



AGENDA

City of Lucas
Lucas Volunteer Firefighter Pension Board
Tuesday, December 8, 2020
6:00 PM
City Hall Council Chambers
and Video Conference
665 Country Club Road – Lucas, Texas

Notice is hereby given that a meeting of the Lucas Volunteer Firefighter Pension Board will be held on Tuesday, December 8, 2020 at 6:00 pm at Lucas City Hall, 665 Country Club Road, Lucas, Texas 75002-7651 at which time the following agenda will be discussed.

On March 16, 2020 Governor Abbott suspended some provisions of the Open Meetings Act in response to the COVID-19 emergency. In order to practice safe distancing, Lucas Volunteer Firefighter Pension Board meetings will be open to on-site visitors in a limited capacity of 15 audience members. Lucas Volunteer Firefighter Pension Board meetings will also be available through Zoom from your computer or smartphone. To join the meeting, please click this URL: <https://zoom.us/j/96376158367?pwd=Umh4Wmxvc1FwVm5UZWxndzFBY3JlZz09>

Enter your name and e-mail address. You may also join by phone: 1 346 248 7799. When prompted, enter the meeting ID: 963 7615 8367 and password: 805568.

If the public desires to speak during a specific agenda item, they must email Assistant to the City Manager Kent Souriyasak at kent@lucastexas.us by **2:00 pm on the day of the meeting**. The email must contain the person's name, address, phone number, and the agenda item(s) for which comments will be made.

Call to Order

- Roll Call
- Determination of Quorum
- Reminder to turn off or silence cell phones

Regular Agenda

1. Consider approval of the minutes of the September 8, 2020 Lucas Volunteer Firefighter Pension Board meeting. **(Lucas Volunteer Firefighter Pension Board)**
2. Review and certify the final Membership Reconciliation Report provided by the Texas Emergency Services Retirement System (TESRS) and provide an update on the revocation process. **(Lucas Volunteer Firefighter Pension Board, Assistant to the City Manager Kent Souriyasak)**
3. Adjournment.

Certification

I do hereby certify that the above notice was posted in accordance with the Texas Open Meetings Act on the bulletin board at Lucas City Hall, 665 Country Club Road, Lucas, TX 75002 and on the City's website at www.lucastexas.us on or before 5:00 p.m. on December 3, 2020.



Kent Souriyasak, Assistant to the City Manager

In compliance with the American with Disabilities Act, the City of Lucas will provide for reasonable accommodations for persons attending public meetings at City Hall. Requests for accommodations or interpretive services should be directed to Stacy Henderson at 972.912.1211 or by email at shenderson@lucastexas.us at least 48 hours prior to the meeting.



City of Lucas
Lucas Volunteer Firefighter
Pension Board
December 8, 2020

Item No. 01

Requester: Lucas Volunteer Firefighter Pension Board

Agenda Item Request

Consider approval of the minutes of the September 8, 2020 Lucas Volunteer Firefighter Pension Board meeting.

Background Information

NA

Attachments/Supporting Documentation

1. September 8, 2020 Lucas Volunteer Firefighter Pension Board minutes

Budget/Financial Impact

NA

Recommendation

NA

Motion

I make a motion to approve the minutes of the September 8, 2020 Lucas Volunteer Firefighter Pension Board meeting.



MINUTES

Lucas Volunteer Firefighter Pension Board
September 8, 2020 6:00 pm
City Hall - 665 Country Club Road – Lucas, Texas 75002

Call to Order

Meeting called to order at 6:30 pm.

Members Present: Larry Bowman, Chairman
 Jamie Kilpatrick, Vice-Chairman
 Russell Chandler, Secretary
 Alejandro Contreras

City Staff Present: Janice Babcock, Human Resources Generalist

Agenda

1. Consider approval of the minutes of the Lucas Volunteer Firefighter Pension Board meeting from September 4, 2020.

MOTION: A motion was made by Jamie Kilpatrick and seconded by Russell Chandler to approve the minutes from the Lucas Volunteer Firefighter Pension Board meeting from September 4, 2020. All were in favor.

2. Review corrected benefit statements for the four (4) volunteer firefighters from the September 4, 2020 meeting. Review the TESR roster for the current and former members.

MOTION: A motion was made by Russell Chandler and seconded by Alejandro Contreras the review of the four (4) corrected benefit statements and a review of the TESRS roster for the current and former members had been completed. All were in favor.

3. Review the last two years of Membership Reconciliation Reports to verify that all members of the Department who were eligible to be enrolled have been enrolled in the pension system.

MOTION: A motion was made by Jamie Kilpatrick and seconded by Russell Chandler the board has reviewed the last two years of Membership Reconciliation Reports and all members of the Department who were eligible to be enrolled have been enrolled in the pension plan.

4. Consider the certification of the following items:

Certify the accuracy of enrollment;

Certify the accuracy of the TESRS Department Membership Roster;

Certify the accuracy of qualified service earned for each current and former member;

Complete and sign the Local Board Attestation form.

MOTION: A motion was made by Russell Chandler and seconded by Jamie Kilpatrick to:
Certify the accuracy of enrollment;
Certify the accuracy of the TESRS Department Membership Roster;
Certify the accuracy of qualified service earned for each current and former member; and
Complete and sign the Local Board Attestation form.

It was unanimous vote.

5. Update the City of Lucas Volunteer Firefighter Local Pension Board concerning the next steps to opt out of the pension plan.

Board Chairman Larry Bowman asked Janice Babcock to briefly explain the next steps in the exiting/revocation process from TESRS once the Attestation form was signed and returned to TESRS.

Janice Babcock, HR Generalist stated once TESRS receives the signed attestation form, TESRS will work on the revocation numbers and agreement for the City of Lucas. The revocation numbers and agreement must be given to the City of Lucas no later than September 24, 2020 so it can be added to the City Council agenda for consent on the October 1, 2020 City Council meeting. Ms. Hays with TESRS will give the City further direction after receipt of the Local Board Attestation form.

No motion needed for information and discussion purposes only.

6. Adjournment.

MOTION: A motion was made by Jamie Kilpatrick and seconded by Alejandro Contreras to adjourn the meeting of the Lucas Volunteer Firefighter Pension Board at 6:13 pm.
The motion passed unanimously.

Jamie Kilpatrick, Vice-Chairman for
Larry Bowman, Chairman

Kent Souriyasak, Assistant to the City Manager for
Janice Babcock, Human Resources Generalist



City of Lucas

Lucas Volunteer Firefighter Pension Board

December 8, 2020

Item No. 02

Requester: Lucas Volunteer Firefighter Pension Board
Assistant to the City Manager Kent Souriyasak

Agenda Item Request

Review and certify the final Membership Reconciliation Report provided by the Texas Emergency Services Retirement System (TESRS) and provide an update on the revocation process.

Background Information

At the September 8, 2020 Lucas Volunteer Firefighter Pension Board meeting, the Pension Board certified the accuracy of the members, certified the qualified service earned for each current and former member, and completed the Local Board Attestation form that was submitted to the Texas Emergency Services Retirement System (TESRS) to begin the revocation process.

As part of the revocation process, the final Membership Reconciliation Report needs to be reviewed and certified by the Pension Board. In addition, the City will submit termination forms to the TESRS for each active member on the Membership Reconciliation Report with a termination date of December 31, 2020. The final step of the revocation process involves the revocation amendment which would need to be authorized and executed by the City. The revocation will be effective December 31, 2020 and there will not be a need for the Pension Board to complete the traditional Annual Report since each member's service credit will be reported on the termination forms submitted to the TESRS. The TESRS will send notifications of the revocation to the terminated members within 90 days after the revocation date.

Attachments/Supporting Documentation

1. Membership Reconciliation Report will be sent out as a separate attachment.

Budget/Financial Impact

NA

Recommendation

NA

Motion

I make a motion to approve/deny certifying the final Membership Reconciliation Report provided by the Texas Emergency Services Retirement System (TESRS).