



ILLINOIS POLICE OFFICERS' PENSION INVESTMENT FUND

BOARD MEMBERS

Scott Bowers

*Participant Representative
Peoria, IL*

Lee Catavu

*Participant Representative
Aurora, IL*

Paul Swanlund

*Participant Representative
Bloomington, IL*

Daniel Hopkins

*Beneficiary Representative
Collinsville, IL*

Mark Poulos

*Beneficiary Representative
Rock Island, IL*

Elizabeth Holleb

*Municipal Representative
Lake Forest, IL*

Michael Inman

*Municipal Representative
Macomb, IL*

Phil Suess

*Municipal Representative
Wheaton, IL*

Brad Cole

*Illinois Municipal League
Representative
Carbondale, IL*

March 18, 2024

TO: ARTICLE 3 POLICE PENSION FUND REPRESENTATIVES
FROM: RICHARD WHITE, IPOPIF EXECUTIVE DIRECTOR
RE: TRANSFER NOTIFICATION LETTER AND PROCEDURES FOR
TRANSITION OF ASSETS – OCTOBER 1, 2024

INTRODUCTION

This letter is being sent to representatives of Article 3 Pension Funds that have not yet transferred investment asset to the Illinois Police Officers' Pension Investment Fund (IPOPIF). On February 9, 2024, the IPOPIF Board of Trustees approved a transition plan for Article 3 funds that have not yet transferred investment assets to IPOPIF. To minimize transition costs and risks, one final transition will be held on October 1, 2024. A copy of the IPOPIF Transfer of Assets Rule is attached for your reference. Please consider forwarding this letter to your fund's custodians, investment advisors, consultants, investment managers, legal counsel, as soon as possible.

TRANSFER DATE

In accordance with the Illinois Pension Code (40 ILCS 5/22B-120(d)) you are hereby notified that IPOPIF intends to assume fiduciary control of your Article 3 pension fund assets on October 1, 2024. This is the only transfer date. Postponement or rescheduling will not be authorized.

APPOINT AUTHORIZED AGENTS

Each Article 3 fund shall adopt the Resolution Appointing Authorized Agents attached hereto as Exhibit A no later than June 30, 2024. Upon adoption, email an executed copy of the resolution, including the secretary's certificate, to IPOPIF at info@ipopif.org.

INFORM FIDUCIARY ENTITIES

Following appointment, your fund's Authorized Agents must send a notice to all custodians and any entity with fiduciary control of any portion of your pension fund's assets (e.g., banks, brokers, investment managers, and consultants). This notice must be signed by persons recognized by the fiduciary entity. A copy of that notice is attached hereto as Exhibit B. Please copy info@ipopif.org on that correspondence. Also, please provide IPOPIF with contact information for your custodial bank, investment managers, and consultants, including name, email address, and phone number.

456 Fulton Street, Suite 402, Peoria, IL. 61602

(309) 280-6464 www.ipopif.org



ILLINOIS POLICE OFFICERS' PENSION INVESTMENT FUND

NOTICE OF CERTIFIED PUBLIC ACCOUNTANT

In accordance with the Pension Code and the IPOPIF Transfer of Assets Rule, IPOPIF has engaged Certified Public Accountants (CPAs) to determine a Certified Investment Asset List. The asset certification process and timeline are detailed in an attachment, which includes a list of CPA assignments.

CASH MANAGEMENT AND ACCOUNT ACCESS

Cash Management and Account Access is explained in the attached materials. Please complete the attached Cash Access form (Exhibit C) and send a signed pdf copy to cashinstructions@IPOPIF.org. "Account Representatives" (people who can transact cash) other than Authorized Agents and the Treasurer of the Article 3 fund, must be appointed by resolution of the Article 3 fund. IPOPIF recommends retaining sufficient cash to pay three months of benefits until cash access is established.

TRANSFER LETTER OF DIRECTION

During the asset certification process, the Authorized Agents will be provided with the Letter of Direction (LOD), which will initiate the transfer of investments assets to IPOPIF. Separate LODs may be required if there are multiple investment managers or custodial banks. The format of the LOD may be slightly different, depending on the transferring entity. The LOD must be signed by a person recognized by the transferring bank, brokerage, or investment manager.

ASSET CONVERSION

Following receipt of transferred investment assets at IPOPIF Custodian, State Street Bank and Trust, the assets are moved to a "Transition Pool" where investments will be traded by IPOPIF's Transition Manager, State Street Global Markets, to attain the target asset allocation. The pooling of assets promotes trading efficiencies while maintaining equitable valuation for each article 3 fund. Stocks and bonds will be retained if they fit within the target asset allocation. The average cost for prior transitions was 4.9 basis points (0.049%).

RECONCILIATION RECEIPT

Within 30 days following asset receipt, the Authorized Agents will be provided with a detailed receipt which will reconcile the quantity and value of each security received with the Certified Investment Asset List and final information from the transferring entity.



ILLINOIS POLICE OFFICERS' PENSION INVESTMENT FUND

MONTHLY REPORTS

Monthly reports are posted to the IPOPIF website by the third week of the following month. Following the initial transition to the target portfolio, daily values and transactions can be viewed on the reporting portal by authorized persons.

CHECKLIST

Please refer to the attached Transfer Checklist to keep track of required transition actions.

ASSISTANCE

Please contact IPOPIF at 309-280-6464 or info@ipopif.org with any transition questions.