

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 JANUARY 18, 2016

The four hundred sixtieth meeting of the Firefighters and Police Officers Pension Fund in the City of Pembroke Pines was called to order at 2:03 PM by Chairman Timothy Anderson.

1. <u>Roll Call</u> –	<u>Fire Members</u>	<u>Police Members</u>	<u>City Members</u>
	Adam Cabeza Robert Johnson John Kearney	Timothy Anderson Adam Feiner Sean Wollard	Gary Arenson Jack McCluskey

Others Present: Paul Daragjati, Board Attorney; Johndale Carty, former Pines Firefighter, Latonia Carty, Spouse, and Robert Winess, Attorney; Larry Wilson, Plan Actuary; James Fisher, Plan Administrator and Rachel Maldonado, Asst. Plan Administrator.

Motion by Adam Cabeza, second by Gary Arenson, to excuse Trustee Minnaugh. The motion carried unanimously.

2. **Informal Disability Hearing: F/F Johndale Carty** – Attorney Daragjati introduced former Pembroke Pines F/F Johndale Carty's application for consideration and reviewed the protocols and appropriate motions for the hearing. At the informal level, the Board must focus only on the materials provided, including the written opinions of the doctors and any statements made during this proceeding. To receive approval of a service-incurred disability, the following criteria must be met:

1. The injury must be incurred in the line of duty.
2. The injury sustained must have caused a total disability.
3. The disability must be permanent.

F/F Carty was represented by Robert Winess, Esq. Motion by Gary Arenson, second by Jack McCluskey to grant former F/F Johndale Carty's disability application. In a roll call vote, the motion carried unanimously.

3. **Approval of Minutes for December 15, 2016** – Chairman Anderson presented the minutes from the previous meeting held on December 15, 2016. Motion by Adam Cabeza, second by Robert Johnson, to approve the minutes as presented. The motion carried unanimously.

4. **Approval of DROP Distributions** – The following DROP benefits were presented for approval.

- F/F D. Scott Whitworth – Lump Sum ***
- F/F Robert Vesely – Lump Sum ***
- F/F Charles Cozzati – Lump Sum ***
- F/F Glen Gibbons – Lump Sum ***
- F/F James Sammarco – Monthly ***
- F/F Leslie Ortagus – Monthly ***
- F/F Ross Kuruc – Lump Sum ***
- F/F Robert Poirier – Lump Sum ***
- P/O Peter Desmond – Monthly ***
- P/O Craig Rupp – Lump Sum ***
- P/O Nelson Martinez – Lump Sum ***
- P/O Andrew Smith – Lump Sum ***
- P/O Joseph Covino – Lump Sum ***

- P/O Steve Wetterer – Lump Sum ***
- P/O Walter Yester – Lump Sum ***
- P/O James Ryan – Lump Sum ***
- P/O George Soubasis – Lump Sum ***

Administrator Fisher asked the Board to add additional requests to the agenda.

- P/O Barbara Laughead – Lump Sum ***
- P/O William Bucknam – Lump Sum ***

Motion by Gary Arenson, second by Robert Johnson, to add the additional requests to the agenda. The motion carried unanimously. Motion by Robert Johnson, second by Adam Cabeza, to approve the amended list of distributions. The motion carried unanimously.

*** Schedule A is available upon request. Please contact the Pension Office if you wish to view it.

The IRC 415 screening tool results were provided to Actuary Larry Wilson. When appropriate, his office will provide the necessary letters to members indicating distributions will not pose a problem with the IRC 415 limitation at the present time.

5. **Request for DROP Loan** – Chairman Anderson presented the following DROP loan for approval.

- P/O James Henry

Motion by Jack McCluskey, second by Adam Cabeza, to approve Mr. Henry's loan. The motion carried unanimously.

6. **Ratification of Special Warrant #706** – Warrant #706 was presented to the Board for ratification. Motion by Gary Arenson, second by Adam Feiner, to ratify Warrant #706. The motion carried unanimously.

Name (Pension Benefits, Services Rendered or Obligations)	Amount
DROP Distributions:	
P/O Craig Rupp – Lump Sum Withdrawal less FIT	***
U.S. Treasury – FIT – W/H (Rupp)	***
TOTAL	***

7. **Approval of Vendor Warrant #707** – Chairman Anderson presented Vendor Warrant #707 for approval. Motion by Robert Johnson, second by John Kearney, to approve Warrant #707 in the amount of \$248,098.56. The motion carried unanimously.

Name (Pension Benefits, Services Rendered or Obligations)	Amount
Klausner, Kaufman, Jensen & Levinson – Monthly Retainer for January 2017	\$3,250.00
Hampton Professional Center Condo #2, Ste 104 (Monthly Maintenance – Feb. 2017)	\$407.72
Twilight Industries, LLC – (Maintenance – January 2017)	\$152.00
Pitney Bowes – Property Fee	\$10.44
SunTrust – Acct. Ending 8870	\$3,175.68
SunTrust – Acct. Ending 8961	\$1,287.56
CRU #4265	\$628.95
CRU #4267	\$344.00
Steven Bornstein – Jan. 2017 DROP Loans	\$200.00
Inverness – Mgmt Fees for Equity Q/E 3/31/17	\$127,290.95
Inverness – Mgmt Fees for Fixed Income Q/E 3/31/17	\$69,921.61
BDO – Audit Work, Inv. #000743842	\$3,900.00
Dr. Reines – Carty IME	\$1,800.00
Holland & Knight, Inv. #5443474	\$130.00
Marco Consulting, Inv. #10330216	\$2000.00
Herndon Capital – Mgmt Fees for 10/1/16 – 12/21/16	\$31,955.55
FP&L	\$142.41
ABS Copier	\$234.60

Verizon – Tablet Service	\$100.72
Pitney Bowes – Leasing Charges	\$291.00
Gary Arenson – Conference Reimbursement 12/2/16	\$747.55
ProShred Security – Service 12/7/16	\$56.38
Rachel Maldonado – Mileage Reimbursement 7/20/16 – 1/6/17	\$71.44
TOTAL	\$248,098.56

8. **Approval of Member Warrants #708** –Chairman Anderson presented additional Member Warrant #708 for approval. Motion by Robert Johnson, second by Adam Feiner to approve Warrant #708 in the amount of \$630,500.00. The motion carried unanimously.

Name (Pension Benefits, Services Rendered or Obligations)	Amount
DROP Distributions:	
F/F D. Scott Whitworth – Lump Sum Withdrawal less FIT	***
F/F Robert Vesely – Lump Sum Withdrawal less FIT	***
F/F Charles Cozzati – Lump Sum Withdrawal less FIT	***
F/F Glen Gibbons – Lump Sum Withdrawal less FIT	***
F/F James Sammarco – Lump Sum Withdrawal less FIT	***
F/F Leslie Ortagus – Lump Sum Withdrawal less FIT	***
F/F Ross Kuruc – Lump Sum Withdrawal less FIT	***
F/F Robert Poirier – Lump Sum Withdrawal less FIT	***
P/O Peter Desmond – Monthly Withdrawal commencing 2/1/17	***
P/O Nelson Martinez – Lump Sum Withdrawal less FIT	***
P/O Andrew Smith – Lump Sum Withdrawal less FIT	***
P/O Joseph Covino – Lump Sum Withdrawal less FIT	***
P/O Steven Wetterer – Lump Sum Withdrawal less FIT	***
P/O Walter Yester – Lump Sum Withdrawal less FIT	***
P/O James Ryan – Lump Sum Withdrawal less FIT	***
P/O George Soubasis – Lump Sum Withdrawal less FIT	***
P/O Barbara Laughead – Lump Sum Withdrawal less FIT	***
P/O William Bucknam – Lump Sum Withdrawal less FIT	***
U.S. Treasury – FIT – W/H (Whitworth, Vesely, Cozzati, Gibbons, Sammarco, Ortagus, Kuruc, Poirier, Martinez, Smith, Covino, Wetterer, Yester, Ryan, Soubasis, Laughead, Bucknam)	***
DROP Loan:	
P/O James Henry – DROP Loan Less Doc Stamp	***
Florida Documentary Stamps:	
Florida Doc Stamp for DROP Loan (Henry)	***
TOTAL	\$630,500.00

NEW BUSINESS

9. **DROP Loan Interest Rate for Q/E 3/31/17:** Agenda packets included information that the Wall Street Journal prime rate for the quarter ending 3/31/17 increased to 3.75% from 3.50%. It was noted that the DROP Loan Rules provide for 1% interest to be added to the WSJ rate. Motion by Robert Johnson, second by Adam Cabeza, to approve a 4.75% DROP Loan interest rate for loans approved by the Board during January, February and March of 2017. The motion carried unanimously.

UNFINISHED BUSINESS

10. **Pending RFP for Legal Services:** The discussion was deferred until the end of the meeting to allow the Board attorney, Mr. Daragjati, to excuse himself.

11. **Reports:**

Actuary – Larry Wilson provided an update to the Board on a number of projects regarding the Plan. The work on the 12/31/16 DROP accounting will begin after the quarter's performance rate becomes available. There are six benefit calculations due that are on hold for the City payroll reports. The annual report and the GASB 67 "True-Up" will be completed when the draft of the annual audit is available.

Attorney – Attorney Daragjati informed that the State legislature is considering expanding presumptions for disabilities similar to the current presumptions regarding heart and hypertension. With discussion in its infancy stages, future presumptions could include cancer.

Chairman – No report at this time.

Plan Administrator – Asst. Administrator Maldonado addressed a number of items under the report.

- Ms. Maldonado confirmed that the last batch of the annual DROP statements were mailed on 1/4/17.
- There have been some obstacles with the audit, therefore the presentation may not occur at the February meeting as scheduled.
- Work on the annual affidavits will begin the week of 1/23/17.
- Ms. Maldonado reminded the Board that the FPPTA winter trustee school was approaching.

10. **Pending RFP for Legal Services (Revisited)**: The Board reviewed a template RFP for legal services. They requested changes they would like to see in the packet. They also reviewed various ways to advertise. The Board will reconvene this discussion at the February 2017 meeting.


12. **Input from Retirees**: None.

13. **Input from Active Members**: None.

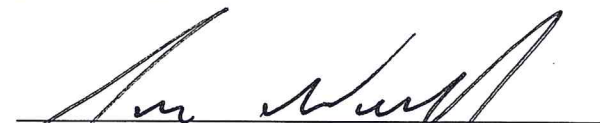
14. **Input from Trustees**: None.

15. **Public Comment**: None.

16. **Adjournment** – Chairman Anderson announced that the next regular meeting would be held on **Thursday, February 16, 2017 at 1:00 PM.** This is a quarterly meeting with investment presentations scheduled. There being no further business, motion by Gary Arenson, second by Jack McCluskey to adjourn the meeting at 4:38 PM. The motion carried unanimously.



Timothy Anderson – Chairman



Sean Wollard – Secretary