



Volunteer Fire Department Pension Board  
Online Meeting  
Notice & Agenda  
Tuesday, March 12, 2024

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 669-444-9171 (meeting ID: 308 355 7784)

*Virtual access to the meeting will be available 10 minutes prior to the meeting start time*

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**REGULAR MEETING**

**5:30 PM**

**CALL TO ORDER**

**1. Roll Call by the Board Secretary, Marcella Carrillo**

**2. Minutes**

The Volunteer Fire Department Pension Board will consider a request to approve the February 28, 2023 meeting minutes. The Board will take the appropriate action.

**3. Fiscal Year 2023 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.

**4. Use of Remaining Pension Balance**

The Volunteer Fire Department Pension Board will: (a) acknowledge the death of the last pensioner paid out of the Volunteer Fire Department Pension Fund; (b) consider a request to recommend to City Council that the board be dissolved due to no living members and that the remaining pension balance be transferred to the Public Safety Personnel Retirement System to pay towards City's unfunded liability, pursuant to ARIZ. REV. STAT. § 9-958. The Board will take appropriate action.

**5. Adjournment**

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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 08, 2023

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 5:36 p.m. All participants attended by phone or video.

**Members Present:** Board Members Eddie James (Chair), Bobby Jones, Dale Nannenga, and Renee Weatherless.

**Members Absent:** Board Member Kenneth Shoaff (Unexcused Absence).

**Other Municipal Officials Present:** Marcella Carrillo, City Clerk/Board Secretary and Maggie Lam, Accounting Manager.

**1. Roll Call by the Board Secretary, Marcella Carrillo**

**2. Minutes**

Board Member Jones moved to approve the March 22, 2022 meeting minutes; Board Member Weather seconded the motion.

Upon vote, the motion was carried unanimously 4 to 0.

Board Member James	Aye
Board Member Jones	Aye
Board Member Nannenga	Aye
Board Member Weatherless	Aye

**3. Fiscal Year 2022 Annual Report**

The Volunteer Fire Department Pension Board considered 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.

Marcella Carrillo provided an introduction of the agenda item, explaining the Fiscal Year 2022 Annual Report is required to be filed to the State Fire Marshal annually. The one living volunteer firefighter, Raymond Bedoya, received \$4,800 during fiscal year 2022.

Board Member Jones moved to approve the Fiscal Year 2022 Volunteer Fire Fighters Relief and Pension Fund annual report to be sent to the State Fire Marshal by March 31<sup>st</sup>; Board Nannenga seconded the motion.

Upon vote, the motion was carried unanimously 4 to 0.

Board Member James	Aye
Board Member Jones	Aye
Board Member Nannenga	Aye
Board Member Weatherless	Aye

**4. Review of Benefits**

A staff member from the Finance and Budget Department was present answer questions regarding the benefits paid during Fiscal Year 2022. This item is for discussion only and no questions were provided.

**5. Adjournment**

There being no further business to come before the board the meeting was adjourned at 5:40 p.m.

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Eddie James, 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 8<sup>th</sup> day of March 2023. I further certify that the meeting was duly called and held, and that the quorum was present.

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Marcella Carrillo, Board Secretary / City Clerk

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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: City of Avondale

Mailing Address: 11465 W Civic Center Dr City: Avondale Arizona, Zip Code 85323

Report of Fund for Fiscal Year Ended June 30, 2023

Signature of Secretary \_\_\_\_\_ Printed Name:  
Marcella Carrillo

Board Chairperson: Renee Weatherless

Business Address: 11465 W Civic Center Dr City: Avondale Arizona, Zip Code 85323

Business Hours Telephone Number 623-333-2000 Email Address: fb@avondaleaz.gov

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	7,040	
Employees' contributions	_____	
Employer's contribution	_____	
<b>Total Revenues .....</b>		<b>7,040</b>

**Expenditures:**

Refund payments	_____	
Relief payments	_____	
Disability payments	_____	
Death Benefit payments	_____	
Article 3 Pension payments	_____	
Article 4 Pension distributions (paid/volunteer)	5200	
Payment to Private Fire Company which covers pension liability	_____	
Professional Services (legal, auditing, etc.)	_____	
<b>Total Expenditures.....</b>		<b>5200</b>
Excess of Revenue over (under) Expenditures.....		<b>1,840</b>
Year's Beginning Balance.....		<b>214,275</b>
Year's Ending Balance.....		<b>216,115</b>

*“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

(Page 2)

## FUND DISTRIBUTIONS AUTHORIZED DURING FISCAL YEAR 2023

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>
Article 4	Raymond Bedoya	\$5,200

**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).

# 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.”*

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# REPORT OF VOLUNTEER FIRE FIGHTERS RELIEF AND PENSION FUND

(Page 2)

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