



CITY OF SURPRISE
PSPRS Retirement Commission Meeting - Police
16000 N. Civic Center Plaza
Surprise, AZ 85374
Tuesday, July 21, 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
- 1. Internal Mike Robbins term expired 06/30/26. Human Resources

F. Public Safety Retirement Commission- Police Agenda

CONSENT AGENDA:

Approval of the consent agenda may be by one motion and a passing vote by the board. There will be no separate discussion on these items unless a board member requests such. The requested item for discussion will be removed from the consent agenda and considered in its normal sequence on the agenda.

- 1. Internal Approval of the minutes of the Public Safety Retirement Human Resources
 Commission – Police, from October 22, 2025

REGULAR AGENDA ITEM - NON-PUBLIC HEARING:

- 2. Internal Certification of full-time Recruits / Law Enforcement Human Resources
 Officers pursuant to A.R.S. §§38-842.24(A), 38-842.27,
 38-842.31 and 38-847(D)(1).

Mason Palecek

Kayla Adams

Courtney Larson

Lauren Lay

Riley Manley

- 3. Internal Discussion and possible action regarding Public Safety Human Resources
 Personnel Retirement System (PSPRS) return-to-work
 retiree, Ryan Manley, as a Civilian Investigator.
- 4. Internal Discussion and possible action to enter Executive Human Resources
 Session regarding the review of medical examinations for
 new members.

G. Call To The Public

INSTRUCTIONS:

In order to address the board, you will need to fill out a Public Comment Form available at the entrance, and turn it in to the Clerk before the meeting begins.

You may also fill out the [Public Comment Form](#) online. If submitting the online form the Clerk must receive the request at least one hour before the meeting start time. In accordance with A.R.S. 38-431.01(I) - During this time, members of the public may address board only on issues within the jurisdiction of the Commission. At the conclusion of the open call, board may respond to criticism, may ask staff to review the matter or may ask that the matter be put on a future agenda.

Board members may not discuss or respond to matters raised during the call to the public that are not specifically identified on the agenda.

Each speaker shall be limited to three (3) minutes per item. If several speakers desire to speak regarding a single topic, the Chair may limit the number of speakers or the time given to each group. A maximum time of 30 minutes will be given per topic. However, an equal amount of time will be given to each side of an issue.

H. Executive Session

Notice is hereby given that at any time during this meeting the Local Board may make a motion to recess into Executive Session, with all reasonably necessary staff, to discuss and consult with the Board attorney and representatives of the public body for legal advice pursuant to A.R.S. §38-431.03(A)(3), to discuss personnel matters pursuant to A.R.S. §38-431.03(A)(1), and to review confidential records pursuant to A.R.S. §38-431.03(A)(2).

I. Other Business and Future Agenda Items

J. Adjournment

KRISTI PASSARELLI, CITY CLERK

POSTED: Thursday, July 16, 2026 @ 4:45pm

Council chamber doors will be open at least 30 minutes prior to the start of the meeting.

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
PSPRS Retirement Commission Meeting - Police

Council Meeting Date: July 21, 2026
Submitting Department: Human Resources
Staff Recommendations: None

Contact Person:
District: Internal

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

Agenda Wording:

Mike Robbins term expired 06/30/26.

Motion:

Background:

Lt. Robbins was “appointed” 6/3/2024 to fill the remaining term for Chris Thomas - 6/30/2026. Election for a new board member is currently in progress.

Objective Analysis:

Policy Compliant:

Financial Impact:

Budget Impact:

FTE Impact:

ATTACHMENTS:



CITY OF SURPRISE
PSPRS Retirement Commission Meeting - Police

Council Meeting Date: July 21, 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:

Approval of the minutes of the Public Safety Retirement Commission – Police, from October 22, 2025

Motion:

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

Background:

Objective Analysis:

Policy Compliant:

Financial Impact:

Budget Impact:

FTE Impact:

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 Lackhan, 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



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

Motion: Danielle Quinn

Second: Kim Drayden

Opposed: None

Meeting Minutes Approval:

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.**

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



CITY OF SURPRISE
PSPRS Retirement Commission Meeting - Police

Council Meeting Date: July 21, 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:

Certification of full-time Recruits / Law Enforcement Officers pursuant to A.R.S. §§38-842.24(A), 38-842.27, 38-842.31 and 38-847(D)(1).

Mason Palecek

Kayla Adams

Courtney Larson

Lauren Lay

Riley Manley

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 as a Recruit and is now a Sworn Officer;
Adams was hired on September 29, 2025 as a Recruit and is now a Sworn Officer;
Larson and Lay were hired on October 13, 2025 as Recruits and are now Sworn Officers;
Manley was hired on December 8, 2025 as a Recruit.
The employees were officially notified of the Board’s review of their medical records.

Objective Analysis:

Policy Compliant:

Financial Impact:

Budget Impact:

FTE Impact:

ATTACHMENTS:



CITY OF SURPRISE
PSPRS Retirement Commission Meeting - Police

Council Meeting Date: July 21, 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 Public Safety Personnel Retirement System (PSPRS) return-to-work retiree, Ryan Manley, as a Civilian Investigator.

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.

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.

Objective Analysis:

Policy Compliant:

Financial Impact:

Budget Impact:

FTE Impact:

ATTACHMENTS:



CITY OF SURPRISE
PSPRS Retirement Commission Meeting - Police

Council Meeting Date: July 21, 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 to enter Executive Session regarding the review of medical examinations for new members.

Motion:

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 Pre-existing 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 Pre-existing 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: _____.

Background:

Currently, the entire Police Report is provided for review. Board needs to decide if the entire report is needed, or just the pre-existing condition information and certification that the member is/is not capable of performing the duties of a Law Enforcement Officer, with or without accommodation.

Objective Analysis:

Policy Compliant:

Financial Impact:

Budget Impact:

FTE Impact:

ATTACHMENTS:



CITY OF SURPRISE
PSPRS Retirement Commission Meeting - Police

Council Meeting Date: July 21, 2026
Submitting Department: Legal
Staff Recommendations:

Contact Person:
District: Internal

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

Agenda Wording:

Notice is hereby given that at any time during this meeting the Local Board may make a motion to recess into Executive Session, with all reasonably necessary staff, to discuss and consult with the Board attorney and representatives of the public body for legal advice pursuant to A.R.S. §38-431.03(A)(3), to discuss personnel matters pursuant to A.R.S. §38-431.03(A)(1), and to review confidential records pursuant to A.R.S. §38-431.03(A)(2).

Motion:

Background:

Objective Analysis:

Policy Compliant:

Financial Impact:

Budget Impact:

FTE Impact:

ATTACHMENTS:
