



In person  
Council Chambers  
555 Santa Clara Street  
Vallejo, CA 94590

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

**JUNE 17, 2024**

Pelton Stewart -Chair  
Paul Lamb – Vice Chair  
Paul Ligda  
Yajaira Rubio Machado  
Norma Placido  
Elissa Shanks-Stewart  
VACANT

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

**Access to the Council Chambers 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](http://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](http://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 April 15, 2024, Vallejo Sister City Commission Special Meetings, and approval of Agenda for June 17, 2024, Vallejo Sister City 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](http://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. Recordkeeping subcommittee – Update.  
**Recommendation:** Continue to meet on an ad hoc basis.
- B. Gift policy subcommittee. – Update.  
**Recommendation:** Continue to meet on an ad hoc basis.
- C. Report from Commissioner Lamb on youth subcommittee.
- D. Report from Entry sign subcommittee  
**Recommendation:** Continue to meet on an ad hoc basis.
- E. Rick Weyrich updates on status of Japanese Garden  
**Recommendation:** None at this time.
- F. Discussion on prior meeting vote on youth hosting policy.

**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](http://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. Discuss Chair Stewart's memorandum to the minutes from April 15, 2024, meeting, with specific attention to discussion of a grant writer.  
**Recommendation:** Identify further actions to be agendized if necessary.

**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 – Commissioner Stewart
- 7. Ensenada, Mexico - Commissioner Stewart

**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
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11. **NEXT BI-MONTHLY MEETING: Regular Meeting, Monday, August 19, 2024, 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 5:00 p.m., JUNE 13, 2024.

Dated: JUNE 13, 2024

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Erik Rzomp, Executive Assistant to the Mayor

Agenda Item 9A

**MEMO**

**TO:** Sister City Commission

**FROM:** Pelton Stewart

**SUBJECT:** April 15, 2024 SCA Commission Meeting Background Information

(If needed we can ajenize for our next meeting?)

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In no special order.

- Day in the park- May 25<sup>th</sup> General Fund (Y)
- Supplies & Equipment General Fund (Y)
- Grant Writer General Fund (Y)
- Pita Sa Nayon Baguio Fund (Y)
- Parun Afghanistan community gathering General Fund (N) June 2024 (day TBA)
- Juneteenth registration Bagamoyo Fund (Y)
- Japanese Garden Repairs & Additions General Fund (Y) (Total cost in approx. \$5,100)
- Coming event (Big Picture) Calendar General Fund (Y)
  
- Items for Norma & Pelton to present to the City Council (We requested a June meeting)
  
- Signage on front door & banners General Fund (Y)
  
- 2<sup>nd</sup> Saturday Open House (10am to 12 noon) General Fund (N)
  
- Someone to represent Sister City in planning for our area of Blue Rock, our items at the waterfront and our trees all over the city. (No cost)
  
- Confirm our delegation for Ensenada and gifts General Fund (Y)
  
- Required volunteer time with our cleanup and remodel of the Sister City room. (N)

Y (Yes- the committee will ask for assistance with costs)

N (No- the committee will not ask for assistance)

(Reference to the general fund is regarding the Association budget.)