



**SISTER CITY COMMITTEE**  
**Town Center Hall – Meeting Room No. 1**  
**Meeting of Monday, November 4, 2013**

**MINUTES**

Chairperson Susan Johnston called the meeting to order at 6:32 p.m.

**1. ROLL CALL:**

*Present:* Lucy Gomez, Susan Johnston, Andrea Lopez, Jimmy Mendoza, Marcella Obregon, Mary Reed, Dolores Romero, Marlene Vernava, Martha Villanueva, Jeannette Wolfe, Doris Yarwood, Charlotte Zevallos, and Manny Zevallos

*Council Liaison:* Councilmember Laurie Rios

*Staff:* Michelle Smith, Executive Secretary to the Sister City Committee  
Lori Balderrama, Administrative Clerk II

*Absent:* Francis Carbajal, Rigo Estrada, Kimberly Mette, Peggy Radoumis, Ted Radoumis, Dominique Velasco

**2. APPROVAL OF MINUTES**

A motion was made by Charlotte Zevallos and seconded by Jimmy Mendoza to approve the Minutes of October 7, 2013. The motion was carried unanimously.

**3. COUNCIL LIAISON REPORT:**

- Councilmember Laurie Rios shared that the Farmers Market has been well attended and will continue year round. Every third Thursday of each month the hours have been extended to 7:00 p.m.
- The Activity Center is back in business as of November 4, 2013.
- The month of October was a very busy month and events such as: Red Ribbon Parade, Sugar Skull Workshop at Heritage Park, the Haunted House and Halloween Carnival & Parade at Los Nietos Park, were all wonderful and successful events. Mrs. Rios said that every event was very well attended by members of the community and that she was very thankful to all staff for their hard work.
- The Indian Pow-wow took place on November 2-3, 2013, at Heritage Park. This event was also a great event with a great turn out. Mrs. Rios confirmed that the Native Hope International will be back again next year to put on the Pow -wow in 2014.
- Mrs. Rios reminded the committee that General Elections will take place on Tuesday, November 5, 2013, and she encouraged everyone to go out and vote. She also reminded everyone to vote "yes" on "Measure S" which would also be on the ballot.
- Don't miss the Women's Club Holiday Boutique On Friday, November 15, 2013.

- On November 18, 2013, at 6:00 p.m. the City will hold a public information meeting at the Town Center Hall for the purpose of informing residents about the I-5. It will also include the construction of the Florence Avenue segment and the impact it will have on residents that live there.
- The 48<sup>th</sup> Annual Citizenship Awards reception takes place on Thursday, November 21, 2013, from 2:00 p.m. -3:30 p.m. There is no charge to attend, however, you must call the Chamber to reserve a seat.
- Councilmember Bill Rounds has generously donated a collection of children's vintage books from his mothers book collection. It is on display at the library for those who would like to stop by and see it.

#### 4. **EXECUTIVE SECRETARY REPORT – MICHELLE SMITH**

**Measure "S" Handouts** - On behalf of the City Manager, Thaddeus McCormack, each committee member received a handout which explained in detail what the Measure "S" - Oil-Production Tax Measure consists of, so that they are fully aware of what they are voting for come the November 5, 2013 elections.

**Fiestas Patrias 2014** - Eddie Ramirez was not able to attend the Sister City Committee meeting to discuss the Fiestas Patrias 2014 - (Navojoa) with the committee. He will be invited to attend the next meeting in January.

**Sugar Skull Workshop Evaluation** - The committee did not do so well fundraising at this event. They raised a total of \$56.00 selling nachos, sodas and water.

**Haunted House/Halloween Carnival Evaluation** - A total of \$171.00 was raised during this event from the sales of Nachos, and hot beverages.

**City Facilities Closure** -All City Facilities including City Hall will be closed the week between the Christmas and New Year holidays from December 24, 2013 through January 1, 2013 due to furloughs.

#### 5. **OLD BUSINESS**

**Youth T-shirts** – Doris Yarwood received a quote for \$8.00 per T-shirt. A motion was made by Charlotte Zevallos and seconded by Marlene Vernava to have gray t-shirts with black lettering for the adult committee. The motion was carried unanimously.

Another motion was made by Charlotte Zevallos and seconded by Jimmy Mendoza to allow Jeanette to issue two (2) checks, each check for an amount not to exceed \$500.00 for the orders of both the youth and adult shirts. The motion was carried unanimously.

**Pin Order** – Committee members agreed to remove this item from the agenda.

**Airfare** – Airline tickets were purchased.

**Subcommittee Assignments** - The next super committee meeting will be on November 26, 2013. If Peggy Radoumis cannot make the meeting, Dolores Romero will attend in her place.

**6. NEW BUSINESS**

**Holiday Dinner** – Mary Reed presented location options and pricing to the committee. A motion was made by Charlotte Zevallos and seconded by Andrea Lopez to have the Committees Holiday Dinner at the Woodgrill on December 2, 2013 at 6:30 p.m. The motion was carried unanimously. Committee Members were reminded to bring an unwrapped gift for the neighborly elf program plus an additional \$5-\$10 for the cash donation envelope.

**7. TIRSCHENREUTH & YOUNG AMBASSADORS**

Travel arrangements are being discussed between the Committee and Tirschenreuth due to possible travel date changes.

**8. FINANCIAL REPORT – JEANNETTE WOLFE**

A copy of the financial report was distributed to all committee members. Jeanette Wolfe reviewed the reports in detail. A motion was made by Charlotte Zevallos and seconded by Jimmy Mendoza to accept and file the financial report. The motion was carried unanimously.

A motion was made by Charlotte Zevallos and seconded by Dolores Romero to allow Jeanette Wolfe to cut a check in the amount of \$122.58 to pay the taxes for the fireworks.

Jeanette Wolfe will get a quote for the committee's tax preparation and she will bring it to present to the committee at the next scheduled meeting.

**9. FUTURE AGENDA ITEM**

- Super Committee Code of Conduct (Dolores Romero)
- New applications
- Fiestas Patrias - Navojoa (Eddie Ramirez)

**11. ANNOUNCEMENTS**

Committee members shared their announcements accordingly.

**12. ADJOURNMENT:** The meeting was adjourned at 7:28 p.m. The next meeting will be held on Monday, January 6, 2014, at 6:30 p.m. at the Town Center Hall.

Respectfully submitted,

Michelle Smith,  
Executive Secretary