

CITY OF SOUTHGATE POLICE AND FIRE RETIREMENT SYSTEM

POLICY RESOLUTION

Adopted: September 18, 2008

Re: Communications Policy

WHEREAS, the Board of Trustees of the City of Southgate Police and Fire Retirement System is vested with the authority and fiduciary responsibility for the administration, management and operation of the Retirement System, and

WHEREAS, the Board of Trustees owes fiduciary duties to the members and beneficiaries of the Retirement System and shall discharge those duties solely in their interests for the exclusive purposes of providing benefits and defraying reasonable expenses, and

WHEREAS, the Board recognizes the public's interest regarding the operation and management of the Retirement System, and

WHEREAS, the Board desires to formalize its policies and procedures with respect to all requests for public comment and responses thereto, therefore be it

RESOLVED, that the Board's Chairperson be designated as the Board's spokesperson for the purposes of responding to all inquiries for public comment, and be it further

RESOLVED, that all inquiries for public comment received on behalf of the Board of Trustees be immediately referred to the Board's Chairperson for review, and be it further

RESOLVED, that the Board's Chairperson shall respond to requests for public comment in the best interests of the Retirement System, and be it further

RESOLVED, that the Board's Chairperson shall direct that all requests for public records be made in writing pursuant to the Michigan Freedom of Information Act ("FOIA") and in accordance with the Board's FOIA policy, and be it further

RESOLVED, that the Board's Chairperson shall refer all inquiries that are legal in nature or involve a legal matter of the Retirement System to the Board's Legal Counsel for review, and be it further

RESOLVED, that in implementing this policy, the Board will seek to balance the public's right to information against the privacy interests of the Retirement System's members and beneficiaries, and be it further

RESOLVED, that copies of this policy will be made available upon request to all interested parties.