

**FRUITLAND PARK
BOARD OF TRUSTEES FIREFIGHTERS PENSION TRUST FUND MINUTES
November 6, 2017**

A meeting of the City of Fruitland Park Board of Trustees Firefighters Pension Trust Fund was held at the Conference Room at 506 West Berckman Street, Florida, 34731 on Monday, November 6, 2017 at 7:00 p.m.

Members Present: Firefighter Kevin Ducharme (firefighter: fire department appointed), Chair
Firefighter Taylor Luttfiring (firefighter: fire department appointed), Vice
Chair-Secretary
Messrs. Charles “Chuck” Themm (residents: commission-appointed)
Edgar J. “Jerry” Elton (pension board: appointed)
Steve Brooker (residents: commission-appointed), and
City Treasurer Jeannine Racine (alternate)

Also Present: City Clerk Esther B. Coulson.

The chair called the meeting to order at 7:05 p.m.

1. Pledge of Allegiance

The Board recited the Pledge of Allegiance to the Flag.

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. Luttfiring and unanimously carried, the board approved the April 3, 2017 meeting minutes as submitted.

4. Public Comments

There were no public comments at this time.

5. City Treasurer’s Reports

a. 2016 Premium Tax Distribution - Florida Department of Management Services Retirement Correspondence

Ms. Racine reviewed the correspondence from the Ms. Sarah Carr, Florida Department of Management Services Retirement, dated September 5, 2017 regarding the 2016 Premium Tax Distribution and indicated that once they receive acknowledgement, the payment of \$13,323.63 will be approved by the state.

b. 2016 Annual Firefighters Pension Report – Approved Memorandum

Ms. Racine pointed out the September 25, 2017 memorandum from the State of Florida Department of Management Services, Bureau Local Retirement Systems, Municipal Police Officers’ and Firefighters’ Trust Funds Office regarding the 2016 Annual Reports which has been reviewed and approved.

c. 2016 Supplemental Tax Distribution

With reference to the letter dated September 29, 2017 from Ms. Jo Neil Chaaban, the State of Florida Department of Revenue, Revenue Accounting, Ms. Racine noted the approval of transfer of \$724.91 which will be deposited to the trust.

d. Firefighters Pension Accounts: SBA and Edward Jones

Ms. Racine referred to the summary of cash accounts at the close of September 30, 2017 and noted the highlighted funds and the municipal firefighter's general fund (pension) totaling \$544,151 and indicated, under the Comprehensive Accounting Financial Reporting and the charges incurred in placing funds into one account, as reasons why she plans to transfer the majority of funds from the SBA into the Edward Jones account.

e. Terminated Firefighters Contribution Refund Requests

The board considered its action to approve the reimbursement of pension contributions to the following individuals:

- Pablo Echevarria
- Michael Howard
- Madison Leary
- Stephen Ogden
- Sean Parker
- Tyler Ramsey
- Josh Ranize

In response to the chair's description of his current flex position and that he no longer is a volunteer firefighter, Ms. Racine recognized that reimbursement of pension contributions for former volunteer firefighter Mr. David Campbell is pending and indicated that approval can be made at this evening's meeting provided that the necessary documents for processing are completed by November 7, 2017.

After discussion and **on motion of Mr. Themm, seconded by Mr. Elton and unanimously carried, the board approved reimbursement of pension contributions to the aforementioned individuals.**

6. Old Business

There was no old business to come before the board at this time.

7. New Business

There was no new business to address before the board at this time.

8. Board of Trustees' Comments

Later in the meeting and in response to Ms. Coulson's inquiry, Mr. Themm acknowledged

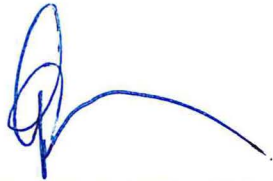
that his membership term will continue to be staggered and that he agreed to serve for another term on the board.

9. Next Meeting Date


After discussion and by unanimous consent, the board agreed that its future meeting times will be at 6:00 p.m. and the next meeting will be held on Monday, January 8, 2018.

10. Adjournment

There being no further business to come before the board at this time, on motion made and seconded, the meeting adjourned at 7:28 p.m.

Submitted: 

Esther B. Coulson, City Clerk



Chair