



# ECONOMIC DEVELOPMENT COMMISSION Meeting Minutes

**Date/Time:** Monday, April 18, 2016 at 4:01 pm

**Where:** Milpitas City Hall, Committee Conference Room

**Attendees:** Chair Ablaza; Commissioners Nunez, Owens, Peoples, Strle, Tsao, Wang, Wettenstein; and Alternate Commissioners Reddy and Holthaus; Economic Development Manager Edesa Bitbadal, and Recording Secretary Rachelle Currie

**Excused Absence:** Vice Chair Brahmabhatt; and Commissioners C. Nguyen, M. Nguyen

**Unexcused Absence:** Vice Mayor Montano

## I. Flag Salute

Chair Ablaza called the meeting to order at 4:01pm and led the Pledge of Allegiance.

## II. Roll Call and Seating of Alternates

Chair Ablaza called for Roll. Vice Mayor Montano, Vice Chair Brahmabhatt, Commissioners C. Nguyen and M. Nguyen were not present. Alternate Commissioners Holthaus and Reddy were seated as regular-voting members.

## III. Public Forum (Please *limit comments to 3 minutes*) – None.

## IV. Approval of Agenda

Motion: to approve the agenda as submitted.

Motion/Second: Commissioner Wettenstein / Commissioner Nunez

Motion carried by a vote of:

Ayes:	10
Noes:	0
Absent:	Brahmbhatt, C. Nguyen. M. Nguyen
Abstain:	0

## V. Approval of Minutes – March 14, 2016 Commission minutes

Motion: to approve the March 14, 2016 Economic Development Commission Minutes as submitted.

Motion/Second: Commissioner Owens / Commissioner Holthaus

Motion carried by a vote of:

Ayes:	10
Noes:	0
Absent:	Brahmbhatt, C. Nguyen. M. Nguyen
Abstain:	0

## VI. Announcements

**A. Council Liaison Update** – Vice Mayor Montano is not present at the meeting

**B. Commissioner Updates:**

Commissioner Tsao announced the annual Cupertino Chamber of Commerce Mandarin Workshop on May 21, 2016 at 9am. Commissioner Wettenstein announced the Chamber of Commerce International BBQ weekend is on May 21-22; April 21 is the Chamber of Commerce's Mixer from 5-7pm at the Commonwealth Credit Union. Commissioner Peoples announced Rotary Club's Monday lunch at Dave & Buster's Great Mall.

**C. Staff Report** – Economic Development Manager Bitbadal reported that City Council approved the Landmark Tower 4:1 vote; she reminded Commissioners of the Annual Commissioners' Recognition Event scheduled on April 30; she conveyed that she just got back from a Special San Jose City Council meeting on Minimum Wage Study. She added that Cities Association of Santa Clara County is looking into the effects of the study and Ms Bitbadal will disseminate updated information a received. The City and Chamber of Commerce have teamed up to hold an outreach meeting to businesses and listen/discuss the minimum wage study. Commissioner Strle asked Ms Bitbadal the number of restaurant business licenses in the City; she will get back to the commissioner when she

gets the number from Finance Department. Commissioner Tsao asked about EV station and Commissioner Holthaus would like to get a report on Super Bowl event.

## **VII. New Business**

### **A. Staff Presentation on Draft CIP 2015-2020**

Economic Development Manager Bitbadal introduced Steven Machida, Director of Engineering Department, and Russell Morreale, Director of Financial Services Department as she explained that tonight's presentation arose from last month's PRT presentation by Mr. Rob Means and how to include PRT project in the City's Capital Improvement Program.

Director Machida gave an overview on CIP to the entire commission. He stated that any project that would cost \$5,000 and greater is included in the Capital Improvement Program; that all the projects are required to go through the public contract process including bidding process. Historically, the approval process goes through the Planning Commission to get concurrence and to make sure it's consistent with the City's General Plan. It then goes through City Council's Finance Subcommittee as a preview of the budget before it goes to the full Council. Mr. Machida showed a powerpoint presentation, of City projects and highlighted the status of each project. Those projects shown were: a) MSC Pools; b) Sports Center fields; c) BART project; d) automated water meter replacement; e) South Main Reconstruction; f) Abel Street Repaving; g) McCarthy Landscape Rehabilitation; h) Soundwall Renovation; and i) Higuera Adobe Park. Staff turned it over to Director Morreale.

Director Morreale informed the commission that the budget process starts around December, January and that the City only adopts the first year of the 5-year CIP. Mr. Morreale went through his presentation and explained to the commission the component of the 5-year CIP and added that the projects are funded from variety of sources. He highlighted projects that staff is hoping to be adopted by City Council and he ended the presentation noting that the plans for unidentified projects are out there but staff are looking for funds in the future.

Questions and Answers portion ensued between the commission and staff. Questions included, example water budget, desalination, use of recycled water, project priority listing, flood zone areas, pump station, PRT item, etc. Staff (on PRT item) suggested that the individual could talk to the City Council if anyone wants the PRT to be looked at as one of the projects to be included in CIP. Commissioner Strle mentioned that Mr. Means wants the entire commission's support to put the PRT item on CIP and Commissioner Peoples asked if the funding needs to be identified first. Mr. Machida said that it's important to identify the funding when suggesting a project to be included in CIP. Commissioner Strle stated that the City has mandated projects often times take priorities. Mr. Machida responding to Commissioner Strle's statement said that staff focus on core services for the community and if we do not have funding to fund core services it would be hard to fund other projects. Ms. Bitbadal ended the questions/answers portion by reiterating that the Planning Commission is mandated to approved the draft CIP for City Council approval.

## **VIII. Unfinished Business – None**

### **IX. Adjourn – Commissioner Tsao motioned, and seconded by Commissioner Nunez to adjourn the meeting at 5:03pm to the regularly-scheduled commission meeting on Monday, May 9, 2016, at 4:00pm. Agenda items would include Chief Building Official's presentation on Comparative Building Permit Fees; and Economic Development Manager's update (if any) on Minimum Wage Study. The motion carried unanimously.**