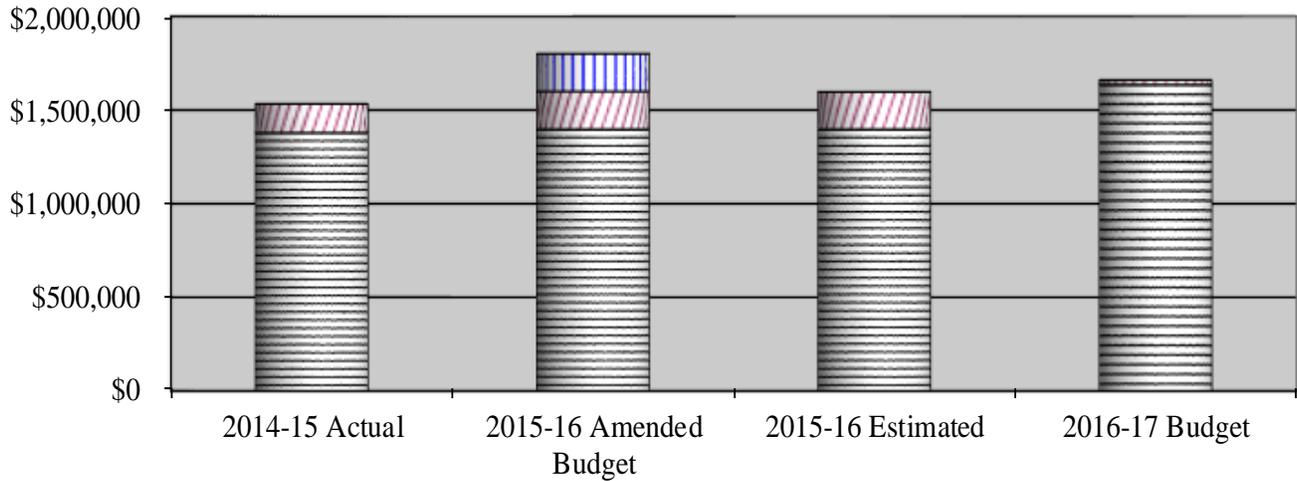


**RISK MANAGEMENT FUND  
REVENUE SUMMARY**

Sources	2014-15 Actual	2015-16 Amended Budget	2015-16 Estimated	2016-17 Budget
Charges for Sales and Services	\$ 1,377,713	\$ 1,396,593	\$ 1,396,593	\$ 1,634,885
Other Revenues	154,805	202,201	199,855	24,659
Other Financing Sources	-	200,326	-	-
<b>Total</b>	<b>\$ 1,532,518</b>	<b>\$ 1,799,120</b>	<b>\$ 1,596,448</b>	<b>\$ 1,659,544</b>



Charges for Sales and Services     
  Other Revenues     
  Other Financing Sources

**RISK MANAGEMENT DEPARTMENT  
INTERNAL SERVICE FUND**

**Statement of Department’s Purpose:**

The purpose of the Risk Management Department is to provide accountability for the City’s self-retention cost portion and for the premiums on the City’s reinsurance program pertaining to workers compensation, property and liability exposures; and to operate a safety program that provides safety training and promotes employee safety with the goal of reducing employee injuries, property damage, and liability exposures in the workplace.

**Departmental Functions:**

Secure and maintain the City’s insurance program; administer all workers compensation, general liability, property and auto claims. Record and track all claims and analyze to determine what actions are necessary to reduce exposures and/or losses. Assess the safety needs of the departments and coordinate the necessary safety training. Periodically conduct inspections to help ensure the safety of employees and customers. Administer the City’s random drug testing program, hearing conservation program and assist in the City’s emergency preparedness plans.

**2016-17 Objectives:**

- Complete a property and casualty insurance policy review through the insurance consultant
- Publish a request for proposal for Liability Insurance Brokers and for Liability Insurance Third Party Administrator
- Revise risk management and safety policies and procedures as the need is identified
- Continue safety awareness and training programs utilizing OSHA guidelines, claims/accident data and employee input to with the goals of employee safety and reducing or holding claims at a minimum
- Develop an insurance program that provides adequate coverage and protection for the City

**Performance Measures Summary:**

Measures	FY 12-13	FY 13-14	FY 14-15
# of employees in department	2	2	2
Self-insured	Yes	Yes	Yes
Amount of general liability coverage	\$11,000,000/\$300,000	\$11,000,000/\$300,000	\$11,000,000/\$300,000
Amount of property coverage	\$80,277,435 Exc 1 mil	\$80,737,959 Exc 1 mil	\$82,010,597 Exc 1 mil
Amount of auto liability coverage	\$700,000/\$300,000	\$700,000/\$300,000	\$700,000/\$300,000
Third Party Administration fees	\$11,000	\$11,000	\$11,000
Total premiums	\$506,703	\$500,369	\$520,736
# of workers compensation claims	48	53	90
\$ value of workers compensation claims	\$27,280	\$284,452	\$163,633
# of lost work days	175	288	413
Value of life insurance provided to employees	1.5 X Salary	1.5 X Salary	1.5 X Salary

**RISK MANAGEMENT DEPARTMENT  
INTERNAL SERVICE FUND**

**Budget Summary:**

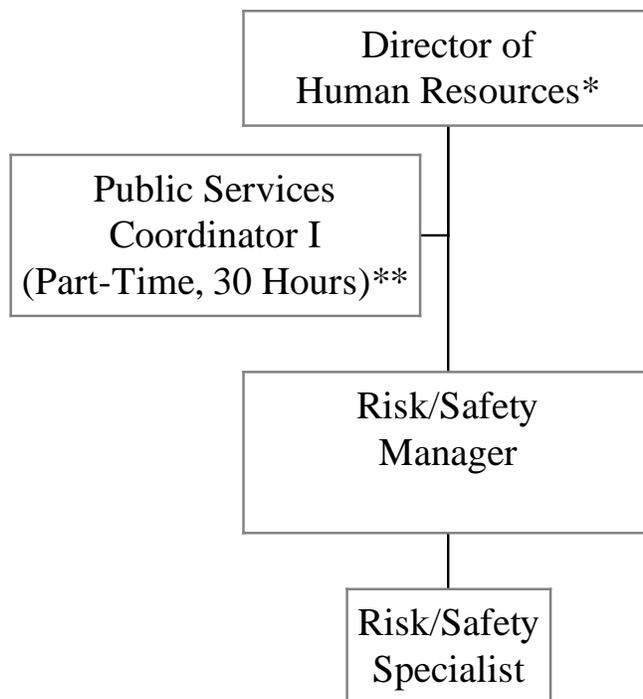
Expenditure Summary	2014-15 Actual	2015-16 Amended Budget	2015-16 Estimated	2016-17 Budget
Personnel	\$ 170,023	\$ 200,901	\$ 205,507	\$ 176,001
Operations	1,120,974	1,598,219	1,659,308	1,483,543
Total	\$ 1,290,997	\$ 1,799,120	\$ 1,864,815	\$ 1,659,544

Personnel Positions	2014-15 Authorized	2015-16 Authorized	2016-17 Authorized	2016-17 Funded
Full Time	2	2	2	2

**Capital Outlay:** None.



# City of Lexington Risk Management



\*Director of Human Resources funded in Human Resources but provides leadership over the departments of Human Resources, Group Insurance and Risk Management.

\*\*Time is split evenly between Human Resources and Risk Management.