

**MINUTES OF THE REGULAR MEETING**  
**City of Aurora General Employees' Retirement Board**

Held Thursday, July 21, 2022  
12100 East Iliff Avenue, Suite 108  
Aurora, CO 80014

**1) 8:00 AM - Meeting Called to Order**

**Roll Call**

Chairperson	David McConico	Present
Legislative Members	Cliff Haight	Present
	Andrew Jamison	Present
	Michelle Reding	Present
	Sue Sandstrom	Present
	Tom Tobiassen	Present
	Trevor Vaughn	Present
Nonvoting Members	Sheree Van Buren (for the City Manager)	Present
	Terri Velasquez (Finance)	Present
	Ryan Lantz (Human Resources)	Present
	Hans Hernandez (City Attorney)	Present
Staff	Steven Shanks	Present
	Laura Steege	Present

The Board Meeting held on Thursday, July 21, 2022, was a hybrid meeting conducted via WebEx and in person at the GERP office.

**2) Approval of the Minutes**

Cliff Haight made, and Sue Sandstrom seconded, a motion to approve the minutes of the regular meeting held on June 16, 2022. The motion passed unanimously with Cliff Haight, Andrew Jamison, David McConico, Michelle Reding, and Sue Sandstrom for. Trevor Vaughn abstained.

**3) Treasurer's Report**

Steve Shanks reviewed the financial statements and investment performance for May. As of July 14, 2022, the fund was valued at approximately \$581.3 million.

Steve shared a letter from HarbourVest requesting a one-year extension on the life of the HIPEP VI Fund. Sue Sandstrom moved, and Cliff Haight seconded a motion to grant the extension. The motion passed unanimously with Cliff Haight, Andrew Jamison, David McConico, Michelle Reding, Sue Sandstrom, and Trevor Vaughn for.

Steve reported that the City has asked Milliman for a quote to conduct an Actuarial Study to explore the possibility of offering the choice of either a Defined Benefit or Defined Contribution Plan to employees.

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Terri Velasquez stated that there are no firm details at this point, as the city is waiting to hear from Milliman. This will be discussed at the M&F meeting on August 23, and Steve will forward the meeting request to Board members if they are interested in attending.

**4) Review of Lump Sum Distributions for June**

Twenty-seven participants received lump sum payments totaling \$397,604.62.

**5) Approval of Retirement Benefits**

Steve Shanks presented the retirement calculations. Michelle Reding made, and Cliff Haight seconded, a motion to approve retirement benefits for **Timothy Buterbaugh, William Davis, Thelma Gutierrez, Janice Haden, Jan Michael Ridder, and Nancy Ward-Jacobsen**. The motion passed unanimously with Cliff Haight, Andrew Jamison, David McConico, Michelle Reding, Sue Sandstrom, and Trevor Vaughn for.

**6) New Business**

*(Tom Tobiassen joined the meeting at this point)*

**A) Presentations for actuarial audit finalists**

**Cavanaugh Macdonald** - Brent Banister and Bryan Hoge emphasized their years of experience and noted that even their data work is performed by actuaries, not technicians. They also stated that their firm has a specialized focus on public sector consulting.

**Foster & Foster** - Jason Franken also emphasized the experience of the firm's staff, noting that our client team would include two Fellows with 25 or more years of experience. Foster & Foster is the only actuarial consulting firm to provide a pension plan to its own employees as they believe pension plans are the most effective way to provide retirement income. Over 90% of their business comes from public retirement plans.

**GRS** – Paul Wood and Dana Woolfrey represented GRS and highlighted the fact that they are located here in Denver. They also noted that they are familiar with the GERP plan since they have previously worked with GERP. Dana pointed out that data security is very important to GRS, and they engage outside security firms to audit the security of their systems every year. Paul noted that he has been a review actuary for the Alaska Retirement Management Board for the past 7 years.

After the presentations, David McConico asked for comments and preferences from the Board members. After discussion and a clear consensus, Cliff Haight made, and Trevor Vaughn seconded a motion to accept the proposal of Foster & Foster. The motion passed unanimously with Cliff Haight, Andrew Jamison, David McConico, Michelle Reding, Sue Sandstrom, Tom Tobiassen, and Trevor Vaughn for. Steve Shanks will work with Hans Hernandez on the engagement letter.

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**7) Public Comments**

There were no public comments.

**8) Old Business**

There was no old business.

**9) Report on Due Diligence, Education and Travel**

No report on travel, education and due diligence.

**10) Staff Report**

Steve Shanks reported that the administrative staff will be taking turns with vacations over the next few weeks, but there will be no impact on operations.

Terri Velasquez shared that the City has just announced a Retention and Recruitment plan which provides for a 5% pay increase for career service employees beginning October 1<sup>st</sup>, three months earlier than usual. Terri said that several municipal entities are doing similar reviews and raises to retain staff. Ryan Lantz noted that the City will also see additional market adjustments in the new year.

David McConico shared an email from the City Clerk's office saying that the City of Aurora has contracted with Griffin & Strong P.C., a public-policy consulting firm, to determine whether there is a significant statistical disparity between the availability of qualified, Minority, Women and Disadvantaged Business Enterprises (MWDBE) and the utilization of such businesses in the city's procurement and contracting processes. They are encouraging members of boards and commissions to participate in the process and will be holding an informational meeting on July 26<sup>th</sup>. Steve will forward the email with all the details to Board members.

Sue Sandstrom made, and Trevor Vaughn seconded, a motion to adjourn. The motion passed unanimously with Andrew Jamison, David McConico, Michelle Reding, Cliff Haight, Sue Sandstrom, Tom Tobiassen, and Trevor Vaughn for.

Meeting Adjourned at 9:50AM  
Minutes Submitted by Laura Steege

Minutes Approved

David L. McConico  
Chairperson of the Board

8/18/2022  
Date