



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

AGENDA
VALLEJO SISTER CITY
COMMISSION
SPECIAL MEETING – 5:30 p.m.

MARCH 15, 2023

Pelton Stewart -Chair
Karen Lowe-Vice Chair
Emma del Rosario
Norma Placido
Elissa Shanks-Stewart,
Paul Lamb
VACANT

NOTICE: Members of the Public will be able to participate in-person or remotely via Zoom.

Access to the Sister City Room will be provided to members of the public 30 minutes prior to the start of the meeting.

PUBLIC COMMENT: Members of the Public may provide comments during the Sister Cities Commission Meeting via ZOOM <https://zoom.us/my/vallejoec>, PASSWORD 131313, or via phone, by dialing (669) 900-6833. Meeting id: 851 502 7190 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

VIEW THE MEETING:

There are two different ways you can view this public meeting:

- In person
- Join the Zoom webinar: <https://zoom.us/my/vallejoec>, meeting ID 851 502 7190, password 131313

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. THANK YOU TO THE NATIVE TRIBES**
- 4. ROLL CALL**
- 5. COMMUNICATIONS**

- A. Report from Executive Assistant to the Mayor, Secretary to the Commission
 - 1. Ensenada update
 - 2. Commission vacancy – Commissioner Dowling no longer on the commission.
 - 3. Vice-Mayor Verder-Aliga was confirmed as the liaison to the Sister City Commission on January 10, 2023.
 - 4. Change in venue for Sister City Commission meetings
- B. Report from Council Liaison to the Vallejo Sister City Commission
- C. Report from Chair of the Vallejo Sister City Commission

6. PUBLIC COMMENT

*Public Comment is an opportunity to address the Sister City Commission on any matter on or not on the agenda for which another opportunity to speak is not provided on the agenda, and which is within the jurisdiction of the Commission to resolve. Any interested members of the public desiring to communicate with the Commission may do so in person by submitting a completed speaker's card to the Secretary or via ZOOM <https://zoom.us/my/vallejoec>, meeting ID 851 502 7190, password 131313, Option to join by phone: Dial (669) 900-6833. Enter Meeting ID: 851 502 7190 #. Password 131313, Press * 9 to digitally raise your hand from the phone. For additional instructions on how to speak remotely during public comment, please visit, www.cityofvallejo.net/publiccomment. In person speakers will be recognized first. When called upon, each speaker should step to the podium, state his/her name for the record.*

The conduct of the Public Comment shall be limited to a maximum of fifteen (15) minutes, with each speaker limited to a maximum of three minutes pursuant to Vallejo Municipal Code Section 2.02.300.

7. CONSENT CALENDAR AND APPROVAL OF AGENDA

*NOTICE: Members of the public wishing to address the Sister City Commission on Consent Calendar Items may do so in person by submitting a completed speaker's card to the Secretary or via ZOOM (<https://zoom.us/my/vallejoec>, meeting ID 851 502 7190, password 131313), or via phone, by dialing (669) 900-6833. Enter Meeting ID: 851 502 7190, password 131313. Press *9 to digitally raise your hand from the phone. For additional instructions on how to speak remotely during public comment, please visit, www.cityofvallejo.net/publiccomment. Each speaker is limited to five minutes pursuant to Vallejo Municipal Code Section 2.02.420. In person speakers will be recognized first.*

A. Approval of Minutes

Recommendation:

- 1. By motion, approve the corrected Minutes for the October 17, 2022, Vallejo Sister City Commission Regular Meeting.
- 2. By motion, approve the Minutes for the December 19, 2022, Vallejo Sister City Commission Regular Meeting.

- B. Approval of Agenda with Flexibility

8. OLD BUSINESS

*NOTICE: Members of the public wishing to address the Sister City Commission on Old Business Items may do so in person by submitting a completed speaker's card to the Secretary or via ZOOM (<https://zoom.us/my/vallejoec>, meeting ID 851 502 7190, password 131313), or via phone, by dialing (669) 900-6833. Enter Meeting ID: 851 502 7190, password 131313. Press *9 to digitally raise your hand from the phone. For additional instructions on how to speak remotely during public comment, please visit, www.cityofvallejo.net/publiccomment. Each speaker is limited to five minutes pursuant to Vallejo Municipal Code Section 2.02.420. In person speakers will be recognized first.*

- A. Clarify next steps for the recordkeeping subcommittee such as meeting frequency and scheduling.
1. Recommendation. Direct staff to schedule two subcommittee working meetings between the dates March 15 and April 17, 2023.
- B. Report from Chair Stewart on any existing gift policies from Sister Cities International and discuss next steps for a Vallejo Sister City gift policy for the receipt, cataloguing, presentation, and upkeep of gifts given and received.
- C. Electronic Event Calendar- update from staff and discussion; possibility of linking to City website with regular maintenance from commissioners.
- D. Amended Budget Discussion. Review and further discuss the draft budget presented at the December 19, 2022, meeting.
1. Recommendation - Commissioners to make recommendations for final budget to be incorporated and approved at the next meeting

9. NEW BUSINESS

*NOTICE: Members of the public wishing to address the Sister City Commission on NEW BUSINESS Items may do so in person by submitting a completed speaker's card to the Secretary or via ZOOM (<https://zoom.us/my/vallejoec>, meeting ID 851 502 7190, password 131313), or via phone, by dialing (669) 900-6833. Enter Meeting ID: 851 502 7190, password 131313. Press *9 to digitally raise your hand from the phone. For additional instructions on how to speak remotely during public comment, please visit, www.cityofvallejo.net/publiccomment. Each speaker is limited to five minutes pursuant to Vallejo Municipal Code Section 2.02.420. In person speakers will be recognized first.*

- A. Discuss draft of a letter from the Mayor of Vallejo to Trondheim to encourage future communication.
1. Recommendation. Direct staff to draft a letter for commission review and Mayor's signature to be sent to Trondheim.

- B. Discuss youth activities, sister-school relationships, and strategy.
- C. Nomination of new Chair positions for each Sister and Friendship city
- D. Review Calendar for year 2023; Identify events for the commission to support or participate in.

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

A. Sister City Committee Reports

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

B. Friendship City Subcommittee Reports

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

**11. NEXT BI-MONTHLY MEETING: Regular Meeting, Monday, April 17,
2023, 5:30PM.**

12. FUTURE AGENDA ITEMS

13. 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 12:00 p.m., March 14th, 2023.

Dated: March 14, 2023

Erik Rzomp, Executive Assistant to the Mayor