

# Insurance

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## *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.

### 2023 Budget Highlights

#### Service: Insurance

- Increases funding for general liability insurance, property, and other insurance premiums. (Increase: \$334,000)
- Increases funding added to reserves from a transfer in from the General Fund. The City experienced high levels of claim payouts in 2022 due primarily to various legal settlements and associated legal counsel costs; this supplement will help address the cash balance in the fund. (Increase: \$1.5 million)
- Maintains the rates charged to agencies based on anticipated claims. (\$2.75 million)

**Insurance**

Function: Internal Services

*Budget Overview*

## Agency Budget by Major-Revenue

Major Revenue	2021 Actual	2022 Adopted	2022 Projected	2023 Request	2023 Executive	2023 Adopted
Invest Other Contrib	(128,280)	(132,000)	(154,120)	(128,000)	(128,000)	(128,000)
Misc Revenue	(112,328)	(200,000)	(200,000)	(200,000)	(200,000)	(200,000)
Other Finance Source	(88,523)	-	(811,008)	(503,284)	-	-
Transfer In	-	-	-	-	(1,500,000)	(1,500,000)
<b>Total</b>	<b>\$ (329,131)</b>	<b>\$ (332,000)</b>	<b>\$ (1,165,128)</b>	<b>\$ (831,284)</b>	<b>\$ (1,828,000)</b>	<b>\$ (1,828,000)</b>

## Agency Budget by Major-Expense

Major Expense	2021 Actual	2022 Adopted	2022 Projected	2023 Request	2023 Executive	2023 Adopted
Salaries	183,218	195,045	195,045	214,785	214,785	220,750
Benefits	50,719	264,231	264,231	264,369	266,645	267,489
Supplies	1,697	10,250	10,250	10,250	10,250	10,250
Purchased Services	2,623,691	2,607,880	3,445,602	3,091,880	3,091,880	3,091,880
Debt Othr Financing	-	4,594	-	-	994,440	987,632
Transfer Out	319,807	-	-	-	-	-
<b>Total</b>	<b>\$ 3,179,133</b>	<b>\$ 3,082,000</b>	<b>\$ 3,915,128</b>	<b>\$ 3,581,284</b>	<b>\$ 4,578,000</b>	<b>\$ 4,578,000</b>

## Agency Billings

Major Expense	2021 Actual	2022 Adopted	2022 Projected	2023 Request	2023 Executive	2023 Adopted
Inter Depart Billing	(2,850,002)	(2,750,000)	(2,750,000)	(2,750,000)	(2,750,000)	(2,750,000)
<b>Total</b>	<b>\$ (2,850,002)</b>	<b>\$ (2,750,000)</b>	<b>\$ (2,750,000)</b>	<b>\$ (2,750,000)</b>	<b>\$ (2,750,000)</b>	<b>\$ (2,750,000)</b>

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

**Insurance**

Function:

Internal Services

## 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.

## Service Budget by Account Type

	2021 Actual	2022 Adopted	2022 Projected	2023 Request	2023 Executive	2023 Adopted
Revenue	(329,131)	(332,000)	(1,165,128)	(831,284)	(1,828,000)	(1,828,000)
Personnel	233,937	459,276	459,276	479,154	481,430	488,238
Non-Personnel	2,945,195	2,622,724	3,455,852	3,102,130	4,096,570	4,089,762
<b>Total</b>	<b>\$ 2,850,002</b>	<b>\$ 2,750,000</b>	<b>\$ 2,750,000</b>	<b>\$ 2,750,000</b>	<b>\$ 2,750,000</b>	<b>\$ 2,750,000</b>

## Agency Billings

	2021 Actual	2022 Adopted	2022 Projected	2023 Request	2023 Executive	2023 Adopted
Agency Charges	(2,850,002)	(2,750,000)	(2,750,000)	(2,750,000)	(2,750,000)	(2,750,000)
<b>Total</b>	<b>\$ (2,850,002)</b>	<b>\$ (2,750,000)</b>	<b>\$ (2,750,000)</b>	<b>\$ (2,750,000)</b>	<b>\$ (2,750,000)</b>	<b>\$ (2,750,000)</b>

**Insurance**

Function: Internal Services

Line Item Detail

Agency Primary Fund: Insurance

	2021 Actual	2022 Adopted	2022 Projected	2023 Request	2023 Executive	2023 Adopted
Invest Other Contrib						
Interest	(7,282)	(12,000)	(12,000)	(8,000)	(8,000)	(8,000)
Dividend	(120,998)	(120,000)	(142,120)	(120,000)	(120,000)	(120,000)
<b>Invest Other Contrib Total</b>	<b>\$ (128,280)</b>	<b>\$ (132,000)</b>	<b>\$ (154,120)</b>	<b>\$ (128,000)</b>	<b>\$ (128,000)</b>	<b>\$ (128,000)</b>
Misc Revenue						
Insurance Recoveries	(111,482)	(200,000)	(200,000)	(200,000)	(200,000)	(200,000)
Miscellaneous Revenue	(846)	-	-	-	-	-
<b>Misc Revenue Total</b>	<b>\$ (112,328)</b>	<b>\$ (200,000)</b>	<b>\$ (200,000)</b>	<b>\$ (200,000)</b>	<b>\$ (200,000)</b>	<b>\$ (200,000)</b>
Other Finance Source						
Fund Balance Applied	(88,523)	-	(811,008)	(503,284)	-	-
<b>Other Finance Source Total</b>	<b>\$ (88,523)</b>	<b>\$ -</b>	<b>\$ (811,008)</b>	<b>\$ (503,284)</b>	<b>\$ -</b>	<b>\$ -</b>
Transfer In						
Transfer In From General	-	-	-	-	(1,500,000)	(1,500,000)
<b>Transfer In Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (1,500,000)</b>	<b>\$ (1,500,000)</b>
Salaries						
Permanent Wages	180,111	184,955	184,955	188,695	188,695	194,660
Pending Personnel	-	10,090	10,090	16,000	16,000	16,000
Compensated Absence	(1,067)	-	-	-	-	-
Hourly Wages	4,062	-	-	10,090	10,090	10,090
Overtime Wages Hourly	112	-	-	-	-	-
<b>Salaries Total</b>	<b>\$ 183,218</b>	<b>\$ 195,045</b>	<b>\$ 195,045</b>	<b>\$ 214,785</b>	<b>\$ 214,785</b>	<b>\$ 220,750</b>
Benefits						
Health Insurance Benefit	36,602	37,652	37,652	37,652	39,479	39,479
Wage Insurance Benefit	568	535	535	632	632	632
WRS	12,162	12,022	12,022	12,265	12,831	13,237
FICA Medicare Benefits	13,376	13,297	13,297	13,820	13,703	14,141
Post Employment Health Plans	804	725	725	-	-	-
Other Post Emplmnt Benefit	5,543	-	-	-	-	-
Loss Runs	-	200,000	200,000	200,000	200,000	200,000
Pension Expense	(18,336)	-	-	-	-	-
<b>Benefits Total</b>	<b>\$ 50,719</b>	<b>\$ 264,231</b>	<b>\$ 264,231</b>	<b>\$ 264,369</b>	<b>\$ 266,645</b>	<b>\$ 267,489</b>
Supplies						
Office Supplies	171	2,250	2,250	2,250	2,250	2,250
Hardware Supplies	1,283	-	-	-	-	-
Work Supplies	244	8,000	8,000	8,000	8,000	8,000
<b>Supplies Total</b>	<b>\$ 1,697</b>	<b>\$ 10,250</b>	<b>\$ 10,250</b>	<b>\$ 10,250</b>	<b>\$ 10,250</b>	<b>\$ 10,250</b>
Purchased Services						
Telephone	1,041	250	250	250	250	250
Cellular Telephone	116	130	130	130	130	130
Conferences & Training	-	1,000	1,000	1,000	1,000	1,000
Memberships	696	1,000	1,000	1,000	1,000	1,000
Medical Services	-	7,500	7,500	7,500	7,500	7,500
Audit Services	1,000	-	-	-	-	-
Consulting Services	245	8,000	8,000	8,000	8,000	8,000
Other Services & Expenses	3,902	4,000	4,000	4,000	4,000	4,000
General Liability Insurance	791,955	885,000	922,722	1,150,000	1,150,000	1,150,000
Property Insurance	734,809	803,000	803,000	850,000	850,000	850,000
Other Insurance	82,362	98,000	98,000	120,000	120,000	120,000
Insurance Claims	1,007,564	800,000	1,600,000	950,000	950,000	950,000
<b>Purchased Services Total</b>	<b>\$ 2,623,691</b>	<b>\$ 2,607,880</b>	<b>\$ 3,445,602</b>	<b>\$ 3,091,880</b>	<b>\$ 3,091,880</b>	<b>\$ 3,091,880</b>

**Insurance**

Function: Internal Services

Line Item Detail

Agency Primary Fund: Insurance

	2021 Actual	2022 Adopted	2022 Projected	2023 Request	2023 Executive	2023 Adopted
Debt Othr Financing						
Fund Balance Generated	-	4,594	-	-	994,440	987,632
<b>Debt Othr Financing Total</b>	<b>\$ -</b>	<b>\$ 4,594</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 994,440</b>	<b>\$ 987,632</b>
Inter Depart Billing						
ID Billing To Assessor	(16,429)	(24,307)	(24,307)	(24,307)	(18,694)	(18,694)
ID Billing To Attorney	(5,223)	(1,519)	(1,519)	(1,519)	(4,488)	(4,488)
ID Billing To Civil Rights	(5,708)	(6,572)	(6,572)	(6,572)	(7,107)	(7,107)
ID Billing To Clerk	(5,373)	(8,284)	(8,284)	(8,284)	(10,237)	(10,237)
ID Billing To Common Council	(1,417)	(10,387)	(10,387)	(10,387)	(46,058)	(46,058)
ID Billing To Finance	(7,384)	(2,148)	(2,148)	(2,148)	(8,060)	(8,060)
ID Billing To Human Resources	(17,560)	(43,150)	(43,150)	(43,150)	(4,118)	(4,118)
ID Billing To Information Tec	(12,797)	(6,386)	(6,386)	(6,386)	(15,261)	(15,261)
ID Billing To Mayor	(2,435)	(708)	(708)	(708)	(29,355)	(29,355)
ID Billing To Municipal Court	(1,051)	(306)	(306)	(306)	(952)	(952)
ID Billing To EAP	(684)	(217)	(217)	(217)	(757)	(757)
ID Billing To Fire	(178,853)	(182,428)	(182,428)	(182,428)	(197,822)	(197,822)
ID Billing To Police	(1,064,887)	(796,531)	(796,531)	(796,531)	(859,703)	(859,703)
ID Billing To OIM	-	-	-	-	(666)	(666)
ID Billing To Engineering	(71,579)	(152,905)	(152,905)	(152,905)	(123,719)	(123,719)
ID Billing To Fleet Services	(46,050)	(53,160)	(53,160)	(53,160)	(64,768)	(64,768)
ID Billing To Landfill	-	(756)	(756)	(756)	(5,284)	(5,284)
ID Billing To Public Works	(834)	(242)	(242)	(242)	(769)	(769)
ID Billing To Streets	(170,181)	(305,569)	(305,569)	(305,569)	(272,245)	(272,245)
ID Billing To Traffic Eng	(38,902)	(39,514)	(39,514)	(39,514)	(33,140)	(33,140)
ID Billing To Library	(102,996)	(97,932)	(97,932)	(97,932)	(95,900)	(95,900)
ID Billing To Parks	(144,675)	(208,391)	(208,391)	(208,391)	(120,775)	(120,775)
ID Billing To Bldg Inspection	(233,446)	(140,392)	(140,392)	(140,392)	(61,311)	(61,311)
ID Billing To Community Dev	(38,384)	(17,396)	(17,396)	(17,396)	(27,941)	(27,941)
ID Billing To Economic Dev	(3,746)	(1,930)	(1,930)	(1,930)	(4,255)	(4,255)
ID Billing To Office Of Dir Pl	(1,403)	(408)	(408)	(408)	(898)	(898)
ID Billing To Planning	(7,788)	(2,430)	(2,430)	(2,430)	(6,208)	(6,208)
ID Billing To Monona Terrace	(112,874)	(115,622)	(115,622)	(115,622)	(95,813)	(95,813)
ID Billing To Golf Courses	(9,430)	(8,000)	(8,000)	(8,000)	(9,872)	(9,872)
ID Billing To Parking	(100,979)	(119,040)	(119,040)	(119,040)	(101,073)	(101,073)
ID Billing To Sewer	(81,292)	(28,080)	(28,080)	(28,080)	(75,859)	(75,859)
ID Billing To Stormwater	(5,836)	(12,332)	(12,332)	(12,332)	(35,493)	(35,493)
ID Billing To Transit	(144,915)	(116,966)	(116,966)	(116,966)	(162,476)	(162,476)
ID Billing To Water	(158,869)	(135,789)	(135,789)	(135,789)	(161,740)	(161,740)
ID Billing To CDA Management	(56,022)	(110,203)	(110,203)	(110,203)	(87,183)	(87,183)
<b>Inter Depart Billing Total</b>	<b>\$ (2,850,002)</b>	<b>\$ (2,750,000)</b>	<b>\$ (2,750,000)</b>	<b>\$ (2,750,000)</b>	<b>\$ (2,750,000)</b>	<b>\$ (2,750,000)</b>
Transfer Out						
Transfer Out To General	124,052	-	-	-	-	-
Transfer Out To Library	2,000	-	-	-	-	-
Transfer Out To Capital	9,475	-	-	-	-	-
Transfer Out To Stormwater	2,753	-	-	-	-	-
Transfer Out To Parking	40,023	-	-	-	-	-
Transfer Out To Cnvt Center	9,227	-	-	-	-	-
Transfer Out To Transit	5,825	-	-	-	-	-
Transfer Out To Fleet Services	126,452	-	-	-	-	-
<b>Transfer Out Total</b>	<b>\$ 319,807</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>