

**CITY OF WEST MELBOURNE
POLICE OFFICERS' RETIREMENT BOARD
QUARTERLY MEETING AGENDA**

**City Hall Conference Room
Second Floor
2240 Minton Road
West Melbourne FL 32904
Wednesday, May 1, 2019
9:00 a.m.**

Pat Bentley Trustee	Harvey Whitney Trustee	James Parsons Trustee	Scott Morgan Chairman	Jennifer Curran Secretary
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Disability Information: In accordance with the Americans with Disabilities Act and F.S.S. 286.26, persons with disabilities needing special accommodation to participate in this meeting should contact the City Clerk's Office, no later than seven days in advance of the proceeding at 321-727-7700 for assistance. If hearing impaired, please call the Florida Relay Service Numbers at 800-955-8771 (TDD) or 800-955-8770 (VOICE) for assistance.

Appeal Notice: If a person decides to appeal any decision made by the Board with respect to any matter considered at such meeting or hearing, that person will need to ensure that a verbatim record of the proceedings is made which record includes the testimony and evidence upon which appeal is to be based.

1. CALL TO ORDER

2. DETERMINATION OF A QUORUM

3. APPROVAL OF MINUTES

- A. Approve the minutes of quarterly meeting February 6, 2019

4. OFFICER AND TRUSTEE REPORTS

5. PROCESSED DISBURSEMENTS/DEPOSITS

- A. Approve plan expenditures and acknowledge receipt of contributions for the second fiscal quarter of 2018/2019

6. CONSULTANT REPORTS

- A. Patrick Donlan – Foster & Foster (Plan Actuary) – *via conference call*
- Review of the proposed actuarial cost method for purchasing prior military or law enforcement service
- B. Kerry Richardville – AndCo Consulting (Performance Monitor/Investment Advisory Services)
- Performance Report for quarter ended March 31, 2019
- C. Ken Harrison – Sugarman & Susskind (Attorney)
- Legislative Update

- D. Karan Rounsavall, Plan Administrator
- Acknowledge rollover of member contribution for Danielle Quinn (non-vested member) in the amount of \$14,203.88
 - Acknowledge refund of member contributions for Donn Maldonado (non-vested member) in the amount of \$307.77
 - 2018 State Annual Report – reviewed & approved as of April 12, 2019
 - Annual Financial Disclosure Forms due to Brevard County Supervisor of Elections no later than July 1, 2019
 - Verbal report on online tools available from Foster & Foster – Administrative Portal and Retirement Planning Calculator

7. OLD BUSINESS

8. NEW BUSINESS

- A. Status of ordinance implementing buyback provision of collective bargaining agreement and clarifying definition of “*average monthly compensation*” as it relates to calculating disability retirement benefits
- B. Review of proposed application for purchase of prior service credit
- C. Revision to Board’s *Administrative Policies & Procedures* to include procedure for purchase of prior service
- D. Acknowledge receipt of DROP application for Captain Charles Finsted as of April 1, 2019
- E. Discussion relating to benefit calculations, specifically establishing policy to use of fiscal/plan year annual salaries for such purposes
- F. Periodic review of professional service provider agreements

9. PUBLIC COMMENT

10. ADJOURNMENT