




**CITY OF MIRAMAR
INTEROFFICE MEMORANDUM**

TO: Mayor, Vice Mayor, & City Commissioners
FROM: Dr. Roy L. Virgin, City Manager 
BY: Nixon Lebrun, Director, Building, Planning & Zoning
DATE: November 12, 2025
RE: Temp. Reso. No. 8559 – Board Advisory Update

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 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 historic part of the City of Miramar and make recommendations to the City Commission. It aims to ensure the preservation and enhancement of 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	100%
Nancy Fong-Edwards	Maxwell B. Chambers	6/4/2025 Reso #25-147	May-27	25%
Hannel Pina	Avril Cherasard	6/4/2025 Reso. #25-147	May-27	75%
Ali Sylvestre	Wayne M. Messam	5/7/2025 Reso. #25-130	May-27	75%
Denise Lasarte	Miramar Resident (Not in Historic Miramar) (At-Large)	5/7/2025 Reso #25-130	May-27	75%
Blossom Levy	Yvette Colbourne	6/17/2025 Reso. #25-159	May-27	25%

3. Meetings and Activities

This report covers from May 2025 thru October 2025 and includes discussions on the following:

Energov Introduction: In July 2025, the Building, Planning & Zoning Department implemented the EnerGov system, marking a significant milestone in modernizing the City’s permitting and planning processes. This implementation aims to streamline operations by centralizing records, improving transparency, and enhancing customer service efficiency.

Sunshine Law Review: As part of board orientation, Attorney Candice Cobb conducted a review of the Sunshine Law to ensure that all new members are informed and compliant with public meeting and communication requirements.

Vulnerability Assessment & Adaptation Plan Public Outreach: In partnership with the Public Works Department, the Board participated in a joint public outreach session in support of the City’s grant pursuit under the Resilient Florida Program. The initiative aims to strengthen community preparedness against sea level rise and to secure funding for planning and implementation projects.

During the session, the presenter explained how vulnerability assessments help identify physical, cultural, and natural assets at risk from flooding, rainfall, and heat. Understanding these risks enables more informed decision-making to build a stronger, more resilient community. The process toward implementation includes community and stakeholder engagement, completion of the assessment, adoption of adaptation strategies, and ongoing monitoring and evaluation.

Broward Couty Multimodal Mobility Master Plan: The Project Manager conducted a public participation meeting to provide an overview of the Master Plan and review existing conditions along Miramar Parkway and Hallandale Beach Boulevard.

The goal is to develop a conceptual design that supports a safe, convenient, and connected transportation network for people of all ages and abilities. The vision focuses on creating a low-stress, all-ages mobility system that enhances access to educational, economic, and social opportunities throughout Broward County—prioritizing safety, comfort, and connectivity.

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 has 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.

Enhanced Community Discussions – The Board has contributed to meaningful progress on several important initiatives, including storm drainage system upgrades, vulnerability assessment discussions, the development of a Multimodal Mobility Master Plan, and improved public transportation access.

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 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 Q1 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 board and residents.

8. Conclusion

This report covers from May 2025 thru October 2025. 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.