



PUBLIC NOTICE STATEMENT FORM – 2016

PLEASE COMPLETE AND RETURN TO THE CITY CLERK'S OFFICE
BY DECEMBER 4, 2015

BCC Name: Tucson Supplemental Retirement System Board of Trustees (TSRS)

In order to comply with the public notice provisions of the Arizona Open Meeting Laws (Arizona Revised Statutes, § 38-431.02), each public body must provide public notice of meetings. Please indicate the method that your group will use. Complete the information, date and sign, and return this form to the City Clerk's Office.

OPTION A Complete this section if the public body meets only as required.

Indicate if you are requesting that the City Clerk post meeting notices and agendas in the designated locations at City Hall. Meeting notices and agendas should be emailed to BoardsandCommissions@tucsonaz.gov a minimum of 5 days prior to each meeting in order to ensure proper posting. **OR**, indicate a different location where you will make meeting notices and agendas available to the public (*see Note at bottom of page*).

Meeting Notices & Agendas will be provided to the City Clerk no less than 5 days prior to all meetings, for posting at City Hall.

OR

Meeting Notices & Agendas will be available to the public, at the following posting location, no less than 24 hours before each meeting: _____

(See Note at bottom of page)

Signature of Chairperson: _____ Date: _____

OPTION B Complete this section if the public body has specific meeting dates, times and locations, and indicate below (or, you may attach a schedule for the year). Any changes to the schedule will be reported to the City Clerk.

Days/Dates: schedule of meetings attached Time: _____
Location: _____

Indicate if you are requesting that the City Clerk post meeting notices and agendas in the designated locations at City Hall. Meeting notices and agendas should be emailed to BoardsandCommissions@tucsonaz.gov a minimum of 5 days prior to each meeting in order to ensure proper posting. **OR**, indicate a different location where you will make meeting notices and agendas available to the public (*see Note at bottom of page*).

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(See Note at bottom of page)

Signature of Chairperson: [Signature] Date: 11/23/15

* **Note:** All meeting notices and agendas must be posted on the City's website, as well as at the designated posting location. For online posting, meeting notices and agendas should be emailed as a Word document to BoardsandCommissions@tucsonaz.gov.



MEMORANDUM

DATE: November 19, 2015

TO: TSRS Board of Trustees FROM: Silvia Navarro
Treasury Administrator

SUBJECT: **2016** TSRS Board Meeting Schedule

All scheduled meetings are generally planned to be held at 8:30 a.m. on the last Thursday of each month (except where **indicated**) in the 5th floor Finance conference room located on the West side of City Hall. However, both the schedule and the location of these meetings are subject to change as conditions dictate, so please carefully check each month's agenda for possible time, date or location changes.

<u>2016 Dates</u>	<u>Time</u>	<u>Location</u>
January 28th	8:30am	City Hall, 5 th Floor West Fin Conference Rm
February 25th	8:30am	City Hall, 5 th Floor West Fin Conference Rm
March 31st	8:30am	City Hall, 5 th Floor West Fin Conference Rm
April 28th	8:30am	City Hall, 5 th Floor West Fin Conference Rm
May 26th	8:30am	City Hall, 5 th Floor West Fin Conference Rm
June 30th	8:30am	City Hall, 5 th Floor West Fin Conference Rm
July 28th	8:30am	City Hall, 5 th Floor West Fin Conference Rm
August 25th	8:30am	City Hall, 5 th Floor West Fin Conference Rm
September 29th	8:30am	City Hall, 5 th Floor West Fin Conference Rm
October 28th (Friday)	8:00am	Arizona Inn, 2200 East Elm St, Tucson, AZ
November 17th (3 rd Thurs.)	8:30am	City Hall, 5 th Floor West Fin Conference Rm
December 22nd (3 rd Thurs.)	8:30am	City Hall, 5 th Floor West Fin Conference Rm