Funds 250 Insurance Reserve
Department 19 Insurance Reserve

Department Budget Summary

Department Description

This fund administers the City's self-insured workers' compensation loss prevention program. Workers' compensation insurance coverage is provided by the Independent Cities Risk Management Authority (ICRMA). The City has a self-insured retention of $300,000 per occurrence with statutory limits. Claims are handled by a third-party administrator, with litigated cases being handled by specially appointed counsel. Funds for this division are collected through premiums from respective departments based on a percentage of personnel costs and claims history. The Public Risk Manager is reponsible for the administration of this program.

Expenditure Summary	Actual 2007-08	Budget 2008-09	City Mgr Recommended 2009-10	City Council Adopted 2009-10
Workers' Compensation	$ 1,324,433	$ 894,273	$ 764,988	$ 764,988
Liability	3,461,795	2,032,977	2,041,250	2,041,250
Program Total	4,786,228	2,927,250	2,806,238	2,806,238

Personnel Summary	Actual 2007-08	Budget 2008-09	City Mgr Recommended 2009-10	City Council Adopted 2009-10
Full Time Positions:				
Deputy City Attorney	1.00	1.00	1.00	1.00
Public Risk Manager	1.00	1.00	1.00	1.00
Total	2.00	2.00	2.00	2.00

Funds **250 Insurance Reserve**
Department **19 Insurance Reserve**

Object Number	Description	Actual 2007-08	Budget 2008-09	City Mgr Recommended 2009-10	City Council Adopted 2009-10
4001	Salaries Full Time	$ 219,099	$ 219,589	$ 222,127	$ 222,127
4014	Salaries Sick Leave Payouts	6,451	7,382	11,616	11,616
4015	Salaries Vacation Payouts	331	3,898	6,270	6,270
4031	PERS Retirement & Pick-Up (EPMC)	47,884	50,752	50,358	50,358
4032	Medicare	3,539	3,460	3,500	3,500
4034	Compensation Insurance	6,192	6,213	6,242	6,242
4036	Unemployment Insurance	660	659	667	667
4039	PERS - POB Contribution	22,151	22,662	22,924	22,924
4045	Health Insurance Benefits Misc	0	0	13,174	13,174
4999	Budget Reduction	0	0	(17,252)	(17,252)
	Total Personnel Services	306,307	314,615	319,626	319,626
4051	Contract Services	81	0	0	0
4151	Operating Supplies	181	0	0	0
4406	Commercial Crime Bond	7,424	6,450	6,450	6,450
4407	Liability Insurance	467,871	378,000	386,000	386,000
4409	Boiler Insurance	4,561	5,000	5,000	5,000
4411	Property Insurance	47,081	43,500	49,000	49,000
4420	Excess Workers Comp Insurance	114,717	119,000	97,000	97,000
4506	Claims Payment Liability	1,934,174	555,000	555,000	555,000
4522	Legal Expense Liability	701,135	730,000	730,000	730,000
4523	Loss Prevention Expense	4,768	5,000	5,000	5,000
4529	Claims Expense	974,295	520,000	400,000	400,000
4543	Unemployment Insurance Pymt.	109,641	110,000	110,000	110,000
4568	Workers Compensation Admin.	87,560	99,600	99,600	99,600
4615	Liability Insurance Allocation	4,020	3,697	4,044	4,044
4618	Cost Allocation	22,392	22,388	39,518	39,518
	Total Maintenance & Operations	4,479,901	2,597,635	2,486,612	2,486,612
4740	Machinerey & Equipment	20	15,000	0	0
	Total capital Outlay	20	15,000	0	0
	GRAND TOTAL	4,786,228	2,927,250	2,806,238	2,806,238

Fund	**250**	**Insurance Reserve**
Department	**19**	**Insurance Reserve**
Program	**1901**	**Workers' Compensation**

Program Summary

Program Description

This fund administers the City's self-insured workers' compensation loss prevention program. Workers' compensation insurance coverage is provided by the Independent Cities Risk Management Authority (ICRMA). The City has a self-insured retention of $500,000 per occurrence with statutory limits. Claims are handled by a third-party administrator, with litigated cases being handled by specially-appointed counsel. Funds for this division are collected through premiums from respective departments based on a percentage of personnel costs and claims history. The Risk Manager supervises the administration of this program.

Expenditure Summary	Actual 2007-08	Budget 2008-09	City Mgr Recommended 2009-10	City Council Adopted 2009-10
Personnel Services	$ 136,484	$ 144,479	$ 148,629	$ 148,629
Maintenance & Operations	1,187,949	749,794	616,359	616,359
Program Total	1,324,433	894,273	764,988	764,988

Personnel Summary	Actual 2007-08	Budget 2008-09	City Mgr Recommended 2009-10	City Council Adopted 2009-10
Full Time Positions:				
Public Risk Manager	1.00	1.00	1.00	1.00
Total	1.00	1.00	1.00	1.00

Expenditures and Appropriations

Fund **250 Insurance Reserve**
Department **19 Insurance Reserve**
Program **1901 Workers' Compensation**

Object Number	Description	Actual 2007-08	Budget 2008-09	City Mgr Recommended 2009-10	City Council Adopted 2009-10
4001	Salaries Full Time	$ 99,871	$ 101,353	$ 103,891	$ 103,891
4014	Salaries Sick Leave Payouts	1,335	2,266	4,795	4,795
4015	Salaries Vacation Payouts	331	3,898	3,996	3,996
4031	PERS Retirement & Pick-Up (EPMC)	21,815	23,425	23,553	23,553
4032	Medicare	1,592	1,597	1,637	1,637
4034	Compensation Insurance	1,152	1,176	1,205	1,205
4036	Unemployment Insurance	300	304	312	312
4039	PERS - POB Contribution	10,088	10,460	10,722	10,722
4045	Health Insurance Benefits Misc	0	0	6,587	6,587
4999	Budget Reduction	0	0	(8,069)	(8,069)
	Total Personnel Services	136,484	144,479	148,629	148,629
4151	Operating Supplies	181	0	0	0
4420	Excess Workers Comp Insurance	114,717	119,000	97,000	97,000
4529	Claims Expense	974,295	520,000	400,000	400,000
4568	Workers' Compensation Admin	87,560	99,600	99,600	99,600
4618	Cost Allocation	11,196	11,194	19,759	19,759
	Total Maintenance & Operations	1,187,949	749,794	616,359	616,359
	GRAND TOTAL	1,324,433	894,273	764,988	764,988

Fund	**250**	**Insurance Reserve**
Department	**19**	**Insurance Reserve**
Program	**1902**	**Liability**

Program Summary

Program Description

Liability insurance coverage is provided by the Independent Cities Risk Management Authority (ICRMA). The City has a self-insured retention of $250,000 per claim with limits of $10 million. Claims administration and Risk Management administration are handled by the City Attorney's Office. Funds for this division are collected through premiums from respective departments based on claims payment history and total payroll.

Expenditure Summary	Actual 2007-08	Budget 2008-09	City Mgr Recommended 2009-10	City Council Adopted 2009-10
Personnel Services	$ 169,823	$ 170,136	$ 170,997	$ 170,997
Maintenance & Operations	3,291,952	1,847,841	1,870,253	1,870,253
Total capital Outlay	20	15,000	0	0
Program Total	3,461,795	2,032,977	2,041,250	2,041,250

Personnel Summary	Actual 2007-08	Budget 2008-09	City Mgr Recommended 2009-10	City Council Adopted 2009-10
Full Time Positions:				
Deputy City Attorney	1.00	1.00	1.00	1.00
Total	1.00	1.00	1.00	1.00

Expenditures and Appropriations

Fund **250 Insurance Reserve**
Department **19 Insurance Reserve**
Program **1902 Liability**

Object Number	Description	Actual 2007-08	Budget 2008-09	City Mgr Recommended 2009-10	City Council Adopted 2009-10
4001	Salaries Full Time	$ 119,228	$ 118,236	$ 118,236	$ 118,236
4014	Salaries Sick Leave Payouts	5,116	5,116	6,821	6,821
4015	Salaries Vacation Payouts	0	0	2,274	2,274
4031	PERS Retirement & Pick-Up (EPMC)	26,069	27,327	26,805	26,805
4032	Medicare	1,947	1,863	1,863	1,863
4034	Compensation Insurance	5,040	5,037	5,037	5,037
4036	Unemployment Insurance	360	355	355	355
4039	PERS - POB Contribution	12,063	12,202	12,202	12,202
4045	Health Insurance Benefits Misc	0	0	6,587	6,587
4999	Budget Reduction	0	0	(9,183)	(9,183)
	Total Personnel Services	169,823	170,136	170,997	170,997
4051	Contract Services	81	0	0	0
4406	Commercial Crime Bond	7,424	6,450	6,450	6,450
4407	Liability Insurance	467,871	378,000	386,000	386,000
4409	Boiler Insurance	4,561	5,000	5,000	5,000
4411	Property Insurance	47,081	43,500	49,000	49,000
4506	Claims Payment Liability	1,934,174	555,000	555,000	555,000
4522	Legal Expense Liability	701,135	730,000	730,000	730,000
4523	Loss Prevention Expense	4,768	5,000	5,000	5,000
4543	Unemployment Insurance Pymt.	109,641	110,000	110,000	110,000
4615	Liability Insurance Allocation	4,020	3,697	4,044	4,044
4618	Cost Allocation	11,196	11,194	19,759	19,759
	Total Maintenance & Operations	3,291,952	1,847,841	1,870,253	1,870,253
4740	Machinerey & Equipment	20	15,000	0	0
	Total capital Outlay	20	15,000	0	0
	GRAND TOTAL	3,461,795	2,032,977	2,041,250	2,041,250

Fund	**600**	**Equipment**
Department	**31**	**Maintenance**
Program	**3103**	**Equipment Maintenance**

Program Summary

Program Description

The Equipment Division is responsible for the maintenance and administration of the City's motorized vehicle and equipment fleet. Routine responsibilities include: budget preparation; vehicle assignment and replacement; procurement and disposal; computerized vehicle costing and life cycle analysis; preventive maintenance program, vehicle emission testing, major overhaul and repairs; underground fuel storage tank monitoring; coordination of compliance with state and county laws that affect the operation of the city fleet; contract services; liability loss prevention; and employee development and training. The Equipment Division also provides appropriate maintenance records reflecting the service as well as the safe operating condition of city owned equipment.

Expenditure Summary	Actual 2007-08	Budget 2008-09	City Mgr Recommended 2009-10	City Council Adopted 2009-10
Personnel Services	$ 393,075	$ 478,808	$ 362,650	$ 362,650
Contract Services	24,065	64,005	60,000	60,000
Maintenance & Operations	1,184,318	1,908,583	1,166,844	1,166,844
Capital Outlay	15,158	934,819	500,000	500,000
Program Total	1,616,616	3,386,215	2,089,494	2,089,494

Personnel Summary	Actual 2007-08	Budget 2008-09	City Mgr Recommended 2009-10	City Council Adopted 2009-10
Full Time Positions:				
UT Coordinator/Flt Super.	0.00	0.60	0.00	0.00
Sr. Public Works Inspector	0.60	0.00	0.00	0.00
Master Mechanic	0.00	0.00	1.00	1.00
Equipment Mechanic III	1.00	1.00	1.00	1.00
Equipment Mechanic I	2.00	2.00	1.00	1.00
Administrative Assistant	0.50	0.50	0.00	0.00
Part Time Positions:				
Equipment Mechanic I	0.00	1.00	1.00	1.00
Total	4.10	5.10	4.00	4.00

Expenditures and Appropriations

Fund **600 Equipment**
Department **31 Maintenance**
Program **3103 Equipment Maintenance**

Object Number	Description	Actual 2007-08	Budget 2008-09	City Mgr Recommended 2009-10	City Council Adopted 2009-10
4001	Salaries Full Time	$ 251,155	$ 281,609	$ 202,187	$ 202,187
4002	Salaries Part Time	22,871	44,460	44,460	44,460
4010	Salaries Overtime	3,358	5,000	5,000	5,000
4014	Salaries Sick Leave Payouts	3,562	5,783	0	0
4015	Salaries Vacation Payouts	1,015	1,803	3,436	3,436
4031	PERS Retirement & Pick-Up (EPMC)	56,547	71,008	51,580	51,580
4032	Medicare	4,642	5,081	3,830	3,830
4034	Compensation Insurance	22,572	29,436	28,167	28,167
4036	Unemployment Insurance	792	978	740	740
4037	PARS	319	0	0	0
4039	PERS - POB Contribution	26,242	33,650	25,454	25,454
4045	Health Insurance Benefits Misc	0	0	20,556	20,556
4999	Budget Reduction	0	0	(22,760)	(22,760)
	Total Personnel Services	393,075	478,808	362,650	362,650
4051	Contract Services	24,065	64,005	60,000	60,000
	Total Contract Services	24,065	64,005	60,000	60,000
4115	Duplicating Costs	1,649	2,000	2,000	2,000
4151	Operating Supplies	3,155	4,500	5,000	5,000
4156	Janitorial Supplies	348	500	500	500
4161	Uniforms & Safety Equipment	6,931	6,000	6,000	6,000
4200	Collision Repair	0	70,000	80,000	80,000
4201	Repair & Maintenance Supplies	161,409	30,000	30,000	30,000
4206	Parts	216,322	175,000	180,000	180,000
4251	Small Tools & Minor Equipment	3,024	3,000	3,000	3,000
4255	Tires	0	25,000	25,000	25,000
4305	Telephone	6,241	6,000	6,000	6,000
4453	Equipment Rental	31,056	37,356	35,256	35,256
4454	Office Equipment Rental	0	3,000	3,000	3,000
4465	Leased Equipment	0	2,000	2,000	2,000
4514	Gasoline & Oil	377,821	420,000	400,000	400,000
4518	Training	1,149	2,000	2,000	2,000
4544	Utilities	15,487	15,000	15,000	15,000
4599	Depreciation Expense	306,890	450,000	306,980	306,980
4610	Operating Transfers Out	0	600,000	0	0
4615	Liability Insurance Allocation	7,716	12,099	18,597	18,597
4618	Cost Allocation	45,120	45,128	46,511	46,511
	Total Maintenance & Operations	1,184,318	1,908,583	1,166,844	1,166,844

Expenditures and Appropriations

Fund **600 Equipment**
Department **31 Maintenance**
Program **3103 Equipment Maintenance**

Object Number	Description	Actual 2007-08	Budget 2008-09	City Mgr Recommended 2009-10	City Council Adopted 2009-10
4730	Improvements other than Building	0	50,000	50,000	50,000
4740	Machinery & Equipment	9,279	884,819	450,000	450,000
4745	Lease Purchase Equipment	5,879	0	0	0
	Total Capital Outlay	15,158	934,819	500,000	500,000
	GRAND TOTAL	1,616,616	3,386,215	2,089,494	2,089,494

This page has been left intentionally blank.