CITY OF CHARLES TOWN

FINANCE COMMITEE
AGENDA • AUGUST 9, 2023

Committee Meeting **CITY HALL COUNCIL CHAMBERS** **10:00 AM**
101 E Washington Street, Charles Town, WV 25414

1. CALL TO ORDER

2. APPROVAL OF MINUTES

3. UNFINISHED BUSINESS

: **2023-693:** Signature Cards Update

4. NEW BUSINESS

: **2023-694:** Municipal Police Officers and Firefighters Retirement System (MPFRS) Resolution
MPFRS.pdf

5. ADJOURNMENT

6. NOTICE: The Public May View the Meeting Live by Clicking on the Event Link at:

https://www.charlestownwv.us/government/agendas-and-minutes/

Finance Commitee
101 East Washington Street
Charles Town, WV 25414

Meeting: 08/09/23
Department: Finance Commitee
Category: Information Only
Initiator:

SCHEDULED

AGENDA ITEM (ID #)

2023-693: Signature Cards Update

ATTACHMENTS:

Finance Commitee
101 East Washington Street
Charles Town, WV 25414

Meeting: 08/09/23
Department: Finance Commitee
Category: Contract
Initiator:

SCHEDULED

AGENDA ITEM (ID #)

2023-694: Municipal Police Officers and Firefighters Retirement System (MPFRS) Resolution

ATTACHMENTS:
- MPFRS.pdf

West Virginia
Consolidated Public Retirement Board (CPRB)
601 57th Street SE, Suite 5
Charleston, WV 25304
304-558-3570 or 800-654-4406
www.wvretirement.com

Municipal Police Officers and Firefighters Retirement System (MPFRS)

Municipal Police Officer Resolution

Resolution to Become a Participating Employer of the
West Virginia Municipal Police Officers and Firefighters Retirement System
For
MUNICIPAL POLICE OFFICERS

The following Resolution was duly made and lawfully passed by the majority vote of the governing city council of

(municipality) City of Charles Town, West Virginia

on the 21st day of August, 20 23.

BE IT RESOLVED that (municipality) City of Charles Town, West Virginia does hereby elect to join the Municipal Police Officers and Firefighters Retirement System pursuant to Chapter 8, Article 22A, Sections 28 and 33a of the West Virginia Code, and thereby will include all its municipal police officers who are eligible for membership in the Municipal Police Officers and Firefighters Retirement System. This municipality hereby agrees to pay its employer contributions and withhold applicable tax-deferred employee contributions monthly and remit same to the Municipal Police Officers and Firefighters Retirement System no later than fifteen (15) days following the end of each calendar month. This municipality understands that if contributions are delinquent, the employer will be required to pay the actuarial rate of interest lost, on the total employee and employer contributions per day, with a minimum charge of fifty dollars. This municipality further understands that once it becomes a participating employer of the Municipal Police Officers and Firefighters Retirement System, the municipality may not withdraw from participation in the retirement system without express statutory authority.

This Resolution shall become effective on the first day of the month following receipt of this Resolution with all other required documentation and following acceptance of this Resolution by the Consolidated Public Retirement Board.

It is the duty of the Mayor of each municipality electing to become a participating public employer in the Municipal Police Officers and Firefighters Retirement System to certify this Resolution to the West Virginia Consolidated Public Retirement Board within ten (10) days following the vote of its city council.

I, Robert M. Trainor, Mayor of (municipality) City of Charles Town, West Virginia do hereby certify that this Resolution and accompanying documentation are true and correct. Further, I acknowledge that I am aware of the provisions of Chapter 8, Article 22A of the West Virginia Code.

Signature of Mayor

(304) 724-3254
Phone Number

101 East Washington Street, Charles Town, WV 25414
Municipality Address

All municipalities MUST attach a copy of the minutes from the Board meeting that reflects the majority vote.

Note: Separate resolutions are required for municipal police officers and municipal paid professional firefighters.

View §8-22A-33A in new website

CHAPTER 8. MUNICIPAL CORPORATIONS.

ARTICLE 22A. WEST VIRGINIA MUNICIPAL POLICE OFFICERS AND FIREFIGHTERS RETIREMENT SYSTEM.

§8-22A-33a. Second special authorization for municipal police or firefighters hired after July 1, 2015.

(a) Notwithstanding any provision of this code to the contrary, any municipality or municipal subdivision that employs individuals as members of paid police departments or paid fire departments and whose current police officers or firefighters are participating in the Public Employees Retirement System may elect, as provided in same manner as provided in §8-22A-28(a) of this code, to become a participating public employer in the plan and thereby include its police officers and firefighters in the membership of the plan subject to the restrictions provided in this section.

(b) The municipality or municipal subdivision may elect to include only police officers or firefighters who have been hired on or after July 1, 2015, to become members of the plan. Police officers or firefighters hired before July 1, 2015, will remain members of the Public Employees Retirement System.

(c) The municipality or municipal subdivision must make its election on or prior to July 1, 2025.

(d) Once a municipality or municipal subdivision makes its election to become a participating public employer pursuant to this section, all police officers or firefighters hired by the municipality or municipal subdivision after the date of election shall be members of the plan: *Provided*, That police officers or firefighters hired by the municipality or municipal subdivision on or after July 1, 2015, who are members of the Public Employees Retirement System, may choose to become a member of the plan by notifying the municipality or municipal subdivision on a form provided by the Consolidated Public Retirement Board: *Provided, however*, That he or she make this decision within ninety days of the municipality or municipal subdivision's decision to participate in the plan. A municipality or municipal subdivision making an election to become a participating public employer pursuant to this section that has hired any police officer or firefighter on or after July 1, 2015, shall notify each police officer or firefighter hired on or after July 1, 2015, of its election to become a participating public employer within thirty days of making the election. This notice shall include instructions as to how a police officer or firefighter may make notification to the municipality or municipal subdivision of his or her decision to become a member in the plan. The municipality or municipal subdivision shall notify the Consolidated Public Retirement Board in writing of any police officer or firefighter hired after July 1, 2015, who has decided to become a member of the plan and terminate his or her membership in the Public Employees Retirement System within thirty days of notification by the police officer or firefighter on forms provided by the Consolidated Public Retirement System.

(e) Notwithstanding any other provision of the code to the contrary, any police officer or firefighter hired by a participating public employer on or after July 1, 2015, who chooses pursuant to this section to be a member of the plan, shall be a member of the plan upon acceptance by the Consolidated Public Retirement Board of the notification by the municipality required by this section.

(1) The Consolidated Public Retirement Board shall transfer assets and service credit earned on or after July 1, 2015, from the Public Employees Retirement System Trust Fund into the West Virginia Municipal Police Officers and Firefighters Retirement Fund for those police officers or firefighters who elect to be a member of the plan and were members in the Public Employees Retirement System no later than sixty days from receipt of notification by the municipality or municipal subdivision of the police officer or firefighter's election to become a member. The amount of service credit recognized by the plan for the transferring employees shall be the service credit transferred and recognized by the Public Employees Retirement System.

(2) The amount of assets to be transferred for each police officer or firefighter shall be computed as of the actuarial valuation date preceding the notification to the Consolidated Public Retirement Board by the municipality or municipal subdivision of the police officer or firefighter's election to become a member and updated with seven and one-half percent annual interest to the date of the actual asset transfer. For purposes of this section, the actuarial valuation date is the most recent actuarial valuation of the Public Employees Retirement System approved by the Consolidated Public Retirement Board. The market value of the assets of the transferring employees in the Public Employees Retirement System shall be determined as of the end of the month preceding the actual transfer. To determine the computation of the asset share to be transferred, the Consolidated Public Retirement Board shall:

(A) Compute the market value of the Public Employees Retirement System assets using the actuarial valuation date;

(B) Compute the actuarial accrued liabilities for all Public Employees Retirement System retirees, beneficiaries, disabled retirees and terminated inactive members using the actuarial valuation date:

(C) Compute the market value of active member assets in the Public Retirement System as of the actuarial valuation date by reducing the assets value under paragraph (A) of this subdivision by the inactive liabilities under paragraph (B) of this subdivision;

(D) Compute the actuarial accrued liability for all active Public Employees Retirement System members using the actuarial valuation date immediately preceding the computation date;

(E) Compute the funded percentage of the active members' actuarial accrued liabilities under the Public Employees Retirement System as of the actuarial valuation date by dividing the active members' market value of assets under paragraph (C) of this subdivision by the active members' actuarial accrued liabilities under paragraph (D) of this subsection;

(F) Compute the actuarial accrued liabilities under the Public Employees Retirement System as of the actuarial valuation date for active employees transferring to the plan;

(G) Determine the assets to be transferred from the Public Employees Retirement System to the plan by multiplying the active members' funded percentage determined under paragraph (E) of this subdivision by the transferring active members' actuarial accrued liabilities under the Public Employees Retirement System under paragraph (F) of this subdivision and adjusting the asset transfer amount by interest at seven and five-tenths percent for the period from the calculation date of July 1 through the first day of the month in which the asset transfer is to be completed.

(3) Any police officer or firefighter who elects to become a member of the plan must also pay to the plan a four percent contribution no later than June 30, 2027. The contribution shall be calculated as four percent of the member's total earnings for which assets are transferred, plus interest of seven and one-half percent accumulated from the date of the police officer's or firefighter's initial participation in the Public Employees Retirement System through the calculation date. Installment payments may be made over no more than a twenty-four month period plus seven and one-half percent interest shall accrue on the outstanding balance due from the calculation date until paid in full.

(4) Once an employee transfers from the Public Employees Retirement System to the plan, the Public Employees Retirement System shall bar any further liability and said transfer will constitute an agreement whereby the transferring employee forever indemnifies and holds harmless the Public Employees Retirement System from providing him or her any form of retirement benefit whatsoever until that employee obtains other employment which would make him or her eligible to reenter the Public Employees Retirement System with no credit whatsoever for the amounts transferred to the plan.

Consolidated Public Retirement Board (CPRB) Plan Statistics

As of 7/1/2022	Public Employees (PERS)		Teachers' Defined Benefit (TRS)		Teachers' Defined Contribution (TDC)	State Police (Plan A)	State Police (Plan B)	Judges' System (JRS)		Deputy Sheriffs' (DSRS)	Emergency Medical Services (EMSRS)	Municipal Police & Firefighters (MPFRS)	Natural Resources Police Officers (NRPORS)	
	Tier I	Tier II	Tier I	Tier II				Tier I	Tier II					
Year Implemented	1961	2015	1941	2015	1991	1935	1994	1949	2005	1998	2008	2010	2021	
Active Members	20,322	14,630	21,662	13,209	2,430	3	590	17	64	1,085	637	602	115	
Retirees	29,398	7	37,097	0	596	743	119	57	0	517	154	1	7	
Covered by Soc. Sec.	Yes		Yes		Yes	No	No	Yes		Yes	Yes	Unknown	Yes	
Out of State Svc. Credit	Yes		Yes		No	No	No	No		No	No	No	No	
% of Employer Contributions/ARC	9.00%		Per Actuary (NC+UAAL) 21.60% FY2023		7.50%	Per Actuary (NC+UAAL) 0.10% FY 2023	20.0% of Base Pay	Per Actuary (NC+UAAL) $797,000 FY2023		13.0% + Fees (0.65% fees FY2023)	9.50%	8.50%	12.00%	
% of Employee Contributions	4.50%	6.00%	6.00%		4.50%	9.00%	12% of Base Pay	7.00%		8.50%	8.50%	8.50%	9.50%	
Unfunded Accrued Liability (UAL)	$95,150,000		$2,500,492,000		N/A	$39,151,000	$45,525,000	($150,991,000)		$39,063,000	($2,993,000)	($7,778,000)	$2,907,000	
% Funded	98.8%		78.4%		N/A	95.1%	86.4%	239.5%		88.4%	102.7%	140.1%	90.3%	
Normal Retirement	Age 60 and 5 years of service **or** age 55 and age plus service equals 80	Age 62 and 10 years of service	Age 60 and 5 years of service **or** age 55 and 30 years **or** any age and 35 years	Age 62 and 10 years of service	Age 55 and 12 years of service	25 years of service **or** age 50 and 20 years **or** age 62 and 10 years	Age 50 and 25 years of service **or** age 52 and 20 years **or** age 62 and 10 years	24 years of service **or** age 65 and 16 years		Age 50 and age plus service equals 70 **or** age 60 and 5 years or, if not working, age 62 and 5 years	Age 50 and age plus service equals 70 **or** age 60 and 10 years **or** age 62 and 5 years	Age 50 and age plus service equals 70 **or** age 60 and 10 years **or** age 62 and 5 years	Age 55 and age plus service equals 70 **or** age 55 and 15 years **or**, if not working, age 62 and 10 years	
Retirement Benefits	(2.0% of FAS) x (Years of Service)		(2.0% of FAS) x (Years of Service)		Vested assets in both EE & ER contributions and net earnings	5.5% of total salary earned as employee	(3.00% of FAS) x (Years of Service)	75% of current salary of sitting judges	75% of FAS	(2.50% of FAS) x (Years of Service)	· 2.75% of FAS for 1-20 yrs of svc. · 2.0% of FAS for 21-25 yrs of svc. · 1.5% of FAS for yrs over 25 with max of 90%	· 2.75% of FAS for 1-20 yrs of svc. · 2.0% of FAS for 21-25 yrs of svc. · 1.5% of FAS for yrs over 25 with max of 90%	Retirements effective on **or** before 7/1/2025 (2.250% of FAS) x (Years of Service)	Retirements effective on **or** after 8/1/2025 (2.50% of FAS) x (Years of Service)
Final Average Salary (FAS)	36 highest consecutive months out of last 15 years of earnings	60 highest consecutive months out of last 15 years of earnings	5 highest plan years out of last 15 years of earnings		Vesting: 33.33% at 6 years 66.67% at 9 years 100% at 12 years	N/A	5 highest calendar years out of last 10 years of service	N/A	36 highest consecutive months	5 highest consecutive plan years out of the last 10 years of earnings	5 highest consecutive plan years out of last 10 years of earnings	5 highest consecutive plan years out of last 10 years of earnings	5 highest consecutive plan years out of the last 10 years of earnings	
COLA	No		No		No	3.75%	1.00%	No		No	No	No	No	
Credit for Military Service	Yes - Credit for up to 5 years	Yes - May purchase up to 5 years	Yes - Credit for up to 10 years or 25% of total service	Yes - May purchase up to 5 years	Service under USERRA only	Yes - Credit for up to 5 years after 20 years of service	Yes - Credit for up to 5 years after 20 years of service	Yes - Credit for up to 5 years		Yes - Credit for up to 5 years	Yes - Credit for up to 5 years	Yes - Credit for up to 2 years. May purchase 1 additional year.	Yes - Credit for up to 5 years	
Disability Benefits	Yes - After 10 years of service for non-work related disability		Yes - After 10 years of service or 5 years of service for student violence		Yes - No minimum service	Any Age & Any Service	Any Age & Any Service	Yes - After 10 years of service or age 65 with 6 years		Any Age & Any Service	Yes - After 10 years of service for non-duty disability	Yes - After 10 years of service for non-duty disability	Yes - After 10 years of service for non-duty disability	
Interest Rate Assumption	7.25%		7.25%		N/A	7.25%	7.25%	7.25%		7.25%	7.25%	7.25%	7.25%	
Projected Amortization	by 6/30/2035		by 6/30/2034		N/A	by 6/30/2027	by 6/30/2029	N/A		by 6/30/2029	N/A	N/A	by 6/30/2051	

CPRB Retirement Plans - Running Statistics

PLAN NAME	PLAN YEAR	ACTIVES		VESTED TERMS.		NON -VESTED TERMS.		RETIREES		UAL (in millions)	% FUNDED *	MKT. VALUE ASSETS (in millions)
		TIER I	TIER II	TIER I	TIER II	TIER I	TIER II	TIER I	TIER II			
PERS	7/1/2019	25,448	10,060	4,747	0	15,318	4,760	28,033	0	$445.11	93.9%	$6,792.29**
	7/1/2020	23,893	11,888	4,917	1	14,892	6,121	28,449	1	$377.51	95.0%	$7,129.02**
	7/1/2021	22,268	13,308	4,926	3	14,674	7,774	29,006	3	$196.39	97.5%	$7,745.85**
	7/1/2022	**20,322**	**14,630**	**5,130**	**2**	**14,238**	**9,638**	**29,398**	**7**	**$95.15**	**98.8%**	**$8,084.69****
		TIER I	TIER II	TIER I	TIER II	TIER I	TIER II	TIER I	TIER II			
TRS	7/1/2019	26,314	7,794	2,983	0	3,518	1,670	36,652	0	$3,163.02	71.1%	$7,788.48**
	7/1/2020	25,046	9,707	3,038	0	3,282	1,910	36,797	0	$3,038.52	72.8%	$8,116.33**
	7/1/2021	23,564	11,549	2,919	0	3,133	2,186	37,282	0	$2,754.98	76.0%	$8,740.20**
	7/1/2022	**21,662**	**13,209**	**3,318**	**0**	**3,052**	**3,385**	**37,097**	**0**	**$2,500.49**	**78.4%**	**$9,091.95****
TDC	7/1/2019	3,317		N/A		N/A		414***		N/A	N/A	$549.65
	7/1/2020	3,214		N/A		N/A		455***		N/A	N/A	$582.99
	7/1/2021	2,648		N/A		N/A		522***		N/A	N/A	$703.29
	7/1/2022	**2,430**		**N/A**		**N/A**		**596*****		**N/A**	**N/A**	**$603.84**
STATE POLICE PLAN A	7/1/2019	6		4		1		765		$77.30	89.9%	$689.82
	7/1/2020	4		3		1		759		$97.52	87.4%	$675.60
	7/1/2021	4		2		1		752		($48.85)	106.1%	$851.53
	7/1/2022	**3**		**2**		**1**		**743**		**$39.15**	**95.1%**	**$767.21**
STATE POLICE PLAN B	7/1/2019	613		19		137		40		$18.53	91.8%	$207.10
	7/1/2020	626		17		134		59		$29.05	88.4%	$220.57
	7/1/2021	606		20		138		94		($11.41)	103.9%	$301.16
	7/1/2022	**590**		**23**		**148**		**119**		**$45.53**	**86.4%**	**$289.30**
		TIER I	TIER II	TIER I	TIER II	TIER I	TIER II	TIER I	TIER II			
JRS	7/1/2019	20	57	2	0	0	0	59	0	($102.18)	192.3%	$212.65
	7/1/2020	19	58	2	0	0	0	59	0	($116.89)	218.3%	$215.69
	7/1/2021	18	61	1	0	0	0	59	0	($173.98)	263.1%	$280.66
	7/1/2022	**17**	**64**	**1**	**1**	**0**	**0**	**57**	**0**	**($150.99)**	**239.5%**	**$259.24**
DSRS	7/1/2019	1,081		119		267		432		$27.09	89.6%	$233.66
	7/1/2020	1,086		119		275		456		$30.04	89.2%	$247.78**
	7/1/2021	1,085		121		308		494		$39.54	87.5%	$277.32**
	7/1/2022	**1,085**		**132**		**342**		**517**		**$39.06**	**88.4%**	**$298.00****
EMSRS	7/1/2019	587		67		263		120		($2.39)	102.9%	$84.97
	7/1/2020	611		70		299		130		$1.69	98.1%	$89.01
	7/1/2021	638		77		342		138		($13.56)	112.8%	$119.22
	7/1/2022	**637**		**94**		**403**		**154**		**($2.99)**	**102.7%**	**$112.96**
MPFRS	7/1/2019	370		7		131		1		($4.93)	177.5%	$11.30
	7/1/2020	436		6		149		1		($5.94)	166.5%	$14.89
	7/1/2021	540		11		199		1		($10.72)	180.2%	$24.10
	7/1/2022	**602**		**15**		**238**		**1**		**($7.78)**	**140.1%**	**$27.20**
NRPORS	7/1/2021	111		4		3		3		$2.85	89.8%	$25.01
	7/1/2022	**115**		**3**		**6**		**7**		**$2.91**	**90.3%**	**$27.12****
TOTALS as of 7/1/2022		**75,366**		**8,721**		**31,451**		**68,696**		**$2,560.53**		**$19,561.51**

** Plan assets as a percent of Actuarial Accrued Liabilities*

*****Actuarial Value Asset under 4 Year Asset Smoothing***

****Receiving Periodic Payment Distribution*

The materials contained herein are intended for general guidance purposes only. In the event there is a discrepancy between information contained here and the WV State Code and Rules, the language in the Code and Rules shall prevail.

Charles Town Police Department
Retirement Plan – PERS Tier II Personnel

Officer Name	Hire Date
Vincent Ciampa	28 Nov 2016
Kassidy Noble	15 Oct 2018
Calvin Hinkle	1 Nov 2021
Matthew Zechman	19 Sep 2022
Jarrett Day	3 Jan 2023
Micheal Lipscomb	31 Jul 2023
Grayden Boward	31 Jul 2023