AGENDA

I. REGULAR MEETING CALL TO ORDER

A. CONSENT AGENDA
   Consent Agenda items are provided for study in the Board packets and introduced in the General Session for the Board's review. They can be adopted by a single motion. All resolutions and proposed actions must be read by title prior to a vote on the motion. Any Consent Agenda items may be removed at the request of a Director and heard separately or tabled.
   1. August 3, 2020 South Metro Fire Rescue Volunteer Firefighter Pension Board of Trustees’ Special Board Meeting Minutes
   2. Third Quarter 2020 Allocation Reports (if available)

B. ACTION ITEMS

C. DISCUSSION ITEMS

D. INFORMATION ITEMS

E. NEXT MEETING
   Regular Board of Trustees’ Meeting to be held in May 2021 at 6:00 p.m. at 9195 E. Mineral Avenue, Centennial, CO.

F. ADJOURNMENT
MEETING CALL TO ORDER
Chair Albee called the meeting to order at 6:04 p.m.

PLEDGE OF ALLEGIANCE
Chair Albee led the pledge of allegiance to the United States of America.

CONSENT AGENDA
May 18, 2020 Regular SMFR Volunteer Firefighter Pension Board of Trustees’ Meeting Minutes
Second Quarter 2020 Allocation Reports

At the Board’s request, CFO Miskimins confirmed that an actuarial study is done every two years to set the contribution rates for the plans, which are included in the budgeting process, and this is year one of the actuarial study. Legal Counsel Cole confirmed that the SMFRVFF Pension BOT can set the actuarial rate higher than recommended by the FPPA Board if it is determined financially sound. CFO Miskimins states he believes the percentage was just reduced from 6.5 to 6 percent but will follow up and advise.

A motion was made by Walt Burns and seconded by Hank Eng to approve the consent agenda as presented. All were in favor and the motion carried.

ACTION ITEMS
Oath of Office – Assistant to the Fire Chief Barb Andrews administered the Oath of Office for the South Metro Fire Rescue Volunteer Firefighter Pension Board of Trustees Volunteer Representative Walt Burns.

Election of Officers – Chief Dell’Orfano reminded that according to the bylaws, the Board of Trustees needs to elect officers annually in August. The President and Treasurer are intended to be the same as the SMFR District President and Treasurer. Therefore, the Board of Trustees needs to elect a Vice President and a secretary.

Vice Chair – William Shriver nominated and Hank Eng seconded Jack Gilliland for Vice Chair. Jack Gilliland accepted the nomination. All were in favor and Jack Gilliland was elected as Vice Chair.
Secretary – Jim Albee nominated and William Shriver seconded Hank Eng for Secretary. Hank Eng accepted the nomination. All were in favor and Hank Eng was elected as Secretary.

DISCUSSION ITEMS
N/A

INFORMATION ITEMS
N/A

EXECUTIVE SESSION
There was no motion to convene to executive session.

NEXT MEETING
Regular Board of Trustees’ Meeting to be held on November 2, 2020, at 6:00 p.m. at 9195 East Mineral Avenue, Centennial, CO.

ADJOURNMENT
Chair Albee adjourned the meeting at 6:15 p.m.

Attested by ___________________________ Date ___________________________
**MEMORANDUM**

To: Affiliated FPPA Volunteer Pension Plan Employers  
From: Peggy Job, Senior Accountant  
Re: Third Quarter Ended September 30, 2020  
Allocation Report, Annual Contributions Received & Direct Expense Allocation Summary  
Date: October 28, 2020

**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):

<table>
<thead>
<tr>
<th></th>
<th>Quarter</th>
<th>Year to Date</th>
<th>1 Year</th>
<th>3 Years</th>
<th>5 Years</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Pool Net of</td>
<td>5.65%</td>
<td>3.67%</td>
<td>8.16%</td>
<td>7.54%</td>
<td>8.07%</td>
</tr>
<tr>
<td>Investment Expense*</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*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:

<table>
<thead>
<tr>
<th>Year</th>
<th>FPPA Administrative Expense*</th>
<th>Investment Management Expense</th>
<th>Total Expense Ratio</th>
</tr>
</thead>
<tbody>
<tr>
<td>2020-Q3</td>
<td>0.09%</td>
<td>0.49%</td>
<td>0.58%</td>
</tr>
<tr>
<td>2019</td>
<td>0.13%</td>
<td>0.80%</td>
<td>0.93%</td>
</tr>
<tr>
<td>2018</td>
<td>0.16%</td>
<td>0.88%</td>
<td>1.04%</td>
</tr>
<tr>
<td>2017</td>
<td>0.23%</td>
<td>0.89%</td>
<td>1.12%</td>
</tr>
<tr>
<td>2016</td>
<td>0.24%</td>
<td>0.79%</td>
<td>1.03%</td>
</tr>
</tbody>
</table>

**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 Comprehensive Annual 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 December 15, 2020. If FPPA does not receive a response by December 15, 2020, you are confirming that these report items are correct.

**Annual Contributions Received**

FPPA provides a schedule of your 2020 contributions received by FPPA year to date. This schedule compares contributions received in the current year to the actuarial required contributions for 2020. **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.** All required contributions are due to FPPA before December 31, 2020. Be sure to submit your Contributions Report and payment to be included in 2020 reporting no later than December 28, 2020.

**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.

The Colorado Revised Statutes allow FPPA to allocate expenses that are directly related to the administration of the local affiliated plans from those plan’s assets. For additional information, please see C.R.S. 31-31-701(7)(a)(VI) for old hire plans and C.R.S. 31-31-705(2)(f) for volunteer fire plans.

**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 Direct Inflows and Outflows
  Member Contributions
  Employer Contributions
  Contributions from the SWDD Plan
  Refunds
  Affiliations/(Disaffiliations)
  Net Benefits
  Plan Directed Expenses
  State Funding
Plan Direct Inflows and Outflows Sub-Total

Allocated Income and Expense
  Interest*
  Dividends*
  Other Income*
  Net Change Accrued Income*
  Unrealized Gain/Loss*
  Realized Gain/Loss*
  Defined Contribution Earnings (Net)
  Investment Expenses
  Direct Expense Allocation
  Other Expenses
Allocated Income and Expense Sub-Total
Ending Balance

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

* Allocated from the Fire & Police Members' Benefit Investment Fund – Long Term Pool.
The Annual Required Contribution Amount is due to FPPA before 1/31/2020

Percentage of Required Contribution Received: 0.00%

Employer Differences (over/under)

- Required Employer Contribution
- Actual Employer Contribution

Employer Required Contribution per 1/1/2018 Actuarial Study: $216,736

<table>
<thead>
<tr>
<th>Month</th>
<th>Total</th>
<th>Contributions Received by FPPA In:</th>
</tr>
</thead>
<tbody>
<tr>
<td>January</td>
<td>$0.00</td>
<td></td>
</tr>
<tr>
<td>February</td>
<td>$0.00</td>
<td></td>
</tr>
<tr>
<td>March</td>
<td>$0.00</td>
<td></td>
</tr>
<tr>
<td>April</td>
<td>$0.00</td>
<td></td>
</tr>
<tr>
<td>May</td>
<td>$0.00</td>
<td></td>
</tr>
<tr>
<td>June</td>
<td>$0.00</td>
<td></td>
</tr>
<tr>
<td>July</td>
<td>$0.00</td>
<td></td>
</tr>
<tr>
<td>August</td>
<td>$0.00</td>
<td></td>
</tr>
<tr>
<td>September</td>
<td>$0.00</td>
<td></td>
</tr>
<tr>
<td>October</td>
<td>$0.00</td>
<td></td>
</tr>
<tr>
<td>November</td>
<td>$0.00</td>
<td></td>
</tr>
<tr>
<td>December</td>
<td>$0.00</td>
<td></td>
</tr>
</tbody>
</table>

2020 Old Hire Contributions

Cherry Hills Fire (505-4)
## Fire and Police Pension Association
### Cherry Hills FPD Old Hire Plan 505-4
#### For the Nine Months Ending September 30, 2020

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Beginning Balance</strong></td>
<td>$2,249,583.55</td>
</tr>
<tr>
<td><strong>Plan Direct Inflows and Outflows</strong></td>
<td></td>
</tr>
<tr>
<td>Member Contributions</td>
<td></td>
</tr>
<tr>
<td>Employer Contributions</td>
<td></td>
</tr>
<tr>
<td>Contributions from the SWDD Plan</td>
<td></td>
</tr>
<tr>
<td>Refunds</td>
<td></td>
</tr>
<tr>
<td>Affiliations/(Disaffiliations)</td>
<td></td>
</tr>
<tr>
<td>Net Benefits</td>
<td>($278,622.00)</td>
</tr>
<tr>
<td>Plan Directed Expenses</td>
<td></td>
</tr>
<tr>
<td>State Funding</td>
<td></td>
</tr>
<tr>
<td><strong>Plan Direct Inflows and Outflows Sub-Total</strong></td>
<td>($278,622.00)</td>
</tr>
<tr>
<td><strong>Allocated Income and Expense</strong></td>
<td></td>
</tr>
<tr>
<td>Interest</td>
<td>$11,316.17</td>
</tr>
<tr>
<td>Dividends</td>
<td>$3,888.26</td>
</tr>
<tr>
<td>Other Income</td>
<td>$4,719.44</td>
</tr>
<tr>
<td>Net Change Accrued Income</td>
<td>($914.49)</td>
</tr>
<tr>
<td>Unrealized Gain/Loss</td>
<td>$25,979.28</td>
</tr>
<tr>
<td>Realized Gain/Loss</td>
<td>$54,432.35</td>
</tr>
<tr>
<td>Defined Contribution Earnings (Net)</td>
<td></td>
</tr>
<tr>
<td>Investment Expenses</td>
<td>($10,929.28)</td>
</tr>
<tr>
<td>Direct Expense Allocation</td>
<td>($1,616.29)</td>
</tr>
<tr>
<td>Other Expenses</td>
<td>($1,517.45)</td>
</tr>
<tr>
<td><strong>Allocated Income and Expense Sub-Total</strong></td>
<td>$85,357.99</td>
</tr>
<tr>
<td><strong>Ending Balance</strong></td>
<td>$2,056,319.54</td>
</tr>
</tbody>
</table>
Fire and Police Pension Association
Parker FPD Volunteers 591-5
For the Nine Months Ending September 30, 2020

Beginning Balance $256,450.51

Plan Direct Inflows and Outflows
- Member Contributions
- Employer Contributions
- Contributions from the SWDD Plan
- Refunds
- Affiliations/(Disaffiliations)
- Net Benefits ($50,238.50)
- Plan Directed Expenses
- State Funding

Plan Direct Inflows and Outflows Sub-Total ($50,238.50)

Allocated Income and Expense
- Interest $583.50
- Dividends $849.16
- Other Income $539.06
- Net Change Accrued Income ($49.26)
- Unrealized Gain/Loss $1,375.29
- Realized Gain/Loss $3,792.18
- Defined Contribution Earnings (Net)
- Investment Expenses ($1,092.72)
- Direct Expense Allocation ($366.34)
- Other Expenses ($2,883.17)

Allocated Income and Expense Sub-Total $2,747.70

Ending Balance $208,959.71
### Fire and Police Pension Association
#### Direct Expense Allocation Summary
**Parker FPD Volunteers 591-5**
For the Nine Months Ending September 30, 2020

<table>
<thead>
<tr>
<th>Type of Expense</th>
<th>2020 Budget</th>
<th>Year-to-Date Expenses</th>
<th>Payment of 2020 Expenses</th>
</tr>
</thead>
<tbody>
<tr>
<td>Actuarial Expenses</td>
<td>$306.91</td>
<td>$224.71</td>
<td></td>
</tr>
<tr>
<td>Audit Expenses</td>
<td>$141.63</td>
<td>$141.63</td>
<td></td>
</tr>
<tr>
<td>Other Asset Allocation Study Expenses</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Direct Allocated Expenses &amp; Payments</strong></td>
<td><strong>$448.54</strong></td>
<td><strong>$366.34</strong></td>
<td></td>
</tr>
</tbody>
</table>

*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.*
Fire and Police Pension Association

Volunteer Fire Pension Plan Contributions
PARKER FPD => SOUTH METRO FIRE RESCUE  591-5

For the Reporting Period: 01/01/2020 through 09/30/2020

<table>
<thead>
<tr>
<th>Deposit Date</th>
<th>Employer Contributions</th>
<th>State Matching Funds</th>
<th>Total Remittance</th>
</tr>
</thead>
</table>

No deposits received for the reporting period

Total Remittance $0.00

Calculated Contribution per the 01/01/2019 Actuarial Study $45,550.00

Difference Over/(Under) $(45,550.00)

Note: The Calculated Contribution amount is due to FPPA before 12/31/2020
Fire and Police Pension Association
South Metro Fire Rescue Volunteers 540-5
For the Nine Months Ending September 30, 2020

Beginning Balance $272,777.99

Plan Direct Inflows and Outflows
Member Contributions
Employer Contributions
Contributions from the SWDD Plan
Refunds
Affiliations/(Disaffiliations)
Net Benefits ($27,225.00)
Plan Directed Expenses
State Funding
Plan Direct Inflows and Outflows Sub-Total ($27,225.00)

Allocated Income and Expense
Interest $656.98
Dividends $961.82
Other Income $805.00
Net Change Accrued Income ($52.96)
Unrealized Gain/Loss $2,584.38
Realized Gain/Loss $4,404.41
Defined Contribution Earnings (Net) Investment Expenses ($1,241.56)
Direct Expense Allocation ($366.33)
Other Expenses ($1,972.72)
Allocated Income and Expense Sub-Total $5,579.02

Ending Balance $251,132.01
Fire and Police Pension Association

Volunteer Fire Pension Plan Contributions
SOUTH METRO FIRE RESCUE FPD   540-5

For the Reporting Period: 01/01/2020 through 09/30/2020

<table>
<thead>
<tr>
<th>Deposit Date</th>
<th>Employer Contributions</th>
<th>State Matching Funds</th>
<th>Total Remittance</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>No deposits received for the reporting period</td>
</tr>
</tbody>
</table>

Total Remittance

Calculated Contribution per the 01/01/2019 Actuarial Study

Difference Over/(Under)

Note: The Calculated Contribution amount is due to FPPA before 12/31/2020

$0.00

$11,311.00

$(11,311.00)
Fire and Police Pension Association  
Direct Expense Allocation Summary  
South Metro Fire Rescue Volunteers 540-5  
For the Nine Months Ending September 30, 2020

<table>
<thead>
<tr>
<th>Type of Expense</th>
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<td>$141.62</td>
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<tr>
<td>Other Asset Allocation Study Expenses</td>
<td></td>
<td></td>
<td></td>
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