

## CITY COUNCIL

For City Clerk's Use:

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**APPROVED**

☐

**DENIED**

Reso No. \_\_\_\_\_

File No. \_\_\_\_\_

Ord No. \_\_\_\_\_

**Agenda Item No.:** 8  
**Date:** September 22, 2010

**TO:** Honorable Mayor and Members of the City Council

**FROM:** Sheryl Bennett, Director of Human Resources  
Jodi Vinson, Risk & Safety Manager

**SUBJECT:** California State Association of Counties (CSAC) Excess Insurance Authority (EIA):  
Designation of City Representative

**RECOMMENDATION:**

It is requested that Council adopt Resolution No. 2010-144 granting the City Manager, or his designee, authority to act on behalf of and to enter into agreements with the EIA.

**PREVIOUS ACTION:**

On May 7, 2003, the City Council approved the purchase of excess workers' compensation insurance through a risk pool. Subsequently, the City Manager approved participation in the CSAC EIA.

**BACKGROUND:**

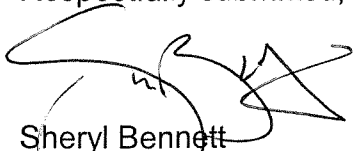
In 2003 the City joined the CSAC EIA for procurement of workers' compensation insurance services. In order to ensure that individuals are authorized to fully act on behalf of their respective entity, EIA is requiring the governing board of all member agencies to officially designate a representative, either an individual(s) or a position(s), which has authority to officially act on behalf of their entity.

Each member entity of EIA has designated a primary contact person who receives all communication regarding matters related to EIA such as notifications, requests for information, renewal premium quotes, invoices, etc. However, that individual may or may not be officially authorized by its governing board to act upon official matters such as executing Memorandums of Understanding and entering into service agreements. The EIA desires to ensure that the individuals executing such documents and agreements are authorized to do so. Therefore, the EIA is requiring the governing board of each member to designate an authorized representative(s). The official designated representative(s) can be an individual(s) or a position(s) who has been delegated such authority. The representative for communications with the EIA will not change. All communications will still come through the primary contact person.

Delegation of Authority to the Position of City Manager  
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Staff recommends City Council adopt Resolution No. 2010-144 granting the position of City Manager, or his designee, authority to act on behalf of and to enter into agreements with the EIA.

Respectfully submitted,

A handwritten signature in black ink, appearing to be 'Sheryl Bennett', written over a circular stamp.

Sheryl Bennett  
Human Resources Director

A handwritten signature in black ink, appearing to be 'Jodi Vinson', written in a cursive style.

Jodi Vinson  
Risk and Safety Manager

A RESOLUTION OF THE CITY COUNCIL OF  
THE CITY OF ESCONDIDO, CALIFORNIA,  
AUTHORIZING THE CITY MANAGER, OR  
HIS DESIGNEE, TO ACT ON BEHALF OF  
AND TO ENTER INTO AGREEMENTS WITH  
THE CALIFORNIA STATE ASSOCIATION OF  
COUNTIES EXCESS INSURANCE  
AUTHORITY

WHEREAS, the California State Association of Counties (CSAC) ExcessInsurance Authority (EIA) has determined that it is necessary for each member of the EIA to delegate to a person(s) or position(s) authority to act on the member's behalf in matters relating to the member and the EIA; and

WHEREAS, except as to those actions that must be approved by the City Council, such delegation of authority is necessary in order to carry out the purposes and functions of the EIA with its members; and

WHEREAS, in order to ensure a person(s) or position(s) is delegated with authority to act on the member's behalf in matters relating to the member and the EIA, action by the member's governing body is necessary; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Escondido, California:

1. That the above recitations are true.
2. That the City Council authorizes the City Manager, or his designee, to act in all matters relating to the member and the EIA.