

# PARK RIDGE POLICE PENSION FUND

## BOARD OF TRUSTEES

### JANUARY 16, 2024, REGULAR QUARTERLY MEETING MINUTES

Pursuant to public notice, a regular quarterly meeting of the Board of Trustees of the Park Ridge Police Pension Fund was held on January 16, 2024, at 1000 a.m. at City Hall, 505 Butler Place, Park Ridge, IL.

1. Call to Order

Trustee Moehrlin called the meeting to order at 1004 hours.

2. Roll Call

Roll call was taken. Present were Trustees Jon Moehrlin, Ruth Hahn, Michael Malatesta, Rodney Cavender, and Jeff Hejza

Also in attendance were Brian LeFevre from Sikich LLP, Charles Atwell (Board Attorney), Christopher Lipman – City Finance Director, Nate Giacalone - City Asst. Finance Director, Jeff Koller, Lenny Garcia, and Sarah Hayes - Police Administrative Assistant

3. Public Comment – Limited to 3 Minutes per Comment

None

4. Old Business

None

5. Approval of Meeting Minutes

a. *Regular Meeting Minutes of **October 17, 2023***

The minutes from the previous quarterly meeting held on October 17, 2023, were reviewed. Trustee Cavander made a motion to approve the minutes, and Trustee Hejza seconded the motion. All were in favor.

b. *Special Meeting Minutes, as necessary*

None

c. *Semi-Annual Review of Closed Session Meeting Minutes, as necessary*

None

6. New Business

a. *Mayoral appointed position*

Trustee Hejza reported that the mayor has not reached out yet regarding his decision on selecting a Trustee for the next 2-years. Trustee Hejza will remain on the board until a decision has been reached.

b. *Approve the 2024 COLA Increases*

The COLA statutory annual increase of 3% of the regular retirement benefits were reviewed. Trustee

Cavender made a motion to approve the 2024 COLA increase of 3% for current pensioners, Trustee Malatesta seconded the motion. A roll call vote was taken: “Ayes” – Moehrlin, Cavender, Malatesta, Hejza, and Hahn. “Nays” – None.

C.

7. Applications for Membership/Withdrawals/Special contributions to/from Fund

a. *Contribution Refunds, as necessary – **Brown and Noffz***

Trustee Moehrlin reported that Farley’s transfer of pension funds to Aurora have been finalized.

Trustee Cavender made a motion to approve a transfer of \$35,759.47 from the City of Park Ridge to the City of Aurora for Officer Farley, and trustee Hejza seconded the motion. A roll call vote was taken: “Ayes” – Moehrlin, Cavender, Malatesta, Hejza, and Hahn. “Nays” – None.

Officer Brown’s paperwork has been submitted to Sikich to transfer his funds to Aurora and Officer Noffz has not submitted his paperwork yet.

b. *Applications for Membership, as necessary – **Alexander***

Trustee Moehrlin reported that Ofc. Alexander is sworn in as an FTO now after graduating from the Police Academy. Ofc. Alexander’s start date is August 25, 2023, and he is registered under Tier 2 in the Pension Fund.

Trustee Cavender made a motion to accept Ofc. Alexander into the Park Ridge Police Pension Fund, and Trustee Hejza seconded the motion. A roll call vote was taken: “Ayes” – Moehrlin, Cavender, Malatesta, Hejza, and Hahn. “Nays” – None.

c. *Special Contributions, as necessary*

Finance Director Lipman announced that the City of Park Ridge will be contributing \$400,000 in additional funds to the Park Ridge Police Pension Fund.

8. Application for Retirement/Disability Benefits

a. *Approve Regular Retirement Benefits, as necessary*

None

b. *Disability Application Status Update, as necessary*

None

c. *Deceased Pensioner, as necessary*

Trustee Moehrlin stated that L. Sciarra was overpaid \$8,562.88. Attorney Atwell announced that the attorneys for the estate of Sciarra reported that Sciarra’s brother Keith was added to his bank accounts at the end of November 2023. The discovery of funds is ongoing, and Trustee Moehrlin is still awaiting a death certificate. No money has been recovered at this point. The executor believes it is an issue between the Pension Fund and Sciarra’s family. Attorney Atwell will advise again at the next meeting.

9. Communication and Reports

a. *Trustee Training Update*

Trustee Hahn has completed her Trustee training. Trustees can attend the annual IPPFA spring training conference in Galena, Il., or attend an online training. Trustees Moehrlin will be attending the annual training IPPFA conference in the Fall of 2024.

10. Accountant's Report – Sikich, LLP

a. *Monthly Financial Report*

Brian LeFevre from Sikich presented the Fiscal Year End Report through 12/31/2023. There is a total of \$1.7 million in cash in the Chase Checking account and the value of Park Ridge Police Pension Fund's share of the Consolidated IPOPIF is \$65.9 million. Brian reviewed the Operating Statements and reported that there was a net investment income of \$9.3 million. The increase for the year ended December 31, 2023, was \$7.7 million. The investment expense of \$83,807 relates to the annual operating expenses of IPOPIF. December pension expenses are \$418,654.32 including the transfer of \$35,759.46 to City of Aurora. Brian went over the Property Tax receipts through 12/31/2023. Brian reported that the Chase Bank recurring 'transfer in' of funds and 'transfer out' of funds threshold to meet the needs of the fund allows the system to work exactly as designed.

Trustee Cavender made a motion to accept the Annual Compilation Report for yearend December 31<sup>st</sup>, 2023, for Park Ridge Police Pension Fund and Trustee Hejza seconded the motion. A roll call vote was taken: "Ayes" – Moehrlin, Cavender, Malatesta, Hejza, and Hahn. "Nays" – None.

Brian went over the Disbursement Warrant for the period of October 31, 2023, through December 31, 2023, which totaled \$1.2 million.

Trustee Hejza made a motion to approve the Disbursement Warrant of \$1.2 million and Trustee Cavender seconded the motion. A roll call vote was taken: "Ayes" – Moehrlin, Cavender, Malatesta, Hejza, and Hahn. "Nays" – None.

b. *Presentation and Approval of Bills*

None

c. *Additional Bills, as necessary*

None

d. *Annual Statement – Department of Insurance (DOI)*

The annual statement for the Department of Insurance will be requested from the Finance Department for annual salaries for active members. A draft of the report should be available for the April meeting so the Actuaries can get their calculations done for the City's audit.

e. *Cash Management*

Brian LeFevre said that the Chase Bank account does not earn interest, nor do they charge any fees.

f. *Affidavit Update (Krier, Taylor, and Wisniewski)*

Brian LeFevre reported that 3 individuals' affidavits were not received back. Trustee Moehrlin reported that he has received the 2024 affidavit for Taylor and Wisniewski, and he will follow up with them to come into the City to have their affidavit notarized and will also follow up with Krier who has been more difficult to get in contact with. Sikich will send out affidavits to pensioners early February and they will be due back in April.

g. *Quarterly Investment Performance Report (IPOPIF)*

Brian LeFevre summarized the quarterly Investment Report. The fixed income investments moved to IPOPIF on December 1, 2022, and the Mutual Funds of \$36.7 million moved into IPOPIF early 2023. Park Ridge Police Pension Fund share of overall fund was \$23.7 million. The 2023 return on investment is

13.82%. The total fund is valued at \$10 billion for the first time.

Verus is the company that manages the fund and monthly reports can be viewed online.

- h. Review of Investment Policy and amendments, as necessary  
N/A

11. Actuarial Report, as necessary

- a. *Municipal Compliance Report*  
None

12. Attorney's Report – Atwell & Atwell

- a. *Legal Updates*

Attorney Atwell reported that regarding the consolidation litigation, the briefs have been filed with the Illinois Supreme Court and there is a ruling expected possibly by the 19<sup>th</sup> or the 24<sup>th</sup> of January 2024. Also, there is a house bill 4321 pending, which is retroactive to March 2020, regarding Active Duty Related Covid disability cases.

13. Investment Report

*Quarterly Investment Performance Report*  
None

14. Closed Session, as necessary

None.

15. Adjournment – Roll Call

Trustee Cavender made a motion to adjourn the meeting at 1043 hours and Trustee Hejza seconded the motion. A roll call vote was taken: “Ayes” – Moehrlin, Cavender, Malatesta, Hejza, and Hahn. “Nays” – None.