



## CITY OF MIRAMAR SISTER CITIES BOARD MINUTES



**January 27, 2026**

**6:00 P.M.**

A meeting of the City of Miramar Sister Cities Board took place at 6:35 p.m. on Tuesday, January 27, 2026, at the Parks & Recreation Conference Room (W-202E), 2200 Civic Center Place, 2<sup>nd</sup> Floor, Miramar, Florida 33027.

**I. CALL TO ORDER: Cheryl Larkin, Vice Chairperson**

**II. ROLL CALL: C. Nazima London, Secretary**

The following Board members Board were present:

Cheryl Larkin, Vice Chairperson  
C. Nazima London, Secretary  
Dona-Lee Messam-Raymond

The following Board member was absent:

Tracy Welsh, Chairperson (Excused)  
Paul Moore, Treasurer  
Fred Brooks  
Wilbert Hall

A quorum was not achieved.

Also present:

Clint M. Conliffe, Staff Liaison/Economic Development Analyst,  
Economic Development and Housing Department (EDH)  
Paul Njoroge, Business Analyst Manager, EDH  
Michael Young, Chairperson, Belize City Committee  
Arthur Butler, Belize City Youth Shadow Council  
Sanaa Rowland, Belize City Youth Shadow Council  
Stephanne Hamilton, Belize City Councilor

Ms. London welcomed members of the Belize City delegation: Stephanne Hamilton, Councillor with the Portfolio for Sister City Relationship, Foreign

Affairs, Tourism, and Diaspora; Sanaa Rowland, Youth Shadow Council Mayor; and Arthur Butler, Youth Shadow Council Vice Mayor.

### **III. ADOPTION OF AGENDA: Cheryl Larkin, Vice Chairperson**

The January 27, 2026, agenda was not adopted due to the lack of a quorum.

### **IV. STAFF LIAISON REPORT: Clint M. Conliffe**

- **Florida State Sister Cities Summit**

Mr. Conliffe and Mr. Njoroge gave a presentation of the above event that Mr. Njoroge and he attended, as provided in the backup, highlighting the following:

- The event took place in November 2025
- There was good representation from around the state; the effort was to build the overall sister cities state coalition; there were over 103 cities in Florida who were registered, but not currently members of the State's organization; the aim was to bring awareness of the different problems faced throughout the state, and finding ways to help each organization
- Numerous topics were discussed, such as youth engagement
- A state committee was established; they would create an official, nonprofit organization that would meet quarterly in different areas of the state, and hold an annual state summit; the next summit was expected to be in Tampa; the board would be updated, so they could attend these events.

Councillor Hamilton asked if Belize City Sister City representative(s) could participate in a future Florida State Sister Cities Summit.

Mr. Conliffe answered yes; they could attend as guests and give a presentation if desired. It would help to have input from organizations outside Florida.

Mr. Young thought this a great idea, as when they were in Tallahassee, before the COVID pandemic, the State planned to do a trade mission, and Belize was included on the list of countries; with the pandemic, those plans fell apart, and the trade mission covered countries in Central America. Thus, if there was a Belize delegation attending as guests, including representatives of the Belize City Sister Cities organization, efforts could be made to reintroduce the idea of a state-funded trade mission into Belize via the Miramar Sister Cities partnership.

Mr. Conliffe mentioned the subject summit was not funded by the State.

## **V. BELIZE SISTER CITY COMMITTEE:**

- **Belize Youth Shadow Council**

Mr. Conliffe indicated the Belize City delegation focused on the Shadow Council, distributing an itinerary for their Miramar visit. Board members interested in participating in these activities could contact Mr. Njoroge to be included.

Councillor Hamilton gave a brief history of the Shadow Council, stating this was the program's third year where youth appointees shadowed city representatives, including the Mayor, Deputy Mayor, and all members of the Council for a year. She said being appointed to the Shadow Council entailed a very competitive process, sometimes requiring applicants to give a presentation to facilitate the final selection of who would shadow the elected officials and councillors. Once appointed, Shadow Council members did rigorous training that included the areas of public speaking, financials, project management, governance, etc. She said they visited the different city council offices, familiarizing themselves with the roles and responsibilities of city councillors, after which they went to work with the Mayor, Deputy Mayor, and Council members. Shadow councillors shadowed their assigned official, learning about the roles, and responsibilities related to their portfolio, assisting where needed. Ms. Hamilton said Sanaa Rowland was the current Youth Shadow Mayor, and Arthur Butler was the current Youth Shadow Council Vice Mayor, stating she was a part of the panel that appointed them; they were young adults who participated in their community, attending functions with the official to whom they were assigned. She said the Mayors and she were very pleased with the program in place, as they all understood the importance of empowering the city's young people, imparting knowledge of their city's government to future leaders of Belize City. The present visit to Miramar was a very enriching, reinforcing experience for her, as she was a part of the Belize City delegation that previously visited Miramar with the Mayor and Deputy Mayor. She took back two programs to Belize City that she learned about in Miramar; while speaking with Vice Mayor Yvette Colbourne, she learned of a program that provided a forum for women to speak about their challenges in the workplace, and implementing solutions to address those challenges. Another initiative she was interested in implementing was Mayor Messam's community yoga program.

Ms. Rowland said they were inducted as Shadow Council members in August of 2024, and though the tenure was usually a year, theirs was extended due to the City's elections in 2025. Her experience of shadowing Belize City Mayor Bernard Wagner for a year and a few months had been everything she expected and more, as she was unaware of how much he did; despite his having people working to accomplish his tasks, he still had a fair amount of work to do. She said the experience she was gaining was helping her determine the career she desired for her life, as she was sometimes overambitious, focusing on too many

areas of interest, making it difficult for her to decide on one interest. Ms. Rowland was very appreciative of being a part of the delegation, as it allowed her to see how other international local governments worked.

Mr. Butler commented that the selection process to become a shadow councillor was very in depth, as it included background checks on applicants that entailed looking at their social media presence, their level community involvement, etc. He shadowed Belize City Vice Mayor Eluide Miller who oversaw the Departments of MIS, and Traffic Management; with his degree in cybersecurity and IT, he was able to work with city staff on improvements in those areas of local government. This included creating a fully digital platform in the form of an app that was currently in its testing phase; the plan was to create a QR code displayed on vehicle license plates to enable access to all the records of a particular vehicle at any time. He said they sought to move from Belize City's existing ticketing system, which could be a tedious process if tickets were lost, etc.; scanning the code would allow vehicle owners to find out such information as if they had a ticket, if they had a court date, etc. This change would increase ease of use and generate revenue. Mr. Butler said he currently worked in the finance department of a finance corporation, and he was working on improving their system as well, his goal being to establish a funding program that would empower young Belizeans to start businesses. This was his first visit to the U.S., and it was a great experience for him, and he was grateful for the ability to interact with Miramar's elected officials and city department staff; he visited the City's Fire Department, and Police Headquarters. He hoped to use the knowledge he gained for the betterment of Belize City, as well as impart some of his knowledge to benefit the City of Miramar. They were exploring having City of Miramar's CSI staff train Belize City's CSI staff, whether in Miramar or in Belize City, as the latter's CSI Department, and policing in general needed help with educating the community on the classification of crimes, law enforcement, penalties, etc.

Ms. Rowland added that the Belize City Sister Cities delegation visiting Miramar was evidence that sister cities relationships worked to the mutual benefit of the cities involved, so it was not just an agreement on paper only.

Mr. Conliffe mentioned that the presence of the current Belize City delegation was due to the work of the Mayor of each city, and their city staff; Mr. Njoroge, and his Belize City counterpart were very instrumental bringing it to fruition.

Vice Chairperson Larkin expressed appreciation for the experience she had as part of Miramar's Sister Cities delegation that visited Belize City; she welcomed the Belize City representatives to Miramar, as Miramar sought to extend the same umbrella to them, so both cities could benefit from each other's experience.

- **Belize Day**

Mr. Conliffe indicated July 11, 2026, was the unofficial date set for Belize Day, as staff was still working on coordinating events, etc., but staff wished to make the community aware that there were plans in the works for Belize Day. Staff would work with Belizeans to ensure events truly represented Belize.

Mr. Butler suggested highlighting some of Belize's diverse culture, inviting artists, chefs, etc. from various ethnic groups to showcase their art, cuisines, etc.

Ms. Rowland added that the historical perspective from Belize's elderly citizens could be incorporated into the Belize Day celebrations; elderly representatives of Belize's culture could be included among those visiting to showcase Belize. This would highlight the intergenerational connection. She thought there could also be a Miramar Day in Belize, so Belizeans could learn more about Miramar.

**VI. OLD BUSINESS: NONE**

**VII. NEW BUSINESS: NONE**

**VIII. ANNOUNCEMENTS:**

- **Next meeting: Tuesday, February 24, 2026 @ 6:00 p.m.**

**IX. ADJOURNMENT:**

The meeting was adjourned at 7:09 p.m.



Tracy Welsh, Chairperson  
TW/cp

