

**CITY OF MIAMI GENERAL EMPLOYEES' AND
SANITATION EMPLOYEES' RETIREMENT TRUST**
Approved Amended GESE Budget by the Board on March 16, 2016
For the fiscal year ending September 30, 2017

**The following approved budget represents the fiscal 2015 financial requirements necessary
to support the approximately \$589 million GESE Trust Fund, which serves 3,713 members.**

ORACLE OBJECT CODE	2015/2016 BOARD APPROVED BUDGET	2016/2017 BOARD APPROVED BUDGET	% INCREASE (DECREASE)
<u>Personnel Services</u>			
<i>Regular Salary & Wages</i>	512000		
1 Pension Administrator	174,951	150,895	
1 Assistant Pension Administrator	104,803	0	
1 Treasurer	97,257	68,080	
1 Administrative Assistant III	104,271	72,990	
1 Assistant to the Administrator	66,293	66,293	
1 Payroll Specialist II	77,533	81,410	
1 Chief Accountant	74,619	83,834	
1 Facility Maintenance Manager	66,353	69,671	
1 Accountant	0	50,000	
1 Benefits Analyst	38,582	40,511	
1 Receptionist/Administrative Aide	32,000	33,600	
Total Salaries	836,662	717,284	-14.3%
<i>Special Pay</i>	512000	30,000	
<i>Special Projects</i>		0	
<i>Deferred Compensation</i>		32,000	
Total Salaries & Wages 512000	\$890,792	\$805,784	-9.5%
Board Members Salaries	511000	21,600	
		0	
Fringe Benefits:			
Car Allowance	516000	6,000	
Payroll Taxes	521000	94,424	
Retirement Contributions (Assumes one lump sum GESE Staff & Two Excess Payments)	522000	269,054	
Life, Health & Dental Insurance	523000	250,662	
Workers' Compensation	524000	6,000	
Total Personnel Services		\$1,538,532	\$1,484,361
			-3.5%
<u>Professional Services</u>			
Investment Consultant	531000	225,360	
Consulting Actuary		156,000	
Computer Specialists		98,110	
Pension Administration Consulting		0	
Other (Paychex, court reporter, interpreter)		14,100	
Total Professional Services 531000		\$493,570	\$582,046
Legal Fees	531010	112,000	
Medical Advisors and Specialists	531020	10,000	
Auditing Services	532000	67,100	
Total Professional Services		\$682,670	\$857,496
			25.6%

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ORACLE	2015/2016	2016/2017	%
OBJECT	BOARD	BOARD	
CODE	APPROVED	APPROVED	INCREASE
	BUDGET	BUDGET	(DECREASE)
<u>Office & Administrative</u>			
Travel and Per Diem	540000	30,000	30,000
Communications & Related Services (Office phones, cell phones, and internet)	541000	30,000	30,000
Postage	541100	15,000	15,000
Printing and Binding (stationery, annual reports, 1099-R)	547000	15,000	15,000
Advertising & related costs	548100	5,000	5,000
Office Supplies+ Meeting Expenses	551000	60,000	60,000
Operating Supplies(Death Certificates & Notary)	552000	1,200	1,200
Subscriptions, Memberships, Licenses	554000	3,500	3,500
Total Office & Administrative		\$159,700	\$159,700
			0.0%
<u>Insurance & Occupancy</u>			
<i>Insurance</i>	545000		
Commercial Property & Liability		48,521	50,947
Fiduciary & Fidelity		112,084	117,688
Total Insurance		160,605	168,635
			5.0%
Utility Services (Electricity, Water, Garbage)	543000	23,000	23,000
Rentals & Leases	544000	40,000	30,000
IT Repair & Maintenance Services	546001	347,248	347,248
Building Repair, Maintenance & Capital Outlays	546000	163,450	253,450
Building Insurance Deductible (Hurricane repairs)	546000	41,065	41,065
Bldg Use Allowance /Depreciation	559000	45,000	45,000
Machinery & Equipment	664000	18,731	30,076
Total Insurance & Occupancy		\$678,494	\$769,839
			13.5%
<u>Additional Expense Professional Service</u>			
Data Loss-(Mid Year Appropriation)		\$80,000	\$0
TOTAL ADMINISTRATIVE COSTS		\$3,300,000	\$3,440,031
			4.2%
ACTUARIAL FUNDING REQUIREMENT	522000	\$32,881,500	\$34,355,719
(Assumes one lump sum payment)			4.5%
TOTAL BUDGET		\$36,181,500	\$37,795,750
			4.5%

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GESE Budget - Exhibit A
For the fiscal year ending September 30, 2017

		2016/2017 Board Approved BUDGET	2015/2016 Board Approved BUDGET
<u>Personnel Services</u>			
512000 Regular Salaries		\$717,284	\$836,662
- Based on current salaries.			
512000 Special Pay		\$30,000	\$30,000
- Temporary Service			
- Accumulated Balances Payout			
512000 - Special Projects		\$32,000	\$0
512000 Deferred Compensation		\$26,500	\$24,130
511000 Board Members Salaries		\$0	\$21,600
- \$300/month X 6 board members			
516000 Car Allowance		\$6,000	\$6,000
- Administrator (\$500/month)			
521000 Payroll Taxes		\$82,408	\$94,424
-Based on 10% of salary expenditure			
522000 Retirement Contributions		\$295,517	\$269,054
- Actuarially determined cost for Staff Defined Benefit Plan+ Staff Excess			
523000 Life & Health Insurance		\$288,652	\$250,662
- Health Insurance (\$22198/month)			
- Dental Insurance (\$307/month)			
- Life Insurance (\$761/month)			
- Disability Insurance (\$787/month)			
524000 Workers' Compensation		\$6,000	\$6,000
- Based on salary expenditure			
<u>Professional Services</u>			
531000 Investment Consultant		\$238,236	\$225,360
- Quarterly Performance Evaluation (\$10,730/month)	141,636		
- Travel expenses (\$700 x 8 trips)	5,600		
- Comprehensive Financial Annual Report - Review & GASB 40 data	26,000		
- Staff Pension Plan at \$6,000 & Drop Plan at \$32,000	38,000		
- Security analysis and other	5,000		
- Proxy voting review	5,000		
- Money Manager Search \$6,000 / Security Litigation \$4,000	10,000		
- Asset Liability Management Study (ALM)	0		
- 3 Year Experience Study	0		
- GASB 67	7,000		
	<u>238,236</u>		
531000 Consulting Actuary		\$156,000	\$156,000
- Fee per contract for GESE & Staff actuarial valuations	45,000		
- Customization due to Ordinance changes	30,000		
- Additional actuarial expenditure estimate	30,000		
- GASB 67	25,000		
- GASB 68	5,000		
- Senate Bill 534	21,000		
	<u>156,000</u>		

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<u>Cont'd Professional Services</u>			
531000 Computer Specialists		\$98,110	\$98,110
- Data Analyst Consultant (Kruzware, Inc.)	60,000		
- Computer Service Consultant - (Kamau, Inc)	38,110		
Total	98,110		
531000 Pension Benefits Consulting		\$75,600	\$0
- Elenberg Consulting Inc	75,600		
Total	75,600		
531000 Other professional services		\$14,100	\$14,100
- Paychex payroll services (\$206/month)	4,000		
- Other professional services including bank fees	10,100		
Total	14,100		
531010 Legal Fees		\$198,350	\$112,000
- Ronald Silver's fees	100,000		
- Peter Schwedock (Disabilty Attorney)	12,000		
- Klausner, Kaufman, Jensen & Levinson (Lawsuit Contingency)	66,350		
- IRS - GESE & Staff Determination Letter(s)	20,000		
Total	198,350		
531020 Medical Advisors & Specialists		\$10,000	\$10,000
- Estimated amount based on current trend			
532000 Auditing services		\$67,100	\$67,100
- Anthony Brunson, P.A. based on historical fees	65,100		
- International equity manager audit charges based on historical fees	2,000		
Total	67,100		
<u>Office & Administrative</u>			
540000 Travel and Per Diem		\$30,000	\$30,000
- Estimate of educational conferences (IFEBP & FPPTA)	25,000		
- Staff training, Travel & Tuition Reimbursement	5,000		
Total	30,000		
541000 Communications & related services		\$30,000	\$30,000
- 1 Cellular phone allowance for Administrator (\$100/month)	1,200		
- 1 Cellular phone for Facility Maintanance Manager (\$100/month)	1,200		
- Phone service including local, long distance and internet	27,600		
Total	30,000		
541100 Postage		\$15,000	\$15,000
- Postage machine & courier - based on estimated amount			
547000 Printing		\$15,000	\$15,000
- Retiree checks, Retiree CKS, Annual SSTS, 1099-R Tax FORMS	3,500		
- Annual Report	4,000		
- Annual Summary Plan Description	2,500		
- Stationary	5,000		
Total	15,000		

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<u>Cont'd Office & Administrative</u>		
548100 Advertising & Related Costs	\$5,000	\$5,000
- Estimated based on past experience of each Miami Herald display advertisement cost approx. \$650, and other papers range \$250 - \$400		
551000 Office Supplies + Meeting Expenses	\$60,000	\$60,000
- Amount based on past and current expenditure		
552000 Operating Supplies	\$1,200	\$1,200
- Amount based on renewal of notary of 3 staff members		
554000 Subscriptions, Memberships, Licenses	\$3,500	\$3,500
- FPPTA membership fees	1,000	
- IFEBP membership fees	850	
- Government Finance Officers Association membership fees	550	
- Pension & CCH Tax Guide	350	
- The Miami Herald	250	
- Ancestry.com	300	
- Computer software & technical books	200	
	3,500	
<u>Insurance & Occupancy</u>		
545000 Insurance - Commercial property & liability		
Based on current premium from Marsh & McLennan Agency (Approximate 5 %)	\$50,947	\$48,521
- Commercial Package Policy - Primary Umbrella \$10M Limit	17,019	
- Primary Crime - \$5M Limit	8,749	
- Cyber Liability	21,000	
- Wind Insurance Liability	4,178	
	50,947	
545000 Insurance - Fidelity & Fiduciary	\$117,688	\$112,084
Based on current premium from Marsh & McLennan Agency (Approximate 5%)		
- Primary D&O - Employment Practices Liability-\$3M Combined	33,427	
- Excess D&O - Employment Prac.Liability-\$2Mxs\$3M Primary	22,285	
- Primary Fiduciary Liability - \$10M Limit	61,976	
	117,688	
543000 Utility Services	\$23,000	\$23,000
- Electricity based on estimated amount	17,000	
- Water & Sewer based on estimated amount	4,000	
- Garbage based on estimated amount	2,000	
	23,000	
544000 Rentals & Leases	\$30,000	\$40,000
- Equipment rental based on last year expenditure.		

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<u>Cont'd Insurance & Occupancy</u>		
Repair & Maintenance Services (Based on Historical Cost)		
546001 <u>IT Repair & Maintenance</u>	\$347,248	\$347,248
- PENSION Software (BACKDROP & 80K LIMIT)	125,000	
- PGold additional Maintenance (Ordinance Change 2012- Effective 01/01/13)	22,500	
- Support, Software & Customization maintenance (5% annual increase)	106,822	
- Customization	11,661	
- Imaging Software maintenance & support fee No Increase	6,836	
- IQ software maintenance & support fee No Increase	3,195	
- Business continuity plan maintenance & support fee No Increase	13,230	
- File Backup Fee	3,000	
- Payroll Processing Fee	5,500	
- Oracle Licences (5% annual increase)	9,429	
- BIS Digital Recording Maintenance/Plus \$300 increase for software assurance	2,500	
- Smead Software Maintenance	3,000	
- Daily Monitoring of Firewall	12,000	
- IT / Audit Penetration Testing	1,575	
- AccPac Accounting Software Maintenance	6,000	
- Website	15,000	
Total Software Annual Repair & Maintenance	347,248	
546000 <u>Building Repair & Maintenance</u>	\$253,450	\$163,450
- Office building maintenance	87,000	
- Building Repairs & Capital Outlays (Historically)	166,450	
Total Building Repair & Maintenance	253,450	
546000 <u>Building Insurance Deductibles</u>	\$41,065	\$41,065
- Building Insurance Deductible (Wind+Flood)		
559000 <u>Bldg Use Allowance/ Depreciation</u>	\$45,000	\$45,000
- Depreciation: GESE Building based on 39 yr straight-line		
664000 <u>Machinery & Equipment</u>	\$30,076	\$18,731
Estimated purchases based on current market prices		
- Computer Equipment & Office Furniture	\$10,531	
(\$5,531-Replacement Desktops, \$5,000 Website Hardware)		
- Computer Software	\$2,400	
- Capital Equipment outlay (A/C Units, Condenser, Electrical Panel)	\$17,145	
	30,076	
531000 <u>Additional Expense Professional Service</u>		
Data Loss-Mid year Appropriation	\$0	\$80,000
TOTAL ADMINISTRATIVE COSTS	\$3,440,031	\$3,300,000