

RETIREMENT BOARD MEETING MINUTES

Date: May 17th, 2024

Location: 200 W Oak St, Fort Collins, CO-2-LC Lake Loveland Room 233

Board Members	TIAA/Innovest Representatives	HR/Finance Representatives	Guests
Tim Keeton	Richard Diodoso (T)	Kathy Harris	
Irene Josey	Shane Roghar (T)	Jennifer Whitener	
Nancy Baker	Kyli Soto (I)		
Nick Cole	Debbie Buckner (T)		
	Troy Jensen (I)		
	Natalie Miller (I)		

The meeting was called to order at approximately 8:30 a.m.

Minutes from the February 16th, 2024 meeting were approved.

Public comment:

None.

Plan Terminations Report:

Reviewed and approved.

Vesting Schedules & Forfeitures Review

TIAA and Innovest brought a review of vesting schedules and use of forfeitures used by similarly sized plans. Many plans utilize a cliff vesting schedule, similar to Larimer County 401(a). The Board discussed the existing 5-year cliff vesting schedule and agreed to leave the vesting unchanged, as it is meant to promote retention and has not seemed to hinder hiring efforts. Additionally, the Board discussed the existing formula for forfeitures, which are distributed back to participants. After discussion, the Board decided to keep current vesting schedule, as it is meant to account for the changes in employer and employee contributions, as contribution formulas into the plan were lower prior to 2009.

Capital Market Review & Investment Report from Innovest:

Innovest presented the “Q1 2024 Portfolio Review” including economic data and plan investments. The report included a review of investment menu design and the importance of having a streamlined investment menu. The Board previously approved the removal of the emerging markets investment in the 401(a) plan to streamline the investment menu and would like to consider further reviewing menu consolidation for the real estate investment. Innovest will





provide an investment menu analysis that evaluates the removal of the real estate asset class, but will also provide performance comparison metrics of alternative real estate investment options for the Board's consideration.

The Board reviewed the Manager Scorecard and due to the ongoing minor concerns for the TIAA Real Estate fund, the Board requested a manager search for alternative real estate funds, in conjunction with the information considering removal of the asset class, to be reviewed at a future meeting. No action items for the Board.

Innovest's report also included an annual fee review for the plan, benchmarking the Plan's fees to other similarly-sized plans, which indicated the Larimer County 401(a) Plan's fees compare favorably. The Board also reviewed the \$15.25/participant fee that covers Innovest and other plan expenses. The Board decided to continue this fee as is, since it is used for legitimate plan expenses such as Board member education, etc. related to overseeing the plan.

Innovest also presented the annual share class review, and after discussion, the Board approved two share class changes to reduce participant investment fees:

- From Vanguard Total International Stock Index Admiral (VTIAX) to I (VTSNX)
- From Dodge & Cox Income I (DODIX) to X (DOXIX)

Plan Health Update from TIAA:

TIAA presented the "TIAA Larimer County 401a Plan Review 2024 1st Q" report. Of note, contributions and plan assets increased in the first quarter. TIAA has been meeting regularly with Larimer 401(a) participants, over 84 education sessions were conducted in the 1st quarter. TIAA provided an update on their new participant outreach program. No action items for the Board.

SECURE 2.0 Updates from TIAA:

The de minimis force out distribution threshold increased to \$7,000 with SECURE 2.0. TIAA will be updating the plan document to reflect the new threshold at a future date. TIAA will regularly provide the County with the number of participants that would be impacted if force-outs are exercised. The current process is a manual authorization from the Board to TIAA on when to execute de minimis forceouts for each occurrence. At this time, the Board voted to only force out participants with balances less than \$1,000. Additional force-out balances will be discussed at future meetings.

Future Meeting Schedule

The next meeting will be August 9th, 2024 at 8:30 a.m.

The meeting adjourned at approximately 10:30 a.m.

Respectfully submitted,
Innovest Portfolio Solutions LLC