

Village of North Palm Beach Police and Fire Pension Fund

MINUTES OF MEETING HELD

August 10, 2021

Chairman Robert DiGloria called the meeting to order at 2:00 PM in the conference room of the North Palm Beach Village Hall located at 501 US Highway One, North Palm Beach, FL. Those persons present were:

TRUSTEES PRESENT

Robert DiGloria, Chairman
Edward Ciezak
Erik Jensen
Robert Coliskey
Frank Winewski

TRUSTEES ABSENT

OTHERS PRESENT

Amanda Kish, Resource Centers
Bonni Jensen, Klausner Kaufman Jensen & Levine
Steve Stack, Highland Capital
Kerry Richardville, AndCo
Sara Carlson, Foster and Foster

ITEMS FROM THE PUBLIC

There were no public comments.

MINUTES

The minutes from the May 2021 had been presented for the Trustees review and approval.

Robert Coliskey made a motion to approve the minutes dated May 2021. The motion received a second from Frank Winewski and was approved by the Trustees 3-0.

DISBURSEMENTS

Mrs. Kish reviewed the disbursements which had been presented in the Trustees Packets.

Edward Ciezak made a motion to approve all disbursements. The motion received a second from Robert Coliskey was approved by the Trustees 4-0.

EXPERINCE STUDY

Mrs. Carlson introduced herself to the Board. She presented Experience Study to the Board. Mrs. Carlson provided a summary of the recommended assumption changes. The recommended changes were Amortization Method, Investment Return, Salary Increases, Mortality Rates, Retirement Rates and Withdrawal Rates. Mrs. Carlson reviewed each assumption change in detail. If the Board adopts all the changes the city contribution will increase to 5.45% with a funding ration 89.7%. The Board held discussion regarding the assumption changes. Mrs. Carlson recommended item 6 combination of the investment return remaining at the 7.70%. Mrs. Richardville suggested lowering the investment return in a step-down approach because of the over performance in the fiscal year. Mrs. Carlson reviewed item 5 which is combination of the actuarial assumption and lowering the investment return 10 basis points. The Board suggested taking time reviewing the assumption changes. The Board suggested a discussion at the November meeting.

Mrs. Jensen informed the Board that they will need to make a motion for Edward Ciezak to participate and vote virtually.

Robert Coliskey made a motion to approve Edward Ciezak to vote and attend the meeting virtually due to exigent circumstances. The motion received a second from Frank Winewski was approved by the Trustees 4-0.

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HIGHLAND CAPITAL

Steve Stack of Highland Capital appeared before the Board to present the Quarterly Manager Report for the quarter ending June 30, 2021. He reported on the current market environment Growth out continued to outperformed value. He reviewed the total return summary stating the cumulative return for the quarter was 4.92% compared to the benchmark 5.60%. The asset allocation was \$18,76,210.00 for the quarter ending June 30, 2021. Mr. Stack did not recommend any changes to the portfolio and thinks that it is positioned nicely.

ANDCO

Mrs. Richardville appeared before the Board to present the Investment Report for the quarter ending June 30, 2021. The Board asset classes had positive returns. The US economy continues to recover as the vaccines are being distributed. Mrs. Richardville continued to review the market environment. The asset allocation increased from \$31,736,532.00 to \$33,883,793.00 Mrs. Richardville went on to review the quarterly report in detail explaining it was a positive return for the quarter which was 6.15% placing in the 3rd percentile. The fiscal year date return was 20.39.% compared to the benchmark of 18.23%. She further reported equities were up 8.29% beating the policy of 8.09%, total fixed income 1.77% versus the bench of 1.83%. Real Estate was up for the quarter at 4.03 versus the benchmark of 4.39%. Mrs. Richardville continued to review the individual manager performances. Richardville stated that fiscal year performance is outstanding.

ATTORNEY REPORT

Administrative Policy of the DROP:

Mrs. Jensen presented the revised Administrative Policy to the Board. The revision to policy states the latest retirement date. The member can wait until they reach fifty-five years of age or anytime in between. The Board stated that the members should be made aware.

Robert Coliskey made a motion to approve Revised DROP Policy. The motion received a second from Edward Ciezak was approved by the Trustees 4-0.

ADMINSTRATORS REPORT

2021-2022 Conference List

Mrs. Kish presented the 2021-2022 Conference List to the Board. She informed the Board that if the Trustees are interested in attending a conference, she can provide further information.

SOC 1 Memorandum

Mrs. Kish presented the SOC 1 Memo to the Board. The memo provides and overview of our firms audit and the auditor's opinion.

Benefit Approval

Mrs. Kish presented Benefit Approval for August 11, 2021

Robert Coliskey made a motion to approve the presented Benefit Approval. The motion received a second from Robert Coliskey and was approved by the Trustees 4-0.

Mrs. Kish addressed the Alive and Well letters. She stated that all the retirees returned the letters. The Board held a discussion regarding the continuation of the Alive and Well letters. Mrs. Jensen reviewed the benefits of the Alive and Well Letters. A lengthy discussion ensued regarding the letters. The Board suggested bring a policy back regarding the Alive and Well Letter.

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Erik Jensen made a motion to adjourn the meeting at 2:50 PM. The motion received a second from Edward Ciezak and was approved by the Trustees 4-0.

Respectfully submitted,

Robert Coliskey