

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](mailto: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](mailto: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

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**CIRSA Property/Casualty Pool**  
**Preliminary 2025 Contribution Quotation**  
**GC2025PC**

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
<b>All Risk Property - Building and Contents</b> (See Attached Property Schedule)	\$5,000**	\$3,232.38
<b>Other Property</b>		
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
<b>Auto Liability</b>	\$1,000	\$2,123.29
<b>Auto Physical Damage</b>	\$5,000*	\$2,073.50
<b>General Liability</b>		\$1,290.49
<b>Public Officials Errors &amp; Omissions Liability</b>	\$1,000	\$2,751.98
Employment Practices Liability	\$1,000	\$148.23
Employment Benefit Liability	\$1,000	\$58.51
<b>Law Enforcement Liability – Total Full-Time Police Officers</b>	\$25,000	\$25,600.67
<b>Law Enforcement Liability – Total Part-Time Reserve Officers</b>	\$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
<b>Total Contribution</b>		<b>\$43,243.37</b>



**CIRSA Property/Casualty Pool**  
**Preliminary 2025 Contribution Quotation**  
**GC2025PC**

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)
<b>Total 2025 Preliminary Quotation before Credits</b>	<b>\$43,243.37</b>

**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)			
<b>Total Preliminary Quotation with all Available Credits</b>	<b>\$43,175.37</b>			

**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	1FM5K8AR8KGA29537	\$34,180.00	\$5,000	\$278.16	\$174.24	\$452.40	Garden City
15000010		2020	Ford		Cars/Trucks - Emergency Response	Police Department	1FM5K8AB11LGB84368	\$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](mailto: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



**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.