



## Sister Cities Committee

**CHAIR**  
Alderman Russell W. Stamper, II

**MEMBERS**  
Al Durtka, Charles Vang, Oscar Tovar, Tiffany Barta



City Hall, 200 E. Wells St., Milwaukee, WI 53202 | (414) 286-2221 | Fax (414) 286-3456 | [www.milwaukee.gov/sistercities](http://www.milwaukee.gov/sistercities)

April 7, 2017

Khay Khong  
Market Development Director  
International Business Development  
201 W. Washington Ave.  
Madison, WI 53703

Pan-African Community Association  
Attn: Fessahaye Mebrahtu  
4063 N. 64th St., Unit A  
Milwaukee, WI 53216

RE: Medan, Indonesia 2017 Sister City Relationship Annual Report

Dear PACA and Mr. Khong,

According to Section 335-3-7 of the Milwaukee Code of Ordinances, the sister city relationship sponsoring entity shall submit an annual report to the City of Milwaukee, Sister City Committee within 30 days following the anniversary of the date on which the mayor signed the resolution establishing a sister city relationship.

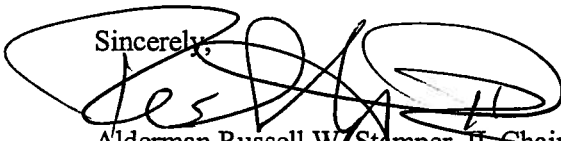
The anniversary date of the sister city relationship with Medan, Indonesia is May 22<sup>nd</sup>. Attached is an annual report form for your completion. Please submit your completed 2017 Annual Report form detailing current and recent activities, accomplishments, and other relevant information as referenced in the form concerning the sister city relationship, to Chris Lee, 200 E. Wells St., Room 205, Milwaukee, WI 53202 by **June 21, 2017**.

If you have any questions, please contact the Staff Assistant to the committee, Chris Lee at 414-286-2232 or [clee@milwaukee.gov](mailto:clee@milwaukee.gov).

Failure to submit the annual report by **June 21, 2017** may result in the Committee to move termination of the relationship at its next scheduled meeting.

Please note that a benefit of being a part of the City of Milwaukee Sister Cities program is that the Sister Cities International annual membership fee is paid by the City of Milwaukee.

Thank you for your prompt response in this matter.

Sincerely,  
  
Alderman Russell W. Stamper, II, Chair  
Sister Cities Committee

# Sister City Relationship Annual Report\*

City Clerk's Office  
 City Hall, Room 205  
 200 E. Wells Street

Milwaukee, WI 53202 PH: (414) 286-2221 WEB: [www.milwaukee.gov/sistercities](http://www.milwaukee.gov/sistercities)



APPLICATION ORGANIZATION		
Name		
Mailing Address		
Website		
PERSON IN CHARGE OF ORGANIZATION FOR MILWAUKEE		
Name		Phone
Mailing Address		Email
SISTER CITY		
Name	Country	Population
PERSON IN CHARGE OF ORGANIZATION FOR SISTER CITY		
Name		Phone
Mailing Address		Email

Please attach the following information

**Updated information about the sister city:**

- Areas of mutual interest and involvement between Milwaukee and the sister city in the areas of culture and business
- Details of communication and consultation with the sister city regarding the existing relationship
- Updated information regarding the local organizational structure in the sister city that supports the relationship including number of members, their professional and business background, names and contact information

**Updated information about the applicant organization:**

- Organizational status (e.g. 501c-3). List Board of Directors and attach bylaws
- Number of members, their professional and business background, names and contact information
- Progress of the goals of the organization regarding the sister city relationship
- Progress of activities of the organization in relation to the sister city
- Progress of the methods the organization uses to meet the goals of the sister city relationship
- Financial base of the organization and funds available to support the sister city relationship
- Evidence of local community support for the sister city relationship, including additional financial support and interest in exchange program

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**\*Note: An annual report must be submitted to the Sister Cities Committee within 30 days following the anniversary of the date on which the mayor signed the resolution establishing the relationship.**