

WINTER PARK POLICE OFFICERS' RETIREMENT SYSTEM
Quarterly Meeting
12 August 2009
6:00 P.M.

MEMBERS: Detective Murray Daniel, Chairman
 Lt. Randy Durkee, Sec.
 Zelle Washburn, Trustee
 Larry Katz, Trustee
 Don Jung, Trustee

ATTENDEES: Jeff Templeton, Administrator
 Scott Christiansen, Attorney
 Steve Stack, ICC
 Burgess Chambers, BCA
 Larry Wilson, GRS

Det. Murray Daniel, Chairman, called the Meeting to order at 6:05 P.M.

Deputy Chief Art King, WPPD, discussed notebooks that he had compiled. It is called WPPD Pension Board Guidebook. He gave a copy to each Board member and Jeff Templeton.

A motion was made by Randy Durkee and seconded by Zelle Washburn to accept the minutes of the meeting, dated 14 May 2009 and the quarterly financial report. All were in favor.

Burgess Chambers, BCA, gave his report. He reported that for the quarter the fund was up +9.3%, for the fiscal year down -9.2% and for the one-year-period down -12.5%. Burgess felt that they had a modest return and their fund had beaten the State Retirement System by approximately 6%.

Steve Stack, ICC gave his report. The fund was up 17.74% for the quarter, down -24.18% for the fiscal year, and down -18.68% for the three-year-period. He felt that the portfolio had responded well for the quarter.

Larry Wilson, GRS, stated that the Florida State Retirement was down -19.0%

Scott Christiansen, attorney, gave his report:

He stated that he had checked with Patricia Shoemaker (State of Florida) and that all Financial Disclosure Forms had been received from the Board Members.

He stated that he had sent the Ordinance to the City of Winter Park and City Manager Randy Knight was concerned about the DROP and how the unused vacation affected it. Scott said that he had spoken to Larry Wilson and that under the state funding there is no cost. Chairman Pat McCabe had talked to the City Manager and asked Scott to resend the Ordinance taking out the DROP and the impact concerning vacation and re-issue.

A motion was made by Zelle Washburn and seconded by Murray Daniel for Scott Christiansen to take out the proposed DROP changes from the Proposed Ordinance and re-submit it the City. All were in favor.

A motion was made by Murray Daniel and seconded by Randy Durkee to have Scott Christiansen do a Summary Plan revision. All were in favor.

Scott said that the money from the State for the Police Department was \$338,998.13 it will be received in August.

Jeff Templeton spoke to the Board in reference to the allocation of funds under certain conditions. For example, a large number of DROP members came out of DROP near the same time that caused the Custodian to be short of funds to pay the retirees.

A motion was made by Murray Daniel and seconded by Larry Katz to give the plan administrator the authority to contact one of the money managers and request a wire transfer when needed by the Custodian. When time permits that the plan administrator should contact the Consultant who will advise which funds the money will be taken from and also notify the Chairman of that Funds Board. When time does not permit the plan administrator has permission to make the decision as to where the funds will come from and then notify the Consultant and the Chairman as soon as possible. The transfers will only be made to the Custodian. All were in favor.

The meeting with the insurance company that now is handling all of the City of Apopka's retirement funds was discussed. The meeting that took place was with both board chairmen and Jeff at the request of the City Manager. Scott

not advantageous to their fund. The Board agreed that it was not the time to look at changing the financial plan.

Zelle Washburn, Trustee for many years resigned her position on the Board.

Murray Daniel, Chairman introduced Sandy Modell as the potential 5th member replacing Zelle. A motion was made by Murray Daniel and seconded by Randy Durkee to appoint Sandy Modell as the 5th member of the WPPD pension board. All were in favor.

Jeff Templeton told the board that he would take care of the forms for Zelle leaving the board. He would also have Sandy Model complete the Financial Disclosure Form for the state.

The meeting was adjourned at 6:33 P.M.

Respectfully submitted,

Randy Durkee #

Lt. Randy Durkee, Secretary

**WINTER PARK POLICE OFFICERS' RETIREMENT SYSTEM
WINTER PARK FIRE FIGHTERS' PENSION TRUST FUND**

Quarterly Meeting

Agenda

¹²
**August 13, 2009
5:00 P.M.**

- I. Call to order
- II. Randy Knight, City Manager of the City of Winter Park,
Discussion of the cost of funding Police Officers' and Fire Fighters' pension plans
- III. Discussion of alternate methods of investments
- IV. Adjournment

Meeting to be held at The City of Winter Park Public Safety Building, 2nd Floor, 343 W. Canton Avenue, at 5:00 P.M. on Thursday, August 13, 2009.

NOTE: According to Florida State Statute 286.0105, anyone who has business in front of this Board and needs a transcript will be responsible to provide said transcript.

NOTE: In accordance with the Americans with Disabilities Act and 286.26, Florida Statutes, persons with disabilities needing special accommodations to participate in this proceeding should contact Jeffrey C. Templeton no later than seven days prior to the proceeding at telephone number (407) 657-2872 for assistance; if hearing impaired, telephone the Florida Relay Service Numbers, (800) 955-8771 (TTD) or (800) 955-9700 (VOICE), for assistance.

**WINTER PARK POLICE OFFICERS' RETIREMENT SYSTEM
WINTER PARK FIRE FIGHTERS' PENSION TRUST FUND**

Special Meeting

12 August 2009

5:00 P.M.

WPPD BOARD

Murray Daniel, Chairman

Randy DURkee, Sec.

Larry Katz, Trustee

Don Jung, Trustee

Zelle Washburn, Trustee

WPF D BOARD

Chief Pat McCabe, Chairman

Mike Clifford, Trustee

Tony Gray, Trustee

Tony Grey, Trustee

Special Guest: Randy Knight, City Manager, and City of Winter Park

Attendees: Scott Christiansen, Plans Attorney
Larry Wilson, Plans Actuary
Burgess Chambers, Plans Consultant
Jeff Templeton, Plan Administrator

Chief Pat McCabe, Chairman, and Winter Park Fire Fighters' Pension Trust Fund called the meeting to order at 5:03 P.M.

Chairman Pat McCabe introduced Randy Knight, City Manager, City of Winter Park to the Board and told the Board that Mr. Knight had asked to address both Police and Fire Pension Boards concerning budget information present and future.

Mr. Knight told the Boards that he had given the City Commission a balanced budget for 2010 budget. He wanted to speak to the boards in reference to future budgets. He is hoping that the Boards could find ways that in the 2011 budget where reductions could be made and implemented. He stated that the Commissioners were looking at ways to control increase throughout the City and are not targeting specific departments or been giving specific numbers at this time.

Mr. Knight was told that an Actuary Impact Statement had to be completed before any changes would be made or considered.

There were questions asked to Mr. Knight by several of the Trustees. Scott Christiansen, plan attorney, explained that in Florida State Statutes 175/185/ concerning Municipal Police and Fire Departments there are provisions concerning

limits on benefits. Larry Wilson, GRS, Actuary gave information from the 1 October 2008 Valuation to give Mr. Knight further information concerning the benefits and the State Statutes. Mr. Christiansen and Mr. Wilson provided guidelines and information on the management of both plans to Mr. Knight. They both explained that the funds were both well funded. In comparison to other Cities were in line or better as of 1 October 2008.

Scott Christiansen explained that internal costs have been reduced thus saving approximately \$60,000. The State of Florida Retirement loss was approximately 19%. Pat McCabe noted that for at least the last 18 months the Boards had been diligently protecting the funds of both plans.

Randy inquired if the plans could be combined. Scott Christiansen stated that there would be no savings to the city. The actuary stated that the State required report for both plans separately.

Randy inquired about the COLA's. Scott stated that currently retirees couldn't have benefit changes. The Boards cannot change any benefits.

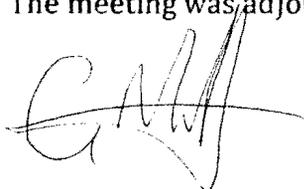
New employees could have different benefits'. At this time WPPD & WPDF have a 3% COLA at age 60 compared to OPD/OFD 2% at age 55.

Scott Christiansen and Larry Wilson were very informative as they shared their expertise in discussing their dealing with the legal and financial workings of both boards. They gave Randy explanations of the benefits and how the boards both work to provide the best for the PD and FD members in regard to their retirement's funds.

A motion was made by Pat McCabe and seconded by Tony Grey, Winter Park Fire Fighters' Pension Trust Fund and Murray Daniel and seconded by Randy Durkee, Winter Park Police Officers' Retirement System, to have Chairman Pat McCabe and Chairman Murray Daniel head a committee to discuss benefits saving in the future. They will have a Union Rep from the FD and PD and 3 employees from both FD and PD on the committee. All were in favor from both Boards.

Jeff spoke to both boards about the meeting with the Insurance Company that had met with Pat, Murray and Jeff concerning the possibility of an insurance company running all retirement plans of the city. Jeff explained that he had been in contact with the City of Apopka that has gone to this type of retirement management. Scott Christiansen gave his comments concerning this method of management and that he quit working for the Apopka PF and FD after he gave them reason why he thought it was not good management of funds. Jeff shared that their basis points were extremely high. Larry Wilson added that they are unfamiliar with the Fla. State Statutes dealing with municipal retirement funds. Both Boards agreed that it is not the time to look at changing the financial plan.

The meeting was adjourned at 5:45 P.M.

A handwritten signature in black ink, appearing to be 'G. M. J.', is written over the text of the meeting's adjournment.