

Advisory Board & Committee Interest Form - Submission #32442

Date Submitted: 2/2/2026

Last Name\*

Khaleel

First Name\*

Marta

District # You Live In.\*

5

Home Address\*

7470 Taylor street

City\*

Hollywood

State\*

FL

Zip Code\*

33024

Home Phone

Cell Phone

9547436522

Email Address\*

Lid05mgck@gmail.com

Owner or Renter \*

Renter

Number of years as city resident\*

Hollywood

Are you registered to vote in Broward County?\*

Yes

Education (highest degree / level)

College

Occupation\*

Office Admin

Work Phone

Business Name\*

Total Health Chiropractic

Business Address

City

Miramar

State

FL

Zip Code

33024

Identify the board / committee(s) to which you request appointment (Please rank in order of preference)

Selection (1)\*

Hispanic Affairs Council

Selection (2)\*

None

Selection (3)\*

None

Selection (4)\*

None

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

The greatest challenge to keeping housing affordable in Hollywood is the imbalance between rising housing costs and local incomes. Property values, insurance, taxes, and construction costs have increased rapidly, while wages for many working families have not kept pace. This creates pressure on renters and first-time homebuyers and puts long-term residents at risk of displacement. Additionally, limited housing inventory and zoning constraints make it harder to develop diverse housing options that meet the needs of seniors, young families, and essential workers. #2 i am not SKILLED in any BUT I understand the barriers families face when trying to enter or remain in the housing market I am also comfortable advocating for policies and community solutions that support long-term housing stability. #3/4: I am most passionate about Rental Housing Affordability, Ownership Housing Affordability, and Fair Housing. All of it because I have gone through all of those scenarios. Stable, affordable housing is foundational to family security, educational success, and economic mobility. I strongly believe everyone deserves access to safe housing without discrimination, and that both renters and homeowners need protection and opportunity to thrive in our city.#5 Housing diversity is part of Hollywood's economic health. A mix of housing types and price points allows teachers, service workers, small business owners, seniors, and young professionals to live and work in the same community. This diversity supports local businesses, strengthens neighborhoods, and ensures that Hollywood remains inclusive, resilient, and economically competitive rather than becoming accessible only to a narrow segment of residents.

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\***

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?

### **Hispanic Affairs Council\***

#1 The greatest challenge facing the Hispanic community in Hollywood is economic pressure combined with unequal access to resources. Many Hispanic residents are hard-working individuals and families who contribute greatly to the city, yet face rising housing costs, limited access to information, and fewer opportunities for upward mobility. Certain areas of Hollywood clearly need investment and improvement, and without advocacy, residents in those neighborhoods risk being left behind. Bridging gaps in housing stability, education, and access to city resources is essential to strengthening the community as a whole. #2 I can dedicate 10–15 hours per month to Hispanic Affairs Council initiatives. I am committed to being actively involved, attending meetings, participating in outreach, and supporting initiatives that directly benefit the community. #3. I believe I have a strong understanding of how housing conditions, affordability, and neighborhood investment impact families because all these affect me too. I am also effective at communicating with community members in a way that is respectful, clear, and culturally informed. #4 I am most passionate about Housing, Education, and Cultural Awareness. Safe, stable housing is the foundation of opportunity, education opens doors for future generations, and cultural awareness ensures that policies and programs truly serve the people they are meant to help. #5 What motivated me toward volunteerism is a growing desire to become more involved in my community and make a meaningful difference. Living in Hollywood, I've developed a strong sense of responsibility toward my neighbors and the future of the city. I want to contribute in a positive way, help strengthen the community, and be part of the solutions that improve quality of life for residents. This desire to give back and help shape a better future for Hollywood is what pushed me to become more active in my city.

Please answer these five questions above. 1. What is the greatest challenge facing the Hispanic Community in Hollywood? 2. How many hours per month can you dedicate to HACA 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?

### **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 Centennial Celebration Committee\***

Please answer these five questions above. 1. What is your primary interest in serving on the Committee? 2. What is your financial/accounting background? 3. What knowledge, skills and abilities would you bring to the meetings? 4. What other organizations and/or associations were you previously, and/or currently involved with? 5. Are you available to attend regular committee meetings? (dates to be determined by all members)

### **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\***

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?

**Sister Cities Advisory Committee - Questions**

1. Do you speak more than one language? If so, what languages do you speak? 2. Do you have experience in travel, cultural exchange, and/or fund-raising? Please describe. 3. Which Sister City focus areas are you most passionate about: a. Art and Culture; b. Business and Trade; c. Community Development; d. Youth and Education. 4. What (if any) life experience motivated you toward volunteerism? 5. Please describe why you are interested in serving on the Sister Cities Advisory Committee.

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**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?

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

Yes

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

2

**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?\***

None

**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.\***

N/A

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

My background aligns with the committee's goals through lived experience and growing involvement in the Hollywood community. I have supported local schools that my children attended and currently support the school my granddaughter attends, which has give

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

No

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

N/A

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

Khaleel M .pdf

Marta Khaleel  
**Office Manager - Total Health Chiropractic**  
Pembroke Pines, FL 33025

LID05MGCK@GMAIL.COM  
Mobile: 954 743 6522

*I am a highly adaptable and efficient individual with a proven ability to quickly learn and excel in diverse work environments. With a no-nonsense approach, I focus on getting the job done and ensuring everything is in order. My commitment to excellence and ability to swiftly grasp new concepts make me an asset in any setting.*

#### Work Experience

##### **Office Manager** Plantation Health and Wellness, Plantation, FL

November 2022- Present: Duties include, Billing, Preparing Personal Injury files which consist of all medical notes, referring patients for MRI, Orthopedic evaluations, EMCs, CPT and Dx codes, Following up with attorneys, LOP, PIs, Ledgers, marketing, visiting attorney offices and MRI's offices, marketing events, all office clerical duties, attending chamber meetings, setting up patients on decompression table, E-Stim, ultrasound , assist and prepare DOT exams for CDL licenses.

##### **Office Manager** Total Health Chiropractic - Miramar, FL

January 2014 to Present

Duties include, Billing, Preparing PI cases (Personal Injury) files which consist of all medical notes, medical procedures, CPT and Dx codes, following up with attorneys, LOP, PIs, Ledgers, Marketing, going to attorney offices and MRI's offices, marketing events, all office clerical duties, attending BNI weekly meetings (Business Network International)

##### **Path Medical/Hollywood, Regional Manager** Marlene Cadet

January 2017 to September 2018

Duties included, Payroll (ADP), scheduling employees monthly schedule, Joint Commission Logs, AHCA compliancy, weekly audits, retention for personal injury cases (PIP), monthly manager meetings, meeting with new patients, intake information, billing and coding, planning employee/company events, interview potential employees along with verifying references, prepare employee termination papers, complete termination checklist, submit all IT tickets for termed employee, employee yearly reviews, all other office related daily issues. Working with Level C Executives.

**Medical Procedure Assistant-Gynecology/Uro-Gynecology/Urology** Cleveland Clinic of Florida - Weston, FL

June 2015 to 2017

Hysteroscopy, Colposcopy, Uro-Dynamic Studies, Biopsy, attending patients daily, triage, follow up with patient on their care received. Develop better ways to maintain HIPPA and OSHA regulations in our work area and prepare presentations for the Clinic. Office Manager Assistant/ MA

**Office Manager Assistant/ MA** Women's Specialists Incontinence & Robotic Surgery

April 2014 to 2015

duties including submitting claims along with coding appropriately, checking patients in, customer service (resolving issues that may occur on a one-to-one patient), assisting with in office procedures such as colposcopy, bio-identical pellets therapy, endometrial biopsies, calling patients with test, cultures and lab results explaining the determinations of each, all other office duties

Education

North Miami Senior High  
1990

Some college at MDCC 1991-1992

Skills

- Administrative Assistant
- Medical Records
- Microsoft Office
- Medical Billing
- Event Planning
- CPT Coding
- Medical Coding
- EMR Systems
- Triage
- Medical Scheduling
- Medical Office Experience
- Payroll
- Medical Terminology

- Personal Assistant

**Nursing Skills: Patient Focus & Orientation — Highly Proficient**

May 2019

Addressing concerns and using sensitivity when responding to needs and feelings of patients

Full results: Highly Proficient

**Data Entry Skills — Expert**

October 2018

Measures a candidate's ability to accurately input data and effectively manage databases.

Full results: Expert

Indeed Assessments provides skills tests that are not indicative of a license or certification, or continued development in any professional field.