



Volunteer Fire Department Pension Board
Online Meeting
Notice & Agenda
Tuesday, March 22, 2022

To join the meeting, visit <https://avondaleaz.zoom.us/j/3083557784>

Using a Mobile Device? Download the Zoom Cloud Meeting App

To join the meeting with audio only (no presentations), call 301-715-8592 (meeting ID: 308 355 7784)

REGULAR MEETING

5:30 PM

CALL TO ORDER

1. Roll Call by the Board Secretary, Marcella Carrillo

2. Appointment of Chair

The Volunteer Fire Department Pension Board will consider a request to appoint a member as Chair of the Board. The Board will take the appropriate action.

3. Minutes

The Volunteer Fire Department Pension Board will consider a request to approve the March 10, 2021 meeting minutes. The Board will take the appropriate action.

4. Fiscal Year 2021 Annual Report

The Volunteer Fire Department Pension Board will consider a request to approve the Report of Volunteer Fire Fighters Relief and Pension Fund annual report to be sent to the State Fire Marshal by March 31st. The Board will take appropriate action.

5. Review of Benefits

A staff member from the Finance and Budget Department will present the benefits paid during Fiscal Year 2021. This item is for discussion only.

6. Adjournment

Members will attend either in person or by telephone conference call. Individuals with special accessibility needs, including sight or hearing impaired, large print, or interpreter, should contact the City Clerk at 623-333-1200 or TDD 623-333-0010 at least two business days prior to the meeting.

Personas con necesidades especiales de accesibilidad, incluyendo personas con impedimentos de vista u oído, o con necesidad de impresión grande o intérprete, deben comunicarse con la Secretaria de la Ciudad at 623-333-1200 o TDD 623-333-0010 cuando menos dos días hábiles antes de la junta. Los miembros asistirán en persona o vía teleconferencia.

MINUTES OF THE AVONDALE VOLUNTEER FIRE FIGHTER PENSION BOARD
CITY OF AVONDALE, ARIZONA
ONLINE MEETING
March 10, 2021

A Regular Meeting of the Avondale Volunteer Fire Fighter Pension Board meeting was convened using the Zoom Cloud Meeting platform in open and public session at 5:00 p.m. All participants attended by phone or video.

Members Present: Chairperson Gloria Solorio and Board Members Lindsey Duncan, Dale Nannenga, Jerome Brownlee Jr, Eddie James, and Bobby Jones*.

Members Absent: Board Member Angela Medina (Unexcused Absent).

Other Municipal Officials Present: Marcella Carrillo, City Clerk/Board Secretary, Linda Mendenhall, Deputy City Clerk; and Keith Fallstrom, Assistant Director of Finance and Budget.

1. Roll Call by the Board Secretary, Marcella Carrillo

2. Minutes

Board Member Jerome Brownlee Jr moved to approve the March 3, 2020 meeting minutes; Board Member Lindsey Duncan seconded the motion. Upon vote, the motion was carried unanimously 5 to 0.

Chairperson Gloria Solorio	Aye
Board Member Lindsey Duncan	Aye
Board Member Dale Nannenga	Aye
Board Member Jerome Brownlee Jr	Aye
Board Member Eddie James	Aye
Board Member Bobby Jones	Absent for Vote

3. Fiscal Year 2020 Annual Report

Marcella Carrillo provided an introduction of the agenda item, explaining the Fiscal Year 2019 Annual Report is required to be filed to the State Fire Marshal annually. The one living volunteer firefighter, Raymond Bedoya, received \$4,801 during fiscal year 2020.

Board Member Jerome Brownlee Jr moved to approve the Fiscal Year 2020 Volunteer Fire Fighters Relief and Pension Fund annual report to be sent to the State Fire Marshal by March 31st; Board Member Nannenga seconded the motion. Upon vote, the motion was carried unanimously 5 to 0.

Chairperson Gloria Solorio	Aye
Board Member Lindsey Duncan	Aye
Board Member Dale Nannenga	Aye

Board Member Jerome Brownlee Jr	Aye
Board Member Eddie James	Aye
Board Member Bobby Jones	Absent for Vote

4. Review of Benefits

Keith Fallstrom, Assistant Director of Finance and Budget, provided additional information regarding the benefits paid during Fiscal Year 2020. The fund started off with \$225,400, earned \$3,200 in interest and distributed \$4,800 to the one recipient. The ending balance of the fund was \$223,700. The fund balance increased by \$1,000 for the year. He explained the fund has sufficient resources to fund the disbursements for the recipient for the next 46 years.

Board Member Jerome Brownlee Jr inquired if other members would be eligible to receive the funds. In response, Mr. Fallstrom explained the City utilizes full-time firefighters so no additional volunteer firefighters will be added.

**Note: Board Member Bobby Jones arrived at the meeting at 5:06 p.m.*

5. Adjournment

There being no further business to come before the board the meeting was adjourned at 5:07 p.m.

Chair

CERTIFICATION AND ATTESTATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular Meeting of the Volunteer Fire Department Pension Board of the City of Avondale held on the 10th day of March 2021. I further certify that the meeting was duly called and held, and that the quorum was present.

Marcella Carrillo, Board Secretary / City Clerk

Date Approved by the Board

REPORT OF VOLUNTEER FIRE FIGHTERS RELIEF AND PENSION FUND

This form is for use by fire departments and fire districts that maintain a fund for fire fighters NOT covered by the Arizona Public Safety Personnel Retirement System. Page 1

Name of Department or District: _____

Mailing Address: _____ City: _____ Arizona, Zip Code _____

Report of Fund for Fiscal Year Ended _____

Signature of Secretary _____ Printed Name: _____

Board Chairperson: _____

Business Address: _____ City: _____ Arizona, Zip Code _____

Business Hours Telephone Number _____ Email Address: _____

Type of Fund:

- A.R.S. § Title 9, Chapter 8, Article 3 Volunteer Fund Investments managed by FFRPF Treasurer
 - A.R.S. § Title 9, Chapter 8, Article 4 Volunteer Fund Investments managed by Purchased Alternate Pension Plan
- (Check 1 Box)

Revenues:

- Monies received from 2% premium tax distribution _____
- Interest earnings _____
- Employees' contributions _____
- Employer's contribution _____

Total Revenues _____

Expenditures:

- Refund payments _____
- Relief payments _____
- Disability payments _____
- Death Benefit payments _____
- Article 3 Pension payments _____
- Article 4 Pension distributions (paid/volunteer) _____
- Payment to Private Fire Company _____
 which covers pension liability _____
- Professional Services (legal, auditing, etc.) _____

Total Expenditures..... _____

Excess of Revenue over (under) Expenditures..... _____

Year's Beginning Balance..... _____

Year's Ending Balance..... _____

“Notwithstanding the provisions of Subsection A and C of this Section, if the board of trustees of a fire district assumes the responsibility for investing and reinvesting the funds pursuant to Section 9-957, Subsection B, the duties of the treasurer may be performed by a member of the board elected by the board. If the duties of the treasurer are performed by a member of the board, he shall be bonded for an amount determined by the board which amount shall not be less than the maximum amount of funds in the account at any one time during the previous year.”

If a member of the board of trustees is treasurer of the fund, you must attach current **PROOF OF BOND. A.R.S. § 9-955.D**

REPORT OF VOLUNTEER FIRE FIGHTERS RELIEF AND PENSION FUND

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FUND DISTRIBUTIONS AUTHORIZED DURING FISCAL YEAR _____

Types of distribution include REFUND, RELIEF, DISABILITY and DEATH BENEFIT, ARTICLE 3 PENSION, OR ARTICLE 4 PENSION. You **must** list name of each beneficiary and amount distributed to each account. A.R.S. § Title 9, Chapter 8,

Please make sufficient copies to meet your needs or attach a separate list (report).

<u>TYPE OF DISTRIBUTION</u>	<u>NAME OF BENEFICIARY</u>	<u>AMOUNT DISTRIBUTED</u>
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ANNUAL AUDIT. The board shall cause an annual audit and report of the fund. (A.R.S. § 9-956. Subsection A.)

The law no longer requires an audit by a certified public accountant; however, the audit cannot be done by a member of the Pension Fund Board of Trustees nor by a potential beneficiary of the pension fund. It must be done by an outside source.

REPORTING REQUIREMENTS

**A COPY OF THIS REPORT AND A COPY OF THE ANNUAL AUDIT SHALL BE ELECTRONICALLY
SUBMITTED AT: <http://dfbls.az.gov/OFM/PSPVFPRFApplication.aspx>**

(A.R.S. § 9-956, Subsection C).

If the annual pension fund report is not received by the State Fire Marshal by the CLOSE OF BUSINESS on March 31st the participating Department is not eligible to receive its share of fire insurance premium tax monies under section 9-952. A.R.S. § 9-956, (D).