

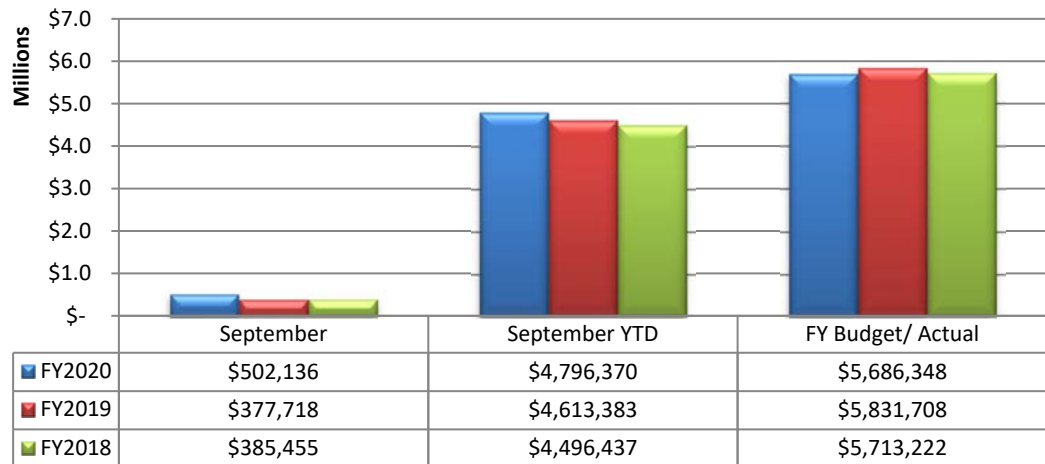


City of Pataskala Finance Department
James M. Nicholson, Finance Director
Finance Director's Report to Council

Current Projects & Issues

- **September 2020** – Although we are still posting entries for the month of September, 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 September's income tax collections.
 - **Income Tax Revenue** - Collections for the month of September were \$502,136 and are \$124.4 (32.94%) higher than the September 2019 collections. On a year to-date basis, total collections are \$4.80 million and are \$183.0 thousand (3.97%) higher than last year. This amount equates to 84.35% of the full-year budget and is higher than the 75% straight-line rate if revenues were to be collected evenly throughout the year. However, the straight-line approach is not terribly accurate due to the quarterly estimates and tax return filings. In 2019, the September year to-date collections amount equaled 79.11% of full-year collections, and the rate was 78.70% in 2018. It is important to keep in mind, however, that the current budget projections were reduced by \$386.7 thousand (6.37%) from the original (pre-COVID19) projections to reflect the lower rate of collections resulting from the pandemic.

Income Tax Collections - All Funds



- **2022 Budget** – We completed the development of the 2021 budget briefing document and provided it to all members of Council prior to the September 28th budget workshop. A successful workshop was held to go over the major funds and the proposed CIP program. A handful of changes to the proposed budget have been identified that will need to be made, and we will complete that process in time to present a 'final' version of the proposed budget at the October 19th meeting (along with the legislation).

- **MORPC Salary Survey** – We received the annual request from MORPC for staffing and compensation information for the city. Although responding to this request is cumbersome and time-consuming, the annual salary survey document is extremely helpful in getting useful comparisons on compensation and benefits. The worksheet was completed and submitted to MORPC prior to their published deadline. Once MORPC publishes the survey, I will share the link with City Council and the Administration.
- **Employee Handbook Update** – Now that Council has approved the handbook, we will be making bound copies for all employees and publishing it to the city’s website to ensure that all employees and management has access to the document. Currently, we’re going through a final review of the document to ensure page numbering, forms, etc. are all correct. Once that process has been completed, we’ll begin production of the printed copies of the handbook.
- **Human Resources**: Working on the recruiting process for the replacement of a part-time Police Clerk and Equipment Operator due to pending retirements later this year. Currently waiting on responses from the USW and Police in order to proceed with placing advertisements in the Newark Advocate. In addition, we were directed to hold off on posting the Police Clerk position until the Police Administration can propose to Council a change in the pay structure for the Police Clerk.
- **2021 Medical Insurance Renewal**: Last week, the COHCC Board completed its review of the 2019-2020 claims history and the overall financial condition of the insurance pool. Our agent, USI, completed their review of recent claims history, plan design options and recent related legal changes that might impact our employee health insurance program. Based upon that information, an increase of 9.5% was proposed and accepted. However, the pool received a significant amount of prescription rebates which are typically used to supplement the reserves. For 2021, the board decided to use 25% of the rebates to reduce the net amount of the premiums. The remaining 75% of the rebates will be used to supplement the fund’s reserves. Bottom line, our premiums will go up by a net 8.5% for 2021 (net of the rebate credits). Although this increase is somewhat higher than I would have liked, it is still a reasonable year-over-year increase. Since the budget included an increase of 7.5% in the insurance premiums, I will be updating the budget models accordingly.