
Investment Committee Minutes

Monday, April 6, 2015 3:00 PM
3rd Floor Conference Room of City Hall

Goal: To make recommendations for and oversee the Investment Policy of the City and Borough of Sitka enacted as Chapter 4.28.

Investment Committee Members: Michael Reif, Bert Stedman, Jere Christner,
Michelle Putz (Assembly Liaison)

Meeting began at 3:03 PM.

Present: Michael Reif, Jere Christner

Secretary: Melissa Henshaw, Assistant Clerk

Staff: Municipal Administrator Mark Gorman, CFAO Jay Sweeney

Assembly Liaison: Michelle Putz

Members of the Public: None

1. Approval of the minutes from February 13, 2015

M – Christner/S – Reif moved to approve the minutes from February 13, 2015. Motion carried unanimously.

2. Evaluation of RFP proposals for the Permanent Fund external management

Chair Reif started by asking for general comments from any member including staff.

Discussion occurred on the four investment firms. Sweeney read from the RFP to answer a question on the scoring, “The City reserves the right to accept or reject proposals on each item separately or as a whole, to reject any or all proposals without penalty...” and went over the five evaluation factors of experience, technical qualifications, responsiveness, references, and cost.

M – Christner/S – Reif moved to recommend to the Assembly selection of Alaska Permanent Capital as the permanent fund investment manager and to authorize the Administrator to enter into a contract with them. Motion carried unanimously.

This recommendation will go to the Assembly meeting of April 28, 2015. Chair Reif thanked Sweeney for putting together the RFP.

3. Discussion of Charter change language for fall election

Chair Reif began by stating that our current take out of the permanent fund at 6% is too high for current market conditions and thus has not caused the permanent fund to inflation proof itself. Discussion occurred with regards to the new investment manager having advisement of the wording of the Charter. Sweeney introduced recommending language and discussion occurred of lowering the take out from the permanent fund from 6% to 4.5% with a .5% reduction on December 31st depending on the growth in terms of inflation per the Anchorage CPI.

4. Further discussion

Chair Reif brought up the subject of obtaining an alternate fourth member for this commission to fill in for absences or vacancies for voting purposes. Gorman stated that Sara Peterson, Deputy Clerk is drafting an Ordinance.

Discussion of the next meeting date took place with a recommendation from Sweeney of a May or June meeting. Sweeney will arrange the next meeting date.

5. Adjourn

The meeting ended at approximately 3:55PM.

Attest:
Melissa Henshaw, Assistant Clerk
Secretary