



Our Vision

Red Wing thrives as a vibrant, creative river town that values its natural environment, welcomes all people, and unlocks opportunity for everyone.

Our Mission

We strive to create a sustainable, healthy, accessible, resilient, and equitable community where every person feels at home.

Meeting Announcement and Agenda Sister Cities Commission Regular Meeting City Council Chambers, 315 West 4th Street, Red Wing, MN & Virtually Wednesday, July 22, 2026, at 5:15 PM

This meeting will be held in the City Hall Council Chambers and virtually via Webex at the same time. Members of the public can join this meeting either in person at City Hall or virtually. [Join this meeting via Webex](#). To join via telephone, please dial (415) 655-0001. Enter access code 2551 105 3025 and password 2026 when prompted.

1. Call to Order

2. Roll Call

3. Approval of Agenda

3.A. Motion and second to approve the agenda for Wednesday, July 22, 2026

4. Approval of Minutes

4.A. Motion and second to approve the meeting minutes from May 27, 2026

4.B. Motion and second to approve the workshop minutes from June 24, 2026

5. Public Comment

We now invite anyone to share their thoughts on a topic that is not on the agenda. We welcome all opinions and ideas. We appreciate you stating your name at the lectern, and please remember that personal attacks may be ruled out of order. You will have up to three minutes to comment, and we appreciate your time in coming tonight.

6. Motions & General Business

6.A. Finance Report (Lisa) - Motion and second to adopt finance report

6.B. Motion and a second to reallocate \$600 of unused funds from the 2026 YAAS competition to the Ikata welcome event and farewell dinner line item and also reallocate \$1000 from the Quzhou expense line item and put \$500 in Misc. general expenses and \$500 in Miscellaouts expenses - Ikata.

7. Committee Reports

7.A. Ikata Student Exchange Update

- Any changes or needs for pick-up from the airport?
- Parade update - registration submitted, door decals ordered, meeting location/time?, items for parade have arrived in Lisa's office.
- Booth at River City Day's with City of Red Wing - anyone willing to participate (need date and time available to be there - talk to Lisa)
- Any additional needs for Farewell dinner - final count, time, meal, etc.

7.B. Quzhou Friendship Delegation - Mayor locco does not believe it is not a good time to travel to Quzhou and would like to look at the Spring of 2027. Lisa will work with Tao to communicate this to Quzhou.

7.C. YAAS Committee Update - On Friday, July 14th from 2:30-3:30 ET, SCI will host a 2026 Virtual YAAS Winners Celebration where they will introduce this year's participants, announce the 2026 YAAS winners and reveal the 2027 YAAS them. This is open to anyone who wishes to virtually attend, and the link was e-mailed out to commission members.

8. Adjournment

Accommodations for signing interpreter, Braille, large print, etc. can be made. Call City Hall at 385.3600 seven days prior to the need. Hearing assistance devices are available during meetings.

**Red Wing Sister Cities Commission
Regular Meeting
City Council Chambers
May 27, 2026**

Members Present: Commissioners Ingrid Hokanson, Renee Kreye, Ashlyn Werner, Danielle DeWitt, Tricia Perau, Kendal Swanson, Alexandra Klitzke, and Sheena Whitlock (arrived at 5:20 p.m.), and Student Advisory Member Nisha Catarino Santiago

Members Absent: Chair Austin Knott, Commissioners Tammy Jaynes, and Kim Clancy (excused absence)

Others Present: Lisa Acker, Staff Liaison

1. Call to Order

Pro Tem DeWitt called the meeting to order at 5:16 p.m.

2. Roll Call

Roll call was conducted. Commissioners Hokanson, Kreye, Werner, DeWitt, Whitlock, Perau, Swanson, Klitzke, and Student Advisory Member Catarino Santiago were in attendance.

Chair Knott and Commissioners Jaynes and Clancy previously indicated they would be absent.

A motion was made by Commissioner Kreye, seconded by Commissioner Perau to approve the absent members. A vote was conducted, and the motion carried unanimously by a vote of 7:0.

3. Approval of Agenda

A. Approve Meeting Agenda for May 27, 2026.

A motion was made by Commissioner Swanson, seconded by Commissioner Klitzke, to approve the agenda as drafted. A vote was conducted, and the motion carried unanimously by a vote of 7:0.

4. Approval of Minutes

A. Approve the Meeting Minutes from March 25, 2026.

B. Approve the Workshop Minutes from April 22, 2026.

A motion was made by Commissioner Perau, seconded by Commissioner Werner to approve the minutes as drafted for both the March 25 and April 22 meetings. A vote was conducted, and the motion carried unanimously by a vote of 7:0.

5. Public Comment

No one wished to address the Commission.

6. Motions & General Business

A. Motion to Approve Purpose Statement for the Red Wing and Ikata, Japan Sister City Student Exchange.

Staff Liaison Acker explained that the Purpose Statement was written to guide the trip and provide a rationale, and was completed at the workshop in April.

Commissioner Perau read the Purpose Statement.

A motion was made by Commissioner Klitzke to approve the purpose statement. The motion was seconded by Commissioner Kreye, a vote was conducted, and the motion carried unanimously by a vote of 7:0

B. Finance Report.

Staff Liaison Acker reviewed the recent expenses and donations. She presented the estimated costs for the Ikata trip. She asked the Commission to move to cover the cost of the chaperone's airline ticket. She explained that asking the Commission for scholarships for the trip is not new, but it has not been necessary recently, and that there are plenty of funds available for scholarships. She asked the Commission to give a \$500 scholarship to each Ikata student. She reviewed each student's fundraising status for the trip, as found in the Agenda Packet.

Commissioner Whitlock arrived at 5:20 p.m.

A motion was made by Commissioner Perau to approve the Finance Report. The motion was seconded by Commissioner Swanson, a vote was conducted, and the motion carried unanimously by a vote of 8:0.

A motion was made by Commissioner Kreye to approve up to and additional \$750 for chaperone airfare. The motion was seconded by Commissioner Swanson, a vote was conducted, and the motion carried unanimously by a vote of 8:0.

The Commission discussed giving each student a \$500 scholarship.

A motion was made by Commissioner Perau to approve a \$500 scholarship for each student participant. The motion was seconded by Commissioner Hokanson, a vote was conducted, and the motion carried unanimously by a vote of 8:0.

Staff Liaison Acker asked Pro Tem DeWitt to let the families know that the \$500 scholarship was approved.

Commissioner Perau asked whether families were okay with the amount in the email that still needed to be paid. Pro Tem DeWitt noted that every family was

okay with the number in the email.

The Commission discussed keeping the additional bagging days and noted that families could choose whether to participate, knowing they might have to pay more for the trip.

7. Committee Reports

A. Ikata Student Exchange Committee Report.

Pro Tem DeWitt shared what the students had done for fundraising for the trip. She noted that shirts have been given to the students, and ordered for others who wanted them, and airfare has been purchased. She shared the dates for the trip and that bios had been sent to Japan. Commissioner Werner stated that the students have had some pre-departure experiences.

Pro Tem DeWitt gave an update on the committee's preparations for the Japanese students in Red Wing. She noted the importance of an agenda for the families and reviewed the current agenda. Commissioners Perau, Swanson, and Whitlock gave an update on items that had been done for the agenda.

Commissioner Kreye asked who would get the gifts for the chaperone to bring to Ikata. Pro Tem DeWitt stated that the committee had not discussed that and would look into it. Staff Liaison Acker stated that there is a \$200 budget for gifts and a list of specific people for whom they are purchased. She reviewed the budget for the Japanese students being in Red Wing.

The Commission discussed events and budget items for the students coming to Red Wing.

B. Quzhou Adult Delegation Committee.

Staff Liaison Acker reported that there is still interest in going and asked whether this is the correct time to take the trip. The decision does not need to be made yet. She added that the Mayor is looking into who wants to go and what they would prefer for timing. She noted that the Quzhou subcommittee could help with Ikata matters, as there is not much to do.

C. Community Activities/Commission Awareness.

Staff Liaison Acker asked the Commission to come up with one idea to raise awareness of the sister cities within the City and bring it to the June meeting.

8. Communication Items

A. Thank You to Student Liaison Nisha Catarino Santiago.

Pro Tem DeWitt shared that Student Liaison Nisha Catarino Santiago's term was ending and thanked her for her time.

B. Updated Contact Listing.

Staff Liaison Acker attached the Agenda contact information for everyone, committee information, and the schedule for the rest of the year. She pointed out that the Student Liaison would be a voting member for their next turn.

9. Adjournment

Pro Tem DeWitt adjourned the meeting at 6:14 p.m.

**Red Wing Sister Cities Commission
Workshop
Community Development Building
June 24, 2026**

Members Present: Chair Austin Knott, Commissioners Tammy Jaynes (remote), Ingrid Hokanson, Ashlyn Werner, Danielle DeWitt, Tricia Perau (remote), Alexandra Klitzke, and Kendal Swanson

Members Absent: Commissioners Kimberly Clancy and Renee Kreye (excused absence)

Others Present: Lisa Acker, Staff Liaison

1. Roll Call

Roll call was conducted. Chair Knott and Commissioners Jaynes, Hokanson, Werner, DeWitt, Perau, Klitzke, and Swanson were in attendance.

Commissioners Kreye and Clancy previously indicated they would be absent.

2. Public Comment

No one wished to address the Commission.

3. Workshop Items

A. Resignation of Commissioner Sheena Whitlock.

Chair Knott acknowledged the resignation of Commissioner Whitlock, who is relocating out of state, and thanked her for her service.

B. Finance Report and Ikata Student Fundraising Update.

Staff Liaison Acker reviewed the recent expenses, donations, fundraising totals, and estimated trip costs. Commissioner Werner and DeWitt presented the gifts purchased for the Ikata Student Exchange. Any remaining fundraising proceeds will be collected after the final grocery-bagging event.

C. Ikata Student Exchange Update.

Commissioner DeWitt shared that July 2 and 3 were the last grocery-bagging dates. She described what would be discussed in the upcoming student prep meeting led by Commissioner Werner. She noted that Commissioners were needed for some upcoming events. Commissioners volunteered for various upcoming events.

Commissioner DeWitt asked what the Commission had for décor and what else would be needed for the event on August 7. The Commission discussed buying some things, checking the closet for supplies, and checking in with Piknik.

Staff Liaison Acker noted that if the Commission purchases anything, keep the receipts for reimbursement.

Commissioner DeWitt stated that on August 2, there would be a parade and Commissioners would be needed to help. Volunteers were identified for the parade.

Commissioner DeWitt asked for volunteers on August 1, 3, 5, and 6 to be with the chaperones on the free days. Commissioners volunteered to help on various days.

The Commission discussed talking to former Commissioner Gretchen Anderson about the other days. Scott Perau offered to take the chaperones on a fishing trip on any day.

The Commissioners discussed a request for Ikata students to stay together during their visit. Commissioners agreed students should remain with their assigned host families, while allowing flexibility if concerns arise.

The Commission discussed the candy needed for the parade and what else would be necessary. Commissioner DeWitt asked about the budget for candy. Staff Liaison Acker noted that she would send the budget.

The Commission discussed signs for the parade. Staff Liaison Acker suggested getting magnetic signs. Commissioner Jaynes will obtain pricing for magnetic parade signs.

Staff Liaison Acker shared that there was an option to sit at the City table for River City Days. The Commission discussed suggestions for River City Days. Staff Liaison Acker will contact past exchange students regarding River City Days and share volunteer opportunities through email and social media.

Staff Liaison Acker confirmed that host family assignments will mirror the arrangements made for the Red Wing students visiting Japan. The Commission determined that vans would not be needed.

D. Quzhou Friendship Delegation Visit.

Staff Liaison Acker informed that no final decision has been made regarding the proposed Quzhou delegation visit. A decision is anticipated before the July Commission meeting. Former Commissioner, Tao Peng noted that using a travel agency could help expedite planning.

E. Quzhou.

Chair Knott reviewed Quzhou's request to display a collage at an annual provincial sporting event. The Commission completed its portions of the project, and Tao photographed the completed materials to send to Quzhou.

4. Adjournment

Chair Knott adjourned the meeting at 6:22 p.m.

Red Wing Sister Cities Commission Financial Report -July 2026

101 Account - General Fund			248 Account - Sister Cities			
	Budget	Actual		Goal	Actual	
Income			Income			
From General Fund	\$ 5,000.00	\$ 5,000.00	Student fundraising 2026 (bagging)	\$ 7,500.00	\$ 6,909.25	
			2026 Donations	\$ 6,000.00	\$ 10,800.00	
			Carry over from previous fundraising & City transfers	\$ 25,614.10	\$ 25,614.10	Chaperone subsidy & student scholarships will be pulled from this account
			Downpayments and addtl payments from families	\$ 1,500.00	\$ 2,491.23	All six and then additionl from Dereck, Lillian and Tanner
			Money returned to families (excess funds raised)		\$ 434.81	Hazel, Piper and Torrey
Total Income	\$ 5,000.00	\$ 5,000.00		\$ 40,614.10	\$ 46,249.39	
Expenses - General			Expenses - General			
Young Artist Showcase Prize	\$ 750.00	\$ 250.00		\$ -	\$ -	
Young Artist Expenses	\$ 100.00	\$ -		\$ -	\$ -	
River City Days Parade	\$ 200.00	\$ 116.98		\$ -	\$ -	
Postage & Copying	\$ 100.00	\$ 100.00		\$ -	\$ -	
Misc. Expense	\$ 500.00	\$ 122.23		\$ -	\$ -	
Total General Expense	\$ 1,650.00	\$ 589.21		\$ -	\$ -	
Expenses - Ikata			Expenses - Ikata			
Chaperone Background Check	\$ 75.00		Airfare & travel agent fees & Insurance	\$ 14,000.00	\$ 21,847.63	55% increase in airfare cost (total trip was 57% increase over 2025)
Gifts sent with Chaperone	\$ 200.00	\$ 133.95	Tour	\$ 4,200.00	\$ 3,675.00	This is based on the quote we received from andrew. Actual will depend on the value of the yen at the time of payment
Welcome Event & Farewell Picnic	\$ 850.00		Chaperone Subsidy**	\$ 2,500	\$ 2,870.32	Covers the balance of airfare not covered from bagging groceries. Apprv 5/27/2026 (\$327.46 more than originally budgeted for)
Tree Planting	\$ 325.00		Student Subsidy*	\$ 1,500	\$ 2,887.26	subsidy approved 5/27/2026
T-shirts	\$ 100.00	\$ 31.95				
Miscellaneous (tickets, events, student gift bags, etc)	\$ 800.00	\$ 231.01				
Total Ikata Expense	\$ 2,350.00	\$ 396.91		\$ 22,200.00	\$ 31,280.21	
Expenses - Quzhou			Expenses - Quzhou			
Delegation to Quzhou (gifts, etc.)	\$ 1,000.00		Additional Quzhou expenses	\$ 3,000.00		
Total Quzhou Expense	\$ 1,000.00	\$ -		\$ 3,000.00	\$ -	
Total All 101 Expenses	\$ 5,000.00	\$ 986.12	Total All 248 Expenses			
Balance of 101	\$ -	\$ 4,013.88	Balance of 248		\$ 14,969.18	

6 students and 1 chaperone = 2026 Ikata Exchange

** This is a combination of funds donated, raised and transferred from the GF since 2020,figure provided by finance 2/3/2026

* Student subsidy is a "scholarship" of up to \$250 per student if fundraising falls short (raised to \$500 this year)

Recommend budget adjustment for funds not used by YAAS to be moved to the Miscellaneous Ikata fund (\$600) to cover meals, events with Andrew & guide

		Dereck	Tanner	Torrey	Piper	Hazel	Lillan	Kelly - Chap	Total	
Family Fare 1/24	\$ 551.56			\$ 137.89	\$ 275.78	\$ 137.89			\$ 551.56	
Family Fare 1/25	\$ 301.97					\$ 150.98	\$ 150.99		\$ 301.97	
Family Fare 2/21	\$ 444.47		\$ 74.07	\$ 148.16		\$ 74.08		\$ 148.16	\$ 444.47	
Family Fare 2/22	\$ 334.78					\$ 167.39	\$ 167.39		\$ 334.78	
Family Fare 3/7	\$ 586.77		\$ 146.70	\$ 293.38		\$ 146.69			\$ 586.77	
Family Fare 3/8	\$ 407.31		\$ 203.65	\$ 203.66					\$ 407.31	
Family Fare 4/3	\$ 305.80			\$ 101.93		\$ 101.93		\$ 101.94	\$ 305.80	
Family Fare 4/4	\$ 766.71	\$ 153.35			\$ 153.34	\$ 153.34	\$ 153.34	\$ 153.34	\$ 766.71	
Family Fare 5/10	\$ 399.65	\$ 199.82				\$ 199.83			\$ 399.65	
Family Fare 5/9	\$ 530.38	\$ 132.60		\$ 132.59		\$ 132.59	\$ 132.60		\$ 530.38	
Family Fare 5/23	\$ 469.70	\$ 78.29			\$ 156.58	\$ 78.29		\$ 156.54	\$ 469.70	
Family Fare 5/24	\$ 390.32				\$ 130.11	\$ 130.11		\$ 130.11	\$ 390.33	
Family Fare 5/30	\$ 267.60	\$ 133.80			\$ 133.80				\$ 267.60	
Family Fare 5/31	\$ 189.15				\$ 94.57		\$ 94.58		\$ 189.15	
Family Fare 6/13	\$ 292.45	\$ 146.23	\$ 146.22						\$ 292.45	
Family Fare 7/1	\$ 235.63	\$ 117.50		\$ 117.50					\$ 235.00	
FAMILY FARE 7/2	\$ 435.00	\$ 108.75		108.75	\$ 217.50				\$ 435.00	
ANONYMOUS FF DONATION	1000	166.67	166.67	166.67	166.67	166.65	166.67		\$ 1,000.00	
RW Elks Donation 3/26	\$ 600.00	\$ 85.72	\$ 85.72	\$ 85.72	\$ 85.72	\$ 85.72	\$ 85.72	\$ 85.68	\$ 600.00	
Aliveo Learning Cen 4/6	\$ 4,000.00	\$ 666.67	\$ 666.67	\$ 666.67	\$ 666.67	\$ 666.66	\$ 666.66		\$ 4,000.00	
Sargents 4/22/2026	\$100.00	\$ 16.66	\$ 16.67	\$ 16.67	\$ 16.67	\$ 16.67	\$ 16.66		\$ 100.00	
American Legion 4/22/26	\$3,000	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00		\$ 3,000.00	
Noontime Kiwanis 4/28/26	\$600	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00		\$ 600.00	
Rotary Foundation 5/14/2026	\$400	\$ 66.67	\$ 66.66	\$ 66.67	\$ 66.66	\$ 66.67	\$ 66.67		\$ 400.00	
Redman Club 5/11/2026	\$500	\$ 83.33	\$ 83.33	\$ 83.33	\$ 83.33	\$ 83.34	\$ 83.34		\$ 500.00	
Lions Club (coming)	\$600	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00		\$ 600.00	
Sub-total Bagging & Donations	\$ 17,709.25	\$ 2,856.06	\$ 2,356.36	\$ 3,029.59	\$ 2,947.40	\$ 3,258.83	\$ 2,484.62	\$ 775.77	\$ 17,708.63	
Family contribution	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ -	\$ 1,500.00	
									\$ -	
									\$ -	
Sub-total from families	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ -	\$ 1,500.00	
Sub-total of all funds	\$ 3,106.06	\$ 2,606.36	\$ 3,279.59	\$ 3,197.40	\$ 3,508.83	\$ 2,734.62	\$ 775.77	\$ 19,208.63		
Tour estimate	\$ 525.00	\$ 525.00	\$ 525.00	\$ 525.00	\$ 525.00	\$ 525.00	\$ 525.00	\$ 525.00	\$ 3,675.00	
Plane tickets (insurance & fee)	\$ 3,095.09	\$ 3,095.09	\$ 3,095.09	\$ 3,095.09	\$ 3,095.09	\$ 3,095.09	\$ 3,095.09	\$ 3,095.09	\$ 21,665.63	flight
Insurance	\$ 26.00	\$ 26.00	\$ 26.00	\$ 26.00	\$ 26.00	\$ 26.00	\$ 26.00	\$ 26.00	\$ 182.00	
Estimated cost of trip	\$ 3,646.09	\$ 3,646.09	\$ 3,646.09	\$ 3,646.09	\$ 3,646.09	\$ 3,646.09	\$ 3,646.09	\$ 3,646.09	\$ 25,522.63	
Tour Actual										
Total Actual Cost of Trip										
Chaperone Grant From Reserve Funds or General Budget (\$2500 max)								\$ 2,870.32	\$ 3,000.00	This will come from our 248 reserve fund
Amount due before departure		\$ 540.03	\$ 1,039.73	\$ 366.50	\$ 448.69	\$ 137.26	\$ 911.47	\$ -	\$ 3,443.68	
\$500 SSC Scholarship (approved 5/27/2026 mtg)		\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 387.26	\$ 500.00		\$ 2,887.26	Will be transferred with the 248 fund to cover this expense
Total amount needed prior to departure with scholarship from SSC	\$ 40.03	\$ 539.73	\$ (133.50)	\$ (51.31)	\$ (250.00)	\$ 411.47	\$ -			
Refund portion of downpayments			\$ 133.50	\$ 51.31	\$ 175.00					
2nd refund portion of downpayments					\$ 75.00					
Payments received 7/14		40.03	539.73				411.47			
Remaining Balance	\$ 0.00	\$ -	\$ -	\$ 0.00	\$ (0.00)	\$ -				