

**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, August 7, 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 May 1, 2019

4. OFFICER AND TRUSTEE REPORTS

5. PROCESSED DISBURSEMENTS/DEPOSITS

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

6. CONSULTANT REPORTS

- A. Kerry Richardville – AndCo Consulting (Performance Monitor/Investment Advisory Services)
- Performance Report for quarter ended June 30, 2019
 - Board direction as to investment of premium tax dollars upon receipt thereof from State Division of Retirement (expected in mid August)
- B. Pedro Herrera – Sugarman & Susskind (Attorney)
- C. Karan Rounsavall, Plan Administrator
- Educational Opportunity: Florida Division of Retirement - Annual Police Officers' & Firefighters' Pension Trustees' Conference in Orlando (October 29 - 31, 2019)

- Acknowledge rollover of member contribution for Zachary Martin (non-vested member) in the amount of \$1,068.91
- Acknowledge refund of member contributions for Alejandro Garrido Cortes (non-vested member) in the amount of \$2,480.02
- Acknowledge refund of member contribution for Kyle Brockell (non-vested member) in the amount of \$1,084.24

7. OLD BUSINESS

8. NEW BUSINESS

- A. Approval of administrative expense budget for Plan Year 2019/2020 in accordance with *Florida Statutes 185.05(8)*
- B. Discussion and possible action to establish policy as to length of time allowed for a member to commence payments following receipt of actuarial buyback calculation
- C. Approve update to Summary Plan Description to include buyback provisions (biennial revision – 2019)

9. PUBLIC COMMENT

10. ADJOURNMENT