



CITY OF MILPITAS

Economic Development and Trade Commission

REGULAR MEETING

AGENDA

4:30 PM

Monday, March 13, 2023

Milpitas City Hall

First Floor Committee Conference Room

455 E. Calaveras Boulevard

1. **Call to Order** (4:30 pm)
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Seating of Alternates**
5. **Approval of Agenda:** March 13, 2023
6. **Approval of Minutes:** January 9, 2023

7. **Public Forum** (4:35 pm)

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 City staff to place the item on a future meeting agenda.

8. **Announcements**

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

9. **Business Items**

- a. **Brown Act Training – Michael Mutalipassi, City Attorney (4:45pm)**

Background: Like local legislative bodies in California, the Economic Development and Trade Commission is subject to public meeting requirements per the Ralph M. Brown Act that guarantee the public's right to attend and participate in public meetings of local legislative bodies. The Brown Act provides legal minimums for local agency transparency and decision making, and is the guide to the public's right of access in government affairs that every Commissioner shall follow.

Per the Brown Act, a meeting is "any congregation of a majority of the members of a legislative body at the same time and location, including teleconference location to hear, discuss, deliberate, or take

any action on any item that is within the subject matter jurisdiction of the legislative body.” Majority for EDTC meetings is four commissioners by virtue of this body’s seven voting members.

Recommendation: Receive presentation

b. Zoning Advisory Committee – Michael Fossati, Senior Planner (5:05pm)

Background: The City of Milpitas is seeking representatives from various City commissions to join the Zoning Advisory Committee (ZAC) and advise on the Comprehensive Zoning Ordinance Update, which will update the City’s outdated Zoning Ordinance to further the [2040 General Plan](#) goals and policies. The ZAC is an ad hoc committee composed of existing City commissions and will convene at key points during the Comprehensive Zoning Ordinance Update process to review working material and provide insight and feedback. Participation by members appointed to the ZAC is temporary; the roles and responsibilities of its members will conclude with City Council adoption of the project, which is anticipated to occur in approximately 2.5 years. The first ZAC meeting is anticipated to occur in May. The attached flyer explains participant roles, responsibilities and commitments.

Recommendations: (1) Receive presentation; (2) Nominate and select Commissioners for two seats on the Zoning Advisory Committee (ZAC).

c. Commission Role and Support to City Staff – Casey McNeil (5:25 PM)

Background: Chairperson McNeil seeks input from the Commissioners on their roles and that of the Commission, and how to best support Economic Development Staff. Chairperson McNeil will (1) explain the purpose, (2) obtain initial feedback from the Commissioners and (3) schedule a future meeting date and time to consider this item further subject to Commission vote.

Recommendation: Provide initial feedback and schedule a future meeting date and time to consider this item further.

10. Adjournment – Next Meeting on Monday, April 10, 2023, at 4:30 PM.

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: mmutalipassi@milpitas.gov / Phone: 408-586-3040

The Open Government Ordinance is codified in the [Milpitas Municipal Code in Title I Chapter 310](#) and is available on the City’s website www.milpitas.gov by selecting “I Want to . . . View “ link.

Materials related to an item on this agenda submitted to the Commission after initial distribution of the agenda packet are available for public inspection on the City website. Commission agendas and related materials can be viewed online: www.milpitas.gov/our-government/commission/economic-developmenttrade/.

APPLY TO SERVE ON A CITY COMMISSION

Commission application forms are available online at <https://www.milpitas.gov/our-government/commission/>
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, contact Alex Andrade at 408-586-3046 or e-mail aandrade@milpitas.gov at least 24 hours 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.