

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

**MINUTES OF MEETING HELD  
SEPTEMBER 24, 2013**

A regular meeting of the Board of Trustees was called to order at 1:36 by Secretary Robert Burd in Room 5.19 (5<sup>th</sup> Floor), 401 Clematis Street, West Palm Beach, Florida 33401.

Those Trustees present were:

Robert Burd, Secretary  
Dorritt Miller, Trustee  
Leon Pinder, Trustee  
Sylvia Gregory, Trustee  
Vicki Barnard, Trustee

Also present were:

Audrey Ross, Administrator – Resource Centers  
Nancy Urcheck, Attorney - City of West Palm Beach

**PUBLIC COMMENTS**

N/A

**MINUTES**

The Board reviewed the minutes from the regular meeting held on August 27, 2013.

**A motion was made by Dorritt Miller to approve the minutes from the regular meeting held on August 27, 2013. The motion was seconded by Leon Miller and carried 5-0.**

**ADMINISTRATIVE REPORT – RESOURCE CENTERS (PRESENTED BY:  
AUDREY ROSS)**

• **DISBURSEMENTS**

The Board reviewed the disbursement list presented for the end of August and beginning of September 2013.

**A motion was made by Vicki Barnard to approve the disbursements for the end of August and the beginning of September 2013. The motion was seconded Dorritt Miller and carried 5-0.**

• **BENEFIT APPROVALS**

The board reviewed the preliminary duty disability application for John Turner. Ms. Ross noted that after the last meeting she sent the questionnaire form and the job description that Ms. Urcheck approved to Mr. Turners' doctor to complete. The doctor concluded the Mr. Tuner is totally and permanently disabled from performing his job as outlined in the description. The Trustees had a lengthy discussion on the report and the their options from here.

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**A motion was made by Vicki Barnard to approve the preliminary duty disability application for John Turner based on the doctors recommendation. The motion was seconded by Leon Pinder and carried 5-0.**

**FINANCIAL STATEMENTS**

Ms. Ross stated that Salem Trust is behind on issuing their August and September statements due to a system change they had a couple of months ago. She briefly explained that the system transition did not go as plan and had many glitches and therefore Salem is behind on issuing statements. Ms. Ross noted that she will update the board as more information becomes available.

**ATTORNEY REPORT –CITY OF WEST PALM BEACH (PRESENTED BY: NANCY URCHECK)**

Ms. Urcheck reviewed the revised disability application that she put together. She explained that it now includes a list of all the information that is required under the plan to make the application whole and complete. The Trustees noted that they will review the application before the next meetings and will be prepared to adopt it.

**OTHER BUSINESS**

Ms. Ross presented that board with the September 30, 2013 Audit Engagement Letter. She noted that all the services remain the same as well as the fee. Ms. Urcheck explained that she would like the board to have a separate contract for their Auditing services, rather than signing an audit engagement letter each year.

**A motion was made by Leon Pinder to direct the pension plan's Attorney to draft a contract for their auditing services with Steve Gordon. The motion was seconded by Dorritt Miller and carried 5-0.**

Lastly Ms. Ross stated that Mr. Green advised her that the City will be wiring over a payment in the amount of \$7M on September 30, 2013. This amount represents the plans outstanding unfunded liability balance as of September 2013. The pension plans unfunded liability balance should be paid off now and the plan should now be at a 100% funding level. Also the City will not be contributing this October for the fiscal year ending September 30, 2014.

**ADJOURN**

There being no other business, and the next regular meeting having been scheduled for October 22, 2013 the meeting was adjourned at 1:45PM.

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Robert Burd, Secretary