

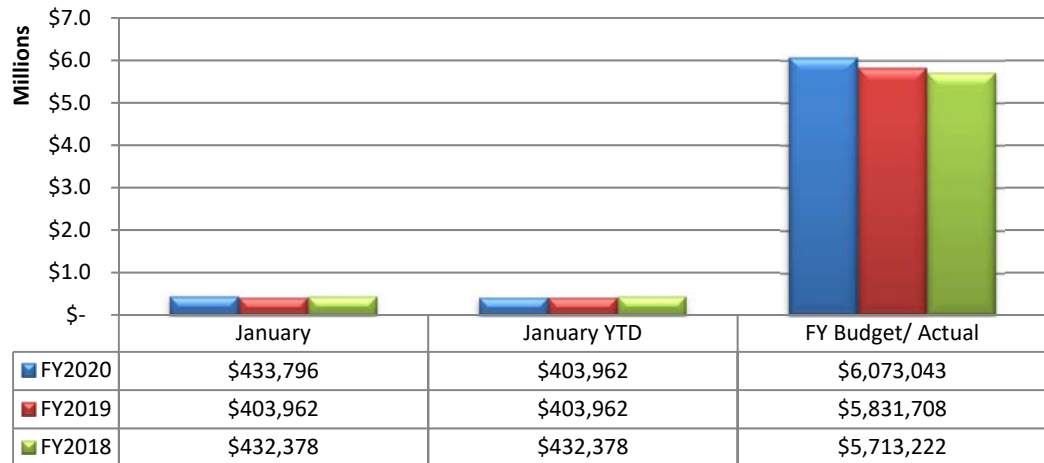


City of Pataskala Finance Department
James M. Nicholson, Finance Director
Finance Director's Report to Council

Current Projects & Issues

- **January 2020** – Although we are still posting entries for the month of January, I would anticipate closing the month by early next week. I plan to have the monthly financial report prepared and distributed with the next Finance Director's Report to Council. At this point in time, however, I can update Council on the status of January income tax collections.
 - **Income Tax Revenue** - Collections for the month of January were \$433,796 and are \$29,834 (7.39%) higher than the January 2019 collections. This amount equates to 7.14% of the full-year budget, below the 8.33% straight-line rate if revenues were to be collected evenly throughout the year. In 2019, the January year to-date collections amount equated to 6.93% of full-year collections, and the rate was 7.57% in 2018. Although it is way too early in the year to consider modifying our projections. We will monitor this trend closely over the next 3-4 months to determine if a trend (positive or negative) exists, and if the forecast should be modified to reflect any trends.

Income Tax Collections - All Funds



- **2020 Property, Casualty & Liability Insurance Renewal** – The 2020 insurance renewal process has been completed, and we met with the agent on January 21st to review the proposal. The current policy expires on February 19th, with the new policy running from February 19, 2020 through February 19, 2021. The proposed renewal premium is \$108,217 and reflects a \$772 (0.71%) decrease over our 2019 premiums. This is the third consecutive year that we have experienced a decrease in our insurance premium. And while the decrease is not material, the 2020 amount includes premium for coverage of the Police facility for the first time. The Scheduled Property premium (where the Police station coverage is included) increased by \$4,749 (15.92%) over 2019. We completed the allocation calculations and analysis and found that all funds have sufficient

budget appropriations to cover the charges. There are three (3) primary drivers of the decrease: (1) the automobile policy premium decreased by \$1,627 (7.03%) and is primarily the result of improved recent claims history; (2) the Ohio Plan Advantage credit increased by \$1,779 (18.23%); and (3) the combined General Liability/Public Officials policy premium decreased by \$4,069 (13.50%). These reductions are partially offset, however, by an increased Scheduled Property premium which is up by \$4,749 (15.92%).

- **2019 Financial Reporting & Audit** – Over the next 3-4 months, we will be working to create the schedules and documents required to support the development of the 2019 GAAP accrual-based financial statements for the city, as well as the development of the 2019 Comprehensive Annual Financial Report (CAFR). Most of these schedules involve accrued wages, accounts payable and accounts receivable. In addition, we will also be updating the fixed asset inventory with all purchases and disposals during 2019 and supporting the audit of the 2019 financial statements.
- **City Administrator Recruiting** – I completed updating the recruiting brochure and employment ad for the City Administrator recruiting process. The position was posted January 24th on the city's website and Facebook, the Columbus Dispatch and the following websites: Ohio Municipal League, ICMA, OCMA (the Ohio local ICMA organization), Monster.com, ZipRecruiter and MaxRecruit. Applicants were instructed on the application requirements as well as the recruiting timeframe. The position was listed as 'open until filled', but that the first-round of application reviews would take place in mid-February.
- **Collective Bargaining** – We held numerous negotiating sessions with the FOP and the USW, and progress is being made toward a new contract. We are planning to update Council on the status of negotiations in Executive Session on Monday.

Coverage Binder		Issue Date: 1/22/2020
Named Member Pataskala, City of 621 W. Broad St., Suite 1D Pataskala, OH 43062	Ohio Plan Risk Management, Inc. Policy Number: 10000805PKGOHP26 Effective Date: 02/19/2020	
Ohio Plan Representative Rinehart, Walters, Danner Insurance 446 Park Avenue, West P.O. Box 487 Mansfield, OH 44901	Binder Term Inception Date: 02/19/2020 Expiration Date: 04/19/2020	

This binder is a temporary coverage contract, subject to the conditions shown below.

Coverage Description	Amount
Property Coverage	
Building and Personal Property <i>Building and Personal Property amount does not include the value of locations identified as "Specific Limit" per the property schedule on file with the company.</i>	\$41,792,236
Business Income with Extra Expense	\$250,000
Legal Liability	\$1,000,000
Ordinance or Law – Combined Demolition Cost and Increased Cost of Construction	\$250,000
Deductible – Building and Personal Property	\$1,000
Deductible – Electric Substations and Transformers	\$10,000
Causes of Loss – Special Form	
Unmanned Aerial Systems Deductible	
Perils	
Flood and Mudslide	Not Covered
Flood and Mudslide – Deductible	Not Covered
Earthquake and Volcanic Eruption	Not Covered
Earthquake and Volcanic Eruption – Deductible	Not Covered
Equipment Breakdown	\$42,067,466
Deductible – All Other Property	\$1,000
Deductible – Deep Well Pumps, Electric Substations, Transformers	\$10,000
Inland Marine Coverage	
Special Property – Scheduled	\$2,165,201
Special Property – Unscheduled (Subject to a \$5,000 maximum per item)	\$142,770
Deductible	\$1,000

Computer Coverage	
Computer Equipment	\$86,621
Media and Data	\$10,848
Property Away From Premises	\$5,000
Computer Virus	\$1,000
Deductible	\$500
Business Income	Not Covered
Business Income – Deductible	Not Covered
Extra Expense	\$10,000
Extra Expense – Deductible	None
Library Materials <i>(Coverage applies to Libraries only)</i>	
Scheduled Library Materials	Not Covered
Library Materials In Storage	Not Covered
Library Materials On Exhibition	Not Covered
Library Materials In Transit	Not Covered
Library Materials On Loan	Not Covered
Scheduled Rare Books and Periodicals	Not Covered
Unscheduled Rare Books and Periodicals	Not Covered
Library Fine Arts	Not Covered
Deductible	Not Covered
Crime Coverage	
Employee Dishonesty	\$100,000
Employee Dishonesty – Deductible	\$1,000
Inside the Premises – Theft of Money and Security	\$2,000
Inside the Premises – Deductible	\$0
Outside the Premise	\$2,000
Outside the Premise - Deductible	\$0
Forgery or Alteration	\$5,000
Forgery or Alteration – Deductible	\$0
Computer Fraud	\$2,000
Computer Fraud – Deductible	\$100
Funds Transfer Fraud	\$5,000
Funds Transfer Fraud – Deductible	\$0

Social Engineering Fraud	\$5,000
Social Engineering Fraud - Deductible	\$100

Liability Coverage Part	
Coverage Description	Amount
General Liability	
Bodily Injury and Property Damage – Each Occurrence Limit	\$4,000,000
Personal and Advertising Injury – Each Offense Limit	\$4,000,000
Medical Expense – Any One Person Limit	\$10,000
Medical Expense – Any One Accident Limit	\$50,000
General Aggregate Limit	\$6,000,000
Product-Completed Operations – Aggregate Limit	\$6,000,000
Deductible	\$0
Unmanned Aerial Systems Limit	
Unmanned Aerial Systems Deducible	
Employee Benefits Liability	
Employee Benefits – Each Incident Limit	\$4,000,000
Employee Benefits – Aggregate Limit	\$6,000,000
Deductible	\$0
Employers' Liability (Ohio Stop Gap)	
Bodily Injury by Accident – Each Accident Limit	\$4,000,000
Bodily Injury by Disease – Each Employee Limit	\$4,000,000
Bodily Injury by Disease – Aggregate Limit	\$4,000,000
Deductible	\$0
Public Officials Liability and Employment Practices	
Errors and Omissions Injury and Employment Practices injury – Each Wrongful Act Limit	\$4,000,000
Errors and Omissions Injury and Employment Practices injury – Annual Aggregate Limit	\$6,000,000
Errors and Omissions Injury and Employment Practices Injury – Deductible	\$5,000
Employment Practices Injury – Each Wrongful Act	\$4,000,000
Employment Practices injury – Annual Aggregate	\$6,000,000
Employment Practices Injury - Deductible	\$5,000
Non-Monetary Defense – Annual Aggregate Limit	\$25,000
Non-Monetary Defense – Deductible	\$5,000
Back Wages – Annual Aggregate Limit	\$25,000

Back Wages – Deductible	\$5,000
Law Enforcement Liability	
Law Enforcement Liability – Each Wrongful Act Limit	\$4,000,000
Law Enforcement Liability – Annual Aggregate Limit	\$6,000,000
Medical Expense – Any One Person Limit	\$10,000
Medical Expense – Any One Accident Limit	\$50,000
Deductible	\$5,000

Automobile Coverage Part	
Coverage Description	Amount
Automobile Liability	
Automobile Liability	\$4,000,000
Automobile Medical Payments	\$1,000
Uninsured and Underinsured Motorists	Not Covered
Comprehensive	*
Collision	*
Hired Car Physical Damage	\$50,000
Comprehensive	\$250
Collision	\$250
Covered Autos	Per schedule on file with the Ohio Plan Risk Management, Inc.

* Deductibles/Limits/Valuation: Per schedule on file with the Ohio Plan Risk Management, Inc.

Cyber Coverage Part	
Coverage Description	Amount
Cyber	
Data Breach and Privacy Liability – Each Claim	Not Covered
Data Breach and Privacy Liability – Deductible	Not Covered
Data Breach and Privacy Liability – Retroactive Date	
Data Breach Loss to Member – Each Unauthorized Access	Not Covered
Data Breach Loss to Member – Deductible	Not Covered
Electronic Media Liability – Each Claim	Not Covered
Electronic Media Liability – Deductible	Not Covered
Electronic Media Liability – Retroactive Date	
Breach Mitigation Expense – Each Unintentional Data Compromise	Not Covered
Breach Mitigation Expense – Deductible	Not Covered
Business Interruption – Each Event	

Business Interruption – Deductible	
Policy Aggregate	Not Covered

Terrorism Coverage Part	
Coverage Description	Amount
Property	
Building & Personal Property	\$44,737,906
Deductible	\$25,000
<i>Subject to a \$100,000,000 per occurrence limit and a \$100,000,000 aggregate limit per member for all covered losses with the exception of a \$1,000,000 Ohio Plan annual aggregate sublimit for Biological and Chemical Cleanup.</i>	

Liability	
Each Occurrence Limit Per Member	\$4,000,000
Annual Aggregate Limit Per Member	\$6,000,000
Deductible	\$10,000

Comments:	
Signature	Date 1/22/2020
<i>Sharon Doughty</i>	
<p>Conditions: The coverages provided are subject to the terms, conditions and limitations of the policy in current use by the Ohio Plan Risk Management, Inc. unless otherwise specified. The binder may be cancelled by the Named Member by surrender of this binder or by written notice to the Ohio Plan Risk Management, Inc. stating when cancellation will be effective. This binder may be cancelled by the Ohio Plan Risk Management, Inc. with notice to the Named Member in accordance with the policy conditions. This binder is cancelled when replaced by a policy. If this binder is not replaced by a policy, the Ohio Plan Risk Management, Inc. is entitled to charge a premium for the binder according to the rules and regulations in use by the Ohio Plan Risk Management, Inc.</p>	
<p>Disclaimer: The abbreviated outlines of coverage used throughout this document are not intended to express any legal opinion as to the nature of coverage. They are only visuals to a basic understanding of coverages and do not detail all policy terms nor do they alter any policy conditions. Please read your policy for specific coverages, limitations, and restrictions and call us with questions.</p>	

**CITY OF PATASKALA, OHIO
PROPERTY, CASUALTY & LIABILITY INSURANCE RENEWAL ANALYSIS**

	2020	2019	\$ Incr/(Decr)	% Incr/ (Decr)
General Liability	\$ 7,820.00	\$ 10,152.00	\$ (2,332.00)	-22.97%
Public Officials	18,243.00	19,980.00	(1,737.00)	-8.69%
Law Enforcement	20,271.00	19,273.00	998.00	5.18%
Crime & Blanket Bond	804.00	128.00	676.00	528.13%
Scheduled Property	34,587.88	29,839.00	4,748.88	15.92%
Auto	21,530.82	23,158.00	(1,627.18)	-7.03%
Inland Marine	4,799.59	4,394.00	405.59	9.23%
Data	221.00	217.00	4.00	1.84%
Additional Liability Limits	10,099.00	10,106.00	(7.00)	-0.07%
Cyber Liability	1,378.00	1,500.00	(122.00)	-8.13%
Ohio Plan Advantage/Other Credit	<u>(11,537.00)</u>	<u>(9,758.00)</u>	<u>(1,779.00)</u>	<u>18.23%</u>
Total	\$ 108,217.29	\$ 108,989.00	\$ (771.71)	-0.71%