



## MINUTES INVESTMENT ADVISORY BOARD

Thursday, January 25, 2024 - 5:00 p.m.  
City of Huntington Beach  
Civic Center – Meeting Room B-7  
2000 Main Street  
Huntington Beach, CA 92648

Vice Chair Schuetz called the meeting to order at 5:00 P.M. and led the Pledge of Allegiance.

**MEMBERS PRESENT:** Michelle Schuetz, Vice Chair  
Dennis Kelly, Board Member  
Mark Ellett, Board Member  
Monica Erskine, Board Member

**MEMBERS ABSENT:** Sean Heymann, Chair  
Martha Morrow, Board Member  
Doug Misterly, Board Member

**STAFF PRESENT:** Alisa Backstrom, City Treasurer  
Colin Stevens, Treasury Manager  
Jennifer McCann, Accounting Technician, City Treasurer's Office

**PUBLIC COMMENTS** There were no public comments.

### **ELECTION OF CHAIR AND VICE CHAIR**

**Motion: Moved by Board Member Kelly and seconded by Board Member Ellett to nominate Michelle Schuetz as Chair**

The motion carried by the following votes: 4-0-3

Ayes: Schuetz, Ellett, Erskine, Kelly

Noes: None

Absent: Heymann, Morrow, Misterly

**Motion: Moved by Chair Schuetz and seconded by Board Member Ellett to postpone nomination of Vice-Chair**

The motion carried by the following votes: 4-0-3

Ayes: Schuetz, Ellett, Erskine, Kelly

Noes: None

Absent: Heymann, Morrow, Misterly

## **CONSENT ITEMS**

### **Approval of Meeting Minutes**

**Motion: Moved by Chair Schuetz and seconded by Board Member Kelly to approve the Investment Advisory Board Meeting Minutes dated Thursday, October 26, 2023 with minor edit.**

The motion carried by the following votes: 4-0-3

Ayes: Schuetz, Ellett, Erskine, Kelly

Noes: None

Absent: Heymann, Morrow, Misterly

## **DISCUSSION ITEMS AND POTENTIAL RECOMMENDATIONS**

### **E1. December 2023 Quarterly Investment Report**

City Treasurer Backstrom and Treasury Manager Stevens reviewed the Quarterly Investment Report for the City of Huntington Beach for the period ending December 31, 2023.

**Motion: Moved by Chair Schuetz and seconded by Board Member Kelly to approve the December 2023 Quarterly Investment Report to the City Council.**

The motion carried by the following votes: 4-0-3

Ayes: Schuetz, Ellett, Erskine, Kelly

Noes: None

Absent: Heymann, Morrow, Misterly

## **BOARD MEMBER COMMENTS**

No board member comments were made.

## **BOARD MEMBER ADMINISTRATIVE ITEMS**

The Board was reminded if they had not yet completed the following trainings, to please do so:

1. Two hours of State mandated AB-1234 ethics training; and
2. One hour of non-supervisory mandated SB-1343 Sexual Harassment, Discrimination, Retaliation and Abusive Conduct Prevention training.

Board Members were advised to review The City of Huntington Beach Code of Ethics and the City's Policies, then sign the Acknowledgement of Receipt Forms.

**ADJOURNMENT**

**Motion: Moved by Chair Schuetz and second by Board Member Kelly to adjourn the meeting at 5:38 P.M.**

The motion carried by the following votes: 4-0-3

Ayes: Schuetz, Ellett, Erskine, Kelly

Noes: None

Absent: Heymann, Morrow, Misterly

Submitted by: Alisa Backstrom, City Treasurer

Prepared by: Jennifer McCann, Accounting Technician, City Treasurer's Office