

CITY OF VENICE
MUNICIPAL FIREFIGHTERS' PENSION TRUST FUND
BOARD MEETING
MINUTES
Monday, June 12, 2023 - 4:00 P.M.

Members Present: Tyler Eaton, Chairman
Rich Lanigan, Secretary
Barbara Fraser
Ed Van Deusen

Members Absent: Mike Hoisington

Plan Auditor: Jon Tapp, MCL
Plan Attorney: Scott Christiansen
Plan Consultant: Jennifer Gainfort, AndCo
Plan Administrator: Shelly Baumann
City Staff: None

CALL TO ORDER/ ROLL CALL

The meeting was called to order at 4:12 P.M.; by Chairman Tyler Eaton who stated that a quorum was present with four (4) members in attendance.

HEAR THE AUDIENCE – No one in the audience spoke.

APPROVAL OF MINUTES – The minutes of the regular meeting of March 13, 2023 were presented.

Ed Van Deusen made a motion to approve the minutes of the March 13, 2023, quarterly meeting; Barbara Fraser seconded the motion. Motion carried unanimously.

CONSENT AGENDA –

Approval of Payments:

Approval of the following payments as presented:

- 1174 – Pension Adm Services – Reimb 3-13-23 agenda & backup \$ 8.71
- 1175 – Christiansen & Dehner – Service for February 2023 \$ 1,391.60
- 1176 – Foster & Foster – Attn. 12-12-22 mtg, 14-member statements \$ 1,238.00
- 1177 – Pension Adm. Services – Service for March 2023 \$ 1,450.00

CONSENT AGENDA – CONT.

Approval of Payments:

• 1178 – Pension Adm. Services – Service for April 2023	\$ 1,450.00
• 1179 – Pension Adm. Services – copies of Share Plan for members	\$ 2.58
• 1180 – MSL – Final Billing FY 2021-2022 Audit & State Report	\$ 2,500.00
• 1181 – Christiansen & Dehner – Service for March 2023	\$ 843.37
• 1182 – Garcia Hamilton – Quarterly fee January – March 2023	\$ 5,253.07
• 1183 – Salem Trust – Quarterly Fee January – March 2023	\$ 6,312.58
• 1184 – Florida Municipal Inx. Trust – FY 23-24 Liability Insurance	\$ 7,691.78
• 1185 – Brandywine Global – Quarterly Fee January – March 2023	\$ 4,291.54
• 1186 – AndCo Consulting Quarterly fee January – March 2023	\$ 4,375.00
• 1187 – Great Lakes Advisors – Quarterly fee January – March 2023	\$ 3,450.89
• 1188 – Christiansen & Dehner – Service for April 2023	\$ 646.10
• 1189 – Pension Adm. Services – Service for May 2023	\$ 1,450.00

Barbara Fraser made a motion to approve Consent Agenda vouchers #1174-1189 as presented; Ed Van Deusen seconded the motion. Motion carried unanimously.

TRUE UP – Timothy Y. Tramel

Mr. Tramel retired with an effective date of March 1, 2023, and was paid using an estimate of earnings. After his termination the actuary prepared a Final Benefit Calculation. Based on the Final Calculation Mr. Tramel's new monthly benefit is **\$4,778.98 per month** with 100% continued to his Joint Annuitant. Mr. Tramel is also due a one-time adjustment of **\$2,180.94** for the under payment of March and April.

Rich Lanigan made a motion to approve the Final Benefit Calculation for Timothy Y. Tramel payable for his Lifetime with 100% continued to his Joint Annuitant in the amount of \$4,778.98 per month and to pay a one-time adjustment of \$2,180.94 for underpayment of March and April; Barbara Fraser seconded the motion. Motion carried unanimously.

TRUE UP – Dewey E. Miller

Mr. Miller retired with an effective date of January 1, 2023 and was paid using an estimate of earnings. After his termination the actuary prepared a Final Benefit Calculation. Base on the Final Calculation Mr. Miller's new monthly benefit is **\$4,195.88 per month for his lifetime only**. Mr. Miller is due a net adjustment to his PLOP of **\$37.28** and a monthly benefit adjustment of **(-\$1.72)**.

Barbara Fraser made a motion to approve the Final Benefit Calculation for Dewey E. Miller payable for his Lifetime only in the amount of \$4,195.88 per month and to pay a one-time adjustment of \$37.28 to his PLOP and (-\$1.72) to his monthly benefit; Rich Lanigan seconded the motion. Motion carried unanimously.

PRESENTATION – Jon Tapp, MSL

Mr. Tapp addressed the Board to present the audit for Fiscal Year Ending September 30, 2022. Mr. Tapp reported that the audit received an unmodified clean opinion which is the best you can get. Mr. Tapp noted that the state report was submitted and a correction was made and they are now waiting for acceptance by the state.

Rich Lanigan made a motion to approve the Audit for Fiscal Year ending September 30, 2022 as presented; Ed Van Deusen seconded the motion. Motion carried unanimously

PLAN ADMINISTRATOR

Plan Administrator – Shelly Baumann

Administrator Baumann addressed the following:

- Administrator Baumann presented the **2nd Quarter FY 2022-2023 Expenditure Report January – March 2023**. This report is informational only and requires no action.
- Administrator Baumann reported that a letter was sent to Finance Director, Linda Senne requesting that the city pay the \$100.00 Waiver of Recourse. Payment was received by the insurance company.

FINANCIAL REPORTS

The following are portfolio holdings as of 03/31/2023 as presented in the financial reports received by the Board.

Investment Manager – Great Lakes Advisors – No one from Great Lakes was in attendance. Holdings as of 03/31/2023 are summarized as below:

Portfolio Value on 12/31/2022	\$2,504,223.37
Net Contributions/Withdrawals	(3,486.07)
Realized Gains	19,144.56
Unrealized Gains	15,167.54
Income Received	<u>9,544.93</u>
Ending Value 03/31/2023	<u>\$2,544,594.33</u>

The regular full First Quarter 2023 Report for Great Lakes Advisors was included in the Board's agenda packet and a copy of the report is filed with these minutes.

FINANCIAL REPORTS – Cont.

Investment Manager – American Core Realty Fund, LLC. No one from American Core Realty Fund was in attendance.

Portfolio Holdings as of 03/31/2023 for Account No. 1151 are summarized as below:

Beginning Net Asset Value 12/31/2022	3,580,115.61
Contributions	-0-
Withdrawals	-0-
Net Income Before Fees	24,962.29
Distributions Declared	
Asset Management Fees	(9,522.34)
Available for Reinvestment/Distribution	(26,278.82)
Amount Reinvested	26,278.82
Distributions Payable	-0-
Unrealized Gain/(Loss)	(116,345.75)
Realized Gain/(Loss)	(<u>26,063.66</u>)
Ending Net Asset Value 03/31/2023	<u>3,453,146.15</u>

The regular full First Quarter 2023 Report for American Core Realty Fund was included in the Board's agenda packet and a copy of the report is filed with these minutes.

Investment Manager – Garcia Hamilton. No one from Garcia Hamilton was in attendance. Portfolio Holdings as of 03/31/2023 are summarized as below:

Portfolio Value on 12/31/2022	\$6,745,811.02
Accrued Interest	31,441.31
Net Additions/Withdrawals	(5,082.94)
Realized Gains/Losses	50,692.99
Unrealized Gains/Losses	130,032.96
Income Received	60,094.11
Change in Accrued Interest	(<u>8,898.33</u>)
Portfolio Value on 03/31/2023	6,981,548.14
Accrued Interest	<u>22,542.98</u>
Total Portfolio on 03/31/2023	\$7,004,091.12

The regular full First Quarter 2023 Report for Garcia Hamilton was included in the Board's agenda packet and a copy of the report is filed with these minutes.

Performance Monitor – AndCo Consulting

Ms. Jennifer Gainfort addressed the Board to present her report for quarter ending March 31, 2023. Ms. Gainfort reported that the Plan began with \$30,252,031 and ended with \$31,141,750 for a total fund change of 1,169,588. Earnings as a percent for the quarter were 3.82% and 9.85% for the FYTD. Ms. Gainfort reported that the Federal Reserve increased rates two (2) times in the last quarter and she expects them to increase rates at least two (2) more times in 2023. Ms. Gainfort informed the Board that Great Lakes have been put on a “watch notice” due to their performance.

All Portfolio Holdings as of 03/31/2023 are summarized as below:

Garcia Hamilton Fixed Income Portfolio	7,006,062
Vanguard Total Stock Market Index (VITSX)	7,044,106
American Funds EuroPacific Gr R5 (RERFX)	2,153,639
Brandywine Dynamic Value (Equity)	3,814,946
Great Lakes Equity	2,544,594
ARA American Core Realty Fund	3,453,146
MFS Growth R6 (MFEKX)	1,502,959
PIMCO Global Bond (PGBIX)	1,184,732
DFA International Value (DFVIX)	2,123,785
R&D Account	<u>313,781</u>
Total Fund at 03/31/2023	<u>\$31,141,750</u>

The regular full First Quarter of 2023 Report for AndCo Consulting was included in the Board’s agenda packet and a copy of the report is filed with these minutes.

ATTORNEY’S REPORT

Plan Attorney – Scott Christiansen

1. Attorney Christiansen stated that the term of Tyler Eaton and Mike Hoisington are up 9-30-2023. He also said that the Board should re-select Rich Lanigan as the 5th member. Shelly will put this on the next agenda.
2. Attorney Christiansen reported that he sent a proposed Ordinance to the city to allow for retirees to serve on the Board once the active members falls below 10. It was noted that the city attorney has approved the proposed Ordinance so it looks like it will move forward.
3. Attorney Christiansen reported on new Florida Legislation that would change the Plan. The bill is House Bill #3 and it prohibits ESG investing as a focus on making investments. You must invest based on the best return with the least amount of risk. There will be some additional reporting required to show compliance with HB #3.
4. Attorney Christiansen reminded Administrator Baumann that the FY 2023-2024 Budget must be on the next agenda in order for it to be adopted prior to October 1, 2023.

ATTORNEY'S REPORT – CONT.

5. Attorney Christiansen revised form PF-15 Special Tax Notice to include language for the Secure Act 2.0. This deals with the Required Minimum Distribution Date. The first Secure Act, passed in 2019 raised the age from 70 ½ to age 72. The Secure Act 2.0 will now raise the age for individuals who attain age 72 after December 31, 2022, and age 73 before January 1, 2033. For individuals who attain age 74 after December 31, 2032 the applicable age is 75.
6. Attorney Christiansen informed the Board that he needs to make changes to the Plan and asked the Board to authorize him to do so.

Ed Van Deusen made a motion to authorize the Plan attorney to prepare an Ordinance to incorporate the Secure Act 2.0 and the buyback of prior fire time or military time over five (5) years using payroll deduction; Barbara Fraser seconded the motion. Motion carried unanimously

7. Attorney Christiansen then stated that it is time to update the Summary Plan Description and asked the Board to authorize him to do so.

Rich Lanigan made a motion to authorize the Plan attorney to update the Summary Plan Description; Ed Van Deusen seconded the motion. Motion carried unanimously

CHAIR REPORT, OTHER BOARD MEMBERS – none

SCHEDULE OF MEETINGS – All at 4:00 p.m.

2023 Meetings

- Monday, September 11, 2023
- Monday, December 11, 2023

ADJOURNMENT - There was no further business, and the meeting was adjourned.

APPROVED:



TYLER EATON, CHAIRMAN



RICH LANIGAN, SECRETARY