

RESOLUTION NO. 2026-05

A RESOLUTION AUTHORIZING A PHASED RETIREMENT OPTION (PRO) AGREEMENT UNDER MNPERA AND APPROVING RELATED POLICE DEPARTMENT STAFFING ADJUSTMENTS

WHEREAS, the City participates in the Minnesota Public Employees Retirement Association (PERA), which permits eligible employees to participate in a Phased Retirement Option (PRO) agreement at the discretion of the employer; and

WHEREAS, a PRO agreement allows an eligible employee to begin receiving PERA retirement benefits while continuing employment with the City on a reduced schedule, subject to PERA requirements and City Council approval; and

WHEREAS, an eligible employee serving as one of two Police Records Technicians has requested authorization to enter into a PRO agreement; and

WHEREAS, as part of the City's 2026 organizational plan to create the Administrative Captain position within the Police Department, both Police Records Technician positions were reduced from forty (40) hours per week to thirty-two (32) hours per week; and

WHEREAS, implementation of a PRO agreement would allow one Police Records Technician to transition to a reduced schedule while enabling the City to restore the second Police Records Technician position to full-time (40 hours per week) status; and

WHEREAS, even with the restoration of one full-time Records Technician position, the City would realize a net payroll savings of approximately four (4) hours per week compared to the 2026 adopted budget; and

WHEREAS, the City Council desires to authorize a limited PRO arrangement with clearly defined terms, benefit provisions, and Council oversight of any future extensions.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Spring Lake Park, Minnesota, as follows:

1. *Authorization of PRO Agreement.* The City Council authorizes the City Administrator to enter into up to two consecutive one-year Phased Retirement Option (PRO) agreements with an eligible Police Records Technician, consistent with MnPERA requirements.
2. *Benefits During Initial Term.* During the initial two-year PRO period, the employee shall remain eligible for City-provided health and dental insurance benefits on the same terms and conditions applicable to other full-time, non-bargaining unit employees.
3. *Council Discretion for Extensions.* Any PRO agreement beyond the initial two-year period shall require separate City Council approval and shall be granted solely at the discretion of the City Council, based on departmental needs and available budget. Any extension of the PRO arrangement beyond the initial two-year period shall be without

City-provided health or dental insurance benefits, recognizing the employee's eligibility for Medicare.

4. *Staffing Adjustment Authorization.* Upon the transition of the first Police Records Technician to phased retirement status, and in conjunction with approval of the PRO agreement, the City Administrator is authorized to restore the second Police Records Technician position to full-time (40 hours per week) status.
5. *Administrative Authority.* The Administrator, Clerk/Treasurer is authorized to execute all documents necessary to implement this resolution and to administer the PRO agreement in accordance with MnPERA requirements and City policies.

The foregoing resolution was moved for adoption by

Upon roll call, the following voted aye:

And the following voted nay:

Whereupon the Mayor declared said resolution duly passed and adopted this 2nd day of February 2026.

Robert Nelson, Mayor

ATTEST:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer