



AGENDA

VALLEJO SISTER CITY COMMISSION SPECIAL MEETING – 7:30 p.m.

Pelton Stewart, Chairperson
Elissa Shanks-Stewart, Vice-Chair
Emma del Rosario
Max Potente
Rick Pasterchik
Karen Lowe
Bonnie Manzon-Sellars, Secretary

Sister City Room
First Floor
JFK Library
505 Santa Clara Street
Vallejo, CA 94590

MARCH 1, 2017

This AGENDA contains a brief general description of each item to be considered. The posting of the recommended actions does not indicate what action may be taken. If comments come to the Sister City Commission without prior notice and are not listed on the AGENDA, no specific answers or response should be expected at this meeting per State law.

Pursuant to the Government Code Section 54954.3 (The Brown Act), members of the public shall be afforded the opportunity to speak on any agenda item of interest to them provided they are first recognized by the presiding officer. Members of the public wishing to be so recognized are requested to submit a completed speaker card to the Vallejo Sister City Commission prior to the consideration of the item.

Those wishing to address the Commission on any matter for which another opportunity to speak is not provided on the AGENDA but which is within the jurisdiction of the Commission to resolve may come forward to the podium during the "COMMUNITY FORUM" portion of the AGENDA.

Notice of Availability of Public Records: All public records relating to an open session item, which are not exempt from disclosure pursuant to the Public Records Act, that are distributed to a majority of the Commission will be available for public inspection at the Mayor's Office, 555 Santa Clara Street, Vallejo, CA at the same time that the public records are distributed or made available to the Commission. Such documents may also be available on the City of Vallejo website at <http://www.cityofvallejo.net> subject to staff's ability to post the documents prior to the meeting. Information may be obtained by calling (707) 648-4377, TDD (707) 649-3562.

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The Sister City Room at JFK Library is ADA compliant. Devices for the hearing impaired are available from the City Clerk. Requests for disability related modifications or accommodations, aids or services may be made by a person with a disability to the City Clerk's office no less than 72 hours prior to the meeting as required by Section 202 of the Americans with Disabilities Act of 1990 and the federal rules and regulations adopted in implementation thereof.

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. APPROVAL OF MINUTES

5. APPROVAL OF AGENDA

6. COUNCILMEMBER LIAISON REPORT

7. COMMUNITY FORUM

NOTICE: This item provides the public an opportunity to address the Committee. Remarks should be confined to matters within the Committee's ability to resolve. Fifteen minutes are set aside for this purpose with each speaker allowed three minutes.

8. PRESENTATIONS

A. SCI NorCal Representative Report

B. First Annual Vallejo Sister City "Japanese Tea Ceremony" Learning Experience Report

C. February 25, 2017 Grant Training Report

9. NEW BUSINESS

A. Commission Training Sessions

Recommendation: Discuss recent Commission training sessions and next steps.

10. REPORT FROM COMMISSIONERS AND AD HOC COMMITTEES

A. Chairperson's Report

1. Meeting with Mayor Sampayan
2. Grant Writing subcommittee
3. Presentation of Budget Status Report to City Council

B. Committee Reports

1. Akashi, Japan
2. Baguio City, Philippines
3. Bagamoyo, Tanzania
4. Jincheon, South Korea
5. La Spezia, Italy
6. Trondheim, Norway

C. Friendship Cities Subcommittee

1. Rota, Northern Mariana Islands (U.S. Commonwealth) – Chairperson P. Stewart
2. La Mision, Baja California, Mexico – Commissioner E. del Rosario Cordova

11. ACTION ITEMS

A. 2017 Commissioner Roles

Recommendation: By motion, affirm the role of each commissioner.

B. Budget Submittal

Recommendation: By motion, approve the submission of the expense report for City approval.

C. Day in the Park, Tree Dedication

Recommendation: By motion, approve Day in the Park Tree Dedication at Blue Rock Springs Park and City Park on May 20, 2017 and request for assistance in creating a budget.

D. Annual Calendar

Recommendation: By motion, update and approve annual calendar.

E. Package to Trondheim, Norway

Recommendation: By motion, approve the letter and package to City Sister Trondheim, Norway.

F. Friendship Cities Subcommittee

Recommendation: By motion, appoint members of the commission to serve as liaisons to Friendship Cities: Muji, South Korea; Zanzibar, Tanzania; Ennery, Haiti; and the Vallejo Inner Tribal Council.

G. Youth Representative

Recommendation: By motion, create a subcommittee to work with the Council Representative for the approval of City Council for youth representation on the Commission.

H. Host Family Committee Report

Recommendation: By motion, request a formal report from the Host Family Committee for the April meeting.

I. Sister School Concept

Recommendation: By motion, adopt a Sister School concept for each Sister City.

J. Sister City Apparel

Recommendation: By motion, approve the option for commissioners to purchase a Sister City windbreaker.

K. Regular Meeting Dates

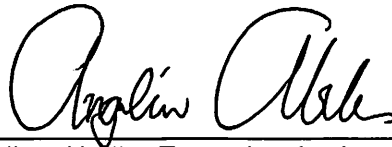
Recommendation: By motion, change regular meeting dates to the third Wednesday of each scheduled meeting month.

12. NEXT REGULAR BI-MONTHLY MEETING: April 17, 2017 – 7:30 p.m.

13. ADJOURMENT

I, Angelina Abella, Temporary Executive Assistant to the Mayor do hereby certify that I have caused a true copy of the above notice and agenda to be delivered to each of the members of the Vallejo Sister City Commission, at the time and in the manner prescribed by law and that this agenda was posted at City Hall, 555 Santa Clara Street, Vallejo CA at 4:00 p.m., Friday, February 24, 2017.

Dated: February 24, 2017



Angelina Abella, Executive Assistant to the Mayor (Temporary)