

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 18, 2019

The four hundred eighty-sixth meeting of the Firefighters and Police Officers Pension Fund in the City of Pembroke Pines was called to order at 2:02 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	Timothy Anderson Adam Feiner Thomas Moran	Gary Arenson Jack McCluskey Vicki Minnaugh

Others Present: Philip Lawrence, Michael Bray, Henry Renard and Robert Maddock, Inverness Counsel; Robert Klausner, Plan Attorney; and Rachel Maldonado, Asst. Plan Administrator.

Also in attendance:

Anthony Peragine, Pines Fire Dept.	Steve March, Pines Fire Dept.
Ruben Barthelemy, Pines Fire Dept.	

Motion by Vicki Minnaugh, second by Jack McCluskey, to excuse the absence of Trustee Kearney. The motion carried unanimously.

2. **Approval of Minutes for March 21, 2019** – Chairman Anderson presented the minutes from the previous meeting held on March 21, 2019. Motion by Vicki Minnaugh, second by Jack McCluskey, to approve the minutes. The motion carried unanimously.

3. **Approval of DROP/Retirement Benefit(s)** – The following DROP benefits were presented for approval.

- P/O Anthony Cerino – Joint & 75% Contingent commencing 3/1/19
- F/F Chad Sammarco – Joint & 100% Contingent commencing 3/1/19

Motion by Gary Arenson, second by Vicki Minnaugh, to approve the list of new DROP benefits. The motion carried unanimously.

4. **Request for DROP Account Distributions** – The following DROP distributions were presented for approval.

- P/O Kevin Hones – Lump Sum
- P/O Christina Altman – Lump Sum

Asst. Administrator Maldonado asked the Board to include additional distributions.

- F/F James McNulty – Lump Sum
- F/F Rodney Spreitzer – Lump Sum
- F/F Donald Rynning – Monthly

Motion by Robert Johnson, second by Gary Arenson, to add the additional distributions. The motion carried unanimously. Motion by Adam Cabeza, second by Adam Feiner, 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 loans were presented for approval.

- P/O Sydney McCausland
- P/O Christian Hemingway
- P/O William Bucknam
- F/F Robert Verrusio

Motion by Gary Arenson, second by Jack McCluskey, to approve the list of DROP loans. The motion carried unanimously.

6. **Approval of Vendor Warrant #788** – Chairman Anderson presented Vendor Warrant #788 for approval. Motion by Vicki Minnaugh, second by Adam Feiner, to approve Warrant #788 in the amount of \$334,793.74. The motion carried unanimously. Trustee Arenson abstained due to a voting conflict.

Name (Pension Benefits, Services Rendered or Obligations)	Amount
Klausner, Kaufman, Jensen & Levinson – Monthly Retainer for April 2019	\$3,250.00
Hampton Professional Center Condo #2, Ste 104 (Monthly Maintenance – May 2019)	\$407.72
Twilight Industries, LLC – (Maintenance – April 2019)	\$152.00
LMCG – Mgmt Fees for LargeCap Q/E 3/31/19	\$49,281.26
LMCG – Mgmt Fees for MidCap Q/E 3/31/19	\$40,452.92
Inverness – Mgmt Fees for Equity Q/E 6/30/19	\$109,673.47
Inverness – Mgmt Fees for Fixed Income Q/E 6/30/19	\$58,496.72
GRS – March 2019	\$28,582.00
Steven Bornstein – March 2019	\$1,000.00
CRU, Inv #5670	\$856.30
CRU, Inv #5688	\$199.90
CRU, Inv #5695	\$178.00
CRU, Inv #5697	\$89.00
Bridgeway – Mgmt Fees for Q/E 3/31/19	\$33,833.77
Purchase Power Postage	\$101.00
FP&L	\$122.99
SunTrust Visa Acct Ending 8870	\$708.96
SunTrust Visa Acct Ending 8961	\$1,644.80
SunTrust Visa Acct Ending 8987	\$1,220.01
Main Street Group – Insurance Policy Annual Premium	\$1,800.00
ABS – Copier Lease January 2019	\$234.60
ABS – Copier Lease February 2019	\$234.60
ABS – Copier Lease March 2019	\$245.35
ProShred	\$56.38
Pitney Bowes – Postage Machine Lease 4/20/19 – 7/19/19	\$322.68
Gary Arenson – FPPTA Reimbursement	\$1,649.31
TOTAL	\$334,793.74

7. **Approval of Member Warrant #789**– Chairman Anderson presented Member Warrant #789 for approval. Motion by Vicki Minnaugh, second by Robert Johnson, to approve Warrant #789 in the amount of \$192,500.00. The motion carried unanimously.

Name (Pension Benefits, Services Rendered or Obligations)	Amount
DROP Distributions:	
P/O Kevin Hones – Lump Sum Withdrawal less FIT	***
P/O Christian Altman – Lump Sum Withdrawal less FIT	***
F/F James McNulty – Lump Sum Withdrawal less FIT	***
F/F Rodney Spreitzer – Lump Sum Withdrawal less FIT	***
F/F Donald E. Rynning – Monthly Withdrawal Commencing 5/1/19	***
U.S. Treasury – FIT – W/H (Hones, Altman, McNulty, Spreitzer, Rynning)	***
DROP Loans:	
P/O Sydney McCausland - DROP Loan Less Documentary Stamp	***
P/O Christian Hemingway - DROP Loan Less Documentary Stamp	***

P/O William Bucknam - DROP Loan Less Documentary Stamp	***
F/F Robert Verrusio - DROP Loan Less Documentary Stamp	***
Documentary Stamp for DROP Loans:	
Florida Department of Revenue – Documentary Stamp (McCausland)	***
Florida Department of Revenue – Documentary Stamp (Hemingway)	***
Florida Department of Revenue – Documentary Stamp (Bucknam)	***
Florida Department of Revenue – Documentary Stamp (Verrusio)	***
TOTAL	\$192,500.00

NEW BUSINESS

8. **Inverness Counsel** – Philip Lawrence, CEO of Inverness Counsel, addressed the Board. He talked with the Board regarding changes in the Plan's investment team. Michael Bray is covering fixed income investments with the departure of previous investment manager John Rochford.

After the discussion, Attorney Klausner drew the Board's attention to the letter written by Plan Custodian Greg McNeillie. Mr. McNeillie expressed in his letter that he did not have serious concerns with the change in personnel at Inverness Counsel. Motion by Vicki Minnaugh, second by Gary Arenson, to take no action to change the status of the Inverness account due to the staffing change. The motion carried unanimously.

9. **Annual Staff Evaluation** – The Board discussed the annual evaluations for the Administrator and Assistant Administrator. Both are guaranteed a step increase under contract assuming satisfactory performance. All trustees agreed that this was the case.

In addition, the annual leave balances for the employment year 5/1/18 – 4/30/19 were reviewed by the Board. Motion by Gary Arenson, second by Vicki Minnaugh, to approve the final annual balance for the office staff. The motion carried unanimously.

10. **DROP Loan Interest Rate for Q/E 6/30/19:** Agenda packets included information that the Wall Street Journal prime rate remained at 5.50%. The DROP Loan Rules provide for 1% interest to be added to the WSJ rate. Motion by Adam Cabeza, second by Jack McCluskey, to approve a 6.50% DROP Loan interest rate for loans approved by the Board during April, May, and June of 2019. The motion carried unanimously.
11. **Operating Expenses Worksheet FYE 9/30/2020** – Asst. Administrator Maldonado presented the Fund's operating expenses for FY 9/30/20. Motion by Vicki Minnaugh, second by Adam Feiner, to approve the budget for FY 9/30/20. The motion carried unanimously.

UNFINISHED BUSINESS

None.

12. **Reports:**

Actuary – No report at this time.

Attorney – Per Attorney Klausner, there has been no response from the disability applicant's attorney regarding payment of the fee for the court stenographer.

The House Bill that establishes a presumption of cancer for firefighters is expected to pass.

Regarding the Fritz litigation, Mr. Klausner has already reached out to the City attorney to rewrite the Ordinance and to allow Mr. Klausner to review before its presentation to the City Commission. He also noted that the decision had a statute of limitations going back five years. Mr. Klausner will work on determining the number of people effected if there are any. Once determined, the topic will be advertised on the agenda.

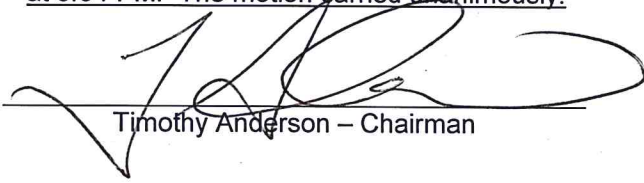
Chairman – No report at this time.

Plan Administrator – After the Board's instruction at the last meeting, one benefit was interrupted due to

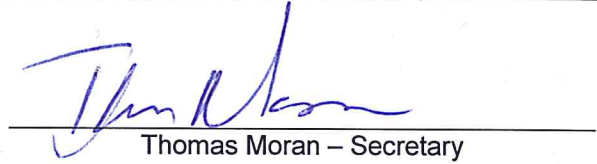
failure to submit a completed affidavit. The benefit will be reinstated immediately when the member comes into compliance.

13. **Input from Retirees:** None.
14. **Input from Active Members:** None.
15. **Input from Trustees:** None.
16. **Public Comment:** None.
17. **Adjournment** – Chairman Anderson announced that the next regular meeting would be held on **Thursday, May 16, 2019 at 1:00 PM.** Expected attendees:

There being no further business, motion by Adam Feiner, second by Gary Arenson to adjourn the meeting at 3:04 PM. The motion carried unanimously.



Timothy Anderson – Chairman



Thomas Moran – Secretary