

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

Wednesday, November 11th, 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
William Stephens
- 2. Appointment of Fifth Trustee** (continued from 9/24/15)
- 3. Additions/Deletions to Agenda**
- 4. Approval of Minutes of September 24, 2015**
- 5. Approval of Invoices**

SunTrust, Inv #266457, dated 10/22/15 (7/1 – 9/30/15)	\$
SunTrust, Inv #266458, dated 10/22/15 (7/1 – 9/30/15)	\$ _____
<u>TOTAL</u>	\$
 Gabriel Roeder Smith & Co., Inv #416418, dated 9/11/15	 \$
 Holland & Knight, Inv #3254697, dated 10/24/15 (for 10/6/15)	 \$
 FPPTA, Dues for 2016	 \$
 Joan L. Wall, Administrator, 9/17 – 11/4/15, 31 ¾ hrs, plus expense	 \$
- 6. UNFINISHED BUSINESS** – Review and Approval of Summary Plan Description prepared July, 2015 by Gabriel Roeder Smith & Company. (continued from 9/24/15)

NEW BUSINESS

- 7. a) Blake Myton from SunTrust** – Market Report
- 7. b) Burgess Chambers & Associates** – 9/30/2015 Performance Report
- 7. c) Schools & Conferences**
 - **FPPTA** – Winter Trustees’ School, January 31st – February 3rd, 2016 at the Hilton, Lake Buena Vista in Orlando, Fl
 - **Division of Retirement** – November 17 – 19, 2015, Radisson Resort, Orlando Celebration, 2900 Parkway Blvd., Kissimmee, Fl

7. d) 2016 Meeting Dates

- Thursday, January 28th, 2016
- Thursday, March 24th, 2016
- Thursday, May 26th, 2016
- Thursday, July 28th, 2016
- Thursday, September 22nd, 2016
- Wednesday, November 16th, 2016 (pending Village Clerk's approval)

8. Trustees' Concerns

9. REPORTS

- **Attorney** –
- **Administrator** –
 - State Contributions - \$279,287.20 Fire, \$131,054.85 Police and \$45,910.94 Fire Supplemental
- **Other** -
 - SunTrust communication regarding their Errors and Omission Insurance Coverage
 - Westwood October 15, 2015 letter regarding changes to their accounting software

10. Input from Active Members/Retired Members/Public Comments

11. Next Meeting Date –Thursday, January 28th, 2016/Adjournment

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.