



City of Temple Terrace Fire Department Pension Board

Ian Kemp, Chairman; Chris Damico, Vice-Chairman; Gerald Terenzi;
Secretary, Andrew Ross, City Mayor; Charles Stephenson, City Manager

MINUTES OF THE MEETING HELD February 11, 2021

1. CALL TO ORDER,

Chairman Ian Kemp called a Hybrid Meeting to order at Public Library 202 Bullard Pkwy, Temple Terrace, FL 33617.

The Board had a quorum for the quarterly meeting. Those persons present included:

TRUSTEES

Ian Kemp, Chairman
Chris Damico, Vice-Chair
Gerald Terenzi, Secretary
Mayor Andy Ross, Trustee
Charles Stephenson, Trustee

OTHERS

Amanda Kish, Resource Centers
Bonnie Jensen, Klausner, Kaufman, Jensen & Levinson
Kerry Richardville, AndCo Consulting
Patrick Donlan, Foster, and Foster
Danielle Guerra, Disability Claimant
Andrew Pickett, Disability Attorney
Court Reporter

2. PUBLIC COMMENTARY

3. ACTUARY REPORT:

Experience Study: Mr. Donlan presented the experience study to the Board. He reviewed the plans actuarial assumption and the recommend changes. He suggested making changes to the Investment Return, Salary Growth and Payroll Growth. The investment return is currently at 7.5%, most plans are lowering the return. He stated that the Investment return should continue to be lowered. The city cost would increase \$300,000.00 if the Plan lowered the investment return by 1%. The Board is currently using a flat 6.5% on salary increase. The assumption is consistent with the salary growth. Mr. Donlan suggested going to 8.5% for the first year and 5.5% the remaining years. The suggested assumption would lower the contribution rate. The payroll growth assumption is 3.00%. The suggested payroll growth assumption should be 0.0%. This would increase the payment this year, but it would be consistent amortization. The suggested changes will be for the 2021 Valuation. Mr. Donlan reviewed the normal and early retirement assumptions. He reviewed the assumption changes and the required contribution amounts. The Board held a discussion regarding the assumption changes. The Board suggested providing the city with information.

Gerald Terenzi, made a motion to table the experience study to the August Meeting Christopher Damico seconded the motion, approved by the Trustees 4-0.

4. INVESTMENT REPORTS

AndCo: (Kerry Richardville)

Ms. Richardville reviewed the market environment and returns. The total asset allocation as of the quarter end December 31, 2020: \$34,324,879.00 was Ms. Richardville reviewed the asset allocation compliance report. The total net return for the quarter was 11.16% below the benchmark of 9.43% The fiscal year return was 12.89% slightly below the benchmark 13.33%. Mrs. Richardville reviewed the sector performance stating that total equity return was 17.88 % compared to the benchmark of 15.26%. Total fixed return was 0.72% compared to the benchmark of .42%. The return on Real Estate was 0.48% compared to the benchmark of 1.35% Total International return for the quarter was 26.92%. Mrs. Richardville informed the Board that Anthony Brookes has left Sawgrass and she recommend placing them on watch. The Board questioned Sawgrasses index and if

they should be benched to something different. Mrs. Richardville suggested changing the index to core index. Mrs. Richardville continued to review the individual managers. Mrs. Richardville recommended rebalancing back to target.

Gerald Terenzi, made a motion to approve the recommendation to take \$500,000.00 from Eagle and \$300,000.00 Clarkstone and allocate to Fixed Income Christopher Damico seconded the motion, approved by the Trustees 5-0.

5. APPROVAL MINUTES:

The Trustees reviewed the Minutes for the meeting of November 12, 2020

Gerald Terenzi, made a motion to approve the Minutes for the meeting held on November 12, 2020 Christopher Damico seconded the motion, approved by the Trustees 5-0.

6. PLAN FINANCIALS

The Trustees reviewed the Warrant dated February 11, 2021, for payment of routine Plan expenses.

Christopher Damico made a motion to approve the Warrant date February 11, 2021. Gerald Terenzi seconded the motion, approved 5-0.

7. ATTORNEY REPORT

Continuation of Informal Hearing: Mrs. Jensen informed the Board that additional records from the City regarding Mrs. Guerra disability have yet to be received by the city. Mrs. Jensen reviewed why the city could not accommodate Mrs. Guerra with light duty position. The claimant terminated her employment prior to the city offering a position. Mrs. Jensen referenced a letter regarding the disability claim. Mrs. Jensen referenced medical records regarding the claimant's disability. The plan attorney stated that this unique situation because the claimant terminated from the city prior to her treatment. Therefore, the Board will not know if she was necessarily injured on the job. Mr. Pickett addressed the Board regarding Mrs. Guerra disability claim. He reviewed additional medical records from Doctor Lopez. Mr. Pickett stated that the Board can take time to review the additional documents once they are received or decide based on what is presented. The Board held a discussion regarding the HR personal records. The Chairman suggested placing the medical records in sequence order. The Board suggested holding a special meeting. The Board held a discussion regarding the disability procedures in the current ordinance. The Board suggested the attorney look at the separation of service while applying for a disability.

Gerald Terenzi, made a motion to continue the informal hearing at the next meeting. Christopher Damico seconded the motion, approved by the Trustees 5-0.

E-Verify: Mrs. Jensen presented the E-Verify memo to the Board. She informed the Board effective January 1, 2021, Pension Plans and service providers that are engaged by the Pension Plan will need to be registered with E-Verify. All future contracts should have a provision regarding E-Verify. Mrs. Kish informed the Board that she will be enrolling the Board and sending letters out to the service providers making them aware that they will need to register.

Policy Regarding Investment Managers: Mrs. Jensen informed she would like the policy adopted for the following reasons: Managers are aware of the guidelines prior to being hired by the Board. The Policy will alleviate some of the back forth with the manager contracts. She reviewed the Policy in detail. The Board questioned the header of the Policy. Mrs. Jensen informed the Board that the language is the same.

The Board held discussion regarding the Election process and electronic elections. Mrs. Jensen stated that she will draft an Election Policy. The Board suggested holding four-year terms.

Gerald Terenzi, made a motion to approve the four year Trustee Term . Christopher Damico seconded the motion, approved by the Trustees 5-0.

8. ADMINSTRATOR REPORT

Memorandum Regarding SOC 1:

Mrs. Kish presented the SOC 1 memo. The Resource Centers SOC 1 was completed, and the auditor gave a clean opinion. The SOC 1 outlines the policy and procedures that are currently in place. The auditor confirms that Resource Centers is following the procedures and policy that are outlined. She stated a copy of the SOC 1 can be emailed.

9. MEETING SCHEDULE:

9:30 am June 30, 2020

10. ADJOURN:

There being no further business, Gerald Terenzi made a motion to adjourn the meeting at 12:35 PM. Ian Kemp seconded the motion, approved by the Trustees 5-0.

Respectfully submitted,

Gerald Terenzi, Secretary