

**Public Safety Personnel Retirement System
Local Pension Board Meeting Agenda
Superstition Fire & Medical District**

PURSUANT TO A.R.S. §38.431.02

Notice is hereby given to the general public the Superstition Fire & Medical District (SFMD) Public Safety Personnel Retirement System Local Pension Board will hold a meeting on Tuesday, May 14th, 2019. The meeting will be held at the Superstition Fire & Medical District's Administrative Office, located at 565 N. Idaho Road, Apache Junction, Arizona. The meeting will be open to the general public and will begin at 4:00 pm local time.

AGENDA:

- A. Call to Order.
- B. Pledge of Allegiance.
- C. Roll Call.

The following items are to be discussed at the board meeting; action or decisions may or may not be taken on any or all items. Agenda items may or may not be considered in the order listed:

1. Review and possible approval of the January 22, 2019 Local Pension Board meeting minutes.
2. Call to Public.
A public body may make an open call to the public during a public meeting, subject to reasonable time, place, and manner restrictions, to allow individuals to address the public body on any issue within the jurisdiction of the public body. At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter, or may ask that a matter be put on a future agenda. However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action.
Scheduled: none at time of printing
3. Discussion and possible approval of Paul Gruetzmacher's application to participate in the DROP program entering on June 1, 2019.
4. Discussion and possible approval of new hire retirement membership into the Public Safety Personnel Retirement System.
5. Discussion and possible action to review the date / time of the next SFMD Public Safety Personnel Retirement System Local Board meeting.
6. Announcements and Information.
7. Adjourn.

Notice: The Local Pension Board may go into Executive Session for the purpose of obtaining legal advice from the Fire District's attorney(s) on any of the above agenda items pursuant to A.R.S. 38-431.03(A)(3). One or more members of the Local Pension Board may attend the meeting telephonically.

Local Pension Board meeting agenda dated and posted:

On: May 2, 2019
At: 1730 hours
By: Sherry Mueller

May 14, 2019

Local Pension Board Meeting – May 14, 2019

Agenda Item 1:

Agenda Item Title: Review and possible approval of the January 22, 2019 Local Pension Board meeting minutes.

Background / Discussion:

The Local Pension Board meeting minutes are provided for Local Board review, comment, and approval. After approval, minutes are signed and kept as official public record and a copy is sent to Public Safety Personnel Retirement System.

Recommended Motion: *(please read motion as written)*

"Motion to approve the January 22, 2019 Local Pension Board meeting minutes."

Enclosure: Local Pension Board Meeting Minutes from January 22, 2019.



Superstition Fire & Medical District

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Public Safety Personnel Retirement System **Local Pension Board Meeting Minutes**

January 22, 2019

PURSUANT TO A.R.S. 38.431.02, NOTICE IS HEREBY GIVEN TO THE GENERAL PUBLIC THAT THE SUPERSTITION FIRE & MEDICAL DISTRICT ("SFMD") PUBLIC SAFETY PERSONNEL RETIREMENT SYSTEM ("PSPRS"), THE LOCAL PENSION BOARD HELD A MEETING ON TUESDAY, JANUARY 22, 2019. THE MEETING WAS HELD AT THE SUPERSTITION FIRE & MEDICAL DISTRICT'S ADMINISTRATION OFFICE, AT 565 N. IDAHO ROAD, APACHE JUNCTION, ARIZONA. THE MEETING WAS OPEN TO THE GENERAL PUBLIC AND BEGAN AT 4:00 P.M.

- A. Chairman Larry Strand called the meeting to order at 4:00 p.m.
- B. The Pledge of Allegiance was led by Chairman Larry Strand.
- C. Roll Call showed Local Board Chairman Larry Strand, Board Member Ron Olm, Board Member Jim Geil and Board Member Ruben Briones were present. Also present were Board Secretary Sherry Mueller, Administrative Services Director Anna Butel, and Finance Director Roger Wood.
- 1. *Review and possible approval of the November 27, 2018 Local Pension Board meeting minutes.*

Motion by Local Board Member Olm to approve the November 27, 2018 Local Pension Board minutes. **Seconded** by Local Board Member Geil. Vote 4 ayes, 0 nays. **Motion passed.**

- 2. *Call to Public.*

None.

- 3. *Discussion and possible approval to rescind Daniel McKinney's original entrance in to the DROP on 12/16/2018.*

Firefighter Daniel McKinney had applied to enter the DROP program on 12/16/2018. It was determined by PSPRS that he had seven missing pay periods in the past, which requires him to enter the DROP at a later date.

Motion by Local Board Member Briones to approve rescinding Daniel McKinney's application to enter the DROP on 12/16/2018. **Seconded** by Local Board Member Geil. Vote 4 ayes, 0 nays. **Motion passed.**

4. *Discussion and possible approval of Daniel McKinney's application to participate in the DROP program on 2/3/2019.*

Firefighter Daniel McKinney has applied to enter the DROP program on 2/3/2019. He has completed all the necessary paperwork.

Dan must terminate employment with SFMD no later than 2/29/2024. Dan started with SFMD on 7/9/2001 and enters the DROP with 20.062 years of service.

Motion by Local Board Member Briones to approve Dan McKinney's application to enter the DROP on 2/3/2019 and acknowledge that Dan must terminate employment with Superstition Fire & Medical District no later than 2/29/2024. **Seconded** by Local Board Member Olm. Vote 4 ayes, 0 nays. **Motion passed.**

5. *Discussion and possible approval of John Christensen's application to participate in the DROP program on 2/3/2019.*

Engineer John Christensen has applied to enter the DROP program on 2/3/2019. He has completed all the necessary paperwork.

John must terminate employment with SFMD no later than 2/29/2024. John started with SFMD on 1/16/1989 and enters the DROP with 30.051 years of service.

Motion by Local Board Member Geil to approve John Christensen's application to enter the DROP on 2/3/2019 and acknowledge that John must terminate employment with Superstition Fire & Medical District no later than 2/29/2024. **Seconded** by Local Board Member Briones. Vote 4 ayes, 0 nays. **Motion passed.**

6. Discussion and possible approval of new hire retirement membership in to the Public Safety Personnel Retirement System.

Participation in the PSPRS requires that the Local Board approve new membership and note if there are any pre-existing medical conditions as employees are hired. Currently, HR staff reviews the medical reports and advises the Local Board of any pre-existing conditions. Human Resources confirmed that none of the three new hires has a pre-existing condition.

Motion by Local Board Member Olm to *approve* Firefighters Brian Dover, Clint Musgrave and Kevin Montgomery with a start date of October 15, 2018, all three with no pre-existing conditions. **Seconded** by Board Member Geil.

Vote 4 ayes, 0 Nays. Motion passed.

7. Discussion and possible approval of the Comprehensive Annual Financial Report (CAFR) that documents the consolidated actuarial valuation results for the Arizona Public Safety Personnel Retirement System as of June 30, 2018.

Per A.R.S. §38-847(D)(7), the Local Board is “To receive and review the actuarial valuation of the system for its group of members.” This report is the consolidated result of the total fund for all of the Arizona PSPRS as of June 30, 2018.

The entire Comprehensive Annual Financial Report (CAFR) can be accessed via the following link:

<http://www.psprs.com/investments--financials/annual-reports>

At the highest summary level, the report indicates the following key metrics for the consolidated PSPRS pension system:

- A. Funded percentage as of June 30, 2018: 46.9%
- B. PSPRS received a clean audit opinion from Heinfeld, Meech & Co., P.C., their external audit firm.

Motion by Board Member Olm to approve the Comprehensive Annual Financial Report that documents the consolidated actuarial valuation results of the Arizona Public Safety Personnel Retirement System as of June 30, 2018. **Seconded** by Board Member Briones.

Vote 4 ayes, 0 Nays. **Motion passed.**

8. Discussion and possible approval of the annual actuarial valuation report as of June 30, 2017 (for reporting date June 30, 2018) for the Superstition Fire & Medical (Apache Junction Fire District – 148) District’s participation in the Arizona Public Safety Personnel Retirement System.

This report is also to be received and reviewed per A.R.S. This report provides the annual actuarial valuation of the Superstition Fire & Medical District’s participation in the Arizona Public Safety Personnel Retirement System as of June 30, 2017, and applies directly to SFMD, with our current benefits and liabilities.

	July 1, 2018	July 1, 2019
SFMD Tier 1 & Tier 2 Contribution Rate	28.37%	29.48%
SFMD Tier 2 Defined Contribution Rate	4.00%	4.00%
SFMD Tier 3	24.06%	25.07%
SFMD Tier 3 Defined Contribution Rate	3.00%	3.00%
Employee Contribution Rate	7.65% / 11.65%	7.65%/11.65%

The entire report can be accessed via the following link:

<https://members2.psprs.com/Estimators/actuarials.aspx>

January 22, 2019

Use the Drop Down windows to choose Superstition Fire And Medial Dis (PSPRS) (148) and Fiscal year 2018 to retrieve the full report.

Motion by Board Member Briones to approve the annual actuarial valuation report as of June 30, 2017 (for reporting date June 30, 2018) for the Superstition Fire & Medical District's participation in the Arizona Public Safety Personnel Retirement System. **Seconded** by Board Member Olm.

Vote 4 ayes, 0 Nays. **Motion passed**

9. *Announcements* – Sworn Member Charles Hanson volunteered to replace Sworn Member Carlos Rivera as Local Pension Board Member. Carlos' term ended on 12/31/2018. Charles Hanson was sworn in and took the Loyalty Oath at the end of the Local Pension Board Meeting. Charles Hanson's term starts on 1/22/2019 and will end on 1/22/2023.

10. Discussion and possible action to review the date / time of the next SFMD Public Safety Personnel Retirement System Local Board Meeting.

In accordance with ARS §38-847 (3), a local pension board meeting will be held at least twice annually, otherwise scheduled as needed. In the absence of a quorum (consisting of three member, at least one of whom shall be one of the members elected by secret ballot) for a scheduled meeting, the Chairperson or any two members of the Board may reschedule the meeting as a special meeting. Any meeting may be continued to a later date.

The following date is recommended for the next Local Board Meeting:

- **Tuesday, April 16, 2019 at 4:00 p.m.**

In accordance with ARS §38-847 (3), a local pension board meeting will be held at least twice annually, otherwise scheduled as needed. In the absence of a quorum (consisting of three member, at least one of whom shall be one of the members elected by secret ballot) for a scheduled meeting, the Chairperson or any two members of the Board may reschedule the meeting as a special meeting. Any meeting may be continued to a later date.

Motion by Board Member Geil to confirm Tuesday, April 16, 2019 as the date of the next scheduled Local Pension Board Meeting. **Seconded** by Board Member Olm.

Vote 4 ayes, 0 Nays. **Motion passed**

11. Adjourn.

Motion by Board Member Geil to adjourn the meeting at 4:19 p.m. **Seconded** by Board Member Olm and Board Member Briones.

Vote 4 ayes, 0 nays. **Motion passed.**

Board Approval:

Preliminary minutes mailed to PSPRS on January 24, 2019.

Board Chairman Larry Strand

Sherry Mueller

Local Pension Board Meeting – May 14, 2019

Agenda Item: 2

Agenda Item Title: Call to Public.

A public body may make an open call to the public during a public meeting, subject to reasonable time, place, and manner restrictions, to allow individuals to address the public body on any issue within the jurisdiction of the public body. At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter, or may ask that a matter be put on a future agenda. However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action.

Background / Discussion:

Call to Public is provided so citizens may address the public body (Local Pension Board) with matters concerning the retirement system. Arizona public meeting law provides that the public body may discuss, consider, or decide only matters listed on the agenda and other matters related thereto. Since the public body will generally not know what specific matters may be raised at call to public, they will be unable to act until the matter is placed on a subsequent meeting agenda (at the Local Board's discretion). The Local Board may also direct staff to follow up on an issue.

Recommended Motion: Not applicable

Enclosure: None

Local Pension Board Meeting – May 14, 2019

Agenda Item: 3

Agenda Item Title: Discussion and possible approval of Paul Greutzmacher's application to participate in the DROP program on June 1, 2019.

Background / Discussion:

Firefighter Paul Greutzmacher has applied to enter the DROP program on June 1, 2019. He has completed all the necessary paperwork.

Paul must terminate employment with SFMD no later than June 30, 2024. Paul started with SFMD on 8/13/2001 and enters the DROP with 20.148 years of service.

Recommended Motion: *(please read motion as written)*

"Motion to approve Paul Greutzmacher's application to participate in the DROP program and acknowledge that Paul must terminate employment with Superstition Fire & Medical District on or before June 30, 2024."

Enclosure: Completed forms will be provided at the Local Pension Board meeting.

Pension Board Meeting – May 14, 2019

Agenda Item: 4

Agenda Item Title:

Discussion and possible approval of new hire retirement membership in to the Public Safety Personnel Retirement System.

Background / Discussion:

Participation in the PSPRS requires that the Local Board approve new membership and note if there are any pre-existing medical conditions as employees are hired. Currently, HR staff reviews the medical reports and advises the Local Board of any pre-existing conditions. Human Resources confirmed that none of the four new hires has a pre-existing condition.

Recommended Motion: (please read motion as written)

“Motion to approve Firefighters Christopher Wohlforth, Mark Nelson, John Rankin and Matthew Leon with a start date of February 25, 2019, all four with no pre-existing conditions”.

Enclosures:

None

Local Pension Board Meeting – May 14, 2019

Agenda Item: 5

Agenda Item Title: Discussion and possible action to review the date / time of the next SFMD Public Safety Personnel Retirement System Local Board Meeting.

Background / Discussion:

In accordance with ARS §38-847 (3), a local pension board meeting will be held at least twice annually, otherwise scheduled as needed. In the absence of a quorum (consisting of three member, at least one of whom shall be one of the members elected by secret ballot) for a scheduled meeting, the Chairperson or any two members of the Board may reschedule the meeting as a special meeting. Any meeting may be continued to a later date.

The following date is recommended for the next Local Board Meeting:

- **Tuesday, September 17, 2019**

In accordance with ARS §38-847 (3), a local pension board meeting will be held at least twice annually, otherwise scheduled as needed. In the absence of a quorum (consisting of three member, at least one of whom shall be one of the members elected by secret ballot) for a scheduled meeting, the Chairperson or any two members of the Board may reschedule the meeting as a special meeting. Any meeting may be continued to a later date.

Additional meetings may need to be held to address the following, with the actual dates to be determined at a future date.

All meetings would be held at 4:00 p.m. in the SFMD Administration Board Room.

If it is determined that there is no need for one of these regularly scheduled meetings, the Local Board Chairperson will have the authority to reschedule or cancel any meeting.

Recommended Motion: *Motion to confirm September 17, 2019 as the date of the next scheduled Local Pension Board meeting.*

Enclosures: None.

Local Pension Board Meeting – May 14, 2019

Agenda Item: 6

Agenda Item Title: Announcements and Information.

Local Board may direct staff to act on any of these items or request that they be added to the next meeting agenda.

None.

Agenda Item: 7

Agenda Item Title: Adjourn.

Recommended Motion: *“Motion to adjourn the Local Pension Board meeting.”*