

The regular meeting of the City of Taylor Police & Fire Retirement System Board was held at the Taylor Police Department 23515 Goddard Road (second floor conference room), Taylor Michigan, on Thursday, August 8, 2019.

**Present:** Chairman Nick Hill, Trustee Jason Couture, Trustee Jesse Kriebel.

**Also Present:** Jack Timmony, Vanoverbeke Michaud & Timmony P.C., Legal Counsel; Chris Kuhn, FA, CAIA, AndCo, Investment Consultant; Kirk VanDagens, CIMA Sr. Client Advisor, PNC Institutional Investments; Retiree Ronald McNamee, Patricia Vannorden City of Taylor HR Department.

**Excused:** Trustee Gerry Taylor

**Trustee and Chairman Nicolas Hill called the meeting to order at 4:11 P.M.**

**Motion by Kriebel, supported by Couture.**

Resolved: To approve the minutes of the regular meetings of the City of Taylor Police & Fire Retirement System held May 9, 2019 and July 11, 2019.

*Unanimously approved.*

08.50-19

**Motion by Couture, supported by Kriebel:**

Resolved: To receive and file the following financial correspondence:

1. Distribution notice dated May 15, 2019 received from Intercontinental with a distribution date of May 23, 2019 in the amount of \$142,488.43. The Fund withheld \$24,990.01 for payment of asset management fees for the first quarter 2019, resulting in a net distribution in the amount of \$117,498.31.
2. Employee contributions received from the City of Taylor for March 2019 and April 2019 in the amounts of \$48,158.87 and \$50,478.39 respectively.
3. Letter dated May 22, 2019 received from Bloomfield Capital referencing Bloomfield Capital Income Fund V, LLC – Series Designation of Fund II Rollover Commitment.
4. Return of capital distribution notice from Bloomfield Capital Income Fund II, LLC dated June 5, 2019.
5. Return of capital call distribution notice from Bloomfield Capital Income Fund III, LLC dated June 5, 2019.
6. Memo received from City of Taylor Budget & Finance Director with a check for payment of unpaid employee contributions in the amount of \$3,220.17 received from retiree Ted Michowski.
7. Distribution notice received from Bloomfield Capital dated June 28, 2019 with a distribution amount of \$66,666.67.
8. Distribution notice received from Bloomfield Capital dated July 3, 2019 with a distribution amount of \$390,000.
9. Employee contributions received from the City of Taylor for May 2019 and June 2019 in the amounts of \$46,452.76 and \$49,502.06.
10. Capital call notice dated July 19, 2019 received from Bloomfield Capital with a call date of July 29, 2019.

11. Letter to Ms. Barbara Citizen of PNC Bank dated July 24, 2019 authorizing the facilitation of the Bloomfield Capital call.
12. Distribution notice received from Bloomfield Capital dated July 31, 2019 referencing Fund V with a distribution amount of \$32,049.92.
13. Distribution notice from Bloomfield Capital dated July 31, 2019 referencing Fund III with a distribution amount of \$57,287.67.
14. Distribution notice from Intercontinental dated August 5, 2019 with a distribution amount of \$140,691.77, with a pro rata gross share of an overall distribution of \$51,770,502.47, the Fund withheld \$25,588.98 for asset-based management fees resulting in a net distribution in the amount of \$115,102.79.

*Unanimously approved.*

08.51-19

**Motion by Couture, supported by Kriebel.**

Resolved: To receive and file the following correspondence:

1. June 2019 and July 2019 Medicare reports. Note three (3) changes in June and four (4) in July.
2. Freedom of Information Act response letter and fees schedule dated May 14, 2019 to Mr. Zack Cziryak.
3. Letter dated May 4, 2019 received from retiree Len Schmitt regarding survivor benefits for his spouse.
4. Letter of retirement dated May 15, 2019 received from Cpl. Darren Genzel with an effective retirement date of July 12, 2019.
5. Email dated May 9, 2019 received from Richard Beaudoin rescinding his letter of retirement.
6. Memo dated June 20, 2019 received from the office of Vanoverbeke Michaud & Timmony P.C. referencing Michigan Retirement and Retiree Healthcare Boards.
7. Emails dated May 22, 2019 and June 13, 2019 to Ms. Sheila Gorski-Schulte requesting pay reports for Matt Minard.
8. Payment received from AXA on behalf of Michael Voelz for payment for the approved purchase of three (3) years cadet service credit in the amount of \$3,808.90.
9. Email dated July 3, 2019 received from Sgt. Joel Kaczor advising of his intention to enter the DROP program effective July 29, 2019.
10. Metropolitan Real Estate audited consolidated financial statement for the period ended December 31, 2019.
11. FOIA received via email from Councilman Butch Ramik dated July 10, 2019.
12. FOIA response letter dated July 11, 2019 to Councilman Butch Ramik.
13. FOIA data provided to Councilman Butch Ramik.
14. Correspondence dated July 9, 2019 received from Intercontinental Real Estate Corporation referencing "Plan Asset Regulation".

*Unanimously approved.*

08.52-19

**Motion by Kriebel, supported by Couture.**

Resolved: To approve the following correspondence:

1. Approval of retirement benefit calculation and monthly benefit payment to Thomas Konarski.

*Unanimously approved.*

08.53-19

**Motion by Kriebel, supported by Couture.**

Resolved: To approve the following payment of bills:

1. Payment to Linda Kemp, Plan Administrator for the period of July 14, 2019 through August 4, 2019 in the amount of \$1,312.50.
2. Payment to Newsouth for management fees for the period of April 1, 2019 through June 30, 2019 in the amount of \$24,355.
3. Payment to Brown Advisory for management fees for the period of April 1, 2019 through June 30, 2019 in the amount of \$22,999.61.
4. Payment to Staples for office supplies (ink) in the amount of \$66.28.
5. Payment to Vanoverbeke Michaud and Timmony, P.C. for legal services rendered to the City of Taylor Police & Fire Retirement System for the period of April 1, 2019 through June 30, 2019 in the amount of 3,420.
6. Payment to PNC Institutional Asset Management for asset-based fees for the period of April 1, 2019 through June 30, 2019 in the amount of \$26,984.58.

*Unanimously approved.*

08.54-19

**Mr. Timmony** noted that in a previous discussion Chair Hill authorized legal counsel to pursue litigation on behalf of the Police and Fire Retirement System. It was further noted that the Securities Litigation Policy allows the Chair to authorize the pursuit of litigation.

**Motion by Couture, supported by Kriebel.**

Resolved: To receive and file the pursuit of litigation and to ratify Chair Hill's approval of same.

*Unanimously approved.*

08.55-19

**Kirk VanDagens** was present at this meeting and advised the Board he received notice from Globe Tax indicating that our plan needs the completion of IRS form 6155. The IRS will issue this form, however a conference call between Chair Hill, Kirk VanDagens and a representative from Globe Tax will be necessary to identify/confirm the tax ID number for the retirement system. Mr. VanDagens will reach out to Globe Tax to get the information required of the Retirement System so the information may be provided to Chair Hill in advance of the call. Mr. VanDagens discussed/reviewed fixed income allocation, fixed income quality allocation and yield curve allocation. Mr. VanDagens was pleased to advise the Board the five-year number is back in line after trailing for a time. Also provided was a brief portfolio review. Mr. VanDagens also noted at this meeting that the PNC liaison for the Police & Fire Retirement System has retired and our new liaison will be Ms. Sara Boles.

**Mr. Kuhn** provided the Board with a performance review stating the first quarter was up over 3% and the one-year number under performed. The S&P was up about 4.5% and the international market was a bit weaker. Fixed income was also up. A brief discussion related to the compliance check list also took place. Intercontinental did very well as did the international portfolio. An asset manager summary search was provided; Chair Hill recommended the Trustees review the information and be prepared to discuss at the next meeting. Mr. Kuhn will forward a copy of the search packet to Trustee Taylor for review as well. It was noted there is no need for a transfer of funds to the cash account at this time.

**Chair Hill** noted at this meeting that a new City Treasurer has been appointed to fill the vacancy following the resignation of former City Treasurer Ed Bourassa. Michelle Tocco is now the new City Treasurer and a member of the Board.

**The next regular meeting of the City of Taylor Police and Fire Retirement System Board of Trustees is scheduled for Wednesday, September 18, 2019 at 4:00 P.M.**