

LEESBURG FIREFIGHTERS PENSION BOARD
WEDNESDAY, December 8th, 2021 9:00 A.M.
501 W MEADOW ST, FL 2
LEESBURG, FL 34748

Members Present:

Walter Roenbeck, Chairman

Others Present:

Frank Wan, BCA – Via Phone
 Rochelle Levy, Pension Attorney – Via Phone
 Chad Little, Actuary – Via Phone
 Lynn Skinner, Custodian Salem Trust

The meeting was called to order at 9:00 A.M. Chairman Roenbeck requested comments from the public. No comments were brought forth.

Approval of Minutes

Approval Tabled

Administrator Report - Q1-21/22 Presented December 2021

1. Member Retirements/Updates (09/21 -11/21)

- I. Retirements
 - i. None
- II. Separations
 - i. Lauren Bruland – Recruit – No contributions collected
 - ii. Gillion separation 10/06/21 - pending refund/rollover of \$4936.74 - member advised he will keep in plan until he gets hired somewhere else.
- III. Updates
 - i. Member Reed deceased 09/23/21. Option 10 years and certain. Benefit concluded.

2. Accounts Payable

12/20 – 01/21	02/21 – 05/21	06/21-08/21	09/21 – 11/21	
\$207,478.00	\$414,957.52	\$206,488.86	\$306,043.98	Benefits
\$782.13	\$39,378.63	\$3,021.02	\$0.00	Lump
\$0.00	\$0.00	\$0.00	\$0.00	Retiree Share
\$0.00	\$0.00	\$0.00	\$0.00	Reimbursements
\$0.00	\$0.00	\$40,250.00	\$0.00	Actuary
\$0.00	\$0.00	\$0.00	\$2,964.00	Insurance
\$3,389.72	\$1,550.00	\$600.00	\$2,964.00	Legal
\$0.00	\$10,030.48	\$5,335.87	\$5,328.95	Salem Trust
\$0.00	\$6,924.00	\$7,260.91	\$0.00	BCA
\$0.00	\$9,65.42	\$3,729.07	\$0.00	Highland
\$0.00	\$7,466.10	\$4,425.73	\$4,584.25	Polen
\$2,000.00	\$4,000.00	\$2,000.00	\$3,000.00	Admin
	\$2,778.00	\$3,429.00	\$3,348.00	Fiduciary
\$217,675.30	\$486,119.36	\$276,540.46	\$316,897.28	

3. Correspondences / Updates (09/21 - 11/21)

- I. 10/05/21 Request receive from actuary for member data required for annual report
- II. 10/15/21 Annual statement provided to actuary per request
- III. 10/19/21 Form update notification received from attorney
- IV. 10/20/21 SPD requested by actuary – delivered same day
- V. 10/20/21 Notification sent to Sponsor via actuary re \$10,818.59 shortfall
- VI. 11/05/21 Follow up email sent to Sponsor via actuary re shortfall
- VII. 11/08/21 Response received by Sponsor acknowledging shortfall
- VIII. 11/15/21 Notification received from Sponsor re Insurance premium deduction corrections

Approval Tabled

Custodian, Salem Trust

Custodian Lynn Skinner presented the annual custodian check in. Ms. Skinner requested a new signatory form and account access authorization form be completed. Discussion on keeping a minimum cash balance for monthly benefit payments was had in order to avoid delays.

Performance Consultants, Burgess Chambers & Associates

Performance Consultant Frank Wan presented the 1st quarter BCA report. Mr. Wan reported that the plan earned 20.1% net, 1.2% over the strategic model, bringing the 5-year return over 10%.

Mr. Wan reported he would be monitoring Fiduciary due to a disappointing loss from them for the quarter. Mr. Wan advised that Real Estate has begun to rise and he recommends exploring taking the 4% dividends and reinvesting it back in Real Estate. After discussion, Mr. Wan advised he would complete the paperwork to implement the change.

- For the quarter, the Plan earned \$23K or +0.1% (+0.0% net), behind the strategic model (+0.4%) and ranked in the top 37th percentile.
- Top performers were: American Core Realty (+5.6%), Polen Large Cap Growth (+2.8%), and Fidelity 500 (+0.6%).
- For the one-year period, the Plan earned \$4.5 million or +20.6% (+20.1% net), ahead of the strategic model (+18.9%) and ranked in the top 49th percentile.
- The top performers were: Fidelity Mid-Cap (+38.1%), Polen Large Cap Growth (+30.6%) and Fidelity 500 (+30.0%).
- For the three-year period, the Plan earned \$7.9 million or +12.6% (+12.1% net) and ranked in the top 8th percentile.
- For the five-year period, the Plan earned \$10.7 million or +10.9% (+10.3% net) and ranked in the top 32nd percentile.
- The Florida premium tax distribution for 2020 was deposited into the R&D account on August 30, 2021. It was retained in cash for future expenses and pension payments

Actuary, Chad Little

Mr. Little requested consideration to continue dropping the assumed rate of return to 7.3%. Mr. Little advised it would be an increase to the sponsor contribution of ~40k, but that the goal is to ultimately move to 7%. Chairman Roenbeck agreed, citing the gains would absorb the impact. Actuary report

will be presented at the March meeting at 7.3%

Mr. Little reviewed member Ed Giese's file and advised that his calculations would provide the maximum benefit allowable using Mr. Giese's service, buy back and credited services contributions.

Mr. Little reviewed the Premium tax money which came in at \$172k. Current threshold is \$156k, which is \$16k to be divide between the sponsor and the members. Mr. Little advised the active members will receive \$192.83 and \$25.57 to retirees. Mr. Little advised that the cost of rolling the plan being past on to the members via the administrative fee, may deplete accounts that were established in the past few years. Mr. Little recommended that Board consider changing this fee to an administrative cost paid by the Plan instead of the members.

Discussion was had on hiring an independent auditor. Ms. Levy advised that the State requires and independent auditor and that, although the sponsor advises they use one, its challenging to utilize the sponsors auditor to fulfill the requirement. Chairman Roenbeck advised they could explore cost for future discussion.

Pension Attorney, Rochelle Levy

Attorney Levy presented the new forms and presented the form Index.

Chief Roenbeck requested that FTO coordinator and FTO are included in the language for pensionable income. Ms. Levy advised that she would make that administrative change.

Other Business

None

Meeting adjourned 9:33 AM

Next Board Meeting – Wednesday, June 8th, 2022

Chairman

Date