



BOARD OF ADMINISTRATION

Meeting Minutes - Final Police & Fire Department Retirement Plan and Health Care Trust

Thursday, February 1, 2024

9:00 AM

City Hall, Wing Rooms 118-120
200 E. Santa Clara St. San Jose, CA 95113

HYBRID MEETING

PHYSICAL LOCATION:

City Hall, Wing Rooms 118-120, 200 E. Santa Clara St. San Jose, Ca 95113

ZOOM INFORMATION:

zoom.us

Dial In: +1 669 900 9128 US (San Jose)

Meeting ID: 915 2635 8249

Pass Code: 804292

Franco Vado, Chair, Police Retiree Rep (Term Expires 11/30/24)
Sunita Ganapati, Vice-Chair, Public Member (Term Expires 11/30/26)
Andrew Gardanier, Trustee, Fire Active Rep (Term Expires 11/30/27)
David Kwan, Trustee, Public Member (Term Expires 11/30/24)
Howard Lee, Trustee, Public Member (Term Expires 11/30/26)
Eswar Menon, Trustee, Public Member (Term Expires 11/30/26)
Richard Santos, Trustee, Fire Retiree Rep (Term Expires 11/30/26)
Dave Wilson, Trustee, Police Active Rep (Term Expires 11/30/25)
Vacant, Trustee, Public Member

Pam Foley, City Council Liaison to the Board

Maytak Chin, General and Fiduciary Counsel

Roberto L. Peña, CEO, Office of Retirement Services

Present: 8 - David Kwan, Sunita Ganapati, Dave Wilson, Franco Vado, Howard Lee,
Eswar Menon, Richard Santos and Andrew Gardanier

The Board of Administration of the Police and Fire Department Retirement Plan and Health Care Trust met in person at City Hall Wing Rooms 118-120 and via Zoom on Thursday, February 1, 2024, at 9:00 a.m. Chair Vado called the Pension Plan and Health Care Trust meeting to order at 9:02 a.m. followed by roll call.

Board Members Present: Franco Vado, Sunita Ganapati, Richard Santos, Dave Wilson, David Kwan, Eswar Menon, and Andrew Gardanier.

Trustee Howard Lee arrived at 9:07 a.m.

Retirement Staff Present: Roberto L. Peña, Prabhu Palani, Barbara Hayman, Jay Kwon, Eric Tsang, Harrison Pearce, Christina Wang, Ron Kumar, Benjie Chua-Foy, Chris Ha, Edith Aldama, Sherrell Aledo, and Cynthia Ayala.

Retirement Staff Present via Zoom: Ellen Lee, Shilpi Dwivedi, Houman Boussina, David Aung, Dhinesh Ganapathiappan, Sandra Castellano, Linda Alexander, Veronica Solorio, and Deborah Sattler.

Also Present: Pam Foley, Council Liaison; Cheryl Parkman, OER; Bill Hallmark and Taylor Stevens, Cheiron; Drew Lanza, Public Attendee; and Maytak Chin, General and Fiduciary Counsel.

Also Present via Zoom: Laura Wirick, Jared Pratt and Ian Schirato, Meketa Investment Group; Kevin Baload, Journalist; Harvey Leiderman, Public Attendee; Ruth A. Callahan, Public Attendee; Victor Polverino, Disability Applicant; Bryan Lorenz, Risk Strategies; and Joe Ebisa, Journalist.

ADA ALERT

In accordance with the requirements of AB 2449, the Board of Administration (“Board”) will generally, upon request, provide appropriate aids and services leading to effective communication for individuals with disabilities so they can participate equally in the Board’s meetings, including qualified sign language interpreters, documents in Braille, and other ways of making information and communications accessible to people who have speech, hearing, vision or other disabilities.

Anyone who requires an auxiliary aid or service for effective communication to participate in a Board meeting should contact the designated contact in Office of Retirement Services as far in advance of the scheduled meeting as possible. The Board strongly encourages individuals with disabilities to endeavor to submit requests for reasonable accommodation no later than five (5) business days before the scheduled meeting, as the Board may not be able to grant requests for reasonable accommodations without sufficient advance notice. The Board strongly encourages individuals with disabilities to submit their written requests via email or regular mail to facilitate tracking and response; however, if the submission of a written request constitutes a hardship, individuals may call the Office of Retirement Services to submit an oral request.

The designated contact in the Office of Retirement Services will endeavor to respond to each request within three (3) business days of receipt of the request. Depending on the request, the designated contact in the Office of Retirement Services may ask to schedule a time to discuss the request (which may occur virtually) to determine the most appropriate auxiliary aid or service, before the request is resolved.

ADA Designated Contact Information

Attention: Deputy Director/Chief Operations Officer, Office of Retirement Services
Address: 1737 N First St #600, San Jose, CA 95112
Email: #Retire_Admin@sanjoseca.gov
Phone: 408-794-1000 (ORS Main Line)

THE LEVINE ACT

Senate Bill 1439 (“Levine Act”) amended Government Code Section 84308 and requires disclosure and recusal by a local elected official and some members of boards and commissions if they receive campaign contributions over \$250 from a party, a participant with a financial interest in a proceeding, or their respective agents. The Levine Act was an anti-corruption law intended to curb “pay-to-play” and enhance public trust so that decision-makers can maintain their independence from the influence of donations for political campaigns. SB 1439 expanded the scope from state agency appointees or appointed local officials to include local elected officials. Please visit <https://www.sanjoseca.gov/your-government/appointees/city-clerk/levine-act> for updated forms and information.

AB 2449 REMOTE APPEARANCE(S)

a. Just Cause Circumstance(s) (Gov’t Code § 54953)

- i. The following Trustee(s) have notified the Board of a “Just Cause” to attend this meeting via teleconference.

NONE

- ii. Call for Trustee(s) who wish to notify the Board of a “Just Cause” to attend this meeting via teleconference.

b. Emergency Circumstance(s) (Gov't Code § 54953)

- i. The following Trustee(s) have requested the Board approve their attendance of this meeting via teleconference due to an "Emergency Circumstance."

NONE

- ii. Call for Trustee(s) requesting the Board approve their attendance of this meeting via teleconference due to an "Emergency Circumstance."
- iii. Take action on request(s) for remote appearance.

AGENDA

CALL TO ORDER AND ROLL CALL

CEREMONIAL ITEM

- a. Presentation of a commendation to Drew Lanza for his service as Board Chair and Trustee of the Police & Fire Retirement Plan's Board of Administration.

This item was heard after the Board's vote to waive sunshine. Chair Vado presented the commendation to Drew Lanza for his service. Drew Lanza said a few comments and thanked the Board. The Board, CIO Palani and CEO Peña said a few kind words.

The Board took a break from 9:22 a.m. to 9:28 a.m.

CLOSED SESSION

CLOSED SESSION AGENDA ITEMS WILL BE HEARD AT 9:00 A.M.

I. CLOSED SESSION NEW BUSINESS/CONTINUED-DEFERRED ITEMS

The Board entered into Closed Session at 9:28 a.m.

- A. CLOSED SESSION: PUBLIC EMPLOYEE PERFORMANCE EVALUATION PURSUANT TO GOVERNMENT CODE SECTION 54957(b)(1). Chief Executive Officer and counsel.**

Counsel Chin of Reed Smith LLP recused herself from this agenda item.

There was no reportable action for this item from Closed Session.

The Board came out of Closed Session at 10:14 a.m.

OPEN SESSION - will reconvene following Closed Session, estimated to be 9:30 a.m.

Open Session re-convened at 10:15 a.m.

• **ORDERS OF THE DAY**

Orders of the Day was heard before the Ceremonial item.

ORDERS OF THE DAY:

• None.

WAIVE SUNSHINE:

This item was heard immediately after roll call attendance.

A motion was made to waive sunshine on the attachment for item 7.5c.

Approved. (M.S.C. Gardanier/Santos 8-0-0).

• **PUBLIC/RETIREE/GENERAL COMMENTS - Not Related to A Specific Agenda Item**

None.

1. **CONSENT CALENDAR**

The Consent Calendar was heard after Closed Session.

A motion was made to approve the Consent Calendar.

Approved. (M.S.C. Santos/Wilson 8-0-0).

1.1 **Approval for a Change in Status to Service-Connected Disability Retirement**

- a. **William Becerra**, Police Officer, Police Department, Request for Change in Status to Service-Connected Disability Retirement, effective January 11, 2020; 25.05* years of service.
(Disability Committee Recommendation: Approval)
- b. **Craig Black**, Fire Engineer, Fire Department, Request for Change in Status to Service-Connected Disability Retirement, effective May 13, 2023; 22.57* years of service.
(Disability Committee Recommendation: Approval)
- c. **Kevin Fittreau**, Police Officer, Police Department, Request for Change in Status to Service-Connected Disability Retirement, effective January 25, 2020; 27.56* years of service.
(Disability Committee Recommendation: Approval)

- d. **Tim Pedemonte**, Fire Captain, Fire Department, Request for Change in Status to Service-Connected Disability Retirement, effective August 22, 2020; 25.77* years of service. *(With Reciprocity - 21.75 CSJ YOS + 4.02 PERS YOS). (Disability Committee Recommendation: Approval)*

1.2 Approval Of Minutes

- a. Approval of the Board Minutes of January 4, 2024.

1.3 Approval Of Travel for Conferences and Due Diligence

- a. Andrew Gardanier, Trustee
- CALAPRS General Assembly 2024, Omni Rancho Las Palmas Resort, Rancho Mirage, California, March 2 - 5, 2024
- b. Prabhu Palani, CIO
- Milken Global Conference, Beverly Hills, California, May 5 - 8, 2024
- c. Roberto L. Peña, CEO
- CALAPRS Virtual Administrators Round Table online course, February 8, 2024

1.4 Return of Contributions - NONE

- a. Voluntary | Involuntary

1.5 Communication/Information

- a. Police and Fire Retirement System Dashboard.
- b. Approval of Police and Fire Department Retirement Plan's Popular Annual Financial Report (PAFR) for the year ended June 30, 2023.
- c. Report of the Monthly Board Expenses for December 2023. Receive and file.
- d. Q2 FY23-24 Budget to Actual Quarterly Budget Report.

1.6 Education and Training

- a. The Cortex Report - January 2024, Conferences, Seminars and Educational Programs.
- b. CALAPRS, General Assembly 2024, Omni Rancho Las Palmas Resort, Rancho Mirage, CA, March 2 - 5, 2024.
- c. CALAPRS, Advanced Principles of Pension Governance for Trustees, UCLA Luskin Conference Center, Los Angeles, CA, March 27 - 29, 2024.

1.7 Rescission Of Retirement Application

- a. Approval of request to rescind the Service Retirement application of **Brian R. Matchett**, Police Captain, approved at the January 4, 2024 Board meeting for the effective date of January 20, 2024.

1.8 Change of Retirement Application

- a. Approval for a change in effective date for **Gerald L. Kepler III**, Police Officer, Police Department, from January 20, 2024, to April 27, 2024, for a service retirement approved at the January 4, 2024 Board meeting.
- b. Approval for a change in effective date for **Robert Lang**, Police Lieutenant, Police Department, from January 20, 2024, to February 17, 2024, for a service retirement approved at the December 7, 2023 Board meeting.

2. INVESTMENTS

- a. Oral update by CIO, Prabhu Palani.

CIO Palani recommended Trustees and anyone interested to watch the investment presentations during the January Police & Fire and Federated Board meetings and updated the Board on the following unaudited estimated performance by Meketa Investment Group:

- For FYTD as of January 30, 2024, the Pension Plan was up 4.4%.
- For FYTD as of January 30, 2024, the Health Care Trust was up 4.12%.

3. OLD BUSINESS CONTINUED-DEFERRED ITEMS

- a. Discussion and action of standing committee assignments.

Chair Vado introduced the item and explained the committee assignment changes. Counsel Chin also added a few comments.

A motion was made to approve the following committee assignment changes: Trustee Wilson to serve on the Disability Committee, and Trustee Lee to replace Trustee Ganapati as Chair of

the Audit Committee after February 15, 2024 with Trustee Ganapati to remain on the Audit Committee.

Approved. (M.S.C. Santos/Wilson 8-0-0).

4. **NEW BUSINESS**

- a. Oral update by CEO, Roberto L. Peña.

CEO Peña updated the Board on the following:

- The 1099R forms have been mailed out.
- The Guarantee Purchasing Power (GPP) for 2023 will be paid this month.
- Cost of living adjustment payment will be reflected this month.
- Eligible Police and Fire retirees will receive annual Medicare B reimbursement letter.
- The City of San Jose IT Policy has been adopted by both Boards.
- The ORS IT Manager, Shilpi Dwivedi, was designated as the Cyber Security Manager for our office.
- There is an ongoing process to fill the Trustee vacancy.
- ORS was fully staffed this pay period.
- New ORS staff Veronica Solorio and Melissa Lopez were introduced.
- Senior Benefits Analyst, Han Van, will be leaving the City of San Jose this week.
- The ORS office will be closed on February 9, 2024 for Lunar New Year and February 19, 2024 for President's Day.

CEO Peña also answered questions from the Board regarding City's request for repayment of sick leave pay for members with disability retirements. Trustee Santos made a few comments. Chair Vado, Trustee Wilson and Counsel Chin addressed his comments.

- b. Oral update from the City Council Liaison to the Board.

City Council Liaison updated the Board on pending matters.

- c. Discussion and action on Final OPEB Valuation results as of June 30, 2023 to be presented by Cheiron.

Bill Hallmark and Taylor Stevens, Cheiron, presented the final OPEB Valuation results as of June 30, 2023.

A motion was made to approve the final OPEB Valuation results.

Approved. (M.S.C. Santos/Ganapati 8-0-0).

- d. Discussion on Cheiron's 5-Year City Pension and OPEB Contribution Projections.

Bill Hallmark, Cheiron, presented this item and answered questions from CEO Peña. CEO Peña thanked Mr. Hallmark for his presentations.

- e. Discussion and action on the selection process of plan actuary.

- i. Discussion and action on the timeline for the selection of plan actuary.
- ii. Discussion and action on the creation of an ad-hoc committee to interview finalists and make a recommendation to the Board on the finalists to be interview by the Board.

CEO Peña introduced this item. Benjie Chua-Foy, Division Manager, presented the selection process for the plan actuary and answered questions from the Board and Counsel Chin.

After discussion, a motion was made to extend the current plan actuary contract for one more year.

Approved. (M.S.C. Wilson/Ganapati 8-0-0).

- f. Discussion and action to authorize the CEO to negotiate and execute an agreement between the Board of Administration for the San Jose Police and Fire Department Retirement Plan and Risk Strategies for insurance brokerage services ending on June 30, 2028, for the maximum contract amount of \$300,000, to be split with the Board of Administration for the Federated City Employees' Retirement System.

Benjie Chua-Foy, Division Manager, presented the Risk Strategies agreement for insurance broker services and answered questions from the Board. Chair Vado thanked Ms. Chua-Foy for her presentations.

A motion was made to authorize the CEO to negotiate and execute an agreement between the Board of Administration for the San Jose Police and Fire Department Retirement Plan and Risk Strategies for a five year contract at a maximum of \$300,000 to be split 50/50 with Federated.

Approved. (M.S.C. Santos/Wilson 8-0-0).

5. RETIREMENTS

5.1 Service Retirements

Chair Vado read the Service Retirements into the record.

A motion was made to approve the Service Retirements.

Approved. (M.S.C. Santos/Wilson 8-0-0).

- a. **Brendan B. Kasten**, Fire Engineer, Fire Department, effective January 4, 2024; 25.81* years of service. *(With Reciprocity - 25.01 CSJ YOS + 0.80 PERS YOS)*

5.2 Deferred Vested

Chair Vado read the Deferred Vested Retirements into the record. Trustee Gardanier and Trustee Wilson said a few kind words.

A motion was made to approve the Deferred Vested Retirements.

Approved. (M.S.C. Santos/Wilson 8-0-0).

- a. **Terrence M. Craig**, Police Officer, Police Department, effective March 3, 2024; 20.15* years of service (FAS Only).
- b. **Antonio Figueroa**, Police Officer, Police Department, effective December 30, 2023; 30.03* years of service. *(With Reciprocity - 3.88 CSJ YOS + 26.15 PERS YOS)*

6. DEATH AND SURVIVORSHIP NOTIFICATIONS (Moment of Silence)

Chair Vado read the Death Notifications into the record and asked for a moment of silence for those who have served and passed away. Trustee Wilson and Trustee Santos said a few kind words.

- a. Notification of the death of **Roscoe Fanucchi**, Police Sergeant, retired January 16, 1982, died December 3, 2023. No survivorship benefits.
- b. Notification of the death of **John Livingstone**, Police Sergeant, retired August 19, 1986, died November 28, 2023. Survivorship benefits to Lou Ann Livingstone, spouse.
- c. Notification of the death of **Blaine Owens**, Fire Captain, retired August 3, 2000, died November 27, 2023. No survivorship benefits.
- d. Notification of the death of **Gregory J. Pinck**, Police Officer, retired October 9, 1979, died November 26, 2023. Survivorship benefits to Kathleen Pinck, spouse.
- e. Notification of the death of **David E. Tozer**, Police Officer, retired January 7, 2004, died January 13, 2024. Survivorship benefits to Suzanne Tozer, spouse.

7. COMMITTEE MINUTES, REPORTS and RECOMMENDATIONS

7.1 Investment Committee (Menon - CH/Gardanier/Ganapati/Lee)

Last Meeting: December 7, 2023

Next Meeting: February 20, 2024

- a. Oral update from the Chair of the Investment Committee.

There was no update.

7.2 Audit/Risk Committee (Ganapati - CH/Lee/Wilson)

Last Meeting: October 19, 2023

Next Meeting: February 15, 2024

- a. Oral update from the Chair of the Audit/Risk Committee.

There was no update.

7.3 Governance Committee (Vado - CH/Kwan/Santos)

Last Meeting: January 29, 2024

Next Meeting: March 7, 2024

- a. Oral update from the Chair of the Governance Committee.

Chair Vado updated the Board on matters regarding the last meeting.

- b. Minutes of the Governance Committee meeting from November 27, 2023. Receive and file.

The Minutes were received and filed.

- c. Discussion and action on proposed Board's policy on contracting and procurement for ORS operations.

Counsel Chin introduced this item and explained the recommendation from the Committee and answered questions from the Board. Trustee Santos thanked Counsel Chin and said a few comments. Vice-Chair Ganapati also said a few comments.

A motion was made to approve the delineation between when to follow City Policy and when to follow the Board's Policy for ORS operations regarding contracting and procurement issues, as stated on pages 3-4 of Attachment 2(a)(2) to the Agenda.

Approved. (M.S.C. Wilson/Kwan 8-0-0).

- d. Discussion and action on proposed Board's policy on oversight and monitoring of contractors.

Counsel Chin introduced this item.

This item was deferred to the next meeting pending requested changes to the policy from the Joint Governance Committee.

- e. Discussion and action on Board's policy on travel issues for trustees.

Counsel Chin introduced this item.

This item was deferred to the next meeting pending requested changes to the policy from the Joint Governance Committee.

- f. Discussion and action on adoption of City Policies.

Counsel Chin spoke to this item and explained the recommendations as presented in the matrix attached to the Agenda as Attachment 3a.

A motion was made to approve the recommendations as presented in the matrix attached to the Agenda as Attachment 3a.

Approved. (M.S.C. Ganapati/Wilson 8-0-0).

7.4 Disability Committee (Santos - CH/Vacant - Alts: Menon/Vado/Lee/Wilson)

Last Meeting: January 8, 2024

Next Meeting: February 5, 2024

- a. Oral update from the Chair of the Disability Committee.

Chair Santos updated the Board

- b. Minutes of the P&F Disability Committee meeting from December 11, 2023. Receive and file.

The Minutes were received and filed.

- c. Discussion and action to defer the disability application of member Victor Polverino back to Disability Committee for further factual findings.

Counsel Chin introduced this item.

A motion was made to defer the disability application of member Victor Polverino back to Disability Committee for further factual findings.

Approved. (M.S.C. Vado/Santos 8-0-0).

7.5 Joint Personnel Committee (Menon - CH/Gardanier/Vado)

Last Meeting: January 31, 2024

Next Meeting: TBD

- a. Oral update from the Chair of the Joint Personnel Committee.

Chair Menon and Trustee Gardanier updated the Board regarding matters from last meeting.

- b. Minutes of the Joint Personnel Committee meeting from December 22, 2023. Receive and file.

The Minutes were received and filed.

- c. Discussion and action on recommended changes to JPC Charter.

Counsel Chin explained the recommended changes to the JPC Charter and answered

questions from the Board. Chair Vado made a few comments.

A motion was made to accept the recommended changes to the JPC Charter.

Approved. (M.S.C. Wilson/Santos 8-0-0).

- **PROPOSED AGENDA ITEMS**

None. However, Vice-Chair Ganapati said kind words regarding Harvey Leiderman's retirement.

- **ADJOURNMENT**

Next Meeting: March 11, 2024

The next meeting will take place on March 7, 2024.

The meeting adjourned at 11:59 a.m.

*Estimated

Minutes Recorded, Prepared and Respectfully Submitted by,

FRANCO VADO, CHAIR
BOARD OF ADMINISTRATION
ATTEST:

ROBERTO L. PEÑA, CEO
OFFICE OF RETIREMENT SERVICES

The Code of Conduct

(<https://www.sanjoseca.gov/home/showpublisheddocument/12901/63667000496663000>

0) is intended to promote open meetings that welcome debate of public policy issues being discussed by the City Council, their Committees, and City Boards and Commissions in an atmosphere of fairness, courtesy, and respect for differing points of view.

1. Public Meeting Decorum:

- a) Persons in the audience will refrain from behavior which will disrupt the public meeting. This will include making loud noises, clapping, shouting, booing, hissing or engaging in any other activity in a manner that disturbs, disrupts or impedes the orderly conduct of the meeting.
- b) Persons in the audience will refrain from creating, provoking or participating in any type of disturbance involving unwelcome physical contact.
- c) Persons in the audience will refrain from using cellular phones and/or pagers while the meeting is in session.
- d) Appropriate attire, including shoes and shirts are required in the Council Chambers and Committee Rooms at all times.
- e) Persons in the audience will not place their feet on the seats in front of them.
- f) No food, drink (other than bottled water with a cap), or chewing gum will be allowed in the Council Chambers and Committee Rooms, except as otherwise pre-approved by City staff.
- g) All persons entering the Council Chambers and Committee Rooms, including their bags, purses, briefcases and similar belongings, may be subject to search for weapons and other dangerous materials.

2. Signs, Objects or Symbolic Material:

- a) Objects and symbolic materials, such as signs or banners, will be allowed in the Council Chambers and Committee Rooms, with the following restrictions: § No objects will be larger than 2 feet by 3 feet.
 - No sticks, posts, poles or other such items will be attached to the signs or other symbolic materials.
 - The items cannot create a building maintenance problem or a fire or safety hazard.
- b) Persons with objects and symbolic materials such as signs must remain seated when displaying them and must not raise the items above shoulder level, obstruct the view or passage of other attendees, or otherwise disturb the business of the meeting.
- c) Objects that are deemed a threat to persons at the meeting or the facility infrastructure are not allowed. City staff is authorized to remove items and/or individuals from the Council Chambers and Committee Rooms if a threat exists or is perceived to exist. Prohibited items include, but are not limited to: firearms (including replicas and antiques), toy guns, explosive material, and ammunition; knives and other edged

weapons; illegal drugs and drug paraphernalia; laser pointers, scissors, razors, scalpels, box cutting knives, and other cutting tools; letter openers, corkscrews, can openers with points, knitting needles, and hooks; hairspray, pepper spray, and aerosol containers; tools; glass containers; and large backpacks and suitcases that contain items unrelated to the meeting.

3. Addressing the Council, Committee, Board or Commission:

- a) Persons wishing to speak on an agenda item or during open forum are requested to complete a speaker card and submit the card to the City Clerk or other administrative staff at the meeting.
 - b) Meeting attendees are usually given two (2) minutes to speak on any discussion item and/or during open forum; the total amount of time allocated for public testimony for each public speaker or for an agenda item is in the discretion of the Chair of the meeting and may be limited when appropriate. (California Government Code Section 54954.3; Council Policy 0-37) Applicants and appellants in land use matters are usually given more time to speak. Speakers using a translator will be given twice the time allotted to ensure non-English speakers receive the same opportunity to directly address the Council, Committee, Board or Commission.
 - c) Speakers should discuss only the agenda item when called to speak for that item, and only topics related to City business when called to speak during open forum on the agenda.
 - d) Speakers' comments should be addressed to the full body. Requests to engage the Mayor, Council Members, Board Members, Commissioners or Staff in conversation will not be honored. Abusive language is inappropriate.
 - e) Speakers will not bring to the podium any items other than a prepared written statement, writing materials, or objects that have been inspected by security staff.
 - f) If an individual wishes to submit written information, he or she may give it to the City Clerk or other administrative staff at the meeting.
 - g) Speakers and any other members of the public will not approach the dais at any time without prior consent from the Chair of the meeting.
- Failure to comply with this Code of Conduct which will disturb, disrupt or impede the orderly conduct of the meeting may result in removal from the meeting and/or possible arrest.