



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

JANUARY 13, 2026

1:00 P.M.

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 1:10 p.m. on Tuesday, January 13, 2026, 2nd floor, Engineering Conference Room W-201L, EDH Department, 2200 Civic Center Place, Miramar, FL 33023.

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

The following board members were absent:

Chairperson Dorothy Brown-Alfaro, Jador Intl. Corp. (Excused)
Robert Washington, Instructor, Carpenters & Pile Drivers Union (Excused)

A quorum was achieved.

Other persons present:

Dr. Karen Hollis, Chief BID Administrator
Marisela Sanchez, BID Coordinator

Dr. Hollis mentioned that Ms. Brown-Alfaro was unable to attend any board meetings for next three to six months, so she was asking the board to allow her to remain a board member, despite these future absences. She would send this request to the City Clerk's Office and forward the response she received to the board members.

Ms. Brown suggested the board select new officers to fill the chair and vice chair positions.

Dr. Hollis stated she would check with the Clerk if the board could do this.

3. APPROVAL OF MINUTES: Signing of Past Minutes:

Dr. Hollis mentioned receiving a request from the City Clerk asking that the board chair/vice chair sign the board's minutes dating back to August to December 2025. The following minutes were presented for the board's review and approval, so they could be signed and entered into the City's public records archives.

- **Regular meeting minutes of July 8, 2025**

Dr. Hollis mentioned there was a scrivener's error, where there was a motion to approve the July 8, 2025, meeting minutes, but they were never seconded before the board vote for approval was taken, so those minutes required another vote.

Vice Chairperson Williams made a motion to approve the regular meeting minutes of July 8, 2025, as presented; seconded by Ms. Harris. The motion passed unanimously.

- **Regular meeting minutes of August 19, 2025**

Vice Chairperson Williams made a motion to approve the regular meeting minutes of August 19, 2025, as presented; seconded by Ms. Brown. The motion passed unanimously.

- **Regular meeting minutes of September 9, 2025**

Vice Chairperson Williams noticed a line in the minutes on page three, third paragraph, where it stated he asked for clarification on what board members should focus on when monitoring the seniors; he did not remember saying this.

Various board members remarked the reference was to Miramar High School seniors.

Vice Chairperson Williams made a motion to approve the regular meeting minutes of September 9, 2025, as presented; seconded by Ms. Brown. The motion passed unanimously.

- **Regular meeting minutes of October 14, 2025**

Dr. Hollis noted the October minutes were already reviewed by the board at the board appreciation luncheon.

Board members collectively thanked Dr. Hollis for holding the luncheon.

Vice Chairperson Williams made a motion to approve the regular meeting minutes of October 14, 2025, as presented; seconded by Ms. Harris. The motion passed unanimously.

- **Regular meeting minute of November 13, 2025**

Dr. Hollis explained the City Clerk informed her that it was acceptable for the board to use its attendance at the Fourth Annual Contractor Fair as the board's November 16 meeting. Though the board members and she tried several times through the event to sit and meet as a group, the effort was not successful due to the pleasant experience of interacting with the numerous businesses at the event. She said the majority of board members' had contractor and vendor tables that were filled from the beginning to the end of the event, so the City Clerk recommended she do a brief summary of the event, and present those as the board's minutes. Copies of the summary were distributed to the board for their review, and approval.

Mr. Genao made a motion to approve the summary meeting minutes for November 13, 2025, as discussed above; seconded by Ms. Brown. The motion passed unanimously.

- **Regular meeting minute of December 16, 2025**

Dr. Hollis mentioned December 16 was the date of the board's appreciation luncheon, for which the City Clerk, again, recommended she do a brief summary of the event as meeting minutes for the board's December meeting. She provided the board with copies of the summary minutes, at which all board members, other than Ms. Brown-Alfaro, were in attendance.

Vice Chairperson Williams made a motion to approve the summary meeting minutes for December 16, 2025, as discussed above; seconded by Ms. Brown. The motion passed unanimously.

4. ESB WORKFORCE DEVELOPMENT MENTORING

Vice Chairperson Williams noted Ms. Brown would be doing the mentoring at Miramar High School.

Ms. Brown said she would not be ready to conduct the mentoring on January 27th, 2026, so she contacted Dr. Hollis to find out if it was possible to switch with another board member.

Vice Chairperson Williams said he, too, was unavailable for that date.

Mr. Dooling commented that he would check to see if he could have someone come in to do the mentoring, and let Dr. Hollis know, asking Dr. Hollis where exactly at the high school the mentoring was done.

Dr. Hollis responded that she would email him all the necessary information.

Ms. Harris questioned if an overview of what the mentoring entailed, as she had not yet attended any of the mentoring sessions.

Dr. Hollis remarked that the mentoring sessions were fantastic; as all the board members were businessowners, this was a great opportunity for the high school seniors in the program who were working on developing plans for life after high school. At all the mentoring sessions, businessowners spoke with the seniors about various aspects of their business, as several of the male and female seniors expressed an interest in the construction industry. The goal is to introduce the seniors to the variety of industries, trades, and professions to expand their ability to decide what to do after graduating - workforce development. Mr. Washington was the first presenter. He presented the students with apprenticeship opportunities; BID created and provided flyers for the school to hang in the classrooms with a QR codes to scan to for more information. The first flyer lists all construction related trades (plumbing, electrician, concrete, etc.) The second flyer connects firms to available Apprenticeship Training Programs.

The Advisory Board members attend two school periods: period 2 (9:19 a.m. to 10:51 a.m.), and period 3 (11:29 a.m. to 1:01 p.m.). Dr. Hollis sends reminder emails to the presenting board member of their mentoring date/time. She asks them to arrive at the school around 8:30 a.m., to sign into, get their visitor's ID, and be taken to the classroom. The teacher introduces them before they began their presentation. The presenters decide the format of the presentation.

Mr. Genao commented on mentors taking into consideration the length of time for presentations, as well as the need to remember their audience being teenagers. There was usually about an hour and 20 minutes, so it helped to include activities

for better student engagement in the process.

Dr. Hollis mentioned period two has 43 seniors, and period three has 49 seniors.

Mr. Alabre stated he tried to break down most of the concepts that he used daily, things that those in the industry took for granted, but were new to the students; mentors should invite questions throughout the presentation in case students desired clarification on any of the material being presented. Bringing students' attention back to the presentation was the best way to keep them engaged.

Mr. Genao added that it would be beneficial if, during the presentation, students were given 15 minutes to draft a resume, asking them to think about what they thought were their best qualities, and those they thought could be improved. The students could then present them to each other in the classroom, and this was a great way to see where students were at in their career thought process.

Dr. Hollis concurred, stating mentors wishing to utilize the resume exercise could send her, in advance, a draft of a resume that she could forward to the students' teacher, so students could think about how they wished to draft their resume. It was important for the board's mentoring sessions provided opportunities that the students could take advantage. She said the students participating in the program were a great group of young people, and they enjoyed the board's mentoring sessions, noting during Mr. Washington's mentoring sessions, students were able to scan the QR code on the flyer, and immediately register to become an apprentice. He was able to help those students having difficulty navigating the technology.

Vice Chairperson Williams asked if he could bring some of his staff to the mentoring sessions.

Dr. Hollis answered yes, but she needed to know in advance, as it was a school-approved event, and, like the mentor, and any staff members had to show their ID and receive permission to enter.

Vice Chairperson Williams indicated that his wife was the president of his company, and he wished her to participate in the presentation, so students could observe that females worked in the industry. He had a family member who was 84 years who still worked in the construction industry; and he would love to have him present to the students, thinking this would be great for the students to hear.

Dr. Hollis asked for Mr. Williams to send her the names of the other persons he would be bringing with him for his mentoring session, so she could forward this information to the school in advance.

Mr. Dooling wondered how the board could mobilize the students, such as awarding scholarships, and encouraging corporate citizenship to train them early to give back to their communities. For example, suggesting student seniors do a community service project in Miramar, such as putting together care packages for distribution to the seniors in the City's senior programs, which should be about 200 persons.

Vice Chairperson Williams concurred, as seniors in their final year needed to complete their community service hours to receive their diploma.

Dr. Hollis suggested Mr. Dooling use his time during mentoring to speak to students about the volunteer activities. Second, she stated it is a great platform to stress to students the importance of volunteerism; he would have a captive audience, and can use his skills as a mentor, and present such ideas to the students. With regard to the board organizing such an initiative, she mentioned the Miramar High School students participating in the mentorship program had invited them to volunteer at the contractor fair, as it was a great opportunity for them. However, trying to get students to the event was very challenging, as there were numerous conflicts that resulted in the school not being able to transport them. One of the challenges was financial, so this was something the board could look at for future opportunities; that is, find funds to charter a bus to transport students to events; charter buses hold about 40 people, which meant booking three charter buses at about \$1,700.00 each, as there needed to be chaperone for the students, along with securing permission from parents, etc.

Mr. Dooling thought the students could be the drivers behind the crafting of their community service program, and he could speak to the principal about this before, and after his mentorship presentation.

Dr. Hollis concurred, reminding him that any such recommendations were not being made on behalf of the City of Miramar, but from him as a mentor.

Mr. Genao commented a volunteer initiative to distribute care packages could begin with hygiene packages, as well as back-to-school backpacks, etc., possibly partnering with nonprofits, and other organizations in Miramar.

Dr. Hollis mentioned that since volunteerism is a requirement, students are presented many opportunities to gain community service hours. However, students are not given as many business opportunities; a primary reason the BID Advisory Board is involved with the entrepreneurial small business (ESB) – to prepare the next generation of businesses for their next chapter after graduating. She stated Everglades High School heard about the City's mentoring program, so they asked if the City could work with them to bring mentorship opportunities to their students. This would expand the BID Advisory Board reach to the next

level, as the mentorship program at Miramar High would continue, and BID can expand its ESB efforts to Everglades High.

Vice Chairperson Williams mentioned being contacted by a former Miramar High School student who went through the mentorship program; he recently got a job with the Related Group as a field engineer on a project. The young man and he, on the present morning, met with the vice president of Related, so he was on his way to, hopefully, a fruitful career in construction. He said this was evidence that the mentorship initiative worked.

Dr. Hollis asked Mr. Williams to meet with her after the meeting to create a fact sheet, as she wished the City's leadership to know of such success stories. She asked which board member could attend Ms. Brown's January mentorship date.

Ms. Brown indicated that the board's earlier discussions put some thoughts in her mind as to how to still do conduct her mentorship presentation in January, so she would still be able to do it.

Ms. Harris remarked on wishing to see the board take its mentorship program to Everglades High before her grandson graduated in the next school year.

Dr. Hollis said she was able to meet the Everglades principal at the Miramar/Pembroke Pines Chamber breakfast that morning.

5. BROWN BAG WEDNESDAYS TECHNICAL TRAINING

Dr. Hollis stated that they have been preparing to virtually launch this new BID technical training program, that is being sponsored by Turner Construction. The funding was used to hire small business experts (CPA; credit repair; marketing and branding, etc). The trainers will each be paid \$1,500.00. Dr. Hollis expressed her wish that all board members to register and attend the virtual launch on January 14, 2026, 10:00 a.m. to 11:00 a.m. The trainers will provide a course overview to encourage participants to register. The training will be held on the second Wednesday of every month. She provided the names of the courses, the trainers, and the dates. Classes begins in March and concludes in September 2026. She mentioned meeting with the Broward Black Chamber who requested an opportunity to be included. Just prior to the present meeting, she met with EDH Assistant Director Richard Huges and received approval to add another class – extending the program to October 2026. The launch would be recorded, so with all the instructors speaking on what their class would entail, her staff and she could use the recording as motivation to send out to others to get them to register for the training. Dr. Hollis asked for each board member to get at least two small businesses to register for the launch, and/or the training, to help this initiative to be a success for the City.

Vice Chairperson Williams noticed project management was not mentioned as one of the trainings, asking if this would be a part of the training offered.

Dr. Hollis reminded the board that BID had just completed partnering and graduating over 50 firms from of the Turner Construction management course earlier in November. The TSCM course work included a lot of construction, and construction-related material, and the BID worked on providing training initiatives for both construction, and professional services.

Project Mentoring will be the first course to get firms pre-qualified to do work with Turner Construction. She noted, at present, 13 small businesses registered for the launch, and with the board members registering, this brought the number to 20, and the goal was 30. This was not the type of training for which they are seeking 100 participants; rather, the trainers were being challenged to show the difference in the economic impact, and it was important for the trainers to be able to show results at the end of the training, which a smaller number of participants facilitated.

6. OLD BUSINESS:

a. BID'S Connect to Grow Business Expo (2025 & 2026)

Dr. Hollis thanked everyone for participating in the Fourth Annual Contractor Fair at Miami-Dade College North; it was a success, as businesses were still speaking conveying to her how impactful it was. The College expressed that they were more than excited to partner with the City's BID program on similar future events. Brigcon Construction Services, again, agreed to provide the breakfast at next year's event, and BID staff was looking for a lunch sponsor.

Mr. Genao indicated Turner Construction was reviewing its continuing support for the event, so he would contact Dr. Hollis in the next two weeks on the matter.

Dr. Hollis added that the funding provided by Turner Construction was used to train businesses this year but will be used for the Connect to Grow Business Expo in the future.

Ms. Harris suggested if Turner Construction contributed a lesser amount, there could be co-sponsorship opportunities with other small businesses such as hers. The contractor fair was successful, and she was now doing business with businessowners she met at the fair contractor fair, so she wished to pay it forward as a co-sponsor.

Denise Bown agreed to co-sponsor the lunch with Ms. Harris. They will meet to

discuss an amount and will notify Dr. Hollis.

Vice Chairperson Williams mentioned having businesses call him after the contractor fair saying someone told them they were unsuccessful contacting anyone in the office at Stiles regarding a large construction project; he, too, tried calling and emailing to no avail. They were also told to call Miramar, which he did not think could be accurate. He understood that the end of November, and December were holiday seasons, but it was now January.

Dr. Hollis said that Stiles has agreed to do a job fair for the project. She would develop a flyer to forward to schedule the event. Once secured, the info will be sent out to the BID board. For now, anyone inquiring about the project should be told that the City's BID staff was working on a schedule for a job fair for the project.

Mr. Genao suggested that it would be cost effective for the City's BID staff to find apps that could provide information, a kind of directory on who was at a conference, fair, etc., and where in the room they were located. The information usually included how to follow up with those who were not at the conference.

Dr. Hollis said that DD Management assisted BID staff with this year's Expo and is being considered for next year as well. They would be present at a future BID board meeting to speak about the event planning process.

7. NEW BUSINES

a. Project Mentoring (Turner Construction)

Dr. Hollis mentioned Turner's Contract Management Course that BID graduated; many small businesses were unaware that Turner Construction had a pre-qualification requirement. They agreed with the 60 firms in the room to have the Turner pre-qualification be the first kickoff. On Wednesday, February 18, 2026, at the Miramar Cultural Center (MCC) banquet hall, there would be an in-person pre-qualification event, at which she wished all board members to register to attend. Those selected would be mentored by Turner as they worked on their projects.

Mr. Alabre said one of the platforms that he shared event information was LinkedIn, as well as other social media platforms, where he posted event links.

Dr. Hollis stated she would forward him the link from marketing for him to post. Thus far, some 20 businesses registered to attend.

Vice Chairperson Williams wondered about the selection process once a

business was prequalified by Turner.

Mr. Genao replied there was first an overall prequalification process to determine if a business could work on Turner projects.

Dr. Hollis reiterated the goal of the prequalification event was to connect small businesses with Turner, to be prequalified, and in the system to build relationships to get work.

Mr. Genao indicated the staff dedicated to the prequalification event and he would be dedicating an allotment of hours, for example, every Tuesday or Thursday for the next three months, from 1:00 p.m. to 4:00 p.m., just for firms at the prequalification event to sign themselves up, so they could have one-on-ones, so they could finish the process.

Dr. Hollis said this was another opportunity to collect data to show city leadership that BID staff was working to help the City's small businesses grow.

b. Grow Your Business in Miramar

Dr. Hollis stated this was an initiative that has not been approved to move forward by the City, so there would be no further discussion on the item.

8. ANNOUNCEMENTS & OPEN DISCUSSION: NONE

9. ADJOURNMENT:

Next meeting: Tuesday, February 10, 2025, @ 1:00 p.m.

The meeting was adjourned at 2:22 p.m.


Vernon Williams, Vice Chairperson