

**MARIN COUNTY EMPLOYEES' RETIREMENT ASSOCIATION (MCERA)
TIMING OF EMPLOYER PAYMENT OF REQUIRED CONTRIBUTIONS TO
MCERA POLICY**

**ADOPTED: August 8, 2012
REVIEWED: December 9, 2015
REVIEWED: December 12, 2018
REVIEWED: November 3, 2021**

I. PURPOSE

The Board of Retirement of MCERA ("Board") implements this policy to clarify the period within which contributions are to be paid to MCERA by its employer plan sponsors ("Plan Sponsors") under the County Employees Retirement Law of 1937 (Gov. Code sec. 31450 et seq.).

II. POLICY

In accordance with Government Code sections 31582, 31584 and 31585, at the end of each pay period, the Plan Sponsors are to certify to the Board the compensation earnable, as defined in Government Code section 31461, they paid, and the Plan Sponsors "shall thereupon" transfer their required contributions to MCERA. The Plan Sponsors already certify their compensation earnable to the Board immediately after each payroll. The Board hereby determines that the Plan Sponsors are to transfer their required contributions to MCERA no later than two business days after each of their payroll dates.

III. POLICY REVIEW

The Board will review this Policy at least every three years to ensure that it remains relevant and appropriate. The Policy may be amended at any time by majority vote.

IV. RETIREMENT ADMINISTRATOR'S CERTIFICATE

I, Jeff Wickman, the duly appointed Retirement Administrator of the Marin County Employees' Retirement Association, hereby certify that this policy was reviewed by MCERA on November 3, 2021.



Retirement Administrator