

RESOLUTION 2025-###

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN PABLO (1) APPOINTING THE CITY MANAGER AS PLAN ADMINISTRATOR FOR THE CITY'S 457(B) AND RETIREE HEALTH SAVINGS ("RHS") PLANS ("THE PLANS"), (2) AUTHORIZING THE CITY MANAGER TO EXECUTE NECESSARY SERVICE PROVIDER AGREEMENTS RELATED TO THE ADMINISTRATION OF THE PLANS; AND (3) GRANTING THE CITY MANAGER THE AUTHORITY TO DELEGATE/ASSIGN DUTIES FOR THE PLAN TO APPROPRIATE DEPARTMENTS AND STAFF TO FULFILL THE CITY'S FIDUCIARY RESPONSIBILITIES AND DUTIES AS OUTLINED IN ARTICLE XVI, SECTION 17 OF THE CALIFORNIA CONSTITUTION

WHEREAS, the City provides an employer sponsored 457 Deferred Compensation Plan and Retirement Health Savings Plans ("RHS") under Section 457(b) and Section 105(h) of the Internal Revenue Code (IRC) herein known as "the Plans";

WHEREAS, the Plans provide tax benefits to eligible employees on a pre-tax basis for their retirement;

WHEREAS, Mission Square provides record-keeping and administrative services for the Plans;

WHEREAS, the City contracted with Shuster Advisory Group, LLC ("Shuster"), to conduct an audit of the Plans, including their fees and service providers; and

WHEREAS, after reviewing the 457(b) and RHS plan data it collected, Shuster determined that the plan participants would benefit by remaining with the current record-keeper, Mission Square, while implementing a significant reduction in costs and an enhanced investment platform.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of San Pablo hereby:

1. Appoints the City Manager as the Plan Administrator of the 457(b) and RHS Plans;
2. Authorizes the City Manager to execute necessary service provider agreements related to the administration of the plans, in a form to be approved by the City Attorney; and
3. Grants the City Manager the authority to delegate/assign duties related to the administration of the plans to appropriate departments and staff.
4. The actions set forth above were taken during a regular meeting of the City Council of the City of San Pablo.
5. The Mayor shall sign and the City Clerk shall certify the passage and adoption of this Resolution and thereupon the same shall take effect and be in force.

BE IT FURTHER RESOLVED that the foregoing recitations are true and correct and are included herein by reference as findings.

ADOPTED this 2nd day of June 2025, by the following vote:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS
ABSENT: COUNCILMEMBERS:
ABSTAIN: COUNCILMEMBERS:

ATTEST:

Dorothy Gantt, City Clerk

APPROVED:

Arturo Cruz, Mayor