



**THE CITY OF MIRAMAR
PARKS & RECREATION
ADVISORY BOARD REGULAR MEETING MINUTES**

JUNE 23, 2025

6:30 P.M.

The City of Miramar's Parks & Recreation Advisory Board (PRAB) met for its regular meeting on Monday, June 23, 2024, at 6:33 p.m. at the Community Service Building, 2nd floor conference room, 2200 Civic Center Place, Miramar, FL 33025.

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ATTENDANCE - BOARD MEMBERS**

The following members of the Parks & Recreation Advisory Board were present:

Dr. Yelena Revere, Chairperson
Lair Hall, Vice Chairperson
Roland Cherasard
Abdool Gani
Carlister Gordon
Nichola Officer
Joshua Rhodes
Carlos Ramsay
Kimberlee Williams
Sherria Williams

The following member of the Parks & Recreation Advisory Board was absent:

Synthia Parchment-Green (Excused)

A quorum was achieved.

Staff present:

Billy Neal, Director, Parks & Recreation (P&R)
Jacqueline Lovell-Santos, Dept. Coordinator, P&R

4. APPROVAL OF MINUTES:

- **April 28, 2025**

Mr. Gordon made a motion to approve the minutes of April 28, 2025, as presented, seconded by Ms. Officer. The motioned passed unanimously.

5. Welcome to New Board Members

- **Roland Cherasard**
- **Kimberlee Williams**

Chairperson Revere welcomed the new board members present, asking them to introduce themselves.

Roland Cherasard said he resided in South Florida since 2004; he looked forward to serving on the board.

Kimberlee Williams stated she was a social worker for over 26 years in Dade-County Public Schools, currently on the crisis team; she resided in Miramar since 2004. She ran an afterschool program for 24 years, and she worked on a nonprofit LLC working with young adults who were homeless, and/or disabled.

Chairperson Revere mentioned having seen Ms. Williams work over the years, so she felt the board was in good hands in launching a special needs project.

Vice Chairperson Hall remarked that one of the board's main objectives in the current year was to look at autism, and special needs Miramar residents; many times it was found that parks lacked the special equipment they needed. The board and Parks staff would be exploring what could be done to incorporate equipment that would enhance the use of the City's recreational facilities for the local special needs population. He noted some of these individuals aged out of school, and they were limited in where they could go for recreational activities.

6. City Updates: Parks & Recreation Director Billy Neal

P&R Director Billy Neal noted the following:

- P&R was the fourth largest department in the City of Miramar, and the busiest department, as it was the number one sought out department to meet every other department's needs
- Not only did they maintain 40 plus city parks, staff engaged the community, and helped other city department with services they sought
- On Saturday, June 28, 2025, 5:00 p.m. to 10:00 p.m., the Taste of the Caribbean event would take place at the Miramar Amphitheater, Miramar Regional Park, hosted by City Commissioner Edwards; along with food tastings, there would be music, and children's activities, etc.
- The amphitheater was no longer being handled by an external contractor, it was now being managed by P&R Chief Amphitheater Officer, Enrique Bradfield; Mr. Bradfield working with Parks staff; he had been with the City for P&R for about four or five month; he would invited Bradfield to a board meeting to formally introduce him to the board; managing the amphitheater in house was more efficient, as when it was managed by an outside contractor the City had to submit a request to the facility, and there set dates that the facility could be used by the City; now when City events were held at the amphitheater, all the proceeds came to the City
- On **Mr. Neal says Wednesday, June 26, but this event was either on Thursday, June 26 or Wednesday, June 25 - PLEASE CONFIRM AND CORRECT WHICH**, 2025, 12:00 p.m. to 2:00 p.m. at City Hall, there would be an employee event at which City employees could attend, and show the colors of their countries of origin; there would be music, and food.

7. UPCOMING EVENTS – ADVISORY BOARD PARTICIPATION:

- 4th of July Celebration

Mr. Neal said the Fourth of July event started at 4:00 p.m. at the Miramar Regional park; this was the largest annual city event; along with a very colorful fireworks display, the activities would include food trucks, bounce houses, music, games and activities for children; the board would be selling ICEEs, etc. to raise funds for its scholarship program.

Chairperson Revere asked board members to attend to confirm with staff which shifts they would work at the event. Board members working the first shift needed to be at the park at about 3:00 p.m. to set up; the second shift began at 6:00 p.m.

Ms. Lovell Santos confirmed for the first shift starting at 3:00 p.m., Dr. Revere,

Mr. Hall, Ms. Williams, and Mr. Rhodes would be present; for the second shift beginning at 6:00 p.m., Mr. Gani, and Mr. Gordon, along with board members from the first shift wishing to stay longer. She secured the automatic card machine, and she ordered five, and seven-ounce plain plastic cups; the pricing would be \$5.00 for the five-ounce cup, and \$7.00 for the seven-ounce cup. She would get additional scoops to dispense the ICEEs. The flavors of the ICEEs would include rainbow, coconut, pina colada, blue raspberry, strawberry, cherry, mango, and pineapple; the napkins and spoons were already ordered; there would be a water dispenser as well to hand out free cups of water.

- Summer Camp Events
 - Colgate Bright Smiles/Bright Futures - Thursday, July 24th - YEC Hosted by Commissioner Yvette Colbourne

Registration for the Colgate summer camp event would be posted on EventBrite for Miramar parents to register their children.

- Nicklaus Children's Hospital - Health Fair - Thursday, July 31st (proposed date) - YEC - hosted by Commissioner Yvette Colbourne

The Nicklaus Children's Hospital event was postponed, as the hospital had a communication breakdown on their end due to an issue with their IT system; city staff was working with them to see when an event was possible, which might be in the fall; the plan was to do both children and adult screenings.

Chairperson Revere indicated she would be researching which entity in Broward County could do a health event to conduct vision and hearing exams, and other screening for children. When a health fair was done for children, it was important to cover such screenings, along with dental, mental health, etc. The services were rendered for free to the community, usually provided from a health van.

Vice Chairperson Hall mentioned there was be an organization in Plantation.

Mr. Neal affirmed that the City had a partnership with Memorial Hospital of Miramar, and their health vans were stationed at City parks at different times of the year for a few weeks at a time; this was organized by Dr. McSwain with the City, who worked with Memorial Hospital on the City's behalf.

Chairperson Revere asked Mr. Neal to look into whether the health vans provided the abovementioned services for children, and if they did not, ask if they could find a doctor to provide the services from the Memorial health vans.

Mr. Rhodes thought the Youth Enrichment Center (YEC) was a good venue at which to provide such services.

Mr. Neal knew Commissioner Cherasard wished to sponsor a health initiative, so he would check with her for an available date; he knew she wished to do a drive-thru event.

Chairperson Revere mentioned speaking with John at Farm Share about providing the fixings at the City's Thanksgiving turkey giveaway; he confirmed they could provide the food, so they were working on solidifying that arrangement. Other sponsors would be sought to fill in any gaps. She mentioned John was currently working on funding for weekly distributions of food to senior citizens, and she hoped the service would be provided to Miramar seniors, likely via the City's senior centers.

Mr. Neal stated his staff and he were working to partner with Feeding South Florida for them to do free cooking classes for the community; this would open the door for the City to do more initiatives with them. The quality of the food they distributed was the highest over other like organizations.

Chairperson Revere wondered if they could take the cooking classes to Miramar's children via the summer camp, educating them on healthy eating, etc.

- Back To School Uniform & School Supplies
Monday, August 5th - YEC

Ms. Lovell-Santos mentioned staff had the forms ready for parents to fill out for the uniforms, and undergarments.

Ms. 40:05 stated the donor for the uniforms could not donate children's undergarments, but she looked at doing it through Walmart or Target, and estimated it would cost about \$25.00 per child, or a total of \$1,500.00.

Mr. Neal said the donor for the uniforms could simply purchase the undergarments from one of those stores, and include them with the uniforms, since the City already had an agreement with them to provide the uniforms, and the City would just pay one donor for all the school clothing.

Chairperson Revere received a unanimous board consensus for staff to proceed accordingly.

Ms. Lovell-Santos summarized that the school clothing donation would include uniforms, underwear, undershirts, and socks. She would email the details to the

board members, asking which members would be present to help with handing out of the donations; it was important to get to the event earlier, so the items could be sorted according to students' names. In 2024, after the sorting, atop each stack of items of clothing was the registration form with each child's name. She said the items would be distributed at the YEC.

Chairperson Revere suggested board members and staff meet at YEC at about 1:00 p.m.; the distribution would be from 2:00 p.m. to 6:00 p.m.

Ms. Lovell-Santos said the distribution would be on Monday, August 4, 2025, the week before the new school year started, the last week of summer camp. She went on to review the shirt options for the board to wear at their community events. Board members chose teal as the color, giving her their sizes.

Mr. Neal mentioned Mr. Hall's son, a male resident who was currently the 2024/2025 Gatorade All American Player of the Year in the sport of soccer; he came through the ranks of Miramar's soccer program. The young man was now using all he learned to spearhead doing bigger and better things for the community. He was working with the City's Police Athletic League (PAL) to put on a free soccer clinic for over 200 youths, and Gatorade was giving him funding for that program. P&R staff would seek out sponsorship to provide food and drink for the players, and coaches, so the board could help with handing them out.

Ms. Lovell-Santos said at the board's next meeting, members needed to discuss the Thanksgiving giveaway event, as she received calls from residents; dates could be explored, so the board could work with Farm Share.

Discussion points: The board would work on finalizing its calendar of events at the next annual retreat, including dates and venues for the Thanksgiving giveaway; the scholarship awards, etc.; staff was working on grant funding for computer cards, etc.

8. ADJOURNMENT:

The next meeting would be Monday, July 28, 2025, at 6:30 p.m.

The meeting was adjourned at 7:37 p.m.



Dr. Yelena Revere, Chairperson
YR/cp