



# CITY OF TOLLESON

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**TOLLESON POLICE PUBLIC SAFETY PERSONNEL  
RETIREMENT SYSTEM BOARD MEETING ACTION MINUTES  
ZOOM MEETING ID: 847 5640 5298  
WEDNESDAY, MARCH 4, 2026  
5:05 PM  
OR UPON ADJOURNMENT OF TOLLESON FIRE PUBLIC SAFETY  
PERSONNEL RETIREMENT SYSTEM BOARD  
THIS MEETING WILL BE HELD BY REMOTE PARTICIPATION ONLY.**

Members of the public may participate in the meeting via Zoom with a computer or cell phone by visiting the following direct link: <https://us02web.zoom.us/j/84756405298>.

## **CALL TO ORDER**

**Chair Chavira called the Tolleson Police Public Safety Retirement Board Meeting to order at 5:11 P.M.**

## **ROLL CALL**

**Present: Chair Christine Chavira, Board Members Sheryl Heier, Katherine Hitz, and Gerardo Ruiz.**

**Not Present: Board Member Adan Luz Morado**

**Board Representatives: Board Attorney Lesli Sorensen**

**Not Present: Board Secretary Wendy Jackson**

**Administration: Employee Resources Specialist Yareli Zavala and Deputy City Clerk Citlaly Salas**

## **REGULAR AGENDA – ACTION ITEMS**

1. Discussion and Possible Approval of the Police Public Safety Personnel Retirement Board Meeting Minutes of November 5, 2025.

2.

**Board Member Ruiz moved to approve the Police Safety Personnel Retirement Board meeting minutes; the motion was seconded by Board Member Heier. The motion carried 4 to 0.**

**Chair Chavira – Aye**

**Board Member Heier – Aye**

**Board Member Hitz – Aye**

**Board Member Ruiz – Aye**



2. Discussion and Possible Approval of New Membership Application:

Brian Romero – Date of Hire: November 17, 2025

Membership Effective Date: November 17, 2025

**Board Member Heier moved to go into executive session to receive legal advice; the motion was seconded by Board Member Ruiz. The motion carried 4 to 0.**

**Chair Chavira – Aye**

**Board Member Heier – Aye**

**Board Member Hitz – Aye**

**Board Member Ruiz – Aye**

**Board Member Ruiz moved to approve the new Membership Application for Brian Romero with pre-existing conditions as noted on the record; the motion was seconded by Board Member Hitz. The motion carried 4 to 0.**

**Chair Chavira – Aye**

**Board Member Heier – Aye**

**Board Member Hitz – Aye**

**Board Member Ruiz – Aye**

**FOR DISCUSSION**

1. Announcements

**ADJOURNMENT**

**Board Member Ruiz moved to adjourn the Police Public Safety Personnel Retirement System Board Meeting; the motion was seconded by Board Member Heier. The motion carried 4 to 0.**

**Chair Chavira – Aye**

**Board Member Heier - Aye**

**Board Member Hitz – Aye**

**Board Member Ruiz – Aye**

**The meeting was adjourned at 5:17 PM.**

A copy of the agenda background material provided to Board members (with the exception of confidential information or material relating to possible executive sessions) is available for public inspection at the Board's office, 9055 W. Van Buren Street, at the Employee Resources Department.

Pursuant to A.R.S. § 38-431.01 and A.R.S. § 38-431.02, notice is hereby given to the members of the City of Tolleson Police Public Safety Personnel Retirement System Board and to the general public that the City of Tolleson Police Public Safety Personnel Retirement System Board will hold a meeting open to the public via Zoom conference.

The City of Tolleson Police Public Safety Personnel Retirement System Board may vote to go into executive session, which will not be open to the public, to discuss certain matters. The Board may also vote to go into executive session for the purpose of obtaining legal advice from the Board's attorney on any matter listed on the agenda pursuant to A.R.S. § 38-431.03(A)(3); and for the discussion or consideration of documents exempt from public inspection for any matter on the agenda pursuant to A.R.S. § 38-431.03(A)(2); and for the discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of any public body, except that, with the exception of salary discussions an officer, appointee or employee may demand that the discussion or consideration occur at a public meeting. The public body shall provide the officer, appointee or employee with written notice of the executive session as is appropriate but not less than twenty-four hours for the officer, appointee or employee to determine whether the discussion or consideration should occur at a public meeting pursuant to A.R.S. § 38-431.03(A)(1).

Zoom's live transcription feature can provide automatic captioning by clicking on the Closed Caption (CC) button during the meeting.

**THE CITY OF TOLLESON ENDEAVORS TO MAKE ALL PUBLIC MEETINGS ACCESSIBLE TO INDIVIDUALS WITH DISABILITIES.** With at least two business days advance notice, accommodations can be provided at this meeting for individuals with vision, hearing and/or speech disabilities, including a transcriber, large print, an interpreter, an assistive listening device, etc. Please call the City Clerk at (623) 936-7111, or TTY users may dial 711 for Arizona Relay Service (AZRS), to request an accommodation to participate in this public meeting. The City will try its best to accommodate any last minute requests.

**LA CIUDAD DE TOLLESON SE ESFUERZA PARA HACER TODAS LAS REUNIONES PÚBLICAS ACCESIBLE PARA INDIVIDUOS CON DISCAPACIDADES.** Con al menos dos días laborables de previo aviso, se pueden proporcionar adaptaciones en esta reunión para personas con discapacidades visuales, auditivas o del habla, incluido un transcriptor, letra grande, un intérprete, un dispositivo de asistencia auditiva, etc. Llame a la Secretaría Municipal al (623) 936-7111, o los usuarios de TTY pueden marcar 711 para el Servicio de Retransmisión de Arizona (AZRS), para solicitar un alojamiento para participar en esta reunión pública. La Ciudad hará todo lo posible para satisfacer cualquier solicitud de último minuto.

Post-Production File

**City of Tolleson**  
**Public Safety Personnel Retirement Police Board Meeting Minutes**  
**March 4, 2026**

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CHAVIRA: Good evening, everyone. I am Chair Christine Chavira, and I would like to call this meeting to order of the Tolleson Police Public Safety Personnel Retirement System Board meeting. Please state if you are present.

Board Member Sheryl Heier?

HEIER: Present.

CHAVIRA: Katherine Hitz?

HITZ: Present.

CHAVIRA: Adan Morado? And Gerardo Ruiz?

RUIZ: Present.

CHAVIRA: City Clerk, please note that all Board members are present with the exception of Adan Morado.

SORENSEN: Board Representatives Attorney Lesli Sorensen?

SORENSEN: Present.

CHAVIRA: And Secretary Wendy Jackson wasn't able to be here tonight.

SORENSEN: Thank you.

CHAVIRA: Thank you. Do we have a motion to approve the November 5th, 2025 Police Public Safety Personnel Retirement Board meeting minutes?

RUIZ: Motion to approve.

CHAVIRA: Thank you. Do we have a second?

HEIER: Second.

CHAVIRA: All those in favor, say aye.

ALL: Aye.

CHAVIRA: All those opposed, say nay. And with that, the motion is carried. Thank you, all. This evening, we have a discussion and possible approval of a new membership application.

Ms. Sorensen, would you like to take the floor?

SORENSEN: Thank you very much. So you have one new membership application here, Brian Romero, hired in November 17 of 2025 with a membership effective date of same. I reviewed the medical files, which were provided to the Board as well, and do note a

pre-existing condition. The board would like to discuss the condition. We can do so in executive session. Otherwise, a motion to accept the membership application would be in order.

CHAVIRA: All right. Are there any Board members who would like to discuss any items?

RUIZ: Yeah. Can we go ahead and discuss the condition?

SORENSEN: We need to make a motion to go into executive session.

HEIER: Yeah. I make a motion we go into executive session.

CHAVIRA: Do I have a second?

RUIZ: I second.

CHAVIRA: Thank you.

SALAS: I'm going to go ahead and pause.

CHAVIRA: Therefore, the Board will convene into executive session.

[BOARD CONVENED TO EXECUTIVE SESSION]

CHAVIRA: Thank you for all those listening. We have resumed from our executive session. In that case, do we have a motion to approve the membership application for Brian Romero?

RUIZ: Motion to approve membership for Brian.

CHAVIRA: Thank you. Is there a second?

SORENSEN: Madam Chair?

CHAVIRA: Yes?

SORENSEN: May I just clarify that the motion is subject to the pre-existing condition as noted in the medical records?

CHAVIRA: Thank you very much.

SORENSEN: Thank you.

CHAVIRA: Is there a second?

HITZ: I second that motion.

CHAVIRA: Thank you. All those in favor, say aye.

ALL: Aye.

CHAVIRA: All those opposed, say nay. And with that, the motion is carried.

**CITY OF TOLLESON**  
**MARCH 4, 2026 PUBLIC SAFETY PERSONNEL RETIREMENT POLICE BOARD MEETING MINUTES**

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City Clerk, if you'll note that that motion is carried. And with that, everyone, do we have a motion to adjourn?

RUIZ: Motion to adjourn.

CHAVIRA: Thank you. Is there a second?

HEIER: I second.

CHAVIRA: Thank you. All in favor, say aye.

ALL: Aye.

CHAVIRA: Aye. All opposed, say nay. And with that, the motion is carried, and the meeting is adjourned. Thank you all so much. Have a great evening.

SORENSEN: Thank you, everyone.

HITZ: Thank you. Good night.

APPROVED:

 [Christine Chavira \(Jun 9, 2026 06:17:41 PDT\)](#)

CHRISTINE CHAVIRA, CHAIR


ATTEST:

 [Wendy Jackson \(Jun 10, 2026 17:06:14 PDT\)](#)

WENDY JACKSON, SECRETARY

CERTIFICATION

I HEREBY CERTIFY THAT THE FOREGOING MINUTES ARE A TRUE AND CORRECT COPY OF THE MINUTES OF THE MEETING OF THE POLICE PUBLIC SAFETY PERSONNEL RETIREMENT SYSTEM BOARD OF THE CITY OF TOLLESON, ARIZONA, HELD ON MARCH 4, 2026. I FURTHER CERTIFY THAT THE MEETING WAS DULY CALLED AND HELD, AND THAT A QUORUM WAS PRESENT.

 [Wendy Jackson \(Jun 10, 2026 17:06:14 PDT\)](#)

WENDY JACKSON, SECRETARY






# 03 04 26 Police Public Safety Personnel Retirement System Board Meeting Minutes

Final Audit Report

2026-06-11

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