

Report of  
AN ACTUARIAL VALUATION  
December 31, 1980  
CITY OF COLUMBIA HEIGHTS  
POLICE RELIEF ASSOCIATION  
Columbia Heights, Minnesota

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ACTUARIES & CONSULTANTS

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May 11, 1981

City of Columbia Heights  
Police Relief Association  
Columbia Heights, Minnesota

Submitted in this report are the results of the December 31, 1980 actuarial valuation of the assets, actuarial values, and contribution requirements associated with the benefits provided by the City of Columbia Heights Police Relief Association.

The valuation results contained in Section A provide the actuarial information needed to determine the employer's "minimum obligation" effective January 1, 1982. Section A also contains comments regarding the valuation results.

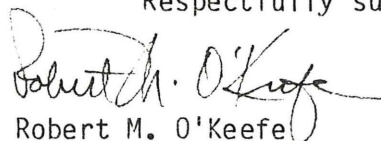
The valuation was based upon information furnished by the association concerning benefits, financial transactions, active members, terminated members, retirants and beneficiaries. Data was checked for internal and year to year consistency but was not otherwise audited by us. This information is summarized in Section B.

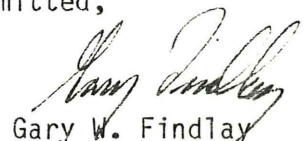
A description of the actuarial funding method and the risk experience assumptions used is contained in Section C. The economic risk experience assumptions as well as the actuarial funding method to be used are established by state law.

Information needed to comply with Statement of Financial Accounting Standards 35 is contained in Section D.

The actuarial valuation was prepared using generally accepted actuarial principles and practices based upon the methods, assumptions, summary of plan provisions and the member and financial data described in this report.

Respectfully submitted,

  
Robert M. O'Keefe

  
Gary W. Findlay

SECTION A  
RESULTS OF THE VALUATION



## COMMENTS

### Recent State Legislation

Legislation enacted in 1980 by the State of Minnesota resulted in significant changes effecting every Minnesota local police and salaried firefighters relief association.

These changes can be briefly summarized as follows:

1. All local relief associations were required to phase out by placing all police and fire employees hired after June 15, 1980 into the Minnesota PERA - Police and Fire Fund unless the respective city elected to retain the local fund. (See Appendix I regarding closed plan funding.)
2. All local relief associations (regardless of whether they phase out or not) must amortize (fund) their unfunded accrued liability by December 31, 2010.
3. All cities with local relief associations which did phase out and which comply with the Financial Guidelines Act are entitled to participate in a state amortization aid program.
4. All current active members, of local relief associations which did phase out, were eligible to receive a benefit improvement.
5. Active member contributions are to be 8.0% in 1982 and later unless a higher rate is otherwise specified.

### Funding Method Modification

The funding method used in preparing this valuation was the same as was used in your previous report, with the following exception: In the initial report, the cost of disability and death benefits was determined using a one year term cost method. In this report, these costs were determined using the entry age normal cost method. This change was made in order to comply with state law. The effect of this change alone

was an increase in the contribution of (0.04)% of payroll plus \$2,564. This change increased the unfunded accrued liabilities \$39,791.

#### Financing Unfunded Accrued Liabilities

As was mentioned earlier, the 1980 change in the law requires that the unfunded accrued liability of each relief association be funded by December 31, 2010.

(See Appendix II for a description of unfunded accrued liabilities.)

The amortization target date for your relief association is consistent with the amortization requirements of earlier law.

#### Benefit Improvements

This valuation reflects a proposed change in plan benefits. At this time the city council of Columbia Heights has not yet acted upon the automatic benefit provided by the 1980 law change ( $1/2\%$  of salary times years of service over 25 non-escalated). We have included the costs in our valuation. The effect of this change in plan benefits was an increase in the contribution of 0.49% of payroll plus \$962. This change increased the unfunded accrued liabilities \$14,933. If this benefit is not put into effect the following results should be adjusted.

COLUMBIA HEIGHTS POLICE RELIEF ASSOCIATION

CONTRIBUTION RATE TO PROVIDE BENEFITS

Member portion & Employer portion

Effective January 1, 1982

<u>Contributions for</u>	<u>If Paid Equally Throughout Year</u>		
	<u>% of Active</u>		<u>U.A.L Dollars</u>
	<u>Payroll for 1982</u>	<u>+</u>	
Normal cost of annuities:			
Age & service: to members	16.05%		
Age & service: to survivors	4.63		
Disability	2.20		
Death before retirement	3.69		
Refunds of member contributions	0.62		
Total Normal Cost	27.19%		
Amortization of unfunded accrued liabilities (UAL) (29 year level dollar payment)			
Retired lives			\$ 73,971
Active members			44,035
Total			118,006
Total Cost of Benefits	27.19%	+	\$118,006
Member contributions	8.00%		
COMPUTED EMPLOYER RATE:			
(a) If Paid Equally Throughout Year	19.19%	+	\$118,006
(b) IF PAID AT CALENDAR YEAR END	19.66%	+	\$120,921

# COLUMBIA HEIGHTS POLICE RELIEF ASSOCIATION

## Present Actuarial Condition

The Association accrued actuarial assets were in excess of \$1.8 million on December 31, 1980 -- a considerable sum of money if unencumbered and allocated among a small group of persons. This is not the case with Association assets.

The following schedule puts the \$1.8 million into perspective by showing the relationship between accrued assets, accrued liabilities, and the number of persons with actual and potential claims on the Association's assets.

	Accrued Actuarial Assets	Accrued Liabilities	Unfunded Accrued Liabilities	% Funded
Retirants and Beneficiaries				
Retired Members (9)		\$1,675,558		
Surviving Spouse (1)		300,919		
Surviving Children (3)		864		
Total (13)	\$829,572	\$1,977,341	\$1,147,769	42.0%
Deferred Members (0)		0	0	
Active Members (7)	83,305	766,577	683,272	10.9
Totals	\$912,877	\$2,743,918	\$1,831,041	33.3%



Accrued liabilities represent the value, computed as of December 31, 1980 of:

- (i) retirement allowances likely to be paid the 13 retirants and beneficiaries;  
and
- (ii) the contributions assumed to have been made for the 7 active members  
from their entry into the plan until December 31, 1980.

To illustrate, the value of retirement allowances likely to be paid the 13 retirants and beneficiaries -- discounted for investment earnings and mortality -- was computed to be \$1,977,341 as of December 31, 1980. This means that if the 13 retirants and beneficiaries live and die according to the assumed mortality and if the \$1,977,341 can be invested to yield an average annual return of 5.0 percent over the remaining lifetimes of the 13 retirants and beneficiaries, then the \$1,977,341 together with investment earnings thereon will just be sufficient to pay the 13 retirants and beneficiaries their allowances for their remaining lifetimes.

With respect to active members, the accrued liability of \$766,577 represents the amount that would have been accumulated by December 31, 1980 if the normal cost (which is expressed as a level percentage of pay) had been contributed from the date of hire until December 31, 1980 for each of the 7 actives, if these amounts had earned 5.0% interest and if the members in the past had lived, died, withdrawn, retired and received salary increases according to the actuarial assumptions shown in this report.

Historical Funding Ratio Schedule  
(\$ in thousands)

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<u>Valuation Date December 31</u>	<u>Accrued Liabilities</u>	<u>Accrued Assets</u>	<u>Percent Funded</u>
1978	\$2,136	\$705	33.0%
1980	2,744	913	33.3

COLUMBIA HEIGHTS POLICE RELIEF ASSOCIATION  
CONTRIBUTION FOR CALENDAR YEAR EFFECTIVE JANUARY 1, 1982

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For any period of time the percent-of-payroll contribution rate is converted to dollars. The amount of dollars for any calendar year depends upon the results of the last actuarial valuation, and upon the timing of contributions within the year. The later the contribution date, the greater the dollar amount will be.

The municipality's dollar contribution for the year may be determined as follows:

(1) Estimated covered payroll for 1982	\$	_____
(2) Total normal cost % from page A-3	<u>27.19%</u>	
(3) Total normal cost (Line 1 times line 2)		\$ _____
(4) Amortization payment on UAL from page A-3		<u>118,006</u>
(5) Total contributions required (Line 3 plus line 4)		_____
(6) Employee contributions (Line 1 times 8%)	\$	_____
(7) State amortization aid based on 12/31/78 UAL of \$1,431,405	<u>211,543</u>	
(8) Estimated insurance premium aid		_____
(9) Total of line 6 plus line 7 plus line 8		_____
(10) Employer's Minimum Obligation if payment is made in equal installments throughout the year. (Line 5 minus line 9)		\$ _____
(11) EMPLOYER'S MINIMUM OBLIGATION IF PAYMENT IS MADE AT YEAR END (Line 10 times 1.0247)		\$ _____

SECTION B  
VALUATION DATA  
AND  
SUMMARY OF BENEFIT PROVISIONS

COLUMBIA HEIGHTS POLICE RELIEF ASSOCIATION  
Retirants and Beneficiaries December 31, 1980  
By Type of Annuity Being Paid

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<u>Type of Annuity Being Paid</u>	<u>No.</u>	<u>Monthly Amounts</u>	<u>Computed Accrued Liabilities</u>
Retirants receiving:			
Age & Service	7	\$5,943.44	\$1,245,324
Disability	<u>2</u>	<u>1,684.38</u>	<u>430,234</u>
Totals	9	7,627.82	1,675,558
Beneficiaries receiving:			
Spouse	3	1,844.88	300,919
Child	<u>1</u>	<u>50.00</u>	<u>864</u>
Totals	4	1,894.88	301,783
Deferred Annuity	0	0	0
	<u>      </u>	<u>      </u>	<u>      </u>
Totals	13	\$9,522.70	\$1,977,341



COLUMBIA HEIGHTS POLICE RELIEF ASSOCIATION  
Retirants and Beneficiaries December 31, 1980  
By Attained Ages

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<u>Attained Ages</u>	<u>Number</u>		
	<u>Age &amp; Service Retirants</u>	<u>Disability</u>	<u>Death Before Retirement</u>
Under 20			1
45-49			1
50-54	2	1	
55-59	1	1	
60-64	2		
65-69	2		1
80-84	<u>1</u>	<u>—</u>	<u>—</u>
Totals	8	2	3

# COLUMBIA HEIGHTS POLICE RELIEF ASSOCIATION

## Retirants and Beneficiaries Added to and Removed from Rolls

### Comparative Statement

Valuation Date December 31	No. Added to Rolls	No. Removed from Rolls	Rolls End of Year		% Incr. in Annual Allowances	Average Allowances	Discounted Value of Allowances	
			No.	Annual Allowances			Total	Average
1978			12	\$ 74,976		\$6,248	\$1,351,047	\$112,587
1979	0	1	11	85,563	14.1%	7,778	1,431,065	130,097
1980	2	0	13	114,272	33.6	8,790	1,977,341	152,103

COLUMBIA HEIGHTS POLICE RELIEF ASSOCIATION

Active Members December 31, 1980

Tabulated by Attained Age Groups and Years of Accrued Service

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Attained Age Groups	<u>0-4</u>	<u>5-9</u>	<u>10-14</u>	<u>15-19</u>	<u>20-24</u>	<u>25-29</u>	<u>30 Plus</u>	Total No.
30-34			1					1
35-39			2					2
40-44				2				2
45-49			—	<u>1</u>	<u>1</u>			<u>2</u>
Totals			3	3	1			7

Average age: 41.0 years

Average accrued service: 15.2 years

Valuation payroll: \$161,700 (\$23,100 each)

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There are no inactive members entitled to a deferred annuity.  
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The active member, retirant, and beneficiary data included in the valuation is shown in groups or summaries for reading convenience. Financial calculations were made individually for each covered person.

COLUMBIA HEIGHTS POLICE RELIEF ASSOCIATION

Comparative Schedule

Of Active Members

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Valuation Date December 31	Active Members	Valuation Payroll	Average			
			Age	Service	Pay	% Incr.
1978	9	\$175,608	41.7 yrs.	14.4 yrs.	\$19,512	
1979	9	189,000	42.7	15.4	21,000	7.6%
1980	7	161,700	41.0	15.2	23,100	10.0



Columbia Heights Police Relief Association

Brief Summary (12/31/80) of Benefit Provisions Evaluated and/or Considered

Age & Service Retirement

Eligibility. 20 years of service and 50 years of age.

Amount. For first 20 years of service, 35/80 of base pay at retirement. For each year in excess of 20, an additional 1/80 is added up to a maximum of 40/80 of base pay for 25 or more years of service.

Pay Used For Plan Purposes. "Base pay" means the salary of a top patrolman.

Disability Retirement

Eligibility. Disabled to the extent that unable to perform duties of patrolman before being eligible for age & service retirement.

Amount. 35/80 of salary at time of disability.

Member's Death While Active, Or In Deferred Status, Or Retired

Eligibility.

Spouse. Legally married to member at separation from service and residing with member at time of death. Benefits terminate upon remarriage.

Child. Younger than age 18.

Amount.

Spouse. 2/3 of amount member was receiving or would have received. Minimum benefit based on 20 years of service and base pay.

Child. \$600 per year per child.

Maximum Family Benefit. Amount member was receiving or would have been eligible to receive.

Vested Deferred. 20 years of service and separated before age 50. Payment beginning is deferred to attainment of age 50.

Post Retirement Adjustments ("Escalator"). Each time base pay is changed, payments to age & service and surviving spouse benefit recipients are changed by the same percent that base pay changes. Disability benefits are changed by the percent change in the salary of an active patrolman holding the rank that the disabled member held at the time of the disability. Children's benefits are not escalated.

Member Contributions. 8% of base pay. Total contributions are refundable, without interest, if no benefit is payable upon separation from service. When member has 25 years of service contributions cease.

SECTION C

VALUATION METHODS AND ASSUMPTIONS

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# COLUMBIA HEIGHTS POLICE RELIEF ASSOCIATION

## Valuation Methods and Assumptions

The Entry Age Normal Cost method was used to determine the normal cost of all benefits. Disability and death before retirement benefits were valued in previous valuations on a terminal funding basis (one year term cost).

The rate of investment return (interest) used in making the valuation was 5.0 percent per annum, compounded annually.

The mortality table used was the United States Life Table, 1959-61, White Males and White Females.

Sample Ages	Single Life Values: Present Value of \$1 Monthly				Future Life Expectancy (Years)	
	Level		Increasing			
	For Life		3.5% Yearly		Men	Women
	Men	Women	Men	Women		
45	\$169.61	\$186.84	\$263.23	\$304.86	27.33	32.52
50	154.85	174.20	229.51	270.80	23.22	28.08
55	139.29	159.62	197.24	236.11	19.45	23.81
60	122.79	142.73	166.26	200.76	16.01	19.69
65	106.31	124.22	137.82	166.16	12.97	15.88
70	89.86	104.31	111.71	132.82	10.29	12.38
75	73.39	83.92	87.66	101.94	7.92	9.28
80	57.54	64.24	66.29	74.77	5.89	6.67

Age & service retirement was assumed to occur at age 56, or attained age if older.

## Sample Rates of Separation From Active Employment Before Retirement, Death or Disability

<u>Sample Ages</u>	<u>% of Active Members Separating Within Next Year</u>
20	3.00%
25	2.50
30	2.00
35	1.50
40	1.00
45	0.50
50+	0.00

Sample Pay Adjustment Factors used to Project Current Pays

<u>Sample Ages</u>	<u>Present Pay Resulting in Pay of \$1,000 at Age 60</u>	<u>Percent Increase in Pay During Next Year</u>
20	\$ 253	3.5%
25	300	3.5
30	356	3.5
35	423	3.5
40	503	3.5
45	597	3.5
50	709	3.5
55	842	3.5
60	1,000	3.5

Disability retirements were assumed to occur as indicated below:

<u>Sample Ages</u>	<u>% of Active Members Becoming Disabled Within Next Year</u>
20	0.08%
25	0.08
30	0.08
35	0.08
40	0.20
45	0.26
50	0.49
55	0.89



SECTION D  
ACCUMULATED PLAN BENEFITS



COLUMBIA HEIGHTS POLICE RELIEF ASSOCIATION

Statement of the Present Value of Accumulated Plan Benefits

December 31, 1980

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Actuarial Present Value of  
Accumulated Plan Benefits

Vested Benefits:

Participants currently receiving payments	\$1,983,734
Other participants	<u>220,322</u>
Total Vested Benefits	<u>2,204,056</u>

Non-Vested Benefits	<u>265,194</u>
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Total Actuarial Present Value of Accumulated Plan Benefits	\$2,469,250
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The accompanying notes are an integral part of the Statement of the Present Value of Accumulated Plan Benefits.

1. The actuarial present value of accumulated plan benefits presented in this statement was determined using the following assumptions:
  - a. Future salary increases prior to retirement were not considered for active members.
  - b. Future service was considered only to the extent that it would permit active plan participants to become eligible for benefits attributable to service rendered prior to the date of determination.
  - c. Regular valuation assumptions were used as to mortality, withdrawal, retirement ages, and disability.
  - d. Investment return was assumed to be at the rate of 7% compounded annually.
  - e. Salary increase related post retirement benefit adjustments were assumed to be at the rate of 5 1/2% compounded annually unless a lower rate is specified by law.
2. The calculation of the actuarial present value of accumulated plan benefits was made because of the requirements of the Financial Accounting Standards Board. Comparison of this value with plan assets is not indicative of the future ability of the plan to pay benefits when due or of their security in a termination situation.

Calculation of contribution requirements and related benefit value information in a "going concern" environment according to the principles of level cost financing is made by the annual actuarial valuations. The results of the contribution rate calculations cannot be simply replaced by the accumulated plan benefit results. To do so will mislead.

## APPENDICES

## APPENDIX I

### FINANCIAL PRINCIPLES AND OPERATIONAL TECHNIQUES

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Promises Made, and Eventually Paid. As each year is completed, the plan in effect hands an "IOU" to each member then acquiring a year of service credit -- the "IOU" says: "The Pension Plan owes you a portion of your retirement benefits, payments to be made in cash, commencing when you qualify for retirement."

The related key financial questions are:

Which generation of taxpayers contributes the money to cover the IOU?

The present taxpayers, who receive the benefit of the member's present year of service?

Or the future taxpayers, who happen to be in town paying taxes at the later time when the IOU becomes a cash demand?

A sound principle of sound retirement plan financing is to have this year's taxpayers contribute the money to cover the IOUs being handed out this year. By following this principle, THE CONTRIBUTION RATE WILL REMAIN APPROXIMATELY LEVEL FROM GENERATION TO GENERATION -- our children and grandchildren will contribute the same percents of active payroll we contribute now.

#### A PENSION PLAN BECOMES CLOSED

The diagram in this appendix shows two important activities which occur after a plan has been closed to employees hired in the future.

Cash benefits paid continue to increase for decades, while active member payroll begins to decrease to zero.



Funding Method. A funding method is the long-term, planned pattern for employer contributions.

For an open plan (a plan covering future employees), the level-percent-of-active member payroll funding method is the basic funding method.

The level-percent funding method can also be applied to a closed plan. However, the resulting contribution percent usually jumps to a high rate, because the number of covered active members is decreasing.

A preferred funding method for a closed plan consists of: level-percent funding for normal cost (the cost of members' service now being rendered); plus a level dollar contribution for unfunded accrued liabilities over a limited period of years. The period of years must be limited so that plan assets don't become zero while benefits are still payable.

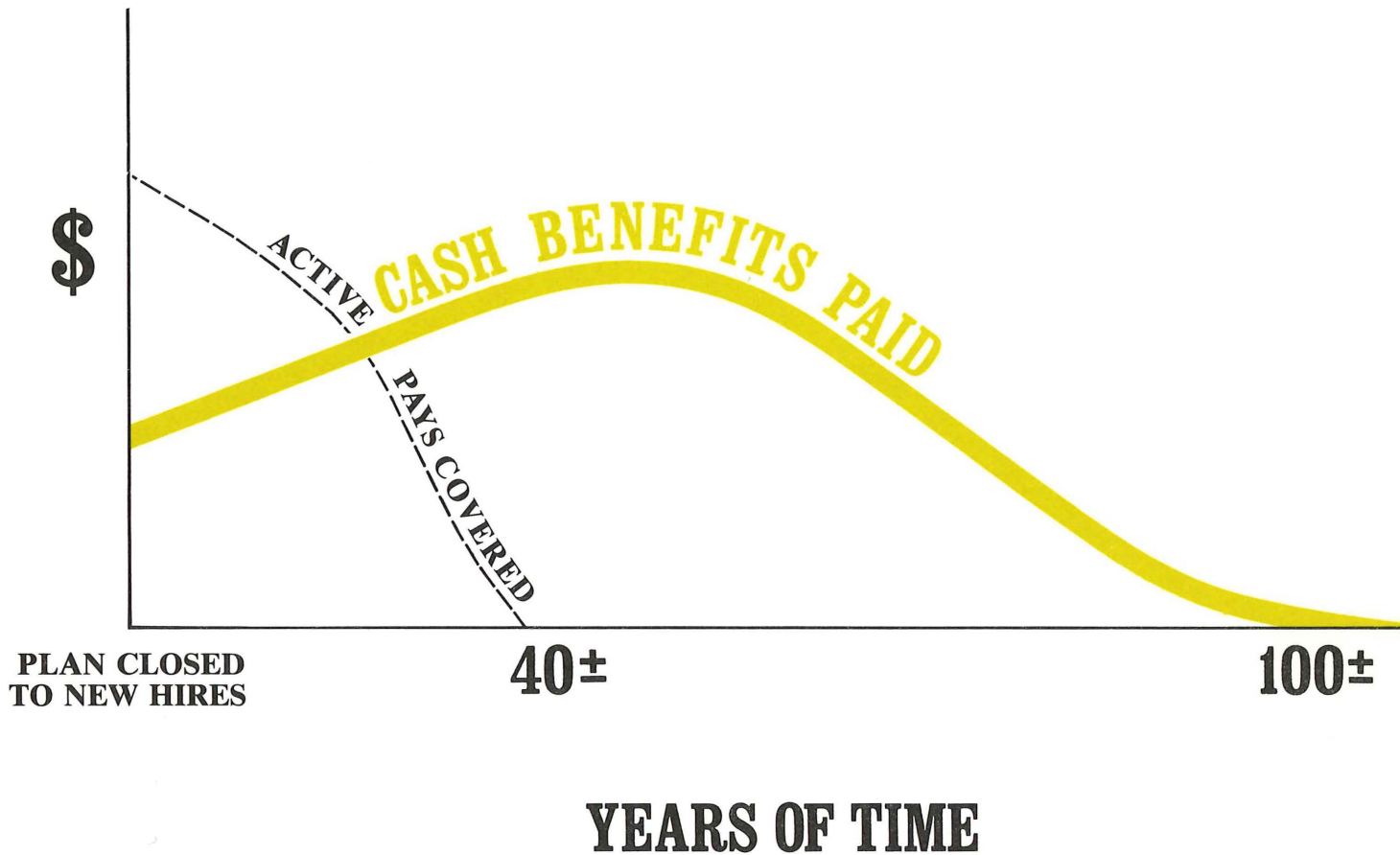
Computing Contributions to Support Plan Benefits. From a given schedule of benefits and from the employee data and asset data furnished him, the actuary determines the contribution rates to support the benefits by means of an actuarial valuation and a funding method.

In making an actuarial valuation, assumptions must be made regarding anticipated financial experiences for the next year and for decades in the future. Only the subsequent actual experience of the plan can indicate the degree of accuracy of the assumptions.

Reconciling Differences Between Assumed Experience and Actual Experience. Once actual experience has occurred and been observed, it will not coincide exactly with assumed experience, regardless of the wisdom of the assumptions or the skill of the actuary and the millions of calculations he made. The future can be predicted with considerable but not 100% precision, except for inflation which seems to defy reliable prediction.

A well managed plan copes with these continually changing differences by having periodic actuarial valuations. Each actuarial valuation is a complete recalculation of assumed future experience, taking into account all past differences between assumed and actual experience. The result is continuing adjustment in financial position.

# A CLOSED PENSION PLAN



A plan becomes closed when no new hires are admitted to active membership. The persons covered by the plan at the time of closing continue their normal activities and continue to be covered by the plan, until the last survivor dies.

**CASH BENEFITS LINE.** After a pension plan becomes closed, the usual pattern is for cash benefits to continue to increase for decades of time. Eventually the cash benefits will peak, and then gradually decrease over more decades of time, ultimately to zero. The last cash benefit is likely to occur a century after the time the plan is closed.

The precise amounts of cash benefits cannot be known now, and must be estimated by assumptions of future experiences in a variety of financial risk areas.



## APPENDIX II

### MEANING OF UNFUNDED ACCRUED LIABILITIES

Almost every pension plan (public or private) has "unfunded accrued liabilities", so whatever they are, they aren't rare. Since the term is not part of everyday conversation, it needs some definition.

"Accrued liabilities" are the present value \$ of plan promises to pay benefits in the future based upon service already rendered - - - a liability has been established ("accrued") because the service has been rendered, but the resulting monthly cash benefit may not be payable until years in the future. Accrued liabilities \$ are the result of complex mathematical calculations, which are made by the plan's actuary (which is the name given to the specialist who makes such calculations).

If "accrued liabilities" at any time exceed the plan's accrued assets (cash & investments), the difference is "unfunded accrued liabilities". This is the common condition. If the plan's assets equalled the plan's "accrued liabilities", the plan would be termed "fully funded". This is a rare condition.

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Each time a plan adds a new benefit which applies to service already rendered, an "accrued liability" is created, which is also an "unfunded accrued liability" because the plan can't print instant cash to cover the accrued liability. Payment for such unfunded accrued liabilities is spread over a period of years, commonly in the 20-40 year range.

Unfunded accrued liabilities can occur in another way: If actual financial experience is less favorable than assumed financial experience, the difference is added to unfunded accrued liabilities. In plans where plan benefits are directly related to an employee's pay near time of retirement (a common plan provision) rather than his average pay throughout his working career, unfunded accrued liabilities have been increasing in recent years because unexpected rates of pay increase have created additional accrued liabilities which could not be matched by reasonable investment results. Some of these unexpected pay increases are the direct result of inflation, which is a very destructive force on financial stability.

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The existence of unfunded accrued liabilities is not bad, then (any more than a mortgage on your house is "bad"), but the changes from year to year in amount of unfunded accrued liabilities are important - - - "bad" or "good" or somewhere in between.

Nor are unfunded accrued liabilities a bill payable immediately (your food costs are payable immediately), but it is important that policy-makers prevent the amount from becoming unreasonably high and it is vital that your plan have a sound method for making payments toward them so that they are controlled.

The existence of large amounts of unfunded accrued liabilities indicates that total contributions in past years were less than level - - - an almost certain history if retired life liabilities are not fully funded now.