

GENERAL EMPLOYEES PENSION BOARD

DUTIES

- (11) The duties and responsibilities of the board shall include, but not necessarily be limited to the following:
- a. Construing the provisions of the system and determine all questions arising thereunder.
 - b. Determining all questions relating to eligibility and participation.
 - c. Determining and certifying amount of all retirement allowances or other benefits hereunder.
 - d. Having annual actuarial valuations of the system performed.
 - e. Establishing uniform rules and procedures to be followed for administrative purposes, benefit applications and all matters required to administer the plan.
 - f. Distributing at regular intervals to employees information concerning the plan.
 - g. Receiving, processing and approving all applications for participation and benefits; notifying the city of approved benefit payments.
 - h. Attending pension schools, conventions, conferences, workshops and other pension sessions to obtain and maintain pension certification. Board members must first look to certification opportunities in the State of Florida. Other opportunities may be approved by a majority vote on a case by case basis.
 - i. Performing such duties as are specified in section 14-28.

(Ord. No. 4097, § 1, 12-6-17)