



**CITY OF MIRAMAR
INTEROFFICE MEMORANDUM**

TO: Mayor and City Commissioners
FROM: Dr. Roy L. Virgin, City Manager 
BY: Billy Neal Director, Parks & Recreation
DATE: November 14, 2024
RE: Temp. Reso. No. 8281 – Parks & Recreation Board Advisory Update

**1. Introduction
Parks & Recreation Advisory Board**

Meeting Information

Day: 4th Monday / month

Time: 06:30pm

Location: Parks & Recreation Conference Room (2200 Civic Center Place, 2nd Floor)

Staff Liaison: Billy Neal, Director (bdneal@miramarfl.gov) 954-602-3344

The Parks & Recreation Advisory Board's was created through ordinances approved in 1991 under Ordinance 92-16 with the principal function to advise and make recommendations to the City Commission on matters concerning recreational, athletic, and cultural activities within the community. Since then, the board has been involved in developing community engagement programs for the summer and winter camp children within the city, participating in city events and partnered with commissioners to bring community engagement events to the residents.

The board meets 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 to the monthly meetings.

The purpose of this report is to highlight the board's activities in the most recent quarters (Q3 – Q4) and those that are planned.

2. Board Composition

NAME	ROLE	APPOINTMENT DATE	BACKGROUND
Dr. Yelena Revere	Chair	05/05/2021 (At Large)	Educator
Mr. Lair Hall	Vice-Chair	07/03/2018 (Commissioner Barnes)	Finance
Synthia Parchment-Green	Member	04/20/2011 (Mayor Messam)	Community Engagement
Sherria Williams	Member	07/06/2022 (Vice Mayor Davis)	Lawyer
Nichola Office	Member	05/17/2023 (Mayor Messam)	Realtor
Joshua Rhodes	Member	07/06/2022 (Vice Mayor Davis)	Public Employee
Carlos Ramsay	Member	01/15/2000 (Commissioner Colbourne)	Community Engagement
Carlister Gordon	Member	08/17/2022 (Commissioner Chambers)	Public Employee
Abdool Gani	Member	06/03/2015 (Commissioner Chambers)	Public Employee
Ian Excell	Member	09/04/2019 (Commissioner Barnes)	Dispatch Logistician

3. Meetings and Activities

This report covers Q3 – Q4 for the Fiscal Year 2024, April 2024 through to, and including, September 2024.

The board made a conscious decision at the end of FY23 to be more engaged within the community and at the First Annual Summer Retreat the Board prepared a FY24 calendar outlining events that they will bring to the community and city events that they would like to volunteer or participate in.

- Community Engagement
 - Food Drives
 - Programs for the children attending Miramar Camps (summer and winter)
- Participation in city events
- Community awareness
 - Park development programs
 - Resident feedback on parks
- Annual Retreat
 - Planning for FY25 community engagement and activities

4. Accomplishments and Outcomes

Major Accomplishments:

- Community Food Drives
- Back-to-School Uniform Giveaway
- Colgate Bright Smiles, Bright Futures Mobile Dental Van
- Heiken Mobile Vision Unit
- Participating at City Events

On June 1, 2024, the Board held a community food drive, hosted by Mayor Wayne Messam, at the Multi-Service Complex and distributed 500 bags of food.



In July, they participated in the City's July 4th celebration where they sold frozen ices and also partnered with Colgate "Bright Smiles, Bright Futures" and Heiken Children's Vision Program to bring free dental and vision screening to the city summer camp program participants. These were hosted by Commissioner Colbourne. The participating campers received free glasses, if required, as well as free dental health kits, aligning with their commitment to bring community outreach programs to the city, in particular for the young and elderly.



In August, the Board once again partnered with Commissioner Barnes for their annual Uniform Giveaway for the GRANT Program summer campers at the Vernon E. Hargray Youth Enrichment Center. They also participated in the Jamaica Emancipence celebration, where they sold the traditional Jamaican "suck sucks" and held their annual retreat to discuss FY25 goals for the Board.



The board members continue to visit parks and facilities and send their feedback to the Director about any concerns that they have personally found or have been shared with them by members of the community.

5. Challenges and Lessons Learned

At the beginning of the fiscal year, the board found that many within the community, and within the Miramar Campus Community, were not aware that there was a Parks & Recreation Advisory Board and continued to build their visibility by being present at as many City Events as possible and by bringing community outreach programs to the residents.

6. Financial Overview

The board does not have any funding resources and uses their business network, as well as partnering with the elected officials, to bring programs and events to residents of Miramar.

7. Future Plans and Recommendations

For FY25, the board plans to continue bringing community outreach programs to the residents with a focus on mentoring and sharing scholarship opportunities and assisting with college applications for young adults within the community.

They would like to be part of the drive to reduce the lack of higher education within African American communities through educating the families of Miramar on resources and opportunities available to obtain assistance for children to obtain higher education with minimal financial burden.

“It is not only about recreation but also education to build a good future”, Dr. Revere.

Planned for FY25

- Junkanoo with Santa
- Community Food Drive
- College Fair

- Participate in the "Role Models of Today Creating of Leaders of Tomorrow" mentoring program
- Continued participation in city events
- Summer Camp programs

8. Conclusion

The Parks & Recreation Board has been involved in a variety of events and programs over the past two years and is focused on continuing their collaboration and partnership with the department and city officials.

On a broader scale, the board focused on bringing programs to the department that will foster a sense of belonging within the community and provide welcoming and inclusive programs with a focus on health and education. Finally, by being present at city events, the board is able to speak with residents and get firsthand feedback on their experiences with the city parks and facilities and share this knowledge with the department as well as share how they can assist the department.