

RESOLUTION 19-103

**A RESOLUTION TO AUTHORIZE ANNUAL RENEWAL OF WORKER'S
COMPENSATION INSURANCE WITH PUBLIC ENTITY PARTNERS**

WHEREAS, the City of Spring Hill obtains worker's compensation insurance coverage through Public Entity Partners; and

WHEREAS, the policy renews July 1st of each fiscal year; and

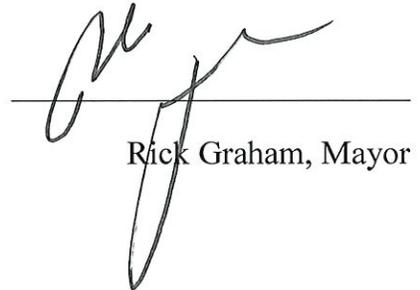
WHEREAS, the City of Spring Hill has received the renewal invoice for worker's compensation insurance coverage for the 2019-20 fiscal year; and

WHEREAS; funds for payment of the premium are included within the FY 2019-20 budget in General, Water/Sewer, Stormwater and Northfield Funds; and

WHEREAS, City staff has reviewed the invoice and recommends payment.

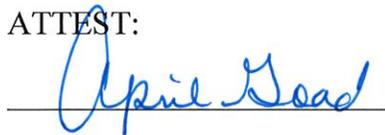
NOW, THEREFORE BE IT RESOLVED, that the City of Spring Hill authorizes the payment of \$379,526 for worker's compensation insurance renewal with Public Entity Partners.

Passed and adopted by the Board of Mayor and Aldermen of the City of Spring Hill, Tennessee on the 15th day of July, 2019.



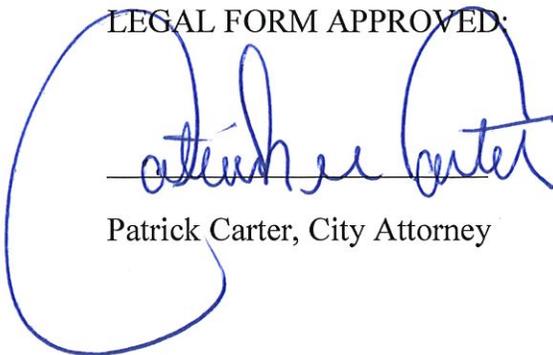
Rick Graham, Mayor

ATTEST:



April Goad, City Recorder

LEGAL FORM APPROVED:



Patrick Carter, City Attorney



**City of Spring Hill
Budget & Finance Advisory Committee
and
Board of Mayor and Aldermen**

**Annual Renewal of Worker's Compensation
Insurance with Public Entity Partners**

Date: June 17, 2019

Memo to: Budget & Finance Advisory Committee and BOMA

From: Patti Amorello, Finance Director

Re: Annual Renewal of Worker's Compensation Insurance with Public Entity Partners

**RESOLUTION 19-103 – AUTHORIZE ANNUAL RENEWAL OF WORKER'S
COMPENSATION INSURANCE WITH PUBLIC ENTITY PARTNERS – FINANCE
DEPARTMENT.**

BACKGROUND INFORMATION: The City of Spring Hill obtains Workers' Compensation insurance coverage through Public Entity Partners and the policy renews July 1 of each year. An invoice for the FY 2019-20 Workers' Compensation insurance premium renewal has been received from Public Entity Partners and is due for payment in the amount of \$379,526. The adjusted premium for fiscal year 2018-19 was \$346,882.

The gross premium increased by 10% from last year to 401,343 and the member dividend credit issued by Public Entity Partners increased from \$17,970 to \$21,817. Although the base rate for workers comp premiums decreased, the net premium for workers' comp insurance increased by \$32,644 (9%) when compared to FY 2018-19 as a combined result of an increase total covered payroll (3%) and a reduced experience modification (credit) due to the City having multiple high claims.

Public Entity Partners administers payment of claims, which is coordinated with the City's Personnel Department. The premium breakdown for FY 2019-20 by fund is:

General Fund	\$314,906.66
Water/Sewer Fund	52,575.88
Northfield	2,872.83
MS4(Stormwater)	<u>9,170.63</u>
Total	\$379,526.00

Funds are budgeted and unencumbered within the Insurance Premiums line items in departments within the General, Water/Sewer, Northfield and MS4 (Stormwater) funds to pay workers' compensation insurance premiums in the amounts of \$314,907, \$52,576, \$2,873 and \$9,171, respectively.

The Board of Mayor & Aldermen is requested to approve the renewal of City workers' compensation insurance and to authorize payment to the Public Entity Partners in the amount of \$379,526.

ATTACHMENTS: Resolution 19-103 copy of invoice dated June x, 2019.

RECOMMENDATION: Approve Resolution 19-103 and authorize payment of related invoice in the amount of \$379,526.



WORKERS COMPENSATION AND EMPLOYERS LIABILITY POLICY

Policy Number: PWC-0300-20

DECLARATIONS

Ren/Rewrite of: TWC-0300-19

<p>ITEM 1. INSURED SPRING HILL, CITY OF PO BOX 789 SPRING HILL, TN 37174</p>	<p>AGENT DIRECT PO BOX 789 SPRING HILL, TN 37174</p>
--	--

ITEM 2. POLICY PERIOD: From 07/01/2019 to 07/01/2020 12:01 A.M. Standard Time at the Insured's Mailing Address

ITEM 3A. WORKERS COMPENSATION COVERAGE Section One of the Policy applies to the Workers Compensation Law of the State of Tennessee

ITEM 3B. EMPLOYERS LIABILITY COVERAGE Section Two of the Policy applies to work in each state listed in Item 3A.

THE LIMITS OF OUR LIABILITY UNDER SECTION TWO ARE:

BODILY INJURY BY ACCIDENT	\$ 1,000,000	EACH ACCIDENT
BODILY INJURY BY DISEASE	\$ 1,000,000	POLICY LIMIT
BODILY INJURY BY DISEASE	\$ 1,000,000	EACH EMPLOYEE

ITEM 3C. OTHER STATES COVERAGE Section Three of the Policy applies to the states, if any, listed here. All States except ND, WA, WY, OH and those listed in 3A.

ITEM 4. FORMS, SCHEDULES AND ENDORSEMENTS APPLICABLE TO ALL COVERAGE PARTS

- WC Declarations 7-1-2015
- WC Schedule 7-1-2015
- Endorsement - Voluntary Compensation Medical 7-1-2017
- Endorsement - Voluntary Compensation Accident 7-1-2017
- Deductible Endorsement 7-1-2015
- Workers Comp Coverage Policy 7-1-2019

ITEM 5. In return for the payment of premium for each policy period and subject to all of the terms of the policy, the insurer agrees to provide you with the coverages reflected on this declaration page and attached schedule. Coverage for each policy period applies independently. Adjustment of the premium will be made annually by audit after the expiration of each policy period.

ITEM 5A. PER OCCURRENCE DEDUCTIBLE: \$1,000
VOLUNTARY ACCIDENT WEEKLY BENEFIT: \$350

ONE YEAR POLICY	
Premium for this Policy Period	
MANUAL PREMIUM	\$657,078
INCREASED LIMITS FACTOR	1.028
EXPERIENCE MODIFICATION	.933
SCHEDULE MODIFICATION	.800
OTHER PREMIUM MODIFICATION	.950
DEDUCTIBLE/RETENTION FACTOR	.900
ONE YEAR POLICY FACTOR	.980
TN DRUG FREE WORKPLACE FACTOR	.960
COMBINED MODIFICATION FACTOR	.6108
TOTAL ESTIMATED POLICY PREMIUM	\$401,343

REBATE 21,817

\$379,526

WORKERS COMPENSATION SCHEDULE

INSURED: 2363 SPRING HILL, CITY OF

Policy Number: PWC-0300-20
Effective Date: 07/01/2019

WORKERS COMPENSATION COVERAGE						
CLASSIFICATION	CODE	# of Empl		ANNUAL PAYROLL	NET RATE	NET PREMIUM
		FT	PT			
Ambulance Service Drivers/Emergency Medical Service	7370	0	0	0	4.926	0.00
Animal Control	8831	0	0	0	3.968	0.00
Automobile Repair Shop	8380	2	0	80,020	4.138	3,311.23
Building/Maintenance	9015	3	0	121,963	4.370	5,329.78
Cemeteries	9220	0	0	0	5.231	0.00
City Managers/Administrative	8742	2	0	264,993	0.460	1,218.97
Clerical/Office	8810	37	2	2,140,385	0.179	3,831.29
Electric Distribution (excluding Clerical)	7539	0	0	0	3.367	0.00
Firefighters	7704	58	0	3,099,962	3.037	94,145.85
Garbage or Refuse Collection and Drivers (including Landfill)	9403	0	0	0	5.960	0.00
Gas Distribution (excluding Clerical)	7502	0	0	0	2.529	0.00
Housing Authority - Administrative	8742	0	0	0	0.619	0.00
Housing Authority - Building/Maintenance	9015	0	0	0	3.327	0.00
Housing Authority - Clerical	8810	0	0	0	0.227	0.00
Inspectors - Outside	9410	9	0	495,062	3.795	18,787.60
Parks and Recreation	9102	4	8	286,887	2.971	8,523.41
Police Officers (excluding Dispatchers)	7720	59	0	3,069,609	4.421	135,707.41
Public Library or Museum	8810	8	6	452,036	0.208	940.23
School (Bus Drivers)	7380	0	0	0	3.524	0.00
Schools (Professional Employees and Clerical)	8868	0	0	0	0.219	0.00
Schools (All Other)	9101	0	0	0	1.908	0.00
Sewage Disposal Plant Operation	7580	8	0	379,738	2.476	9,402.31
Sewer Cleaning/Maintenance	9402	6	0	258,710	3.906	10,105.21
Social Services	8742	0	0	0	1.263	0.00
Street Cleaning	9402	5	0	260,616	3.697	9,634.97
Street/Road Paving and Maintenance	5506	22	1	874,946	7.498	65,603.45
Waterworks (excluding Clerical)	7520	20	0	962,556	3.584	34,498.01
Welfare and Transit Bus Drivers	7382	0	0	0	5.653	0.00
VOLUNTARY COMPENSATION MEDICAL COVERAGE						
CLASSIFICATION	CODE	# of Empl		ANNUAL PAYROLL	NET RATE	NET PREMIUM
		FT	PT			
Volunteer Firefighters	7704	0	0	0	21.164	0.00
Auxiliary/Reserve Police Officers	7720	0	0	0	20.969	0.00
Volunteer Medical Providers	7370	0	0	0	21.164	0.00
Elected Officials	8742	0	9	0	6.169	55.52
VOLUNTARY COMPENSATION ACCIDENT COVERAGE						
CLASSIFICATION	CODE	# of Empl		ANNUAL PAYROLL	NET RATE	NET PREMIUM
		FT	PT			
Volunteer Firefighters	7704	0	0	0	110.555	0.00
Auxiliary/Reserve Police Officers	7720	0	0	0	90.398	0.00
Volunteer Medical Providers	7370	0	0	0	110.555	0.00
Elected Officials	8742	0	9	0	27.486	247.37
TOTALS		243	26	12,747,483		401,343

**WORKERS COMP - 7/1/2019-7/1/2020
PREMIUM BREAKDOWN**

DEPARTMENT	ORIGINAL PREMIUM	PREMIUM W/ DIVIDEND CREDIT (\$21,817.00)	G/L CODING
BUILDING/MAINTENANCE - GENERAL	\$ 2,291.81	\$2,167.22	110-41800-510 STREETS & HWYS
BUILDING/MAINTENANCE- NORTHFIELD	\$ 3,037.97	\$2,872.83	123-45000-510 NORTHFIELD
AUTOMOBILE REPAIR SHOP	\$ 3,311.23	\$3,131.23	110-43100-510 STREETS & HWYS
CITY MANAGERS/ADMIN	\$ 1,218.97	\$1,152.71	110-41100-510 LEGISLATIVE
CLERICAL/OFFICE	\$ 128.73	\$121.73	110-41100-510 LEGISLATIVE
CLERICAL/OFFICE	\$ 492.32	\$465.56	110-41500-510 FINANCE
CLERICAL/OFFICE	\$ 120.69	\$114.13	110-41650-510 HUMAN RESOURCES
CLERICAL/OFFICE	\$ 250.95	\$237.31	110-41600-510 IMS
CLERICAL/OFFICE	\$ 388.11	\$367.01	110-42100-510 POLICE
CLERICAL/OFFICE	\$ 90.42	\$85.50	110-42200-510 FIRE
CLERICAL/OFFICE	\$ 325.28	\$307.59	110-41710-510 PLANNING AND ZONING
CLERICAL/OFFICE	\$ 139.08	\$131.52	110-41720-510 BUILDING AND CODES
CLERICAL/OFFICE	\$ 56.32	\$53.26	110-43100-510 STREETS & HWYS
CLERICAL/OFFICE	\$ 81.99	\$77.53	110-44800-510 LIBRARY
CLERICAL/OFFICE	\$ 101.91	\$96.37	110-47200-510 ECONOMIC DEVELOPMENT
CLERICAL/OFFICE	\$ 62.83	\$59.42	416-42425-510 MS4
CLERICAL/OFFICE	\$ 1,592.67	\$1,506.09	410-52316-510 ADMIN, BILLING, COLLECTIONS
FIREFIGHTERS	\$ 94,145.85	\$89,028.08	110-42200-510 FIRE
INSPECTORS - OUTSIDE (CODES)	\$ 10,708.93	\$10,126.79	110-41720-510 BLDG & PLANNING
INSPECTORS - OUTSIDE (STREETS)	\$ 8,078.67	\$7,639.51	110-43100-510 STREETS & HWYS
PARKS AND RECREATION	\$ 8,523.41	\$8,060.08	110-44700-510 PARKS & REC
POLICE OFFICERS (EXCLUDING DISPATCHERS)	\$ 135,707.41	\$128,330.63	110-42100-510 POLICE
PUBLIC LIBRARY	\$ 940.23	\$889.12	110-44800-510 LIBRARY
SEWAGE DISPOSAL PLANT OPERATION	\$ 9,402.31	\$8,891.20	410-52200-510 WASTEWATER PLANT
SEWER CLEANING AND MAINTENANCE	\$ 10,105.21	\$9,555.89	410-52211-510 SEWER COLLECTION
STREET CLEANING - STORMWATER MS4	\$ 9,634.97	\$9,111.21	416-42425-510 MS4
STREET/ROAD PAVING AND MAINTENANCE	\$ 65,603.45	\$62,037.25	110-43100-510 STREETS & HWYS
WATERWORKS (EXCLUDING CLERICAL) - WTP	\$ 19,318.89	\$18,268.71	410-52110-510 WATER TREATMENT
WATERWORKS (EXCLUDING CLERICAL) - WATER DIS	\$ 15,179.12	\$14,353.99	410-52100-510 WATER DISTRIBUTION
ELECTED OFFICIALS	\$ 302.89	\$286.42	110-41100-510 LEGISLATIVE
TOTALS	\$401,343	\$379,526	

WORKERS COMP - 7/1/2019-7/1/2020
PREMIUM BREAKDOWN

2018-2019 PREMIUM PAID
 \$277,029

GENERAL FUND -	\$314,907
WATER/SEWER FUND -	\$52,576
MS4	\$9,171
NORTHFIELD	\$2,873
TOTAL	\$379,526

DIVIDEND CREDIT RATE
 0.945640
 0.94564

\$2,872.83	123-45000-510	NORTHFIELD
\$75,028.47	110-41800-510	STREETS & HWYS
\$1,560.87	110-41100-510	LEGISLATIVE
\$465.56	110-41500-510	FINANCE
\$114.13	110-41650-510	HUMAN RESOURCES
\$237.31	110-41600-510	IMS
\$128,697.74	110-42100-510	POLICE
\$89,113.58	110-42200-510	FIRE
\$307.59	110-41710-510	PLANNING AND ZONING
\$10,258.31	110-41720-510	BUILDING AND CODES
\$966.65	110-44800-510	LIBRARY
\$96.37	110-47200-510	ECONOMIC DEVELOPMENT
\$8,060.08	110-44700-510	PARKS & REC
\$314,906.66		
\$9,170.63	416-42425-510	MS4
\$1,506.09	410-52316-510	ADMIN, BILLING, COLLECTIONS
\$8,891.20	410-52200-510	WASTEWATER PLANT
\$9,555.89	410-52211-510	SEWER COLLECTION
\$18,268.71	410-52110-510	WATER TREATMENT
\$14,353.99	410-52100-510	WATER DISTRIBUTION
\$52,575.88		
\$379,526.00		



PUBLIC ENTITY PARTNERS

(Formerly The Pool)

(800) 624-9698

www.PEpartners.org

Invoice Date: 7/1/2019

Invoice Due Date: 8/15/2019

Invoice Number: 2015999-IN

SPRING HILL, CITY OF
PO BOX 789
SPRING HILL, TN 37174-0789

Location Code: 2363

Agent Number: 0000

Account Number: 10-0110400

Policy No.: PWC-0300-20

Policy Period: 07/01/2019 to 07/01/2020

Billing Period: 07/01/2019 to 07/01/2020

Code	Description of Coverages	Amount
13C	WORKERS' COMPENSATION	\$401,343.00
DCW	MEMBER DIVIDEND CREDIT - WCP	\$(21,817.00)

BOMA
approval
7/15/19

See attached
 Account # / Object Code _____
 Purchase Order # _____
 Partial Complete Date Approved _____
 Department Head Signature _____

Please send a copy of invoice with payment to:

Total Invoice: \$379,526.00

PUBLIC ENTITY PARTNERS PO BOX 116553 ATLANTA, GA 30368-6553

FINANCE CHARGES ACCRUE AT 1.0% PER MONTH AFTER INVOICE DUE DATE

<u>General Fund</u>	<u>Workers Comp</u>
110-41800-510	2,167.22
110-43100-510	72,861.25
110-41100-510	1,560.87
110-41500-510	465.56
110-41650-510	114.13
110-41600-510	237.31
110-42100-510	128,697.74
110-42200-510	89,113.58
110-41710-510	307.59
110-41720-510	10,258.31
110-44800-510	966.65
110-47200-510	96.37
110-44700-510	8,060.08
Total General	\$ 314,906.66

<u>Water/Sewer</u>	
410-52316-510	1,506.09
410-52200-510	8,891.20
410-52211-510	9,555.89
410-52110-510	18,268.71
410-52100-510	14,353.99
Total Water/Sewer	\$ 52,575.88

<u>MS4-Stormwater</u>	
416-42425-510	\$ 9,170.63

<u>Tourism</u>	
140-47210-510	

<u>Northfield</u>	
123-45000-510	\$ 2,872.83

Total all	\$ 379,526.00
-----------	---------------



April 18, 2019

April Goad
PO Box 789
Spring Hill, TN 37174

Dear April Goad,

I am happy to announce that the Board of Directors for Public Entity Partners has declared a \$6,500,000 dividend to be returned to members for policies renewing during the 2019/2020 fund year. Dividends are based upon a number of factors, including each member's historical loss ratios. Any qualifying dividend is applied as a credit to the renewal invoices of qualifying members for policies with effective dates between July 1, 2019 and June 30, 2020.

Please remember that dividends vary from year to year based on the combined losses of all Public Entity Partners members. As part of this return, the City Of Spring Hill is eligible to receive a total of \$45,728.00, which is broken out by the following lines of coverage:

Workers' Compensation: \$21,817.00
Liability: \$19,436.00
Property: \$4,475.00

As a partner serving to protect, we appreciate the opportunity to work with you. If you would like to learn more about Public Entity Partners, the dividend, or any of our other services, please contact, Callie Westerfield, Director of Member Services, at CWesterfield@PEpartners.org or 615.371.6022, or feel free to reach out to me directly.

As always, we sincerely appreciate your continued dedication to Public Entity Partners.

Sincerely,

A handwritten signature in cursive script that reads 'Dawn R. Crawford'.

Dawn Crawford
President/CEO