

**JACKSONVILLE POLICE AND FIRE
PENSION BOARD OF TRUSTEES
SPECIAL MEETING MINUTES – AUGUST 28, 2012
RICHARD “DICK” COHEE BOARD ROOM**

NOTE: If any person decides to appeal any decision made with respect to any matter considered at this public meeting such person will need a record of proceedings, and for such purpose such person may need to ensure that a verbatim record of the proceedings is made at their own expense and that such record includes the testimony and evidence on which the appeal is based. The public meeting may be continued to a date, time, and place to be specified on the record at the meeting.

PRESENT

Asst. Chief Bobby Deal, Chairman
Nathaniel Glover Jr., Board Secretary (by phone)
Walter Bussells, Trustee
Dr. Adam Herbert, Trustee
Lt. Richard Tuten III, Fire Trustee

STAFF

John Keane, Executive Director-Administrator
Robby Gorman, Executive Assistant

GUEST

Carla Miller, City Ethics Officer

NOTE: Any person requiring a special accommodation to participate in the meeting because of disability shall contact the Executive Director-Administrator at (904) 255-7373, at least five business days in advance of the meeting to make appropriate arrangements.

The meeting was brought to order at 9:00 a.m.

The Board observed a moment of silence to honor the Members on duty, both overseas and here in the City.

The Board of Trustees recited the Pledge of Allegiance.

NEW BUSINESS

2012-06-13 Sub-committee recommendations on the 2012/2013 Budget. Attachment

The Chairman commended the Sub-committee for their work. He noted that they did not have enough time to review the budget line by line and still show due diligence.

The Board discussed the Sub-committee report, noting that they wanted to cooperate with the City and show good faith. It was also noted that our budget is not General Fund money. It is trust fund money. There was also discussion that we have top managers with the best rates possible.

Trustee Glover asked the Sub-committee to let him know when they are meeting so he could attend, especially when they are discussing Personnel costs.

The Executive Director-Administrator gave copies of the Section 121.113, City Charter, Resolution 92-1758-276, the September 24, 1992 Florida Attorney General Advisory Legal Opinion, Cindy Laquidara's legal opinion dated August 9, 2012, and General Counsel James Harrison's letter to the Trustees. All but Ms. Laquidara's opinion agree that the City Council cannot adjust our budget unless specific steps are taken. However, the Board wishes to cooperate with the City and do a revised budget.

The Board decided to take the City's revenue reduction of .90% and increase it by 1% and reduced the Fund's FY 2012/13 Budget by 1.90%.

There was more discussion on the wording of the transmittal letter with several changes made accordingly.

A MOTION WAS MADE BY ADAM HERBERT TO ACCEPT THE SUB-COMMITTEE'S RECOMMENDATIONS:

1. **REDUCE THE BUDGET BY THE AVERAGE REDUCTION OF THE GENERAL FUND REVENUE FOR 2010/11, 2011/12 AND THE PROPOSED 2012/13 BUDGETS WHICH IS .90% PLUS AN ADDITIONAL 1%.**
2. **ASK FOR THE AUTHORIZATION TO LUMP-SUM THE BUDGET FOR THE RESULTING AMOUNT AND THE FLEXIBILITY TO MOVE IT BETWEEN ACCOUNTS.**
3. **COMMENCE AN IN DEPTH 4-MONTH REVIEW OF THE ENTIRE OPERATING BUDGET.**
4. **FREEZE ALL STAFF SALARIES AND BENEFITS UNTIL THE BOARD COMPLETES A COMPREHENSIVE REVIEW DURING THIS 4-MONTH REVIEW OF THE ENTIRE OPERATING BUDGET.**

WALT BUSSELLS SECONDED THE MOTION WHICH PASSED UNANIMOUSLY.

2012-08-4 Sub-committee recommends that the Letter of Engagement for 1 year be executed for Grau & Associates Certified Public Accountants and the Annual Audit. Attachment

The Sub-committee recommended that the Auditor be engaged for 1 year, noting that there should be a change every 4-8 years as good accounting principles.

RICHARD TUTEN MADE THE MOTION TO SIGN A 1 YEAR LETTER OF ENGAGEMENT WITH GRAU & ASSOCIATES CERTIFIED PUBLIC ACCOUNTANTS FOR THE 2011/12 ANNUAL AUDIT. THE MOTION WAS SECONDED BY WALT BUSSELLS AND PASSED UNANIMOUSLY. (NAT GLOVER HAD LEFT THE MEETING BEFORE THIS VOTE.)

Police and Fire Pension Fund
Board of Trustees
Special Meeting Minutes
August 27, 2012
Page 3

There being no further business, the meeting was adjourned at 9:45 a.m.

Nathaniel Glover, Board Secretary