



City of Pataskala Finance Department
James M. Nicholson, Finance Director
Finance Director's Report to Council

Current Projects & Issues

- **October 2018** – The financial results through October 31st have been compiled and summarized in the monthly Financial Condition Report, which was previously distributed. Please know that as of November 13th, we've not yet received the mid-month settlement from RITA. This information is required to calculate total collections for the month. As a result, I am unable to provide you with an update on November collections at this time.
- **2019 Budget** – The second reading of the budget was held at the November 5th Council meeting. At that time two changes were proposed and accepted by Council. At this time, we are not proposing any additional changes and will be asking for Council approval at the 3rd reading.
- **Employee Health Insurance Update** – The city's 2019 insurance open enrollment process will be held during the month of December, with two all-employee meetings scheduled for December 5th. At these meetings, we will host representatives from a few benefit-related vendors, such as Ohio Deferred Compensation and AFLAC. We've completed the development of the open enrollment communication package and will be distributing to all employees in advance of the meeting.
- **2019 Property & Liability Insurance Renewal** - We have just received the last marked up Ohio Plan reports from the department heads ensuring the accuracy of the reports. We will now submit the information to our agent for the rate-setting phase of the renewal. We would anticipate receiving notice of our renewal by mid-January of the 2019 renewal rates, and plan to bring the authorizing legislation to Council by early February 2019 at the latest.
- **Human Resources** –
 - ***Utility Field Tech:*** The Utility Director submitted all applications received to the Personnel Board of Review (PBR) which then established an eligibility list for the next 12 months. Based upon that list, a number of candidates were interviewed, and two finalists identified. These individuals have successfully completed their pre-employment drug screens and we are currently waiting on the results of one of their BCI background checks. The background check for the other candidate, John Burr, came back quite quickly and an offer of employment was made and accepted. Mr. Burr will be starting with the city on November 19th. Once we receive the results of the other candidate's successful background check, we will finalize his employment offer and timing.
 - ***Equipment Operator:*** The vacancy created by a recent employee resignation was advertised in the Newark Advocate and posted to the city's website. The deadline for applications is November 2nd and we received a total of six (6) applications for the position. The Public Service Director will be taking these applications to the PBR for the establishment of a 12-month eligibility list.
 - ***Utility Director:*** The vacancy created by the resignation of Nathan Coey has been

advertised in a number of forums (e.g., Columbus Dispatch, city website, and other utility operations professional organizations). We will not be setting a deadline for submitting applications and resumes; rather, it will be listed as 'open until filled'. To date, we've received a total of six (6) applications for the position. To date, interviews have been held for two of the applicants.