

**CITY OF MIRAMAR
PROPOSED CITY COMMISSION AGENDA ITEM**

First Reading Date: April 2, 2025

Second Reading Date: May 7, 2025

Presenter's Name and Title: Dr. Karen E. Hollis, Chief BID Administrator

Prepared By: Dr. Karen E. Hollis, Chief BID Administrator

Temp. Ord. Number: 1843

Item Description: FIRST READING of Temp. Ord. #1843 CHANGING THE BID PROGRAM NAME FROM BUSINESS, INCLUSION & DIVERSITY TO BUSINESS INDUSTRY DEVELOPMENT AND EDITING THE TERMINOLOGY IN THE BID CONSTRUCTION AND PROFESSIONAL SERVICES ADVISORY BOARD TO REFLECT THE NEW NAME (EDH Chief BID Administrator Karen E. Hollis).

Consent ☐ Resolution ☐ Ordinance ☒ Quasi-Judicial ☐ Public Hearing ☐

Instructions for the Office of the City Clerk: None

Public Notice – As required by the Sec. _____ of the City Code and/or Sec. _____, Florida Statutes, public notice for this item was provided as follows: on _____ in a _____ ad in the _____; by the posting the property on _____ and/or by sending mailed notice to property owners within _____ feet of the property on _____ (fill in all that apply)

Special Voting Requirement – As required by Sec. _____ of the City Code and/or Sec. _____, Florida Statutes, approval of this item requires a _____ (unanimous, 4/5ths etc.) vote by the City Commission.

Fiscal Impact: Yes ☐ No ☒

Exempt from Business Impact Estimate: Yes ☐ No ☒

REMARKS: None

Content:

- Agenda Item Memo from the City Manager to City Commission
- Ordinance TO 1843
 - Exhibit A: BID Act Revisions
 - Exhibit B: BID Advisory Board Revisions

Business Impact Estimate

This form should be included in the agenda packet for the item under which the proposed ordinance is to be considered and must be posted on the City of Miramar's website by the time notice of the proposed ordinance is published.

Proposed ordinance's title/reference: Amend the City Code to Change the name for BID from "Business, Inclusion & Diversity" to "Business Industry Development." And to Amend the terminology of the BID Construction & Professional Consultants Advisory Board to reflect BID's new name.

This Business Impact Estimate is provided in accordance with section 166.041(4), Florida Statutes. If one or more boxes are checked below, this means the City of Miramar is of the view that a business impact estimate is not required by state law¹ for the proposed ordinance, but the City of Miramar is, nevertheless, providing this Business Impact Estimate as a courtesy and to avoid any procedural issues that could impact the enactment of the proposed ordinance. This Business Impact Estimate may be revised following its initial posting.

- ☐ The proposed ordinance is required for compliance with Federal or State law or regulation;
- ☐ The proposed ordinance relates to the issuance or refinancing of debt;
- ☐ The proposed ordinance relates to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;
- ☐ The proposed ordinance is required to implement a contract or an agreement, including, but not limited to, any Federal, State, local, or private grant or other financial assistance accepted by the municipal government;
- ☐ The proposed ordinance is an emergency ordinance;
- ☒ The ordinance relates to procurement; or
- ☐ The proposed ordinance is enacted to implement the following:
 - a. Part II of Chapter 163, Florida Statutes, relating to growth policy, county and municipal planning, and land development regulation, including zoning, development orders, development agreements and development permits;
 - b. Sections 190.005 and 190.046, Florida Statutes, regarding community development districts;
 - c. Section 553.73, Florida Statutes, relating to the Florida Building Code; or
 - d. Section 633.202, Florida Statutes, relating to the Florida Fire Prevention Code.

In accordance with the provisions of controlling law, even notwithstanding the fact that an exemption noted above may apply, the City of Miramar hereby publishes the following information:

¹See Section 166.041(4)(c), Florida Statutes.

1. Summary of the proposed ordinance (must include a statement of the public purpose, such as serving the public health, safety, morals and welfare):

The name is being changed to more accurately reflect the goals, objectives, and services of BID.

2. An estimate of the direct economic impact of the proposed ordinance on private, for-profit businesses in the City of Miramar, if any:

- (a) An estimate of direct compliance costs that businesses may reasonably incur;
- (b) Any new charge or fee imposed by the proposed ordinance or for which businesses will be financially responsible; and
- (c) An estimate of the City of Miramar's regulatory costs, including estimated revenues from any new charges or fees to cover such costs.

3. Good faith estimate of the number of businesses likely to be impacted by the proposed ordinance:

ALL businesses will come to a greater understanding of BID.


4. Additional information the governing body deems useful (if any):

[You may wish to include in this section the methodology or data used to prepare the Business Impact Estimate. For example: City of Miramar staff solicited comments from businesses in the City of Miramar as to the potential impact of the proposed ordinance by contacting the chamber of commerce, social media posting, direct mail or direct email, posting on City of Miramar's website, public workshop, etc. You may also wish to include efforts made to reduce the potential fiscal impact on businesses. You may also wish to state here that the proposed ordinance is a generally applicable ordinance that applies to all persons similarly situated (individuals as well as businesses) and, therefore, the proposed ordinance does not affect only businesses].



**CITY OF MIRAMAR
INTEROFFICE MEMORANDUM**

TO: Mayor and City Commissioners

FROM: Dr. Roy L. Virgin, City Manager 

BY: Anita Fain Taylor, Director, Economic, Development & Housing Department

DATE: March 27, 2025

RE: FIRST READING of Temp. Ord. No. 1843 amending City Ordinance Number 21-15, Chapter 11, Article 1 of the City Code from "Business, Inclusion & Diversity (BID)" to "Business Industry Development (BID)" and Article III, Division 10; Section 2-105.12 entitled BID Construction & Professional Consultants Advisory Board to reflect the new name

RECOMMENDATION: The City Manager recommends approval of Temp. Ordinance # 1843 amending City Ordinance Number 21-15, Chapter 11, Article 1 of the City Code from "Business, Inclusion & Diversity (BID)" to "Business Industry Development (BID)" and Article III, Division 10; Section 2-105.12 entitled BID Construction & Professional Consultants Advisory Board to reflect the new name.

ISSUE: Commission Approval is required to update City Code.

BACKGROUND: Since its inception, BID has been at the forefront of developing and implementing programs and services to foster growth for the City of Miramar's local, small, minority, women-owned business residents. In economics, development is described as "the process of developing; growth; progress and assisting with changing from one condition to another," the exact elements of BID. Small businesses remain the greatest thriving engine of the United States of America. The federal government does not design, manufacture, or make anything; and the use of business consultants will remain a necessary factor for operation.

DISCUSSION: The name is being changed to more accurately reflect the goals, objectives and services BID provides. BID programs and services have been instrumental in the growth and development of small businesses to endorse the City's desire to add more economic impact to local business residents.

ANALYSIS: BID will continue to be a catalyst for economic growth in the City of Miramar. By continuing to develop and implement small business programs and initiatives, BID seeks to ensure that Miramar businesses have the resources needed to not just survive but thrive.

Temp. Ord. No. 1843
2/19/25
3/25/25

**CITY OF MIRAMAR
MIRAMAR, FLORIDA**

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF
MIRAMAR, FLORIDA, CHANGING THE BID PROGRAM NAME
FROM BUSINESS, INCLUSION & DIVERSITY TO BUSINESS
INDUSTRY DEVELOPMENT AND EDITING THE TERMINOLOGY
IN THE BID CONSTRUCTION AND PROFESSIONAL SERVICES
ADVISORY BOARD TO REFLECT THE NEW NAME; AND
PROVIDING FOR AN EFFECTIVE DATE.**

WHEREAS, Ordinance Number 21-15, Chapter 11, Article 1 is currently entitled
“Business, Inclusion & Diversity (“BID”);” and

WHEREAS, the City Manager recommends that BID’s name be changed to
“Business Industry Development (BID);” and

WHEREAS, the name change and edits to Ordinance Number 21-15, Chapter 11,
Article 1 improves the business residents knowledge and understanding of the goals,
objectives and services BID provides; and

WHEREAS, the City Manager recommends that the City Commission approves
the name change, edits and revisions of Ordinance Number 21-15, Chapter 11, Article 1,
of the City Code; and

WHEREAS, the City Commission deems it to be in the best interest of the business
citizens and residents of the City of Miramar to approve the edits and revisions to Article
III, Division 10; Section 2-105.12, entitled “BID Construction and Professional Services
Advisory Board” of the City Code to reflect the new name.

Ord. No. _____

Temp. Ord. No. 1843
2/19/25
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**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF
MIRAMAR, FLORIDA AS FOLLOWS:**

Section 1: That the foregoing "WHEREAS" clauses are hereby ratified and confirmed as being true and correct and are hereby made a specific part of this Resolution.

Section 2: That the City Commission approves the name change and edits to Amend Ordinance Number 21-15, Chapter 11, Article 1, Business Industry Development (BID) Program, of the City Code included in the attached Exhibit "A" and incorporated herein.

Section 3: That the City Commission approves the edits and revisions to Amend Article III, Division 10; Section 2-105.12, entitled "BID Construction and Professional Services Advisory Board" of the City Code in the attached Exhibit "B" and incorporated herein.

Section 4: That the appropriate City officials are authorized to do all things necessary and expedient to carry out the aims of this Ordinance.

Section 5: That this Ordinance shall take effect immediately upon adoption.

Temp. Ord. No. 1843
2/27/25
3/25/25

PASSED FIRST READING:_____

PASSED AND ADOPTED ON SECOND READING:_____

ATTEST:

Mayor, Wayne M. Messam

City Clerk, Denise A. Gibbs

I HEREBY CERTIFY that I have approved
this ORDINANCE as to form:

City Attorney,
Austin Pamies Norris Weeks Powell, PLLC

<u>Requested by Administration</u>	<u>Voted</u>
Commissioner Maxwell B. Chambers	_____
Commissioner Avril Cherasard	_____
Commissioner Yvette Colbourne	_____
Commissioner Carson Edwards	_____
Mayor Wayne M. Messam	_____

EXHIBIT "A"

ARTICLE I. - IN GENERAL

Sec. 11-1. – Business Industry Development ~~Inclusion and Diversity~~ ("BID") Act.

Exhibit "A" attached to [Ord. No. 21-15](#) is hereby incorporated herein by this reference. This new section will be known and may be cited as the City of Miramar Business Industry Development ~~Inclusion~~ Act (the "Act").

([Ord. No. 21-15](#), § 2(Exh. A), 4-21-21)

Editor's note—[Ord. No. 21-15](#), § 2(Exh. A), adopted April 21, 2021, set out provisions but did not specify manner of business access and development ~~inclusion~~. Therefore, at the editor's discretion, these provisions have been included as § 11-1.

EXHIBIT "B"

DIVISION 10. - BID CONSTRUCTION AND PROFESSIONAL SERVICES ADVISORY BOARD

Sec. 2-105.12. - Bid construction and professional services advisory board.

- (a) *Purpose.* There is hereby established the **Business, Inclusion & Diversity** Business Industry Development (BID) Construction and Professional Services Advisory Board (the "BID Advisory Board") to provide oversight and to be a community forum for local businesses.
- (b) *Duties.* The BID Advisory Board will be responsible for:
- (1) reviewing program activities/ results
 - (2) make recommendations on the effectiveness of the implementation of the BID Act; and
 - (3) serve as a liaison between businesses and the City.
- (c) *Tasks.* The BID Advisory Board will:
- (1) Provide BID with knowledge, experience, and businesses resources to further advance efforts to improve minority participation goal attainment.
 - (2) Report on the BID Act's proficiency in eradicating business discrimination.
 - (3) Report practices identified that can negatively impact businesses and create barriers to businesses being able to contract with the City.
 - (4) Review the data on each City department's implementation efforts to ensure more minority **inclusion** participation in City purchasing.
 - (5) Recommend additional program incentives.
- (d) *Composition, appointment of directors, terms of office.* (Secs. [2-51](#)—[2-54](#) of this Code)
- (1) The terms of each member shall be four (4) years.
 - (2) Members shall serve without compensation.
 - (3) Support staff is provided by the Economic Development & Housing Department.
 - (4) Meetings will be held every two (2) months.
 - (5) The City Commission, shall appoint Nine (9) members, and may include:

- One representative with proficiency in Business Growth & Development **Diversity & Inclusion**
- One representative of an Industry Trade Association
- One Micro Size (0—2 staff) Local Minority Business Owner
- One Small Size (less than 10 Staff) Local Minority Business Owner
- One Large Size (over 50 staff) Local Minority Business Owner
- One Member from a Construction Association.
- One Member from a Professional Consultant Association.
- One Member from the Broward County Minority Builders Coalition, Inc.
- Community Liaison from a local banking institution.

(6) Three (3) Recommended nonvoting members (ex-officio):

- City Attorney
- City Diversity Consultant
- BID Liaison

(7) Boards with more than five (5) members:

On boards, committees, authorities, and agencies consisting of more than five (5) members, the number of members which exceed five (5) will be appointed on an at-large basis by the city commission.

(e) *Length of Service.* ([Sec. 2-54](#)(e) of this Code)

(1) Members appointed by individual commissioners. Board members shall be appointed during the second meeting in May of each year. Unless otherwise expressly set forth by state or local law particular to that board, board members shall serve at the will and pleasure of the member of the commission who appointed them and at the will and pleasure of the commission as a whole, notwithstanding that their appointment may be for a specified term.

(2) At-large appointments. The terms of all at-large appointees shall expire four (4) years after appointment or when the commission so desires, whichever is sooner. Board members shall be appointed during the second meeting in May of each year.

(f) *Officers; quorum; rules of procedure; public records; Sunshine Law.* ([Sec. 2-55](#) of this Code) The BID Advisory Board shall:

(1) Elect a chair, vice-chair, and such other officers as the Board shall deem necessary. Officers of the Board shall be elected by a majority vote of the membership of the Board at its first meeting after the members' initial appointments, and annually thereafter or as necessary to fill a vacancy.

(2) All meetings, records and files of the Board shall be open and available to the public, consistent with F.S. Ch. 119 (the Public Records Law), and F.S. Ch. 286. (The Sunshine Law).

([Ord. No. 23-06](#), § 3, 4-12-23)

Editor's note—[Ord. No. 23-06](#), § 3, adopted April 12, 2023, set out provisions intended for use as § 2-105.10. In order to avoid the duplication of section numbers and at the editor's discretion, these provisions have been included as § 2-105.12.