

POMPANO BEACH POLICE & FIREFIGHTERS' RETIREMENT SYSTEM

**2335 EAST ATLANTIC BLVD.
SUITE 400
POMPANO BEACH, FLORIDA**

**BOARD OF TRUSTEES MINUTES
REGULAR MEETING
SEPTEMBER 18, 2017**

The Board of Trustees convened at the Pompano Beach Police and Firefighters' Pension Office, Pompano Beach, Florida. The Chairman called the meeting to order at 3:05 PM.

PRESENT: Chairman Paul O'Connell
Vice-Chairman Richard Samolewicz
Trustee Sharra Aaronian
Trustee Daniel Christophers
Trustee Robert Drago
Trustee Vincent Femia (arrived at 3:55 PM)
Trustee David Hall (arrived at 3:32 PM)
Trustee Jorge Rossi

ABSENT: Trustee Peter McGinnis

ALSO PRESENT: Pedro Herrera, Esq., Board Attorney
Debra Tocarchick, Executive Director

VISITORS: None

AUDIENCE TO BE HEARD

None

APPROVAL OF AGENDA

MOTION: To approve the agenda for September 18, 2017, as presented.
PASSED 6-0.

| | | | | |
|--------------|---|---|---|--|
| O'Connell | | | X | |
| Samolewicz | | | X | |
| Aaronian | | X | X | |
| Christophers | X | | X | |
| Drago | | | X | |
| Rossi | | | X | |

SEATING OF ELECTED AND APPOINTED TRUSTEES

Chairman O'Connell noted that the Board would be seating elected and appointed Trustees. It was noted that these Trustees must abstain from voting for themselves and complete Form 8B, Memorandum of Voting Conflict, which must be attached to the minutes.

MOTION: To seat appointed Trustee Richard Samolewicz for a three-year term expiring September 12, 2020. PASSED 5-0 (Trustee Samolewicz abstained).

| | | | | |
|--------------|---|---|---|--|
| O'Connell | | | X | |
| Aaronian | | | X | |
| Christophers | X | | X | |
| Drago | | | X | |
| Rossi | | X | X | |

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| Board of Trustees Minutes Page Two | September 18, 2017 | TRUSTEES | M | S | Y | N |
|--|---|----------|----------|----------------------------------|----------------------------------|---------|
| <p>MOTION: To seat elected Trustee Vincent Femia for a three-year term expiring September 12, 2020. PASSED 6-0.</p> | <p>O'Connell Samolewicz Aaronian Christophers Drago Rossi</p> | <p>X</p> | <p>X</p> | <p>X X X X X</p> | <p>X X X X X</p> | <p></p> |
| <p>MOTION: To seat elected Trustee Daniel Christophers for a three-year term expiring September 12, 2020. PASSED 5-0 (Trustee Christophers abstained).</p> | <p>O'Connell Samolewicz Aaronian Drago Rossi</p> | <p>X</p> | <p>X</p> | <p>X X X X</p> | <p>X X X X</p> | <p></p> |
| <p><u>APPROVAL OF MINUTES</u></p> | | | | | | |
| <p>MOTION: To waive the reading of the minutes of the Professional Advisors Committee meeting on August 21, 2017, the Regular Board Meeting on August 21, 2017 and the Budget Committee meeting on August 29, 2017, and to approve same as submitted. PASSED 6-0.</p> | <p>O'Connell Samolewicz Aaronian Christophers Drago Rossi</p> | <p>X</p> | <p>X</p> | <p>X X X X X</p> | <p>X X X X X</p> | <p></p> |
| <p><u>APPROVAL OF RETIREMENT APPLICATION</u></p> | | | | | | |
| <p>MOTION: To approve the Normal Retirement Application (Deferred Vested) from William Jackson effective October 13, 2017. PASSED 6-0.</p> | <p>O'Connell Samolewicz Aaronian Christophers Drago Rossi</p> | <p>X</p> | <p>X</p> | <p>X X X X X</p> | <p>X X X X X</p> | <p></p> |
| <p><u>APPROVAL OF DROP APPLICATION</u></p> | | | | | | |
| <p>MOTION: To approve the application for Normal Retirement and DROP Entry effective October 1, 2017 from Firefighter Jose Diaz. PASSED 6-0.</p> | <p>O'Connell Samolewicz Aaronian Christophers Drago Rossi</p> | <p>X</p> | <p>X</p> | <p>X X X X X</p> | <p>X X X X X</p> | <p></p> |
| <p><u>APPROVAL OF DROP LOAN APPLICATION</u></p> | | | | | | |
| <p>MOTION: To approve the DROP loan application from police member, Jerome Squadrito. PASSED 6-0.</p> | <p>O'Connell Samolewicz Aaronian Christophers Drago Rossi</p> | <p>X</p> | <p>X</p> | <p>X X X X X</p> | <p>X X X X X</p> | <p></p> |

| Board of Trustees Minutes Page Three | September 18, 2017 | TRUSTEES | M | S | Y | N |
|--|---------------------------|---|----------|----------|----------------------------|----------|
| <u>RATIFICATION AND APPROVAL OF WARRANTS</u> | | | | | | |
| <p>MOTION: To ratify and approve payments of benefits and expenses as set forth on Warrant No. 4887, \$848.67; No. 4888, \$9,171.53; No. 4889, \$50,000.00; No. 4890, \$1,456,989.49; No. 4891, \$20,570.63; No. 4892, \$503,764.12; No. 4893, \$52,814.10; No. 4894, \$5,963.07, No. 4895, \$9,026.86; No. 4896, \$25,171.68 and No. 4897, \$7,290.00. PASSED 6-0.</p> | | O'Connell Samolewicz Aaronian Christophers Drago Rossi | X | X | X X X X X X | |
| <u>SUGARMAN & SUSSKIND PA LEGAL REPORT</u> | | | | | | |
| <p>Mr. Herrera reported that he recommends tabling the Amended Order of Agency Action relating to the Jeff Poole forfeiture. At the last meeting, Mr. Poole's attorney, Mr. Ron Cohen, objected to some of the language in the order and he was asked to submit his recommended changes in writing for this meeting. However, because of work interruptions caused by Hurricane Irma, he asked for an extension, to which there was no objection by the Board's special counsel, Mr. Greg Rossman. With no objection from the Board, this item will be rescheduled for the October 16 meeting.</p> | | | | | | |
| <p>It was reported that the attorney for Diana Sandell submitted a public records request for various documents, which were provided by the Executive Director.</p> | | | | | | |
| <p>Upcoming educational opportunities include the FPPTA Trustees' School in October (Tampa) and the Division of Retirement School in November (Orlando).</p> | | | | | | |
| <u>ADMINISTRATIVE AND MISCELLANEOUS ISSUES</u> | | | | | | |
| <u>Election of Officers – Chairman and Vice-Chairman/Secretary</u> | | | | | | |
| <p>Chairman O'Connell was nominated for Chairman by Trustee Samolewicz, seconded by Trustee Christophers. There being no other nominations, Trustee O'Connell was reelected Chairman by acclamation. He thanked everyone for their continued confidence.</p> | | | | | | |
| <p>Vice-Chairman Samolewicz was nominated for Vice-Chairman/Secretary by Trustee Aaronian, seconded by Trustee Drago. There being no other nominations, Vice-Chairman Samolewicz was reelected Vice-Chairman/Secretary by acclamation. He also thanked everyone for their support.</p> | | | | | | |
| <p>The Chairman reviewed the current Committee composition and appointed the members.</p> | | | | | | |
| <p><u>Investment Committee:</u> Chairman O'Connell reappointed Trustee Aaronian as Investment Committee Chairman. Trustees Christophers, Hall, McGinnis and Rossi will continue to serve.</p> | | | | | | |

| Board of Trustees Minutes Page Four | September 18, 2017 | TRUSTEES | M | S | Y | N |
|---|---|-----------------|----------|-----------------------|-----------------------|----------|
| <p><u>Professional Advisors Review Committee:</u> Chairman O'Connell reappointed Vice-Chairman Samolewicz as the Professional Advisors Review Committee Chairman. Trustees Femia, Hall and Rossi will continue to serve.</p> <p><u>Communication Committee:</u> Chairman O'Connell reappointed Trustee Rossi as Communication Committee Chairman. Trustees Aaronian, Drago and Samolewicz will continue to serve.</p> <p><u>Budget Committee:</u> Chairman O'Connell reappointed Trustee Hall as Budget Committee Chairman. Trustees McGinnis and O'Connell will continue to serve.</p> <p><u>June 30, 2017 DROP Performance Evaluation</u></p> | | | | | | |
| <p>MOTION: To approve the DROP Performance Evaluation Report for Quarter Ended June 30, 2017 as submitted by Graystone Consulting.</p> | O'Connell Samolewicz Aaronian Christophers Drago Rossi | X | X | X X X X X | X X X X X | |
| <p><u>Annual Review of Disability Questionnaires</u></p> <p>The annual disability questionnaires from Mark Munson and Mark Rider were submitted for review. They were the only disability recipients who were not automatically exempted under the Board's policy.</p> <p>MOTION: To accept the questionnaire from disability retiree Mark Rider with no further action required. PASSED 6-0.</p> | O'Connell Samolewicz Aaronian Christophers Drago Rossi | X | X | X X X X X | X X X X X | |
| <p>MOTION: To accept the questionnaire from disability retiree Mark Munson with no further action required. PASSED 6-0.</p> | O'Connell Samolewicz Aaronian Christophers Drago Rossi | X | X | X X X X X | X X X X X | |
| <p><u>Review of Travel Policy Guidelines</u></p> <p>Trustee Drago noted that the current travel policy is administratively cumbersome for the trustees and administrative staff. He recommended going to a per diem system and doing away with receipts for every little item. He also opined that the policy requiring a return on the day the conference ends is too strict, especially when traveling to a city out of state at which a trustee may not be familiar with getting around.</p> | | | | | | |

| <p>Board of Trustees Minutes Page Five</p> <p style="text-align: right;">September 18, 2017</p> | TRUSTEES | M | S | Y | N |
|--|--|----------|----------|--|----------------|
| <p>During discussion, it was noted that the current policy provides for actual expense reimbursement of meals, not to exceed the GSA daily total. Itemized receipts are required for meals exceeding \$25. Cash advances are not made because each trustee has a Board issued credit card to use for charges. Meals that are provided through the conference or by a sponsor are not eligible for reimbursement. The GSA provides breakfast, lunch and dinner rates for each City. The Executive Director pointed out that there would still be an administrative component using the per diem system if the trustees use their Board credit card to charge their meals because the charges vs. the per diem rates would have to be reconciled and the trustees would be responsible for the overages.</p> | | | | | |
| <p>MOTION: To change the travel policy with regard to meals to allow a Trustee to choose to be reimbursed using either the GSA per diem rates, with no receipts required, when personal credit cards are used or the current system of receiving reimbursement of actual expenses, subject to the GSA limits, when the Board credit card is used and receipts are provided according to the policy. PASSED 6-2.</p> | <p>O'Connell Samolewicz Aaronian Christophers Drago Femia Hall Rossi</p> | <p>X</p> | <p>X</p> | <p>X X X X X</p> | <p>X X</p> |
| <p>With regard to lodging and expenses on the final conference day, it was noted that staying overnight the final day is allowed with advance approval by the Board but Trustee Drago said that it is not always possible to get approval prior to booking the flights and he believes it should be at the discretion of the Trustee.</p> | | | | | |
| <p>MOTION: To amend the travel policy re lodging as follows, "Lodging expenses will be covered starting with the night prior to the first official event function and ends with the night prior to the final event function. At the <u>Trustees' discretion, recommendation of staff and with the Board's approval, in advance,</u> the hotel for the last day of events may shall be reimbursed. if the Trustees cannot reasonably be expected to get home the same day at a reasonable time, taking into account the time at which the last session ends, the time zone of the event and the availability of flights or length of drive. <u>Meals shall also be covered should a Trustee find it necessary to stay the additional night.</u>" PASSED 7-1.</p> | <p>O'Connell Samolewicz Aaronian Christophers Drago Femia Hall Rossi</p> | <p>X</p> | <p>X</p> | <p>X X X X X X</p> | <p>X</p> |
| <p>With regard to airfare expenses, current policy allows reimbursement up to \$50 per leg for seat upgrades in coach and two bags. Trustee Christophers suggested that the \$50 restriction should be eliminated.</p> | | | | | |
| <p>MOTION: To allow reimbursement for actual cost for seat upgrades and bags. PASSED 8-0.</p> | <p>O'Connell Samolewicz Aaronian Christophers Drago Femia Hall Rossi</p> | <p>X</p> | <p>X</p> | <p>X X X X X X</p> | |

| Board of Trustees Minutes Page Six | September 18, 2017 | TRUSTEES | M | S | Y | N |
|--|--|-----------------|----------|--|--|----------|
| <p>The Executive Director asked if anyone would like to suggest a restaurant for the annual Holiday dinner on December 18. D'Angelo's and Blue Moon were suggested for consideration. Ms. Tocarchick will check them out. It was noted that this is normally a hosted event.</p> <p><u>COMMITTEE REPORTS</u></p> <p><u>Professional Advisors Review Committee</u></p> <p>With regard to filling the Deputy Director position, Chair Samolewicz reported that four candidates were interviewed this morning. One person stood out from the other three and might be considered for a second interview. The interviews for the other five candidates that were scheduled for last week have been rescheduled for Friday, September 29 starting at noon.</p> <p><u>Investment Committee</u></p> <p>Chair Sharra Aaronian reported that three proxies were included in the agenda backup. Based on the Board's policy, she recommends not voting the proxies unless someone has information or feels strongly that they be voted. There were no objections to her recommendation.</p> <p><u>Communications Committee</u></p> <p>Chair Jorge Rossi had nothing to report.</p> <p><u>Budget Committee</u></p> <p>Chair David Hall reported that the committee reviewed and recommends approval of an administrative expense budget for the 2017/2018 fiscal year.</p> <p>MOTION: To adopt the Administrative Expense Budget for FY 10/1/17 – 9/30/18 as presented, in accordance with SB 172, Chapter 2015-39; and to forward a copy to the City of Pompano Beach, as recommended by the Budget Committee. PASSED 8-0.</p> <p><u>EXECUTIVE DIRECTOR'S REPORT</u></p> <p>The Executive Director reported the following items:</p> <ul style="list-style-type: none"> ❖ The Executive Director signed the "Notification of Benefit" form for William Jackson who converted from deferred vested to normal retirement. ❖ Richard Massarelli submitted notification on 9/14/17 that he is retaining a new attorney for his disability case. | <p>O'Connell Samolewicz Aaronian Christophers Drago Femia Hall Rossi</p> | <p>X</p> | <p>X</p> | <p>X X X X X X X</p> | <p>X X X X X X X</p> | |

| Board of Trustees Minutes Page Seven | September 18, 2017 | TRUSTEES | M | S | Y | N |
|---|--|----------|---|---|--|---|
| <ul style="list-style-type: none"> ❖ John DeVoe requested a service-incurred disability application on 9/5/17 but has not yet filed it. His DROP period ends 1/31/18. ❖ Due to the disruption caused by Hurricane Irma, going live with the new pension administration system will now take place in October. FY 2017 will be closed on the old system but dual reports will be run to ensure consistency between the old and new systems. ❖ In order to get through the busy end of year crunch time, the Executive Director, with acceptance of the Professional Advisors Review Committee and the Budget Committee, proposed to bring Glenda Rowley back on a part-time basis 2-3 days a week to assist the Executive Director until a Deputy Director is hired and trained. Her \$25/hour salary was already worked into the budget for six months. There were no objections. ❖ Suzanne Sanchez and Laler DeCosta with Invesco will be in town on Monday, September 25 and extended a luncheon invitation to anyone who is interested. <p>There was discussion regarding the timing of the disability hearings for William Egan and Douglas Cason. These will be placed on the regular October 16 Board meeting agenda if they are ready to go.</p> | | | | | | |
| <p>MOTION: To adjourn the September 18, 2017 meeting at 4:30 PM. PASSED 8-0.</p> | <p>O'Connell Samolewicz Aaronian Christophers Drago Femia Hall Rossi</p> | <p>X</p> | | | <p>X X X X X X X</p> | |
| <p>Respectfully submitted, </p> | | | | | | |
| <p>Debra Tocarchick, CEBS Executive Director</p> | | | | | | |
| <p><u>DISTRIBUTION:</u> Board of Trustees Robert A. Sugarman, Esq. Pedro Herrera, Esq. David Harris, Actuary City Manager Mayor and City Commission City Clerk Assistant City Attorney City HR Director President IAFF Local 1549 Marcum</p> | | | | | | |

REGULAR MEETING – SEPTEMBER 18, 2017

ITEM NO. 9 - WARRANT NOS. 4887 THROUGH 4897

Ratified and Approved on 09/18/2017

| WARRANT NO. | PAYABLE TO | DESCRIPTION | AMOUNT |
|--------------------|---|---|---------------------|
| 4887 | Sharra Aaronian The Berwyn Group | OPAL 2017 Conference expense reimbursement; \$448.67 Invoice 37640, annual license fee for death check verification services through July 2018; \$400.00 | 848.67 |
| 4888 | William H. Jackson | Normal Retirement benefit effective 10/13/2017, pro-rata amount for 19 days (10/13-10/31) \$3,485.18; benefit due 11/1/2017 \$5,686.35, Total \$9,171.53 | 9,171.53 |
| 4889 | Jerome F. Squadrito Florida Department of Revenue Alerus Retirement | DROP loan net amount to Jerome Squadrito; \$49,725.00 Documentary stamps for Jerome Squadrito's DROP loan; \$175.00 Loan processing fee for Jerome Squadrito; \$100.00 | 50,000.00 |
| 4890 | 10/1/2017 – Retirement Benefit COLA's | Guaranteed annual cost of living adjustment (COLA) equal to 2% plus retro payments to retirees who reached their 5 th anniversary in the fiscal year ending 9/30/2017; Increased benefits \$1,447,839.91 and retroactive benefits \$9,149.58 , Total \$1,456,989.49 | 1,456,989.49 |
| 4891 | Pershing, LLC FBO Scott Downes IRA | Trustee-to-trustee transfer of balance of Fund Rate DROP account for earnings less fees for quarter ended 6/30/2017; \$20,570.63 | 20,570.63 |
| 4892 | TD Ameritrade FBO William Egan IRA | Lump sum distribution of Employee Directed DROP account via trustee-to-trustee transfer due to separation of service on 6/30/2017; \$503,764.12 | 503,764.12 |
| 4893 | TD Ameritrade FBO William Egan IRA | Lump sum distribution of balance of Share Plan via trustee-to-trustee transfer due to separation of service on 6/30/2017; \$52,814.10 | 52,814.10 |
| 4894 | Mark R. Callahan | Normal Retirement benefit commencing 11/1/2017 as a result of reaching end of DROP period on 10/31/2017; \$5,963.07 | 5,963.07 |
| 4895 | Bank of America | Debra Tocarchick: Courier; \$33.69, Office supplies; \$119.88; Board meeting supplies; \$227.94, Telephone & internet; \$301.06; FPPTA Fall School registration; \$500.00, Total \$1,182.57 Paul O'Connell: FPPTA Fall School registration; \$500.00, IFEBP Annual Conference registration; \$2,360.00, Total \$2,860.00 Sharra Aaronian: FPPTA Fall School registration; \$500.00 Dan Christophers: Public Funds Forum expenses; \$1,652.06 Robert Drago: FPPTA Fall School Registration; \$500.00, Public Funds Forum expenses \$861.03, Less: Credit from OPAL Conference (\$16.53), Total \$1,344.50 Vincent Femia: FPPTA Fall School registration; \$500.00 Jorge Rossi: FPPTA Fall School registration: \$500.00 | 9,026.86 |

REGULAR MEETING – SEPTEMBER 18, 2017

ITEM NO. 9 - WARRANT NOS. 4887 THROUGH 4897

Ratified and Approved on 09/18/2017

| | | | |
|-------------|---|--|------------------|
| | | Richard Samolewicz: Public Funds Forum expenses; \$487.73 | |
| 4896 | Morgan Stanley Smith Barney Xerox Corporation The Nyhart Co. | Investment consulting fee qtr ending 6/30/2017; \$20,508.65, DROP consulting fee qtr starting 7/1/2017; \$3,750.00, Total \$24,258.65 Inv No. 090355801, August lease; \$172.94, excess print charges; \$20.09, Total \$193.03 Inv No. 0132929, actuarial services 8/1/17 – 8/31/17; \$720.00 | 25,171.68 |
| 4897 | Gregg Rossman, PA Sugarman & Susskind | Inv No. 168, dated 9/13/17, re Jeff Poole forfeiture matter; \$6,300.00 Inv No. 123713, R. Sandell interpleader matter; \$990.00 | 7,290.00 |

FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

| | |
|--|---|
| LAST NAME—FIRST NAME—MIDDLE NAME Christophers Daniel M. | NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE Pompano Beach Police & Firefighters' Retirement System |
| MAILING ADDRESS 2335 E. Atlantic Blvd, Ste 400 | THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF: <input checked="" type="checkbox"/> CITY <input type="checkbox"/> COUNTY <input type="checkbox"/> OTHER LOCAL AGENCY |
| CITY COUNTY Pompano Beach BROWARD | NAME OF POLITICAL SUBDIVISION: City of Pompano Beach |
| DATE ON WHICH VOTE OCCURRED September 18, 2017 | MY POSITION IS: <input checked="" type="checkbox"/> ELECTIVE <input type="checkbox"/> APPOINTIVE |

WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies equally to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing the reverse side and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which inures to his or her special private gain or loss. Each elected or appointed local officer also is prohibited from knowingly voting on a measure which inures to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent organization or subsidiary of a corporate principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

* * * * *

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

* * * * *

APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you otherwise may participate in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on other side)

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, Daniel M. Christophers, hereby disclose that on September 18, 20 17 :

(a) A measure came or will come before my agency which (check one)

- inured to my special private gain or loss;
- inured to the special gain or loss of my business associate, _____;
- inured to the special gain or loss of my relative, _____;
- inured to the special gain or loss of _____, by whom I am retained; or
- inured to the special gain or loss of _____, which is the parent organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

Approval of my seating to the Board of Trustees of the Pompano Beach Police & Firefighters' Retirement System as a result of my election by the police members for a three-year term of office commencing 9/13/2017.

September 18, 2017

Date Filed


Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.

FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

| | |
|---|---|
| LAST NAME—FIRST NAME—MIDDLE NAME Richard H. Samolewicz | NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE Pompano Beach Police & Firefighters' Retirement System |
| MAILING ADDRESS 2335 E Atlantic Blvd., Ste 400 | THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF: <input checked="" type="checkbox"/> CITY <input type="checkbox"/> COUNTY <input type="checkbox"/> OTHER LOCAL AGENCY |
| CITY Pompano Beach | COUNTY BROWARD |
| DATE ON WHICH VOTE OCCURRED September 18, 2017 | NAME OF POLITICAL SUBDIVISION: City of Pompano Beach |
| | MY POSITION IS: <input type="checkbox"/> ELECTIVE <input checked="" type="checkbox"/> APPOINTIVE |

WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies equally to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing the reverse side and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which inures to his or her special private gain or loss. Each elected or appointed local officer also is prohibited from knowingly voting on a measure which inures to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent organization or subsidiary of a corporate principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

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ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

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APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you otherwise may participate in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on other side)

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, Richard Samolewicz, hereby disclose that on September 18, 20 17 :

(a) A measure came or will come before my agency which (check one)

- inured to my special private gain or loss;
- inured to the special gain or loss of my business associate, _____;
- inured to the special gain or loss of my relative, _____;
- inured to the special gain or loss of _____, by whom I am retained; or
- inured to the special gain or loss of _____, which is the parent organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

Approval of my seating to the Board of Trustees of the Pompano Beach Police & Firefighters' Retirement System as a result of my re-appointment by the City of Pompano Beach for a three year term of office commencing 9/13/2017.

September 18, 2017

Date Filed


Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.