

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

October 17, 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 Shuham, Member Horland, Member Dunn, Member Mead, Member AJ Ryan, Alternate Member Murphy-Salomone, and Alternate Member Breitkreuz.

Present Online: Member Bulman.

Not present: Member Metayer Bowen, Member Caggiano, Member Newton, Alternate Member Glassman, and Alternate Member Geller.

The meeting continued with public comment.

**Meeting Minutes Approval** - *A motion was made* by Member Furr and seconded by Member Breitkreuz to approve the Executive Committee meeting minutes for September 8, 2025, and September 19, 2025. There was no discussion. The motion passed unanimously.

**Executive Director Report** - Alex Patrone of CohnResnick presented the Authority's year-end financial update. Patrone reported a strong financial position as of September 30, 2025, with \$1.7 million in cash, \$2.24 million in total assets, \$145,000 in liabilities, and \$2.09 million in reserves. Revenues totaled \$2 million, expenses \$1.84 million, and a net surplus of \$721,000 was added to reserves. Nearly all receivables had been collected, and FY 2026 assessments will remain stable. The FY 2024 audit by Citrin Cooperman found no adjustments to the Authority's financials. Citrin Cooperman will present the finalized audit at the Executive Committee meeting on November 10, 2025.

**Executive Committee Education and Outreach Subcommittee** – Conceptual Communications outlined a shift to a continuous, quarterly outreach program, with toolkits and a detailed timeline to be presented at the next Executive Committee meeting. The subcommittee discussed school partnerships, recommending \$5,000 to support the February student summit and reserving \$45,000 for future school pilot programs, subject to Executive Committee approval. Four outreach areas already included in the approved budget were reviewed: Schools (\$96,125), Recycling (\$304,375), Business Outreach (\$135,000), and Authority PIO/Branding (\$114,500). Conceptual confirmed the work would be billed on a time-and-materials basis, and any unspent funds will revert to reserves. Chair Ryan directed that any subcommittee budgetary recommendations must be formally submitted to the Executive Director with materials for placement on an Executive Committee agenda before action may be taken.

Clarification was reached that Conceptual Communications would manage public outreach and toolkits, while Mercury would focus on elected-official engagement to "get to yes" in each ILA city. The "media engagement"

line within Mercury's scope was clarified as support for elected officials' communications and would only be billed if used.

Executive Committee member consensus was reached to concentrate resources on decision-maker education and alignment, including concise, high-quality materials and a short explainer video or PSA that cities can preview before meetings. Executive Committee members requested coordinated scheduling for municipal visits and asked to channel participation offers through the Executive Director, with a potential standing agenda item to track targeted cities week by week. Chair Ryan referenced regional momentum on biosolids, noting county and municipal efforts toward higher treatment standards, forthcoming facilities investments, and PFAS compliance, and suggested these examples as a model for near-term investment to prevent higher long-term costs.

**Executive Committee C&D and Commercial Subcommittee** – Member Mead reported that the C&D and Commercial Subcommittee met with strong industry participation to discuss recycling needs, capacities, and strategies to divert construction and demolition materials from landfills. The dialogue emphasized encouraging cities to require C&D recycling in demolition permits to keep materials out of landfills and support existing local recyclers. Chair Ryan requested Member Mead and the Executive Director draft a brief guidance document for distribution to all cities outlining the importance of promoting C&D recycling and available resources, to be reviewed at the next Executive Committee meeting. The Executive Director noted local industry has ample capacity and interest in supporting C&D recycling, with providers urging the Authority to move quickly. Discussion followed on ensuring fairness and balanced distribution among private recycling companies, with Executive Committee members agreeing that proximity and market dynamics would help guide equitable participation.

**TAC Meeting Engagement** – The Executive Director reported that the TAC meeting, previously postponed due to RFP changes, will now be reconvened to gather city input on yard waste, bulk collection, C&D recycling, and transfer station planning. TAC members will help identify local challenges and review model ordinances. The Executive Committee emphasized keeping meetings focused and actionable. Member Breitzkreuz suggested establishing a regular TAC schedule for 2026, and Chair Ryan agreed TAC should set its own schedule once it reconvenes in late November or early December.

**Master Plan Update** - SCS presented a revised change order aligned with prior Executive Committee direction. Task 17 was defined as a contingency fund to give the Executive Director flexibility, with underspends on other tasks to flow into this contingency. Task 18 to cover ongoing project management support and resetting the administrative task for retainage and tracking. Task 19 for procurement development to remain on hold with approximately \$70,000 spent of the previously authorized \$275,000 and no further work to continue until reauthorized. Task 20 delivers a draft and final detailed financial plan, with SCS updating inputs such as the current WTE rate and validating cost ranges. Task 21 to fund the Master Plan passage strategy, including targeted engagement with city managers, finance directors, and elected officials.

Members requested the financial modeling workshop within 30 days, with an update at the November 10 Executive Committee meeting, and a full session by December. Consensus was reached to provide both simple top-line costs and deeper detail for finance staff, to coordinate outreach through the Executive Director, and to emphasize direct city engagement over media work as needed. The Executive Director to provide monthly reports on change order spending. All RFP work remains on hold.

**Motion: A motion was made by** Member Shuham and seconded by Member Breitzkreuz to approve SCS proceeding with Task 17 up to a cost not to exceed \$99,000, Task 18 up to a cost not to exceed \$99,000, Task

20 up to a cost not to exceed \$122,000, and Task 21 up to a cost not to exceed \$168,000. Previous discussion required monthly detailed breakdowns be provided to the Executive Committee for monies spent on specific tasks in this motion. There was no further discussion. The motion passed unanimously.

**New/Old Business & Informational Material** – Chair Ryan referenced a *Miami Herald* article on Miami-Dade County's new composting facility and requested the Executive Director contact Miami-Dade officials and industry partners, including Richard Ramchartar, to gather details and explore how Broward might accelerate similar efforts. Member Shuham confirmed that recent changes to SCS's financial modeling direction were shared with the Governing Board via email and requested that Broward League representatives be added to the distribution list for future updates.

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