

**MINUTES OF THE
PUBLIC SAFETY PERSONNEL RETIREMENT SYSTEM**

GLENDALE LOCAL POLICE BOARD

May 25, 2011 – 9:00 a.m.
City Hall, 4th Floor Conference Room
5850 W. Glendale Ave.
Glendale, AZ

MEMBERS PRESENT: Larry Clark, Citizen Board Member and Acting Chair
Lt. John Wolfe, Police Board Member
Det. Brandon Keefer, Police Board Member

STAFF PRESENT: Lupe Sierra, Deputy Human Resources Director and Acting Board Secretary
Nick DiPiazza, Chief Deputy City Attorney
Marcia Zientek, Human Resources Support Staff

MEMBERS ABSENT: Mayor Elaine Scruggs, Chair
City Manager Ed Beasley, Board Member

Call to Order

Larry Clark, Acting Chair, called to order the Local Police Board meeting at 9:16 a.m.

Review and Approval of the April 27, 2011 Local Police Board Meeting Minutes

The minutes of the April 27, 2011 Local Police Board meeting were reviewed. Lt. John Wolfe moved to accept the minutes as presented. Det. Brandon Keefer seconded the motion. The Board voted and passed the motion unanimously.

Review and Approval of Application for Enrollment into the Deferred Retirement Option Plan (“D.R.O.P.”) – John Babinchak

The Local Police Board reviewed John Babinchak’s D.R.O.P. enrollment application. John Babinchak, Police Officer, has 20.022 years of credited service. He has elected to participate in the D.R.O.P. for a period of sixty (60) months beginning on July 8, 2011. On and after this date, employee and employer contributions will cease to be made to the Public Safety Personnel Retirement System (“PSPRS”). He must terminate employment with the City of Glendale Police Department on or before July 8, 2016. He has been a member of the Glendale Police Department since July 1, 1991.

Det. Brandon Keefer moved to approve the D.R.O.P. enrollment application submitted by John Babinchak, Police Officer. Lt. John Wolfe seconded the motion. The motion passed unanimously.

Review and Approval of Application for Enrollment into the Deferred Retirement Option Plan ("D.R.O.P.") – Frank Balkcom, Sr.

The Local Police Board reviewed Frank Balkcom, Sr.'s D.R.O.P. enrollment application. Frank Balkcom, Sr., Police Lieutenant, has 30 years of credited service. He has elected to participate in the D.R.O.P. for a period of sixty (60) months beginning on June 11, 2011. On and after this date, employee and employer contributions will cease to be made to the Public Safety Personnel Retirement System ("PSPRS"). He must terminate employment with the City of Glendale Police Department on or before June 11, 2016. He has been a member of the Glendale Police Department since April 23, 1982.

Lt. John Wolfe moved to approve the D.R.O.P. enrollment application submitted by Frank Balkcom, Sr., Police Lieutenant. Det. Brandon Keefer seconded the motion. The motion passed unanimously.

Review and Approval of Application for Enrollment into the Deferred Retirement Option Plan ("D.R.O.P.") – Jaime Nowatzki

The Local Police Board reviewed Jaime Nowatzki's D.R.O.P. enrollment application. Jaime Nowatzki, Police Officer, has 30.003 years of credited service. He has elected to participate in the D.R.O.P. for a period of sixty (60) months beginning on December 18, 2011. On and after this date, employee and employer contributions will cease to be made to the Public Safety Personnel Retirement System ("PSPRS"). He must terminate employment with the City of Glendale Police Department on or before December 18, 2016. He has been a member of the Glendale Police Department since December 18, 1981.

Det. Brandon Keefer moved to approve the D.R.O.P. enrollment application submitted by Jaime Nowatzki, Police Officer. Lt. John Wolfe seconded the motion. The motion passed unanimously.

Review and Approval of Application for Normal Retirement – Jeffrey A. Steele

The Local Police Board reviewed Jeffrey A. Steele's Application for Normal Retirement. Jeffrey A. Steele, Police Officer, has completed 25.004 years of credited service. He is scheduled to retire from the Glendale Police Department on June 16, 2011. He has been a member of the Public Safety Personnel Retirement System since August 24, 1989.

Lt. John Wolfe made a motion to approve the Application for Normal Retirement submitted by Jeffrey A. Steele, Police Officer. Det. Brandon Keefer seconded the motion. The Board voted and passed the motion unanimously.

New Business

A copy of *The PSPRS Local Board Newsletter* was distributed. The newsletter addresses the previous method in processing PSPRS applications and action items whereby the Local Board's Secretary was given authority to sign documents in advance of the Board meeting and sent to PSPRS to begin processing. Ms. Lupe Sierra, Deputy HR Director, stated that the newsletter notes the updated processes that the Public Safety Personnel Retirement System expects the Local Boards to follow. The process of the retirements, the D.R.O.P.s, and all the processes that this Board considers, must be approved by the Local Board before the information and documents can be sent to PSPRS for consideration. That requires the Board to meet and approve the forms and the benefits before they can be sent on to PSPRS. Larry Clark, Acting Chair, asked if there were any additional comments and there were none.

Adjournment

Larry Clark, Acting Chair, asked for a motion to adjourn the meeting. Lt. John Wolfe made a motion to adjourn the meeting. Det. Brandon Keefer seconded the motion. The Local Police Board meeting adjourned at 9:24 a.m.

Submitted by:

A handwritten signature in cursive script, appearing to read "L Sierra".

Lupe Sierra
Acting Board Secretary