CITY OF TAMARAC
SISTER CITIES COMMITTEE

7525 NW 88th Avenue, Conf. Room 105
Thursday, August 21, 2025
4:00 PM

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1. CALL TO ORDER

1.a Roll Call

1.b Pledge of Allegiance

2. APPROVAL OF MINUTES

2.a Approval of July 17, 2025 Meeting Minutes

3. COMMITTEE MEMBER PRESENTATIONS AND DISCUSSION

3.a Selection of Chair and Vice Chair

4. OTHER BUSINESS

4.a Next Meeting Date - September 18, 2025

4.b Next Meeting Agenda Discussion

5. ADJOURNMENT

All board members are urged to attend this meeting. All meetings are open to the public. Any board member who cannot attend this meeting should call the Committee Liaison at 954-597-3581. In the event there is no quorum for this meeting, the meeting may be held as a Workshop instead of a Regular meeting, although no formal action may be taken during a Workshop.

Pursuant to Chapter 286.0105, Florida Statutes, if a person decides to appeal any decision made by the Sister Cities Committee, with respect to any matter considered at such meeting or hearing, they may need to ensure that a verbatim transcript of the proceedings is made which records includes the testimony and evidence upon which the appeal is based.

The City of Tamarac complies with the provisions of the Americans With Disabilities Act. If you are a disabled person, requiring any accommodations or assistance, please notify the City of such need at least 48 hours (2 days) in advance. Additionally, if you are hearing or speech impaired and need assistance, you may contact the Florida Relay Service by dialing 7-1-1.

TAMARAC
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SISTER CITIES COMMITTEE AGENDA ITEM REPORT

DATE:	August 21, 2025
SUBMITTED BY:	Damena Gallimore-Wilson
ITEM TYPE:	Discussion Item
AGENDA SECTION:	**CALL TO ORDER**
TITLE:	Roll Call

ATTACHMENTS:

AGENDA ITEM NO. 1.b

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SISTER CITIES COMMITTEE AGENDA ITEM REPORT

DATE:	August 21, 2025
SUBMITTED BY:	Damena Gallimore-Wilson
ITEM TYPE:	Discussion Item
AGENDA SECTION:	**CALL TO ORDER**
TITLE:	Pledge of Allegiance

ATTACHMENTS:

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SISTER CITIES COMMITTEE AGENDA ITEM REPORT

DATE:	August 21, 2025
SUBMITTED BY:	Damena Gallimore-Wilson
ITEM TYPE:	Discussion Item
AGENDA SECTION:	**APPROVAL OF MINUTES**
TITLE:	Approval of July 17, 2025 Meeting Minutes

ATTACHMENTS:
Sister Cities Committee Minutes 7.17.2025.docx

City of Tamarac
Sister Cities Committee Meeting Minutes
Thursday, July 17, 2025

CALL TO ORDER: At 3:57 p.m. on Thursday, July 17, 2025, Jay Koutcher convened the Sister Cities Committee Meeting.

ROLL CALL: Committee members Jay Koutcher, Peter Mason, and Joan Armbrister attended the meeting. Chamber of Commerce Interns: Yusra Sultana, Elizabeth Felix, Jonathan Donaldson, Jasonlee Tibby, Steffi Padmanaban, and Lisanne Tibby attended the meeting. Damena Gallimore-Wilson, Management Analyst, was also present.

PLEDGE OF ALLEGIANCE: Joan Armbrister led the Pledge of Allegiance.

APPROVAL OF MINUTES: Peter Mason motioned to approve the minutes for the May 15, 2025, meeting, and Joan Armbrister seconded this motion. The vote concluded with unanimous approval.

Sister Cities Committee Work Status Presentation:

Peter Mason and the Chamber of Commerce Interns shared their research on potential Sister City partnerships, highlighting options in Canada, Jamaica, and Italy. Their detailed presentation was followed by an engaging discussion exploring opportunities for collaboration in areas such as business and economic exchange, cultural enrichment, environmental initiatives, and youth and education programs. The committee will continue hearing member presentations as needed.

Other Business: The next meeting of the Sister Cities Committee will be on August 21, 2025, at 4:00 p.m.

Elizabeth Felix departed at 4:15 p.m., Steffi Padmanaban departed at 4:24 p.m., and Yusra Sultana departed at 4:40 p.m. Jay Koutcher adjourned the meeting at 5:17 p.m.

Minutes transcribed and submitted by Damena Gallimore-Wilson.

_____
Jay Koutcher

_____
Damena Gallimore-Wilson

Note to the reader: The above signature is the Management Analyst, of the City of Tamarac, Florida. If the minutes you have received are not signed, or completed as

indicated above, they are not the official minutes of the Tamarac Sister Cities Committee Meeting held on July 17, 2025.

Pursuant to Chapter 286.0105, Florida Statutes, if a person decides to appeal any decision made by the City Commission with respect to any matter considered at such meeting or hearing, he/she may need to ensure that a verbatim record of the proceedings is made which record includes the testimony and evidence upon which the appeal is based.

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DRAFT

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SISTER CITIES COMMITTEE AGENDA ITEM REPORT

DATE:	August 21, 2025
SUBMITTED BY:	Damena Gallimore-Wilson
ITEM TYPE:	Discussion Item
AGENDA SECTION:	**COMMITTEE MEMBER PRESENTATIONS AND DISCUSSION**
TITLE:	Selection of Chair and Vice Chair

ATTACHMENTS:

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SISTER CITIES COMMITTEE AGENDA ITEM REPORT

DATE:	August 21, 2025
SUBMITTED BY:	Damena Gallimore-Wilson
ITEM TYPE:	Discussion Item
AGENDA SECTION:	**OTHER BUSINESS**
TITLE:	Next Meeting Date - September 18, 2025

ATTACHMENTS:

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SISTER CITIES COMMITTEE AGENDA ITEM REPORT

DATE:	August 21, 2025
SUBMITTED BY:	Damena Gallimore-Wilson
ITEM TYPE:	Discussion Item
AGENDA SECTION:	**OTHER BUSINESS**
TITLE:	Next Meeting Agenda Discussion

ATTACHMENTS: