

**PARK RIDGE POLICE PENSION FUND
BOARD OF TRUSTEES
January 25th, 2017 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 Wednesday January 25th, 2017 at 10:00 at City Hall, 505 Butler Place, Park Ridge, Illinois.

Call to Order: President Laura Kappler called the meeting to order at 10:05 a.m. Trustee Kappler took a roll call vote of trustees. Present were trustees Laura Kappler, James Stonebridge, Jon Moehrlin, Greg Orta and Jeff Hejza. Also in attendance was Debbie Crabtree from Sikich LLP, Charles Atwell the board attorney, and Mary Tomanek from Graystone Consulting, City Secretary Julie Zarlenga, citizens Carl Brauweiler and John Moran.

Approval of Minutes: The trustees reviewed the minutes from the October 26th, 2016. A motion was made by Jeff Hejza to approve the minutes and a second by Jon Moehrlin. All were in favor the minutes were unanimously approved by the board.

Accounting Firm: Debbie Crabtree from Sikich presented the financial statement for the 12 months ending September 31st, 2016. She reviewed the report and the various schedules included. She also reviewed the finances, the investments that are coming due and the tax levy payments schedule. A motion was made by Jim Stonebridge and seconded by Greg Orta. A roll call vote was taken: "Yeas" – Kappler, Stonebridge, Orta, Moehrlin and Hejza. "Nays" – None.

The warrant disbursement sheet for the past three months September 1st, 2016 thru December 31st, 2016 totaling \$842,926.85 was presented to the board by Sikich. A motion was made by Jim Stonebridge and seconded by Greg Orta to accept the expenditure report ending June 30th, 2016. A roll call vote was taken: "Yeas" – Kappler, Stonebridge, Orta, Moehrlin and Hejza. "Nays" – none.

January 1st cost of living raises were presented by Debbie Crabtree. A motion was made to accept the pensioner's yearly benefit report by Jim Stonebridge and seconded by Jon Moehrlin. A roll call vote was taken: "Yeas" – Kappler, Stonebridge, Orta, Moehrlin and Hejza. "Nays" – none.

Investment Report: Mary Tomanek from Graystone Consulting a business of Morgan Stanley presented the quarterly investment report. She reviewed the performance of the portfolio. Mary said it was a very positive 4th quarter for the fund. She said that the fund was at 6.17% for the year.

A discussion was had about adding more money to the McKee corporate bond account set up at the end of last year. A motion was made to transfer three agencies to the McKee account by Jim Stonebridge from the legacy account: Details 1 million each from 2321 CUIISP 3133XFKF2, CUIISP 3133XMFY2 and CUIISP 3133XN4B2 from Fed Home Loan Bank and it was seconded by Jon Moehrlin. A roll call vote was taken: "Yeas" – Stonebridge, Hejza, Orta, Moehrlin and Kappler. "Nays" – none.

A motion was made to accept Mary's report as of 12-31-16 by Jim Stonebridge and seconded by Greg Orta. A roll call vote was taken: "Yeas" – Stonebridge, Hejza, Orta, Moehrlin and Kappler. "Nays" – none.

Mary then brought to the board's attention that another authorization letter needed to be in place for the monthly expenditures. The amount has gone past the previous letter and she felt it needed to be at least \$300,000 instead. A motion was made to reflect the change and to raise it up to \$300,000 by Jim Stonebridge and seconded by Greg Orta. A roll call vote was taken: "Yeas" – Stonebridge, Hejza, Orta, Moehrlin and Kappler. "Nays" – none. Mary -Jim Stonebridge talked about bands to be disbursed into money market account and it was seconded by Greg Orta. Not sure if I have this right and what it was about. I can't read my scribble. Please correct.

Laura Kappler brought the issue with Greg Taylor's child support. Being that the pension funds are subject now to paying child support would there be a fee from Sikich to do this and would we have to charge the member. Brian was asked by Debbie Crabtree and he said there would be no added expense to the fund for this deduction. A live check would be sent then to the Illinois State Disbursement unit since it is only through May of this year.

New Officers Hire date 1-6-17

Elitsa T Aptisheva date of birth and Bart Marczyk date of birth. A motion was made to accept them into the fund by Jon Moehrlin and seconded by Greg Orta. All were in favor of the motion.

A travel/training policy will be tabled for now until the next meeting.

Former Officer Mark Vallejo requested a refund of his contributions in writing. His last day on the job was October 6th, 2015. Sikich put the computations together and he will receive his contributions less 20 percent in federal withholding on January 31st, 2017 in the amount of \$66,958.05. A motion was made to by Jim Stonebridge to release his contributions per pension code and seconded by Jon Moehrlin. A roll call vote was taken: "Yeas" – Stonebridge, Hejza, Orta, Moehrlin and Kappler. "Nays" – none.

Former Officer Klein requested a refund of his contributions in writing as he resigned from the police department. He received \$6,064.90 in total minus the 20 percent for federal withholding. Sikich put the computation together. A motion was made by Greg Orta to release his contributions per pension code and seconded by Jon Moehrlin. He also did not have two years on the job and was not laid off so he cannot take advantage of portability.

President Kappler said that Officer Broderick set up a payment plan to pay back her missed pension contributions while she was out on Family Leave Act. The city payroll set this up with her per Human Resources.

Retiree Officer Greg Taylor pension started on October 22, 2016. His annual pension will be \$66,940.54. He had 30 years on the job and that would be 75% of his salary per the officer's contract. A motion was made to accept the pension application and benefit calculation that was signed off on by President Kappler, Finance Director Joe Gilmore and prepared by Sikich accounting firm for the pension fund. It

was seconded by Greg Orta. A roll call vote was taken: “Yeas” – Stonebridge, Hejza, Orta, Moehrlin and Kappler. “Nays” – none.

President Kappler reminded all of the board members to make copies of all training certificates for the pension file and the Cook County Ethics statements will be due May 1st and that they would get an email when it is time to file.

Adjournment: On a motion made by Jim Stonebridge and seconded by Jon Moehrlin Jim Stonebridge the meeting was adjourned at 12:52 p.m. Approved unanimously carried in a roll call vote.

Respectfully submitted,

Laura Kappler, President

Jon Moehrlin, Secretary

Approved by the Board of Trustees on April 25th, 2017
These minutes were prepared by Laura Kappler