

***FINAL MINUTES***

**MANAGEMENT AND GENERAL EMPLOYEES PENSION  
BOARD OF TRUSTEES MINUTES  
TOWN OF DAVIE**

**Location: TOWN COUNCIL CHAMBERS  
6591 Orange Drive  
November 30, 2015 at 10:15 A.M.**

**1. ROLL CALL**

The meeting was called to order at 10:20 a.m.

Present at the meeting were Chairperson Grace Hall, Vice Chairman William Ackerman, Secretary Evelyn Roig, Trustee Giovanni Moss and Trustee John Phillips (left at 11:45 a.m.) Also present were Adam Levinson, Klausner & Kaufman, and Paul Shamoun & Jeremy Langley, FMPTF.

**2. SWEARING IN BOARD MEMBERS**

Trustees John Phillips and Giovanni Moss were sworn in.

**3. NEW BUSINESS**

**3.1 MINUTES SEPTEMBER 1, 2015**

**A motion was presented by Vice Chair Ackerman and seconded by Trustee Phillips to approve the minutes as presented. The motion carried unanimously.**

**3.2 QUARTERLY INVESTMENT RETURNS SEPTEMBER 30, 2015**

Mr. Shamoun reviewed the investment returns through September 30, 2015. The investment return for the quarter was (5.08)%, the fiscal year to date was (0.05)%, the 5 year return was 7.58% and the 10 year return was 5.41%.

**3.3 RATIFICATION OF INVOICE PAYMENTS**

**A motion was presented by Secretary Roig and seconded by Trustee Moss to ratify all invoice payments approved by Chairperson Hall with the exception of attorney invoice number 17391 in the amount of \$741 pending clarification from Mr. Levinson. The motion carried unanimously.**

**3.4 RETIREMENTS & LUMP SUMS FOR APPROVAL**

**A motion was presented by Trustee Phillips and seconded by Secretary Roig to approve the DROP application for Patrick Lynn. The motion carried unanimously.**

**3.5 WEBSITE COMPLIANCE**

Mr. Levinson spoke about the checklist provided by his office relating to items required by recent legislation. Trustees viewed the current website where these required items are housed.

### **3.6 ACTUARIAL VALUATION TO TOWN ADMINISTRATOR**

Chairperson Hall mentioned the Town Administrator needed the actuarial valuation completed by February. A special meeting would be needed. Mr. Shamoun suggested the first week in January and that Ms. Underhill could reach out to trustees for a possible date. Chairperson Hall agreed.

## **4. OLD BUSINESS**

### **4.1 STATUS OF DISABILITY APPLICATION**

Mr. Levinson stated his office had the records and would be setting up an appointment with the independent medical examiner. The disability hearing should be ready for the January special meeting. He spoke on the sensitive nature of the documents used during the hearing.

### **4.2 STATUS OF PLAN DOCUMENT**

Mr. Levinson passed out the administrative rules. Due to the plan rewrite, he mentioned some of the current administrative rules may no longer be in effect.

Some of the administrative rules discussed were regarding the definition of a full-time employee, total cash remuneration, pensionable earnings and the purchase of prior and military service and the charging of interest if the purchase was not made within 60 days.

Vice Chair Ackerman spoke about too much overtime being included in pensionable earnings and those contributions being returned to employees. He also spoke about special duty detail and whether this was pensionable. This item would be addressed by Mr. Levinson to the Town to be discussed with FOPA.

## **5. PLAN ATTORNEY COMMENTS**

No additional comments.

## **6. PLAN ADMINISTRATOR COMMENTS**

No additional comments.

## **7. PUBLIC COMMENTS**

No public comments.

## **8. PROPOSED 2016 MEETINGS – MARCH 1, JUNE 7, SEPTEMBER 6 &**

MANAGEMENT AND GENERAL EMPLOYEES PENSION  
BOARD OF TRUSTEES *FINAL* MINUTES

Page 3

**DECEMBER 6 AT 10:00 AM.**

**9. ADJOURNMENT**

With there being no further business to discuss, there was a motion presented by Secretary Roig and seconded by Vice Chair Ackerman to adjourn at 11:45 a.m.