

**MINUTES
PENSION TRUST COMMISSION
THIRD FLOOR CONFERENCE ROOM
CITY HALL
APRIL 27, 2023 – 9:00 A.M.**

Chairperson Bayones called the meeting to order at 9:00 a.m. in the City Hall Third Floor Conference Room. Notice of meeting and agenda was posted on the City Hall notice board as required by law.

ROLL CALL

PRESENT: Teri Bayones; Paul Ellwanger; Christine James; Andrew Hill; Ed Petersen, James Apple

ABSENT: Richard Rogalski

ALSO PRESENT: Joe Don Dunham, Financial Services Director; Taressa Macias, Human Resources; Kaitlin Nunley, Financial Services; Tim Wilson, Acting City Attorney; Crystal John, City Attorney's Office; Tammy Branstetter, Sr. Deputy City Clerk; Perry Warren, Morgan-Stanley.

STATEMENT OF COMPLIANCE WITH OKLAHOMA OPEN MEETING ACT, 25 O.S. 301-314

INTRODUCTION OF GUESTS

NEW BUSINESS

- A. Receive quarterly financial report from Morgan Stanley and take action if necessary – Perry Warren, Morgan Stanley.

Warren gave the financial report from Morgan Stanley. This report is available in the City Clerk's Office upon request. Warren reviewed pages 4, 5, 6, 7, 8, 27 and the Portfolio X-Ray.

With regards to page 7, Ellwanger asked what the benchmark is based upon.

Warren said the benchmark is further defined on page 47 of the report.

Wilson asked for clarification on the chart located on page 27 of the report.

Warren said the blue bars indicate the annual price change and median return, and the red dots indicate the entry year declines.

- B. Receive Quarterly Employees Refunds Made From Retirement System and Receive Quarterly Statement of Receipts and Disbursement and take action if necessary –Finance.

Kaitlin Nunley gave the Finance Report. This report is available in the City Clerk's Office upon request.

Ellwanger noted that the revenue statement and expense sheet should be titled “3rd quarter” and not “2nd quarter”.

Nunley said that is correct – she will get this corrected.

Motion by Apple, Second by Ellwanger, to approve the refunds of employee contribution and quarterly statement of receipts and disbursement, and correct the title of the Statement of Revenue and Expense from 2nd Quarter to 3rd Quarter. **AYE:** Bayones, Ellwanger, James, Hill, Petersen, Apple. **NAY:** None. ***Motion Passed.***

CONSENT AGENDA

FOR THE BENEFIT OF THE AUDIENCE, ALL MATTERS LISTED UNDER THE CONSENT AGENDA ARE CONSIDERED TO BE ROUTINE BY THE PENSION COMMISSION AND WILL BE ENACTED BY ONE MOTION. THERE WILL BE NO SEPARATE DISCUSSION OF THESE ITEMS. IF DISCUSSION IS DESIRED, THAT ITEM WILL BE REMOVED FROM THE CONSENT AGENDA PRIOR TO ROLL CALL AND WILL BE CONSIDERED SEPARATELY.

- A. Consider Memo of Information regarding the death of retiree Troy Carney.
- B. Consider Memo of Information regarding the death of retiree James Edward “Jim” Taylor.
- C. Consider Application for Normal Retirement from Charles Barnett.
- D. Consider Application for Normal Retirement from Albert Ozuna.
- E. Consider Application for Normal Retirement from David Dixon.
- F. Consider Application for Normal Retirement from Kenn Evilsizer.
- G. Consider Application for Normal Retirement for Deborah Long.
- H. Consider Application for Normal Retirement for Patricia Moody.
- I. Consider Application for Normal Retirement for Lloyd Roy.
- J. Consider approval for the paid-in-full judgements to be released from the record.

Bayones noted there were errors on the agenda item commentaries for items C, F and H. The commentaries state the retiree will have insurance premiums deducted from their monthly retirement checks. However, the memo from Human Resources states these three retirees elected to opt out of insurance coverage. Bayones asked that the appropriate changes be made to the commentaries.

Motion by Petersen, Second by Hill, to approve the consent agenda except for items C, F and H. **AYE:** Ellwanger, James, Hill, Petersen, Bayones, Apple. **NAY:** None. ***MOTION PASSED.***

Motion by James, Second by Apple, to approve item C and strike the phrase “minus insurance premiums” found under “recommendation action” on the agenda item commentary. **AYE:** Ellwanger, James, Hill, Petersen, Bayones, Apple. **NAY:** None. ***MOTION PASSED.***

Motion by James, **Second** by Ellwanger, to approve item F and strike the phrase “minus insurance premiums” found under “recommendation action” on the agenda item commentary. **AYE:** Ellwanger, James, Hill, Petersen, Bayones, Apple. **NAY:** None. **MOTION PASSED.**

Motion by James, **Second** by Apple, to approve item H and strike the phrase “minus insurance premiums” found under “recommendation action” on the agenda item commentary. **AYE:** Ellwanger, James, Hill, Petersen, Bayones, Apple. **NAY:** None. **MOTION PASSED.**

EXECUTIVE SESSION

- A. Pursuant to Section 307B.4, Title 25, Oklahoma Statutes, consider convening in executive session to discuss the status of an ongoing investigation concerning pension calculations, and, if necessary, take appropriate action in open session.

Motion by James, **Second** by Hill, to adjourn into executive session. **AYE:** Hill, Petersen, Bayones, Ellwanger, James, Apple. **NAY:** None. **Motion Passed.**

The Pension Trust Commission entered executive session at 9:35AM and adjourned from executive session at 10:20 AM. Roll call showed all members present.

No action was taken.

DISCUSSION ITEMS

Bayones asked if everyone would be okay with receiving their agenda packets via email as opposed to mailing out physical packets.

James said Branstetter noted that this what many other boards and commissions do.

Wilson suggested each member let the Clerk’s office know which delivery method they prefer.

Branstetter advised that going forward she will both email these packets as well as have physical copies available at the meeting.

Apple asked when raises for retirees might be considered. He noted that several retirees who know he serves on the Pension Trust Commission have approached him about the possibility of receiving a cost-of-living adjustment.

Bayones said it’s her understanding that the Commission is not currently in a position where this would be financially viable.

Apple asked if the City could fund retiree raises by adding it to their budget.

Joe Dunham said currently the City is approximately 40% underfunded. He said this is a big issue. Dunham said after visiting with other municipalities and pension commissions at a recent conference, he feels a change should be made to the City’s funding source. He said the pension system needs to be fully funded every year moving forward to get caught up.

James asked if pension systems for other municipalities afford cost of living increases for retirees.

Dunham said some do, and some don't.

Bayones asked Dunham if he would mind giving a presentation to the commission at a future meeting covering everything he learned during the conference.

Dunham said he can do that.

Bayones said she believes City Code states that cost of living increases can be entertained by the commission periodically, but she's not sure how often. She said staff will research City Code regarding this topic.

Dunham said that moving forward, he would like to have the commission more involved with budget planning. This involvement can include periodically discussing the feasibility of cost-of-living increases for retirees.

Peterson asked if we could possibly look into a phased-in approach when it comes to implementing cost of living increases for retirees.

Dunham said staff could look into this.

Ellwanger noted the importance of consulting with professionals when dealing with these complex pension calculations.

Peterson said he would like to have a special meeting soon to discuss the pension calculations.

Ellwanger asked if there is funding set aside in the City's budget to help catch up the pension fund.

Dunham said it does not. He said they followed City Code when drafting the budget, and Code doesn't allow for this.

ADJOURNMENT

Motion by Apple, **Second** by Ellwanger, to adjourn the meeting. **AYE:** Hill, Petersen, Bayones, Ellwanger, James, Apple. **NAY:** None. ***Motion Passed.***

There being no further business, the meeting adjourned at 10:50 AM