

**AGENDA**  
**City of Irving Supplemental Benefit Plan (SBP)**  
**Administrative Board**  
**Monday, March 22, 2021 at 9:30 a.m.**

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The SBP Administrative Board will meet by video and teleconference. Sign-in via telephone or online will be from 9:00 a.m. to 9:30 a.m. on March 22, 2021. All participants by telephone conference or videoconference will be able to speak when called upon, however video images of the citizen participants will not be available. Board Members and the Public may participate at the following link and phone numbers:

Access online: <https://zoom.us/j/98792866987> Webinar ID: 987 9286 6987

Or via Teleconference: US: +1 346 248 7799 or 877 853 5257 (Toll Free) or 888 475 4499 (Toll Free)

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 February 25, 2021 minutes
3. Review Quarterly Performance Report, period ending December 31, 2020
4. Review and discuss updated proposal from Lauterbach & Amen, LLC for Professional Administration Services
5. Discuss upcoming TEXPERS 2021 Annual Conference and certification of delegates for the Annual Members Meeting on Sunday, May 23, 2021.
6. Retirement Service and Survivor Benefits
  - a. Mark Parson – Option 5

## AGENDA - Continued

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### 7. Accounts Payable

- a. Federated Investment Counseling - \$9,276.25 for Quarterly Advisory Fee 10/1/2020 – 12/31/2020.
- b. City of Irving Payroll - \$12,333.08 for Robert A. Cascante Diaz's SBP Assistant Salary reimbursement from Payroll 21 through Payroll 27 (2020).
- c. AndCo - \$11,250.00 – for consulting services and performance evaluation billed quarterly (7/2020 thru 9/2020).
- d. US Bank - \$1,833.33 Monthly administrative fees 1/1/2021-1/31/2021.
- e. Matrix Absence Management - \$4,910.55 for administrative fees from April 2021 through June 2021 (based on 1538 plan participants at a rate of \$0.95 per employee for three months), 2020 annual billing adjustment, and Q1 2021 billing adjustment.

### 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:

3-17-21 at 1:34pm and will remain so posted at least 72 hours before said meeting convened.

  
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.