

Solid Waste Disposal and Recyclable Materials Processing Authority of Broward County, Florida
SWA Executive Committee Meeting

September 19, 2025, 10:00 AM
Volunteer Park Community Center
12050 W Sunrise Boulevard
Plantation, FL 33324

MINUTES

The meeting was called to order, roll call was taken and a quorum was established.

Present: Chair Ryan, Vice Chair Furr, Member Metayer Bowen, Member Mead, Member AJ Ryan, Member Newton, Member Horland (represented by Alternate Jennifer Andreau), Member Rydell, Member Dunn, Alternate Member Breitreu, Alternate Member Murphy-Salomone, Member Shuham.

Not present: Member Caggiano, Alternate Member Glassman and Alternate Member Geller.

The meeting continued with public comment.

Meeting Minutes – Motion: A motion was made by Member Rydell and seconded by Member Dunn to approve the minutes of August 15, 2025. The motion passed unanimously.

Executive Director Report – Alex Patrone of CohnResnick delivered the financial report, noting a net cash position of \$1,516,698 in cash and \$1,962,356 in net assets as of August 2025. No questions were raised. Member inquiry focused on the facilities agreement and Executive Director evaluation. Mr. Cole confirmed the county-requested facilities amendment is in draft form, with completion targeted for February 2026, Executive Committee review in March, Governing Board approval in April, and municipal ratification by August 2026. The Chair noted that the Executive Director evaluation has not been done and directed staff to place it on the next meeting agenda.

Education and Outreach Subcommittee Update – Conceptual Communications to present the revised Education and Outreach budget and plan, with reviewed and approved revisions by the Subcommittee members. The plan focuses on school partnerships, the Recycle Right campaign, business outreach, and core communications through digital and direct mail strategies. Members expressed confidence in the budget and stressed the importance of education, community engagement, and consistent messaging. The Executive Committee agreed to involve municipal PIOs, have toolkits developed, and create a timeline to coordinate outreach to city commissions and the public. Consensus was reached to advance the plan.

C&D and Commercial Recycling Subcommittee Update – The Executive Committee discussed development of countywide C&D and commercial recycling programs. Member Mead proposed requesting a proposal from SCS Engineers to create a program framework and timeline modeled after

Lee County's approach but adapted for Broward. Members supported including circular economy elements, industry input, and coordination with county staff to avoid duplication.

Motion: A motion was made by Member Mead and Seconded by Member Metayer Bowen to request a proposal from SCS Engineers to develop a C&D and Commercial Recycling program framework. The motion passed unanimously.

Recommendation of Amendment to Agreement for Legal Counsel (Weiss Serota Helfman Cole + Bierman) – The committee reviewed a proposal from Mr. Cole regarding an amendment to the legal counsel agreement for a change in title from "Interim General Counsel" to "General Counsel" and a cost of living adjustment of rates by CPI.

Motion: A motion was made by Member Newton and seconded by Member Rydell to appoint Mr. Cole as General Counsel, removing the interim designation. The motion passed unanimously.

Motion: A motion was made by Member Shuham and seconded by Member Rydell to recommend approval of a 6.7 percent cost of living adjustment for General Counsel, with a 3 percent annual CPI cap going forward. The motion passed, with Member Newton voting against.

Both recommendations will be forwarded to the Governing Board for approval.

Master Plan - By consensus, the Executive Committee moved the RFP update before the change order discussion. SCS outlined three solicitations covering residential curbside recycling, residential yard waste processing with future food waste readiness, and long-term disposal of municipal solid waste. SCS said the schedule is aggressive and achievable with rapid member feedback, confirmed collection remains with municipal haulers, and noted composting and WTE are not included. The timeline targets issuance in October, evaluations through January, and awards in early February to align with spring actions on the facilities amendment and Master Plan and municipal approvals by August 2026.

Members flagged concerns about the size and timing of the change order, possible duplication with existing county work, the need for detailed backup, and a preference to shift some outreach research hours to lobbying support. The chair stressed keeping procurement, financing work, and stakeholder outreach on track to meet ILA deadlines.

Motion: A motion was made by Member Shuham and seconded by Member Dunn to approve recommendation of the SCS change order to the Governing Board with guardrails authorizing: for Task 17, \$100,000, none of which will be spent unless approved by the Executive Committee; for Task 18 (project management), \$100,000, with no more than \$25,000 to be spent without further authorization by Executive Committee; for Task 19 (procurement development), approximately \$600,000, with no more than \$275,000 to be spent without further authorization by the Executive Committee; for Task 20 (developing the financial plan), \$100,000, none of which will be spent without further authorization by the Executive Committee; for Task 21 (outreach), \$165,000, none of which will be spent without further authorization of the Executive Committee. The motion passed, with Member Rydell, Member Newton, and Member AJ Ryan voting against.

2025–2026 Budget Annual Assessment - Chair Ryan introduced the proposed budget and assessment reflecting prior discussions, requested refinements, and the Executive Committee’s recommendations regarding SCS.

Motion: A motion was made by Vice Chair Furr and seconded by Member Shuham to approve the 2025–2026 Budget. There was no further discussion.

Adjournment - *Motion:* A motion was made by Member Newton and seconded by Member Smith to adjourn the meeting. The motion passed unanimously. The meeting was adjourned at 10:47 a.m.

DRAFT