

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

Thursday, September 26th, 2013 – **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
Captain Michael Haring, Chairman
Deputy Chief of Police Jose L. Monteagudo
Martha F. Broucek
Ramon Rodriguez

2. Additions/Deletions to Agenda

3. Approval of Minutes – May 23rd, 2013

4. Approval of Invoices

SunTrust Bank, Inv #250128 Dated 7/24/13	\$	
SunTrust Bank, Inv #250130 Dated 7/24/13	\$	
TOTAL		\$
Burgess Chambers & Associates, Inc., Inv #13-174 Dated 7/5/13		\$
Holland & Knight, Invoice #2948869 Dated 8/23/13		\$
Joan L. Wall, Administrator, 5/17 – 7/19/13; 38 ¾ hrs, plus expenses	\$	
Joan L. Wall, Administrator, 7/23 – 9/13/13; 11 ½ hrs, plus expenses	\$	
TOTAL		\$

5. Approve DROP Retirements/Commencement of Benefits

P/O Jose Gondar, DROP as of 4/1/2013, Monthly Benefit of \$3,189.55 less \$10 Board Fee

Police Chief Charles R. Press, DROP as of 4/1/2013, Monthly Benefit of \$3,406.10 less \$10 Board Fee

Nelson Correa, left DROP 9/6/2013, Start Receipt of Monthly Benefit of \$954.39 effective 10/1/13

6. UNFINISHED BUSINESS

NEW BUSINESS

7. a) SunTrust –

- Investment Market Report
- Ratify Asset Allocation Changes per 5/29/13 email

7. b) Burgess Chambers & Associates – Performance Report for 6/30/13 quarter

- 7. c) Request from Frontier Capital Management** – Authorize Chairman to sign letter acknowledging agreement.
- 7. d) Request Carolyn Greaves from Human Resources to provide ICMA with personal information for new hires going into SHARE Plan.** (She currently sends me all necessary information for new hires)
- 7. e) Schools & Conferences**
- FPPTA, Trustees School, 9/29 – 10/2/2013, PGA National Resort & Spa, Palm Beach Gardens
 - Division of Retirement will be hosting a conference in Orlando, approximately 10/22 – 24/2013.
 - Nuts & Bolts of Shareholder Litigation – 1 day seminar 10/18/13 at Westin Diplomat Hotel, Hollywood (free of charge)
- 8. Trustees' Concerns** – Terms of Office
- Michael Haring and Jose Monteagudo expires 9/30/2013
 - Servando Parapar (Fifth Trustee) expires 9/30/2013
 - Martha Broucek was reappointed by Council 8/27/13 for 2 years
- 9. REPORTS**
- **Attorney** – 8/12/2013 Memorandum regarding SB 50 – Public Comment at Pension Board Meetings
 - **Other** -
 - **Administrator** -
 - Annual Report approved 7/23/13
 - State Funds; Fire \$246,072.95, Police \$120,163.65
- 10. Input from Active Members/Retired Members/Public**
- 11. Next Meeting Date** – Thursday, November 20th, 2013/**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.