

**NOTICE OF MEETING
SISTER CITIES PROGRAM COMMITTEE
OF THE CITY OF GALVESTON
TUESDAY, OCTOBER 14, 2025 - 11:30 AM
CITY HALL - ROOM 204
823 ROSENBERG, GALVESTON, TEXAS
TELEPHONE: (409) 797-3510**

AGENDA

1. Declaration Of A Quorum
2. Roll Call
3. Consider Approval Of Meeting Minutes
 - 3.a Draft Minutes - September 16, 2025
4. Public Comment
5. Ex-Officio CM Sharon Lewis update - 60th Anniversary
6. Asst. City Secretary update - 60th Anniversary
7. Update on Sister Cities
 - 7.a Niigata
 - 7.b Macharaviaya
 - 7.c Stavanger
 - 7.d Veracruz
8. Additional Input from the Committee, Staff, and Guests
9. Date and Time of Next Meeting
10. Adjournment

I certify that the above Notice of Meeting was posted in a place convenient to the public in compliance with Chapter 551 of the Texas Government Code on 10/8/2025 at 10:45 AM.



Manuela "Nellie" De La Fuente
Assistant City Secretary

Please note: members of the City Council may be attending and participating in the discussion. In

accordance with the provisions of the Americans with Disabilities Act (ADA), persons in need of special accommodation to participate in the proceeding shall, within 3 days prior to any proceeding, contact the City Secretary's Office, 823 Rosenberg, Galveston, Texas (409) 979-3510.

Draft - Pending Approval
**MINUTES OF THE SISTER CITIES PROGRAM COMMITTEE
OF THE CITY OF GALVESTON
REGULAR MEETING - SEPTEMBER 16, 2025**

9/16/2025 - Sister Cities Program Committee Minutes

1 Declaration Of A Quorum

Meeting started at 11:35 AM

2 Roll Call

Present: Chair Cappadona, Vice-Chair Sidney Tregre, CM Adams, CM Donna Williams, CM Pat Williams, Via-Telephone: CM Pat Bolton-Legg Staff: Asst. City Secretary, Nellie De La Fuente, Martha Alvarez, Senior Adm. Asst. Absent: CM Donlon and Ex-Officio Sharon Lewis

3 Consider Approval Of Meeting Minutes

3.A Draft Minutes - August 12, 2025

Motion to approve the minutes of August 12th by CM D. Williams

Second by Vice-Chair Tregre

Motion passed by those present

4 Public Comment

Martha (Senior Adm. Asst) went over the Attendance Policy with the Committee Members

5 CM Ex-Officio Sharon Lewis Update/ Concerns

Martha (Senior Adm. Asst) spoke on behalf of Ex-Officio Lewis two items: 1) The Committee did not recall their request for including Afro American History in Galveston. Therefore, I am withdrawing my request to include the Old Cultural Central visit. 2) Beau Yarbrough has agreed to host the three guests that usually stay at the Meridian from November 14th thru November 30th. As soon as Martha gets conformation from Mr. Yarbrough, she will be sending out his email so the committee can forward it to Niigata.

6 Asst. City Secretary Update

Asst. City Secretary Nellie presented the Committee with the Edited Donation Letter that the Finance Department drafted up. Also, she presented the email from the Finance Department with questions for the Chair and Vice - Chair needs to answer in order to put the finishing touches on the letter.

7 Update on Sister Cities

7.A Niigata

Vice-Chair Sidney passed out the Daily Planners and went over all of them. CM D. Williams stated that she is going to welcome them at the Airport with a sign and invited anyone who would like to join her. Volunteer Jack is a driver. Vice-Chair went over the entire schedule.

7.B Macharaviaya

N/A

7.C Stavanger

N/A

7.D Veracruz

N/A

8 Additional input from Board, Staff, and Guests

Vice-Chair announced that we need to send Jack (Volunteer) all our pictures of us in the past with Niigata and pictures of our trip when we went to visit Niigata. Jack is going to get with our Public Information Officer (Marissa Barnett) to discuss the equipment and set up needed in order to do this slide show while the event is taking place.

9 Date and Time of Next Meeting

October 14th next meeting in Room 204 at 11:30 am

10 Adjournment

Meeting adjourned at 12:30 pm



Manuela "Nellie" De La Fuente
Assistant City Secretary