

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

Wednesday, November 14th, 2012 – **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. **Introduction of New Trustee – Ramon Rodriguez**

3. **Authorize signatures to letter of instruction to SunTrust**

4. **Additions/Deletions to Agenda**

5. **Ratify** – Chairman Haring’s October 3th, 2012 instructions to SunTrust to sell \$250,000 of account #7923441 (SPDR Dow Jones REIT ETF)

6. **Approval of Minutes** – September 27th, 2012

7. **Approval of Invoices:**

SunTrust, Inv #243743 dated 10/26/12	\$	
SunTrust, Inv #243744 dated 10/26/12	\$ _____	
<u>TOTAL</u>		\$
Burgess Chambers & Associates, Inc.,		
Inv #12-266 11/10/12 DROP 2 nd Qtr Corrected	\$	
Inv #12-217 8/14/12, 3 rd Quarter Monitoring	\$	
Inv #12-284 11/8/12, 3 rd Quarter DROP	\$	
Inv #12-285 11/8/12, 3 rd Quarter SHARE	\$ _____	
<u>TOTAL</u>		\$
Holland & Knight, Inv #2828383 9/27/12		\$
Julio C. Pita, Jr., M.D., prepayment for medical records		\$
FPPTA, Dues for 2013		\$
Joan L. Wall, Administrator, 9/24 – 12/8/12; 33 ½ hrs, plus expenses		\$

8. **UNFINISHED BUSINESS**

NEW BUSINESS

- 9. a)** J. Stephen Palmquist & Peter N. Strong from **Gabriel Roeder Smith**
- 10/15/12 – Steve’s Retirement Letter effective December 31st, 2012
 - 10/10/12 Letter from Division of Retirement advising that the 10/1/2009, 10/1/2010 and 10/1/2011 Actuarial Valuations have been state accepted
 - Review of Supplemental Report reflecting impact of updating the mortality table and lowering investment earnings assumption to either 7.75% or 7.5%.
- 9. b)** Request from Fire Union to address Board regarding current pension change proposals (Chairman Haring)
- 9. c)** **Blake Myton from SunTrust** – Investment/Market Report
- 9. d)** **Burgess Chambers from BCA** – Performance Report - Qtr Ending 9/30/12
- 9. e)** **Discussion - hiring medical doctor for two pending disabilities.**
- 9. f)** **Schools & Conferences** - FPPTA, Trustees School, January 27th – 30th, 2013 at Sawgrass Marriott in Ponte Vedra, FL
- 9. g)** **Proposed Meeting Dates for 2013** (subject to approval by Council)
- Thursday, January 24th, 2013
 - Thursday, March 28th, 2013
 - Thursday, May 23rd, 2013
 - Thursday, July 25th, 2013
 - Thursday, September 26th, 2013
 - Wednesday, November 20th, 2013
- 10. Trustees’ Concerns –**
- 11. REPORTS**
- **Attorney –**
 - **Administrator**
 - **Other** - September & October, 2012 Securities Monitoring Reports
- 12. Input from Active/Retired Members**
- 13. Next Meeting Date – Thursday, January 24th, 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.