THE SUNSET CAPITAL OF FLORIDA

Police Pension Board MEETING

CITY OF ST. PETE BEACH

155 Corey Avenue
St. Pete Beach, FL 33706

Tuesday, July 31, 2018
10:30 AM

Call to Order
Pledge of Allegiance
Roll Call

1. **Changes to the Agenda** – Agenda items to be added, moved or deleted will be addressed at this time. Items added will be assigned agenda item numbers and items that are moved will retain the same item numbers. A notation will be made that those items will be taken out of order.

2. **Audience Comments** – Comments shall be limited to three minutes per person to issues not on the agenda.

3. **Approval of Minutes** – [Attachment "A".] The minutes of the regular meeting of April 19, 2018.

4. **Appointments or Reappointments to the board.**

5. Authorization of Payments

- [Attachment "B"] Invoice #25688 from AndCo for services through June 2018 in the amount of $3,800.

- [Attachment "C"] Invoice #32383 from Christiansen & Dehner for services through June 30, 2018 in the amount of $957.97. (Previous invoices included for itemization.)

- [Attachment "D"] Invoice #1145-ISC-TRSA from Insight Investment dated April 24, 2018 for services through March31, 2018 in the amount of $2,031.69

- [Attachment "E"] Notice from Salem Trust advising that their fees through June 30, 2018 have been deducted from our account as agreed in the quarterly amount of $2,875.

6. Foster & Foster

- [Attachment "F"] is an e-mail message requesting payment of an outstanding amount of $13,918 for unspecified services and an invoice (#11889) that only itemizes $500 of the charges.
- [Attachment "G"] is a history of payment to Foster & Foster since 2105.
- [Attachment "H"] is a letter dated June 19, 2018 from Julie Browning of Florida Department of Management Services to Chairman Rogers notifying this board that the state has not received the 2017 Annual Report required by law.

7. Consideration of lowering the plan investment return assumption from the current 7% to 6.75%; and/or lowering the amortization of unfunded accrued actuarial liability from thirty years to seventeen years or fifteen years.

Carried over from previous meetings to allow time for recalculation of the costs of lowering the plan investment return assumption and/or the amortization period of accrued actuarial liability. To be presented by Patrick Donlan of Foster & Foster. [Attachment "I"] is a letter from Foster & Foster dated February 5, 2018 displaying the potential impacts.

8. Presentations

- AndCo

- Christiansen & Dehner – Attachment "J" is a memorandum recommending the board request a Certificate of Insurance from each firm doing business with the board..

- Salem Trust (If Present)

9. Fiduciary Liability Insurance

Chairman Rogers has completed an application for renewal of our insurance. If a quote is available on the day of the meeting it will be brought forward for approval.

10. Correspondence since the last meeting

- [Attachment "K"] is a Certificate of Liability Insurance for AndCo.

- [Attachment "L"] is a letter dated June 22, 2018 to this board from Patrick Donlan of Foster & Foster enclosing a copy of the "2017 ACTUARIAL CONFIRMATION OF THE USE OF STATE MONEYS" made to the State of Florida on behalf of this board.

11. Other Old Business

12. New Business

13. Adjournment

APPEAL

APPEAL: Florida Statutes 286.0105 Notices of meetings and hearings must advise that a record is required to appeal. Each board, commission, or agency of this state or of any political subdivision thereof shall include in the notice of any meeting or hearing, if notice of the meeting or hearing is required, of such board, commission, or agency, conspicuously on such notice, the advice that, if a person decides to appeal any decision made by the board, agency, or commission with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

AMERICANS WITH DISABILITIES ACT: Florida Statutes 286.26. Accessibility of public meetings to the physically handicapped. In accordance with the Americans with Disabilities Act and Florida Statutes, persons needing special accommodations to participate in a meeting should contact City Hall at (727) 367-2735 no later than forty-eight (48) hours prior to the meeting for assistance.

Electronic media must be submitted a minimum of 24 hours in advance to cityclerk@stpetebeach.org

The public is cordially invited to attend.

All agenda material is available for review at City Hall.

ATTACHMENT "A"

POLICE PENSION BOARD

MINUTES

APRIL 19, 2018

8:30 A.M.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENT:

Bob Rogers, Chairman
Tom Lange, Secretary
Jack Frieder, Member
Robert Micklitsch, Member
Alan Slakis, Member

ALSO PRESENT:

Vince Tenaglia, Administrative Services Director
Mary Jo Murphy, Deputy City Clerk
Lee Dehner, Christiansen & Dehner
Kerry Richardville, AndCo Consulting

1. Changes to the Agenda

The following changes were made to the agenda:

Secretary Lange requested to add the following minutes to the agenda under Item No. 3, Approval of Minutes:

- Police Pension Board - Special Meeting Minutes, February 6, 2018; add as Attachment "I"

4. Appointments or Reappointments to the board

Chairman Rogers updated the board that Member Frieder and Member Slakis's terms expired in March 2018. Further, Chairman Rogers stated that the positions are commission approved and that Member Frieder and Member Slakis need to compose letters to submit to the City Commission for approval.

Secretary Lange made a motion to reappoint Member Frieder and Member Slakis. The motion was seconded by Member Micklitsch and unanimously approved by a voice vote.

5. Authorization of Payments

Secretary Lange reviewed the invoices as delineated on the agenda with the Board.

Member Slakis made a motion to approve Attachment B, Attachment C, Attachment D, and Attachment E as stated by Secretary Lange. The motion was seconded by Member Micklitsch and was unanimously approved by a voice vote.

In regard to the timeliness of the invoicing with Foster & Foster, Secretary Lange suggested inviting Brad Heinrichs to attend a meeting to explore opportunities of processing the invoices and simplifying the actuarial work and the cost. Chairman Rogers stated he would extend the invitation to Mr. Heinrichs for the July meeting.

6. Presentations

AndCo Consulting

Kerry Richardville, AndCo Consultant, reviewed with the Board the following report entitled "City of St. Pete Beach Police Officers' Retirement System, Investment Performance Review as of March 31, 2018" and recommended to rebalance $200,000.00 from Domestic Equity into Domestic Fixed Income to resume staying within the policy's perimeter.

Chairman Rogers asked for a motion in regard to Ms. Richardville's aforementioned recommendation.

Member Slakis made a motion to rebalance the Fund from Domestic Equity into Domestic Fixed Income as suggested by the consultant. The motion was seconded by Member Micklitsch and was unanimously approved by a voice vote.

It was the consensus of the board to place an agenda item in regard to the assumptions and the February 5, 2018 letter from Patrick Donlan of Foster & Foster on the July 19, 2018 agenda.

Chairman Rogers added that the previous consultant, Tyler Grumbles, had developed a glide path for the plan and requested that Ms. Richardville review it with the board during the July 19, 2018 meeting.

Christiansen & Dehner

Attorney Dehner discussed the following with the Board:

- No information from Washington or Tallahassee
- Updated Summary Plan Description and sent a redlined copy which is before the board for approval

Member Slakis made a motion to approve Attachment G as stated by Lee Dehner. The motion was seconded by Member Micklitsch and was unanimously approved by a voice vote.

- File the Financial Disclosures by July 1, 2018

Salem Trust

Chairman Rogers stated he had spoken with Lynn Skinner of Salem Trust, and there were no action items. Therefore, no representative from Salem Trust was present for the meeting.

7. Correspondence or actions since last meeting

Chairman Rogers reviewed the following letter with the Board:

- February 20, 2018 letter from Chairman Rogers to the City Commission [Attachment "H"]

8. Old Business

There was no old business presented.

9. New Business

There was no new business presented.

2. Audience Comments

Chairman Rogers asked for audience comments. There were no audience comments.

3. Approval of Minutes – Regular Meeting of January 18, 2018 and the Special Meeting of February 6, 2018

Member Slakis made a motion to approve the minutes as Attachment A of January 18, 2018 and Attachment I of Special Meeting, February 6, 2018. The motion was seconded by Member Micklitsch and unanimously approved by a voice vote.

10. <u>Adjournment</u>

There being no further business to come before the Board, the meeting was adjourned at 8:59 a.m.

Attest:

____
Rebecca C. Haynes, City Clerk

____
Bob Rogers, Chairman

Minutes approved on: _______________

ATTACHMENT "B"

Date	Invoice #
6/29/2018	25688

AndCo
4901 Vineland Road, Ste 600
Orlando, FL 32811

Bill To:

St. Pete Beach Police
Officers' Retirement System

Description	Amount
Consulting services and performance evaluation billed quarterly (April, 2018)	1,266.67
Consulting services and performance evaluation billed quarterly (May, 2018)	1,266.67
Consulting services and performance evaluation billed quarterly (June, 2018)	1,266.66

It is our pleasure to provide 100% independent consulting advice ALWAYS putting clients first!	**Balance Due**	**$3,800.00**

ATTACHMENT "C"
1/4

Christiansen & Dehner, P. A.

63 Sarasota Center Boulevard
Suite 107
Sarasota, FL 34240-

941-377-2200
Phone

941-377-4848
Fax

June 30, 2018

St. Pete Beach Police Officers' Retirement System
155 Corey Avenue
St. Pete Beach, FL 33706
Thomas Lange

Invoice Number

In Reference To: Police Pension Fund	8926	32383

Professional Services

		Hours	Amount
6/20/2018	Review of e-mail correspondence.	0.10	42.50
	E-mail to Board Chair and City Clerk re: status of annual report.	0.10	42.50
	For professional services rendered	0.20	$85.00
	Previous balance		$872.97
	Balance due		$957.97

** Please note that the "Balance Due" figure at the end of this bill reflects both "Total New Charges - Current Period" and any previous balances due. In most cases, if the previous balance(s) have already been approved for payment but not yet received in our office, you should be paying only the "Total New Charges - for services and/or expenses". Thank you.

Current	30 Days	60 Days	90 Days	120+ Days
$212.50	$745.47	$0.00	$0.00	$0.00

Please indicate account number(s) with payment.
(Please Deduct any payments not reflected in Balance due)

"C"
2/4

Christiansen & Dehner, P. A.

63 Sarasota Center Boulevard
Suite 107
Sarasota, FL 34240-

941-377-2200
Phone

941-377-4848
Fax

May 31, 2018

St. Pete Beach Police Officers' Retirement System
155 Corey Avenue
St. Pete Beach, FL 33706
Thomas Lange

Invoice Number

In Reference To: Police Pension Fund	8926	32273

Professional Services

		Hours	Amount
5/11/2018	Preparation of revised Administrative Form PF-5 and transmittal to Board.	0.30	127.50
	For professional services rendered	0.30	$127.50
	Previous balance		$745.47
	Balance due		$872.97

** Please note that the "Balance Due" figure at the end of this bill reflects both "Total New Charges - Current Period" and any previous balances due. In most cases, if the previous balance(s) have already been approved for payment but not yet received in our office, you should be paying only the "Total New Charges - for services and/or expenses" . Thank you.

Please indicate account number(s) with payment.
(Please Deduct any payments not reflected in Balance due)

"C"
3/4

Christiansen & Dehner, P. A.

63 Sarasota Center Boulevard
Suite 107
Sarasota, FL 34240-

941-377-2200
Phone

941-377-4848
Fax

April 30, 2018

St. Pete Beach Police Officers' Retirement System
155 Corey Avenue
St. Pete Beach, FL 33706
Thomas Lange

Invoice Number

In Reference To: Police Pension Fund	8926	32140

Professional Services

		Hours	Amount
4/16/2018	Review of e-mail correspondence.	0.10	42.50
4/19/2018	Preparation and attendance at Board Meeting.	1.20	510.00
	Travel Time	0.60	127.50
4/30/2018	Memorandum to Board re: annual reporting of insurance coverage.	0.10	42.50
	For professional services rendered	2.00	$722.50

Additional Charges :

		Qty	
4/19/2018	Car Expense	1	14.72
	Food Expense	1	7.50
	Tolls	1	0.75
	Total additional charges		$22.97

	Total amount of this bill	$745.47
	Previous balance	$2,497.70
	Accounts receivable transactions	
5/2/2018	Payment - thank you. Check No. 35827	($2,497.70)
	Total payments and adjustments	($2,497.70)

"C" 4/4

	Amount
Balance due	$745.47

** Please note that the "Balance Due" figure at the end of this bill reflects both "Total New Charges - Current Period" and any previous balances due. In most cases, if the previous balance(s) have already been approved for payment but not yet received in our office, you should be paying only the "Total New Charges - for services and/or expenses" . Thank you.

Please indicate account number(s) with payment.
(Please Deduct any payments not reflected in Balance due)

ATTACHMENT "D"

Insight
INVESTMENT

200 Park Ave 7th Floor
New York, NY 10166
212-527-1800
www.insightinvestment.com

April 24, 2018

INVOICE #
1145-ISC-TRSA

Mr. Thomas Lange
Secretary, Police Pension Board
City of St. Pete Beach
155 Corey Avenue
St. Pete Beach, Florida 33706

Invoice for Investment Advisory Services for the City of St. Pete Beach Police Officers:

January 1, 2018 - March 31, 2018	$2,031.69
TOTAL AMOUNT DUE Terms: Due and payable upon receipt	$2,031.69

Fee computed as follows:

Entity (Fund)	Average Assets	% of Total
St. Pete Beach Firefighters	$2,728,988.66	41.3850%
St. Pete Beach Police	$3,865,155.04	58.6150%
Aggregate average assets under management	$6,594,143.70	100.0000%

Fees based on aggregate assets at:	Average Assets	Quarterly Fee
Multiplied by quarterly fee of 1/4 of .35 of 1%	$5,000,000.00	$4,375.00
Multiplied by quarterly fee of 1/4 of .30 of 1%	$1,594,143.70	$1,195.61
Multiplied by quarterly fee of 1/4 of .25 of 1%	$0.00	$0.00
Multiplied by quarterly fee of 1/4 of .20 of 1%	$0.00	$0.00
Multiplied by quarterly fee of 1/4 of .15 of 1%	$0.00	$0.00
	$6,594,143.70	$5,570.61
*Prorated for termination as of February 26, 2018		$3,466.16
Allocated Fees to St. Pete Beach Police Officers		$2,031.69

Please reference invoice number when making payments by ACH, Fedwire, or CHIPS Transfers:

Cutwater Investor Services Corp.

BNY Mellon, N.A. 500 Ross Street Pittsburgh, PA 15262
Transit Routing (ABA) # 043000261
Account # 9040869 SWIFT/BIC IRVTUS3N
FFC to Account Name & Invoice Number

ATTACHMENT "E"

SALEM TRUST
COMPANY

July 5, 2018

Thomas Lange
Police Pension Board Secretary
City of St Pete Beach
155 Corey Avenue
St. Pete Beach, FL 33706

St. Pete Beach Police
M02527

Fee Advice for Period **April 1, 2018** to **June 30, 2018**

Detail of Calculation:

		Annual Fee	Quarterly Fee
Flat Fee	$	11,500.00	$2,875.00
	TOTAL DUE		**$2,875.00**

These fees will automatically be charged to your account.
If you have any questions, please contact Lynn Skinner at 877-382-5268.

ATTACHMENT "F"

tlange@tampabay.rr.com

From: "Bob Rogers" <porsche.bob@outlook.com>
Date: Friday, June 29, 2018 1:11 PM
To: "Tom Lange" <tlange@tampabay.rr.com>
Attach: Inv_11889_from_Foster__Foster_Inc._16520.pdf
Subject: FW: PAST DUE NOTICE: Invoice 11889 from Foster & Foster, Inc.

FYI Bob

From: Geena Schwabe [mailto:Geena.Schwabe@foster-foster.com]
Sent: Friday, June 29, 2018 11:07 AM
To: 'porsche.bob@outlook.com' <porsche.bob@outlook.com>
Cc: Patrick Donlan <patrick.donlan@foster-foster.com>
Subject: PAST DUE NOTICE: Invoice 11889 from Foster & Foster, Inc.

Our records indicate that this invoice is still outstanding. Please remit payment as soon as you can.

Sincerely,

Geena Schwabe, *Project Manager*

FOSTER & FOSTER

184 Shuman Boulevard
Suite 305
Naperville, IL 60563

630.620.0200 Office
239.481.0634 Fax
www.foster-foster.com

> **From:** Geena Schwabe
> **Sent:** Monday, February 26, 2018 2:31 PM
> **To:** 'porsche.bob@outlook.com' <porsche.bob@outlook.com>
> **Cc:** Patrick Donlan <Patrick.Donlan@foster-foster.com>
> **Subject:** Invoice 11889 from Foster & Foster, Inc.
>
> Foster & Foster, Inc.
>
> **Invoice** Due 03/28/2018
> 11889
>
> Amount Due: $13,918.00
>
> Dear Bob :
>
> Please find attached an invoice for the most recent services for the City of St. Pete Beach Police Officers' Retirement System.

Thank you and please do not hesitate to contact me with any questions.

Sincerely,

Geena Schwabe
Foster & Foster, Inc.

FOSTER & FOSTER

Invoice

Date	Invoice #
2/26/2018	11889

Phone: (239) 433-5500
Fax: (239) 481-0634
data@foster-foster.com
www.foster-foster.com

Bill To
City of St. Pete Beach Police Officers' Retirement System 200 76th Avenue St. Pete Beach, FL 33706

Terms	Due Date
Net 30	**3/28/2018**

Description	Amount
Special actuarial analysis and letter report dated February 5, 2018 to determine the impact on the funding requirements to the Plan and the Unfunded Actuarial Accrued Liability (UAAL) under three scenarios.	500.00

Balance Due $13,918.00

Thank you for your business!

Please make all checks payable to:
Foster & Foster, Inc.
13420 Parker Commons Blvd, Suite 104
Fort Myers, FL 33912

ATTACHMENT "G"
1/2

			Invoices from Foster & Foster
Meeting	**Date**	**Amount Paid**	**Itemization**
			2015
2015-1	15Jan15	$10,174	October 2014 Valuation ($6,924); GASB 67 Statement ($1,250); GASB 68 Statement ($2,000)
2015-2	16Apr15	$0	None
2015-3	16Jul15	$4,115	Board received an invoice (#6123) dated 6/13/14 (one year prior to board meeting) in the amount of $4,190 for Revision of December 2012 Valuation ($1,000); Attendance at December 2013 board meeting ($215); 2013 Annual Report to Division of Retirement ($2,500); Benefit Calculation for retiree ($400); Completion of Liability Insurance application ($75). The board authorized a payment of $4,115 reflecting Foster & Foster's earlier agreement not to charge for the last item.
2015-4	15Oct16	$0	None
			2016
2016-1	21Jan16	$0	None
2016-2	21Apr16	$5,597	An invoice (#8597) dated 4/1/2016. Attendance at January 2016 board meeting ($97); Preparation for 2015 Chapter 112.664 Disclosure ($3,000); Special Actuarial Analaysis (Page 6b) for inclusion in 2014 and 2015 State Reports ($2,500).
2016-3	21Jul16	$2,825	An invoice (#8954) dated 7/11/2016. E-mail correspondence ($250); Preparation of 2015 Annual Report for Division of Retirement ($2,500); Refund calculation for member ($75).
-	-	-	Note: An invoice for $5,000 was mistakenly placed on the board's agenda for payment. As it was for the General Employees Plan, it was re-directed to that plan for payment.
2016-4	20Oct16	$6,894	An invoice (#7555) dated 7/15/2015 (Over one year prior to the board meeting): Benefit calculation for member ($400); Attendance at meeting of January 2015 ($119); Preparation of the 2014 Annual Report for the Division of Retirement ($2,500); Preparation of Exhibit B to the Summary Plan Description ($125); Preparation of the 2014 Senate Bill 534 disclosure ($3,000); Share Plan reconciliation and preparation of Page 6b for the 2014 Annual Report ($750).
"	"	$11,040	An invoice (#8242) dated 1/15/16 (Nine months prior to the board meeting): COLA Preparation for October 2015 ($520); October 2015 Actuarial Valuation and member certificates ($7,270); Preparation of GASB 67 Statement with measurement date of 9/30/15 ($1,250); Preapartion of GASB 68 Statement with measurement date of 9/30/15 ($2,000).

"G"
2/2

			2017
2017-1	19Jan17	$0	None
2017-2	20Apr17	$0	None
2017-3	17Aug17	$0	None
2017-4	19Oct17	$11,900	An invoice (#10247) dated 3/31/2017. Preparation of Cost-Of-Living for 18 retirees ($720). Review of proposed Ordinance and cost impact dated September 23, 2016 ($500). October 1, 2016 Actuarial Valuation and Report, preparation of member certificates ($7,634). Preparation of GSAB 67 Statement with measuring date of 9/30/16 ($1,250). Preparation of GSAB 68 Statement with measuring date of 9/30/16 ($2,000). Preparation for and attendance at January 19, 2017 Board meeting. ($46).
		$52,545	Three Year Total (2015-17)
			2018
2018-1	18Jan18	$0	No invoice. F&F did attend meeting to present Actuarial Valuation report but board did not approve it and set it over for Special meeting.
2018-1a	6Feb18	$0	No invoice. Special Meeting. F&F presented an amended Actuarial Valuation report that was adopted by the board.
2018-2	19Apr18	$7,045	An invoice (#11149) dated 2/20/2018 Itemization only states: "INV #111 Due 11/05/2017. Orig. Amount $7,045"
2018-3	31Juk18	$13,918	An e-mail from F&F to Chairman Rogers stating "Our records indicate that this invoice is still outstanding. Invoice #11889 Amount due $13,918" The attachment to the message is an invoice (#11889) dated 2/26/2018. Special actuarial analsis and letter report dated February 5, 2018 to determine the impact on the funding requirements to the Plan and theUnfunded Actuarial Accrused Liability (UAAL) under three scenarios ($500).

ATTACHMENT "H"

FLORIDA DEPARTMENT OF MANAGEMENT SERVICES
retirement
We serve those who serve Florida

Bureau Local Retirement Systems
Municipal Police Officers' & Firefighters' Trust Funds' Office
P.O. Box 3010
Tallahassee, FL 32315-3010
Tel: 850-922-0667 | Fax: 850-921-2161 | Toll-Free: 877-738-6737

Rick Scott, Governor

Erin Rock, Secretary

June 19, 2018

Robert Rogers, Chairman

porsche.bob@outlook.com, E-mail

St. Pete Beach Police Pension Fund

VIA E-MAIL ONLY

Dear Chairman Rogers,

Section 185.221(2)(a) and Section 175.261(1)(a) , Florida Statutes, requires that "Each year by **March 15**, the chair or secretary of the board of trustees of each police officers' and firefighters' pension trust fund operating under a chapter plan shall file a report with the division...."

Our records indicate that the **2017 Annual Report** for the **St. Pete Beach Police** pension fund has not been received. Please submit this report and a complete copy of the audited financial statements or certified statement of accounting, as soon as it is complete.

The 48th Annual Police Officers' and Firefighters' Pension Conference is scheduled for November 14-16, 2018, sponsored by the Department of Management Services, Division of Retirement. **There is no registration fee to attend.** The program will be held at the Grand Orlando Resort at Celebration. The hotel is located at 2900 Parkway Blvd, Kissimmee, FL 34747. You may make hotel reservations by calling 407-396-7000 or clicking this link. If you call to make a reservation, please state you will be attending the conference. Continue to check our website at www.myflorida.com/frs/mpf to access information and updates about the conference. All police officer and firefighter plan participants, board of trustee members, plan sponsors, and anyone interested in the administration and operation of the Chapters 175 and 185 pension plans should take advantage of this unique, insightful and informative program.

If you have any questions concerning the completion of the report, please call our office at 850/922-0667.

Sincerely,

Julie Browning, Accountant
Municipal Police Officers' and
Firefighters' Retirement Trust Funds

cc: Thomas Lange, Secretary Pension Fund
Wayne Saunders, City Manager
H. Lee Dehner, Plan Attorney
Plan Administrator

ATTACHMENT "I"

FOSTER & FOSTER

February 5, 2018

Via Email
Bob Rogers, Chairman
City of St. Pete Beach
Police Officers' Retirement System
Board of Trustees

Re: City of St. Pete Beach Police Officers' Retirement System

Dear Bob:

As the Board requested at the last meeting, we have completed a study to determine the impact on the funding requirements to the Plan and the Unfunded Actuarial Accrued Liability (UAAL) under three scenarios. The first scenario is if the Board were to reduce the investment return assumption from 7.0% to 6.75% per year going forward. The second scenario is if the Board maintained the 7.0% assumption but consolidated the UAAL bases into one base with a 15-year amortization. The last scenario is if the Board maintained the 7.0% assumption but consolidated the UAAL bases into one base with a 17-year amortization. Please note that if no changes were made, the effective remaining period of the current UAAL bases is about 17.5 years. Therefore, a consolidation with 18 years or above would reduce the funding requirements and likely cause the Division of Retirement to challenge it. The impacts on the funding requirements and UAAL for each scenario are as follows:

	Current 7.0% Int 30 Yr Amort[1]	Scenario 1 6.75% Int 30 Yr Amort[1]	Scenario 2 7.0% Int 15 Yr Amort[1]	Scenario 3 7.0% Int 17 Yr Amort[1]
City and State Funding Requirement For Fiscal 2019	$722,346	$750,280	$786,695	$735,836
Increase		$27,934	$64,349	$13,490
UAAL	$6,681,998	$7,196,321	$6,681,998	$6,681,998
Increase		$514,323	$0	$0

[1] Please note that currently, there are several different pieces of the UAAL that are each amortized over 30 years from the date that they originated. Therefore, the funding of the plan is essentially over a 30-year period. Since the Plan is closed, a shorter period may be appropriate. This is especially true, considering that the average future life expectancy of the current participants is only 25.1 years (based upon the mortality assumptions utilized in the October 1, 2017 valuation report).

Please note the contents of this analysis and the October 1, 2017 actuarial valuation report are considered an integral part of the actuarial opinions. The undersigned is familiar with the immediate and long-term aspects of pension valuations, and meets the Qualification Standards of the American Academy of Actuaries necessary to render the actuarial opinions contained herein.

13420 Parker Commons Blvd., Suite 104 Fort Myers, FL 33912 · (239) 433-5500 · Fax (239) 481-0634 · www.foster-foster.com

If you have any questions regarding this analysis, please let me know.

Sincerely,

Patrick T. Donlan, EA, ASA, MAAA

ATTACHMENT "J"

Law Offices
Christiansen & Dehner, P.A.
63 Sarasota Center Blvd. Suite 107 Sarasota, Florida 34240 • 941-377-2200 • Fax 941-377-4848

MEMORANDUM

TO: **Boards of Trustees, all Retirement Plans**

FROM: **Christiansen & Dehner, P. A.**

RE: **Annual Reporting of Insurance Coverage**

DATE: **April 30, 2018**

Several recent events have underscored the importance of assuring that all professionals who are working for the Retirement System continue to carry Errors and Omissions insurance coverage. We would again recommend to the Board that each firm providing money management, consulting, auditing, legal or actuarial services be requested to provide the Board with a copy of a current Certificate of Insurance or a copy of the Declarations Page from their E & O insurance policy showing the policy coverage and that the policy is in force. This is a requirement that should be repeated each year.

In January of this year, we provided a copy of the Declarations Page from our firm's policy.

ATTACHMENT "K"

ACORD®

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 5/1/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Crystal & Company
Crystal IBC LLC
32 Old Slip
New York NY 10005

CONTACT NAME: Graig Vicidomino
PHONE (A/C, No, Ext): 646-810-3564 FAX (A/C, No): 212-504-1899
E-MAIL ADDRESS: graig.vicidomino@crystalco.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Endurance American Insurance Company	10641
INSURER B : Zurich American Insurance Company	16535
INSURER C : Argonaut Insurance Company	19801
INSURER D :	
INSURER E :	
INSURER F :	

INSURED BOGDCO
AndCo Consulting, LLC
4901 Vineland Road, Suite 600
Orlando FL 32811

COVERAGES **CERTIFICATE NUMBER:** 1398997067 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	COMMERCIAL GENERAL LIABILITY; CLAIMS-MADE; OCCUR; GEN'L AGGREGATE LIMIT APPLIES PER: POLICY; PRO-JECT; LOC; OTHER:						EACH OCCURRENCE	$
							DAMAGE TO RENTED PREMISES (Ea occurrence)	$
							MED EXP (Any one person)	$
							PERSONAL & ADV INJURY	$
							GENERAL AGGREGATE	$
							PRODUCTS - COMP/OP AGG	$
								$
	AUTOMOBILE LIABILITY; ANY AUTO; OWNED AUTOS ONLY; SCHEDULED AUTOS; HIRED AUTOS ONLY; NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident)	$
							BODILY INJURY (Per person)	$
							BODILY INJURY (Per accident)	$
							PROPERTY DAMAGE (Per accident)	$
								$
	UMBRELLA LIAB; OCCUR; EXCESS LIAB; CLAIMS-MADE; DED; RETENTION $						EACH OCCURRENCE	$
							AGGREGATE	$
								$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y / N; ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH); If yes, describe under DESCRIPTION OF OPERATIONS below	N / A					PER STATUTE / OTH-ER	
							E.L. EACH ACCIDENT	$
							E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$
A B C	Management and Professional Liability Insurance			AIP1012954300 EOC024812600 MLX76010134	5/12/2018 5/12/2018 5/12/2018	5/12/2019 5/12/2019 5/12/2019	Limit *See below for excess layer limits	$5,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Evidence of coverage only.

Carrier B: Excess E&O - Policy #EOC024812600 - $5,000,000 excess of $5,000,000
Carrier C: Excess E&O - Policy #MLX76010134 - $5,000,000 excess of $10,000,000

CERTIFICATE HOLDER

City of St. Pete Beach Police Officers' Retirement System
c/o Detective Bruce Johnson
155 Corey Avenue
St. Pete Beach FL 33706

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE
Crystal & Company

ATTACHMENT "L"
1/2

FOSTER & FOSTER

June 22, 2018

Board of Trustees
Police Officers' Pension Board
City of St. Pete Beach
155 Corey Ave.
St. Petersburg Beach, FL 33706

Re: City of St. Pete Beach
Police Officers' Retirement System
Actuarial Confirmation of Use of State Monies

Dear Board:

We are writing to provide details of the required Minimum Benefits Test (MBT) and potential impact on the future use of State Monies for the above referenced Plan.

In order to demonstrate compliance with 185.35(2) Florida Statutes, the plan actuary should value the plan using the minimum chapter benefits and standards. However, because your plan currently provides less than the minimum benefits, we have valued adjusted minimum benefits, including a 1.25% accrual rate, 10-year-certain form of benefit, etc. Inactive participants should be valued assuming they had retired with the adjusted minimum benefits, with the exception of the benefit commencement date.

In addition, the plan assets used to determine the unfunded liability in the calculation of minimum benefits shall be based on the actuarial value of plan assets used to determine the current required funding requirements of the plan times an adjustment factor based on the accrued liability of the adjusted minimum benefits over that of the current plan accrued liability.

The results of this analysis are enclosed and indicate that the entire amount of State Monies received may be used to offset the City's funding requirement for the fiscal year ending September 30, 2017.

If you have any questions, please do not hesitate to contact us.

Sincerely,

Patrick T. Donlan ASA, EA, MAAA

Enclosure

13420 Parker Commons Blvd., Suite 104 Fort Myers, FL 33912 · (239) 433-5500 · Fax (239) 481-0634 · www.foster-foster.com

"Z"
2/2

2017 ACTUARIAL CONFIRMATION OF THE USE OF STATE MONEYS

Name of pension plan:	City of St. Pete Beach Police Officers' Retirement System
Name of actuarial firm:	Foster & Foster, Inc.
Date of valuation used to determine fiscal year 2017 contributions:	10/1/2015
Does the Plan meet all Chapter minimum benefits and standards?	No
Actuary's name	Patrick T. Donlan, ASA, EA, MAAA

Actuary's signature [signature] Date 06/22/2018

Calculation of Additional Premium Tax Revenues (APTR):

	Police
2017 Receipts	93,814.62
Less 1998 Receipts	(37,731.99)
Total APTR	56,082.63

Calculation of cost of Chapter minimum benefits actually provided in the Plan[1]:

Normal Cost	$0
Administrative Expenses	27,244
Amortization of UAL	138,236
Less: Employee contributions (5% min.)	0
Total	165,480

[1] Actual Plan benefits were valued (1.25% benefit accrual rate, etc) because the Plan did not meet the minimum benefits.

APTR, minus cost of Chapter minimum benefits actually provided: ($109,397.37)

Conclusion:

APTR is insufficient to fund the cost of compliance with all Chapter minimum benefits and standards, and the Plan does not meet all Chapter minimum benefits and standards.

APTR is insufficient to fund the cost of compliance with all Chapter minimum benefits actually being provided in the Plan. Therefore, all premium tax receipts in fiscal year 2017 are available to offset required Plan Sponsor contributions. No premium taxes are required to be set aside or expended for missing Chapter minimum benefits or extra benefits.

Accumulated APTR balance as of fiscal year end 2016 [2]	$0.00
Add: Current year additions	$0.00
Less: Current year use (describe)	$0.00
Accumulated APTR balance as of fiscal year end 2017	$0.00

[2] Prior APTR balance used for a Share Plan.