

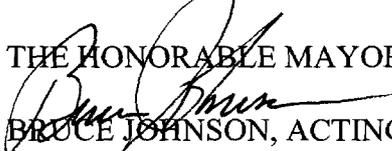
## City of Alexandria, Virginia

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## MEMORANDUM

**DATE:** DECEMBER 6, 2011

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

**FROM:**  BRUCE JOHNSON, ACTING CITY MANAGER

**SUBJECT:** APPOINTMENT OF MANAGEMENT REPRESENTATIVE AND MANAGEMENT ALTERNATE REPRESENTATIVE TO THE CITY OF ALEXANDRIA FIREFIGHTERS AND POLICE OFFICERS PENSION PLAN RETIREMENT BOARD

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**ISSUE:** Appointment of Management Representative and Management Alternate Representative to the Retirement Board (Board) of the City of Alexandria Firefighters and Police Officer Pension Plan (Plan).

**RECOMMENDATION:** That City Council appoint Acting City Manager Bruce Johnson (who returns to his position of Chief Financial Officer on December 12) to his previous position of management representative on the Board and Morgan Routt, Acting Director of the Office of Management and Budget, to his previous position of management representative alternate on the Board. When Bruce Johnson became Acting City Manager, he resigned from the Board, Morgan Routt replaced him, and Assistant City Manager Tom Gates replaced Morgan Routt. Tom Gates will resign from the Board and Bruce Johnson and Morgan Routt will return to their original positions on the Board.

**DISCUSSION:** The Board consists of eight members and three alternates who serve as the trustees of the trust and fiduciaries of the Plan and its assets. The Board acts for the City on matters concerning the assets of the Plan, including selecting and monitoring investments funds and appointing investment managers, custodians and investment advisors. The Board is also charged with consulting City management to recommend modifications to the Plan.

City Council has the authority to appoint the Board members, who are nominated by the City Manager. The City Manager nominates four City representatives and one alternate to represent City Management.

City representatives serve until they resign or are removed from the Board. Currently, the four City representatives are Deputy City Manager Michele Evans, Acting Chief Financial Officer Laura Triggs, Human Resources Director Cheryl Orr, and Acting Management and Budget Director Morgan Routt. The Alternate is Assistant City Manager Tom Gates. The Plan requires Board meeting to be held each quarter of the calendar year, but meetings are held more often. The chairman and the secretary are elected by the Board members.

**FISCAL IMPACT:** None.

**STAFF:**

Laura Triggs, Acting Chief Financial Officer

Michele Evans, Deputy City Manager

Steven Bland, Chief Investment Officer