



**South San Francisco
Sister Cities Association
400 Grand Avenue
South San Francisco
California 94080**

Now, Therefore let it be resolved by the City Council of the City of South San Francisco that it hereby approves its responsibilities for the City of South San Francisco Sister City Program as follows:

1. Requests to establish new sister city relationships shall be reviewed by the Sister City Association and if found acceptable shall be recommended to the City Council for approval;
2. For visiting delegations a welcome at City Hall by the Mayor and a tour of city facilities. Provide transportation from the airport and within South San Francisco;
3. Host dinner for Sister City Official visitors;
4. Participate in a gift exchange with a standardized package of items assembled and updated as needed;
5. Provide Sister City International dues for the local Sister City Association;
6. Permit use of city facilities for meeting and events as necessary and available;
7. In the event that a Councilmember is requested to travel to a Sister City, the costs for such a trip will be provided by a consortium of appropriate community organizations and/or businesses or Councilmember may also pay his or her own travel costs, but no city funds are to be expended on travel.
8. Provide annual funding for the Sister City Program not to exceed \$-----

BE IT FURTHER RESOLVED by the City Council of the City of South San Francisco that the responsibilities of the Sister City Association of the City of South San Francisco will be as follows:

1. Foster and promote exchanges within the realm of education, culture, sports, peace and understanding to facilitate long lasting and rich relationships.
2. Meet and receive for and on behalf of the City, any and all representatives of Sister Cities who may officially visit the City as part of the Sister City Program.
3. Plan, arrange for and sponsor public breakfasts, lunches and dinners at which said official representatives may be formally received. Members of the public will always be invited and welcome to participate. The costs for such breakfasts, lunches and dinners for the official representatives will be borne by the Association. Members and the public will pay their own costs.
4. Help celebrate holidays or special days of our Sister Cities with events or joining events to commemorate such days.

5. The Association agrees to make available for examination by City, all ledgers, invoices, cancelled checks or other documents representing financial transactions during the term hereof;