



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

JUNE 10, 2025

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 1:13 p.m. on Tuesday, July 8, 2025, 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:

Chairperson Dorothy Brown-Alfaro, Jador Intl. Corp.
Mac Alabre, CEO, Lien Library Inc., FIU
Denise Brown, President, DPX Construction Management
Priscilla Diaz, Truist Bank
Amaury Genao, Turner Construction Company

The following board members were absent:

Garrie Harris, CEO, Alpha 1 Staffing
Robert Washington, Jr., Instructor, Carpenters & Pile Drivers Union
Vice Chairperson Vernon Williams, Brigcon Construction Svcs.

A quorum was achieved.

Other persons present:

Candace Cobb-Bell, City Attorney
Dr. Karen Hollis, BID
JC Briosio, BID Coordinator

3. APPROVAL OF MINUTES: Signing of Past Minutes:

- Regular meeting minutes of April 15, 2025
- Regular meeting minutes of May 13, 2025

No board vote was taken to admit the above minutes into the record.

4. VENDOR MANAGEMENT PROGRAM:

- Clear Communications (New BID Trifold)
- Workforce Development (ESB) Recap (2 Student Placements)
- Turner Construction Mentor Protégé Program

Dr. Hollis reviewed the ten proven strategies to the subject program, as detailed in the backup, including the new BID trifold covering the elements of the BID programs and initiatives. For workforce development, BID staff instituted the Entrepreneurial Small Business (ESB) Program, thanking the board for all the work they did, partnering with Miramar High School, where the ESB had 500 students entering the program throughout the school year. Students were exposed to a variety of entrepreneurial, business-related classes to learn how to open, operate and close/sell a business; many students have no desire or cannot afford to go to college. Some prefer to learn a trade, or open a business. Of the 500 students enrolled in the ESB in the program during the current school year, each took the end-of-year State examination. The exam is required to prove the student's proficiency in what they learned. A total of 150 students passed and are now certified as ESB. BID board members agreed to mentor the successful students. BID hosted an ESB graduation ceremony at Miramar High School and each Board Member spoke on the benefits/complexities of running a business.

Ms. Denise Brown said she spoke about the origins of her company, and the path she pursued even through any difficulties she encountered, stating that the lesson she learned was to keep moving forward no matter what. She thought the event itself was fantastic, and she thought the student participants were very engaged and interested, staying to speak to the board members when the event ended. The students seemed to have an interest they were very dedicated to doing what was necessary to achieving their goals.

Dr. Hollis thanked Turner Construction and Ms. Denise Brown for donating goodies that were put in thank-you bag for the program graduates. Over 200 students attended the event, and BID has been asked to return to host next year.

Mr. Alabre thought the subject event was wonderful, and one other cities should offer, and board members shared with the students information on owning a business, etc., stressing to them that it did involve difficulties, so they were not

caught unawares. He mentioned the importance having the 150 who graduated commit to a career path, as they were more likely to stick to what they claimed to be interested after making a public commitment to that path. They were not only going to be members of the workforce, but some would likely end up owning a business too.

Mr. Genao affirmed it was a good event, and as he worked with them throughout the year, it was great to see students at the start, watch them progress, and see them at the end of the program. He echoed stressing to them that they would face challenges, with the possibility of changing their career path. Turner was taking on two high school students, so their applications were currently being processed, and they would follow up with the other five applicants. They would come under the company's internship program on July 7, 2025. He said they had mentor site visits, with each being mentored by a collegiate intern.

Dr. Hollis shared with the Board that BID was asked to continue partnering with Miramar High School, to which she said yes. She mentioned that BID is also partnering with Turner Construction on a "Project Mentoring" initiative to explore the placing of local Miramar construction, and construction-related firms on Turner projects for mentoring, and to secure contracting opportunities. Turner has agreed to work with "plumbing firms" as a pilot for this year.

5. CITYWIDE DATA COLLECTION UPDATES

Mr. Brioso updated the board on the citywide data collection:

- BID is collecting data from city departments to give an idea of the number of small businesses working on City projects, as well as seeking to encourage departments to consider using more local small businesses.
- The data will be used to display the economic impact the City has secured in the use of local, certified, and small businesses.

Dr. Hollis added that the pilot data collection program done in 2024 collected data from only six city departments - Public Works, Utilities, Engineering, Construction and Support Services, and IT; the program was well received. For 2025, data will be collected from all city departments. The goal is to track all small business purchases secured outside of the Procurement Department, as well as projects with participation goals to ensure those goals were being met. She continues to meet with the department directors and secured data during the BID's annual Department Director Training held on July 17, 2025. The board will be provided the data survey at the board's next meeting.

6. TOUGH LEAF RESEARCH & METHODOLOGY REVIEW

Dr. Hollis reported that since being procured, Tough Leaf, the new BID program management services consultant, continued to conduct research to identify ready, willing, and available firms to determine if they can recommend participation goals on city projects. She distributed to board members present copies of Tough Leaf reports. The reports showed such factors as participation goal, trades that were available, firms identified along with their contact information, etc. The firms considered were from the Tri-County area.

7. NEW BUSINES

a. Dept. Director Annual Training

Dr. Hollis stressed the importance of communicating metrics. In the director training, she prepared an outline to effectively communicate all the BID initiatives. The Annual Training event would take place on July 17, 2025, and BID staff would explain to provide department directors with a complete overview of the BID Program and to update them on new initiatives.

8. OLD BUSINES

a. CIP Project Scope Review Webinar (Jan. 2026)

Dr. Hollis stated that she will be working with the City's CIP Officer to identify approved and budgeted CIP project for next year. Once this information was secured, BID will host their next annual CIP Project scope review webinar in January 2026. Projects are reviewed and discussed prior to their release by the Procurement Department. She said this was very empowering for small businesses, particularly those not able to secure projects as primes, but can offer services as a sub, and increases the probability of them partnering with prime contractors. The 2025 webinar was held in April 2025, for which 150 of the 300 to 400 who registered to attend. City department directors from Public Works, Utilities, Engineering, IT, etc. were in attendance, and reviewing the scope of work for each of the projects, along with project managers. The aim was to provide the small businesses with the information in advance of the solicitation release to allow them more time to prepare to respond. All webinar registrants were forwarded the PowerPoint presentation at the conclusion of the webinar. Dr. Hollis stated that Brenda Martin of the procurement department attended the webinar and furnished information on the procurement aspect of doing business with the City, the various thresholds, etc. She encouraged the Board to attend the next webinar on January 17, 2026. The event will be posted on the BID's webpage and in the City's *Business Pulse* newsletter.

Ms. Brown mentioned attending the 2025 webinar, and she found it very informative, and helpful in identifying the projects a business might wish to be included or participate in in the upcoming year. It was well done.

9. ANNOUNCEMENTS & OPEN DISCUSSION

4th Annual Contractor Fair Sponsorships

Dr. Hollis explained the BID Department combined the construction, and professional consultants fair into one event; she shared a DRAFT of the event flyer. BID has partnered with Miami-Dade College (MDC) north campus to host the event at their facility. Combining the events will secure participants beyond the 200-person capacity of MCC. The MDC facility capacity exceeds 500. The partnership included MDC agreeing to provide all tables, chairs, stage, and other amenities as part of the use of the facility at no cost. She was excited to share that she has also secured sponsor for breakfast, lunch, technical skills training, and the giveaway bags. She distributed copies of the sponsorship form, along with a list of the sponsors. Turner Construction has agreed to be the Technical Skills Training Sponsor. They are working to finalize the date of the event.

Mr. Genao thought it would be good for MDC to include their construction management students, so they could meet potential employers, and learn how to network. MDC had a two-year program that allow students who successfully completed it to transfer their credits to Florida International University (FIU) to complete a four-year degree if they chose.

Dr. Hollis said the theme for the upcoming event was Workforce Readiness & Development. Along with Miami-Dade College, she is seeking to secure Broward College (BC), OIC, and Siemens to have speakers at the event.

Mr. Alabre mentioned a businessowner he met at a Miramar Pembroke Pines Chamber event he would contact regarding the breakfast or lunch sponsorship.

Dr. Hollis said she is looking for prime contractors, such as Turner Construction, to be a sponsor, as many already had budgeted amounts they made available to government agencies. She said once securing a technical skills training sponsor she will then look to identify small business training firms to provide the services.

Chairperson Brown-Alfaro asked if BID would be willing to partner with the CSB Association, Inc., a small business association, as well as with Miami-Dade County School Board on the subject event. She recalled sharing at previous board meetings that she teamed up with MDC in Homestead, doing a variety trades related to STEM and construction, at which there were prime contractors as well. The students were bussed in for those events from area high schools

who were getting ready to graduate, so they could meet with primes. She said the Miami-Dade County School Board contacted her, as they were looking for an event to get their high school students involved. Dr. Hollis said the goal of the Vendor Management Program is to help small businesses, though they have a component to work with ESB students. The initiative was limited to working with high school students in Miramar.

BID's 4th Annual Contractor Fair allows small businesses in the Tri-County area to connect with over 20 Cities, prime contractors, and government agencies with contracting opportunities. Dr. Hollis says she is working with the finance department to ensure the proper documentation of the sponsorship process. Some sponsors would also be allowed to speak at the event; that is, the premier sponsor could speak for an hour, the lunch sponsor could speak for 30 minutes, and the breakfast sponsor could speak for 15 minutes.

10. ADJOURNMENT:

Next meeting: Tuesday, July 8, 2025, @ 1:00 p.m.

The meeting was adjourned at 2:10 p.m.



Dorothy Brown-Alfaro, Chairperson
DB/cp