

Officers & Employee Fund

Members: Lester Kissinger Jr, Jamar Kelly, [Mayor's proxy] English Bradley
Maria Rodriguez, Ann Burkert, Gary Phillips

Staff: Joe Rudolf (solicitor), Lilliana Castillo

November 20, 2024 1:30 PM

Location: Penn Room & Virtual

Board Meeting Agenda

Call to Order _____

○ PRESENTER/GUEST

○ MINUTES

- Approve October 2024 Minutes

	Yes	No	Abstain
English Bradley	☐	☐	☐
Jamar Kelly	☐	☐	☐
Lester Kissinger	☐	☐	☐
Gary Phillips	☐	☐	☐
Maria Rodriguez	☐	☐	☐
Ann Burkert	☐	☐	☐

○ FINANCIAL REPORTS

- Wells Fargo Commercial as of 10/31/2024
- Wells Fargo Commercial 401K as of 10/31/2024
- UBS investment as of 10/31/2024
- UBS 401K as of 10/31/2024
- Financial Report 9/30/2024
- Financial Report 401k style 9/30/2024

	Yes	No	Abstain
English Bradley	☐	☐	☐
Jamar Kelly	☐	☐	☐
Lester Kissinger	☐	☐	☐
Gary Phillips	☐	☐	☐
Maria Rodriguez	☐	☐	☐
Ann Burkert	☐	☐	☐

○ **BILLS**

- ADP processing charges period ending 10/31/2024 - \$807.50
- Clark Hill professional services for Oct 2024 - \$605.00
- Clark Hill legal services for October Aggregated Board 2024-\$119.17
- 3rd QTR Pension Salary 7/1/2024-9/30/2024-\$6,170.81
- 3rd QTR Medical Deductions for retirees 7/1/2024-9/30/2024- \$7,213.20
- 3rd QTR Postal Reimbursements 7/1/2024-9/30/2024- \$19.25

Sub-total: \$14,934.93

	Yes	No	Abstain
English Bradley	☐	☐	☐
Jamar Kelly	☐	☐	☐
Lester Kissinger	☐	☐	☐
Gary Phillips	☐	☐	☐
Maria Rodriguez	☐	☐	☐
Ann Burkert	☐	☐	☐

○ **CORRESPONDENCE** –

○ **REFUNDS/ROLLOVERS-**

- Irvin Gomez- Gonzalez hired 10/18/2013, separated 10/17/2024

Rollover Amount =	\$19,499.43
Less 20% taxes	\$3,899.89
Distribution Amount	\$15,599.54

	Yes	No	Abstain
English Bradley	☐	☐	☐
Jamar Kelly	☐	☐	☐
Lester Kissinger	☐	☐	☐
Gary Phillips	☐	☐	☐
Maria Rodriguez	☐	☐	☐
Ann Burkert	☐	☐	☐

○ **401K DCP REFUNDS-**

- William M. Heim hired on 8/15/2022, separated on 9/6/2024.

<u>Rollover Amount =</u>	<u>\$17,531.92</u>
--------------------------	--------------------

- Elen Velasco- Rosales hired on 8/1/2023, separated on 9/15/2024

<u>Rollover Amount =</u>	<u>\$2,963.33</u>
<u>Less 20% taxes</u>	<u>\$592.67</u>
<u>Distribution Amount</u>	<u>\$2,370.66</u>

	Yes	No	Abstain
English Bradley	☐	☐	☐
Jamar Kelly	☐	☐	☐
Lester Kissinger	☐	☐	☐
Gary Phillips	☐	☐	☐
Maria Rodriguez	☐	☐	☐
Ann Burkert	☐	☐	☐

○ **APPLICATIONS-**

○ **DISABILITY APPLICATION -**

○ **OLD BUSINESS –**

○ **NEW BUSINESS-**

- We received 5 proposals for Defined Contribution. Emails have been sent. Evaluation sheet attached.
 - Captrust Financial Advisor – Raleigh NC
 - Conrad Siegel – Harrisburg PA
 - One Digital – Rochester NY
 - RCM&D – Baltimore MD
 - Retirement Plan Advisors – Chicago IL

- 401k style benefit letter. We would like this letter to go out with open enrollment.

	Yes	No	Abstain
English Bradley	☐	☐	☐
Jamar Kelly	☐	☐	☐
Lester Kissinger	☐	☐	☐
Gary Phillips	☐	☐	☐
Maria Rodriguez	☐	☐	☐
Ann Burkert	☐	☐	☐

- **INFORMATION**

- MMO deposit for November 2024 - \$261,701.00
- MMO for 2025 is attached- pension office is working on a budget plan for next year

- **PUBLIC COMMENT**

- **ADJOURNMENT**