

**CARSON CITY CONSOLIDATED MUNICIPALITY
NOTICE OF MEETING OF THE
OTHER POST EMPLOYMENT BENEFITS TRUST FUND BOARD OF
TRUSTEES**

Day: Tuesday
Date: August 24, 2021
Time: Beginning at 1:30 pm
Location: Community Center, Robert "Bob" Crowell Board Room
851 East William Street
Carson City, Nevada

AGENDA

NOTICE TO THE PUBLIC:

The State of Nevada and Carson City are currently in a declared State of Emergency in response to the global pandemic caused by the coronavirus (COVID-19) infectious disease outbreak. In accordance with the applicable Directives issued under authority of the Governor’s Declaration of Emergency, including Directive 045 and 047, and subject to any potential changes in state or federal mandates or guidelines, face coverings are required to be worn when attending this meeting in person.

Members of the public who wish only to view the meeting but do NOT plan to make public comment may watch the livestream of the Other Post Employment Benefits Trust Fund Board of Trustees meeting at www.carson.org/granicus and by clicking on “In progress” next to the meeting date, or by tuning in to cable channel 191. Livestream of the meeting is provided solely as a courtesy and convenience to the public. Carson City does not give any assurance or guarantee that the livestream or cable channel access will be reliable. Although all reasonable efforts will be made to provide livestream, unanticipated technical difficulties beyond the control of City staff may delay, interrupt or render unavailable continuous livestream capability.

The public may provide public comment in advance of a meeting by written submission to the following email address: publiccomment@carson.org. For inclusion or reference in the minutes of the meeting, your public comment must include your full name and be submitted via email by not later than 3:00 p.m. the day before the meeting.

Members of the public who wish to provide live public comment via telephonic appearance in lieu of physical attendance may do so during the designated public comment periods indicated on the agenda by dialing the numbers listed below. Please do NOT join by phone if you do not wish to make public comment.

Join by phone:
Phone Number: +1-408-418-9388
Meeting Number: 146 375 3111

1. Call to Order

2. Roll Call

3. Public Comment:

The public is invited at this time to comment on and discuss any item not on the agenda that is relevant to, or within the authority of, the Other Post Employment Benefits Trust Fund Board of Trustees. In order for members of the public to participate in the Board's consideration of an agenda item, the Board strongly encourages members of the public to comment on an agenda item during the item itself. No action may be taken on a matter raised under public comment unless the item has been specifically included on the agenda as an item upon which action may be taken.

4. For Possible Action: Discussion and Possible Action to Elect a Chair & Vice Chair

5. For Possible Action: Approval of Minutes - June 16, 2021

6. Agenda Items:

6.A For Possible Action: Discussion and possible action regarding the OPEB Trust earnings report for the twelve months ended June 30, 2021.

Staff Summary: Carson City staff will present the Trust's earnings activity in the Carson City Investment Pool and Retirement Benefits Investment Fund for the twelve months ended June 30, 2021.

6.B For Possible Action: Discussion and possible action regarding the OPEB Trust activity for the twelve months ended June 30, 2021.

Staff Summary: Carson City staff will present Trust activity for the twelve months ended June 30, 2021.

7. For Information Only: Future Meeting Date

Discussion and consideration of dates for the next meeting.

8. Public Comment:

The public is invited at this time to comment on any matter that is not specifically included on the agenda as an action item. No action may be taken on a matter raised under this item of the agenda.

9. For Possible Action: To Adjourn

Agenda Management Notice - Items on the agenda may be taken out of order, the public body may combine two or more agenda items for consideration; and the public body may remove an item from the agenda or delay discussion relating to an item on the agenda at any time.

Titles of agenda items are intended to identify specific matters. If you desire detailed information concerning any subject matter itemized within this agenda, you are encouraged to call the Finance Department at (775) 887-2133. You are encouraged to attend this meeting and participate by commenting on any agenda item.

Notice to persons with disabilities: Members of the public who are disabled and require special assistance or accommodations at the meeting are requested to notify the Finance Department in writing at 201 North Carson Street, Carson City, NV 89701, or by calling (775) 887-2133 at least 24 hours in advance.

To request a copy of the supporting materials for this meeting contact Maria Diaz at mdiaz@carson.org or call (775) 877-2133.

PLEASE NOTE: Posting on Carson City's website of supporting materials for its public meetings, other than such postings pertinent to the Other Post Employment Benefits Trust Fund Board of Trustees meetings, is not required. The posting of supporting materials on the City's website is a courtesy and no rights are thereby bestowed. Late materials or materials distributed during the public meeting will be incorporated into the public record and can be made available upon request.

This agenda and backup information are available on the City's website at www.carson.org/agendas and at the Finance Department - 201 N. Carson Street, Ste 3, Carson City, Nevada (775) 887-2133.

In accordance with NRS 241.020, this notice has been posted before 9:00 a.m. three working days before the day of the meeting at the following locations:

Carson City Library 900 North Roop Street
City Hall 201 North Carson Street
Community Center 851 East William Street
Community Development Permit Center 108 East Proctor Street
<https://notice.nv.gov>
www.carson.org/agendas

**CARSON CITY OTHER POST EMPLOYMENT BENEFITS TRUST FUND
BOARD OF TRUSTEES (OPEB)
Minutes of the June 16, 2021 Meeting
Page 1**

A regular meeting of the Carson City Other Post Employment Benefits Trust Fund Board of Trustees was scheduled for 1:30 p.m. on Wednesday, June 16, 2021 in the Community Center Robert “Bob” Crowell Board Room, 851 East William Street, Carson City, Nevada.

PRESENT: Sheri Russell, Chairperson
Beth Huck, Vice Chairperson

STAFF: Pamala Ganger, Deputy Chief Financial Officer
Mihaela Neagos, Deputy District Attorney
Danielle Howard, Public Meetings Clerk

NOTE: A recording of these proceedings, the board’s agenda materials, and any written comments or documentation provided to the Clerk, during the meeting, are part of the public record. These materials are available for review, in the Clerk’s Office, during regular business hours.

1 - 2. CALL TO ORDER AND ROLL CALL

(1:31:19) – Chairperson Russell called the meeting to order at 1:31 p.m. Roll was called, and a quorum was present. Trustee Devall was absent for this meeting.

3. PUBLIC COMMENT

(1:31:43) – Chairperson Russell entertained public comments; however, none were forthcoming. She also introduced Lee Plemel as the incoming OPEB Trustee.

4. FOR POSSIBLE ACTION: APPROVAL OF MINUTES – FEBRUARY 17, 2021

(1:32:04) – Chairperson Russell entertained corrections and/or a motion.

(1:32:15) – MOTION: Vice Chairperson Huck moved to approve the minutes of the February 17, 2021 meeting. Chairperson Russell seconded the motion. Motion carried 2-0-0.

5. AGENDA ITEMS:

5.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE OPEB TRUST EARNINGS REPORT FOR THE NINE MONTHS ENDED MARCH 31, 2021.

(1:32:43) – Chairperson Russell introduced the item. Ms. Ganger presented the report, which is incorporated into the record, and entertained questions; however, none were forthcoming.

**CARSON CITY OTHER POST EMPLOYMENT BENEFITS TRUST FUND
BOARD OF TRUSTEES (OPEB)
Minutes of the June 16, 2021 Meeting
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(1:34:49) – MOTION: Vice Chairperson Huck moved to approve the OPEB Trust Earnings Report for the nine months ended March 31, 2021. Chairperson Russell seconded the motion. Motion carried 2-0-0.

5.B FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE OPEB TRUST ACTIVITY FOR THE NINE MONTHS ENDED MARCH 31, 2021.

(1:35:07) – Chairperson Russell introduced the item. Ms. Ganger presented the Monthly Reconciliation, which is incorporated into the record. She entertained questions and, when none were forthcoming, Chairperson Russell entertained a motion.

(1:37:34) – MOTION: Vice Chairperson Huck moved to approve the OPEB Trust Activity for the nine months ended March 31, 2021. Chairperson Russell seconded the motion. Motion carried 2-0-0.

6. FOR INFORMATION ONLY: FUTURE MEETING DATE

(1:37:48) – Chairperson Russell introduced the item. The Board agreed on the recommended date Tuesday, August 24, 2021 at 1:30 p.m.

7. PUBLIC COMMENT

(1:38:32) – Chairperson Russell entertained public comments; however, none were forthcoming.

8. FOR POSSIBLE ACTION: TO ADJOURN

(1:38:38) – Chairperson Russell adjourned the meeting at 1:38 p.m.

The Minutes of the June 16, 2021 Carson City Other Post Employment Benefits Trust Fund Board of Trustees regular meeting are so approved on this 24th day of August 2021.

Other Post Employment Benefits Trust Fund Board of Trustees Agenda Item Report

Meeting Date: August 24, 2021

Submitted by: Pam Ganger

Submitting Department: Finance

Item Type: Formal Action / Motion

Agenda Section:

Subject:

For Possible Action: Discussion and possible action regarding the OPEB Trust earnings report for the twelve months ended June 30, 2021.

Staff Summary: Carson City staff will present the Trust's earnings activity in the Carson City Investment Pool and Retirement Benefits Investment Fund for the twelve months ended June 30, 2021.

Suggested Action:

I move to approve the OPEB Trust earnings report for the twelve months ended June 30, 2021.

Attachments:

[SR_-_Earnings_Report.docx](#)

[Earnings Report FY21.pdf](#)

**Carson City Other Post-Employment Benefits (OPEB) Trust Fund
Staff Report**

Date Submitted: 8/10/2021

Agenda Date Requested: 8/24/2021

To: Board of Trustees

From: Pamala Ganger, Deputy Chief Financial Officer

Subject Title: For Possible Action: Discussion and possible action regarding the OPEB Trust earnings report for the twelve months ended June 30, 2021.

Staff Summary: Carson City staff will present the Trust's earnings activity in the Carson City Investment Pool and Retirement Benefits Investment Fund for the twelve months ended June 30, 2021.

Agenda Action: Formal Action/Motion

Time Requested: 5 Minutes

Recommended Trust Action: I move to approve the OPEB Trust earnings report for the twelve months ended June 30, 2021.

Explanation for Recommended Action: See Staff Summary

Applicable Statute, Code, Policy, Rule or Regulation: None

Financial Information:

Is there a fiscal impact? No

If yes, account name/number: N/A

Is it currently budgeted? No

Explanation of Fiscal Impact: N/A

Alternatives: N/A

Board Action Taken:

Motion: _____

	Member	Aye/Nay
1)	_____	_____
2)	_____	_____
3)	_____	_____
4)	_____	_____
5)	_____	_____

(Vote Recorded By)

CARSON CITY OPEB TRUST FUND
EARNINGS REPORT
June 30, 2021

	Interest Earnings		Gains/Losses		Fees	
Carson City Investment						
	Pool	RBIF	RBIF	RBIF		Total Earnings
July-20	\$ 291.64	\$ 2,668.79	\$ 63,340.13	\$ (21.08)	\$	66,279.48
August-20	118.84	3,265.05	88,717.97	(86.46)		92,015.40
September-20	150.59	3,291.30	(52,919.65)	(22.80)		(49,500.56)
October-20	47.56	2,127.22	(43,887.63)	(39.68)		(41,752.53)
November-20	76.96	3,013.79	159,712.29	(24.60)		162,778.44
December-20	131.42	2,726.51	58,644.94	(32.55)		61,470.32
January-21	34.26	1,864.44	(17,786.79)	(23.56)		(15,911.65)
February-21	66.27	2,903.55	38,198.29	(150.89)		41,017.22
March-21	127.01	4,371.26	56,018.91	(24.82)		60,492.36
April-21	38.98	3,078.90	74,265.84	(24.90)		77,358.82
May-21	44.66	4,396.56	24,224.12	(91.76)		28,573.58
June-21	210.81	2,807.45	17,559.98	(56.02)		20,522.22
	<u>1,339.00</u>	<u>36,514.82</u>	<u>466,088.40</u>	<u>(599.12)</u>		<u>503,343.10</u>
Fair Market Value Adjustment	-					-
	<u>1,339.00</u>					<u>503,343.10</u>
Investment Expense	-					-
	<u>\$ 1,339.00</u>					<u>\$ 503,343.10</u>

Other Post Employment Benefits Trust Fund Board of Trustees Agenda Item Report

Meeting Date: August 24, 2021

Submitted by: Pam Ganger

Submitting Department: Finance

Item Type: Formal Action / Motion

Agenda Section:

Subject:

For Possible Action: Discussion and possible action regarding the OPEB Trust activity for the twelve months ended June 30, 2021.

Staff Summary: Carson City staff will present Trust activity for the twelve months ended June 30, 2021.

Suggested Action:

I move to approve the OPEB Trust activity for the twelve months ended June 30, 2021.

Attachments:

[SR_ - Quarterly Trust Activity.docx](#)

[OPEB Monthly Reconciliation FY21.pdf](#)

**Carson City Other Post-Employment Benefits (OPEB) Trust Fund
Staff Report**

Date Submitted: 8/10/2021

Agenda Date Requested: 8/24/2021

To: Board of Trustees

From: Pamala Ganger, Deputy Chief Financial Officer

Subject Title: For Possible Action: Discussion and possible action regarding the OPEB Trust activity for the twelve months ended June 30, 2021.

Staff Summary: Carson City staff will present Trust activity for the twelve months ended June 30, 2021.

Agenda Action: Formal Action/Motion

Time Requested: 5 Minutes

Recommended Trust Action: I move to approve the OPEB Trust activity for the twelve months ended June 30, 2021.

Explanation for Recommended Action: See Staff Summary

Applicable Statute, Code, Policy, Rule or Regulation: None

Financial Information:

Is there a fiscal impact? No

If yes, account name/number: N/A

Is it currently budgeted? No

Explanation of Fiscal Impact: N/A

Alternatives: N/A

Board Action Taken:

Motion: _____

	Member	Aye/Nay
1)	_____	_____
2)	_____	_____
3)	_____	_____
4)	_____	_____
5)	_____	_____

(Vote Recorded By)

CARSON CITY OPEB TRUST FUND
MONTHLY RECONCILIATION
June 30, 2021

	Revenues				Expenses					Monthly P&L
	PERS Withheld	City Subsidy	Retiree Pay	TOTAL	Medical	Dental	Vision	Life & AD&D	TOTAL	
Jul-20	53,397.78	71,848.38	3,354.30	128,600.46	119,002.97	9,060.15	853.19	316.91	129,233.22	(632.76)
Aug-20	54,566.12	74,440.51	3,296.71	132,303.34	122,444.27	9,130.94	872.99	315.29	132,763.49	(460.15)
Sep-20	54,201.48	75,576.18	3,919.23	133,696.89	123,343.19	9,134.19	883.80	328.19	133,689.37	7.52
Oct-20	53,825.41	75,954.15	3,450.08	133,229.64	123,343.19	9,114.03	879.95	320.41	133,657.58	(427.94)
Nov-20	54,197.28	76,821.69	3,439.48	134,458.45	123,673.51	9,159.50	879.95	322.46	134,035.42	423.03
Dec-20	53,043.92	76,269.50	3,447.43	132,760.85	123,104.91	9,105.52	875.73	326.31	133,412.47	(651.62)
Jan-21	53,171.60	77,381.76	3,447.43	134,000.79	123,104.91	9,132.51	879.58	323.43	133,440.43	560.36
Feb-21	53,108.25	77,749.37	3,447.43	134,305.05	124,407.46	9,122.44	883.59	327.28	134,740.77	(435.72)
Mar-21	53,032.40	78,293.49	3,447.43	134,773.32	124,537.61	9,049.98	875.52	326.26	134,789.37	(16.05)
Apr-21	51,927.72	76,854.13	3,819.30	132,601.15	121,792.48	9,013.02	872.04	315.09	131,992.63	608.52
May-21	52,115.89	75,503.14	3,447.43	131,066.46	121,128.46	8,967.55	857.01	317.33	131,270.35	(203.89)
Jun-21	52,376.09	76,266.09	3,447.43	132,089.61	121,510.25	8,940.56	868.19	315.09	131,634.09	455.52
Prepays			3,267.78	3,267.78		-	-	-	-	3,267.78
City Contribution		270,000.00							-	-
TOTALS	638,963.94	1,182,958.39	45,231.46	1,597,153.79	1,471,393.21	108,930.39	10,481.54	3,854.05	1,594,659.19	2,494.60
								Interest Income		503,343.10
								City Deposit to OPEB Trust		270,000.00
								Audit Fees		-
								Deferred Revenue		(3,267.78)
										<u>772,569.92</u> Current Year Earnings
ASSETS										
								Cash	2,666,639.09	6/30/2021
								Receivable	-	
								Prepaid	-	Vision, Dental, Life & AD&D
								TOTAL ASSETS	<u>2,666,639.09</u>	
LIABILITIES & NET POSITION										
								Deferred/Unearned Revenue	3,267.78	Prepaid Premiums
								Accounts Payable	-	Vision, Dental, Life & AD&D
								Beginning Fund Balance	<u>1,890,801.39</u>	
								Current Year Net Earnings	<u>772,569.92</u>	
								TOTAL LIABILITIES & NET POSITION	<u>2,666,639.09</u>	
										-