

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 OCTOBER 18, 2018

The four hundred eightieth meeting of the Firefighters and Police Officers Pension Fund in the City of Pembroke Pines was called to order at 2:05 PM by Chairman Adam Cabeza.

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	Gary Arenson Jack McCluskey Vicki Minnaugh

Others Present: Larry Wilson, Plan Actuary; Robert Klausner, Plan Attorney; James Fisher, Plan Administrator; and Rachel Maldonado, Asst. Plan Administrator.

Motion by Vicki Minnaugh, second by Jack McCluskey, to excuse the absences of Trustees Feiner and Moran. The motion carried unanimously.

2. **Election of Officers** – Chairman Adam Cabeza opened up nominations for the position of Chairman, Vice Chairman and Secretary of the Board for the 2018 Fiscal Year.

Chairman: Gary Arenson nominated Timothy Anderson for the office of Chairman. Motion by Gary Arenson, second by Vicki Minnaugh to close the nominations. The motion carried unanimously. By acclamation Timothy Anderson will serve as Chairman for the current fiscal year.

Vice-Chairman: Tim Anderson nominated Robert Johnson for the office of Vice-Chairman. Motion by Tim Anderson, second by Gary Arenson to close the nominations. The motion carried unanimously. By acclamation, Robert Johnson will serve as Vice-Chairman for the current fiscal year.

Secretary: Tim Anderson nominated Thomas Moran for the office of Secretary. Motion by Tim Anderson, second by Vicki Minnaugh to close the nominations. The motion carried unanimously. By acclamation, Thomas Moran will serve as Secretary for the current fiscal year.

Chairman Cabeza turned the meeting over to the newly elected Chairman Tim Anderson.

3. **Approval of Minutes for September 20, 2018** – Chairman Anderson presented the minutes from the previous meeting held on September 20, 2018. Motion by Gary Arenson, second by Robert Johnson, to approve the minutes as presented. The motion carried unanimously.
4. **Request for DROP Account Distributions** – The following DROP distributions were presented for approval.

- F/F Michael Vincent – Lump Sum
- F/F Vincent Garcia – Lump Sum
- F/F Ross Kuruc – Lump Sum
- F/F Bradley Masters – Lump Sum
- F/F John Penick – Lump Sum
- P/O Jason Elias – Lump Sum
- P/O Vincent Falzone – Lump Sum
- P/O Onofrio Raimondi – Lump Sum

Administrator Fisher asked the Board to add a distribution to the agenda. Motion by Vicki Minnaugh, second by Gary Arenson to add the additional distribution. The motion carried unanimously.

- F/F Joseph Dennis – Lump Sum

Motion by Vicki Minnaugh, second by Jack McCluskey, to approve the amended list of DROP distributions. The motion carried unanimously.

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(s) – The following DROP loan was presented for approval.

- P/O Kevin Hones

Motion by Vicki Minnaugh, second by Jack McCluskey, to approve the DROP loan. The motion carried unanimously.

6. Approval of Vendor Warrant #768 – Chairman Anderson presented Vendor Warrant #768 for approval. Motion by Vicki Minnaugh, second by Robert Johnson, to approve Warrant #768 in the amount of \$332,857.06. The motion carried unanimously.

Name (Pension Benefits, Services Rendered or Obligations)	Amount
Klausner, Kaufman, Jensen & Levinson – Monthly Retainer for October 2018	\$3,250.00
Hampton Professional Center Condo #2, Ste 104 (Monthly Maintenance –Nov 2018)	\$407.72
Twilight Industries, LLC – (Maintenance – October 2018)	\$152.00
Inverness – Equity Mgmt Fees Q/E 12/31/18	\$113,235.13
Inverness – Fixed Income Mgmt Fees Q/E 12/31/18	\$56,039.76
KSDT – Inv. #65574	\$1,600.00
GRS – September 2018	\$20,475.00
LMCG – Mid Cap Mgmt Fees Q/E 9/30/18	\$42,886.23
LMCG – Large Cap Mgmt Fees Q/E 9/30/18	\$50,607.78
Bridgeway – Mgmt Fees Q/E 9/30/18	\$34,600.68
CRU – Inv #5362	\$150.00
CRU – Inv #5364	\$178.00
CRU – Inv #5366	\$178.00
CRU – Inv #5358	\$230.00
NCPERS – Membership	\$250.00
Steven Bornstein – October 2018 DROP Loan	\$200.00
ABS – Copier Lease 9/15 – 10/14/18	\$234.60
FP&L	\$143.06
SunTrust Visa – Acct Ending 8870	\$1,849.25
SunTrust Visa – Acct Ending 8961	\$5,209.17
Pitney Bowes Lease	\$322.68
Rachel Maldonado – FPPTA Conference Reimbursement	\$436.80
Rachel Maldonado – Mileage Reimbursement 1/3/18 -9/27/18	\$221.20
TOTAL	\$332,857.06

7. Approval of Special Warrants #769, #770, #771 - The following special warrants were presented for approval.

WARRANT 769

Name (Pension Benefits, Services Rendered or Obligations)	Amount
Gary Arenson – Southeast Institutional Forum Reimbursement	\$166.40
Gary Arenson – FPPTA Conference Reimbursement	\$1,657.87
TOTAL	\$1,824.17

Motion by Vicki Minnaugh, second by Adam Cabeza, to approve Warrant 769. The motion carried unanimously. Trustee Arenson abstained due to a voting conflict.

WARRANT 770

Name (Pension Benefits, Services Rendered or Obligations)	Amount
Robert Johnson – FPPTA Conference Reimbursement	\$977.66
TOTAL	\$977.66

Motion by Vicki Minnaugh, second by Adam Cabeza, to approve Warrant 770. The motion carried unanimously. Trustee Johnson abstained due to a voting conflict.

WARRANT 771

Name (Pension Benefits, Services Rendered or Obligations)	Amount
Thomas Moran – FPPTA Conference Reimbursement	\$837.00
TOTAL	\$837.00

Motion by Vicki Minnaugh, second by Gary Arenson, to approve Warrant 771. The motion carried unanimously.

8. **Approval of Member Warrant #772**– Chairman Anderson presented Member Warrant #772 for approval. Motion by Vicki Minnaugh, second by Jack McCluskey, to approve Warrant #772 in the amount of **\$209,497.58**. The motion carried unanimously.

Name (Pension Benefits, Services Rendered or Obligations)	Amount
Retirement Benefits:	
F/F John Penick – Normal Retirement commencing 11/1/18	***
P/O Jason Elias – Normal Retirement commencing 11/1/18	***
DROP Distributions:	
F/F John Penick – Lump Sum Withdrawal less FIT	***
F/F Michael Vincent – Lump Sum Withdrawal less FIT	***
F/F Vincent Garcia – Lump Sum Withdrawal less FIT	***
F/F Ross Kuruc – Lump Sum Withdrawal less FIT	***
F/F Bradley Masters – Lump Sum Withdrawal less FIT	***
P/O Jason Elias – Lump Sum Withdrawal less FIT	***
P/O Vincent Falzone – Lump Sum Withdrawal less FIT	***
P/O Onofrio Raimondi – Lump Sum Withdrawal less FIT	***
F/F Joseph Dennis – Lump Sum Withdrawal less FIT	***
U.S. Treasury – FIT – W/H (Penick, Vincent, Garcia, Kuruc, Masters, Elias, Falzone, Raimondi, Dennis)	***
DROP Loans:	
P/O Kevin Hones - DROP Loan Less Documentary Stamp	***
Documentary Stamp for DROP Loans:	
Florida Department of Revenue – Documentary Stamp (Hones)	***
TOTAL	\$209,497.58

NEW BUSINESS

9. **DROP Loan Interest Rate for Q/E 12/31/2018:** Agenda packets included information that the Wall Street Journal prime rate increased to 5.25%. The DROP Loan Rules provide for 1% interest to be added to the WSJ rate. Motion by Jack McCluskey, second by Vicki Minnaugh, to approve a 6.25% DROP Loan interest rate for loans approved by the Board during October, November and December of 2018. The motion carried unanimously.

UNFINISHED BUSINESS

None.

10. Reports:

Actuary – Larry Wilson reported various projects GRS is completing for the Plan. The City will be given

access to respond electronically to the annual request for data. City personnel will be granted the ability to use the GRS electronic file transfer. Mr. Wilson also reported that DROP accounting for the quarter ending 9/30/18 is in process.

Mr. Wilson also discussed City and State contributions for the fiscal year ending 9/30/18. Believing the City may have provided excess contributions, a decision needs to be made how to treat the excess. Motion by Gary Arenson, second by Vicki Minnaugh, to defer discussion and invite Finance Director Lisa Chong to the November meeting. The motion carried unanimously.

Attorney – Mr. Klausner discussed the HD Supply case noting the Plan survived a “motion to dismiss.” He also addressed the Board’s questions on the Fritz litigation.

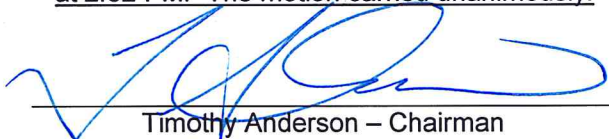
Chairman – No report at this time.

Plan Administrator – No report at this time.

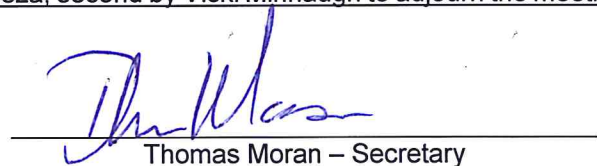
11. **Input from Retirees:** None.
 12. **Input from Active Members:** None.
 13. **Input from Trustees:** Trustee Cabeza discussed an upcoming proposal from Pension Technology Group. The firm specializes in managing a Pension Plan’s electronic data, especially in terms of member information. They require a sample DROP statement to finalize their proposal. The office staff will forward it with personal information redacted.
- Trustee Cabeza also spoke to Chiefs Ruben Troncoso and Jorge Hernandez regarding beneficiary forms for new firefighters. Currently, the Plan does not receive beneficiary forms for new police officers or firefighters from the City. Asst. Administrator will send the forms to the Fire Dept. Chiefs and they will ensure the forms are completed at orientation and forwarded to the office from now on.
14. **Public Comment:** None.
 15. **Adjournment** – Chairman Anderson announced that the next regular meeting would be held on **Thursday, November 15, 2018 at 1:00 PM.** Quarterly presentations are expected from:

Dahab Associates
Inverness Counsel
LMCG

There being no further business, motion by Adam Cabeza, second by Vicki Minnaugh to adjourn the meeting at 2:52 PM. The motion carried unanimously.



Timothy Anderson – Chairman



Thomas Moran – Secretary