

**City of Lauderhill Police Officers' Retirement Plan**  
**Minutes**  
**January 07, 2015**  
**10:00 A.M.**

**Call to Order / Roll Call:**

Mr. David Hennessy called the meeting of the City of Lauderhill Police Officers' Retirement Plan to order at 10:24 A.M. at Lauderhill City Hall, 5581 West Oakland Park Blvd in Lauderhill, Florida.

**Members Present:**

David Hennessy - Chairman, Floyd Harris – Secretary, Gary Celetti (left at 12:00 P.M.) & Kennie Hobbs - Trustees.

**Absent:**

Sam Smith

**Others Present:**

Paul Daragjati – Board Attorney; Dave Williams – Plan Administrator & Patty Ostrander – Administrative Assistant and Don Dulaney – Board Actuary.

**Public Discussion:**

No Comments Provided

**Approval of Minutes:**

The Board of Trustees reviewed the minutes for the October 22, 2014 meeting. Mr. Celetti made a motion to approve the minutes, seconded by Mr. Harris. The motion passed 3-0. Mr. Hobbs was off the Dias.

The Board of Trustees reviewed the minutes for the December 03, 2014 meeting. Mr. Celetti made a motion to approve the minutes, seconded by Mr. Harris. The motion passed 3-0. Mr. Hobbs was off the Dias.

**Consent Agenda: Warrant Ratification / Approval:**

**Warrant 416**

Payment of \$600.00 to Dulaney & Company for Actuarial Services for the month of October 2014. Motion by Mr. Celetti to approve as outlined, seconded by Mr. Harris. Motion passed 3-0. Mr. Hobbs was off the Dias.

**Warrant 417**

Payment of \$2,580.00 to Klausner, Kaufman, Jensen & Levinson for Attorney services for the month of November 2014. Motion by Mr. Celetti to approve as outlined, seconded by Mr. Harris. Motion passed 3-0. Mr. Hobbs was off the Dias.

**Warrant 418**

Payment of \$2,739.30 per month to Jorge E. Manchola (per the Board Actuary) for Early Retirement beginning January 01, 2015. Motion by Mr. Harris to approve as outlined, seconded by Mr. Celetti. Motion passed 3-0. Mr. Hobbs was off the Dias.

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**Warrant 419**

Payment of \$35.00 to Sun Credit Union – Sam Smith (Travel and education). Motion by Mr. Celetti to approve as outlined, seconded by Mr. Harris. Motion passed 4-0.

**Warrant 420**

Payment of \$5.15 to Sun Credit Union – Floyd Harris (Travel and Education). Motion by Mr. Celetti to approve as outlined, seconded by Mr. Hobbs. Motion passed 4-0.

**Warrant 421**

Payment of \$5,485.43 to Salem Trust for Custodial fees from 07-01-14 to 09-30-14. Motion by Mr. Celetti to approve as outlined, seconded by Mr. Harris. Motion passed 4-0.

**Warrant 422**

Payment of \$3,440.00 to Dulaney & Company for Actuarial services for the month of November 2014. Motion by Mr. Hobbs to approve as outlined, seconded by Mr. Celetti. Motion passed 4-0. Mr. Hobbs asked Mr. Dulaney who pays for studies to be performed. Mr. Dulaney explained that per the Administrative Rule, a member gets one free estimate.

**Warrant 423**

Payment of \$1,000,000.00 to Lauderhill Housing Authority as per Promissory Note. Mr. Celetti questioned if the full amount meets the initial request. Mr. Daragjati stated that the Note did not prohibit the amount being drawn at one time. Mr. Williams stated that Mr. Swanson will be notified and an Amortization schedule will be created. Motion by Mr. Harris to approve as outlined, seconded by Mr. Celetti. Motion passed 3-0. Mr. Hobbs was off the Dias.

**Warrant 424**

Payment of \$6,500.00 to Goldstein Schechter Koch for Progress billing in connection with the Audit Services for year ended 09-30-14. Motion by Mr. Harris to approve as outlined, seconded by Mr. Celetti. Motion passed 4-0.

**Warrant 425**

Payment of \$12,198.00 to Southeastern Advisory Services, Inc for Performance Monitoring services for the Fourth Quarter of 2014. Motion by Mr. Celetti to approve as outlined, seconded by Mr. Harris. Motion passed 4-0

**Warrant 426**

Payment of \$2,130.00 to Klausner, Kaufman, Jensen & Levinson for Attorney services for the month of December 2014. Motion by Mr. Hobbs to approve as outlined, seconded by Mr. Celetti. Motion passed 4-0.

**Financial Statements 09-30-14:**

Report tabled for February meeting

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**Attorney's Report:**

**DROP Packet & SPD Update** - Mr. Daragjati is currently working on a draft.

Mr. Daragjati stated that members of his firm met with Mr. Rinsem from Salem Trust regarding ongoing issues with Salem Trust. Mr. Daragjati stated that if the Board would like to meet with Salem Trust he can set up a meeting. The Board declined. It was Mr. Hennessy's understanding that Salem Trust brought in an investment company that Salem Trust marketed, however no Florida clients participated. Plans outside Florida suffered a loss as a result of their participation in this product. After Board discussion, it was unanimously agreed to consider moving forward with an RFP for Custodial Services.

Mr. Daragjati cited a Bill filed regarding the Sunshine Law. Further details will follow as warranted.

**Actuary's Report:**

Mr. Dulaney presented his portion of the GASB67 report (see attached). The Board has a lot of questions that will be brought up at the February meeting when Mr. Swanson is present.

Mr. Hennessy asked Mr. Dulaney when the Annual Statements will be completed. Mr. Dulaney anticipated having them completed by the end of February.

Mr. Hennessy asked Mr. Dulaney if we will possibly have an audit problem due to the Forbes & Berks situation and he stated that he doesn't think so.

**Plan Administrator's Report:**

Mr. Williams presented a letter of instruction to Salem Trust to exchange 100% of the VFINX for VFIAX fund. Mr. Williams indicated that this recommendation came from Mr. Swanson. It was the same fund however was at a lower cost. Motion to execute by Mr. Celetti, seconded by Mr. Hobbs. Motion passed 4-0.

Mr. Williams presented a letter of rebalance instructions to Salem Trust to Rebalance 50% Dodge & Cox and 50% Vanguard. Motion to execute by Mr. Harris, seconded by Mr. Hobbs. Motion passed 4-0.

Mr. Williams provided verification of Receipt

**New Business:**

Meet & Greet Date - Tabled

**Old Business:**

None

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**Open Discussion:**

Mr. Hobbs made a motion to amend the Travel Policy to reflect the current IRS Schedule. Motion was seconded by Mr. Celetti and passed 4-0. Mr. Daragjati will confirm the amount and update the Policy.

After discussion, a motion was made by Mr. Hobbs to pay per diem 30 days prior to a conference upon request of the trustee, seconded by Mr. Harris. Motion passed 4-0.

Mr. Celetti stated that he does not feel members are aware of their financial responsibilities when entering the DROP. Discussion ensued about members who enter the DROP having to pay up the employee contribution for their snap shot time, before getting their final calculation and subsequent DROP statements. Mr. Hobbs suggested that member's budget monies to prepare for this payment. Mr. Hobbs also said that he has an idea related to this and will talk to Mr. Faranda and report back to the Board.

Mr. Hennessy asked if the Trustees want to make a rule that if money isn't received by a certain date, does the Board want to charge interest. Mr. Celetti suggested tabling this matter until Mr. Hobbs speaks to Mr. Faranda.

Mr. Hennessy indicated that the City is now requiring a written notice when a member intends to enter the DROP. It is his understanding the letter must be written by the Officer via the Chain of Command to the Office of the Police Chief. Mr. Hennessy asked Mr. Williams to ensure members entering the DROP comply with this new procedure. It was suggested that the DROP FAQ packet include a notice of the foregoing.

On behalf of Mr. Swanson, Mr. Williams asked if the Board would consider changing the meeting time to 2:00 P.M. when Mr. Swanson attends. Apparently, he is experiencing ongoing flight issues. This change should alleviate any problems. The Board agreed unanimously.

**Adjournment:**

Being there was no other business; Mr. Hennessy adjourned the meeting at 12:47 P.M.

Approved: \_\_\_\_\_ Date: \_\_\_\_\_  
Chairman Hennessy