

POLICE & FIRE RETIREMENT SYSTEM  
BOARD OF TRUSTEES  
CITY OF GRAND RAPIDS  
MICHIGAN

MINUTES  
REGULAR MEETING  
JUNE 17, 2020 – 9:21 a.m.  
VIA ONLINE CONFERENCE

The meeting was called to order by Chairman Michael Hawkins. Other members present: Vice Chairman Craig VanderWall, Mr. Philip Balkema, Mr. Phillip Mitchell, Ms. Donijo DeJonge, Mr. Nathaniel Moody, and Mr. Robert Veenstra.

Also present: Ms. Peggy Korzen, Executive Director of the Retirement System, Mr. Thomas Michaud, Legal Advisor to the Board, Mr. Paul Matz of Rehmann Robson, Mr. David Lindberg and Mr. Calvin Born of Wilshire Associates, Inc., Ms. Molly Clarin, Chief Financial Officer for the City of Grand Rapids, Mr. Scott Saindon, Deputy Chief Financial Officer for the City of Grand Rapids, and Ms. Lisa Balkema, Retirement Services Specialist.

There were no public comments regarding agenda items.

Moved by Mr. Veenstra and seconded by Mr. Balkema, the following administrative items were approved by the Board of Trustees:

- Minutes of the regular meeting of May 20, 2020.
- Purchase of credited service by the following Police & Fire Retirement System members:

Barry K. Bryant	\$72,138.48	48 months
Richard W. Dame	\$16,047.30	12 months
Frederick L. White	\$58,255.88	48 months
Todd D. Wright	\$31,501.84	24 months

- The following Resolution No. 842.

WHEREAS, the Board of Trustees of the Police and Fire Retirement System has received requests for four Age & Service and one Early retirement from the following members of the plan:

**Age & Service Retirements:**

Barry K. Bryant, will retire July 8, 2020 from the Police Department as a Police Sergeant,

Credited Service: Thirty years and ten months

Pension: \$7,101.60

and. . .

Richard W. Dame, will retire July 5, 2020 from the Police Department as a Police Officer,

Credited Service: Thirty-two years and one month

Pension: \$6,575.22

and. . .

Kevin D. Fox, will retire July 7, 2020 from the Fire Department as a Fire Equipment Operator,

Credited Service: Thirty years and one month

Pension: \$5,349.19

and. . .

Michael L. Harris, will retire July 7, 2020 from the Police Department as a Police Officer,

Credited Service: Twenty-five years and nine months

Pension: \$5,277.26

and. . .

**Early Retirement:**

Wesley L. Kelley, retired June 2, 2020 from the Fire Department as a Fire Chief-Training,

Credited Service: Twenty-five years

Pension: \$3,836.20,

Mr. Kelley has an alternate payee, Barbara J. Dasilva, who receives \$774.50 per month,

RESOLVED, that the retirements be approved.

- KEIP participants: The Board of Trustees of the Police and Fire Retirement System received requests by the following members of the plan to enter and exit the KEIP Program:

**KEIP Entry**

<u>Maureen O'Brien</u> ,	Police Lieutenant
KEIP Date:	July 2, 2020
Tentative KEIP End Date:	July 1, 2025
KEIP Benefit:	\$7,685.52

<u>John R. Zinn</u> ,	Fire Captain
KEIP Date:	August 2, 2020
Tentative KEIP End Date:	August 1, 2021
KEIP Benefit:	\$6,854.26

**KEIP Exit**

Todd E. Butler, exited the KEIP Program on June 3, 2020 from the Police Department as a Police Officer,

Credited Service: Thirty-three years

Pension: \$4,283.21,

Mr. Butler has an alternate payee, Joanna K. Butler, who receives \$1,790.80 per month,

- Payment of administrative expenses of \$3,832.77 for the period 05/01/20 – 05/31/20.

**The motion carried.**

Ms. Korzen next presented a report of Cash Account transfers for the period 07/01/20 – 09/30/20. The Retirement Systems Office staff projected a need for \$4,125,000 to be transferred to the cash account as follows: \$1,375,000 on July 1<sup>st</sup>, \$1,375,000 on August 3<sup>rd</sup> and \$1,375,000 on September 1<sup>st</sup>. Ms. Korzen recommended, and Mr. Calvin Born of Wilshire Associates agreed, making the transfers as follows:

July 1 <sup>st</sup>	Western Asset Management	\$1,375,000
August 3 <sup>rd</sup>	To be determined	\$1,375,000
September 1 <sup>st</sup>	To be determined	<u>\$1,375,000</u>
Total		<u>\$4,125,000</u>

The report was received and filed by the Chairman. (Cash Account Report found on page )

Ms. Korzen presented the Public Act 314 Asset Analysis showing a market value of \$401,849,613 on April 30, 2020. The report was received and filed by the Chairman. (Analysis found on page )

The actuarial services retainer fee from Gabriel, Roeder, Smith and Company (GRS) for the period of 07/01/20 – 06/30/21 was presented to Trustees. The annual fee requested is \$35,080, in quarterly increments of \$8,770, which represents no increase from last year’s fee. GRS has requested a fee (shared with the City) not to exceed \$13,000 for GASB 67/68 required reporting. Vice Chairman VanderWall made the motion to approve the renewal retainer fee request with Gabriel, Roeder, Smith and Company. The motion was seconded by Mr. Balkema and carried.

Mr. Paul Matz of Rehmann Robson presented Trustees with the annual audit for the fiscal year ending December 31, 2019. Mr. Matz noted that based upon the controls presently in place, there are no issues. Mr. Matz highlighted some of the features of the statements; he noted that there were no issues with the Retirement Systems Office staff. He also reviewed some of the highlights from the Management’s Discussion and Analysis and the Notes to Financial Statements sections. He reviewed the Independent Auditors’ Report on Internal Controls provided by Rehmann and presented some of its highlights. The report was received and filed by the Chairman.

There were no comments on items not on the agenda.

Vice Chairman VanderWall asked why the credited service purchase rate for a member who has a 2.6% benefit multiplier is significantly higher compared to the rates for other benefit multipliers; Ms. Korzen stated she would verify the rate and report back with her findings.

The meeting adjourned at 9:36 a.m.

The next Police & Fire Retirement System Board Meeting will be held Wednesday, August 19, 2020, at 8:00 a.m., 233 East Fulton, Grand Rapids, Michigan.

Peggy Korzen  
 Executive Director  
 Police & Fire Retirement System