

Officers & Employee Fund

Members: Dolores Martinez [Mayor's Proxy], Steve Karnat, Lester Kissinger Jr, Jamar Kelly, Maria Rodriguez, Karen Gassert

Staff: Joe Rudolf (solicitor), Juan Ruiz

June 15, 2022 1:30 PM

Location: 3rd Floor Conference Room & Virtual

Board Meeting Minutes

Call to Order 1:35 PM

○ **PRESENTER/GUEST**

○ Maria Rodriguez arrived at 1:37 PM

○ **MINUTES**

- Approve May 2022 Minutes

	Yes	No	Abstain
Dolores Martinez	☒	☐	☐
Jamar Kelly	☒	☐	☐
Lester Kissinger	☒	☐	☐
Steve Karnat	☒	☐	☐
Maria Rodriguez	☐	☐	☐
Karen Gassert	☒	☐	☐

- Motion to approve made by Lester Kissinger, 2nd by Dolores Martinez (5y/0n)

○ **FINANCIAL REPORTS**

- Wells Fargo Commercial as of 5/31/2022
- UBS investment as of as of May 2022
- UBS Defined Contribution Retirement Account Summary as of May 2022
- Financial Reports as of 3/31/22 & 4/30/2022

	Yes	No	Abstain
Dolores Martinez	☒	☐	☐
Jamar Kelly	☒	☐	☐
Lester Kissinger	☒	☐	☐
Steve Karnat	☒	☐	☐
Maria Rodriguez	☒	☐	☐
Karen Gassert	☒	☐	☐

- Motion to approve made by Lester Kissinger, 2nd by Dolores Martinez (6y/0n)

○ **BILLS**

- ADP processing charges period ending 5/31/2022 - \$842.94
- Clark Hill professional services for May 2022 - \$475.00

Sub-total: \$1,317.94

	Yes	No	Abstain
Dolores Martinez	☒	☐	☐
Jamar Kelly	☒	☐	☐
Lester Kissinger	☒	☐	☐
Steve Karnat	☒	☐	☐
Maria Rodriguez	☒	☐	☐
Karen Gassert	☒	☐	☐

- Motion to approve made by Maria Rodriguez, 2nd by Lester Kissinger (6y/0n)

○ **CORRESPONDENCE** -

- Thomas Kendall's Doctor's note is to be included under correspondence in lieu of "Disability Application section"

○ **REFUNDS/ROLLOVERS**

- Aida Acevedo hire date 11/16/2020. Separated 4/22/2022.

<u>Rollover Amount =</u>	<u>\$3,809.47</u>
<u>Less 20% taxes</u>	<u>\$761.89</u>
<u>Distribution Amount</u>	<u>\$3,047.57</u>

	Yes	No	Abstain
Dolores Martinez	☒	☐	☐
Jamar Kelly	☒	☐	☐
Lester Kissinger	☒	☐	☐
Steve Karnat	☒	☐	☐
Maria Rodriguez	☒	☐	☐
Karen Gassert	☒	☐	☐

- Motion to approve made by Lester Kissinger Jr, 2nd by Steve Karnat (6y/0n)

- Amber Mancebo hire date 9/16/2021. Separated 5/10/2022.

<u>Rollover Amount =</u>	<u>\$994.91</u>
<u>Less 20% taxes</u>	<u>\$198.98</u>
<u>Distribution Amount</u>	<u>\$795.93</u>

	Yes	No	Abstain
Dolores Martinez	☐	☐	☐
Jamar Kelly	☐	☐	☐
Lester Kissinger	☐	☐	☐
Steve Karnat	☐	☐	☐
Maria Rodriguez	☐	☐	☐
Karen Gassert	☐	☐	☐

- Motion to approve made by Maria Rodriguez, 2nd by Lester Kissinger (6y/0n)
- **APPLICATIONS** - None

- **DISABILITY APPLICATION**
 - Update: Kendall
 - Attached Doctor's Note.

	Yes	No	Abstain
Dolores Martinez	☒	☐	☐
Jamar Kelly	☒	☐	☐
Lester Kissinger	☒	☐	☐
Steve Karnat	☒	☐	☐
Maria Rodriguez	☒	☐	☐
Karen Gassert	☒	☐	☐

- Motion to approve made by Lester Kissinger Jr, 2nd by Karen Gassert (6y/0n)

○ **OLD BUSINESS**

- Disability Ordinance
 - Joe working on ordinance language amending the current process that would allow the board to approve disability pension at their discretion.
 - Disability Ordinance Draft (attached in meeting agenda).
 - Ordinance to be taken to City Council
 - Jamar to take to City Solicitor

	Yes	No	Abstain
Dolores Martinez	☒	☐	☐
Jamar Kelly	☒	☐	☐
Lester Kissinger	☒	☐	☐
Steve Karnat	☒	☐	☐
Maria Rodriguez	☒	☐	☐
Karen Gassert	☒	☐	☐

- Motion to approve made by Lester Kissinger, 2nd by Dolores Martinez (6y/0n)

○ **NEW BUSINESS** – None

○ **INFORMATION**

- MMO deposit for June 2022 - \$280,359.42
 - PC to ensure that Board Meetings and Agendas are consistently uploaded to city's site.
 - PC to send Steve steps and link to assist in addressing inquiries.

○ **PUBLIC COMMENT**

○ **ADJOURNMENT**

- Motion to adjourn at 1:55 PM made by Lester Kissinger