

4Q19 Quarterly Report of Contributions Form

- Enclosed is the Quarterly Report of Contributions Form (PMRB-21) for the Fourth Quarter of 2019. Please complete, date, sign, and return this form to our office **by January 31, 2020**.
- Fourth quarter contributions to be credited to a member's account are **due by December 31**. Interest will be charged on fourth quarter contributions received after December 31.
- A Revenue Transmittal Form (PMRB-20) must be completed and included with all checks submitted to PMRS. This form is available under the "Forms" section of our website (www.pMrs.state.pa.us) and can be completed online but will need to be printed, signed and mailed with the checks.

2019 Annual Minimum Municipal Obligation (MMO) Bill

- The 2019 Annual MMO Bill is **due by December 31, 2019**.
- Delinquent interest will be assessed against the unpaid plan obligation as of January 1, 2020 and include interest charges from January 1, 2019.

2020 MMO Worksheet

- The 2020 MMO Worksheet used to calculate the plan's financial requirement for 2020 should be completed by the plan's Chief Administrative Officer, approved by the plan's board, and returned to our office **by no later than December 20, 2019**.

2020 Annual MMO Bill

- The 2020 Annual MMO Bill will be distributed the first week of **January 2020**.
- The 2020 Annual MMO Bill is **due by December 31, 2020**.

2019 IRS Form 1099-R, Distributions from Pensions

- The 2019 IRS Form 1099-R will be mailed **by January 31, 2020** to members who received distributions from your pension plan in 2019 for tax reporting purposes.

2019 Act 205 Actuarial Valuation Report (Non-County Plans)

- Under the Municipal Pension Plan Funding Standard and Recovery Act (Act 205 of 1984), your municipality is required to submit an Actuarial Valuation Report for each pension plan to the PA Department of the Auditor General's Municipal Pension Reporting Program (MPRP) every two years.
- The Actuarial Valuation Report includes actuarial, demographic, and financial data for your pension plan. The actuarial data demonstrates the calculation of the cost of the retirement system and summarize the principal provisions of the pension plan. The financial data provides information on the financial position of the pension trust fund and the revenues and

expenses of the fund. The demographic data provides information on the current number and compensation of active and retired members.

- PMRS will continue to handle the preparation of the Act 205 Actuarial Valuation Report for your pension plan(s). In the past, PMRS provided a paper copy of your Act 205 Actuarial Valuation Report for your review and approval prior to filing with MPRP. Beginning with the 2019 filing period, the Actuarial Valuation Report will be required to be submitted online through the Department of Community & Economic Development's (DCED's) Municipal Statistics website (<https://munstats.pa.gov/forms/login.aspx>).
- The Plan Declaration to select PMRS as your 3rd party administrator was required to be submitted online by your municipality to MPRP through DCED's Municipal Statistics website **by October 15, 2019**. The Plan Declaration replaces the Act 205 Questionnaire and Reporting Form Request that was previously mailed to you in April of every odd year.
- The 2019 Act 205 Actuarial Valuation Report for your plan(s) will be completed by PMRS **prior to March 31, 2020** and you will receive an email instructing you to log back in to DCED's Municipal Statistics website and review the report once it has been submitted.
- The filing deadline for the 2019 Actuarial Valuation Report is **March 31, 2020**.
- If you have a question about the new Act 205 e-filing process, please call the PA Department of the Auditor General's MPRP at 1-833-852-4335 or 717-787-3637 or email at MPRP@PAAuditor.gov.

PERC# Change for Authority Plans

- The PA Department of the Auditor General's MPRP is changing the municipal codes for authority plans to match those of the PA DCED since they will be sharing a website for the purpose of the online filing of the 2019 Act 205 Actuarial Valuation Report.
- This change in municipal codes for authority plans will result in a change to the PERC# for authority plans **effective 1/1/19**. A listing of these PERC# changes for authority plans can be found under the "*Municipalities/Quarterly Updates*" section of our website.
- The 2018 GASB 68 Reports to be posted to our website by December 31, 2019 will reflect this change in PERC# for authority plans.

For additional information or assistance, please visit the PMRS website or contact the PMRS Investment and Financial Management Division at (800) 622-7968.