

CITY OF FORT PIERCE - OFFICE OF THE CITY ATTORNEY

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**M E M O R A N D U M**

**TO:** Thomas K. Perona, Retirement Board Chair  
**FROM:** James T. Walker, Assistant City Attorney  
**RE:** Amendment to Rule 10 (Order of Business)  
Retirement Board Rules of Procedure  
**DATE:** March 31, 2015

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At its December meeting, our Board requested preparation of a draft amendment for a change to Board Rule 10 (Order of Business), so as to provide for Board member comment. I am afraid the assignment slipped off my radar and is only now recently recalled. A proposed draft amendment in this regard is set out below:

**Rule 10. Order of Business.**

**Section (a). Agenda.** Matters will be called in the order in which they appear on the Agenda, as prepared in advance at the direction of the Chair, except that the Chair may take matters out of order as appropriate. A BOARD Member may request inclusion of additional matters in the agenda prior to the date the agenda is sent to BOARD members.

**Section (b). Order.** The outline for the regular meeting agenda shall be as follows:

1. Call to Order
2. Roll Call
3. Comments from the public (limited to four minutes a speaker, unless extended by Chair)
4. Consideration of Minutes
5. Consideration of Staff Reports
6. Public Hearings on Benefit Applications
7. Reconsiderations
8. Old or unfinished Business
9. New Business
10. Consideration of Absences
11. Board Member Comments

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12. Next Meeting Date
13. Adjournment

*s/ James T. Walker*

James T. Walker, Esq.  
Assistant City Attorney

/mlp

cc: Robert V. Schwerer, City Attorney