



CITY OF MILPITAS

Economic Development and Trade Commission

REGULAR MEETING MINUTES

4:30 PM

Monday, September 12, 2022

Milpitas City Hall

First Floor Committee Conference Room

CALL TO ORDER

Meeting called to order at 4:34 PM by Vice Chair McNeil.

PLEDGE OF ALLEGIANCE

Vice Chair McNeil led the Pledge of Allegiance.

ROLL CALL

Economic Development Specialist Michael Thomas called the roll.

PRESENT: Vice Chair Casey McNeil; Commissioners Inderjit Mundra and Cheri Romero; Alternate Commissioner Jennie Phan; Student Commissioner Stephen Huang (non-voting member); Assistant City Manager Ashwini Kantak; Economic Development Director Alex Andrade, Economic Development Specialists Eddie Truong and Michael Thomas.

ABSENT: Chair Chris Norwood; Commissioners Marshall Jones, Lynne Rice, and Prakash Daryani.

ALTERNATE SEATING

Alternate Commissioner No. 1 Jennie Phan was seated in place of the vacant Hospitality seat.

APPROVAL of AGENDA

Motion: To approve the September 12, 2022, agenda of the Economic Development and Trade Commission and to defer agenda item 9(a) to the next regularly scheduled Commission meeting.

Motion/Second: Romero/Phan

Motion carried by a vote of AYES: 4, NOES: 0, and ABSENT: 4 (Jones, Rice, Daryani, Norwood)

APPROVAL OF MINUTES

Motion: To table the approval of the May 9, 2022, meeting minutes to the next regularly scheduled meeting of the Economic Development and Trade Commission.

Motion/Second: Mundra/Phan

Motion carried by a vote of AYES: 4, NOES: 0, and ABSENT: 4 (Jones, Rice, Daryani, Norwood)

PUBLIC FORUM

No public comment.

ANNOUNCEMENTS

Commissioner Mundra shared that there was a free networking mixer event attended by 15 chambers of commerce in Santa Clara.

The Milpitas Chamber's election process for new board members has begun and all Chamber members are invited to apply for a board position. Non chamber members may join and then apply for a position. The application deadline is September 22.

Vice-Chair McNeil expressed concern about the lack of quorum for previously canceled Economic Development and Trade Commission meetings since the resumption of in-person meetings earlier this year.

Director Andrade introduced the newest member of the Commission: Cheri Romero. Director Andrade also introduced the new Economic Development Specialist Michael Thomas.

Specialist Truong shared an update on programs funded by the American Rescue Plan Act (ARPA). The City is in the process of concluding the Small Business Assistance Grant Program and completed the Hotels Assistance Grant Program. In all, 343 small businesses will receive \$5,000 grants and 13 hotels have received \$10,000 grants to facilitate economic recovery. The next ARPA program on the horizon is the Catalytic Converter Theft Deterrent program and the City expects to formally launch the program by early October. The Office of Economic Development will reach out to register automotive businesses for the program and encourage Economic Development and Trade Commissioner to participate in outreach efforts.

BUSINESS ITEMS

A. Commissioner Roles and Involvement

No public comment.

This agenda item was not heard and will be continued to the next regular meeting of the Economic Development and Trade Commission.

B. Economic Development and Trade Commission Fiscal Year 2022-23 Workplan

No public comment.

Director Andrade summarized the Fiscal Year 2021-2022 workplan for the Economic Development and Trade Commission. Major accomplishments are related to programs under the categories: 1) Economic Development Strategy; 2) American Rescue Plan Act; 3) Workforce Development & Education; 4) Innovation District; 5) International Trade & Commerce; and 6) Manufacturing Day 2021.

Vice Chair McNeil expressed support to include the Innovation District work into Main Street Revitalization.

Commissioner Mundra expressed support that a Milpitas Chamber of Commerce Business Breakfast in partnership with the Economic Development and Trade Commission be included. It was suggested that November 16, 2022, could be a new date for the event.

Motion: Receive the presentation and provide feedback to staff regarding the draft work plan directing staff to return with a final draft during a Special Meeting of the Economic Development and Trade Commission meeting in early October so that City Council may consider the recommended workplan at its regular meeting of October 18, 2022. This direction includes creating a new workplan category for the Gateway/Main Street Specific Plan, Main Street Revitalization, and to add a joint Commission/Milpitas Chamber Business Breakfast event to the workplan.

Motion/Second: Romero/Mundra

Motion carried by a vote of AYES: 4, NOES: 0, and ABSENT: 4 (Jones, Rice, Daryani, Norwood)

C. Sixth Annual Manufacturing Day 2021 Update

No Public Comment.

Economic Development Specialist Thomas made a presentation on the upcoming Manufacturing Day event scheduled for October 13, 2022. Partners include Milpitas Unified School District, SEMI (Semiconductor Equipment and Materials International) Foundation, and more. City staff requested feedback from Commissioners regarding program implementation and execution.

Vice Chair McNeil suggested the program topics include supply chain issues and manufacturing production in Silicon Valley. Vice-Chair McNeil also expressed interest in resuming on-site, in-person events at manufacturing facilities in the future.

Commissioner Mundra inquired about the feasibility of hosting in-person events at City facilities. City staff responded that hosting such events requires long range planning and logistics that current staffing and resources cannot support at this time.

Motion: Receive staff update and obtain Commission feedback.

Motion/Second: Romero/Phan

Motion carried by a vote of AYES: 4, NOES: 0, and ABSENT: 4 (Jones, Rice, Daryani, Norwood)

ADJOURNMENT

Commissioner Mundra motioned and seconded by Commissioner Phan to adjourn the meeting at 5:53 PM to the regularly scheduled commission meeting on Monday, October 10, 2022, at 4:30 PM.

Motion carried by a vote of AYES: 4, NOES: 0, and ABSENT: 4 (Jones, Rice, Daryani, Norwood)