ANNUAL

SELF-INSURANCE CLAIM FUND





Public Utility Board

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DEPARTMENT OF PUBLIC UTILITIES
CITY OF TACOMA

CITY OF TACOMA, WASHINGTON DEPARTMENT OF PUBLIC UTILITIES

SELF-INSURANCE CLAIM FUND

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FINANCIAL DATA

MANAGEMENT DISCUSSION AND ANALYSIS

The following discussion and analysis of the financial performance of the Self-Insurance Fund provides an overview of the financial activities for the years ended December 31, 2014 and 2013. The information presented here should be read in conjunction with the financial statements as a whole, including the footnotes and other supplementary information that is provided.

Overview of the Financial Statements

The City of Tacoma Finance Department and the management of the Self-Insurance Fund are responsible for preparing the accompanying financial statements and for their integrity. The statements were prepared in accordance with generally accepted accounting principles applied on a consistent basis and include amounts that are based on management's best estimates and judgments.

The basic financial statements, presented on a comparative basis for the years ended December 31, 2014 and 2013, include Statements of Net Position, Statements of Revenues, Expenses and Changes in Net Position, and Statements of Cash Flows. The Statements of Net Position present information on all of the Fund's assets and liabilities, with the difference between the two reported as net position. The Statements of Revenues, Expenses, and Changes in Net Position report all of the revenues and expenses during the time periods indicated. The Statements of Cash Flows provide information on cash receipts and disbursements during the year and report changes in cash resulting from operations, investing and financing activities.

The notes to the financial statements, presented at the end of the basic financial statements, provide additional disclosures that are essential to a full understanding of the data provided in the financial statements. They are an integral part of the Fund's presentation of financial position, results of operations, and changes in cash flows.

Management has established and maintains a system of internal control that provides reasonable assurance as to the integrity and reliability of the financial statements, the protection of assets from unauthorized use or disposition and the prevention and detection of fraudulent financial reporting. The system of internal control provides for appropriate division of responsibility and is documented by written policies and procedures. The concept of reasonable assurance is based on the recognition that the cost of a system of internal control should not exceed the benefits derived.

Financial Statement Analysis

The Fund is reporting a net loss of \$547,000 in 2014 compared to net loss of \$1.1 million recorded in 2013. Total revenues increased by \$29,000 and total expenses decreased by \$562,000 for the year.

In 2013, the Fund reported a net loss of \$1.1 million compared to a net gain of \$177,000 in 2012. Total revenues decreased \$1.5 million and total expenses decreased \$171,000 for the year.

Selected Financial Information

(in thousands)

Category	2012	2013	2014
Premiums Interest Total Income Total Expenses Change in Net Begitian (Net Income)	\$2,470 <u>79</u> 2,549 <u>2,372</u>	\$1,040 <u>24</u> 1,064 <u>2,202</u> (\$1,138)	\$1,040 <u>53</u> 1,093 <u>1,640</u>
Change in Net Position (Net Income) Current Assets Accounts Payable Claims Other Liabilities Total Liabilities (Current) Total Net Position	\$177 \$5,360 3,351 91 3,442 \$1,918	(\$1,138) \$5,682 4,860 <u>42</u> <u>4,902</u> \$780	(\$547) \$6,227 5,939 55 5,994 \$233

Revenues

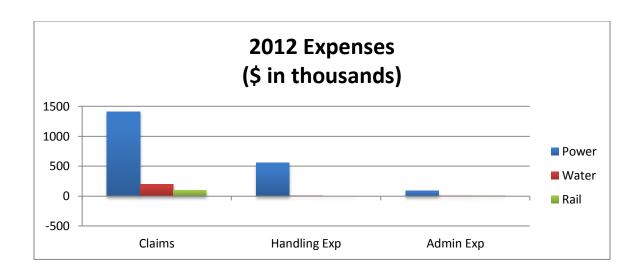
Self-Insurance fund revenues are contributions from the Power, Water and Rail funds and the interest earned. Total revenues were \$1.1 million for both 2014 and 2013.

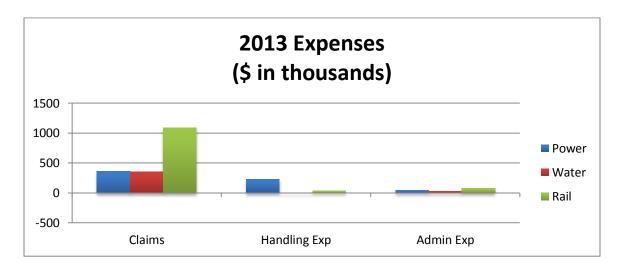
Total revenues in 2013 were \$1.1 million, a decrease of \$1.5 million compared to \$2.5 million in 2012. The decrease was primarily due to a one time transfer from Tacoma Power and Water in 2012.

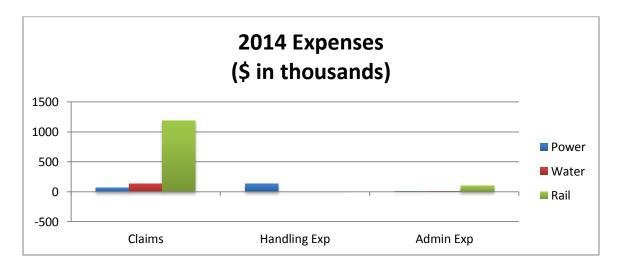
Expenses

Self-Insurance fund expenses include claims and handling expenses paid during the year, adjustments to accrued claims and administrative expenses. Support Services claims and handling expenses are allocated to Power and Water only and based on each fund's percentage of combined claims and handling expense for the year. Administrative expenses are allocated to Power, Water and Rail funds based on each fund's percentage of total claims paid for the year.

Total expenses in 2014, 2013 and 2012 were \$1.6 million, \$2.2 million and \$2.4 million respectively. The increase or decrease in expenses from year to year is primarily due to adjustments in expected future developments accrued by the Fund. Negative claims expense is generally the result of adjustments to the liability where expected claims were accrued in one year and subsequently denied or revised the next year.







Self-Insurance Claims

Claims paid by the Fund generally fall into four distinct categories. The following table illustrates the impact the various types of claims had on the Fund in 2014, 2013, and 2012.

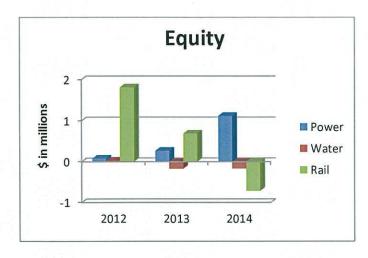
Category	2012	2013	2014
Non-Vehicular			
(Bodily Injury/Property Damage)	\$360,233	\$354,388	\$229,814
Vehicular	40400=	00 700	0= ==4
(Bodily Injury/Property Damage) Hazardous Waste	124,827	62,736	65,571
(Environmental)	-	_	-
,			
Contract/Harassment	-	-	-
Total Claims Paid	\$485,060	\$417,124	\$295,385

This table compares the balances that have been accrued as accounts payable claims at year-end 2014, 2013, and 2012 for these same four categories.

Category	2012	2013	2014
Non-Vehicular			
(Bodily Injury/Property Damage) Vehicular	\$3,079,997	\$4,822,721	\$5,910,240
(Bodily Injury/Property Damage) Hazardous Waste	61,813	27,250	28,981
(Environmental)	-	-	-
Contract/Harassment	209,548	9,548	-
Total Accrued Accounts Payable Claims	\$3,351,358	\$4,859,519	\$5,939,221

Equity

The Fund's equity at the end of 2014 is \$233,000 compared to \$780,000 in 2013 and \$1.9 million in 2012. The following graph provides a visual presentation as to how the Fund's equity is shared.



Summary

This financial report is designed to provide our citizens, taxpayers, customers, and investors and creditors with a general overview of the Self-Insurance Fund's finances and to show accountability for the money it receives. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Division Manager of Utilities Accounting, 3628 South 35th Street, Tacoma, Washington, 98409.

Andrew Cherullo

Finance Director

William A. Gaines

Director of Utilities/CEO

STATEMENTS OF NET POSITION - DECEMBER 31, 2014 AND DECEMBER 31, 2013

ASSETS	2014	2013
CURRENT Cash and Equity in Pooled Investments Interdivision Receivable	\$6,227,388 —	\$5,681,826
TOTAL ASSETS	\$6,227,388	\$5,681,826
NET POSITION AND LIABILITI	ES	
NET POSITION Restricted:		
Interfund Contributions	\$232,947	\$779 , 757
TOTAL NET POSITION	232,947	779 , 757
CURRENT LIABILITIES		
Accounts Payable Claims	5,939,221	4,859,519
Accounts Payable Claims Handling	42,864	34,125
Interdivision Payable	12,356	8,425
TOTAL LIABILITIES	5,994,441	4,902,069

The accompanying notes are an integral part of these financial statements.

\$6,227,388

\$5,681,826

TOTAL NET POSITION AND LIABILITIES

STATEMENTS OF REVENUES, EXPENSES AND CHANGES IN NET POSITION DECEMBER 31, 2014 AND DECEMBER 31, 2013

	DECEMBER 2014	DECEMBER 2013
INCOME		
Premiums	\$86 , 667	\$86 , 667
Interest	7,744	4,166
TOTAL INCOME	94,411	90,833
EXPENSES		
Claims	1,086,217	1,827,029
Litigation Expense and Settlements	35,768	34,573
Incidental and Administrative Expense	12,356	8,424
TOTAL EXPENSES	1,134,341	1,870,026
CHANGE IN NET POSITION	(\$1,039,930)	(\$1,779,193)
TOTAL NET POSITION - JANUARY 1		
TOTAL NET POSITION - DECEMBER 31		

The accompanying notes are an integral part of these financial statements.

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DECEMBER 2014	DECEMBER 2013	2014/2013 	PERCENT CHANGE
\$1,040,004	\$1,040,004	\$ -	-
52,827	23,559	29 , 268	124.2%
1,092,831	1,063,563	29,268	2.8%
1 275 007	1 017 205	(442, 100)	24.20
1,375,087 134,293	1,817,285 248,952	(442 , 198) (114 , 659)	-24.3% -46.1%
130,261	135,356	(5,095)	-3.8%
1,639,641	2,201,593	(561,952)	-25.5%
(546,810)	(1,138,030)	591,220	52.0%
779,757	1,917,787	(1,138,030)	
\$232,947	\$779 , 757	(\$546,810)	

EQUITY DISTRIBUTION AS OF DECEMBER 31, 2014

_	TACOMA POWER	TACOMA WATER	TACOMA RAIL	TOTAL
Balance January 1, 2014	\$264,676	(\$171 , 949)	\$687,030	\$779 , 757
Contributions (Premiums)	810,000	180,000	50,004	\$1,040,004
Claims (1)	(66,874)	(132,147)	(1,188,842)	(\$1,387,863)
Claims Handling Expense	(134,293)	-	-	(\$134,293)
Administrative Expenses (2)	(9,504)	(6,243)	(101,738)	(\$117,485)
Interest Income (3)	253,402	(38,227)	(162,348)	\$52 , 827
Balance December 31, 2014	\$1,117,407	(\$168,566)	(\$715 , 894)	\$232 , 947
GASB 10 Adjustments (4)	(1,117,407)	168,566	715,894	(232,947)
Adj Balance, December 31, 2014	_	_	_	

- (1) Service divisions' claims of \$12,776 have been deducted from this area.
- (2) Service divisions' claims and handling of \$12,776 have been added to Administrative expenses. These costs have been allocated to Power and Water divisions based on the ratio of claims activity to date. Service division does not provide support to Rail.
- (3) Interest income has been allocated to each division in the same ratio as its fund balance at January 1, plus contributions and expenses to date.
- (4) Tacoma Power, Water and Rail divisions have adjusted year-end balances to include their share of the equity in the Self Insurance Fund.

STATEMENTS OF CASH FLOWS

	YEAR TO DATE		
	DECEMBER 31,	DECEMBER 31,	
	2014	2013	
CASH FLOWS FROM OPERATING ACTIVITIES			
Premiums Received	\$1,040,004	\$1,040,004	
Claims Paid	(295,385)	(417,124)	
Administrative and Other Expenses	(251,884)	525 , 862	
Net Cash Provided by			
Operating Activities	492,735	1,148,742	
CASH FLOWS FROM FINANCING ACTIVITIES			
Interest Received	52 , 827	23 , 559	
Net Cash Provided by			
Financing Activities	52 , 827	23,559	
Net Increase in Cash and			
Equity in Pooled Investments	545,562	1,172,301	
Garle and Frenches in Barland			
Cash and Equity in Pooled	F 601 006	4 500 505	
Investments at January 1	5,681,826	4,509,525	
Cash and Equity in Pooled			
Investments at December 31	\$6,227,388	\$5,681,826	

	YEAR T	O DATE
	DECEMBER 31,	DECEMBER 31,
	2014	2013
Reconciliation of Operating Income to Net Cash Provided by Operating Activities:		
Net Income	(\$546,810)	(\$1,138,030)
Adjustments to Reconcile Operating Income to Net Cash Provided By Operating Activities:		
Interest Income	(52,827)	(23,559)
Adjustments to Reconcile Net Income to Net Cash Provided by (Used in) Operating Activities:		
Interdivision Receivable	_	850,000
Interdivision Payable	3,931	(1,678)
Accounts Payable Claims	1,079,702	1,508,161
Accounts Payable Claims Handling	8,739	(46,152)
Total Adjustments	1,039,545	2,286,772
Net Cash Provided by Operating Activities	\$492,735	\$1,148,742

NOTES TO FINANCIAL STATEMENTS

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The Self-Insurance Claim Fund was established in 1979 by City of Tacoma Ordinance No. 21863. Its purpose is to account for all monetary transactions required to carry out a self-insurance program for Tacoma Power and Tacoma Water of the City of Tacoma, Department of Public Utilities. Its first year of full operation was 1981. In November 1985, under the terms of City of Tacoma Ordinance No. 23513, Tacoma Rail became a participant in the self-insurance program.

Insurance Coverage. In 1994 with insurance prices becoming more reasonable, all divisions again elected to purchase insurance for third party liability losses to which they may be exposed. Coverage levels are \$60.0 million for Tacoma Power and Tacoma Water with a \$1.5 million retention and \$100.0 million aggregate coverage with a \$50 million limit per occurrence for Tacoma Rail with \$1.0 million retention. The policies for Tacoma Power, Tacoma Water, Tacoma Rail and Public Officials coverage are "occurrence based" type policies. Additionally, all divisions now have Public Officials Liability Insurance; coverage is \$1.3 million for each wrongful act with \$2.6 million aggregate coverage with a \$200,000 retention level for each wrongful act. The Department has also purchased "All Risk" property damage insurance. Coverage applies to select properties, vehicles and equipment.

Basis of Financial Statements. The Self-Insurance Fund is an Internal Service Fund of the City of Tacoma operated by the Department of Public Utilities.

Cash and Equity in Pooled Investments. The Fund's cash balances are a deposit with the City Treasurer's Tacoma Investment Pool (TIP) for the purpose of maximizing interest earnings through pooled investment activities. Cash and equity in pooled investments in the TIP are reported at fair value and changes in unrealized gains and losses are recorded in the Statements of Revenues, Expenses and Changes in Net Position. Interest earned on such pooled investments is allocated daily to the participating funds based on each fund's daily equity in the TIP.

The TIP operates like a demand deposit account in that all City departments, including the Fund, have fund balances which are their equity in the TIP. Accordingly, balances are considered to be cash equivalents.

The City of Tacoma Investment Policy permits legal investments as authorized by state law including Certificates of Deposit with qualified public depositories (as defined in Chaper 39.58 of the Revised Code of Washington (RCW)), obligations of the U.S. Treasury, Government Sponsored Agencies and Instrumentalities, bonds issued by Washington State and its Local Governments with an A or better rating, general obligation bonds issued by any State or Local Government with an A or better rating, Bankers' Acceptances, Commercial Paper, Repurchase and Reverse Repurchase agreements, and the Washington State Local Government Investment Pool (LGIP). Daily liquidity requirement to meet the City's daily obligations is maintained by investing a portion of the City's Investment Pool in the WA State LGIP and/or a Municipal Investor interest bearing demand deposit account maintained with U.S. Bank.

The Fund's equity in that portion of the City of Tacoma Investment Pool held in qualified public depositories at December 31, 2014 and 2013 is entirely covered by the Federal Deposit Insurance Corporation (FDIC) and the Washington State Public Deposit Protection Commission (WSPDPC).

SELF-INSURANCE CLAIM FUND NOTES TO FINANCIAL STATEMENTS (continued)

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, longer term investments have greater exposure to changes in market interest rates. The City of Tacoma investment policy allows for authorized investments up to 60 months to maturity. One way the City manages its exposure to interest rate risk is by timing cash flows from maturities so that portions of the portfolio are maturing over time to provide cash flow and liquidity needed for operations.

Incurred but Not Reported (IBNR). The Fund uses accrual basis of accounting for recognizing not only claims that have been asserted where probable loss is estimable but also cases where incidents have occurred but where claims have not been reported. For incurred but not reported incidents, a reasonable estimate has been made of the potential expense where it appears probable that a claim will be asserted.

Reclassifications. Changes have been made to prior year account classifications as needed to conform to the current year presentation format.

NOTE 2 PENDING LEGAL ACTIONS AND CLAIMS FOR WHICH THE EXPOSURE TO LIABILITY MAY EXCEED \$300,000 PER OCCURRENCE.

<u>Miscellaneous</u>. Tacoma Public Utilities has received several miscellaneous claims that either do not allege significant amounts, or that the Legal Department has determined do not pose a risk of liability to the utilities.

STATISTICAL DATA

CLAIMS STATISTICS SUMMARY - DECEMBER 31, 2014

NUMBER OF CLAIMS PAID (JANUARY 1 - DECEMBER 31, 2014)

	Tacoma Power	Tacoma Water	Tacoma Rail	Svc. Divs.	Total
Over \$5,000	6	4	8	_	18
\$1,001 - 5,000	22	4	_	2	28
\$501 - 1,000	9	2	-	_	11
\$100 - 500	14	6	1	3	24
Less than \$100	7		1	1	9
	58	16	10	6	90
Total Dollar Amount of Claims Paid	\$107,115	\$67,755	\$113,778	\$6 , 737	\$295,385
NUMBER OF CLAIMS ACCRUED AT	DECEMBER 31, 2014				
Over \$50,000	12	_	_	_	12
\$10,000 - 50,000	4	9	1	_	14
Less than \$10,000	188	83	2	1	274
	204	92	3	1	300
Total Dollar Amount Accrued for Known Claims	\$2,837,850	\$406,529	\$2,141,500	\$2,001	\$5,387,880
Total Dollar Amount Accrued for Unknown Claims	\$317,876	\$111,975	\$117,066	\$4,424	\$551,341
Total Dollar Amount Accrued for All Claims	\$3,155,726	\$518 , 504	\$2,258,566	\$6 , 425	\$5,939,221

CLAIMS STATISTICS DETAIL - DECEMBER 31, 2014

NUMBER OF CLAIMS PAID (JANUARY 1 - DECEMBER 31, 2014)

Range	Вос			
	Tacoma Power	Tacoma Water	Tacoma Rail	Svc. Divs.
Over \$5,000	6	3	4	_
\$1,001 - 5,000	16	3	-	_
\$501 - 1,000	8	2	-	_
\$100 - 500	14	6	1	1
Less than \$100	6			1
	50	14	5	2
Total Dollar Amount of Claims Paid	\$93,864	\$58 , 222	\$77 , 592	\$136
Average Dollar Amount of Claims Paid	\$1,877	\$4,159	\$15,518	\$68

NUMBER OF CLAIMS ACCRUED AT DECEMBER 31, 2014

Range	Non-Vehicular Bodily Injury/Property Damage				
Over \$50,000	12	-	-	_	
\$10,000 - 50,000	4	9	1	-	
Less than \$10,000	173	73	1	1	
	189	82	2	1	
Total Dollar Amount Accrued for Known Claims .	\$2,828,269	\$397 , 629	\$2,131,000	\$2,001	
Total Dollar Amount Accrued for Unknown Claims	\$317,876	\$111 , 975	\$117,066	\$4,424	
Total Dollar Amount Accrued for All Claims	\$3,146,145	\$509,604	\$2,248,066	\$6,425	

Vehicular Bodily Injury/Property Damage

Contract/Harassment

Tacoma Power	Tacoma Water	Tacoma Rail	Svc. Divs.	Tacoma Power	Tacoma Water	Tacoma Rail	Svc. Divs.
-	1	4	_	_	_	_	_
6	1	_	2	_	_	_	_
1	-	_	-	_	_	_	_
_	_	_	2	_	_	_	_
1		1					
8	2	5	4	-	-	-	-
\$13 , 251	\$9,533	\$36,186	\$6,601	-	-	-	-
\$1,656	-	\$7 , 237	\$1,650	-	-	-	-

TEN-YEAR FINANCIAL REVIEW

STATEMENTS OF NET POSITION	2005	2006	2007	2008
ASSETS	60 746 610	\$4 F41 701	64 700 570	64 700 150
Current	\$3,746,612 3,746,612	\$4,541,701 4,541,701	\$4,792,573 4,792,573	\$4,788,153 4,788,153
TOTAL ASSETS	3, 740, 612	4,341,701	4, 192, 313	4,700,133
LIABILITIES				
Current	5,525,347	848,712	1,898,794	1,878,524
	.,,	,	_,,	_, ,
NET POSITION	(1,778,735)	3,692,989	2,893,779	2,909,629
TOTAL LIABILITIES AND NET POSITION	\$3,746,612	\$4,541,701	\$4,792,573	\$4,788,153
STATEMENTS OF INCOME				
INCOME				
Premiums	\$684,000	\$1,767,000	\$804,000	\$804,000
Interest	69,388	198,394	262,887	197,619
Litigation Settlement Refund	289,141	73,212	95,472	_
Total	1,042,529	2,038,606	1,162,359	1,001,619
EXPENSES				
Claims	2,983,018	(4,075,109)	1,230,896	361,226
Claims Handling Expense	539,510	458,046	511,738	426,651
Incidental & Admin. Expense	175 , 256	183,945	218,935	197,892
Total	3,697,784	(3,433,118)	1,961,569	985 , 769
NET INCOME (LOSS)	(\$2,655,255)	\$5,471,724	(\$799 , 210)	\$15,850

2009	2010	2011	2012	2013	2014
				_	
\$4,564,534	\$4,483,283	\$3,934,405	\$5,359,525	\$5,681,826	\$6 , 227 , 388
4,564,534	4,483,283	3,934,405	5,359,525	5,681,826	6,227,388
1,415,874	2,540,439	2,193,523	3,441,738	4,902,069	5,994,441
3,148,660	1,942,844	1,740,882	1,917,787	779,757	232,947
\$4,564,534	\$4,483,283	\$3,934,405	\$5,359,525	\$5,681,826	\$6,227,388
γ 1, 301, 331	Ψ 1, 103,203	Ψ3 , 334 , 403	Ψ3 , 333 , 323	73,001,020	Q0,227,300
\$324,000	\$324,000	\$744,000	\$2,470,377	\$1,040,004	\$1,040,004
121,687	71,595	123,337	78,820	23,559	52,827
-	/1 , 393	123,337	70,020	23 , 339 -	J2,621 -
445,687	395,595	867,337	2,549,197	1,063,563	1,092,831
44.40.040.			4 650 650	4 045 005	4 055 005
(148,043)	1,347,562	680,886	1,678,679	1,817,285	1,375,087
197,319	103,138	270,349	560,911	248,952	134,293
157,380	150,711	118,064	132,702	135,356	130,261
206,656	1,601,411	1,069,299	2,372,292	2,201,593	1,639,641
\$239,031	(\$1,205,816)	(\$201 , 962)	\$176,905	(\$1,138,030)	(\$546,810)

