



## LUFKIN FIREMEN'S RELIEF & RETIREMENT FUND

### Regular Board Meeting Minutes November 8, 2017

City Hall Council Chambers, Room 102, 300 E. Shepherd Street, Lufkin, TX. at 2 PM

#### Present

Jimmy Ragsdale  
Bill Gates  
Keith Wright  
John Thannisch  
Hilary Walker

#### Absent

Levi Cole  
Rufus Duncan

#### Guests

Bruce Green  
Rodney Ivy  
Seth Elmore  
Diana Russell  
Porter Montgomery

1. Call to Order – At 2:02 PM, Chairman Ragsdale called the Meeting to order, stating that a quorum was present.
2. Consider Approval of Minutes of the Regular Board Meeting held on October 11, 2017. Keith Wright made the motion, seconded by Hilary Walker, to approve the Minutes of the October 11 meeting. Unanimous vote was recorded.
3. Presentation by J. Porter Montgomery, Senior VP with Westwood, on investment performance of the Fund  
J. Porter Montgomery, President of Westwood Trust reviewed the executive Summary as of 9/30/2017:
  - Investment Style: Enhanced Balanced
  - Initial Funding Amount (1/1/2011): \$9,920,415
  - Net Flows Since Inception: \$369,299
  - Current Market Value: \$15,902,150
  - Since Inception Investment Earnings: \$5,612,436
  - Since Inception Annualized Gross Return: 7.4%
  - Actuarial Assumed Rate of Return: 7.5%

He reviewed the current Asset Allocation, Account Summary (portfolio growth); Asset Allocation – Actual vs Target; Performance Update since inception and Risk Assessment for 2017. The report in its entirety is filed with the minutes and is posted on the website ([www.lufkinfirepension.com](http://www.lufkinfirepension.com))

4. 2017 Cash Flow Summary –

• Contribution Total YTD:	<b>\$1,609,135</b>
• Benefits Paid YTD:	<b>(\$1,358,360)</b>
• Refund of Contributions:	<b>(\$ 132,793)</b>
• DROP Money Paid Out:	<b>(\$ 31,015)</b>
• Expenses: Training - YTD:	<b>(\$ 6,592)</b>
• Expenses: Management Fees – YTD	<b>(\$ 77,577)</b>
• Expenses: Audit - Paid YTD	<b>(\$ 7,750)</b>
• Expenses: Legal - Paid YTD	<b>(\$ 0)</b>
• Expenses: Actuary - Paid YTD	<b>(\$ 18,686)</b>

• **Market Value of Fund** –

a. 10/06/2017 = **\$15,850,467**

b. 11/03/2017 = **\$15,979,691**

• **LIABILITIES** –

- Liability for One DROP (Payout 4/2022) = **\$310,451** - estimate
- Vested Retirement = 3 Firefighters
- Tino Villasana Scholarship Fund, Lufkin Fire Dept. – Balance **\$ 5915.85** as of 10/31/17.

5. Report by Diana Russell, Administrator, on the first Annual FF Pre-Retirement Seminar.

Ms Russell reported there were 8 FF attendees at the first Pre-retirement Seminar. Feedback was position – only comment was that the seminar should be 8 hours. Board thanked Ms. Russell for her efforts.

6. Update by Vice Chair Bill Gates on FF Trustee Nominations.

Mr. Gates stated at this date there were no nominees. Still had til November 16 to nominate.

7. Informational Only – Refund of Contributions (\$14,038.92) processed for Steven Register, who resigned 10/7/2009.

8. Consider Approval of restated Plan Document, because Section K.2 has been revised to reflect the City's correct Contribution rate.

Ms Walker made the motion, seconded by Mr. Gates to approve the restatement of the City's contribution rate for the Plan document, Section K2. Unanimous vote was recorded.

9. Consider changing the date of November Board Meeting from November 14, 2018.

Mr. Gates made the motion to change the November 14 (second Wednesday of November, to the first Wednesday of November, which is November 7, 2018) seconded by Keith Wright. Unanimous vote was recorded.

10. Upcoming Meetings/Conferences/Training

11. Lufkin Firemen's Board Meeting – Wed December 13, 2017

12. Adjournment – There beg no further business, meeting was adjourned at 2:45 PM.