



# CITY OF MILPITAS

## Economic Development and Trade Commission

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### SPECIAL MEETING MINUTES

**Monday, October 13, 2025 Committee  
Conference Room  
Milpitas City Hall, First Floor  
455 E. Calaveras Blvd. Milpitas**

#### **CALL TO ORDER**

Chair Norwood called the meeting to order at 4:31 PM.

#### **PLEDGE OF ALLEGIANCE**

Commissioner Ciardella led the pledge of allegiance.

#### **ROLL CALL**

Economic Development Specialist Khaled Zubair called the roll.

**PRESENT:** Chair Chris Norwood, Vice Chair Rice, Commissioners Larry Ciardella, Jacob Sanchez, and Bill Bhagvat

Alternate #1 Conrad Schapira

Alternate #2 Michael Nguyen

Staff: Director of Economic Development and Strategic Initiatives Alex Andrade, Economic Development Coordinator Michael Thomas, and Economic Development Specialist Kal Zubair

**ABSENT:** Commissioners Parkash Daryani

#### **SEATING OF ALTERNATES**

Alternate Member No. 1: Conrad Schapira was seated in place of Commissioner Bhagvat

Alternate Member No. 2: Michael Nguyen was seated in place of Commissioner Daryani

#### **APPROVAL OF AGENDA**

**Recommended Action:** Approve October 13, 2025 special meeting agenda of the Economic Development & Trade Commission as submitted.

**Mover / Secunder:** Rice / Schapira

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

**Ayes:** Norwood, Rice, Ciardella, Sanchez, Schapira, Nguyen

**Noes:** None **Abstentions:** None

## APPROVAL OF MINUTES

**Recommended Action:** Approve September 22, 2025 meeting minutes of the Economic Development & Trade Commission as submitted.

**Mover / Seconder:** Bhagvat / Schapira

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

**Ayes:** Norwood, Ciardella, Sanchez, Schapira, Nguyen

**Noes:** None **Abstentions:** Rice

Commissioner Bhagvat arrived at 4:35 PM

## PUBLIC FORUM

No speakers provided comments.

## ANNOUNCEMENTS

Vice Chair Rice notified the Commission of a Diwali celebration on Saturday, October 18 at the Great Mall, which would feature cultural dances and giveaway items.

Chair Norwood announced that the Milpitas Unified School District will be hosting a job and resource fair on September 24. Mr. Norwood stated that MUSD plans to hold large-scale, in-person job fairs twice a year as a part of its effort to further a work local / live local ethos. Mr. Norwood also reminded the Commission about the Manufacturing Day event on October 17.

Economic Development Specialist Kal Zubair provided an overview of the Office of Economic Development's social media strategy workshop for small businesses on September 26 and thanked Mr. Schapira for attending. Mr. Zubair invited Commissioners to attend the October 23 workshop that will cover how small businesses can leverage AI in their marketing efforts.

## BUSINESS ITEMS

### 9a. Small Business Development Strategy – Alex Andrade, Director of Economic Development & Strategic Initiatives

**Recommended Action:** Receive a presentation on the Office of Economic Development's Small Business Development Strategy.

Chair Norwood introduced the business item and Director Andrade presented a slide deck dated October 13, 2025.

No public comment was provided.

Commissioners discussed the details of the presentation and asked clarifying questions. This item will be agendaized for the next EDTC meeting so that staff can address Commissioners' questions further.

**Mover / Seconder:** Rice / Schapira

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

**Ayes:** Norwood, Rice, Ciardella, Sanchez, Schapira, Nguyen

**Noes:** None **Abstentions:** None

**9b. Manufacturing Day 2025 Update – Michael Thomas, Economic Development Coordinator**

Recommended Action: Receive a status update regarding preparations for the ninth annual Manufacturing Day event and provide suggestions on event preparation.

Chair Norwood introduced the business item and Coordinator Thomas summarized completed tasks, costs and event schedule and logistics.

No public comment was provided.

Commissioners discussed the details of the presentation and asked clarifying questions.

**Mover / Seconder:** Schapira / Rice

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

**Ayes:** Norwood, Rice, Ciardella, Sanchez, Schapira, Nguyen

**Noes:** None **Abstentions:** None

**9c. 2026 Super Bowl and FIFA World Cup - Michael Thomas, Economic Development Coordinator**

Recommendation: Receive an update on recent developments related to the City's plan for the 2026 Super Bowl and FIFA World Cup.

Chair Norwood introduced the business item, and Coordinator Thomas provided a slide presentation dated October 13, 2025.

No public comment was provided.

Commissioners discussed the details of the presentation and asked clarifying questions.

**Mover / Seconder:** Schapira / Ciardella

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

**Ayes:** Norwood, Rice, Ciardella, Sanchez, Schapira, Nguyen

**Noes:** None **Abstentions:** None

**9d. November 10 EDTC Meeting Date and Time – Kal Zubair, Economic Development Specialist**

Recommendation: Discuss and determine the location, date, and time of the November 10 EDTC meeting.

Chair Norwood introduced the business item and Specialist Zubair provided context for the item's discussion.

No public comment was provided.

Commissioners agreed to cancel the EDTC's regular meeting scheduled for November 10, 2025 at 4:30 PM in the Committee Conference Room at Milpitas City Hall, due to scheduling conflicts related to the Veterans Day holiday on November 11 and schedule a special meeting at Milpitas Unified School District's Innovation Campus located at 1331 E. Calaveras Blvd. in Milpitas on November 3 at 4:30 PM. The nexus of hosting the special meeting at the Innovation Campus is its function as a workforce development facility offering training and courses to prepare students and adult learners for jobs in the modern labor force.

**Mover / Seconder:** Schapira / Ciardella

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

**Ayes:** Norwood, Rice, Ciardella, Sanchez, Schapira, Nguyen

**Noes:** None **Abstentions:** None

## ADJOURNMENT

Motion to adjourn the meeting.

**Mover/Seconder:** Schapira / Ciardella

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

**Ayes:** Norwood, Rice, Ciardella, Sanchez, Schapira, Nguyen

**Noes:** None **Abstentions:** None