

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

Thursday, May 26<sup>th</sup>, 2016– **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 (will be absent)  
Deputy Fire Chief Michael Haring, Chairman  
Deputy Police Chief Jose L. Monteagudo  
Martha F. Broucek  
William Stephens

**2. Additions/Deletions to Agenda**

**3. Approval of Minutes of March 24<sup>th</sup>, 2016**

**4. Approval of Invoices, etc.**

Holland & Knight, Invoice #3320862, dated 3/29/16 \$  
Holland & Knight, Invoice #3332711, dated 4/25/16 \$ \_\_\_\_\_  
TOTAL \$ \_\_\_\_\_

SunTrust Bank, Invoice #270153, dated 4/29/16 \$  
SunTrust Bank, Invoice #270154, dated 4/29/16 \$ \_\_\_\_\_  
TOTAL \$ \_\_\_\_\_

Gabriel, Roeder, Smith & Company, Invoice #421094, dated 4/6/16 \$ \_\_\_\_\_

Burgess Chambers & Associates, Inv #16-104, dated 4/4/16 \$  
Burgess Chambers & Associates, Inv #16-140, dated 5/3/16 \$  
Burgess Chambers & Associates, Inv #16-149, dated 5/3/16 \$ \_\_\_\_\_  
TOTAL \$ \_\_\_\_\_

Joan L. Wall, Administrator, 3/17 – 5/18/16, 54 ¾ hrs, plus expenses \$ \_\_\_\_\_

ICMA RC 457 Plan Account #303681 Rollover FBO F/F Justin Rumbaugh,  
Refund of Pension Contributions (if available)  
H/D 2/24/14, T/D 4/22/16 \$ \_\_\_\_\_

**UNFINISHED BUSINESS**

- 5. a)** NewTower and MEPT response from Robert J. Gronda on 3/30/2016 (*Please see page 2 – Jurisdiction*)
- 5. b)** ICMA requested new adoption agreement for DROP & SHARE (required by IRS every seven years) continued from 3/24/16 – (*Please see 4/27/16 email from Michael Veasey of ICMA*)

## NEW BUSINESS

6. a) **Blake Myton from SunTrust** – Market Report
6. b) **Burgess Chambers & Associates** -
  - 3/31/2016 Performance Report
  - Consideration of Cornerstone Patriot Fund or American Realty Advisors
6. c) **Gabriel Roeder Smith** – Presentation of October 1, 2015 Actuarial Valuation
6. d) **Adopt Rate of Investment Return** – for current year, next year and going forward
6. e) **Annual Review of Monthly Fee to be charged to each DROP participant**  
*(currently have 10 participants paying \$10 per month)*
6. f) **ICMA/RC** – May, 2016, Proprietary ICMA-RC Fund Restructuring – Vantage Point Funds Closing
6. g) **Schools & Conferences**
  - **FPPTA**, 32<sup>nd</sup> Annual Conference, June 26 – 29, 2016, Hilton Lake Buena Vista, Orlando, FL
7. **Trustees' Concerns**
8. **REPORTS**
  - **Attorney** –
  - **Administrator** – Financial Disclosure Forms due July 1, 2016
  - **Other** - Gabriel Roeder Smith announces new relationship with Groom Law Firm to provide reporting that Paul Zorn, who is retiring, provided in the past
9. **Input from Active Members/Retired Members/Public Comments**
10. **Next Meeting Date –Thursday, July 28th, 2016/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.