



**CITY OF MIRAMAR  
INTEROFFICE MEMORANDUM**

**TO:** Mayor, Vice Mayor, & City Commissioners  
**FROM:** Dr. Roy L. Virgin, City Manager   
**BY:** Tekisha Jordan, Assistant Director, Building, Planning & Zoning  
**DATE:** March 12, 2026  
**RE:** Temp. Reso. No. 8641– Board Advisory Update

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**1. Introduction**

**Name/Title of the board:** Historic Miramar Advisory Board (“Board”)

**Meeting Information:**

Day: Last Wednesday of each month

Time: 6:30PM

Location: Miramar Multi-Service Complex - 6700 Miramar Pkwy

Staff Liaison: Tekisha Jordan, BPZ Assistant Director  
([tijordan@miramarfl.gov](mailto:tijordan@miramarfl.gov) 954-602-3278)

The Board was established via Ordinance Chapter 2, Article III, which was later codified in Section 2-79 of the City Code of Ordinances. The Board's purpose is to analyze issues affecting the City of Miramar's historic area and to make recommendations to the City Commission. It aims to preserve and enhance this culturally significant area by assessing and proposing necessary infrastructure improvements, beautification projects, public health and welfare initiatives, maintenance efforts, and future development plans. Through these efforts, the Board seeks to improve the quality of life for City residents and maintain the historic area's vibrancy, safety, and appeal. This report will demonstrate that the Board is making efforts to fulfill its mandate as established by the Code of Ordinances.

**2. Board Composition**

The Historic Miramar Advisory Board consists of seven members: five residents from the historic area, each appointed by a City Commissioner; one business owner from the historic area, selected by a majority vote of the Commission; and one resident from outside

the historic area, also chosen by majority vote of the Commission. As current terms began in May 2025, the following provides details on the current board members:

MEMBER DATA	ELECTED OFFICIAL	APPOINT. DATE	EXP. DATE	ATTENDANCE
Christopher Jarrett	Carson Eddy Edwards	5/7/2025 Reso #25-130	May-27	0%
Nancy Fong-Edwards	Maxwell B. Chambers	6/4/2025 Reso #25-147	May-27	0%
Hannel Pina	Avril Cherasard	6/4/2025 Reso. #25-147	May-27	50%
Ali Sylvestre	Wayne M. Messam	5/7/2025 Reso. #25-130	May-27	25%
Denise Lasarte	Miramar Resident (Not in Historic Miramar) (At-Large)	5/7/2025 Reso #25-130	May-27	50%
Blossom Levy	Yvette Colbourne	6/17/2025 Reso. #25-159	May-27	25%

### 3. Meetings and Activities

This report covers from November 2025 thru February 2026 and includes discussions on the following:

**Street Lighting Project at Island Drive:** Engineering Manager, Marilyn Markwei, from Public Works, gave a presentation on installing streetlights along the ROW line on Island Drive, both northbound and southbound. She mentioned that FPL does not want to add any more lights in the swale area because it holds water and trees in the median block the lights. Having light in the right way is better because we will have new LED lights and new underground wiring.

**Sunshine Law Review and the board attendance:** City Clerk Denise Gibbs and Deputy Clerk Frederika Dejean conducted a training session for the board members. They presented a PowerPoint highlighting the roles and expectations for advisory members, along with information on the Sunshine Law (Chapter 286, F.S.), the Public Records Law (Chapter 119, F.S.), the Public Records Law (Chapter 119, F.S.), and Robert's Rules of Order.

**Community Safety:** Police officers attend meetings to address board and resident concerns, providing insights and assistance on public safety matters.

### 4. Accomplishments and Outcomes

Increased Meeting Participation – Attendance from City staff and residents have grown, fostering stronger communication and collaboration. There has also been an increase in the amount of information shared with the Board regarding Historic Miramar areas. This improved information flow has enabled real-time responses to community concerns,

clearer explanations of City projects and policies, and more effective follow-ups on key issues.

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

At the outset, raising awareness about Board meetings proved to be a challenge. However, through consistent marketing efforts, including the use of A-frame notices and other outreach initiatives led by the Marketing Department, community engagement has begun to improve.

A continuing concern is achieving consistent attendance and commitment from all Board members. Since meetings are held only once a month, limited participation can hinder the ability to reach a quorum, preventing motions from being made and slowing progress.

Additionally, as the Board continues to advocate for improvements in Historic Miramar, balancing resident expectations with the practical realities of City processes remains an ongoing learning experience.

## **6. Financial Overview**

Associated expenses will be covered under the Department's existing budget line.

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

For Q2 2026, the board will be involved with the following:

- Actively participating in key discussions and initiatives that impact the Historic Miramar area.
- Enhancing marketing strategies and community engagement efforts to further increase attendance and resident involvement.
- Continuing to push for improvements to improve residents' quality of life.
- Continuing to recommend that the City Commission attend at least one community meeting per year to strengthen engagement with the board and residents.

## **8. Conclusion**

This report covers the period from November 2025 through February 2026. It highlights the Board's accomplishments, challenges, and ongoing initiatives while outlining future plans. The Board remains dedicated to serving the residents of Historic Miramar and looks forward to further enhancing community engagement, advocating for key improvements, and implementing initiatives that positively impact the area.