

**CITY OF MIAMI BEACH, FLORIDA  
FIREMEN'S RELIEF AND PENSION FUND  
MEETING OF THE BOARD OF TRUSTEES**

*June 6, 2011  
8:30 A.M.  
Fire Chief's Office  
Conference Room*

**MINUTES OF MEETING:**

*Call To Order*

Board Members present:

FIRE DEPARTMENT

Lee Amato, Chairperson  
Eric Yuhr, Trustee  
Robert Dowling, Secretary

ADMINISTRATION

Rafael Granado, Trustee  
Allison Williams, Trustee

ALSO PRESENT

Stephen Cypen, Attorney  
Robert Maddock, Inverness Counsel  
via Teleconference Call

Lee Amato, Chairperson, called the meeting to order at 8:30 a.m. and showed members present. The minutes from the March 23, 2011 meeting were reviewed by members. Trustee Eric Yuhr made a motion to accept the minutes, seconded by Secretary Bob Dowling, all in favor, motion carried.

Attorney Cypen discussed Senate Bill 1128 and advised that as it relates to the 175 Plan, there are no required changes being implemented.

Chairperson Amato inquired about reimbursements for Trustees Rafael Granado and Allison Williams, who will be attending conferences. Trustee Granado and Trustee Williams submitted their reimbursement requests to the Board. Secretary Dowling made a motion to approve the reimbursement requests, seconded by Trustee Yuhr, all in favor, motion carried.

Secretary Dowling discussed the completion and submission of the State Report by CPA Steven Gordon's Office. Steven Gordon was contacted via teleconference and advised the Board that the State Report would be completed and sent out for signature this week.

Attorney Cypen reviewed the annual "Engagement Letter" between the CPA and the Board of Trustees and discussed billing procedure changes. The Board agreed, along with Steve Gordon, to hold 10% for final billing and approval by the Board. The Board also agreed to change the "out of town" travel expenses of the CPA, to be "Preapproved travel expenses" and the word "estimate" will be eliminated. These changes were agreed and implemented. The amended "Engagement Letter" is attached.

Secretary Dowling advised the Board that the vacant Trustee position nomination deadline is June 15<sup>th</sup> and as of this meeting, there is one nominee submitted. Since the deadline has not passed as of this meeting, this discussion is tabled until the next quarterly meeting.

Secretary Dowling advised the Board that he has not been able to open a non-interest bearing savings account to be used to withhold the 10% of a retirees' payout. Due to the difficulty in obtaining this account, Secretary Dowling made a motion to accept using the current checking account, since this is also a non-interest bearing account, to hold the 10% payouts, seconded by Chairperson Amato, all in favor, motion carried.

Attorney Cypen excused himself from the meeting at 9:15 a.m due to a previous commitment.

Robert Maddock of Inverness Counsel, LLC, gave the quarterly financial report, via teleconference. See attached quarterly report.

Chairperson Amato inquired if there was any further business. There being no further business, Trustee Yuhr made a motion to adjourn, seconded by Chairperson Amato, all in favor, motion carried, meeting adjourned at 9:25 a.m.

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Lee Amato, Chairperson

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Robert Dowling, Secretary

cc: Stephen Cypen, Attorney  
All Board Members  
Fire Dept. Personnel Distribution

A:175 June 6, 2011