

**CITY OF COOPER CITY FIREFIGHTER'S PENSION FUND**  
**Regular Meeting Agenda**  
**Wednesday, September 6, 2023 @ 8:30 am**  
**Cooper City Fire Station; 10550 Stirling Road, Cooper City, FL**

**1. Roll Call:**

**Trustees Present:** Michael Bufalo, Michael Jurgrau, Kevin Donnelly, Greg Butler & Sam Saad.

**2. Approval of Minutes:**

June 7, 2023 Regular meeting

**3. Public Comments:**

**4. Investment Reports Quarter Ending: 6/30/2023**

Burgess Chambers & Associates

**5. New Business:**

Proposed Administrative Budget  
 Benefits USA, Inc. New Bookkeeper

**6. Unfinished Business:**

Cynthia Scorgie

**7. Consent Agenda:**

**For Approval: Warrant #351**

Benefits USA, Inc. (Flat monthly fee for August 2023)	\$1,500.00
Benefits USA, Inc. (Bookkeeping fee for August 2023)	\$225.00
Kevin Donnelly (tolls & mileage expense for FPPTA Annual Conference)	\$254.57
<b>Total</b>	<b>\$1,979.57</b>

**For Ratification: Warrants #348-350**

Sugarman, Susskind ETAL (Legal Fees- Invoice #179228 dated 6/8/2023)	\$1,750.00
<b>Total</b>	<b>\$1,750.00</b>
Benefits USA, Inc. (Flat monthly fee for July 2023)	\$1,500.00
Benefits USA, Inc. (Bookkeeping fee for July 2023)	\$225.00
Salem Trust (Q1-23 Custodian Fee-Invoice # M65714 dated 4/12/2023)	\$3,442.30
Salem Trust (Q2-23 Custodian Fee-Invoice # M65714 dated 7/14/2023)	\$3,457.17
Sawgrass Asset Mgmt. (Q1-23 Mgmt Fee-Inv #ccfi1c7s-033123 dated 4/10/23)	\$13,592.09
<b>Total</b>	<b>\$22,216.56</b>
Benefits USA, Inc. (Flat monthly fee for August 2023)	\$1,500.00
Benefits USA, Inc. (Bookkeeping fee for August 2023)	\$225.00
Gregory Butler (Per diem for FPPTA FTS)	\$240.00
Kevin Donnelly (hotel & per diem for FPPTA FTS)	\$932.82
FPPTA (FTS Registration for Greg Butler & Kevin Donnelly)	\$1,700.00
GRS (Q2-23 Actuary fee; Invoice #479792dated 7/5/2023)	\$5,968.00
Sugarman, Suskind ETAL (Legal Fees-Invoice #180726 dated 8/3/2023)	\$1,750.00
<b>Total</b>	<b>\$12,315.82</b>

**8. Attorney's Report:**

**9. Trustees Comments:**

**10. Administrator's Report:**

**11. Next Meeting Date: December 6, 2023 at 8:30 am**

**2024 Meeting dates: March 6, 2024, June 5, 2024, September 4, 2024 & December 4, 2024; all beginning at 8:30 am.**

**12. Adjourn:**

**NOTICE TO PUBLIC:** This is a public meeting. All interested parties may attend. The facility where in this meeting will be held on the second floor. The City of Cooper City complies with the provisions of the Americans with Disability Act. If you are a disabled person requiring any accommodations or assistance, please contact Benefits USA at 954-730-2068 of such need at least 72 hours (3 days) in advance. Pursuant to Section 286.0101 *Florida Statutes*, the City hereby advises the public that: if a person decides to appeal any decision made by this Board with respect to any matter considered at its meeting or hearing, that person will need a record of the proceedings and for such purpose, affected persons may need to ensure that a verbatim record of the proceedings is made, and such record shall include the testimony and evidence upon which the appeal is to be based. This notice does not constitute consent by the City for the introduction or admission into evidence of otherwise inadmissible or irrelevant evidence, nor does it authorize challenges or appeals not otherwise allowed by law. This agenda is posted on the Municipal Bulletin Board, at the City Hall, and at the Fire Station in Cooper City for public review.

**\*PLEASE NOTE; THIS AGENDA IS SUBJECT TO CHANGE DUE TO ADDITIONS OR CHANGES PRIOR TO THE MEETING.**