



# **WORK SESSION AGENDA**

**Meeting of the Connect Transit Board of Trustees**

**March 18, 2014**

**3:30 P.M.**

**Board Room**

**Connect Transit Operations Facility  
351 Wylie Drive, Normal, IL 61761**

- A. Call to Order
- B. Roll Call
- C. Goals for General Manager
- D. Adjournment



# AGENDA

**Annual Meeting of the Connect Transit Board of Trustees**

**March 18, 2014**

**4:30 P.M.**

**Board Room**

**Connect Transit Operations Facility  
351 Wylie Drive, Normal, IL 61761**

- A. Call to Order
- B. Roll Call
- C. Receive nominations for the following offices:
  - 1. Chairman
  - 2. Vice Chairman
  - 3. Secretary
- D. Close nominations
- E. Election of Officers (all offices become effective July 1, 2014)
- F. New Business
- G. Adjournment of Annual Meeting (Regular Meeting immediately follows)



# AGENDA

## Meeting of the Connect Transit Board of Trustees

**March 18, 2014**

**4:45 P.M.**

### **Board Room**

**Connect Transit Operations Facility  
351 Wylie Drive, Normal, IL 61761**

- A. Call to Order
- B. Roll Call
- C. Public Comments
- D. Consent Agenda
  - 1. Approval of Minutes of Previous Meeting of February 25, 2014, Work Session of February 25, 2014, Executive Session of January 7, 2014, January 28, 2014, February 26, 2013, March 26, 2013, April 23, 2013, and October 22, 2013
  - 2. Disbursements for Month of February, 2014
  - 3. Monthly Statistical Report for month of February, 2014
  - 4. Disposal of Board Meeting Audio Cassette Recordings
- E. Old Business
- F. New Business
  - 1. Property and Casualty Insurance Renewal – April 1, 2014 to March 31, 2015
- G. General Manager's Report
- H. Trustee's Comments
- I. Executive Session – cite section
- J. Adjournment



February 2014

# Financial and Statistical Reports

Disbursements to be Approved  
March 18, 2014

<b>Payee</b>	<b>Goods Purchased</b>	<b>Amount</b>
A.T.U. - C.O.P.E.	Payroll Deduction	\$ 194.27
ABC Bus Companies	Bus Parts	\$ 9.89
Action Equipment Sales Company Inc.	Safety Equipment	\$ 410.92
Action Roofing, Inc.	Roofing	\$ 600.00
Advocate Medical Group	Drug Testing	\$ 181.00
Ally	Car Lease	\$ 82.00
Amalgamated Transit Union Local 752	Payroll Deduction	\$ 5,126.50
AmerenIP	Electric Charges	\$ 175.52
Andrew Johnson	Car Allowance	\$ 500.00
Employee	Reimbursement	\$ 250.00
Barker Motor Co.	Bus Parts	\$ 469.50
Bellas Landscaping	Snow Removal	\$ 15,481.00
Brinks US	Armored Services	\$ 246.89
CDS Office Technologies	Office Supplies	\$ 249.86
CDW Direct	Software and Hardware	\$ 1,578.30
Central Illinois Trucks Inc.	Bus Parts	\$ 963.93
City of Bloomington	Utilites	\$ 1,154.44
Comcast Cable	Internet	\$ 399.85
Comcast Spotlight	Commercial Advertising	\$ 3,000.00
Corn Belt Energy Corp.	Utilites	\$ 5,074.20
Cummins Crosspoint	Bus Parts	\$ 7,507.57
Dean's Graphics	Vehicle graphics	\$ 648.00
Dennison Corporation	Outside Repair	\$ 124.69
Dish Network	Television Service	\$ 120.00
DNDC of Illinois	Telephone	\$ 1,337.50
Don Owen Tire Service, Inc.	Bus Parts	\$ 155.00
Eitan Weltman	Debt Payment	\$ 612.42
Evergreen FS	Fuel	\$ 66,512.65
Fastenal Company	Bus Parts	\$ 496.79
Fleet-Net Corporation	Software & Tech Support	\$ 4,107.50
Four Seasons Association	Payroll Deduction	\$ 536.00
Frontier	Telephone	\$ 1,131.56
G&K Services	Cleaning Uniforms & Rugs	\$ 707.54
Garber Heating & A/C	Heating repair	\$ 3,225.48
GE Capital C/O Ricoh USA Program	Copiers	\$ 879.17
Getz Fire Equipment	Fire Alarm Inspection	\$ 304.50
Gillig LLC	Bus Parts	\$ 18,257.94
Global Equipment, Inc.	Garage Supplies	\$ 442.72
Health Alliance Medical Plans	Insurance	\$ 71,774.00
Heart Technologies, Inc.	Computer & Server Fee	\$ 470.00
Henson Disposal	Garage Overhead	\$ 164.50
ICMA Retirement Trust - 457	Pension Plan	\$ 34,211.05
Idaho Child Support Receipting	Child Support	\$ 190.00

Illinois Department of Revenue	Payroll Deduction	\$ 19,189.20
Illinois Oil Marketing Equipment, Inc.	Maintenance	\$ 570.23
Illinois State Disbursement Unit	Child Support	\$ 2,925.04
Inter-City Supply Company	Office Supplies	\$ 43.78
Interstate Batteries of Mid-Illinois	Batteries	\$ 1,961.50
Jenifer Clark	Expense Reimbursement	\$ 111.52
Jennifer Sorenson	Expense Reimbursement	\$ 685.62
John H. Germeraad, Trustee	Debt Payment	\$ 960.00
Kiene Diesel Accessories, Inc	Shop Tools	\$ 750.75
Lincoln National Life Insurance Co.	Dental Insurance	\$ 3,421.12
Martin, Hood, Friese & Assoc.	Audit	\$ 300.00
McLean County Chamber of Commerce	Membership Dues	\$ 726.00
MCS Office Technologies	Web Site Hosting	\$ 105.00
MH Equipment Co.	Building Maintenance	\$ 3,085.02
Michelin North America, Inc	Tires	\$ 5,475.53
Miller Janitor Supply	Maintenance Supplies	\$ 780.75
Minerva Promotions	Uniforms	\$ 821.00
Mohawk Mfg. & Supply Co.	Bus Parts	\$ 29.18
Mutual of Omaha	Life, AD&D,STD & LTD	\$ 6,607.84
Napa Auto Parts	Bus Parts	\$ 127.26
Nicor Gas	Utilites	\$ 4,838.69
NMHG Financial Services	Garage Maintenance Equipment	\$ 813.63
Oberlander Alarm Systems, Inc.	Security Alarm Serv Fee	\$ 191.00
Office Collection Section-IDOR	P/R Deduction	\$ 232.61
Orkin Pest Control	Pest Control	\$ 78.65
Patrick Kuebrich	Expense Reimbursement	\$ 156.80
Payroll - Net		\$ 148,203.21
Petty Cash	Reimbursement	\$ 22.56
Piercy Auto Body	Bus Repairs	\$ 9,415.71
Pipco Companies, LTD	Security Alarm Service	\$ 316.56
Pixelpushers, Inc	Website	\$ 11,196.00
Rilco, Inc.	Oil, Anitfreeze	\$ 3,917.35
Roy Rickert	Expense Reimbursement	\$ 31.92
Southtown Wrecker Service, Inc.,	Towing	\$ 380.00
Staples	Office Supplies	\$ 630.75
Stark Excavating, INC.	Concrete	\$ 2,200.00
The Encompass Gas Group, Inc	Welding Supplies	\$ 64.79
Thermo King Quad Cities, Inc.	Bus Parts	\$ 254.47
Town of Normal	False Alarms	\$ 150.00
TransitTalent.com	Job Posting Ad	\$ 95.00
Trish Tilton	Office Supplies	\$ 15.06
Truck Centers, Inc.	Bus Parts	\$ 4,190.37
U.S. Postal Service	Stamps	\$ 120.00
Verizon Wireless	Mobile Data Terminals for SS	\$ 551.36
Visa	Travel & Meetings	\$ 2,944.92
Visa	Office Supplies	\$ 16.14
Visa	Safety/Training	\$ 140.56

Visa	Trustee Expense	\$ 76.34
Visa	Advertising - Employment	\$ 200.00
Visa	Web Site	\$ 149.99
Visa	Shop Tools	\$ 94.20
VSP Of Illinois	Vision Insurance	\$ 576.09
Wayne Printing	Printing	\$ 444.76
Wayne-Dalton Corp.	Overhead Door Repair	\$ 410.00
WGLT	Radio Advertising	\$ 750.00
Wilcox Electric & Service, Inc	Electrical Work	\$ 2,218.83
		<u>\$ 494,829.31</u>

**Capital Account**

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MasterBros.	Electric / HVAC	\$ 9,435.00
		<u>\$ 504,264.31</u>



	Feb 2014					Feb 2013					% Change				
	Customers	Revenue Miles	Revenue Hours	Boardings per Revenue Hour		Customers	Revenue Miles	Revenue Hours	Boardings per Revenue Hour		Customers	Revenue Miles	Revenue Hours	Boardings per Revenue Hour	
<b>Connect Transit</b>															
Green A (2 buses)	23,522	9,448	681	34.53		24,085	9,136	681	35.35		-2.3%	3.4%	0.0%	-2.3%	
Red B (2 buses)	20,885	8,900	699	29.86		22,098	8,872	700	31.57		-5.5%	0.3%	-0.1%	-5.4%	
Purple C (2 buses)	9,814	3,364	695	14.13		10,751	9,064	698	15.40		-8.7%	-7.7%	-0.5%	-8.3%	
Pink D (1 bus)	6,497	4,292	328	19.79		6,851	4,312	328	20.87		-5.2%	-0.5%	0.0%	-5.2%	
Blue E (1 bus)	5,288	5,032	359	14.74		5,182	5,020	359	14.44		2.0%	0.2%	0.0%	2.0%	
Brown F (2 buses)	9,418	9,836	725	13.00		8,539	9,828	725	11.78		10.3%	0.1%	0.0%	10.3%	
Yellow G (2 buses)	16,139	9,936	714	22.60		16,900	9,612	714	23.67		-4.5%	3.4%	0.0%	-4.5%	
Orange H (2 buses)	15,546	9,492	711	21.86		15,801	9,600	711	22.21		-1.6%	-1.1%	0.0%	-1.6%	
Lime I (2 buses)	17,175	11,952	695	24.70		17,780	11,860	695	25.57		-3.4%	0.8%	0.0%	-3.4%	
Teal J (1 bus)	2,718	5,500	325	8.37		1,865	8,812	350	5.33		45.7%	-37.6%	-7.2%	57.1%	
Aqua K (1 bus)	5,531	5,628	358	15.43		6,037	5,724	358	16.85		-8.4%	-1.7%	0.0%	-8.4%	
Heartland Exp (1 bus)	954	560	88	10.82		43	70	3	12.57		2118.6%	697.7%	2478.9%	-14.0%	
ISU Tri Towers (2 buses)	42,142	4,043	380	110.90		38,437	4,256	380	101.26		9.6%	-5.0%	0.1%	0.0%	
ISU College Station (2 buses)	8,723	6,156	465	18.76		9,446	6,480	456	20.73		-7.7%	-5.0%	2.0%	0.0%	
Nite Ride (3 buses)	6,701	5,625	422	15.88		6,707	5,807	422	15.89		-0.1%	-3.1%	0.0%	0.0%	
Total Fixed Route	191,053	104,764	7,646	24.99		190,522	108,453	7,581	25.13		0.3%	-3.4%	0.9%	-0.6%	
<b>Demand Response</b>															
Connect Mobility	4,938	23,354	1,869	2.64		4,169	19,601	1,453	2.87		18.4%	19.1%	28.6%	-7.9%	
Connect Late Night	580	3,205	203	2.86		616	3,243	202	3.05		-5.8%	-1.2%	0.7%	-6.5%	
Total Demand Response	5,518	26,559	2,072	2.66		4,785	22,844	1,655	2.89		15.3%	16.3%	25.2%	-7.9%	
<b>SYSTEM TOTALS</b>	196,571	131,323	9,718	20.23		195,307	131,297	9,236	21.15		0.6%	0.0%	5.2%	-4.4%	



		Month: Feb 14			
		Target	FY2014	FY2013	% Change
Effectiveness	Total Boardings per Revenue Hour	15.0	20.2	21.1	-4.4%
	Total Boardings per Capita	1.0	1.5	1.5	0.6%
	Total Boardings per Revenue Mile	1.0	1.5	1.5	0.6%
Safety	Total Preventable Accidents (Fixed Route and Demand Response)	0.0	2	2	0.0%
	Preventable Accidents per 100,000 Miles	0.0	3	3	0.0%
Efficiency	Farebox Recovery Ratio	13.3%	50.0%	50.0%	0.0%
	Average Fare	\$ 0.68	\$ 0.00	\$ 0.00	-0.6%
	Cost per Revenue Hour	\$ 74.22	\$ 0.00	\$ 0.00	-5.0%
	Cost per Customer	\$ 5.10	\$ 0.00	\$ 0.00	-0.6%
	Operating Assistance Investment per Customer	\$ 4.42	\$ 0.00	\$ 0.00	-0.6%
Base Statistics for Calculations	Total Customers		196,571	195,307	0.6%
	Total Revenue Hours		9,718	9,236	5.2%
	Total Revenue Miles		131,323	131,297	0.0%
	Total Bloomington-Normal Population (per the 2010 US Census)		129,107	129,107	0.0%
	Total Operating Expense		\$ 2.00	\$ 2.00	0.0%
	Total Operating Revenue (includes all directly-generated revenue such as Universal Access)		\$ 1.00	\$ 1.00	0.0%

Analysis & Interpretation



Statistics	FY14 YTD				FY13 YTD				% Change			
	Customers	Revenue Miles	Revenue Hours	Boardings per Revenue Hour	Customers	Revenue Miles	Revenue Hours	Boardings per Revenue Hour	Customers	Revenue Miles	Revenue Hours	Boardings per Revenue Hour
<b>Connect Transit</b>												
Green A (2 buses)	184,340	79,457	5,762	31.99	195,899	79,183	5,793	33.82	-5.9%	0.3%	-0.5%	-5.4%
Red B (2 buses)	150,359	75,189	5,916	25.41	157,074	75,132	5,942	26.43	-4.3%	0.1%	-0.4%	-3.9%
Purple C (2 buses)	91,013	72,407	5,876	15.49	98,961	76,663	5,913	16.74	-8.0%	-5.6%	-0.6%	-7.4%
Pink D (1 bus)	53,172	36,331	2,777	19.15	53,938	36,471	2,794	19.30	-1.4%	-0.4%	-0.6%	-0.8%
Blue E (1 bus)	44,605	42,522	3,034	14.70	41,129	42,461	3,047	13.50	8.5%	0.1%	-0.4%	8.9%
Brown F (2 buses)	76,705	83,203	6,129	12.51	73,808	83,032	6,157	11.99	3.9%	0.2%	-0.5%	4.4%
Yellow G (2 buses)	133,129	83,244	6,040	22.04	143,397	81,414	6,069	23.63	-7.2%	2.2%	-0.5%	-6.7%
Orange H (2 buses)	124,160	80,642	6,016	20.64	132,404	81,421	6,050	21.88	-6.2%	-1.0%	-0.6%	-5.7%
Lime I (2 buses)	143,696	101,123	5,882	24.43	148,901	101,512	5,912	25.19	-3.5%	-0.4%	-0.5%	-3.0%
Teal J (1 bus)	21,998	54,729	2,784	7.90	16,865	75,265	2,985	5.65	30.4%	-27.3%	-6.7%	39.9%
Aqua K (1 bus)	54,336	47,834	3,031	17.93	57,042	48,414	3,043	18.74	-4.7%	-1.2%	-0.4%	-4.4%
HCC Express (1 bus) (NCWPHS)	6,594	2,996	472	13.97	222	398	19	11.46	2870.3%	653.1%	2334.8%	22.0%
ISU Tri Towers (2 buses)	194,089	24,259	2,270	85.51	146,168	24,046	2,215	65.99	32.8%	0.9%	2.5%	29.6%
ISU College Station (2 buses)	47,854	36,936	2,772	17.26	74,481	36,612	2,691	27.68	-35.8%	0.9%	3.0%	-37.6%
Nite Ride (3 buses)	33,665	30,580	2,297	14.66	33,968	30,697	2,230	15.23	-0.9%	-0.4%	3.0%	-3.8%
<b>Total Fixed Route</b>	1,359,715	851,452	61,059	22.27	1,374,245	872,721	60,862	22.58	-1.1%	-2.4%	0.3%	-1.4%
<b>Demand Response</b>												
Connect Mobility	37,419	183,100	12,675	2.95	32,241	152,415	11,299	2.85	16.1%	20.1%	12.2%	3.5%
Connect Late Night	4,548	24,598	1,692	2.69	4,971	26,309	1,964	2.55	-8.5%	-6.5%	-13.8%	6.2%
<b>Total Demand Response</b>	41,967	207,698	14,367	2.92	37,212	178,724	13,263	2.81	12.8%	16.2%	8.3%	4.1%
<b>SYSTEM TOTALS</b>	1,401,682	1,059,150	75,426	18.58	1,411,457	1,051,445	74,125	19.04	-0.7%	0.7%	1.8%	-2.4%



		Month: 2014 YTD			
		Target	FY2014	FY2013	% Change
Effectiveness	Total Boardings per Revenue Hour	15.0	18.6	19.0	-2.4%
	Total Boardings per Capita	1.0	10.9	10.9	-0.7%
	Total Boardings per Revenue Mile	1.0	1.3	1.3	-1.4%
Safety	Total Preventable Accidents (Fixed Route and Demand Responses)	0.0	10	11	-9.1%
	Preventable Accidents per 100,000 Miles	0.0	106	116	-8.4%
Efficiency	Farebox Recovery Ratio	13.3%	15.2%	15.5%	-1.9%
	Average Fare	\$ 0.68	\$ 0.58	\$ 0.56	3.2%
	Cost per Revenue Hour	\$ 74.22	\$ 70.44	\$ 68.61	2.7%
	Cost per Customer	\$ 5.10	\$ 3.79	\$ 3.60	5.2%
	Operating Assistance Investment per Customer	\$ 4.42	\$ 3.21	\$ 3.05	5.6%
Base Statistics for Calculations	Total Customers		1,401,682	1,411,457	-0.7%
	Total Revenue Hours		75,426	74,125	1.8%
	Total Revenue Miles		1,059,150	1,051,445	0.7%
	Total Bloomington-Normal Population (per the 2010 US Census)		129,107	129,107	0.0%
	Total Operating Expense		\$ 5,313,184.00	\$ 5,085,529.00	4.5%
	Total Operating Revenue (includes all directly-generated revenue such as Universal Access)		\$ 806,806.00	\$ 786,942.00	2.6%

Analysis & Interpretation



## MEMO

Date: March 18, 2014  
To: Board of Trustees  
Subject: Disposal of Board Meeting Audio Cassette Recordings

**BACKGROUND:** While in the process of creating a centralized filing system for Connect Transit, a large amount of audio cassette recordings from previous Board of Trustees meetings were stored ranging in date from June of 1989 to July of 2013. Board meetings, both open and closed sessions are now being recorded digitally.

According to Illinois State Statute, ILCS 120/2.06 of the Open Meetings Act, these audio cassettes may be disposed of and/or destroyed. Authorization from the State of Illinois is not required. Included with this memo is a list of these audio recordings. All of the audio recordings are for Regular Session meetings, and all corresponding meeting minutes have been verified to have been approved.

According to statute, the recordings must be kept for at least eighteen (18) months after the minutes have been approved. Only the audio recordings from July of 1989 to August of 2012 may be disposed of. The remaining recordings will be kept until the appropriate disposal date. Staff would request authorization to dispose of them at that time.

**PROPOSED ACTION:** That the Board of Trustees authorized staff to dispose the audio cassette recordings corresponding to approved minutes of previous Connect Transit Board of Trustees Regular Session meetings, dating in range from July of 1989 to August of 2012.



<b>REGULAR BOARD:</b>	<b>APPROVED</b>
06/27/1989	7/26/89
07/28/2001	8/28/01
09/25/2001	10/23/01
10/23/2001	11/27/01
11/27/2001	12/18/01
12/18/2001	1/29/02
12/18/01 Wkshp 2 tapes	1/29/02
01/10/02 Conf Call 2 tapes	1/29/02
09/24/2003	11/4/03
(Before) 10/2003	11/25/03
11 & 12/2003	12/18/03
	01/27/04
01/28/2003	02/25/03
02/25/2003	03/25/03
03/23/2003 & 04/2003	05/12/03
05/25/2004	06/22/04
06/2004	06/22/04
07 & 08/2004	8/31 & 10/14/04
09 & 10/2004	11/02/04
10 & 11/2004	11/30/04
11/30 & 12/21/2004	12/21/04 & 1/25/05
01/25/2005	02/22/05
02/2005	03/22/05
03/2005	04/26/05
04/2005	05/24/05
05/2005	06/30/05
06/30/2005	07/26/05
07/25/2005	08/30/05
08/30/2005	09/29/05
09/29/2005	11/01/05
10/25/2005	11/22/05
11/22/2005	12/20/05
12/20/2005	02/01/06
01/2006	02/28/06
02/2006	03/28/06
03/2006	04/25/06
04/2006	05/23/06
05/2006	06/27/06



<b>REGULAR BOARD:</b>	<b>APPROVED</b>
06/2006	07/25/06
09/26/2006	10/31/06
10/2006	11/28/06
11/2006 x 2 tapes	01/11/07
01/11/2007	01/30/07
02/27/2007	03/27/07
03/2007	04/24/07
04/2007	05/22/07
05/2007	06/26/07
06/2007	07/25/07
07/31/2007	09/06/07
09/06/2007	09/25/07
09/25/2007	10/23/07
11/27/2007	12/18/07
12/18/2007	01/22/08
01/22/2008	02/26/08
02/26/2008	03/25/08
03/25/2008	04/22/08
04/2008	05/27/08
05/27/2008	06/24/08
06/24/2008	07/29/08
07/29/2008	08/26/08
08/26/2008	09/23/08
09/23/2008	10/28/08
10/28/2008	11/25/08
11/25/2008	01/06/09
01/06/2009	01/27/09
01/27/2009	03/03/09
03/03/2009	03/31/09
03/31/2009	04/28/09
04/28/2009	05/26/09
05/26/2009	07/01/09
06/08/2009	07/01/09
07/01/2009	07/30/09
07/30/2009	08/25/09
08/25/2009	09/25/09
09/25/2009	10/27/09
10/27/2009	11/24/09



<b><u>REGULAR BOARD:</u></b>	<b><u>APPROVED</u></b>
11/24/2009	12/29/09
12/29/2009	01/26/10
01/04/2010 Spec Meeting	01/26/10
01/26/2010	02/23/10
02/23/2010	03/30/10
08/23/2011	09/27/11
09/27/2011 x 2 tapes	10/25/11
10/06/2011 Spec Meeting	11/22/11
10/25/2011 x 2 tapes	11/22/11
11/22/2011 x 2 tapes	01/24/12
01/24/2012	02/28/12
03/15/2012	04/03/12
02/28/2012	04/03/12
04/03/2012 Ann Meeting	05/01/12
05/01/2012 x 2 tapes	05/22/12
05/22/2012	06/26/12

(5 ILCS 120/2.06) (from Ch. 102, par. 42.06)

Sec. 2.06. Minutes; right to speak.

(a) All public bodies shall keep written minutes of all their meetings, whether open or closed, and a verbatim record of all their closed meetings in the form of an audio or video recording. Minutes shall include, but need not be limited to:

- (1) the date, time and place of the meeting;
- (2) the members of the public body recorded as either present or absent and whether the members were physically present or present by means of video or audio conference; and
- (3) a summary of discussion on all matters proposed, deliberated, or decided, and a record of any votes taken.

(b) A public body shall approve the minutes of its open meeting within 30 days after that meeting or at the public body's second subsequent regular meeting, whichever is later. The minutes of meetings open to the public shall be available for public inspection within 10 days after the approval of such minutes by the public body. Beginning July 1, 2006, at the time it complies with the other requirements of this subsection, a public body that has a website that the full-time staff of the public body maintains shall post the minutes of a regular meeting of its governing body open to the public on the public body's website within 10 days after the approval of the minutes by the public body. Beginning July 1, 2006, any minutes of meetings open to the public posted on the public body's website shall remain posted on the website for at least 60 days after their initial posting.

(c) The verbatim record may be destroyed without notification to or the approval of a records commission or the State Archivist under the Local Records Act or the State Records Act no less than 18 months after the completion of the meeting recorded but only after:

- (1) the public body approves the destruction of a particular recording; and



## MEMO

Date: March 18, 2014  
To: Board of Trustees  
Subject: Property and Casualty Insurance Renewal April 1, 2014 – March 31, 2015

**BACKGROUND:** Connect Transit's Property & Casualty Insurance coverage is renewing effective April 1, 2014. The current Broker is Assurance. The April 1, 2014 through March 31, 2015 insurance renewal represents a total cost of \$427,295 which reflects a \$7,751 decrease over last year's renewal. The renewal premium rates are included in this memo for review.

**KEY FEATURES:** The renewal rates include a 6% experience modification reduction for Workers Compensation insurance and a reduction in premium. Additionally, the Auto and Umbrella premium is reduced due to the loss experience to date.

**BUDGET INFORMATION:** Funds for this renewal will come from the FY2014 and FY2015 operating budget.

**PROPOSED ACTION:** That the Property & Casualty Insurance coverage be renewed, and the General Manager be authorized to execute the necessary documents.

Property and Casualty Insurance Renewal  
FY2014 - FY2015

<i>Carrier/AM Best Rating Coverage</i>	<i>Annualized Expiring Premium</i>	<i>Expiring rates adjusted to renewal exposure basis</i>	<i>Renewal Premium</i>
United Heartland – A- X <b>Workers' Compensation</b>	\$243,146	\$262,444	\$216,345
OneBeacon Insurance Company – A XI <b>Property, Equipment Breakdown, Inland Marine</b>	\$12,985	\$12,697	\$10,824
OneBeacon Insurance Company – A XI <b>Crime</b>	Included in Property	Included in Property	Included in Property
OneBeacon Insurance Company – A XI <b>General Liability</b>	\$6,573	\$6,573	\$6,573
OneBeacon Insurance Company – A XI <b>Automobile Liability</b>	\$128,149	\$151,033	\$145,746
OneBeacon Insurance Company – A XI <b>Automobile Comprehensive</b>	Included above	Included above	Included in above
OneBeacon Insurance Company – A XI <b>Umbrella</b>	\$36,148	\$42,604	\$40,399
OneBeacon Insurance Company – A XI <b>D&amp;O, EPLI</b>	\$3,798	\$3,798	\$3,798
Federal Insurance Company "Chubb" – A++ XI <b>Fiduciary</b>	\$4,247	\$4,247	\$3,610
<b>Total</b>	<b>\$435,046</b>	<b>\$483,396</b>	<b>\$427,295</b>