



**PALM BAY POLICE AND FIREFIGHTERS' PENSION PLAN**

[www.pbpfpf.org](http://www.pbpfpf.org)

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

**AGENDA**

BOARD OF TRUSTEES

Quarterly Meeting No. 10-03

Wednesday, February 3, 2010 - 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:**

\*Regular Minutes 10-01

\*Special Minutes 10-02

**QUARTERLY REPORTS AT 9:30 A.M. & 10:00 A.M.:**

1. Burgess Chambers & Associates-Mr. Larry Cole, Senior Consultant
  - a. Quarterly Report
  - b. Update on Disclosure of Placement Agent Fees
2. SunTrust Institutional Investment Solutions-Mr. Blake Myton, Vice President, Investment Manager
  - a. Quarterly Report

**OLD BUSINESS:**

1. Mr. Stephen H. Cypen, Board Counsel
  - a. Proposed Policy for Disclosure of Placement Agent Fees
  - b. Mr. Gregory R. Miller, Esq., The firms of Beggs & Lane, RLLP; Levin, Papantonio, Thomas, Mitchell, Echsner & Proctor, P.A.; and Ledbetter &

- Associates, P.A.-Merrill Lynch, Pierce, Fenner & Smith, Inc. and Michael Callaway
- c. Amendments to the Pension Protection Act of 2006, the Heroes Earnings Assistance and Tax Relief Act of 2008 and Internal Revenue Service Notice 2008-98
- d. Mr. Robert J. Friedman, Esq., The firm of Holland & Knight, LLP-IRS Letter of Determination of Compliance
- 2. Actuarial Services & Projects: Foster & Foster, Inc.
  - a. Palm Bay Professional Firefighters, IAFF, Local 2446-Pension Re-Opener and Ongoing Issues:
    - 1. Share Plan Using Chapter 175 Funding-Notification of Impasse
  - b. General Employee Transfers to Police Officer & Firefighter Status Prior to 1991
  - c. Florida Premium Tax Distribution-Police Overtime Benefit Draft Ordinance
  - d. Update on Correspondence Between the Pension and City Actuaries-Impact Study to Freeze the Plan
- 3. Milberg, LLP-Draft Retainer Agreement for Portfolio Monitoring Services
- 4. Pension Website-[www.pbpf.org](http://www.pbpf.org)
- 5. Office and Laptop Computers
- 6. Update on Ronald C. Giordano, Jr.-Disability Application
- 7. Buyback Request on Firefighter Keith Grice
- 8. Buyback Request Police Officer Scott Smith-Buy Back Issue
- 9. Nomination and Election of Police Officer & Firefighter Pension Trustee Representatives
- \*10. DROP Returns for Quarter-ending December 31, 2009
- 11. Annual Review-Kristin Courcier, Pension Assistant

**NEW BUSINESS:**

- \*1. Consideration of Warrants for Payment
  - a) Goldstein Schechter Koch, CPA-\$3,500.00-Progress Bill for Audit Work FYE 9/30/09-Invoice #68750
  - b) Burgess Chambers & Associates, Inc.-\$11,250.00-Performance Monitoring & Advisory Fee for Quarter Ending 12/31/09, Invoice No. 10-12
- \*2. New Plan Member Application, Member Beneficiary Changes, Pre-Retirement Death Benefit Option Selection and Retirement Beneficiary Forms
- 3 Long Range Planning Items
- \*4. Review of Correspondence:
  - a) Monthly Bank Statement-STI, 12/31/2009
  - b) Monthly Statement-JPMorgan Strategic Property Fund, 12/31/2009
- 5. Board Business
- 6. Upcoming Events-Educational Opportunities
- \*7. Acknowledgement of Buyback Requests on Police Officer Stephen Bland and Firefighter Brad Pickard
- \*8. Application for Retirement & DROP-Police Officer Barry L. Self
- \*9. Application for Retirement & DROP-Firefighter Arthur Renfro

**INPUT FROM ACTIVE AND RETIRED PLAN MEMBERS:**

## **ADJOURNMENT:**

**If an individual decides to appeal any decision made by the Board of Trustees with respect to any matter considered at this meeting or hearing, 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 and Section 286.26, Florida Statutes, persons needing special accommodations for this meeting shall, within a reasonable time prior to the meeting, contact Kathy Adams at the Pension Office (321) 724-8877; Florida Relay Service 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, 2<sup>nd</sup> Floor of the R.J. Conlan Professional Center) Palm Bay, Florida 32905, which is open to the public, shall serve as an access point.**