

**WINTER GARDEN POLICE OFFICERS' & FIREFIGHTERS'
PENSION BOARD MEETING MINUTES
TUESDAY, MARCH 1, 2016 – 5:30 P.M.**

1. Call to Order and Roll Call

The meeting was called to order at 5:30 p.m. by the Acting Chairman, Erik Halluska. The following members were present: Phil Cross, Art Vogler, and new Trustee, Tony Gardner. Joe Morabito was absent. The following service providers were also in attendance: Scott Christiansen, Plan Counsel, John Thinnies, Investment Consultant, Todd Wishina, Investment Manager, Doug Lozen, Plan Actuary, and Mark Rhein from Salem Trust Company. There were also a few active members in the audience.

Due to the resignation of Tom Resko, the Trustees needed to select a new Chairman. A motion was made by Art Vogler to appoint Erik Halluska as the new Chairman. Seconded by Phil Cross, the motion carried unanimously.

Because Erik was appointed as the new Chairman, the Trustees needed to appoint a new Secretary. A motion was made by Erik Halluska to appoint Art Vogler as the new Secretary. Seconded by Phil Cross, the motion carried unanimously.

2. Approval of Minutes

A motion was made by Art Vogler to approve the minutes from the regular meeting held December 1, 2015. Seconded by Erik Halluska, the motion carried unanimously.

3. Disbursements

A motion was made by Art Vogler to approve the disbursement report as presented. Seconded by Phil Cross, the motion carried unanimously. *(Copy is attached for the record.)*

4. Actuarial Valuation Report

Doug Lozen presented the Actuarial Valuation Report as of 10/01/15. Following some discussion, a motion was made by Art Vogler to approve the report as presented. Seconded by Erik Halluska, the motion carried unanimously.

Doug continued his report to the Board by recommending that Foster & Foster prepare an experience study. Following a brief discussion, a motion was made by Art Vogler to authorize the Actuary to prepare an Experience Study at a not-to-exceed cost of \$7,500. Seconded by Erik Halluska, the motion carried unanimously. Doug will plan to present the study at the September 6th meeting.

A discussion then took place regarding the annual Declaration of Returns letter. Following input from the investment professionals, attorney, and the Trustees, a motion was made by Phil Cross 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 7.5%, net of investment expenses. Seconded by Art Vogler, the motion carried unanimously.

5. Investment Manager's Report

Todd Wishina presented the Highland Capital portfolio results for the quarter ending December 31, 2015. Ending value was \$11,093,750 and the cumulative return was 5.40%.

6. Investment Consultant's Report

John Thinnes presented the consultant's report for the period ending December 31, 2015. The asset allocation for the period at Market Value was: Domestic Equity – 52.1%, International Equity – 7.9%, Domestic Fixed Income – 21.7%, Global Fixed Income – 5.0%, Real Estate – 10.5%, and Cash – 2.8%. Total value was \$32,006,449. John also confirmed that the Plan does not have any investments with scrutinized companies and that they are also in compliance with PFIA.

7. Custodian's Report

Mark Rhein, from Salem Trust Company began his report to the Board by explaining the role of Salem Trust Company for the benefit of the new Trustee. He informed the Trustees that the 1099-R's were distributed early and there have been no reporting errors to date. He continued his report by explaining the new relationship between Salem Trust and a vendor called Globe Tax Services. This agency provides tax reclamation services to custodial banks. As a result, the Board has an opportunity to recover taxes paid on overseas investments. Mark is reviewing the data for this Plan and he will report back to the Board soon.

8. Attorney's Report

Scott Christiansen provided a brief legislative update and informed the Board that he will begin work on the updated Summary Plan Description as soon as the IRC/Share Plan Ordinance has been approved by the City.

9. Old Business

The drafted IRC/Share Plan Ordinance is still in the hands of the City. Susy will send an email to Frank Gilbert asking for an update on status of the drafted Ordinance that was sent to him back in November.

10. New Business

- (a) A motion was made by Phil Cross to approve of the retirement of Rickey McGhee, effective 10/24/15. Seconded by Art Vogler, the motion carried unanimously.
- (b) A motion was made by Phil Cross to approve of the retirement of William Sullivan, effective 11/20/15. Seconded by Art Vogler, the motion carried unanimously.

11. Public Comments

There were none.

12. Next Meeting Date

Next regular meeting date was set for Tuesday, May 31, 2016 at 5:30 p.m.

13. Adjournment

The meeting ended at 7:15 p.m.

For the Board: 