




**CITY OF MIRAMAR  
INTEROFFICE MEMORANDUM**

**TO:** Mayor, Vice Mayor, & City Commissioners  
**FROM:** Dr. Roy L. Virgin, City Manager   
**BY:** Anita Fain Taylor, Director, Economic Development & Housing  
**DATE:** April 10, 2025  
**RE:** Temp. Reso. No. 8393 – Miramar Sister Cities Board Update

---

**1. Introduction**

Miramar Sister Cities Board

Meeting Information

Day: Last Tuesday of the Month  
Time: 6:00 PM  
Location: Room W-202E (2nd Floor, 2200 Civic Center Place)

Staff Liaison: Clint M. Conliffe (cconliffe@miramarfl.gov; 954- 602-3243)

The Miramar Sister Cities Board was created [Ordinance number 22 -1, 10/13/21] to analyze issues affecting Sister City relationships and make recommendations to formalize these relationships – becoming an official Sister City with the City of Miramar. This report will highlight the Board's activities in the most recent quarter (Q2 2025) and those that are planned soon.

**2. Board Composition**

There are seven City Commission-appointed members on the Board: one appointed by each commissioner; one who owns, manages, or operates a business; and one who represents an educational institution. Below is information on the current board structure:

NAME	ROLE	APPOINTMENT DATE	ELECTED OFFICIAL	BACKGROUND
Wilbert Hall	Chair	2/16/22	Commissioner Chambers	Resident
Val Glenister	Vice Chair	11/15/21 Resigned 1/19/24	Vice Mayor Davis	Resident
Tracy Welsh	Secretary	2/16/22	At-Large	Business Rep.
Dr. Paul Moore	Treasurer	2/16/22	At-Large	Educational Institution Rep.
Fred Brooks	Member	2/16/22	Commissioner Colbourne	Resident
Cheryl D. Larkin	Member	11/15/21	Mayor Messam	Resident
C. Nazima London	Member	2/16/22	Commissioner Barnes	Resident

### 3. Meetings and Activities

At these following meetings, the Board discussed:

1/28/2024

- Research of Potential Sister Cities were assigned
- A Nelson Mandela Bay Municipality, SA, Interest Form and Video were presented
- Chair for Sister City Belize City was selected

3/25/2025

- Nelson Mandela Bay Municipality staff made a presentation via Webex
- Potential Sister Cities and participation in the Coffee, Chocolate & Culture Expo were discussed

### 4. Accomplishments and Outcomes

The major accomplishments were ideas on ways to forward the relationship with our Sister City. Research and activities started to establish another. There was much interaction with members of the Belizean diaspora during the Coffee, Chocolate & Culture Expo. Representatives were there from Belize and locally, in the form of a diplomatic delegation, businesses, organizations,

vendors, and attendees.

The Staff Liaison attended a Sister Cities International Trade Symposium at Miami International Airport.

## **5. Challenges and Lessons Learned**

The Board is striving to make significant connections to gain some quick successes between the two Cities.

## **6. Financial Overview**

The Board does not have a budget. Any resources needed come from the Economic Development & Housing Department.

## **7. Future Plans and Recommendations**

The Board will be involved with the following:

- Host a Florida Sister Cities International Convention this year.
- The Board continues to investigate new sister cities relationships.
- The Board will be rebuilding because of new appointments, due to a new City Commission.
- A reciprocal visit to Belize City by a Miramar delegation to include the Commission, Staff, and local businesses.
- Now that there is a Chair, the development of a committee will assist in developing a profitable Sister City relationship with Belize City.

## **8. Conclusion**

The key to successful Miramar Sister Cities is board development to gain some quick successes, at the same time, working on its long-term goals. They are looking at some best practices of successful and experienced Sister Cities organizations to provide guidance.