



Agenda Cover Memorandum

Meeting Date: January 9, 2017

Meeting Type: COW (Committee of the Whole) City Council Budget Workshop

Item Title: Approve Resolution terminating the participation of the City Clerk of the City of Park Ridge effective January 1, 2017

Action Requested: Approval For discussion
 Feedback requested For your information

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Background:

As a part of their normal duties IMRF conducted an audit of the City's compliance with IMRF statutes, policies and procedures. One of the audit items that the City was required to perform was to determine whether the City Clerk (an Elected Official) met the requirements of 1,000 hours under the requirements for Elected Officials for the City of Park Ridge. In 1992 the City of Park Ridge adopted the 1,000 hour rule for all employees and elected officials to be able to participate in IMRF. Currently all City employees who work at least 1,000 hours are required to participate in IMRF. In 2012 the City Council, by resolution, determined that all elected officials except the City Clerk did not meet the annual hourly work standards and were therefore not eligible to participate in IMRF.

The City Clerk remained in IMRF. As a result of the recent audit and discussions with the City Clerk it has been determined that the City Clerk's position for the City of Park Ridge does not meet the 1,000 hour standard. However, our current City Clerk, Betty Henneman is grandfathered under the previous 600 hour rule because she began employment as the City Clerk prior to the 1992 resolution adopting the 1,000 hour standard.

After discussion with Betty, it has been determined that the position does not require 600 hours. As a result we are requesting that the City Clerk for the City of Park Ridge no longer participate in IMRF. A separate resolution is required because of Clerk Henneman being grandfathered at the 600 hour level under IMRF rules.

Recommendation:

Approve Resolution terminating the participation of the City Clerk of the City of Park Ridge effective January 1, 2017

Budget Implications:

Does Action Require an Expenditure of Funds: Yes No

If Yes, Total Cost:

If Yes, is this a Budgeted Item:

Yes No Requires Budget Transfer

If Budgeted, Budget Code (Fund, Dept, Object)

Attachments:

- Resolution