CITY OF RIVIERA BEACH CITY COUNCIL
AGENDA ITEM SUMMARY

MEETING DATE: November 2, 2011 **AGENDA ITEM SUMMARY NO.** F11-111-01

[ ] AWARDS / PRESENTATIONS / PETITIONS
[ ] CONSENT
[ ] PUBLIC HEARING
[ ] ORDINANCE ON SECOND READING
[ ] ORDINANCE ON FIRST HEARING

[ ] REGULAR
[ ] RESOLUTION
[ ] DISCUSSION & DELIBERATION
[xx] BOARD APPOINTMENT
[ ] WORKSHOP

TITLE/SUBJECT: – Request Mayor to appoint with City Council approval the appointments or re-appointments of two (2) members to serve on the General Employees Pension Board.

RECOMMENDATION / MOTION: That Mayor appoint, with City Council approval, the appointment or re-appointment of Ms. Betty Kendrick and Ms. Hyacinthia Becton to serve on the General Employees Pension Board.

DEPARTMENTAL APPROVAL REVIEW & DATE

♦Deputy City Manager	Utility District
♦City Attorney PHR 10/24/11	Marina
♦City Clerk	Police
Community Development	Public Works
♦Finance PMJ. 10/21/11 for K Hopkins	Purchasing
Fire	Recreation & Parks
♦Human Resources 10/21/11	IS
Library	Other

APPROVED BY CITY MANAGER: _____ **DATE:** 10-25-11

Originating Dept. Human Resources	Costs: N/A Current FY: Funding Source: [ ] Capital Improvement [ ] Operating [ ] Other: Budget Account Number: N/A	**City Council Actions:** [ ] Approved [ ] Approved w/conditions [ ] Denied_____ [ ] Tabled to_____ [ ] Referred to Staff_____
User Dept.		
Advertised: **Date:** **Paper:** [ ] Not Required **Affected Parties** [ ] Notified [ ] Not Required		**Attachments:** 1. Letter, board applications, board attendance record and proof of certifications for Ms. Betty Kendrick and Ms. Hyacinthia Becton. 2. Sec. of the Code of Ordinances regarding the Board's duties and responsibilities. 3. List of General Employees Pension Board Members

SUMMARY: The term of office for the General Employees Pension Board Members Ms. Betty Kendrick and Ms. Hyacinthia Becton expires November, 2011. It is requested that the Mayor appoints or reappoints, with the City Council's approval, new members or the current members, Ms. Betty Kendrick and Ms. Hyacinthia Becton to serve on the General Employees Pension Board.

Item No. 20

The term of office is for three (3) years. The Board meets the last Monday of the month at 5:00 p.m. in the Utilities District Conference Room. The members must be a resident of the City. As directed by the City Council, both Ms. Kendrick and Ms. Becton have completed Pension Board certification. Therefore, Staff is recommending the re-appointment of Ms. Kendrick and Ms. Becton.

EXHIBIT A-1

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2011_	2012	20	20	20
Capital Expenditures	_____	_____	_____	_____	_____
Operating Costs	__N/A____	_____	_____	_____	_____
External Revenues	_____	_____	_____	_____	_____
Program Income (City)	_____	_____	_____	_____	_____
In-Kind Match (City)	_____	_____	_____	_____	_____
NET FISCAL IMPACT	_____	_____	_____	_____	_____
NO. ADDITIONAL FTE POSITIONS (Cumulative)	_____	_____	_____	_____	_____

Is Item Included In Current Budget? Yes_____ No ____X___

Budget Account No.: Fund Dept/Division Org. Object_Reporting Category_____

B. Recommended Sources of Funds/Summary of Fiscal Impact:

C. Departmental Fiscal Review: _____

III. REVIEW COMMENTS

A. Finance Department and/or Purchasing/Intergovernmental Relations/Grants Comments:

_____ _____

Finance Department **Purchasing and Grants**

B. Other Department Review:

_____

Department Director

500 West 24th Street
Riviera Beach, FL 33404
October 18, 2011

Mayor Thomas Masters
City of Riviera Beach

Dear Mayor Masters:

I am requesting reappointment to the General Employee Pension Board. My term expires on November 1, 2011. You will find that my attendance record is good. In an effort to be an effective Trustee, I have completed the advanced training with the Florida Public Pension Trustees Association (FPPTA).

If you need any additional information, please contact me at my office number – (561) 344-7713 or on my cell – (561) 844-8704.

Sincerely,

Hyacinthia Becton

Hyacinthia Becton

BETTY KENDRICK

561W. 35th St.
Riviera Beach, Fl. 33404
561-842-0012

2011 OCT 10 PM 4:10

October 7, 2011

Honorable Mayor Masters & City Council
City of Riviera Beach
600 W. Blue Heron Blvd
Riviera Beach, FL. 33404

Dear Mayor & City Council,

I, Betty Kendrick, am requesting your consideration for my reappointment to the General Employees Pension Board for another three-year term. I have had the pleasure of serving the city as a member of this board since 1995 & am currently serving as the elected chairperson, I have held this position since March 2001.

During my tenure on this board, we have hired a new consultant, 3 new equity managers & a new administrator. We have also hired a new real estate investor who invests only in core real estate with **no exposure to the sub prime market**, Investing only in industrial, office & multi-family rentals. I was instrumental in making our board aware that we needed to change to core investments to decrease loses to the fund. Our pension fund is more diversified at this time. It has over 54 million in the account and is doing extremely well.

We continue to receive commission recapture funds that aid in the cost of our state mandated educational training, in which we receive from Florida Public Pension Trustee Association, NASP Schools & Conferences. We hired 2 Commission Recapture managers who rebate 60% of their commission earned from stock trading.

Due to investment & pension training I received in the last 16 years I have become very knowledgeable in the Retirement Management field. I feel that I am an asset to the Riviera Beach General Employee Trustee Fund. I'm currently a **Certified Public Pension Trustee** (CPPT) and I've held this title since June of 1999. I have also held the title of a RN since 1977.

An Educated Trustee, is a valuable trustee when it comes to managing the funds for the retirement system. I have been verbally instrumental in making our board aware of hidden costs & over charges that we are paying to our custodial bank, which is why at this time we are searching for a new one to become involved with.

I am thanking you in advance for your consideration of my reappointment to this board.

Sincerely,

Betty Kendrick, CPPT

Betty Kendrick, CPPT

APPLICATION FOR CITY OF RIVIERA BEACH ADVISORY BOARD

Please Note: Pursuant to 119.07 F.S. the information provided in this application is considered to be public record, except as provided by law

Board Applying For: General Emp. Pension

Name: Hyacinthia Becton Home Address: 500 W. 24th St.

City: Riv. Bch. State: FL Zip Code: 33404 Home Phone No: (561) 844-8704

Work Phone No: (561) 844-7713 Email Address: cinthiabecton84@aol.com

Are you currently serving on a City Board or Committee? (YES) (NO)

If so please indicate name: Gen. Emp. Pension Date of Service(s) 2 yrs.

Are you available for day time meetings (✓) yes evening meetings (✓) yes

What would you hope to accomplish by participating if you are appointed?

~continue to be effective in my role as a Trustee.

Present Employer: St. George's Center, Inc. Position: Executive Director

Address: 21 W. 22nd St. City: R. B. State: FL Zip: 33404

Profession: Length: 10 years

How long have you practiced the above profession? 10 years

Preferred mailing address: 500 W. 24th St. - R. B., FL 33404

Could your occupation or employment present a conflict of interest on municipal subject matters discussed or decided upon by the Advisory Board? (YES) (NO) (NOT SURE)

Please explain:

Please explain your knowledge, experience, and interest in municipal functions; municipal charter, financing, Florida Constitution, and Florida Statutes pertaining to municipal law; if none, provide your experiences or skills in dealing with business or communication:

I served 8 years on the R.B. City Council. I have participated in numerous trainings and focus groups. I served on state municipal committees while on the City Council.

EDUCATIONAL BACKGROUND

Degree or Certificate	Institution	Course of Study
B.A.	University of Great Falls	Sociology
M.A.	Nova University	Exceptional Student Educ.

Are you registered and actively Vote in Palm Beach County? (YES) (NO)

Are you currently participating in civic or community activities? (YES) (NO)

If yes, explain: Several

I understand the duties, rules and time commitment to the Advisory Board to which I have applied:

Hyacinthia Beaton 10-24-2011

Signature *Date*

How did you learn about the Advisory Board?

City's website ( ) *Community group ( )* *Newspaper ( )* *Other (✓)*

[redacted]

Please return application and resume to:

Office of the City Clerk

600 West Blue Heron Blvd.

Riviera Beach, FL 33404

FOR USE BY CITY OF RIVIERA BEACH

Appointment by: _____ *Date:* _____ *Expiration Date:* _____

Orientation Date: _____ *Notified by City Staff* _____

APPLICATION FOR CITY OF RIVIERA BEACH ADVISORY BOARD

Please Note: Pursuant to 119.07 F.S. the information provided in this application is considered to be public record, except as provided by law

Board Applying For: General Emp. pension Board

Name: Betty Kendrick Home Address: 561 W. 35th St.

City: Riviera Beach State: FL Zip Code: 33404 Home Phone No: 561-842-0012

Work Phone No: Email Address:

Are you currently serving on a City Board or Committee? (YES) (NO)

If so please indicate name: GEN. Emp. pension Board Date of Service(s) NOV. 1995

Are you available for day time meetings (✓) yes, monthly evening meetings ( ) NO

What would you hope to accomplish by participating if you are appointed?

I have been on the board 16 yrs.

Present Employer: Position:

Address: City: State: Zip:

Profession: Registered Nurse Length: 34½ yrs

How long have you practiced the above profession? 34½ yrs

Preferred mailing address: 561 W. 35th St. Riviera Beach, FLA. 33404

Could your occupation or employment present a conflict of interest on municipal subject matters discussed or decided upon by the Advisory Board? (YES) (NO) (NOT SURE)

Please explain: I'm in the medical profession, I'm a Registered Nurse.

Please explain your knowledge, experience, and interest in municipal functions; municipal charter, financing, Florida Constitution, and Florida Statutes pertaining to municipal law; if none, provide your experiences or skills in dealing with business or communication:

Certified pension Trustee with state of Fla. since 6/1999
Notary public for 16 yrs.
Registered nurse for 34½ yrs.

EDUCATIONAL BACKGROUND

Degree or Certificate	Institution	Course of Study
RN		Nursing

Are you registered and actively Vote in Palm Beach County? (YES) (NO)

Are you currently participating in civic or community activities? (YES) (NO)

If yes, explain: _____

I understand the duties, rules and time commitment to the ~~Advisory~~ pension Board to which I have applied:

Betty Kendrick 10/25/11

Signature **Date**

How did you learn about the ~~Advisory~~ pension Board?

City's website ( ) Community group ( ) Newspaper ( ) Other (✓)

[redacted]

Please return application and resume to:

Office of the City Clerk

600 West Blue Heron Blvd.

Riviera Beach, FL 33404

FOR USE BY CITY OF RIVIERA BEACH

Appointment by: _____ **Date:** _____ **Expiration Date:** _____

Orientation Date: _____ **Notified by City Staff** _____

Riviera Beach General
Trustee Attendance Record

2009

TRUSTEE NAME	Jan. 26	Feb. 23	Mar. 23	Apr. 27	May 18	Jun. 15	Jul. 27	Aug. 31	Sep. 28	Oct. 26	Nov. 30	Dec. 20
Hyacinthia Becton	present	present	present	present	present	present	present	present	present	present	present	no meeting
Betty Kendrick	present	present	present	present	present	present	present	present	present	present	present	no meeting

2010

TRUSTEE NAME	Jan. 25	Feb. 22	Mar. 29	Apr. 26	May 24	Jun. 21	Jul. 26	Aug. 23	Sep. 20	Oct. 25	Nov. 22	Dec. 20
Hyacinthia Becton	present	present	excused	present	present	present	excused	present	present	present	absent	present
Betty Kendrick	present	present	present	present	present	present	present	present	present	present	present	present

2011

TRUSTEE NAME	Jan. 24	Feb. 28	Mar. 28	Apr. 25	May 23	Jun. 20	Jul. 25	Aug. 29	Sep. 26	Oct.24	Nov. 28	Dec.19
Hyacinthia Becton	present	present	present	present	present	present	present	present	present			
Betty Kendrick	present	present	present	present	present	present	present	present	present			

Quarterly m

10-Aug	
present	
present	
absent	

Term Expires	Date
Hyacinthia Becton	11/1/2011
Betty Kendrick	11/1/2011

CPPT Certification	STATUS	COMPLETED	DATE
Betty kendrick	certified	yes	1999
Hyacinthia Becton	Final test		2011

Florida Public Pension Trustees Association

In Honor of your
Completion
of the
Certified Public Pension
Trustee Program

Betty Kendrick, CPPT

June 28, 1999

Florida Public Pension Trustees Association
2946 Wellington Circle East
Tallahassee, FL 32309

October 13, 2011

Hyacinthia Becton
Riviera Beach GE
500 W 24th St.
Riviera Beach, FL 33404-5538

Dear Hyacinthia:

Congratulations! You have successfully passed the Advanced Exam and therefore have met all the requirements for Certification in the CPPT Program. Your Certification begins immediately. Now that you have completed the Certification Program, you begin the importance of maintaining your CPPT Certification.

Post Certification Requirements for the CPPT program are the following:

Upon completing the CPPT Certification Program you must complete 10 **Continuing Education Units annually beginning January 1, 2012.** An FPPTA Trustees School and the CEU Trip to Wall Street will be worth **10 units.** The FPPTA conference and approved outside educational conference will be worth **5 units**. We have presently approved participation in the NPEA, NCPERS, NCTR, the Florida Division of Retirement; Police and Firefighters Trustee's School and the International Foundation of Employee Benefit Plans. **You will be required to attend at least one FPPTA function per year.**

Each recipient will be monitored on a calendar year basis to insure that CPPT related education is in fact continuing. You will receive an Annual CPPT Post Certification Requirement Form each December starting in 2012. (Example of CEU form enclosed) It will be your responsibility to complete the form and return it to the FPPTA office by January 15th of each year in order to maintain your CPPT Certification status.

The next FPPTA Trustee School will be held February 2 – 5, 2012 at the Hyatt Regency Riverfront in Jacksonville. School information will be mailed out in November. The next FPPTA event will be the 28th Annual Conference, which will be held June 24 – June 27, 2012 at Hilton Disney, Orlando. Conference information will be mailed in April. At the conference there will be an **awards presentation Monday, June 25th** for those who have become certified since the last conference. We also have a CPPT breakfast Wednesday morning for those who have earned their Certification. Please keep this in mind as you make plans for the summer. This will also be your first opportunity to register for the Wall Street Program in 2013. You also have the chance to be the recipient of the CPPT Wall Street Scholarship. We will be sending you a letter in April explaining all this in more detail.

Your participation in the CPPT Program is very important to us and if you should have any questions or concerns, please let us know.

Sincerely,

Kim E. Ryals

Kimberlie E. Ryals, CPPT
Chief Operating Officer
CPPT Coordinator

Sec. 14-27. - Administration.

(11) The duties and responsibilities of the board shall include, but not necessarily be limited to the following:

a. Construing the provisions of the system and determine all questions arising thereunder.

b. Determining all questions relating to eligibility and participation.

c. Determining and certifying amount of all retirement allowances or other benefits hereunder.

d. Having annual actuarial valuations of the system performed.

e. Establishing uniform rules and procedures to be followed for administrative purposes, benefit applications and all matters required to administer the plan.

f. Distributing at regular intervals to employees information concerning the plan.

g. Receiving, processing and approving all applications for participation and benefits; notifying the city finance department of approved benefit payments.

h. Performing such duties as are specified in section 14-28.

RIVIERA BEACH GENERAL EMPLOYEES PENSION BOARD

Betty Kendrick, Chairperson
Appointed Representative
District 2
561 West 35th Street
Riviera Beach, FL 33404
Telephone: (561) 842-0012
Fax: (561) 863-0195
Term Expires: November, 2011

Bessie Brown, Trustee
Appointed Representative
District 2
391 West 35th Street
Riviera Beach, FL 33404
Term: November, 2010

Gladys Darville, Trustee
Appointed Representative
District 3
2534 Canterbury Drive
West Palm Beach, FL 33407
Telephone: (561) 843-5685
Term Expires: November, 2012

Hyacinthia Becton, Trustee
Appointed Representative
District 2
500 West 24th Street
Riviera Beach, FL 33404
Home: (561) 844-8704
Term Expires: November, 2011

Mary Gibson, Trustee
Employee Representative
Department of Public Works
600 West 34th Street
Riviera Beach, FL 33404
Work: (561) 845-3427
Home: (561) 844-4132
Term Expires: November, 2012

Emery Hampton, Trustee
Employee Representative
Water Utilities Dept.
P. 0. Box 9428
Riviera Beach, FL 33419
Work: (561) 845-3489
Home: (561) 635-0501
Email-ehampton@rivierabch.com
Term: November, 2011

Gilbert Vetter, Trustee
Employee Representative
Community Development
2560 -- 125th Street North
Palm Beach Gardens, FL 33410
Work: (561) 845-4104
Term Expires: November, 2012