

## ANNUAL REPORT

BOARD OF DEFERRED COMPENSATION ADMINISTRATION 2009

# ELECTED OFFICIALS <br> of the <br> CITY OF LOS ANGELES CALIFORNIA 

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CARMEN A. TRUTANICH
CITY ATTORNEY
WENDY GREUEL CONTROLLER

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# BOARD OF <br> DEFERRED COMPENSATION ADMINISTRATION 

for the

## CITY OF LOS ANGELES DEFERRED COMPENSATION PLAN

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General Manager of Los Angeles City Employees’ Retirement System
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Retired Participant Representative

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Third Provisional Chair
General Manager of Personnel Department

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Retirement Plan Manager
Department of Water and Power Retirement
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MICHAEL A. PEREZ
General Manager of Fire and Police Pensions

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BOARD OF DEFERRED
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RICHARD KRAUS VICE-CHAIRPERSON SANGEETA BHATIA CLIFF CANNON SALLY CHOI JOHN R. MUMMA MICHAEL A. PEREZ MARGARET M. WHELAN

\section*{CITY OF LOS ANGELES}

CALIFORNIA

June 15, 2010

The Honorable Antonio R. Villaraigosa, Mayor
Honorable Council of the City of Los Angeles
Deferred Compensation Plan Participants

On behalf of the Board of Deferred Compensation Administration, I am pleased to submit the City of Los Angeles Deferred Compensation Plan Annual Report for 2009. This report provides a review of the Plan, its holdings, and participant activities for the 2009 calendar year.

The past year was a tumultuous one but ended more positively than it began. Following a stock market decline that reached its nadir in March, the market recovered much of its prior losses over the past two years and ended with significant gains.

During the City's ongoing fiscal crisis, the Plan has been a welcome resource to employees navigating wage reductions and financial pressures. Reducing contributions, borrowing from their accounts, or taking hardship withdrawals are some of the ways participants have used the Plan to help cope with salary shortfalls and the economic impact of the recession. Although the Plan is intended first and foremost as a retirement vehicle, it has other utility as well, as recent experience demonstrates.

Despite economic and budgetary headwinds, total membership continued to increase, ending the year at just over 40,700 participants. Our ongoing focus on stability, planning for the future, and financial security continues to resonate strongly with City employees. We look forward to ongoing recovery in 2010 and beyond.

Respectfully submitted,

Eugene K. Canzano, Chairperson
Board of Deferred Compensation Administration

\section*{PLAN OVERVIEW}

\section*{What is the Deferred Compensation Plan?}

The City of Los Angeles Deferred Compensation Plan is a non-qualified taxdeferred savings program established in 1983 under IRC Section 457 and City of Los Angeles Administrative Code, Division 4, Chapter 14. It is open to all full-time employees who are members of one of the City's defined benefit retirement/pension systems, and is intended as a supplement to those plans. Contributions and earnings are tax-deferred until funds are withdrawn.

\section*{How Much Can Be Contributed to the Plan?}

In 2009 participants were eligible to contribute up to \(\$ 16,500\) from their regular wages if below age 50 ; up to \(\$ 22,000\) if age 50 or older; and up to \(\$ 33,000\) if eligible for and enrolled in special "Catch-Up" provisions. The City does not provide a matching contribution. Plan assets are protected by being held in trust for the exclusive benefit of Plan participants.

\section*{How and When Can Funds Be Distributed?}

Funds can be withdrawn without penalty at any age so long as a participant has separated from service. In addition, active employees can withdraw funds through hardship withdrawal or by meeting certain de mimimis withdrawal provisions. Active employees are further eligible to borrow from their accounts through a loan program.

\section*{How Can the Funds Be Invested?}

The Plan provides participants with a variety of investment choices including savings options, bond funds and stock funds. The Plan also offers a SelfDirected Brokerage Option providing access to additional mutual funds, exchange-traded-funds, stocks, bonds, and Certificates of Deposit.

\section*{How is the Plan Governed?}

The City Council established the Board of Deferred Compensation Administration to provide administrative oversight of the Plan. The ninemember Board includes the General Manager City Employees' Retirement System; General Manager Fire and Police Pension Plan; Plan Manager of the Department of Water and Power Employees' Retirement Plan; three elected employee representatives from each of the afore-mentioned plans; a Certified Union Representative; a retired participant representative; and the General Manager Personnel Department. The Board has support staff and contracted entities to carry out Plan administration, as indicated on the following page.

\section*{ADMINISTRATIVE STRUCTURE}

\section*{BOARD OF DEFERRED COMPENSATION ADMINISTRATION (Plan oversight and administration)}


City Attorney
(Board counsel, contract review, interpretive guidance, beneficiary and divorce claims)

\section*{Consulting Services}
(Advisory Functions: RFP development, bid review, plan design recommendations, investment performance monitoring)

\section*{ACTIVITIES \& STATISTICS}

Participation - As of December 31, 2009, the City's Plan had a total of 40,702 participant accounts, a \(1.5 \%\) increase from the previous year. The Plan Administrator recorded 1,473 new enrollments between January \(1^{\text {st }}\) and December \(31^{\text {st }} 2009\). The total number of contributing participants represents \(61.4 \%\) of the eligible employee population (a breakdown of departmental participation rates is provided as Appendix A to this report). The chart below indicates the steady increase in total enrollment levels from 2002 through 2009:


Plan Assets - Year-end total Plan assets were \(\$ 2,828,435,629\), in comparison to \(\$ 2,279,918,897\) at year-end 2008 . This represents a \(24.1 \%\) year-over-year increase, of which \(13.84 \%\) was attributable to market returns and \(10.26 \%\) to participant contributions/rollovers.


Fund Changes and Asset Allocation - Plan assets shifted in 2009 as a result of both the recovery in the equity/bond markets as well as decisions to eliminate several options from the core menu (for both performance reasons as well as to help streamline the menu and improve upon safety of assets):
(1) The Hartford General Account was eliminated and its assets consolidated within the Plan's Stable Value Fund, a measure which provided for greater security of those assets through broader diversification of the underlying holdings.
(2) The Board created a new blended Bank Deposit Savings Account Option, with three underlying bank providers, for the purpose of greater diversification and expanding the amount of Federal Deposit Insurance Corporation (FDIC) insurance available to participants.
(3) The Board eliminated the Hartford Stock Fund and Hartford Advisers Fund, moving those assets into lower-cost and more-diversified options.

Below is a summary comparison of how assets shifted by asset class from 2008 to 2009:

\section*{2009 Plan Assets Breakdown}


\section*{2008 Plan Assets Breakdown}


Net Cash Flows - The charts below indicate changes in net cash flow activity over the past two years. In 2009, the strongest cash flows were to the Plan's Savings/Fixed account products, bond funds and asset allocation funds.


\section*{Net Cash Flow 2008}


Loan Program - The City's loan program, introduced in 2004, continues to generate significant participant activity. However, the percentage of Plan assets loaned to participants is still small relative to the Plan as a whole \(\$ 219.8\) million or \(7.8 \%\) of Plan assets (versus \(7.4 \%\) at year-end 2008).



Contributions - Salary deferrals decreased 4.3\% in 2009, despite the higher annual limits compared to 2008. Participants reduced contributions likely in reaction to furloughs, potential layoffs, and the overall economic environment.


Rollovers - Rollover activity decreased substantially in 2009, and for the first time more funds rolled into the Plan than rolled out. On a net basis, 0.03\% of assets were rolled into the Plan in 2009, versus \(0.14 \%\) rolled out in 2008. Much of the funds entering the Plan came from sworn participants in the City's Deferred Retirement Option Plan ("DROP").


Plan Assets by Participant/Balance Levels - The graph below separates Plan assets by the number of participants and account balances. Relative to the prior year, the percentage of participants with less than \(\$ 50,000\) stayed constant at \(61 \%\) and several of the mid-level categories grew slightly. This indicates rising average account balances for 2009 reflecting increasing market values.


Distributions - The table below breaks down distribution types by election and dollars. The vast majority of participants elect periodic payments. However, loans comprise the largest segment of total dollars distributed.



Hardships - As a likely result of the difficult economic climate, Great-West processed 324 hardship applications in 2009, up from 160 the previous year, a \(103 \%\) increase and the largest number since the introduction of the Plan. The graph below indicates the number of hardship applications reviewed from 1995 through 2009.

Hardships - 1995-2009


Phone Line/Website Statistics - The following graph demonstrates 2009 participant activity via the primary toll-free line as well as the Plan website. As the graph indicates, participants utilize the website to a much greater extent than the toll free line.


Local Service Statistics -The following charts indicate total 2009 local participant contact (including phone calls to the local service center and inperson meetings); group meeting attendance; individual counseling sessions; and local office phone calls:

\section*{Total Local-Office Participant Contact:}


Group Meeting Attendance:


Individual Counseling Sessions:


Local Office Phone Calls:


Performance Returns - Altogether, the overall 2009 participant return for all Plan assets was \(13.84 \%\). The following table indicates performance for calendar year 2009 as well as the three, five and ten year periods:


Budgetary Accounts - The Plan maintains several accounts to fund the costs of administration, both internal and external. Presently, Plan participant accounts are assessed an annual asset based fee of \(0.10 \%\), with a fee cap of \(\$ 125\) annually for those account balances over \(\$ 125,000\). These revenue sources reimburse the Plan's contractual obligations to the Plan Administrator as well as address the City's internal costs. A reserve is maintained to guard against fluctuations of Plan assets. The following is a summary of Plan revenue/expenses as well as the status of the current surplus.


\section*{Looking Forward}

The Board has some major initiatives it is focusing on for the future. Primary among these is streamlining the Plan's core investment menu and re-branding options by asset class to encourage greater diversification in participant investments. In addition, the Board is continuing to develop new guidelines and more effective processes related to governance, service procurement, and services to participants. As always, we will work closely with our participants and encourage their feedback as we move forward.

Appendix A
\begin{tabular}{|c|c|c|c|c|c|c|c|c|}
\hline Department Name & \[
\begin{aligned}
& \text { Current } \\
& \text { Eligible } \\
& \text { 1/09 }
\end{aligned}
\] & Current Contrib 1/09 & Previous \% Contrib & Current
Eligible
\(1 / 10\) & Current Contrib 1/10 & Current \% Contrib. & \% Difference] & \# Difference \\
\hline AIRPORTS & 3,402 & 1,643 & 48.3\% & 3,282 & 1,606 & 48.9\% & 0.6\% & (37) \\
\hline ANIMAL SERVICES & 365 & 139 & 38.1\% & 360 & 159 & 44.2\% & 6.1\% & 20 \\
\hline AGING & 45 & 36 & 80.0\% & 44 & 32 & 72.7\% & (7.3\%) & (4) \\
\hline BUILDING \& SAFETY & 961 & 494 & 51.4\% & 884 & 447 & 50.6\% & (0.8\%) & (47) \\
\hline CAO & 126 & 91 & 72.2\% & 123 & 84 & 68.3\% & (3.9\%) & (7) \\
\hline CITY ATTORNEY & 986 & 587 & 59.5\% & 951 & 559 & 58.8\% & (0.7\%) & (28) \\
\hline CITY CLERK & 165 & 75 & 45.5\% & 124 & 77 & 62.1\% & 16.6\% & 2 \\
\hline CDD & 276 & 147 & 53.3\% & 270 & 143 & 53.0\% & (0.3\%) & (4) \\
\hline COLISEUM & 30 & 13 & 43.3\% & 30 & 13 & 43.3\% & 0.0\% & 0 \\
\hline HUMAN SERVICES & 28 & 14 & 50.0\% & 22 & 13 & 59.1\% & 9.1\% & (1) \\
\hline CONTROLLER & 183 & 135 & 73.8\% & 176 & 129 & 73.3\% & (0.5\%) & (6) \\
\hline CONVENTION CENTER & 152 & 80 & 52.6\% & 134 & 77 & 57.5\% & 4.9\% & (3) \\
\hline COUNCIL & 359 & 109 & 30.4\% & 336 & 94 & 28.0\% & (2.4\%) & (15) \\
\hline CULTURAL AFFAIRS & 62 & 31 & 50.0\% & 61 & 25 & 41.0\% & (9.0\%) & (6) \\
\hline DEPT ON DISABILITY & 18 & 12 & 66.7\% & 18 & 12 & 66.7\% & 0.0\% & 0 \\
\hline DWP & 8,860 & 5,522 & 62.3\% & 9,215 & 5,715 & 62.0\% & (0.3\%) & 193 \\
\hline EL PBLO LA HIST MNT AUT & 17 & 9 & 52.9\% & 16 & 7 & 43.8\% & (9.1\%) & (2) \\
\hline EMERGENCY PREPAREDESS DEPT & 27 & 17 & 63.0\% & 24 & 15 & 62.5\% & (0.5\%) & (2) \\
\hline EMPLOYEE RELATIONS & 3 & 1 & 33.3\% & 3 & 0 & 0.00\% & (33.3\%) & (1) \\
\hline ENVIRONMENTAL AFFAIRS & 28 & 18 & 64.3\% & 26 & 17 & 65.4\% & 1.1\% & (1) \\
\hline FIRE - FIREFIGHTERS & 3,719 & 3,111 & 83.7\% & 3,648 & 3,065 & 84.0\% & 0.3\% & (46) \\
\hline FIRE CIVILIAN & 364 & 203 & 55.8\% & 336 & 188 & 56.0\% & 0.2\% & (15) \\
\hline GENERAL SERVICES & 2,248 & 972 & 43.2\% & 2,073 & 923 & 44.5\% & 1.3\% & (49) \\
\hline HARBOR & 969 & 541 & 55.8\% & 940 & 545 & 58.0\% & 2.2\% & 4 \\
\hline HOUSING & 525 & 288 & 54.9\% & 514 & 288 & 56.0\% & 1.1\% & 0 \\
\hline ITA & 726 & 512 & 70.5\% & 672 & 469 & 69.8\% & (0.7\%) & (43) \\
\hline LACERS & 130 & 94 & 72.3\% & 127 & 91 & 71.7\% & (0.6\%) & (3) \\
\hline LIBRARY & 830 & 380 & 45.8\% & 784 & 354 & 45.2\% & (0.6\%) & (26) \\
\hline MAYOR & 174 & 33 & 19.0\% & 191 & 37 & 19.4\% & 0.4\% & 4 \\
\hline NEIGHBORHOOD EMPOWERMENT & 42 & 32 & 76.2\% & 38 & 31 & 81.6\% & 5.4\% & (1) \\
\hline PENSIONS & 104 & 63 & 60.6\% & 103 & 63 & 61.2\% & 0.6\% & 0 \\
\hline PERSONNEL C S 1 & 475 & 311 & 65.5\% & 448 & 288 & 64.3\% & (1.2\%) & (23) \\
\hline PLANNING & 301 & 186 & 61.8\% & 275 & 171 & 62.2\% & 0.4\% & (15) \\
\hline POLICE OFFICERS & 9,844 & 7,707 & 78.3\% & 9,946 & 7,819 & 78.6\% & 0.3\% & 112 \\
\hline POLICE CIVILIAN & 3,192 & 1,853 & 58.1\% & 3,133 & 1,777 & 56.7\% & (1.4\%) & (76) \\
\hline PUBLIC WORKS & 5,693 & 2,843 & 49.9\% & 5,316 & 2,583 & 48.6\% & (1.3\%) & (260) \\
\hline RECREATION \& PARKS & 1,881 & 746 & 39.7\% & 1,761 & 719 & 40.8\% & 1.1\% & (27) \\
\hline TRANSPORTATION & 1,595 & 817 & 51.2\% & 1,503 & 810 & 53.9\% & 2.7\% & (7) \\
\hline TREASURER & 403 & 252 & 62.5\% & 400 & 240 & 60.0\% & (2.5\%) & (12) \\
\hline LOS ANGELES ZOO & 217 & 91 & 41.9\% & 205 & 85 & 41.5\% & (0.4\%) & (6) \\
\hline TOTALS---> & 49,525 & 30,208 & 61.0\% & 48,512 & 29,770 & 61.4\% & 0.4\% & (438) \\
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