

Public Finance, Judiciary, and Personnel Committee  
Tuesday, July 14, 2020 4:00 PM  
Council Chambers  
1369 25 Avenue  
Columbus, NE 68601

1. **Statement of Compliance with Open Meetings Act and roll call.**

**84-1407. Act, how cited.**

Sections 84-1407 to 84-1414 shall be known and may be cited as the Open Meetings Act.

**84-1408. Declaration of intent; meetings open to public.**

It is hereby declared to be the policy of this state that the formation of public policy is public business and may not be conducted in secret.

Every meeting of a public body shall be open to the public in order that citizens may exercise their democratic privilege of attending and speaking at meetings of public bodies, except as otherwise provided by the Constitution of Nebraska, federal statutes, and the Open Meetings Act.

**84-1409. Terms, defined.**

For purposes of the Open Meetings Act, unless the context otherwise requires:

(1)(a) Public body means (i) governing bodies of all political subdivisions of the State of Nebraska, (ii) governing bodies of all agencies, created by the Constitution of Nebraska, statute, or otherwise pursuant to law, of the executive department of the State of Nebraska, (iii) all independent boards, commissions, bureaus, committees, councils, subunits, or any other bodies created by the Constitution of Nebraska, statute, or otherwise pursuant to law, (iv) all study or advisory committees of the executive department of the State of Nebraska whether having continuing existence or appointed as special committees with limited existence, (v) advisory committees of the bodies referred to in subdivisions (i), (ii), and (iii) of this subdivision, and (vi) instrumentalities exercising essentially public functions.

(b) Public body does not include (i) subcommittees of such bodies unless a quorum of the public body attends a subcommittee meeting or unless such subcommittees are holding hearings, making policy, or taking formal action on behalf of their parent body, except that all meetings of any subcommittee established under section 81-15,175 are subject to the Open Meetings Act, and (ii) entities conducting judicial proceedings unless a court or other judicial body is exercising rulemaking authority, deliberating, or deciding upon the issuance of administrative orders;

(2) Meeting means all regular, special, or called meetings, formal or informal, of any public body for the purposes of briefing, discussion of public business, formation of tentative policy, or the taking of any action of the public body; and

(3) Videoconferencing means conducting a meeting involving participants at two or more locations through the use of audio-video equipment which allows participants at each location to hear and see each meeting participant at each other location, including public input. Interaction between meeting participants shall be possible at all meeting locations.

**84-1410. Closed session; when; purpose; reasons listed; procedure; right to challenge; prohibited acts; chance meetings, conventions, or workshops.**

(1) Any public body may hold a closed session by the affirmative vote of a majority of its voting members if a closed session is clearly necessary for the protection of the public interest or for the prevention of needless injury to the reputation of an individual and if such individual has not requested a public meeting. The subject matter and the reason necessitating the closed session shall be identified in the motion to close. Closed sessions may be held for, but shall not be limited to, such reasons as:

(a) Strategy sessions with respect to collective bargaining, real estate purchases, pending litigation, or litigation which is imminent as evidenced by communication of a claim or threat of litigation to or by the public body;

(b) Discussion regarding deployment of security personnel or devices;(c) Investigative proceedings regarding allegations of criminal misconduct; or

(d) Evaluation of the job performance of a person when necessary to prevent needless injury to the reputation of a person and if such person has not requested a public meeting.

(e) For the Community Trust created under section 81-1801.02, discussion regarding the amounts to be paid to individuals who have suffered from a tragedy of violence or natural disaster.

(f) For public hospitals, governing board peer review activities, professional review activities, review and discussion of medical staff investigations or disciplinary actions, and any strategy session concerning transactional negotiations with any referral source that is required by federal law to be conducted at arms length.

Nothing in this section shall permit a closed meeting for discussion of the appointment or election of a new member to any public body.

(2) The vote to hold a closed session shall be taken in open session. The entire motion, the vote of each member on the question of holding a closed session, and the time when the closed session commenced and concluded shall be recorded in the minutes. If the motion to close passes, then the presiding officer immediately prior to the closed session shall restate on the record the limitation of the subject matter of the closed session. The public body holding such a closed session shall restrict its consideration of matters during the closed portions to only those purposes set forth in the motion to close as the reason for the closed session. The meeting shall be reconvened in open session before any formal action may be taken. For purposes of this section, formal action shall mean a collective decision or a collective commitment or promise to make a decision on any question, motion, proposal, resolution, order, or ordinance or formation of a position or policy but shall not include negotiating guidance given by members of the public body to legal counsel or other negotiators in closed sessions authorized under subdivision (1)(a) of this section.

(3) Any member of any public body shall have the right to challenge the continuation of a closed session if the member determines that the session has exceeded the reason stated in the original motion to hold a closed session or if the member contends that the closed session is neither clearly necessary for (a) the protection of the public interest or (b) the prevention of needless injury to the reputation of an individual. Such challenge shall be overruled only by a majority vote of the members of the public body. Such challenge and its disposition shall be recorded in the minutes.

(4) Nothing in this section shall be construed to require that any meeting be closed to the public. No person or public body shall fail to invite a portion of its members to a meeting, and no public body shall designate itself a subcommittee of the whole body for the purpose of circumventing the Open Meetings Act. No closed session, informal meeting, chance meeting, social gathering, email, fax, or other electronic communication shall be used for the purpose of circumventing the requirements of the act.

(5) The act does not apply to chance meetings or to attendance at or travel to conventions or workshops of members of a public body at which there is no meeting of the body then intentionally convened, if there is no vote or other action taken regarding any matter over which the public body has supervision, control, jurisdiction, or advisory power.

**84-1411. Meetings of public body; notice; contents; when available; right to modify; duties concerning notice; videoconferencing or telephone conferencing authorized; emergency meeting without notice; appearance before public body.**

(1) Each public body shall give reasonable advance publicized notice of the time and place of each meeting by a method designated by each public body and recorded in its minutes. Such notice shall be transmitted to all members of the public body and to the public. Such notice shall contain an agenda of subjects known at the time of the publicized notice or a statement that the agenda, which shall be kept continually current, shall be readily available for public inspection at the principal office of the public body during normal business hours. Agenda items shall be sufficiently descriptive to give the public reasonable notice of the matters to be considered at the meeting. Except for items of an emergency nature, the agenda shall not be altered later than (a) twenty-four hours before the scheduled commencement of the meeting or (b) forty-eight hours before the scheduled commencement of a meeting of a city council or village board scheduled outside the corporate limits of the municipality. The public body shall have the right to modify the agenda to include items of an emergency nature only at such public meeting.

(2) A meeting of a state agency, state board, state commission, state council, or state committee, of an advisory committee of any such state entity, of an organization created under the Interlocal Cooperation Act, the Joint Public Agency Act, or the Municipal Cooperative Financing Act, of the governing body of a public power district having a chartered territory of more than one county in this state, of the governing body of a public

power and irrigation district having a chartered territory of more than one county in this state, of a board of an educational service unit, of the Educational Service Unit Coordinating Council, of the governing body of a risk management pool or its advisory committees organized in accordance with the Intergovernmental Risk Management Act, or of a community college board of governors may be held by means of videoconferencing or, in the case of the Judicial Resources Commission in those cases specified in section 24-1204, by telephone conference, if:

- (a) Reasonable advance publicized notice is given;
- (b) Reasonable arrangements are made to accommodate the public's right to attend, hear, and speak at the meeting, including seating, recordation by audio or visual recording devices, and a reasonable opportunity for input such as public comment or questions to at least the same extent as would be provided if videoconferencing or telephone conferencing was not used;
- (c) At least one copy of all documents being considered is available to the public at each site of the videoconference or telephone conference;
- (d) At least one member of the state entity, advisory committee, board, council, or governing body is present at each site of the videoconference or telephone conference, except that a member of an organization created under the Interlocal Cooperation Act that sells electricity or natural gas at wholesale on a multistate basis, an organization created under the Municipal Cooperative Financing Act, or a governing body of a risk management pool or an advisory committee of such organization or pool may designate a nonvoting designee, who shall not be included as part of the quorum, to be present at any site; and
- (e)(i) Except as provided in subdivision (2)(e)(ii) of this section, no more than one-half of the state entity's, advisory committee's, board's, council's, or governing body's meetings in a calendar year are held by videoconference or telephone conference; or
- (ii) In the case of an organization created under the Interlocal Cooperation Act that sells electricity or natural gas at wholesale on a multistate basis or an organization created under the Municipal Cooperative Financing Act, such organization holds at least one meeting each calendar year that is not by videoconferencing or telephone conferencing.

Videoconferencing, telephone conferencing, or conferencing by other electronic communication shall not be used to circumvent any of the public government purposes established in the Open Meetings Act.

(3) A meeting of a board of an educational service unit, of the Educational Service Unit Coordinating Council, of the governing body of an entity formed under the Interlocal Cooperation Act, the Joint Public Agency Act, or the Municipal Cooperative Financing Act, of the governing body of a risk management pool or its advisory committees organized in accordance with the Intergovernmental Risk Management Act, of a community college board of governors, of the governing body of a public power district, of the governing body of a public power and irrigation district, or of the Nebraska Brand Committee may be held by telephone conference call if:

- (a) The territory represented by the educational service unit, member educational service units, community college board of governors, public power district, public power and irrigation district, Nebraska Brand Committee, or member public agencies of the entity or pool covers more than one county;
- (b) Reasonable advance publicized notice is given which identifies each telephone conference location at which there will be present: (i) A member of the educational service unit board, council, community college board of governors, governing body of a public power district, governing body of a public power and irrigation district, Nebraska Brand Committee, or entity's or pool's governing body; or (ii) A nonvoting designee designated under subdivision (3)(f) of this section;
- (c) All telephone conference meeting sites identified in the notice are located within public buildings used by members of the educational service unit board, council, community college board of governors, governing body of the public power district, governing body of the public power and irrigation district, Nebraska Brand Committee, or entity or pool or at a place which will accommodate the anticipated audience;
- (d) Reasonable arrangements are made to accommodate the public's right to attend, hear, and speak at the meeting, including seating, recordation by audio recording devices, and a reasonable opportunity for input such as public comment or questions to at least the same extent as would be provided if a telephone conference call was not used;

(e) At least one copy of all documents being considered is available to the public at each site of the telephone conference call;

(f) At least one member of the educational service unit board, council, community college board of governors, governing body of the public power district, governing body of the public power and irrigation district, Nebraska Brand Committee, or governing body of the entity or pool is present at each site of the telephone conference call identified in the public notice, except that a member of an organization created under the Interlocal Cooperation Act that sells electricity or natural gas at wholesale on a multistate basis, an organization created under the Municipal Cooperative Financing Act, or a governing body of a risk management pool or an advisory committee of such organization or pool may designate a nonvoting designee, who shall not be included as part of the quorum, to be present at any site;

(g) The telephone conference call lasts no more than five hours; and

(h) No more than one-half of the board's, council's, governing body's, committee's, entity's, or pool's meetings in a calendar year are held by telephone conference call, except that:

(i) The governing body of a risk management pool that meets at least quarterly and the advisory committees of the governing body may each hold more than one-half of its meetings by telephone conference call if the governing body's quarterly meetings are not held by telephone conference call or videoconferencing; and

(ii) An organization created under the Interlocal Cooperation Act that sells electricity or natural gas at wholesale on a multistate basis or an organization created under the Municipal Cooperative Financing Act may hold more than one-half of its meetings by telephone conference call if the organization holds at least one meeting each calendar year that is not by videoconferencing or telephone conference call.

Nothing in this subsection shall prevent the participation of consultants, members of the press, and other nonmembers of the governing body at sites not identified in the public notice. Telephone conference calls, emails, faxes, or other electronic communication shall not be used to circumvent any of the public government purposes established in the Open Meetings Act.

(4) The secretary or other designee of each public body shall maintain a list of the news media requesting notification of meetings and shall make reasonable efforts to provide advance notification to them of the time and place of each meeting and the subjects to be discussed at that meeting.

(5) When it is necessary to hold an emergency meeting without reasonable advance public notice, the nature of the emergency shall be stated in the minutes and any formal action taken in such meeting shall pertain only to the emergency. Such emergency meetings may be held by means of electronic or telecommunication equipment. The provisions of subsection (4) of this section shall be complied with in conducting emergency meetings. Complete minutes of such emergency meetings specifying the nature of the emergency and any formal action taken at the meeting shall be made available to the public by no later than the end of the next regular business day.

(6) A public body may allow a member of the public or any other witness other than a member of the public body to appear before the public body by means of video or telecommunications equipment.

**84-1412. Meetings of public body; rights of public; public body; powers and duties.**

(1) Subject to the Open Meetings Act, the public has the right to attend and the right to speak at meetings of public bodies, and all or any part of a meeting of a public body, except for closed sessions called pursuant to section 84-1410, may be videotaped, televised, photographed, broadcast, or recorded by any person in attendance by means of a tape recorder, camera, video equipment, or any other means of pictorial or sonic reproduction or in writing.

(2) It shall not be a violation of subsection (1) of this section for any public body to make and enforce reasonable rules and regulations regarding the conduct of persons attending, speaking at, videotaping, televising, photographing, broadcasting, or recording its meetings. A body may not be required to allow citizens to speak at each meeting, but it may not forbid public participation at all meetings.

(3) No public body shall require members of the public to identify themselves as a condition for admission to the meeting nor shall such body require that the name of any member of the public be placed on the agenda prior to such meeting in order to speak about items on the agenda. The body may require any member of the public desiring to address the body to identify himself or herself.

(4) No public body shall, for the purpose of circumventing the Open Meetings Act, hold a meeting in a place known by the body to be too small to accommodate the anticipated audience.

(5) No public body shall be deemed in violation of this section if it holds its meeting in its traditional meeting place which is located in this state.

(6) No public body shall be deemed in violation of this section if it holds a meeting outside of this state if, but only if:

(a) A member entity of the public body is located outside of this state and the meeting is in that member's jurisdiction;

(b) All out-of-state locations identified in the notice are located within public buildings used by members of the entity or at a place which will accommodate the anticipated audience;

(c) Reasonable arrangements are made to accommodate the public's right to attend, hear, and speak at the meeting, including making a telephone conference call available at an in-state location to members, the public, or the press, if requested twenty-four hours in advance;

(d) No more than twenty-five percent of the public body's meetings in a calendar year are held out-of-state;

(e) Out-of-state meetings are not used to circumvent any of the public government purposes established in the Open Meetings Act;

(f) Reasonable arrangements are made to provide viewing at other in-state locations for a videoconference meeting if requested fourteen days in advance and if economically and reasonably available in the area; and

(g) The public body publishes notice of the out-of-state meeting at least twenty-one days before the date of the meeting in a legal newspaper of statewide circulation.

(7) The public body shall, upon request, make a reasonable effort to accommodate the public's right to hear the discussion and testimony presented at the meeting.

(8) Public bodies shall make available at the meeting or the in-state location for a telephone conference call or videoconference, for examination and copying by members of the public, at least one copy of all reproducible written material to be discussed at an open meeting. Public bodies shall make available at least one current copy of the Open Meetings Act posted in the meeting room at a location accessible to members of the public. At the beginning of the meeting, the public shall be informed about the location of the posted information.

**84-1413. Meetings; minutes; roll call vote; secret ballot; when.**

(1) Each public body shall keep minutes of all meetings showing the time, place, members present and absent, and the substance of all matters discussed.

(2) Any action taken on any question or motion duly moved and seconded shall be by roll call vote of the public body in open session, and the record shall state how each member voted or if the member was absent or not voting. The requirements of a roll call or viva voce vote shall be satisfied by a public body which utilizes an electronic voting device which allows the yeas and nays of each member of such public body to be readily seen by the public.

(3) The vote to elect leadership within a public body may be taken by secret ballot, but the total number of votes for each candidate shall be recorded in the minutes.

(4) The minutes of all meetings and evidence and documentation received or disclosed in open session shall be public records and open to public inspection during normal business hours.

(5) Minutes shall be written, except as provided in subsection (6) of this section, and available for inspection within ten working days or prior to the next convened meeting, whichever occurs earlier, except that cities of the second class and villages may have an additional ten working days if the employee responsible for writing the minutes is absent due to a serious illness or emergency.

(6) Minutes of the meetings of the board of a school district or educational service unit may be kept as an electronic record.

**84-1414. Unlawful action by public body; declared void or voidable by district court; when; duty to enforce open meeting laws; citizen's suit; procedure; violations; penalties.**

(1) Any motion, resolution, rule, regulation, ordinance, or formal action of a public body made or taken in violation of the Open Meetings Act shall be declared void by the district court if the suit is commenced within one hundred twenty days of the meeting of the public body at which the alleged violation occurred. Any motion, resolution, rule, regulation, ordinance, or formal action of a public body made or taken in substantial violation of the Open Meetings Act shall be voidable by the district court if the suit is commenced more than one hundred twenty days after but within one year of the meeting of the public body in which the alleged violation occurred. A suit to void any final action shall be commenced within one year of the action.

(2) The Attorney General and the county attorney of the county in which the public body ordinarily meets shall enforce the Open Meetings Act.

(3) Any citizen of this state may commence a suit in the district court of the county in which the public body ordinarily meets or in which the plaintiff resides for the purpose of requiring compliance with or preventing violations of the Open Meetings Act, for the purpose of declaring an action of a public body void, or for the purpose of determining the applicability of the act to discussions or decisions of the public body. It shall not be a defense that the citizen attended the meeting and failed to object at such time. The court may order payment of reasonable attorney's fees and court costs to a successful plaintiff in a suit brought under this section.

(4) Any member of a public body who knowingly violates or conspires to violate or who attends or remains at a meeting knowing that the public body is in violation of any provision of the Open Meetings Act shall be guilty of a Class IV misdemeanor for a first offense and a Class III misdemeanor for a second or subsequent offense.

**Effective Date – September 1, 2019**

**Distributed by the League of Nebraska Municipalities**



- 2. Increase Telephone Occupation Tax from 3 percent to 5 percent.**



## MEMORANDUM

DATE: July 9, 2020  
TO: Tara Vasicek, City Administrator  
FROM: Heather Lindsley, Finance Director  
SUBJECT: Occupation Taxes

RECOMMENDATION: Staff recommends that telephone occupation tax be increased to 5%.

DISCUSSION: The City Cable Occupation Tax is currently 5% and the City telephone occupation tax is 3%. Both are General Fund revenues that support most of our operations. These rates have been the same for over 20 years. As you can see, from the attached survey, most cities use 5% for both taxes. Internet, cable and telephone technology has been merging, and if they were the same rate, it would not make any difference to the City if a company was a telephone company or a cable company.

FISCAL IMPACT: Attached is a spreadsheet listing the receipts from these taxes from 2011 through 2020. As you can see, the telephone tax revenue has been in a steady decline through the years. In fiscal year 2019, the City received about \$313,000 from the cable occupation tax, primarily from Charter. For the telephone occupation tax, we received a total of \$185,000 from over forty different telephone companies. The proposed change for telephone occupation taxes could result in up to \$123,000 more General Fund revenue.

ALTERNATIVES: Do not change the telephone rate.

CONCURRENCE:

SIGNATURE:

DEPARTMENT HEAD: Heather Lindsley

CITY ADMINISTRATOR APPROVAL: \_\_\_\_\_



City of Columbus  
Cable and Telephone Occupation Taxes

Year	Telephone	Cable	
2011	360,874	288,008	
2012	351,867	296,412	
2013	327,330	296,652	
2014	308,370	288,030	
2015	273,375	280,369	
2016	228,097	270,664	
2017	206,615	277,732	
2018	195,730	297,762	
2019	184,602	312,928	
2020	130,025	224,936	As of 5/31/2020

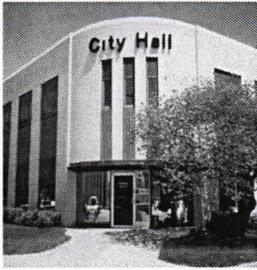
**Cable Occupation Tax**

City	Tax	Notes
Fremont	3%/5%	3% gross revenues subscriber, 5% gross revenues non-subscriber
Lexington	5%	
Grand Island	5%	
North Platte	5%	
Columbus	5%	
Norfolk	5%	
Kearney	5%	Gross receipts tax from all sources within the city.
Beatrice	5%	
Papillion	5%	
Hastings	5%	

**Telecommunication Occupation Tax**

City	Tax	Notes
Fremont	4%	
Lexington	5%	
Grand Island	5%	An additional 2% was added effective 9/1/2016
North Platte	3%	
Columbus	3%	
Norfolk	3%	
Kearney	6.25%	Gross receipts tax on basic monthly charges for local exchange services.
Beatrice	5%	
Papillion	5%	
Hastings	5%	

**3. Creation of Senior Office Associate II position and update to the pay plan.**



# The City of **Columbus**

RESPONSIBLE • RESPONSIVE • REPUTABLE

Administration Office (402) 562-4232

Fax (402) 563-1380

## Memorandum

**DATE:** July 8, 2020  
**TO:** Public Finance, Judiciary & Personnel Committee  
**FROM:** Tara Vasicek, City Administrator *TVA*  
**RE:** Creation of Senior Office Associate II Position

### RECOMMENDATION:

Approve amended Pay Plan Ordinance with addition of Senior Office Associate II position.

### DISCUSSION:

With the recent retirement of two employees who work in Community Development and Public Works, Department Heads and I have been working on a plan that would better serve the needs of the City and improve operations benefitting staff and the public. We are going to move toward on online permit and application management software. This will streamline and more efficiently manage several different types of permit and application processes we have including: building permits, planning processes such as platting and rezoning, right-of-way management permits, etc. BS&A has a program that we believe will work well and integrate with the finance software we now have in place. The Department Heads involved and I believe it would be best for one person to manage this new software, so we are going to present the following to the City Council as part of the budget process.

Creation of a 'Senior Office Associate II' position that would run the online permit management software. This will be an internal only job posting. If approved, the area previously used by animal control in the north part of the building will be used for this position. The position would be B10 on the Pay Plan.

# ORDINANCE NO. 20-\_\_\_\_\_

AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF COLUMBUS, NEBRASKA, REGARDING THE SALARIES OF OFFICERS AND EMPLOYEES; PAY PLAN FOR ALL CLASSIFICATIONS WITHIN THE CITY; AND MONTHLY SALARY RANGES FOR EACH INDIVIDUAL CLASSIFICATION

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF COLUMBUS, NEBRASKA THAT the following salaries of officers and employees, pay plan for all classifications within the city, and monthly salary ranges for each individual classification be established:

## 2019-2020 PAY SCALE TABLE

<b>GRADE A5</b>	<b>\$12.02 – \$15.86</b>
Program Assistant	
<b>GRADE A7</b>	<b>\$12.89- \$17.00</b>
Lead Lifeguard /Program Coordinator	
Library Assistant	
<b>GRADE B2</b>	<b>\$14.95 - \$20.18</b>
Customer Service Account Clerk	
<b>GRADE B3</b>	<b>\$15.47 - \$20.91</b>
Area Transit Driver	
Library Assistant II	
Library Maintenance Worker	
Office Associate	
<b>GRADE B4</b>	<b>\$16.02 - \$21.61</b>
Area Transit Supervisor	
<b>GRADE B5</b>	<b>\$16.58 - \$22.37</b>
Customer Service Clerk	
Library Assistant III	
Office Associate II	
<b>GRADE B6</b>	<b>\$17.15 - \$23.18</b>
Account Clerk	
Communications Specialist (911 Dispatcher)	
Finance Account Clerk	
Library Assistant IV	
Pool/Water Park Maintenance Technician	

**GRADE B7** **\$17.75 – \$23.95**

Account Clerk II/ Records Clerk II  
Code Enforcement Technician  
Community Service Technician  
Customer Service Clerk II  
Equipment Operator  
Parks Maintenance Worker

**GRADE B8** **\$18.38– \$24.81**

Administrative Assistant  
Aquatics Supervisor  
Equipment Operator II  
Finance Account Clerk II  
Golf Course Crew Leader  
Head Cook  
Senior Office Associate

**GRADE B9** **\$19.05 – \$25.70**

Account Clerk III  
Assistant City Clerk  
Equipment Operator III

**GRADE B10** **\$19.74 – \$26.67**

Engineering Aide  
Lead Communications Specialist  
Mechanic  
Parks Crew Leader  
Public Property Maintenance Mechanic  
**Senior Office Associate II**  
Street Dispatcher  
Transfer Station Operator  
Wastewater Treatment Facility Operator

**GRADE B11** **\$20.50 – \$27.66**

Accounting Specialist  
Water Production Operator  
Water Utility Maintenance Worker

**GRADE B12** **\$21.25– \$28.70**

Airport Manager  
Engineering Administrative Specialist  
Mechanic II  
Wastewater Laboratory Technician  
Water Utility Maintenance Worker II

**GRADE B13** **\$22.03 - \$29.75**

Aquatics Manager  
Community Center Manager  
Computer Technician  
Librarian  
Transfer Station Supervisor  
Wastewater Treatment Facility Operator II  
Water Production Operator II

**GRADE B14** **\$22.85 - \$30.86**

Cemetery Supervisor  
Street Foreman

**GRADE B16** **\$24.57 - \$33.19**

Building Inspector

**GRADE B17** **\$25.49 - \$34.41**

GIS Supervisor

**GRADE B18** **\$26.44 - \$35.69**

Computer/Network Technician  
Engineering Project Manager

**GRADE C1** **\$26.64 - 37.29**

Wastewater Treatment Facility Supervisor  
Water Production Supervisor  
Water Utility Supervisor

**GRADE C2** **\$27.96- \$39.14**

City Clerk  
City Planner  
Golf Course Superintendent  
Parks Superintendent  
Street Superintendent  
Surveyor/Construction Observer

**GRADE C3** **\$29.50 - \$41.30**

Library Director

**GRADE C5** **\$33.29 - \$46.62**

Police Captain

**GRADE C6** **\$35.62 - \$49.89**

Communications Director  
Community Development Director  
Fire Chief  
Public Property Director

**GRADE C7** **\$38.30 – \$53.63**

Human Resources Director  
Police Chief

**GRADE C8** **\$41.56 - \$58.18**

Public Works Director

**GRADE C9** **\$45.30 - \$63.42**

City Engineer  
Finance Director

**OTHER POSITIONS**

City Administrator	\$89.02 per hour
Prosecuting Attorney	\$3,022 per year through 3/15/20
Prosecuting Attorney	\$ TBD as per Resolution eff. 3/16/20
City Attorney	\$ 135 per hour
Assistant Fire Chief	\$15,557 per year
Fire Training & Safety Officer	\$15,557 per year
City Emergency Mgmt Director	\$ 8,459 per year
Mayor per Resolution R06-107	\$10,444 per year
Council per Resolution R06-107	\$ 6,392 per year

This ordinance shall repeal all ordinances, resolutions, and parts or portions thereof, which conflict herewith. This ordinance shall be published or posted as required by law and shall become effective September 30, 2019.

INTRODUCED BY COUNCIL MEMBER: \_\_\_\_\_

PASSED AND ADOPTED THIS 3RD DAY OF SEPTEMBER, 2019.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

APPROVED AS TO FORM:

\_\_\_\_\_  
CITY ATTORNEY

4. **Increase to health insurance premiums.**



## MEMORANDUM

DATE: July 9, 2020  
TO: Tara Vasicek, City Administrator  
FROM: Heather Lindsley, Finance Director  
SUBJECT: Health Insurance Premiums

**RECOMMENDATION:** Staff recommends that the city accept the renewal option from Companion Life IISI and change the specific deductible from \$60,000 to \$75,000.00.

**DISCUSSION:** Currently, the City has Companion Life ASG Risk insurance and has a specific deductible of \$60,000.00. Due to recent claims history, the fixed costs for the City of Columbus, if we would stay at the specific deductible of \$60,000.00, would increase 61%. To keep fixed costs lower, staff recommends changing the deductible to \$75,000.00. This would lower the increase in fixed costs from 61% to 39%. The specific deductible represents the amount that the City, itself, would cover before the insurance company would start covering costs.

**FISCAL IMPACT:** The fiscal impact is unknown, due to the fact that, that we do not know what we are going to have for claims, in the coming year. The insurance year, that ended June 30, 2020, had the fewest claims, for the last several years. It makes sense to raise the specific deductible and reduce fixed costs. The City will be increasing the employee’s participation in the premium payments by 15%. The City has had very few increases for the employee’s participation over the past 20 years.

**ALTERNATIVES:** Leave the specific deductible at \$60,000.00 and pay higher fixed costs.

**CONCURRENCE:**

**SIGNATURE:**

DEPARTMENT HEAD: Heather Lindsley

CITY ADMINISTRATOR APPROVAL: \_\_\_\_\_



## HEALTH INSURANCE PREMIUMS

October 2020- September 2021

<i>Single Premium/Month</i>	\$ 903.37	<i>City Share for Year</i>	\$ 10,081.61
		Percentage	Amount Per Pay Period
Regular Employee	City Pays	93.00%	\$840.13
	Employee Pays	7.00%	\$63.25
Firefighter	City Pays	93.00%	\$840.13
	Employee Pays	7.00%	\$63.25
Police Officer	City Pays	93.00%	\$840.13
	Employee Pays	7.00%	\$63.25
<i>Family Premium/Month</i>	\$ 2,385.16	<i>City Share for Year</i>	\$ 24,042.41
		<i>City Share for Fire</i>	\$ 24,958.19
		Percentage	Amount Per Pay Period
Regular Employee	City Pays	84.00%	\$2,003.53
	Employee Pays	16.00%	\$381.63
Firefighter	City Pays	87.20%	\$2,079.85
	Employee Pays	12.80%	\$305.31
Police Officer	City Pays	84.00%	\$2,003.53
	Employee Pays	16.00%	\$381.63

Housing Authority – Single \$1,390.00 and Family \$3,048.00 for Health Insurance.

## DENTAL

<i>Single Premium/Month</i>	\$ 28.90	<i>City Share for Year</i>	\$ 346.80
Single Premim	City Pays	100%	28.90

<i>Family Premium/Month</i>	\$	65.88	<i>City Share for Year</i>	\$	346.80
Family Premium			City Pays	28.90	
			Employee Pays	36.98	Deducted once a month
			At Single Rate		
			Balance		

**VISION**

*All Premiums are paid by the employee at this time.*

Single Standard	7.64	Per Pay Month
Family Standard	16.44	Per Pay Month
Single Premium	15.68	Per Pay Month
Family Premium	33.72	Per Pay Month

Heather's Files/Personnel/Health Insurance Premiums to City and Employees



City of Columbus

Renewal Date: 7/1/2020

Single 63  
 Family 103  
 Total 166

QUALITY SERVICE, CARING PEOPLE

	CURRENT	RENEWAL at current \$60,000	RENEWAL at \$75,000
CARRIER	Companion Life	Companion Life	Companion Life
MGU/INTERMEDIARY	ASG Risk	IISI	IISI
<b>REINSURANCE INFORMATION</b>	<b>24/12 Spec; 24/12 Agg</b>	<b>24/12 Spec; 24/12 Agg</b>	<b>24/12 Spec; 24/12 Agg</b>
<b>Specific Deductible.</b> Is the Cities claim liability per insured person	<b>\$ 60,000.00</b>	<b>\$ 60,000.00</b>	<b>\$ 75,000.00</b>
Maximum Lifetime Reimbursement	Unlimited	Unlimited	Unlimited
Maximum Annual Reimbursement	Unlimited	Unlimited	Unlimited
Aggregating Specific	<b>\$ 51,500.00</b>	<b>\$ 51,500.00</b>	<b>\$ 51,500.00</b>
<b>ADMINISTRATIVE FEES</b>	28.35	29.10	29.10
Agent/Broker Fee	-	-	-
TOTAL ADMINISTRATIVE FEES - COMPOSITE	28.35	29.10	29.10
TOTAL ADMINISTRATIVE FEES - ANNUAL	<b>\$ 56,473.20</b>	<b>\$ 57,967.20</b>	<b>\$ 57,967.20</b>
<b>REINSURANCE COST - FIXED</b>			
Single Specific Premium	\$ 135.47	\$ 244.53	\$ 203.46
Family Specific Premium	\$ 369.60	\$ 614.38	\$ 522.78
Aggregate Premium - Composite	\$ 7.81	\$ 7.50	\$ 8.71
TOTAL REINSURANCE FIXED COSTS - ANNUAL	<b>\$ 574,798.13</b>	<b>\$ 959,178.13</b>	<b>\$ 817,318.27</b>
<b>FIXED COST BREAKDOWN</b>			
Single Fixed Cost	\$ 171.63	\$ 281.13	\$ 241.27
Family Fixed Cost	\$ 405.76	\$ 650.98	\$ 560.59
TOTAL FIXED COSTS - ANNUAL	<b>\$ 631,271.33</b>	<b>\$ 1,017,145.33</b>	<b>\$ 875,285.47</b>
<b>REINSURANCE COST - CLAIM LIABILITY</b>			
Single Expected Claim Rate	\$ 590.02	\$ 637.89	\$ 662.10
Family Expected Claim Rate	\$ 1,648.83	\$ 1,757.84	\$ 1,824.57
Single Maximum Claim Rate	<b>\$ 737.53</b>	<b>\$ 797.36</b>	<b>\$ 827.63</b>
Family Maximum Claim Rate	<b>\$ 2,061.04</b>	<b>\$ 2,197.30</b>	<b>\$ 2,280.71</b>
TOTAL EXPECTED CLAIM LIABILITY - ANNUAL	<b>\$ 2,484,014.50</b>	<b>\$ 2,654,933.57</b>	<b>\$ 2,755,716.67</b>
TOTAL MAXIMUM PLAN YRAR CLAIM LIABILITY	<b>\$ 3,105,018.12</b>	<b>\$ 3,318,666.96</b>	<b>\$ 3,444,645.84</b>
<b>COST BREAKDOWN</b>			
Single Expected Cost	\$ 761.65	\$ 919.02	\$ 903.37
Family Expected Cost	\$ 2,054.59	\$ 2,408.82	\$ 2,385.16
Single Maximum Cost	<b>\$ 909.16</b>	<b>\$ 1,078.49</b>	<b>\$ 1,068.90</b>
Family Maximum Cost	<b>\$ 2,466.80</b>	<b>\$ 2,848.28</b>	<b>\$ 2,841.30</b>
<b>REINSURANCE ADDITIONAL LIABILITY</b>			
LASER SPECIFICS	\$ 490,000.00	\$ 215,000.00	\$ 185,000.00
ORGAN TRANSPLANT PREMIUM-ANNUAL	\$ -	\$ -	\$ -
AGGREGATING SPECIFICS	\$ 51,500.00	\$ 51,500.00	\$ 51,500.00
TOTAL ADDITIONAL LIABILITY	<b>\$ 541,500.00</b>	<b>\$ 266,500.00</b>	<b>\$ 236,500.00</b>
TOTAL COST EXPECTED COST	<b>\$ 3,656,785.83</b>	<b>\$ 3,938,578.90</b>	<b>\$ 3,867,502.14</b>

COBRA RATES are the full insured equivalent rates, if we were to purchase the same plan through a commercial insurance carrier. COBRA RATES include total fixed costs and total claims liability.

COBRA RATES  
 COBRA RATES

<b>MAXIMUM COST</b>	<b>\$ 4,277,789.45</b>	<b>\$ 4,602,312.29</b>	<b>\$ 4,556,431.31</b>
PERCENT CHANGE			
FIXED COSTS increase		61.13%	38.65%
EXPECTED COSTS increase		7.71%	5.76%
MAXIMUM COSTS increase		7.59%	6.51%

**5. Adjournment.**