

LIMITED PROCEDURES ENGAGEMENT

Collegeville Borough Police Pension Plan Montgomery County, Pennsylvania For the Period January 1, 2014 to December 31, 2017

October 2018



Commonwealth of Pennsylvania
Department of the Auditor General

Eugene A. DePasquale • Auditor General



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EUGENE A. DePASQUALE
AUDITOR GENERAL

The Honorable Mayor and Borough Council
Collegeville Borough
Montgomery County
Collegeville, PA 19420

We conducted a Limited Procedures Engagement (LPE) of the Collegeville Borough Police Pension Plan for the period January 1, 2014 to December 31, 2017 to determine its compliance with applicable state laws, regulations, contracts, administrative procedures, and local ordinances and policies. We also evaluated compliance with some requirements subsequent to that period when possible. The LPE was conducted pursuant to authority derived from Section 402(j) of the Municipal Pension Plan Funding Standard and Recovery Act (P.L. 1005, No. 205, as amended, 53 P.S. § 895.101 et seq.) but was not conducted in accordance with *Government Auditing Standards* issued by the Comptroller General of the United States. The act established mandatory actuarial reporting and funding requirements and a uniform basis for the distribution of state aid to Pennsylvania's public pension plans. We believe that the evidence obtained provides a reasonable basis to support our LPE results.

Our LPE was limited to determining the following:

- Whether state aid was properly determined and deposited in accordance with Act 205 requirements by verifying the annual deposit date of state aid and determining whether deposits were made within 30 days of receipt for all years within the engagement period.
- Whether annual employer contributions were calculated and deposited in accordance with the plan's governing document and applicable laws and regulations by examining the municipality's calculation of the plan's annual financial requirements and minimum municipal obligation (MMO) and comparing these calculated amounts to amounts actually budgeted and deposited into the pension plan as evidenced by supporting documentation.
- Whether annual employee contributions were required during the engagement period and, if so, were calculated, deducted, and deposited into the pension plan in accordance with the plan's governing document and applicable laws and regulations by testing total members' contributions on an annual basis using the rates obtained from the plan's governing document in effect for all years within the engagement period and examining documents evidencing the deposit of these employee contributions into the pension plan.

- Whether retirement benefits calculated for plan members who retired during the engagement period represent payments to all (and only) those entitled to receive them and were properly determined and disbursed in accordance with the plan's governing document, applicable laws and regulations by recalculating the amount of the monthly pension benefit due to retired individuals and comparing these amounts to supporting documentation evidencing amounts determined and actually paid to recipients.
- Whether the January 1, 2013, January 1, 2015, and January 1, 2017 actuarial valuation reports were prepared and submitted by March 31, 2014, 2016, and 2018, respectively, in accordance with Act 205 and whether selected information provided on these reports is accurate, complete, and in accordance with plan provisions to ensure compliance for participation in the state aid program by comparing selected information to supporting source documentation.
- We determined whether provisions of the Deferred Retirement Option Plan (DROP) were in accordance with the provisions of Act 205 by examining provisions stated in the plan's governing documents.

Based on the results of our procedures performed during our LPE, nothing came to our attention indicating that the Collegeville Borough Police Pension Plan was not being administered in compliance with applicable state laws, regulations, contracts, administrative procedures, and local ordinances and policies.

Our determination to perform a LPE for this engagement period does not preclude the Department from conducting an audit in accordance with *Government Auditing Standards* of the pension plan in subsequent periods. The borough should continue to maintain documentation related to this pension plan.

The accompanying supplementary information is presented for purposes of additional analysis. We did not audit the information or conclude on it and, accordingly, express no form of assurance on it.

The contents of this report were discussed with officials of Collegeville Borough and, where appropriate, their responses have been included in this report.

October 1, 2018



EUGENE A. DEPASQUALE
Auditor General

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COLLEGEVILLE BOROUGH POLICE PENSION PLAN
SUPPLEMENTARY INFORMATION
(UNAUDITED)

The supplementary information contained on Pages 1 through 4 reflects the implementation of GASB Statement No. 67, *Financial Reporting for Pension Plans*. The objective of this statement is to improve financial reporting by state and local governmental pension plans.

SCHEDULE OF CHANGES IN THE NET PENSION
LIABILITY AND RELATED RATIOS
FOR THE YEARS ENDED DECEMBER 31, 2014 AND 2015

	<u>2014</u>	<u>2015</u>
Total Pension Liability		
Service cost	\$ 128,067	\$ 123,638
Interest	307,585	325,071
Difference between expected and actual experience	-	(120,712)
Changes of assumptions	-	110,088
Benefit payments, including refunds of member contributions	(45,993)	(95,887)
Net Change in Total Pension Liability	<u>389,659</u>	<u>342,198</u>
Total Pension Liability - Beginning	3,739,741	4,129,400
Total Pension Liability - Ending (a)	<u>\$ 4,129,400</u>	<u>\$ 4,471,598</u>
Plan Fiduciary Net Position		
Contributions – employer	\$ 94,668	\$ 91,882
Contributions – state aid	92,944	94,100
Contributions – member	30,383	27,759
Net investment income	187,336	(36,596)
Benefit payments, including refunds of member contributions	(45,993)	(95,887)
Administrative expense	(6,050)	(6,250)
Net Change in Plan Fiduciary Net Position	<u>353,288</u>	<u>75,008</u>
Plan Fiduciary Net Position - Beginning	3,581,251	3,934,539
Plan Fiduciary Net Position - Ending (b)	<u>\$ 3,934,539</u>	<u>\$ 4,009,547</u>
Net Pension Liability - Ending (a-b)	<u>\$ 194,861</u>	<u>\$ 462,051</u>
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	95.3%	89.7%
Estimated Covered Employee Payroll	\$ 802,282	\$ 790,000
Net Pension Liability as a Percentage of Covered Employee Payroll	24.3%	58.5%

COLLEGEVILLE BOROUGH POLICE PENSION PLAN
SUPPLEMENTARY INFORMATION
(UNAUDITED)

SCHEDULE OF CHANGES IN THE NET PENSION
LIABILITY AND RELATED RATIOS
FOR THE YEARS ENDED DECEMBER 31, 2016 AND 2017

	<u>2016</u>	<u>2017</u>
Total Pension Liability		
Service cost	\$ 129,820	\$ 115,630
Interest	352,719	376,455
Difference between expected and actual experience	-	(66,895)
Changes of assumptions	-	10,077
Benefit payments, including refunds of member contributions	(100,423)	(110,081)
Net Change in Total Pension Liability	<u>382,116</u>	<u>325,186</u>
Total Pension Liability - Beginning	4,471,598	4,853,714
Total Pension Liability - Ending (a)	<u>\$ 4,853,714</u>	<u>\$ 5,178,900</u>
Plan Fiduciary Net Position		
Contributions - employer	\$ 51,889	\$ 38,852
Contributions - state aid	96,242	100,942
Contributions - member	34,098	38,913
Net investment income	218,887	651,161
Benefit payments, including refunds of member contributions	(100,423)	(110,081)
Administrative expense	(6,250)	(6,250)
Net Change in Plan Fiduciary Net Position	<u>294,443</u>	<u>713,537</u>
Plan Fiduciary Net Position - Beginning	4,009,547	4,303,990
Plan Fiduciary Net Position - Ending (b)	<u>\$ 4,303,990</u>	<u>\$ 5,017,527</u>
Net Pension Liability - Ending (a-b)	<u>\$ 549,724</u>	<u>\$ 161,373</u>
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	88.7%	96.9%
Estimated Covered Employee Payroll	\$ 764,634	\$ 721,500
Net Pension Liability as a Percentage of Covered Employee Payroll	71.9%	22.4%

COLLEGEVILLE BOROUGH POLICE PENSION PLAN
 SUPPLEMENTARY INFORMATION
 (UNAUDITED)

Sensitivity of the Net Pension Liability to Changes in the Discount Rate

The following presents the net pension liability of the borough as of December 31, 2014, calculated using the discount rate of 8.00%, as well as what the borough's net pension liability would be if it were calculated using a discount rate that is 1 percentage-point lower or 1 percentage-point higher than the current rate:

	1% Decrease (7.00%)	Current Discount Rate (8.00%)	1% Increase (9.00%)
Net Pension Liability - 12/31/14	\$ 713,448	\$ 194,861	\$ (241,721)

The following presents the net pension liability of the borough as of December 31, 2015, 2016, and 2017, calculated using the discount rate of 7.75%, as well as what the borough's net pension liability would be if it were calculated using a discount rate that is 1 percentage-point lower or 1 percentage-point higher than the current rate:

	1% Decrease (6.75%)	Current Discount Rate (7.75%)	1% Increase (8.75%)
Net Pension Liability - 12/31/15	\$ 1,041,809	\$ 462,051	\$ (23,863)
Net Pension Liability - 12/31/16	\$ 1,161,720	\$ 549,724	\$ 36,465
Net Pension Liability - 12/31/17	\$ 795,642	\$ 161,373	\$ (370,832)

COLLEGEVILLE BOROUGH POLICE PENSION PLAN
 SUPPLEMENTARY INFORMATION
 (UNAUDITED)

SCHEDULE OF CONTRIBUTIONS

Year Ended December 31	Actuarially Determined Contribution	Actual Contributions	Contribution Deficiency (Excess)	Covered- Employee Payroll	Contributions as a Percentage of Covered- Employee Payroll
2008	\$ 117,142	\$ 117,142	\$ -	\$ 600,500	19.5%
2009	124,818	124,818	-	651,093	19.2%
2010	166,799	166,799	-	665,890	25.0%
2011	170,197	170,197	-	692,525	24.6%
2012	164,728	164,728	-	737,025	22.4%
2013	171,450	171,450	-	788,690	21.7%
2014	187,612	187,612	-	802,282	23.4%
2015	185,982	185,982	-	790,000	23.5%
2016	148,131	148,131	-	764,634	19.4%
2017	139,794	139,794	-	721,500	19.4%

SCHEDULE OF INVESTMENT RETURNS

Annual Money-Weighted Rate of Return, Net of Investment Expense:

2017	15.22%
2016	5.52%
2015	(0.93%)
2014	5.27%

COLLEGEVILLE BOROUGH POLICE PENSION PLAN
 SUPPLEMENTARY INFORMATION
 (UNAUDITED)

SCHEDULE OF FUNDING PROGRESS

Historical trend information about the plan is presented herewith as supplementary information. It is intended to help users assess the plan's funding status on a going-concern basis, assess progress made in accumulating assets to pay benefits when due, and make comparisons with other state and local government retirement systems.

The actuarial information is required by Act 205 biennially. The historical information, beginning as of January 1, 2013, is as follows:

	(1)	(2)	(3)	(4)
Actuarial Valuation Date	Actuarial Value of Assets (a)	Actuarial Accrued Liability (AAL) - Entry Age (b)	Unfunded (Assets in Excess of) Actuarial Accrued Liability (b) - (a)	Funded Ratio (a)/(b)
01-01-13	\$ 2,961,759	\$ 3,386,195	\$ 424,436	87.5%
01-01-15	3,899,238	4,118,776	219,538	94.7%
01-01-17	4,700,894	4,907,587	206,693	95.8%

Note: The market values of the plan's assets at 01-01-13, 01-01-15, and 01-01-17 have been adjusted to reflect the smoothing of gains and/or losses over a 5-year averaging period. This method will lower contributions in years of less than expected returns and increase contributions in years of greater than expected returns. The net effect over long periods of time is to have less variance in contribution levels from year to year.

COLLEGEVILLE BOROUGH POLICE PENSION PLAN
SUPPLEMENTARY INFORMATION
(UNAUDITED)

The comparability of trend information is affected by changes in actuarial assumptions, benefit provisions, actuarial funding methods, accounting policies, and other changes. Those changes usually affect trends in contribution requirements and in ratios that use the actuarial accrued liability as a factor.

Analysis of the dollar amount of the actuarial value of assets, actuarial accrued liability, and unfunded (assets in excess of) actuarial accrued liability in isolation can be misleading. Expressing the actuarial value of assets as a percentage of the actuarial accrued liability (Column 4) provides one indication of the plan's funding status on a going-concern basis. Analysis of this percentage, over time, indicates whether the system is becoming financially stronger or weaker. Generally, the greater this percentage, the stronger the plan.

COLLEGEVILLE BOROUGH POLICE PENSION PLAN
SUPPLEMENTARY INFORMATION
NOTES TO SUPPLEMENTARY SCHEDULES
(UNAUDITED)

The information presented in the supplementary schedules was determined as part of the actuarial valuation at the date indicated. Additional information as of the latest actuarial valuation date follows:

Actuarial valuation date	January 1, 2017
Actuarial cost method	Entry age normal
Amortization method	Level dollar
Remaining amortization period	4 years
Asset valuation method	Fair value, 5-year smoothing
Actuarial assumptions:	
Investment rate of return	7.75%
Projected salary increases	5.0%
Cost-of-living adjustments	3.0%

COLLEGEVILLE BOROUGH POLICE PENSION PLAN
REPORT DISTRIBUTION LIST

This report was initially distributed to the following:

The Honorable Tom W. Wolf
Governor
Commonwealth of Pennsylvania

The Honorable Dr. Aidsand F. Wright-Riggins
Mayor

Ms. Marion McKinney
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Mr. Mathew McKnight
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Ms. Catherine Kernen
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