



**South Florida Operating Engineers  
Apprentice & Training Fund**

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**MINUTES OF THE MEETING OF THE  
BOARD OF TRUSTEES OF THE  
SOUTH FLORIDA OPERATING ENGINEERS  
APPRENTICE AND TRAINING FUND  
THURSDAY, MAY 15, 2025  
VIA VIDEOCONFERENCE  
(DRAFT)**

The following Trustees were present:

**LABOR TRUSTEES**

W. Utreras, Chairman  
J. Junecko  
C. Potter  
R. Sanders

**MANAGEMENT TRUSTEES**

J. Turk – Secretary  
S. Alfele  
D. Short, Jr

Also present were:

T. Dubose – Legacy Wealth Financial  
J. Herron - Associated Administrators, LLC  
J. Ianniello - Associated Administrators, LLC  
K. Phillips - Phillips, Richard & Rind, PA  
M. Smith - Apprenticeship Director

**I. CALL TO ORDER**

Mr. Ianniello reported that Mr. Wally Utreras was approved as the Chairman of the Board of Trustees during the Trustee meeting held on February 13, 2025. Mr. Ianniello also noted that Mr. Jim Junecko accepted the Trustee position that became available when Mr. Utreras took on the role of Chairman, and Mr. Rodney Sanders accepted the Trustee position left vacant by Mr. James Kammer. With a quorum present, Chairman Utreras called the meeting to order.

**II. MINUTES**

The Trustees reviewed the minutes of the regular meeting held on February 13, 2025, which were circulated to the Trustees in advance of the meeting.

After discussion, on Motion made and seconded, the Trustees voted unanimous approval of the following resolution:

**RESOLVED, to approve the minutes of the regular Board meeting held on February 13, 2025.**

### **III. INVESTMENT CONSULTANT'S REPORT**

The Trustees welcomed Mr. Tony Dubose from Legacy Wealth Management to the meeting.

#### **A. Performance Report**

Mr. DuBose reviewed a report titled "Portfolio Review," which is attached to and made a part of these minutes as Exhibit A. Mr. DuBose discussed information from the report with the Trustees. As of May 1, 2025, the portfolio's market value was \$1,595,087. The portfolio had an investment gain of \$8,402 for the period of February 4, 2025, through May 1, 2025.

Mr. DuBose said that the asset allocation as of May 2, 2025, was 76.95% in bonds, 11.50% in US Stocks, 5.60% in cash, 5.06% in non-classified, 0.20% in non-US stocks, and 0.68% in other. Mr. DuBose said the Fund's investments comply with its Investment Policy Statement.

The Trustees thanked Mr. Dubose for his report and excused him from the meeting.

### **IV. DIRECTOR'S REPORT**

Mr. Michael Smith presented the Director's Report dated May 15, 2025, a copy of which is attached to and made a part of these minutes as Exhibit B. He reported the following:

#### **A. Apprentices**

Thirteen new apprentices joined the Apprenticeship Program. Since the last Board meeting, four apprentices graduated, five were terminated, and one transferred to Zone 3 Tampa. One Hundred Seven apprentices are enrolled in the Apprenticeship Program.

#### **B. Upgrading the Apprenticeship Program**

Mr. Smith reported that there were fifty-two applications for the Apprenticeship Program. Due to the high demand from contractors needing apprentices, advertising is done on Indeed,

Google, and Facebook. Mr. Smith continues to visit contractors to discuss the apprenticeship training program and the apprentices.

Mr. Smith reported that through the foundation negotiations, the Training Center received a 10-cent per hour increase in contributions. The Training Center purchased the Automated Dispatch Application and Apprenticeship Management System. Mr. Smith attended a kickoff meeting on April 7, 2025, and has sent documents and information to create a personalized system. Mr. Smith anticipates utilizing the system by the fall of 2025.

Department of Commerce Grant Update: this is a grant which would allow for reimbursement of certain purchases over a five-year period of the grant. It is anticipated that the Apprenticeship Fund will be awarded the DOC grant, which totals \$500,000.00 subject to approval of the security agreement which must be completed and approved before the Apprenticeship Fund may be reimbursed for any approved equipment. The Security Agreement requires that the Apprenticeship Fund identify and provide proposals for each piece of equipment to be purchased for each grant year.

After discussion, on Motion made and seconded, the Trustees voted unanimous approval of the following resolution:

**RESOLVED, to work with Fund Counsel to submit the DOC grant's security agreement for purchasing the 2012 Terex BT26106 Boom Truck Crane for \$165,000.00 in 2025. A Bobcat S770 Skidsteer for \$102,044.03 in 2026. A Bobcat E60 mini excavator for \$111,458.54 in 2027. A Bomag EW120AD-5 compactor for \$51,142.63 in 2028. A utility dozer for \$70,000 in 2029.**

Pathways Grant Update: Mr. Smith reported that the Apprenticeship Fund had received approval for the Pathways Grant of \$239,552.00. He proposed purchasing a Bobcat T450 compact track loader for \$69,793.00 and a Bobcat E26 R series compact excavator for \$57,890.00 using the Pathway Grant funds.

After discussion, on Motion made and seconded, the Trustees voted unanimous approval of the following resolution:

**RESOLVED, to purchase the Bobcat T450 compact track loader for \$69,793.00 and the Bobcat E26 R series compact excavator for \$57,890.00 using the Funds from the Pathway Grant.**

Mr. Smith reported that CDX held a presentation at the Training Center for the mechanics' program on April 11, 2025. After attending the presentation, Mr. Smith requested the board to approve initiation of a Mechanic Program at the Training Center. Mr. Smith had a three-year and a one-year curriculum plan, along with the books for the learning management system. The three-year plan costs \$12,923.27, the one-year plan costs \$5,067.95, and the books cost \$4,328.28. Mr. Smith noted that once the mechanic program is in place, we would be eligible to apply for additional grants.

After discussion, on Motion made and seconded, the Trustees voted unanimous approval of the following resolution:

**RESOLVED, to allow Mr. Smith to start a Mechanic Program and to purchase the three-year learning management system and the books totaling \$17,251.55.**

With the approval of the Mechanic Program, Mr. Smith would have to have another set of standards through the state of Florida for the Mechanic Program. Mr. Smith requested permission to start working on the second set of standards.

After discussion, on Motion made and seconded, the Trustees voted unanimous approval of the following resolution:

**RESOLVED, to allow Mr. Smith to begin working on a set of standards for Florida for the Mechanic Program.**

Mr. Smith requested approval to hire a full-time instructor due to the addition of the Mechanic Program, administering two grants, and the high number of apprentices. The instructor would be hired at the current rate of \$40.40 per hour plus benefits provided under the CBA.

After discussion, on Motion made and seconded, the Trustees voted unanimous approval of the following resolution:

**RESOLVED, to approve Mr. Smith hiring a full-time instructor at the current rate of \$40.40 per hour plus benefits provided under the CBA.**

Mr. Smith requested approval to attend the 66<sup>th</sup> Annual Florida Apprenticeship Conference, held on July 14-18, 2025, in St. Petersburg, Florida.

On Motion made and seconded, the Trustees voted unanimous approval of the following resolution:

**RESOLVED, to approve the Apprenticeship Director to attend the 66th Annual Florida Apprenticeship Conference held on July 14-18, 2025, in St. Petersburg, FL, with expenses not exceeding \$2,800.00.**

**C. Apprenticeship Classes**

On February 15, 2025. A CPR class was held, and twenty-two apprentices attended. A signaling class was held on March 1, 2025, and fourteen apprentices attended. OSHA 10 certifications were held on March 15 & 16, 2025, in which twenty-five apprentices attended. OSHA 30 certifications were held on April 5, 6, 26, & 27, 2025, in which ten apprentices attended. A forklift class was held on May 3, 2025. Rigging class is scheduled for June 7, 2025, and the practical will be held on June 21, 2025. A CPR class will be held on June 21, 2025. OSHA 10 class will be held on July 12 & 13, 2025. A signaling class will be held on July 26, 2025. OSHA 30 classes will be held on August 2 & 3 and August 16 & 17, 2025. The NCCCO core refresher class will be held on August 2, 2025. NCCCO LAT/TLL/TSS refresher class will be held on August 3, 2025. NCCCO Tower/Overhead refresher class will be held on August 9, 2025. NCCCO Rigging/Signaling refresher will be held on August 10, 2025. NCCCO review for all apprentices will be held on August 16, 2025. NCCCO EOT written test will be held on August 23 & 24, 2025.

**D. Equipment**

Batteries, hoses, and hydraulic cylinder packing kits remain the most common repairs on equipment. The Tower crane was dismantled on April 26, 2025. The top section will be sold; the tower sections will be sent to Morrow for sandblasting and painting for the new tower top. The Manitex Boom truck was sold for \$3,000.00. The Apprenticeship School received the 2025 Broderson IC80 through the PCOG Pathways Grant. The Milwaukee hand tools have been acquired through the PCOG Pathways Grant. The Welder Multi-Process Power Wave 300C advanced educational 1-pack was received via the Pathways Grant. The Link Belt 108 Truck Crane is currently in the process of being painted.

**E. Training Center**

Mr. Smith reported that fourteen NCCCO practical exams were given during the quarter (13 passed / 1 failed). Six members used the facility to take their NCCCO OPT written exams. Broward Rescue and Firefighters held their tactical training at the Apprenticeship School. The Pile Drivers came to use the facility for their Rigging training/ qualifications on April 2 & 3, 2025. Hiab USA came and did a demonstration on their Knuckle boom at the Apprenticeship School on April 3, 2025. Eighty-two people were signed in on the on-site visitors log this quarter.

**V. ATTORNEY'S REPORT**

Ms. Phillips distributed the "Trustees Report" dated May 15, 2025, a copy attached to and made a part of these minutes as Exhibit C.

**A. Delinquency and Collections**

Ms. Phillips provided an update on delinquency and collection matters involving Laney Directional Drilling Company, Curbside Mobile Welding, and Concrete Erectors.

1. **Laney Directional Drilling Company** - Paid late fees, but still needs to pay attorney's fees.
2. **Curbside Mobile Welding** - made all outstanding payments, and no monies are due.
3. **Concrete Erectors, Inc.** - made all outstanding payments, and no money is due.

**B. Payroll Audits**

Ms. Phillips provided an update on the current Payroll Audits.

1. **Betancourt Construction** - Received records; review in progress
2. **Gold Coast Crane** - Received records; review in progress
3. **Keller North America** - Received records; review in progress
4. **Concrete Erectors** – Pending receipt of records
5. **Chuck's Backhoe** – Pending receipt of records

## **VI. ADMINISTRATIVE MANAGER'S REPORT**

### **A. Income and Expense Statement**

Mr. Ianniello reviewed the Income and Expense Statement for March 31, 2025, a copy of which is attached to and made a part of these minutes as Exhibit D. He reported that total assets on March 31, 2025, were \$7,652,225.46 compared to \$7,561,462.22 in March 2024. He also presented a Comparative Income Statement for the twelve months ending March 31, 2025. He reported that in March 2025, the Fund had total receipts of \$188,717.17 and total expenses of \$122,231.74, resulting in a \$66,485.43 surplus.

### **B. Disbursements**

Mr. Ianniello presented the expense check register for March 2025, which indicated total disbursements of \$197,624.62, and he reviewed the payroll check register for March 2025, which showed total payroll of \$24,808.92.

On motion made and seconded, the Trustees voted unanimous approval of the following resolution:

**RESOLVED, to accept the Administrative Manager's Report as presented.**

## **VII. OTHER FUND BUSINESS**

### **A. Friction Link Belt 108B Crane**

The Trustees previously approved the Friction Crane Link Belt cost and transportation at \$25,000.00. Between meetings, an additional transportation cost of \$7,350.00 was approved.

On motion made and seconded, the Trustees voted unanimous approval of the following resolution:

**RESOLVED, to ratify the additional transportation costs of \$7,350.00.**

### **B. Accident Liability Coverage**

Between meetings, the Trustees approved an increase of \$7,025.62 in accident insurance for the Apprenticeship Fund.

On motion made and seconded, the Trustees voted unanimous approval of the following resolution:

**RESOLVED, to ratify the payment of \$7,052.62 for the increase of accident insurance for the Apprenticeship Fund.**

**VIII. MEETING DATES AND LOCATION**

The next quarterly Board meeting was scheduled via videoconference for Thursday, August 14, 2025, at 9 a.m.

**IX. ADJOURNMENT**

There being no further business to come before the Board of Trustees, the meeting was adjourned.

Respectfully submitted,

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Jonathan Turk, Fund Secretary

These Minutes were adopted on: \_\_\_\_\_

Attachments:

Exhibit A: Portfolio Review – May 1, 2025  
Exhibit B: Director's Report, May 15, 2025  
Exhibit C: Trustees Report from Fund Counsel, May 15, 2025  
Exhibit D: Income and Expense Statement, March 2025