

RETIREMENT BOARD OF TRUSTEES MEETING MINUTES

COMMENCEMENT

1. Chairperson call meeting to order.

Meeting Date	Start Time	End Time	Meeting Type
5/3/2023	12:00 PM	12:17 PM	Regular
Meeting Information City Hall Building, Sixth Floor Conference Room 810 Union Street, Norfolk, Virginia			

2. Roll call.

	Present
Lawrence A. Bernert, III (Chair)	<input type="checkbox"/>
Yvonne T. Allmond (Vice-Chair)	<input checked="" type="checkbox"/>
Rev. Kenneth W. Crowder	<input type="checkbox"/>
Elizabeth (Liz) A. Delude	<input checked="" type="checkbox"/>
Arthur M. Eason, III	<input type="checkbox"/>
Daryl Howard	<input checked="" type="checkbox"/>
James Izard (Investment Committee Chair)	<input checked="" type="checkbox"/>
Lashawnda Hall	<input checked="" type="checkbox"/>
Christine Garczynski (Admin and Planning Committee Chair)	<input checked="" type="checkbox"/>
Catheryn Whitesell	<input checked="" type="checkbox"/>

Additional Attendees

Penny DeLosh Executive Director	Jackie Cowan Retirement Benefits Administrator	Andy Fox Deputy City Attorney I
Caroline Good Cerity Partners		

3. Approval of minutes of meeting held March 13, 2023:

☒ Approved ☐ Denied

REPORTING**Reporting Period: April 2023 – May 2023****TOTAL**
(Submitted/Approved)

A. Service Retirement Applications	27
1. Normal Service Retirement	6
2. Normal Service Retirement with DROP	13
a. General Employees	10
b. Public Safety Employees	3
3. Early Service Retirement – Reduced Benefit	0
4. Early Service Retirement – Deferred Benefit	1
5. Vested Service Retirement	7
B. Disability Retirement Applications	3
1. Accidental Disability Retirement	1
2. Ordinary Disability Retirement	2
C. Disability Reexamination Determinations	0
D. DROP Exit Report	4
E. Report of Deaths	34
1. Retiree	25
2. Spouse or Beneficiary	9
F. Death Benefit Claims	13
G. Retirement Rescissions	1
H. Previous Docket Amendments and Corrections	0
I. Non-Vested Member Separation from Employment	5
Total	\$14,405.70

J. Obligations Reported for Payment

Refer to EXHIBIT 1

K. Committee Reports

1. Administration and Planning Committee – no meeting
2. Investment Management Committee
 - a. Meketa Investment Group investment and market review:
 - i. Economic and Market Update
 - ii. Executive Summary
 - iii. Plan Summary

1. One-year Total Fund return down 5.7% with Total Fund Policy Benchmark return down 4.7%
2. Global Equities down 7.6% compared to the Public Benchmark of 7.7%
3. Real Estate down 10% compared to the Public Benchmark of 3.9%
4. Fixed Income down 3.7% compared to the Public Benchmark of 4.8%
5. MLP's up 5.5% year-to-date
6. System's funded ratio was at 81% as of March 31, 2023

iv. Portfolio Transition Update

- b. The Investment Committee recommended, which was subsequently approved by the Board of Trustees, the investment strategy of the City Cemetery Endowment Fund be removed as NERS responsibility and will be moved to the City

L. Other / Old Business

1. UBS
 - a. No redemption received

M. New Business/Other

1. Retirement Considerations - Cost of Living Adjustment (COLA) City Council presentation on April 25, 2023
 - a. Four recommendations were made to City Council during the presentation:

	FY 2018 Ad Hoc COLA	Option #1	Option #2	Option #3	Option #4
DATE OF PAYMENT	7/1/2017	7/1/2023	7/1/2023	7/1/2023	7/1/2023
ONE-TIME SUPPLEMENT AMOUNT	\$839.00	\$839.00	\$500.00	\$750.00	\$600.00
SUPPLEMENT RECEIPT	Retiree	Retiree	Retiree	Retiree	Retiree
RECEIVING RETIREMENT EFFECTIVE DATE	6/30/2016	6/30/2022	6/30/2022	6/30/2022	6/30/2022
CREDITABLE SERVICE YEARS (Minimum)	25	25	20	20	20
ANNUAL EARNINGS	< \$30,000	< \$30,000	< \$30,000	< \$24,000	UNLIMITED
COUNT OF MEMBERS EFFECTIVE (out of 4973)	705	767	1,129	767	2,275
TOTAL COST (Estimated)	\$591,495	\$643,513	\$564,500	\$575,250	\$1,365,000

- b. City administration is currently making no recommendation to City Council as the COLA consideration was requested by City Council and additional options are being explored

N. Next Meeting: July 12, 2023

1. Anticipated Quorum: ☒ Yes ☐ No
2. Scheduled Guest Speaker(s)

O. Adjournment

Exhibit 1
Obligations Reported for Payment: March 2023 – May 2023

	Description	Amount
1.	State Street Corporation	\$33,000.00
2.	Cheiron	\$16,655.60
3.	Harvest Fund Advisors, LLC	\$86,980.30
4.	Tortoise Capital Advisors, LLC	\$66,000.00
5.	PIMCO	\$61,000.00
6.	Retirement Payroll April 2023 & May 2023	\$17,218,519.55
7.	Meketa Investment Group, Inc.	\$152,051.64
8.	Gourmet Gang	\$144.76
9.	Fort Plaza Medical Associates	\$1,448.00
10.		
11.		
12.	TOTAL	\$17,635,799.85

Additional Details

- Custodial Services - March 2023 – May 2023 (\$11,000.00 March 2023, \$11,000.00 April 2023, \$11,000.00 May 2023 estimated, payment to be processed by Meketa)
- Actuarial Services – March 2023 – May 2023 (\$5,327.80 March 2023, \$5,327.80 April 2023, paid March & April 2023, \$6,000.00 May 2023 estimated)
- Harvest Fund Advisors (\$86,980.30 2023 Q1 invoice, payment to be processed by Meketa)
- Tortoise Capital Advisors, LLC (\$66,000.00 2023 Q1 estimated, payment to be processed by Meketa)
- PIMCO (\$61,000.00 2023 Q1 invoice, payment to be processed by Meketa)
- Payroll for April 2023 \$8,718,519.55 (actual) and May 2023 \$8,500,000.00 (estimated)
- Meketa Investment Group, Inc. (\$50,683.88 March 2023, \$50,683.88 April 2023, paid March & April 2023, \$50,683.88 estimated May 2023)
- Gourmet Gang (\$144.76, paid March 2023)
- Fort Norfolk Plaza Associates (\$900.00 for P.Wosk, E. Kelly & R. Cosca, \$248.00 for A. Lamb and \$300.00 for M. Vandivort, paid March 2023)