

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

Thursday, March 26th, 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
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 of January 29th, 2015

4. Approval of Invoices

SunTrust, Invoice #261551, Dated 1/28/15	\$
SunTrust, Invoice #261633, Dated 1/30/15	\$
<u>TOTAL</u>	\$

Holland & Knight, Inv #3156306, Dated 2/26/15	\$
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Burgess Chambers & Associates, Inc. Inv #15-47 Qtr 12/31/14 (DROP)	\$
Burgess Chambers & Associates, Inc. Inv #15-48 Qtr 12/31/14 (SHARE)	\$
Burgess Chambers & Associates, Inc. Inv #15-68 Qtr 3/31/15	\$
<u>TOTAL</u>	\$

Trustee & Fiduciary Insurance Services, Inc. (3 year bond)	\$
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Professional Indemnity Agency, Inc. (Annual Fiduciary Liability Policy)	\$
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Gabriel Roeder Smith & Co., Invoice #412560, Dated 3/13/15	\$
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Joan L. Wall, Administrator, 1/23 – 3/18/15, 51 hrs, plus expense	\$
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UNFINISHED BUSINESS

- 5. a) Ordinance No. 2014 -7 – Pending response to 1/12/15 email to Village Manager – Ordinance amending #2014 – 7 passed on 1st reading 3/10/15, sent to Division of Retirement on 3/18/15 with Impact Statement, 2nd reading scheduled for April 14, 2015**

NEW BUSINESS

6. a) Burgess Chambers & Associates – 3/31/15 Performance Report

6. b) Schools & Conferences

- **FPPTA**
 - 15th Annual Wall Street Program, April 15 – 18, 2015, Marriott East Side, New York, NY
 - 11th Annual Fishing Tournament, May 1 – 3, 2015, Tarpon Lodge, Pine Island
 - 31st Annual Conference, June 28th – July 1, 2015, Boca Raton Resort & Club, Boca Raton
- **Division of Retirement** – 36th Annual Police Officers' & Firefighters' Pension Trustees' School, June 2 – 4, 2015, Tallahassee, Fl

6. c) Westwood Trust

- Authorize Chairman to sign Agreements
- Funding

6. d) Review – Gabriel Roeder Smith & Company, Updated GASB 67 Disclosure Information

6. e) Review – ICMA March, 2015 Notice regarding IRS new guidance, correcting previous guidance from 2013, for DROP and SHARE Plans

7. Trustees' Concerns

8. REPORTS

- **Attorney** –
- **Administrator** –
 - Annual Affidavits all received.
 - May 28th, 2015 meeting date changed to June 11th, 2015
- **Other** -

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

10. Next Meeting Date – Thursday, June 11th, 2015/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.