



# City of Alexandria

City Council Chambers at  
Del Pepper Community  
Resource Center  
4850 Mark Center Drive  
Alexandria, VA 22311

## Legislation Text

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### City of Alexandria, Virginia

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#### MEMORANDUM

**DATE:** FEBRUARY 22, 2017

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

**FROM:** MARK B. JINKS, CITY MANAGER /s/

**DOCKET TITLE:**

Consideration of Appointment of Representatives and Alternates to the City of Alexandria's Supplemental Retirement Board.

**ISSUE:** Appointment of General Schedule and Deputy Sheriff Representatives and Alternates to the Retirement Board ("Board") of the City of Alexandria's Supplemental Retirement Plan ("Plan").

**RECOMMENDATIONS:** That City Council appoint the following individuals to the City of Alexandria's Supplemental Retirement Plan Board:

- Nathan Imm as a General Schedule Representative;
- Philip Caldwell as a General Schedule Alternate;
- Charles Curia as a Medic/Fire Marshal Representative;
- Nancy McFadden as a Medic/ Fire Marshal Alternate

Assuming City Council appointment, the effective dates of these terms will be January 1, 2017 to December 31, 2020.

**DISCUSSION:** In accordance with Plan rules, the Board held elections for four expiring terms at the October 5, 2016 and February 2, 2017. At the October 5, 2016 meeting the Board voted to re-appoint Mr. Curia and Ms. McFadden as the Medic/Fire Marshall representative and alternate in an uncontested election. The General Schedule Representative and Alternate positions were previously held by Brenda D'Sylva and Marietta Robinson who chose not to run for re-election. At the October 5, 2016 meeting the Board elected Nathan Imm as General Schedule Representative in an uncontested election. No nominations were received for the General Schedule Alternate position so a second nomination period was held. At the February 2, 2017 meeting the Board elected Philip Caldwell serve as General Schedule Alternate in a contested election.

**BACKGROUND:** The Board was created on December 11, 2012 and includes General Schedule, Deputy Sheriff and Fire Marshal/Medic employees. The Board is comprised of eight members and five alternates who serve as the trustees of the Plan's trust and fiduciaries of the Plan and its assets. The Board acts for the City on matters concerning the Plan's assets, including selecting and monitoring investment funds and appointing

investment managers, custodians, and advisors. The Board is also charged with consulting with City management to recommend modifications to the Plan. The Plan requires Board meetings to be held each quarter of the calendar year, but meetings are held more often.

City Council has the authority to appoint Board members. The Board members are either nominated by the City Manager or by the Board. The City Manager nominates four representatives and one alternate to represent City management. The Board nominates two representatives and two alternates to represent General Schedule employees, one representative and one alternate to represent the Deputy Sheriffs, and one representative and one alternate to represent the Fire Marshals and Medics. In the event that City Council does not appoint a representative or alternate nominated by the City Manager or the Board, the nomination process must be repeated until all Board member positions are filled. The chairman and the secretary are elected by the Board members.

Participant Representatives and Participant Alternates serve four-year terms, which are staggered so that members' terms overlap but are not concurrent.

Current Participant Representatives and Alternates for the Supplemental Retirement Board are as follows:

Participant Representatives and Alternates for General Schedule Employees:

<u>Name</u>	<u>Current Term</u>
Shane Cochran	1/1/2015 - 12/31/2018
Vacant Representative	
Proposed - Nathan Imm	Once appointed, term will end 12/31/2020
Vacant-(Alternate)	
Proposed - Philip Caldwell	Once appointed, term will end 12/31/2020
Lillian Vagnoni	1/1/2015 - 12/31/2018

Participant Representatives and Alternates for Deputy Sheriffs:

<u>Name</u>	<u>Current Term</u>
Robert Gilmore	1/1/2015 - 12/31/2018
Valarie Wright	1/1/2015 - 12/31/2018

Participant Representatives and Alternates for Medics and Fire Marshals:

<u>Name</u>	<u>Current Term</u>
Vacant Representative	
Proposed - Charles Curia	Once appointed, term will end 12/31/2020
Vacant-(Alternate)	
Proposed - Nancy McFadden	Once appointed, term will end 12/31/2020

Management Representatives and the Management Alternate serve until they resign, are removed from the Board by City Council or end their employment with the City.

Current Management Representatives and Alternate for the Supplemental Retirement Board are as follows:

Name

Jack Browand, Division Chief, RPCA

James Davis, Human Resources Manager, Human Resources Department

Jean Kelleher, Director, Office of Human Rights

Laura Triggs, Deputy City Manager, City Manager's Office

Christina Zechman Brown, Assistant City Attorney, City Attorney's Office

**FISCAL IMPACT:** None.

**STAFF:**

Laura Triggs, Deputy City Manager

Kendel Taylor, Finance Director

Michael Stewart, Deputy Finance Director

Kadira Coley, Retirement Administrator