

**CITY OF DELANO
TWO YEAR ANNUAL BUDGET, FY 2012 & 2013
MISSION STATEMENT/DEPARTMENT GOALS**

Department: Liability Insurance Program

Fund: 82 Dept: 130

MISSION STATEMENT

To administer the risk management program for liability and fire in a manner that will minimize the City's exposure to risk and control the costs of providing the program.

DEPARTMENT GOALS

- Research and implement a proactive program to address liability issues

CITY OF DELANO
SUMMARY OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
TWO YEAR ANNUAL BUDGET
FUND 82 - LIABILITY INSURANCE - DEPT 130

	Actual 2008-2009	Actual 2009-2010	Adjusted Budget 2010-2011	Estimated Actual 2010-2011	Approved Budget 2011-2012	Approved Budget 2012-2013
FUND BALANCE, JULY 1,	618,712	983,827	1,168,996	1,168,996	1,152,911	895,961
Revenues:						
Investment Earnings	11,670	5,964	8,000	5,998	6,000	6,000
Interdepartmental Charges - Liability	439,400	424,074	480,598	480,598	913,240	922,250
Insurance Settlement	-	196,305	-	28,052	-	-
Miscellaneous Revenues	(24,033)	-	-	6,552	-	-
Total Revenues	427,037	626,343	488,598	521,200	919,240	928,250
Expenditures:						
Salaries & Benefits	21,742	29,367	21,723	13,439	21,000	22,100
Maintenance & Operations	40,180	411,637	624,618	523,846	892,290	900,300
Capital Outlay	-	-	-	-	-	-
Capital Improvements	-	-	-	-	-	-
Debt Service	-	170	-	-	-	-
Total Expenditures	61,922	441,174	646,341	537,285	913,290	922,400
Excess of Revenues Over (Under) Expenditures	365,115	185,169	(157,743)	(16,085)	5,950	5,850
Other Financing Sources (Uses):						
Transfers In -						
Transfers Out - General Fund	-	-	-	-	(262,900)	(262,900)
Total Other Financing Sources (Uses)	-	-	-	-	(262,900)	(262,900)
TOTAL FUND BALANCE	983,827	1,168,996	1,011,253	1,152,911	895,961	638,911

**CITY OF DELANO
FUND 82 - LIABILITY INSURANCE - DEPT 130
REVENUE ESTIMATES**

Acct#	Sources	Actual	Actual	Adjusted	Estimated	Approved	Approved
		2008-2009	2009-2010	Budget 2010-2011	Actual 2010-2011	Budget 2011-2012	Budget 2012-2013
Revenues:							
3500	Investment Earnings	11,670	5,964	8,000	5,998	6,000	6,000
3950-002	Interdepartmental Charges - Liability	439,400	424,074	480,598	480,598	913,240	922,250
3959	Insurance Settlement	-	196,305		28,052		
3960	Miscellaneous Revenue	(24,033)			6,552		
	Total Revenues	427,037	626,343	488,598	521,200	919,240	928,250
Other Financing Sources:							
	Transfers In -						
	Total Other Financing Sources	-	-	-	-	-	-
	Total Revenues and Transfers	427,037	626,343	488,598	521,200	919,240	928,250

CITY OF DELANO
TWO YEAR ANNUAL BUDGET, FY 2012 & 2013
DEPARTMENTAL SUMMARY AND EXPENDITURE DETAIL

Department: Liability Insurance Program

Fund: 82

Dept: 130

DEPARTMENTAL SUMMARY						
Description	Actual Expend. 2008-2009	Actual Expend. 2009-2010	Adjusted Budget 2010-2011	Estimated Actual 2010-2011	Approved Budget 2011-2012	Approved Budget 2012-2013
Salaries & Benefits	21,742	29,367	21,723	13,439	21,000	22,100
Maintenance & Operations	40,180	411,637	624,618	523,846	892,290	900,300
Capital Outlay	-	-	-	-	-	-
Capital Improvements	-	-	-	-	-	-
Debt Service	-	170	-	-	-	-
Other Financing Uses	-	-	-	-	262,900	262,900
Total	61,922	441,174	646,341	537,285	1,176,190	1,185,300

EXPENDITURE DETAIL							
Object No.	Description	Actual Expend. 2008-2009	Actual Expend. 2009-2010	Adjusted Budget 2010-2011	Estimated Actual 2010-2011	Approved Budget 2011-2012	Approved Budget 2012-2013
Salaries and Benefits:							
5110	Salaries-Regular	14,590	21,165	15,044	9,468	13,100	13,700
5115	Regular - Part Time	-	-	-	-	-	-
5120	Salaries-Temporary	-	-	-	-	-	-
5125	After-School Wages	-	-	-	-	-	-
5130	Overtime Pay	-	-	-	-	-	-
5140	Standby Pay	-	-	-	-	-	-
5160	Council/Com Pay	-	-	-	-	-	-
5190	Other Salaries/Benefits	904	904	900	485	900	900
5191	FICA	1,180	1,678	1,220	553	1,100	1,100
5192	Pension	3,370	3,644	2,777	1,770	3,100	3,300
5193	Medical & Life Insurance	1,632	1,874	1,680	1,065	2,700	3,000
5194	Cafeteria/Mgt. Incentive	-	-	-	-	-	-
5195	Workers' Comp	66	102	102	98	100	100
		-	-	-	-	-	-
	Total Salaries & Benefits	21,742	29,367	21,723	13,439	21,000	22,100
M & O							
5200	Administrative Overhead	4,214	2,574	2,618	2,618	2,600	2,600
5201	Electrical	-	-	-	-	-	-
5203	Telephone	-	-	-	-	-	-
5205	Water	-	-	-	-	-	-
5300	Office Supplies	-	-	-	-	-	-
5301	Postage	-	-	-	-	-	-

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DEPARTMENTAL SUMMARY AND EXPENDITURE DETAIL

Department: Liability Insurance Program

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EXPENDITURE DETAIL (Cont'd)							
Object No.	Description	Actual Expend. 2008-2009	Actual Expend. 2009-2010	Adjusted Budget 2010-2011	Estimated Actual 2010-2011	Approved Budget 2011-2012	Approved Budget 2012-2013
M&O (cont'd)							
5302	Printing & Copying	-	-	-	-	-	-
5303	Advertising	-	-	-	-	-	-
5304	Community Promotion	-	-	-	-	-	-
5306	Computer Supplies	-	-	-	-	-	-
5400	Travel, Conf., & Training	-	-	-	-	-	-
5450	Recycling Information	-	-	-	-	-	-
5510	Vehicle M&O - Direct Chrg. Dept.	-	-	-	-	-	-
5514	Share of Cost - City MIS	203	364	348	348	400	400
5532	SEMS Operations	6	7	7	7	-	-
5784	Liability Insurance	24,608	343,445	319,123	350,000	500,300	500,300
5785	Employee Liability Insurance	6,634	-	200,758	100,000	300,000	300,000
5786	Physical Damage	5,103	6,268	6,122	-	5,774	7,000
5790	Property Program Insurance	44,874	54,952	61,596	53,250	63,254	70,000
5792	General Admin Insurance	16,377	15,145	14,046	17,623	19,962	20,000
5794	Retroactive Adjustment	(62,496)	(11,187)	20,000	-	-	-
5809	Bank Service Fees	657	69	-	-	-	-
Total M & O		40,180	411,637	624,618	523,846	892,290	900,300
<u>Capital Outlay</u>							
Total Capital Outlay		-	-	-	-	-	-
<u>Capital Improvement</u>							
Total Capital Improvement		-	-	-	-	-	-
<u>Total Debt Service</u>							
6100	Principal Debt	-	156	-	-	-	-
6102	Interest Debt	-	14	-	-	-	-
Total Debt Service		-	170	-	-	-	-
<u>Other Financing Uses</u>							
7901	Transfer to General Fund	-	-	-	-	262,900	262,900
Total Other Financing Uses		-	-	-	-	262,900	262,900
Department Total		61,922	441,174	646,341	537,285	1,176,190	1,185,300

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SALARIED EMPLOYEES				
Position Title	Number of Positions		Annual Salary	
	PY Approved	Approved	2012 Approved	2013 Approved
Existing Positions:				
Human Resources Director (A)	0.15	0.15	13,100	13,700
(A) .70 to 01-120 Human Resources				
.15 to 82-130 Liability Insurance Program				
.15 to 83-135 Workers' Comp. Program				
Total Existing Positions	0.15	0.15	13,100	13,700
New Positions/Changes:				
Total New Positions/Changes	-	-	-	-
Total Salaried Employees	0.15	0.15	13,100	13,700

Hourly Employees:				
Position Title	Hrly Wage	No. of Hours	Annual Wages	
Total Hourly Employees	-	-	-	-
PERSONNEL RECAP				
		Approved 2010-11	Approved 2011-2012	Approved 2012-2013
Regular		0.15	0.15	0.15
Part-time				