THE SUNSET CAPITAL OF FLORIDA

GENERAL EMPLOYEES PENSION BOARD

CITY OF ST. PETE BEACH

155 Corey Avenue
St. Pete Beach, FL 33706

Thursday, 04/21/2016
1:30 p.m.

Call to Order
Pledge of Allegiance
Roll Call

1. **Changes to the Agenda** – Agenda items to be added, moved or deleted will be addressed at this time. Added items will be assigned agenda items numbers and moved items should remain with the same item numbers. Notation will be made that those items will be taken out of order.

2. **Audience Comments**

3. **Annual Election of Chair and Vice-chair**

3. **Approval of Minutes**

   a. Jan 21, 2016 - Quarterly Meeting

4. **Payment of Invoices**

Foster & Foster	Inv# 8602 04-18-16	$	2,956.00
Christiansen & Dehner, P.A.	Inv# 28072 03-31-16	$	2,074.71
Anchor Capital Advisors	01-01-16 to 03-31-16	$	2,279.83
Salem Trust	01-01-16 to 03-31-16	$	2,700.00
Morgan Stanley	01-01-16 to 03-31-16	$	3,625.00
Insight Investment	01-01-16 to 03-31-16	$	2,331.94

5. Reports

Graystone (Morgan Stanley) Consultant – Quarterly Report

Salem Trust Company

6. New / Old Business

a. Vacancy for Board Appointed Commission Approved Member

7. Attorney Report

8. Adjournment

APPEAL

If a person decides to appeal any decision made at this meeting, he or she will need a record of the proceeding and, for such purpose, may need to ensure that a verbatim record of the meeting is made, which record includes the testimony and evidence upon which the appeal is to be based (F.S. 286.0105). The City does not furnish verbatim transcripts; interested parties should make the necessary arrangements for verbatim transcripts

AMERICANS WITH DISABILITIES ACT

In Accordance with the American with Disabilities Act and F.S. 286.26, persons with disabilities needing special accommodations to participate in this meeting should contact City Hall at (727) 367-2735 no later than four days prior to the meeting for assistance. The public is cordially invited to attend. All agenda material is available for review at City Hall.

GENERAL PENSION BOARD

MINUTES

JANUARY 21, 2016

10:30 A.M.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENT:

William Schroeder, Chairman
William Palmer, Member
Ray Radvilavicius, Member
Joanne Lentino, Member

ALSO PRESENT:

Mr. Charles Mulfinger, Graystone Consultant
Scott Owens, Graystone Consulting Tampa
Patrick Donlan, Foster & Foster
Lee Dehner, Christensen & Dehner
Mary Jo Murphy, Deputy City Clerk

1. Changes to the Agenda

Member Palmer advised the board that Lynn Skinner, Salem Trust, would not be attending the meeting.

2. Audience Comments

There were no comments from the audience.

3. Election Results for General Employee Board Member

Attorney Dehner advised Chairman Schroeder to count the votes and Deputy City Clerk Murphy to verify and confirm the tally. The election results were for Bill Palmer with a two-year term.

4. Approval of Minutes

a. October 15, 2015 – Quarterly Meeting

Member Radvilavicius made a motion to approve the minutes for October 15, 2015. The motion was seconded by Member Lentino and unanimously approved by a voice vote.

5. Payment of Invoices

Foster & Foster	Invoice # 8232, 01-15-16	$12,540.00
Christiansen & Dehner, P.A.	Invoice # 25824, 12-31-15	$394.34
Anchor Capital Advisors	10-01-15 to 12-31-15	$2,233.54
Salem Trust	10-01-15 to 12-31-15	$2,700.00
Morgan Stanley	10-01-15 to 12-31-15	$3,625.00
Insight Management	07-01-15 to 09-30-15	$2,321.09
Insight Management	10-01-15 to 12-31-15	$2,320.42
(Formally Cutwater Asset Management)		

Member Palmer made a motion to approve the payment of invoices collectively. The motion was seconded by Member Radvilavicius and unanimously approved by a voice vote.

6. Reports

a. Graystone (Morgan Stanley) Consultant – Quarterly Report

Charles Mulfinger, Graystone Consultant, will follow up on Cutwater's name change to Insight Management and report back to the General Pension Board during the April 2016 meeting.

In regard to the 60 T report, Mr. Mulfinger and Mr. Donlan, Foster & Foster, commented that the report needs to be placed on the City's website. Attorney Dehner commented that it also needs to be filed with the Division of Retirement.

Scott Owens, Graystone Consulting, and Mr. Mulfinger distributed copies and reviewed reports entitled: "All Cap Value Manager Search Analysis, January 21, 2016" and "Quarterly Performance Evaluation as of December 31, 2015."

Chairman Schroeder suggested tabling the All Cap Value Manager Search Analysis and asked Graystone to recommend how they would reallocate the 18 percent in a new strategy where it is dedicated to a sleeve level versus an all cap approach. The board agreed, and Mr. Mulfinger stated he would have it prepared for the next meeting.

b. Foster & Foster

The Foster & Foster report was discussed during Agenda Item No. 7.a., New/Old Business.

c. Salem Trust Company

There was no presentation from Salem Trust Company.

7. New/Old Business

a. Foster & Foster –
Actuarial Experience Study
Discuss changing actuarial fund rate from 7.75 to 7.68
Annual Evaluation

Mr. Donlan, Foster & Foster, distributed copies and reviewed a report entitled: "City of St. Pete Beach General Employees' Retirement System, Actuarial Valuation as of October 1, 2015, Contributions Applicable to the Plan/Fiscal Year Ended September 30, 2017."

Chairman Schroeder commented to the board that this rate should be reviewed annually to see if the assumption is achievable and appropriate.

Mr. Owens informed the board that he would bring an asset allocation study for the next meeting. Chairman Schroeder asked Attorney Dehner if changing the actuarial fund rate could be discussed at the next quarterly meeting, and Attorney Dehner replied yes. Mr. Mulfinger stated he would include in his notes to bring the study to the next meeting.

Mr. Donlan informed the board that the Florida Retirement System, FRS, went from 7.75 to 7.65 last year. Mr. Donlan advised the board they should consider approving that amount and they could take more steps next year based on the advice they receive.

Chairman Schroeder asked for a recommendation to approve the actuarial report with the one amendment of changing the actuarial fund rate from 7.75 to 7.65.

Member Radvilavicius made a motion to change the actuarial fund rate from 7.75 to 7.65 and approve the Actuarial Valuation Report. The motion was seconded by Member Palmer and unanimously approved by a voice vote.

Attorney Dehner instructed the board that a motion was needed to determine the total expected rate of return for the current year, next several years and long-term thereafter based on Mr. Owens' recommendation.

Mr. Owens recommended that 7.65 is a reasonable expected rate of return.

Member Lentino made a motion that the board determined the annual rate of return to be 7.65% for the current year, next several years and long-term thereafter. The motion was seconded by Member Palmer and unanimously approved by a voice vote.

Attorney Dehner advised the board that it needs to go in correspondence to the Division of Retirement, with a copy to the City and a copy to Mr. Donlan. After board discussion, it was decided that Bill Palmer would send the letter to the Division of Retirement.

b. Vacancy for Board Appointed Commission Approved Member

Agenda Item 7.b. was discussed after Agenda Item No. 8, Attorney Report.

8. Attorney Report

Attorney Dehner reported to the Board on the following topics:

- House Bill 1309: use mortality tables and assumptions that are being utilized by FRS, Florida Retirement System.
- annual reminder to the board members to file their financial disclosure forms: Statement of Financial Interests, Form 1, 2015

7. New/Old Business

b. Vacancy for Board Appointed Commission Approved Member

Chairman Schroeder encouraged the board members to actively recruit for a new board member and to place this item on the April 2016 agenda.

8. Adjournment

There being no further business, the meeting was adjourned at 12:20 p.m.

Attest:

______________________ ______________________

Rebecca C. Haynes, City Clerk William Schroeder, Chairman

Minutes approved on: ______________

FOSTER & FOSTER
ACTUARIES AND CONSULTANTS

Phone: (239) 433-5500
Fax: (239) 481-0634
data@foster-foster.com
www.foster-foster.com

Invoice

Date	Invoice #
4/18/2016	8602

Bill To
City of St. Pete Beach General Employees' Retirement System 155 Corey Avenue St. Pete Beach, FL 33706

Terms	Due Date
Net 30	**5/18/2016**

Description	Amount
Preparation of Exhibit 'B' for attachment to the required Summary Plan Description.	125.00
Benefit Calculation: HYATT	200.00
October 1, 2015 Actuarial Valuation and Report; preparation of member certificates.	11,599.00
Preparation of GASB 67 Statement with measurement date of 09/30/15.	1,250.00
Preparation of GASB 68 Statement with measurement date of 09/30/15.	2,000.00
Preparation for and attendance at January 21, 2016 Board meeting (Board's share of expenses)	97.00
Refund Calculations: BOLAND, DELMONTE, MARTON	225.00

Payments/Credits	-$12,540.00
Balance Due	**$2,956.00**

Thank you for your business!

Please make all checks payable to:
Foster & Foster, Inc.
13420 Parker Commons Blvd, Suite 104
Fort Myers, FL 33912

Christiansen & Dehner, P. A.

63 Sarasota Center Boulevard
Suite 107
Sarasota, FL 34240-

941-377-2200 Phone
941-377-4848 Fax

March 31, 2016

City of St. Pete Beach General
Employees' Pension Fund
155 Corey Ave.
St. Pete Beach,, FL 33706
ATTN: Bill Palmer

Invoice Number

In Reference To: General Employees' Pension Fund	9117	28072

Professional Services

		Hours	Amount
3/21/2016	Review documents re: P. Prell and telephone conference with C. Graston; review additional documents re: P. Prell and telephone conference with C. Graston and M. Dragoo; review statutes.	1.70	669.80
	For professional services rendered	1.70	$669.80
	Previous balance		$1,404.91
	Balance due		$2,074.71

** Please note that the "Balance Due" figure at the end of this bill reflects both "Total New Charges - Current Period" and any previous balances due. In most cases, if the previous balance(s) have already been approved for payment but not yet received in our office, you should be paying only the "Total New Charges - for services and/or expenses" . Thank you.

Current	30 Days	60 Days	90 Days	120+ Days
$748.60	$1,326.11	$0.00	$0.00	$0.00

Please indicate account number(s) with payment.
(Please Deduct any payments not reflected in Balance due)

Anchor Capital Advisors LLC
One Post Office Square
Boston, MA 02109-2103
Tel: (617)338-3800 Fax: (617)426-6871
www.anchorcapital.com

April 1, 2016

Cust: Salem Trust Company
Acct: XXXXXX9573

Palmer, Bill
St. Pete Beach G.E Retirement System
155 Corey Avenue
St. Pete Beach, FL 33706

MANAGEMENT FEE: **City of St. Pete Beach General Employees Retirement System 3212**

For the Period 1/1/2016 through 3/31/2016

3/31/2016 Portfolio Value:		**$ 1,215,910.76**
Quarterly Fee Based On:		
All Assets		
$ 1,215,911 @ 0.75% per annum	$ 2,279.83	
Quarterly Fee:		$ 2,279.83
	Paid by Debit Direct	($ 0.00)
	Please Remit	**$ 2,279.83**

SALEM TRUST
COMPANY

April 15, 2016

City of St. Pete Beach
Bill Palmer
155 Corey Avenue
St. Pete Beach, FL 33706

St. Pete Beach General
M02501

Fee Advice for Period **January 1, 2016** to **March 31, 2016**

Detail of Calculation:

		Annual Fee	Quarterly Fee
Flat Fee	$	10,800.00	$2,700.00
	TOTAL DUE		**$2,700.00**

These fees will automatically be charged to your account.
If you have any questions, please contact Lynn Skinner at 877-382-5268.

Investment Advisory Services
Client Fee Invoice

Morgan Stanley

City of St. Pete Beach General
Employees' Pension Plan
ATTN: Bill Palmer
155 Corey Ave.
St. Pete Beach, FL 33706

Date
April 11, 2016
Billing Period
2016-01-01 thru 2016-03-31

This service fee for the period indicated is due upon receipt of this notice. Please forward your check for this amount to: **Morgan Stanley Smith Barney**
100 N. Tampa St. Ste. 3000
Tampa, FL 33602
Attn: Charlie Mulfinger

Account Name	Account Number	Amount Due
City of St. Pete Beach General Employees' Pension Plan	745-038963	$3,625.00

Insight
INVESTMENT

200 Park Ave 7th Floor
New York, NY 10166
212-527-1800
www.insightinvestment.com

April 14, 2016

INVOICE #
875-ISC-TRSA

Mr. Bill Palmer
Trustee General Pension Board
City of St. Pete Beach
155 Corey Avenue
St. Pete Beach, Florida 33706

Invoice for Investment Advisory Services for the City of St. Pete Beach General Employees:

January 1, 2016 - March 31, 2016	$2,331.94
TOTAL AMOUNT DUE	$2,331.94
Terms: Due and payable upon receipt	

Fee computed as follows:

Average Portfolio Market Value for period	$3,731,102.26
Multiplied by quarterly fee of 1/4 of .25 of 1%	$2,331.94

Please reference invoice number when making payments by ACH, Fedwire, or CHIPS Transfers:

Cutwater Investor Services Corp.

BNY Mellon, N.A. 500 Ross Street Pittsburgh, PA 15262
Transit Routing (ABA) # 043000261
Account # 9040869 SWIFT/BIC IRVTUS3N
FFC to Account Name & Invoice Number