

**Town of Longboat Key General Employees' Retirement Plan  
Request For Payment**

Account: M03392

**Date submitted: 3/10/2015**

**Board Approval Date:**

Invoice Date	Inv #	Payee	Expense Category	Amount
1/31/2015	26029	Christiansen & Dehner	Legal	<u>\$ 442.16</u>
2/15/2015	566555	Mauldin & Jenkins	Audit	<u>\$ 2,000.00</u>
Total Payments requested				<u>\$ 2,442.16</u>

Please process payment from our Custodian Account directly to the above vendors.

Authorized Signature: *Susan L Smith*

# Christiansen & Dehner, P. A.

63 Sarasota Center Boulevard  
Suite 107  
Sarasota, FL 34240-

941-377-2200  
Phone

941-377-4848  
Fax

January 31, 2015

Longboat Key Consolidated Retirement System  
Attn: Ms. Sharon Johnson  
501 Bay Isles Road  
Longboat Key, FL 34228

Invoice Number

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In Reference To: Consolidated Employees' Pension Plan	1499	26029
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## Professional Services

	Hours	Amount
1/30/2015 Preparation and attendance at Board Meeting.	3.50	1,326.50
For professional services rendered <i>SJS</i>	3.50	<u>\$1,326.50</u>
Previous balance		\$1,516.00
Accounts receivable transactions <i>AK</i>		
2/18/2015 Payment - thank you - First State. Check No. 34049		(\$505.33)
Total payments and adjustments		<u>(\$505.33)</u>
Balance due		<u><u>\$2,337.17</u></u>

\*\* Please note that the "Balance Due" figure at the end of this bill reflects both "Total New Charges - Current Period" and any previous balances due. In most cases, if the previous balance(s) have already been approved for payment but not yet received in our office, you should be paying only the "Total New Charges - for services and/or expenses". Thank you.

*(Pay)* 442.16 GEN'L  
442.17 POLICE  
442.17 FIRE  
1326.50

Please indicate account number(s) with payment.  
(Please Deduct any payments not reflected in Balance due)

# MAULDIN & JENKINS

1301 Sixth Avenue West, Suite 600 • Bradenton, Florida 34205-7440 • Telephone (941) 747-4483 • Fax (941) 747-6035

Town of Longboat Key, Florida  
501 Bay Isles Road  
Longboat Key, FL 34228

Invoice No. 566555  
02/15/2015  
Client No. 07010000.000

PLEASE DETACH HERE AND RETURN UPPER PORTION  
WITH YOUR REMITTANCE

PAYMENT IS DUE UPON  
RECEIPT OF INVOICE

AMOUNT ENCLOSED \$ \_\_\_\_\_

PROFESSIONAL SERVICES RENDERED AS FOLLOWS:

Progress billing number 4 regarding the annual financial and compliance audit of the Town of Longboat Key, Florida as of and for the year ended September 30, 2014. \$ 9,900.00 ✓

Progress billing number 2 regarding the annual financial and compliance audit of the Town of Longboat Key separately issued pension trust funds (3) for the year ended September 30, 2014. (\$2,000 for each of the 3 plans) \$ 6,000.00

Progress Bill

Prior Balance \$ 15,900.00  
22,500.00

Total Amount Due \$ 38,400.00

*✓ 2000.00 To Be  
- pd by  
the  
Fund*

WE APPRECIATE YOUR BUSINESS!

*2000.00 FIRE  
2000.00 GENL  
2000.00 POLICE  
6000.00*

**Longboat Key Consolidated Retirement System: General Employees' Retirement Plan**  
**WARRANT - PAYMENT OF INVOICES**

TO: Salem Trust  
FROM: Board of Trustees

This Warrant serves as authorization to transfer the specified funds from Salem Trust Account \_\_\_\_\_ to pay the persons named below hereby certified by the Board as due payments.

<u>Account Description</u>	<u>Name</u>	<u>Amount</u>
Attorney	Christiansen & Dehner Invoice 26029 dated January 31, 2015	\$442.16
Auditor	Mauldin & Jenkins Invoice 566555 dated February 15, 2015	\$2,000.00

**TOTAL:** \$2,442.16

Dated this 20th Day of March, 2015.

CHAIR \_\_\_\_\_ SECRETARY \_\_\_\_\_

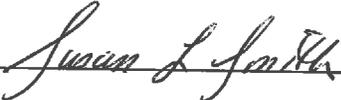
**Town of Longboat Key Firefighters' Retirement Plan  
Request For Payment**

**Date submitted: 3/10/2015**

**Board Approval Date:**

Invoice Date	Inv #	Payee	Expense Category	Amount
1/31/2015	26029	Christiansen & Dehner PA	Legal	\$ <u>442.17</u>
2/15/2015	566555	Mauldin & Jenkins	Audit	\$ <u>2,000.00</u>

Please process payment from our Custodian Account directly to the above vendors.

Authorized Signature: 

# Payment Of Plan Expenses

Mail to: First State Trust Co., Delaware Corporate Center II, 2 Righter Pkwy, #250 - Wilmington, DE 19803  
 FAX NO.: (302)573-6986

## Town of Longboat Key Firefighters' Pension Plan

Account Number	Investment Option	Amount
70000678	C/D	\$ <u>442.17</u>

**PAY CHECK TO:**  
Christiansen & Dehner  
 (PAYEE)

---

(PAYEE)

**MAIL CHECK TO:**

---

(COMPANY NAME, IF DIFFERENT THEN PAYEE)

---

(ADDRESS)

**For Payment to Incorporated payees: (check one)**

- |   |   |  |  |
|---|---|--|--|
| <input type="checkbox"/> Recordkeeping Fee (353)  | <input type="checkbox"/> Accounting Fee (343) | <input type="checkbox"/> Actuarial Fee (340) | <input type="checkbox"/> Insurance Premium (356) |
| <input checked="" type="checkbox"/> Legal Fee (341)                                     | <input type="checkbox"/> Trustee Fee (347)    | <input type="checkbox"/> Audit Fee (342)     | <input type="checkbox"/> Management Fee (344)    |
| <input type="checkbox"/> Insurance Premium PBGC Fee Period Beginning: ___/___/___ (355) |   |  |  |

**For Payment to payees Not Incorporated: (check one)**

Payee Employer #: \_\_\_\_\_

- |   |   |  |   |
|---|---|--|---|
| <input type="checkbox"/> Recordkeeping Fee (454)    | <input type="checkbox"/> Accounting Fee (450) | <input type="checkbox"/> Actuarial Fee (448) | <input type="checkbox"/> Management Fee (451) |
| <input checked="" type="checkbox"/> Legal Fee (341) | <input type="checkbox"/> Trustee Fee (452)    | <input type="checkbox"/> Audit Fee (449)     | <input type="checkbox"/> Other Fees (455)     |

Further Description: \_\_\_\_\_

**PLEASE NOTE: APPLICABLE INVOICE MUST ACCOMPANY THIS REQUEST**

The initials in the box to the left authorize you to act on these instructions sent via fax. Original will not follow.

**IMPORTANT NOTICE**

Please read before signing

First State Trust Company will not be responsible for transaction requests sent via facsimile which are not received by us due to mechanical or other problems with transmission.

The undersigned hereby represents that the plan sponsor of the above referenced plan is the "named fiduciary" (within the meaning of Section 402 (1)(2) of the Employee Retirement Income Security Act of 1974, as amended [ERISA]) of the plan and that the undersigned has been duly authorized to make the above direction on behalf of the named fiduciary. The undersigned hereby certifies that the above direction made in accordance with the Plan and is not in violation of ERISA or any regulations promulgated thereunder.

X Susan L Smith 3, 10, 15  
 Authorized Signature (if app.) Date

X \_\_\_\_\_ / /  
 2nd Authorized Signature (if app.) Date

**FSTC INTERNAL USE ONLY**

Trust Admin Approval By: _____	Date: ___/___/___	Completed By: _____	Date: ___/___/___
Prep Completed By: _____	Date: ___/___/___	TRN#: _____	Check#: _____
		QC By: _____	Date: ___/___/___

# Christiansen & Dehner, P. A.

63 Sarasota Center Boulevard  
Suite 107  
Sarasota, FL 34240-

941-377-2200  
Phone

941-377-4848  
Fax

January 31, 2015

Longboat Key Consolidated Retirement System  
Attn: Ms. Sharon Johnson  
501 Bay Isles Road  
Longboat Key, FL 34228

Invoice Number

In Reference To: Consolidated Employees' Pension Plan

1499

26029

## Professional Services

	Hours	Amount
1/30/2015 Preparation and attendance at Board Meeting.	3.50	1,326.50
For professional services rendered <i>SJS</i>	3.50	<u>\$1,326.50</u>
Previous balance		\$1,516.00
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2/18/2015 Payment - thank you - First State. Check No. 34049		(\$505.33)
Total payments and adjustments		(\$505.33)
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442.17 FIRE  
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(Please Deduct any payments not reflected in Balance due)

# Payment Of Plan Expenses

Mail to: First State Trust Co., Delaware Corporate Center II, 2 Righter Pkwy, #250 - Wilmington, DE 19803  
 FAX NO.: (302)573-5986

## Town of Longboat Key Firefighters' Pension Plan

Account Number	Investment Option	Amount
70000678	C/D	\$ <u>2000.00</u>

**PAY CHECK TO:**  
Mauldin & Jenkins LLC  
 (PAYEE)

---

(PAYEE)

**MAIL CHECK TO:**

---

(COMPANY NAME, IF DIFFERENT THEN PAYEE)

---

(ADDRESS)

**For Payment to Incorporated payees: (check one)**

- |   |   |  |  |
|---|---|--|--|
| <input type="checkbox"/> Recordkeeping Fee (353)  | <input type="checkbox"/> Accounting Fee (343) | <input type="checkbox"/> Actuarial Fee (340) | <input type="checkbox"/> Insurance Premium (356) |
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**For Payment to payees Not Incorporated: (check one)**

Payee Employer #: \_\_\_\_\_

- |  |   |   |   |
|--|---|---|---|
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| <input type="checkbox"/> Legal Fee (341)         | <input type="checkbox"/> Trustee Fee (452)    | <input checked="" type="checkbox"/> Audit Fee (449) | <input type="checkbox"/> Other Fees (455)     |

Further Description: \_\_\_\_\_

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X [Signature] 3/10/15  
 Authorized Signature (if app.) Date

X \_\_\_\_\_ / /  
 2nd Authorized Signature (if app.) Date

**FSTC INTERNAL USE ONLY**

Trust Admin Approval By: _____	Date: ___/___/___	Completed By: _____	Date: ___/___/___
Prep Completed By: _____	Date: ___/___/___	TRN#: _____	Check#: _____
		QC By: _____	Date: ___/___/___

# MAULDIN & JENKINS

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Town of Longboat Key, Florida  
501 Bay Isles Road  
Longboat Key, FL 34228

Invoice No. 566555  
02/15/2015  
Client No. 07010000.000

PLEASE DETACH HERE AND RETURN UPPER PORTION  
WITH YOUR REMITTANCE

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RECEIPT OF INVOICE

AMOUNT ENCLOSED \$ \_\_\_\_\_

## PROFESSIONAL SERVICES RENDERED AS FOLLOWS:

Progress billing number 4 regarding the annual financial and compliance audit of the Town of Longboat Key, Florida as of and for the year ended September 30, 2014. \$ 9,900.00 ✓

Progress billing number 2 regarding the annual financial and compliance audit of the Town of Longboat Key separately issued pension trust funds (3) for the year ended September 30, 2014. (\$2,000 for each of the 3 plans) \$ 6,000.00

Progress Bill

Prior Balance \$ 15,900.00  
Total Amount Due \$ 22,500.00  
\$ 38,400.00

*✓ 2000.00 To Be  
- pd by  
for another  
Fund*

WE APPRECIATE YOUR BUSINESS!

*2000.00 FIRE  
2000.00 GENL  
2000.00 POLICE  
6000.00*

**Longboat Key Consolidated Retirement System: Firefighters' Retirement Plan**  
**WARRANT - PAYMENT OF INVOICES**

TO:           Fist State  
FROM:        Board of Trustees

This Warrant serves as authorization to transfer the specified funds from First State/ Morgan Stanley Account \_\_\_\_\_ to pay the persons named below hereby certified by the Board as due payments.

<u>Account Description</u>	<u>Name</u>	<u>Amount</u>
Attorney	Christiansen & Dehner Invoice 26029 dated January 31, 2015	\$442.16
Auditor	Mauldin & Jenkins Invoice 566555 dated February 15, 2015	\$2,000.00

**TOTAL:** \$2,442.16

Dated this 20th Day of March, 2015.

CHAIR \_\_\_\_\_ SECRETARY \_\_\_\_\_

**Town of Longboat Key Police Officers' Retirement Plan  
Request For Payment**

Account: M03418

Date submitted: ~~2/5/2015~~ 2/10/15

Board Approval Date: ~~1/30/2014~~

Invoice Date	Inv #	Payee	Expense Category	Amount
12/31/2014	4th Qtr 2014	Delaware Investments	Money Manager	\$ 612.64
12/31/2014	4th Qtr 2014	GW Capital, Inc	Money Manager	\$ 632.98
1/6/2015	4th Qtr 2014	Renaissance Investment Mgmt	Money Manager	\$ 534.53
			Money Manager	<u>\$ 1,780.15</u>
1/31/2015	26029	Christiansen & Dehner	Legal	<u>\$ 442.17</u>
2/15/2015	566555	Mauldin & Jenkins	Audit	<u>\$ 2,000.00</u>
2/20/2015	4th Qtr 2014	Morgan Stanley Smith Barney	Investment Advisor	<u>\$ 2,000.00</u>
Total Payment Request				<u>\$ 6,222.32</u>

Please process payment from our Custodian Account directly to the above vendors.

Authorized Signature: Susan L Smith

Invoice Date: 12/31/2014  
Invoice Number: 20141231-188-A

Period Market Values (USD)

LONGBOAT KEY POLICE OFFICERS RET SYS - 10447

12/31/2014

Total Adjusted Market Value

324,077.62

\$ 324,077.62

Annual Fee Schedule (Management Fees-SMA Arrears)

0.00 to	20,000,000.00	75.00 BPS
20,000,000.01 to	50,000,000.00	90.00 BPS
50,000,000.01 and above		100.00 BPS

Quarterly Fee Calculation (Management Fees-SMA Arrears)

$$324,077.62 \times 75.00 \text{ BPS} \times \frac{92}{365} = 612.64$$

Schedule Total: \$ 612.64

Invoice Summary Fee Totals:

Fee Total For Management Fees-SMA Arrears: 612.64

Total Amount Due: \$ 612.64

*SR*  
*OK*  
*SLS*

*AK*

# GW CAPITAL, Inc.

INVESTMENT ADVISORS

10900 NE 8TH STREET • SUITE 750 • BELLEVUE, WA 98004 • PH (425) 455-4551 • FAX (425) 455-4662

## INVOICE

January 20, 2015

Finance Director  
Longboat Key Police Officers' Retirement System c/o Town Manager's Office  
501 Bay Isles Road  
Longboat Key, Florida 34228

### WIRE and ACH INSTRUCTIONS

Bank of America  
10555 Northeast 8th Street Bellevue, WA 98004  
Bank ABA Number for a Wire - 0260-0959-3  
Bank Routing Number for ACH - 125000024  
Account Number - 000076808419

### FOR INVESTMENT SERVICES RENDERED BY:

GW Capital, Inc.  
10900 Northeast Eighth Street, Suite 750  
Bellevue, Washington 98004-4405

**BILL PERIOD:** Fourth Quarter 2014  
**ACCOUNT NAME:** Town of Longboat Key Police Officers' Retirement System  
**ACCOUNT NUMBER:** 3040064211

<b>UNADJUSTED MARKET VALUE</b>		\$335,787.51
	11/04/2014 Pro-rated Distribution*	\$1,803.46
<b>SALEM TRUST COMPANY MARKET VALUE</b>	December 31, 2014	\$337,590.97

\*Distribution of \$4,879.95 on 11/04/2014 pro-rated for 34 days under management

FEE BREAKDOWN		MARKET VALUE	ANNUAL FEE	QUARTERLY FEE
0.75%	on first \$25MM	\$337,590.97	\$2,531.93	\$632.98
0.60%	on next \$25MM	\$0.00	\$0.00	\$0.00
0.50%	on assets over \$50MM	\$0.00	\$0.00	\$0.00
<b>TOTAL FEE:</b>				<b>\$632.98</b>

✓ SAG  
OK SUS

AK

Payment due within 30 days of receipt of this invoice.

GW Capital, Inc. invoices use reconciled custodian values for all computations. In order to ensure that all account transactions, holdings and values are correct and current, GW Capital, Inc. urges you to compare our firm's statement with the statement you receive directly from your qualified independent brokerage or custodian. Please contact us immediately if there are any discrepancies.

January 06, 2015

Ms. Sharon L. Johnson  
Town of Longboat Key  
501 Bay Isles Road  
Longboat Key, FL 34228

Billing Period: FROM 10/01/2014 TO 12/31/2014

Custodian Account No: 3040064248

Account #: IE0262 - Town of Longboat Key Police Officers Retirement System

Portfolio Value ..... \$326,260.32

Amount Due, PAYABLE UPON RECEIPT: ..... \$534.53

FEE CALCULATION \*(Rate x Portfolio Value) x (# of days in quarter / # of days in year)

Rate Applied:	For Assets Under Management	Amount Due
0.6500 %	On the remainder: 326,260	534.53
	Total Fee:	534.53

✓ SHS  
OK/SLS  
AK

PLEASE NOTE THAT YOUR CUSTODIAN DOES NOT PROVIDE INDEPENDENT VERIFICATION OF THE ACCURACY OF OUR FEE CALCULATION. FOR QUESTIONS REGARDING THIS INVOICE, PLEASE CONTACT CAREY KRUEER AT 513-723-4574 OR CFK@RENINV.COM.

Return this section with your fee to the address below or in the enclosed envelope:

RENAISSANCE INVESTMENT MANAGEMENT  
3551 Solutions Center #773551  
Chicago, IL 60677-3005  
Acct: IE0262  
Custodian Account No: 3040064248

# Christiansen & Dehner, P. A.

63 Sarasota Center Boulevard  
Suite 107  
Sarasota, FL 34240-

941-377-2200  
Phone

941-377-4848  
Fax

January 31, 2015

Longboat Key Consolidated Retirement System  
Attn: Ms. Sharon Johnson  
501 Bay Isles Road  
Longboat Key, FL 34228

Invoice Number

In Reference To: Consolidated Employees' Pension  
Plan

1499

26029

## Professional Services

	Hours	Amount
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For professional services rendered <i>SJS</i>	3.50	\$1,326.50
Previous balance		\$1,516.00
Accounts receivable transactions		
2/18/2015 Payment - thank you - First State. Check No. 34049		(\$505.33)
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*Pay* 442.16 GEN'L  
442.17 POLICE  
442.17 FIRE  
1326.50

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(Please Deduct any payments not reflected in Balance due)

# MAULDIN & JENKINS

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501 Bay Isles Road  
Longboat Key, FL 34228

Invoice No. 566555  
02/15/2015  
Client No. 07010000.000

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AMOUNT ENCLOSED \$ \_\_\_\_\_

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Progress Bill \$ 15,900.00  
Prior Balance \$ 22,500.00

Total Amount Due \$ 38,400.00

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WE APPRECIATE YOUR BUSINESS!

*2000.00 FIRE  
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2000.00 POLICE  
-----  
6000.00*

**Investment Advisory Services  
Client Fee Invoice**

Morgan Stanley  
Smith Barney

**TOWN OF LONGBOAT KEY POLICE  
ATTN: TOM KELLEY  
501 BAY ISLES RD  
LONGBOAT KEY FL 34228-3142**

<b>Date</b>
February 20, 2015
<b>Billing Period</b>
2014-10-01 thru 2014-12-31

This service fee for the period indicated is due upon receipt of this notice. Please forward your check for this amount to:

**Morgan Stanley Smith Barney  
100 N. Tampa St. Ste. 3000  
Tampa, FL 33602  
Attn: Charlie Mulfinger**

<b>Account Name</b>	<b>Account Number</b>	<b>Amount Due</b>
TOWN OF LONGBOAT KEY	745-115320	\$2,000.00

**Market Value: \$6,900,593.65**

*JS*  
*OK SLS*  
*[Signature]*

Morgan Stanley Smith Barney LLC. Member SIPC. Consulting Group and Investment Advisory Services are businesses of Morgan Stanley Smith Barney LLC.

**Longboat Key Consolidated Retirement System: Police Officers' Retirement Plan**  
**WARRANT - PAYMENT OF INVOICES**

TO: Salem Trust  
FROM: Board of Trustees

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Auditor	Mauldin & Jenkins Invoice 566555 dated February 15, 2015	\$2,000.00
Investment Consultant	Morgan Stanley Invoice dated February 20, 2014	\$2,000.00
Investment Manager	Delaware Investments Invoice 20141231-186-A dated December 31, 2014	\$612.64
	GW Capital, Inc. Invoice dated December 31, 2014	\$632.98
	Renaissance Investment Management Invoice dated January 6, 2015	\$534.53

**TOTAL:** \$6,222.32

Dated this 20th Day of March, 2015.

CHAIR \_\_\_\_\_ SECRETARY \_\_\_\_\_