

ACTIVE EMPLOYEE TRUSTEE NOMINATION PETITION FORM

CINCINNATI RETIREMENT BOARD OF TRUSTEES



2026 Election for One Active Employee Trustee

Requirement for Candidacy and Process Details

An election will be held for ONE Trustee who will represent the Cincinnati Retirement System (CRS) Active Employee members. The candidate must be a CRS active employee who is not a participant in DROP. The candidate with the highest number of votes will serve a four (4) year term ending in July 2030.

The CRS Board of Trustees governs and oversees the benefits administered by the CRS, including the Pension Trust, the Retiree Health Care Trust, and the investment of all Trust assets. The Board meets on the first Thursday of each month, and the various Committees meet quarterly, usually immediately preceding a Board meeting.

Qualified Candidates shall be elected by the following CRS Members:

- full-time, part-time, or seasonal employees who are employed by the City of Cincinnati as of the opening of the Election, including members who are participating in the Deferred Retirement Option Plan (DROP)
- deferred vested members

A candidate shall be disqualified from seeking election to the Board, or remaining as a Board Trustee, for any of the following:

- Finding of dishonesty in any civil proceeding or disciplinary decision
- Conviction of a felony for an act committed while the candidate or member was an adult
- Failure to comply with election requirements established by the Board
- Members who are participating in the Deferred Retirement Option Plan (DROP)

The elected member shall take an oath of office at the next regular or special meeting of the Board after his or her election. A Trustee who fails to attend at least two-thirds of the regular and special meetings of the Board during any rolling two-year period permanently forfeits membership on the Board.

Nomination Petition Form Instructions

Nominations for the office of Active Trustee may be made by any CRS active member as described above. Nomination Petition Forms can be obtained from the CRS office or the CRS website. Each candidate must obtain the signatures of a minimum of 15 CRS active members to be nominated. Multiple forms may be used to gather the needed signatures. Candidates' names must be on each form.

Candidate Position Paper Instructions

Candidates' position papers shall be included with each ballot. The position papers shall not contain any profanity nor any derogatory comments regarding other candidates.

The position papers must be emailed to and RECEIVED by the CRS office no later than the deadline. Each candidate shall email their position paper to the CRS Office in Microsoft Word format containing no more than 200 words to retirement@cincinnati-oh.gov. Position papers must be emailed and RECEIVED by the CRS Office (801 Plum St., Room 328, City Hall, Cincinnati, Ohio 45202) no later than **4:00 P.M. on May 22, 2026.**

A candidate's failure to submit a position paper meeting the criteria by the deadline shall invalidate his or her candidacy. The following information must accompany the Candidate's position paper:

1. Official home address
2. Email address
3. Work telephone number and personal cell phone number
4. City Department, position title, and years of service

Additional copies of Nominating Petition Forms can be obtained through the CRS office and/or the CRS website at <http://www.cincinnati-oh.gov/retirement/>

Questions? Contact the Retirement Division at retirement@cincinnati-oh.gov or 352-3227.