



Agenda ***Sister Cities Commission***

June 28, 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: May 24, 2012**
- V. Approval of Agenda: June 28, 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. New Business**
 - 1. Open Governance Ordinance Training**
Background: Municipal Code I 310-4.40 Sections a, b and c, requires this training for all City Commissioners. Ideally, after that, every 3 years commissioners should watch it again. The Declaration Form for Commissioners to sign after they watch the training and review the ordinance is available on the City website:

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

Commissioners may also borrow a DVD (40 minutes in length) available for you to watch, and then attest on the Declaration Form that you watched this training. Staff sent an email to Commissioners (attached to website posting) on May 30, 2012.

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. Report from Ad Hoc Subcommittee

Background: At its May 24 meeting, the SCC formed an ad hoc subcommittee for the purposes of reviewing fundraising ideas and a possible “international day” event. The Subcommittee met on June 6 and the minutes are posted on the Commission’s web page.

Recommendation: Receive report from Subcommittee Chair Serpa.

3. Use of Social Media for Sister Cities Relationships

Background: At its May 24 meeting, the SCC decided to add this item to the agenda to discuss current and potential uses of social media with an emphasis on a report from the Student Liaison regarding contact between Milpitas High School and sister city students.

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

4. Sister Cities International (SCI) Membership and Website

Background: The SCC’s membership was due to expire June 30 and staff processed payment of \$680.00 the week of June 11. Funding for the membership comes from a budget line item for SCC membership and dues. In addition, SCI presented a revamped website and offers a “badge” or logo that demonstrates membership. An email describing these changes is attached with the website posting. Also, staff is working on verifying correct membership names and emails.

Recommendation: Review May 23, 2012 email from SCI and discuss.

5. Cancellation of July and August Meetings

Background: Due to low activity with sister city relationships during the summer, the SCC has traditionally cancelled its July and August meetings.

Recommendation: Discuss and cancel meetings due to no immediate pending business.

IX. Old Business

1. MCTV-26 Focus on City Commissions

Background: At its May 24 meeting, SCC discussed the concept proposed to create a segment focusing on duties and activities. Chair Grilli and Commissioner Arefi stated they are willing to attend a scoping meeting in June.

Recommendation: Receive report from Chair Grilli and / or Commissioner Arefi.

2. Sister City Commission Promotional Expenses

Background: After authorizing payments for the purchase of national flags of sister cities, the amount available through June 30 for expenses is \$527.04. An expense listing is attached to the website posting.

Recommendation: Note receipt and file.

3. 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, 2012.

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

4. Dagupan City, Philippines

Background: Commissioner Mateo leads this sister city relationship. 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.

5. Huizhou Municipality, China

Background: Chair Grilli leads this sister city relationship. 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 visiting delegation of officials in July and a student delegation visit in October. Receive report from School Board Liaison Alisantosa regarding possibility of a Milpitas student / adult delegation visit to Huizhou.

6. Comune de Figline Valdarno, Italy

Background: Vice Chair Serpa leads this sister city relationship. Milpitas and Figline Valdarno will sign the first MOU on May 8, 2012.

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

X. City Council Liaison Report

XI. School District Liaison Report

XII. Future Agenda Items

1. Sister City Relationships / Cultural Exchanges
 - i. Tsukuba, Japan
 - ii. Dagupan, Philippines
 - iii. Huizhou, China
 - iv. Figline Valdarno, Italy
2. Ad Hoc Subcommittee Report
3. Open Governance Ordinance Training
4. Use of Social Media for Sister Cities Relationships
5. Sister City Commission Promotional Expenses
6. Sister Cities International (SCI) Website

XIII. 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.

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 / 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 by selecting the Milpitas Municipal Code link.

In compliance with the Americans With Disabilities Act, individuals requiring accommodation for this meeting should notify the Sister Cities Commission Recording Secretary 48 hours prior to the meeting at (408) 586-2600, TDD (408) 586-2611.