

## Public Records Request #1988

The following materials have been gathered in response to public records request #1988. These materials include:

- CFRS Public Records Requests – 2013-2019

This information was provided as a response to a public records request on 2/22/19 and is current to that date. There is a possibility of more current information and/or documents related to the stated subject matter.

### Further Information

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For further information about this request or the Citywide Records Program, please contact:

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Date	Name of Requestor	Name of Organization	Records Requested
10/21/2013	Marvin Wilson		How does CFRS handle QDRO; Does ERISA make us enforce them; Is it in the CFRS Act of Any other NC state Act; How many CFRS retirees are affected by QDROs.
3/3/2014	Kevin W. Burkart	(personal research project)	Copies of any procurement solicitation documents (RFP, RFQ, etc. issued by or on behalf of CFRS for the purpose of securing (a) portfolio monitoring of securities holdings, and/or securities litigation counsel. Also a list of the individuals or entities that responded to the RFP or RFQ with a proposal, submission, bud, presentation, statement of qualifications or any other type of response.
3/13/2014	Marvin Wilson		List of Investment managers or Money Managers for System Board meeting minutes including any special or committee meeting minutes from Sept. 1, 2013 through April 30, 2014 and The plan's most recent quarterly investment report.
5/6/2014	Zack Cziryak	Financial Investment News- Associate reporter	copy of CFRS's June 30 Investment report and the July board/investment committee meeting minutes
10/15/2014	Zack Cziryak	Financial Investment News- Associate reporter	Names of 7 firefighters, positions with the department, salaries, salaries at retirement, and also pension amount they are receiving. (If specific pension is not public record, he would like a range for those employees.
2/3/2015	Dave Faherty	WSOC-TV	2016 Actuarially required contributions (ARC) amount for pensions/ what this figure is as a percent of total city budget expenditures (this request was sent to the City of Charlotte as one of the top 25 cities
7/21/2015	Yvette Romero	Bloomberg News	CFRS April Board Meeting Minutes and Callan's June 30 quarterly investment report
8/4/2015	Zack Cziryak	Financial Investment News	Digital copy of The ACT with amendments
1/13/2016	Marvin Wilson		# of retirees who have retired that worked 40 hour schedules but accrued time at the 52 hour rate since Jan. 1995 (2) # of retirees who have retired with overtime (3) The 2015 actuarial - digital copy if available (4) # of retirees who retired with a car allowance as income
1/16/2016	Marvin Wilson		1). CFRS Board Minutes from the 1980's RE: vacation payout/68 day (2) copy of motion & minutes of City Council that approved and sent this to Legislature (3) Copy of The Act as passed from the General Assembly of NC
2/1/2016	Marvin Wilson		Recording of December 2015 Benefits Committee minutes
2/3/2016	Marvin Wilson		Digital copy of the 2015 Actuarial Report
2/3/2016	Marvin Wilson		Audio files from any meetings where the issue of 68 vs 44 days added to Final Average Salary is discussed. Perhaps the last 5 years of BC Meetings and Funding meetings in general. (2) Committee minutes and final reports to the full board. (3) 2 legislative acts that speak to Military duty and buy back and one raising the maximum benefit payable and any others available.
2/24/2016	Marvin Wilson		January 2016 CFRS Board meeting minutes and a Dec. 31 quarter investment report for the plan
4/28/2016	Kelly Carroll	Financial Investment News- Associate reporter	Number of firefighters that have retired since July 1, 2000 - just the total number will be fine unless you can give the totals by fiscal year. Do not need names.
5/19/2016	Marvin Wilson		Minutes from 1986-1989 in which Marvin Wilson was present and voted on anything.
6/22/2016	Marvin Wilson		
7/15/2016	Marvin Wilson		Any and all documents relating to the appointment of Vanessa Heffron as Chair of the Board and appointment of Traylor Renfro as Citizen Trustee.
7/18/2016	Marvin Wilson		Who made the original motion and what was the logic behind amending the act in 2001 to delete the 3 year averaging for over 100%? When was the cap on benefits raised and for what? Who made that motion?
8/9/2016	Marvin Wilson		Verification of CFRS Trustee Traylor Renfro's residency such as a driver's license or other form of ID that could verify his address.
8/9/2016	Nick Hart	BrightScope, Inc.	Schedule of Investment Portfolio by Asset Class and Manager/ assets as of 12/31/2015; List of Service Providers - specifically the Recordkeeper as well as the Investment Consultants; The plans' current discount rate and average age at retirement not the average age of retirees)
8/19/2016	Kelly Carroll	Financial Investment News- Associate reporter	6/30/2016 quarterly investment report for the plan
10/3/2016	Frank Hamilton	Chattanooga Fire and Police Pension Fund	Are retirement plan staff employed by the retirement system or by the plan sponsor; how many full-time staff do you have; how many part time; are staff members allowed to participate in your retirement system; what is the title of the retirement system's most senior responsible person; what is his/her salary range; what are the titles and salary as a percentage of the top executive.
11/29/2016	Marvin Wilson		VCP Amendment
2/3/2017	Marvin Wilson		1) For each retiree from our retiree data base: Date of retirement; type of retirement (early, service, disability); Years of service; last weekly salary (add ons for FAS - payouts, extension, OT); Final Average Salary; Percentage of salary replaced; variation from Salary Assumption at time of retirement - Do not need names - just a data entry
3/8/2017	Zack Cziryak	Financial Investment News	Board meeting minutes from July 1, 2016 through February 28, 2017; The plan's Sept 30, 2016 and Dec. 31, 2016 investment reports as provided by Callan.
3/8/2017	Marvin Wilson		RE: HB 58 - when was this recommended change to our Act was made in Committee and then the Full Board vote to send it to Council. Requesting written and audio files of all meetings where this was approved. Also the transmittal letter to the Mecklenburg Delegation and NC General Assembly, and all related correspondence.
3/14/2017	Marvin Wilson		When was VCP approved;
4/18/2017	Marvin Wilson		Audio file of the BC Committee meeting held on the 13th of April
4/27/2019	Zack Cziryak	Financial Investment News	Jan 2017 Board meeting minutes
6/12/2017	Brittney Johnson	WSOC-TV (reporter)	Is retired firefighter, Linda Lockhart collection retirement benefits and what is the annual amount she receives
6/28/2017	Shane Nantz		June 2017 Special Board meeting audio recording; The announcement for Sandy's Job when Barbara departed and any specific minimum qualifications that were changed from late 80's, early 90's before the Search Group had the qualifications finalized before Rob Hubbs was hired.
7/24/2017	Zack Cziryak	Financial Investment News	Board meeting minutes from April 2017; The plan's March 31 and June quarterly investment reports from Callan

8/2/2017	Zack Cziryak	Financial Investment News	Who will be replacing Gwelda Swilley-Burke as Callan Associate's lead consultant; Will CFRS be conducting any RFI or RFP for services in light of the change or for due diligence purposes?
8/3/2017	Marvin Wilson		Has CFRS Office been advised of ending of IRS Determination Letter and how will it effect the CFRS Plan
10/25/2017	Zack Cziryak	Financial Investment News	Board meeting minutes from July; The plan's June 30 and Sept. 30 quarterly investment reports from Callan
			Combined total holdings in hedge funds as a % of the Fund's total asset holdings at year end; Combined total holdings in alternative assets as a % of the Fund's total asset holdings at year end; Asset allocation and investment details regarding the Fund's investments in hedge funds and other alternative assets in particular: Holdings Data (including month end market value, total face amount held, and % of portfolio) from any of the Fund's alternative asset portfolios for each hedge fund asset held by the Fund, Communications with the Fund's investment management consultant(s) regarding the performance allocation, and /or status of the hedge fund investments; Meeting minutes, memos and reports from investment management consultant(s) concerning any investment analysis of hedge fund investments; Meeting minutes, memos, and reports issued in the course of selecting investment management consultant(s); Investment Policy Statement(s) and any meeting minutes, memos, and reports issued in the course of reviewing and revising Investment Policy Statement(s)
2/7/2018	Melissa Rutzen	Analysis Group Inc	The 12/31 Investment report from Callan
2/28/2018	Zack Cziryak	Financial Investment News	2001-2008, 2012 & 2013 Comprehensive Annual Financial Reports; 2001-2004, 2012 & 2013 Actuarial Valuation Reports
3/21/2018	Theodora Papadopoulos	Center for Retirement Research at Boston College	Minutes from the January 2016, 2017 and 2018 Board Meetings Closed Sessions; job descriptions of each of the employees at CFRS and their duties; Personnel record for each employee, i.e. qualifications, salary changes etc.
7/27/2018	Marvin Wilson		January and April 2018 Board meeting minutes; the Plan's march 31 and June 30, 2018 quarterly reports from Callan
8/2/2018	Zack Cziryak	Financial Investment News	Minutes of the October 1997 Full Board Quarterly meeting and the text of anything and everything to do with the legislation leading to SB 583 that removed the 100% cap on the Benefits.
9/6/2018	Marvin Wilson		The records of Jon Hannon's Benefit calculations, including salary, vacation and sick time pay out and any sick time extension.
9/28/2018	Marvin Wilson		11/15 Board meeting information regarding any investment related actions or decisions and the plan's 9/30 investment report
11/19/2018	Zack Cziryak	Financial Investment News	Oct 25th Board meeting info regarding any Asset Allocation changes or changes to Watch list; Any developments in the Investment Portfolio since the IC meeting on Nov 15th, Any asset study or manager review.
11/19/2018	Irene Berenguer	FundMap (Data Researcher)	
12/13/2018	Marty Puckett		City PR# 1869- All outside Attorney opinions given for the Charlotte Fire Dept Retirement System Board (CFRS) from 2010 until date of production. All internal City of Charlotte Opinions provided to the Board in writing or verbally regarding the CFRS Act, City Charter, Council Resolutions and Ordinances; All votes taken and outcomes which increased any members retirement, unfunded liability, from 2006 until date of production; All Benefit Committee recommendations to the entire CFRS Board.; All emails between the CFRS Board Administrator and anyone in the Command Staff, Fire Dept HR, City HR, Fire Department Payroll, and City Payroll; All emails between the CFRS Board Administrator and Board members between 2010 and date of production. All emails and documents between the CFRS Board Administrator and any actuaries between 2010 and date of production.
12/21/2019	Irene Berenguer	FundMap (data researcher)	Dec 20th Special meeting info regarding potential asset allocations or new manager hires; Any investment managers added or removed from the Watchlist.
12/26/2019	Marty Puckett		City PR #1927- All recommendations from any Charlotte Firefighter's Retirement System Actuary for the last 5 years regarding unfunded liability, increase in contributions (city and employees) and any communications or meeting minutes to or from the CFRS Board and Administrator regarding sick and vacation payout used in final average salary calculations. Any communications or meeting minutes regarding VHOL, compensatory time, or pension spiking; Any information provided to the CFRS Board members by any attorney regarding fiduciary responsibility, including any training materials and minutes where fiduciary responsibility was discussed for the last 3 years; Job posting, job description, job analysis, educational requirements, hiring process and market salary analysis for the last three CFRS System Administrators, Final or current salary for the last 3 CFRS System Administrators.
2/4/2019	Irene Berenguer	FundMap	Any updates approved as presented by the investment Committee at the Board's Jan 24th meeting; System's current allocation into US Equity & its target allocation; Full Asset Allocation report
1/25/2019	Zach Cziryak	Financial Investment News	Any investment related updates-actions to the Board; copies of investment related materials presented at Board meeting
1/29/2019	Unidentified in Request Rec'd		City PR # 1988 CFRS Public Records Requests 2013-2019 to include Name, Name of Organization, Records Requested.
2/4/2019	Francesca Guiso	Harvard Business School- Research Associate	What is the reporting practice for 1 yr investment returns; CAFR Investment Returns are Gross or Net of Fees? Historical practice or do previous years' CAFRS (say form 2001) report investment returns differently? F/U Question- Are net of fee returns reported anywhere? Could CFRS provide the 1 -yr investment returns (both gross and net of fees) for the total retirement fund on an annual basis from FY2001?
2/12/2019	Zena Donovan	Strategic Insight- Data Analyst	Schedule of Investment Portfolio by Asset Class and Manager (includes the Market Value and Fee information) as of 12/31/2017 or end of FY2017; List of Service Providers, If record keeping is done internally, The plan's current discount rate and average age at time of entering retirement (if applicable)
2/14/2019	Marvin Wilson		Minutes and exact language used for approval of former Trustee Bobby Davis' travel expenses for meetings.
2/16/2019	Marvin Wilson		information in text format of the benefits described in the BC meeting held on 2/14/2019
2/19/2019	Marvin Wilson		Names of retirees so far in 2019