



Legislation Text

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City of Alexandria, Virginia

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MEMORANDUM

**DATE:** MARCH 1, 2022

**TO:** THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

**FROM:** JAMES F. PARAJON, CITY MANAGER /s/

**DOCKET TITLE:**

Consideration of the Appointment of a Management Representative to the City of Alexandria Supplemental Retirement Board and Firefighters and Police Officers Pension Board.

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**ISSUE:** There are two similar issues presented for Council consideration: 1) Appointment of a Management Representative to the City of Alexandria Firefighters and Police Officers Pension Board (“Fire & Police Board”) and 2) Appointment of a Management Representative to the Retirement Board of the City of Alexandria Supplemental Retirement Plan (“Supplemental Board”).

**RECOMMENDATION:**

1. That City Council appoint the following individual to the newly vacant Management Alternate Representative position on the City of Alexandria Firefighters and Police Officers Pension Board and the Supplemental Retirement Board:
  - Jesse Maines, Division Chief, Transportation and Environmental Services.

**BACKGROUND:** The Fire & Police Board consists of eight members and three alternates. The Supplemental Board consists of eight members and five alternates. Both Boards serve as the trustees and fiduciaries of their respective plans and assets. Both Boards act for the City on matters concerning the Plan’s assets, including selecting and monitoring investment funds and appointing investment managers, custodians, and advisors. Both Boards are also charged with consulting with City management to recommend modifications to the Plan. Both Plans require board meetings to be held quarterly, but meetings are generally held more often.

**DISCUSSION:** City Council has the authority to appoint Fire & Police Board members. The board members are either nominated by the City Manager or elected by the Voting Participants, which include active sworn Firefighters and Police Officers as well as retired and deferred vested plan participants who were sworn

Firefighters or Police Officers. The City Manager nominates four Management Representatives and one Management Alternate to act on behalf of City management. Firefighters nominate and elect through secret ballot two Participant Representatives and one Alternate. Police Officers also nominate and elect through secret ballot two Participant Representatives and one Alternate. In the event that City Council does not appoint a representative nominated by the City Manager or the Voting Participants, the nomination and election process must be repeated until all board member positions are filled.

City Council has the authority to appoint Supplemental Board members. The members are either nominated by the City Manager or elected by the Supplemental Board trustees. The City Manager nominates four Management Representatives and one Management Alternate Representative to act on behalf of City management. The Supplemental Board Employee Representatives include: two General Schedule Employees, one Deputy Sheriff, and one Medic/Fire Marshal. Each Employee Representative has an Alternate. In the event that City Council does not appoint a representative nominated by the City Manager or the Board trustees, the nomination process must be repeated until all Board member positions are filled. Staff will be returning at a future meeting with a recommended employee to be the Alternate Representative.

Current Management Representatives for the Firefighters and Police Officers Pension Board and the Supplemental Retirement Board are:

Jean Kelleher, Director, Office of Human Rights  
Laura Triggs, Deputy City Manager, City Manager's Office  
Sharon Vaughan-Roach, Assistant Director, Center for Operations, DCHS  
Proposed Jesse Maines, Division Chief, Transportation and Environmental Services.

Current Employee Representatives of the Firefighters and Police Officers Pension Board are:

<u>Name</u>	<u>Term Expires</u>
Firefighters	
Patrick Evans (Representative)	12/31/2022
Ricky Muse (Alternate)	12/31/2022
Dylan Kempton (Representative)	12/31/2024

<u>Name</u>	<u>Term Expires</u>
Police Officers	
Edward Milner (Representative)	12/31/2022
Shirl Mammarella (Alternate)	12/31/2022
Jason North (Representative)	12/31/2024

Current Employee Representatives of the Supplemental Retirement Board are:

<u>Name</u>	<u>Term Expires</u>
General Schedule	
Lyndia Barbieri-Strain (Representative)	12/31/2022
Lillian Vagnoni (Alternate)	12/31/2022
Jina Edwards (Representative)	12/31/2024
Vacant Position (Alternate)	12/31/2024

<u>Name</u>	<u>Term Expires</u>
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Medic /Fire Marshal	
James Mikell (Representative)	12/31/2024
Kelsea Bonkoski (Alternate)	12/31/2024

<u>Name</u>	<u>Term Expires</u>
Deputy Sheriff	
Robert Gilmore (Representative)	12/31/2022
Valarie Wright (Alternate)	12/31/2022

We are recommending the appointment of Jesse Maines to both the City of Alexandria Firefighters and Police Officers Pension Board and the Supplemental Retirement Board. Staff requests that City Council appoint Mr. Maines to both Boards effective January 1, 2022.

After appointment, Mr. Maines will remain on both boards until removed by City Council or ending his employment.

**FISCAL IMPACT:** None.

**ATTACHMENTS:** None.

**STAFF:**

Laura Triggs, Deputy City Manager  
Kendel Taylor, Finance Director, Finance  
Kadira Coley, Retirement Administrator, Finance