



## CITY COUNCIL AGENDA ITEM STAFF REPORT

MEETING DATE:	APRIL 22, 2025
TITLE:	RESOLUTION OF THE CITY OF COLLINSVILLE APPROVING AN ILLINOIS MUNICIPAL RETIREMENT FUND BENEFIT PROTECTION LEAVE APPLICATION
DEPARTMENT:	HUMAN RESOURCES
PROJECT MANAGER:	PAYTON CHILDERSON, HUMAN RESOURCES DIRECTOR
REQUESTED ACTION:	APPROVAL
STRATEGIC PLAN GOAL(s):	#7: SUPPORT EXCELLENT MUNICIPAL SERVICES
ATTACHMENTS:	RESOLUTION

### EXECUTIVE SUMMARY

Kelsey Timken is requesting that her one-month unpaid leave be recognized for Illinois Municipal Retirement Fund (IMRF) service credit under IMRF's Benefit Protection Leave Program. This program allows employees on unpaid leave to continue earning service credit, subject to approval on a case-by-case basis. To participate, employees must pay their share of IMRF contributions, while the employer's portion may be covered through future rate adjustments.

### Key Points of IMRF's Benefit Protection Leave:

- Eligible employees can establish up to 12 months of Benefit Protection Leave over the course of their entire IMRF career.
- Applications for this benefit can be submitted during or after the leave period.
- Approval of Benefit Protection Leave is determined on a **case-by-case basis** by the City of Collinsville City Council. All requests are required to be presented to the City Council for approval.
- Employers are **not obligated** to approve requests for Benefit Protection Leave. However, there is an exception of leave requested by employees on FMLA in certain circumstances.

### RECOMMENDATION

Staff is recommending approval of Resolution Authorizing IMRF Benefit Protection Leave for Kelsey Timken.