

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

Police Department Training Room  
2290 Minton Road  
West Melbourne FL 32904  
Wednesday, October 25, 2023  
10:00 a.m.

Pat Bentley Trustee	Jennifer Curran Fifth Member	James Parsons Trustee	Scott Morgan Chairman	Graig Erenstoft Trustee
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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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**1. CALL TO ORDER**

**2. DETERMINATION OF A QUORUM**

**3. APPROVAL OF MINUTES**

- A. Approve the minutes of quarterly meeting July 26, 2023

**4. OFFICER AND TRUSTEE REPORTS**

**5. PROCESSED DISBURSEMENTS/DEPOSITS**

- A. Approve plan expenditures and acknowledge receipt of contributions for the final fiscal quarter of 2022/2023

**6. CONSULTANT REPORTS**

- A. Kerry Richardville – AndCo (Investment Consultant)
- Investment Performance Report for quarter ended September 30, 2023
  - Revised Investment Policy Statement (IPS) to incorporate new requirements of House Bill 3
- B. Pedro Herrera – Sugarman, Susskind, Braswell & Herrera (Attorney)
- Legislative Update – Implementation of House Bill 3
- C. Karan Rounsavall, Plan Administrator
- Acknowledge refund of member contributions for Sandra Jenkins (partially vested member) in the amount of \$19,281.05
  - Acknowledge refund of member contributions for Donald May in the amount of \$8,199.23 (non-vested member)
  - Acknowledge refund of interest earnings for William Hicks in the amount of \$1,552.55 (non-vested member)

- Renewal of fiduciary liability insurance with U.S. Specialty Insurance Company

**7. OLD BUSINESS**

**8. NEW BUSINESS**

- A. Establish quarterly meeting dates for 2024 (Wednesdays at 10:00 a.m. on January 31, 2024, April 24, 2024, July 24, 2024, and October 30, 2024)
- B. Acknowledge receipt of detailed accounting report for Fiscal Year 2022/2023
- C. Acknowledge receipt of premium tax distribution in the amount of \$252,691.27
- D. Approve 2023 biennial publication of Summary Plan Description

**9. PUBLIC COMMENT**

**10. ADJOURNMENT**