

## RECORD OF RESOLUTIONS

Resolution No. 36-2024

Passed: December 10, 2024

**A RESOLUTION AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND TO ENTER INTO A CONTRACT WITH DIVERSIFIED BENEFIT SERVICES, INC. FOR THE PROVISION OF SERVICES RELATING TO THE ADMINISTRATION OF EMPLOYEE HEALTH REIMBURSEMENT ARRANGEMENTS (HRA) AND HEALTH SAVINGS ACCOUNTS (HSA) BEGINNING JANUARY 1, 2025.**

**WHEREAS**, the City must contract with a third-party for the administration of services relating to the provision of employee Health Reimbursement Arrangements (HRA) and Health Savings Accounts (HSA), and;

**WHEREAS**, the City's human resources specialist and employee health insurance committee have recommended that the City enter into an agreement with Diversified Benefit Services, Inc. for said services, and;

**WHEREAS**, there are no substantive changes to the provision of benefits nor the current plan design regarding HRA and HSA services other than those that are required by the Internal Revenue Service, and;

**WHEREAS**, it is the desire of the City Council to authorize the City Manager to negotiate and to enter into a business associate agreement, HRA service agreement, and HSA service agreement with Diversified Benefit Services, Inc. for the services mentioned above.

**NOW, THEREFORE, BE IS RESOLVED BY THE COUNCIL OF THE CITY OF WEST CARROLLTON, OHIO, THAT:**

**Section 1:** The City Manager is hereby authorized to negotiate and to execute a business associate agreement, HRA service agreement, and HSA service agreement with Diversified Benefit Services, Inc. for the provision of services relating to employee HRAs and HSAs beginning with the first payroll of 2025 and to take all actions necessary to complete the transition.

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

**Section 3:** This resolution shall be in full force and effect from and after its date of passage.

Passed: December 10, 2024

Attest: Gray Moore  
Clerk of Council

Rick Baubert  
Mayor

Effective Date: December 10, 2024