



PALM BAY POLICE AND FIREFIGHTERS' PENSION PLAN

www.pbpfpf.org

Robert J. Conlan Professional Center
1501 R. J. Conlan Blvd., NE, Suite 260 - Palm Bay, Florida 32905

37th Anniversary - Established May 2, 1974

AGENDA

BOARD OF TRUSTEES

Regular Meeting No. 11-19

Wednesday, December 7, 2011-9:00 A.M.

CALL TO ORDER:

ROLL CALL:

AGENDA REVISIONS:

CONSENT AGENDA:

There will be no separate discussion on those items listed under Consent Agenda (indicated with asterisks (*)). They will be enacted by the Board of Trustees by one motion. If discussion is desired by the Board, that item will be removed from the Consent Agenda by the Board and will be considered in the order that it appears on the agenda.

ADOPTION OF MINUTES:

- Quarterly Minutes 11-11
- Regular Minutes 11-12
- Special Minutes 11-13
- Special Minutes 11-14
- Regular Minutes 11-15
- Special Minutes 11-16 (Closed Attorney/Client Session)
- Special Minutes 11-17
- Quarterly Minutes 11-18

INFORMAL DISABILITY HEARINGS:

1. Firefighter Robert J. Youhas-9:30 a.m.
2. Firefighter Frank Gentile-10:30 a.m.
3. Police Officer Rosalie Kiesiner-11:30 a.m.

OLD BUSINESS:

1. Actuarial Services & Projects: Foster & Foster, Inc.
 - a. City of Palm Bay & the Palm Bay Professional Firefighters, IAFF, Local 2446-Ratified Contract; Draft Ordinance; Impact Statement
 - b. Annual Required Contribution-City of Palm Bay
2. Small & Mid-Cap Investments
 - a. Frontier Capital Management, Mid-Cap Growth
 - b. Eagle Asset Management, Small-Cap Growth
3. SunTrust Institutional Investment Solutions
 - a. Account & Custody Changes
 - b. SunTrust Investment Management Agreement
4. Pension Website-www.pbpfpf.org
5. Formal Hearing on Ronald C. Giordano, Jr.-Disability Application
6. Police & Firefighter Employee Furlough Days & Pay Changes
7. Board Meeting Schedule for 2012
8. Police & Fire Board of Trustees' Elected Representative Nomination & Election Process
9. Independent Audit FYE September 30, 2011
10. Pension Workshop with the Palm Bay City Council on January 26, 2012
11. Pension Office Lease

NEW BUSINESS:

- *1. Consideration of Warrants for Payment
 - a) Foster & Foster, Inc.-\$1,150.00-Professional Actuarial Services, Invoice No. 2437 (Fire Fund)
 - b) SunTrust Bank-\$69,027.18-Management Fees for Quarter Ending 09/30/2011 Inv. #6825583
 - c) SunTrust Bank-\$1,069.03-Management Fees for Quarter Ending 9/30/2011 (Euro Pacific Fund) Inv. #7926813 Police & Fire Funds Only)
 - d) Goldstein Schechter Koch-\$6,950.00-Progress Bill for Audit Work FYE 9/30/2011-Invoice #88334
2. Review of Correspondence:
 - a) Monthly Pension Fund Market Value Statement-10/31/2011
- *3. New Plan Member Application, Member Beneficiary Changes, Pre-Retirement Death Benefit Option Selection and Retirement Beneficiary Forms
4. Board Business
5. Upcoming Events-Educational Opportunities
6. New Hire-Police Officer Susan Figueroa
7. Arthur J. Gallagher Risk Management-Application for Renewal of Fiduciary, Commercial and Excess Liability Insurance
8. Changes in the Codified Pension Ordinance-Chapter 55
- *9. Application for Retirement & DROP-Police Officer Joseph G. Myers
- *10. Application for Retirement-Fire Chief Steve E. Abaira
- *11. Application for Retirement & DROP-Firefighter Robert Shunk
- *12. Termination Refund/Rollover/or Vested Termination, If Eligible-Police Officer Laura L. Wyman

INPUT FROM ACTIVE AND RETIRED PLAN MEMBERS:

INPUT FROM THE PUBLIC:

ADJOURNMENT:

If an individual decides to appeal any decision made by the Board of Trustees with respect to any matter considered at this meeting, a record of the proceedings will be required and the individual will need to ensure that a verbatim transcript of the proceedings is made, which record includes the testimony and evidence upon which the appeal is based (FS 286.0105). Such person must provide a method for recording the proceedings verbatim.

In accordance with the Americans with Disabilities Act, persons needing special accommodations for this meeting shall, at least 48 hours prior to the meeting, contact the Pension Office at (321) 724-8877 or Florida Relay System at 711.

This meeting may be conducted by means of or in conjunction with communications media technology, specifically a telephone conference call. The location, Robert J. Conlan Professional Center, 1501 R. J. Conlan Boulevard, NE, Suite 260, (corner of Palm Bay Road East & Robert J. Conlan Boulevard, 2nd Floor of the R.J. Conlan Professional Center) Palm Bay, Florida 32905, which is open to the public, shall serve as an access point.