



**Austin Fire Fighters Relief and Retirement Fund**

4101 Parkstone Heights Drive, Suite 270

Austin, TX 78746

Telephone: (512) 454-9567

August 17, 2022

Dear Members:

Austin Fire Fighters Relief and Retirement Fund (AFRRF) **will be accepting nominations** for candidates for the election of one position on the AFRRF Board of Trustees. The term for this elected trustee position will begin as early as January 1, 2023 and end December 31, 2025. Trustee elections are available to both active and retired fire fighters. Active firefighters can nominate and elect a fellow active or retired firefighter, and retired firefighters can nominate and elect a fellow retiree or active firefighter.

To know more about the candidates running, the pension board is requesting a biography for every candidate who is nominated. The biography, which is not mandatory, should not be more than three hundred (300) words in length and this will be strictly adhered to. The biographies will be included with each ballot to inform you about the candidates. The following are the nomination and election time periods as scheduled:

**Nominations – 09/1/2022 through 09/15/2022**

The nominations for the trustee position can be submitted by **email at [staff@afrrf.org](mailto:staff@afrrf.org), phone at 512-454-9567, mail, or in person at the pension fund office** only at the **above address**. As mentioned, a biography may be provided for every candidate nominated (not mandatory). Any biographies should be provided to the pension office **by September 21st please**.

**Nominations deadline is September 15<sup>th</sup> by 5 p.m.**

**Elections – 11/1/2022 through 11/15/2022**

For both active and retired fire fighters, **ballots** are scheduled for distribution **by USPS First class mail** to the eligible voter's **home address** on record during the **last week of October**. The ballots can be **returned using the prepaid business reply envelope provided** within the ballot package addressed to the third-party election official. The return envelopes must be **post marked no later than November 16<sup>th</sup>**.

There will also be an option to **vote online**. The printed mail ballot materials will include the online voting website URL as well as log-in credentials. An email will be sent on the opening date to any voters with a valid email address on file, containing the same pertinent information as the mail ballot. We will inform you as soon as the results are available.



**Austin Fire Fighters Relief and Retirement Fund**

4101 Parkstone Heights Drive, Suite 270

Austin, TX 78746

Telephone: (512) 454-9567

**Run-Off – If necessary, 12/1/2022 through 12/15/2022**

If no nominated member receives a majority of the votes casted, there will be a run-off between the two nominated members with the highest number of votes. Ballots would again be scheduled for distribution by the above-mentioned dates and procedures. They should be returned by mail and post marked **no later than December 15<sup>th</sup>**. We will inform you as soon as the results are available.

Sincerely,

Anumeha Kumar  
Executive Director  
Austin Fire Fighters Relief & Retirement Fund  
[www.afrs.org](http://www.afrs.org)