CITY OF HOLLY HILL POLICE OFFICERS' RETIREMENT TRUST FUND

ACTUARIAL VALUATION AS OF OCTOBER 1, 2002

CONTRIBUTIONS APPLICABLE TO THE CITY'S FISCAL YEAR ENDED SEPTEMBER 30, 2003

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SECTION I

SUMMARY OF REPORT

The regular annual actuarial valuation of the City of Holly Hill Police Officers'
Retirement Trust Fund, performed as of October 1, 2002, has been completed and the results are presented in this Report. The contribution amounts set forth herein are applicable to the City's fiscal year ended September 30, 2003.

The contribution requirements, compared with those set forth in the October 1, 2001 actuarial valuation, are as follows:

	<u>10/1/01</u>	10/1/02
Total Required Contribution	\$238,278	\$305,880
% of Total Annual Payroll	27.4%	33.3%
Member Contributions (Est.)	97,569	102,854
Member Contributions by City (Est.)	69,692	73,467
Applicable State Contribution *	51,038	51,038
Balance from City	19,979	78,521
% of Total Annual Payroll	2.3%	8.6%

^{*} State Contribution shown is the amount received by the City during the fiscal year ended September 30, 2002. The City may use up to \$108,155.81 in State Contributions in order to determine its minimum funding requirements to the Plan.

As can be seen, the Total Required Contribution has increased both in dollar amount and when expressed as a percentage of Total Annual Payroll. These increases are attributable to net unfavorable actuarial experience during the past year. The principal components of actuarial losses included a 0.2% investment return (Actu-

2

arial Asset basis) that was significantly less than the 8.0% assumption and average salary increases which exceeded the assumed rate. These losses were partially offset by the effects of favorable turnover.

The balance of this Report presents additional details of the actuarial valuation and the general operation of the Fund. The undersigned would be pleased to meet with the Board of Trustees in order to discuss the Report and any pending questions concerning its contents.

Respectfully submitted,

FOSTER & FOSTER, INC.

By: Ward J. ASA. MAAA

Comparative Summary of Principal Valuation Results

	10/1/2002	10/1/2001
A. Participant Data		
Number Included Actives Service Retirees Beneficiaries Terminated Vested Disability Retirees	25 9 0 0 3	25 8 0 0 3
Total	37	36
Total Annual Payroll Payroll Under Assumed Ret. Age	\$918,337 918,337	\$871,152 871,152
Annual Rate of Payments to:		
Service Retirees Beneficiaries Terminated Vested Disability Retirees	254,830 0 0 40,224	226,690 0 0 40,224
B. Assets		
Actuarial Value Market Value	5,430,534 4,164,901	5,532,568 4,610,473
C. Liabilities		
Present Value of Benefits Active Members Retirement Benefits Disability Benefits Death Benefits Vested Benefits Refund of Contributions Service Retirees Beneficiaries Terminated Vested Disability Retirees Excess State Monies Reserve	3,852,112 48,762 42,084 274,399 135,290 2,736,998 0 0 396,209 0	3,737,467 50,973 42,910 253,201 99,664 2,436,610 0 0 402,790
Total	7,485,854	7,023,614

	10/1/2002	10/1/2001
C. Liabilities - (Continued)		
Liabilities Due and Unpaid	\$0	\$0
Present Value of Future Salaries (Attained Age)	6,961,910	6,338,926
Present Value of Future Salaries (Entry Age)	10,895,941	10,274,139
Present Value of Future Member Contributions	779,734	709,960
Present Value of Future Normal Costs (Entry Age)	1,383,794	1,263,312
Actuarial Accrued Liability	5,430,534	5,532,568
Unfunded Actuarial Accrued Liability (UAAL)	0	0
D. Actuarial Present Value of Accrued Benefits		
Vested Accrued Benefits Inactives Actives Member Contributions	3,133,207 1,088,113 638,808	2,839,401 1,121,777 565,095
Total	4,860,128	4,526,273
Non-vested Accrued Benefits	18,260	26,712
Total Present Value Accrued Benefits	4,878,388	4,552,985
Increase (Decrease) in Present Value of Accrued Benefits Attributable to: Plan Amendments Assumption Changes New Accrued Benefits Benefits Paid Interest Other	0 0 313,415 (338,703) 350,691 0	
Total:	325,403	

	<u>10</u>	/1/2002	10/1/2001
E. Pension Cost			
Normal Cost (with interest) % of Total Annual Payroll*		\$305,880 33.3	\$238,278 27.4
Payment Required to Amortize Unfunded Actuarial Accrued Liability over 30 years (as of 10/1/02) % of Total Annual Payroll*		0 0.0	0 0.0
Total Required Contribution % of Total Annual Payroll*		305,880 33.3	238,278 27.4
Expected Member Contributions % of Total Annual Payroll*		102,854 11.2	97,569 11.2
Expected City for Member Contr. % of Total Annual Payroll*		73,467 8.0	69,692 8.0
Expected City & State Contrib. % of Total Annual Payroll*		129,559 1 4.1	71,017 8.2
F. Past Contributions			
Plan Years Ending:	9/3	80/2002	
Total Required Contribution City and State Requirement	\$	238,278 71,017	
Actual Contributions Made:			
Members City State Total		191,124 25,404 51,038 267,566	
G. Net Actuarial Gain (Loss)		N/A	

^{*} Contributions developed as of 10/1/02 are expressed as a percentage of projected annual payroll at 10/1/02 of \$918,337

H. Schedule Illustrating the Amortization of the Total Unfunded Actuarial Accrued Liability as of:

Year

Projected Unfunded Accrued Liability

N/A - Aggregate Actuarial Cost Method

I. (i) 3 Year Comparison of Actual and Assumed Salary Increases

		<u>Actual</u>	Assumed
Year Ended Year Ended Year Ended	9/30/2002 9/30/2001 9/30/2000	9.2% 6.8% 3.3%	6.0% 7.5% 7.5%

(ii) 3 Year Comparison of Investment Return on Actuarial Value

		<u>Actual</u>	Assumed
Year Ended Year Ended Year Ended	9/30/2002 9/30/2001 9/30/2000	0.2% -14.3% 14.1%	8.0% 8.0% 8.0%
. Ca. Eliaca	0.00.2000	, , , ,	0.070

(iii) Average Annual Payroll Growth

(a) Payroll as of:	10/1/2002 10/1/1992	\$918,337 736,410
(b) Total Increase		24.7%
(c) Number of Years		10.00
(d) Average Annual Rate		2.2%

Statement by Enrolled Actuary

This actuarial valuation was prepared and completed by me or under my direct supervision, and I acknowledge responsibility for the results. To the best of my knowledge, the results are complete and accurate, and in my opinion, the techniques and assumptions used are reasonable and meet the requirements and intent of Part VII, Chapter 112, Florida Statutes. There is no benefit or expense to be provided by the plan and/or paid from the plan's assets for which liabilities or current costs have not been established or otherwise taken into account in the valuation. All known events or trends which may require a material increase in plan costs or required contribution rates have been taken into account in the valuation.

Ward V. Foster, Jr., ASA, EA, MAAA

Enrolled Actuary #02-2808

A copy of this Report is to be furnished to the Division of Retirement within 60 days of receipt from the actuary at the following address:

Patricia Shoemaker Municipal Police and Fire Pension Trust Funds Division of Retirement Post Office Box 3010 Tallahassee, FL 32315-3010

Mr. Charles Slavin, Actuary Bureau of Local Retirement Systems Cedars Executive Center, Bldg. C 2639 North Monroe Street Tallahassee, FL 32303

SECTION II VALUATION INFORMATION

ACTUARIAL ASSUMPTIONS AND FUNDING METHODS

<u>Assumptions</u>

Mortality Rate 1983 GAM Table - Sex Distinct.

Interest Rate 8% per year compounded annually, net of in-

vestment related expenses.

Retirement Age Earlier of age 55 and 10 years of service, or

the completion of 20 years of service, regardless of age. Also, any member who has reached Normal Retirement is assumed to continue employment for one additional year.

<u>Early Retirement</u> Commencing with eligibility for Early Retire-

ment Age (age 50 with 10 years of Service), members are assumed to retire with an immediate subsidized benefit at the rate of 5% per

year.

<u>Disability Rate</u> See table below (1201).

<u>Termination Rate</u> See table below (1302).

<u>Salary Increases</u> 6.0% per year until the assumed retirement

age; see table below. Projected salary at retirement is increased 20% to account for non-

regular compensation.

Administrative Expenses \$23,000 annually.

<u>Age</u>	% Terminating During the Year	% Becoming Disabled <u>During the Year</u>	Current Salary as % of Salary at age 50
20	6.0%	0.03%	17.4%
30	5.0	0.04	31.2
40	2.6	0.07	55.8
50	0.8	0.18	100.0

Funding Method

Aggregate Actuarial Cost Method.

VALUATION NOTES

Total Annual Payroll is the projected annual rate of pay for the fiscal year following the valuation date of all covered Members.

<u>Present Value of Benefits</u> is the single sum value on the valuation date of all future benefits to be paid to current Members, Retirees, Beneficiaries, Disability Retirees and Vested Terminations.

Normal (Current Year's) Cost is the current year's cost for benefits yet to be funded.

<u>Total Required Contribution</u> is equal to the Normal Cost adjusted for interest according to the timing of contributions during the year.

Aggregate Actuarial Cost Method is the method used to determine required contributions under the Plan. The use of this method involves the systematic funding of the Normal Cost (described above).

Actuarial Assets is the asset value used to determine the funding requirements. The value is determined by computing the average market value rate of return (net of investment related expenses) for each of the four years preceding the valuation date.

Actuarial Assets on the valuation date are then determined by assuming that the Fund experienced this average rate of return during the 12 month period ending on

the valuation date. Per Chapter 112, Florida Statutes, and Section 1.412(c)(2)-1 of the Treasury Regulations, Actuarial Assets are limited to the greater of 120% of the Market Value of the Fund on the valuation date or 115% of the Average Value (described below) of plan assets as of that date.

Average Value (Reg 1.412(c)(2)-1(7)) is the average market value of the Fund on the valuation date and each of the three preceding valuation dates increased from the preceding valuation dates to the current valuation date by the net increase (decrease) in assets attributable to additions (contributions, interest and dividends, but excluding appreciation in the fair market value) and subtractions (benefit payments and expenses, but excluding depreciation in the fair market value).

PARTIAL HISTORY OF PREMIUM TAX REFUNDS

Received During Fiscal Year	<u>Amount</u>	Increase from Previous Year
1983	19,800.87	%
1984	24,982.17	26.2%
1985	26,920.47	7.8%
1986	32,117.88	19.3%
1987	39,150.60	21.9%
1988	39,450.32	0.8%
1989	39,967.33	1.3%
1990	41,108.50	2.9%
1991	42,016.95	2.2%
1992	40,235.97	-4.2%
1993	42,044.77	4.5%
1994	43,894.29	4.4%
1995	48,205.39	9.8%
1996	47,682.87	-1.1%
1997	51,189.90	7.4%
1998	51,838.81	1.3%
1999	48,759.83	-5.9%
2000	45,177.19	-7.3%
2001	45,612.78	1.0%
2002	51,038.21	11.9%

EXCESS STATE MONIES RESERVE

	Actual	Applicable	Excess State
	<u>StateContribution</u>	<u>"Frozen" Amount</u>	Monies Reserve
1998	\$51,838.81	\$51,838.81	\$0.00
4000	40.750.00	54 000 04	0.00
1999	48,759.83	51,838.81	0.00
2000	45,177.19	107,245.81	0.00
2001	45,612.78	108,155.81	0.00
2002	51,038.21	108,155.81	0.00
		,	
	Total State Monies I	Reserve	\$0.00
		· · · · · · · ·	+

SECTION III

TRUST FUND

BALANCE SHEET September 30, 2002

COST VALUE	MARKET VALUE
202,653.70 50.00	202,653.70 50.00
202,703.70	202,703.70
26,942.24	26,942.24
26,942.24	26,942.24
89,927.34 412,089.50 1,109,635.95 2,648,242.51	91,800.00 416,767.00 1,173,836.25 2,255,593.59
4,259,895.30	3,937,996.84
4,489,541.24	4,167,642.78
2,741.79	2,741.79
2,741.79	2,741.79
4,486,799.45	4,164,900.99
4,486,799.45	4,164,900.99
4,489,541.24	4,167,642.78
	202,653.70 50.00 202,703.70 26,942.24 26,942.24 89,927.34 412,089.50 1,109,635.95 2,648,242.51 4,259,895.30 4,489,541.24 2,741.79 2,741.79 4,486,799.45 4,486,799.45

CHANGES IN NET ASSETS AVAILABLE FOR BENEFITS September 30, 2002 Market Value Basis

INCOME

Contributions: Member City City for Members State	96,611.26 25,404.00 69,109.21 51,038.21	
Total Contributions:		242,162.68
Earnings from Investments Interest & Dividends Net Realized Gain (Loss) Unrealized Gain (Loss)	147,419.45 (124,778.39) (302,593.89)	
Total Earnings and Investment Gains		(279,952.83)
Administrative Expenses: Investment Related* Other	EXPENSES 46,179.02 22,900.67	
Total Expenses		69,079.69
Distributions to Members: Benefit Payments Return of Contributions	285,674.28 53,028.27	
Total Distributions		338,702.55
Change in Net Assets for the Year		(445,572.39)
Net Assets Beginning of the Year		4,610,473.38
Net Assets End of the Year		4,164,900.99
*Investment Related expenses include inve custodial and performance monitoring fees		

ACTUARIAL ASSET VALUATION September 30, 2002

Actuarial Assets for funding purposes are developed by increasing the Actuarial Assets used in the most recent actuarial valuation of the Fund by the average annual market value rate of return (net of investment related expenses) for the past four years, but are limited by the greater of 120% of Market Value or 115% of the four year Average Value (see Valuation Notes).

Details of the derivation are set forth as follows:

Plan Year End	Rate of Return*	
9/30/99	11.32%	
9/30/00	14.07%	
9/30/01	-14.33%	
9/30/02	-7.17%	
Annualized Rate of Return for prior four (4) years:	0.25%	
(A) 10/01/01 Actuarial Assets:		\$5,536,490.86
(I) Net Investment Income:		
 Interest and Dividends Realized Gains (Losses) Change in Actuarial Value Investment Related Exper Total 		147,419.45 (124,778.39) 37,021.67 46,179.02 13,483.71
(B) 10/01/02 Actuarial Assets:		\$5,430,534.03
Actuarial Asset Rate of Return = 2I/(A+B-I):	0.25%	
10/01/02 Limited Actuarial A Limited by the g	\$5,430,534.03 (4,997,881.19) (5,509,460.38)	

^{*}Market Value Basis, net of investment related expenses

CHANGES IN NET ASSETS AVAILABLE FOR BENEFITS September 30, 2002 Actuarial Asset Basis

INCOME

Contributions	INCOME	
Contributions: Member	96,611.26	
City	25,404.00	
City for Members State	69,109.21 51,038.21	
State	51,038.21	
Total Contributions:		242,162.68
Earnings from Investments		
Interest & Dividends	147,419.45	
Net Realized Gain (Loss) Change in Actuarial Value	(124,778.39) 37,021.67	
Change in Addanar Value	37,021.07	
Total Earnings and Investment Gains		59,662.73
	EXPENSES	
Administrative Expenses: Investment Related*	46,179.02	
Other	22,900.67	
Total Administrative Expenses		69,079.69
Total Administrative Expenses		09,079.09
Distributions to Members:	22-2-4	
Benefit Payments Return of Contributions	285,674.28 53,028.27	
	00,020.27	
Total Distributions		338,702.55
Change in Net Assets for the Year		(105,956.83)
Net Assets Beginning of the Year		5,536,490.86
Net Assets End of the Year**		5,430,534.03
*Investment Related expenses include inves	tment advisory	
custodial and performance monitoring fees. **Net Assets may be limited for actuarial cor	•	

SECTION IV MEMBER STATISTICS

ELIGIBILTY FOR RETIREMENT

Members are eligible for Normal Retirement based upon the following criteria:

 Attained Age 55 with 10 Years of Credited Service or 2) 20 Years of Credited Service regardless of Age

Members are eligible for Early Retirement based upon the following criteria:

1) Attained Age 50 with 10 Years of Credited Service

As of the date of this valuation, the following list of Members are eligible for:

Normal Retirement	Early Retirement		
Dees, M. W.	Borelli, J. Klein, R. A.		
	Patton, J. A.		

STATISTICAL DATA

(Averages are salary weighted)

	10/1/1999	10/1/2000	10/1/2001	10/1/2002
Active Members		(
Number	26	23	25	25
Average Current Age	38.8	39.1	39.8	38.5
Average Age at Employment	29.4	30.1	30.5	29.7
Average Past Service	9.5	9.0	9.3	8.8
Average Annual Salary	\$33,470	\$32,387	\$34,846	\$36,733

AGE AND SERVICE DISTRIBUTION

PAST SERVICE

AGE	C	1	2	3	4	5-9	10-14	15-19	20-24	25-29	30+	Total
15 - 19	C	0	0	0	0	0	0	0	0	0	0	0
20 - 24	C	0	0	0	0	0	0	0	0	0	0	0
25 - 29	2	. 1	2	0	1	0	0	0	0	0	0	6
30 - 34	1	2	1	0	2	0	0	0	0	0	0	6
35 - 39	C	0	1	1	0	1	0	0	0	0	0	3
40 - 44	0	0	0	0	0	2	1	2	0	0	0	5
45 - 49	0	0	0	0	0	0	0	1	0	0	0	1
50 - 54	0	0	0	0	0	0	2	1	1	0	0	4
55 - 59	0	0	0	0	0	0	0	0	0	0	0	0
60 - 64	0	0	0	0	0	0	0	0	0	0	0	0
65+	0	0	0	0	0	0	0	0	0	0	0	0
Total	3	3	4	1	3	3	3	4	1	0	0	25

VALUATION PARTICIPANT RECONCILIATION

1. Active lives

a. Number in prior valuation 10/1/01	25
b. Terminations	
i. Vested (partial or full) with deferred benefits	0
ii. Non-vested or full lump sum distribution received	2
c. Deaths	
i. Beneficiary receiving benefits	0
ii. No future benefits payable	0
d. Disabled	0
e. Retired	1
f. Voluntary withdrawal	0
g. Continuing participants	22
h. New entrants	3
 Total active life participants in valuation 	25

2. Non-Active lives (including beneficiaries receiving benefits)

	Service Retirees, Vested Receiving Benefits	Receiving Death <u>Benefits</u>	Receiving Disability <u>Benefits</u>	Vested <u>Deferred</u>	<u>Total</u>
a. Number prior valuation	8	0	3	0	11
b. In	1	0	0	0	1
c. Out	0	0	. 0	0	0
d. Number current valuation	9	0	3	0	12

SECTION V SUMMARY OF PLAN PROVISIONS

SUMMARY OF CURRENT PLAN

Eligibility

Full-time employees who are classified as full-time sworn police officers shall participate in the System as a condition of employment.

Credited Service

Total years and fractional parts of years of continuous employment with the City as a Police Officer.

Earnings

Total W-2 Earnings plus all tax deferred or tax exempt items of income. Additional 8.0% (10.6% if employed prior to 10/1/99) of Earnings included for calculating AFC.

Average Final Compensation (AFC)

Average Earnings for the highest 5 years during the 10 years immediately preceding retirement or termination.

Member Contributions

11.2% of Earnings.

Member Contributions by City

8.0% of Earnings. Members hired on or after 10/1/99 vest in these contributions 10% for each complete year of Credited Service to 100% after 10 years of Credited Service. Members hired before 10/1/99 are 100% vested in these contributions.

City and State Contributions

Remaining amount necessary to pay current costs and amortize past service cost if any, over 30 years.

Normal Retirement

Date

Earlier of Age 55 and 10 years of Credited Service or 20 years of Credited Service.

Benefit

3.0% of Average Final Compensation times Credited Service. Members retir-

ing after 10/1/1999, receive \$150 per

month, payable for life.

Form of Benefit

Ten Year Certain and Life Annuity (op-

tions available).

Early Retirement

Eligibility

Age 50 and 10 Years of Credited Ser-

vice.

Benefit

Accrued benefit, reduced 3% per year.

Vesting

Schedule

100% after 10 years of Credited

Service.

Benefit Amount

Member will receive the vested portion of his (her) accrued benefit payable at the otherwise

Normal Retirement Date.

Disability

Eligibility

Service Incurred

Covered from Date of Employment.

Non-Service Incurred

10 years of Credited Service.

Exclusions

Disability resulting from use

drugs,illegal participation in riots, service

in military, etc.

Benefit

Benefit accrued to date of disability but

not less than 42% of Average Final Compensation (Service Incurred), or 25% of Average Final Compensation

(Non-Service Incurred).

Duration

Payable for life (with 120 months guar-

anteed) or until recovery (as determined by the Board). Options are available.

Death Benefits

Pre-Retirement

Vested

Non-Vested

Post-Retirement

Board of Trustees

Monthly accrued benefit payable to designated beneficiary for 10 years.

Refund of accumulated contributions without interest.

Benefits payable to beneficiary in accordance with option selected at retirement.

- a. Two Commission appointees,
- b. Two Members of the Department elected by the membership, and
- c. Fifth Member elected by other 4 and appointed by Commission.

SECTION VI

GOVERNMENTAL ACCOUNTING STANDARDS BOARD STATEMENTS NO. 25 & No. 27 INFORMATION

DISCLOSURE INFORMATION PER STATEMENT NO. 25 OF THE GOVERNMENTAL ACCOUNTING STANDARDS BOARD

The schedule provided below has been prepared in accordance with the requirements of paragraph 37 of Statement No. 25 of the Governmental Accounting Standards Board.

SCHEDULE OF FUNDING PROGRESS

UAAL as a % of Covered Payroll ((b-a)/c)	0.00% 0.00% 75.75% 17.07%
Covered Payroll (c)	918,337 871,152 744,912 870,214 796,342
Funded Ratio (a/b)	100.00% 100.00% 90.70% 97.06% 95.39%
Unfunded AAL (UAAL) (b-a)	0 0 564,245 148,559 214,526
Actuarial Accrued Liability (AAL) - Entry Age (b)	5,430,534 5,532,568 6,064,771 5,060,316 4,654,807
Actuarial Value of Assets (a)	5,430,534 5,532,568 5,500,526 4,911,757 4,440,281
Actuarial Valuation Date	10/01/02 10/01/01 10/01/00 10/01/99

The schedule provided below has been prepared in accordance with the requirements of paragraph 38 of Statement No. 25 of the Governmental Accounting Standards Board.

SCHEDULE OF CONTRIBUTIONS FROM THE EMPLOYER AND OTHER CONTRIBUTING ENTITIES

Percentage Contributed	100.00% 100.00% 100.00% 100.00%
State Contribution	51,038 45,613 45,177 48,760 51,839
City	25,404 0 0 0 0
Annual Required Contribution	71,017 5,651 26,549 12,003
Year Ended September 30	2002 2001 2000 1999 1998

DISCLOSURE INFORMATION PER STATEMENT NO. 27 OF THE GOVERNMENTAL ACCOUNTING STANDARDS BOARD

ANNUAL PENSION COSTS AND RELATED INFORMATION

Contribution r	ates as	of 9/30/02
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City	2.9%
City for Members	8.0%
Plan Members	11.2%
Actuarial Determined Contribution	25,404

Contributions made 25,404

Actuarial valuation date 10/1/01

Actuarial cost method Aggregate

Amortization method N/A

Remaining amortization period N/A

Asset valuation method 4 Year Smooth

Actuarial assumptions:

Investment rate of return	8.0%
Projected salary increase*	6.0%
* Includes inflation at	3.0%
Post Retirement COLA	0.0%

THREE YEAR TREND INFORMATION

	Actuarial	Percentage of	Net
Year	Determined	Actuarial Determined	Pension
Ending	Contribution	Contribution	Obligation
9/30/02	25,404	100%	0
9/30/01	0	100%	0
9/30/00	0	100%	0