AGENDA
REGULAR MEETING
CITY OF FERNANDINA BEACH
BOARD OF TRUSTEES
GENERAL EMPLOYEES' PENSION PLAN
NOVEMBER 12, 2020
3:00 PM
CITY HALL COMMISSION CHAMBERS
204 ASH STREET
FERNANDINA BEACH, FL 32034

1. CALL MEETING TO ORDER

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE

4. APPROVAL OF MINUTES

4.1 AUGUST 13, 2020 REGULAR MEETING

5. QUARTERLY/ANNUAL REPORTS

5.1 ANDCO COLSULTING QUARTERLY PERFORMANCE EVALUATION REPORT FOR QUARTER ENDING SEPTEMBER 30, 2020

6. REPORT FROM BOARD ATTORNEY

7. APPROVAL OF INVOICES ALREADY PAID AS PER AGREEMENT OR CONTRACT

7.1 ANDCO CONSULTING, LLC INV. #36117 -- $4,375.00

7.2 SUGARMAN AND SUSSKIND INV. #152334 -- $1,530.00

7.3 HIGHLAND CAPITAL MANAGEMENT, LLC INV. #26166 -- $4,715.44

7.4 AGINCOURT CAPITAL MANAGEMENT, LLC INV. #13073 -- $3,072.92

7.5 FIDUCIARY TRUST INTERNATIONAL QUARTERLY FEES -- $2,928.43

7.6 AMERICAN CORE REALTY QUARTERLY FEES -- $6,381.73

7.7 FLORIDA MUNICIPAL INSURANCE TRUST (split between boards) -- $4,977.00

8. APPROVAL OF INVOICES TO BE PAID

8.1 FPPTA ANNUAL MEMBERSHIP - $620.00

9. REQUEST FOR CONTRIBUTION REFUNDS

9.1 ANDREW PETERS -- $4,729.39

9.2 ASHLEY METZ -- $14,534.15

9.3 JASON PRIESS -- $1,319.58

10. REQUEST FOR RETIREMENT APPROVAL

10.1 EDWARD "FLIP" FILIPKOWSKI -AUGUST 31, 2020

10.2 JOHN MANDRICK - OCTOBER 31, 2020

11. OLD BUSINESS

12. NEW BUSINESS

12.1 PROPOSED 2021 MEETING DATES

13. REQUESTS FROM THE PUBLIC TO BE HEARD ON ITEMS NOT ON THE AGENDA

14. OTHER BOARD DISCUSSION

15. ADJOURNMENT

All members of the public are invited to be present and be heard. Persons with disabilities requiring accommodations in order to participate in this program or activity should contact the City Clerk at (904) 310-3115 or TTY/TDD 711 (for the hearing or speech impaired).

The Board of Trustees of the General Employees' Pension Plan held a virtual regular meeting on Thursday, August 13, 2020 at 3:00 pm. Member Andre Desilet was present in City Hall Chambers, Members Steve Herbert, Jeremiah Glisson, Steven Gibb and Susan Carless participated via Zoom.

4. APPROVAL OF MINUTES: The Minutes of the May 14, 2020 Regular Meeting were presented for approval with a correction noted by Chair Herbert. **A motion was made by Member Glisson, seconded by Member Herbert, to approve the Minutes. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

5. QUARTERLY/ANNUAL REPORTS:

5.1. ANDCO CONSULTING QUARTERLY PERFORMANCE EVALUATION REPORT FOR QUARTER ENDING JUNE 30, 2020: Mr. John Thinnes presented an updated chart showing the nearly 35% reduction in the market from February 20 to March 23 and shared that as of Monday the S&P 500 had reached new highs. He referred to the performance report, page 2, and said that the theme for the quarter was if you had risk in your portfolio you did well and if you had exposure to Apple, Amazon, Google, Microsoft and Facebook you did very well. Even in the bond market, corporate bonds were up 9% versus the index up 2.9% and government bonds up ½%. Whether you were in equities or fixed income if you had more risk in your portfolio you were going to do well. He directed the board to page 3 of the quarterly report and shared that the portfolio had more exposure to value than growth and did not have much exposure to those large tech companies. He stated that the board made a prudent decision to modify that at the last meeting and we are back on track and a lot of those changes have taken place and the results will be seen in the next report. He referred to page 9 and stated that the government and the Fed have done all they could do to help out during the pandemic by cutting rates to zero and pumping trillions of dollars into the system. He shared that he had a question during the Police and Fire pension meeting on the economy versus the market. He stated that the market was forward looking and the market thinks that if things worsen the fed and the government would do what they need to do and that is why the market has gone up so much. He referred to the allocation charts on page 12 which shows the fund at $22.1 million, close to target allocations. He shared that current market value for the plan is $23.7 million and he was optimistic we could get through September with a good positive number. He directed the board to page 18 which shows the returns for the plan, which was up 12% for the quarter and basically flat for the fiscal year and was positive another 4% since that report was generated. He pointed out the positive return for MFS and the absence of PrimeCap on the domestic side and stated that Transamerica hurt us as opposed to Europacific Growth on the international side. He stated that for this portfolio the value tilt has hurt this fiscal year, but he believes that we are back on track and should get back to the outperforming returns we are used to. Page 20 shows the returns for fixed income and real estate and he stated that he likes where we are positioned now, not having those five large tech companies in the portfolio is the reason we are trailing but he believes with MFS we are back on track and in a good spot going forward. He reminded the board that the plan is currently at $23.7 million so we should post a decent number for September 30.

6. REPORT FROM ATTORNEY PEDRO HERRERA: Attorney Pedro Herrera referred to a document included in the packet of information, the draft of an ordinance amendment with respect to the SECURE Act. This legislation was signed by the president in December 2019 in response to growing demographic as well as socioeconomic changes where people are living longer and working later into their careers. Many people are not saving enough for retirement and are outliving their retirement. This allowed an adjustment to the minimum distribution age to allow people more time to save towards retirement and defer paying taxes. Previously it was required that qualified tax-exempt plans such as ours required you to take a distribution by age 70 ½, at the end of the year in which you turned 70. This act increases that age to 72. This will have little to no impact on our plan but does require an impact statement from the actuary. This amendment is necessary to maintain our tax qualification and carves out the new requirement of age 72 and who is eligible under which rule. **A motion was made by Member Gibb, seconded by Member Carless, to approve the draft ordinance and authorize the actuary to prepare the impact statement. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

Attorney Herrera reminded the board that the next meeting was in November and it was not known at this time if virtual meetings would continue and if we would continue to meet virtually. The governor extended his prior Executive Order 20-62 on July 31 with 20-179, suspending the quorum requirement whereby we need to have a physical quorum present at a location that is accessible to the public. This has been extended through September 1. Barring anything changing we would expect that the governor will issue a subsequent extension going forward which would allow us to meet in November virtually. He stated that because it is unknown at this time we should plan to have at least three trustees here and the rest can attend virtually.

Attorney Herrera also reminded the board that the Financial Disclosure Forms were due July 1 and the Commission on Ethics did not make any changes to that deadline. Penalties are set to begin September 1.

He advised the board of education opportunities, noting that most conferences have been cancelled but there are educational online tutorials available.

7. APPROVAL OF INVOICES ALREADY PAID AS PER AGREEMENT OR CONTRACT:

The following invoices were on the agenda for consideration:

7.1	ANDCO CONSULTING, LLC INV. #35393	$ 4,375.00
7.2.	SUGARMAN & SUSSKIND INV. #148777	$ 595.00
7.3	SUGARMAN & SUSSKIND INV. #149582	$ 1,275.00
7.4.	HIGHLAND CAPITAL MANAGEMENT, LLC INV. #25323	$ 4,488.53
7.5.	AGINCOURT CAPITAL MANAGEMENT, LLC INV. #12640	$ 3,056.84
7.6.	FIDUCIARY TRUST INTERNATIONAL QUARTERLY FEES	$ 2,725.73
7.7.	AMERICAN CORE REALTY QUARTERLY FEES	$ 6,408.14
7.8	FOSTER & FOSTER INV. #17212	$ 3,400.00

A motion was made by Member Glisson, seconded by Member Gibb, to approve the invoices already paid as per agreement or contract. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.

8. REQUEST FOR CONTRIBUTION REFUNDS: According to the agenda support documents, the following individuals requested contribution refunds: Ms. Patricia Virdin in the amount of $2,111.19 and Mr. Salvatore Cumella in the amount of $13,574.30. **A motion was made by Member Desilet, seconded by Member Gibb, to approve the contribution refund requests. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

9. OLD BUSINESS: There were no items for discussion under Old Business.

10. NEW BUSINESS: There were no items for discussion under New Business.

11. REQUESTS FROM THE PUBLIC TO BE HEARD ON ITEMS NOT ON THE AGENDA: There were no requests to be heard at this time.

12. OTHER BOARD DISCUSSION: There were no items for discussion under other board discussion.

13. ADJOURNMENT: There being no further business to come before the Board of Trustees of the

General Employees' Pension Plan the meeting was adjourned at 3:54 pm.

____
Steven Herbert, Chair

____
Jeremiah Glisson, Secretary

AndCo
PLEASE NOTE OUR PERMANENT ADDRESS:
531 W. Morse Blvd
Suite 200
Winter Park, FL 32789

Date	Invoice #
9/25/2020	36117

Bill To:
City of Fernandina Beach General Emploees' Pension Plan

Description	Amount
Consulting Services and Performance Evaluation, Billed Quarterly (July, 2020)	1,458.33
Consulting Services and Performance Evaluation, Billed Quarterly (August, 2020)	1,458.33
Consulting Services and Performance Evaluation, Billed Quarterly (September, 2020)	1,458.34

Thank you for the opportunity to serve you!	**Balance Due**	**$4,375.00**

SUGARMAN & SUSSKIND
PROFESSIONAL ASSOCIATION
ATTORNEYS AT LAW

Robert A. Sugarman
Howard S. Susskind
Kenneth R. Harrison, Sr.
D. Marcus Braswell, Jr.
Pedro A. Herrera
David E. Robinson

100 Miracle Mile
Suite 300
Coral Gables, Florida 33134
(305) 529-2801
Broward 763-2566
Toll Free 1-800-329-2122
Facsimile (305) 447-8115

September 15, 2020

Fernandina Beach General Employees' Pension Plan
Attn: Ms. Teresa Bryan
204 Ash Street
Fernandina Beach, FL 32034

CURRENT FEES:	1,530.00
CURRENT COSTS:	0.00
PREVIOUS BALANCE:	0.00
PAYMENTS RECEIVED:	0.00

TOTAL AMOUNT DUE:	1,530.00

SUGARMAN & SUSSKIND

100 Miracle Mile
Suite 300
Coral Gables, Florida 33134

Telephone: 305-529-2801
Fax: 305-447-8115
www.sugarmansusskind.com

Fernandina Beach General Employees' Pension Plan
Attn: Ms. Teresa Bryan
204 Ash Street
Fernandina Beach, FL 32034

September 15, 2020

Invoice #152334

Client:Matter CD-FBGE:MEET

In Reference To: Meeting

Professional Services

		Hrs/Rate	Amount
8/13/2020	Attend meeting. Prepare for meeting.	2.40 $425.00/hr	$1,020.00
	For professional services rendered	2.40	$1,020.00
	Balance due		$1,020.00

Client:Matter CD-FBGE:PLAN

Professional Services

		Hrs/Rate	Amount
8/3/2020	Draft. Review and edit SECURE act amendment.	1.20 $425.00/hr	$510.00
	For professional services rendered	1.20	$510.00
	Balance due		$510.00

Ju Mance 10/14/2020

Highland Capital
MANAGEMENT, LLC

October 5, 2020

Invoice Number: 26166

MANAGEMENT FEE: FERNANDINA BEACH GENERAL EMPLOYEES VALUE

9/30/2020 Portfolio Value:		$ 3,772,353.46
Quarterly Fee Based On:		
$ 3,772,353 @ 0.50% per annum	$ 4,715.44	
$ 0 @ 0.375% per annum	$ 0.00	
Quarterly Fee:		$ 4,715.44
For the Period 7/1/2020 through 9/30/2020		
	Paid by Debit Direct	($ 0.00)
	Please Remit	$ 4,715.44

Mailing Check:

Highland Capital Management, LLC

6075 Poplar Ave, Suite 703

Memphis, TN 38119

Wiring Instructions:

Contact: srunyan@highlandcap.com

*****Note new checking account number*******

20 Finance 10/21/2020

10/08/2020

INVOICE
#13073

Agincourt Capital Management, LLC

INVOICE FOR PAYMENT

Ms. Teresa Bryan
City of Fernandina Beach General Employees' Pension Plan
204 Ash Street
Fernandina Beach, FL 32034

COPY SENT TO

Amed Avila

FERNANDINA BEACH GENERAL EMPLOYEES' PENSION PLAN

Per Our Investment Management Agreement, the fees to Agincourt Capital Management in payment for investment services rendered from 7/1/2020 - 9/30/2020

MONTHLY MARKET VALUE

FGE - Fernandina Beach General Employees' Pension Plan \ 450079940			9/30/2020	$4,916,678.47
$4,916,678.47	x	0.2500 %	=	$12,291.70
Total Annual Fee				**$12,291.70**
Total Quarterly Fee Due				**$3,072.92**

PLEASE MAKE PAYMENT TO AGINCOURT CAPITAL MANAGEMENT, WITHIN 30 DAYS:

IF BY ACH
Branch Banking Trust (BBT) 901 East Byrd Street, Richmond, VA 23219
ABA# 021052053 | Account# 72169911 | FBO: Agincourt Capital Management

IF BY WIRE
Previous wire instructions are valid. Please send wire to account ending with #1778. If you need instructions, please call 804-915-1308.

IF BY CHECK
Agincourt Capital Management, LLC
ATTN: Elsie Rose
200 South 10th Street, Suite 800
Richmond, VA 23219

Agincourt's Federal Tax ID: 54-1947440

Please let us know if you would like a copy of our latest SEC Form ADV Part 2, our Code of Ethics or our Privacy Statement.

Fiduciary Trust International

Quarterly Fees for quarter ending September 30, 2020

General Employees:		
Account#	**Fee Period**	**Amount**
450079900.1	07/01/2020-09/30/2020	$1,736.93
450079930.1	07/01/2020-09/30/2020	$518.74
450079940.1	07/01/2020-09/30/2020	$672.76
Total		**$2,928.43**

City of Fernandina Beach General Employees' Pension Plan
Account No. 1321

For the Quarter Ended September 30, 2020

	Date	Transaction	Unit Value	Units	Total
Beginning Net Asset Value	**06/30/20**		**$ 123,556.3403**	**18.8078**	**$ 2,323,823.21**
Contributions	-	$ -	-	-	-
Redemptions	-	-	-	-	-
Net Income Before Fees		22,890.31			22,890.31
Distributions Declared	09/30/20	23,238.23			
Asset Management Fees		(6,381.73)			(6,381.73)
Available for Reinvestment/Distribution		16,856.50			(16,856.50)
Amount Reinvested	09/30/20	16,856.50	122,150.9119	0.1380	16,856.50
Distribution Payable		-			
Unrealized Gain/(Loss)		(18,132.95)			(18,132.95)
Realized Gain/(Loss)		$ (7,952.14)			(7,952.14)
Ending Net Asset Value	**09/30/20**		**$ 122,150.9119**	**18.9458**	**$ 2,314,246.70**

Total Number of Units	18.9458
Current Unit Value	$ 122,150.9119
Percentage Interest in the Fund	0.05%

Performance History

Gross of Fees	3Q2020	Year-to-Date	One-Year	Three-Year*	Five-Year*	Ten-Year*	Since Inception*
Income Return	0.99%	3.01%	3.99%	3.92%	3.97%	n/a	4.26%
Appreciation Return	-1.12%	-2.80%	-2.30%	1.63%	2.61%	n/a	4.03%
Total Return	**-0.14%**	**0.16%**	**1.62%**	**5.60%**	**6.66%**	**n/a**	**8.42%**

Net of Fees	3Q2020	Year-to-Date	One-Year	Three-Year*	Five-Year*	Ten-Year*	Since Inception*
Income Return	0.71%	2.17%	2.86%	2.78%	2.83%	n/a	3.10%
Appreciation Return	-1.12%	-2.80%	-2.30%	1.63%	2.61%	n/a	4.03%
Total Return	**-0.41%**	**-0.67%**	**0.51%**	**4.44%**	**5.49%**	**n/a**	**7.23%**

Inception Date: January 2, 2014

Performance Disclaimer:
The returns above for the investor's investment in the American Core Realty Fund include leveraged returns before (gross) and after (net) the deduction of investment management fees and may include the reinvestment of some income. The sum of annualized component returns may not equal the total return due to the chain-linking of quarterly returns. American Realty Advisors will supplement this performance information with the distribution of the Fund's full quarterly report within 45 days following the close of the quarter. Past performance is not a guarantee of future results and it is important to understand that investments of the type made by the Fund pose the potential for loss of capital over any time period. Many factors affect fund performance including changes in market conditions and interest rates in response to other economic, political, or financial developments including the impact from the COVID-19 outbreak. Please refer to the Risk Factors in the Fund's offering memorandum. Investment returns, and the principal value of any investment will fluctuate, so that when an investment is sold, the amount received could be less than what was originally invested. Use of leverage may create additional risks.

*Annualized; Since Inception returns are not reported for periods less than one year.
Returns are not reported on accounts invested less than a full period.

AMERICAN REALTY ADVISORS
INSTITUTIONAL CAPITAL MANAGEMENT

515 S. Flower St.
49th Floor
Los Angeles, CA 90071
213.233.5700

www.aracapital.com

INVOICE
SPECIAL COVERAGES

10/6/2020 FMIT# 0763
INVOICE ID: ANC-10077-2021

Ms. Teresa Bryan, PHR
HR Generalist
City of Fernandina Beach
204 Ash Street
Fernandina Beach, FL 32034

MAKE CHECKS PAYABLE TO:

FLORIDA MUNICIPAL INSURANCE TRUST
POST OFFICE BOX 1757
TALLAHASSEE FL 32302-1757

MAKE ACH PAYMENTS TO:
BANK: Capital City Bank, 217 N. Monroe St., Tallahassee, FL 32301
RTN#/ABA#: 063100688
ACCT#: 0032620702
ACCT TYPE: Checking
ACCT NAME: Florida Municipal Insurance Trust

**PLEASE INCLUDE A COPY OF THIS INVOICE WITH YOUR PAYMENT BY 10/21/2020.
IF FULL PREMIUM PAYMENT IS NOT RECEIVED BY 10/21/2020, THE POLICY IS SUBJECT TO CANCELLATION FOR NON-PAYMENT OF PREMIUM BY THE INSURER.**

DESCRIPTION	POLICY NUMBER	EFFECTIVE DATE	EXPIRATION DATE
A-3 BONDS FIDUCIARY LIABILITY FIREFIGHTERS & POLICE OFFICERS PENSION PLAN AND GENERAL EMPLOYEES PENSION PLAN $1,000,000 LIMIT OF LIABILITY	U720-52790	11/1/2020	11/1/2021

PREMIUMS

BASE PREMIUM:	
ADDITIONAL INSURED(S):	$9,954.00
TERRORISM:	
INSPECTION FEE:	
POLICY FEE:	
FEES:	

TOTAL POLICY PREMIUM: Split between both plans ~~$9,954.00~~ $4,977.00

Ancillary insurance coverage includes any insurance coverage not currently available directly from the Florida Municipal Insurance Trust. When the Florida League of Cities, Inc. acts as intermediary or agency in facilitating ancillary insurance coverage for a member with a third party insurer, the Florida League of Cities, Inc. shall not be liable to the member if the third party insurer becomes insolvent at any time after coverage has commenced. The Florida League of Cities, Inc. shall use reasonable skill and judgment in securing any such ancillary insurance coverage. However, it is not a guarantor of the financial condition of any third party insurer and is entitled to reasonably rely upon generally accepted financial, actuarial and/or insurance industry data when facilitating ancillary insurance coverage.

INVOICE

Fernandina Beach GE Pension Fund
(Fernandina Beach GE Pension Fund)

204 ASH ST

FL

FERN BCH 32034

Invoice Date: November 4, 2020

Invoice Number: INV_3160

Reference: Online Payment: Membership Dues

Florida Public Pension Trustees Association

2946 WELLINGTON CIR

FL

TALLAHASSEE 32309

United States

8506688552

mj@fppta.org

Description	Quantity	Unit Price	Sales Tax	Amount USD
Membership Type - Pension Board	1	$620.00	No Sales Tax	$620.00
			Sub Total	$620.00
			TOTAL NO Sales Tax	$0.00
			TOTAL USD	$620.00

DUE DATE: November 14, 2020

-✂- -

PAYMENT ADVICE

To:
Florida Public Pension Trustees Association
2946 WELLINGTON CIR
FL
TALLAHASSEE 32309
United States
8506688552
mj@fppta.org

Customer: Fernandina Beach GE Pension Fund

Invoice Number: INV_3160

Amount Due: **$620.00**

Due Date: November 14, 2020

CITY OF FERNANDINA BEACH
Finance Department

Pauline Testagrose
Comptroller

COPY

September 2, 2020

Fiduciary Trust International
Attn: Pension Payroll
100 Fountain Pkwy – Bldg 160/2nd Floor
St. Petersburg, FL 33716

Subject: City of Fernandina Beach General Employees Pension Plan Account Number 450079900

Dear Pension Payroll:

The following employee has terminated their employment with the City. They are not vested in the Pension Plan, and have requested a refund of their contributions that have been deposited in the above referenced Plan. Please issue a check and mail it to the following address for Direct Deposit:

Andrew S Peters
[redacted]

Name:	Andrew S Peters
Social Security Number:	[redacted]
Date of Birth	
Date of Hire	February 5, 2018
Date of Release	July 31, 2020
Pre-Tax Portion	$4,729.39
Total Refund	$4,729.39

A lump sum distribution election form has been signed by the employee and is enclosed for your records. Please notify us when payment has been made. If additional information is needed please let me know. Thank you for your assistance in the above matter.

Sincerely,

Pauline Testagrose
Comptroller

Enclosure(s)
cc: Personnel File (w/enclosure)

CITY OF FERNANDINA BEACH
Finance Department

COPY

Pauline Testagrose
Comptroller

September 2, 2020

Fiduciary Trust International
Attn: Pension Payroll
100 Fountain Pkwy – Bldg 160/2nd Floor
St. Petersburg, FL 33716

Subject: City of Fernandina Beach General Employees
Pension Plan Account Number 450079900

Dear Pension Payroll:

The following employee has terminated his employment with the City. They are not vested in the Pension Plan and has requested a rollover of contributions deposited in the above referenced Plan. Please issue a check and mail it to the following address/payee:

Edward Jones
[redacted]

Name:	Ashley Metz
Social Security Number:	[redacted]
Date of Birth	[redacted]
Date of Hire	June 7, 2011
Date of Release	March 3, 2016
Pre-Tax Portion	$14,534.15
Total Refund	$14,534.15

A lump sum distribution election form has been signed by the employee and a copy is enclosed for your records. Please notify us when payment has been made. If additional information is needed please let me know. Thank you for your assistance in the above matter.

Sincerely,

Pauline Testagrose
Comptroller

Enclosure(s)
cc: Personnel File (w/enclosure)

CITY OF FERNANDINA BEACH
Finance Department

Pauline Testagrose
Comptroller

October 13, 2020

Fiduciary Trust International
Attn: Pension Payroll
100 Fountain Pkwy – Bldg 160/2nd Floor
St. Petersburg, FL 33716

Subject: City of Fernandina Beach General Employees
Pension Plan Account Number 450079900

Dear Pension Payroll:

The following employee has terminated their employment with the City. They are not vested in the Pension Plan, and have requested a refund of their contributions that have been deposited in the above referenced Plan. Please issue a check and mail it to the following address for Direct Deposit:

Jason Priess
[redacted]

Name:	Jason Priess
Social Security Number:	[redacted]
Date of Birth	[redacted]
Date of Hire	October 7, 2019
Date of Release	May 1, 2020
Pre-Tax Portion	$1,319.58
Total Refund	$1,319.58

A lump sum distribution election form has been signed by the employee and is enclosed for your records. Please notify us when payment has been made. If additional information is needed please let me know. Thank you for your assistance in the above matter.

Sincerely,

Pauline Testagrose
Comptroller

Enclosure(s)
cc: Personnel File (w/enclosure)

Teresa Bryan

From: Edward Filipkowski
Sent: Wednesday, August 12, 2020 3:28 PM
To: Stephen Beckman
Cc: Teresa Bryan
Subject: Retirement

Steve
While I have enjoyed my time as an inspector for the city and have worked with many great folks both past and present. It will come to an end on August 31st as I plan to retire.
Edward J Filipkowski
'Flip'

Sent from my iPad

Edward Filipkowski
Deputy Building Official
City of Fernandina Beach
204 Ash Street
Fernandina Beach, Florida 32034
(904) 310-3138 | efilipkowski@fbfl.org
http://www.fbfl.us

City of Fernandina Beach
UTILITIES DEPARTMENT

Dale Martin, City Manager
204 Ash Street
Fernandina Beach, FL 32034

July 10th, 2020

Dear Mr. Dale Martin,

My last day working for the City of Fernandina Beach will be October 30th, 2020. I plan to start my retirement on October 30th and I am here by giving due notice to you that my last day will be October 30th. I am copying this correspondence to the Human Resource Department so that all necessary paper work for my retirement may be completed in a timely fashion so that I can start receiving my pension in November of 2020. Should you have any questions please let me know.

Sincerely,

John Mandrick, PE
Utilities Director

1180 S. 5th St. Ext. • Fernandina Beach, FL 32034 • [904] 310-3420
Fax [904] 310-3464 • TDD - 711 • email address: gmurray@fbfl.org • Equal Opportunity Employer

Teresa Bryan

From: Jessica De la Torre Vila <jess@sugarmansusskind.com>
Sent: Thursday, November 5, 2020 5:11 PM
To: Teresa Bryan
Subject: RE: 2021 Meeting Dates

CAUTION: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender, were expecting this email, and know the content is safe.

Hi Teresa,

I hope all is well. I must apologize as I just noticed this email...

With regards to the meeting dates, I am proposing the 2nd Thursday of the quarter. Those dates are 2/11, 5/13, 8/12 and 11/11 with the Fire and Police meeting at 1pm and GE at 3pm.

Let me know if these dates will work.

Thanks for checking in ☺

Jess

From: Teresa Bryan <tbryan@fbfl.org>
Sent: Wednesday, November 4, 2020 9:22 AM
To: Jessica De la Torre Vila <jess@sugarmansusskind.com>
Subject: 2021 Meeting Dates

Good morning Jessica,

I'm working on the packets for the pension meetings next week and I normally include the meeting dates for the next year on the November agendas. Do you happen to have those dates that I can include in the packets?

Thanks so much!

Teresa Bryan
Senior HR Generalist
City of Fernandina Beach
204 Ash St.
Fernandina Beach, FL 32034
(904) 310-3127 | tbryan@fbfl.org
www.fbfl.us