

**CITY OF PONTIAC, MICHIGAN  
POLICE AND FIRE RETIREMENT SYSTEM**

**August 27, 2009**

A regular meeting of the Board of Trustees was held on Thursday, August 27, 2009 at the Executive Conference Room, Affinity Group Credit Union, 144 E. Pike Street, Pontiac, MI 48342. The meeting was called to order at 9:04 a.m.

**TRUSTEES PRESENT**

Brian Lee  
Thomas Miller, Vice Chair  
Craig Storum, Chairman

**TRUSTEES ABSENT**

Mayor, Clarence Phillips (*absent*)

**OTHERS PRESENT**

Sandra Rodwan, Rodwan Consulting (*arrived at 10:20 a.m.*)  
Claudia Scott, Rodwan Consulting (*arrived at 10:20 a.m.*)  
Cynthia Billings, Sullivan, Ward, Asher & Patton, P.C.  
Anthony Asher, Sullivan, Ward, Asher & Patton, P.C. (*arrived at 9:10 a.m.*)  
Sharon Almonrode, Sullivan, Ward, Asher & Patton, P.C.  
Laurance Gray, Gray & Company  
Chris Kuhn, Gray & Company  
Ellen Zimmermann, Retirement Systems Administrator  
Jane Arndt, M-Administrative Assistant

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**CONSENT AGENDA**

- A. Minutes of Regular Meeting: July 23, 2009
- B. Communications:
  - 1. Correspondence from Metropolitan Real Estate Re: Partner's Capital Recap
  - 2. Correspondence from Mesirow Real Estate Re: Quarterly Report
  - 3. Correspondence from Fred Leeb Re: Retiree Association
  - 4. Correspondence from DDJ Re: Compliance / CIT
  - 5. Correspondence – Article Re; Northern Trust Counter Sues BP
  - 6. Correspondence from Robert W. Beltz Re: Health Care
  - 7. Correspondence from Hugh T. Stimson Re: Health Care
  - 8. Correspondence from Jean L. Mielke Re: Health Care
  - 9. Conferences:
    - a. Public Safety Employees Pension/Bnfts Conf – NCPERS – Oct. 11-14, 2009
- C. Financial Reports:
  - 1. Financial Reports – July 2009
  - 2. Securities Lending – July 2009
  - 3. Accounts Payable – August 2009
  - 4. Securities Lending Deficiency
- D. Remove from the Rolls:
- E. Application for Service Retirement
- F. Final Benefit Calculation

- G. Longevity Recalculation
  - 1. Charles Brantley #2474 \$3,486.04
- H. Disability Re-Examinations

Trustee Lee pointed out a grammatical error on page four of the minutes.

**RESOLUTION 09-047** By Miller, Supported by Lee  
Resolved, That the consent agenda be approved as amended.

Yeas: 3 - Nays: 0

## **CONSULTANTS**

### **Re: Gray & Company**

#### DDJ / Artio Transition

Ms. Billings reported that she has reviewed the contract for the DDJ to Artio Global High Income Fund transition. She has attached copies of the correspondence including the Operating Agreement, the Private Placement Memorandum, the Subscription Agreement and the ADV Part 2 in the Legal Report.

There is a proposed Side Letter Agreement to add a favored nation's clause, acknowledgement that the Retirement System's is subject to the Michigan Freedom of Information Act (FOIA). There is also a standard anti-discrimination provision required by law that is subject to all government entities in Michigan. The last provisions require acknowledgement of the Company's fiduciary status and the elimination of indemnification for loss caused by negligence as opposed to gross negligence.

She spoke with Rebecca Kubick and expects the changes to be made to the contract.

Mr. Kuhn said that since the investment is still pending but very close; they have held off notification to DDJ. There are transition issues that the transition manager Global Transition Solutions will arrange with Artio to keep some of the same securities. They specialize in these types of transitions and are well along in the process.

#### Thornburg International Equity

Mr. Kuhn said that in order to invest in the Thornburg commingled fund the minimum investment is \$25 million. They came back with an ADR strategy that is traded on the U.S. exchange. There is no hedging on the currency side and would be easier to administer versus an international equity account. They looked at the product and felt it was a weaker strategy with less performance.

They also proposed the Thornburg International Value Fund which is a traditional mutual fund offering daily liquidity. The fee would be 99 basis points but there would not be any additional costs. They would honor the separate account commitment with the caveat that they would only provide standard quarterly reporting.

The 99 basis point fee is all inclusive and is cheaper than the Northern Trust bid cost. From a performance perspective the two portfolios are identical and there are no transaction costs associated with the purchase of the mutual fund. It is a mutual fund versus a separate account.

Ms. Zimmermann asked what their emerging market exposure is. Mr. Kuhn said that emerging market exposure is 25% and runs from 15% to 25% and sometimes higher. Some of the emerging market exposure is gained through companies in developed markets like the United Kingdom that deal primarily in the emerging markets. This increases their exposure to the emerging markets to 30% to 40%.

Chairman Storum asked if the average annual total returns are R3 or R5 shares. Mr. Kuhn said they are R5 shares based on the size of the mandate. Chairman Storum confirmed that the actual expenses do not exceed 99 basis points for R5 shares through October, 2009. Mr. Kuhn said that based on the mandate the fee will be held at 100 basis points. It is the same portfolio with a different cost structure based on share class.

Trustee Lee asked about the performance. Mr. Kuhn said that the performance is the same as the commingled fund.

Mr. Kuhn asked if there were any concerns with the mutual fund approach. Chairman Storum said he likes it if it is more liquid and costs less.

Mr. Kuhn added that it is easier from an administrative perspective and will be served the same as a separate commingled account.

The trustees agreed that they liked the mutual fund approach.

**RESOLUTION 09-048** By Miller, Supported by Lee  
Resolved, That the Board approve the international equity investment in the Thornburg Investment Management International Value Fund.

Yeas: 3 – Nays: 0

#### RMK Timber

Mr. Kuhn said that there has been an issue getting the RMK Timber contracts signed. Ms. Billings has made several attempts. Mr. Kuhn said that the firm does a lot of travel outside of the United States. They will continue to work on this issue.

#### 2009 2<sup>nd</sup> Quarter Performance

Mr. Gray reviewed the financial capital markets. He said that investors are all asking “are we there yet?” in regard to an economic turn around.

Numerically, this is the deepest and worst recession since the Great Depression. A normal recession lasts twelve month and the current recession has completed its eighteenth month.

The projected government deficit in 2009 is \$1.8 trillion. The projected deficit represents 12.9% of the projected 2009 Gross Domestic Product. The only other time the deficit represented this large of a percentage of the GDP was during World War II. Seventy percent of the GDP is based on consumer spending. However, consumer spending has been reduced because there are no lines of credit or credit cards and households are reducing debt.

Unemployment is 9.4% nationally. Historically, this is a lagging statistic. Productivity is doing quite well with the work getting done. In Michigan unemployment is much higher and teenage unemployment is even higher with teenagers competing with soccer moms for jobs.

Mr. Kuhn stated that growth versus value performance is close. Growth never had its run in the last cycle before the financial crisis hit. Historically, there is not much of a difference with both growth and value undervalued. Surprisingly, growth has outperformed with an underweight to financials. Financials are killing the value index, so growth may have a run.

Mr. Gray indicated that the Fed funds rate has been held to 25 basis points or 14 basis points on a trading basis in order to lower interest rates and stabilize the housing market. Despite their efforts to maintain the yield curve has shifted up. He made known that Gray & Company is hosting a session at MAPERS on TALF and PPIP.

Index returns are in the black ink which is quite a contrast to the recent red numbers, snapping a six quarter losing streak. Second quarter performance for the S&P was 15.93% and 17.98% for the Russell 2000. The strongest performing sector was financials at 35.55%. Bank of America was up \$4.50. Citibank and AIG did not bounce as well. Investors are still hugely concerned. Trustee Miller indicated that the bounce was created when banks raised their fees.

Credit card limits have tracked down while the consumer is paying down their credit card debt. American Express had rolled out traditional credit cards and they were not well versed in that area. They are now canceling these cards.

Mr. Kuhn said that yields on ten-year treasuries continued to rise. The normal credit spread is 600 to 800 basis points but are currently around 1,000 to 1,100 basis points. They had reached historical highs that were twice those levels. High yield experienced a great rally due to the compression in the credit spreads during the quarter.

The Barclays High Yield Index saw performance of 23.07% during the period. He indicated that the Barclays Government performance was -2.21 and the Barclays Long Government was -6.66%. Anything with government in the name did not fare well.

He explained the credit spreads versus the quality rating.

Mr. Gray said that they are trying to determine how the government is going to finance the growing domestic debt and what affect all this money will have on the system when it is withdrawn. Mr. Kuhn said there are concerns on how we will pay for the money being spent. The tax burden will be overwhelming. Some managers think the government is banking on

inflation with consumers paying more taxes but on a higher paycheck so there will be no pain. Trustee Miller said that the debt has to be paid back.

The international equity markets posted strong gains during the second quarter. For the period emerging markets performance was 34.7%.

Total plan value as of June 30, 2009 was \$208.9 million versus \$197.6 million at the end of the first quarter. As of August 25, 2009 total plan value was \$220.5 million which was a nice little bounce.

Performance for the current quarter has lagged. Some managers were defensively positioned during the lower quality rally. A lot of these managers did not hold low quality. A large percentage in the index funds tracked with it. Quality of securities bounced but not in your portfolio.

Munder Capital's performance for the quarter was 16.25% net of fees versus the benchmark at 18.75%.

Loomis Sayles performance for the period was 16.86% net of fees versus the benchmark at 17.98%. However, their year-to-date performance is 3.75% net of fees versus the benchmark at -5.18%. One-year performance was -21.38% versus the index at -25.25% and their three-year performance was -7.73% versus -12.07%. They are a good manager and typically the companies they buy will catch up.

International equity performance for the quarter was 23.99% net of fees versus the index at 25.43%, year-to-date it was 12.80% versus 7.95% and for the one-year period it was -41.06% versus -31.35%.

Wentworth, Hauser & Violich is a top-down manager versus The Boston Company who uses a bottom up strategy. They reported performance for the quarter of 21.89% versus the benchmark at 25.43%.

With the rally of oil during the period Wentworth, Hauser & Violich realized returns of 25.99% net of fees versus the index at 25.43%. Their year-to-date performance was 20.55% versus 7.95%. Their one-year performance was -43.88% which booked in the push down of oil versus the index at -31.35%.

Fixed income returned good solid numbers for the period. He described how there was a rush to quality but fixed income managers with some exposure to lower quality did well for the quarter.

High yield manager DDJ Capital underperformed for the period with returns of 17.18% net of fees versus the benchmark at 23.19%.

Stable Value underperformed during the period with returns of 0.73% versus the index at 1.20%. They will watch Goode very closely. He explained that the number of wrap providers is decreasing.

The NTGI Lehman Intermediate Government/Corporate Index Fund returned performance of 1.63% versus 1.67% for the period. He described how a spike in inflation will affect returns.

American Realty Advisors' performance is trailing over the past year. This manager has been more aggressive in writing down their portfolio versus the NCREIF Index. There will be a few more negative quarters but they are setting up their portfolio for good numbers.

Metropolitan and Mesirow are less than a quarter funded. From a timing issue they have a lot of money to put into an attractive space right now. They are seeing a lot of endowments, foundations and public trusts out of funds who are selling off assets. They are cautiously excited about the opportunities that are becoming available.

Mr. Gray said it is a scary yet exciting time. He understands that it has been a difficult time for the trustees with concerns about benefit payments and layoffs. He commended them for the good job they have done.

**Re: Sullivan, Ward, Asher & Patton – Securities Lending**

**RESOLUTION 09-049** By Lee, Supported by Miller

Resolved, That the Board move to closed session to discuss potential litigation strategy.

**Roll Call:**

Lee – Yes

Miller – Yes

Storum - Yes

*Meeting went into closed session at 9:55 a.m.*

*Meeting came out of closed session at 10:55 a.m.*

*Meeting break at 10:55 a.m.*

*Meeting resumed at 11:01 a.m.*

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**NEW BUSINESS**

**Re: Legal Opinion – IRS Minimum Distribution Rules**

Ms. Billings reviewed her legal opinion regarding the IRS Minimum Distribution Rules. She said that the System is required to adopt this statute. She said that this rule insures that retirees do not intentionally put off taking their benefit.

In the General System there is a member who is retiring that has nominated her child as a beneficiary over the member's lifetime. Someone much younger spreads out the tax obligation over a longer period of time so this rule penalizes the member by reducing their benefit. Under this requirement the member is only receiving 83% of her benefit. This does not apply when a member nominates a much younger spouse as the beneficiary.

**RESOLUTION 09-050** By Lee, Supported by Miller

Resolved, That the Board receive and file the IRS Minimum Distribution Rules legal opinion.

Yeas: 3 – Nays: 0

**Re: Request to Return to Work – Terry L. White**

Mr. White is working with the City and has requested to return to work. He went out on a duty disability. The Medical Director had found him capable to return to work. Because the City would not re-employ him the Board continued his benefit. At age fifty-five he will convert to a service retirement. In his letter to the Board, he asked them to keep him whole.

The best course of action is to convert his benefit to a service retirement at fifty-five. A disability retirement is automatically converted at age fifty-five. If Mr. White is returned to work he would not be considered retired at that point and there is no provision that addresses the issue. If he returns to work he cannot continue to receive his pension benefit.

Ms. Zimmermann felt that he does not understand the conversion process. Trustee Lee said that he spoke with the Union President and his concern is that he went out under the 1993 contract and that the current contract is better and he wants to convert under that one.

Chairman Storum stated that Mr. White is an attorney and has presented a lot of what ifs. He suggested that if the City re-employs him he would be gaining additional time toward his retirement.

The Board directed the Administrator to convert his retirement as scheduled and send a letter to the member.

**Re: Request for Retiree Information – Risk Management**

Ms. Billings referred to a Supreme Court ruling that stated that address information for retirees is confidential and cannot be given out.

Ms. Zimmermann explained that in the past Retirement Staff provided Risk Management with a retiree roster that included addresses, date of birth, union, retirement date and other information. RISK Management has requested that they continue to receive this information including the members' addresses and phone numbers for insurance purposes. However, the Retirement Office is a separate legal entity. During the GERS meeting, one trustee felt that the Retirement Office was not cooperating and that because we are on the same team this information should be provided. She stated that she will respect the Board's decision to supply the other information to them but legally we should not supply addresses and phone numbers. We can send people down to Risk Management to change their information.

Chairman Storum said he agreed that the Retirement Office should supply the other information as a form of cooperation. Trustee Miller concurred. The Board declined to provide members' addresses and phone numbers based on the Supreme Court ruling.

**Re: Rodwan Consulting – 2008 Valuation Presentation**

Ms. Rodwan indicated that she, Denise Jones and Claudia Scott all worked on the valuation for the Retirement System.

The purpose of the valuation is to determine the City's contribution rate for fiscal year 2010 beginning July 1, 2010, compute the liabilities

Financial data was the big story this year due to the downturn in the market. The smoothed market value of assets decreased \$6.5 million due to the downturn in the market from \$271.9 million for the period ending December, 31, 2007 to \$265.2 million for the period ending December 31, 2008. The true market value of assets was down \$74 million from \$282.4 million as of December 31, 2007 versus \$207.8 million as of December 31, 2008. Normally the market value of assets has increased. The smoothing method spreads the value of assets over a five-year period to keep the volatility low.

Ms. Rodwan explained that the funding value of accrued assets to accrued liabilities was 111.3%. Chairman Storum asked about the current funding value.

The overall experience of the Retirement System for the year ended December 31, 2008 was 2.28% versus the assumed experience of 7.5%.

The number of active members dropped to 169 from 199 from the year ending December 31, 2007. The number of retirees and beneficiaries increased to 370 from 363 which was not much of a change. Vested inactive members increased to 20 compared to 15.

Trustee Miller asked if the decrease in employees impacts the fund adversely. Ms. Rodwan said that a decrease in active members could have an impact in respect to contributions rates based on a long-term decrease in payroll.

Trustee Miller said he is concerned that they are using the smoothing method with a shrinking client base. He asked if they should look at decreasing the smoothing period. Ms. Rodwan said that some groups have extended the smoothing period to ten years. The idea is to move toward the market. She felt that a five-year smoothing period is reasonable which is what most plans use to avoid volatility.

She reviewed the computed contribution rates based on the various groups. The normal cost represents the cost of benefits accrued for employees as a percent of payroll to cover the ongoing cost of the Retirement System. Currently, the members' contribution of the computed normal cost is 2.5%. She outlined the process that determines the City's total contribution rate by group. The temporary funding credit is determined by taking valuation assets of \$265 million over accrued liabilities of \$238 million and amortizing the difference of \$27 million as a level percent of payroll over a rolling twenty year period. The funding credit and members' portion is deducted from the normal cost. The City's Total Contribution Rate for Police Rank and File is 9.78%, Police Command 0%, Non-Union Management 2.0% and Fire 15.74%. The changes are primarily due to the investment returns.

The recommended City contributions for fiscal year beginning 2010 are 13.37% or \$1.3 million.

Trustee Miller asked if they shorten the smoothing period would they be able to take advantage of gains sooner. If the market rebounds you have to wait to be positioned. It could temporarily increase funding. He felt it was worth taking a look at.

Chairman Storum said they should look at the smoothing period after the experience study is done.

Ms. Rodwan reviewed the System's History of Assets and Accrued Liabilities. She pointed out that the funded ratio was 115.3% for year ended December 31, 2007 compared to 111.3% for the current valuation period. If the current valuation assets and actuarial accrued liabilities were used, the funding ratio would be 87.2% with unfunded actuarial accrued liabilities of \$30 million. She said that is still better than most systems.

She analyzed the Actuarial Accrued Liability by division. She stated that there are a lot of present assets based on the valuation in each division with Police Rank & File at 110.2%, Police Command at 115.1%, Non-Union Management at 102.6% and Fire at 110.8%.

Trustee Miller said that he is considering the City's side and how they are looking at an increased amount they have to pony up. Ms. Rodwan explained that they are accrued obligations.

The overall experience of the Retirement System during this valuation period was less favorable with a nominal rate of return of 2.8% versus the long-term assumption of 7.5%. This overall experience will be phased in over the next four years.

She stated that there were three active employees that moved from the Command division to the Police Rank & File division.

She said that at the end of every year they suggest that the positive difference be transferred from the Employer Reserve to the Retiree Reserves. The following amounts would be transferred from the Employer Reserves to the Retiree Reserves by division: \$3,892,226 million for Fire; \$1,195,411 for Non-Union Chiefs and \$11,328,153 million for Police Rank & File. Police Command at -\$8,119,130 million would be transferred out of the Retiree Reserve to the Employer Reserve.

She presented a brief overview of the Benefit Provision Summary.

She described the Actuarial Assumptions which included a 7.5% interest rate assumption net of expenses. She said this is lower than the average pension system's 8% interest rate assumption. They used a 4.0% salary increase assumption. Trustee Lee asked if this could skew salary assumption if the City is paying less and active members are making less.

Chairman Storum said that this assumption also includes step increases not just pay increases.

She suggested that the mortality table should be revised when they perform the experience study. The Termination of Employment showed that there is very little turnover.

She described the Retirement Rates for active members in regard to age and service. It showed that 35% to 40% of members retire when they reach the age and service requirements. She said that the assumptions should not be directed by the actuary and would like feedback from the Board. She said that the Board could find this information useful for future issues.

Trustee Miller said that realistically they could take a snapshot of the assumptions being used. Ms. Rodwan said that it is better to make small changes.

Chairman Storum asked Ms. Rodwan how long it would take to perform the experience study. She said it is a lot of work putting together the historical data. He told her that he would not want her to be short-sighted. Trustee Lee felt that five years of data would cover the trend.

**RESOLUTION 09-051** By Lee, Supported by Miller

Resolved, That the Board direct Rodwan Consulting to perform a five-year experience study of the Police & Fire Retirement System.

Yeas: 3 – Nays: 0

Ms. Rodwan said that five years makes sense with only 10% retiring in their first year of eligibility due to outstanding contracts. It would incorporate all the knowledge.

She reviewed the Funding Value of Assets as of December 31, 2008. Valuation assets were \$271.9 million with end of year market value of assets of \$207.8 million. Total additions to market value were -\$74.6 million. Average valuation assets were \$265.6 million. The current year's phased-in recognition was -\$16.3 million with total recognized investment losses of -\$13.8 million resulting in a change of valuation assets of -\$6.7 million.

She indicated that there were 370 retirees included in the valuation with annual pensions totaling \$11,846,397 million as of December 31, 2008. The average pension was \$32,017 compared to \$31,421 for the prior year. The pension payroll has doubled in the last fifteen years.

She summarized the GASB Statement Number 25. The System is being funded as a level percent of payroll. The System is paying for benefits as they accrue and is operating on a sound basis.

Chairman Storum asked that Ms. Rodwan provide the comparison between last year's contribution rate versus the proceeding year by division.

**RESOLUTION 09-052** By Lee, Supported by Miller

Whereas, The responsibility for the direction and operation of the City of Pontiac Police and Fire Retirement System and for making effective the provisions thereof are vested in the Board of Trustees; and

Whereas, The pension provisions provide that an actuarial valuation shall be made at the close of each fiscal year for the purpose of establishing the financial condition of the Retirement System and as a check on its current operating experience, and that the Secretary shall prepare each year the annual report of the Board to be submitted to the City Council showing among other things, a statement of assets, liabilities and reserves certified by the actuary; and

Whereas, The pension provisions further provide that an annual determination shall be made of the actuarial reserve requirements or the several annuities and benefits prescribed, to be financed in addition to interest and other income accruing to the Retirement System by contributions by the members and by the City; and

Whereas, The actuary has computed the pension reserves and contributions necessary for the July 1, 2010 through June 30, 2011 fiscal year and has presented the Report of the Annual Actuarial Valuation of the City of Pontiac Police and Fire Retirement System as of December 31, 2008 to the Retirement Board;

Now, Therefore, Be it Resolved, That the Report of the Annual Actuarial Valuation of the City of Pontiac Police and Fire Retirement System as of December 31, 2008 be accepted by the Retirement Commission and be placed on file; and

Be It Further Resolved, That the City contribution requirements of covered member payroll for the period contained on page 4 thereof, and the City dollar contribution and payment schedule requirement contained on page 4 thereof is hereby certified to the City Council as the amount necessary for the July 1, 2010 through June 30, 2011 fiscal year appropriation by the City Council to finance the pension reserves of the City of Pontiac Police and Fire Retirement System; and

Be It Further Resolved, That the annual transfers recommended on pages 9 thereof be authorized; and

Be It Further Resolved, That a copy of this resolution be provided to the actuary and copies of this resolution and the report of the Forty-Fourth Annual Actuarial Valuation of the City of Pontiac Police and Fire Retirement System be provided to the City Council.

Yeas: 3 – Nays: 0

Ms. Rodwan said they would submit their proposal for the experience study and work with Ms. Zimmermann and staff to attain the required data. It will take a couple of months from the time the data is received. Her initial estimate to process the study was \$15,000.00.

Chairman Storum confirmed that she would submit the proposal to the Retirement Office for approval at the next meeting.

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## REPORTS

**Re: Chairman - None**

**Re: Secretary – None**

**Re: Trustees - None**

**Re: Staff**

Ms. Zimmermann distributed an article regarding the Foreign Bank and Financial Accounts (FBAR) reporting obligation mandated by the IRS which requires pension funds to disclose their offshore investments. The deadline has been extended from September, 2009 to June 30, 2010.

**Re: Legal**

Fossil, Inc.

Ms. Billings reported that the Court has not issued a ruling on the Defendants' motion to dismiss.

Gildan Activewear, Inc.

Ms. Billings reported that a hearing for the Defendants' motion to dismiss has not yet been scheduled.

Maxim Integrated Products

Ms. Billings reported that the Court has not issued a ruling on the Defendants' motion to dismiss.

UBS/AG Securities Class Action

Ms. Billings reported that the securities litigation is in the initial states of litigation.

Merrill Lynch Bond Litigation

Ms. Billings reported that the matter is still pending.

IRS Application for Determination Letter

Ms. Billings reported that the matter is currently pending with the IRS.

Ferguson First Amended Eligible Domestic Relations Order

Ms. Billings reported that the amended EDRO was not acceptable as prepared.

Artio Global High Income Fund LLC

Ms. Billings reported that this item has been discussed under the Consultants.

House Bill Number 5184

Ms. Billings reported that a FOIA was sent to the City of Detroit Retirement System to obtain copies of the trustees' travel records. However, these records had been destroyed. These records are subject to record retention requirements and it is a misdemeanor to destroy records. Some attorneys do not agree. House Bill Number 5184 proposes to amend Public Act 314 to require expense records including travel to be retained for five years from the date of record.

**Re: Union Representatives - None**

Police & Fire Regular Meeting  
August 27, 2009

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## **UNFINISHED BUSINESS**

**Actuarial Software Search** – Tabled to next meeting

**Re: Disaster Recovery Plan**

Ms. Zimmermann reported that a number of records have been moved to the warehouse. We are currently waiting for assistance from IT to process payroll remotely with the laptop. She will bring a report regarding the other issues. In order to prepare a true disaster recovery plan they will need a location from which to work, equipment, the ability to acquire backup records, printing capabilities, etc. The plan is moving in the right direction.

**Re: HELPS Letter to Retirees** – Tabled

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## **PUBLIC DISCUSSION**

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### **SCHEDULING OF NEXT MEETING**

Regular Meeting on August 27, 2009 at 9:00 a.m., Lower Level Board Room, Affinity Group Credit Union, 144 E. Pike Street, Pontiac, Michigan.

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## **ADJOURNMENT**

**RESOLUTION 09-053** By Lee, Supported by Miller  
Resolved, That the meeting be adjourned at 12:02 p.m.

Yeas: 3 – Nays: 0

I certify that the foregoing are the true and correct minutes of the meeting of the Police and Fire Retirement System held on August 27, 2009.

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*As recorded by Jane Arndt*