



Via Teleconference

AGENDA
VALLEJO SISTER CITY
COMMISSION
REGULAR MEETING – 4:30 p.m.

AUGUST 16, 2021

Elissa Shanks-Stewart,
Chairperson
Vernon Williams III, Vice Chair
Emma del Rosario
Diana Dowling
Karen Lowe
Norma Placido
Pelton Stewart

IMPORTANT NOTICE REGARDING THE AUGUST 16, 2021 SISTER CITY
COMMISSION MEETING

This meeting is being conducted using teleconference and electronic means consist with the State of California Executive Order N-29-30 regarding the COVID-19 pandemic. The live stream of the meeting may be viewed on television or online. Details may be found at www.cityofvallejo.net In accordance with Executive Order N-29-30, the public may only view the meetings on television and/or online and not in the Joseph Room.

PUBLIC COMMENT: Members of the Public may provide comments during the Sister Cities Commission Meeting via ZOOM (<https://ZoomRegular.Cityofvallejo.net>), or via phone, by dialing (669) 900-6833. Meeting id: 914 0075 0676 followed by # sign. Press *9 to digitally raise your hand when you wish to speak. Press *6 to mute/unmute your microphone.

For additional instructions on how to speak during public comment, please visit www.cityofvallejo.net/publiccomment

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Dial 669-900-6833

Meeting ID: 914 0075 0676#

Press *9 to raise your hand

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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. The public is encouraged to call into the meeting well ahead of when they wish to speak to address the Commission. When you wish to speak, click on the "Raise Hand Button" or Press *9 if calling by phone. Staff will then move you into the virtual speaker's seat and unmute your microphone when it's your turn to speak. If calling by phone, please press *6 to unmute yourself. Please note the clock begins when you are unmuted, so you must be prepared to speak when called upon.

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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AGENDA
City of Vallejo Sister City Commission

AUGUST 16, 2021

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1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. COMMUNICATIONS

- A. Report from Executive Assistant to the Mayor, Secretary to the Commission
- B. Report from Council Liaison to the Vallejo Sister City Commission
- C. Report from Chair to the Vallejo Sister City Commission

5. PUBLIC COMMENT

Due to the current Shelter at Home Order and in conformance with the Governor's Executive Order N-29-30, the City of Vallejo has opted to hold the Sister Cities Commission meeting via teleconference. Any interested members of the public desiring to communicate with the Sister Cities Commission as part of the Public Comment Regarding Consent Calendar Items may do so via ZOOM (<https://ZoomRegular.Cityofvallejo.net>) or via phone, by dialing (669)900-6833. Meeting id: 914 0075 0676 followed by # sign. Press *9 to digitally raise your hand when you wish to speak. Press *6 to mute/unmute your microphone.

For additional instructions on how to speak during public comment, please visit, www.cityofvallejo.net/publiccomment. Each speaker is limited to three minutes *pursuant to Vallejo Municipal Code Section 2.02.310*.

6. CONSENT CALENDAR AND APPROVAL OF AGENDA

Due to the current Shelter at Home Order and in conformance with the Governor's Executive Order N-29-30, the City of Vallejo has opted to hold the Sister Cities Commission meeting via teleconference. Any interested members of the public desiring to communicate with the Sister Cities Commission as part of the Public Comment Regarding Consent Calendar Items may do so via ZOOM (<https://ZoomRegular.Cityofvallejo.net>) or via phone, by dialing (669)900-6833. Meeting id: 914 0075 0676 followed by # sign. Press *9 to digitally raise your hand when you wish to speak. Press *6 to mute/unmute your microphone.

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A. Approval of Minutes

Recommendation: By motion, approve the Minutes for the June 21, 2021, Vallejo Sister City Commission Regular Meeting.

B. Approval of Agenda

7. OLD BUSINESS

Due to the current Shelter at Home Order and in conformance with the Governor's Executive Order N-29 30, the City of Vallejo has opted to hold the Sister Cities Commission meeting via teleconference. Any interested members of the public desiring to communicate with the Sister Cities Commission as part of the Public Comment Regarding Old Business may do so via ZOOM (<https://ZoomRegular.Cityofvallejo.net>) or via phone, by dialing (669)900-6833. Meeting id: 914 0075 0676 followed by # sign. Press *9 to digitally raise your hand when you wish to speak. Press *6 to mute/unmute your microphone.

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- A. Accept final draft of new procedures for selection of Friendship City and Sister City**
- B. Review revisions of timeline on when a Friendship City becomes a Sister City**
- C. Clarification of Sister City- Sister County relationship**
- D. Review Ensenada packet for elevation to Sister City status**

8. NEW BUSINESS

Due to the current Shelter at Home Order and in conformance with the Governor's Executive Order N-29 30, the City of Vallejo has opted to hold the Sister Cities Commission meeting via teleconference. Any interested members of the public desiring to communicate with the Sister Cities Commission as part of the Public Comment Regarding New Business may do so via ZOOM (<https://ZoomRegular.Cityofvallejo.net>) or via phone, by dialing (669)900-6833. Meeting id: 914 0075 0676 followed by # sign. Press *9 to digitally raise your hand when you wish to speak. Press *6 to mute/unmute your microphone.

For additional instructions on how to speak during public comment, please visit, www.cityofvallejo.net/publiccomment _Each speaker is limited to three minutes pursuant to Vallejo Municipal Code Section 2.02.310.

- A. Request from Assemblymember Castro Asumadu Addae of Akim Oda, Ghana**

B. Furniture expenditure as part of the budget

**9. REPORT FROM COMMISSIONERS AND AD HOC COMMITTEES –
COMMISSIONERS WILL PROVIDE IF THEY HAVE ANY UPDATES**

A. Committee Reports

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

B. Friendship Cities Subcommittee Reports

1. **Ensenada**, Mexico
2. **Muju**, South Korea
3. **Rota**, Northern Mariana Islands (U.S. Commonwealth)
4. **Parun**, Afghanistan
5. Ennery, Haiti
6. Zanzibar, Tanzania
7. Seven Generations Inner Tribal Council

10. NEXT REGULAR BI-MONTHLY MEETING: October 18, 2021 at 4:30 p.m.

11. FUTURE AGENDA ITEMS

12. ADJOURNMENT

I, Erik Rzomp, 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 5:00 p.m., August 12, 2021.

Dated: August 12, 2021



Digitally signed by Erik Rzomp
DN: cn=Erik Rzomp, o=City of Vallejo, ou=Mayor's
office, email=erik.rzomp@cityofvallejo.net, c=US
Date: 2021.08.11 17:00:33 -07'00'

Erik Rzomp, Executive Assistant to the Mayor

Erik Rzomp

From: Rozzana Verder-Aliga
Sent: Monday, August 9, 2021 12:40 PM
To: Erik Rzomp; Elissa Shanks; peltonstew@aol.com
Cc: Erik Rzomp
Subject: Fwd: inquiry(sister city partnership)

FYI below, Please respond to this email below .
Thank you.

Rozzana Verder-Aliga, EdD
Vice Mayor
City of Vallejo | City Council District 1
555 Santa Clara St. Vallejo, CA 94590

707 648-4134
Rozzana.Verder-Aliga@CityofVallejo.net

Begin forwarded message:

From: PM <pm@bcma.gov.gh>
Date: August 9, 2021 at 10:34:42 AM PDT
To: Rozzana Verder-Aliga <Rozzana.Verder-Aliga@cityofvallejo.net>
Subject: inquiry(sister city partnership)

I write to request for information on how Birim Central Municipal Assembly in Ghana can establish a sister city partnership agreement with the city of Vallejo.
Akim Oda is the capital city(town) of Birim Central Municipal Assembly and it's amongst the 260 district/municipal/metropolitan assemblies in Ghana.
my name is castro asumadu addae(honorable).
I am the presiding member of the assembly.
i hope this humbly request meets your usual kind consideration and response.
thank you.
castro asumadu addae(hon.)

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**SISTER CITY COMMISSION
REGULAR MEETING MINUTES
BY TELECONFERENCE
JUNE 21, 2021**

1. CALL TO ORDER

The meeting was called to order by Chair Shanks-Stewart at 4:30 P.M.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Commissioners Present: Chair Shanks-Stewart, Vice-Chair Williams, Commissioners del Rosario, Dowling, Lowe

Commissioners Absent: Commissioners Stewart and Placido

City Staff Present: Executive Assistant to the Mayor Rzomp, Councilmember Liaison Verder-Aliga excused

4. COMMUNICATIONS

A. Report from Executive Assistant to Mayor, staff to Sister City Commission.

B. Report from the Council Liaison to the Sister City Commission.

C. Report from Chair to the Vallejo Sister City Commission.

Executive Assistant to the Mayor, Rzomp has been working with the Office Depot representative to select a new table and chairs for the Sister Cities Room.

Council Liaison Verder-Aliga, was unable to attend the meeting.

Chair Shanks-Stewart asked that the agenda be approved with flexibility to allow for the potential of Vice Mayor Verder-Aliga joining the meeting late and provide a report out of order. The Chair submitted a written report which was included with the agenda packet and is included with the minutes. The Chair also made note of the reception held on Friday July 18. for Mrs. Rhonda Reece, Sister Cities International country representative for Tanzania, hosted by the Bagamoyo committee. Thank you to Commissioner Stewart for setting this up. The SSC has been approved for \$16,000 in the next fiscal year's budget.

5. CONSENT CALENDAR AND APPROVAL OF AGENDA

A. Approval of Minutes

Recommendation: By motion, approve the Sister City Commission minutes for the regular meeting of April 19, 2021, Sister City Commission.

Action: **Approved minutes.** Motion by Commissioner Dowling to approve minutes and seconded by Commissioner Del Rosario. Motion passed unanimously.

B. Approval of Agenda

Recommendation: By motion, approve the Sister City Commission Agenda with flexibility for the regular meeting of June 2021, Sister City Commission.

Action: **Approved minutes.** Motion by Commissioner Del Rosario to approve agenda and seconded by Commissioner Lowe. Motion passed unanimously.

6. OLD BUSINESS

A. Accept final draft of new procedures for selection of Friendship City and Sister City

Final draft of new procedure not yet complete. Commissioner Lowe will bring the final draft to the next regular meeting in August.

B. Review revisions of timeline on when a Friendship City becomes a Sister City

Timeline revisions not completed, will be reviewed at August meeting. Commissioner Lowe to work on revision including checklist

7. NEW BUSINESS

A. Added in Community Forum with agenda flexibility- Adjoa McDonald Executive Director and founder of Vallejo Project did a short presentation introducing her organization. She was checking to see if the SSC has any uses for the talents of the youth working with her organization. There may be opportunities through BLAST the Sister Cities youth organization. Any interactions between Vallejo Project youth and Ensenada will have to wait until after Ensenada is approved as a Sister City. There is the possibility that Vallejo Project youth would help with the annual Sister Cities Dinner.

The agenda format will be updated

B. Review MOU for all Sister Cities

Each Committee chair is responsible for reviewing their own city's MOU and presenting it to the Commission when an update or revision is required. The Chair advised Commissioner Del Rosario to inform the La Spezia contact Rosie Tartarini on any updates to the La Spezia MOU.

C. Clarification of Sister City – Sister County relationship

This was to clarify the relationship of Bagamoyo, Tanzania because it is a district and not a city. The chair would like to ask the city council to approve the district so there won't be any questions about interactions with the District of Bagamoyo and the City of Vallejo. This item was tabled due to the absence of the chair of the Bagamoyo Committee. The discussion could not go on without Commissioner Stewart.

D. Business Cards for Commissioners

Business cards are exchanged during Sister Cities visits and the commissioners need business cards for the official exchanges. All commissioners are to confirm the contact information with the Executive Secretary which is to be placed on the standard City of Vallejo Business card.

E. Review Ensenada packet for elevation to Sister City status

The Chair pointed out that the Ensenada Committee members in Ensenada need to be private citizens committed to the Sister City relationship and not only city staff. Other committee members need to be found. The committee must have at least six members. No further discussion on packet. Possible Special meeting on July

8. REPORT FROM COMMISSIONERS AND AD HOC COMMITTEES

A. Sister City Committee Reports

1. Trondheim, Norway – Commissioner Lowe reported she was in contact with Paul Ligda who was excited about the Sister Cities Dinner. Commissioner Lowe still interested in being a host family. Pandemic travel rules between European countries vary. Commissioner Lowe to reach out to Kay Flavell to get in touch with a Norwegian group for Sister Cities Dinner. Commissioner del Rosario to reach out to Sons of Norway.
2. Baguio City, Philippines– Commissioner Placido not in attendance. The Chair reported that there will be an in person and virtual Pista sa Nasyon held at the community center at 611 Amador St. Baguio City looking for a contractor to work on the replica Golden Gate Bridge painting.
3. Bagamoyo, Tanzania – Commissioner Stewart absent, no report.
4. Jincheon, South Korea – Vice Chair Williams, no report.
5. La Spezia, Italy – Talked about in review of MOUs.
6. Akashi, Japan – Commissioner Del Rosario reported she has been talking to new chair of Akashi committee about resuming youth pen pal activity.

B. Friendship Cities Subcommittee

1. Ensenada, Mexico - Discussed in New Business. If Commissioner del Rosario makes necessary updates to packet, there may be a Special Meeting
2. Muju, South Korea - No report
3. Ennery, Haiti - No report
4. Rota, Northern Mariana Islands (U.S. Commonwealth) - No report.
5. Zanzibar, Tanzania – No report
6. Seven Generations Inter Tribal Council – Commissioner Dowling had spoken with Commissioner Stewart about getting up to speed on Inter Tribal Council.

9. NEXT MEETING DATE: August 16, 2021 4:30 P.M. by Teleconference

10. FUTURE AGENDA ITEMS

A. Discussion of Agenda Items for Future Meetings

Sister City Commission Meeting Minutes

June 21, 2021

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Items for the August regular meeting:

- How to use Vallejo Project
- Discuss clarification of sister city - sister county relationship – Commissioner Pelton Stewart said he would start looking into Bagamoyo and who to contact at Solano County.
- Approval of Sister City procedure to approve Sister city and Friendship city

11. ADJOURNMENT

The meeting adjourned at 5:31 P.M.

ELISSA SHANKS-STEWART, CHAIR

ATTEST:

ERIK RZOMP, SECRETARY