



SPECIAL MEETING OF THE CITY OF CONCORD RETIREMENT BOARD

8:45 A.M., THURSDAY APRIL 15, 2021

VIRTUAL MEETING via Microsoft Teams

[Click here to join the meeting](#)

CORONAVIRUS DISEASE (COVID-19) ADVISORY WARNING **STAY SAFE, STAY HEALTHY, STAY HOME**

The Contra Costa County Health Department has ordered individuals in Contra Costa County to “shelter in place”. The California Department of Public Health issued its “Mass Gatherings Guidance on Novel Coronavirus or COVID-19” followed by a recommendation that certain gatherings in California be postponed or canceled. The Governor of the State of California issued Executive Order N-25-20 which, among other things, orders that all California residents are to “. . . heed any orders and guidance of state and local public health officials, including but not limited to the imposition of social distancing measures, to control the spread of COVID-19” and pursuant to Executive Order N-33-20 has ordered all individuals in California to stay home or at their place of residence, with very limited exceptions. That means residents must obey State, County, and City of Concord rules and guidelines.

City of Concord Rules: The City of Concord has declared a local state of emergency due to COVID-19 and is closed to the public. This City of Concord Retirement Board meeting is an essential event, therefore it has not been cancelled. However, City of Concord officials and staff will conduct this meeting virtually. The City will **not** make available any physical location from which members of the public may observe the meeting and offer public comment. Instead, members of the public may observe and address the meeting remotely. Below is information on how to do that.

How to Attend the Meeting via Microsoft Teams:

Join on your computer or mobile app

[Click here to join the meeting](#)

How to Submit Public Comments:

- There will be a Public Comment periods during the meeting. Under California law, public comments at special meetings are limited to subjects on the agenda only. Therefore, public comment will only be taken prior to Board’s consideration of each item.

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AGENDA

ROLL CALL

- 1. APPROVAL OF MINUTES**
Approval of minutes for Board meeting held on 1/25/2021
- 2. BOARD AND STAFF REPORTS**
 - a. Staff Report - Finance
 - (1) Cost of living adjustment for current CCRS retirees effective 05/01/2021
- 3. ADJOURNMENT**

NOTICE TO THE PUBLIC

There is a 90-day limit for the filing of a challenge in the Superior Court to certain City administrative decisions and orders which require a hearing by law, the receipt of evidence, and the exercise of discretion. The 90-day limit begins on the date the decision is final (Code of Civil Procedure §1094.6). Further, if you challenge an action taken by the CCRS Board in court, you may be limited by California law to raising only those issues you or someone else raised in the hearing or in a written correspondence delivered to the CCRS Board prior to or at the hearing.

In accordance with the Americans With Disabilities Act and California Law, it is the policy of the City of Concord to offer its public programs, services and meetings in a manner that is readily accessible to everyone, including those with disabilities. If you are disabled and require a copy of a public hearing notice, or an agenda and/or agenda packet in an appropriate alternative format; or if you require other accommodation, please contact the ADA Coordinator at (925) 671-3361, at least 24 hours in advance of the meeting. Advance notification within this guideline will enable the City to make reasonable arrangements to ensure accessibility.



To: City of Concord Retirement System (CCRS) Board

From: Karan Reid, Director of Finance

Subject: 2020 Cost of Living Adjustment

Date: April 15, 2021

Background

In accordance with the Concord Municipal Code, Section 50-42, Cost of Living Adjustment, an annual cost of living adjustment is made on and after May 1 of each year for eligible retirees. No adjustment may exceed more than two percent (2%) or less than one percent (1%) unless the actuarial interest rate is less than 4.5%. The actuarial interest rate is currently set at 4.5%. No cost of living adjustment calculation is required if the actuarial interest rate is less than 4.5%.

Discussion

In accordance with Section 50-42.(c) of the Municipal Code, calculations were performed by Finance Department staff and verified by Human Resources staff. A copy of the worksheet is attached with supporting documentation. The code requires the higher number of two calculation figures. The two calculations were: U at 1.7% and W at 1.5%. The code requires the higher figure not exceeding two percent (2.0%). Therefore, staff is recommending approval of a cost of living increase of 1.7 percent (1.7%) effective May 1, 2021 for retirees and joint annuitants.

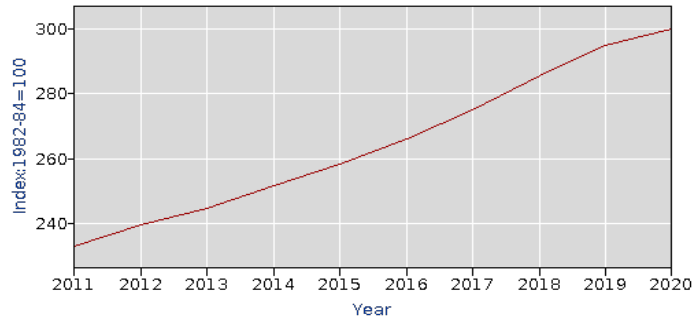
Recommendation for Action

Staff recommends maintaining the actuarial interest rate to 4.5% and a 1.7 percent (1.7%) cost of living adjustment for City of Concord Retirement System retirees and joint annuitants effective May 1, 2021, and directs staff to contact PARS to make the necessary adjustment for each eligible retiree and joint annuitant.

CPI for All Urban Consumers (CPI-U)
Original Data Value

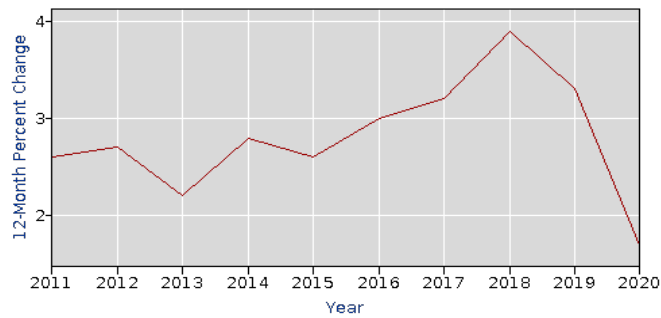
Series Id: CUURS49BSA0
 Not Seasonally Adjusted
 Series Title: All items in San Francisco-Oakland-Hayward, CA, all
 Area: San Francisco-Oakland-Hayward, CA
 Item: All items
 Base Period: 1982-84=100
 Years: 2011 to 2021

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual	HALF1	HALF2
2011		229.981		234.121		233.646		234.608		235.331		234.327	233.39	232.082	234.698
2012		236.88		238.985		239.806		241.17		242.834		239.533	239.65	238.099	241.201
2013		242.677		244.675		245.935		246.072		246.617		245.711	245.023	243.894	246.152
2014		248.615		251.495		253.317		253.354		254.503		252.273	251.985	250.507	253.463
2015		254.91		257.622		259.117		259.917		261.019		260.289	258.572	256.723	260.421
2016		262.6		264.565		266.041		267.853		270.306		269.483	266.344	263.911	268.777
2017		271.626		274.589		275.304		275.893		277.57		277.414	274.924	273.306	276.542
2018		281.308		283.422		286.062		287.664		289.673		289.896	285.55	282.666	288.435
2019		291.227		294.801		295.259		295.49		298.443		297.007	295.004	293.15	296.859
2020		299.69		298.074		300.032		300.182		301.736		302.948	300.084	299.109	301.059
2021		304.387													



12-Month Percent Change

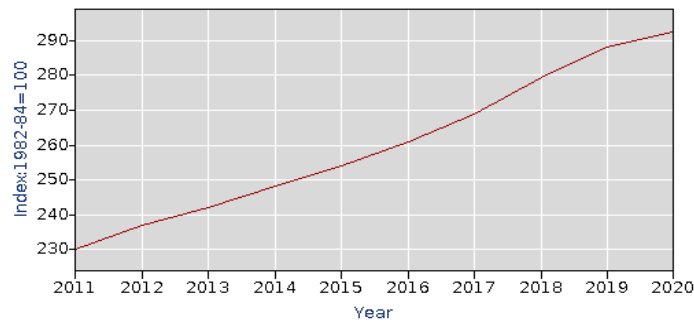
Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual	HALF1	HALF2
2011		1.7		2.8		2.4		2.9		3.2		2.9	2.6	2.2	3
2012		3		2.1		2.6		2.8		3.2		2.2	2.7	2.6	2.8
2013		2.4		2.4		2.6		2		1.6		2.6	2.2	2.4	2.1
2014		2.4		2.8		3		3		3.2		2.7	2.8	2.7	3
2015		2.5		2.4		2.3		2.6		2.6		3.2	2.6	2.5	2.7
2016		3		2.7		2.7		3.1		3.6		3.5	3	2.8	3.2
2017		3.4		3.8		3.5		3		2.7		2.9	3.2	3.6	2.9
2018		3.6		3.2		3.9		4.3		4.4		4.5	3.9	3.4	4.3
2019		3.5		4		3.2		2.7		3		2.5	3.3	3.7	2.9
2020		2.9		1.1		1.6		1.6		1.1		2	1.7	2	1.4
2021		1.6													



**CPI for Urban Wage Earners and Clerical Workers (CPI-W)
Original Data Value**

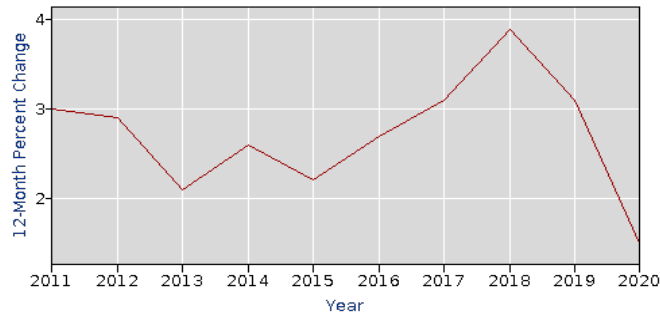
Series Id: CWURS49BSA0
 Not Seasonally Adjusted
 Series Title: All items in San Francisco-Oakland-Hayward, CA, urban wage earners and clerical workers, not seasonally adjusted
 Area: San Francisco-Oakland-Hayward, CA
 Item: All items
 Base Period: 1982-84=100
 Years: 2011 to 2021

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual	HALF1	HALF2
2011		226.638		231.6		230.605		231.445		232.371		231.109	230.337	229.074	231.6
2012		234.648		236.626		236.89		238.445		240.864		236.454	237.097	235.572	238.622
2013		240.262		241.764		243.052		242.903		243.711		242.602	242.125	241.141	243.109
2014		245.148		247.932		250.085		249.877		250.508		247.68	248.326	247.097	249.555
2015		249.809		252.875		254.736		256.06		256.107		255.492	253.91	252.041	255.78
2016		257.141		259.386		261.017		262.326		264.026		263.222	260.83	258.715	262.946
2017		265.569		268.896		269.508		269.827		271.272		271.342	268.99	267.426	270.555
2018		275.699		278.039		280.219		281.536		283.183		283.278	279.572	277.035	282.11
2019		284.758		288.266		288.581		288.514		291.707		289.456	288.192	286.615	289.77
2020		292.01		290.304		292.42		293.062		294.442		295.687	292.601	291.297	293.906
2021		297.17													



12-Month Percent Change

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual	HALF1	HALF2
2011		2.1		3.5		2.9		3.2		3.6		3.1	3	2.7	3.3
2012		3.5		2.2		2.7		3		3.7		2.3	2.9	2.8	3
2013		2.4		2.2		2.6		1.9		1.2		2.6	2.1	2.4	1.9
2014		2		2.6		2.9		2.9		2.8		2.1	2.6	2.5	2.7
2015		1.9		2		1.9		2.5		2.2		3.2	2.2	2	2.5
2016		2.9		2.6		2.5		2.4		3.1		3	2.7	2.6	2.8
2017		3.3		3.7		3.3		2.9		2.7		3.1	3.1	3.4	2.9
2018		3.8		3.4		4		4.3		4.4		4.4	3.9	3.6	4.3
2019		3.3		3.7		3		2.5		3		2.2	3.1	3.5	2.7
2020		2.5		0.7		1.3		1.6		0.9		2.2	1.5	1.6	1.4
2021		1.8													



Sec. 50-42. Cost of living adjustment.

(a) The following definitions shall govern the application of this section:

(Code 1965, § 2809.2; Ord. No. 85-29; Ord. No. 08-4)

(1) Base allowance. The amount of monthly retirement allowance which would be payable had this section not been a part of this article.

(Code 1965, § 2809.2; Ord. No. 85-29; Ord. No. 08-4)

(2) California Consumer Price Index. The annual Consumer Price Indexes for all items of the "All Urban Consumers Index (U)" and "Urban Wage Earners and Clerical Workers Index (W)" as stated for the San Francisco-Oakland area, published by the Bureau of Labor Statistics of the U.S. Department of Labor. Should the reference base of said Consumer Price Indexes (presently 1982-1984 = 100) be changed, the indexes used to determine the Consumer Price Indexes as defined in this section will be the indexes converted to the new base by standard statistical methods.

(Code 1965, § 2809.2; Ord. No. 85-29; Ord. No. 08-4)

(3) Base year. The calendar year of retirement of the employee with respect to such retired employees and joint annuitants of such retired employees.

(Code 1965, § 2809.2; Ord. No. 85-29; Ord. No. 08-4)

(b) This section is applicable to the monthly retirement allowance payable to retired employees under section 50-39 hereof and to their joint annuitants under section 50-41(a)(2), (3), and (4).

(Code 1965, § 2809.2; Ord. No. 85-29; Ord. No. 08-4)

(c) The monthly retirement allowance shall be adjusted annually for payments payable on and after May 1, commencing on May 1 in the second calendar year following the year of the member's retirement. The adjusted monthly retirement allowance shall be equal to the base allowance multiplied by an adjustment factor equal to: (1) the higher of the two California Consumer Price Indexes (i.e. the higher of the "U" index and the "W" index) for the immediately preceding calendar year, divided by; (2) that same California Consumer Price Index for the base year. The adjustments herein provided are limited by the following:

(Code 1965, § 2809.2; Ord. No. 85-29; Ord. No. 08-4)

(1) No adjustment shall be made for any year in which the adjustment is less than one percent of the base allowance and the adjustment for any year shall not exceed two percent per year, compounded from the base year.

(Ord. No. 08-4)

(2) No adjustment shall be made in any year when the actuarial interest rate is less than 4 1/2 percent.

(Ord. No. 08-4)

(3) Adjustments may be up or down but no payment shall be less than the base allowance

(Ord. No. 08-4)

(4) No monthly retirement allowance may exceed an amount equal to the base allowance increased by two percent per year, compounded from the end of the base year to the beginning of the calendar year in which the adjustment is made.

(Ord. No. 08-4)

(d) Special Rules

(1) Notwithstanding the limitations on cost of living adjustments imposed by this article, and in addition to any other adjustment made pursuant to this article, those retired employees and joint annuitants of retired employees who were receiving a monthly retirement allowance as of December 31, 1979, shall receive quarterly noncumulative cost of living adjustments until such date on which the recipient is no longer entitled to an allowance under this article.

(Code 1965, § 2809.2; Ord. No. 85-29; Ord. No. 08-04)

(2) The amount of the quarterly adjustment for each recipient shall be computed by applying the applicable percentage from the chart below to the total amount of payments made to the recipient during the quarter commencing October 1, 1980.
(Ord. No. 08-4)

TABLE INSET:

Recipient's Base Year	Percentage Cost of Living
1971	18%
1972	16%
1973	14%
1974	12%
1975	10%
1976	8%
1977	6%
1978	4%
1979	2%

(Ord. No. 08-4)

(3) The quarterly adjustments shall be paid on October 1, 1986, and upon the commencement of each quarter thereafter.

(Ord. No. 08-4)

(4) The Board shall inform each recipient of benefits under this section that the adjustments are not cumulative and shall not be included in the recipient's base allowance, so they are not subject to the adjustment in subsection (c) above, and may be available for only a limited period of time.

**CITY OF CONCORD
RETIREMENT BOARD MINUTES
Special Meeting
Wednesday, January 21, 2021
3:30 p.m.**

Members Present: Andrea Ouse, Director of CED/ Chairperson, Karan Reid, Director of Finance/Secretary; Jasmin Loi, Director of Human Resources/Vice-Chair; Joelle Fockler, City Clerk (City Manager appointment); Dale Johnson (OPEIU Local 29); Kevin Halm (Police Officers Association)

Members Absent: Teresa Fairbanks (Alternate for Vice-Chairperson); Debra Ostlund (Alternate for Secretary); Greg Pardella (Alternate for Police Officers Association); Jeff Krieger (Police Management Association)

Others Present: Josh Clendenin, Assistant City Attorney and Staff to Retirement Board, Nikki Onipede, Human Resources Analyst II

Chairperson: Andrea Ouse, Director of CED/ Chairperson

Virtual MS Teams meeting was called to order by Chairperson Andrea Ouse at 3:32 p.m.

PUBLIC COMMENT PERIOD

No Public Comment.

1. APPROVAL OF MINUTES

Approval of minutes for Board meeting held May 20, 2020.

Motion by: Jasmin Loi
Motion seconded: Joelle Fockler
Vote: Ayes: All ayes

2. BOARD AND STAFF REPORTS:

a. Staff Report – Human Resources

Nikki Onipede presented the staff report for the approval of Mr. Hull's retirement to the board.

- (1) Review and approve retirement of former employee: Rickey Hull
Motion by: Karan Reid
Motion seconded: Kevin Halm
Vote: All ayes

b. Staff Report – Human Resources

Nikki Onipede presented the staff report for consideration of delegating the administrative duties of retirement approval for eligible inactive CCRS members to Karan Reid, the incumbent Director of Finance; and consideration for the Board to convene annually for a special meeting to review cost of living adjustments (COLA) and if approved, review and discuss the delegation of administrative duties.

Karan Reid provided additional context for new members and buttress that the delegating is an adjustment of the administratively carrying out the prescribed tasks in the City's Muni Code. Karen also briefed the members on the challenges of coordinating a Board meeting and establishing a quorum in order to continue the meeting.

Dale Johnson inquired about the potential impact of public comments, if any, about the proposed consideration to delegate administrative duties. Karan Reid responded that public comments will still be available for the public to voice their opinion during the annual meetings. The public comments cannot circumvent the prescribed process of the retirement approvals defined by the City's Muni Code.

In addition, special meeting can be convened at any time; if approved the next annual meeting will be in March 2021 to discuss 2021 COLA adjustments.

Josh Clendenin set a motion to consider the delegation of administrative duties as an agenda item for the annual meeting to convene in March 2022.

(1) Delegate administrative duties of retirement approval in writing to Karan Reid, incumbent Director of Finance.

(2) Agendise delegation of administrative duties during the annual meeting to convene in March 2022.

Motion by:	Joelle Fockler
Motion seconded:	Jasmin Loi
Vote:	All ayes

3. DISCUSSION

a. Retirement Board Members

(1) Board noted four vacancies: alternates for the City Manager appointment, Secretary, OPIEU and Teamsters' member and alternate. The City Manager's office will identify an alternate for the City Manager appointment. There was a consensus to fill vacant alternate positions at the next special meeting in March 2022. Human Resources will continue to reach out to OPIEU Local 29 and Teamsters for the vacant positions.

4. ADJOURNMENT

With no further business, the Board adjourned the meeting at 4:08 p.m.

Prepared and submitted by Nikki Onipede, Staff to
Retirement Board

Nikki Onipede
Nikki Onipede, Staff to Retirement Board