

# ORIGINAL

## RESOLUTION NO. 194

### A RESOLUTION OF THE CITY OF SHORELINE, WASHINGTON, ADOPTING A SISTER CITY RELATIONSHIP POLICY

WHEREAS, the City Council adopted Resolution No. 53 encouraging the creation of a Sister Cities Association; and


WHEREAS, the Shoreline Sister Cities Association has recently been incorporated as a non-profit association by the State of Washington; and

WHEREAS, the City Council now wishes to establish a Sister City Relationship Policy;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SHORELINE, WASHINGTON AS FOLLOWS:

Section 1. The Sister Cities Relationship Policy attached hereto as Exhibit A is hereby adopted.

ADOPTED BY THE CITY COUNCIL ON OCTOBER 14, 2002.

  
\_\_\_\_\_  
Mayor Scott Jepsen

ATTEST:

  
\_\_\_\_\_  
Sharon Mattioli, CMC  
City Clerk

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Exhibit A

## Sister City Relationship Policy

### **OBJECTIVES**

The City of Shoreline in entering into sister city relationships seeks international relationships which will enhance its citizens' understanding of other cultures, and/or which will allow the City to engage in productive and mutually beneficial exchanges of new technology, techniques, and solutions to problems with cities of comparable development. The City will support and encourage the establishment of sister city affiliations which serve the following objectives:

- To provide opportunities for citizens that live or work in Shoreline who wish to participate in social, cultural, educational, governmental, environmental, and economic exchanges.
- To provide citizens arts and cultural heritage exchanges
- To enhance citizens' economic well-being by developing opportunities for trade and tourism.
- To provide opportunities for citizens that live or work in Shoreline to work on international projects.
- To share expertise in addressing problems.
- To promote tourism and develop trade and economic ties in Shoreline with other parts of the world.
- To increase knowledge of and sensitivity to diversity here and abroad.

### **SELECTION GUIDELINES**

The following is a composite of different factors for consideration when selecting a sister city. These factors are recognized as subjective in nature and are to be used as general tools to assist in the selection process. The awareness that a desire to learn from and share experiences with another city can, in some cases, balance the lack of similar characteristics with a potential sister city.

Strong Shoreline community support.

Existence of a city organization or city sanctioned organization able to work closely with the Shoreline Sister City Association

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Similarity to the City of Shoreline in terms of:

- size, in relation to the region, e.g., the City of Shoreline is approximately 11 square miles; Seattle is approximately 84 square miles. King County is approximately 2126 square miles.
- population, in relation to the region, e.g., the City of Shoreline's population is 53020. Seattle has a population of 563,374.
- the proposed city has infrastructure challenges presented by a similar geographic condition, e.g., hilly terrain, surrounded by mountains and arms of the sea; density; infrastructure in place to allow accessibility to and from city.
- the proposed city has a similar role in the region, e.g., a key player in regional, economic and political activities.

A history of informal relations between the two communities

Common ethnic or cultural heritage with residents of Shoreline

An interest in sharing views and information on issues of governance and citizen participation in public affairs

An interest in developing business, tourism and economic ties in Shoreline

An interest in sharing views and information on issues of governance and citizen/governmental relationships.

Recognized as a municipal government or similar political subdivision of an independent state of the world with which the United States has diplomatic relations at the time the selection is considered.

## **SELECTION PROCESS**

In order to ensure that sister city affiliations reflect the community's interests, requests for the City for sister city affiliations shall be evaluated as follows:

### **Affiliation Request requested by Another City to Shoreline**

- If the City receives a request for a potential sister city relationship from another city, the matter will be referred to the Shoreline Sister Cities Association for review and a recommendation.
- The Shoreline Sister Cities Association will review the request and make a recommendation to the City.
- The City will review requests for establishing relationships, with the City Council making a formal decision on whether or not to proceed.

### **Affiliation Request initiated by Shoreline to Another City**

- Requests from residents wanting the City to consider initiating a sister city relationship with another city will be forwarded to the Shoreline Sister Cities Association for review.

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- The Shoreline Sister Cities Association will review and recommend action to the City. The City Council will consider the request and take action accordingly.
- If the Council's consensus support is to proceed, the Mayor will send a letter on behalf of the community and City Council, inviting the other city to work with the Shoreline Sister Cities Association to establish a relationship.
- If the other city responds favorably, the Shoreline Sister Cities Association will make a recommendation to the City for formal consideration of the relationship by the City Council.

## **C. Optional Friendship City Status:**

- **The City Council can designate a city as a Friendship City for the first two years. The designation of Friendship City means that there is no formal structure to the city-to-city relationship and there are no formal obligations between the cities. The two-year trial period will give both cities the opportunity to continue to gauge compatibility and to determine if there is a long-term commitment on the parts of both cities to enter into a formalized sister city relationship.**
- **A "Memorandum of Understanding" between the City of Shoreline and the Friendship City will be prepared agreeing to a plan of action for the two-year trial time period. If needed, an extension of up to an additional two years may be granted by the City Council.**
- **A "Memorandum of Understanding" between the Shoreline Sister Cities Association and the City of Shoreline agreeing to a plan of action of how the non-profit organization will support the friendship city relationship being established within the City's existing resources, staffing and authority.**
- Following the two-year Optional Friendship City period, the Shoreline Sister Cities Association will make its final recommendation to the City prior to final decision regarding an on-going formal sister city relationship by the City Council. This recommendation will be based on the accomplishments of the Shoreline Sister Cities Association related to the plan of action outlined in the memorandum of understanding and the accomplishments of the plan of action between the Friendship City.

## **D. City Involvement**

The City supports the Shoreline Sister Cities Association through largely indirect means, and does not intend to provide on-going funding for operations. In general, the City will support the Association's efforts through combined promotion and publicity efforts, assisting with scheduling Council and Staff attendance at local exchanges, visits by delegations and providing meeting room space for Association business. The City may also work with the Association to provide opportunities for exchanges with recreational programming and special events as resources allow. The City may support the Association as a dues paying member.

**E. Annual Review of Sister City Relationship**

Following the establishment of a formal Sister City relationship, the City Manager, with the assistance of the Shoreline Sister Cities Association's leadership, will present an annual report to the City Council at a regularly scheduled workshop meeting. This report should outline the current plan of action, the accomplishments of this plan, and recommendations for updating the plan with new goals for the following calendar year. The City Council may provide input on additional plans/activities for the coming year.

**F. Termination**

The City Council can terminate a sister city relationship for the following reasons:

- Upon recommendation from Sister Cities Association due to lack of participation, resources or interest on behalf of either City or related supporting groups.
- Lack of progress on accomplishing the goals and activities planned for the previous year
- Behavior on the part of the Shoreline Sister Cities Association, its volunteers, or paid staff, that violates federal, state or local laws.