

Winter Park Fire Fighters' Pension Trust Fund
Quarterly Meeting
7 August 2014
4:00 P.M.

Member: Engineer Garry Mitchell, Chairman
 Mike Clifford, Trustee
 Tony Gray, Trustee

Attendees: Scott Christiansen, Attorney
 Burgess Chambers, BCA
 Jeff Templeton, Administrator
 Michael Templeton, Lieutenant
 Jim White, Fire Chief

Chairman Garry Mitchell called the meeting to order at 4:05 P.M.

A motion was made by Tony Gray and seconded by Mike Clifford to accept the minutes of the meeting dated 8 May 2014 and Quarterly Financial Report April-May-June 2014. All were in favor.

No public input.

Burgess Chambers gave Investment Summary Report:

For the quarter, the Plan earned \$1.8 million or +4.0% (+3.9% net), in-line with the strategic model (+4.1%) and ranked in the top 36th percentile. The three best performing asset categories were: Westwood MLP (+15.0%), BNYM large-cap passive (+5.3%), and SSI convertibles (+5.0%).

Fiscal year-to-date, the Plan earned \$4.9 million or +12.0% (+11.7% net), ahead of the strategic model (+11.2%) and ranked in the top 47th percentile. The difference was derived from Westwood's MLP and EuroPacific's international performances. The three best performing asset categories were Westwood MLP (+28.9%), BNYM large-cap passive (+18.5%), and Westwood large-cap (+16.9%).

For the three-year period, the Plan earned \$10.9 million, averaging +9.7% (+9.3% net), per year. For the five-year period, the Plan earned \$19.1 million, averaging +12.1% (+11.7% net), per year. In both periods, results were well ahead of the actuarial assumed rate of return.

At the May 8, 2014 meeting the Winter Park Firefighters' Pension Plan Board of Trustees approved BCA's recommendation to move \$1,000,000 from the BNY Mellon large-cap portfolio to the Westwood MLP portfolio. This was completed on June 11, 2014.

Westwood's large-cap product (\$4.4 million) continues to trail its benchmark and remains below the 40th percentile peer ranking for the three and five-year periods. This product represents 9.2% of the total Fund. BCA has stated on previous occasions that this product was recommended as a complement to the \$6.9 million passive S&P 500 allocation (14.5%). This product is expected to offset a portion of the volatility of this asset category and add value to the index over the long term.

General discussion between Members and Burgess Chambers about investing more money from a cash account.

A Motion was made by Tony Gray and seconded by Garry Mitchell at the recommendations of Burgess Chambers to take \$800,000.00 from the cash account and purchase \$400,000.00 of S&P 400 Growth and \$400,000.00 of Russell 1000 Growth. This investment will be spread out over four months.

August 15th - \$100,000.00 of S&P 400 Growth and \$100,000.00 of Russell 1000 Growth

September 15th - \$100,000.00 of S&P 400 Growth and \$100,000.00 of Russell 1000 Growth

October 15th - \$100,000.00 of S&P 400 Growth and \$100,000.00 of Russell 1000 Growth

November 3rd - \$100,000.00 of S&P 400 Growth and \$100,000.00 of Russell 1000 Growth

All were in favor.

Scott Christiansen, attorney, gave his report:

Financial disclosure forms have been completed.

State money should be coming soon

Custodial option for beneficiary

- Form PF5 Application for Disability Retirement
- Form PF7 Authorization for Payment from Fund dealing with the Social Security Option

Discussed operating rules for education.

- Each Trustee is required to attend at least one conference each term in Florida.
- The board will cover the conference fee to satisfy the minimum requirements without Board approval.

A motion was made by Garry Mitchell and seconded by Mike Clifford to allow the attorney to make changes to the operating rule regarding minimum educational requirements. All were in favor.

No old business.

New business

Discussion of joining the FPPTA conference. Will bring to a vote next meeting.

Board agreed to change the starting time of next meeting from 4:00 p.m. to 6:00 p.m.
Next meeting November 6th at 6:00.

A motion was made by Mike Clifford and seconded by Tony Gray to adjourn. All in favor.
5:25.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Stuart Merrick". The signature is written in a cursive, flowing style with a prominent initial "S".

Engineer Stuart Merrick, Secretary