

Melbourne Beach Police Department

507 Ocean Ave
Melbourne Beach, FL 32951
321-723-4343

REGULAR QUARTERLY MEETING BOARD OF TRUSTEES MELBOURNE BEACH PENSION FUND

AGENDA PUBLIC NOTICE

The Melbourne Beach Police Pension Board will conduct a Board of Trustees Meeting on Monday, June 3rd, 2024 at 5:30 p.m. in the Training Room – 507 Ocean Avenue

Board Members:

Chairman James Maguire
Member George Walters
Member Robin Petersen
Sergeant Jason Hinchman
Sergeant Jason Sadler

Staff Members:

Finance Manager Jennifer Kerr
Recording Secretary Christine Mathews

Notice: The public is advised that members of the Town Commission may be in attendance and participate in proceedings of the board. Attorney General Opinions (AGO) AGO 91-95, AGO 98-14, AGO 200-68.

PURSUANT TO SECTION 286.0105, FLORIDA STATUTES, THE POLICE PENSION BOARD HEREBY ADVISES THE PUBLIC THAT: In order to appeal any decision made at this meeting, you will need a verbatim transcript of the proceedings. It will be your responsibility to ensure such a record is made. Such person must provide a method for recording the proceedings verbatim as the Police Pension Board does not do so.

In accordance with the Americans with Disability Act and Section 286.26, Florida Statutes, persons needing special accommodations for this meeting shall, at least 5 days prior to the meeting, contact the Recording Secretary at (321) 723-4343 of Florida Relay System at 711.

1. Call to Order

2. Roll Call

3. Pledge of Allegiance and Moment of Silence

4. Approval of Minutes

- A. Approval of the Regular Quarterly Police Pension Fund meeting minutes for March 4, 2024

5. Public Comments

Subjects are limited to 3 minutes on any item not appearing on this agenda. Note: State law & administrative rules prevent The Board from taking any formal action on items discussed at this time. The Board may schedule such items as regular agenda items and act upon them in the future. The chairperson is allowed to limit discussion, as necessary, with each commentary to 3 minutes.

6. Old Business

7. New Business

- A. Request Salem Trust to compile a step by step guide with samples for retiring officers
- B. Authorization of payment to AndCo for consulting services in the amount of \$3,750.00
- C. Authorization of payment to Klausner, Kaufman, Jensen & Levinson in the amount of \$540.00
- D. Discussion of how to split payment for Administrative Services for the 2nd quarter of 2024 in the amount of \$250.00 to Megan Miller and Christine Mathews and Authorization of payment to Megan Miller and Christine Mathews
- E. Advise the board of Salem Trust's contracted quarterly automatic payment of \$1,375.00
- F. Discussion of 1099R – Reporting of Disability Income memo from Klausner, Kaufman, Jensen & Levinson
- G. Update Signature Authorization Form.
- H. Advise the board that Form 1's are due on July 1st, 2024.

8. Reports

- A. AndCo Monthly Flash Report – April & AndCo Quarterly Investment Report

9. Board Member Comments

- A. The Annual Police Pension Report was submitted.
- B. Officer James O'Byrne has joined the Department.

10. Adjournment