

# City of Milpitas

## SISTER CITIES COMMISSION AGENDA

January 27, 2011

Milpitas City Hall, Committee Conference Room, 1<sup>st</sup> 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

Marsha Binh Tran

Massoud Arefi, Vice Chair

Maria Magdalena Ortega

Dana Arbaugh

Roselda Mateo

Karen Serpa

Alternate(s): Miriam Harden  
German Galvan

Student Non-Voting Member: Alexander Quejado

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### **GENERAL ORDER OF BUSINESS**

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

# ***AGENDA***

## ***Sister Cities Commission***

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Thursday, January 27, 2011  
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:** October 28, 2010

**V. Approval of Agenda**

**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 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. New Business**

**1. ELECTION OF NEW OFFICERS**

Existing SCC bylaws state that a Chair and Vice Chair are to be selected annually at the first meeting of the year for a term of one year. The Chair is responsible for calling to order and presiding over all sessions. The Vice Chair assumes the Chair's duties in his/her absence. A copy of the Bylaws has been included in the agenda packet emailed to commissioners.

**RECOMMENDATION:** Conduct elections of Chair and Vice Chair positions.

## IX. Old Business

### 1. TSUKUBA CITY, JAPAN: 15<sup>th</sup> ANNIVERSARY PHOTO EXCHANGE

**Background:** Commissioners Arbaugh and Tran lead this sister city relationship.

- Milpitas and Tsukuba signed an updated Memorandum of Understanding (MOU) in August 2009 for a five-year term.
- Visits between Milpitas and Tsukuba will not take place in 2010. A photo exchange will celebrate the 15<sup>th</sup> anniversary in 2011.
- Yoshimi Tsukuda, staff in the International Affairs Division of the Citizens Service Department, is the new contact for Tsukuba.

**Recommendation:** Receive updates from Lead Commissioners Arbaugh and Tran. Discuss implementation criteria for the photo exchange in October 2011. Form a basic action plan with due dates for involved commissioners.

### 2. HUIZHOU CITY, CHINA: STATUS REPORT

**Background:** Chair Grilli leads this sister city relationship.

- Milpitas and Huizhou signed an updated MOU in September 2008 for a five-year term.
- Report information about possible student and / adult exchanges.

**Recommendation:** Receive Chair Grilli's report of the official delegation visit on December 7, 2010.

### 3. DAGUPAN CITY, PHILIPPINES: STATUS REPORT

**Background:** Commissioner Mateo leads this sister city relationship.

- Milpitas and Dagupan signed an updated MOU in September 2009 for a five-year term.
- Report information about possible student and / or adult exchanges as available.

**Recommendation:** Discuss new information as available.

### 4. NAM-GU CITY, INCHEON, SOUTH KOREA: STATUS REPORT

**Background:** Commissioner Chen leads this friendship city relationship.

- Milpitas and Nam-gu signed an open-ended friendship agreement in July 2009.
- Report information about possible activities as available.

**Recommendation:** A commissioner is needed to lead communications with this friendship city. Discuss new information as available.

### 5. RESEARCH OF WESTERN EUROPEAN CITIES: STATUS REPORT

**Background:** Commissioners Arbaugh, Arefi and Serpa lead research for possible sister city relationships with the following western European cities:

- Province of Florence, Italy: Commissioner Serpa and Vice Mayor McHugh will work together on continued contact with a city in this province and to research opportunities with other Italian cities.
- Karlshamn, Sweden: A letter from Mayor Sven-Ake Svensson dated December 17, 2010 was sent to Mayor Esteves. A copy is included in the agenda packet.

**Recommendation:** Receive updates as available and take action to remove non-responsive cities from the agenda.

**X. City Council Liaison Report**

**XI. School District Liaison Report**

**XII. Future Agenda Items**

Sister City & Friendship Relationships / Cultural Exchanges:

1. Huizhou City, China
2. Dagupan City, Philippines
3. Tsukuba City, Japan
4. Nam-gu City, Incheon, South Korea
5. Research of Western European Cities

**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.

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.

For more information on your rights under the Open Government Ordinance or to report a violation of the ordinance, contact the City Attorney's office at Milpitas City Hall, 455 E. Calaveras Blvd, Milpitas, CA 95035  
E-mail: [mogaz@ci.milpitas.ca.gov](mailto:mogaz@ci.milpitas.ca.gov) / Fax 408/586-3030 / Phone 408/586-3040

*The Open Government Ordinance is codified in the Milpitas Municipal Code as Title I Chapter 310 and is available online at the City's website [www.ci.milpitas.ca.gov](http://www.ci.milpitas.ca.gov) by selecting the Milpitas Municipal Code link.*

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