

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

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

## REGULAR MONTHLY MEETING MARCH 15, 2018

The four hundred seventy-third meeting of the Firefighters and Police Officers Pension Fund in the City of Pembroke Pines was called to order at 2:06 PM by Chairman Adam Cabeza.

1.	<b><u>Roll Call –</u></b>	<b><u>Fire Members</u></b>	<b><u>Police Members</u></b>	<b><u>City Members</u></b>
		Adam Cabeza	Timothy Anderson	Gary Arenson
		Robert Johnson (2:22 PM)	Adam Feiner	Jack McCluskey
		John Kearney	Sean Wollard (2:10 PM)	Vicki Minnaugh

**Others Present:** Larry Wilson, Plan Actuary; Paul Daragjati, Board Attorney; James Fisher, Plan Administrator and Rachel Maldonado, Asst. Plan Administrator.

2. **Approval of Minutes for February 15, 2018** – Chairman Cabeza presented the minutes from the previous meeting held on February 15, 2018. Motion by Vicki Minnaugh, second by Jack McCluskey, to approve the minutes as presented. The motion carried unanimously.
3. **Approval of DROP/Retirement Benefits** – The following DROP benefits were presented for approval.
  - P/O Brandon Mazone – 10 Yrs Certain & Life commencing 2/1/2018
  - F/F Ruben Rodriguez – 10 Yrs Certain & Life commencing 12/1/2017

Motion by Gary Arenson, second by Jack McCluskey, to approve the list of new DROP benefits. The motion carried unanimously.
4. **Approval of DROP Loan(s)** – Chairman Cabeza presented the following DROP loans for approval.
  - P/O Lawrence Diaco
  - F/F John Deegan

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

  - P/O Michael Grant
  - F/F Douglas Kraft

Motion by Gary Arenson, second by Jack McCluskey, to add the additional loans. The motion carried unanimously. Motion by Vicki Minnaugh, second by Jack McCluskey, to approve the amended list of DROP loans. The motion carried unanimously.
5. **Approval of DROP Distributions** – The following DROP distributions were presented for approval.
  - P/O Cornelius Vaughan – Lump Sum
  - P/O Joseph Covino – Lump Sum
  - P/O Andrew Smith – Lump Sum
  - P/O Christina Altman – Lump Sum
  - P/O Barbara Laughead – Lump Sum
  - P/O John Hess – Lump Sum; Rollover
  - P/O Jeff Desilets – Lump Sum
  - P/O Michael Scopa – Lump Sum
  - P/O Kevin McCluskey – Lump Sum
  - F/F Rodney Spreitzer – Lump Sum

- F/F Vincent Garcia – Lump Sum
- F/F Maurice Tola – Lump Sum
- F/F Ricardo Torres – Lump Sum

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

- F/F James Frobel – Lump Sum
- P/O Steven Wetterer – Lump Sum

Motion by Gary Arenson, second by Vicki Minnaugh, to add the additional DROP distributions. The motion carried unanimously. Motion by Jack McCluskey, second by Vicki Minnaugh, 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.

Administrator Fisher informed the Board of requests for refund of contributions that required an addition to the agenda.

- P/O Cameron Cawthon
- F/F Ryan Perez

Motion by Vicki Minnaugh, second by Gary Arenson, to add the Requests for Refund of Contributions. The motion carried unanimously. Motion by Vicki Minnaugh, second by Jack McCluskey, to approved the added list of refunds. The motion carried unanimously.

6. **Approval of Vendor Warrant #746** – Chairman Cabeza presented Vendor Warrant #746 for approval. Motion by Vicki Minnaugh, second by Tim Anderson, to approve Warrant #746 in the amount of \$164,182.55. The motion carried unanimously.

<b>Name (Pension Benefits, Services Rendered or Obligations)</b>	<b>Amount</b>
Klausner, Kaufman, Jensen & Levinson – Monthly Retainer for March 2018	\$3,250.00
Hampton Professional Center Condo #2, Ste 104 (Monthly Maintenance – Apr 2018)	\$407.72
Twilight Industries, LLC – (Maintenance – March 2018)	\$152.00
ProShred – 2/6/18 Service	\$56.38
Ultimate Security – 3 mos. Service Beginning 3/21/18	\$75.00
Fiduciary Trust – Custodial Fee for LMCG Q/E 12/31/17	\$3,246.99
Fiduciary Trust – Custodial Fee for LMCG Midcap Q/E 12/31/17	\$2,528.95
Fiduciary Trust – Custodial Fee for R&D Acct Q/E 12/31/17	\$1,250.00
Fiduciary Trust – Custodial Fee for Inverness Q/E 12/31/17	\$9,427.07
Fiduciary Trust – Custodial Fee for Bridgeway Q/E 12/31/17	\$2,783.02
Holland & Knight – Inv #5634835	\$337.50
CRU – Inv #4951	\$267.00
CRU – Inv #4994	\$356.00
CRU – Inv #4959	\$89.00
GRS – February 2018	\$16,586.00
SSGA – Mgmt Fees for Midcap Index Q/E 12/31/17	\$5,521.60
SSGA – Mgmt Fees for International Q/E 12/31/17	\$100,970.67
SSGA – Mgmt Fees for Value Index Q/E 12/31/17	\$6,192.14
SSGA – Mgmt Fees for Growth Index Q/E 12/31/17	\$4,295.59
SunTrust Visa – Acct Ending 8870	\$2,092.44
SunTrust Visa – Acct Ending 8961	\$734.50
FP&L: 1/29/18 – 2/26/18	\$107.45
ABS – Copier Lease	\$234.60
ABS – Annual Copier Fee (County)	\$152.66
Old Dominion – Insurance including Umbrella Policy eff. 3/3/18	\$3,068.27
<b>TOTAL</b>	<b>\$164,182.55</b>



7. **Approval of Member Warrant #747**– Chairman Cabeza presented Member Warrant #747 for approval. Motion by Vicki Minnaugh, second by Adam Feiner, to approve Warrant #745 in the amount of **\$722,102.87**. The motion carried unanimously. Trustee McCluskey abstained from the vote due to a voting conflict.

Name (Pension Benefits, Services Rendered or Obligations)	Amount
<b>DROP Distributions:</b>	
P/O Cornelius Vaughan – Normal Retirement commencing 4/1/18	***
<b>DROP Distributions:</b>	
P/O Cornelius Vaughan – Lump Sum Withdrawal less FIT	***
P/O Joseph Covino – Lump Sum Withdrawal less FIT	***
P/O Andrew Smith – Lump Sum Withdrawal less FIT	***
P/O Christina Altman – Lump Sum Withdrawal less FIT	***
P/O Barbara Laughead – Lump Sum Withdrawal less FIT	***
P/O John Hess – Lump Sum Rollover	***
P/O Jeff Desilets – Lump Sum Withdrawal less FIT	***
P/O Michael Scopa – Lump Sum Withdrawal less FIT	***
P/O Kevin McCluskey – Lump Sum Withdrawal less FIT	***
F/F Rodney Spreitzer – Monthly Withdrawal commencing 4/1/18	***
F/F Vincent Garcia – Monthly Withdrawal commencing 4/1/18	***
F/F Maurice Tola – Lump Sum Withdrawal less FIT	***
F/F Ricardo Torres – Lump Sum Withdrawal less FIT	
F/F James Frobel – Lump Sum Withdrawal less FIT	***
P/O Steven Wetterer – Lump Sum Withdrawal less FIT	***
U.S. Treasury – FIT – W/H	***
<b>DROP Loans:</b>	
P/O Lawrence Diaco - DROP Loan Less Documentary Stamp	***
F/F John Deegan - DROP Loan Less Documentary Stamp	***
P/O Michael Grant - DROP Loan Less Documentary Stamp	***
F/F Doug Kraft – DROP Loan Less Documentary Stamp	***
<b>Documentary Stamp for DROP Loans:</b>	
Florida Department of Revenue – Documentary Stamp (Diaco)	***
Florida Department of Revenue – Documentary Stamp (Deegan)	***
Florida Department of Revenue – Documentary Stamp (Grant)	***
Florida Department of Revenue – Documentary Stamp (Kraft)	***
<b>Refund of Contributions:</b>	
P/O Cameron Cawthon – Refund less FIT	***
F/F Ryan Perez – Refund less FIT	***
U.S. Treasury – FIT – W/H (Cawthon, Perez)	***
<b>TOTAL</b>	<b>\$722,102.87</b>

### **NEW BUSINESS**

9. **F/F COLA effective 4/1/2018:** *(This item was called for review before Agenda Item 8.)* Chairman Cabeza presented the list of COLAs for eligible retired firefighters and beneficiaries effective with the 4/1/2018 benefit payments. Motion by Gary Arenson, second by Vicki Minnaugh to approve Firefighters COLAs effective 4/1/18. The motion carried unanimously.
8. **10/1/2017 Actuarial Valuation Results** – Larry Wilson of Gabriel Roeder Smith submitted the annual Actuarial Valuation for the Plan effective 10/1/17. With the report complete, Mr. Wilson reminded the Board that the valuation determines the required City and State contribution for the fiscal year ending 9/30/2019 as well as other necessary accounting information. Below are some highlights from the report.
- Contribution requirements:
    - Member: \$ 2,537,321
    - State: \$ 2,420,304
    - City: \$ 27,806,954
    - Total: \$ 32,764,579

- Last year City contribution - \$24,935,503
- Last year Actuarial loss of \$4,676,590
- Last year Market value return of 11.48%,
- Last year Smoothed value return at 8.14% which was more than the Fund's assumed investment return of 7.90%

Motion by Gary Arenson, second by Vicki Minnaugh, to accept the 2017 Actuarial Valuation as presented by Mr. Wilson. The motion carried unanimously.

After the conclusion of his presentation, Mr. Wilson provided a status report to the Board on other items his office was working on for the Plan. He shared the 12/31/2018 DROP numbers were almost complete. With the approval of the valuation, the 10/1/2017 benefit statements would be available before the April meeting. He also reminded the Board that with the approval of the valuation, he now has 60 days to submit the compliance report to the State.

### **UNFINISHED BUSINESS**

**None.**

#### **10. Reports:**

**Attorney** – Attorney Paul Daragjati provided a legislative update to the Board. He informed the Board that the PTSD bill passed and there would available at the next meeting.

**Actuary** – No additional report at this time.

**Chairman** – Chairman Cabeza reminded the Board of upcoming conferences. The NCPERS conference is scheduled for May 13-16 and the annual FPPTA conference is June 24-27. The Board also agreed to change the meeting date from August 16<sup>th</sup> to August 23<sup>rd</sup>, 2018.

**Plan Administrator** – There was one member whose benefit was interrupted due to a failure to return the annual affidavit. However, Mr. Fisher reported that the affidavit has since been received and reinstated.

**11. Input from Retirees:** None.

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

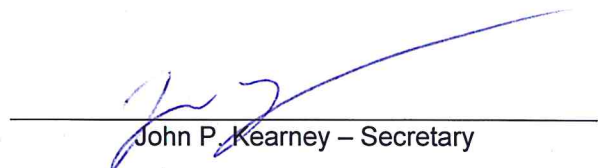
**13. Input from Trustees:** None.

**14. Public Comment:** None.

**15. Adjournment** – Chairman Cabeza announced that the next regular meeting would be held on **Thursday, April 18, 2018 at 2:00 PM.** There being no further business, motion by Vicki Minnaugh, second by Jack McCluskey to adjourn the meeting at 3:11 PM. The motion carried unanimously.



Adam Cabeza – Chairman



John P. Kearney – Secretary