

THE CITY OF UNIVERSITY HEIGHTS, OHIO
CITY COUNCIL MEETING via ZOOM
AGENDA

7:00PM

MONDAY, JUNE 15, 2020

The City of University Heights is inviting you to a Public Meeting hosted electronically by Zoom on Monday, June 15, 2020 at 7pm.

Join Zoom Meeting

<https://us02web.zoom.us/j/84126032624>

Meeting ID: 841 2603 2624

One tap mobile

+13126266799,,84126032624# US (Chicago)

+19292056099,,84126032624# US (New York)

Dial by your location

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Germantown)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

Meeting ID: 841 2603 2624

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of Minutes
5. Comments from the Audience (Speakers are limited to 5 minutes, total time allowed 15 min. per meeting, unless otherwise permitted by Council Ord. No. 91-25)
6. Reports and Communications from the Mayor and the taking of action
7. Agenda Items:
 - A) Approval of Resolution 2020-29 Honoring Rich Fried's Fifty Years of Service to the Auxiliary Police
 - B) Motion to Approve Planning Commission's recommendation for the approval of application from Dommus Construction Corp. regarding the demolition of house located at 14396 Washington Blvd. for the construction of a new house
 - C) Motion to Approve Ordinance 2020-30 Amending the Authorized Permanent Appropriations for Current and Other Expenditures of the City of University Heights, Ohio for the Period Commencing January 1, 2020 and Ending December 31, 2020 (on emergency)
 - D) Motion to Accept the City's Fixed Asset Policy
 - E) Motion to Approve the City Entering into an Agreement with CompManagement to Administer a Group Experience Rating Program, offered by the Ohio Association of Public Treasurers
 - F) Motion to Approve Ordinance 2020-31 Enacting Codified Ordinance Section 280.04 Entitled "Public Hearings; Notice" (on first reading)
 - G) Motion to hold an Executive Session immediately following this regular meeting for the purpose of discussing personnel, legal and/or real estate matters

Reports:

- a) Finance
- b) Law
- c) Public Safety (Police/Fire)
- d) Service
- e) Building
- f) City Engineer
- g) Communications / Civic Engagement
- h) Economic Development
- i) Housing / Community Development

8. Adjournment

AGENDA

MONDAY, JUNE 15, 2020

REPORTS FROM STANDING COMMITTEES

BUILDING/HOUSING

Chairman

Barbara Blankfeld

COMMUNITY OUTREACH

Chairman

Susan Pardee

ECONOMIC DELVELOPMENT

Chairman

John Rach

FINANCE

Chairman

Michele Weiss

RECREATION

Chairman

Phillip Ertel

SAFETY

Chairman

Saundra Berry

SERVICE AND UTILITIES

Chairman

Justin Gould

COMMITTEE OF THE WHOLE

Vice Mayor Michele Weiss

RESOLUTION NO. 2020-29
A RESOLUTION HONORING RICH FRIED'S FIFTY YEARS OF SERVICE TO THE
AUXILIARY POLICE

WHEREAS, Rich Fried joined the University Heights Police Auxiliary in 1970 and has served the community for fifty years; and

WHEREAS, Rich Fried has provided security detail for visiting dignitaries, such as Israeli politician and founder of the Jewish Defense League Rabbi Meir Kahane, United States Supreme Court Justice Antonin Scalia, and Nazi hunter Simon Wiesenthal, when each of them came to speak in University Heights; and

WHEREAS, Rich Fried regularly participates in regular storm detail, traffic control for parades and races, and has worked on combatting school threats in University Heights; and

WHEREAS, For many years Rich Fried has organized the summer socials for the Police Auxiliary including live music, and also has a longstanding reputation of being reliable and friendly: and

WHEREAS: Rich Fried continues his service to the City of University Heights in his role as Record/Executive Sergeant, a promotion he earned in November 2016, and also as a member of the Memorial Day Parade Committee.

NOW, THEREFORE, BE IT JOINTLY PROCLAIMED BY THE MAYOR AND RESOLVED BY THE CITY COUNCIL OF THE CITY OF UNIVERSITY HEIGHTS, OHIO, THAT:

Section 1. We thank Rich Fried for serving fifty years as a member of the University Heights Police Auxiliary and look forward to his continued service.

Section 2. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Resolution were adopted in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance of all legal requirements.

Section 3. This Resolution shall take effect at the earliest time allowed by law.

City of University Heights

Michael Dylan Brennan, Mayor

Michele Weiss, Vice Mayor

Sandra Berry, Councilwoman

Barbara Blankfeld, Councilwoman

Phillip Ertel, Councilman

Justin Gould, Councilperson

Susan Pardee, Councilwoman

John Rach, Councilman

Passed: June 15, 2020
Attest:

Kelly M. Thomas, Clerk of Council

Approved as to Form:

Luke F. McConville, Law Director



TO: Members of City Council
FROM: Kelly M. Thomas, Clerk of Council
DATE: June 10, 2020
RE: Planning Commission Decision

At its meeting held on Thursday, June 4, 2020, the Planning Commission made the following motion.

- A. Recommendation to City Council for the Approval to Dommus Construction for the Demolition of the house located at 14396 Washington Blvd. in order to construct a new house.**

MOTION BY MAYOR BRENNAN, SECONDED BY MR. SIEMBORSKI to recommend to City Council for the Approval to Dommus Construction for the Demolition of the house located at 14396 Washington Blvd. in order to construct a new house. On roll call, all voted “aye.”

ORDINANCE NO. 2020-30

Introduced By: Mayor Michael Dylan Brennan

**AN ORDINANCE AMENDING THE AUTHORIZED PERMANENT
APPROPRIATIONS FOR CURRENT AND OTHER EXPENDITURES OF THE
CITY OF UNIVERSITY HEIGHTS, OHIO FOR THE PERIOD COMMENCING
JANUARY 1, 2020 AND ENDING DECEMBER 31, 2020
AND DECLARING AN EMERGENCY**

**NOW, THEREFORE BE IT ORDAINED BY THE COUNCIL OF THE CITY OF
UNIVERSITY HEIGHTS, OHIO THAT:**

Section 1. To provide for the current expenses and other expenditures for the City of University Heights, Ohio for the period commencing January 1, 2020 and ending December 31, 2020, City Council authorizes the Amended Permanent Appropriations as herein set forth as Attachment A.

Section 2. The Council finds and determined that all formal actions of this Council relating to the adoption of this Ordinance have been taken at open meetings of this Council, and that deliberations of this Council and of its committees, resulting in such formal action, took place in meetings open to the public, in compliance with all statutory requirements including the requirements of Section 121.22 of the Ohio Revised Code.

Section 3. This Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the health, safety and welfare and shall therefore be in full force and effect immediately upon passage by the affirmative vote of not less than five (5) members elected to Council and approval by the Mayor or otherwise at the earliest time allowed by law.

CITY OF UNIVERSITY HEIGHTS

MICHAEL DYLAN BRENNAN, MAYOR

PASSED: _____

ATTEST: _____
KELLY M. THOMAS, CLERK OF COUNCIL

**APPROVED
AS TO FORM:** _____
LUKE F. MCCONVILLE, LAW DIRECTOR

City of University Heights

ATTACHMENT A

AT JUNE 15, 2020

CITY OF UNIVERSITY HEIGHTS

AMENDED APPROPRIATIONS FOR THE YEAR JANUARY 1, 2020 - DECEMBER 31, 2020

DEPT	DESCRIPTION	AMENDED SALARY	AMENDED OTHER EXP	AMENDED TOTAL BUDGET	
	1100 Public Safety			\$ -	
	1110 Police			\$ -	
	1120 Fire			\$ -	
	1121 Fire Prevention			\$ -	
	1130 Dispatch			\$ -	
	1140 Traffic Control			\$ -	
	1150 Animal Control			\$ -	
	1160 Prisoner Housing			\$ -	
	1170 Prosecutor			\$ -	
	1180 Courts			\$ -	
	1190 County Health Department			\$ -	
	1210 Building Department	\$ (50,000)	\$ -	\$ (50,000)	A
	1220 Housing Department	\$ -	\$ (25,000)	\$ (25,000)	B
	1230 Community Development			\$ -	
	1240 Economic Development	\$ -	\$ (35,000)	\$ (35,000)	C
	1310 Pool Activity	\$ (225,000)	\$ (44,000)	\$ (269,000)	D
	1320 Summer Recreation Activity	\$ (25,000)	\$ (9,000)	\$ (34,000)	E
	1330 Recreation - Entertainment	\$ -	\$ (32,000)	\$ (32,000)	F
	1400 Service Department			\$ -	
	1410 Lands & Buildings			\$ -	
	1420 Refuse Collection			\$ -	
	1470 City Engineer			\$ -	
	1510 Civil Service Commission			\$ -	
	1520 City Planning Commission			\$ -	
	1530 Board of Zoning Appeals			\$ -	
	1540 Architectural Review			\$ -	
	1600 General Administration	\$ (12,000)	\$ (57,500)	\$ (69,500)	G
	1610 Mayor's Office			\$ -	
	1620 City Council			\$ -	
	1630 Finance Department			\$ -	
	1640 Law Department			\$ -	
	1650 Civic Engagement			\$ -	
	1660 Community Relations			\$ -	
	1999 Transfers/Advances Out			\$ -	
TOTAL GENERAL FUND				\$ (514,500)	H

City of University Heights

ATTACHMENT A

CITY OF UNIVERSITY HEIGHTS

AMENDED APPROPRIATIONS FOR THE YEAR JANUARY 1, 2020 - DECEMBER 31, 2020

FUND	DESCRIPTION	AMENDED SALARY	AMENDED OTHER EXP	AMENDED TOTAL BUDGET	
	101 Unclaimed Monies Fund			\$ -	
	200 Street Maintenance Fund	\$ -	\$ (307,000)	\$ (307,000)	I
	201 Sewer/Water Maintenance				
	202 Shade Tree Fund	\$ -	\$ (17,000)	\$ (17,000)	J
	203 Street Lighting Fund			\$ -	
	210 Police Pension Fund			\$ -	
	211 State/Local Law Enforce Fund			\$ -	
	212 Fed Law Enforcement Fund			\$ -	
	213 Community Diversion Fund			\$ -	
	214 BCI/FBI Fees			\$ -	
	220 Fire Pension Fund			\$ -	
	222 FEMA Grant Fund			\$ -	
	230 Building Fee Fund			\$ -	
	231 Construction Deposits	\$ -	\$ 5,000	\$ 5,000	K
	232 Street Opening Deposits			\$ -	
	240 University Square TIF Fund			\$ -	
	242 ODNR Grants			\$ -	
	250 Performance Bonds	\$ -	\$ 10,000	\$ 10,000	L
	300 Debt Service Fund			\$ -	
	400 Capital Improvement Fund	\$ -	\$ (66,000)	\$ (66,000)	M
	401 Sewer/Water Cap Improve	\$ -	\$ (124,000)	\$ (124,000)	N
				\$ -	
	TOTAL AMENDED APPROPRIATIONS:			<u>\$ (1,013,500)</u>	O

ITEMIZATION OF PROPOSED BUDGET AMENDMENTS

- A Estimated savings from retirement of Commissioner
- B Elimination of exterior housing program
- C Elimination of zoning code RFP development
- D Salary savings from pool closing; supply and equipment savings
- E Salary and supply savings from summer activity cancellations
- F Savings from elimination of parade and concert series
- G Savings from elimination of interns and reduction in promotion material
- H The total reduction in General Fund appropriations
- I Elimination of street program for 2020
- J Elimination of part-time leaf pickup staff
- K Addition of \$5,000 for refund of construction deposit
- L Addition of \$10,000 for pass through refund for performance bond
- M Elimination of capital portion of dump truck procurement cost
- N Elimination of sewer capital portion of dump truck procurement cost and half of annual OPWC payment that was extended to 2021
- O Total net budget appropriation reductions

UNIVERSITY HEIGHTS FIXED ASSET POLICY

Purpose and Objectives

The purpose of this updated Fixed Asset Policy is to establish guidelines and procedures to ensure that accurate records of assets owned, purchased, replaced, sold and/or traded-in are maintained in a comprehensive manner in City records. The objectives are:

- To manage and maintain the fixed asset portfolio of the City which includes land, buildings, building improvements, machinery, furniture, equipment, vehicles, works of art and historical treasures, infrastructure, and construction in progress.
- To determine the appropriate depreciation method to use in accordance with Generally Accepted Accounting Principles (GAAP) for proper financial statement presentation.
- To provide the City with accurate record keeping for inventory maintenance and financial reporting purposes.

Responsibility and Authority

The Finance Director shall be responsible for ensuring the principles and policies set in the Capitalization Policies and Guidelines are consistently applied and carried out in the conformity with Generally Accepted Accounting Principles (GAAP) for government entities. As such the Finance Director shall assure that this policy is carried out in conformity with any applicable financial policies, goals and/or strategies set forth by the Mayor and/or City Council.

Overview

For clarification purposes, costs to obtain tangible assets with lives with greater than one year are identified as capital expenditures, and such expenditures are commonly said to be capitalized. Expenditures treated as expense of the current period are called operating expenses. There are several factors involved in determining whether expenditure is to be classified as a capital expenditure or as an operating expense. Following is a synopsis of guidelines used to determine whether or not an item is to be capitalized.

Criteria for Capitalization

For the purpose of this policy, a "fixed asset" must be capitalized if they meet the following criteria:

- The expected useful life is longer than one year.
- The asset has at least a unit cost of \$5,000.00 or more.

- Expenditures that materially add to the value or prolong the life of existing equipment will be considered capital assets and will be appropriately capitalized.
- The item belongs to one of the general classes of assets as defined by general accounting terms.
- Land (all land capitalized regardless of cost)
- Buildings and Building Improvements
- Equipment
- Improvements other than Buildings
- Infrastructure assets

Infrastructure assets are long-lived capital assets that normally are stationary in nature and can be preserved for a significantly greater number of years than most capital assets. Examples of infrastructure assets include roads, bridges, tunnels, drainage systems, water and sewer systems, dams and lighting systems.

A capitalization threshold is the cost established by the Finance Director that must be met or exceeded if an asset is to be recorded and depreciated as a capital asset. The capitalization threshold is based on the cost of a single asset. **Assets that do not meet the capitalization threshold will be recorded as expenditures or expenses. For the purposes of property control (insurance, security, etc.), the Finance Director and/or department heads may develop and maintain the appropriate record keeping system(s) to account for assets which do not meet the capitalization threshold.** In some unique circumstances, assets with a unit cost less than \$5,000 may be capitalized if they are part of a larger project or renovation or if the improvement added to the associated value or prolonged the life of the asset. This determination will be made by the Finance Director at the time of the initial departmental request for purchase of the asset.

Accounting for Capital Assets

City owned land, buildings, and infrastructure will be segregated from furniture and equipment in separate accounts. The City will follow applicable GASB 34 guidelines as it maintains Fixed Asset Records of the City. Proper insurance coverage must be maintained by the City for all premises, furniture, and equipment. Coverage amounts should be reviewed annually.

It is the responsibility of the Finance Department to record the costs of capitalized assets acquired and to maintain accurate inventory and depreciation records. Fixed assets that meet the minimum capitalization threshold will be recorded at historical cost and depreciated on a straight-line method for financial statement purposes. Entries to record depreciation on new purchases will be calculated and posted at fiscal year-end. Donated capital assets will be recorded at their estimated fair value at the time of acquisition, including any ancillary charges. Property will be recorded at historical cost unless there has been a permanent loss of value that should be reflected in the capital asset accounts. The value will usually include costs related to acquisition including freight, delivery, training, and installation.

Construction in Progress (CIP)

Should time required to complete a project extend past the close of any accounting period, it will be placed in (CIP) and not capitalized until project is complete.

Capital Leases

All policies and procedures mentioned above also apply to capitalized leases. All lease purchases and/or agreements must be compliant with all applicable laws and regulations. Any operating leases which will not be capitalized will follow the appropriate approval process for purchasing. All copies of lease agreements should be maintained by the Clerk of Council and/or the Finance Director. Capital leases will be recorded on the City's books and will be accounted for in accordance with Generally Accepted Accounting Principles as it applies to municipalities.

Fixed Asset Components

An **addition** is a new and separate asset or an extension of an existing asset. All assets will be added according to the thresholds established at the time of acquisition. **Improvements** are added based on the thresholds established as long as it seems reasonable that the improvement adds value to the existing asset. Infrastructure improvements will be added after consultation from our City Engineer to obtain the value that was added taking into consideration of any disposals that may have occurred during the construction.

DEFINITIONS

Capital Assets: Major assets that are used in operations and have initial useful lives extending beyond a single reporting period. Capital assets with an original unit cost of greater than or equal to the City's capitalization threshold of \$5,000, including ancillary costs, and with a useful life of three years or more will be capitalized for financial accounting purposes. Examples include, among other things, land, land improvements, buildings, building improvements, furniture and fixtures, vehicles, machinery, equipment, infrastructure, and all other tangible or intangible assets.

Infrastructure assets: Long-lived capital assets that normally are stationary in nature and normally can be preserved to a significantly greater number of years than most capital assets. They include, among other things, roads, bridges, water and sewer systems, drainage systems, and electrical and gas lines.

Controlled Assets: Assets with an original unit cost less than \$5,000 (including ancillary cost) and a useful life of two years or more. Controlled assets will not be monitored in the City's Capital Asset records. Any item purchased for less than \$500.00 shall be considered as a supply line item. Examples of controlled assets include personal computers, facsimile machines, small photocopiers, printers, cellular phones, other telecommunication equipment, cabinets, tables, etc. These assets are not capitalized in the General Ledger nor are they depreciated. However, a copy of the Department's Inventory Control Records is to be provided to the Finance Department. This allows the City to control these assets through audits without affecting the City's financial status. Also, this information can be used to determine the proper level of insurance and assist the City in providing proof of loss in an insurance claim.

Depreciation: A methodology that amortizes the cost of the asset over its useful life using an acceptable basis. Useful Life: The period of time the asset will be of service to the City.

Salvage Value: The subsequent value of the asset at the end of its useful life. Historical Cost: The value placed on the asset at the time of acquisition, including ancillary costs (value of trade-ins, shipping costs, installation costs, etc.)

Acquisition Date: The date the City took ownership of the asset. Capitalization Threshold: The measure of value placed on an individual asset to determine its qualification for capitalization or expense in the financial records, and includes all costs to put the asset in service (shipping, installation costs, etc.,).

Fair Market Value: The estimated value of the asset for which it would be exchanged between a willing buyer and seller when neither is forced into the exchange. In addition, both parties should have knowledge of all facts and consider it an equitable exchange. This is generally used in place of historical cost in a donated asset situation.

Insurable Value: The value placed on the asset that would best represent the replacement cost of the asset as determined by a qualified appraisal firm. If monetary value cannot be placed on items, such as irreplaceable documents, there is no insurable value. Insurable values of the buildings do not include the value of land.

Useful Lives and Thresholds of Fixed Assets

Class	Asset	Capitalized Period (Years)	Threshold (\$)
Land	Land and Site Improvements	Inexhaustible	Any Value
Buildings	Buildings	50	50,000
Buildings	Building Improvements	10-50	10,000
Equipment	Accounting Systems	5-10	5,000
Equipment	Construction Machinery	10	5,000
Equipment	Misc. Equipment	5-10	5,000
Equipment	Fire Fighter Apparatus	10	5,000
Equipment	Computer Hardware and Software	5	5,000
Improvements	Fences, Trails, etc.	20	20,000
Improvements	Parks and Playgrounds	20	50,000
Improvements	Swimming Pools	20	50,000
Infrastructure	Bridges & Tunnels	50	100,000
Infrastructure	Curbs & Sidewalks	50	50,000
Infrastructure	Drainage	50	100,000
Infrastructure	Parking Lots	25	20,000
Infrastructure	Sewer	50	100,000
Infrastructure	Streets (Primary)	50	100,000
Infrastructure	Streets (Secondary)	40	100,000
Infrastructure	Traffic Signals and Signs	25	50,000

Date: May 21, 2020

DENNIS KENNEDY
CITY OF UNIVERSITY HEIGHTS
2300 WARRENSVILLE CENTER RD
UNIVERSITY HT, OH 44118

Re: 2021 Group Rating Enrollment for Policy # 31807702

We are pleased to announce that your organization is invited to join the Ohio Association of Public Treasurers 2021 Workers' Compensation Group Rating program.

2021 Projections:

Projected Individual Premium	\$155,051
Projected Group Premium	\$129,716
Group TM%/Effective Discount %	-45% / -34%

Group Savings
\$25,335

* BWC mandated break-even factor applied



To enroll, simply sign and return the enclosed forms with payment, or enroll online at www.compmgt.com and click on the group enrollment box under Quick Links.



IMPORTANT INFORMATION

GROUP RATING OR GROUP RETROSPECTIVE RATING?



Employer Name: CITY OF UNIVERSITY HEIGHTS
Policy #: 31807702

Upon review of your policy, your organization qualifies for both Group Rating AND Group Retrospective Rating programs. Which program is the best option for your organization? We encourage you to review both programs and the discount opportunities for each.

Group Rating is a bit more predictable as estimates are based on historical claim and payroll data. It offers an upfront discount and there is very little risk.

Estimated Individual Premium	\$155,051
Less Estimated Group Savings	\$25,335
Estimated Group Premium	\$129,716

Group Retrospective Rating uses past information to predict future outcomes. Savings will depend on actual claim costs and premiums that occur during the rating year so there is some risk involved. Final outcomes will be recognized in future years and can result in substantial savings or a possible assessment.

Estimated Individual Premium	\$155,051
Estimated Standard Premium	\$133,702
Less Estimated Future Refund*	\$56,154
Estimated Net Premium	\$98,897



Instructions

Please print or type.

Please return complete statement to the attention of the sponsoring organization you are joining.

If you have any group-experience-rating questions call BWC at 614-466-6773.

BWC USE ONLY
Application effective with policy year beginning

NOTE: The employer programs unit group underwriters must review and approve this application before it becomes effective.

Employer Name CITY OF UNIVERSITY HEIGHTS		Telephone number (216)932-7800	BWC policy number 31807702
Address 2300 WARRENSVILLE CENTER RD	City UNIVERSITY HT	State OH	Nine-digit Zip Code 44118

Group-Experience-rating program enrollment

I agree to comply with BWC's group-experience-rating program rules (Ohio Administrative Code Rules 4123-17-61 through 4123-17-68). I understand my participation in the group-experience-rating program is contingent on such compliance. This form supersedes any previously filed AC-26.

I understand only a BWC group-experience-rating program certified sponsor can offer membership into the program. I also understand if the sponsoring organization listed below is not certified this application is null and void.

I am a member of the **Ohio Association of Public Treasurers** sponsoring organization or a certified affiliate organization and would like to be included in their group named Oapt Cities L4 it sponsors for the policy year beginning **January 1, 2021**. In addition, I would like to be included in this group each succeeding policy year until rescinded by the timely filing within the preceding policy year of another AC-26 or until the group administrator does not include my company on the employer roster for group-experience-rating. I understand the employer roster submitted by the group administrator will be the final, official determination of the group in which I will or will not participate. Submission of this form does not guarantee participation.

I understand the organization's representative **CompManagement LLC #000900-80** (currently, as determined by the sponsoring organization) is the only representative I may have in risk-related matters while I remain a member of the group. I also understand the representative for the group-experience-rating program will continue as my individual representative in the event that I no longer participate in the group-experience-rating program. At the time, I am no longer a member of the program, I understand I must file a *Permanent Authorization* (AC-2) to cancel or change individual representation.

I am associated with the sponsoring organization or a certified affiliate sponsoring organization Yes No

Ohio Association of Public Treasurers

1581124

Name of sponsor or affiliate sponsor

Sponsor or affiliate sponsor policy number

Certification

_____ certifies that he/she is the _____ of _____



Bureau of Workers' Compensation

Permanent Authorization

TO: [X] Employer Services 22nd Floor
[] Self-Insured Department 26th Floor

Please mark a box and return to
30 West Spring St.
Columbus, OH 43215-2256

Fax -- (614) 728-0456

Policy number 31807702
Entity (Company Name) CITY OF UNIVERSITY HEIGHTS
DBA (Doing Business As)
Address 2300 WARRENSVILLE CENTER RD
UNIVERSITY HT, OH 44118

Note: For this to be a valid letter, the employer services department, or the self-insured department for self-insured employers, must stamp it.

This is to certify that effective September 01, 2020

CompManagement LLC, Rep. I.D. # 000900-80

(Representative name and Rep I.D. number)

including its agents or representatives identified to you by them, has been retained to represent us before the Bureau of Workers' Compensation and the Ohio Industrial Commission in matters pertaining to our participation in the Workers' Compensation Fund according to they type of representation checked below.

Please check only one type of representation. See description of representatives at the bottom of this form.

X Type of authorized representation addition/change or termination
[X] Add [] Terminate
[X] Employer Risk/Claim Representative (ERC) [] Risk Management Representative (RISK)
[] Claims Management Representative (CLM) [] Payroll Service Vendor (PSV)

This authorization supersedes all permanent authorizations on file for the type of representation indicated above.

I understand and agree BWC will process any letters, requests, and actions initiated by a superseded authority.

I understand that this authorization, now being granted, is of a continuous nature from the effective date indicated herein. However, I possess the right to terminate this authorization at any time through written notification to the employer services or self-insured departments as appropriate.

Telephone Number Fax Number E-mail Address
Print name and title Employer Signature Date

BWC Authorized Representative Service/Roles

Employer-risk claim representative (ERC) - The ERC is designated as the employer's authorized representative for both risk- and claims-management-related issues. He or she is also the employer's authorized representative on each claim under the employer's policy number. The ERC receives copies of all risk and claim correspondence. The ERC has full access to the employer's risk information and information pertaining to the workers' compensation claims filed against the employer. He or she will also have the authority to access such information on www.bwc.ohio.gov.

BWC will consider the ERC as the authorized representative in handling risk-related issues for an employer if there is no designated group-risk claim representative (GRC). BWC also will consider the ERC as the authorized representative in handling claim-related issues for an employer if there is no designated CLM or GRC.

Risk-management representative (RISK) - The RISK is the employer's designated authorized representative for risk-related issues. He or she represents an employer on risk-related issues only. The RISK receives copies of all risk correspondence. A RISK will have access to only the employer's risk-related information and authority to access that information on www.bwc.ohio.gov.

BWC will consider the RISK as the authorized representative in handling risk-related issues for an employer if there is no designated GRC or ERC. The RISK will have no authority to represent the employer on any matters if either a GRC or ERC is appointed. In addition, the RISK will have access only to the employer's risk-related information and authority to access that information on www.bwc.ohio.gov.

Claims-management representative (CLM) - The CLM is the employer's designated authorized representative on each claim associated with the employer. He or she will



Why CompManagement

Proud to deliver workers' compensation claims management and cost containment strategies to over 25,000 hard working Ohio employers and have the endorsement of more than 160 associations, chambers of commerce, governmental agencies and public sector organizations.

Savings

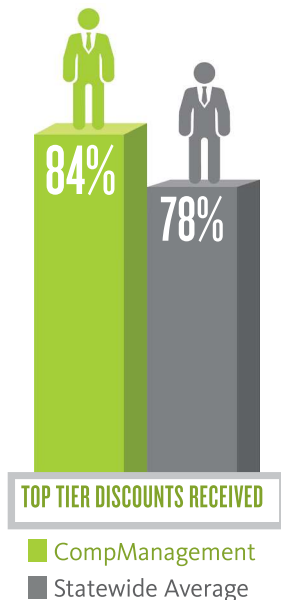
We annually save our clients **\$110 million** in workers' compensation premium paid with our two highest performing savings options being the administration of our Group Rating and Group Retrospective Rating programs.

- Group Rating - programs administered by CompManagement have produced **over \$1.1 billion** in savings over the past ten years.
- Group Retrospective Rating - **over \$234 million** has been earned by participants since implementation in 2009.

We annually **SAVE** our clients **\$110 MILLION** in workers' compensation **PREMIUM PAID**

Top Tier Discounts

When comparing the number of organizations that are receiving a top tier discount ranging between 50 - 53 percent (maximum allowed by the Ohio Bureau of Workers' Compensation (BWC)) **more** clients qualify for group rating discounts between 50-53% with CompManagement than those of any similar large TPAs or the statewide average. Being able to qualify for the top tier discounts means clients are keeping their claim costs low, utilizing recommended return to work strategies for their injured workers as well as taking advantage of effective cost containment strategies - all areas that our experts at



Lower Rates

Understanding your experience modifier is key in reducing your workers' compensation costs. It is an excellent measurement of how your loss prevention and cost control practices stack up against the state average as well as others in the industry.

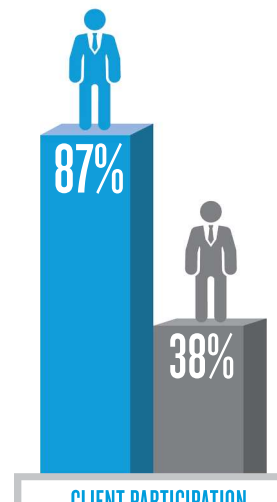
- CompManagement clients average an experience modifier of .62 (38% below base) as opposed to the industry average of 13% below base. This **25 percent** difference has a direct impact on your workers' compensation premium.

Our clients' experience modifier is **38% BELOW BASE** **-3x LOWER** than the **STATE AVERAGE**

Program Enrollment

Nearly 90% of CompManagement's clients are currently participating in at least one of the alternative rating solutions listed below to assist in reducing their annual costs far exceeding the statewide average.

- \$15,000 Medical Only
- 100% EM Cap
- Deductible Program
- Destination Excellence
- Drug Free Safety Program
- Individual Retrospective Rating
- Group Rating
- Group Retrospective Rating
- Grow Ohio
- One Claim Program
- Self Insurance





Why CompManagement

Personalized Service

We have found that by imbedding our colleagues strategically throughout the state, we have established a stronger local presence and model for service excellence. As such we are able to respond quickly to service needs as well as create operational efficiency.

- Five offices in Ohio located in Canton, Cincinnati, Cleveland, Columbus and Toledo with account managers, hearing representatives, claims professionals and other key colleagues in a local office near your organization.
- We retain 96% of clients with active claim volumes due to our service excellence model, cost reduction measures and program consultation.

Aggressive Claims Management

We go beyond simple claims management to provide a consultative approach to strategies that will ensure compliance while improving efficiencies, outcomes and overall results. Our experienced claims team manages over 57,000 active claims each year. We focus on beginning with the end in mind – an optimal return to work - to ensure we set the right expectations throughout the claim's life while always striving to avoid litigation.

Hearing Representation

Our 22 hearing representatives are strategically located throughout the state and have an average of 26 years of Ohio workers' compensation experience. Averaging over 19,000 hearings per year before the Bureau of Workers' Compensation and the Industrial Commission of Ohio, they have an extensive background in preparing for and handling hearings to achieve the best outcomes for our clients.

core regulatory standards as well as on-site training of supervisors at the employer location(s). To keep our clients up-to-date on information from the BWC, provide helpful tips, case law updates and other industry trends, we also produce a quarterly newsletter, CompNotes.

Industry Expertise

Our qualified team of colleagues provide expertise that is unmatched within the industry. The foundation of our staffing model is based upon the experience and wealth of knowledge that our team possesses resulting in the most experienced management team and staff in Ohio.

- Senior Management Team 27 years in industry
- Supervisors 27 years in industry
- Account Managers 24 years in industry
- Hearing Representatives 26 years in industry
- Claims Professionals 15 years in industry

Technology & Reporting

Our technology solution, viaOne, allows you to use a Web browser to view all the detailed information you need related to your claims, as well as hardcopy documents stored by CompManagement. The system is secured from non-authorized users and provides immediate feedback and response. Information available includes: real time access to your claim information that includes reserve amounts and paid to date information from the BWC as well as information regarding hearings, access to documents, images and notes; a watch list of claims being closely monitored; alerts to track claim activity; a catalog of reports and adhoc querying options.

Cost Reduction Strategies

We utilize a combination of techniques employed by our colleagues and specific programs designed to mitigate the primary cost drivers for our clients. Cost containment strategies are extremely important in the claims management process and having



2021 Group Savings Summary

Policy: 31807702

Group ID: 06310

Employer: City Of University Heights

Association: Ohio Association of Public Treasurers

Manual	Base Rate	Annual Payroll	Estimated Individual Rating = -21 %		Estimated Group Discount = -34 %	
			Indiv Rate**	Individual Premium	Group Rate**	Group Premium
9439	12.14	4,500	0.111215	500	0.092892	418
9431	1.94	8,710,470	0.017743	154,553	0.014844	129,298
		8,714,970		Estimated Individual Premium* \$155,051		Estimated Group Premium* \$129,716

Estimated Group Savings	\$25,335
Annual Fee	\$3,110

*The 2021 premium amounts are for the payroll period from 1/01/2021 to 12/31/2021.

**Rates include: BWC administrative costs of 15.9700% of premium, a DWRP rate of 0.00, a DWRP II rate of 0.000 of base rate.

Projections of individual and group rates are estimated using BWC loss information as of the last quarter and the most recent historical payroll information provided by the BWC. Estimates of premium must be projected in advance of the application deadline. Therefore the actual premium will vary from the estimates depending upon group enrollment level, BWC rates, experience calculations, and actual payroll.

ALL PREMIUMS ARE STILL PAYABLE TO THE BUREAU OF WORKERS' COMPENSATION.

ORDINANCE NO. 2020-31

INTRODUCED BY: COUNCILMAN GOULD

AN ORDINANCE ENACTING CODIFIED ORDINANCE SECTION 280.04 ENTITLED “PUBLIC HEARINGS; NOTICE.”

WHEREAS, the University Heights City Beautiful Corporation is a community improvement corporation created to promote the health, safety, and general welfare of its residents, and growth and development of business and industry within the City through engagement in community development activities;

WHEREAS, it is anticipated that the City’s community improvement corporation will participate in the development of real property and improvements thereon located throughout the City;

WHEREAS, in order to promote transparency and highlight the role of the University Heights City Beautiful Corporation in promoting development throughout the City, Council wishes to conduct public hearings and create notice requirements in connection with the transfer of any City-owned real property to the University Heights City Beautiful Corporation;

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF UNIVERSITY HEIGHTS, CUYAHOGA COUNTY, OHIO, that:

Section 1. Codified Ordinance Chapter 280.04 entitled “Public Hearings; Notice” is hereby enacted and shall read in its entirety as follows:

SECTION 280.04 PUBLIC HEARINGS; NOTICE.

Prior to any transfer, conveyance, sale or disposition of any City-owned real property and/or improvements to the University Heights City Beautiful Corporation, the City shall conduct a public hearing to solicit public comment. Notice of such public hearing shall be given as follows: (i) mailed notices shall be given to the record owners of any real property located within 200 feet from the exterior boundaries of the subject City-owned property not less than seven (7) days prior to the date of the public hearing, (ii) mailed notices shall be given to members of City Council not less than seven (7) days prior to the date of the public hearing, and (iii) posted notice to the general public in the manner set forth in City of University Heights Codified Ordinance Section 206.02. The failure to deliver notice as provided in this section shall not invalidate the public hearing or any transfer, conveyance, sale or disposition of property to the University Heights City Beautiful Corporation.

Section 2. That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council that resulted in such formal action occurred in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

CITY OF UNIVERSITY HEIGHTS, OHIO

MICHAEL DYLAN BRENNAN, MAYOR

FIRST READING: _____

PASSED: _____

ATTEST:

KELLY M. THOMAS, CLERK OF COUNCIL

APPROVED AS TO FORM:

LUKE F. MCCONVILLE, LAW DIRECTOR