

Regular Meeting Minutes
Board of Trustees of the City of Winter Garden
Pension Plan for General Employees
September 5, 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 3:30 p.m. in Conference Room 213 at 300 West Plant Street, Winter Garden, Florida 34787-3009.

PRESENT: Chairman Theo Graham, Secretary Daniel Kuhl, Board Member Steve Santiago, Board Member Michael Cotton, John Thinnes of AndCo Consulting, Scott Christiansen of Christiansen & Dehner, P.A., Grant McMurray of Highland Capital Management, LLC., Gregory Gosch and Anthony Brooks of Sawgrass Asset Management, LLC, and Michael Caines, & Ariel Kenon of City Staff.

APPROVAL OF MINUTES

Approval of minutes of the regular meeting dated June 6, 2017. **Motioned by Secretary Kuhl to approve the minutes and seconded by Board Member Cotton. Carried 4-0.**

INVESTMENT REPORTS

Grant McMurray of Highland Capital Management, LLC presented their firm's investment review for the Quarter Ending June 30, 2017. The Highland portfolio had a market value of \$10 million at the end of the quarter. Returns were 1.48% for the period, 11.67% fiscal year to date, and an annualized return of 12.21% for the past five years. The market value allocation of the Highland portfolio was 3.1% in Cash & Equivalents, 65.3% in Common Stock, and 31.6% in International Equity.

Gregory Gosch and Anthony Brooks of Sawgrass Asset Management presented their firm's investment review for the Quarter Ending June 30, 2017. The Sawgrass portfolio had an ending market value of \$6.9 million for the quarter, up from the starting market value of \$6.34 million. The portfolio returned 2.6% for the quarter and 10.7% for the year. Over the past 3 years, 5 years, 7 years, and since inception, annualized returns were 8.2% 12.8%, 14.8%, and 8.3% respectively. They also addressed concerns with the Board regarding their performance for the last year.

John Thinnes of AndCo Consulting presented his firm's investment performance review for the Period Ending June 30, 2017. The fund experienced net outflows of \$167,705 and investment gains of \$259,242 resulting in an ending balance of \$26,260,278 as compared to the previous quarter of \$26,168,741. The current net rate of return for the quarter is 1.55% compared to the policy index of 2.92%. Fiscal year to date and for the past year, 3 years, 5 years, and since inception, the fund has had annualized returns of 7.70%, 9.11%, 5.28%, 9.10% and 5.75%, respectively.

OLD BUSINESS

There was no old business for discussion.

NEW BUSINESS

The Board discussed the benefit calculations and selections for Lashay Fleming and Ricky Jones. **Motioned by Member Cotton to approve the items as presented and seconded by Secretary Kuhl. Carried 4-0.**

The board discussed beneficiary Scott Reichert's failure to return PF-11 Confirmation of Receipt of Retirement Benefits with Attorney Scott Christiansen. Mr. Christiansen advised the board to send Mr. Reichert a final letter notifying him that a hearing would be scheduled for the next meeting and his benefits would be suspended if he did not respond before then.

The Board discussed the employee election results with the regular seat awarded to Michael Caines.

MATTERS OF THE CHAIRMAN AND BOARD MEMBERS

There were no matters of the Chairman and the Board.

ATTORNEY'S REPORT

Mr. Christiansen informed the Board that everyone has filed their (Form-1) Financial Disclosure.

Mr. Christiansen verified with Mr. Kenon that the Summary Plan Description approved at the last meeting had been handed out to all employees.

Mr. Christiansen inquired about a list of questions that were given regarding DROP at the last meeting and whether the City addressed them or needed him to. Mr. Kenon informed him that the City did hold meetings with employees to address any questions they may have had regarding the new program.

Mr. Christiansen informed the Board of Senate bill 80 and advised the board to have a noticed posted informing the public of the RMLO in City Hall and on the City's website.

BILLS AND EXPENSES FOR APPROVAL

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

- A. AndCo Consulting invoice 22377 dated June 30, 2017 in the amount of \$5,625.00
- B. Christiansen & Dehner, P.A. invoice 30533 dated April 30, 2017 in the amount of \$782.46.
- C. Christiansen & Dehner, P.A. invoice 30670 dated May 31, 2017 in the amount of \$905.16.
- D. Christiansen & Dehner, P.A. invoice 30860 dated June 30, 2017 in the amount of \$1,263.83
- E. Foster & Foster invoice 10558 dated June 02, 2017 in the amount of \$3,200.00.
- F. Garcia, Hamilton, & Associates Invoice 28291 dated July 12, 2017 in the amount of \$3,827.73.
- G. Highland Capital Management Invoice 16101 dated July 06, 2017 in the amount of \$10,019.56.
- H. Salem Trust fee advice dated July 06, 2017 in the amount of \$4,375.60.
- I. Sawgrass Asset Management statement dated July 12, 2017 in the amount of \$10,357.55.

Motioned by Secretary Kuhl to approve the bills and expenses as presented and seconded by Board Member Cotton. Carried 4-0.

ADJOURNMENT

Meeting was adjourned at 4:34 pm

Leo Graham
Chairman

John S. Smith
Secretary