

*City of Gulfport Municipal Police Officers' Trust Fund*  
**Minutes: Meeting of July 15, 2021**

**1. CALL TO ORDER**

Jason Motte called a meeting of the Board of Trustees for the Gulfport Municipal Officers' Police Trust Fund to order at 4:00 PM.

Those persons present included:

TRUSTEES

Jason Motte, Chair  
Thomas Woodman, Secretary  
Biff Lagan  
Larry Tosi (Joined at 4:03PM)  
Michael Vandenberg

OTHERS

Scott Christiansen, Christiansen, & Dehner (Attorney)  
Dale Everhart, Resource Centers (Administrator)  
Jennifer Gainfort, AndCo. Consulting (Consultant)  
Lynn Skinner, Salem Trust(Custodian)

**2. APPROVAL MINUTES: Meeting April 15, 2021**

The Trustees reviewed the minutes of the April 15, 2021 meeting.

Michael Vandenberg made a motion to approve the minutes of the April 15, 2021 meeting. Thomas Woodman seconded the motion, approved by the Trustees 4-0

**3. APPROVAL MINUTES: Meeting June 19, 2021**

The Trustees reviewed the minutes of the June 19, 2021 meeting.

Michael Vandenberg made a motion to approve the minutes of the June 19, 2021 meeting. Thomas Woodman seconded the motion, approved by the Trustees 4-0.

Larry Tosi entered the meeting at 4:03PM.

**4. REPORTS**

**A. Investment Report**

**1) Quarterly Performance Report (Jennifer Gainfort, AndCo Consulting)**

Jennifer Gainfort stated that US equities were at an all time high in the 2<sup>nd</sup> quarter of the calendar year. She stated that inflation has increased due to several factors. First, air fares were up 24.6%, and hotels increased by 16.9%, due in part to a "catch up" following the pandemic. There was also an increase due to supply shortages, particularly in used cars. Restaurants prices increased due to a labor shortage and higher wages. Finally, rent rates have increased.

Small cap stocks lagged for the quarter. Growth stocks reemerged as a leader over value. The Fed is committed to low interest rates going forward. In international equities, growth also outperformed value.

The market value of the Fund was \$14,123,410 as of June 30, 2021. Domestic Equities were observed to be over-weighted and close to the top of the allocated range. Jennifer Gainfort recommended a rebalancing of the portfolio.

Michael Vandenberg made a motion to sell \$70,000 of the Dana Core Equity, and \$70,000 of the Vanguard 500 Index Admiral, and to purchase \$140,000 of the Agincourt Fixed Income. Thomas Woodman seconded the motion, approved by the Trustees 5-0.

Income and appreciation for the quarter totaled \$736,280. Total fund gross return for the quarter was 5.49% vs the total fund gross policy return of 5.18%. Fiscal year to date return was 20.05%, compared to a policy return of 17.83%.

Dana Core Equity was observed to have slightly underperformed due to its value tilt. Agincourt performed well against its benchmark. ARA Core Property Fund showed a great return.

Ms. Gainfort proposed a fee increase for AndCo. The current fee (\$17,000) was set in 2017, and guaranteed for 3 years. Ms. Gainfort recommended an increase to \$19,000 effective 10/1/21 with a 3 year guarantee.

Michael Vandenberg made a motion to approve an increase in fees to AndCo to \$19,000, effective 10/1/21 and guaranteed for 3 years, and further moved to authorize legal counsel, Scott Christiansen, to do an addendum to the existing agreement with AndCo to reflect the change in fees. Biff Lagan seconded the motion, approved by the Trustees 5-0.

#### B. Attorney Report (Scott Christiansen, Christiansen & Dehner)

Mr. Christiansen informed the Board that all members had submitted Form 1, the Financial Disclosure Form, for the year ending December 31, 2020.

Mr. Christiansen asked if the Summary Plan Description approved at the last Board meeting had been distributed. Mr. Everhart indicated that the document had been provided to Gulfport Human Resources for distribution to active members. This was confirmed by Human Resources staff.

Mr. Christiansen informed the Board that premium taxes are soon due to be submitted to the City of Gulfport.

Mr. Christiansen informed the Board that no legislation affecting the pension plan had passed in the most recent legislation session in Tallahassee.

Mr. Christiansen provided the Board with a proposed ordinance changing the minimum distribution age from 70 ½ to 72, which reflects that which is contained in the Internal Revenue Code.

Michael Vandenberg made a motion to approve the proposed ordinance increasing the minimum distribution age from 70 ½ to 72. Larry Tosi seconded the motion, approved by the Trustees 5-0.

Mr. Christiansen indicated that he would forward the proposed ordinance to the City of Gulfport for action.

#### C. Custodian Report (Lynn Skinner, Salem Trust)

Ms. Skinner explained the duties of Salem Trust as Custodian of the pension plan. She stated that Salem has been the Custodian of the plan since 2006. Duties include holding the assets of the plan,

rebalancing as directed, making benefit payments, paying invoices for the plan, issuing statements, and maintaining and updating signature forms.

**D. Administrator Report (Dale Everhart, Resource Centers)**

Mr. Everhart stated that the Plan's Fiduciary Liability Insurance term expires on 7/31/21, and a renewal quote was contained in the Board package. He stated that the term of the policy renewal is for one year, beginning on August 1, 2021. The carrier indicated that there were no changes in coverage on the renewal, and that the quote was \$2,706, a 1.8% increase from the previous year.

Michael Vandenberg made a motion to approve the procurement of the fiduciary liability insurance for the period of one year, beginning August 1, 2021. Thomas Woodman seconded the motion, approved by the Trustees 5-0.

**5. PLAN FINANCIALS**

**A. Disbursements: Warrant dated July 15, 2021**

The Board reviewed the warrant dated April 15, 2021. A discussion ensued concerning current consultant costs, and the Board's ability to issue an RFP for any existing consultant services.

Larry Tosi discussed getting a list of current retirees and beneficiaries. Lynn Skinner from Salem Trust indicated that Salem does a monthly death search using a number of sources to ensure benefit payments are being appropriately made.

Michael Vandenberg made a motion to approve the warrant dated July 15, 2021. Biff Lagan seconded the motion, approved by the Trustees 5-0.

**B. Benefit Approval Dated July 15, 2021**

The Board reviewed the Benefit Approval document.

Michael Vandenberg made a motion to approve the Benefit Approval dated April 15, 2021. Biff Lagan seconded the motion, approved by the Trustees 5-0.

**6. OTHER BUSINESS**

A discussion took place concerning the history of Cost of Living Increases for Police retirees, with the last increase confirmed to having occurred in 2018. Cost of living increases for Gulfport firefighters were also discussed.

Larry Tosi was advised that he would be provided with a list of current retirees and survivors on the Gulfport Firefighter's pension payroll.

**7. PUBLIC COMMENT**

There was no public comment.

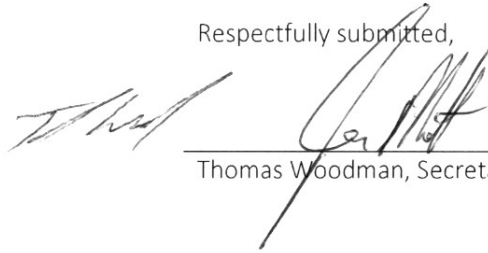
**8. SCHEDULED NEXT REGULAR MEETING**

Thursday, October 21, 2021 at 4:00PM

**9. ADJOURNMENT**

The meeting adjourned at 5:04pm.

Respectfully submitted,

A handwritten signature in black ink, appearing to be 'T. Woodman', is written over a horizontal line.

Thomas Woodman, Secretary