# Spokane Employees' Retirement System (SERS) Board Meeting, 1:00 p.m. August 4, 2021 Council Briefing Center

#### **AGENDA**

- 1) Minutes of the July 7, 2021 Meeting
  - Motion
- 2) Director's Report
  - a) Retirements
    - Motion
  - b) Withdrawals
    - Motion
  - c) Vesting
    - Information
  - d) Deaths
    - Information
  - e) Expenditure Summary Report June 2021
    - Motion
  - f) Schedule of Investments June 2021
    - Information
  - g) Cash Reconciliation July 2021
    - Information
  - h) Other Business
- 3) Polar Asset Management Update
  - Motion
- 4) Other Business
- 5) Next Meeting Wednesday, September 1st at 1:00 p.m.

https://spokanecity.webex.com/spokanecity/j.php?MTID=m0cdcffa21e6b9ce20695ec67d1784e63

Meeting dial-in number: 1.408.418.9388 Meeting number (access code): 146 861 2581

# Spokane Employees' Retirement System (SERS) Board Meeting Minutes July 7, 2021

The regular monthly meeting was called to order at 1:01 p.m. in the Council Briefing Center at City Hall.

**Present:** Mike Coster, Joe Cavanaugh, Jim Tieken, Michael Cathcart, Brian Brill

**Absent:** J.D. Morscheck

**Staff:** Phill Tencick, Christine Shisler, Donald Brown, Tim Szambelan

**Guests:** Dean Kiefer, Natalie Hilderbrand, Dave Hanshaw, Justin Anderson, Lauren

Albanese

Jim Tieken joined the meeting at 1:04 p.m.

#### Minutes of the June 2, 2021 Meeting

Joe Cavanaugh moved and Brian Brill seconded the motion to approve the minutes of the June 2, 2021 meeting as presented. The motion passed unanimously.

### **Director's Report**

#### Service Retirements

Name	Age	Retirement Date	Years of Service	Option
Laura A. Lok	55	06/17/2021	24.5	E
George J. Hakala	52	07/02/2021	15.8	В
Christopher D. Galbreath	50	08/01/2021	14.6	C-10

Brian Brill moved and Michael Cathcart seconded the motion to approve the service retirements as presented on the July Retirement Transaction Report. The motion passed unanimously.

#### Withdrawals for June 2021

	Years of	Termination	
Name	Service	Date	
Daniel W. Green	3.1	05/06/2021	

Brian Brill moved and Michael Cathcart seconded the motion to approve the requests for withdrawal as presented on the July Retirement Transaction Report. The motion passed unanimously.

#### <u>Vesting</u>

Name	Department	Years of Service
Eric L. Burch	Information Technology	8.5
Philip F. Messick	<b>Engineering Services</b>	8.5
Timothy J. Sigler	CD/HS Operations	7.0

#### Deaths

	Date		Date of	
Name	Retired	Age	Death	Information
Nadyne H. Davis	06/11/2019	84	05/19/2021	No Further Benefits
Crystal G. Panasta	07/21/1997	73	05/23/2021	No Further Benefits
Helen A. Bonser	11/03/1992	78	06/11/2021	No Further Benefits
Ruth G. Cummings	11/04/2017	100	06/08/2021	No Further Benefits
Richard A. Ervin	02/03/2009	70	06/13/2021	No Further Benefits
Dorothy M. Webster	01/17/2012	73	06/15/2021	No Further Benefits

Vesting and Death information provided to the Board for review.

#### Expenditure Summary Report – May 2021

The Expenditure Summary Report was presented to the Board and discussed.

Joe Cavanaugh moved and Brian Brill seconded the motion to approve the May 2021 Expenditure Summary Report. The motion passed unanimously.

#### Schedule of Investments – May 2021

The monthly investment report was presented to the Board for review. The estimated market value of the SERS portfolio on May 31, 2021 was \$367.2 million with an estimated rate of return of 1.4% for the month.

#### Monthly Cash Reconciliation

The monthly cash reconciliation report was presented to provide the Board with additional insight into the ongoing liquidity, transactions, and cash position of the plan.

#### Other Business

Mr. Tencick informed the Board that Hyas Group is being acquired by Morgan Stanley's Graystone Consulting, with the closing expected in early September. Brian Loescher will be retiring at the time of the merger. Jayson Davidson is expected to stay on for a minimum of 5 years. Discussion ensued and included the topic of the RFP for investment services. The suggestion of a special meeting in October to compile scoring and have a recommendation by the November Board meeting.

#### **Contribution Interest Rate**

Mr. Tencick presented information on the US Treasury rates used to determine the Plan interest rate on member contributions. From July 1, 2020 to June 30, 2021, the average

5-year US Treasury Note rate, rounded to the nearest 25 basis points, was 0.50%.

Brian Brill moved and Joe Cavanaugh seconded the motion to change the contribution interest rate from 1.25% to 0.50%. The motion passed unanimously. This rate will become effective July 1, 2021.

#### **Other Business**

#### Second Half 2021 Board Agenda

The actuary and audit contracts have expired and are due for an RFP. Mr. Tencick thinks the actuary RFP can be wrapped up by the end of the year as well and may not require presentations by the finalists. Staff requested a one-year extension on the audit contract with Moss Adams for the 2021 audit year. An RFP will be conducted in 2022.

Joe Cavanaugh moved and Jim Tieken seconded the motion to extend the contract with Moss Adams for audit services for one year. The motion passed unanimously.

There being no other business, the meeting adjourned at 1:35 p.m.

Phillip Tencick, Retirement Director

# SERS Retirement Transaction Report August 2021

## Retirements

			Retirement	Years of		
	Name	Age	Date	Service	Department	Option
1	Frank A. Rawley	71	07/13/2021	9.7	Library	E
2	Scott D. Radtke	58	07/14/2021	23.8	Water	ST
3	Kevin K. Grubb	60	09/08/2021	20.4	Advanced Wastewater	Е
4	Kevin M. Hurd	62	09/18/2021	9.7	Reprographics	D
5	Matthew E. Gibson	50	02/01/2022	20.7	PFD	Е
	Retirements YTD	44				
	2020 Total Retirements	74				

## Withdrawals

		Years of		Termination
	Name	Service	Department	Date
1	Amanda L. Higley	3.8	Code Enforcement	03/17/2021
2	Vanessa M. Johnson	0.6	My Spokane	06/11/2021
3	Kevin M. Joslyn	0.6	My Spokane	06/11/2021

# Vesting

	Name	Department	Years of Service
1	Gavin J. Heider	Street	9.4

## Deaths

	Date				
	Name	Retired	Age	<b>Date of Death</b>	Information
1	Bernard D. Edwards	09/14/1991	88	07/08/2021	No Further Benefits
2	James C. Sloane	02/03/2001	79	07/21/2021	No Further Benefits
3	Steven G. Franklin	10/22/2017	65	07/24/2021	No Further Benefits

#### SPOKANE EMPLOYEES' RETIREMENT SYSTEM - 6100 2021 EXPENDITURE SUMMARY REPORT JUNE 30, 2021

				2021		
	2020	2021	JUNE ACTUAL	ACTUAL YTD		PERCENTAGE
	ACTUAL	BUDGET	EXPENDITURES	EXPENDITURES	VARIANCE	USED
OPERATING EXPENDITURES						
Departmental Salaries	315,165.09	313,354.00	22,992.02	133,905.42	179,448.58	42.7%
Departmental Benefits	85,294.40	89,760.00	6,955.36	41,009.57	48,750.43	45.7%
Reserve for Budget Adjustment	-	10,000.00	-	-	10,000.00	0.0%
Administrative Income	(16,886.25)	(10,000.00)	-	(4,943.42)		
Postage/Supplies/Other	3,997.66	5,200.00	127.67	1,574.89	3,625.11	30.3%
State Audit Charges	12,990.88	15,000.00	890.91	1,825.56	13,174.44	12.2%
Contractual Services	142,161.60	175,000.00	26,944.50	96,461.47	78,538.53	55.1%
Travel	109.09	15,000.00	-	-	15,000.00	0.0%
Registration/Schooling	5,995.00	16,000.00	-	-	16,000.00	0.0%
Other Dues/Subscriptions/Membership	1,752.80	2,500.00	-	1,061.40	1,438.60	42.5%
Other Miscellaneous Charges	1,179.23	2,200.00	55.00	1,393.27	806.73	63.3%
Amortization	17,649.00	-	-	-	-	
TOTAL OPERATING EXPENDITURES	569,408.50	634,014.00	57,965.46	272,288.16	366,782.42	42.9%
INTERFUND EXPENDITURES						
Interfund - Office Performance Mgmt Services	389.00	_	_	_	_	
Interfund - Centralized Purchasing	448.85	5,000.00	_	184.50	4,815.50	3.7%
Interfund - Centralized Accounting	1,377.27	1,764.00	_	882.00	882.00	50.0%
Interfund - Risk Management	293.00	607.00	_	303.50	303.50	50.0%
Interfund - Worker's Compensation	134.00	134.00	_	67.00	67.00	50.0%
Interfund - Reprographics	5,043.80	9,412.00	-	2,353.00	7,059.00	25.0%
Interfund - IT	39,242.59	39,237.00	3,272.03	16,358.65	22,878.35	41.7%
Interfund - IT Replacement	1,827.00	3,003.00	250.25	1,251.25	1,751.75	41.7%
Interfund - My Spokane	970.64	756.00	-	357.18	398.82	47.2%
TOTAL INTERFUND EXPENDITURES	49,726.15	59,913.00	3,522.28	21,757.08	38,155.92	36.3%
TOTAL ADMINISTRATIVE EXPENDITURES	619,134.65	693,927.00	61,487.74	294,045.24	404,938.34	42.4%

#### SPOKANE EMPLOYEES' RETIREMENT SYSTEM - 6100 2021 EXPENDITURE SUMMARY REPORT JUNE 30, 2021

	2020 ACTUAL	2021 BUDGET	JUNE ACTUAL EXPENDITURES	2021 ACTUAL YTD EXPENDITURES	VARIANCE	PERCENTAGE USED
PENSIONS						
Pensions-Annuity Benefit Payments	29,378,701.18	31,500,000.00	2,592,949.13	15,351,315.01	16,148,684.99	48.7%
Pensions-Disability Payments	114,579.60	135,000.00	9,548.30	57,289.80	77,710.20	42.4%
Pensions-Survivor Annuity Benefits Payments	2,101,833.92	2,500,000.00	178,012.15	1,073,465.87	1,426,534.13	42.9%
TOTAL PENSIONS	31,595,114.70	34,135,000.00	2,780,509.58	16,482,070.68	17,652,929.32	48.3%
Refunds	513,758.34	1,000,000.00	79,022.72	275,369.67	724,630.33	27.5%
TOTAL EXPENSES	32,728,007.69	35,828,927.00	2,921,020.04	17,051,485.59	18,782,497.99	47.6%
INVESTMENT EXPENSE* Advisory Technical Service	449,834.07	550,000.00	15,703.66	188,851.66	361,148.34	34.3%

<sup>\*</sup> investment expenses are netted against investment income in the statement of changes of plan net assets to arrive at a net investment income amount.

### SERS Schedule of Cash and Investments June 30, 2021

	Julie 30, 2021	1			
7/29/2021			Α	Allocation	1
	Type	'	Target	Current	Diff.
Cash Held by Treasurer	Cash	\$ 160,102	3		
US Bank	Short-term Inv	(247,080)			
Total Cash		(86,978)	0.0%	0.0%	0.0%
Sterling Capital	Total Return	27,539,900			
Total Total Return		27,539,900	10.0%	7.5%	-2.5%
			101070	11070	,0
Hotchkis & Wiley	High Yield - Mutual Fund	16,493,020			
Total High Yield		16,493,020	5.0%	4.5%	-0.5%
PIMCO Dynamic	Absolute Return	7,021,851			
Polar	LLC	8,818,763			
Post Limited Term High Yield	Ltd Partnership	6,880,941			
Rimrock Low Volatility	Ltd Partnership	10,463,092			
Total Absolute Return	•	33,184,647	8.0%	9.0%	1.0%
Total / lboolato itotal i		33,131,311	0.070	01070	110 70
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Total Capital Preservation		77,130,589	23.0%	20.9%	-2.1%
Hotchkis & Wiley	LC Value - Mutual Fund	17,381,679			
MFS Growth	LC Growth - Mutual Fund	17,542,636			
Fidelity S&P 500 Index	LC Core - Mutual Fund	42,163,231			
Total US Large Cap		77,087,546	21.0%	20.9%	-0.1%
	MC Value				
Sterling		6,518,541			
Westfield MC Growth	MC Growth	5,838,441			
Fidelity MC Index	MC Core - Mutual Fund	5,301,182			
Champlain	SC Core	9,459,888			
-					
Bridge City	SC Growth	8,601,155			
Wells Fargo	SC Value - Mutual fund	5,577,518			
Fidelity SC Index	SC Core - Mutual Fund	598,098			
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Total US Small/Mid Cap		41,894,823	11.0%	11.3%	0.3%
Total US Equities		118,982,369	32.0%	32.2%	0.2%
•		, ,			
A	OMID Value Material Free I	00 040 555			
Artisan	SMID Value - Mutual Fund	28,942,555			
Euro Pacific	LC Blend - Mutual Fund	26,410,224			
Fidelity International	LC Index - Mutual Fund	, ,			
•		FF 0F0 770	45.00/	45.00/	0.00/
Total International Large Cap		55,352,779	15.0%	15.0%	0.0%
Trivalent	SC Value - Mutual Fund	14,879,901			
Total International Small/Mid		14,879,901	4.0%	4.0%	0.0%
	ENA Martinal Errord		4.070	4.0 /0	0.070
Vanguard EM Index	EM - Mutual Fund	586,728			
ABS Emerging Markets	Ltd Partnership	12,386,999			
Total Emerging Markets		12,973,727	3.0%	3.5%	0.5%
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Total International Carrities		02 206 407	22.00/	22 E0/	0 E0/
Total International Equities		83,206,407	22.0%	22.5%	0.5%
Weatherlow Offshore	Ltd Partnership	22,706,684			
Royalty Opportunities I	Ltd Partnership	1,743,800			
	•				
Royalty Opportunities II	Ltd Partnership	919,875			
Total Long Biased		25,370,359	7.0%	6.9%	-0.1%
Metropolitan Real Estate Partners	Ltd Partnership	134,126			
·	-				
Morrison Street Fund V	LP	745,178			
Morrison Street Fund VI	LP	2,202,515			
Morrison Street Debt Opportunties	LP	2,933,314			
	LLC				
Morgan Stanley Prime		7,343,871			
Principal (REITs)	REITs	16,887,586			
Total Real Estate		30,246,590	9.0%	8.2%	-0.8%
Contrarian Capital Fund I	Ltd Partnership	9,984,890			
•					
Beach Point	Ltd Partnership	13,663,624			
Total Opportunistic Credit		23,648,514	7.0%	6.4%	-0.6%
Contrarian EM Credit	LLC	E EU0 U00			
		5,598,928			
OrbiMed II	Ltd Partnership	5,408,028			
Total Special Opportunities		11,006,956	0.0%	3.0%	3.0%
Total Cash and Investments		\$ 369,591,784	100.0%	100.0%	0.0%
i otai oasii anu investinents			100.0%	100.0%	U.U70
	Monthly Contributions	1,686,615			
	Monthly Pension				
	•				
	As of May 31, 2021	\$ 367,246,592			
	Estimated Rate of Return	1.0%			
		1.070			
	TI : 0047	00 =0 : = :=	40.000	46 (5)	4 661
Abs. Return and Total Return Fl	Thesis 2017.1	60,724,547	18.0%	16.4%	-1.6%
<b>Equity and Special Situations</b>	Thesis 2017.3	213,195,732	54.0%	57.7%	3.7%
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# **Cash Recon - Jul**

Date	Transactions	Sources	Uses	Balance
7/1/2021 B	eginning Balance			152,911.83
7/1/2021	Interest	8.45		152,920.28
7/1/2021	Redeposit Pension Payment	461.55		153,381.83
7/6/2021	Payroll Contributions	833,916.44		987,298.27
7/9/2021	Reissue Pension Payment		(910.96)	986,387.31
7/13/2021	Return LEOFF Deposit		(400,000.00)	586,387.31
7/16/2021	Distribution - Morrison Street V	8,338.31		594,725.62
7/16/2021	Distribution - Westfield Mid Cap Growth	30,369.08		625,094.70
7/16/2021	Redeposit Pension Payments	2,102.22		627,196.92
7/19/2021	Payroll Contributions	851,567.66		1,478,764.58
7/28/2021 E	nding Balance	1,726,763.71	(400,910.96)	1,478,764.58
<u>U</u>	Jpcoming			
7/29/2021	Sale - Fidelity S&P 500 Index	1,400,000.00		
7/30/2021	July Pension Payments		(2,803,222.95)	
8/2/2021	Payroll Contributions	850,000.00		



#### **Polar Asset Management Partners**

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#### **Update from Polar Asset Management Partners**

July 7, 2021

On Friday, July 2, we were informed by the US Securities and Exchange Commission and Department of Justice that Sean Wygovsky, a trader on our US Equity Long/Short team, had been detained by US authorities under serious allegations of illegal activity. These allegations are inconsistent with our culture and values and are explicitly contrary to our compliance program. To that end, Mr. Wygovsky's employment with the firm has been terminated.

Our firm has not been accused of any wrongdoing. We are cooperating fully with authorities and have launched an independent investigation.

We are proud of Polar Asset Management Partners' 30 yea. track record in delivering strong risk-adjusted returns and the trusted relationships we have formed with our clients, business partners and employees. As such, we are taking this matter very seriously. Consistent with our historical approach, we will be forthcoming with information as much as possible.

In the meantime, we will continue to responsibly steward our clients' capital, as we have done since 1991. Thank you for your continued confidence, and please reach out to us if you have any questions or concerns.

Tom Sabourin
President & CEO
Polar Asset Management Partners