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REVISED

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Robert A. Lopez, City Manager *RA*

INITIATED BY: Annie Hylton, Director of Community and Cultural Services *AH*

DATE: August 14, 2025

SUBJECT: **REVIEW AND CONSIDERATION OF AN INFORMATIONAL REPORT ON THE SISTER CITY PROGRAM HISTORY AND DESIGNATION POLICY**

This agenda report is revised from the original version to reflect the addition of three attachments to Exhibit 4, including the following: City Council Agenda Report August 21, 2000, City Council Meeting Minute Excerpts August 21, 2000, and the Sister City Application Procedure. In addition, administrative errors have been corrected on page 1 of Exhibit 4 Sister City Designation Policy as follows: the Prior Version Adoption Date and Original Policy Adoption Date have been changed from September 21, 2000 to the correct date of August 21, 2000.

BACKGROUND

During the special City Council meeting held on July 28, 2025, the City Council directed staff to present an agenda report about the history of the City's Sister City program. The following information is provided for the City Council's review and discussion.

Itapetinga, Brazil

The City's first Sister City affiliation was with Itapetinga, a municipality in the state of Bahia in the northeast region of Brazil that was an agricultural community with dairy farming. City Manager William Stark reported to the City Council on October 7, 1964, that the City had corresponded with Itapetinga with reference to Sister City affiliations. Councilmember Fred Troost remarked that an affiliation of this type could be very beneficial to a community in learning about the culture and background of its Sister City. Councilmembers Frank Leal and Troost were appointed as a committee "to work out the aspects of a sister-city affiliation with Itapetinga."

On December 2, 1964, the City Council authorized necessary expenses for Councilmember Leal to represent the City by attending functions in Itapetinga, Brazil, for dedication of a city square for the City of Dairy Valley, to be known as "Praça Dairy Valley."

Staff has researched Praça Dairy Valley and has found that the city square is still located in Itapetinga. Praça Dairy Valley features sculptures of cows, walking paths, and landscaping. Web pages with photos of Praça Dairy Valley and information about the square and its renovation are attached (Exhibit 1). A government sign installed in Praça Dairy Valley explains the history of its name and mentions Cerritos. A photo of the sign in Portuguese and translated into English is attached (Exhibit 2). Also attached are pages from a website that describes the refurbishment of the square's cow sculptures (Attachment 3). A video with aerial and street-level views of Praça Dairy Valley is posted on TikTok: <https://www.tiktok.com/t/ZP8rT8fm2/>.

During the April 6, 1966 City Council meeting, Councilmember Leal announced that he had received a photo album of the ceremony held in Itapetinga, Sister City of Dairy Valley. He stated that a committee should be appointed to work on projects of mutual interest between the two cities and suggested each councilmember could select two people to make up the committee. Mayor Jacob Albers concurred and requested that recommendations be presented at the next meeting.

The City Council members submitted their committee recommendations and during the September 7, 1966 City Council meeting, Mayor Troost formally appointed Sye Koolhaas, Frank Vicencia, Fred Troost, Juan De Cordova, Harold Jongsma, Mrs. John Barcellos, Mary Jean Costa, and Tony Fernandez to the committee, with Councilmember Leal as Chairman. Mr. Morgan was directed to act as staff liaison to handle communications for the committee.

On December 14, 1966, Councilmember Leal reported to the City Council that the Sister City Committee was in the process of mailing plans for a dairy operation to Itapetinga.

On May 15, 1968, the City Council approved the appointments of Gilhermania Barcelos, Searafina Soares, Juan De Cordova, Mary Buell, Darlene Villani, and Mary Jean Costa to the Sister City Committee.

Mayor Leal announced on October 17, 1968 that the Mayor of Sister City Itapetinga would be visiting Cerritos the following week and that a program was being arranged for a tour of the City. "The Community Advocate Newspaper" reported on October 25, 1968 that the City named four streets in honor of the occasion: Bahia Drive, Brazil Street, Espinheira Drive, and Itapetinga Lane. The newspaper article states, "The streets, in one of the new subdivisions, were 'dedicated' in honor of Dr. Jose Vaz Sampaio Espinheira, city of Itapetinga, state of Bahia, country of Brazil, who headed a delegation of Brazilians touring the area." These street names are still in use and are in a neighborhood located southeast of the intersection of Shoemaker Avenue and South Street. On April 16, 1969, Councilman Leal reported that Mayor Espinheira of Itapetinga had received a photo album featuring his visit to Cerritos in October.

On July 15, 1970, the City Council decided to continue with the Sister City program and that Aydee De Carvalho was to be contacted to serve on the committee and to "appoint other members to the committee if she so desires." Mayor Robert Witt appointed Ms. De Carvalho to be the Chair of the Sister City Committee on September 2, 1970 and directed staff to cooperate with her in establishing the committee. After that date, there are no City records related to Cerritos' Sister City relationship with Itapetinga.

Pan-Chao/Banciao/New Taipei City, Taiwan

Cerritos resident Frank Lee provided public comments during the February 20, 1986 City Council meeting, requesting City Council recognition of Pan-Chao, Taiwan as a Sister City for Cerritos. He discussed establishing a non-profit organization, Sister Cities Foundation, to oversee Sister City activities and commented that the foundation would be self-supporting, requiring no funds from the City. With concurrence from the City Council, Mayor Diana Needham directed staff to develop a resolution for a Sister City program; to include a provision in the resolution exempting the city from any financial responsibility associated with that program; and to provide a copy of the articles of formation of the Sister City Foundation. Mr. Lee agreed to provide the City with a copy of the articles of formation for the Foundation.

The Cerritos Sister City Foundation presented its bylaws to the City Council on March 5, 1986. The City Council then approved Resolution No. 86-6, declaring its interest in, and willingness to establish, a Sister City relationship with the City of Pan-Chao, Taiwan.

The "Los Angeles Times" reported on March 20, 1986 that "The City Council has endorsed a plan to approach the Taiwanese city of Pan-Chao to become Cerritos' first Sister City. Led by Councilman Daniel Wong, a private foundation made up of city residents asked the council to bless its efforts to find a Sister City...Pan-Chao was suggested by Wong and foundation President Frank Lee. The Council agreed to send a letter to leaders of Pan-Chao as a formal offer to become sister cities. Wong, chairman of the Sister City Foundation's board of directors, predicted that Pan-Chao will be the first of several sister cities for Cerritos. Eventually, Wong said, he hopes Cerritos and Pan-Chao will initiate cultural and civic exchanges to learn more about each other."

During the March 19, 1987 City Council meeting, Mayor Pro Tem Wong related that representatives from the City of Pan-Chao would be visiting Cerritos in June and in September. He stated Pan-Chao had recognized Cerritos as a Sister City.

On November 4, 1987, Mayor Wong acknowledged the gift of a large Chinese vase and plaque that were presented to the City during his recent trip to the Sister City of Pan-Chao. (The vase is currently on display on the third floor of the Cerritos Library.)

On February 27, 2012, staff reported it had come to the City's attention that a Sister City relationship with the City of Cerritos was formalized on the part of Banciao (formerly known as Pan-Chao) in October 1987. At that time, Mayor Daniel Wong and a 21-member delegation from Cerritos visited Banciao. Mayor Wong executed an agreement with Mayor Chang of Banciao to formalize the Sister City relationship between the two cities. There is no record of the City providing funding for the travel expenses for the trip. In 2011, Mayor Carol Chen was advised that the City of Banciao was to be incorporated into New Taipei City. Sources from the Taipei Economic and Cultural Office in Los Angeles had indicated that there was an interest in continuing the Sister City relationship and keeping this relationship intact, even though Banciao no longer existed as a separate government body. The relationship would now be with New Taipei City.

On February 27, 2012, the City Council approved Resolution No. 2012-10 to adopt a memorandum of understanding (MOU) formalizing the Sister City relationship between the City of New Taipei and the City of Cerritos. The MOU established a relationship of friendship, cultural, economic development, and trade exchanges and cooperation in various areas on the principle of mutual respect.

On April 23, 2014, representatives from Banciao/New Taipei City, including Director Chu-Hsiu Lin, Executive Officer Ming-Ying Hsieh, and Officer Miao-Lien Lin, visited Cerritos and were presented with a plaque with the key to the City and the City's historical book by Mayor Mark E. Pulido. The visit was facilitated by the Taipei Economic and Cultural Office in Los Angeles as the delegation was studying best practices in municipal governance. The City does not have any records of further interactions with New Taipei City.

Zaozhuang, Province of Shandong, the Republic of China

In November 1995, the Deputy Mayor of Zaozhuang Municipal People's Government, Wong Jiangrong, visited the City with a delegation and met with Mayor Grace Hu. Representatives from the City of Zaozhuang subsequently asked the City of Cerritos to establish a Sister City relationship to promote social, cultural, and economic development. The City Council considered the request during a study session held on June 3, 1996 and reached consensus to table consideration of a Sister City Program.

Loreto, Baja California, Mexico

An agenda report presented to the City Council on May 22, 1999 stated members of the Cerritos community suggested that Loreto, Baja California, Mexico be considered as a Sister City. The cities of Cerritos and Loreto had formed a bond as both experienced the loss of community members as a result of the Cerritos Air Disaster on August 31, 1986. During the meeting, the City Council approved the establishment of a Sister City relationship with Loreto. The City Council also approved a \$5,000 allocation for donation to the Friends of Loreto, a private, non-profit organization, for the purpose of outfitting a fire truck. The Friends of Loreto, the Hispanic Firefighters Association, City of Cerritos, and the County of Los Angeles facilitated the donation of a pumper fire truck and firefighting equipment to the City of Loreto.

On June 8, 1999, the City Council approved Resolution No. 99-13, declaring a Sister City relationship with the City of Loreto.

In December 1999 Mayor Pro Tem Robert Hughlett, Ed.D. and Councilmember Gloria A. Kappe traveled to Loreto. They delivered four wheelchairs and four walkers that had been donated by Cerritos residents Rose and Jim Weisenberger. The minutes from the December 9, 1999 City Council meeting state, "Mayor Pro Tem Hughlett also reported highlights of the trip to Loreto, noting that expenses associated with the trip were borne by the attendees."

On April 13, 2000, the City Council approved the transfer of 10 surplus computers to the Friends of Loreto for delivery to the City of Loreto under the Sister City program.

On July 19, 2002, a delegation from Loreto visited the City and took a tour of the Cerritos Library. The City presented proclamations to Presidente Homer Davis of Loreto and Administrative Assistant to the Governor of Baja California Sur, Carlos Maraver, in recognition of the Sister City relationship.

In March 2006, a delegation from Loreto attended the dedication of the Cerritos Air Disaster Memorial in the Cerritos Sculpture Garden. Also at that time, the Friends of Loreto facilitated the donation of an ambulance by AMR to the City of Loreto. Members of the Loreto community were also invited to attend the 30th Anniversary Cerritos Air Disaster Remembrance held in 2016.

Potential Sister City in the Philippines

During the April 21, 2025 City Council meeting, staff was directed to prepare a report for City Council review and consideration, with prior review conducted by the future Economic Development Commission, related to the adoption of a Sister City in the Philippines, such as Iolito City, Davao City, or Vigan. On June 12, 2025, the City Council approved an international trip by Mayor Pro Tem Lynda P. Johnson to the Philippines in support of City Council direction to pursue a potential Sister City relationship with a jurisdiction in the Philippines. The trip included visits to the cities of Manila, Laoag, Vigan, and Puerto Princesa. Mayor Pro Tem Johnson also visited the Philippine Consulate's Office and the Philippine Department of Tourism. The purpose of Mayor Pro Tem Johnson's trip was to identify potential opportunities for the development of a Sister City relationship and to gather relevant information. The findings from the trip will be shared via a future City Council report to help inform the decision-making process as it relates to this matter.

Sister City Designation Policy

The Sister City Designation policy (Exhibit 4) defines the purpose of the Sister City relationship, policy directive, and process for formation. The policy was approved by the City Council on August 21, 2000, and subsequently updated by City Council Resolution No. 2022-20 on April 28, 2022.

The policy states Sister City programs are not supported by City staff and/or financial resources unless specifically authorized by a majority vote of the City Council. The policy directive states Cerritos-based community organizations may seek City Council approval to establish a Sister City relationship with a prospective city by submitting an application to the City Council by way of the City Manager. Organizations are required to submit a letter of request with the justification and/or reasoning for the proposed Sister City relationship. A reciprocal Letter of Intent from the prospective city should accompany the Sister City application. The Cerritos-based community organization will be required to file as a non-profit organization and obtain a tax-exempt status within 120 days. A membership list of all officers and members of the organization must be submitted to the City. Membership must be open to all Cerritos community members and consist of a majority of Cerritos residents, totaling not less than 51 percent pursuant to the policy.

NEXT STEPS

Based on a review of the Sister City relationships identified in the above information, the City's most recent Sister City activities have been initiated by members of the community. As directed by the City Council, staff will prepare a report for review by the Economic Development Commission related to the adoption of a Sister City in the Philippines. The report will include the findings from Mayor Pro Tem Johnson's visit to cities in the Philippines. After obtaining input from the Economic Development Commission, staff will present a report to the City Council for review and consideration of adopting a Sister City in the Philippines.

RECOMMENDATION

It is respectfully recommended that the Cerritos City Council:

1. Review and consider the information provided in this report and open public comment;
2. Receive and file the information; and
3. Provide any additional direction to staff.

Exhibits:

1. "Itapetinga: Dairy Valley Square with a New Look" web pages
2. Praça Dairy Valley sign
3. "Itapetinga: City Hall Restores Monuments in Dairy Valley Square" web pages
4. Sister City Designation Policy

ITAPETINGA: DAIRY VALLEY SQUARE WITH A NEW LOOK



On Friday, September 1st, Environment Secretary Luciano Almeida met with the gardening and square restoration team, as well as the Environmental Platoon of the Itapetinga Regional Police Station, the 06-023 Military Police Station, and the special advisor for Culture, writer and historian Maurício Gohmes, to deliver yet another restored square in Itapetinga. This time it was Dairy Valley, with a new look and lightness that has been pleasing the population. Several public spaces have undergone transformations in recent months.

↑



Historian Mauricio Gonmes, when telling a little about the history of Dairy Valley Square, revealed the reason for the name, which was given to the space in homage to a city in the United States (formerly Dairy Valley and now Cerritos) that has a street called Itapetinga, the result of an exchange between Freemasons/Ratarians from the time of Mayor José Vaz Espinheira. Another interesting fact reported by the historian was the meaning of the name: Dairy Valley means Dairy Valley or Milk Valley.



The city government of Itapetinga has been implementing this project, bringing life to the city's squares, fulfilling Mayor Rodrigo Hagge's proposal to take care of the urban environment. The city benefits from having yet another point of leisure, integration and entertainment for people.

SOURCE: ARCANJONOTICIAS.COM.BR





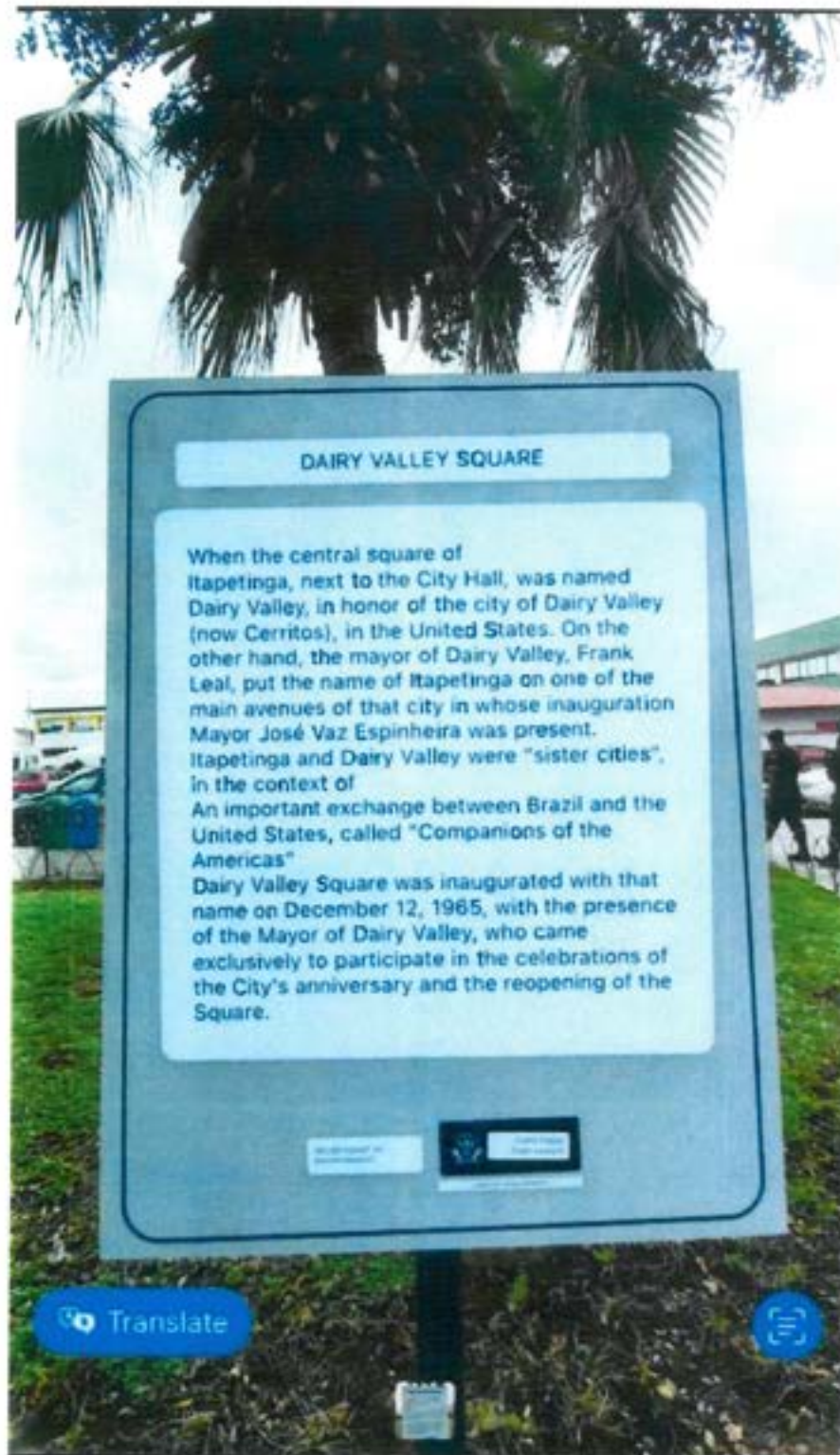
PRAÇA DAIRY VALLEY

Ao ser construída a praça central de Itapetinga, ao lado do Paço Municipal, a mesma foi denominada Dairy Valley, em homenagem à cidade de Dairy Valley (atual Cerritos), nos Estados Unidos. Em contrapartida, o prefeito de Dairy Valley, Frank Leal, colocou o nome de Itapetinga em uma das principais avenidas daquela cidade em cuja inauguração o prefeito José Vaz Espinheira se fez presente. Itapetinga e Dairy Valley eram "cidades irmãs", no contexto de um importante intercâmbio entre Brasil e Estados Unidos, denominado de "Companheiros das Américas".

A Praça Dairy Valley foi inaugurada com esse nome no dia 12 de dezembro de 1965, com a presença do Prefeito de Dairy Valley, que veio exclusivamente para participar das comemorações do aniversário da Cidade e da reinauguração da Praça.

SECRETARIA DE
MEIO AMBIENTE





DAIRY VALLEY SQUARE

When the central square of Itapetinga, next to the City Hall, was named Dairy Valley, in honor of the city of Dairy Valley (now Cerritos), in the United States. On the other hand, the mayor of Dairy Valley, Frank Leal, put the name of Itapetinga on one of the main avenues of that city in whose inauguration Mayor José Vaz Espinheira was present. Itapetinga and Dairy Valley were "sister cities", in the context of An important exchange between Brazil and the United States, called "Companions of the Americas"

Dairy Valley Square was inaugurated with that name on December 12, 1965, with the presence of the Mayor of Dairy Valley, who came exclusively to participate in the celebrations of the City's anniversary and the reopening of the Square.

Produced by
Fundação de Amparo à Pesquisa do Estado de São Paulo (FAPESP)



Translate



ITAPETINGA: CITY HALL RESTORES MONUMENTS IN DAIRY VALLEY SQUARE

On Wednesday, the 24th, the City of Itapetinga returned to society, fully restored, the main monuments of Dairy Valley Square. At dusk, the population gathered to reclaim culture and tradition. The cow Rainha, the bull Soberano and the calf Guri, animals from

the herd of then mayor José Vaz Espinheira, served as models for the famous artist Manoel Bonfim to sculpt the greatest symbols of our economy, the greatest brand of our city.



In December of last year, concerned with preserving the historical and cultural heritage, the city government of Itapetinga, through the Department of Education and Culture, hired the artist Jorge Alves from Itapetinga to restore the monuments. With careful and technical work, Jorge restored originality and beauty to the works that are now being returned to society. Representing the city's cultural department, Antonio Maciel spoke about the historical importance of the monuments, Jorge Alves' careful work and the great value of that moment for Itapetinga.

Exhibit 3



Upon receiving well-deserved attention at the event, artist Jorge Alves spoke about the difficulties in execution and the consequences of poorly performed interventions by unqualified professionals. According to him, the hollow animals had serious leaks, with traces of epoxy resin and wires from other "restorations".

Happy with the result and the work of cultural recovery that the city government has been able to do, the Secretary of Education and Culture, Geraldo Trindade, spoke about the importance of that moment: *"Since 1963, these sculptures have marked Itapetinga, they represent us and they need to continue to represent us with dignity"*. Therefore, according to the secretary, the work of cultural recovery was well done, carefully and with technique.



CITY OF CERRITOS SISTER CITY DESIGNATION POLICY

Current Version Adoption Date: 04/28/2022 (v.1, Resolution No. 2022-20)

Prior Version Adoption Date: 08/21/2000 (Minute motion, Item 11D)

Original Policy Adoption Date: 08/21/2000 (Minute motion, Item 11D)

7.07.010 PURPOSE

This Policy establishes the requirements and procedures for Cerritos-based community organizations to propose the formation of a Sister City relationship between a prospective city and the City of Cerritos. Sister City programs are generally created between two cities to create friendships, cultural exchanges and may be expanded to include business and professional collaborations. Sister City programs are not supported by City staff and/or financial resources unless specifically authorized by a majority vote of the City Council.

7.07.020 POLICY DIRECTIVE

Cerritos-based community organizations may seek City Council approval to establish a Sister City relationship with a prospective city by submitting an application to the City Council by way of the City Manager in accordance with this Policy. All applications will be reviewed by the City Council and approved on a case-by-case basis.

7.07.030 SISTER CITY FORMATION

- A. Cerritos-based Community Organizations: Cerritos-based community organization may seek City of Cerritos approval for the establishment of a Sister City relationship between a prospective city and the City of Cerritos subject to the following:
1. A letter of request will be submitted to the City Council by way of the City Manager providing justification and/or reasoning for the proposed Sister City relationship. The letter will also be required to outline the goals and objectives of the proposed Sister City relationship such as:
 - a. Developing community partnerships between cities, counties, states of the United States and similar jurisdictions in other nations;
 - b. Creating opportunities for city officials and citizens to experience and explore other cultures through long-term community partnerships;
 - c. Creating an atmosphere to facilitate economic development opportunities;
 - d. Stimulating environments through which communities will creatively learn, work and solve problems together by sharing cultural, educational, municipal, business, professional, and technical experiences; and
 - e. Collaborating with local government organizations throughout the United States that share similar interests.
 2. A reciprocal Letter of Intent (LOI) from the prospective city should accompany the Sister City application for the purpose of providing information about the organization and reasoning for the proposed relationship.

3. The Cerritos-based community organization will be required to file as a non-profit organization and obtain a tax exempt 501(c)(3) status within 120 days. The charter of the non-profit organization should be specific to the Sister City relationship and should detail its goals and objectives.
 4. A membership list of all officers and members of the Cerritos-based community organization shall be submitted to the City. The membership must be open to all Cerritos community members and consist of a majority of Cerritos residents totaling not less than fifty one percent pursuant to this Policy.
- B. Other Organizations: In the event that a community group is not a formally established association or organization, the City Council may choose to accept a LOI from the sponsoring organization or individual representative stipulating that it can fulfill the above referenced requirements within 120 days of the date of the LOI. All requests to establish a Sister City relationship with the City of Cerritos will be subject to City Council consideration and approval on a case-by-case basis.

7.07.040 APPROVAL OF POLICY

This Policy was originally approved by the City Council on August 21, 2000. This Policy was subsequently updated by City Council Resolution No. 2022-20 on April 28, 2022 and became effective immediately thereon.

Signed:

Date:

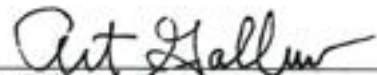


Chuong Vo, Mayor

5-26-2022

Signed:

Date:



Art Gallucci, City Manager

7-5-22

Attachments:

1. City Council Agenda Report August 21, 2000
2. City Council Meeting Minute Excerpts August 21, 2000
3. Sister City Application Procedure



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CITY OF CERRITOS

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MEMORANDUM

TO: Honorable Mayor and Members of the City Council

FROM: Art Gallucci, City Manager *[Signature]*

INITIATED BY: Kathleen Jung Matsumoto, Assistant to the City Manager *[Signature]*

DATE: August 21, 2000

SUBJECT: **CONSIDERATION OF A POLICY FOR SISTER CITIES:
AMENDMENTS TO RECOMMENDED APPLICATION
PROCEDURE**

Attached please find an amended version of the Recommended Application Procedure, that staff would like to submit for review at tonight's City Council meeting.

Basically, the procedure remains the same with added language to strengthen and clarify the application process. Item #2 was added to insure that the new/proposed Sister City was also supportive of the request.

This amendment will be available to the public at the meeting and was also posted on the web site. Should you have any questions, please do not hesitate to call me or Kathy.

ROBERT HUGHLETT, Ed.D.
MAYOR

PAUL W. BOWLEN
MAYOR PRO TEM

BRUCE W. BARROWS
COUNCILMEMBER

GRACE HU
COUNCILMEMBER

GLORIA A. KAPPE
COUNCILMEMBER

(RECOMMENDED CHANGES ARE INDICATED IN BOLD ITALICS)

**RECOMMENDED APPLICATION PROCEDURE FOR
SISTER CITY RECOGNITION WITH THE CITY OF CERRITOS**

A *Cerritos based* community organization may apply to the City of Cerritos to establish a Sister City relationship if the following conditions are met:

1. A letter of request is submitted to the City Council which defines its relationship to the proposed Sister City and outlines its goals and objectives in this relationship. *The goals and objectives should include the following:*
 - *To develop community partnerships between U.S. cities, counties, states and similar jurisdictions in other nations;*
 - *To create opportunities for city officials and citizens to experience and explore other cultures through long-term community partnerships;*
 - *To create an atmosphere in which economic and community development will be implemented and strengthened;*
 - *To stimulate environments through which communities will creatively learn, work and solve problems together through reciprocal cultural, educational, municipal, business, professional, and technical exchanges and projects; and*
 - *To collaborate with organizations in the United States and other cities that have similar goals.*
- NEW 2. *A reciprocal Letter of Intent from the proposed Sister City should accompany the application outlining their organization and proposed goals and objectives.*
3. ~~Evidence that the local sponsoring organization is an established non-profit organization and has obtained tax exempt 501(c)(3) status.~~
The local sponsoring organization will file within 120 days as a non-profit organization and obtain a tax exempt 501(c)(3) status. The Charter of the non-profit organization should be specific to the Sister City Goals and Objectives. The organization should be organized and based within the City of Cerritos.
4. A membership list of all officers and members of the local community *Cerritos based community* organization are *shall be* submitted to the City. The membership must consist of a predominance of Cerritos residents. *be open to all community members and consist of a majority (51%) of Cerritos residents in compliance with established policy.*

In the event that a community group is not a formally established association or organization, then the City Council may accept a Letter of Intent from the sponsoring individual(s) which stipulates that it can fulfill the obligations set forth above within 120 days.

The City Council will review and approve each application for Sister City recognition.



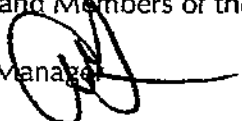
CITY OF CERRITOS

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AGENDA REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Art Gallucci, City Manager 

INITIATED BY: Kathleen Jung Matsumoto, Assistant to the City Manager 

DATE: August 21, 2000

SUBJECT: CONSIDERATION OF A POLICY FOR SISTER CITIES

BACKGROUND AND FINDINGS

The City of Cerritos currently has an active Sister City relationship with the City of Loreto, Mexico, which was formally established on June 8, 1999. Since that time, there has been a continued interest from both the City Council and members of our community to possibly expand our Sister City program to include additional cities. At this point in time, the City Council has not implemented a policy related to Sister Cities and has directed staff to provide relevant information to do so.

ANALYSIS

Sister City programs originated in 1956 through an initiative of President Dwight D. Eisenhower. It was his intent to involve people and organize groups at all levels of our society in personal citizen diplomacy with the hope that people-to-people relationships, fostered through sister city, county and state affiliations, would lessen the chance of future world conflicts.

Through volunteer efforts, the goals of a Sister City program are generally the following:

- To develop community partnerships between U.S. cities, counties, states and similar jurisdictions in other nations;
- To create opportunities for city officials and citizens to experience and explore other cultures through long-term community partnerships;

ROBERT HUGHLETT, Ed.D.
MAYOR

PAUL W. BOWLEN
MAYOR PRO TEM

BRUCE W. BARROWS
COUNCILMEMBER

GRACE HU
COUNCILMEMBER

GLORIA A. KAPPE
COUNCILMEMBER

- To create an atmosphere in which economic and community development will be implemented and strengthened;
- To stimulate environments through which communities will creatively learn, work and solve problems together through reciprocal cultural, educational, municipal, business, professional, and technical exchanges and projects; and
- To collaborate with organizations in the United States and other cities that have similar goals.

To assist communities, there are organizations which provide information that promote sister city cultural exchange and activities. The City of Cerritos is a member of Sister Cities International that also has a California Chapter as well, and the United States/Mexico Sister City Association. These organizations can provide assistance in developing new programs and adopting sister cities. Sister Cities International leads the national movement for global community partnerships and volunteer action and supports programs that focus on the following issues.

- Arts, Education & Cultural Exchange;
- Economic & Business Development;
- Youth Leadership;
- Environment;
- Health;
- Independent Press;
- Municipal Training & Community Problem-Solving; and
- Technology

In the past, we have had an official Sister City Affiliations with Itapatinga, Brazil, established in 1966, and a second Sister City was being encouraged with Pan-Chao Taiwan in 1986. Records indicate that there were several activities between the cities of Cerritos and Itapatinga, however, it appears that the affiliation with Pan-Chao, Taiwan was never finalized.

Since the air crash of 1986, community members known as the Friends of Loreto, have performed good-will missions for the residents of Loreto. This has included donating a refurbished fire truck to the Loreto Fire Department and medical supplies for the community. Through the commitment and strong volunteerism of the Friends of Loreto, this has been a successful Sister City relationship, which led to official recognition by the City Council in 1999.

At the City Council meeting (Study Session) of January 6, 2000, a representative for the Philippine Society of Southeast Los Angeles (PHILSELA) expressed their interest in a Sister City relationship between the City of Cerritos and the City of San Carlos, Philippines. The sponsoring group would be the San Carlos Association which has over 200 active members.

San Carlos is one of the fastest developing cities in the country and can offer much to the City of Cerritos in terms of cultural and educational exchange. It is a fast growing, manufacturing center and agricultural community which exports much of their products through a nearby port. The community is business oriented and is home to a university and medical school. The leaders of San Carlos, Mayor and Congressmen have visited Cerritos and are anxious to form a Sister City relationship with the City of Cerritos.

Additionally, staff has received inquiries from the Rotary Club of Cerritos, for their exchange City in Japan, and e-mails from Anqing City of Anhui Province of China, to give consideration to their city.

Since the adoption of Loreto as a Sister City, and in response to the inquiries from the community, the City Council has expressed an interest in developing certain policies as it relates to Sister City programs. Staff contacted cities in the general area regarding their Sister City programs and found that these programs vary in each community. However, it does appear that in most situations city funding and involvement is minimal, with a Sister City association or group assuming the lead role in volunteer efforts and fundraising activities. In some instances, cities provide a minimal amount of staff support and assist with mailing, copying and faxing of information to the members and/or their Sister City. A copy of the survey is attached for your information as **Attachment 1**.

The City Council has expressed particular interest in the selection criteria for a Sister City and the travel aspect of a program. A brief summary of staff's findings is as follows:

SELECTION CRITERIA

Most Sister City relationships were formed through volunteer efforts and remain independent from the City. In the selection of a Sister City, most cities could not specifically recall the selection procedure as many relationships have existed for quite some time. It appears that most relationships were borne from a request by a community member or group who had "some tie" to the foreign Sister City or a desire to help a community, such as with our Sister City, Loreto.

A community group which can outline its goals and objectives for a Sister City and prove strong volunteer support could be considered by the City Council for official recognition. If the City Council were to entertain the thought of developing additional Sister City relationships, an application procedure should be implemented that would simplify and equitably allow community members to submit their request. Staff has outlined several criteria which would help establish the administrative process in **Attachment 2** of this report.

TRAVEL

The survey indicates that in almost all situations any travel costs to the foreign Sister City by Councilmembers are borne by the individual Councilmember. On occasions where the foreign Sister City may travel here for a visit, the City Council may host a luncheon or dinner and provide a token gift or souvenir to the guests.

In conclusion, it appears that Sister City programs receive very little financial or staff assistance from the city. The success of these programs is through the dedication and commitment of the volunteers who want to encourage cultural and educational exchange with other countries.

RECOMMENDATION

It is recommended that the City Council review subject information and direct staff as appropriate as it relates to selection criteria and the travel policy for Sister City programs.

SURVEY OF SISTER CITY PROGRAMS

Attachment 1

CITY	SISTER CITY	CITY FUNDING	TRAVEL POLICY	ACTIVITIES/ FUNCTIONS OF CITY	STAFF TIME	OTHER SUPPORT	COMMENTS
Artesia	Prata du Vitoria, Azores	None	If Council travels, members pay own way.	May host reception to entertain visiting dignitaries.	Minimal	None	
Bellflower	Los Mochis, Mexico	None	If City Council travels to Sister City, it is at own expense.	May host reception to entertain visiting dignitaries.	Minimal	None	Sister City Committee handles all fundraising and activities. Has received assistance from Supervisor Knabe's office.
Brea	Hanno, Japan Lagos De Moreno, Mexico	Approx. \$3,000/yr.	If City Council travels members pay own way.	Sister City Assoc. handles activities. Mayor may provide gift to visiting Mayor.	Approx. 2 days per month of one FT staff person.	Mailing, faxing, copying, typing corres.	Sister City Association is independent from City.
Downey	Guadalajara, Mexico - San Quintin, Mexico - Alajuela, Costa Rica	Approx. \$3,500/yr.	No specified amount - varies - Mayor may attend Guadalupe event with Miss Downey and her escort.	May host reception for visiting dignitaries - provide gifts to visitors.	Approx. 2 days per month of one FT staff person.	Mailing, faxing, copying, official corres.	Sister City Association handles all fundraising and activities with Sister City.
Hermosa Beach	Loreto, Mexico	None	None - If City Council travels, it is at own expense.	None	None.	None	Sister City Association is independent from City.
Huntington Beach	Anjo, Japan Waitakere City, New Zealand	\$10,000/yr	If Council travels, it is at own expense.	Host reception for visiting dignitaries - provide gifts to dignitaries.	Approx. 2 days per month of one FT staff member.	Typing corres., Minutes, copying, etc.	Sister City Assoc. Board members are elected from community.
La Mirada	Isehara, Japan	\$1,500/yr.	If Council travels, members pay own way.	Host reception or entertain visiting dignitaries - gifts for visitors (nominal).	Minimal	Copying, mailing, faxing	Sister City Association is independent from city - raises own funds.

CITY	SISTER CITY	CITY FUNDING	TRAVEL POLICY	ACTIVITIES/ FUNCTIONS OF CITY	STAFF TIME	OTHER SUPPORT	COMMENTS
Norwalk	Hermosillo, Sonora, Fresnillo, Zacatecas	\$6,000/yr.	One Councilmember and Norwalk International Friendship Commission may attend the National Sister Cities Conf.	Host reception or entertain visiting dignitaries - gifts for visitors.	Approx. 2 days per month. Staff support for Commission.	Copying, mailing, faxing, official corres., prof. exchanges of city staff members	City Council appoints 1 member each to Norwalk International Friendship Commission.
Orange	Novo Kosino, Moscow, Russia; Orange, Australia; Orange, France; Queretaro, Mexico; Timaru, New Zealand	None	If Council travels, it is at own expense.	Host reception to entertain visiting dignitaries - gifts for visitors.	Minimal	None	Sister City Assoc. is independent from City and handles all it's own fundraising and activities.
Paramount	Tepic, Mexico	\$750/yr. for misc. expenses	None	Minimal	Minimal	Minimal	Independent organization.
Rosemead	Zapopan, Mexico - Kee Lung, Taiwan	Minimal (not over \$2,000)	On occasion City will fund visit to Mexico sister city. City funded travel only for staff to visit Taiwan sister city to study Asian gang problems (Taiwan sister city paid for food and lodging).	Host reception or dinner for visiting sister city - nominal gift to sister city.	Minimal (informal)	Mailing, faxing, copying	Sister City Association raises own funds for travel, etc.
Santa Fe Springs	Navajoa, Mexico - Tirschenreuth, Germany	\$15,000 per year (including staff time and misc. expenses)	Annual Sister City conference for Council, Liaison, staff liaison and 5 boardmembers (appted. by Council). May travel to Sister City occasionally.	Student Exchange Program, art contest, entertain visiting dignitaries. Has provided fire fighting exchange program with Navajoa, Mexico.	Approx. 8 hrs. per month of staff time (secretary and staff person combined total).	Mailing, copying, faxing	Sister City Association members pay own travel expenses - 25 appointed members.

**RECOMMENDED APPLICATION PROCEDURE FOR
SISTER CITY RECOGNITION WITH THE CITY OF CERRITOS**

A community organization may apply to the City of Cerritos to establish a Sister City relationship if the following conditions are met:

1. A letter of request is submitted to the City Council which defines its relationship to the proposed Sister City and outlines its goals and objectives in this relationship;
2. Evidence that the local sponsoring organization is an established non-profit organization and has obtained tax exempt 501(c)(3) status;
3. A membership list of all officers and members of the local community organization are submitted to the City. The membership must consist of a predominance of Cerritos residents.

In the event that a community group is not a formally established association or organization, then the City Council may accept a Letter of Intent from the sponsoring individual(s) which stipulates that it can fulfill the obligations set forth above within 120 days.

The City Council will review and approve each application for Sister City recognition.

Sister Cities International Mission Statement

Sister Cities International (SCI) is a non-profit citizen diplomacy network creating and strengthening partnerships between U.S. and international communities in an effort to increase global cooperation at the municipal level, to promote cultural understanding and to stimulate economic development. SCI leads the movement for local community development and volunteer action, by motivating and empowering private citizens, municipal officials and business leaders to conduct long-term programs of mutual benefit.

SCI History

Sister city, county and state affiliations between the United States and other nations began shortly after World War II, and developed into a national initiative when President Dwight D. Eisenhower proposed the people-to-people program at a White House conference in 1956. Originally a part of the National League of Cities, SCI became a separate, nonprofit corporation in 1967 due to the tremendous growth and popularity of the U.S. program.

President Eisenhower's intention was to involve individuals and organized groups at all levels of society in citizen diplomacy, with the hope that personal relationships, fostered through sister city, county and state affiliations, would lessen the chance of future world conflicts.

A Citizen Diplomacy Network

The sister cities concept was launched by President Dwight D. Eisenhower in 1956 and is now in its fourth decade of contributing to people-to-people diplomacy, deeper cross-cultural understanding, and worldwide cooperation toward sustainable economic and community development. The program is deeply rooted in the ideal that we are all members of a single community that is global in scope; that no nation alone can hope to solve our most pressing problems. Sister Cities International (SCI), located in Washington, D.C., is the national headquarters for sister city programs in the United States, with an enormous network of member cities (and states) in all fifty states. SCI, which works closely with the U.S. Conference of Mayors, the U.S. Government, and the private sector, is also one of the largest volunteer organizations in the world.

Major trends in the world today have put Sister Cities International in an ever greater leadership role in global affairs. Advances in telecommunication technologies and extension of travel services have greatly facilitated both "electronic" and face to face exchanges. Also, in a global economy, there are new opportunities for creative business partnerships—and a great need for high-quality international or cross-cultural training for our citizens and local leaders. Programs like SCI facilitate and guide our exposure to the ideas and values of other cultures, leading to deeper understanding and a better quality of life for all. Finally, decentralization, which is taking place in many countries, extension of democracy to new regions, and rapid urbanization—by the year 2000, half of the world's population will be living in cities for the first time in history—have made the phrase "local solutions to global problems" a practical necessity. Increasingly, national leaders are looking to find solutions to global problems at the local level, while local authorities and citizen groups (NGOs), in cooperation with their national leaders and the private sector, are forming direct contacts—meaningful long-term partnerships—with communities worldwide.

SCI's unique nationwide/worldwide network involves the governmental, private, and private voluntary (NGOs, PVOs) sectors at the local and international level in creative partnerships that result in a wide variety of sister city exchanges and projects. As feelings of mutual trust develop over the years, city relationships that often start off with cultural and educational exchanges expand into other areas of interest. In fact, we are now seeing professional exchanges involving people of all types—from municipal officials and medical specialists to teacher trainers and social workers. Many cities, in partnership with their sister city, are also organizing joint business ventures and technical projects, from building schools and baseball parks, to historical preservation, sustainable agriculture, and micro loans for income generation. SCI has also been the vehicle for major conferences and symposiums on a variety of substantive issues facing the world community, including trade symposiums, training concerning the concept and practice of volunteerism, and forums for discussing the environmental sustainability of tourism for resort communities. Few organizations can offer the diversity of exchanges and projects that sister city programs do—everything from art exhibits and business internships to humanitarian relief, reforestation projects, and wheelchair athletics.

Goals of Sister Cities International

- *Develop* municipal partnerships between U.S. cities, counties, states and similar jurisdictions in other nations
- *Provide* opportunities for city officials and citizens to experience and explore other cultures through long-term community partnerships
- *Create* an atmosphere in which economic and community development can be implemented and strengthened
- *Stimulate* environments through which communities will creatively learn, work and solve problems together through reciprocal cultural, educational, municipal, business, professional and technical exchanges and projects
- *Collaborate* with organizations in the United States and other countries which share similar goals

What is a Sister City, County or State Relationship?

A sister city, county or state relationship is a *broad-based, officially approved, long-term partnership* between two communities, counties or states in two countries. A sister city, county or state relationship becomes official with a signing ceremony of the top-elected officials of the two local jurisdictions, following approval by the local city councils (county commissions or state legislatures), as appropriate. Sister city partnerships have the potential to carry out *the widest possible diversity of activities of any international program*, including every type of municipal, business, professional, educational and cultural exchange or project. Sister city programs are also unique in that they inherently involve the three main sectors in a community: *local government, businesses, and a wide variety of citizen volunteers* (and civil society or non-profit organizations).

What is the Difference Between a Sister City and a Friendship City?

Around the world various terms are sometimes used to describe a long-term partnership between two communities: sister cities (United States, Mexico, etc.), twin cities (Russia, United Kingdom), partner cities (Germany - *partnerstadt*), friendship cities (as with relations between Japanese and Chinese cities), or *jumelage* (France) are common terms. Although "sister cities" is the commonly used term in the United States, some US cities have formed "friendship city"

relations with cities abroad. Often, there is no difference in these terms. For example, a "friendship city" relationship might be more active than a "sister city" relationship. If there is a difference in meaning, it is that "friendship city" in the US, tends to refer to a partnership that is more limited in scope. SCL encourages US communities to use the term "sister city," the most commonly used term in the US. The most important thing is that these relationships should not be entered into casually; there needs to be a commitment to fully develop city hall, community and business support for the affiliation, keeping it active, with substantive programs, over the long-term.

What Do Sister Cities Do? What Makes a Successful Sister City Program?

Sister city programs inherently involve a unique kind of partnership and involvement of the three main sectors that make for a vibrant, productive community, county or state: *the local government, business and private voluntary sectors* (a wide variety of civil society or non-profit organizations and individual citizen volunteers). Sister city programs—perhaps more than any other international program—involve the widest possible diversity of exchanges and projects. Basically, anything that goes on in a community can become—and has, in one city or another—the subject of a sister city project, including every type of municipal, business, professional, environmental, educational and cultural exchange.

In the US, there is a great deal of diversity in how sister city programs are structured. Generally speaking, however, broad-based sister city committees made up of a wide variety of citizens from the community make up the backbone of most sister city programs in the US, with city hall and local businesses in more of a support role. The primary historical and cultural reason for this is the unique tradition in the United States of *volunteerism* and the common suspicion on the part of many Americans (throughout US history) towards what is perceived as "big government." (It is often politically difficult for many local governments in the US to approve large budgets for international affairs.) In many countries (although in all countries there is a lot of diversity in structure from city to city), such as Russia, Japan, China, and the United Kingdom, programs like sister cities are managed more directly by *city hall*, by some type of international relations department. With the "city-hall driven" model, there are also direct ways for individual citizens (and businesses) to participate, such as through an "International Friendship Committee."

Key Elements of Success for a Great Sister City Program, Whether It Is of the More "Citizen Volunteer-Based" or "City-Hall Driven" Model:

- Solid support and involvement from city hall: the mayor as honorary chair; a staff person designated at city hall to support the sister city program; direct involvement of various city departments in municipal, economic development, technical, public safety or other exchanges; various direct and in-direct (in-kind) support for sister city activities, such as assistance with administrative costs and receptions.
- Solid support and involvement in the sister city program from the business sector, with an opportunity for both corporations and small businesses, as well as individual business people, to contribute their time and/or financial or in-kind support; the local Chamber of Commerce and other key organizations should be actively involved in the sister city program.

- The best long-term indicator of success for a sister city program (since elected officials come and go) is a broad-based Sister City Committee, made up of many individual citizens who are enthusiastic supporters of the sister city program. Every effort should be made to recruit people from various professions, a youth delegate, people from different ethnic and religious groups, both women and men, and people with disabilities. Citizen volunteers in the US and abroad contribute an enormous "cost share" to the local program through their time and various out-of-pocket expenses, including annual individual and family membership fees, travel expenses abroad and homestay and other hosting expenses at home.
- To maximize limited resources and the potential outreach and impact of the sister city program in the community, every effort should be made to form additional alliances within the overall sister city program, such as sister schools or twinned Rotary and Lion's clubs. It has been estimated that Portland, Oregon and Sapporo, Japan have over 100 of these types of twinning arrangements between their two cities.
- It is essential to have excellent communication links, including reliable phone, fax and Internet communications, with back up fax and phone numbers when necessary. Fax machines should be kept on at night. Communication from a sister city should be responded to right away to maintain good relations. Even if a decision concerning a proposal has not been reached, a quick reply saying, for example, "thank you for your fax - we will respond to you after our meeting next month," should be sent, promptly acknowledging receipt of an important proposal or letter.
- Sister City projects should be reciprocal and jointly planned, executed and evaluated. Also, there needs to be time, a few minutes at the end of each day, for example, built into actual exchanges for cross-culturally sensitive feedback to avoid serious "culture bumps." Formal time for cross-cultural discussion, to learn about more complex layers of culture, such as the changing role of women in society, child-rearing methods or how decisions are actually made in local government or businesses, should be built into all exchanges and projects.
- To maintain excellent, two-way communication and to keep the program active, it is important that cities meet at least every other year to develop a Memorandum of Understanding about what they plan for their partnership, including frank discussions about areas of interest, realities of budgets and other important details in carrying out proposed exchanges or projects.
- There are a variety of low-cost exchanges that should occur every year, even if it is not possible to have a physical exchange of people: an annual "state of the city" letter between the two mayors; exchanges of the city annual reports and city plans by officials at city hall; exchanges of children's artwork, letters or sister school programs through the Internet; periodic exchanges of interesting newspaper articles that show how society, technology, the environment, etc. are changing in your city; cultural festivals, movies or speeches that celebrate the culture of the sister city (foreign students or business people from the nation of the sister city can be guest speakers).
- It is essential to agree on regular, sustainable exchanges of people that will take place every year or, at the very least, every other year. There are many possibilities for this, including teacher and student exchanges, municipal internships for city officials in key

fields, young business leader internships sponsored by the Chamber of Commerce (young professionals who are promising young business leaders but also distinguishing themselves in regard to community service and involvement), or participation at the largest annual festival in the sister city.

- All relationships, like friendships, need to take a risk once in a while with a larger or more ambitious project, to stay fresh and to achieve their full potential. Such projects require a high degree of planning, fund-raising, and time and effort, but they also can be a very positive, life-transforming experience for all involved. Examples of spectacular, large scale sister city projects include: "Shanghai Week in San Francisco," a week of top-level performing arts exhibitions and seminars on doing business in the US and China; a multi-year, broad-based reforestation project between Palo Alto, California and Oaxaca, Mexico, which involved extensive local government, media, volunteer and business involvement on both sides; and a "space bridge" event between San Diego and Vladivostok, Russia, just at the end of the cold war, a live town hall meeting through satellite television involving the mayors, local celebrities and entertainers and hundreds of citizens in both cities.

Important Factors for US Communities to Keep In Mind When Developing a Sister City Partnership with a City Abroad

- In most countries in the world, sister city programs are formally managed by an "international relations division" or some other official representative at city hall. There are obvious historical and practical reasons for this, such as centuries of cultural influence of Confucianism in East Asia, or a history of greater central control of local government in Indonesia or the Newly Independent States. The US, with its tradition of more individualistic volunteerism, is more the exception than the rule. It is therefore critical, as a matter of basic protocol and to tap the full potential of their sister city program, that the local government in the US city maintains an active interest and involvement in the sister city programs. In practical terms, this means the mayor taking time to visit with delegations; designating a contact person/support staff for sister cities at city hall; both sending and hosting selected city officials for substantive municipal exchanges and training involving local government themes, such as the environment, public safety, or city planning; and minimal support for administrative costs for the volunteer committee. At that same time, US communities need to insist that their counterparts abroad set up a committee of interested volunteers in their community, if they do not already have one. US mayors can be effective in communicating the need for more citizen participation in their sister city. Also, US leaders need to clearly communicate to their counterparts that they have designated (empowered) their volunteer committee be the official arm of sister cities in their city.
- It is sometimes the case that the more city hall-driven programs in foreign cities, even in developing countries, have more resources for sister cities than their more volunteer-based US counterparts. If this is the case, the US committee will need to make sure to tap their city's full potential for fundraising through city hall support, major corporate support, recruitment of additional individual members, appropriate service fees, and fund-raising events that have an impact.
- There is often a very strong interest in "economic development" on the part of foreign cities that are seeking a US partner. While US cities also have an increasingly strong

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interest in this area, the two sides will need to carefully discuss with each other exactly what they mean by "economic development." In many cases, a compromise will have to be reached between people (on each side) interested more in business activities versus educational and cultural exchanges. It is not an either/or situation--both educational and cultural exchanges and opportunities to explore economic development should be part of a great sister cities program.

- When US cities host groups from abroad, the tendency is often to be informal. While this has its own unique charm and appropriateness, it is important to recognize, in large and small ways, the expectation of many international guests for more formality. It should be given, for example, that any international guest be offered a drink (coffee or tea, etc.) when first arriving, since this is the generous custom in almost every city or village in the world. Distinguished, high-ranking officials from abroad need to be formally recognized as such--rank and seniority are very important in many cultures.
- More often than not, English is the mode of communication in international meetings. Americans need to be highly sensitive to the difficulties faced by non-native speakers since we are usually fortunate to have our language in use. For non-native speakers: explain key vocabulary words and concepts in advance; give easy-to-understand summaries and clear analogies and metaphors for long explanations; give time to formulate questions; build in time for rest--listening to a foreign language is hard work; provide quality interpretation and/or translation when critical for deeper understanding; and make every effort to learn as much as possible of the language of your sister city--three new words a day should be considered a minimum to be a true global citizen.

Affiliations Procedures Guide: The Sister City Search Process

Building a lasting relationship with your sister community might possibly be one of the most rewarding activities your community becomes involved with. The process, however, of searching for and finding that special community abroad which shares your same interests and goals, is an intricate and often lengthy one. Therefore, your search must be extremely well-organized and undertaken with great planning and commitment. It is up to you to take a proactive role in this process!

We often compare the sister city search process to the intricate dance of matrimony, beginning with the awkward days of courtship beyond its golden anniversary. With this analogy in mind, it is crucial to be sensitive to the needs of your prospective community, and at all times, be aware that this relationship is intended to last a lifetime. Therefore, choose wisely!

Please be aware that this abbreviated checklist is meant to serve as a guide to steer you through the affiliations process. For detailed information, carefully read our publications: "Building Your Local Program," "Finding a Sister City" and "Criteria for Selecting a Sister City."

Step One -- Contact Sister Cities International to request a Membership Application Packet. Upon joining SCI as a dues-paying member, you will gain access to our many resources and benefits, as well as our global network of sister city leaders.

Step Two -- After studying the materials in your New Membership Packet, begin by organizing your volunteer sister city committee, led by elected officers (i.e. president/chairperson, vice-president, treasurer, secretary) and comprised of a broad range of community members: community leader(s) who speak directly for the Mayor/City Manager, business professionals (i.e. private enterprise, physicians, attorneys); Chamber of Commerce officials; youth and educators; retirees; and so on.

Step Three -- Form sub-committees as needed (i.e. fundraising committee, youth chapter, a separate

committee for each sister city affiliation) and gather strong community support.

Step Four -- Once an organized committee is established, begin working on your "Community Profile Form." As you thoroughly examine these questions, contact SCI for help in refining your search to a specific area(s) of the world. Some regions are traditionally under-requested, so it is always wise to check with the national headquarters to determine which regions of the world currently have the greatest need for U.S. support and will therefore be the most enthusiastic about forming a sister city relationship. In addition, due to our one-to-one affiliations policy, you need to be aware of which cities are already working with a U.S. community and are therefore not available.

Step Five -- When you have chosen your preferred region, carefully explore your purpose for building a sister city relationship. Is it to investigate economic development opportunities? Is it for youth exchange? These questions are extremely important and will assist you in identifying the goals of this relationship.

This and other important subjects are addressed in the "Community Profile Form."

Step Six -- SCI maintains a list of international cities seeking partners. When we receive your completed community profile, SCI will recommend -- based upon the information in your profile -- 3 cities we think would make appropriate matches. We will provide you with the contact information, and if necessary, approach the community on your behalf.

Step Seven -- If there are no suitable cities currently seeking in your chosen region, it will be your responsibility to search for potential cities. Be creative in this search. Use all resources available, such as the Web, your Library, a personal contact in that community, etc. Consider involving more than just your committee. For instance, you might have a geography teacher assign this as a class project, have your Rotary club contact its international chapters, hold a Town meeting to consider the interests of the entire community. When you have identified several likely matches, notify SCI, and the appropriate Regional Director will investigate the possibility of a link by contacting our international counterparts. Please be advised, due to the nature of international correspondence, that this method will be a more lengthy one.

Step Eight -- When you are ready to approach your potential community(ies), present a comprehensive view of your community by sending a detailed packet of information to the mayor of the international community. This packet should include a formal letter from your mayor (and/or committee president/chair) inviting the community to enter into a dialogue on twinning (sample documents available from SCI) along with Chamber of Commerce materials such as brochures, maps and video; don't forget to enclose a copy of your Community Profile Form. Also, request such information in return. Please cc: SCI any pertinent communications.

Step Nine -- If you receive a positive response, reply promptly and extend an invitation for an official delegation to visit, with suggestions for potential projects, such as student exchange, business/trade development, etc. Build your relationship. Get to know one another well. After some time, you will be able to determine if this is the right match for you. As you "date," please send us copies of all pertinent correspondence for our files.

Step Ten -- When there is a mutual agreement to become formally linked, both mayors should be present for the signing ceremony (sample documents available from SCI). Upon receipt of copies of these historic documents, SCI will send two official SCI charters -- one for you and one for your sister city. At this point, you will be eligible to use the name "Sister Cities," and will, officially, become part of our network of registered sister cities.

Step Eleven -- Continue to build your relationship by involving more community members and expanding the scope of your projects. Keep SCI updated with regular reports of your on-going activities. Contact SCI with questions at any time!

SCI Affiliations Policy

Time and experience have proven that the strength and stability of sister city relationships depend heavily on the uniqueness of a one-to-one relationship. Therefore, efforts by a U.S. jurisdiction to establish official links with international jurisdictions which already have an active and recognized U.S. sister city, county or state, will not be recognized by SCI, nor will they be eligible for any services or grant programs from SCI. If a U.S. community can support more than one affiliation, it should broaden its horizons and offer to link with jurisdictions in other nations. This policy also applies to international jurisdictions attempting to create multiple sister city, county or state affiliations in the U.S. Other international links (e.g. universities, chambers of commerce, service clubs) are not precluded by the SCI's affiliations policy.

Please note, this policy went into effect on July 1, 1990. Cities that appear in this directory with more than one U.S. city link were established prior to this date.

Sister Cities International Facts — At a Glance

- The Honorary Chairman of Sister Cities International is the President of the United States—a distinction afforded to only a few associations.
- SCI is led by a Board of Directors and national staff officers. The Executive Director heads the national headquarters in Washington, D.C. Sister Cities State Coordinators assist SCI staff and local programs at the state level. At the local level, the mayor serves as Honorary Chair to an active sister city committee made up of a wide variety of citizen volunteers, city officials, and corporate members.
- SCI is a non-profit organization with a unique nationwide/worldwide network involving the governmental, business, and private voluntary sectors. SCI collaborates with the U.S. Conference of Mayors and many U.S. Government agencies and foreign embassies. Opportunities for sustainable economic and community development through Sister Cities are actively being promoted at the local and national level.
- Spearheaded by the mayors of each city, 1,200 U.S. communities are now paired with 2,100 partners in 127 nations around the globe. In 1955, St. Paul, Minnesota and Nagasaki, Japan became sister cities—now there are 357 U.S.-Japan sister city partnerships. In 1986, there were only six sister city links between the U.S. and the Soviet Union—today there are 169 U.S.-NIS (former Soviet Union) partnerships. In 1995, SCI led mayoral delegations to South Africa and Indonesia and organized a bilateral U.S.-China Sister Cities Conference to promote new sister city relationships and opportunities for community and economic development.
- SCI assists sister city partnerships from the beginning—including providing contacts and guidance, creating innovative grant opportunities for member cities, and energizing dormant programs by providing high-quality networking opportunities at state, regional, and international levels. SCI has administered a wide variety of grant programs over the years, covering a variety of themes, from technical assistance and small business development, to municipal training and youth exchange programs focused on community service. Through various publications and on-line services, SCI continues a forty-year

tradition of leadership in the international exchange, cooperation, and community and economic development fields.

- Sister city programs make an impact on communities worldwide. Over 100,000 people travel abroad under the Sister Cities umbrella, spending close to \$60 million annually on travel and related expenses. Fort Worth (Texas) Sister Cities, for example, estimates that their programs bring in \$2 million in trade and tourism to their city each year. Portland, Oregon and Sapporo, Japan have seen over 100 organizations link, including sister schools, YMCA's, and civic clubs, as a result of their sister city relationship. The trust and community support these strong sister city ties have created has been an important factor in numerous Japanese companies deciding to locate in Portland, bringing needed investment and jobs to the area. Similarly, Cincinnati, Ohio and Karkhiv, Ukraine have a very strong partnership—currently, they are carrying out over 15 different projects, everything from economic development to an exchange of classical musicians.
- In 1995, SCI led mayoral delegations to South Africa and Indonesia and organized a U.S.-China Sister Cities Conference. In 1996, SCI led a successful Mayoral / Business Missions to India and Vietnam. In 1997, a mayoral delegation visited the Republic of Ireland and Northern Ireland, and 1998 saw a mission to Brazil. SCI is also a prominent player in the implementation of goals of the Summit of the Americas. The U.S.-African Sister Cities Conference is an important annual event in the SCI network. SCI's grant projects include U.S.-Germany and U.S.-Japan internships for community leaders on volunteerism; the U.S.-Russia Partnerships for Independent Newspapers program; projects that link schools through the Internet; and the U.S.-Japan Trilateral Exchange Program.
- No organization can match the diversity of exchanges and projects of SCI's network, including forums for exploring trade opportunities (New Brunswick, New Jersey and Debrecen, Hungary) and the environmental sustainability of tourism (Aspen, Colorado and Sumikappu, Japan), development cooperation projects, from improving water quality (Amesbury, Massachusetts and Esabali, Kenya) and reforestation (Palo Alto, California and Oaxaco, Mexico) to medical exchanges (Grand Forks, North Dakota and Ishim, Russia) and building schools (Charlotte, North Carolina and Arequipa, Peru); and exchanges of baseball teams and young classical musicians through Tacoma (Washington) Sister Cities. Tulsa, Oklahoma organizes an International Leadership Academy for youth each year.
- Major trends in the world today, such as decentralization, the "globalization" of the economy, and the spread of telecommunication's technologies have given individual communities a more prominent role in international affairs and put SCI at the forefront in helping to create new opportunities and a better quality of life for people in communities worldwide.
- SCI, the world's premier community network, can offer your city, business or citizen's group contacts, cross-cultural expertise, exciting forums for discussing global issues and legitimacy—community-wide, private sector and governmental. The best place to catch the spirit of Sister Cities is at SCI's annual conference. Invaluable networking opportunities abound at SCI's annual conference, organized in partnership with the host city, which goes out of its way to show delegates a good time, including opening up the best cultural attractions.

SCI Requirements and Procedures

SCI is the national headquarters, recognized by the US Government, for sister city, county, and state programs in the United States, including for "friendship city" agreements. Most US cities with sister city programs are formal dues-paying members of SCI; however, SCI, because of the important public role we play, needs good data about all US programs, whether just starting out or firmly established. Our office is regularly contacted by top-level US and foreign government officials, prominent mayors and leaders of major corporations and NGOs (non-governmental organizations), who want up-to-date information about the activities of sister city, county and state programs. SCI also coordinates with various counterpart organizations abroad to keep records on sister city programs worldwide.

SCI needs to be immediately informed, by sending a copy of official correspondence (letters of invitations, memorandums of understanding on city hall letterhead, etc.), at each stage of a relationship:

- When a US city is formally seeking a partner city in another country or when a foreign city is formally seeking a US partner.
- When two cities are in a "pending" relationship, where they are in the process of exploring a possible sister city relationship.
- When two cities have had an official signing ceremony of their top elected leaders, becoming sister cities.
- If a relationship has become completely inactive and one city in the relationship or both do not have the means or interest to work to reactivate the program, it is possible for two cities to get a "divorce." SCI is prepared to assist the two cities in reactivating their program; however, if there is no possibility of this, we prefer that the relationship be dropped so that we do not continue to list the affiliation in our national/worldwide directory year after year. In this case, SCI requires an official letter (on city hall letterhead) from one of the two cities.

Building Community Partnerships Worldwide

Sister Cities International (SCI) is the national membership organization for sister city, county, and state programs in the United States. SCI is the official agency which links communities from the United States with communities worldwide. Currently, SCI represents approximately 1,200 U.S. cities, counties, and states and their 2,100 partners in 127 countries worldwide. As the premier citizen diplomacy network in the United States, SCI leads the national movement for community development and volunteer action in the global arena.

The goals of Sister Cities International are:

- to develop community partnerships between U.S. cities, counties, states and similar jurisdictions in other nations;
- to create opportunities for city officials and citizens to experience and explore other cultures through long-term community partnerships;
- to create an atmosphere in which economic and community development will be implemented and strengthened;
- to stimulate environments through which communities will creatively learn, work and solve problems together through reciprocal cultural, educational, municipal, business, professional, and technical exchanges and projects; and
- to collaborate with organizations in the United States and other countries, which share similar goals.

The National Headquarters

Sister Cities International is unique in that it officially links communities from the United States with international communities through sister city agreements signed by the respective mayor of each city and ratified by each city council or its equivalent. To be official, a sister city relationship must have the endorsement of the local authorities, who support the efforts of community volunteers. This dynamic process empowers all sectors of a community—local government, business, media, private voluntary organizations, and educational institutions—to participate in the global arena. SCI is the U.S. Government-designated clearinghouse for recognizing, cataloging, and coordinating sister city, county, and state linkages, including friendship cities partnerships.

Sister Cities International is committed to making international affairs personal and rewarding to millions of U.S. citizens. SCI promotes sister city programs to a broader national and international audience, disseminating publications and providing seed-grants to assist U.S. communities as they strive to develop innovative exchange and development programs with their partners abroad.

The SCI logo and the name "Sister Cities International" are now registered with the U.S. Patent and Trademark office. This registration will protect our member cities from unauthorized activities that may damage the reputation of city-to-city links. Only dues paying members are authorized to use the Sister Cities International name.

International Conferences & Delegations

Each year, more than 1,500 delegates from 40 countries attend the SCl Annual Conference. Sister Cities International invites delegates worldwide to participate in its upcoming conferences hosted by Little Rock, Arkansas (1999); and Denver, Colorado (2000). Sister Cities International also sponsors various state, regional, and international meetings throughout the year. Sister Cities International has organized conferences in Russia, China, and Japan, and has supported Summit of the Americas follow-up fora in Uruguay and Dominican Republic.

In addition, SCl sponsors its Annual Awards Program, which recognizes the outstanding achievements of its members during a special ceremony at the SCl Annual Conference.

Sister Cities International has a more than 40-year history of leadership in promoting and supporting new sister cities partnerships in all parts of the world, reaching areas underserved by other community development organizations. Recent SCl Mayoral delegations have visited India, Indonesia, Northern Ireland, Vietnam, South Africa and Brazil.

A Unique Model of Community Partnership

Sister Cities International is one within the global network of internationally recognized outreach programs. In every region of the world sister cities (also known as "twin cities," "friendship cities," "partner cities") play a significant role in supporting long-term community development through reciprocal exchange programs. As both urbanization and decentralization are growing worldwide, city-to-city assistance programs are increasing in importance to overall global development.

Sister city, county and state affiliations between the United States and other nations began shortly after World War II, and developed into a national initiative when President Dwight D. Eisenhower proposed the People-to-People Program at a White House Conference in 1956. Originally housed as part of the National League of Cities, SCl became a separate, nonprofit corporation in 1967 due to the tremendous growth and popularity of the U.S. program. President Eisenhower's intention was to involve people and organized groups at all levels of our society in personal citizen diplomacy, with the hope that people-to-people relationships, fostered through sister city, county and state affiliations, would lessen the chance of future world conflicts. To this day, Japan and Germany represent the largest number of sister city affiliations by country.

Sister Cities International staff in Washington, D.C. coordinates and serves an expansive network of dedicated city officials and volunteers. This structure includes:

- *Community Volunteers*, who are members of the local sister city programs and represent the vast volunteer network which numbers in the hundreds of thousands; and
- *Mayors and State and Local Government Officials*, who represent over 1,200 cities, counties, and states throughout the United States; and
- *Board of Directors and State Coordinators*, who serve in a voluntary capacity and provide program development assistance as field staff to local level sister city committees within their states.

Programs

Experienced with creating and administering programs for its national membership, SCI assists local sister cities programs in serving as models of citizen activism, mobilizing city professionals, business people, and volunteers to address community needs, and working with the private and public sectors to secure resources to meet those needs.

In recent years, SCI has administered programs ranging from exchanging youth and educators from sister schools to professional internships focusing on volunteerism, aging population, media management, environmental, and public safety issues.

The program areas SCI supports are:

- Arts, Education, & Cultural Exchange
- Economic, Business & Community Development
- Health, Environment & Technology
- Media Management/Independent Press
- Municipal Training & Community Problem-Solving
- Strengthening Civil Society
- Youth Leadership Development

Sister Cities International supports projects that are culturally appropriate, economically viable, environmentally sound, and socially just. SCI strives to ensure that each project undertaken by its members will reflect the diversity of its network. Specifically, SCI promotes the inclusion of ethnic and racial minorities, people with disabilities, youth, women, and people of diverse socio-economic status in all sister cities activities.

Publications/Web Media

Sister Cities International publishes periodic publications highlighting individual programs and issues of interest to the global community; annual issues of the *SCI Directory*, which lists all sister cities, counties, states and/or their equivalent; and detailed guides on program development, practical training, teacher and youth exchange, fundraising and proposal writing. SCI also offer three free electronic list services to keep members updated on SCI activities: Youth, General (sister cities discussion) and Announce (advisories of upcoming events, grant opportunities, etc.) And the SCI Web site is a tremendous resource, with vital links to the international community, as well as sister cities news, such as a list of cities seeking partners and upcoming events. Visit us at <www.sister-cities.org>.

Sister Cities Supporters

Sister Cities International and its network is grateful for the continuing support of its member cities, counties, states; the United States Information Agency (USIA), Office of Citizen Exchanges, and the United States Agency for International Development (USAID) and their missions and posts worldwide. Sister Cities International also appreciates the support of its partners and international counterparts, and SCI's corporate, individual, and organizational members and sponsors.

Sister Cities International seeks corporate, individual, and organizational members and sponsors to support programs serving the growing, dynamic sister cities network.

Partners

ABCO-100

Alliance for International Educational
and Cultural Exchange

Center for War, Peace, and the News
Media (New York University)

Departures International

I*EARN

Institute for International Sport

Institute for War and Peace Reporting

Mobility International USA

National Institute of Urban Affairs

National League of Cities

National Organization on Disability

The GLOBE Program

The Japan Foundation Center for Global Partnership

The Laurasian Institution

The World Bank World Links for Development

United Nations Development Programme

United States Baltic Foundation

United States Health & Human Services

Administration on Aging

United States Peace Corps

International Counterparts

Association of Nicaraguan Municipalities
Association of Polish Cities
Association of Rhodopi Municipalities
(Bulgaria)
Association of Ukrainian Cities
Australia Sister Cities Association
Council of Local Authorities for
International Relations (Japan)
European Commission Secretariat-
General
INIFOM (Nicaragua)
Inter-Indonesian Municipalities
Organization
Korean Local Authorities Foundation
For International Relations

Collaborating Organizations

Academy for Educational Development
ACTR/ACCELS
American International Health Alliance
Association for International Practical
Training
Bonn International Center for
Conversion
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Alhambra	Hsin Chuang City, China Sanya, China
Anaheim	Mito, Japan Vitoria-Gasteiz, Spain
Antioch	Chichibu, Japan Lazaro Cardenas, Mexico
Arcadia	Newcastle, Australia Tripolis, Greece
Azusa	Zacatecas, Mexico
Bakersfield	Partizan District, Minsk, Belarus Wakayama, Japan
Baldwin Park	Valle De Bravo, Mexico
Bellflower	Los Mochis, Mexico
*Belmont	
Berkeley	Gao, Mali Dmitrov, Russia Juigalpa, Nicaragua Sakai, Japan San Antonio Los Ranchos, El Salvador
Beverly Hills	Acapulco, Mexico Cannes, France

Big Bear Lake	Abtenau, Austria
Brea	Hanno, Japan Lagos De Moreno, Mexico
Brisbane	Brisbane, Australia
Burbank	Gaborone, Botswana Inchon, Korea Ota, Japan Solna, Sweden
Burlingame	Cuernavaca, Mexico
Calipatria	Jericho, Palestine Authority
Campbell	Keelung City, China
Canoga Park	Taxco, Mexico
Carlsbad	Futtsu, Japan Karlovy Vary, Czech Republic
Carmel by the Sea	Petra, Spain
Carson	Soka, Japan Wanju-Gun, Korea
Cerritos	Loreto, Mexico Tapetinga, Brazil
Chino	San Juan Del Rio, Mexico
Chula Vista	Irapuato, Mexico Odawara, Japan
Claremont	Guanajuato, Mexico

Colton	Cananea, Mexico
Compton	Kaduna, Nigeria Puebla, Mexico Suwon, Korea Zhongyuan District, China
Concord	Kitakami, Japan
Covina	Xalapa, Mexico
Crescent City	Waitara, New Zealand
Cudahy	Arizpe, Mexico
Calver City	Iri City, Korea Kaizuka, Japan Lethbridge, Canada
Cupertino	Ivrea, Italy Péreslavl-Zalessky, Russia Toyokawa, Japan
Davis	Qufu, China - Uman, Ukraine
Delano	Arita, Japan Asti, Italy Jacona, Mexico Kalibo, Philippines
Del Mar	Winsborough Green, England
Desert Hot Springs	Courtenay, Canada Yeroham, Israel
*Diamond Bar	
Dinuba	Malsch, Germany

Downey	Guadalajara, Mexico Valle De San Quintin, Mexico
El Cajon	Goulburn, Australia Municipio De Comondu, México Sulzfeld, Germany
El Monte	Marcq-En-Baroeul, France Zamora De Hidalgo, Mexico
El Segundo	Guaymas, Mexico
Encinitas	Hondo, Japan
Encino	Puerto Vallarta, Mexico
Escondido	Maebaru, Japan
Eureka	Kamisu, Japan
Fairfield	Nirasaki, Japan
Fontana	Kamloops, Canada
Foster	Fushun, China
Fremont	Fukaya, Japan Horta, Azores, Portugal Jaipur, India Lipa City, Philippines Playford, Australia Puerto Penasco, Mexico
Fresno	Afula, Israel Kochi, Japan Lahore, Pakistan

	Morogoro, Tanzania
	Moulmein, Myanmar
	Munster, Germany
	Telpaneca, Nicaragua
	Torreón, Mexico
	Zhambyl, Kazakhstan
Fullerton	Fuku, Japan
	Morelia, Mexico
Garden Grove	Anyang, Korea
Gardena	Huatabampo, Mexico
	Ichikawa, Japan
	Rosario, Mexico
Gilroy	Monticelli D'ongina, Italy
	Saint Clair, France
	Takko-Machi, Japan
Glendale	Higashiosaka, Japan
	Tlaquepaque, Mexico
Glendora	Merida, Mexico
Gonzales	Dzidzantun, Mexico
Grass Valley	Bodmin, England
Gridley	Tepuke, New Zealand
Grover Beach	Tamsui Township, China
Half Moon Bay	Kariwa, Japan
Hanford	Setana, Japan

Hayward	Faro, Portugal
	Funabashi, Japan
	San Felipe, Mexico
*Healdsburg	
Heinet	Cootamundra, Australia
	Ebeltoft, Denmark
	Kushimoto, Japan
Hercules	Tsushima, Japan
Hermosa Beach	Loreto, Mexico
Hollister	Takino, Japan
Holtville	Chiangchung Hsiang, China
Huntington Beach	Anjo, Japan
	Waitakere City, New Zealand
Indio	Gafsa, Tunisia
Inglewood	Bo, Sierra Leone
	Pedavena, Italy
	Port Antonio, Jamaica
Irvine	Hermosillo, Mexico
	Tsukuba, Japan
	Yongin, Korea
Irwindale	Salvatierra, Mexico
Kerman	Kannami, Japan
Kingsburg	Sunne, Sweden

La Habra	San Miguel de Allende, Mexico Tehuantepec, Mexico
La Mirada	Isehara-Shi, Japan
La Verne	Acambáro, Mexico
Lafayette	Langeac, France
Lawndale	Cagayan De Oro, Philippines
Lindsay	Ono, Japan
Livermore	Quezaltenango, Guatemala Yotsukaide, Japan
Livingston	Wakami-Machi, Japan
Lodi	Kofu, Japan - Lodi, Italy
Loma Linda	Manipal, India
Lompoc	Inca, Spain Namwon, Korea
Lomita	Takaishi, Japan
Long Beach	Bacolod, Philippines Calcutta, India Meru, Kenya Phnom Penh, Cambodia Pohang, Korea Qindao, China San Jose-Del Cabo, Mexico Sochi, Russia Valparaiso, Chile

	Yokkaichi, Japan
Los Alamitos	Dawson Creek, Canada
Los Altos	Greater Bendigo, Australia Shin Lin District, China Syktyvkar Region, Russia
Los Angeles	Athens, Greece Auckland, New Zealand Berlin, Germany Bordeaux, France Eilat, Israel Giza, Egypt Guangzhou, China Jakarta, Indonesia Kaunas, Lithuania Lusaka, Zambia Makati, Philippines Mexico City, Mexico Mumbai, India Nagoya, Japan Pusan, Korea St. Petersburg, Russia Salvador, Brazil Split, Croatia Taipei Municipality, Taiwan, China Tehran, Iran Vancouver, Canada
Los Banos	Cosala, Mexico
Los Gatos	Chung Ho City, China
Lynwood	Talpa, Mexico
Manhattan Beach	Santa Rosalia, Mexico

Marin County	Devon County, England
Marina	Tongduchon, Korea
Martinez	Dunbar, Scotland Hanchuan, China Milazzo, Italy
Marysville	Pei-Kang Township China
Mendocino	Miasa, Japan
Merced	Albury, Australia Somoto, Nicaragua
Millbrae	La Serena, Chile Mosta, Malta
Milpitas	Kukizaki, Japan
Modesto	Aguascalientes, Mexico Khmelnitskii, Ukraine Kurume, Japan Vernon, Canada Vijayawada, India
*Montclair	
Montebello	Ashiya, Japan El Rosario, Mexico
Monterey	Nanao-Shi, Japan
Monterey Park	Laoag, Philippines Nachikatsuura, Japan Quanzhou, China Yungbo City, China

***Morgan Hill**

Mountain View Hasselt, Belgium
Iwata, Japan

***Murietta**

Napa Iwanuma, Japan

Napa Valley Casablanca Valley, Chile
Telavi Region, Georgia

National City Tecate, Mexico

Nevada City Penzance, England
Tixtla De Guerrero, Mexico

Newark Newark, England

Newport Beach Antibes, France,
Cabo San Lucas, Mexico
Okazaki, Japan
Vung Tow City, Vietnam
Yuso City, Korea

Norwalk Hermosillo, Mexico

Oakland Dalian, China
Fukuoka, Japan
Nakhodka, Russia
Ocho Rios, Jamaica
Sekondi Takoradi, Ghana

Oceanside Ensenada, Mexico
Fuji, Japan

	Kisarazu, Japan
	Pago Pago, Samoa
Ojai	Alamos, Mexico
Ontario	Brockville, Canada
	East Coast Bays, New Zealand
	Guamuchil, Mexico
	Morocito, Mexico
	Winterthur, Switzerland
Orange	Novo Kosino, Moscow, Russia
	Orange, Australia
	Orange, France
	Queretaro, Mexico
	Timaru, New Zealand
Orinda	Tabor, Czech Republic
Oxnard	Ocotlan, Mexico
Pacifica	Balaguer, Spain
Palmdale	Poncitlan, Mexico
Palm Desert	Gisborne, New Zealand
	Osoyoos, Canada
Palo Alto	Albi, France
	Enschede, Netherlands
	Linkoping, Sweden
	Oaxaca, Mexico
	Palo, Philippines
Paramount	Tepic, Mexico
Pasadena	Jarvenpaa, Finland
	Ludwigshafen Am Rhein, Germany

	Mishima, Japan
	Vanadzor, Armenia
	Xiching District, Beijing Municipality, China
Pico Rivera	San Luis Potosí, Mexico
Placentia	Tlaquepaque, Mexico
Placerville	Warabi, Japan
Pleasant Hill	Chilpancingo, Mexico
Pleasanton	Blairgowrie, Scotland
	Tulancingo, Mexico
Pomona	Monterrey, Mexico
Porterville	La Barca, Mexico
	Mikkabi, Japan
Redlands	Hino, Japan
	Inverness, Scotland
	San Miguel de Allende, Mexico
Redondo Beach	Ensenada, Mexico
	La Paz, Mexico
Redwood City	Colima, Mexico
	Zhuhai, China
Rialto	Pinaflor, Chile
Richmond	Shimada, Japan
	Zhoushan, China
Ridgecrest	Tepatitlan, Mexico

Ripon	Sakurajima, Japan
Riverside	Cuautla, Mexico Ensenada, Mexico Jiangmen, China Kangnam-Gu, Korea Sendai, Japan
Rohaert Park	Hashimoto, Japan Tagaytay, Philippines
Rosemead	Zapopan, Mexico
Roseville	Chignahuapan, Mexico
Running Springs	Cranzahl, Germany
Sacramento	Chisinau, Moldavia Hamilton, New Zealand Jinan, China Liestal, Switzerland Manila, Philippines Matsuyama, Japan Yongsan-Gu, Korea
Salinas	Cebu, Philippines Kushikino, Japan
San Bernardino	Heizliyya, Israel Ile-Ife, Nigeria Mexicali, Mexico Roxas, Philippines Tachikawa, Japan Tauranga, New Zealand Villahermosa, Mexico Yushu, China Zavolzhie, Russia

San Bruno	Narita, Japan
San Carlos	Croydon, Australia
San Clemente	San Clemente Del Tuyu, Argentina
San Diego	Alcala De Henares, Spain Campinas, Brazil Cavite City, Philippines Chonju, Korea Edinburgh, Scotland Leon, Mexico Perth, Australia Taichung City, China Tema, Ghana Tijuana, Mexico Vladivostok, Russia Warsaw Province, Poland Yantai, China Yokohama, Japan
San Francisco	Abidjan, Ivory Coast Assisi, Italy Caracas, Venezuela Cork, Ireland Esteli, Nicaragua Haifa, Israel Ho Chi Minh City, Vietnam Manila, Philippines Osaka, Japan Seoul, Korea Shanghai, China Sydney, Australia Taipei Municipality, China Thessaloniki, Greece
San Gabriel	Celaya, Mexico

	Changhua City, China
San Jacinto	Zhukovsky, Russia
San Jose	Dublin, Ireland
	Ekaterinburg, Russia
	Okayama, Japan
	Pune, India
	San Jose, Costa Rica
	Tainan City, Taiwan, China
	Veracruz, Mexico
San Marino	San Marino, San Marino
San Mateo	San Pablo, Philippines
	Toyonaka, Japan
	Varde, Denmark
San Pablo	Manzanillo, Mexico
San Pedro	Koniza, Croatia
*San Ramon	
San Rafael	Chiangmai, Thailand
	Falkirk, Scotland
	Lonate Pozzolo, Italy
	San Rafael, Nicaragua
Santa Ana	Santa Ana, El Salvador
	Tecate, Mexico
Santa Barbara	Cuzco, Peru
	Palma De Majorca, Balearic Islands, Spain
	Puerto Vallarta, Mexico
	Toba, Japan
	Weihai, China
	Yalta, Ukraine

Santa Clara	Coimbra, Portugal Izumo, Japan
Santa Clara County	Florence Province, Italy
*Santa Clarita	
Santa Cruz	Alushta, Ukraine Rinotepe, Nicaragua Puerto La Cruz, Venezuela Santa Cruz of Tenerife, Canary Islands, Spain Sestri Levante, Italy Shingu, Japan
Santa Fe Springs	Navojos, Mexico, Tirschenreuth, Germany
Santa Maria	Santa Maria, Spain
Santa Monica	Hamm, Germany Fujinomiya, Japan Ville D'avray, France Mazatlan, Mexico
Santa Paula	Ciudad Obregon, Mexico
Santa Rosa	Cherkasy, Ukraine Pukcheju County, Korea
Saratoga	Muko, Japan
*St. Helena	
Sausalito	Sakaide, Japan Viña Del Mar, Chile

Scotts Valley	Nichinan-Cho, Japan
Seal Beach	Todos Santos, Mexico
Seaside	Irigia, Philippines
Sebastopol	Chihirin, Ukraine Yamauchi, Japan
Selma	Manly, Australia
Signal Hill	Maneadero, Mexico Tula, Mexico
Solana Beach	Playa Rosarito, Mexico
Sonoma	Chambolle Musigny, France Greve, Italy Kaniv, Ukraine Patzcuaro, Mexico
South El Monte	Gomez Palacio, Mexico
South Lake Tahoe	Baikalsk, Russia
South San Francisco	Atotonilco, Mexico Kishiwada, Japan Lucca, Italy Pasig City, Philippines
Stanton	Chapala, Mexico
Stockton	Empalme, Mexico Foshan, China Iloilo, Philippines Parma, Italy Shimizu, Japan

Studio City	Ajijic, Mexico
Temecula	Nakayama-Cho, Japan Voorburg, Netherlands
Temple City	Hawkesbury Shire, Australia Magdalena, Mexico
Thousand Oaks	Spitak, Armenia
Torrance	Kashiwa, Japan
Tracy	Memuro, Japan
Tulare	Angra Do Heroismo, Azores, Portugal Inverell, Australia
Tustin	Matarata, New Zealand
Twentynine Palms	Bad Schandau, Germany
*Union City	
Upland	Caborca, Mexico Mildura, Australia
Vallejo	Akashi, Japan Bagamoyo, Tanzania Baguio, Philippines La Spezia, Italy Trondheim, Norway
*Vernon	
Visalia	Miki, Japan Pitigliano, Italy

24

Walnut Creek Noceto, Italy
Siofok, Hungary

*Waterford

Watsonville Kamakani-Mura, Japan

*West Hollywood

Whittier Changshu, China

Woodland Hills Chichicastenango, Guatemala
Mulege, Mexico

Yorba Linda Huaiyin, China

Yuba City Fujishiro, Japan

CITY OF SAN DIEGO, CALIFORNIA
COUNCIL POLICY

CURRENT

SUBJECT: SISTER CITY PROGRAM TRAVEL BY COUNCIL MEMBERS
POLICY NO.: 000-14
EFFECTIVE DATE: September 26, 1972

BACKGROUND:

The Sister City program originated in 1958 as a result of a request of President Eisenhower for cities to participate as part of his program on international relations for the purpose of aiding in the development of mutual understanding between cities of free countries. One facet of the program was furthering economic and cultural cooperation and interchange between the participating entities. The City of San Diego established its first Sister City relationship with Yokohama, Japan, on March 11, 1958, to achieve the above-stated objective through the sponsorship of cultural exchanges and goodwill visits. Since that date, at the recommendation and with concurrence of the International Affairs Board, The City of San Diego has established additional sister City ties with the cities of Leon in the Republic of Mexico on July 29, 1969, and Cavite City in the Philippine Islands on September 11, 1969, to provide a continuing program of international municipal interchange which will be mutually beneficial to good relations and understanding.

PURPOSE:

It is the intention of the City Council to provide by this policy a set of uniform guidelines to govern travel by Council members in furthering the objectives of the Sister City program of The City of San Diego and to establish procedures for processing authorization to travel and reimbursement of expenses incurred therein.

POLICY:

1. It is the policy of The City of San Diego that all travel in connection with the Sister City program shall be in furtherance of the stated objectives of said program as set forth in the Council actions establishing the Sister City relationships.
2. Authorization of Sister City travel and appropriation of sufficient funds to cover the authorized trips shall be accomplished as part of the annual budgetary process and shall be included in the annual travel program. Justification for travel should contain specific objectives to be achieved by the requested trip.
3. The Council shall have the discretion, upon approval of said Sister City travel, to determine an appropriate number of days to be allocated to the requested trip and shall appropriate funds sufficient to cover first class round-trip travel costs to the designated Sister City for the Council member, plus a reasonable per diem allowance to defray expenses during the official visit.
4. The Council shall select from among its members those persons who shall be authorized to

CP-000-14

CITY OF SAN DIEGO, CALIFORNIA
COUNCIL POLICY

CURRENT

perform Sister City travel. The procedure for selection shall be determined by the Council and designation of specific representatives shall be made during budget sessions, giving consideration to seniority, availability, and other criteria as established from time to time by the Council.

5. In the event the Council member selected desires to take additional vacation and perform further travel in conjunction with a Sister City trip, authorization for such absence shall be effected by separate formal resolution of the Council. No funds shall be appropriated nor shall any expenses be incurred or reimbursed by The City of San Diego for such additional travel by any Council member.

HISTORY:

Adopted by Resolution R-206597 09/26/1972

NEW AND OLD BUSINESS (continued)

Review of 2001 City Council/Redevelopment Agency meeting dates and possible rescheduling of dates conflicting with holidays and/or other events.

MOTION: Following a brief discussion, Councilwoman Kappe moved the City Council approve the following alternate City Council meeting dates for the 2001 calendar:

Tuesday,	January 9, 2001	in lieu of	January 11;
Wednesday,	March 7, 2001	in lieu of	March 8;
Monday,	July 23, 2001	in lieu of	July 26;
Monday,	September 10, 2001	in lieu of	September 13; and
Tuesday,	November 20, 2001	in lieu of	November 22.

The motion was seconded by Councilman Barrows and carried unanimously.

Consideration of a Policy for Sister Cities

Assistant to the City Manager Matsumoto provided the following for Council consideration: background information regarding Cerritos' Sister City relationships; an analysis of survey information with regard to Sister City programs in area communities, including selection criteria and travel policy; and the recommended application procedure for Sister City recognition in Cerritos. At the request of the Council, the City Manager addressed the City's prior involvement with the Sister Cities International Program.

Interested parties were invited to address the City Council on this item.

Jim Weisenberger, Cerritos resident, provided background information regarding the development of Cerritos' Sister City relationship with Loreto, Baja California, Mexico, in association with the Friends of Loreto Foundation. He addressed the Foundation's charter provisions, membership composition and scope of work. Mr. Weisenberger suggested elements to be considered in developing a Sister City policy and expressed a willingness to assist interested groups with the application procedure for Sister City recognition.

There were no other speakers and the public comments segment was closed.

Discussion followed regarding the feasibility of implementing a Sister City program, including elements relating to travel costs; a limitation on the number of Sister City relationships; and Sister City recognition through community organizations.

***Final Action - Sister Cities Policy** - **MOTION:** Councilman Barrows moved to direct staff to draft and bring back to the City Council a Sister City program policy. The motion was seconded by Councilwoman Kappe and carried unanimously.

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****Application procedure motion on the following page**

Attachment 2

NEW AND OLD BUSINESS (continued)

MOTION: Mayor Hughlett moved to adopt the application procedure for Sister City recognition with the City of Cerritos as presented and recommended in the staff report dated August 21, 2000. The motion was seconded by Councilwoman Kappe and carried by the following vote:

AYES:	Councilmembers:	Hu, Kappe, Hughlett
NOES:	Councilmembers:	Barrows, Bowlen
ABSENT:	Councilmembers:	None
ABSTAIN:	Councilmembers:	None

Councilman Barrows and Mayor Pro Tem Bowlen expressed a preference to postpone approval of the application procedures pending adoption of a Sister City program policy.

CITY COUNCIL COMMUNICATIONS/COMMITTEE REPORTS

The Chair suggested a meeting of the City Council School District Liaison and ABC Unified School District Board Committees.

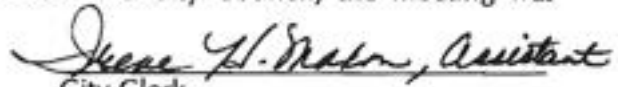
Councilman Barrows addressed increased incidences of graffiti and suggested staff provide, as a future agenda item, an update on the Rose Street improvement project bid process. Staff provided clarification with respect to the compilation of graffiti removal statistics.

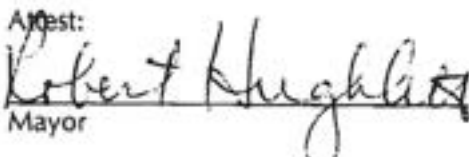
CONSENSUS: Following discussion, it was the consensus of the Council to identify graffiti removal as a future agenda item.

Councilman Barrows referenced San Diego's City Council Policy Manual and suggested staff provide a similar compilation of City Council policies. It was suggested that a study session be held to evaluate the potential scope of a Council policy compilation project.

ADJOURNMENT

There being no further business to come before the City Council, the meeting was adjourned at 11:00 p.m.


City Clerk

Attest:

Mayor

Approved: September 14, 2000

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APPLICATION PROCEDURE FOR SISTER CITY RECOGNITION WITH THE CITY OF CERRITOS

A Cerritos based community organization may apply to the City of Cerritos to establish a Sister City relationship if the following conditions are met:

1. A letter of request is submitted to the City Council which defines its relationship to the proposed Sister City and outlines its goals and objectives in this relationship. The goals and objectives should include the following:
 - To develop community partnerships between U.S. cities, counties, states and similar jurisdictions in other nations;
 - To create opportunities for city officials and citizens to experience and explore other cultures through long-term community partnerships;
 - To create an atmosphere in which economic and community development will be implemented and strengthened;
 - To stimulate environments through which communities will creatively learn, work and solve problems together through reciprocal cultural, educational, municipal, business, professional, and technical exchanges and projects; and
 - To collaborate with organizations in the United States and other cities that have similar goals.
2. A reciprocal Letter of Intent from the proposed Sister City should accompany the application outlining their organization and proposed goals and objectives.
3. The local sponsoring organization will file within 120 days as a non-profit organization and obtain a tax exempt 501(c)(3) status. The Charter of the non-profit organization should be specific to the Sister City Goals and Objectives. The organization should be organized and based within the City of Cerritos.
4. A membership list of all officers and members of the Cerritos based community organization shall be submitted to the City. The membership must be open to all community members and consist of a majority (51%) of Cerritos residents in compliance with established policy.

In the event that a community group is not a formally established association or organization, then the City Council may accept a Letter of Intent from the sponsoring individual(s) which stipulates that it can fulfill the obligations set forth above within 120 days.

The City Council will review and approve each application for Sister City recognition.