



Office of the City Clerk  
**BOARDS, COMMITTEES & COMMISSIONS**

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**TUCSON SUPPLEMENTAL RETIREMENT SYSTEM  
BOARD OF TRUSTEES**

**CREATED BY:**

Tucson City Code § 22-44 et.seq.  
Ordinance No. 7113, December 19, 1988  
Ordinance No. 9776, October 7, 2002  
Ordinance No. 10284, June 6, 2006  
Ordinance No. 10657, April 28, 2009

**MEMBERS:**

7 members.

- A chairman, to be appointed by the mayor, subject to the approval of the council;
- The Human Resources Director or their designee;
- The Finance Director or their designee and shall serve as the secretary of the board;
- Two (2) contributing members, known as employee-representative trustees, nominated and elected by the contributing members of the system in the manner as the board shall prescribe by regulation;
- One (1) retired member nominated and elected by the retired members of the system in a manner that the Board shall prescribe by regulation;
- One (1) member appointed by the City Manager.

**QUORUM:**

4 members

**QUALIFICATIONS:**

The chairperson of the board shall be a qualified elector of the city and a person of business experience with emphasis in a discipline such as law, retirement, administration, accounting or investments. The City Manager's appointee shall be a person of business experience with emphasis on a discipline such as law, retirement administration, accounting or investments.

**TERMS OF OFFICE:**

The term of office of board members, other than the Directors of Human Resources and Finance, shall be for three (3) years.

The chairman of the board's term of office shall be four (4) years.

The City Manager's appointee shall serve at the discretion of the City Manager or until the appointee resigns by producing a notice to the Board and the City Manager, and shall not be subject to any term limitation.

Employee-representative members and retiree representative members who have been elected to two (2) consecutive terms shall not be eligible to succeed themselves.

**EXEMPT FROM TCC 10A-134:** Yes; exempt from all provisions of 10A-134.

**FUNCTIONS:**

The board shall:

Be responsible for, and shall have the power and authority necessary to effectuate the administration, management and operation of the System. The Board shall construe, interpret and implement the provisions of this article, in its discretion and pursuant to uniform and non-discriminatory rules, policies and procedures.

Be the trustee of the fund created by this section of the code. The board shall have full power to invest and reinvest all moneys belonging to such fund and to hold, purchase, sell, assign, transfer or dispose of the securities or investment in which any such moneys have been invested.

Keep a record of all of its proceedings, and such record shall be open to inspection by members and the public.

Determine the Credited Service, the Compensation, the Average Final Monthly Compensation, and the age of all members; and when the same cannot be determined from the records, it may make the best available estimates thereof.

Make annually a report to the mayor and council covering the operations of the system for the preceding fiscal year, including its financial conditions as of fiscal closing.

Adopt necessary rules and regulations governing the administration of the system.

Do all other things necessary for the proper administration of the provisions of the system.

Review and provide written recommendations to the Mayor and Council on all proposed ordinances and resolutions not originating from the Board of Trustees that amend, modify or delete provisions of the system. Forty-five (45) days advance notice shall be given to the Board prior to any such Mayor and Council action regarding the system.

**OPEN PUBLIC MEETING LAW REQUIREMENTS:**

This public body must comply with all of the provisions of the Open Public Meeting Law, including provisions requiring that a record of all meetings be maintained. Records of meetings are retained by the secretary to the public body.

**COMPENSATION:**

Members of the Board shall serve without compensation but shall be reimbursed for expenses incurred by them in the performance of their Board duties.

**BCC TERMINATION REQUIREMENTS:**

This is an on-going board

**SUPPORTING DEPARTMENT(S):**

Human Resources

791-4598