



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

BOARD OF TRUSTEES  
Quarterly Meeting 22-09  
Friday, August 5, 2022-9:00 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 22-08

**APPLICATION FOR THE 5<sup>TH</sup> TRUSTEE POSITION:**

1. Timothy W. Lancaster

**TRUIST FINANCIAL CORPORATION AND STERLING CAPITAL MANAGEMENT, LLC AT 9:30 A.M.:**

1. Mr. Blake Myton, First Vice President, Senior Client Strategist; Sterling Capital Management, LLC
  - a. Quarterly Report

- b. Recapture Letters for Sterling Capital

**BURGESS CHAMBERS AND ASSOCIATES, INC. AT 9:45 A.M.:**

- 1. Mr. Larry Cole, Performance Manager, and Karla Engard, Operations Manager
  - a. Quarterly Report
  - b. Mid-cap Value Manager Search
  - c. VIRTUS Small Cap Fund Proxy Vote

**REQUEST FOR CITY REINSTATEMENT BY POLICE OFFICER CHRISTOPHER IMEL AT 10:00 A.M.:**

- 1. Mr. Robert Klausner, Klausner, Kaufman, Jensen and Levinson, and Police Officer Christopher Imel
  - a. Request for Reinstatement

**OLD BUSINESS:**

- \*1. DROP Returns for June 30, 2022
- 2. Consideration of Special Meeting for Pension Assistant Job Interviews
- 3. State Funding for Police Officers
- 4. State Funding for Firefighters
- 5. Compliance Section 112.644 for Police, Fire, and General

**NEW BUSINESS:**

- \*1. Warrants for Payment
  - a. Salem Trust-\$20,364.66-Account Management Fee for 04/01-06/30/2022, Fee A/C Number M69930
  - b. SSI Investment Management-\$14,908.00-Management Fee 04/01-06/30/2022, Invoice 002022-0174 (Police Fund Only)
  - c. SSI Investment Management-\$14,474.00-Management Fee 04/01-06/30/2022, Invoice 002022-0175 (Fire Fund Only)
  - d. Eagle Asset Investment Management-\$1,192.07-Management Fees for Billing Period 04/01-06/30/2022, Invoice 041004814230 (Police Fund Only)
  - e. Eagle Asset Investment Management-\$441.26-Management Fees for Billing Period 04/01-06/30/2022, Invoice 943764882993 (Fire Fund Only)

- f. Polen Capital Management-\$16,677.49-Management Fees for Quarter, 04/01-6/30/2022 (Police Fund Only)
- g. Polen Capital Management-\$7,393.05-Management Fees for Quarter, 04/01-6/30/2022 (Fire Fund Only)
- h. Advent Capital-\$15,012.31-Investment Management Fees for Quarter End 06/30/2022, (Police Fund Only)
- i. Advent Capital-\$14,569.92-Investment Management Fees for Quarter End 06/30/2022, (Fire Fund Only)
- j. JP Morgan-\$29,318.42-Investment Management Fees for Quarter End 06/30/2022, Invoice 20220630-1788-A (Police Fund Only)
- k. JP Morgan-\$29,318.42-Investment Management Fees for Quarter End 06/30/2022, 20220630-57655-A (Fire Fund Only)
- l. Burgess Chambers and Associates-\$21,040.56-Performance Monitoring and Advisory Fee for 06/30/2022, Invoice 22-378
- m. Truist Financial-\$66,583.80-Investment Management Fees for Quarter End 04/01-06/30/2022, Invoice 214021
- n. Truist Commercial Checking Account-\$476.61-Reimbursement to the Truist Commercial Checking Account No. 1000196187347 for Auto Pay for Jason Dorey's VISA Card
- o. Truist Commercial Checking Account-\$567.00-Reimbursement to the Truist Commercial Checking Account No. 1000196187347 for Auto Pay for Anthony Sacco's VISA Card
- p. Truist Commercial Checking Account-\$543.43-Reimbursement to the Truist Commercial Checking Account No. 1000196187347 for Auto Pay for Mary K. Taglia-Polak's VISA Card
- q. Truist Commercial Checking Account-\$723.37-Reimbursement to the Truist Commercial Checking Account No. 1000196187347 for Auto Pay for Patricia Lindsay's VISA Card

\*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. Office Business

- a. Equipment Upgrades and Purchases, Sprint T-Mobile Phone
- b. Summary Plan Descriptions and Annual Employee Benefit Statements
- c. Annual Affidavits to Members
- d. Light Fixture and Caulking

- e. Review of Pre-Audit Meeting
  - f. Cost-of-Living Allowances and Pro-rated Amounts
  - g. Employee VISA Invoice Review for July
  - h. Review and Approve 2022-2023 Educational Events
  - i. Upcoming Events-Educational Opportunities
5. Consideration of Changing the October Board Meeting-September 30<sup>th</sup> or October 14<sup>th</sup>
  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. Annual Review Samantha L. Bertolini, Records Management Liaison Officer
  9. Proposed Board Meeting Schedule 2022-2023
  10. Application for Disability, Police Officer Joseph V. Moreno
  11. Entry into DROP, Police Officer Mariano Augello

**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.**