

## MEMORANDUM

Date: October 30, 2012

To: Mayor George Gaulrapp & City Council Members

From: Linda L. Buss, City Treasurer *llb*  
Treasurer for Freeport Police Pension Fund  
Treasurer for Freeport Fire Pension Fund

Subject: Required Reporting to Municipality By Pension Board

Attached you will find the "Required Report" for both the Police & Fire Pension Funds. Below are two remaining clauses of this statute that are directed to the municipality. My comments are included for your consideration.

### **40 ILCS 5/3143 (a) Report by pension board**

Before the pension board makes its report, the municipality shall have the assets of the fund and their current market value verified by an independent certified public accountant of its choice.

As a reminder, WIPFLI provides auditing services to the City as well as each Pension Board. Therefore, I believe, it is not necessary to seek additional verification by another independent certified public accountant.

### **40 ILCS 5/3143 (b) Publication:**

The municipality is authorized to publish the report submitted under 40 ILCS 5/3143 and 40 ILCS 5/4-134. The publication may be made, without limitation, by publication in a local newspaper of general circulation in the municipality or by publication on the municipality's internet website. If the municipality publishes the report, then that publication **must** include all of the information (including the 24 page investment policy) as submitted by the pension board under 40 ILCS 5/3143 (a)1-9.

The City reserves the right to publish; however, I feel this would be an unnecessary cost and burden to the taxpayers of Freeport and I recommend that we do not publish. Anyone who is interested in the report can obtain a copy at the City Clerk's office.

**FREEPORT FIRE PENSION FUND  
REQUIRED REPORTING TO MUNICIPALITY BY PENSION BOARD  
As of April 30, 2012 fiscal year end**

(40 ILCS 5/4-134) (from Ch. 108 1/2, par. 4-134)

Sec. 4-134. Report by pension board.

The board shall report annually to the city council or board of trustees of the municipality on the condition of the pension fund at the end of its most recently completed fiscal year. The report shall be made prior to the council or board meeting held for appropriating and levying taxes for the year for which the report is made.

**1.**

Total Trust Assets (see attachment 1 for complete listing)

Total Assets (market value):	\$29,183,308
Actuarial Value of Assets (see item 8 for explanation):	\$29,709,123

**2.**

Estimated receipts during the next succeeding fiscal year from:

Participant Contributions deducted from payroll:	\$267,270
Employer Contributions and all other sources:	\$706,556

**3.**

Estimated amount required during the next succeeding fiscal year to:

(a) pay all pensions and other obligations provided in this Article:	\$2,113,236
(b) meet the annual requirements of the fund as provided in Sections 4-118 and 4-120:	\$973,826

The increase in employer pension contributions resulting from the implementation of P.A. 93-0689	\$ 36,292
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**4.**

Total Net Income received from investment of net assets:	\$1,313,033
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Assumed Investment Return:	7.00%
Actual Investment Return:	4.31%

Total Net Income received from investment of net assets (FYE April 30, 2011):	\$3,199,260
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Assumed Investment Return (FYE April 30, 2011):	7.00%
Actual Investment Return (FYE April 30, 2011):	12.27%

**5.**

Total number of Active Employees that are financially contributing to the fund:	48
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**6.**

Disbursements to:

(i) Annuitants in receipt of a regular retirement pension:	
Total number of annuitants:	41
Total amount that was disbursed in benefits:	\$1,613,257
(ii) Recipients being paid a disability pension:	
Total number of annuitants:	4
Total amount that was disbursed in benefits:	\$105,383
(iii) Survivors and children in receipt of benefits:	
Total number of annuitants:	13
Total amount that was disbursed in benefits:	\$217,383

7. Funded ratio of the fund: 84.03%
8. Unfunded Actuarial Accrued Liability: \$5,648,114

The Unfunded Actuarial Accrued Liability is the excess of the Actuarial Accrued Liability over the Actuarial Value of Assets.

The Actuarial Accrued Liability is the portion of the present value of future plan benefits reflecting projected credited service and salaries determined by the actuarial cost method based upon the plan's actuarial assumptions and not provided for at a valuation date by the actuarial present value of future normal costs. The normal cost is the portion of this present value which is allocated to the current valuation year.

The Actuarial Value of Assets is the asset value derived by using the plan's asset valuation method which is a method designed to smooth random fluctuations in asset values. The objective underlying the use of an asset valuation method is to provide for the long-term stability of municipal contributions.

9. Investment Policy of the pension board under the statutory investment restrictions imposed on the fund. (See attachment 2)

**Certification**

I, Blair Senneff, President of the Freeport Fire Pension Board, City of Freeport, Stephenson County, Illinois, do hereby certify that this document is a true and correct copy of: "Required Reporting to Municipality By Pension Board" as outlined in 40 ILCS 5/4-134.

Witness my hand this 25 day of OCT, 2012.

  
Blair Senneff  
President of Freeport Fire Pension Board

Source: P.A. 95-950, eff. 8-29-08

# **Freeport Firefighters' Pension Fund**

## **Investment Policy Guidelines**

**Updated October 2012**

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## Definition of Terms

### **"Illinois Pension Code" Defined**

In this Policy, "Illinois Pension Code" refers to the Illinois Pension Code (40 ILCS 5).

### **"Fiduciary" Defined**

In this Policy, "Fiduciary" shall mean a "Fiduciary" as defined under Illinois law including, but not limited to, the definitions of Section 1-101.2 of the Illinois Pension Code and shall include any person who exercises any discretionary authority or control over the Fund's management or the disposition of its assets, or renders investment advice for a fee or other compensation with respect to the Fund's assets or property or has any discretionary authority or responsibility in the Fund's administration, including but not limited to, Investment Management Consultant(s), Investment Manager(s), and Custodian (s) as defined herein.

### **"Pension Fund" Defined**

In this Policy, the "Pension Fund" refers to the pool of assets held in trust under the terms of the Illinois Pension Code for the benefit of Freeport Firefighters and their surviving spouses, children, and certain other dependents (see Addendum B).

### **"Board of Trustees" Defined**

In this Policy, the "Board of Trustees" refers to the governing board established to administer and control the Fund as specified in the Illinois Pension Code (see Addendum D).

### **"Investment Professionals" Defined**

In this Policy, the "Investment Professionals" refers to investment managers, the investment consultant(s), the custodian, the securities lending provider, commission re-capturing agent, and third party proxy voting service provider.

### **"Investment Manager" Defined**

In this Policy, the "Investment Manager" refers to any firm, fund, or individual that analyzes, selects, and executes the purchase or sale of individual securities and has agreed to its appointment as an investment manager as defined in Section 1-101.4 of the Illinois Pension Code. The investment manager may manage the assets of the Pension Fund in separate accounts held by a third party custodian, a commingled fund, or a mutual fund.

### **"Investment Consultant" Defined**

In this Policy, the "Investment Consultant" refers to any firm that provides investment advice and information and assists the Board of Trustees in fulfilling their fiduciary responsibilities as Trustees.

### **"Custodian" Defined**

In this Policy, the "Custodian" refers to any third party firm that safe-keeps the assets of the Pension Fund.

**"Commission Re-capturing Agent" Defined**

In this Policy, the "Commission Re-Capturing Agent" refers to any broker/dealer that credits or rebates in cash the Pension Fund for transactions directed to its firm by the Pension Fund's investment managers. The rebate represents a portion of the commissions (for equity transactions) or spreads (for fixed-income transactions) charged on the investment transaction.

**"Third Party Proxy Voting Service Provider" Defined**

In this Policy, the "Third Party Proxy Voting Service Provider" refers to any third party firm that votes the proxies of the stocks held by the Pension Fund.

**"Party in Interest" Defined**

In this Policy, the "Party in Interest" refers to the term described in the ERISA, as amended, and other federal laws. In general, the term refers to persons who have a close relationship with the Pension Fund or a particular transaction.

## The Statement of Purpose

### The Pension Fund's Purpose

The Pension Fund is a qualified tax-exempt trust designed to provide the Fund members and/or their spouses a pension benefit at the time of retirement or incurred disability.

### The Purpose of the Investment Policy

This investment policy is set forth by the Board of Trustees in order to:

- Define and assign the responsibilities of all involved parties.
- Establish a clear understanding of all involved parties of the investment goals and objectives of Pension Fund.
- Establish the relevant investment horizon for which the Fund assets will be managed.
- Establish a target asset allocation and rebalancing procedures.
- Establish a methodology and criteria for hiring and firing investment professionals.
- Offer guidance and limitations to all investment managers regarding the investment of Pension Fund.
- Establish a basis of evaluating investment results.

In general, the purpose of this policy is to outline a philosophy which will guide the investment management of the assets toward the desired results. It is intended to be sufficiently specific to be meaningful, yet flexible enough to be practical. This document is intended to serve as a reference tool, an operating code, and a communications link between the Board of Trustees, its staff, and its investment professionals.



## Distinction of Responsibilities

### The Board of Trustees' Authority and Responsibilities

The Board of Trustees will conduct their responsibilities with the care, skill, and caution under the circumstances then prevailing which a prudent person acting in a like capacity and familiar with those matters would use in the conduct of an activity of like character and purpose. The Board of Trustees may delegate functions that a prudent entity acting in a like capacity and familiar with those matters could properly delegate under the circumstances. The Board of Trustees shall discharge their duties with respect to the Pension Fund solely in the interest of the Pension Fund.

The Board of Trustees will generally be responsible for the following:

- 1) Complying with applicable laws, regulations, and rulings.
- 2) Selecting all qualified investment professionals.
- 3) Monitoring and evaluating investment performance and compliance with this Policy.
- 4) Reviewing and suggesting changes, as needed, to this Policy.
- 5) Establishing and reviewing the appropriateness of the Pension Fund's asset allocation policy.
- 6) Taking action according to this Policy.

### The Investment Manager's Authority and Responsibilities

The Board of Trustees will hire competent, registered professional investment managers to manage the assets of the Pension Fund. Investment managers have the following responsibilities:

- 1) Vote proxy issues on securities held, unless a third party proxy voting service provider has been retained by the Pension Fund. All proxies will be voted exclusively for the best interests of the Pension Fund and their participants. Managers will maintain written policies for proxy voting and keep a proper record of all proxies to which the Program is entitled. A written report will be provided annually.
- 2) Provide written reports to the plan sponsor and consultant on at least a quarterly basis detailing performance for the most recent period as well as the current outlook of the equity and fixed income markets.
- 3) Notify the client and the investment consultant on a timely basis of any significant changes in the ownership, organizational structure, investment strategy, portfolio design, or configuration of the investment team.

- 4) All qualified investment managers retained by the Board of Trustees will exercise discretion within the parameters set forth in these guidelines for the portfolio(s) they manage on behalf of the Pension Fund (see Addendum A).

#### **The Investment Consultant's Authority and Responsibilities**

The Board of Trustees will hire an investment consultant to assist the Board of Trustees in fulfilling their fiduciary responsibilities and in fulfilling their responsibilities in accord with this Policy. The investment consultant will generally be responsible for the following:

- 1) Complying with applicable laws, regulations, and rulings.
- 2) Maintaining databases of qualified investment managers, custodians, securities lending providers, and third party proxy voting service providers.
- 3) If needed, the investment consultant will assist the Board of Trustees with the search and selection of investment managers, custodians, securities lending providers, and third party proxy voting service providers.
- 4) Calculate investment performance and reconcile that performance with the investment managers.
- 5) Providing written reports that summarize the performance and analysis of the Pension Fund's investments to the Board of Trustees no later than 45 days after of the end of each calendar quarter.
- 6) Monitoring and evaluating investment performance and compliance with this Policy. This includes meeting with the Pension Fund's investment managers on the Pension Fund on a regular basis.
- 7) Make long-term assumptions on the capital markets for the purpose of evaluating the Pension Fund's asset allocation policy.
- 8) Establishing and reviewing the appropriateness of the Pension Fund's asset allocation policy.
- 9) Reviewing and suggesting changes, as needed, to this Policy.

The investment consultant retained by the Board of Trustees will exercise discretion within the parameters set forth in these guidelines on behalf of the Fund (see Addendum A).

#### **The Custodian's Authority and Responsibilities**

The Trustees will select a third party custodian to safe-keep the assets of the Pension Fund, consisting of either the Treasurer of the City, a bank or trust company authorized to conduct a trust business in Illinois, or the Illinois Public Treasurer's Investment Pool. The custodian will comply with all of the provisions of the Illinois Pension Code relating to Custody of Investments (40 ILCS 5/1-113.7). The custodian will perform (but not limited to) the following:

- 1) hold and safeguard the assets of the Pension Fund,

- 2) collect the interest, dividends, distributions, redemptions or other amounts due,
- 3) provide monthly reporting to all necessary parties,
- 4) forward any proxies to the investment manager, the client, or their designee,
  
- 5) sweep all interest and dividend payments and any other un-invested cash into a short-term money market fund for redeployment, and
- 6) other duties as detailed in the respective custodial agreement

The custodian retained by the Board of Trustees will exercise discretion within the parameters set forth in these guidelines on behalf of the Pension Fund (see Addendum A).

#### **The Commission Re-capturing Agent's Authority and Responsibilities**

The Board of Trustees may utilize a commission re-capturing agent to create income through the direction of brokerage. The commission recapturing agent will execute all trades on a best execution basis. Periodic reports detailing the commissions recaptured will be provided to the client and the investment consultant monthly. The commission recapturing agent retained by the Board of Trustees will exercise discretion within the parameters set forth in these guidelines on behalf of the Pension Fund (see Addendum A).

#### **The Third Party Proxy Voting Service Provider's Authority and Responsibilities**

The Board of Trustees may utilize a third party proxy voting service provider to vote the proxies of the stocks held by the Pension Fund in the best interest of the Pension Fund. Proxy voting guidelines are attached in Addendum E. The third party proxy voting service provider retained by the Board of Trustees will exercise discretion within the parameters set forth in these guidelines on behalf of the Pension Fund (see Addendum A). The service provider is required to provide annual written reports detailing the voting record specific for the Pension Fund's assets.

## Investment Objectives

### Return Objectives

The primary return objectives of the Pension Fund are to:

- (a) preserve the safety of principal,
- (b) earn the highest possible total return consistent with prudent levels of risk, and
- (c) create a stream of investment returns to insure the systematic and adequate funding of actuarially determined benefits through contributions and professional management of the Pension Fund assets.

To achieve these goals, the Pension Fund has been optimized to meet its actuarial assumed rate of return (see Addendum B). The performance objective for the Pension Fund is to exceed, after investment management fees, a customized blended benchmark. To evaluate success, the Board of Trustees will compare the performance of the Pension Fund to the actuarial assumed rate of return and the performance of a custom benchmark. This benchmark represents a passive implementation of the historical investment policy targets and it is re-balanced regularly.

### Risk Tolerance

While achieving the return objectives, the Pension Fund is able to tolerate certain levels of risk, which are:

- (a) to accept prudent levels of short and long-term volatility consistent with the near-term cash flow needs, funding level, and long-term liability structure of the Pension Fund,
- (b) to tolerate appropriate levels of downside risk relative to the Pension Fund's actuarial assumed rate of return (see Addendum B). In doing so, the Board of the Trustees will attempt to minimize the probability of underperforming the Pension Fund's actuarial assumed rate of return over the long-term and to minimize the shortfall in the event such underperformance occurs,
- (c) to accept certain variances in the asset allocation structure of the Pension Fund relative to the broad financial markets and peer groups, and
- (d) to tolerate certain levels of short-term underperformance by the Pension Fund's investment managers.

### Constraints on the Investment Objectives

The investment objectives of the Pension Fund are constrained by the Illinois Pension Code, time, taxes, and liquidity. The Pension Fund will operate in accord with the applicable provisions of the Illinois Pension Code, as amended. The Pension Fund is a tax-exempt entity, but can be subject to taxes involving to unrelated business taxable income ("UBTI"). UBTI is income earned by a tax-exempt entity that does not result from tax-exempt activities. The liquidity needs of the Pension Fund are to meet the regular cash flow requirements of the Pension Fund.

## Asset Allocation and Rebalancing Procedures

### General Methods and Frequency of Evaluating the Asset Allocation

The Board of Trustees, with the assistance of the investment consultant, will review the target asset allocation of the Pension Fund at least every three years. They will take into consideration applicable statutes, the actuarial rate of return of the Pension Fund, the long-term nature of the asset pool, the cash flow needs of the Pension Fund, and the general asset allocation structure of their peers. They will make assumptions on the capital markets over the long-term and optimize the asset allocation to best meet the actuarial and cash flow needs of the Pension Fund at a prudent level of risk.

### Asset Allocation/Rebalancing

The Board of Trustees has established the target asset allocation and permissible percentage ranges shown in the table set forth below:

Asset Class	Target	Minimum*	Maximum*
Core Intermediate Bonds	<u>45.0%</u>	<u>40.0%</u>	<u>50.0%</u>
Total Fixed Income	45.0%	40.0%	50.0%
All-Cap Core Equity	25.0%	20.0%	30.0%
Mid-Cap Growth Equity	5.0%	0.0%	10.0%
Small-Cap Core Equity	5.0%	0.0%	10.0%
Small-Cap Value Equity	<u>5.0%</u>	<u>0.0%</u>	<u>10.0%</u>
Total Domestic Equity	40.0%	30.0%	50.0%
Large Cap International Equity	12.0%	7.0%	17.0%
Small Cap International Equity	<u>3.0%</u>	<u>1.0%</u>	<u>5.0%</u>
Total International Equity	15.0%	8.0%	22.0%
Total Cash	0.0%	0.0%	10.0%
<b>TOTAL</b>	<b>100.0%</b>		

\*May not equal 100%

The Board of Trustees, with the assistance of the investment consultant, will review the asset allocation of the Pension Fund on a regular basis and adjust the portfolio to comply with the guidelines above. The Board of Trustees anticipates that the on-going natural cash flow needs of the Pension Fund (contributions and withdrawals) will be sufficient to maintain the asset allocation of the Pension Fund within policy guidelines under most market conditions.

## **Investment Professional Selection, Communication, and Evaluation**

### **Investment Manager Selection**

No investment managers shall be hired who are a party in interest or who have not, by their record and experience, demonstrated their fiduciary responsibility, their investment expertise, their investment experience, and their capacity to undertake the mandate for which they are being considered. Investment managers are required to comply with the following:

- 1) Acknowledge in writing a fiduciary and investment manager relationship with respect to the Pension Fund as defined by Illinois law.
- 2) Be currently registered and maintain registration as an investment advisor under the Investment Advisors Act of 1940, a bank (as defined in the Act), or an insurance company qualified to perform investment management services under the law of more than one state unless otherwise approved on an exception basis, and
- 3) Be granted by the Pension Fund the power to manage, acquire or dispose of any assets of the Pension Fund pursuant to the Pension Fund documents.

The Pension Fund will establish investment guidelines for the investment managers and, with the assistance of the investment consultant, will conduct due diligence before the appointment of all investment managers.

### **Frequency of Measurement and Meetings**

The Board of Trustees, with the assistance of the investment consultant, expects to measure investment performance quarterly.

### **Investment Manager Communication and Evaluation Terminology**

The following terminology has been developed to facilitate efficient communication between the investment managers, investment consultant, and the program staff. Each term signifies a particular status with the Fund and any conditions that may require improvement. In each case, communication is made only after consultation with the Board of Trustees.

<u>STATUS</u>	<u>DESCRIPTION</u>
A. <i>"In Compliance"</i>	The investment manager states it is acting in accordance with the Investment Policy Guidelines.
B. <i>"Alert"</i>	The investment manager is notified of a problem in performance (usually related to a benchmark or volatility measure), a change in investment characteristics, an alteration in management style or key investment professionals, and/or any other irregularities. The investment manager will be completing a monthly compliance checklist from the investment consultant to ensure thorough oversight.
C. <i>"On Notice"</i>	The investment manager is notified of continued concern with one or more Alert issues. Failure to improve upon stated issues within a specific time frame justifies termination. The investment manager will be completing a monthly compliance checklist from the investment consultant to ensure thorough oversight.
D. <i>"Termination"</i>	The program's management has decided to terminate the investment manager. The investment manager is notified and transition plans are in place.

## Operational Guidelines

### Core Intermediate Bond Management

This document contains the guidelines and restrictions that apply to the intermediate government bond and mortgage manager of the Pension Fund (see addendum A).

#### Permissible Investments

1. The manager shall comply with all of the provisions of the Illinois Pension Code relating to Article 4 Pension Funds, specifically Sections 1-113.1, 1-113.2, 1-113.3, 1-113.4, and 1-113.4a relating to Permissible Investments (40 ILCS 5/1-113.2 et. seg.). In accord with the applicable portions of the Pension Code, above referenced, the manager may invest in the following fixed income securities:
  - a) Investment Grade Corporate Bonds
  - b) Treasury Bills
  - c) Treasury Notes
  - d) Government Agencies (This includes bonds issued by the Federal National Mortgage Association, Student Loan Marketing Association, federal land banks, federal intermediate credit banks, entities authorized to issue debt obligations of the United States of America under the Farm Credit Act of 1971, federal home loan banks, Federal Home Loan Mortgage Corporation, and any other agency created by Act of Congress that is authorized to issue direct obligations of the United States of America)
  - e) Certificates of Deposit
  - f) Investments in credit unions
  - g) State of Illinois interest bearing Bonds
  - h) Illinois Public Treasurers Investment Pool
  - i) Interest bearing Bonds and Tax Anticipant Warrants of any county, township, or municipal corporation of the State of Illinois
  - j) State of Israel - Direct Obligations
  - k) Money Markets Mutual Funds (See Section 1-113.2(11) for restrictions)
2. No single security should comprise more than 10% of the portfolio's overall allocation after accounting for price appreciation.
3. The average duration of the portfolio is not to vary more than +/-30% of the duration of the index (refer to Addendum A).
4. The manager may invest up to 10% of its portfolio in cash or cash equivalents.

#### **Investment Objective**

Over reasonable measurement periods (3 to 5 years), the portfolio's return net of fees should exceed the return of the appropriate benchmark index (see Addendum A).



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## **Investment Guidelines for the Mutual or Commingled Fund Equity Managers**

This document contains the guidelines and restrictions that apply to the equity manager(s) of the Pension Fund invested in commingled or mutual fund vehicles (see Addendum A).

### **Permissible Investments**

1. These funds are governed by the guidelines and restrictions contained in their prospectuses or participation agreements.

### **Investment Objective**

Over reasonable measurement periods (3 to 5 years), the portfolio's return net of fees should exceed the return of the respective benchmark indexes (refer to Addendum A).

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### **Investment Policy Guidelines for the Passive Investment Manager(s)**

This document contains the guidelines and restrictions that apply to the passive investment manager of the Pension Fund (see Addendum A).

#### **Permissible Investments**

1. This fund is governed by the guidelines and restrictions contained in its participation agreement or prospectus.

#### **Investment Objective**

Over reasonable measurement periods (3 to 5 years), the portfolio's return net of fees should replicate the return of the appropriate benchmark index (see Addendum A).

## Investment Policy Guidelines for the Separately-Managed, U.S. Equity Manager(s)

This document contains the guidelines and restrictions that apply to the separately-managed equity manager(s) of the Pension Fund (see Addendum A).

### Permissible Investments

1. The manager is expected to comply with all of the provisions of the Illinois Pension Code relating to Article 4 Pension Funds, specifically Sections 1-113.1, 1-113.2, 1-113.3, 1-113.4, and 1-113.4a relating to Permissible Investments (40 ILCS 5/1-113.4 et. seq.). In accord with the applicable portions of the Pension Code, above referenced, the manager may invest in the following equity securities:
  - a) The common stocks are listed on a national securities exchange or board of trade or quoted in the National Association of Securities Dealers Automated Quotation System National Market System.
  - b) The securities are of a corporation created or existing under the laws of the United States or any state, district, or territory thereof and the corporation has been in existence for at least 5 years.
  - c) The corporation has not been in arrears on payment of dividends on its preferred stock during the preceding 5 years.
  - d) The market value of stock in any one corporation does not exceed 5% of the cash and invested assets of the Pension Fund, and the investments in the stock of any one corporation does not exceed 5% of the total outstanding stock of the corporation.
  - e) The straight preferred stocks or convertible preferred stocks are issued or guaranteed by a corporation whose common stock qualifies for investment by the Trustees.
  - f) The issuer of the stocks has been subject to the requirement of Section 12 of the federal Securities Exchange Act of 1934 and has been current with the filing requirement of the Sections 13 and 14 of that Act during the proceeding 3 years.
2. The manager may invest up to 5% of its portfolio in cash or cash equivalents.
3. Options, financial futures, private placements, or venture capital may not be purchased. The purchase of securities on margin is prohibited.
4. No single security in the manager's portfolio will comprise more than 5% of its equity allocation at the time of purchase, nor will it be more than 10% of the equity allocation of the portfolio after accounting for price appreciation.
5. All interest and dividend payments must be swept on a daily basis into a short-term money market fund for redeployment.

### **Investment Objective**

Over reasonable measurement periods (3 to 5 years), the portfolio's return net of fees should exceed the return of the appropriate benchmark index (see Addendum A).

## **Investment Policy Guidelines for the International Equity Manager**

This document contains the guidelines and restrictions that apply to the international equity manager of the Pension Fund (see Addendum A).

### **Permissible Investments**

1. This fund is governed by the guidelines and restrictions contained in its prospectus or participation agreement.

### **Investment Objective**

Over reasonable measurement periods (3 to 5 years), the portfolio's return net of fees should exceed the return of the appropriate benchmark index (see Addendum A).

## Investment Policy Modification and Revision

### Policy Modification

The Board of Trustees, with the assistance of the investment consultant, will review this Policy annually. Key environmental or operational occurrences, which could result in a Policy modification, include:

- (1) significant changes in expected patterns of the Pension Fund's liability stream,
- (2) impractical time horizons or changes,
- (3) change in the Pension Fund's priorities,
- (4) convincing arguments for change presented by investment professionals,
- (5) legislation, and
- (6) areas found to be important, but not covered by the Policy.

### Modification of Addendums

Changes to investment professionals, Trustees, or plan information contained within Addendums A-D can and should be modified, as necessary, without a complete review by all Trustees.

**Addendum A**  
**Defining the Investment Professionals and Benchmark Indexes**

<b>Asset Class</b>	<b>Investment Manager</b>	<b>Benchmark Index</b>
Intermediate Government / Corporate Bonds	Mesirow Financial	BarCap Intermediate Gov / Cred Index
All-Cap Core Equity	Vanguard	Wilshire 5000
Mid-Cap Growth Equity	Vanguard	Russell MidCap Growth
Small-Cap Core Equity	Rice Hall James & Associates	Russell 2000
Small-Cap Value Equity	Royce Total Return Fund	Russell 2000 Value
Large Cap International Equity	William Blair	MSCI ACWI ex-US
Large Cap International Equity	Harbor International Fund	MSCI ACWI ex-US
Small Cap International Equity	Franklin International Small Cap Growth	MSCI ACWI ex-US Small Cap

<b>Investment Professional</b>	<b>Service Provider</b>
Custodian	US Bank
Investment Consultant	Marquette Associates, Inc.
Commission Recapture Agent	N/A
Third Party Proxy Voting Service Provider	N/A

**Addendum B – Summary of Plan Information**

<b>Plan Name:</b>	<u>Pension Plan</u>
<b>Type of Plan:</b>	<u>Defined Benefit</u>
<b>Plan Adoption Date:</b>	_____
<b>Plan Year-End Date:</b>	<u>April 30</u>
<b>Plan Number:</b>	<u>N/A</u>
<b>Employer Identification Number:</b>	<u>36-0884183</u>
<b>Tax Identification Number:</b>	<u>36-0884183</u>
<b>Assumed Actuarial Rate of Return:</b>	<u>7.0%</u>

**Addendum C – Investment Professional Adoption of Policy**

This Policy document was adopted by the Board of Trustees for the Freeport Firefighters' Pension Fund on October 25, 2012.

**Investment Professional's Acknowledgments:**

The firm has received this copy of the Pension Fund's Investment Policy. The firm has studied its' provisions and believe that we can both abide by its restrictions and fulfill its goals and expectations over the timetables set forth in the Policy.

MARGUERITE ASSOCIATES  
Firm Name

DAVID SMITH, CFA  
Investment Professional

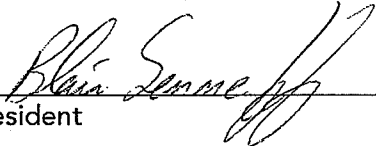


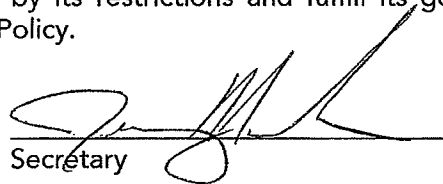
**Addendum D – Board of Trustees Adoption of Policy**

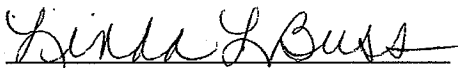
This Policy document was adopted by the Board of Trustees for the Freeport Firefighters' Pension Fund on October 25, 2012.

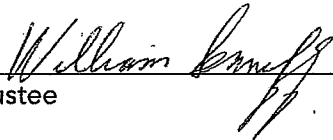
**Board of Trustees' Acknowledgments:**

We have received this copy of the Program's Investment Policy. We have studied its provisions and believe that we can both abide by its restrictions and fulfill its goals and expectations over the timetables set forth in the Policy.

  
\_\_\_\_\_  
President

  
\_\_\_\_\_  
Secretary

  
\_\_\_\_\_  
Trustee

  
\_\_\_\_\_  
Trustee

  
\_\_\_\_\_  
Trustee

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**Addendum E – Proxy Voting Guidelines**