



Agenda Report

21-69

Agenda Date: 4/6/2021

REPORT TO COUNCIL

SUBJECT

Action on Introduction of an Ordinance to Reinstate the International Exchange Commission (IEC)

COUNCIL PILLAR

Enhance Community Engagement and Transparency

BACKGROUND

At the Governance and Ethics Committee (Committee) meeting held on December 7, 2020, staff brought forward the attached report (Attachment 1) which outlined several considerations related to the reinstatement of the International Exchange Commission (IEC). The Committee approved (3-0) forwarding the proposed ordinance (Attachment 2) to reinstate the IEC to the full City Council (Council) for consideration, with the postponement of IEC meetings until COVID-19 travel and event restrictions are lifted and can safely be planned.

It was clarified that, while the IEC meetings would be postponed until after COVID-19 travel restrictions were lifted, staff would start the process to set up the infrastructure by first forwarding the ordinance to reinstate the IEC in 2021. It was also acknowledged by the Committee that it would likely take up to a year to reinstate the IEC.

DISCUSSION

The proposed ordinance will reinstate the IEC by adding Section 2.120.150 entitled "International Exchange Commission" to the Santa Clara City Code and amending Section 2.120.140 to remove certain powers, functions, and duties from the Cultural Commission.

Below are the current powers, functions, and duties of the Cultural Commission. The bolded items were originally duties of the IEC. If approved, the proposed ordinance will charge the IEC with the bolded powers, functions, and duties and remove them from the Cultural Commission's powers, functions and duties:

- **Act in an advisory capacity to the Council in all matters pertaining to** cultural enrichment and beautification of the City, **sister city relationships and international exchanges**
- Encourage the beautification of the City and programs for the cultural enrichment of the City
- Foster cultural events, activities and displays that celebrate the City's native and historic cultures and present diversity
- **Assist in the planning and supervision of international exchange activities with our sister communities, sharing friendship, skills and concerns**
- **Develop individual contacts designed to enhance international communication and understanding**

- Encourage educational, cultural, sports, technical and governmental exchanges to help acquaint citizens of Santa Clara with cultural and political diversity abroad
- Perform other such duties and exercise such powers as the Council may impose or require

An informational report on the proposed reinstatement of the IEC (Attachment 5) was provided to the Cultural Commission at its March 1, 2021 meeting.

As directed by the Committee at their December 7, 2020 meeting, staff recommends that the Council adopt the proposed ordinance to reinstate the IEC, and amend the powers, functions, and duties of the Cultural Commission.

This action, if approved, will only introduce an ordinance to reinstate the IEC. The action will not appropriate funds at this time. The costs outlined below are estimates only and staff will bring forth a budget amendment request at the appropriate time.

ENVIRONMENTAL REVIEW

The action being considered does not constitute a “project” within the meaning of the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines section 15378(b)(5) in that it is a governmental organizational or administrative activity that will not result in direct or indirect changes in the environment.

FISCAL IMPACT

The total projected budget need for the IEC is \$27,610. At the appropriate time, staff will submit a budget amendment to fund the IEC. This cost assumes the \$5,659 currently carried in the Non-Departmental budget and the \$9,251 carried in the Mayor and Council Offices budget is reallocated to the IEC. The breakdown is below:

- Sister Cities International (SCI) Annual Membership: \$1,051
- Annual Santa Clara Sister Cities Association grant: \$5,659
- Annual staff costs for IEC monthly meetings: \$2,700
- Hosting incoming delegations - three (3) per year: \$6,000
- Official travel to a Sister City for two (2) Council representatives: \$4,200
- SCI Annual Conference attendance for two (2) Council representatives: \$4,000
- SCI Annual Conference attendance for two (2) commissioners: \$4,000

A total of \$14,910 is currently budgeted so implementation of this initiative would require an allocation of approximately \$12,700 from the General Fund.

COORDINATION

This report was coordinated with the City Attorney’s Office, City Clerk’s Office, and Department of Finance.

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City’s official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City’s website and in the City Clerk’s Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk’s

Office at (408) 615-2220, email clerk@santaclaraca.gov <<mailto:clerk@santaclaraca.gov>> .

RECOMMENDATION

Approve the introduction of an ordinance to reinstate the International Exchange Commission, and amend the powers, functions, and duties of the Cultural Commission.

Reviewed by: Robyn Sahid, Assistant to the City Manager

Approved by: Deanna J. Santana, City Manager

ATTACHMENTS

1. RTC 20-907
2. Ordinance to Reinstate International Exchange Commission, and Amend Cultural Commission Powers, Functions, and Duties
3. Santa Clara City Code - Section 2.120.140 ("Cultural Commission")
4. RTC 21-324