

ADAMS COUNTY RETIREMENT BOARD MEETING

**MINUTES - REGULAR MEETING
4430 SOUTH ADAMS COUNTY PARKWAY
RETIREMENT CONFERENCE ROOM
BRIGHTON, COLORADO 80601**

SEPTEMBER 4, 2018

BOARD MEMBERS PRESENT

Marc Osborne – Chairman
Ben Dahlman – Vice-Chairman
Brigitte Grimm – Treasurer – 1:50 P.M.
Jim Morgen – Secretary
Brent Voge

BOARD MEMBERS EXCUSED

ADMINISTRATIVE STAFF

Pamela Mathisen, Executive Director
Debbie Haines, Senior Retirement Benefits Specialist (Corresponding Secretary)

ACTUARIAL STAFF

None

LEGAL COUNSEL

Davis Graham & Stubbs – Cindy Birley

INVESTMENT CONSULTANTS

Ellwood – Dale Connors
Ellwood – Andy Fiegel

OTHER ATTENDEES

Susan Dobbs – Rangeview Library District

Called to Order: 1:32 P.M.

INTRODUCTION OF SPECIAL GUESTS/ATTENDEE'S

None

SPECIAL PRESENTATION

None

EMPLOYEE/RETIREE CORRESPONDENCE

None

REGULAR BUSINESS SESSION

CONSENT AGENDA

Consent Agenda: Distributed by E-Mail

Approval of Regular Board Meeting Minutes – August 7, 2018

Approval of Money Manager Fund Totals and US Bank Summary Reports – None

Approval of Administrative Expenditures – September 4, 2018

Expenditures - \$ 49,178.73

Paid August Expenditures - \$1,688.04

Provided at Board Meeting:

Approval of Terminated Retirement Members Payout Report – August 2018

Moved by Board Member – Mr. Voge

Seconded by Board Member – Mr. Morgen

Unanimously carried

UNFINISHED BUSINESS

None

NEW BUSINESS

Ellwood – Dale Connors & Andy Fiegel

Private Equity Presentation

Mr. Fiegel went over the Private Equity pacing forecast with the Board of Retirement. He indicated that the Plan still continues to strive towards the target allocation of 10%. Mr. Fiegel continued by going over two candidates in the “buyout” market in Private Equity.

Crestview Partners IV

- Traditional middle market buyout, diversified across several industries; value-oriented, turnaround approach targeting out of favor industries or companies.
- Media, Financial services, energy and industrials
- Target - \$3.5 billion

RCP Advisors XIII

- Traditional lower middle market buyout fund-of fund strategy, diversified across several industries; styles, and approaches
- All sectors of the economy. Historically, Information technology, industrials, healthcare and consumer discretionary have accounted for approximately 70% of look through company exposure.
- Target - \$250 million

After a lengthy discussion the Board decided to hire Crestview Partners IV.

Mr. Dahlman moved to hire Crestview Partners IV for an allocation of \$3.75 million towards the Private Equity strategy and to direct Ellwood to work with Davis Graham & Stubbs to allocate the funds in the right structure. Mr. Morgen seconded the motion.

Discussion:

Ms. Birley asked the Board “What their tolerance level is?” She indicated the investment is not a lot of money. She is concerned about the Unrelated Business Tax Income (UBTI). After some discussion Ms. Birley will keep the Board posted if the earnings look like it will be more the 20%.

Unanimously carried

STANDING REPORTS

Ellwood – Dale Connors & Andy Fiegel Monthly Investment Update

Mr. Connors indicated that in July 2018 stocks were positive. He stated fund to fund and MLP’s had good returns. He finished by saying the Adams County Retirement Plan was at \$265,571,391.

Davis Graham & Stubbs Legal Information Updates

Ms. Birley informed the Board that Davis Graham & Stubbs was working on affidavits that Harbert Fund VI sent on behalf of the Alabama Department of Revenue concerning the exemption status of the Plan. She stated that Davis Graham & Stubbs believes sending a letter is a better approach since it gives more flexibility in clarifying the Plan’s status and also is not under penalty of perjury. Ms. Birley indicated that she is working on the letter and will get it to the Retirement office to send to Harbert.

Privacy Bill

Ms. Birley indicated that the Adams County Retirement Plan Retention Policy and Schedule has not been updated since 2006. She indicated that Ms. Haines sent Davis Graham & Stubbs an email regarding a new Privacy bill that went through in Colorado. Ms. Birley stated that she is currently looking at the new Privacy bill to see if it affects the current retention policy.

Retirement Staff – Administrative Business PensionGold Teaming Conference Springfield, Illinois – September 17-21, 2018

Ms. Mathisen reminded the Board that Retirement staff will be attending the PensionGold Teaming Conference which will be held September 17-21, 2018. She stated that the Retirement Office will be closed while the staff attends this conference.

OTHER BUSINESS

None

Mr. Dahlman moved to convene into Executive Session at 2:32 P.M. Pursuant to C.R.S. Section 24-6-402(4)(f)(I) to discuss personnel matters. Mr. Voge seconded the motion and it was unanimously carried.

EXECUTIVE SESSION

Mr. Morgen moved to adjourn Executive Session and reconvene the Regular Board Meeting. Mr. Voge seconded the motion and it was unanimously carried.

The Regular Board Meeting reconvened at 3:47 P.M. with all Board members present.

Mr. Morgen moved to offer Ms. Haines the Executive Director position for the Adams County Retirement Plan and allow the Chairman to negotiate the salary range that is consistent with Adams County's policy. Mr. Voge seconded the motion and it was unanimously carried.

The Board indicated that the next step is to have Ms. Haines and Ms. Mathisen work on the Retirement Benefits Specialist job description.

The Regular Board Meeting adjourned at 3:57 p.m.

Respectfully submitted,

Debbie Haines, Senior Retirement Benefits Specialist
(Corresponding Secretary)

NEXT BOARD MEETING

**TUESDAY, OCTOBER 2, 2018
REGULAR BOARD MEETING
ADAMS COUNTY GOVERNMENT CENTER
4430 SOUTH ADAMS COUNTY PARKWAY
CONFERENCE CENTER - BRANTNER GULTCH B
BRIGHTON, COLORADO 80601**