

City of Milpitas

SISTER CITIES COMMISSION AGENDA
August 28, 2008
Milpitas City Hall, Committee Conference Room, 1st Floor
455 E. Calaveras Blvd.
7:00 PM

The Sister Cities Commission serves as an advisory body on matters affecting sister cities relationships, programs and activities. The sister cities Commission will also review applications for sister city affiliations and forward recommendations to City Council for establishment of future agreements.

Sister Cities Commission

Dennis Grilli, Chair	Nolan Chen
Debra Dugdale, Vice Chair	Roselda Mateo
Massoud Arefi	Beverly McCarter
Maria Magdalena Ortega	
Alternate(s):	Dana Arbaugh Marsha Binh Tran

GENERAL ORDER OF BUSINESS

- | | |
|-----------------------|-----------------------|
| * Call to Order | * Reports |
| * Approval of Minutes | * Unfinished Business |
| * Public Input | * New Business |
| * Announcements | * Future Agenda Items |
| * Approval of Agenda | * Adjournment |

CITIZENS' FORUM

Members of the audience are invited to address the Commission under "Public Input" on any subject not scheduled on this agenda. Speakers must state their name and address for the Secretary's record and limit their remarks to under two minutes. As an item not on the agenda, no response is required of City staff or the Commission; however, the Commission may place the item on the agenda for a future meeting.

AGENDA INFORMATION

Copies of the agenda and supplemental documents relating to specific agenda items are available for review (there may be a charge for copies) in the Office of the City Clerk at City Hall on Friday preceding a regularly scheduled meeting of the Sister Cities Commission (fourth Thursday of the month). A copy of the agenda is also available for review at the Milpitas Library. **A recorded agenda or minutes on standard cassette or printed in large type will be provided upon request by the Clerk's Office for the visually impaired.** Additional information may be obtained from the City Clerk's Office, 455 Calaveras Blvd., Milpitas, CA 95035 (408) 586-3209.

In compliance with the Americans With Disabilities Act, individuals requiring accommodation for this Meeting should notify the City Clerk's Office 48 hours prior to the meeting at (408) 586-3209, TDD (408)586-3208.

AGENDA

Sister Cities Commission

Thursday, August 28, 2008
Milpitas City Hall, Committee Conference Room
455 E. Calaveras Blvd.
7:00 PM

- I. Roll Call**
- II. Seating of Alternates**
- III. Pledge of Allegiance**
- IV. Approval of Minutes: July 24, 2008**
- V. Approval of Agenda**
- VI. Announcements/Correspondence**
- VII. Public Forum**

Members of the audience are invited to address the Commission on 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 placed on the agenda of a future meeting.

VIII. Old Business

1. VOLUNTEER CHAPERONE: CONSIDERATION OF PROCESS FOR SISTER CITY VOLUNTEERS DURING STUDENT EXCHANGES

Background: At the July meeting, staff suggested the use of the Milpitas Volunteer Program (MVP) to reach out to the public for possible volunteer chaperones. The commissioners agreed this would be a good option and continued this item to the next meeting when Chair Grilli will be present for further discussion.

Staff's research indicates that the City's volunteer program should meet the concerns expressed by the commission regarding chaperones. The program requires individuals to submit an application prior to serving as a volunteer. In addition, the submittal of an application then allows the city to conduct a background check and take fingerprints if needed.

Recommendation: Discuss concept and provide direction to staff.

2. HUIZHOU CITY, CHINA: STATUS REPORT ON SISTER CITIES RELATIONSHIP

Sister Cities Commission Agenda – August 28, 2008

Background:

Lead Commissioners: Chair Grilli and Commissioner Dugdale.

- A student trip to Huizhou is being researched.
- The City Council will review the draft MOU on August 19.

Recommendation: Receive verbal report from Lead Commissioners Grilli and Dugdale.

3. DAGUPAN CITY, PHILLIPINES: STATUS REPORT ON SISTER CITIES RELATIONSHIP

Background:

Lead Commissioners: Mateo and Dugdale.

- A government-to-government visit will take place in early October. The delegation plans to attend the October 7, 2008 City Council meeting and have presentations on e-governance and the open government ordinance.
- The term of the Memorandum of Understanding between Milpitas and Dagupan runs through June 2009.

Recommendation: Receive verbal report from Lead Commissioners Mateo and Dugdale.

4. TSUKUBA CITY, JAPAN: STATUS REPORT ON SISTER CITY RELATIONSHIP

Background:

Lead Commissioners: Dugdale and Arbaugh.

- Three students and one adult from Tsukuba visited Milpitas from July 30th to August 9th.
- The term of the Memorandum of Understanding between Milpitas and Tsukuba runs through December 2008. The commission will discuss their proposed requirements for the renewal of the MOU.

Recommendation: Receive status report from Lead Commissioners Dugdale and Arbaugh and direction from the commission regarding the MOU.

5. WESTERN EUROPEAN SISTER CITY RESEARCH STATUS REPORT

Background:

Lead Commissioners: Arefi and Arbaugh.

- Commissioner Arefi is continuing research on the potential for a western European sister city.
- Receive update from Commissioner Arbaugh on Hochheim, Germany.
- Receive update on Delft, the Netherlands.
- Receive update on Cookstown in Northern Ireland.

Recommendation: Receive update from Lead Commissioners Arefi and Arbaugh.

IX. CITY COUNCIL LIAISON REPORT

XI. SCHOOL DISTRICT LIAISON REPORT

XII. FUTURE AGENDA ITEMS

1. Sister City Relationships/Cultural Exchanges:
 - i. Huizhou City, China – Expiration of agreement
 - ii. Dagupan City, Philippines
 - iii. Tsukuba City, Japan – Expiration of agreement
2. Western European Sister City Research

XIII. ADJOURNMENT

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, boards, councils 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 OF THE ORDINANCE, CONTACT THE OPEN GOVERNMENT SUBCOMMITTEE** at the City Attorney's office at the Milpitas City Hall, 455 E. Calaveras Blvd, Milpitas, CA 95035.

E-mail: mogaz@ci.milpitas.ca.gov

Fax 408/586-3040

Phone 408/586-3000

A free copy of the Open Government Ordinance is available from the City Clerk's Office or by visiting the City's website www.ci.milpitas.ca.gov Select Open Government Ordinance under News Features

Materials related to an item on this Agenda submitted to the Sister Cities Commission after initial distribution of the agenda packet are available for public inspection at the City Clerk's Office/Information Counter at Milpitas City Hall, 455 East Calaveras Boulevard, Milpitas, California 95035 during normal business hours.