



CITY OF MILPITAS

ECONOMIC DEVELOPMENT & TRADE COMMISSION

REGULAR MEETING AGENDA

4:30 PM

Monday, August 10, 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: August 10, 2026
6. Approval of Meeting Minutes: June 8, 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. **Fiscal Year 2027 EDTC Workplan Discussion – Michael Thomas, Economic Development Coordinator (4:45 PM)**

Commissioners requested that this item be agendaized to refine and finalize the proposed Fiscal Year 2027 EDTC Workplan.

Recommendation: Note and file Commissioners' suggestions.

- b. **Economic Indicators Report – Kal Zubair, Economic Development Specialist (5:15 PM)**

Receive a presentation on economic indicators, including demographic, employment, and revenue data from the Office of Economic Development's interns.

Recommendation: Receive the Presentation.

10. Adjournment – Next Regular Meeting Scheduled for Monday, September 14, 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 / 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.

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 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 Michael Thomas at 669-235-1430 or send an e-mail to mthomas@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

REGULAR MEETING MINUTES

Monday, June 8, 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 Rice led the Pledge of Allegiance.

ROLL CALL

Economic Development Specialist Khaled Zubair called the roll.

PRESENT: Chair Daryani, Vice-Chair Conrad Schapira and Commissioners Bill Bhagvat, Lynne Rice, Jacob Sanchez (4:37 PM)

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 Larry Ciardella, Anu Nakka, Alternate #2 Michael Nguyen, Student Commissioner Alice Nguyen

SEATING OF ALTERNATES

No alternates were present.

APPROVAL OF AGENDA

Recommended Action: Approve the June 8, 2026 regular meeting agenda of the Economic Development & Trade Commission as submitted.

Mover / Second: Schapira / Rice

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

Ayes: Daryani, Schapira, Bhagvat, Rice

Noes: None **Abstentions:** None

APPROVAL OF MINUTES

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

Mover / Second: Schapira / Daryani

Motion carried by a vote of: AYES: 2 NOES: 0

Ayes: Daryani, Schapira

Noes: None **Abstentions:** Bhagvat, Rice, Sanchez

PUBLIC FORUM

No speakers provided comments.

ANNOUNCEMENTS

Commissioner Bhagvat reported that he had reached out to several hotels around the area and had received feedback that occupancy related to the FIFA World Cup was minimal. Commissioner Rice commented that she had heard something different.

Commissioner Rice summarized the Great Mall's Earth Day event for 2nd and 3rd grade students, which included a total of 330 attendees. Ms. Rice also announced Simon Properties' National Outlet Shopping Day from June 11-14.

Vice Chair Schapira reported his attendance of other commission meetings to identify opportunities for cross-commission collaboration. Mr. Schapira considers there to be opportunity with the Energy and Environmental Sustainability and the Public Safety Commissions to partner on business attraction efforts.

Councilmember Lam announced the approval of Lyon Living's multifamily townhome project across from Great Mall on McCandless. Councilmember Lam also announced that the City was in the process of onboarding a new City Manager.

Specialist Zubair invited commissioners to attend a small business workshop on July 29 titled Market Smarter, Not Harder.

BUSINESS ITEMS

9a. Taste of Milpitas and FIFA World Cup Preparations Update – Michael Thomas, Economic Development Coordinator

Recommended Action: Receive the presentation and provide suggestions on planning efforts

Chair Daryani introduced the item and Mr. Thomas provided an update on the City's efforts related to the Taste of Milpitas / Watch Party on June 20.

No public comment was provided.

Mover / Second: Rice / Sanchez

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

Ayes: Daryani, Schapira, Bhagvat, Rice, Sanchez

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 August 10.

Mover / Second: Rice / Sanchez

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

Ayes: Daryani, Schapira, Bhagvat, Rice, Sanchez

Noes: None **Abstentions:** None

ADJOURNMENT

Motion to adjourn the meeting (5:57 PM).

Mover/Second: Sanchez / Rice

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

Ayes: Daryani, Schapira, Bhagvat, Rice, Sanchez

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**

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 agendized 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

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	Implement Strategies and Actions: Economic indicators,-branding/marketing assets, and demonstration project policy. • <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> • <u>Explore events like night markets etc to provide pop ups opportunities</u> • <u>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)</u> <u>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.</u> • <u>2026 Sporting events planning and development</u> •	
Commissioner Engagement/ Ambassadorship	• <u>Identify sector-based conferences and events that members and staff should attend (e.g., Biotech, AI, Automotive Tech, Cybersecurity, green tech/sustainability) that align with EDTC business attraction goals for business attraction purposes</u> • <u>EDTC Commissioners participate and present at Chamber of Commerce and other organizational events.</u>	

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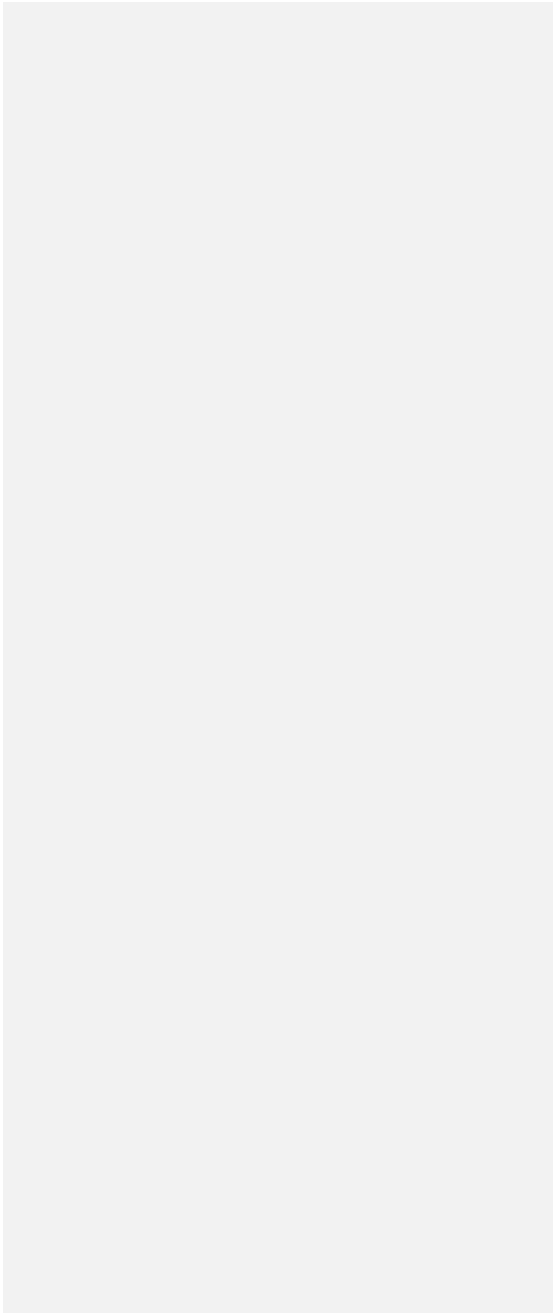
	Commissioners participate in city-sponsored business workshops, <u>chamber of commerce</u> and <u>organizational</u> events (EDS Action Item 5.2)	
Main Street Revitalization & Milpitas Historic Downtown Business Association	Position the Main Street-Abel Street corridor Midtown as a community destination for independent retailers, restaurants and services to encourage economic vitality, enhance business marketability, increase property values, and attract people and new businesses. - EDTC Commissioners <u>collaborate with Milpitas Historic Downtown Business Association</u> may volunteer as ambassadors to assist in formal and informal <u>regarding business outreach and activation</u> as directed by staff, particularly along Main Street Serve on Receive periodic updates from <u>City Council</u> the <u>ad hoc</u> Main Street Revitalization Sub-Committee Volunteer ambassadors assist city staff with business outreach for re-building Main Street and re-establishing a business association along Main Street Advance placemaking concepts, activation of the Main Street area or related tasks Participate in future potential Main Street Business Association	
Innovation District	Support staff in outreach and promotion to business owners regarding development opportunities in the district and MID branding	
Workforce Development & Education - <u>Deferred til August</u>	Promote a diversified workforce and provide training opportunities for Milpitas residents. - Promote Milpitas Youth Force and employ program participants - City/MUSD MOU - Workforce/Educ., career fair, business employment opportunities outreach - EDTC Commissioners help facilitate opportunities with MUSD to engage high school students, and leverage networks at local colleges, universities, trade schools and organizations.	
Manufacturing Day 202 <u>6</u> 5	- Manufacturing Day 20252026: Focus on career opportunities in tech/advanced manufacturing for MUSD high school students. - Continue partnering with the Office of Economic Development <u>and local businesses</u> -to support Manufacturing Day 2026 event by participating as event speakers; promoting and marketing event; leveraging networks and resources	

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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.

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Commissioner Engagement/ Ambassadorship	• 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 • EDTC Commissioners participate and present at Chamber of Commerce and other organizational events. • Commissioners participate in city-sponsored business workshops and events (EDS Action Item 5.2)	

Main Street Revitalization & Milpitas Historic Downtown Business Association	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. • EDTC Commissioners may volunteer as ambassadors to assist in formal and informal business outreach as directed by staff, particularly along Main Street • Serve on City Council <i>ad hoc</i> Main Street Revitalization Sub-Committee ○ Volunteer ambassadors assist city staff with business outreach for re-building Main Street and re-establishing a business association along Main Street ○ Advance placemaking concepts, activation of the Main Street area or related tasks ○ Participate in future potential Main Street Business Association	
Innovation District	• Support staff in outreach and promotion to business owners regarding development opportunities in the district and MID branding	
Workforce Development & Education	Promote a diversified workforce and provide training opportunities for Milpitas residents. • Promote Milpitas Youth Force and employ program participants • City/MUSD MOU - Workforce/Educ., career fair, business employment opportunities outreach • EDTC Commissioners help facilitate opportunities with MUSD to engage high school students, and leverage networks at local colleges, universities, trade schools and organizations.	
Manufacturing Day 2025	• Manufacturing Day 2025: Focus on career opportunities in tech/advanced manufacturing for MUSD high school students. • 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	