

September 14, 2020

Chris Andrew, President
Robert Knaggs, Vice President
Sacramento Area Firefighters, Local 522
3720 Folsom Boulevard
Sacramento, California 95816

Larry Menth, Senior Labor Relations Consultant
Mastagni Holstedt, APC.
1912 I Street
Sacramento, California 95811

Re: Letter of Understanding – City of Sacramento 457(b) Plan Administrative Fee

Dear Messrs. Andrew, Knaggs, and Menth:

This letter confirms the agreement reached between the City of Sacramento (City) and the Sacramento Area Firefighters, Local 522 (Local 522) regarding a new administrative fee for the City of Sacramento's 457(b) plan (the Plan).

The City will establish the administrative fee as soon as administratively feasible, following the adoption of an updated Personnel Resolution Covering Unrepresented Officers and Employees by the City Council and the execution of letters of understanding from each recognized employee organization with terms similar to this agreement. The administrative fee will require each Local 522 member who participates in the Plan to contribute one dollar and fifty cents (\$1.50) per month from their plan balance to the Plan's administrative allowance account. Funds accumulated by the administrative fee will be utilized as prescribed in the Defined Contribution Plans Committee's Fee and Expense Policy.

Sincerely,



Aaron A Donato (Sep 14, 2020 15:25 PDT)

Aaron Donato
Labor Relations Manager

FOR THE CITY:



[Howard Chan \(Oct 2, 2020 18:12 PDT\)](#)

Howard Chan
City Manager



Shelley Banks-Robinson
Director of Human Resources

FOR THE ASSOCIATION:



[Chris Andrew \(Sep 26, 2020 17:39 PDT\)](#)

Chris Andrew
President



Robert Knaggs
Vice President



[Larry Menth \(Sep 17, 2020 16:21 PDT\)](#)

Larry Menth
Senior Labor Relations Consultant

Approved as to form:



[Brett M. Witter \(Sep 30, 2020 14:32 PDT\)](#)

Brett M. Witter
Supervising Deputy City Attorney