




**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: April 10, 2025
RE: Temp. Reso. No. 8393 – 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 fulfilling 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 conclude in May 2025, the following provides details on the current board members:

MEMBER DATA	ELECTED OFFICIAL	APPOINT. DATE	EXP. DATE	ATTENDANCE
Christopher Jarrett	Maxwell B. Chambers	6/21/2023 Reso #23-128	25-May	100%
Michelle Hood-Julien	Yvette Colbourne	8/16/2023 Reso #23-172	25-May	100%
Ruth Stennett	Alexandra P. Davis	10/4/2023 Reso. #24-03	25-May	0%
Ali Sylvestre	Wayne M. Messam	5/17/2023 Reso. #23-108	25-May	67%
Marica Mitchell	Miramar Resident (Not in Historic Miramar) (At-Large)	6/21/2023 Reso #23-128	25-May	67%
Jackie Michel	Historic Miramar Business Owner (At-Large)	6/11/2024 Reso. #24-133	25-May	67%

3. Meetings and Activities

This report covers Q1–Q2 of Fiscal Year 2025 (October 2024 – March 2025) and includes discussions on the following:

- Comprehensive Plan Amendment Evaluation and Appraisal (EAR): Senior Planner Frensky Magny engaged the board to gather feedback from members and residents, shaping a long-term vision for the next 10 to 25 years.
- Parks & Recreation: Discussions included the Florida Recreation Development Assistance Program (FRDAP) grant for Fairway Park in Historic Miramar, along with board members voicing concerns and requests for public facilities and parks.
- Community Safety: Police officers attended meetings to address board and resident concerns, providing insights and assistance on public safety matters.
- Broward MPO – Route to 2050: A presentation introduced the board and residents to this 25-year transportation planning document, updated every five years. The initiative focuses on improving mobility, fostering economic growth, and building resilient communities.

4. Accomplishments and Outcomes

Increased Meeting Participation – Attendance from both City staff and residents has grown, fostering better communication and collaboration. This has allowed for real-time responses to concerns, clearer explanations of City projects and policies, and more effective follow-ups on key issues.

Community Improvements – Significant progress has been made on initiatives such as storm drainage system upgrades, City park enhancements, Class A affordable housing development, expanded electric vehicle charging stations, and improved public transportation access.

5. Challenges and Lessons Learned

Initially, raising awareness about meetings was a challenge. However, sustained marketing efforts, including A-frame notices and other outreach strategies, have proven effective in gradually increasing engagement.

As the Board advocates for improvements in Historic Miramar, balancing resident expectations with the realities of City processes remains an ongoing challenge.

6. Financial Overview

The Department is working to include a line item in the budget for associated expenses.

7. Future Plans and Recommendations

For Q3 2025, 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 meeting attendance and resident involvement.
- Continuing to push for improvements to improve residents' quality of life.
- Recommending that the City Commission attend at least one community meeting per year to strengthen engagement with board and residents.

8. Conclusion

This report covers the first two quarters of Fiscal Year 2025, from October 2024 through March 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.