



**AGENDA**  
**City of Irving Supplemental Benefit Plan (SBP)**  
**Administrative Board**  
**Monday, January 27, 2020 at 9:30 AM**  
**City Hall, First Floor Conference Room**  
**825 W. Irving Blvd.**  
**Irving, Texas 75060**

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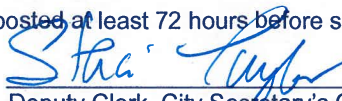
The Board may receive reports and presentations, deliberate, recommend or take other appropriate action on items listed on this agenda.

1. Citizen Comments on Items Listed on the Agenda
2. Approval of the December 16, 2019 minutes
3. Board Chair Report
  - a. Discuss submission of SBP's Funding Policy to the Mayor and City Council.
  - b. Update regarding SBP Audit
4. Secretary's Report
  - a. Discuss the posting of a Q&A section on the Supplemental Benefit Plan's page on the City's website.
  - b. Continue discussing the role for the SBP Administrative Assistant.
5. Retirement Service and Survivor Benefits
  - a. Theodore Zettle – Option No. 9
  - b. Dolores Perla – Option No. 1
  - c. Mark Vincent – Option No. 1
6. Accounts Payable
  - a. AndCo - \$11,250.00 for consulting services and performance evaluation during the 4<sup>th</sup> Quarter (October 2019 – December 2019).
  - b. Matrix Absence Management - \$4,195.20 for (2020 Q1) quarterly administrative fees (January 2020 – March 2020) at \$0.95 per plan participant per month.

**CERTIFICATION**

I, the undersigned authority, do hereby certify that this notice of meeting was posted on the kiosk at City Hall of the City of Irving, Texas, a place readily accessible to the general public at all times, and said notice was posted by the following date and time:

1-23-2020 at 4:21 pm and will remain so posted at least 72 hours before said meeting convened.

  
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Deputy Clerk, City Secretary's Office

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This meeting can be adjourned and reconvened, if necessary, the following regular business day.

Any item on this posted agenda could be discussed in executive session as long as it is within one of the permitted categories under sections 551.071 through 551.076 and section 551.087 of the Texas Government Code.

A member of the public may address the governing body regarding an item on the agenda either before or during the body's consideration of the item, upon being recognized by the presiding officer or the consent of the body.

This facility is physically accessible and parking spaces for the disabled are available. Accommodations for people with disabilities are available upon request. Requests for accommodations must be made 48 hours prior to the meeting. Contact the City Secretary's Office at 972-721-2493 or Relay Texas at 7-1-1 or 1-800-735-2988.