Report of
AN ACTUARIAL VALUATION
December 31, 1984 of the
Crookston Fire Department
Relief Association
Crookston, Minnesota

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GABRIEL, ROEDER, SMITH & COMPANY

ACTUARIES & CONSULTANTS

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July 19, 1985

Board of Trustees Crookston Fire Department Relief Association Crookston, Minnesota

<u>Submitted in this report</u> are the results of the December 31, 1984 actuarial valuation of the assets, actuarial values and contribution requirements associated with the benefits provided by the Crookston Fire Department Relief Association.

The valuation results contained in Section A provide the actuarial information needed to determine the employer's "minimum obligation" effective January 1, 1986. 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 year to year consistency but was not otherwise audited by us. This information is summarized in Section B.

A description of the <u>actuarial funding method</u> 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 No. 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,

Ronald J. W. Smith

Gary W. Findla

SECTION A RESULTS OF THE VALUATION

COMMENTS

Economic Assumptions and Financing Method

The economic assumptions of 5% annual investment return and 3-1/2% annual salary increases are established by state law. State law also specifies that the annual minimum obligation of the municipality shall be determined by adding (i) the employer normal cost percent times covered payroll to (ii) the <u>level dollar</u> amount required to amortize the unfunded accrued liability by December 31, 2010.

Over the past few years, both the actual rates of salary increase and investment return have generally exceeded the assumed rates, resulting in increases in the dollar amount of unfunded accrued liabilities. If the financial experiences of recent years persist, and the economic assumptions and financing method are not changed, it is reasonable to expect that unfunded accrued liabilities will increase in actual dollar amount for a number of years. This is true even though a level dollar amortization schedule is being followed. Accordingly, it is reasonable to expect that under the described conditions the actual dollar contributions required to make amortization payments will increase for a number of years. On the other hand, if inflation subsides and actual economic activity approaches assumed experience, it is reasonable to expect the dollar amount of the contribution to amortize the unfunded accrued liability to remain relatively constant. The notion that amortization dollar amounts may be increasing is not necessarily cause for alarm. If adjusted for changes in purchasing power, any future increases in the dollar contributions may or may not reflect increases in terms of real dollars (inflation adjusted dollars).

It is also worth noting that when the same assumptions and methods are applied to plans which differ in nature, the valuation results may not be comparable (for example, it is currently not valid to compare valuation results for a plan having full escalation to valuation results for a plan having a 3-1/2% cap on escalation). Caution should be exercised when attempting to assess the financial condition of one Association relative to another on the basis of valuation results produced using the assumptions and methods mandated by state law.

Status of Plan

The City Council of Crookston, Minnesota passed a resolution to retain the Crookston Fire Department Relief Association as an open plan. An open plan continues to admit new-hires to its membership.

Determining Actuarial Value of Assets

In 1984, a state law was enacted which prescribes the method to be used in determining the value of assets for purposes of an actuarial valuation. Specifically, the law states that the actuarial value of assets will be the book value plus one-third of the amount derived by subtracting book value from market value. We pre-viously used the book value of your assets for valuation purposes. Since the book value of assets equals the market value of assets, this change in procedure did not change the value of assets for valuation purposes.

Crookston Fire Department Relief Association CONTRIBUTION RATE TO PROVIDE BENEFITS

$\label{lem:member portion & Employer portion} \\$

Effective January 1, 1986

	If Paid Equally	Thro	ughout Year
Contributions for	Normal Cost % of Active Payroll for 1986	+	UAL Dollars
Normal cost of annuities: Age & service: to members Age & service: to survivors Disability Death before retirement Refunds of member contributions Total Normal Cost	15.71% 3.15 4.06 3.04 0.18 26.14		
Amortization of unfunded accrued liabilities (UAL) (25 year level dollar payment) Retired lives Active members Total			\$ 3,859 23,932 \$27,791
Total Cost of Benefits	26.14%	+	\$27,791
Member contributions	8.00		
COMPUTED EMPLOYER RATE:			
(a) If Paid Equally Throughout Year	18.14%	+	\$27,791
(b) IF PAID AT CALENDAR YEAR END	17.59%	+	\$28,477

Crookston Fire Department Relief Association Present Actuarial Condition

The Association accrued actuarial assets were in excess of \$557 thousand on December 31, 1984 -- 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 \$557 thousand into perspective by showing the relationship between accrued assets, accrued liabilities, and the number of persons with actual and potential claims on the Association assets.

	Accrued Actuarial Assets	Accrued Liabilities	Unfunded Accrued Liabilities	% Funded
Retirants and Beneficiaries Retired Members (12) Surviving Spouses (3) Surviving Children (0)		\$452,100 92,460 0		
Total (15)	\$488,822	\$544,560	\$ 55,738	89.8%
Deferred Members (0)	0	0	0	
Active Members (35)	68,479	414,145	345,666	16.5
Total	\$557,301	\$958,705	\$401,404	58.1%

Accrued liabilities represent the value, computed as of December 31, 1984 of:

- (i) retirement allowances likely to be paid the 15 retirants and beneficiaries; and
- (ii) the contributions assumed to have been made for the 35 active members from their entry into the plan until December 31, 1984.

To illustrate, the value of retirement allowances likely to be paid the 15 retirants and beneficiaries, discounted for investment earnings and mortality, was computed to be \$544,560 as of December 31, 1984. This means that if the 15 retirants and beneficiaries live and die according to the assumed mortality and if the \$544,560 can be invested to yield an average annual return of 5.0 percent over the remaining lifetimes of the 15 retirants and beneficiaries, then the \$544,560 together with investment earnings thereon will just be sufficient to pay the 15 retirants and beneficiaries their allowances for their remaining lifetimes.

With respect to active members, the accrued liability of \$414,145 represents the amount that would have been accumulated by December 31, 1984 if the normal cost (which is expressed as a level percentage of pay) had been contributed from the date of hire until December 31, 1984 for each of the 35 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)

Valuation Date December 31	Accrued Liabilities	Accrued Assets	Percent Funded
1978	\$322	\$313	97.2%
1979	N/A	N/A	N/A
1980	416	363	87.3
1981	450	403	89.6
1982	475	474	99.9
1983*	879	512	58.2
1983*#	953	512	53.7
1984	958	557	58.1

^{*} After plan amendments.

[#] After change in assumptions.

Crookston Fire Department Relief Association

Computed Contributions - Comparative Schedule

Year End Decembe Valuation		Total Normal Cost as a Percent of Valuation Payroll*	Contribution For Unfunded Accrued Liabilities - \$ or %
1978	1980	20.41%	\$ 435
1979	1981	N/A	N/A
1980	1982	18.32	3,390
1981	1983	N/A	N/A
1982	1984	18.33	32
1983	1985#	24.70	24,934
1983	1985#**	26.75	29,912
1984	1986	26.14	27,791

^{*} Includes employee contributions.

[#] After plan amendments.

^{**} After change in assumptions.

Crookston Fire Department Relief Association CONTRIBUTION FOR CALENDAR YEAR EFFECTIVE JANUARY 1, 1986

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 1986 \$	
(2)	Total normal cost % from page A-2 26.14%	
(3)	Total normal cost (Line 1 times line 2)	\$
(4)	Amortization payment on UAL from page A-2	27,791
(5)	Total contributions required (Line 3 plus line 4)	
(6)	Employee contributions (Line 1 times 8%) \$	
(7)	State amortization aid $0*$	
(8)	Estimated insurance premium aid	
(9)	Estimated total contributions from other sources (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)	\$

^{*} See comment on page A-1 "Status of Plan".

SECTION B

VALUATION DATA

AND

SUMMARY OF BENEFIT PROVISIONS

Crookston Fire Department Relief Association
Full-Time Firemen
Retirants and Beneficiaries December 31, 1984
By Type of Annuity Being Paid

Type of Annuity Being Paid	No.	Monthly Amounts	Computed Accrued Liabilities
Retirants receiving: Age & Service Disability	3	\$2,417.12	\$387,144
Totals	3	2,417.12	387,144
Beneficiaries receiving: Spouse Child	3	900.00	92,460
Totals	3	900.00	92,460
Totals	6	\$3,317.12	\$479,604

Inactive Members Eligible for Deferred Benefits December 31, 1984

No.	Monthly Amount	Computed Accrued Liabilities
0	\$0	\$0

Crookston Fire Department Relief Association

Volunteers

Retirants and Beneficiaries December 31, 1984

By Type of Annuity Being Paid

Type of Annuity Being Paid	<u>No.</u>	Monthly Amounts	Computed Accrued Liabilities
Retirants receiving: Age & Service Disability	9	\$600.00	\$64 , 956
Totals	9	600.00	64,956
Beneficiaries receiving: Spouse Child			
Totals	0	0.00	0
Totals	9	\$600.00	\$64,956

Inactive Members Eligible for Deferred Benefits

December 31, 1984

No.	Monthly Amount	Computed Accrued Liabilities
0	\$0	\$0

Crookston Fire Department Relief Association
Retirants and Beneficiaries December 31, 1984
By Attained Ages

		Number	_
Attained Ages	Age & Service	Disability	Death Before Retirement
60-64 65-69 70-74 75-79	5 3 5 1		
80-84	_1		_
Total	15	0	0

Crookston Fire Department 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	s End of Year Annual Allowances	<pre>% Incr. in Annual Allowances</pre>	Average Allowances	Discou <u>Value of A</u> <u>Total</u>	
1978			16	\$11,466	- %	\$ 717	\$104,892	\$ 6,556
1979	2	1	17	25,128	119.2	1,478	246,398	14,494
1980			17	25,128	0.0	1,478	238,943	14,055
1981	1	1	17	24,888	(1.0)	1,464	229,541	13,502
1982	, 1	1	17	24,948	0.2	1,468	223,791	13,164
1983	2	4	15	46,025*	84.5	3,068	589,907*	39,327
1984			15	47,005	2.1	3,134	544,560	36,304

^{*} Includes benefit increases.

Crookston Fire Department Relief Association

Full-Time Firemen

Active Members December 31, 1984

By Attained Age and Years of Service

								Totals
Attained		Years	of Serv	ice to	Valuati	on Date		Valuation
Age	0-4	5-9	10-14	15-19	20-24	25-29 30 Plus	No.	Payroll -
30-34 35-39		2					2 3	\$ 44,004 68,817
40-44 45-49		1	1 1				1 2	23,296 47,521
Totals		6	2				8	\$183,638

While not used in the financial computations, the following $\underline{\text{group averages}}$ are computed and shown because of their general interest.

Age: 39.0 years.

Service: 7.9 years.

Annual Pay: \$22,955.

Crookston Fire Department Relief Association Volunteer Firemen

Active Members December 31, 1984

By Attained Age and Years of Service $\,$

Attained Age	0-4	Years 5-9	of Serv 10-14	ice to 15-19	Valuati 20-24	on Date 25-29 30 Plus	Totals
20-24 25-29 30-34 35-39	1 3 5 1	3 2 2		1			1 6 7 4
40-44 45-49 50-54 55-59		1	1	2 1 2 1			4 2 2 1
Totals	10	8	2	7			27

While not used in the financial computations, the following group averages are computed and shown because of their general interest.

Age: 36.3 years.

Service: 8.7 years.

Crookston Fire Department Relief Association Comparative Schedule

Of Active Members

Full-Time Firemen

Valuation Date December 31	Active Members	Valuation Payroll	Age	Aver Service	age Pay	% Incr.
1978	8	\$105,984	45.1 yrs.	9.0 yrs.	\$13,248	- %
1979	8	118,194	38.3	4.5	14,774	11.5
1980	8	145,186	39.3	5.5	18,148	22.8
1981	8	159,438	40.3	6.5	19,930	9.8
1982	8	159,492	41.3	7.5	19,937	-
1983	8	177,258	38.0	6.9	22,157	11.1
1984	8	183,638	39.0	7.9	22,955	3.6
		<u>Volunte</u>	eers_			
1978	26	\$ N/A	35.3 yrs.	6.5 yrs.	\$ N/A	- %
1979	24	N/A	36.4	7.3	N/A	N/A
1980	25	N/A	36.4	7.8	N/A	N/A
1981	24	N/A	35.6	0.8	N/A	N/A
1982	27	N/A	34.3	7.3	N/A	N/A
1983	27	N/A	35.2	8.1	N/A	N/A
1984	27	N/A	36.3	8.7	N/A	N/A

Full-Time

Age & Service Retirement

Eligibility. 20 years of service and 60 years of age.

Amount. 50% of final salary. In addition, 1.5% of final salary is paid for each year of service after age 60.

Disability Retirement

<u>Eligibility</u>. Disabled as a result of duty to the extent that unable to perform duties of firefighter prior to eligibility for age & service retirement.

Amount. 50% of final salary offset by the amount of worker's compensation being received.

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

Eligibility.

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

Child. Younger than age 18.

<u>Survivor benefits</u> are offset by the amount of worker's compensation being received.

Amount.

Spouse. The greater of \$3,600 per year or 50% of earned retirement benefit at date of death.

<u>Child</u>. \$180 per child per year subject to a maximum of \$1,260 per year if spouse is living or \$1,080 per year if spouse is deceased.

<u>Death Benefit</u>. \$1,000 lump sum payment for duty related death or a \$500 lump sum payment for non-duty related death.

<u>Vested Deferred</u>. 20 years of service and separated before age 60. Payment beginning is deferred to attainment of age 60.

<u>Post Retirement Adjustments ("Escalator")</u>. Each time active firemen's salaries are changed, payments to all benefit recipients are simulataneously changed by the same percent that active pay is changed. Maximum 3.5% increase in any year.

Member Contributions. 8% of salary. Total member contributions are refundable, without interest, if no monthly benefit is payable upon separation from service.

Volunteers

Age & Service Retirement

Eligibility. 20 years of service and 60 years of age.

Amount. For first 20 years of service \$600 per year. For each year in excess of 20 an additional \$60 per year is added up to a maximum of \$1,800 per year.

Disability Retirement

Eligibility. Same as full time.

- Amount. (1) Total Disability. \$25 per week for 12 weeks and \$15 per month thereafter.
 - (2) <u>Partial Disability</u>. \$15 per week for 12 weeks.

 Disability benefits are offset by the amount of worker's compensation being received.

Death Benefits

- (1) Duty Related. Lump sum payment of \$1,000.
- (2) Non-Duty Related. Lump sum payment of \$100 plus \$100 for each year of service over 20 years up to a maximum of \$600.

<u>Vested Deferred</u>. 20 years of service and separated before age 55. Payment beginning is deferred to attainment of age 55.

Member Contributions. None.

SECTION C VALUATION METHODS AND ASSUMPTIONS

Crookston Fire Department Relief Association Valuation Methods and Assumptions

The Entry Age Normal Cost method was used to determine the normal cost of all benefits.

The rate of investment return (interest) used in making the valuation was 5.0 percent per annum, compounded annually. State law requires use of this assumption.

<u>The mortality table</u> used was the UP-1984 Table set forward 2 years for males and set back 3 years for females.

Single Life Values: Present Value of \$1 Monthly

	Pres	sent Value	chly			
	Lev	/el	Increa	asing	Future Life	
Sample	For L	ife	3.5%	/early	Expectanc	y (Years)
Ages	Men	Women	Men	Women	Men	Women
45	\$177.21	\$189.58	\$280.82	\$314.75	29.50	34.00
50	163.12	177.21	246.55	280.82	25.20	29.50
55	147.50	163.12	212.60	246.55	21.16	25.20
60	130.52	147.50	179.49	212.60	17.42	21.16
65	112.87	130.52	148.28	179.49	14.05	17.42
70	95.20	112.87	119.70	148.28	11.09	14.05
75	77.77	95.20	93.83	119.70	8.52	11.09
80	61.71	77.77	81.69	93.83	6.39	8.52

Age & service retirement was assumed to occur at age 62, or attained age if older.

<u>Sample Rates of Separation From Active Employment Before Retirement, Death or Disability.</u>

Sample	% of Active Members
Ages	Separating within Next Year
20	1.50%
25	1.25
30	1.00
35	0.75
40	0.50
45	0.25
50+	0.00

Sample Ages	Present Pay Resulting in Pay of \$1,000 at Age 60	Percent Increase in Pay During Next Year
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

Use of the pay adjustment factor illustrated above is required by state law.

Disability retirements were assumed to occur as indicated below:

Sample Ages	<pre>% of Active Members Becoming Disabled within Next Year</pre>
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

Crookston Fire Department Relief Association

Statement of the Present Value of Accumulated Plan Benefits

December 31, 1984

Actuarial Present Value of Accumulated Plan Benefits

Vested Benefits:	
Participants currently receiving payments Other participants Total Vested Benefits	\$514,356 1,436 515,792
Non-Vested Benefits	232,842
Total Actuarial Present Value of Accumulated Plan Benefits	\$748,634

The actuarial present value of accumulated plan benefits as of January 1, 1984, was \$785,372. During the year, the plan experienced a net decrease of \$36,738 in the actuarial present value of accumulated plan benefits due to general plan experience.

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 8% compounded annually.
 - e. Salary increase related post retirement benefit adjustments were assumed to be at the rate of 6-1/2% 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.



APPENDIX I

FINANCIAL PRINCIPLES AND OPERATIONAL TECHNIQUES

<u>Promises Made, and Eventually Paid</u>. 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, <u>payments</u> 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?

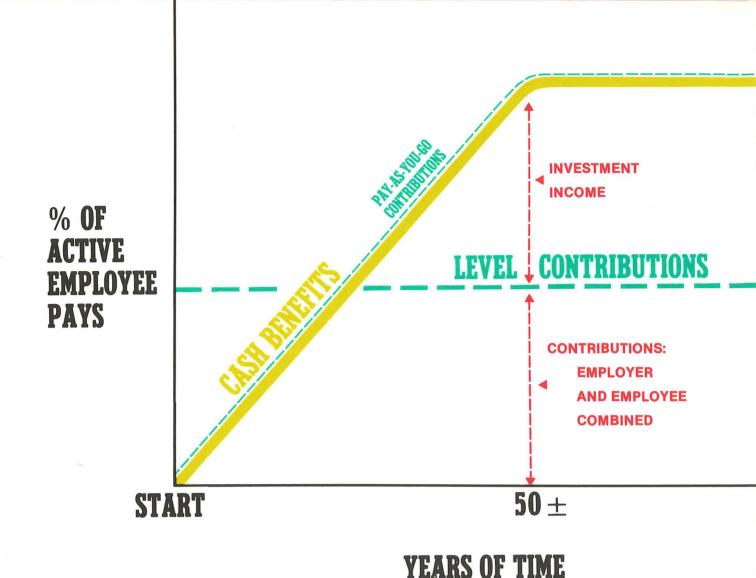
Or the future taxpayers, who happen to be in town paying taxes at the later time when the IOU becomes a cash demand?

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.

<u>Computing Contributions To Support Plan Benefits</u>. 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 <u>actuarial valuation and a funding method</u>.

In making an actuarial valuation, <u>assumptions must be made</u> regarding anticipated financial experiences for the next year and for decades in the future. <u>Only the subsequent actual experience of the plan can indicate the degree of accuracy of the assumptions</u>. <u>Reconciling Differences Between Assumed Experience and Actual Experience</u>. 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, <u>except for inflation which seems to defy</u> 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.



CASH BENEFITS LINE. This relentlessly increasing line is the fundamental reality of retirement plan financing. It happens each time a new benefit is added for future retirements (and happens regardless of the design for contributing for benefits).

LEVEL CONTRIBUTION LINE. Determining the level contribution line requires detailed assumptions concerning a variety of experiences in future decades, including:

Economic Risk Areas

Rates of investment return

Rates of pay increase

Changes in active member group size

Non-Economic Risk Areas

Ages at actual retirement

Rates of mortality

Rates of withdrawal of active members (turnover)

Rates of disability

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.

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.

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.