

City of Clearwater

*City Hall
112 S. Osceola Avenue
Clearwater, FL 33756*



Meeting Minutes

Monday, September 12, 2016

1:00 PM

Council Chambers

Pension Trustees

Roll Call

Present 5 - Chair George N. Cretekos, Trustee Doreen Caudell, Trustee Bob Cundiff, Trustee Hoyt Hamilton, and Trustee Bill Jonson

Also Present – William B. Horne – City Manager, Jill Silverboard – Deputy City Manager, Pamela K. Akin – City Attorney, Rosemarie Call – City Clerk, Nicole Sprague – Official Records and Legislative Services Coordinator, and Joe Roseto – Human Resources Director

To provide continuity for research, items are listed in agenda order although not necessarily discussed in that order.

Unapproved

1. Call To Order – Chair Cretekos

The meeting was called to order at 1:24 p.m. at City Hall.

2. Approval of Minutes

- 2.1 Approve the minutes of the August 15, 2016 Pension Trustees Meeting as submitted in written summation by the City Clerk.

Trustee Cundiff moved to approve the minutes of the August 15, 2016 Pension Trustees Meeting as submitted in written summation by the City Clerk. The motion was duly seconded and carried unanimously.

3. Citizens to be Heard Regarding Items Not on the Agenda – None.

4. New Business Items

- 4.1 Approve the new hires for acceptance into the Pension Plan as listed.

Name/Job Classification/Department	Pension Eligibility Date
Todd Selby, Fleet Mechanic, General Services	07/11/2016
Jeremy Shaw, Drafting and Mapping Technician, Engineering	07/11/2016
Ryan Bianca *, Police Officer, Police	07/11/2016
Patrick Volpe, Police Officer, Police	07/11/2016
Darius Moore **, Solid Waste Worker, Solid Waste	07/11/2016
Janet Roehrich ***, Development Review Tech., Planning and Dev.	07/23/2016
Michael Marry ****, Stormwater Technician II, Engineering	07/25/2016
Catherine Corcoran *****, Park Support Spec., Parks and Rec.	07/25/2016

Ryan Healy, Parks Service Technician I, Parks and Rec.	07/25/2016
Tania Vasquez, Customer Service Rep., Planning and Dev.	07/25/2016
Patricia McPhillips, Police Information Technician I, Police	07/25/2016
Lacey Teagues, Police Communications Operator Trainee, Police	07/25/2016
Heather Geiler, Police Communications Operator Trainee, Police	07/25/2016
Richard Podolsky, Police Communications Operator Trainee, Police	07/25/2016
Sylvester Hall, Solid Waste Equipment Operator, Solid Waste	07/25/2016
Logan Smith, Solid Waste Equipment Operator, Solid Waste	07/25/2016

* Ryan Bianca was employed in part time temporary positions through AmeriCorps from 01/02/2014 to 12/12/2014 and 01/05/2015 to 12/11/2015. He was hired into a full time position on 07/11/2016 and will be eligible for pension as of 07/11/2016.

** Darius Moore was employed in a part time temporary position from 02/22/2016 to 07/10/2016, and then hired into a full time position on 07/11/2016. He will be eligible for pension as of 07/11/2016.

*** Janet Roehrich was previously employed in a full time position from 02/06/1995 to 07/19/1998, and a part time position from 07/20/1998 to 07/22/2016. She was hired into a full time position on 07/23/2016 and will be eligible for pension as of 07/23/2016.

**** Michael Marry was employed in a part time temporary position from 04/18/2016 to 07/22/2016, and then hired into a full time position on 07/25/2016. He will be eligible for pension as of 07/25/2016.

***** Catherine Corcoran was employed in a part time temporary position from 01/12/2013 to 09/27/2013. She was hired into a full time position on 07/25/2016 and will be eligible for pension as of 07/25/2016.

Trustee Hamilton moved to approve the new hires for acceptance into the Pension Plan as listed. The motion was duly seconded and carried unanimously.

4.2 Approve the following request of employee Emanuel Dudley, Solid Waste General Services Department to vest their pension as provided by Section 2.419 of the Employees' Pension Plan.

Emanuel Dudley, Solid Waste Equipment Operator, Solid Waste General Services Department, was employed by the City on May 2, 2005 and began participating in the Pension Plan on that date. Mr. Dudley terminated from city employment on July 29, 2016.

The Employees' Pension Plan provides that should an employee cease to be an employee of the City of Clearwater or change status from full-time to part-time after completing ten or more years of creditable service (pension participation), such employee shall acquire a vested interest in the retirement benefits. Vested pension payments commence on the first of the month

following the month in which the employee normally would have been eligible for retirement.

Section 2.416 provides for normal retirement eligibility for non-hazardous duty employees hired prior to the effective date of this reinstatement (January 1, 2013), a member shall be eligible for retirement following the earlier of the date on which a participant has reached the age of fifty-five years and completed twenty years of credited service; the date on which a participant has reached age sixty-five years and completed ten years of credited service; or the date on which a member has completed thirty years of service regardless of age. For non-hazardous duty employees hired on or after the effective date of this restatement, a member shall be eligible for retirement following the earlier of the date on which a participant has reached the age of sixty years and completed twenty-five years of credited service; or the date on which a participant has reached the age of sixty-five years and completed ten years of credited service. Mr. Dudley will meet the non-hazardous duty criteria and begin collecting a pension in November 2033.

Section 2.416 provides for normal retirement eligibility for hazardous duty employees, a member shall be eligible for retirement following the earlier of the date on which the participant has completed twenty years of credited service regardless of age, or the date on which the participant has reached fifty-five years and completed ten years of credited service.

Trustee Jonson moved to approve the following request of employee Emanuel Dudley, Solid Waste General Services Department to vest their pension as provided by Section 2.419 of the Employees' Pension Plan. The motion was duly seconded and carried unanimously.

- 4.3** Approve the following request of employees Dale Fitzpatrick, Solid Waste General Services Department, Debora Kendall, Parks and Recreation Department, Elaine V. Lewis, Police Department, Margarita Lyons, Library Department, and Julia Tynefield, Parks and Recreation Department for a regular pension as provided by Sections 2.416 and 2.424 of the Employees' Pension Plan.

Dale Fitzpatrick, Building and Maintenance Supervisor, Solid Waste General Services Department, was employed by the City on October 19, 1987, and his pension service credit is effective on that date. His pension will be effective August 1, 2016. Based on an average salary of approximately \$61,612.21 over the past five years, the formula for computing regular pensions and Mr. Fitzpatrick's selection of the 100% Joint and Survivor Annuity, this pension

benefit will be approximately \$44,347.56 annually.

Debora Kendall, Parks Service Tech III, Parks and Recreation Department, was employed by the City on February 8, 1988, and her pension service credit is effective on that date. Her pension will be effective October 1, 2016. Based on an average salary of approximately \$46,941.86 over the past five years, the formula for computing regular pensions and Ms. Kendall's selection of the Life Annuity, this pension benefit will be approximately \$36,923.40 annually.

Elaine V. Lewis, Police Office Specialist, Police Department, was employed by the City on March 1, 1999, and her pension service credit is effective October 7, 2002. Her pension will be effective October 1, 2016. Based on an average salary of approximately \$40,724.81 over the past five years, the formula for computing regular pensions and Ms. Lewis' selection of the Life Annuity, this pension benefit will be approximately \$15,660.36 annually.

Margarita Lyons, Library Assistant, Library Department, was employed by the City on October 17, 1994, and her pension service credit is effective on that date. Her pension will be effective October 1, 2016. Based on an average salary of approximately \$34,897.73 over the past five years, the formula for computing regular pensions and Ms. Lyons' selection of the 50% Joint and Survivor Annuity, this pension benefit will be approximately \$22,256.04 annually.

Julia Tynefield, Personnel/Payroll Technician, Parks and Recreation Department, was employed by the City on January 16, 2001, and her pension service credit is effective on that date. Her pension will be effective October 1, 2016. Based on an average salary of approximately \$31,423.84 over the past five years, the formula for computing regular pensions and Ms. Tynefield's selection of the Life Annuity, this pension benefit will be approximately \$13,557.72 annually.

Section 2.416 provides for normal retirement eligibility for non-hazardous duty employees hired prior to the effective date of this reinstatement (January 1, 2013), a member shall be eligible for retirement following the earlier of the date on which a participant has reached the age of fifty-five years and completed twenty years of credited service; the date on which a participant has reached age sixty-five years and completed ten years of credited service; or the date on which a member has completed thirty years of service regardless of age. For

non-hazardous duty employees hired on or after the effective date of this restatement, a member shall be eligible for retirement following the earlier of the date on which a participant has reached the age of sixty years and completed twenty-five years of credited service; or the date on which a participant has reached the age of sixty-five years and completed ten years of

credited service. Mr. Fitzpatrick, Ms. Kendall, Ms. Lewis, Ms. Lyons and Ms. Tynefield have met the non-hazardous duty criteria.

Section 2.416 provides for normal retirement eligibility for hazardous duty employees, a member shall be eligible for retirement following the earlier of the date on which the participant has completed twenty years of credited service regardless of age, or the date on which the participant has reached fifty-five years and completed ten years of credited service.

Trustee Caudell moved to approve the following request of employees Dale Fitzpatrick, Solid Waste General Services Department, Debora Kendall, Parks and Recreation Department, Elaine V. Lewis, Police Department, Margarita Lyons, Library Department, and Julia Tynefield, Parks and Recreation Department for a regular pension as provided by Sections 2.416 and 2.424 of the Employees' Pension Plan. The motion was duly seconded and carried unanimously.

4.4 Approve the recommended pension plan expenditures for fiscal year 2017, totaling \$338,900.

The Employees' Pension Plan does not have a legally required budget, however all expenditures must be approved by the Trustees. The following are routine administrative expenditures that staff is requesting approval of for administrative efficiency.

The recommended expenditures for fiscal year 2017 reflect a \$20,500, or 6.4%, increase from the fiscal 2016 expenditures. This increase is primarily due to a one-time expenditure of \$15,000 to convert the pension payroll administrator's cubicle to an office. This will provide privacy for pension-related consultations with employees and pensioners.

Training and travel are the estimated costs of pension-related training and travel, including fiduciary training for the Trustees and Pension Advisory Committee (PAC) members. This is a not-to-exceed amount given uncertainty regarding the number of Trustees and PAC members that may elect to pursue training.

Reimbursements to the General Fund and Central Insurance Fund are for the cost of oversight and administration of the Plan. The reimbursements are for services provided by Human Resources, Payroll, and Finance personnel, along with related operating expenditures.

The firm of Klausner, Kaufman, Jensen and Levinson currently serves as the Plan's pension attorneys. Annual attorney fees also include medical bills for medical services authorized by the PAC, as well as attorney fees for disability cases and hearings.

Money manager, performance measurement consulting, safekeeping, and actuary fees are all governed by contracts separately approved by the Trustees, and are not included in this agenda item total.

APPROPRIATION CODE AND AMOUNT:

0646-xxxxx-5xxxxx (various pension plan expenditure codes)

In response to questions, Finance Director Jay Ravins said the reimbursement to the central insurance fund is for Human Resources personnel that are charged to the central insurance fund. The dedicated office space will allow the employee to review documents and receive appointments in one private location, rather than walking to a conference room.

Trustee Cundiff moved to approve the recommended pension plan expenditures for fiscal year 2017, totaling \$338,900. The motion was duly seconded and carried unanimously.

5. Adjourn

The meeting adjourned at 1:29 p.m.

Attest

Chair
Employees' Pension Plan Trustees

City Clerk