



**Austin Fire Fighters Relief and Retirement Fund**  
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**MINUTES**  
**AUSTIN FIREFIGHTERS RELIEF AND RETIREMENT FUND BOARD OF TRUSTEES MEETING**  
**WEDNESDAY, AUGUST 29, 2022 AT 9:00 AM**

**Board Members Present**

Mayor Steve Adler, Chairman  
Doug Fowler, Vice-Chair  
Belinda Weaver, Treasurer  
Jeremy Burke, Trustee  
John Bass, Trustee

**Staff and Consultants Present**

Anumeha Kumar, Fund Executive Director  
John Perryman, Fund CFO  
Kendall Twomey, Fund Benefits Manager  
Debbie Hammond, Fund Benefits Specialist  
Chuck Campbell, Jackson Walker  
Aaron Lally, Meketa  
Leo Festino, Meketa  
Colin Kowalski, Meketa  
Bob McClain, Crow Holdings  
Kelsey Alexander, Crow Holdings  
Nathan Schubert, Crow Holdings

**Community Members Present**

Donald Lowe  
Eric Pederson  
Rene Vallejo  
Michael McGill  
Virtual attendees not listed

**Mayor Adler called the meeting to order at 9:22 am.**

I. Minutes of the Regular Meeting on July 29, 2022

**Jeremy Burke made a motion to approve the minutes. John Bass seconded the motion. With no further discussion and no objection, the motion passed unanimously.**

II. Service Retirement Benefits for seven applicants

**Belinda Weaver made a motion to approve the retirement benefits for seven applicants. Jeremy Burke seconded the motion. The motion passed unanimously.**

III. Meketa economic and 2Q22 investment performance review

**Leo Festino, with Meketa, began their presentation by providing a brief economic and market update. Aaron Lally, with Meketa, presented the executive summary for the second quarter. Although the total fund performance in 2Q22 was -7.2%, the Fund outperformed compared to its peers and benchmarks, the asset allocation tilts, and remained in compliance with targets even with the challenging quarter.**

**Aaron Lally proceeded to present the Active vs. Passive Perspective, specifically investment areas where Meketa recommends active and passive. The Fund had 21% in passive strategies as of June**

30, 2021. Aaron Lally stated that there is no correlation whether pension funds that they serve have done better based on active vs. passive but rather it's the asset allocation that drives the factor.

Colin Kowalski, with Meketa, reviewed Clarion Real Estate, one of the Fund's current investments. Overall, Clarion is performing well as a core open-end real estate fund. Meketa is recommending the Fund reallocate 20 million from Clarion to Crow Holdings.

Leo Festino presented the annual private equity peer performance review. Although the Fund lagged in the fund-of-funds peer group, the Fund's private equity portfolio has outperformed the broader private equity peer universe over all time periods.

Meketa continued by introducing Crow X from Crow Holdings, a possible fund to consider a commitment in. The Board listened to a presentation from Bob McClain, Kelsey Alexander, and Nathan Schubert from Crow Holdings. Crow X is a value-add real estate fund and the Austin Fire Fighters Relief and Retirement Fund is currently underweight its value-add target exposure. Crow X is expected to be very diversified with over 75 properties across the United States. The firm is well resourced and features a highly successful team that has executed on the strategy for many years across nine predecessor funds and a proven sourcing platform via long-standing partnerships with operators and developers. It has strong financial alignment with a \$100 million investment from the parent company and an expected \$20 million+ from at least 50 investment professionals. The anticipated sector exposure appears consistent with market trends. Due to these factors, in addition to favorable due diligence completed by Meketa's real estate research team and fees that are in line with standard market terms, the Board decided to move 20 million from Clarion to Crow Holdings. Jeremy Burke made a motion to take 20 million from Clarion and move to Crow Holdings. John Bass seconded the motion. The motion passed unanimously.

#### IV. Review and discussion on Active vs. Passive Investing

John Bass presented his research on Active vs. Passive Investing. There was discussion between the Board, Aaron Lally, and Leo Festino following the presentation. Mayor Adler requested Meketa to come back and advise the Board on Active vs. Passive investing options, particularly the Fund's passive strategies versus active compared to other clients serviced by Meketa. No motion necessary.

#### V. Update on the pension administration software (PAS) system, including informational presentation from a PAS Consultant, Provaliant

Anumeha Kumar informed the Board that staff is finalizing the scope of work and requirements to solicit a cost proposal from the three PAS vendors. Hopefully, there will be demonstrations of two PAS vendors at the September 2022 board meeting. Anumeha also reminded the Board that the cost proposals received will be a good estimate and not the final numbers as the idea would be to negotiate the final numbers for the contract. Jeremy Burke requested a copy of the RFQ responses. Anumeha informed Jeremy she would provide those to him. Anumeha continued by sharing a concern for the implementation process due to staff size, limited resources, all while continuing the day-to-day requirements. Anumeha recommended the Board consider hiring Provaliant without going through the RFP process.

Jay Masci and Wendy Sanchez, from Provaliant, introduced themselves and presented a summary of their services to the Board. Jeremy Burke asked some questions and Belinda Weaver provided her positive experience with Provaliant as she is on the APRS PAS committee which has been working with Provaliant from the beginning. After further discussion, Mayor Adler requested

**Anumeha Kumar proceed with a contract with Provaliant as she deems best for the Fund and staff. No motion necessary.**

VI. Update on first DROP Working Group meeting, including recommendation to increase the number of additional distributions from the DROP account

**Doug Fowler reviewed the DROP Working Group meeting before making a motion to increase the number of DROP withdrawals allowed from 8 to 12. Chuck Campbell and staff will provide the Board with revised language to include the DROP withdrawal increase at the September board meeting. Jeremy Burke requested minutes or notes from the working group meeting since as a trustee he was not able to attend due to quorum issue. Mayor Adler proposed that the working group meetings be posted in accordance with TOMA so all trustees who wish to attend could do so. After some discussion, Jeremy Burke requested the minutes reflect that any future DROP working group meetings have an agenda posted. Doug Fowler revised his motion for staff to come back with language to increase DROP withdrawals from 8 to 12. The motion was seconded by John Bass and passed unanimously.**

VII. Consideration of any member comments to and final adoption of proposed changes to the Governance Policy relating to written agenda procedure and job title update for the Fund Administrator position

**With no member comments, Jeremy Burke made a motion to approve the language update to the Governance policy. Belinda Weaver seconded the motion. The motion passed unanimously.**

VIII. Discuss and consider the upcoming Board of Trustee Election, including establishing an “Election Period”

**Anumeha Kumar reviewed the Trustee Election process and current proposed timeline, but also informed the Board that the election period can be extended. Anumeha shared her belief that it would be more appropriate to change the election period to three weeks. Anumeha also reminded the Board and the membership that an outside vendor is running the election and that staff is not involved at all. Belinda Weaver made a motion to increase the election period to three weeks. John Bass seconded the motion. Jeremy Burke abstained and requested the minutes reflect that he is abstaining because it is his seat. The motion passed 4-0-1.**

IX. General Comments

**There were no general comments.**

X. Draft RFP for Actuarial Services

**Anumeha Kumar presented the draft RFP for Actuarial Services to the Board. No discussion or motion necessary.**

XI. Securities litigation matter

**Anumeha Kumar informed the Board that this matter does not concern the Board anymore as the**

**request was withdrawn. No motion necessary.**

XII. Internal financial statements

**Belinda Weaver will follow up at the next board meeting with questions regarding travel expenses. No motion necessary.**

XIII. Roadmap

**No discussion ensued. No motion necessary.**

XIV. Call for future agenda items

**No additional items were added to future board meetings at this time. No motion necessary.**

**Hearing no objections, Mayor Adler adjourned the meeting at 12:57 pm.**

**Board Members**

Mayor Steve Adler, Chair  
Doug Fowler, Vice-Chair  
Belinda Weaver, Treasurer  
Jeremy Burke, Trustee  
John Bass, Trustee