



CITY OF NOVI CITY COUNCIL
AUGUST 31, 2026

SUBJECT: Approval of the 2026 MERS Delegate Certification Form appointing Kamry Smith as the Employee Delegate and Katie McConnachie as the Officer Delegate to attend the 2026 Annual Municipal Employees Retirement System (MERS) Conference.

SUBMITTING DEPARTMENT: City Clerk

KEY HIGHLIGHTS:

- The MERS Annual Conference will occur on October 8–9, 2026 in Grand Rapids.
- Per the MERS Plan Document, the Employee Delegate was elected by the members of MERS.

BACKGROUND INFORMATION:

Each year, City employees elect an Employee Delegate to represent them at the MERS Annual Conference. MERS serves as the City of Novi's pension administrator and provides educational opportunities for employees to better understand their retirement benefits and plan provisions. The Employee Delegate attends educational sessions, receives updates regarding MERS programs and retirement benefits, and reports relevant information back to City employees following the conference.

RECOMMENDED ACTION: Approval of the 2026 MERS Delegate Certification Form appointing Kamry Smith as the Employee Delegate and Katie McConnachie as the Officer Delegate to attend the 2026 Annual Municipal Employees Retirement System (MERS) Conference.



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

2026 Officer and Employee Delegate Certification Form

MERS Annual Business Meeting | October 2026

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

Katie McConnachie

Officer Alternate name

Officer delegate and alternate listed above were appointed to serve during the 2026 MERS Annual Business Meeting by official action of the governing body (or chief judge for a participating court) on AUGUST 31, 2026.

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

KAMRY SMITH

Employee Alternate name

Employee delegate and alternate listed above were elected to serve during the 2026 MERS Annual Business Meeting by secret ballot election conducted by an authorized officer on AUGUST 26, 2026.

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*

City of Novi

Municipality number*

632001

Email address

chanson@cityofnovi.org

Employer address

45175 W Ten Mile Rd.

Employer city

Novi

Employer state

MI

Employer zip code

48375

Printed name

Justin Fischer

Title of authorized authority*

Mayor

Authorized signature*

Date

8/31/2026

* Required field

2
ways to
submit

1. Fill out a printed version, then scan and save it to your computer. Upload it when requested during the conference registration process. – OR –
2. Visit the conference website and download the form. Fill it out (an electronic signature is permissible), then save and upload it when requested during the conference registration process.