Tempe

Minutes
Tempe Police Public Safety Personnel Retirement Board
March 1, 2012

Minutes of the Tempe Police Public Safety Personnel Retirement Board meeting, held on Thursday, March 1, 2012, 3:00 p.m., Tempe City Hall, third floor conference room, 31 E. 5th Street, Tempe, Arizona.

Board Members Present:
Todd Bailey
Joe Brosius
Jeff McHenry

Board Members Absent:
Mayor Hugh Hallman
Penny Higginbottom

City Staff Present:
Brigitta M. Kuiper, City Clerk
Lourdes Robertson, Human Resources representative
Tim Mattix, Assistant City Clerk

Guests Present:
Frances Santos, Police Commander

Joe Brosius called the meeting to order at 3:00 p.m.

ITEM I – Consideration of Meeting Minutes
Motion by Jeff McHenry to approve the Board meeting minutes of February 2, 2012; second by Todd Bailey. Motion passed unanimously on a voice vote 3-0.

ITEM II – Motion to Adjourn to Executive Session, if necessary
Motion by Jeff McHenry to adjourn to Executive Session; second by Todd Bailey. Motion passed unanimously on a voice vote 3-0. The Board convened into Executive Session at 3:01 p.m.; the Board meeting was called back to order at 3:05 p.m.

ITEM III - New Members:

Adam E. Cordova
Motion by Jeff McHenry to hold the membership application of Adam E. Cordova for the reasons stated in Executive Session; second by Todd Bailey. Motion passed unanimously on a voice vote 3-0. This application will be placed on a future Board meeting agenda.

Jaime A. Guzman
Motion by Jeff McHenry to approve the membership application of Jaime A. Guzman; second by Todd Bailey. Motion passed unanimously on a voice vote 3-0.

ITEM IV- Engagement and Retainer Agreement

Ryan Rapp & Underwood, P.L.C.
Joe Brosius stated that the Board members had read the agreement, and that the City Attorney had reviewed the agreement. Discussion ensued concerning the opportunity for issuing either a request for proposals (RFP) or request for qualifications (RFQ); Jeff McHenry clarified that the Board did not need to follow those guidelines. Jeff McHenry stated his support for the item, as long as the City Attorney had reviewed the agreement. Brigitta Kuiper, Local Board Secretary, clarified that the City Attorney's Office had reviewed the agreement, not necessarily the City Attorney. Discussion ensued regarding the term of the agreement. Ms. Kuiper explained that the Board had been using the firm

without a formal contract. This was discovered when the Merit System Board contracted with the same firm. This contract formalizes the services provided by Ryan Rapp & Underwood, P.L.C. It was questioned whether or not the Board had the right to terminate the agreement; consensus, after review of the agreement, was that the Board could terminate the agreement with or without cause. Discussion ensued as to who would sign the contract. Ms. Kuiper stated that if the Board made a motion to give her the authorization, she would be able to sign on the Board's behalf.

Motion by Jeff McHenry to accept the terms of the contract and sign it as presented; second by Todd Bailey.

Further discussion ensued as to whether or not the agreement would need to be approved jointly by the Police and Fire Public Safety Personnel Retirement Boards. Ms. Kuiper explained that she could not return the agreement until both the Police and Fire Boards have approved the item; rather than holding a joint meeting, she opted to have two separate meetings. The Board clarified that the motion to approve was for the Police Board only.

Motion passed unanimously on a voice vote 3-0.

ITEM V- Public Appearances
None.

ITEM VI- Future Agenda Items
Adam E. Cordova membership application

Motion by Jeff McHenry to adjourn the meeting; second by Todd Bailey. Motion passed unanimously on a voice vote 3-0. The meeting adjourned at 3:10 p.m.

Brigitta M. Kuiper

Brigitta M. Kuiper, Local Board Secretary