



**PALM BAY POLICE AND FIREFIGHTERS' PENSION PLAN**  
**www.pbpfpf.org**  
**Robert J. Conlan Professional Center**  
**1501 R. J. Conlan Blvd., NE, Suite 240 - Palm Bay, Florida 32905**  
*43rd Anniversary ~ Fund Established May 2, 1974*

## **AGENDA**

**BOARD OF TRUSTEES**  
Special Meeting No. 18-02  
Friday, January 19, 2018-9:00 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 18-01

### **PRESENTATIONS AT 10:30 A.M.:**

1. Mr. Clement Johns, Audit Director, CPA, BDO USA LLP, and Mr. Joaquin Urquiola, Partner, CPA-Audit for Fiscal Year Ending 9/30/2017
2. Ms. Lark Janes, CPA, LLC-Audit Review, Accounting Updates, Custodial Review

### **OLD BUSINESS:**

1. Discussion of Long Range Projects Established in 2017
2. Long Range Planning for 2018

## **NEW BUSINESS:**

- \*1. Consideration of Warrants for Payment:
  - a. Salem Trust-\$14,694.95-Account Management Fee for 10/1-12/31/2017, Fee A/C#M05207
  - b. BDO USA LLP-\$1,950.00-For Audit Services Year Ended September 30, 2017-Invoice No. 000903850
  - c. Eagle Asset Investment Management-\$2,811.15-Management Fees for Billing Period 10/01/-12/31/2017, Invoice No. 0410066529669 (Police Fund Only)
  - d. Eagle Asset Investment Management-\$1,152.58-Management Fees for Billing Period 10/01-12/31/2017, Invoice No. 943765769691 (Fire Fund Only)
  - e. Burgess Chambers & Associates, Inc.-\$18,928.35-Performance Monitoring & Advisory Fee for Quarter End 12/31/2017; Invoice No. 18-27
2. Board Business
3. Raise Cash for the Receipt & Disbursement Account

## **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 240, (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.