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 and liability insurance coverage. Workers' compensation insurance coverage is provided by the Independent Cities Risk Management Authority (ICRMA). The City has a self-insured retention of $500,000 for workers compensation per occurrence with statutory limits and 250,000 for Liability per claim with a limit of $10 million. 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 2008-09	Budget 2009-10	City Mgr Recommended 2010-11	City Council Adopted 2010-11
Workers' Compensation	$ 801,887	$ 764,988	$ 759,884	$ 759,884
Liability	3,465,483	2,042,720	1,910,496	1,910,496
Program Total	4,267,370	2,807,708	2,670,380	2,670,380

Personnel Summary	Actual 2008-09	Budget 2009-10	City Mgr Recommended 2010-11	City Council Adopted 2010-11
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

Expenditures and Appropriations

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

Object Number	Description	Actual 2008-09	Budget 2009-10	City Mgr Recommended 2010-11	City Council Adopted 2010-11
4001	Salaries Full Time	$ 240,118	$ 222,127	$ 232,322	$ 232,322
4014	Salaries Sick Leave Payouts	6,093	11,616	12,196	12,196
4015	Salaries Vacation Payouts	1,537	6,270	8,935	8,935
4031	PERS Retirement & Pick-Up (EPMC)	54,678	50,358	53,416	53,416
4032	Medicare	3,892	3,500	3,660	3,660
4034	Compensation Insurance	6,216	6,242	6,655	6,655
4036	Unemployment Insurance	660	667	697	697
4039	PERS - POB Contribution	11,010	22,924	23,975	23,975
4045	Health Insurance Benefits Misc	515	13,174	9,600	9,600
4999	Budget Reduction	0	(17,252)	(14,486)	(14,486)
	Total Personnel Services	338,909	319,626	336,970	336,970
4051	Contract Services	297	0	0	0
4406	Commercial Crime Bond	4,250	6,450	6,450	6,450
4407	Liability Insurance	377,397	386,000	415,000	415,000
4409	Boiler Insurance	0	5,000	5,000	5,000
4411	Property Insurance	50,014	49,000	50,000	50,000
4420	Excess Workers Comp Insurance	99,492	97,000	97,000	97,000
4506	Claims Payment Liability	1,739,626	555,000	500,000	500,000
4518	Training	345	0	0	0
4522	Legal Expense Liability	1,013,368	730,000	600,000	600,000
4523	Loss Prevention Expense	1,205	5,000	5,000	5,000
4529	Claims Expense	453,371	400,000	395,000	395,000
4543	Unemployment Insurance Pymt.	56,227	110,000	110,000	110,000
4568	Workers Compensation Admin.	95,520	99,600	98,400	98,400
4615	Liability Insurance Allocation	3,696	4,044	4,044	4,044
4618	Cost Allocation	22,392	39,518	39,516	39,516
	Total Maintenance & Operations	3,917,200	2,486,612	2,325,410	2,325,410
4740	Machinerey & Equipment	11,261	1,470	8,000	8,000
	Total capital Outlay	11,261	1,470	8,000	8,000
	GRAND TOTAL	4,267,370	2,807,708	2,670,380	2,670,380

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 2008-09	Budget 2009-10	City Mgr Recommended 2010-11	City Council Adopted 2010-11
Personnel Services	$ 141,700	$ 148,629	$ 149,727	$ 149,727
Maintenance & Operations	660,187	616,359	610,157	610,157
Program Total	801,887	764,988	759,884	759,884

Personnel Summary	Actual 2008-09	Budget 2009-10	City Mgr Recommended 2010-11	City Council Adopted 2010-11
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 2008-09	Budget 2009-10	City Mgr Recommended 2010-11	City Council Adopted 2010-11
4001	Salaries Full Time	$ 102,318	$ 103,891	$ 104,585	$ 104,585
4014	Salaries Sick Leave Payouts	977	4,795	4,827	4,827
4015	Salaries Vacation Payouts	1,048	3,996	4,022	4,022
4031	PERS Retirement & Pick-Up (EPMC)	23,233	23,553	24,046	24,046
4032	Medicare	1,638	1,637	1,648	1,648
4034	Compensation Insurance	1,176	1,205	1,213	1,213
4036	Unemployment Insurance	300	312	314	314
4039	PERS - POB Contribution	10,495	10,722	10,793	10,793
4045	Health Insurance Benefits Misc	515	6,587	4,800	4,800
4999	Budget Reduction	0	(8,069)	(6,521)	(6,521)
	Total Personnel Services	141,700	148,629	149,727	149,727
4151	Operating Supplies	297	0	0	0
4420	Excess Workers Comp Insurance	99,492	97,000	97,000	97,000
4518	Training	345	0	0	0
4529	Claims Expense	453,337	400,000	395,000	395,000
4568	Workers' Compensation Admin	95,520	99,600	98,400	98,400
4618	Cost Allocation	11,196	19,759	19,757	19,757
	Total Maintenance & Operations	660,187	616,359	610,157	610,157
	GRAND TOTAL	801,887	764,988	759,884	759,884

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 2008-09	Budget 2009-10	City Mgr Recommended 2010-11	City Council Adopted 2010-11
Personnel Services	$ 197,209	$ 170,997	$ 187,243	$ 187,243
Maintenance & Operations	3,257,013	1,870,253	1,715,253	1,715,253
Total capital Outlay	11,261	1,470	8,000	8,000
Program Total	3,465,483	2,042,720	1,910,496	1,910,496

Personnel Summary	Actual 2008-09	Budget 2009-10	City Mgr Recommended 2010-11	City Council Adopted 2010-11
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 2008-09	Budget 2009-10	City Mgr Recommended 2010-11	City Council Adopted 2010-11
4001	Salaries Full Time	$ 137,800	$ 118,236	$ 127,737	$ 127,737
4014	Salaries Sick Leave Payouts	5,116	6,821	7,369	7,369
4015	Salaries Vacation Payouts	489	2,274	4,913	4,913
4031	PERS Retirement & Pick-Up (EPMC)	31,445	26,805	29,370	29,370
4032	Medicare	2,254	1,863	2,012	2,012
4034	Compensation Insurance	5,040	5,037	5,442	5,442
4036	Unemployment Insurance	360	355	383	383
4039	PERS - POB Contribution	14,190	12,202	13,182	13,182
4045	Health Insurance Benefits Misc	515	6,587	4,800	4,800
4999	Budget Reduction	0	(9,183)	(7,965)	(7,965)
	Total Personnel Services	197,209	170,997	187,243	187,243
4406	Commercial Crime Bond	4,250	6,450	6,450	6,450
4407	Liability Insurance	377,397	386,000	415,000	415,000
4409	Boiler Insurance	0	5,000	5,000	5,000
4411	Property Insurance	50,014	49,000	50,000	50,000
4506	Claims Payment Liability	1,739,626	555,000	500,000	500,000
4522	Legal Expense Liability	1,013,368	730,000	600,000	600,000
4523	Loss Prevention Expense	1,205	5,000	5,000	5,000
4529	Claims Expense	34	0	0	0
4543	Unemployment Insurance Pymt.	56,227	110,000	110,000	110,000
4615	Liability Insurance Allocation	3,696	4,044	4,044	4,044
4618	Cost Allocation	11,196	19,759	19,759	19,759
	Total Maintenance & Operations	3,257,013	1,870,253	1,715,253	1,715,253
4740	Machinerey & Equipment	11,261	1,470	8,000	8,000
	Total capital Outlay	11,261	1,470	8,000	8,000
	GRAND TOTAL	3,465,483	2,042,720	1,910,496	1,910,496

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 2008-09	Budget 2009-10	City Mgr Recommended 2010-11	City Council Adopted 2010-11
Personnel Services	$ 428,912	$ 321,917	$ 289,815	$ 289,815
Contract Services	0	38,824	25,000	25,000
Maintenance & Operations	2,040,364	1,185,166	1,146,186	1,146,186
Capital Outlay	136,524	657,776	991,000	991,000
Program Total	2,605,800	2,203,683	2,452,001	2,452,001

Personnel Summary	Actual 2008-09	Budget 2009-10	City Mgr Recommended 2010-11	City Council Adopted 2010-11
Full Time Positions:				
UT Coordinator/Flt Super.	0.60	0.00	0.00	0.00
Master Mechanic	0.00	1.00	1.00	1.00
Equipment Mechanic III	1.00	1.00	1.00	1.00
Equipment Mechanic I	2.00	1.00	0.00	0.00
Administrative Assistant	0.50	0.00	0.00	0.00
Part Time Positions:				
Equipment Mechanic I	1.00	1.00	1.00	1.00
Total	5.10	4.00	3.00	3.00

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

Object Number	Description	Actual 2008-09	Budget 2009-10	City Mgr Recommended 2010-11	City Council Adopted 2010-11
4001	Salaries Full Time	$ 241,728	$ 174,879	$ 146,794	$ 146,794
4002	Salaries Part Time	45,293	43,579	46,238	46,238
4010	Salaries Overtime	272	2,427	3,500	3,500
4014	Salaries Sick Leave Payouts	1,168	0	0	0
4015	Salaries Vacation Payouts	0	3,465	4,282	4,282
4031	PERS Retirement & Pick-Up (EPMC)	41,493	43,771	39,860	39,860
4032	Medicare	3,748	3,308	2,983	2,983
4034	Compensation Insurance	29,436	28,785	22,044	22,044
4036	Unemployment Insurance	984	758	579	579
4037	PARS	408	0	0	0
4039	PERS - POB Contribution	19,369	21,916	19,921	19,921
4045	Health Insurance Benefits Misc	45,013	12,781	12,767	12,767
4999	Budget Reduction	0	(13,752)	(9,153)	(9,153)
	Total Personnel Services	428,912	321,917	289,815	289,815
4051	Contract Services	0	38,824	25,000	25,000
	Total Contract Services	0	38,824	25,000	25,000
4115	Duplicating Costs	944	2,000	0	0
4151	Operating Supplies	6,680	5,000	4,000	4,000
4156	Janitorial Supplies	80	310	0	0
4161	Uniforms & Safety Equipment	6,795	5,000	5,000	5,000
4200	Collision Repair	93,570	80,000	80,000	80,000
4201	Repair & Maintenance Supplies	40,119	44,784	45,000	45,000
4206	Parts	246,650	185,964	175,000	175,000
4251	Small Tools & Minor Equipment	2,331	2,922	3,000	3,000
4255	Tires	13,817	25,000	25,000	25,000
4305	Telephone	5,038	4,842	4,842	4,842
4453	Equipment Rental	37,356	35,256	35,256	35,256
4454	Office Equipment Rental	0	3,000	0	0
4465	Leased Equipment	0	2,000	0	0
4514	Gasoline & Oil	315,907	400,000	380,000	380,000
4518	Training	1,901	2,000	2,000	2,000
4544	Utilities	15,824	15,000	15,000	15,000
4599	Depreciation Expense	596,124	306,980	306,980	306,980
4610	Operating Transfers Out	600,000	0	0	0
4615	Liability Insurance Allocation	12,096	18,597	18,597	18,597
4618	Cost Allocation	45,132	46,511	46,511	46,511
	Total Maintenance & Operations	2,040,364	1,185,166	1,146,186	1,146,186

Expenditures and Appropriations

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

Object Number	Description	Actual 2008-09	Budget 2009-10	City Mgr Recommended 2010-11	City Council Adopted 2010-11
4730	Improvements other than Building	0	33,789	25,000	25,000
4740	Machinery & Equipment	136,524	623,987	966,000	966,000
	Total Capital Outlay	136,524	657,776	991,000	991,000
	GRAND TOTAL	2,605,800	2,203,683	2,452,001	2,452,001