



# CITY OF STARKE POLICE OFFICERS' RETIREMENT SYSTEM QUARTERLY MEETING MINUTES: WEDNESDAY, JULY 24, 2024

## 1. CALL TO ORDER

Chair Jeff Johnson called a workshop of the Board of Trustees for the City of Starke Police Officers' Retirement System to order at 1:40 PM in the City Commission Room at City Hall. He called roll. Those persons present included:

### TRUSTEES

Chief Jeff Johnson, Chair  
Shirley Mangol, Trustee  
Jeff Oody, Trustee  
Beverly Hardy, Trustee

### OTHERS

Scott Baur & Kyle Tintle - Administrator (Resource Centers)  
Josh Smittkamp, Investment Consultant (Dover Consulting) electronically  
Ron Cohen, Attorney (Lorium Law)  
Shelly Jones, Actuary (GRS)

Lisa Heeder, Deputy City Clerk, administered the oath of office to trustee Beverly Hardy. Mr. Cohen explained the requirements for Form 1, which is due within the next 30 days.

## 2. REPORTS

### Actuary (Shelly Jones, GRS)

Ms. Jones presented the 2023 actuarial valuation which determines the required minimum payment. She reported that the total costs are made through a combination of member, City and State contributions. The minimum payment for the fiscal year ending September 30, 2025 is \$199,646 which is 42.6% of projected payroll. The city's contribution decreased modestly from past years. Pay increases were higher than expected accounting for part of the decrease. Ms. Jones explained additions to the report's requirement by new actuarial standards, tying the return to current bond return rates. Liabilities increased substantially at the 4.63% bond rate. Ms. Jones reviewed assets and highlighted the securities in liabilities that accompanied the decrease in members at plan closure. The plan did not meet the 7% assumption, resulting in experience loss. The plan has \$258,000 of additional recognized investment losses. With the next valuation, the plan will have no contributing active members. The retirees continue to receive 185 checks from forfeitures. The plan is acting in a "de-facto" closure since the city has not passed an ordinance. Mr. Cohen is concerned that there is no transfer of service and no ordinance to maintain transparency with the Department of Management Services.

Jeff Johnson made a motion to approve the 2023 actuarial valuation as presented. The motion received a second from Beverly Hardy, passed by the Trustees 4-0.

### Investment Consultant: Quarterly Report (Josh Smittkamp, Dover Consulting)

Mr. Smittkamp reported on the assets and reviewed the asset allocations. He has no recommendation to reallocate assets. The total account gain was 1.77% for the June 30<sup>th</sup> quarter and 17.65% for the fiscal year to date. The assets increased \$4,887,146 which including the local checking account, now exceeds \$5 million.

Shirley Mangol made a motion to accept the quarterly report dated June 30, 2024 as presented. The motion received a second from Beverly Hardy, passed by the Trustees 4-0.

## 3. Attorney Report (Ron Cohen, Lorium Law)

The Board previously voted to authorize Mr. Cohen to communicate to the city that the Board considers the plan closed. The summary plan description (SPD) will need to be revised. He informed the Board that City Manager Drew Mullins contacted his office to inquire about the composition of the Board. Retired plan members may now serve on the Board. Trustee John Riles now has a job which conflicts with the meetings. Ms. Tintle has been in contact with Mr. Riles who expressed his current training requirements which prohibit him from attending the meetings. If no eligible member remains able to serve, the rest of the Board may fill the open slot. Mr. Cohen said the General Employees (GE) plan had difficult questions about refunds and benefit calculations with gaps in the ordinance. This plan has provisions dating to 1997. The General Employees' plan needs a rewrite which will cost them \$30,000. If the plans agree to have the rewrite

done at the same time, the fee will be \$50,000 for all 3 plans, broken out as \$25,000 for GE, \$12,500 for police, and \$12,500 for fire. Mr. Cohen committed to finishing the rewrites within 1 year. The trustees discussed the process updates. He provided examples of matters where the ordinance may not be clear. Mr. Cohen will communicate to the city that the plan is closed and recommend an ordinance.

**4. Administrator Report (Kyle Tintle, Resource Centers)**

Ms. Tintle reported on the annual Division of Management Services conference at Daytona Beach Shores in November. Chief Jeff Johnson will attend. She reported the annual report was approved.

The interim financial statements were distributed to the Board; they were received and will be filed.

**5. APPROVAL OF WARRANTS**

The Board reviewed the warrant and expenses for July 24, 2024.

Jeff Oody made a motion to approve the payment of expenses dated July 24, 2024. The motion received a second from Beverly Hardy, passed by the Trustees 4-0.

The city accounts payables and benefit payment reports were reviewed.

**6. NEW BUSINESS**

No new business.

**7. OTHER BUSINESS**

The Board discussed the next steps for the plan.

**8. PUBLIC COMMENTS**

No public comment.

**9. NEXT MEETING**

The next regularly scheduled Quarterly Meeting is for Wednesday, October 23, 2024 at 1:30 PM.

Shirely Mangol made a motion to adjourn. The motion received a second from Jeff Oody, passed by the Trustees 4-0.

There being no further business, Chair Jeff Johnson called the meeting adjourned at 3:08 PM.

Respectfully submitted,

  
Board Chair