

**Solid Waste Disposal and Recyclable Materials Processing Authority of Broward County, Florida**

**SWA Executive Committee Meeting**

November 10, 2025, 9:00 -11:00AM

**Broward County Government Center West**

1<sup>st</sup> Floor Board Room – Surtax Plaza

1 North University Drive

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 Horland, Member Dunn, Member Mead, Member Caggiano, Member Metayer Bowen, Member AJ Ryan, and Member Shuham.

Not present: Member Rydell, Member Newton, Alternate Member Murphy Salomone, Alternate Member Breitreuz, Alternate Member Glassman, and Alternate Member Geller.

The meeting continued with public comment.

**Meeting Minutes Approval** - *A motion was made* by Member Dunn and seconded by Member Mead to approve the Executive Committee meeting minutes for October 6, 2025, and October 17, 2025. There was no discussion. The motion passed unanimously.

*Motion: A motion was made* by Member Metayer Bowen and seconded by Member Caggiano to move up Item IX, Master Plan Update, on the agenda. There was no discussion. The motion passed unanimously.

**Master Plan Update** – SCS provided an update on the detailed financial plan, reporting that the expense projections are being incorporated into the analysis and that revenue work will follow, with the full financial plan expected for presentation in January. Chair Ryan requested early drafts so Executive Committee members can review and help address questions from individual municipalities sooner. SCS agreed to provide updates and confirmed they have begun individual discussions with Executive Committee members and will continue this outreach to the Governing Board.

**Executive Director Report** - The Executive Director announced that SWA member assessments will be mailed on November 15 using the updated 2025 BEBR population estimates. The annual meeting schedule was reviewed, including Executive Committee, Governing Board, and Subcommittee dates. The June 19 Executive Committee meeting will be moved by consensus to the morning of Monday, June 15, 2026. Chair Ryan asked that the schedule clearly note Governing Board meetings and requested that Executive Committee members send Florida League of Cities and National League of Cities conference dates to the Executive Director to avoid conflicts.

**Citrin Cooperman - 2024 Audit Report** - Citrin Cooperman reported that the Authority's first financial statements for the year ending September 30, 2024, received a clean audit opinion with no findings or internal control issues. The audit showed a \$1.4 million net position, \$1.6 million in cash, approximately \$250,000 in accounts payable, and \$2 million in member fee revenue against about \$672,000 in operating expenses. The firm noted that work now begins on the 2025 audit (for fiscal year ending September 30, 2025).

**Master Plan Adoption** - The Executive Committee reviewed the updated Master Plan adoption and Facilities Amendment timeline. A Facilities Amendment draft is expected in December, with financial modeling to be presented at the January 16 Executive Committee and Governing Board meeting. Target dates are Governing

Board adoption of the Master Plan and Facilities Amendment on March 20, followed by transmittal to member cities on March 23, and completion of all city approvals within the required 120-day period before the August 14 ILA end date, with July 21 identified as the effective deadline for city actions.

Chair Ryan stressed that the schedule is highly compressed and requires immediate outreach. Executive Committee members were asked to begin educating their commissions and staff now about the status of the Master Plan and upcoming actions, and to start placing related items on future agendas as close as possible to March 20, including time for a potential second hearing. Feedback from cities should be brought forward between November and January so it can be addressed before the February 20 decision point. It was noted that SWA and its consultants can attend city meetings where needed, but Executive Committee members should first assess whether local questions can be handled directly.

Toolkits and talking points for elected officials are to be delivered in December, and one-on-one meetings with Executive Committee members are being scheduled currently. Legal counsel confirmed that cities will act by resolution on the Facilities Amendment and advised engaging city attorneys early to determine any local procedural requirements. Executive Committee members may request presentations or workshops through the Executive Director.

**Legal** - SWA legal counsel reported that the draft Facilities Amendment is under review with the County attorney's office and that the remaining language and substantive issues are being resolved. The Amendment is on track for completion by January 16, with minor updates on quorum and voting included. Chair Ryan requested a draft or detailed update by November 21 to avoid delays. Legal counsel confirmed they will present the status of any outstanding issues at the November 21 meeting, expecting most items to be resolved by that time.

**County** - The Executive Committee received an update on the County's biosolids project from Vice Chair Furr. The County and participating cities selected thermal drying as the preferred technology after evaluating multiple options, citing its proven performance, major volume reduction, PFAS reduction, use of landfill methane, and ability to produce a marketable product. The project is estimated at roughly \$200 million excluding land, with six sites under consideration and a design contract awarded. Funding details are still being determined. Summary materials will be shared with Executive Committee members.

**New/Old Business & Informational Material** – Member Metayer Bowen shared updates from pre-COP30 discussions on waste-to-energy and circular economy practices and urged continued movement away from landfill reliance. Chair Ryan requested all materials be provided to the Executive Director for distribution. Member Metayer Bowen also requested an Executive Director performance review at the next meeting, which Chair Ryan agreed to place on the agenda.

The Education & Outreach Subcommittee reported progress on outreach planning, including upcoming PIO meetings and a draft toolkit. Chair Ryan directed the Executive Director to ensure PIO meeting notices go to Executive Committee members, to track which cities do not attend, and to follow up with materials as needed.

Chair Ryan noted that while Governing Board members were invited to the Executive Committee meeting, none who are not on the Executive Committee attended, and directed the Executive Director to send them a summary and to continue encouraging their participation. The Executive Director was asked to identify and brief any new Governing Board members before the November 21 meeting and to monitor any membership changes related to upcoming elections.

**Adjournment** - *Motion:* A motion was made by Member Shuham and seconded by Member Caggiano to adjourn the meeting. The motion passed unanimously. The meeting was adjourned.