

Insurance

Agency Overview

Agency Mission

The mission of the Insurance Fund is to protect the assets of the City through the purchase of insurance and the utilization of other risk management techniques such as loss control, risk transfer, and avoidance.

Agency Overview

The Agency is responsible for the purchase of insurance, including property, liability, crime, equipment breakdown, auto physical damage, and other ancillary coverages for the City. Staff operates as the City liaison with its liability carrier with respect to claims filed against the City and with agencies regarding other risk management issues, including the funding the City's emergency management program. The goal of the Insurance Fund is to provide a cost effective manner of protecting the assets of the City.

2018 Budget Highlights

The 2018 Adopted Budget:

- Anticipates a 40 percent increase in insurance coverage and claims over 2017, the General Fund impact of this increase is \$250,000.

Insurance**Function: Administration***Budget Overview***Budget by Service (All Funds)**

	2016 Actual	2017 Adopted	2017 Projected	2018 Request	2018 Executive	2018 Adopted
Revenue						
Insurance	(3,236,873)	(598,192)	(1,589,294)	(543,301)	(293,301)	(293,301)
Total Revenue	\$ (3,236,873)	\$ (598,192)	\$ (1,589,294)	\$ (543,301)	\$ (293,301)	\$ (293,301)
Expense						
Insurance	4,836,873	598,192	1,589,294	543,301	293,301	293,301
Total Expense	\$ 4,836,873	\$ 598,192	\$ 1,589,294	\$ 543,301	\$ 293,301	\$ 293,301
Net General Fund	\$ 1,600,000	\$ -	\$ -	\$ -	\$ -	\$ -

Budget by Fund & Major

Fund: Insurance

	2016 Actual	2017 Adopted	2017 Projected	2018 Request	2018 Executive	2018 Adopted
Revenue						
Charges for Services	(11,300)	-	(8,670)	-	-	-
Investments & Contributions	(353,082)	(386,000)	(386,000)	(332,000)	(82,000)	(82,000)
Misc Revenue	(1,272,492)	(210,000)	(1,192,432)	(210,000)	(210,000)	(210,000)
Other Finance Source	-	(891)	(891)	-	-	-
Transfer In	(1,600,000)	(1,301)	(1,301)	(1,301)	(1,301)	(1,301)
Total Revenue	\$ (3,236,873)	\$ (598,192)	\$ (1,589,294)	\$ (543,301)	\$ (293,301)	\$ (293,301)
Expense						
Salaries	178,569	272,025	188,477	180,200	180,200	180,200
Benefits	41,560	253,867	67,513	259,467	259,663	259,663
Supplies	-	-	2,700	8,000	8,000	8,000
Purchased Services	1,210,246	1,355,000	1,278,449	1,378,000	1,978,000	1,978,000
Debt & Other Financing	4,503,174	716,000	845,034	721,914	117,438	117,438
Inter Departmental Billing	(1,349,069)	(1,998,700)	(2,040,544)	(2,004,280)	(2,250,000)	(2,250,000)
Transfer Out	252,394	-	1,247,665	-	-	-
Total Expense	\$ 4,836,873	\$ 598,192	\$ 1,589,294	\$ 543,301	\$ 293,301	\$ 293,301
Net General Fund	\$ 1,600,000	\$ -	\$ -	\$ -	\$ -	\$ -

Insurance

Function: Administration

Service Overview

Service: Insurance

Service Description

This service purchases insurance and implements other risk management techniques to protect the assets of the City. This is accomplished via risk transfer, where the City shifts exposure/risk to another entity either through purchase of insurance or in a contract. If neither of those techniques are possible or reasonable, risk avoidance or loss control techniques (i.e., training and other programs designed to mitigate risk) may be used.

2018 Planned Activities

- Continue working with MPD and MFD personnel on Emergency Management program (\$16,000).
- Introduce the rodeo trailer (i.e., a trailer for driving course equipment) to departments to assist with driver training for City vehicles.

Service Budget by Account Type

	2016 Actual	2017 Adopted	2017 Projected	2018 Request	2018 Executive	2018 Adopted
Revenue	(3,236,873)	(598,192)	(1,589,294)	(543,301)	(293,301)	(293,301)
Expense	4,836,873	598,192	1,589,294	543,301	293,301	293,301
Net Service Budget	\$ 1,600,000	\$ -	\$ -	\$ -	\$ -	-

Insurance

Function: Administration

*Line Item Detail***Agency Primary Fund: Insurance****Charges for Service**

	2016 Actual	2017 Adopted	2017 Projected	2018 Request	2018 Executive	2018 Adopted
License Bond	(11,300)	-	(8,670)	-	-	-
TOTAL	\$ (11,300)	\$ -	\$ (8,670)	\$ -	\$ -	\$ -

Investments & Contributions

	2016 Actual	2017 Adopted	2017 Projected	2018 Request	2018 Executive	2018 Adopted
Interest	(11,245)	(16,000)	(16,000)	(12,000)	(12,000)	(12,000)
Dividend	(341,836)	(370,000)	(370,000)	(320,000)	(70,000)	(70,000)
TOTAL	\$ (353,082)	\$ (386,000)	\$ (386,000)	\$ (332,000)	\$ (82,000)	\$ (82,000)

Misc Revenue

	2016 Actual	2017 Adopted	2017 Projected	2018 Request	2018 Executive	2018 Adopted
Insurance Recoveries	(1,264,261)	(200,000)	(1,182,432)	(200,000)	(200,000)	(200,000)
Miscellaneous Revenue	(8,230)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)
TOTAL	\$ (1,272,492)	\$ (210,000)	\$ (1,192,432)	\$ (210,000)	\$ (210,000)	\$ (210,000)

Other Finance Sources

	2016 Actual	2017 Adopted	2017 Projected	2018 Request	2018 Executive	2018 Adopted
Fund Balance Applied	-	(891)	(891)	-	-	-
TOTAL	\$ -	\$ (891)	\$ (891)	\$ -	\$ -	\$ -

Transfer In

	2016 Actual	2017 Adopted	2017 Projected	2018 Request	2018 Executive	2018 Adopted
Transfer In From General	(1,600,000)	-	-	-	-	-
Transfer In From Other Restrict	-	(1,301)	(1,301)	(1,301)	(1,301)	(1,301)
TOTAL	\$ (1,600,000)	\$ (1,301)				

Salaries

	2016 Actual	2017 Adopted	2017 Projected	2018 Request	2018 Executive	2018 Adopted
Permanent Wages	172,497	272,025	182,405	180,200	180,200	180,200
Compensated Absence	5,178	-	5,178	-	-	-
Overtime Wages Permanent	894	-	894	-	-	-
TOTAL	\$ 178,569	\$ 272,025	\$ 188,477	\$ 180,200	\$ 180,200	\$ 180,200

Benefits

	2016 Actual	2017 Adopted	2017 Projected	2018 Request	2018 Executive	2018 Adopted
Comp Absence Escrow	-	-	24,030	-	-	-
Health Insurance Benefit	33,493	30,325	33,321	32,794	33,240	33,240
Wage Insurance Benefit	449	483	240	222	222	222
WRS	11,623	10,977	12,413	12,254	12,074	12,074
FICA Medicare Benefits	12,750	12,082	13,615	13,539	13,469	13,469
Post Employment Health Plans	-	-	648	658	658	658
Loss Runs	-	200,000	-	200,000	200,000	200,000
Pension Expense	(16,755)	-	(16,755)	-	-	-
TOTAL	\$ 41,560	\$ 253,867	\$ 67,513	\$ 259,467	\$ 259,663	\$ 259,663

Supplies

	2016 Actual	2017 Adopted	2017 Projected	2018 Request	2018 Executive	2018 Adopted
Work Supplies	-	-	2,700	8,000	8,000	8,000
TOTAL	\$ -	\$ -	\$ 2,700	\$ 8,000	\$ 8,000	\$ 8,000

InsuranceFunction: **Administration***Line Item Detail***Agency Primary Fund: Insurance****Purchased Services**

	2016 Actual	2017 Adopted	2017 Projected	2018 Request	2018 Executive	2018 Adopted
Cellular Telephone	130	-	130	-	-	-
Mileage	64	-	-	-	-	-
Memberships	485	-	200	-	-	-
Medical Services	2,663	-	2,690	-	-	-
Audit Services	600	-	-	-	-	-
Consulting Services	-	-	5,090	8,000	8,000	8,000
Other Services & Expenses	4,073	-	7,980	-	-	-
General Liability Insurance	436,345	485,000	426,480	495,000	495,000	495,000
Property Insurance	522,376	555,000	531,472	560,000	560,000	560,000
Other Insurance	60,811	65,000	54,408	65,000	65,000	65,000
Insurance Claims	182,700	250,000	250,000	250,000	850,000	850,000
TOTAL	\$ 1,210,246	\$ 1,355,000	\$ 1,278,449	\$ 1,378,000	\$ 1,978,000	\$ 1,978,000

Debt & Other Financing

	2016 Actual	2017 Adopted	2017 Projected	2018 Request	2018 Executive	2018 Adopted
Fund Balance Generated	4,503,174	716,000	845,034	721,914	117,438	117,438
TOTAL	\$ 4,503,174	\$ 716,000	\$ 845,034	\$ 721,914	\$ 117,438	\$ 117,438

Insurance

Function: Administration

Line Item Detail

Agency Primary Fund: Insurance

Inter-Departmental Billings

	2016 Actual	2017 Adopted	2017 Projected	2018 Request	2018 Executive	2018 Adopted
ID Billing To Assessor	(2,282)	(3,989)	(3,989)	(3,274)	(3,683)	(3,683)
ID Billing To Attorney	(5,053)	(7,110)	(7,109)	(4,938)	(5,556)	(5,556)
ID Billing To Civil Rights	(4,208)	(3,666)	(3,666)	(2,167)	(2,438)	(2,438)
ID Billing To Clerk	(1,490)	(3,130)	(3,130)	(2,523)	(2,839)	(2,839)
ID Billing To Common Council	(7,780)	(11,079)	(11,079)	(3,004)	(3,379)	(3,379)
ID Billing To Finance	(3,968)	(12,900)	(12,900)	(4,600)	(5,175)	(5,175)
ID Billing To Human Resources	(3,575)	(6,068)	(6,068)	(30,444)	(34,249)	(34,249)
ID Billing To Information Tec	(6,168)	(9,202)	(9,202)	(8,461)	(9,519)	(9,519)
ID Billing To Mayor	(1,272)	(2,010)	(2,010)	(1,773)	(1,995)	(1,995)
ID Billing To Municipal Court	(642)	(990)	(990)	(820)	(923)	(923)
ID Billing To Treasurer	(856)	(778)	(778)	(684)	(769)	(769)
ID Billing To EAP	-	(498)	(499)	(458)	(515)	(515)
ID Billing To Fire	(73,384)	(112,480)	(112,480)	(90,024)	(101,277)	(101,277)
ID Billing To Police	(422,813)	(672,915)	(672,914)	(887,572)	(998,518)	(998,518)
ID Billing To Public Health	(654)	(4,295)	(4,295)	(4,280)	-	-
ID Billing To Engineering	(54,109)	(74,763)	(38,999)	(48,002)	(54,002)	(54,002)
ID Billing To Fleet Services	(20,681)	(16,435)	(16,435)	(15,946)	(17,939)	(17,939)
ID Billing To Landfill	-	-	(931)	(653)	(735)	(735)
ID Billing To Streets	(127,902)	(175,438)	(175,437)	(102,477)	(115,286)	(115,286)
ID Billing To Traffic Eng	(26,241)	(39,497)	(39,497)	(25,722)	(28,937)	(28,937)
ID Billing To Library	(47,968)	(73,287)	(73,287)	(69,467)	(78,150)	(78,150)
ID Billing To Parks	(166,550)	(241,789)	(241,792)	(156,938)	(176,555)	(176,555)
ID Billing To Bldg Inspection	(8,331)	(8,027)	(8,026)	(7,422)	(8,350)	(8,350)
ID Billing To Community Dev	(17,942)	(31,949)	(31,949)	(27,100)	(30,487)	(30,487)
ID Billing To Economic Dev	(4,472)	(5,957)	(5,957)	(4,124)	(4,639)	(4,639)
ID Billing To Office Of Dir Pl	(789)	(1,130)	(1,130)	(878)	(988)	(988)
ID Billing To Planning	(5,236)	(5,484)	(5,484)	(4,182)	(4,705)	(4,705)
ID Billing To Monona Terrace	(55,316)	(88,317)	(88,317)	(87,601)	(98,551)	(98,551)
ID Billing To Golf Courses	(4,929)	(7,867)	(7,867)	(7,107)	(7,996)	(7,996)
ID Billing To Parking	(53,178)	(71,126)	(71,126)	(69,004)	(77,630)	(77,630)
ID Billing To Sewer	(35,082)	-	(25,285)	(48,431)	(54,485)	(54,485)
ID Billing To Stormwater	(14,538)	-	(10,478)	(20,190)	(22,713)	(22,713)
ID Billing To Transit	(64,662)	(146,240)	(146,240)	(118,408)	(133,209)	(133,209)
ID Billing To Water	(80,147)	(119,370)	(119,370)	(109,531)	(123,223)	(123,223)
ID Billing To CDA	-	(40,914)	(40,914)	-	-	-
ID Billing To CDA Management	(26,851)	-	(40,914)	(36,075)	(40,585)	(40,585)
TOTAL	\$ (1,349,069)	\$ (1,998,700)	\$ (2,040,544)	\$ (2,004,280)	\$ (2,250,000)	\$ (2,250,000)

Transfer Out

	2016 Actual	2017 Adopted	2017 Projected	2018 Request	2018 Executive	2018 Adopted
Transfer Out To General	99,564	-	1,053,046	-	-	-
Transfer Out To Water	8,428	-	-	-	-	-
Transfer Out To Sewer	948	-	2,109	-	-	-
Transfer Out To Stormwater	948	-	-	-	-	-
Transfer Out To Cnvt Center	6,632	-	-	-	-	-
Transfer Out To Transit	10,462	-	-	-	-	-
Transfer Out To Fleet Services	125,411	-	50,985	-	-	-
Transfer Out To CDA	-	-	141,525	-	-	-
TOTAL	\$ 252,394	\$ -	\$ 1,247,665	\$ -	\$ -	\$ -