

**MINUTES OF A REGULAR MEETING OF  
THE ROCK ISLAND POLICE PENSION FUND  
BOARD OF TRUSTEES  
OCTOBER 25, 2023**

A regular meeting of the Rock Island Police Pension Fund Board of Trustees was held on Wednesday, October 25, 2023 at 4:30 p.m. in the Rock Island Police Department Community Room located at 1212 5<sup>th</sup> Avenue, Rock Island, Illinois 61201, pursuant to notice.

**CALL TO ORDER:** Trustee Morris called the meeting to order at 4:32 p.m.

**ROLL CALL:**

**PRESENT:** Trustee Linda Barnes (April 2025), Trustee James Morris (May 2024) and Trustee Tim Muehler (May 2025)

**ABSENT:** Trustee Aaron Curry (May 2025) and Trustee Kondon Karzin (May 2025)

**ALSO PRESENT:** Finance Manager Jessica Sager, City of Rock Island; Attorney Nemura Pencyla, Reimer Dobrovolny & LaBardi PC; Sara Gutierrez, Lauterbach & Amen, LLP (L&A)

**PUBLIC COMMENT:** There was no public comment.

**APPROVAL OF MEETING MINUTES:** *July 26, 2023 Regular Meeting:* The Board reviewed the July 26, 2023 regular meeting minutes. A motion was made by Trustee Morris and seconded by Trustee Muehler to approve the July 26, 2023 regular minutes as written. Motion carried unanimously by voice vote.

**ACCOUNTANT'S REPORT – LAUTERBACH & AMEN, LLP:** *Monthly Financial Report and Presentation and Approval of Bills:* The Board reviewed the Monthly Financial Report for the nine-month period ending September 30, 2023 prepared by L&A. As of September 30, 2023, the net position held in trust for pension benefits is \$39,849,598.13 for a change in position of \$30,667.36. The Board reviewed the Cash Analysis Report, Revenue Report, Expense Report, Member Contribution Report, Payroll Journal, Quarterly Deduction Report and Transfer Report for the period July 1, 2023 through September 30, 2023. The Board also reviewed the Quarterly Disbursement Report for the period July 1, 2023 through September 30, 2023 for total payments of \$19,163.70. A motion was made by Trustee Morris and seconded by Trustee Barnes to accept the Monthly Financial Report as presented and to approve payments in the amount of \$19,163.70 as listed on the Quarterly Disbursement Report. Motion carried by roll call vote.

**AYES:** Trustees Barnes, Morris and Muehler  
**NAYS:** None  
**ABSENT:** Trustees Curry and Karzin

*Additional Bills, if any:* There were no additional bills presented for approval.

*Discussion/Possible Action – Cash Management Policy and Repeat Monthly Withdrawal Instructions for 2024:* The Board discussed amending the BMO Bank account target balance to \$650,000 and the maximum balance to \$1,200,000, with funds exceeding the maximum balance to be transferred to IPOPIF for investment on behalf of the Fund. The Board also discussed establishing the Repeat Monthly Withdrawal Instructions for 2024 as \$600,000 from IPOPIF. A motion was made by Trustee Morris and seconded by Trustee Muehler to amend the BMO Bank account parameters as discussed and to establish

the 2024 repeat monthly withdrawals from IPOPIF as stated effective January 2024. Motion carried by roll call vote.

AYES: Trustees Barnes, Morris and Muehler  
NAYS: None  
ABSENT: Trustees Curry and Karzin

**INVESTMENT REPORT: IPOPIF – Verus Advisory, Inc.:** The Board reviewed the IPOPIF Investment Performance Report Monthly Statement prepared by Verus Advisory, Inc. for the period ending September 30, 2023. As of September 30, 2023, the one-month total return is (2.9%) and the year-to-date return is 4.5% for an ending market value of \$9,196,231,760.

*State Street Statements:* The Board reviewed the State Street Statement for the month ending September 30, 2023. The beginning value is \$40,462,089.20, the ending value is \$39,797,400.69, the month-to-date net return is (2.92%) and the year-to-date net return is 4.53%.

**COMMUNICATIONS AND REPORTS: Affidavits of Continued Eligibility:** The Board noted that L&A will mail Affidavits of Continued Eligibility to all pensioners in December. Further discussion will be held at the next regular meeting.

**TRUSTEE TRAINING UPDATES:** The Board reviewed the Trustee Training Summary and discussed upcoming training opportunities. Trustees were reminded to submit any certificates of completion to L&A for recordkeeping.

*Approval of Trustee Training Registration and Reimbursable Expenses:* The Board reviewed the following Trustee training reimbursement request submitted by Trustee Karzin for the 2023 IPPFA MidAmerican Pension Conference expenses:

- Reimbursement to Trustee Karzin in the amount of \$875.77
  - o Lodging: \$629.37
  - o Mileage: miles at \$0.625/mile = \$234.70
  - o Tolls: \$11.70

A motion was made by Trustee Morris and seconded by Trustee Muehler to approve the Trustee training reimbursement request as presented. Motion carried by roll call vote.

AYES: Trustees Barnes, Morris and Muehler  
NAYS: None  
ABSENT: Trustees Curry and Karzin

**APPLICATIONS FOR MEMBERSHIP/WITHDRAWALS FROM FUND:** *Applications for Membership – Tory Caulkins, Christian Dimaano, Jade Ford, Joseph Heene, Samantha Kingsbury, Autumn Lage, Ian Lopen and Leanne Zazzetti:* The Board reviewed the Applications for Membership submitted by Jade Ford, Joseph Heene, Samantha Kingsbury, Autumn Lage and Leanne Zazzetti. A motion was made by Trustee Morris and seconded by Trustee Barnes to accept Joseph Heene, Samantha Kingsbury and Leanne Zazzetti effective June 12, 2023 and Jade Ford and Autumn Lage effective July 31, 2023 into the Rock Island Police Pension Fund as Tier II participants. Motion carried unanimously by voice vote.

The Board will review the Applications for Membership Tory Caulkins, Christian Dimaano and Ian Lopen at the next regular meeting.

*Contribution Refund – Nicolas Castro:* The Board reviewed the contribution refund request submitted by Nicolas Castro. A motion was made by Trustee Morris and seconded by Trustee Muehler to approve Nicolas Castro's contribution refund in the amount of \$4,116.35 paid directly to himself issued on August 1, 2023. Motion carried by roll call vote.

AYES: Trustees Barnes, Morris and Muehler

NAYS: None

ABSENT: Trustees Curry and Karzin

**APPLICATIONS FOR RETIREMENT/DISABILITY BENEFITS:** *Deceased Pensioner – Ronald Tacey/Approval of Surviving Spouse Benefits – Linda Tacey:* The Board noted that Ronald Tacey passed away on July 15, 2023. The Board reviewed the surviving spouse benefit calculation for Linda Tacey with an effective date of July 16, 2023 for a monthly benefit of \$6,780.38 with no additional increases. A motion was made by Trustee Morris and seconded by Trustee Barnes to approve the surviving spouse benefit of Linda Tacey calculated by L&A. Motion carried by roll call vote.

AYES: Trustees Barnes, Morris and Muehler

NAYS: None

ABSENT: Trustees Curry and Karzin

**OLD BUSINESS:** *Review/Approve – Actuarial Valuation and Tax Levy Request:* The Board reviewed the finalized Actuarial Valuation prepared by L&A. Based on data and assumptions, the recommended transition contribution\* amount is \$4,941,699 which is a \$239,764 decrease from the prior year recommended contribution. The Board also reviewed the memorandum provided by the City of Rock Island Finance Department and noted that the IPOPIF Actuarial Valuation statutory minimum required contribution for fiscal year ended December 31, 2022 is \$6,059,065. A motion was made by Trustee Morris and seconded by Trustee Muehler to accept the Actuarial Valuations as prepared and to direct Attorney Pencyla to issue correspondence requesting a tax levy in the amount of \$6,059,065 from the City of Rock Island. Motion carried by roll call vote.

AYES: Trustees Barnes, Morris and Muehler

NAYS: None

ABSENT: Trustees Curry and Karzin

*\*There is a Transition Plan between the Pension Board and the City, as noted in the Actuarial Funding Policies section of the report. Therefore, the Transition Contribution for the current valuation is \$4,941,699.*

*FOIA Officer and OMA Designee:* The Board discussed maintaining the City Clerk, Samantha Gange, as the FOIA Officer and OMA Designee. A motion was made by Trustee Morris and seconded by Trustee Barnes to designate the FOIA Officer and OMA Designee as stated. Motion carried unanimously by voice vote.

**NEW BUSINESS:** *Review – City of Rock Island 2024 Budget for the Rock Island Police Pension Fund:* Trustee Barnes reviewed the City of Rock Island 2024 Budget for the Rock Island Police Pension Fund as prepared by the Finance Department, noting the revised budget for calendar year 2023, the actual revenues and expenses of the Fund through August 31, 2023 and the projected revenues and expenses budget for calendar year 2024.

*Discussion/Possible Action – Resolution for Authorized Agents and Account Representatives for IPOPIF and Discussion/Possible Action – State Street Enterprise Cash Flow Module (eCFM) Access Form and Resolution Establishing an Additional Representative for the eCFM:* The Board discussed updating the Authorized Agents and Account Representatives for IPOPIF and the State Street Enterprise Cash Flow Module and My State Street.com Set-Up Access Form on behalf of the Rock Island Police Pension Fund. A motion was made by Trustee Morris and seconded by Trustee Muehler to adopt Resolution 2023-02 appointing Trustees Morris and Muehler as the Authorized Agents and to maintain City Finance Manager Jessica Sager and L&A Representative Susan Hill as authorized account representatives for the eCFM. Motion carried by roll call vote.

AYES: Trustees Barnes, Morris and Muehler  
NAYS: None  
ABSENT: Trustees Curry and Karzin

*BMO Bank Signature Card and Resolution Update:* L&A provided the Board with the necessary forms to update the signers on the BMO Bank account with the current Board members and municipal representative. A motion was made by Trustee Morris and seconded by Trustee Barnes to designate Trustees Morris and Muehler as signers on the BMO Bank account. Motion carried by roll call vote.

AYES: Trustees Barnes, Morris and Muehler  
NAYS: None  
ABSENT: Trustees Curry and Karzin

*Review/Approve – Fiduciary Liability Insurance Renewal:* The Board will review the fiduciary liability insurance renewal at the next regular meeting.

*Establish 2024 Board Meeting Dates:* The Board discussed establishing the 2024 Board meeting dates as January 24, 2024; April 24, 2024; July 24, 2024; and October 23, 2024 at 4:30 p.m. in the Rock Island Police Department Community Room located at 1212 5<sup>th</sup> Avenue, Rock Island, Illinois 61201. A motion was made by Trustee Morris and seconded by Trustee Muehler to establish the 2024 Board meeting dates as stated. Motion carried unanimously by voice vote.

**ATTORNEY’S REPORT – REIMER DOBROVOLNY & LABARDI PC:** *Legal Updates:* Attorney Pencyla discussed the status of the consolidation lawsuit and reviewed the *Legal and Legislative Update* quarterly newsletter; highlighting recent court cases and decisions, as well as general pension matters with the Board.

*Disability Application – Phillip Ledbetter:* Attorney Pencyla discussed the disability application for Phillip Ledbetter and noted that he is pending receipt of the three independent medical examinations and that follow up correspondence has been issued by Attorney Reimer to the examining physicians. An update will be provided at the next regular meeting.

*Review, Adopt and Publish Decision and Order – Steven Marty:* Attorney Pencyla informed the Board that Reimer Dobrovolny & LaBardi PC has prepared the draft Decision and Order and the final copy will be provided to the Board upon completion. An update will be provided at the next regular meeting.

*Annual Independent Medical Examinations – Jonathan Cary and Jacob Waddle:* Attorney Pencyla informed the Board that Jacob Waddle was examined by Dr. Shaw and the examination determined that Officer Waddle remains disabled. A motion was made by Trustee Morris and seconded by

Trustee Muehler to continue Jacob Waddle’s disability benefits based on Dr. Shaw’s report and subject to further annual examinations until age 50. Motion carried by roll call vote.

AYES: Trustees Barnes, Morris and Muehler  
NAYS: None  
ABSENT: Trustees Curry and Karzin

The Board noted that Jonathan Cary attended his annual independent medical examination and the report determined that Mr. Cary remains disabled. A motion was made by Trustee Morris and seconded by Trustee Muehler to continue Jonathan Cary’s disability benefits based on the finding of his independent medical examination and subject to further examinations until age 50. Motion carried by roll call vote.

AYES: Trustees Barnes, Morris and Muehler  
NAYS: None  
ABSENT: Trustees Curry and Karzin

**CLOSED SESSION, IF NEEDED:** There was no need for closed session.

**ADJOURNMENT:** A motion was made by Trustee Morris and seconded by Trustee Barnes to adjourn the meeting at 5:28 p.m. Motion carried unanimously by voice vote.

The next regular meeting is scheduled for January 24, 2024 at 4:30 p.m.

  
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Board President or Secretary

Minutes approved by the Board of Trustees on 01/24/2024

*Minutes prepared by Sara Gutierrez, Pension Services Administrator, Lauterbach & Amen, LLP*