

# 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 Insurance Fund is one of the City's three Internal Service Funds and is overseen by Risk Management in the Finance Department. Through this fund the City purchases insurance and implements other risk management techniques to protect the assets of the City. The goal of the Insurance Fund is to provide a cost-effective manner of protecting the assets of the City. The Insurance Fund advances this goal through 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.

### Budget Service Changes

As part of the 2025 budget process, all agencies evaluated their budget service structure and had the opportunity to propose updates to services. The Insurance Fund's 2025 budget service structure is the same as the 2024 budget. Since there were no changes, the budget does show a full history at the service level. The budget includes the following service(s):

- Insurance

### 2025 Budget Highlights

Service: Insurance

- Increases the rates charged to agencies based on anticipated claims. (Increase: \$700,000)
- Increases funding for general liability insurance, property, and other insurance premiums. (Increase: \$194,750)
- Assumes adding \$30,486 to fund balance in 2025.
- The Insurance Fund Cash Flow Statement indicates an increase in the net asset goal from \$1,875,000 to \$2,125,000 to reflect a higher annual aggregate deductible for the City from its insurer.

**Insurance**

Function: Other

*Budget Overview*

## Agency Budget by Major-Revenue

<b>Major Revenue</b>	<b>2023 Actual</b>	<b>2024 Adopted</b>	<b>2024 Projected</b>	<b>2025 Request</b>	<b>2025 Executive</b>
Invest Other Contrib	(116,103)	(88,000)	(88,000)	(88,000)	(88,000)
Misc Revenue	(151,823)	(200,000)	(200,000)	(200,000)	(200,000)
Other Finance Sourc	-	(492,636)	(250,136)	-	-
Transfer In	(1,502,289)	-	-	-	-
<b>Total</b>	<b>\$ (1,770,214)</b>	<b>\$ (780,636)</b>	<b>\$ (538,136)</b>	<b>\$ (288,000)</b>	<b>\$ (288,000)</b>

## Agency Budget by Major-Expense

<b>Major Expense</b>	<b>2023 Actual</b>	<b>2024 Adopted</b>	<b>2024 Projected</b>	<b>2025 Request</b>	<b>2025 Executive</b>
Salaries	215,290	225,215	231,703	215,970	226,462
Benefits	88,322	274,792	268,297	252,157	255,801
Supplies	713	10,250	10,250	10,250	10,250
Purchased Services	3,464,006	3,420,380	3,177,886	3,615,000	3,615,000
Debt Othr Financing	573,785	-	-	44,624	30,486
Transfer Out	178,099	-	-	-	-
<b>Total</b>	<b>\$ 4,520,215</b>	<b>\$ 3,930,636</b>	<b>\$ 3,688,136</b>	<b>\$ 4,138,000</b>	<b>\$ 4,138,000</b>

## Agency Billings

<b>Major Expense</b>	<b>2023 Actual</b>	<b>2024 Adopted</b>	<b>2024 Projected</b>	<b>2025 Request</b>	<b>2025 Executive</b>
Inter Depart Billing	(2,750,000)	(3,150,000)	(3,150,000)	(3,850,000)	(3,850,000)
<b>Total</b>	<b>\$ (2,750,000)</b>	<b>\$ (3,150,000)</b>	<b>\$ (3,150,000)</b>	<b>\$ (3,850,000)</b>	<b>\$ (3,850,000)</b>

**NET BUDGET**      \$      -      \$      -      \$      -      \$      -      \$      -

**Insurance****Function:****Other***Service Overview***Service:** Insurance*Service Description*

This service purchases insurance and implements other risk management techniques to protect the assets of the City. Protection of City assets is accomplished by minimizing the City's exposure/risk by purchasing insurance or through a contract. If neither option is possible or reasonable, risk avoidance and loss control techniques (i.e., training and other programs designed to mitigate risk) may be used.

*Activities Performed by this Service*

- Insurance premiums: Payment of City property and liability premiums.
- Claim payment: Payment of City liability and departmental property claims.
- Administration: Administration of Insurance Fund.

*Service Budget by Account Type*

	<b>2023 Actual</b>	<b>2024 Adopted</b>	<b>2024 Projected</b>	<b>2025 Request</b>	<b>2025 Executive</b>
Revenue	(1,770,214)	(780,636)	(538,136)	(288,000)	(288,000)
Personnel	303,612	500,006	500,000	468,126	482,264
Non-Personnel	4,216,603	3,430,630	3,188,136	3,669,874	3,655,736
<b>Total</b>	<b>\$ 2,750,000</b>	<b>\$ 3,150,000</b>	<b>\$ 3,150,000</b>	<b>\$ 3,850,000</b>	<b>\$ 3,850,000</b>

*Agency Billings*

	<b>2023 Actual</b>	<b>2024 Adopted</b>	<b>2024 Projected</b>	<b>2025 Request</b>	<b>2025 Executive</b>
Agency Charges	(2,750,000)	(3,150,000)	(3,150,000)	(3,850,000)	(3,850,000)
<b>Total</b>	<b>\$ (2,750,000)</b>	<b>\$ (3,150,000)</b>	<b>\$ (3,150,000)</b>	<b>\$ (3,850,000)</b>	<b>\$ (3,850,000)</b>

**Insurance**

Function: Other

Line Item Detail

Agency Primary Fund: Insurance

	2023 Actual	2024 Adopted	2024 Projected	2025 Request	2025 Executive
Invest Other Contrib					
Interest	(7,925)	(8,000)	(8,000)	(8,000)	(8,000)
Dividend	(108,178)	(80,000)	(80,000)	(80,000)	(80,000)
<b>Invest Other Contrib Total</b>	<b>\$ (116,103)</b>	<b>\$ (88,000)</b>	<b>\$ (88,000)</b>	<b>\$ (88,000)</b>	<b>\$ (88,000)</b>
Misc Revenue					
Insurance Recoveries	(151,347)	(200,000)	(200,000)	(200,000)	(200,000)
Miscellaneous Revenue	(475)	-	-	-	-
<b>Misc Revenue Total</b>	<b>\$ (151,823)</b>	<b>\$ (200,000)</b>	<b>\$ (200,000)</b>	<b>\$ (200,000)</b>	<b>\$ (200,000)</b>
Other Finance Source					
Fund Balance Applied	-	(492,636)	(250,136)	-	-
<b>Other Finance Source Total</b>	<b>\$ -</b>	<b>\$ (492,636)</b>	<b>\$ (250,136)</b>	<b>\$ -</b>	<b>\$ -</b>
Transfer In					
Transfer In From General	(1,502,289)	-	-	-	-
<b>Transfer In Total</b>	<b>\$ (1,502,289)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Salaries					
Permanent Wages	201,681	215,125	207,613	205,880	216,372
Compensated Absence	13,609	-	14,000	-	-
Hourly Wages	-	10,090	10,090	10,090	10,090
<b>Salaries Total</b>	<b>\$ 215,290</b>	<b>\$ 225,215</b>	<b>\$ 231,703</b>	<b>\$ 215,970</b>	<b>\$ 226,462</b>
Benefits					
Health Insurance Benefit	39,482	42,821	34,829	19,588	21,738
Wage Insurance Benefit	685	633	1,126	1,085	1,124
WRS	14,122	14,844	14,325	14,206	15,038
FICA Medicare Benefits	15,249	15,655	16,352	15,514	16,137
Post Employment Health Plans	798	838	1,665	1,765	1,765
Other Post Emplmnt Benefit	2,820	-	-	-	-
Loss Runs	-	200,000	200,000	200,000	200,000
Pension Expense	15,166	-	-	-	-
<b>Benefits Total</b>	<b>\$ 88,322</b>	<b>\$ 274,792</b>	<b>\$ 268,297</b>	<b>\$ 252,157</b>	<b>\$ 255,801</b>
Supplies					
Office Supplies	452	2,250	2,250	2,250	2,250
Work Supplies	132	8,000	8,000	8,000	8,000
Safety Supplies	130	-	-	-	-
<b>Supplies Total</b>	<b>\$ 713</b>	<b>\$ 10,250</b>	<b>\$ 10,250</b>	<b>\$ 10,250</b>	<b>\$ 10,250</b>

**Insurance**

**Function:**

**Other**

*Line Item Detail*

**Agency Primary Fund:** Insurance

	2023 Actual	2024 Adopted	2024 Projected	2025 Request	2025 Executive
Purchased Services					
Telephone	94	250	256	250	250
Cellular Telephone	115	130	130	-	-
Mileage	244	-	-	-	-
Conferences & Training	(4,945)	1,000	1,000	1,000	1,000
Memberships	308	1,000	1,000	1,000	1,000
Medical Services	4,555	7,500	7,500	7,500	7,500
Audit Services	1,000	-	-	-	-
Consulting Services	-	8,000	8,000	8,000	8,000
Other Services & Expenses	6,550	20,000	20,000	20,000	20,000
General Liability Insurance	1,063,461	1,265,000	1,100,000	1,265,000	1,265,000
Property Insurance	848,152	1,047,500	1,030,000	1,152,250	1,152,250
Other Insurance	143,491	120,000	60,000	60,000	60,000
Insurance Claims	1,400,981	950,000	950,000	1,100,000	1,100,000
<b>Purchased Services Total</b>	<b>\$ 3,464,006</b>	<b>\$ 3,420,380</b>	<b>\$ 3,177,886</b>	<b>\$ 3,615,000</b>	<b>\$ 3,615,000</b>
Debt Othr Financing					
Fund Balance Generated	573,785	-	-	44,624	30,486
<b>Debt Othr Financing Total</b>	<b>\$ 573,785</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 44,624</b>	<b>\$ 30,486</b>

**Insurance**

**Function: Other**

*Line Item Detail*

**Agency Primary Fund:** Insurance

	2023 Actual	2024 Adopted	2024 Projected	2025 Request	2025 Executive
Inter Depart Billing					
ID Billing To Assessor	(18,694)	(5,099)	(5,099)	(6,348)	(6,348)
ID Billing To Attorney	(4,488)	(5,315)	(5,315)	(6,108)	(6,108)
ID Billing To Civil Rights	(7,107)	(7,101)	(7,101)	(7,493)	(7,493)
ID Billing To Clerk	(10,237)	(8,754)	(8,754)	(12,831)	(12,831)
ID Billing To Common Council	(46,058)	(62,008)	(62,008)	(66,849)	(66,849)
ID Billing To Finance	(8,060)	(8,051)	(8,051)	(10,006)	(10,006)
ID Billing To Human Resources	(4,118)	(3,453)	(3,453)	(3,913)	(3,913)
ID Billing To Information Tec	(15,261)	(16,065)	(16,065)	(18,037)	(18,037)
ID Billing To Mayor	(29,355)	(2,413)	(2,413)	(3,190)	(3,190)
ID Billing To Municipal Court	(952)	(1,135)	(1,135)	(1,360)	(1,360)
ID Billing To EAP	(757)	(807)	(807)	(951)	(951)
ID Billing To Fire	(197,822)	(205,995)	(205,995)	(217,550)	(217,550)
ID Billing To Police	(859,703)	(1,062,497)	(1,062,497)	(1,370,782)	(1,370,782)
ID Billing to OIM	(666)	(784)	(784)	(949)	(949)
ID Billing To Engineering	(123,719)	(124,466)	(124,466)	(124,985)	(124,985)
ID Billing To Fleet Services	(64,768)	(28,021)	(28,021)	(40,869)	(40,869)
ID Billing To Landfill	(5,284)	(4,740)	(4,740)	(3,015)	(3,015)
ID Billing To Public Works	(769)	(941)	(941)	(1,129)	(1,129)
ID Billing To Streets	(272,245)	(276,970)	(276,970)	(304,453)	(304,453)
ID Billing To Traffic Eng	(33,140)	(38,717)	(38,717)	(43,543)	(43,543)
ID Billing To Library	(95,900)	(109,530)	(109,530)	(125,238)	(125,238)
ID Billing To Parks	(120,775)	(132,006)	(132,006)	(151,017)	(151,017)
ID Billing To Bldg Inspection	(61,311)	(161,380)	(161,380)	(164,589)	(164,589)
ID Billing To Community Dev	(27,941)	(42,607)	(42,607)	(64,063)	(64,063)
ID Billing To Economic Dev	(4,255)	(9,614)	(9,614)	(12,531)	(12,531)
ID Billing To Office Of Dir Pl	(898)	(1,027)	(1,027)	(1,311)	(1,311)
ID Billing To Planning	(6,208)	(6,863)	(6,863)	(7,425)	(7,425)
ID Billing To Monona Terrace	(95,813)	(109,672)	(109,672)	(122,749)	(122,749)
ID Billing To Golf Courses	(9,872)	(11,371)	(11,371)	(14,160)	(14,160)
ID Billing To Parking	(101,073)	(113,693)	(113,693)	(138,100)	(138,100)
ID Billing To Sewer	(75,859)	(96,368)	(96,368)	(117,047)	(117,047)
ID Billing To Stormwater	(35,493)	(38,456)	(38,456)	(41,981)	(41,981)
ID Billing To Transit	(162,476)	(195,574)	(195,574)	(259,273)	(259,273)
ID Billing To Water	(161,740)	(173,978)	(173,978)	(303,534)	(303,534)
ID Billing To CDA Management	(87,183)	(84,529)	(84,529)	(82,621)	(82,621)
<b>Inter Depart Billing Total</b>	<b>\$ (2,750,000)</b>	<b>\$ (3,150,000)</b>	<b>\$ (3,150,000)</b>	<b>\$ (3,850,000)</b>	<b>\$ (3,850,000)</b>

Transfer Out

Transfer Out To General	55,121	-	-	-	-
Transfer Out To Capital	290	-	-	-	-
Transfer Out To Sewer	1,702	-	-	-	-
Transfer Out To Stormwater	25,527	-	-	-	-
Transfer Out To Parking	11,058	-	-	-	-
Transfer Out To Fleet Services	84,400	-	-	-	-
<b>Transfer Out Total</b>	<b>\$ 178,099</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>