

## AGENDA REPORT

TO: Mayor Pat Humphrey and the Clare City Commission  
FROM: Ken Hibl, City Manager  
DATE: September 1, 2016  
RE: Designation of Voting Delegates – MERS Annual Conference

For the Agenda of September 6, 2016

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**Background:** The Michigan Employees Retirement System (MERS) will hold its annual conference in Traverse City, Michigan on September 28<sup>th</sup> and 29<sup>th</sup>. The City Commission has traditionally sent two delegates to the conference, an employee representative elected by the City's employees to represent their interests at the conference, and a management delegate (traditionally, the City Treasurer) to represent management's interests at the conference.

Through individually cast ballots the City employees have elected Sarah Schumacher as their primary delegate and Luke Potter as their alternate representative. City Treasurer Steven Kingsbury will be in final preparation for the City's annual audit so City Clerk Diane Lyon has agreed to attend on behalf of the City as its management representative and Steve has agreed to serve if needed as the alternate management representative. The City Commission is asked to formally designate these individuals to represent the respective elements of the City at the annual conference. MERS requires the City's delegates be appointed by the respective municipal governing body in order to vote on policy matters presented to the delegation for decision.

**Issues & Questions Specified:** Should the City Commission appoint voting delegates to attend the annual MERS Conference?

**Alternatives:**

1. Appoint the individuals elected and traditionally appointed.
2. Appoint City employees other than elected or traditionally appointed.
3. Do not appoint any City employees to attend the conference.
4. Set this matter aside for further discussion, consideration, and decision at a future, scheduled meeting. *Note: if the Commission does not send a representative(s) to the conference, there is no need to appoint a delegate(s) and no action will be required.*

**Financial Impact:** If the Commission decides to send the delegates to the conference the cost this year will include registration (\$350) and hotel accommodations (\$360 plus applicable taxes and fees) for the two-day event. Meals during the conference for the delegates are provided as part of the conference registration fee and the City's administrative vehicle will be used for transportation.

**Recommendations:** I recommend that the City Commissioner appoint Sarah Schumacher as the primary employee delegate and Luke Potter as the alternate employee delegate and Diane Lyon as the management representative and Steven Kingsbury as the alternate management representative to attend the 2016 annual MERS Conference by adoption of the proposed Resolution 2016-097 (copy attached).

**Attachment:** Resolution 2016-097.

**RESOLUTION 2016-097**

**A RESOLUTION OF THE CLARE CITY APPOINTING THE PRIMARY AND ALTERNATIVE EMPLOYEE AND MANAGEMENT VOTING DELEGATES TO ATTEND THE MICHIGAN EMPLOYEE RETIREMENT SYSTEM (MERS) 2016 ANNUAL MEETING.**

**WHEREAS**, the Michigan Employees Retirement System (MERS) will hold its annual meeting on September 28<sup>th</sup> and 29<sup>th</sup>, 2016 in Traverse City, Michigan; and

**WHEREAS**, the City of Clare has traditionally sent two representatives to the meeting, an employee representative elected by the members of the local bargaining units and a management representative appointed by the City Commission; and

**WHEREAS**, the employees have elected Sarah Schumacher as their primary representative and Luke Potter as their alternate representative; the City Commission has traditionally appointed the City Treasurer to represent management with the City Clerk serving as an alternate.

**NOW THEREFORE BE IT RESOLVED THAT** the City Commission of the City of Clare hereby appoints Sarah Schumacher to serve as its primary employee delegate and Luke Potter to serve as its alternate employee delegate to vote on any and all matters brought before the voting body of MERS and to represent the City's employees at the annual MERS meeting.

**BE IT FURTHER RESOLVED THAT** the City Commission appoints City Clerk Diane Lyon to serve as the management delegate of the City at said conference and that City Treasurer/Finance Director Steven Kingsbury as the alternate management delegate.

**ALL RESOLUTIONS AND PARTS OF RESOLUTIONS INSOFAR AS THEY CONFLICT WITH THE PROVISIONS OF THIS RESOLUTION BE AND THE SAME ARE HEREBY RESCINDED.**

**The Resolution was introduced by Commissioner      and supported by Commissioner      .  
The Resolution declared adopted by the following roll call vote:**

**YEAS:**

**NAYS:**

**ABSENT:**

Resolution approved for adoption on this 6<sup>th</sup> day of September 2016.

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Diane Lyon, City Clerk