

**SANFORD FIREFIGHTERS' RETIREMENT SYSTEM
PENSION BOARD MEETING MINUTES
Thursday, February 12, 2015 – 9:00 A.M.**

1. Call to Order and Roll Call

The meeting was called to order at 9:00 a.m. by the Chairman, Tom Hickson. The following members were present: Albert (AJ) Alberti, Sylvester Chang, Craig Radzak and John Smith. The following service providers were also in attendance: Scott Christiansen, Plan Counsel, Jana Hamilton, Investment Manager, and Tom Donegan and Greg McNeillie, Investment Consultants. Also present was Cindy Lindsay, Finance Director and firefighter Jeff Detzel.

2. Approval of Minutes

An additional notation to the investment consultant's report, from the minutes of November 6, 2014, was requested by Sylvester Chang. A motion was then made by John Smith to approve the minutes with the additional information included. Seconded by John Smith, the motion carried unanimously.

3. Disbursements

A motion was made by John Smith to approve the disbursement report as presented. Seconded by Craig Radzak, the motion carried unanimously. *(Copy is attached for the record.)*

4. Actuarial Valuation Report

Patrick Donlan was unable to attend the meeting today and asked that Scott Christiansen present the Actuarial Valuation Report as of October 1, 2014. Following Scott's review, and a brief discussion, a motion was made by Sylvester Chang to approve the report as presented. Seconded by John Smith, the motion carried unanimously.

A discussion then took place regarding the annual Declaration of Returns letter. Following lengthy input from the investment professionals, attorney, and the Trustees, a motion was made by Sylvester Chang to submit the annual letter to the Division of Retirement stating that the total expected annual rate of investment return for the fund for the next year, the next several years, and the long-term thereafter, shall be 8%, net of investment expenses. Seconded by Craig Radzak, the motion carried unanimously.

5. Investment Manager's Report

Jana Hamilton presented the Garcia Hamilton & Associates investment management report as of December 31, 2014. Portfolio value was \$5,939,886.72 with a yield of 2.1%.

6. Investment Consultant's Report – Dahab Associates

Tom Donegan and Greg McNeillie reviewed the Plan's performance as of December 31, 2014. Asset allocation for the period: Large Cap Equities – 32.%, Mid Cap Equities – 11.2%, Small Cap Equities – 10.0%, International Equity – 8.5%, Real Estate – 12.7%, Fixed Income – 22.1% and Cash – 3.3%. Total portfolio value was \$26,936,504.

Additional discussion took place regarding concerns that the Trustees have with under performance by Herndon and Manning & Napier. Greg stated that, while he appreciates and understands their concerns, he assured them that he is closely watching them on a weekly basis and he feels that they deserve another quarter of performance.

7. Attorney's Report

Scott Christiansen began his report by providing a brief legislative update.

He continued his report by discussing the recent Police Pension Board Ordinance which was approved by the City Commission. The Ordinance allows for more liberal investment opportunities, but not more than 25% in foreign securities. Following a brief discussion, a motion was made by John Smith to authorize the Attorney to draft and submit the Ordinance to the City Commission for adoption and to request the accompanying Actuarial Impact Statement from the Actuary. Seconded by AJ Alberti, the motion carried unanimously.

8. Old Business

There was none.

9. New Business

The Plan Administrator informed the Board that the estate of Vincent Fioretti has been settled and a Trust was established for his children; Bradley Fioretti & Melissa Grace Fioretti. A lump sum retro payment of \$62,532.45 was issued for the payment period of 09/01/13 through 12/01/14 (15 months). Regular monthly benefit payments in the amount of \$4,168.83 began on 01/01/15 and the last payment will be made to the Trust Fund on 08/01/**2023**.

10. Public Comments

There were none.

11. Next Meeting Date

The next regular meeting date was set for Thursday, May 7, 2015 at 9:00 a.m.

12. Adjournment

The meeting ended at 10:30 a.m.



(For the Board) 05/07/2015
JOHN C SMITH

CITY OF SANFORD
FIREFIGHTERS' PENSION FUND

Disbursement Report
February 12, 2015

<u>Date</u>	<u>Issued to:</u>	<u>Issued for:</u>	<u>Amount</u>
11/07/14	F.P.P.T.A.	Re-Cert. Fee-Chang	\$30.00
12/01/14	Susy Pita	Admin. Svcs.-Dec.	\$1,000.00
12/16/14	Christiansen & Dehner	Legal Services	\$964.45
01/01/15	Susy Pita	Admin. Svcs.-Jan.	\$1,000.00
01/12/15	Christiansen & Dehner	Legal Services	\$37.90
01/12/15	Lee Munder Capital	Management Svcs.	\$5,632.95
01/19/15	Herndon	Management Svcs.	\$6,282.82
01/20/15	Garcia Hamilton	Management Svcs.	\$4,454.92
01/23/15	Polen Capital	Management Svcs.	\$7,354.00
01/30/15	Salem Trust	Custody Svcs.	\$3,981.73
02/01/15	Susy Pita	Admin. Svcs.-Feb.	\$1,000.00
02/05/15	Dahab	Consulting Svcs.	\$3,367.06
02/05/15	ASB	Management Svcs.	\$3,591.06

<u>Date</u>	<u>Contribution Refunds:</u>	<u>Amount</u>
	None	

<u>Date</u>	<u>DROP Distributions:</u>	<u>Amount</u>
	None	