



# AGENDA REPORT

Mayor's Office

<b>DATE:</b>	April 28, 2026
<b>TO:</b>	Members of the City Council
<b>FROM:</b>	Mayor Martinez
<b>Subject:</b>	Establish the Richmond-Sebastia Sister City Commission
<b>FINANCIAL IMPACT:</b>	There is no fiscal impact associated with this item. Staff time required to support the establishment of the Richmond-Sebastia (Palestine) Sister City Commission and the development of bylaws will be absorbed within existing department budgets.
<b>PREVIOUS COUNCIL ACTION:</b>	August 26, 2025
<b>STATEMENT OF THE ISSUE:</b>	On August 26, 2025, the City Council approved establishing a sister city relationship with Sebastia, Palestine. As a next step, the Mayor's Office is requesting that the City Council establish the Richmond-Sebastia Sister City Commission ("Commission") and direct the Commission to establish bylaws.
<b>RECOMMENDED ACTION:</b>	ADOPT a resolution establishing the Richmond-Sebastia Sister City Commission, directing the Commission to prepare bylaws subject to City Council approval, and establishing basic organizational requirements - Mayor's Office (Mayor Eduardo Martinez 510-620-5303).

## **DISCUSSION:**

Sister City relationships function well with a clear set of rules and regulations by which they operate.

When the City Council approved the sister city relationship with Sebastia, Palestine, it created a need for a formal structure to manage and sustain that partnership. Sister City programs work best when there is a clear body responsible for planning exchanges, coordinating community participation, and maintaining communication with the partner city. A commission provides that structure.

Establishing the Commission and directing the commission to prepare bylaws ensures the work of the Commission is transparent and consistent. The commission's bylaws will incorporate the organizational requirements outlined in the resolution in addition to other terms deemed desirable regarding membership, responsibilities, decision-making procedures, and expectations for public accountability. This is especially important for long-term international relationships, where leadership and community participation may change over time. The bylaws adopted by the Commission must be approved by City Council before becoming effective.

Creating this commission and directing the commission to adopt bylaws will allow the City to manage the sister city relationship with Sebastia in an organized and equitable way. It will also give residents, community groups, and stakeholders a clear role in supporting cultural, educational, and economic exchanges with Sebastia.

## **DOCUMENTS ATTACHED:**

Attachment 1 – August 26, 2025, Resolution Establishing Sister City Relationship with Sebastia, Palestine