



**CITY OF FORT LAUDERDALE  
City Commission Agenda Memo  
REGULAR MEETING**

**#19-0588**

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**TO:** Honorable Mayor & Members of the  
Fort Lauderdale City Commission

**FROM:** Chris Lagerbloom, ICMA-CM, City Manager

**DATE:** June 4, 2019

**TITLE:** Resolution Delegating to the City Manager the Authority to Approve and Execute Insurance Policies, Applications for Insurance Policies, Applications for Insurance Policy Renewals, Payroll Deduction Documents Associated with Employee Benefit Insurance Policies, and Administrative Insurance-Related Documents - **(Commission Districts 1, 2, 3 and 4)**

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**Recommendation**

It is recommended that the City Commission adopt a resolution that would delegate to the City Manager the authority to approve and execute insurance policies, applications for insurance policies, applications for insurance policy renewals, payroll deduction documents associated with employee benefit insurance policies, and administrative insurance-related documents.

**Background**

Subsection 4.01(b) of the Charter of the City of Fort Lauderdale, Florida, provides:

All contracts, agreements, leases or other instruments to which the city is a party and under which the city assumes any liability, shall be executed in the name of the city by the mayor and city manager, attested by the city clerk, and the form of any such instrument shall be previously approved by the city attorney or assistant city attorney, provided, however, that where by ordinance or resolution, the execution of short-term leases or other instruments is delegated to another person, such instrument may be executed in the manner provided by such ordinance or resolution.

The City purchases various insurance policies to protect itself and its personnel from unexpected losses. In addition, the City offers its employees the opportunity to purchase voluntary benefit insurance policies on a payroll deduction basis. The proposed resolution would authorize the City Manager to approve and execute insurance policies, applications for insurance policies, applications for insurance policy renewals, payroll deduction documents associated with employee benefit insurance policies, and administrative insurance-related documents.

**Resource Impact**

There is no fiscal impact.

**Strategic Connections**

This item is a *Press Play Fort Lauderdale Strategic Plan 2018* initiative, included within the Internal Support Cylinder of Excellence, specifically advancing:

- Goal 12: Be a leading government organization, managing our resources wisely and sustainably.
- Objective 1: Ensure sound fiscal management.

This item advances the *Fast Forward Fort Lauderdale 2035 Vision Plan: We Are Community*.

**Attachment**

Exhibit 1 – Resolution

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Director: Tarlesha Smith, Human Resources