

The City of Wilton Manors' Firefighter's Pension Board will be conducting a "Hybrid" Pension Meeting in the City Commission Chambers with limited public access and utilizing communications media technology ("CMT") for additional public access, in accordance with City of Wilton Manors Ordinance No. 2020-11, and City of Wilton Manors Emergency Order 2021-01.

AGENDA
CITY OF WILTON MANORS FIREFIGHTER'S
HYBRID PENSION BOARD MEETING
Tuesday March 29, 2022 at 4:30 pm.

1. **Call to Order**
2. **Roll Call**
3. **Additions/Deletions**
4. **Comments from the Public**
Any member of the Public may speak on any issue for three (3) minutes
5. **Approval of Minutes**
December 7, 2021 (Hybrid Pension Meeting)
6. **Receive & File**

Warrant #2021-014	
• Joan wall-12/16/21 invoice 8/4/21 – 12/6/21	\$112.86
Warrant #2022-001	
• KSDT, CPA Invoice #109168 12/31/2021	\$2,000.00
• Klausner, Kaufman, Jensen and Levinson 12/ 31/21 Inv.	\$312.50
Warrant #2022-002	
• Gabriel, Roeder, Smith & Co. Invoice #468519	\$1,925.00
Warrant #2022-003	
• KSDT, CPA Invoice #111574 2/28/2022	\$1,000.00
Warrant #2022-004	
• Gabriel, Roeder, Smith & Co. Invoice #469512	\$5,111.00
March 16, 2022 GRS-GASB No. 67 Disclosure Information for the FYE 9/30/2021	
Corrected 2021 Special Tax Notice	
7. **Bookkeeping Services**
8. **New Business**
 - KSDT, CPA - Draft Financial Statement 9/30/2021
 - KSDT, CPA Management Representation Letter
9. **Report from Pension Attorney**
10. **Reports from Board Members**
11. **Adjournment**

***The Public may participate in the meeting in several ways:**

1. Videoconference – the meeting will be hosted online using Zoom. The public may join the meeting online by selecting “join meeting” and entering the meeting number of **916 4353 4394** Passcode:719791 Attendees should visit Zoom and test their connections in advance of the meeting.
2. The public may also provide input in advance that will be entered into the record at the beginning of the meeting. *Such input must be submitted in writing in advance of the meeting by email to jhoekstra@wiltonmanors.com. If you desire for your written comments to be read into the record during the meeting, please indicate so and limit them to 300 words. Written comments in excess of 300 words will be entered into the meeting record and distributed to the Board before the start of the meeting. For questions regarding public comment or connecting to the electronic meeting contact Judith Hoekstra, Administrative Assistant, jhoekstra@wiltonmanors.com.*

Zoom Information:

Topic: Fire and Pension Board of Trustees Meetings

Time: This is a recurring meeting Meet anytime

Join Zoom Meeting

<https://wiltonmanors.zoom.us/j/91643534394?pwd=Vng0WGdzNXIVcU9rdUdMMHNtallqdz09>

Meeting ID: 916 4353 4394

Passcode: 719791

One tap mobile

+13017158592,,91643534394# US (Washington DC) +13126266799,,91643534394# US (Chicago)

Dial by your location

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

877 853 5247 US Toll-free

888 788 0099 US Toll-free

833 548 0276 US Toll-free

833 548 0282 US Toll-free

Meeting ID: 916 4353 4394

Find your local number: <https://wiltonmanors.zoom.us/j/kdp4kXRfrG>

Wilton Manors Fire Hybrid Pension
Board Meeting
Minutes for December 7, 2021

Call to Order

Chairman Rothe called the Firefighter Pension Meeting to order at 4:30 pm

Roll Call

Archacki	in attendance at meeting
Kalis	in attendance at meeting
Keefe	Virtually present at meeting
Ridout	Virtually present at meeting
Chairman Rothe	in attendance at meeting

Others Present

Adam Levinson, Attorney - Virtually present
Pennie Zuercher, Finance Director

Additions/Deletions

Comments from the Public

Any member of the Public may speak on any issue for three (3) minutes

Approval of Minutes

September 7, 2021 (Hybrid Pension Meeting)

Trustee Archacki made a motion to approve the minutes of September 7, 2021, seconded by Trustee Keefe. Approved Unanimously

Receive & File

Warrant #2021-010	
• Judith A. Hoekstra	\$200.00
Warrant #2021-011	
• Gabriel, Roeder, Smith & Co. Invoice #464323	\$3,300.00
Warrant #2021-012	
• KSDT, CPA Invoice #106010 9/30/2021	\$500.00
Warrant #2021-013	
• Gabriel, Roeder, Smith & Co. Invoice #464323	\$1,900.00
Klausner, Kaufman, Jensen and Levinson August 31, 2021 Invoice	0
Klausner, Kaufman, Jensen and Levinson September 30, 2021 Invoice	0
October 6, 2021 letter – Re: Premium Tax Distribution	\$94,262.84
October 14, 2021 – GRS GASB No. 68 Disclosure Information for Reporting Year Ending September 30, 2021	

Bookkeeping Services

Attorney Levinson said that the GE & Police Board have been talking about this for the past year. The City's Finance Director had said she would like to see a little more redundancy with the bookkeeping. The GE & Police Board decided to go with GRS who contracts out to an outside bookkeeper who can provide these services. There will be two (2) bookkeepers for a while, Joan Wall will help with the Audit Report and help transition over to the new bookkeeper, Jeanne Kennedy. Attorney Levinson said if the Chair hasn't signed the Bookkeeper Contract make sure he gets a copy to sign, this was approved at the last meeting. Attorney Levinson said the reason for the change was to have things run smoothly and efficiently.

Chairman Rothe asked about the State Report and was told it was approved. The State Report for this year will be completed sometime in March.

New Business

Discussion Share Plan Distribution

Attorney Levinson said once we get the certification from the actuary, then the Share Plan Distributions can be made. The Ordinance states that the share distribution should be allocated on or about March 15th. Attorney Levinson said he encourages the Fire Board to look at the reports that the GE & Police Board receive, this was a good fiscal year.

Report from Pension Attorney

In Tallahassee everything seems to be quite on the pension side. Things are all pretty good & looks forward to seeing everyone at the next meeting.

Reports from Board Members

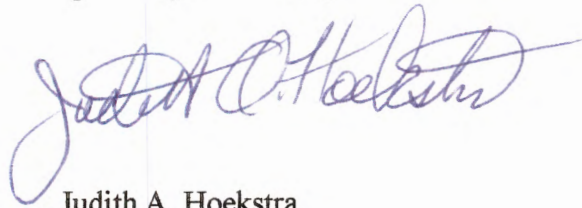
Trustee Archacki made a motion to distribute the share plan distribution after January 1st and when it is certified by the actuary, seconded by Trustee Kalis.

Trustee Ridout made a motion for a member to receive a pension benefit when eligible, after the actuary certifies the calculation.

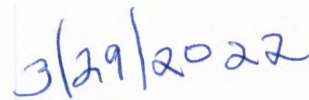
Adjournment

Trustee Ridout made a motion to adjourn the meeting,

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "Judith A. Hoekstra", written over a light blue rectangular background.

Judith A. Hoekstra
Recording Secretary

A handwritten signature in blue ink, appearing to read "RW Ridout", written over a light blue rectangular background.A handwritten date in blue ink, "3/29/2022", written over a light blue rectangular background.