

June 25th, 2019 Minutes – Denver’s 457(b) Deferred Compensation Committee

REGULAR MEETING: June 25th, 2019 at 1:00 p.m. at Webb Building, Room 4.F.6

Committee Members Present

Zlatko Letica, Finance, Chairperson
John Eckhardt, Retiree, Vice Chairperson
Greg King, Finance, Secretary
Margaret Danuser, Finance
Les Perry, Denver Police Department
Anthony Mazzei, Sheriff’s Office
Christopher O’Brien, Human Resources

Term Expires

12/31/2020
12/31/2020
12/31/2020
12/31/2022
12/31/2019
12/31/2019
12/31/2022

Committee Members Not Present

Greg Pixley, Denver Fire Department
Bettye Enders, Retiree

Term Expires

12/31/2022
12/31/2019

Financial Advisors

Gordon Tewell, Innovest

Plan Advisors Present

Michael Studebaker, Nationwide

Ex-Officio Non-Voting Member

Robert McDermott, CAO

Other Attendees

Mario Dominguez, DOF

Public Attendees

None

1. CALL TO ORDER

- a.) Mr. Letica called the meeting to order at approximately 1:00 p.m.
- b) A quorum is noted.
- c) The Secretary properly posted the notice of the meeting.
- d) Mr. Letica asked for any additions to the Agenda. No additions were made.

2. AMENDMENTS TO MINUTES

Minutes for the May 28th, 2019 regular meeting were distributed and reviewed.

Discussion: None

Motion: A motion offered by Les Perry, duly seconded by John Eckhardt, to approve the minutes for the May 28th, 2019 regular meeting as submitted, and to direct the Secretary to certify the minutes. The motion carried by the following vote:

Aye: Letica, Eckhardt, King, Danuser, Perry, Mazzei

Nay: 0

Abstain: O’Brien

3. OLD BUSINESS:

- a. **Nationwide – Plan Participant Near-Retirement Marketing:** Michael Studebaker discussed progress made in Near-Retirement Marketing materials. Rollover data is to be presented on a quarterly basis.

4. NEW BUSINESS

- a. **Nationwide Monthly Update:** Michael Studebaker discussed 2017-2018 CCD 457(b) Plan Metrics handout. Mr. Studebaker presented a beneficiary letter that will be sent to participants where the beneficiary designation needs to be updated.
- b. **Innovest – Fiduciary Education Update:** Gordon Tewell presented the Retirement Plan Fee Structures handout focusing on plan fee structures, plan expenses, and methods of payment. Greg King discussed Denver's 457(b) Deferred Compensation Committee's budget with a comparison between a flat fee structure versus a pro rata structure.
- c. **Innovest Contract:** Zlatko Letica mentioned that the Innovest contract expires at the end of the year. Mr. Letica proposed that the contract be extended two years. Robert McDermott is to review the contract and the possibility of extension.

5. SUB-COMMITTEE REPORTS

- a. **Audit Sub-Committee:** Zlatko Letica mentioned the audit is complete with no official findings.
- b. **DERP Partnership Sub-Committee:** No update.
- c. **Investment Sub-Committee:** Sub-committee reported on its review of American Beacon Stephens Small Cap Growth Fund and Diamond Hill Small Cap Fund, who are on the watchlist.

Discussion: None

Motion: A motion offered by John Eckhardt, duly seconded by Greg King, to keep American Beacon Stephens Small Cap Growth Fund and Diamond Hill Small Cap Value Fund on the Watchlist, in addition to all other funds currently on the watchlist, and to retain all funds currently on the watchlist as options within the Plan, based on the recommendation of Innovest and the Investment Sub-committee.

Aye: Letica, Eckhardt, King, Danuser, Perry, Mazzei, O'Brien

Nay: 0

Abstain: 0

- d. **Plan Document Review:** Robert McDermott was tasked to review the Innovest contract and report to the sub-committee.

- e. **Branding Sub-Committee:** Margaret Danuser met with the City's Media Services department who recommended using Street Source Marketing to assist with the branding effort. The Sub-Committee will schedule a meeting with Street Source in July.
- d. **Budget Sub-Committee:** No further update from Greg King's presentation earlier in the meeting.

6. **PUBLIC COMMENT:** Rob McDermott noted that the term for three members of the committee will expire at the end of 2019 and outreach to the new City Counsel may be needed for some appointments. Les Perry advised the Committee he will be retiring at the end of July.

7. **EXECUTIVE SESSION:** None

8. **ADJOURN PUBLIC MEETING:**

Motion: A motion to adjourn the public meeting offered by Les Perry.

Approved

Aye: Letica, Eckhardt, King, Danuser, Perry, Mazzei, O'Brien

Nay: 0

Abstain: 0

Reminder that next regular meeting is July 23rd, 2019 at 1:00pm and will be held in the Wellington Webb Municipal Building room 4.F.6

By signing below the Secretary hereby certifies the above minutes of June 25th, 2019 meeting were reviewed and approved by a majority vote of Committee members at a regular meeting held on July 23rd, 2019.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Greg King", is written over a horizontal line.

Greg King, Secretary

457(b) Deferred Compensation Committee

