



Memorandum

TO: Board of Administration, Police &
Fire Department Retirement Plan

FROM: Melissa Lopez

SUBJECT: Rescind Retirement Application for
Police Officer Michelle A. Hinch

DATE: 06/25/2024

RECOMMENDATION

Rescind the retirement application with the retirement effective date of July 20, 2024 for Ms. Michelle Hinch, Police Officer.

BACKGROUND

At the June 06, 2024 Board meeting, the Police & Fire Department Retirement Plan Board of Administration approved the service retirement date of Officer Hinch effective July 20, 2024. However, email notification from Officer Hinch was received June 24, 2024 requesting her application be rescinded.

ANALYSIS

Officer Hinch is requesting that the Board approve her request to rescind her application and remove her from the Retirement process at this time.

Melissa Lopez _____

Melissa Lopez
Analyst

Enclosure