

City of Alexandria, Virginia

26
12-10-02

MEMORANDUM

DATE: DECEMBER 6, 2002

TO: THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

FROM: PHILIP SUNDERLAND, CITY MANAGER *PS*

SUBJECT: RESOLUTION TO AMEND THE CITY OF ALEXANDRIA SUPPLEMENTAL RETIREMENT PLAN

ISSUE: Consideration of proposed revisions to the City of Alexandria Supplemental Retirement Plan.

RECOMMENDATION: That City Council adopt the attached resolution (Attachment 1) which:

- (1) amends the City of Alexandria Supplemental Retirement Plan in order to provide coverage for members of the City Council, beginning July 1, 2003; and
- (2) incorporates the technical changes (Attachment 2) required by the Economic Growth and Tax Relief Reconciliation Act of 2001 (EGTRRA), as required by the Internal Revenue Service Code.

DISCUSSION: This resolution provides for the amendment of the City of Alexandria Supplemental Retirement Plan to provide a retirement benefit to members of City Council.

On November 16, 2002, City Council adopted Ordinance No. 4276 (Attachment 3), which makes the Mayor and Members of City Council eligible to participate in the same benefits provided to City employees, effective July 1, 2003. This resolution amends the Supplemental Retirement Plan to enable the Mayor and Members of City Council to participate in the plan. The Council is not eligible to participate in the Virginia Retirement System.

The resolution also amends the Supplemental Retirement Plan to incorporate the provisions of EGTRRA, as required by the Internal Revenue Service Code. These amendments are all technical in nature, many have no applicability to members of the City of Alexandria Supplemental Retirement Plan and those that do are of benefit to those members. While the changes required by the IRS do not require a 60 day notice to employees, staff did provide the information to and held a meeting with employee representatives. There was no opposition to the proposed plan amendments, which are technical changes required by the Internal Revenue Service Code. As of June 30, 2002, there were 1,948 active and 92 retired members of the City Supplemental Retirement Plan.

ATTACHMENTS:

Attachment 1. Resolution

Attachment 2. Proposed Amendments to the City of Alexandria Supplemental Retirement Plan

Attachment 3. Ordinance 4276

STAFF:

Henry Howard Jr., Director, Personnel Services

Myla Riggs, Benefits Division Chief, Personnel Services

Dan Neckel, Director, Finance

RESOLUTION NO. _____

WHEREAS, the City of Alexandria maintains the **City of Alexandria Supplemental Retirement Plan** (the "Plan"); and

WHEREAS, the City of Alexandria desires to adopt and incorporate certain amendments to the Plan as set forth in the "First Amendment to the City of Alexandria Supplemental Retirement Plan" (the "Plan Amendment") attached hereto; and

WHEREAS, the Plan, as amended, is intended to meet the requirements for qualification under Section 401(a) of the Internal Revenue Code of 1986, as amended, and of the Economic Growth and Tax Relief Reconciliation Act of 2001, as applicable;

NOW, THEREFORE, BE IT RESOLVED THAT the Alexandria City Council does hereby recognize, adopt, approve and restate the Plan to incorporate the Plan Amendment attached hereto and incorporated fully herein by reference; and

BE IT FURTHER RESOLVED THAT the City Manager be, and he hereby is, authorized and directed to make on behalf of the City of Alexandria any other changes to the Plan as may be requested by the Internal Revenue Service, or, based on the advice of counsel, as may be necessary or desirable for the Plan to meet or continue to meet the requirements for qualification under Section 401(a) of the Internal Revenue Code of 1986, as amended, and of the Economic Growth and Tax Relief Reconciliation Act of 2001, as applicable; and

BE IT FURTHER RESOLVED THAT this Resolution shall be effective immediately; provided, however, that the amendments hereby approved shall be effective as stated in the Plan Amendment.

ADOPTED: _____

Kerry J. Donley, Mayor

Attest:

Beverly I. Jett, CMC, City Clerk

**FIRST AMENDMENT TO
THE CITY OF ALEXANDRIA SUPPLEMENTAL RETIREMENT PLAN**

Pursuant to the powers of amendment reserved under Section 14.1 of the City of Alexandria Supplemental Retirement Plan, as amended and restated effective as of January 1, 1999, said Plan shall be and the same is hereby amended by the City of Alexandria (the "City"), effective as of July 1, 2003, or such earlier date as reflected herein, as follows:

FIRST CHANGE

Section 1.1(o) shall be deleted in its entirety and the following shall be substituted in lieu thereof:

The "**Earnings**" for a Full-Time Participant means his rate of annual basic compensation from the City for services as an Employee as of the latest December 1, excluding overtime, commissions, bonuses, and other additional compensation. If a Participant is not employed on such date, his Earnings is his fixed rate of compensation on his Entry Date, translated to an annual basis. Earnings for a Part-Time Employee means the annual rate of basic compensation (excluding overtime, commissions, bonuses, and other additional compensation) applicable to a Full-Time employee in the same position for services as an Employee as of the latest December 1. Earnings for a member of the City Council means the rate of annual basic compensation as in effect on July 1, 2003 (and thereafter as of the latest December 1) that is paid to a member of the City Council and treated as wages under Section 3401(a) of the Code.

Effective as of January 1, 1996, Compensation with respect to any Plan Year shall in no event exceed the dollar limit specified in Code Section 401(a)(17) (as adjusted from time to time by the Secretary of the Treasury).

SECOND CHANGE

Section 1.1(p) shall be deleted in its entirety and the following shall be substituted in lieu thereof:

An "**Employee**" means

A member of the City Council (a "**City Employee**").

Any individual who is treated by the City as a regular Full-Time or

Part-Time employee of the City for payroll purposes other than (i) a police officer or firefighter covered by another pension plan to which the City makes contributions or (ii) any employee of the city school system (also a **"City Employee"**).

Any individual employed by the Commonwealth of Virginia Department of Health, Division of Community Health Services who works for the Alexandria Health Department on a full-time basis (a **"Health Department Employee"**).

For this purpose, a "Full-Time Employee" means any member of the City Council and any other City Employee who is classified and treated by the City as a full-time employee. The term "Full-Time Employee" also includes any Health Department Employee who is treated by the City as a full-time employee for purposes of this Plan. A "Part-Time Employee" means any City Employee who is classified and treated by the City as a part-time employee and who is scheduled to work at least twenty (20) hours per week. The term "Part-Time Employee" does not include any Health Department Employee.

For purposes of the Plan, a member of the City Council is deemed to be in the employment of the City during the period he is serving as a member of the City Council.

Seasonal employees and employees who are not classified and treated by the City or the Commonwealth of Virginia, Department of Health as regular employees are not considered "Employees" for purposes of the Plan and are not eligible to participate in the Plan.

For purposes of the Plan, any "leased employee," other than an excludable leased employee, shall be treated as an employee of the City; provided, however, that no "leased employee" shall become an Employee or shall accrue a benefit hereunder based on service as a "leased employee".

A "leased employee" means any person who performs services for the City (the "recipient") (other than an employee of the recipient) pursuant to an agreement between the recipient and any other person (the "leasing organization") on a substantially full-time basis for a period of at least one (1) year, provided that such services are performed under the primary direction or control of the recipient. An "excludable leased employee" means any leased employee of the recipient who is covered by a money purchase pension plan maintained by the leasing organization which provides for (i) a nonintegrated employer contribution on behalf of each participant in the plan equal to at least ten percent of compensation, (ii) full and immediate vesting,

and (iii) immediate participation by employees of the leasing organization (other than employees who perform substantially all of their services for the leasing organization or whose compensation from the leasing organization in each plan year during the four-year period ending with the plan year is less than \$1,000); provided, however, that leased employees do not constitute more than 20 percent of the recipient's nonhighly compensated work force. For purposes of this Section, contributions or benefits provided to a leased employee by the leasing organization that are attributable to services performed for the recipient shall be treated as provided by the recipient.

Notwithstanding anything to the contrary, the term Employee shall not include any individual classified by the City as working or providing services in a capacity other than as an Employee (including, without limitation, a person classified as an independent contractor or any person performing services for the City under a contract between the City and a leasing or other third party organization), notwithstanding the later reclassification, by a court or any governmental agency, of the person as a common law employee of the City.

THIRD CHANGE

The following sentence shall be added to the end of Section 1.1(s):

In the case of the City Council, the Employment Commencement Date means the date on which a member is sworn in as and officially becomes a member of the City Council.

FOURTH CHANGE

The following paragraph shall be added to the end of Section 1.1(t):

“A member of the City Council shall be deemed to have reached his Employment Severance Date on the day he ceases to be a member of the City Council.”

FIFTH CHANGE

The following new subsection (g) shall be added to Section 2.1:

A member of the City Council shall receive credit for Service as a member of the City Council from his Employment Commencement Date through the member's Employment Severance Date. However, Credited Service shall be

measured (based on Service as a member of the City Council) from the later of (i) July 1, 2003 or (ii) the Council member's Employment Commencement Date.

SIXTH CHANGE

A new Article XVI shall be added to the Plan effective as of January 1, 2002, as follows:

"ARTICLE XVI

EGTRRA AMENDMENTS

16.1 Effective Date of Article

This Article XVI is intended to reflect certain provisions of the Economic Growth and Tax Relief Reconciliation Act of 2001 ("EGTRRA") and to demonstrate good faith compliance with the provisions of EGTRRA. The provisions of this Article XVI shall be construed in accordance with EGTRRA and guidance issued thereunder. The provisions of this Article shall supersede the provisions of the Plan to the extent those provisions are inconsistent with the provisions of this Article.

16.2 Limitations on Benefits

(a) **Defined benefit dollar limitation.** The "defined benefit dollar limitation" is \$160,000, as adjusted, effective January 1 of each year, under Section 415(d) of the Code in such manner as the Secretary shall prescribe, and payable in the form of a straight life annuity. A limitation as adjusted under Section 415(d) of the Code will apply to limitation years ending with or within the calendar year for which the adjustment applies.

(b) **Maximum permissible benefit:** The "maximum permissible benefit" is the defined benefit dollar limitation (as adjusted where required, as provided in (1) and, if applicable, in (2) or (3) below).

(1) If the Participant has fewer than 10 years of participation in the Plan, the defined benefit dollar limitation shall be multiplied by a fraction, (i) the numerator of which is the number of years (or part thereof) of participation in the Plan and (ii) the denominator of which is 10.

(2) Subject to the provisions of Section 415(b)(2)(G) (relating to qualified police or firefighters), if the benefit of a Participant begins prior to age 62, the defined benefit dollar limitation applicable to the Participant at such earlier age is an annual benefit payable in the form of a straight life annuity beginning at the earlier age that is the actuarial equivalent of the defined benefit dollar limitation

applicable to the Participant at age 62 (adjusted under (1) above, if required). The defined benefit dollar limitation applicable at an age prior to age 62 is determined as the lesser of (i) the actuarial equivalent (at such age) of the defined benefit dollar limitation computed using the interest rate and mortality table (or other tabular factor) specified in Exhibit A of the Plan and (ii) the actuarial equivalent (at such age) of the defined benefit dollar limitation computed using a 5 percent interest rate and the applicable mortality table as defined in Exhibit A of the Plan. Any decrease in the defined benefit dollar limitation determined in accordance with this paragraph (2) shall not reflect a mortality decrement if benefits are not forfeited upon the death of the Participant. If any benefits are forfeited upon death, the full mortality decrement is taken into account.

(3) If the benefit of a Participant begins after the Participant attains age 65, the defined benefit dollar limitation applicable to the Participant at the later age is the annual benefit payable in the form of a straight life annuity beginning at the later age that is actuarially equivalent to the defined benefit dollar limitation applicable to the Participant at age 65 (adjusted under (1) above, if required). The actuarial equivalent of the defined benefit dollar limitation applicable at an age after age 65 is determined as (i) the lesser of the actuarial equivalent (at such age) of the defined benefit dollar limitation computed using the interest rate and mortality table (or other tabular factor) specified in Exhibit A of the Plan and (ii) the actuarial equivalent (at such age) of the defined benefit dollar limitation computed using a 5 percent interest rate assumption and the applicable mortality table as defined in Exhibit A of the Plan. For these purposes, mortality between age 65 and the age at which benefits commence shall be ignored.

(c) Benefit increases resulting from the increase in the limitations of Section 415(b) of the Code shall be provided to all employees participating in the Plan who have one Hour of Service on or after the first day of the first limitation year ending after December 31, 2001.

16.3 Increase in Earnings Limit

(a) The annual Earnings of each Participant taken into account in determining benefit accruals for any Plan Year beginning after December 31, 2001, shall not exceed \$200,000, as adjusted for cost-of-living increases in accordance with Section 401(a)(17)(B) of the Code. Annual Earnings means Earnings during the plan year or such other consecutive 12-month period over which Earnings are otherwise determined under the Plan (the determination period). The cost-of-living adjustment in effect for a calendar year applies to annual Earnings for the determination period that begins with or within such calendar year.

(b) In determining benefit accruals in Plan Years beginning after December 31, 2001, the annual Earnings limit in Article I, Section 14 for

determination periods beginning before January 1, 2002, shall be \$150,000 for any determination period beginning in 1996 or earlier, \$160,000 for any determination period beginning in 1997, 1998, or 1999; and \$170,000 for any determination period beginning in 2000 or 2001.

16.4 Direct Rollovers of Plan Distributions

(a) This Section shall apply to distributions made after December 31, 2001.

(b) Modification of definition of eligible retirement plan. For purposes of the direct rollover provisions of the Plan, an eligible retirement plan shall also mean an annuity contract described in Section 403(b) of the Code and an eligible plan under Section 457(b) of the Code which is maintained by a state, political subdivision of a state, or any agency or instrumentality of a state or political subdivision of a state and which agrees to separately account for amounts transferred into such plan from this Plan. The definition of eligible retirement plan shall also apply in the case of a distribution to a surviving spouse, or to a spouse or former spouse who is the alternate payee under a domestic relation order, as defined in Section 414(p) of the Code.

(c) Modification of definition of eligible rollover distribution to include after-tax employee contributions. For purposes of the direct rollover provisions of the Plan, a portion of a distribution shall not fail to be an eligible rollover distribution merely because the portion consists of after-tax employee contributions which are not includible in gross income. However, such portion may be transferred only to an individual retirement account or annuity described in Section 408(a) or (b) of the Code, or to a qualified defined contribution plan described in Section 401(a) or 403(a) of the Code that agrees to separately account for amounts so transferred, including separately accounting for the portion of such distribution which is includible in gross income and the portion of such distribution which is not so includible.”

SEVENTH CHANGE

A new Article XVII shall be added to the Plan effective as of January 1, 2002, as follows:

“ARTICLE XVII

MINIMUM DISTRIBUTION REQUIREMENTS

A. General Rules.

(1) The provisions of this Article XVII will apply for purposes of

determining required minimum distributions for calendar years beginning with the 2003 calendar year.

(2) The requirements of this Article XVII will take precedence over any inconsistent provisions of the Plan.

(3) All distributions required under this Article XVII will be determined and made in accordance with the Treasury Regulations under Section 401(a)(9) of the Internal Revenue Code.

B. Time and Manner of Distribution.

(1) The Participant's entire interest will be distributed, or begin to be distributed, to the Participant no later than the Participant's Required Beginning Date.

(2) If the Participant dies before distributions begin, the Participant's entire interest (if any) will be distributed, or begin to be distributed, no later than as follows:

(a) If the Participant's surviving spouse is the Participant's sole Designated Beneficiary, distributions to the surviving spouse shall begin by December 31 of the calendar year immediately following the year in which the Participant died, or by December 31 of the calendar year in which the Participant would have attained age 70-1/2, if later.

(b) If the Participant's surviving spouse is not the Participant's sole Designated Beneficiary, distributions to the Designated Beneficiary shall begin by December 31 of the calendar year immediately following the calendar year in which the Participant died.

(c) If there is no Designated Beneficiary as of September 30 of the year following the year of the Participant's death, the Participant's entire interest (if any) will be distributed by December 31 of the calendar year containing the fifth anniversary of the Participant's death.

(d) If the Participant's surviving spouse is the Participant's sole Designated Beneficiary and the surviving spouse dies after the Participant but before distributions to the surviving spouse begin, this Section B, other than Section B(2)(a), will apply as if the surviving spouse were the Participant.

For purposes of this Section B and Section E, distributions are considered to begin on the Participant's Required Beginning Date (or, if Section B(2)(c) applies, the date distributions are required to begin to the surviving spouse under Section B(2)(a)). If annuity payments irrevocably commence to the Participant before the Participant's Required Beginning Date (or to the Participant's surviving spouse before the date

distributions are required to begin to the surviving spouse under Section B(2)(a)), the date distributions are considered to begin is the date distributions actually commence.

(c) Unless the Participant's interest is distributed in the form of an annuity purchased from an insurance company or in a single sum on or before the Required Beginning Date, as of the first Distribution Calendar Year distributions will be made in accordance with Sections C, D and E. If the Participant's interest is distributed in the form of an annuity purchased from an insurance company, distributions thereunder will be made in accordance with the requirements of Section 401(a)(9) of the Code and the Treasury Regulations.

C. Determination of Amount to be Distributed Each Year.

(1) If the Participant's interest is paid in the form of annuity distributions under the Plan, payments under the annuity will satisfy the following requirements:

(a) the annuity distributions will be paid in periodic payments made at intervals not longer than 1 year;

(b) the distribution period will be over a life (or lives) or over a period certain not longer than the period described in Sections D or E;

(c) once payments have begun over a period certain, the period certain will not be changed even if the period certain is shorter than the maximum permitted;

(d) payments will either be non-increasing or increase only as follows:

(1) by an annual percentage increase that does not exceed the annual percentage increase in a cost-of-living index that is based on prices of all items and issued by the Bureau of Labor Statistics;

(2) to the extent of the reduction in the amount of the Participant's payments to provide for a survivor benefit upon death, but only if the beneficiary whose life was being used to determine the distribution period described in Section D dies or is no longer the Participant's beneficiary pursuant to a qualified domestic relations order within the meaning of Section 414(p);

(3) to provide cash refunds of employee contributions upon the Participant's death; or

(4) to pay increased benefits that result from a Plan amendment.

(b) The amount that must be distributed on or before the Participant's Required Beginning Date (or, if the Participant dies before distributions begin, the

date distributions are required to begin under Section B) is the payment that is required for one payment interval. The second payment need not be made until the end of the next payment interval even if that payment interval ends in the next calendar year. Payment intervals are the periods for which payments are received, e.g., bi-monthly, monthly, semi-annually, or annually. All of the Participant's benefit accruals as of the last day of the first Distribution Calendar Year will be included in the calculation of the amount of the annuity payments for payment intervals ending on or after the Participant's Required Beginning Date.

(c) Any additional benefits accruing to the Participant in a calendar year after the first Distribution Calendar Year will be distributed beginning with the first payment interval ending in the calendar year immediately following the calendar year in which such amount accrues.

D. Requirements For Annuity Distributions That Commence During Participant's Lifetime.

(1) If the Participant's interest is being distributed in the form of a joint and survivor annuity for the joint lives of the Participant and a non-spouse beneficiary, annuity payments to be made on or after the Participant's Required Beginning Date to the Designated Beneficiary after the Participant's death must not at any time exceed the applicable percentage of the annuity payment for such period that would have been payable to the Participant using the table set forth in Q&A-2 of Section 1.401(a)(9)-6T of the Treasury Regulations. If the form of distribution combines a joint and survivor annuity for the joint lives of the Participant and a non-spouse beneficiary and a period certain annuity, the requirement in the preceding sentence will apply to annuity payments to be made to the Designated Beneficiary after the expiration of the period certain.

(2) Unless the Participant's spouse is the sole Designated Beneficiary and the form of distribution is a period certain and no life annuity, the period certain for an annuity distribution commencing during the Participant's lifetime may not exceed the applicable distribution period for the Participant under the Uniform Lifetime Table set forth in Section 1.401(a)(9)-9 of the Treasury Regulations for the calendar year that contains the annuity starting date. If the annuity starting date precedes the year in which the Participant reaches age 70, the applicable distribution period for the Participant is the distribution period for age 70 under the Uniform Lifetime Table set forth in Section 1.401(a)(9)-9 of the Treasury Regulations plus the excess of 70 over the age of the Participant as of the Participant's birthday in the year that contains the annuity starting date. If the Participant's spouse is the Participant's sole Designated Beneficiary and the form of distribution is a period certain and no life annuity, the period certain may not exceed the longer of the Participant's applicable distribution period, as determined under this Section D(2), or the joint life and last survivor

expectancy of the Participant and the Participant's spouse as determined under the Joint and Last Survivor Table set forth in Section 1.401(a)(9)-9 of the Treasury Regulations, using the Participant's and spouse's attained ages as of the Participant's and spouse's birthdays in the calendar year that contains the annuity starting date.

E. Requirements For Minimum Distributions Where Participant Dies Before Date Distributions Begin.

(a) If the Participant dies before the date distribution of his or her interest begins and there is a Designated Beneficiary, the Participant's entire interest (if any) will be distributed, beginning no later than the time described in Section B(2)(a) or B(2)(b), over the life of the Designated Beneficiary or over a period certain not exceeding:

(1) unless the annuity starting date is before the first Distribution Calendar Year, the Life Expectancy of the Designated Beneficiary determined using the beneficiary's age as of the beneficiary's birthday in the calendar year immediately following the calendar year of the Participant's death; or

(2) if the annuity starting date is before the first Distribution Calendar Year, the Life Expectancy of the Designated Beneficiary determined using the beneficiary's age as of the beneficiary's birthday in the calendar year that contains the annuity starting date.

(b) If the Participant dies before the date distributions begin and there is no Designated Beneficiary as of September 30 of the year following the year of the Participant's death, distribution of the Participant's entire interest (if any) will be completed by December 31 of the calendar year containing the fifth anniversary of the Participant's death.

(c) If the Participant dies before the date distribution of his or her interest begins, the Participant's surviving spouse is the Participant's sole Designated Beneficiary, and the surviving spouse dies before distributions to the surviving spouse begin, this Section E will apply as if the surviving spouse were the Participant, except that the time by which distributions must begin will be determined without regard to Section B(2)(a).

F. Definitions.

(a) **Designated Beneficiary** means the individual who is designated as the beneficiary under Section 9.2 of the Plan and is the designated beneficiary under Section 401(a)(9) of the Internal Revenue Code and Section 1.401(a)(9)-1, Q&A-4, of the Treasury Regulations.

(b) **Distribution Calendar Year** means a calendar year for which a

minimum distribution is required. For distributions beginning before the Participant's death, the first distribution calendar year is the calendar year immediately preceding the calendar year which contains the Participant's Required Beginning Date. For distributions beginning after the Participant's death, the first Distribution Calendar Year is the calendar year in which distributions are required to begin pursuant to Section B.

(c) **Life Expectancy** means life expectancy as computed by use of the Single Life Table in Section 1.401(a)(9)-9 of the Treasury Regulations.

(d) **Required Beginning Date** means the April 1 of the calendar year following the later of the date the Participant attains age 70-1/2 or the Participant retires from employment.”

EIGHTH CHANGE

Effective for distributions with annuity starting dates on or after December 31, 2002, notwithstanding any Plan provisions to the contrary, the “GATT Mortality Table” used for purposes of applying the limitations on benefits placed thereon by Section 415 of the Internal Revenue Code and Section 4.7 of the Plan is the mortality table prescribed in Revenue Ruling 2001-62.

The City of Alexandria Pension Plan for Firefighters and Police Officers, as amended and restated effective as of December 31, 2001 and as amended by the foregoing changes is hereby ratified and confirmed in all respects.

IN WITNESS WHEREOF, The City has caused this First Amendment to be executed this ____ day of _____, 2002.

THE CITY OF ALEXANDRIA

By: _____
Phillip G. Sunderland, City Manager

ORDINANCE NO. 4276

AN ORDINANCE to amend and reordain section 2-1-4 (COMPENSATION OF MEMBERS) of Article A (GENERAL PROVISIONS), Chapter 1 (THE CITY COUNCIL), Title 2 (GENERAL GOVERNMENT), of The Code of the City of Alexandria, Virginia, 1981, as amended.

THE CITY COUNCIL OF ALEXANDRIA HEREBY ORDAINS:

Section 1. That section 2-1-4 of The Code of the City of Alexandria, Virginia, 1981, as amended, be, and the same is, amended and reordained to read as follows:

Sec. 2-1-4 Compensation of members.

(a) The mayor shall receive, in full compensation for his services, the salary of \$30,500 per year.

(b) The members of city council shall receive, in full compensation for their services, the salary of \$27,500 per year.

(c) The members of city council and the mayor shall, in addition to the compensation provided above, be eligible to receive the same benefits as are provided city employees by the city, to the extent permitted by law. For the purpose of benefits for which eligibility is determined by the city, the mayor and members of city council shall be categorized as full time city employees.

(d) The rate of compensation for the members of the city council and the mayor may be changed by ordinance, except that no increase in such rate of compensation shall be made to become effective during the term of office of the members of council and the mayor in which the vote to increase the compensation is cast, and any ordinance to approve such an increase shall be adopted at least four months prior to the date for the next general election of the members of city council and the mayor.

(e) The rate of compensation of the members of city council and the mayor shall be reviewed every three years, in conformance with the time periods established in subsection (d) of this section, for the purpose of considering whether such rate should include a cost of living increase in line with cost of living increases, if any, afforded city employees since the last such review.

Section 2. That this ordinance shall become effective on July 1, 2003.

KERRY J. DONLEY
Mayor

Introduction: 11/12/02
First Reading: 11/12/02
Publication: 11/14/02
Public Hearing: 11/16/02
Second Reading: 11/16/02

RESOLUTION NO. 2053

WHEREAS, the City of Alexandria maintains the City of Alexandria Supplemental Retirement Plan (the "Plan"); and

WHEREAS, the City of Alexandria desires to adopt and incorporate certain amendments to the Plan as set forth in the "First Amendment to the City of Alexandria Supplemental Retirement Plan" (the "Plan Amendment") attached hereto; and

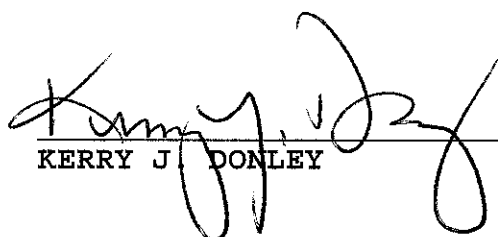
WHEREAS, the Plan, as amended, is intended to meet the requirements for qualification under Section 401(a) of the Internal Revenue Code of 1986, as amended, and of the Economic Growth and Tax Relief Reconciliation Act of 2001, as applicable;

NOW, THEREFORE, BE IT RESOLVED that the Alexandria City Council does hereby recognize, adopt, approve and restate the Plan to incorporate the Plan Amendment attached hereto and incorporated fully herein by reference; and

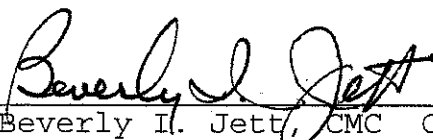
BE IT FURTHER RESOLVED that the City Manager be, and he hereby is, authorized and directed to make on behalf of the City of Alexandria any other changes to the Plan as may be requested by the Internal Revenue Service, or, based on the advice of counsel, as may be necessary or desirable for the Plan to meet or continue to meet the requirements for qualification under Section 401(a) of the Internal Revenue Code of 1986, as amended, and of the Economic Growth and Tax Relief Reconciliation Act of 2001, as applicable; and

BE IT FURTHER RESOLVED that this Resolution shall be effective immediately; provided, however, that the amendments hereby approved shall be effective as stated in the Plan Amendment.

ADOPTED: December 10, 2002


KERRY J. DONLEY MAYOR

ATTEST:


Beverly I. Jett, CMC City Clerk

**FIRST AMENDMENT TO
THE CITY OF ALEXANDRIA SUPPLEMENTAL RETIREMENT PLAN**

Pursuant to the powers of amendment reserved under Section 14.1 of the City of Alexandria Supplemental Retirement Plan, as amended and restated effective as of January 1, 1999, said Plan shall be and the same is hereby amended by the City of Alexandria (the "City"), effective as of July 1, 2003, or such earlier date as reflected herein, as follows:

FIRST CHANGE

Section 1.1(o) shall be deleted in its entirety and the following shall be substituted in lieu thereof:

The "**Earnings**" for a Full-Time Participant means his rate of annual basic compensation from the City for services as an Employee as of the latest December 1, excluding overtime, commissions, bonuses, and other additional compensation. If a Participant is not employed on such date, his Earnings is his fixed rate of compensation on his Entry Date, translated to an annual basis. Earnings for a Part-Time Employee means the annual rate of basic compensation (excluding overtime, commissions, bonuses, and other additional compensation) applicable to a Full-Time employee in the same position for services as an Employee as of the latest December 1. Earnings for a member of the City Council means the rate of annual basic compensation as in effect on July 1, 2003 (and thereafter as of the latest December 1) that is paid to a member of the City Council and treated as wages under Section 3401(a) of the Code.

Effective as of January 1, 1996, Compensation with respect to any Plan Year shall in no event exceed the dollar limit specified in Code Section 401(a)(17) (as adjusted from time to time by the Secretary of the Treasury).

SECOND CHANGE

Section 1.1(p) shall be deleted in its entirety and the following shall be substituted in lieu thereof:

An "**Employee**" means

A member of the City Council (a "**City Employee**").

Any individual who is treated by the City as a regular Full-Time or

Part-Time employee of the City for payroll purposes other than (i) a police officer or firefighter covered by another pension plan to which the City makes contributions or (ii) any employee of the city school system (also a **"City Employee"**).

Any individual employed by the Commonwealth of Virginia Department of Health, Division of Community Health Services who works for the Alexandria Health Department on a full-time basis (a **"Health Department Employee"**).

For this purpose, a "Full-Time Employee" means any member of the City Council and any other City Employee who is classified and treated by the City as a full-time employee. The term "Full-Time Employee" also includes any Health Department Employee who is treated by the City as a full-time employee for purposes of this Plan. A "Part-Time Employee" means any City Employee who is classified and treated by the City as a part-time employee and who is scheduled to work at least twenty (20) hours per week. The term "Part-Time Employee" does not include any Health Department Employee.

For purposes of the Plan, a member of the City Council is deemed to be in the employment of the City during the period he is serving as a member of the City Council.

Seasonal employees and employees who are not classified and treated by the City or the Commonwealth of Virginia, Department of Health as regular employees are not considered "Employees" for purposes of the Plan and are not eligible to participate in the Plan.

For purposes of the Plan, any "leased employee," other than an excludable leased employee, shall be treated as an employee of the City; provided, however, that no "leased employee" shall become an Employee or shall accrue a benefit hereunder based on service as a "leased employee".

A "leased employee" means any person who performs services for the City (the "recipient") (other than an employee of the recipient) pursuant to an agreement between the recipient and any other person (the "leasing organization") on a substantially full-time basis for a period of at least one (1) year, provided that such services are performed under the primary direction or control of the recipient. An "excludable leased employee" means any leased employee of the recipient who is covered by a money purchase pension plan maintained by the leasing organization which provides for (i) a nonintegrated employer contribution on behalf of each participant in the plan equal to at least ten percent of compensation, (ii) full and immediate vesting,

and (iii) immediate participation by employees of the leasing organization (other than employees who perform substantially all of their services for the leasing organization or whose compensation from the leasing organization in each plan year during the four-year period ending with the plan year is less than \$1,000); provided, however, that leased employees do not constitute more than 20 percent of the recipient's nonhighly compensated work force. For purposes of this Section, contributions or benefits provided to a leased employee by the leasing organization that are attributable to services performed for the recipient shall be treated as provided by the recipient.

Notwithstanding anything to the contrary, the term Employee shall not include any individual classified by the City as working or providing services in a capacity other than as an Employee (including, without limitation, a person classified as an independent contractor or any person performing services for the City under a contract between the City and a leasing or other third party organization), notwithstanding the later reclassification, by a court or any governmental agency, of the person as a common law employee of the City.

THIRD CHANGE

The following sentence shall be added to the end of Section 1.1(s):

In the case of the City Council, the Employment Commencement Date means the date on which a member is sworn in as and officially becomes a member of the City Council.

FOURTH CHANGE

The following paragraph shall be added to the end of Section 1.1(t):

“A member of the City Council shall be deemed to have reached his Employment Severance Date on the day he ceases to be a member of the City Council.”

FIFTH CHANGE

The following new subsection (g) shall be added to Section 2.1:

A member of the City Council shall receive credit for Service as a member of the City Council from his Employment Commencement Date through the member's Employment Severance Date. However, Credited Service shall be

measured (based on Service as a member of the City Council) from the later of (i) July 1, 2003 or (ii) the Council member's Employment Commencement Date.

SIXTH CHANGE

A new Article XVI shall be added to the Plan effective as of January 1, 2002, as follows:

“ARTICLE XVI

EGTRRA AMENDMENTS

16.1 Effective Date of Article

This Article XVI is intended to reflect certain provisions of the Economic Growth and Tax Relief Reconciliation Act of 2001 (“EGTRRA”) and to demonstrate good faith compliance with the provisions of EGTRRA. The provisions of this Article XVI shall be construed in accordance with EGTRRA and guidance issued thereunder. The provisions of this Article shall supersede the provisions of the Plan to the extent those provisions are inconsistent with the provisions of this Article.

16.2 Limitations on Benefits

(a) **Defined benefit dollar limitation.** The “defined benefit dollar limitation” is \$160,000, as adjusted, effective January 1 of each year, under Section 415(d) of the Code in such manner as the Secretary shall prescribe, and payable in the form of a straight life annuity. A limitation as adjusted under Section 415(d) of the Code will apply to limitation years ending with or within the calendar year for which the adjustment applies.

(b) **Maximum permissible benefit:** The “maximum permissible benefit” is the defined benefit dollar limitation (as adjusted where required, as provided in (1) and, if applicable, in (2) or (3) below).

(1) If the Participant has fewer than 10 years of participation in the Plan, the defined benefit dollar limitation shall be multiplied by a fraction, (i) the numerator of which is the number of years (or part thereof) of participation in the Plan and (ii) the denominator of which is 10.

(2) Subject to the provisions of Section 415(b)(2)(G) (relating to qualified police or firefighters), if the benefit of a Participant begins prior to age 62, the defined benefit dollar limitation applicable to the Participant at such earlier age is an annual benefit payable in the form of a straight life annuity beginning at the earlier age that is the actuarial equivalent of the defined benefit dollar limitation

applicable to the Participant at age 62 (adjusted under (1) above, if required). The defined benefit dollar limitation applicable at an age prior to age 62 is determined as the lesser of (i) the actuarial equivalent (at such age) of the defined benefit dollar limitation computed using the interest rate and mortality table (or other tabular factor) specified in Exhibit A of the Plan and (ii) the actuarial equivalent (at such age) of the defined benefit dollar limitation computed using a 5 percent interest rate and the applicable mortality table as defined in Exhibit A of the Plan. Any decrease in the defined benefit dollar limitation determined in accordance with this paragraph (2) shall not reflect a mortality decrement if benefits are not forfeited upon the death of the Participant. If any benefits are forfeited upon death, the full mortality decrement is taken into account.

(3) If the benefit of a Participant begins after the Participant attains age 65, the defined benefit dollar limitation applicable to the Participant at the later age is the annual benefit payable in the form of a straight life annuity beginning at the later age that is actuarially equivalent to the defined benefit dollar limitation applicable to the Participant at age 65 (adjusted under (1) above, if required). The actuarial equivalent of the defined benefit dollar limitation applicable at an age after age 65 is determined as (i) the lesser of the actuarial equivalent (at such age) of the defined benefit dollar limitation computed using the interest rate and mortality table (or other tabular factor) specified in Exhibit A of the Plan and (ii) the actuarial equivalent (at such age) of the defined benefit dollar limitation computed using a 5 percent interest rate assumption and the applicable mortality table as defined in Exhibit A of the Plan. For these purposes, mortality between age 65 and the age at which benefits commence shall be ignored.

(c) Benefit increases resulting from the increase in the limitations of Section 415(b) of the Code shall be provided to all employees participating in the Plan who have one Hour of Service on or after the first day of the first limitation year ending after December 31, 2001.

16.3 Increase in Earnings Limit

(a) The annual Earnings of each Participant taken into account in determining benefit accruals for any Plan Year beginning after December 31, 2001, shall not exceed \$200,000, as adjusted for cost-of-living increases in accordance with Section 401(a)(17)(B) of the Code. Annual Earnings means Earnings during the plan year or such other consecutive 12-month period over which Earnings are otherwise determined under the Plan (the determination period). The cost-of-living adjustment in effect for a calendar year applies to annual Earnings for the determination period that begins with or within such calendar year.

(b) In determining benefit accruals in Plan Years beginning after December 31, 2001, the annual Earnings limit in Article I, Section 14 for

determination periods beginning before January 1, 2002, shall be \$150,000 for any determination period beginning in 1996 or earlier, \$160,000 for any determination period beginning in 1997, 1998, or 1999; and \$170,000 for any determination period beginning in 2000 or 2001.

16.4 Direct Rollovers of Plan Distributions

(a) This Section shall apply to distributions made after December 31, 2001.

(b) Modification of definition of eligible retirement plan. For purposes of the direct rollover provisions of the Plan, an eligible retirement plan shall also mean an annuity contract described in Section 403(b) of the Code and an eligible plan under Section 457(b) of the Code which is maintained by a state, political subdivision of a state, or any agency or instrumentality of a state or political subdivision of a state and which agrees to separately account for amounts transferred into such plan from this Plan. The definition of eligible retirement plan shall also apply in the case of a distribution to a surviving spouse, or to a spouse or former spouse who is the alternate payee under a domestic relation order, as defined in Section 414(p) of the Code.

(c) Modification of definition of eligible rollover distribution to include after-tax employee contributions. For purposes of the direct rollover provisions of the Plan, a portion of a distribution shall not fail to be an eligible rollover distribution merely because the portion consists of after-tax employee contributions which are not includible in gross income. However, such portion may be transferred only to an individual retirement account or annuity described in Section 408(a) or (b) of the Code, or to a qualified defined contribution plan described in Section 401(a) or 403(a) of the Code that agrees to separately account for amounts so transferred, including separately accounting for the portion of such distribution which is includible in gross income and the portion of such distribution which is not so includible.”

SEVENTH CHANGE

A new Article XVII shall be added to the Plan effective as of January 1, 2002, as follows:

“ARTICLE XVII

MINIMUM DISTRIBUTION REQUIREMENTS

A. General Rules.

(1) The provisions of this Article XVII will apply for purposes of

determining required minimum distributions for calendar years beginning with the 2003 calendar year.

(2) The requirements of this Article XVII will take precedence over any inconsistent provisions of the Plan.

(3) All distributions required under this Article XVII will be determined and made in accordance with the Treasury Regulations under Section 401(a)(9) of the Internal Revenue Code.

B. Time and Manner of Distribution.

(1) The Participant's entire interest will be distributed, or begin to be distributed, to the Participant no later than the Participant's Required Beginning Date.

(2) If the Participant dies before distributions begin, the Participant's entire interest (if any) will be distributed, or begin to be distributed, no later than as follows:

(a) If the Participant's surviving spouse is the Participant's sole Designated Beneficiary, distributions to the surviving spouse shall begin by December 31 of the calendar year immediately following the year in which the Participant died, or by December 31 of the calendar year in which the Participant would have attained age 70-1/2, if later.

(b) If the Participant's surviving spouse is not the Participant's sole Designated Beneficiary, distributions to the Designated Beneficiary shall begin by December 31 of the calendar year immediately following the calendar year in which the Participant died.

(c) If there is no Designated Beneficiary as of September 30 of the year following the year of the Participant's death, the Participant's entire interest (if any) will be distributed by December 31 of the calendar year containing the fifth anniversary of the Participant's death.

(d) If the Participant's surviving spouse is the Participant's sole Designated Beneficiary and the surviving spouse dies after the Participant but before distributions to the surviving spouse begin, this Section B, other than Section B(2)(a), will apply as if the surviving spouse were the Participant.

For purposes of this Section B and Section E, distributions are considered to begin on the Participant's Required Beginning Date (or, if Section B(2)(c) applies, the date distributions are required to begin to the surviving spouse under Section B(2)(a)). If annuity payments irrevocably commence to the Participant before the Participant's Required Beginning Date (or to the Participant's surviving spouse before the date

distributions are required to begin to the surviving spouse under Section B(2)(a)), the date distributions are considered to begin is the date distributions actually commence.

(c) Unless the Participant's interest is distributed in the form of an annuity purchased from an insurance company or in a single sum on or before the Required Beginning Date, as of the first Distribution Calendar Year distributions will be made in accordance with Sections C, D and E. If the Participant's interest is distributed in the form of an annuity purchased from an insurance company, distributions thereunder will be made in accordance with the requirements of Section 401(a)(9) of the Code and the Treasury Regulations.

C. Determination of Amount to be Distributed Each Year.

(1) If the Participant's interest is paid in the form of annuity distributions under the Plan, payments under the annuity will satisfy the following requirements:

(a) the annuity distributions will be paid in periodic payments made at intervals not longer than 1 year;

(b) the distribution period will be over a life (or lives) or over a period certain not longer than the period described in Sections D or E;

(c) once payments have begun over a period certain, the period certain will not be changed even if the period certain is shorter than the maximum permitted;

(d) payments will either be non-increasing or increase only as follows:

(1) by an annual percentage increase that does not exceed the annual percentage increase in a cost-of-living index that is based on prices of all items and issued by the Bureau of Labor Statistics;

(2) to the extent of the reduction in the amount of the Participant's payments to provide for a survivor benefit upon death, but only if the beneficiary whose life was being used to determine the distribution period described in Section D dies or is no longer the Participant's beneficiary pursuant to a qualified domestic relations order within the meaning of Section 414(p);

(3) to provide cash refunds of employee contributions upon the Participant's death; or

(4) to pay increased benefits that result from a Plan amendment.

(b) The amount that must be distributed on or before the Participant's Required Beginning Date (or, if the Participant dies before distributions begin, the

date distributions are required to begin under Section B) is the payment that is required for one payment interval. The second payment need not be made until the end of the next payment interval even if that payment interval ends in the next calendar year. Payment intervals are the periods for which payments are received, e.g., bi-monthly, monthly, semi-annually, or annually. All of the Participant's benefit accruals as of the last day of the first Distribution Calendar Year will be included in the calculation of the amount of the annuity payments for payment intervals ending on or after the Participant's Required Beginning Date.

(c) Any additional benefits accruing to the Participant in a calendar year after the first Distribution Calendar Year will be distributed beginning with the first payment interval ending in the calendar year immediately following the calendar year in which such amount accrues.

D. Requirements For Annuity Distributions That Commence During Participant's Lifetime.

(1) If the Participant's interest is being distributed in the form of a joint and survivor annuity for the joint lives of the Participant and a non-spouse beneficiary, annuity payments to be made on or after the Participant's Required Beginning Date to the Designated Beneficiary after the Participant's death must not at any time exceed the applicable percentage of the annuity payment for such period that would have been payable to the Participant using the table set forth in Q&A-2 of Section 1.401(a)(9)-6T of the Treasury Regulations. If the form of distribution combines a joint and survivor annuity for the joint lives of the Participant and a non-spouse beneficiary and a period certain annuity, the requirement in the preceding sentence will apply to annuity payments to be made to the Designated Beneficiary after the expiration of the period certain.

(2) Unless the Participant's spouse is the sole Designated Beneficiary and the form of distribution is a period certain and no life annuity, the period certain for an annuity distribution commencing during the Participant's lifetime may not exceed the applicable distribution period for the Participant under the Uniform Lifetime Table set forth in Section 1.401(a)(9)-9 of the Treasury Regulations for the calendar year that contains the annuity starting date. If the annuity starting date precedes the year in which the Participant reaches age 70, the applicable distribution period for the Participant is the distribution period for age 70 under the Uniform Lifetime Table set forth in Section 1.401(a)(9)-9 of the Treasury Regulations plus the excess of 70 over the age of the Participant as of the Participant's birthday in the year that contains the annuity starting date. If the Participant's spouse is the Participant's sole Designated Beneficiary and the form of distribution is a period certain and no life annuity, the period certain may not exceed the longer of the Participant's applicable distribution period, as determined under this Section D(2), or the joint life and last survivor

expectancy of the Participant and the Participant's spouse as determined under the Joint and Last Survivor Table set forth in Section 1.401(a)(9)-9 of the Treasury Regulations, using the Participant's and spouse's attained ages as of the Participant's and spouse's birthdays in the calendar year that contains the annuity starting date.

E. Requirements For Minimum Distributions Where Participant Dies Before Date Distributions Begin.

(a) If the Participant dies before the date distribution of his or her interest begins and there is a Designated Beneficiary, the Participant's entire interest (if any) will be distributed, beginning no later than the time described in Section B(2)(a) or B(2)(b), over the life of the Designated Beneficiary or over a period certain not exceeding:

(1) unless the annuity starting date is before the first Distribution Calendar Year, the Life Expectancy of the Designated Beneficiary determined using the beneficiary's age as of the beneficiary's birthday in the calendar year immediately following the calendar year of the Participant's death; or

(2) if the annuity starting date is before the first Distribution Calendar Year, the Life Expectancy of the Designated Beneficiary determined using the beneficiary's age as of the beneficiary's birthday in the calendar year that contains the annuity starting date.

(b) If the Participant dies before the date distributions begin and there is no Designated Beneficiary as of September 30 of the year following the year of the Participant's death, distribution of the Participant's entire interest (if any) will be completed by December 31 of the calendar year containing the fifth anniversary of the Participant's death.

(c) If the Participant dies before the date distribution of his or her interest begins, the Participant's surviving spouse is the Participant's sole Designated Beneficiary, and the surviving spouse dies before distributions to the surviving spouse begin, this Section E will apply as if the surviving spouse were the Participant, except that the time by which distributions must begin will be determined without regard to Section B(2)(a).

F. Definitions.

(a) **Designated Beneficiary** means the individual who is designated as the beneficiary under Section 9.2 of the Plan and is the designated beneficiary under Section 401(a)(9) of the Internal Revenue Code and Section 1.401(a)(9)-1, Q&A-4, of the Treasury Regulations.

(b) **Distribution Calendar Year** means a calendar year for which a

minimum distribution is required. For distributions beginning before the Participant's death, the first distribution calendar year is the calendar year immediately preceding the calendar year which contains the Participant's Required Beginning Date. For distributions beginning after the Participant's death, the first Distribution Calendar Year is the calendar year in which distributions are required to begin pursuant to Section B.

(c) **Life Expectancy** means life expectancy as computed by use of the Single Life Table in Section 1.401(a)(9)-9 of the Treasury Regulations.

(d) **Required Beginning Date** means the April 1 of the calendar year following the later of the date the Participant attains age 70-1/2 or the Participant retires from employment.”

EIGHTH CHANGE

Effective for distributions with annuity starting dates on or after December 31, 2002, notwithstanding any Plan provisions to the contrary, the “GATT Mortality Table” used for purposes of applying the limitations on benefits placed thereon by Section 415 of the Internal Revenue Code and Section 4.7 of the Plan is the mortality table prescribed in Revenue Ruling 2001-62.

The City of Alexandria Pension Plan for Firefighters and Police Officers, as amended and restated effective as of December 31, 2001 and as amended by the foregoing changes is hereby ratified and confirmed in all respects.

IN WITNESS WHEREOF, The City has caused this First Amendment to be executed this ____ day of _____, 2002.

THE CITY OF ALEXANDRIA

By: _____
Phillip G. Sunderland, City Manager