

**OFFICE OF THE MAYOR
TULSA, OKLAHOMA**

EXECUTIVE Order No. 2021-01

**AMENDING AND RESTATING EXECUTIVE ORDER NO. 99-3 CREATING
THE DEFERRED COMPENSATION BOARD OF TRUSTEES**

WHEREAS, Executive Order 99-3 created the Deferred Compensation Board of Trustees;

WHEREAS, by way of this new Executive Order, Executive Order 99-3 is being amended to update the Board composition and staff support titles;

NOW THEREFORE, by virtue of the power vested in me as Mayor of the City of Tulsa it is hereby ordered:

Section 1. Purpose. A Deferred Compensation Board of Trustees is established to be responsible for policies and regulations for the administration of the City's Deferred Compensation program.

The Board of Trustees will ensure that the Deferred Compensation plans are administered in accordance with applicable state and federal statutes and regulations. The Board of Trustees will employ advisors, approve expenditures and act as an appeal board for participants who have plan complaints. It shall be responsible for appointing a subcommittee to oversee the authorization of Deferred Compensation hardship withdrawal requests.

The Deferred Compensation Board of Trustees will be responsible for the policies and rules for the general administration of the Deferred Compensation program.

The Board of Trustees will make recommendations to the Mayor based on majority vote of a quorum of the membership of the Board of Trustees. A quorum shall be five (5) members of the Board of Trustees.

The Mayor may accept, reject or modify the recommendation(s) submitted by the Board of Trustees.

Section 2. Deferred Compensation Board of Trustees. The Board of Trustees shall consist of the following voting members:

- A. 1 member, as Chairperson, that is the City of Tulsa Personnel Director or designee from the Human Resources Department.
- B. 1 member who is Director of Finance
- C. 2 members from AFSCME, Local 1180 with 1 of those 2 members being an LT and 1 being either an EC, AT, OT, IT or IS.

- D. 1 member from the Firefighters, Local 176
- E. 1 member from the Fraternal Order of Police, Lodge 93
- F. 3 at-large members familiar with financial investments selected and appointed by the Mayor to serve at his pleasure

Section 3. Staff Support for the Board of Compensation Trustees

- Recording Secretary
- Retirement System Coordinator
- Consultants, as needed
- Legal Representative
- Finance/Budget Representatives

Section 4. Meetings. The Board of Trustees shall meet at least quarterly. However, special meetings may be called at discretion of chairperson.

Section 5. Administration of Benefit Plans. The daily administrative activities of all employee benefits set forth above shall be performed by the Retirement Services Section within the Human Resources Department.

Section 6. Conflicting Executive Orders. This Executive Order supersedes Executive Order 99-3 and all conflicting executive orders.

Section 7. Effective Date. This order shall be effective on the 31st day of March, 2021.



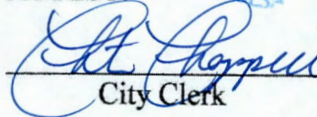


Mayor

DATED: _____

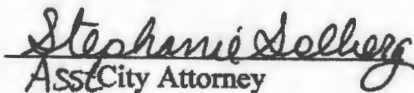
MAR 31 2021

ATTEST:



City Clerk

APPROVED:



ASST City Attorney