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**MENDOCINO COUNTY**  
EMPLOYEES' RETIREMENT ASSOCIATION  
625-B KINGS COURT  
UKIAH, CALIFORNIA 95482-5027

Date: June 21, 2017  
To: Board of Retirement  
From: James Wilbanks, Retirement Administrator  
Subject: Administrator Report

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**Mendocino County Website:**

The County has implemented a new website at [www.mendocinocounty.org](http://www.mendocinocounty.org). MCERA is hosted on the County website currently. We have a redirect from [www.mendocinocounty.org/retirement](http://www.mendocinocounty.org/retirement) to the MCERA page. I am asking Trustees to review the MCERA website and provide feedback to staff on the organization of our site. We could consider an alternative website host if we want and I would like to discuss during the Board meeting.

**625 Kings Court Appraisal:**

The building was appraised last week and we will include the updated valuation in the 2017 valuations and audit report as per policy.

**Strategic Planning Offsite:**

We are finalizing the logistics for the Strategic Planning Offsite meeting on September 13-14, 2017. I have also begun working on an agenda. As part of this process, I plan to meet with each Trustee individually to understand your concerns and suggestions that we need to address during the planning meeting. I will be reaching out to each of you in the coming days to arrange a meeting time.

**Administrative and Operations Update:**

I have nothing to report at this time.