



Agenda ***Sister Cities Commission***

November 20, 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: October 23, 2014**
- V. Approval of Agenda: November 20, 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. Old Business**
 - 1. Fundraising Workshop: Discussion and Next Steps**
Background: The SCC participated in a workshop at its October 23 meeting. There was extensive discussion on how to begin fundraising. Commissioners participated in open discussion topics, including forming "The Why List," detailing why people would be interested in the work of the SCC. One major concern was the level of participation each commissioner would provide to fundraising efforts.

Recommendation: Review presentation, level of commitment and ideas for next steps.
 - 2. Student E-Pal Project: Sister Cities & Milpitas High School Digital Business Academy**
Background: Communication between Milpitas and Sister Cities students continues. There have been problems with some email addresses and these are in process with follow-up and correction. A letter of thanks from Mayor Esteves to Principal Cheryl Lawton was send commending the support and coordination provided by teacher Andrea Hutchinson (attached).

Recommendation: Receive update from staff.

3. Sister City Commission Promotional Expenses

Background: At the beginning of this fiscal year, the Commission has a spending limit of \$6,240. Expenses totaling \$1,444.02 are shown on the listing in the SCC agenda packet, for a total balance of \$4,795.98.

Recommendation: Discuss anticipated expenses for remainder of fiscal year.

4. Tsukuba City, Japan

Background: The updated Memorandum of Understanding (MOU) with a five-year extension through October 7, 2019 was approved by Council. Signed originals were returned to Tsukuba staff with a letter from Mayor Esteves to Mayor Ichihara (included in agenda packet). This MOU was updated on the commission's page of the City's website.

Recommendation: Receive staff report.

5. Dagupan City, Philippines

Background: The updated Memorandum of Understanding (MOU) with a five-year extension through October 7, 2019 was approved by Council. Signed originals were provided to Dagupan staff after the signing ceremony. This MOU was updated on the commission's page of the City's website.

The student visit went well with all Spirit Week activities attended and a trip to the San Jose Tech Museum chaperoned by City and Dagupan staff. For the first year, and ongoing from here, host family adults were fingerprinted by the Milpitas Police Department with Department of Justice background checks conducted. Host families were understanding and supportive of the new requirement. Hosting parents received the attached letter of thanks from Mayor Esteves. Another success was the coordination offered by the Milpitas High School. A letter of thanks from Mayor Esteves was sent to Principal Cheryl Lawton (included in agenda packet).

Recommendation: Receive staff report.

6. Huizhou Municipality, China

Background: Other than participation in the E-Pal Project, there is no new information to report. Milpitas and Huizhou signed an updated MOU on October 15, 2013 for a five-year term, ending October 15, 2018.

Recommendation: Note receipt and file.

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
2. Figline-Incisa, Italy
3. Sister Cities on City Welcome Signs
4. Sports Promotion Presentation
5. Review of Future Student Visits

XIII. Adjournment

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