



**MINUTES OF A REGULAR MEETING OF THE  
EVANSTON FIREFIGHTERS' PENSION FUND  
BOARD OF TRUSTEES  
MAY 15, 2024**

A regular meeting of the Evanston Firefighters' Pension Fund Board of Trustees was held on Wednesday, May 15, 2024 at 9:30 a.m. in the Fire Department Headquarters Conference Room located at 909 Lake Street, Evanston, Illinois 60201, pursuant to notice.

**CALL TO ORDER:** Trustee Mortell called the meeting to order at 9:30 a.m.

**ROLL CALL:**

**PRESENT:** Trustees Shari Reiches, Daniel Philipaitis, Jack Conner, Aleks Granchalek (*joined at 10:47 a.m., via teleconference*) and Jack Mortell

**ABSENT:** None

**ALSO PRESENT:** Rom Chmara, City of Evanston; Alexandria Michael, Lauterbach & Amen, LLP (L&A); Members of the Public

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

**APPROVAL OF MEETING MINUTES:** *February 27, 2024 Regular Meeting:* The Board reviewed the February 27, 2024 regular meeting minutes. A motion was made by Trustee Mortell and seconded by Trustee Reiches to approve the February 27, 2024 regular meeting minutes as written. Motion carried unanimously by voice vote.

*February 27, 2024 Closed Session Meeting:* The Board reviewed the February 27, 2024 closed session meeting minutes. A motion was made by Trustee Mortell and seconded by Trustee Philipaitis to approve the February 27, 2024 closed session meeting minutes as written. Motion carried unanimously by voice vote.

*April 10, 2024 Special Meeting:* The Board reviewed the April 10, 2024 special meeting minutes. A motion was made by Trustee Mortell and seconded by Trustee Reiches to approve the April 10, 2024 special meeting minutes as written. Motion carried unanimously by voice vote.

*April 10, 2024 Closed Session Meeting:* The Board reviewed the April 10, 2024 closed session meeting minutes. A motion was made by Trustee Mortell and seconded by Trustee Philipaitis to approve the April 10, 2024 closed session meeting minutes as written. Motion carried unanimously by voice vote.

**INVESTMENT REPORT:** *FPIF – Marquette Associates:* The Board reviewed the FPIF Monthly Summary prepared by Marquette Associates for the period ending March 31, 2024. As of March 31, 2024, the one-month total net return is 2.5% and the year-to-date total net return is 15.2% for an ending market value of \$8,788,158,368. The current asset allocation is as follows: Equity at 68.6%, Fixed Income at 26.6%, Real Estate at 4.4% and Cash at 0.4%.

*Statement of Results:* The Board reviewed the Northern Trust Statement of Results for the period ending March 31, 2024. The beginning value was \$101,675,542.12, the ending value was \$104,893,738.43 and the net return was 2.48%.

**TREASURER'S REPORT – CITY OF EVANSTON:** Mr. Chmara reviewed the Operation Cash Flow Report with the Board. The projected funds available to the Board for the upcoming months are; May 2024 \$2,366,134; June 2024 \$1,477,934 and July 2024 \$1,669,578. All questions were answered by Mr. Chmara.

Trustee Mortell disbursed the "*Treasurer of the Evanston Firefighter Pension Board per Illinois Statute*" to the Board: (40 ILCS 5/4-130) (from Ch. 108 1/2, par. 4-130)

Sec. 4-130. Treasurer of the Board. The treasurer of the municipality shall be the treasurer of the board and the custodian of the pension fund, and shall secure and safely keep the fund's assets, subject to the control and direction of the board. *The treasurer shall keep books and accounts concerning the fund in such manner as may be prescribed by the board. The books and accounts shall be subject to the inspection of the board or any member thereof.* (Source: P.A. 102-787, eff. 5-13-22.).

Trustee Mortell also reviewed the Funding Policy that was approved by both the Board and the City of Evanston. A motion was made by Trustee Mortell and seconded by Trustee Philipaitis that at each quarterly Evanston Firefighters Pension Fund Board meeting starting August 7, 2024, the Statutory Treasurer of the Evanston Firefighter's Pension Fund must provide the Board with the current amount and activity in the following sources of pension contributions as outlined in the approved City of Evanston Pension Funding Policy for Public Safety Plans.

- Personal Property Replacement Tax
- Unrestricted revenues, net of expenses available in the General Fund
- General Fund Reserves in excess of the General Fund required fund balance
- Excess Fund Balances in other unrestricted City Funds

Motion carried by roll call vote.

AYES: Trustees Philipaitis, Conner, Reiches and Mortell

NAYS: None

ABSENT: Trustee Granchalek

**ACCOUNTANT'S REPORT – LAUTERBACH & AMEN, LLP:** *Monthly Financial Report and Presentation and Approval of Bills:* The Board reviewed the Monthly Financial Report for the three-month period ending March 31, 2024 prepared by L&A. As of March 31, 2024, the net position held in trust for pension benefits is \$122,962,884.85, for a change in position of \$8,307,417.78. The Board also reviewed the Cash Analysis Report, Revenue Report, Expense Report, Member Contribution Report, Payroll Journal, Quarterly Deduction Report, Quarterly Transfer Report and Quarterly Disbursement Report for the period January 1, 2024 through March 31, 2024 for total disbursements of \$56,933.32. A motion was made by Trustee Mortell and seconded by Trustee Philipaitis to accept the Monthly Financial Report as presented and to approve the disbursements shown on the Quarterly Disbursement Report in the amount of \$56,933.32. Motion carried by roll call vote.

AYES: Trustees Philipaitis, Conner, Reiches and Mortell

NAYS: None

ABSENT: Trustee Granchalek

*Additional Bills, if any:* The Board discussed Burke Burns & Pinelli, Ltd. invoice #79991 for legal services rendered in the amount of \$548. A motion was made by Trustee Mortell and

seconded by Trustee Philipaitis to approve payment of the additional bill as presented. Motion carried unanimously by voice vote.

*Discussion/Possible Action – Cash Management Policy:* The Board discussed the current Cash Management Policy. A motion was made by Trustee Mortell and seconded by Trustee Philipaitis to update the maximum dollar amount to \$5,000,000 held in the Amalgamated account. Motion carried by roll call vote.

AYES: Trustees Philipaitis, Conner, Reiches and Mortell

NAYS: None

ABSENT: Trustee Granchalek

**NEW BUSINESS:** *Discussion/Possible Action – BMO Money Market Account:* The Board discussed their current Money Market account and Trustee Mortell informed the Board that he would like to look into some other possible options. Further discussion will be held at the next regular meeting.

**APPLICATIONS FOR RETIREMENT/DISABILITY BENEFITS:** *Deceased Pensioner – Jerome McDermott/Approval of Surviving Spouse Benefit – Demerise McDermott:* The Board noted that Jerome McDermott passed away on March 12, 2024. The Board reviewed the surviving spouse benefit calculation for Demerise McDermott with an effective date of March 13, 2024 for a monthly benefit of \$5,039.44 with no additional increases. A motion was made by Trustee Mortell and seconded by Trustee Philipaitis to approve the surviving spouse benefit of Demerise McDermott calculated by L&A. Motion carried by roll call vote.

AYES: Trustees Philipaitis, Conner, Reiches and Mortell

NAYS: None

ABSENT: Trustee Granchalek

*Disability Status – Jamil Fakhoury:* The Board noted that they will address this item later on the agenda.

**APPLICATIONS FOR MEMBERSHIP/WITHDRAWALS FROM FUND:** *Contribution Refund – Douglas Perry:* The Board reviewed the contribution refund request submitted by Douglas Perry. A motion was made by Trustee Mortell and seconded by Trustee Philipaitis to approve Douglas Perry's contribution refund in the amount of \$13,139.24 paid in a direct rollover issued on March 7, 2024. Motion carried by roll call vote.

AYES: Trustees Philipaitis, Conner, Reiches and Mortell

NAYS: None

ABSENT: Trustee Granchalek

**OLD BUSINESS:** *Discussion/Possible Action – Updated Board Rules and Regulations:* The Board noted that the updated Rules and Regulations are still in process. Further discussion will be held at the next regular meeting.

*Discussion/Possible Action – Collection and Distribution of the City of Evanston's 2023 Personal Property Replacement Tax (PPRT):* Trustee Mortell informed the Board that he attended the Finance Committee meeting on May 14, 2024. The City's Attorney confirmed that 100% of PPRT can go towards the Pension Funds and that the amount of PPRT used towards the Funds is up to the City. Trustee Reiches noted that this is something that the Board should

keep an eye on moving forward and that the Finance Committee is committed to 100% funding of the Pension Funds.

*Review Bank Account Flow Charts:* The Board reviewed the updated flow chart provided by L&A. The Board discussed the changes they would like made and presented at the next regular meeting.

*Review/Update – Amalgamated Account Forms:* Trustee Mortell informed the Board that he now has access to the Amalgamated Account. A motion was made by Trustee Mortell and seconded by Trustee Reiches to designate Trustees Mortell and Philipaitis and municipal representative Hitesh Desai as signers on the account. Motion carried by roll call vote.

AYES: Trustees Philipaitis, Conner, Reiches and Mortell

NAYS: None

ABSENT: Trustee Granchalek

*Review/Update – BMO Account Forms:* L&A provided the Board with the necessary forms to update the signers on the BMO Bank account with current Board members and municipal representative. A motion was made by Trustee Mortell and seconded by Trustee Reiches to designate Trustees Mortell and Philipaitis and Finance Director Hitesh Desai as signers on the BMO Bank account. Motion carried by roll call vote.

AYES: Trustees Philipaitis, Conner, Reiches and Mortell

NAYS: None

ABSENT: Trustee Granchalek

**NEW BUSINESS (CONTINUED):** *Discussion/Possible Action – Jamil Fakhoury – Disability Benefit:* The Board noted that they will discuss this matter later on the agenda.

*Certify Board Election Results – Active Member Position:* L&A conducted an election for one of the active member positions on the Evanston Firefighters' Pension Fund Board of Trustees. Jack Conner ran unopposed and was reelected for a three-year term expiring April 30, 2027. A motion was made by Trustee Mortell and seconded by Trustee Reiches to certify the active member election results. Motion carried unanimously by voice vote.

*IDOI Annual Statement:* The Board noted that the IDOI Annual Statement has been completed and submitted to the Department of Insurance prior to the June 30, 2024 deadline.

**COMMUNICATIONS AND REPORTS:** *Affidavits of Continued Eligibility:* L&A informed the Board that third requests were sent to the outstanding pensioners and to date two affidavits remain outstanding. Trustee Mortell will reach out to the members directly informing them of their outstanding affidavits. Further discussion will be held at the next regular meeting.

*Statements of Economic Interest:* The Board was reminded that Statements of Economic Interest were due May 1, 2024.

**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 Fees and Reimbursable Expenses:* There were no trustee training registration fees or reimbursable expenses presented for approval.

**ATTORNEY'S REPORT – BURKE, BURNS & PINELLI, LTD.:** *Legal Updates:* There were no legal updates at this time.

**ACCOUNTANT'S REPORT – LAUTERBACH & AMEN, LLP (CONTINUED):**  
*Discussion/Possible Action – Authorized Agents and Account Representatives for FPIF:* The Board reviewed the Resolution Authorizing Account Representatives for the Northern Trust Global Cash Management Portal. A motion was made by Trustee Mortell and seconded by Trustee Reiches to approve the Resolution appointing Trustees Mortell, Conner and Philipaitis and Lauterbach & Amen, LLP representative Kelly Calgaro as the Account Representative on behalf of the Evanston Firefighters' Pension Fund. Motion carried by roll call vote.

AYES: Trustees Philipaitis, Conner, Reiches and Mortell  
NAYS: None  
ABSENT: Trustee Granchalek

The Board also discussed appointing Trustees Mortell and Philipaitis as Authorized Agents for the Evanston Firefighters' Pension Fund. A motion was made by Trustee Mortell and seconded by Trustee Philipaitis to approve the Resolution appointing Trustees Mortell and Philipaitis as the Authorized Agents as discussed. Motion carried unanimously by voice vote.

*Annual Independent Medical Examinations – Sean Heneghan, Jason Perkiser, Dominic Rodriguez and Jude Rodriguez:* Trustee Philipaitis will contact Sean Heneghan, Jason Perkiser and Jude Rodriguez to inform them that they will need to complete the annual independent medical examinations. Further discussion will be held at the next regular meeting.

The Board noted that Dominic Rodriguez attended his annual independent medical examination and it was determined that he remains disabled at this time.

*Trustee Granchalek joined via teleconference at 10:47 a.m.*

**CLOSED SESSION, IF NEEDED:** A motion was made by Trustee Mortell and seconded by Trustee Philipaitis to enter into closed session pursuant to section 2(c)4 of the Open Meetings Act to discuss evidence and testimony presented in open meeting previously held in this matter on April 10, 2024. Motion carried by roll call vote.

AYES: Trustees Philipaitis, Conner, Granchalek, Reiches and Mortell  
NAYS: None  
ABSENT: None

A motion was made by Trustee Mortell and seconded by Trustee Reiches to adjourn closed session and re-enter the regular meeting at 11:07 a.m. Motion carried by roll call vote.

AYES: Trustees Philipaitis, Conner, Granchalek, Reiches and Mortell  
NAYS: None  
ABSENT: None

**APPLICATIONS FOR RETIREMENT/DISABILITY BENEFITS (CONTINUED):**

*Disability Status – Jamil Fakhoury:* A motion was made by Trustee Mortell and seconded by Trustee Philipaitis to grant a line of duty disability pension to Jamil Fakhoury consistent with section 4-110. Motion failed by roll call vote.

AYES: None

NAYS: Trustees Philipaitis, Conner, Granchalek, Reiches and Mortell

ABSENT: None

A motion was made by Trustee Mortell and seconded by Trustee Reiches to deny a line of duty disability pension to Jamil Fakhoury. Motion carried by roll call vote.

AYES: Trustees Philipaitis, Conner, Granchalek, Reiches and Mortell

NAYS: None

ABSENT: None

A motion was made by Trustee Mortell and seconded by Trustee Philipaitis to order the transcript of the hearing from the court reporter for a written finding to be adopted by the Board explaining its decision. Motion carried unanimously by voice vote.

**ADJOURNMENT:** A motion was made by Trustee Mortell and seconded by Trustee Philipaitis to adjourn the meeting at 11:13 a.m. Motion carried unanimously by voice vote.

The next regular meeting is scheduled for August 7, 2024 at 9:30 a.m.

  
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Board President or Secretary

Minutes approved by the Board of Trustees on \_\_\_\_\_

*Minutes prepared by Alexandria Michael, Professional Services Administrator, Lauterbach & Amen, LLP*