



**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 240 - Palm Bay, Florida 32905

*38<sup>th</sup> Anniversary - Established May 2, 1974*

**AGENDA**

**BOARD OF TRUSTEES**

Quarterly Meeting No. 13-03

Friday, February 8, 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 12-16

\*Regular Minutes 12-17

\*Regular Minutes 13-01

\*Special Minutes 13-02

**BURGESS CHAMBERS QUARTERLY REPORT AT 10:00 A.M.:**

1. Burgess Chambers & Associates-Mr. Larry Cole, Senior Consultant
  - a. Quarterly Report
  - b. Required Annual Expected Rate of Return Letter

**SUNTRUST QUARTERLY REPORT AT 10:30 A.M.:**

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

## **OLD BUSINESS:**

1. Actuarial Services & Projects: Foster & Foster, Inc.
  - a. Senate Bill 1128 for Police & Fire Plans-Proposed Draft Ordinance
  - b. State Funding for Firefighters-Excess State Money Reserves
  - c. State Funding for Police Officers-Excess State Money Reserves
  - d. Fiscal Year-End Statement of Employer Annual Required Contributions
  - e. Police & Firefighters Furlough Pay Back
  - f. Police Annual Vacation Payout
2. Firefighter Break in Service-Keith Grice
- \*3. Summary Plan Description for Firefighter Members Hired on or After March 15, 2012
- \*4. DROP Returns for Quarter-Ending December 31, 2012
- \*5. Interfund Transfer
6. Review of Florida Public Pension Trustees' Association (FPPTA) School
7. Review of National Conference on Public Employee Retirement Systems (NCPERS) Legislative Conference

## **NEW BUSINESS:**

- \*1. Consideration of Warrants for Payment
  - a) City of Palm Bay-\$26.82-Purchase of Supplement No. 24 to the City of Palm Bay Code of Ordinance
  - b) SunTrust Bank-\$91,970.03-Investment Management Services 10/01-12/31/2012, Inv. No. 245849
  - c) Regions Bank-\$9,367.44-Account Management for 10/01-12/31/2012, Invoice No. 81379
  - d) JP Morgan Investment Management, Inc.-\$28,075.69-Quarterly Management Fee for Period Ending 12/31/2012 for Real Estate SPF, Invoice No. 20121231-1788-A
  - e) Goldstein Schechter Koch, CPA-\$5,100.00-Progress Bill for Audit Work for Period Ending 9/30/2012, Invoice #100452
  - f) SSI Management Fee-\$11,253.00-10/01-12/31/2012, Invoice No. 002013-0009
- \*2. Review of Correspondence:
  - a) Market Value of the Fund-12/31/2012
- \*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. Application for Retirement & DROP-Firefighter Jim A. Hamor

## **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, 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.