

## AGENDA REPORT

TO: Mayor Pat Humphrey and the Clare City Commission  
FROM: Jeremy Howard, City Manager  
DATE: August 3, 2023  
RE: Designation of Voting Delegates – MERS Annual Conference

For the Agenda of August 7, 2023

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**Background:** The Michigan Employees Retirement System (MERS) will hold its annual conference in Detroit, Michigan on September 27<sup>th</sup>, 28<sup>th</sup> & 29<sup>th</sup>, 2023 (*flyer att'd*). 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 to represent management's interests at the conference.

This year the employees eligible to vote have selected David Saad as their primary delegate and Chad Michels as the alternate. Jeremy Howard will be the management primary delegate and Shannon Sirpilla will serve as an alternate.

MERS requires the City's delegates to be appointed by the respective municipal governing body in order to vote on policy matters presented to the delegation for decision (*delegate form att'd*). Therefore, the City Commission is asked to formally designate these individuals to represent the employees and the City at the annual conference.

**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.

**Financial Impact:** If the Commission decides to send the delegates to the conference the cost this year including registration and hotel accommodations is approximately \$1,500 total for the two-day event for both attendees. Most of the meals during the conference for the delegates are provided as part of the conference registration fee. This expense is budgeted for in the current year budget as usual.

**Recommendations:** I recommend that the City Commission appoint David Saad as the primary employee delegate and Chad Michels as the alternate employee delegate. Furthermore, I recommend that the Commission appoint Jeremy Howard as the management representative and Shannon Sirpilla as the alternate management representative to attend the 2023 annual MERS Conference by the adoption of the attached Resolution 2023-055.

**Attachment:**

1. MERS Flyer.
2. MERS Delegate Form.
3. Resolution 2023-055.

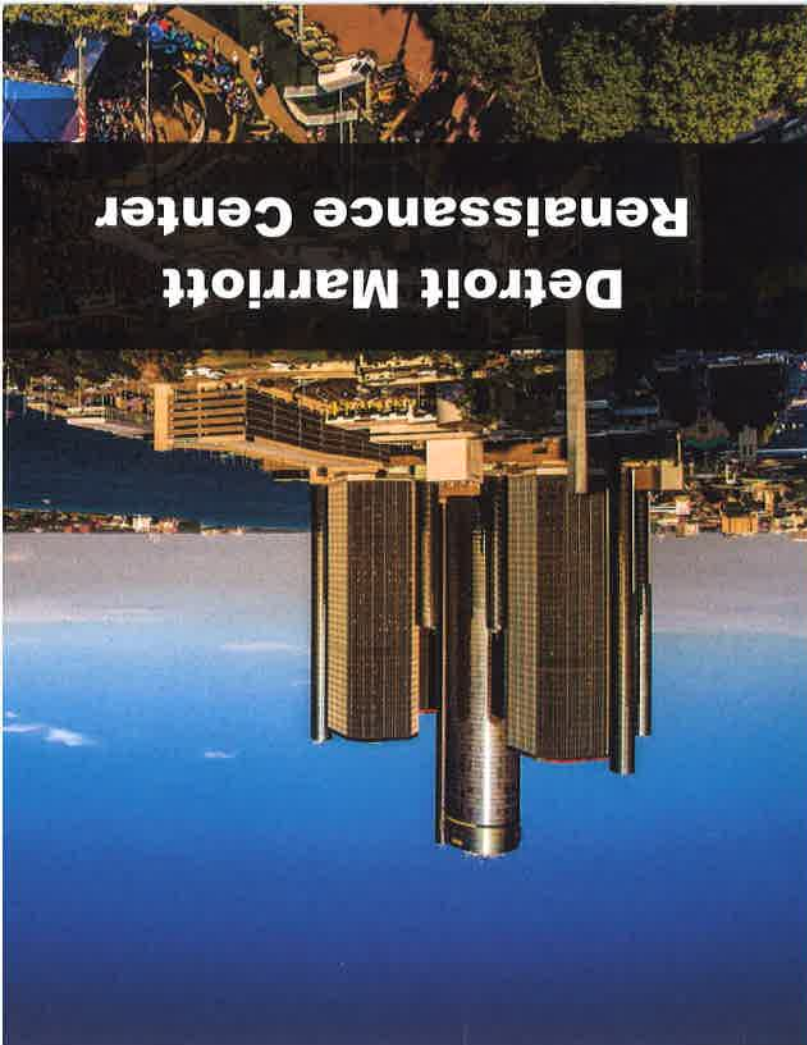
September 28 – 29  
Thursday – Friday

# Retirement Conference 2023

..... YOU'RE INVITED .....



Detroit Marriott  
Renaissance Center



## Early Bird Pricing

Register by **August 4** to receive the discounted rate of \$255/person.

After August 4, the rate will be \$345/person.  
Online registration will close September 15.

[www.mersofmich.com/annualconference](http://www.mersofmich.com/annualconference)



## Book Your Hotel Room

The deadline to reserve a Detroit Marriott hotel room at the discounted rate of \$199/night is Wednesday, September 6.

**New this year!** Book your hotel room at the same time you register for the conference. After you complete your conference registration, you will be presented with the option to reserve a hotel room.



## MERS welcomes you

Join us in Detroit for our Annual Retirement Conference. This year's event promises to provide you with valuable insights on MERS plan information, investment education, plan funding best practices, SECURE 2.0 updates and many opportunities to network with your peers.



## Making an Impact

We're excited to host the first MERS Impact Awards luncheon on Thursday, September 28. Join us as we celebrate those municipalities that have demonstrated a commitment to helping employees achieve financial security in retirement.

There's still time to submit a nomination. Visit [www.mersofmich.com](http://www.mersofmich.com) for details.



## MERS Business Meeting

Thursday, September 28, the MERS Business Meeting convenes. You will hear from MERS CEO Kerrie Vanden Bosch, and delegates will have an opportunity to vote for members of the MERS Retirement Board.

For more information on appointing and electing delegates, visit the conference website.

## Back by popular demand!

Join us on Thursday, September 28 for a Detroit-themed strolling dinner featuring some of the delicious fare the Motor City is known for. Following dinner, *Howl2Go* will duel on the pianos to provide entertainment all evening. Come prepared to request your favorite songs and to have a good time with your fellow conference attendees!





**Municipal Employees' Retirement System of Michigan**  
 1134 Municipal Way • Lansing, MI 48917  
 800.767.6377  
 www.mersofmich.com

## 2023 Officer and Employee Delegate Certification Form

MERS Annual Business Meeting | September 2023

Please print clearly • Scan and attach this file when you register online • Retain a copy for your records

**IMPORTANT:** If you are not electing/appointing delegates to vote during the MERS Annual Business Meeting, please **DO NOT** submit this form. A **delegate** is **NOT** confirmed to have voting rights until this form has been uploaded with their online registration.

The voting delegate representative must be a MERS member, defined as an **active employee on payroll** who is enrolled in either a MERS Defined Benefit Plan, Defined Contribution Plan or Hybrid Plan.

### 1. Officer (and alternate) delegate information

The officer delegate (or alternate) shall be a MERS member who holds a department head position or above, exercises management responsibilities, and is directly responsible to the legislative, executive, or judicial branch of government.

Officer Delegate name

**Jeremy Howard**

Officer Alternate name

**Shannon Sirpilla**

Officer delegate and alternate listed above were appointed to serve during the 2023 MERS Annual Business Meeting by official action of the governing body (or chief judge for a participating court) on August 7, 2023.

### 2. Employee (and alternate) delegate information

The employee delegate (or alternate) shall be an employee member who is not responsible for management decisions, receives direction from management and, in general, is not directly responsible to the legislative, executive, or judicial branch of government.

Employee Delegate name

**David Saad**

Employee Alternate name

**Chad Michels**

Employee delegate and alternate listed above were elected to serve during the 2023 MERS Annual Business Meeting by secret ballot election conducted by an authorized officer on July 31, 2023.

### 3. Certification

**NOTE:** Certification should be signed by a member of the governing body or chief administrative officer, or the chief judge for a participating court. **An electronic signature is permissible.**

I certify that the officer delegate and alternate selections are true and correct, and the secret ballot election results for the employee delegate and alternate are true and correct.

|                             |                                |                                  |                   |
|-----------------------------|--------------------------------|----------------------------------|-------------------|
| Employer/municipality name* | Municipality number*           | Email address                    |                   |
| <b>CITY OF CLARE</b>        | <b>1804</b>                    | <b>phumphrey@cityofclare.org</b> |                   |
| Employer address            | Employer city                  | Employer state                   | Employer zip code |
| <b>202 W. Fifth St.</b>     | <b>Clare</b>                   | <b>MI</b>                        | <b>48617</b>      |
| Printed name                | Title of authorized authority* |                                  |                   |
| <b>Pat Humphrey</b>         | <b>Mayor</b>                   |                                  |                   |
| Authorized signature*       |                                |                                  | Date              |
|                             |                                |                                  |                   |

\* Required field



1. You may complete it electronically (an electronic authorized signature is permissible), then save it and upload it when registering your delegate(s) – OR –
2. You may print it off and complete it, then scan and upload it to your computer for uploading when you register your delegate(s).

**RESOLUTION 2023-055**

**A RESOLUTION OF THE CLARE CITY COMMISSION APPOINTING THE PRIMARY AND ALTERNATIVE EMPLOYEE AND OFFICER VOTING DELEGATES TO ATTEND THE 2023 MICHIGAN EMPLOYEE RETIREMENT SYSTEM (MERS) ANNUAL MEETING.**

**WHEREAS**, the Michigan Employees Retirement System (MERS) will hold its annual meeting on September 27<sup>th</sup>, 28<sup>th</sup>, and 29<sup>th</sup> in Detroit, 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 David Saad as their primary representative and Chad Michels as their alternate representative; and

**WHEREAS**, one member of the city's administrative staff, the City Manager, City Treasurer, or City Clerk, has historically been selected to serve as the primary city management delegate, and one member selected to serve as the alternate delegate;

**NOW THEREFORE BE IT RESOLVED THAT** the City Commission of the City of Clare hereby appoints David Saad to serve as its primary employee delegate and Chad Michels 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 Manager Jeremy Howard to serve as the management delegate of the City at said conference and City Treasurer Shannon Sirpilla to serve 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 7<sup>th</sup> day of August, 2023.**

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**Diane Lyon, City Clerk**