



**TOWN OF GUADALUPE  
FIRE PUBLIC SAFETY PERSONNEL RETIREMENT SYSTEM BOARD**

**THURSDAY, SEPTEMBER 28, 2023**

**9:00 AM**

**GUADALUPE TOWN HALL  
9241 SOUTH AVENIDA DEL YAQUI, MUSEUM ROOM  
GUADALUPE, ARIZONA**

**AGENDA**

- A. Call to Order
- B. Roll Call
- C. Call to the Public: An opportunity is provided to the public to address the Board on items that are not listed on the agenda. A total of 3 minutes will be provided for the Call to the Audience agenda item, unless the Board requests an exception to this limit. Please note that those wishing to comment on agenda items posted for action will be provided the opportunity at the time the item is considered.
- D. Discussion and Possible Action Items:
  - 1. August 22, 2022, Fire Public Safety Personnel Retirement System Board Meeting Minutes
  - 2. Acknowledgement of the promotion of George Fleming to Fire Captain of the Town of Guadalupe Fire Department.
  - 3. Acknowledgement of the hire of Arizona Public Safety Personnel Retirement System member Tim Hualde to the Town of Guadalupe Fire Department.
  - 4. Schedule next PSPRS Board Meeting, proposed October 19, 2023.
- E. Adjournment

Town of Guadalupe  
9241 South Avenida del Yaqui  
Guadalupe, AZ 85283  
(480) 730-3080



September 22, 2023

To: Fire Public Safety Personnel System Retirement Board Members

From: Jeff Kulaga, Chair, Fire Public Safety Personnel Retirement System

RE: **September 28, 2023, Fire Public Safety Personnel Retirement System Board Meeting**

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The purpose of this report is to provide brief information regarding each agenda item.

**Agenda Items:**

**D1. AUGUST 22, 2022, FIRE PUBLIC SAFETY PERSONNEL RETIREMENT SYSTEM (PSPRS) BOARD MEETING MINUTES. (PAGES 3 – 4)**

**D2. ACKNOWLEDGEMENT OF THE PROMOTION OF GEORGE FLEMING TO FIRE CAPTAIN OF THE TOWN OF GUADALUPE FIRE DEPARTMENT (NO MATERIAL)**

**D3. ACKNOWLEDGEMENT OF THE HIRE OF ARIZONA PUBLIC SAFETY PERSONNEL RETIREMENT SYSTEM MEMBER TIM HUALDE TO THE TOWN OF GUADALUPE FIRE DEPARTMENT (NO MATERIAL)**

**D4. SCHEDULE NEXT PSPRS BOARD MEETING, PROPOSED OCTOBER 19, 2023 (NO MATERIAL)**



# MINUTES

## TOWN OF GUADALUPE

### FIRE PUBLIC SAFETY PERSONNEL RETIREMENT SYSTEM BOARD

#### AUGUST 22, 2022

Minutes of the Town of Guadalupe Fire Public Safety Personnel Retirement System Board meeting held on Thursday, August 22, 2022, at 9:00 A.M., Guadalupe Town Hall, 9241 South Avenida del Yaqui, Museum Room, Guadalupe, Arizona.

#### A. Call to Order

Chairman Jeff Kulaga called the meeting to order at 9:12 A.M.

#### B. Roll Call

Board members present: Chairman Jeff Kulaga, Citizen Representatives Lory Cota and Mary Uriarte, and Fire Department Representative Dennis Dominguez

Board member absent: Fire Department Representative Alan Romania

#### C. Call to the Public: No one spoke.

#### D. Discussion and Possible Action Items:

1. Approval of the October 28, 2021, Fire Public Safety Personnel Retirement System Board Meeting Minutes

Motion by Lory Cota to approve agenda item D1; second by Dennis Dominguez. Motion passed unanimously on a voice vote 4-0.

Board members unanimously approved the October 28, 2021, Fire Public Safety Personnel Retirement System Board Meeting Minutes.

2. Adoption of the Revised Model Uniform Rules of Local Board Procedures

Jeff Kulaga, Chairman, stated that the Arizona Public Safety Personnel Retirement System (PSPRS) Board of Trustees requires that all local PSPRS boards adopt the Revised Model Uniform Rules of Local Board Procedures. The revised document outlines definitions and local board procedures and processes.



Motion by Mary Uriarte to approve agenda item D2; second by Dennis Dominguez. Motion passed unanimously on a voice vote 4-0.

### 3. Mandatory Fire Public Safety Personnel Board Member training

Jeff Kulaga, Chairman, stated that the Arizona PSPRS requires all active board member watch 3 on-line training videos. Mr. Kulaga provided an overview of the following:

- Video 1: Open Meeting Law and Public Record Law
- Video 2: Fiduciary Duty and Legal Review
- Video 3: Ethics Awareness

Town staff is required to notify PSPRS when each board member has satisfied this requirement.

4. Term expiration update for Citizen Board Member, Mary Uriarte, Fire Department Representative (elected by Fire Department), Alan Romania, and Mayor's designee, Jeff Kulaga (Chair), positions: October 31, 2022

Jeff Kulaga, Chairman, noted that the terms of Mary Uriarte and Alan Romania both expire October 31, 2022. Ms. Uriarte is eligible for reappointment. The Fire Department is responsible for electing a Fire Department employee to serve on the board.

Mary Uriarte stated that she would be interested in serving another four-year term of office. Mr. Kulaga noted that the Fire Department has taken a vote and has nominated George Flemming to serve as the Fire Department representative, replacing Alan Romania, beginning in November. The appointment of Ms. Uriarte and Mr. Flemming will be scheduled for the October 13, 2022, Regular Council Meeting.

### E. Adjournment

Motion by Dennis Dominguez to adjourn the meeting; second by Lory Cota. Motion passed unanimously on a voice vote 4-0.

The meeting was adjourned at 9:22 A.M.

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Jeff Kulaga, Chairman