



Agenda

Sister Cities Commission

August 27, 2015
Milpitas City Hall, Committee Conference Room
455 E. Calaveras Blvd.
6:00 PM

- I. Roll Call**
- II. Seating of Alternates**
- III. Pledge of Allegiance**
- IV. Approval of Minutes: May 28, 2015**
- V. Approval of Agenda: August 27, 2015**
- 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. SCC Presentation to City Council on September 1, 2015**
Background: In January, City Manager Tom Williams proposed that all commissions present their annual work plans to the City Council to help the Council keep abreast with its advisory commissions. Staff will review presentation content with the SCC including the annual work plan, a proposal to change the by-laws, and recommend that Memorandum of Understanding between the City of Milpitas and Seongnam City be approved by the Council. All commissioners are encouraged to attend the September 1 Council meeting starting at 7PM.

Recommendation: Receive staff presentation and discuss details.

IX. Old Business

1. Annual Work Plan and Council Presentation

Background: At the May 28 meeting, the SCC reviewed planning for the upcoming fiscal year and set the priorities for July 1, 2015 through June 30, 2016. Staff will review the list of items from the current work plan and provide new topics for consideration. This is in preparation of a presentation to the City Council on September 15, 2015.

Recommendation: Review work plan elements and discuss. To the extent time allows, determine the schedule for work plan elements.

2. Seongnam City, Draft Memorandum of Understanding Review

Background: At its March 26 meeting, the SCC approved recommendation of Seongnam City as a sister city with Milpitas, provided direction for the content of the MOU, and approved that Chair Grilli work with staff on a final draft in preparation for the Sept. 1 presentation to City Council. A draft MOU is attached.

Recommendation: Review final draft MOU.

3. Fundraising & Promotions Subcommittee

Background: At the January 22 meeting, the SCC formed a subcommittee to conduct research on how other cities support sister city efforts including specific areas of fundraising and promoting sister city relationships. Commissioners Arbaugh and Arefi volunteered to form this subcommittee. Commissioner Arefi provided a verbal report at the last meeting.

Recommendation: Receive report from the subcommittee. Discuss next steps.

4. Sister City Display of Memorandums of Understanding (MOUs)

Background: At the January 22 meeting, an inquiry was made regarding display of MOUs and art provided by sister cities. Commissioner Nolan will be the SCC's contact with staff on this project moving forward with updates reported, as available.

Recommendation: Receive staff report.

5. E-Pal Project with Sister Cities

Background: This project is gearing up for the 2015-16 academic year. A review between staff and the Digital Business Academy teacher will lead to a few procedural changes intended to start the project earlier in September.

Recommendation: Receive staff report.

6. 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.

7. 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.

8. 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.

VI. Student Liaison Report

VII. City Council Liaison Report

VIII. School District Liaison Report

IX. Future Agenda Items

- a. Sister City Relationships / Cultural Exchanges
 - i. Tsukuba, Japan
 - ii. Dagupan, Philippines
 - iii. Huizhou, China
- b. Sign Noting Sister Cities in City Plaza
- c. Sister City Relationship with a city in Latin America

X. Adjournment

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