

**CITY OF PORT ORANGE
FIRE AND RESCUE PENSION BOARD OF TRUSTEES QUARTERLY MEETING
PORT ORANGE CITY HALL
1000 City Center Circle, City Hall Council Chamber
PORT ORANGE, FLORIDA 32129**

AGENDA

MONDAY, NOVEMBER 21, 2022, 4:30 P.M.

DISABILITY INFORMATION: IF YOU ARE A PERSON WITH A DISABILITY WHO NEEDS AN ACCOMMODATION IN ORDER TO PARTICIPATE IN THIS PROCEEDING, YOU ARE ENTITLED, AT NO COST TO YOU, TO THE PROVISION OF CERTAIN ASSISTANCE. PLEASE CONTACT THE CITY CLERK FOR THE CITY OF PORT ORANGE, 1000 CITY CENTER CIRCLE, PORT ORANGE, FLORIDA 32129, TELEPHONE NUMBER 386-506-5563, CITYCLERK@PORTORANGE.ORG, AS FAR IN ADVANCE AS POSSIBLE, BUT PREFERABLY WITHIN 2 WORKING DAYS OF YOUR RECEIPT OF THIS NOTICE OR 5 DAYS PRIOR TO THE MEETING DATE. IF YOU ARE HEARING OR VOICE IMPAIRED, CONTACT THE RELAY OPERATOR AT 1-800-955-8771.

APPEAL NOTICE: ANY PERSON WHO DECIDES TO APPEAL ANY DECISION MADE BY THE CITY COUNCIL 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.

- I. CALL TO ORDER/DETERMINATION OF A QUORUM**

- II. APPROVAL OF MINUTES - Quarterly Meeting – August 15, 2022**

- III. REPORTS (ATTORNEY/CONSULTANTS)**
 - 1. Burgess Chambers (BCA), Performance Monitor
Quarterly report – September 30, 2022

 - 2. American Realty

 - 3. Pedro Herrera, Plan Attorney

 - 4. Julie Enright, Plan Administrator
 - A. Retiree death audit – no deaths reported by custodian bank
 - B. Submitted annual FY 2022/2023 budget to City and posted for members
 - C. Actuarial Valuation data was requested by Foster & Foster to the City for completion of the annual report
 - D. Rebalance based on receipt of State money, transferred \$300,000 to Fidelity 500 Index Fund
 - E. Terms of office expiring 12/31/22 for Kyle Crider (elected member) and Reed Foley (Council appointed – on council agenda for December 6)
 - F. FPPTA Trustee School scheduled for January 29-February 1 and Division of Retirement Police Officers and Firefighters annual conference December 13-15
 - G. Proposed meeting schedule for 2023 (February 27, May 15, August 21, November 20)
 - H. Next meeting scheduled for February 27

IV. NEW BUSINESS

Consideration/approval of detailed accounting of paid administrative expenses during Fiscal Year 2021/2022 for submittal to the City and availability to Plan members (and actuary for the Division of Retirement with the Annual Report)

V. OLD BUSINESS

Status of revision to Summary Plan Description

VI. RATIFICATION: DISBURSEMENTS/RETURN OF CONTRIBUTIONS and DEPOSITS

1. Sugarman & Susskind, Professional Services dated 11/10/22 **\$9,784.60**
2. First State fees for custody bank for quarter end **9/30/22**, total fees: **\$4,556.27**
3. Fiduciary Management Inc. **9/30/22** quarterly fee in the amount of **\$8,415.**
4. Burgess Chambers, Performance Monitor, **9/30/22** quarterly fee **\$13,025.08**
5. SSI, quarterly fee, **9/30/22** quarterly fee - **\$7214.**
6. American Realty Advisors – **9/30/22** quarterly fee -**\$7,194.17**
7. Integrity Fixed Income Management – **9/30/22** quarterly fee in the amount of **\$4,323.94**
8. Julie Enright, Professional Services - **\$7,867.62** (quarterly administration fees paid for August, September, October); mileage and copy charges in the amount of \$157.25
9. Polen Capital Management quarter end **9/30/22** in the amount of **\$4,399.30**
10. Fiduciary Liability Insurance renewal effective 10/5/22 in the amount of \$4,917.42
11. Distribution of annual COLA'S for September, October, November to: Binetti, Carter, Dibella, Parker, Zimmerman, Kondos, Largent
12. FPPTA 2022 annual CPPT certification renewal for Joe Meeske in the amount \$31.00
13. FPPTA 2023 Annual membership renewal in the amount of \$750.00

RETIREMENTS/CONTRIBUTION REFUNDS

14. Scott Russell Disability 100% Joint Annuitant option effective 8/16/2022

VII. STAFF REPORTS, DISCUSSION, AND ACTION

VIII. TRUSTEES' REPORTS, DISCUSSION, AND ACTION

IX. REQUESTS FROM THE PUBLIC/EMPLOYEES PRESENT