



Agenda ***Sister Cities Commission***

July 7, 2016 – SPECIAL MEETING
Milpitas City Hall, 4th Floor Conference Room
455 E. Calaveras Blvd.
6:00 PM

- I. Roll Call**
- II. Seating of Alternates**
- III. Pledge of Allegiance**
- IV. Approval of Minutes: April 28, 2016**
- V. Approval of Agenda: July 7, 2016**
- VI. Announcements / Correspondence**
Items directly related to the Sister Cities Commission (SCC) and City of Milpitas business.
- VII. Public Forum**
Members of the audience are invited to address the commission in any subject not on tonight's agenda. Speakers must supply their name and address for the record. Commissioners cannot respond to issues brought forward, but may request that the matter be added to the agenda of a future meeting.
- VIII. New Business**
 - 1. Cancellation of Regular July Meeting**
Background: The SCC typically cancels its July meeting to coincide with the City Council's break during this month.

Recommendation: Cancel the July 28, 2016 SCC meeting and adjourn this meeting to the next regularly scheduled meeting of August 25, 2016.
 - 2. FY2016-17 Work Plan & September 6, 2017 Council Presentation**
Background: The SCC is required to submit a work plan each year, which it does on a fiscal year basis to coincide with the academic year.

Recommendation: Review current year's work plan and draft work plan for FY16-17. Suggest edits and new activities. Direct staff to finalize FY16-17 Work Plan with Chair Grilli, as needed, in preparation for September 6 Council presentation.

3. Select a Student Liaison for FY15-16

Background: When the prior Student Liaison resigned after one academic year of service, the SCC discussed establishing a practice of setting a one year term to this position. Staff is researching if this requires a change of the by-laws. In the meantime, staff received eight resumes from Digital Business Academy students (Milpitas High School) that are eager to serve as Student Liaison. Of the eight, staff recommends considering four of the resumes and ranking these from one (highest) through four (lowest). The first student would be called and asked to fill out an application by a reasonable date. If he / she does not, is no longer interested, or misses the deadline, then the next student on the list will be asked to complete an application. This procedure is recommended because the student must first obtain parental approval and because of the time it will take for mayoral recommendation and Council approval.

Recommendation: Review recommended four student applications and rank accordingly. Direct staff to contact the highest-ranking student and then follow approved procedure, as needed.

IX. Old Business

1. Discuss Ideas and Methods to Promote the Sister City Program

Background: The SCC has discussed specific actions to raise awareness about the Sister Cities Program.

Recommendation: Decide how to implement the ideas and determine a schedule.

2. City Plaza Signs

Background: The SCC reviewed picture samples of how other cities depict sister city relationships. One style was preferred from Fort Worth, Texas, and staff was asked to research costs. Two other styles, used by the City of San Jose, will also be considered.

Recommendation: Staff will present potential signs and cost estimates for review.

3. E-Pal Project with Sister Cities

Background: The project has ended for this academic year. Students are encouraged to maintain email contact with each other during the summer and into the future. New matches of students will be conducted in September.

Recommendation: Note receipt and file.

4. Tsukuba City, Japan

Background: Milpitas and Tsukuba signed an updated Memorandum of Understanding (MOU) effective October 7, 2014 for a five-year term, ending October 7, 2019. Vice Chair Arbaugh is the lead commissioner.

Recommendation: Receive updates and discuss possible student and/or adult visits and other exchanges as available.

5. Dagupan City, Philippines

Background: Milpitas and Dagupan signed an updated MOU in October 7, 2014 for a five-year term, ending October 7, 2019. A lead commissioner is needed for this sister city relationship.

Recommendation: Determine a lead commissioner. Receive updates and discuss possible student and/or adult visits and other exchanges as available.

6. Huizhou Municipality, China

Background: Milpitas and Huizhou signed an updated MOU on October 15, 2013 for a five-year term, ending October 15, 2018. Chair Grilli is the lead commissioner for this relationship.

Recommendation: Receive updates and discuss possible student and/or adult visits and other exchanges as available.

7. Seongnam City, South Korea – Friendship City

Background: Seongnam City became a Friendship City with the City of Milpitas on April 8, 2015. The SCC conducted a thorough review process and is currently willing to recommend Seongnam City for a Sister City Relationship to the Council. During a review point in the English and Korean language MOUs, Seongnam contacts did not respond. The matter was left in limbo until separate informal discussions occurred between Dr. Eun-hee Koo, the Council and Staff Liaisons.

Recommendation: Direct staff to reopen the MOU-editing process with Seongnam's representative.

VI. Student Liaison Report

VII. City Council Liaison Report

VIII. School District Liaison Report

IX. Future Agenda Items

Ongoing Sister City Relationships / Cultural Exchanges

1. Tsukuba, Japan

2. Dagupan, Philippines
3. Huizhou, China
4. Seongnam City, South Korea (Friendship City)

Possible New Business

5. Sister City Relationship with a city in Latin America
6. Work Plan & Council Presentation, September 6, 2016

X. Adjournment

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