



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

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

Robert J. Conlan Professional Center

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

*39<sup>th</sup> Anniversary ~ Fund Established May 2, 1974*

**AGENDA**

BOARD OF TRUSTEES

Regular Meeting No. 13-11

Friday, October 11, 2013-9:00 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 13-09

\*Regular Minutes 13-10

**CORRECTION OF JUNE MINUTES:**

Previous Item Under New Business, \*8. Request to Close DROP Account & Authorize Withdrawal/Rollover and/or Annual Distributions as Per Guidelines-Police Retiree Ray Clark Marrs, Jr.-This item was considered under Consent Agenda as revised and approved as presented. The Correction Should Read \*8. Application for Retirement & DROP-Police Retiree Ray Clark Marrs, Jr.-This item was considered under Consent Agenda as revised and approved as presented.

**OLD BUSINESS:**

1. Actuarial Services & Projects: Foster & Foster, Inc.
  - a. Police Officers' & Firefighters' Furlough Refund

- b. State Funding for Police Officers and Firefighters
- c. Annual Required Employer Contributions
- 2. Review of Florida Public Pension Trustees' School
- 3. Review of PensionGold Teaming Conference
- 4. Annual Disability Affidavits
- 5. Computer Experts-Upgrades
- 6. Proposal from Aurora Storage Products, Inc.
- 7. Proposal from Levi, Ray & Shoup, Inc.-Adaptive Website & Portal Redesign
- 8. Audit for Fiscal Year-End September 30, 2013

**NEW BUSINESS:**

- \*1. Consideration of Warrants for Payment
  - a) James W. Brock-\$86.88-Replenish Petty Cash
  - b) Burgess Chambers & Associates, Inc.-\$13,750.00-Performance Monitoring & Advisory Fee for Third Quarter 2013; Invoice No. 13-255
  - c) International Foundation of Employee Benefit Plans-\$810.00-Annual Membership Dues for Period of 1/1-12/31/2014, INV No. 257543-K8V8J8
- 2. Review of Correspondence:
  - a) Market Value of the Fund-August 31, 2013
  - b) Fund Deductions August 1, 2013
  - c) Fund Deductions at September 1, 2013
- \*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. Annual Review of Part-time Pension Assistant Deanna Robertson
- 7. Proposal to Upgrade Emergency Exit & Lights
- \*8. Termination from Employment; Begin Regular Monthly Retirement Distribution; Authorize DROP Distribution by Withdrawal/Rollover and/or Annual Distributions as Per Guidelines-Police Officer Sandra Birmer
- \*9. Termination from Employment; Begin Regular Monthly Retirement Distribution; Authorize DROP Distribution by Withdrawal/Rollover and/or Annual Distributions as Per Guidelines-Firefighter Robert W. Shunk
- \*10. Termination Refund/Rollover/or Vested Termination, If Eligible-Officer William J. Brown
- 11. Deceased Police Retiree-Thomas Blackwell, Jr.

**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.**