

Station 16
8130 3rd Street
Wellington, CO 80549



Station 17
108 E County Road 66
Fort Collins, CO 80524

Wellington Fire Protection District PENSION BOARD MEETING AGENDA

The **Pension Board Meeting** of the Wellington Fire Protection District will be called to order at 4:00 pm and the Regular Board Meeting to immediately follow. On **June 21, 2023**, the meeting will be held at **Station 16** located at 8130 3rd St., Wellington, CO 80549. Any member of the public who chooses to attend the meeting in person may do so. Please contact our administrative office for social distancing guidelines or additional attendance accommodations. **Zoom Meeting information is listed below.**

Pledge of Allegiance
Roll Call

Additions/Deletions to the Agenda
Conflicts of Interest
Correspondence
Guests or Presentations

Treasurer's Report

Pension Board Business:

1. Official welcome to new Board Members
2. Pension Board Meeting Minutes for March 8, 2023

Other

Adjournment

Future Meetings:

September 13
December 13

Zoom Meeting Information

Station 16
8130 3rd Street
Wellington, CO 80549



Station 17
108 E County Road 66
Fort Collins, CO 80524

Wellington Fire Protection District

Wellington Fire Protection District is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting

<https://us02web.zoom.us/j/87628852491?pwd=d0ZFRDJrZ2liemp1SG5yOFJtcuRBZz09>

Meeting ID: 876 2885 2491

Passcode: 292290

One tap mobile

+17209289299,,87628852491#,,,,*292290# US (Denver)

+13017158592,,87628852491#,,,,*292290# US (Washington DC)

Dial by your location

+1 720 928 9299 US (Denver)

+1 301 715 8592 US (Washington DC)

Meeting ID: 876 2885 2491

Passcode: 292290

Find your local number: <https://us02web.zoom.us/j/87628852491?pwd=d0ZFRDJrZ2liemp1SG5yOFJtcuRBZz09>

Agenda Posted to www.wfpd.org & at 8130 3rd St by Michael Patterson on 05/31/2023 @ 03:00PM

MEMORANDUM

To: Affiliated Volunteer Pension Plan Employers
From: Peggy Job, Senior Accountant
Re: Three months ended March 31, 2023
 Allocation Report, Annual Contributions Received & Direct Expense Allocation Summary
Date: April 25, 2023

Allocation Report

Investment Performance

Your plan assets are commingled for investment purposes in the Members' Benefit Investment Fund – Long Term Pool ("Pool"). Returns for the Pool are as follows (returns for periods longer than one year are annualized):

As of 12/31/2022	Quarter	Year to Date	1 Year	3 Years	5 Years
Total Pool Net of Investment Expense*	3.95%	3.95%	(0.18)%	11.25%	7.53%

*FPPA Administrative Expenses are not included in the Total Pool Net of Investment Expense percentages.

The table below summarizes expenses as a percentage of net assets for the Pool:

Year	FPPA Administrative Expense*	Investment Management Expense	Total Expense Ratio
Q1-2023	0.04%	0.14%	0.18%
2022	0.14%	0.80%	0.94%
2021	0.12%	0.81%	0.93%
2020	0.13%	0.79%	0.92%
2019	0.13%	0.80%	0.93%
2018	0.16%	0.88%	1.04%
2017	0.23%	0.89%	1.12%
2016	0.24%	0.79%	1.03%

How to Calculate Your Plan Specific Expense Ratio

Your Allocation Report may reflect expenses specific to your plan such as actuarial expense and legal fees as well as expenses you directed FPPA to pay from your plan assets. These expenses are reflected in the line items *Plan Directed Expenses* and *Direct Expense Allocation*. As such, your plan's administrative expenses may differ from the Pool. In order to calculate your plan's administrative expense ratio, you will need to add the line items *Plan Directed Expenses*, *Direct Expense Allocation* and *Allocated Fees & Expenses* and divide by the *Ending Balance*.

Allocation Methodology

Investment Expenses and *Allocated Fees & Expenses* are separately allocated and separately reported in the Allocation Report. The *Investment Expenses* are allocated to each plan based on the plan's proportion of total assets. The *Allocated Fees & Expenses* are allocated based on the plan's proportion of total membership, including active, inactive and retired members as of December 31 of the prior year as defined by the guidelines within the Annual Comprehensive Financial Report. Member counts may be adjusted during the year for plan affiliation, disaffiliation, or reentry.

Review of the Report

Review the items *Member Contributions, Employer Contributions, Refunds, Affiliations, Net Benefits, Plan Directed Expenses and State Funding* and confirm that these amounts are correct year-to-date. **If any amount is not correct, please send a written response to FPPA by May 31, 2023. If FPPA does not receive a response by May 31, 2023, you are confirming that these report items are correct.**

Annual Contributions Received

FPPA provides a schedule of your 2022 contributions received by FPPA year to date. This schedule compares contributions received in the current year to the actuarial required contributions for 2022. **Please be aware that this report shows contributions based on the date received by FPPA and does not consider if contributions relate to a prior year.**

Direct Expense Allocation Summary

Direct Expense Allocation

FPPA provides a summary of expenses directly allocated to your plan, payments received related to these expenses and the related annual budgeted amounts. These costs are identified as direct plan expenses and are charged directly to the plan as a reduction of plan assets. They are reflected in the *Direct Expense Allocation* row of your Allocation Report. You may contact me to request a detailed summary of these allocated expenses.

The direct expense allocation is comprised of costs for audit and actuarial services. The audit services relate to the SOC 1 Type 2 report over the operating effectiveness of FPPA's controls for processing data and transactions related to your plan. The SOC 1 Type 2 report has been provided since 2014 to assist employers in reporting in accordance with Governmental Accounting Standards Board Statement No. 68 (GASB 68), *Accounting and Financial Reporting for Pensions*. Actuarial services include the biennial funding valuation report (issued in odd years for Volunteer Firefighter plans and even years for Old Hire plans) and the annual GASB 68 report. Actuarial services are provided by Gabriel Roeder Smith & Co. Audit services are provided by Eide Bailly LLP.

Payment of Settlor Expenses

Please discuss these direct plan expenses with your legal counsel to determine if they are a "settlor" expense. The Department of Labor believes that the employer should bear the cost of settlor expenses. If you agree, you should reimburse the plan for these expenses. This payment is in addition to any employer contributions made to the plan or as determined by the actuary (the actuarially determined contribution).

To reimburse the plan for these costs, please send payment via ACH or wire to FPPA. These payments need to be identified separately from your actuarial required contribution in order to net out the expense. Please contact FPPA for ACH or wire Instructions.

If you have any questions regarding your allocation report or the direct allocated plan expenses, please call me at 303-770-3772 in Metro Denver or 800-332-3772 or email me at pjob@fppaco.org.

Allocation Report Descriptions

This report provides the beginning of year plan balance, year-to-date totals, and an ending plan balance as of the report date

Beginning Balance	Plan assets at the beginning of the year
Plan Direct Inflows and Outflows	
Member Contributions	Member Contributions made to the plan
Employer Contributions	Employer Contributions made to the plan
Contributions from the SWDD Plan	Contributions received for a member on disability rolling to a normal retirement
Refunds	Member withdrawal of funds from the plan
Affiliations/(Disaffiliations)	Plan affiliation or disaffiliation or idle funds distribution (typically a Volunteer Fire Plan matter)
Net Benefits	Benefits paid to retired members
Plan Directed Expenses	Payments from plan assets directed by the department Examples: legal, actuarial, and insurance expense
State Funding	State funding for volunteer plans
Plan Direct Inflows and Outflows Sub-Total	Sub-Total of the above activity
Allocated Income and Expense	
Interest*	Interest on investments
Dividends*	Dividends on investments
Other Income*	Other investment income
Net Change Accrued Income*	Change in accrued earnings for interest and dividends
Unrealized Gain/Loss*	Unrealized Gain/Loss on investments
Realized Gain/Loss*	Realized Gain/Loss on investments
Defined Contribution Earnings (Net)	Not applicable for Defined Benefit plans
Investment Expenses	Allocated share of FPPA investment expense
Direct Expense Allocation	Expenses directly allocated to the plan Examples: actuarial and audit fees
Other Expenses	Allocated share of FPPA administrative expense
Allocated Income and Expense Sub-Total	Sub-Total of the above activity
Ending Balance	Plan assets at period end

* Allocated from the Fire & Police Members' Benefit Investment Fund – Long Term Pool.

Fire and Police Pension Association

Volunteer Fire Pension Plan Contributions WELLINGTON FPD 7369-5

For the Reporting Period: 01/01/2023 through 03/31/2023

Deposit Date	Employer Contributions	State Matching Funds	Total Remittance
No deposits received for the reporting period			
Total Remittance			\$0.00
Calculated Contribution per the 01/01/2021 Actuarial Study			\$116,417.00
Difference Over/(Under)			\$(116,417.00)

Note: The Calculated Contribution amount is due to FPPA before 12/31/2023

**Fire and Police Pension Association
Wellington FPD Volunteers 7369-5
For the Three Months Ending March 31, 2023**

Beginning Balance	\$1,688,855.44
Plan Direct Inflows and Outflows	
Member Contributions	
Employer Contributions	
Contributions from the SWDD Plan	
Refunds	
Affiliations/(Disaffiliations)	
Plan Transfers	
Net Benefits	(\$45,011.00)
Plan Directed Expenses	
State Funding	
Plan Direct Inflows and Outflows Sub-Total	(\$45,011.00)
Allocated Income and Expense	
Interest	\$2,782.15
Dividends	\$1,408.72
Other Income	(\$346.22)
Net Change Accrued Income	\$566.11
Unrealized Gain/Loss	\$66,539.50
Realized Gain/Loss	(\$4,082.11)
Defined Contribution Earnings (Net)	
Investment Expenses	(\$2,322.72)
Direct Expense Allocation	(\$330.78)
Other Expenses	(\$1,683.40)
Allocated Income and Expense Sub-Total	\$62,531.25
Ending Balance	\$1,706,375.69

**Fire and Police Pension Association
 Direct Expense Allocation Summary
 Wellington FPD Volunteers 7369-5
 For the Three Months Ending March 31, 2023**

Type of Expense	2022 Budget	Year-to-Date Expenses	Payment of 2023 Expenses
Actuarial Expenses	\$313.56	\$198.08	
Audit Expenses	\$149.55	\$132.70	
Other Asset Allocation Study Expenses			
Total Direct Allocated Expenses & Payments	\$463.11	\$330.78	

Actuarial expenses may exceed the budget related to asset allocation studies and implementation.

Contact Peggy Job at 720-479-2345 to obtain a detailed expense listing.



Wellington Fire Protection District

PENSION BOARD MEETING MINUTES

The **Pension Board Meeting** of the Wellington Fire Protection District was called to order at approximately 4:03 PM on **March 8, 2023**, at **Station 16** located at 8130 3rd St., Wellington, CO 80549.

Pledge of Allegiance

Roll Call

Present: *Member Reed, Gaiter, Meyers, Sarno*

Absent: *Member Tuerffs', Director Pettit, Director Pierson*

M/S Reed/ Meyers to accept Director Pierson's absence as EXCUSED. Voice votes unanimous; motion APPROVED.

M/S Reed/ Meyers to declare Director Pettit's and member Tuerffs' absence as UNEXCUSED. Voice votes unanimous; motion APPROVED.

Director Pettit arrived at approximately 4:06pm. M/S Gaiter/ Sarno to accept Director Pettit's late arrival as EXCUSED. Voice votes unanimous; motion APPROVED.

Additions/Deletions to the Agenda- *None*

Conflicts of Interest- *None*

Correspondence - *None*

Guests or Presentations - *None*

Treasurer's Report

Director Gaiter provided an overview of the current FPPA reports included in the meeting packet.

M/S Pettit/ Gaiter to accept the Treasurer's Report. Voice votes unanimous; motion APPROVED.

Pension Board Business:

1. Pension Board Meeting Minutes for December 2022.

M/S Gaiter/REED to approve the Pension Board Meeting Minutes for December 2022 as presented. Voice votes unanimous; motion APPROVED.

2. Election Process for Pension Board Seats.



Wellington Fire Protection District

The board discussed the sample ballot that was included in the packet. The board decided to award the two-year seat to the person with the most votes and the one-year seat would be awarded to the person with the next highest votes.

Staff will update the ballot and will send out to all active and retired volunteers.

3. Pension Fund Investment Options Discussion.

The board discussed various options for pension fund investment in addition to the FPPA. No action was taken by the board.

Other- *None*

Adjournment

M/S PETTIT/GAITER for Adjournment @ 4:28 PM; Voice votes unanimous; motion APPROVED and meeting adjourned.

Future Meetings:

The board discussed potentially moving the June 14th meeting to June 21st. No decision was made.

<i>June</i>	<i>14</i>
<i>September</i>	<i>13</i>
<i>December</i>	<i>13</i>