Fund Summary

Fund Name : Property & Casualty Fund
Fund No./Bus. Area No. : 1004 / 6500 / 9000

	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
Beginning Fund Balance	71,991	71,991	**71,991**
Current Revenues	33,977,267	33,977,267	**35,743,064**
Total Available Resources	34,049,258	34,049,258	**35,815,055**
Maintenance and Operations	33,977,267	33,977,267	**35,743,064**
Total Expenditures	33,977,267	33,977,267	**35,743,064**
Planned Ending Fund Balance	71,991	71,991	**71,991**
Total Budget	34,049,258	34,049,258	**35,815,055**
Fund Balance Distribution			
Non-Spendable	0	0	**0**
Restricted	71,991	71,991	**71,991**
Committed	0	0	**0**
Assigned	0	0	**0**
Unassigned	0	0	**0**

The information above summarizes the FY2015 Budget, FY2015 Estimate and FY2016 Budget of the Property and Casualty Fund. Also included are the beginning and ending fund balances, total available resources and total expenditures.

The Property and Casualty Fund was established to monitor the financial requirements of the Property and Risk Management Programs. Revenue in this fund is generated from assessed premiums to the other funds. These premiums are based upon projected expenditures. It has two distinct parts: one managed by the Legal Department to account for claims against the City, and one managed by Administration and Regulatory Affairs to account for property insurance costs.

The mission of the Legal Department's portion of the Property and Casualty Fund (Claims and Subrogation, General Litigation, and Labor, Employment and Civil Rights Sections) is to defend against claims and tort lawsuits filed against the City, minimize the City's financial exposure, and file affirmative claims on behalf of the City for property damage and subrogation. The Claims and Subrogation, General Litigation, and Labor, Employment and Civil Rights Sections of the Legal Department are responsible for the investigation and defense of claims against the City, case settlement, and payment of claims and judgments.

The Insurance Management Division of the Administration and Regulatory Affairs Department is responsible for administering all citywide non-health related insurance services including, but not limited to: property, terrorism, boiler and machinery, crime, fine arts, electronic equipment protection, notary, fidelity and surety bond insurance. All risks to the City's assets (except Workers' Compensation, Life, and Long-Term Disability) fall within the scope of this fund.

Goals for the divisions where the activity is accounted for in the Property and Casualty Fund are to:

- manage risk through identification and analysis of exposure to determine level of risk assumption or transfer of risk through commercial insurance for City departments and related agencies;
- procure, monitor, and maintain commercial insurance policies to control and minimize the City's exposure to financial risk;
- maximize commercial insurance claim recoveries;
- reduce the average amount paid per liability claim and civil rights lawsuits filed against the City;
- advise City departments on risk management issues to reduce or eliminate tort claim exposure;
- aggressively defend the City in all matters filed against it to deter meritless lawsuits with exaggerated claims;
- reduce tort claims exposure by working with the Human Resources Department to identify safety problems and educate employees on how to perform their jobs safely to avoid incidents that damage City property, injure employees and third parties;
- identify delinquent accounts owed to the City and increase recoveries on affirmative claims.

Business Area Budget Summary

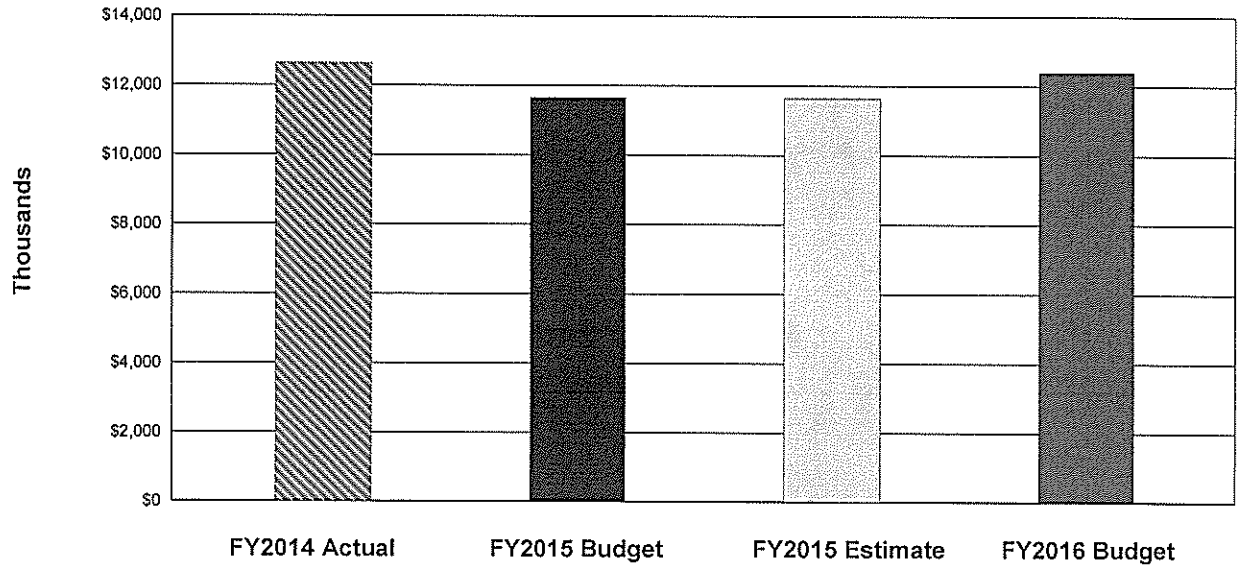
Fund Name : Property & Casualty Fund
Business Area : Administration and Regulatory Affairs
Fund No. /Bus. Area No. : 1004 / 6500

		FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
Expenditures	Personnel Services	623,964	674,299	674,299	**679,953**
	Supplies	1,762	2,977	2,977	**2,977**
	Other Services and Charges	12,016,019	10,982,464	10,982,464	**11,724,512**
	Non-Capital Equipment	6,992	0	0	**0**
	Total M & O Expenditures	12,648,737	11,659,740	11,659,740	**12,407,442**
	Debt Service & Other Uses	0	0	0	**0**
	Total Expenditure	12,648,737	11,659,740	11,659,740	**12,407,442**
Revenues		12,648,737	11,659,740	11,659,740	**12,407,442**
Staffing	Full-Time Equivalents - Civilian	5.0	5.0	5.0	**5.0**
	Full-Time Equivalents - Classified	0.0	0.0	0.0	**0.0**
	Full-Time Equivalents - Cadets	0.0	0.0	0.0	**0.0**
	Total	5.0	5.0	5.0	**5.0**
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	**0.0**

Significant Budget Changes and Highlights

- The FY2016 Budget provides funding for health benefits and pension contribution.
- FY2016 includes Property Insurance decreased by $2.2M due to adjustment of insured property values and anticipated favorable insurance market fluctuation.
- Property Insurance includes a 5% rate increase, 2.5% insured property value inflation factor and $293.1M new CIP projects.
- Terrorism Insurance budget decreased by $223,000 due to adjustment of insued property values and anticipated favorable insurance market fluctuation.
- Boiler & Machinery Insurance budget decreased by $124,000 due to new multi-year policy pricing.
- Insurance Administration Fees budget decreased by $278,000 due to new contract pricing.

Property & Casualty Fund
Administration and Regulatory Affairs
Expenditure Summary



Division Summary

Fund Name : Property & Casualty Fund
Business Area : Administration and Regulatory Affairs
Fund No. /Bus Area No. : 1004 / 6500

Division Description	FY2014 Actual FTEs	FY2014 Actual Costs $	FY2015 Estimate FTEs	FY2015 Estimate Costs $	FY2016 Budget FTEs	FY2016 Budget Costs $
Accounting Services Group 650005						
Administers all non-health related insurance to the City and associated groups including, but not limited to: property, terrorism, boiler and machinery, crime, fine arts, electronic equipment protection, fidelity, surety, inland marine, and Notary Public program.	5.0	12,648,737	5.0	11,659,740	**5.0**	**12,407,442**
Total	5.0	12,648,737	5.0	11,659,740	5.0	12,407,442

Business Area Roster Summary

Fund Name : Property & Casualty Fund
Business Area : Administration and Regulatory Affairs
Fund No./Bus. Area No. : 1004 / 6500

Job Description	Pay Grade	FY2015 Current Budget FTE	FY2016 Budget FTE	Change
ADMINISTRATIVE SPECIALIST	20	1.0	1.0	0.0
ASSISTANT DIRECTOR (EXEC)	32	1.0	1.0	0.0
SENIOR STAFF ANALYST	28	2.0	2.0	0.0
STAFF ANALYST	26	1.0	1.0	0.0
Total FTEs		**5.0**	**5.0**	**0.0**
Less Adjustment for Civilian Vacancy Factor		**0.0**	**0.0**	**0.0**
Full-Time Equivalents		**5.0**	**5.0**	**0.0**

Business Area Revenue Summary

Fund Name : Property & Casualty Fund
Business Area : Administration and Regulatory Affairs
Fund No./Bus. Area No. : 1004 / 6500

Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
6500050003	ARA - Insurance Management			
424070	Interfund Legal Services	11,659,740	11,659,740	12,407,442
Total	Administration and Regulatory Affairs	11,659,740	11,659,740	12,407,442

Business Area Expenditure Summary

Fund Name : Property & Casualty Fund
Business Area : Administration and Regulatory Affairs
Fund No./Bus. Area No. : 1004 / 6500

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
500010	Salary Base Pay - Civilian	415,660	440,121	440,121	440,619
501070	Pension - Civilian	97,206	111,614	111,614	120,553
502010	FICA - Civilian	30,022	33,366	33,366	33,264
503010	Health Ins-Act Civilian	73,322	75,407	75,407	71,560
503015	Basic Life Insurance - Active Civilian	242	256	256	257
503050	Health/Life Insurance - Retiree Civilian	5,951	8,000	8,000	8,000
503060	Long Term Disability-Civilian	424	425	425	425
503090	Workers Compensation-Civilian-Admin	1,039	1,310	1,310	1,475
503100	Workers Compensation-Civilian-Claim	98	3,800	3,800	3,800
Total	**Personnel Services**	**623,964**	**674,299**	**674,299**	**679,953**
511045	Computer Supplies	553	600	600	600
511050	Paper & Printing Supplies	287	737	437	537
511055	Publications & Printed Materials	266	400	400	600
511060	Postage	37	240	240	240
511070	Miscellaneous Office Supplies	619	1,000	1,300	1,000
Total	**Supplies**	**1,762**	**2,977**	**2,977**	**2,977**
520100	Temporary Personnel Services	0	33,000	33,000	33,000
520109	Medical Dental & Laboratory Services	32	96	96	96
520110	Management Consulting Services	0	40,000	40,000	40,000
520115	Real Estate Lease/Office Rental	0	17,916	17,916	17,916
520121	IT Application Svcs	0	5,213	5,213	6,068
520510	Mail/Delivery Services	0	200	200	200
520515	Print Shop Services	30	2,330	2,330	2,330
520605	Advertising Services	2,184	3,200	3,200	3,200
520705	Insurance Fees	11,622,703	10,575,888	10,575,888	11,319,208
520765	Membership & Professional Fees	715	780	780	910
520770	Insurance Administration Fees	241,870	156,799	156,799	122,250
520805	Education & Training	460	3,430	3,430	3,000
520905	Travel - Training Related	540	3,900	3,900	3,900
520910	Travel - Non-Training Related	2,546	6,000	6,000	6,000
521305	Indirect Cost Recovery Payment	138,617	119,758	119,758	150,972
521605	Data Services	424	450	450	1,626
521610	Voice Services	212	0	0	0
521630	GIS Revolving Fund Services	357	738	738	671
521635	Voice Services -Wireless	191	2,300	2,300	2,455
521730	Parking Space Rental	0	3,144	3,144	3,144
522205	Metro Commuter Passes	1,160	1,638	1,638	1,638
522721	Interfund HR Client Services	3,784	5,452	5,452	5,645
522722	KRONOS Service Chargeback	194	232	232	283
Total	**Other Services and Charges**	**12,016,019**	**10,982,464**	**10,982,464**	**11,724,512**
551010	Non-Cap Office Furniture & Equipment	6,992	0	0	0
Total	**Non-Capital Equipment**	**6,992**	**0**	**0**	**0**
Grand Total Expenditures		**12,648,737**	**11,659,740**	**11,659,740**	**12,407,442**

Business Area Budget Summary

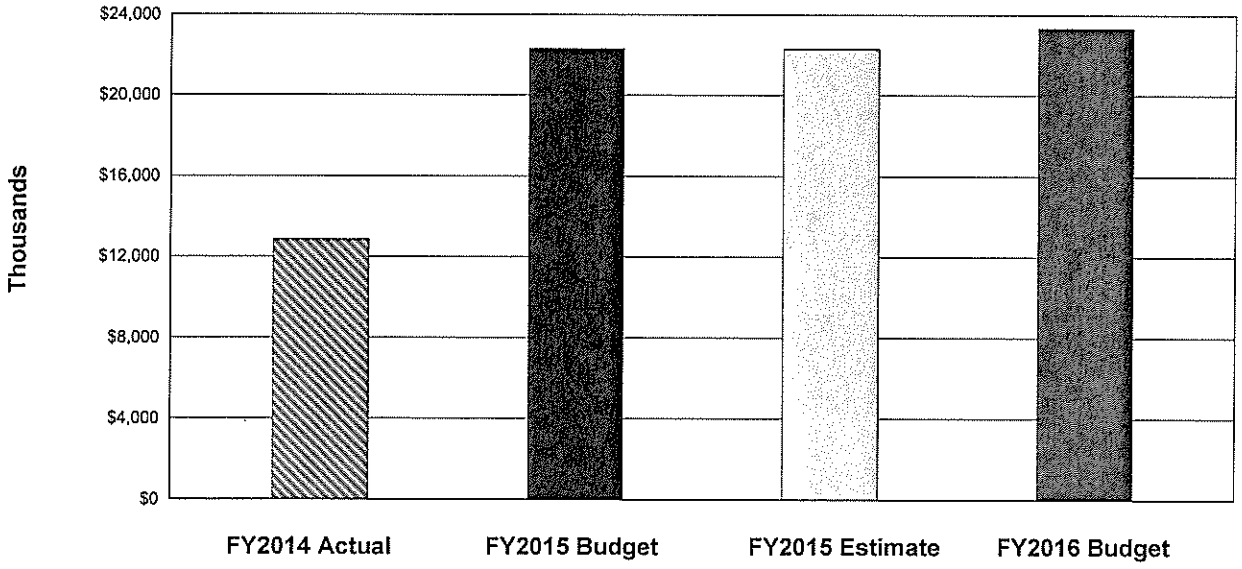
Fund Name : Property & Casualty Fund
Business Area : Legal
Fund No. /Bus. Area No. : 1004 / 9000

		FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
Expenditures	Personnel Services	6,733,749	7,512,420	7,512,420	**7,960,732**
	Supplies	120,629	146,118	146,118	**154,000**
	Other Services and Charges	5,976,109	14,658,989	14,658,989	**15,220,890**
	Non-Capital Equipment	20,120	0	0	**0**
	Total M & O Expenditures	12,850,607	22,317,527	22,317,527	**23,335,622**
	Debt Service & Other Uses	0	0	0	**0**
	Total Expenditure	12,850,607	22,317,527	22,317,527	**23,335,622**
Revenues		12,850,607	22,317,527	22,317,527	**23,335,622**
Staffing	Full-Time Equivalents - Civilian	50.5	54.0	54.0	**55.5**
	Full-Time Equivalents - Classified	0.0	0.0	0.0	**0.0**
	Full-Time Equivalents - Cadets	0.0	0.0	0.0	**0.0**
	Total	50.5	54.0	54.0	**55.5**
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	**0.0**

Significant Budget Changes and Highlights

- The FY2016 Budget provides funding for health benefits and pension contribution.
- The budget for claims, settlements and judgments is $12.7M which represents 54% of the total budget.
- The budget provides for increases in the expert witness and legal services accounts relating to the department's aggressive pursuit of potentially significant damages in several lawsuits where the City is the Plaintiff.

Property & Casualty Fund
Legal
Expenditure Summary



Business Area Performance Measures

Fund Name : Property & Casualty Fund
Business Area : Legal
Fund No. /Bus. Area No. : 1004 / 9000

Performance Measure	Priority	FY2014 Actual	FY2015 Budget	FY2015 Estimate	FY2016 Budget
EEOC and TX Workforce Commission Matters Handled	J,F	345	350	322	350
Funds Recovered -- Affirmative Collections	F,Q,I,J	$5,651,602	$4,500,000	$4,600,000	$2,000,000
Liability Claims Closed without Payment	F,P,J	983	800	925	800
Liability Claims Processed	F,P,J	1,306	1,100	1,074	1,100
Expenditures Budget vs Actual Utilization	F	59%	100%	100%	100%
Revenues Budget vs Actual Utilization	F	59%	100%	100%	100%

Mayor's Five Priorities: Jobs and Sustainable Development (J) Public Safety (P) Infrastructure (I)
Fiscal Responsibility (F) Quality of Life (Q)

Division Summary

Fund Name : Property & Casualty Fund
Business Area : Legal
Fund No. /Bus Area No. : 1004 / 9000

Division Description	FY2014 Actual FTEs	FY2014 Actual Costs $	FY2015 Estimate FTEs	FY2015 Estimate Costs $	FY2016 Budget FTEs	FY2016 Budget Costs $
LGL - Staff Administration Section 900001						
Captures personnel costs associated with broad oversight of all the litigation sections and activities related to those sections as well as special projects as they relate to risk management.	1.0	392,409	3.0	531,395	**3.0**	**538,949**
LGL - General Litigation Section 900002						
Responsible for litigation related to animal law, annexation, bankruptcy, building and standards commission appeals, code enforcement, collections, constitutional challenges to ordinances, contract disputes, election contests, environmental, Federal False Claims Act, forcible entry and detainer, intergovernmental disputes, inverse condemnation, probate, Private Real Property Preservation Act and more.	23.0	3,129,667	23.7	3,478,053	**24.7**	**3,707,691**
LGL - Labor, Emply. & Civil Rights Section 900005						
Responsible for representing the City on all labor, employment and civil rights lawsuits.	16.8	2,178,219	17.3	2,430,634	**17.8**	**2,573,850**
LGL - Claims & Subrogation Section 900010						
Responsible for liability tort claims, subrogation matters and general affirmative claim matters at the claim stage.	9.7	1,059,166	10.0	1,115,071	**10.0**	**1,188,885**
LGL - Litigation Costs Section 900012						
Captures costs directly related to the payment of claims and judgments including legal services and other services.	0.0	6,091,146	0.0	14,762,374	**0.0**	**15,326,247**
Total	**50.5**	**12,850,607**	**54.0**	**22,317,527**	**55.5**	**23,335,622**

Business Area Roster Summary

Fund Name : Property & Casualty Fund
Business Area : Legal
Fund No./Bus. Area No. : 1004 / 9000

Job Description	Pay Grade	FY2015 Current Budget FTE	FY2016 Budget FTE	Change
ADMINISTRATIVE ASSISTANT	17	1.0	2.0	1.0
ADMINISTRATIVE SPECIALIST	20	1.0	1.0	0.0
ASSISTANT CITY ATTORNEY I	24	3.0	4.0	1.0
ASSISTANT CITY ATTORNEY II	27	1.0	0.0	(1.0)
EXECUTIVE STAFF ANALYST (EXE LEV)	30	1.0	1.0	0.0
FIRST ASSISTANT CITY ATTORNEY	37	2.0	2.0	0.0
PARALEGAL I	12	4.0	3.0	(1.0)
SENIOR ASSISTANT CITY ATTORNEY I	32	5.0	4.0	(1.0)
SENIOR ASSISTANT CITY ATTORNEY II	35	19.0	21.0	2.0
SENIOR ASSISTANT CITY ATTORNEY,SECTION CHIEF	35	2.0	2.0	0.0
SENIOR CLAIMS COORDINATOR	21	4.0	4.0	0.0
SENIOR LEGAL WORD PROCESSOR	13	4.0	2.0	(2.0)
SENIOR PARALEGAL	19	8.0	10.0	2.0
Total FTEs		**55.0**	**56.0**	**1.0**
Less Adjustment for Civilian Vacancy Factor		**1.0**	**0.5**	**(0.5)**
Full-Time Equivalents		**54.0**	**55.5**	**1.5**

Business Area Revenue Summary

Fund Name : Property & Casualty Fund
Business Area : Legal
Fund No./Bus. Area No. : 1004 / 9000

Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
9000010001	**LGL - General Admin of Dept**			
424070	Interfund Legal Services	526,049	531,395	538,949
9000020001	**LGL - Genl Litigation**			
424070	Interfund Legal Services	3,420,862	3,478,053	3,707,691
9000050001	**LGL - Labor,Employ, Civ. Rights**			
424070	Interfund Legal Services	2,502,527	2,430,634	2,573,850
9000100001	**LGL - Claims & Subrog.**			
424070	Interfund Legal Services	1,147,990	1,115,071	1,188,885
9000120001	**LGL - Litigation Costs**			
424070	Interfund Legal Services	14,720,099	14,762,374	15,326,247
Total	**Legal**	**22,317,527**	**22,317,527**	**23,335,622**

Business Area Expenditure Summary

Fund Name : Property & Casualty Fund
Business Area : Legal
Fund No./Bus. Area No. : 1004 / 9000

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
500010	Salary Base Pay - Civilian	4,816,014	5,213,098	5,213,098	**5,464,532**
500110	Bilingual Pay - Civilian	904	904	904	**904**
501070	Pension - Civilian	1,126,833	1,322,042	1,322,042	**1,495,093**
501120	Termination Pay - Civilian	44,859	100,000	100,000	**100,000**
502010	FICA - Civilian	341,571	370,217	370,217	**380,970**
503010	Health Ins-Act Civilian	356,588	435,297	435,297	**446,046**
503015	Basic Life Insurance - Active Civilian	2,779	3,050	3,050	**3,197**
503050	Health/Life Insurance - Retiree Civilian	20,766	38,000	38,000	**38,000**
503060	Long Term Disability-Civilian	4,352	4,633	4,633	**4,718**
503090	Workers Compensation-Civilian-Admin	10,631	14,279	14,279	**16,372**
504030	Unemployment Claims - Administration	8,452	10,900	10,900	**10,900**
Total	**Personnel Services**	**6,733,749**	**7,512,420**	**7,512,420**	**7,960,732**
511045	Computer Supplies	33,940	52,600	52,600	**56,000**
511050	Paper & Printing Supplies	7,000	6,800	6,800	**7,000**
511055	Publications & Printed Materials	57,320	62,000	62,000	**65,000**
511060	Postage	5,674	7,918	7,918	**8,000**
511070	Miscellaneous Office Supplies	16,695	16,800	16,800	**18,000**
Total	**Supplies**	**120,629**	**146,118**	**146,118**	**154,000**
520107	Computer Info/Contr	5,924	7,000	7,000	**50,000**
520108	Information Resource Services	17,233	22,000	22,000	**25,000**
520110	Management Consulting Services	2,689	0	0	**0**
520114	Miscellaneous Support Services	183,423	176,000	176,000	**178,000**
520119	Computer Eq/SW Mnt	39,029	35,000	35,000	**35,000**
520121	IT Application Svcs	0	14,191	14,191	**15,630**
520133	Private Investigative Services	12,817	32,100	32,100	**32,560**
520510	Mail/Delivery Services	5,290	5,300	5,300	**6,300**
520515	Print Shop Services	117	380	380	**500**
520520	Printing & Reproduction Services	276,813	73,500	73,500	**75,000**
520740	Document Recording/Filing Fees	45,090	38,792	38,792	**39,000**
520765	Membership & Professional Fees	10,651	10,900	10,900	**11,400**
520805	Education & Training	13,241	18,800	18,800	**24,700**
520905	Travel - Training Related	4,849	8,560	8,560	**9,400**
520910	Travel - Non-Training Related	5,300	6,500	6,500	**10,800**
521605	Data Services	1,109	4,143	4,143	**16,730**
521610	Voice Services	1,226	2,137	2,137	**1,864**
521620	Voice Equipment	0	923	923	**278**
521625	Voice Labor	0	1,170	1,170	**1,804**
521630	GIS Revolving Fund Services	2,112	2,974	2,974	**4,503**
521635	Voice Services -Wireless	5,686	5,823	5,823	**2,658**
521715	Office Equipment Rental	7,278	10,000	10,000	**10,000**
521730	Parking Space Rental	34,610	37,000	37,000	**37,000**
521905	Legal Services	1,854,592	662,641	662,641	**700,000**
521910	Legal Svcs - Crt Report	136,300	135,000	135,000	**160,000**
521915	Legal Svcs - Atty Fee	136,405	100,000	100,000	**100,000**
521920	Legal Svcs -Med Svcs	18,695	19,300	19,300	**22,000**
521925	Legal Svcs -Ex Wit	164,381	827,580	827,580	**800,000**
521935	Legal Svcs -Claims	803,983	900,000	900,000	**900,000**

Business Area Expenditure Summary

Fund Name : Property & Casualty Fund
Business Area : Legal
Fund No./Bus. Area No. : 1004 / 9000

Commit Item	Description	FY2014 Actual	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
521940	Legal Svcs -Judgemt	116,450	2,128,144	2,128,144	**3,000,000**
521945	Legal Svcs -Settleme	1,975,456	9,224,554	9,224,554	**8,800,000**
521950	Legal Svcs -Doc Rec	87,805	137,119	137,119	**138,000**
522205	Metro Commuter Passes	1,103	2,406	2,406	**2,400**
522420	Petty Cash/Change Special Fund	156	207	207	**300**
522430	Misc Othr Svcs & Chrg	4,357	5,590	5,590	**6,000**
522721	Interfund HR Client Services	0	840	840	**1,122**
522722	KRONOS Service Chargeback	1,939	2,415	2,415	**2,941**
Total	**Other Services and Charges**	**5,976,109**	**14,658,989**	**14,658,989**	**15,220,890**
551015	Non-Capital Computer Equipment	20,120	0	0	**0**
Total	**Non-Capital Equipment**	**20,120**	**0**	**0**	**0**
Grand Total Expenditures		**12,850,607**	**22,317,527**	**22,317,527**	**23,335,622**