



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

APRIL 27, 2026

6:30 P.M.

The City of Miramar's Parks & Recreation Advisory Board (PRAB) met for its regular meeting on Monday, April 27, 2026, at 6:34 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
Abdool Gani
Nichola Officer
Synthia Parchment-Green
Joshua Rhodes
Kimberlee Williams (Late)
Sherria Williams

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

Roland Cherasard (Excused)
Carlister Gordon (Excused)
Carlos Ramsay (Excused)

A quorum was achieved.

Staff present:

Billy Neal, Director, Parks & Rec. Dept. (P&R)
Holly Hicks, Assistant Director, P&R
Jacqueline Lovell-Santos, Dept. Coordinator, P&R
Maria **Reberra**, **Rovira** Parks Manager, P&R

Ms. Lovell-Santos stated Mr. Cherasard and Mr. Ramsay were out of the country, and Mr. Gordon was studying for exams.

4. APPROVAL OF MINUTES:

- **March 23, 2026**

Deferred to the next meeting.

5. PRESENTATION: P&R Parks Manager Maria **Reberra **Rovira**1:29**

Parks Manager Maria **Reberra** **Rovira** gave a presentation on the City's new P&R project, as detailed in the backup; specifically, the applying for a grant to upgrade the existing walking trails at Lakeshore Park, 8501 N. Sherman Circle; the area to be upgraded was about a mile in total. She noted there were steps to get the grant, including bringing the project to the PRAB for input, along with public advertising, and further meetings; the latter included a community meeting that would take place on May 13, 2026, at 6:30 p.m. at the present location. A community organization meeting would take place at Fairway Park for resident input, and a letter that gave the City's P&R access to the subject grant. She said the City would provide a grant match of \$245,000.00 from the P&R's Capital Improvement Program (CIP); if approved, the City would be granted \$245,000.00 by the State. The upgrade included the refurbishment of the trails, the majority of the funds going to the improvement of the walking path, as well as to connections to some areas, such as bathrooms, and to the existing fishing pier that was in need of improvement. She noted the bathroom ramps would be updated, particularly with regard to ADA accessibility to allow persons in wheelchairs to access the bathrooms. New trash receptacles, and signage would be installed.

Assistant P&R Director Holly Hicks mentioned the involvement of the Florida Recreational Department and Protection (FRDAP), and the Land & Water grant application; this was the agency through which the City was applying for the subject grant. She indicated there were existing park amenities that were funded in 2020 by a similar grant that enabled the City to add new fitness stations, do improvements to the restrooms, and the trails. However, with regard to the latter, there had been a lot of intrusion on the asphalt walking trail by trees, so many areas along the asphalted walking path needed to be replaced. The main intent

of the grant was to improve the walking trail so patrons could safely enjoy walking through the whole park. She commented that the City hoped to improve other elements, such as adding asphalt, and striping to the parking lot.

P&R Director Billy Neal recalled the subject park was once the City's largest park where many city events were held, and the amenities including a playground and pavilion that was once a parking lot; it was where the City currently hosted MLK celebrations. This park was over 40 years old, and the City did numerous renovations and upgrades over the years; it was still one of Miramar's biggest parks; its many amenities attracted the surrounding community to better utilize the park, and it was now very active. He mentioned that ten years ago the City's parks fell under the Public Works Department, and when they were moved to the P&R, the parks needed some \$20 million in improvements; over the last ten years, the City's parks went through many improvements to bring them up to standard. There was still much the City needed and wanted to do to its parks.

Vice Chairperson Hall asked about improving the walking path at the lake line.

Mr. Neal responded that the lake line portion at all city parks was always open, and it was a well utilized area by Miramar's families; whenever there was an event at the parks, city staff always monitored the lake line. There were always signs posted prohibiting swimming, but parents were ultimately responsible for their children when they were in that area of the park.

Chairperson Revere suggested the City have groups visiting city parks sign a nondisclosure agreement when utilizing city park facilities.

Vice Chairperson Hall questioned if there were markers along the existing walking trail to indicate how far one walked.

Ms. **Roberra Rovira** replied this would be part of the proposed new signage.

Ms. S. Williams asked when staff would be notified on whether or not the City received the subject grant.

Ms. Hicks explained that the process for the subject grant was a long one, as it included going through the State's Environment Protection Agency (EPA), Florida Department of Traffic, etc. The last time the P&R applied for a similar grant it took close to a year to find out if the City was awarded the grant, after which it took another year to get through all the various environmental agencies; the process could take up to five years.

6. CITY UPDATES: PARKS & RECREATION: Director Billy Neal

Director Billy Neal provided the following update as detailed in the backup:

- The P&R staff gave their budget presentation two weeks ago; they discussed what they planned for fiscal year (FY) 2027, their goals, objectives, challenges, etc., and the funding they sought for FY 2027
- P&R's requested funding for FY 2027 from city management was already denied; thus, if an elected official asked Parks to fund any of their events, Parks would have to say no, leaving them to find their funding elsewhere
- Most of the attendees at the P&R's last budget presentation had gone through it for the last five years; the Parks Department was staffed with many smart individuals, and at the most recent presentation, staff did something different that other city departments would likely mimic; accordingly, the board was shown the video for the P&R's proposed FY 2027, and the plan for those funds
- The video was created in collaboration with the Marketing Department, and its application was versatile, in that it could be used for purposes other than budget purposes with a little tweaking, such as to present at community meetings, post online for residents to see what park upgrades were being done in their area, etc.

Ms. Parchment-Green found the video amazing, as a lot of valuable information was conveyed in a short time.

Chairperson Revere concurred, stating the short, colorful, and interactive nature of the video would appeal to the public, providing them with good information. It would be very beneficial if the whole city adopted a similar method for their budget presentation.

Ms. Lovell-Santos acknowledged the presence of Ms. K. Williams.

Chairperson Revere thanked Ms. K. Williams for all she did for the recent Autism Walk event, urging her to begin planning for next year's event, as she hoped it would grow every year. It was great to see the parents and families out walking, and the valuable information they received; though she was unable to attend, she did review the photographs posted on the event, as any activities that catered to children with disabilities were touched her heart. She thought it would be good for the City to host its own special Olympics when the time got cooler, such as in October or November, or host a flag football event, as she was confident she could get a few NFL players to come out in support of such an event. The board was more than willing to help Parks staff on any special needs-related initiatives.

Ms. K. Williams showed the board a mailing list of people who, after the recent

event, wished to be notified when next the City would be doing like events; most were from Miramar, but other attendees were from surrounding cities. The event volunteers and she canvassed the parents and children to find out what types of activities they desired; their suggestions would be taken into consideration when planning future events, as the community was very excited. Some attendees indicated their interest in sponsoring and/or volunteering for future events.

Ms. S. Williams mentioned not having much experience attending such events, so it was a great to observe Ms. K. Williams walking around the event interacting with the attendees and volunteers.

Mr. Gani noted he walked around the event collecting information from each vendor; they expressed pride in supporting such events. At one point he met the commissioner from Dade County, introducing **him/her** to an attendee and her two children, so they could converse on plans for an event in October or November. He, too, heard feedback from attendees who were very excited about the next event.

Vice Chairperson Hall wished to ensure that any information sent out to the community was done in partnership with Commissioner Cherasard, suggesting that staff invite her to attend a subsequent PRAB meeting. As the board identified and associated Commissioner Cherasard with the subject project, it was important for the board to meet with her, understanding that if she was unable to partner with the PRAB on the initiative, the board would move on to another city commissioner.

Ms. Lovell-Santos affirmed Commissioner Cherasard wished to attend a PRAB meeting, she just needed sufficient notice of the meeting date. She recalled that the board wished to invite Commissioner Edwards to the PRAB's June meeting to discuss the back-to-school uniforms initiative; she received a board directive to invite both Commissioners Cherasard and Edwards to the board's June meeting.

Mr. Gani thought, pertaining to the autism event, Commissioner Chambers should be asked to attend a PRAB meeting to give his input to the board, as he knew most of the vendors, and the board could get a lot done.

Chairperson Revere suggested the board defer inviting Commission Chambers's input until there were more concrete arrangements, and the involvement of Commissioner Cherasard was secured. The vendors for the event were already identified, and once a date, etc. were identified, Parks staff could contact the vendors to determine which ones were available. She said the event was for anyone diagnosed as being on the autism spectrum, from mild to severe; as this was the first time the PRAB would be hosting such an event, getting

Commissioner Cherasard involved was very important. The board needed to discuss and set down on paper what it wished the event to look like, so Commissioner Cherasard could better determine the extent of her sponsorship.

Mr. Gani stated most of the vendors he spoke with expressed a willingness to donate and help the PRAB on autism events. He said some of the vendors he approached were nonprofit organizations, so they could not be involved as sponsors, but they were willing to help with the event.

Ms. Lovell-Santos said the PRAB meeting in June was the 22nd. The board did not have a meeting in May due to Memorial Day, but the board's healthcare event was June 20th, 9:00 a.m. to 2:00 p.m. at the Youth Enrichment Center (YEC), so the board needed to meet prior to that date. She said both Dr. McSwain and a Memorial Hospital Miramar representative would attend.

- There was a board consensus to meet on May 18, 2026, in the present room at 6:30 p.m.

Chairperson Revere mentioned the board did not hold its annual retreat in 2025, asking if it was possible to have a retreat in 2026.

Ms. Lovell-Santos responded that she would check available Saturday dates in August 2026 for the annual retreat, including contacting the hotel venue. She received confirmation that the PRAB would do its annual fundraiser at the City's July Fourth event.

Vice Chairperson Hall confirmed the board would do its usual 250 ICEES, etc.

Ms. Lovell-Santos asked the board about fixing a date for the express sports physical event; it would be a separate event from the June event due to the amount of time the physicals required.

Ms. S. Williams believed the youth football programs started training, etc. in June or July.

Chairperson Revere said it was, therefore, important to have the youths complete their physicals before they started training.

Mr. Neal mentioned that the children needed to have ID cards before starting school in order to play youth sports; this was a new School District requirement. The City's youth groups were already working with the Department of Motor Vehicles (DMV) on getting the ID's done via mobile DMV units coming out to city parks; they would begin on the first weekend in May. He said they would be

working with Miramar's four youth sports groups.

Vice Chairperson Hall suggested adding the mobile DMV to the youth physicals event.

Chairperson Revere agreed; if the mobile DMV could be present, athletes who missed getting their IDs could get them at that time.

Vice Chairperson Hall thought July was a good month to host the PRAB's event.

Ms. Lovell-Santos remarked the event had to be on a Saturday to accommodate the parents; she would contact Memorial to see when they were available to do the physicals, and let the board know.

Vice Chairperson Hall observed July 18 or 25 appeared to be the choice dates.

Chairperson Revere asked about the PRAB possibly hosting a carnival during the Christmas holidays, possibly at the Regional Park.

Mr. Neal answered yes; he would look at the calendar for a possible date.

Ms. Lovell-Santos mentioned the back-to-school initiatives, stating the distribution would be to summer camp attendees; they would include hygiene products from Memorial, asking if they should be universal, or male/female specified; she received a board consensus to focus on universal products.

Ms. S. Williams preferred male/female products, though it would be difficult to determine the number until the children began summer camp.

Chairperson Revere felt it better to do universal products, so in this way all children received the same products.

Ms. Lovell-Santos commented there would be 70 children attending the City's free summer camp, ten of whom were not under the grant; the hygiene products would be provided to all attendees. Mr. Hall needed to get his back-to-school uniform proposal to Commissioner Edwards as soon as possible.

Vice Chairperson Hall said he would use the same proposal used in 2025.

Ms. Lovell-Santos noted the backpack giveaways in July were being covered by both Commissioner Colbourne for summer camp attendees, and Commissioner Cherasard for the wider Miramar community.

7. Board

- Around the Table

Chairperson Revere reminded the board there was no May 25 meeting; instead, the board would meet on May 18, at which Dr. McSwain and a Memorial representative would be in attendance. She asked which shirts board members should wear at the June 20th event.

Ms. Lovell-Santos suggested PRAB members wear their blue short-sleeved shirts; she would email a reminder to all board members.

Chairperson Revere asked that staff get the City's Fourth of July shirts for PRAB members to wear at the event.

Ms. Lovell-Santos affirmed she would notify city staff to include shirts for the PRAB, adding that she already had their sizes.

8. ADJOURNMENT:

The next meeting would be Monday, May 18, 2026, at 6:30 p.m.

The meeting was adjourned at 7:36 p.m.


Dr. Yelena Revere, Chairperson
YR/cp