



AGENDA
OAKLAND PARK POLICE & FIREFIGHTERS PENSION FUND
Tuesday January 26, 2016; 6:00 PM
City of Oakland Park City Hall, 2nd Floor Conference Room
3650 NE 12 Avenue
Oakland Park, FL 33334

1. CALL TO ORDER:

2. ROLL CALL:

Robert Rogers	Michael Paparella	
James Carroll	Elbert (Bert) Wrains	Paul Vanden Berge

3. APPROVAL OF MINUTES:

October 26, 2015 Regular Meeting Minutes

4. PUBLIC COMMENTS:

5. CONSENT AGENDA:

For Ratification: Warrants #183-187	
FPPTA (2016 Annual Membership Dues)	\$600.00
GAMCO (4th Qtr. 15 Mgmt Fee-Invoice dated 10/15/15)	\$21,794.00
KKJ&L (Legal Fees-Bill #17447 dated 10/31/15)	\$2,790.00
Wells Capital Mgmt (3rd Qtr. 15 Mgmt Fee-Inv #10044114 dtd 10/16/15)	\$19,539.02
Total	\$44,732.02
DuLaney & Co. (Services Rendered for October 2015; invoice dtd 11/25/15)	\$4,260.00
KKJ&L (Legal Fees-Bill #17579 dated 11/30/15)	\$1,890.00
Total	\$6,150.00
DuLaney & Co (Services rendered for the month of November 2015)	\$4,860.00
FPPTA (Trustee School Registration for Michael Paparella)	\$450.00
Michael Paparella (Hotel and per diem for FPPTA Trustees School 1/31-2/3/16)	\$1,051.86
Total	\$6,361.86
GSK (Progress Billing; Invoice #20417128 dated 11/19/2015)	\$3,800.00
GSK (Progress Billing; Invoice #20417503 dated 12/14/2015)	\$12,000.00
Total	\$15,800.00
Bogdahn Group (4 th Qtr. 15; Consulting Fee-Invoice #13250 dated 12/24/15)	\$10,000.00
KKJ&L (Legal Fees-Bill #17693 dated 12/31/15)	\$2,730.00
Total	\$12,730.00
Total of Warrants 183-187	\$85,773.88

Auto payments for Ratification:

Benefits USA, Inc. (Administration Services Oct-Dec 2015)	\$3,900.00
Benefits USA, Inc. (Bookkeeping Fee Oct-Dec 2015)	\$825.00
Garcia Hamilton (4 th Qtr. Mgmt Fee-Invoice #26302 dated 10/14/15)	\$7,481.15
Salem Trust Co. (4 th Qtr. 15 Custodian Fee)	\$8,731.91
Total Auto Payments	\$20,938.06

Pension Payments for Ratification:

Chad Bailey (Retired 12/31/15; monthly benefit effective 1/1/16)	\$4,297.00
William Schwartz (Retired 1/4/16; monthly pension effective 2/1/16)	\$4,448.12
Ariel Coll (Terminated 12/25/15-Refund of Contributions)	\$1,721.24

For Approval:

Juan Sanchez (Terminated 8/17/15-Refund of Contributions)	\$3,415.54
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Total Pension Payments	\$13,881.90
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Grand Total disbursements	\$120,593.84
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6. INVESTMENT REPORTS: Quarter Ending 12/31/2015

Bogdahn Consulting

7. ACTUARY'S REPORT:

8. ATTORNEY'S REPORT:

9. NEW BUSINESS:

Presentation of 10/1/15 Financial Statements

10. UNFINISHED BUSINESS:

11. ADMINISTRATOR'S REPORT:

12. MISCELLANEOUS CORRESPONDENCE (No Action Required)

13. NEXT MEETING DATE: Monday, April 25, 2016; 6:00 PM

14. ADJOURNMENT:

THIS AGENDA IS SUBJECT TO CHANGE BASED ON ADDITIONS OR DELETIONS MADE PRIOR TO THE MEETING.

Any person wishing to appeal any decision made by this board or committee with respect to any matter considered at such meeting or hearing will need a record of the proceedings, and for such purpose may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is made. Any person requiring auxiliary aids and services at this meeting may call the City Clerk's Office 954-630-4300 at least two calendar days prior to the meeting.

**CITY OF OAKLAND PARK POLICE & FIREFIGHTERS
PENSION PLAN REGULAR MEETING MINUTES
Monday October 26, 2015**

CALL TO ORDER:

The regular meeting of the Board of Trustees of the City of Oakland Park Police & Firefighters' Pension Plan was called to order by the Fund Administrator at 6:15 pm at the City of Oakland Park, 2nd Floor Conference Room.

ROLL CALL:

TRUSTEES PRESENT: Robert Rogers, James Carroll, Cory Shade and Michael Paparella

ABSENT: Bert Wrains

OTHERS PRESENT:

Fund Attorney Adam Levinson, Dave West of Bogdahn Consulting, Fund Actuary Don DuLaney, Brad Rinsem and Karen Russo of Salem Trust, Fire Member Rob Normoyle, City Representative Andrew Thompson and Fund Administrator Livia Giuliani

APPROVAL OF MINUTES:

July 27, 2015 Regular Meeting Minutes
Trustee Shade moved to approve the July 27, 2015 meeting minutes and Trustee Paparella seconded the motion. The motion passed 3-0.

PUBLIC COMMENTS:

There were no public comments at this meeting.

CONSENT AGENDA:

For Ratification: Warrants #180-182	
DuLaney & Company (Services Rendered for July 2015; Invoice dated 8/3/15)	\$2,376.00
GAMCO 3 rd Qtr. 15 Mgmt Fee-Invoice dated 7/15/15)	\$23,644.00
KKJ&L (Legal Fees-Bill #17105 dated 7/29/15)	\$2,900.00
Professional Indemnity Agency (Fiduciary Liability Policy Renewal)	\$5,145.00
Total	\$34,065.00
DuLaney & Company (Services Rendered for August 2015; Inv dated 9/4/15)	\$1,575.00
KKJ&L (Legal Fees-Bill #17203 dated 8/31/15)	\$3,090.00
Total	\$4,665.00
Bogdahn Group (3 rd Qtr. 15 Consulting Fee-Invoice #12736 dated 9/15/15)	\$10,000.00
DuLaney & Company (Services Rendered for Sept 2015; Inv dated 10/7/15)	\$1,975.00
KKJ&L (Legal Fees-Bill #17308 dated 10/2/15)	\$690.00
Total	\$12,665.00
Total Warrants	\$51,395.00

Auto Payments for Ratification:

Benefits USA, Inc. (Administration Services for July-September 2015)	\$3,900.00
Benefits USA, Inc. (Bookkeeping Fee-July-September 2015)	\$825.00
Garcia Hamilton (3 rd Qtr. 15 Mgmt Fee-Inv #26100 dated 7/17/15)	\$7,612.95
Salem Trust Company (3 rd Qtr. 15; Custodian Fee)	\$8,581.14
Total Auto payments	\$20,919.09

Pension Payments for Ratification:

Eddie P Jones (Monthly Benefit Eff 9/1/15)	\$5,196.27
Eddie P Jones (DROP distribution)	\$378,337.73
Eddie P Jones (Share Plan distribution)	\$21,261.42
Lisa Ann Cucchi (Death Benefit-Daniel Cucchi eff 10/1/15)	\$4,693.20
Michael Gray (Refund of Contributions)	\$35,935.76
Michael Karcher (Refund of Contributions)	\$2,252.34
Adrian Velez (Refund of Contributions)	<u>\$2832.16</u>
Total Pension Payments	\$450,508.88
Grand Total for Ratification:	\$522,822.97

Chairman Rogers moved to approve the Consent Agenda and Trustee Paparella seconded the motion. The motion passed.

INVESTMENT REPORTS: period ending 9/30/2015

Mr. West reported that the report is a bitter sweet one. Emerging markets were down 17% and the bond market lost a little. He noted that the S&P earned 8.5% for the quarter and it was the best quarter for the S&P since 2011. During the third quarter of 2015, broad equity markets posted their weakest returns since the third quarter of 2011. Mr. West reported on the performance noting that for fiscal year the fund returned 2.55% vs. the fund policy of -0.40 and ranked in the 1st percentile. The Vanguard fund had a return of 1.69% vs. the index of 1.76%. Wells returned 2.28% vs. the Russell 1000 Growth index of 3.17%. GAMCO had a return of 2.05% vs. the Russell 3000 index of -0.49%. Mr. West reported that the fixed income fund earned 0.88% vs. the fixed income policy of 1.23%. Euro Pacific was down by -4.93% vs. the MSCI AC index of 11.78% the Total Domestic Fixed Income (Composite) returned 1.79% vs. The total Domestic Fixed Income Policy returned 1.23%. Garcia Hamilton returned 3.41% vs. the Barclay's Aggregate index of 2.94%. The Global fixed income composite was down by -4.32% vs. the fixed income policy of 1.16%. PIMCO diversified was down by -1.10% vs. the IM Global Fixed Income Median of 0.86%. Templeton Global Fund was down -7.57% vs. the Citigroup World Government Bond Index of -3.83%. Morgan Stanley Real Estate earned 17.17% vs. the Real Estate Policy of 14.07%.

Mr. West reported on the PIMCO organization receiving a Wells notice regarding the Total Return Bond Fund ETF. PIMCO will be responding to the SEC notice addressing performance disparity of the ETF vs. the Mutual Fund. No other PIMCO products are affected. Ms. Giuliani asked if they are going to keep the Templeton Fund due to underperformance. Mr. West explained the fund underperformance was due to currency positioning; the sharp US dollar trend reversal that took place during the quarter.

Mr. West reported that the market value at 10/1/14 was \$57,978,853 the contributions totaled \$2,741,493; distributions were -\$5,431,713; the management fees totaled -\$284,923 the other expenses totaled -\$201,031; the income totaled \$1,647,062; the appreciation/depreciation was -\$89,623 and the ending market value at 9/30/15 was \$56,360,117. Mr. West said the fund was where it should be and no action should be taken at this time.

ACTUARY'S REPORT:

Mr. DuLaney reported on the 112.664 compliance noting that this is a disclosure and it does not affect the funding. The GASB 67 schedules in this report are showing the projected number of years until the Fund becomes insolvent but do not reflect what will occur. This report contains figures using an investment return assumption that is 2.0% higher than the actual funding assumption, in order to provide a balanced view, in light of the requirement to use an investment return assumption that is 2.0% lower than the actual funding assumption.

Mr. DuLaney reported on the 4 scenarios used in his report as of 10/1/14:

Current Actual Interest Rate

Scenario #1 7.50% Normal Cost	\$632,430
Administrative Expenses	\$101,210
Payment Required to Amortize UAAL	\$1,439,066
Interest Adjustment	\$84,704
Total Required Contribution	\$2,257,410

Scenario #2 8.80% Normal Cost	\$501,376
Administrative Expenses	\$101,210
Payment Required to Amortize UAAL	\$1,129,352
Interest Adjustment	\$80,191
Total Required Contribution	\$1,182,129

Scenario #3 6.80%	
Normal Cost	\$794,333
Administrative Expenses	\$101,210
Payment Required to Amortize UAAL	\$2,172,617
Interest Adjustment	\$106,503
Total Required Contribution	\$3,174,663

Scenario #4 10.80%	
Normal Cost	\$325,163
Administrative Expenses	\$101,210
Payment Required to Amortize UAAL	\$178,245
Interest Adjustment	\$39,727
Total Required Contribution	\$644,345

Mr. DuLaney also reported on the projection of the number of years the assets will sustain benefit payments.

Using the current Plan Assumption of 7.50% and the GAM 83; the projected net position would be \$57,681,639 and the number of years expected benefit payments sustained would be 19.76.

Using the Plan Assumption of 6.80% and the RP2000 Generational; the projected net position would be \$57,283,743 and the number of years expected benefit payments sustained would be 16.71

Using the Plan Assumption of 8.80% and the RP 2000 Generational; the projected net position would be \$58,404,917 and the number of years expected benefit payments sustained would be 24.60.

Using the Plan Assumption of 10.80% and the RP2000 Generational; the projected net position would be \$59,526,091 and the number of years expected benefit payments sustained would be 999.99.

ATTORNEY'S REPORT:

IRS update

Attorney Levinson reported that there are no material changes to the IRA limits.

Discussion of Premium Tax Revenues

Attorney Levinson reported that the Share plan noting that the distributions cannot be paid until he gets confirmation from the State. At this time, these payments are on hold.

Attorney Levinson reported on the Chapter 112 Compliance check list noting that it was submitted to the City for posting on their website.

NEW BUSINESS:

Fiduciary Liability Renewal (Ratification of Chairman's Signature)

Ms. Giuliani reported that Chairman Rogers had chosen the \$5,000 deductible with a premium of \$5,145 and that a ratification of his signature was needed. Trustee Paparella moved to approve the fiduciary liability quote of \$5,145.00 with a \$5,000 deductible and Trustee Shade seconded the motion.

UNFINISHED BUSINESS:

Salem Trust SSAE

Mr. Rinsem reported on the computer issues that occurred as a result of their system conversion. Mr. Rinsem said the large part of it was the trade settlement because the managers had not updated the delivery instructions and there was a back log on trade settlement. While this happened all trades were settled manually and there were no assets lost, all benefit payments were processed timely and all income was posted properly. Unfortunately, the SSAE 16 which is a review of internal procedures was produced and reflected that internal controls were not properly in place. Mr. Rinsem said the lost a few clients because of this issue. Mr. Rinsem reviewed the SSAE 16 report with the trustees noting that all eleven exceptions were cleared. Attorney Levinson said that a fee was charged by the Fund's auditor for the additional work that was done. Ms. Russo reported that the fees were reduced for the invoices that were received. The Board was pleased with the report.

ADMINISTRATOR'S REPORT:

FPPTA membership

Ms. Giuliani said that since this is the last meeting for the year that the 2016 FPPTA membership is due. She said that a motion is in order to renew the membership for \$600. Trustee Paparella moved to approve the FPPTA membership and Chairman Rogers seconded the motion. Ms. Giuliani said she will prepare a Warrant for the payment.

MISCELLANEOUS CORRESPONDENCE: (No action required)

NEXT MEETING DATE: Tuesday, January 26, 2016 @ 6:00 PM.

ADJOURNMENT:

The meeting was duly adjourned at 9:30 PM.

Secretary

WARRANT NO. 183

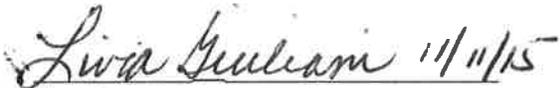
For payment from the CITY OF OAKLAND PARK POLICE AND FIRE PENSION PLAN

TO: SALEM TRUST COMPANY

You are hereby authorized by the Board of Trustees of the City of Oakland Police and Fire Pension Plan to pay the amounts listed below for services rendered to the said Board of Trustees, and to pay the persons named below, hereby certified by the Board of Trustees:

<u>NAME & ADDRESS</u>	<u>AMOUNT</u>
FPPTA (2016 Annual Membership Dues)	\$600.00
GAMCO (4 th Qtr 15 Mgmt Fee-Invoice dated 10/15/15)	\$21,794.00
KKJ&L (Legal Fees-Bill #17447 dated 10/31/15)	\$2,790.00
Wells Capital Mgmt (3 rd Qtr 15 Mgmt Fee-Inv #10044114 dtd 10/16/15)	\$19,539.02
Total	\$44,732.02

Approved by the following members of the Board of Trustees this 11th day of November 2015.


Trustee or Administrator

Date Printed: 11/10/2015 4:51:39 PM

FPPTA INVOICE



Invoice #	<u>18977</u>	Date	<u>11/10/2015</u>
By	<u>Livia Nixon</u>	Status	<u>New</u>
Total	<u>\$600.00</u>	Date Paid	<u></u>

Oakland Park P&F Pension Fund

Act Mem: Oakland Park P&F Pension Fund (2016)

Detail:	Item	Description	Amount
	OM	Act Mem: Oakland Park P&F Pension Fund (2016)	\$600.00

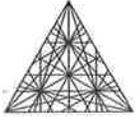
Please makes checks payable to:

Florida Public Pension Trustees Association (FPPTA)

Our mailing address is:

FPPTA
2946 Wellington Circle East, Suite A
Tallahassee, FL 32309
Phone: 800-842-4064

Please note that all credit card payments must be made online at FPPTA.Org



GAMCO
ASSET MANAGEMENT

One Corporate Center
Rye, NY 10580-1422
t 914.921.5100
GABELLI.COM

OCTOBER 15, 2015

Ms. Livia Nixon
Benefits USA, Inc
3810 Inverray Blvd.
Suite 303
Lauderhill, FL 33319

RE: Oakland Park Police & Fire Retirement System

INVOICE FOR INVESTMENT MANAGEMENT SERVICES
PERIOD UNDER MANAGEMENT: OCTOBER 1, - DECEMBER 31, 2015

PORTFOLIO VALUE: \$11,623,635

FEE BASIS: .750% FLAT FEE \$21,794.00

TOTAL DUE \$21,794.00

PLEASE MAKE CHECKS PAYABLE TO GAMCO INVESTORS, INC.

For Proper Credit Please Detach and Return With Your Payment

Q4933 Oakland Park Police & Fire Retirement System

10/15/2015

CURRENT AMOUNT DUE \$21,794.00

Klausner, Kaufman, Jensen & Levinson

A Partnership of Professional Associations
Attorneys At Law
7080 N.W. 4th Street
Plantation, Florida 33317

Tel. (954) 916-1202
Fax (954) 916-1232

www.robertdklausner.com
Tax I.D.: 45-4083636

OAKLAND POLICE & FIREFIGHTER PENSION FUND
Attn: PETE PRIOR, ADMINISTRATOR
C/O BENEFITS USA
3810 INVERRARY BOULEVARD, #303
LAUDERHILL, FL 33319

October 31, 2015
Bill # 17447

For Legal Services Rendered Through 10/31/15

CLIENT: OAKLAND PARK POLICE & FIREFIGHTERS PENSION FUND : OAKP&F
MATTER: OAKLAND PARK POLICE & FIREFIGHTERS PENSION FUND : 900769

Professional Fees

Date	Attorney	Description	Hours	Amount
10/08/15	APL	REVIEW EMAIL FROM LIVIA AND APPROVAL LETTER	0.10	30.00
10/13/15	APL	DRAFTED EMAIL TO LIVIA RE SHARE PLAN DISTRIBUTIONS; REVIEWED FILE; DRAFTED EMAIL TO CITY ATTORNEY; DRAFTED EMAIL TO PAPARELLA	1.00	300.00
10/14/15	APL	REVIEW EMAIL FROM DULANEY; REVIEW FILE	0.20	60.00
10/20/15	APL	REVIEW SHARE PLAN AND ROLLOVER ISSUES	0.50	150.00
10/21/15	APL	DRAFTED EMAIL TO DIVISION OF RETIREMENT; REVIEW SB 172 ISSUES	0.50	150.00
10/22/15	APL	REVIEW EMAILS; DRAFTED EMAIL TO PAPARELLA; REVIEW SB 172 ISSUES	1.00	300.00
10/23/15	APL	REVIEW EMAIL FROM PAPARELLA; DRAFTED EMAIL; REVIEW GUIDANCE FROM DIVISION OF RETIREMENT	0.50	150.00
10/26/15	APL	PREPARATION FOR BOARD MEETING	1.00	300.00
10/26/15	APL	CALL TO LIVIA RE 112.664 COMPLIANCE; DRAFTED EMAILS	0.50	150.00
10/26/15	APL	ATTENDED BOARD MEETING	3.50	1,050.00
10/28/15	APL	REVIEW HOLDING OVER ISSUE; REVIEW EMAILS; DRAFTED EMAIL	0.50	150.00

Continued . . .

Client:
Matter:

OAKLAND PARK POLICE & FIREFIGHTERS PENSION FUND
900769 - OAKLAND PARK POLICE & FIREFIGHTERS

October 31, 2015
Page 2

Professional Fees Continued...

Date	Attorney	Description	Hours	Amount
		Total for Services	<u>9.30</u>	<u>\$2,790.00</u>
CURRENT BILL TOTAL AMOUNT DUE			\$	<u><u>2,790.00</u></u>

City of Oakland Park Police Officers
and Firefighters Pension Fund
Attn: Livia Nixon
c/o Benefits USA
3810 Inverrary Blvd., Suite 303
Lauderhill FL 33319

Return To:
Wells Fargo Bank, N.A.
Trust Operations
NW 5159
P.O. Box 1450
Minneapolis, MN 55485-5159

\$19,539.02

PAYMENT DUE UPON RECEIPT

Account Name: City of Oakland Park Police Officers
Contact: WellsCap Client Adm Team 07329

Fold Here

Summary of Current Period Fees	Charged	Billed	Total
Administration		\$19,539.02	\$19,539.02
Total Current Period Fees		\$19,539.02	\$19,539.02

For questions about your invoice please contact our Client Administration Team at WellsCapClientInvoicing@wellsfargo.com or 1-866-259-3305.

Incoming Wire Instructions:
Wells Fargo Bank, N.A
ABA: 121000248; Acct No: 12450091270054321
AcctName: Trust Wire Clearing
FFC: Fee Processing in Payment of Invoice #xxxxxxx
Fee Processing / AU 09127

PLEASE RETURN THIS PAGE WITH PAYMENT

Account Name: City of Oakland Park Police Officers
Contact: WellsCap Client Adm Team 07329

Services	Value / Quantity	Rate	Frequency	Amount
Administration				
Market Value	11,841,827.53 @	0.0066	x 1/4	19,539.02
			Total Administration	\$19,539.02
			Total	\$19,539.02

Summary

Total Charged to Account	\$0.00
Total Billed	\$19,539.02
Payment Due	\$19,539.02

WARRANT NO. 184

For payment from the CITY OF OAKLAND PARK POLICE AND FIRE PENSION PLAN

TO: SALEM TRUST COMPANY

You are hereby authorized by the Board of Trustees of the City of Oakland Police and Fire Pension Plan to pay the amounts listed below for services rendered to the said Board of Trustees, and to pay the persons named below, hereby certified by the Board of Trustees:

<u>NAME & ADDRESS</u>	<u>AMOUNT</u>
DuLaney & Co. (Services Rendered for October 2015; invoice dtd 11/25/15)	\$4,260.00
KKJ&L (Legal Fees-Bill #17579 dated 11/30/15)	\$1,890.00
Total	\$6,150.00

Approved by the following members of the Board of Trustees this 16th day of December 2015.

Livia Giuliani 12/17/15
Trustee or Administrator

November 25, 2015

Board of Trustees, City of Oakland Park
Police and Firefighters Retirement System
c/o Mr. Pete K. Prior
Benefits USA, Inc.
3810 Inverrary Boulevard, Suite 303
Lauderhill, FL 33319

**Re: City of Oakland Park Police Officers' and Firefighters' Retirement System
Services rendered during October 2015**

Dear Trustees:

Enclosed please find our revised statement for services rendered during October 2015 in the amount of \$4,260.

If you should have any questions regarding the enclosed, please do not hesitate to contact us.

Sincerely,



Donald A. DuLaney, Jr., A.S.A., E.A.
Senior Consulting Actuary

DAD:jm

Enclosure

F:\Clients\Oakland Park\Bills\2015\October 2015.doc

RECEIVED
DEC 07 2015

City of Oakland Park Police and Firefighters Retirement System

For services rendered during October 2015	\$	4,260
• Prepared for and attended the Pension Board meeting of October 26, 2015 (4.5 hours x \$260 + 0.5 hour x \$150)	\$	1,245
• Continued work on the Actuarial Valuation for the plan year October 1, 2015, and the annual individual Employee Benefit Statements as of October 1, 2015 (2.0 hours x \$260 + 2.0 hours x \$150 + 1.0 hour x \$70)		890
• Computation of the Ad Hoc COLA benefit as of September 30, 2015 for each of the 21 retired police members (1.0 hour x \$260 + 1.0 hour x \$150 + 1.0 hour x \$70)		480
• Initial work on the GASB No. 67 report (2.0 hours x \$260 + 1.0 hour x \$150)		670
• Calculation of estimated normal retirement benefits for Deputy Sheriff Chad Bailey as of January 1, 2016 (0.5 hour x \$260 + 1.0 hour x \$150 + 1.0 hour x \$70)		350
• Calculation of estimated normal retirement benefits for Deputy Sheriff William Schwartz as of February 1, 2016 (0.5 hour x \$260 + 1.0 hour x \$150 + 1.0 hour x \$70)		350
• Initial work on the response to the Auditor's Annual Questionnaire (0.5 hour x \$260 + 0.5 hour x \$150 + 1.0 hour x \$70)		275

Hourly Rates (from 2003)

Consulting Actuary	\$260 per hour
Actuarial Analyst	\$150 per hour
Support Staff	\$ 70 per hour



Klausner, Kaufman, Jensen & Levinson

A Partnership of Professional Associations
Attorneys At Law
7080 N.W. 4th Street
Plantation, Florida 33317

Tel. (954) 916-1202
Fax (954) 916-1232

www.robertdklausner.com
Tax I.D.: 45-4083636

OAKLAND POLICE & FIREFIGHTER PENSION FUND
Attn: PETE PRIOR, ADMINISTRATOR
C/O BENEFITS USA
3810 INVERRARY BOULEVARD, #303
LAUDERHILL, FL 33319

November 30, 2015
Bill # 17579

For Legal Services Rendered Through 11/30/15

CLIENT: OAKLAND PARK POLICE & FIREFIGHTERS PENSION FUND : OAKP&F
MATTER: OAKLAND PARK POLICE & FIREFIGHTERS PENSION FUND : 900769

Professional Fees

Date	Attorney	Description	Hours	Amount
11/02/15	APL	DRAFTED EMAIL TO DIVISION OF RETIREMENT; REVIEWED FILE RE SHARE PLAN DEFAULT QUESTION	0.50	150.00
11/03/15	APL	RECEIPT AND REVIEW EMAILS RE PENDING MATTERS; REVIEW FILE	0.30	90.00
11/04/15	APL	RECEIPT AND REVIEW EMAILS AND FILE	0.10	30.00
11/06/15	APL	DRAFTED AUDIT LETTER; REVIEW FILE	1.00	300.00
11/12/15	APL	RECEIPT AND REVIEW AGREED FINAL ORDER; DRAFTED REPLY	0.70	210.00
11/18/15	RDK	REVIEW ISSUE RE UAL ON CLOSED PLANS	1.00	300.00
11/18/15	APL	RECEIPT AND REVIEW BSO CONTRACT; REVIEW EMAILS	0.70	210.00
11/18/15	APL	DRAFTED EMAIL TO DULANEY; CONFERRED WITH RDK	0.50	150.00
11/23/15	APL	RECEIPT AND REVIEW EMAIL RE LUMP SUM OPTIONS; REVIEWED PLAN; DRAFTED REPLY	0.50	150.00
11/23/15	APL	RECEIPT AND REVIEW EMAIL AND DRAFT ORDER RE RUPP; CALL TO LINK; DRAFTED EMAIL	0.50	150.00
11/24/15	APL	RECEIPT AND REVIEW EMAIL FROM DULANEY; REVIEW DIVISION OF RETIREMENT MATERIALS	0.50	150.00

Continued . . .

Client:
Matter:

OAKLAND PARK POLICE & FIREFIGHTERS PENSION FUND
900769 - OAKLAND PARK POLICE & FIREFIGHTERS

November 30, 2015
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Professional Fees Continued...

Date	Attorney	Description	Hours	Amount
		Total for Services	<u>6.30</u>	<u>\$1,890.00</u>
CURRENT BILL TOTAL AMOUNT DUE			\$	<u>1,890.00</u>

WARRANT NO. 185

For payment from the CITY OF OAKLAND PARK POLICE AND FIRE PENSION PLAN

TO: SALEM TRUST COMPANY

You are hereby authorized by the Board of Trustees of the City of Oakland Police and Fire Pension Plan to pay the amounts listed below for services rendered to the said Board of Trustees, and to pay the persons named below, hereby certified by the Board of Trustees:

<u>NAME & ADDRESS</u>	<u>AMOUNT</u>
DuLaney & Co (Services rendered for the month of November 2015)	\$4,860.00
FPPTA (Trustee School Registration for Michael Paparella)	\$450.00
Michael Paparella (Hotel and per diem for FPPTA Trustees School 1/31-2/3/16)	\$1,051.86
Total	\$6,361.86

Approved by the following members of the Board of Trustees this 21st day of December 2015.

Livia Giuliano 12/22/15
~~Trustee~~ or Administrator

December 21, 2015

Board of Trustees, City of Oakland Park
Police and Firefighters Retirement System
c/o Mr. Pete K. Prior
Benefits USA, Inc.
3810 Inverrary Boulevard, Suite 303
Lauderhill, FL 33319

**Re: City of Oakland Park Police Officers' and Firefighters' Retirement System
Services rendered during November 2015**

Dear Trustees:

Enclosed please find our statement for services rendered during November 2015 in the amount of \$4,860.

If you should have any questions regarding the enclosed, please do not hesitate to contact us.

Sincerely,



Donald A. DuLaney, Jr., A.S.A., E.A.
Senior Consulting Actuary

DAD:jm

Enclosure

F:\Clients\Oakland Park\Bills\2015\November 2015 2.doc



City of Oakland Park Police and Firefighters Retirement System

For services rendered during November 2015	\$	4,860
<ul style="list-style-type: none">Continued work on the Actuarial Valuation for the plan year October 1, 2015, and the annual individual Employee Benefit Statements as of October 1, 2015	\$	2,210
<ul style="list-style-type: none">Completed work on the DROP Fund Account Statements as of September 30, 2015 for eight (8) active and one (1) exited participants, with details on a quarter-to-date, year-to-date, and inception-to-date basis		480
<ul style="list-style-type: none">Responded to Plan Administrator's question regarding the State Chapters 175 and 185 Reserve amounts for Police and Fire members		No Charge
<ul style="list-style-type: none">Continued work on the GASB No. 67 report		820
<ul style="list-style-type: none">Continued work on the response to the Auditor's Request for information for the purpose of preparation of the September 30, 2015 financial statements		290
<ul style="list-style-type: none">Completed the DROP Account Balance Rollforward for the October 1, 2014 through September 30, 2015 plan year		430
<ul style="list-style-type: none">Work on Share Plan Allocations for Fire and Police		630

FPPTA Event Registration



Event Type: Trustees School
Event Name: Winter Trustees School
Location: Hilton Orlando Lake Buena Vista, Lake Buena Vista
Dates: January 31 - February 3, 2016

Organization: Oakland Park P&F Pension Fund
Member Name: Michael Paparella
Status: Registered
Amount: \$450.00 TS Act Reg: Oakland Park P&F Pension Fund (Michael Paparella)
Date Registered: 12/21/2015
Registered By: Livia Nixon((954) 730-2068)livia@benefits-usa.org
Date Paid: _____
Paid Using: _____

Please make checks payable to:

Florida Public Pension Trustees Association (FPPTA)

Our mailing address is:

FPPTA
2946 Wellington Circle East, Suite A
Tallahassee, FL 32309
Phone: 800-842-4064

Please note that all credit card payments must be made online at FPPTA.Org

CITY OF OAKLAND PARK P & F PENSION FUND TRAVEL AND EXPENSE REPORT

Name: (Print): Michael Paparella
 Meeting Purpose: Trustees School
 Meeting Location: Lake Buena Vista, FL

Date Begin: 1/31/2016
 End: 2/3/2016

A) Per Diem, if applicable: From: 1/31/2016 To: 2/3/2016 **4 Days x's \$75.=**
\$ 300.00

B) Daily; if applicable:

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Total
Registration								\$ -
Hotel	\$ 275.62	\$ 275.62	\$ 275.62					\$ 826.86
Breakfast	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00				\$ 80.00
Lunch	\$ 25.00							\$ 25.00
Dinner	\$ 30.00	\$ 30.00	\$ 30.00	\$ 30.00				\$ 120.00
Airfare, Taxi, Etc...								\$ -
Parking								\$ -
Tolls								\$ -
Misc.								
Total	\$ 350.62	\$ 325.62	\$ 325.62	\$ 50.00	\$ -	\$ -	\$ -	\$ 1,051.86

C) Mileage- Private Vehicle- Mileage Start _____ End: _____
Miles x's \$.575= \$ \$ -

TOTAL EXPENSES (A) + (B) + (C)= \$ 1,051.86

I hereby certify or affirm that this travel expense report is true and correct in every material matter; that the expenses were actually incurred by me as necessary expenses; and that I have not hitherto received payment for said expenses.

Mail check to:
 Sgt Michael Paparella
 Broward County Sheriff's Office
 3201 West Hallandale Beach Blvd.
 Pembroke Park, Fl. 33023

Lina Gubiani
 TRUSTEE OR ADMINISTRATOR'S SIGNATURE

12/21/15
 DATE



FLORIDA PUBLIC PENSION TRUSTEES School
 Hilton Orlando Resort Lake Buena Vista
 28-Jan-2016 to 03-Feb-2016

RESERVATION CONFIRMATION

We are pleased to confirm your reservation at Hilton Orlando Resort Lake Buena Vista. Our staff is looking forward to your arrival for FLORIDA PUBLIC PENSION TRUSTEES School. Below you will find details of your reservation. If your travel plans change and you need to modify your reservation, please [click here](#).

Hotel Confirmation	3220685029			
Date Booked	01-Dec-2015			
Reservation Name	MICHAEL PAPARELLA			
Arrival Date	31-Jan-2016			
Departure Date	03-Feb-2016			
Room Type	2 DOUBLE BEDS JUNIOR SUITE			
Number of Guests	1			
Night by Night Rate	Date	Guest(s)	Status	Rate
	31-Jan-2016	1	Confirmed	245.00
	01-Feb-2016	1	Confirmed	245.00
	02-Feb-2016	1	Confirmed	245.00
	Additional Guest		Rate	
	Second Guest		0.00	
	Third Guest		20.00	
	Fourth Guest		40.00	
	Fifth Guest		0.00	

Total Charge	735.00
Tax Disclosure	Room Rates shown do not include 12.50% Room Tax Per Night (subject to change). Total charges presented on the website will include all room fees and taxes.
Cancel Policy	A one night deposit will be charged at the time of booking and is refundable up to five days prior to arrival. All cancellations within five days of arrival will forfeit the first night's deposit.



Hilton

ORLANDO LAKE BUENA VISTA

1751 Hotel Plaza Boulevard | Lake Buena Vista, FL | 32830
t: 407-827-4000 | f: 407-827-3890

This transmission is not a digital or electronic signature and cannot be used to form, document, or authenticate a contract. Hilton accepts no liability arising in connection with this transmission

Communication Powered by:

Passkey

245.00
30.62

275.62 X 3 = 826.86

WARRANT NO. 186

For payment from the CITY OF OAKLAND PARK POLICE AND FIRE PENSION PLAN

TO: SALEM TRUST COMPANY

You are hereby authorized by the Board of Trustees of the City of Oakland Police and Fire Pension Plan to pay the amounts listed below for services rendered to the said Board of Trustees, and to pay the persons named below, hereby certified by the Board of Trustees:

<u>NAME & ADDRESS</u>	<u>AMOUNT</u>
GSK (Progress Billing; Invoice #20417128 dated 11/19/2015)	\$3,800.00
GSK (Progress Billing; Invoice #20417503 dated 12/14/2015)	\$12,000.00
Total	\$15,800.00

Approved by the following members of the Board of Trustees this 31st day of December 2015.

Livia Gubiani 12/31/15
Trustee or Administrator



**CPAs & CONSULTANTS
WEALTH ADVISORS
GOLDSTEIN SCHECHTER KOCH**

Oakland Park Police and Firefighters
Livia Nixon
C/O Benefits USA Inc
3810 Inverrary Blvd
Suite 303
Lauderhill, FL 33319

INVOICE 20417128
Invoice Date 11/19/2015
Due Date 11/19/2015
Client Number 207902
PO Number

Description	Amount
Progress billing in connection with assurance services for the year ended September 30, 2015.	3,800.00

Invoice Amount	USD	3,800.00
Prior Balance	USD	0.00
New Balance	USD	3,800.00



**CPAs & CONSULTANTS
WEALTH ADVISORS
GOLDSTEIN SCHECHTER KOCH**

Oakland Park Police and Firefighters
Livia Nixon
C/O Benefits USA Inc
3810 Inverrary Blvd
Suite 303
Lauderhill, FL 33319

INVOICE 20417503
Invoice Date 12/14/2015
Due Date 12/14/2015
Client Number 207902
PO Number

Description	Amount
Progress billing in connection with assurance services for the year ended September 30, 2015.	12,000.00

Invoice Amount	USD	12,000.00
Prior Balance	USD	3,800.00
New Balance	USD	15,800.00

WARRANT NO. 187

For payment from the CITY OF OAKLAND PARK POLICE AND FIRE PENSION PLAN

TO: SALEM TRUST COMPANY

You are hereby authorized by the Board of Trustees of the City of Oakland Police and Fire Pension Plan to pay the amounts listed below for services rendered to the said Board of Trustees, and to pay the persons named below, hereby certified by the Board of Trustees:

<u>NAME & ADDRESS</u>	<u>AMOUNT</u>
Bogdahn Group (4 th Qtr. 15; Consulting Fee-Invoice #13250 dated 12/24/15)	\$10,000.00
KKJ&L (Legal Fees-Bill #17693 dated 12/31/15)	\$2,730.00

Total **\$12,730.00**

Approved by the following members of the Board of Trustees this 11th day of January 2016.

Ayia Guliamini 1/11/16
Trustee or Administrator



4901 Vineland Rd Suite 600 Orlando, FL 32811

Invoice

Date	Invoice #
12/24/2015	13250

Bill To
Oakland Park P&F

Description	Amount
Performance Evaluation for 9/30/15 Reports and Consulting Services through 12/31/15 10/1/15 - 12/31/15	10,000.00
Balance Due	\$10,000.00

Klausner, Kaufman, Jensen & Levinson

A Partnership of Professional Associations
Attorneys At Law
7080 N.W. 4th Street
Plantation, Florida 33317

Tel. (954) 916-1202
Fax (954) 916-1232

www.robertdklausner.com
Tax I.D.: 45-4083636

OAKLAND POLICE & FIREFIGHTER PENSION FUND
Attn: PETE PRIOR, ADMINISTRATOR
C/O BENEFITS USA
3810 INVERRARY BOULEVARD, #303
LAUDERHILL, FL 33319

December 31, 2015
Bill # 17693

For Legal Services Rendered Through 12/31/15

CLIENT: OAKLAND PARK POLICE & FIREFIGHTERS PENSION FUND : OAKP&F
MATTER: OAKLAND PARK POLICE & FIREFIGHTERS PENSION FUND : 900769

Professional Fees

Date	Attorney	Description	Hours	Amount
12/01/15	APL	DRAFTED EMAIL TO DIVISION OF RETIREMENT; ATTENTION TO FILE RE SHARE PLAN ISSUES; REVIEW EMAILS	1.00	300.00
12/03/15	APL	PREPARED MEMO RE IPT DATABASE	0.30	90.00
12/04/15	APL	PHONE CONFERENCE WITH THOMPSON; REVIEW BSO FILE	1.00	300.00
12/04/15	APL	CONFERENCE CALL WITH KLAHR; DRAFTED EMAIL TO KLAHR RE BSO ISSUES	1.00	300.00
12/10/15	APL	REVIEW FILE RE SHARE DISTRIBUTION; DRAFTED EMAIL	0.50	150.00
12/14/15	APL	CONFERRED WITH DIVISION OF RETIREMENT AND LIVIA RE PENDING ISSUES FOR SHARE PLAN; DRAFTED EMAILS	1.00	300.00
12/15/15	RDK	REVIEW CONTRIBUTION ISSUES	1.00	300.00
12/15/15	APL	PHONE CONFERENCE WITH KLAHR RE PAST SERVICE LIABILITY ISSUES; REVIEW FILE	1.00	300.00
12/15/15	APL	REVIEW STATE REPORT AND SB 534 DATA	0.30	90.00
12/18/15	APL	RECEIPT AND REVIEW EMAIL FROM LINK RE IDO	0.50	150.00
12/29/15	APL	REVIEW RUPP FILE AND ORDER; DRAFTED EMAIL TO CHRISTOPER LINK	1.00	300.00
12/29/15	RDK	DISCUSSIONS RE IDO PROCEDURES	0.50	150.00

Continued . . .

Professional Fees Continued...

Date	Attorney	Description	Hours	Amount
		Total for Services	<u>9.10</u>	<u>\$2,730.00</u>
CURRENT BILL TOTAL AMOUNT DUE			\$	<u><u>2,730.00</u></u>



BENEFITS USA, INC.
 3810 Inverrary Blvd., Ste. 302
 Lauderhill, FL 33319
 (800)452-2454 / (954)730-2068

INVOICE

Bill To:
 Oakland Park Police & Fire Pension Fund
 Auto Payments for ratification at
 1/26/16 meeting; Invoice #101112-2015

Date	Hours	Description	Unit Pr	Total
October 2015		Flat Monthly Fee (auto payment for ratification only)		\$1,300.00
October 2015		Bookkeeping Fee (auto payment for ratification only)		\$275.00
November 2015		Flat Monthly Fee (auto payment for ratification only)		\$1,300.00
November 2015		Bookkeeping Fee (auto payment for ratification only)		\$275.00
December 2015		Flat Monthly Fee (auto payment for ratification only)		\$1,300.00
December 2015		Bookkeeping Fee (auto payment for ratification only)		\$275.00

GH&A
GARCIA HAMILTON & ASSOCIATES, L.P.

INVOICE # 26302

5 HOUSTON CENTER
1401 MCKINNEY, SUITE 1600
HOUSTON, TX 77010
TEL: (713) 853-2322
FAX: (713) 853-2308
WWW.GARCIAHAMILTONASSOCIATES.COM

October 14, 2015

CITY OF OAKLAND PARK POLICE, FIREFIGHTERS (3040036886) oaklandf
AND PUBLIC SAFETY OFFICERS' RETIREMENT SYSTEM
Ms. Karen Russo, Salem Trust Company
455 Fairway Drive, Suite 103
Deerfield Beach, FL 33441

GARCIA HAMILTON & ASSOCIATES
STATEMENT OF MANAGEMENT FEES

For The Period October 1, 2015 through December 31, 2015	
Portfolio Valuation with Accrued Interest as of 09-30-15	\$ 14,962,290.01
14,962,290 @ 0.200% per annum	7,481.15
Quarterly Management Fee	\$ 7,481.15
TOTAL DUE AND PAYABLE	\$ 7,481.15



City of Oakland Park Police & Fire
 c/o Benefits USA, Inc. - Livia Giuliani
 3810 Inverrary Blvd.
 Suite 303
 Lauderhill, FL 33319
livia@benefits-usa.org
ingrid@iqtaxsvc.com

January 12, 2016

Fee Advice for Period		October 1, 2015	to	December 31, 2015
Total Market Value for Fund:	\$	51,338,199.11		
Detail of Calculation:				
Market Value		Basis Point Rate	Annual Fee	Quarterly Fee
First \$20,000,000		0.0004 \$	8,000.00	
Next \$30,000,000		0.0003 \$	9,000.00	
Next \$50,000,000		0.0002 \$	267.64	\$ 4,316.91
		Number	Each	
3040036886 Buy/Sale - GHA FI		10 \$	10.00	\$ 100.00
Distribution		1 \$	15.00	\$ 15.00
3040000548 Buy/Sale - GAMCO		6 \$	10.00	\$ 60.00
Distribution		1 \$	15.00	\$ 15.00
3040000557 Buy/Sale - Wells		330 \$	10.00	\$ 3,300.00
Distribution		1 \$	15.00	\$ 15.00
3040071329 Buy/Sale - Mutual Func		2 \$	10.00	\$ 20.00
3040036573 Recurring Payments		378 \$	3.00	\$ 1,134.00
Lump Sum Payments		0 \$	15.00	\$ -
Distribution		18 \$	15.00	\$ 270.00
		FEE FOR QUARTER:		\$ 4,929.00
		TOTAL FEE:		\$ 9,245.91
		Reimbursement for Auditor Expense		\$ (514.00)
		TOTAL ADJUSTED FEE:		\$ 8,731.91

Breakdown of Fee by Account

Account #	Name	A/C Market Value	A/C MV Fee	A/C Activity Fee	Amount
3040036573	Receipt/Disbursement	\$ 465,432.81	\$ 34.48	\$ 1,404.00	\$ 1,438.48
3040036886	GHA - Fixed	\$ 14,709,603.89	\$ 1,089.62	\$ 115.00	\$ 1,204.62
3040071329	Mutual Fund	\$ 12,218,350.40	\$ 905.08	\$ 20.00	\$ 925.08
3040000548	Gamco	\$ 11,910,389.76	\$ 882.27	\$ 75.00	\$ 957.27
3040000557	Wells	\$ 12,034,422.25	\$ 891.46	\$ 3,315.00	\$ 4,206.46
		\$ 51,338,199.11	\$ 3,802.91	\$ 4,929.00	\$ 8,731.91

Please note: Salem Trust will reimburse \$2,056.00 for additional auditor expense. This will be deducted over four quarters. (Q/E 9/30/15 \$514.00, Q/E 12/31/15 \$514.00, 3/31/16 \$514.00 and Q/E 6/30/16 \$514.00)

These fees will automatically be charged to your accounts
If you have any questions, please contact Karen Russo at (954) 426-5770

Emp #	Name	Year	Code	Freq	Cycle	Employee Amt	Employer Amt	Empe Gross
8070	COLL, ARIEL R	2015	7005	M	7	118.84	505.50	1,485.44
8070	COLL, ARIEL R	2015	7005	M	8	282.23	1,200.55	3,527.92
8070	COLL, ARIEL R	2015	7005	M	9	282.23	1,200.55	3,527.92
8070	COLL, ARIEL R	2015	7005	M	10	297.08	1,156.05	3,713.61
8070	COLL, ARIEL R	2015	7005	M	11	259.95	917.31	3,249.40
8070	COLL, ARIEL R	2015	7005	M	12	391.78	1,382.51	4,897.32
8070	COLL, ARIEL R	2016	7005	M	1	89.13	325.27	371.36
						1,721.24	6,687.74	20,772.97



10691 N. Kendall Drive
Suite 310
Miami, Florida 33176

Office: (305) 274-9970
Toll Free: 1-866-322-9970
Fax: (305) 274-9946

January 18, 2016

Ms. Livia Giuliani
Benefits USA, Inc.
3810 Inverrary Boulevard
Suite 303
Lauderhill, FL 33319

**Subject: City of Oakland Park Police Officers' and Firefighters' Retirement System
Deputy Sheriff Chad Bailey**

Dear Livia:

As requested, enclosed please find our Calculation of Normal Retirement Benefits for **Chad Bailey** under the above referenced plan, based upon a Normal Retirement Date of January 1, 2016.

Mr. Bailey's monthly benefits payable from the plan commencing on January 1, 2016, may be summarized as follows:

Form of Payment	Monthly Benefit
10 Years Certain and Life Thereafter (Normal Form)	\$ 4,297.00
100% Joint and Survivor	\$ 3,980.74
75% Joint and Survivor	\$ 4,063.24
66 2/3% Joint and Survivor	\$ 4,091.60
50% Joint and Survivor	\$ 4,149.18
Life Only (Option 2)	\$ 4,332.67

*1/19/16 Verbal
will be off signed & return*

If you should have any questions, please let us know.

Sincerely,

Donald A. DuLaney, Jr., A.S.A., E.A.
Senior Consulting Actuary

DAD:jm

Enclosure

cc: Lt. Robert Rogers, with enclosure
Sgt. Michael Paparella, with enclosure

William Schwartz

- 13. Ten Years Certain and Life Thereafter - a monthly retirement income payable to the participant for ten years certain and life thereafter, commencing February 1, 2016.
 (\$4,709.00 x 1.0000) \$ 4,709.00
- 14. 100% Joint and Survivor - a monthly retirement income payable to the participant during his lifetime, with 100% of such amount (\$4,306.85) to be paid to the participant's beneficiary following the death of the participant for the remaining lifetime of the beneficiary, commencing February 1, 2016.
 (\$4,709.00 x 0.9146) \$ 4,306.85
- 15. 75% Joint and Survivor - a monthly retirement income payable to the participant during his lifetime, with 75% of such amount (\$3,308.90) to be paid to the participant's beneficiary following the death of the participant for the remaining lifetime of the beneficiary, commencing February 1, 2016.
 (\$4,709.00 x 0.9369) \$ 4,411.86
- 16. 66-2/3% Joint and Survivor - a monthly retirement income payable to the participant during his lifetime, with 66-2/3% of such amount (\$2,965.41) to be paid to the participant's beneficiary following the death of the participant for the remaining lifetime of the beneficiary, commencing February 1, 2016.
 (\$4,709.00 x 0.9446) \$ 4,448.12
- 17. 50% Joint and Survivor - a monthly retirement income payable to the participant during his lifetime, with 50% of such amount (\$2,261.03) to be paid to the participant's beneficiary following the death of the participant for the remaining lifetime of the beneficiary, commencing February 1, 2016.
 (\$4,709.00 x 0.9603) \$ 4,522.05
- 18. Life Only Annuity - a monthly retirement income payable to the participant during his lifetime only, commencing February 1, 2016.
 (\$4,709.00 x 1.0108) \$ 4,759.86


 01-19-2016

D



10691 N. Kendall Drive
Suite 310
Miami, Florida 33176

Office: (305) 274-9970
Toll Free: 1-866-322-9970
Fax: (305) 274-9946

January 14, 2016

Ms. Livia Giuliani
Benefits USA, Inc
3810 Inverrary Boulevard, Suite 303
Lauderhill, FL 33319

**Re: City of Oakland Park Police Officers' and Firefighters' Retirement System
Juan Sanchez**

Dear Livia:

As requested, we have calculated the refund of accumulated employee contributions due to Mr. Juan Sanchez under the above referenced retirement plan upon his termination date of August 17, 2015.

We have calculated the refund of accumulated employee contributions as follows:

- After-tax contributions:	\$	0.00
- Total contributions:		3,415.54
- Interest from date of hire (10/21/14) through date of termination (8/17/15)		<u>0.00</u>
- Refund due	\$	3,415.54

Because the member was hired after March 1, 2013, no interest was credited.

In our opinion, based on the member's date of hire on October 21, 2014, the entire amount shown above is eligible to be rolled over into a qualified retirement plan.

If you should have any questions regarding the calculation, please let us know.

Sincerely,

Donald A. DuLaney, Jr., A.S.A., E.A.
Senior Consulting Actuary

DAD:cp

cc: ✓ Lt. Robert Rogers

F:\Clients\Oakland Park\Calc\Sanchez Juan Refund.doc

October 27, 2015

Renee M. Shrout
City Clerk
City of Oakland Park, FL
3650 NE 12th Avenue
Oakland Park, FL 33334

Re: Oakland Park Pension Board

Dear Ms. Shrout,

I serve on the Oakland Park Pension Board ("Pension Board") and will be moving from Oakland Park in the near future. At the Pension Board meeting held October 26, 2015, I informed the Pension Board of my intent to resign effective October 30, 2015. The Pension Board attorney noted that board members could remain on a city board until their replacement was found, even if, the member no longer resided in the city. After discussion with the Pension Board, I was asked, and agreed, to remain on the Pension Board until my replacement was appointed to the Pension Board. I hereby submit my resignation from the Pension Board, effective upon the election of my replacement to the Pension Board.

Very truly yours,



Cory Shade

Cc: David Hebert



A PARTNERSHIP OF PROFESSIONAL ASSOCIATIONS
ATTORNEYS AT LAW

Writer's e-mail: adam@robertdklausner.com

November 6, 2015

By Email: svetlana.klimova@gskavisors.com

Svetlana Klimova
Goldstein Schechter Koch, P.A.
4000 Hollywood Boulevard
Suite 215 South
Hollywood, FL 33021

Re: Oakland Park Police and Fire Pension Plan ("Plan")
Our File No. 900769

Dear Ms. Klimova:

Pursuant to your request, we advise you as follows in connection with your examination of the accounts of the above Pension Plan.

We call your attention to the fact that this firm has, during the past year, represented the Plan only in connection with certain matters and, therefore, there may be other matters of which we are not aware.

Referring to the Plan's request that you be furnished by us with information in respect to threatened or pending litigation regarding it or other claims, threatened or pending, against it or any other contingent liabilities of it, please be advised that our response is limited as follows:

1. We are using the following definition of "contingent liabilities": threatened or pending litigation or other threatened or asserted claims that in each case are understood by us to be claims that are not admitted liabilities and are being or would be contested. "Threatened litigation" or "threatened claims" are defined to involve those instances where a potential claimant has manifested to counsel an awareness of and present intention to assert a possible claim.

00063714.WPD;1

7080 NORTHWEST 4TH STREET, PLANTATION, FLORIDA 33317

PHONE: (954) 916-1202 • FAX: (954) 916-1232
www.robertdklausner.com



November 6, 2015

Page 2

2. We are not undertaking comment upon other contingencies, including, without limitation (a) the possibility of losses from wars, strikes, catastrophes not ordinarily insured against or otherwise provided for, currency revaluations or a business recession, and (b) the possibility of tax assessments resulting from a challenge in the future of items in tax returns for open years.

3. We are not undertaking to comment upon any specified contractually assumed liabilities, whether contingent or otherwise.

4. Our response is directed only to matters which have been given substantive attention by us in form of legal consultation. In preparation of this response, our procedures have been limited to an endeavor to determine from attorneys presently in our firm who have performed services for the Plan. Accordingly, it is to be noted that we have made no independent review of any of the Plan's transactions or contractual arrangements for the purposes of this response.

Subject to the foregoing we advise you as follows:

There is no pending litigation against the Pension Plan, nor has any claim been made to the Plan which has been referred to our office for action.

Except as specifically set forth, the information herein is as of the date of this letter and we assume no obligation to advise you of changes which may hereafter be brought to our attention.

The Plan has asked that whenever, in the course of performing legal services for it with respect to a matter recognized to involve an unasserted possible claim or assessment that may call for financial statement disclosures, we have formed a professional conclusion that it should disclose or consider disclosure concerning such possible claim or assessment, that we will advise it and will consult with it concerning the question of such disclosure and the applicable requirements of the Statement of Financial Accounting No. 5. We must respectfully advise that it is contrary to our firm's policy to confirm such understandings.

As of September 30, 2015, the Plan was not indebted to our firm.

This letter is solely for your information in connection with your audit of the financial condition of the Plan and is not to be quoted in whole or in part or otherwise referred to in any financial statements of the Plan or related documents, nor is it to be filed with any governmental agency or other person without the prior written consent of this firm. Notwithstanding the foregoing,

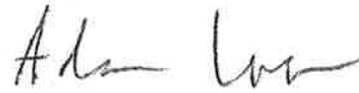
November 6, 2015

Page 3

this letter may be furnished to others in compliance with court process or in connection with any challenge regarding your audit by the Plan or a regulatory agency.

KLAUSNER, KAUFMAN, JENSEN & LEVINSON

By:



ADAM P. LEVINSON

APL/yv

cc:

Mr. Pete Prior, Plan Administrator

Livia Giuliani



MEMORANDUM

TO: ALL 175-185 PLANS

FROM: KLAUSNER KAUFMAN JENSEN & LEVINSON

RE: INSURANCE PREMIUM TAX (IPT) DATABASE REMINDER

DATE: DECEMBER 5, 20015

Following the adoption of SB 172 and the renewed focus on premium taxes, it is useful to update clients on the ways of maximizing your receipt of revenue, whether the premium taxes are used to offset City contributions or are being paid into a share plan. In other words, the purpose of this memorandum is to provide a friendly reminder about low hanging fruit, the collection of which is mutually beneficial for the retirement system and the city/plan sponsor.

This memo will describe **what can be done to improve the collection of Insurance Premium Tax (IPT) revenue, which is dedicated for Chapter 175 and Chapter 185 pension plans, and communications services tax (CST) revenue which is payable to cities.** Our informal sampling of cities in the IPT/CST database suggests that many cities have not updated the database for several years.

In particular, we have determined that IPT database shortcomings often arise in the following three instances: 1) municipal annexations, 2) new construction on previously undeveloped land, and 3) areas under which police or fire services are being contractually provided by inter-local agreement.

In sum, it is not safe to assume that the database is automatically registering your recent annexations, new construction or inter-local service boundaries. This is particularly true if there has been turnover in your city in the positions responsible for working with the Department of Revenue, as the IPT database contact person.

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7080 NORTHWEST 4TH STREET, PLANTATION, FLORIDA 33317

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What can you do?

- 1) Provide a copy of this memo to your city's assigned IPT database contact person. A copy of the Department of Revenue's contact list is attached, which should contain the name, telephone number and email address for your city's assigned IPT contact person.
- 2) Pay attention to any annexations during the past several years. Our office is happy to help verify that the new properties have been properly added into the database;
- 3) Periodically use the <https://pointmatch.state.fl.us> website to independently verify that city addresses are included in the database. A copy of the online "tax and address lookup" tool is attached.
- 4) Explain to your city that the proper registration of correct municipal boundaries, addresses and police/fire codes is in the mutual interest of your pension plan and the city. Because the identical database is used to allocate CST taxes to cities, as well as IPT taxes to the pension plans, it is in the collective interest of both the plans and plan sponsors that the database is being correctly updated and periodically monitored.

If the attached list doesn't provide a contact for your city, it is important to make sure that a contact person is assigned and trained to work with the database;

Our office is available to answer any questions on this subject.

Address Lookup

Welcome to Florida's Tax and Address Lookup System.

Use the search options below to find tax rates for any address in Florida. You can search by single address, full street, jurisdiction, county or special fire district. Sorting options allow for customizing of search results. For more information or help with searching, please refer to our [User Guide](#), [Address Lookup Tips](#) or [contact us](#).

Search results may contain pending changes that will become effective in a future update.

Address Information				
House Number	Pre-Dir (N,S)	Street Name (do not include street type)	Street Type (AVE, BLVD, ST)	Post-Dir (N,S)
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
City Name	ZIP Code			
<input type="text"/>	<input type="text"/>			

 **Hint**
Try removing the City Name or ZIP Code from your search. Your results will be broadened.

Jurisdiction Information		
County Name	Jurisdiction Name	Special Fire District Name
<input type="text"/>	<input type="text"/>	<input type="text"/>

Jurisdiction	First Name	Last Name	Phone	Email
BOCA GRANDE FCD	Nancy	Coleman	941-964-2908	nancybocafire@comcast.net
BONITA SPRINGS FCD	Lisa	Gendron	239-390-7953	lisag@bonitafire.org
ESTERO FCD	Todd	Coulter	239-390-8000	coulter@esterofire.org
ESTERO FCD	Scott	Vanderbrook	239-390-8000	vanderbrook@esterofire.org
GREATER NAPLES FCD	Tara	Bishop	239-348-7540 x215	tbishop@enfcd.org
GREATER NAPLES FCD	Patti	Rodgers	239-970-0175	patti.advmail@comcast.net
HOLLEY-NAVARRE FCD	Melissa	Severt	850-939-5236	admin17@hnfd.org
MIDWAY FCD	Jonathan	Kanzigg	850-932-4771	jonathan.kanzigg@midwayfire.com
MIDWAY FCD	Missy	Scarborough	850-932-4771	missy.scarborough@midwayfire.com
NORTH BAY FCD	Lloyd	Losinger	850-897-3689	LTLOSINGER@NORTHBAYFD.ORG
NORTH COLLIER FCD	Becky	Bronsdon	239-597-3222	bbronsdon@northnaplesfire.com
NORTH COLLIER FCD	Patti	Rodgers	239-970-0175	patti.advmail@comcast.net
NORTH RIVER FCD	Rod	Griffon	941-721-6700	griffon@nrfd.org
OCEAN CITY-WRIGHT FCD	Charles	Darr	850-699-7949	ccjdarr1234@yahoo.com
OCEAN CITY-WRIGHT FCD	William	Lord	850-862-1185 x3	belord@ocwfcfd.org
OKALOOSA ISLAND FCD	Kevin	Carvalho	850-244-5373 x203	ac@oifd.org
OKALOOSA ISLAND FCD	Mike	Strawn	850-244-5373	mstrawn@oifd.org
PALM HARBOR FCD	Doug	Zimmerman	727-784-0454	rzimmerman@palmharborfd.com
SAN CARLOS PARK FCD	Jennifer	Bossi	239-267-7525	bossi@sancarlosfire.org
SAN CARLOS PARK FCD	David	Cambareri	239-267-7525	cambareri@sancarlosfire.org
SOUTH WALTON FCD	Carole	Martin	850-267-1298 x208	cmartin@swfd.org
SOUTHERN MANATEE FCD	Robert	Bounds	941-751-7675 x394	rbounds@smfr.com
ST LUCIE FCD	Ronald	Parrish	772-621-3312	rparrish@slcfd.org
WEST MANATEE FCD	Kenneth	Price	941-761-1555 x504	andy.price@wmfr.org
ALACHUA	Marcian	Brown	386-418-6165	mbrown@cityofalachua.com
ALACHUA	Burgess	Mason	352-338-7361 x2341	bmason@alachuacounty.us
ALFORD	Silvestra	Tharp	850-579-4684	townofalford@embarqmail.com
ALTHA	Carol	Finuff	850-762-3280	townofaltha@yahoo.com
ANNA MARIA	Shannon	Ansbro	941-748-4501 x3415	shannon.ansbro@mymanatee.org
ANNA MARIA	DIANA L	PERCYCOE	941-708-6130 x22	AMCLERK@CITYOFANNAMARIA.COM
APALACHICOLA	Lee H.	Mathes	850-653-9319	leemathes@cityofapalachicola.com
APOPKA	Pamela	Barclay	407-703-1709	pbarclay@apopka.net
ARCHER	Burgess	Mason	352-338-7361 x2341	bmason@alachuacounty.us

Jurisdiction	First Name	Last Name.	Phone	Email
ARCHER	John	Mayberry	352-495-2880 x102	jmayberry@cityofarcher.com
ATLANTIC BEACH	Jeremy	Hubsch	904-247-5817	jhubsch@coab.us
ATLANTIS	Mo	Thornton	561-965-1744	mthornton@atlantisfl.gov
AUBURNDALE	Shirley	Lowrance	863-968-5133	slowrance@auburndalefl.com
AVENTURA	Brian	Raducci	305-466-8920	braducci@cityofaventura.com
AVON PARK	Allison	Jacobs	863-452-4409	ajacobs@avonpark.cc
BAL HARBOUR	Christopher	Wallace	305-866-4633 x329	cwallace@balharbour.org
BALDWIN	Lula	Hill	904-266-5031	lhill@baldwinfl.com
BARTOW	Andrea	Henley-Pratt	863-534-6816	apratt.finance@cityofbartow.net
BARTOW	DAVID	WRIGHT	863-534-0100 x1349	dwright.finance@cityofbartow.net
BASCOM	Chrystal	Bryan	850-569-2007	Townofbascom@centurylink.net
BAY HARBOR ISLANDS	Alan	Short	305-866-6241	ashort@bayharborislands.net
BELL	Dan	Cavanah	352-463-6288	townmanager@townofbellflorida.com
BELLEAIR BLUFFS	DEBRA	SULLIVAN	727-584-2151	DSULLIVAN@BELLEAIRBLUFFS-FL.GOV
BELLEAIR SHORE	Bonnie	Dhonau	727-593-9296	bonnie@myindianshores.com
BELLEAIR SHORE	John	Robertson	727-593-9296	jrberts@tampabay.rr.com
BELLEVIEW	Richard	Webb	352-671-8460	richard.webb@marioncountyfl.org
BEVERLY BEACH	DONNA	FRANCIS	386-439-6888	obeverybeacht@cfl.rr.com
BLOUNTSTOWN	Traci	Hall	850-674-5488	thall@blountstown.org
BOCA RATON	Patricia	White	561-393-7253	pwhite@ci.boca-raton.fl.us
BONIFAY	Jeri	Gibson	850-547-4238	cityofbonifay.jeri@embarqmail.com
BONITA SPRINGS	Matt	Feeney	239-949-6246	matt.feeney@cityofbonitasprings.org
BONITA SPRINGS	Brenda	Reetz	239-949-6271	brenda.reetz@cityofbonitasprings.org
BOYNTON BEACH	John	McNally	561-742-6073	mcnallyj@bbfl.us
BOYNTON BEACH	Terri	Owens	561-742-6077	owenst@bbfl.us
BRADENTON	Sharon	Beauchamp	941-932-9442	sharon.beauchamp@cityofbradenton.com
BRADENTON	Tatiana	Gonzalez	941-932-9403	tatiana.gonzalez@cityofbradenton.com
BRADENTON BEACH	Shannon	Ansbro	941-748-4501 x3415	shannon.ansbro@mymanatee.org
BRANFORD	Donna	Hardin	386-935-1146	townofbranford@windstream.net
BRINY BREEZES	Carol	Lang	561-272-5495	brinytownclerk@yahoo.com
BRISTOL	Robin	Hatcher	850-643-2261	rmh.cityofbristol@fairpoint.net
BROOKSVILLE	JESSICA	HAYDEN	352-754-4190 x25015	jhayden@hernandocounty.us
BROOKSVILLE	Darlene	Marshall	352-754-4190 x25161	dmarshall@hernandocounty.us

Jurisdiction	First Name	Last Name	Phone	Email
BUSHNELL	Stacy	Gant	352-569-6700 x6732	stacy.gant@sumtercountyfl.gov
BUSHNELL	Denise	Lee	352-793-2591 x103	dlee@cityofbushnellfl.com
CALLAHAN	APRIL	WATERS	904-879-3801	admin@townofcallahan-fl.gov
CALLAWAY	Michael	Fuller	850-871-6000	mfuller@cityofcallaway.com
CALLAWAY	Jennifer	Morgan	850-248-8073	jmorgan@baycountyfl.gov
CAMPBELLTON	Brenda	Griffin	850-263-4535	tc32426@bellsouth.net
CAPE CORAL	Sheena	Milliken	239-574-0489	smillike@capecoral.net
CARRABELLE	Keisha	Messer	850-697-2727 x103	keishakk@fairpoint.net
CASSELBERRY	Jeff	Miele	407-262-7700 x1155	jmiele@casselberry.org
CEDAR KEY	Frances	Hodges	352-543-5132	zhodges@bellsouth.net
CENTER HILL	Stacy	Gant	352-569-6700 x6732	stacy.gant@sumtercountyfl.gov
CENTER HILL	Diane	Lamb	352-793-4431	cntrhill@embarqmail.com
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CLEARWATER	ROBIN	GOMEZ	727-562-4550	robin.gomez@myclearwater.com
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CLEWISTON	Ted	Byrd	863-983-1484 x220	Ted.Byrd@Clewiston-FL.gov
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COLEMAN	Akiko	Teagle	352-748-1017	ccityhall@cfl.rr.com
COOPER CITY	Joanne	Hooks	954-434-4300 x242	joanneH@coopercityfl.org
CORAL GABLES	Mark	Hebert	305-733-0312	mhebert@coralgables.com
CORAL SPRINGS	Sherri	Toops	954-346-1723	SToops@coralsprings.org
CORAL SPRINGS	Dmitriy	Topolinskiy	954-344-1079	dtopolinskiy@coralsprings.org
CRESCENT CITY	Patrick	Kennedy	386-698-2525 x246	citymanager@cresecentcity-fl.com
CRESTVIEW	Teresa	Gaillard	850-689-1619 x225	teresagaillard@cityofcrestview.org
CROSS CITY	Chuck	Elton	352-498-1240 x227	chuck.elton@dixieemergency.com
CRYSTAL RIVER	Dennis	Bungo	352-527-5530	dennis.bungo@bocc.citrus.fl.us
CRYSTAL RIVER	Jackie	Gorman	352-795-4216 x308	JGorman@crystalriverfl.org

Jurisdiction	First Name	Last Name	Phone	Email
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DANIA BEACH	Nicki	Satterfield	954-924-6800 x3609	nsatterfield@ci.dania-beach.fl.us
DAVENPORT	Amy	Arrington	863-419-3300	aarrington@mydavenport.org
DAVIE	Irene	DeGroot	954-797-2065	irene_degroot@davie-fl.gov
DAYTONA BEACH	Edward	Evanson	386-671-7914	evansone@codb.us
DAYTONA BEACH	Pratima	Strong	386-671-7927	strongp@codb.us
DAYTONA BEACH SHORES	Nancy	Church	386-736-5973 x12474	nchurch@volusia.org
DAYTONA BEACH SHORES	Stewart	Cruz	386-763-5361	scruz@cityofdbs.org
DEBARY	Nancy	Church	386-736-5973 x12474	nchurch@volusia.org
DEERFIELD BEACH	HUGH	DUNKLEY	954-420-5571	hdunkley@deerfield-beach.com
DEFUNIAK SPRINGS	Kevin	Laird	850-892-2452	laikevin@co.walton.fl.us
DEFUNIAK SPRINGS	Loretta	Laird	850-892-8500	planning@defuniaksprings.net
DELAND	Catherine	Archer	386-626-7074	archerc@deland.org
DELAND	Nancy	Church	386-736-5973 x12474	nchurch@volusia.org
DELRAY BEACH	Danee	Smith	561-243-7039	smithdl@mydelraybeach.com
DELTONA	Nancy	Church	386-736-5973 x12474	nchurch@volusia.org
DELTONA	Irma	Taylor	386-878-8559	itaylor@deltonafl.gov
DESTIN	Bragg	Farmer	850-337-3146	bfarmer@cityofdestin.com
DORAL	Matilde	Menendez	305-593-6725 x4000	matilde.menendez@cityofdoral.com
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EATONVILLE	KATRINA	GIBSON	407-623-8900 x8905	kgibson@townofeatonville.org
EDGEWATER	Nancy	Church	386-736-5973 x12474	nchurch@volusia.org
EDGEWATER	Jonathan	McKinney	386-424-2400 x1301	jmckinney@cityofedgewater.org
EDGEWOOD	Bea	Meeks	407-851-2920	bmeeks@edgewood-fl.gov
ESTERO	Lisa	Pace	239-390-8000	pace@estero-fl.gov
ESTO	Thomas	Murphy	850-263-0911	estofiredpt@att.net
ESTO	Jody	Sellers	850-263-6521	townofesto@att.net
EUSTIS	Jim	Myers	352-483-5440	myersj@ci.eustis.fl.us
EVERGLADES CITY	RAQUEL	PINES	239-695-3781	RPINES8740@AOL.COM
FELLSMERE	LARRY	NAPIER	772-646-6307	financedirector@cityoffellsmere.org
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FERNANDINA BEACH	Janet	Harris	904-310-3327	jharris@fbfl.org

Jurisdiction	First Name	Last Name	Phone	Email
FLAGLER BEACH	Nancy	Church	386-736-5973 x12474	nchurch@volusia.org
FLAGLER BEACH	Penny	Overstreet	386-517-2000 x233	poverstreet@cityofflaglerbeach.com
FORT LAUDERDALE	Pamela	Winston	954-828-5274	pwinston@fortlauderdale.gov
FORT LAUDERDALE	Ian	Wint	954-828-6332	iWint@fortlauderdale.gov
FORT MEADE	Melissa	Newman	863-285-1100 x233	mnewman@cityoffortmeade.com
FORT MYERS	Meghan	Grimard	239-321-7177	mgrimard@cityftmyers.com
FORT MYERS	Shellie	Watts	239-321-7904	swatts@cityftmyers.com
FORT MYERS BEACH	Josh	Overmyer	239-765-0202 x115	josh@fortmyersbeachfl.gov
FORT PIERCE	Zethilia	Gumbs-Stone	772-467-3075	zethiliagumbs@city-ftpierce.com
FORT WALTON BEACH	Mike	Bryant	850-833-9647	mbryant@fwb.org
FORT WALTON BEACH	Luci	Hawkins	850-833-9648	shawkins@fwb.org
FREETPORT	Robin	Haynes	850-835-2822	rhaynes@freeportflorida.gov
FREETPORT	Kevin	Laird	850-892-2452	laikevin@co.walton.fl.us
FROSTPROOF	Melody	Walsh	863-635-8504	mwalsh@cityoffrostproof.com
FRUITLAND PARK	Tannette	Gayle	352-360-6727	tgayle@fruitlandpark.org
GAINESVILLE	Burgess	Mason	352-338-7361 x2341	bmason@alachuacounty.us
GAINESVILLE	April	Shuping	352-393-8782	shupingma@cityofgainesville.org
GLEN RIDGE	Michelle	Suiter	561-697-8868	glenridgetownof@bellsouth.net
GLEN ST MARY	Donna	Loadholtz	904-259-3777	glenstmary@nefcom.net
GOLDEN BEACH	Maria	Camacho	305-932-0744 x228	mcamacho@goldenbeach.us
GOLF	Beatrice	Galeano	561-732-0236	bgaleano@villageofgolf.org
GRAND RIDGE	Alicia	Corder	850-592-4621	grandridgetownclerk@embarqmail.com
GRANT-VALKARIA	Susanne	Krueger	321-951-1380	clerk@grantvalkaria.org
GREEN COVE SPRINGS	Marlena	Guthrie	904-297-7500 x3309	mguthrie@greencovesprings.com
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GREENWOOD	Cindy	Croxton	850-594-1216	townhall@townofgreenwood.org
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GULFPORT	Cheryl	Hannafin	727-893-1014	channafin@mygulflight.us
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Jurisdiction	First Name	Last Name	Phone	Email
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HAWTHORNE	Burgess	Mason	352-338-7361 x2341	bmason@alachuacounty.us
HAWTHORNE	Ellen	Vause	352-481-2432	evause@cityofhawthorne.net
HIALEAH	Ines	Beecher	305-883-5931	IBeecher@hialeahfl.gov
HIALEAH	Ramiro	De Armas	305-883-8051	radearmas@hialeahfl.gov
HIGH SPRINGS	Jennifer	Stull	386-454-1416 x7222	jstull@highsprings.us
HIGHLAND BEACH	CALE	CURTIS	561-278-4548 x2002	CCURTIS@CI.HIGHLAND-BEACH.FL.US
HILLCREST HEIGHTS	Larry	Blackwelder	863-638-2732	townofhillcrestheights@netzero.com
HILLIARD	Jason	Gregory	904-491-7300 x7316	jgregory@nassaufpa.com
HILLSBORO BEACH	Jean-Marie	Mark	954-427-4011	jmark@townofhillsborobeach.com
HOLLY HILL	Nancy	Church	386-736-5973 x12474	nchurch@volusia.org
HOLLY HILL	Kurt	Swartzlander	386-248-9427	kswartzlander@hollyhillfl.org
HOLLYWOOD	Shawn	Burgess	954-921-3232	sburgess@hollywoodfl.org
HOLMES BEACH	Shannon	Ansbro	941-748-4501 x3415	shannon.ansbro@mymanatee.org
HORSESHOE BEACH	Chuck	Elton	352-498-1240 x227	chuck.elton@dixieemergency.com
HOWEY-IN-THE-HILLS	Brenda	Brasher	352-324-2290	bbrasher@howey.org
HOWEY-IN-THE-HILLS	Russell	Casson	352-324-2264	rcasson@howey.org
HYPOLUXO	Barbara	Searls	561-582-0155	bsearls@hypoluxo.org
INDIALANTIC	Laura	Eaton	321-723-2242	leaton@indialantic.com
INDIAN CREEK	C. Samuel	Kissinger	305-865-4121	mlima@icvps.org
INDIAN HARBOUR BEACH	Shauna	Hume	321-773-3181 x125	shume@indianharbour.org
INDIAN HARBOUR BEACH	kim	mclaughlin	321-773-3181 x149	kmclaughlin@indianharbour.org
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INDIAN SHORES	LISA	ROBINSON	727-595-4020	LROBINSON@MYINDIANSHORES.COM
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INVERNESS	Cheryl	Chiodo	352-726-5016 x1208	cchiodo@inverness-fl.gov
ISLAMORADA	Maria	Aguilar	305-664-6445	maria.aguilar@islamorada.fl.us
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JACKSONVILLE	Regina	Daas	904-255-8123	rdaas@coj.net

Jurisdiction	First Name	Last Name	Phone	Email
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JASPER	Margaret	Harper	386-792-1212	margareth@windstream.net
JAY	Linda	Carden	850-675-4556	townclrk@bellsouth.net
JENNINGS	Christy	Smith	386-938-4131	jenningsch09@yahoo.com
JUNO BEACH	Matthew	Pazanski	561-656-0320	mpazanski@juno-beach.fl.us
JUPITER	David	Kemp	561-741-2452	davidk@jupiter.fl.us
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KEY COLONY BEACH	Kathryn	McCullough	305-289-1212 x0	clerk2@keycolonybeach.net
KEY WEST	Nancy	Kielman	305-809-3821	ngibson@keywestcity.com
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KISSIMMEE	Brian	Brown	407-742-0200 x0272	kbrown3@osceola.org
LA CROSSE	C. Dianne	Dubberly	386-462-2784	lacrosse386@windstream.net
LA CROSSE	Burgess	Mason	352-338-7361 x2341	bmason@alachuacounty.us
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UNINCORPORATED LAKE	Brandon	Barnett	352-343-9488	bbarnett@lakecountyfl.gov
UNINCORPORATED LAKE	Laura	Nichols	352-253-1818	lnichols@lakecountyfl.gov
UNINCORPORATED LEE	Amy	Hoyt	239-533-8558	ahoyt@leegov.com

Jurisdiction	First Name	Last Name	Phone	Email
UNINCORPORATED TAYLOR	Danny	Griner	850-838-3500 x1	building.director@taylorcountygov.com
UNINCORPORATED UNION	Timothy	Allen	386-496-4300	allentc@unionsheriff.us
UNINCORPORATED UNION	Justin	Stankiewicz	386-496-0027	justins@unionclerk.com
UNINCORPORATED VOLUSIA	Nancy	Church	386-736-5973 x12474	nchurch@volusia.org
UNINCORPORATED VOLUSIA	Robin	Todd	386-736-5938 x12658	RTodd@volusia.org
UNINCORPORATED WAKULLA	Sybil	Taylor	850-926-0500 x507	STAYLOR@MYWAKULLAPA.COM
UNINCORPORATED WALTON	Matthew	Betts	850-892-2452	betmatthew@co.walton.fl.us
UNINCORPORATED WALTON	Kevin	Laird	850-892-2452	laikevin@co.walton.fl.us
UNINCORPORATED WASHINGTON	Deidra	Pettis	850-638-6325	dpettis@washingtonfl.com
VENICE	Jeff	Snyder	941-486-2626 x26006	jsnyder@venicegov.com
VERO BEACH	Jim	Kirkpatrick	772-978-4870	jkirkpatrick@covb.org
VIRGINIA GARDENS	Fred S.	Deno IV	305-871-6104	mayor@virginiagardens-fl.gov
WALDO	Burgess	Mason	352-338-7361 x2341	bmason@alachuacounty.us
WALDO	Kim	Worley	352-468-1001	kim@waldo-fl.com
WAUCHULA	Jim	Hay	863-832-0896	jimhay@cityofwauchula.com
WAUSAU	Margaret	Riley	850-638-1781	townofwausau@bellsouth.net
WEBSTER	Stacy	Gant	352-569-6700 x6732	stacy.gant@sumtercountyfl.gov
WEBSTER	Dana	Waters	352-793-2073	webstercityhall@cfl.rr.com
WEEKI WACHEE	JESSICA	HAYDEN	352-754-4190 x25015	jhayden@hernandocounty.us
WEEKI WACHEE	Darlene	Marshall	352-754-4190 x25161	dmarshall@hernandocounty.us
WELAKA	Judy	Jones	386-467-9800	jjones@welaka-fl.gov
WELLINGTON	Nestor	Navarro	561-791-4148	nnavarro@wellingtonfl.gov
WELLINGTON	Tanya	Quickel	561-791-4113	tquickel@wellingtonfl.gov
WEST MELBOURNE	Margaret	Starkey	321-837-7775	mstarkey@westmelbourne.org
WEST MIAMI	MERCEDES	LEON	305-266-1122	cwmleon@bellsouth.net
WEST PALM BEACH	E Barrett (Barry)	Atwood Sr	561-822-1328	batwood@wpb.org
WEST PARK	Christopher	Wallace	954-903-0712 x205	cwallace@cityofwestpark.org
WESTON	David E	Keller	954-385-2000	dkeller@westonfl.org
WEWAHITCHKA	Connie	Parrish	850-639-2605	connieparrish@fairpoint.net
WHITE SPRINGS	Pam	Tomlinson	386-397-2310	cityhall@windstream.net
WILDWOOD	Stacy	Gant	352-569-6700 x6732	stacy.gant@sumtercountyfl.gov
WILLISTON	Adam	Hall	352-528-3060	adam.hall@ci.williston.fl.us
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UNINCORPORATED LEON	Elizabeth	Ostrus	850-606-5589	ostruse@leoncountyfl.gov
UNINCORPORATED LEON	Daniel	Thomas	850-606-5593	thomasd@leoncountyfl.gov
UNINCORPORATED LEVY	Christine	Sheppard	352-486-5214	csheppard@levyso.com
UNINCORPORATED LIBERTY	Stephen	Ford	850-643-4960	lc911ford@gtcom.net
UNINCORPORATED MADISON	Cynthia	Colwell	850-973-1454	gis@madisoncoannex.com
UNINCORPORATED MANATEE	Shannon	Ansbro	941-748-4501 x3415	shannon.ansbro@mymanatee.org
UNINCORPORATED MARION	Richard	Webb	352-671-8460	richard.webb@marioncountyfl.org
UNINCORPORATED MARTIN	Emily	Kohler	772-288-5692	ekohler@martin.fl.us
UNINCORPORATED MARTIN	Frank	Veldhuis	772-320-3099	fveldhui@martin.fl.us
UNINCORPORATED MONROE	Bryan	Davison	305-289-2533	davison-bryan@monroecounty-fl.gov
UNINCORPORATED NASSAU	Jason	Gregory	904-491-7300 x7316	jgregory@nassauflpa.com
UNINCORPORATED OKALOOSA	Christine	Cooper	850-689-5606 x5606	cocooper@co.okaloosa.fl.us
UNINCORPORATED OKALOOSA	Kimberly	Steele	850-651-7598	ksteele@co.okaloosa.fl.us
UNINCORPORATED ORANGE	Bob	Drow	407-836-5327	Robert.Drow@ocfl.net
UNINCORPORATED ORANGE	Zheng	Song	407-836-2939	zheng.song@ocfl.net
UNINCORPORATED OSCEOLA	Brian	Brown	407-742-0200 x0272	kbrown3@osceola.org
UNINCORPORATED OSCEOLA	Denise	Wilson	407-742-5910	denise.wilson@osceola.org
UNINCORPORATED PALM BEACH	Brenda	Conner	561-233-5012	bconner@pbcgov.org
UNINCORPORATED PALM BEACH	Sean	MacDonald	561-233-5316	smacdonna@pbcgov.org
UNINCORPORATED PASCO	Jeremy	Edwards	727-815-7042 x7042	jedwards@pascocountyfl.net
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UNINCORPORATED POLK	Lita	McHugh	863-534-7636	LitaMcHugh@polk-county.net
UNINCORPORATED PUTNAM	Robert	Stender	386-229-0390	bob.stender@putnam-fl.com
UNINCORPORATED PUTNAM	Venessa	Thompson	386-326-2718	venessa.thompson@putnam-fl.com
UNINCORPORATED SANTA ROSA	Val	Jarvis	850-983-1844	gisupdates@santarosa.fl.gov
UNINCORPORATED SARASOTA	Karen	Fratangelo	941-302-8636	kfratang@scgov.net
UNINCORPORATED SEMINOLE	Howard	Lebowitz	407-665-7170	hlebowitz@seminolecountyfl.gov
UNINCORPORATED SEMINOLE	Cecilia	Monti	407-665-7175	cmonti@seminolecountyfl.gov
UNINCORPORATED ST JOHNS	Michael	Campbell	904-209-0778	mcampbell@sjcfl.us
UNINCORPORATED ST LUCIE	Edwin	Blaine	772-462-6456	blaine@stlucieco.org
UNINCORPORATED SUMTER	Stacy	Gant	352-569-6700 x6732	stacy.gant@sumtercountyfl.gov
UNINCORPORATED TAYLOR	Jami	Boothby	850-838-3500 x110	building.tech@taylorcountygov.com

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WINTER HAVEN	Debbie	Tate	869-291-5667 x308	dtate@mywinterhaven.com
WINTER SPRINGS	Kerwin	Maynor	407-327-6562	kmaynor@winterspringsfl.org
WORTHINGTON SPRINGS	Patricia	Harrell	386-496-1006	clerkharrell@windstream.net
YANKEETOWN	Laura	Coyle	352-447-2511	yankeetownth@bellsouth.net
ZOLFO SPRINGS	Linda	Roberson	863-735-0405 x222	townclerk@townofzolfo.com