



**COOPER CITY GENERAL EMPLOYEES PENSION PLAN  
BOARD OF TRUSTEES MEETING  
SUMMARY OF MEETING MINUTES  
December 15, 2011**

Approved   
Approved 

CITY HALL

Chairman Schinder called the meeting to order at 8:35 AM.

1. Roll Call

Barry Schinder – present  
George Garba – present  
Bob King – present  
Bruce Loucks – present  
Kerri Anne Fisher - present

Guests

Horacio Montes de Oca  
John McCann – Thistle Asset Consulting  
Stephen Palmquist – Gabriel, Roeder, Smith & Co.

5. Presentations

B. Stephen Palmquist – Gabriel, Roeder, Smith & Co. – Considerations relative to the closure of the Pension Plan to new hires.

Mr. Palmquist reviewed the Actuarial Impact Statement with 30-year projections, reminding the Board of the importance of considering future liabilities when closing a plan. He confirmed that current cash flow is positive, but this will eventually change so a higher portion of the fund should be allocated to fixed income, which will result in lower returns than equity. This will initially result in some higher costs to the City. The plan is currently 72% funded so there is some ground to make up before making any changes to the Plan's asset allocation, assumptions, etc. A comparison of Aggregate vs. Frozen Entry was discussed. The City's cost will be higher in the beginning, but will decline over time.

A. John McCann – Thistle Asset Consulting – Impact of Plan Closure on Investment Policy.

In reviewing an asset allocation analysis of the Plan, Mr. McCann projected lower returns and risk if fixed income allocation is increased. He reminded the Board that the real estate allocation (American Realty) is considered as fixed income. The Plan's allocation is currently 50% fixed and 50% equity. Mr. McCann recommended future incremental increases in the fixed income allocation, but no changes at this moment. He is pleased with the Plan's conservative position and sees no need to consider a more aggressive short term position. A reduction of 10 basis points per year will have less impact on the City's cost.

A discussion of whether the Board should consider changes to the Plan followed. Mr. Loucks recommended that decisions should be delayed until after the City's assessment,

**Mr. Loucks made the motion to reduce the actuarial assumption by increments of 10%, beginning with the 2012 actuarial valuation, until the assumption reaches 6.5%. The motion was seconded by Mr. King and approved unanimously by voice vote.**

6. Old Business

- A. Gabriel, Roeder, Smith & Co. invoices #116548 and #116901. Fees relative to preparation of Actuarial Impact Statements regarding the closure of the GE Pension Plan to new hires and subsequent conference calls and attendance at City Commission meeting.

**Mr. King made the motion that the City should accept responsibility for payment of the referenced invoices. The motion was seconded by Ms. Fisher. Voice vote: Aye – 4, Nay – 1. Majority vote approved invoice to be paid by City.**

- B. American Realty – Continuation of tabled discussion to determine whether asset allocation should be increased to 10% of Fund.  
**No changes recommended.**

7. New Business

- A. American Realty Capital Call – end of 4<sup>th</sup> quarter.  
Ms. Alvarez advised the Board that American Realty would not be making a capital call at the end of the 4<sup>th</sup> quarter.
- B. FPPTA Trustee School – February 5-8, 2012.  
Mr. King is the only Trustee who will be attending this school. A discussion of new ethics legislation followed. In response to Ms. Alvarez' inquiry, City Attorney has provided the Board with opinion that this legislation is not currently relevant to Board Trustees, but will change in the future.
- C. Klausner & Kaufman Client Conference, March 18-21, 2012 – Ft. Lauderdale.  
Mr. King, Ms. Fisher and Ms. Alvarez wish to attend this conference. Ms. Alvarez will submit registration forms.
- D. 2012 Meeting Schedule – There were no objections to meeting dates as scheduled.

4. Bills and Warrants

- A. FPPTA – 2012 GEPP Membership Renewal - \$600.00.  
B. FPPTA – Robert King Registration Fee (Trustee School, February 5-8, 2012) - \$450.00.  
C. King, Robert – Reimburse Airfare (Trustee School, February 5-8, 2012) - \$183.40.  
D. King, Robert – Per Diem (Trustee School, February 5-8, 2012) - \$120.00.  
E. Salem Trust – Fee Advice for period ending September 30, 2011 - \$2,804.39.
- Mr. Loucks made the motion to approve items A-E. The motion was seconded by Mr. Garba and passed by unanimous voice vote.**

2. Approval of Minutes Summary for Meeting of October 26, 2011.  
**The minutes were unanimously approved as submitted by the Recording Secretary.**

3. Report on Fund Activity for the Months Ended October 31 and November 30, 2011.  
Horacio Montes de Oca

Mr. Montes de Oca reported on the performance for the month of October.

Portfolio Composition

Cash and equivalents	5.19%
Equities	54.14%
Fixed income	34.54%
Real Estate	6.13%
Carrying value	\$18.93 million
Market value	\$19.58 million
Unrealized GAIN/(LOSS)	\$1,100,021.00
Total Income	\$ 73,475.00
Realized GAIN/(LOSS)	\$ 30,739.00
Investment Income	\$ 42,735.00
Contributions	\$ 44,235.00
Employer contributions	\$ 4,778.00
Employee contributions	\$ 39,457.00

Mr. Montes de Oca reported on the performance for the month of November.

Portfolio Composition

Cash and equivalents	3.61%
Equities	53.57%
Fixed income	36.65%
Real Estate	6.17%
Carrying value	\$18.91 million
Market value	\$19.48 million
Unrealized GAIN/(LOSS)	\$ (82,444.00)
Total Income	\$948.00
Realized GAIN/(LOSS)	\$ (25,890.00)
Investment Income	\$ 26,839.00
Contributions	\$ 65,598.00
Employer contributions	\$ 7,310.00
Employee contributions	\$ 58,288.00

8. Board Members Concerns

A. None

9. Adjournment

There being no further business before the Board, motion was made and seconded, and the meeting was adjourned at 9:48 AM.