

**CITY OF WEST MELBOURNE
POLICE OFFICERS' RETIREMENT BOARD
JUNE 13, 2024**

The West Melbourne Police Officers' Retirement Board met in special session on Thursday, June 13, 2024 in the City Council Chamber/Veterans' Memorial Complex, 2285 Minton Road, West Melbourne, Florida.

MEMBERS PRESENT: Chairman Scott Morgan (resident member)
Secretary Jennifer Curran (fifth member)
Graig Erenstoft (police member)
Pat Bentley (resident member)
James Parsons (police member)

CONSULTANTS: Karan Rounsavall, Plan Administrator

Chairman Morgan called the meeting to order at 10:03 a.m. A quorum was in attendance.

The purpose of the meeting was to receive, review and discuss responses to the Retirement Board's Request for Proposal (RFP) for plan administration services. The Board could elect to short list the responses for presentations at a future meeting or proceed with selecting a new provider.

Responses were received from three providers:

*Lauterbach & Amen, LLP
The Resource Centers
Julie Enright*

Board members commented that all providers were qualified and offered a variety of services. Lauterbach & Amen was located in Illinois and did not have a Florida presence. For this reason, there was consensus to eliminate this firm from the onset.

Discussion ensued. Members Bentley and Erenstoft stated that they were only familiar with the personal/hand-on approach to plan administration currently provided by Mrs. Rounsavall. For this reason, their first thought was to continue this same hands-on service level as would be offered by Julie Enright.

Member Curran's initial assessment was to continue with the personal service level for retirees and plan members. However, upon further examination, there was concern about Ms. Enright's possible tenure with the retirement plan should she be offered the position.

Chairman Morgan was torn between *The Resource Centers* and *Julie Enright*. He wondered if this might be an opportunity to explore a different approach to plan administration with a long-term horizon. Member Parsons agreed with Chairman Morgan. He liked the idea of having more technology available and felt this was the time to make a change. Tenure was a concern with Ms. Enright; he did not want to repeat the RFP process again in a few years.

*Member Bentley moved to select **The Resource Centers** to provide plan administration services to the West Melbourne Police Retirement Plan and to direct the attorney to prepare an appropriate professional service agreement for approval/execution at the*

next quarterly meeting. Chairman Morgan seconded the motion which carried unanimously.

PUBLIC COMMENT - None

ADJOURNMENT

The meeting adjourned at 10:48 a.m.

Scott Morgan, Chairman

Karan Rounsavall, Plan Administrator