2025 ACT 44 DISCLOSURE FORM FOR ENTITIES PROVIDING PROFESSIONAL SERVICES TO THE PENSION SYSTEM(S) OF: BOROUGH OF LEESPORT

HEREINAFTER REFERRED TO AS THE "REQUESTING MUNICIPAL ENTITY"

CHAPTER 7-A OF ACT 44 OF 2009 MANDATES the annual disclosure of certain information by every entity (hereinafter **"Contractor"**) which provides professional services under contract to one or more of the pension funds of LEESPORT BOROUGH**,** Act 44 disclosure requirements apply to ***Contractors*** who provide professional pension services and receive payment of any kind from the ***Requesting Municipal Entity's*** pension fund. Your company falls under the requirements of Act 44 and must complete this disclosure form. You are expected to submit this completed form to the Requesting Municipal Entity below, **by December 1, 2025.** If for any reason you believe that Act 44 does not require you to complete this disclosure form, please provide a written explanation of your reason(s), not later than 15 days following receipt of this request. As changes occur and before the next disclosure is made, updates should be made in writing.

Return the completed disclosure to:
BOROUGH OF LEESPORT
SANDRA L PASCAVAGE
P. O. BOX 710 27 S. CANAL STREET
LEESPORT PA 19533
610-926-2115
leesportboro@comcast.net

Definitions for Disclosure

CONTRACTOR: Any person, company, or other entity that receives payments, fees, or any other form of compensation from a municipal pension fund in exchange for rendering professional services for the benefit of the municipal pension fund.

SUBCONTRACTOR OR ADVISOR: Anyone who is paid a fee or receives compensation from a municipal pension system – directly or indirectly from or through a contractor.

AFFILIATED ENTITY: Any of the following: **(1)** A subsidiary or holding company of a lobbying firm or other business entity owned in whole or in part by a lobbying firm; or **(2)** An organization recognized by the Internal Revenue Service as a tax-exempt organization under section 501(c) of the Internal Revenue Code of 1986 (Public Law 99-514, 26 U.S.C. § 501 (c)) established by a lobbyist or lobbying firm or an affiliated entity.

CONTRIBUTIONS: As defined in section 1621 of the act of June 3rd, 1937 (P.L. 1333, No. 320), known as the Pennsylvania Election Code.

POLITICAL COMMITTEE: As defined in section 1621of the act of June 3rd, 1937 (P.L. 1333, No. 320), known as the Pennsylvania Election Code

EXECUTIVE LEVEL EMPLOYEE: Any employee or person or the person's affiliated entity who: **(1)** Can affect or influence the outcome of the person's or affiliated entity's actions, policies, or decisions relating to pensions and the conduct of business with a municipality or a municipal pension system; or **(2)** Is directly involved in the implementation or development policies relating to pensions, investments, contracts or procurement or the conduct of business with a municipality or municipal pension system.

MUNICIPAL PENSION SYSTEM: Any qualifying pension plan, under Pennsylvania state law, for any municipality within the Commonwealth of Pennsylvania; includes the Pennsylvania Municipal Retirement System.
Example: The Police Pension Plan for the Borough of Winchesterville

MUNICIPAL PENSION SYSTEM OFFICIALS AND EMPLOYEES; MUNICIPAL OFFICIALS AND EMPLOYEES: Specifically, those **listed in Table 2 titled**: *"List of Pension System and Municipal Officials and Employees"* on the next page. Where applicable, includes any employee of the Requesting Municipal Entity.

PROFESSIONAL SERVICES CONTRACT: A contract to which the municipal pension system is a party that is: (1) for the purchase of professional services including investment services, legal services, real estate services, and other consulting services; and (2) not subject to a requirement that the lowest bid be accepted.

List of Municipal Officials for the Requesting Municipal Entity

CONTRACTORS: Certain requests for information in this form will refer to a **"List of Municipal Officials."** To assist you in preparing your answers, you should consider the following names to be a complete list of pension system and municipal officials and employees. Throughout this Disclosure Form, the below names will be referred to as the **"*List of Municipal Officials*."**

REQUESTING MUNICIPAL ENTITY: Enter below, a list of municipal officials that have any involvement in the administration or management of the pension system – Elected Officials, Appointed Officials and Employees, Board Members, or other Pension Committee Members (if applicable). Do not include employees that are not in a management position or serve on a pension committee or in a decision-making position relative to this pension system. If a category listed below is not applicable, enter "NA" in the top right box only.

TABLE 2: List of Municipal Officials and / or Employees – "*List of Municipal Officials*"

Elected Officials:			
Name:	**Title:**	**Name:**	**Title:**
SEE ATTACHED			
Employees or Appointed Officials:			
Name:	**Title:**	**Name:**	**Title:**
Others: Pension Committee Members (if applicable) (persons not already listed above):			
Name:	**Title:**	**Name:**	**Title:**

Identification of Contractors & Related Personnel

CONTRACTORS: (Review **"Definitions"** on page 2 before completing this form) Any entity who currently provides service(s) by means of a Professional Services Contract to the Municipal Pension System of the **Requesting Municipal Entity**, please complete all the following:

Identify the Municipal Pension System(s) for which you are providing information:

Indicate all that apply with an "X": [X] **Non-Uniform Plan** [ ] **Police Plan** [ ] **Fire Plan**

Instructions: For all that follow, any yes or affirmative response requires further information. Please provide this information to the extent detailed in each question. Answer all questions below, then on a separate sheet of paper provide the detailed information required and attach it to this Disclosure. Please refer to each question you are responding to by the appropriate number. **(Example: REF – Question #3). NOTE:** Question # 1 requires a detailed response. **All information provided for items 1- 4 above must be updated as changes occur.**

READ each question, put and "X" in the Yes or No Box to the left or right to respond. If necessary, provide the information requested for a yes or affirmative answer.

YES	Question	NO
X	**Q1:** Please provide the names and titles of all individuals providing professional services to the **Requesting Municipal Entity**'s pension plan(s) identified above. Also include the names and titles of any advisors and subcontractors of the Contractor, identifying them as such. After each name provide a description of the responsibilities of that person regarding the professional services being provided to each designated pension plan.	
	Q2: Please list the name and title of any ***Affiliated Entity*** and their ***Executive-level Employee(s)*** that require disclosure; after each name, include a brief description of their duties**. (See: Definitions)**	X
	Q3: Are any of the individuals named in Questions 1 and 2 above a current or former official or employee of the **Requesting Municipal Entity**? ** **IF "YES,"** provide the name of the person employed, their position with the municipality, and dates of employment.	X
X	**Q4:** Are any of the individuals named in **Item 1 or Item 2** above a current or former registered Federal or State lobbyist? ** **IF "YES,"** provide the name of the individual, specify whether they are a state or federal lobbyist, and the date of their most recent registration /renewal.	
	Q5: Since December 17th, 2009, has the ***Contractor,*** or any agent, officer, director, or employee of the ***Contractor*** solicited a contribution to any municipal officer or candidate for municipal office in the **Requesting Municipal Entity,** or to the political party or political action committee of that official or candidate? ** **IF "YES,"** identify the agent, officer, director, or employee who made the solicitation and the municipal officials, candidates, political party, or political committee who were solicited (to whom the solicitation was made).	X
	Q6: Within the past two years: Has the ***Contractor*** or an ***Affiliated Entity*** made any contributions to a municipal official or any candidate for municipal office in the **Requesting Municipal Entity?** ** **IF "YES,"** provide the name and address of the person(s) making the contribution, the contributor's relationship to the Contractor, the name and office or position of the person receiving the contribution, the date of the contribution, and the amount of the contribution.	X

Continued next page.

YES	Question	NO
	Q7: Since December 17th 2009, has the ***Contractor*** or an ***Affiliated Entity*** paid compensation to or employed any third party intermediary, agent, or lobbyist that is to directly or indirectly communicate with an official or employee of the ***Municipal Pension System*** of the **Requesting Municipal Entity** (OR), any municipal official or employee of the **Requesting Municipal Entity** in connection with any transaction or investment involving the ***Contractor*** and the Municipal Pension System of the **Requesting Municipal Entity?** **This question does not apply** to an officer or employee of the ***Contractor*** who is acting within the scope of the firm's standard professional duties on behalf of the firm, including the actual provision of legal, accounting, engineering, real estate, or other professional advice, services, or assistance pursuant to the professional services contact with municipality's pension system. **** IF "YES",** identify: **(1)** whom (the third party intermediary, agent, or lobbyist) was paid the compensation or employed by the ***Contractor*** or ***Affiliated Entity***, **(2)** their specific duties to directly or indirectly communicate with an official or employee of the ***Municipal Pension System*** of the **Requesting Municipal Entity** (OR), any municipal official or employee of the **Requesting Municipal Entity, (3)** the official they communicated with, and **(4)** the dates of this service.	**X**
	Q8: Does the ***Contractor*** or an ***Affiliated Entity*** have any direct financial, commercial, or business relationship with any official identified on the ***List of Municipal Officials***, of the **Requesting Municipal Entity?** **** IF "YES,"** identify the individual with whom the relationship exists and give a detailed description of that relationship. **NOTE:** A written letter is required from the **Requesting Municipal Entity** acknowledging the relationship and consenting to its existence. The letter must be attached to this disclosure. Contact the **Requesting Municipal Entity** to obtain this letter and attach it to this disclosure before submission.	**X**
	Q9: Since December 17th, 2009: Has the ***Contractor*** or an ***Affiliated Entity*** given any gifts having more than a nominal value to any official, employee or fiduciary – specifically, those on the ***List of Municipal Officials*** of the **Requesting Municipal Entity?** **** IF "YES,"** Provide the name of the person conferring the gift, the person receiving the gift, the office or position of the person receiving the gift, specify what the gift was, and the date conferred.	**X**
X	**Q 10:** Disclosure of contributions to any political entity in the Commonwealth of Pennsylvania **Applicability:** A "yes" response is required, and full disclosure is required **ONLY WHEN ALL** the following applies: **a)** The contribution was made within the last 5 years **b)** The contribution was made by an officer, director, executive-level employee, or owner of at least 5% of the ***Contractor*** or ***Affiliated Entity.*** **c)** The amount of the contribution was at least $500 and in the form of: **1.** A single contribution by a person in (b.) above, OR **2.** The aggregate of all contributions to all persons in (b.) above. **d)** The contribution was for **1.** Any candidate for any public office or any person who holds an office in the Commonwealth of Pennsylvania; or **2.** The political committee of a candidate for public office or any person that holds an office in the Commonwealth of Pennsylvania. **** IF "YES",** provide the name and address of the person(s) making the contribution, the contributor's relationship to the ***Contractor***, the name and office or position of the person receiving the contribution (or the political entity / party receiving the contribution), the date of the contribution, and the amount of the contribution.	

Continued next page.

YES	Question	NO
	Q11: With respect to your provision of professional services to the Municipal Pension System of the **Requesting Municipal Entity: Are** you, the ***Contractor***, aware of any apparent, potential, or actual conflicts of interest with respect to any officer, director or employee of the ***Contractor*** and officials or employees of the **Requesting Municipal Entity?** **NOTE: If, in the future,** you become aware of any apparent, potential, or actual conflict of interest, you are expected to update this **Disclosure Form** immediately in writing by: • Providing a brief synopsis of the conflict of interest (and); • An explanation of the steps taken to address this apparent, potential, or actual conflict of interest. **** IF "YES,"** Provide a detailed explanation of the circumstances which provide you with a basis to conclude that an apparent, potential, or actual conflict of interest may exist.	**X**

VERIFICATION

I, Amanda S. Potts, hereby state that I am the Director, MRT Operations for
(Name) **(Position)**
PA State Assoc. of Boroughs – Municipal Retirement Trust and I am authorized to make this verification.
(Contractor)
I hereby verify that the facts set forth in the foregoing Act 44 Disclosure Form for Entities Providing Professional Services to the ***Requesting Municipal Entity's Pension System(s)*** are true and correct to the best of my knowledge, information, and belief. I also understand that knowingly making material misstatements or omissions in this form could subject the responding Contractor to the penalties in Section 705-A(e) of Act 44.

I understand that false statements herein are made subject to the penalties of 18 P.A.C.S. § 4904 relating to unsworn falsification to authorities.

Amanda Potts

Signature

10/1/2025

Date

PSAB Municipal Retirement Trust 2025 Addendum
Required Disclosure Form Statements (updated as of 1 November 2025)

(Reference Question #1) List of MRT Personnel

PSAB Municipal Retirement Trust (MRT) – State Association and Pension Operations Contractor

The Municipal Retirement Trust is wholly owned and operated by the PSAB and is the primary contractor. The MRT employs several subcontracted firms to provide specific and unique services to the Trust. The principal PSAB-MRT team members are listed first, followed by those of each subcontractor.

Contractor Team Listing

PSAB Municipal Retirement Trust (MRT)
The PA State Association of Boroughs and Principal Pension Operations Contractor

Chris Cap, PSAB Executive Director – Serves as MRT Treasurer/Secretary
Amanda Potts, Director, MRT Operations
Joseph Scott, MRT Client Services Director – Inside/Outside pension service liaison

Sub-Contractor and Advising Team Listing

- ***Administrative, Accounting, Custodial, and Actuarial Companies***

Thomas J. Anderson & Associates – Trust Administrator (optional actuarial services)
James Kennedy, President – Manages Act 205 administrative compliance efforts. TPA Administrative Services.
(TJA offers optional actuarial services through an agreement with CBiz Actuary Svcs.)

Brown Plus– Trust Auditor
John W. Bonawitz, Jr., Principal – Supervises annual audit functions for the Trust.

Hamilton & Musser – Accounting Sub-contractor
Robert Mast, Shareholder – Manages account reporting, tax filings and fund disbursements.

Fulton Bank – Fund Depository
Tammy Snyder, VP of Corporate Development – Manages checking and disbursement accounts.

Morgan Stanley – Investment Market Monitor
H. Jeffrey Herb, Senior Vice President, Investments – Serves as investment monitor of MRT.

Mette Evans & Woodside – Law firm providing legal counsel
Mary Alice Busby, Shareholder – Serves as the MRT Solicitor.

- ***Investment Management – Style-Specific Companies***

Robeco/Boston Partners - Large Cap Value Manager
Joseph F. Feeney, CFA, CEO
Mark Donovan, CFA, – Portfolio Manager

ISHARES RUSSELL 1000 VALUE ETF - Large Cap Value Manager
Greg Savage - Portfolio Manager

Vanguard S&P 500 Index - Large Cap Core Manager
Michael Feehily - Senior Managing Director

ISHARES RUSSELL 1000 GRW ETF – Large Cap Growth Manager
Greg Savage - Portfolio Manager

Wedge Capital Management – SMid-Cap, Core Bond Manager and Short Term Fixed
Bradley W. Horstmann, CFA, General Partner- Chief Compliance Officer
John G. Norman, Executive Vice President – Portfolio Manager - Equity

Ancora/Thelen Advisors - Small Mid Cap Manager
Dan Theleni, CFA – Portfolio Manager
Frederick DiSanto – Chairman & Chief Executive Officer

Great Lakes Advisors - Small Mid Cap Manager
Jeff Agne, CIO – Managing Director
William O. Bell, III – Director – Consultant Relations

Vanguard Extended Market ETF-Mid/Small Cap Manager
Michelle Louie, CFA - Portfolio Manager
Nick Birkett, CFA - Portfolio Manager

ISHARES RUSSELL Mid-Cap Growth – Small Mid Cap Manager
Greg Savage - Portfolio Manager

Harding Loevner - International Fund Manager
Ferrill Roll, CFA –Portfolio Manager
Lindsey Andresen - Manager, Client Management

Causeway Capital Management - International Fund Manager
Sarah Ketterer - CEO/Portfolio Manager
Eric Crabtree - Chief Client Service Officer

ISHARES MSCI EAFE ETF - International Fund Manager
Greg Savage - Portfolio Manager

Bentall Kennedy – Real Estate Manager
Michael Keating, Senior Vice President – Portfolio Manager
Josh Samilow, Vice President - Business Development and Client Relations

Intercontinental – Real Estate Manager

Peter Palandjian – Chairman and CEO
James Beloff - Senior Managing Director

C.S. McKee L.P. – Fixed Income Manager
Brian S. Allen, CFA – Senior Vice President and Chief Investment Officer – Portfolio Manager
Mark. R. Gensheimer – President

CBRE Listed Global Infrastructure
Jeremy Anagnos – Chief Investment Officer, Listed Infrastructure
Daniel Foley – Portfolio Manager

CION Areas Diversified Credit Fund (New 2025)
Mitch Goldstein - Co-Head of Ares Credit Group
Michael Smith - Co-Head of Ares Credit Group

(Reference Question # 4) List current or former registered Federal or State lobbyists
Chris Cap, State Registered Lobbyist (last renewed 1/1/2025). Position: PA State Association of Boroughs – PSAB Executive Director

(Reference Question # 10) Disclosure of contributions to any political entity

Randy Riddle - PSAB Board of Directors

1/29/20 Mercer County Republican Party $200

9/23/20 Friends of Tim Bonner (PA State Rep) $300.

3/14/23 Friends of Ann Coleman (Mercer County Commissioner) $150.

8/23/23 Friends of Ann Coleman (Mercer County Commissioner) $100.

3/30/24 Mercer County Republican Party $40.

Chuck Mummert – Trustee

$50 (2020, 2023) – David Hickernell PA State Representative