

Richard L. Tettamant,
Administrator

Brian F. Blake,
Assistant Administrator

Donald C. Rohan,
Assistant Administrator



D A L L A S
POLICE & FIRE
PENSION SYSTEM



Board of Trustees

Gerald Brown, Chairman
Gary W. Edge
Donald W. Hill
John M. Mays
Rector McCollum
Steven G. Shaw
Maxine Thornton-Reese
George J. Tomasovic
Steven H. Umlor
Richard H. Wachsman

January 28, 2003

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

**Re: Open Record Request
Dated December 21, 2002**

Dear Mr. Alexander:

On or about December 21, 2002, you forwarded the attached open records request to Mr. Teodoro J. Benevides, Dallas City Manager, requesting information regarding "the Dallas Police and Fire Pension System (the "Pension System"). The City of Dallas forwarded the request to the Pension System. The Pension System received your request on January 16, 2003.

Documents responsive to your request to the extent documents are available are attached. Responses to requested information not available to the Pension System are provided below:

1. The Pension System does not maintain a list of dates of meetings held by the Pension System's Board of Trustees, with the exception of calendar year 2001. Dates of meetings held during the period January 1, 1995 through December 31, 2000 and January 1, 2002 through November 19, 2002 may be obtained from the meeting minutes previously made available to you in response to one of your earlier Open Records Act request. A list of meeting dates for calendar year 2001 is provided at Attachment 1 and a list of meeting dates for the portion of 2002 for which you previously have not been provided access to meeting minutes is at Attachment 2.
2. The Pension System does not maintain a list of City Council Members who have been appointed to the Pension System's Board of Trustees. A list of City Council Members who served as Trustees on the Pension System's Board during the period January 1, 1995 through December 31, 2002, may be compiled from the meeting minutes previously made available to you in response to one of your earlier Open Records Act requests.

3. The Pension System does not maintain an attendance list for Board of Trustees meetings. Attendance of City Council Member Trustees at meetings of the Board may be compiled from meeting minutes previously made available to you in response to one of your earlier Open Records Act requests.
4. The Pension System does not maintain an attendance list for Board of Trustees meetings. A list of Board of Trustees meetings missed by City Council Member Trustees may be compiled from meeting minutes previously made available to you in response to one of your earlier Open Records Act requests.
5. The Pension System's Board of Trustees formed a sub-committee named the Internal Controls Committee to assist staff with the review of internal controls. The Pension System's Board of Trustees also has two standing committees, the Administrative Advisory Committee and the Investment Advisory Committee. The Pension System construes your request to pertain only to the Internal Controls sub-committee. However, if you advise the Pension System in writing that you desire information regarding the two standing committees, the Pension System will respond to that request.
6. The Internal Controls sub-committee met once during the period January 1, 1995 through December 31, 2002, on May 21, 2002.
7. No City Council Member Trustees served on the Internal Controls sub-committee.

You asked for copies of materials that would be responsive to this Open Records request. If you wish further copies of the minutes containing the requested information we will provide you an estimate of the cost after you identify the minutes to be copied.

Sincerely,



for
Richard L. Tettamant
Administrator

Attachments (2)

GL/dr

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

CFOpros

POB 1260
Addison, TX 75001-1260
214 355-4826
214 214-2272 Direct
cfopros.com

December 21, 2002

Mr. Teodoro J. Benavides
Dallas City Manager
1500 Marilla Street, Room 4EN
Dallas, Texas 75201-6390
USPS CERTIFIED MAIL
7002 2410 0006 0290 0719

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 (the "Pension System"):

1. The dates (in date ascending order) of all meetings held by the Pension System's Board of Trustees (excluding subcommittees) during the period from January 1, 1995, through December 31, 2002.
2. The names of all Dallas City Council Members who also served as a Trustee on the Pension System's Board of Trustees during the period from January 1, 1995, through December 31, 2002.
3. By Dallas City Council Member identified in item #2 above, the dates (in date ascending order) of all Pension System Board of Trustees meetings attended during the period from January 1, 1995, through December 31, 2002.
4. By Dallas City Council Member identified in item #2 above, the dates (in date ascending order) of all Pension System Board of Trustees meetings missed during the period from January 1, 1995, through December 31, 2002.
5. The name and purpose of all subcommittees created by and/or that functioned on behalf of the Pension System's Board of Trustees during the period from January 1, 1995, through December 31, 2002.
6. For each subcommittee identified in item #5 above, the dates (in date ascending order) of all meetings held (by subcommittee) during the period from January 1, 1995, through December 31, 2002.
7. The names (by subcommittee) of all members of the Dallas City Council who also served as a Trustee on any and/or all subcommittee(s) identified in item #5 above, during the period from January 1, 1995, through December 31, 2002.

RECEIVED

DALLAS POLICE & FIRE
PENSION SYSTEM

Teodoro J. Benavides
December 21, 2002

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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

RECEIVED

JAN 16 2003

DALLAS POLICE & FIRE
RECORDS SYSTEM



D A L L A S
POLICE & FIRE
PENSION SYSTEM



2001 BOARD MEETING DATES

DATE	TIME	TYPE
January 11	8:30 a.m.	Russell financial mtg. (3 rd qtr. 2000) Regular meeting
January 18	8:30 a.m.	Wilshire financial mtg. (3 rd qtr. 2000)
February 8	8:30 a.m.	Regular meeting
March 8	8:30 a.m.	Regular meeting
April 17	8:30 a.m.	Russell financial mtg. (4 th qtr. 2000) Regular meeting
April 19	8:30 a.m.	Wilshire financial mtg. (4 th qtr. 2000)
May 10	8:30 a.m.	Regular meeting
June 14	8:30 a.m.	Regular meeting
July 12	8:30 a.m.	Russell financial mtg. (1 st qtr. 2001) Regular meeting
July 19	8:30 a.m.	Wilshire financial mtg. (1 st qtr. 2001)
August 9	8:30 a.m.	Regular meeting
September 13	8:30 a.m.	Regular meeting
October 11	8:30 a.m.	Regular meeting
October 15-18	8:00 a.m.	Board/Staff Annual Workshop Oct 16 – Russell (2 nd qtr. 2001) Oct 17 – Wilshire (2 nd qtr. 2001)
November 8	8:30 a.m.	Regular meeting
December 13	8:30 a.m.	Regular meeting

Approved by Board on 10/19/2000
Updated and printed on 6/12/01 2:50 PM

Attachment 1



D A L L A S
POLICE & FIRE
PENSION SYSTEM



ADDITIONAL 2001 BOARD MEETINGS

DATE	TIME	TYPE
February 20	10:45 a.m.	Special meeting (INVESCO site visit and Trustee Election)
March 13	8:30 a.m.	Special meeting Silver Communications
March 22	8:30 a.m.	Special meeting Wilshire Associates, Deutsche AM
March 29	8:30 a.m.	Special meeting Certify Trustee Election, Silver Comm.
April 26	8:30 a.m.	Special meeting Certify Trustee Election Run-off results
May 22	8:30 a.m.	Special meeting Wilshire Associates (Asset Allocation)
August 29	8:30 a.m.	Special meeting Spaeth Communications, Inc.
August 30	8:30 a.m.	Special meeting Spaeth Communications, Inc.
September 11	10:00 a.m.	Special meeting The Mitchell Group due diligence
September 27	8:30 a.m.	Special meeting Real estate consultant interviews
November 9	8:30 a.m.	Special meeting International equity manager interviews
November 27	8:30 a.m.	Special meeting Fidelity due diligence
November 28	8:30 a.m.	Special meeting Clay Finlay due diligence
December 10	12:30 p.m.	Special meeting Oaktree Capital Management due diligence
December 17	6:30 p.m.	Special meeting Lawson & Fields, P.C.
December 18	8:30 a.m.	Special meeting Certify Plan amendment election results
December 20	6:30 p.m.	Special meeting INVESCO



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2001 COMMITTEE MEETINGS

DATE	TIME	TYPE
February 8	8:30 a.m.	Administrative Advisory Committee Interview firms to conduct member survey
March 8	8:30 a.m.	Investment Advisory Committee Deutsche AM non-US small cap
May 10	8:30 a.m.	Investment Advisory Committee Orleans Capital Management
May 10	8:30 a.m.	Administrative Advisory Committee 2001-2002 Budget Proposal
July 19	8:30 a.m.	Investment Advisory Committee STW Fixed Income Management
December 13	8:30 a.m.	Administrative Advisory Committee Year-end budget review, DROP & Benefit Statements, Member Handbook, 2002 Work Plan, Administrator's Performance Review

Dallas Police and Fire Pension System

2002 Board Meeting Dates¹

December 9	Special Meeting
December 10	Special Meeting
December 12	Regular Meeting

¹ Dates for meetings in calendar year 2002 for which minutes not previously provided

Attachment 2