



**THE CITY OF MIRAMAR
BUSINESS INDUSTRY DEVELOPMENT
CONSTRUCTION & PROFESSIONAL SERVICES
ADVISORY BOARD MEETING MINUTES**

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| FEBRUARY 10, 2026 | 1:00 P.M. |
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A meeting of the City of Miramar’s Economic Development & Housing (EDH) Department’s Business Industry Development (BID) Construction & Professional Services Advisory Board took place at 1:18 p.m. on Tuesday, February 10, 2026, 2nd floor, Engineering Conference Room W-201L, EDH Department, 2200 Civic Center Place, Miramar, FL 33023.

TRANSCRIBER’S NOTE: WILL EVERYONE PLEASE ALWAYS STATE YOUR NAME EACH TIME YOU SPEAK, PARTICULARLY WHEN YOU ARE MAKING MOTIONS AND SECONDS IN VOTING! THE TRANSCRIBER IS NOT PRESENT IN THE ROOM, AND CAN ONLY GUESS WHO IS SPEAKING IF NO NAME IS GIVEN.

1 & 2 CALL TO ORDER/ATTENDANCE

The following board members were present:

- Vice Chairperson Vernon Williams, Brigcon Construction Svcs.
- Mac Alabre, CEO, Lien Library Inc., FIU
- Denise Brown, President, DPX Construction Management
- Vernon Dooling, Minority Builders
- Amaury Genao, Turner Construction Company
- Garrie Harris, CEO, Alpha 1 Staffing
- Robert Washington, Instructor, Carpenters & Pile Drivers Union

The following board member was absent:

- Chairperson Dorothy Brown-Alfaro, Jador Intl. Corp. (Excused)

A quorum was achieved.

Other persons present:

Marisela Sanchez, BID Coordinator
Dr. Karen Hollis, Chief BID Administrator
City Attorney Jordan Gary

Dr. Hollis mentioned that Ms. Brown-Alfaro was absent; pursuant to the City code, the board must vote on whether to excuse her absence or not. She was involved in the continual care of her husband at present, and she is unable to attend. She went on to read into the record Chapter 2, division one of the City's Code concerning the removal of board members for excessive absences, as provided in the backup.

Vice Chairperson Williams asked if it was a permanent situation that Ms. Brown-Alfaro would be taking care of her husband.

Dr. Hollis noted that Ms. Brown-Alfaro asked that she not be removed from the board.

Mr. Genao commented that the board was typically challenged with achieving a quorum, asking if retaining Ms. Brown-Alfaro make it even more difficult.

City Attorney Gary replied that it would make it difficult for the board to achieve a quorum.

Ms. Brown understood that the board was not prevented from asking that another person be appointed to the board.

City Attorney Gary replied that the board would have to ask the City Clerk to inform the Commission of the need to appoint another board member. She added that there was currently a vacancy on the board.

Mr. Alabre observed that if Ms. Brown-Alfaro was unable to physically attend board meetings, and fill her role as both a board member, or chairperson, she could inform Dr. Hollis in an appropriate manner, so the board could take the necessary steps to replace her.

Vice Chairperson Williams considered Ms. Brown-Alfaro's situation an extreme one in that she was caring for an ill husband, and as the board made accommodations for Mr. Dooling to remain on the board when he had to be absent for a time, the same consideration should be given to Ms. Brown-Alfaro.

Mr. Genao asked if a board member's position on the board be frozen due to a leave of absence; and, as Ms. Brown-Alfaro's position was board chair, how was

this being handled with Mr. Williams continuing as chair, as was his charge as vice chair until she returns.

Vice Chairperson Williams reminded the board of discussions at an earlier meeting regarding electing new board officers, which he completely supported.

City Attorney Gary asked when the last board held elections.

Dr. Hollis indicated the board had not held elections since its inception.

City Attorney Gary stated city advisory boards were required to have elections every year.

Dr. Hollis pointed out that the board only became operational in 2024. After speaking with both legal staff, and the City Clerk, she learned that there was no freezing of positions for board membership. For each board meeting, she had a roll call sheet, and if she knew ahead of time that a member would be absent, this should be noted on the sheet, so that at each meeting the board could vote on whether or not to excuse any absent members.

City Attorney Gary added that it was up to the board to decide whether or not an absence should be excused, and if a member had two consecutive unexcused absences, or three in a six-month period, they could be removed by a board vote from the board, and the City Clerk notified by staff that a replacement member was needed.

Ms. Denise Brown thought that it was not appropriate for Ms. Brown-Alfaro to remain as the board's chair in light of her extended absence, but she could continue to be a board member without issue. The board needed a chair who could be present.

Ms. Harris concurred, and she felt it was appropriate for the board to get a timeline from Ms. Brown-Alfaro as to the length of the anticipated absence, so a decision could be made.

City Attorney Gary explained that elections should be properly noticed, so this could be an agenda item for the next board meeting.

Ms. Harris made a motion to approve the excused absence of Ms. Brown-Alfaro for the present meeting; seconded by Vice Chairperson Williams. The motion passed unanimously.

Dr. Hollis indicated the next board meeting would be Tuesday, March 10, 2026.

3. APPROVAL OF MINUTES: Signing of Past Minutes:

The vote on the minutes was done just before the New Business agenda item was discussed.

- Regular meeting minutes of January 13, 2026

Mr. Genao made a motion to approve the regular meeting minutes of January 13, 2026, as presented; seconded by Ms. Harris. The motion passed unanimously.

4. ASSISTANT CITY MANAGER (ACM) SHAUN GAYLE

Dr. Hollis stated ACM Gayle requested to be placed on the board's agenda, so she could formally introduce herself to them; she previously attended a number of workforce initiatives with a few of the board members at Miramar High School. However, she had a scheduling conflict with today's meeting and could not attend.

5. PROCUREMENT TRAINING

Dr. Hollis distributed handouts for the board to review on the two procurement trainings she attended in February 2026, noting the handouts were for the board's perusal, not for the board members to take with them, or to indicate that these were measures approved and/or enacted by the City. At the trainings she noticed from a portion of the presentation that in the MUNIS system, staff was not asked why local businesses were not being used; the presenter said this was just a question that had never been asked. She felt this was important to know and she submitted questions to Procurement. They are now reviewing the three reasons: 1) local business was not the lowest quote; 2) the local business cannot provide the goods or services needed; or 3) the firm is no longer in the City of Miramar. She said this was not definitive, but she will keep the board updated on her BID efforts.

Mr. Genao asked about the contracts typically awarded by the City; that is, did the City prefer awarding them lump sum, cost plus, etc., and what was the structure that the City worked from, as this impacted whether or not smaller firms could engage.

Vice Chairperson Williams clarified the question was whether the City preferred to award contracts based on lump sum, cost plus, or maximum price, agreeing it would affect how a small business engaged with doing business with the City. He stated most of the City work was based on lump sum contracts worth

\$250,000.00 or less.

Dr. Hollis said she would confirm the information with Procurement and let the board know. She knew that the types of procurement, and the solicitation could be open to success for any firm.

The second training discussed the City's current thresholds; in light of the extreme increases in pricing in general, and in the construction industry in particular, review adjustments should be made by the City. She submitted to the Procurement Director, who informed her that she, too, made similar suggestions. Again, nothing was final, but these were some of the BID actions being taken.

Ms. Brown suggested, with regard to the three questions mentioned earlier, she believed the City used a point scoring system on some of their quotes, so even a small business's was not the lowest, if they were local, and minority owned, they would be awarded additional points, so they could still get the contract.

Dr. Hollis noted she was referring to purchases that did not go through Procurement; that only requires getting three quotes. She is always looking at ways to ensure ALL firms are being considered for those purchases.

Ms. Harris asked if when departments were asked if they got quotes from small businesses, was there just a yes or no answer to the question, or were they required to elaborate.

Dr. Hollis replied, depending on the size of the purchase, if staff followed the guidelines, including getting three quotes, they did not have to give an account as to whether or not they chose a local vendor. Some purchases were sole sourced, while others were exempt from the competition process, etc., so ensuring that departments used local businesses for their goods and services needs is not always possible and is not a mandatory requirement.

Mr. Alabre wondered if department staff had access to the Tough Leaf platform, as he thought it contained information on all small local businesses, including the goods and services they provided.

Dr. Hollis answered Tough Leaf is a consultant that BID has access to use. She said all city departments used the business tax list to find local businesses, including the Fire, Police, and Building, Planning, & Zoning Departments; it was the most current list of Miramar's local businesses. She believed the business tax staff updated the list at regular intervals and sent it to all city departments. City staff always had access to the Procurement Department's vendor list.

6. PROJECT MENTORING WITH TURNER CONSTRUCTION

Dr. Hollis urged board members to register as soon as possible for the subject program; there would be a pre-networking breakfast, and a post-networking lunch. To date, there were 135 people registered; the flyers were distributed to the Tri-county area.

7. OLD BUSINESS:

a. ESB Workforce Development Mentoring @ Miramar High School

Vice Chairperson Williams stated he would be doing the subject mentoring initiative, noting he asked Ms. Brown for feedback on how the last mentoring session went.

Ms. Brown said she was not present, but she spoke with the person who did the mentoring, and he said he thoroughly enjoyed working with the students. She knew part of the discussion with the students was about diversity, which was very interesting, as the presenter was Caucasian, and she told him this would bring a unique perspective with his work. Many African American students were not being exposed to other people, cultures, etc. in a manner that helped them enter a variety of environments and navigate without compromising who they were, and his perspective could facilitate that process for the students. She said it was not a DEI presentation, and more of an emphasis on race relations, and she was confident that the presenter did not violate anything in his presentation, as he made like presentations every day for nonprofits, corporations, etc.

Dr. Hollis reminded the board that the BID division was partnering with the City to go into Miramar High School to mentor students on how to start and run a business and prepare them for after high school in terms of joining an apprenticeship program. She asked board members to keep to their mentoring presentations and activities to this agenda.

Mr. Genao thought Ms. Brown's presenter's approach was valid, as he recently spoke with representatives of two universities, and they both said one of the challenges they were facing was that students surrounded themselves with their friends, most of whom were from the same demographic. Thus, they were not going outside their comfort zone to learn how to interact with others with a different perspective; however, he understood the City's perspective as well.

Dr. Hollis understood the merits of the subject discussion, but she asked, respectfully, for the board members who mentored at the high school on behalf of the City's BID program to adhere to the City's Workforce Development Program mentoring to only center on the entrepreneurial, and small business agenda provided to board members. She agreed that there was a plethora of things

youths needed with regard to encouragement and mentoring, but many of those factors were not a part of the subject agenda the City had with Miramar High.

Mr. Genao clarified that he meant being successful as a small business or in one's entrepreneurship intentions required an ability to speak to others, including those who did not look like you. For example, having the confidence to go into a bank to request a small business loan after having a mentor breaking the ice with regard to how to interact in such circumstances; this, he felt, helped accentuate their ability to run a small business.

Dr. Hollis added that it was also possible to expand the program, as the current mentoring program ended in May 2026, after which the board would have an opportunity to do other things if desired.

Ms. Brown echoed Mr. Genao's point, stating if a business owner was unable to present themselves, go after a deal or contract, speak to a banker, or accountant, they were unlikely to succeed at opening, and/or running a business.

Dr. Hollis understood, noting that in today's climate where there were certain trigger words, it was important not to place the City in a challenging position; there were ways to help Miramar's students figure out a way to communicate, negotiate, etc. without using these trigger words.

Vice Chairperson Williams explained his staff and his approach to their upcoming mentoring session was to emphasize women in construction, and how women could own their own company, and succeed in the industry. His presenters would include his wife, who was the president of their company, as well as a civil engineer to explain to the students what civil engineering entailed; they would cover how to start their own business once they obtained their educational credentials, whether from a college or trade school. There would also be a salesperson who would speak about becoming a distributor of construction goods.

Dr. Hollis expressed excitement on seeing the list of professionals Mr. Williams was bringing to do mentoring presentations, which was contained in the backup.

8. NEW BUSINESS

a. Brown Bag Wednesdays Technical Training

Dr. Hollis indicated they secured all the trainers for the Brown Bag Wednesdays; she would have flyers for the board at their next meeting. All board members were invited to attend, and to invite any businesses they thought would be interested in the training, so they could register to attend.

9. ANNOUNCEMENTS & OPEN DISCUSSION:

Dr. Hollis mentioned she sent emails to the board members about the upcoming Miramar High School breakfast meeting on February 11, 2026, they could only take five from each organization; she knew Ms. Brown, and Mr. Genao was already registered, and she wished the other three to be three other BID board members. Commissioner Chambers was partnering with Miramar High School to express appreciation for all the work the BID Advisory Board was doing working with the City.

Mr. Washington asked if Dr. Hollis received feedback from the school on their appreciation of the monthly mentoring sessions held with students.

Dr. Hollis believed the board members attending tomorrow's breakfast is to show their appreciation as a form of feedback. Also, Mr. Thompson regularly sends thank you emails, along with the video recording, and photographs.

Vernon Dooling commented that Mr. Thompson was a great person; he was very accessible, and he was well known to all the students and teachers.

10. ADJOURNMENT:

Next meeting: Tuesday, March 10, 2026, @ 1:00 p.m.

The meeting was adjourned at 2:05 p.m.



BID Advisory Board Chairperson
· VERNON WILLIAMS