

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

Thursday, April 4th, 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 – January 24th, 2013**
4. **Ratification of Prepaid Invoice**

Professional Indemnity Agency, Inc. (paid \$4,283.98 last year)	\$ 4,492.66
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5. **Approval of Invoices**

Gabriel Roeder Smith & Co., Inv #121076 dated 3/13/13	\$
SunTrust Bank, Inv #246107 dated 1/28/13	\$
SunTrust Bank, Inv #246108 dated 1/28/13	\$
<u>TOTAL</u>	\$
Burgess Chambers & Associates, Inc., Inv #12-300 dated 11/8/12	\$
Burgess Chambers & Associates, Inc., Inv #13-45 dated 2/25/13	\$
Burgess Chambers & Associates, Inc., Inv #13-46 dated 2/25/13	\$
<u>TOTAL</u>	\$
Cornel J. Lupu, MD, Inv dated 3/12/13 (Lazaro Castellon)	\$
Cornel J. Lupu, MD, Inv dated 3/20/13 (Nelia Real)	\$
<u>TOTAL</u>	\$
SHARE Plan Distribution (\$78,663 less fees of \$6,198.60)	\$
Joan L. Wall, Administrator, 1/18 – 3/22/13; 85 $\frac{3}{4}$ hrs, plus expenses	\$
6. **Review/Consideration of Disability Applications**
 - F/F Lazaro Castellon
 - P/O Nelia M. Real
7. **UNFINISHED BUSINESS** - Review of Supplemental Report reflecting impact of updating the mortality table and lowering investment earnings assumption to either 7.75% or 7.5%. *(tabled from 11/14/12 and 1/24/13)*

NEW BUSINESS

- 8. a) Blake Myton from Sun Trust – Investment Market Report**
- 8. b) Burgess Chambers from BCA**
 - Performance Report for Quarter Ended 12/31/12
 - ICMA Program Analysis dated 9/30/12 (to be reviewed in depth)
 - ICMA January, 2013 letter regarding liquidation & termination of VT Vantagepoint Model Portfolio Savings Oriented Fund
- 8. c) Pete Strong from Gabriel Roeder Smith – Presentation of October 1, 2012 Actuarial Valuation Report**
- 8. d) Review/Approve – Disability Claims Procedures (*continued from 1/24/13*)**
- 8. e) Schools & Conferences**
 - Division of Retirement, 5/20 – 22/13, Tallahassee, Fl
 - FPPTA, 9th Annual Fishing Tournament, 4/19 – 21/13, Tarpon Lodge, Pine Island
 - FPPTA, 29th Annual Conference, 6/23 – 26/13, Omni at ChampionsGate, Orlando
- 9. Trustees' Concerns –**
- 10. REPORTS**
 - **Attorney –**
 - **Administrator**
 - Annual Affidavits – all in with exception of one retiree
 - Merrill Lynch Litigation - \$20,719.17 received, file closed
 - **Other –** January, 2013 Securities Monitoring Report
- 11. Input from Active/Retired Members**
- 12. Next Meeting Date – Thursday, May 23rd , 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.