



# **BIG SPRING FIREMEN'S RELIEF AND RETIREMENT FUND**

## **MINUTES OF A REGULAR MEETING OF THE BIG SPRING FIREMEN'S RELIEF AND RETIREMENT FUND BOARD OF TRUSTEES APRIL 10, 2025**

The Big Spring Firemen's Relief and Retirement Fund Board of Trustees held a regular meeting on Thursday, April 10, 2025 at 8:30 a.m. in the Big Spring City Council located at 307 East 4<sup>th</sup> Street, Big Spring, Texas 79720, pursuant to notice.

**CALL TO ORDER:** Chairman Delk called the meeting to order at 8:57 a.m.

### **ROLL CALL:**

**PRESENT:** Chairman Chanley Delk, Vice Chairman Paul Brown and Trustees Cecil Cevallos, Sandy Smith, Chad Pederson and Todd Darden

**ABSENT:** Trustee Jake Sparks

**ALSO PRESENT:** A.J. Weber and Elizabeth Adelman (via videoconference), Lauterbach & Amen (L&A)

**APPROVAL OF MEETING MINUTES:** *March 13, 2025 Regular Meeting:* The Board reviewed the March 13, 2025 regular meeting minutes. A motion was made by Trustee Pederson and seconded by Trustee Cevallos to approve the March 13, 2025 regular meeting minutes as written. Motion carried by roll call vote.

**AYES:** Chairman Delk, Vice Chairman Brown, Trustees Cevallos, Darden, Pederson and Smith

**NAYS:** None

**ABSENT:** Trustee Sparks

**REVIEW/APPROVE – LAUTERBACH & AMEN, LLP MONTHLY FINANCIAL REPORTS:** The Board also reviewed the Monthly Financial Report for the Retirement Fund for the two-month period ending February 28, 2025, prepared by L&A. As of February 28, 2025, the net position held in trust for pension benefits of the Retirement Fund is \$17,349,870.67 for a change in position of \$351,188.07. The Board also reviewed the Cash Analysis Report, Revenue Report, Expense Report and the Monthly Disbursement Report for the period February 1, 2025 through February 28, 2025 for total disbursements of \$12,213.35

The Board reviewed the Monthly Financial Report for the Medical Subsidy Fund for the two-month period ending February 28, 2025 prepared by L&A. As of February 28, 2025, the net position held in trust for pension benefits of the Medical Subsidy Fund is \$895,246.28 for a change in position of \$15,087.11. The Board also reviewed the Cash Analysis Report, Revenue Report, Expense Report and the Monthly Disbursement Report for the period February 1, 2025, through February 28, 2025 for total disbursements of \$4,429.05.

A motion was made by Trustee Brown and seconded by Trustee Cevallos to accept the Monthly Financial Reports as presented and to approve the disbursements shown on the Monthly February Disbursement Reports in the amounts of \$12,213.55 and \$4,429.05. Motion carried by roll call vote.

**AYES:** Chairman Delk, Vice Chairman Brown, Trustees Cevallos, Darden, Pederson and Smith

**NAYS:** None

**ABSENT:** Trustee Sparks

**APPROVAL OF MONTHLY EXPENSES, TRUSTEE TRAINING EXPENSES AND OTHER EXPENSES:**

- A. Lauterbach & Amen Invoice in the Amount of \$2,450 for March 2025 Professional Services
- B. Trustee Training Registration Fees and Reimbursable Expenses
  - i. Expenses from TEXPERS Annual Conference March 30 – April 2, 2025

A motion was made by Trustee Smith and seconded by Trustee Brown to approve the invoices and training reimbursable expenses, as presented. Motion carried by roll call vote.

AYES: Chairman Delk, Vice Chairman Brown, Trustees Cevallos, Darden, Pederson and Smith  
NAYS: None  
ABSENT: Trustee Sparks

**APPLICATIONS FOR MEMBERSHIP/WITHDRAWALS FROM FUND:** There were no applications for membership or withdrawal from the Fund.

**APPLICATIONS FOR RETIREMENT BENEFITS:** There were no applications for retirement benefits.

**NEW BUSINESS:** *Approve Medical Subsidy Benefit Payment for Retirees – Bob Stapp:* The Board reviewed Bob Stapp's application for retiree medical subsidy benefits reimbursement in the amount of \$6,360. A motion was made by Trustee Cevallos and seconded by Trustee Pederson to approve Bob Stapp's medical subsidy benefits reimbursement in the amount of \$6,360. Motion carried by roll call vote.

AYES: Chairman Delk, Vice Chairman Brown, Trustees Cevallos, Darden, Pederson and Smith  
NAYS: None  
ABSENT: Trustee Sparks

*Discussion and Action – Civilian Trustee Position Nominations:* The Board discussed the civilian trustee position. A motion was made by Trustee Pederson and seconded by Trustee Darden to nominate Paul Brown as civilian trustee on the Big Spring Firemen's Relief and Retirement Fund Board of Trustees. Motion carried by roll call vote.

AYES: Chairman Delk, Vice Chairman Brown, Trustees Cevallos, Darden, Pederson and Smith  
NAYS: None  
ABSENT: Trustee Sparks

*Discussion and Possible Action – Retiree Medical Contributions:* Mr. Weber reviewed the memo regarding the new contributions rate that the active firefighters will be contributing into the medical subsidy fund. A motion was made by Chairman Delk and seconded by Trustee Smith to approve the new contribution rate. Motion carried by roll call vote.

AYES: Chairman Delk, Vice Chairman Brown, Trustees Cevallos, Darden, Pederson and Smith  
NAYS: None  
ABSENT: Trustee Sparks

**OLD BUSINESS:** *Discussion/Possible Action – 2024 Retiree Thirteenth Check:* The Board discussed the possibility of being able to do something for the retirees if the thirteenth check is not an option and to scheduling an actuarial committee meeting and to have nominations for the committee at the next regular meeting.

*Status Update – Affidavits of Continued Eligibility:* The Board noted that second request affidavits were sent on February 21, 2025 with a due date of March 14, 2025. To date three affidavits remain outstanding. A motion was made by Trustee Pederson and seconded by Vice Chairman Brown to send a third request affidavit to two of the pensioners via certified mail. Motion carried by roll call vote.

AYES: Chairman Delk, Vice Chairman Brown, Trustees Cevallos, Sparks, Darden, Pederson and Smith  
NAYS: None  
ABSENT: None

**ADJOURNMENT:** A motion was made by Trustee Smith and seconded by Trustee Pederson to adjourn the meeting at 9:20 a.m. Motion carried by roll call vote.

AYES: Chairman Delk, Vice Chairman Brown, Trustees Cevallos, Sparks, Darden, Pederson and Smith  
NAYS: None  
ABSENT: None

The next regular meeting is scheduled for May 8, 2025 at 8:30 a.m.

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Chanley Delk, Chairman

Attest:

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Sandra Smith, Secretary

Minutes approved by the Board of Trustees on \_\_\_\_\_

*Minutes prepared by Elizabeth Adelman, Plan Administrator, Lauterbach & Amen*