



TO: Gahanna City Council
Clerk of Council

FROM: Corey D. Wybensinger, Sr. Deputy Director of Administrative Services
Miranda Vollmer, Sr. Director of Administrative Services
Mayor Laurie A. Jadwin

Cc: Priya Tamilarasan, Esq., City Attorney
Joann Bury, Director of Finance

DATE: March 7, 2024

SUBJECT: Dept. of Administrative Services - Request for Council Action (March 11, 2024, COTW Meeting)

ACTION ITEMS

ACTION ITEM #1: ORDINANCE FOR SUPPLEMENTAL APPROPRIATION TO WORKERS' COMPENSATION FUND

The City is Self-Insured for Workers' Compensation claims. As a Self-Insured employer, the City carries Excess Compensation Insurance. This insurance is in place to indemnify part of a claim's loss if it were to reach certain thresholds. The bi-annual premium amount that is set by the excess comp carrier is a formula based on an estimation of the upcoming total annual payroll amounts. The 2024 excess comp policy renewal was budgeted for an 11% increase in the 2024 budget. However, annual payroll amounts in 2023 ended higher than projected at a 13% increase. Due to this difference, the budgeted amount for the 2024 policy term is under funded by \$12,732. In addition, the excess comp carrier performs an annual audit of the actual payroll amount and compares it to the estimate. After the annual audit, the amount previously paid for the 2023 policy term is also short by \$5,000, due to the same increase in payroll during 2023.

The Administration respectfully requests a supplemental in the amount of \$17,732 from the Unappropriated/Unencumbered Fund Balance Workers Compensation (9000) to 90005000.5205 – Workers Comp Contract Services. Due to the amount owed for 2023, waiver is respectfully requested.

Requested Legislation and Funding:

Legislation Needed:	Ordinance
Emergency/Waiver:	Waiver
Vendor Name:	N/A
Vendor Address:	N/A
Already Appropriated:	N/A
Supplemental/Transfer:	\$17,732 from Unappropriated/Unencumbered Fund Balance Workers Compensation (9000) to 90005000.5205 –Workers Comp Contract Services.