

**PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS**

**AGENDA ITEM SUMMARY**

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<b>Meeting Date:</b> October 1, 2013	<input checked="" type="checkbox"/> Consent	<input type="checkbox"/> Regular
	<input type="checkbox"/> Ordinance	<input type="checkbox"/> Public Hearing
<b>Department:</b> Risk Management		
<b>Submitted By:</b> Risk Management		
<b>Submitted For:</b> Airports		

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**I. EXECUTIVE BRIEF**

**Motion and Title:** Staff recommends motion to approve: **A)** The purchase of airport liability insurance, for the period October 10, 2013 through October 10, 2014; to be purchased through the County's contracted broker, Arthur J. Gallagher & Co. for a total not to exceed cost of \$121,000; and **B)** A correction to the County's Self Insured Retention Plan (SIRP) Document to accurately reflect the \$500 deductible for auto comprehensive and collision losses.

**Summary:** The not-to-exceed estimated total cost of \$121,000 for airport liability insurance represents a 5% increase over the expiring premium of \$115,093 and is attributable to additional federal fees. The overall aviation insurance market is stable and the County's proactive approach to controlling losses continues to keep premiums very reasonable for an agency of this size. The correction to the SIRP is needed to simplify deductibles in accordance with the reporting guidelines set forth in Countywide PPM CW-F-075. Countywide (TKF)

**Background and Justification (or Policy Issues):** Risk Management, on behalf of the Department of Airports purchases airport liability insurance with limits of \$150,000,000 covering the operations at PBIA as well as the County's three general aviation airports. Coverage is placed through the County's contracted insurance broker Arthur J. Gallagher & Co. under Contract No. 10-042R/LJ. The SIRP was approved on November 1, 1990 and last amended on April 2, 2013; however a subsequent review of the amended SIRP revealed that the current department deductible of \$500 for auto comprehensive and collision losses was not reflected.

**Attachments:**

- 1) Budget Availability Statement, Liability Insurance Renewal - Airports

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<b>Recommended By:</b> <u>Nancy L. Belton</u>	<u>9/5/13</u>
Department Director	Date

<b>Approved By:</b> <u>[Signature]</u>	
County/Deputy/Assistant County Administrator	Date

## II. FISCAL IMPACT ANALYSIS

### A. Five Year Summary of Fiscal Impact

Fiscal Years	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
Capital Expenditures	_____	_____	_____	_____	_____
Operating Costs	_____	121,000	_____	_____	_____
External Revenues	_____	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
Net Fiscal Impact	_____	<u>121,000</u>	_____	_____	_____

### # ADDITIONAL FTE

POSITIONS (Cumulative)	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
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Is Item Included In Current Budget?    Yes    X    No

Budget Account	Exp No.:	Fund	<u>4100</u>	Dept	<u>120</u>	Unit	<u>Various</u>	Obj	<u>4501</u>
	Rev No.:	Fund	_____	Dept	_____	Unit	_____	Obj	_____

### B. Recommended Sources of Funds/Summary of Fiscal Impact:

C. Departmental Fiscal Review: Jessica Koles

## III. REVIEW COMMENTS

### A. OFMB Fiscal and/or Contract Dev. and Control Comments:

[Signature] 9/11/13  
 AM 9/10/13 OFMB #10 99 29/10

[Signature] 9/11/13  
 Contract Dev. and Control 9-11-13 Bldg

### B. Legal Sufficiency:

[Signature] 9/11/13  
 Assistant County Attorney

### C. Other Department Review:

\_\_\_\_\_  
 Department Director

# BUDGET AVAILABILITY STATEMENT

## Airports Liability Insurance

REQUEST DATE: 8/29/2013 REQUESTED BY Scott Marting PHONE: 233-5432

AMOUNT: \$ 121,000 AGENDA DATE: 10/1/2013

### BUDGET ACCOUNT NUMBER (IF KNOWN)

FUND: 4100 DEPT: 120 UNIT: various OBJ: 4501

### FUNDING SOURCE:

BAS APPROVED BY: CM Summ DATE: 8/30/13

6,050.00	4100	120	1230	4501
6,050.00	4100	120	1240	4501
1,210.00	4100	120	1250	4501
1,210.00	4100	120	1280	4501
42,350.00	4100	120	1320	4501
12,100.00	4100	120	1340	4501
1,210.00	4100	120	1410	4501
19,360.00	4100	120	1430	4501
6,050.00	4100	120	1451	4501
1,210.00	4100	120	1452	4501
24,200.00	4100	120	1550	4501
\$ 121,000.00				

Revised 03/30/04

RISK MGMT.  
Received  
SEP 03 2013  
DEPT.