

**REPORT/ RECOMMENDATION TO THE BOARD OF COMMISSIONERS OF  
ARAPAHOE COUNTY PUBLIC AIRPORT AUTHORITY AND  
RECORD OF ACTION**

**October 8, 2020**

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**FROM:** Gwen C. Balk, Director – Administration

**SUBJECT:** Personnel Committee Recommendations

**RECOMMENDATION:** Motion to approve the Personnel Committee’s recommendations to approve the following:

1. The Group Insurance Renewal for the plan year from 12/1/2020 thru 11/30/2021 and the Premium Contributions (Allowance) Schedule (see attached Exhibit A); and
2. 2021 proposed Personnel Budget for inclusion in the 2020 Budget planning process (see attached Exhibit B).

**BACKGROUND:** **The Personnel Committee will meet at 1:30 p.m. on October 8<sup>th</sup> and is expected to recommend the above listed motion; however, if this recommendation should change in any way, we will report such change at the Board meeting.**

Here is a summary of the attached documents:

The **Group Insurance Renewal** and associated Premium Contributions (Allowance) Schedule (Exhibit A) for the plan year starting 12/1/2020 through 11/30/2021. Group Health includes medical, dental and vision coverage and the Committee recommends the following:

- Keep **Medical** coverage with the Kaiser Permanente KP CO Platinum 0/20 Plan with some minor changes. Premiums will increase by 10.12%.
- Renew and maintain the **Dental** coverage with Delta Dental with the same coverage and premium costs as last year.
- Renew and maintain **Vision** coverage with EyeMed - - no change to coverage or premiums over the previous year and premium level is good through 11/30/2022.
- Renew and maintain the **Life** coverage which includes Basic Life, AD&D and LTD coverage with Lincoln National - - the premiums remain as the previous year.

- Approve the Premium Contributions (Allowance) Schedule which incorporates the costs for the above listed Group Health coverage and shows the Authority (ER) versus the Employee (EE) costs.
- The anticipated premiums for the whole Group Insurance Plan is projected at \$280,000 for 2021. This is a 1.23% decrease over what was budgeted for 2020.

The Committee also recommends that the Board include the **2021 Proposed Personnel Budget** (see Exhibit B) in the 2021 Budget planning process - - this proposed personnel budget totals \$2,763,132 which represents a 7% decrease over the 2020 budgeted amount. We anticipated that by June 2021 we will be staffed at 26 employees which equates to 24 full-time employees (FTEs) and 2 Aviation Management Interns (AMIs).

**FINANCIAL DATA:** As stated above.

**REVIEW BY OTHERS:** Committee Members: Nancy Sharpe, Bob Doubek, and John Seiber  
 Alternate Member: Jeff Baker  
 Staff Advisors: Robert Olislagers and Gwen Balk

**PRESENTERS:** Nancy Sharpe, Chair of the Personnel Committee

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Action of the Board of Commissioners

	1 <sup>st</sup>	2 <sup>nd</sup>	YES	NO	ABS
Bagnato	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Baker	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Doubek	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Holen	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Sharpe	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>