

INDIAN HARBOUR BEACH POLICE DEPARTMENT PENSION BOARD
Minutes of March 27, 2025, 2:00 p.m

Members Present: Chief David Butler, Jim Adams, John Breitfeller, Katie Brochu, and Kellie O'Neill-Hillanbrand. Meeting was called to order by Chief David Butler. Also in attendance Jennifer Gainfort, Mariner Consulting; Patrick Donlan, Actuary; and Lindsay Aviles, Auditor

Member Adams moved to approve the 12/4/25 regular meeting minutes and the 1/15/25 Special Meeting minutes. Motion seconded by Member Hillanbrand. Motion carried.

INVESTMENT PRESENTATIONS/REPORTS

Investment review by Mariner Consulting

Jennifer Gainfort reviewed report and discussed the investment returns for quarter ending 12/31/24. Fund Balances as of 12/31/24 was \$14,395,055; as of 9/30/24 was \$14,748,872

Quarterly return of (-1.70%). Reviewed overall market and cash flow.

Mariner Consulting noted that based on investment returns Sterling investment is on watch.

STAFF REPORT

ACTION ITEMS:

A. Approval/Acknowledgment of Invoices/Expenses

- 1) Salem Trust in the amount of \$1,562.50 for quarter ending 12/31/24 for custody fees (automatic debit)
- 2) Mariner Consulting quarterly fees ending 12/31/24 in the amount of \$5500.00
- 3) Plan Administrator quarterly fees ending 12/31/24 \$4,050 (automatic debit), \$58.69 expenses
- 4) Carr, Riggs & Ingram Auditors dated 12/19/24 \$2,000; 2/26/25 \$1100
- 5) Fiduciary Insurance renewal dated 12/17/24 in the amount of \$3,427.94
- 6) Klausner, Kaufman, Jensen & Levinson dated 2/28/25 in the amount of \$2,777.50
- 7) Foster & Foster dated 3/18/25 in the amount of \$15,755.00

Member Brochu moved to approve Invoices A, 1-7. Motion seconded by Member Adams. Motion carried.

B. Retirements/Contribution Returns

None

NO ACTION REQUIRED (INFORMATION ONLY):

A. Plan Administrator report of the following administrative actions:

- 1) Provided Foster & Foster records to complete the Annual State Report (receipt of state money pending approval of report)
- 2) Submitted Fiscal Year 2023/2024 detailed accounting report to the City for posting on the website
and a copy provided for plan members
- 3) Submitted annual report of investment activity as of 9/30/24 to the City
- 4) Provided information to the auditors for annual audit
- 5) Provided the City (new hires) and current employees the updated Summary Plan Description.

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NEW BUSINESS

- A. Lindsay Aviles with Carr, Riggs and Ingram Auditors, reviewed the pension plan audit for Fiscal Year ending 9/30/23

Lindsay Aviles with Carr, Riggs and Ingram Auditors reported no internal control issues. Auditors recommend the SOC be reviewed in order to flag any concerns. Auditors also noted the need for participant data to be reviewed prior to submitting the information to the Actuary for the annual Valuation Report. Discussion ensued regarding the SOC report not being available until the audit.

Member Brochu moved to approve the annual audit. Motion seconded by Member Hillanbrand. Motion carried.

- B. Patrick Donlan with Foster & Foster Actuary, reviewed the annual Actuarial Valuation. The required contribution from the combination of City and State sources for the year ending September 30, 2026, is 46.9% of the actual payroll realized in that year. As a budgeting tool, the City may contribute 36.9% of each Member's Salary and then make a one-time adjustment to account for the actual State Monies received. Please note that the City has access to a prepaid contribution of \$133,375.40 that is available to offset a portion of the above stated requirements for the fiscal year ending September 30, 2025.

Plan experience was unfavorable overall on the basis of the plan's actuarial assumptions. The primary source of actuarial loss was inactive mortality experience. This loss was offset in part by gains associated with favorable turnover experience and favorable salary increase experience.

Plan Changes

Ordinance 2024-07 was adopted on October 22, 2024. This ordinance extends the maximum DROP period from 3 to 5 years. In our August 30, 2024 no impact letter, we have determined that the change does not result in a change in the valuation results.

Actuarial Assumption/Method Changes

There have been no assumption or method changes since the prior valuation.

The Actuary reviewed the assets of the plan, the 5 year smoothing average and turnover. As of 10/1/24 the Plan is 87.8% funded.

Member Hillanbrand moved to approve the Actuarial Valuation. Motion seconded by Member Adams. Motion carried.

- C. Declare expected rate of return for the next year, next several years and the long term, based on the advice of its investment professional and/or actuary, for submittal to the State and City. Foster & Foster and Mariner Consulting confirmed reasonable to declare 7.25% rate of return.

Member Brochu moved to approve 7.25% rate of return. Motion seconded by Member Breitfeller. Motion carried.

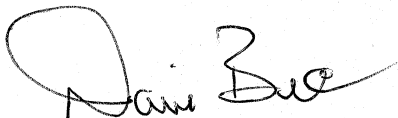
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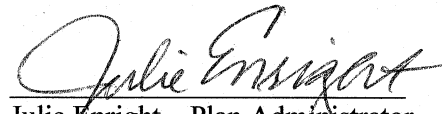
- D. Discuss annual update of DROP account balances to members to be provided by the Board - Board discussed providing DROP members with annual account balances at no cost to the members and additional statements could be requested at the members expense. Consensus of the Board to provide annual statements.
- E. Complete updated signature authorization for Salem Trust Trustees and Plan Administrator signatures for update of Salem Trust records.

Old Business – None

Requests From Public/Employees Present - None

Meeting adjourned at 3:13 p.m.


Chief David Butler – Chairman


Julie Enright – Plan Administrator