

CITY OF HOLLY HILL, FLORIDA
POLICE PENSION FUND BOARD OF TRUSTEES
AGENDA • NOVEMBER 14, 2019

**Holly Hill Police Dept.
Training Room**

Police Pension Fund Board of Trustees

11:00 AM

**CITY HALL
1065 RIDGEWOOD AVENUE
HOLLY HILL, FL 32117**

City Clerk's office: (386) 248-9441 - Fax: (386) 248-9448



Holly Hill Police Dept. Training Room
City Hall
Holly Hill, FL 32117

BOARD MEMBERS

Chairman

Chief Steve Aldrich

Sergeant Thomas Bentley
Lieutenant Chris Yates
Robert W. Taylor
Charlie Sharp

CITY CLERK

Valerie Manning

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **APPROVAL OF MINUTES**
 1. Minutes - August 15, 2019 Police Pension Board Meeting
(Requested by Valerie Manning, City Clerk)
4. **CHAIRPERSON'S REPORT**
 - a. Report from Chairman of Police Pension Board
(Requested by Valerie Manning, City Clerk)
5. **OLD BUSINESS**
 - a. 3rd Quarter Report - Frank Wan (Burgess Chambers)
6. **NEW BUSINESS**
 1. New Business for Police Pension Board
(Requested by Valerie Manning, City Clerk)
7. **OTHER BUSINESS**
 1. 2020 Meeting Dates
(Requested by Valerie Manning, City Clerk)
8. **ADJOURNMENT**

Website Address – www.hollyhillfl.org (City Clerk)

NOTICE – If any person decides to appeal any decision of the Police Pension Board, he/she will need a record of the proceedings and, for that purpose, he/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. The City does not prepare or provide such a record.



For special accommodations, please notify the City Clerk's Office at least 72 hours in advance. (386) 248-9441



Help for the hearing impaired is available through the Assistive Listening System. Receivers can be obtained from the City Clerk's Office.

In accordance with the Americans with Disabilities Act (ADA), persons needing a special accommodation to participate in the Police Pension Board proceedings should contact the City Clerk's Office no later than three (3) days prior to the proceedings.



**STAFF REPORT
CITY OF HOLLY HILL, FLORIDA**

3.1

**Police Pension Board
Agenda Item**

MEETING DATE: November 14, 2019
FROM: Valerie Manning
SUBJECT: Minutes - August 15, 2019 Police Pension Board Meeting
NUMBER: (ID # 2767)
APPLICANT:
PLANNER:

DISCUSSION:

Minutes from the August 15, 2019 Police Pension Board meeting.

MOTION:

Approve the minutes as submitted by staff.

- August 15, 2019 Minutes for Nov. 14 Agenda (PDF)

HOLLY HILL POLICE OFFICERS' RETIREMENT TRUST FUND

Thursday August 15, 2019

11:00 AM

Holly Hill Police Department Training Room

Minutes

1. Call to Order

Meeting was called to order at 10:55 AM

2. Roll Call

Members Present

Stephen Aldrich

Christopher Yates

Charlie Sharp

Robert Taylor

Thomas Bentley

Guests

Sheliza Bhola - Finance

Frank Wan - BCA

Paul Daragjati – Paul Daragjati PLC

Jeff Miller – Deputy Chief

Heidi Heller – Citizen

3. Approval of Last Meeting's Minutes

a. May 9, 2019

Motion to Approve made by Sharp, 2nd by Bentley

All in favor, Motion approved

4. Chairman's Report

a. 2019/2020 Budget Approval

Motion to Approve made by Sharp, 2nd by Taylor

All in favor, Motion approved

b. Former Officer Jeff Moser has received his final payout.

c. Former Officer Misti Howey has requested her pension benefit calculations. She will be eligible to receive her benefits April 1, 2027

Attachment: August 15, 2019 Minutes for Nov. 14 Agenda (2767 : Minutes)

5. Old Business

- a. 2nd Quarter Report – Frank Wan: For the 2nd Quarter the plan made \$460,000.00 after all fees. That is a 4.7% increase to the total plan.

6. New Business

- a. Frank Wan asked that the board approve an Authorization to Rebalance letter.
Motion to Approve made by Sharp, 2nd by Taylor
All in favor, Motion approved
- b. Paul Daragjati proposed a new Ordinance that would mirror what the fire pension plans uses. This would clean up the verbiage and remove the grey areas out of the ordinance. This will also better meet State Statute guidelines.
Motion to Approve made by Yates, 2nd by Bentley
All in favor, Motion approved
- c. Payment of Outstanding Bills
Paul Daragjati (Attorney Service): \$1427.00
Salem Trust (Custodial Services): \$776.19
Motion to Approve made by Yates, 2nd by Sharp
All in favor, Motion approved

7. Other business

- a. Remaining 2019 meeting dates have been set for November 14, 2019. Meetings will be held in the Holly Hill Police Department's Training Room, at 11:00.

Adjournment

11:50 PM

Chairman – Stephen Aldrich

Secretary – Christopher Yates

Minutes – Christopher Yates

Attachment: August 15, 2019 Minutes for Nov. 14 Agenda (2767 : Minutes)



Police Pension Board

SCHEDULED

CHAIRPERSON'S REPORT (ID # 2768)

Meeting: 11/14/19 11:00 AM
Department: City Clerk
Category: Chairperson's Report
Prepared By: Valerie Manning
Initiator: Valerie Manning
Sponsors:
DOC ID: 2768

4.a

Report from Chairman of Police Pension Board

- Pension Ordinance has been updated to mirror the FD Pension Ordinance Governing investments. A copy of the new Ordinance will be sent to the State within the week.
- Several members of the Pension Board recently attended the Florida Pension Seminar in Orlando.
- Past Officer, Matthew Spence, has been refunded his contribution.
- Foster and Foster sent the COLA information for 2019-2020 and the request for the COLA increases have been scheduled with Salem Trust.
- Salem Trust will be allowed to provide Clearwater Analytics, LLC access to the Pension Plan's account information to provide daily transaction information.



**STAFF REPORT
CITY OF HOLLY HILL, FLORIDA**

6.1

**Police Pension Board
Agenda Item**

MEETING DATE: November 14, 2019
FROM: Valerie Manning
SUBJECT: New Business for Police Pension Board
NUMBER: (ID # 2769)
APPLICANT:
PLANNER:

Payment of outstanding bills:

1. Paul Daragjati (Attorney services) - \$465.00
2. Salem Trust (Custodial services) - \$1,750.00
3. Burgess Chambers (Investment services, 2nd Quarter) - \$5,523.68
4. Burgess Chambers (Investment services, 3rd Quarter) - \$5,615.52



STAFF REPORT
CITY OF HOLLY HILL, FLORIDA

7.1

Police Pension Board
Agenda Item

MEETING DATE: November 14, 2019
FROM: Valerie Manning
SUBJECT: 2020 Meeting Dates
NUMBER: (ID # 2770)
APPLICANT:
PLANNER:

Meeting dates for 2020 Police Pension Board meetings:

February 6, 2020

May 14, 2020

August 13, 2020

November 19, 2020

Meetings will be held in the Holly Hill Police Department Training Room at 11:00 AM.