

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

Thursday, September 24th, 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 (reappointed)  
William Stephens (new trustee)
  
- 2. Introduction of New Trustee – William Stephens**
  
- 3. Appointment of Fifth Trustee**
  
- 4. Additions/Deletions to Agenda**
  
- 5. Approval of Minutes of July 23, 2015**
  
- 6. Approval of Invoices**

Burgess Chambers & Associates, Inc., Inv #15-258, 8/4/15	\$
SunTrust, Inv #264930, dated 7/27/15	\$
SunTrust, Inv #265068, dated 7/28/15	\$
<u>TOTAL</u>	<u>\$</u>
Joan L. Wall, Administrator, 7/17 – 9/14/15, 30 1/4 hrs, plus expense	\$
  
- 7. Approve Retirement Benefits**

P/O Idalberto Torres, H/D 2/22/1993, T/D 5/22/2015, Monthly benefit commencing 8/1/2015	\$7,030.01
<b>REVISED BENEFIT</b> F/F Kevin Mills, H/D 8/16/1993/DROP 7/1/2014, Left DROP 1/2/15, (Revised Benefit due to error in reporting FYE 9/30/13 Pay) Original Benefit \$6,099.32 per month, Revised Benefit commencing 7/1/2014	\$6,377.72
  
- 8. UNFINISHED BUSINESS – Request from Village Payroll Department for advice on how to proceed to obtain overtime pension contributions for period 6/13/14 through 9/4/15 from:**

• John Bavaro	\$2,390.82
• Gary Carter	\$3,751.09

## NEW BUSINESS

9. a) **Blake Myton from SunTrust** – Market Report
9. b) **Burgess Chambers & Associates** – 6/30/2015 Performance Report
9. c) **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)* **Servando Parapar would like to attend. Have obtained permission from Village to use Council Chambers on Wednesday, November 11<sup>th</sup>, 2015 if change is made.**
9. d) **Review/Approve** – Budget for FYE 9/30/2016
9. e) **Application for DROP** – Officer Victoria Hernandez, question relating to workers compensation coverage for any future bills related to the Heart/Lung Bill
9. f) **Review/Approve** – Summary Plan Description prepared July, 2015 by Gabriel Roeder Smith & Company
10. **Trustees’ Concerns**
11. **REPORTS**
- **Attorney** – Review – Division of Retirement Information Release dated 7/24/15 regarding 2015 Legislation
  - **Administrator** – 2014 Annual Report Approved 8/3/2015
  - **Other** -
    - Westwood August 31, 2015 letter regarding changes to their accounting software
    - Gabriel Roeder Smith & Company completed Chapter 112.664 Compliance Report on 7/29/15, forwarded to Village for posting on 7/30/15 *(please advise if you would like copy)*
12. **Input from Active Members/Retired Members/Public Comments**
11. **Next Meeting Date** – \_\_\_\_\_/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.