

**CITY OF PALMETTO
POLICE OFFICERS' PENSION
BOARD OF TRUSTEES
November 28, 2016 - 11:00 A.M.**

Board Members Present:

Mike Stinson, Chair
Mike Fuller, Secretary
Michael Becks
Coby Gaulien

Board Members Absent:

Ryan LaRowe

Staff and Others Present:

John Thinnes, Bogdahn Group
Mindy Johnson, Salem Trust
Scott Christiansen, Board Attorney
Amber Foley, Assistant City Clerk

Chair Stinson called the meeting to order at 11:00 a.m.

1. AGENDA APPROVAL

Motion: Mr. Gaulien moved, Mr. Becks seconded, and the motion carried 4-0 to approve the November 28, 2016 Police Officers' Pension Board agenda.

2. PUBLIC COMMENT

None.

3. APPROVAL OF MINUTES

Motion: Mr. Becks moved, Mr. Fuller seconded, and the motion carried 4-0 to approve the August 29, 2016 minutes.

4. APPROVAL OF EXPENSES

- A) Christiansen and Dehner: Invoices Dated 8/31/2016 and 9/30/2016
- B) Sawgrass Asset Management-High Quality Core Fixed Income Invoice
- C) Sawgrass Asset Management-Diversified Large Growth Equity Invoice
- D) Bogdahn Group Invoice #19570
- E) Anchor Capital Advisors Invoice for period 9/30/2016
- F) Salem Trust Invoice for period 9/30/2016
- G) Florida Municipal Insurance Trust #0460
- H) FPPTA Renewal

Motion: Mr. Becks moved, Mr. Fuller seconded, and the motion carried 4-0 to ratify the paid expenses as presented.

5. 2017 BOARD MEETING DATES

All meeting dates will be held at 11:00 AM

- February 27, 2017
- May 22, 2017
- August 28, 2017
- November 27, 2017

Motion: Mr. Gaulien moved, Mr. Fuller seconded, and the motion carried 4-0 to approve the 2017 Board meeting dates.

6. INVESTMENT REVIEW

John Thinnis, Bogdhan Group, addressed a letter that is included as page 1 of the Presentation from Mike Welker, President of Bogdhan. The letter states that there will be rebranding of the Group with Bogdahn no longer being the name. Mr. Thinnis is unsure of what the new name or rebranding will be.

Mr. Thinnis presented the end of quarter review noting that the Portfolio was valued at \$11,464,804 a gain of \$222,886 since last quarter. He noted that no rebalancing of the Portfolio was necessary at this time. In October 2015 the Plan was valued at \$10,481,140 and has increased by a little less than \$1 million in a year. Mr. Thinnis indicated that he will be monitoring the performances of Sawgrass and Templeton over the next quarter.

Mr. Fuller questioned the alternatives to Sawgrass or just diversify the Portfolio more by pulling some equity out of Sawgrass. Mr. Thinnis discussed Sawgrass and could see the Portfolio becoming more diversified over the next year out of Sawgrass. He would prefer to keep Sawgrass but make more diversification for the Plan. He reminded the Board that Sawgrass has about 25 percent of the Portfolio. Mr. Thinnis plans to bring forward a study at the next meeting starting with Sawgrass.

7. SALEM TRUST FEE DISCUSSION

Mindy Johnson, Assistant Vice President, introduced Ashely Pelletier who is part of the team.

Ms. Johnson handed out a letter regarding the Salem Trust Service Report. She explained the fee structure stating that the agreement dated July 2010 has a flat fee of \$7,000 which includes 300 security trades and 240 monthly benefit payments. Additional trades are \$5.00 each and additional payments are \$3.00 each; the additional fee charges have not been assessed on the Plan with only the flat fee of \$7,000 being assessed. On the handout it shows that 1,066 trades have been occurring and not being accurately charged with 279 benefit payments and the extra 39 not being appropriately charged. The last column on the handout gives an estimate of \$8,444.00 as the new fees effective 10/1/2017 if the trades and the benefits were the same as what has occurred this year.

8. FY 2015-2016 ACTUAL PLAN EXPENSE

Motion: Mr. Fuller moved, Mr. Gaulien seconded, and the motion carried 4-0 to approve the FY 2015-2016 Actual Plan Expenses.

9. BENEFITS DISBURSEMENT APPROVAL

A. DROP PARTICIPANT

- NONE

B. TERMINATED NON-VESTED EMPLOYEES

- NONE

C. TERMINATED VESTED EMPLOYEES

- NONE

D. RETIRED EMPLOYEES

- NONE

E. DECEASED RETIREES

- NONE

F. DECEASED ACTIVE EMPLOYEE PAYOUT

- NONE

Action Request: Motion to approve the benefit disbursements as presented. (NO ACTION NECESSARY)

10. NEW MEMBER ACKNOWLEDGEMENT (*Informational Only*)

- Christopher Huddleston
- Jennifer Vila

11. ATTORNEY CHRISTIANSEN'S REPORT

Attorney Christiansen announced that Mike Stinson was elected as a Trustee for another two-year term; there was no voting or ballot as he ran unopposed. Mr. Gaulien's term expires at the end of the year and he will need to be reappointed by the City Commission for another two year term; he would like to be reappointed. Ms. Foley will add his reappointment to the next available City Commission agenda.

Attorney Christiansen reminded Ms. Foley to add the selection of the Board Secretary to the next agenda. It was questioned if the reappointment could be done now at this meeting.

Motion: Mr. Gaulien moved, Mr. Becks seconded, and the motion carried 4-0 to reappoint Mr. Mike Fuller as the Secretary for the Board.

Mr. Christiansen asked Ms. Foley to submit the PL-2 to the City along with fiscal yearend summary of the Plan's performance to the City Commission.

It was confirmed that the State money was received in the amount of \$114,200.

12. PLAN ADMINISTRATOR'S REPORT

The Board was reminded of the FPPTA Winter Trustees School in January 29 to February 1 in Orlando.

Mr. Fuller stated he would like to enroll in the Certified Public Pension Trustees (CPPT) program if the Board would approve it and he would start at this year's conference in the program.

Motion: Mr. Becks moved, Mr. Gaulien seconded, and the motion carried 4-0 to authorize Mike Fuller to enter into the CPPT Program.

Mr. Fuller requested a peer group ranking regarding how this Plan compares to others as far as actuarial assumptions go.

Chair Stinson adjourned the meeting at 11:58 a.m.

Minutes approved: February 27, 2017

Mike Fuller

Mike Fuller
Secretary