

**CITY OF MIAMI SPRINGS GENERAL EMPLOYEES'
RETIREMENT SYSTEM
MINUTES OF THE MEETING HELD
NOVEMBER 6, 2014**

The regular meeting of the Board of Trustees of the City of Miami Springs General Employees' Retirement System was called to order at 8:39AM by Chairman Tom Cummings in the Commission Chambers at the City of Miami Springs City Hall at 201 Westward Drive, Miami Springs, Florida.

TRUSTEES PRESENT

Tom Cummings, Chair
Sheryl Bowein, Secretary
Francisco Arguelles, Trustee
Ronald Gorland, Trustee
Terri Schuh, Trustee

OTHERS PRESENT

Audrey Ross, Pension Resource Centers (PRC)
Grant McMurry, ICC Capital,
Steve Cypen, Cypen & Cypen
Brendon Vavrica, Thistle Asset Consulting
William Alonso, City of Miami Springs Finance Director
Moirá 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 -0.47% versus the index at 0.80%, but for the fiscal year they are doing well at 9.69% 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 0.25% versus 0.85%, but for the fiscal year they are way above their assumed rate of return at 11.83% 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 with 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. Arguelles made a motion to approve and authorize American Realty's consent to solicit.

SECOND: Ms. Gorland seconded the motion.

CARRIED: The motion carried 5-0.

MINUTES

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

MOTION: Ms. Schuh made a motion to approve the minutes of August 7, 2014 regular meeting as amended.

SECOND: Mr. Arguelles seconded the motion.

CARRIED: The motion carried 5-0.

DISBURSEMENTS APPROVAL

Ratification of warrants processed since the November 6, 2014 meeting:

Warrant #	Payee	Amount	Invoice Date
342	Mutual of Omaha (Inv. #000341846867) - September 2014 Life Insurance Fee	\$172.90	8/13/14
	Cypen & Cypen - Invoice #7068 (August 2014 Legal Fee)	\$1,250.00	8/1/14
	Evergreen Insurance Agency Fiduciary Liability Insurance Renewal - 8/22/14 to 8/22/15	\$5,356.54	8/1/14
	Resource Centers, LLC - Invoice #13330 (September 2014 Admin Fee)	\$1,550.00	7/31/14
343	Mutual of Omaha (Inv. #000345178009) - October 2014 Life Insurance Fee	\$174.65	9/15/14
	Cypen & Cypen - Invoice #7094 (September 2014 Legal Fee)	\$1,250.00	9/1/14
	Holland & Knight LLP - Invoice #3089073 for professional services rendered through 8/15/2014 (Pension Plan Compliance Review - IRS Determination Letter).	\$75.00	9/8/14
	Resource Centers, LLC - Invoice #13390 (October 2014 Admin Fee)	\$1,569.36	8/29/14

MOTION: Ms. Bowein made a motion to approve Warrants 342 through 343.

SECOND: Ms. Schuh seconded the motion.

CARRIED: The motion carried 5-0.

BENEFIT APPROVALS:

- **Application for a Refund of Contributions:**
- Olaniyan Mustipher

MOTION: Ms. Bowein made a motion to approve the application for a refund of contributions for Olaniyan Mustipher

SECOND: Mr. Arguelles seconded the motion.

CARRIED: The motion carried 5-0.

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. Arguelles made a motion to approve and authorize Salem Trust's client ACH authorization agreement.

SECOND: Ms. Bowein seconded the motion.

CARRIED: The motion carried 5-0.

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. Gorland 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. Arguelles seconded the motion.

CARRIED: The motion carried 5-0.

OTHER BUSINESS

N/A

REPORTS

- **Administrator: PRC (Audrey Ross)**
 - N/A
- **Attorney: Cypen & Cypen (Steve Cypen)**
 - N/A

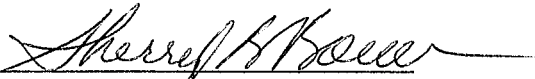
NEXT MEETING DATE

Thursday February 5, 2015 @ 8:30 AM

ADJOURN

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

Respectfully submitted,


Sherryl B. Bowein, Secretary