

**MINUTES OF THE SISTER CITIES PROGRAM COMMITTEE
OF THE CITY OF GALVESTON
REGULAR MEETING - AUGUST 12, 2025**

8/12/2025 - Sister Cities Program Committee Minutes

1 Declaration Of A Quorum

Meeting started at 11:30 am

2 Roll Call

**Present: Chair Cappadona; Vice Chair Tregre; CM Adams, CM Donlon;
CM Bolton-Legg; CM Donna Williams and CM Pam Williams;
Ex-Officio Council Member Sharon Lewis
Staff: Assistant City Secretary Nellie De La Fuente and Senior Administrative
Assistant Martha Alvarez**

3 Consider Approval Of Meeting Minutes

**Motion to approve the minutes from July 14, 2025 with the following corrections:
The two Galveston Citizens that the Chair invited to the meeting and
the correction of the date on the second page; first paragraph
on the fourth line.**

Motion second by Vice-Chair Tregre.

Motion carried..

4 Public Comment

**Volunteer Jack mentioned that he submitted his Article through the online portal
twice but has not heard anything back yet and he did follow up by email as well.
Administrative Asst. Martha spoke on the new House Bill 15:22 regarding the new
agenda posting, reported on the attendance that each committee member must
attend 75% of the twelve month period. She was also asked by Vice-Chair Tregre
to look into if the CItY had a Screen Projector for the committee to use the day
of the event. Martha reported that the CItY did indeed have a projector and the
measurements are 95.9 inches long and 72 inches wide.**

5 Update on Sister Cities

5.A

- Niigata

- Macharaviaya
- Stavanger
- Veracruz

6 Asst. City Secretary Update

Assistant City Secretary Nellie stated that the City of Galveston is only responsible for the nine Niigata City Representatives as far as lodging, transportation, polar express tickets, entertainment, and food for the 60th anniversary. The City of Galveston must stay within the \$15,000 budget.

7 Additional input from Board, Staff, and Guests

Volunteer Jack stated that he was going to proofread the Chair's rough draft donation letter and email it back to Assistant City Secretary Nellie to do the same. Asst. City Secretary Nellie stated that she would get with the Legal Dept. and the Finance Dept. sometime the following week to see what we can and can not do regarding receiving donations.

8 Date and Time of Next Meeting

Next meeting is September 16, 2025

9 Adjournment

Meeting adjourned 12:15 pm

A handwritten signature in black ink, appearing to read 'Manuela "Nellie" De La Fuente'.

Manuela "Nellie" De La Fuente
Assistant City Secretary
September 16, 2025