

CITY OF TALLAHASSEE

CITY COMMISSION AGENDA ITEM

ACTION REQUESTED ON:	July 6, 2011
SUBJECT/TITLE:	Revised International and Sister Cities Policy
TARGET ISSUE:	Economic Development

STATEMENT OF ISSUE

In March 2001, the City Commission adopted *City Commission Policy 142 – International and Sister City Relationships*, which established formal guidelines for the selection and recognition of sister city and other international relationships with the City of Tallahassee. The sunset provision within Policy 142 provided that the policy would be repealed three years after its adoption unless reauthorized by the City Commission. Accordingly, this policy sunset in March 2004 without Commission re-authorization and the Sister Cities programs have been operating without the foundation of a valid policy.

The purpose of this item is to provide an update on the status of the Sister Cities programs and to authorize a revised version of the International and Sister City Relationships Policy so that current and future relationships are appropriately approved and governed.


RECOMMENDED ACTION

Option 1: Approve the revised City Commission Policy 142 – International and Sister City Policy.

FISCAL IMPACT

N/A.


Rick Minor
Chief of Staff, Office of the Mayor


John R. Marks, III
Mayor, City of Tallahassee

For more information, please contact: Rick Minor, 891-8002

ITEM TITLE: Revised International and Sister Cities Policy

SUPPLEMENTAL MATERIAL/ISSUE ANALYSIS

HISTORY/FACTS & ISSUES

The purpose of the International and Sister City Relationships Policy is to promote activities and exchanges that increase international trade, economic and community development, and to promote cultural and educational opportunities. Tallahassee currently has five (5) Sister City relationships:

Current City of Tallahassee Sister Cities and Date Established
(as of July 6, 2011)

Sister City	Date Established
Krasnodar, Russia	Approximately 1984. No specific signing date recorded through Sister Cities International.
Sligo, Ireland	June 1995
St. Maarten, Netherlands Antilles	September 1999
Ramat-Hasharon, Israel	March 2006
Konongo-Odumasi, Ghana	June 2008

In March 2001, the City Commission adopted *City Commission Policy 142 – International and Sister City Relationships*, which established formal guidelines for the selection and recognition of Sister City and other international relationships with the City of Tallahassee. The sunset provision within Policy 142 provided that the policy would be repealed three years after its adoption unless reauthorized by the City Commission. Accordingly, this policy sunset in March 2004 without Commission re-authorization and the Sister Cities programs have been operating without the foundation of a valid policy.

On November 25, 2008, the Mayor’s Office staff presented to the City Commission a proposal to re-authorize the International and Sister City Relationships Policy. In addition, the Mayor’s Office requested some revisions that would accurately reflect the current operation of Sister City committees, as well as to provide stronger guidance for future Sister City and other international relationships. Those revisions included:

- Deleting all reference to the International Affairs Committee, as it has been dissolved.
- Inserting language to distinguish between inactive and active Sister City relationships.
- Deleting language providing that each department maintains funding for the programs in their annual budget for in-kind expenses.
- Deleting language providing a Sister City Committee can submit funding requests to the City Commission.
- Changing the sunset provision so that this policy will remain effective until amended or repealed by the City Commission.

According to the minutes from the November 25, 2008 meeting, the City Commission chose to defer the agenda item and raised several points for a subsequent discussion. The Mayor's Office staff has addressed each of these points via the responses below:

a) The City Commission requested more information on each of the current relationship programs.

RESPONSE: The Mayor's Office has received status reports from the Tallahassee-Krasnodar and Tallahassee-Sligo Sister City Committees and a collection of news articles and other materials from the Tallahassee-St. Maarten Sister City Committee. It has provided these documents as attachments.

In the newly revised proposal for Policy 142, Sister City Committees will be required to submit an annual report that demonstrates active citizen participation, provides a current list of committee board members, and declares valid non-profit status. Sister City Committees that do not provide an annual report will be designated as inactive by the Mayor's Office.

The Mayor's Office is determining whether active citizens' groups still exist for the Ramat-Hasharon and Konongo-Odumasi Sister City Committees. Committees which no longer exist or have not provided status reports by August 31st, 2011 will be designated as inactive.

b) The City Commission asked what can be done to make the Sister Cities programs more viable.

RESPONSE: While the City of Tallahassee (and specifically the Mayor's Office) may facilitate the development and maintenance of Sister City relationships, the responsibility of maintaining the Sister City relationship between two cities is primarily that of the citizen-led Sister City Committees.

The newly revised Policy 142, if adopted by the City Commission, will reduce the opportunities for Sister City Committees to obtain City funding for the development and maintenance of Sister Cities relationships. Therefore it will be even more important for these citizen-led committees to obtain funding from private sources.

To assist the Sister City Committees, the Mayor's Office plans to coordinate a meeting of all of Tallahassee's Sister Cities Committees to discuss ways to sustain and enhance their activities.

- c) **The City Commission expressed a desire to limit the City's expenditures for the Sister City programs.**

RESPONSE: In consideration of the current economic climate, the Mayor's Office recommends that no funding be allocated to the City's budget for Sister Cities programs. Under the newly revised Policy 142, Sister Cities committees are no longer permitted to submit financial assistance requests to the City Commission, and the policy no longer provides that each respective City department maintain in-kind funding for Sister Cities programs. In-kind services, however, may be provided by the Sister City committees at the discretion of the City Manager.

The aforementioned recommendations were first introduced by the Mayor's Office staff in November 2008 and are still recommended for adoption as part of the proposed Policy 142. In addition, the Mayor's Office now also recommends that the explicit allocation for annual delegation trips to Sister Cities be eliminated from Policy 142. The Mayor's Office recommends that any travel related expenses come from the Office's existing travel budget.

- d) **The City Commission requested more information on the criteria for considering additional Sister City programs.**

The procedure for creating a new official Sister City relationship, as well as the responsibilities of the prospective Sister City Committee and the Mayor's Office, are established in Policy 142. However, the specific criteria for a particular Sister City relationship will depend on the nature of the relationship and the goals of the citizens interested in establishing that relationship. While one Sister City Committee may choose to focus on international trade and economic development, another Committee may wish to promote cultural and educational opportunities.

As outlined in Policy 142, the City Commission has the opportunity to review each Sister City proposal and decide whether to approve the official relationship based on the mission and goals presented by the prospective Sister City Committee.

- e) **The City Commission discussed whether a cap on the number of Sister City programs is appropriate, and how to inform interested citizen groups of the specific criteria for forming additional relationship programs if a cap is established.**

RESPONSE: The Mayor's Office recommends that a cap on the number of Sister Cities relationships is not adopted. There is no fiscal impact to the City for adding additional Sister Cities, and since the Commission must approve the creation of each new Sister City relationship, the Mayor's Office believes that such a cap would place an unnecessary restriction on the ability of the current Commission and future Commissions to determine the best course of action when new requests are presented to them.

It should also be noted that many U.S. cities recognize the value of multiple Sister City relationships:

City	Number of Sister City Relationships
Chicago, IL	28
Los Angeles, CA	25
Tampa, FL	12
Austin, TX	11
Jacksonville, FL	8
Lakeland, FL	5
Gainesville, FL	3

- f) **During the November 25, 2008 City Commission, one Commissioner expressed a preference for removing the reference to a “Protocol Officer”.**

RESPONSE: To simplify the City’s Sister Cities programs, the newly revised policy removes all references to a “Protocol Officer” and assigns that individual’s responsibilities to the Office of the Mayor.

SUMMARY

The newly revised proposal for Policy 142 retains the following changes presented by the Mayor’s Office to the City Commission on November 25, 2008:

- Deleting all reference to the International Affairs Committee, as it has been dissolved.
- Inserting language to distinguish between inactive and active Sister City relationships.
- Deleting language providing that each department maintains funding for the programs in their annual budget for in-kind expenses.
- Deleting language providing a Sister City Committee can submit funding requests to the City Commission.
- Changing the Sunset provision so that this policy will remain effective until amended or repealed by the City Commission.

In addition, as a result of the points raised by the City Commission in November 2008, the new proposal removes all references to a “Protocol Officer” and assigns that individual’s responsibilities to the Office of the Mayor.

Finally, in light of the current economic climate, the Mayor’s Office is also recommending the removal from Policy 142 the explicit allocation for annual delegation trips to Sister Cities.

CHARITABLE CONTRIBUTIONS

N/A

OPTIONS

1. Approve the revised *City Commission Policy 142 – International and Sister City Policy*.
2. Do not approve the revised *City Commission Policy 142 – International and Sister City Policy*.
3. Provide further direction.

ATTACHMENTS/REFERENCES

1. Reports of individual Sister City Programs
 - a. Tallahassee-Sligo, Ireland Sister City Program (TSSCP)
 - b. Tallahassee-Krasnodar Sister City Program (TKSCP)
 - c. Tallahassee-St. Maarten Sister City Program (TLH-SXMF)
2. City Commission Policy 142 – newly proposed version, with revisions displayed

Tallahassee/Sligo, Ireland Sister City Program (TSSCP) Status Report for the Tallahassee City Commission

January 2009 – June 2011

Submitted by John W. (Jack) Madden Treasurer, for TISN
maddenjack@embarqmail.com, 850-385-3696

The **Tallahassee/Sligo Ireland Sister City Program (TSSCP)** is a component of the Tallahassee Irish Society (TIS) and is dedicated to promoting increased understanding and good will between the people of Tallahassee and Sligo. Members are committed to planning, promoting and administering cultural, educational, social and athletic programs between the two cities and, in so doing, involve as many of our citizens as possible. Additionally, TSSCP provides our citizens with travel guidance for anyone going to Ireland and, specifically the Sligo area. The focus of the TSSCP program is on the interpersonal and cultural interaction among private citizens of differing backgrounds. To this end, political activity, endorsement or censure, is considered contrary to the intent and purpose of the organization.

Ties began with Sligo in the late 80's and early 90's, lasting friendships developed and by 1995, then Mayor Scott Maddox, traveled to Sligo to sign the sister city agreement in Sligo City Hall. We take pride in our program as the longest continuous sister-city program in Tallahassee.

Sligo Town is located at the mouth of the Garavogue River on the northwest coast of Ireland and is sandwiched between the Atlantic Ocean and Lough Gill. The largest town in the northwest, it has served for centuries as a gateway between the provinces of Ulster and Connaught. The warm-hearted people of Sligo have diverse interests in culture, government, commerce and sports. They have a wonderful sense of humanity and demonstrate superb hospitality and a magnificent pride of place.



Tallahassee/Sligo, Ireland Sister City Program (TSSCP) Status Report for the Tallahassee City Commission

1. Summary of activities for the status report period:

- a. Economic: The TIS has not specifically engaged in any economic or commercial activities per se. However, Tallahassee and Sligo visitors infuse capital into our respective economies when visiting and, Tallahassee area citizens patronize local establishments for specific Irish-centric cultural programs.

For the past three years due to the poor economy we have hosted only one visit of the Mayor of Sligo and several Sligo Borough Council members during the St. Patrick's Day holiday.

Additionally, the TIS has sponsored programs aimed at sharing Irish culture by way of the annual St. Patrick's Day Parades and Festival, which were held at Lake Ella, then the Antique Car Museum and this year in Down Town Tallahassee. Periodic traditional Irish music sessions were also held at local venues. We have hosted a travel program at The Leon County Library designed for first-time potential travelers to Ireland entitled, "Pathways to Ireland."

The Irish Repertory Theater was originally a part of the Tallahassee Irish Society until 2010 when it became a separate 501(c) 3 organization with close working ties to TIS and produced several Irish Plays at the Tallahassee Little Theater.

The Friends of Sligo Ireland (FOSI) was formed as an adjunct component of TIS/TSSP by several members and maintains close working ties. Its goal is to encourage and support any program or activity that enhances cultural exchange between the citizens of Tallahassee and Sligo. The emphasis is primarily on bringing Sligo and a broader sense of any Irish cultural activity, to the Tallahassee area. The Friends of Sligo maintain a Facebook page which contains news, cultural and travel notes and has in excess of 125 members both here and in Ireland. During the past two years Friends of Sligo has had the pleasure of bringing to Tallahassee and sponsoring some truly talented musicians and singer/songwriters as well as World Champion step dancer Niall O'Leary who appeared at the organization's half way to St. Patrick's Day party in September of 2010. This year (2011) FOSI has hosted a house concert featuring Irish Balladeer Brendan Nolan, and a concert of Jimmy and Marla's 'Mansozuke Meander 'Round the Sunshine State' featuring County Cork's own singer, songwriter and storyteller Jimmy Crowley with champion mandolin player Marla Fibish. The Friends of Sligo also encourages and supports local activities with Irish Roots and is a booster of several fine music groups and bands that feature traditional Irish music and dance.

**Tallahassee/Sligo, Ireland Sister City Program (TSSCP)
Status Report for the Tallahassee City Commission**

2. Budget and Expenditures:

The current budget balance for the TIS is \$3,447.18. Some of these funds were expended to host our visitors because TIS is a grass-roots citizens organization, who's monies are raised on an as-needed basis through membership and fund raisers. Visits by Sligonians are either funded by the Sligo Corporation or visitors are hosted through home stays with TIS and other Irish organizations members.

3. TIS Committee Members:

Pam Flory, President
P.O. Box 2073
Tallahassee, Fl. 32316
peflory@hotmail.com. 850-212-4116

Cindy King Ross, Vice President
9472 buck Haven Trail
Tallahassee, Fl. 32312

Patrick McCaffrey, Secretary
112 East 3rd Ave.
Tallahassee, Fl. 32303

John W. (Jack) Madden, Treasurer
1327 Silver Moon Drive
Tallahassee, Fl. 32312

Dianne Nagle, Director
Newsletter and Membership
4457 Louvinia Rd
Tallahassee, Fl 32311

Paul Burns , Director
Sligo Committee
1916 Lawson Rd.
Tallahassee, FL 32308

Judy Gross, Director
Irish Repertory Theater
P.O. Box 37157
Tallahassee, FL 32315

Mike Sheridan, Director
Irish Repertory Theater
3101 Session Rd.
Tallahassee, FL 32303

**Tallahassee/Sligo, Ireland Sister City Program (TSSCP)
Status Report for the Tallahassee City Commission**

Tim Lynch, Director at Large
1515 Argonne Dr.
Tallahassee, FL 32312

Tim O'Brien, Director at Large
6523 Aqueduct Court
Tallahassee, FL 32309

Mark Mahoney, Director at Large
8733 Palencia Court
Tallahassee, FL 32311

Terry Mahoney, Director at Large
925 W. Washington Street # 3
Quincy , FL 32315

4. The TSSCP, as part of the TIS, is a 501 (c) 4 organization.

TALLAHASSEE-KRASNODAR SISTER CITY PROGRAM (TKSCP)

Status Report for the Tallahassee City Commission

Dates covered: January 2006 - June 2011

This report written by Bob Broedel (Tallahassee) with assistance from Boris Staroselsky (Chief of the Department of Foreign Relations for the city administration of Krasnodar. starle@krd.ru)
Submitted by: Bob Broedel; President; broedel@fsu.edu; 850-576-4906 (home)

INTRODUCTION

The Tallahassee-Krasnodar Sister City Program (TKSCP) is dedicated to promoting increased understanding and good will between the people of Tallahassee and Krasnodar. Our members are committed to coordinating cultural and educational projects between the two cities and we try to do this in a way that involves as many people as is possible in both cities.

Our citizen support group was formed in 1983 and our first visit to Krasnodar was in 1984. After that, annual delegations of local citizen diplomats visited Krasnodar up until the USSR collapsed in December of 1991. We became official Sister City International (SCI) partners in 1988 when Mayor Visconti traveled to Krasnodar to sign a sister city agreement with Mayor Samoilenko of Krasnodar.

Contacts with people in Krasnodar continued over the following years though the program was not officially renewed until 2006 when Mayor Marks traveled to Krasnodar to sign an agreement with Mayor Evlanov of Krasnodar.

Since our formation in 1983, over one hundred people in Tallahassee have visited Krasnodar as a part of our program. The most recent visitors to Krasnodar were Eric Pate (TCC) and Taylor Jones (FSU) who went there in 2008 to attend a conference of young people from Krasnodar's five other sister city partnerships.

There have been four official delegations from Krasnodar to Tallahassee plus several individuals have visited here. The most recent official delegation was in 2007 and the delegation was made up of four heart surgeons, six cardiac nurses and the top health administrator for the Krasnodar Region.

Krasnodar was founded by Cossacks in 1793. Now it is a contemporary fast-growing city with a developed market infrastructure. Krasnodar is the name of a city and the name of a region. The Krasnodar Region, lying between the Black Sea and the Sea of Avoz, occupies a favorable geographical position in the south of Russia. The Region includes the cities of Sochi and Gainesville's sister city Novorossiysk. Krasnodar the city is the capital of Krasnodar the Region.

TALLAHASSEE-KRASNODAR SISTER CITY PROGRAM (TKSCP)
Status Report for the Tallahassee City Commission

1 - SUMMARY OF ACTIVITIES FOR STATUS REPORT PERIOD:

A - Medical.

The medical ties between the cities began with a medical project in the mid 1980s when several medical specialists from Krasnodar came to study operational procedures at Tallahassee Memorial Hospital.

In 2007 another medical delegation deepened the partnership between TMH and the Regional Clinical Hospital #1 in Krasnodar.

B - Economic.

Currently we are not involved in economic or commercial activity.

But the possibility of future commercial city-to-city activity is a possibility. Krasnodar is a growing city made up of nearly 800,000 citizens. For the last three years Forbes Russia has listed Krasnodar as Russia's best city for business.

It is the administrative center of the Krasnodar Region, the capital of the Region that will host the Winter Olympic Games in 2014 and parts of the 2018 World Cup.

Several American businessmen now live in Krasnodar and they are supportive of our program.

Currently we communicate via email, telephone, teleFAX, Facebook, vKontakte and our email newsletter with over 400 people in Krasnodar and many of them have commercial interests.

We consider ourselves to be free-of-charge consultants for Americans who are interested in learning more about Krasnodar and about commercial possibilities between the two cities.

C - Cultural/Educational.

Every year we have a booth at Springtime Tallahassee so people here will know about our organization and about our projects. We also set up a table at the various Russia-related films, lectures, performances, and art displays here in Tallahassee. We use our mailing list of 600+ local citizens as a way of promoting those events.

One of our main current projects has to do with a children's art exchange. Middle school students create art based on their views of each others cities. Russian students (Public School 36) create art about America. American students (Deerlake Middle School) create art about Russia. The art from Krasnodar has been on display at Brogan and at the FSU International Center. It is on waiting lists for other public display options. The art from Tallahassee will be placed on display at various public locations in Krasnodar.

TALLAHASSEE-KRASNODAR SISTER CITY PROGRAM (TKSCP)
Status Report for the Tallahassee City Commission

As a joint project we celebrate Victory in Europe (VE Day - May 8th) and Victory Day (Russia's equivalent - May 9th). Our local partner for this activity is Tallahassee's World War II Historical Society.

Victory Day is Russia's most sacred national holiday. So far as we can tell, we are the only US-Russian sister city partnership who does this.

On the 24th of June we will be celebrating Slavic Unity Day, with hopes this will be of interest to Slavic peoples in both cities.

Next year we hope to be starting a joint project that relates to the problems of human trafficking. We are also planning an essay contest on a topic relating to improving Russian-American relations by way of the sister city model.

D - Civil.

We assisted with the successful realization of a joint statement regarding the START treaty that was signed by the mayors of Tallahassee and Krasnodar. This statement was published in the newspapers of both cities. So far as we can tell we are the only US-Russian sister city partnership to have done this.

2 - BUDGET AND EXPENDITURES:

Our current budget balance is \$300. Over the last three years the balance has been at times as high as \$700. We receive some support by way of in-kind contributions from members and from local supporters.

We are a volunteer non-profit corporation. We have no paid staff and we receive no funding from the city. We have in the past, and in the future we will apply for state and US federal grants.

TALLAHASSEE-KRASNODAR SISTER CITY PROGRAM (TKSCP)
Status Report for the Tallahassee City Commission

3 - TKSCP COMMITTEE MEMBERS:

NOTE: BOD = Board of Directors

BOD-PRESIDENT =====

Bob Broedel
P.O. Box 20049
Tallahassee FL 32316

E-M bob.broedel@tkscp.org
URL <http://www.tkscp.org>

BOD-VICE PRESIDENT =====

Lani Rodgers
2428 Ryan Place
Tallahassee FL 32309

BOD-TREASURER =====

Taylor Jones
4541 Hickory Forest Circle
Tallahassee FL 32303

BOD-SECRETARY =====

Eric Pate
1948 Queenswood Drive
Tallahassee FL 32308

BOD-MEMBER =====

Peter Steuer
305 Chestnut Street
Tallahassee FL 32301

BOD-MEMBER =====

Ekaterina Morozova
Modern Languages - Slavic Division
Florida State University
Tallahassee FL 32306-1540

TALLAHASSEE-KRASNODAR SISTER CITY PROGRAM (TKSCP)
Status Report for the Tallahassee City Commission

BOD-MEMBER =====

Erica Busard
2003 Bradford Court, Apt D
Tallahassee FL 32303

BOD-MEMBER =====

Robert W Pause
5042 Hampton Ridge Avenue
Tallahassee FL 32311

BOD-MEMBER =====

Vladimir Baumgarten
1514 Mabry Street
Tallahassee FL 32310

4 - STATUS

The Tallahassee-Krasnodar Sister City Program is classified as a Florida Non Profit Corporation (Document # N07000006893) and as a Federal tax-exempt 501(c) 3 organization (FEI/EIN 592477518).

**Tallahassee/St. Maarten, Netherlands Antilles Sister City Program
(TLH-SXMF)**

Update for the Tallahassee City Commission

Dates covered: 2010 – 2011

Compiled from materials submitted by Arthur Lugisse, 850-576-8177

As of June 29, 2011, the Mayor's Office has not received a status report from the Tallahassee-St. Maarten Sister Cities Committee. It did, however, receive a large number of news articles, photographs, and other materials related to the Tallahassee-St. Maarten Foundation's office opening on March 12, 2010 and other events.

A small selection of those materials is included here for the Commission's review.

THE DAILY HERALD, Friday, March 12, 2010

William: St. Maarten office in Tallahassee 'giant step forward'

PHILIPSBURG--Today's opening of the Tallahassee-St. Maarten Foundation office is a positive move in strengthening the long-standing relationship between St. Maarten and the city of Tallahassee, Florida.

Education Commissioner William Marlin, who will

open the office officially today, Friday, said the opening represented a giant step forward.

"The St. Maarten-Tallahassee Foundation has been in existence, but did not have a house of its own," Marlin said. "As we prepare to become a country, having

a foundation office in the capital of Florida that looks out for the interest of St. Maarten's students, and also in terms of business relationships and cultural exchanges, education, communication and government – one can only see this as a giant step forward."

The office is centrally located at 217 South Adams Street, Suite-A. The Tallahassee-St. Maarten Foundation will share its office with the Panhandle Area Educational Consortium (PAEC). Some international programmes will be developed between St. Maarten, the foundation and PAEC, St. Maarten Student Government Coordinator in Tallahassee Arthur Lugisse had said.

Marlin said there was still much room for development of the Sister City relationship between St. Maarten and Tallahassee. He said there were areas that were still to be developed and areas that had "not yet been given an arm and body."

He said the opening of the office was a major step forward for the foundation and credited Lugisse for his efforts in "pulling it off."



Tallahassee/St. Maarten Sister City Program (TLH-SXMF)
Update for the Tallahassee City Commission

Official opening of TLH-SXMF Office...217 South Adams Street-Suite A. Tallahassee
32301

TLH-SXMF / Tallahassee-St. Maarten Foundation

"Making a Difference through Partnership"
City Hall 4pm.... Friday March 12, 2010
Master of ceremoniesSandra Allen-Manning

Invocation: Pastor Gregory James ...Reclaiming the Land

Welcome

Stephen Knight

-

President TLH-SXMF

Greetings

Arthur Lugisse

-

Executive Director TLH-SXMF

Victorious Living Dr.Nicole

Francis (letter)

Remarks

Carrie for Mayor John Marks

Carrie Blanchard Sister Cities

President Pat Mc Daniel PAEC /

Panhandle Educational

Consortium

Joseph Jones ...FAMU International

Dept.

King Arthur's Tools

Remarks

Commissioner William MARLIN

Martijn Niekus ...TLH-SXMF

Joe Ritchie FAMU Journalism

Kara Palmer EDC

Closing remarks: Arthur Lugisse

Official cutting of ribbon across the street: 5:15pm catering by

Andrews Restaurant

We thank everyone for the continued support we have received in Tallahassee

Arthur Lugisse

**Tallahassee/St. Maarten Sister City Program (TLH-SXMF)
Update for the Tallahassee City Commission**



William Marlin, Education Commissioner of St. Maarten, speaks about the new Tallahassee-St. Maarten Foundation office.

Commissioner William Marlin gave his welcome address and also recognized and thank everyone who has been participating in the partnership, he also expressed what the new office TLH-SXMF can mean to country St.Maarten and pledged his full support while congratulating Arthur Lugisse and his team on their continued efforts in maintaining the ongoing existence of the partnership between Tallahassee and St.Maarten,he indicated it's a pleasure as head of Government to be present today to do the honors of official opening the office as it also will serve as a physical address and office for our St.Maarten students in Tallahassee and a meeting place for public and private sectors of St.Maarten.

City Commission Policy 142 - International and Sister City Relationships

DEPARTMENT: Office of the Mayor

DATE ADOPTED: August 18, 1999

DATE OF LAST REVISION: ~~March 14, 2001~~ July 6, 2011

142.01 STATEMENT OF POLICY: To establish formal guidelines for the selection and recognition of sister city and other international relationships between the City of Tallahassee and ~~international~~ international cities.

142.02 AUTHORITY: City Commission.

142.03 OBJECTIVE:

Tallahassee citizens have historically shown an interest in actively participating in the development of sister city and other international relationships, to provide for the mutual exchange of ideas and understanding between the cities. "Grass roots" citizen participation in the establishment, exchange and enhancements in these relationships is encouraged by the City Commission. Guidelines are provided for the city government's formal selection, adoption and recognition in such relationships to ensure quality, beneficial affiliations for Tallahassee's citizenry. The intent is to promote activities and exchanges that increase international trade, economic and community development and promote cultural and educational opportunities.

142.04 SCOPE OF APPLICABILITY: These guidelines shall apply when the City Commission is recognizing a sister city and any other international relationship.

142.05 DEFINITIONS:

For the purpose of this policy, the following terms shall be defined:

~~**International Affairs Council:**—council established by the City Commission to oversee, and make recommendations on the Sister Cities program and other international programs and activities.~~

Sister City Committee: A "grass roots" citizens-established organization composed of at least fifteen (15) active and participating members dedicated to supporting the relationship between the City of Tallahassee and a single prospective sister city. Each committee shall define "active" to meet its individual committee's needs, which will be subject to approval by the City Commission. The City of Tallahassee may have more than one sister city.

~~**Protocol Officer:**—An individual appointed by the Mayor to act as a liaison for the Sister Cities program, other international relationships and oversee matters of protocol.~~

Sister City Agreement: An agreement which encompasses all aspects of a relationship between the City of Tallahassee and a prospective Sister City, and is generally formalized through an agreement between mayors and recognized by Sister Cities International.

Twinning Agreements: Agreements signed between communities that express a desire to cooperate on specific issues. The agreement is not recognized by Sister Cities International.

City Commission Policy 142 - International and Sister City Relationships

142.06 RESPONSIBILITIES:

~~A. The International Affairs Council:~~

~~The Mayor shall nominate for City Commission approval an International Affairs Council with representatives from the community at large, business, medical, educational, chamber of commerce, tourism industry, and city and county government; to review sister cities proposals and other potential international relationships and programs, and to assist "grass roots" efforts in forming sister city and other international relationships. The Council shall make its recommendations to the Protocol Officer. It is also the responsibility of the Protocol Officer to request on an annual basis a report from each Sister City Committee to be submitted to the Council. On an annual basis, the Council will provide a summarized report of the activities of the Council and Sister City Committee(s) to the City Commission.~~

B. A. The Sister City Committee:

1. A relationship will exist only after a "grass roots" citizens-established Sister City Committee has met established criteria, been recommended for selection, and has been formally recognized by the City Commission.
2. The affiliate city proposed by the "grass roots" Tallahassee Sister City Committee must formally agree to promote activities and exchanges of mutual interest that increase international trade and economic development, ~~and and/or~~ promote cultural and educational opportunities.
3. The citizen-established Sister City Committee must meet the following objectives:
 - a. The Committee shall be committed to making the relationship a success.
 - b. The Committee membership should encourage broad community base, not derived exclusively from groups of citizens who share an ethnic heritage with the prospective city wherever possible.
 - c. The Committee must submit evidence of intent to file for not-for-profit status and appropriate evidence about its board of directors membership. Upon approval by the City Commission, the committee must file for not-for-profit status within 30 days.
 - d. The Committee, ~~with assistance from the International Affairs Council and Protocol Officer, shall prepare a three (3) year strategic plan and twelve (12) month proposed budget, must submit a proposal to the Office of the Mayor that outlining outlines~~ the mission and/or goals it will pursue; the programs, services or products it will offer to accomplish this mission and/or goals; and how it will attract and utilize the resources needed - people, money, expertise, facilities, etc. - to accomplish this mission or goals. The plan shall be presented to the City Commission, after review by the ~~International Affairs Council~~ Office of the Mayor, for approval. Until ~~a plan and budget are the proposal is~~ approved, no sister city relationship shall exist. The ~~strategic plan proposal~~ proposal may be amended by the Committee ~~or International Affairs Council~~ if approved by the City Commission.
 - e. There must be an established counterpart committee or similar group in the prospective sister city, with which the Committee has corresponded and reached an affiliation.

City Commission Policy 142 - International and Sister City Relationships

C. ~~City of Tallahassee Protocol Officer~~B. Office of the Mayor:

1. Formally incorporated Sister City Committee(s) seeking formal recognition by the City of Tallahassee must submit its request to the ~~City's Protocol Officer~~Office of the Mayor.
2. Upon the City Commission's adoption to formally recognize a sister city relationship, the ~~Protocol Officer~~Office of the Mayor shall act as a liaison between that Sister City Committee, ~~the International Affairs Council, the Mayor~~, City Commission and City Manager.
3. The ~~Protocol Officer~~Office of the Mayor is responsible for maintaining all Memorandum of Understandings between the City and Sister Cities International, Inc., as well as resolutions and proclamations dealing with each prospective sister city. The ~~Protocol Officer~~Office of the Mayor will also be responsible for "other matters of protocol" in dealing with existing and prospective sister cities and any other international relationships.
4. The ~~Protocol Officer~~Office of the Mayor will ~~receive all Sister City Committee annual reports and distribute them to the International Affairs Council; request an annual report from each Sister City Committee to monitor the activities and participation of the Committee members. If a Sister City Committee fails to submit an annual report to the Office of the Mayor, the relationship will be deemed inactive. An inactive relationship may return to active status upon the submittal of an annual activity report by the relevant Sister City Committee.~~

142.07 PROCEDURES:

A. Formally Recognized Relationships:

1. The City Commission shall formally recognize international sister city relationships through the adoption of a resolution, after review and a recommendation on selection is made by the ~~International Affairs Council~~Office of the Mayor.
2. The ~~Protocol Officer~~Office of the Mayor shall make recommendations through the City Manager to the City Commission on the selected sister cities for recognition, based on established criteria, to ensure relationships will be beneficial to our citizens.

B. Funding, In Kind Services, and Other City Government Support:

1. All funding to maintain and fulfill the activities of each Sister City Committee and relationship, ~~other than those provided by the City in this policy~~, will be the responsibility of the citizens-established committee.
2. The City of Tallahassee may provide in-kind services to Sister City Committee(s) for activities or events involving official city government participation, ~~funding to support the Mayor or his/her designee's round-trip travel expense for one annual official delegation trip or as considered necessary by the City Commission.~~
3. ~~Any requests from a Sister City Committee for financial assistance from the City to support an established relationship, shall be made at least ninety (90) days before the initiation of the project. On a case by case basis, the City Commission, upon recommendation of the Council, may elect to waive this ninety (90) day requirement. The request shall be made by the Protocol Officer and approved by the City Manager in advance.~~

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~~4.~~ 3. In-kind services ~~are to be provided through the respective department's operating budget at the direction of the City Manager. Each department shall maintain the funding for these relationships on an annual basis through budgeting needed funds as a part of its annual budget. The department shall maintain a record reflecting the costs and accounting it has expended in each sister city relationship~~ by city departments may be provided to the Sister City Committee at the discretion of the City Manager.

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142.08 EXCEPTIONS: None.

142.09 EFFECTIVE DATE: This policy guideline is to become effective immediately upon City Commission adoption.

142.10 RESPONSIBLE AGENCY: The ~~International Affairs Council and Protocol Officer~~ Office of the Mayor shall recommend amendments as required for the purpose of keeping this policy complete and up-to-date.

142.11 SUNSET REVIEW: This policy shall be repealed three (3) years after its adoption unless reauthorized by the City Commission.