



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

Quarterly Meeting 23-09  
Friday, August 4, 2023-9:00 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:**

\*July Regular Minutes 23-08

**FRONTIER CAPITAL MANAGEMENT CO., LLC AT 9:15 A.M.:**

1. Mr. Chris Scarpa, PM-Mid Cap Growth and Greg Mulready, Head of Sales and Marketing
  - a. Mid Cap Growth Report

**STERLING CAPITAL MANAGEMENT, LLC AT 9:45 A.M.:**

1. Mr. Blake Myton, Director, Senior Client Strategist

- a. Quarterly Report

**BURGESS CHAMBERS AND ASSOCIATES, INC. AT 10:15 A.M.:**

- 1. Mr. Larry Cole, Performance Manager

- a. Quarterly Report
- b. Monthly Cash Transfer Letter
- c. Investment Policy
- d. SSI and Resolute Investment Managers Update

**OLD BUSINESS:**

- \*1. DROP Returns for June 30, 2023
- 2. Draft Ordinance for 55.11(E) and Letter of No Impact
- 3. Property Insurance Coverage
- 4. Salem/TMI Merge with Argent Financial
- 5. Audit
- 6. Interfund Transfer
- 7. Police Share Plan 10/1/2022 Statement Revision

**NEW BUSINESS:**

- \*1. Warrants for Payment
  - a. Salem Trust-\$21,418.76-Account Management Fee for 4/1-6/30/2023, Fee A/C Number M69930
  - b. DePrince, Race, and Zollo, Inc.-\$4,196.00-Management Fee for 4/1-6/30/2023, Invoice 202302073 (Fire Fund Only)
  - c. DePrince, Race, and Zollo, Inc.-\$4,332.00-Management Fee for 4/1-6/30/2023, Invoice 202302074 (Police Fund Only)
  - d. SSI Investment Management-\$13,520.00-Management Fee 4/01-6/30/2023, Invoice 002023-0186 (Police Fund Only)
  - e. SSI Investment Management-\$13,529.00-Management Fee 4/01-

6/30/2023, Invoice 002023-0187 (Fire Fund Only)

f. Sterling Capital Management LLC-\$20,033.00-Investment Management Fees for Equity for 4/01-6/30/2023 (Police Fund Only)

g. Sterling Capital Management LLC-\$15,281.00-Investment Management Fees for Equity for 4/01-6/30/2023 (Fire Fund Only)

h. Sterling Capital Management LLC-\$10,269.00-Investment Management Fees for Fixed Income for 4/01-6/30/2023 (Fire Fund Only)

i. Sterling Capital Management LLC-\$15,696.00-Investment Management Fees for Fixed Income for 4/01-6/30/2023 (Police Fund Only)

j. Advent Capital-\$14,355.78-Investment Management Fees for Quarter End 6/30/2023, (Police Fund Only)

k. Advent Capital-\$14,351.77-Investment Management Fees for Quarter End 6/30/2023, (Fire Fund Only)

l. Polen Capital Management-\$17,142.32-Management Fees for 4/1-6/30/2023 (Police Fund Only)

m. Polen Capital Management-\$7,534.69-Management Fees for 4/1-6/30/2023 (Fire Fund Only)

n. Eagle Asset Investment Management-\$1,343.00-Management Fees for Billing Period 04/01-06/30/2023, Invoice 041005026980 (Police Fund Only)

o. Eagle Asset Investment Management-\$497.94-Management Fees for Billing Period 04/01-06/30/2023, Invoice 943765074805 (Fire Fund Only) Warrants for Payment

p. Truist Commercial Checking Account-\$1,779.91-Reimbursement to the Truist Commercial Checking Account for Auto Pay for Timothy W. Lancaster's VISA

q. Truist Commercial Checking Account-\$696.00-Reimbursement to the Truist Commercial Checking Account for Auto Pay for Jason Dorey's VISA

r. Truist Commercial Checking Account-\$660.00-Reimbursement to the Truist Commercial Checking Account for Auto Pay for James Brock's VISA

s. Truist Commercial Checking Account-\$775.00-Reimbursement to the Truist Commercial Checking Account for Auto Pay for Anthony Sacco's VISA

t. Truist Commercial Checking Account-\$660.00-Reimbursement to the Truist Commercial Checking Account for Auto Pay for Ben Kiszkiel's VISA

u. Truist Commercial Checking Account-\$660.00-Reimbursement to the Truist Commercial Checking Account for Auto Pay for Mary K. Taglia-Polak's VISA

v. Truist Commercial Checking Account-\$775.00-Reimbursement to the Truist Commercial Checking Account for Auto Pay for Patricia Lindsay's VISA.

w. Truist Commercial Checking Account-\$775.00-Reimbursement to the Truist Commercial Checking Account for Auto Pay for Alice Tabares' VISA

x. Foster and Foster, Inc.-\$5,150.00-Benefit Calculations Joseph Moreno, Caroline Jodoin, Preparation of the 2022 Chapter 112.664 Compliance Disclosure and Preparation of the Revised Share Plan balances of Sept. 30, 2022 with

Statements, Invoice 27794 (Police Fund Only)

y. Foster and Foster, Inc.-\$4,450.00-Benefit Calculation Granville Krauss and Preparation of the 2022 Chapter 112.664 Compliance Disclosure, Invoice 27795 (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. Office Business

- a. Equipment Upgrades and Purchases
- b. Ken Williams AC
- c. Employee VISA Invoice Review for July
- d. Visa Rewards
- e. Upcoming Events-Educational Opportunities
- f. Affidavits
- g. Annual Required Contribution
- h. Police and Fire Pensionable Codes

4. Application for Disability Police Officer Christopher Jones

5. Proposed Meeting Schedule

6. Letter of Engagement, Lark Janes, CPA LLC for Professional Accounting Services

7. Letter of Engagement, Mauldin and Jenkins, CPA for Profession Auditing Services

\*8. Termination from Employment; Begin Regular Monthly Retirement Distribution and Authorize Share Plan Distribution, Police Officer Christian Van Zandt

\*9. Termination Refund/Rollover or Vested Termination, if Eligible, or Application for Early Retirement/Vested, Firefighter Logan Delvecchio

**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.**