



Brent A. Hartzell
Director of Finance
610.437.7500
fax 610.437.7563
Brent.Hartzell@allentownpa.gov

TO: President and Members of City Council
FROM: Brent Hartzell, Director of Finance *BH*
DATE: October 5, 2018
SUBJECT: 2019 Minimum Municipal Obligation for the Officers & Employees' Pension Plan

Act 205 of 1984 requires that the "Chief Administrative Officer" of the pension plan inform the "governing board" of the municipality of the Minimum Municipal Obligation (MMO) for the following year by the last day in September. This memo is intended to satisfy this legal requirement.

The calculation of the 2019 Minimum Municipal Obligation requires several assumptions relating to projected payroll. The attached 2018 Minimum Municipal Obligation certification details this determination.

Please understand that the MMO is the City's 2019 bill for this pension plan. The calculated obligation must be paid by December 31, 2019. The obligation must be met with general fund monies or with any General State Aid to Municipal Pensions to which we may be entitled under Act 205.

If you have questions regarding our pension cost calculations, they can be addressed either to myself or to Karen Zangara at Cheiron at 703.893.1456.

cc: Ray O'Connell, Mayor
Karen Zangara, FSA, EA, Cheiron

Attachment: 2019 O & E Pension Plan MMO Worksheet

**City of Allentown
Officers & Employees' Retirement Plan
Worksheet for 2019 MMO**

1.	TOTAL ESTIMATED 2018 W2 PAYROLL	\$	76,590
2.	TOTAL NORMAL COST PERCENTAGE		13.44%
3.	TOTAL NORMAL COST (Item 1 x Item 2)	\$	10,294
4.	TOTAL AMORTIZATION REQUIREMENT	\$	127,320
5.	TOTAL ADMINISTRATIVE EXPENSES (Estimated based on recent experience)	\$	70,000
6.	TOTAL FINANCIAL REQUIREMENTS (Item 3 + Item 4 + Item 5)	\$	207,614
7.	TOTAL MEMBER CONTRIBUTIONS (Member Contribution Rate x Item 1)	\$	4,212
8.	* FUNDING ADJUSTMENT	\$	-
9.	MINIMUM MUNICIPAL OBLIGATION (Item 6 - Item 7 - Item 8)	\$	203,401
10.	LESS 25% AMORTIZATION COST	\$	-
11.	MINIMUM MUNICIPAL OBLIGATION (Item 9 - Item 10)	\$	203,401


Signature of Chief Administrative Officer

Date Certified to Governing Body

Note: The 2018 Minimum Municipal Obligation is based on the most recent Actuarial Valuation report on January 1, 2018.