

**CITY OF BRENTWOOD
POLICE AND FIREFIGHTERS' PENSION FUND
BOARD OF TRUSTEES MEETING MINUTES
MAY 16, 2013**

Police Chief Disbennett called the Pension Board meeting to order at 9:40am.

ROLL CALL:

Deputy Clerk Pittman proceeded with attendance.

Board Members Present: Police Chief Disbennett, Fire Chief Jury, Firefighter Niemeyer, Treasurer Reynders

Absent were: Mayor Kelly, Alderman Wynn, and Police Officer Retzlaff

Others Present: City Clerk/Administrator Bola Akande, Deputy City Clerk Octavia Pittman, Legal Advisor Larry Sewell, Armstrong Teasdale and Secretary Gina Jarvis.

KICK OFF MEETING WITH SELECTED INVESTMENT ADVISOR (ASSET CONSULTING GROUP)

Treasurer Reynders said he has received favorable responses from all Asset Consulting Group references.

The Board discussed the engagement of Asset Consulting Group as the investment consultant for the Plan and approval of the contract with Asset Consulting Group. Motion was made by Treasurer Reynders and seconded by Chief Disbennett to adopt the following resolution:

WHEREAS, the proposed agreement between the City of Brentwood Police and Fire Fighters' Pension Fund ("Fund") and Asset Consulting Group, LLC was presented to the Board; and,

WHEREAS, it is in the best interest of the Fund that the Agreement be approved and adopted for and on behalf of the Fund; and,

WHEREAS, counsel for the Fund has reviewed and approved the Agreement on behalf of the Fund;

NOW, THEREFORE, BE IT RESOLVED, that the Agreement is hereby approved and adopted for and on behalf of the Fund; and,

FURTHER RESOLVED, the Chairman of the Board is hereby authorized and directed to execute the Agreement for and on behalf of the Fund.

ROLL CALL: Police Chief Disbennett – yes; Fire Chief Jury – yes; Fire Fighter Niemeyer – yes; Treasurer Reynders – yes; Mayor Kelly – absent; Alderman Wynn – absent; Police Officer Retzlaff – absent; **MOTION PASSED.**

Patti Haffner and Haley Rives (Asset Consulting Group) expressed gratitude on behalf of the firm for being selected as the Investment Advisor. They announced that the next steps will be to review the current investment policy and portfolio, while at the same time commencing the process to search for and select a custodian. The objective is to help achieve the goals of the Board of Trustees with the least amount of risk. Suggested modifications will be provided to the investment policy document in conjunction with these goals. Efforts will be made to reach out to local banks to obtain competitive fees for the custodian engagement. The plan is currently paying 30 basis points and the target should be 5. Fees may be higher than this if the custodian will be doing benefit payments and expense disbursements. Banks will also be asked to provide short presentations to the Board at the next meeting.

It was agreed to schedule quarterly meetings (6 weeks after the quarter ends) at which times ACG will review and update the investment portfolio. ACG will also provide a "Trustee Handbook" which they have created to help educate plan trustees. A meeting will be scheduled June 10-12 at which time the custodian search will commence and Ekon will present its actuarial valuation for the year ending December 31, 2012.

Discussions were held regarding the current policy and the lack of updates. ACG will provide updates going forward. Suggestions were offered of broader diversification; more global concentration and the need to re-evaluate the bond portfolio to mitigate adverse impact from any rise in interest rates. It was added that a fund of this size can explore investing 5%-10% in real estate.

Lastly ACG announced a breakfast meeting with area clients on June 28th; all were invited.

ADJOURNMENT

Chief Disbennett made a motion to adjourn the meeting at 10:53am. Motion seconded by Fire Fighter Niemeyer. Unanimous vote in favor taken; **MOTION PASSED.**

Approved the 11th day of June, 2013.

Gina Jarvis/Secretary