

**CITY OF PORT ORANGE  
POLICE OFFICERS' PENSION BOARD  
QUARTERLY MEETING AGENDA**

**Monday February 14, 2022  
2:00 p.m.**

|                                       |                                     |                                  |                                         |                                       |
|---------------------------------------|-------------------------------------|----------------------------------|-----------------------------------------|---------------------------------------|
| <b>Andrew McKay</b><br>Police Trustee | <b>William Proctor</b><br>Secretary | <b>Warren Carman</b><br>Chairman | <b>Drew Bastian</b><br>Resident Trustee | <b>Brian Cobb</b><br>Resident Trustee |
|---------------------------------------|-------------------------------------|----------------------------------|-----------------------------------------|---------------------------------------|

**Appeal Notice:** Any person who decides to appeal any decision made by the Port Orange Police Officers' Pension Board will need a record of the proceedings, and for such purpose he or she may need to ensure at his or her own expense for the taking and preparation of a verbatim record of all testimony and evidence of the proceedings upon which the appeal is to be based.

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**CALL TO ORDER**

**DETERMINATION OF A QUORUM**

**APPROVAL OF MINUTES**

Approve the minutes of quarterly meeting November 9, 2021.

**OFFICER AND TRUSTEE REPORTS**

**CONSENT AGENDA**

Ratify plan expenditures as follows:

1. Sugarman & Susskind – monthly retainer for November 2021 - \$2,600;
2. Sugarman & Susskind – monthly retainer for December 2021 - \$2,600;
3. Sugarman & Susskind – monthly retainer for January 2022 - \$2,600;
4. Plan Administrator Karan Rounsavall – monthly fee (November 2021, December 2021 and January 2022) - \$9,000;
5. Florida Public Pension Trustees' Association (FPPTA) – 2022 renewal of membership for Port Orange Police Pension Board - \$750;
6. James Moore & Co. – 2021 Audit (progress billing #1 thru 12/31/2021 - \$4,000;
7. AndCo Consulting – investment consulting and performance monitoring services for quarter ended December 31, 2021 - \$10,625;
8. First State Trust Company – custodial services for quarter ended December 31, 2021 - \$4,625.

Acknowledge refund of member contributions to the following non-vested member:

1. Richard Bruce (non-vested member) in the amount of \$382.84.

**OLD BUSINESS**

1. Status of disability application for Detective Michael Wallace
2. Status of disability application for Officer Blake Sydeski

**NEW BUSINESS**

1. Ratify early retirement benefit option for Kim Kilpatrick as of November 1, 2021
2. Ratify chairman's acceptance of line-of-duty disability application submitted by Darren Starling and authorize the plan attorney to gather medical records and schedule an independent medical exam (if necessary) in accordance with the process outlined in the pension plan document and *Florida Statutes*

3. Proposed ordinance creating a line-of-duty death benefit (as requested at November 9, 2021 quarterly meeting)
4. Acknowledge receipt of detailed accounting report for Fiscal Year 2020/2021

**CONSULTANT REPORTS**

Chad Little & Paula Freiman – *Freiman Little Actuaries, LLC* (Plan Actuary)

1. Presentation of annual valuation for fiscal year ending September 30, 2021
2. Declare expected annual rate of investment return for assets of Port Orange Police Officers' Pension Plan
3. Approve submitted of 2021 Annual Report to Florida Division of Retirement

Zach Chalifour – *James Moore CPA* (Auditor)

1. Presentation of draft audit of Police Pension Fund financials for fiscal year ended September 30, 2021

Tyler Grumbles – *AndCo Consulting* (Investment Consultant)

1. Investment Performance Report for quarter ended December 31, 2021
2. Asset Allocation Study

Ken Harrison – *Sugarman, Susskind, Braswell, and Herrera* (Attorney)

1. Legislative Update

Karan Rounsavall – Plan Administrator

1. Educational Opportunities
  - Florida Public Pension Trustees Association (FPPTA) – Annual Conference – Hilton Bonnet Creek, Orlando (June 26-29-2022)

**PUBLIC COMMENT****ADJOURNMENT**