

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

**Thursday, August 20, 2020
9:00 a.m.**

Andrew McKay Police Trustee	William Proctor Secretary	Warren Carman Chairman	Drew Bastian Resident Trustee	Brian Cobb Resident Trustee
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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.

CALL TO ORDER

DETERMINATION OF A QUORUM

APPROVAL OF MINUTES

Approve the minutes of quarterly meeting May 21, 2020 and special meeting June 17, 2020.

OFFICER AND TRUSTEE REPORTS

CONSENT AGENDA

Ratify plan expenditures as follows:

1. Sugarman & Susskind – monthly retainer for May 2020 - \$2,600;
2. Sugarman & Susskind – monthly retainer for June 2020 - \$2,600;
3. Sugarman & Susskind – monthly retainer for July 2020 - \$2,600;
4. Sugarman & Susskind – reimbursement for medical records needed for pending disability hearing - \$150;
5. Plan Administrator Karan Rounsavall – monthly fee (May 2020, June 2020, July 2020) - \$9,000;
6. AndCo Consulting – investment consulting and performance monitoring services for quarter ended June 30, 2020 - \$9,375;
7. First State Trust Company – custodial services for quarter ended June 30, 2020 - \$4,625;
8. United Members Insurance – renewal of fiduciary liability insurance through May 31, 2021 - \$5,022.

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

1. Diego Munoz (non-vested member) in the amount of \$9,018.50.

OLD BUSINESS

NEW BUSINESS

1. Approval of administrative expense budget for Plan Year 2020/2021
2. Acknowledge Division of Retirement's approval of 2019 annual report for Port Orange Police Pension Plan

3. Acknowledge pending receipt of 2019 premium tax distribution from the State of Florida in the amount of \$498,649.69
4. Proposed ordinance updating the Internal Revenue Code compliance section to recognize recent changes to the required minimum distribution age from 70 ½ to 72 (SECURE Act)
5. Ratify disability retirement benefits for Jonathan Nolan (life annuity) commencing July 1, 2020
6. Ratify early retirement benefits for terminated vested member Willie Coco (100 percent joint and survivor) commencing October 1, 2020

CONSULTANT REPORTS

Tyler Grumbles – *AndCo Consulting* (Investment Consultant)

1. Investment Performance Report for quarter ended June 30, 2020

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

Ken Harrison – *Sugarman & Susskind* (Attorney)

Karan Rounsavall – Plan Administrator

1. Florida Public Pension Trustees Association (FPPTA Virtual Summit *Pivot 2020: Challenge and Change* (October 5-7, 2020)

PUBLIC COMMENT

ADJOURNMENT

PUBLIC PARTICIPATION INSTRUCTIONS

Due to the Novel Coronavirus Disease 2019 (COVID-19) and Federal, State, County, and the City's Declarations of State of Emergency, and City of Port Orange Executive Order 9, the City of Port Orange will be calling meetings only when necessary, and conducting public meetings using communications media technology until the Local State of Emergency has concluded. Those wishing to attend meetings are encouraged to join the meeting through electronic means.

The May 21, 2020 Regular Meeting of the Police Pension Board will be conducted virtually using Zoom.

To participate in the Special meeting, which begins at 9:00 a.m., you have the following options:

1. Watch the meeting in Zoom and not participate:

You may watch the meeting by providing the City Clerk Robin Fenwick a written request for the Zoom meeting link and information to join at least three (3) hours prior to the meeting at cityclerk@port-orange.org, regular mail at 1000 City Center Circle, Port Orange, FL 32129, or place it in the Drop Box at the front door of City Hall. Once the written request is received, the meeting instructions will be provided to you via email.

2. Watch the meeting in Zoom and provide public comment prior to the meeting:

You may watch the meeting as mentioned above, and also provide written comments by emailing City Clerk Robin Fenwick at least three (3) hours prior at cityclerk@port-orange.org, mailing to 1000 City Center Circle, Port Orange, FL 32129, or placing it in the Drop Box at the front door of City Hall. Please include your full name, city of residence, and comments by the deadline and your comments will be read into the record. There is also a form located on the City's website at: www.port-orange.org/publiccomments which can be submitted electronically. Time limits will be enforced so written comments must be limited to no more than 3 minutes. Once the written request is received, the meeting instructions will be provided to you via email.

3. Watch the meeting in Zoom and provide public comment during the meeting:

Request to Speak live instructions:

To request to speak virtually during the meeting, you must complete the Request to Speak form to be placed on a list. You may access the form by visiting www.port-orange.org/publiccomments. You must fill out all required information for the form to be submitted. Forms are due to the City Clerk no later than twenty-four (24) hours before the meeting. Once the form is received, the meeting instructions will be provided to you via email.

4. Call in telephonically to the meeting (i.e. internet/Zoom not required):

You may call into the meeting via telephone by providing the City Clerk Robin Fenwick either a written request for the Zoom meeting telephone call in number and information to join at least three (3) hours prior to the meeting at cityclerk@port-orange.org, regular mail at 1000 City Center Circle, Port Orange, FL 32129, or place it in the Drop Box at the front door of City Hall. If you do not have access to the internet/email you may call (386) 506-5564, at least three (3) hours prior to the meeting to request the telephone call in number and information to join. Once the request is received, the meeting instructions will be provided to you via email or telephonically.

If you have difficulty accessing Zoom or the telephone access number during the meeting, or need further assistance, please contact City Clerk Robin Fenwick via email to cityclerk@port-orange.org or call (386) 506-5564.