

Michigan Department of Treasury

Form 5598 – New Corrective Action Plan (attachment 4 to the CAP Monitoring Form)

Attachment 4- New Corrective Action Plan

Michigan Department of Treasury
5598 (Rev. 10-19)

Protecting Local Government Retirement and Benefits Act Corrective Action Plan:

Defined Benefit Pension Retirement Systems

Issued under authority of Public Act 202 of 2017 (The Act).

1. LOCAL GOVERNMENT INFORMATION

Local Government Name: Schoolcraft County Road Commission Six-Digit Muni Code: 770100

Defined Benefit Pension System Name: Municipal Employee Retirement System

Contact Name (Administrative Officer): Tanya Hoar

Title if not Administrative Officer: Finance Director Telephone: (906) 341-5634

Email (Communication will be sent here): finance@schoolcraftroads.org

Fiscal Year System was Determined to be Underfunded: 2019

2. GENERAL INFORMATION

Corrective Action Plan: An underfunded local government shall develop and submit for approval a corrective action plan for the local government. The local government shall determine the components of the corrective action plan. This corrective action plan shall be submitted by any local government with at least one defined benefit pension retirement system that has been determined to have an underfunded status. Underfunded status for a defined benefit pension system is defined as being less than 60% funded according to the most recent audited financial statements, and, if the local government is a city, village, township, or county, the actuarially determined contribution (ADC) for all of the defined benefit pension retirement systems of the local government is greater than 10% of the local government's annual governmental fund revenues, based on the most recent fiscal year.

Due Date: The local government has **180 days from the date of notification** to submit a corrective action plan to the Municipal Stability Board (the Board). The Board may extend the 180-day deadline by up to an additional 45 days if the local government submits a reasonable draft of a corrective action plan and requests an extension.

Filing: Per Sec. 10(1) of PA 202 of 2017 (the Act), this corrective action plan must be approved by the local government's administrative officer and its governing body. ***You must provide proof of your governing body approving this corrective action plan and attach the documentation as a separate PDF document.***

Failure to provide documentation that demonstrates approval from your governing body will automatically result in a disapproval of the corrective action plan.

The submitted plan must demonstrate through distinct supporting documentation how and when the local government will reach the 60% funded ratio. Or, if the local government is a city, village, township, or county, the submitted plan may demonstrate how and when the ADC for all defined benefit pension systems will be less than 10% of annual governmental fund revenues, as defined by the Act. Supporting documentation for the funding ratio and/or ADC must include an actuarial projection, an actuarial valuation, or an internally developed analysis. The local government must project governmental fund revenues using a reasonable forecast based on historical trends and projected rates of inflation.

The completed plan must be submitted via email to Treasury at LocalRetirementReporting@michigan.gov for review by the Board. **If you have multiple underfunded retirement systems, you are required to**

complete separate plans and send a separate email for each underfunded system. Please attach each plan as a separate PDF document in addition to all applicable supporting documentation.

The subject line of the email(s) should be in the following format: **Corrective Action Plan-20XX, Local Government Name, Retirement System Name** (e.g. Corrective Action Plan-2017, City of Lansing, Employees' Retirement System Pension Plan). Treasury will send an automatic reply acknowledging receipt of the email. Your individual email settings must allow for receipt of Treasury's automatic reply. This will be the only notification confirming receipt of the application(s).

Municipal Stability Board: The Board shall review and vote on the approval of a corrective action plan submitted by a local government. If a corrective action plan is approved, the Board will monitor the corrective action plan and report on the local government's compliance with the Act not less than every two years.

Review Process: Following receipt of the email by Treasury, the Board will receive the corrective action plan submission at the Board's next scheduled meeting. The Board shall then approve or reject the corrective action plan within 45 days from the date of the meeting.

Considerations for Approval: A successful corrective action plan will demonstrate the actions for correcting underfunded status as set forth in Sec. 10(7) of the Act (listed below), as well as any additional solutions to address the underfunded status. Please also include steps already taken to address your underfunded status as well as the date prospective actions will be taken. A local government may also include in its corrective action plan a review of the local government's budget and finances to determine any alternative methods available to address its underfunded status. A corrective action plan under this section may include the development and implementation of corrective options for the local government to address its underfunded status. The corrective options as described in Sec. 10(7) may include, but are not limited to, any of the following:

- (i) Closing the current defined benefit plan;
- (ii) Implementing a multiplier limit;
- (iii) Reducing or eliminating new accrued benefits;
- (iv) Implementing final average compensation standards.

Implementation: The local government has up to 180 days after the approval of a corrective action plan to begin to implement the corrective action plan to address its underfunded status. The Board shall monitor each underfunded local government's compliance with this Act and any corrective action plan. The Board shall adopt a schedule, not less than every 2 years, to certify that the underfunded local government is in substantial compliance with the Act. If the Board determines that an underfunded local government is not in substantial compliance under this subsection, the Board shall within 15 days provide notification and report to the local government detailing the reasons for the determination of noncompliance with the corrective action plan. The local government has 60 days from the date of the notification to address the determination of noncompliance.

3. DESCRIPTIONS OF PRIOR ACTIONS

Prior actions are separated into three categories below: System Design Changes, Additional Funding, and Other Considerations. Please provide a brief description of the prior actions implemented by the local government to address the retirement system's underfunded status within the appropriate category section. Within each category are sample statements that you may choose to use to indicate the changes to your system that will positively affect your funded status. For retirement systems that have multiple divisions, departments, or plans within the same retirement system, please indicate how these changes impact the retirement system as a whole.

- If applicable, prior actions listed within your waiver application(s) may also be included in your corrective action plan.

Please indicate where in the attached supporting documentation these changes are described and the impact of those changes (i.e. what has the local government done to improve its underfunded status, and which attachment(s) supports your actions).

- Please provide the name of the system impacted, the date you made the change, the relevant page number(s) within the supporting documentation, and the resulting change to the system's funded ratio.

Category of Prior Actions:

- System Design Changes** - System design changes may include the following: lower tier of benefits for new hires, final average compensation limitations, freeze future benefit accruals for active employees in the defined benefit system, defined contribution system for new hires, hybrid system for new hires, bridged multiplier for active employees, etc.

Sample Statement: *The system's multiplier for current employees was lowered from 2.5X to 2X for the **General Employees' Retirement System** on **January 1, 2019**. On page **8** of the attached actuarial supplemental valuation, it shows our funded ratio will be **60%** by fiscal year **2022**.*

SCRC changed the system's multiplier for all employees hired after March 21, 2012 from 2.5x to 2x.
SCRC adopted a defined benefit plan surplus division effective December 2020.

- Additional Funding** – Additional funding may include the following: voluntary contributions above the ADC, bonding, millage increases, restricted funds, etc.

Sample Statement: *The local government provided a lump sum payment of **\$1 million** to the **General Employees' Retirement System** on **January 1, 2019**. This lump sum payment was in addition to the ADC of the system. The additional contribution will increase the retirement system's funded ratio to **61%** by **2027**. Please see page **10** of the attached enacted budget, which highlights this contribution of **\$1 million**.*

SCRC contributed an additional \$3,865,582 from 2012-2022. See attachment 3a for the detail by year.

For FY 2023, SCRC has contributed \$135,000 in additional payments through June and plans to contribute \$140,000 more between July and September for a total additional payment of \$275,000. This complies with our original CAP.

- Other Considerations** – Other considerations may include the following: outdated Form 5572 information, actuarial assumption changes, amortization policy changes, etc.

Sample Statement: *The information provided on the Form 5572 from the audit used actuarial data from **2017**. Attached is an updated actuarial valuation from **2019** that shows our funded ratio has improved to **62%** as indicated on page **13**.*

4. DESCRIPTION OF PROSPECTIVE ACTIONS

The corrective action plan allows you to submit a plan of prospective actions which are separated into three categories below: System Design Changes, Additional Funding, and Other Considerations. Please provide a brief description of the additional actions the local government is planning to implement to address the retirement system's underfunded status within the appropriate category section. Within each category are sample statements that you may choose to use to indicate the changes to your system that will positively affect your funding status. For retirement systems that have multiple divisions, departments, or plans within the same retirement system, please indicate how these changes impact the retirement system as a whole.

Please indicate where in the attached supporting documentation these changes are described and the impact of those changes (i.e. what will the local government do to improve its underfunded status, and which attachment(s) supports your actions).

Category of Prospective Actions:

- System Design Changes** - System design changes may include the following: Lower tier of benefits for new hires, final average compensation limitations, freeze future benefit accruals for active employees in the defined benefit system, defined contribution system for new hires, hybrid system for new hires, bridged multiplier for active employees, etc.

Sample Statement: Beginning with **summer 2019** contract negotiations, the local government will seek to lower the system's multiplier for current employees from 2.5X to 2X for the **General Employees' Retirement System**. On page 8 of the attached actuarial supplemental valuation, it shows our funded ratio would be **60% funded by fiscal year 2021** if these changes were adopted and implemented by **fiscal year 2020**.

- Additional Funding** – Additional funding may include the following: voluntary contributions above the ADC, bonding, millage increases, restricted funds, etc.

Sample Statement: Beginning in **fiscal year 2020**, the local government will provide a lump sum payment of **\$1 million** to the **General Employees' Retirement System**. This lump sum payment will be in addition to the ADC of the system. The additional contribution will increase the retirement system's funded ratio to **61% by 2026**. Please see page 10 of the attached enacted budget, which highlights this contribution of **\$1 million**. Please see page 12 of the attached supplemental actuarial valuation showing the projected change to the system's funded ratio with this additional contribution.

The 2022 actuarial shows SCRC reaching 60% funded by 2028 and 100% funded by 2038. See attachment 2a.

SCRC will contribute to the surplus division a minimum of \$60,000 per year above the MERS ADC beginning October 1, 2023 through September 30, 2027, to reach 60% funding by fiscal year 2028. This amount is less than the original CAP because the 2022 Actuarial showed significant increases to the ADC over the next 5 years. See attachment 6a.

- Other Considerations** – Other considerations may include the following: outdated Form 5572 information, actuarial assumption changes, amortization policy changes, etc.

Sample Statement: Beginning in **fiscal year 2020**, the local government will begin amortizing the unfunded portion of the pension liability using a **level-dollar amortization method over a closed period of 10 years**. This will allow the retirement system to reach a funded status of **62% by 2023** as shown in the attached actuarial analysis on page 13.

5. CONFIRMATION OF FUNDING

Please check the applicable answer:

Do the corrective actions listed in this plan allow for your local government to make, at a minimum, the ADC payment for the defined benefit pension system according to your long-term budget forecast?

Yes

No, Explain:

6. DOCUMENTATION ATTACHED TO THIS CORRECTIVE ACTION PLAN

Documentation should be attached as a PDF to this corrective action plan. The documentation should detail the corrective action plan that would be implemented to adequately address the local government's underfunded status. Please check all documents that are included as part of this plan and attach in successive order as provided below:

Naming Convention: When attaching documents, please use the naming convention shown below. If there is more than one document in a specific category that needs to be submitted, include a, b, or c for each document. For example, if you are submitting two supplemental valuations, you would name the first document "Attachment 2a" and the second document "Attachment 2b".

Naming Convention:

- Attachment – 1
- Attachment – 1a
- Attachment – 2a

- Attachment – 3a
- Attachment – 4a
- Attachment – 5a
- Attachment – 6a

Type of Document:

This corrective action plan form (required);

Documentation from the governing body approving this corrective action plan (required);

An actuarial projection, an actuarial valuation, or an internally developed analysis (in accordance with GASB and/or actuarial standards of practice), which illustrates how and when the local government will reach the 60% funded ratio. Or, if the local government is a city, village, township, or county, how and when the ADC will be less than 10% of governmental fund revenues, as defined by the Act (required);

Documentation of additional payments in past years that are not reflected in your audited financial statements (e.g. enacted budget, system provided information);

Documentation of commitment to additional payments in future years (e.g. resolution, ordinance);

A separate corrective action plan that the local government has approved to address its underfunded status, which includes documentation of prior actions, prospective actions, and the positive impact on the system's funded ratio;

Other documentation not categorized above.

7. CORRECTIVE ACTION PLAN CRITERIA

Please confirm that each of the three corrective action plan criteria listed below have been satisfied when submitting this document. Specific detail on corrective action plan criteria can be found in the Corrective Action Plan Development: Best Practices and Strategies document.

Corrective Action Plan Criteria:

Description:

Underfunded Status

Is there a description and adequate supporting documentation of how and when the retirement system will reach the 60% funded ratio? Or, if your local government is a city, village, township, or county, how and when the ADC of all pension systems will be less than 10% of governmental fund revenues? Do the corrective actions address the underfunded status in a reasonable timeframe?

Legality

Does the corrective action plan follow all applicable laws? Are all required administrative certifications and governing body approvals included?

Affordability

Do the corrective action(s) listed allow the local government to make the ADC payment for the pension system now and into the future without additional changes to this corrective action plan?

8. LOCAL GOVERNMENT'S ADMINISTRATIVE OFFICER APPROVAL OF CORRECTIVE ACTION PLAN

I, Jean Vanderville, as the government's administrative officer (Ex. City/Township Manager, Executive Director, Chief Executive Officer, etc.) **(insert title)** Managing Director approve this corrective action plan and will implement the prospective actions contained in this corrective action plan.

I confirm to the best of my knowledge that because of the changes listed above, one of the following statements will occur:

The Municipal Employees' Retirement System **(insert retirement pension system name)** will achieve a funded status of at least 60% by fiscal year 2028 as demonstrated by required supporting documentation listed in Section 6.

OR, if the local government is a city, village, township, or county:

The ADC for all the defined benefit pension retirement systems of the local government will be less than 10% of the local government's annual governmental fund revenues by fiscal year _____ as demonstrated by required supporting documentation listed in Section 6.

Signature: Jean Van

Date: 7-26-23

Attachment 1a – Form 5598

Attachment 1a for CAP

RESOLUTION

Commissioner Dufour offered the following resolution and moved for its adoption at a regular meeting of the Schoolcraft County Road Commission held on the **TWENTY-SIXTH DAY of JULY 2023.**

Be it resolved that:

The Schoolcraft County Board of Road Commissioners approve the Michigan Department of Treasury form 5598 – Protecting Local Government Retirement and Benefits Act Corrective Action Plan (2023): Defined Benefit Pension Retirement Systems

Supported by: Commissioner LaCroix

ADOPTED: AYES: Dufour, LaCroix, Rochefort, Lund, Klarich
NAYES: none
ABSENT: none

Schoolcraft County Board of Road Commissioners:

Thomas Klarich
Chairman, Thomas Klarich

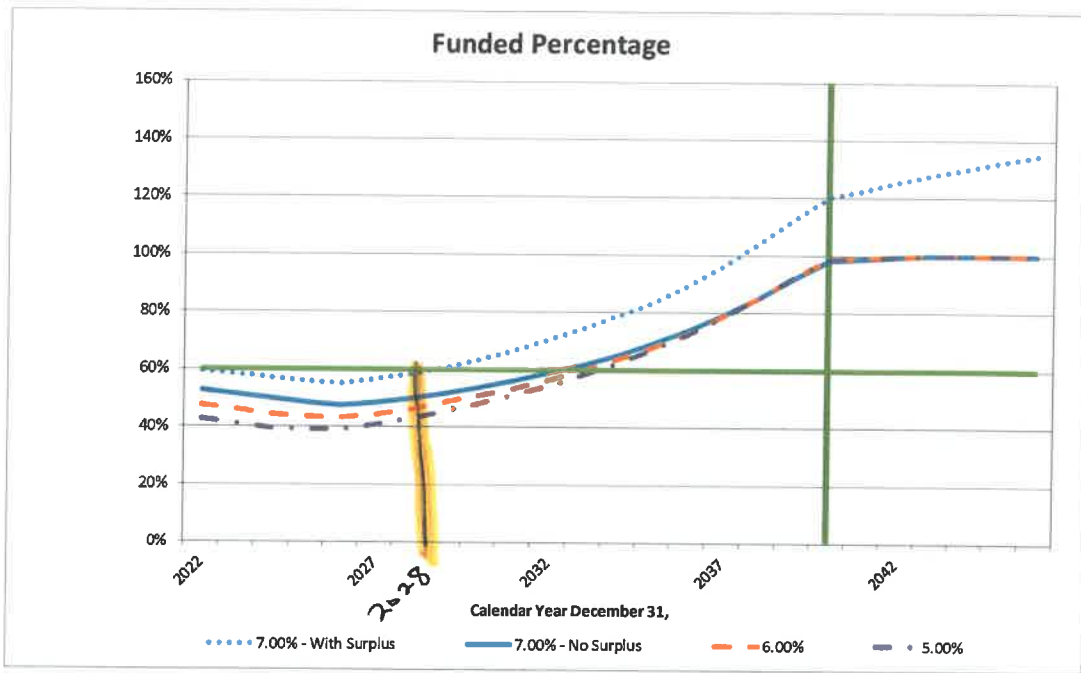
Keith Rochefort
Vice-Chairman, Keith Rochefort

Robin LaCroix
Member, Robin LaCroix

Randy Lund
Member, Randy Lund

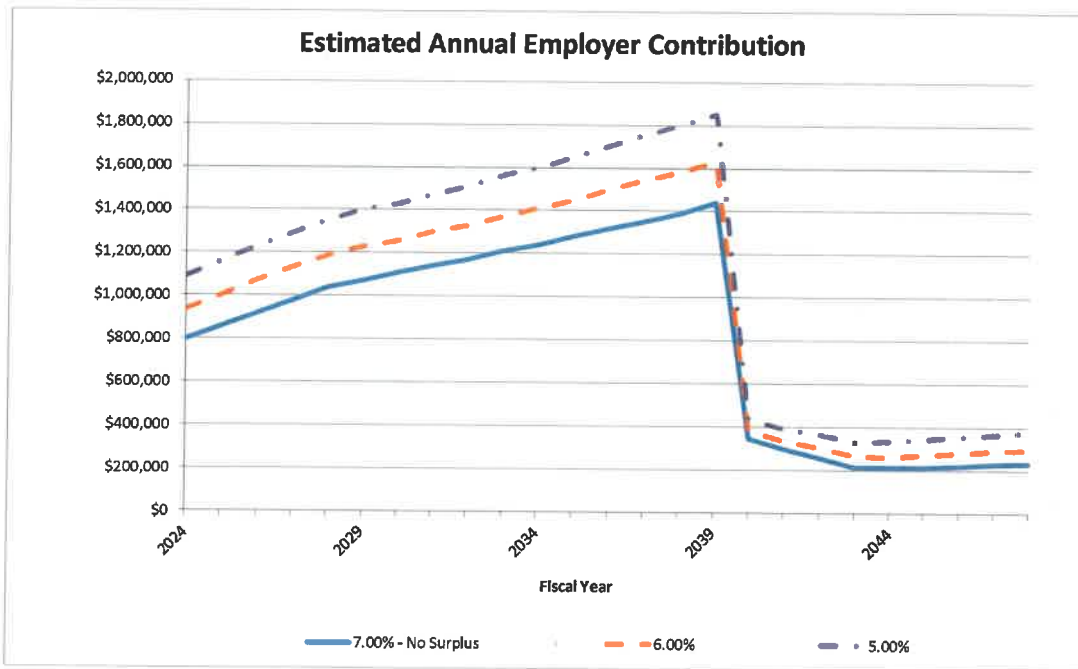
Dale Dufour
Member, Dale DuFour

Attachment 2a – Form 5598



Notes:

All projected funded percentages are shown with no phase-in.
 Assumes assets from the Surplus division(s) will not be used to lower employer contributions during the projection period.
 The green indicator lines have been added at 60% funded and 18 years following the valuation date for PA 202 purposes.



Notes:

All projected contributions are shown with no phase-in.
 Projected employer contributions do not reflect the use of any assets from the Surplus division(s).

Attachment 3a – Form 5598

Attachment 3a - Add'l 1 pmts for 2023 CAP

Table 5: Flow of Valuation Assets

Year Ended 12/31	Employer Contributions		Employee Contributions	Investment Income (Valuation Assets)	Benefit Payments	Employee Contribution Refunds	Net Transfers	Valuation Asset Balance
	Required	Additional						
2012	\$ 431,111	\$ 133,495	0	\$ 285,709	\$ (833,291)	0	\$ 0	\$ 6,740,663
2013	492,176	171,034	0	386,079	(930,041)	0	0	6,859,911
2014	522,776	165,571	0	383,923	(960,761)	0	0	6,971,420
2015	477,811	344,529	0	342,868	(998,146)	0	0	7,138,482
2016	408,642	399,007	0	358,395	(1,063,947)	0	0	7,240,579
2017	446,945	400,710	0	429,180	(1,095,357)	0	0	7,422,057
2018	608,513	303,954	0	266,892	(1,179,244)	0	0	7,422,172
2019	644,075	505,071	0	359,290	(1,177,136)	0	26,188	7,779,660
2020	676,546	440,000	0	606,403	(1,220,268)	0	0	8,282,341
2021	729,716	522,211	0	1,402,933	(1,245,168)	0	0	9,692,033
2022	776,831	480,000	0	388,490	(1,233,462)	0	0	10,103,892

Notes:

Transfers in and out are usually related to the transfer of participants between municipalities, and to employer and employee payments for service credit purchases (if any) that the governing body has approved.

The investment income column reflects the recognized investment income based on Valuation Assets. It does not reflect the market value investment return in any given year.

The Valuation Asset balance includes assets from Surplus divisions, if any.

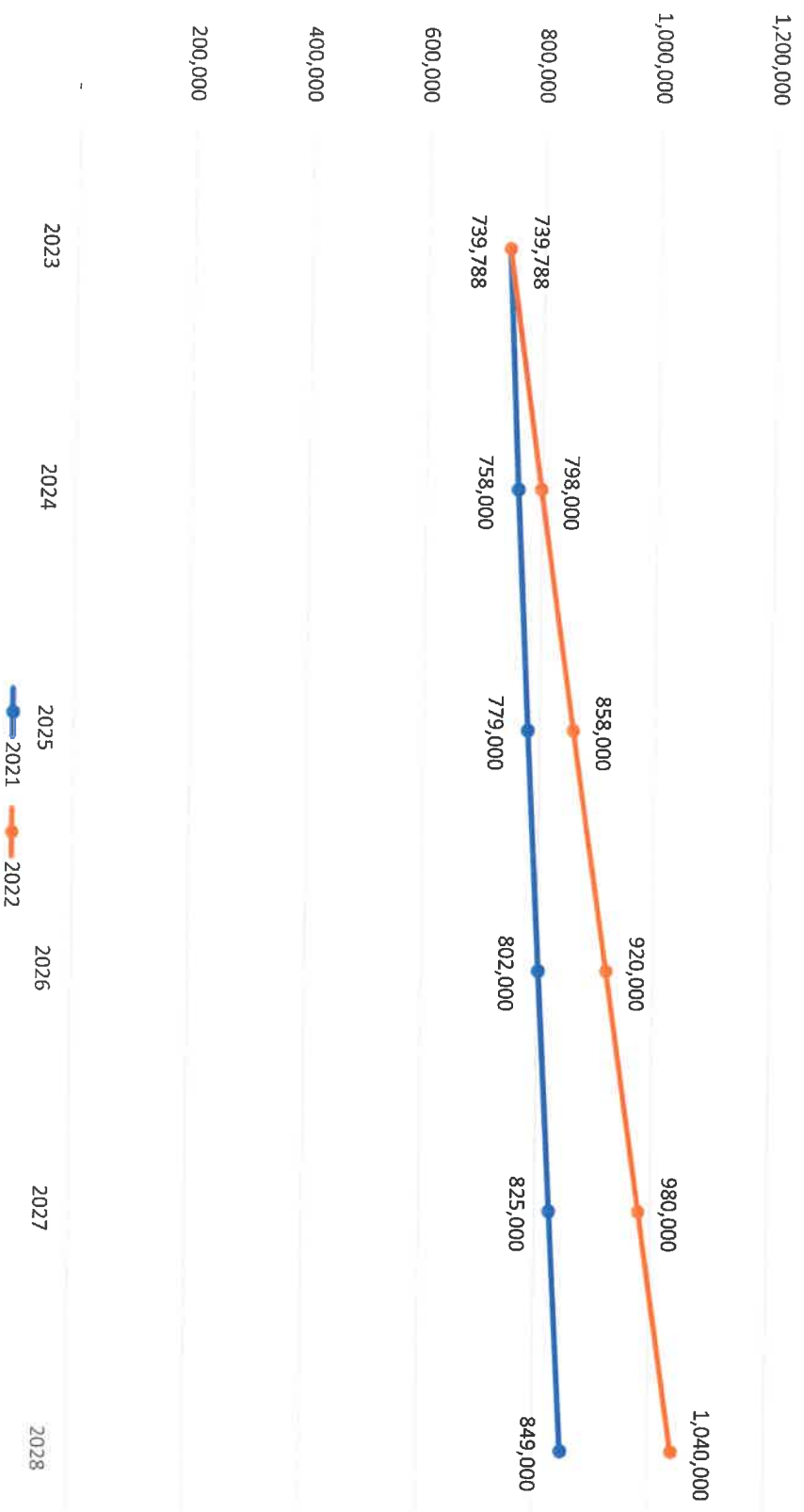
Years where historical information is not available will be displayed with zero values.



Attachment 6a – Form 5598

Attachment 6a

Change in ADC Projections from 2021 to 2022 MERS Actuarial



2021 Actuarial - Support for graph

assets. The graph including the Surplus assets assumes these Surplus assets grow with interest and are not used to lower future employer contributions. We modeled the projections including the Surplus assets in this fashion because the use of these assets is discretionary by the employer and we do not know when and how the employer will use them. Once the employer uses these Surplus assets, any future employer contributions are expected to be lower than those shown in the projections.

Valuation Year Ending 12/31	Fiscal Year Beginning 10/1	Actuarial Accrued Liability	Valuation Assets ²	Funded Percentage	Estimated Annual Employer Contribution
7.00%¹ - NO PHASE-IN					
2021	2023	\$ 17,178,335	\$ 9,144,857	53%	\$ 739,788
2022	2024	\$ 17,200,000	\$ 9,340,000	54%	\$ 758,000
2023	2025	\$ 17,300,000	\$ 9,530,000	55%	\$ 779,000
2024	2026	\$ 17,300,000	\$ 9,670,000	56%	\$ 802,000
2025	2027	\$ 17,300,000	\$ 9,810,000	57%	\$ 825,000
2026	2028	\$ 17,300,000	\$ 9,960,000	58%	\$ 849,000
6.00%¹ - NO PHASE-IN					
2021	2023	\$ 19,019,382	\$ 9,144,857	48%	\$ 868,968
2022	2024	\$ 19,000,000	\$ 9,250,000	49%	\$ 894,000
2023	2025	\$ 19,100,000	\$ 9,380,000	49%	\$ 921,000
2024	2026	\$ 19,000,000	\$ 9,550,000	50%	\$ 947,000
2025	2027	\$ 19,000,000	\$ 9,730,000	51%	\$ 975,000
2026	2028	\$ 19,000,000	\$ 9,920,000	52%	\$ 1,000,000
5.00%¹ - NO PHASE-IN					
2021	2023	\$ 21,210,167	\$ 9,144,857	43%	\$ 1,010,712
2022	2024	\$ 21,200,000	\$ 9,160,000	43%	\$ 1,040,000
2023	2025	\$ 21,200,000	\$ 9,230,000	44%	\$ 1,080,000
2024	2026	\$ 21,100,000	\$ 9,450,000	45%	\$ 1,110,000
2025	2027	\$ 21,000,000	\$ 9,680,000	46%	\$ 1,140,000
2026	2028	\$ 21,000,000	\$ 9,940,000	47%	\$ 1,170,000

¹ Represents both the interest rate for discounting liabilities and the future investment return assumption on the Market Value of assets.

² Valuation Assets do not include assets from Surplus divisions, if any.

6.00% and 5.00% projection scenarios provide an indication of the potential required employer contribution if these assumptions were met over the long term.

Your municipality includes one or more Surplus divisions. Extra contributions in a Surplus division may be used to reduce future employer contributions or to accelerate the date by which the municipality becomes 100% funded. The timing and use of these Surplus assets within the plan is discretionary. Certain employers have special funding arrangements that may differ from the Actuarial Policy.

The Funded Percentage graph shows projections of funded status under the 7.00% investment return assumption, both including the Surplus assets (contributed as of the valuation date), and without the Surplus assets. The graph including the Surplus assets assumes these Surplus assets grow with interest and are not used to lower future employer contributions. We modeled the projections including the Surplus assets in this fashion because the use of these assets within the plan is discretionary by the employer and we do not know when and how the employer will use them. Once the employer uses these Surplus assets, any future employer contributions are expected to be lower than those shown in the projections.

Valuation Year Ending 12/31	Fiscal Year Beginning 10/1	Actuarial Accrued Liability	Valuation Assets ²	Funded Percentage	Estimated Annual Employer Contribution ³
7.00%¹ - NO PHASE-IN					
2022	2024	\$ 17,058,902	\$ 8,960,827	53%	\$ 798,000
2023	2025	\$ 17,100,000	\$ 8,770,000	51%	\$ 858,000
2024	2026	\$ 17,200,000	\$ 8,530,000	50%	\$ 920,000
2025	2027	\$ 17,200,000	\$ 8,310,000	48%	\$ 980,000
2026	2028	\$ 17,200,000	\$ 8,150,000	47%	\$ 1,040,000
2027	2029	\$ 17,200,000	\$ 8,320,000	48%	\$ 1,070,000
6.00%¹ - NO PHASE-IN					
2022	2024	\$ 18,866,939	\$ 8,960,827	47%	\$ 937,308
2023	2025	\$ 18,900,000	\$ 8,690,000	46%	\$ 1,000,000
2024	2026	\$ 18,900,000	\$ 8,400,000	44%	\$ 1,070,000
2025	2027	\$ 18,900,000	\$ 8,250,000	44%	\$ 1,130,000
2026	2028	\$ 18,900,000	\$ 8,150,000	43%	\$ 1,190,000
2027	2029	\$ 18,900,000	\$ 8,350,000	44%	\$ 1,230,000
5.00%¹ - NO PHASE-IN					
2022	2024	\$ 21,015,131	\$ 8,960,827	43%	\$ 1,091,916
2023	2025	\$ 21,000,000	\$ 8,600,000	41%	\$ 1,160,000
2024	2026	\$ 21,000,000	\$ 8,270,000	39%	\$ 1,230,000
2025	2027	\$ 21,000,000	\$ 8,200,000	39%	\$ 1,290,000
2026	2028	\$ 20,900,000	\$ 8,190,000	39%	\$ 1,350,000
2027	2029	\$ 20,900,000	\$ 8,490,000	41%	\$ 1,400,000

¹ Represents both the interest rate for discounting liabilities and the future investment return assumption on the Market Value of assets.

² Valuation Assets do not include assets from Surplus divisions, if any.

³ All projected contributions are shown with no phase-in.