MINUTES
REGULAR RETIREMENT COMMITTEE MEETING
CITY OF DELRAY BEACH GENERAL EMPLOYEES' RETIREMENT PLAN
NOVEMBER 20, 2025

1. **Call to Order**
   Chair MacManus called the meeting to order at 1:05 p.m.

   Roll Call
   Committee Members present: Chair Thomas MacManus, Vice-chair Adam Frankel, Howard Ellingsworth, Henry Dachowitz (remote, left at 2:00 p.m.), and Martin Dorow.

   Also present: Brendon Vavrica and Jack Evatt (Mariner Institutional), Pedro Herrera (Sugarman, Susskind, Braswell & Herrera as designated by City Attorney, remote), Lisa Castronovo and Elizabeth Brown (City of Delray Beach).

   Agenda Adoption
   MOTION made by Mr. Ellingsworth, seconded by Mr. Frankel, to adopt the November 20, 2025, Agenda. In a voice vote by the members present, **Motion** passed 5-0.

2. **Public Comments**
   None.

3. **Consent Agenda**
   A. August 21, 2025 Regular Meeting Minutes
   B. September 22, 2025 Special Meeting Minutes
   C. Ratification of Plan Expenses and Termination Refunds
   D. Approval/Ratification of New Retirement/DROP/Vested/Death Annuities

   MOTION made by Mr. Ellingworth, seconded by Mr. Frankel, to approve the Consent Agenda. In a voice vote by the members present, **Motion** passed 5-0.

4. **Informal Disability Hearing for Dwaine Williams**
   Mr. Herrera explained the differences between informal disability hearings and formal ones and that the Retirement Committee had to make one of three motions: grant the nonservice-connected disability, deny the nonservice-connected disability, or table the hearing until more information was requested and received. If they denied the disability application, the applicant could appeal their decision and request a formal hearing which would be a new proceeding with no reference to the informal hearing. If the applicant's disability applicant was denied at a formal hearing, the applicant could appeal the Committee's decision in court. In all cases of disability, the applicant bears the burden of proof.

   Mr. Williams introduced himself and summarized his application. The Committee briefly discussed his application.

   MOTION made by Mr. Frankel, seconded by Mr. Dorow, to grant a nonservice-connected disability benefit for Dwaine Williams. In a voice vote by the members present, **Motion** passed 5-0.

5. **Investment Reports,** Mariner Institutional
   A. Portfolio Performance Review – Quarter End September 30, 2025
      Report made part of these Minutes.
      Mr. Vavrica reviewed the September 30, 2025, quarterly performance report noting the Plan's net rate of return for the quarter was 5.12% compared to its benchmark of 5.89% and was 11.04% versus the benchmark of 11.65% for the fiscal year ended September 30, 2025. The Plan's market value increased from $200.7M on June 30, 2025 to $208.7M on September 30, 2025.

   B. Flash Report – October 2025
      Report made part of these Minutes.
      For the month ending October 31, 2025, the Plan's return was 0.75% vs. the benchmark of 1.13%.

   C. Asset Allocation Review
      Report made part of these Minutes.
      Mr. Vavrica compared five asset allocation mixes to the current policy. Chair MacManus, Mr. Dorow, and Mr. Ellingsworth liked the mixes that increased the allocation to fixed income and decreased the allocation to domestic equity. Discussion followed. Mr. Vavrica suggested decreasing the allocation to domestic equity by 7.5% and increasing the domestic fixed income allocation by 5.0% and international equity by 2.5%.

   D. Investment Policy Statement Review
      Copy of existing Investment Policy Statement made part of these Minutes.

   MOTION made by Mr. Frankel, seconded by Mr. Dorow, to amend the Investment Policy Statement, subject to legal review and approval, to 1) adjust the target weights in the Target Asset Mix Table to 54% for Equities (decreased from 61.5%), 12.5% for International Equity (increased from 10.0%), and 23% for Intermediate Fixed Income (increased from 18%), and 2) reword the language for Expected Annual Rate of Return to more accurately reflect the Plan's goals. In a voice vote by the members present, Motion passed 5-0.

   E. Review Near Term Cash Requirements
      Mr. Vavrica reported the Plan had amble cash and thus no assets needed to be moved to cover upcoming benefits or expenses.

6. **Legal Report - Sugarman, Susskind, Braswell & Herrera**
   Mr. Herrera reminded the members of the State's reporting requirements if they accept a gift of any amount. He added that Sugarman, Susskind, et. al. would make a $25 contribution in the Committee's name to a local foodbank.

7. **Pension Administrator Report**
   Ms. Castronovo shared her quarterly report (made part of these Minutes).

   MOTION made by Mr. Ellingsworth, seconded by Mr. Frankel, to approve the 2026 Committee meeting schedule. In a voice vote by the members present, **Motion** passed 4-0.

   MOTION made by Mr. Frankel, seconded by Mr. Dorow, to disburse in December 2025, 75% of the March 31, 2025, Administrative Allowance Account balance to all participants in the DROP account who had funds in their DROP account at MissionSquare on the date of the distribution. In a voice vote by the members present, **Motion** passed 4-0.

Ms. Castronovo said she received a request from the City to get Committee approval for the City to direct the Plan's actuary, Gabriel, Roeder, Smith & Company, to provide some retirement benefit studies.

MOTION made by Mr. Ellingsworth, seconded by Mr. Frankel, to approve the City's request to use Gabriel, Roeder, Smith & Company to provide retirement benefit studies. In a voice vote by the members present, **Motion** passed 4-0.

8. Administrative Items

A. Summary Plan Description

Ms. Castronovo explained that Florida statute 112.66 requires retirement systems to publish a written summary plan description (SPD) every two years. The last SPD published for the Plan was in November 2023, so she was presenting one for November 2025 for Committee approval. She noted there had not been any Plan changes in the last two years, so the only changes reflected in the updated SPD was in the pertinent financial information. She said Mr. Herrera had reviewed and approved the 2025 version.

MOTION made by Mr. Dorow, seconded by Mr. Frankel, to approve the Summary Plan Description as reviewed and approved by legal counsel. In a voice vote by the members present, **Motion** passed 4-0.

B. Travel Policy

MOTION made by Mr. Ellingsworth, seconded by Mr. Frankel, to table review of the Travel Policy. In a voice vote by the members present, **Motion** passed 4-0.

9. Other Business

This Item was taken out of order; it was discussed after Item 5.

A. Investment Consultant RFP – next steps

Mr. Dorow noted that neither Marquette Associates or NEPC submitted follow-up proposals after both indicated they would. Mr. Herrera said he would reach out to both to find out if they either did not receive the clarification letter that his office sent out in late October or if they wanted their August 2025 submissions to be considered as the response to the clarification letter.

Mr. Dachowitz left the meeting.

The Committee directed Ms. Castronovo to provide all received proposals to each of them as soon as possible. They agreed to have a special meeting on December 10, 2025 to review, rank, and decide from which groups they wished to hear formal presentations.

10. ADJOURNMENT

The meeting adjourned at 3:20 p.m.

Thomas MacManus

2/10/24
Date