



Agenda

Sister Cities Commission

May 22, 2014
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: April 24, 2014**
- V. **Approval of Agenda: May 22, 2014**
- 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 – None**
- IX. **Old Business**
 1. **International BBQ & Festival, May 31 – June 1**

Background: At the April 24 meeting, the SCC considered participation at this event. Staff has since reviewed commissioner availability and found that not all public hours will be covered. Additionally, this event will draw a regional audience and the booth space will cost \$500.

Recommendation: Withdraw participation in this event for the above reasons.
 2. **FY 2014-15 Work Plan & Timeline**

Background: The SCC continues its detailed discussion and review of a proposed format and elements of an annual work plan for July 1, 2014 – June 30, 2015. For this session, review specific work plan elements in a timeline format.

Recommendation: Review the timeline and discuss work plan elements.

4. Sister City Commission Promotional Expenses

Background: At the beginning of this fiscal year, the Commission has a spending limit of \$6,240. Expenses totaling \$7,159.25 are shown on the listing in the SCC agenda packet, for a total negative balance of \$909.25.

Recommendation: Review remaining expenses of this fiscal year.

5. SCI International Conference 2014

Background: The Sister Cities International Conference will be held at the San Jose Fairmont July 31 – August 2, 2014. Vice Chair Serpa and the Staff Liaison are registered. Staff has since registered the Student Liaison at \$250 level (no overnight stay) for the Youth Leadership Summit. Staff has inquired of an Economic Development Commission member would like to attend.

Recommendation: Receive update on interest from the EDC.

6. E-Pal Project with Sister Cities

Background: There is renewed interest for connection with high school students from Tsukuba.

Recommendation: Receive updates from staff regarding contact with the Milpitas High School Digital Business Academy.

7. Home-stays for Dagupan and Huizhou Students, October 2014

Background: The SCC set a deadline of June 20 to accept home-stay applications. Staff received an update of current outreach from Milpitas High School Associate Principal Hilary Brittan and continued with other efforts.

Recommendation: Receive staff report and updates from Dagupan and Huizhou lead commissioners. Continue discussion to reach MHS students and parents / guardians.

8. Tsukuba City, Japan

Background: Staff received an email from Tsukuba staff requesting the start of another e-pal project and reviewing the anniversary dates for future special projects.

Discuss next steps in the process to review this sister city relationship. Commissioner Arbaugh is the lead commissioner for Tsukuba.

Milpitas and Tsukuba signed an updated Memorandum of Understanding (MOU) on September 1, 2009 for a five-year term, ending September 1, 2014.

Recommendation: Discuss MOU and upcoming recommendation to City Council.

9. Dagupan City, Philippines

Background: Staff received an email from Dagupan noting that the MOU review is in process. Staff responded with a request to provide comments by June 16.

Discuss next steps in the process to review this sister city relationship. Commissioner Mateo is the lead commissioner for Dagupan.

Milpitas and Dagupan signed an updated MOU in September 15, 2009 for a five-year term, ending September 15, 2014.

Recommendation: Discuss the draft MOU and upcoming recommendation to City Council, as needed.

10. Huizhou Municipality, China

Background: There is no updated communication between Milpitas and Huizhou staff regarding the student visit in October and interest in economic development activities. Huizhou staff is researching inquiries from the SCC.

Chair Grilli leads this sister city relationship.

Milpitas and Huizhou signed an updated MOU on October 15, 2013 for a five-year term, ending October 15, 2018.

Recommendation: Receive report from Chair Grilli and staff.

X. City Council Liaison Report

XI. School District Liaison Report

XII. Future Agenda Items

- a. Sister City Relationships / Cultural Exchanges
 - i. Tsukuba, Japan
 - ii. Dagupan, Philippines
 - iii. Huizhou, China
- b. Figline-Incisa, Italy
- c. Seongnam City, South Korea
- d. FY 2014-15 Work Plan
- e. August 28, 2014 Meeting

XIII. Adjournment

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