

**MINUTES OF A JOINT EMPLOYEES' RETIREMENT BOARD  
AND POLICE RETIREMENT BOARD MEETING  
HELD IN THE CONFERENCE ROOM AT CITY HALL ON  
TUESDAY, JUNE 16, 2009 at 2:00 PM**

**I. ROLL CALL: ..... 2:00 PM**

**A. Employees' Retirement Board:**

A meeting was called to order at 2:00 PM.

Those persons present included:

Trustees: Valerie Hurley, Chair  
Robert Lepa, Vice-Chair  
Jeff Clemens, Mayor  
Mark Bates  
Robert Kahant

Others: Ken Harrison, Sugarman & Susskind  
J Scott Baur, Resource Centers  
Dixie Martinez, Resource Centers  
Members of Public

**B. Police Retirement Board:**

A meeting was called to order at 2:00 PM.

Those persons present included:

Trustees: Lt. Kenneth White, Chair  
Mayor Jeff Clemens  
Mark Bates  
Karri Casper

Others: Ken Harrison, Sugarman & Susskind  
J Scott Baur, Resource Centers  
Dixie Martinez, Resource Centers  
Members of Public

**II. ADDITIONS/ DELETIONS/ REORDERING:**

**A. Employees' Retirement Board:**

No additions or deletions to the Agenda were made for the General Retirement Board.

**B. Police Retirement Board:**

No additions or deletions to the Agenda were made for the Police Retirement Board.

**III. UNFINISHED BUSINESS**

**A. Employees' Retirement Board:**

**B. Police Retirement Board:**

**C. Employees' and Police Retirement Boards:**

**1. Benefit Recalculations:**

Mr. Baur explained that he had received revised DROP balances from the City after he had provided DROP statements to participants. Mr. Baur reviewed with the Board the DROP participant list and corresponding backup paperwork that was included in the meeting packets which included the City's original benefit calculations, the revised City's calculations and the calculation done by Mr. Baur for the following DROP participants; William Evans, the change is relatively minor, \$2.00 to \$3.00 difference from the revised city's calculation. Mr. Baur commented that he does not have a copy of Mr. Evan's original benefit calculation. Judith Fleming, the City did a revised calculation for her which was about \$10.00 different from her original benefit calculation. Mr. Baur reviewed the revised City's calculation but he does not have enough payroll back up in order to recalculate her benefit. Ms. Flemings had a substantial revision to her DROP balance which had to do with an error on the DROP spreadsheet that he had received from the City at the time of transition. He explained that the City reported two years of deposits twice in her DROP account. Ms. Flemings is aware of this error and the revision to her DROP balance. Patrick Hampshire, the revised City's calculation of his original benefit did not change substantially. The City essentially found rounding differences and based on the information that Mr. Baur had to review he agrees with the revised City's calculation. Mr. Hampshire had an adjustment to his DROP account worth one quarter of administrative expenses that was not posted to his account at the time of transition therefore his balance changed by \$634.00. Mr. Hampshire left the DROP in April 2008 and his DROP balance has been paid out. Enrique Ponce, his original benefit calculation, and the revised City's calculation were very close in terms of the amounts, although there were some slight rounding differences in the calculations. Robert Rashkin, the City had a higher ending balance for his DROP account than what was provided to Mr. Baur at the time of transition. Mr. Baur does not have any further details from the City on the reason or the nature to the revision to his DROP account balance and basically at this time Mr. Baur has to accept the revised City's starting balance for his DROP account. Mr. Baur explained that his recalculation of Mr. Rashkin's benefit was pretty close to the revised City's calculation. Mr. Baur explained that these items are being forwarded to GRS for review and certification. Mr. White suggested that the Board should wait until GRS has reviewed these recalculations before taking any action. The Police Retirement Board agreed. Mr. Baur commented that in the meantime he would report the DROP account balances to the Auditor.

**IV. NEW BUSINESS:**

**A. Employees' Retirement Board:**

**1. Benefit Approvals:**

Mr. Baur presented to the General Employees' Pension Board the following benefit applications for approval: Refund of Contributions for Charles W Schulze.

Action: A motion was made by Mr. Lepa and seconded by Mr. Kahant to approve the Refund of Contributions for Charles W Schulze.

Vote: Voice vote showed: AYES: Unanimous. NAYS: None.

**B. Police Retirement Board:**

**1. Benefit Approvals:**

Mr. Baur presented to the Police Officers' Pension Board the following benefit applications for approval: Refund of Contribution for Russell D Huth.

Action: A motion was made by Ms. Casper and seconded by Mayor Clemens to approve the Application for a Refund of Contribution for Russell D Huth.

Vote: Voice vote showed: AYES: Unanimous. NAYS: None.

**C. Employees' and Police Retirement Boards:**

**D. Board Attorney Report:**

Mr. Harrison commented that at the last Pension Board meeting they had discussed the amendments to Chapter 185 of the Florida Statutes. He needs direction from the Board as to whether or not they want to adopt the changes of the current law. Mr. Harrison reported the following changes: the law now allows municipalities to expand the Trustee Terms from the current two year term to a four year term. Also the exposure to international investments has increased from 10% to 25%. The Police Board had a discussion in regards to the trustee term dates and international investment cap. Mr. White suggested that the Trustee term be increased to three years

Action: A motion was made for the Police Officers' Pension Plan by Ms. Casper and seconded by Mayor Clemens to increase the Trustee term to three years.

Vote: Voice vote showed: AYES: Unanimous. NAYS: None.

Action: A motion was made for the Police Officers' Pension Plan by Ms. Casper to increase the International exposure cap to 25%.

Vote: Motion dies for lack of second.

The Board had a discussion in regards to the International Investment cap. Mayor Clemens commented that he would like to hear from the Bogdahn Group before taking action. The Board agreed to wait until they hear the Investment consultant's opinion before taking action.

Mr. Harrison reported that the new amendment now allows the Board to allow retired

members to request having their third-party insurance premiums deducted from their pension payment. Mr. White asked Mr. Baur how this would affect the Administrative processes. Mr. Baur reported that he is currently developing a policy on how to handle this change. He explained that one of the options that he is considering is to charge an administrative fee of \$5.00 per insurance check. It will probably also require some system modifications as well. Mr. Baur stated that he is not sure if the Plan can perhaps pass the administrative fee to the member who has the deduction. Mr. Harrison commented that the Ordinance is silent in that matter but he will research and advice. Mr. White recommended waiting to see what the administrator could do before any action is taken. Mr. Harrison also reported that the Investment Consultant for the Plan will have to identify any direct or indirect holdings in scrutinized companies. If the Plan does has any investments with those companies, than the manager will have to sell those securities. Mr. Harrison reported that the amendment also clarifies the law regarding Termination of Pension Plans. A municipality that terminates a Pension Plan is responsible to fund all of the non-forfeitable benefits available under the Plan. This amendment also clarified that retirees may change their designated joint annuitant or beneficiary up to two times after retirement. Lastly, Mr. Harrison reminded the Trustees that their Form 1 Disclosures are due July 1, 2009.

**E. Administrator Report:**

Mr. Baur commented that an updated Financial Statement was included in their meeting packets. Mr. Baur reported that Mr. Daniel Lynch had not returned his disability affidavit therefore a second notice was sent to him via certified mail with signature return. Although the signature return receipt with Mr. Lynch's signature has been returned to our office he has not submitted the affidavit. Mr. Baur also reported that Robert Barret appears to have earned income therefore his benefit will have to be offset by the amount of his earned income. Ms. Hurley advised that once the offset is calculated to take into consideration what the participant would be earning today if he had continued to work.

Action: A motion was made for the Police Officers' Pension Plan by Mayor Clemens and seconded by Mr. Bates to stop Mr. Daniel Lynch's July 1<sup>st</sup> benefit payment until he submits the disability review affidavit.

Vote: Voice vote showed: AYES: Unanimous. NAYS: None.

Action: A motion was made for the Police Officers' Pension Plan by Mayor Clemens and seconded by Mr. Bates to send notice prior to offsetting Mr. Robert Barrett's benefit and to offset his benefit payment accordingly.

Vote: Voice vote showed: AYES: Unanimous. NAYS: None.

Ms. Martinez reported that the Trustee term for Sgt. Randy Collier expires August 1, 2009 therefore an election needs to take place. Mr. White nominated Mari Kahn as clerk and Enrique Ponce as judge for the upcoming election to be held on July 13, 2009 through July 15, 2009. The ballots will be counted at 4:00 p.m. on July 15, 2009.

Action: A motion was made for the Police Officers' Pension Plan by Mayor Clemens and seconded by Ms. Casper to hold the Trustee election on July 13, 2009 through 2009 through July 15, 2009 ,ballots will be counted at 4:00 p.m. on July 15, 2009 .Maria Kahn will be the clerk and Enrique Ponce will be the judge.

Vote: Voice vote showed: AYES: Unanimous. NAYS: None.

**V. CONSENT AGENDA:**

**A. Employees' Retirement Board:**

Mr. Lepa asked Mr. Baur to contact the investment consultant to remind him to bring information on a new investment manager with experience on inflation to the August Pension Board meeting.

Action: A motion was made by Mayor Clemens and seconded by Mr. Bates to approve the Consent Agenda, which included a Warrant for invoices and revised Minutes from the meeting of May 26, 2009.

Vote: Voice vote showed: AYES: Unanimous. NAYS: None.

**B. Police Retirement Board:**

Action: A motion was made by Mayor Clemens and seconded by Mr. Bates to approve the Consent Agenda, which included a Warrant for invoices and revised Minutes from the meeting of May 26, 2009.

Vote: Voice vote showed: AYES: Unanimous. NAYS: None.

**C. Employees' and Police Retirement Boards:**

**VI. ADJOURNMENT:**

There being no other business and the next meeting having been previously scheduled for Tuesday, July 21 at 1:00 PM, the Trustees adjourned the meeting at 3:07 p.m.

MINUTES APPROVED: July 21, 2009

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Valerie Hurley, Chair Employees' Retirement Board

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Kenneth White, Chairman Police Retirement Board

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J. Scott Baur, Administrator  
Employees' & Police Retirement Boards