



Board of Trustees Regular Meeting Agenda
September 17, 2024 at 5:30 PM
Town Hall - 621 27th Street Road, Garden City, CO 80631

The Board will consider and may act on the following items:

1. **Call to Order**
2. **Roll Call**
3. **Consent Agenda**
 - [a.](#) Approve Minutes from September 3, 2024 Regular Meeting
 - [b.](#) Approve Minutes from September 10, 2024 Special Meeting
 - [c.](#) Approve Treasurer's Report from August 2024
 - [d.](#) Approve Bills Paid
 - [e.](#) Approve Bills to be Paid
 - [f.](#) Approve J&T Consulting invoice in the amount of \$21,762.15
4. **Public Not on the Agenda Invited to be Heard**
5. **Consider attendance to the Weld County Town and County Dinner on Wednesday, October 30, 2024**
 - [a.](#) Invitation
6. **Discuss plans for Community Gardens**
7. **Approve transfer from ColoTrust to First Farm Bank Operating Account in the amount of \$200,000.00**
8. **Consider 2025 health insurance plans**
 - [a.](#) Options
9. **CIRSA Insurance Quotes for 2025**
 - [a.](#) Approve 2025 Property/Casualty Preliminary Contribution Quotation from CIRSA
 - [b.](#) Approve 2025 Workers' Compensation Preliminary Contribution Quotation
10. **Approve increase in monthly health stipend to \$800.00 for full-time employees starting January 1, 2025**
11. **Approve increase in holiday pay to 10 hours per holiday for all full-time employees who are regularly scheduled to work a 10 hour day starting January 1, 2025**
12. **Staff Reports**
 - a. Town Administrator
 - b. Police Chief
 - c. Public Works Director
 - d. Town Attorney
13. **Other Board Issues**
14. **Announcements**

- a. Budget Session for all non-police departments, September 24, 2024 at 5:30pm. Dinner will be provided.
- b. CML District 2 Meeting is September 18, 2024 at 5PM at the Center for Creativity, 200 Mathews St. Fort Collins

15. Adjourn



Board of Trustees Regular Meeting Minutes
September 03, 2024 at 5:30 PM
Town Hall - 621 27th Street Road, Garden City, CO 80631

Mayor Fil Archuleta and trustees Tim Costello, Alex Lopez, Leigh Sorensen, Katherine Rodriguez, Sam Parsons, and Gary Sorensen were present. Staff present: Town Administrator Cheryl Campbell, Deputy Clerk Lindsay Shoemaker, Public Works Director Brett Bloom and Town Attorney Amy C. Penfold. Mckenzie Gregg from the White Horse was present.

The Board will consider and may act on the following items:

1. **Call to Order**
2. **Roll Call**
3. **Consent Agenda**
 - a. Approve Minutes from August 20, 2024 Regular Meeting
 - b. Approve Bills Paid
 - c. Approve Bills to be Paid
 - d. Approve Schneider Paving invoice for pavement in the amount of \$492,536.95 including 5% retention to be paid 30 days after publishing
 - e. Approve Schneider Paving invoice for concrete work in the amount of \$64,765.00 including 5% retention to be paid 30 days after publishing
 - f. Approve Greeley Furnace Co invoice in the amount of \$8,009.00 each

Motion made to approve the Consent Agenda items a. - f. by Trustee Lopez, Seconded by Trustee Rodriguez.

Voting Yea: Mayor Archuleta, Trustee Lopez, Trustee Sorensen, Trustee Sorensen, Trustee Rodriguez, Trustee Parsons

Motion carried.

4. Public Not on the Agenda Invited to be Heard

None.

5. White Horse Inn Report of Changes Application

Mackenzie Grey addressed the Board.

Motion made to approve the White Horse Inn Permit Application and Report of Changes, Change of Registered Manager by Trustee Lopez, Seconded by Trustee Parsons.

Voting Yea: Mayor Archuleta, Trustee Lopez, Trustee Sorensen, Trustee Sorensen, Trustee Rodriguez, Trustee Parsons

6 Aye. 0 Nay. Motion carried.

- a. White Horse Application

6. Consider 9th Avenue Apartment Water Rebate Program Application

The Board discussed the history of the Apartments and what has been done in the past. They decided to maintain what the rules state on the application. Rule #2: Multi-Family units may qualify for one rebate unless there are multiple owner.

Motion made to maintain the rules in the water rebate program application as stated in Rule #2 by Trustee Lopez, Seconded by Trustee Rodriguez.

Voting Yea: Mayor Archuleta, Trustee Lopez, Trustee Sorensen, Trustee Sorensen, Trustee Rodriguez, Trustee Parsons

6 Aye. 0 Nay. Motion carried.

- a. 9th Avenue Application

7. Consider donation to Weld County Bears Pop Warner Non-Profit Organization

Motion made to approve the donation to Weld County Bears Pop Warner Non-Profit Organization in the amount of \$250.00 by Trustee Leigh Sorensen, Seconded by Trustee Rodriguez.

Voting Yea: Mayor Archuleta, Trustee Lopez, Trustee Sorensen, Trustee Sorensen, Trustee Rodriguez, Trustee Parsons

6 Aye. 0 Nay. Motion carried.

- a. Donation form

8. Consider attendance to the CML District 2 Fall Meeting on Wednesday, September 18, 2024

The Mayor RSVP'd for himself and Lonelle Archuleta.

Motion made to approve attendance to the CML District 2 Fall Meeting on Wednesday, September 18, 2024 for two at the cost of \$60.00 by Trustee Leigh Sorensen, Seconded by Trustee Rodriguez.

Voting Yea: Mayor Archuleta, Trustee Lopez, Trustee Sorensen, Trustee Sorensen, Trustee Rodriguez, Trustee Parsons

6 Aye. 0 Nay. Motion carried.

- a. CML Invitation

9. Consider Engineering Proposal

Motion made to approve the EPS Group Northern Engineering proposal by Trustee Parsons, Seconded by Trustee Leigh Sorensen.

Voting Yea: Mayor Archuleta, Trustee Lopez, Trustee Sorensen, Trustee Sorensen, Trustee Rodriguez, Trustee Parsons

6 Aye. 0 Nay. Motion carried.

- a. Baseline Engineering Proposal
- b. EPS Group Inc proposal

10. Christmas Party decisions

Motion made to approve Austin's at 6:00pm on December 6th, by Trustee Parsons, Seconded by Trustee Rodriguez.

Voting Yea: Mayor Archuleta, Trustee Lopez, Trustee Sorensen, Trustee Sorensen, Trustee Rodriguez, Trustee Parsons

6 Aye. 0 Nay. Motion carried.

11. Staff Reports

- a. Town Administrator

Cheryl advised the Board Packets will now be online for the Board to see. The Memo's will still be emailed to them in a separate email. The winner of the TV from Bootleggin' Days donated it back to the Town. Since Starbuds donated the funds for the door prizes, she will ask them how they want to proceed.

b. Police Chief

The Police Chief was absent.

c. Public Works Director

Paving is finished. There are some areas that are going to be patched soon. Brett is communicating with Paradise Landscaping to redo the Community Gardens plans. Bootleggin' was great.

d. Town Attorney

Ms. Penfold advised the Board of a Senate bill that will prohibit all gun carry in government buildings. She is doing more research before the Board makes a decision on whether to opt out or not.

12. Other Board Issues

Trustee Lopez advised maybe having a "dry cut" booth next year for Bootleggin' Days. A Republic Services trash truck left a mess of garbage in the road this week. Brett has talked to them and will talk to the owner of the apartment building as well. Officer Hewell found the property manager for the home on 27th Street that had the eviction two weeks ago and that property has been cleaned up.

13. Announcements

- a. The Police Department budget session is September 10th at 5:30pm. Dinner will be provided.
- b. The Administration budget session is September 24th at 5:30pm. Dinner will be provided.

14. Adjourn

Since there was no further business, Sam Parsons moved, and Katherine Rodriguez seconded to adjourn the meeting.

Mayor Fil Archuleta adjourned the meeting at 6:40pm.

6 Aye. 0 Nay. Motion carried.



Board of Trustees Special Meeting Minutes
September 10, 2024 at 5:00 PM
Town Hall - 621 27th Street Road, Garden City, CO 80631

Mayor Fil Archuleta and trustees Alex Lopez, Leigh Sorensen, Katherine Rodriguez, Sam Parsons, and Gary Sorensen were present. Staff present: Town Administrator Cheryl Campbell, Police Chief Jeremy Black and Deputy Clerk Lindsay Shoemaker. Chistina Mendoza from El Patrons Niteclub was present.

The Board will consider and may act on the following items:

1. **Call to Order**
2. **Roll Call**
3. **Public Not on the Agenda Invited to be Heard**
4. **Approve Christine Mendoza DBA El Patrons Niteclub Tavern with Live Entertainment Liquor License Renewal Application**

Christina Mendoza addressed the Board. They have not opened yet, they want to make sure everything is perfect. They are maintaining the liquor license until they are set to open. Once that happens, inspections will be required to open the establishment.

Motion made to approve Christine Mendoza DBA El Patrons Niteclub Tavern with Live Entertainment Liquor Renewal Application by Trustee Lopez, Seconded by Trustee Rodriguez. Voting Yea: Mayor Archuleta, Trustee Lopez, Trustee Sorensen, Trustee Sorensen, Trustee Rodriguez, Trustee Parsons

- a. Application

5. Other Board Issues

Administrator Cheryl Campbell advised the Board that she would like to transfer \$200,000.00 from ColoTrust into the checking account to be able to pay for the Street Rehabilitation Project. Sale Tax has been down, but with the increase going into effect, the Town should recover the money by December, to be transferred back to ColoTrust. The Board gave their approval and the official item will be voted on at the next Regular Meeting.

6. Adjourn

Motion made to adjourn the meeting by Trustee Parsons, Seconded by Trustee Rodriguez. Voting Yea: Mayor Archuleta, Trustee Lopez, Trustee Sorensen, Trustee Sorensen, Trustee Rodriguez, Trustee Parsons

6 Aye 0 Nay. Motion carried.

Mayor Fil Archuleta adjourned the meeting at 5:08pm.

Expenditures

Fil Archuleta - Mayor	\$	1,237.49
Tim Costello - Trustee	\$	318.06
Gary Sorensen - Trustee	\$	637.91
Alex Lopez - Trustee	\$	599.65
Leigh Sorensen - Trustee	\$	545.54
Sam Parsons - Trustee	\$	359.17
Katrheine Rodriguez - Trustee	\$	620.05
Ace Hardware - PWs sppls	\$	38.01
Adamson Police Products - PD Uniform	\$	79.20
Adams County Sheriffs Office - Academy for McGarry	\$	1,500.00
ADP - PR processing fee	\$	269.61
AFLAC - employee paid benefit	\$	279.00
Aim High Equipment Rental - Balance due on skidsteer	\$	372.75
AJ's Backflow Testing LLC - System testing	\$	450.00
Aloha Apparel - PD polos	\$	119.00
Alyssa Hewell - Police Officer	\$	6,645.27
Amazon Business - Office/PD/Event Supplies	\$	1,326.92
Anderson & Whitney - 2023 Audit	\$	11,415.00
Anthony R Jones - Bootleggin' Security	\$	5,300.00
Ashley Perez - Police Officer	\$	6,122.22
Atmos Energy - Natural Gas	\$	67.27
Award Alliance - Name tag and Bootleggin' Car Show trophies	\$	210.00
AWP, Inc - Traffic Cones	\$	129.10
Behrtec - IT services	\$	2,428.75
Bratton's Office Equipment - Printer R & M	\$	322.44
Brett Bloom - Public Works	\$	8,204.61
Brian Jansen - Police Technician	\$	5,613.32
Brian Spencer - DJ for NNO	\$	300.00
Card Services - First Farm Credit Cards	\$	2,997.69
Cheryl Campbell - Town Administrator	\$	11,107.25
CINTAS - Floor Mats & Janitorial Sppls	\$	105.55
City of Greeley - Water	\$	864.09
CivicPlus - Annual code publishing including hard copies	\$	1,193.30
Colorado Department of Revenue - PR WH	\$	5,170.28
Colorado Department of Labor - UI	\$	9,520.00
Comcast Internet and Phones	\$	414.31
Craig Lucero (Stuble Monkey) - Bootleggin' Band	\$	1,000.00
Dell - PD computer monitor	\$	384.99
Earth Green Fence - Fence at Community Gardens	\$	18,154.30
Enviropest - Qtly Pest Control	\$	113.00
Fidelity HSA - Employee halth savings contributions	\$	102.09
FPPA - Police Department Retirement	\$	7,538.04
Global Payments - Credit Card Fees	\$	810.75
Globe Life - Employee Benefits	\$	1,319.00
Grease Monkey - PD Vehicle R & M	\$	106.22

Greeley Furnace Company - AC replacement	\$	16,018.00
Heidi's White Glove - Building cleaning	\$	995.00
Helena Agri-Enterprises - Chemicals	\$	50.50
ICMA-RC - Mission Square employee retirement contributions	\$	6,749.81
Interprenet - Translation services	\$	46.22
Jay Billings - Police Officer - PT	\$	1,140.68
Jeff Nichols - Strange Brew Band for Bootleggin' Days	\$	800.00
Jeremy Black - Police Chief	\$	9,452.49
Jerry Maltos Poquito Maz Band for Bootleggin' Days	\$	1,000.00
Jill Schmitz - Admin Assistant	\$	3,985.20
Jim Morris - Wild Nights Band for Bootleggin' Days	\$	1,000.00
Joseph Bodine - Muni Court Prosecutor	\$	2,625.00
Ken Amick - Police Sgt	\$	7,528.36
Kenneth R. Roney - Wage assignment	\$	100.00
Law Office of Amy Penfold - Legal	\$	3,171.00
Lindsay Shoemaker - Deputy Clerk	\$	6,807.88
Mark McGarry - Police Officer	\$	4,148.13
M&O Tires - PW Vehicle R & M 2022	\$	1,102.20
MetLife - Employee and Trustee Benefits	\$	1,409.09
Michael Stewart - Judge	\$	600.00
New Jersey Family Support - Wage assignment	\$	168.47
Nicholas Rothe - PT Parks/PWs	\$	1,792.79
Olsson - Flashing crosswalk signal R & M	\$	1,500.00
Petty Cash for Bootleggin' cash drawer (redeposited unused)	\$	6,500.00
ProSec - PD alarm monitoring	\$	279.00
PSHCG - Medical Insurance Premium	\$	4,054.48
Quality Well & Pump - Well pump R&M	\$	5,110.07
QuikTrip - Fuel	\$	1,292.99
Sam's Club - Fringe, cleaning supplies,event supplies	\$	2,416.05
Scott's Automotive - PD Veh R & M	\$	2,200.91
Sendas Communications - Muni Court Interpreter	\$	151.25
SSS Productions - Stage and sound engineers for Bootleggin' Days	\$	5,625.00
Tommy Lamb - PT Police Officer	\$	67.05
US Treasury - PR Taxes	\$	16,694.01
Vector Disease Control - Mosquito Spraying	\$	1,132.00
Verizon Wireless - PD Cell Service/Air cards/GPS (2 months)	\$	1,338.62
Wash Me Car Washes - PD Vehicle R&M	\$	32.50
Waste Management - Trash Service	\$	206.61
Weld County Sheriff - Jail services	\$	327.18
Weld County Treasurer - Treasurer's Fee	\$	6.54
Xcel Energy - Electic Service/Street Lights	\$	2,236.55
	\$	238,272.83

Revenues

Property Tax - \$653.38 minus prior year abatement of 17.96	\$ 635.42
Prior Year Property Tax	\$ -
Specific Ownership	\$ 247.41
Local Sales Tax	\$ 199,195.77
Gas Franchise Tax	\$ -
Comcast Cable TV Franchise Fee	\$ 476.62
Liquor License	\$ 103.75
Business License	\$ 325.00
Security Guard License	\$ 75.00
Building Permit	\$ 139.25
Dog License	\$ -
Cigarette Tax	\$ -
Motor Vehicle Registration	\$ 134.86
Motor Vehicle Registration Sales Tax	\$ 430.22
Highway Users Tax	\$ 819.17
Weld County Road and Bridge	\$ -
Copies/Records Request Fees	\$ 10.00
Municipal Court Fines	\$ 16,515.00
District Court Fines	\$ 24.01
Restitution Payable	\$ 40.00
Community Center Rental	\$ 475.00
Interest from Stifel Investment Account - Jul/Aug 2024	\$ 32,098.41
Interest from ColoTrust - Jul/Aug 2024	\$ 35,815.54
Interest from Weld County - 18.22 minus prior year abatement of 3.23	\$ 14.99
Mineral and Severance Tax	\$ 11,879.86
Extraction Oil & Gas Royalties	\$ 12,581.53
Bank Fees refund	\$ 2.00
Donation for Bootleggin' Days	\$ 1,500.00
Redeposit unused petty cash from Bootleggin'	\$ 980.00
Redeposit misdirected HSA contributions for Hewell	\$ -
PD Grant Payments for CIOT	\$ -
CIRSA Insurance Claim Pmt in 2023 - Refund of prem overpmy 2024	\$ 771.35
Metal Sales 2024	\$ 70.00
Over/Short Cash - (cash register)	\$ -
	\$ 315,360.16

Fund Balances

Checking	\$ 373,530.49
Petty Cash	\$ 100.00
Cash Drawer for Court Cashier	\$ 200.00
PDI	\$ 500.00
Investment	\$ 4,201,732.61

ColoTrust	\$ 3,923,953.59
<hr/>	
	\$ 8,500,016.69

2023-2024 COMPARISON**2023****2024****2024 % of 2023**Expenditures

January	\$ 206,935.57	\$ 173,948.83	84.06%
February	\$ 173,929.74	\$ 242,583.32	139.47%
March	\$ 137,150.79	\$ 124,681.05	90.91%
April	\$ 120,679.62	\$ 186,602.73	154.63%
May	\$ 123,156.19	\$ 146,696.39	119.11%
June	\$ 159,368.01	\$ 151,274.74	94.92%
July	\$ 442,572.08	\$ 149,745.71	33.84%
August	\$ 293,778.70	\$ 238,272.83	81.11%
September			
October			
November			
December			
Year to Date	\$ 1,657,570.70	\$ 1,413,805.60	85.29%

Revenues

January	\$ 231,671.84	\$ 278,201.45	120.08%
February	\$ 263,583.48	\$ 274,143.49	104.01%
March	\$ 250,382.11	\$ 247,154.90	98.71%
April	\$ 244,540.16	\$ 289,255.93	118.29%
May	\$ 261,692.70	\$ 250,877.58	95.87%
June	\$ 256,977.06	\$ 270,100.48	105.11%
July	\$ 252,399.63	\$ 243,854.73	96.61%
August	\$ 283,254.88	\$ 315,360.16	111.33%
September			
October			
November			
December			
Year to Date	\$ 2,044,501.86	\$ 2,168,948.72	106.09%

Net Revenue	\$ 386,931.16	\$ 755,143.12	
-------------	---------------	---------------	--

Expenditures	2023	2024	2024 % of 2023
Fil Archuleta - Mayor	\$ 526.39	\$ 1,237.49	235.09%
Tim Costello - Trustee	\$ 263.76	\$ 318.06	120.59%
Gary Sorensen - Trustee	\$ 269.17	\$ 637.91	236.99%
Alex Lopez - Trustee	\$ 233.82	\$ 599.65	256.46%
Leigh Sorensen - Trustee	\$ 269.15	\$ 545.54	202.69%
Sam Parsons - Trustee	\$ 242.34	\$ 359.17	148.21%
Katrheine Rodriguez - Trustee	\$ 260.80	\$ 620.05	237.75%
2Bros Construction - Carport R & M 2023	\$ 65.00	\$ -	0.00%
Ace Hardware - PWs sppls	\$ 54.14	\$ 38.01	70.21%
Adamson Police Products - PD Uniform	\$ 1,393.00	\$ 79.20	5.69%
Adams County Sheriffs Office - Academy for McGarry	\$ -	\$ 1,500.00	
Adobe Inc - Corporate Account 2023	\$ 1,883.52	\$ -	0.00%
ADP - PR processing fee	\$ -	\$ 269.61	
Agfinity - Fuel 2023	\$ 1,188.92	\$ -	0.00%
AFLAC - employee paid benefit	\$ 279.00	\$ 279.00	100.00%
Aim High Equipment Rental - Balance due on skidsteer	\$ -	\$ 372.75	
AJ's Backflow Testing LLC - System testing	\$ -	\$ 450.00	
Aloha Apparel - PD polos	\$ 375.00	\$ 119.00	31.73%
Alyssa Hewell - Police Officer	\$ 3,667.80	\$ 6,645.27	181.18%
Amazon Business - Office/PD/Event Supplies	\$ 1,956.83	\$ 1,326.92	67.81%
Anderson & Whitney - 2023 Audit	\$ -	\$ 11,415.00	
Andrew Brown - Police Officer 2023	\$ 4,997.22	\$ -	0.00%
Anthony R Jones - Bootleggin' Security	\$ 4,000.00	\$ 5,300.00	132.50%
Ashley Perez - Police Officer	\$ 3,800.51	\$ 6,122.22	161.09%
Atmos Energy - Natural Gas	\$ 61.26	\$ 67.27	109.81%
At Your Service Electric - New light in store room at CC 2023	\$ 1,046.01	\$ -	0.00%
Award Alliance - Name tag and Bootleggin' Car Show trophies	\$ 250.50	\$ 210.00	83.83%
AWP, Inc - Traffic Cones	\$ -	\$ 129.10	
Auto Glass Ninja - Vehicle R & M 2023	\$ 300.00	\$ -	0.00%
Automated Business Products - Printer Maintenance Agmt 2023	\$ 39.18	\$ -	0.00%
Behrtec - IT services	\$ -	\$ 2,428.75	
Ben Pu Music - Bootleggin' Band 2023	\$ 1,000.00	\$ -	0.00%
Bodenstedt Enterprises LLC - Kids train for Bootleggin' 2023	\$ 1,375.00	\$ -	0.00%
Bratton's Office Equipment - Printer R & M	\$ 375.18	\$ 322.44	85.94%
Brett Bloom - Public Works	\$ 5,401.04	\$ 8,204.61	151.91%
Brian Jansen - Police Technician	\$ -	\$ 5,613.32	
Brian Spencer - DJ for NNO	\$ -	\$ 300.00	
Card Services - First Farm Credit Cards	\$ -	\$ 2,997.69	
Cheryl Campbell - Town Administrator	\$ 6,743.96	\$ 11,107.25	164.70%
CINTAS - Floor Mats & Janitorial Sppls	\$ 1,942.52	\$ 105.55	5.43%
City of Greeley - Water	\$ 647.33	\$ 864.09	133.49%
City of Greeley Drug Task Force and VA Services 2023	\$ 3,500.00	\$ -	0.00%
CivicPlus - Annual code publishing including hard copies	\$ -	\$ 1,193.30	
CMCA - Conference tuition for Cheryl 2023	\$ 725.00	\$ -	0.00%
Colorado Department of Revenue - PR WH	\$ 2,347.00	\$ 5,170.28	220.29%
Colorado Department of Labor - UI	\$ -	\$ 9,520.00	
Colorado Allstars (Melanie Martinez) - Bootleggin' Band 2023	\$ 1,800.00	\$ -	0.00%
Comcast Internet and Phones	\$ 397.69	\$ 414.31	104.18%
Craig Lucero (Stuble Monkey) - Bootleggin' Band	\$ 1,000.00	\$ 1,000.00	100.00%
C U of CO - Software, meals, telephones, Bootleggin' Days, NNO 2023	\$ 2,454.62	\$ -	0.00%
DES - Storm Drain Cleaning 2023	\$ 12,622.70	\$ -	0.00%
Danielle Crawford - Court Clerk 2023	\$ 3,697.31	\$ -	0.00%
Dell - PD computer monitor	\$ 6,484.69	\$ 384.99	5.94%
Earth Green Fence - Fence at Community Gardens	\$ -	\$ 18,154.30	

Enviropest - Qtly Pest Control	\$	113.00	\$	113.00	100.00%
Eric Goldman Band - Bootleggin' Band 2023	\$	850.00	\$	-	0.00%
Fidelity HSA - Employee health savings contributions	\$	299.04	\$	102.09	34.14%
First Class Security - Camera R & M at CC 2023	\$	150.00	\$	-	0.00%
FPPA - Police Department Retirement	\$	7,698.26	\$	7,538.04	97.92%
Global Payments - Credit Card Fees	\$	268.10	\$	810.75	302.41%
Globe Life - Employee Benefits	\$	1,325.00	\$	1,319.00	99.55%
Grease Monkey - PD Vehicle R & M	\$	106.02	\$	106.22	100.19%
Greeley Furnace Company - AC replacement	\$	-	\$	16,018.00	
Heidi's White Glove - Building cleaning	\$	890.00	\$	995.00	111.80%
Helena Agri-Enterprises - Chemicals	\$	-	\$	50.50	
Home Depot - PW and Parks Supplies 2023	\$	157.57	\$	-	0.00%
ICMA-RC - Mission Square employee retirement contributions	\$	5,184.94	\$	6,749.81	130.18%
Interprenet - Translation services	\$	-	\$	46.22	
IT/IS Trusted Network Services - IT Service Contract 2023	\$	375.00	\$	-	0.00%
J & T Consulting Inc - 2024 Street Rehab Budget Prep 2023	\$	2,822.80	\$	-	0.00%
Jay Billings - Police Officer - PT	\$	808.15	\$	1,140.68	141.15%
Jeff Nichols - Strange Brew Band for Bootleggin' Days	\$	-	\$	800.00	
Jeremy Black - Police Chief	\$	5,717.73	\$	9,452.49	165.32%
Jerry Maltos Poquito Maz Band for Bootleggin' Days	\$	-	\$	1,000.00	
Jill Schmitz - Admin Assistant	\$	-	\$	3,985.20	
Jim Morris - Wild Nights Band for Bootleggin' Days	\$	-	\$	1,000.00	
Joseph Bodine - Muni Court Prosecutor	\$	2,537.50	\$	2,625.00	103.45%
Journey PR Service Fees 2023	\$	263.00	\$	-	0.00%
Ken Amick - Police Sgt	\$	5,708.10	\$	7,528.36	131.89%
Ken Garff - 2023 Ford Explorers and F150 2023	\$	134,346.00	\$	-	0.00%
Kenneth R. Roney - Wage assignment	\$	-	\$	100.00	
LaSalle Oil Co - Fuel 2023	\$	269.79	\$	-	0.00%
Lamar Advertising Co - Bootleggin' Billboard 2023	\$	500.00	\$	-	0.00%
Law Office of Amy Penfold - Legal	\$	-	\$	3,171.00	
Lindsay Shoemaker - Deputy Clerk	\$	3,297.25	\$	6,807.88	206.47%
Mark McGarry - Police Officer	\$	-	\$	4,148.13	
M&O Tires - PW Vehicle R & M 2022	\$	-	\$	1,102.20	
Masterpiece Designs - CJK Memory case for Comm Center 2023	\$	946.00	\$	-	0.00%
Merry Makers - Face Painter for Bootleggin' 2023	\$	815.00	\$	-	0.00%
MetLife - Employee and Trustee Benefits	\$	1,345.27	\$	1,409.09	104.74%
Michael Stewart - Judge	\$	600.00	\$	600.00	100.00%
Minuteman Press - Signs for road const affected businesses 2023	\$	668.60	\$	-	0.00%
National Pen Co, LLC - Pens for PR 2023	\$	169.94	\$	-	0.00%
New Jersey Family Support - Wage assignment	\$	-	\$	168.47	
Nicholas Rothe - PT Parks/PWs	\$	623.85	\$	1,792.79	287.38%
Olsson - Flashing crosswalk signal R & M	\$	-	\$	1,500.00	
O-Reilly Auto Parts - PD Vehicle R & M 2023	\$	45.04	\$	-	0.00%
Petty Cash for Bootleggin' cash drawer (redeposited unused)	\$	6,500.00	\$	6,500.00	100.00%
Pirate Radio - Bootleggin' Advertising 2023	\$	300.00	\$	-	0.00%
Prairie Mtn Media - Legal Publishing 2023	\$	23.76	\$	-	0.00%
ProSec - PD alarm monitoring	\$	279.00	\$	279.00	100.00%
PSHCG - Medical Insurance Premium	\$	5,270.50	\$	4,054.48	76.93%
Quality Well & Pump - Well pump R&M	\$	-	\$	5,110.07	
QuikTrip - Fuel	\$	-	\$	1,292.99	
Ruth Walter - Bootleggin' Quilt 2023	\$	144.00	\$	-	0.00%
Sam's Club - Fringe, cleaning supplies,event supplies	\$	2,134.08		2416.05	113.21%
Scott's Automotive - PD Veh R & M	\$	-		2200.91	
Sendas Communications - Muni Court Interpreter	\$	110.00		151.25	137.50%
SSS Productions - Stage and sound engineers for Bootleggin' Days	\$	5,250.00		5625	107.14%
Tommy Lamb - PT Police Officer	\$	-		67.05	

US Treasury - PR Taxes	\$	11,503.79	\$	16,694.01	145.12%
Vector Disease Control - Mosquito Spraying	\$	825.00	\$	1,132.00	137.21%
Verizon Wireless - PD Cell Service/Air cards/GPS (2 months)	\$	676.73	\$	1,338.62	197.81%
Wash Me Car Washes - PD Vehicle R&M	\$	48.00	\$	32.50	67.71%
Waste Management - Trash Service	\$	167.95	\$	206.61	123.02%
Weld County Sheriff - Jail services	\$	75.66	\$	327.18	432.43%
Weld County Treasurer - Treasurer's Fee	\$	8.44	\$	6.54	77.49%
Xcel Energy - Electric Service/Street Lights	\$	1,623.48	\$	2,236.55	137.76%
	\$	293,778.70	\$	238,272.83	81.11%

Revenues	2023	2024	2024 %of 2023
Property Tax - \$653.38 minus prior year abatemet of 17.96	\$ 816.95	\$ 635.42	77.78%
Prior Year Property Tax	\$ -	\$ -	
Specific Ownership	\$ 270.38	\$ 247.41	91.50%
Local Sales Tax	\$ 202,861.15	\$ 199,195.77	98.19%
Gas Franchise Tax	\$ -	\$ -	
Comcast Cable TV Franchise Fee	\$ 501.64	\$ 476.62	95.01%
Liquor License	\$ -	\$ 103.75	
Business License	\$ 100.00	\$ 325.00	325.00%
Security Guard License	\$ -	\$ 75.00	
Building Permit	\$ 311.25	\$ 139.25	44.74%
Dog License	\$ -	\$ -	
Cigarette Tax	\$ 183.01	\$ -	0.00%
Motor Vehicle Registration	\$ 114.56	\$ 134.86	117.72%
Motor Vehicle Registration Sales Tax	\$ -	\$ 430.22	
Highway Users Tax	\$ 988.07	\$ 819.17	82.91%
Weld County Road and Bridge	\$ 1,036.00	\$ -	0.00%
Copies/Records Request Fees	\$ 127.50	\$ 10.00	7.84%
Municipal Court Fines	\$ 8,095.00	\$ 16,515.00	204.01%
District Court Fines	\$ 4.40	\$ 24.01	545.68%
Restitution Payable	\$ -	\$ 40.00	
Community Center Rental	\$ 250.00	\$ 475.00	190.00%
Interest from Stifel Investment Account - Jul/Aug 2024	\$ 14,294.27	\$ 32,098.41	224.55%
Interest from ColoTrust - Jul/Aug 2024	\$ 14,259.27	\$ 35,815.54	251.17%
Interest from Weld County - 18.22 minus prior year abatement of 3.23	\$ 27.18	\$ 14.99	55.15%
Mineral and Severance Tax	\$ 19,751.41	\$ 11,879.86	60.15%
Extraction Oil & Gas Royalties	\$ 239.51	\$ 12,581.53	5253.03%
Bank Fees refund	\$ -	\$ 2.00	
Donation for Bootleggin' Days	\$ -	\$ 1,500.00	
Redeposit unused petty cash from Bootleggin'	\$ 2,478.00	\$ 980.00	39.55%
Redeposit misdirected HSA contributions for Hewell	\$ 167.84	\$ -	0.00%
PD Grant Payments for CIOT	\$ 2,285.19	\$ -	0.00%
CIRSA Insurance Claim Pmt in 2023 - Refund of prem overpmy 2024	\$ 14,065.30	\$ 771.35	5.48%
Metal Sales 2024	\$ -	\$ 70.00	
Over/Short Cash - (cash register)	\$ 27.00	\$ -	0.00%
	\$ 283,254.88	\$ 315,360.16	111.33%

Fund Balances	2023	2024
Checking	\$ 400,020.68	\$ 373,530.49
Petty Cash	\$ 100.00	\$ 100.00
Cash Drawer for Court Cashier	\$ 100.00	\$ 200.00
PDI	\$ 500.00	\$ 500.00
Investment	\$ 4,031,004.26	\$ 4,201,732.61
ColoTrust	\$ 3,087,977.81	\$ 3,923,953.59
	\$ 7,519,702.75	\$ 8,500,016.69

Town of Garden City - QB2022

Section 3, Item d.

Bills Paid

September 3, 2024

ACCOUNT	DATE	NUM	VENDOR	AMOUNT
1020 Cash in Checking				
1020 Cash in Checking	09/03/2024	23424	Triple S Party Rental	-\$3,877.28
1020 Cash in Checking	09/03/2024	23425	Primary Arms, LLC	-\$477.38
1020 Cash in Checking	09/03/2024	23426	Amy C. Penfold	-\$3,108.00
1020 Cash in Checking	09/03/2024	23427	AWP, Inc.	-\$1,366.00
1020 Cash in Checking	09/03/2024	23428	Bilrite Sign Service Inc	-\$75.00
1020 Cash in Checking	09/03/2024	23429	Cintas	-\$196.42
1020 Cash in Checking	09/03/2024	23430	Kenneth R Roney	-\$50.00
1020 Cash in Checking	09/03/2024	23431	Mailey Trujillo	-\$356.25
1020 Cash in Checking	09/03/2024	23432	Michael Stewart	-\$600.00
1020 Cash in Checking	09/03/2024	23433	My Fleet Center	-\$207.79
1020 Cash in Checking	09/03/2024	23434	Sendas Communications LLC	-\$110.00
Total for 1020 Cash in Checking				-\$10,424.12
				-\$10,424.12

Town of Garden City - QB2022

Section 3, Item e.

Bills to be Paid September 4-11, 2024

ACCOUNT	DATE	NUM	VENDOR	AMOUNT
1020 Cash in Checking				
1020 Cash in Checking	09/10/2024	23441	KFKA	-\$750.00
1020 Cash in Checking	09/10/2024	23443	Vector Disease Control	-\$1,132.00
1020 Cash in Checking	09/10/2024	23438	Interprenet	-\$84.67
1020 Cash in Checking	09/10/2024	23439	J & T Consulting Inc	-\$21,762.15
1020 Cash in Checking	09/10/2024	23444	Verizon Connect	-\$127.60
1020 Cash in Checking	09/10/2024	23435	Atmos Energy	-\$63.54
1020 Cash in Checking	09/10/2024	23445	Waste Management	-\$205.42
1020 Cash in Checking	09/10/2024	23436	Enviropest	-\$113.00
1020 Cash in Checking	09/10/2024	23437	Home Depot Credit Services	-\$274.30
1020 Cash in Checking	09/10/2024	23440	Jade Schmitz	-\$550.00
1020 Cash in Checking	09/10/2024	23442	O'Reilly Auto Enterprises, LLC	-\$253.50
1020 Cash in Checking	09/11/2024	23446	Filbert Archuleta	-\$618.74
Total for 1020 Cash in Checking				-\$25,934.92
				-\$25,934.92



J&T Consulting, Inc.
 305 Denver Avenue - Suite D
 Fort Lupton, CO 80631
 303-857-6222

Invoice #: 3026

Bill to:

Town of Garden City
 Attn: Cheryl Campbell, Administrator
 621 27th Street Road
 Garden City, CO 80631

Invoice Date: 9/3/2023
 Date Due: 10/3/2023

Project: 2024 Streets Rehab Construction Project

JT Project # 23025

Item Description	Staff	Hours	Hourly Rate	Amount
Project Initiation and Coordination	JCY	16	\$ 135	\$2,160.00
				<i>Subtotal:</i> \$2,160.00
Construction Services	JCY	24	\$ 135	\$3,240.00
Construction Observation and Materials Testing	TPY	0	\$ 125	\$0.00
	TT	8	\$ 115	\$920.00
	MK	77	\$ 115	\$8,855.00
CMT Technical Services - Materials Testing	Lump Sum			\$6,500.00
				<i>Subtotal:</i> \$19,515.00
Total:				\$21,675.00

Expenses	Quantity	Rate	Amount
Copies (B&W - E-mails, drawings, specifications, etc.)	663	\$0.05	\$33.15
11x17 Plots/Copies	24	\$2.25	\$54.00
Total:			\$87.15

Invoice total: \$21,762.15

Thank you for your business!

TOWN AND COUNTY DINNER



Please join the Weld County Board of Commissioners for their annual Town and County Dinner and Meeting.

This year's presentation on Coordinated Planning Agreements, will be facilitated by Weld County Interim Director of Planning, Elizabeth Reford, and Upstate Colorado President/CEO, Rich Werner.

WEDNESDAY, OCTOBER 30
6:00 p.m. - ARRIVAL
6:15 p.m. - DINNER
7:00 p.m. - PRESENTATION

Please RSVP [via this form](#) by the end of the day Oct. 16, 2024

PSHCG 2025 Benefits Program for Colorado's Front Range

Presented by:

Cindy Myers
President Benefits
Highstreet TCW Risk Management

cindy@rmic.biz 303-960-7562



PSHCG Recent Rate History

Renewal increase for 2025 is 3.9%

Average renewal increase since the inception of the program (2010) is 3.5% per year

PSHCG ANNUAL MEDICAL RATE INCREASES

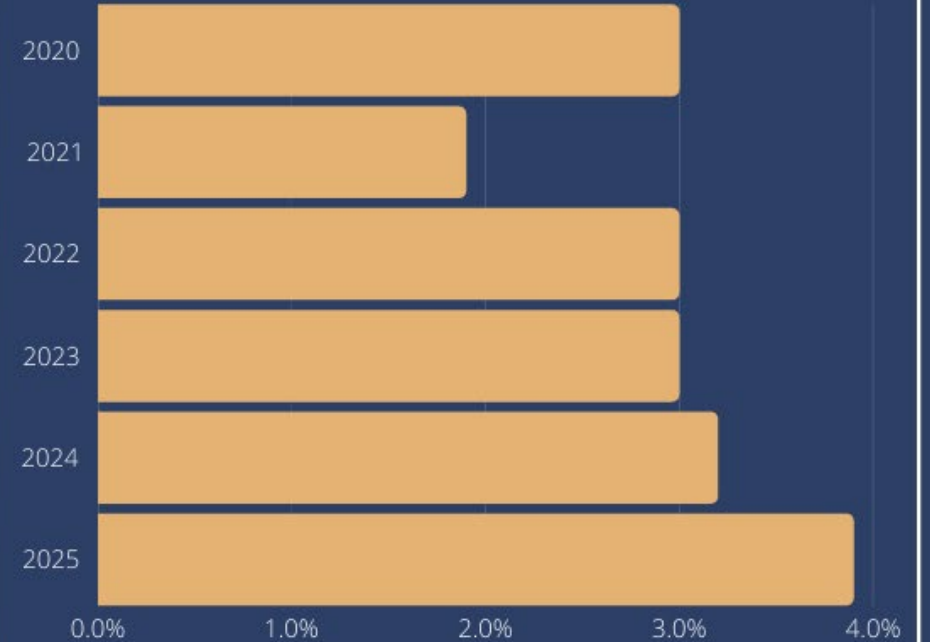
2025 Increase:
3.8%



PSHCG Annual
Avg. Increase
Medical



Colorado Annual
Avg. Increase
Small Employers
<100 employees



PSHCG United Healthcare PPO Plans Choice Plus PPO Network

MEDICAL	United Healthcare Plan A PPO	United Healthcare Plan A 1500	United Healthcare Plan B PPO	United Healthcare Plan C PPO
Provider Network	UHC Choice Plus PPO	UHC Choice Plus PPO	UHC Choice Plus PPO	UHC Choice Plus PPO
Dr. Office Copay	\$25 copay	\$25 copay	\$30 copay	No copay
Specialist Copay	\$50 copay	\$50 copay	\$50 copay	\$50 copay
Preventive Care	Plan pays 100%	Plan pays 100%	Plan pays 100%	Plan pays 100%
Associated Lab Work	Plan pays 100% after copay	Plan pays 100% after copay	Plan pays 100% after copay	Plan pays 100% after copay
Prescription Drug Copays	\$10 / \$30 / \$60 / 25% max \$500 tier 1 / tier 2 / tier 3 / specialty	\$10 / \$30 / \$60 / 25% max \$500 tier 1 / tier 2 / tier 3 / specialty	\$15 / \$40 / \$70 / 25% max \$500 tier 1 / tier 2 / tier 3 / specialty	\$5 / \$40 / \$60 / 25% max \$500 tier 1 / tier 2 / tier 3 / specialty
Individual Deductible	\$1,000 in-network	\$1,500 in-network	\$3,000 in-network	\$3,000 in-network
Family Deductible	\$2,000 In-network	\$3,000 in-network	\$6,000 in-network	\$6,000 in-network
Co-Insurance Percentage	Plan pays 80% in-network	Plan pays 80% in-network	Plan pays 100% in-network	Plan pays 80% in-network/50% out
(applied after deductible)				
Individual Out of Pocket Max	\$4,500 per individual	\$4,000 per individual	\$6,000 per individual	\$6,500 per individual
Family Out of Pocket Max	\$9,000 per family	\$8,000 per family	\$12,000 per family	\$13,000 per family
(after which plan pays 100%)	(INCLUDES DEDUCTIBLE AND COPAYS)	(INCLUDES DEDUCTIBLE AND COPAYS)	(INCLUDES DEDUCTIBLE AND COPAYS)	(INCLUDES DEDUCTIBLE AND COPAYS)
Inpatient Hospital	Plan pays 80% after deductible	Plan pays 80% after deductible	\$500 copay, 100% after deductible	Plan pays 80% after deductible
Outpatient Surgery	Plan pays 80% after deductible	Plan pays 80% after deductible	\$500 copay, 100% after deductible	Plan pays 80% after deductible
Emergency Room	\$400 copay, \$25 urgent care	\$400 copay, \$25 urgent care	\$400 copay, \$30 urgent care	ER 80% Ded, Urgent Care \$0 copay
MRI, CT, PET Scans	Plan pays 80% after deductible	Plan pays 80% after deductible	Plan pays 100% after deductible	\$750 copay
4 TIER OPTIONS				
Employee	\$812.00	\$786.00	\$738.00	\$638.00
Employee + Spouse	\$1,785.00	\$1,741.00	\$1,620.00	\$1,402.00
Employee + Child(ren)	\$1,473.00	\$1,428.00	\$1,337.00	\$1,157.00
Family	\$2,415.00	\$2,167.00	\$2,205.00	\$1,936.00

Rates do not include a \$2 per employee per month administrative fee

Rates do not include the annual PCORI fee of \$3.22 per covered member, per year

United Healthcare Surest Plans Choice Plus Network

MEDICAL	United Healthcare Surest A3000	United Healthcare Surest D6500	United Healthcare Surest B4000
Provider Network	UHC Choice Plus PPO	UHC Choice Plus PPO	UHC Choice Plus PPO
Dr. Office Copay	\$5 - \$40	\$25 to \$130	\$10 to \$65
Specialist Copay	\$5 - \$40	\$25 to \$130	\$10 to \$65
Preventive Care	Plan pays 100%	Plan pays 100%	Plan pays 100%
Associated Lab Work	Plan pays 100%	Plan pays 100%	Plan pays 100%
Prescription Drug Copays	\$5 / \$20 / \$40 / \$150	\$10 / \$90 / \$120 / \$370	\$5 / \$40 / \$60 / \$200
Individual Deductible	None	None	None
Family Deductible	None	None	None
Co-Insurance Percentage	Copays	Copays	Copays
(applied after deductible)			
Individual Out of Pocket Max	\$3,000	\$6,500	\$4,000
Family Out of Pocket Max	\$6,000	\$13,000	\$8,000
(after which plan pays 100%)			
Inpatient Hospital	Up to \$2000	Up to \$3500	Up to \$2500
Outpatient Surgery	Up to \$2000	Up to \$3500	Up to \$2500
Emergency Room	\$200 ER/ \$20 UC	\$850 ER/ \$80 UC	\$375 ER/ \$35 UC
MRI, CT, PET Scans	\$50 - \$340	\$150 - \$1050	\$75 - \$550
4 TIER OPTIONS			
Employee	\$785.00	\$685.00	\$745.00
Employee + Spouse	\$1,731.00	\$1,374.00	\$1,642.00
Employee + Child(ren)	\$1,423.00	\$1,268.00	\$1,350.00
Family	\$2,391.00	\$1,953.00	\$2,268.00

Rates do not include a \$2 per employee per month administrative fee
 Rates do not include the annual PCORI fee of \$3.22 per covered member, per year

Grab your phones!

We'll show you how Surest works.



<https://join-demo.surest.com/>

Access code:

24OPTUMB4K

1. Open the camera app on your phone.
2. Point your camera at the QR code and hold your phone steady — like you would scan a barcode.
3. Follow the prompt on your phone to the app.

Member Experience

- Surest member portal
- Search providers on simple phone app
- Same PPO network and Rx program

United Healthcare HSA Plans (HDHP) Choice Plus and Choice Network

MEDICAL	United Healthcare	United Healthcare	United Healthcare
	HSA Qualified Plan D PPO	HSA Qualified Plan E PPO	NEW HSA Qualified Plan F EPO
Provider Network	UHC Choice Plus PPO	UHC Choice Plus PPO	UHC Choice EPO
Dr. Office Copay	Plan pays 100% after deductible	Plan pays 90% after deductible	Plan pays 80% after deductible
Specialist Copay	Plan pays 100% after deductible	Plan pays 90% after deductible	Plan pays 80% after deductible
Preventive Care	Plan pays 100%	Plan pays 100%	Plan pays 100%
Associated Lab Work	Plan pays 100% after deductible	Plan pays 90% after deductible	Plan pays 80% after deductible
Prescription Drug Copays	Deductible then \$15/\$40/\$70/25% max \$500	Deductible then \$15/\$40/\$70/25% max \$500	Plan pays 80% after deductible
Individual Deductible	\$2,500 per employee only in-network	\$3,500 per INDIVIDUAL in-network	\$4000 per INDIVIDUAL
Family Deductible	\$5,000 per family COMBINED	\$7,000 per family EMBEDDED	\$6000 per family Embedded
Co-Insurance Percentage (applied after deductible)	Plan pays 100% in-network/70% out	Plan pays 90% in-network/70% out	<i>Plan Pays 80% In-Network</i>
Individual Out of Pocket Max	\$3,500 per employee only	\$4,500 per INDIVIDUAL	\$6,000 per INDIVIDUAL
Family Out of Pocket Max (after which plan pays 100%)	\$7,000 per family COMBINED <i>(INCLUDES DEDUCTIBLE & RX COPAYS)</i>	\$9,000 per family EMBEDDED <i>(INCLUDES DEDUCTIBLE & RX COPAYS)</i>	\$12,000 per family EMBEDDED
Inpatient Hospital	Plan pays 100% after deductible	Plan pays 90% after deductible	Plan pays 80% after deductible
Outpatient Surgery	Plan pays 100% after deductible	Plan pays 90% after deductible	Plan pays 80% after deductible
Emergency Room	Plan pays 100% after deductible	Plan pays 90% after deductible	Plan pays 80% after deductible
MRI, CT, PET Scans	Plan pays 100% after deductible	Plan pays 90% after deductible	Plan pays 80% after deductible
4 TIER OPTIONS			
Employee	\$699.00	\$623.00	\$517.00
Employee + Spouse	\$1,538.00	\$1,370.00	\$1,136.00
Employee + Child(ren)	\$1,270.00	\$1,131.00	\$937.00
Family	\$2,124.00	\$1,892.00	\$1,570.00

2025 HSA Contribution Limits

Employee Only: \$4,300

Family: \$8,550

Catch-up: \$1,000
(age 55 or older)

Rates do not include a \$2 per employee per month administrative fee
Rates do not include the annual PCORI fee of \$3.22 per covered member, per year

August 30, 2024

Cheryl Campbell, Town Administrator/Town Clerk
Town of Garden City
621 27th Street Road
Garden City, CO 80631

RE: 2025 Property/Casualty Preliminary Contribution Quotation

Dear Cheryl:

Enclosed is the preliminary quotation for your 2025 contribution to the CIRSA Property/Casualty Pool.

For your convenience, the quote includes a breakdown of contribution by line of coverage. As part of the [2025 Cost-Sharing Initiative](#), this quote reflects the NEW minimum deductibles on property, auto physical damage, law enforcement, and wind/hail deductibles. If your 2024 deductibles were lower than the new minimums, your quote will automatically reflect the new minimums as well as the standard wind/hail deductible. If you requested for 2025 the same liability limits as 2024 with different deductibles for specific property locations or for physical damage to specific vehicles, the quote is attached. If you requested quotes for optional liability limits, various policy level deductible options, and the alternative wind/hail deductible, quotes for those options will be sent to you separately.

The attached quote provides information on your 2025 contribution, the amount of any Loss Control Credits available to your entity, and optional payment plans. Also included in this packet is a general description of the types and monetary limits of the proposed coverages to be provided to 2025 CIRSA Property/Casualty members. Final invoices will be e-mailed on December 16, 2024, and will be adjusted for any changes made to your 2025 renewal application. Quoted contributions may change if CIRSA's membership changes significantly for 2025 and/or actual excess insurance premiums are not adequately funded by the budget established within your rate.

Given the increases in minimum deductibles, you may need assistance in evaluating the impact and budgeting implications of these changes. CIRSA's Finance Team can help you understand the impact of these changes, including help with anticipating and estimating how to fund these deductibles. Please contact Linda Black, Assistant Director/Chief Financial Officer, at (720) 605-5440 or lindab@cirsa.org. Our Finance Team can also provide you with additional deductible options if you wish to increase your deductibles more than the current minimums.

New for 2025, if you requested a quote for one or more of the CIRSA self-funded optional coverage programs, Excess Cyber (Data Privacy and Network Security), No-Fault Water Line Rupture and/or Sewer Back-Up coverage, or Property Damage Caused by Member's Operation of Mobile Equipment coverage the quotes and plan information are included in this packet.

If you have requested quotes for any of the optional coverage programs including Equipment Breakdown, Excess Crime, Community Service Workers' Accident Medical Plan, Sports Accident Medical Plan, Occupational Accidental Death and Dismemberment Plan, Volunteer Accident Medical Plan, or Detainee Medical coverage, they are not included in this mailing. The majority of the carriers that provide coverage for each program are unable to provide quotes until later this year. We anticipate that quotes for these optional coverages will be mailed to members in October.



The acceptance forms must be completed and returned to CIRSA on or before **Tuesday, October 1, 2024**. When completing your property/casualty form, please make sure to:

- Initial the desired quote option you wish to accept for 2025.
- Write the amount of any available Loss Control Credits you wish to use in the appropriate section of the *Loss Control Credits* table on the quotation sheet.
- Indicate which payment option you would like for 2025 on the quotation sheet.
- Indicate if you will be participating in the optional Uninsured/Underinsured Motorist Coverage.
- Return the signature page signed by an authorized signer.

When completing your optional overage forms (I.E. Excess Cyber, No-Fault Water Line Rupture and/or Sewer Back-Up coverage, or Property Damage Caused by Member’s Operation of Mobile Equipment, please:

- Indicate if you wish to accept or decline coverage.
- Return the signature page signed by an authorized signer.

For 2025, the average pool-wide increase is 12.6%. Your entity may see a greater or lesser increase, or overall decrease. The factors affecting your contribution include your loss history, changes in exposures and total operating expenditures, chosen deductibles, chosen limits, and your member equity balance.

We thank you for your continued membership in CIRSA, and for your commitment to public entity pooling. If you would like further information, or a virtual or face-to-face meeting, please reach out to Shannon Pursley, Membership Services Manager, at (303) 594-6249 or shannonp@cirsa.org.

Thank you for the opportunity to serve you. We look forward to continuing our relationship with you in 2025.

Sincerely,



Tami A. Tanoue
Executive Director

Enc.





Town of Garden City
 621 27th Street Road
 Garden City, CO 80631

Auto Liability Limit: \$5,000,000
 Liability Limit: \$10,000,000

Coverage	Deductible	Contribution
All Risk Property - Building and Contents (See Attached Property Schedule)	\$5,000**	\$3,232.38
Other Property		
Extra Expense	\$5,000	\$164.83
Valuable Papers	\$5,000	\$82.41
Electronic Data Processing	\$5,000	\$161.60
Fencing	\$5,000	\$8.24
Mobile Equipment	\$5,000	\$49.45
Park Equipment	\$5,000	\$167.25
Athletic Equipment	\$5,000	\$33.29
Outdoor Lighting	\$5,000	\$557.59
Transformers	\$5,000	\$49.45
Signage	\$5,000	\$85.71
General Outdoor Items	\$5,000	\$221.37
Fine Arts	\$5,000	\$116.35
Auto Liability	\$1,000	\$2,123.29
Auto Physical Damage	\$5,000*	\$2,073.50
General Liability		\$1,290.49
Public Officials Errors & Omissions Liability	\$1,000	\$2,751.98
Employment Practices Liability	\$1,000	\$148.23
Employment Benefit Liability	\$1,000	\$58.51
Law Enforcement Liability – Total Full-Time Police Officers	\$25,000	\$25,600.67
Law Enforcement Liability – Total Part-Time Reserve Officers	\$25,000	\$4,266.78
Property Damage from Mobile Equipment		See Attached
Water Line Ruptures / Sewer Back-up		See Attached
Excess Cyber Liability		See Attached
Total Contribution		\$43,243.37



Town of Garden City
 621 27th Street Road
 Garden City, CO 80631

All Risk Property Deductible:	\$5,000
Auto Liability Deductible:	\$1,000
Auto Physical Damage Deductible:	\$5,000
General Liability Deductible:	\$1,000
Public Officials Errors & Omissions Liability Deductible:	\$1,000
Law Enforcement Liability Deductible:	\$25,000
Auto Liability Limit:	\$5,000,000
Liability Limit:	\$10,000,000

Description	Amount
Contribution Before Reserve Fund and Loss Experience	\$58,536.29
Reserve Fund Contribution	\$434.88
Impact of Loss Experience	(\$15,727.80)
Total 2025 Preliminary Quotation before Credits	\$43,243.37

Loss Control Credits (Please indicate the amount that you wish to use. Amount may be split between available options.)

Description	Amount	Credit Options		
		Credit Contribution	Deposit/Leave in Account	Send Check
2024 Loss Control Audit Credit	(\$68.00)			
Balance Remaining from Prior Years' LC Credits	(\$0.00)			
Total Preliminary Quotation with all Available Credits	\$43,175.37			

Billing Options (Please indicate which option you choose)

Annual Billing on January 1, 2025

Quarterly Billing January 1, April 1, July 1, and October 1, 2025

To Renew with Quoted Option Initial Here: _____

* Deductible may vary by scheduled vehicle, see attached vehicle schedule.
 ** Deductible may vary by scheduled property, see attached property schedule.
 ***Contact Linda Black, CFO at (720) 605-5440 or lindab@cirsa.org if you are interested in other options.

Garden City 2025 Property Schedule

Cirsa I D	Use	Address	Postal	Remove Building	Remove Date	Property Excluded	Building Value	Contents Value	Deductible	Final Property Contribution	Final Contents Contribution	Contribution	Member
15000005	Bus Stop	7th Ave. & 27th St.	80631	No		No	\$14,742.06	\$0.00	\$5,000	\$23.82	\$0.00	\$23.82	Garden City
15000009	Community Center	620 27th Street Rd.	80631	No		No	\$219,200.00	\$26,250.00	\$5,000	\$354.22	\$42.42	\$396.64	Garden City
15000003	Covered Picnic Area	621 27th Street Rd.	80631	No		No	\$34,440.00	\$0.00	\$5,000	\$55.65	\$0.00	\$55.65	Garden City
15000007	Police Station	2719 7th Ave.	80631	No		No	\$465,400.00	\$166,425.00	\$5,000	\$752.07	\$268.94	\$1,021.01	Garden City
15000008	Public Works Shed	2719 7th Ave.	80631	No		No	\$8,400.00	\$31,500.00	\$5,000	\$13.57	\$50.90	\$64.47	Garden City
15000011	Public Works Shop	620 27th Street Rd.	80631	No		No	\$115,200.00	\$26,250.00	\$5,000	\$186.16	\$42.42	\$228.58	Garden City
15000004	Storage Building	2712 7th Ave.	80631	No		No	\$37,658.40	\$6,006.00	\$5,000	\$60.85	\$9.71	\$70.56	Garden City
15000002	Town Hall	621 27th Street Rd.	80631	No		No	\$705,100.00	\$143,719.00	\$5,000	\$1,139.41	\$232.24	\$1,371.65	Garden City
							\$1,600,140.46	\$400,150.00		\$2,585.75	\$646.63	\$3,232.38	

Garden City 2025 Vehicle Schedule

CIRSA ID	Member Vehicle Number	Year	Make And Model	Number of Vehicles	Vehicle Type	Location	V I N	Final APD Value	Auto Physical Damage Deductible	Final Annual AL Contribution	Final Annual APD Contribution	Total AL & APD Contribution	Member
15000013		2021	Ford		All Trucks	Public Works	1FT7X2B69MED96381	\$49,000.00	\$5,000	\$176.17	\$249.79	\$425.96	Garden City
15000004		2016	Ford		Cars/Trucks - Emergency Response	Police Department	1FM558AR9GGB55073	\$28,225.00	\$5,000	\$278.16	\$143.88	\$422.04	Garden City
15000005		2019	Ford		Cars/Trucks - Emergency Response	Police Department	1FM5K8AR8KG29537	\$34,180.00	\$5,000	\$278.16	\$174.24	\$452.40	Garden City
15000010		2020	Ford		Cars/Trucks - Emergency Response	Police Department	1FM5K8AB1LGB84368	\$44,378.00	\$5,000	\$278.16	\$226.23	\$504.39	Garden City
15000011		2020	FORD		Cars/Trucks - Emergency Response	Police Department	1FM5K8AB6LGC62966	\$44,378.00	\$5,000	\$278.16	\$226.23	\$504.39	Garden City
15000022		2023	Ford		Cars/Trucks - Emergency Response	Police Department	1FM5K8AW0PNA08058	\$67,324.00	\$5,000	\$278.16	\$343.20	\$621.36	Garden City
15000023		2023	Ford		Cars/Trucks - Emergency Response	Police Department	1FM5K8AW9PNA08060	\$67,324.00	\$5,000	\$278.16	\$343.20	\$621.36	Garden City
15000024	0302	2023	Ford		Cars/Trucks - Emergency Response	Police Department	1FTFW1ED5PFB81615	\$71,140.00	\$5,000	\$278.16	\$362.65	\$640.81	Garden City
15000009			Trailer		Trailers	TBD	1Z9BU10156J213214	\$800.00	\$5,000	\$0.00	\$4.08	\$4.08	Garden City
								\$406,749.00		\$2,123.29	\$2,073.50	\$4,196.79	

This preliminary quotation includes all exposures reported on your entity's 2025 Property/Casualty Renewal Application and any Application Amendment Requests received by CIRSA before August 1, 2025.

* Regarding the Liability Deductible shown on page 1, a \$500 deductible quotation is offered to members, if requested, for general liability. However public officials errors and omissions deductibles cannot go below \$1,000 and law enforcement liability deductibles cannot go below \$25,000.

** Regarding the Property Deductible shown on page 1, an additional property deductible will apply separately to each location in a National Flood Insurance Program (NFIP) Zone A if total building and contents values at that location are in excess of \$1,000,000. The deductible will be the maximum limit of coverage which could have been purchased through NFIP, whether it is purchased or not.

The Town of Garden City participated in the 2024 Uninsured/Underinsured Motorist coverage. Please indicate if the Town of Garden City will:

- Accept 2025 Uninsured/Underinsured Motorist coverage
- Decline 2025 Uninsured/Underinsured Motorist coverage

The undersigned is authorized to accept this preliminary quotation on behalf of the Town of Garden City.

We accept this preliminary quotation for January 1, 2025 to January 1, 2026. We understand our final invoice may increase or decrease depending upon the number of CIRSA Property/Casualty members for 2025, actual excess insurance premiums, and any changes made to our 2025 renewal application.

Signature: _____ Date: _____

Title: _____

Signature must be that of the Mayor, Manager, Clerk or equivalent (such as President of a Special District.)

This page, along with all pages of the applicable attached quote, must be returned on or before Tuesday, October 1, 2024. A mailed, faxed or e-mailed copy is acceptable. Please return to:

Monique Ferguson, Underwriting Coordinator
3665 Cherry Creek North Drive
Denver, CO 80209
E-Mail: MoniqueF@cirsa.org
Fax: (303) 757-8950 or (800) 850-8950

PROPOSED 2025 PROPERTY/CASUALTY COVERAGES

The types and monetary limits of the proposed coverages to be provided to CIRSA Property/Casualty members for the coverage period of January 1, 2025 to January 1, 2026 are generally described below. The scope, terms, conditions, and limitations of the coverages are governed by the applicable coverage and/or excess/reinsurance coverages policies, the CIRSA Bylaws and Intergovernmental Agreement, and other applicable documents.

- I. **TYPES OF COVERAGES** (subject to the limit on CIRSA’s liability as described in Section II below):
 - A. Property coverage (including auto physical damage and cyber first party, public relations expense and privacy breach expense)
 - B. Liability coverage:
 - 1. General liability
 - 2. Automobile liability
 - 3. Law enforcement liability
 - 4. Public officials errors and omissions liability
 - 5. Cyber (third party, security and privacy breach liability)
 - C. Crime coverage (including employee dishonesty and theft of money and securities)

II. CIRSA RETENTIONS, LOSS FUNDS, AGGREGATE LIMITS, AND MEMBER DEDUCTIBLES:

For the coverages described in Section I, CIRSA is liable only for payment of the applicable self-insured retentions and only to a total annual aggregate amount for CIRSA members as a whole of the amount of the applicable CIRSA loss fund for the coverage period. There is no aggregate excess coverage over any loss fund.

Coverages in excess of CIRSA’s self-insured retentions are provided only by the applicable excess insurers and/or reinsurers in applicable excess and/or reinsurance policies, and shall be payable only by those excess insurers and/or reinsurers. The limits of coverage provided by the excess insurers and/or reinsurers for the coverage period shall be described in the coverage documents issued to the members. Aggregate and other limits shall apply as provided in said documents.

A. CIRSA PROPOSED SELF-INSURED RETENTIONS FOR THE COVERAGE PERIOD:

- 1. \$1,000,000 per claim/occurrence property*
- 2. \$100,000 per claim/annual aggregate cyber first party (public relations expense and privacy breach expense)
- 3. \$1,000,000 per claim/occurrence liability
- 4. \$1,000,000 each and every claim public officials liability
- 5. \$1,000,000 each and every claim law enforcement liability
- 6. \$500,000 per claim/annual aggregate cyber third party (security and privacy breach liability)
- 7. \$150,000 per claim/occurrence crime

*Subject further to CIRSA retention of first \$5,000,000 each and every hail/wind loss and/or occurrence

Proposed Coverages (continued)

B. CIRSA LOSS FUND AMOUNTS FOR THE COVERAGE PERIOD:

Loss fund amounts are as adopted or amended from time to time by the CIRSA Board of Directors based on the members in the Property/Casualty Pool for the year and investment earnings on those amounts. Information on the current loss fund amounts is available from CIRSA’s Finance Department.

C. PROPOSED EXCESS INSURANCE LIMITS FOR THE COVERAGE PERIOD:

- 1. Excess property: to \$500 million each claim/occurrence
- 2. Excess liability: to \$2 million each claim/occurrence; \$5 million each claim/occurrence or \$10 million each claim/occurrence; \$2 million or \$5 million excess auto liability; \$2 million, \$5 million or \$10 million annual aggregate for public officials errors and omission liability. The maximum liability and auto liability limits will be determined based on each member’s selection.
- 3. Excess crime (optional): to \$5 million per claim/occurrence

D. MEMBER DEDUCTIBLES:

A member-selected deductible shall apply to each of the member’s claims/occurrences. Payment of the deductible reduces the amount otherwise payable under the applicable CIRSA retention. Allocated loss adjustment expenses are included in the member deductible.

**EXPLANATION OF CREDITS AVAILABLE AND
ACCEPTANCE OR WITHDRAW PROCEDURES**

LOSS CONTROL AUDIT SCORE CREDIT

CIRSA members who received a Loss Control Audit Score of 80 or higher in 2024 and renew their membership in 2025, are eligible for a Loss Control Audit Score Credit. This credit is offered to all members that take an active role in preventing or reducing their losses by complying with the CIRSA Loss Control Standards.

If you did not receive a credit for 2025 and would like to receive one in future years, please contact your Risk Control Representative.

LOSS CONTROL CREDIT ACCOUNT

The CIRSA Board of Directors has approved your use of any balance in the Loss Control Credit Account, except any Special Credit monies, to pay 2025 contributions. Your entity's balance in this account, if any, is shown on the quote letter.

ACCEPTANCE PROCEDURES

Please complete the enclosed acceptance form indicating your decision for 2025 and return it to the CIRSA office ***on or before Tuesday, October 1, 2024***. **Failure to return the form in time may result in the imposition of penalties under CIRSA Bylaw Article XIV upon withdrawal.**

WITHDRAWAL PROCEDURES *(if applicable)*

The enclosed Article XIV of the CIRSA Bylaws describes withdrawal procedures from CIRSA. **Written notice of withdrawal must be received by CIRSA no later than Tuesday, October 1, 2024, for a withdrawal without penalty effective January 1, 2025.** No withdrawing member shall be eligible for the above-described credits.

Article XIV should be read in its entirety for any penalties which would otherwise apply. Withdrawing members who subsequently apply to rejoin CIRSA may be subject to such terms and conditions as established by the CIRSA Board of Directors.

WITHDRAWAL NOTICE

**MUST BE RECEIVED AT THE CIRSA OFFICE
ON OR BEFORE TUESDAY, OCTOBER 1, 2024**

Sign and return this form if your entity has decided to **withdraw** from CIRSA effective January 1, 2025. Under CIRSA Bylaws, this form must be received by CIRSA **no later than Tuesday, October 1, 2024**, for withdrawal without penalty effective January 1, 2025.

NOTICE OF WITHDRAWAL FROM CIRSA

This is to notify the CIRSA Board of Directors that the Town of Garden City is withdrawing from CIRSA for purposes of Property/Casualty coverage effective January 1, 2025. We understand the Town of Garden City remains obligated and will be billed for any amounts due CIRSA pursuant to the Bylaws and the policies established by CIRSA.

The undersigned is authorized to provide this notice of withdrawal on behalf of the Town of Garden City.

Signature must be that of the Mayor, Manager, Clerk, or equivalent (such as President of a Special District.)

Signature: _____

Title: _____

Date: _____

**CIRSA BYLAWS
ARTICLE XIV**

Withdrawal from Membership

(1) Any member may withdraw from CIRSA by giving prior notice in writing to the Board of Directors of the prospective effective date of its withdrawal.

(2) If the effective date of a member's withdrawal is a date other than January 1, the withdrawing member shall not be entitled to receive any refund of contributions made for administrative costs for the claim year of withdrawal. The withdrawing member shall be entitled to receive within forty-five (45) days after the effective date of withdrawal, a proportionate return of its contribution to any loss fund.

(3) If the effective date of a member's withdrawal is January 1 but the member's written notice of withdrawal is received by CIRSA more than thirty (30) days after the date on which CIRSA mailed a preliminary quotation of the contribution to be assessed the member for the year beginning on that January 1, the withdrawing member shall be obligated to pay its share of CIRSA's administrative costs for the year beginning on that January 1. However, if the preliminary quotation is mailed by CIRSA prior to September 1, members shall not be obligated for future claim year administrative costs if the member's written notice of withdrawal is received by CIRSA on or before the October 1 preceding the January 1 renewal date.

(4) The members may, by a two-thirds (2/3) vote of the members present at a meeting, adopt or amend a policy establishing additional conditions applicable to members which withdraw.

August 30, 2024

Cheryl Campbell, Town Administrator/Town Clerk
Town of Garden City
621 27th Street Road
Garden City, CO 80631

RE: 2025 Workers' Compensation Preliminary Contribution Quotation

Dear Cheryl:

Enclosed is the preliminary quotation for your 2025 contribution to the CIRSA Workers' Compensation Pool. We're pleased to let you know that contributions reflect the excellent job members have done in controlling losses.

The 2025 Workers' Compensation preliminary quotation letter(s) include the payroll and contribution for each classification. If you have requested multiple deductible options, a separate quote for each option is attached.

If you have requested a quote that reflects the same deductible as 2024's, now may be a good time to look at your chosen deductible. Many of our members have greatly expanded their payrolls in recent years but have not increased their chosen deductibles accordingly. A higher deductible is one way in which you may be able to offset your workers' compensation contribution amounts. Of course, choosing a higher deductible means that your entity will bear more of the cost of a claim, so it's important to assess your entity's appetite and capacity for a higher deductible. CIRSA's Finance Team can help you with this assessment. If you would like to see additional deductible options, please contact Linda Black, Assistant Director/Chief Financial Officer, at (720) 605-5440 or lindab@cirsa.org.

Being a CIRSA member offers you significant benefits that are not available elsewhere, especially if you are also obtaining your property and liability coverages through CIRSA. For example, we are able to seamlessly manage claims that cut across coverage lines, such as a workers' compensation matter that also has employment liability implications, can take a global perspective to defending and/or settling such a matter, and have a special liability coverage, available only to members of both the workers' compensation and property pools, to assist pre-loss resolution of such a matter. CIRSA's risk management services are also specifically tailored to the unique needs of Colorado municipalities. Please see the attached brochures for a summary of those services.

The enclosed quotation is preliminary. Final invoices, e-mailed on December 16, 2024, will be adjusted for any changes made to your 2025 renewal application. In addition, quoted contributions may also change if CIRSA membership changes significantly for 2025 and/or actual excess insurance premiums are not adequately funded by the budget established within your rate.

The attached quotation(s) provides information on your 2025 contribution, the amount of any Loss Control Credits available to your entity and optional payment plans. In addition, a general description of the types and monetary limits of the proposed coverages to be provided to 2025



CIRSA Workers' Compensation members is attached.

The acceptance form must be completed and returned to CIRSA **on or before Tuesday, October 1, 2024**. When completing your form, please make sure to:

- Initial the quotation sheet that reflects your chosen 2025 deductible option.
- Write the amount of any available Loss Control Credits you wish to use in the appropriate section of the *Loss Control Credits* table on the quotation sheet.
- Indicate which payment option you would like for 2025 on the quotation sheet.
- Return the signature page signed by an authorized signer.

Please note that if you have requested quotations for any of the Optional Coverage Programs, including Occupational Accidental Death & Dismemberment Plan, Sports Accident Medical Plan, Community Service Workers' Accident Medical Plan, or Volunteer Accident Medical Plan coverage, they are not included in this mailing. The carriers that provide coverage for these programs are anticipated to provide quotes that will be mailed to members in October.

If you have any questions about your renewal quote, please don't hesitate to contact us. Shannon Pursley, Membership Services Manager, is available to offer any further explanation of your quote that you may require. Shannon can be reached at (303) 594-6249 or shannonp@cirsa.org. We are also available to give presentations to your governing body upon request.

Thank you for the opportunity to serve you. We look forward to continuing our relationship with you in 2025.

Sincerely,



Tami A. Tanoue
Executive Director

enc.





Town of Garden City
 621 27th Street Road
 Garden City, CO 80631

Deductible or SCP: \$0

Payroll Class Code and Description	Allocated Payroll	Contribution
7720 - Police Officers, Chief, District Attorney, Investigators with Police Power, Sheriff's Posse, Jail Employees, Traffic Controllers, Armed Guards, Airport Security Personnel	\$485,000.00	\$17,178.81
8810 - Clerical or Office Employees, including Librarians, Museum Professionals & Judges	\$236,560.00	\$376.58
8811 - Unpaid Elected Council, Trustees & Officials	\$109,200.00	\$65.19
8831 - Animal Control	\$8,736.00	\$171.23
9015 - Building Management & Maintenance	\$63,048.00	\$2,804.01
9102 - Parks & Recreation All Employees, including Swimming Pool Employees	\$26,840.00	\$918.63
9402 - Street Cleaning & Snow Removal	\$8,736.00	\$398.96
Total Contribution	\$938,120.00	\$21,913.41



Town of Garden City
 621 27th Street Road
 Garden City, CO 80631

Deductible or SCP: \$0

Description	Amount
Contribution Before Reserve Fund and Loss Experience	\$21,698.67
Reserve Fund Contribution	\$436.09
Impact of Loss Experience	(\$221.35)
Total 2025 Preliminary Quotation before Credits	\$21,913.41

Loss Control Credits (Please indicate the amount that you wish to use. Amount may be split between available options.)

Description	Amount	Credit Options		
		Credit Contribution	Deposit/Leave in Account	Send Check
2024 Loss Control Audit Credit	(\$1,458.00)			
Balance Remaining from Prior Years' LC Credits	(\$0.00)			
Total Preliminary Quotation with all Available Credits	\$20,455.41			

Billing Options (Please indicate which option you choose)

<input type="checkbox"/>	Annual Billing on January 1, 2025
<input type="checkbox"/>	Quarterly Billing January 1, April 1, July 1, and October 1, 2025

To Renew with Quoted Option Initial Here: _____

*****Contact Linda Black, CFO at (720) 605-5440 or lindab@cirsa.org if you are interested in other options.**

Preliminary 2025 Contribution Quotation

This preliminary quotation includes all exposures reported on your entity's 2025 Workers' Compensation Renewal Application.

**The undersigned is authorized to accept this preliminary quotation on behalf of the
Town of Garden City.**

We accept this preliminary quotation for January 1, 2025 to January 1, 2026. We understand our final invoice may increase or decrease depending upon the number of Workers' Compensation members for 2025, actual excess insurance premiums, and any changes made to our 2025 renewal application.

Signature: _____ Date: _____

Title: _____

Signature must be that of the Mayor, Manager, Clerk or equivalent (such as President of a Special District.)

Both pages of this form must be returned on or before Tuesday, October 1, 2024. An emailed, mailed, or faxed copy is acceptable. Please return to:

Monique Ferguson, Underwriting Coordinator
3665 Cherry Creek North Drive
Denver, CO 80209
E-Mail: MoniqueF@cirsa.org
Fax: (303) 757-8950 or (800) 850-8950

PROPOSED 2025 WORKERS' COMPENSATION COVERAGES

The types and monetary limits of the proposed coverages to be provided to CIRSA Workers' Compensation members for the applicable coverage period of January 1, 2025 to January 1, 2026, are generally described below. The scope, terms, conditions, and limitations of the coverages are governed by the applicable excess and/or reinsurance policies, the CIRSA Bylaws and Intergovernmental Agreement, and other applicable documents.

I. TYPES OF COVERAGES (subject to the limit on CIRSA's liability as described in Section II below):

- A. Workers' Compensation coverage
- B. Employer's Liability coverage

II. PROPOSED CIRSA LOSS FUND, AGGREGATE LIMITS, RETENTIONS, EXCESS INSURERS/REINSURERS

For the coverages described in Section I, CIRSA is liable only for payment of the self-insured retentions and only to a total annual aggregate amount for CIRSA members as a whole of the amount of the applicable CIRSA loss fund for the coverage period. There is no aggregate excess coverage over any loss fund.

The CIRSA loss fund is as adopted or amended from time to time by the CIRSA Board of Directors based on the members in the Workers' Compensation Pool for the year and investment earnings on those amounts. Information on the current loss fund amounts is available from CIRSA's Finance Department.

CIRSA's proposed self-insured retention will be \$750,000 per claim/occurrence for all claims made by employees. Coverages in excess of the retention (to statutory limits for Workers' Compensation coverage, and to \$1,000,000/accident for Employer's Liability coverage) are provided by the excess insurers and/or reinsurers in the applicable excess and/or reinsurance policies and are payable only by those excess insurers and/or reinsurers.

III. 2025 PAYROLL AUDIT

The payroll information in your 2025 renewal application is based on your estimated payroll for 2025. We will ask you to provide your actual 2025 payroll in January 2026 and your 2025 contribution will be adjusted to reflect the actual payroll amounts.

EXPLANATION OF CREDITS AVAILABLE AND ACCEPTANCE OR WITHDRAW PROCEDURES

LOSS CONTROL AUDIT SCORE CREDIT

CIRSA members who received a Loss Control Audit Score of 80 or higher in 2024 and renew their membership in 2025, are eligible for a Loss Control Audit Score Credit. This credit is offered to all members that take an active role in preventing or reducing their losses by complying with the CIRSA Loss Control Standards.

If you did not receive a credit for 2025 and would like to receive one in future years, please contact your Risk Control Representative.

LOSS CONTROL ACCOUNT

The CIRSA Board of Directors has approved your use of any balance in the Loss Control Credit Account, except any Special Credit monies, to pay 2025 contributions. Your entity's balance in this account, if any, is shown on the quote letter.

ACCEPTANCE PROCEDURES

Please complete the enclosed acceptance form indicating your decision for 2025 and return it to the CIRSA office ***on or before Tuesday, October 1, 2024***. **Failure to return the form in time may result in the imposition of penalties under CIRSA Bylaw Article XIV upon withdrawal.**

WITHDRAWAL PROCEDURES *(if applicable)*

The enclosed Article XIV of the CIRSA Bylaws describes withdrawal procedures from CIRSA. **Written notice of withdrawal must be received by CIRSA no later than Tuesday, October 1, 2024, for a withdrawal without penalty effective January 1, 2025.** No withdrawing member shall be eligible for the above-described credits.

Article XIV should be read in its entirety for any penalties which would otherwise apply. Withdrawing members who subsequently apply to rejoin CIRSA may be subject to such terms and conditions as established by the CIRSA Board of Directors.

WITHDRAWAL NOTICE

**MUST BE RECEIVED AT THE CIRSA OFFICE
ON OR BEFORE TUESDAY, OCTOBER 1, 2024**

Sign and return this form if your entity has decided to **withdraw** from CIRSA effective January 1, 2025. Under CIRSA Bylaws, this form must be received by CIRSA ***no later than Tuesday, October 1, 2024***, for a withdrawal without penalty effective January 1, 2025.

NOTICE OF WITHDRAWAL FROM CIRSA

This is to notify the CIRSA Board of Directors that the Town of Garden City is withdrawing from CIRSA for purposes of Workers' Compensation coverage effective January 1, 2025. We understand the Town of Garden City remains obligated and will be billed for any amounts due CIRSA pursuant to the Bylaws and policies established by CIRSA.

The undersigned is authorized to provide this notice of withdrawal on behalf of the Town of Garden City.

Signature must be that of the Mayor, Manager, Clerk, or equivalent (such as President of a Special District.)

Signature: _____

Title: _____

Date: _____

ARTICLE XIV

Withdrawal from Membership

(1) Any member may withdraw from CIRSA by giving prior notice in writing to the Board of Directors of the prospective effective date of its withdrawal.

(2) If the effective date of a member's withdrawal is a date other than a January 1, the withdrawing member shall not be entitled to receive any refund of contributions made for administrative costs for the claim year of withdrawal. The withdrawing member shall be entitled to receive within forty-five (45) days after the effective date of withdrawal, a proportionate return of its contribution to any loss fund.

(3) If the effective date of a member's withdrawal is January 1, but the member's written notice of withdrawal is received by CIRSA more than thirty (30) days after the date on which CIRSA emailed a preliminary quote of the contribution to be assessed the member for the year beginning on that January 1, the withdrawing member shall be obligated to pay its share of CIRSA's administrative costs for the year beginning on that January 1. However, if the preliminary quote is mailed by CIRSA prior to September 1, members shall not be obligated for future claim year administrative costs if the member's written notice of withdrawal is received by CIRSA on or before the October 1 preceding the January 1 renewal date.

(4) The members may, by a two-thirds (2/3) vote of the members present at a meeting, adopt or amend a policy establishing additional conditions applicable to members which withdraw.