



# CITY OF MILPITAS

## ECONOMIC DEVELOPMENT & TRADE COMMISSION

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### REGULAR MEETING AGENDA

4:30 PM

Monday, June 8, 2026

Committee Conference Room  
Milpitas City Hall, First Floor  
455 E. Calaveras Blvd., Milpitas

1. Call to Order (4:30 PM)
2. Pledge of Allegiance
3. Roll Call
4. Seating of Alternates
5. Approval of Agenda: June 8, 2026
6. Approval of Meeting Minutes: May 11, 2026
7. Public Forum

*Members of the audience are invited to address the Commission on any subject not on the agenda. Speakers must state their name (address is optional) for the record and limit their remarks to three minutes or less. For items not listed on the agenda, no response is required of City staff or Commissioners. However, Commissioners may ask staff to place the item on a future meeting agenda.*

#### 8. Announcements

- a. Commissioners
- b. City Council Liaison
- c. City Staff

#### 9. Business Items

- a. **Taste of Milpitas and FIFA World Cup Preparations Update – Michael Thomas, Economic Development Coordinator (4:45 PM)**

Receive an update on preparations regarding the Taste of Milpitas community event related to the FIFA World Cup. This item's nexus is Economic Development Element Policy ED 4-1: Enhance the Milpitas' economic vitality.

Recommendation: Receive the presentation and provide suggestions on planning efforts.

- b. **Fiscal Year 2027 EDTC Workplan Discussion – Michael Thomas, Economic Development Coordinator (5:15 PM)**

The Commission requested that this item be agendaized to refine the EDTC's Fiscal Year 2026-27 EDTC Workplan in preparation of submittal for Council consideration in the fall.

Recommendation: Note and file Commissioners' suggestions and revisions.

## 10. Adjournment – Next Regular Meeting Scheduled for Monday, August 10, 2026

### **KNOW YOUR RIGHTS UNDER THE OPEN GOVERNMENT ORDINANCE**

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions and other agencies of the City exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and the City operations are open to the people's review.

For more information on your rights under the Open Government Ordinance or to report a violation, contact the City Attorney's office at Milpitas City Hall, 455 E. Calaveras Blvd., Milpitas, CA 95035  
e-mail: [cao@milpitas.gov](mailto:cao@milpitas.gov) / Phone: 408-586-3040

*The Open Government Ordinance is codified in the [Milpitas Municipal Code as Title I Chapter 310](#) and is available online at the City's website [www.milpitas.gov](http://www.milpitas.gov).*

Materials related to an item on this agenda submitted to the Commission after initial distribution of the agenda packets are available for public inspection at the City Clerk's office at Milpitas City Hall, 455 E. Calaveras Blvd., Milpitas and on the City website. Commission agendas and related materials can be viewed online at

### **APPLY TO SERVE ON A CITY COMMISSION**

Commission application forms are available online at [www.milpitas.gov](http://www.milpitas.gov) or at Milpitas City Hall. Contact the City Clerk's office at 408-586-3003 for more information.

*If you need assistance, per the Americans with Disabilities Act, for a City of Milpitas public meeting, please call Madison Nguyen at 408-586-3046 or send an e-mail to [manguyen@milpitas.gov](mailto:manguyen@milpitas.gov) prior to the meeting. You may request a larger font agenda or arrange for mobility assistance. For hearing assistance, headsets are available in the City Council Chambers for all meetings.*



# CITY OF MILPITAS

## Economic Development and Trade Commission

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### REGULAR MEETING MINUTES

**Monday, May 11, 2026**  
**Committee Conference Room**  
**Milpitas City Hall, First Floor**  
**455 E. Calaveras Blvd. Milpitas**

#### CALL TO ORDER

Chair Daryani called the meeting to order at 4:30 PM.

#### PLEDGE OF ALLEGIANCE

Commissioner Schapira led the Pledge of Allegiance.

#### ROLL CALL

Economic Development Specialist Khaled Zubair called the roll.

**PRESENT:** Chair Daryani, Vice-Chair Conrad Schapira and Commissioners Larry Ciardella, and Anu Nakka (4:55 PM), and Alternate Michael Nguyen

City Council Liaison Councilmember William Lam

Staff: Interim Economic Development Director Madison Nguyen, Economic Development Coordinator Michael Thomas, and Economic Development Specialist Kal Zubair

**ABSENT:** Commissioners Jacob Sanchez, Lynne Rice, and Bill Bhagvat, Student Commissioner Alice Nguyen

#### SEATING OF ALTERNATES

Alternate Michael Nguyen was elevated to Commissioner Rice's seat.

#### APPROVAL OF AGENDA

**Recommended Action:** Approve the May 11, 2026 regular meeting agenda of the Economic Development & Trade Commission as submitted.

**Mover / Seconder:** Schapira / Ciardella

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

**Ayes:** Daryani, Schapira, Ciardella, Nguyen

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

#### APPROVAL OF MINUTES

**Recommended Action:** Approve April 13, 2026 meeting minutes of the Economic Development & Trade Commission as submitted.

**Mover / Seconder:** Schapira / Ciardella

**Motion carried by a vote of:** AYES: 3 NOES: 0

**Ayes:** Daryani, Ciardella, Schapira

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

**PUBLIC FORUM**

No speakers provided comments.

**ANNOUNCEMENTS**

Vice-Chair Schapira attended the Energy and Environmental Sustainability Commission meeting on April 15 and noted that there may be some alignment on collaboration between the two commissions.

Chair Daryani visited a shopping center in San Ramon and suggested that the City pursue something similar at the Serra Center. Mr. Daryani requested additional information on the feasibility of such a development.

Commissioner Ciardella announced that the Milpitas Chamber of Commerce is planning a leadership breakfast and learning lunch event series where businesses can learn about improving marketing and .

Councilmember Lam reported the City Council took recent action to approve a street resurfacing project to repair some the roads in Milpitas, a resolution for the FY27-FY31 Capital Improvement Program, and the Innovation District Parks and Trails Master Plan.

Coordinator Thomas briefly noted staff's efforts related to the *Taste of Milpitas* event including event programming, permitting, and vendor selection.

**BUSINESS ITEMS**

**9a. Introduction to Energy and Environmental Sustainability Commission – Zubair, Economic Development Specialist**

Recommended Action: Note and file Commissioners' suggestions.

Commissioner Nakka arrived at 4:55 PM.

Chair Daryani introduced the item and Specialist Zubair provided some context to inform the conversation. Lisa Oliver from the Energy & Environmental Sustainability Commission shared some background on that commission's initiatives.

No public comment was provided.

After discussion, EDTC Commissioners agreed to collaborate on identifying funding sources to use as a business attraction tool related to PG&E utility rates.

**Mover / Seconder:** Nakka / Schapira

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

**Ayes:** Daryani, Schapira, Ciardella, Nguyen, Nakka

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

**9b. Fiscal Year 2027 EDTC Workplan Discussion – Michael Thomas,  
Economic Development Coordinator**

Recommended Action: Note and file Commissioners' suggestions.

Chair Daryani introduced the item and Coordinator Thomas provided context to inform the discussion.

No public comment was provided.

Commissioners discussed revisions to the work plan and will resume further revisions during the EDTC's next regular meeting on June 8.

**Mover / Seconder:** Schapira / Ciardella

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

**Ayes:** Daryani, Schapira, Ciardella, Nguyen, Nakka

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

**ADJOURNMENT**

Motion to adjourn the meeting.

**Mover/Seconder:** Schapira / Ciardella

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

**Ayes:** Daryani, Schapira, Ciardella, Nguyen, Nakka

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

# MEMORANDUM

Office of Economic Development



**DATE:** June 8, 2026  
**TO:** Economic Development and Trade Commission  
**FROM:** Michael Thomas, Economic Development Coordinator  
**VIA:** Madison Nguyen, Interim Economic Development Director  
**SUBJECT:** **Item 9b – FY 2027 EDTC Work Plan Discussion**

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## **BACKGROUND**

Per the EDTC's bylaws, the Commission's mission is to advise the City Council on business issues, international trade relationships, and make recommendations on the design, development, and implementation of economic development in Milpitas. [The Commissioners Handbook](#) requires that each commission prepare its own annual work plan to identify anticipated tasks, goals, and projects to address during a 12-month period related to its advisory area. Staff works with commissions to develop their respective work plans for Council consideration in the fall. The Commission's FY 2025-26 Work Plan (Attachment A) was approved by the City Council on November 4, 2025.

## **DISCUSSION**

At its regular meeting on May 11, 2026, the Commission reviewed its adopted FY 2025-26 Work Plan in preparation for its FY 2026-27 Work Plan. A redlined version of the work plan is attached for further discussion of revisions to the FY 2026-27 Work Plan. The Commission should complete and approve final revisions at the Commission's regular meeting in August so it can be agendaized for Council adoption by October. The Commission should evaluate the status of current work plan action items and determine which items to add, remove, modify, or carry over to the next work plan to reflect anticipated tasks, goals, and projects.

Staff recommends the Commission select work plan action items that relate to their professional background, experience, and interests. Staff also recommend that members identify leaders for each action item and develop methods for completing action items. If multiple members wish to collaborate on action items, no more than three members may work together outside a duly noticed meeting to avoid Brown Act conflicts, as this body's quorum is four members.

## **FISCAL IMPACT**

Revising and approving the work plan does not create a fiscal impact. City Council allocates \$1,000 annually toward approved work plan tasks and projects, as well as administrative costs for each commission. The EDTC's current fund balance as of the writing of this memo is \$939. Commissions that determine the need for additional funding shall return to the City Council with a stated request for additional funds and the purpose of the request. City Council shall approve or deny any request for such expenditures.

If certain Commission work plans call for fundraising efforts, those funds may be used for events, contributions to non-profits, or for other City services. Money raised on behalf of the City of Milpitas will be held by the City as part of and in accordance with best practices of the Finance Department. Disbursement of those funds requires City Council approval. City staff works with commissions and advisory bodies to ensure proper accounting procedures and practices comply with City and state regulations.

# MEMORANDUM

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Office of Economic Development



## **RECOMMENDATION**

Note and file Commissioners' suggestions and revisions.

## **ATTACHMENTS**

1. Redlined FY 2025-26 Work Plan
2. Adopted FY 2025-26 Work Plan



**ECONOMIC DEVELOPMENT & TRADE COMMISSION  
WORK PLAN FY 2025-2026**

**EDTC Mission Statement:**

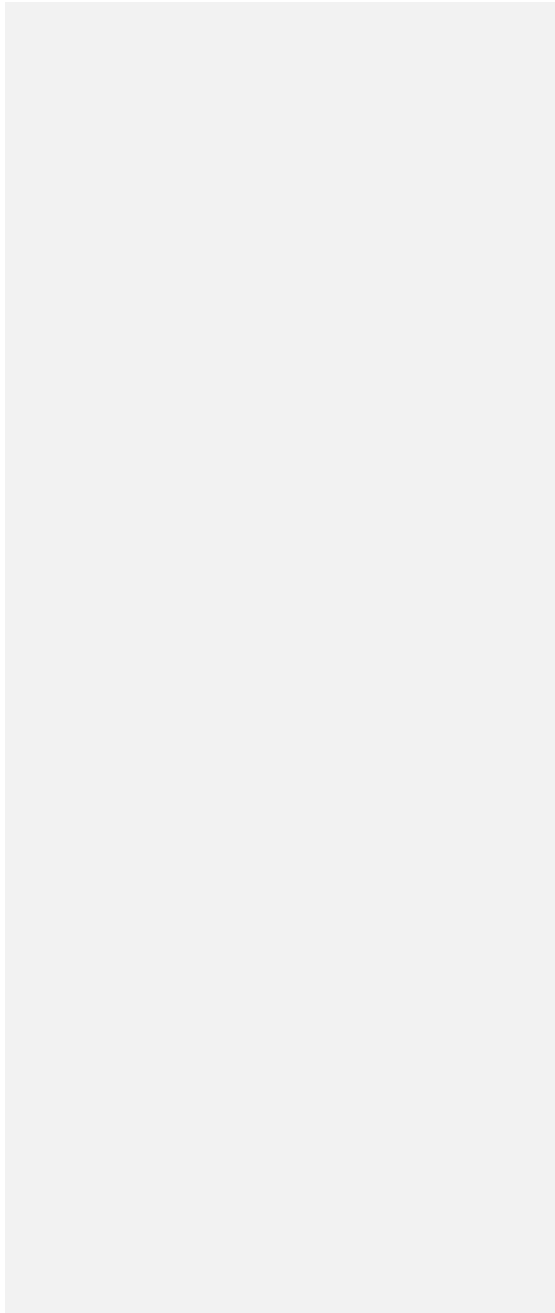
Advise the City Council on business issues, cultivate international trade and commerce opportunities, and make recommendations on the design, development, and implementation of economic development in Milpitas.

Topic/Overall Goal	Specific Action(s) Required	Status
Economic Development Initiatives	<p>Implement Strategies and Actions: Economic indicators,-branding/marketing assets, and demonstration project policy.</p> <ul style="list-style-type: none"> <li>• <u>EDTC Commissioners may volunteer as ambassadors to assist in formal and informal business outreach as directed by staff, including environmental friendliness for relocating businesses and green organizations, and support targeted business attraction/creation</u> <u>Find opportunities for incubator space to encourage start ups</u> <ul style="list-style-type: none"> <li>• <u>Explore events like night markets etc to provide pop ups opportunities</u></li> </ul> </li> <li>• <del>Develop policy for developing, testing, and demonstrating innovative and sustainable solutions to City needs (EDS Action Item 21.1), such as “Green City” initiatives in collaboration with Public Works (Climate Action Plan)</del></li> <li><del>Explore creating a “demonstration partnership policy” for developing, testing, and demonstrating innovative solutions to City needs that involve public-private partnerships with innovative businesses in Milpitas and the use of City land, data, or facilities.</del></li> <li>• <u>2026 Sporting events planning and development</u></li> <li>• </li> </ul>	
Commissioner Engagement/ Ambassadorship	<ul style="list-style-type: none"> <li>• Identify sector-based conferences and events that members and staff should attend (e.g., Biotech, AI, Automotive Tech, Cybersecurity, green tech/sustainability) for business attraction purposes</li> <li>• EDTC Commissioners participate and present at Chamber of Commerce and other organizational events.</li> </ul>	

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	<ul style="list-style-type: none"> <li>Commissioners participate in city-sponsored business workshops and events (EDS Action Item 5.2)</li> </ul>	
Main Street Revitalization & Milpitas Historic Downtown Business Association	<p>Position Midtown as a community destination for independent retailers, restaurants and services to encourage economic vitality, enhance business marketability, increase property values, and attract people and new businesses.</p> <ul style="list-style-type: none"> <li>EDTC Commissioners may volunteer as ambassadors to assist in formal and informal business outreach as directed by staff, particularly along Main Street</li> <li>Serve on City Council <i>ad hoc</i> Main Street Revitalization Sub-Committee <ul style="list-style-type: none"> <li>Volunteer ambassadors assist city staff with business outreach for re-building Main Street and re-establishing a business association along Main Street</li> <li>Advance placemaking concepts, activation of the Main Street area or related tasks</li> <li>Participate in future potential Main Street Business Association</li> </ul> </li> </ul>	
Innovation District	<ul style="list-style-type: none"> <li>Support staff in outreach and promotion to business owners regarding development opportunities in the district and MID branding</li> </ul>	
Workforce Development & Education	<p>Promote a diversified workforce and provide training opportunities for Milpitas residents.</p> <ul style="list-style-type: none"> <li>Promote Milpitas Youth Force and employ program participants</li> <li>City/MUSD MOU - Workforce/Educ., career fair, business employment opportunities outreach</li> <li>EDTC Commissioners help facilitate opportunities with MUSD to engage high school students, and leverage networks at local colleges, universities, trade schools and organizations.</li> </ul>	
Manufacturing Day 202 <del>6</del> <sup>5</sup>	<ul style="list-style-type: none"> <li>Manufacturing Day 2025: Focus on career opportunities in tech/advanced manufacturing for MUSD high school students.</li> <li>Continue partnering with the Office of Economic Development to support Manufacturing Day 2026 event by participating as event speakers; promoting and marketing event; leveraging networks and resources</li> </ul>	

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Approved by City Council November 4, 2025



**ECONOMIC DEVELOPMENT & TRADE COMMISSION  
WORK PLAN FY 2025-2026**

<b>EDTC Mission Statement:</b>		
Advise the City Council on business issues, cultivate international trade and commerce opportunities, and make recommendations on the design, development, and implementation of economic development in Milpitas.		
<b>Topic/Overall Goal</b>	<b>Specific Action(s) Required</b>	<b>Status</b>
Economic Development Initiatives	<p>Implement Strategies and Actions: Economic indicators,-branding/marketing assets, and demonstration project policy.</p> <ul style="list-style-type: none"> <li>• EDTC Commissioners may volunteer as ambassadors to assist in formal and informal business outreach as directed by staff, including environmental friendliness for relocating businesses and green organizations, and support targeted business attraction/creation</li> <li>• Develop policy for developing, testing, and demonstrating innovative and sustainable solutions to City needs (EDS Action Item 21.1), such as “Green City” initiatives in collaboration with Public Works (Climate Action Plan)</li> </ul> <p>Explore creating a “demonstration partnership policy” for developing, testing, and demonstrating innovative solutions to City needs that involve public-private partnerships with innovative businesses in Milpitas and the use of City land, data, or facilities.</p> <ul style="list-style-type: none"> <li>• 2026 Sporting events planning and development</li> </ul>	
Commissioner Engagement/ Ambassadorship	<ul style="list-style-type: none"> <li>• Identify sector-based conferences and events that members and staff should attend (e.g., Biotech, AI, Automotive Tech, Cybersecurity, green tech/sustainability) for business attraction purposes</li> <li>• EDTC Commissioners participate and present at Chamber of Commerce and other organizational events.</li> <li>• Commissioners participate in city-sponsored business workshops and events (EDS Action Item 5.2)</li> </ul>	

Main Street Revitalization & Milpitas Historic Downtown Business Association	<p>Position Midtown as a community destination for independent retailers, restaurants and services to encourage economic vitality, enhance business marketability, increase property values, and attract people and new businesses.</p> <ul style="list-style-type: none"> <li>• EDTC Commissioners may volunteer as ambassadors to assist in formal and informal business outreach as directed by staff, particularly along Main Street</li> <li>• Serve on City Council <i>ad hoc</i> Main Street Revitalization Sub-Committee <ul style="list-style-type: none"> <li>○ Volunteer ambassadors assist city staff with business outreach for re-building Main Street and re-establishing a business association along Main Street</li> <li>○ Advance placemaking concepts, activation of the Main Street area or related tasks</li> <li>○ Participate in future potential Main Street Business Association</li> </ul> </li> </ul>	
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