

**MINUTES OF APRIL 2, 2025
CITY OF ALEXANDRIA
SUPPLEMENTAL RETIREMENT BOARD
INTERIM MEETING**

PRESENT:

<u>Members</u>	<u>Others</u>
Robert Gilmore (Deputy Sheriffs) - Chair	Kadira Coley, Staff
Julian Gonsalves (Management)	Denise Cummings, Staff
Kim Hurley (General Schedule) - Virtually	Diana Fuentes, Staff
Katherine Key (Management)	Catisha Jackson, Staff
Jim Moore (General Schedule)	Arthur Lynch, Staff
Alethea Predeoux (Management - Alternate)	Leighann Maloney, Cheiron
Robert Stackhouse General Schedule	Patrick Nelson, Cheiron
Kendel Taylor (Management)	Kathy Weaver, Cheiron
Dana Wedeles (General Schedule – Alternate)	

¹Technical Corrections and Plan Document Review Committee

²Vendor & Service Provider

Absent:

Cassandra Branch-Dibella (Deputy Sheriffs -Alternate)

Elizabeth (Honaker) Fox (Medic/Fire Marshal)

Darryl Stanton (Medic/Fire Marshal – Alternate)

Arthur Wicks (Management) - Secretary

Virtual:

Kimberly Hurley General Schedule

CALL TO ORDER

The meeting was called to order at 9:00 AM Wednesday, April 2, 2025.

Ms. Key arrived at 9:32 AM, Mr. Gonsalves arrived at 9:54 AM.

MEETING RECORD

Mr. Moore made a motion to:

Approve the March 13, 2025, minutes.

Ms. Taylor seconded the motion. The motion was approved (5–0).

ACTUARIAL VALUATION PRESENTATION

- Cheiron presented the 2024 valuation results.

- Funded ratio decreased from 95.15% to 95.03% using the actuarial value of assets.
- The actuarially determined contribution rate increased from 4.39% to 4.51%.
 - The contribution split by uniformed and non-uniformed is as follows:
 - Deputy Sheriff – 5.61%
 - Other Uniformed – 6.95%
 - Non-Uniformed – 4.38%
- The market value return on assets is 8.49% and the actuarial value return on assets is 6.28%. The result is an actuarial investment loss of \$0.9 million.
- Mr. Stackhouse asked if the City contribution increases do employees also have to increase their contribution rate to match.
 - Ms. Coley and Ms. Taylor responded that the rates for employees are fixed. They also advised that the Board is responsible for making decisions on how to invest the assets of the plan, which is part of filling the pension plan's tank to ensure benefits can be paid from the plan.
- Cheiron noted that there was a 3% increase in participants in pay status and less participants are electing the lump sum which is having a positive cash flow impact.
- Ms. Predeoux asked if the change in the rate to calculate lump sum helped to balance the funds.
 - Yes, the rate change helped balance the fund.
- Mr. Stackhouse asked if there is a way to figure out if a participant has passed away.
 - Ms. Coley responded that SSA death database is currently used by Empower and we rely on due diligence to audit. It's a topic to discuss in a future meeting and Staff plans to reach out to other systems on how they handle it.
- Mr. Moore asked if Empower reaches out to funeral homes to get death notifications?
 - Ms. Coley responded that right now it was just the SSA death database, and the City is considering other options.
- Mr. Gilmore asked for more clarification on using level amortization vs escalating?
 - Mr. Nelson explained that level dollar amortization is based on just the dollar and you pay the same every year. The level percentage of pay has a factor each year which determines how much of the base is paid off. Adjusting this factor helps level against the percentage of payroll.
- Ms. Predeoux noted that HR will be working on salary comparison, which could impact liability moving forward in the next 4 to 5 years.
- Ms. Key asked what happens to employee contributions when they terminate before they retire.
 - Ms. Coley explained that employees receive a refund of their employee contributions. The employer contributions will remain in the plan.
- Ms. Taylor asked what would happen if the plan was closed to new members.
 - Ms. Weaver responded that closing the plan would decrease incoming cashflow which could impact investments to pay benefits. There would need to be a focus on contribution rates. Payroll for benefits would continue to decrease and the impact of money in the plan won't be seen for 15-20 years once a plan closes.
- Cheiron also presented the Plan's risk measures as required by ASOP 51. Cheiron presented graphs related to key risks (investment risk, interest rate risk, longevity risk and assumption change risk).
- Cheiron presented the projection software (P-Scan) which shows projections of future funded ratios contribution rates as their annual investment returns are updated.
- Cheiron reviewed the accounting calculations as required by GASB.

ADMINISTRATORS REPORTS

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Regular Investment and Cash Flow Reports

None.

Other Items

The updated education listing was shared with the trustees.

COMMITTEE REPORTS

Technical Corrections and Plan Document Review Committee

No report was given.

Vendor & Service Provider Review Committee

No report was given.

OLD BUSINESS:

None.

NEW BUSINESS:

None.

NEXT MEETINGS

- a. Wed. May 7th at 8:45 AM – Interim Meeting
- b. Thur. June 12th at 8:45 AM – Joint Due Diligence Meeting
- c. Thur. July 10th at 8:45 AM – Annual Educational Retreat

ADJOURNMENT

The meeting adjourned at 10:15 AM.

HANDOUTS

Distributed to Board members in the Board Packet:

Agenda
Minutes of Prior Meeting
Education Listing

Distributed to Board members at the meeting:

Cheiron 2024 Valuation Presentation
