

City of Sacramento  
**Defined Contribution Plans Committee Report**  
915 I Street Sacramento, CA 95814  
www.cityofsacramento.org

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**2026 National Association of Government Defined Contribution Administrators (NAGDCA) Conference Attendee Selection**

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**Location:** Citywide

**Recommendation:** Pass a **Motion** selecting the attendees for the 2026 NADGCA conference.

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

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

**Attachments:**

1-Description/Analysis

**Description/Analysis**

**Issue Detail:** The 2026 NAGDCA conference will be held in Orlando, Florida, at the Caribe Royale Orlando, from September 27-30, 2026. The main sessions being on September 28. Attendees will likely arrive on Sunday, September 27, and leave on Wednesday, September 30, 2026, after the conference ends around midday. This yearly conference for government defined contribution plans offers plan sponsors and industry representatives the opportunity to network, share ideas, and learn techniques for improving retirement outcomes.

Estimated costs per attendee:

- The registration fee is \$750 per attendee if registered before July 21. After July 21, the fee increases to \$850.
- Lodging is \$229/night plus taxes. Taxes typically total 12.5% to 13% per nightly room rate.
- The nearest hotel to the conference is the Orlando Florida Airport (MCO). In review of the current available pricing on Southwest Airlines, a round-trip flight from Sacramento to Orlando is estimated at \$392, however ticket prices can be dynamic and subject to change in the future.
- Daily meals and incidental expenses rates are \$80/day for full days and \$60/day on first and

last day of travel, potentially totaling \$280.

- Ground transportation and parking are estimated at \$150.

Estimated total expense per attendee is \$1,368. The proposed amended calendar year 2026 administrative allowance account budget allocates \$13,867 towards conferences and other trainings. Staff recommends the Committee consider a cost of at least \$1,600 per attendee to account for possible increases in flight costs.

**Policy Considerations:** None.

**Economic Impacts:** None.

**Environmental Considerations:** None.

**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.