



**CITY OF MIRAMAR  
INTEROFFICE MEMORANDUM**

**TO:** Mayor, Vice Mayor, & City Commissioners  
**FROM:** Dr. Roy L. Virgin, City Manager   
**BY:** Billy Neal, Parks & Recreation Director  
**DATE:** November 12, 2025  
**RE:** Remp. Reso. No. 8559 – Parks & Recreation Advisory Board Update

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**1. Introduction**

The Parks & Recreation Advisory Board’s principal function is to advise and make recommendations to the City Commission on matters concerning recreation, athletic, and special event activities within the community.

The board meets on the fourth Monday of every month, with a break in August, which coincides with the Commission Break, with all members being in good standing with attendance at the monthly meetings.

**2. Board Composition**

<b>MEMBERS:</b>	<b>APPOINTMENT DATE</b>	<b>EXPERTISE/QUALIFICATION</b>
• Dr. Yelena Revere – Chair	05/05/2021	Education
• Mr. Lair Hall – Vice Chair	07/03/2018	Finance
• Synthia Parchment-Green	04/20/2021	Community engagement
• Sherria Williams	07/06/2022	Law   Community engagement
• Nichola Officer	05/17/2023	Community engagement
• Joshua Rhodes	07/06/2022	Parks & Recreation
• Carlos Ramsay	01/15/2000	Community engagement
• Carlister Gordon	08/17/2022	Community engagement
• Adbool Gani	06/13/2015	Community engagement
• Roland Cherasard	06/04/2025	Community Engagement
• Kimberlee Williams	05/07/2025	Community Engagement

The attendance records for all members are in good standing.

### 3. Meetings and Activities

This report highlights the last quarter of Fiscal Year 2025, spanning April through September 2025.

During this period, the board actively demonstrated its commitment to the community by volunteering at a wide range of city-hosted events and collaborating closely with elected officials to support and enhance local initiatives. Their continued presence and involvement reflect a strong dedication to fostering community engagement and building meaningful connections across the city.

### 4. Accomplishments and Outcomes

Major Accomplishments:

- Community Food Drives
- Back-to-School Uniform Giveaway
- Back-to-School Event
- Volunteering at City Events

Back-to-School Uniform Giveaway for 75 MOST Grant Children attending summer camp at the Vernon E. Hargray Youth Enrichment Center



Bright Smiles, Bright Futures: Back-to-School Partnership with Vice Mayor Colbourne  
This initiative helped prepare all summer camp participants, as well as children across Miramar, for a successful return to school. By providing essential dental screening and education.



The advisory board's first community food drive of the quarter took place in April, hosted by Vice Mayor Colbourne at Lakeshore Park. During the event, 500 bags of food, generously donated by Farm Share, were distributed to community members.



The board actively participated in the July 4th celebration and continues to visit parks and facilities throughout the city. They regularly communicate with the department, sharing any concerns they observe firsthand or that have been brought to their attention by community members, helping to ensure that city amenities meet the needs of all residents.

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

The board discovered that many community members, including those at the Miramar Campus was unaware of the Parks & Recreation Advisory Board. In response, they have made a deliberate effort to become a visible presence for Parks & Recreation by attending as many city events as possible. Their visibility continues to grow through community outreach events, inviting elected officials to board meetings, and partnering with officials on initiatives that engage and benefit local residents.

## **6. Financial Overview**

The board operates without a dedicated budget for events, relying on its own resources to support initiatives. To raise funds and build community connections, board members have also begun selling Italian ice at select city events. These efforts not only generate funding but

also help foster partnerships that bring additional events to Miramar and create opportunities to collaborate with elected officials on community initiatives.

## 7. Future Plans and Recommendations

The board is committed to bringing events and resources to the Miramar community with a primary focus on:

- Mentoring youth
- Sharing scholarship opportunities and assisting with college applications
- Community resources
- Senior assistance

### Key Goals:

#### 1. Support Higher Education:

- Address the lack of higher education in African American communities by educating families about available resources and opportunities.
- Minimize the financial burden for families seeking higher education for their children.
- Work with sponsors and donors to ensure necessary resources and funding are available for these efforts.

#### 2. Summer Programs for Youth:

- Provide engaging and educational activities for Miramar Summer Campers, preparing them for the upcoming school year.
  - *Example: "Bright Smiles, Bright Futures"* – A program sponsored by Colgate to encourage healthy dental habits.
  - *Back-to-School Health Day* – Ensuring that all children are in good health and ready for the school year.

#### 3. Focus on Senior and At-Risk Residents:

- Expanding efforts to include support and services for senior residents and those at risk within the community.

#### 4. Collaborate with Parks & Recreation leadership to promote inclusion for all community members within park amenities and programming.

- For example, developing programs specifically designed for young adults on the autism spectrum.

### Approach:

- Collaboration with local organizations, sponsors, and community leaders.
- Hosting targeted events, educational workshops, and outreach programs.

## 8. Conclusion

This report covers the last quarter for the Fiscal Year 2025, April 2025 through to, and including, September 2025, as well as gives a glimpse into future events that the Board is planning to bring to the residents of Miramar.