

City of Rossford, Ohio

Finance and Insurance Committee

Thursday, June 21, 2018

Attendees: Robert Ruse, Bob Densic, Karen Freeman; Absent/Excused: Larry Oberdorf
Meeting called to order at 5:50 p.m.

New Business:

1. General Liability Insurance
 - a. Two quotes received; Ohio Plan and Public Entities Plan
 - i. Ohio Plan \$86,980 brokered by Hylant Group. This total includes \$39,695 for tail insurance (required to cover open claims at policy termination/close).
 - ii. Public Entities Plan \$46,798 which includes a prorated coverage for partial year theft.
 - b. Quotes were for similar coverage except the following;
 - i. Employee Benefits Liability:
 1. Ohio Plan \$5M each occurrence with a \$7M aggregate.
 2. Public Entities Plan \$1M each with no limit aggregate and a \$2,500 deductible. This aggregate limit difference is similar on other insurance categories as well.
 3. Potential employee benefit liability is very low due to state law requiring benefits payments.
 - ii. Employee Dishonesty:
 1. Ohio Plan covers damage from \$2,500 to \$100,000
 2. Public Entities Plan covers damage from \$10,000 to \$100,000
 - c. Ruse motioned to recommend Public Entities Plan for General Liability Insurance. Densic seconded. All Aye – Motion carried.
2. Marina Revenue and Expense Review
 - a. Mrs. Freeman presented a six year summary of Marina expenses and revenues. Overall these have been very stable over these years. The Marina did post a \$2,500 loss in 2017, however reserve funds covered the loss.
 - b. Security deposits collected from 2004 to 2015 had not been returned to boaters not returning. Finance department has made a concerted effort to return deposits.
 - c. Densic mentioned upcoming discussions within the Marina, Parks and Facilities committee to create a long-term Master Plan for the Marina and Veterans Park.
3. Debt Summary Statement
 - a. Mrs. Freeman presented the City of Rossford Debt Service Statement for 2018-2036. We currently are showing \$5.995M of un-voted debt, however \$1M will roll off in early 2019 as the Urban Paving project funding is received. State law caps our maximum debt at \$13M with a breakdown of \$7.5M un-voted and \$5.5M voted.
 - b. This currently leaves us with \$1M of unvoted debt reserve until early 2019 when it will increase to \$2M. Mrs. Freeman will investigate if we can bid the Colony Road Improvement project with our current debt cap or if we have to wait until the repayment/increase in debt limit.
 - c. It was noted the debt serviced by designated revenue streams such as the Storm Water Maintenance Fee does not count against our debt limit.

4. Statement of Budget Analysis and Cash Summary By Fund
 - a. Monthly updated summary. Taxpayer funded funds should carry no more than a 12-month reserve balance.
 - i. Verify with Administration that Toledo Edison is proceeding with LED Street Lighting project to spend down Fund 201 – Street Lighting (11.6 month reserve)
 - ii. Rec Committee is examining projects to utilize Fund 323 – Permanent Recreation Improvement (18.6 month reserve)
5. Health Insurance Renewal
 - a. Savage and Associates (current broker) will provide quotes by mid-July for review and consideration. Committee will review at July 23 Committee meeting and present recommendations to council. Will need to be approved by August (8/27) council meeting.

Old Business:

1. Fire Department Staffing – tabled pending recommendations from Public Safety committee.
2. Non-Bargaining Staff Pay
 - a. 2017 Department Head Survey and 2018 Healthcare Survey spreadsheets provided. Breakdown shown by Population, City Area and City Staffing.
 - b. Of 32 full-time staff members, 24 are represented by 4 unions and have scheduled raises.
 - c. Eight administrative staff members have not had a salary increase in two years. Ruse and Densic agreed to table this issue until all three Committee members can be present.
 - d. Committee members discussed requesting qualifications and proposals from independent firms to conduct a salary and benefits evaluation.
 - i. Motion by Densic, Second by Ruse – All Aye

Work In Progress:

1. Facilities Maintenance and Capital Improvement Planning (Densic)

Next Meeting: July 23, 2018 @ 5:45

Meeting adjourned: 6:40 pm