

Richard L. Tettamant,  
Administrator



D A L L A S  
**POLICE & FIRE**  
PENSION SYSTEM



Brian F. Blake,  
Assistant Administrator-Investments

Donald C. Rohan,  
Assistant Administrator-Operations

**Board of Trustees**

Gerald Brown, Chairman  
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Steven H. Umlor  
Richard H. Wachsman

January 14, 2003

Mr. Columbus A. Alexander III, CPA  
P.O. Box 1260  
Addison, Texas 75001-1260

**Re: Open Record Request  
Dated December 27, 2002**

Dear Mr. Alexander:

On or about December 27, 2002, you forwarded the attached open records request to Mr. Benavides, Dallas City Manager, requesting ten categories of information regarding the Dallas Police and Fire Pension System ("Pension System"). The City of Dallas received the request on December 30, 2002 and forwarded it to the Pension System.

In response to your December 27 request, the Pension System can produce to you at 10 a.m. on January 23, 2003, all documents stored on-site that are responsive to your request as identified below. Those documents may be retrieved by you at 10 a.m. on said date at the office of Lawson, Fields, McCue, Lee & Campbell, P.C., 14135 Midway Road, Suite 250, Addison, TX 75001.

1. Documents responsive to item #1 of your letter for the periods from fiscal year 1995-1996 through 2001-2002.
2. Information responsive to item #2 for the periods from fiscal year 1991-1992 through 2001-2002 is included in the documents described in item #4 of your letter.
3. Documents responsive to item #3 for the periods from fiscal year 1991-1992 through 2001-2002.
4. Documents responsive to item #4 for the periods from fiscal year 1991-1992 through 2001-2002.
5. Information responsive to item #5 for the periods from fiscal year 1991-1992 through 2001-2002 is included in the documents described in item #2 of your request.

6. Information responsive to item #6 for the periods from fiscal year 1991-1992 through 2001-2002 is included in the documents described in item #3 of your request.
7. Information responsive to item #7 for the periods from fiscal year 1991-1992 through 2001-2002 is included in the documents described in item #4 of your request. Written reports for each year covered the subject matter of items 4, 7 and 10.
8. Information responsive to item #8 for the periods from fiscal year 1991-1992 through 2001-2002 is included in the documents described in item #2.
9. Information responsive to item #9 for the periods from fiscal year 1991-1992 through 2001-2002 is included in the documents described in item #3 of your request.
10. Information responsive to item #10 for the periods from fiscal year 1991-1992 through 2001-2002 is included in the documents described in item #4 of your request. Written reports for each year covered the subject matter of items 4, 7 and 10.

With respect to fiscal periods preceding the 1995-1996 fiscal year for the Pension System, additional documents potentially responsive to item #1, if they exist, are in offsite storage. The Pension System will make a search for this information and provide it to you to the extent it is located. However, the information that may exist is not available at one location. For example, it will be necessary to retrieve and search more than one box from a remote storage facility in order to find the requested information for the pre-1996 years. The estimated cost for obtaining the files containing the potentially responsive documents, reviewing those files to determine if responsive documents are contained therein, photocopying those documents and making them available to you are as follows:

1. \$25.00 for a retrieval charge for each set of boxes ordered from the offsite storage company;
2. Approximately \$5.00 photocopying charge at \$.10 per page;
3. Approximately \$36.00 for two hours of labor at \$15.00 per hour plus 20% overhead for reviewing and identifying responsive documents.

Mr. Columbus A. Alexander III

January 14, 2003

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Please advise us in writing within ten days of the date of this letter or any subsequent updated itemized statement whether you wish the Pension System to attempt to retrieve and identify documents not located on-site and incur the expenses noted above. Your December 27 request will be considered by the Pension System to have been automatically withdrawn by you if a written response from you is not received within the ten (10) days after the date of this statement indicating that you will accept the estimated charges or that you are modifying the December 27 request in response to this itemized statement. However, if you provide the above-written, timely authorization, the Pension System will order the documents from offsite storage, review them and produce any responsive documents within three weeks of receipt of that authorization. Those additional documents, if ordered, will also be made available at the above-referenced location on a date we will specify once we receive your response.

You must respond to this letter in writing transmitted by mail, telecopy (972-490-9545) or by hand-delivery directly to Gary Lawson, at the above-referenced address for Lawson, Fields, McCue, Lee & Campbell, P.C.

Sincerely,

*Linda N. Riskley*

*for*

Richard Tettamant  
Administrator

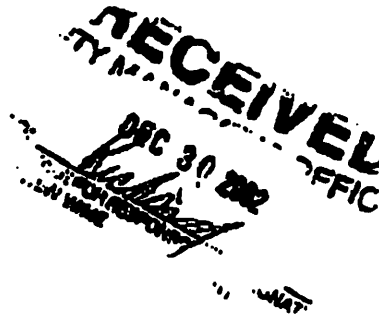
cc: Mr. Teodoro J. Benavides  
Ms. Pam Mickens  
Mr. Gary Lawson



Addison, TX 75001-1260  
 214 355-4828  
 214 214-2272 Direct  
 ofopres.com

December 27, 2002

Mr. Teodoro J. Benavides  
 Dallas City Manager  
 1900 Marilla Street, Room 4EN  
 Dallas, Texas 75201-6390  
 USPS CERTIFIED MAIL  
 7001 1940 0005 0882-9947



Dear Mr. Benavides:

**RE: Texas Public Information Act (PIA) Request**

Pursuant to the Texas Public Information Act (Texas Open Records Act), Chapter 552, Texas Government Code, I am requesting the following information regarding the Dallas Police & Fire Pension System ("Pension System"):

1. In a financial overview included with its 2001 Annual Report, the Pension System states that "The proposed Administrative Budget is \$2.39 million, and the proposed Professional Services and Investment Management Budgets total \$13.59 million." Please provide the Administrative, Professional Services, and Investment Management Budgets as approved by the Pension System's Board of Trustees together with their end-of-year actuals and dollar variances (budget vs. actual) for each fiscal year beginning with fiscal 1991/1992 and continuing through fiscal 2001/2002.
2. Please identify the complete name and address of all firms and/or individuals retained by the Pension System for the purpose of auditing its "net plan assets" for each fiscal year beginning with fiscal 1991/1992 and continuing through fiscal 2001/2002.
3. Please provide by date, check number, and dollar amount, all payments made by the Pension System to firms and/or individuals identified in item #2 above during the period beginning with fiscal 1991/1992 and continuing through fiscal 2001/2002.
4. For payments to firms and/or individuals noted in item #3 above, please identify all written reports received by the Pension System and its Board of Trustees, to include the date and subject of each report by fiscal year beginning with fiscal 1991/1992 and continuing through fiscal 2001/2002.
5. Please identify the complete name and address of all firms and/or individuals retained by the Pension System for the purpose of auditing its "Administrative and Professional Services" expenditures as identified in item #1 above, for each fiscal year beginning with fiscal 1991/1992 and continuing through fiscal 2001/2002.

6. Please provide by date, check number, and dollar amount, all payments made by the Pension System to firms and/or individuals identified in item #5 above during the period beginning with fiscal 1991/1992 and continuing through fiscal 2001/2002.
7. For payments to firms and/or individuals noted in item #5 above, please identify all written reports received by the Pension System and its Board of Trustees, to include the date and subject of each report for each fiscal year beginning with fiscal 1991/1992 and continuing through fiscal 2001/2002.
8. Please identify the complete name and address of all firms and/or individuals retained by the Pension System for the purpose of auditing its "Investment Management" expenditures as identified in item #1 above, for each fiscal year beginning with fiscal 1991/1992 and continuing through fiscal 2001/2002.
9. Please provide by date, check number, and dollar amount, all payments made by the Pension System to firms and/or individuals identified in item #8 above during the period beginning with fiscal 1991/1992 and continuing through fiscal 2001/2002.
10. For payments to firms and/or individuals noted in item #8 above, please identify all written reports received by the Pension System and its Board of Trustees, to include the date and subject of each report for each fiscal year beginning with fiscal 1991/1992 and continuing through fiscal 2001/2002.

Please note that I am requesting that copies of the above be produced through your office, and agree to pay the charges related to this Open Records Request. In addition, please note that I am requesting a written itemized statement of estimated charges in advance of work being started should the expected charges exceed \$40.

Please advise should you have comments or require additional information. Thank you.

Sincerely yours,



Columbus A. Alexander, III, CPA