



City of Austin

Police Retirement System

M I N U T E S

REGULAR MONTHLY BOARD MEETING

Wednesday, September 20, 2017

Location: Kendall Thomas, Chesley Wood Building, 2520 South I.H. 35, Ste. 100, at the Police Pension Office.

Board Members Present

Jim Beck, Chair
Andrew Romero, Vice Chair
Art Alfaro
Keith Harrison
Tyler Link
Todd Smith
Kathie Tovo
Chesley Wood
Carl Zimmerman

Consultants Present

Alyca Riley
Chris Mugica

Others Present

Devony Wilmont
Mark Harkrider
Kenneth Casaday

Staff Present

Pattie Featherston
Stephanie Willie
Michelle Ruland

Board Members Absent

Elaine Hart
Mike Jung

I. Call to Order and Roll Call

Chair Jim Beck called the meeting to order at 11:30 a.m. and roll call was taken.

II. Consent Agenda

A. Minutes of the Regular Board Meeting held on August 16, 2017

Motion was made by Keith Harrison to approve the minutes of the August 16, 2017, meeting as presented. Motion seconded by Carl Zimmerman. Kathie Tovo abstained. Motion passed.

B. Approval of Membership Transactions for July and August 2017

CONFIDENTIAL MATERIAL

1. New Retired Members
2. FWD DROP Activity
3. PROP Disbursement(s)
4. Service Credit Purchases
5. Retiree Survivor & Death Benefit Payments

Motion was made by Art Alfaro to approve the reported Membership Transactions for July and August 2017 as presented. Motion seconded by Keith Harrison. Motion passed.

C. Treasury Report for July 2017

Motion was made by Tyler Link to approve the Treasury report for July 2017 as presented. Motion seconded by Keith Harrison. Motion passed.

D. Training, Education and Site Visits Report for July 2017

No action needed.

E. Upcoming Educational Opportunities

1. NCPERS, September 30-October 4, San Antonio
2. TEXPERS, October 20, Austin
3. Cantor Fitzgerald Workshop, November 8-9

No action needed.

F. Training Report to State Pension Review Board due on October 1

The Executive Director informed the Board of the upcoming report due to PRB and asked for any training information not already turned into the System office. No action needed.

III. Goals and Objectives Committee Report

A. 2017 Board Election

1. Election Policy
2. Election Timeline
3. Election Vendor Selection

Committee Chair Andrew Romero reported on the meeting of the committee earlier this day resulting in a committee recommendation as reflected in the motion below.

Motion was made by Andrew Romero to adopt the Election Policy and Timeline as presented, and to hire Intelliscan as the System's vendor for the 2017 Board Election; further authorizing the Executive Director to negotiate and finalize an agreement with the vendor. Motion seconded by Chesley Wood. Motion passed.

B. Ethics Policy

Discussion was tabled until a later meeting.

C. Approval of Contracted Legal Services

Committee Chair Andrew Romero reported there was committee meeting on September 13, 2017, resulting in a committee recommendation as reflected in the motion below.

Motion was made by Andrew Romero that the Board of Trustees' decision to select Frank Burney with Martin & Drought for contracted legal services be reversed, and instead that the Board select Chuck Campbell with Jackson Walker as the System's general counsel. In addition, the Board would authorize the Executive Director to engage additional legal services with other attorneys on an ad hoc temporary basis that is deemed necessary to fulfill the mission of the System, providing a report to the Board of Trustees at its next meeting; and, further provided that the expenditure is within the budget for legal services. If it exceeds the budgeted amount, the Executive Director will notify the Board Chair in advance. Motion seconded by Keith Harrison. Kathie Tovo abstained. Motion passed.

IV. Chair Appointment of the 2017 Elections Committee

Chair Jim Beck appointed the following Trustees to the 2017 Election Committee:

Art Alfaro - Chair
Todd Smith
Carl Zimmerman

V. Executive Director Report

A. Approval of contracts with Avison Young for Property Management and Leasing

Motion was made by Tyler Link to authorize the Executive Director to negotiate and finalize a continued engagement with Avison Young as the System's property manager and leasing agent of the System's Austin office building, including the expansion of the contract to include accounting services. Further that if additional expenditures will exceed the 2017 budget, the Executive Director will notify the Chair as soon as possible and the Board at its next regular meeting. Motion seconded by Andrew Romero. Motion passed.

B. Approval of Contract Adjustment with Sage, the APRS Accounting Software System

Motion was made by Keith Harrison to authorize the Executive Director to negotiate and finalize a continued engagement with Sage, the System's accounting software provider, including the possible expansion of services related to staff payroll functions. If additional expenditures will exceed the 2017 budget, the Executive Director will notify the Chair as soon as possible and the

Board at its next regular meeting. Motion seconded by Todd Smith. Motion passed.

C. System Resource Management During Times of Increased Activity and/or Unanticipated Staffing Disruptions/Transitions Adjournment

The Executive Director discussed how the System office would adjust during times of excessive activity.

VI. Adjournment

Chair Jim Beck adjourned the meeting at 12:07 p.m.

 10/18/17
Jim Beck, Chair