

POLAGE

NOTICE

There will be a Regular Meeting of the MUNICIPAL POLICE OFFICERS' RETIREMENT TRUST FUND BOARD OF TRUSTEES on December 13, 2016, at 2:00 p.m., in Room #188 of Port St. Lucie City Hall, located at 121 SW Port St. Lucie Boulevard, Port St. Lucie, Florida.

AGENDA

1. CALL TO ORDER
2. ROLL CALL
3. PUBLIC COMMENTS
4. ANNOUNCE THE NAME OF NEW POLICE OFFICERS HIRED SINCE THE MEETING OF THE BOARD OF TRUSTEES ON SEPTEMBER 20, 2016-JEAN VALENTIN-BELLO AND MATTHEW REYNOLDS
5. ANNOUNCE THE NAME OF POLICE OFFICERS WHO HAVE RESIGNED AND/OR TERMINATED SINCE THE MEETING OF THE BOARD OF TRUSTEES ON SEPTEMBER 20, 2016-CARLTON TOPPIN (CONCLUDED 5 YEARS IN THE DROP)
6. ANNOUNCE THE NAME OF POLICE OFFICERS WHO HAVE RESIGNED, AND ARE ELIGIBLE TO RECEIVE A DEFERRED RETIREMENT BENEFIT, SINCE THE MEETING OF THE BOARD OF TRUSTEES ON SEPTEMBER 20, 2016-NONE
7. ANNOUNCE THE NAME OF POLICE OFFICERS WHO HAVE REQUESTED A LEAVE OF ABSENCE (MAXIMUM OF 180 DAYS) SINCE THE MEETING OF THE BOARD OF TRUSTEES ON SEPTEMBER 20, 2016-NONE
8. ANNOUNCE THE NAME OF POLICE OFFICERS WHO ARE CURRENTLY SERVING IN ACTIVE MILITARY SERVICE AND ARE NOT HAVING THEIR EMPLOYEE 9% CONTRIBUTION DEDUCTED FROM THEIR SALARY (CITY CONTINUES TO CONTRIBUTE ITS CONTRIBUTION)-NONE
9. ANNOUNCE THE NAME OF POLICE OFFICERS WHO ARE PRESENTLY VESTED AND INACTIVE, AWAITING DISTRIBUTION OF THEIR RETIREMENT BENEFIT UPON REACHING ELIGIBILITY-RUSSELL CULLUM, THOMAS EISERT (BENEFICIARY), JOSEPH GOLINO, LUIS PAGAN, HAMLET POLANCO, ROBERTO SANTOS, AND FRED ZIMMERMAN
10. ANNOUNCE THE NAME OF POLICE OFFICERS WHO HAVE BEEN IN THE DROP PLAN BUT HAVE RESIGNED PRIOR TO THE END OF THEIR DROP AGREEMENT AND WILL RECEIVE A LUMP SUM DROP PAYMENT AND BEGIN TO COLLECT THEIR MONTHLY BENEFIT-JOHN FOX
11. ANNOUNCE THE NAME OF RETIRED POLICE OFFICER WHO HAVE DIED SINCE THE LAST MEETING OF THE BOARD OF TRUSTEES ON SEPTEMBER 20, 2016-NONE
12. REVIEW AND APPROVAL OF SALEM TRUST STATEMENTS FOR SEPTEMBER, OCTOBER, AND NOVEMBER, 2016-HOLD FOR AUDIT

13. OLD BUSINESS

- A. UPDATE ON STATUS OF ADMINISTRATIVE SERVICES AGREEMENT BETWEEN THE BOARD OF TRUSTEES AND CITY

14. NEW BUSINESS

- A. PRESENTATION OF QUARTERLY REPORT BY PLAN ACCOUNTANTS
- B. APPROVAL FOR THE PLAN ACCOUNTANTS TO DISTRIBUTE THE DRAFT AUDITED FINANCIAL STATEMENTS TO THE CITY IN ADVANCE OF THE UPCOMING SPECIAL BOARD OF TRUSTEES MEETING ON FEBRUARY 13, 2017
- C. PRESENTATION OF ACTUARIAL VALUATION BY PLAN ACTUARY
- D. DISCUSSION AND APPROVAL OF THE FINAL ACTUAL EXPENSES FOR THE 2015-2016 BOARD OF TRUSTEES ADMINISTRATIVE BUDGET
- E. APPROVAL OF PAYMENT FOR THE FOLLOWING CONSULTANT INVOICES:
- ASB CAPITAL MANAGEMENT, INVOICE #CH500050, FEE FOR QUARTER ENDING SEPTEMBER 30, 2016, IN THE AMOUNT OF \$9,655.90
 - BOGDAHN GROUP, INVOICE #19579, IN THE AMOUNT OF \$8,222.00, FOR CONSULTING SERVICES AND PERFORMANCE EVALUATION JULY 1, 2016 THROUGH SEPTEMBER 30, 2016
 - CHRISTIANSEN & DEHNER, P.A., INVOICE #29399, IN THE AMOUNT OF \$80.47, REFERENCE JAMES WEINERT DISABILITY
 - CITY OF PORT ST. LUCIE - INFECTIOUS DISEASE TESTING INVOICE DATED 10/31/2016 FOR \$294.79 (OFFICER REYNOLDS)
 - CITY OF PORT ST. LUCIE - PLAN ADMINISTRATION INVOICES
SEPTEMBER 2016 FOR \$4,500.00
OCTOBER 2016 FOR \$4,500.00
NOVEMBER 2016 FOR \$4,500.00
 - FLORIDA PUBLIC PENSION TRUSTEES ASSOCIATION (FPPTA), INVOICES #21667, #21712, #21937, #21946, #22165, AND #22166 TOTALING \$180.00 (\$30.00 EACH) CPPT 2016 RE-CERTIFICATION FEES FOR BILL VEGA, TARA PAVLYSHIN, PAUL GRIFFITH, NATALIE CABRERA, DAN KLEMAN, AND PLAN ADMINISTRATOR SANDY STEELE

- FLORIDA PUBLIC PENSION TRUSTEES ASSOCIATION (FPPTA), INVOICE #22229, IN THE AMOUNT OF \$600.00, FOR 2017 MEMBERSHIP DUES
- FOSTER & FOSTER, INC., INVOICE #9753, IN THE AMOUNT OF \$21,420, FOR VARIOUS SERVICES AS LISTED
- HIGHLAND CAPITAL MANAGEMENT INVOICE #13477 (VALUE), IN THE AMOUNT OF \$14,491.75, FOR MANAGEMENT FEES (#303003099) FOR THE PERIOD OF JULY 1, 2016 TO SEPTEMBER 30, 2016
- HIGHLAND CAPITAL MANAGEMENT INVOICE #13478 (FIXED), IN THE AMOUNT OF \$11,805.48, FOR MANAGEMENT FEES (#3040059691) FOR THE PERIOD OF JULY 1, 2016 TO SEPTEMBER 30, 2016
- HIGHLAND CAPITAL MANAGEMENT INVOICE #13477 (GROWTH), IN THE AMOUNT OF \$6,463.03, FOR MANAGEMENT FEES (#3040040999) FOR THE PERIOD OF JULY 1, 2016 TO SEPTEMBER 30, 2016
- SALEM TRUST FEE ADVICE, IN THE AMOUNT OF \$6,467.00, FOR THE PERIOD OF JULY 1, 2016 THROUGH SEPTEMBER 30, 2016
- SALEM TRUST FEE ADVICE, IN THE AMOUNT OF \$35.00, FOR THE OVERNIGHT COST OF MAILING THE SUN TRUST BANK CREDIT CARD PAYMENT

F. APPROVAL OF THE \$500.00 REGISTRATION FOR EACH OF THE FOLLOWING ATTENDEES AT THE UPCOMING FPPTA WINTER TRUSTEES SCHOOL AT THE ROSEN CENTRE IN ORLANDO, FLORIDA, JANUARY 29 - FEBRUARY 1, 2017:

- CHAIRMAN BILL VEGA
- SECRETARY/TRUSTEE TARA PAVLYSHIN
- TRUSTEE DAN KLEMAN
- PENSION PLAN SPECIALIST SIERA FEKETA

G. APPROVAL OF THE FOLLOWING NON-VESTED, PRE-TAXED RETURN OF CONTRIBUTIONS TO THE FOLLOWING TERMINATED POLICE OFFICERS:

- COLLEEN BAKELS - \$1,843.66
- CHARLES DONNON - \$2,564.15
- PHILLIP ENGEL - \$590.17
- MICHAEL LAMANTIA - \$2,551.06
- STEPHAN SALES - \$1,125.70
- RYAN SNELLINGS - \$1,819.25

H. DISCUSSION AND APPROVAL OF RECENT CHARGES AND/OR RECONCILIATION TO PLAN CREDIT CARD AS FOLLOWS:

- \$ 200.17 - SEPTEMBER, 2016 (CHARGES AS NOTED)
- \$11,450.80 - OCTOBER, 2016 (CHARGES AS NOTED)
- \$ 2,292.00 - NOVEMBER, 2016 (CHARGES AS NOTED)

I. APPROVAL OF REIMBURSEMENT TO PLAN CREDIT CARD, IN THE AMOUNT OF \$33.85, FROM PLAN ADMINISTRATOR SANDY STEELE

J. DISCUSSION OF IDENTIFYING AUTHORIZED SIGNORS TO PLAN CREDIT CARD IN ORDER TO PROCEED WITH THE BOARD'S PRIOR DIRECTION TO ISSUE PENSION PLAN SPECIALIST SIERA FEKETA A CREDIT CARD FOR THE PURPOSE OF CONDUCTING PLAN BUSINESS

K. APPROVAL OF RETURNED PER DIEM CHECK, ISSUED TO PENSION PLAN SPECIALIST SIERA FEKETA IN THE AMOUNT OF \$358.94, FOR CANCELLED ATTENDANCE TO THE POLICE OFFICERS AND FIREFIGHTERS' PENSION CONFERENCE IN ORLANDO, FLORIDA, IN NOVEMBER, 2016

L. APPROVAL OF THE MONTHLY DISABILITY PAYMENT OF PARTICIPANT JAMES WEINERT, IN THE AMOUNT OF \$2,959.82, RETROACTIVE TO JULY 29, 2016, WITH PAYMENT ON THE FIRST OF EVERY MONTH THEREAFTER

M. DISCUSSION AND APPROVAL OF THE FOLLOWING EARLY RETIREMENT:

- PAUL GROHOWSKI - COMMENCING JANUARY 1, 2017; MONTHLY RETIREMENT BENEFIT OF \$4,891.89

N. DISCUSSION AND APPROVAL OF THE FOLLOWING DROP DISTRIBUTIONS:

- JOHN FOX - RESIGNED DECEMBER 7, 2016 AND WILL HAVE CONCLUDED 22 MONTHS IN THE DROP (ENROLLED FOR 60 MONTHS); WILL BEGIN TO COLLECT HIS NORMAL RETIREMENT BENEFIT OF \$4,785.49 ON JANUARY 1, 2017 AND HIS FINAL DROP BALANCE WILL BE \$111,892.21
- CARLTON TOPPIN - CONCLUDED 60 MONTHS IN THE DROP ON OCTOBER 31, 2016; BEGAN COLLECTING HIS NORMAL RETIREMENT BENEFIT OF \$7,396.30 ON NOVEMBER 1, 2016 AND HIS FINAL DROP BALANCE WAS \$503,181.56

O. ANNOUNCE THE FOLLOWING POLICE OFFICERS WHO HAVE REACHED NORMAL RETIREMENT ELIGIBILITY AND HAVE ENTERED THE DROP:

- SYLVIA HARRIS - EFFECTIVE NOVEMBER 1, 2016
- RENE SCHERLE - EFFECTIVE OCTOBER 1, 2016

P. PRESENTATION OF QUARTERLY REPORT BY PLAN'S INVESTMENT MANAGER (ICC CAPITAL MANAGEMENT)

Q. RESENTATION OF QUARTERLY REPORT BY PLAN'S PERFORMANCE MONITOR
(THE BOGDAHNS GROUP) - WILL INCLUDE REPORT ON THE OTHER
INVESTMENT ACCOUNTS

15.ATTORNEY'S REPORT

16.ADMINISTRATOR'S REPORT

17.OTHER BUSINESS

18.ADJOURN

VERBATIM RECORD: IN ACCORDANCE WITH FLORIDA STATUTE 286.0105: ANY
PERSON WHO DESIRES TO APPEAL AN DECISION AT THIS MEETING WILL NEED A
RECORD OF THE PROCEEDINGS AND FOR THIS PURPOSE MAY NEED TO ENSURE
THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE WHICH INCLUDES THE
TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS BASED.

ADA COMPLIANCE: IN ACCORDANCE WITH FLORIDA STATUTE 286.26: PERSONS
WITH DISABILITIES NEEDING ASSISTANCE TO PARTICIPATE IN ANY OF THESE
PROCEEDINGS SHOULD CONTACT THE OFFICE OF THE CITY CLERK, 121 SW PORT
ST. LUCIE BOULEVARD, PORT ST. LUCIE, FLORIDA - (772) 871-5157, 48
HOURS IN ADVANCE OF THE MEETING.