

# POMPANO BEACH POLICE & FIREFIGHTERS' RETIREMENT SYSTEM

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

**BOARD OF TRUSTEES MINUTES  
REGULAR MEETING  
SEPTEMBER 21, 2020**

Due to the state of emergency created by COVID-19, the Board conducted its meeting by communications media technology with everyone participating by audio, or audio and video, pursuant to Governor DeSantis' Executive Order Number 20-69, issued on March 20, 2020, as extended to October 1, 2020 by Executive Order 20-193.

Members of the public who wished to participate in the meeting and speak on any item on the agenda utilized a remote public participation option. This option promotes social distancing, while still offering interested parties the opportunity to participate in matters coming before the Board of Trustees.

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 (arrived 3:31)  
Trustee Vincent Femia  
Trustee David Hall  
Trustee Patrick Hanrahan  
Trustee Peter McGinnis  
Trustee Jorge Rossi

**ALSO PRESENT:** Pedro Herrera, Board Attorney  
Debra Tocarchick, Executive Director  
Maureen Femia, Deputy Director  
Thomas Johnston, Johnston & Metevia  
Ed Wolff, Retired Police Member

**VISITORS:** Vince Corrao, Retired Police Officer  
John Tague, Retired Firefighter

**PUBLIC COMMENT**

None

**APPROVAL OF AGENDA**

**MOTION:** To approve the September 21, 2020 agenda as presented.  
**PASSED 8-0.**

	M O T I O N	S E C O N D	V O T E D Y E S	V O T E D N O
O'Connell			X	
Samolewicz		X	X	
Aaronian			X	
Femia			X	
Hall			X	
Hanrahan	X		X	
McGinnis			X	
Rossi			X	

Board of Trustees Minutes Page Two	September 21, 2020	TRUSTEES	M	S	Y	N
<u>SEATING OF ELECTED AND APPOINTED TRUSTEES</u>						
Chairman O'Connell commented 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.						
<b>MOTION:</b> To seat appointed Trustee Richard Samolewicz for a three-year term ending September 12, 2023. PASSED 7-0 (Trustee Samolewicz abstained and filed Form 8B).						
	O'Connell Aaronian Femia Hall Hanrahan McGinnis Rossi	X				X X X X X X X
<b>MOTION:</b> To seat elected Trustee Vincent Femia for a three-year term ending September 12, 2023. PASSED 7-0 (Trustee Femia abstained and filed Form 8B).						
	O'Connell Samolewicz Aaronian Hall Hanrahan McGinnis Rossi	X				X X X X X X X
<b>MOTION:</b> To seat elected Trustee Daniel Christophers for a three-year term ending September 12, 2023. PASSED 8-0.						
	O'Connell Samolewicz Aaronian Femia Hall Hanrahan McGinnis Rossi	X		X		X X X X X X X X
<u>Election of Officers – Chairman and Vice-Chairman/Secretary</u>						
Chairman O'Connell was nominated for Chairman by Richard Samolewicz. There being no other nominations, Chairman O'Connell was reelected Chairman by acclamation. He thanked everyone for their continued confidence.						
Vice-Chairman Samolewicz was nominated for Vice-Chairman/Secretary by Trustee Aaronian. There being no other nominations, Vice-Chairman Samolewicz was reelected Vice-Chairman/Secretary by acclamation. He also thanked everyone for their support.						
The Chairman reviewed the current Committee composition and appointed the members.						
<u>Investment Committee:</u> Chairman O'Connell reappointed Trustee Aaronian as Investment Committee Chairman. Trustees Christophers, Hall, Hanrahan, McGinnis and Rossi will continue to serve.						

Board of Trustees Minutes Page Three	September 21, 2020	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/Cyber Review Committee:</u> Chairman O'Connell reappointed Trustee Rossi as Communication/Cyber Review Committee Chairman. Trustees Aaronian and Samolewicz will continue to serve.</p> <p><u>Budget Committee:</u> Chairman O'Connell reappointed Trustee Hall as Budget Committee Chairman. Trustee Hanrahan was added. Trustees McGinnis and O'Connell will continue to serve.</p>						
<u>APPROVAL OF MINUTES</u>						
<p><b>MOTION:</b> To waive the reading of the minutes of the Virtual Board Meeting on August 17, 2020, and the Budget Committee Meeting on August 18, 2020, and to approve same as presented. PASSED 8-0.</p>	<p>O'Connell Samolewicz Aaronian Femia Hall Hanrahan McGinnis Rossi</p>	<p>X X X X X X X X</p>				
<u>RATIFICATION AND APPROVAL OF WARRANTS</u>						
<p><b>MOTION:</b> To ratify and approve payments of benefits and expenses as set forth on Warrant Nos. 5256, \$1,313.75; No. 5257, \$644,016.97; No. 5258, \$79,834.66; No. 5259, \$100.00; No. 5260, \$2,241.84; No. 5261, \$5,849.54; No. 5262, \$73,411.21; No. 5263, \$622,934.48; No. 5264, \$1,750,763.36; No. 5265, \$6,357.26; No. 5266, \$4,611.30; No. 5267, \$642.17; No. 5268, \$986.09; No. 5269, \$482.43; No. 5270, \$63.87; No. 5271, \$2,086.34; No. 5272, \$7,619.55. PASSED 8-0.</p>	<p>O'Connell Samolewicz Aaronian Femia Hall Hanrahan McGinnis Rossi</p>	<p>X X X X X X X X</p>				
<u>APPROVAL OF DROP APPLICATION</u>						
<p><b>MOTION:</b> To approve the application for Normal Retirement and DROP Entry effective 10/1/2020 from Firefighter Kevin Corbisiero. PASSED 8-0.</p>	<p>O'Connell Samolewicz Aaronian Femia Hall Hanrahan McGinnis Rossi</p>	<p>X X X X X X X X</p>				

Board of Trustees Minutes Page Four	September 21, 2020	TRUSTEES	M	S	Y	N
<u>APPROVAL OF SURVIVOR BENEFITS</u>						
<p><b>MOTION:</b> To approve the application for Survivor Benefits from Barbara DeLeon, beneficiary of Mark George Minnich who deceased on 8/23/2020. PASSED 8-0.</p> <p>The informal service-incurred disability hearing and the legal report were tabled until Mr. Herrera could join the meeting.</p>	<p>O'Connell Samolewicz Aaronian Femia Hall Hanrahan McGinnis Rossi</p>	X			X X X X X X X X	
<u>ADMINISTRATIVE AND MISCELLANEOUS ISSUES</u>						
<p>The annual disability questionnaires from Mitchell Grossman, 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><b>MOTION:</b> To accept the questionnaires from disability retirees Mitchell Grossman, Mark Munson and Mark Rider and to continue their disability pensions with no further action. PASSED 8-0.</p> <p>The proposed 2020-2021 fiscal year administrative expense budget was submitted for adoption.</p>	<p>O'Connell Samolewicz Aaronian Femia Hall Hanrahan McGinnis Rossi</p>	X			X X X X X X X X	
<p><b>MOTION:</b> To adopt the Administrative Expense Budget for FY 10/1/2020 to 9/30/2021, as presented in accordance with the SB 172, Chapter 2015-35, as recommended by the Budget Committee. Passed 8-0.</p>	<p>O'Connell Samolewicz Aaronian Femia Hall Hanrahan McGinnis Rossi</p>		X		X X X X X X X X	
<p>In follow-up to last month's request, the Executive Director provided the Board of Trustees with historical data on travel and educational expenses. The information included detailed travel summaries by person for the past five fiscal years and a 15-year listing of total travel and educational expense per year. Additionally, she provided a compilation of amendments to the Trustee Educational and Travel Expenses Policy Statement from 2002 to present.</p> <p>Trustee Hanrahan expressed his viewpoint that if something isn't written down, it is liable to happen. He would like to see the policy statement amended to limit out-of-state conferences to one per Trustee per year.</p>						


Board of Trustees Minutes Page Five	September 21, 2020	TRUSTEES	M	S	Y	N
<p><b>MOTION:</b> To amend the current Trustee Education and Travel Expenses Policy Statement to limit each Trustee/staff member to one out-of-state educational travel event per fiscal year. FAILED IN A ROLL CALL VOTE 2-7.</p> <p>The floor was opened for discussion. Trustee Hall expressed his understanding of Trustee Hanrahan's intention to streamline the current policy but did not feel any of the current Board members have done anything to preclude them from being responsible fiduciaries. Rather than limiting educational events, Trustee Hall suggested eliminating the per diem option that was written into the policy in 2017 and reverting to the prior method of using the Retirement System's corporate credit card. This method requires that receipts be submitted for all expenditures in excess of \$25.00, is cleaner and avoids the public perception that a Trustee is "profiting from travel". Trustee Hall felt that this type of change would likely bring the expenses back into line with the historical average and precedent for the Board of Trustees.</p> <p>Trustee Aaronian proposed the idea of letting the membership know what is entailed and required while attending these educational conferences as an approach to demonstrate their value. Trustee Hall agreed and suggested posting the agendas on the website for members to view the continuing education that Trustees are undertaking as part of their fiduciary duty. Vice-Chairman Samolewicz commented that there is a required check-in and check-out at these events so attendance is strictly enforced.</p> <p>Vice-Chairman Samolewicz compared and contrasted certain travel expenses and noted that some schools were approved as last-minute items brought up at the very end of an agenda.</p> <p>Chairman O'Connell concurred with the various comments and suggestions brought forth in discussion noting that all the Trustees who are present have adhered to the concept of reasonableness. He commented that public perception is very important and the Board has done things over the years to be sensitive to this such as requiring anyone attending an event in Hawaii to pay their own airfare and finding another funding source to contribute to the overall cost of an event.</p> <p>Further discussion ensued where it was noted that out-of-state conferences have brought value to the Board such as the idea for the annual educational symposium and continuing education to maintain certifications. Trustee Rossi suggested amending the policy statement to provide that any Trustee who is interested in attending an out-of-state conference that is not on the pre-approved roster must make the request to the Board in advance through the agenda process. This will allow the Board to review the details of the event in advance to determine if it is worthwhile rather than having to make a rush judgment at the tail-end of a meeting. The Chairman agreed that this idea should be included into the policy.</p> <p>The Board of Trustees then voted on the motion on the floor.</p>	<p>O'Connell Samolewicz Aaronian Christophers Femia Hall Hanrahan McGinnis Rossi</p>		X	X		X X X X X X X X



Board of Trustees Minutes Page Seven	September 21, 2020	TRUSTEES	M	S	Y	N
<p>Mr. Herrera referenced the informal disability hearing procedures for the benefit of everyone present, and referenced the following five questions that must be answered affirmatively in order to approve a service-connected disability retirement: 1) was there any injury or illness, 2) was it service-connected, 3) did it cause a disability, 4) is the disability permanent and has he reached maximum medical improvement, and 5) could he no longer be a police officer if he was not already retired.</p> <p><b>MOTION:</b> To approve the application from Edward C. Wolff for a service-incurred disability retirement, to be effective September 21, 2020, on the basis that his disability is service-incurred, total and permanent. PASSED IN A ROLL CALL VOTE 9-0.</p> <p>The Board of Trustees thanked Mr. Wolff for his service to the tragedy of 9/11 and to the City of Pompano Beach and its residents.</p> <p>Mr. Wolff thanked the Trustees for their consideration and expressed his appreciation to Mr. Johnston for all his work.</p> <p>Mr. Johnston thanked the Trustees for their dedication to the community and the men and women in service.</p> <p><u>SUGARMAN &amp; SUSSKIND, PA LEGAL REPORT</u></p> <p>Mr. Herrera provided an update on the status of the Marriott contract for the 2021 Educational Symposium. Mr. Herrera spoke with the Marriott representative about some minor changes which are currently being made. Once Mr. Herrera receives the revised contract, it will be ready for the Chairman's signature.</p> <p><b>MOTION:</b> To approve the Group Sales Agreement by and between the Marriott and the Pompano Beach Police &amp; Firefighters' Retirement System, as reviewed by Sugarman &amp; Susskind, and to authorize the Chairman to execute same. PASSED 9-0.</p> <p>Mr. Herrera confirmed he is not negotiating the terms of the contract but rather assuring there is sufficient protections in place in the event the symposium has to be cancelled due to an unforeseen issue such as COVID. The Executive Director confirmed that the level of food and beverage are consistent with the prior year.</p> <p>Mr. Herrera reminded the Board that Executive Order 20-193 allowing Boards to meet virtually is set to expire on September 30<sup>th</sup>. The expectation is that the Governor will extend another 30 days.</p> <p>The meeting returned to finish the Administrative &amp; Miscellaneous Issues.</p> <p><u>ADMINISTRATIVE AND MISCELLANEOUS ISSUES (Continued)</u></p> <p>The Executive Director informed the Board that Economic Computers has merged with Downtown Managed Services so it can now service its customers from multiple locations with larger staff. The new name will be</p>	<p>O'Connell Samolewicz Aaronian Christophers Femia Hall Hanrahan McGinnis Rossi</p>	<p>X</p>	<p>X</p>	<p>X X X X X X X X</p>	<p>X X X X X X X X</p>	<p>X X X X X X X X</p>
	<p>O'Connell Samolewicz Aaronian Christophers Femia Hall Hanrahan McGinnis Rossi</p>	<p>X</p>	<p>X</p>	<p>X X X X X X X X</p>	<p>X X X X X X X X</p>	<p>X X X X X X X X</p>

Board of Trustees Minutes Page Eight	September 21, 2020	TRUSTEES	M	S	Y	N
Downtown Managed Services. Economic Computers is still in existence and working on modifying all its client contracts to reflect the new name.						
The Executive Director reviewed the results of the Penetration Test conducted by GM Sectec (formerly 1 <sup>st</sup> Secure IT). Because there is one finding in the report labeled as a "Medium" security risk which is classified as average, she asked Economic Computers to address it in their attached memorandum. In actuality, the finding is a result of purposely opening the firewall to permit the testing to occur which generates as a finding in the report. With respect to future penetration testing, Economic Computer recommends conducting an annual test. They utilize an external service to perform testing for their clients at an estimated cost of \$1,000.						
<b>MOTION:</b> To accept the results of the penetration test performed by GM Sectec (formerly 1 <sup>st</sup> Secure IT) and to request that the draft report be finalized, as recommended by Economic Computers. PASSED 9-0.	O'Connell Samolewicz Aaronian Christophers Femia Hall Hanrahan McGinnis Rossi				X X X X X X X X	
The Board was satisfied with the results of the testing and may consider more testing at a future date.		X			X X X X	
The Executive Director provided an update on the custodian transition noting that custody of all assets will be transferred on October 1. All investment managers have been notified to cease trading on September 28 so the last trade will settle in the account on September 30. Comerica will produce the September 30 reports and Salem will begin on October 1.				X		
A TLS secure encrypted line has been established for secure email flow with the Salem domain.						
Opening a bank account for the sole purpose of funding staff payroll has proved to be problematic. Attempts with local banks have not been successful. Due to the long-standing relationship with Wells Capital, Wells Fargo has agreed to open the account.						
<b>MOTION:</b> To approve opening a bank account with Wells Fargo for the purpose of staff payroll transaction activity, as recommended by the Executive Director, and to authorize the Chairman and Vice-Chairman to sign all documents necessary to open, operate and maintain the account. PASSED 9-0.	O'Connell Samolewicz Aaronian Christophers Femia Hall Hanrahan McGinnis Rossi				X X X X X X X X	
The fee has not yet been determined but is expected to be approximately \$50 to \$75 per month.		X			X X X X	
The Emerald Society Breakfast originally scheduled on March 15, 2020, and later rescheduled to September 26, 2020, has been cancelled. It will now be held on March 14, 2021, and the 2020 tickets will be honored.						
<u>COMMITTEE REPORTS</u>						
No committee reports were rendered.						



Board of Trustees Minutes Page Nine	September 21, 2020	TRUSTEES	M	S	Y	N
<u>EXECUTIVE DIRECTOR'S REPORT</u>						
<ul style="list-style-type: none"> <li>➤ Signed acknowledgement of receipt for premium tax check.</li> <li>➤ Cohen &amp; Steers was funded on August 28 along with the rebalancing recommended by Graystone.</li> <li>➤ Received Pine Grove Distribution on September 3 of \$960,410. Proceeds were distributed equally among the Blackrock and Blackstone liquid alternatives.</li> <li>➤ The Ordinance amendment on SECURE Act and DROP Fee reduction passed second reading on September 8. The DROP fee reduction will be mentioned in the next newsletter.</li> <li>➤ The Pension Office was informed by Victor Mysiuk that he will be handling the estate of his deceased brother, Adam Mysiuk.</li> </ul>						
<u>PUBLIC COMMENT</u>						
Chairman O'Connell mentioned that retired Sergeant Ken Staab forwarded information regarding a Blue Mass to honor those in public safety. The Chairman asked the Board if there was any objection to forwarding the information to the membership. There being none, the Executive Director was directed to circulate it to the members.						
<u>ADJOURNMENT</u>						
<b>MOTION:</b> To adjourn the September 21, 2020 Board meeting at 4:36 PM. PASSED 9-0.						
Respectfully submitted,		O'Connell			X	
		Samolewicz			X	
		Aaronian			X	
		Christophers			X	
		Femia			X	
		Hall	X		X	
		Hanrahan			X	
		McGinnis			X	
		Rossi		X	X	
 _____ Debra Tocarchick, CEBS Executive Director						
<u>DISTRIBUTION:</u>						
Board of Trustees						
Robert A. Sugarman, Esq.						
Pedro Herrera, Esq.						
Lawrence Watts, Actuary						
City Manager						
Mayor and City Commission						
City Clerk						
Assistant City Attorney						
City HR Director						
President IAFF Local 1549						
Marcum						

# 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:	
CITY Pompano Beach		<input checked="" type="checkbox"/> CITY <input type="checkbox"/> COUNTY <input type="checkbox"/> OTHER LOCAL AGENCY	
COUNTY BROWARD		NAME OF POLITICAL SUBDIVISION: City of Pompano Beach	
DATE ON WHICH VOTE OCCURRED September 21, 2020		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).

\* \* \* \* \*

### 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, Richard Samolewicz, hereby disclose that on September 21, 2020:

(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 9/13/2020.

September 21, 2020

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 Vincent Femia		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:	
CITY Pompano Beach		<input checked="" type="checkbox"/> CITY <input type="checkbox"/> COUNTY <input type="checkbox"/> OTHER LOCAL AGENCY	
COUNTY BROWARD		NAME OF POLITICAL SUBDIVISION: City of Pompano Beach	
DATE ON WHICH VOTE OCCURRED September 21, 2020		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, Vincent Femia, hereby disclose that on September 21, 2020;

(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 firefighter members for a three year term of office commencing 9/13/2020.

September 21, 2020

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.

**REGULAR MEETING – SEPTEMBER 21, 2020**

**ITEM NO. 6 - WARRANT NOS. 5256 THROUGH 5272**

**Ratified and Approved on 9/21/2020**

<b>5256</b>	Arthur J. Gallagher Risk Management Services	Annual premium for Cyber Liability Insurance, Policy #ULCYB1234, effective 8/21/2020; <b>\$1,313.75</b>	<b>1,313.75</b>
<b>5257</b>	Charles Schwab & Co. FBO Robert W. Krebs/IRA	Lump sum distribution of balance of Fund Rate DROP account via trustee-to-trustee transfer to Charles Schwab & Co./IRA due to separation of service on 9/30/2020; <b>\$644,016.97</b>	<b>644,016.97</b>
<b>5258</b>	Robert W. Krebs	Lump sum distribution of Share Plan account as a result of separation of service on 9/30/2020; <b>\$79,834.66</b>	<b>79,834.66</b>
<b>5259</b>	Ronald L. Morales	Monthly installment from Fund-Rate DROP account commencing 10/1/2020 as a result of separation of service on 5/28/2020; <b>\$100.00</b>	<b>\$100.00</b>
<b>5260</b>	IFEBP  US Postal Service Minuteman Press  5i Solutions Inc.	Membership Acct# 14277356, 2021 annual membership dues; <b>\$1,465.00</b> Postage; <b>\$200.00</b> Inv No. 67955, dated 8/27/2020, 500 #10 Envelopes; <b>\$123.07</b> 1-Yr renewal Forticare threat management; <b>\$453.77</b>	<b>2,241.84</b>
<b>5261</b>	Larry E. Jones	Normal retirement benefit commencing 10/1/2020 as a result of reaching the end of DROP period on 09/30/2020, plus COLA increase; <b>\$5,849.54</b>	<b>5,849.54</b>
<b>5262</b>	Vantagepoint Transfer Agents/457 FBO Larry E. Jones	Trustee-to-trustee transfer of Share Plan balance due to separation of service on 9/30/2020; <b>\$73,411.21</b>	<b>73,411.21</b>
<b>5263</b>	Charles Schwab/IRA Vantagepoint Transfer Agents/457 FBO Larry E. Jones	Lump sum distribution of 90% of balance of Fund Rate DROP account via trustee-to-trustee transfer of \$400,000.00 to Charles Schwab/IRA; and \$222,934.48 to Vantagepoint Transfer Agents/457, <b>Total \$622,934.48</b>	<b>622,934.48</b>
<b>5264</b>	10/1/2020 – Retirement Benefit COLA's	Guaranteed annual cost of living adjustment (COLA) equal to 2% plus retro payments to retirees who reached their 5 <sup>th</sup> anniversary in the fiscal year ending 9/30/2020; Increased benefits <b>\$1,745,710.34</b> and retroactive benefits <b>\$5,053.02</b> , <b>Total \$1,750,763.36</b>	<b>1,750,763.36</b>
<b>5265</b>	Barbara E. DeLeon	Survivor benefits commencing 9/1/2020 under 100% joint & survivor option to designated beneficiary of recipient George Minnich who died 8/23/2020; <b>\$6,357.26</b>	<b>6,357.26</b>
<b>5266</b>	GM Sectec USA, LLC Economic Computers  Xerox Corp  Office Depot	Balance due for penetration testing; <b>\$2,500.00</b> Inv No. 6630, Cloud backup services renewal 10/1/2020 – 10/1/2021; <b>\$1,800.00</b> Inv No. 011206507, August lease; \$150.59, excess print charges; \$74.09, <b>Total \$224.68</b> Inv No. 122287244001, Office supplies; <b>\$86.62</b>	<b>4,611.30</b>

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<b>5267</b>	Bank of America	Debra Tocarchick: Telephone & internet; \$306.94, Board meeting supplies; \$197.50, Office supplies; \$119.88, Mail courier; \$17.85, <b>Total \$642.17</b>	<b>642.17</b>
<b>5268</b>	John Tepedino	One-time payment for age 72 required minimum distribution from Fund Rate DROP account on 11/27/2020; <b>\$986.09</b>	<b>986.09</b>
<b>5269</b>	Frederick V. Fawcett	One-time payment for age 72 required minimum distribution from Fund Rate DROP account on 11/27/2020; <b>\$482.43</b>	<b>482.43</b>
<b>5270</b>	Barbara Smith	One-time payment for age 72 required minimum distribution from Fund Rate DROP account on 11/27/2020; <b>\$63.87</b>	<b>63.87</b>
<b>5271</b>	University Pulmonary & Critical Care Occupational Health Centers of SW, PA Maureen Femia	Edward Wolff IME Related Testing; <b>\$335.00</b>  Inv No. 1154542451, (6) pre-employment physicals; <b>\$1,680.00</b> Petty cash reimbursement; <b>\$71.34</b>	<b>2,086.34</b>
<b>5272</b>	Daniel Rosenquist	One-time payment for age 72 required minimum distribution from Fund Rate DROP account on 11/27/2020; <b>\$7,619.55</b>	<b>7,619.55</b>