



Agenda ***Sister Cities Commission***

September 27, 2012
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: June 28, 2012**
- V. Approval of Agenda: September 27, 2012**
- 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. Old Business**
 - 1. Open Governance Ordinance Training**

Background: At the June 28 meeting, staff presented the training requirements of Municipal Code I 310-4.40 for all City Commissioners. The Declaration Form for Commissioners to sign after they watch the training and review the ordinance was also reviewed. City staff also sent a follow-up email on August 23. Ordinance training and the form are available on the City website:

http://www.ci.milpitas.ca.gov/government/commissions/commission_members.asp

At the meeting as well as during the interim between the June and September meetings, the following commissioners turned in completed forms: Dennis Grilli, Karen Serpa, Dana Arbaugh, Marsha Tran, Roselda Mateo, German Galvan.

Recommendation: Agree to complete this training and send a Declaration Form by a specific date to the Staff Liaison for filing with the City Clerk's Office.

2. Town Hall Meeting – Thursday, October 11 7 – 9PM

Background: The Commission reviewed the possibility of hosting an information table earlier this year and requested that planning be placed on the agenda preceding this event.

Recommendation: Receive staff update and request volunteers to arrive by 6:30pm to host an information table about Milpitas sister cities.

3. Report from Ad Hoc Subcommittee

Background: No meeting was scheduled since the previous Subcommittee meeting on June 6 (minutes are posted on the Commission’s web page). Vice Chair Serpa will provide a verbal report to update actions taken on a citywide event that may provide fundraising opportunities for the Commission.

Recommendation: Receive report from Subcommittee Chair Serpa.

4. Use of Social Media for Sister Cities Relationships

Background: At previous meetings, the SCC discussed current and potential uses of social media. The Student Liaison will provide a verbal report regarding contact between Milpitas High School and sister city students will be.

Recommendation: Receive report from the Student Liaison. Discuss next steps and / or explore new ideas.

5. Sister Cities International (SCI) Website

Background: SCI presented a revamped website that offers a “badge” or logo that demonstrates membership. Staff researched use of this badge, which can be used in specialty printed items such as banners, brochures and flyers. However, to maintain consistency with official City business, the badge cannot be used on City letterhead. On a related item, staff verified correct membership names and email addresses for Commissioners. Each should receive emails sent by SCI at the email address provided to the City.

Recommendation: Note receipt and file.

6. MCTV-26 Focus on City Commissions

Background: At is May 24 meeting, SCC discussed the concept proposed to create a segment focusing on duties and activities. Commissioner Arefi attended a scoping meeting for filming in June.

Recommendation: Receive report from Commissioner Arefi.

7. Sister City Commission Promotional Expenses

Background: At the beginning of this fiscal year, the Commission has a spending limit of \$6,240. No expenses were charges as of July 1, 2012.

Recommendation: Note receipt and file.

8. Tsukuba City, Japan

Background: Commissioner Arbaugh leads this sister city relationship. Milpitas and Tsukuba signed an updated Memorandum of Understanding (MOU) on September 1, 2009 for a five-year term, ending September 1, 2014.

Recommendation: Receive report from Lead Commissioner Arbaugh about possible student and/or adult visits and other exchanges as available.

9. Dagupan City, Philippines

Background: Commissioner Mateo leads this sister city relationship. Current developments: A student delegation will visit Milpitas and attend Milpitas High School (MHS) October 13 – 20. The delegation will include four adults. Milpitas and Dagupan signed an updated MOU in September 15, 2009 for a five-year term, ending September 15, 2013.

Recommendation: Receive report from Lead Commissioner Mateo regarding a Dagupan student delegation visit in October. Discuss adult and student activities.

10. Huizhou Municipality, China

Background: Chair Grilli leads this sister city relationship. Current Developments: A delegation of Huizhou Officials will visit Milpitas September 30 – October 5 with a presentation at the City Council Meeting on October 2, 2012. Then, a student delegation will visit Milpitas and attend Milpitas High School October 13 – 20. The delegation will include two adults. All student activities and home stays will be coordinated through MHS. Milpitas and Huizhou signed an updated MOU on September 20, 2008 for a five-year term, ending September 20, 2013.

Recommendation: Receive report from Chair Grilli regarding a separate visiting delegation of officials in and a student delegation visit in October. Discuss adult and student activities.

11. Comune de Figline Valdarno, Italy

Background: Vice Chair Serpa leads this sister city relationship. Milpitas and Figline Valdarno signed their first MOU on May 8, 2012 for a two-year term.

Recommendation: Receive report from Vice Chair Serpa about possible student and/or adult visits and other exchanges as available.

12. City Council Liaison Report

13. School District Liaison Report

14. Future Agenda Items

- a. Sister City Relationships / Cultural Exchanges
 - i. Tsukuba, Japan
 - ii. Dagupan, Philippines
 - iii. Huizhou, China
 - iv. Figline Valdarno, Italy
- b. Ad Hoc Subcommittee Report
- c. Open Governance Ordinance Training
- d. Use of Social Media for Sister Cities Relationships / Student Liaison
- e. Sister City Commission Promotional Expenses

15. Adjournment

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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.

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 at Milpitas City Hall, 455 E. Calaveras Blvd., Milpitas during normal business hours.

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E-mail: mogaz@ci.milpitas.ca.gov / Fax 408/586-3030 / Phone 408/586-3040

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