

DEFERRED COMPENSATION PLAN BOARD REPORT 11-62

Date: August 29, 2011
To: Board of Deferred Compensation Administration
From: Staff
Subject: Deferred Compensation Plan Budget Status Report:
Quarter Ending 3/31/11

Members
Eugene K. Canzano, Chairperson
John R. Mumma, Vice-Chairperson
Cliff Cannon, First Provisional Chair
Tom Moutes, Second Provisional Chair
Sangeeta Bhatia, Third Provisional Chair
Michael Amerian
Michael Perez
Robert Schoonover
Maggie Whelan

Recommendation:

That the Board of Deferred Compensation Administration (a) receive and file the following status report on Deferred Compensation Plan budget accounts for the quarter ending **3/31/11**; (b) for this same quarter, approve reimbursements from the Deferred Compensation Plan Reserve Fund accounts to the Personnel Department for **\$135,550.92**; and City Attorney for **\$26,026.37**.

Discussion:

Reimbursements - Staff is recommending reimbursement from the Deferred Compensation Plan Reserve Fund accounts to the Personnel Department for \$135,550.92 and City Attorney for \$26,026.37 for the quarter ending 3/31/11. The calculations for the current quarter reimbursement include salaries for all positions presently servicing the Plan, including direct salary and indirect costs as calculated in the City Controller's Cost Allocation Plan (CAP) rates. The CAP 33 rates, which covers FY 10-11, are expected to be released in fourth quarter 2011. Therefore, staff has used the final CAP 32 rates, which cover FY 09-10 and will address the adjustment in a future quarterly reconciliation should the final rates differ from CAP 32. The indirect costs for Personnel and City Attorney are 84.3% and 67.21% respectively. Quarterly activity in the Plan's revenue/expenditure accounts is included in Attachment I.

Rolling Five-year Projected Income/Expenses – Staff is omitting its five-year projection from this report since a separate discussion of the five-year projection and its related variables is already included in Board Report 11-58.

Submitted by: _____
Natasha Gameroz

Approved by: _____
Steven Montagna

DEFERRED COMPENSATION PLAN QUARTERLY BUDGET REVIEW		
ADMINISTRATIVE AND OPERATING EXPENSES		
QUARTER ENDING 3/31/11		
STARTING BALANCE		
Payroll Fee Trust Fund Ending Balance - 12/31/10	\$	134,375
Administrative Fee Reserve Fund Balance - 12/31/10	\$	2,983,821
Total	\$	3,118,196
REVENUES/FEES		
Interest Earnings on Payroll Fee Trust Fund	\$	1,009
Administrative Fee Reserve Fund Deposits	\$	19,339
Interest Earnings on Administrative Fee Reserve Fund	\$	23,245
Administrative Fee Deducted from Participant Accounts	\$	541,305
Miscellaneous Revenues	\$	-
Total Revenue/Fees	\$	584,899
STARTING BALANCE + REVENUE/FEES	\$	3,703,095
EXPENDITURES		
Participant Administrative Fees Paid to Great-West	\$	(400,292)
Unforeseen Emergency Withdrawal Service	\$	(25,250)
Personnel Department Reimbursements	\$	-
City Attorney Reimbursements	\$	-
Consulting Costs	\$	(8,222)
2130 Travel/Training/Education	\$	(1,428)
4160 Governmental Meetings	\$	-
6010 Office and Administrative	\$	-
7300 Office Furniture & Equipment	\$	-
GWRS Quarterly Fee - Asset Allocation Fund Management	\$	(9,000)
TOTAL EXPENDITURES	\$	(444,193)
Actual Payroll Fee Trust Fund Ending Balance (3/31/11)	\$	11,813
Actual Administrative Fee Reserve Fund Ending Balance (3/31/11)	\$	3,117,105
ACTUAL TOTAL BALANCE AS OF 3/31/11	\$	3,128,918
ENCUMBRANCES/LIABILITIES		
Reimbursements: 3 Mos. Ending 9/30/10	\$	(131,176)
Reimbursements: 3 Mos. Ending 12/31/10	\$	(167,987)
Reimbursements: 3 Mos. Ending 3/31/11	\$	(161,577)
TOTAL LIABILITIES	\$	(460,740)
ASSETS LESS EXPENDITURES/LIABILITIES	\$	2,668,178
Personnel Reimbursement Summary - 3 Months Ending 3/31/11		
Personnel - Salaries + Related Costs @ 84.3%	\$	135,550.92
City Attorney - Salaries + Related Costs @ 67.21%	\$	26,026.37
Total Reimbursements	\$	161,577.30