



CITY OF MILPITAS

Economic Development and Trade Commission

REGULAR MEETING MINUTES

4:30 PM

Monday, May 8, 2023

First Floor Committee Conference Room

CALL TO ORDER

Chairperson Casey McNeil called the meeting to order at 4:34 PM.

PLEDGE OF ALLEGIANCE

Commissioner Romero led the pledge of allegiance.

ROLL CALL

Economic Development Specialist Michael Thomas called the roll.

PRESENT: Chair Casey McNeil, Vice Chair Chris Norwood, Commissioners Michael Nguyen, Conrad Shapira, Paul Medawar, Cheri Romero, Parkash Daryani, and Stephen Huang (Student Commissioner). Mayor Carmen Montano (Council Liaison), and City staff: Alex Andrade, Daniel Degu and Michael Thomas

ABSENT: Commissioner Lynne Rice

SEATING OF ALTERNATES

Alternate Member No. 1: Conrad Shapira was seated in place of Commissioner Lynne Rice

Alternate Member No. 2: Michael Nguyen was seated in place of the vacant seat representing the Milpitas Chamber of Commerce

APPROVAL OF AGENDA

Recommended Action: Approve May 8, 2023 regular meeting agenda of the Economic Development & Trade Commission as submitted.

Mover/Second: Norwood/Romero

Motion carried by a vote of: AYES: 7 NOES: 0

Ayes: Nguyen, Shapira, Medawar, Romero, Daryani, McNeil, Norwood

Noes: None **Abstentions:** None

APPROVAL OF MINUTES

Recommended Action: Approve March 28, 2023 special meeting minutes of the Economic Development & Trade Commission as submitted.

Mover/Second: Shapira/Daryani

Motion carried by a vote of: AYES: 5 NOES: 0

Ayes: Nguyen, Shapira, Medawar, Daryani, McNeil

Noes: None **Abstentions:** Romero, Norwood

Recommended Action: Approve April 10, 2023 regular meeting minutes of the Economic Development & Trade Commission as submitted.

Mover/Second: Norwood/Daryani

Motion carried by a vote of: AYES: 6 NOES: 0

Ayes: Nguyen, Shapira, Romero, Daryani, Norwood, McNeil

Noes: None **Abstentions:** Medawar

PUBLIC FORUM

No public comment was submitted.

ANNOUNCEMENTS

Chairperson McNeil introduced the commissioner events and activities signup sheet.

Vice Chair Norwood reported that the Milpitas Unified School District (MUSD) is scheduled to host an elementary school Olympics event May 20 at Milpitas High School. The next MUSD School Board meeting is scheduled for May 9 at 5:30 PM.

Commissioner Romero offered to provide residential and commercial real estate data to the Commission on a monthly basis pending discussion with City staff.

Commissioner Huang reported that an Asian-American-themed night market featuring food and music is scheduled for May 19 at Milpitas High School.

Vice Chair Norwood asked for clarification on the status of the Commission's vacant seat representing the Milpitas Chamber of Commerce. Mayor Montano and Director Andrade stated the City is considering the Chamber's recommended candidate. Following review, Commission appointments are made by the Mayor and decided by the City Council.

Mayor Montano informed the Commission that an individual contacted her about hosting a skateboarding event in Milpitas on a future date. City staff is learning more about this event concept with the individual at this time.

The City Council will review the City's draft FY 24 Operating Budget at a study session scheduled for May 8 at 5:30 PM in the Council Chambers.

Economic Development Specialist Thomas reported that Milpitas' daytime population is approximately 118,000 people to follow up on Commissioner Rice's request from the Commission's regular meeting on April 10.

Chairperson McNeil requested to re-open the Public Forum to allow Milpitas Chamber of Commerce Interim President Kelly Yip-Chuan make announcements regarding Chamber business.

Mover/Second: Norwood/Daryani

Motion carried by a vote of: AYES: 7 NOES: 0

Ayes: Nguyen, Shapira, Medawar, Romero, Daryani, McNeil, Norwood

Noes: None **Abstentions:** None

Mrs. Yip-Chuan reported that the Chamber of Commerce sold 210 tickets to its annual Crab Feed event held April 14 at the Milpitas Community Center. The Chamber will host a business networking event at Casa Azteca on May 18. Mrs. Yip-Chuan offered to distribute the Asian-American night market event flyer among the Chamber's membership per Commissioner Huang's request.

Chairperson McNeil closed the Public Forum.

BUSINESS ITEMS

9a. American Rescue Plan Act (ARPA) Program Updates

Recommended Action: Receive update.

Economic Development Director Alex Andrade and Economic Development Coordinator Daniel Degu presented status updates regarding the Milpitas Youth Force (MYF) and Business Improvement District (BID) feasibility study.

Mr. Degu stated that the City's BID feasibility consultant is scheduled to present during the Commission's regular meeting in June.

Mayor Montano asked if development impact fees would be considered for the BID. Director Andrade stated that development impact fees are applied to development projects during the entitlement process and are not included as a traditional BID component. Mr. Andrade stated the Gateway-Main Street Specific Plan would include development impact fees.

Director Andrade summarized the Milpitas Youth Force's purpose and scope, and reported that 21 local youth and 14 businesses applied to participate.

Chairperson McNeil opened the public forum and no comment was submitted on this item. Chairperson McNeil closed the public forum.

Mover/Second: Norwood/Daryani

Motion carried by a vote of: AYES: 7 NOES: 0

Ayes: Nguyen, Shapira, Medawar, Romero, Daryani, McNeil, Norwood

Noes: None **Abstentions:** None

9b. Job Fair Event

Recommended Action: Receive update and determine Commissioner volunteer event roles.

Specialist Michael Thomas explained event purpose, scope, date and venue, as well as completed tasks and pending tasks, and how the Commission members can assist.

Commissioner Daryani asked who is eligible to attend the job fair. Mr. Thomas said the event would be open to the public, but allow Milpitas residents early entry with proof of residency.

Chairperson McNeil opened the public forum and no comment was submitted on this item. Chairperson McNeil closed the public forum.

Commissioners offered to distribute flyers to employers regarding the employment needs and interest survey.

Mover/Second: Norwood/Daryani

Motion carried by a vote of: AYES: 7 NOES: 0

Ayes: Nguyen, Shapira, Medawar, Romero, Daryani, McNeil, Norwood

Noes: None **Abstentions:** None

9c. Innovation District Branding Initiative

Recommended Action: Receive presentation and provide input on Innovation District Branding Initiative draft scope of work.

Mayor Montano (Council Liaison) left the meeting at 5:35 PM.

Director Alex Andrade and Coordinator Daniel Degu presented a slide deck dated May 8, 2023. Mr. Degu explained the purpose, scope and deliverables of the Innovation District Branding Initiative. This initiative will include consultant services to develop a branding campaign to attract new businesses in emerging sectors like bioscience, R&D, artificial intelligence, and automated technology.

This branding initiative is included in the Council-adopted Innovation District Action Plan that builds upon the vision Council-adopted policies and plans including the Economic Development Strategy, Milpitas Metro Specific Plan, and the City's General Plan 2040.

Vice Chair Norwood asked if the Innovation District's Zoning standards are in place. Messrs. Andrade and Degu stated that the district's zoning standards will be updated as part of the Zoning Code Update process to reflect the General Plan 2040's land use vision and standards.

Chairperson McNeil asked if the yet-to-be-selected consultant and City will reach out to targeted industries. Mr. Degu confirmed that the chosen consultant would do so.

Chairperson McNeil opened the public forum and no comment was submitted on this item. Chairperson McNeil closed the public forum.

Mover/Second: Daryani/Romero

Motion carried by a vote of: AYES: 7 NOES: 0

Ayes: Nguyen, Shapira, Medawar, Romero, Daryani, McNeil, Norwood

Noes: None **Abstentions:** None

9d. Commissioner Roles and Responsibilities

Recommended Action: Receive presentation and select a Commissioner to present at the Commission's regular meeting on June 12, 2023.

Vice Chair Norwood explained his entrepreneurial and professional background and community involvement experience.

Chairperson McNeil opened the public forum and no comment was submitted on this item. Chairperson McNeil closed the public forum.

Chairperson McNeil nominated Commissioner Daryani to present at the Commission's regular meeting on June 12.

Mover/Second: Norwood/Medawar

Motion carried by a vote of: AYES: 7 NOES: 0

Ayes: Nguyen, Shapira, Medawar, Romero, Daryani, McNeil, Norwood

Noes: None **Abstentions:** None

9e. New Business Item Discussion

Recommended Action: None. Staff note and file Commissioners' suggestions.

Chairperson McNeil introduced this item and invited Commissioners to make suggestions related to economic development. Commissioner Daryani asked if an overpass connecting Interstate 880 and 680 is under consideration.

Acting City Manager Ashwini Kantak stated that such an overpass would be a better fit in Fremont where the two freeways are closer together. Widening Highway 237 / Calaveras Blvd. is on VTA's projects list and the next steps include preparing construction documents, securing right-of-way access and obtaining additional federal funding.

Chairperson McNeil requested that Highway 237 widening be considered as a future workplan item. Vice Chair Norwood encouraged fellow commissioners to read the Economic Development Strategy document.

Chairperson McNeil opened the public forum and no comment was submitted on this item. Chairperson McNeil closed the public forum.

ADJOURNMENT

Motion to adjourn meeting at 6:02 PM

Mover/Second: Daryani/Nguyen

Motion carried by a vote of: AYES: 7 NOES: 0

Ayes: Nguyen, Shapira, Medawar, Romero, Daryani, McNeil, Norwood

Noes: None **Abstentions:** None