

AGENDA



Date: March 9, 2006

A meeting of the Dallas Police and Fire Pension System Administrative Advisory Committee will be held at **12:00 noon on Wednesday, March 15, 2006 in the Second Floor Conference Room at 2301 North Akard Street, Dallas, Texas.** Items of the following agenda will be presented to the Committee:

A. CONSENT AGENDA

Approval of Minutes

Regular meeting of December 9, 2005

B. DISCUSSION OF ITEMS FOR INDIVIDUAL CONSIDERATION

- 1. Discussion of 2005 audit**
- 2. Discussion of the 2005 Fiscal Year-End Close Review of the Administrative and Professional Services Budgets for the year ended December 31, 2005**
- 3. Discussion of the 2005 Fiscal Year End Close Review of the Supplemental Fund Budget for the year ended December 31, 2005**

C. BRIEFING ITEMS

Administrator's report

The term "possible action" in the wording of any Agenda item contained herein serves as notice that the Committee may, in its discretion, dispose of any item by any action in the following non-exclusive list: approval, disapproval, deferral, table, take no action, and receive and file.

At any point during the consideration of the above items, the Committee may go into Closed Executive Session as per Texas Government Code, Section 551.071 for consultation with attorneys, Section 551.072 for real estate matters, Section 551.074 for personnel matters, and Section 551.078 for review of medical records. An expression of preference or a preliminary vote may be taken by the Committee on any briefing item or item discussed in executive session.

At the discretion of the Committee, items on this agenda may be considered at times other than those indicated above.

Dallas Police and Fire Pension System
Wednesday, March 15, 2006
8:30 a.m.
2301 N. Akard
First Floor Conference Room
Dallas, Texas

Administrative Advisory Committee meeting, George Tomasovic, Chairman, presiding:

ROLL CALL

Committee Members

Present: George Tomasovic, Gerald Brown, Gary W. Edge, John M. Mays, Rector C. McCollum, Steven G. Shaw, Steven H. Umlor, and Richard H. Wachsman

Staff Richard Tettamant, Brian Blake, Don Rohan, Everard Davenport, and Jay Jackson

Others Gary Lawson

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The meeting was called to order and recessed at 8:30 a.m.

The meeting was reconvened at 12:03 p.m.

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A. CONSENT AGENDA

Approval of Minutes

Regular meeting of December 9, 2005

After discussion, Mr. Umlor made a motion to approve the minutes of the December 9, 2005 meeting, subject to the final review by the Administrator. Mr. McCollum seconded the motion, which was unanimously approved by the Committee.

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Administrative Advisory Committee
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B. DISCUSSION OF ITEMS FOR INDIVIDUAL CONSIDERATION

1. Discussion of 2005 audit

Mr. Tettamant, Administrator, and Mr. Taylor, Internal Control Manager, briefed the Board on the schedule for the 2005 audit. The audit will be prepared by Mir•Fox & Rodriquez.

After discussion, Mr. Edge made a motion to receive and file the report on the 2005 audit plans. Mr. Mays seconded the motion, which was unanimously approved by the Committee.

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2. Discussion of the 2005 Fiscal Year-End Close Review of the Administrative and Professional Services Budgets for the year ended December 31, 2005

The Committee and staff discussed the final Administrative and Professional Services Budgets for 2005. The total expended is within budgeted amounts.

Administrative expenses, including fixed asset expenses and revenue from the Supplemental Fund, totaled \$2,553,932 for the year ending December 31, 2005, or 92.05% of the budgeted amount of \$2,774,484. Several line items, notably, postage, educational supplies and printing, were under budget. The funds saved in these line items made purchase of the new phone system possible in 2005. This purchase is reflected in Fixed Assets, which is over budget by \$48,219.

Expenses for professional services included \$2,011,183 in non-investment manager expenses, 0.3% over the budgeted amount of \$2,004,863. A preliminary review reports investment manager fees of \$6,792,958, or 45.43% of budget. This amount will increase as final reports from investment managers are received.

Total professional services expenses were \$8,804,141 or 51.9% of the total amount budgeted.

The total budget expense is \$11,358,073, or 57.6% of the combined budget total of \$19,730,916.

Staff provided a detailed analysis of actual System expenses with an explanation for those items where the expense materially exceeded the budgeted amount.

After discussion, Mr. McCollum made a motion that the Committee recommend to the Board that it receive and file the 2005 Fiscal Year-End Close Review of the Administrative and Professional Services Budgets and expenses. Mr. Brown seconded the motion, which was unanimously approved by the Committee.

Administrative Advisory Committee
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3. Discussion of the 2005 Fiscal Year End Close Review of the Supplemental Fund Budget for the year ended December 31, 2005

The Committee and staff discussed the 2005 Fiscal Year End Close Review of the Supplemental Fund Budget for the year ended December 31, 2005.

After discussion, Mr. Wachsman made a motion that the Committee recommend to the Board that it receive and file the 2005 Fiscal Year-End Close Review of the Supplemental Fund Budget and expenses. Mr. Brown seconded the motion, which was unanimously approved by the Committee.

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C. BRIEFING ITEMS

Administrator’s report

No report was given. No motion was made.

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Mr. Tettamant stated that there was no further business to come before the Committee. On a motion by Mr. McCollum and a second by Mr. Edge, the meeting was adjourned at 2:30 p.m.

George Tomasovic
Chairman

ATTEST:

Richard L. Tettamant
Secretary