



CITY OF MILPITAS

Economic Development and Trade Commission

SPECIAL MEETING MINUTES

4:30 PM

Monday, September 18, 2023

First Floor Committee Conference Room

1. **CALL TO ORDER** Chairperson Casey McNeil called the meeting to order at 4:33 PM.
2. **PLEDGE OF ALLEGIANCE** Chairperson McNeil led the pledge of allegiance.
3. **ROLL CALL** Economic Development Specialist Michael Thomas called the roll.

PRESENT: Chair Casey McNeil, Vice Chair Chris Norwood; Commissioners Parkash Daryani and Cheri Romero. Alternate Conrade Schapira. Mayor Carmen Montano (Council Liaison), and City staff: Alex Andrade, Daniel Degu, Michael Thomas and Margaret Tamisiea

ABSENT: Commissioners Lynne Rice and Victor San Vicente. Alternate Michael Nguyen
4. **SEATING OF ALTERNATES** Alternate Member No. 1: Conrad Shapira was seated in place of Commissioner Rice

Alternate Member No. 2: Michael Nguyen was absent
5. **APPROVAL OF AGENDA** **Recommended Action:** Approve September 18, 2023 special meeting agenda of the Economic Development & Trade Commission as submitted.

Mover/Seconder: Norwood/Daryani

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

Ayes: Shapira, Romero, Daryani, Norwood, McNeil

Noes: None **Abstentions:** None
6. **APPROVAL OF MINUTES** No meeting minutes were agendized for this meeting.
7. **PUBLIC FORUM** No public comment was submitted.
8. **ANNOUNCEMENTS** No announcements from Commissioners.

Mayor Montano informed the Commission of the business representative seat vacancy on the Energy & Environmental Sustainability Commission and requested commissioners to inform eligible individuals about this opportunity.

Mayor Montano stated the City Council plans to make a final decision on selecting the new city manager the week of September 25 and announce the decision at a future city council meeting.

BUSINESS ITEMS

No announcements from city staff.

9a. Quorum for Commission Meetings

Recommended Action: Discuss potential alternatives to regular meeting schedule.

Chairperson McNeil introduced and led discussion on this item.

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

After discussion, the following motion was made: Request City Attorney to provide guidance on allowing a hybrid meeting option for Commission meetings.

Mover/Second: Norwood/Daryani

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

Ayes: Shapira, Romero, Daryani, Norwood, McNeil

Noes: None **Abstentions:** None

9b. FY 2023-24 Work Plan

Recommended Action: Identify tasks, goals and projects to include in the Commission's FY 2023-24 Work Plan in preparation of City Council's consideration at its regular meeting on October 17, 2023.

Chairperson McNeil introduced and led discussion on this item.

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

After discussion, the following motion was made: The Commission's work plan will remain unchanged with existing items carried over to FY 2023-24.

Mover/Second: Romero/Norwood

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

Ayes: Shapira, Romero, Daryani, Norwood, McNeil

Noes: None **Abstentions:** None

ADJOURNMENT

Motion to adjourn meeting at 6:03 PM

Mover/Second: Daryani/Romero

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

Ayes: Shapira, Romero, Daryani, Norwood, McNeil

Noes: None **Abstentions:** None