

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 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.

2020 Budget Highlights

The Insurance Fund is one of the City's three internal service funds, meaning the fund's expenses are reimbursed by charging user agencies. In this year's budget presentation Internal Service Funds are presented to show the budget by: Revenue, Expense, and Agency Billing.

Insurance rates are projected to increase by \$950,000. The projected rate increase is based on anticipated claims and has been allocated to agency budgets.

Insurance**Function: Administration***Budget Overview*

Agency Budget by Major-Revenue

	2018 Actual	2019 Adopted	2019 Projected	2020 Request	2020 Executive	2020 Adopted
Charges For Services	(11,523)	-	(12,552)	(10,000)	(10,000)	(10,000)
Investments & Other Contributions	(174,058)	(112,000)	(234,577)	(132,000)	(132,000)	(132,000)
Misc Revenue	(542,719)	(210,000)	(284,411)	(200,000)	(200,000)	(200,000)
Other Financing Source	(540,657)	(2,576)	-	-	(9,728)	(9,728)
TOTAL	\$ (1,268,957)	\$ (324,576)	\$ (531,540)	\$ (342,000)	\$ (351,728)	\$ (351,728)

Agency Budget by Major-Expenses

	2018 Actual	2019 Adopted	2019 Projected	2020 Request	2020 Executive	2020 Adopted
Salaries	184,165	177,542	166,876	176,421	183,232	183,232
Benefits	58,494	253,904	53,507	253,901	256,818	256,818
Supplies	7,796	10,250	9,720	10,250	10,250	10,250
Purchased Services	2,633,165	2,282,880	2,277,101	2,411,880	2,411,880	2,411,880
Debt & Other Financing	-	-	131,892	839,548	839,548	839,548
Transfer Out	636,749	-	292,445	-	-	-
TOTAL	\$ 3,520,367	\$ 2,724,576	\$ 2,931,541	\$ 3,692,000	\$ 3,701,728	\$ 3,701,728

Agency Billings

	2018 Actual	2019 Adopted	2019 Projected	2020 Request	2020 Executive	2020 Adopted
Inter Depart Billing	(2,251,410)	(2,400,000)	(2,400,000)	(3,350,000)	(3,350,000)	(3,350,000)
TOTAL	\$ (2,251,410)	\$ (2,400,000)	\$ (2,400,000)	\$ (3,350,000)	\$ (3,350,000)	\$ (3,350,000)
NET BUDGET	\$ -	\$ -	\$ 0	\$ -	\$ -	\$ -

Insurance

Function: Administration

Service Overview

Service: Insurance

Citywide Element: Effective Government

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.

Major Budget Changes

- Agency charges were increased by \$950,000 based on projected claims and the current status of the Insurance Fund.
- The City's insurance premium is projected to increase by \$130,000.

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

	2018 Actual	2019 Adopted	2019 Projected	2020 Request	2020 Executive	2020 Adopted
Revenue	(1,268,957)	(324,576)	(531,540)	(342,000)	(351,728)	(351,728)
Personnel	242,659	431,446	220,383	430,322	440,050	440,050
Non-Personnel	3,277,709	2,293,130	2,711,158	3,261,678	3,261,678	3,261,678
TOTAL	\$ 2,251,410	\$ 2,400,000	\$ 2,400,000	\$ 3,350,000	\$ 3,350,000	\$ 3,350,000

Agency Billings

	2018 Actual	2019 Adopted	2019 Projected	2020 Request	2020 Executive	2020 Adopted
Agency Charges	(2,251,410)	(2,400,000)	(2,400,000)	(3,350,000)	(3,350,000)	(3,350,000)
TOTAL	\$ (2,251,410)	\$ (2,400,000)	\$ (2,400,000)	\$ (3,350,000)	\$ (3,350,000)	\$ (3,350,000)

Insurance

Function: Administration

Line Item Detail

Agency Primary Fund: Insurance

Charges for Service

	2018 Actual	2019 Adopted	2019 Projected	2020 Request	2020 Executive	2020 Adopted
License Bond	(11,523)	-	(12,552)	(10,000)	(10,000)	(10,000)
TOTAL	\$ (11,523)	\$ -	\$ (12,552)	\$ (10,000)	\$ (10,000)	\$ (10,000)

Investments & Contributions

	2018 Actual	2019 Adopted	2019 Projected	2020 Request	2020 Executive	2020 Adopted
Interest	(11,260)	(12,000)	(6,063)	(12,000)	(12,000)	(12,000)
Dividend	(162,798)	(100,000)	(228,515)	(120,000)	(120,000)	(120,000)
TOTAL	\$ (174,058)	\$ (112,000)	\$ (234,577)	\$ (132,000)	\$ (132,000)	\$ (132,000)

Misc Revenue

	2018 Actual	2019 Adopted	2019 Projected	2020 Request	2020 Executive	2020 Adopted
Insurance Recoveries	(542,369)	(200,000)	(284,411)	(200,000)	(200,000)	(200,000)
Miscellaneous Revenue	(350)	(10,000)	-	-	-	-
TOTAL	\$ (542,719)	\$ (210,000)	\$ (284,411)	\$ (200,000)	\$ (200,000)	\$ (200,000)

Other Finance Sources

	2018 Actual	2019 Adopted	2019 Projected	2020 Request	2020 Executive	2020 Adopted
Fund Balance Applied	(540,657)	(2,576)	-	-	(9,728)	(9,728)
TOTAL	\$ (540,657)	\$ (2,576)	\$ -	\$ -	\$ (9,728)	\$ (9,728)

Salaries

	2018 Actual	2019 Adopted	2019 Projected	2020 Request	2020 Executive	2020 Adopted
Permanent Wages	174,634	170,042	155,612	168,421	175,232	175,232
Pending Personnel	-	7,500	-	8,000	8,000	8,000
Compensated Absence	9,531	-	-	-	-	-
Hourly Wages	-	-	11,264	-	-	-
TOTAL	\$ 184,165	\$ 177,542	\$ 166,876	\$ 176,421	\$ 183,232	\$ 183,232

Benefits

	2018 Actual	2019 Adopted	2019 Projected	2020 Request	2020 Executive	2020 Adopted
Health Insurance Benefit	31,937	29,069	29,402	29,043	30,596	30,596
Wage Insurance Benefit	462	380	565	571	571	571
Health Insurance Retiree	-	-	1	-	-	-
WRS	11,699	11,139	10,200	11,032	11,829	11,829
FICA Medicare Benefits	12,809	12,637	12,286	12,530	13,097	13,097
Post Employment Health Plans	655	679	1,054	725	725	725
Loss Runs	-	200,000	-	200,000	200,000	200,000
Pension Expense	932	-	-	-	-	-
TOTAL	\$ 58,494	\$ 253,904	\$ 53,507	\$ 253,901	\$ 256,818	\$ 256,818

Supplies

	2018 Actual	2019 Adopted	2019 Projected	2020 Request	2020 Executive	2020 Adopted
Office Supplies	149	2,250	384	2,250	2,250	2,250
Hardware Supplies	521	-	1,336	-	-	-
Work Supplies	7,127	8,000	8,000	8,000	8,000	8,000
TOTAL	\$ 7,796	\$ 10,250	\$ 9,720	\$ 10,250	\$ 10,250	\$ 10,250

Insurance

Function: Administration

Line Item Detail

Agency Primary Fund: Insurance

Purchased Services

	2018 Actual	2019 Adopted	2019 Projected	2020 Request	2020 Executive	2020 Adopted
Telephone	128	250	196	250	250	250
Cellular Telephone	131	130	114	130	130	130
Recruitment	22	-	-	-	-	-
Conferences & Training	125	1,000	123	1,000	1,000	1,000
Memberships	389	1,000	585	1,000	1,000	1,000
Medical Services	3,281	7,500	6,621	7,500	7,500	7,500
Audit Services	600	-	600	-	-	-
Consulting Services	5,790	8,000	11,224	8,000	8,000	8,000
Other Services & Expenses	3,998	4,000	5,985	4,000	4,000	4,000
General Liability Insurance	546,469	650,000	636,998	700,000	700,000	700,000
Property Insurance	579,770	596,000	604,196	675,000	675,000	675,000
Other Insurance	60,859	65,000	60,459	65,000	65,000	65,000
Insurance Claims	1,431,604	950,000	950,000	950,000	950,000	950,000
TOTAL	\$ 2,633,165	\$ 2,282,880	\$ 2,277,101	\$ 2,411,880	\$ 2,411,880	\$ 2,411,880

Debt & Other Financing

	2018 Actual	2019 Adopted	2019 Projected	2020 Request	2020 Executive	2020 Adopted
Fund Balance Generated	-	-	131,892	839,548	839,548	839,548
TOTAL	\$ -	\$ -	\$ 131,892	\$ 839,548	\$ 839,548	\$ 839,548

Inter-Departmental Billings

	2018 Actual	2019 Adopted	2019 Projected	2020 Request	2020 Executive	2020 Adopted
ID Billing To Assessor	(3,683)	(4,648)	(4,648)	(9,355)	(9,355)	(9,355)
ID Billing To Attorney	(5,556)	(4,283)	(4,283)	(6,288)	(6,288)	(6,288)
ID Billing To Civil Rights	(2,438)	(2,857)	(2,857)	(5,028)	(5,028)	(5,028)
ID Billing To Clerk	(2,839)	(4,112)	(4,112)	(4,302)	(4,302)	(4,302)
ID Billing To Common Council	(3,379)	(3,329)	(3,329)	(9,512)	(9,512)	(9,512)
ID Billing To Finance	(5,175)	(5,497)	(5,497)	(9,210)	(9,210)	(9,210)
ID Billing To Human Resources	(34,249)	(9,313)	(9,313)	(11,052)	(11,052)	(11,052)
ID Billing To Information Tec	(9,519)	(10,622)	(10,622)	(14,906)	(14,906)	(14,906)
ID Billing To Mayor	(1,995)	(2,203)	(2,203)	(2,597)	(2,597)	(2,597)
ID Billing To Municipal Court	(923)	(970)	(970)	(1,279)	(1,279)	(1,279)
ID Billing To Treasurer	(769)	(1,023)	(1,023)	-	-	-
ID Billing To EAP	(515)	(553)	(553)	(849)	(849)	(849)
ID Billing To Fire	(101,277)	(124,529)	(124,529)	(201,575)	(201,575)	(201,575)
ID Billing To Police	(998,518)	(1,143,281)	(1,143,281)	(1,508,078)	(1,508,078)	(1,508,078)
ID Billing To Engineering	(54,002)	(63,130)	(63,130)	(81,057)	(81,057)	(81,057)
ID Billing To Fleet Services	(17,939)	(19,242)	(19,242)	(27,642)	(27,642)	(27,642)
ID Billing To Landfill	(931)	-	-	-	-	-
ID Billing To Public Works	-	-	-	(925)	(925)	(925)
ID Billing To Streets	(115,286)	(108,639)	(108,639)	(131,372)	(131,372)	(131,372)
ID Billing To Traffic Eng	(28,937)	(26,897)	(26,897)	(33,291)	(33,291)	(33,291)
ID Billing To Library	(78,150)	(84,335)	(84,335)	(109,696)	(109,696)	(109,696)
ID Billing To Parks	(176,555)	(118,213)	(118,213)	(154,048)	(154,048)	(154,048)
ID Billing To Bldg Inspection	(8,350)	(11,638)	(11,638)	(124,523)	(124,523)	(124,523)
ID Billing To Community Dev	(30,487)	(31,496)	(31,496)	(45,921)	(45,921)	(45,921)
ID Billing To Economic Dev	(4,639)	(5,439)	(5,439)	(6,526)	(6,526)	(6,526)
ID Billing To Office Of Dir PI	(988)	(1,068)	(1,068)	(1,655)	(1,655)	(1,655)
ID Billing To Planning	(5,921)	(4,813)	(4,813)	(6,909)	(6,909)	(6,909)
ID Billing To Monona Terrace	(98,551)	(104,980)	(104,980)	(135,008)	(135,008)	(135,008)
ID Billing To Golf Courses	(7,996)	(8,374)	(8,374)	(11,498)	(11,498)	(11,498)
ID Billing To Parking	(77,630)	(86,025)	(86,025)	(144,381)	(144,381)	(144,381)
ID Billing To Sewer	(54,485)	(57,795)	(57,795)	(88,611)	(88,611)	(88,611)

Insurance

Function: Administration

*Line Item Detail***Agency Primary Fund: Insurance**

ID Billing To Stormwater	(22,712)	(23,514)	(23,514)	(35,390)	(35,390)	(35,390)
ID Billing To Transit	(133,208)	(133,413)	(133,413)	(170,881)	(170,881)	(170,881)
ID Billing To Water	(123,223)	(149,505)	(149,505)	(193,517)	(193,517)	(193,517)
ID Billing To CDA Management	(40,585)	(44,264)	(44,264)	(63,118)	(63,118)	(63,118)
TOTAL	\$ (2,251,410)	\$ (2,400,000)	\$ (2,400,000)	\$ (3,350,000)	\$ (3,350,000)	\$ (3,350,000)

Transfer Out

	2018 Actual	2019 Adopted	2019 Projected	2020 Request	2020 Executive	2020 Adopted
Transfer Out To General	128,925	-	114,000	-	-	-
Transfer Out To Other Restricted	5,115	-	-	-	-	-
Transfer Out To Capital	329,298	-	-	-	-	-
Transfer Out To Sewer	5,700	-	15,723	-	-	-
Transfer Out To Stormwater	3,410	-	15,723	-	-	-
Transfer Out To Parking	329	-	-	-	-	-
Transfer Out To Cnvt Center	4,773	-	-	-	-	-
Transfer Out To Golf Courses	5,525	-	-	-	-	-
Transfer Out To Fleet Services	153,673	-	147,000	-	-	-
TOTAL	\$ 636,749	\$ -	\$ 292,445	\$ -	\$ -	\$ -