



CITY OF MILPITAS

Economic Development and Trade Commission

REGULAR MEETING MINUTES

4:30 PM

Monday, August 14, 2023

First Floor Committee Conference Room

1. **CALL TO ORDER** Chairperson Casey McNeil called the meeting to order at 4:32 PM.
2. **PLEDGE OF ALLEGIANCE** Commissioner Schapira led the pledge of allegiance.
3. **ROLL CALL** Economic Development Coordinator Daniel Degu called the roll.

PRESENT: Chair Casey McNeil, Vice Chair Chris Norwood, Commissioner Lynne Rice and Alternate Conrad Schapira. Mayor Carmen Montano (Council Liaison), and City staff members Alex Andrade, Daniel Degu and Margaret Tamisiea.

ABSENT: Commissioners Parkash Daryani and Cheri Romero; Alternate Michael Nguyen
4. **SEATING OF ALTERNATES** Alternate Member No. 1: Conrad Schapira was seated in place of Commissioner Daryani

Alternate Member No. 2: Michael Nguyen was absent for this meeting
5. **APPROVAL OF AGENDA** **Recommended Action:** Approve August 14, 2023 regular meeting agenda of the Economic Development & Trade Commission as submitted.

Mover/Second: Norwood/Rice

Motion carried by a vote of: AYES: 4 NOES: 0

Ayes: Shapira, Rice, Norwood, McNeil

Noes: None **Abstentions:** None
6. **APPROVAL OF MINUTES** **Recommended Action:** Approve May 8, 2023 regular meeting minutes of the Economic Development & Trade Commission as submitted.

Action on this item not taken due to lack of quorum of members from the Commission's May 8, 2023 meeting. This item will be agendized for a future meeting.
7. **PUBLIC FORUM** No public comment was submitted.
8. **ANNOUNCEMENTS** Chairperson McNeil discussed the significance of quorum and to inform City staff when commissioners will be absent from commission meetings.

Commissioner Rice stated that the Great Mall of Milpitas' annual "Touch a Truck" event is scheduled for August 19, 2023, in partnership with the City Fire and Public Works Departments. Commissioner Rice stated that new retail tenants are planned to take tenancy at the Great Mall in 2023 and 2024.

Vice Chair Norwood stated that instruction for Milpitas Unified School District's 2023-24 academic year began August 10.

Mayor Montano informed the Commission of agenda items for the City Council's regular meeting of August 15, 2023.

Economic Development Coordinator Degu stated that the Milpitas Youth Force summer employment program completed and summarized its results. Mr. Degu introduced Acting City Manager Ned Thomas, who made introductory remarks to the Commission.

Commissioner Rice asked how many commission seats are vacant. Coordinator Degu stated the seats representing the Milpitas Chamber of Commerce, hospitality sector and student representative are vacant.

Motion: Re-open Item 5 (Approval of Agenda).

Mover/Second: Norwood/Schapira

Motion carried by a vote of: AYES: 4 NOES: 0

Ayes: Shapira, Rice, Norwood, McNeil

Noes: None **Abstentions:** None

Motion: Remove Item 9c (Commission FY 24 Workplan) from the agenda and agendaize for a future Commission meeting so more Commission members can consider this item.

Mover/Second: Rice/Norwood

Motion carried by a vote of: AYES: 4 NOES: 0

Ayes: Shapira, Rice, Norwood, McNeil

Noes: None **Abstentions:** None

BUSINESS ITEMS

9a. City Bidding Process

Recommended Action: Receive presentation and suggest methods and practices to engage the local business community in the City's bidding opportunities and process.

Chair McNeil introduced this item. Deputy City Manager Matt Cano presented a slide deck dated August 14, 2023.

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

After discussion the following motion was made: Receive presentation and incorporate the Commission's suggestions.

Mover/Second: Norwood/Rice

Motion carried by a vote of: AYES: 4 NOES: 0

Ayes: Shapira, Rice, Norwood, McNeil

Noes: None **Abstentions:** None

9b. Business Improvement District Feasibility Study Update

Recommended Action: Receive presentation on the status of the Business Improvement District (BID) Feasibility Study.

Chair McNeil introduced this item. Senior Special Project Associate Margaret Tamisiea and Consultant Civitas Advisors presented a slide deck dated August 14, 2023.

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

Mayor Montano left the meeting at 5:00 PM

After discussion, the following motion was made: Receive presentation.

Mover/Second: Rice/Schapira

Motion carried by a vote of: AYES: 4 NOES: 0

Ayes: Shapira, Rice, Norwood, McNeil

Noes: None **Abstentions:** None

9c. Commission FY 24 Workplan

Item removed from the agenda and agendized for a future commission meeting as recorded on page two of these minutes.

9d. New Business Item Discussion

Recommended Action: Continue this item to a future Commission meeting as this item was addressed in agenda Item 9c (Commission FY 24 Workplan).

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

Note and file that the following item be considered for inclusion in the Commission's annual Work Plan provided that it aligns with the Economic Development Strategy: City bidding process.

ADJOURNMENT

Motion to adjourn meeting at 5:57 PM

Mover/Second: Rice/Norwood

Motion carried by a vote of: AYES: 4 NOES: 0

Ayes: Shapira, Rice, Norwood, McNeil

Noes: None **Abstentions:** None