

**Lubbock Fire Pension Fund  
Wednesday, October 11, 2017  
4223 85th Street, Lubbock Texas**

**The Lubbock Fire Pension Fund met in a Regular Meeting on Wednesday, October 11, 2017 at 1:00 P.M.**

**Members Present**

Randy Butcher, Chairman  
Kevin Ivy, Vice-Chairman  
Blu Kostlelich, Secretary  
Steve Exter, Member  
Alva Littlejohn, Member

**Members Absent**

Randy Lammons, Member  
Dub Wade, Member

**Staff Present**

Jack Watkins  
Krista Bailey  
Kayla Burcham  
Laura Watkins

**Contractors Present**

John M. Crider, Jr.  
Donna Hamaker  
Dale Connor (via teleconference)  
Andy Fiegel (via teleconference)

**Randy Butcher called the meeting to order at 1:00 P.M.**

**Several agenda items were taken out of order. The minutes reflect the order each item was taken.**

**1. September 13, 2017 Board meeting minutes**

Kevin Ivy made a motion to approve the minutes from the September 13, 2017 Board meeting. The motion was seconded by Steve Exter and approved by the Board.

**2. Benefit Applications, Changes, and QDROs (Qualified Domestic Relations Order)**

Kevin Ivy made a motion to approve a service retirement benefit for Steve Yocham. The motion was seconded by Alva Littlejohn and approved by the Board.

**3. Review sales and purchases**

The Board reviewed sales and purchases. No action was taken.

**7. Consider 2018 TEXPERS membership renewal in the amount of \$943.51**

Alva Littlejohn made a motion to approve the TEXPERS membership renewal in the amount of \$943.51. The motion was seconded by Kevin Ivy and approved by the Board.

**8. Consider 2018 NCPERS membership renewal in the amount of \$250.00**

Kevin Ivy made a motion to approve the NCPERS membership renewal in the amount of \$250.00. The motion was seconded by Blu Kostelich and approved by the Board.

**9. Consider expenses from the TLFRA Conference, October 2-3, 2017 in The Woodlands, Texas, in the amount of \$5,695.32**

Kevin Ivy made a motion to approve payment of the expenses from the TLFRA Conference, October 2-3, 2017 in The Woodlands, Texas, in the amount of \$5,137.76. It was pointed out that there was a discrepancy in the amount posted in the agenda and the actual amount on the expense report. Mr. Ivy amended his motion to the corrected amount, \$5,695.32. The motion was seconded by Steve Exter and approved by the Board.

**10. Administrator's Report**

- Custodial Bank Balance Report- \$190,483,044.40
- Office expenses
- September financial worksheet
- Investments update

**At 1:15 p.m. a teleconference call was made to Dale Connors and Andy Fiegel at Ellwood Associates.**

**4. Consultant presentation via teleconference by Dale Connors and Andy Fiegel with Ellwood Associates**

Mr. Connors reviewed the monthly performance report, highlighting benchmarks and making comments on general market conditions. He further added comments on economic growth after covering the report page by page.

Mr. Connors reviewed the schedule for maturation of the Funds current private equity investments and discussed laddering to maintain exposure to the allocation.

Mr. Connors presented the draft copy of the Investment Strategy Statement and reviewed recommended changes with the Board. He closed his presentation and the conference call ended.

**5. Discussion and Action on Consultant presentation**

Alva Littlejohn made a motion to approved the recommended changes to the Investment Strategy Statement as recommended by the Consultant. The motion was seconded by Kevin Ivy and approved by the Board.

**6. Presentation of the final report of the actuarial valuation and actuarial experience study as of December 31, 2017, by John M. Crider, Jr., consulting actuary, and Donna Hamaker, support actuary**

John Crider presented the final results of the Actuarial Study as of December 31, 2016. The study resulted in an amortization period of 33.5 years. Mr. Crider explained that the Fund was in compliance with the Pension Review Board guidelines, since those guidelines required a 30 year amortization by June 30, 2025. Continuing, he expressed that he had discussed the issue with the PRB staff actuary and they were in agreement. Mr. Crider reviewed the assumptions used for the report and traced the development of the required exhibits. Ms. Hamaker reviewed the experience study and commented on comparisons with the averages for the other TLFRA funds.

**Chairman Butcher called for a short recess at 2:45 p.m.**

**Mr. Crider and Ms. Hamaker left the meeting.**

**The meeting resumed at 2:48 p.m.**

**11. Conduct an executive session pursuant to section 551.074 of the Government Code regarding:  
a). Employee evaluations, b). Employee raises and compensation**

At 2:50 p.m., the Board entered into executive session to consider employee evaluations, employee raises, and compensation.

**The Board concluded executive session and returned to regular meeting at 3:05 p.m.**

**12. Employee evaluations**

Alva Littlejohn made a motion to accept the employee evaluations as presented. The motion was seconded by Kevin Ivy and approved by the Board.

**13. Employee raises and compensation**

Kevin Ivy made a motion to approve a 2% cost of living increase for employees and to continue the 10% year-end bonus based on year-to-date earnings. The motion was seconded by Blu Kostelich and approved by the Board.

**14. Committee reports**

There were no committee reports.

**15. Public comment**

No public comment was made.

**Kevin Ivy made a motion to adjourn the meeting. The motion was seconded by Alva Littlejohn and approved by the Board. The meeting adjourned at 3:15 p.m.**



