

**THE CITY OF WEST PALM BEACH RESTATED EMPLOYEES'
DEFINED BENEFIT RETIREMENT SYSTEM**

**MINUTES OF THE SPECIAL MEETING HELD
MARCH 3, 2010**

A special meeting of the Board of Trustees was called to order at 1:30 P.M. by Craig Kahle in the City Hall (5th Floor) Conference Room 5.19, 401 Clematis Street, West Palm Beach, Florida 33401.

Those Trustees present were:

Craig Kahle, Chair
Benny Rodgers, Secretary
Bill Swisher, Trustee
Patrick Cooney, Trustee (arrived at 1:53PM)
Lee Anna Claridge, Trustee

Also present were:

Audrey Ross, Administrator – Resource Centers
Jim Burdick, Auditor – Cherry, Bekaert & Holland
Rowana Filtan, Auditor – Cherry, Bekaert & Holland

**SEPTEMBER 30, 2009 AUDITED FINANCIAL STATEMENTS
PRESENTATION – CHERRY, BEKAERT & HOLLAND (PRESENTED BY:
JIM BURDICK & ROWANA FILTAN)**

Mr. Burdick reviewed the audit management representation letter and Mr. Kahle had a couple questions/comments. The Board discussed the letter and Ms. Ross stated that Mr. Levinson had reviewed the letter and had no changes per his recommendation.

A motion was made by William Swisher to accept and approve the audit management representation letter as presented to the Board, and also to have the Chair execute the document. The motion was seconded by Benny Rodgers and carried 4-0.

Mr. Burdick explained and reviewed the audit communication letter which is required under the generally accepted auditing standards in the United States of America (GAAS). He stated that the Management produces the financials and the auditors accept them. The auditor also takes a look at the Plans internal controls and compliance. As a result of the audit they issued their opinion which was unqualified; an unqualified opinion is the highest opinion that can be issued. Mr. Burdick stated that there was no new accounting policies adopted during the year, and the application of the existing policies has not changed either. Also it was noted that while performing the audit there were no significant difficulties found in dealing with the management. Lastly, Mr. Burdick reported that there were no such consultations with other accountants during this audit and that there was no material weaknesses found.

Mr. Burdick presented the Board with the draft financial statements for the fiscal year ending September 30, 2009. He noted that the report of the

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independent auditors is to state that they are in compliance with the GAAS, and that they have issued their opinion. He then explained the management discussion and analysis letter (MD&A) and commented that this letter is a narrative summary of the financial activity within the Fund. Mr. Burdick compared the last three years of assets and investments. The net assets slightly increased from \$21,107,062 in 2008 to \$21,769,380 in 2009, which gave the fund a net increase of \$2,335,470 for the year. This increase was primarily due to higher than expected investment gains that were experienced in 2009. Mr. Burdick reported that the benefit payments also increased from 2008 to 2009 as we have more retirees this year. Both the employer and employee contributions decreased in 2009 which was a benefit for both the members of the plan and the City. Lastly, Mr. Burdick reviewed the administration expenses which had increased in 2009 as well as the investment expenses.

A motion was made by William Swisher to accept and approve the September 30, 2009 Audited Financial Statements as presented to the Board by the Auditors. The motion was seconded by Lee Anna Claridge and carried 5-0.

Ms. Filtan informed the Board that she would be leaving Cherry, Bekaert & Holland, although Mr. Burdick will still be involved with this Plan and that they also have another Senior Management person that be involved as well.

ADJOURN

There being no other business, and the next meeting having been scheduled for April 27, 2010 the meeting was adjourned at 2:14PM.

Benny Rodgers, Secretary