

MEMORANDUM

TO: Board of Trustees

FROM: Richard White, Executive Director

RE: Board of Trustee Election

DATE: July 8, 2022

Recommended action: Approve Election Process, as outlined in the Election Policy, for the Board of Trustees and declare the candidate nomination period as open effective July 18, 2022.

Background:

- As provided for in the statute, the Board of Trustees shall administer the election for the permanent trustees. (40 ILCS 5/22B-116).
- The initial election for the permanent Board of Trustees was conducted in 2020 and the trustees were seated as of January 8, 2021.
- The statute also provides that the terms of office for the elected trustees shall be four-year terms of office. The trustees seated in this election will serve a four-year term of office beginning in January, 2023 through December, 2026.
- The initial election of trustees provided for certain trustees to serve two-years terms of office which will line up the terms of office to accommodate a two-year election cycle whereby a portion of the trustees will face election for four-year terms of office. Another way to say this is that this upcoming election is the first in what will be a regular two-year election cycle for the Board of Trustees.
- The trustee seat appointed by the Governor serves a two-year term of office which will begin on January, 2023 through December, 2024.
- The Election Policy governs the board election process and was last revised by the Board of Trustees on April 8, 2022 in advance of the upcoming election.



Seats of the Board of Trustee up for Election:

- The trustee seats that will be elected in this election are:
 - o (1) Municipal Trustee Seat (Incumbent: Mayor Philip Suess)
 - The term "municipal member" shall refer to any mayor, president, chief executive officer, chief financial officer, or other officer, executive, or department head of a municipality that has a participating pension fund.
 - o (2) Active participant Trustee Seats (Incumbents: Lee Catavu and Paul Swanlund)
 - The term "active member" shall refer to an active police officer participating in an Article 3 Pension Fund.
 - o (1) Beneficiary Trustee Seat (Incumbent: Daniel Hopkins)
 - The term "beneficiary member" shall refer to a retired pensioner, disabled pensioner, surviving spouse, minor children, disabled children, and dependent parents receiving benefits from an Article 3 Pension Fund. If a special need trust as described in Section 1396p(d)(4) of Title 42 of the United States Code, as amended from time to time, has been established for a disabled adult child, then the special needs trust may stand in lieu of the disabled adult child as a beneficiary for the purposes of this article.

Nomination of Candidates Process:

- The Board of Trustees shall set the opening of the nomination process for July 18, 2022, and the closing date of 4:30 p.m. Central Time on August 12, 2022, for when the completed nomination petitions shall be received by the Executive Director or authorized agent.
- All nominations for election shall be conducted with a paper nomination process as presented in Section Q and will be available on the IPOPIF website for downloading by any potential candidate.

- Each petition for an elected trustee shall be executed as follows, per (40 ILCS5/22B-116(b)):
 - a. for municipal member trustees to be elected, by at least 20 such mayors and presidents.
 - Municipal member trustee nomination petitions will be available on the IPOPIF website.
 - b. for trustees to be elected by active participants, by at least 400 participants.
 - Active member trustee nomination petitions will be available on the IPOPIF website.
 - c. for trustees to be elected by beneficiaries, by at least 100 beneficiaries.
 - Beneficiary member trustee nomination petitions will be available on the IPOPIF website.
- The interested candidate will be required to provide appropriate contact information to the Executive Director, or authorized agent on a Statement of Candidacy form, as presented in Section Q, and will be available on the IPOPIF website (www.ipopif.org) for downloading by any potential candidate. This contact information will be confidential and will be used solely to assist in the IPOPIF in the conduct of the nomination and election process.
- The nomination petition filing period will close at 4:30 p.m. Central Time on August 12, 2022 and petitions must be received at the IPOPIF Peoria office by this time.

Service Providers for the Election Process:

- Election Services will be the responsibility Survey and Ballot Systems (SBS). SBS conducted the election held in 2020 and was retained by the Board of Trustees for this and future elections.
- Election Process Legal Services (Conflict Counsel) will be the responsibility of Marisel Hernandez, Jacobs Burns Orlove & Hernandez LLP. Attorney Hernandez served as Conflict Counsel for the election held in 2020 and reviewed the Election Policy prior to the recent adoption by the Board of Trustees.



• The Election Database comprised of the electors (active, retirees, and municipalities) will be developed by Foster & Foster. Foster & Foster provided this service for the prior election, as well.

Action steps for the Board of Trustees for the Election Process:

- <u>July 8, 2022</u>: The Board of Trustees declare the opening of the election process and the nomination of candidates for the election begins.
- <u>September 9, 2022:</u> The Board of Trustees will render decisions to challenges to the Nomination of Candidates.
- October 14, 2022: The Board of Trustees approves the candidates for the election and declares that the election for the Board of Trustees begins.
- <u>December 9, 2022:</u> The Board of Trustees will render decisions to challenges to the Election of Candidates.
- <u>December 9, 2022</u>: The Board of Trustees will certify the election of the Board of Trustees.
- **January 13, 2023**: The Board of Trustees will be seated for the next term of January 2023 through December 2024.

Election Schedule and Important Dates for the Election Process:

- December 17, 2021
 - o Board of Trustees retains election services provider
- April 8, 2022
 - o Board of Trustees approves the revisions to the Election Policy
- July 8, 2022
 - o Board of Trustees Regular Meeting
 - o Approval of the opening of the Election Process
- July 18 to August 12, 2022
 - Nomination Period for Candidates is open
- August 12, 2022
 - Nomination Period Closed



- August 22 24, 2022
 - Nomination Challenge Period for Candidates
- August 29-31, 2022
 - Nomination Challenge Determination Period
- September 1, 2022
 - Nomination Challenge Decision Date
- September 9, 2022
 - o Board of Trustees Regular Meeting
 - o Review findings of Nomination Challenge Decision by Conflict Counsel
- September 16, 2022
 - Deadline for municipalities and participating funds to provide elector information
- October 14, 2022
 - o Board of Trustees Regular Meeting.
 - o Approval of candidates and open election ballot process.
- October 14, 2022
 - o Official ballot packets are mailed to qualified electors.
- October 17 November 10, 2022
 - o Election Period. Ballots are tabulated on a daily basis by the election vendor.
- November 10, 2022
 - o Election Date. Ballots must be received by 4:30 PM (Central Time).
- November 14, 2022
 - o Election vendor conducts the Final Tabulation of Election Ballots.
 - Election vendor delivers electronic results of the election tabulation to IPOPIF by 5:00 PM (Central Time).
- November 15, 2022
 - IPOPIF will publicize the election results on the IPOPIF website by 4:30 PM (Central Standard Time).
- November 16-22, 2022
 - Election Result Challenge Determination Period
- November 28-30, 2022



- o Election Result Challenge Decision Date
- December 9, 2022
 - o Board of Trustees Regular Meeting
 - o Review findings of Nomination Challenge Decision by Conflict Counsel
 - o Certification of Election Results by Board of Trustees of Trustees
- January 13, 2023
 - o Board of Trustee Regular Meeting
 - Seating of the Board of Trustees

ILLINOIS POLICE OFFICERS' PENSION INVESTMENT FUND ACTIVE MEMBER TRUSTEE CANDIDATE PETITION

We, the undersigned, qualified voters and members of an Article 3 Police Pension Fund and an **ACTIVE POLICE OFFICER** do hereby petition that the following named person shall be a Candidate for election as an **ACTIVE MEMBER TRUSTEE** to be voted for at the Illinois Police Officers' Pension Investment Fund Election to be held on November 10, 2022.

NAME:				
ADDRESS:		ACTIVE MEMBER TRUSTEE FOR THE ILLINOIS POLICE OFFICERS' PENSION INVESTMENT FUND		
		ILLINOIS POLICE OFFICERS PENSIO	N INVESTMENT FOND	
VOTER/OFFICER'S SIGNATURE	VOTER/OFFICER'S PRINTED FULL NAME	POLICE PENSION FUND STREET ADDRESS	CITY,TOWN, OR VILLAGE	
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State of Illinois)				
) SS County of)				
l, in my presence, are genuine, and		lame) do hereby certify that the signature e and belief the persons so signing were		
petition ACTIVE POLICE OFFICERS		and their respective Pension Fund addre		
above set forth.				
		(Circulator's Signature)		
Signed and sworn to (or affirmed) by		before me, on	_	
(Name of Circulator)		(Inse	rt Month/Day/Year)	
Notary Stamp/Seal:				
 		(Notary Public's Signature)	_	
i I				
			HEET NO.	

STATEMENT OF CANDIDACY ACTIVE MEMBER TRUSTEE

A Candidate for the Active Member Trustee position must complete this information form and return it to the Illinois Police Officers' Pension Investment Fund's (IPOPIF) mailing address or email address listed below. Please return the completed document at your earliest convenience, and no later than 4:30 p.m. (Central Time) on August 12, 2022.

This information will be used solely by IPOPIF to communicate with the Candidate during the nomination and election process.

CANDIDATE INFORMATION				
ACTIVE MEMBER TRUSTEE				
First Name Last Name				
Name to be Printed on Ballot	_			
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Home or Work Street Address				
Home or Work City/State/Zip Code				
() Home Phone Number Mobile Phone Number				
Home Phone Number Wiodile Phone Number				
Email Address				
Participating Article 3 Pension Fund				
NOTE: Candidates must complete the information in its entirety and return the form to:				
Illinois Police Officers' Pension Investment Fund				
456 Fulton Street, Suite 402 Peoria, IL. 61602				
OR:				
Email: rwhite@ipopif.org				
Subject Line: Active Member Trustee Statement of Candidacy – INSERT FULL NAME				

BALLOT DESIGNATION

 The candidate may submit a <i>short ballot designation</i> that will be printed on the official ballot along with the candidate's name. Such designation shall be limited to the candidate's title, office, employment classification or similar position held by the candidate. This designation shall not be more than forty (40) characters in length, including spaces. If the ballot designation submitted by the candidate exceeds the foregoing space limitation, no ballot designation shall be printed for that candidate.
ENTER BALLOT DESIGNATION BELOW:
By signing below, I hereby certify that the preceding information and statements are true.

Today's Date: _____ Signature: ____

STATEMENT OF CANDIDACY BENEFICIARY MEMBER TRUSTEE

A Candidate for the Beneficiary Member Trustee position must complete this information form and return it to the Illinois Police Officers' Pension Investment Fund's (IPOPIF) mailing address or email address listed below. Please return the completed document at your earliest convenience, and no later than 4:30 p.m. (Central Time) on August 12, 2022.

This information will be used solely by IPOPIF to communicate with the Candidate during the nomination and election process.

CANDIDATE INFORMATION BENEFICIARY MEMBER TRUSTEE			
First Name	Last Name		
Name to be Printed on Ballot			
Home or Work Street Address			
Home or Work City/State/Zip Code			
()			
Home Phone Number	Mobile Phone Number		
Email Address Participating Article Pension Fund FROM WH	ICH I AM RECEIVING BENEFITS		
NOTE: Candidates must complete the infor	mation in its entirety and return the form to:		
Illinois Police Officers' Pension Investr 456 Fulton Street, Suite 402 Peoria, IL 61602	ment Fund		
OR:			
Email: rwhite@ipopif.org			
Subject Line: Beneficiary Member Stat FULL NAME	rement of Candidacy – INSERT		

BALLOT DESIGNATION

 The candidate may submit a <i>short ballot designation</i> that will be printed on the official ballot along with the candidate's name. Such designation shall be limited to the candidate's title, office, employment classification or similar position held by the candidate. This designation shall not be more than forty (40) characters in length, including spaces. If the ballot designation submitted by the candidate exceeds the foregoing space limitation, no ballot designation shall be printed for that candidate.
ENTER BALLOT DESIGNATION BELOW:
By signing below, I hereby certify that the preceding information and statements are true.

Today's Date: _____ Signature: ____

ILLINOIS POLICE OFFICERS' PENSION INVESTMENT FUND BENEFICIARY MEMBER TRUSTEE CANDIDATE PETITION

We, the undersigned, qualified voters and beneficiaries of an Illinois Article 3 Police Pension Fund, are either a *RETIRED PENSIONER*, *A DISABLED PENSIONER*, *A SURVIVING SPOUSE OF A PENSIONER*, *MINOR CHILD*, *DEPENDENT CHILD*, *OR DEPENDENT PARENT*, *AND ARE RECEIVING BENEFITS*, and do hereby petition that the following named person shall be a Candidate for election as *BENEFICIARY MEMBER TRUSTEE* to be voted for at the Illinois Police Officers' Pension Investment Fund Election to be held on November 10, 2022.

NAME:					
ADDRESS:		BENEFICIARY MEMBER TRUSTEE FOR THE ILLINOIS POLICE OFFICERS' PENSION INVESTMENT FUND			
VOTER/BENEFICIARY'S SIGNATURE	VOTER/BENEFICIARY'S PRINTED FULL NAME	VOTER/BENEFIC		CITY,TOWN, OR VILLAGE	VOTER/BENEFICIARY'S PENSION FUND
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			(Circulator'	s Signature)	
Signed and sworn to (or affirmed) by(Name of Circulator)		cor)	before me, on (Insert Month/Day/Year)		Month/Day/Year)
Notary Stamp/Seal:					
			(Notary Pub	olic's Signature)	ET NO.

STATEMENT OF CANDIDACY MUNICIPAL MEMBER TRUSTEE

A Candidate for the Municipal Member Trustee position must complete this information form and return it to the Illinois Police Officers' Pension Investment Fund's (IPOPIF) mailing address or email address listed below. Please return the completed document at your earliest convenience, and no later than 4:30 p.m. (Central Time) on August 12, 2022.

This information will be used solely by IPOPIF to communicate with the Candidate during the nomination and election process.

CANDIDATE INFORMATION				
MUNICIPAL MEMBER TRUSTEE				
First Name	Last Name			
Name to be Printed on Ballot				
Work Street Address				
Work City/State/Zip Code				
()	()			
Work Phone Number	Business Mobile Phone Number			
Business Email Address				
Participating Municipality Name				
Municipal Representative Position at Municipali	ity (Check One):			
☐ MAYOR ☐	VILLAGE OR TOWN PRESIDENT			
☐ CHIEF EXECUTIVE OFFICER ☐	CHIEF FINANCIAL OFFICER			
☐ OTHER EXECUTIVE ☐	DEPARTMENT HEAD			
NOTE: Candidates must complete the information in its entirety and return the form to:				
Illinois Police Officers' Pension Investment Fund 456 Fulton Street, Suite 402 Peoria, IL. 61602				
OR:				
Email: rwhite@ipopif.org Subject Line: Mun	icipal Member Statement of Candidacy – INSERT FULL NAME			

BALLOT DESIGNATION

 The candidate may submit a <i>short ballot designation</i> that will be printed on the official ballot along with the candidate's name. Such designation shall be limited to the candidate's title, office, employment classification or similar position held by the candidate. This designation shall not be more than forty (40) characters in length, including spaces. If the ballot designation submitted by the candidate exceeds the foregoing space limitation, no ballot designation shall be printed for that candidate.
ENTER BALLOT DESIGNATION BELOW:
By signing below, I hereby certify that the preceding information and statements are true.

Today's Date: _____ Signature: ____

ILLINOIS POLICE OFFICERS' PENSION INVESTMENT FUND MUNICIPAL MEMBER TRUSTEE CANDIDATE PETITION

We, the undersigned, qualified voters, hold the office of either MAYOR, OR VILLAGE OR TOWN PRESIDENT, do hereby petition that the following named person shall be a Candidate for election as a MUNICIPAL MEMBER TRUSTEE to be voted for at the Illinois Police Officers' Pension Investment Fund Election to be held on November 10. 2022 AND IS EITHER A MAYOR, VILLAGE OR TOWN PRESIDENT, CHIEF EXECUTIVE OFFICER, CHIEF FINANCIAL OFFICER, OR OTHER OFFICE OR DEPARTMENT HEAD OF A CITY, TOWN, OR VILLAGE.

NAME:										
TITLE: ADDRESS: CANDIDATE'S MUNICIPALITY:		MUNICIPAL MEMBER TRUSTEE FOR THE ILLINOIS POLICE OFFICERS' PENSION INVESTMENT FUND								
						VOTER/OFFICIAL'S	VOTER/OFFICIAL'S	MUNICIPALITY	CITY,TOWN, OR	VOTER/OFFICIAL'S
						SIGNATURE	PRINTED FULL NAME	STREET ADDRESS	VILLAGE	TITLE
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		(Circulator's Signature)								
Signed and sworn to (or affirmed) by		be	hefore me on							
(Name of Circulator)			before me, on (Insert Month/Day/Year)							
Notary Stamp/Seal:										
		(Notary Pul	olic's Signature)							
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