



PALM BAY POLICE AND FIREFIGHTERS' PENSION PLAN

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Robert J. Conlan Professional Center

1501 R. J. Conlan Blvd., NE, Suite 240 - Palm Bay, Florida 32905

44th Anniversary ~ Fund Established May 2, 1974

AGENDA

BOARD OF TRUSTEES

Quarterly Meeting No. 18-13

Friday, November 2, 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 18-12

SUNTRUST QUARTERLY REPORT AT 10:00 A.M.:

1. SunTrust Institutional Investment Solutions-Mr. Blake Myton, First Vice President, Investment Manager
 - a. Quarterly Report

BURGESS CHAMBERS QUARTERLY REPORT AT 10:30 A.M.:

1. Burgess Chambers & Associates-Mr. Larry Cole, Consultant, and Ms. Karla Engard, Operations Manager
 - a. Quarterly Report
 - b. Annual Rate of Return Letter

OLD BUSINESS

1. Actuarial Services & Projects: Foster & Foster, Inc.
 - a. FOP Negotiations
 - b. Police & Fire Share Plans
 - c. Annual Required City Contributions
 - d. Reinstatement Police Officer Robert Vickers
- *2. DROP Returns for September 30, 2018
- *3. Acknowledge Buyback for Police Officer Danielle Featherston
4. Conversion of Mid-Cap Value Fund to the Virtus Collective Trust II Fund
5. Review of Public Pension Forum
6. Review of International Foundation of Employee Benefit Plans
7. Review of NCPERS Conference
8. Cyber Insurance Proposal
9. Equipment Upgrades
10. Follow-up Items from Ms. Taglia-Polak
 - a. Open Enrollment for City Health Insurance
 - b. PensionGold Upgrades
 - c. Annual DROP Disbursements
 - d. Audit Process
 - e. Upcoming Events-Educational Opportunities

NEW BUSINESS:

- *1. Consideration of Warrants for Payment:
 - a. Foster & Foster, Inc.-\$500.00-Preparation of Impact Statement for Police Officer Robert Vickers Reinstatement, Invoice No. 13327 (Police Fund Only)
 - b. Burgess Chambers & Associates, Inc.-\$19,597.48-Performance Monitoring & Advisory Fee for Quarter End 9/30/2018; Invoice No. 18-334
 - c. J.P. Morgan Asset Management-\$27,521.92-RE JPMCB Strategic Property Fund Fee for Period Ending 9/30/2018, Invoice No. 20180930-57655-A (Fire Fund Only)
 - d. J.P. Morgan Asset Management-\$27,521.92-RE JPMCB Strategic Property Fund Fee for Period Ending 9/30/2018, Invoice No. 20180930-1788-A (Police Fund Only)
 - e. SSI Investment Management-\$11,295.00-Management Fee 7/1/2018-9/30/2018; Invoice No. 002018-0232 (Police Fund Only)
 - f. SSI Investment Management-\$11,111.00-Management Fee 7/1/2018-9/30/2018; Invoice No. 002018-0233 (Fire Fund Only)
 - g. Eagle Asset Investment Management-\$2,244.06-Management Fees for Billing Period 7/1-9/30/2018, Invoice No. 041001751709 (Police Fund Only)
 - h. Eagle Asset Investment Management-\$897.64-Management Fees for Billing Period 7/1-9/30/2018, Invoice No. 943768313145 (Fire Fund Only)
 - i. Polen Capital Management-\$16,513.46-Management Fees for Quarter, 7/1-9/30/2018, (Police Fund Only)
 - j. Polen Capital Management-\$8,529.67-Management Fees for Quarter, 7/1-9/30/2018, (Fire Fund Only)

- k. Advent Capital Management-\$11,031.12-Management Fees for Quarter End 9/30/2018 (Police Fund Only)
- l. Advent Capital Management-\$10,872.82-Management Fees for Quarter End 9/30/2018 (Fire Fund Only)
- m. SunTrust Bank-\$76,256.79-Investment Management Fees for Quarter End 7/1-9/30/2018, Invoice No. 285939
- n. Salem Trust-\$15,018.35-Account Management Fee for 7/1-9/30/2018, Fee A/C# M05207
- o. Wells Capital Management-\$13,301.42-Management Fees for Quarter End 07/01/2017-09/30/2017, Invoice No. 11998196 (Police Fund Only)
- p. Wells Capital Management-\$7,632.55-Management Fees for Quarter End 07/01/2017-09/30/2017, Invoice No. 11998204 (Fire Fund Only)
- q. Westwood Trust-\$7,638.20-Investment Management Fees for Quarter End 9/30/2018, Invoice No. 5000777 (Police Fund Only)
- r. Westwood Trust-\$7,638.20-Investment Management Fees for Quarter End 9/30/2018, Invoice No. 5000778 (Fire Fund Only)
- *2. New Plan Member Applications; Member Beneficiary Changes; Pre-Retirement Death Benefit Option Selection Forms; Member Retirement Beneficiary Forms; and DROP Beneficiary Designations
- 3. Board Business
- 4. Records Management Liaison Designation for the Florida Department of State-
- 5. Arthur J. Gallagher Risk Management Services-Application for Insurance Renewals to include New Cyber Insurance
- 6. Levi, Ray, & Shoup, Inc. Web Solutions Domain Name System (DNS) Moving to the Cloud
- 7. Revision of Special Tax Notice as Recommended by the Board Attorney
- *8. Termination Refund/Rollover/or Vested Termination, If Eligible, Firefighter Andre Perez
- *9. Termination Refund/Rollover/or Vested Termination, If Eligible, Police Officer Victoria Negrón Rodriguez
- *10. Termination Refund/Rollover/or Vested Termination, If Eligible, Police Officer Hugh McGillvray
- *11. Application for Buyback, Police Officers Caroline Jodoin and Lance Fisher
- *12. Termination from Employment; Begin Regular Monthly Retirement Distribution; Authorize DROP Distribution by Withdrawal/Rollover and/or Annual Distributions as Per Guidelines and Authorize Share Plan Distribution, Police Officer Tim Landers

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, 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.