

CITY OF ATLANTA POLICE OFFICERS'  
DEFINED BENEFIT PENSION  
ADMINISTRATIVE COMMITTEE MEETING  
December 13, 2023  
Atlanta City Hall, Committee Room 1  
11:00 A.M. – 12:00 P.M.

---

**Committee Members**

Rick “Bud” Light	Chairman	Present
Ken Allen	Retiree Representative	Present
Clint Myers	Active Representative	Present
Youlanda Carr	CFO Designee, City of Atlanta	Present
Tarlesha Smith	HR Commissioner, City of Atlanta	Present

**Others Present**

Mary Shah	Strategic Benefits Advisors, Inc.
Lori Pocock	Strategic Benefits Advisors, Inc.
Chelsea Deppert	Morris, Manning & Martin
Eric Dec	Legal Department, City of Atlanta
Marlo Crossley	Finance Department, City of Atlanta
Pamela Goins	Finance Department, City of Atlanta
Agatha Hector	Pension Department, City of Atlanta
Amanda Rouser	Pension Department, City of Atlanta
Rosie Woods	Pension Department, City of Atlanta
Michael Naftaniel	Employee Benefits Director, City of Atlanta
Lt. Melissa Wessels	Atlanta Police Department

**I. CALL TO ORDER**

Chairman Rick ‘Bud’ Light called the meeting to order at 11:02 a.m. Chairman Light indicated that a quorum was present for the meeting. It was noted the meeting was being held both in-person and by Webex Teleconference.

**II. ADOPTION OF THE AGENDA**

**A motion was made by Mr. Allen to approve the Agenda as presented and the motion was seconded by Ms. Smith. The motion carried unanimously and the Agenda was approved.**

**III. MINUTES**

The Committee Members reviewed the Minutes of the October 19, 2023 Police Officers’ Defined Benefit Administrative Committee Meeting, which were distributed in advance and reviewed by Counsel.

**With there being no changes or modifications, a motion was made by Mr. Allen to adopt the Minutes of the October 19, 2023 meeting as presented and the motion was seconded by Mr. Myers. The motion carried unanimously and the October Meeting Minutes were adopted.**

#### **IV. ADMINISTRATIVE MANAGERS' REPORT**

##### **Service Pension Applications**

Ms. Shah presented three (3) Service Pension Applications to the Committee for approval from the November package.

**A motion was made by Mr. Myers and seconded by Mr. Allen to approve the three (3) Service Pension Applications on the attached spreadsheet for the month of November 2023. The motion carried unanimously and the November Service Pension Applications were approved.**

Ms. Shah presented four (4) Service Pension Applications to the Committee for approval from the December package.

**A motion was made by Mr. Allen and seconded by Ms. Smith to approve the four (4) Service Pension Applications on the attached spreadsheet for the meeting date of December 13, 2023. The motion carried unanimously and the December Service Pension Applications were approved.**

##### **Beneficiary Pension Applications**

Ms. Shah presented two (2) Beneficiary Pension Applications to the Committee for approval from the December package.

**A motion was made by Mr. Myers and seconded by Mr. Allen to approve the two (2) Beneficiary Pension Applications on the attached spreadsheet for the meeting date of December 13, 2023. The motion carried unanimously and the December Beneficiary Pension Applications were approved.**

##### **Lump Sum Applications**

Ms. Shah presented five (5) lump sum applications from November and four (4) lump sum applications from December for informational purposes only. Mr. Myers asked SBA to verify the Classification for Mackenson Masadieou who is listed on the December list as a Police Sergeant, but has only 0.5000 years of service.

##### **Financial Statement**

Ms. Shah presented the October 2023 unaudited financial statements prepared by SBA. Ms. Carr stated that the change in employer contributions between October and prior months was due to an adjustment to make sure the City met the actuarially determined contribution by the end of the fiscal year. She also noted the change in unrealized gains and losses due to market volatility. Ms. Carr also stated that the changes in the Investment Management accounts are due to the timing of Investment Manager fee invoices.

Invoices for Approval

Ms. Shah presented the November and December invoices for approval and Ms. Carr noted that finance has reviewed and approved the November and December invoices. Mr. Dec reviewed and approved the Morris, Manning & Martin invoices.

**Following a complete review of the November and December disbursements, a motion was made by Mr. Allen and seconded by Mr. Myers to approve the November 2023 and the December 2023 invoices. The motion carried unanimously and the November and December invoices were approved.**

With no further questions or discussion, the Administrative Managers' Report was concluded and accepted as informational.

**V. ATTORNEY'S REPORT**

Mr. Dec did not have anything to report at this time.

Ms. Deppert did not have anything to report at this time.

**VI. NEW BUSINESS**

2024 COLA

Ms. Shah reported on the COLA letter in the meeting package and stated that most retirees will get a 3% COLA based on their date of retirement. Those who retired May 2023 and later will get a pro-rated amount for 2024.

**A motion was made by Mr. Allen to accept the 2024 COLA from Chuck Carr as presented and the motion was seconded by Mr. Myers. The motion carried unanimously and the 2024 COLA rates were approved.**

Chairman Light asked to add a topic to New Business regarding a quarterly or semi-annual newsletter for pension plan participants. There was discussion about the frequency and content for the letter amongst the Committee members. Ms. Smith noted that her team is launching an HR Newsletter for Public Safety and General employees. Mr. Naftaniel asked if SBA could help collaborate on content and Ms. Shah agreed SBA could assist, but the group would need to agree on timing of the newsletter. Mr. Myers suggested having a single letter, with separate sections for active employees and retirees.

**VII. OLD BUSINESS**

Summary Plan Description

Ms. Shah stated that SBA is working with Morris, Manning & Martin on updates to the summary plan description document and will aim to present those updates at the February meeting. The team is working to take out information on old groups and their associated provisions to simplify the document

and maximize readability.

Plan for Employees hired in September and October 2011

Ms. Shah noted that SBA mailed packets at the end of October to offer approximately 20 employees a one-time option to move back to their original plan. Chairman Light thanked Lt. Wessels for reaching out to everyone in this group and Lt. Wessels added that all participants have been contacted and everyone understands their options.

Beneficiary Coverage for Employees with Dependents or Married

Ms. Shah reported that the 2024 open enrollment period has been completed and SBA is working on a cross reference to see if anyone who has a 12% pension employee contribution rate also elected beneficiary coverage in one of the Health plans.

Additional Items

Chairman Light noted that Ms. Shah had sent an email to the Board that provided an update on police personnel and their rank which was current as of the last payroll of November. The Committee discussed staffing levels and ratios of supervisory personnel as well as the duties of the current supervisors. Ms. Smith added that HR is currently reviewing job classifications and associated duties and is working to fill the empty officer seats.

**VIII. QUESTIONS AND COMMENTS FROM AUDIENCE**

There were no comments from the audience.

**IX. DATE OF NEXT MEETING**

The next meeting is scheduled to be held February 15, 2024 at 12:00 p.m. at City Hall in Committee Room 2.

**X. ADJOURNMENT**

With there being no further business to be brought before the Committee at this time, **a motion was made by Mr. Allen and seconded by Mr. Myers to call for adjournment at 11:50 a.m. This motion passed unanimously and the meeting was adjourned.**

**City of Atlanta Police Officers'  
Defined Benefit Pension Administrative Committee Meeting Minutes  
December 13, 2023**

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Richard Light', written over a horizontal line.

Richard 'Bud' Light, Chairman

These Minutes were adopted on February 15, 2024.