

**CITY OF TAMARAC  
INTEROFFICE MEMORANDUM  
CITY MANAGER'S OFFICE**

**TO: Michael C. Cernech,  
City Manager**

**DATE: December 20, 2019**

**THRU: Kathleen Gunn, Assistant City  
Manager**

**FROM: Laura Karpaviciute  
Assistant to the City Manager**

**RE: TO #2422: Sister Cities  
Committee Ordinance  
Amendment**

---

**RECOMMENDATION:**

Place TO #2422 amending Chapter 2, "Administration," Article III, "Boards, Committees, Commissions" of the Tamarac Code of Ordinances, Sections 2-234.32 through 2-234.40, "Sister Cities Committee" on January 8, 2020 Commission Meeting Agenda for Commission approval.

**ISSUE:**

The City Commission directed staff to re-establish Tamarac's sister cities program. Research of other municipal sister cities programs showed that active and properly staffed sister cities boards and committees were instrumental to the program's continued success. Prior to commencing the Sister Cities Committee ("the Committee") recruitment, the City Commission directed staff to update the appropriate code sections to establish the committee membership parameters and bring the appointment process more closely in line with the City's other advisory boards.

**BACKGROUND:**

At its May 20<sup>th</sup>, 2019 City Commission Workshop, the City Commission discussed and expressed interest in establishing the City of Tamarac Sister Cities program. On September 25, 2019, the City Commission adopted Resolution No. 2019-98 that authorized staff to take actions necessary to effectuate the City Commission direction regarding the re-establishment this program.

On September 23, 2019, at the City Commission workshop, staff presented the following steps for re-establishment of the program:

- Submittal of the membership application and payment of the annual fees.
- Commencement of the Sister Cities Committee member recruitment in accordance with the Tamarac Code of Ordinances.

- Tasking the Committee with researching and recommending friendship cities in the Caribbean countries, Latin American countries, European countries, and in Israel to the City Commission, in accordance with the following criteria:
  - Economic compatibility – business climate offers economic development potential for both cities
  - Educational synergies – both cities are home to educational institutions that can support bilateral affiliations and educational interactions
  - Cultural connections – the cities share artistic, cultural, and historic ties with the potential for mutually beneficial exchanges and resident cultural enrichment
  - Connectivity – the cities are accessible to each other's citizens to enjoy bilateral travel, tourism and trade
  - Human rights compatibility – both cities share respect for and commitment to protecting human rights.
- City Commission consideration of the Committee's recommendations, selection and approval of the friendship cities.
- Establishment of the friendship city relationships coordinated by staff and the Committee members.
- The Committee maintaining the friendship relationships and reporting on them to the City Commission.
- The Committee engaging in the appropriate fundraising activities to facilitate the educational, cultural, economic development and technical exchanges.
- Formalizing successful collaborative relationships into the official Sister Cities relationship.

At this workshop, the City Commission expressed its desire for the appointment process for the Sister Cities committee to more closely resemble the City's appointment process for its other advisory boards before commencing the recruitment of members for the Committee. This requires the adoption of an Ordinance (TO #2422) to amend the Ordinance No. 93-32 that has initially established the Sister Cities Committee on December 22, 1993.

TO #2422 proposes the following amendments:

- Removing the requirement for the annual appointment of members, enabling the members to serve long-term which is necessary to effectively implement the sister cities program and successfully maintain the friendship and eventually the sister city relationships.
- Adding the section to further specify that the appointee terms are defined by section 2-59. Per this section, generally, the appointees serve at the pleasure of the nominating member of the City Commission or until such nominating member vacates his/her office for any reason.
- Adding a requirement that the committee members are Tamarac residents, own or work for a business in the City, or are representatives of non-profit organizations serving Tamarac residents and located in the City, including Tamarac North Lauderdale Chamber of Commerce, educational, cultural and other relevant institutions. City Commission may waive this requirement.

- Adding the section specifying that the appointment process shall occur in accordance with sections 2-57 and 2-58:
  - The Committee member appointment process follows the general notice, review and selection process.
  - Since the Committee consists of seven (7) members, the Mayor appoints two (2) regular members at-large, each Commissioner appoints one (1) member who meets the requirements from his/her district, and the seventh member is appointed by a majority vote of the Mayor and Commission.
- Adding the annual review requirement to occur in accordance with section 2-60 that requires the Committee to submit its accomplishments to the City Commission by May 1<sup>st</sup> every year.
- Removing the Commission Liaison section to increase the ownership of the program by the residents, business owners, employees and/or non-profit representatives who serve on the Committee.

**FISCAL IMPACT:**

No direct budgetary impact is associated with the adoption of this Ordinance.