

BOARD OF TRUSTEES OF THE CITY PENSION FUND FOR FIREFIGHTERS & POLICE OFFICERS

In the City of Pembroke Pines
Hampton Professional Center
1951 NW 150th Avenue – Suite #104
Pembroke Pines, FL 33028

REGULAR MONTHLY MEETING – APRIL 16, 2009

The three hundred and sixty-fourth meeting of the Firefighters and Police Officers Pension Fund in the City of Pembroke Pines was called to order at 4:00 p.m. by Chairman James Ryan.

1.	<u>Roll Call – Fire Members</u>	<u>Police Members</u>	<u>City Members</u>
	Steven Dougherty Richard Moss	Carl Heim Kevin McCluskey James Ryan	Gary Arenson Vicki Minnaugh Isadore Nachimson

Adam Cabeza has requested an excused absence, due to being out of town on Union business. Motion by Vicki Minnaugh, second by Isadore Nachimson, to excuse the absence of Adam Cabeza for this meeting. The motion carried unanimously.

Others Present: Larry Wilson from Gabriel, Roeder, Smith & Co.; P/O Neil Vaughan, VP of Broward County PBA; P/O Andrew Brooks and Russell English; Daniel Rotstein, City HR Director; Stephen H. Cypen, Esq., Attorney for the Fund; Karen H. Warner, Plan Administrator; and James Fisher, Asst. Plan Administrator.

2. **Approval of Minutes for March 19, 2009.** Chairman Ryan presented minutes from the meeting of March 19, 2009 for approval. Motion by Vicki Minnaugh, second by Gary Arenson, to approve as presented. The motion carried unanimously.

3. **Ratification of Warrant #450.** Chairman Ryan presented Warrant #450 for ratification. It was noted that the Board approved this benefit payment at the March meeting but the transaction was inadvertently omitted from that month's warrant. Warrant #450 was circulated for signatures on March 20th. Motion by Vicki Minnaugh, second by Isadore Nachimson, to ratify Warrant #450 as presented. The motion carried unanimously, ratifying the payment of:

F/F Ricardo J. Torres – Lump Sum DROP Withdrawal	***
U.S. Treasury – FIT Withholding (DROP Withdrawal)	***

*** See Attachment A for details

TOTAL ***

4. **Approval of Warrant #451.** Chairman Ryan presented Warrant #451 in the amount of \$163,603.74 for approval and payment. Motion by Vicki Minnaugh, second by Isadore Nachimson, to approve payment of Warrant #451 as presented. The motion carried unanimously, authorizing the payment of:

Cypen & Cypen – Monthly Retainer for April, 2009	\$3,250.00
Hampton Professional Center Condo No. 2 – Monthly Maintenance (Suite #104) for May, 2009	\$407.72
Karen Warner – Mo. Allowance for April, 2009 (Med/Dental/Life)	\$375.00
LEAF – Xerox Copier Lease for March, 2009	\$194.23
Twilight Industries, LLC – Office Maintenance for April, 2009	\$152.00
Gabriel, Roeder, Smith & Co. – Prof. Fees for March, 2009	\$14,260.00
Inverness Counsel, Inc. – Mgmt. Fee for Q/E 6/30/2009	\$126,224.05
Independence Investments LLC – Mgmt. Fee for Q/E 3/31/2009	\$18,740.74

TOTAL **\$163,603.74**

5. **Approval of DROP Benefits and Back-DROP Balances – Ordinance 1480 (Police).** Motion by Vicki Minnaugh, second by Steve Dougherty, to approve the calculation of DROP Benefit(s) and Back-DROP Balance(s) as presented. The motion carried unanimously to approve:

	DROP Eff. Date	DROP Term. Date	Form of Benefit	Back-DROP Additions
P/O Clarence Wilson	4/01/2009	3/31/2014	Life Annuity	\$0.00

6. **Request for DROP Account Distribution(s)** – Karen Warner stated that the Pension Office received a total of 5 DROP account distribution requests for the month which were included with the agenda packets. One additional request has since been received, and GRS promptly provided the 415 letter. Permission was requested to add the new request, and copies of relevant paperwork were distributed for review. Motion by Vicki Minnaugh, second by Isadore Nachimson, to add F/F John Caprio (Lump Sum) to the agenda. The motion carried unanimously. The following DROP account distribution requests were presented for Board consideration

F/F Robert Bauman	(Lump Sum)	*
F/F John Caprio	(Lump Sum)	*
F/F David M. Cuthbert	(Monthly)	*
F/F Douglas Mikell	(Lump Sum)	*
F/F Anthony Napolitano	(Monthly)	*
F/F Steven Weishaar	(Lump Sum)	*

* See Attachment A for details.

Actuary Larry Wilson has provided the necessary letters indicating that these distributions would not pose a problem with the 415 limitation at the present time. Motion by Gary Arenson, second by Vicki Minnaugh, to approve the 6 DROP account distribution requests (noted above) as presented. The motion carried unanimously.

UNFINISHED BUSINESS

None.

NEW BUSINESS

7. **Firefighters' COLA for Deferred Vested Members.** Trustee Cabeza previously inquired about the application of COLA's for Firefighters who separated with a deferred vested benefit. Agenda packets included GRS correspondence regarding F/F Donald Smith, minutes from the 7/15/2004 Board meeting when this question was raised previously, and Ord. 1480, §34.43. Jim Fisher explained that the Firefighters' provision stipulates the COLA will go to *those who were receiving benefits on 6/18/2003*. At the present time, there are three separated Firefighters entitled to receive future benefits who will not be eligible for a COLA. It was also noted that the COLA provision for the two employee groups is applied differently – deferred vested Police members do qualify for future cost-of-living adjustments.
8. **Publication of Pension Agenda and Minutes.** Several months ago, following requests that benefit amounts not be published in the agenda and minutes, the Board authorized the use of an attachment to the minutes for benefit and withdrawal amounts. Karen Warner stated that certain retirees are now expressing concern that their names are also being disclosed. Following discussion, the Board decided (1) to maintain the current process of including member names in the agenda and minutes, and (2) to continue the use of an attached "Schedule A" for the disclosure of benefit and withdrawal amounts.
9. **Reports:**
- Actuary** – Mr. Wilson stated GRS has completed the "2010 contribution projection" requested by the City for budgeting purposes. Copies were distributed for further discussion. He explained the assumptions used for completion, including revised assumptions (i.e., updated mortality tables, Entry Age Normal cost method) and the effects of using the revised assumptions. Per the City's specific request, the results do not include DROP payroll. Motion by Gary Arenson, second by Vicki Minnaugh, to authorize GRS to issue a revised projection that also identifies costs including DROP payroll. The motion carried unanimously. Mr. Wilson will request additional payroll information from the Pension Office.

The State has issued an approval letter for the 10/1/2007 Actuarial Valuation; and they have offered some suggestions for future valuation protocol, such as the treatment of investment vs. administrative expenses, the plan's assumed rate of return, and CPI assumption rate. The State's letter will be placed on agenda for future consideration.

Trustee Dougherty requested authorization for the Firefighters' union to utilize the services of GRS. They would like to have a study completed to assist with current negotiations. Following discussion, motion by Vicki Minnaugh, second by Kevin McCluskey, that the Firefighters' union be authorized to engage GRS to provide the study needed for their contract negotiations, with the cost to be paid by the Board and not to exceed \$25,000. The motion carried unanimously. Daniel Rotstein asked that the City be advised of same via e-mail.

Attorney – None.

Chairman – None.

Plan Administrator – The Pension Office is in receipt of additional bills for payment and other benefit disbursements for approval. Chairman Ryan presented Warrant #452 for addition to the agenda and approval for payment. Motion by Vicki Minnaugh, second by Gary Arenson, to add Warrant #452 to the agenda. The motion carried unanimously. Motion by Vicki Minnaugh, second by Isadore Nachimson, to approve payment of Warrant #452 as presented in the amount of \$199,915.18. The motion carried unanimously, authorizing payment of:

P/O Gerard M. Arzillo – Revised Monthly Disability Benefit due to Comp Time Adjustment, effective 5/1/2009			***
F/F Robert Bauman – Lump Sum DROP Withdrawal			***
F/F John Caprio – Lump Sum DROP Withdrawal			***
F/F David M. Cuthbert – Monthly DROP Withdrawal commencing 5/1/2009			***
P/O Russell English – Mo. Retirement Benefit commencing 5/1/2009			***
F/F Douglas Mikell – Lump Sum DROP Withdrawal			***
F/F Anthony Napolitano – Monthly DROP Withdrawal commencing 5/1/2009			***
P/O Martin Smith – Mo. Retirement Benefit commencing 5/1/2009			***
F/F Steven Weishaar – Lump Sum DROP Withdrawal			***
U.S. Treasury – FIT Withholding (Withdrawals)			***
U.S. Treasury – Additional Deduction 10% Penalty			***
SunTrust Bank (Visa – Fisher)	Bd Mtg / Ofc Supplies	\$24.09	
	Gasoline	35.30	
	AT&T	370.75	
	Bellsouth	412.70	
	Lunch Meeting GRS	92.38	
	Monthly Storage	104.00	
	Pest Control	35.00	
		<u>\$1,074.22</u>	\$1,074.22
SunTrust Bank (Visa – Warner)	Xerox (lease + copies)	\$160.68	
	Bd Mtg / Ofc Supplies	210.47	
	Pitney Bowes (meter supplies)	137.46	
	P.O. (certified mail)	12.00	
	Conf. Registration (Cabeza)	255.00	
	Notary Renewal (4 years)	193.46	
	FP&L	117.33	
		<u>\$1,086.40</u>	\$1,086.40
James F. Fisher – Semi-monthly payroll effective 4/1/2009 (commencing 4/15/2009) per 3/19/2009 Board approval:			
Gross \$2,634.67 Fed WH (\$118.00) FICA (\$163.35) MEDI (\$38.20)			\$2,315.12
U.S. Treasury f.b.o. James F. Fisher – Form 941 Tax to be paid for each Period, commencing 4/15/2009			\$521.10
James F. Fisher – Retroactive Pay Increase for PPE 4/15/2009			
Gross \$164.67 Fed WH \$70.19 FICA (\$10.21) MEDI (\$2.38)			\$222.27
U.S. Treasury f.b.o. James F. Fisher – Retroactive Form 941 Tax for PPE 4/15/2009			(\$45.01)
Fiduciary Trust Co. – Custody Fee for Q/E 3/31/2009 (Buckhead)			\$1,250.00

Fiduciary Trust Co. – Custody Fee for Q/E 3/31/2009 (Independence)	\$1,271.32
Fiduciary Trust Co. – Custody Fee for Q/E 3/31/2009 (Sawgrass)	\$599.71
Buckhead Capital Management – Mgmt. Fee for Q/E 3/31/2009	\$9,468.97
Sawgrass Asset Management – Mgmt. Fee for Q/E 3/31/2009	\$14,999.00

*** See Attachment A for details

TOTAL **\$199,915.18**

Trustees were reminded to RSVP the annual Inverness Dinner, scheduled for May 22nd at the Ft. Lauderdale Yacht Club.

Discussion followed regarding the parking rules for this complex. Vicki Minnaugh explained that owners are not to use visitor spaces. The Association has received complaints from a next-door-owner that people coming to the Pension Office park in front of his building (1941) and run the risk of being towed. Please park in any space available except for those in the driveway nearest the office buildings.

The City Clerk's Office has forwarded a public records request from F/F Kenneth Fritz. Karen Warner noted that the extent of information requested is sizable, and staff has estimated costs for time and expense to comply with the request. Following discussion, Steve Dougherty offered to speak with F/F Fritz regarding the possibility of narrowing the scope of information to be provided.

10. **Input from Retirees:** None.
11. **Input from Active Members:** P/O Russell English, who will be retiring on April 23rd, expressed his thanks to the Board for their dedication and tireless efforts on behalf of all Fire & Police members.
12. **Adjournment** – Chairman Ryan announced that the next regular meeting would be held on Thursday, May 21, 2009 at 2:00 pm. Investment presentations will be heard from Dahab Associates, Regions / AmSouth Timber Fund, TA Associates Realty and Inverness Counsel – followed by the regular order of business at 4:00 pm. There being no further business before the Board, motion by Gary Arenson, second by Carl Heim, to adjourn the meeting at 5:10 pm. The motion carried unanimously.

James Ryan – Chairman

Carl Heim – Secretary

