

***City of Miami Springs Police and Firefighters'  
Retirement System  
Minutes of the Meeting Held  
November 6, 2014***

The regular meeting of the Board of Trustees of the City of Miami Springs Police and Firefighters' Retirement System was called to order at 8:39 AM by Chairman Peter Baan in the Commission Chambers at the City of Miami Springs City Hall at 201 Westward Drive, Miami Springs, Florida.

**TRUSTEES PRESENT**

Peter Baan, Chair  
Jimmy Deal, Trustee  
Jonathan Kahn, Trustee

**OTHERS PRESENT**

Audrey Ross, Pension Resource Centers (PRC)  
Steve Cypen, Cypen & Cypen  
Brendon Vavrica, Thistle Asset Consulting  
Grant McMurry, ICC Capital  
William Alonso, City of Miami Springs Finance Director  
Moira Ramos, City of Miami Springs Finance Dpt.

**PUBLIC COMMENTS**

N/A

**INVESTMENT MANAGER REPORT: ICC CAPITAL MANAGEMENT (GRANT MCMURRY)**

Mr. McMurry stated that it was not a great quarter. The fund was up and was doing well all quarter until September and then the market fell. For the quarter ending September 30, 2014 the fund was down -0.48% versus the index at 0.80%, but for the fiscal year they are doing well at 9.36% versus the index at 14.12%. Since the end of the quarter they have rebounded and are up 3.9% for the month of October versus the index at 2.6%. Mr. McMurry stated that recently they have been able to move back into a little more of the riskier assets and that has helped increase their return as well. The portfolio has a slight overweight to energy and financials and an underweight to health care and information technology. Mr. McMurry commented that overall the portfolio is doing well, although he does think that there is still a little more room for growth on the equity side.

**INVESTMENT CONSULTANT REPORT: THISTLE ASSET CONSULTING (BRENDON VAVRICA)**

Mr. Vavrica explained that the total portfolio currently has a little overweight on growth versus value. He noted that the Plan's new International managers were funded on September 30, 2014 from the equity side. Mr. Vavrica reminded the Trustees that not one security holds more than 5% of the portfolio. He briefly reviewed the compliance checklist and noted that the Plan is in compliance and there are no issues. For the quarter ending September 30, 2014 the total fund was slightly behind the index at 0.24% versus 0.85%, but for the fiscal year they are way above their assumed rate of return at 11.71% versus the index at 13.20%. Mr. Vavrica reviewed each manager's return for the quarter and noted that the ICC large cap growth fund was negative but all the other managers did well. He explained that by adding in the new recent managers it will start to add diversification to the portfolio which will help increase returns with less risk.

Lastly Mr. Vavrica reviewed the American Realty consent to solicit. He explained that American Realty wants to convert to a limited partnership so that they can start getting

some international clients. Mr. Vavrica noted that this name change does not and will not have any impact to the plan or the portfolio (it is more of a legal name change). Mr. Cypen commented that he is fine with the name change.

**MOTION:** Mr. Kahn made a motion to approve and authorize American Realty's consent to solicit.

**SECOND:** Mr. Deal seconded the motion.

**CARRIED:** The motion carried 3-0.

**MINUTES**

The board reviewed the minutes of the August 7, 2014 regular meeting.

**MOTION:** Mr. Kahn made a motion to approve the minutes of the August 7, 2014 meeting as amended.

**SECOND:** Mr. Deal seconded the motion.

**CARRIED:** The motion carried 3-0.

**DISBURSEMENTS APPROVAL**

Ratification of warrants processed since the August 7, 2014 Meeting

Warrant No.	Payee	Amount	Invoice Date
294	Resource Centers, LLC - Invoice #13331 (August 2014 Admin Fee)	\$924.31	7/31/14
	Evergreen Insurance Agency - Fiduciary Liability renewal (Effective Date 08/22/14 through 8/22/15)	\$6,281.00	8/1/14
	Cypen & Cypen Invoice #7067 (August 2014 Legal Fee)	\$1,250.00	8/1/14
295	Resource Centers, LLC - Invoice #13391 (September 2014 Admin Fee)	\$953.70	8/29/14
	Holland & Knight LLP - Invoice #3089075 for professional services rendered through 8/15/2014 (Pension Plan Compliance Review - IRS Determination Letter).	\$150.00	8/8/14
	Cypen & Cypen Invoice #7093 (September 2014 Legal Fee)	\$1,250.00	9/1/14
	FPPTA - Trustee School Registration Fee for Rob Gordon (Fall Trustee School, Bonita Springs, October 5-8, 2014)	\$450.00	9/11/14

**MOTION:** Mr. Deal made a motion to approve Warrants 294 through 295.

**SECOND:** Mr. Kahn seconded the motion.

**CARRIED:** The motion carried 3-0.

**BENEFIT APPROVALS:**

- Applications for a Refund of Contributions:
  - Gonzalo Garcia
  - Oscar Garcia

**MOTION:** Mr. Kahn made a motion to approve the applications for a refund of

contributions for Gonzalo Garcia and Oscar Garcia.

**SECOND:** Mr. Deal seconded the motion.

**CARRIED:** The motion carried 3-0.

**OLD BUSINESS**

N/A

**NEW BUSINESS**

Ms. Ross presented the Board with the list of the 2015 meeting dates.

Ms. Ross stated that Salem Trust is trying to migrate over to making electronic payments (via ACH) to service providers. They need the boards consent to be able to reach out to each of the Plan's service providers to see if they are willing to receive their payments via ACH instead of in a check form like current.

**MOTION:** Mr. Deal made a motion to approve and authorize Salem Trust's client ACH authorization agreement.

**SECOND:** Mr. Kahn seconded the motion.

**CARRIED:** The motion carried 3-0.

Ms. Ross presented the Board with the GRS letter regarding Senate Bill 534. She explained that due to the new GASB requirements there will be additional reports that the Actuary will need to complete this year. One of those reports requires that a study be completed reflecting that the Plan uses an assumed rate of return that is 2% lower than the Plan's actual assumed rate of return. Therefore the Actuary is recommending that an additional study should be completed reflecting the Plan's assumed rate at 2% above the Plan's rate of return (although this is not a State requirement, but a recommendation for comparing purposes). The total fee for all these additional reports range from \$2,500 to \$3,000, depending on if the Board wants the additional study completed for \$500.

**MOTION:** Mr. Deal made a motion to approve the GRS letter regarding the Senate Bill 534 changes, which also includes the fee increase not to exceed \$3K (includes the additional \$500 study).

**SECOND:** Mr. Kahn seconded the motion.

**CARRIED:** The motion carried 3-0.

**OTHER BUSINESS**

N/A

**REPORTS**

- Chairman: (Pete Baan)
  - N/A
- Administrator: PRC (Audrey Ross)
  - N/A
- Attorney: Cypen & Cypen (Steve Cypen)
  - N/A

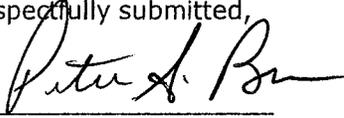
**NEXT MEETING DATE**

Thursday February 5, 2015 @ 8:30 AM

**ADJOURN**

There being no further business, a motion was made to adjourn the meeting at 9:39 AM.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Pete A. Baan". The signature is written in a cursive style with a horizontal line underneath it.

Pete Baan, Chairman