

California Association for Park and Recreation Indemnity

Board of Directors

President, Lindsay Woods
Vice President, Dean Wetter
Secretary, Colin Miller

Directors

Ms. Lorena Cervantes
Mr. Jim Friedl
Mr. Mathew Fuzie
Mr. Larry Mazzuca

REGULAR MEETING OF THE BOARD OF DIRECTORS

12:30 p.m.– Tuesday, February 25, 2020

Hilltop Park Center
Upper Activity Room 1
871 Jessie Street
Monterey, CA 93940
(831) 646-3975

In compliance with the Brown Act, this meeting is being conducted by teleconference from:
403 W. Hillcrest Drive, Thousand Oaks, CA 91360
901 W. Esplanade Ave., San Jacinto, CA 92582

Each teleconference location is open to the public and any member of the public has an opportunity to address the Board from a teleconference location in the same manner as if that person attended the regular meeting location. The Board will control the conduct of the meeting and determine the appropriate order and time limitations on public comments from teleconference locations.

*Note: Agenda posting and meeting are done in accordance with Ralph M. Brown Act
Government Code § 54954.2 and 54953*

Agenda
Regular Meeting of the Board of Directors
February 25, 2020

1. CALL TO ORDER

2. INTRODUCTIONS

3. PUBLIC COMMENTS

This time is reserved for members of the public to address the Board relative to matters of the CAPRI not on the agenda. No action may be taken on non-agenda items unless authorized by law.

Welcome to our Board of Directors Meeting. The Board encourages public participation. If you desire to address the Board on any CAPRI related matter or item on the Agenda, you are asked to please fill out one of the speaker forms in the back of the meeting room and turn it in to the Executive Director. When called upon, please come forward, and state your name and address before addressing the Board. Please limit your comments to 3 minutes per speaker.

Please note that if you address the Board on items NOT on the Agenda, the Brown Act does not allow discussion of such items. Therefore, the Board may only do the following: refer the matter to staff, ask for additional information, request a report back, or give a very limited factual response.

4. CLOSED SESSION CLAIMS

Pursuant to Government Code Section 54957.1, the Board must report in open session any action taken, or lack thereof, taken in closed session.

4.1 Worker's Compensation – Existing Litigation Pursuant to Government Code § 54956.9(d)(1)

- Hartshorn v. Orangevale Recreation & Park District
- Mesqueda v. Ambrose Recreation & Park District
- Patton v. Cordova Recreation & Park District
- 2019 Claims Results
- 2015-2019 Claims Results
- Closures/Settlements since November 2019

4.2 Liability & Property – Existing Litigation Pursuant to Government Code § 54956.9(d)(1)

- Allegro v. Rancho Simi Recreation & Park District
- Gilbert v. Paradise Recreation & Park District
- Truckee-Donner Recreation & Park District Property Loss Claim
- Liability Report \$5K Settlement Summary

Agenda
Regular Meeting of the Board of Directors
February 25, 2020

- 4.3 Liability & Property – Existing Litigation Pursuant to Government Code § 54956.9(d)(1)**
- CAPRI v. PG&E
 - CAPRI v. Southern California Edison
- 4.4 Conference with Real Property Negotiators - Pursuant to Government Code section § 54954.5(b)**
- One (1) property
- Property: 6341 Auburn Blvd., Suite A, Citrus Heights, CA 95621
 - Agency Negotiator: Kidder Matthews
 - Under Negotiation: Sales price and/or lease terms
- 4.5 Anticipated Litigation Pursuant to Government Code section § 54956.9(d)(2) (significant exposure to litigation)**
- Three (3) potential cases
- 5. REPORT FROM CLOSED SESSION**
- Pursuant to Government Code Section 54957.1, the Board must report in open session any action taken, or lack thereof, taken in closed session.*
- 6. CONSENT ITEMS**
- The following items are expected to be routine and non-controversial and will be acted upon by the Board at one time without discussion, unless a Board member requests that an item be removed from the consent agenda and held for discussion.*
- 6.1 Approval of CAPRI Board Minutes**
- November 22, 2019
- 6.2 LAIF Regular Monthly Statement – January 2020**
- 6.3 Warrant Listings for the months October 2019 – December 2019**
- 6.4 Statement of Net Position**
- 6.5 Statement of Revenue and Expenses Budget to Actual**
- 6.6 Statement of Revenue, Expenses, and Change in Net Position**
- 7. PULLED CONSENT ITEMS**
- 8. DISCUSSION/ACTION ITEMS**
- The CAPRI Board of Directors will review and discuss taking appropriate action or inaction with respect to the following matters:*

Agenda
Regular Meeting of the Board of Directors
February 25, 2020

- 8.1 GL & Property Member Application – Cazadero CSD**
 - The Board shall review and consider the application for membership by Cazadero Community Services District and determine whether to authorize conditional interim membership in the CAPRI Liability & Property Program.
- 8.2 WC Member Application – Silverado-Modjeska Rec & Park District**
 - The Board shall review and consider the application for membership by Silverado-Modjeska Recreation & Park District and determine whether to authorize membership in the CAPRI Workers' Compensation Program.
- 8.3 CAPRI Policy & Procedure Review - Membership**
 - The Board shall review and consider proposed revisions to CAPRI's Policy and Procedures Manual with respect to admission procedures for new members.
- 8.4 WC Premium Allocation Formula Review**
 - The Board shall review and consider proposed modifications to the Workers' Compensation Premium allocation formula.
- 8.5 Resolution No. 1-2020 – SAMS Coverage**
 - The Board shall review and consider the adoption of a resolution declaring the intent of CAPRI with respect to all Memoranda of Coverage as to sexual assault and molestation claims.
- 8.6 CAPRI MOC Exclusion Review**
 - The Board shall review and consider whether modifications to the CAPRI Memorandum of Coverage are appropriate as it relates to certain wage related damages.
- 8.7 CAPRI Safety Awards**
 - The Board shall review and approve the CAPRI Safety Awards for Cycle XVI.
- 8.8 CAPRI BOD Meeting Calendar 2020**
 - The Board shall review and approve the revised 2020 CAPRI BOD Meeting Calendar.

Agenda
Regular Meeting of the Board of Directors
February 25, 2020

8.9 CAPRI BOD Election of Officers 2020

- Per CAPRI Bylaws, the Board President shall call for the Board to elect a President, Vice President, and Secretary from among its members, and will appoint the Executive Director as the Board's Treasurer.

President

- Call for nominations
- Close of nominations
- Vote

Vice President

- Call for nominations
- Close of nominations
- Vote

Secretary

- Call for nominations
- Close of nominations
- Vote

Appointment of Executive Director as Board Treasurer

- Call for nominations
- Close of nominations
- Vote

9. SPECIAL REPORTS

CAPRI consultants will report on the following topics:

9.1 Investment Status Report - PFM

9.2 Insurance Market Update – Alliant Insurance Services

10. EXECUTIVE DIRECTOR/STAFF REPORTS

The Executive Director and Staff will report on the following topics:

10.1 District Visits Update

10.2 CAPRI Member Trainings Update

10.3 CAPRI Staff Trainings Update

10.4 CARPD Conference Update

10.5 CAPRI BOD Retreat Summary

10.6 News of Note

11. BOARD MEMBER REPORTS

11.1. Board Member Comments

Agenda
Regular Meeting of the Board of Directors
February 25, 2020

12. FUTURE AGENDA ITEMS

This section is reserved for items identified by Board members and Staff as matters for future Board business.

TARGET DATE –APRIL/MAY 2020

- 12.1 New CAPRI Board Member Orientation Packet
- 12.2 DAC Services Contract
- 12.3 WC & Liability Loss Premium Comparison
- 12.4 Board Manual Review
- 12.5 CAPRI Bylaws Revisions
- 12.6 2020-2021 Budget Review
- 12.7 Liability/Property Program Funding Review
- 12.8 WC Program Funding Review
- 12.9 CAPRI Audit Report
- 12.10 Liability/Property Actuarial Analysis
- 12.11 WC Actuarial Analysis

13. ANNOUNCEMENTS

The next CAPRI Board of Directors meeting will be held on a date of convenience for the CAPRI Board Members on April 22, 2020 via teleconference.

14. ADJOURNMENT

Compliance with the Americans with Disabilities Act

If you need special assistance to participate in this meeting, you should contact CAPRI at (916) 722-5550. Notification at least 72 hours prior will enable CAPRI to make reasonable arrangements to ensure accessibility to this meeting.

BOARD OF DIRECTORS REGULAR MEETING

Desert Recreation District
77865 Avenida Montezuma | La Quinta | CA | 92253

November 22, 2019

MINUTES

1. **CALL TO ORDER:**

A regular meeting of the Board of Directors was held on November 22, 2019 at Desert Recreation District, La Quinta Community Center, 77865 Avenida Montezuma, La Quinta, 92253 CA at 12:55 p.m.

Members Present: President Lindsay Woods, Vice President Dean Wetter, Secretary Colin Miller, Director Lorena Cervantes, Director Jim Friedl, Director Mathew Fuzie, and Director Larry Mazzuca.

Members Absent: None.

CAPRI Staff: Mr. Matthew Duarte

Others Present: Mr. Byrne Conley (Gibbons & Conley), Mr. Doug Wozniak (Alliant Insurance), Ms. Dori Zumwalt (York Risk Services), and Mr. Tim Mahoney (DAC). Mr. Chuck Torretta (George Hills) and Ms. Allison Kaune (PFM) appeared via telephone.

2. **INTRODUCTIONS:**

None.

3. **PUBLIC COMMENTS:**

None.

4. **CLOSED SESSION:**

The Board convened to Closed Session at 12:55 p.m. regarding the following matters:

- Bishop vs. West Side Recreation & Park District
- Cameron vs. Hayward Recreation & Park District
- Judd vs. Rancho Simi Recreation & Park District
- Petersen vs. Desert Recreation District
- Allegro vs. Rancho Simi Recreation & Park District

- Alward vs. Greater Vallejo Recreation & Park District
- Moss vs. Rancho Simi Recreation & Park District
- Tounget vs. Valley-Wide Recreation & Park District
- West Side Property Loss Claim
- Liability Report \$5K Meeting Summary
- 2019 Settlement Summary
- One potential case involving initiation of litigation

The Board later convened to Closed Session again at the end of the meeting at 5:00 p.m. regarding the following item:

- Public Employee Evaluation – Executive Director

5. REPORT FROM CLOSED SESSION:

The Board reconvened to Open Session at 1:58 p.m. pursuant to Government Code Section 54957.1, the Board must report in open session any action taken, or lack thereof, taken in closed session.

On a Motion by Secretary Miller, seconded by Director Mathew Fuzie, the Board voted 6-0 to approve the initiation of litigation against Southern California Edison. Director Jim Friedl abstained from the vote.

Later in the meeting after Closed Session on item 4.4, the Board reconvened to Open Session at 5:22 p.m. pursuant to Government Code Section 54957.1, the Board must report in open session any action taken, or lack thereof, taken in closed session.

No reportable action.

6. CONSENT AGENDA:

- 6.1 CAPRI Board Minutes
 - September 18, 2019
- 6.2 LAIF Regular Monthly Statement – October 2019
- 6.3 Warrant Listings for the months July 2019 – September 2019
- 6.4 Statement of Revenue and Expenses Budget to Actual
- 6.5 Statement of Revenue, Expenses, and Change in Net Position

MOTION:

Director Mazzuca made a motion to approve consent items #6.1 – #6.5. Vice President Wetter seconded the motion.

Ayes: Woods, Wetter, Miller, Cervantes, Friedl, Fuzie, and Mazzuca.
Nays: None
Abstain: None

7. PULLED CONSENT ITEMS:

None.

8. DISCUSSION/ACTION ITEMS:

8.1 Investment Policy Review

The Board of Directors conducted its annual Investment Policy Review. Based upon the recommendations of PFM and Ms. Allison Kaune, a proposed revision was discussed in light of a recent change in the reporting requirements under the California Government Code.

MOTION:

Director Friedl made a motion to approve the revisions to the CAPRI Investment Policy as proposed. Secretary Miller seconded the motion.

Ayes: Woods, Wetter, Miller, Cervantes, Friedl, Fuzie, and Mazzuca.
Nays: None
Abstain: None

8.2 WC & GL/Property Programs Dividend Distribution Review

The Board reviewed and discussed whether it is appropriate to revise its dividend/discount practices and whether to distribute dividends to the membership in the Workers' Compensation and Liability & Property Programs.

MOTION:

Vice President Wetter made a motion to implement a revised Discount program for multi-program participants as identified in Staff's Report as Option 3(a) & 3(b)(iv). Director Friedl seconded the motion.

Ayes: Woods, Wetter, Miller, Cervantes, Friedl, Fuzie, and Mazzuca.
Nays: None
Abstain: None

8.3 ADA Assessment Results Review

The Board reviewed and discussed the results of the recent ADA Assessment program with DAC representative Mr. Tim Mahoney. The Board further discussed whether a contract for trainings and/or a Transition Plan discount/reimbursement

program would best serve the membership. General direction was provided to Staff begin contract negotiations with DAC for the provision of model policies, ADA training sessions, and an ADA Transition Plan services agreement and return at a future meeting with options for Board to consider and approve.

8.4 District Visitation Criteria & Scoring System Review

The Board reviewed and discussed the District Visitation criteria and Scoring system revisions and provided further input as to any changes to consider in advance of the upcoming District XVII Cycle.

8.5 GL & Property Member Application – Cazadero CSD

The Board reviewed and considered the application for membership by Cazadero Community Services District and whether to authorize conditional interim membership in the CAPRI Liability & Property Program.

MOTION:

Secretary Miller made a motion to conditionally approve Cazadero Community Services District as an interim member of the CAPRI GL & Property program pending completion of the application and ratification by the Board at its next regularly scheduled Board Meeting. Director Mazzuca seconded the motion.

Ayes: Woods, Wetter, Miller, Cervantes, Friedl, Fuzie, and Mazzuca.

Nays: None

Abstain: None

8.6 Alliant Property Appraisal Program

The Board reviewed and discussed participation in the Alliant Property Appraisal Program Review.

MOTION:

Secretary Miller made a motion to proceed with the Alliant Property Appraisal Program. Director Fuzie seconded the motion.

Ayes: Woods, Wetter, Miller, Cervantes, Friedl, Fuzie, and Mazzuca.

Nays: None

Abstain: None

8.7 Office Needs Assessment

The Board reviewed and discussed the CAPRI Office needs and weighed the continued investment in the CAPRI owned building located in Citrus Heights.

MOTION:

Secretary Miller made a motion to authorize the Executive Director to contract with a licensed commercial real estate broker for the listing for sale of the facility commonly known as 6341 Auburn Blvd., Citrus Heights, California. Director Mazzuca seconded the motion.

Ayes: Woods, Wetter, Miller, Cervantes, Friedl, Fuzie, and Mazzuca.

Nays: None

Abstain: None

8.8 Approval of 2018/2019 WC Final Payroll

The Board of Directors reviewed and discussed the 2018/2019 WC Final Payroll.

MOTION:

Vice President Wetter made a motion to approve the 2018/2019 WC Final Payroll. Director Fuzie seconded the motion.

Ayes: Woods, Wetter, Miller, Cervantes, Friedl, Fuzie, and Mazzuca.

Nays: None

Abstain: None

8.9 General Counsel Contract Review

The Board of Directors reviewed and discussed the proposed contract for services with General Counsel, Gibbons & Conley.

MOTION:

Director Fuzie made a motion to authorize the Executive Director to enter into an revised contract with Gibbons & Conley that provided for yearly increases consistent with the CPI for Sacramento or a nearby region. Secretary Miller seconded the motion.

Ayes: Woods, Wetter, Miller, Cervantes, Friedl, Fuzie, and Mazzuca.

Nays: None

Abstain: None

8.10 Executive Director Contract Review

The Board of Directors reviewed and discussed the Executive Director's employment contract.

MOTION:

President Woods made a motion to authorize an amendment to the Executive Director's contract that provided for a 1 year extension of the term of the agreement, amended the base salary to \$176,550, amended the Fringe Benefits provision to provide that CAPRI will pay 100% of the cost of health insurance coverage through a Kaiser Family Plan at the then current rate . Director Miller seconded the motion.

Ayes: Woods, Wetter, Miller, Cervantes, Friedl, Fuzie, and Mazzuca.

Nays: None

Abstain: None

8.11 CAPRI BOD Meeting Calendar 2020

The Board of Directors reviewed and discussed the proposed meeting calendar for year 2020. It was noted that the February meeting will be held in Monterey to coincide with the PARMA Conference. It was also noted that the November Retreat may conflict with other Board obligations and that a Friday & Saturday meeting and retreat was acceptable to the Board.

MOTION:

Vice President Wetter made a motion to approve the CAPRI BOD Meeting Calendar with changes as noted. Director Mazzuca seconded the motion.

Ayes: Woods, Wetter, Miller, Cervantes, Friedl, Fuzie, and Mazzuca.

Nays: None

Abstain: None

9. SPECIAL REPORTS:

9.1 Investment Status Report – PFM

Ms. Allison Kaune of PFM provided an in-depth report as to the status of CAPRI's investments.

9.2 Insurance Market Update – Alliant Insurance Services

Mr. Doug Wozniak gave a brief report regarding the current insurance market.

10. EXECUTIVE DIRECTOR/STAFF REPORTS:

10.1 District Visits Update

The Board of Directors had no comments or questions on this writeup.

10.2 CAPRI Member Trainings Update

The Board of Directors had no comments or questions on this writeup.

10.3 Hayward Safety Training Day Summary

The Board of Directors had no comments or questions on this writeup.

10.4 CAPRI Staff Calendar

The Board of Directors had no comments or questions on this writeup.

10.5 CAPRI Member Calendar

The Board of Directors had no comments or questions on this writeup.

10.6 News of Note

The Board of Directors had no comments or questions on this writeup.

11. BOARD MEMBER REPORTS:

11.1 Board Member Comments

No comments.

12. FUTURE AGENDA ITEMS:

The Board of Directors had no comments or questions on this item.

13. ANNOUNCEMENTS:

The next CAPRI Board of Directors meeting will be held February 25, 2020 at a time to be determined in Monterey, California.

14. ADJOURNMENT:

The Board adjourned the meeting at 5:24 p.m.

Colin Miller,
Secretary for the CAPRI Board of Directors

California State Treasurer
Fiona Ma, CPA



Local Agency Investment Fund
P.O. Box 942809
Sacramento, CA 94209-0001
(916) 653-3001

February 10, 2020

[LAIF Home](#)
[PMIA Average Monthly Yields](#)

CALIFORNIA ASSOCIATION FOR PARK AND
RECREATION INDEMNITY
ADMINISTRATOR
6341 AUBURN BOULEVARD, SUITE A
CITRUS HEIGHTS, CA 95621-5203

[Tran Type Definitions](#)

Account Number: 35-34-007

January 2020 Statement

| Effective Date | Transaction Date | Tran Type | Confirm Number | Authorized Caller | Amount |
|----------------|------------------|-----------|----------------|-------------------|----------|
| 1/15/2020 | 1/14/2020 | QRD | 1628279 | SYSTEM | 1,104.96 |

Account Summary

| | | | |
|-------------------|----------|--------------------|------------|
| Total Deposit: | 1,104.96 | Beginning Balance: | 192,343.24 |
| Total Withdrawal: | 0.00 | Ending Balance: | 193,448.20 |

**California Association for Park and Recreation Indemnity
Transactions by Account
As of December 31, 2019**

| Type | Date | Num | Name | Memo | Split | Debit | Credit | Balance |
|---------------------------------------|------------|-------|---|--|---------------------------------|------------|--------------|---------------------|
| Bank of West - Master Register | | | | | | | | 2,056,320.23 |
| Check | 10/04/2019 | 10148 | George Hills Company | Inv#1016157 - Property Billing Services (August Claims Management - Property | | | 1,645.60 | 2,054,674.63 |
| Check | 10/04/2019 | 10149 | George Hills Company | Inv#1016157 - Liability Billing Services (August : Claims Management - Liability | | | 9,073.74 | 2,045,600.89 |
| Check | 10/04/2019 | 10150 | Foothill Fire & Wire | Inv# 42634 - Billing (Oct-Nov-Dec) | Building Services/Repairs | | 174.00 | 2,045,426.89 |
| Check | 10/04/2019 | 10151 | California American Water | Billing Period: Aug 22 - Sep 23, 2019 | Utilities | | 111.12 | 2,045,315.77 |
| Check | 10/04/2019 | 10152 | Coverall North America | Inv# 1100287350 (October 2019) | Building Services/Repairs | | 199.00 | 2,045,116.77 |
| Check | 10/04/2019 | 10153 | Kirk T Andre | District Visits - North County | District Visitations | | 242.44 | 2,044,874.33 |
| Check | 10/04/2019 | 10154 | Gibbons & Conley | Inv #19 Sept 486 - Legal Services | Legal Fees | | 4,059.00 | 2,040,815.33 |
| Check | 10/04/2019 | 10155 | California Computer Services (Corp) | Invoice#145926 - VOIP service & phones (Oct) | Telephone | | 135.92 | 2,040,679.41 |
| Deposit | 10/04/2019 | | | Deposit | Accounts Receivable | 248,656.00 | | 2,289,335.41 |
| Transfer | 10/04/2019 | | | Funds Transfer | PFM - New | | 1,000,000.00 | 1,289,335.41 |
| Check | 10/04/2019 | ACH | CAPRI | Funding Request: 10/04/19 ck#3215-3255 | California Bank & Trust | | 84,092.52 | 1,205,242.89 |
| Transfer | 10/07/2019 | | | Funds Transfer | PFM - New | | 500,000.00 | 705,242.89 |
| Check | 10/07/2019 | ACH | York Risk Services Group, Inc | Funding Request: 09/16/19-09/30/19 | Umqua Bank - Workers' Comp 5432 | | 62,785.84 | 642,457.05 |
| Check | 10/07/2019 | 10156 | Auburn Area Recreation and Park District | Overpayment for 1st half premium 2019-20 | Accounts Receivable | | 5,490.00 | 636,967.05 |
| Check | 10/07/2019 | 10157 | Fulton-El Camino Recreation & Park Dist. | Overpayment for 1st half premium 2019-20 | Accounts Receivable | | 6,283.50 | 630,683.55 |
| Check | 10/09/2019 | 10158 | Hayward Area Recreation and Park District | Liability Dividend - FY 2002 - 2003 | Dividends | | 3,000.00 | 627,683.55 |
| Check | 10/11/2019 | | ADP Payroll Fees | | Payroll Fees | | 63.32 | 627,620.23 |
| Check | 10/15/2019 | | ADP Payroll | | Salaries | | 10,357.25 | 617,262.98 |
| Check | 10/15/2019 | | ADP Payroll | | Payroll Tax Expenses | | 2,528.14 | 614,734.84 |
| General Journal | 10/15/2019 | 402 | CalPERS | | PERS | | 2,080.32 | 612,654.52 |
| Check | 10/16/2019 | 10159 | George Hills Company | Inv#1016321 - Liability Billing Services (Sept 20 Claims Management - Liability | | | 10,859.76 | 601,794.76 |
| Check | 10/16/2019 | 10160 | Streamline | Service Fee - October 2019 (Inv#102094) | IT Services | | 100.00 | 601,694.76 |
| Check | 10/16/2019 | 10161 | George Hills Company | Inv#1016321 - Property Billing Services (Sept 21 Claims Management - Property | | | 2,319.00 | 599,375.76 |
| Check | 10/16/2019 | 10162 | Golden State Risk Management Authority | Inv#EB091519-05 Group Health Plan (Oct 2019), Medical | | | 3,647.00 | 595,728.76 |
| Check | 10/16/2019 | 10163 | Golden State Risk Management Authority | Inv#EB091519-04 Group Health Plan (Oct 2019), Medical | | | 474.21 | 595,254.55 |
| Check | 10/16/2019 | 10164 | Bank of the West / MasterCard | K. Andre - Statement 09/05/19 - 10/04/19 | Bank of the West CC - Kirk | | 1,327.02 | 593,927.53 |
| Check | 10/16/2019 | 10165 | York Risk Services Group, Inc | WC Claims Administration: 10/01/19 - 10/31/19 | Claims Management | | 18,160.00 | 575,767.53 |
| Check | 10/16/2019 | 10166 | Gilbert Associates, Inc. | 22430 Eng Inv#327464 (Sept 2019) | Financial Accounting | | 3,232.13 | 572,535.40 |
| Check | 10/16/2019 | 10167 | Matthew B Duarte | Reimburse - travel & office supplies | Reimbursement | | 129.39 | 572,406.01 |
| Check | 10/16/2019 | 10168 | Arcade Creek Office Park Owners' Assn | CAMS & Dep to Reserves - October 2019 | CAM & Progect Reserves | | 713.71 | 571,692.30 |
| Check | 10/16/2019 | 10169 | California Computer Services (Corp) | Invoice#82776 - Lease of phones (Oct 2019) | Telephone | | 30.17 | 571,662.13 |
| Deposit | 10/21/2019 | | | Deposit | Accounts Receivable | 16,019.00 | | 587,681.13 |
| Check | 10/22/2019 | 10170 | Bank of the West / MasterCard | M. Duarte - Statement 09/15/19 - 10/14/19 | Bank of the West CC - Matt | | 3,177.41 | 584,503.72 |
| Check | 10/22/2019 | ACH | York Risk Services Group, Inc | Prefunding: Dickerson DOL 05/11/06 (Nursing h | Umqua Bank - Workers' Comp 5432 | | 15,120.00 | 569,383.72 |
| Check | 10/22/2019 | ACH | York Risk Services Group, Inc | Prefunding: Cameron DOL 10/02/18 (C.R. Medic | Umqua Bank - Workers' Comp 5432 | | 22,390.00 | 546,993.72 |
| Check | 10/22/2019 | ACH | York Risk Services Group, Inc | Prefunding: De Ponte DOL 01/09/18 (C.R. Medic | Umqua Bank - Workers' Comp 5432 | | 35,890.00 | 511,103.72 |
| Check | 10/23/2019 | ACH | CAPRI | Funding Request: 10/22/19 ck#3256-3273 | California Bank & Trust | | 89,900.84 | 421,202.88 |
| Check | 10/24/2019 | 10171 | Kirk T Andre | District Visits - Hayward & Highlands | District Visitations | | 351.60 | 420,851.28 |
| Check | 10/24/2019 | 10172 | PFM Asset Management, LLC | Inv#M0919-12781 September 2019 | Investment Advisors | | 2,398.21 | 418,453.07 |
| Check | 10/24/2019 | 10173 | Reliance Standard Life Insurance | Bill Period: Nov 2019 Case#9-06015-0001 | Life Insurance | | 62.50 | 418,390.57 |
| Check | 10/24/2019 | 10174 | MUFG Union Bank, N.A. | Acct# 6736304980 - September 2019 | Bank Service Charges | | 891.00 | 417,499.57 |

**California Association for Park and Recreation Indemnity
Transactions by Account
As of December 31, 2019**

| Type | Date | Num | Name | Memo | Split | Debit | Credit | Balance |
|-----------------|------------|-------------|--|--|---------------------------------|------------|------------|------------|
| Check | 10/24/2019 | 10175 | Comcast | Billing services: 10/15/19 - 11/14/19 | Telephone | | 131.17 | 417,368.40 |
| Deposit | 10/24/2019 | | | Deposit | Accounts Receivable | 2,309.25 | | 419,677.65 |
| Check | 10/25/2019 | | ADP Payroll Fees | | Payroll Fees | | 63.32 | 419,614.33 |
| General Journal | 10/31/2019 | 402 | ADP | | Salaries and Taxes | | 12,998.63 | 406,615.70 |
| Check | 10/31/2019 | EFT | CalPERS | Unfunded Liability | PERS Unfunded Liability | | 4,908.00 | 401,707.70 |
| Check | 10/31/2019 | EFT | CalPERS | Unfunded Liability Payment | PERS Unfunded Liability | | 109.97 | 401,597.73 |
| Check | 11/01/2019 | | PERS | | PERS | | 2,096.74 | 399,500.99 |
| Check | 11/05/2019 | 10176 | Coverall North America | Inv# 1100288306 (November 2019) | Building Services/Repairs | | 199.00 | 399,301.99 |
| Check | 11/05/2019 | 10177 | California Computer Services (Corp) | Invoice#150066 - Phone Service (Nov 2019) | Telephone | | 135.92 | 399,166.07 |
| Check | 11/05/2019 | 10178 | Arcade Creek Office Park Owners' Assn | CAMS & Dep to Reserves - November 2019 | CAM & Progect Reserves | | 713.71 | 398,452.36 |
| Check | 11/05/2019 | 10179 | Smile Business Products | Inv#796964 - Billing 10/14/19 - 11/13/19 | Copier Service/Repair | | 199.18 | 398,253.18 |
| Check | 11/05/2019 | 10180 | CPRS | Member Renewal 2019 - 2020 | Professional Dues | | 165.00 | 398,088.18 |
| Check | 11/05/2019 | 10181 | Kirk T Andre | CAPRI Workshop & meetings | Reimbursement | | 15.48 | 398,072.70 |
| Check | 11/05/2019 | 10182 | Matthew B Duarte | Reimburse - travel & office supplies | Reimbursement | | 105.27 | 397,967.43 |
| Check | 11/05/2019 | 10183 | California American Water | Billing Period: Sep 24 - Oct 22, 2019 | Utilities | | 111.61 | 397,855.82 |
| Check | 11/05/2019 | 10184 | George Hills Company | Inv#1016478 - Annual Admin Fee 10/1 - 09/30/2 Claims Management - Property | | | 5,000.00 | 392,855.82 |
| Check | 11/05/2019 | ACH | York Risk Services Group, Inc | Prefunding: Petersen DOL 11/30/17 (C.R. Medic Umqua Bank - Workers' Comp 5432 | | | 24,571.00 | 368,284.82 |
| Check | 11/05/2019 | ACH | CAPRI | Funding Request: 11/01/19 ck#3275-3285 | California Bank & Trust | | 35,296.15 | 332,988.67 |
| Deposit | 11/05/2019 | | | Deposit | Accounts Receivable | 19,166.10 | | 352,154.77 |
| Check | 11/07/2019 | ACH | York Risk Services Group, Inc | Funding Request:10/16/19 - 10/31/19 | Umqua Bank - Workers' Comp 5432 | | 175,849.37 | 176,305.40 |
| Check | 11/08/2019 | 10185 | York Risk Services Group, Inc | Claims Administration:11/01/19 - 11/30/19 | Claims Management | | 18,160.00 | 158,145.40 |
| Check | 11/08/2019 | 10186 | Gibbons & Conley | Inv #19 Oct 520 - Legal Services | Legal Fees | | 3,649.00 | 154,496.40 |
| Check | 11/08/2019 | 10187 | Matthew B Duarte | Reimburse - travel (Greater Vallejo) | Office Supplies | | 116.92 | 154,379.48 |
| Check | 11/08/2019 | | ADP Payroll Fees | | Payroll Fees | | 63.32 | 154,316.16 |
| Check | 11/12/2019 | 10188 | SMUD | Acct. 1209585 Billing 09/18/19 - 10/16/19 | Utilities | | 190.18 | 154,125.98 |
| Check | 11/12/2019 | 10189 | Kirk T Andre | District Visits (2) see below | District Visitations | | 299.28 | 153,826.70 |
| Check | 11/12/2019 | 10190 | Golden State Risk Management Authority | Inv#EB111519-05 Group Health Plan (Nov 2019 Medical | | | 3,647.00 | 150,179.70 |
| Check | 11/12/2019 | 10194 | Golden State Risk Management Authority | Inv#EB111519-04 Group Dental Plan (Nov 2019 Medical | | | 474.21 | 149,705.49 |
| Check | 11/12/2019 | 10192 | Bank of the West / MasterCard | K. Andre - Statement 10/05/19 - 11/04/19 | Bank of the West CC - Kirk | | 601.45 | 149,104.04 |
| Check | 11/12/2019 | 10193 | Gilbert Associates, Inc. | 22430 Eng Inv#327781 (Oct 2019) | Financial Accounting | | 3,591.25 | 145,512.79 |
| Check | 11/12/2019 | 10191 | Void | | Void | 0.00 | | 145,512.79 |
| Transfer | 11/12/2019 | | | Funds Transfer | Bank of the West - MM | 250,000.00 | | 395,512.79 |
| Check | 11/13/2019 | ACH | York Risk Services Group, Inc | Prefunding: Bishop DOL 02/10/16 (C.R. Medical Umqua Bank - Workers' Comp 5432 | | | 20,208.72 | 375,304.07 |
| Check | 11/13/2019 | ACH | York Risk Services Group, Inc | Prefunding: Bishop DOL 02/10/16 (C.R. Medical Umqua Bank - Workers' Comp 5432 | | | 21,791.28 | 353,512.79 |
| Check | 11/13/2019 | ACH | York Risk Services Group, Inc | Prefunding: Bishop DOL 02/10/16 (C.R. Medical Umqua Bank - Workers' Comp 5432 | | | 19,181.43 | 334,331.36 |
| Check | 11/13/2019 | ACH | York Risk Services Group, Inc | Prefunding: Soto DOL 04/17/17 (Indemnity - C.R Umqua Bank - Workers' Comp 5432 | | | 30,599.93 | 303,731.43 |
| Check | 11/13/2019 | ACH | York Risk Services Group, Inc | Prefunding: Soto DOL 04/17/17 (Medical - C.R. UUmqua Bank - Workers' Comp 5432 | | | 17,850.07 | 285,881.36 |
| General Journal | 11/15/2019 | ADP11.15.19 | | -MULTIPLE- | Salaries and Taxes | | 14,900.87 | 270,980.49 |
| Check | 11/18/2019 | ACH | York Risk Services Group, Inc | Prefunding: Dickerson DOL 05/11/06 (Medical - Umqua Bank - Workers' Comp 5432 | | | 15,624.00 | 255,356.49 |
| Check | 11/20/2019 | ACH | York Risk Services Group, Inc | WC Funding Request: 11/01/19 - 11/15/19 | Umqua Bank - Workers' Comp 5432 | | 82,529.92 | 172,826.57 |
| Check | 11/27/2019 | 10195 | Colin Miller | Reimburse - Board Meeting 11/22/19 | Board Meeting/Travel | | 544.06 | 172,282.51 |
| Check | 11/27/2019 | 10196 | Larry Mazzuca | VOID: Reimburse - Board Mtg 11/22/19 | Board Meeting/Travel | 0.00 | | 172,282.51 |
| General Journal | 11/29/2019 | ADP11.29.19 | | -MULTIPLE- | Salaries and Taxes | | 14,421.13 | 157,861.38 |
| Check | 11/29/2019 | EFT | CalPERS | Unfunded Liability | PERS Unfunded Liability | | 4,908.00 | 152,953.38 |

**California Association for Park and Recreation Indemnity
Transactions by Account
As of December 31, 2019**

| Type | Date | Num | Name | Memo | Split | Debit | Credit | Balance |
|-----------------|------------|-------------|---|---|---------------------------------|------------|-----------|------------|
| Check | 11/29/2019 | EFT | CalPERS | Unfunded Liability Payment | PERS Unfunded Liability | | 109.97 | 152,843.41 |
| Check | 12/02/2019 | 10197 | James Marta & Company | Audit for 7/1/18 -6/30/19 - Inv#556 | Financial Audit | | 4,000.00 | 148,843.41 |
| Check | 12/02/2019 | 10198 | George Hills Company | Inv#1016518 - Property Billing Services (Oct 20 | Claims Management - Property | | 3,846.00 | 144,997.41 |
| Check | 12/02/2019 | 10199 | George Hills Company | Inv#1016518 - Liability Billing Services (Oct 201 | Claims Management - Liability | | 9,854.16 | 135,143.25 |
| Check | 12/02/2019 | 10200 | Sacramento County Utilities | Acct#50002368932 Bill Cycle: 10/15/19 - 12/14/ | Utilities | | 113.70 | 135,029.55 |
| Check | 12/02/2019 | 10201 | Streamline | Service Fee - November 2019 (Inv#102444) | IT Services | | 100.00 | 134,929.55 |
| Check | 12/02/2019 | 10202 | Matthew B Duarte | Reimburse - travel (mediation) | Travel/Meeting | | 36.08 | 134,893.47 |
| Check | 12/02/2019 | 10203 | Smile Business Products | Inv#805025 - Billing 11/14/19 - 12/13/19 | Copier Service/Repair | | 204.11 | 134,689.36 |
| Check | 12/02/2019 | 10204 | Comcast | Billing services: 11/15/19 - 12/14/19 | Telephone | | 131.17 | 134,558.19 |
| Check | 12/02/2019 | 10205 | California Computer Services (Corp) | Invoice#82907 - Phone lease (Nov 2019) | Telephone | | 135.92 | 134,422.27 |
| Transfer | 12/02/2019 | | | Funds Transfer | Bank of the West - MM | 250,000.00 | | 384,422.27 |
| Deposit | 12/02/2019 | | | Deposit | Accounts Receivable | 7,745.25 | | 392,167.52 |
| Check | 12/03/2019 | ACH | York Risk Services Group, Inc | WC Funding Request: 11/16/19 - 11/30/19 | Umqua Bank - Workers' Comp 5432 | | 83,758.25 | 308,409.27 |
| Check | 12/03/2019 | ACH | George Hills Company | Liability Funding Request - 12/02/19 CK #3286- | California Bank & Trust | | 65,215.20 | 243,194.07 |
| Check | 12/05/2019 | 10206 | Matthew B Duarte | Reimburse - office supplies & travel | Reimbursement | | 166.87 | 243,027.20 |
| Check | 12/05/2019 | 10207 | California Computer Services (Corp) | Invoice#155931 - Phone service and fees (Dec | Telephone | | 198.16 | 242,829.04 |
| Check | 12/05/2019 | 10208 | Lorena Cervantes | Reimburse - Board Mtg 11/22/19 | Board Meeting/Travel | | 277.24 | 242,551.80 |
| Check | 12/05/2019 | 10209 | California American Water | Billing Period: Oct 23 - Nov 21, 2019 | Utilities | | 108.27 | 242,443.53 |
| Check | 12/05/2019 | 10210 | Coverall North America | Inv# 1100289248 (December 2019) | Building Services/Repairs | | 199.00 | 242,244.53 |
| Check | 12/05/2019 | 10211 | Arcade Creek Office Park Owners' Assn | CAMS & Dep to Reserves - December 2019 | CAM & Progect Reserves | | 713.71 | 241,530.82 |
| Check | 12/05/2019 | 10212 | MUFG Union Bank, N.A. | Acct# 6736304980 - October 2019 | Bank Service Charges | | 899.00 | 240,631.82 |
| Check | 12/05/2019 | 10213 | Reliance Standard Life Insurance | Bill Period: Dec 2019 Case#9-06015-0001 | Life Insurance | | 62.50 | 240,569.32 |
| Check | 12/05/2019 | 10214 | Blckmore Actuarial | Inv#27431 - Actuarial Review 2019-20 | Actuarial Services | | 2,750.00 | 237,819.32 |
| Check | 12/05/2019 | 10215 | SMUD | Acct. 1209585 Billing 10/17/19 - 11/14/19 | Utilities | | 220.71 | 237,598.61 |
| Check | 12/05/2019 | 10216 | PFM Asset Management, LLC | Inv#M1019-13337 October 2019 | Investment Advisors | | 2,592.08 | 235,006.53 |
| Check | 12/05/2019 | 10217 | Kirk T Andre | Mileage - District visits | District Visitations | | 79.82 | 234,926.71 |
| Check | 12/05/2019 | 10218 | Bank of the West / MasterCard | M. Duarte - Statement 10/15/19 - 11/14/19 | Bank of the West CC - Matt | | 594.16 | 234,332.55 |
| Check | 12/05/2019 | 10219 | North Highlands Recreation and Park Dist. | Reimbursement- BOD Mtg 11/22/19 | Board Meeting/Travel | | 856.01 | 233,476.54 |
| Deposit | 12/06/2019 | | | Deposit | Accounts Receivable | 50,367.73 | | 283,844.27 |
| Deposit | 12/11/2019 | | | Deposit | Accounts Receivable | 3,078.27 | | 286,922.54 |
| Check | 12/13/2019 | 10220 | Sacramento County | VOID: Bill#19433201 - Lights City of CH zone 3 | Other | 0.00 | | 286,922.54 |
| Check | 12/13/2019 | 10221 | Gilbert Associates, Inc. | 22430 Eng Inv#328178 (Nov 2019) | Financial Accounting | | 3,549.81 | 283,372.73 |
| Check | 12/13/2019 | 10222 | The State Bar of California | 2020 - Annual Active fee (State Bar) | Professional Dues | | 497.00 | 282,875.73 |
| Check | 12/13/2019 | 10223 | Gibbons & Conley | Inv #19 Nov 558 - Legal Services | Legal Fees | | 6,351.31 | 276,524.42 |
| Check | 12/13/2019 | 10224 | York Risk Services Group, Inc | WC Claims Administration - 12/01/9 - 12/31/19 | Claims Management | | 18,160.00 | 258,364.42 |
| Check | 12/13/2019 | 10225 | River City Fire Equipment Co., Inc. | Inv#121489 New Fire Extinguisher | Building Services/Repairs | | 61.50 | 258,302.92 |
| Check | 12/13/2019 | 10231 | Golden State Risk Management Authority | Inv#EB121519-05 Group Health Plan (Dec 2019 | Medical | | 3,768.00 | 254,534.92 |
| Check | 12/13/2019 | 10227 | Golden State Risk Management Authority | VOID: Inv#EB121519-05 Group Health Plan (De | Salaries & Benefits | 0.00 | | 254,534.92 |
| Check | 12/13/2019 | 10228 | North of the River Recreation & Park Dist | Reimbursement - Training 12/09/19 | Travel/Meeting | | 372.95 | 254,161.97 |
| Check | 12/13/2019 | 10229 | Matthew B Duarte | Reimburse - Training (NOR) | Travel/Meeting | | 50.67 | 254,111.30 |
| Check | 12/13/2019 | 10232 | Sacramento County | Bill#19433201 - Lights City of CH zone 3 | Utilities | | 39.69 | 254,071.61 |
| Deposit | 12/13/2019 | | | Deposit | Accounts Receivable | 105,868.00 | | 359,939.61 |
| General Journal | 12/13/2019 | ADP12.16.19 | | -MULTIPLE- | Salaries and Taxes | | 14,856.20 | 345,083.41 |
| Check | 12/13/2019 | 10230 | Golden State Risk Management Authority | Inv#EB121519-05 Group Health Plan (Dec 2019 | Medical | | 468.54 | 344,614.87 |

**California Association for Park and Recreation Indemnity
Transactions by Account
As of December 31, 2019**

| Type | Date | Num | Name | Memo | Split | Debit | Credit | Balance |
|----------|------------|-------|---|---|----------------------------|--------------|------------|--------------|
| Deposit | 12/17/2019 | | | Deposit | Accounts Receivable | 278,502.51 | | 623,117.38 |
| Check | 12/18/2019 | 10233 | Matthew B Duarte | Reimburse - Travel for training (Livermore) | Travel/Meeting | | 119.48 | 622,997.90 |
| Check | 12/18/2019 | 10234 | Comcast | Billing services: 12/15/19 - 01/14/20 | Telephone | | 131.17 | 622,866.73 |
| Check | 12/18/2019 | 10235 | Bank of the West / MasterCard | K. Andre - Statement 11/15/19 - 12/14/19 | Bank of the West CC - Kirk | | 936.16 | 621,930.57 |
| Check | 12/18/2019 | 10236 | Streamline | Service Fee - December 2019 (Inv#102825) | IT Services | | 100.00 | 621,830.57 |
| Check | 12/18/2019 | 10237 | Kirk T Andre | Mileage - District visits & Cell phone | Reimbursement | | 108.00 | 621,722.57 |
| Check | 12/19/2019 | 10262 | Bank of the West / MasterCard | M. Duarte - Statement 11/15/19 - 12/14/19 | Bank of the West CC - Matt | | 5,963.25 | 615,759.32 |
| Check | 12/19/2019 | 10263 | George Hills Company | Inv#1016761 - Property & Liability Billing (Nov 2 | Claims Management | | 10,879.62 | 604,879.70 |
| Check | 12/19/2019 | 10264 | MUFG Union Bank, N.A. | Acct# 6736304980 - November 2019 | Bank Service Charges | | 835.00 | 604,044.70 |
| Check | 12/19/2019 | 10265 | Bay Alarm | Acct#92944 01/01/20-04/01/20 (Service) | Building Services/Repairs | | 186.00 | 603,858.70 |
| Deposit | 12/19/2019 | | | Deposit | Accounts Receivable | 3,360.25 | | 607,218.95 |
| Transfer | 12/20/2019 | | | Funds Transfer | Bank of the West - MM | | 500,000.00 | 107,218.95 |
| Deposit | 12/20/2019 | | | Deposit | Accounts Receivable | 441,817.25 | | 549,036.20 |
| Check | 12/20/2019 | | | | Bank Service Charges | | 56.83 | 548,979.37 |
| Check | 12/23/2019 | 10268 | Department of Industrial Relations | Inv #OSIP 66807 - 07/1/19 - 6/30/20 | Other Premiums - W/C | | 59,913.42 | 489,065.95 |
| Deposit | 12/23/2019 | | | Deposit | Accounts Receivable | 1,539,935.29 | | 2,029,001.24 |
| Check | 12/24/2019 | ACH | George Hills Company | Liability Funding Request - 12/23/19 CK #3312- | California Bank & Trust | | 86,299.98 | 1,942,701.26 |
| Deposit | 12/27/2019 | | | Deposit | Accounts Receivable | 584,470.00 | | 2,527,171.26 |
| Check | 12/30/2019 | | PERS | | PERS Unfunded Liability | | 5,017.97 | 2,522,153.29 |
| Check | 12/30/2019 | 10238 | Ambrose Recreation and Park District | Final Adjustment for WC FY 2018-2019 | Final WC Adjustment | | 312.00 | 2,521,841.29 |
| Check | 12/30/2019 | 10239 | Arcade Creek Recreation and Park District | Final Adjustment for WC FY 2018-2019 | Final WC Adjustment | | 2,825.00 | 2,519,016.29 |
| Check | 12/30/2019 | 10240 | Arden Manor Recreation and Park District | Final Adjustment for WC FY 2018-2019 | Final WC Adjustment | | 2,809.00 | 2,516,207.29 |
| Check | 12/30/2019 | 10241 | Auburn Area Recreation and Park District | Final Adjustment for WC FY 2018-2019 | Final WC Adjustment | | 1,402.00 | 2,514,805.29 |
| Check | 12/30/2019 | 10242 | Carmichael Recreation and Park District | Final Adjustment for WC FY 2018-2019 | Final WC Adjustment | | 11,079.00 | 2,503,726.29 |
| Check | 12/30/2019 | 10243 | Cordova Recreation and Park District | Final Adjustment for WC FY 2018-2019 | Final WC Adjustment | | 14,200.00 | 2,489,526.29 |
| Check | 12/30/2019 | 10244 | Durham Recreation and Park District | Final Adjustment for WC FY 2018-2019 | Final WC Adjustment | | 960.00 | 2,488,566.29 |
| Check | 12/30/2019 | 10245 | Fulton-El Camino Recreation & Park Dist. | Final Adjustment for WC FY 2018-2019 | Final WC Adjustment | | 1,468.00 | 2,487,098.29 |
| Check | 12/30/2019 | 10246 | Hesperia Recreation and Park District | Final Adjustment for WC FY 2018-2019 | Final WC Adjustment | | 5,470.00 | 2,481,628.29 |
| Check | 12/30/2019 | 10247 | Highlands Recreation District | Final Adjustment for WC FY 2018-2019 | Final WC Adjustment | | 2,591.00 | 2,479,037.29 |
| Check | 12/30/2019 | 10248 | Isla Vista Recreation and Park District | Final Adjustment for WC FY 2018-2019 | Final WC Adjustment | | 3,751.00 | 2,475,286.29 |
| Check | 12/30/2019 | 10249 | Jurupa Area Recreation and Park District | Final Adjustment for WC FY 2018-2019 | Final WC Adjustment | | 1,289.00 | 2,473,997.29 |
| Check | 12/30/2019 | 10250 | Livermore Area Recreation & Park District | Final Adjustment for WC FY 2018-2019 | Final WC Adjustment | | 4,396.00 | 2,469,601.29 |
| Check | 12/30/2019 | 10251 | McFarland Recreation and Park District | Final Adjustment for WC FY 2018-2019 | Final WC Adjustment | | 4,972.00 | 2,464,629.29 |
| Check | 12/30/2019 | 10252 | Mendocino Coast Recreation and Park Dist. | Final Adjustment for WC FY 2018-2019 | Final WC Adjustment | | 950.00 | 2,463,679.29 |
| Check | 12/30/2019 | 10253 | Mission Oaks Recreation and Park District | Final Adjustment for WC FY 2018-2019 | Final WC Adjustment | | 11,122.00 | 2,452,557.29 |
| Check | 12/30/2019 | 10254 | Orangevale Recreation and Park District | Final Adjustment for WC FY 2018-2019 | Final WC Adjustment | | 654.00 | 2,451,903.29 |
| Check | 12/30/2019 | 10255 | Paradise Recreation and Park District | Final Adjustment for WC FY 2018-2019 | Final WC Adjustment | | 11,515.00 | 2,440,388.29 |
| Check | 12/30/2019 | 10256 | Pleasant Valley Recreation and Park Dist. | Final Adjustment for WC FY 2018-2019 | Final WC Adjustment | | 29,663.00 | 2,410,725.29 |
| Check | 12/30/2019 | 10257 | Rancho Simi Recreation and Park District | Final Adjustment for WC FY 2018-2019 | Final WC Adjustment | | 90,012.00 | 2,320,713.29 |
| Check | 12/30/2019 | 10258 | Strawberry Recreation District | Final Adjustment for WC FY 2018-2019 | Final WC Adjustment | | 2,292.00 | 2,318,421.29 |
| Check | 12/30/2019 | 10259 | Sunrise Recreation and Park District | Final Adjustment for WC FY 2018-2019 | Final WC Adjustment | | 9,699.00 | 2,308,722.29 |
| Check | 12/30/2019 | 10260 | Valley-Wide Recreation and Park District | Final Adjustment for WC FY 2018-2019 | Final WC Adjustment | | 694.00 | 2,308,028.29 |
| Check | 12/30/2019 | 10261 | Wasco Recreation and Park District | Final Adjustment for WC FY 2018-2019 | Final WC Adjustment | | 1,064.00 | 2,306,964.29 |
| Check | 12/30/2019 | 10266 | Mt. Shasta Recreation and Park District | Final Adjustment for WC FY 2018-2019 | Final WC Adjustment | | 972.00 | 2,305,992.29 |

California Association for Park and Recreation Indemnity
Transactions by Account
 As of December 31, 2019

| Type | Date | Num | Name | Memo | Split | Debit | Credit | Balance |
|--------------------------------------|------------|-------------|---|--------------------------------------|---------------------|----------------------------|----------------------------|----------------------------|
| Check | 12/30/2019 | 10267 | Rio Linda Elverta Recreation & Park Dist. | Final Adjustment for WC FY 2018-2019 | Final WC Adjustment | | 1,184.00 | 2,304,808.29 |
| General Journal | 12/31/2019 | ADP12.31.19 | | -MULTIPLE- | Salaries and Taxes | | 16,257.99 | 2,288,550.30 |
| Deposit | 12/31/2019 | | | Deposit | Accounts Receivable | 97,098.00 | | 2,385,648.30 |
| Total Bank of West - Master Register | | | | | | <u>3,898,392.90</u> | <u>3,569,064.83</u> | <u>2,385,648.30</u> |
| TOTAL | | | | | | <u>3,898,392.90</u> | <u>3,569,064.83</u> | <u>2,385,648.30</u> |

California Association for Park and Recreation Indemnity
Statement of Net Position - DRAFT
As of December 31, 2019 and December 31, 2018

| | Dec 31, 19 | Dec 31, 18 |
|---------------------------------------|------------------|------------------|
| ASSETS | | |
| Current Assets | | |
| Checking/Savings | | |
| Bank of West - Master Register | \$ 2,385,648.30 | \$ 841,885.45 |
| Bank of the West - MM | 560,721.39 | 310,374.06 |
| Claims Trust Accounts | | |
| Umpqua Bank - Workers' Comp | 119,731.21 | 172,795.17 |
| California Bank & Trust - Liability | 65,438.46 | 28,139.35 |
| LAIF | 192,343.24 | 583,219.32 |
| Total Checking/Savings | 3,323,882.60 | 1,936,413.35 |
| Investment Account | | |
| PFM Investment Account | 21,261,957.59 | 19,866,425.87 |
| Union Bank | 105,854.39 | 564,823.40 |
| Total PFM - Investment Account | 21,367,811.98 | 20,431,249.27 |
| Due from Employee | | |
| | - | 168.10 |
| Accounts Receivable | 52,993.99 | 477,638.24 |
| Interest Receivable | 87,183.43 | 104,342.83 |
| Recovery Receivable | 191,547.18 | 172,888.53 |
| Prepaid Insurance | 1,912,630.59 | 1,339,423.95 |
| Total Other Current Assets | 23,612,167.17 | 22,525,710.92 |
| Total Current Assets | \$ 26,936,049.77 | \$ 24,462,124.27 |
| Capital Assets | | |
| Capital Assets | | |
| Suite B | 13,815.33 | 13,815.33 |
| Building Improvements | 78,617.32 | 78,617.32 |
| Building | 99,955.00 | 99,955.00 |
| Land | 140,000.00 | 140,000.00 |
| Computer Hardware/Software | 34,901.30 | 34,901.30 |
| Furniture & Equipment | 51,092.10 | 51,092.10 |
| Accumulated Depreciation | (266,818.51) | (261,122.81) |
| Total Capital Assets | 151,562.54 | 157,258.24 |
| Total Fixed Assets | 151,562.54 | 157,258.24 |
| Other Assets | | |
| DEFERRED OUTFLOWS - PENSION | \$ 208,102.00 | \$ 212,538.00 |
| TOTAL ASSETS | \$ 27,295,714.31 | \$ 24,831,920.51 |

California Association for Park and Recreation Indemnity
Statement of Net Position - DRAFT
As of December 31, 2019 and December 31, 2018

| | Dec 31, 19 | Dec 31, 18 |
|--|------------------|------------------|
| LIABILITIES & EQUITY | | |
| Liabilities | | |
| Current Liabilities | | |
| Credit Cards | | |
| Bank of the West / MC - Richards | \$ - | \$ (86.19) |
| Bank of the West / MC - Kirk | \$ 1,693.09 | \$ - |
| Bank of the West / MC - Matt | \$ 576.37 | \$ 1,652.22 |
| Total Credit Cards | 2,269.46 | 1,566.03 |
| Other Current Liabilities | | |
| Member Contributions Paid in Advance | 3,043,829.50 | 74,574.75 |
| Claims Payable | | |
| Liability Claim Reserves | \$ 1,567,741.00 | \$ 2,305,406.00 |
| Property Claims Reserves | 686,353.00 | 1,640,852.00 |
| W/C Claim Reserves | 4,328,934.00 | 5,824,403.00 |
| Total Claims Payable | 6,583,028.00 | 9,770,661.00 |
| Accrued Expenses | 9,409.16 | 3,571.17 |
| Accounts Payable | - | 172.00 |
| Payroll Tax liability | - | 3,487.30 |
| Total Other Current Liabilities | 9,636,266.66 | 9,852,466.22 |
| Total Current Liabilities | 9,638,536.12 | 9,854,032.25 |
| Long Term Liabilities | | |
| Deferred Inflows - Pension | 60,730.00 | 49,737.00 |
| Net Pension Liability | \$ 676,906.00 | \$ 700,126.00 |
| IBNR | | |
| IBNR Reserves - Liability | 1,682,647.00 | 2,190,793.00 |
| IBNR Reserves - Property | 425,944.00 | 123,265.00 |
| IBNR Reserves - Workers Comp | 8,049,833.00 | 7,009,531.00 |
| Total IBNR | 10,158,424.00 | 9,323,589.00 |
| ULAE | | |
| ULAE - Liability | 200,000.00 | 164,000.00 |
| ULAE - Property | 41,000.00 | 43,000.00 |
| ULAE - Workers' Compensation | 557,000.00 | 554,000.00 |
| Total ULAE | 798,000.00 | 761,000.00 |
| Total Long Term Liabilities | 11,694,060.00 | 10,834,452.00 |
| Total Liabilities | 21,332,596.12 | 20,688,484.25 |
| NET POSITION | | |
| Invested in Capital Assets | 151,562.54 | 157,258.24 |
| Unrestricted Net Assets | 4,723,716.85 | 6,313,412.40 |
| Net Income | 1,087,838.80 | (2,327,234.38) |
| Total Net Position | \$ 5,963,118.19 | \$ 4,143,436.26 |
| TOTAL LIABILITIES AND EQUITY | \$ 27,295,714.31 | \$ 24,831,920.51 |

California Association for Park and Recreation Indemnity
Statement of Revenue and Expenses Budget to Actual - DRAFT
July through December 2019

| | <u>Jul - Dec 19</u> | <u>Budget</u> | <u>\$ Over Budget</u> | <u>% of Budget</u> |
|--|---------------------|----------------------|-----------------------|--------------------|
| Ordinary Income/Expense | | | | |
| Income | | | | |
| Revenue | | | | |
| Member Contributions | 5,458,038.84 | 10,964,202.00 | -5,506,163.16 | 49.78% |
| Bank/LAIF Interest | 2,474.86 | 2,500.00 | -25.14 | 98.99% |
| Managed Portfolio | 284,291.87 | 350,000.00 | -65,708.13 | 81.23% |
| CARPD Administration | 34,002.50 | 68,005.00 | -34,002.50 | 50.0% |
| Total Revenue | <u>5,779,633.07</u> | <u>11,384,707.00</u> | <u>-5,605,073.93</u> | <u>50.77%</u> |
| Total Income | <u>5,779,633.07</u> | <u>11,384,707.00</u> | <u>-5,605,073.93</u> | <u>50.77%</u> |
| Expense | | | | |
| Operating Expenditures | | | | |
| Administration-CAPRI Office | | | | |
| Bank Service Charges | 5,441.93 | 14,000.00 | -8,558.07 | 38.87% |
| Building Services/Repairs | 3,723.51 | 9,750.00 | -6,026.49 | 38.19% |
| Capital Assets | 0.00 | 5,000.00 | -5,000.00 | 0.0% |
| Common Area Maintenance | 2,992.02 | 5,990.00 | -2,997.98 | 49.95% |
| Copier Service/Repair | 1,393.34 | 4,500.00 | -3,106.66 | 30.96% |
| Depreciation Expense | 1,793.33 | 10,000.00 | -8,206.67 | 17.93% |
| District Visitations | 5,241.65 | 7,000.00 | -1,758.35 | 74.88% |
| General Contingency | 0.00 | 0.00 | 0.00 | 0.0% |
| Insurance - CAPRI | 0.00 | 2,200.00 | -2,200.00 | 0.0% |
| Miscellaneous | 1,581.86 | 3,000.00 | -1,418.14 | 52.73% |
| Office Supplies | 3,835.17 | 10,000.00 | -6,164.83 | 38.35% |
| Part-Time Services | 0.00 | 3,000.00 | -3,000.00 | 0.0% |
| Postage and Delivery | 1,005.39 | 4,000.00 | -2,994.61 | 25.14% |
| Printing and Reproduction | 673.44 | 4,000.00 | -3,326.56 | 16.84% |
| Professional Dues | 2,471.00 | 2,750.00 | -279.00 | 89.86% |
| Project Reserve | 1,290.24 | 2,580.00 | -1,289.76 | 50.01% |
| Publications | 96.00 | 175.00 | -79.00 | 54.86% |
| Other | 124.50 | 0.00 | 124.50 | 100.0% |
| Salaries & Benefits | | | | |
| Salaries | | | | |
| Executive Director | 84,425.00 | 165,000.00 | -80,575.00 | 51.17% |
| Administrative Analyst | 29,646.02 | 60,000.00 | -30,353.98 | 49.41% |
| Administrative Assistant | 20,463.14 | 41,500.00 | -21,036.86 | 49.31% |
| Safety Analyst | 32,708.29 | 65,000.00 | -32,291.71 | 50.32% |
| Contingency | 0.00 | 16,228.00 | -16,228.00 | 0.0% |
| Total Salaries | <u>167,242.45</u> | <u>347,728.00</u> | <u>-164,257.55</u> | <u>48.1%</u> |
| Employee Benefits | | | | |
| Medical | 23,459.89 | 44,300.00 | -20,840.11 | 52.96% |
| Life Insurance | 303.00 | 700.00 | -397.00 | 43.29% |
| PERS Contributions | 11,749.37 | 28,230.00 | -16,480.63 | 41.62% |
| Payroll Tax Expense | 2,404.04 | 5,450.00 | -3,045.96 | 44.11% |
| Total Employee Benefits | <u>37,916.30</u> | <u>78,680.00</u> | <u>-40,763.70</u> | <u>48.19%</u> |
| Payroll Fees | 476.92 | 0.00 | 476.92 | 100.0% |
| Accrued Vacation | -185.98 | 0.00 | -185.98 | 100.0% |
| PERS Unfunded Liability | <u>30,107.82</u> | <u>60,215.00</u> | <u>-30,107.18</u> | <u>50.0%</u> |
| Total Salaries & Benefits | <u>235,557.51</u> | <u>486,623.00</u> | <u>-251,065.49</u> | <u>48.41%</u> |
| Safety Meetings/Workshops | 2,265.07 | 7,000.00 | -4,734.93 | 32.36% |
| Telephone | 2,656.20 | 6,000.00 | -3,343.80 | 44.27% |
| Travel/Meeting | 6,834.31 | 11,000.00 | -4,165.69 | 62.13% |
| Utilities | 2,465.04 | 6,600.00 | -4,134.96 | 37.35% |
| Total Administration-CAPRI Office | <u>281,441.51</u> | <u>605,168.00</u> | <u>-323,726.49</u> | <u>46.51%</u> |

California Association for Park and Recreation Indemnity
Statement of Revenue and Expenses Budget to Actual - DRAFT
July through December 2019

| | <u>Jul - Dec 19</u> | <u>Budget</u> | <u>\$ Over Budget</u> | <u>% of Budget</u> |
|-------------------------------------|----------------------------|-----------------------------|-----------------------------|-----------------------|
| Board Meeting/Travel | 10,253.24 | 24,750.00 | -14,496.76 | 41.43% |
| CARPD Expense | 53.85 | 0.00 | 53.85 | 100.0% |
| Consulting Services | | | | |
| Actuarial Services | 2,750.00 | 10,000.00 | -7,250.00 | 27.5% |
| Claims Management | 133,950.21 | 358,920.00 | -224,969.79 | 37.32% |
| Financial Accounting | 17,452.01 | 40,000.00 | -22,547.99 | 43.63% |
| Financial Audit | 4,000.00 | 22,000.00 | -12,056.75 | 45.2% |
| Investment Advisors | 9,943.25 | 32,000.00 | -30,218.99 | 5.57% |
| IT Services | 1,781.01 | 3,000.00 | 16,020.31 | 634.01% |
| Legal Fees | 19,020.31 | 20,000.00 | -20,000.00 | 95.1% |
| Loss Prevention Services | 0.00 | 0.00 | 188,896.79 | 0.0% |
| Total Consulting Services | <u>188,896.79</u> | <u>485,920.00</u> | <u>-297,023.21</u> | <u>38.87%</u> |
| Total Operating Expenditures | 480,645.39 | 1,115,838.00 | -635,192.61 | 43.08% |
| Insurance Expenditures | | | | |
| Crime Policy | 11,888.43 | 25,000.00 | -13,111.57 | 47.55% |
| Workers' Compensation | 480,735.50 | 961,471.00 | -480,735.50 | 50.0% |
| Other Premiums (W/C) | 59,913.42 | 60,000.00 | -86.58 | 99.86% |
| Combined GL/AL Excess | 417,645.00 | 835,290.00 | -417,645.00 | 50.0% |
| Property Coverage | 949,861.65 | 1,896,045.00 | -946,183.35 | 50.1% |
| Broker Fees | 52,500.00 | 110,000.00 | -57,500.00 | 47.73% |
| Total Insurance Expenditures | <u>1,972,544.00</u> | <u>3,887,806.00</u> | <u>-1,915,262.00</u> | <u>50.74%</u> |
| Claims Expenditures | | | | |
| Workers' Compensation Claims | 1,418,044.55 | 3,928,915.00 | -2,510,870.45 | 36.09% |
| Property Claims | 270,297.53 | 661,000.00 | -390,702.47 | 40.89% |
| Liability Claim Payments | 2,164,916.63 | 1,611,000.00 | 553,916.63 | 134.38% |
| Recovery from Prior Years | 0.00 | 0.00 | 0.00 | 0.0% |
| Subrogation Recovery | 825.00 | 0.00 | 825.00 | 100.0% |
| Change in IBNR | 1,305,399.00 | 0.00 | 1,305,399.00 | 100.0% |
| Change in ULAE | 0.00 | 0.00 | 0.00 | 0.0% |
| Change in Reserves | -2,895,404.93 | 0.00 | -2,895,404.93 | 100.0% |
| Total Claims Expenditures | <u>2,264,077.78</u> | <u>6,200,915.00</u> | <u>-3,936,837.22</u> | <u>36.51%</u> |
| Dividends | 3,000.00 | 0.00 | 3,000.00 | 100.0% |
| Contingency | | | | |
| General | 0.00 | 50,000.00 | -50,000.00 | 0.0% |
| Building Repair | 785.00 | 16,000.00 | -15,215.00 | 4.91% |
| Total Contingency | <u>785.00</u> | <u>66,000.00</u> | <u>-65,215.00</u> | <u>1.19%</u> |
| Total Expense | <u>4,721,052.17</u> | <u>11,270,559.00</u> | <u>-6,549,506.83</u> | <u>41.89%</u> |
| Net Ordinary Income | 1,059,021.98 | 114,148.00 | 944,873.98 | 927.76% |
| Other Income/Expense | | | | |
| Other Income | | | | |
| Investment Gain/Loss | 28,816.82 | 0.00 | 28,816.82 | 100.0% |
| Total Other Income | <u>28,816.82</u> | <u>0.00</u> | <u>28,816.82</u> | <u>100.0%</u> |
| Net Other Income | <u>28,816.82</u> | <u>0.00</u> | <u>28,816.82</u> | <u>100.0%</u> |
| Net Income | <u>1,087,838.80</u> | <u>114,148.00</u> | <u>973,690.80</u> | <u>953.01%</u> |

California Association for Park and Recreation Indemnity
Statement of Revenue, Expenses, and Change in Net Position - DRAFT
For the Quarter and Year to Date Ended December 31, 2019 and December 31, 2018

| | <u>Oct '19 - Dec '19</u> | <u>Jul '19 - Dec '19</u> | <u>Jul '18 - Dec '18</u> |
|--|--------------------------|--------------------------|--------------------------|
| Ordinary Revenue | | | |
| Revenue | | | |
| Member Contributions | \$ 1,342,415.25 | \$ 5,458,038.84 | \$ 4,774,280.75 |
| Bank/LAIF Interest | 1,198.15 | 2,474.86 | 3,858.02 |
| Managed Portfolio | 117,881.94 | 284,291.87 | 215,223.41 |
| Revenue - Other | - | - | 88.57 |
| CARPD - Quarterly Services | 17,001.25 | 34,002.50 | 33,500.00 |
| Total Operating Revenue | <u>1,478,496.59</u> | <u>5,778,808.07</u> | <u>5,026,950.75</u> |
| Operating Expenses | | | |
| General and Administrative Expenses | | | |
| CARPD Expenses | 215.20 | 437.77 | 72.57 |
| Administration-CAPRI Office | | | |
| Bank Service Charges | 3,163.34 | 5,441.93 | 5,419.62 |
| Building Services/Repairs | 1,018.50 | 3,723.51 | 2,492.70 |
| Common Area Maintenance | 1,496.01 | 2,992.02 | 3,042.02 |
| Copier Service / Repair | 403.29 | 1,393.34 | 1,344.66 |
| Depreciation Expense | - | 1,793.33 | 3,902.30 |
| District Visitations | 3,420.30 | 5,241.65 | 3,453.28 |
| Miscellaneous | 827.92 | 1,581.86 | 9,530.43 |
| Office Expense | (119.24) | 3,835.17 | 5,638.42 |
| Other | - | 124.50 | 91.00 |
| Postage and Delivery | - | 1,005.39 | 1,602.12 |
| Printing and Reproduction | - | 673.44 | 575.40 |
| Professional Dues | 697.00 | 2,471.00 | 1,730.00 |
| Project Reserve | 645.12 | 1,290.24 | 1,290.24 |
| Publications | 60.00 | 96.00 | - |
| Safety Meetings/Workshops | 1,947.30 | 2,265.07 | 891.02 |
| Salaries & Benefits | 116,716.49 | 235,557.51 | 249,453.98 |
| Telephone | 1,079.60 | 2,656.20 | 3,082.60 |
| Travel/Meeting | 1,218.82 | 6,834.31 | 18,513.16 |
| Utilities | 895.28 | 2,465.04 | 3,079.91 |
| Total Administration-CAPRI Office | <u>133,469.73</u> | <u>281,441.51</u> | <u>315,132.86</u> |
| Board Meeting/Travel | 5,748.19 | 10,253.24 | 12,635.03 |
| Consulting Services | | | |
| Actuarial Services | 2,750.00 | 2,750.00 | - |
| Claims Management | 54,480.00 | 80,472.33 | 156,510.91 |
| Claims Management - Liability | 39,288.78 | 39,288.78 | - |
| Claims Management - Property | 14,189.10 | 14,189.10 | - |
| Financial Accounting | 10,373.19 | 17,452.01 | 24,008.69 |
| Financial Audit | 4,000.00 | 4,000.00 | 6,500.00 |
| Investment Advisors | 4,990.29 | 9,943.25 | 15,287.74 |
| IT Services | 300.00 | 1,781.01 | 3,684.40 |
| Legal Fees | 14,059.31 | 19,020.31 | 23,800.50 |
| Total Consulting Services | <u>144,430.67</u> | <u>188,896.79</u> | <u>229,792.24</u> |
| Total General and Administrative Expenses | <u>283,863.79</u> | <u>481,029.31</u> | <u>557,632.70</u> |

California Association for Park and Recreation Indemnity
Statement of Revenue, Expenses, and Change in Net Position - DRAFT
For the Quarter and Year to Date Ended December 31, 2019 and December 31, 2018

| | <u>Oct '19 - Dec '19</u> | <u>Jul '19 - Dec '19</u> | <u>Jul '18 - Dec '18</u> |
|--|--------------------------|--------------------------|--------------------------|
| Insurance Expenses | | | |
| Crime Policy | 5,944.21 | 11,888.43 | 8,827.50 |
| Workers' Compensation | 240,367.75 | 480,735.50 | 383,279.50 |
| Combined GL/AL Excess | 208,822.50 | 417,645.00 | 274,694.00 |
| Other Premiums -WC | 59,913.42 | 59,913.42 | 55,481.28 |
| Property Coverage | 474,930.83 | 949,861.65 | 620,294.95 |
| Broker Fees | 26,250.00 | 52,500.00 | 52,500.00 |
| Total Insurance Expenses | <u>1,016,228.71</u> | <u>1,972,544.00</u> | <u>1,395,077.23</u> |
| Claims Expenses | | | |
| Workers' Compensation Claims | 607,387.21 | 1,418,044.55 | 1,357,251.23 |
| Liability Claim Payments | 275,879.69 | 2,164,916.63 | 359,896.96 |
| Property Claims | (9,994.40) | 270,297.53 | 493,458.90 |
| Subrogation Recovery | - | (825.00) | - |
| Recovery from Prior Year | - | - | (21,633.49) |
| Change in Reserves | 72,614.00 | (2,895,404.93) | 1,237,982.00 |
| Changes in IBNR | 165,745.00 | 1,305,399.00 | 2,104,701.00 |
| Change in ULAE | - | - | - |
| Total Claims Expenses | <u>1,111,631.50</u> | <u>2,262,427.78</u> | <u>5,531,656.60</u> |
| Dividends | 3,000.00 | 3,000.00 | - |
| Contingency - Building Repairs | | | |
| Building Repairs | - | 785.00 | 535.00 |
| Total Contingency | <u>-</u> | <u>785.00</u> | <u>535.00</u> |
| Total Expenses | <u>2,414,724.00</u> | <u>4,719,786.09</u> | <u>7,484,901.53</u> |
| Net Operating Revenue | (936,227.41) | 1,059,021.98 | (2,457,950.78) |
| Other Revenue (Expense) | | | |
| Investment Gain/Loss | (34,675.10) | 28,816.82 | 130,716.40 |
| Net Revenue Over (Under) Expenses | <u>\$ (970,902.51)</u> | <u>\$ 1,087,838.80</u> | <u>\$ (2,327,234.38)</u> |
| Beginning Net Position | | 4,875,279.39 | 6,470,670.64 |
| Ending Net Position | | <u>\$ 5,963,118.19</u> | <u>\$ 4,143,436.26</u> |

DISCUSSION/ACTION ITEMS

SUBJECT: GL & Property Member Application – Cazadero CSD

BACKGROUND AND STATUS:

Member Background

Cazadero Community Services District (“Cazadero”) is a small California special district located in Sonoma County, northwest of Guerneville. The District provides fire protection, fire prevention, streetlighting and parks and recreation services to the local community and has an operating Budget of approximately \$24,000. Cazadero operates one park, Gerald T. Parameter Memorial Park, which consists of roughly 2 acres of open space, a basketball court, and a tennis court. The annual gross payroll is approximately \$3,000.

Cazadero had historically obtained property and liability insurance on the private market until it recently was informed that its policy would not be renewed as of October 25, 2019. Cazadero was then referred to CAPRI in hopes the JPA could meet its insurance needs. To be clear, Cazadero does not intend to seek insurance coverage for anything related to its other community services – instead only seeking liability and property coverage for its parks and recreation services. As such, Cazadero has requested admission to CAPRI as a member of the General Liability & Property program.

Application History & Board’s Interim Approval

Pursuant to CAPRI Policy, any district or Joint Powers Authority organized under the laws of the State of California that provides recreation and park services and is a member of the California Association of Recreation and Park Districts is eligible for membership in the California Association for Park and Recreation Indemnity. The CAPRI Board of Directors must approve all applications for membership before participation and coverage can begin.

In order to be considered for membership, a proposed new member district must provide a completed Rating Questionnaire and a copy of the Joint Powers Agreement signed on behalf of the district. Furthermore, all applicants who request membership in CAPRI, are to receive a review of their District facilities. The Executive Director then prepares a report for the Board of Directors based on that review and the Rating Questionnaire.



Thereafter, the Executive Director is to verify that the District is a member of the California Association of Recreation and Park Districts, compute the applicable contribution based upon criteria established by the Board of Directors, and submit the application with the recommendation of the Executive Director to the Board of Directors for approval.

Notwithstanding these procedures, in the interest of ensuring the public entity secures sufficient coverage in a timely manner, Staff requested that the CAPRI Board conditionally approve Cazadero on an interim basis subject to completion of the above requirements before the next regularly scheduled CAPRI Board Meeting. The CAPRI Board approved interim membership pending completion of the application.

Current Status & Recommendation

Cazadero CSD's application is now complete and Staff hereby submits the following:

- Completed Ratings Questionnaire
- Copy of the Joint Powers Agreement signed on behalf of the District
- CAPRI review of District facilities

As such, CAPRI's Executive Director recommends that the CAPRI Board approve membership for Cazadero Community Services District effective October 25, 2019.

RECOMMENDATION:

Approve membership in CAPRI for Cazadero Community Services District effective October 25, 2019.

FISCAL IMPACT:

Approval of a new member would increase the amount of premiums collected, but also necessarily expose the pool to additional liability and property claims.

REFERENCE MATERIALS ATTACHED:

- Letter from Mr. Matthew Duarte to Cazadero Community Services District re: quote and proposed scope of coverage
- Letter from Mr. Michael Nicholls, Board President for Cazadero Community Services District, re: request for admission into CAPRI
- Cazadero CSD's Completed Ratings Questionnaire
- Copy of CAPRI Joint Powers Agreement as signed by Cazadero CSD
- CAPRI's Review of Facilities



September 23, 2019

Mr. Michael Nicholls
Cazadero Community Services District
Post Office Box 508
Cazadero, CA 94018
Email: mcnicholls@cazadero-csd.org

VIA U.S. MAIL AND EMAIL

RE: CAPRI New Member Inquiry

Dear Mr. Nicholls:

On behalf of the California Association for Park & Recreation Indemnity (“CAPRI”) Board of Directors, thank you for your interest in our organization and the opportunity to provide the Cazadero Community Services District with a quotation for our General Liability & Property program.

After review of your application, I am happy to present the District with a quote in the amount of **\$2,851.00** for the remainder of the 2019-2020 fiscal year. Coverage would be subject to approval by the CAPRI Board of Directors with an effective date as early as October 14, 2019. This quote is based upon an estimated total insured value of \$200,000 in property and \$24,000 in payroll.

In our conversation about potential coverage, you mentioned that the District already has property coverage for equipment related to fire services provided by the District. As such, our quote—as it relates to property—only relates to those “park properties” at the community park. This includes the basketball court, tennis court, children’s playground, and restrooms as identified in your application. My assumption, then, is that the District would like to have its general liability coverage (i.e. personal injury, employment practices, etc.) with CAPRI contain similar limitations. Accordingly, this quote assumes that CAPRI’s coverage will extend to only parks and recreation activities – not any claim related to the other components of the District (i.e. fire services). The District would receive a Memorandum of Coverage with an endorsement that clarifies the scope of coverage consistent with this understanding. If this is not your understanding, please so advise.

This quotation will remain open for ninety (90) days. If you have any questions about this or any of CAPRI’s coverages, please let me know. I look forward to hearing back from you and thank you again for the opportunity to provide your District with a quote to join our program.

Sincerely,

Matthew Duarte
Executive Director



**CAZADERO COMMUNITY SERVICES DISTRICT
PO BOX 508
CAZADERO CA 95421-0508**

October 16, 2019

Mr. Matthew Duarte, Executive Director
CAPRI
6341 Auburn Blvd Suite A
Citrus Heights, CA 95621-5203

Dear Matt:

As a follow up to our board meeting on October 14th, our board voted unanimously to accept the quotation from CAPRI to furnish our Park Insurance, effective October 25, 2010, per the quotation sent to us on September 23, 2019.

Please confirm insurance coverage will be bound on the above effective date. Please submit an invoice to the Attention of: Sherry Kulczewski our Administrative Assistant at her email address cazaderoCSD@comcast.net We will also need an invoice from CARPD as well.

In closing, the Cazadero CSD is honored to join the CAPRI family.

Sincerely,

Michael Nicholls, President
Cazadero Community Services District

Cc: Board of Directors, Cazadero CSD
Sherry Kulczewski - Admin

FIRST AMENDED JOINT POWERS AGREEMENT

OF

CALIFORNIA ASSOCIATION FOR PARK AND RECREATION INDEMNITY (CAPRI)

THIS AGREEMENT is made and entered into in the County of Sacramento, State of California, by and among various special districts organized and existing under the laws of the State of California hereinafter collectively referred to as "districts" and individually as "district", who have or may hereafter sign this Joint Powers Agreement.

RECITALS

WHEREAS California Government Code section 6500 et seq. provides that two or more public agencies may by agreement jointly exercise any power common to the contracting parties; and

WHEREAS California Government Code section 990.4 provides that a local entity may self insure; purchase insurance through an authorized insurer; purchase insurance through a surplus line broker; or any combination thereof; and

WHEREAS California Code section 990.8 provides that two or more local public entities, by a joint powers agreement, may provide insurance for any authorized purpose by any one or more of the methods specified in section 990.4; and

WHEREAS each of the districts which are parties to the agreement desire to join together with other districts in order to collectively self insure their losses and to jointly purchase insurance and administrative services in connection with a joint protection program for said districts; and

WHEREAS it is to the mutual advantage and in the best public interest of the parties to this Joint Powers Agreement to establish this joint powers authority for the purposes stated herein.

NOW, THEREFORE, for and in consideration of the execution of this agreement by other districts, each of the parties hereto does hereby agree as follows:

(1) Purpose: This Joint Powers Agreement is entered into by districts in order to jointly fund and develop programs to provide various insurance coverages for participating member districts, including workers' compensation coverage. These programs shall be provided through collective self-insurance; the purchase of insurance coverages; or a combination thereof. These programs shall also seek to reduce the amount and frequency of losses, and to decrease the costs incurred by districts in the handling and litigation of claims. These purposes shall be accomplished through a joint exercise of powers by said districts pursuant to the terms of this agreement and by the creation of a separate joint powers authority.

(2) Creation of Joint Powers Authority: Pursuant to Section 6500 et seq. of the California Government Code there is hereby created a public entity separate and apart from the parties hereto, to be known as the California Association for Park and Recreation Indemnity, also known as CAPRI. Pursuant to Government Code section 6508.1 the debts, liabilities, and obligations of this joint powers authority shall not constitute debts, liabilities, or obligations of any party to this agreement or of any district. A notice of this agreement shall be filed with the Secretary of State within 30 days after the effective date as required by Government Code section 6503.5.

(3) Membership: Each district which is a party to this agreement must be a district which is duly organized and existing under the laws of the State of California; must be a member of the California Association of Recreation and Park Districts; and must be approved for participation in CAPRI in the manner provided by the Bylaws.

(4) Parties to Agreement: Each district which has signed this agreement certifies that it intends to and does contract with CAPRI, with all other districts who have signed this agreement, and, in addition with each district which may later be added as a party to and may sign this agreement. Each district which has or may hereafter sign this agreement also certifies that the deletion of any district from this agreement by voluntary withdrawal, involuntary termination, or otherwise, shall not affect this agreement nor each district's intent to contract as described above with the then-remaining districts.

(5) Powers of the Authority: CAPRI shall have all of the powers common to districts and all additional powers set forth in the joint powers law. This joint powers authority is hereby authorized to do all acts necessary for the exercise of said common powers, including but not limited to any or all of the following:

- (a) To make and enter into contracts.
- (b) To employ agents and employees and/or contract for such
- (c) To incur debts, liabilities and obligations.
- (d) To acquire, hold, or dispose of property.
- (e) To receive contributions and donations of property, funds, services and other forms of assistance from persons, firms, corporations and governmental entities.

(f) To sue and be sued in its own name.

(g) To exercise all powers necessary and proper to carry out the terms and provisions of this agreement or otherwise authorized by law.

(6) Term of Agreement: This agreement shall become effective when authorized by the Board of Directors of the California Association for Park and Recreation Indemnity (CAPRI). When effective, this agreement shall continue thereafter until terminated as herein provided. This agreement shall become effective as to each member district upon approval of the district's membership by the Board of Directors of CAPRI, execution of this Joint Powers Agreement by the member district and by CAPRI, and by payment by the District of its initial contribution for coverage by CAPRI.

(7) Bylaws: The Bylaws of the California Association for Park and Recreation Indemnity (CAPRI), a copy of which is attached hereto and marked Exhibit "A", are hereby incorporated into this agreement and made a part hereof. Each party to this agreement by the execution hereof agrees to be bound by and to comply with all of the terms and conditions of this Agreement and of said Bylaws as they now exist or may hereafter be amended. The California Association for Park and Recreation Indemnity (CAPRI) shall operate and conduct its business and affairs pursuant to the terms of this Agreement and said Bylaws.

(8) Board of Directors: The California Association for Park and Recreation Indemnity (CAPRI) shall be governed by a Board of Directors which is hereby established and which shall be composed of two members appointed by the Board of Directors of the California Association of Recreation and Park Districts and five

members elected by the districts who have executed this Joint Powers Agreement and are participating in CAPRI. Each member of the Board of Directors shall have one vote. The Board of Directors shall have the authority to conduct all business of this joint powers authority under the provisions hereof and pursuant to law; and shall have such powers and functions as are provided for herein, in the Bylaws, or by law.

(9) Withdrawal or Involuntary Termination: Any district, after completing three fiscal years as a participating member district in any particular joint protection program, may voluntarily withdraw from membership in that program as provided in the Bylaws, or a district may be involuntarily terminated as provided by the Bylaws.

(10) Termination of CAPRI: CAPRI may be terminated at any time upon the agreement of two-thirds of the then member districts. However, this Joint Powers Agreement and CAPRI shall continue to exist for the purpose of paying all claims, the payment of liabilities, the distribution of assets, and all other functions necessary to wind up the affairs of CAPRI. After having made provisions for the payment of all claims and liabilities, CAPRI shall pay to each member district who was a member district of CAPRI at the time of its termination their pro rata share of the remaining assets of CAPRI pursuant to the provisions of the Bylaws.

(11) Amendments: This agreement may be amended by an amendment in writing signed by two-thirds of the districts then parties to this agreement. Upon signature of any amendment of two-thirds of the member districts, any member district failing or refusing to sign such amendment may be involuntarily terminated as a party to this agreement as provided in the Bylaws.

(12) Enforcement: CAPRI is hereby granted authority to enforce this agreement. In the event action is instituted to enforce any term of this agreement or any term of the Bylaws against any district which signed this agreement, the district agrees to pay such sums as the Court may fix as attorney fees and costs in said action.

(13) Nonliability of Member Districts: Nothing in this Joint Powers Agreement or in the Bylaws adopted pursuant hereto shall be construed as imposing liability upon any district, or any director, officer or employee thereof, for the payment of any claim insured against by CAPRI, the sole recourse of claimants being against the funds of participating districts paid into CAPRI for the payment of such claims.

(14) Nonliability of Directors, Officers, Agents, and Employees: The members of the Board of Directors, and the officers, agents, and employees of CAPRI shall not be liable to CAPRI, to any participating member district, or to any other person, for any actual or alleged breach of duty, mistake of judgment, neglect, error, misstatement, misleading statement, or any other act or omission in the performance of their duties hereunder; for any action taken or omitted by any agent, employee, or independent contractor; for loss incurred through the investment or failure to invest funds; or for loss attributable to any failure or omission to procure or maintain insurance; except in the event of fraud, gross negligence, or intentional misconduct of such director, officer, agent, or employee. No director, officer, agent, or employee shall be liable for any action taken or omitted by any other director, officer, agent, or employee. As a public entity, CAPRI shall defend and shall indemnify and hold harmless its directors, officers, agents, and employees against any claim or action arising out of an act or omission

occurring within the scope of employment pursuant to the provisions of Division 3.6, Title 1, of the California Government Code, commencing with Government Code Section 810.

(15) Counterparts: This agreement may be executed in one or more counterparts and shall be as fully effective as though executed in one document.

Dated 1-13-20

Cazadero Community Services District
District
By [Signature]
President / Chairman
By Maurice Berry
Secretary

EXECUTION BY AGENCY

The California Association for Park and Recreation Indemnity (CAPRI), the joint powers authority created by this Joint Powers Agreement, hereby executes this agreement and accepts the district named above as a participating member district in CAPRI subject to all of the terms and conditions set forth in this Joint Powers Agreement and in the Bylaws, effective on _____.

Dated _____

CALIFORNIA ASSOCIATION FOR PARK
AND RECREATION INDEMNITY (CAPRI)

By _____
Administrator - CAPRI

Summary of Initial District Visitation of Cazadero Community Services District

Safety Analyst, Kirk Andre, conducted an initial District visitation on January 6, 2020 with Cazadero's General Manager, Michael Nicholls. Mr. Nicholls also serves as the President on Cazadero's Board of Directors. Through our conversations on January 6, 2020 Mr. Nicholls has the best intentions to help Cazadero Community Services District thrive for the community.

Cazadero has their volunteer fire station at 5980 Cazadero Hwy, Cazadero, CA 95421 which is not being insured through CAPRI.

CAPRI has conditioning approved the interim membership for Cazadero and insuring their park which is across the street from the fire station. This park is the District's only park, Gerald T. Parameter Memorial Park. The park consists of a basketball court, tennis court, playground, and restrooms. Sonoma County is known for their bicyclist and the District has plans of transforming their community garden "Sky Garden" into a rest area for bicyclist to enjoy the scenery. The tennis courts and basketball courts are well maintained and in good condition. The courts were resurfaced a few years ago. The playground is located above the tennis and basketball courts and is well-maintained and the equipment is in good working order. The park has land above the basketball courts that extends to the telephone post which they maintain the vegetation for fire control.









DISCUSSION/ACTION ITEMS

SUBJECT: WC Member Application – Silverado-Modjeska RPD

BACKGROUND AND STATUS:

Silverado-Modjeska Recreation & Park District (“SMRPD”) is a small California special district located in Orange County, east of Anaheim. The District provides parks and recreation services to the local community and also operates a “nature preschool.” SMRPD has an operating Budget of approximately \$114,000 and gross payroll of approximately \$255,000. In addition to the preschool, SMRPD operates two parks each approximately 4 acres in size. Importantly, SMRPD has been a CAPRI General Liability & Property member since 1986.

SMRPD had historically obtained Workers’ Compensation insurance on the private market. In considering its insurance options, SMRPD contacted CAPRI and requested a quotation. After Board review and consideration, SMRPD resolved to join CAPRI’s Workers’ Compensation program effective February 4, 2020.

Pursuant to CAPRI Policy, any district or Joint Powers Authority organized under the laws of the State of California that provides recreation and park services and is a member of the California Association of Recreation and Park Districts is eligible for membership in the California Association for Park and Recreation Indemnity. The CAPRI Board of Directors must approve all applications for membership before participation and coverage can begin.

In order to be considered for membership, a proposed new member district must provide a completed Rating Questionnaire and a copy of the Joint Powers Agreement signed on behalf of the district. Furthermore, all applicants who request membership in CAPRI, are to receive a review of their District facilities. The Executive Director then prepares a report for the Board of Directors based on that review and the Rating Questionnaire.

Thereafter, the Executive Director will verify that the District is a member of the California Association of Recreation and Park Districts, compute the applicable contribution based upon criteria established by the Board of Directors, and submit the application with the recommendation of the Executive Director to the Board of Directors for approval.



Because SMRPD is a member of the General Liability & Property program, the District has already submitted a Ratings Questionnaire and a signed copy of the Joint Powers Agreement. Furthermore, SMRPD received a site visit on or about November 7, 2018 in which they received a Very Good evaluation.

As such, CAPRI's Executive Director recommends that the CAPRI Board approve membership in the WC program for SMRPD effective February 4, 2020.

RECOMMENDATION:

Approve membership in CAPRI's Workers' Compensation program for Silverado-Modjeska Recreation & Park District effective February 4, 2020.

FISCAL IMPACT:

Approval of a new member would increase the amount of premiums collected, but also necessarily expose the pool to additional liability and property claims.

REFERENCE MATERIALS ATTACHED:

- Letter from Mr. Matthew Duarte to SMRPD District re: quote and proposed scope of coverage
- SMRPD's Completed Ratings Questionnaire
- Copy of CAPRI Joint Powers Agreement as signed by SMRPD



January 21, 2020

Silverado Modjeska Recreation and Park District
 Attn: Ms. Isabell Kerins
 P.O. Box 8
 Silverado, CA 92676
 Email: isabell@kerinscolordesign.com

VIA U.S. MAIL AND EMAIL

RE: CAPRI Workers' Compensation Quote | Silverado Modjeska Recreation & Parks District
 Ms. Kerins,

On behalf of the California Association for Park & Recreation Indemnity ("CAPRI") Board of Directors, thank you for your interest in our organization and the opportunity to provide the Silverado Modjeska Recreation & Parks District ("SMRPD") with a quotation for our Workers' Compensation program. For over thirty years, CAPRI has provided our members with excellent customer service at the lowest possible cost. With our singular focus on parks and recreation, we believe we are uniquely suited to serving your District.

The following quotation represents twelve (12) months of coverage for 2019-2020 and is valid for sixty (60) days. The quote is also subject to verification and final underwriting review. Please note that we have approximated an experience modification factor of 100% for estimate purposes based upon the District's reported loss history. Additionally, as SMRPD has indicated it is seeking coverage with a start date of **February 1, 2020**, we have also provided an estimate for a prorated quotation that would cover the remainder of the fiscal year. See below.

| Classification | Estimated Payroll | Manual Rates | Estimated Premium |
|--|-------------------|--------------|------------------------|
| 9410 | \$252,681 | 2.26 | \$5,710.00 |
| 9420 | \$3,030 | 9.73 | \$295.00 |
| Total Annual Premium based on Manual Rates | | | \$6,005.00 |
| Premium Adjusted by experience modification of | | | 100% \$6,005.00 |
| Prorated Premium 02/01/20 - 06/30/20 | | | \$2,502.00 |

We would be remiss if we did not also note that CAPRI's Board recently approved the addition of a **multi-program discount** starting next fiscal year. This means that since SMRPD is already a member of the CAPRI General Liability & Property program, if the District were to also join our Workers' Compensation Program, then SMRPD would be eligible for a discount of as much as five percent (5%) for **each program's premiums** (i.e. 5% savings in GL&P and 5% savings in WC) starting on July 1, 2020. This discount is intended to incentivize joint membership and serve as a thank you to those members who fully participate in CAPRI's programs.

To finalize coverage with CAPRI's WC program, we would only need the following:

1. SMRPD Resolution that provides as follows:
 - a. Approving and agreeing to membership in the CAPRI Workers' Compensation program for an initial 3-year commitment, and
 - b. Authorizing and empowering SMRPD to make application for a Certificate of Consent to Self-Insure workers' compensation liabilities.
2. Signed letter from the District verifying SMRPD has suffered no known losses between July 1, 2019 and the effective date of coverage (to be executed after February 1, 2020);
3. Loss History analysis including Experience Modification rate for 19-20 (if applicable)
4. Completed Application for the Office of Self-Insurance Plans' Certificate of Consent to Self-Insure as a Public Agency Self-Insurer

We are happy to assist in the compilation of these documents and can prepare sample drafts for the SMRPD Board's consideration at a future Board Meeting. Notably, if SMRPD elects to move forward with CAPRI at this time, it will be on an "interim" basis pending final approval by the CAPRI Board, CAPRI's excess insurance provider, and the Office of Self-Insurance Plans. We do not anticipate any delays in obtaining said approvals and, as such, remain prepared to extend coverage to the District on the effective date as requested.

Finally, I should also mention that CAPRI also offers its members several free risk management services including our new Telephonic Nurse Triage service that allows employees and/or supervisors to speak directly with a medical professional in the event of a workplace injury. If you would like to explore this or any of our other services further, please check out our website at <https://www.capri-jpa.org/>.

I wanted to thank you again for the opportunity to provide SMRPD with this quote and hope we can look forward to the District joining our WC Program!

Sincerely,



Matthew Duarte
Executive Director



RATINGS QUESTIONNAIRE 2019-2020

Please answer all questions. Enter N/A if it does not apply.

**PLEASE VERIFY / CORRECT INFORMATION SHOWN
INCLUDING ADDITIONAL RENEWAL QUOTATIONS REQUESTED**

1. **APPLICANT/INSURED:** _____
2. **MAILING ADDRESS:** _____

3. **INSD. STREET ADDRESS:** _____
(For overnight mailings)
(Must be street no.-not P.O. Box) _____
4. **CONTACT NAME/TITLE:** _____

5. **PHONE:** _____ 6. **FAX:** _____

7. **E-MAIL:** _____

8. **COMPLETE NAMED INSURED (*QUALIFIED SELF-INSURED'S ONLY):**

**A Certificate of Consent to Self-Insure naming that "Insured" as a "Qualified Self-Insurer" issued by the State of California Department of Industrial Relations Office of the director. The "Insured" also includes any DBA's or Departments of that entity; however, any "Legal Districts" must obtain their own certificate to become a "Qualified Self-Insurer".*

9. **DESCRIPTION OF OPERATIONS:** _____

10. **FEDERAL TAX ID NUMBER:** _____

11. IS THE PUBLIC ENTITY AFFORDED ANY JUDICIAL OR STATUTORY TORT IMMUNITIES OR TORT CAPS? YES NO

IF YES, DESCRIBE AND GIVE THE STATUTE CITATION: _____

12. DOES THE PURCHASE OF LIABILITY INSURANCE WAIVE ANY APPLICABLE TORT IMMUNITIES/CAPS? YES NO

PERSON COMPLETING APPLICATION: _____

TITLE: _____

DATE APPLICATION COMPLETED: _____

1. LIABILITY INSURANCE

A. GENERAL EXPOSURE INFORMATION

NAMES OF OFFICIALS / EMAIL:

ELECTED: _____ APPOINTED: _____

1. **POPULATION:** _____ AREA (SQ MILES): _____

2. **NUMBER OF EMPLOYEES:**

FULL-TIME: _____

PART-TIME: _____

VOLUNTEERS: _____

FULL-TIME EQUIVALENT: _____

3. **PAYROLL INFORMATION:**

PROVIDE TOTAL GROSS PAYROLL

**2019-2020
PROJECTED**

**2018-2019
CURRENT FY**

**2017-2018
1ST PRIOR FY**

TOTAL \$ _____ \$ _____ \$ _____

4. **TOTAL PROJECTED BUDGET:**

NEXT FISCAL YEAR

CURRENT FISCAL YEAR

LAST FISCAL YEAR

\$ _____

\$ _____

\$ _____

B. SPECIFIC EXPOSURE INFORMATION

1. **BEACH OR WATER FRONT PROPERTY:** YES NO

A) FRONTAGE AREA: YES NO _____ FT MI

2. **WHARVES/PIERS/DOCKS/MARINAS:** YES NO

LAKES OR RESERVOIRS: YES NO

3. **SWIMMING POOLS:** YES NO NUMBER: _____

DIVING BOARDS: # _____AND # OF BOARDS EXCEEDING 3 METERS IN HEIGHT _____

10 METER PLATFORMS: # _____

LIFEGUARDS: # _____

WATER SLIDES: # _____

4. **GOLF COURSES:** YES NO

5. **SUMMER CAMPS:** YES NO

6. **ZOOS:** YES NO NUMBER: _____

7. **AMUSEMENT PARKS:** YES NO NUMBER: _____

8. **MECHANICAL RIDES:** YES NO NUMBER: _____

9. **ANY OTHER RIDES:** YES NO

IF YES, DESCRIBE: _____

10. **SKATEBOARD PARKS:** YES NO NUMBER: _____

11. **WATER PARKS:** YES NO NUMBER: _____

12. **STADIUMS & GRANDSTANDS OR BLEACHERS (OVER 5,000 SEATING CAPACITY):** YES NO

NUMBER _____ CAPACITY _____

13. **BOATS, TUGS OR FERRIES:** YES NO
DESCRIBE: (TYPE, USE, SIZE, HORSEPOWER) _____
-
14. **RECREATIONAL WATER FACILITIES:** YES NO
DESCRIBE: _____
-
15. **PARKS:** YES NO
NUMBER AND AREA OF EACH IN ACRES: _____
-
16. **FAIRGROUNDS:** YES NO AREA: _____
DESCRIBE: _____
-
17. **RACE TRACKS:** YES NO
DESCRIBE: _____
-
18. **SPECIAL EVENTS SPONSORED BY INSURED:** YES NO
(FESTIVALS, EXHIBITIONS, ETC.)
DESCRIBE: _____
-
19. **EXHIBITION HALL/AUDITORIUM/CONVENTION CENTER:** YES NO
20. **LANDFILLS OR DUMP SITES:** YES NO NUMBER: _____
21. **DAMS/RESERVOIRS:** YES NO NUMBER: _____
- LEVEES/DIKES:** YES NO NUMBER: _____
- IF YES AND COVERAGE IS REQUESTED, PLEASE PROVIDE SUPPLEMENTAL WATERWAYS QUESTIONNAIRE FORM AND LATEST INSPECTION REPORT FOR EACH*
22. **WATERCRAFT** (OWNED OR LEASED) OVER 25 FEET: YES NO
NUMBER: _____
23. **MILEAGE OF CITY STREETS OR ROADS:**
PAVED: _____
UNPAVED: _____
24. **FIRE DEPARTMENT:**
NUMBER OF PAID FIREMEN: PART TIME: _____
FULL TIME: _____
VOLUNTEERS: _____
NUMBER OF PARAMEDICS/EMT'S: _____
25. **LAW ENFORCEMENT:**
NUMBER OF OFFICERS AUTHORIZED TO CARRY FIREARMS: _____
NUMBER OF SWORN OFFICERS: FULL TIME: _____
PART TIME: _____
NUMBER OF RESERVES: CLASS I: _____
CLASS II: _____
NUMBER OF SHERIFF/POLICE STATIONS: _____
NUMBER OF POLICE DOGS: _____
NUMBER OF JAILS: _____ TOTAL SQ.FT. _____
NUMBER OF HOLDING CELLS: _____ TOTAL SQ.FT. _____
NUMBER OF BEDS: _____
NUMBER OF INMATES: _____
MAXIMUM LENGTH OF DETENTION: _____
NUMBER OF OTHER PERSONNEL: _____

IS THERE A WRITTEN POLICY AND PROCEDURES MANUAL: YES NO

IS THERE WRITTEN PURSUIT POLICY? YES NO

26. **GAS, POWER AND LIGHT DEPARTMENT:**

DESCRIBE: _____

PAYROLL: \$ _____

SOURCE(S) OF SUPPLY: _____

TOTAL BUDGET: GAS: \$ _____

ELECTRIC: \$ _____

NUMBER OF CUSTOMERS:

A. RESIDENTIAL _____

B. COMMERCIAL _____

C. INDUSTRIAL _____

D. AMOUNT PURCHASED ANNUALLY _____

E. DOES SYSTEM GENERATE,
STORE OR DISTRIBUTE _____

27. **WATER AND WASTEWATER DEPARTMENT:** YES NO

NUMBER OF EMPLOYEES: _____

TOTAL BUDGET: WATER: \$ _____

WASTEWATER: \$ _____

ANNUAL DISTRIBUTION (TOTAL GALLONAGE): WATER: _____

ANNUAL GALLONS HANDLED: WASTEWATER: _____

SOURCE OF SUPPLY: _____

SEWERS: YES NO NUMBER OF MILES: _____

STORM SEWERS/DRAINS: YES NO NUMBER OF MILES: _____

28. **DAY CARE CENTERS:** YES NO TOTAL ENROLLMENT: _____

29. **MEDICAL CARE FACILITIES:** YES NO IF YES, COMPLETE THE FOLLOWING::

CLINICS: # _____ EMPLOYED NURSES: _____ EMPLOYED PHYSICIANS: _____

HOSPITALS: # _____ EMPLOYED NURSES: _____ EMPLOYED PHYSICIANS: _____

NURSING HOMES: # _____ EMPLOYED NURSES: _____ EMPLOYED PHYSICIANS: _____

AMBULANCE SERVICE: YES NO

A. DOES APPLICANT OPERATE OUTPATIENT CLINICS? YES NO

B. IF COVERAGE IS PROVIDED SEPARATELY, PLEASE LIST CARRIER _____

IF ANSWER TO A, ABOVE, IS YES, AND NO COVERAGE PROVIDED ELSEWHERE, PLEASE
COMPLETE THE FOLLOWING:

IMMUNIZATION CLINICS YES NO

TUBERCULOSIS TESTING CLINICS YES NO

CHEST X-RAY CLINICS PRE-MARITAL EXAMS YES NO

PREGNANCY EXAMS & CHECKUPS YES NO

WELL-BABY CLINICS YES NO

EMPLOYMENT PHYSICALS YES NO

VENEREAL DISEASE CLINICS YES NO

DENTAL CLINICS YES NO

DO CLINIC DOCTORS DELIVER BABIES? YES NO

IF YES, DESCRIBE HOW DOCTORS ARE INSURED FOR MEDICAL MALPRACTICE: _____

PRIMARY CARE CLINICS YES NO

(PRIMARY CARE MEANS FIRST CONTACT WITH DOCTOR, IT DOES NOT INCLUDE
EMERGENCY CARE, SPECIALTY CARE, BONE SETTINGS, STITCHES.)

30. **MENTAL HEALTH CLINICS:** YES NO NUMBER: _____
- A. TOTAL NUMBER OF VISITS PER YEAR _____
- B. MENTAL HEALTH – SERVICES NOT INSURED UNDER OUTSIDE CONTRACT
- SENIOR OUTREACH PROGRAM YES NO
- CRIMINAL JUSTICE SCREENING YES NO
- OUTPATIENT CENTERS YES NO
- CHILDREN’S CENTERS YES NO
- ALCOHOL TREATMENT YES NO
- CRISIS SERVICE YES NO
- C. ARE THERE ANY IN-PATIENT FACILITIES? YES NO
- IF YES, PLEASE DESCRIBE (NUMBER OF BEDS AND SERVICES PROVIDED)_____
-
- D. MENTAL HEALTH STAFF (PROVIDE NUMBER)
- FULL-TIME MD _____ PART-TIME MD _____
- CLINICAL NURSE SPECIALIST _____ OCCUPATIONAL THERAPIST _____
- PARAPROFESSIONAL _____ MENTAL TECHNICIAN _____
- PSYCHIATRIC SOCIAL WORKER _____ CLINICAL PSYCHOLOGIST _____
- PSYCHOLOGIST _____ REHABILITATION COUNSELOR _____
- OTHER MENTAL HEALTH PROFESSIONAL STAFF: DESCRIBE _____
-

31. **PARKING AUTHORITY:** YES NO
- NUMBER STRUCTURES/LOTS: _____
32. **ANIMAL CONTROL DEPT.:** YES NO BUDGET: \$ _____
33. **REDEVELOPMENT AGENCY:** YES NO
34. **HOUSING AUTHORITY:** YES NO BUDGET: \$ _____
- A. NUMBER OF BUILDINGS _____
- B. NUMBER OF UNITS _____
- C. NUMBER OF BUILDINGS MORE THAN (3) STORIES _____
35. **CHEMICAL SPRAYING:** YES NO
36. **RADIO OR TELEVISION BROADCASTING:** YES NO
37. **GARBAGE COLLECTION:** YES NO
38. **TRAIN STATIONS/BUS TERMINALS:** YES NO
- A. IF YES, DESCRIBE: _____
-
- B. WHO IS RESPONSIBLE FOR THE OPERATIONS? _____

C. MISCELLANEOUS

4. **DOES THE APPLICANT HAVE A:**
- A. FULL TIME RISK MANAGER YES NO
- B. PART TIME RISK MANAGER YES NO
- C. FULL TIME SAFETY OFFICER YES NO
- D. PART TIME SAFETY OFFICER YES NO
- E. WRITTEN RISK MANAGEMENT OR SAFETY POLICY YES NO
- DESCRIBE: _____
-

D. AUTOMOBILE INSURANCE

PLEASE INDICATE TOTAL NUMBER OF EACH TYPE OF VEHICLE BELOW.
PLEASE DO NOT INCLUDE ANY NON-LICENSED MOBILE EQUIPMENT OR TRAILERS:

1. LICENSED POLICE AND FIRE PRIVATE PASSENGER _____

MOTORCYCLES/SCOOTERS: _____

2. LICENSED OTHER PRIVATE PASSENGER: _____

3. LICENSED LIGHT COMMERCIAL (10,000 LBS. OR LESS GVW):

PICKUPS OR VANS: _____

AMBULANCE OR RESCUE: _____

4. LICENSED MEDIUM _____

5. LICENSED HEAVY COMMERCIAL (20,001 OR MORE GVW):

REFUSE _____ TRUCKS _____

FIRE PUMPER _____ *BUSES _____

*IF NOT TRANSIT, PLEASE DESCRIBE USE: _____

FIRE OTHER _____

OTHER LICENSED VEHICLES _____ (VEHICLES FOR HIGHWAY USE ONLY-NO TRAILERS)

6. TRANSIT SYSTEM: YES NO

DESCRIBE: NUMBER OF VEHICLES AND PASSENGERS PER VEHICLE: (*PASSENGER CAPACITY)

*0-20 _____ *20-40 _____ *40-60 _____ *60+ _____

FIXED ROUTE NON-FIXED ROUTE

RAIL EXPOSURE: YES NO

IF YES, NUMBER OF RAIL MILES: _____

NUMBER OF PASSENGERS: _____

PASSENGER REVENUE: _____

RAIL VEHICLES: (I.E. LOCOMOTIVES, RAIL CARS, ETC) _____

IF ANY TRANSIT OPERATIONS CONTRACTED OUT, PROVIDE LIMITS OF INSURANCE CARRIED BY CONTRACTOR

7. MINI BUSES: YES NO NUMBER: _____

8. DIAL-A-RIDE OR SIMILAR PROGRAMS: YES NO

9. AIRPORT OWNED BY CITY: YES NO

10. SCHOOLS OPERATED BY INSURED: YES NO

(IF YES, SUBMIT A SEPARATE SCHOOL SUPPLEMENTAL APPLICATION IF COVERAGE IS DESIRED)

REPRESENTATION:

IT IS REPRESENTED THAT THE INFORMATION CONTAINED HEREIN IS TRUE AND THAT IT SHALL BE THE BASIS OF THE POLICY OF INSURANCE, SHOULD ANY INSURER EVIDENCE ITS ACCEPTANCE OF THIS APPLICATION BY ISSUANCE OF A POLICY.

CITY OR
PUBLIC
ENTITY
OFFICIAL'S
SIGNATURE

DATE: _____

TITLE: _____

JOINT POWERS AGREEMENT

THIS AGREEMENT is made and entered into in the County of Sacramento, State of California, by and among various special districts organized and existing under the laws of the State of California, hereinafter collectively referred to as "districts" and individually as "district", who have or may hereafter sign this Joint Powers Agreement.

RECITALS

WHEREAS California Government Code section 6500 et seq. provides that two or more public agencies may by agreement jointly exercise any power common to the contracting parties; and

WHEREAS California Government Code section 990.4 provides that a local entity may self insure; purchase insurance through an authorized insurer; purchase insurance through a surplus line broker; or any combination thereof; and

WHEREAS California Government Code section 990.8 provides that two or more local public entities, by a joint powers agreement, may provide insurance for any authorized purpose by any one or more of the methods specified in section 990.4; and

WHEREAS each of the districts which are parties to the agreement desire to join together with other districts in order to collectively self insure their losses and to jointly

purchase insurance and administrative services in connection with a joint protection program for said districts; and

WHEREAS it is to the mutual advantage and in the best public interest of the parties to this Joint Powers Agreement to establish this joint powers authority for the purposes stated herein.

NOW, THEREFORE, for and in consideration of the execution of this agreement by other districts, each of the parties hereto does hereby agree as follows:

(1) Purpose: This Joint Powers Agreement is entered into by districts in order to jointly fund and develop programs to provide various insurance coverages for participating member districts, not including workers' compensation coverage. These programs shall be provided through collective self-insurance; the purchase of insurance coverages; or a combination thereof. These programs shall also seek to reduce the amount and frequency of losses, and to decrease the costs incurred by districts in the handling and litigation of claims. These purposes shall be accomplished through a joint exercise of powers by said districts pursuant to the terms of this agreement and by the creation of a separate joint powers authority.

(2) Creation of Joint Powers Authority: Pursuant to Section 6500 et seq. of the California Government Code there is hereby created a public entity separate and apart from the

parties hereto, to be known as the California Association for Park and Recreation Insurance, also known as CAPRI. Pursuant to Government Code section 6508.1 the debts, liabilities, and obligations of this joint powers authority shall not constitute debts, liabilities, or obligations of any party to this agreement or of any district. A notice of this agreement shall be filed with the Secretary of State within 30 days after the effective date as required by Government Code Section 6503.5.

(3) Membership: Each district which is a party to this agreement must be a district which is duly organized and existing under the laws of the State of California; must be a member of the California Association of Recreation and Park Districts; and must be approved for participation in CAPRI in the manner provided by the Bylaws.

(4) Parties to Agreement: Each district which has signed this agreement certifies that it intends to and does contract with CAPRI, with all other districts who have signed this agreement, and, in addition with each district which may later be added as a party to and may sign this agreement. Each district which has or may hereafter sign this agreement also certifies that the deletion of any district from this agreement by voluntary withdrawal, involuntary termination, or otherwise, shall not affect this agreement nor each

district's intent to contract as described above with the then-remaining districts.

(5) Powers of the Authority: CAPRI shall have all of the powers common to districts and all additional powers set forth in the joint powers law. This joint powers authority is hereby authorized to do all acts necessary for the exercise of said common powers, including but not limited to any or all of the following:

- (a) To make and enter into contracts.
- (b) To incur debts, liabilities and obligations.
- (c) To acquire, hold, or dispose of property.
- (d) To receive contributions and donations of property, funds, services and other forms of assistance from persons, firms, corporations and governmental entities.
- (e) To sue and be sued in its own name.
- (f) To exercise all powers necessary and proper to carry out the terms and provisions of this agreement or otherwise authorized by law.

(6) Term of Agreement: This agreement shall become effective when authorized by the Board of Directors of the California Association for Park and Recreation Insurance (CAPRI). When effective, this agreement shall continue thereafter until terminated as herein provided. This agreement shall become effective as to each member district upon

approval of the district's membership by the Board of Directors of CAPRI, execution of this Joint Powers Agreement by the member district and by CAPRI, and by payment by the District of its initial premium for coverage by CAPRI.

(7) Bylaws: The Bylaws of the California Association for Park and Recreation Insurance (CAPRI), a copy of which is attached hereto and marked Exhibit "A", are hereby incorporated into this Agreement and made a part hereof. Each party to this Agreement by the execution hereof agrees to be bound by and to comply with all of the terms and conditions of this Agreement and of said Bylaws as they now exist or may hereafter be amended. The California Association for Park and Recreation Insurance (CAPRI) shall operate and conduct its business and affairs pursuant to the terms of this Agreement and said Bylaws.

(8) Board of Directors: The California Association for Park and Recreation Insurance (CAPRI) shall be governed by a Board of Directors which is hereby established and which shall be composed of two members appointed by the Board of Directors of the California Association of Recreation and Park Districts and five members elected by the districts who have executed this Joint Powers Agreement and are participating in CAPRI. Each member of the Board of Directors shall have one vote. The Board of Directors shall have the authority to conduct all business of this joint powers authority

under the provisions hereof and pursuant to law; and shall have such powers and functions as are provided for herein, in the Bylaws, or by law.

(9) Withdrawal or Involuntary Termination: Any district, after completing three fiscal years as a participating member district in any particular joint protection program, may voluntarily withdraw from membership in that program as provided in the Bylaws, or a district may be involuntarily terminated as provided in the Bylaws.

(10) Termination of CAPRI: CAPRI may be terminated at any time upon the agreement of all of the then member districts provided, however, that this Joint Powers Agreement and CAPRI shall continue to exist for the purpose of disposing of all claims, the distribution of assets, and all other functions necessary to wind up the affairs of CAPRI. Upon termination CAPRI shall pay to the then member districts their pro rata share of the net assets of CAPRI pursuant to the provisions of the Bylaws.

(11) Amendments: This agreement may be amended by an amendment in writing signed by two-thirds of the districts then parties to this agreement. Upon signature of any amendment by two-thirds of the member districts, any member district failing or refusing to sign such amendment may be involuntarily terminated as a party to this agreement as provided in the Bylaws.

(12) Enforcement: CAPRI is hereby granted authority to enforce this agreement. In the event action is instituted to enforce any term of this agreement or any term of the Bylaws against any district which signed this agreement, the district agrees to pay such sums as the Court may fix as attorney fees and costs in said action.

(13) Nonliability of Member Districts: Nothing in this Joint Powers Agreement or in the Bylaws adopted pursuant hereto shall be construed as imposing liability upon any district, or any director, officer or employee thereof, for the payment of any claim insured against by CAPRI, the sole recourse of claimants being against the funds of participating districts paid into CAPRI for the payment of such claims.

(14) Nonliability of Directors, Officers, Executive Secretary, Agents, and Employees: The members of the Board of Directors, and the officers, executive secretary, agents, and employees of CAPRI shall not be liable to CAPRI, to any participating member district, or to any other person, for any actual or alleged breach of duty, mistake of judgment, neglect, error, misstatement, misleading statement, or any other act or omission in the performance of their duties hereunder; for any action taken or omitted by any agent, employee, or independent contractor; for loss incurred through the investment or failure to invest funds; or for

loss attributable to any failure or omission to procure or maintain insurance; except in the event of fraud, gross negligence, or intentional misconduct of such director, officer, executive secretary, agent, or employee. No director, officer, executive secretary, agent, or employee shall be liable for any action taken or omitted by any other director, officer, executive secretary, agent, or employee. CAPRI shall defend and shall indemnify and hold harmless its directors, officers, executive secretary, agents, and employees from any and all claims, demands, causes of action, and damages arising out of their performance of their duties as such directors, officers, executive secretary, agents, or employees of CAPRI except in the event of fraud, gross negligence, or intentional misconduct, and the funds of CAPRI shall be used for such purpose. CAPRI may purchase conventional insurance to protect CAPRI, and its participating member districts, against any such acts or omissions by its directors, officers, executive secretary, agents, and employees.

(15) Counterparts: This agreement may be executed in one or more counterparts and shall be as fully effective as though executed in one document.

Silverado - Modjeska
Parks & Recreation District

By [Signature]
President

By [Signature]
Secretary

DISCUSSION/ACTION ITEMS

SUBJECT: CAPRI Policy & Procedure Review

BACKGROUND AND STATUS:

The current CAPRI Policy and Procedure Manual outlines the procedures for admission of Members into the pool. In processing recent applications, Staff has recognized the current procedures hamper CAPRI's ability to expedite issuance of primary and excess coverage. Staff is proposing modifications to the Manual that specifically address this issue and allow Staff to process applications in a timely manner and, then, bring the Member Application to the Board for ratification.

RECOMMENDATION:

Authorize revisions to CAPRI's Policy and Procedures Manual consistent with Staff's proposed draft.

FISCAL IMPACT:

None.

REFERENCE MATERIALS ATTACHED:

- CAPRI Policy & Procedure Manual, Section IV- Redline with proposed revisions
- CAPRI Policy & Procedure Manual, Section IV- Clean with proposed revisions

IV. MEMBERSHIP

A. Requirements for Membership:

Any district or Joint Powers Authority organized under the laws of the State of California that provides recreation and park services and is a member of the California Association of Recreation and Park Districts is eligible for membership in the California Association for Park and Recreation Indemnity ("CAPRI").

Deleted: The Board of Directors must approve all applications for membership before participation and coverage can begin. ...

B. Procedures for Admission of New Member District:

(1) Application Procedure:

In order to be considered for membership, a proposed new member district must provide CAPRI with the following:

Deleted: the Administrator

- (a) A completed Rating Questionnaire.
- (b) A copy of the Joint Powers Agreement signed on behalf of the district.

All applicants who request membership in CAPRI, are to receive a review of their district facilities. CAPRI Staff is to prepare a report for the Board of Directors based on that review and the Rating Questionnaire.

Deleted: The Administrator

(2) Admission Procedure:

CAPRI will:

Deleted: The Administrator

- (a) Verify that the district is a member of the California Association of Recreation and Park Districts.
- (b) Compute the applicable contribution based upon criteria established by the Board of Directors.
- (c) Complete a review of the district facilities.
- (d) Submit the application with the recommendation of the Executive Director to the Board of Directors for approval.

Deleted: -

Deleted: The Administrator will c

Deleted: Administrator

(3) Completion of Admission:

If a proposed member district provides all application materials and receives a satisfactory review of its district facilities, interim admission may be approved by the Executive Director subject to final ratification by the CAPRI Board of Directors. If interim admission is approved by the Executive Director, then CAPRI will process the necessary paperwork regarding billing, confirmation of coverage, and attachment to excess or group purchased coverage.

Deleted: California Association for Park and Recreation Indemnity Board of Directors,

Deleted: the Administrator will so advise the applicant and...

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B. Procedures for Admission of New Member District:

(1) Application Procedure:

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(2) Admission Procedure:

~~The Administrator~~CAPRI will:

- (a) Verify that the district is a member of the California Association of Re-creation and Park Districts.
- (b) ~~The Administrator will e~~Compute the applicable contribution based upon criteria established by the Board of Directors.
- (c) Complete a review of the district facilities.

(d) Submit the application with the recommendation of the ~~Administrator~~ Executive Director to the Board of Directors for approval.

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DISCUSSION/ACTION ITEMS

SUBJECT: WC Premium Allocation Formula Review

BACKGROUND AND STATUS:

At the July 2019 CAPRI Board of Directors Meeting, Derek Burkhalter from Bickmore Actuarial presented the Board with different options as it related to the Workers' Compensation Premium Allocation formula – specifically the Experience Modification Factor ("Ex Mod"). Consistent with Board direction at that meeting, Staff worked with Bickmore who developed three alternatives for consideration.

These three alternatives include the following:

- 3 Year Loss History with no weighting and no loss limits (Current Formula)
- 3 Year Loss History with 75% weighting, Losses Limited to \$100K
- 3 Year Loss History with 75% weighting, Losses Limited to \$50K

Staff has reviewed these allocation formulas with Bickmore and Alliant and is currently recommending Option #3 for the pool. There are several reasons for this recommendation.

As the Board may recall, CAPRI's current WC premium calculation did not account for weighting or limits on losses. In the absence of these factors, CAPRI instead instituted a 20% cap on increases and later decreases after the Ex Mod had been calculated. This methodology, while promoting rate stability, was not the most equitable or responsive way of allocating premiums to the membership.

However, with the use of weighting and reasonable loss limits in the Ex Mod calculation, the pool can still maintain rate stability -- while at the same time incentivizing member responsibility in a way that is most fair to all.

Furthermore, Staff believes a loss limit of \$50,000 per occurrence will minimize the impact of a large loss and instead emphasize the frequency of the claims. Because the average incurred value claim in the pool the past five years has been approximately \$12,000, it is believed that limiting losses to \$50,000 will serve the intended purpose of spreading the cost of claims to those that suffered the loss without unduly impacting their rates.



Lastly, adopting this allocation formula will make the WC premium calculation consistent with the methodology of the GL/Property program which also utilizes weighting and a \$100,000 loss limit.

Staff will be prepared to further discuss its recommendation and review the materials prepared by Bickmore at the Meeting.

RECOMMENDATION:

Consistent with the Board’s responsibility to establish premium allocation formulas for member premiums, the Board should direct Staff to utilize a 3 Year Loss History with 75% weighting, and losses limited to \$50,000 per occurrence.

FISCAL IMPACT:

There will be \$0 fiscal impact on CAPRI as CAPRI will collect premiums consistent with the funding level established by the Board. However, member premiums for each District will be impacted based upon the allocation method selected by the Board.

REFERENCE MATERIALS ATTACHED:

- Bickmore Actuarial Presentation from July 2019
- Bickmore WC Experience Modifier Calculations

California Association for Park & Recreation Indemnity (CAPRI)



Discussion Regarding Alternative Cost Allocation Methodologies - Workers' Compensation

Board of Director's Meeting
Wednesday, July 23, 2019

Derek Burkhalter, ACAS, MAAA
Senior Manager, Bickmore Actuarial



This document was designed for discussion purposes only and is not intended to present detailed information on our analysis and findings. It is incomplete, and not intended to be used, without the accompanying oral presentation and discussion.

Know Your Number Quiz !!!

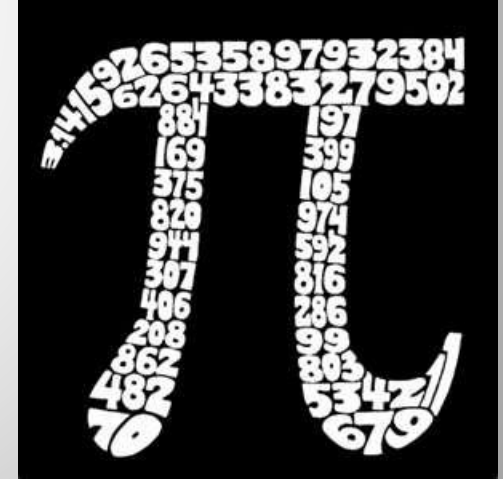


Know Your Numbers Quiz!

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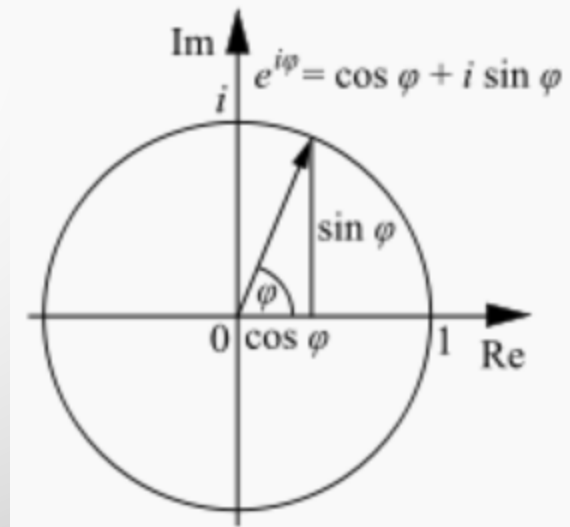


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The mathematical constant *e*



Know Your Numbers Quiz!

8.675309...



=

Jenny's
Phone #

Workers' Compensation Program

Premiums, X-mods, and
Other Fun Stuff



Typical Premium Calculation

- First, a base rate is calculated based upon the experience of the entire pool, and used to determine the initial premium.
- Next, an X-Mod is calculated for each member, representing the relationship between the “experience” of the member and the “experience” of the average.

X-Mods are the member scorecards!

- A factor greater than 1.00 indicates that the member's expected loss rate is worse than the average.
- Conversely, a factor less than 1.00 indicates that the member's expected loss rate is better than the average.

More Specifically...Step 1

Step 1: Total premium calculation goes as follows:

- Single base rate calculated based on pool experience taken from actuarial report (Expected)
 - \$3.00
- Multiply base rate by total pool payroll to determine Indicated Pool Premium
 - $\$3,476,000 = \$3.00 \times (\$116,425,600 / \$100)$
- This is how much we need to collect for claim costs!

More Specifically...Step 2

Step 2: Member premium calculation goes as follows:

- Unmodified: Base Rate x Member Payroll
 - Example: $\$3.00 \times (\$5,000,000 / \$100) = \$150,000$
- Modified: Base Rate x Member Payroll x Member X-mod
 - Example: $\$3.00 \times (\$5,000,000 / \$100) \times 0.90 = \$135,000$

WCIRB X-Mod Formula

Uses 3 years of loss experience and payroll

Experience Rat' Expected Excess Losses

Actual Excess Losses

Expected Primary Loss

$$= \frac{\text{Payroll} \times \text{ELR} \times \text{D-Ratio for class A}}{\text{ELR} \times \text{D-Ratio for class B}} - 27,000 \text{ per claim}$$

$$+ \text{Payroll} \times \text{ELR} \times (1 - \text{D-Ratio}) \text{ for class A}$$

$$+ \text{Payroll} \times \text{ELR} \times (1 - \text{D-Ratio}) \text{ for class B}$$

$$+ \text{Payroll} \times \text{ELR} \times (1 - \text{D-Ratio}) \text{ for class C}$$

$C_e = \text{Class C Experience Ratio}$
 $E_e = \text{Expected Excess Losses}$
 $E = \text{Expected Losses}$



Huh ????

Cost Allocation

Considerations...

Selection of the appropriate cost allocation plan involves consideration of a number of trade-offs.



To Answer Your Question...



There is no single
“correct” cost
allocation plan!

Sharing vs. Bearing

To what extent are members expected to pay for their own losses?

More bearing → More incentive for safety

Responsiveness vs. Stability

How quickly should premiums respond to bad/good experience?

More responsive → More incentive for safety

Equity vs. Simplicity

How complicated should the plan be?

A very detailed calculation may have a better answer, but nobody can explain why.

Cost Allocation

Plan Parameters...

The parameters of the cost allocation plan can be adjusted to meet the needs of the pool.



Years of Experience

- How many and which ones?
- Fewer and recent years increases responsiveness
- More and older years increases stability

Loss Limiting

- How much of each loss is included?
- Lower limit emphasizes frequency
- High limit allows severity to have more of an impact

Weight to Member Experience

- How much weight should be given to the member's losses?
- More weight given to more predictable experience
- Higher weight implies more bearing than sharing

Annual Caps

- How much swing in premiums is acceptable each year?
- Capping adds stability, but also increases subsidization

Cost Allocation

Some Samples...



X-Mods: Example

Experience Modification Factors

5 Year Experience Period, \$100,000 Loss Cap, 75% Maximum Experience Weight

Calculation of 2016-17 Experience Modification Factors

| Member | 2010-11 to 2014-15 Payroll | Weighting | 2010-11 to 2014-15 Incurred Losses | 2010-11 to 2014-15 Incurred Limited to \$100K | 2010-11 to 2014-15 Inc \$100K Loss Ratio | 2016-17 Experience Modification Factor |
|-------------|----------------------------------|-----------|---|--|---|---|
| Member 1 | \$3,039,956 | 12.7% | \$178,661 | \$178,661 | 5.877 | 1.179 |
| Member 2 | 7,250,313 | 25.8% | 15,543 | 15,543 | 0.214 | 0.768 |
| Member 3 | 62,649,152 | 75.0% | 1,839,394 | 1,192,252 | 1.903 | 0.829 |
| Member 4 | 4,045,675 | 16.2% | 481,660 | 246,554 | 6.094 | 1.242 |
| CAPRI Total | \$413,168,695 | | \$14,449,937 | \$10,257,815 | 2.483 | 1.000 |

X-Mods: Basic Options

- Base Option: 5-Year, \$100K Cap, 75% Weight
- Option 2: 3-Year, \$50K Cap, 75% Weight
- Option 3: 3-Year, \$100K Cap, 50% Weight
- Option 4: 3-Year, \$100K Cap, 75% Weight

X-Mod Options: WHICH ONE ???

- Need to consider pool's appetite for risk sharing vs bearing
- Need to consider pool's appetite for responsiveness vs stability
- Need to consider equity vs simplicity

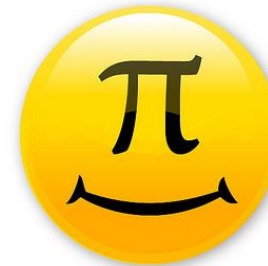
Any change implemented would be phased in over two or more years to mitigate impact!

Questions ??

Ask an Actuary !

Call 1-800-[(10x)²-2x+34]

$\sqrt{-1}$ ❤️
MATH



Have an
Irrational Day
3.14

California Association for Park & Recreation Indemnity
Workers' Compensation
Experience Modification Factors (PAYROLL BASIS)
3 Year Exp. Period, Current vs. \$100K vs \$50K Loss Cap, 75% Experience Weight
Experience Modification Factor Comparison

| Member | Current | \$100K Limited | \$50K Limited | Change |
|---|---|---|---|--------|
| | 2019-20 Experience Modification Factor | Proposed 2019-20 Experience Modification Factor | Proposed 2019-20 Experience Modification Factor | |
| Ambrose Recreation & Park District | 0.790 | 0.906 | 0.910 | 0.4% |
| Arcade Creek Recreation & Park District | 1.700 | 1.253 | 1.156 | -7.7% |
| Arden Manor Recreation & Park District | 1.110 | 1.002 | 1.038 | 3.6% |
| Arden Park Recreation & Park District | 0.830 | 0.911 | 0.915 | 0.4% |
| Auburn Area Recreation & Park District | 1.220 | 1.037 | 1.054 | 1.6% |
| Bear Mountain Recreation & Park District | 1.110 | 0.955 | 0.965 | 1.0% |
| Bear River Recreation & Park | 0.860 | 0.975 | 0.979 | 0.4% |
| Beaumont-Cherry Valley Recreation & Park District | 0.770 | 0.863 | 0.871 | 0.9% |
| Belvedere-Tiburon | 0.970 | 0.867 | 0.877 | 1.2% |
| Boulder Creek | 0.860 | 0.949 | 0.954 | 0.5% |
| Buttonwillow | 0.860 | 0.959 | 0.964 | 0.5% |
| CAPRI | 0.860 | 0.926 | 0.931 | 0.5% |
| Carmichael Recreation & Park District | 1.270 | 0.966 | 1.021 | 5.7% |
| Central Plumas Recreation and Park District | 0.860 | 0.943 | 0.947 | 0.4% |
| Coalinga-Huron Recreation & Park District | 0.670 | 0.844 | 0.849 | 0.6% |
| Cordova Recreation & Park District | 0.840 | 0.755 | 0.834 | 10.5% |
| Desert Recreation District | 1.310 | 1.010 | 0.945 | -6.4% |
| Dunsmuir Recreation & Park | 0.860 | 0.975 | 0.980 | 0.5% |
| Durham Recreation & Park District | 0.800 | 0.905 | 0.909 | 0.4% |
| Fair Oaks Recreation & Park District | 1.840 | 1.138 | 1.247 | 9.6% |
| Fulton-El Camino Recreation & Park District | 2.460 | 1.453 | 1.506 | 3.6% |
| Greater Vallejo Recreation & Park District | 0.800 | 0.784 | 0.853 | 8.8% |
| Hayward Area Recreation & Park District | 1.100 | 1.079 | 1.132 | 4.9% |
| Hesperia Recreation & Park District | 1.080 | 0.883 | 0.954 | 8.0% |
| Highlands Recreation & Park District | 0.730 | 0.771 | 0.780 | 1.2% |
| Isla Vista Recreation & Park District | 0.970 | 0.879 | 0.899 | 2.3% |
| Jurupa Area Recreation & Park District | 1.120 | 1.156 | 1.069 | -7.5% |
| Ladera Recreation District | 0.860 | 0.926 | 0.930 | 0.4% |
| Lake Cuyamaca Recreation and Park District | 0.770 | 0.918 | 0.922 | 0.4% |
| Livermore Area Recreation & Park District | 0.970 | 0.815 | 0.755 | -7.4% |
| McFarland Recreation & Park District | 1.730 | 1.326 | 1.340 | 1.1% |
| Mendocino Coast Recreation & Park District | 1.070 | 0.833 | 0.858 | 3.0% |
| Mission Oaks Recreation & Park District | 0.970 | 0.927 | 0.918 | -1.0% |
| Monte Rio | 1.110 | 1.017 | 1.040 | 2.3% |
| Mt. Shasta Recreation & Parks District | 0.780 | 0.915 | 0.919 | 0.4% |
| North Highlands Recreation & Park District | 0.720 | 0.864 | 0.873 | 1.0% |
| North of the River Recreation and Park District | 1.740 | 1.584 | 1.422 | -10.2% |
| Orangevale Recreation & Park District | 0.850 | 0.855 | 0.871 | 1.9% |
| Paradise Recreation & Park District | 1.680 | 1.250 | 1.209 | -3.3% |
| Pleasant Hill Recreation & Park District | 0.700 | 0.633 | 0.663 | 4.7% |
| Pleasant Valley Recreation & Park District | 1.450 | 1.431 | 1.326 | -7.3% |
| Rancho Simi Recreation & Park District | 1.180 | 1.179 | 1.158 | -1.8% |
| Rio Linda/Elverta Recreation & Park District | 1.020 | 0.924 | 0.942 | 1.9% |
| Russian River Recreation & Park District | 1.100 | 1.115 | 1.172 | 5.1% |
| Shafter Recreation & Park District | 0.950 | 0.955 | 0.964 | 0.9% |
| Soledad | 1.110 | 0.957 | 0.965 | 0.8% |
| Southgate Recreation & Park District | 1.150 | 1.054 | 1.076 | 2.1% |
| Strawberry Recreation & Park District | 0.760 | 0.861 | 0.865 | 0.5% |
| Sunrise Recreation and Park District | 0.660 | 0.661 | 0.711 | 7.6% |
| Tehachapi Valley Recreation & Park District | 1.160 | 0.941 | 0.960 | 2.0% |
| Truckee-Donner Recreation & Park District | 1.200 | 1.164 | 1.187 | 2.0% |
| Tuolumne Park & Recreation District | 0.860 | 0.956 | 0.960 | 0.4% |
| Valley-Wide Recreation & Park District | 0.850 | 0.726 | 0.760 | 4.7% |
| Wasco Recreation & Park District | 0.930 | 0.940 | 0.947 | 0.7% |
| Weed Recreation & Park District | 0.860 | 0.966 | 0.971 | 0.5% |
| West Side Recreation and Park District | 0.980 | 1.027 | 0.983 | -4.3% |
| Western Gateway | 0.860 | 0.978 | 0.982 | 0.4% |
| Total | 1.000 | 1.000 | 1.000 | 0.0% |

**California Association for Park & Recreation Indemnity
Workers' Compensation
Experience Modification Factors (PAYROLL BASIS)
3 Year Experience Period, \$100,000 Loss Cap, 75% Maximum Experience Weight
Calculation of 2019-20 Experience Modification Factors**

| Member | 2015-16 to 2017-18 Payroll | Weighting | 2015-16 to 2017-18 Incurred Losses | 2015-16 to 2017-18 Incurred Limited to \$100K | 2015-16 to 2017-18 Inc \$100K Loss Ratio | 2019-20 Experience Modification Factor |
|---|----------------------------------|-----------|---|--|---|---|
| Ambrose Recreation & Park District | \$1,229,540 | 8.1% | \$0 | \$0 | 0.000 | 0.906 |
| Arcade Creek Recreation & Park District | 1,072,935 | 7.1% | 120,597 | 104,059 | 9.699 | 1.253 |
| Arden Manor Recreation & Park District | 1,119,246 | 7.4% | 27,754 | 27,754 | 2.480 | 1.002 |
| Arden Park Recreation & Park District | 1,146,184 | 7.6% | 0 | 0 | 0.000 | 0.911 |
| Auburn Area Recreation & Park District | 5,555,848 | 28.4% | 132,338 | 132,338 | 2.382 | 1.037 |
| Bear Mountain Recreation & Park District | 704,964 | 4.8% | 5,127 | 5,127 | 0.727 | 0.955 |
| Bear River Recreation & Park | 151,186 | 1.1% | 0 | 0 | 0.000 | 0.975 |
| Beaumont-Cherry Valley Recreation & Park District | 2,202,193 | 13.6% | 3,809 | 3,809 | 0.173 | 0.863 |
| Belvedere-Tiburon | 2,234,967 | 13.8% | 5,912 | 5,912 | 0.265 | 0.867 |
| Boulder Creek | 527,000 | 3.6% | 0 | 0 | 0.000 | 0.949 |
| Buttonwillow | 373,520 | 2.6% | 0 | 0 | 0.000 | 0.959 |
| CAPRI | 939,140 | 6.3% | 794 | 794 | 0.084 | 0.926 |
| Carmichael Recreation & Park District | 5,041,966 | 26.5% | 93,831 | 93,831 | 1.861 | 0.966 |
| Central Plumas Recreation and Park District | 628,048 | 4.3% | 0 | 0 | 0.000 | 0.943 |
| Coalinga-Huron Recreation & Park District | 2,390,094 | 14.6% | 1,016 | 1,016 | 0.043 | 0.844 |
| Cordova Recreation & Park District | 11,739,817 | 45.6% | 115,295 | 115,295 | 0.982 | 0.755 |
| Desert Recreation District | 12,788,963 | 47.7% | 272,954 | 270,682 | 2.117 | 1.010 |
| Dunsmuir Recreation & Park | 146,022 | 1.0% | 0 | 0 | 0.000 | 0.975 |
| Durham Recreation & Park District | 1,246,149 | 8.2% | 0 | 0 | 0.000 | 0.905 |
| Fair Oaks Recreation & Park District | 2,918,915 | 17.3% | 111,582 | 111,582 | 3.823 | 1.138 |
| Fulton-El Camino Recreation & Park District | 4,311,348 | 23.5% | 265,628 | 261,759 | 6.071 | 1.453 |
| Greater Vallejo Recreation & Park District | 9,258,873 | 39.8% | 90,788 | 90,788 | 0.981 | 0.784 |
| Hayward Area Recreation & Park District | 41,991,006 | 75.0% | 993,311 | 952,215 | 2.268 | 1.079 |
| Hesperia Recreation & Park District | 7,563,555 | 35.1% | 107,159 | 107,159 | 1.417 | 0.883 |
| Highlands Recreation & Park District | 4,237,740 | 23.2% | 5,511 | 5,511 | 0.130 | 0.771 |
| Isla Vista Recreation & Park District | 2,508,500 | 15.2% | 14,825 | 14,825 | 0.591 | 0.879 |
| Jurupa Area Recreation & Park District | 2,439,000 | 14.8% | 217,112 | 106,297 | 4.358 | 1.156 |
| Ladera Recreation District | 893,862 | 6.0% | 0 | 0 | 0.000 | 0.926 |
| Lake Cuyamaca Recreation and Park District | 1,028,988 | 6.8% | 0 | 0 | 0.000 | 0.918 |
| Livermore Area Recreation & Park District | 29,615,000 | 67.9% | 652,076 | 443,975 | 1.499 | 0.815 |
| McFarland Recreation & Park District | 1,359,000 | 8.8% | 134,159 | 134,159 | 9.872 | 1.326 |
| Mendocino Coast Recreation & Park District | 3,861,859 | 21.6% | 22,132 | 22,132 | 0.573 | 0.833 |
| Mission Oaks Recreation & Park District | 5,235,220 | 27.2% | 82,401 | 82,401 | 1.574 | 0.927 |
| Monte Rio | 333,456 | 2.3% | 15,930 | 15,930 | 4.777 | 1.017 |
| Mt. Shasta Recreation & Parks District | 1,073,000 | 7.1% | 0 | 0 | 0.000 | 0.915 |
| North Highlands Recreation & Park District | 2,226,714 | 13.7% | 4,722 | 4,722 | 0.212 | 0.864 |
| North of the River Recreation and Park District | 16,021,447 | 53.4% | 844,835 | 689,527 | 4.304 | 1.584 |
| Orangevale Recreation & Park District | 2,824,000 | 16.8% | 12,176 | 12,176 | 0.431 | 0.855 |
| Paradise Recreation & Park District | 2,869,060 | 17.0% | 186,407 | 149,108 | 5.197 | 1.250 |
| Pleasant Hill Recreation & Park District | 10,894,000 | 43.8% | 40,076 | 40,076 | 0.368 | 0.633 |
| Pleasant Valley Recreation & Park District | 7,767,144 | 35.7% | 521,038 | 354,482 | 4.564 | 1.431 |
| Rancho Simi Recreation & Park District | 28,529,867 | 67.1% | 2,108,338 | 742,259 | 2.602 | 1.179 |
| Rio Linda/Elverta Recreation & Park District | 1,615,863 | 10.3% | 12,989 | 12,989 | 0.804 | 0.924 |
| Russian River Recreation & Park District | 307,367 | 2.1% | 44,189 | 44,189 | 14.377 | 1.115 |
| Shafter Recreation & Park District | 641,679 | 4.4% | 3,830 | 3,830 | 0.597 | 0.955 |
| Soledad | 594,400 | 4.1% | 3,517 | 3,517 | 0.592 | 0.957 |
| Southgate Recreation & Park District | 9,331,775 | 40.0% | 244,048 | 220,570 | 2.364 | 1.054 |
| Strawberry Recreation & Park District | 2,017,675 | 12.6% | 0 | 0 | 0.000 | 0.861 |
| Sunrise Recreation and Park District | 12,319,669 | 46.8% | 73,696 | 73,696 | 0.598 | 0.661 |
| Tehachapi Valley Recreation & Park District | 1,344,529 | 8.8% | 13,343 | 13,343 | 0.992 | 0.941 |
| Truckee-Donner Recreation & Park District | 7,169,659 | 33.9% | 221,386 | 221,386 | 3.088 | 1.164 |
| Tuolumne Park & Recreation District | 429,273 | 3.0% | 0 | 0 | 0.000 | 0.956 |
| Valley-Wide Recreation & Park District | 9,090,334 | 39.4% | 60,516 | 60,516 | 0.666 | 0.726 |
| Wasco Recreation & Park District | 789,575 | 5.3% | 2,282 | 2,282 | 0.289 | 0.940 |
| Weed Recreation & Park District | 269,000 | 1.9% | 0 | 0 | 0.000 | 0.966 |
| West Side Recreation and Park District | 3,622,090 | 20.6% | 87,851 | 87,851 | 2.425 | 1.027 |
| Western Gateway | 106,269 | 0.8% | 0 | 0 | 0.000 | 0.978 |
| Total | \$290,648,492 | | \$7,977,280 | \$5,845,866 | 2.011 | 1.000 |

**California Association for Park & Recreation Indemnity
Workers' Compensation
Experience Modification Factors (PAYROLL BASIS)**

Summary of Payroll

| Member | Payroll | | | |
|---|---------------------|---------------------|---------------------|----------------------|
| | 2015-16 | 2016-17 | 2017-18 | Total |
| Ambrose Recreation & Park District | \$388,700 | \$391,790 | \$449,050 | \$1,229,540 |
| Arcade Creek Recreation & Park District | 338,383 | 367,276 | 367,276 | 1,072,935 |
| Arden Manor Recreation & Park District | 390,000 | 412,596 | 316,650 | 1,119,246 |
| Arden Park Recreation & Park District | 365,640 | 384,220 | 396,324 | 1,146,184 |
| Auburn Area Recreation & Park District | 1,614,200 | 1,858,844 | 2,082,804 | 5,555,848 |
| Bear Mountain Recreation & Park District | 225,226 | 256,653 | 223,085 | 704,964 |
| Bear River Recreation & Park | 52,940 | 54,300 | 43,946 | 151,186 |
| Beaumont-Cherry Valley Recreation & Park District | 699,967 | 704,569 | 797,658 | 2,202,193 |
| Belvedere-Tiburon | 679,900 | 736,564 | 818,503 | 2,234,967 |
| Boulder Creek | 158,000 | 174,000 | 195,000 | 527,000 |
| Buttonwillow | 0 | 178,520 | 195,000 | 373,520 |
| CAPRI | 302,697 | 312,931 | 323,511 | 939,140 |
| Carmichael Recreation & Park District | 1,545,965 | 1,694,765 | 1,801,236 | 5,041,966 |
| Central Plumas Recreation and Park District | 210,280 | 218,030 | 199,738 | 628,048 |
| Coalinga-Huron Recreation & Park District | 701,980 | 808,309 | 879,805 | 2,390,094 |
| Cordova Recreation & Park District | 3,667,988 | 3,959,056 | 4,112,773 | 11,739,817 |
| Desert Recreation District | 3,939,563 | 4,424,700 | 4,424,700 | 12,788,963 |
| Dunsmuir Recreation & Park | 47,835 | 52,700 | 45,488 | 146,022 |
| Durham Recreation & Park District | 382,257 | 446,392 | 417,500 | 1,246,149 |
| Fair Oaks Recreation & Park District | 954,688 | 957,235 | 1,006,992 | 2,918,915 |
| Fulton-El Camino Recreation & Park District | 1,393,284 | 1,393,284 | 1,524,780 | 4,311,348 |
| Greater Vallejo Recreation & Park District | 2,082,833 | 3,515,087 | 3,660,953 | 9,258,873 |
| Hayward Area Recreation & Park District | 14,034,794 | 14,399,861 | 13,556,351 | 41,991,006 |
| Hesperia Recreation & Park District | 2,829,712 | 2,659,987 | 2,073,855 | 7,563,555 |
| Highlands Recreation & Park District | 1,442,939 | 1,366,869 | 1,427,932 | 4,237,740 |
| Isla Vista Recreation & Park District | 834,000 | 834,000 | 840,500 | 2,508,500 |
| Jurupa Area Recreation & Park District | 810,000 | 814,000 | 815,000 | 2,439,000 |
| Ladera Recreation District | 289,682 | 282,600 | 321,580 | 893,862 |
| Lake Cuyamaca Recreation and Park District | 327,000 | 320,730 | 381,258 | 1,028,988 |
| Livermore Area Recreation & Park District | 9,265,000 | 9,950,000 | 10,400,000 | 29,615,000 |
| McFarland Recreation & Park District | 455,000 | 460,000 | 444,000 | 1,359,000 |
| Mendocino Coast Recreation & Park District | 1,320,483 | 1,276,348 | 1,265,028 | 3,861,859 |
| Mission Oaks Recreation & Park District | 1,771,712 | 1,764,817 | 1,698,691 | 5,235,220 |
| Monte Rio | 120,000 | 120,000 | 93,456 | 333,456 |
| Mt. Shasta Recreation & Parks District | 346,000 | 355,000 | 372,000 | 1,073,000 |
| North Highlands Recreation & Park District | 683,799 | 752,313 | 790,602 | 2,226,714 |
| North of the River Recreation and Park District | 5,179,810 | 5,189,367 | 5,652,270 | 16,021,447 |
| Orangevale Recreation & Park District | 937,000 | 900,000 | 987,000 | 2,824,000 |
| Paradise Recreation & Park District | 964,000 | 997,000 | 908,060 | 2,869,060 |
| Pleasant Hill Recreation & Park District | 3,341,000 | 3,643,000 | 3,910,000 | 10,894,000 |
| Pleasant Valley Recreation & Park District | 2,349,816 | 2,376,295 | 3,041,034 | 7,767,144 |
| Rancho Simi Recreation & Park District | 9,230,280 | 9,507,186 | 9,792,401 | 28,529,867 |
| Rio Linda/Elverta Recreation & Park District | 525,573 | 558,827 | 531,463 | 1,615,863 |
| Russian River Recreation & Park District | 100,406 | 96,411 | 110,550 | 307,367 |
| Shafter Recreation & Park District | 161,785 | 232,484 | 247,410 | 641,679 |
| Soledad | 224,400 | 130,000 | 240,000 | 594,400 |
| Southgate Recreation & Park District | 3,265,721 | 3,523,000 | 2,543,054 | 9,331,775 |
| Strawberry Recreation & Park District | 587,611 | 670,435 | 759,629 | 2,017,675 |
| Sunrise Recreation and Park District | 4,213,145 | 3,955,074 | 4,151,450 | 12,319,669 |
| Tehachapi Valley Recreation & Park District | 445,126 | 439,360 | 460,043 | 1,344,529 |
| Truckee-Donner Recreation & Park District | 2,505,750 | 1,824,807 | 2,839,102 | 7,169,659 |
| Tuolumne Park & Recreation District | 134,300 | 137,500 | 157,473 | 429,273 |
| Valley-Wide Recreation & Park District | 2,833,071 | 3,050,994 | 3,206,269 | 9,090,334 |
| Wasco Recreation & Park District | 259,511 | 258,569 | 271,496 | 789,575 |
| Weed Recreation & Park District | 76,000 | 91,000 | 102,000 | 269,000 |
| West Side Recreation and Park District | 1,152,754 | 1,214,034 | 1,255,302 | 3,622,090 |
| Western Gateway | 0 | 55,309 | 50,960 | 106,269 |
| Total | \$93,159,506 | \$97,508,997 | \$99,979,990 | \$290,648,492 |

**California Association for Park & Recreation Indemnity
Workers' Compensation
Experience Modification Factors (PAYROLL BASIS)**

Summary of Loss Data

| Member | Incurred Losses | | | |
|---|--------------------|--------------------|--------------------|--------------------|
| | 2015-16 | 2016-17 | 2017-18 | Total |
| Ambrose Recreation & Park District | \$0 | \$0 | \$0 | \$0 |
| Arcade Creek Recreation & Park District | 610 | 119,987 | 0 | 120,597 |
| Arden Manor Recreation & Park District | 27,754 | 0 | 0 | 27,754 |
| Arden Park Recreation & Park District | 0 | 0 | 0 | 0 |
| Auburn Area Recreation & Park District | 4,871 | 100,576 | 26,890 | 132,338 |
| Bear Mountain Recreation & Park District | 5,127 | 0 | 0 | 5,127 |
| Bear River Recreation & Park | 0 | 0 | 0 | 0 |
| Beaumont-Cherry Valley Recreation & Park District | 627 | 0 | 3,182 | 3,809 |
| Belvedere-Tiburon | 1,524 | 4,388 | 0 | 5,912 |
| Boulder Creek | 0 | 0 | 0 | 0 |
| Buttonwillow | 0 | 0 | 0 | 0 |
| CAPRI | 0 | 794 | 0 | 794 |
| Carmichael Recreation & Park District | 89,939 | 2,755 | 1,138 | 93,831 |
| Central Plumas Recreation and Park District | 0 | 0 | 0 | 0 |
| Coalinga-Huron Recreation & Park District | 1,016 | 0 | 0 | 1,016 |
| Cordova Recreation & Park District | 11,014 | 60,196 | 44,086 | 115,295 |
| Desert Recreation District | 40,602 | 117,108 | 115,243 | 272,954 |
| Dunsmuir Recreation & Park | 0 | 0 | 0 | 0 |
| Durham Recreation & Park District | 0 | 0 | 0 | 0 |
| Fair Oaks Recreation & Park District | 0 | 85,714 | 25,868 | 111,582 |
| Fulton-El Camino Recreation & Park District | 60,786 | 64,601 | 140,241 | 265,628 |
| Greater Vallejo Recreation & Park District | 50,866 | 14,961 | 24,962 | 90,788 |
| Hayward Area Recreation & Park District | 700,714 | 164,152 | 128,446 | 993,311 |
| Hesperia Recreation & Park District | 46,833 | 2,957 | 57,369 | 107,159 |
| Highlands Recreation & Park District | 1,682 | 3,292 | 537 | 5,511 |
| Isla Vista Recreation & Park District | 1,253 | 13,572 | 0 | 14,825 |
| Jurupa Area Recreation & Park District | 210,815 | 564 | 5,733 | 217,112 |
| Ladera Recreation District | 0 | 0 | 0 | 0 |
| Lake Cuyamaca Recreation and Park District | 0 | 0 | 0 | 0 |
| Livermore Area Recreation & Park District | 390,487 | 225,647 | 35,943 | 652,076 |
| McFarland Recreation & Park District | 0 | 7,314 | 126,845 | 134,159 |
| Mendocino Coast Recreation & Park District | 1,966 | 13,217 | 6,949 | 22,132 |
| Mission Oaks Recreation & Park District | 1,579 | 860 | 79,962 | 82,401 |
| Monte Rio | 15,930 | 0 | 0 | 15,930 |
| Mt. Shasta Recreation & Parks District | 0 | 0 | 0 | 0 |
| North Highlands Recreation & Park District | 712 | 955 | 3,054 | 4,722 |
| North of the River Recreation and Park District | 371,512 | 431,736 | 41,588 | 844,835 |
| Orangevale Recreation & Park District | 1,364 | 0 | 10,812 | 12,176 |
| Paradise Recreation & Park District | 4,562 | 3,864 | 177,981 | 186,407 |
| Pleasant Hill Recreation & Park District | 931 | 27,928 | 11,217 | 40,076 |
| Pleasant Valley Recreation & Park District | 162,484 | 245,449 | 113,105 | 521,038 |
| Rancho Simi Recreation & Park District | 1,777,461 | 194,633 | 136,244 | 2,108,338 |
| Rio Linda/Elverta Recreation & Park District | 12,989 | 0 | 0 | 12,989 |
| Russian River Recreation & Park District | 0 | 44,189 | 0 | 44,189 |
| Shafter Recreation & Park District | 0 | 3,830 | 0 | 3,830 |
| Soledad | 0 | 0 | 3,517 | 3,517 |
| Southgate Recreation & Park District | 130,737 | 67,086 | 46,225 | 244,048 |
| Strawberry Recreation & Park District | 0 | 0 | 0 | 0 |
| Sunrise Recreation and Park District | 29,800 | 19,549 | 24,348 | 73,696 |
| Tehachapi Valley Recreation & Park District | 12,309 | 1,035 | 0 | 13,343 |
| Truckee-Donner Recreation & Park District | 21,723 | 190,601 | 9,062 | 221,386 |
| Tuolumne Park & Recreation District | 0 | 0 | 0 | 0 |
| Valley-Wide Recreation & Park District | 544 | 56,396 | 3,576 | 60,516 |
| Wasco Recreation & Park District | 1,652 | 0 | 629 | 2,282 |
| Weed Recreation & Park District | 0 | 0 | 0 | 0 |
| West Side Recreation and Park District | 85,754 | 0 | 2,097 | 87,851 |
| Western Gateway | 0 | 0 | 0 | 0 |
| Total | \$4,280,527 | \$2,289,904 | \$1,406,849 | \$7,977,280 |

**California Association for Park & Recreation Indemnity
Workers' Compensation
Experience Modification Factors (PAYROLL BASIS)**

Summary of Limited Loss Data

| Member | Incurred Losses Capped at \$100K | | | |
|---|----------------------------------|--------------------|--------------------|--------------------|
| | 2015-16 | 2016-17 | 2017-18 | Total |
| Ambrose Recreation & Park District | \$0 | \$0 | \$0 | \$0 |
| Arcade Creek Recreation & Park District | 610 | 103,449 | 0 | 104,059 |
| Arden Manor Recreation & Park District | 27,754 | 0 | 0 | 27,754 |
| Arden Park Recreation & Park District | 0 | 0 | 0 | 0 |
| Auburn Area Recreation & Park District | 4,871 | 100,576 | 26,890 | 132,338 |
| Bear Mountain Recreation & Park District | 5,127 | 0 | 0 | 5,127 |
| Bear River Recreation & Park | 0 | 0 | 0 | 0 |
| Beaumont-Cherry Valley Recreation & Park District | 627 | 0 | 3,182 | 3,809 |
| Belvedere-Tiburon | 1,524 | 4,388 | 0 | 5,912 |
| Boulder Creek | 0 | 0 | 0 | 0 |
| Buttonwillow | 0 | 0 | 0 | 0 |
| CAPRI | 0 | 794 | 0 | 794 |
| Carmichael Recreation & Park District | 89,939 | 2,755 | 1,138 | 93,831 |
| Central Plumas Recreation and Park District | 0 | 0 | 0 | 0 |
| Coalinga-Huron Recreation & Park District | 1,016 | 0 | 0 | 1,016 |
| Cordova Recreation & Park District | 11,014 | 60,196 | 44,086 | 115,295 |
| Desert Recreation District | 40,602 | 114,837 | 115,243 | 270,682 |
| Dunsmuir Recreation & Park | 0 | 0 | 0 | 0 |
| Durham Recreation & Park District | 0 | 0 | 0 | 0 |
| Fair Oaks Recreation & Park District | 0 | 85,714 | 25,868 | 111,582 |
| Fulton-El Camino Recreation & Park District | 60,786 | 64,601 | 136,372 | 261,759 |
| Greater Vallejo Recreation & Park District | 50,866 | 14,961 | 24,962 | 90,788 |
| Hayward Area Recreation & Park District | 659,617 | 164,152 | 128,446 | 952,215 |
| Hesperia Recreation & Park District | 46,833 | 2,957 | 57,369 | 107,159 |
| Highlands Recreation & Park District | 1,682 | 3,292 | 537 | 5,511 |
| Isla Vista Recreation & Park District | 1,253 | 13,572 | 0 | 14,825 |
| Jurupa Area Recreation & Park District | 100,000 | 564 | 5,733 | 106,297 |
| Ladera Recreation District | 0 | 0 | 0 | 0 |
| Lake Cuyamaca Recreation and Park District | 0 | 0 | 0 | 0 |
| Livermore Area Recreation & Park District | 215,645 | 192,387 | 35,943 | 443,975 |
| McFarland Recreation & Park District | 0 | 7,314 | 126,845 | 134,159 |
| Mendocino Coast Recreation & Park District | 1,966 | 13,217 | 6,949 | 22,132 |
| Mission Oaks Recreation & Park District | 1,579 | 860 | 79,962 | 82,401 |
| Monte Rio | 15,930 | 0 | 0 | 15,930 |
| Mt. Shasta Recreation & Parks District | 0 | 0 | 0 | 0 |
| North Highlands Recreation & Park District | 712 | 955 | 3,054 | 4,722 |
| North of the River Recreation and Park District | 284,457 | 363,482 | 41,588 | 689,527 |
| Orangevale Recreation & Park District | 1,364 | 0 | 10,812 | 12,176 |
| Paradise Recreation & Park District | 4,562 | 3,864 | 140,682 | 149,108 |
| Pleasant Hill Recreation & Park District | 931 | 27,928 | 11,217 | 40,076 |
| Pleasant Valley Recreation & Park District | 111,041 | 130,335 | 113,105 | 354,482 |
| Rancho Simi Recreation & Park District | 475,506 | 130,510 | 136,244 | 742,259 |
| Rio Linda/Elverta Recreation & Park District | 12,989 | 0 | 0 | 12,989 |
| Russian River Recreation & Park District | 0 | 44,189 | 0 | 44,189 |
| Shafter Recreation & Park District | 0 | 3,830 | 0 | 3,830 |
| Soledad | 0 | 0 | 3,517 | 3,517 |
| Southgate Recreation & Park District | 107,259 | 67,086 | 46,225 | 220,570 |
| Strawberry Recreation & Park District | 0 | 0 | 0 | 0 |
| Sunrise Recreation and Park District | 29,800 | 19,549 | 24,348 | 73,696 |
| Tehachapi Valley Recreation & Park District | 12,309 | 1,035 | 0 | 13,343 |
| Truckee-Donner Recreation & Park District | 21,723 | 190,601 | 9,062 | 221,386 |
| Tuolumne Park & Recreation District | 0 | 0 | 0 | 0 |
| Valley-Wide Recreation & Park District | 544 | 56,396 | 3,576 | 60,516 |
| Wasco Recreation & Park District | 1,652 | 0 | 629 | 2,282 |
| Weed Recreation & Park District | 0 | 0 | 0 | 0 |
| West Side Recreation and Park District | 85,754 | 0 | 2,097 | 87,851 |
| Western Gateway | 0 | 0 | 0 | 0 |
| Total | \$2,489,842 | \$1,990,344 | \$1,365,680 | \$5,845,866 |

DISCUSSION/ACTION ITEMS

SUBJECT: Resolution No. 1-2020 – SAMS Claims

BACKGROUND AND STATUS:

California Assembly Bill 218 was signed into law by Governor Newsom in October and amended the statute of limitations in molestation cases effective January 1, 2020. The statute does several things:

- Makes the statute of limitations for childhood sexual assault claims 22 years after reaching the age of majority (i.e., when claimant turns 40 years old) OR five years from when the victim discovers or reasonably should have discovered that psychological injury or illness occurred after the age of majority because of childhood sexual assault, whichever comes later (a certificate of merit is required for delayed discovery claims);
- Extends the limitations period for not just the molester, but extends if for others who had a duty to the victim and through a negligent or wrongful act was a “legal cause” of the molestation, or others who did not have a duty but committed an intentional act that was the legal cause (1); and
- Extends the limitations period for ANY claim described above, regardless of the 40 years old/5 years from discovery limits, for three years from January 1, 2020, regardless of the victim’s current age or date of discovery;
- Provides treble damages against anyone who covered up a childhood sexual assault, defined as “a concerted effort to hide evidence relating to childhood sexual assault.”
- Finally, the Government Code is amended to delete the requirement of filing a government claim for any claim encompassed within the Bill (the assailant or other party who is a legal cause), repealing prior law that limited this to assaults after 1/1/2009.

1 The distinction in the statute between negligent and intentional actors likely refers to defendants who had a duty of care to the specific claimant, such as a school’s duty to a child pupil or a County or City duty to an inmate in custody, as opposed to a duty to a member of the general public, where no affirmative duty to protect is imposed. Keep in mind that the person conducting the assault would likely be considered outside the course and scope of employment as a matter of law, so there would be no vicarious liability, although a jury issue on course and scope could exist where a police officer abused authority, per the *Mary M.* case.

From a coverage standpoint, the statute raises a number of issues that were not anticipated before. Most self-insurance pools issue pooled coverage on an “Occurrence” basis, with coverage traced to the date of the occurrence giving rise to the loss. Program Years in the 1980s and 1990s have typically been considered closed, with no funds retained for claims from those years, based on the statutes of limitations having long since passed under prior law.

Arguably, the current MOC language, which incorporates the EIA excess form, anticipates some of the issues raised by this new statute and thus does not require modification. Nevertheless, it is worth considering having the Board adopt a Resolution reciting that for Sexual Assault and Molestation (“SAM”) claims, the intent of the Memorandum of Coverage, including all past MOCs, is that there is one Occurrence per perpetrator, and not a separate Occurrence for each claimant, nor any Occurrence extending to multiple Coverage Periods and triggering multiple Retained Limits or Limits of Coverage.

CAPRI LANGUAGE RE OCCURRENCE

For reference, the relevant provisions of the CAPRI MOC read as follows (*underlines added*):

6. Limits of Liability/Deductible/Occurrence

Regardless of the number of (a) member districts, persons or entities covered under this Memorandum of Coverage, (b) persons or organizations who sustain injury or damage, or (c) claims made or suit brought on account of personal injury or property damage, CAPRI’s liability is limited as follows:

For all Bodily Injury, Property Damage, Personal Injury, Public Officials Errors and Omissions Liability and Employment Practices Liability:

\$750,000 each “occurrence.”

For the purpose of determining the limit of CAPRI’s liability, all damages arising out of continuous or repeated exposure to substantially the same general conditions, or series of related acts or omissions, shall be considered as arising out of one occurrence taking place during the first coverage period to which CAPRI’s coverage applies....



CSAC EIA EXCESS FORM

CAPRI incorporates by reference the CSAC-EIA excess form. That form has a Section entitled SELF-INSURED RETENTION – THE AUTHORITY’S LIMIT OF LIABILITY that has similar language. It also specifically provides that “all **damages** arising out of a single act, error or omission or a series of related acts, errors and omissions shall be treated as arising from a single **wrongful act.**”

CONCLUSION

We recommend that the Board consider the coverage issues raised by the new statute and consider issuing a Resolution or motion addressing the application of the MOCs to sexual assault and molestation claims. A proposed resolution has been attached hereto for consideration.

RECOMMENDATION:

Adopt Resolution 1-2020 declaring the intent of CAPRI with respect to all Memoranda of Coverage as to sexual assault and molestation claims.

FISCAL IMPACT:

None.

REFERENCE MATERIALS ATTACHED:

- Proposed Resolution 1-2020



California Association for Park & Recreation Indemnity

RESOLUTION NO. 1-2020

RESOLUTION OF THE BOARD OF DIRECTORS OF CALIFORNIA ASSOCIATION FOR PARKS AND RECREATION INSURANCE TO CALIFORNIA ASSOCIATION FOR PARKS AND RECREATION INDEMNITY (CAPRI) DECLARING ITS INTENT REGARDING APPLICATION OF ITS MEMORANDA OF COVERAGE TO SEXUAL ASSAULT AND MOLESTATION CLAIMS

WHEREAS, effective January 1, 2020, California enacted legislation amending Code of Civil Procedure section 340.1 and Government Code section 905 regarding “childhood sexual assault” as well as wrongful, negligent, or intentional acts by others deemed to be the legal cause of such assaults,

WHEREAS, the Board of Directors of California Association for Park and Recreation Insurance (hereinafter “CAPRI”) desires to declare its intent regarding application of its Memoranda of Coverage to Sexual Assault and Molestation claims,

NOW THEREFORE, BE IT RESOLVED, by the Board of Directors of CAPRI as follows:

This is a declaration of the CAPRI’s intent with respect to dates of “Occurrence” under all Memoranda of Coverage issued by the CAPRI, past and present, relating to such claims. In accord with the MOC language, past and present, all claims by all claimants related to “childhood sexual assault” by an employee or volunteer of a Covered Party shall be treated as a single Occurrence arising during the Coverage Period when the first assault took place, and the Memorandum of Coverage and Limit of Coverage for that Coverage Period shall be applicable, and no other. This includes claims of negligent hiring, retention, or supervision of the employee or volunteer. This declaration of intent addresses only the issue of date of Occurrence, and non-accumulation of limits, and does not address issues of scope of coverage or application of exclusions that may relate to a particular claim or claims.

PASSED AND ADOPTED, by the Board of Directors of California Association for Park and Recreation Indemnity (CAPRI) Joint Powers Authority of State of California on July 24, 2019.

President of the Board of Directors, CAPRI

DISCUSSION/ACTION ITEMS

SUBJECT: CAPRI GL/Property MOC Exclusion Review

BACKGROUND AND STATUS:

The CAPRI General Liability & Property Memorandum of Coverage generally incorporates the terms of the EIA Memorandum of Coverage by reference for primary layer coverage. This means that, with some exceptions, the CAPRI MOC largely mirrors the excess policy.

However, it is within the CAPRI Board's discretion to, when appropriate, consider writing in additional exclusions or deleting exclusions within the primary layer. For example, CAPRI provide subsidence coverage for its primary layer even though it is specifically excluded under the EIA policy.

With the recent passage of AB5 and its impact on independent contractors, Staff wanted to highlight two provisions in the Memorandum of Coverage that may have an impact on the membership.

11. Any claim for back wages, fringe benefits, retirement benefits, educational expenses, overtime, prospective wages or salary resulting from promotion or reinstatement, severance payments, or similar damages, even if designated as liquidated damages.

-CAPRI General Liability MOC, Additional Exclusions, Page 9.

As respects ultimate net loss, this Memorandum does not apply: To any liability arising from the failure to pay wages earned by an employee of a covered party, including but not limited to any claim or suit brought under the overtime compensation or minimum wage provisions of the Fair Labor Standards Act, 29 U.S.C. 201 et seq., or any state or local law governing the payment of overtime compensation or minimum wage. However, this exclusion does not apply to any claim or suit brought pursuant to the Equal Pay Act, 29 U.S.C.s. 206 (d).

-CSAC-EIA MOC, Fair Labor Standards Exclusion, CSAC-EIA Endorsement No. U-5.



Staff and CAPRI legal counsel will be prepared to discuss these provisions and how they relate to the new law and will thereafter request Board direction as to whether any modifications of the Memorandum of Coverage are appropriate.

RECOMMENDATION:

Direct Staff and counsel as to whether the primary layer exclusion for certain wage related damages as stated in the CAPRI Memorandum of Coverage is appropriate in light of recent changes in the law.

FISCAL IMPACT:

The fiscal impact is dependent upon direction provided to Staff and could include an assumption of liability not currently covered in the MOC.

REFERENCE MATERIALS ATTACHED:

None.

DISCUSSION/ACTION ITEMS

SUBJECT: Cycle XVI Safety Awards 2020

BACKGROUND AND STATUS:

The Safety Awards are derived through the District Visitation Program and are based on a set of risk management guidelines identified in the District Visitation Criteria. Each member district is encouraged to implement the District Visitation Criteria. Those members that put into practice a minimum of 90% of the suggested criteria earn a **Very Good** evaluation. To achieve a Very Good evaluation in the Cycle XVI District Visitation Program, a District must obtain a minimum of 90 out of a possible 100 points. In recognition of outstanding performance, District Safety Awards are presented to those members who receive a **Very Good** evaluation. The following districts will be receiving a Cycle XVI Safety Awards at the CARPD Conference scheduled for May 27-30, 2020 in South Lake Tahoe, California:

Beaumont-Cherry Valley
Conejo
Hayward Area
La Selva Beach
Mendocino Coast
North County
Russian River
Tuolumne

Carmichael
Desert
Highlands
Ladera
Monte Rio
Pleasant Valley
Sunrise
Valley-Wide

Coalinga-Huron
Dunsmuir
Isla Vista
Livermore Area
Mount Shasta
Rancho Simi
Truckee-Donner
Weed

RECOMMENDATION:

Approve the Districts listed above as recipients of Safety Awards for Cycle XVI.

FISCAL IMPACT:

None.

REFERENCE MATERIALS ATTACHED:

None.

DISCUSSION/ACTION ITEMS

SUBJECT: CAPRI BOD Meeting Calendar 2020

BACKGROUND AND STATUS:

Annually, the CAPRI Board of Directors adopts a Meeting Calendar for the upcoming calendar year. A proposed meeting schedule was brought to the Board's attention at the November 2019 meeting for review, comment, and approval in order to ensure the dates selected are appropriate and that maximum attendance can be obtained.

Based upon feedback since provided to Staff, the proposed Meeting Calendar for 2020 has been revised as follows:

1. Tuesday, February 25, 2020 – Monterey
2. Wednesday, April 22, 2020 – Telephonic
3. Wednesday, May 27, 2020 – S. Lake Tahoe, Lake Tahoe Resort Hotel
4. Wednesday, June 24, 2020 – Telephonic
5. Wednesday, August 26, 2020 – Hayward Area Recreation & Park District (Hayward, CA)
6. Friday-Saturday, November 20-21, 2020 – Board Meeting and Strategic Planning Session (Sacramento, CA)

This calendar may be subject to change based upon Board Member availability and the needs of the organization.

RECOMMENDATION:

Approve revisions to Meeting Schedule for the CAPRI Board of Directors for 2020.

FISCAL IMPACT:

The number of meetings and their locations will result in additional costs for Board travel and reimbursement.

REFERENCE MATERIALS ATTACHED:

None.

DISCUSSION/ACTION ITEMS

SUBJECT: CAPRI BOD Election of Officers 2020

BACKGROUND AND STATUS:

Per Article III of the CAPRI Bylaws, the CAPRI Board of Directors shall have a president, vice president, and a secretary. The duties and responsibilities of the CAPRI Officer positions are described in the Bylaws as follows:

“The president shall preside at and conduct all meetings of the Board of Directors and shall carry out the resolutions and orders of the Board of Directors and shall exercise such other powers and perform such other duties as the Board of Directors shall prescribe. In his absence, the vice-president shall carry out the duties of the president. The secretary shall perform the duties appropriate to the office.”

Additionally, the Bylaws require appointment of the “Administrator,” also known as the Executive Director, to serve as Treasurer of CAPRI. The relevant section provides:

“The Board of Directors shall appoint an Administrator who shall have general administrative responsibility for the activities of this joint powers authority, and shall be responsible for all minutes, notices and records of meetings and shall perform such other duties as may be assigned by the Board of Directors. The Administrator shall serve as Treasurer of CAPRI pursuant to Government Code Section 6505.6.”

RECOMMENDATION:

Per CAPRI Bylaws, President Woods shall call for the Board to elect a President, Vice President, and Secretary from among its members. The Board shall also appoint the Executive Director as the Board’s Treasurer.

FISCAL IMPACT:

None.

REFERENCE MATERIALS ATTACHED:

None.



Agenda Item 9.1

SPECIAL REPORTS

SUBJECT: Investment Status Report

BACKGROUND AND STATUS:

Ms. Lesley Murphy of PFM Asset Management LLC will be in attendance at the Board Meeting to provide an in-depth report regarding the status of CAPRI's investments.

RECOMMENDATION:

Information only.

REFERENCE MATERIALS ATTACHED:

- CAPRI 4Q Investment Performance Review



CALIFORNIA ASSOCIATION FOR PARK AND RECREATION INDEMNITY

Investment Performance Review For the Quarter Ended December 31, 2019

Client Management Team

Lauren Brant, Managing Director

Allison Kaune, Senior Client Representative

Lesley Murphy, Senior Managing Consultant

PFM Asset Management LLC

50 California St, Suite 2300

San Francisco, CA 94111

415-982-5544

213 Market Street

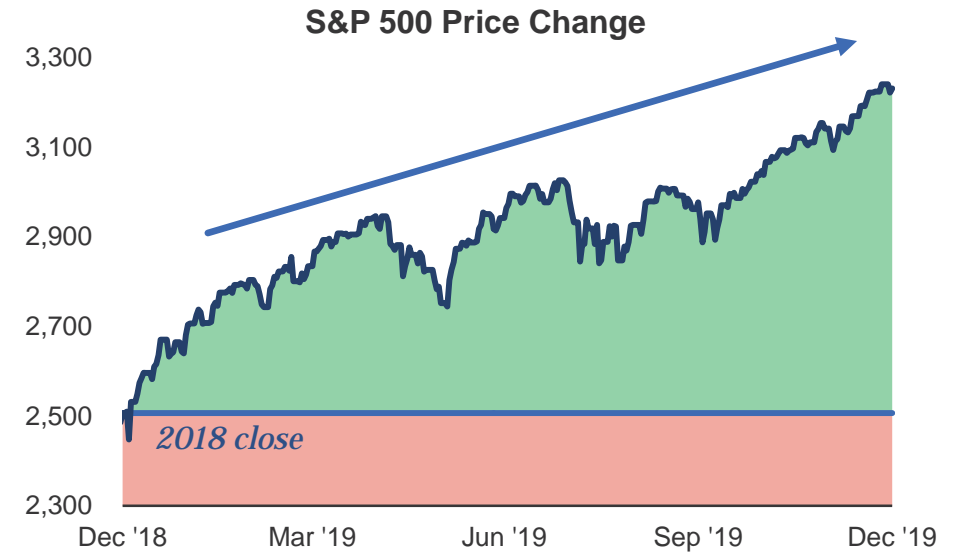
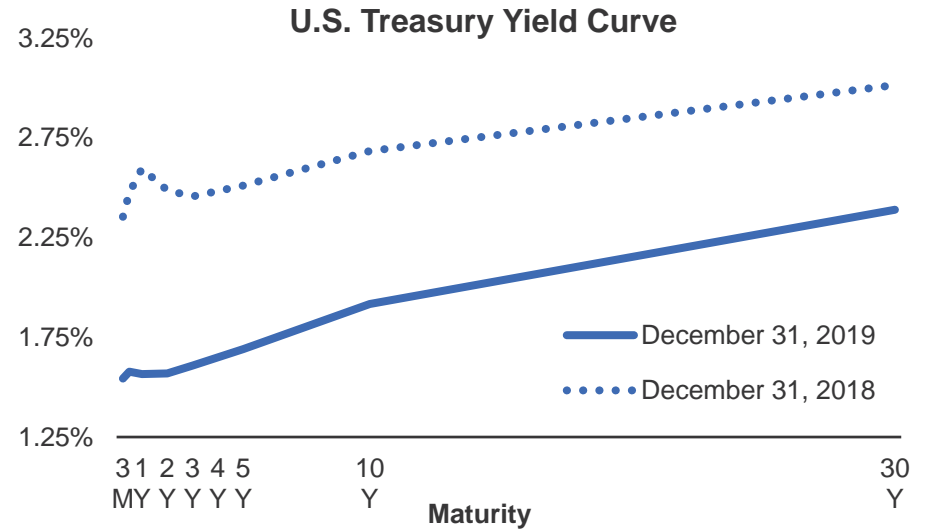
Harrisburg, PA 17101-2141

717-232-2723

Market Update

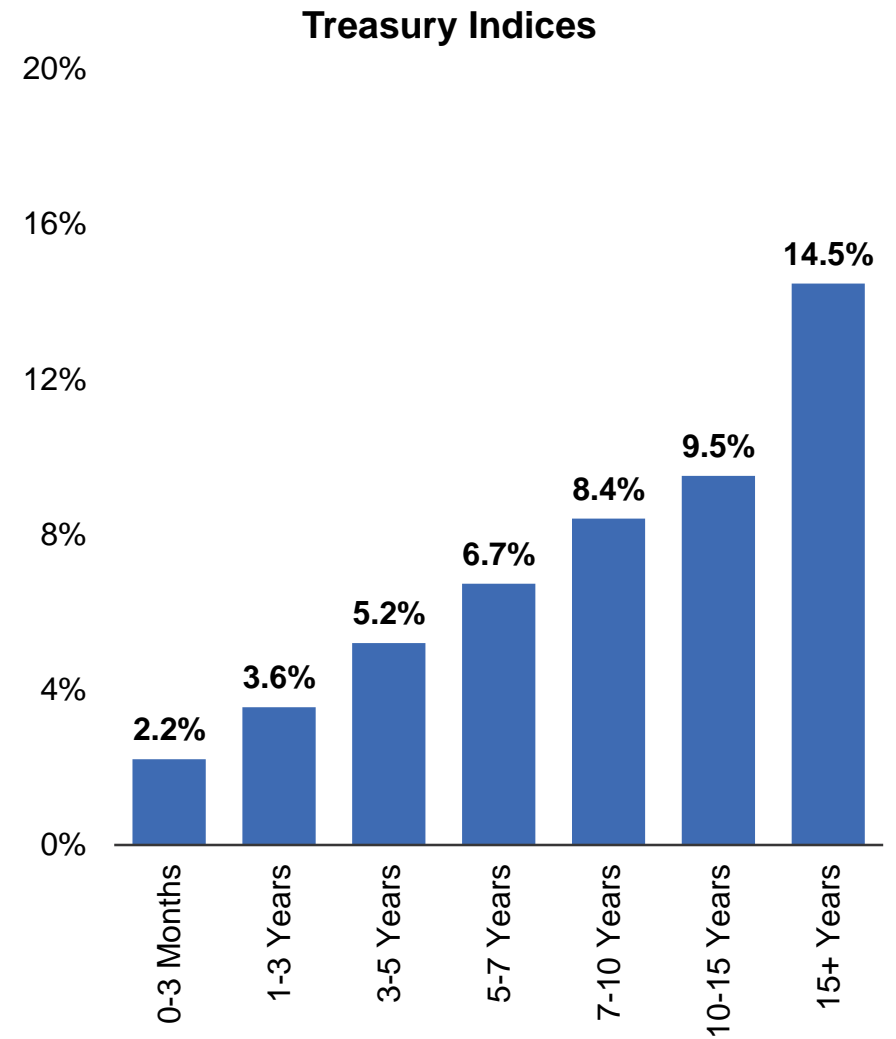
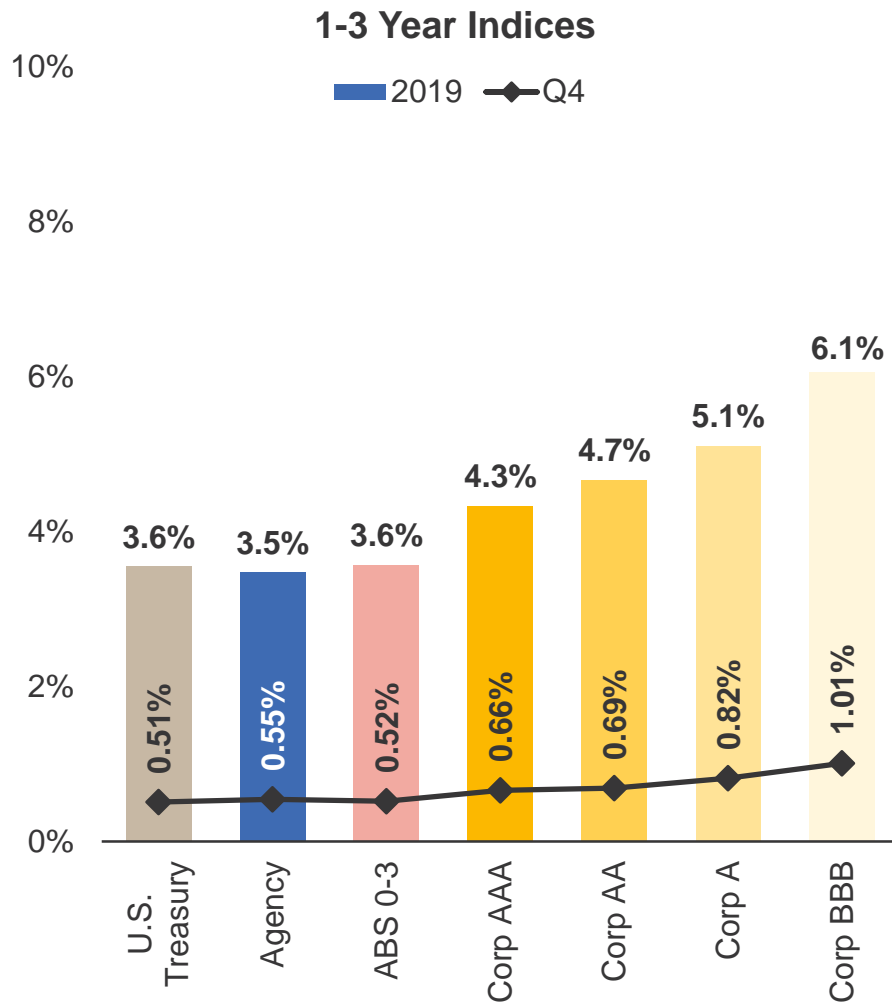
Major Moves in 2019

| Federal Funds Target Range | | | |
|----------------------------|--------------------|--------------------|-----------------|
| Year | Starting Range | Ending Range | # of Hikes/Cuts |
| 2015 | 0.00%-0.25% | 0.25%-0.50% | 1 hike |
| 2016 | 0.25%-0.50% | 0.50%-0.75% | 1 hike |
| 2017 | 0.50%-0.75% | 1.25%-1.50% | 3 hikes |
| 2018 | 1.25%-1.50% | 2.25%-2.50% | 4 hikes |
| 2019 | 2.25%-2.50% | 1.50%-1.75% | 3 cuts |



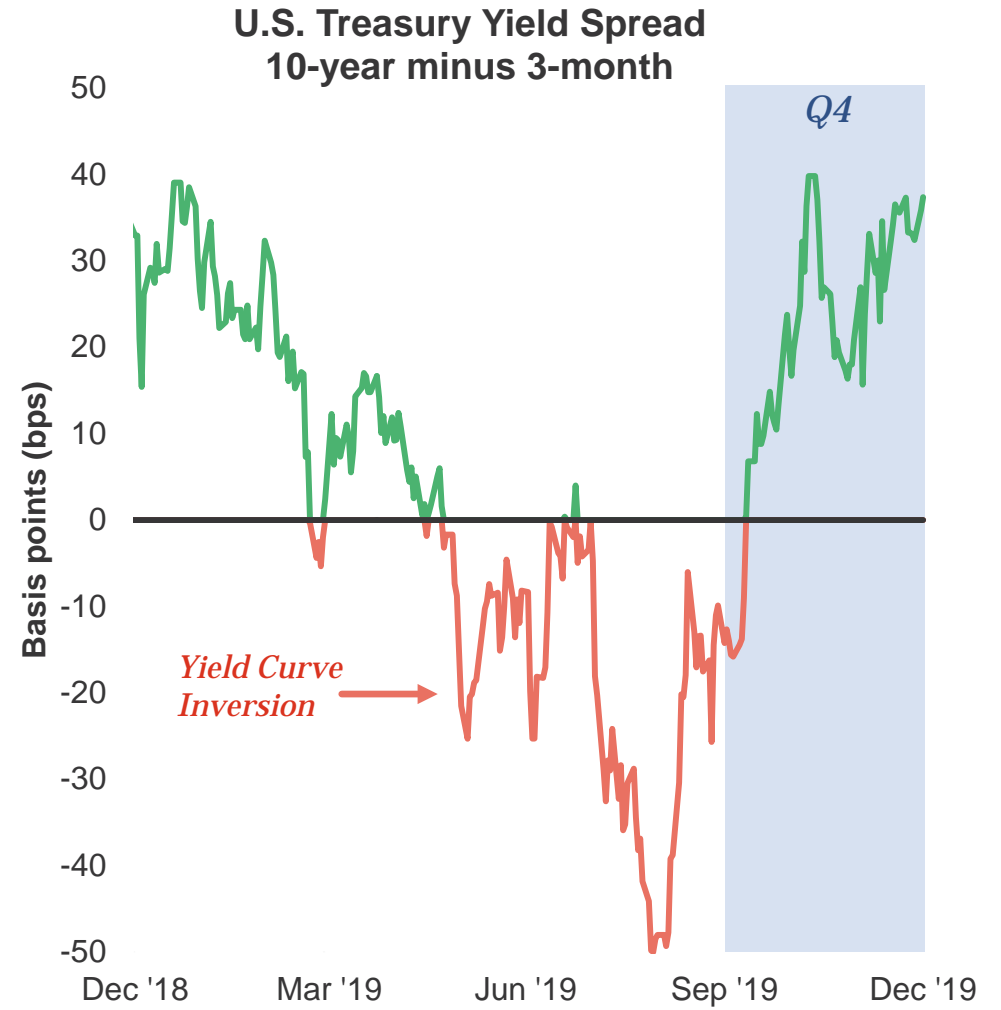
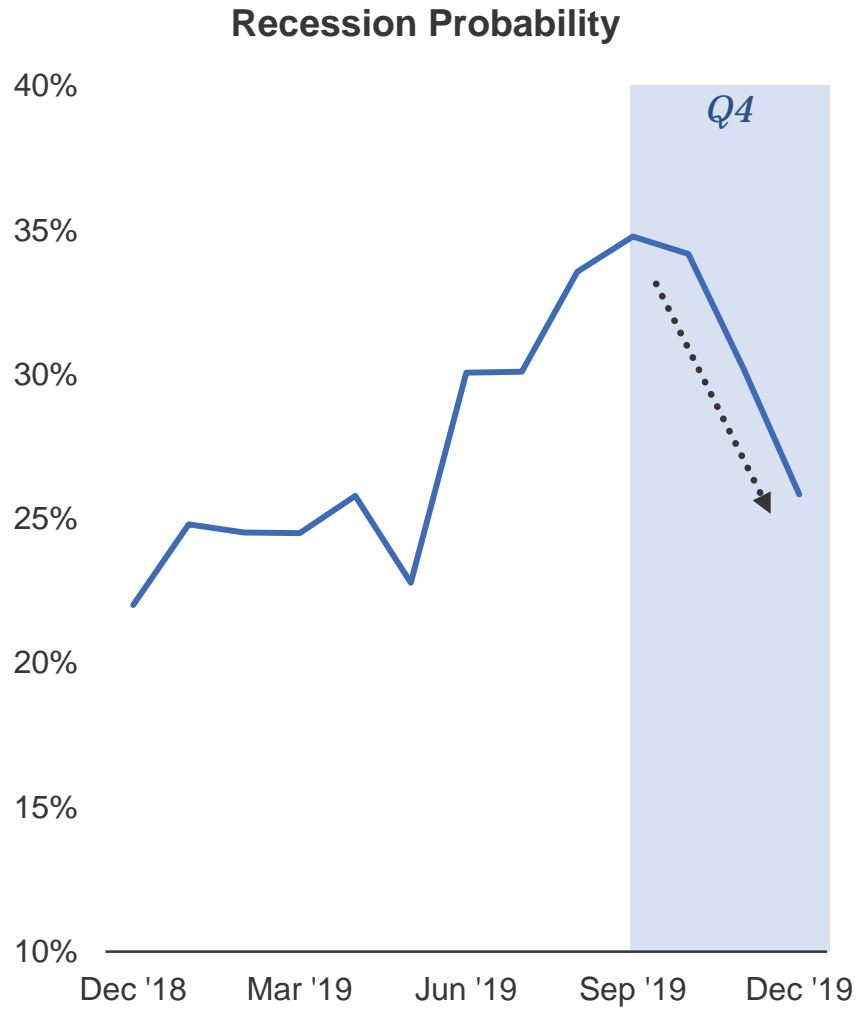
Source: Bloomberg, as of December 31, 2019.

Fixed Income Performance Strong for the Year



Source: Bloomberg, as of December 31, 2019.

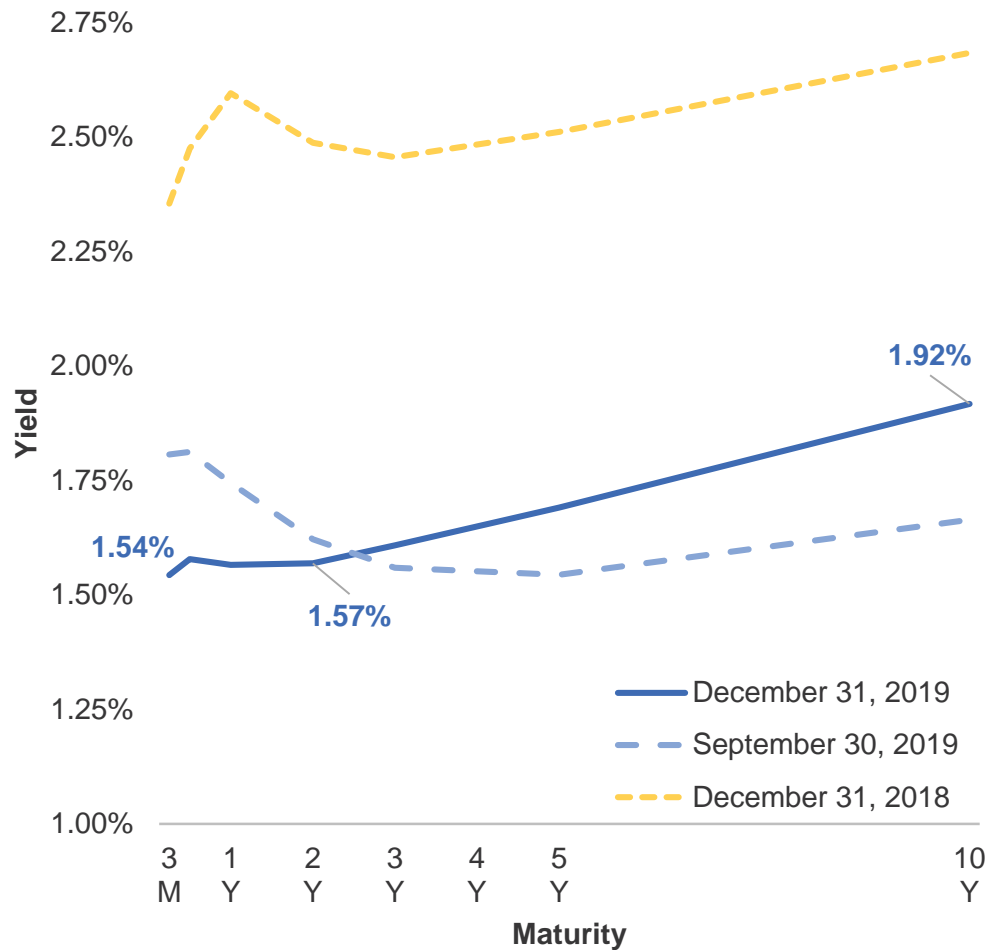
Recession Fears Subsided and Yield Curve Un-Inverted in Fourth Quarter



Source: Data as of December 31, 2019. Wall Street Journal Economic Forecasting Survey (left); Bloomberg (right).

Yields Un-Invert in the Fourth Quarter

U.S. Treasury Yield Curve



| | 12/31/19 | 9/30/19 | 12/31/18 |
|--------------|----------|---------|----------|
| 3-Mo | 1.54% | 1.81% | 2.35% |
| 1-Yr | 1.57% | 1.74% | 2.60% |
| 2-Yr | 1.57% | 1.62% | 2.49% |
| 3-Yr | 1.61% | 1.56% | 2.46% |
| 5-Yr | 1.69% | 1.54% | 2.51% |
| 10-Yr | 1.92% | 1.66% | 2.68% |
| 30-Yr | 2.39% | 2.11% | 3.01% |

Source: Bloomberg, as of December 31, 2019.

Treasury Yields Have Settled into a New, Lower Range

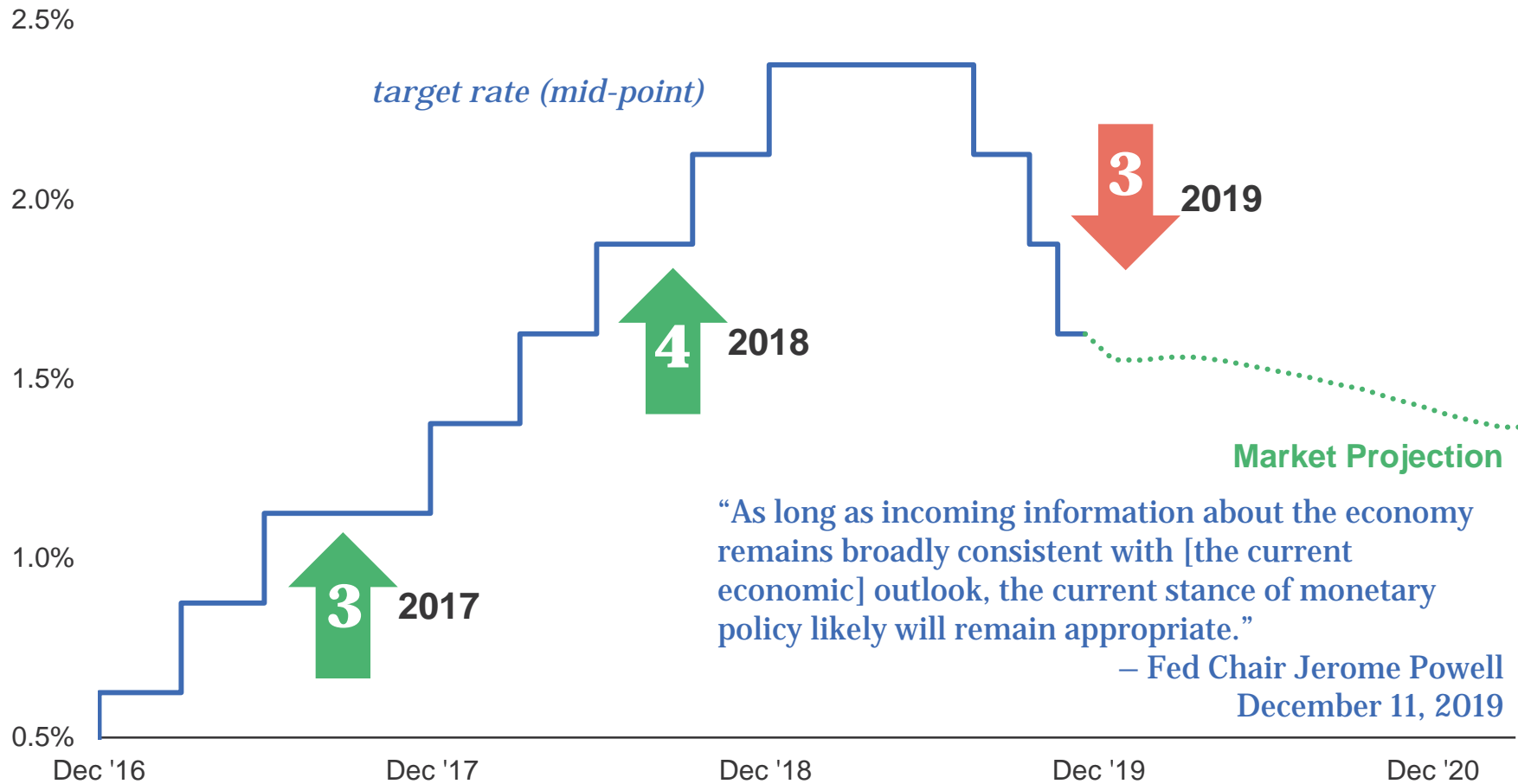
3-Year Treasury



Source: Bloomberg, as of December 31, 2019.

The Fed Signals It Is Likely on Hold for an Extended Period of Time

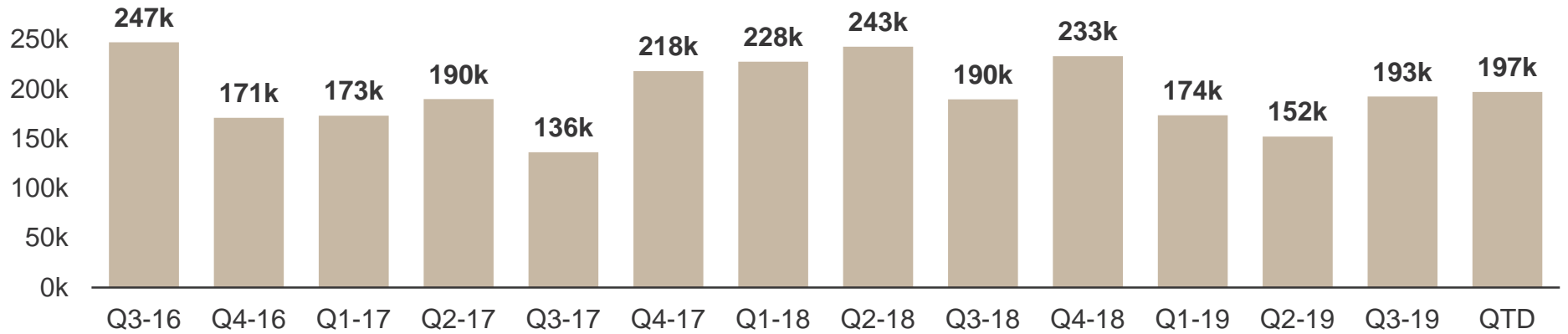
Federal Reserve Target Overnight Rate



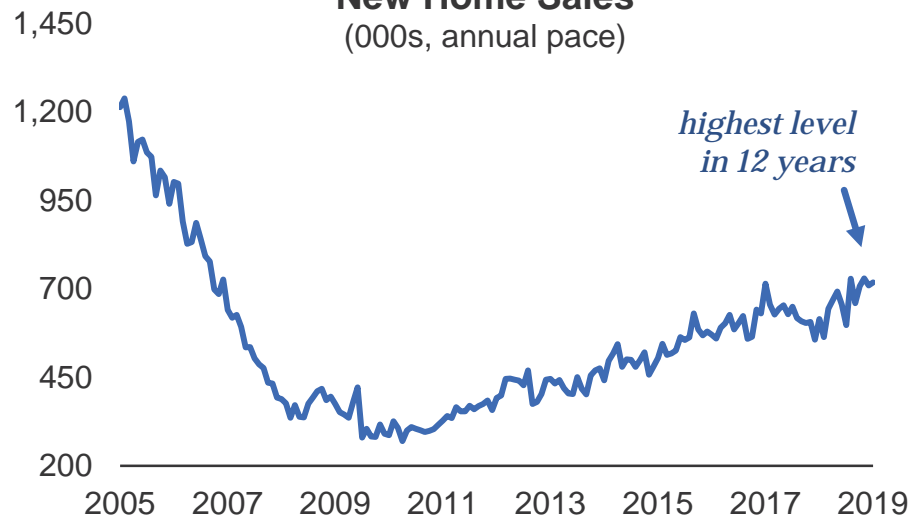
Source: Bloomberg. Market Projection as of December 31, 2019.

Improving Economic Data Supports the Fed's Hold

Average Monthly Job Growth



New Home Sales (000s, annual pace)



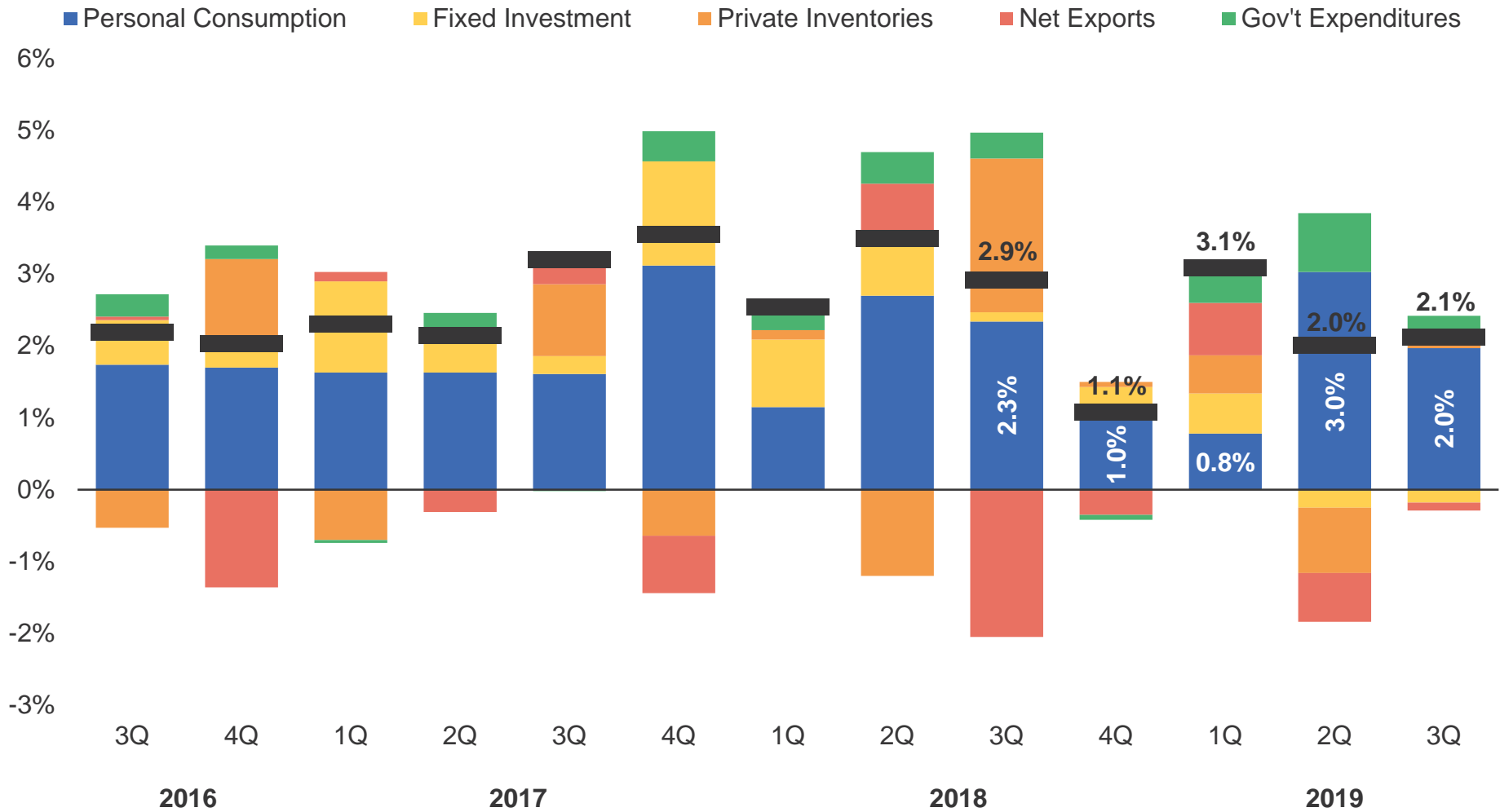
Markit Manufacturing Activity Index



Source: Bloomberg, as of December 31, 2019. QTD includes data for October and November.

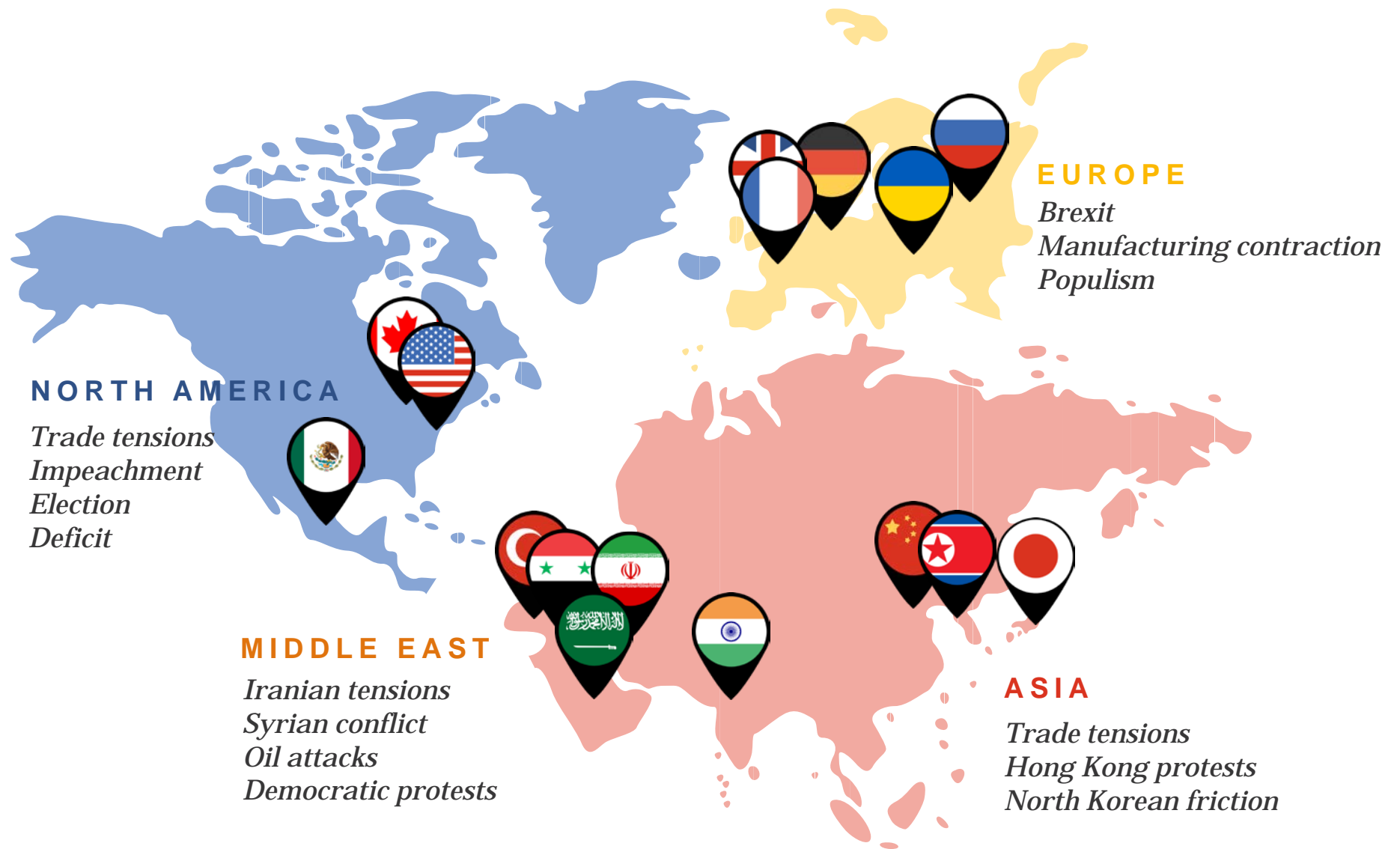
The Consumer Remains the Main Driver of Economic Growth

Components of U.S. GDP



Source: Bureau of Economic Analysis.

Trade Is Foremost among Many Global Concerns



Portfolio Overview

Sector Allocation and Compliance

- The portfolio is in compliance with CAPRI's Investment Policy and California Government Code.

| Security Type | Market Value as of 12/31/19 | % of Portfolio | Permitted by Policy | In Compliance |
|-----------------------------|--------------------------------|----------------|---------------------|---------------|
| U.S. Treasury | \$10,266,629 | 48.3% | 100% | ✓ |
| Federal Agency | \$198,506 | 0.9% | 100% | ✓ |
| Federal Agency CMOs | \$351,362 | 1.7% | 100% | ✓ |
| Municipal Obligations | \$49,914 | 0.2% | 30% | ✓ |
| Supranationals | \$401,683 | 1.9% | 30% | ✓ |
| Negotiable CDs | \$3,132,520 | 14.7% | 30% | ✓ |
| Corporate Notes | \$5,463,644 | 25.7% | 30% | ✓ |
| Asset-Backed Securities | \$1,397,699 | 6.6% | 20% | ✓ |
| Securities Sub-Total | \$21,261,958 | 100.0% | | |
| Accrued Interest | \$86,078 | | | |
| Total Investments | \$21,348,036 | 100.0% | | |

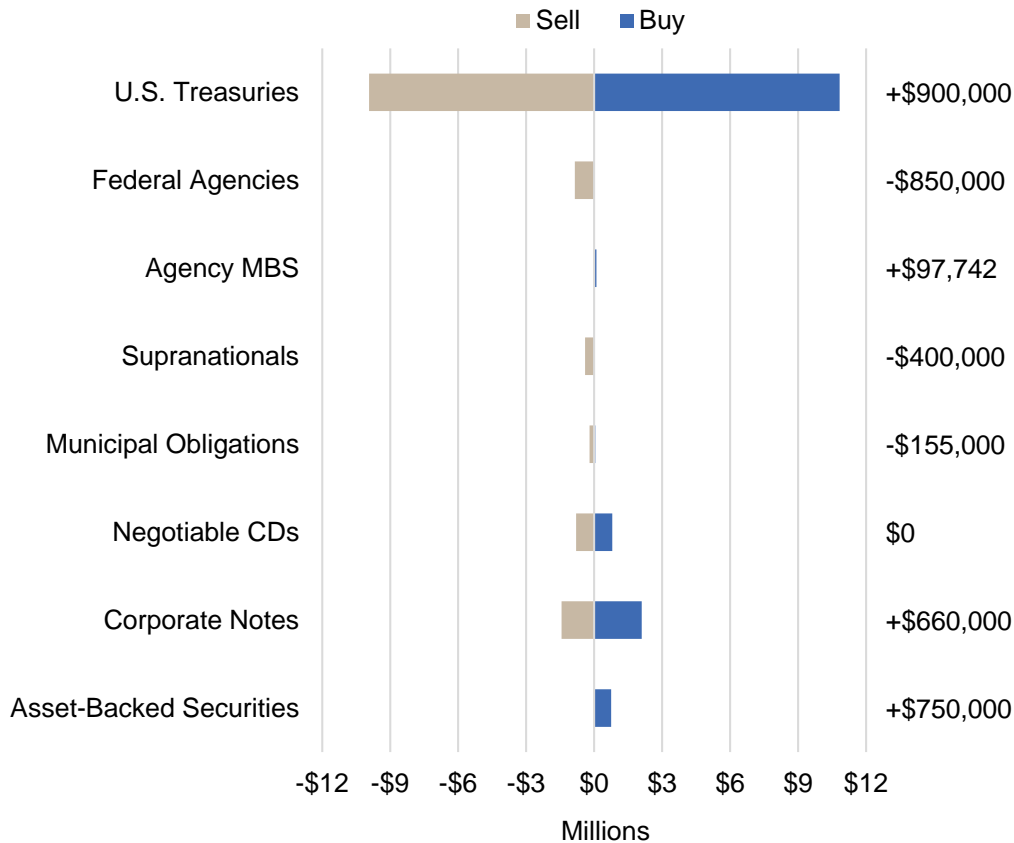
Market values, excluding accrued interest. Detail may not add to total due to rounding. Current investment policy as of November 5, 2018.

Portfolio Recap

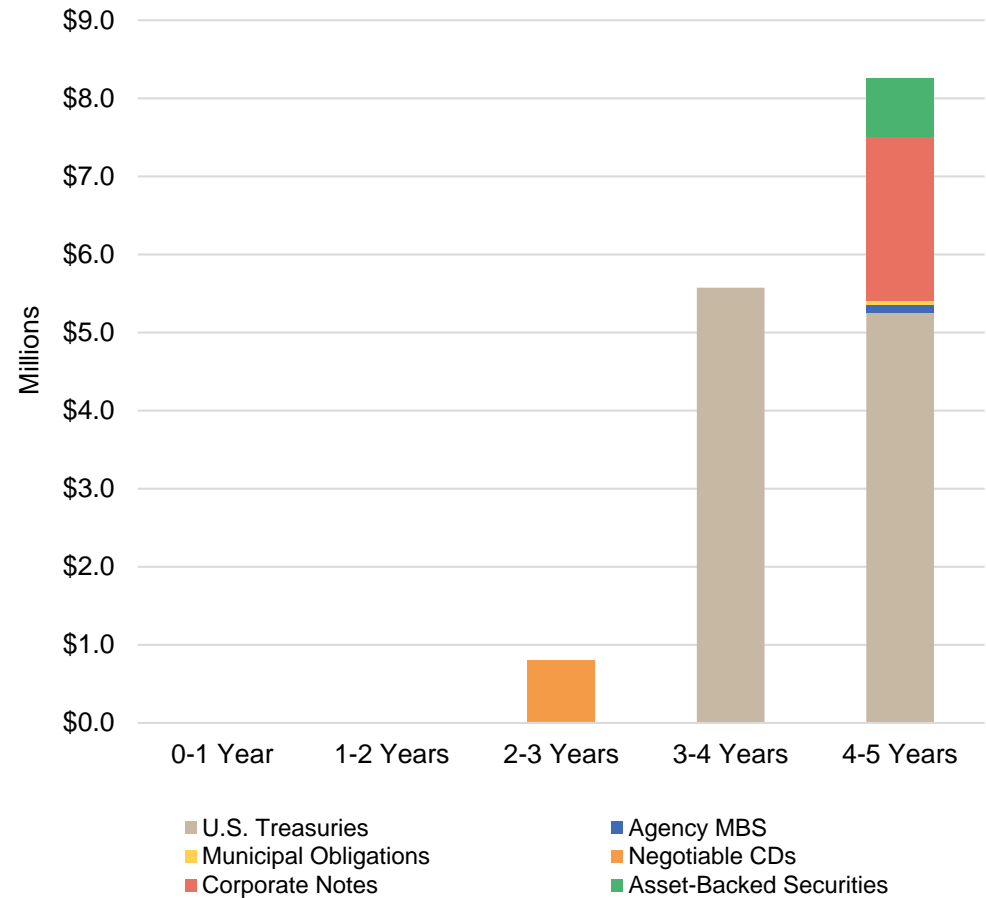
- ◆ Our strategy throughout the fourth quarter included the following elements:
 - Following three consecutive Fed rate cuts, we continued to maintain the portfolio's duration in line with the benchmark for the quarter as market expectations called for stable rates well into 2020.
 - Maintained broad diversification across all permitted fixed income sectors. Although most sector spread levels were on the tighter end of their recent trading history, the incremental income was generally additive to performance in a range-bound interest rate environment in the fourth quarter.
 - We continued to de-emphasize agencies and supranationals. Value in federal agency and supranational issuers remained extremely limited, largely on scarce supply. Spreads remained near historically tight levels, and in some instances, agencies were trading at yields less than similar maturity Treasuries. We also avoided callable agencies during the quarter as early redemption risk remained elevated.
 - Corporate bonds performed top-of-class once again, as yield spreads tightened to their lowest in 2019 and approached post-recession lows. As a result, investment-grade (IG) corporates generated attractive excess returns for the quarter, with lower-quality issuers once again outperforming those of higher quality. Year-to-date excess returns from IG corporates were fantastic, generating 100 to 200 basis points (1% to 2%) of incremental return relative to similar duration Treasuries. Our corporate sector strategy during the quarter included opportunistic selling, booking gains on the most expensive issues and modestly de-risking the portfolio as spreads moved to very narrow levels.
 - Asset-backed securities (ABS) allocations were maintained during the quarter. Excess returns were muted as incremental income offset the impact of spread widening.
 - Following a volatile third quarter in the agency mortgage-backed security (MBS) sector, the fourth quarter saw a retracement of both volatility and spreads. As a result, the prior period purchases were a benefit for portfolio performance as MBS generated relatively attractive excess returns in the quarter.
 - In the municipal sector, taxable issuance volume remained elevated. New issue yield concessions provided good value for portfolios compared to other government alternatives and even some high-grade corporates. Excess returns from the sector helped buoy portfolio performance, especially for government-focused strategies.

Summary of Trade Activity

Trade Activity
January 1, 2019 - December 31, 2019



2019 Purchases
By Sector and Maturity



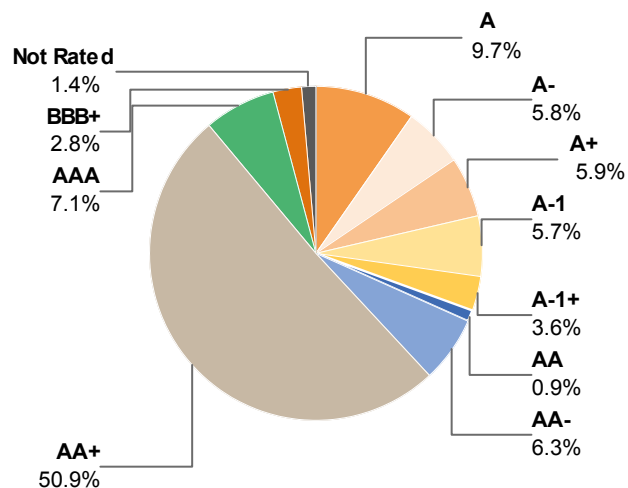
Charts based on par value of purchases, sells, and maturities as of trade date January 1, 2019 – December 31, 2019.

Portfolio Statistics

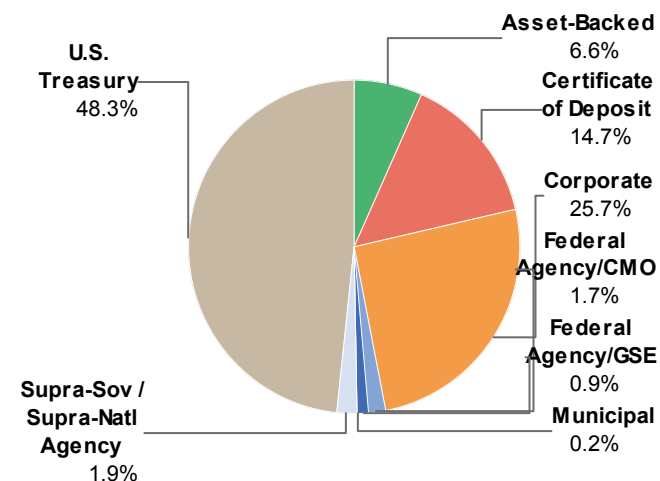
As of December 31, 2019

| | |
|-------------------------------|--------------|
| Par Value: | \$21,062,455 |
| Total Market Value: | \$21,348,036 |
| Security Market Value: | \$21,261,958 |
| Accrued Interest: | \$86,078 |
| Cash: | - |
| Amortized Cost: | \$21,031,108 |
| Yield at Market: | 1.78% |
| Yield at Cost: | 2.32% |
| Effective Duration: | 2.54 Years |
| Duration to Worst: | 2.54 Years |
| Average Maturity: | 2.80 Years |
| Average Credit: * | AA |

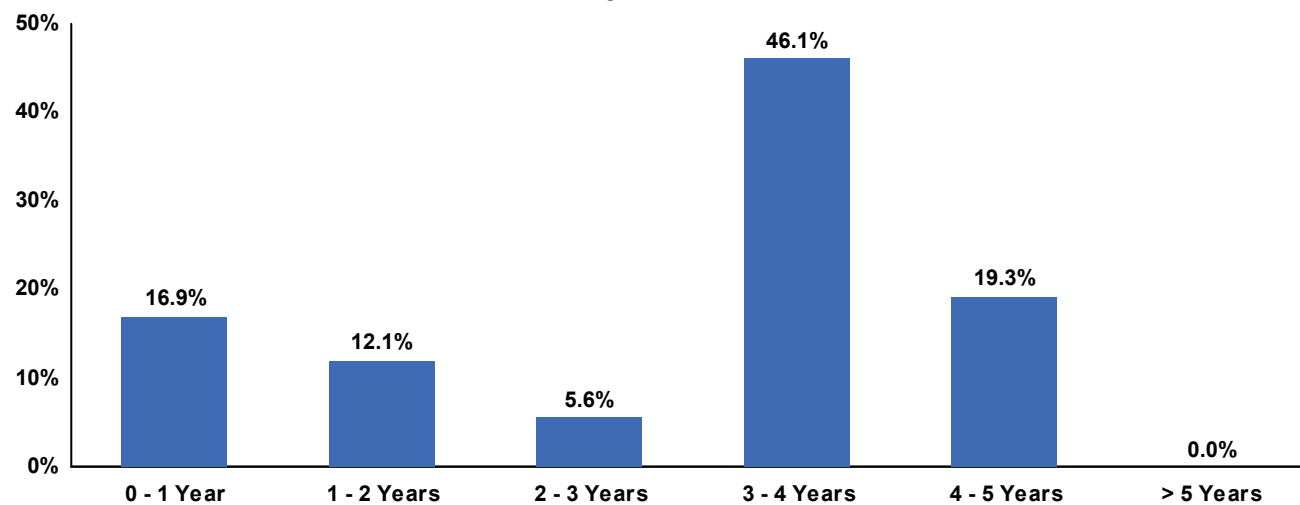
Credit Quality (S&P Ratings)**



Sector Allocation



Maturity Distribution



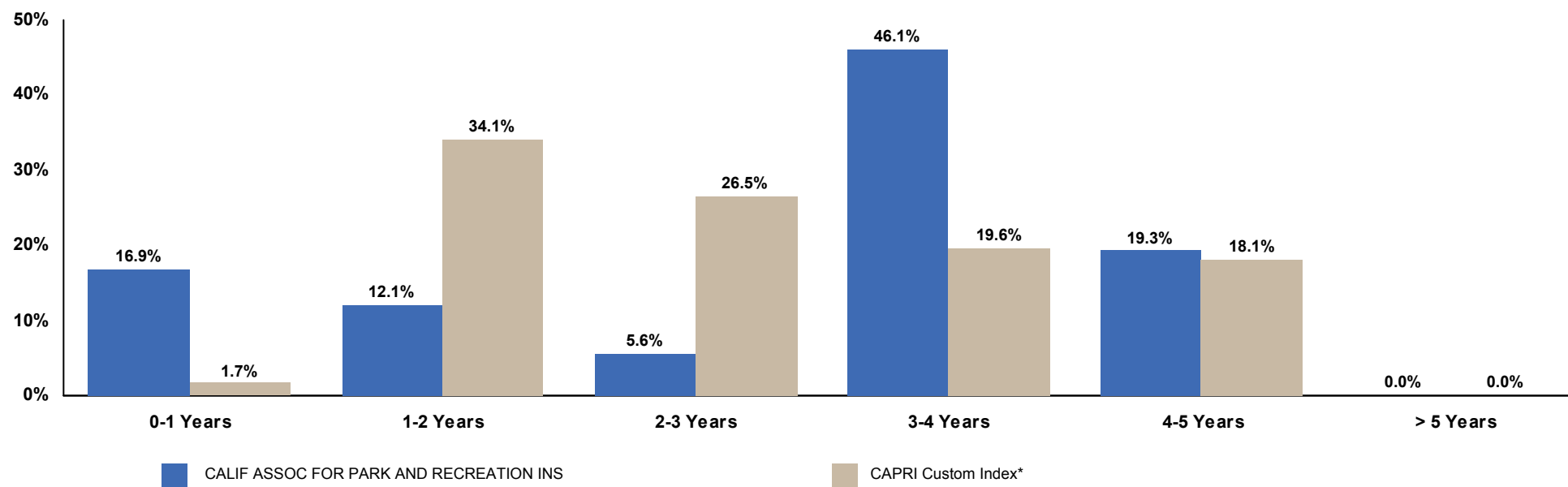
* An average of each security's credit rating assigned a numeric value and adjusted for its relative weighting in the portfolio.

**Securities held in the Association's portfolio are in compliance with California Government Code and the Association's Investment Policy dated November 5, 2018.

Maturity Distribution

As of December 31, 2019

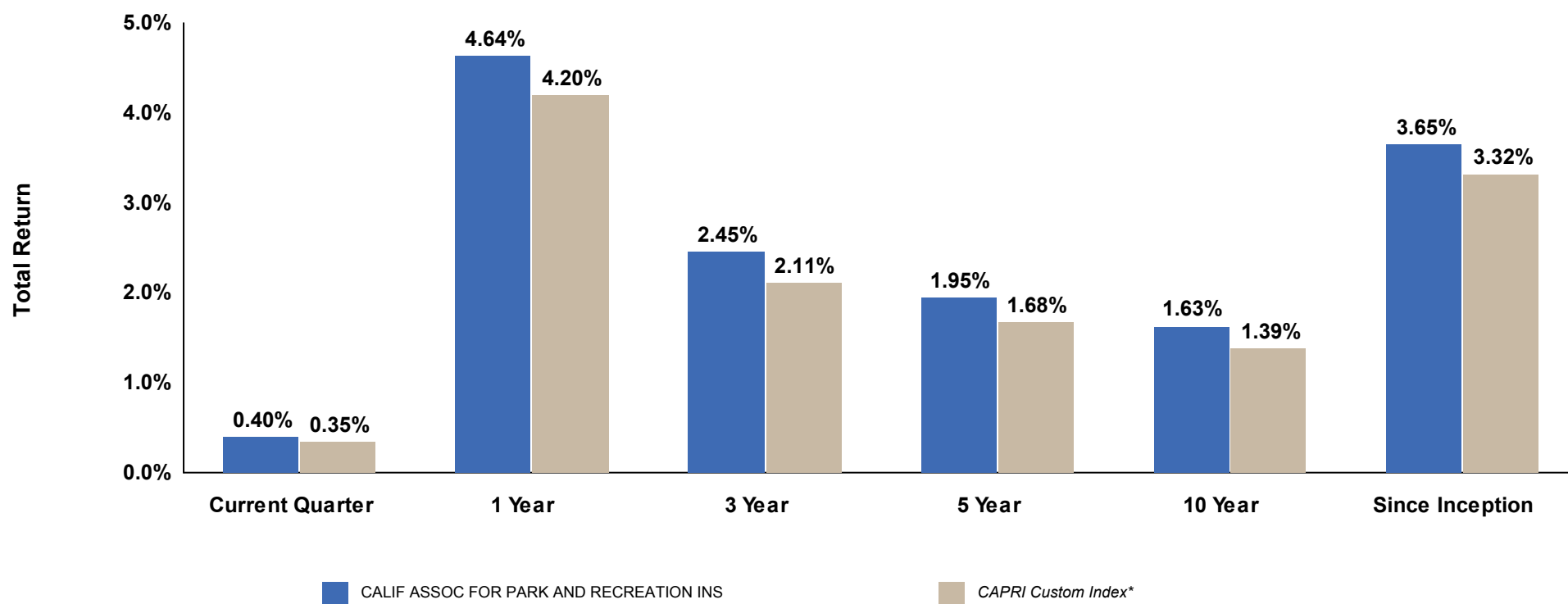
| Portfolio/Benchmark | Yield at Market | Average Maturity | 0-1 Years | 1-2 Years | 2-3 Years | 3-4 Years | 4-5 Years | >5 Years |
|--|-----------------|------------------|-----------|-----------|-----------|-----------|-----------|----------|
| CALIF ASSOC FOR PARK AND RECREATION INS | 1.78% | 2.80 yrs | 16.9% | 12.1% | 5.6% | 46.1% | 19.3% | 0.0% |
| CAPRI Custom Index* | 1.62% | 2.72 yrs | 1.7% | 34.1% | 26.5% | 19.6% | 18.1% | 0.0% |



*CAPRI's benchmark was the ICE BofAML 1-Year U.S. Treasury Bill Index from inception until March 31, 2001, then the ICE BofAML 1-Year Treasury Note Index until September 30, 2001, then the ICE BofAML 1-3 Year Treasury Index until June 30, 2012, and was changed to the ICE BofAML 1-5 Year Treasury Index on July 1, 2012.

Portfolio Performance (Total Return)

| Portfolio/Benchmark | Effective Duration | Current Quarter | Annualized Return | | | | |
|---|--------------------|-----------------|-------------------|--------|--------|---------|----------------------------|
| | | | 1 Year | 3 Year | 5 Year | 10 Year | Since Inception (03/31/95) |
| CALIF ASSOC FOR PARK AND RECREATION INS | 2.54 | 0.40% | 4.64% | 2.45% | 1.95% | 1.63% | 3.65% |
| CAPRI Custom Index* | 2.55 | 0.35% | 4.20% | 2.11% | 1.68% | 1.39% | 3.32% |
| Difference | | 0.05% | 0.44% | 0.34% | 0.27% | 0.24% | 0.33% |



Portfolio performance is gross of fees unless otherwise indicated.

* CAPRI's benchmark was the ICE BofAML 1-Year U.S. Treasury Bill Index from inception until March 31, 2001, then the ICE BofAML 1-Year Treasury Note Index until September 30, 2001, then the ICE BofAML 1-3 Year Treasury Index until June 30, 2012, and was changed to the ICE BofAML 1-5 Year Treasury Index on July 1, 2012.

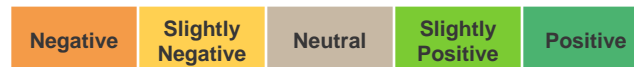
Investment Strategy Outlook

- We expect the Fed to remain on hold for an extended period and rates to remain mostly range-bound in the near-term. As a result, we plan to continue a duration-neutral strategy relative to the benchmark.
- Our outlook for the major investment-grade fixed income sectors is as follows:
 - Federal agency yield spreads remain very tight after trading in a close range for most of 2019. We do not expect this to change. We continue to favor further reductions in agency holdings as their benefit and upside is limited.
 - In the supranational sector, we are positioned to take advantage of any seasonal uptick in new issuance, if yield spreads represent fair value relative to other government sector alternatives. But, we plan to remain on the sidelines until such opportunities are available.
 - In the IG corporate sector, we plan to continue to modestly reduce allocations and target a modestly higher average credit quality. Although the credit markets are benefitting from stable fundamentals, positive earnings growth and strong demand, yield spreads have recently approached post-recession lows, making them less attractive.
 - Yield spreads on AAA-rated asset backed securities (ABS) gradually ascended off multi-year lows to close 2019. In some instances, ABS spreads are now wider than those on some high-grade corporate bonds. As a result, we view the ABS sector as a strong alternative to corporates.
 - A seasonal slowdown and a more stable rate environment are expected to restrain mortgage-backed securities (MBS) prepayments, improving their risk-adjusted return prospects. Although we continue to favor structures that are less sensitive to interest rate movements, like commercial MBS (CMBS) and well-seasoned mortgage pools, the spread environment across structures and coupons make the sector more broadly attractive for longer-term allocations.
 - In the money market space, a positively sloped yield curve and wide spreads have created opportunities for incremental earnings potential.

Fixed Income Sector Outlook – January 2020

| Sector | Our Investment Preferences | Comments |
|-------------------------------|----------------------------|--|
| COMMERCIAL PAPER / CD | | <ul style="list-style-type: none"> • Money market credit spreads remain attractive. New issue supply may increase in the new year. |
| TREASURIES | | |
| T-Bill | | <ul style="list-style-type: none"> • T-Bills have rallied further on Fed purchases and low repo rates. Other short-term instruments remain relatively more attractive. |
| T-Note | | <ul style="list-style-type: none"> • T-Notes offer attractive yield pickup vs. T-Bills in certain maturities. |
| FEDERAL AGENCIES | | |
| Bullets | | <ul style="list-style-type: none"> • Bullet valuations remain near historical tightness across the curve and continue to trade in a relatively narrow range. New issues should be evaluated for opportunities to add relative value; otherwise, Treasuries should be preferred. • Redemptions remained elevated during Q4 but have started to slow as rates have begun to stabilize. As a result, new issue supply has slowed as well. Spread pickup vs. bullets remains well below YTD averages, with little chance for outperformance. Accounts should favor bullet structures vs. callable. |
| Callables | | |
| SUPRANATIONALS | | <ul style="list-style-type: none"> • Spreads remain anchored across the curve. Expect modestly wider spreads in Q1 on account of higher issuer funding targets and favorable USD basis. New issues should be evaluated for opportunities to add relative value. |
| CORPORATES | | |
| Financials | | <ul style="list-style-type: none"> • Solid economic data, an accommodative Fed, and positive technicals continue to support the corporate sector. Tight valuations limit the potential for outperformance in 2020. A growing list of uncertainties and pending supply could result in wider spreads and better buying opportunities. |
| Industrials | | |
| SECURITIZED | | |
| Asset-Backed | | <ul style="list-style-type: none"> • AAA-rated ABS yield spreads widened during December and are currently near their 3-year historic average. Broad measures of auto ABS spreads are comparable to spreads on high-quality corporate securities. • Q4 saw strong excess returns from MBS as spreads narrowed significantly. Buyers were enticed by higher spreads, lower volatility, and the expectation that the Fed is on hold. • Agency CMBS spreads widened in December. The sector has good relative value compared to less structured MBS and other government sectors. |
| Agency Mortgage-Backed | | |
| Agency CMBS | | |
| MUNICIPALS | | <ul style="list-style-type: none"> • Value remains in new issue taxable deals which continue to be driven by the surge in taxable issuance, an alternative to tax-exempt advance refundings. |

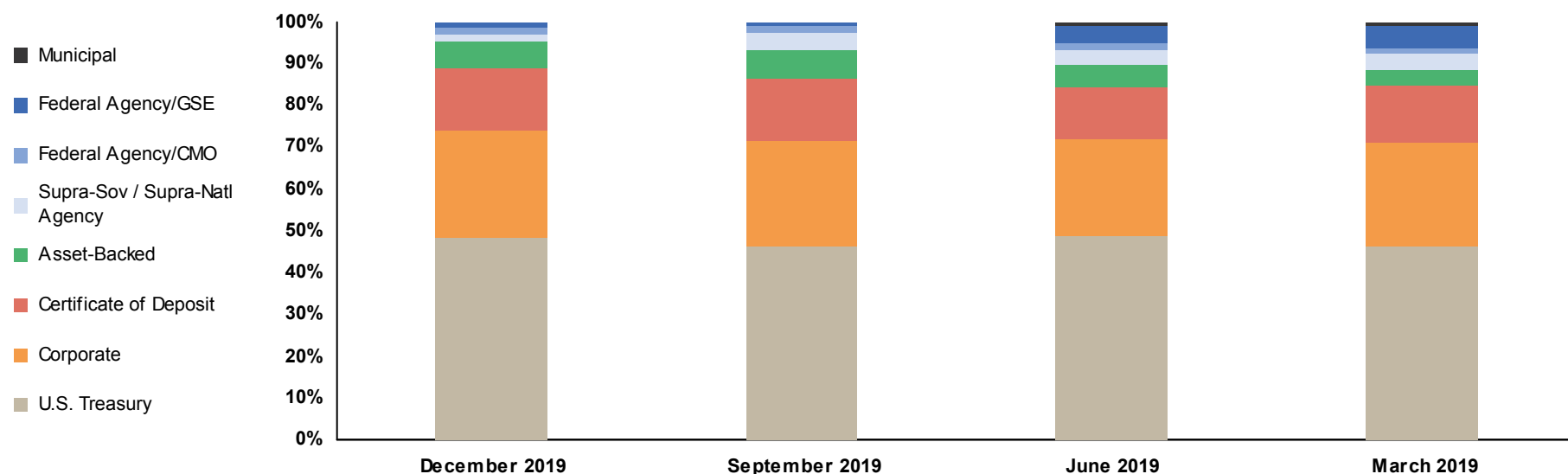
● Current outlook ○ Outlook one month ago



Portfolio Details

Sector Allocation

| Sector | December 31, 2019 | | September 30, 2019 | | June 30, 2019 | | March 31, 2019 | |
|-------------------------------|-------------------|---------------|--------------------|---------------|---------------|---------------|----------------|---------------|
| | MV (\$MM) | % of Total | MV (\$MM) | % of Total | MV (\$MM) | % of Total | MV (\$MM) | % of Total |
| U.S. Treasury | 10.3 | 48.3% | 9.1 | 46.3% | 9.9 | 48.7% | 9.3 | 46.4% |
| Corporate | 5.5 | 25.7% | 4.9 | 25.1% | 4.7 | 23.0% | 4.9 | 24.5% |
| Certificate of Deposit | 3.1 | 14.7% | 2.9 | 14.9% | 2.5 | 12.5% | 2.7 | 13.6% |
| Asset-Backed | 1.4 | 6.6% | 1.4 | 7.1% | 1.0 | 5.1% | 0.8 | 3.9% |
| Supra-Sov / Supra-Natl Agency | 0.4 | 1.9% | 0.8 | 4.1% | 0.8 | 4.0% | 0.8 | 4.0% |
| Federal Agency/CMO | 0.4 | 1.7% | 0.3 | 1.5% | 0.3 | 1.5% | 0.3 | 1.5% |
| Federal Agency/GSE | 0.2 | 0.9% | 0.2 | 1.0% | 0.8 | 4.2% | 1.0 | 5.1% |
| Municipal | 0.0 | 0.2% | 0.0 | 0.0% | 0.2 | 1.0% | 0.2 | 1.0% |
| Total | \$21.3 | 100.0% | \$19.7 | 100.0% | \$20.2 | 100.0% | \$20.0 | 100.0% |



Detail may not add to total due to rounding.

Portfolio Earnings*Quarter-Ended December 31, 2019*

| | Market Value Basis | Accrual (Amortized Cost) Basis |
|-------------------------------------|---------------------------|---------------------------------------|
| Beginning Value (09/30/2019) | \$19,674,777.02 | \$19,342,151.24 |
| Net Purchases/Sales | \$1,621,855.74 | \$1,621,855.74 |
| Change in Value | (\$34,675.17) | \$67,101.08 |
| Ending Value (12/31/2019) | \$21,261,957.59 | \$21,031,108.06 |
| Interest Earned | \$117,103.12 | \$117,103.12 |
| Portfolio Earnings | \$82,427.95 | \$184,204.20 |

Issuer Distribution
As of December 31, 2019

| Issuer | Market Value (\$) | % of Portfolio |
|------------------------------------|-------------------|----------------|
| UNITED STATES TREASURY | 10,266,629 | 48.3% |
| SWEDBANK AB | 401,092 | 1.9% |
| CAPITAL ONE FINANCIAL CORP | 373,849 | 1.8% |
| JP MORGAN CHASE & CO | 365,356 | 1.7% |
| WESTPAC BANKING CORP | 360,845 | 1.7% |
| ROYAL BANK OF CANADA | 357,758 | 1.7% |
| US BANCORP | 354,872 | 1.7% |
| BANK OF MONTREAL | 352,380 | 1.7% |
| TOYOTA MOTOR CORP | 324,993 | 1.5% |
| FREDDIE MAC | 263,439 | 1.2% |
| VOLKSWAGEN OF AMERICA | 253,895 | 1.2% |
| UBS AG | 250,507 | 1.2% |
| AMERICAN EXPRESS CO | 220,480 | 1.0% |
| MORGAN STANLEY | 212,616 | 1.0% |
| GOLDMAN SACHS GROUP INC | 211,539 | 1.0% |
| PNC FINANCIAL SERVICES GROUP | 210,640 | 1.0% |
| AMAZON.COM INC | 206,994 | 1.0% |
| MITSUBISHI UFJ FINANCIAL GROUP INC | 205,276 | 1.0% |

Top 5 = 55.4%

Top 10 = 63.1%

| Issuer | Market Value (\$) | % of Portfolio |
|--|-------------------|----------------|
| GENERAL DYNAMICS CORP | 203,366 | 1.0% |
| HONDA AUTO RECEIVABLES | 203,286 | 1.0% |
| SUMITOMO MITSUI FINANCIAL GROUP INC | 202,742 | 1.0% |
| BB&T CORPORATION | 202,634 | 1.0% |
| UNILEVER PLC | 202,399 | 1.0% |
| NATIONAL RURAL UTILITIES CO FINANCE CORP | 202,251 | 1.0% |
| AMERICAN HONDA FINANCE | 202,238 | 1.0% |
| IBM CORP | 201,830 | 1.0% |
| INTERNATIONAL FINANCE CORPORATION | 201,641 | 1.0% |
| BANK OF AMERICA CO | 201,590 | 1.0% |
| BANK OF NOVA SCOTIA | 201,228 | 1.0% |
| WELLS FARGO & COMPANY | 201,218 | 1.0% |
| STATE STREET CORPORATION | 200,797 | 0.9% |
| THE BANK OF NEW YORK MELLON CORPORATION | 200,636 | 0.9% |
| SKANDINAVISKA ENSKILDA BANKEN AB | 200,378 | 0.9% |
| NORDEA BANK AB | 200,326 | 0.9% |
| WAL-MART STORES INC | 200,273 | 0.9% |
| CREDIT SUISSE GROUP | 200,203 | 0.9% |
| INTL BANK OF RECONSTRUCTION AND DEV | 200,042 | 0.9% |
| DNB ASA | 199,785 | 0.9% |
| FEDERAL HOME LOAN BANKS | 198,506 | 0.9% |

| Issuer | Market Value (\$) | % of Portfolio |
|----------------------------------|-------------------|----------------|
| THE WALT DISNEY CORPORATION | 198,482 | 0.9% |
| NISSAN AUTO RECEIVABLES | 188,529 | 0.9% |
| DEERE & COMPANY | 183,018 | 0.9% |
| PACCAR FINANCIAL CORP | 171,392 | 0.8% |
| HARLEY-DAVIDSON MOTORCYCLE TRUST | 150,481 | 0.7% |
| CATERPILLAR INC | 149,933 | 0.7% |
| GM FINANCIAL SECURITIZED TERM | 136,855 | 0.6% |
| CHARLES SCHWAB | 127,439 | 0.6% |
| PEPSICO INC | 125,357 | 0.6% |
| HOME DEPOT INC | 99,946 | 0.5% |
| CAPITAL ONE PRIME AUTO REC TRUST | 90,805 | 0.4% |
| FANNIE MAE | 87,923 | 0.4% |
| HERSHEY COMPANY | 81,354 | 0.4% |
| CHAFFEY CA JT UNION HS DIST | 49,914 | 0.2% |
| Grand Total: | 21,261,958 | 100.0% |

Quarterly Portfolio Transactions

| Trade Date | Settle Date | Par (\$) | CUSIP | Security Description | Coupon | Maturity Date | Transact Amt (\$) | Yield at Market | Realized G/L (BV) |
|------------------|-------------|------------------|-----------|--------------------------------|--------|---------------|---------------------|-----------------|-------------------|
| BUY | | | | | | | | | |
| 10/2/19 | 10/4/19 | 450,000 | 912828T91 | US TREASURY NOTES | 1.62% | 10/31/23 | 455,703.72 | 1.48% | |
| 10/4/19 | 10/8/19 | 630,000 | 912828T91 | US TREASURY NOTES | 1.62% | 10/31/23 | 641,074.22 | 1.36% | |
| 10/4/19 | 10/8/19 | 350,000 | 91159HHX1 | US BANCORP | 2.40% | 7/30/24 | 359,093.00 | 1.93% | |
| 10/25/19 | 10/28/19 | 200,000 | 912828T91 | US TREASURY NOTES | 1.62% | 10/31/23 | 201,504.76 | 1.64% | |
| 10/25/19 | 10/29/19 | 150,000 | 46625HJY7 | JPMORGAN CHASE & CO BONDS | 3.87% | 9/10/24 | 160,859.15 | 2.40% | |
| 10/25/19 | 10/29/19 | 200,000 | 023135AZ9 | AMAZON.COM INC CORP NOTES | 2.80% | 8/22/24 | 208,714.22 | 1.96% | |
| 11/6/19 | 12/5/19 | 50,000 | 157411TK5 | CHAFFEY UHSD, CA TXBL GO BONDS | 2.10% | 8/1/24 | 50,000.00 | 2.10% | |
| 11/20/19 | 11/26/19 | 100,000 | 3137FQ3V3 | FHMS KJ27 A1 | 2.09% | 7/25/24 | 100,142.88 | 2.03% | |
| 12/2/19 | 12/5/19 | 1,450,000 | 912828XX3 | US TREASURY N/B NOTES | 2.00% | 6/30/24 | 1,484,201.09 | 1.66% | |
| 12/4/19 | 12/6/19 | 200,000 | 23341VZT1 | DNB BANK ASA/NY LT CD | 2.04% | 12/2/22 | 200,000.00 | 2.04% | |
| Total BUY | | 3,780,000 | | | | | 3,861,293.04 | | |

INTEREST

| | | | | | | | | | |
|----------|----------|---------|-----------|----------------------------------|-------|----------|----------|--|--|
| 10/1/19 | 10/25/19 | 100,000 | 3137BM6P6 | FHLMC SERIES K721 A2 | 3.09% | 8/25/22 | 257.50 | | |
| 10/1/19 | 10/25/19 | 95,274 | 3136B1XP4 | FNA 2018-M5 A2 | 3.56% | 9/25/21 | 288.80 | | |
| 10/1/19 | 10/25/19 | 84,784 | 3137FKK39 | FHMS KP05 A | 3.20% | 7/1/23 | 226.30 | | |
| 10/1/19 | 10/1/19 | 125,000 | 06051GGS2 | BANK OF AMERICA CORP (CALLABLE) | 2.32% | 10/1/21 | 1,455.00 | | |
| 10/1/19 | 10/1/19 | 200,000 | 46647PBB1 | JPMORGAN CHASE & CO BONDS | 3.20% | 4/1/23 | 3,367.35 | | |
| 10/15/19 | 10/15/19 | 90,000 | 14042WAC4 | COPAR 2019-1 A3 | 2.51% | 11/15/23 | 188.25 | | |
| 10/15/19 | 10/15/19 | 185,000 | 65478NAD7 | NAROT 2018-C A3 | 3.22% | 6/15/23 | 496.42 | | |
| 10/15/19 | 10/15/19 | 200,000 | 43815AAC6 | HAROT 2018-4 A3 | 3.16% | 1/15/23 | 526.67 | | |
| 10/15/19 | 10/15/19 | 375,000 | 14041NFU0 | COMET 2019-A2 A2 | 1.72% | 8/15/24 | 716.67 | | |
| 10/15/19 | 10/15/19 | 125,000 | 713448DX3 | PEPSICO INC CORP (CALLABLE) NOTE | 2.00% | 4/15/21 | 1,250.00 | | |
| 10/15/19 | 10/15/19 | 150,000 | 41284WAC4 | HDMOT 2019-A A3 | 2.34% | 2/15/24 | 292.50 | | |

CALIF ASSOC FOR PARK AND RECREATION INS

Portfolio Activity

| Trade Date | Settle Date | Par (\$) | CUSIP | Security Description | Coupon | Maturity Date | Transact Amt (\$) | Yield at Market | Realized G/L (BV) |
|------------|-------------|-----------|-----------|--|--------|---------------|-------------------|-----------------|-------------------|
| 10/16/19 | 10/16/19 | 135,000 | 36256XAD4 | GMCAR 2019-1 A3 | 2.97% | 11/16/23 | 334.13 | | |
| 10/16/19 | 10/16/19 | 200,000 | 86565BPC9 | SUMITOMO MITSUI BANK NY CERT DEPOS | 3.39% | 10/16/20 | 3,446.50 | | |
| 10/17/19 | 10/17/19 | 325,000 | 89236TDU6 | TOYOTA MOTOR CREDIT CORP | 1.95% | 4/17/20 | 3,168.75 | | |
| 10/19/19 | 10/19/19 | 25,000 | 06051GFW4 | BANK OF AMERICA CORP NOTE | 2.62% | 4/19/21 | 328.13 | | |
| 10/20/19 | 10/20/19 | 250,000 | 92869BAD4 | VALET 2018-2 A3 | 3.25% | 4/20/23 | 677.08 | | |
| 10/29/19 | 10/29/19 | 200,000 | 61746BDQ6 | MORGAN STANLEY CORP NOTES | 3.87% | 4/29/24 | 3,875.00 | | |
| 10/31/19 | 10/31/19 | 630,000 | 912828T91 | US TREASURY NOTES | 1.62% | 10/31/23 | 5,118.75 | | |
| 10/31/19 | 10/31/19 | 200,000 | 912828T91 | US TREASURY NOTES | 1.62% | 10/31/23 | 1,625.00 | | |
| 10/31/19 | 10/31/19 | 450,000 | 912828T91 | US TREASURY NOTES | 1.62% | 10/31/23 | 3,656.25 | | |
| 11/1/19 | 11/25/19 | 92,059 | 3136B1XP4 | FNA 2018-M5 A2 | 3.56% | 9/25/21 | 278.20 | | |
| 11/1/19 | 11/25/19 | 100,000 | 3137BM6P6 | FHLMC SERIES K721 A2 | 3.09% | 8/25/22 | 257.50 | | |
| 11/1/19 | 11/25/19 | 65,216 | 3137FKK39 | FHMS KP05 A | 3.20% | 7/1/23 | 174.07 | | |
| 11/3/19 | 11/3/19 | 200,000 | 06406FAB9 | BANK OF NEW YORK MELLON (CALLABLE) NOTES | 2.05% | 5/3/21 | 2,050.00 | | |
| 11/5/19 | 11/5/19 | 100,000 | 0258M0EB1 | AMERICAN EXPRESS CREDIT (CALLABLE) NOTES | 2.25% | 5/5/21 | 1,125.00 | | |
| 11/10/19 | 11/10/19 | 70,000 | 69371RP26 | PACCAR FINANCIAL CORP | 3.10% | 5/10/21 | 1,085.00 | | |
| 11/11/19 | 11/11/19 | 200,000 | 369550BE7 | GENERAL DYNAMICS CORP | 3.00% | 5/11/21 | 3,000.00 | | |
| 11/13/19 | 11/13/19 | 100,000 | 69371RN85 | PACCAR FINANCIAL CORP NOTES | 2.05% | 11/13/20 | 1,025.00 | | |
| 11/15/19 | 11/15/19 | 30,000 | 912828PC8 | US TREASURY NOTES | 2.62% | 11/15/20 | 393.75 | | |
| 11/15/19 | 11/15/19 | 375,000 | 14041NFU0 | COMET 2019-A2 A2 | 1.72% | 8/15/24 | 537.50 | | |
| 11/15/19 | 11/15/19 | 185,000 | 65478NAD7 | NAROT 2018-C A3 | 3.22% | 6/15/23 | 496.42 | | |
| 11/15/19 | 11/15/19 | 90,000 | 14042WAC4 | COPAR 2019-1 A3 | 2.51% | 11/15/23 | 188.25 | | |
| 11/15/19 | 11/15/19 | 80,000 | 427866BA5 | HERSHEY COMPANY CORP NOTES | 3.10% | 5/15/21 | 1,240.00 | | |
| 11/15/19 | 11/15/19 | 150,000 | 41284WAC4 | HDMOT 2019-A A3 | 2.34% | 2/15/24 | 292.50 | | |
| 11/15/19 | 11/15/19 | 200,000 | 43815AAC6 | HAROT 2018-4 A3 | 3.16% | 1/15/23 | 526.67 | | |
| 11/16/19 | 11/16/19 | 135,000 | 36256XAD4 | GMCAR 2019-1 A3 | 2.97% | 11/16/23 | 334.13 | | |
| 11/17/19 | 11/17/19 | 50,000 | 06051GHH5 | BANK OF AMERICA CORP NOTES | 3.49% | 5/17/22 | 874.75 | | |
| 11/18/19 | 11/18/19 | 400,000 | 87019U6D6 | SWEDBANK (NEW YORK) CERT DEPOS | 2.27% | 11/16/20 | 4,691.33 | | |
| 11/20/19 | 11/20/19 | 250,000 | 92869BAD4 | VALET 2018-2 A3 | 3.25% | 4/20/23 | 677.08 | | |
| 11/21/19 | 11/21/19 | 125,000 | 808513AW5 | CHARLES SCHWAB CORP NOTES | 3.25% | 5/21/21 | 2,031.25 | | |
| 11/30/19 | 11/30/19 | 1,600,000 | 912828R69 | US TREASURY N/B NOTES | 1.62% | 5/31/23 | 13,000.00 | | |

CALIF ASSOC FOR PARK AND RECREATION INS

Portfolio Activity

| Trade Date | Settle Date | Par (\$) | CUSIP | Security Description | Coupon | Maturity Date | Transact Amt (\$) | Yield at Market | Realized G/L (BV) |
|-----------------------|-------------|-------------------|-----------|----------------------------------|--------|---------------|-------------------|-----------------|-------------------|
| 11/30/19 | 11/30/19 | 1,275,000 | 912828R69 | US TREASURY N/B NOTES | 1.62% | 5/31/23 | 10,359.38 | | |
| 11/30/19 | 11/30/19 | 750,000 | 912828R69 | US TREASURY N/B NOTES | 1.62% | 5/31/23 | 6,093.75 | | |
| 11/30/19 | 11/30/19 | 300,000 | 912828R69 | US TREASURY N/B NOTES | 1.62% | 5/31/23 | 2,437.50 | | |
| 12/1/19 | 12/25/19 | 90,057 | 3136B1XP4 | FNA 2018-M5 A2 | 3.56% | 9/25/21 | 271.16 | | |
| 12/1/19 | 12/25/19 | 100,000 | 3137FQ3V3 | FHMS KJ27 A1 | 2.09% | 7/25/24 | 174.33 | | |
| 12/1/19 | 12/25/19 | 65,111 | 3137FKK39 | FHMS KP05 A | 3.20% | 7/1/23 | 173.79 | | |
| 12/1/19 | 12/25/19 | 100,000 | 3137BM6P6 | FHLMC SERIES K721 A2 | 3.09% | 8/25/22 | 257.50 | | |
| 12/5/19 | 12/5/19 | 200,000 | 06417GU22 | BANK OF NOVA SCOTIA HOUSTON CD | 3.08% | 6/5/20 | 3,080.00 | | |
| 12/5/19 | 12/5/19 | 100,000 | 437076BQ4 | HOME DEPOT INC CORP NOTES | 1.80% | 6/5/20 | 900.00 | | |
| 12/7/19 | 12/7/19 | 200,000 | 94974BGR5 | WELLS FARGO & COMPANY NOTES | 2.55% | 12/7/20 | 2,550.00 | | |
| 12/7/19 | 12/7/19 | 350,000 | 78012UEE1 | ROYAL BANK OF CANADA NY CD | 3.24% | 6/7/21 | 5,670.00 | | |
| 12/15/19 | 12/15/19 | 200,000 | 931142EA7 | WAL-MART STORES INC CORP NOTE | 1.90% | 12/15/20 | 1,900.00 | | |
| 12/15/19 | 12/15/19 | 375,000 | 14041NFU0 | COMET 2019-A2 A2 | 1.72% | 8/15/24 | 537.50 | | |
| 12/15/19 | 12/15/19 | 150,000 | 41284WAC4 | HDMOT 2019-A A3 | 2.34% | 2/15/24 | 292.50 | | |
| 12/15/19 | 12/15/19 | 200,000 | 43815AAC6 | HAROT 2018-4 A3 | 3.16% | 1/15/23 | 526.67 | | |
| 12/15/19 | 12/15/19 | 90,000 | 14042WAC4 | COPAR 2019-1 A3 | 2.51% | 11/15/23 | 188.25 | | |
| 12/15/19 | 12/15/19 | 185,000 | 65478NAD7 | NAROT 2018-C A3 | 3.22% | 6/15/23 | 496.42 | | |
| 12/16/19 | 12/16/19 | 135,000 | 36256XAD4 | GMCAR 2019-1 A3 | 2.97% | 11/16/23 | 334.13 | | |
| 12/20/19 | 12/20/19 | 250,000 | 92869BAD4 | VALET 2018-2 A3 | 3.25% | 4/20/23 | 677.08 | | |
| 12/27/19 | 12/27/19 | 200,000 | 02665WCZ2 | AMERICAN HONDA FINANCE CORP NOTE | 2.40% | 6/27/24 | 2,400.00 | | |
| 12/31/19 | 12/31/19 | 60,000 | 912828A83 | US TREASURY NOTES | 2.37% | 12/31/20 | 712.50 | | |
| 12/31/19 | 12/31/19 | 975,000 | 912828N30 | US TREASURY NOTES | 2.12% | 12/31/22 | 10,359.38 | | |
| 12/31/19 | 12/31/19 | 1,450,000 | 912828XX3 | US TREASURY N/B NOTES | 2.00% | 6/30/24 | 14,500.00 | | |
| 12/31/19 | 12/31/19 | 2,425,000 | 912828N30 | US TREASURY NOTES | 2.12% | 12/31/22 | 25,765.63 | | |
| Total INTEREST | | 18,967,502 | | | | | 156,230.92 | | |

PAYDOWNS

| | | | | | | | | | |
|---------|----------|--------|-----------|-------------|-------|--------|-----------|--|------|
| 10/1/19 | 10/25/19 | 19,568 | 3137FKK39 | FHMS KP05 A | 3.20% | 7/1/23 | 19,568.36 | | 0.00 |
|---------|----------|--------|-----------|-------------|-------|--------|-----------|--|------|

CALIF ASSOC FOR PARK AND RECREATION INS

Portfolio Activity

| Trade Date | Settle Date | Par (\$) | CUSIP | Security Description | Coupon | Maturity Date | Transact Amt (\$) | Yield at Market | Realized G/L (BV) |
|-----------------------|-------------|---------------|-----------|----------------------|--------|---------------|-------------------|-----------------|-------------------|
| 10/1/19 | 10/25/19 | 3,215 | 3136B1XP4 | FNA 2018-M5 A2 | 3.56% | 9/25/21 | 3,214.58 | | 0.00 |
| 11/1/19 | 11/25/19 | 105 | 3137FKK39 | FHMS KP05 A | 3.20% | 7/1/23 | 104.85 | | 0.00 |
| 11/1/19 | 11/25/19 | 2,002 | 3136B1XP4 | FNA 2018-M5 A2 | 3.56% | 9/25/21 | 2,002.01 | | 0.00 |
| 12/1/19 | 12/25/19 | 4,554 | 3137FKK39 | FHMS KP05 A | 3.20% | 7/1/23 | 4,554.07 | | 0.00 |
| 12/1/19 | 12/25/19 | 157 | 3137FQ3V3 | FHMS KJ27 A1 | 2.09% | 7/25/24 | 157.18 | | 0.00 |
| 12/1/19 | 12/25/19 | 3,002 | 3136B1XP4 | FNA 2018-M5 A2 | 3.56% | 9/25/21 | 3,002.13 | | 0.00 |
| Total PAYDOWNS | | 32,603 | | | | | 32,603.18 | | 0.00 |

SELL

| | | | | | | | | | |
|-------------------|----------|------------------|-----------|--|-------|----------|---------------------|-------|------------------|
| 10/2/19 | 10/4/19 | 400,000 | 459058GH0 | INTL BANK OF RECONSTRUCTION AND DEV NOTE | 2.75% | 7/23/21 | 410,313.44 | 1.60% | 8,716.92 |
| 11/20/19 | 11/26/19 | 100,000 | 912828N30 | US TREASURY NOTES | 2.12% | 12/31/22 | 102,559.61 | 1.56% | 3,849.15 |
| 12/2/19 | 12/5/19 | 100,000 | 912828N30 | US TREASURY NOTES | 2.12% | 12/31/22 | 102,412.36 | 1.62% | 3,402.53 |
| 12/2/19 | 12/5/19 | 575,000 | 912828N30 | US TREASURY NOTES | 2.12% | 12/31/22 | 588,871.10 | 1.62% | 15,100.73 |
| 12/2/19 | 12/5/19 | 350,000 | 912828N30 | US TREASURY NOTES | 2.12% | 12/31/22 | 358,443.27 | 1.62% | 12,718.12 |
| 12/2/19 | 12/5/19 | 425,000 | 912828N30 | US TREASURY NOTES | 2.12% | 12/31/22 | 435,252.55 | 1.62% | 17,264.09 |
| 12/4/19 | 12/6/19 | 200,000 | 172967LF6 | CITIGROUP INC (CALLABLE) CORP NOTE | 2.45% | 1/10/20 | 201,991.22 | 2.40% | 6.60 |
| Total SELL | | 2,150,000 | | | | | 2,199,843.55 | | 61,058.14 |

Managed Account Detail of Securities Held

| Security Type/Description Dated Date/Coupon/Maturity | CUSIP | Par | S&P Rating | Moody's Rating | Trade Date | Settle Date | Original Cost | YTM at Cost | Accrued Interest | Amortized Cost | Market Value |
|---|-----------|----------------------|---------------|-------------------|---------------|----------------|----------------------|----------------|---------------------|----------------------|----------------------|
| U.S. Treasury Bond / Note | | | | | | | | | | | |
| US TREASURY NOTES DTD 11/15/2010 2.625% 11/15/2020 | 912828PC8 | 30,000.00 | AA+ | Aaa | 5/3/2016 | 5/6/2016 | 31,860.94 | 1.21 | 101.68 | 30,366.02 | 30,251.94 |
| US TREASURY NOTES DTD 12/31/2013 2.375% 12/31/2020 | 912828A83 | 60,000.00 | AA+ | Aaa | 3/30/2016 | 3/31/2016 | 63,014.06 | 1.28 | 3.91 | 60,648.17 | 60,424.20 |
| US TREASURY NOTES DTD 08/15/2012 1.625% 08/15/2022 | 912828TJ9 | 50,000.00 | AA+ | Aaa | 9/5/2018 | 9/7/2018 | 47,902.34 | 2.76 | 306.90 | 48,578.55 | 50,046.90 |
| US TREASURY NOTES DTD 12/31/2015 2.125% 12/31/2022 | 912828N30 | 2,425,000.00 | AA+ | Aaa | 1/7/2019 | 1/10/2019 | 2,390,045.90 | 2.51 | 141.57 | 2,398,315.03 | 2,461,942.45 |
| US TREASURY NOTES DTD 12/31/2015 2.125% 12/31/2022 | 912828N30 | 975,000.00 | AA+ | Aaa | 1/30/2019 | 1/31/2019 | 959,537.11 | 2.55 | 56.92 | 963,030.75 | 989,853.15 |
| US TREASURY N/B NOTES DTD 05/31/2016 1.625% 05/31/2023 | 912828R69 | 750,000.00 | AA+ | Aaa | 3/4/2019 | 3/6/2019 | 722,783.20 | 2.53 | 1,065.57 | 727,861.00 | 750,029.25 |
| US TREASURY N/B NOTES DTD 05/31/2016 1.625% 05/31/2023 | 912828R69 | 1,275,000.00 | AA+ | Aaa | 5/1/2019 | 5/3/2019 | 1,244,320.31 | 2.25 | 1,811.48 | 1,249,140.48 | 1,275,049.73 |
| US TREASURY N/B NOTES DTD 05/31/2016 1.625% 05/31/2023 | 912828R69 | 300,000.00 | AA+ | Aaa | 4/1/2019 | 4/5/2019 | 291,832.03 | 2.32 | 426.23 | 293,236.25 | 300,011.70 |
| US TREASURY N/B NOTES DTD 05/31/2016 1.625% 05/31/2023 | 912828R69 | 1,600,000.00 | AA+ | Aaa | 6/3/2019 | 6/7/2019 | 1,587,437.50 | 1.83 | 2,273.22 | 1,589,178.53 | 1,600,062.40 |
| US TREASURY NOTES DTD 10/31/2016 1.625% 10/31/2023 | 912828T91 | 200,000.00 | AA+ | Aaa | 10/25/2019 | 10/28/2019 | 199,906.25 | 1.64 | 553.57 | 199,910.41 | 199,820.40 |
| US TREASURY NOTES DTD 10/31/2016 1.625% 10/31/2023 | 912828T91 | 630,000.00 | AA+ | Aaa | 10/4/2019 | 10/8/2019 | 636,595.31 | 1.36 | 1,743.75 | 636,228.24 | 629,434.26 |
| US TREASURY NOTES DTD 10/31/2016 1.625% 10/31/2023 | 912828T91 | 450,000.00 | AA+ | Aaa | 10/2/2019 | 10/4/2019 | 452,583.98 | 1.48 | 1,245.54 | 452,435.05 | 449,595.90 |
| US TREASURY N/B NOTES DTD 06/30/2017 2.000% 06/30/2024 | 912828XX3 | 1,450,000.00 | AA+ | Aaa | 12/2/2019 | 12/5/2019 | 1,471,750.00 | 1.66 | 79.67 | 1,471,420.65 | 1,470,107.15 |
| Security Type Sub-Total | | 10,195,000.00 | | | | | 10,099,568.93 | 2.11 | 9,810.01 | 10,120,349.13 | 10,266,629.43 |

Supra-National Agency Bond / Note

Managed Account Detail of Securities Held

| Security Type/Description Dated Date/Coupon/Maturity | CUSIP | Par | S&P Rating | Moody's Rating | Trade Date | Settle Date | Original Cost | YTM at Cost | Accrued Interest | Amortized Cost | Market Value |
|---|-----------|-------------------|---------------|-------------------|---------------|----------------|-------------------|----------------|---------------------|-------------------|-------------------|
| Supra-National Agency Bond / Note | | | | | | | | | | | |
| INTL BANK OF RECONSTRUCTION AND DEV NOTE DTD 09/19/2017 1.561% 09/12/2020 | 45905UP32 | 200,000.00 | AAA | Aaa | 9/12/2017 | 9/19/2017 | 199,520.00 | 1.64 | 945.27 | 199,885.63 | 200,042.00 |
| INTERNATIONAL FINANCE CORPORATION NOTE DTD 03/16/2018 2.635% 03/09/2021 | 45950VLQ7 | 200,000.00 | AAA | Aaa | 3/9/2018 | 3/16/2018 | 199,850.00 | 2.66 | 1,639.56 | 199,938.52 | 201,641.20 |
| Security Type Sub-Total | | 400,000.00 | | | | | 399,370.00 | 2.15 | 2,584.83 | 399,824.15 | 401,683.20 |
| Municipal Bond / Note | | | | | | | | | | | |
| CHAFFEY UHSD, CA TXBL GO BONDS DTD 12/05/2019 2.101% 08/01/2024 | 157411TK5 | 50,000.00 | AA- | Aa1 | 11/6/2019 | 12/5/2019 | 50,000.00 | 2.10 | 75.87 | 50,000.00 | 49,914.00 |
| Security Type Sub-Total | | 50,000.00 | | | | | 50,000.00 | 2.10 | 75.87 | 50,000.00 | 49,914.00 |
| Federal Agency Collateralized Mortgage Obligation | | | | | | | | | | | |
| FNA 2018-M5 A2 DTD 04/01/2018 3.560% 09/25/2021 | 3136B1XP4 | 87,055.20 | AA+ | Aaa | 4/11/2018 | 4/30/2018 | 88,786.81 | 2.27 | 258.26 | 87,901.95 | 87,922.80 |
| FHLMC SERIES K721 A2 DTD 12/01/2015 3.090% 08/25/2022 | 3137BM6P6 | 100,000.00 | AA+ | Aaa | 4/4/2018 | 4/9/2018 | 100,851.56 | 2.61 | 257.50 | 100,455.46 | 102,107.66 |
| FHMS KP05 A DTD 12/01/2018 3.203% 07/01/2023 | 3137FKK39 | 60,557.03 | AA+ | Aaa | 12/7/2018 | 12/17/2018 | 60,556.84 | 3.11 | 161.64 | 60,556.85 | 61,918.22 |
| FHMS KJ27 A1 DTD 11/01/2019 2.092% 07/25/2024 | 3137FQ3V3 | 99,842.82 | AA+ | Aaa | 11/20/2019 | 11/26/2019 | 99,840.42 | 2.03 | 174.06 | 99,840.42 | 99,413.40 |
| Security Type Sub-Total | | 347,455.05 | | | | | 350,035.63 | 2.45 | 851.46 | 348,754.68 | 351,362.08 |
| Federal Agency Bond / Note | | | | | | | | | | | |
| FHLB GLOBAL NOTE DTD 07/14/2016 1.125% 07/14/2021 | 3130A8QS5 | 200,000.00 | AA+ | Aaa | 8/3/2016 | 8/3/2016 | 198,954.00 | 1.23 | 1,043.75 | 199,668.50 | 198,505.80 |

Managed Account Detail of Securities Held

| Security Type/Description Dated Date/Coupon/Maturity | CUSIP | Par | S&P Rating | Moody's Rating | Trade Date | Settle Date | Original Cost | YTM at Cost | Accrued Interest | Amortized Cost | Market Value |
|---|-----------|-------------------|---------------|-------------------|---------------|----------------|-------------------|----------------|---------------------|-------------------|-------------------|
| Security Type Sub-Total | | 200,000.00 | | | | | 198,954.00 | 1.23 | 1,043.75 | 199,668.50 | 198,505.80 |
| Corporate Note | | | | | | | | | | | |
| AMER EXP CREDIT NT (CALLED OMD 03/03/20) DTD 03/03/2017 2.200% 02/03/2020 | 0258M0EE5 | 120,000.00 | A- | A2 | 2/28/2017 | 3/3/2017 | 119,875.20 | 2.24 | 865.33 | 119,992.63 | 119,998.44 |
| TOYOTA MOTOR CREDIT CORP DTD 04/17/2017 1.950% 04/17/2020 | 89236TDU6 | 325,000.00 | AA- | Aa3 | 4/11/2017 | 4/17/2017 | 324,850.50 | 1.97 | 1,302.71 | 324,984.97 | 324,993.18 |
| HOME DEPOT INC CORP NOTES DTD 06/05/2017 1.800% 06/05/2020 | 437076BQ4 | 100,000.00 | A | A2 | 5/24/2017 | 6/5/2017 | 99,942.00 | 1.82 | 130.00 | 99,991.54 | 99,946.40 |
| STATE STREET CORP NOTES DTD 08/18/2015 2.550% 08/18/2020 | 857477AS2 | 200,000.00 | A | A1 | 3/4/2016 | 3/7/2016 | 203,708.00 | 2.11 | 1,884.17 | 200,546.79 | 200,797.00 |
| CATERPILLAR FINL SERVICE NOTE DTD 09/07/2017 1.850% 09/04/2020 | 14913Q2A6 | 150,000.00 | A | A3 | 9/5/2017 | 9/7/2017 | 149,874.00 | 1.88 | 901.88 | 149,970.95 | 149,932.50 |
| PACCAR FINANCIAL CORP NOTES DTD 11/13/2017 2.050% 11/13/2020 | 69371RN85 | 100,000.00 | A+ | A1 | 11/6/2017 | 11/13/2017 | 99,991.00 | 2.05 | 273.33 | 99,997.35 | 100,166.40 |
| WELLS FARGO & COMPANY NOTES DTD 12/07/2015 2.550% 12/07/2020 | 94974BGR5 | 200,000.00 | A- | A2 | 5/6/2016 | 5/10/2016 | 204,432.00 | 2.04 | 340.00 | 200,937.93 | 201,218.40 |
| WAL-MART STORES INC CORP NOTE DTD 10/20/2017 1.900% 12/15/2020 | 931142EA7 | 200,000.00 | AA | Aa2 | 10/11/2017 | 10/20/2017 | 199,710.00 | 1.95 | 168.89 | 199,909.64 | 200,273.00 |
| IBM CORP CORP NOTES DTD 02/06/2018 2.650% 02/05/2021 | 44932HAG8 | 200,000.00 | A | A2 | 2/1/2018 | 2/6/2018 | 199,902.00 | 2.67 | 2,149.44 | 199,963.29 | 201,830.40 |
| NATIONAL RURAL UTIL COOP NOTE DTD 02/26/2018 2.900% 03/15/2021 | 63743HER9 | 115,000.00 | A | A2 | 4/12/2018 | 4/19/2018 | 114,513.55 | 3.05 | 981.97 | 114,793.93 | 116,294.33 |
| NATIONAL RURAL UTIL COOP NOTE DTD 02/26/2018 2.900% 03/15/2021 | 63743HER9 | 85,000.00 | A | A2 | 2/21/2018 | 2/26/2018 | 84,905.65 | 2.94 | 725.81 | 84,961.42 | 85,956.68 |
| UNILEVER CAPITAL CORP NOTES DTD 03/22/2018 2.750% 03/22/2021 | 904764AZ0 | 200,000.00 | A+ | A1 | 3/19/2018 | 3/22/2018 | 198,978.00 | 2.93 | 1,512.50 | 199,572.19 | 202,399.20 |
| PEPSICO INC CORP (CALLABLE) NOTE DTD 10/10/2017 2.000% 04/15/2021 | 713448DX3 | 125,000.00 | A+ | A1 | 10/5/2017 | 10/10/2017 | 124,975.00 | 2.01 | 527.78 | 124,990.57 | 125,356.63 |

Managed Account Detail of Securities Held

| Security Type/Description Dated Date/Coupon/Maturity | CUSIP | Par | S&P Rating | Moody's Rating | Trade Date | Settle Date | Original Cost | YTM at Cost | Accrued Interest | Amortized Cost | Market Value |
|---|-----------|------------|---------------|-------------------|---------------|----------------|------------------|----------------|---------------------|-------------------|-----------------|
| Corporate Note | | | | | | | | | | | |
| BANK OF AMERICA CORP NOTE DTD 04/19/2016 2.625% 04/19/2021 | 06051GFW4 | 25,000.00 | A- | A2 | 11/1/2017 | 11/3/2017 | 25,194.00 | 2.39 | 131.25 | 25,074.76 | 25,229.05 |
| BANK OF NEW YORK MELLON (CALLABLE) NOTES DTD 05/02/2016 2.050% 05/03/2021 | 06406FAB9 | 200,000.00 | A | A1 | 5/17/2016 | 5/20/2016 | 200,426.00 | 2.00 | 660.56 | 200,115.06 | 200,636.20 |
| AMERICAN EXPRESS CREDIT (CALLABLE) NOTES DTD 05/05/2016 2.250% 05/05/2021 | 0258M0EB1 | 100,000.00 | A- | A2 | 5/25/2016 | 5/31/2016 | 99,814.00 | 2.29 | 350.00 | 99,947.41 | 100,481.90 |
| PACCAR FINANCIAL CORP DTD 05/10/2018 3.100% 05/10/2021 | 69371RP26 | 70,000.00 | A+ | A1 | 5/7/2018 | 5/10/2018 | 69,981.80 | 3.11 | 307.42 | 69,991.56 | 71,225.91 |
| GENERAL DYNAMICS CORP DTD 05/11/2018 3.000% 05/11/2021 | 369550BE7 | 200,000.00 | A+ | A2 | 5/8/2018 | 5/11/2018 | 198,610.00 | 3.25 | 833.33 | 199,353.07 | 203,365.80 |
| HERSHEY COMPANY CORP NOTES DTD 05/10/2018 3.100% 05/15/2021 | 427866BA5 | 80,000.00 | A | A1 | 5/3/2018 | 5/10/2018 | 79,944.80 | 3.12 | 316.89 | 79,974.12 | 81,354.32 |
| CHARLES SCHWAB CORP NOTES DTD 05/22/2018 3.250% 05/21/2021 | 808513AW5 | 125,000.00 | A | A2 | 5/17/2018 | 5/22/2018 | 124,996.25 | 3.25 | 451.39 | 124,998.18 | 127,438.50 |
| BANK OF AMERICA CORP (CALLABLE) DTD 09/18/2017 2.328% 10/01/2021 | 06051GGS2 | 125,000.00 | A- | A2 | 9/13/2017 | 9/18/2017 | 125,000.00 | 2.33 | 727.50 | 125,000.00 | 125,356.13 |
| JOHN DEERE CAPITAL CORP NOTES DTD 01/06/2017 2.650% 01/06/2022 | 24422ETL3 | 180,000.00 | A | A2 | 3/10/2017 | 3/15/2017 | 179,206.20 | 2.75 | 2,318.75 | 179,656.50 | 183,018.42 |
| BANK OF AMERICA CORP NOTES DTD 05/17/2018 3.499% 05/17/2022 | 06051GHH5 | 50,000.00 | A- | A2 | 5/14/2018 | 5/17/2018 | 50,000.00 | 3.50 | 213.83 | 50,000.00 | 51,004.55 |
| JPMORGAN CHASE & CO BONDS DTD 03/22/2019 3.207% 04/01/2023 | 46647PBB1 | 200,000.00 | A- | A2 | 3/15/2019 | 3/22/2019 | 200,000.00 | 3.21 | 1,603.50 | 200,000.00 | 204,769.40 |
| PNC BANK NA CORP NOTES DTD 01/23/2019 3.500% 01/23/2024 | 693475AV7 | 200,000.00 | A- | A3 | 2/12/2019 | 2/15/2019 | 201,424.00 | 3.34 | 3,072.22 | 201,190.11 | 210,640.00 |
| MORGAN STANLEY CORP NOTES DTD 04/28/2014 3.875% 04/29/2024 | 61746BDQ6 | 200,000.00 | BBB+ | A3 | 7/19/2019 | 7/23/2019 | 211,458.00 | 2.59 | 1,334.72 | 210,464.75 | 212,615.60 |
| AMERICAN HONDA FINANCE CORP NOTE DTD 06/27/2019 2.400% 06/27/2024 | 02665WCZ2 | 200,000.00 | A | A2 | 7/11/2019 | 7/15/2019 | 199,008.00 | 2.51 | 53.33 | 199,096.57 | 202,238.40 |

Managed Account Detail of Securities Held

| Security Type/Description Dated Date/Coupon/Maturity | CUSIP | Par | S&P Rating | Moody's Rating | Trade Date | Settle Date | Original Cost | YTM at Cost | Accrued Interest | Amortized Cost | Market Value |
|--|-----------|---------------------|---------------|-------------------|---------------|----------------|---------------------|----------------|---------------------|---------------------|---------------------|
| Corporate Note | | | | | | | | | | | |
| GOLDMAN SACHS GROUP INC BONDS DTD 07/08/2014 3.850% 07/08/2024 | 38141EC23 | 200,000.00 | BBB+ | A3 | 7/8/2019 | 7/11/2019 | 209,316.00 | 2.84 | 3,700.28 | 208,489.98 | 211,539.40 |
| US BANCORP DTD 07/29/2019 2.400% 07/30/2024 | 91159HHX1 | 350,000.00 | A+ | A1 | 10/4/2019 | 10/8/2019 | 357,483.00 | 1.93 | 3,546.67 | 357,143.10 | 354,872.00 |
| BB&T CORPORATION CORP BONDS DTD 07/29/2019 2.500% 08/01/2024 | 05531FBH5 | 200,000.00 | A- | A3 | 8/1/2019 | 8/5/2019 | 200,332.00 | 2.46 | 2,111.11 | 200,306.97 | 202,633.60 |
| AMAZON.COM INC CORP NOTES DTD 06/06/2018 2.800% 08/22/2024 | 023135AZ9 | 200,000.00 | AA- | A3 | 10/25/2019 | 10/29/2019 | 207,672.00 | 1.96 | 2,006.67 | 207,401.10 | 206,993.80 |
| WALT DISNEY COMPANY/THE DTD 09/06/2019 1.750% 08/30/2024 | 254687FK7 | 200,000.00 | A | A2 | 9/3/2019 | 9/6/2019 | 199,184.00 | 1.84 | 1,118.06 | 199,234.03 | 198,482.40 |
| JPMORGAN CHASE & CO BONDS DTD 09/10/2014 3.875% 09/10/2024 | 46625HJY7 | 150,000.00 | BBB+ | A3 | 10/25/2019 | 10/29/2019 | 160,068.00 | 2.40 | 1,792.19 | 159,731.87 | 160,586.25 |
| Security Type Sub-Total | | 5,375,000.00 | | | | | 5,424,774.95 | 2.45 | 38,413.48 | 5,417,782.34 | 5,463,644.19 |
| Certificate of Deposit | | | | | | | | | | | |
| CREDIT SUISSE NEW YORK CERT DEPOS DTD 02/08/2018 2.670% 02/07/2020 | 22549LFR1 | 200,000.00 | A-1 | P-1 | 2/7/2018 | 2/8/2018 | 200,000.00 | 2.67 | 10,131.17 | 200,000.00 | 200,203.00 |
| UBS AG STAMFORD CT LT CD DTD 03/06/2018 2.900% 03/02/2020 | 90275DHG8 | 250,000.00 | A-1 | P-1 | 3/2/2018 | 3/6/2018 | 250,000.00 | 2.93 | 2,416.67 | 250,000.00 | 250,507.25 |
| BANK OF NOVA SCOTIA HOUSTON CD DTD 06/07/2018 3.080% 06/05/2020 | 06417GU22 | 200,000.00 | A-1 | P-1 | 6/5/2018 | 6/7/2018 | 199,924.00 | 3.10 | 444.89 | 199,983.27 | 201,227.80 |
| WESTPAC BANKING CORP NY CD DTD 08/07/2017 2.050% 08/03/2020 | 96121T4A3 | 360,000.00 | A-1+ | P-1 | 8/3/2017 | 8/7/2017 | 360,000.00 | 2.05 | 2,952.00 | 360,000.00 | 360,844.56 |
| BANK OF MONTREAL CHICAGO CERT DEPOS DTD 08/03/2018 3.190% 08/03/2020 | 06370REU9 | 350,000.00 | A-1 | P-1 | 8/1/2018 | 8/3/2018 | 350,000.00 | 3.23 | 4,621.07 | 350,000.00 | 352,380.00 |

Managed Account Detail of Securities Held

| Security Type/Description Dated Date/Coupon/Maturity | CUSIP | Par | S&P Rating | Moody's Rating | Trade Date | Settle Date | Original Cost | YTM at Cost | Accrued Interest | Amortized Cost | Market Value |
|--|-----------|---------------------|---------------|-------------------|---------------|----------------|---------------------|----------------|---------------------|---------------------|---------------------|
| Certificate of Deposit | | | | | | | | | | | |
| SUMITOMO MITSUI BANK NY CERT DEPOS DTD 10/18/2018 3.390% 10/16/2020 | 86565BPC9 | 200,000.00 | A-1 | P-1 | 10/16/2018 | 10/18/2018 | 199,728.00 | 3.46 | 1,450.17 | 199,930.05 | 202,741.60 |
| SWEDBANK (NEW YORK) CERT DEPOS DTD 11/17/2017 2.270% 11/16/2020 | 87019U6D6 | 400,000.00 | A-1+ | P-1 | 11/16/2017 | 11/17/2017 | 400,000.00 | 2.30 | 1,109.78 | 400,000.00 | 401,092.40 |
| ROYAL BANK OF CANADA NY CD DTD 06/08/2018 3.240% 06/07/2021 | 78012UEE1 | 350,000.00 | AA- | Aa2 | 6/7/2018 | 6/8/2018 | 350,000.00 | 3.24 | 756.00 | 350,000.00 | 357,757.75 |
| MUFG BANK LTD/NY CERT DEPOS DTD 02/28/2019 2.980% 02/25/2022 | 55379WZU3 | 200,000.00 | A | A1 | 2/27/2019 | 2/28/2019 | 200,000.00 | 3.01 | 5,082.56 | 200,000.00 | 205,276.00 |
| SKANDINAV ENSKILDA BANK LT CD DTD 09/03/2019 1.860% 08/26/2022 | 83050PDR7 | 200,000.00 | A+ | Aa2 | 8/29/2019 | 9/3/2019 | 200,000.00 | 1.88 | 1,240.00 | 200,000.00 | 200,378.20 |
| NORDEA BANK ABP NEW YORK CERT DEPOS DTD 08/29/2019 1.850% 08/26/2022 | 65558TLL7 | 200,000.00 | AA- | Aa3 | 8/27/2019 | 8/29/2019 | 200,000.00 | 1.87 | 1,284.72 | 200,000.00 | 200,325.80 |
| DNB BANK ASA/NY LT CD DTD 12/04/2019 2.040% 12/02/2022 | 23341VZT1 | 200,000.00 | AA- | Aa2 | 12/4/2019 | 12/6/2019 | 200,000.00 | 2.04 | 306.00 | 200,000.00 | 199,785.20 |
| Security Type Sub-Total | | 3,110,000.00 | | | | | 3,109,652.00 | 2.66 | 31,795.03 | 3,109,913.32 | 3,132,519.56 |
| Asset-Backed Security | | | | | | | | | | | |
| HAROT 2018-4 A3 DTD 11/28/2018 3.160% 01/15/2023 | 43815AAC6 | 200,000.00 | AAA | Aaa | 11/20/2018 | 11/28/2018 | 199,970.10 | 3.17 | 280.89 | 199,977.66 | 203,285.50 |
| VALET 2018-2 A3 DTD 11/21/2018 3.250% 04/20/2023 | 92869BAD4 | 250,000.00 | AAA | Aaa | 11/15/2018 | 11/21/2018 | 249,989.50 | 3.25 | 248.26 | 249,992.06 | 253,895.05 |
| NAROT 2018-C A3 DTD 12/12/2018 3.220% 06/15/2023 | 65478NAD7 | 185,000.00 | AAA | Aaa | 12/4/2018 | 12/12/2018 | 184,964.55 | 3.53 | 264.76 | 184,972.61 | 188,528.52 |
| COPAR 2019-1 A3 DTD 05/30/2019 2.510% 11/15/2023 | 14042WAC4 | 90,000.00 | AAA | Aaa | 5/21/2019 | 5/30/2019 | 89,981.77 | 2.52 | 100.40 | 89,983.98 | 90,805.23 |
| GMCAR 2019-1 A3 DTD 01/16/2019 2.970% 11/16/2023 | 36256XAD4 | 135,000.00 | NR | Aaa | 1/8/2019 | 1/16/2019 | 134,985.06 | 2.97 | 167.06 | 134,987.91 | 136,854.68 |

Managed Account Detail of Securities Held

| Security Type/Description Dated Date/Coupon/Maturity | CUSIP | Par | S&P Rating | Moody's Rating | Trade Date | Settle Date | Original Cost | YTM at Cost | Accrued Interest | Amortized Cost | Market Value |
|---|-----------|------------------------|---------------|-------------------|---------------|----------------|------------------------|----------------|---------------------|------------------------|------------------------|
| Asset-Backed Security | | | | | | | | | | | |
| HDMOT 2019-A A3 DTD 06/26/2019 2.340% 02/15/2024 | 41284WAC4 | 150,000.00 | NR | Aaa | 6/19/2019 | 6/26/2019 | 149,988.39 | 2.95 | 156.00 | 149,989.63 | 150,481.37 |
| COMET 2019-A2 A2 DTD 09/05/2019 1.720% 08/15/2024 | 14041NFU0 | 375,000.00 | AAA | NR | 8/28/2019 | 9/5/2019 | 374,905.58 | 1.73 | 286.67 | 374,912.09 | 373,848.98 |
| Security Type Sub-Total | | 1,385,000.00 | | | | | 1,384,784.95 | 2.76 | 1,504.04 | 1,384,815.94 | 1,397,699.33 |
| Managed Account Sub Total | | 21,062,455.05 | | | | | 21,017,140.46 | 2.32 | 86,078.47 | 21,031,108.06 | 21,261,957.59 |
| Securities Sub-Total | | \$21,062,455.05 | | | | | \$21,017,140.46 | 2.32% | \$86,078.47 | \$21,031,108.06 | \$21,261,957.59 |
| Accrued Interest | | | | | | | | | | | \$86,078.47 |
| Total Investments | | | | | | | | | | | \$21,348,036.06 |

Bolded items are forward settling trades.

Appendix

IMPORTANT DISCLOSURES

This material is based on information obtained from sources generally believed to be reliable and available to the public; however, PFM Asset Management LLC cannot guarantee its accuracy, completeness or suitability. This material is for general information purposes only and is not intended to provide specific advice or a specific recommendation. All statements as to what will or may happen under certain circumstances are based on assumptions, some, but not all of which, are noted in the presentation. Assumptions may or may not be proven correct as actual events occur, and results may depend on events outside of your or our control. Changes in assumptions may have a material effect on results. Past performance does not necessarily reflect and is not a guaranty of future results. The information contained in this presentation is not an offer to purchase or sell any securities.

- Market values that include accrued interest are derived from closing bid prices as of the last business day of the month as supplied by Interactive Data, Bloomberg, or Telerate. Where prices are not available from generally recognized sources, the securities are priced using a yield based matrix system to arrive at an estimated market value.
- In accordance with generally accepted accounting principles, information is presented on a trade date basis; forward settling purchases are included in the monthly balances, and forward settling sales are excluded.
- Performance is presented in accordance with the CFA Institute's Global Investment Performance Standards (GIPS). Unless otherwise noted, performance is shown gross of fees. Quarterly returns are presented on an unannualized basis. Returns for periods greater than one year are presented on an annualized basis. Past performance is not indicative of future returns.
- Bank of America/Merrill Lynch Indices provided by Bloomberg Financial Markets.
- Money market fund/cash balances are included in performance and duration computations.
- Standard & Poor's is the source of the credit ratings. Distribution of credit rating is exclusive of money market fund/LGIP holdings.
- Callable securities in the portfolio are included in the maturity distribution analysis to their stated maturity date, although, they may be called prior to maturity.
- MBS maturities are represented by expected average life.

GLOSSARY

- **ACCRUED INTEREST:** Interest that is due on a bond or other fixed income security since the last interest payment was made.
- **AGENCIES:** Federal agency securities and/or Government-sponsored enterprises.
- **AMORTIZED COST:** The original cost of the principal of the security is adjusted for the amount of the periodic reduction of any discount or premium from the purchase date until the date of the report. Discount or premium with respect to short-term securities (those with less than one year to maturity at time of issuance) is amortized on a straight line basis. Such discount or premium with respect to longer-term securities is amortized using the constant yield basis.
- **BANKERS' ACCEPTANCE:** A draft or bill or exchange accepted by a bank or trust company. The accepting institution guarantees payment of the bill as well as the insurer.
- **COMMERCIAL PAPER:** An unsecured obligation issued by a corporation or bank to finance its short-term credit needs, such as accounts receivable and inventory.
- **CONTRIBUTION TO DURATION:** Represents each sector or maturity range's relative contribution to the overall duration of the portfolio measured as a percentage weighting. Since duration is a key measure of interest rate sensitivity, the contribution to duration measures the relative amount or contribution of that sector or maturity range to the total rate sensitivity of the portfolio.
- **DURATION TO WORST:** A measure of the sensitivity of a security's price to a change in interest rates, stated in years, computed from cash flows to the maturity date or to the put date, whichever results in the highest yield to the investor.
- **EFFECTIVE DURATION:** A measure of the sensitivity of a security's price to a change in interest rates, stated in years.
- **EFFECTIVE YIELD:** The total yield an investor receives in relation to the nominal yield or coupon of a bond. Effective yield takes into account the power of compounding on investment returns, while nominal yield does not.
- **FDIC:** Federal Deposit Insurance Corporation. A federal agency that insures bank deposits to a specified amount.
- **INTEREST RATE:** Interest per year divided by principal amount and expressed as a percentage.
- **MARKET VALUE:** The value that would be received or paid for an investment in an orderly transaction between market participants at the measurement date.
- **MATURITY:** The date upon which the principal or stated value of an investment becomes due and payable.
- **NEGOTIABLE CERTIFICATES OF DEPOSIT:** A CD with a very large denomination, usually \$1 million or more, that can be traded in secondary markets.
- **PAR VALUE:** The nominal dollar face amount of a security.

GLOSSARY

- **PASS THROUGH SECURITY:** A security representing pooled debt obligations that passes income from debtors to its shareholders. The most common type is the mortgage-backed security.
- **REPURCHASE AGREEMENTS:** A holder of securities sells these securities to an investor with an agreement to repurchase them at a fixed price on a fixed date.
- **SETTLE DATE:** The date on which the transaction is settled and monies/securities are exchanged. If the settle date of the transaction (i.e., coupon payments and maturity proceeds) occurs on a non-business day, the funds are exchanged on the next business day.
- **TRADE DATE:** The date on which the transaction occurred; however, the final consummation of the security transaction and payment has not yet taken place.
- **UNSETTLED TRADE:** A trade which has been executed; however, the final consummation of the security transaction and payment has not yet taken place.
- **U.S. TREASURY:** The department of the U.S. government that issues Treasury securities.
- **YIELD:** The rate of return based on the current market value, the annual interest receipts, maturity value, and the time period remaining until maturity, stated as a percentage on an annualized basis.
- **YTM AT COST:** The yield to maturity at cost is the expected rate of return based on the original cost, the annual interest receipts, maturity value, and the time period from purchase date to maturity, stated as a percentage on an annualized basis.
- **YTM AT MARKET:** The yield to maturity at market is the rate of return based on the current market value, the annual interest receipts, maturity value, and the time period remaining until maturity, stated as a percentage on an annualized basis.

SPECIAL REPORTS

SUBJECT: Insurance Market Update

BACKGROUND AND STATUS:

Mr. Doug Wozniak of Alliant Insurance Services will be at the Board Meeting to provide an in-depth update on the current insurance market and outlook for 2020.

RECOMMENDATION:

Information only.

REFERENCE MATERIALS ATTACHED:

None

EXECUTIVE DIRECTOR/ STAFF REPORTS

SUBJECT: District Visitations Update

BACKGROUND AND STATUS:

Below please find the District Visitation Summary for Cycle XVI, along with the District Visitation Summary and History for review. This closes out our Cycle XVI.

There were nine (9) District visits completed during the months of November and December 2019. We are pleased to say that Coalinga-Huron, Carmichael, Conejo, Isla Vista, Pleasant Valley, Rancho Simi, and Valley-Wide all received "Very Good" on their visitation review. Soledad Mission and Rim of the World received a "Good."

The following is their individual evaluation ranking.

Soledad Mission Recreation District – November 7, 2019

Soledad Mission received a **Good** evaluation.

Safety Committee – Needs Improvement. The Executive Director is going to incorporate the District Safety Committee into the District Board Meetings due to the size of the District. Ms. Bengtson will ensure the Safety Committee meets at least quarterly with minutes of the meetings being sent to CAPRI within 30 days from the date of the meeting. Membership within the Committee will be representative of the District's operations and the Committee will discuss a wide range of topics, including safety and training issues. Ms. Bengtson will have facility inspection reports reviewed by the Committee on a regular basis. The Committee will also conduct a post-loss analysis of patron and employee accidents. The minutes will reflect, in detail, discussions of the agenda items. The District is also signing up with Target Solutions.

Inspection Program – Very Good. no recommendation at this time.

Screening and Review –Very Good. no recommendation at this time.



ADA Implementation – *Needs Improvement. The District should complete a detailed self-assessment of their sites and facilities along with establishing a transition plan. CAPRI has partnered with Disability Access Consultants (DAC) to offer a free initial phone ADA Compliance Assessment for each District and Soledad-Mission will review. The District is trying to improve accessibility as they review to renovate and upgrade their parks and facilities to meet current ADA requirements. The District has established procedures for entering into a good faith, interactive discussion as-soon-as the need for reasonable accommodations are indicated. The District has replaced the seat on the ADA lift for the pool along with putting handheld shower heads in the shower, unfortunately, patrons vandalized the shower heads and tore them off the walls.*

Injury and Illness Prevention Program (IIPP) – *Very Good – The General Manager will also put in place a policy requiring an annual review of the Injury and Illness Prevention Program.*

Waiver and Release – *Very Good - no recommendations at this time.*

Facility Use Agreement – *Very Good - no recommendations at this time.*

Parks and Facilities – *Good - The District's parks and facilities evidence good care and maintenance. The parks and recreation facilities are in good working order. Sidewalks, and tire stops are in good condition. The parking lot has at least two large areas where the asphalt needs to be repaired or replaced and the District is looking into either repairing the areas or re-paving the entire parking lot.*

Pools – *Very Good – no recommendations at this time.*

Entrance Medical Exam – *Very Good - no recommendations at this time.*

Job Descriptions – *Very Good - no recommendations at this time.*

Volunteers – *Very Good - no recommendations at this time.*

Life Safety – *Very Good – no recommendations at this time.*

Coalinga-Huron Recreation and Park District – November 8, 2019

Coalinga-Huron received a **Very Good** evaluation.



Safety Committee – *Good* – *The District had one meeting in 2018 and has now started up again their Safety Committee meetings. The District will meet at least quarterly with minutes of the meetings being sent to CAPRI within 30 days from the date of the meeting. Membership within the Committee is representative of the District’s operations. The Committee does a very good job in discussing a wide range of topics, including safety and training issues. Facility inspection reports are reviewed by the Committee on a regular basis. The Committee conducts a post-loss analysis of patron and employee accidents. The minutes reflect, in detail, discussions of the agenda items.*

Inspection Program – *Very Good* – *no recommendations at this time.*

Screening and Review – *Very Good* - *no recommendations at this time.*

ADA Implementation – *Good* - *The District has signed up with DAC to complete a telephonic assessment of their sites and facilities. The District should do a self-assessment along with creating a transition plan. They are continuing to improve accessibility as they renovate and upgrade their parks and facilities. New parks and facilities are being designed to meet current ADA requirements. The District has established procedures for entering into a good faith, interactive discussion as-soon-as the need for reasonable accommodations are indicated. The District is planning to replace playgrounds at two parks possibly starting in February 2019 to make them more ADA accessible.*

Injury and Illness Prevention Program (IIPP) – *Very Good* – *no recommendations at this time.*

Waiver and Release – *Very Good* - *no recommendations at this time.*

Facility Use Agreement – *Very Good* - *no recommendations at this time.*

Parks and Facilities – *Very Good* - *no recommendations at this time.*

Pools – *Very Good* - *no recommendations at this time.*

Entrance Medical Exam – *Very Good* - *no recommendations at this time.*

Job Descriptions – *Very Good* - *no recommendations at this time.*

Volunteers – *Very Good* – *no recommendations at this time.*

Life Safety – *Very Good* - *no recommendations at this time.*

Rim of the World Recreation and Park District – November 15, 2019

Rim of the World received a **Good** evaluation.

Safety Committee – Good – The last District visit was on December 6, 2017. The District Safety Committee met four times in 2018 on July 9, August 13, September 10, and October 9. I obtained the Safety Minutes of 2018 at my District visit on November 15, 2019. The District plans to establish their Safety Meetings again and meet at least quarterly with minutes of the meetings being sent to CAPRI within 30 days from the date of the meeting. Membership within the Committee is representative of the District's operations. The Committee in 2018 did a very good job in discussing a wide range of topics, including safety and training issues. Facility inspection reports were reviewed by the Committee on a regular basis. The Committee conducts a post-loss analysis of patron and employee accidents. The minutes reflect, in detail, discussions of the agenda items.

Inspection Program – Needs Improvement. A discussion with Mr. Paul Miller, Maintenance Worker, took place during the District visit wherein he confirmed he inspects the parks on a regular basis but there are no inspections forms that are site-specific and are signed and dated by the inspector. When larger repairs are needed, the inspector calls in the need for the repair, and steps are immediately taken to initiate repairs. The District is planning to create inspection forms that are site-specific, and document are repairs and have all forms reviewed by a supervisor and signed off.

Screening and Review – Very Good - no recommendations at this time.

ADA Implementation – Good – The District may be interested in using DAC to help complete a detailed self-assessment and transition plan of their sites and facilities. They are continuing to improve accessibility as they renovate and upgrade their parks and facilities. New parks and facilities are being designed to meet current ADA requirements. The District may be interested in using DAC to help detail written prioritization plan for ADA compliance and to actively take steps to improve ADA accessibility. The District has established procedures for entering into a good faith, interactive discussion as-soon-as the need for reasonable accommodations are indicated.

Injury and Illness Prevention Program (IIPP) – Good – The District should implement an Injury and Illness Prevention Program and identify the person responsible for implementing the program. It should contain a system for identifying, evaluating, and correcting workplace hazards and unsafe conditions. The District has an active training program and a system in place to ensure employee compliance with safe and healthy work practices. The District has a policy in place for



reporting hazards without fear of reprisal. The District should also have evidence of their annual review of the Injury and Illness Prevention Program.

Waiver and Release – *Very Good – no recommendations at this time.*

Facility Use Agreement – *Very Good – no recommendations at this time.*

Parks and Facilities – *Very Good - no recommendations at this time.*

Pools – *N/A – The District does not have a pool.*

Entrance Medical Exam – *Very Good – no recommendations at this time.*

Job Descriptions – *Very Good - no recommendations at this time.*

Volunteers – *Very Good – no recommendations at this time.*

Life Safety – *Good – The District should implement MSDS and should be current and readily available at the appropriate job sites. The District's fire extinguishers are charged and properly tagged. The building "EXIT" lights are fully functioning and do not contain any burned out bulbs. Fire exits are clearly identified and free of obstacles. Emergency plans have been developed and drills are conducted at least annually.*

Carmichael Recreation and Park District – November 20, 2019

Carmichael received a **Very Good** evaluation.

Safety Committee – *Very Good – no recommendations at this time.*

Inspection Program – *Very Good – no recommendations at this time.*

Screening and Review – *Very Good - no recommendations at this time.*

ADA Implementation – *Very Good – no recommendations at this time.*

Injury and Illness Prevention Program (IIPP) – *Very Good - The District should have an annual review of the Injury and Illness Prevention Program.*

Waiver and Release – *Very Good - no recommendations at this time.*



Facility Use Agreement – *Very Good - no recommendations at this time.*

Parks and Facilities – *Very Good – no recommendations at this time.*

Pools – *N/A. The District does not have any pools.*

Entrance Medical Exam – *Very Good –no recommendations at this time.*

Job Descriptions – *Very Good - no recommendations at this time.*

Volunteers – *Very Good - no recommendations at this time.*

Life Safety – *Very Good – no recommendations at this time.*

Isla Vista Recreation and Park District – December 2, 2019

Isla Vista received a **Very Good** evaluation.

Safety Committee – *Very Good – no recommendations at this time.*

Inspection Program – *Very Good – no recommendations at this time.*

Screening and Review – *Very Good - no recommendations at this time.*

ADA Implementation – *Good – The District has completed a detailed self-assessment of their sites and facilities within the last five years which was dated 2017. They are continuing to improve accessibility as they renovate and upgrade their parks and facilities. The District has signed up with DAC to have a phone assessment regarding improving accessibility. New parks and facilities are being designed to meet current ADA requirements. The District has a detailed written prioritization plan for ADA compliance and is actively taking steps to improve ADA accessibility. The District has established procedures for entering into a good faith, interactive discussion as-soon-as the need for reasonable accommodations are indicated. I would recommend the District review the facility condition assessment, self-assessment, and transition plan with DAC to discuss, prepare, and implement steps to improve ADA accessibility.*

Injury and Illness Prevention Program (IIPP) – *Very Good – The District should review their IIPP on an annual basis.*



Waiver and Release – *Very Good - no recommendations at this time.*

Facility Use Agreement – *Very Good - no recommendations at this time.*

Parks and Facilities – *Very Good - no recommendations at this time.*

Pools – *N/A – The District does not have a pool.*

Entrance Medical Exam – *Very Good - no recommendations at this time.*

Job Descriptions – *Very Good - no recommendations at this time.*

Volunteers – *Very Good - no recommendations at this time.*

Life Safety – *Very Good – No recommendations at this time.*

Pleasant Valley Recreation and Park District – December 3, 2019

Pleasant Valley received a **Very Good** evaluation.

Safety Committee – *Very Good – no recommendations at this time.*

Inspection Program – *Very Good – no recommendations at this time.*

Screening and Review – *Very Good - no recommendations at this time.*

ADA Implementation – *Very Good - no recommendations at this time.*

Injury and Illness Prevention Program (IIPP) – *Very Good – no recommendations at this time.*

Waiver and Release – *Very Good - no recommendations at this time.*

Facility Use Agreement – *Very Good - no recommendations at this time.*

Parks and Facilities – *Very Good - no recommendations at this time.*

Pools – *Very Good - no recommendations at this time.*



Entrance Medical Exam – *Very Good - no recommendations at this time.*

Job Descriptions – *Very Good - no recommendations at this time.*

Volunteers – *Very Good – no recommendations at this time.*

Life Safety – *Very Good - no recommendations at this time.*

Conejo Recreation and Park District – December 4, 2019

Conejo received a **Very Good** evaluation.

Safety Committee – *Very Good – no recommendations at this time.*

Inspection Program – *Very Good – no recommendations at this time.*

Screening and Review – *Very Good - no recommendations at this time.*

ADA Implementation – *Very Good - no recommendations at this time.*

Injury and Illness Prevention Program (IIPP) – *Very Good – no recommendations at this time.*

Waiver and Release – *Very Good - no recommendations at this time.*

Facility Use Agreement – *Very Good - no recommendations at this time.*

Parks and Facilities – *Very Good - no recommendations at this time.*

Pools – *The District has 3 pools. The District visit on December 4, 2019 did not consist of visiting the aquatic facilities.*

Entrance Medical Exam – *Very Good - no recommendations at this time.*

Job Descriptions – *Very Good - no recommendations at this time.*

Volunteers – *Very Good – no recommendations at this time.*

Life Safety – *Very Good - no recommendations at this time.*



Rancho Simi Recreation and Park District – December 5, 2019

Rancho Simi received a **Very Good** evaluation.

Safety Committee – *Very Good – no recommendations at this time.*

Inspection Program – *Very Good – no recommendations at this time.*

Screening and Review – *Very Good - no recommendations at this time.*

ADA Implementation – *Very Good - no recommendations at this time.*

Injury and Illness Prevention Program (IIPP) – *Very Good – no recommendations at this time.*

Waiver and Release – *Very Good - no recommendations at this time.*

Facility Use Agreement – *Very Good - no recommendations at this time.*

Parks and Facilities – *Very Good - no recommendations at this time.*

Pools – *Very Good - no recommendations at this time.*

Entrance Medical Exam – *Very Good - no recommendations at this time.*

Job Descriptions – *Very Good - no recommendations at this time.*

Volunteers – *Very Good – no recommendations at this time.*

Life Safety – *Very Good - no recommendations at this time.*

Valley-Wide Recreation and Park District – December 10, 2019

Valley-Wide received a **Very Good** evaluation.

Safety Committee – *Very Good – no recommendations at this time.*

Inspection Program – *Very Good – no recommendations at this time.*



Screening and Review – *Very Good - no recommendations at this time.*

ADA Implementation – *Very Good - no recommendations at this time.*

Injury and Illness Prevention Program (IIPP) – *Very Good – no recommendations at this time.*

Waiver and Release – *Very Good - no recommendations at this time.*

Facility Use Agreement – *Very Good - no recommendations at this time.*

Parks and Facilities – *Very Good - no recommendations at this time.*

Pools – *Very Good - no recommendations at this time.*

Entrance Medical Exam – *Very Good - no recommendations at this time.*

Job Descriptions – *Very Good - no recommendations at this time.*

Volunteers – *Very Good – no recommendations at this time.*

Life Safety – *Very Good - no recommendations at this time.*

RECOMMENDATION:

Information only.

REFERENCE MATERIALS ATTACHED:

None.



Agenda Item 10.2

EXECUTIVE DIRECTOR/ STAFF REPORTS

SUBJECT: CAPRI Member Trainings Update

BACKGROUND AND STATUS:

CAPRI Staff recently completed a series of in-person regional trainings throughout the State. The half-day trainings consisted of two presentations intended to serve District administrative staff who handle Workers' Compensation claims, Liability claims, Property claims, and more.

Nearly 60 individuals from over 20 Districts attended the trainings. Attending Member Districts not only received this specialized educational opportunity, but they were also able to connect and network with other neighboring Districts. Special thank you to Dori Zumwalt with Sedgwick for presenting at each of these trainings!

Staff received a lot of good feedback as Districts were appreciative of the opportunity and Staff intends to make these trainings an annual event. The training schedule was as follows:

| | |
|--------------|--|
| October 28: | Sacramento (Carmichael) |
| November 21: | Southern California (Beaumont-Cherry Valley) |
| December 9: | Southern California (Conejo) |
| December 10: | Bakersfield (North of the River) |
| December 16: | Bay Area (Livermore) |

RECOMMENDATION:

Information only.

REFERENCE MATERIALS ATTACHED:

None.

EXECUTIVE DIRECTOR/ STAFF REPORTS

SUBJECT: CAPRI Staff Trainings Update

BACKGROUND AND STATUS:

CAPRI Staff members have recently attended several area trainings in order to stay abreast of risk management trends and other issues impacting JPAs and risk-sharing pools. Memorandums detailing Staff experiences at the trainings have been attached for Board review.

RECOMMENDATION:

Information only.

REFERENCE MATERIALS ATTACHED:

- PASAC Annual Training Summary – Bebe Pearson; December 4, 2019
- Risk Management Practitioner Certificate Program by CPS HR Consulting, Insurance Administration, Review, and Risk Transfer – Kirk Andre; December 13, 2019
- Risk Management Practitioner Certificate Program by CPS HR Consulting, Property and Liability Claims, Safety and Loss Control – Kirk Andre; January 30, 2020

CAPRI STAFF TRAINING – BEBE PEARSON

On December 4, 2019 I attended the Annual Academy which is a full-day workshop. I attended three sessions ; The Wedge – A Simple Metaphor, Gimme Shelter: The Homeless Dilemma for Cities and Dangerous Condition of Public Property.

The Wedge session – focused on how we are all different and how to maintain an open communication between your coworkers and what to do when a conflict arises. How the wedge would start with something small i.e. being overlooked at staff meeting then one conflict leads to another and finally creates a wedge. That wedge can lead to either party being hypersensitive or misinterpreting how someone is communicating. Most of the time taking certain comments or actions are misconceived and taken personally. To help removal the wedge the following steps can be taken:

1. Listen with your guard down
2. Provide a Closure Statement
 - a) Recognizing the feelings of the offended person
 - b) Acknowledging the feelings of the offended person
 - c) Validating the feelings of the offended person
3. Create a structure to avoid repeating the specific conflict
4. Be forward looking

You alone waste energy and time being the person upset dealing with the wedge or conflict as soon as possible can eliminate energy you can put forth on work or your personal life.

The second session was titled "Gimme Shelter: The Homeless Dilemma for Cities by Kimberly Y. Chin (Allen Glaessner Hazelwood Werth). In the workshop Kim explained that homelessness in California has increased by 1.1% in 2018 and discussed how some of the states metropolitan cities involved in litigation brought by homeless individuals. She then gave the federal definition of homeless (42 U.S.C. § 11302) which is the part that is tricky to define for example a person eating in their car or taking a nap is living in the car but not homeless. When filing for an injunction (a request to stop someone from doing something) it must serve in the public's interest, balance of equities and hardships are in the party's favor, irreparable harm without the injunctions and the likelihood of success on the merits. The problem that most cities, counties are having are the way the injunction is written which can violate federal rights such as the 1st, 4th, 8th Amendments (First – free of speech, Fourth – unlawful search and seizure, Eighth – cruel and unusual punishment and fourteenth – Equal protection and due process). There are ways to write effective ordinances however, they must be concise not only for everyone to understand and follow

but for police officers to be able to enforce. But it is possible and there is hope. There were three major issues discussed:

- 1) Sleeping/Camping Ordinances – Generally prohibit sitting, lying, sleeping and camping on public property. If no or limited shelter services are available, amend ordinance to ensure constitutional enforcement. For examples, Time Limit on enforcement, Location limit on enforcement and Conditional Enforcement
- 2) Seizing Property on Public Property you must give written notice that the property is going to be seized/confiscated (24/72 hours) a sufficient amount of time for the individual to take their belongings and go elsewhere. Document the property seized/confiscated and provide opportunity to reclaim seized/confiscated property (this information can be included on the notice).
- 3) Panhandling Ordinances – generally prohibits “aggressive solicitation”, regulates activity on public property or private property that is open to the public, and prohibits solicitation in specific locations. City Councils can amend the municipal codes to specifics places and locations to keep the public safe. (within ten feet of teller machine)
- 4) Ordinances Prohibiting Living in Cars – Generally prohibits using a vehicle as a living quarter. Clearly define the conduct or activities prohibited. If including a time period, be clear on the time period. If any of the ordinance could be considered vague, provide enforcing agency with clear instructions for enforcement and ensure those instructions are followed.

She also provided existing laws that could help with enforcement – Regulating Traffic Flow in Roadways and Sidewalks (Vehicle Code section 21950(b), Penal Code Section 647c), Disorderly Conduct (Begging, lodges in property without permission of the owner, intoxication, etc, Penal code section 647), Disturbing the Peace (penal code 415), Trespass (penal code section 602) , Public Nuisance (penal Code section 372) and Park regulations. She gave other possible solutions (Allow encampments, Safe parking programs, Revisit RV/Parking ordinances/regulations)

CAPRI STAFF TRAINING – KIRK ANDRE

Risk Management Practitioner (RMP) Certificate Program by CPS HR Consulting

There are five classes to complete the program and the classes may be taken in any order.

The five classes are:

1. Overview of Public Sector Exposures and Risk Management
2. Insurance Administration, Review and Risk Transfer
3. Property and Liability Claims, Safety and Loss Control
4. Workers' Compensation
5. Disability Management and Early Return to Work

I attended Insurance Administration, Review, and Risk Transfer on December 13, 2019 in Rancho Cordova. My instructor was Mr. Jack Blyskal. Mr. Blyskal's last full-time position was Chief Claims Officer for CSAC EIA. This class was from 8:30 am to 4:30 pm and had eight modules.

The Modules were:

1. Primary Insurance, Excess Insurance, and Risk-Pooling through a JPA
2. Tailoring Insurance Programs-Deductibles and Self-Insured Retentions
3. Relationships with Brokers
4. Insurance Program Placement and Renewals
5. Loss Runs and Actuarial Studies
6. Ancillary Services and Loss Control
7. Contractual Risk Transfer
8. Certificates of Insurance

Mr. Blyskal is very knowledgeable and made the class interactive between him and the students and also between the students themselves. This interaction brought out ideas about the subjects discussed and provided positive responses from the students.

While being in the insurance industry for over 18 years some of the modules were a review but I learned aspect of Risk Management from Mr. Blyskal within each module that I will be able to use at CAPRI and help assist our Districts. I have signed up for two more classes:

Property and Liability Claims, Safety and Loss Control on Jan 30, 2019

Workers' Compensation on February 19, 2019

CAPRI STAFF TRAINING – KIRK ANDRE

Risk Management Practitioner (RMP) Certificate Program by CPS HR Consulting

Previously on December 13, 2019, I attended the Insurance Administration, Review, and Risk Transfer class in Rancho Cordova.

On January 30, 2020 I attended the Property and Liability Claims, Safety and Loss Control class. Mr. Jack Blyskal was the instructor. Mr. Blyskal's last full-time position was Chief Claims Officer for CSAC EIA.

This class was from 8:30 am to 4:30 pm and had seven modules.

The Modules were:

1. Property & Parties to Claims – First through Third
2. Tort Liability and the Government Claims Act
3. Claims Investigation Process
4. Situational Awareness
5. Litigation & Settlement Management
6. Loss Prevention Through Safety Training and Compliance
7. Preparing for Cyber Exposures

Mr. Blyskal is very knowledgeable and made the class interactive between him and the students as well as between the students themselves. This interaction brought out ideas about the subjects discussed and provided positive responses from the students.

The class was very informative and one aspect I took away was the review of the four elements of tort liability. These four elements are duty, breach, causation, and damages is what the plaintiff must be able to demonstrate in order to prove negligence on the part of the defendant.

1. Duty: The defendant had a duty (to either commit an act or refrain from committing an act)
2. Breach: The defendant breached this duty (was "negligent" in his or her duty)
3. Causation: The defendant's actions were the proximate cause of the injuries
4. Damages: The plaintiff suffered actual damages

I have signed up for two more classes:

Workers' Compensation on February 19, 2019

Overview of Public Sector Exposures & Risk Management on April 23, 2020

EXECUTIVE DIRECTOR/ STAFF REPORTS

SUBJECT: CARPD Conference Update

BACKGROUND AND STATUS:

Preparations for the 2020 CARPD Annual Conference are in full swing. This year's Conference will be held, once again, in South Lake Tahoe, California! This year's attendees will be seeing 2020 as we focus on our "Vision for Success." Conference highlights will include keynote speaker, Jeff Butler, and his unique and inspiring message on the multi-generational workplace. Plus, a special presentation from Peter & Dianne Urhausen on service animals and accessibility issues featuring their dog, Henrietta. Also, two sessions will be dedicated to GM/Staff roundtable discussions, allowing CARPD Members an opportunity to network and learn from their peers all over California. Finally, the 2020 CARPD Sponsor's Reception and Awards of Distinction Banquet will be held at the beautiful [Lake Tahoe Golf Course](#) in South Lake Tahoe on Thursday, May 28th.

This year marked the first year with online registration and so far it has been both well-received and a marked improvement in operational efficiency. Staff is looking forward to a great Conference!

For more info on this year's CARPD Conference, check out the CARPD website at caparkdistricts.org.

RECOMMENDATION:

Information only.

REFERENCE MATERIALS ATTACHED:

None.



Agenda Item 10.5

EXECUTIVE DIRECTOR/ STAFF REPORTS

SUBJECT: CAPRI BOD Retreat Summary

BACKGROUND AND STATUS:

On November 23, 2019, the CAPRI Board of Directors conducted a Board Retreat in La Quinta, California. Attached please find a summary of the Retreat for the Board's review.

RECOMMENDATION:

Information only.

REFERENCE MATERIALS ATTACHED:

None.

- FINANCIAL MANAGEMENT – property risk is increasing, for example the \$1 million wildfire deductible that CAPRI funds. Alliant will try to get it dropped to \$500K next year
- STAFFING – Carlee is leaving; moving out of state: Kirk is on board and showing his strengths; there is enough work for 5 employees but Matt does not want to “jump there” yet, we need to consider how much bookkeeping work to contract to Gilbert Accountancy, and perhaps retaining an event planner as an independent contractor since the May Conference work is seasonal and a single project. If we add a job we need to first consider the scope of work and salary.
- Claims management is a work in progress and the template, reporting and gathering of information has been good. The liability side is a little harder to “trend.” We are working on the coding of losses with George Hills. They also do the property adjusting.
- RISK MANAGEMENT – tree inspection may vary by size of member. It is worthwhile having an arborist on staff vs. an outside arborist, but this depends on the size of the District. “As soon as you maintain it, you own it.” A thought-out program is necessary. We discussed notable cases involving the cities of Alameda, Vacaville, and San Mateo (personal injury cases involving tree falls) and Pasadena (inverse condemnation for property damage tree falls). We might collect and share as best practices tree inspection forms, visual inspection protocols, recommended time cycles, etc. We might help members arrange staff sharing of arborists – large agencies have them but smaller to medium sized agencies might be helped. The Sacramento Tree Association has good info on the web.
- EPL PRACTICES – Patty Ayres will lecture at the May Conference. She does outside training as well, comprehensive for the time and cost. We/she can develop supervisor checklists.
- INDEPENDENT CONTRACTOR VS. EMPLOYEE – CARPD wants Matt to work on this. They are trying to get an exception for districts. EBRPD has a lobbyist on this issue. Assemblyman Gonzales has agreed to propose and exemption on this.
- RoundUp – one member’s county has already changed products on this issue. The industry is hiring many of the experts in this area. We should probably look at a white paper for members on this. This would touch on Proposition 65 and federal regulations too. One member noted that their District posts notices the day before application, even though it is not required. (Consider model notices for members.)
- CAPRI has done monthly tailgate safety flyer letters in the past and has one coming up in December re ladder safety.
- We have to review and sort the video library. Need to move onto the web. Need to see how we can incentivize use, for example safety credits if members can show training is done.
- COMMUNICATION – There have been web site improvements, the MOC is on the web site; we should add helpful links.
- CARPD CONFERENCE – consider a GM roundtable in the second half of the first day. Need to solicit topics. Should be good for team building and bonding of members too. Should try to make legislative updates less of a “drudge.”

Re: *CAPRI Long Range Planning discussion 11/23/2019*

- TOPICS -- Should give GMs tools to help them do the job.
- Discuss autos; fleet management; insurability; tracking use; devices on vehicles to tell us if driven safely, accident reconstruction.
- Share success stories/failures.
- Pesticides: what others are doing and what counties are doing; has any one gone “cold turkey” (yes, LARPD has six parks pesticide free) – Boulder Colo. tried this and was sued by a native plant society over weed intrusion.
- Discuss nurse triage program for WC.
- Consider a GM track and board member track separately at CARPD conference.
- Sexual harassment training was done last year – consider other employee relations topics

Agenda Item 10.6**EXECUTIVE DIRECTOR/ STAFF REPORTS****SUBJECT: News of Note**

BACKGROUND AND STATUS:

Staff regularly collects recent articles, academic papers, District reports, etc. that relate to the business of CAPRI and that may be of interest to the Board and/or the membership.

RECOMMENDATION:

Information only.

REFERENCE MATERIALS ATTACHED:

- "CAJPA Launches Tort Liability Data Analysis Project" – California Association of Joint Powers Authorities; January 27, 2020
- "CSAC-EIA EssentialLink" – CSAC Excess Insurance Authority; February 12, 2020
- "California's AB5 is changing how business treat their workers" – Los Angeles Times, February 14, 2020

New California labor law AB 5 is already changing how businesses treat workers

Yogala Studios in Echo Park. In response to Assembly Bill 5, the controversial new law curbing the use of independent contractors, Yogala owner Samantha Garrison is converting her part-time yoga teachers to employee status.

(Dania Maxwell / Los Angeles Times)

By [MARGOT ROOSEVELT](#)

STAFF WRITER

FEB. 14, 2020

6 AM

At Yogala Studios, a small, cozy storefront in Echo Park, the teachers work mostly part time, some giving just one class a week. Workshops are offered in “the ancient spiritual, philosophical and meditative traditions of yoga and tantra,” as well as in “meditation to tap into our creative potential to move through negative blocks.”

Recently, though, the studio has had to confront a very modern challenge: It is reclassifying its instructors, who had always been independent contractors, as employees with extensive labor protections because of California’s sweeping new law, [Assembly Bill 5](#).

They aren’t complaining. “These are yogis,” said owner Samantha Garrison. “They look on the bright side of things.”

Across California, AB 5 is upending workplaces, prompting [lawsuits](#), furious social media campaigns and a multimillion-dollar ballot initiative, sponsored by Uber, Lyft, Postmates and DoorDash, which are [refusing to grant employee status](#) to their tens of thousands of drivers.

But as critics demand exemptions and even a repeal of the statute, many California businesses, large and small, are quietly adopting strategies to comply with the law, which took effect last month. It hasn't been easy.

AB 5 sets a new standard for hiring independent contractors, requiring many to be reclassified as employees covered by minimum wage, overtime, workers' compensation, unemployment and disability insurance.

With companies also having to cover employees' Social Security and Medicare taxes, costs can mount. "I knew I needed to bring in more money," said Garrison, who raised her prices from \$22 to \$26 per class.

So far, her clients aren't upset, she said. "I reached out to every member. But it's been a huge headache — a lot of paperwork and technicalities."

The new law grew from a [2018 California Supreme Court decision](#) in a case brought by drivers for Dynamex Operations West, a package delivery company. The court found the company illegally switched its workers' status from employees to independent contractors to boost profits.

Workers have brought similar misclassification cases across the U.S. for decades as companies offloaded once-stable jobs to independent contractors and temporary help agencies in what some experts call "a fissured workplace." But the nation's [growing income inequality](#) is spurring a push for stricter laws.

In California, industries such as [construction](#), [janitorial](#), [trucking](#) — and even yoga — had fought to retain independent contractors under a set of complex rules that the Dynamex decision scrapped, replacing them with a tightened, simplified test.

To be independent contractors under the court's new "ABC test," modeled on laws in Massachusetts and several other states, workers must (A) work independently, (B) do work that is different from what the business does, and (C) offer their work to other businesses or the public. All three conditions must be met.

Under prong "B" of the standard, a yoga instructor working for a yoga studio would not qualify as an independent contractor any more than a driver for a transportation company, a drywaller for a home builder, a maid for a cleaning franchise, a caddie for a golf club or an actor for a theater.

Roughly a million California workers may need to meet the ABC test to continue as either part-time or full-time independent contractors, the state Legislative Analyst's Office estimated this week. The tally excluded tens of thousands of self-employed truckers, [freelance writers](#) and drivers for ride-hailing and food-delivery technology platforms whose status is under review in court cases.

The new law has companies scrambling to consult with labor lawyers, accountants and human resources specialists on how to avoid the lawsuits and regulatory fines that can result from misclassification. Penalties for violations range from \$5,000 to \$25,000, and companies can be liable for back wages.

"There's no industry out there that hasn't tried to dabble in independent contractors," said Anna Towne, an executive at Bizhaven, a Sacramento consultant. More than 30 businesses, including construction, farming and tech companies, have sought her firm's advice on how to comply with the law, she said, and nearly all have switched their independent contractors to employee status.

"Some want to fly by the seat of their pants," she added. "But we explain it's not worth risking their business. They could get into hot water."

Towne also stresses the positives. “As an employer, they have much more control,” she said. “They can dictate what’s expected, how much time to spend, how to work with clients and with their other employees. With independent contractors, you can’t have that type of control.”

In one respect, AB 5 narrowed the reach of the court decision. It carved out a score of occupations such as physicians, lawyers, insurance and real estate agents, engineers, stockbrokers and others seen as having bargaining power over their working conditions. The bill’s author, Assemblywoman Lorena Gonzalez (D-San Diego), is drafting a bill to exempt a few others, including musicians, freelance writers and photographers. But most industries, especially those that use low-wage workers, are likely to remain covered by the ABC test. Others can still be sued for misclassification under the previous looser rules.

Accountants are among AB 5’s exempted professions, but during tax season, they traditionally hire independent contractors to help file clients’ returns and process payrolls.

“The law is having an immediate impact,” said Anthony Pugliese, chief executive of the California Society of Certified Public Accountants. His 45,000 members, he said, use “armies of temporary paraprofessionals. Thousands — it could be tens of thousands — are now being put on payroll, signed up for withholdings and offered benefits.”

Pugliese doesn’t oppose AB 5. “You wouldn’t have this law if there wasn’t some abuse where companies keep people as temp workers for a year, two years,” he said. “At some point it’s like — this is a real employee, why are you treating them like this?”

But his association is preparing daylong training sessions on AB 5 compliance “because there’s so much gray area,” Pugliese added. Temporary tax return preparers often work 90 or 120 days between January and April, he said, “but what if I’m only using them for a week? Who wants benefits for a week? It doesn’t make sense.”

A “business-to-business” exemption in AB 5 allows contractors who set up a sole proprietorship, a limited liability corporation, a partnership or a corporation to avoid the ABC test if they meet certain criteria. In recent months, hundreds of truckers who own their own big rigs at the ports of Los Angeles and Long Beach have set themselves up as independent businesses in hopes of qualifying.

Sheila Scoville, president of Omni Therapy, a 30-employee Los Angeles referral agency, is one executive hoping the business-to-business provision will save her company — but she isn’t sure. Omni connects healthcare agencies to physical therapists who work as independent contractors helping elderly patients recover from strokes or surgery in their homes.

Unlike physicians, dentists and psychologists, physical therapists were not exempted from the law, which is aimed at ensuring that therapy businesses pay their workers, most of whom work on-site, as employees and offer them labor protections.

But Scoville argues that the roving professionals she refers are paid by healthcare agencies, and don’t technically work for Omni, although she has handled their paperwork and takes a cut of their fees. When the California Employment Development Department audited Omni under pre-AB 5 rules, “they interviewed our therapists, reviewed my text messages and emails, looked at clinical notes, and last year after 18 months of pain, I came out with zero liability,” she said.

But if the ABC test were applied, and the 500 therapists on Omni’s roster were deemed her employees, Scoville calculated that workers’ compensation alone would cost her nearly a million dollars a year.

As a work-around, after consulting attorneys, she informed all 500 therapists they would have to get their own business licenses or LLCs. Over the last month, some 150 quit. “They weren’t happy,” she said. “They are afraid of the law.”

Now, Scoville added, “I’m looking into providing services in other states. We started this month in Arizona. I don’t know how long I can keep going in California.”

For-profit businesses aren’t the only employers having to adapt to the law.

“AB 5 hit us like a ton of bricks,” said Christian Lebano, artistic director of the Sierra Madre Playhouse, one of 28 small nonprofit theaters in the Los Angeles area. “No one makes a living in small theater. Actors and designers do it because they love the work or want the exposure.”

On Jan. 28, Sierra Madre canceled its annual youth production. Nine school districts had booked seats for the March adaptation of “Charlotte’s Web,” with 2,600 children, along with 400 teachers and parents, planning to attend. But paying actors and other personnel minimum wage and overtime for six weeks of rehearsals and 46 performances, along with payroll taxes and other employee costs, would have added \$38,000 to a \$52,000 budget, Lebano said.

The theater’s summer production schedule will continue as planned because it was already budgeted for union-covered actors, he said. As a result of AB 5, however, three stage managers will switch from independent contractors to employees.

North Hollywood’s Deaf West Theatre, which offers plays in sign language, has also been forced to adapt. Its actors and stage managers were already employees, but for its next production, 11 people will gain employee status, including the director, producer, designers and sign-language interpreters.

“We are trying the best we can to be in compliance, while keeping our company afloat,” said Deborah Reed, the theater’s business manager.

Small theaters and dance and opera companies are pressing for an AB 5 exemption, but Actors Equity Assn., the national union for actors and stage managers, backs the law as is. “Those who bring a show to life should be fairly compensated and have the same standard protections that employees in other industries have,” Executive Director Mary McColl said.

Last month, the group released a survey of union and nonunion actors and stage managers treated as independent contractors. Eighty-two percent reported being asked to work for less than minimum wage, 28% reported being denied unemployment benefits and 16% reported being injured while working, including falls during dance lifts — injuries not covered by workers’ compensation.

Gonzalez, the AB 5 author, is not offering a carve-out for performing arts groups. But earlier this month, she and other legislators proposed a one-time \$20-million state budget appropriation for grants to small arts organizations “that make a good-faith effort to comply with AB 5.”

Meanwhile, enforcement of the law is underway.

Gov. Gavin Newsom’s budget allocates \$21.68 million to crack down on misclassification under AB 5, and to process an expected jump in workers’ compensation claims. It grants contractors a one-year exemption from state fees normally assessed to set up LLCs and limited partnerships.

The state has set up a [detailed website](#) and scheduled [more than 80 seminars](#) across the state to explain the law. At Glendale’s Verdugo Jobs Center last month, two Employment Development Department officials projected 41 slides on AB 5, distributed fact sheets on the underground economy and answered questions from some 30 attendees.

The three-hour session delved into rules for language interpreters, nurses, plumbers and construction and restaurant workers. A woman who hires independent contractors to sell

flowers on the street wondered whether she was exempt. An insurance agent expressed frustration that “calling EDD is like falling into a deep hole. They never call you back.”

Ken Johnson, one of the EDD presenters, sought to reassure. “Our goal is to level the playing field for all employers,” he said. “We’re asking you all to help the effort.”



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EssentiaLink

February 12, 2020

JPA Agreement Update and Proposed Name Change

The Executive Committee has approved the circulation of draft revisions to the JPA agreement, primarily due to an approved name change for the EIA! The new name being proposed is *Public Risk Innovation, Solutions, and Management* or **PRISM**.

Remember to sign up for [tomorrow's webinar at 9 a.m.](#) on the changes to the JPA Agreement. More information on the new name will be coming soon!

For questions on the JPA Agreement draft circulation, please contact [Mike Pott](#).

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CAJPA LAUNCHES TORT LIABILITY DATA ANALYSIS PROJECT

Tort liability costs are a growing issue facing public entities in California which can threaten both the long-term financial stability of an agency as well as the ability to secure essential coverages at a reasonable price. The cost of claims, driven by unexpectedly high jury verdicts, social inflation, settlements and defense costs has created a hard liability insurance market and are placing severe financial pressures on California public entities.

The leadership of the California Association of Joint Powers Authorities (CAJPA) recognized our members concerns about these emerging trends and started looking for a solution. After two years of thoughtful dialogue and research, CAJPA has commissioned a California statewide public sector "Tort Liability Data Analysis Project". "CAJPA's leadership voted to move forward with this comprehensive data analysis project as a way to assist our members understand and respond to these challenges," said CAJPA President Dr. Karla Rhay. The project, funded by the generous financial support of CAJPA members, will entail the mass collection, aggregation and analysis of general liability claims data from all types of claims across all types of public entities.

After an RFP process was conducted, Aon was selected to undertake this important project and has started their initial steps including reaching out to potential participants. Julie Theirl from Aon will serve as the Project Manager and will be supported by others from Aon including Craig Bowlus and Mujtaba Dato. In addition, Aon is partnering with Mark Priven, Mike Harrington and Nina Gau from Bickmore Actuarial who will assist with the actuarial portion of the project. The goal is to have the results of the project available by the end of 2020. An Advisory Committee has been identified to guide the project through to its conclusion:

Andy Sells, Committee Chair – ACWA JPIA
 Steve Birgel - ASCIP
 Martin Brady - SIA
 Tony Giles – CJPRMA
 Laura Gil – SDRMA
 Chrissy Mack - CalTIP
 Mike Pott – CSAC-EIA
 Craig Schweikhard - SMCSIG
 Erike Young – PARSAC

Over the coming weeks, Julie Theirl from Aon will be sending out invitations to participate in the project to many of you (not everyone) which will require that you provide claims data as well as other information needed to complete the project. A data call will be provided with the invitation which will outline the types of data required. If you are contacted and seek additional information on the project, please don't hesitate to contact CAJPA Board Members or Executive Director Catherine Smith at casmith@cajpa.org or (916) 231-2139. This project will only be successful with the full commitment of the California public sector community.

2020 Annual Conference

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