

A G E N D A

REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE POLICE PENSION FUND OF THE VILLAGE OF WILLOWBROOK TO BE HELD ON TUESDAY, JULY 30, 2014, AT 3:00 P.M. AT THE VILLAGE HALL, 7760 QUINCY STREET, WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

1. CALL TO ORDER
2. ROLL CALL
3. ELECTION OF OFFICERS OF THE POLICE PENSION FUND BOARD OF TRUSTEES
4. APPROVAL - MINUTES OF REGULAR MEETING - 04/30/14
5. APPROVAL - EXPENSES INCURRED APRIL THRU JUNE 2014
6. APPROVAL - INVESTMENTS MADE APRIL THRU JUNE 2014 - Quarterly Investment Report - MB Financial Bank
7. APPROVAL - APPLICATIONS FOR MEMBERSHIP INTO THE WILLOWBROOK POLICE PENSION FUND
8. DISCUSSION - NEW ATTORNEY FOR THE POLICE PENSION FUND BOARD
9. VISITOR BUSINESS (Public comment is limited to three minutes per person on agenda items only)
10. NEW BUSINESS
11. OLD BUSINESS
12. COMMUNICATIONS
13. ADJOURNMENT

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF THE POLICE PENSION FUND OF THE VILLAGE OF WILLOWBROOK HELD ON APRIL 30, 2014, AT THE VILLAGE HALL, 7760 QUINCY STREET, WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

1. CALL TO ORDER

The meeting was called to order at the hour of 3:01 p.m. by President Umberto Davi.

2. ROLL CALL

Those present at roll call were President Davi, Trustee Scott Eisenbeis, Trustee Joseph Pec and Trustee Carrie Dittman. Also present: Ted Kirpach and Bob DeMeulenaere of MB Financial.

Absent: Trustee Tim Kobler (in Springfield on business, however President Davi and Trustee Kobler discussed the agenda items at length on today's date).

3. APPROVAL - MINUTES OF THE REGULAR MEETING - January 31, 2014.

The Board reviewed the minutes from the January 31, 2014 meeting.

MOTION: Made by Trustee Dittman, seconded by Trustee Pec to approve the minutes of the regular meeting of the Police Pension Fund Board of Trustees held on January 31, 2014.

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

4. APPROVAL OF EXPENSES INCURRED JANUARY THRU MARCH 2014

Trustee Dittman reviewed the expenses incurred January thru March 2014. She noted that the report includes the payout of \$50,394.61 for Police Pension benefits, widow benefit of \$3,209.37, and a disability benefit of \$4,399.25. Legal fees incurred were \$190.00 for Mr. Broihier and two quarterly fees for MB Financial, \$7,205.05 (8/31/13) and \$7,605.18 (11/30/13). In addition, \$2,952.00 for Mesirow Financial Services for insurance and a re-classification of accounts for \$775.00, this was moved from meetings, travel and conferences section to fees, dues, subscriptions. Amanda Willey received her separation refund of \$18,601.98.

The following motion was made:

MOTION: Made by Trustee Pec, seconded by Trustee Eisenbeis, to approve the expenses incurred for January thru March 2014.

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

- NOTE - President Davi advised the Board that at the April 28, 2014 Village Board meeting, Ms. Carrie Dittman was officially appointed as Trustee to the Police Pension Board.

5. APPROVAL OF INVESTMENTS MADE JANUARY THRU MARCH 2014 - QUARTERLY INVESTMENT REPORT - MB FINANCIAL BANK

Ted Kirpach, a representative of MB Financial Bank, summarized the quarterly investment report for the Police Pension Board.

Mr. Kirpach reported that the total fund value is at \$17,997,304.00. He summarized the portfolio allocations are targeted at 55% in equities, 45% in fixed income. The market took us to 47.84% in equities and 45.48% in fixed income.

Equities for the 5-year fund are looking good, coming in at 20.64% vs. the benchmark of 20.27%. The equities for the quarter were up just a bit at 1.86% vs the benchmark at 1.53%.

The Account Activity summary for the quarter is up \$283,326.00.

Mr. DeMeulenaere advised that since the Fixed Income Portfolio category was down 3.61% vs. the benchmark at 5.09%. This is due to interest rates and MB Financial did not want to lose money waiting for interest rates to rise. High income and emerging market will have a higher yield than the treasury or agencies. We expect to be more on the benchmark next quarter.

Under Equities, the only fund that under-performed was Energy for the quarter, however it has out-performed recently since the hostile take-over in the Middle East was announced. Green Mountain (Keurig) also was down by 3.82% after Coke announced the 10% purchase for a hot/cold machine product. Mr. Kirpach also advised that the job market has increased which will impact spending in the coming months.

After a discussion by the Board, the following motion was made:

MOTION: Made by Trustee Eisenbeis, seconded by Trustee Pec to approve MB Financial's Quarterly report.

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

- NOTE - President Davi went to Item #10

10. APPOINTMENT OF TRUSTEE CARRIE DITTMAN

President Davi advised that the Village of Willowbrook Board of Trustees approved the appointment of Carrie Dittman as a Trustee of the Willowbrook Police Pension Board at their meeting on April 28, 2014. This will be a two year term.

6. DISCUSSION - PROPOSED BUDGET FY 2014-15

Trustee Dittman advised that the Village of Willowbrook is under the Appropriation Ordinance, which means the Police Pension Fund gets included in the Appropriation but is not included in the Operating Budget. However, Trustee Dittman has broken it down to help the Pension Board see where the expenses are coming from.

Trustee Dittman summarized the proposed budget FY 2014-15 as follows: Village contributions will be \$519,915, (this total comes from the actuary report). The amount decreased from the prior valuation. Police contribution of \$199,762 is based on current officer's base salary and includes the two new officers hired in FY 13/14; Interest income of \$500,000 is a baseline. Under Expenses, a separate financial schedule provided with the budget was created with a break-down for each pensioner's benefit. Total payout is expected to be \$703,020.44. Legal fees and the audit is based on an assumed 3% increase, however it came in at 2% which will make this amount slightly lower. Actuary fee has remained the same for the past several years at \$1,800.00. Fiduciary Insurance was previously budgeted under the "other" category instead of the "insurance" category, so that was corrected. There should be a surplus of \$471,052.00.

In addition, attached is a monthly Cash Flow Analysis to show income and expenses. Cash flow from officer and village contributions is approximately \$59,93.27 monthly. The current monthly payouts are approximately \$1,003.21, which will change in January 2015. The monthly oveage for the fund will be approximately \$1,500.00 each month.

7. DISCUSSION - UPDATE OF RULES & REGULATIONS MANUAL FOR POLICE PENSION FUND TRUSTEES

Trustee Dittman advised she had spen to Attorney Broihier regarding the updates to the Rules Regulations Manual for Police Pension Fund Trustees. She adved him that the statute has change since the creation of Tie 2 membership, military

VILLAGE OF WILLOWBROOK
 EXPENDITURE ACCOUNT INQUIRY

RUN: 07/25/14 9:15AM

(MAY THRU JUNE)

PAGE: 2

MO	JL	POST/CK. DATE	REFERENCE NUMBER	DATE	CHECK NUMBER	P.O. NUMBER	ENCUMB. LIQUID.	EXPEND.	EXPENDED BALANCE	PRCT.	UNEXPEND. BALANCE	UNENCUMB. BALANCE
07-62-401-531 FILING FEE STATE 07-401-531								APPROP:	6,248.00		BUDGET:	3,124.00
5	CD	05/28/14	F67342	05/13/14	84300			3,344.43	3,344.43	107.1	-220.43	-220.43
DIVISION OF INSURANCE (476)												
FILING FEE STATE 07-401-531												

APPLICATION FOR MEMBERSHIP

WILLOWBROOK POLICE PENSION FUND

I hereby make application to come under the terms and conditions of the Police Pension fund of the Municipality of Willowbrook, Illinois.

Name: Christine J. Danan _____
Maiden Name (if applicable)

Date of Birth: [REDACTED] _____ Place of Birth: Chicago, IL _____

Social Security Number: [REDACTED] _____

Spouse Name: _____
Spouse's Maiden Name (if applicable)

Spouse Date of Birth: _____ Place of Birth: _____

Married on: _____

LIST ALL MINOR CHILDREN WITH THEIR DATES OF BIRTH.

[REDACTED] _____
Born: _____
_____ Born: _____

Please include copy of marriage license or copy of dissolution of previous marriage and copies of birth certificates of each child

Please include applicant's legal parent's full names and indicate if living or deceased:

Father John Sanchez Danan Living Deceased

Mother Eden Dueño Danan Living Deceased

I was first appointed as a full time police officer on July 1, 2014 and have continued to serve since that date. If service has been broken, list all dates in which you were not in receipt of regular salary and the date of re-entry on the attached Form (i.e. suspension, leave of absence, military service, disability, etc. Certified copies of birth and marriage certificates are attached with this application per the request of the pension board.

X Christine J. Danan
Applicant

Approved for membership into the Willowbrook Police Pension Fund and duly recorded in the Minute Book on _____, 20_____.

Secretary/Board of Trustees
Police Pension Fund

President/Board of Trustees

Village of Willowbrook Police Pension Fund
Cash Flow Analysis
FY 2014-2015

Monthly Payouts (amounts as of 5/1/14):

			Month	Quarter
<u>Retirement:</u>				
Barnacle, John	<u>Retirement Date</u> 4/1/2012	1st inc 1/1/17	5,711.22	17,133.66
Bozek, William D.	8/1/2011	1st inc 1/1/16	4,691.36	14,074.08
Finlon, Steven J.	8/1/2011		5,456.25	16,368.75
Foley, Francis	6/1/2010	1st inc 1/1/15	6,429.48	19,288.44
Konstanty, Ed	3/1/2010		8,291.03	24,873.09
Kurinec, Michael J.	8/1/2011		6,240.81	18,722.43
Oggerino, Paul M.	1/4/2013	1st inc 5/1/17	6,409.00	19,227.00
Pec, Joe	11/29/2008		7,165.44	21,496.32
			<u>50,394.59</u>	<u>151,183.77</u>
<u>Disability:</u>				
Dusek, Joe			2,778.58	8,335.74
McCarthy, James		1st inc 1/1/17	1,620.67	4,862.01
			<u>4,399.25</u>	<u>13,197.75</u>
<u>Surviving Spouse:</u>				
Klevin, Martha		fixed	3,209.37	9,628.11
			<u>3,209.37</u>	<u>9,628.11</u>
Monthly pension requirement beg May 2014			\$ 58,003.21	\$ 174,009.63

Village of Willowbrook Police Pension Fund
Cash Flow Analysis
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