

City of Sacramento
Defined Contribution Plans Committee Report
915 I Street Sacramento, CA 95814
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File ID: 2026-01180

6/17/2026

2026 National Association of Government Defined Contribution Administrators (NAGDCA) Conference Additional Expenditures

File ID: 2026-01180

Location: Citywide

Recommendation: Pass a **Motion** approving use of Administrative Allowance Account funds for additional expenses associated with 2026 NAGDCA conference attendees participating in pre-conference sessions on September 27, 2026.

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Presenter: Samantha Hardy, Interim Director, (916) 808-7657, shardy@cityofsacramento.org, Department of Human Resources

Attachments:

1-Description/Analysis

Additional Description/Analysis

Issue Detail: At the March 18, 2026, meeting the Committee approved up to five Committee members to attend the 2026 NAGDCA Conference in Orlando, Florida. The cost of attending the conference is paid from the Administrative Allowance Account.

NAGDCA is offering two pre-conference workshops on Sunday, September 27, 2026:

Fundamentals of Public Sector DC Plans

This interactive workshop provides a practical foundation in governmental defined contribution plans. Participants will explore how plans are structured, governed, and managed, with a focus on key concepts like plan design, fiduciary responsibilities, investments, and service providers. Through discussion and guided examples, attendees will gain a clearer framework for understanding how these elements work together to support participant outcomes.

Strategic Communications for DC Plans

This interactive workshop focuses on the why and how behind effective participant communications. Attendees will explore how to develop thoughtful strategies, align messaging with plan goals, and make informed decisions about communication approaches. Through discussion and shared insights, participants will walk away with a stronger framework for building more intentional and effective communications.

To attend a pre-conference session on September 27, 2026, attendees will need to travel to Orlando one day earlier than originally estimated, based on available flight options from Sacramento to Orlando. This will result in additional costs for one hotel night, meals, and incidentals.

At this time, attendees include Murray Levison, Chee Khang, Jeremy Gardella, and Matt Anderson. The approved conference budget included up to five attendees. The hotel cost per night is \$229 plus taxes and fees. Three of the four attendees have selected a pre-conference session.

The increased cost for an additional hotel night, meals, and incidentals is expected to remain within the original estimated budget for this year's conference. However, because participation in the pre-conference sessions was not discussed at the March meeting, staff request the Committee pass a motion approving the additional expenses from the Administrative Allowance Account for 2026 NADGCA conference attendees to participate in pre-conference sessions on September 27, 2026.

Policy Considerations: None.

Economic Impacts: None.

Environmental Considerations: The proposed action is not subject to the California Environmental Quality Act (CEQA) because it is not a "project" as defined in Section 15378 of the CEQA Guidelines.

Sustainability: None.

Commission/Committee Action: None.

Rationale for Recommendation: The Fee and Expense Policy Statement outlines qualified expenses for use of funds in the administrative allowance account, and expenses for attending the NAGDCA conference are permitted.

Financial Considerations: Not applicable.

Local Business Enterprise (LBE): Not applicable.