



Chair - Leslie Patton
Vice Chair - Angelo Brown
James Auld
Neil Brunetz
Travice Obas
Sheb True

**Kennesaw Sister Cities Commission
Meeting Agenda
June 13, 2023 6:00 PM
City Hall Conference Room**

- 1. Call to Order / Roll Call**
- 2. Approval of the Meeting Minutes**
 - A. Approval of May 9, 2023 Special Called Meeting Minutes.
- 3. Financial Report**
- 4. Old Business**
 - A. Discuss Membership Requirements in Bylaws.
- 5. New Business**
 - A. Discuss Reaching Out to New Potential Sister City.
- 6. Staff Comment**
- 7. Adjourn**



Item Report

TO: The Kennesaw Sister Cities Commission
FROM:
DATE: June 13, 2023
TITLE: Approval of May 9, 2023 Special Called Meeting Minutes.

Summary:

Recommendation:

Fiscal Impact:

Attachments:

1. 05-09-23 KSCC Minutes Special Called - Draft

MINUTES OF KENNESAW SISTER CITIES COMMISSION MEETING
CITY OF KENNESAW
City Hall Conference Room
May 9, 2023
6:00 PM

1. Call to Order / Roll Call

Mr. Friedrich called the meeting to order at 6:05pm.

Members Present: James Auld, Neil Brunetz, Travice Obas and Sheb True

Members Absent: Leslie Patton, Angelo Brown, and Dana Johnson

2. Approval of the Meeting Minutes

A. March 14, 2023 Meeting Minutes

Motion by Mr. True to approve the March 14, 2023 minutes, seconded by Mr. Auld.
Vote taken, motion passed 4-0-3 (Ms. Patton, Mr. Brown, and Mr. Johnson were absent).

3. Financial Report

4. Old Business

A. New Meeting Date

In December 2022, the Commission voted to temporarily move their regularly scheduled meeting date and location from the fourth Wednesday of the month in the Council Chambers to the second Tuesday of the month in the City Hall Training Room. This temporary meeting change expired in April 2023. Since then, there have been discussions about making this temporary change permanent. This special called meeting had to be moved to the City Hall Conference Room due to a conflict in the Training Room. Due to the location and atmosphere of the Conference Room, the Commission decided to start meeting there from now on instead of the Training Room.

Motion by Mr. Brunetz to move the Kennesaw Sister Cities meeting date and location to the second Tuesday of the month in the City Hall Conference Room, seconded by Mr. True. Vote taken, motion passed 4-0-3 (Ms. Patton, Mr. Brown, and Mr. Johnson were absent).

5. New Business

A. Discuss Updates to 1 Year Strategic Plan

It was determined that varying cities will have varying needs and priorities for programs and projects which will affect budgets and memberships of other local organizations. Once conversations are had between the Commission and a potential sister city, the Commission decided to hold off on the creation of a short-term strategic plan.

6. Staff Comment

Mr. Friedrich announced Mr. Johnson tendered his resignation from the Commission due to conflicts with his work schedule. Mr. Johnson had considered resignation in December 2022 when his term was up for renewal, but decided to stay due to the bylaws which require a member from the Cobb Chamber of Commerce's Economic Development team. Mr. Friedrich suggested that the Commission consider amending the bylaws to change the membership requirements from the Cobb Chamber to a more Kennesaw focused organization such as the Kennesaw Business Association or the Kennesaw Downtown Merchants Association. The Commission decided that Mr. Friedrich will reach out to Mr. Johnson one more time to see if he can find a replacement at the Cobb Chamber before considering amending the membership requirements of the bylaws.

7. Adjourn

Motion by Mr. Auld to adjourn the meeting, seconded by Mr. True. Vote taken, motion passed 4-0-3 (Ms. Patton, Mr. Brown, and Mr. Johnson were absent). Meeting adjourned at 6:26pm.



Item Report

TO: The Kennesaw Sister Cities Commission
FROM:
DATE: June 13, 2023
TITLE: Discuss Membership Requirements in Bylaws.

Summary:

Recommendation:

Fiscal Impact:

Attachments:

1. RES 2021-40 Sister Cities Bylaws

**CITY OF KENNESAW
GEORGIA**

RESOLUTION NO. 2021-40, 2021

**RESOLUTION OF THE CITY OF KENNESAW TO ADOPT THE BYLAWS OF THE
KENNESAW SISTER CITIES COMMISSION**

**BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF KENNESAW,
COBB COUNTY, GEORGIA, AS FOLLOWS:**

WHEREAS, the Mayor and Council of the City of Kennesaw established the Kennesaw Sister Cities Commission by Resolution 2021-31, which states the bylaws of the Commission shall be ratified by the Mayor and Council; and

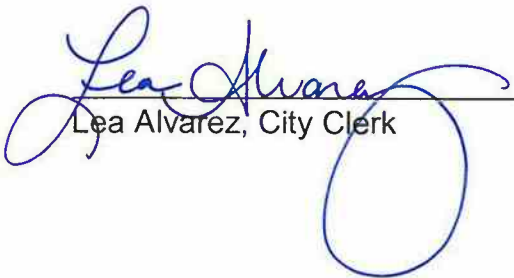
WHEREAS, the bylaws for the Kennesaw Sister Cities Commission will serve as its governing document and can be amended by the Commission and the Mayor and Council if deemed necessary and appropriate; and

WHEREAS, the Mayor and Council has determined the adoption of this resolution will further the mission of the Kennesaw Sister Cities Commission to facilitate cultural, economic, educational and other forms of exchange; and

NOW, THEREFORE, BE IT RESOLVED the City of Kennesaw hereby adopts the bylaws of the Kennesaw Sister Cities Commission with its affiliated structure, objectives, powers and responsibilities.

PASSED AND ADOPTED by Kennesaw City Council on this 7th day of September, 2021.

ATTEST:


Lea Alvarez, City Clerk



CITY OF KENNESAW:


Derek Easterling, Mayor

KENNESAW SISTER CITIES COMMISSION BYLAWS

.01 – Creation

- A. The Kennesaw Sister Cities Commission was established by the Kennesaw Mayor and Council by Resolution 2021-31 as an official City board with affiliated privileges and accountabilities.

.02 – Mission and Objectives

- A. The mission of the Kennesaw Sister Cities Commission is to promote cultural, economic and educational exchange between the City of Kennesaw and its Sister Cities as well as any other form of exchange the City may deem appropriate in the future. The Commission's objectives are:
 - 1. To cause the people of the City of Kennesaw and the people of similar cities abroad to acquire a consciousness of each other and to understand one another as individuals, as members of their community, as citizens of their country and as part of the family of countries.
 - 2. To foster as a consequence of such awareness and knowledge a continuing relationship of mutual support between the people of the City of Kennesaw and the people of similar cities abroad.
 - 3. To handle the initiation, formalization and maintenance of all Sister City relationships with the City of Kennesaw.
 - 4. To develop and enforce criteria for reviewing Sister City inbound inquiries, preparing outbound proposals and evaluating current relationships.
 - 5. To recommend to the Mayor and Council, City Manager, City departments and boards specific Sister City relationships, programs, events and other such matters.
 - 6. To collaborate with relevant Sister Cities, City departments, staff, boards and local, national or international organizations on such programs, events and other matters.

.03 – Responsibilities and Powers

- A. The Kennesaw Sister Cities Commission shall be authorized and encouraged to:
 - 1. Recommend to the Mayor and Council, City Manager, City departments and boards programs, international exchange opportunities, community outreach activities and other matters that promote the Commission's established mission.
 - 2. Propose an annual budget with anticipated revenues and expenditures and collect appropriate fees for such programs and activities in order to sustain the work of the Commission.
 - 3. Review all internal and external requests for Sister City partnerships, evaluate the effectiveness of such partnerships and provide recommendations to the Mayor and Council regarding their approval, denial or dissolution.
 - 4. Develop, utilize and update criteria regarding the recommendation of new Sister City partnerships and the performance of such partnerships, including but not limited to the effectiveness of its exchanges and the consistency of its communications with individual Sister Cities.

.04 – Board of Commissioners

- A. The Kennesaw Sister Cities Commission shall be governed by a Board of Commissioners with no more than seven (7) commissioners. At least four (4) of the commissioners must be City of Kennesaw residents, employees of a business or organization within City limits or a combination of such distinctions. The Board shall include:
 - 1. A commissioner from the Kennesaw Art and Culture Commission.
 - 2. A commissioner from the Kennesaw Downtown Development Authority.
 - 3. A staff member of Cobb Chamber of Commerce's Economic Development team.
 - 4. A staff member of Kennesaw State University's Division of Global Affairs.
 - 5. A staff member of the North Cobb School for International Studies.
 - 6. Two (2) members of the Kennesaw community dedicated to fulfilling the objectives of the Commission.
- B. The commissioners shall be appointed by the Mayor and ratified by the City Council with the recommendation of current commissioners and City staff before the first regular meeting of a new calendar year. The commissioners serve at the pleasure of the Mayor and Council and may be removed at any time with or without cause by a majority vote of the City Council.
- C. The commissioners shall be appointed to a two-year term.
- D. Any commissioner in good standing shall be eligible for reappointment by the Mayor and Council for an unlimited number of terms.
- E. The terms of the inaugural commissioners appointed at the first regular meeting shall be as follows: two (2) commissioners for a term of one year, three (3) commissioners for a two-year term and two (2) commissioners for a three-year term.
- F. The commissioners shall receive no compensation or expenses from the Kennesaw Sister Cities Commission or the City of Kennesaw.

.05 – Officers

- A. The Kennesaw Sister Cities Commission Board shall have a Chair, Vice-Chair and Secretary nominated from and elected by the Board of Commissioners annually at the first meeting of each calendar year.
- B. The Chair shall preside over all Commission meetings, sign documents and ensure all matters of the Commission are properly handled.
- C. The Vice-Chair shall exercise or perform all the duties and responsibilities of the Chair during their absence, disability or disqualification and fill the office of the Chair if it becomes vacant.
- D. The Secretary shall keep Commission records and prepare agendas, action and draft minutes and other relevant documents to submit to the City Clerk's Office.
- E. The Kennesaw Sister Cities Commission will also have a staff liaison from within the City who will be appointed by the City Manager to facilitate Commission projects with relevant staff, departments and boards and ensure the Commission remains within its purpose.
- F. The Kennesaw Sister Cities Commission will have a Council liaison who will be appointed by the Mayor during the first Mayor and Council meeting of the calendar year to communicate the interests of the Mayor and Council to the Commission and recommend the proceeding of Commission business.

.06 – Attendance, Removal, Resignation and Vacancies

- A. The Kennesaw Sister Cities Commission attendance policy is intended to encourage the full participation and contribution of all commissioners. An attendance problem occurs if any of the following conditions arise in regard to a commissioner's attendance at Commission meetings:
 - 1. The commissioner has two (2) unexcused absences in a row; this is when the commissioner fails to indicate to the Chair their inability to attend a meeting ahead of time.
 - 2. The commissioner misses one-third of the total number of Commission meetings in one (1) calendar year as a result of multiple unexcused absences.
- B. The Commission may recommend to the Mayor and Council by a majority vote the removal and replacement of any commissioner who has neglected their responsibilities through excessive absences or other forms of misconduct.
- C. Any commissioner may resign at any time by giving written notice to the Chair and Secretary.
- D. Any vacancy in the Board shall be filled by the Mayor and Council, and such appointed commissioner shall serve for the remainder of the unexpired term.

.07 – Conflict of Interest

- A. Whenever the Kennesaw Sister Cities Commission handles an agenda item in which a commissioner has ownership or other economic or vested interest, including the involvement of relatives, that commissioner shall be restricted from presenting, discussing (other than answering a direct question) or voting on the item.

.08 – Meetings and Quorum

- A. Regular meetings of the Kennesaw Sister Cities Commission shall be held monthly at City Hall on a reoccurring day of the week determined by the commissioners. The first meeting of the new calendar year shall be held to elect officers from within the Commission and to conduct other business that may come before the meeting.
- B. A majority of the Commission shall constitute a quorum. If a quorum is not present, no official Commission business shall be conducted.
- C. The Chair, when they deem necessary, or four (4) commissioners may call for a special meeting of the Commission, and each call for a special meeting shall be in writing, giving a minimum of twenty-four (24) hour notice to commissioners and the City Clerk's Office along with a prepared agenda.
- D. The Chair may cancel a regularly scheduled Commission meeting if there is a lack of business to conduct or an insufficient number of commissioners able to attend.
- E. All Commission meetings shall follow the notice, recordkeeping and public attendance requirements of the State of Georgia's Open Meetings and Open Records Acts.

.09 – Committees

- A. There shall be a standing committee presided over by a commissioner appointed by the Chair annually for each of the Sister Cities authorized by the Commission and the Mayor and Council. These subcommittees shall:
 - 1. Have the primary responsibility of developing programs with its Sister City in furtherance of the objectives established by this Resolution.

2. Ensure the City of Kennesaw is habitually and effectively in communication with its Sister City.
 3. Consist of commissioners, who will assist in the development of such programs with the Sister City.
- B. The Commission may create or dissolve other standing or ad hoc committees as necessary for the fulfillment of the Commission's objectives. Such committees shall be presided over by a commissioner appointed by the Chair annually or as needed.

.10 – Amendments

- A. These bylaws may be altered, amended or repealed by an affirmative vote of a majority of the Kennesaw Sister Cities Commission at any regular or special meeting.
- B. All amendments must be submitted to the Mayor and Council and ratified for final approval by the City Council, which reserves the right to reject any amendment with or without cause.



Item Report

TO: The Kennesaw Sister Cities Commission

FROM:

DATE: June 13, 2023

TITLE: Discuss Reaching Out to New Potential Sister City.

Summary:

Recommendation:

Fiscal Impact:

Attachments:

1. Response from Siena
2. List of Potential Sister Cities



COMUNE DI SIENA

IL SINDACO

Siena, May 11th 2023

The Honorable Derek Easerling
Mayor, City of Kennesaw
2529 J.O. Stephenson Avenue

Kennesaw, Georgia 30144

USA

Dear Hon. Mayor Mr. Easterling,

Thank you for your correspondence, however, I regret to inform you that, these days, are being held the Siena municipal elections, for the identification of the mayor who will rule the city in the next five years.

Consequently, my mandate has expired and will not be renewed.

My secretariat will forward your request to the international relations offices that will evaluate the proposed twinning with the next administration.

Very respectfully,

THE MAYOR

Luigi De Mossi

Luigi De Mossi
Sindaco

Palazzo Pubblico
Piazza del Campo 1
53100 Siena
tel. 0577 292207/2120/2473
sindaco@comune.siena.it

List of Potential Sister Cities

<u>Potential Sister City Nomination</u>	<u>Active Sister City Relationships</u>	<u>Population</u>	<u>Relevant Connection(s)</u>
Montepulciano, Italy	• Moulins, France	13,984	• KSU's 1st permanent international school
Siena, Italy	• Avignon, France • Concord, North Carolina (2016) • Weimar, Germany (1994) • Wetzlar, Germany (1987)	53, 901	• St. Catherine of Siena Catholic Church which is located in Kennesaw City limits
Nassau, Bahamas	• Detroit, Michigan • Winston-Salem, North Carolina	274,000	• None, but the contact at the Bahamas Consulate in Atlanta was excited at the potential
Varde, Denmark	• San Mateo, California (1969)	14,039	• Personal connection from Commissioner Jensen
Seoul, South Korea	• 23 Sister Cities. 3 of which are in the U.S. (Honolulu, HI; San Francisco, CA; Washington D.C.)	9.7 million	• KSU International Summer School Program at Soongsil University
Haifa, Israel	• 22 Sister Cities. 2 of which are in the U.S. (San Francisco, CA; Fort Lauderdale, FL)	285,316	• KSU Exchange Program at the University of Haifa
Quebec City, Canada	• Bordeaux, France • Calgary, Alberta	531,902	• KSU Summer Business & French Exchange

			Programs at the University of Laval
Kothen, Germany	• Siemianowice, Poland (1993) • Wattrelos, France (1990)	25,244	• KSU Graduate Exchange Program at Anhalt University
Nagoya, Japan	• Los Angeles, California (1959), • Mexico City, Mexico (1978), • Nanjing, China (1978) • Sydney, Australia (1980) • Turin, Italy (2005) • Reims, France (2017)	2.2 million	• KSU Exchange Program at Chukyo University
Madrid, Spain	• 13 Sister Cities. 2 of which are in the U.S. (New York, NY; Miami, FL).	3.2 million	• KSU Exchange Program at the Universidad Carlos III de Madrid