



**MINUTES OF A REGULAR MEETING OF THE  
EVANSTON FIREFIGHTERS' PENSION FUND  
BOARD OF TRUSTEES  
AUGUST 7, 2024**

A regular meeting of the Evanston Firefighters' Pension Fund Board of Trustees was held on Wednesday, August 7, 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 and Jack Mortell

**ABSENT:** None

**ALSO PRESENT:** Rom Chmara, Hitesh Desai, Kathy Brown and Clayton Black, City of Evanston; Alexandria Michael, Lauterbach & Amen, LLP (L&A); Clare Kelly, Evanston First Ward; Bob Sidenberg, Evanston Round Table; Members of the Public

**PUBLIC COMMENT:** Trustee Mortell informed the Board that an inquiry was received from a member of the public regarding the amount of Funds the Evanston Firefighters' Pension Fund had been gained and/or lost in 2023. Trustee Mortell replied to the inquiry, no further action is needed.

**APPROVAL OF MEETING MINUTES:** *May 15, 2024 Regular Meeting:* The Board reviewed the May 15, 2024 regular meeting minutes. A motion was made by Trustee Reiches and seconded by Trustee Granchalek to approve the May 15, 2024 regular meeting minutes as written. Motion carried unanimously by voice vote.

*Semi-Annual Review of Closed Session Meeting Minutes:* The Board discussed the closed session meeting minutes. A motion was made by Trustee Mortell and seconded by Trustee Granchalek to keep the closed session meeting minutes closed. Motion carried unanimously by voice vote.

**INVESTMENT REPORTS:** *FPIF – Marquette Associates:* The Board reviewed the FPIF Monthly Summary prepared by Marquette Associates for the period ending June 30, 2024. As of June 30, 2024, the one-month total net return was 1.4% and the year-to-date total net return was 6.5% for an ending market value of \$8,990,593,870. The current asset allocation is as follows: Equity at 65.4%, Fixed Income at 29.2%, Real Estate at 4.3% and Cash at 1.1%.

*Statement of Results:* The Board reviewed the Northern Trust Statement of Results for the period ending May 31, 2024. As of May 31, 2024 the beginning value was \$116,576,882.25, the ending value was \$120,286,739.36 and the return on total assets was 3.18%.

**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; August 2024 \$4,283,359; September 2024 \$4,907,536 and October 2024 \$4,022,236. All questions were answered by Mr. Chmara.

Trustee Mortell requested the City separately list the Personal Property Replacement Tax from the other City contributions on the Treasurer's Report.

*Activity from 1/1/24 – 6/30/2024 balance of – Personal Property Replacement Tax, Unrestricted Revenues, Net of Expenses Available in General Fund, General Fund Reserves in Excess of General Fund Required Fund Balance and Excess Fund Balances in Other Unrestricted City Fund:* The Board discussed the balance of the four accounts listed above. The Board will send a FOIA request to the City requesting the discussed information.

*Detailed Accounting of Fiscal Year 2023 Unassigned Funds loss of \$32,947,790:* Trustee Mortell requested a break down of where the \$32,947,790 in unassigned funds were distributed in 2023. Trustee Reiches distributed a table of the projected funding policy and contributions starting from FYE 2018.

**ACCOUNTANT'S REPORT – LAUTERBACH & AMEN, LLP:** *Monthly Financial Report and Presentation and Approval of Bills:* The Board reviewed the Monthly Financial Report for the six-month period ending June 30, 2024 prepared by L&A. As of June 30, 2024, the net position held in trust for pension benefits was \$122,046,099.12, for a change in position of \$7,259,899.68. 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 April 1, 2024 through June 30, 2024 for total disbursements of \$62,536.09.

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

*Discussion/Possible Action – Cash Management Policy:* The Board discussed the Cash Management Policy and determined no changes are needed at this time.

**APPLICATIONS FOR RETIREMENT/DISABILITY BENEFITS:** There were no applications for retirement or disability benefits.

**APPLICATIONS FOR MEMBERSHIP/WITHDRAWALS FROM FUND:** *Application for Membership – Kyle English:* The Board reviewed the Application for Membership submitted by Kyle English. A motion was made by Trustee Mortell and seconded by Trustee Philipaitis to accept Kyle English into the Evanston Firefighters' Pension Fund effective July 1, 2024 as a Tier II participant. Motion carried unanimously by voice vote.

*Post Meeting Note:* Kyle English separated service from the Evanston Fire Department effective July 31, 2024.

**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):* The Board noted that this item was previously discussed under "Treasurer's Report – City of Evanston".

*Discussion/Possible Action – Money Market Account:* The Board discussed their current money market account and the interest earned. Further discussion will be held at the next regular meeting.

*Review Bank Account Flow Charts:* The Board reviewed the Bank Account Flow chart provided by L&A. No further action is needed.

*IDOI Annual Statement:* The Board noted that the finalized report has been filed with the Illinois Department of Insurance.

**NEW BUSINESS:** *Discussion/Possible Action – Concerns Regarding Evanston's City Finance Department's Handling of Fund Accounting:* The Board addressed the City's Finance Department requesting the funds used towards the Fire and Police Pension Funds be more visible and forthcoming. Further discussion will be held at the next regular meeting.

*Review, Adopt and Publish Decision and Order – Jamil Fakhoury:* The Board reviewed the Decision and Order prepared by Attorney Pinelli. A motion was made by Trustee Mortell and seconded by Trustee Granchalek to approve, adopt and publish the Decision and Order for Jamil Fakhoury as presented. Motion carried by roll call vote.

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

NAYS: None

ABSENT: None

*Board Officer Elections – President and Secretary:* The Board discussed Board Officer Elections and nominated the slate of Officers as follows: Trustee Mortell as President and Trustee Philipaitis as Secretary. A motion was made by Trustee Granchalek and seconded by Trustee Connor to elect the slate of Officers as stated. Motion carried unanimously by voice vote.

*FOIA Officer and OMA Designee:* The Board discussed maintaining Trustee Philipaitis as the FOIA Officer and OMA Designee. A motion was made by Trustee Mortell and seconded by Trustee Granchalek to maintain the FOIA Officer and OMA Designee as stated. Motion carried unanimously by voice vote.

*Review/Approve – Actuarial Valuation and Tax Levy Request:* The Board noted that the Actuarial Valuation is not yet completed. Further discussion will be held at the next regular meeting.

*Review/Adopt – Municipal Compliance Report:* The Board noted that the Municipal Compliance Report will be completed upon receipt of the final Actuarial Valuation. Further discussion will be held at the next regular meeting.

*Mr. Chmara and Mr. Desai left the meeting at 11:16 a.m.*

**COMMUNICATIONS AND REPORTS:** *Affidavits of Continued Eligibility:* L&A informed the Board that two affidavits remain outstanding. A motion was made by Trustee Granchalek and seconded by Trustee Mortell to direct L&A to attempt to reach the outstanding pensioners

by phone and/or email one final time and to convert the direct deposits to a physical check available for pick up if the affidavits are not received prior to September payroll. Further discussion will be held at the next regular meeting. Motion carried by roll call vote.

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

*Active Member File Maintenance:* The Board noted that L&A prepared Active Member File Maintenance letters for all active members requesting any additional pension file documents.

**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.

*Annual Independent Medical Examinations – Sean Heneghan, Jason Perkiser and Jude Rodriguez:* The Board noted that Jude Rodriguez attended his annual independent medical examination and it was determined that he remains disabled at this time. A motion was made by Trustee Mortell and seconded by Trustee Granchalek to continue the disability benefits of Jude Rodriguez based on a finding that he remains disabled and subject to further annual examinations until age 50. Motion carried by roll call vote.

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

The Board will contact Sean Heneghan and Jason Perkiser informing them that they need to attend their annual independent medical exams. Further discussion will be held at the next regular meeting.

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

**ADJOURNMENT:** A motion was made by Trustee Mortell and seconded by Trustee Philipaitis to adjourn the meeting at 11:30 a.m. Motion carried unanimously by voice vote.

The next regular meeting is scheduled for November 20, 2024 at 9:30 a.m.

  
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Board President or Secretary

Minutes approved by the Board of Trustees on 11/26/24

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