

**SOUTHFIELD EMPLOYEE RETIREMENT SYSTEM  
REGULAR MEETING – TUESDAY – August 15, 2023  
COUNCIL STUDY – 5:00 p.m.**

**MINUTES**

Board Members Present: Ron Miller, Chair; Chris Diaz; L. Susan Mannisto; Donna Sanders;  
Lauri Siskind

Board Members Absent: Julius Maisano; Ari Gelberman/Alternate

Others Present: Megan Battersby, Retirement Administrator/SERS; Chris Kuhn,  
Investment Consultant/AndCo; Frank Judd, Legal Counsel/VMT

The meeting was called to order by Ron Miller, Chair, at 5:01 p.m.

**APPROVAL OF AGENDA**

**MOTION #S-23-042**

Motion by Mannisto, supported by Sanders, to approve Agenda, Southfield Employee Retirement System, Regular Meeting, Tuesday, August 15, 2023. Motion Carried Unanimously

**APPROVAL OF MINUTES**

1. July 18, 2023, Regular Meeting Minutes

**MOTION #S-23-043**

Motion by Siskind, supported by Diaz, to approve Minutes, Southfield Employee Retirement System, Regular Meeting, Wednesday, July 18, 2023. Motion Carried Unanimously

**CONSENT AGENDA**

1. Informational Items
  - a. Comerica Invoices
2. Cash Account Report
  - a. None
3. Applications for Retirement
  - a. C. Mays, 09/30/2023
4. Authorization of Benefits
  - a. D. Crankshaw

5. Refund of Contributions

- a. T. Seroke
- b. M. Vines

6. Approval of Bills and Expenses

- a. Statement from Elan Financial Services for credit changes for the period 07/07/2023 to 08/04/2023 in the amount of \$553.47
- b. Invoice from PIA for asset management services for the period April 1, 2023 through June 30, 2023 in the amount of \$10,212.00
- c. Invoice from Champlain for asset management services for the period April 01, 2023 to June 30, 2023 in the amount of \$23,058.78
- d. Invoice from Derooy & Devereaux for asset management services for the period ending June 30, 2023 in the amount of \$17,621.00
- e. Invoice from WCM for asset management services for the period 04/01/2023 to 06/30/2023 in the amount of \$17,146.71

**MOTION #S-23-044**

Motion by Diaz, supported by Mannisto, to approve Consent Agenda as presented. Motion Carried Unanimously

**PUBLIC COMMENT**

No comments were made.

**INVESTMENT CONSULTANT REPORT**

- 1. Asset/Manager Summary
- 2. Market/Allocation Review

Investment Consultant presented the 2Q Performance Report. He reviewed the markets during the 2<sup>nd</sup> quarter, highlighting the strong returns from domestic stocks and small losses from fixed income. The Total Fund was up 3.53% for the quarter and 12.86% for the year. The return of 12.86% exceeds the actuarial assumed rate of return by 5.86%. The Fund has also ranked in the top decile of the public fund universe over the 3, 5, and 10-year periods. He reviewed the performance of the managers, highlighting the strong returns from WCM and Apogem and weaker results from AEW. He distributed the July Market Summary and updated market values, noting the continued gains across the US equity markets and flat returns from fixed income. He recommended no action at this time. He informed the Board that he is working on the service memo requested at the last meeting.

**MOTION #S-23-045**

Motion by Mannisto, supported by Diaz, to receive and file Investment Consultant Report as presented. Motion Carried Unanimously

**LEGAL COUNSEL REPORT**

- 1. Retirement Handbook
- 2. Other matters deemed pertinent

Legal Counsel indicated that some comments on the Retirement Handbook have been received from some Trustees, but not all. He will bring a final copy to the September meeting.

### **RETIREMENT ADMINISTRATOR REPORT**

1. Management Group inclusion in SERS
2. Authorized Signatories Resolution
3. Other matters deemed pertinent

Retirement Administrator provided a summary of the five management group employees that have opted-in to SERS. Four have elected participation in the Tier II plan while one elected participation in the blended plan for which we do not yet have ordinance language. One management group employee opting into Tier II has not provided paperwork or funds and Retirement Administrator was told that he has 60 days from July 24 to do so.

Retirement Administrator suggested that the Authorized Signatories Resolution signature page be revised to include current Trustees and replace those no longer serving on the Board. Legal Counsel agreed.

Retirement Administrator explained to Board that credit card payment submitted by Comerica was not received in time and that is why a late fee and interest charges were incurred. Comerica has agreed to pay both fees. Alternate methods of payment other than mailing of a check were explored with Comerica but will result in substantial fees (e.g., creating checking account for online payment or sending payment via wire). Payment method will continue as is for now.

### **OLD BUSINESS**

1. None

L. Susan Mannisto started a discussion regarding the fact that the Mayor has not filled the empty Board position for over two years. She asked that Chairman Miller either contact the Mayor in person or send a letter regarding this. She also mentioned that the ACS Commissioners have inquired about whether the alternate that was appointed a year ago intends to start attending meeting as he has not yet.

### **NEW BUSINESS**

1. None

### **PENDING MATTERS**

1. Pre-Retirement Workshop (upon completion/publication of Retirement Handbook)

### **TRUSTEE COMMENT/OPEN FORUM**

No comments were made.

**ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned at 5:54 p.m.

Prepared by Megan Battersby, Retirement Administrator

Approved by Board Motion on September 19, 2023