

City of Gulfport General Employees' Pension Fund

Minutes: Meeting of January 18, 2018

1. CALL TO ORDER

Blake called a meeting of the Board of Trustees for the Gulfport General Employees' Pension Fund to order at 1:05 PM.

2. ROLL CALL

Those persons present included:

TRUSTEES

Blake Boyer, Chair
Carmen Soto-Torres, Secretary
Dwayne Stefanski
Larry Cooper
Marjorie Milford
Paul Rousseau

OTHERS

Audrey Ross & Richard Manzo, Resource Centers
Scott Christiansen, Christiansen & Dehner
Jack Evatt & Jennifer Gainfort, AndCo Consulting
Patrick Donlan, Foster & Foster
Leslie DeMuth, City Clerk

3. PUBLIC COMMENT

Ms. DeMuth stated that she received a public records request and needs a copy of all the Plan minutes going back as far as possible. She stated that the Resource Centers website did not have all the achieve minutes posted out there. Ms. Ross stated that she would check into it but she does not know how far back her office has the minutes as not a lot of Plan documents were provided when they took over the administration.

4. MINUTES

The Trustees reviewed the minutes from the October 19, 2017 regular meeting.

Marjorie Milford made a motion to approve the minutes from the October 19, 2017 meeting as presented. Carmen Soto-Torres seconded the motion, approved by the Trustees 6-0.

5. REPORTS

Patrick Donlan, Foster & Foster

9/30/2017 Actuarial Valuation Report

Mr. Donlan reviewed the City's contributions for the upcoming fiscal year and stated that overall they decreased because the City overfunded last year. He reported that the actuarial net rate of return this year was 13.33% although they still have a negative year from 2015 which will drop off in 2 years because of the 4 year smoothing. Mr. Donlan stated that the City will only pay the normal costs this year because the actuarial unfunded liability is overpaid. As of September 30, 2017 there were 70 active members with 15 new hires during the year. There were 4 retirees and 11 terminations as well. Mr. Donlan stated that overall the Plan is doing very well.

Dwayne Stefanski made a motion to approve the September 30, 2017 actuarial valuation as presented. Larry Cooper seconded the motion, approved by the Trustees 6-0.

Mr. Donlan presented the Board with a fee increase letter from Foster & Foster regarding the new online filing requirements from the Division of Retirement. They are now required to file the Actuarial Valuation online each year by inputting all the data directly onto the Division of Retirements website. The initial cost to set this up is \$750 and then there is an annual fee each year after of \$500 to update the new information.

Blake Boyer made a motion to approve the Foster & Foster fee increase as presented and to direct Mr. Christiansen to do an updated addendum to their contract. Larry Cooper seconded the motion, approved by the Trustees 6-0.

Jack Evatt & Jennifer Gainfort, AndCo. Consulting

12/31/2017 Quarterly Performance Report:

Mr. Evatt briefly reviewed the market environment during the quarter and noted that some tax changes occurred, but the market anticipated them so there was not a huge impact. He reviewed the Plan's asset allocation and noted that it was inline with the policy target rangers. They ended the quarter with \$16,277,362 in assets, which is a net return of 3.05% versus the index at 3.32%. Overall the fund did well as well as most of the managers. Mr. Evatt did not have any recommendations at this time for rebalancing or regarding any of the managers. The Trustees had a lengthy discussion on the market outlook and what they should be looking into going forward. Mr. Evatt explained that this Plan is more on the conservative side so if the market starts to normalize out then they are still in a good position compared to other Plan's that are more market volatile.

Attorney Report (Scott Christiansen, Christiansen & Dehner)

Mr. Christiansen notified the Board that the COLA Ordinance did pass.

Mr. Christiansen stated that it is time to reselect the Chairman as it is required every 2 years.

Dwayne Stefanski made a motion to approve Blake Boyer to continue as Chairman. Larry Cooper seconded the motion, approved by the Trustees 6-0.

Mr. Christiansen stated that he needs the Board's authorization to update the Plan's Summary Plan Description as it is required every 2 years as well.

Marjorie Milford made a motion to authorize the Plan's Attorney to update the Summary Plan Description. Blake Boyer seconded the motion, approved by the Trustees 6-0.

Lastly Mr. Christiansen stated that each year the Board needs to set the Plan's assumed rate of return for next year, the year after and the long term.

Blake Boyer made a motion to set the Plan's assumed rate of return at 7.75% for this year, next year, and the long term thereafter. Larry Cooper seconded the motion, approved by the Trustees 6-0.

Ms. Ross noted that she would file the required year end letters.

Administrator Report (Audrey Ross & Richard Manzo, Resource Centers)

Ms. Ross introduced Mr. Manzo to the Board and stated that he works out of the Resource Centers Ft. Myers office and was just here to observe today.

6. PLAN FINANCIALS

The Trustees reviewed the Warrant dated January 18, 2018 for payment of invoices.

Blake Boyer made a motion to authorize the Warrant dated January 18, 2018. Larry Cooper seconded the motion, approved by the Trustees 6-0.

The Trustees reviewed the list of members that will be issued a COLA increase due to the recent Ordinance that was passed.

Carmen Sotto-Torres made a motion to approve the COLA list as presented. Larry Cooper seconded the motion, approved by the Trustees 6-0.

7. OTHER BUSINESS

N/A

8. NEXT REGULAR MEETING

The Trustees previously set the schedule for the next regular quarterly meeting on Thursday, April 19, 2018 at 1:00 pm.

9. ADJOURNMENT

There being no further business, Blake Boyer made a motion to adjourn the meeting at 1:54 PM. Larry Cooper seconded the motion, approved by the Trustees 6-0.

Respectfully submitted,

Carmen Soto-Torres, Secretary