

**JACKSONVILLE POLICE AND FIRE  
PENSION BOARD OF TRUSTEES  
MEETING SUMMARY – NOVEMBER 21, 2014  
RICHARD “DICK” COHEE BOARD ROOM**

**NOTE:** If any person decides to appeal any decision made with respect to any matter considered at this public meeting such person will need a record of proceedings, and for such purpose such person may need to ensure that a verbatim record of the proceedings is made at their own expense and that such record includes the testimony and evidence on which the appeal is based. The public meeting may be continued to a date, time, and place to be specified on the record at the meeting.

**PRESENT**

Walter Bussells, Chairman  
Dr. Adam Herbert, Trustee  
Asst. Chief Larry Schmitt, Police Trustee  
Lt. Richard Tuten III, Fire Trustee

**STAFF**

John Keane, Executive Director-Administrator  
Bob Klausner, Attorney  
Dan Holmes, Summit Strategies  
Kevin Stork, Controller  
Debbie Manning, Executive Assistant

**EXCUSED**

Nathaniel Glover Jr., Board Secretary (*called out of town the morning of the meeting*)

**CITY REPRESENTATIVES INVITED**

C. Ronald Belton, Director of Finance & Chief Financial Officer, City of Jacksonville (*not attending*)  
Council Member Richard Clark, City Council Liaison (*not attending*)  
Joey Greive, Fund Treasurer (*not attending*)  
Kirk Sherman, City Council Auditor (*not attending*)

**GUESTS**

William Deem, Office of General Counsel  
Kim Balaskiewicz, Auditor with KBLD  
Linda Mendillo, Auditor with KBLD  
Cheryl Franzino, AAA Reporters  
Bill Gassett  
Joe Arnall, Public Pension Consultants  
Michael Riley (?), CMG LLC  
Randy Wyse, President, Jax Assoc. of Fire Fighters

Steve Amos, FOP President  
Mark Muchowitz, Police Officer  
Steve Zona, Police Officer  
David (?), FNDR  
David Bauerlein, Reporter with Times Union  
Curtis Lee

**NOTE:** Any person requiring a special accommodation to participate in the meeting because of disability shall contact the Executive Director-Administrator at (904) 255-7373, at least five business days in advance of the meeting to make appropriate arrangements.

### **CHAIRMAN BUSSELLS CALLED THE MEETING TO ORDER AT 9:00AM**

A moment of silence was observed for the following deceased members:

Matthew S. Van Heiningen, Active Police Officer  
Thomas L. "Rudy" Smith Sr., Retired Fire Fighter Engineer  
Lindsey L. Rivers, Retired Fire Fighter Engineer

The Board of Trustees recited the Pledge of Allegiance.

### **PUBLIC SPEAKING PERIOD**

**SPEAKER BILL GASSETT WITH HANDOUT TO BOARD**

**SPEAKER CURTIS LEE**

### **CONSENT AGENDA - ITEMS 2014-11-(1-12)CA**

#### **2014-11-1CA MINUTES TO BE APPROVED**

1. Minutes of the Board meeting held October 17, 2014. Copy held in the meeting file.

#### **2014-11-2CA DISBURSEMENTS**

The listed expenditures in DISBURSEMENTS A have been reviewed and deemed payable. The Police and Fire Pension Fund Controller certifies that they are proper and in compliance with the appropriated budget.

#### **DISBURSEMENTS A**

1. John Keane \$ 698.74

2.	Klausner & Kaufman	\$	32,846.11
3.	Police & Fire Pension Fund for Center State Bank	\$	75,000.00
4.	Dr. Scott Baker	\$	3,500.00
5.	J.P. Morgan	\$	287,229.08
6.	Northern Trust Company	\$	57,973.42
7.	Thompson Siegel & Walmsley	\$	54,003.06
8.	Tortoise Capital Advisors	\$	138,637.16
9.	GAMCO Investors, Inc.	\$	134,657.00
10.	Brown Advisory	\$	27,690.50
11.	Harvest Fund Advisors	\$	136,881.18
12.	Pinnacle Associates LTD	\$	148,307.00
13.	Acadian Asset Management LLC	\$	136,292.00
14.	Eagle Capital Management LLC	\$	154,352.80
15.	Police & Fire Pension Fund for Center State Bank	\$	50,000.00
16.	Pension Board Consultants	\$	8,000.00
<b>TOTAL DISBURSEMENTS A</b>		<b>\$</b>	<b>1,446,068.05</b>

The listed expenditures in DISBURSEMENTS B have been reviewed and deemed payable. The Police and Fire Pension Fund Controller certifies that they are proper and in compliance with the appropriated budget.

**DISBURSEMENTS B**

Transaction list of Accounts Payable distributions. **\$ 119,381.74**

**2014-11-3CA PENSION DISTRIBUTIONS**

A.	<b>October 24, 2014</b>	Regular Gross	\$4,306,742.34
		Regular Lumpsum	\$ 17,138.39
		Regular Rollover	\$ 0.00
		Regular DROP Gross	\$ 812,639.25
		DROP Lumpsum	\$ 35,000.00
		DROP Rollover	\$ 0.00
		<b>TOTAL</b>	<b>\$5,171,519.98</b>
B.	<b>November 7, 2014</b>	Regular Gross	\$4,314,300.43
		Regular Lumpsum	\$ 0.00
		Regular Rollover	\$ 69,271.18
		Regular DROP Gross	\$ 816,668.45
		DROP Lumpsum	\$ 150,500.00
		DROP Rollover	\$ 0.00
<b>TOTAL</b>	<b>\$5,350,740.06</b>		

**ALL CALCULATIONS AND DOLLAR AMOUNTS HAVE BEEN AUDITED IN ACCORDANCE WITH ACCEPTED PROCEDURES.**

**2014-11-4CA TIME CONNECTIONS**

**2014-11-5CA APPLICATION FOR MEMBERSHIP**

**2014-11-6CA APPLICATION FOR SURVIVOR BENEFITS**

**2014-11-7CA APPLICATION FOR CHILD'S BENEFIT**

**2014-11-8CA APPLICATION FOR VESTED RETIREMENT**

**2014-11-9CA REFUND OF PENSION CONTRIBUTIONS**

**2014-11-10CA DROP PARTICIPANT TERMINATION OF EMPLOYMENT**

**2014-11-11CA DROP DISTRIBUTIONS**

**2014-11-12CA EDUCATIONAL OPPORTUNITIES**

**MOTION MADE BY TRUSTEE TUTEN TO APPROVE THE CONSENT AGENDA 2014-11(1-12)CA. SECONDED BY TRUSTEE SCHMITT. VOTE WAS UNANIMOUS.**

### **OLD BUSINESS**

**2014-10-6** Pension Board Consultants, Inc. – Letter regarding Revised Annual Retiree Pension Bonus - *attachment*

**TRUSTEE HERBERT MADE A MOTION NOT TO ALLOCATE FOR THE CURRENT YEAR BI-ANNUAL BONUS TO RETIREES WITH MONEY TO BE PUT IN RESERVES. BUSSELLS SECONDED THE MOTION. TRUSTEES SCHMITT AND TUTEN REJECTED THE MOTION CREATING A 2 – 2 VOTE. TRUSTEE GLOVER WAS CALLED OUT OF TOWN UNEXPECTEDLY PRIOR TO THE BOARD MEETING AND WAS UNABLE TO VOTE.**

**BEFORE THE AGENDA CONTINUED, WILLIAM DEEM WITH OFFICE OF GENERAL COUNSEL WAS ASKED TO ADDRESS THE BOARD REGARDING 2014-11-12 – APPROVAL OF SETTLEMENT FOR CURTIS LEE LITIGATION.**

**MOTION MADE BY TRUSTEE SCHMITT TO AUTHORIZE SETTLEMENT AND TO HAVE JOHN KEANE PROCEED ON BEHALF OF THE BOARD. SECONDED BY TRUSTEE TUTEN. VOTE WAS UNANIMOUS.**

**REGULAR AGENDA CONTINUED.**

**Legal**

- 2014-10-11** Resolution Adopting Amendment to Senior Staff Voluntary Retirement Plan  
– *attachment*

**A MOTION WAS MADE BY TRUSTEE TUTEN TO RECONSIDER AND REVERSE  
2014-10-11 – RESOLUTION ADOPTING AMENDMENT TO SENIOR STAFF VOLUNTARY  
RETIREMENT PLAN PREVIOUSLY ADOPTED. SECONDED BY TRUSTEE HERBERT.  
VOTE WAS UNANIMOUS.**

- 2014-08-1** Personnel Committee

- **2014-08-1(a&b)** Annual Evaluation for the Executive Director with job description – *attachment*

**MOTION MADE BY TRUSTEE HERBERT TO ACCEPT THE JOB DESCRIPTION  
FOR THE EXECUTIVE DIRECTOR. SECONDED BY TRUSTEE TUTEN. VOTE  
WAS UNANIMOUS.**

- **2014-10-4** Defined Contribution Retirement Plan w Nationwide

**NO FURTHER ACTION REQUIRED AT THIS TIME**

- **2014-10-5** Amendment to the Restated Professional Services Agreement Between the Police and Fire Pension Fund and John Keane, Executive Director – Administrator – *attachment*

**NO FURTHER ACTION REQUIRED AT THIS TIME**

- Resolution Adopting Defined Contribution Plan
- Resolution Adopting Excess Benefit Arrangement to Voluntary Senior Staff Retirement Plan

**NO FURTHER ACTION REQUIRED AT THIS TIME**

**NEW BUSINESS – ITEMS 2014-11-(1-12)**

- 2014-11-1** FY2014/2015 Budget – November, 2014 review – *attachment*

**RECEIVED AS INFORMATION**

- 2014-11-2** PFPF News Release concerning DROP Administration – *posted on website*

*under Bulletins-News Releases*

**BOARD DISCUSSION TO HAVE KLAUSNER OBTAIN AN AUDITOR TO REVIEW THE CODE AND RENDER AN OPINION, REPORTING DIRECTLY TO THE BOARD AS QUICKLY AS POSSIBLE. MOTION MADE BY TRUSTEE SCHMITT, SECONDED BY TRUSTEE HERBERT. VOTE WAS UNANIMOUS.**

**2014-11-3** Baillie Gifford Fund Proposed changes - *attachment*

**MOTION MADE BY TRUSTEE HERBERT TO APPROVE THE BAILLIE GIFFORD FUND CHANGES. SECONDED BY TRUSTEE SCHMITT. VOTE WAS UNANIMOUS**

### **EXECUTIVE DIRECTOR'S REPORT**

#### **Investment Report**

**2014-11-4** Summit – Flash Report – October 31, 2014 – *posted on website under Board Reports*

**2014-11-5** Summit Monthly Economic & Capital Market Update – October, 2014 – *posted on website under Board Reports*

**2014-11-6** Summit Investment Performance Review – September 30, 2014 - *posted on website under Board Reports*

#### **INVESTMENT REPORTS 2014-11(4-6) RECEIVED AS INFORMATION**

**2014-11-7** Review of Brown Advisory – *attachment*

#### **RECEIVED AS INFORMATION**

**2014-11-8** Review of Eaton Vance Management – *attachment*

#### **RECEIVED AS INFORMATION**

**2014-11-9** Northern Trust Securities Lending Schedule of Borrowers – *attachment*

**MOTION MADE BY TRUSTEE TUTEN TO APPROVE THE NORTHERN TRUST SECURITIES LENDING SCHEDULE OF BORROWERS. SECONDED BY TRUSTEE HERBERT. VOTE WAS UNANIMOUS.**

#### **Administrative Report**

**2014-11-10** PFPF Records Retention Policy - *attachment*

**2014-11-11** Board Meeting Action List for November, 2014 and Board Meeting Action List Closed for 2013-2014 - *attachments*

**ADMINISTRATIVE REPORTS RECEIVED AS INFORMATION**

**Legal**

**2014-11-12** Approval of Settlement for Curtis Lee Litigation

**ITEM DISCUSSED EARLIER IN AGENDA**

**BOARD MEETING ADJOURNED. MOTION MADE BY TRUSTEE HERBERT FOR EXECUTIVE SESSION TO BEGIN. SECONDED BY TRUSTEE TUTEN. VOTE WAS UNANIMOUS. ALL GUESTS AND STAFF OTHER THAN THOSE WHO ARE ATTENDING THE EXECUTIVE SESSION WERE ASKED TO LEAVE THE MEETING.**

**EXECUTIVE SESSION ADJOURNED**

**REGULAR BOARD MEETING RESUMES**

**BOARD MEETING WAS ADJOURNED AT 12:06PM**

**TO BE APPROVED AT BOARD OF TRUSTEE  
MEETING ON DECEMBER 19, 2014**

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Nat Glover, Board Secretary