

**Harford County, Maryland
Volunteer Firefighter Length of
Service Award Program**

**Financial Statements and Supplementary Schedules
Together with Report of Independent Public Accountants**

For the Year Ended June 30, 2011



SB & COMPANY, LLC
EXPERIENCE • QUALITY • CLIENT SERVICE

JUNE 30, 2011

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REPORT OF INDEPENDENT PUBLIC ACCOUNTANTS

To the Board of Directors
Harford County, Maryland
Volunteer Firefighter Length of Service Award Program

We have audited the accompanying statement of plan net assets of the Harford County, Maryland Volunteer Firefighter Length of Service Award Program (the Plan), a pension trust fund of Harford County, Maryland, as of June 30, 2011, and the related statement of changes in plan net assets for the year then ended. These financial statements and supplemental schedules are the responsibility of the Plan's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, information regarding the plan net assets of the Harford County, Maryland Volunteer Firefighter Length of Service Award Program as of June 30, 2011, and the changes in its plan net assets for the year then ended, in conformity with accounting principles generally accepted in the United States of America.

Our audit was conducted for the purpose of forming an opinion on the statement of plan net assets. The accompanying schedules of funding progress and employer contributions are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The accompanying schedules of funding progress and employer contributions have not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we express no opinion or provide any assurance on them.

Hunt Valley, Maryland
September 27, 2011

SB & Company, LLC

**HARFORD COUNTY, MARYLAND
VOLUNTEER FIREFIGHTER LENGTH OF SERVICE AWARD PROGRAM**

**Statement of Plan Net Assets
As of June 30, 2011**

Assets

Equity in pooled cash and investments	\$ 444,388
Investments, at fair value	
Cash equalivents	101,712
Fixed income fund	6,394,458
Equities and equivalent	9,594,726
Total investments	<u>16,090,896</u>
Total Assets	<u>16,535,284</u>

Liabilities

Accounts payable	<u>29,062</u>
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Net Assets Held In Trust for Pension Benefits	<u><u>\$ 16,506,222</u></u>
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The accompanying notes are an integral part of this financial statement.

**HARFORD COUNTY, MARYLAND
VOLUNTEER FIREFIGHTER LENGTH OF SERVICE AWARD PROGRAM**

**Statement of Changes in Plan Net Assets
For the Year Ended June 30, 2011**

Additions

Contributions		
Plan sponsor	\$	1,670,207
Investment earnings		
Net appreciation in fair value of investments		1,720,137
Interest and dividends		940,576
Total investment earnings		<u>2,660,713</u>
Less: investment expenses		<u>98,854</u>
Net investment income		<u>2,561,859</u>
Total Additions		<u>4,232,066</u>

Deductions

Administrative expenses		9,505
Benefits		1,306,202
Total Deductions		<u>1,315,707</u>

Changes in net assets		2,916,359
Net assets, beginning of year		<u>13,589,863</u>
Net Assets, End of Year	\$	<u>16,506,222</u>

The accompanying notes are an integral part of this financial statement.

**HARFORD COUNTY, MARYLAND
VOLUNTEER FIREFIGHTER LENGTH OF SERVICE AWARD PROGRAM**

**Notes to the Financial Statements
June 30, 2011**

1. BACKGROUND OF ORGANIZATION

Harford County (the County) instituted and began administering a single employer defined benefit length of service award program (LOSAP or the Plan), for volunteer firemen and ambulance personnel on January 31, 1975. LOSAP is considered part of the County's financial reporting entity and is included in the County's financial statements as a pension trust fund.

The Length of Service Award Program (LOSAP) is different from traditional qualified retirement plans. These plans are regulated under the Internal Revenue Code section 457(e)(11). The County's plan meets the requirements of this section, which means the payments on behalf of the fire fighters are not treated as current "wages"; and the County is an "eligible employer," as defined by the IRS, therefore the Plan is tax exempt.

Based on County statutes, the firemen and ambulance personnel are eligible to participate upon accumulating "50 (fifty) points," which are determined in accordance with a specific point system. Benefits vest upon 25 years of service credit. The Plan generally provides \$5,000 burial benefits and certain benefits for disability. Regular benefits are calculated at \$12 per month for each of the first 25 years of service plus \$6 per month for each year in excess of 25. The maximum benefit is \$450 per month. Normal form of benefit is a life annuity for the volunteer with a 50% survivor benefit for the spouse of the volunteer.

The membership data related to the Volunteer Firefighter LOSAP Plan as of September 30, 2010, was as follows:

Plan Participants	
Retirees and beneficiaries currently receiving benefits	394
Terminated plan members entitled to, but not yet receiving benefits	266
Active plan members	<u>1,157</u>
Total	<u><u>1,817</u></u>

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of Accounting

The LOSAP plan uses the accrual basis of accounting. County contributions are recognized in the period in which cash contributions are made. Benefits are recorded when due and payable in accordance with the terms of the Plan.

**HARFORD COUNTY, MARYLAND
VOLUNTEER FIREFIGHTER LENGTH OF SERVICE AWARD PROGRAM**

**Notes to the Financial Statements
June 30, 2011**

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates that affect the reported amounts in the financial statements and accompanying notes. Actual results could differ from those estimates.

Method Used to Value Investments

Investments are reported at fair market value. Securities traded on a national or international exchange are valued at the last reported sales price at current exchange rates. The County has hired an investment firm to manage the investments of the Volunteer Fireman's LOSAP Plan.

Interest Rate Risk

The investment policies of the pension plans do not limit investment maturities. Fluctuating rates of return are characteristic of the securities markets; the fund's greatest concern is long-term appreciation of assets and consistency of portfolio returns. Cash and cash equivalent investments, such as commercial paper, repurchase agreements, etc., are limited to maturities of one year.

Credit Risk

The investment manager is allowed substantial discretion within a broad framework of approved investment choices. Equity holdings may be selected from those listed on the major securities markets. The manager(s) may invest in commercial paper, repurchase agreements, Treasury Bills, certificates of deposit, deposit accounts (with the custodian's bank) which is fully insured and/or fully collateralized, and money market funds to provide income, liquidity for expense payments, and preservation of the fund's principal value. All such assets must represent maturities of one year or less at time of purchase. Standard & Poor's and Moody's must rate commercial paper assets A-2 or P-2 respectively. The fixed income portion of the portfolio will consist primarily of fixed income securities denominated in U.S. dollars issued by the U.S. Government or U.S. corporations rated investment grade or better and having a weighted average maturity of no longer than 10 years. The Manager(s) should maintain the fixed income portion of the portfolio at a risk level roughly equivalent to Barclays Government/Credit Intermediate-Term Bond Index. The portfolio's maximum exposure to non benchmark sectors including foreign issues, emerging market debt and high yield securities may not exceed 20% of its market value.

**HARFORD COUNTY, MARYLAND
VOLUNTEER FIREFIGHTER LENGTH OF SERVICE AWARD PROGRAM**

**Notes to the Financial Statements
June 30, 2011**

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Concentration of Credit Risk

As a means of minimizing risk and providing a consistent return, the investment policy requires diversification. U.S. corporate bonds shall be diversified by issuer type with no more than 5% of the portfolio invested in obligations of any one issuer and no more than 10% in any one outstanding debt issue. Investments by security type are to be diversified as follows:

	Firemen's Pension	
	Minimum	Maximum
U.S. Large cap equities	20%	36%
U.S. Mid cap equities	5%	9%
U.S. Small cap equities	1%	5%
International equities	12%	22%
Fixed income	31%	59%

3. CONTRIBUTIONS AND FUNDING POLICY

Under provisions of County statutes, the County must provide annual contributions sufficient to satisfy the actuarially determined contribution requirements. Periodic County contributions to the pension plan are determined by an actuarially determined rate. Since there are no "salaries", the rate cannot be expressed as a percentage of covered payrolls. There are no participant financed benefits in this plan.

**HARFORD COUNTY, MARYLAND
VOLUNTEER FIREFIGHTER LENGTH OF SERVICE AWARD PROGRAM**

**Notes to the Financial Statements
June 30, 2011**

3. CONTRIBUTIONS AND FUNDING POLICY (continued)

Annual Pension Cost (APC) for the year ended June 30, 2011 and Net Pension Obligation (NPO) as of June 30, 2011 and 2010 to Harford County for this LOSAP are as follows:

Annual required contribution	\$ 1,670,207
Contributions made	<u>(1,670,207)</u>
Net pension obligation, beginning and end of year	<u>\$ -</u>

The annual required contribution for the year ended June 30, 2011, was determined as part of the September 30, 2010, actuarial valuation using the entry age normal funding method, with a 15-year amortization of the unfunded liability. Under this method, a normal cost is calculated which would, if contributed annually, fund each volunteer's benefits during his or her career at a level dollar amount. The unfunded actuarial liability is calculated at each valuation date as the present value of all plan benefits, less current assets. The actuarial assumptions included a 6% investment rate of return compounded annually. The Firemen are voluntary and, therefore, would not have a projected salary increase. The actuarial value of assets was determined using market value as of June 30, 2010, plus adjustments to September 30, 2010. Three years of trend information is as follows:

<u>Fiscal Year Ending</u>	<u>Annual Pension Cost (APC)</u>	<u>% of APC Contributed</u>	<u>Net Pension Obligation</u>
2009	\$ 2,387,771	100%	NONE
2010	1,700,477	100%	NONE
2011	1,670,207	100%	NONE

The following is the funded status information for the plan as of September 30, 2010, and two preceding years:

	(1)	(2)	(3)	(4)	(5)	(6)
Actuarial valuation date, September 30,	Actuarial Value of Assets	Actuarial Accrued Liability (AAL)	Percentage Funded (1)/(2)	Unfunded AAL (UAAL) (2)-(1)	Covered Payroll	UAAL as a Percentage of Covered Payroll ((2-1)/5)
2008	\$14,114,730	\$24,678,279	57.2%	\$10,563,549	N/A	N/A
2009	13,504,346	26,534,379	50.9%	13,030,033	N/A	N/A
2010	15,106,341	26,762,302	56.4%	11,655,961	N/A	N/A

**HARFORD COUNTY, MARYLAND
VOLUNTEER FIREFIGHTER LENGTH OF SERVICE AWARD PROGRAM**

**Notes to the Financial Statements
June 30, 2011**

4. REQUIRED SUPPLEMENTARY INFORMATION

Required supplementary information is designed to provide information about the Plan's progress in accumulating sufficient assets to pay benefits when due. Ten years of trend data is presented as required supplementary information.

REQUIRED SUPPLEMENTARY INFORMATION

**HARFORD COUNTY, MARYLAND
VOLUNTEER FIREFIGHTER LENGTH OF SERVICE AWARD PROGRAM**

**Schedule of Funding Progress (unaudited)
June 30, 2011**

	(1)	(2)	(3)	(4)	(5)	(6)
Actuarial valuation date, September 30,	Actuarial Value of Assets	Actuarial Accrued Liability (AAL)	Percentage Funded (1)/(2)	Unfunded AAL (UAAL) (2)-(1)	Covered Payroll	UAAL as a Percentage of Covered Payroll ((2-1)/5)
2001	\$8,470,544	\$14,546,676	58.2%	\$6,076,132	N/A	N/A
2002	8,083,173	14,581,593	55.4%	6,498,420	N/A	N/A
2003	8,446,607	15,393,166	54.9%	6,946,559	N/A	N/A
2004	9,810,134	17,532,517 ¹	56.0%	7,722,383	N/A	N/A
2005	10,692,198	20,867,164	51.2%	10,174,966	N/A	N/A
2006	11,620,886	21,928,036	53.0%	10,307,150	N/A	N/A
2007	13,307,771	24,290,687	54.8%	10,982,916	N/A	N/A
2008	14,114,730	24,678,279	57.2%	10,563,549	N/A	N/A
2009	13,504,346	26,534,379	50.9%	13,030,033	N/A	N/A
2010	15,106,341	26,762,302	56.4%	11,655,961	N/A	N/A

N/A - Not applicable because the volunteers are not compensated.

1 - After the change in mortality assumptions.

**HARFORD COUNTY, MARYLAND
VOLUNTEER FIREFIGHTER LENGTH OF SERVICE AWARD PROGRAM**

**Schedule of Employer Contributions (unaudited)
June 30, 2011**

Years Ended June 30,	Annual Required Contribution	Percentage Contributed
2002	\$ 1,124,673	100%
2003	985,500	100%
2004	985,500	100%
2005	1,354,883	100%
2006	946,098	100%
2007	1,046,218	100%
2008	1,387,771	100%
2009	2,387,771	100%
2010	1,700,477	100%
2011	1,670,207	100%

The information presented in the required supplementary schedules was determined as part of the actuarial valuations as of the dates indicated. Additional information as of the latest actuarial valuation is as follows:

Valuation date	September 30, 2010
Actuarial cost method	Entry age
Amortization method	Level dollar
Remaining amortization period	15 years (closed period)
Asset valuation method	Market value as of June 30, 2010, plus estimated transactions to September 30, 2010
Actuarial assumptions: Investment rate of return	6% compounded annually