



**PALM BAY POLICE AND FIREFIGHTERS' PENSION PLAN**

[www.pbpfpf.org](http://www.pbpfpf.org)

Robert J. Conlan Professional Center  
1501 R. J. Conlan Blvd., NE, Suite 240 - Palm Bay, Florida 32905  
***50<sup>th</sup> Anniversary ~ Fund Established May 2, 1974***

Regular Meeting 25-04  
Friday, April 4, 2025-9:00 A.M.

**CALL TO ORDER:**

**ROLL CALL:**

**AGENDA REVISIONS:**

**ADOPTION OF MINUTES:**

\*March Quarterly Minutes 25-03

**CONSENT AGENDA:**

**There will be no separate discussion on those items listed under Consent Agenda (indicated with asterisks (\*)). They will be enacted by the Board of Trustees by one motion. If discussion is desired by the Board, that item will be removed from the Consent Agenda by the Board and will be considered in the order that it appears on the agenda.**

**FOSTER AND FOSTER, INCORPORATED AT 9:15 A.M.:**

1. Mr. Patrick Donlan, Actuary
  - a. Presentation of the September 30, 2024 Actuarial Valuation Reports for the Police, Fire and General

**INFORMAL HEARING FOR DISABILITY APPLICANT CHRISTINA WEST 9:45 A.M.:**

1. Police Officer Christina West, Disability Applicant and Ms. Anna Klausner, Attorney, Klausner, Kaufman, Jensen and Levinson, P.A.

**OLD BUSINESS:**

1. 401k Review
2. Disability Applicant Police Officer Christina Martin
3. Disability Applicant Firefighter Brenton Scharf

**NEW BUSINESS:**

- \*1. Warrants for Payment
  - a. Truist Commercial Checking Account-\$1,100.00-Reimbursement to the Truist Commercial Checking Account for Auto Pay for Jason Dorey's VISA
  - b. Truist Commercial Checking Account-\$1,208.68-Reimbursement to the Truist Commercial Checking Account for Auto Pay for Timothy Lancaster's VISA
  - c. Truist Commercial Checking Account-\$1,100.00-Reimbursement to the Truist Commercial Checking Account for Auto Pay for James Brock's VISA
  - d. Truist Commercial Checking Account-\$1,100.00-Reimbursement to the Truist Commercial Checking Account for Auto Pay for Benjamin Kiszkiel's VISA
  - e. Truist Commercial Checking Account-\$1,100.00-Reimbursement to the Truist Commercial Checking Account for Auto Pay for Patricia Lindsay's VISA
  - f. Truist Commercial Checking Account-\$1,100.00-Reimbursement to the Truist Commercial Checking Account for Auto Pay for Mary K. Taglia-Polak's VISA
  - g. JP Morgan Asset Management-\$18,888.67-Management Fee for the RE Strategic Property Fund for period ending 12/31/2024, Invoice 20241231-1788-A (Police Fund Only)
  - h. JP Morgan Asset Management-\$18,888.67-Management Fee for the RE Strategic Property Fund for period ending 12/31/2024, Invoice 20241231-57655-A (Fire Fund Only)
  - i. Foster and Foster, Inc.-\$42,645.00-Preparation for attendance at October 4, 2024 Board Meeting, Benefit Calculations for: Graves, Jennifer; Debusk, William. Preparation of the 10/1/2024 Actuarial Valuation Report. Electronic filing of the 10/1/2024 valuation report to the Division of Retirement. Preparation of the GASB 67 and 68 statements with measurement date of 9/30/2024. Preparation of the 9/30/2024 Share Plan schedule and the 2024 Actuarial Confirmation of the Use of State Monies, Invoice 35343 (Police Fund Only)
  - j. Foster and Foster, Inc.-\$5,181.00-Preparation of the 10/1/2024 Actuarial

Valuation Report. Electronic Filing of 10/1/1024 valuation report to the Division of Retirement, Preparation of GASB 67 and 68 statements with a measurement date of 9/30/2024, Invoice 35346 (General Fund Only)

k. Foster and Foster, Inc.-\$42,191.00-Benefit Calculations, Ringleb, John; Thomas, Nathan. Preparation of the 10/1/2024 Actuarial Valuation Report. Electronic filing of 10/1/2024 valuation report to the Division of Retirement. Preparation of GASB 67 and 68 statements with a measurement date of 9/30/2024. Actuarial Confirmation of the Use of State Monies, Invoice 35344 (Fire Fund Only)

\*2. New Plan Member Applications; Member Beneficiary Changes; Pre-Retirement\Death Benefit Option Selection Forms; Member Retirement Beneficiary Forms; and DROP Beneficiary Designations

3. Office Business

- a. Equipment Upgrades and Purchases
- b. Employee VISA Invoice Review for February
- c. Upcoming Events-Educational Opportunities
- d. Share Plan Beneficiary Forms
- e. Employee Benefit Statements
- f. Kwik Key of Brevard
- g. Fire Inspection
- h. Visa Rewards
- i. Fire Inspection

4. Job Posting

5. CAPIS

6. Paychex Addendum

7. LRS Website Updates

\*8. Reduction of Monthly Pension Due to Age of Medicare Supplement, Firefighter Thomas Riggle

**INPUT FROM ACTIVE AND RETIRED PLAN MEMBERS:**

**INPUT FROM THE PUBLIC:**

## **ADJOURNMENT:**

**If an individual decides to appeal any decision made by the Board of Trustees with respect to any matter considered at this meeting, a record of the proceedings will be required and the individual will need to ensure that a verbatim transcript of the proceedings is made, which record includes the testimony and evidence upon which the appeal is based (FS 286.0105). Such person must provide a method for recording the proceedings verbatim.**

**In accordance with the Americans with Disabilities Act, persons needing special accommodations for this meeting shall, at least 48 hours prior to the meeting, contact the Pension Office at (321) 724-8877 or Florida Relay System at 711.**

**This meeting may be conducted by means of or in conjunction with communications media technology, specifically a telephone conference call. The location, Robert J. Conlan Professional Center, 1501 R. J. Conlan Boulevard, NE, Suite 240, (corner of Palm Bay Road East & Robert J. Conlan Boulevard, 2<sup>nd</sup> Floor of the R.J. Conlan Professional Center) Palm Bay, Florida 32905, which is open to the public, shall serve as an access point.**