



Memorandum

TO: COMMUNITY AND ECONOMIC
DEVELOPMENT COMMITTEE

FROM: Paul Krutko

SUBJECT: SISTER CITY GUIDELINES

DATE: April 4, 2008

COUNCIL DISTRICT: CITYWIDE

RECOMMENDATION:

1. Acceptance of Staff's report on efforts to enhance the Sister City program.
2. Approval of the Sister City Guidelines

OUTCOME

By adopting the Sister City Guidelines, Council will establish a defined policy framework for the City's involvement with the Sister Cities program.

The City's International Economic Strategy is aligned with the City's Economic Development Strategy to "Forge Connections with Innovative Regions Globally for Mutual Economic Benefit."

BACKGROUND

On October 23, 2007, the Council approved several recommendations to expand International City/Regional Partnerships. The Council approved staff recommendations to:

- (1) Pursue a select number of new relationships with international city-regions as appropriate for mutual economic benefit, taking the form of either informal working relationships or formal Economic Partnership Agreements.
- (2) Seek opportunities to strengthen economic and professional linkages with existing sister cities that are also high-tech centers, where applicable.
- (3) Authorize staff to participate, when appropriate, with the Bay Area Council's 2007 memorandum of cooperation with the Shanghai-Hong Kong Council for the Promotion and Development of Yangtze.
- (4) Acknowledge and encourage businesses, civic organizations, schools and residents to initiate and maintain global relationships with peers and partners around the world.

- (5) Create a Citywide account at mid-year to fund travel-related expenses for the mayor or councilmember to participate in an official sister city delegation or Economic Development mission, and to pay expenses associated with hosting official sister city delegations or other high-level international visitors.

The Council deferred recommendation to "reaffirm Sister City affiliation guidelines adopted in 1992 and to amend the Guidelines with a requirement that a new Sister City affiliation be approved only after that city has been established as an Economic Partnership City and tangible results can be demonstrated."

Council directed staff to:

- (1) Pursue international business and economic development partnerships.
- (2) Consult with Dennis King and Pacific Neighbors to explore opportunities of oversight and/or management of existing Sister City relationships and return to Council with recommendations before the end of the year.
- (3) Add the Sister City Program to the Mayor's List of Committee Assignments; assign a Mayoral or Council office liaison.
- (4) Explore the possibility of eliminating the "One Sister City One Nation" requirement.
- (5) Report back to the Council regarding the extent the City and its partners are effectively leveraging volunteer and community support in the Sister City Program.
- (6) Post information about the Sister City Program on the website.

ANALYSIS

Stakeholder Outreach

Council directed staff to consult with Dennis King and Pacific Neighbors (see item 2 above). Staff, in consultation with the Mayor's Office, decided to invest time and reach out to the range of stakeholders involved and interested in the Sister City Program, including Dennis King and Pacific Neighbors. To address the Council directives and help identify potential revisions to Sister City Guidelines, staff conducted outreach to sister city stakeholders, including sister city program committee leaders, Pacific Neighbors and community leaders who have expressed interest in sister city and other international linkages.

A Sister City Stakeholder Questionnaire (See Attachment B) was developed to solicit information about each sister city program committee and the activities organized by the

committee to foster the sister city relationship. The Questionnaire also solicited opinions about guidelines for new sister city affiliations and City support for the Sister City program.

The following sister city committees or community organizations completed the Sister City Stakeholder Questionnaire and met with the Office of Economic Development to discuss their answers (See Attachment C):

- San Jose Dublin Sister City Program
- San Jose Ekaterinburg Sister City Program with San Jose State University International and Extended Studies
- San Jose Pune Sister City Organization
- San Jose Tainan Sister City Committee
- Friends of Taiwan
- Japantown Business Association
- San Jose Silicon Valley Chamber of Commerce

Members of the community seeking to advance relations in China and Egypt also participated in meetings with OED, as did several individuals that were members of the Okayama Sister City Host Committee organized by OED to plan the Okayama delegation's visit to San Jose in April 2007.

A representative of the Mayor's Office reviewed the Questionnaire and participated in each meeting with stakeholders to discuss their responses.

Pacific Neighbors and representatives of Okayama, San Jose (Costa Rica) and Veracruz sister city affiliations operating under Pacific Neighbors declined to complete the Stakeholder Questionnaire and discuss their answers with OED. A meeting was held with the OED leadership and Pacific Neighbors.

Sister City Guidelines

The national Sister Cities program was established in 1956 following a White House Conference led by President Dwight Eisenhower. San Jose was among the first cities to join the Sister Cities program and established a Sister City affiliation with Okayama, Japan in 1957. Sister City relationships were later formed with San Jose, Costa Rica (1961); Veracruz, Mexico (1975); Tainan, Taiwan (1977); Dublin, Ireland (1986); Pune, India (1992); and Ekaterinburg, Russia (1992).

Because Sister City affiliations involve official City recognition and participation, the City reviews, evaluates and approves proposed Sister City affiliations. Following an extensive review process, the Council formally votes on a proposed Sister City affiliation. Upon formal approval by both cities, a formal agreement is signed by the mayors of both cities. In a practical sense, there is an expectation of financial and staff commitment of the participating city (and/or a related civic entity) to tend and develop the relationship, along with active community leaders.

The proposed Sister City Guidelines, which are included in this report, provide the criteria for selection and the proposal process for new sister city affiliations. The proposed Guidelines now also specify the criteria for Sister City Program Committees to receive City recognition and be eligible for grant funds. The Guidelines also specify the process for the City to terminate an inactive Sister City affiliation that lacks community support for an extended period of years, should this situation ever occur. There are no plans to terminate a Sister City affiliation at this time, but the Guidelines include the suggested framework by Sister Cities International to terminate inactive affiliations.

Several changes are proposed to the Sister City Guidelines governing new sister city affiliations last updated in 1992.

First, as a result of community outreach with several sister city stakeholders, *there is no longer a recommendation that a new sister city must first be an Economic Development Partnership City.*

Second, the proposed Guidelines *allow a new Sister City affiliation to be established with an international city that has an existing U.S. Sister City affiliation.* This change incorporates the current policy of Sister Cities International, the U.S. organization that recognizes Sister City affiliations between U.S. and international cities. Sister Cities International, however, requires a Cooperative Agreement when a U.S. city establishes a new Sister City affiliation with an international city that has one or more existing U.S. Sister City affiliations. Thus, a U.S. city can veto another American city from entering into a new Sister City relationship with their international Sister City.

While the Guidelines would permit San Jose to establish a sister city affiliation with an international city with one or more sister city affiliations with U.S. cities, staff believes that a Sister City relationship has greater potential for long-term success if a prospective city has no U.S. sister city relationships, as resources and community support would have fewer constraints. A new Sister City affiliation with an international city that has one or more existing U.S. Sister City affiliations should be pursued on only a rare occasion.

The proposed Sister City Guidelines includes *criteria for a Sister City Committee to be recognized by the City and be eligible for City financial assistance.* Adherence to these requirements will allow each Sister City program committee to access City assistance in a consistent, transparent manner. For any volunteer organization, including a Sister City Committee, establishing and maintaining an adequate number of committee members are critical to its long-term success. While there was no uniform agreement among the stakeholder outreach participants about the minimum number of committee members to maintain an active sister city program, it was uniformly agreed that extensive community participation is essential and no program could function reasonably and effectively without at least five core members.

To keep the Council informed about the Sister Cities program, the proposed Guidelines ensure that *Council will receive an annual report on the status of each Sister City affiliation* and the programs and activities organized by the Sister City Committee.

As in the past, any new formal city-to-city relationships will require Council approval. The proposed Guidelines clarify that the ability of Council to engage in additional Sister City affiliations will depend partially on the availability of City resources, staff and financial, to develop and maintain a successful city-to-city relationship. Staff believes that Council should be cautious about committing to staff and resource new formal Sister City relationships until the budget situation improves and allows for additional staffing.

Opportunities and Challenges of Oversight/Management of Existing Sister City Relationships

Through OED, the City enters into grant agreements with sister city organizations to reimburse committees for eligible activity expenses. Funding levels in FY 2007-08 were \$2,500 per sister city committee. Funds are allocated by OED from its operating budget. Through FY 2004-05, grant funds were disbursed to sister city organizations up front with the expectation that funds not spent on eligible activities would be returned to the City. Beginning in FY 2005-06, the grant agreements were changed to City reimbursement of eligible expenses, with guidance from the City Attorney's Office.

The Okayama, Japan; San Jose, Costa Rica; Veracruz, Mexico; and Tainan, Taiwan Sister City programs are part of Pacific Neighbors Inc., a non-profit corporation of the State of California. The City of San Jose has had grant agreements in place with Pacific Neighbors for many years. However, Pacific Neighbors has not accessed the City grant funds by submitting reimbursable expenses since FY 2003-04. Pacific Neighbors has not maintained consistent non-profit status with the State of California or provided the City with documentation required under terms of the agreement. For these reasons, the City did not execute a grant agreement with Pacific Neighbors for FY 2007-08. All Sister City grant agreements require the contracting organization to provide the City with documentation, including a roster of members, officers, an annual work plan, and notification of committee meetings.

The San Jose Pune Sister City Program is now a non-profit corporation of the State of California. The Pune Sister City committee was part of Pacific Neighbors from 1992 to 2006, when the committee established their non-profit corporate status with the State. Twelve Pune Committee members sent a letter to the City in 2006 stating their intention to become independent from Pacific Neighbors and become an independent non-profit corporation. The City established a grant agreement with the San Jose Pune Sister City Program initially in FY 2006-07 after the organization met the state incorporation requirements. The City established a grant agreement in the amount of \$2,500 with the San Jose Pune Sister City Program for FY 2007-08. The Committee accessed the full city funding in FY 2006-07 and has received partial reimbursement to date for FY 2007-08. The City grant funds have aided the Committee's

engagement with Pune schools and community organizations. The San Jose Pune Sister City Program expressed their intention to maintain their independent non-profit corporation status.

In March 2007, the Pune Sister City Committee (which was operating under the Pacific Neighbors umbrella until December 2006) submitted a request for reimbursement directly to the City (allowable under the City's agreement with Pacific Neighbors) for activities that occurred in FY 2005-06. City staff provided this reimbursement check (in the name of Pacific Neighbors) the following month.

The San Jose Dublin Sister City Organization is a non-profit corporation of the State of California and has been an independent Sister City organization since the San Jose Dublin Sister City affiliation was established in 1986. The San Jose Dublin Sister City Organization has collaborated with other Sister City committees on community activities, but expressed their intention to maintain their independent non-profit corporation status. The City provides an annual grant agreement to the San Jose Dublin Sister City Organization to reimburse the committee for expenses to plan and operate sister city programs. The grant for FY 2007-08 is \$2,500, which helped to offset the committee's expenses for the annual Irish Week activities.

The Ekaterinburg, Russia Sister City Program was a non-profit corporation of the State of California for several years following the 1992 Sister City affiliation. The Ekaterinburg program became inactive a decade ago and the organization's non-profit status with the State was apparently lost. The Ekaterinburg program has been revitalized in the last two years under the leadership of officials at San Jose State University's International and Extended Studies Program. Because the Ekaterinburg Sister City program does not have independent status with the State of California, the City does not have a grant agreement in place for FY 2007-08. The Office of Economic Development, however, has aided the sister city program by hosting events for visiting Ekaterinburg business delegations that have been hosted by San Jose State University. The University will enhance their leadership role in the Ekaterinburg program this summer when the University organizes a sister city trip to Ekaterinburg that will broaden ties with the city, universities and business community.

Leveraging Volunteer and Community Support in the Sister City Program

The level of local community involvement and activities is strong for the Dublin and Pune Sister City affiliations as evidenced by reimbursable activity expenditures and filed documentation of activities and members. Those Sister City committees are very effective in leveraging community support and gain new members and/or financial support for the sister city programs. The proposed criteria for City recognition for a Sister City committee would require a minimum of eight active members.

Increasing community involvement and support of the Sister Cities program is an important objective. To help increase community participation for the 50th anniversary of the Sister City affiliation with Okayama and the official delegation visit in April 2007, staff organized a host

committee to help plan and organize several events. Numerous organizations and businesses contributed to the efforts, with key contributions from San Jose State University, Japantown Business Association, Japanese American Chamber of Commerce, San Jose Silicon Valley Chamber of Commerce, and the San Jose Youth Symphony.

Eliminating One Sister City One Nation Requirement

The proposed Sister City Guidelines incorporates the current Sister Cities International affiliation policy which permits a new Sister City affiliation with an international city that has an existing U.S. Sister City relationship. Sister Cities International, however, requires that a Cooperative Agreement be reached between all cities engaged in the Sister City relationship. Thus, a U.S. city has the authority to veto a U.S. city from establishing a Sister City relationship with their international Sister City. No Cooperative Agreement is required if the prospective Sister City involves a city in Taiwan and the People's Republic of China.

Sister City Program Information on the City's Website

Information about the Sister Cities program has been a key feature of the Office of Economic Development website since 2003. The Sister Cities website includes information and photographs about the program, Sister City delegation visits, projects in the community and a link to the Sister City Program Committees that maintain a website. The Sister Cities feature historically has had among the highest number of views on the OED website. There were over 7,000 visits last year to OED's Sister Cities webpage.

Information about key Sister Cities programs, including visits by official delegations is featured on the City's website. Office of Economic Development staff has met with the City Manager's Office staff responsible for maintaining the City's website to discuss initiatives to enhance the Sister Cities Program visibility on the City's primary webpage. The Sister Cities Program will have a more prominent feature on the primary website. For example, information about the Dublin Sister City delegation's recent visit was featured on the City's primary webpage.

Mayor or Council Office Liaison to Sister City Program

The Mayor's Office worked with staff in preparing the Sister City Stakeholder Questionnaire and participated in 10 individual meetings that were held with sister city committee representatives and community members. Council offices participated in a limited number of meetings. Mayor and Council offices will continue their involvement with the sister cities program as needed.

The Council Community and Economic Development Committee will receive an annual report on the status of the sister cities program and the sister city affiliations.

PUBLIC OUTREACH/INTEREST

As described earlier in this Memorandum, staff and a representative of the Mayor's Office held 10 meetings with sister city organizations and other interested stakeholders who provided input to the Sister City Stakeholder questionnaire.

A meeting was held with the OED leadership and Pacific Neighbors, but Pacific Neighbors did not provide written or verbal input on the Stakeholder Questionnaire or Sister City Guidelines. When asked afterward to review the draft Sister City Guidelines, Pacific Neighbors responded in writing that they did not agree with the guidelines.

COORDINATION

The preparation of this Memorandum has been prepared in consultation with the Office of the City Attorney and the Budget Office.

COST IMPLICATIONS

The Office of Economic Development has funds in the department's base budget for city grant agreements and international business development. Sister City travel (for Mayor or City representative) and hosting expenses will be funded through a citywide budget allocation reviewed and funded as a part of the City's regular budget process.

CEQA

Not a project.



Paul Krutko
Chief Development Officer

CITY OF SAN JOSE

SISTER CITY GUIDELINES

A Sister City is an official City relationship established with an international city to develop long-term civic and people-to-people linkages, promote global cooperation and cultural understanding, and stimulate economic development.

The relationship requires approval by the City Council, a signed formal agreement between the Mayor and the top official of the proposed sister city, and recognition by Sister Cities International, the non-profit membership organization which registers and coordinates sister city linkages between communities in the U.S. and cities worldwide.

Because a sister city relationship involves official recognition and participation by the City of San Jose, the City evaluates and approves proposed affiliations.

The following guideline governs the management of the Sister Cities program, including the criteria for selection and the proposal process in establishing a new Sister City affiliation, City recognition of a Sister City Committee, and terminating an inactive Sister City affiliation.

A. Criteria for Selection

The City of San Jose will evaluate proposals for a new Sister City affiliation and Council approval based on the following criteria:

1. Compatibility of the proposed sister city with regard to population, colleges and universities, arts and culture institutions, community organizations, economic base, and opportunities to develop economic and tourism linkages.
2. Opportunity for mutually beneficial cultural and educational exchanges and program activities between community-based organizations.
3. Demonstrated interest and commitment by a broad-based San Jose community group to develop cultural, education and community exchanges; and to raise funds to ensure long-term program support.
4. A civic or official group must also be organized in the prospective city with the intent to plan and develop ongoing sister city programs with the San Jose community group.

5. The municipal government of the proposed city must demonstrate support for establishing and developing a sister city affiliation with San Jose.
6. Establishing a new Sister City affiliation will be dependent on the availability of City staff and other public resources that will be necessary to help develop and sustain a successful city-to-city relationship.
7. Recognizing that successful Sister City relationships require extensive community and government support, a proposed Sister City should not have an existing relationship with another U.S. city. If the proposed city has one or more Sister City relationships with U.S. cities, it must be demonstrated that the proposed Sister City has extensive community interest to support a long-term sister city relationship with San Jose.
8. Sister Cities International requires a Cooperative Agreement when the proposed Sister City has one or more Sister City affiliations with U.S. cities. Thus, a Cooperative Agreement must be reached with the proposed Sister City, the U.S. city or cities engaged in the Sister City relationship and the City of San Jose. If a Cooperative Agreement is required to establish a new Sister City affiliation, only the Mayor or their designated representative will initiate communication with the municipal governments of cities that would be required to enter into a Cooperative Agreement with the City of San Jose.

B. Proposal Process

1. Prior to initiating or responding to a formal request for a proposed Sister City affiliation, the San Jose Sister City committee will meet with the City of San Jose to present an overview of the proposed city and program goals.
2. In cooperation with the Sister City group in the proposed Sister City, the San Jose Sister City committee will prepare and submit the following to the City of San Jose:
 - a. A detailed demographic profile of the prospective city.
 - b. Documentation of broad-based community support, with a minimum of 10 members on the organizing committee.
 - c. A preliminary program plan, outlining objectives and funding sources.

3. Following an initial review of the proposed sister city affiliation by the City of San Jose, the Sister City committee will be required to:
 - a. Develop and implement programs to promote cultural and educational exchanges between residents and community organizations of San Jose the Sister City.
 - b. Raise the necessary funds to support Sister City activities.
 - c. Develop an organizational structure that is in compliance with state and federal regulations for non-profit corporations.
4. If the proposed Sister City meets the criteria for a new Sister City affiliation and the San Jose Sister City committee is able to demonstrate success in planning and implementing sister city programs in the community and has raised funds to support on-going activities, the City administration will prepare a memorandum regarding a new Sister City affiliation for the Council's consideration.

C. City Recognition and Financial Support of Sister City Program Committees

A successful sister city program requires broad-based community support through a committee of individuals that are committed to ongoing efforts to plan and organize a wide range of programs in the community to advance San Jose's sister city relationship with a sister city. The City has provided funding on an annual basis through a grant contract to sister city program committees. The level of City funding made available to the sister city committees can vary each year based upon the City's budget. City funding is intended to supplement fund raising efforts of each sister city program committee. Each sister city program committee must meet the following requirements to receive City recognition and qualify for City grant funding.

1. Have a minimum of eight active members.
2. Provide the City with a list of active members and identify its elected officers.
3. The Sister City Committee or its non-profit oversight entity must maintain its non-profit incorporation active status with the State of California.
4. Provide the City with a brief annual work plan.
5. Provide the City with an annual report of their programs and activities for the previous fiscal year. The activities and programs of each sister city program will be included in an annual report that will be prepared for the Council.

In the event that more than one community-based organization seeks City recognition and funding for their Sister City Committee, representatives of the organizations will meet with the City of San Jose to present their plan for advancing the sister city relationship. In consultation with municipal officials of the sister city in question, the City administration will select the organization to be eligible to receive City funding to advance the sister city relationship in the community.

D. Terminating a Sister City Affiliation

While regrettable, it is sometimes necessary and prudent for a city to terminate a Sister City affiliation.

Sister City affiliations are meant to be long-standing official city linkages that involve extensive community participation beyond government. For a variety of reasons, a sister city relationship may lose community interest and support for an extended time locally and/or in the sister city. While the preferred course of action is to revitalize an inactive sister city program, there may be a time that San Jose or the sister city may opt to terminate the Sister City relationship.

If a Sister City affiliation is inactive for a period of five years or longer and there is a lack of community support for the sister city relationship to continue, the City may initiate the process to terminate the sister city affiliation with the sister city and Sister Cities International.

The Mayor or their designee will send a letter to the Mayor or lead representative of the Sister City to express the City's intent to end the Sister City affiliation. The Mayor or their designee will then notify Sister Cities International that the Sister City affiliation with the City in question has ended. Sister Cities International will decertify the Sister City affiliation.

10. Expand on any sister city-related issues that you would like to share with the City.

Name: _____

Sister City Program: _____

Date: _____

Please note that your responses may become a public record and discussed at a City Council Meeting.

**PLEASE SUBMIT THE COMPLETED QUESTIONNAIRE BY DECEMBER 4, 2007 to
joe.hedges@sanjoseca.gov**

Responses to “Questions for Sister City Stakeholder Groups” were received from:

Pat Dando, President and CEO, San Jose Silicon Valley Chamber of Commerce

Larisa Brener, Ekaterinburg Sister City Program

Suneel Kelkar, President San Jose/ Pune Sister City Organization

Kathy Sakamoto, San Jose/Okayama Sister City Organization

Marice M. Hsueh and Jina C. Mao, Tainan/San Jose Sister City Organization

Questions for Sister City Stakeholder Groups Attachment C

1. Describe your sister city committee or organization.

The Chamber has worked with the following:

- Okayama Delegation to arrange tour of San Jose/Silicon Valley, as well as assist in organizing and funding to celebrate the Sister City anniversary in San Jose
 - Dublin Delegation in numerous ways
2. Describe the most significant programs or accomplishments of your sister city committee/organization during the past two years.

N/A

3. What does your sister city committee or organization wish to accomplish with the sister city relationship?

Continue to assist the Sister City relationship in ways that will promote the social, cultural and economic exchange between cities.

4. What, if anything, does your committee or organization need from the city government to achieve your goals and objectives?

Open to discussion. I would like for the City to explain their position regarding Sister City goals and objectives.

5. How does your committee or organization involve volunteers and encourage community participation in the sister city relationship?

N/A

6. What is your committee or organization's reaction to the City staff recommendation to a) reaffirm the existing guidelines on new sister city affiliations (approved by the City Council in 1992, attached) and that b) to require that potential sister cities first enter an "Economic Partnership" with San Jose and demonstrate mutual benefit to both cities before formal consideration of sister city status?

The "Economic Partnership" is important, but so is the social and cultural aspect of the city relationship.

7. If the City Council could make one change to the City's involvement with the sister cities program, or how the program operates in San Jose, what would your committee or organization recommend?

Open – City ideas?

- Attachment C
8. To be considered as an active sister city committee eligible for City funding, city grant contracts currently require the committee to have a minimum of 10 active members. Based on your experience, what is the minimum number of active committee members that you believe is required to maintain an effective sister city program?

N/A

9. Is your sister city committee affiliated with an umbrella organization that provides services to sister city committees? If so, what is your relationship to the umbrella organization? If your sister city committee is not part of an umbrella organization, why have you chosen to operate independently?

See #3

10. Expand on any sister city-related issues that you would like to share with the City.

N/A

Name: **Pat Dando**

Sister City Program: _____

Date: _____

Please note that your responses may become a public record and discussed at a City Council Meeting.

PLEASE SUBMIT THE COMPLETED QUESTIONNAIRE BY DECEMBER 4, 2007 to
joe.hedges@sanjoseca.gov

Questions for Sister City Stakeholder Groups

1. Describe your sister city committee or organization.

It's a newly established Sister City Committee. We are trying to revitalize previously successfully existing Sister City partnership between San Jose and Ekaterinburg, Russia.

2. Describe the most significant programs or accomplishments of your sister city committee/organization during the past two years.

Sister City Committee along with SJSU and San Jose office of Economic Development hosted a group of CEO and managers of IT and Telecommunication companies, Ekaterinburg, Russia.

DVC between SJSU and Ekaterinburg Higher Education Institutions, sponsored by U.S Department of State, U.S Consulate, Ekaterinburg.

Host one student from Ekaterinburg, faculty member, Academy of Art, Ekaterinburg.

Host a group from Ekaterinburg in March.

3. What does your sister city committee or organization wish to accomplish with the sister city relationship?

Fully revitalize partnership.

Ekaterinburg is going to celebrate it's birthday (I believe it's 850) in August. Ideaaly I would like to get together a group of community members and SJSU representative to participate in celebration.

Develop outgoing joint programs between San Jose State and Elaterinburg Higher Education Institutions.

Organize Short-Study Abroad program-Tran Siberian Express.

4. What, if anything, does your committee or organization need from the city government to achieve your goals and objectives?

Full support. (help contacting Silicon Valley Businesses to get a support when the delegations come), help in making arrangements for the delegation from San Jose to travel to Russia in August.

5. How does your committee or organization involve volunteers and encourage community participation in the sister city relationship?

It's a relatively new committee and we just follow the needs of Ekaterinburg community and San Jose State university needs and interest

6. What is your committee or organization's reaction to the City staff recommendation to a) reaffirm the existing guidelines on new sister city affiliations (approved by the City Council in 1992, attached) and that b) to require that potential sister cities first enter an "Economic Partnership" with San Jose and demonstrate mutual benefit to both cities before formal consideration of sister city status?

I guess, It's fair.

7. If the City Council could make one change to the City's involvement with the sister cities program, or how the program operates in San Jose, what would your committee or organization recommend?

I think, that Sister City partnership beneficial for San Jose and it's Sister City.

8. To be considered as an active sister city committee eligible for City funding, city grant contracts currently require the committee to have a minimum of 10 active members. Based on your experience, what is the minimum number of active committee members that you believe is required to maintain an effective sister city program?

I don't know.

9. Is your sister city committee affiliated with an umbrella organization that provides services to sister city committees? If so, what is your relationship to the umbrella organization? If your sister city committee is not part of an umbrella organization, why have you chosen to operate independently?

NO

10. Expand on any sister city-related issues that you would like to share with the City.

Name: Larisa Bruner

Sister City Program: Coatsworth

Date: 12/4/2007

Please note that your responses may become a public record and discussed at a City Council Meeting.

**PLEASE SUBMIT THE COMPLETED QUESTIONNAIRE BY DECEMBER 4, 2007 to
joe.hedges@sanjoseca.gov**

Questions for Sister City Stakeholder Groups

1. Describe your sister city committee or organization.

Pune became a sister city of San Jose in 1992 and until 2006 we were part of Pacific Neighbors Inc. In Oct. 2006, we registered as a California-based not-for-profit 501(c)(3) organization independent of Pacific Neighbors. We have our own By Laws which are registered with the State of California. We have a board of directors and officers of the corporation (see attached for the current board and officers). In Nov. 2007 we have applied for the Federal Tax Exempt Status as a non-profit Organization.

Our officers receive no compensation and each board member has donated at least \$100 to get the organization off the ground.

We have already raised a few thousand dollars via donations from bay area residents and well-wishers and plan to fund all our projects and programs through our own fundraising activities.

As of June 2007, we have signed an agreement with the city of San Jose.

There is a parallel organization based in Pune which has its own charter and committee members. We implement our projects in Pune through this organization.

2. Describe the most significant programs or accomplishments of your sister city committee/organization during the past two years.

Our most current and prominent program is with a school in Pune, (called) Hutatma High School. We are providing scholarship to 30 students in this school who would otherwise have quit school and started working as domestic maids or servants. For more than a year, we have managed to keep them in school. We have also set up a pen pal program between these students and the students at St. Francis High School, Mountain View, CA, who donate \$1 each month to help this project. The students in St. Francis write to these students in Pune to encourage them to stay in school. The girls in Pune write in Marathi language which we translate into English. So far, more than 100 letters have arrived from Pune.

Tsunami Relief. In 2005, we arranged a music concert by local artists to raise money for the Tsunami victims. We raised over \$8,500 – the highest amount raised so far by nay of our fudn raising programs. This money was distributed via NGOs so that no cash was distributed but the victims received help in material to get back their life style and income earning.

We have hosted 3 different mayors of Pune over the last 10 years. They met with the then Mayor of San Jose and we have started some projects as a result of such visits.

Over the last 10 years we have held three symposiums on various high tech topics in Pune. We invited senior executives from the high tech industry in the Silicon Valley and in Pune to be our guest speakers. These events were very popular and helped raise money as well as visibility for our projects in Pune.

In the past we have implemented many projects with Pune by working with our committee as well as the Rotary Club of Pune. We helped build a park on the banks of Mutha River to preserve it from becoming an ecological disaster.

In 1999, we worked with the Mayor of Pune wherein that city donated a statue of Shivaji Maharaj – the founder of the city of Pune. The statue was presented to Mayor Gonzales. This statue was installed in Guadalupe Park and the new Mayor of Pune, Deepti Chaudhary, inaugurated it in 2002.

We have worked with various charitable organizations in Pune to help students and children in poor areas. For example, last year we provided funds to vaccinate 100 children via a Rotary Club program.

For more information about our projects visit our website at <http://www.sanjosepunesistercity.org>

3. What does your sister city committee or organization wish to accomplish with the sister city relationship?

We have been implementing many programs to develop better relations between the people of Pune and people of San Jose. (see attachment # 2)

Three different mayors of Pune have visited San Jose as part of this sister city program. We would like to get the mayor of San Jose to visit Pune with a delegation of high tech leaders to build closer cultural and business relationships between the two cities.

The city of Bremen in Germany is a sister city of Pune and has developed a very close relationship through multiple visits by various government officials. This has resulted in multi-million dollar contracts and other business agreements for various German companies. Pune is considered the second most important software city in India after Bangalore and there is a huge potential for even more business for Silicon Valley companies. We would like to work with the Office of Economic Development to take advantage of such opportunities.

4. What, if anything, does your committee or organization need from the city government to achieve your goals and objectives?

Help Promote the Sister City relationship.

We have a very good working relationship with the Office of Economic Development through Joe Hedges and get regular advice, encouragement and help. We were recently awarded a certificate for one of our programs and such

encouragement helps motivate our volunteers in the US and also those that work in Pune. It also helps us promote our programs and raise funds for future programs. Additional PR by the Mayor's office to promote the Sister city program will be very beneficial.

Review the operation of each sister city org. and Pacific Neighbors:

City Council needs to audit each sister city program on an annual basis to review progress. Find out how many and which programs each has initiated and complete and how they have funded these projects and how they have used the city funds. Reward the programs that are working and help the programs that are not working.

Help us recover the city funding (\$2500) from Pacific Neighbors.

Pacific Neighbors is holding \$3800 of San Jose Pune Sister City money and refusing to release it. This money belongs to the Pune Sister City program and not Pacific Neighbors - \$2500 of it was paid by San Jose to Pune as reimbursement for approved programs – such as the school project for which the city gave us an award! The other \$1300 was raised by Pune Sister City Org. through its fund raising efforts.

Provide more active participation in the sister city programs:

Allocate a small portion of the city council members' time to the sister city programs, say, one hour a month and review and track the programs of all the sister cities. We think the city council should get involved a little more and understand all the issues and make appropriate decisions instead of looking at it once in 5 or 10 years.

5. How does your committee or organization involve volunteers and encourage community participation in the sister city relationship?

We have displayed and promoted our programs at various places including the opening of the San Jose's new City Hall, the opening of the Guadalupe Park and other programs run by the local Indian community such as Maharashtra Mandal. We have also been able to attract all our volunteers via such promotions and raise funds.

We work with the local media including San Jose Mercury News and other Indian newspapers such as India West and issue press releases regarding our programs, projects and events such as the visits by Pune mayors and the inauguration of the Statue of Shivaji Maharaj in Guadalupe Park.

We have also met with the professors at San Jose State University to encourage them to have a recruiting session in Pune for graduate students.

The office of economic development had arranged meetings where we invited leaders in the high tech industry who had offices in Pune. These meetings allowed us to recruit

senior managers in high tech to be guest speakers at our Technical Seminars in Pune where we raised money for the projects in Pune for the Pune Committee.

6. What is your committee or organization's reaction to the City staff recommendation to a) reaffirm the existing guidelines on new sister city affiliations (approved by the City Council in 1992, attached) and that b) to require that potential sister cities first enter an "Economic Partnership" with San Jose and demonstrate mutual benefit to both cities before formal consideration of sister city status?

We basically agree with this approach.

It is a good idea to develop some relationship with the proposed sister city, have the San Jose based group develop some funding and establish some credibility and then go for an official approval of the new sister city.

However, it should be noted that Business Development alone was not the original objective of the sister city program established by President Eisenhower. At the same time, we completely understand that the city does not have the resources to support additional sister city relations when the existing relations are not necessarily working (one example of not working is that most of the money allocated by the city for the last 3 years was returned and unused by most sister cities except Pune and Dublin).

Perhaps the alternative or a compromise could be to replace the wording "Economic Partnership" by "Educational, Cultural and Economic" partnership. It is up to the citizens to focus on the first two and the city (i. e. Office of Economic Development) can focus on the third.

7. If the City Council could make one change to the City's involvement with the sister cities program, or how the program operates in San Jose, what would your committee or organization recommend?

The city signs a contract with each sister city and it requires each sister city to have insurance. This insurance is normally required from all contractors who work for the city and need to have large liability insurance. However we do not have any salaried employees, we do not have any capital assets such as cars; we do not have any programs where we invite a large number of outsiders. Most of our work is done via meetings at someone's house and the rest of the work is done via emails and phone calls. We do not have anything to be covered by this insurance. This insurance has cost us \$1150 which is almost half the amount of money that the city has allocated to us! We could use this money for our programs and projects instead.

8. To be considered as an active sister city committee eligible for City funding, city grant contracts currently require the committee to have a minimum of 10 active members.

Based on your experience, what is the minimum number of active committee members that you believe is required to maintain an effective sister city program?

One or two member committees cannot effectively accomplish a lot and no sister city program should be approved with such a small participation.

We have always had more than 10 members on our committee. Our experience is that you normally end up having half that many people when you have an event. This is not because people are not supporting the projects but everyone is working and is very busy at his or her job and may not be always available.

However, we would recommend that the requirement should be a minimum of 8 members. This is because many of our volunteers do not want to be on the official committees or the board but would like to volunteer without a portfolio.

9. Is your sister city committee affiliated with an umbrella organization that provides services to sister city committees? If so, what is your relationship to the umbrella organization? If your sister city committee is not part of an umbrella organization, why have you chosen to operate independently?

In 1992 when Pune became the sister city of San Jose, we were part of Pacific Neighbors. As of last year, we have registered as an independent organization. There were many compelling reasons for our decision to separate from Pacific Neighbors:

- Over the years we have developed many programs and have attracted many people to join us. We want to be able to make quick decisions and manage our own programs and projects in a very efficient and professional manner. This was not possible to do as part of Pacific Neighbors.
- We want to develop our own database of mailing addresses and keep them informed of our programs via email campaigns.
- We want to take advantage of the web site to promote our name and our programs on a worldwide basis. Pacific Neighbors still does not have a web site and we had to go on our own.
- We want to continue to do our own fund raising activities and have that money available to us when we need it and as soon as we need it.
- We want to have complete control over our projects -we want to decide which projects to do, when and at what cost and raise the money and manage them.

None of the above was possible to do while we were part of Pacific Neighbors because:

- Pacific Neighbors does not do any mailings and does not have a large database of citizens to tap into. It does not have the people and the skills to implement such a program either. As a result the word does not go out to the community. If we have to do our own mailing and manage our fund raising activities we might as well be a separate organization.
- Two years ago, Pacific Neighbors spent so much time negotiating a contract with the city that it was too late and we lost the funding of \$2500. (We believe the issues which Pacific Neighbors was arguing about were trivial. We have

essentially signed the same agreement as an independent organization and so has the Sister City of Dublin.)

- Our projects were never supported and the funds were never transferred quickly by Pacific Neighbors. It is still holding on to \$3800 of our money and refusing to release it.
- It is extremely difficult to get hold of the officers via mail, phone or email. Some of us have sent many emails which were never replied to. In general our phone calls were never returned.
- When we attended the meetings of this organization, our items for the agenda were not scheduled in a timely manner or never scheduled for discussion and as a result our projects were never discussed nor approved and supported.
- Some of us had paid the annual membership of this organization but it was unclear what any member received in return as a benefit. We were never informed of any meetings, were never sent an agenda beforehand, were never asked for our inputs beforehand for the agenda and when we went to the meeting it was too late to discuss anything we wanted to discuss.

10. Expand on any sister city-related issues that you would like to share with the City.

The sister city program is a very valuable program. It is a program for people of one city to develop relationships with the people of another city. It does not involve any government body as such and the involvement of the mayor of the city is only for ceremonial purposes.

However, by taking active part in this program, the Mayor as well as the City Council can help the program and also benefit the taxpayers by developing business relationships between San Jose and its sister cities.

This requires a continued long term effort and needs to be sustained through hard times as well (i.e. even during a budget crunch).

We, on the Board of San Jose Pune Sister City Organization would like to be part of any endeavor that the city council wishes to embark on and will continue to support the Office of Economic Development in that respect.

Current developments in this area regarding the treatment of San Jose Pune Sister City by Pacific Neighbors are unhealthy and are very harmful for the long term success of such programs. This situation needs to be addressed very quickly before more permanent damage is done.

Name: ___Suneel Kelkar, President SJ Pune Sister City Org

Sister City Program: Pune, India

Date: November 15, 2007

Please note that your responses may become a public record and discussed at a City Council Meeting.

PLEASE SUBMIT THE COMPLETED QUESTIONNAIRE BY DECEMBER 4, 2007 to joe.hedges@sanjoseca.gov

Attachments

- San Jose Pune Sister City Organization - Board of Directors and Officers
- Brief summary of our programs and Projects

San Jose Pune Sister City Organization
Board of Directors and Officers
For the Term from Dec. 1 – June 30, 2008

Board of Directors

Vijay Pendse	Director – Fund Raising and Membership.
Sanjay Wanzkhade	Director -Corporate Fund Raising:
Shobha Vora	Director – External Relations:
Mahesh Kale	Director - Cultural Exchange and Programs:
Shri Shende	Director - Special Projects or Programs.
Snehal Patil	Director – Legal and Compliance
Suneel Kelkar	President

Officers forming the Executive Committee

Suneel Kelkar	President
Shyam Rangole	CFO/Treasurer
Ashok Kulkarni	Secretary
Nima Gujar	VP of Operations
Sameer Nigade	VP - MIS
Nilesh Dixit	VP – Communications

Advisors to the Board

Arun Medhekar

San Jose Pune Sister City
Brief summary of our programs and Projects as of
November 21, 2007

- Hosted three different Pune Mayors during their visits to San Jose. Many programs were initiated during these visits with Mayors of San Jose. Pune Mayor Vandana Chavan visited in 1997 and met with then Mayor Susan Hammer. Mayor Datta Gaikwad visited in 1999 and again in 2001. Pune Mayor Deepti Chaudhary visited in 2004. Mayor Gaikwad and Chaudhary met with then mayor Ron Gonzales.
- Worked with Pune committee to commission building a statue of Shivaji Maharaj (the great Maratha King 1630-1680). This is a gift to the people of San Jose from the people of Pune. This statue is now erected in the Guadalupe Park. This is one and only statue of Shivaji Maharaj in North America. The statue was received in San Jose in June 1999 and was installed and inaugurated in 2004.
- Raised funds for Mutha River Park project and developed in cooperation with the Rotary Club of Kothrud, Pune. This project has converted an area of about 4 acres by the river bank from an environmental disaster into a pleasant park setting made of shrubs, flowers and trees surrounded by the only jogging track in Pune. The park was completed and inaugurated in December 2004.
- Since 1996, we have arranged three symposiums on various high technology topics _in 1996, 2003 and in 2004). We invited senior executives from prominent Silicon Valley companies (Intel, HP, Siemens...) who made presentations to an audience of 150 to 250. The attendees were managers/engineers from high technology companies in and around Pune. These developed many mutual relations and also raised money for our projects in Pune.
- Arranged a music program and raised \$2500 to help the earthquake victims of Latur near Pune in Nov. 2003.
- Participated in the Sister Cities International Young Artists Program and received several entries from Pune – one of them won a prize. (June 1993).
- In 1995, we shipped \$275,000 worth of medical supplies and blood separation equipment to Pune. Using this equipment, a single unit of blood can be separated into four different components as red cells, white cells, platelets, and plasma and supply only those parts to the patient that he/she needs. This will make required blood components available to four times as many patients.
- Through our book exchange program, we shipped hundreds of books to Pune library in 1995. These included reference books such as encyclopedias and National Geographic magazine issues, children's books and books on art and crafts.

- Provided funds to many charitable organizations including:
 - Bal Kalyan which provides free medical treatment to the physically handicapped (1994)
 - Dilasa Kendra – a school for mentally handicapped. We donated a sum of \$1200 to get this school operational. (1994)
 - Kalyan Charitable Trust – 2006.
- All our programs are funded by money raised by our committee members via donations and conducting various entertainment programs in the San Jose area. The city of San Jose provides limited funding too. We strive to ensure that every dollar donated to SJ-Pune Sister City Org. goes directly to approved programs
- Set up a web site for San Jose Pune Sister City Organization (2004).
- Symposium in 2006 – to help San Jose and Pune people make business contacts, transfer knowledge and technology and build relationships with other organizations in either city.
- Vaccination program for low income class children around Pune city– work with the Rotary Club in Pune to vaccinate the poor children to avoid terrible deceases like Polio (2006).
- Participated in the Grand Opening of the Guadalupe Park where the statue of Shivaji Maharaj was installed. Presented a dance depicting the culture of Maharashtra by boys and girls of ages between 10 and 14
- Received a Blood Separation machine from a US hospital and shipped it to Sanjivani Hospital which is an NGO in Pune. It is used to separate blood parts to increase the amount of blood available. Sanjivani Hospital offers free medial help to many poor families. (1996).
- Hosted a Software Mission brought to San Hose by the Pune Mayor's Office with a delegation of Software and other high-tech companies. (May 1997).
- Hosted Vision Maharashtra in San Jose. This was a delegation of businesses and software companies brought together by the Pune Mayor's office who had a three day seminar in San Jose. (2001).
- Received 509 artificial limbs and shipped them to an NGO – Sanjivani Hospital where the doctors donate their time to custom fit these to poor kids who have suffered from Polio and cannot walk. As a result of this many kids are walking and it has changed their lives. (2003-2004).
- Participated in the celebration of the 50th anniversary of the San Jose's sister city relations in December 2006 arranged by the Fairmont Hotel. We presented a dance of Ganesh by a local Dance School with kids of ages between 10 and 15 participating.

- Tsunami Relief. In 2005, we arranged a music concert by local artists to raise money for the Tsunami victims. We raised over \$8,500.

New Programs and Ideas for future Programs

- Develop relationship with the Agricultural College in Pune for projects about "Bagayati Shetee" with the California technology companies and universities.
- Arrange student and teacher exchange and projects with the Pune University as well as other prominent colleges/high schools in Pune.
- Establish a scholarship fund for deserving but financially disadvantaged students in Pune.
- Invite prominent artists from Pune to visit San Jose.
- Hold seminars at primary education levels to exchange ideas between San Jose and Pune teachers. We also plan to invite teachers to develop a program to set up pen pals with the students in San Jose schools.
- Promote the sister city program in San Jose schools, businesses and to the citizens of San Jose.

Various Music and Entertainment Programs arranged in San Jose to
Raise Money for Pune Sister City Projects

Nov. 14, 1992 – Live Concert by Suresh Wadkar

Nov. 6, 1993 – Music Concert by Mrs. Nirmala Gogate

June 29, 1996 – Yaaden – Nostalgic Hindi Film Songs by Sur Sangam

July 27, 1996 – Live Concert by Meena Joshi

May 18, 1997 – Orchestra and music by Shirish Nimgaoinkar and Sonal Baandal

July 12, 1997 – Sur Sangam music program by Sharvari Dixit and Subhash Kulkarni

June 27, 1998 – Musical Afternoon with Mrs. Nirmala Gogate

April 8, 2004 – Classical Music Program by Mrs. Padmaja Phenani

June 5, 2004 – Mimicry and Songs by Mr. manohar Patwardhan

March 26, 2005 – Euphonia – Fusion Music Program by Local Artists – a benefit concert
for the Tsunami Victims in Indonesia

Questions for Sister City Stakeholder Groups

1. Describe your sister city committee or organization.

The Japantown Business Association participation is a part of general community involvement in the Sister City Program with the City of San Jose and Okayama, Japan. Because of the historical connection between the Japanese American and Japanese citizenry, the history of Japanese immigration to the United States and more particularly, Santa Clara Valley, the non-profit board of directors of the Japantown Business Association agreed to participation for the benefit of the business district and the legacy of the area. Participation is supported by the Executive Director of the organization.

2. Describe the most significant programs or accomplishments of your sister city committee/organization during the past two years.

Although there was participation in the Sister City program in a small way before this 2007 50th Anniversary year, it was really this anniversary that spurred involvement in coordination of activities (Welcome at City Hall, Official Welcome Dinner, seminar, Golf Tournament dinner for the business delegation, banner design coordination downtown and in Japantown, and general communication between community, Okayama, organizations and the City of San Jose.

3. What does your sister city committee or organization wish to accomplish with the sister city relationship?

To maintain communication and exchange with the City of San Jose and City of Okayama Sister City relationship, participate in activities, foster goodwill and further exchange of ideas, facilitate communication and growth of the program.

4. What, if anything, does your committee or organization need from the city government to achieve your goals and objectives?

The City of San Jose can aid the relationship by fostering government, educational, arts, cultural and business exchanges on an annual basis for the two cities and communities. The City of San Jose can assist in providing meeting spaces, regular government communications between the cities and distributing that information to the communities and organizations involved in San Jose.

The City of San Jose can also provide a small amount of funding on an annual basis to help support the program. Japan has put forward a great amount of effort in San Jose, including monies that have contributed toward public parks and monuments to honor the Sister City relationship. It would be nice to return the efforts in kind.

5. How does your committee or organization involve volunteers and encourage community participation in the sister city relationship?

The Executive Director networks with Pacific Neighbors, the Japantown Community Congress of San Jose, local neighborhood associations, businesses and chambers of commerce to encourage and educate concerning the Sister City relationship and its changes, growth and possibilities.

6. What is your committee or organization's reaction to the City staff recommendation to a) reaffirm the existing guidelines on new sister city affiliations (approved by the City Council in 1992, attached) and that b) to require that potential sister cities first enter an "Economic Partnership" with San José and demonstrate mutual benefit to both cities before formal consideration of sister city status?

Mutual benefit can be seen in goodwill and understanding of cultures which can lead to Economic Benefit. It is the thought of the Executive Director of the organization that the primary philosophy of the program must be that the understanding and exchange should be the standard of communication rather than the thought of economic benefit in a Sister City relationship. San Jose's economy has changed drastically from the time of the founding of the relationship, as has Okayama's. Some sisters are very much like one another. Some are very different. They are still sisters in the same family.

7. If the City Council could make one change to the City's involvement with the sister cities program, or how the program operates in San Jose, what would your committee or organization recommend?

That all City Council and the Mayor take note of the cultures and differences of the countries and cities involved in the Sister City programs and create a Sister City pamphlet with history, current programs etc for public distribution. This might be done with the help of staffing in appropriate city departments – or convention and visitors organizations and published by the City of San Jose.

8. To be considered as an active sister city committee eligible for City funding, city grant contracts currently require the committee to have a minimum of 10 active members. Based on your experience, what is the minimum number of active committee members that you believe is required to maintain an effective sister city program?

For the 50th Anniversary of Sj/Okayama we had input from many organizations came together but there was 1 main City employee and a network of many others, all from separate organizations and all active participants. I think diversity in the Sister City committee for each city is key to a strong program (arts, business, commerce, education, sports, etc).

9. Is your sister city committee affiliated with an umbrella organization that provides services to sister city committees? If so, what is your relationship to the umbrella organization? If your sister city committee is not part of an umbrella organization, why have you chosen to operate independently?

The Japantown Business Association was approached in the past 5 years by the City of San Jose Office of Economic Development. The Pacific Neighbors organization seemed to have established parameters in which they operated. The Business Association gave great credence to Sister City efforts when it was known that the City of San Jose OED was involved and supportive as was the City Council and the Mayor's office.

10. Expand on any sister city-related issues that you would like to share with the City.

Re: San Jose/Okayama Sister City program

It is well known in Japanese culture that the individual integrity of the leader is paramount to the relationships, understandings and belief systems of the people they govern. Traditions of making sure that one's own words are backed up by one's presence are at the core of the culture. A leader is one that takes that mission unto him/herself.

For this reason, I believe that it is essential for the Mayor to make a personal trip to honor the 50th Anniversary relationship of San Jose & Okayama Cities. If no one else but the Mayor arrived in Okayama to spend even one evening with them, they would be overjoyed and understand the challenges of all the others to making the trip.

The Japanese government and representatives will understand best if the leaders can come to understandings between themselves. The other cities in Japan will note the absence of a leader from an important event in the relationships between the two countries if (10th largest city in the USA) and will equally notice if this relationship is honored.

Name: _____ Kathy Sakamoto _____

Sister City Program: _____ San Jose/Okayama City _____

Date: _____ December 4, 2007

Please note that your responses may become a public record and discussed at a City Council Meeting.

**PLEASE SUBMIT THE COMPLETED QUESTIONNAIRE BY DECEMBER 4, 2007 to
joe.hedges@sanjoseca.gov**

Questions for Sister City Stakeholder Groups

1. Describe your sister city committee or organization.

Most members of the Tainan-San Jose City Sister-City Committee (TSJCSC) are active members of the Taiwanese American Federation- Northern California (TAF-NC), many with advanced degrees in various high-tech fields, including bio-medical, computer/network engineering, software engineering, satellite systems engineering, etc. Most TSJCSC members have full-hearted passions towards the promotion for cultural and educational, as well as economic, exchanges between Tainan and San Jose.

2. Describe the most significant programs or accomplishments of your sister city committee/organization during the past two years.

The TSJCSC committee accomplished the following significant programs in the past two years:

- a) Organized 2 visits to Tainan City Government Officials in preparation for the 30th anniversary celebration of sister-city relationship between Tainan and San Jose City: once in Nov. 2006 and again in March 2007.
- b) Participated in 2005/2006 annual SJC's Veterans' Day Parades.
- c) Participated in the 2005 summer Taiwanese C. American Athletes Tournament (TCAAT) held at SJ City College
- d) Participated in the annual SJC Multi-culture Mixer events at the SJ Museum, Oct. '06 & '07.
- e) Supported annual San Francisco Bay Area Taiwanese American Chamber of Commerce (SFBATAACC) fund-raising events.
- f) Supported annual Northern California Taiwanese American Cultural Festivals.

3. What does your sister city committee or organization wish to accomplish with the sister city relationship?

The TSJCSC committee would like to actively promote the economic, cultural and educational exchanges to enhance the sister city relationship between Tainan and San Jose City in the following fields:

- Bio-technology, Bio-medical, nanotechnology
- Green/renewable energy
- Hi-Tech, including semi-conductors, computers, SW, networking, flat-panel displays, etc,
- Summer students exchanges
- Etc.

4. What, if anything, does your committee or organization need from the city government to achieve your goals and objectives?

We need SJC government's active supports in needed resources, e.g. communication contacts, facilities and funds, for the activities that we'll initiate and concurred with SJC. We'll also fully support those programs initiated by SJC government benefiting the sister city relationship.

5. How does your committee or organization involve volunteers and encourage community participation in the sister city relationship?

The TSJCSC committee has actively participated in many ethnic organizations, e.g. Taiwanese American Volunteers, activities, such as fund raising, cultural exchanges, holiday celebration, homeless assistance programs, etc. For the recent 30th anniversary celebration of sister-city between

and Tainan, we invited many local organizations to participate including: SFBATCC (SF Bay Area Taiwanese Chamber of Commerce), TAITA (Taiwanese American Industrial Trade Asso), NATEA (N. America Taiwanese Engineers' Asso), TAC (Taiwan-America Center). We'll continue our partnership with these organizations and encourage other volunteers to join us for the good causes.

6. What is your committee or organization's reaction to the City staff recommendation to a) reaffirm the existing guidelines on new sister city affiliations (approved by the City Council in 1992, attached) and that b) to require that potential sister cities first enter an "Economic Partnership" with San Jose and demonstrate mutual benefit to both cities before formal consideration of sister city status?

- a) Fully supportive.
- b) Support the concept of "Economic Partnership" between potential sister cities, but feel that it should be a desirable merit rather than a requirement.

7. If the City Council could make one change to the City's involvement with the sister cities program, or how the program operates in San Jose, what would your committee or organization recommend?

Provide active resource supports for promoting diversity in multi-sister-cities programs.

8. To be considered as an active sister city committee eligible for City funding, city grant contracts currently require the committee to have a minimum of 10 active members. Based on your experience, what is the minimum number of active committee members that you believe is required to maintain an effective sister city program?

We feel that 10 active members as a minimum, but 15 members would be stronger, more resourceful and productive.

9. Is your sister city committee affiliated with an umbrella organization that provides services to sister city committees? If so, what is your relationship to the umbrella organization? If your sister city committee is not part of an umbrella organization, why have you chosen to operate independently?

Yes, we are a part of the Pacific Neighborhood Inc. (PNI) which provides some programmatic and logistic supports to our programs.

10. Expand on any sister city-related issues that you would like to share with the City.

Each Sister City Program should be supported by SJC government with certain level of financial flexibility and accountability within the PNI umbrella accounts.

Name: Marice M. Hsueh / Jina C. Mao

Sister City Program: Tainan-San Jose City Sister-City Program

Date: Jan. 6, 2008

Please note that your responses may become a public record and discussed at a City Council Meeting.

PLEASE SUBMIT THE COMPLETED QUESTIONNAIRE BY DECEMBER 4, 2007 to joe.hedges@sanjoseca.gov