

RETIREMENT COMMITTEE MINUTES
SPECIAL MEETING OF MARCH 16, 2011

Chairman Warren called the meeting to order at 4:02 p.m. in the Council Chambers.

ROLL CALL

Chairman Edwin Warren: present
Don Campbell: present
Gary Langston: present
Antonio Rangel present

OTHERS PRESENT

Lettie DeDios, Finance Director, Trustee
Phyllis A. Kraft, City Clerk, Trustee
Richard Kirkwood, Human Resources Director
Alan Peake, City of Delano Attorney
Javier E. Villarreal, Recording Secretary

Chairman Ed Warren opened the meeting at 4:02 p.m reading the Agenda items and passed on to Mr. Alan Peake.

Mr. Peake thanked everyone to be in this meeting with short time notice and he started saying that the Trust agreement goes along with the Pension Plan that was adopted by the City Council on January 24, 2011. He explained that the Trust Agreement has to comply with Federal and State laws, so the restated City of Delano Employee Pension Plan Trust Agreement reflects more clearly the City's governance structure for plan investments. The revised Trust Agreement provides that the Trustee is responsible for investing plan assets, and that the Committee is responsible for monitoring the Trustee's performance.

Mr. Campbell pointed out about article 1.02 (page 2 from the City of Delano Pension Plan). Mr. Peake stated that in this meeting what will be discussed will be the Trust Agreement and not the Pension Plan, and he asked if the Committee members would be available to have a meeting the next day at 4:00 p.m. (Thursday, March 17, 2011) because he wants that the members should have the opportunity to read it. They decided to go ahead with the meeting.

Mr. Peake started to explain in more detail what the Committee should do it, what the Trustees should do it and also the Actuaries. The Trust Agreement is trying to clarify who has certain responsibilities, per example the Committee members are not going to make the investments but they will oversight them. Also they have the ability to call special meetings, and the Committee will be the one to contract the Actuaries not the City, as it was before.

After a brief discussion, Mr. Warren questioned about 3.1(o) which refers to Lending. He doesn't feel comfortable about this, he didn't believe that this should be in. Mr. Alan Peake said that he thinks that there is not a problem taking it out.

It was brought up that there is no Investment Policy for the Pension Plan. The Finance Director said that the City has an Investment Policy with guidelines and rules, but it doesn't apply to the Pension Plan.

A motion was made by Mr. Don Campbell and seconded by Mr. Gary Langston to approve the execution of the City of Delano Pension Plan Trust Agreement excluding article 3.1(o). *Motion passed unanimously.*

Second item on the Agenda refers to a City of Delano Pension Committee Regular Meeting Schedule. Mr. Campbell mentioned that should be better to set-up the meeting the same day that the City Council has it, in case there is an item to be address to the Council. The Committee members decided to have a regular meeting every third Monday of the following month after the quarter ends, at 2:00 p.m.

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A motion was made by Mr. Gary Langston and seconded by Mr. Don Campbell to approve the Resolution for the Committee of the City of Delano Employee Pension Plan establishing a regular meeting schedule. *Motion passed unanimously.*

Alan asked the Committee members to have another meeting to review and approve a contract with Prien Associates, Inc. and also review the Pension Plan. After a few questions and answers the Committee members scheduled the next meeting for Monday, March 21, 2011 at 4:00 p.m.

ADJOURNMENT

There being no further business, by motion passed the meeting was adjourned at 4:50 p.m.



Javier E. Villarreal,
Recording Secretary