



**CITY OF SURPRISE**  
**Public Safety Retirement Commission - Police**  
**16000 N. Civic Center Plaza**  
**Surprise, AZ 85374**  
 Wednesday, April 29, 2026 @ 2:00 PM  
**COUNCIL CHAMBERS**

- A. Call To Order
- B. Roll Call
- C. Pledge of Allegiance
- D. Current Events and Reports
- E. Staff Reports

Mike Robbins term expires 06/30/26.

F. Public Safety Retirement Commission- Police Agenda

CONSENT AGENDA:

- 1. Internal Considerations and action pertaining to the review and approval of the October 22, 2025 Public Safety Retirement Commission – Police Meeting Minutes Human Resources

REGULAR AGENDA ITEM - NON-PUBLIC HEARING:

- 2. Internal Consideration and possible action pertaining to the review of medical examinations and the acceptance of the following Police Recruits, into the PSPRS system pursuant to A.R.S. § 38-859: Human Resources

Mason Palecek

Kayla Adams

Courtney Larson

Lauren Lay

Riley Manley

Palecek was hired on September 15, 2025, Adams was hired on September 29, 2025, Larson and Lay were hired on October 13, 2025, and Manley was hired on December 8, 2025.

- 3. Internal Discussion and possible action regarding PSPRS return-to-work retiree, Ryan Manley, as a Civilian Investigator. Human Resources

- 4. Internal Discussion and possible action to enter Executive Session and review the process for reviewing medical examinations for the Police Department as it pertains to the acceptance of members into the PSPRS system pursuant to A.R.S. § 38-859 and whether or not the Board needs to receive the entire Police Report for Preexisting Condition or just the pre-existing condition information and certification that the member is/is not Human Resources

capable of performing the duties of a peace officer with or without accommodation.

G. Call To The Public

INSTRUCTIONS: In order to address the City Council, you will need to fill out a Call to the Public Form available at the front counter, and then turn it in to the City Clerk before the meeting begins. You may also [fill out the Call to the Public form online](#) If submitting form electronically, please submit to City Clerk at least one hour before the meeting start time.

Note: A.R.S. 38-431.01(H)- During this time members of the public may address City Council only on issues within the jurisdiction of the City Council which are not an item on the agenda. At the conclusion of the open call, City Council may respond to criticism, may ask staff to review the matter or may ask that the matter be put on a future agenda. No discussion or action shall take place on any item raised.

Approval of items on the Consent Agenda – all items with an asterisk (\*) are considered to be routine matters and will be enacted by one motion and one roll call vote to the City Council. There will be no separate discussion on these items unless a Councilmember requests, in which event the item will be removed from the consent agenda and considered in its normal sequence on the agenda.

Please be aware that Council Members may not discuss or respond to matters raised during call to the public that are not specifically identified on the agenda. Council Members may however, in their discretion, discuss or respond to relevant matters raised during a noticed public hearing or agenda item.

H. Other Business and Future Agenda Items

I. Adjournment

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KRISTI PASSARELLI, CITY CLERK

POSTED: Tuesday, April 28th, 2026 @ 10:00 AM

**SPECIAL NOTE: PERSONS WITH SPECIAL ACCESSIBILITY NEEDS, INCLUDING LARGE PRINT MATERIALS OR INTERPRETER, SHOULD CONTACT THE CITY CLERK'S OFFICE @ 623.222.1200 OR CLERK@SURPRISEAZ.GOV, BY NO LATER THAN 24 HOURS IN ADVANCE OF THE REGULAR SCHEDULED MEETING TIME.**



**CITY OF SURPRISE**  
**Public Safety Retirement Commission - Police**

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Council Meeting Date: April 29, 2026  
Submitting Department: Human Resources  
Staff Recommendations: None

Contact Person:  
District: Internal

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Consent: No                      Regular: No                      Public Hearing: No                      Report/Discussion: No

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**Agenda Wording:**

Mike Robbins term expires 06/30/26.

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**Motion:**

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**Background:**

Mike Robbins was “appointed” 6/3/2024 to fill the remaining term for Chris Thomas - 6/30/2026. Mike has been informed and can be nominated for the position again. A member election will take place in the near future.

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**Objective Analysis:**

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**Policy Compliant:**

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**Financial Impact:**

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**Budget Impact:**

**FTE Impact:**

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**ATTACHMENTS:**

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**CITY OF SURPRISE**  
**Public Safety Retirement Commission - Police**

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Council Meeting Date: April 29, 2026  
Submitting Department: Human Resources  
Staff Recommendations:

Contact Person:  
District: Internal

---

Consent: Yes

Regular: No

Public Hearing: No

Report/Discussion: No

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**Agenda Wording:**

Considerations and action pertaining to the review and approval of the October 22, 2025 Public Safety Retirement Commission – Police Meeting Minutes

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**Motion:**

I motion to approve the October 22, 2025 Public Safety Retirement Commission – Police Meeting Minutes.

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**Background:**

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**Objective Analysis:**

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**Policy Compliant:**

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**Financial Impact:**

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**Budget Impact:**

**FTE Impact:**

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**ATTACHMENTS:**

1. Police DRAFT Minutes 10.22.25
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**PUBLIC SAFETY RETIREMENT SYSTEM  
CITY OF SURPRISE LOCAL BOARD – Police**  
Minutes, Wednesday, October 22, 2025  
16000 N. Civic Center Plaza, Surprise, Arizona 85374

The following are the minutes from the Public Safety Retirement Commission – Police Board Meeting held at 2:00 p.m., Wednesday, October 22, 2025. The meeting was held in City Hall, Council Chambers.

**A. Call To Order**

Chair Mattson called the meeting to order at 2:13 p.m.

- B. Roll Call:** Sean Mattson, Chair – Present  
Kim Drayden, Citizen Board Member – Present  
Danielle Quinn, Citizen Board Member – Present  
Rick Hernandez, Police Member – Present  
Mike Robbins, Police Member – Absent

**In attendance:** Michele Fite, PSPRS Board Secretary

**C. Pledge of Allegiance** –Completed

**D. Current Events and Reports** – Chair Mattson mentioned that he had an item that he needs to discuss with Board Members in an Executive Session at the next meeting related to what information is provided to the board to review for pre-existing conditions. This will be added to the next meeting agenda.

**E. Staff Reports** – None.

**F. Call to the Public** – None.

**Consent Agenda:**

- 1. Considerations and action pertaining to the review and approval of the May 7, 2025 Public Safety Retirement Commission – Police Meeting Minutes. - APPROVED**

**Motion:** Rick Hernandez  
**Second:** Kim Drayden  
**Opposed:** None

**Regular Agenda:**

- 2. Consideration and possible action pertaining to the review of medical examinations and the acceptance of Lateral Police Officer Kevin Wallace (rehire) and Mikaela Limper, as well as Police Officer Recruits Zip Howser, Rae Lyons, Cody Lackhan (rehire), Drew Farrell, Daniel Johnson, Alexis Carter, Douglas Savage, Carlos Samaniego, Evan Valdez, Erick Puchala and William “Gaven” Oster into the PSPRS system pursuant to A.R.S. § 38-859. – APPROVED**

**With pre-existing conditions:** Kevin Wallace, Rae Lyons, Daniel Johnson, Douglas Savage, William “Gaven” Oster.

**Without pre-existing conditions:** Mikaela Limper, Cody Lachan, Zip Howser, Drew Farrell, Alexis Carter, Carlos Samaniego, Evan Valdez, Erick Puchala.

**Motion:** Kim Drayden

**Second:** Danielle Quinn

**Opposed:** None

- 3. Discussion and possible action regarding CORP return-to-work retiree, Carlos Samaniego, as a Police Recruit. - APPROVED**

After discussion of Mr. Samaniego’s work history, the board determined that he is eligible to participate in PSPRS and employer contributions will be made on his behalf and he shall earn service credit with PSPRS. No ACR will be required, and an Employer Request for Subsidy shall be submitted to CORP for Mr. Samaniego.

**Motion:** Sean Mattson

**Second:** Rick Hernandez

**Opposed:** None

- G. Other Business and Future Agenda Items – Executive Session on next agenda to discuss the medical records that the board reviews for pre-existing conditions.**

- H. Executive Session – None**

- I. Adjournment**

Motion to adjourn at 2:25 p.m. – APPROVED



**Motion:** Danielle Quinn  
**Second:** Kim Drayden  
**Opposed:** None

**Meeting Minutes Approval:**

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Sean Mattson, Chair  
Public Safety Retirement Commission – Police Board

**CERTIFICATION:**

I, Michele Fite, Board Secretary and Human Resources Business Partner for the City of Surprise, Maricopa County, Arizona, do hereby verify that these are true and correct special session minutes of the Public Safety Retirement Commission – Police Meeting of **Wednesday, October 22, 2025.**

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Michele Fite, Board Secretary  
Public Safety Retirement Commission – Police Board



CITY OF SURPRISE
Public Safety Retirement Commission - Police

Council Meeting Date: April 29, 2026
Submitting Department: Human Resources
Staff Recommendations:

Contact Person:
District: Internal

Consent: No Regular: Yes Public Hearing: No Report/Discussion: No

Agenda Wording:

Consideration and possible action pertaining to the review of medical examinations and the acceptance of the following Police Recruits, into the PSPRS system pursuant to A.R.S. § 38-859:

Mason Palecek

Kayla Adams

Courtney Larson

Lauren Lay

Riley Manley

Palecek was hired on September 15, 2025, Adams was hired on September 29, 2025, Larson and Lay were hired on October 13, 2025, and Manley was hired on December 8, 2025.

Motion:

I motion to approve Members into the PSPRS system as follows:

Tier 3 Mason Palecek WITH \_\_\_ OR WITHOUT \_\_\_ preexisting conditions

Tier 3 Kayla Adams WITH \_\_\_ OR WITHOUT \_\_\_ preexisting conditions

Tier 3 Courtney Larson WITH \_\_\_ OR WITHOUT \_\_\_ preexisting conditions

Tier 3 Lauren Lay WITH \_\_\_ OR WITHOUT \_\_\_ preexisting conditions

Tier 3 Riley Manley WITH \_\_\_ OR WITHOUT \_\_\_ preexisting conditions

**Background:**

Please be informed Palecek was hired on September 15, 2025, Adams was hired on September 29, 2025, Larson and Lay were hired on October 13, 2025, and Manley was hired on December 8, 2025.

The employees were officially notified of the Board’s review of their medical records.

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**Objective Analysis:**

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**Policy Compliant:**

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**Financial Impact:**

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**Budget Impact:**

**FTE Impact:**

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**ATTACHMENTS:**

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**CITY OF SURPRISE**  
**Public Safety Retirement Commission - Police**

---

Council Meeting Date: April 29, 2026  
Submitting Department: Human Resources  
Staff Recommendations:

Contact Person:  
District: Internal

---

Consent: No                      Regular: Yes                      Public Hearing: No                      Report/Discussion: No

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**Agenda Wording:**

Discussion and possible action regarding PSPRS return-to-work retiree, Ryan Manley, as a Civilian Investigator.

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**Motion:**

Having reviewed the information presented, I motion that the board find that Ryan Manley is eligible to be rehired by the City of Surprise into the Civilian Investigator position with no impact on the pension he is receiving from PSPRS. Per statute 38-849.E.1-3(a), Mr. Manley meets the requirements to be rehired by the city in this capacity. No alternate contribution is required. The Employer Request for Subsidy shall be submitted to PSPRS for Mr. Manley.

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**Background:**

Ryan Manley retired from City of Surprise as a Police Officer in October 2018. He was hired as a Civilian Investigator on April 13, 2026 which is a non-sworn position. Per statute 38-849.E.1-3(a), Mr. Manley is eligible to be rehired into this non-sworn position. A copy of the statute is included for your reference.

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**Objective Analysis:**

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**Policy Compliant:**

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**Financial Impact:**

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**Budget Impact:**

**FTE Impact:**

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**ATTACHMENTS:**

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**CITY OF SURPRISE**  
**Public Safety Retirement Commission - Police**

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Council Meeting Date: April 29, 2026  
Submitting Department: Human Resources  
Staff Recommendations:

Contact Person:  
District: Internal

---

Consent: No                      Regular: Yes                      Public Hearing: No                      Report/Discussion: No

---

**Agenda Wording:**

Discussion and possible action to enter Executive Session and review the process for reviewing medical examinations for the Police Department as it pertains to the acceptance of members into the PSPRS system pursuant to A.R.S. § 38-859 and whether or not the Board needs to receive the entire Police Report for Preexisting Condition or just the pre-existing condition information and certification that the member is/is not capable of performing the duties of a peace officer with or without accommodation.

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**Motion:**

IF APPROVED:

The Board has reviewed the current process for reviewing medical examinations for the Police Department as it pertains to the acceptance of members into the PSPRS system pursuant to A.R.S. § 38-859. I motion to APPROVE changing the process and request that we only receive the pre-existing condition information and certification that the member is/is not capable of performing the duties of a peace officer with or without accommodation, and no longer receive the entire Police Report for Preexisting Condition.

IF DENIED:

The Board has reviewed the current process for reviewing medical examinations for the Police Department as it pertains to the acceptance of members into the PSPRS system pursuant to A.R.S. § 38-859. I motion to DENY making changes to the current process and request that we continue to receive the entire Police Report for Preexisting Condition.

IF TABLED:

The Board has reviewed the current process for reviewing medical examinations for the Police Department as it pertains to the acceptance of members into the PSPRS system pursuant to A.R.S. § 38-859. I motion to TABLE making changes to the current process because: \_\_\_\_\_.

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**Background:**

Upon review of some previous Police Reports for Pre-Existing Condition, Chair Mattson had some concerns of the information provided and discussed with the Local Board Attorney.

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**Objective Analysis:**

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**Policy Compliant:**

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**Financial Impact:**

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**Budget Impact:**

**FTE Impact:**

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**ATTACHMENTS:**

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