



THE RESOURCE CENTERS, LLC

4360 Northlake Boulevard, Suite 206 ❖ Palm Beach Gardens, FL 33410
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February 24, 2016

*Bruce Davis
City of Riviera Beach
Riviera Beach, FL 33404*

*RE: Riviera Beach Municipal Firefighters Pension Trust Fund
Re-appointment of Trustee, Bobbie Brooks, Jr.*

Dear Mr. Davis;

As you know, our office serves as the Administrator for the Riviera Beach Municipal Firefighters Pension Trust Fund.

Bobbie Brooks, Jr. was previously appointed by the City of Riviera Beach to the Riviera Beach Municipal Firefighters Pension Trust Fund Board of Trustees. This letter is being sent to you requesting the re-appointment of Mr. Brooks to the Board.

Should you have any questions, or need any further information, please feel free to contact my office at 561.459.2966.

Regards,

*Denise McNeill
Administrator*

*Cc: Ronald Cohen; Attorney
Bobbie Brooks, Jr, Chairman*

Sims, Shavona

From: Denise McNeill <denise@resourcecenters.com>
Sent: Wednesday, March 09, 2016 5:42 PM
To: Sims, Shavona
Cc: bbjr520@aol.com
Subject: Riviera Fire Pension
Attachments: City, Request to Re-appoint Brooks.pdf; Brooks Request for Re-appointment.pdf
Importance: High

Hello Shavona,

Attached you will find the following items:

- Pension Board letter requesting Mr. Brooks' reappointment
- Mr. Brooks' letter requesting same along with the advisory board application

Additionally, the Board has met eleven times in the past two years; five times in 2014, five times in 2015 and once this year. Mr. Brooks has attended every meeting. Please let me know if you need a listing of each date.

We appreciate your effort in having Mr. Brooks reappointed to our Board. As you know, he has been a tremendous asset to the Fire Pension Board. Mr. Brooks always takes his fiduciary responsibility to the Plan seriously while being mindful of ways to help keep the City's cost as low as possible. We feel he is not only an asset to the City, but to our Fire Pension Board as well.

Please let me know if you need any further detail.

A day is nothing without positive thoughts, good hopes and sweet dreams. Make it a good one.

*Denise McNeill, Partner
Resource Centers, LLC*

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Mr. Bobbie E. Brooks, Jr.
Principal

Mrs. Jessica Jelk-Cook
Assistant Principal

Dear City Council Members,

I am submitting my application to renew my term to serve as a trustee for the Riviera Beach Firefighter's Pension fund. I have had the privilege of serving in this role the past 12 years and am proud of the accomplishments of the board in the midst of numerous changes in the states pension system.

I truly believe that each member within their respective communities needs to contribute to the advancement of their neighborhoods and this is one of the avenues where I am able to give back to the city in which I was raised and currently reside. Please consider my application for re-appointment to the City of Riviera Beach Firefighter's Pension Board.

Thank you for your time and consideration.

Bobbie E Brooks, Jr

Chairman of Riviera Beach Firefighter Trustee Board



APPLICATION FOR CITY OF RIVIERA BEACH ADVISORY BOARD

Please Note: Pursuant to 119.07 F.S. the information provided in this application is considered to be public record, except as provided by law

Board Applying For: Firefighters

Name: Bobbie Brooks Home Address: 1050 W. 4th St.
City: Riviera Beach State: FL Zip Code: 33404 Home Phone No: 561-848-1292
Work Phone No: (561) 653-5204 Email Address: BrooksJr68@aol.com

Are you currently serving on a City Board or Committee? (YES) (NO)
If so please indicate name: Firefighters Date of Service(s) 2004 - Present
Are you available for day time meetings () NO evening meetings (X)

What would you hope to accomplish by participating if you are appointed?
Assist in the governance of pension funds and policies
to ensure the promotion of financial stability for those
who have served the city.

Present Employer: Palm Beach School District Position: Principal
Address: 1101 Golf Ave City: WPB State: FL Zip: 33401
Profession: Educator Length: 26 years
How long have you practiced the above profession? 26 years
Preferred mailing address: BrooksJr68@aol.com

Could your occupation or employment present a conflict of interest on municipal subject matters discussed or decided upon by the Advisory Board? (YES) (NO) (NOT SURE)

Please explain: _____

Please explain your knowledge, experience, and interest in municipal functions; municipal charter, financing, Florida Constitution, and Florida Statutes pertaining to municipal law; if none, provide your experiences or skills in dealing with business or communication:

I am a certified public pensions trustee through the Florida Public Pension Trustee Association (FPPTA). I have 12 years of experience in working with the pension plan.

EDUCATIONAL BACKGROUND

Degree or Certificate	Institution	Course of Study
BS in Mathematics	Bryan College	Mathematics
MS in Educational Leadership	North-Southeastern Univ.	Ed Leadership

Are you registered and actively Vote in Palm Beach County? (YES) (NO)

Are you currently participating in civic or community activities? (YES) (NO)

If yes, explain: Kappa Alpha Psi Mentoring Program

I understand the duties, rules and time commitment to the Advisory Board to which I have applied:

[Signature] 3-9-16
Signature Date

How did you learn about the Advisory Board?

City's website () Community group () Newspaper () Other (X)

If you desire, resume may be attached; Florida Law may require you to file a Financial Disclosure Form, if so you will be notified upon appointment to a City Advisory Board.

Please return application and resume to:

Office of the City Clerk
600 West Blue Heron Blvd.
Riviera Beach, FL 33404

FOR USE BY CITY OF RIVIERA BEACH

Appointment by: _____ Date: _____ Expiration Date: _____

Orientation Date: _____ Notified by City Staff _____

FIRE PENSION BOARD MEMBER DUTIES

The board of trustees shall be a legal entity which, in addition to other powers and responsibilities contained in this section, shall have the power to bring and defend lawsuits of every kind, nature and description. The trustees shall by a majority vote elect a chairman and a secretary. The secretary of the board shall keep a complete minute book of the actions, proceedings or hearings of the board. The trustees shall not receive any compensation as such, but may receive expenses and per diem as provided by law. The board of trustees may:

- (1) Invest the assets of the firefighters' pension fund as authorized by F.S. ch. 175, including but not limited to real estate, which may be in the form of commingled ownership. The board of trustees may invest not more than five percent of its assets in the common stock or capital stock of any one issuing company, nor exceed five percent of the outstanding capital stock of that company, nor shall the aggregate of its investments in common stock at cost exceed 60 percent of the assets of the fund.
- (2) Issue drafts upon the firefighters' pension trust fund pursuant to F.S. ch. 175; all such drafts shall be consecutively numbered, and be signed by the chairman and secretary and shall state upon their face the purposes for which the drafts are drawn. The board of trustees or other designee shall retain such drafts when paid as permanent vouchers for disbursements made, and no money shall otherwise be drawn from the fund.
- (3) Finally decide all claims to relief under the board's rules and regulations and pursuant to the provisions of this article.
- (4) Convert into cash any securities of the fund.
- (5) Keep a complete record of all receipts and disbursements and of the board's acts and proceedings.

RIVIERA BEACH FIREFIGHTERS PENSION BOARD MEMBERS

KIRK HENDERSON, - APPOINTED
1240 MORSE BLVD.
RIVIERA BEACH, FL 33404
DISTRICT 1 Term Expires 7/30/19

PAUL WRIGHT APPOINTED
FIRE DEPARTMENT
CITY OF RIVIERA BEACH
600 W. BLUE HERON BLVD.
RIVIERA BEACH, FL 33404
FIFTH MEMBER Term Expired 05/31/18

BOBBIE BROOKS, JR.- APPOINTED
1050 W. 4TH STREET
RIVIERA BEACH, FL 33404
DISTRICT 3 Term Expired 2/28/16

HARRY FREEMAN, JR- SEAT TWO
FIRE DEPARTMENT
CITY OF RIVIERA BEACH
600 W. BLUE HERON BLVD.
RIVIERA BEACH, FL 33404
EMPLOYEE MEMBER Term Expires 6/30/17

KENNETH BRACK – SEAT ONE
FIRE DEPARTMENT
CITY OF RIVIERA BEACH
600 W. BLUE HERON BLVD.
RIVIERA BEACH, FL 33404
EMPLOYEE MEMBER- Term Expires 6/30/19

The Board meets quarterly at 4:30 p.m. in the Fire Department Training Room.