

STATE OF TEXAS
COUNTIES OF POTTER
AND RANDALL
CITY OF AMARILLO

On the 16th day of January 2019, the Amarillo Firemen’s Relief and Retirement Fund Board of Trustees met at 10:00 a.m. in regular session in Room 306, located on the third floor of City Hall at 601 S. Buchanan ST, Amarillo, Texas.

VOTING MEMBERS	PRESENT	NO. OF MEETINGS HELD SINCE APPOINTMENT	NO. OF MEETINGS ATTENDED SINCE APPOINTMENT
JOSEPH PETERSON, MAYOR APPOINTEE	Yes	9	8
TONY ROBINSON, CHAIRMAN	Yes	181	168
BRANDON MASON, VICE-CHAIRMAN	Yes	72	65
MICHELLE BONNER, SECRETARY	Yes	71	59
ARICK WRAY, FIREFIGHTER	Yes	13	11
RODNEY RUTHART, CIVILIAN MEMBER	Yes	12	10
DEAN FRIGO, CIVILIAN MEMBER	Yes	47	42

Also in attendance were the following:

LAURA STORRS	FINANCE DIRECTOR, CITY OF AMARILLO
LAURO ARIAS	RECORDING SECRETARY, CITY OF AMARILLO
LESLIE SCHMIDT	SENIOR ASST. CITY ATTORNEY, CITY OF AMARILLO
STEPHANIE ANDREWS	DIRECTOR OF CONVENTION SERVICES, AMARILLO CVC

Mr. Robinson established a quorum, called the meeting to order at 10:06 a.m., and the following items of business were conducted:

ITEM 1. Consider Minutes. Mr. Robinson presented the minutes from the last regular meeting held December 19, 2018. Mr. Mason made a motion to approve the minutes as presented. Mr. Wray seconded the motion and it carried unanimously.

ITEM 2. Canvassing of Election Results. Mr. Robinson reported Mr. Mason had sent out an email to the membership requesting nominations to run for Mr. Robinson’s expiring term on the Board. He explained that only one response had been received and that the nominee declined the nomination. Mr. Robinson added that TLFRA guidelines (Section 19b) state that when only a single person is nominated for the board of trustees position being filled, that person may be elected by acclamation without the need of a ballot.

ITEM 3. Appointment of Civilian Member. Ms. Bonner motioned to re-appoint Mr. Frigo to another term as a civilian board member. The motion was seconded by Mr. Mason and unanimously carried.

ITEM 4. Appointment of Board Officers. A motion was made by Mr. Mason, seconded by Mr. Ruthart and carried unanimously to keep the Board’s current slate of officers as follows: Tony Robinson as Chairman, Brandon Mason as Vice-Chairman and Michelle Bonner as Secretary/Treasurer.

ITEM 5. Oath of Office. The Board administered the Oath of Office to Mr. Robinson and Mr. Frigo.

ITEM 6. Consider Investment Resolution. Ms. Storrs presented the Fund’s Investment Resolution at December 31, 2018. A motion was made by Mr. Wray, seconded by Mr. Ruthart and unanimously carried to approve the investment resolution as presented.

ITEM 7. Presentation of Revenue and Expenditures Summary. Ms. Storrs presented the Fund's Summary of Revenue and Expenditures at December 31, 2018 and reviewed a total market value of \$162,861,402.69. She reviewed total receipts of \$867,818.88 versus total disbursements of \$987,789.56. Ms. Storrs explained that the Fund's investments were within Policy limits with 8.62% invested in cash, 19.37% in bonds and 72.01% in stock. Ms. Storrs noted that all employee/employer contributions were made on time and at the correct percentages for the month of December.

ITEM 8. Consider Statement from Frost Bank. A motion to approve payment in the amount of \$142.97 to Frost Bank for a custody fee from 11/15/2018 – 12/15/2018 was made by Ms. Bonner, seconded by Mr. Peterson, and carried unanimously.

ITEM 9. Consider Statement from Abel Noser Corp. Ms. Bonner motioned to approve payment in the amount of \$1,500.00 to Abel Noser Solutions for transaction cost analysis for the period ending June 30, 2018. The motion was seconded by Mr. Peterson and unanimously carried.

ITEM 10. Consider Form 135, Termination of Employment Application for Refund of Retirement Contributions, for Bryan J. Davis. Mr. Mason made a motion to approve Form 135, Termination of Employment Application for Refund of Retirement Contributions, for Bryan J. Davis. Ms. Bonner seconded the motion and it carried unanimously.

ITEM 11. Consider Approval of Qualified Domestic Relations Order (QDRO) for Robert B. Archer. Ms. Bonner motioned to approve the Qualified Domestic Relations Order (QDRO) for Robert B. Archer. The motion was seconded by Mr. Mason and carried unanimously.

ITEM 12. Consider Form 100, Change of Beneficiary, for Robert B. Archer. A motion was made by Mr. Mason, seconded by Ms. Bonner and carried unanimously to approve Robert B. Archer's Form 100, Change of Beneficiary.

ITEM 13. Consider Retirement Benefits for Keith W. Horton. Ms. Bonner motioned to approve retirement benefits for Keith W. Horton. Mr. Wray seconded the motion and it carried unanimously.

ITEM 14. Consider Retirement Benefits for Joseph H. Ward. Ms. Bonner motioned to approve retirement benefits for Joseph H. Ward. Mr. Wray seconded the motion and it carried unanimously.

ITEM 15. Discussion of the Texas Local Fire Fighter's Act (TLFFRA) Pension Conference 2019. Stephanie Andrews with the Amarillo Convention and Visitor Council updated the Board on the status of the Texas Local Fire Fighter's Act (TLFFRA) Pension Conference 2019 to be held in Amarillo, Texas.

ITEM 16. Discuss and Consider the Walk Forward of the Actuarial Valuation. A motion was made by Mr. Peterson, seconded by Mr. Frigo and unanimously carried to approve the Walk Forward of the Actuarial Valuation.

ITEM 17. Discuss Actuarial Services Request for Proposals (RFP). The Board discussed the Actuarial Services Request for Proposals (RFP) and selected Mr. Mason, Mr. Wray, Mr. Frigo, and Ms. Storrs for the evaluation committee.

ITEM 18. Discuss the Definition of Compensation. The Board discussed the definition of compensation and how it relates to deployment pay and how it is handled differently by cities.

ITEM 19. Discuss and Consider an Actuarial Compensation Study. Item 19 was tabled to the February 20, 2019 Meeting.

ITEM 20. Discussion on Future Agenda Items. The Board discussed the City's new Finance position that will assist in the administration of the Fund.

ITEM 21. Public Forum. There were no public comments at this meeting.

There, being no further business, the meeting adjourned at 11:29 a.m. This meeting was recorded and all comments are on file with the City Finance Department.



Tony Robinson, Chairman

ATTEST:



Michelle Bonner, Secretary