



March 1, 2018

Ms. Karen Hardin
Burnet County Auditor
220 S Pierce St Rm 1
Burnet, TX 78611-3136

Re: Burnet County– Property Renewal Questionnaire

Dear Ms. Hardin:

Thank you for participating in the TAC Risk Management Pool's Property Program. As we prepare your 2018 renewal, there are a few questions we need you to answer so that we can provide you the most comprehensive and cost effective property coverage possible. To ensure that we have up-to-date information, please fill out each page of your renewal questionnaire completely and make any changes directly to the document. You can also provide supplemental sheets as necessary. Please note that omitted information may result in an exclusion from coverage.

The Interlocal Participation Agreement, Section 4. Annual Contribution, 4.01 requires that the member timely submit to the Pool documentation necessary for the Pool to properly underwrite the renewal.

Some of the new Property Coverage enhancements that we are presenting this year are:

- **Earth Movement:** Clarified the distinction between Earthquake and Earth Movement which includes Earthquake, mud flow, subsidence, etc.
- **Mobile Equipment:** Clarified the definition to include attachments or implements as part of the Mobile Equipment coverage.
- **Demolition & Increased Cost of Construction:** Changed the name of "Demolition & Increased Cost of Construction" to "Increased Cost of Construction".
- **Crime:** Increased included limit from \$100,000 to \$250,000.
- **Earthquake Limit and Additional Coverage:** Changed name of "Earthquake" to "Earth Movement due to Earthquake" as the limit only applies to Earthquake which is now part of Earth Movement. Definition for Earthquake was updated.
- **Unmanned Aircraft:** Added definition for Unmanned Aircraft system. Added included limit of \$100,000. Coverage is now included and does not require an endorsement.
- **Watercraft:** Length restriction is removed and limit changed to \$1,500,000 for unscheduled watercraft. Removed exclusion for Watercraft.

- **Flood:** Added language to the definition of Flood that a continuous 168 hour time period will be considered a single Flood. Clarified NFIP deductible would apply to storm surge.
- **Evacuation Expense:** Updated language to include inmates and juvenile detainees.
- **Automatic Coverage:** Time limit changed from 90 days to 120 days for Newly Acquired Member Property and Rental Mobile Equipment.
- **Other:** Several format changes and clarifications were made with minimal impact.

We are excited to offer these new enhancements to your property coverage. For more details, contact your TACRMP member service representative.

Please complete the Property Renewal Questionnaire and return it and any supplemental documents by March 31, 2018.

If you need help completing the Property Renewal Questionnaire, please contact your Member Services Representative, Bianca Prado-Espinoza, at 800-456-5974 or BiancaP@county.org.

We value your membership in the TAC Risk Management Pool and look forward to another successful year! Please do not hesitate to contact me at (512) 914-9851 or victoru@county.org if you would like to discuss your coverage options.

Sincerely,

A handwritten signature in black ink that reads "Victor Uvalle". The signature is written in a cursive, flowing style.

Victor Uvalle
TAC Risk Management Consultant



TEXAS ASSOCIATION *of* COUNTIES

RISK MANAGEMENT POOL

Property Renewal Questionnaire

Member: Burnet County

Coverage Period: July 1, 2018 through July 1, 2019

Thank you for participating in the TAC Risk Management Pool's Property program. As we prepare your renewal, there are a few questions we need you to answer so that we can provide you the most comprehensive and cost effective property coverage possible. Pursuant to the Interlocal Participation Agreement, Section 4. Annual Contribution, 4.01 requires that the member timely submit to the Pool documentation necessary for the Pool to properly underwrite the renewal. To ensure that we have up-to-date information, please fill out each page completely and make any changes directly to this document. You can also provide supplemental sheets as necessary. NOTE: Omitted information may result in an exclusion from coverage.

Property covered by the TAC Risk Management Pool is blanket and we use this opportunity prior to renewal to verify the property you own. Your Property Schedule is attached to this renewal questionnaire. We ask that you review the attached schedule carefully and report any of the following:

- Newly built or purchased structures
- Completion of new buildings or purchased buildings during the Coverage Period
- Sold or demolished structures
- Content changes +/- by 50%
- Major remodeling of any building that adds square footage
- Major renovation or refurbishing of a building that costs is over 50% of the building value
- Sold or totaled mobile equipment
- Newly purchased, leased or obtained mobile equipment
- Fine Arts owned by Burnet County

We value your membership in the TAC Risk Management Pool and look forward to another successful year! If you have any questions or need help completing the Renewal Questionnaire, please contact your Member Services Representative Bianca Prado-Espinoza at 800-456-5974 or biancap@county.org.

Pool Coordinator

Our records indicate that the Member has designated the individual below as the Pool Coordinator for this coverage. In accordance with the terms of the Interlocal Participation Agreement, the Pool Coordinator has express authority to represent and to bind the Member, and the Pool will not be required to contact any other individual regarding matters arising from or related to this Agreement. If MEMBER wishes to change or update the Pool Coordinator information, please make the necessary changes below.

Pool Coordinator: Karen Hardin

Email: auditor@burnetcountytexas.org

Phone Number: (512) 756-5466

Fax Number: (512) 715-5264

Address: 220 S Pierce St Rm 1

City, State, Zip: Burnet TX, 78611-3136

Property Renewal Questions

Current Property Deductible: \$1,000

Current Mobile Equipment Deductible: \$1,000

Current Crime Deductible: \$1,000

1. Are there any buildings, contents, mobile equipment and fine arts that have been sold or demolished? Yes No

If yes, please mark the changes directly to the attached Property Schedule

2. Are there any buildings owned by the Member not listed on the attached schedule? Yes No

If yes, please provide the following:

Building Name	Address	Building Value	Contents Value	Add to Coverage	Exclude from Coverage	Reason Excluded or not reported
				☐	☐	
				☐	☐	
				☐	☐	
				☐	☐	
				☐	☐	

3. Will you be purchasing, building or acquiring any new structures within the upcoming coverage term that exceeds \$25,000,000 in value? Yes No

If yes, please provide the following:

Building Name	Address	Building Value	Contents Value	Building Construction	Number of Stories	Square Footage

4. Are you undergoing any major construction for buildings currently reported? Yes No

Include major remodeling, renovation or refurbishing of any building that costs over 50% of the building value and/or adds square footage to the currently listed area.

If yes, please identify the building on the attached Property Schedule undergoing construction and describe the project including cost and estimated completion date.

5. Do you own any buildings that are occupied or leased to other parties? Yes No

If yes, please identify the building on the attached Property Schedule that is leased and provide the name of the leasee.

6. Have any buildings been repurposed from their previously reported use? Yes No

If yes, please identify the building on the attached Property Schedule and describe the repurposed use and any change in contents.

Item #669 – Juvenile Probation. The Juvenile Probation Dept. has moved to the North Annex. This building (200 E. Washington) is currently being renovated and will become the “Old Jail Museum” and will also be used for meetings. It may be a long renovation process because we must rely on donations.

7. Are any buildings owned by Member currently vacant? Yes No

If yes, please identify the building on the attached Property Schedule and provide the following:

Building Name	Date of Vacancy	Expected length of vacancy	Long term plans for building and reason for vacancy	Is building being maintained and secured? Please describe
Burnet County Juv. Prob./ “Old Jail Museum”	April 2017	Est. 2 years	See above. “Old Jail Museum” and Meetings	Yes, locked up tight.

8. For buildings located in Special Flood Hazard Zones, has flood coverage been obtained from National Flood Insurance Program (NFIP)? Yes No NA

If yes, what amount of coverage has been purchased?

9. Are all Fine Arts owned by MEMBER listed on the attached Property Schedule? Yes No

If no, please provide the following information:

Fine Arts Description	Location Name & Address	Fine Arts Value

10. Is all Mobile Equipment owned or leased by MEMBER listed on the attached Property Schedule? Yes No

If no, please provide the following information:

Department	Year	Make	Model	Serial Number	Actual Cash Value or Cost New (if less than two years old)	Leased
I added some – they are high-lighted in yellow on the spread-sheet.						☐
						☐
						☐
						☐
						☐

11. If any Mobile Equipment is leased, please provide the lessor's contact information:

Serial Number	Lessor Name	Lessor Address
K6978	BB&T GOVERNMENTAL FINANCE	5130 Parkway Plaza Blvd., Charlotte, NC 28217
LV5085E440597	BB&T GOVERNMENTAL FINANCE	5130 Parkway Plaza Blvd., Charlotte, NC 28217
5JR00280	BB&T GOVERNMENTAL FINANCE	5130 Parkway Plaza Blvd., Charlotte, NC 28217
409634	BB&T GOVERNMENTAL FINANCE	5130 Parkway Plaza Blvd., Charlotte, NC 28217
AJ9C11335	NBH BANK/BANK MIDWEST	PO Box 26528, Kansas City, MO 64196-6528
1B9AA1113G1309844	NBH BANK/BANK MIDWEST	PO Box 26528, Kansas City, MO 64196-6528

12. Crime coverage with a \$250,000 limit is included at no additional cost to members participating in the TAC RMP's Property program.

To make changes to your current Crime Limit, please complete the section below:

Coverage	Current Limit	Change Limit	Limit Options
Crime	\$250,000	☐	☐ \$250,000 ☐ \$500,000

Unreported Claims

Are you, or any officer or employee, aware of, or have knowledge of any circumstance, occurrence, fact or event which is likely to be a basis of a claim, either now or in the future? Yes No

If yes, please describe:

Has the situation been reported to TAC Claims Department? Yes No

Property Schedule Verification

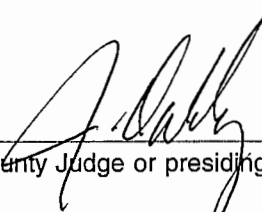
Yes, I have reviewed Burnet County's Property and Mobile Equipment Schedule and I have made corrections and updates which are incorporated into this Property Renewal Questionnaire.

Acknowledgement and Acceptance

Member acknowledges that the information submitted in this questionnaire and Property, Mobile Equipment, and Fine Arts Schedule is true and accurate, including all known potential claims. The information submitted may be used by the Pool in processing the renewal and in assessing the coverage needs of the Member. The questions posed, or any wording of the questionnaire, should not and may not be relied upon by the Member as implying that coverage exists for any particular claim or class of claims. The only coverage provided by the Pool to the member is as described in the Coverage Document, including any endorsements and the Contribution and Coverage Declaration, issued to the Member.

Member acknowledges and agrees that any property marked as Excluded on the attached Property Schedule, or identified as Excluded by the MEMBER as an update to the attached property schedule, will not be provided coverage by the Pool during the Coverage Period.

If the Member makes no changes, the Pool will assume the Member is requesting renewal on the same property, fine arts and mobile equipment as the previous applicable Coverage Period. MEMBER understands that any failure to fully and accurately answer the questionnaire and update the attached schedule may result in the denial of coverage provided by the Pool.



Signature of County Judge or presiding official of the Political Subdivision

3/2/18

Date