

**THIS ISSUE: Year-End Payroll Reminder,
City Contact Cleanup Reminder, 2010 Board Meetings**

Year-End Payroll Reminder

This is a friendly reminder that your *December 2009* monthly payroll report must be submitted to TMRS *no later than January 15, 2010*.

It is very important that you make this deadline. If it is missed, two things will happen:

- Your city will be assessed a late penalty
- Late reports will affect estimates contained in the 2009 member annual statements and delay the processing of December 2009 retirements

If you have already submitted your December 2009 payroll report, *thank you very much!* Also, please remember that your 2010 city contribution rate takes effect with the **January 2010 monthly report**, which is due to TMRS no later than February 15, 2010.

If we can provide assistance or answer any questions you may have, please do not hesitate to contact Member Services at 800-924-8677.

Cleaning Up City Contacts

On December 11, we mailed all TMRS City Correspondents a form to update the list of “authorized contacts” that we have on file for your city. If you haven’t yet done so, please return the forms as quickly as possible. The purpose of the form is to update the list of “authorized contacts” that we have on file for our member cities (including names, e-mail addresses, phone and fax numbers).

If any City Correspondent hasn’t received the Contact Update letter and form or has questions about filling it out, please call TMRS at 800.924.8677. Thank you for helping us update these important records!

Important Dates for 2010

The Board meeting dates for calendar year 2010 are as follows:

January 15 TMRS Board of Trustees Special Meeting • Austin
February 19 TMRS Board of Trustees Special Meeting • Austin
March 12 TMRS Board of Trustees Meeting • Austin

- May 7** Joint Meeting of the TMRS Board and Advisory Committee • Austin
June 18 TMRS Board of Trustees Meeting • Austin
August 27 Joint Meeting of the TMRS Board and Advisory Committee • Austin
September 24 TMRS Board of Trustees Meeting • Austin
October 27 TMRS Board of Trustees Special Meeting • Corpus Christi
(in conjunction with TML)
December 3 TMRS Board of Trustees Meeting • Austin

For a complete listing of TMRS events, check the [web calendar](#) periodically. We have some of our training courses and Regional Pre-Retirement Seminars posted, and more will be added soon!

NOTE - Previously issued e-bulletins are posted in the E-Bulletin section under the Publications page on the TMRS Website.