



MEETING DATE: September 17, 2026
AGENDA ITEM: 7.C.1 – Renew annual insurance policy with Corporate Insurance Solutions
DATE: August 28, 2026
TO: Chair and Members of the Board
FROM: Mike Bourne
SUBJECT: Discussion and possible action to ratify the annual renewal of the insurance policies.

RECOMMENDED MOTION:

Motion to ratify and approve authorizing Dan Goodwin to sign the insurance renewal documents with Corporate Insurance Solutions.

Motion to approve and ratify the annual insurance renewal payment of \$10,133.00 to Corporate Insurance Solutions.

BACKGROUND:

Dan Goodwin was notified by Corporate Insurance Solutions (CIS) on 8/24 that the insurance renewal documents needed to be signed and returned along with payment by 8/28. This notification included the insurance documents and a quote proposal for the insurance renewal.

To expedite the process, Dan signed the insurance renewal documents via Docusign and advised CIS that we needed an invoice to pay from. An invoice was received on 8/26 and approved by Harry Markley. The invoice was processed and payment made electronically on 8/28 to prevent any lapse in insurance coverage.

The Board Chairperson, as chief administrative officer, is authorized to execute contracts for expenditures of less than fifty thousand dollars (\$50,000.00) unless otherwise provided by resolution or direction of the Board. The 2026-27 insurance renewal was \$10,133 plus the electronic payment fee of \$12.00. Last year the cost was \$9,144 after competitively bidding the insurance coverage.

ALTERNATIVES:

FISCAL IMPACT:

Cost up of 10.8% for the 2026-27 insurance coverage.

ATTACHMENTS:

None