RE Copy

City of Urbana 400 South Vine Street Urbana, IL 61801



August 26, 2002

TO:

Members, Urbana Policemen's Pension Fund

FROM: Ronald Eldridge, Treasurer

Attached please find the annual financial report and audit for the Policemen's Pension Fund for the fiscal year ended June 30, 2002. Some important points of the audit are:

- 1) The financial statements have been prepared in accordance with generally accepted accounting principles ("clean opinion"). The auditor's opinion letter on this finding is on page 1.
- 2) In performing their work, the auditors did not discover any significant weaknesses in the fund's internal accounting controls. It is the policy of the auditor that no separate letter is issued in this circumstance.
- 3) Net assets of the fund decreased \$256,391 to \$14,098,906. The biggest reason for this reduction was the decline in the stock market, which significantly impacted the fund's investments (discussed further below).
- 4) The city's contribution was based upon an actuarial study performed by the actuarial firm of Tim Sharpe. The amount required to be contributed was \$1,012,133. The amount actually contributed was \$1,052,672 (44% of salary). Recall that the City has increased it's contribution from approximately \$350,000 in 1996. On page 10 is a detailed schedule of contributions made by the city. Note that over the last 4 years, the city is ahead in contributions made by \$85,328. The fund is at a 68% funding level. Five years ago, this funding level was 62%. Police officers contribute 9.91% of their salary. The City's contributions compared to employees was approximately 4.5 to 1.
- 5) A review of the makeup of the investment portfolio shows that since 1992, the fund has significantly shifted investments in certificates of deposit and savings to equities. The investment in common stocks was first authorized in January 1998:

	Percent of Portfolio						
	02	<u>01</u>	<u>00</u>	<u>99</u>	98	<u>92</u>	
U.S. Government	56	54	52	49	66	74	
Cert. Of Deposit	0	0	0	0	3	10	
Insurance Annuities	0	0	7	4	10	0	
Common Stocks	36	40	36	36	15	0	
Savings/Money Market	8	6	5	11	6	16	



- 6) The fund has instructed the fixed income managers to strive for average weighted length of maturity of approximately 5-7 years. Traditionally, the longer maturity period, the higher the return. However, for the last 3-4 years, this differential return has been significantly smaller and leveled out at approximately 7 years.
- 7) A breakdown of the investment return by investment type follows (net of all fees):

		\$		% Return
	2002	2001	20012	2000/
Savings/Money Markets	18,569	37,899	2.5%	4.3%
Cert. Of Deposit	0	0	n/a	n/a
U.S. Government:				
Interest	405,693	458,807		
Gains (Loss) Sales	14,541	181,913		
Unrealized Gain (Loss) 284,432	166,914		
Subtotal, U.S. Govt.	704,666	845,533	9.9	10.5
Market Gains (Loss):				
Common Stocks	(1,233,316)	(1,352,927)	(20.8)	(21.7)
Total	(510,081)	(507,394)	(3.7)	(2.9)

8) A historical review of investment return shows that the fund has historically averaged approximately an 6.5 to 8%% return before equities. Considering a 10 year history, prior to this year, the fund has been able to increase the total return by investing in equity securities (insurance annuities and common stocks beginning in 98). However, the depressed market in equities has actually decreased the overall return from 6.7% to 6.0%.

	2002	<u>2001</u>	2000	Last <u>3 Yrs</u>	Last <u>5 Yrs</u>	
Return Before Equities Total Return				8.1% 1.1%		6.7% 6.0%

- 9) <u>Benefits</u>: Listed below is a general description of the formulas used to calculate benefits. Because the actual formula's are more complex, the following is provided as a general picture and should not be used to actually calculate a person's benefits:
- Regular Retirement Pension. Officers attaining the age of 50 or more with 20 or more years of creditable service are entitled to receive an annual retirement benefit of one-half of the salary at the date of retirement. The pension shall be increased by 2½ % for each year over 20 years of service, to a maximum of 75% (reached at 30 years of service). Employees with at least 8 years, but less than 20 years of credited service, may retire at or after age 60 and receive a reduced benefit on a graduated scale (10 years service = 15%, 15 years service = 30%, 19 years service = 45.6%). Upon reaching the age of 55, the officer's pension is increased 3% for each year retired (up to a maximum of 15%), and 3% annually thereafter.
- <u>Disability Pension</u>. An officer that is unable to perform his or her duties due to a duty related injury is entitled to receive an annual payment of 65% of the salary at the date of disability. A

- officer that is unable to perform his or her duties due to an injury not related to the job is entitled to an annual payment of 50%. Upon reaching the age of 60, a disability pension is increased 3% of the original pension annually.
- <u>Survivor Pension</u>. If an officer dies on duty, the surviving spouse receives pension equal to the salary of the officer. If an officer dies due to reasons not related to duty, the surviving spouse receives pension of 50% of the salary of the officer when the officer stopped working.
- 10) The cost of benefit increases are expected to increase over time. Most members drawing benefits by law receive a 3% annually compounded increase in addition to increases in the number of retirees and the increased salaries at retirement that these benefits are based on. Benefit costs increased 6.1% in 2002 over 2001 and have averaged an annual 4.5% increase over the last 4 years and 8% over the last 10 years. An examination of the total amount paid out for benefits shows the following increases over last 4 years and 10 years ago.

	2002	<u>2001</u>	<u>1999</u>	<u>1992</u>
Disability	\$261,359	\$264,496	\$271,269	\$166,827
Service	518,481	465,671	372,930	208,023
Dependent	154,435	150,075	141,012	51,403
Total	\$934,275	\$880,242	\$785,211	\$426,253

11) An examination of the number and make up of members receiving benefits provides insight into certain trends and changes affecting previous and future pension costs:

		Dis	ability			Serv	/ice		<u>[</u>	Depende	<u>ent</u>
		Ave.	Serv	. Ave.		Ave.	Serv.	. Ave.		Ave.	Ave.
	<u>#</u>	<u>Age</u>	<u>Yrs</u>	Ben.	<u>#</u>	<u>Age</u>	<u>Yrs</u>	Ben.	<u>#</u>	<u>Age</u>	<u>Ben.</u>
2002	10	53	18	\$2,187	19	64	24	\$2,328	9	74	\$1,430
2001	10	52	18	\$2,169	18	64	24	\$2,235	9	73	\$1,430
2000	11	51	18	\$2,055	16	64	25	\$2,139	9	72	\$1,349
1999	12	51	17	\$1,875	16	63	25	\$2,034	10	74	\$1,214
1998	12	50	17	\$1,884	15	63	23	\$1,950	10	73	\$1,136
1997	12	49	17		15	62	23		10	72	
1996	11	48	16	\$1,749	15	61	23	\$1,819	10	70	\$1,136
1992	8	47	16		13	64	24		7	77	
1988	5	48	18		12	64	24		6	77	

- The were no changes in 2002 affecting disability pensions. The number of disability pensions has increased significantly since 1988. The make up of the disability pensioners doubled since 88 but changed little over the last 7 years. The average benefit increased 0.8% in 2002 over last year. Over the past 5 years, the average benefit has increased 3.8% each year.
- The only changes in 2002 affecting regular pensions was the retirement of Wuersch. The number of regular pensions has increased an average of 1/year since 1988. The makeup of average age and years of service has not changed since 1988. The average benefit increased 4.2% in 2002 over last year. Over the past 5 years, the average

benefit has increased 4.2% each year. One officer (DeJong) has retired but will not draw benefits until 12/29/02.

- There no changes in 2002 affecting dependent pensioners. The number of surviving dependents has increased somewhat since 1988. The average age of the dependents is slightly younger. The average benefit in 2002 was the same as last year. Over the past 5 years, the average benefit has increased 6% each year. This was due to change in minimum monthly amount of \$1,000. The law does not provide for any annual inflationary adjustments in benefits for dependents.
- 12) An examination of the number and make up of current officers provides insight into certain trends and changes affecting previous and future pension costs:

	Ave.	Ave. Yr.	Ave.
<u>#</u>	<u>Age</u>	<u>Service</u>	<u>Salary</u>
49	35.6	8.2	49,531
49	35.0	8.0	47,349
45	35.5	8.5	43,593
47	36.0	8.3	42,648
46	35.7	8.3	40,639
43	35.5	8.6	40,140
46	35.1	8.3	38,233
41	36.5	9.6	34,204
42	34.7	9.5	29,309
	49 49 45 47 46 43 46 41	# Age 49 35.6 49 35.0 45 35.5 47 36.0 46 35.7 43 35.5 46 35.1 41 36.5	# Age Service 49 35.6 8.2 49 35.0 8.0 45 35.5 8.5 47 36.0 8.3 46 35.7 8.3 43 35.5 8.6 46 35.1 8.3 41 36.5 9.6

- During 2002, five new officers were admitted into the fund, one retired (Wuersch) and 4
 officers resigned and withdrew from the fund. Neither the age of the workforce or the
 average years of service has changed much since 1988.
- Salaries for pension fund purposes increased an average of 4.6% in 2002. Over the
 last 10 years, salaries have increased an annual average of 3.8% and 4.3% over the
 last 5 years.

Audit Report

For the Years Ended June 30, 2002 and 2001



CITY OF URBANA, ILLINOIS

POLICE PENSION FUND

Audit Report

For the Years Ended June 30, 2002 and 2001

Audit Report

For the Years Ended June 30,2002 and 2001

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August 22, 2002

Board of Trustees City of Urbana, Illinois Police Pension Fund Urbana, Illinois

Independent Auditor's Report

We have audited the accompanying financial statements of the City of Urbana, Illinois Police Pension Fund, a fiduciary fund of the City of Urbana, as of and for the years ended June 30, 2001 and 2002, as listed in the table of contents. These financial statements are the responsibility of the City's management. Our responsibility is to express an opinion on these financial statements based on our audits.

We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audits to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audits provide a reasonable basis for our opinion.

As described more fully in Note 1, the financial statements present only one fiduciary fund of the City of Urbana and are not intended to present fairly the financial position and results of operations of the City in conformity with generally accepted accounting principles.

In our opinion, the financial statements referred to in the first paragraph present fairly, in all material respects, the plan net assets available for benefits of the City of Urbana, Illinois, Police Pension Fund, a fiduciary fund of the City of Urbana, Illinois, as of June 30, 2001 and 2002, and the changes in plan net assets available for benefits for the years then ended in conformity with accounting principles generally accepted in the United States of America.

Our audits were made for the purpose of forming an opinion on the financial statements referred to in the first paragraph taken as a whole. The required supplementary information listed in the table of contents has been subjected to the auditing procedures applied in the audits of the financial statements and, in our opinion, is presented fairly, in all material respects, in relation to the financial statements taken as a whole.

BRAY, DRAKE, LILES & RICHARDSON LLP

Bray, Drake, Liles & Ruhardom UP

Comparative Statement of Plan Net Assets As of June 30, 2002 and 2001

100570	2002	2001	
ASSETS:			
Cash and Cash Equivalents:			
Checking Account	\$ 264	\$ 289	
Shearson Money Market Account	460,610	293,827	
Savings Account	734,101	434,723	
Subtotal, Cash and Cash Equivalents	1,194,975	728,839	
Receivables:			
Employer Contributions (Property			
and Replacement Tax)	516,227	483,512	
Accrued Interest Receivable	112,425	116,835	
Investments (Note 1 and 3):			
U.S. Government Securities	7,348,488	7,451,310	
Stocks	5,013,837	5,594,117	
Total Assets	\$14,185,952	\$14,374,613	
LIABILITIES:			
Accounts Payable	\$ 87,046	\$ 19,316	
NET ASSETS HELD IN TRUST FOR PENSION BENEFITS (A schedule of (funding progress is presented			
on page 10.)	14,098,906	14,355,297	
Net Assets Held in Trust for			
Pension Benefits	\$14,185,952	\$14,374,613	

The accompanying notes are an integral part of these financial statements.

CITY OF URBANA POLICE PENSION FUND

Comparative Statement of Changes in Plan Net Assets For the Years Ended June 30, 2002 and 2001

ADDITIONS:	2002	2001
Contributions: Employer:		
Property Tax	\$ 1,011,672	\$ 927,842
Replacement Tax	41,000	41,000
Subtotal, Employer Contributions	1,052,672	968,842
Employees	230,508	198,539
Subtotal, Contributions	1,283,180	1,167,381
Investment Income: Net Appreciation (Depreciation)		
in Fair Value of Investments	(979,971)	(984,471)
Dividends	85,462	51,603
Interest	476,863	532,783
Subtotal, Investment Income	(417,646)	(400,085)
Less Investment Expense	(92,435)	(107,309)
	(510,001)	(505.20.4)
Net Investment Income	(510,081)	(507,394)
Total Additions	773,099	659,987
DEDUCTIONS:		
Disability Benefits	261,359	264,496
Dependent Benefits	154,435	150,075
Service Retirement Benefits	518,481	465,671
Refunds to Resigning Members	67,316	47,824
Administrative Costs	27,899	10,544
Total Deductions	1,029,490	938,610
NET INCREASE	(256,391)	(278,623)
NET ASSETS HELD IN TRUST FOR PENSION BENEFITS:		
Beginning of Year	14,355,297	14,633,920
End of Year	\$ 14,098,906	\$ 14,355,297

The accompanying notes are an integral part of these financial statements.

Notes to Financial Statements June 30, 2002 and 2001

Note 1 - Summary of Significant Accounting Policies:

The Pension fund was organized on April 4, 1927, and is exempt from federal income tax. The pension fund is created and operated under state laws that provide for a fund to be established to provide certain retirement benefits to police officers and their dependents (see Note 2). The fund is managed by a board of five trustees made up of two persons appointed by the mayor of the City of Urbana and three persons elected by the members of the fund. The Pension fund is also included in the annual report of the City of Urbana, as a fiduciary fund, according to the criteria specified in governmental accounting standards.

Investments are reported at fair value. Fair values for U.S. government securities, common stocks and money funds are based upon latest quoted prices. Investment transactions are reported as of the trade date. Interest income is recognized as earned. Realized gains and losses on sales and exchanges of securities and unrealized gains and losses are reported as net appreciation (depreciation) in the fair value of investments.

The fund considers all liquid investments with maturity of three months or less when purchased to be cash equivalents. At June 30, 2002 and 2001, there were no investments considered to be cash equivalents.

Property taxes are recognized for the year levied. The 2001 levy is reported in fiscal year 2002 and the 2000 levy in fiscal year 2001. The taxes are certified against appraised real property as of the beginning of the previous calendar year.

The preparation of financial statements requires management to make estimates and assumptions which affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of additions and deductions from plan net assets during the reporting period. Actual results could differ from those estimates.

Note 2 - Pension Disclosure Information:

a. Plan Description:

The Pension fund is a defined benefit single-employer pension plan that covers all sworn police personnel. Although this is a single-

Notes to Financial Statements June 30, 2002 and 2001

employer plan, the defined benefits and employee and employer contribution levels are governed by Illinois State Statues. This fund is accounted for and reported as a pension trust fund. At June 30, 2002 and 2001, the pension fund membership consisted of:

	2002	2001
Retirees and beneficiaries currently receiving benefits	37	37
Terminated plan members entitled to but not yet receiving benefits	1	1
Active vested plan members	18	20
Active non vested plan members	<u>30</u>	<u>28</u>
Total	<u>87</u>	<u>86</u>
Number of participating employers	1	1

Following is a summary of the police pension plan as provided for in the Illinois Statutes.

The police pension plan provides retirement benefits as well as death and disability benefits. Employees attaining the age of 50 or more with 20 or more years of creditable service are entitled to receive an annual retirement benefit of one-half of the salary attached to the rank held on the last day of service. The pension shall be increased by 2.5% of such salary for each additional year of service over 20 years up to a maximum of 75% of such salary. Employees with at least 8 years, but less than 20 years of credited service, may retire at or after age 60 and receive a reduced benefit.

The monthly pension of a police officer who retired with 20 or more years of service after January 1, 1999, shall be increased annually, following the first anniversary date of retirement, and be paid upon reaching the age of at least 55 years, by 1/12 of 3% of the original pension times the number of months the employee has been retired since age 50 (up to a maximum of 15%), and 3% annually thereafter of the pension payable at the time of the increase.

Notes to Financial Statements June 30, 2002 and 2001

Covered employees are required to contribute 9.91% of their base salary to the Plan. If an employee leaves covered employment with less than 20 years of service, accumulated employee contributions may be refunded without accumulated interest. The City of Urbana is required to contribute the remaining amounts necessary to finance the plan as actuarially determined by an enrolled actuary. By the year 2033, the City's contributions must accumulate to the point where the past service cost for the Plan is fully funded.

b. Plan Asset Matters:

Investments in U.S. Government and U.S. Government guaranteed obligations are the only investments that are greater than 5% of net assets , totaling 51% of net assets.

There are no investments that are securities or obligations of the City of Urbana.

c. Funding Policy and Annual Pension Cost:

The amount shown below as the "pension benefit obligation" is a standardized disclosure measure of the present value of pension benefits, adjusted for the effects of projected salary increases and step-rate benefits, estimated to be payable in the future as a result of employee service to date. The measure is intended to help users assess the funding status of the system on a going-concern basis, assess progress made in accumulating sufficient assets to pay benefits when due, and make comparisons among employers. The measure is the accrued liability and is a component of the funding method used to determine contributions to the system.

The funding policy provides for actuarially determined periodic contributions at rates that, for individual employees, accumulate assets gradually over time so that sufficient assets will be available to pay benefits when due. The contribution rate for normal cost is determined using the entry age normal actuarial funding method. The system used a level percent amount method to amortize the unfunded liability over a 34-year period. The significant actuarial assumptions used to compute the actuarially determined contribution

Notes to Financial Statements June 30, 2002 and 2001

requirements are the same as those used to compute the pension benefit obligation:

Latest Actuarial Valuation Date	June 30, 2001
Asset Valuation Method	5 Year Average Market Value
Significant Actuarial Assumptions: Rate of return on investment of present and future assets	7.0% compounded annually
Projected salary increases	5.25% compounded annually
Post retirement benefit increases	3.0% interest annually
Mortality	1983 Group Annuity Mortality Table
Withdrawal	Graduated Rates
Disability	Graduated Rates
Retirement	Graduated Rates (100% by age 69)
Marital Status	85% married, spouse same age
Plan Expenses	None
Annual Required Contribution	\$1,012,133
Interest on Net Pension Obligation	0
Adjustment to Annual Required Contribut	ion <u>0</u>
Annual Pension Cost	1,012,133
Contributions Made	1,052,672
Increase (decrease) in Net Pension C	Obligation (40,539)
Net Pension Obligation Beginning of Year	(79,408)
Net Pension Obligation End of Year	\$ (119,947)

There were no changes in any actuarial assumptions that would significantly effect the pension benefit obligation or the required contribution.

Note 3 - Deposits and Investments:

The pension fund is authorized by State Statutes and fund policy to invest in obligations of the U.S. Treasury and its agencies, non-negotiable certificates of deposit and Illinois Public Treasurer's Investment Pool, savings accounts, general and separate

Notes to Financial Statements June 30, 2002 and 2001

accounts of approved life insurance companies (up to a maximum of 10% of the fund's net present assets), money market mutual funds which are backed by U.S. government securities and agencies, and common stocks (up to a maximum of 45% net present assets).

The fund's deposits and investments are categorized below to give an indication of the level of risk assumed at June 30, 2002.

Category 1 - includes amount that are insured and for which the fund or its agent in the fund's name holds the securities. These are U.S. government and its agencies obligations, certificates of deposit, and checking and savings accounts. Certificates of deposit in federally insured banks and savings and loans are insured in an amount equal to \$100,000 per fund plus an amount equal to each member's vested beneficial interest up to a maximum of \$100,000 per member.

	Risk Category	Amortized Cost	Fair Value
Checking and Savings Accounts	1	\$ 734,365	\$ 734,365
U.S. Government and Its Agencies	1	7,207,058	7,348,488
Subtotal, Category	1	7,941,423	8,082,853
Money Market Accounts	-	460,610	460,610
Common Stocks	-	5,921,043	5,013,837
Total		\$14,323,076	\$13,557,300

No credit risk is assigned to insurance company accounts, common stocks and money market accounts since the Fund does not own any specific identifiable securities. These amounts are not incurred nor guaranteed by any federal agency.

Required Supplementary Information Schedule of Funding Progress

June 30, 2002

Actuarial Valuation Date		Actuarial Accrued Liability Entry Age Normal Cost	Unfunded (Overfunded) Actuarial Accrued Liability	Funded	Covered	Unfunded (Overfunded) Actuarial Accrued Liability as a % of Covered Payroll
June 30, 1996	Information !	oefore June 30,	before June 30, 1997 is not available.	lable.		
June 30, 1997	\$10,833,086	\$17,493,882	\$6,660,796	61.9%	\$1,761,550	378.1%
June 30, 1998	\$11,445,123	\$17,708,970	\$6,263,847	64.6%	\$1,869,403	335.1%
June 30, 1999	\$12,489,176	\$19,014,902	\$6,525,726	%2'59	\$2,004,454	325.6%
June 30, 2000	\$13,582,546	\$19,769,233	\$6,186,687	%2'89	\$2,005,269	308.5%
June 30, 2001	\$14,491,027	\$21,196,511	\$6,705,484	68.4%	\$2,319,005	289.2%

Required Supplementary Information Schedule of Employer Contributions

June 30, 2002

Fiscal	Annual Required	Contributions	Percentage
Year	Contribution	Made	Contributed
1996	Information bef	ore 1997 is not ava	ilable.
1997	\$621,024	\$677,649	109.1%
1998	\$894,326	\$872,320	97.5%
1999	\$876,966	\$865,130	98.7%
2000	\$954,569	\$953,431	99.9%
2001	\$911,079	\$968,842	106.3%
2002	\$1,012,133	\$1,052,672	104.0%