



MILLBRAE SISTER CITIES COMMISSION
MEETING MINUTES
July 24, 2023
6:30 PM

Millbrae Recreation Center, Conference Room B
477 Lincoln Circle, Millbrae, CA 94030

CALL TO ORDER MILLBRAE SISTER CITIES COMMISSION

ROLL CALL

The meeting was called to order by the Chair, Robert Gottschalk at 6:30pm. Present: Chair Robert Gottschalk; Vice Chair Kathleen Kimura; Commissioners John Chang, Eunice Danli, Aline Lee, John Muniz, Akiko Soda, Mary Borg Smith, Chi Ying Wong Po, Sammy Yim; Liaison Louis Vella; Recreation Coordinator Roland Tianco; Absent: Commissioner Peter Yeh.

PLEDGE OF ALLEGIANCE TO THE U.S. FLAG

1. **AGENDA OVERVIEW**

2. **APPROVAL OF MINUTES**

- a) Regular Meeting Minutes of July 24, 2023 – ACTION
- Motion to approve July 24, 2023, meeting minutes by Commissioner Kimura; Seconded by Commissioner Muniz; VOTE 10-0-0; Approved.

3. **PUBLIC COMMUNICATION**

Reserved for persons wishing to comment on any item not appearing on the agenda. Public Communication is limited to no more than thirty (30) minutes, with each speaker given no more than three (3) minutes. If more than ten (10) speakers are present, speakers' time shall be reduced so that all speakers have an equal time to speak. Although we welcome and encourage public communication, the views or information presented by the speakers are not necessarily the views of the Sister Cities Commission or the members of the public in Millbrae.

4. **TREASURER REPORT**

- Current Commission budget is \$8,424.19.

5. **EXISTING BUSINESS**

- a) Olive Tree Plaque Update
- Liaison Vella spoke with the Director of Millbrae Public Works to confirm they are on board to help us pick up the plaque. Price of the boulder for the plaque is estimated to cost about \$100.
b) Work Plan for the 2023-24 FY Update
- Work plan was approved.

6. **NEW BUSINESS**

- a) Contemplation Area dedicated to Hanyu, Japan/Creating a Japanese Cherry Tree Garden
- Commission like the idea.
- Chair Gottschalk, Commissioner Danli, and Mayor Schneider visited the proposed area on Millbrae Avenue and Magnolia Avenue.
- Motion to approve the concept of the Japanese Cherry Tree Garden in recognition of the friendship between the City of Millbrae and Hanyu, Japan at the location near the Spur Trail entrance at Millbrae Avenue and Magnolia Avenue by Vice-Chair Kimura; Seconded by Commissioner Muniz; VOTE 10-0-0; Approved.
b) Call for Solidarity
- Commission deemed the call for solidarity as inappropriate to advance further with it as a non-political Commission.

City of Millbrae Mission Statement: "Enhancing the quality of life in our shared community, providing great services, encouraging community engagement, fostering economic growth, and embracing cultural diversity in a safe environment."

- c) August 2023 Meeting Cancellation – ACTION ITEM
 - Motion to cancel the scheduled August 2023 regular Commission meeting by Commissioner Muniz; Seconded by Vice-Chair Kimura; VOTE 10-0-0; Approved.

7. STAFF ANNOUNCEMENTS

- a) Millbrae Goes to the Movies continues in Central Park for the summer! Movies will be shown during the 2nd Fridays of each month from June to September. Next showing is August 11, 2023: Puss in Boots: The Last Wish.
- b) Beats, Brews, and Vines continues on Broadway this summer between Hillcrest Blvd and La Cruz Ave. 3rd Thursdays of each month from June-October (except July will be on the July 4). Next event is August 17, 2023.
- c) Millbrae Machines Car Show is Saturday, August 19, 2023, from 8:00am-2:30pm.

8. COMMITTEE MEMBER REPORTS

- Millbrae Volunteers of the Year event is 10/20/2023. Deadline to nominate is 8/1/2023.
- Taijung update from Commissioner Yim: There are 3 different contacts at the West District in Taijung (Xitun). It's suggested that Commissioner Chang to be the Commission Contact as a Mandarin speaker. Possibly, a group of people may visit Millbrae in 2024. A good idea would be to share a Millbrae history book with Taijung.
- Commissioner Yim also noted that the Commission should be ready to always present what the City of Millbrae can offer to other cities as friendship/sister cities. Possibly providing this information through the website can be helpful, as well as dedicating tasks to subcommittees.
- Sister Cities Commission and Millbrae Recreation will share a booth at the Japanese Culture Festival. Commissioner volunteers for the booth are needed.

9. CITY COUNCIL UPDATE

10. ADJOURN SISTER CITIES COMMISSION

- a) Next scheduled meeting – September 25, 2023
 - Meeting adjourned by Chair Gottschalk at 7:10pm.

IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, IF YOU NEED SPECIAL ASSISTANCE TO PARTICIPATE IN THIS MEETING, PLEASE CONTACT ROLAND TIANCO AT (650) 259-2371. NOTIFICATION IN ADVANCE OF THE MEETING WILL ENABLE THE CITY TO MAKE REASONABLE ARRANGEMENTS TO ENSURE ACCESSIBILITY TO THIS MEETING.

LANGUAGE INTERPRETERS: LANGUAGE SERVICE IS AVAILABLE AT ALL REGULAR AND SPECIAL COUNCIL MEETINGS IF MADE AT LEAST 48 HOURS IN ADVANCE OF THE MEETING TO HELP ENSURE AVAILABILITY. FOR MORE INFORMATION OR TO REQUEST SERVICE, PLEASE CALL ROLAND TIANCO AT (650) 259-2371.

所有常規及特別市議會會議（COUNCIL MEETINGS）都可以提供中文的語言翻譯服務。需要翻譯服務的人士，必須在會議前最少48小時提出申請。如想了解更多資訊或申請有關服務，請致電 (650) 259-2371 聯絡陳姑娘。

INTÉRPRETES DE IDIOMAS: El servicio de idiomas está disponible en chino en todas las reuniones regulares y especiales del Consejo si se realiza al menos 48 horas antes de la reunión para ayudar a garantizar la disponibilidad. Para obtener más información o para solicitar servicio, llame a Roland Tianco al 650-259-2371. (Reuniones del Consejo)

MATERIALS RELATED TO AN AGENDA ITEM THAT ARE SUBMITTED TO THE SISTER CITIES COMMISSION AFTER DISTRIBUTION OF THE AGENDA PACKET ARE AVAILABLE FOR PUBLIC INSPECTION IN THE RECREATION OFFICE AT 477 LINCOLN CIRCLE, MILLBRAE, CA 94030, MONDAY-FRIDAY FROM 8:30 A.M. TO 5:00 P.M.