

**Print****Advisory Board & Committee Interest Form - Submission #18815****Date Submitted: 7/16/2022****Last Name\***

Morgan

**First Name\***

Mena

**District # You Live In.\***

3

**Home Address\***

5130 McKinley st

**City\***

Hollywood

**State\***

FL

**Zip Code\***

33021

**Home Phone****Cell Phone**

7863321746

**Email Address\***

Mena.morgan0@gmail.com

**Owner or Renter \***

Owner

**Number of years as city resident\***

1

**Are you registered to vote in Broward County? \***

No

**Education (highest degree / level)**

Bachelor Degree - Construction Management

**Occupation\***

Senior Project Manager

**Work Phone**

7863321746

**Business Name\***

Amicon Management

**Business Address****City****State****Zip Code****Identify the board / committee(s) to which you request appointment (Please rank in order of preference)****Selection (1)\***

Planning &amp; Development Board

**Selection (2)\***

Community Development Advisory Board

**Selection (3)\***

Planning &amp; Development Board

**Selection (4)\***

Planning &amp; Development Board

**Affordable Housing Advisory Committee - Questions\***

Please answer these five questions above. 1. In your opinion what is the greatest challenge to keeping housing affordable in Hollywood? 2. Which of the following disciplines are you most skilled? • Home Purchase Education, • Housing Market Employment. • Housing Market Stability. • Affordable Housing Construction. \* Affordable Housing Activism. 3. Which of the following disciplines are you most passionate? • Ownership Housing Affordability, • Rental Housing Affordability, • Housing Market Stability, • New Housing Construction, \* Fair Housing. 4. What (if any) life experience motivated you toward volunteerism? 5. What role does housing diversity play in Hollywood's economic health?

**African American Advisory Council - Questions\***

Please answer these five questions above. 1. What is the greatest challenge facing the African American Community in Hollywood? 2. How many hours per month can you dedicate to AAAC initiatives? 3. Which of the following disciplines are you most skilled? \* Education, \* Employment, \* Economics, \* Cultural Awareness, \* Housing. 4. Which of the following disciplines are you most passionate? \* Education, \* Employment, \* Economics, \* Cultural Awareness, \* Housing. 5. What (if any) life experience motivated you toward volunteerism?

**Artwork Selection Committee - Questions\***

Please answer these five questions above. 1. What are your primary interest in City Government and City Services? 2. Why do you want to join the Artwork Selection Committee? 3. What other relevant organizations, clubs, or associations were you previously, and/or currently are involved in? 4. Are you available to attend regular committee board meetings scheduled for the Second Monday each month at 5:30pm? 5. What is your one area of highest interest related to the Arts within the City of Hollywood?

**Civil Service Board - Questions\***

Please answer these five questions above. 1. Describe your involvement with establishing, reviewing and interpreting policies and procedures? 2. Describe your involvement in employment practices including interviewing, testing, hiring, selection and promotion, demotions, transfers, etc. 3. Describe your knowledge of Civil Service and its purpose. 4. Why do you want to serve on this Civil Service Board? 5. Are you a continuous resident of and continuous registered elector in the City of Hollywood?

**Community Development Advisory Board - Questions\***

- 1) No
- 2) community services for the youth, and low income housing for families.
- 3) adequate infrastructure, community services, good schools, sufficient parks, adequate first responders and thriving local businesses
- 4) Support community building grants that will thrive in hollywood. Recommend and qualify valid grants to the City Commission
- 5) Being a concerned community member, that will volunteer to assist our growing community

Please answer these five questions above. 1. Do you reside in a low and moderate income (LMI) neighborhood in Hollywood per the most recent US Census data? A Hollywood LMI Map is located at [www.hollywoodfl.org](http://www.hollywoodfl.org) on the Community and Economic Development webpage. 2. What Community Development issues do you believe are the most important to Hollywood? 3. What is your definition of a healthy neighborhood? 4. What do you believe is the vision and primary work of the Community Development Advisory Board? 5. What do you believe uniquely qualifies you to serve on the Community Development Advisory Board?

**Education Advisory Committee - Questions\***

Please answer these five questions above. 1. What are the current challenges facing education? 2. What is your vision for education in Hollywood? 3. What do you see as the primary work of the Education Advisory Committee? 4. With only one meeting a month, the Committee is limited in what it can do. How does/should the Committee decide what's most important? 5. How can the Committee know if its mission and goals are being accomplished?

**Employees' Retirement Plan - Questions\***

Please answer these five questions above. 1. Are you familiar with the State's Sunshine Laws (Chapter 119 of the Florida Statutes)? 2. Are you available to attend in person regular monthly Board meeting (typically held the 4th Tuesday of each month)? 3. What knowledge, skills and/or abilities will you bring to the Employees' Retirement Plan? 4. What do you believe are the responsibilities of a trustee on a municipal retirement plan board? 5. Are you familiar with municipal defined benefit retirement plans and/or have previous experience serving on a municipal retirement plan board?

**Firefighters' Pension Board - Questions\***

Please answer these five questions above. 1. What knowledge, skills and abilities would you bring to the meetings? 2. What experience do you have with firefighter pensions? 3 What is your financial background? 4. How many years have you lived in Hollywood? 5 How familiar are you with local retirement systems?

**General Obligation Bond Oversight Advisory Committee - Questions\***

Please answer these four questions above. Why do you want to join the GO Bond Oversight Advisory Committee? 2. Explain how your personal and/or professional experiences will contribute to the meeting the goal(s) of the Board or City. 3. Which Bond interests you the most? Public Safety? Parks/Golf/Open Space or Neighborhoods & Resiliency? 4. What is your perspective on city quality of life, healthy neighborhoods, economic development & a strong tax base?

**Historic Preservation Board - Questions\***

Please answer these five questions above. 1. How have you prepared yourself to serve on the Historic Preservation Board? 2. Explain how your personal and/or professional experiences will contribute to the meeting the goal(s) of the Board or City. \* Personal experiences, \* Professional experiences. 3. What is your perspective on balancing growth of the City's tax base, within the Historic Districts, while maintaining neighborhood stabilization? 4. How would you balance historic architecture with modern architectural styles? 5. What do you like about the City's different Historic Districts?

**Hollywood Housing Authority - Questions\***

Please answer these five questions above. 1. In your opinion what is the greatest challenge to keeping housing affordable in Hollywood? 2. Which of the following disciplines are you most skilled? \* Property Management, \* Affordable Housing Administration, \* Housing Market Stability, \* Affordable Housing Construction, \* Affordable Housing Activism. 3. Which of the following disciplines are you most passionate? \* Property Management, \* Rental Housing Affordability, \* Housing Market Stability, \* New Housing Construction, \* Fair Housing. 4. What (if any) life experience motivated you toward volunteerism? 5. What role does housing diversity play in Hollywood's economic health?

**Marine Advisory Board - Questions\***

Please answer these five questions above. 1. What is your involvement with the City of Hollywood's Waterways? 2. What will guide your decisions on this board? 3. Are you able to dedicate 2-3 hours a month to attend the meetings? Attendance is paramount to this Board being able to get things done. 4. Are you currently or have you been a boater, marine industry professional or involved in any other marine related industry? 5. What is your vision for the city of Hollywood's Waterway system?

**Parks, Recreation & Cultural Arts Advisory Board - Questions\***

Please answer these six questions above. 1. How many events have you attended in the past year at any of the parks and athletics facilities in the City? 2. How many City-sponsored special events have you attended for the past year? 3. Are you available to attend regular Board meetings? Regular meetings are on the 1st Thursday of the month for 8 months per calendar year. 4. What is your one area of highest interest related to the parks, recreation and cultural arts for the City? 5. What other relevant organizations, clubs, or associations were you previously, and/or currently are involved in? 6. How does parks, recreation and cultural arts contribute to quality of life?

**Planning & Development Board - Questions\***

- 1) By completing several certification such as the Project Management Professional and My Commercial Building Inspector Certifications has helped me interpret Codes
- 2) Throughout my career I have worked on several community projects that has greatly impacted the community throughout South Florida. Working as a program manager I have worked closely with Planning / Zoning staff, Developers, and Architects in order to successfully complete projects.
- 3) City of Hollywood receives State & Federal funding for Neighborhood Stabilization Programs, this is crucial to enhancing our community, and a required Program. My perspective would be to conduct a cost analysis with what is actually required to fund the program, and if there is additional monies required, then a portion can be taken from City Base Tax income. This needs to be reviewed holistically as to not shortchange other community beneficial programs the City may be responsible for. However, I can not stress the importance of Financial Management and conducting these analysis in order to better identify the required course of action.
- 4) I recently had the pleasure of working alongside the Traffic Engineering / Drainage & Utilities Department within the City of Hollywood to correct some existing roadway concerns along McKinley St. As a team, we successfully prompted the County to review and provide the required course of action. This is a big win for community as it makes our roadways much safer!
- 5) Comprehensive planning is a process that determines community goals and aspirations in terms of community development. The objective is to ensure that all new construction projects or new businesses within the City of Hollywood have a positive impact on the quality of life, our community residents, business and visitors. This will often result as a comprehensive plan (General plan and or Master plan), which will express and regulate public policies on transportation, utilities, land use, recreation, and housing

Please answer these five questions above. 1. How have you prepared yourself to serve on the Planning and Development Board? 2. Explain how your personal and/or professional experiences will contribute to the meeting the goal(s) of the Board or City. \* Personal experiences, \* Professional experiences. 3. What is your perspective on balancing growth of the City's tax base while maintaining neighborhood stabilization? 4. What recent developments within the City are most proud of? 5. What is a Comprehensive Plan?

**Police Officer's Pension Board - Questions\***

Please answer these five questions above. 1. What is a fiduciary? And what is your responsibility to the police pension plan as a fiduciary? 2. What is the Sunshine Law? 3. What is Asset Allocation & Diversification? 4. Explain the history of Chapter 99-1 and Chapter 185? 5. Define the role of the Actuary and the Auditor?

**Sustainability Advisory Committee - Questions\***

Please answer these five questions above. 1. Why do you want to join the committee? 2. Have you attended any committee meetings? If so, how many? 3. What knowledge, skills, and abilities would you bring to the committee if appointed? 4. What other organizations, clubs, or associations are you involved in? 5. Are you available to attend regular committee and subcommittee meetings? Regular meetings are held monthly with subcommittee meetings held as needed. 6. What types of projects would you like to see the committee work on?

**Young Circle ArtsPark Advisory Board - Questions\***

Please answer these five questions above. 1. What are your primary interest in City Government and City Services? 2. How many ArtsPark events have you attended within the past year? 3. What other relevant organizations, clubs, or associations were you previously, and/or currently are involved in? 4. Are you available to attend regular committee board meetings scheduled for the Second Tuesday each month at 5:30 pm? 5. What is your one area of highest interest related to the ArtsPark at Young Circle?

**Are you interested in serving on more than one board/committee?\***

No

**If so, how many?\***

1

**Applicant must attend at least one board/committee meeting prior to consideration of application for every board applied. Please list board/committee meetings you attended in the last year?\***

Planning and develop

**Are you currently on a County or City Board?\***

No

**If yes, please describe**

**If you are applying for a board / committee, which has specific requirements / categories, please detail how your background and/or experience meets the required criteria.\***

-Bachelor of construction management  
-Senior project manager with over 5 years experience on multi millions dollar projects  
-certified PMI Project Management Professional  
-certified Commerical Building inspector

**Please describe your professional and/or volunteer experience or background, which best qualifies you for selection to the board / committee.\***

-Bachelor of construction management  
-Senior project manager with over 5 years experience on multi millions dollar projects  
-certified PMI Project Management Professional  
-certified Commerical Building inspector

**Are you presently employed by the City of Hollywood?\***

No

**If so, in what capacity?\***

N/A

**Attach Resume (only .doc and .pdf files)\***

Mena Morgan - 1.22.21.pdf

# MENA MORGAN

Hollywood, FL · (786) 332 1746

[Mena.Morgan0@gmail.com](mailto:Mena.Morgan0@gmail.com) · [LinkedIn Profile](#) | [www.linkedin.com/in/mena-morgan-pmp-73bb57a1](http://www.linkedin.com/in/mena-morgan-pmp-73bb57a1)

---

I am a seasoned construction professional committed to positively impacting the industry by enhancing project delivery methods and systems. I champion client-centric service, comprehensive organizational planning, agile execution, continuous team learning, and leveraging new technologies to deliver exceptional value. I have experience across a range of sectors including commercial, luxury residential, hospitality, multi-family, educational, and specialty construction.

## EXPERIENCE

12/01/21 – CURRENT

### **DIRECTOR OF OPERATIONS, AMICON MANAGEMENT | MIAMI, FL**

- The Director of Project Operations assists the organization in maximizing efficiency across the entire portfolio to meet company objectives
- Develop and oversee project management operations and strategic planning to identify areas for improvement to meet organizational goals
- Establish methodologies to track, report, and assess results from all projects (KPI's)
- Respond to escalated project/program issues that can impede project delivery and coordinate solutions with Project Executives and Division Directors
- Monitor and analyze project metrics to identify area of improvement and cost savings
- Assess program/project risk from a portfolio level prior to project onboarding
- Coordinate with Project Executives and Division Directors to allocate resources and requirements for successful project/program deliveries
- Develop standardized system operational procedures and ensure compliance across all projects
- Establish and maintain Quality Control and Quality Assurance processes from a portfolio level
- Develop and execute effective training plan for all project staff and oversee team transition and knowledge transfer
- Oversee onboarding of new employees

02/01/2021 – 12/01/21

### **PROJECT EXECUTIVE, AMICON MANAGEMENT | MIAMI, FL**

- Assisted with the design and implementation of a comprehensive enterprise software solution utilizing the smartsheet platform to address all aspects of Amicon's Business cycle, including Project Management, Business Development, Human Resource Management, Corporate Finance, and Project Finance
- Formalized employee roles and responsibilities, developed an advancement track, and implemented training standards for all project management

- Assisted with leading an initiative to expand Amicon's service offerings by identifying opportunities for value creation within the project lifecycle, and transferring best practices from adjacent and forward-thinking industries to create local market differentiation
- Redefined and standardized high-value deliverables and processes, from project initiation through to completion

05/20/2019 – 01/31/2021

#### SENIOR PROJECT MANAGER, AMICON MANAGEMENT | MIAMI, FL

- Served as the senior construction management professional on project teams, with responsibility to provide leadership, accountability, organization, strategy, and financial solvency to all project activities within a challenging construction program / portfolio valued at nearly \$250 million
- Delivered high quality construction services across a range of project types while leveraging team resources to promote client satisfaction, team learning and overall brand success in the local market. Typical services: new construction, Renovations, Inspections, Multi-Project Program Management, Preconstruction Management, Permitting, Project Strategic Alignment, etc.
- Trained and managed a diverse team of project managers, assistant project managers, and interns to deliver successful project outcomes with the highest standard of client satisfaction

03/20/2018 – 01/31/2021

#### PROJECT MANAGER / SITE SUPERVISOR, AMICON MANAGEMENT | MIAMI, FL

- Oversaw, coordinated, and directed teams of employees and sub-contractors across complex, simultaneous builds to effectively satisfy client expectations, design specifications, and Florida Building Code
- Managed execution of multiple projects concurrently, each project consisting of budgets ranging from \$1.5 million to \$10 million
- Created employee safety education program for new hires / subcontractors
- Designed detailed templates schedules for training future PMs that advocate a systematic approach to achieving project deliverables, and introduced a formal change management procedure to eliminate scope creep and enhance reviews
- Practiced risk management / risk mitigation by proactively reviewing and correcting discrepancies in design specifications between architects and engineers, and by reviewing construction means and methods in advance of work start

01/10/2015 – 12/20/2017

#### PROJECT MANAGER / SITE SUPERVISOR, UNIQ BUILDING GROUP | SYDNEY, AUS

- Oversaw, coordinated, and directed teams of employees and sub-contractors across complex, simultaneous builds to effectively satisfy client expectations, design specifications, and the National Construction Code
- Managed execution of multiple projects concurrently, each project consisting of budgets ranging from \$1.5 million to \$5 million luxury residential projects
- Practiced risk management / risk mitigation by proactively reviewing and correcting discrepancies in design specifications between architects and engineers, and by reviewing construction means and methods in advance of work start.
- Managing projects within Budget, Scope, and Schedule

## CERTIFICATES

- PMI Project Management Professional | PMP Number: 2644734
- Florida Certified General Contractor | CGC Number: CGC1531113
- ICC Certified Commercial Building Inspector (B2) | Certificate Number: 9837232
- Smartsheet Product Certified User | Certificate Number: 5VSJRSCU2WHI
- OSHA 30 Hour Construction Safety | Click safety Credential Number: 26066757

## EDUCATION

MONTH YEAR

**BACHELOR'S DEGREE IN CONSTRUCTION MANAGEMENT, UNIVERSITY OF WESTERN SYDNEY**

## SKILLS

- |                                   |                                |
|-----------------------------------|--------------------------------|
| • Construction Management         | • Contract Negotiation         |
| • Preconstruction / Due Diligence | • Permitting                   |
| • Program Management              | • QA / QC                      |
| • Resource Management             | • Team Leadership              |
| • Value Creation                  | • Business Process Improvement |
| • Operations Management           | • Corporate Training           |