

**FRUITLAND PARK MUNICIPAL FIREFIGHTERS PENSION TRUST BOARD
AGENDA**

October 8, 2019

City Hall Conference Room
506 W. Berckman Street
Fruitland Park, FL 34731 6:00 p.m.

1. Pledge of Allegiance

2. Roll Call

3. Approval of Minutes
July 16, 2019

4. Public Comments

This section is reserved for members of the public to bring up matters of concern or opportunities for praise. Action may not be taken by the pension trust board at this meeting; however, questions may be answered by staff or issues may be referred for appropriate staff action.

Note: Pursuant to F.S. 286.0114 and the City of Fruitland Park's Public Participation Policy adopted by Resolution 2013-023, members of the public shall be given a reasonable opportunity to be heard on propositions before the City Commission. Accordingly, comments, questions, and concerns regarding items listed on this agenda shall be received at the time the board addresses such items during this meeting. Pursuant to Resolution 2013-023, public comments are limited to three minutes.

5. City Treasurer's Report

6. Other Business

7. Board of Trustees' Comments

8. Next Meeting Date

9. Adjournment

Any person requiring a special accommodation at this meeting because of disability or physical impairment should contact the City Clerk's Office at City Hall (352) 360-6727 at least forty-eight (48) hours' notice prior to the meeting. (§286.26 F.S.)

If a person decides to appeal any decision made by the board with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings and 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. The city does not provide verbatim records. (§286.0105, F.S.)

**PLEASE TURN OFF ELECTRONIC DEVICES OR PLACE IN VIBRATE
MODE¹**

**FRUITLAND PARK
BOARD OF TRUSTEES FIREFIGHTERS PENSION TRUST FUND
DRAFT MINUTES
July 16, 2019**

A meeting of the City of Fruitland Park Board of Trustees Firefighters Pension Trust Fund was held in the City Commission Executive Room at 506 West Berckman Street, Florida, 34731 on Tuesday, July 16, 2019 at 6:00 p.m.

Members Present: Firefighter Kevin Ducharme (firefighter: fire department appointed), Chair Messrs. Edgar J. “Jerry” Elton (residents: commission-appointed) Marc Matthews Jr., (pension board: appointed), and City Treasurer Jeannine Racine (alternate)

Members Absent: Messrs. Taylor Luttfriing (firefighter: fire department appointed), Vice Chair and Charles “Chuck” Themm (residents: commission-appointed),

Also Present: City Clerk Esther B. Coulson.

The chair called the meeting to order at 6:03 p.m.

1. Pledge of Allegiance

2. Roll Call

Ms. Coulson called the roll and a quorum was declared present.

3. Approval of Minutes

On motion of Mr. Elton, seconded by Mr. Matthews and unanimously carried, the board approved the March 4, 2019 meeting minutes as submitted.

4. Public Comments

There were no public comments at this time.

5. City Treasurer’s Reports

Cash by Fund – October 31, 2018

Ms. Racine reviewed the summary of cash accounts by funds for the firefighters’ pension as of May 30, 2019 \$585,888.

6. Other Business

Ms. Coulson referred to her previous discussion with Mr. Matthews prior to this evening’s meeting regarding the financial disclosure statements not recorded for 2018 and reminded the board that the following members needed to submit their statements to the supervisor of elections office where they resided or worked and noted the consequences of not fulfilling same.

8. Board of Trustees' Comments

After Mr. Elton questioned the firefighters' participation in contributing towards the retirement/pension plan, Ms. Racine addressed her intent to find out more information on same.

9. Next Meeting Date

After discussion and **by unanimous consent, the board agreed to hold the next meeting at 6:00 p.m. on Tuesday, October 8, 2019.**

10. Adjournment

There being no further business to come before the board at this time, the meeting adjourned at 6:22 p.m.

Submitted: _____
Esther B. Coulson, City Clerk

Chair



PAYMENT VOUCHER

OFFICE USE ONLY

DISBURSEMENTS CONTROL	
CK# _____	VENDOR# 5453 _____
ACCT. _____ / _____	DATE PD _____

VENDOR NAME	<u>Edwards Jones (3089)</u>	DATE	<u>19/8/2019</u>
ADDRESS	<u>Acct 327-08568-1-2</u>	DEPT.	<u>Finance Dept</u>
	<u>1712 Cirtus Blvd, Ste 5</u>		
	<u>Leesburg, FL 34748</u>		
PHONE	_____	FAX	_____

ACCOUNT DISTRIBUTION

DESCRIPTION OR EXPLANATION	ACCOUNT#		AMOUNT
	ORG	OBJ	
FL State Premium Distribution	01522	10225	\$ 24,962.98
			\$ 24,962.98

I CERTIFY THAT:

1. THE COMMODITIES OR SERVICES DESCRIBED HAVE BEEN REVIEWED OR PERFORMED IN ACCORDANCE WITH THE TERMS AND QUANTITY OF THE ORDER.
2. ARE PROPER EXPENDITURES OR TRANSFERS NECESSARY FOR THE EXECUTION OF THE FUNCTION OR ACTIVITIES OF THIS CITY DEPARTMENT, AND
3. THAT FUNDS HAVE BEEN APPROPRIATED, A PROJECT AUTHORIZED AND UNENCUMBERED BALANCE IS AVAILABLE FOR THE PURPOSE.

PREPARED BY: Jeannine Racine

CERTIFIED BY: JRR

REVIEWED FOR AVAILABILITY OF FUNDS	PAYMENT AUTHORIZED
<u>Jeannine Racine</u> (CITY TREASURER)	 (CITY MANAGER)

FY 2019

PAYMENT DATE	PAYMENT NUMBER	PAYEE NAME	PAYMENT TYPE	AGENCY DOC.NBR.	INVOICE NUMBER	INVOICE AMOUNT
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FOR ADDITIONAL INFORMATION PLEASE CONTACT: DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES AT (850) 617-3301

2019/08/12	<u>0080100</u>	CITY OF FRUITLAND PARK	REGULAR EFT	VD00060	RvSh06/19 #25	<u>12,622.76</u> PO 8/20/19
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FOR ADDITIONAL INFORMATION PLEASE CONTACT: DEPARTMENT OF REVENUE AT (850) 617-8586

2019/08/19	<u>0093844</u>	CITY OF FRUITLAND PARK	REGULAR EFT	V000844	FIRE #24	<u>24,962.98</u> PO 8/20/19
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FOR ADDITIONAL INFORMATION PLEASE CONTACT: DEPARTMENT OF MANAGEMENT SERVICES AT (850) 488-3053

2019/08/20	<u>0096967</u>	CITY OF FRUITLAND PARK	REGULAR EFT	VRG9007	CST 08/19 #8	<u>9,816.17</u> PO 8/20/19
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FOR ADDITIONAL INFORMATION PLEASE CONTACT: DEPARTMENT OF REVENUE AT (850) 617-8586

2019/08/21	<u>0099981</u>	CITY OF FRUITLAND PARK	REGULAR EFT	VD00070	RvSh08/19 #25	<u>20,096.12</u> PO 8/20/19
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FOR ADDITIONAL INFORMATION PLEASE CONTACT: DEPARTMENT OF REVENUE AT (850) 617-8586

2019/08/21	<u>0100692</u>	CITY OF FRUITLAND PARK	REGULAR EFT	V002549	MH081419 #26	<u>4.25</u> PO 8/20/19
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FOR ADDITIONAL INFORMATION PLEASE CONTACT: DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES AT (850) 617-3301

01522-10225
AL ST PREMIUM DIST

Department of
**MANAGEMENT
SERVICES**

Division of Retirement



Bureau of 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

Ron DeSantis, Governor
Jonathan R. Satter, Secretary

August 19, 2019

The Honorable Christopher Cheshire, Mayor
City of Fruitland Park
506 W. Berckman Street
Fruitland Park, FL 34731-3239

Re: **2018 Premium Tax Distribution**
Fruitland Park Firefighters' Retirement Trust Fund

Dear Mayor Cheshire:

The enclosed state warrant in the amount of \$24,962.98 constitutes the revenue due your city under Chapter 175, Florida Statutes, for calendar year 2018. This warrant is to be deposited into the appropriate Firefighters' Retirement Trust Fund immediately, and under no circumstances more than five days after receipt as provided in §175.131, Florida Statutes.


Please acknowledge your receipt and deposit of this revenue by signing this letter and sending a copy to our office at the following address:

Municipal Police Officers' and Firefighters'
Retirement Trust Funds Office
Division of Retirement
Post Office Box 3010
Tallahassee, Florida 32315-3010

Sincerely,

Steve Bardin
Benefits Administrator
Division of Retirement

Enclosure



(Mayor's Signature)



(Date)

Copy: Chairman, Firefighters' Retirement Fund

Department of
**MANAGEMENT
SERVICES**

Division of Retirement



Bureau of 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

Ron DeSantjs, Governor
Jonathan R. Satter, Secretary

To: Mayor/Fire Commissioner, Addressed Plan

From: Stephen M. Bardin, CGB, FCCM - Benefits Administrator
Municipal Police Officers' & Firefighters' Retirement Fund

Re: Significant variations and special calculations for the 2018 premium taxes

The gross amount of the 2018 taxes for the Firefighters' Pension Trust Funds is \$93,201,748.03, representing an overall increase of 2.79%, and for the Police Officers' Retirement Trust Funds is \$95,152,950.86, representing an overall increase of 6.91%, as compared to the amounts reported for 2017.

Significant variations in the premium tax distribution sometimes occur when insurance companies file amended or late returns for prior years. This may have the effect of inflating amounts received in one year and diminishing amounts received in later years as the "correction" is made in a subsequent distribution. If your city or district experienced a significant variation in reported premiums you may wish to request a detailed listing showing each insurance company reporting premiums sold within your corporate or fire district limits as compared to the amount reported last year. Please contact our office to request a copy.

Pursuant to sections 175.1015(4) and 185.085(4), Florida Statutes, the Department of Revenue assessed a fee of \$50,000 per fund, for a total of \$100,000 to pay their expenses in administering the Insurance Premium Tax (IPT) database. This amount was deducted on a pro-rata basis from each city/district.

Pursuant to section 215.20, Florida Statutes, an 8.0% service charge was also assessed, and is payable to the General Revenue Fund.

You may view a copy of the detailed calculations on our website at www.myflorida.com/frs/mpf showing the gross amount reported and the various assessments. Look under "Facts and Figures," scroll down to Premium Tax History, and click on the 2018 Premium Tax Distributions for Fire and Police.

Please note, despite this year's modest increase in gross Chapter 175 insurance premium tax collections, the amount transferred to the Department of Revenue's Firefighters' Supplemental Compensation Trust Fund has continued to decline. It is possible that the supplemental distribution this October may be smaller than in previous years, if any supplemental distribution is available at all. This determination will be made by the Department of Revenue in late September.

If you have any questions or if this office can be of assistance, please let me know.

cc: Chair, Police Officers' & Firefighters' Retirement Plans

SUMMARY OF
CASH ACCOUNTS
BY FUNDS

AS OF: 30-Aug-2019

	SBOA Investments	USB	Citizens	CDs	Edward Jones	Total	Total Fund
General Fund	\$ 5,702,385	\$ 1,684,853	\$ -	\$ 200,000	Citizens	\$ 7,587,238	\$ 7,786,074 GF
Police/Fire Fee		\$ 70,511				\$ 70,511	
Payroll		\$ 128,325				\$ 128,325	
Redevelopment	\$ 177,846			\$ 100,000	Citizens	\$ 277,846	\$ 277,846 Redevp
Capital Projects	\$ (60,248)			\$ 100,000	Citizens	\$ 39,752	\$ 39,752 CIP
Utility Fund	\$ 36,206,020					\$ 36,206,020	\$ 36,374,040 Utility
						\$ -	
Utility Deposit		\$ 168,020				\$ 168,020	
Municipal FF	\$ 85,312				\$ 522,812	\$ 608,124	\$ 608,124 FF Pension
Recreation	\$ (15,471)					\$ (15,471)	\$ (15,471) Rec
Total Funds	\$ 42,095,845	\$ 2,051,710	\$ -	\$ 400,000		\$ 522,812	\$ 45,070,366