

**KEY BISCAYNE POLICE OFFICERS & FIREFIGHTERS  
RETIREMENT PLAN**

Thursday, July 23rd, 2015 – **5:30 P.M.**

560 Crandon Blvd

(Village Council Chambers)

Key Biscayne, Florida 33149

**AGENDA**

- 1. Call to Order/Roll Call** Servando M. Parapar, Secretary  
Deputy Fire Chief Michael Haring, Chairman  
Deputy Police Chief Jose L. Monteagudo  
Martha F. Broucek  
Ramon Rodriguez

**2. Additions/Deletions to Agenda**

**3. Approval of Minutes of June 11, 2015**

**4. Approval of Invoices**

|   |           |
|---|-----------|
| Burgess Chambers & Associates, Inc., Inv #15-161, 5/6/15  | \$        |
| Burgess Chambers & Associates, Inc., Inv #15-181, 6/11/15 | \$        |
| Burgess Chambers & Associates, Inc., Inv #15-182, 6/11/15 | \$        |
| <u>TOTAL</u>  | <u>\$</u> |

Joan L. Wall, Administrator, 6/8 – 7/16/15, 55 3/4 hrs, plus expense \$

- 5. UNFINISHED BUSINESS** – As discussed at the last meeting additional review by payroll department of previous spreadsheet indicating possible errors in twenty-nine of the thirty-six firefighters pension contributions resulted in errors in only nine firefighters pension contributions. One of the nine had previously retired and would require a benefit recalculation. The other eight would require revised Employee Benefit Statements.

**NEW BUSINESS**

**6. a) Schools & Conferences**

- **FPPTA** – Fall Trustees' School, October 4 – 7, 2015, Waldorf Astoria, Naples, FL
- **Division of Retirement** – November 17 – 19, 2015, Radisson Resort, Orlando Celebration, 2900 Parkway Blvd., Kissimmee, FL (*if anyone plans to attend we might consider changing our meeting date*)

- 6. b) Overpayment by SunTrust to ICMA** – Six monthly benefits paid from 2/2/15 through 7/2/15 were made totaling \$36,535.92. A refund has been requested from the member's ICMA account.

**7. Trustees' Concerns**

**8. REPORTS**

- **Attorney –**
- **Administrator –**
- **Other -**

**9. Input from Active Members/Retired Members/Public Comments –** Retiree Neil Rubin, from Police Department, passed away on 7/16/15.

**10. Next Meeting Date – Thursday, September 24th , 2015/Adjournment**

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In accordance with the Americans Disabilities Act of 1990, persons needing special accommodation to participate in this proceeding should contact the Office of the Village Clerk, 85 W. McIntyre Street, Key Biscayne, Fl 33149, telephone number (305) 365-5506, no later than two business days prior to such proceedings.

If a person decides to appeal any decision made by the Board of Trustees of the Police Officers and Firefighters Retirement Plan with respect to any matter considered at this meeting or hearing, that person will need a record of the proceedings, and for such purpose, may need to insure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. (F.S. 286.0105)

This meeting may be conducted by means of or in conjunction with communications media technology, specifically a telephone conference call. The above location, which is ordinarily open to the public, shall serve as an access point. Persons wishing to attend should appear at the access point, where telephone access to the meeting will be provided.