

Regular Meeting Minutes
Board of Trustees of the City of Winter Garden
Pension Plan for General Employees
June 6, 2017

A **REGULAR MEETING** of the Board of Trustees of the Pension Plan for General Employees was called to order by Chairman Theo Graham at 3:28 p.m. in Conference Room 213 at 300 West Plant Street, Winter Garden, Florida 34787-3009.

PRESENT: Chairman Theo Graham, Vice-Chairman Mark Griffith, Board Member Steve Santiago, Board Member Michael Cotton, John Thinnes of AndCo Consulting, Scott Christiansen of Christiansen & Dehner, P.A., Grant McMurray and Todd Wishnia of Highland Capital Management, LLC., and Laura Zielonka, Kathy Golden, & Ariel Kenon of City Staff.

APPROVAL OF MINUTES

Approval of minutes of the regular meeting dated March 7, 2017. **Motioned by Member Cotton to approve the minutes. Seconded by Board Vice-Chairman Griffith and carried 4-0.**

INVESTMENT REPORTS

Grant McMurray and Todd Wishnia of Highland Capital Management, LLC presented their firm's investment review for the Quarter Ending March 31, 2017. The Highland portfolio had a market value of \$9.9 million at the end of the quarter. Returns were 4.57% for the period, 10.05% fiscal year to date, and an annualized return of 10.33% for the past five years. The market value allocation of the Highland portfolio was 2.8% in Cash & Equivalents, 65.9% in Common Stock, and 31.3% in International Equity.

John Thinnes of AndCo Consulting presented his firm's investment performance review for the Period Ending March 31, 2017. The fund experienced net inflows of \$181,733 and investment gains of \$908,378 resulting in an ending balance of \$26,168,741 as compared to the previous quarter of \$25,078,629. The current net rate of return for the quarter is 4.04% compared to the policy index of 4.20%. Fiscal year to date and for the past year, 3 years, 5 years, and since inception, the fund has had annualized returns of 6.06%, 8.77%, 5.72%, 8.24% and 5.75%, respectively.

Mr. Thinnes also discussed having an investment manager from Sawgrass come to the next meeting to address low returns for the past year. He also provided the Board with an analysis of the difficulties for Large Cap Growth managers.

Mr. Thinnes also briefly discussed possibly adding passive income to the fund and will discuss the topic more in depth at the next meeting.

OLD BUSINESS

There was no old business for discussion.

NEW BUSINESS

The Board discussed the benefit calculations and selections for Paul Bekemeyer, Donald Cochran, Carl Miner, and Reid Revels; survivor benefits for Judy Anderson; and the return of contributions to member Matthew Lass. **Motioned by Vice-Chairman Griffith to approve the items as presented. Seconded by Board Member Cotton and carried 4-0.**

Scott Christiansen presented a revised Summary Plan Description to be distributed to general employees and discussed the changes. **Motioned by Vice-Chairman Griffith to approve the changes made to the revised Summary Plan Description. Seconded by Member Santiago and carried 4-0.**

MATTERS FROM CITIZENS

City Clerk Kathy Golden presented questions she had to the Board regarding the new plan changes. Finance Director Laura Zielonka informed Ms. Golden and the Board that the human resource department would be addressing these questions with all general employees. The Board discussed the questions with Mr. Christiansen, he requested a copy of the answers the City will provide to employees for review prior to distribution.

Ms. Golden also inquired on the effect of waiting until the next meeting to address any issues with investment manager Sawgrass. Mr. Thinnnes reassured her that the fund will be fine since they've performed well over the last five years. Given this Mr. Thinnnes advised it would be best for the Board to meet with Sawgrass before making any decisions.

MATTERS OF THE CHAIRMAN AND BOARD MEMBERS

There were no matters of the Chairman and the Board.

ATTORNEY'S REPORT

Mr. Christiansen reminded the board to file their financial disclosure forms with the State. He also informed the Board that no legislation affecting the plan was passed since the last meeting.

BILLS AND EXPENSES FOR APPROVAL


The following bills and expenses were presented to the Board for Approval:

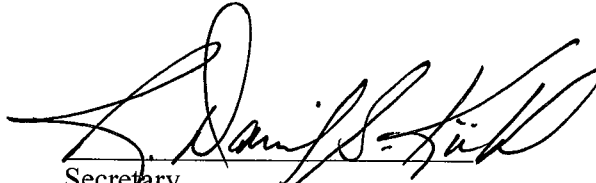
- A. AndCo Consulting invoice 21541 dated March 31, 2017 in the amount of \$5,625.00
- B. Christiansen & Dehner, P.A. invoice 30126 dated January 31, 2017 in the amount of \$15.83.
- C. Christiansen & Dehner, P.A. invoice 30389 dated March 31, 2017 in the amount of \$1,197.27.
- D. Foster & Foster invoice 10224 dated March 29, 2017 in the amount of \$12,265.00.
- E. Garcia, Hamilton, & Associates, L.P. invoice 27881 dated April 10, 2017 in the amount of \$3,805.50.
- F. Gibson & Wirt, Inc. Invoice 45796 dated May 09, 2017 in the amount of \$5,629.00
- G. Highland Capital Management, LLC Invoice 14943 dated April 05, 2017 in the amount of \$9,936.64.
- H. Salem Trust Co. fee advice dated April 05, 2017 in the amount of \$3,898.05.
- I. Sawgrass Asset Management statement dated April 06, 2017 in the amount of \$10,164.67

Motioned by Member Cotton to approve the Bills and Expenses as presented. Seconded by Board Member Santiago and carried 4-0.

ADJOURNMENT

Meeting was adjourned at 4:20 pm


Chairman


Secretary