



## CITY ATTORNEY'S OFFICE

CITY HALL  
10300 TORRE AVENUE • CUPERTINO, CA 95014-3255  
TELEPHONE: (408) 777-3403 • FAX: (408) 777-3366  
CUPERTINO.ORG

### CITY COUNCIL STAFF REPORT

Meeting: April 2, 2025

#### Subject

Updates to the Policies and Guidelines on Sister Cities, Friendship Cities, and International Delegations pertaining to international travel

#### Recommended Action

Postponement of the Sister City policy update to the April 15, 2025 Council meeting.

#### Reasons for Recommendation

At the March 4, 2025 meeting, the City Council passed a resolution to continue the item with direction to bring back a redlined version with proposed changes for Council consideration within one month. However, the Sister City policy update will not be ready in time for the April 2, 2025 meeting. The City Attorney is requesting a postponement to the April 15, 2025 meeting.

#### Sustainability Impact

No sustainability impact.

#### Fiscal Impact

If updates are eventually adopted, such updates might permit the City Council to limit the number of trips and officials traveling to sister cities on an annual basis, which will result in savings.

#### California Environmental Quality Act

No California Environmental Quality Act impact.

---

Prepared by: Floy Andrews, City Attorney

Approved for Submission by: City Manager