

**TEQUESTA GENERAL EMPLOYEES' PENSION TRUST FUND
REGULAR BOARD MEETING MINUTES
MAY 6, 2019.**

CALL TO ORDER

The Regular Quarterly Board Meeting of the Tequesta General Employees' Pension Trust Fund was held in the Village Hall Council Chambers, 345 Tequesta Drive, Tequesta, Florida, on May 6, 2019. The meeting was called to order at 8:31 a.m.

ROLL CALL

A roll call was requested by Chairman Michael Rhodes. In attendance at the meeting were: Chairman Michael Rhodes, Secretary Bernard Ward, Board Member Michelle Gload, and Board Member Dennis Rick.

Also in attendance were Attorney Bonni Jensen, Pension Administrators Scott Baur and A.C. Lovingood, Investment Monitor Jennifer Gainfort, Dana Investment Advisor Greg Peters, and Fiduciary Trust Amed Avila.

PUBLIC COMMENT

There was no public comment.

APPROVAL OF AGENDA

Upon review of the agenda, The Board requested to add Experience Study, Offer of Employment for Mr. Gibbs, and the Jodi Forsythe Benefits Calculation to the agenda

MOTION:

Board Member Bernard Ward made a motion to approve the amended minutes. Board Member Michelle Gload seconded the motion, which carried by 4-0 vote.

APPROVAL OF MINUTES

1. Tequesta General Employees' Pension Trust Fund Board of Trustees Regular Quarterly Meeting Minutes – February 11, 2019.

The Board reviewed the minutes from the February 11, 2019 Board Meeting, Scott Baur noted a few minor typos and the Board requested a few minor changes to Item 17.

MOTION:

Board Member Bernard Ward made a motion to approve the February 11, 2019 minutes as amended. Board member Dennis Rick seconded the motion, which carried by 4-0 vote

2. Tequesta General Employees' Pension Trust Fund Board of Trustees Special Meeting Minutes – December 20, 2018

The Board reviewed the minutes from the December 20, 2018 Special Board Meeting.

MOTION:

Board Member Michelle Gload made a motion to approve the December 20, 2018 minutes. Board member Bernard Ward seconded the motion, which carried by 4-0 vote

3. Tequesta General Employees' Pension Trust Fund Board of Trustees Regular Quarterly Meeting Minutes – November 5, 2018.

The Board tabled the November 5, 2018 minutes till the next Board Meeting.

PRESENTATIONS**4. Dana Presentation – Greg Peters, Dana Investment Advisors**

Mr. Greg Peters presented the first quarter results of the Dana Investment fund. Mr. Peters started off with a quick review of the 4th quarter's negative performance that was driven by the trade war between The United States and China and partial government shutdown. The 1st quarter of 2019 was up due to favorable conditions. The fixed income fund is up 2.63% beating the benchmark of 2.28%. Corporate bonds were the best performers due to corporate spreads reversing the previous widening that occurred during 2018. Longer maturity corporate bonds, especially lower rated investment grade credit, were the best performers during the quarter. U.S. Government Bonds, including Treasuries and Agencies, albeit positive, were the worst performers as their yields declined during the last few trading days of the quarter.

Mr. Peters then reviewed the equity summary noting that the market environment saw big changes in the first quarter with the U.S. and China appearing to be closer to a trade deal, the government shutdown being a distant memory, and the Federal Reserve now unlikely to raise interest rates. Trustee Michelle Gload asked Mr. Peters if he had heard the President's proposal of tacking on 25% tariffs on Chinese goods. Mr. Peters stated that he was aware of this proposal. The economy is slowing a little and healthcare is trailing this quarter. This trailing is partly due to the discussion on healthcare for all. Mr. Peters noted that the fund did own stock in Boeing, however the stock was sold this past Tuesday and was replaced with stock in Raytheon, who has a five year contract to produce the Patriot Missiles for the US Military.

MOTION:

Board Member Michelle Gload made a motion to approve the Dana Investment Report. Board member Dennis Rick seconded the motion, which carried by 4-0 vote.

5. Quarterly Performance Report as of March 31, 2019 - Jennifer Gainfort, AndCo

Ms. Jennifer Gainfort started her presentation by handing out a two page information packet regarding recessions, inverted yield curves and their historical relationship. She reviewed the correlation between inverted yield curves and its historical relationship to recessions, noting that the idea of an inverted yield curve does not always indicate that a recession is bound to happen, noting the 1965 false signal.

After a difficult end to 2018, the markets rebounded strongly during the first quarter of 2019 with higher risk assets posting the greatest returns. Broad international and domestic equities had double-digit gains during the period as investors overlooked signs of weakening growth in favor of increased accommodation in global monetary policy and progress in global trade negotiations. Domestic stocks outperformed international markets due to the Federal Reserve

shifting their stance on the monetary policy towards a more accommodative posture, the US and China trade relations moved closer to a resolution and the partial government shutdown that began in December came to an end. Ms. Gainfort went on to report that like US markets, international equity investors were encouraged by the general easing in the central bank monetary policy, including the new stimulus measures in Europe and China, as well as the de-escalation of trade tensions with the US. Despite the continued softening in the global macroeconomic data and the lack of certainty around Brexit, international equity index returns finished the quarter in positive territory.

Ms. Gainfort reviewed the asset allocation compliance of the Pension Plan, noting that there is no need to rebalance at this time. The plan earned a return of 9.52% for the first quarter compared to the benchmark of 9.46%, the Fiscal Year to Date return is -0.20% with a benchmark of 0.28%. Ms. Gainfort noted that for the month of April, the fund was up 2%. Domestic Equities were reviewed, noting that Dana Large Cap Core earned 13.57% for the first quarter compared to the benchmark of 13.65%. Chairman Rhodes noted that the three to five year returns are trailing low compared to the benchmark. Ms. Gainfort noted that Dana's strategy is below the benchmark as stated in the Plan's investment policy.

MOTION:

Board Member Bernard Ward made a motion to approve the March 31, 2019 AndCo Quarterly Performance Report. Board member Michelle Gload seconded the motion, which carried by 4-0 vote.

6. Manager Search

Ms. Gainfort started her presentation by reviewing the last Board Meeting discussion regarding Dana Large Cap Core investment and the Board's request to bring a Manager Search to the next Board Meeting. Ms. Gainfort suggested that if the decision was to leave Dana, split the funds between Large Growth Equity and Large Cap Equity Value.

Large Growth Equity Manager

For the Large Growth Equity Manager Analysis that Ms. Gainfort provided to the Board offered four firm options. Harbor Capital Advisors with its Harbor Strategic Growth Retirement Mutual Fund, MFS Financial with their MFS Growth R6 Mutual Fund, Polen Capital Management with their Polen Growth Institutional Mutual Fund, and PRIMECAP Management Company and their PRIMECAP Odyssey Growth Mutual Fund. Ms. Gainfort noted that Harbor Capital Advisors waived their investment minimum of \$1 million dollars and that MFS Financial does not have any investment minimum. The management fees for all of the funds with the exception of Polen Capital are fairly close to once another hovering within the 0.60% up to 0.63%, Polen Capital on the other hand has a management fee of 1.00%.

Chairman Michael Rhodes asked about the Fiduciary stand with investing in mutual funds. Attorney Bonni Jensen stated that there is no direct fiduciary relationship with the Board. If the Board decides to move forward with investing in mutual funds that it should do its own due diligence, feel comfortable with the firm and fund that is chosen because there are no compromises in investment rules. Ms. Jensen also informed the Board that State Statute restrictions on investments do not apply to mutual funds. Ms. Gainfort stated that an alternative option is to invest in individual companies; however it would require higher minimums.

Chairman Michael Rhodes asked for confirmation that there are no restrictions with regards to the Fiduciary Liability Insurance Policy that the Plan holds.

Ms. Gainfort then reviewed the investment approach of the four investment firms, along with the ownership type, peer universe, and investment approach. It was noted that PRIMCAP had the highest tracking error spread, while MFS Financial had the least error tracking spread. Ms. Gainfort then reviewed the typical number of holdings in each mutual fund and mentioned that MFS had a good mix and that she prefers to stay away from concentrated funds. All of the funds presented have the ability to invest in the international markets. The calendar year performance was reviewed and Ms. Gainfort commented that PRIMECAP is a volatile compared the other options and that Harbor Capital has a strong downside protection. Chairman Michael Rhodes asked if the asset turnover percentage is the same for all four funds, Ms. Gainfort stated that all of them are the same with the exception of PRIMECAP, whom is more patient. Trustee Bernard Ward inquired if the four mutual funds are able to meet the Plan's 7% return on investment objectives. Ms. Gainfort responded that the investment alone can meet the Plan's 7% return allocation. Chairman Michael Rhodes inquired if both Polen and MFS could be used, which Ms. Gainfort indicated that both funds could be used if the Board wishes. There was a lengthy discussion regarding the comparison of Dana and Vanguard and preparing a hypothetical calculation of what using both Polen and MFS would look like for the Plan. Ms. Gainfort stated that she could prepare a comparison and hypothetical report for the Board and present it at the next meeting. The Board stated that Dana is welcome to attend the next meeting if they wished; Mr. Peters stated that he would like to attend.

Large Cap Equity Value

For the Large Cap Equity Value Manager Search, Ms. Gainfort presented the Board with three investment options. These options included Dimensional Fund Advisors DFA US Large Cap Value I, Dodge & Cox option of Dodge & Cox Stock, and J.P. Morgan Investment Management's JPMorgan Equity Income R6. Ms. Gainfort noted that all three investment vehicles are mutual funds and that both Dimensional Fund Advisors and J.P. Morgan Investment Management both waived their investment minimums. The tracking errors were reviewed on all three funds and it was noted that Dodge & Cox was on the high end of the tracking errors. Both J.P. Morgan and Dodge & Cox investment approach is traditional, while Dimensional Fund Advisors is more on the Quantitative approach. Ms. Gainfort then reviewed the sector constraints and noted that J.P. Morgan is more yield focused with a strong downside protection.

Ms. Gainfort then reviewed the current and historical portfolio region exposure of the three mutual funds, current and historical holdings based style analysis, and the trailing performance of the mutual funds. Ms. Gainfort took a moment and reviewed the one year, three year, five year, eight year, and ten year rankings of the mutual funds, noting that J.P. Morgan had been in first place for all of the years noted with the exception of the three year where they were in second place and the ten year mark where they were in third place, compared to the other two funds. Ms. Gainfort suggested going with J.P. Morgan Investment Management's JPMorgan Equity Income R6 Mutual Fund due to the fund having less risk with the same return, the error tracking record, and the risk associated with the fund. There was a brief discussion regarding how information from the committee's that DFA and Dodge & Cox uses for their mutual funds are conveyed to the Board. Chairman Michael Rhodes asked if Ms. Gainfort had a preference between the Value and Growth options that she presented. Ms. Gainfort stated that her opinion is to use both in a 50/50 split. Chairman Rhodes asked for an analysis to be presented at the next meeting with the proposed funds. Attorney Bonni Jensen informed the Board that The Village of Tequesta Public Safety Officers' Pension Plan is investing in the JPMorgan Equity Income R6 Mutual Fund.

MOTION:

Board Chairman Michael Rhodes made a motion to add Dana Investments to the August 5, 2019 Agenda. Board member Bernard Ward seconded the motion, which carried by 4-0 vote.

7. Fiduciary Trust Company International SOC1 Report

Mr. Amed Avila with Fiduciary Trust International presented the Board with their Report of Independent Service Auditors, more commonly known as the SOC1 Report. Mr. Amed stated that the SOC1 Report is an annual independent audit that is conducted of his firm by PricewaterhouseCoopers, LLP. The reason for this audit is to ensure the suitability of the design and operation effectiveness of controls to achieve the related control objectives stated in the description of the Investment Management and Global Investors Services Department's system within Fiduciary Trust. This audit covers the time period of October 1, 2017 through September 30, 2018. Mr. Avila then informed that Board that PricewaterhouseCoopers had reported three Qualified Findings from their audit.

The first Qualified Finding that Mr. Avila reviewed was Reference 5.1 located on page 68 of the SOC1 Report. The Qualified Finding was that management identified a system error, affecting taxable stock merger corporate action events, posted subsequent to the December 2017 version upgrade of Global Plus, which resulted in the reporting of securities and transactions where the cost basis and realized gain/loss, respectively, were not accurate. As a result, the control objective was not achieved because the controls were not suitably designed. Mr. Avila stated that those errors were manually corrected out and that there is a software fix rolling out this month which will prevent this type of error from occurring again in the future. The second Qualified Finding that Mr. Avila reviewed was Reference 6.17 located on page 78 of the SOC1 Report. The Qualified Finding was that management identified 23 market-sourced securities with erroneous price overrides on one day, due to the use of incorrect source data to identify nonmarketable securities requiring manual price overrides in Global Plus. The override resulted in inaccurate beginning balances on October 31, 2017 client statement for market value for clients holding any impacted security. The third and final Qualified Finding that Mr. Avila reviewed was Reference 9.7 located on page 85 of the SOC1 Report. The Qualified Finding was one out of a sample of 60 client initiated withdrawal requests, call-back procedures were not performed in accordance with policy. This prompted PricewaterhouseCoopers to sample an additional five client initiated withdrawal requests and identified two additional exceptions where call-back procedures were not performed in accordance with policy.

Mr. Scott Baur with The Resource Centers asked Mr. Avila what the issue date of the SOC1 Report was, which Mr. Avila stated that the report was issued on February 2, 2019. Mr. Baur followed up with an additional question asking if an audit from the Village Auditor is needed. Mr. Avila stated that the Village Auditor does not need to audit with what he is aware of. There was a detailed conversation between the Board and Mr. Avila with regards to the SOC1 Report and what is considered Qualified and Non-Qualified findings. Chairman Michael Rhodes asked for confirmation that the exceptions were at the parent level of Fiduciary Trust Company, which Mr. Avila was able to confirm that it indeed was at the parent level of the company. Trustee Bernard Ward inquired if there was a conflict of interest with the Pension Plan considering that the Plan uses Fiduciary Trust as its custodian and also invests in an investment product offered by Franklin Templeton, the parent company of Fiduciary Trust. Attorney Bonni Jensen stated that Fiduciary Trust and Franklin Templeton were brought onboard at different times and decided upon independently, thus there is no conflict of interest with using both firms. Mr. Avila mentioned that with the 15 years that he has worked for Fiduciary Trust International, this is the first time that he has seen a Qualified Finding.

MOTION:

Board Secretary Bernard Ward made a motion to accept the SOC1 Audit. Board member Dennis Rick seconded the motion, which carried by 4-0 vote.

CONSENT AGENDA**8. Ratification of invoices paid since last quarterly meeting**

VILLAGE OF TEQUESTA GENERAL EMPLOYEES' PENSION FUND		
WARRANT - PAID BY CUSTODIAN		
<u>Date</u>	<u>Payee/Description</u>	<u>Amount</u>
April 9, 2019	Fiduciary Trust International- 3 Accounts	
	Tequesta GE R&D	\$ 618.20
	Village of Tequesta General Emp. Pension	\$ 161.21
	Tequesta GE- DANA EQ	\$ 224.47
TOTAL:		\$ 1,003.88

VILLAGE OF TEQUESTA GENERAL EMPLOYEES' PENSION FUND			
WARRANT - PAID INVOICES			
<u>Date</u>	<u>Payee/Description</u>	<u>Check Number</u>	<u>Amount</u>
February 14, 2019	Pension Resource Center Administrative Fee- February 2019	1356	\$ 800.00
February 14, 2019	Klausner, Kaufman, Jensen & Levinson Professional Services for Dec 2018- January 2019	1357	\$ 3,518.50
February 14, 2019	Gabriel, Roeder, Smith & Company Actuarial Services Rendered through 12/31/18	1358	\$ 1,709.00
February 14, 2019	DANA Investment Advisors, Inc. Management Fees- 4QTR18	1359	\$ 652.31
February 14, 2019	DANA Investment Advisors, Inc. Management Fees- 4QTR18	1360	\$ 2,158.95
February 14, 2019	Michelle Gload Travel Expense Reimbursement 2/3- 2/5/2019	1361	\$ 189.64
March 22, 2019	Pension Resource Center Administrative Fees- March 2019	1362	\$ 800.00
March 22, 2019	Klausner, Kaufman, Jensen & Levinson Professional Services for February 2019	1363	\$ 3,191.00
April 15, 2019	Pension Resource Center Administrative Fees- April 2019	1364	\$ 800.00
April 15, 2019	AndCo Consulting Consulting Services for QE 03/31/19	1365	\$ 3,125.00
April 15, 2019	Gabriel, Roeder, Smith & Company Actuarial Services Rendered through 02/28/19	1366	\$ 7,017.00
April 15, 2019	Klausner, Kaufman, Jensen & Levinson Professional Services for March 2019	1367	\$ 848.00
TOTAL:			\$ 24,809.40

9. Reporting of new applicants for participation in Pension Plan:

No new applicants at this time.

10. Terminated Non-Vested employees who have not yet taken their contributions:

Brett Steele – Terminated 05/16/2014 (4-24-17 First Notification Letter & 5-8-18 Second Notification Letter)
Martin Meehan – Terminated 02/13/2016 (4-24-17 First Notification Letter & 5-8-18 Second Notification Letter)
Simon Jamason – Terminated 05/10/2016 (4-24-17 First Notification Letter & 5-8-18 Second Notification Letter)
Sam Heady – Terminated 01/09/2018 (5-8-18 First Notification Letter & 10-29-18 Second Notification Letter)
Alex Black – Terminated 01/05/2018 (5-8-18 First Notification Letter & 10-29-18 Second Notification Letter)
Julie Hurst – Terminated 08/28/2018 (9-13-18 First Notification Letter)
Terra Simon – Terminated 11/19/2018
Michael DelGuzzi – Terminated 12/14/2018
Richard Rivera – Terminated 05/05/2019

11. Benefit Approvals:

No new applicants at this time.

END /OF CONSENT AGENDA

The Board reviewed the Consent Agenda. Trustee Michelle Gload noted that Richard Rivera was missing from the Terminated Non-Vested employees list.

MOTION:

Board Member Michelle Gload made a motion to approve the Consent Agenda with the exception of the Terminated Non-Vested Employees List. Board Member Dennis Rick second the motion, which carried by 4-0 vote.

12. Legislative Updates - Attorney Bonni Jensen, Klausner, Kaufman, Jensen & Levinson

Attorney Bonni Jensen gave the Board an update regarding the pending Open Meeting Law that was up for consideration. She informed the Board that the proposed bill did not pass. Ms. Jensen then stated that there is a law firm that is filing legal action against cities and towns throughout Florida due to the municipalities' websites not being ADA compliant. She went on to explain that complying with the ADA with regards to the information posted on the websites is not a simple task noting that she had attempted to format a document to comply with ADA compliance and ran into several issues with doing so. She went on to explain the additional costs associated with complying with the ADA mandate, noting that an actuary stated that an Actuarial Evaluation would cost \$1,000.00 to format to meet the ADA requirements. Ms. Jensen mentioned using audiobooks as a short term fix, however there are disadvantages such as the ability to have chapters and sections for ease of navigation as required by the ADA. Chairman Michael Rhodes asked if the Pension Plan's website is a requirement which Ms. Jensen stated that the website is not required, however the Village is required to post five Pension Plan documents on their site so the issue does not go away for the Village.

Ms. Jensen stated that at this time, the best practice is to have an accessibility page on the website as a short term fix until full ADA compliance can be established. Trustee Michelle Gload informed the Board that the Village is holding each department responsible for their documents that must be posted on the Village's website. Ms. Gload stated that she suspects that the Pension Plan will be responsible for ensuring that the documents that the Village must

post are ADA compliant. Trustee Dennis Rick brought up the difficulties in altering documents to be ADA compliant. The Board discussed ways to mitigate it's risk and solutions to become ADA compliant. Chairman Michael Rhodes suggested having minimal information on the website. Trustee Michelle Gload echoed Chairman Rhodes suggestion and stated that maybe they should only keep the five required documents available to the general public. Ms. Jensen informed the Board that she has a list of resources that the Board can utilize to deal with the compliance issues at hand and mentioned that a non-profit group called the Lighthouse of the Blind can review any documents to ensure that their programs are able to read the documents. A lengthy discussion perused regarding the options of restricting the Pension Plan's website to only members of the Plan and even taking the website offline until a permanent solution could be found. Scott Baur informed the Board that The Resource Centers is working on a solution to comply with the ADA rules and has placed an accessibility page on their website as a temporary fix until a permanent solution can be established.

A. IRS Mileage Rate for 2019

Ms. Jensen reported to the Board that the Internal Revenue Service released its updated Standard Mileage Rate for 2019. The new rate is \$0.58 per mile for miles driven after January 1, 2019. Ms. Jensen noted that the rate went up 3.5 cents from the 2018 rates, that the mileage rate can fluctuate with the same year, and that her firm will be their best to keep the Board and the Administrator informed on any changes to this rate.

B. Cancer Presumption

Ms. Jensen presented the Board with the proposed Senate Bill 426 and House Bill 857, if passed, would create Florida Statute 112.1816. This proposed law would provide certain benefits to firefighters who receive a cancer diagnosis when specific conditions are met and the proposed law covers 21 types of cancers. As more information becomes available with regards to this proposed bill, Ms. Jensen stated that she would update the Board.

C. Form 1

Ms. Jensen reminded the Board Trustees that they need to completed and submit their Statement of Financial Interest Form 1 documents by July 1, 2019. Ms. Jensen informed the Board that their CPA or personal attorney can complete the form on their behalf and she reminded everyone that if they are entitled to confidentiality in their address as provided by Florida Statutes 119.071, they may request the Commission on Ethics to maintain that confidentiality in writing. Ms. Jensen noted that, in the past, some trustees have used their work address or a post office box when completing the form. The form needs to be mailed or emailed to the Supervisor of Elections for the county in which you reside in. At the moment there is no current system available to file this form online. Ms. Jensen reminded the Board that it is important that each and every Trustee file their Form 1 in a timely manner because the penalty for failure to file is \$25.00 per day with a maximum of a \$1,500.00. It is suggested that you file this form by certified mail, return receipt requested, and keep a photo copy of the form for your files. In the past several trustees have had to show proof of filing, so it is best proactive to always get a receipt from such documents.

D. Acting Village Manager

Ms. Jensen informed the Board that back on February 11, 2019 she had made an inquiry with Marlene Reid, Assistant Village Manager and HR Director for the Village of Tequesta to find out if Mr. Jim Weinand participates in the Pension Plan, noting that the plan provides that all

full time General Employees shall become members of the Pension Plan as a condition of employment. Ms. Jensen informed the Board that Ms. Reid responded to her request with an explanation that Mr. Weinand is on a temporary four month contract as the Acting Village Manager, renewable monthly until the Village hires a permanent Village Manager. Ms. Reid also stated that Mr. Weinand is not a regular full-time employee and therefore does not meet the requirements for pension benefits.

E. Rehire After Retirement Ordinance Provision

Ms. Jensen informed the Board that the first reading has been completed for the revision of the Village Ordinance to include language regarding rehire after retirement. The second reading is expected to be done this Wednesday. Trustee Michelle Gload inquired if a rehire would be treated like a break in service or as an additional benefit payment. Ms. Jensen informed the Board that the rehire would receive two separate pensions.

F. Records Management Liaison Officer

Ms. Jensen presented the Board with the Records Management Liaison Officer Designation Form along with Resolution Number 2019-001 listing The Resource Centers as the Pension Plan's Records management Liaison.

MOTION:

Board Member Bernard Ward made a motion to designate The Resource Centers as the Records management Liaison Officer for The Village of Tequesta General Employees' Pension Trust Fund. Board Member Dennis Rick second the motion, which carried by 4-0 vote.

Ms. Jensen informed the Board that the Summary of Actions Presentation to the Village Council will be held on July 11, 2019. The Board discussed adding a Schedule Policy for when letters need to go out to Non-Vested Terminated Employees and requested that letters be sent out to the three most recent terminated employees on the Non-Vested Terminated Employee List.

ACCOUNTING REPORTS

13. Accounting Reports – Board Member, Michelle Gload, Finance Department

Board Member Michelle presented the Board with the Accounting Report which the Board reviewed.

OLD BUSINESS

14. Past Benefit Calculations

The Board discussed having GRS recalculate Joann Forsythe's Pension Benefit to ensure that her monthly benefit amount is correct.

MOTION:

Board Member Michelle Gload made a motion to approve the recalculation of Joann Forsythe's Pension. Board member Dennis Rick seconded the motion, which carried by 4-0 vote.

15. Experience Study

The Board reviewed the Letter of Engagement from GRS for the Experience Study. There was a discussion regarding the cost of the study being \$13,500.00 and that the study would take approximately eight to ten weeks to complete. Trustee Michelle Gload stated that the recent trustee class that she took, it was suggested that this type of study be completed every five to eight years.

MOTION:

Board Member Bernard Ward made a motion to approve The GRS Experience Study Dated February 13, 2019. Board member Michelle Gload seconded the motion, which carried by 4-0 vote.

NEW BUSINESS

ADMINISTRATIVE REPORT

16. Authorized Signature Updates - *Plan Administrator A.C. Lovingood, Pension Resource Centers*

A.C. Lovingood presented the Board with Authorized Signature Updates to replace the former Plan Administrator and add Mr. Lovingood, Scott Baur, and Denise McNeill as authorized signers. Mr. Lovingood indicated that this update would also eliminate the need for Fiduciary Trust from needing to contact the Board for call back authorizations.

17. Tequesta General Employees' Pension Trust Fund Administrative Rules - *Plan Administrator A.C. Lovingood, Pension Resource Centers*

The Administrative Rules for the Pension Plan were presented to the Board. The only changes that were made was an update indicating that the Board Meeting Minutes be prepared and sent to the Trustees no later than six weeks after the Board Meeting.

MOTION:

Board Member Dennis Rick made a motion to approve The Village of Tequesta General Employees' Pension Trust Fund Administrative Rules as presented. Board member Bernard Ward seconded the motion, which carried by 4-0 vote.

ANY OTHER MATTER

18. 2019 Conference List and FPPTA Upcoming Events

The Board was provided the 2019 Conference List informing the Board of Florida and Georgia Conferences that are being held this year which includes the FPPTA upcoming events.

19. Attorney Bonni Jensen Fee Increase

Ms. Jensen informed the Board that her firm will be increasing their rate from \$265.00 to \$300.00 per hour with an anticipated start date of January 1, 2020.

20. FY2021 Budget

The Board discussed preparing the 2021 fiscal year budget. Trustee Bernard Ward inquired about adding an additional \$5,000.00 to the miscellaneous expenses cover unexpected expenses such as the GRS Experience Study that was recently voted upon. The Board agreed upon increasing the legal fees to \$18,000.00, ADA Compliance to \$12,000.00, Actuary fees to \$20,000.00, The Resource Centers fees to \$9,600.00, Travel expenses to \$3,000.00, Insurance costs to \$2,000.00, miscellaneous expenses to \$2,000.00, Annual Trustee Membership Fees to \$600.00, Fees for Education and Training to \$3,000.00, Investment Advisor Fees to \$12,500.00, and Pension Refunds to \$10,000.00. The Board decided to hold off on making a decision on the Investment Fees and Custodial Fees until they have made a decision on what they intend to do with regards to the Large Growth Equity and Large Cap Equity Value Manager Search.

MOTION:

Board Member Bernard Ward made a motion to approve the FY2021 Budget. Board member Dennis Rick seconded the motion, which carried by 4-0 vote.

ADJOURNMENT

There being no further business, the meeting was adjourned at 12:55 p.m.

Secretary
Village of Tequesta General Employees' Pension Plan