

City of Eustis, Florida

Meeting Minutes- Final

Eustis Police Pension Board

Wednesday, February 12, 2014

3:30 p.m.

Eustis Library

CALL TO ORDER: Sgt. Gary Winheim – 3:34 p.m.

ACKNOWLEDGEMENT OF QUORUM AND PROPER NOTICE

Present: 3- Sergeant Gary Winheim
John Sommer
Lieutenant Kenneth Birkhofer
Sergeant Danny Provencher

I. AGENDA UPDATE- None

II. APPROVAL OF MINUTES

A quorum was present. A motion was made by Danny Provencher to approve the minutes from December 11, 2013, special meeting. The minutes were unanimously approved by the Board.

III. PRESENTATIONS

None

IV. AGENDA

- a. Meeting called to order and it was acknowledged a quorum was present.
- b. Minutes were approved for special meeting held on December 11, 2013.
- c. Steve Stack, ICC Capital Management, presented information from the ICC Management's quarterly report (10/1/13 to 12/31/13). The report indicated the pension fund on the value side is up 10.19% for the quarter. In comparison, the S&P 500 is up 10.51%. The value side is up 32.37% for one year (1/1/13 to 12/31/13) compared to the S&P 500 which is up 32.39% for the year. On the international side the ADR value is up 7.31% for the quarter. In comparison, the MSCI EAFE is up 5.71%. The ADR is up 24.06%

for one year (1/1/13 to 12/31/13) compared to the MSCI EAFE which is up 22.78%. Steve indicated the investments are doing well.

- d. Mark Holder, Wells Fargo Advisors, presented the Wells Fargo Advisors quarterly report. The portfolio has reached \$14,505,809 up from \$13,470,039 last quarter. The difference is \$967,769 from last quarter to this quarter. The domestic stock portfolio was up 10.05% this quarter and the S&P 500 was up 10.51%. The domestic stock portfolio provided a -.46% less return than the S&P 500 for this quarter. International stocks were up 7.69% for the quarter, compared to MSCI EAFE which was up 5.71%. The pension fund's international stocks had a 1.98% greater return than did the MSCI EAFE. Bonds were down -0.06%, compared to Barclays Govt/Credit -0.03%. The bond return was -0.03% less than Barclays Govt/Credit. Big returns in bonds will not happen as interest rates struggle and continue to increase. Our investment is very conservative in its bond investments. All in all it has been a very good year.
- e. Bill Furnas, Furnas & Bharosay, LLC, there is nothing unusual with the cash receipts and disbursements. The State Annual Report is complete. Worksheets have been provided to the Gabriel, Roeder, Smith & Company and the actuary report should be completed within eight weeks. The auditors have completed an audit of the pension funds' account and there were no problems with the audit.
- f. Kenneth Birkhofer discussed the need of a plan administrator. The board agreed to look at the cost effectiveness of this service and reevaluate it during the next quarterly meeting. A "Request for Proposal" (RFP) will be sent to different plan administrators to provide pricing.
- g. Operating Rules and Procedures for the City of Eustis Police Officers' Pension Trust were presented for adoption. A motion was made by Gary Winheim to adopt the procedures. John Sommer seconded the motion. A vote was taken and the Operating Rules and Procedures were adopted by the unanimous vote of the Board members.
- h. Attorney Report: There are two disability retirement applications pending. The applicants (Patricia Raslowsky and Tim Horton) have been provided with a form with interrogatories to complete. These forms have been completed and returned by both applicants. As medical records are obtained initial hearings shall be scheduled for each applicant. Tim Horton's medical records have been received and Kenneth Birkhofer made a motion to schedule an independent medical evaluation (IME) for Tim Horton. Danny Provencher seconded the motion. A vote was taken and the Board unanimously voted to schedule the IME for Horton. A special meeting is scheduled for March 12, 2014.

V. AUDIENCE TO BE HEARD

VI. FUTURE AGENDA ITEMS

- a. Call to Order
- b. Acknowledgement of Quorum and Proper Notice.
- c. Approval of minutes for February 12, 2014.
- d. Public input
- e. Initial hearing for Tim Horton's disability claim
- f. Review/Revise Rule17.1, City of Eustis Police Officers' Pension Trust Fund Operating Rules and Procedures
- g. And any other matters of new or old business properly before the Board.

VII. COMMENTS - None

VIII. ADJOURNMENT- 4:58 p.m.