

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

**Virtual Meeting via Communications Media Technology**

**Wednesday, July 29, 2020**

**9:00 a.m.**

|                                |                                   |                                  |                                  |                                      |
|--------------------------------|-----------------------------------|----------------------------------|----------------------------------|--------------------------------------|
| <b>Pat Bentley<br/>Trustee</b> | <b>Harvey Whitney<br/>Trustee</b> | <b>James Parsons<br/>Trustee</b> | <b>Scott Morgan<br/>Chairman</b> | <b>Jennifer Curran<br/>Secretary</b> |
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**Disability Information:** In accordance with the Americans with Disabilities Act (ADA) and F.S.S. 286.26, persons with disabilities needing special accommodation to participate in this meeting should contact the City's ADA coordinator at 321-837-7774 in advance of the meeting.

**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.

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**Pursuant to Executive Order 20-69, signed by Governor DeSantis on March 20, 2020, extended by Executive Order 20-150 on June 23, 2020 and in accordance with F.S. 120.54(5)(b)2, notice of use of communications media technology for public participation and availability at this quarterly meeting is hereby provided.**

**Any member of the public wishing to appear at the virtual meeting should refer to the attached notice regarding communications media technology and public participation.**

**1. CALL TO ORDER**

**2. DETERMINATION OF A QUORUM**

**3. APPROVAL OF MINUTES**

- A. Approve the minutes of quarterly meeting April 29, 2020

**4. OFFICER AND TRUSTEE REPORTS**

**5. PROCESSED DISBURSEMENTS/DEPOSITS**

- A. Approve plan expenditures and acknowledge receipt of contributions for the third fiscal quarter of 2019/2020

**6. CONSULTANT REPORTS**

- A. Dan Johnson – AndCo Consulting (Investment Consultant)
- Performance Report for quarter ended June 30, 2020
  - Update standing Letter of Instruction for quarterly rebalancing in line with funds currently held in the portfolio and asset allocation targets
  - Consultant's recommendation as to investment of State of Florida premium tax revenues upon receipt of funds in mid-August
- B. Presentation from Brookfield Super-Core Infrastructure Partners on its Access Fund Infrastructure strategy

- C. Pedro Herrera – Sugarman & Susskind (Attorney)
  - Legislative Update
- D. Karan Rounsavall, Plan Administrator
  - Acknowledge rollover of member contribution for Officer Jacob Mathis

**7. OLD BUSINESS**

- A. Status of ordinance to expand allowed investments in retirement fund portfolio, specifically collective investment trusts (e.g. infrastructure fund) and modifying the IRS compliance section to recognize recent changes to the required minimum distribution age from 70 ½ to 72 in connection with the SECURE Act.

**8. NEW BUSINESS**

- A. Approval of administrative expense budget for Plan Year 2020/2021 in accordance with *Florida Statutes*
- B. Acknowledge Jean Miller as beneficiary of Retiree Richard Miller

**9. PUBLIC COMMENT**

**10. ADJOURNMENT**

## **NOTICE REGARDING COMMUNICATIONS MEDIA TECHNOLOGY AND PUBLIC PARTICIPATION**

NOTICE IS HEREBY GIVEN that the West Melbourne Police Officers' Retirement Board will hold its quarterly meeting on **Wednesday, July 29, 2020 at 9:00 a.m.** to which all persons are invited. The meeting will be conducted virtually using **Zoom**.

To participate in the quarterly meeting, you have the following options:

**1. Watch the meeting via Zoom and not participate:**

You may watch the meeting by providing Plan Administrator Karan Rounsavall a written request for the *Zoom* meeting link and information to join no later than 4:00 p.m. on Tuesday, July 28, 2020 at [rounsavall@earthlink.net](mailto:rounsavall@earthlink.net). Once the written request is received, the meeting instructions will be provided to you via email.

**2. Watch the meeting in Zoom and provide public comment prior to the meeting:**

You may watch the meeting as mentioned above, and also provide written comments by emailing Plan Administrator Karan Rounsavall no later than 4:00 p.m. on Tuesday, July 28, 2020 at [rounsavall@earthlink.net](mailto:rounsavall@earthlink.net). Please include your full name and comments by the deadline and your comments will be read into the record. Once the written request is received, the meeting instructions will be provided to you via email.

**3. Call in telephonically to the meeting (i.e. internet/Zoom not required):**

You may call into the meeting via telephone by providing Plan Administrator Karan Rounsavall either a written request for the *Zoom* meeting telephone call-in number and information to join no later than 4:00 p.m. on Tuesday, July 28, 2020 at [rounsavall@earthlink.net](mailto:rounsavall@earthlink.net). If you do not have access to the internet/email you may call 321-537-6007 no later than 4:00 p.m. on Tuesday, July 28, 2020 to request the telephone call-in number and information to join. Once the request is received, the meeting instructions will be provided to you via email or telephonically.

**4. Appear at the meeting by telephone:**

You may also request to appear at the meeting by telephone. To do so, please contact Plan Administrator Karan Rounsavall at [rounsavall@earthlink.net](mailto:rounsavall@earthlink.net) or by telephone at 321-537-6007. All requests to appear telephonically must be received no later than 4:00 p.m. on Tuesday, July 28, 2020. Provide your name, address, and a telephone number at which you may be reached during the meeting. You will be called at the number you provide during the public comment portion of the agenda. We will make only one attempt to call you. You are responsible for insuring that your telephone line is open, and that you answer the call when it is made.