

**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, MAY 20, 2024, 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.

CALL TO ORDER/DETERMINATION OF A QUORUM

APPROVAL OF MINUTES - Quarterly Meeting – February 26, 2024

REPORTS (ATTORNEY/CONSULTANTS)

Burgess Chambers (BCA), Performance Monitor Quarterly report – March 31, 2024

Pedro Herrera, Plan Attorney
Legislative Update

Julie Enright, Plan Administrator

Retiree death audit – no deaths reported by custodian bank

Sent declared rate of return to the Division of Retirement and the City

Submitted information to Foster & Foster for completion of the annual Police and Fire State Report.

Receipt of Application for Disability Retirement from Kyle Nelson (terminated employee) on 4/11/24. Pension Attorney requested Questionnaire be completed. Document provided on 4/30/24.

Next meeting scheduled for August 19, 2024

NEW BUSINESS

Consideration/approval of the Actuarial Valuation

COLA for Joseph LaFond for second piece of pension benefit effective November 2023

Approval for Burgess Chambers to send documents by electronic delivery

OLD BUSINESS

Approval of Engagement Letter with James Moore for independent audit of payroll data for fiscal year ended 9/30/23

RATIFICATION: DISBURSEMENTS/RETURN OF CONTRIBUTIONS and DEPOSITS

Sugarman & Susskind, Professional Services

First State fees for custody bank for quarter end **3/31/24**, total fees: **\$4,556.28**

Fiduciary Management Inc. **3/31/24** quarterly fee in the amount of **\$4,652**

Burgess Chambers, Performance Monitor, **3/31/24** quarterly fee - **\$10,018.72**

American Realty Advisors – **3/31/24** quarterly fee -**\$5,177.83**

Integrity Fixed Income Management – **3/31/24** quarterly fee in the amount of **\$6,074.98**

Julie Enright, Professional Services - **\$8,346.75** (quarterly administration fees paid for February, March, April); mileage and copy charges in the amount of \$105.67

Polen Capital Management quarter end **3/31/24** in the amount of **\$6,445.71**

Foster & Foster invoice dated 5/3/23 in the amount of **\$4,728**

Distribution of annual COLA'S for March, April, May to: Bazanos, Hammons, Morrisey,

Amara, Delameter, Meister, Nigh, Rafferty, DelValle, Jenkins, Pelletier, Ste. Claire, Stewart

RETIREMENTS/CONTRIBUTION REFUNDS

Retirement for Peter Robertucci effective 9/1/2023 Lifetime only option

STAFF REPORTS, DISCUSSION, AND ACTION

TRUSTEES' REPORTS, DISCUSSION, AND ACTION

REQUESTS FROM THE PUBLIC/EMPLOYEES PRESENT