



**Employee Pension Board of Trustees
Pension Board Meeting Agenda
January 25, 2018
5:30 PM
Administrative Conference Room
City of Creve Coeur
300 N. New Ballas Road**

Call Meeting to Order

Commerce Bank Presentation

Fiduciary Advisors Presentation

Meeting Minutes Approval

- 1. Meeting Minutes Dated 10-17-17**

LAGERS Update

Proposed Meeting Schedule

- 2. Proposed 2018 Meeting Schedule**

Retirements Since Last Meeting

- 3. Retirement**

Informational - Invoices Paid

- 4. Invoices Paid**

Adjournment



Employee Pension Board of Trustees

City of Creve Coeur
Creve Coeur, MO 63141

SCHEDULED

Meeting: 01/25/18 05:30 PM
Department: Finance Department
Category: Report
Prepared By: Sherry Hall
Initiator: Lori Obermoeller
Sponsors:

APPROVAL OF MEETING MINUTES (ID # 2860)

DOC ID: 2860

Meeting Minutes for 10/17/17



Employee Pension Board of Trustees
Pension Board Meeting Minutes
October 17, 2017
5:30 PM
Administrative Conference Room
City of Creve Coeur
300 N. New Ballas Road

Call Meeting to Order

Chairman Sullivan called the meeting to order at 5:32 PM.

Members present were: Kelly Sullivan, Michael Karasick, Larry Potashnick and Ellen Lawrence. Also In attendance was Lori Obermoeller, finance director and Debbie Loso, finance manager, John Hefle and Todd Grizzle from Fiduciary Advisors and Wendy Ludbrook of Conduent HR Services. Absent were David Caldwell and Jon McIntosh.

Fiduciary Advisors Quarterly Report

Todd Grizzle presented the quarterly results to the Board. The report is attached to these minutes.

Commerce Bank Report

No Discussion.

Actuarial Report Review

Wendy Ludbrook was present to discuss the Actuarial Valuation. The recommended contribution for FY18 is \$1,159,936. The recommended contribution increased \$20,185 from the previous year. Ms. Ludbrook went through the report and answered questions presented to her.

Some information regarding the provisions of the Plan are noted below:

Eligibility for Participation:

A full-time employee of the City becomes a Participant on the July 1 following attainment of age 21 and 2 years of continuous service. Employees hired after June 1, 2006 are not eligible to participate.

Credited Service:

Years and completed calendar months of uninterrupted full-time employment measured from date of hire to the date of:

- A. termination of employment, or
- B. interruption of Credited Service, if earlier.

Credited Service is subject to special rules regarding leaves of absence, transfers and re-employment.

Final Average Monthly Earnings:

A Participant's monthly rate of compensation, averaged over the 60 consecutive months out of the last 120 months preceding retirement or Interruption of Service, if earlier, which give the highest monthly rate. Compensation shall include base pay, but exclude bonuses, commissions, overtime pay, expense allowances and similar items.

Normal Retirement Date:

The first day of the month coincident with or next following attainment of age 55 if the Participant is a uniformed police officer. The first day of the month coincident with or next following attainment of age 65 if the Participant is not a uniformed police officer.

Attachment: Meeting Minutes 10-17-17 (Meeting Minutes for 10/17/17)



Employee Pension Board of Trustees
Pension Board Meeting Minutes
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300 N. New Ballas Road

Unreduced Early Retirement Date:

The first day of the month coincident with or next following the date on which the sum of age and Credited Service equals 85, but in no case later than Normal Retirement Date.

Early Retirement Eligibility:

20 years of Credited Service. Benefits may commence at age 50 or later.

Amount of Early Retirement Benefit:

Actuarial equivalent of Normal Retirement Benefit, with Final Average Monthly Earnings and Credited Service determined as of Early Retirement Date.

Amount of Late Retirement Benefit:

Calculated in same manner as Normal Retirement Benefit, but recognizing service and compensation at Late Retirement Date.

Form of Payment:

The benefits calculated above are payable for the life of the Participant, with 120 monthly payments guaranteed. Optional forms of equivalent payments are available. These are:

- A. monthly income while both Participant and spouse are living, with one-half (1/2), two thirds (2/3) or full continuance to the surviving spouse following the death of the Participant; and
- B. income for the life of the Participant with no further payments following the Participant's death.

After Ms. Ludbrook finished her presentation Ms. Obermoeller discussed the contribution to the Plan. The first quarterly contribution was done that week. Ms. Obermoeller was going to bring to Council a resolution proposing the rest of the contribution be made in one lump sum to avoid being charged interest. Ms. Obermoeller will inform Fiduciary Advisors with the deposit strategy.

Approval of Meeting Minutes

Ms. Lawrence motioned to approve the meeting minutes of July 18, 2017. Mr. Karasick seconded the motion, all present voted aye, motion passed.

Ms. Lawrence motioned to approve the meeting minutes of August 29, 2017. Mr. Karasick seconded the motion, all present voted aye, motion passed.

Annual Report

No discussion.

Commerce Bank Discussion

A discussion was held to determine if Commerce Bank needed to be at every quarterly meeting. Mr. Sullivan commented the reports that Commerce provides should suffice. If something out of the ordinary was shown in the report the Board could request Commerce come to the meeting.

Attachment: Meeting Minutes 10-17-17 (Meeting Minutes for 10/17/17)



Employee Pension Board of Trustees
Pension Board Meeting Minutes
October 17, 2017
5:30 PM
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300 N. New Ballas Road

Revised Retirement Forms

Ms. Obermoeller provided to the board two pension forms which had been revised. They were Form 1, Application for Retirement and a Beneficiary Designation form.

Pension Report Certification

Ms. Obermoeller stated the defined benefit plan reports had been reviewed. All reports were true, complete and accurate.

LAGERS Follow-up

Information from LAGERS was included in the Board's agenda packet which should answer many of the questions that the Board had. Mr. Karasick commented he still has many questions about how LAGERS comes up with their calculation.

Proposed Meeting Schedule for 2018

Deferred to the next meeting.

Invoice Paid since 7-18-17

Information only.

Other Business

None.

Upcoming events

Joint meeting with City Council is scheduled for November 27, 2017.

Trustee Annual Training: The State mandates pension trustees have 6 hours of training annually. Ms. Obermoeller will forward any training opportunities that she is aware of.

Adjournment

Mr. Potashnick motioned to adjourn the meeting. Mr. Unser seconded the motion, all present voted aye. The meeting adjourned at 7:48 pm.

Attachment: Meeting Minutes 10-17-17 (Meeting Minutes for 10/17/17)



Employee Pension Board of Trustees

City of Creve Coeur
Creve Coeur, MO 63141

SCHEDULED

DISCUSSION (ID # 2861)

Meeting: 01/25/18 05:30 PM
Department: Finance Department
Category: Discussion
Prepared By: Sherry Hall
Initiator: Lori Obermoeller
Sponsors:
DOC ID: 2861

2018 Meeting Schedule



**City of Creve Coeur
Employee Pension Fund
Board of Trustees**

2.a

2018 Pension Board Meeting Schedule

			Core Topics for all Meetings
Thursday	January 25, 2018	5:30 p.m.	
(Finance comm. Meeting scheduled for 1/23/18)			Approval of Meeting Minutes Presentation of Quarterly Reports Discussion of other Topics as necessary Invoice(s) Paid Since Last Meeting Retirement(s) since last meeting Other Business
Tuesday	April 17, 2018	5:30 p.m.	
(Finance comm. Meeting scheduled for 4/24/18)			Approval of Meeting Minutes Presentation of Quarterly Reports Discussion of other Topics as necessary Invoice(s) Paid Since Last Meeting Retirement(s) since last meeting Other Business
Tuesday	July 24, 2018	5:30 p.m.	
			Approval of Meeting Minutes Presentation of Quarterly Reports Discussion of other Topics as necessary Invoice(s) Paid Since Last Meeting Retirement(s) since last meeting Other Business
Tuesday	October 23, 2017	5:30 p.m.	
			Approval of Meeting Minutes Presentation of Quarterly Reports Discussion of other Topics as necessary Invoice(s) Paid Since Last Meeting Retirement(s) since last meeting Other Business

NOTE: Other meetings needed during the year will be scheduled when it is necessary.

Attachment: Meeting Schedule for 2018 (2018 Meeting Schedule)



**City of Creve Coeur
Employee Pension Fund
Board of Trustees**

2.a

Attachment: Meeting Schedule for 2018 (2018 Meeting Schedule)



Employee Pension Board of Trustees

City of Creve Coeur
Creve Coeur, MO 63141

SCHEDULED

INFORMATIONAL - RETIREMENT (ID # 2858)

Meeting: 01/25/18 05:30 PM
Department: Finance Department
Category: Report
Prepared By: Sherry Hall
Initiator: Lori Obermoeller
Sponsors:
DOC ID: 2858

Retirements Since 10/17/17

Retirement Plan for Employees of the City of Creve Coeur

Steen B. DeGhelder
Signature of Participant

Election of Form of Benefit Payment

(Indicate by placing a check mark in the appropriate space to the left of the form of payment of your choice.)

_____ 100% to surviving spouse

SD ~~ABC~~ C. Life Only

ETHAN H. DEGHOLDER

SON

ST. LOUIS MO 63109

11-05-2017

(Date)

Steve DeBlaker

(Signature of Participant)

(Signature of Witness)

(Signature of Witness)

Packet Pg. 11

Attachment: Retirement (Retirements Since 10/17/17)

Election of Form of Benefit Payment

(Indicate by placing a check mark in the appropriate space to the left of the form of payment of your choice.)

- A. Ten Years Certain & Life
- B. Qualified Joint & Survivor
(Choose percentage of continuance below):
- 50% to surviving spouse
- 66 2/3% to surviving spouse
- 100% to surviving spouse
- C. Life Only

If you selected Option A or Option B, please complete the following:

Beneficiary's Name

Beneficiary's Social Security Number

Beneficiary's Relationship (if any)

Beneficiary's Address

the following:

Samantha Pouders

daughter

St Louis MO 631

I understand that if I do not complete this form and return it the Retirement Plan Committee, my benefits will be payable under the Ten Years Certain & Life payment option.

SIGNATURE OF PARTICIPANT

I understand that the payments under any election form shall be in accordance with specific provisions of the Plan.

12/8/17
(Date)

(Date)

Demise

(Signature of Alternate Payee)

JPG

(Signature of Witness)

Please furnish appropriate proof of your date of birth, along with Form 3 when you submit this Form 4. Also, if you choose Option B, you must furnish proof of your Spouse's date of birth (along with an additional copy of Form 3).



231 South Bemiston Avenue
Suite 400
Clayton, MO 63105

RECEIVED
NOV 15 2017
FINANCE DEPT.

November 15, 2017

Ms. Sherry Hall
Finance Department
City of Creve Coeur
300 N. New Ballas Road
Creve Coeur, MO 63141

RE: Retirement Benefits for: Steven and Denise DeGhelder

11-21-17

Dear Sherry,

Per your request, we have calculated the retirement benefits for Steven and Denise DeGhelder payable from the Retirement Plan for Employees of the City of Creve Coeur subject to the QDRO provided to us. Below is a summary of information used in the calculation.

Participant Date of Birth	
Date of Hire	April 18, 1988
Alternate Payee's Date of Birth	December 22, 1964
Termination Date	December 3, 2017
Retirement Date	January 1, 2018
Benefit Formula	2.0%

Salary information used, as provided:

July 1, 2017 – December 2, 2017	\$	34,155
July 1, 2016 – June 30, 2017	\$	73,020
July 1, 2015 – June 30, 2016	\$	71,016
July 1, 2014 – June 30, 2015	\$	69,000
July 1, 2013 – June 30, 2014	\$	67,680
December 3, 2012 – June 30, 2013	\$	35,958

The monthly benefits payable effective January 1, 2018 under the available options would be as follows:

Options Available to Steven DeGhelder

	<u>January 1, 2018</u>
10 Years Certain & Life	\$ 2,114.64
Life Only	\$ 2,175.76

Options Available to Denise DeGhelder

	<u>January 1, 2018</u>
10 Years Certain & Life	\$ 1,311.57
Life Only	\$ 1,342.00

While the cover letter to the draft QDRO asks for benefit options in the 50%, 66 2/3% and 100% Joint and Survivor benefit forms to be provided, these options are not available to the DeGhelders. The Joint and Survivor

COPY

Attachment: Retirement (Retirements Since 10/17/17)



benefit forms are only available to a spouse, as defined in the plan in Section 1.20 and Section 5.02(b). Because Mr. and Mrs. DeGhleder will not be married as of January 1, 2018 no Joint and Survivor options may be chosen.

Sincerely,

A handwritten signature in cursive script that reads "Wendy Ludbrook".

Wendy Ludbrook, FSA, EA, MAAA

Attachment: Retirement (Retirements Since 10/17/17)

COPY

**Employee Pension Board of Trustees**

City of Creve Coeur
Creve Coeur, MO 63141

SCHEDULED

Meeting: 01/25/18 05:30 PM
Department: Finance Department
Category: Report
Prepared By: Sherry Hall
Initiator: Lori Obermoeller
Sponsors:

INFORMATIONAL - INVOICE PAID (ID # 2859)

DOC ID: 2859

Invoices Paid Since 10-17-17



City of Creve Coeur
Employee Pension Fund Board of Trustees

COPY

DATE: November 30, 2017

TO: Commerce Trust
c/o John Bascio, Plan Administrator

FROM: City of Creve Coeur
Employee Pension Fund Board of Trustees

SUBJECT: Pension Plan Disbursements

This is your authorization to make the following disbursements from the City of Creve Coeur Pension account.

Payee	Reason for Payment	Amount
City of Creve Coeur 300 N. New Ballas Road Creve Coeur MO 63141	Reimbursement for:	
	Pension Board Member Unser-Training	\$ 95.00
	Pension Board Member Lawrence-Training	\$ 95.00
	Total	\$ 190.00

Please prepare the check(s) and advise Sherry Hall by faxing a copy of the check(s) to (314) 872-2539 or e-mail at shall@crevecoeurmo.gov.

Thank you for your immediate attention to this matter.

Attachment: Invoices Paid (Invoices Paid Since 10-17-17)

Registration ID:

105254471

Registrant:

Steve Unser

Chief Building Official

City of Creve Coeur

300 N. New Ballas Road

Creve Coeur, MO 63141

Registration Date:

10/18/2017 3:43 PM

Status:

Confirmed

Work Phone:

3148722513

Email:

sunser@crevecoeurmo.gov

First name for badge:

Steve

Dietary Restrictions

no

**Approved for Payment**

[Signature] 11-22-17
 Lori Obermoeller, Fin Dir Date

Fees**Husch Blackwell Event Fee**

Quantity:	1
Unit Price:	\$95.00
Amount:	\$95.00

Subtotal:	\$95.00
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Total:	\$95.00
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Transactions**Transaction Amount**

Date:	10/18/2017
Amount:	\$95.00
Balance:	\$95.00

Online Credit Card Payment (***5565) Details**

Date:	10/18/2017
Amount:	(\$95.00)
Balance:	\$0.00

Attachment: Invoices Paid (Invoices Paid Since 10-17-17)

2017 Continuing Education for Trustees of Missouri Public Retirement**Plans (St. Louis)**

Tuesday, November 07, 2017 8:00 AM (2017-11-07T08:00-07:00) - 3:30 PM (2017-11-07T15:30-07:00) (Central Time)

Charles F. Knight Conference Center

Washington University

1 Brookings Drive

St. Louis, Missouri 63130

United States

314.933.9400

Event Details

Seminar Questions?

Pam Clark

Phone: 314.345.6648

Email: pam.clark@huschblackwell.com

Email Us

Your registration is complete.

A confirmation email has been sent to sunser@crevecoeurmo.gov.

Invoice/Receipt is below.

Attachment: Invoices Paid (Invoices Paid Since 10-17-17)

Thank you for registering for the Husch Blackwell Continuing Education Program for Board Members of Missouri Public Retirement Plans on Tuesday, November 7, 2017. For any questions regarding event registration and logistics, please

contact Pam Clark at or 314.345.6648. For questions about the seminar content, please contact Alan Kandel at

314.345.6463.

We look forward to seeing you there!

Personal Information

Registration ID:

104658219

Registrant:

Ellen Lawrence

Council Representative for Pension Board

City of Creve Coeur

300 N. New Ballas Road

Creve Coeur, MO 63141

Registration Date:

9/20/2017 6:00 PM

Status:

Confirmed

Work Phone:

314-872-2519

Email:

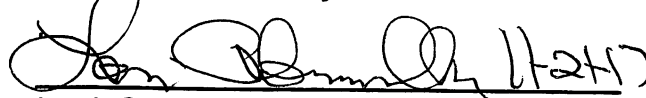
ellenblawrence@yahoo.com

First name for badge:

Ellen

Dietary Restrictions

No

**Approved for Payment**
Lori Obermoeller, Fin Dir Date**Fees****Husch Blackwell Event Fee**

Quantity:	1
Unit Price:	\$95.00
Amount:	\$95.00
Subtotal:	\$95.00
Total:	\$95.00

Transactions

^

Transaction Amount

Date: 9/20/2017
Amount: \$95.00 ✓
Balance: \$95.00

Online Credit Card Payment (***5565) Details**

Date: 9/20/2017
Amount: (\$95.00)
Balance: \$0.00

Attachment: Invoices Paid (Invoices Paid Since 10-17-17)

Current Balance:**\$0.00****Payment Method:**

Credit Card (Visa)

The online credit card payment for this event will be listed on your credit card statement with the name Husch Blackwell.

Refund Information

Cancellation refunds will be made in full until end of day Monday, October 24, 2017.

Event Contact Information

Interested in hosting your own event? Get Started!

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RegOnline® by Event

Quick, easy and affordable online event registration and event management software for all event sizes.

Attachment: Invoices Paid (Invoices Paid Since 10-17-17)

2017 Continuing Education for Trustees of Missouri Public Retirement

Plans (St. Louis)

Tuesday, November 07, 2017 8:00 AM (2017-11-07T08:00-07:00) - 3:30 PM (2017-11-07T15:30-07:00) (Central Time)

Charles F. Knight Conference Center

Washington University
1 Brookings Drive
St. Louis, Missouri 63130
United States
314.933.9400
Event Details

Seminar Questions?

Pam Clark
Phone: 314.345.6648
Email: pam.clark@huschblackwell.com
Email Us

Your registration is complete.

A confirmation email has been sent to ellenblawrence@yahoo.com.

Invoice/Receipt is below.

Thank you for registering for the Husch Blackwell Continuing Education Program for Board Members of Missouri Public Retirement Plans on Tuesday, November 7, 2017. For any questions regarding event registration and logistics, please contact Pam Clark at or 314.345.6648. For questions about the seminar content, please contact Alan Kandel at

314.345.6463.

We look forward to seeing you there!

Personal Information

Attachment: Invoices Paid (Invoices Paid Since 10-17-17)



City of Creve Coeur
Employee Pension Fund Board of Trustees

DATE: November 1, 2017

TO: Commerce Trust
c/o John Bascio, Plan Administrator

FROM: City of Creve Coeur
Employee Pension Fund Board of Trustees

SUBJECT: Pension Plan Disbursements

This is your authorization to make the following disbursements from the City of Creve Coeur Pension account.

Payee	Reason for Payment	Amount
Conduent HR Consulting LLC PO Box 202617 Dallas TX 75320	Actuarial Valuation GASB 67/68 Disclosure Benefit Calculations	\$ 11,600.00
	Total	<u>\$ 11,600.00</u>

Please prepare the check(s) and advise Sherry Hall by faxing a copy of the check(s) to (314) 872-2539 or e-mail at shall@crevecoeurmo.gov.

Thank you for your immediate attention to this matter.

Attachment: Invoices Paid (Invoices Paid Since 10-17-17)



Conduent HR Consulting, LLC
420 Lexington Ave, Suite 2220
New York, NY 10170

October 25, 2017

Lori Obermoeller
lobermoeller@crevecoeurmo.gov
Retirement Plan Board of Trustees
City of Creve Coeur
300 North New Ballas Road
Creve Coeur, MO 63141

Client #: 00015236
Invoice #: 2350085
Total Due This Invoice: \$11,600.00
Terms: Net Due in 30 Days

EFT/ACH to:
Conduent HR Consulting, LLC
Wells Fargo Bank
2975 Regent Blvd.
Irving, TX 75063
Account #: 4121887111
Routing #: 121000248

Mail To:
Conduent HR Consulting, LLC
P.O. Box 202617
Dallas, TX 75320-2617

Direct Inquiries to:
Veronica Pulbere - Accounting Dept.
Email: Veronica.Pulbere@Conduent.com
Phone: (201) 902-2417

Actuarial and consulting services during the month of July 2017 – September 2017:

INCLUDES:

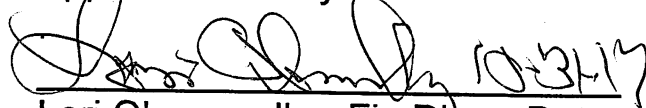
	<u>Amount</u>
Actuarial Valuation	\$9,000.00
GASB 67/68 Disclosure Information	2,200.00
Benefit calculations – Fico, Steiner	400.00

TOTAL AMOUNT DUE

\$ 11,600.00

03-91-11-6203
LO 10-25-17

Approved for Payment


Lori Obermoeller, Fin Dir Date

Attachment: Invoices Paid (Invoices Paid Since 10-17-17)