



GENERAL EMPLOYEES PENSION BOARD MEETING

CITY OF ST. PETE BEACH

155 Corey Avenue
St. Pete Beach, FL 33706

Thursday, 04/19/18
10:30 AM

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. Items added will be assigned agenda item numbers and items that are moved will retain the same item numbers. A notation will be made that those items will be taken out of order.
- 2. Audience Comments** – Comments shall be limited to three minutes per person to issues not on the agenda.
- 3. Approval of Minutes**
 - a. January 18, 2018 – Quarterly Meeting**
 - b. February 6, 2018 - Special Meeting**
- 4. Agenda Items**
 - a. Payment Of Invoices**
 - b. Salem Trust Report**
 - c. Graystone Consultants Quarterly Report**

- d. Attorney Report**
- e. Election of Vice Chairman & Secretary**
- f. Employee Board Member Term Expiring**

5. Adjournment

APPEAL

APPEAL: Florida Statutes 286.0105 Notices of meetings and hearings must advise that a record is required to appeal. Each board, commission, or agency of this state or of any political subdivision thereof shall include in the notice of any meeting or hearing, if notice of the meeting or hearing is required, of such board, commission, or agency, conspicuously on such notice, the advice that, if a person decides to appeal any decision made by the board, agency, or commission with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

AMERICANS WITH DISABILITIES ACT: Florida Statutes 286.26. Accessibility of public meetings to the physically handicapped. In accordance with the Americans with Disabilities Act and Florida Statutes, persons needing special accommodations to participate in a meeting should contact City Hall at (727) 367-2735 no later than forty-eight (48) hours prior to the meeting for assistance.

Electronic media must be submitted a minimum of 24 hours in advance to cityclerk@stpetebeach.org

The public is cordially invited to attend.

All agenda material is available for review at City Hall.

GENERAL PENSION BOARD

MINUTES

JANUARY 18, 2018

8:30 A.M.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENT:

William Schroeder, Chairman
William Palmer, Secretary
Samantha Brem, Member
Ray Gallant, Member

ALSO PRESENT:

Vince Tenaglia, Administrative Services Director
Mary Jo Murphy, Deputy City Clerk
Lee Dehner, Christansen & Dehner
Patrick Donlan, Foster & Foster (via telephone)
Charles Mulfinger, Graystone Consulting
Scott Owens, Graystone Consulting
Lynn Skinner, Salem Trust

1. Changes to the Agenda

There were no changes to the agenda.

2. Audience Comments

There were no comments from the audience.

3. Approval of Minutes

a. October 19, 2017 – Quarterly Meeting

Chairman Schroeder noted that Lynn Skinner needed to be deleted from the minutes as being present.

Member Brem made a motion to approve the minutes for the October 19, 2017 meeting. The motion was seconded by Secretary Palmer and unanimously approved by a voice vote.

4. Agenda Items

a. Payment of Invoices

There was Board discussion in regard to the invoices received from the following entities:

Christiansen & Dehner, P.A.	\$1,732.24
Insight Investment	\$2,372.72
Salem Trust	\$2,950.00
Anchor Capital Advisors	\$2,645.63
Graystone Consulting	\$4,375.00

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

b. New Members / Terminated Members Report

Secretary Palmer updated the Board in regard to new members and terminated members.

c. Salem Trust Report

Salem Trust Company

Lynn Skinner, Salem Trust, thanked the Board for updating the signature authorization form and for being a client.

d. Foster & Foster - 2017 Valuation Report

Foster & Foster

Patrick Donlan, Consultant, gave a presentation, via telephone, to the Board in regard to the report entitled "City of St. Pete Beach General Employees' Retirement System, Actuarial Valuation as of October 1, 2017, Contributions Applicable to the Plan/Fiscal Year Ended September 30, 2019."

After Board discussion, the Board decided to postpone the analysis of the valuation and to resume the valuation during a Special Meeting on February 6, 2018 at 10:00 a.m.

e. Graystone Consultants Quarterly Report

Graystone Consulting

Scott Owens, Graystone Consulting, gave a presentation to the Board in regard to the economy and the market.

Charles Mulfinger, Graystone Consulting, gave a presentation to the Board in regard to the performance of the portfolio and the managers. Mr. Mulfinger distributed and reviewed a report entitled "Quarterly Performance Summary as of December 31, 2017" with the Board.

Member Brem made a motion to take 2 percent from Large Cap Value and 2 percent from Large Cap Core and move it to Europacific Growth, the International Fund. The motion was seconded by Member Gallant and unanimously approved by a voice vote.

Chairman Schroeder asked Mr. Mulfinger to revisit looking at the Anchor strategy and to include a Vanguard actively managed fund for comparison. Mr. Mulfinger agreed to look and see what they had to offer.

f. Review and discuss attorney's updated "redlined" Operating Rules and Procedures for the City of St. Pete Beach General Employees' Pension Board

Chairman Schroeder asked the Board members to review the above-mentioned document and to send Attorney Dehner their comments via email or telephone. Attorney Dehner stated he will make legally acceptable changes and to plan to discuss the document as an agenda item during the next Board meeting.

g. Attorney Report

Attorney Dehner discussed the following with the Board:

- Legislative update

5. Adjournment

Scott Owens, Graystone Consulting, informed the Board that in an effort to provide a higher level of service, Morgan Stanley had begun working with RAGE Frameworks. Mr. Owens presented the following documents to Attorney Dehner, asking for a signature on the Letter of Authorization form:

- one-page form from Morgan and Stanley entitled: "Letter of Authorization (LOA) Instructions Form to authorize RAGE Frameworks"

- two-page document from Graystone Consulting entitled: "Technology Enhancement Update: Automating Aggregation of Assets Across Custodians"

Attorney Dehner informed Chairman Schroeder he wanted to review the documents and report back to the Board.

There being no further business, the meeting was adjourned at 11:20 a.m.

Attest:

Rebecca C. Haynes, City Clerk

William Schroeder, Chairman

Minutes approved on: _____

GENERAL PENSION BOARD – SPECIAL MEETING

MINUTES

FEBRUARY 6, 2018

10:00 A.M.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENT:

William Schroeder, Chairman
William Palmer, Secretary
Samantha Brem, Member
Ray Gallant, Member

ALSO PRESENT:

Vince Tenaglia, Administrative Services Director
Mary Jo Murphy, Deputy City Clerk
Lee Dehner, Christansen & Dehner
Patrick Donlan, Foster & Foster

1. Changes to the Agenda

Chairman Schroeder recommended postponing the review and discussion of Item No. 3 c. and to set a date for a special meeting in regard to the Operating Rules and Procedures.

2. Audience Comments

There were no comments from the audience.

3. Agenda Items

- a. Foster & Foster – Pam Prell Estate Benefit Calculation

Patrick Donlan, Foster & Foster, reviewed and distributed a letter to the board entitled as follows: Letter dated February 5, 2018; To Board of Trustees: From

Patrick T. Donlan; Re: City of St. Pete Beach General Employees' Retirement System.

After board discussion, it was decided that Mr. Donlan will accomplish the following tasks:

- Write a letter stating that Melanie Johnson's next monthly payment will be reduced and include the exact amount
- Revise the evaluation

b. Foster & Foster – 2017 Valuation Report

Patrick Donlan, Foster & Foster, gave a presentation to the Board and distributed a document entitled: "City of St. Pete Beach General Employees' Retirement System, Actuarial Valuation Report as of October 1, 2017, and Contributions Applicable to the Plan/Fiscal Year Ended September 30, 2019."

Chairman Schroeder asked for a motion to change the assumed investment rate from 7.65 to 7.5 commencing with the October 2018 valuation.

Secretary Palmer made a motion to change the assumption from 7.65 to 7.5 effective with the 2018 valuation. The motion was seconded by Member Gallant and was unanimously approved by a voice vote.

Chairman Schroeder commented that on page 34 of the valuation report, in regard to "Board of Trustees," corrections need to be made as follows:

~~Mayor~~

~~City Manager;~~

- Two employee members elected by the membership; and
- ~~One~~ Two public member members appointed by the City Commission
- One member nominated by the board and approved by the City Commission

Chairman Schroeder recommended that a motion be made to approve the valuation subject to the Pamela Prell adjustments.

Member Brem made a motion to approve the valuation report of October 1, 2017 subject to the recalculation of Pam Prell's benefits. The motion was seconded by Member Gallant and was unanimously approved by a voice vote.

Attorney Dehner instructed the Board that they needed to determine, by motion, the total expected annual rate of return for the current year, the next several and the long term, based on Mr. Donlan's valuation.

Mr. Donlan recommended that the Board declare the expected return of 7.65 for the current year, the next several years and the long term thereafter.

Chairman Schroeder asked for a motion to keep the expected return at 7.65 for now and in the future.

Secretary Palmer made a motion to keep the assumption rate at 7.65 percent for this year and the years thereafter. The motion was seconded by Member Brem and was unanimously approved by a voice vote.

Having approved the valuation report, Attorney Dehner instructed the Board that Mr. Donlan will need to do the additional calculations required and file them electronically with the Division and a copy to the board within 60 days. Also, the consultant needs to be notified that the valuation report was approved and to submit the Administrative Rule 60 T information within 60 days.

- c. Review and discuss attorney's updated "redlined" Operating Rules and Procedures for the City of St. Pete Beach General Employees' Pension Board.

Chairman Schroeder suggested selecting a date for holding a special meeting to discuss the Operating Rules and Procedures. It was a consensus of the board to have a special meeting on April 11, 2018 at 2:00 p.m.

4. Adjournment

There being no further business, the meeting was adjourned at 10:56 a.m.

Attest:

Rebecca C. Haynes, City Clerk

William Schroeder, Chairman

Minutes approved on: _____