

DRAFT

City of Alexandria
Firefighters and Police Officers Pension Plan
Due Diligence Meeting
February 14, 2013
8:30 A.M.
Agenda

Location: Sister Cities 1101

1. Approval of meeting minutes
 - a. January 10, 2013 **ACTION ITEM**
2. Members sign form accepting appointment to the retirement board (if absent January 10)
3. Financial Review (10 minutes)
 - a. Financial & Economic Review - Dahab
 - b. Investment Review – Pension and Disability - Dahab
 - c. Investment Review – Defined Contribution Plan – Dahab
 - d. Distribution of Quarterly performance Reports – Dahab **ACTION ITEM**
4. Domestic Small Cap Equity (45 min)
 - a. Overview – Dahab, Staff
 - b. NewSouth – Christine Burns Patti CFA, Brooke Morrow CFA
5. Administrator’s Report – Staff (5 – 10 minutes)
 - a. Notebooks
 - b. Overview of revised Monthly Reports procedure
 - c. Regular Investment Reports
 - i. Rebalancing and Investment Report (rebalanced January 31) **ACTION ITEM**
 - ii. Volatility Report
 - iii. Cash Flow Summary Report
 - iv. Private Equity (Hamilton Lane) Cash Flow Report
 - v. Real Estate Cash Flow Report
 - vi. Timber Cash Flow Report
 - d. Other items
 - i. Communications: Joint meetings posted on Alexnet
 - ii. Education: seminars, conferences and training
 - iii. Follow-up items
 - iv. CEBS classes for Arthur Lynch **ACTION ITEM**
 - v. Consumer Price Index: 1.6% ten months
 - vi. Securities Monitoring

<p>ACTION ITEMS may require the Board to make a motion or provide direction to Staff.</p>
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6. New business
 - a. Cash Flows, Liquidity, Illiquidity (10 min)
 - b. Limited Partnerships (0 – 5 min) **ACTION ITEM**
 - c. Timber (5 – 10 min) **ACTION ITEM**
 - d. Private Equity (5 – 10 min)
 - e. Enhanced Indexing (10 min)

7. Old business (typically precedes New Business)
 - a. Farmland **ACTION ITEM**
 - i. Asset Allocation/Investment Policy Statement (primarily with respect to farmland, but may want to consider timber and private equity discussions)

8. Topics for future meetings
 - a. Manager presentation May 9th
 - b. Board education

PLAN SPECIFIC TOPICS

9. Committee Reports
 - a. Adjustment Mechanism
 - b. Purchase of Service Credit
 - c. Technical Corrections Committee
 - d. Training Opportunities Committee
 - e. Vendor & Service Provider Review Committee

10. Old Business
 - a. Update: Risk Management Oversight Committee, Laura Triggs
 - b. ICMARC
 - i. Contract **ACTION ITEM**
 - ii. Administration

11. New Business

12. Next Meetings: ***Please note location***
 - a. Thursday March 14, 8:30 AM, Sister Cities 1101, Interim meeting
 - b. Thursday April 11, 8:30 AM, Sister Cities 1101, Interim meeting (Actuary)
 - c. Thursday - May 9 8:30 AM Sister Cities 1101, Due Diligence – joint meeting
 - d. Thursday - June 13 8:30 AM, Sister Cities 1101, Board retreat – all day
 - e. Sunday – Monday, October 20 – 21, Association of Municipal Retirement Systems of Virginia (AMRS-VA), Alexandria 4641 Kenmore Ave Alexandria, VA 22304, Sunday 1:00 PM until Monday noon.

13. Adjournment

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