

**CITY OF EL PASO EMPLOYEES RETIREMENT TRUST  
BOARD AGENDA FOR THE REGULAR MEETING  
TO BE HELD WEDNESDAY, MARCH 20, 2019, AT 8:30 A.M.  
RETIREMENT TRUST ADMINISTRATION BUILDING, 1039 CHELSEA**

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Item 1. Call meeting to order.

**PLEDGE OF ALLEGIANCE**

Item 2. Discussion and action regarding the presentation of a Board Service Award.

**NOTICE TO THE PUBLIC**

All matters listed under the CONSENT AGENDA will be considered by the Retirement Trust Board to be routine and will be enacted by one motion in the form listed below. There will be no separate discussion of these items unless members of the Retirement Trust Board or persons in the audience request specific items be removed from the CONSENT AGENDA to the REGULAR AGENDA for discussion prior to the time the Retirement Trust Board votes on the motion to adopt the CONSENT AGENDA.

**CONSENT AGENDA**

Item 3. Approve the Minutes of the Special Board meeting of January 17, 2019 and the Regular Board meeting of February 20, 2019.

Item 4. Consideration and action on the following retirements:

	<u>NAME</u>	<u>DEPARTMENT</u>	<u>SERVICE TIME (EST)</u>
A.	Age & Service Retirement:		
1	Aragon, Juan M.	Comm. & Hum. Dev.	20 years 02 months
2	Avila Jr., Rodolfo	EPWU	15 years 02 months
3	Corral, Maria T.	City Attorney	37 years 10 months
4	Forsyth, Kimberly L.	Planning & Insp.	26 years 07 months
5	Francia, Maria I.	Fire	16 years 04 months *
6	Gutierrez, Jose L.	Airport	19 years 08 months *
7	Juarez, Martha	ESD	16 years 07 months
8	Lara, Reyes	SAM	10 years 05 months *
9	Medina, Sylvia	Fire	24 years 01 month *
10	Monarrez, Juan M.	EPWU	29 years 01 month
11	Oliver Jr., Robert D.	Mass Transit	26 years 07 months
12	Sandoval, Enrique	Parks & Rec.	13 years 04 months

\* The 3-year average was used to calculate the final pension benefit.

\*\* The 12-month average was used to calculate the final pension benefit.

Item 5. Consideration and action on survivor benefit applications for:

- A. Davis, Kristen survivor of Clarice Dahl, retiree.
- B. Martinez, Jose R. survivor of Eileen F. Martinez, retiree.
- C. Walter, Kap H. survivor of Conrad A. Walter, retiree.
- D. Ruiz, Maria Elizabeth survivor of Epifanio C. Ruiz, retiree.

Item 6. Consideration and action on invoices as follows:

<u>COMPANY</u>	<u>DESCRIPTION OF SERVICE</u>	<u>PERIOD</u>	<u>FEE DUE \$\$</u>	
A. AQR Emerging Equities Fund LP	Investment Fees	Mo. Ended 02/28/2019	\$16,799.00	**
B. AQR Style Premia Fund LP	Investment Fees	Mo. Ended 02/28/2019	\$20,028.00	**
C. Buck Global, LLC	Actuarial Fees	Mo. Ended 02/28/2019	\$6,000.00	
D. Eduardo Miranda	Legal Fess	Mo. Ended 02/28/2019	\$812.50	
E. Gordon Davis Johnson & Shane PG	Legal Fees 0063	Mo. Ended 02/28/2019	\$236.60	
F. Gordon Davis Johnson & Shane PG	Legal Fees 0064	Mo. Ended 02/28/2019	\$182.00	
G. Jose Guadarrama	Grounds Maint.	March 2019 – Inv. 22	\$150.00	
H. Xerox Financial Services	Copier Lease	Mo. Ended 02/28/2019	\$306.24	
I. Xerox Financial Services	Copier Lease	Mo. Ended 03/31/2019	\$306.24	

\* To be paid by Directed Brokerage credits.

\*\* For Notation Only – to be withdrawn from the commingled account.

\*\*\* Performance based fee.

Item 7. Consideration and action regarding the receipt of the death verification analysis.

Item 8. Consideration and action on the following Committee reports/appointments:

- A. Actuary Committee
- B. Administrative Services Committee
- C. Audit Committee
- D. Formation of Executive Committee composed of Nick Costanzo – Board Chairman, Robert Studer – Board Vice Chairman, Robert Ash – Executive Director and the Deputy Executive Director.
- E. Facilities and Maintenance Committee
- F. Investment Committee

### **REGULAR AGENDA**

Item 9. Discussion and action regarding the Treasurer's Report for the month ended February 28, 2019.

Item 10. Discussion and action regarding a proposal from Prestige Consulting Services related to the development of a strategic plan for the Retirement Trust (Gilberto Moreno, Prestige Consulting).

Item 11. Discussion and action regarding the receipt of an investment manager report from Riverbridge Partners (Tim Wilkinson and Julian Dehn, Riverbridge Partners).

Item 12. Discussion and action regarding the receipt of an investment manager report from Heitman (Christina Polito Fyelling, Heitman).

Item 13. Discussion and action regarding a report from Callan LLC to include portfolio performance and an asset allocation update (Paul Erlendson, Callan).

Item 14. Discussion and action regarding authorizing an increased budget for fiduciary training for attendance to Callan College.

Item 15. Discussion and action regarding an amendment to the Trust's Personnel Rules regarding the accrual of vacation time by Trust employees.

Item 16. Discussion and action regarding the approval of a Building and Facilities Use and Security Policy.

Item 17. Discussion and action regarding a report from the Executive Director.

Item 18. For Notation:

- A. Directed brokerage credit balance for the month ended January 31, 2019: \$11,262.50
- B. Refund of Contributions:

	NAME	DEPARTMENT	TOTAL REFUND
1	Barragan, Roberto	Mass Transit	\$13,327.19
2	Chacon, Kriss	Fire	\$5,772.97
3	Goufh, Eduardo	Fire	\$39,182.09
4	Gonzalez, Joana Marie	Mass Transit	\$15,399.57
5	Guerra, Stephanie	Fire	\$3,266.65
6	Gutierrez, Olga	Health	\$2,584.21
7	Johnson, Christie E.	QDRO	\$148,549.59
8	Medina, Lisa	Fire	\$721.10
9	Meza, Ricardo	EPWU	\$379.30
10	Ortiz, Jose E.	SAM	\$51,832.12 *
11	Perez, Enrique	Zoo	\$802.97
12	Perez, Juan	MCAD	\$2,737.67
13	Rodriguez, Crystal	Fire	\$6,088.28
14	Seabrook, Jonathan M	EPWU	\$37,224.97 *
15	Smith, Chandrica M.	Parks & Rec.	\$18,805.69
			<u>\$346,674.37</u>

\* Eligible for Early Retirement

\*\* Additional interest/contributions due

**OPEN COMMENT PERIOD**

The Board of Trustees will allow speakers from the audience to comment on any pension related issue that is not on the agenda. During the Open Comment Period of the meeting, audience members who sign up to address the Board will be given an opportunity to address the Board. Unless modified by the Chair, speakers will be allowed three (3) minutes for their comments. For more information, please contact Karina Chavez at the Retirement Trust Office at (915) 212-0112.

Item 19. The Board will retire into EXECUTIVE SESSION pursuant to the Texas Government Code, Sections 551.071-551.076 and Section 551.078 to discuss any of the following:

- Section 551.071 CONSULTATION WITH ATTORNEY
- Section 551.072 DELIBERATION REGARDING REAL PROPERTY
- Section 551.074 PERSONNEL MATTERS
- Section 551.075 CONFERENCE WITH EMPLOYEES
- Section 551.076 DELIBERATION REGARDING SECURITY DEVICES
- Section 551.078 DELIBERATION REGARDING DISABILITY APPLICANT'S MEDICAL RECORDS

Item 20. Adjournment.

Posted this 15<sup>th</sup> day of March 2019 at 5:00 P.M.

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Sign language interpreters will be provided for this meeting upon request. Request must be made to the Retirement Trust Office (telephone: 212-0112) a minimum of 24 hours prior to the posted date and time of this meeting. Copies of this Agenda will be provided in Braille, large print or audiotape upon request. Request must be made a minimum of 48 hours prior to the posted time and date of the meeting.