

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

MINUTES
REGULAR MEETING
JUNE 21, 2023 – 8:00 a.m.
233 E. Fulton Street

The meeting was called to order by Chairman Michael Hawkins. Other members present: Mr. Philip Balkema, Mr. Phillip Mitchell, Ms. Donijo DeJonge, and Mr. William Fabiano. Absent: Vice Chairman Justin Ewald and Mr. Nathaniel Moody.

Also present: Ms. Peggy Korzen, Executive Director of the Retirement System, Mr. Thomas Michaud, Legal Advisor to the Board, Mr. Peter Woldman of Rehmann Robson, and Mr. Craig VanderWall.

Mr. Balkema made the motion to excuse the absences of Vice Chairman Ewald and Mr. Moody. The motion was seconded by Mr. Fabiano and carried.

There were no public comments regarding agenda items.

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

- Minutes of the regular meeting of May 17, 2023.
- Purchase of credited service by the following Police & Fire Retirement System members. All calculations have been prepared by this office and verified by the actuary.

Kevin C. Carmel	\$19,265.76	10 months
Thomas W. Heikkila, Jr.	\$91,242.08	48 months
Kristen L. Rogers	\$70,213.70	24 months
Jeremy D. Shepard	\$75,798.88	48 months
Kristy J. Shepard	\$76,518.28	48 months

- The following Resolution No. 864.

WHEREAS, the Board of Trustees of the Police and Fire Retirement System has received requests for two Age & Service retirements from the following members of the plan:

Age & Service Retirements:

Kevin C. Carmel, will retire July 11, 2023 from the Fire Department as a Fire Captain,

Credited Service: Thirty-two years

Pension: \$8,036.96,
and . . .

Timothy D. Hoornstra, will retire July 5, 2023 from the Police Department as a Police Sergeant,

Credited Service: Thirty years

Pension: \$7,531.34

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:

KEIP Entry

<u>Kristen L. Rogers,</u>	Deputy Police Chief
KEIP Date:	July 5, 2023
Tentative KEIP End Date:	July 4, 2028
KEIP Benefit:	\$12,419.09

KEIP Exit

Jack M. Flinsky, will exit the KEIP Program and retire on August 3, 2023 from the Fire Department as a Fire Lieutenant, Fire Prevention Inspector,

Credited Service: Twenty-five years and five months

Pension: \$5,332.85,

Dennis K. Newton, will exit the KEIP Program and retire on July 6, 2023 from the Police Department as a Police Officer,

Credited Service: Thirty-three years and four months

Pension: \$5,995.47,

Paul R. Smith, will exit the KEIP Program and retire on August 8, 2023 from the Police Department as a Police Officer,

Credited Service: Twenty-nine years

Pension: \$5,611.79,

Ernest Stafford, will exit the KEIP Program and retire on July 10, 2023 from the Police Department as a Police Officer,

Credited Service: Thirty-one years

Pension: \$5,484.73,

Walter G. Tett, will exit the KEIP Program and retire on July 6, 2023 from the Police Department as a Police Officer,

Credited Service: Twenty-six years

Pension: \$4,595.39

- Payment of administrative expenses of \$2,048.89 for the period 05/01/23 – 05/31/23.
- **Custody Fees:** The attached invoice from Northern Trust divides the quarter ending 06/30/23 fee as follows:

Benefit Payments	\$5,195.64
Custody	<u>\$8,125.00</u>
Total	\$13,320.64

The motion carried.

Ms. Korzen next presented a report of Cash Account transfers for the period 07/01/23 – 09/30/23. The Retirement Systems Office staff projected a need for \$5,925,000 to be transferred to the cash account as follows: \$2,975,000 on July 3rd, \$1,475,000 on August 1st and \$1,475,000 on September 1st. Ms. Korzen recommended, and Wilshire Associates agreed, making the transfers as follows:

July 3 rd	NTAM	\$2,975,000
August 1 st	To be determined	\$1,475,000
September 1 st	To be determined	<u>\$1,475,000</u>
Total		\$5,925,000

The report was received and filed by the Chairman.

Ms. Korzen presented the Public Act 314 Asset Analysis showing a market value of \$476,750,902 on April 30, 2023. The report was received and filed by the Chairman.

The actuarial services retainer fee from Gabriel, Roeder, Smith and Company (GRS) for the period of 07/01/23 – 06/30/24 was presented to Trustees. The annual fee requested is \$38,500, in quarterly increments of \$9,625, which represents a 2.7% increase over last year’s fee. GRS has requested a fee (shared with the City) of not to exceed \$13,000 for GASB 67/68 required reporting. Mr. Balkema made the motion to approve the renewal retainer fee request with Gabriel, Roeder, Smith and Company. The motion was seconded by Mr. Fabiano and carried.

Mr. Peter Woldman of Rehmann Robson presented Trustees with the annual audit for the fiscal year ending December 31, 2022. Mr. Woldman noted that based upon the controls presently in place, there are no issues. He 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.

Chairman Hawkins noted that at the December 2022 Board meeting Trustees agreed to have a plaque prepared for former Vice Chairman and Fire Member Trustee, Craig VanderWall, and present the plaque at a later date. Chairman Hawkins presented the plaque to Mr. VanderWall; Trustees thanked him for his service to the Board.

The meeting adjourned at 8:12 a.m.

The next Police & Fire Retirement System Board Meeting will be held Wednesday, August 16, 2023, at 9:15 a.m., 233 East Fulton, Grand Rapids, Michigan.

Peggy Korzen
Executive Director
Police & Fire Retirement System