




**CITY OF MIRAMAR  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and City Commissioners

**FROM:** Dr. Roy L. Virgin, City Manager 

**BY:** Anita Fain Taylor, Director, Economic Development & Housing

**DATE:** November 14, 2024

**RE:** Temp. Reso. No. 8281 – Miramar Sister Cities Board Update

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**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. The purpose of this report is to highlight the board's activities in the most recent quarters (Q1 - Q2 2024) 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 members:

<b>NAME</b>	<b>ROLE</b>	<b>APPOINTMENT DATE</b>	<b>ELECTED OFFICIAL</b>	<b>BACKGROUND</b>
Wilbert Hall	Chair	2/16/22	Commissioner Chambers	Resident
Val Glenister	Vice Chair	5/5/21	Vice Mayor Davis	Resident
Tracy Welsh	Secretary	5/17/17	At-Large	Business Rep.
Dr. Paul Moore	Treasurer	2/16/22	At-Large	Educational Institution Rep.
Fred Brooks	Member	6/21/23	Commissioner Colbourne	Resident
Cheryl D. Larkin	Member	5/19/21	Mayor Messam	Resident
C. Nazima London	Member	1/17/18	Commissioner Barnes	Resident

### **3. Meetings and Activities**

At the meetings in Q1 – Q2 2024, the Board has discussed the following:

- Explored different activities to pursue with the new sister city
- Reviewed past activity to investigate Potential Sister City Relationships
- Followed up with local Belizean organizations
- A delegation representing Belize City, consisting of its mayor and two Councilors visited Miramar. Over a 3-day period, the Board’s first Sister City Agreement was signed. The delegation met several times with the Board and the Miramar Commission, was given tours of the City, met with different City department leaders, and participated in the Signing Ceremony.

### **4. Accomplishments and Outcomes**

The major accomplishments were the signing of the Sister City Agreement with Belize City; and the discussion of future mutually beneficial projects along with a reciprocal visit to Belize City by a Miramar delegation to include the Commission, Staff, and local businesses.

### **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**

For Q3 2024, the Board will be involved with the following:

- Upcoming Projects: Outline planned projects and initiatives for the coming period.
- The Board is investigating potential sister cities for the next relationship to develop.
- Strategic Goals: State the strategic goals and objectives the board aims to achieve.
- Develop a committee to guide a profitable sister city relationship with Belize City.
- The Board will seek ways in which a different board member can attend each summit the City participates in.

## **8. Conclusion**

The Board's self-analysis of their process with Belize City has helped them to develop a better way to work the process and establish a fruitful relationship.