



In person
Vallejo Room
First Floor
JFK Library
505 Santa Clara Street
Vallejo, CA 94590

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

FEBRUARY 22, 2024

Pelton Stewart -Chair
Paul Lamb – Vice Chair
Emma del Rosario
Paul Ligda
Yajaira Rubio Machado
Norma Placido
Elissa Shanks-Stewart,

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

Access to the Vallejo 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
- 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>, or via phone, by dialing (669)900-6833, 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>, or via phone, by dialing (669)900-6833, Meeting ID: 851 502 7190 #. Password 131313, Press * 9 to digitally raise your hand from the phone.*

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- A. Approval of Minutes and Agenda

Recommendation:

- 1. By motion, approve the Minutes for the December 19, 2023, Vallejo Sister City Commission Regular Meeting, and approval of Agenda for February 22, 2024, Vallejo Sister City Commission Special Meeting.

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 www.cityofvallejo.net/publiccomment or via phone, by dialing (669)900-6833, Meeting ID: 851 502 7190 #. Password 131313, Press * 9 to digitally raise your hand from the phone.*

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- A. Report from Recordkeeping subcommittee – determine next steps.

- B. Report from staff on gift policy. – City Council Policy – Boards, Commissions and Committees Budget and Expenditures approved on January 9, 2024.
- C. Report from Commissioner Lamb on youth subcommittee.
- D. Rick Weyrich updates on status of Japanese Garden restoration.
- E. Calendar updates – report back from staff

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 www.cityofvallejo.net/publiccomment or via phone, by dialing (669)900-6833, Meeting ID: 851 502 7190 #. Password 131313, Press *9 to digitally raise your hand from the phone.*

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- A. Budget preparation for fiscal year 2024-2025 and establishment of an Ad Hoc Subcommittee and making appointments thereof.
 - 1. Review Council Policy 2024-01 Boards, Commissions, and Committees Budget and Expenditures -
 - 2. Discuss and identify elements of workplan for fiscal year 2024-2025
 - 3. Generate budget which supports workplan.

RECOMMENDATION: establish an ad hoc budget subcommittee to generate line-item budget suitable for submission to budgeting process. Draft budget for review and approval by commission. Hold Special Meeting to approve budget and submit to meet March 7 deadline.

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

A. Sister City Subcommittee Reports

- 1. Trondheim, Norway – Commissioner Ligda (interim)
- 2. Baguio City, Philippines – Commissioner Placido
- 3. Bagamoyo, Tanzania – Commissioner Stewart
- 4. Jincheon, South Korea – Commissioner Lamb

5. La Spezia, Italy – Commissioner Shanks-Stewart
6. Akashi, Japan – Commissioners Stewart and del Rosario
7. Ensenada, Mexico - Commissioners Stewart and del Rosario

B. Friendship City Subcommittee Reports

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

11. NEXT BI-MONTHLY MEETING: Regular Meeting, Monday, April 15, 2024, 5:30PM.

12. FUTURE AGENDA ITEMS – carried over from December 2023 meeting.

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 5:00 p.m., February 20, 2024.

Dated: February 20, 2024

Erik Rzomp, Executive Assistant to the Mayor