

**POLICE OFFICERS' PENSION BOARD  
MEETING  
SEPTEMBER 20, 2018**

**MEMBERS PRESENT:** Dylan Renz, Chairman  
Harry Bartell, Thomas Ford, Samuel Kiburz

**MEMBERS ABSENT:** Chris Salsman

**OTHERS PRESENT:** Jack Evatt, AndCo Consulting  
Kerry Richardville, AndCo Consulting  
Lee Dehner, Board Attorney

**CALL TO ORDER/ANNOUNCEMENTS**

- A. Roll Call
- B. Next Scheduled Meeting
  - November 29, 2018

**CITIZEN COMMENTS ON AGENDA ITEMS ONLY**

- There were none.

**APPROVAL OF MINUTES**

- A. June 21, 2018
  - Mr. Kiburz MOVED, Mr. Ford SECONDED to approve the June 21, 2018 minutes. MOTION CARRIED UNANIMOUSLY.

**NEW BUSINESS**

- A. Elect Vice Chairman
  - Mr. Renz opened the floor for nominations.
  - Mr. Bartell NOMINATED Mr. Kiburz for Vice Chairman.
  - Mr. Renz called for any other nominations; as there were none, Mr. Kiburz was appointed by acclamation.
- B. Report from AndCo Consulting
  - Ms. Kerry Richardville, AndCo Consulting (ACC), drew members' attention to ACC's Investment Performance Review/Period Ending June 30, 2018, as delineated in the agenda material. She spoke on market performance in general, commenting favorably on the domestic market environment. She noted the Plan performed above the benchmark, then reviewing Total Fund Performance, as delineated on page 15, as follows: quarter, 1.53% (42<sup>nd</sup> percentile); 1 year, 9.22% (32<sup>nd</sup> percentile); 3 year, 6.73% (58<sup>th</sup> percentile). She reviewed Garcia Hamilton's performance, the process used to complete transfers, the Receipt and Disbursement account's activity and distributions to pensioners, as requested by the Board.

- Mr. Jack Evatt, ACC, further clarified Vanguard's performance, the Plan's policy regarding significant market corrections and the content emphasized in the reports.
  - Mr. Bartell asserted evaluating three year performance was critical, requesting those performance figures for managers/funds which were lacking same in the reports presented this date.
  - Mr. Evatt explained three year figures were available on pages 34 and 35 of the Quarterly Report.
  - Mr. Bartell expressed a desire for reports to be sent to members prior to meetings.
  - Mr. Evatt then distributed copies of an Introduction to Private Real Estate, as delineated in the agenda material, explaining he wished to educate the newer members of the Board on the Plan's real estate holdings. He spoke regarding investment challenges and real estate drivers of returns, cycle phases, benefits, implementation considerations, risks and opportunities, followed by a lengthy question and answer session. He reminded members of his presentation on emerging market managers, as detailed in the Board's June 21, 2018 minutes, briefly reviewing same.
  - Discussion ensued with a consensus to defer a decision to the Board's next meeting when all members would be present.
  - Mr. Bartell then stated he wished to have Mr. Evatt prepare a comparison between the investment portfolio as it was presently constructed and the Plan's investment assumption, confirming the Board was amenable to same.
- C. Approval of Budget for Fiscal Year 2019
- Mr. Renz noted former Mr. Larry Schrader had advised a budget had inadvertently not been approved for Fiscal Year (FY) 2017/2018. He reviewed the proposed FY 2018/2019 budget, noting the increase in Legal Services & Fees resulted from an ongoing disability claim.
  - Board Attorney Lee Dehner suggested adding Disability Processing to the Legal Services & Fees line or creating a separate line item for Disability Processing. He noted inclusion of the Investment Management line item was acceptable but not required, commenting favorably on providing a cushion in the budget.
  - Mr. Kiburz confirmed the current fiscal year would end September 30, 2018, questioning if the Board was approving a budget for expenses which were already incurred.
  - Board Attorney Dehner replied the budget under discussion was for FY 2018/2019. He explained the Board needed to review, approve and file an actual expenses-incurred list as of the end of FY 2017/2018. He advised an itemization of investments would have to be filed with the City.

- Mr. Renz questioned if expenses incurred could be reviewed at the November 29, 2018, meeting.
- Board Attorney Dehner replied in the affirmative.
- Mr. Renz drew members' attention to documentation from Salem Trust regarding the Plan's actual expenses incurred as of September 19, 2018, calling for a motion to approve the budget for FY 2018/2019 with Disability Processing denoted as a separate line item.
- Mr. Kiburz MOVED, Mr. Bartell SECONDED to approve the budget for FY 2018/2019 as amended. MOTION CARRIED UNANIMOUSLY.

D. 2019 Proposed Meeting Dates

- Mr. Renz reviewed the proposed meeting dates for 2019 as follows: March 21, 2019, June 20, 2019, September 19, 2019, and December 19, 2019.
- Mr. Bartell confirmed the meetings would be held at 1:30 p.m.
- Mr. Bartell MOVED, Mr. Kiburz SECONDED to approve the proposed meeting dates. MOTION CARRIED UNANIMOUSLY.

**STAFF COMMENTS**

- Board Attorney Dehner announced another directive regarding retirees or beneficiaries who could not be located was being added to the previously discussed amendments to the Plan's ordinance and Rules & Procedures, as directed by the Internal Revenue Service. He noted a court appearance for Mr. Lee Coel's criminal was scheduled for October 2, 2018; however, the appearance was postponed to a later date. He stated the outcome of the court case could have significant impact on what action the Board would take.

**COMMITTEE/BOARD COMMENTS**

- Mr. Kiburz announced the Florida Public Pension Trustee Association's Winter Trustee School would soon begin, confirming Board Attorney Dehner would attend.
- Mr. Renz thanked Mr. Ford for his service on the Board.
- Board Attorney Dehner advised Mr. Ford would need to file a Form 1F.
- Mr. Renz introduced Mr. Norman Ashworth, who would succeed Mr. Ford on the Board.
- Board Attorney Dehner advised Mr. Ashworth would need to file a Form 1.

**ADJOURNMENT**

- Meeting Adjourned: 3:11 p.m.

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Dylan Renz, Chairman

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Sara Welch, Recording Secretary