ANNUAL

Self-Insurance Claim Fund

2015 FINANCIAL REPORT



Public Utility Board

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DEPARTMENT OF PUBLIC UTILITIES
CITY OF TACOMA

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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, 2015 and 2014. 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, 2015 and 2014, 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 gain of \$1.9 million in 2015 compared to net loss of \$547,000 recorded in 2014. Total revenues increased by \$182,000 and total expenses decreased by \$2.3 million for the year.

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

Selected Financial Information

(in thousands)

Category	2013	2014	2015
Premiums Interest Total Income Total Expenses Change in Net Position (Net Income)	\$1,040	\$1,040	\$1,240
	<u>24</u>	<u>53</u>	<u>35</u>
	1,064	1,093	1,275
	<u>2,202</u>	<u>1,640</u>	<u>(641)</u>
	(\$1,138)	(\$547)	\$1,916
Current Assets Accounts Payable Claims Other Liabilities Total Liabilities (Current) Total Net Position	\$5,682	\$6,227	\$6,856
	4,860	5,939	4,692
	42	<u>55</u>	16
	4,902	5,994	4,708
	\$780	\$233	\$2,148

Revenues

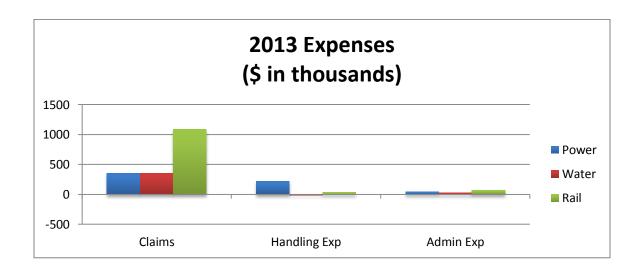
Self-Insurance fund revenues are contributions from the Power, Water and Rail funds and the interest earned. Total revenues were \$1.3 million and \$1.1 million for 2015 and 2014 respectively.

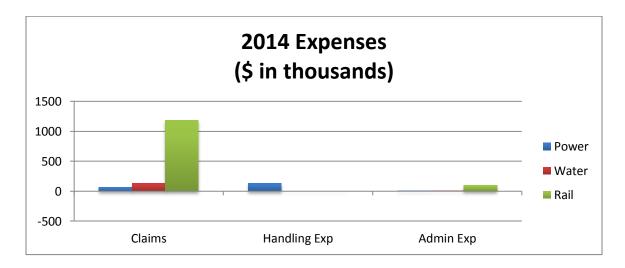
Total revenues were \$1.1 million for both 2014 and 2013.

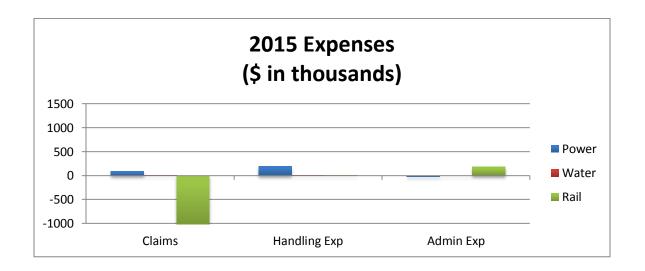
Expenses

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 2015, 2014 and 2013 were \$(640,000), \$1.6 million, and \$2.2 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 2015, 2014, and 2013.

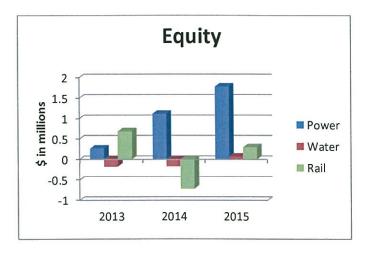
Category	2013	2014	2015
Non-Vehicular			
(Bodily Injury/Property Damage) Vehicular	\$354,388	\$229,814	\$185,528
(Bodily Injury/Property Damage) Hazardous Waste	62,736	65,571	92,485
(Environmental)	-	-	-
Contract/Harassment	-	-	-
Total Claims Paid	\$417,124	\$295,385	\$278,013

This table compares the balances that have been accrued as accounts payable claims at year-end 2015, 2014, and 2013 for these same four categories.

Category	2013	2014	2015
Non-Vehicular			
(Bodily Injury/Property Damage) Vehicular	\$4,822,721	\$5,910,240	\$4,637,697
(Bodily Injury/Property Damage) Hazardous Waste	27,250	28,981	54,532
(Environmental)	-	-	-
Contract/Harassment	9,548	-	-
Total Accrued Accounts Payable Claims	\$4,859,519	\$5,939,221	\$4,692,229

Equity

The Fund's equity at the end of 2015 is \$2.1 million compared to \$233,000 in 2014 and \$780,000 in 2013. 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, 2015 AND DECEMBER 31, 2014

	2015	2014
ASSETS		
CURRENT		
Cash and Equity in Pooled Investments	\$6,855,931	\$6,227,388
TOTAL ASSETS	\$6,855,931	\$6,227,388
NET POSITION AND LIABILITE	FC	
NET FOSTION AND HABIBITE	E5	
NET POSITION		
Restricted: Interfund Contributions	\$2,148,469	\$232 , 947
TOTAL NET POSTERON	0 140 460	020 047
TOTAL NET POSITION	2,148,469	232,947
CURRENT LIABILITIES		
Accounts Payable Claims	4,692,229	5,939,221
Accounts Payable Claims Handling	3,894	42,864
Interdivision Payable	11,339	12,356
TOTAL LIABILITIES	4,707,462	5,994,441
TOTAL NET POSITION AND LIABILITIES	\$6,855,931	\$6,227,388

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

STATEMENTS OF REVENUES, EXPENSES AND CHANGES IN NET POSITION DECEMBER 31, 2015 AND DECEMBER 31, 2014

	DECEMBER 2015	DECEMBER 2014
INCOME		
Premiums	\$103,333	\$86 , 667
Interest	(13,875)	7,744
TOTAL INCOME	89,458	94,411
EXPENSES		
Claims	106,345	1,806,217
Litigation Expense and Settlements	667	35 , 768
Incidental and Administrative Expense	11,518	12,356
TOTAL EXPENSES	118,530	1,854,341
CHANGE IN NET POSITION	(\$29,072)	(\$1,759,930)
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 2015	DECEMBER 2014	2015/2014 VARIANCE	PERCENT CHANGE
\$1,240,000	\$1,040,004	\$ 199,996	19.2%
35,169	52,827	(17,658)	-33.4%
1,275,169	1,092,831	182,338	16.7%
(968,980)	1,375,087	(2,344,067)	-170.5%
196,895	134,293	62 , 602	46.6%
131,732	130,261	1,471	1.1%
(640,353)	1,639,641	(2,279,994)	-139.1%
1,915,522	(546,810)	2,462,332	450.3%
232,947	779,757	(546,810)	
\$2,148,469	\$232,947	\$1,915,522	

EQUITY DISTRIBUTION AS OF DECEMBER 31, 2015

	TACOMA POWER	TACOMA WATER	TACOMA RAIL	TOTAL
Balance January 1, 2015	\$1,117,407	(\$168,566)	(\$715 , 894)	\$232,947
Contributions (Premiums)	900,000	240,000	100,000	1,240,000
Claims (1)	(91,273)	(1,802)	1,088,120	995,045
Claims Handling Expense	(194,965)	(405)	(1,525)	(196,895)
Administrative Expenses (2)	21,377	165	(179,339)	(157,797)
Interest Income (3)	29,165	1,155	4,849	35,169
Balance December 31, 2015	\$1,781,711	\$70 , 547	\$296,211	\$2,148,469
GASB 10 Adjustments (4)	(1,781,711)	(70,547)	(296,211)	(2,148,469)
Adj Balance, December 31, 2015		<u> </u>		_

- (1) Service divisions' claims of \$26,065 have been deducted from this area.
- (2) Service divisions' claims and handling of \$26,065 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,	
	2015	2014	
CASH FLOWS FROM OPERATING ACTIVITIES			
Premiums Received	\$1,240,000	\$1,040,004	
Claims Paid	(278,012)	(295,385)	
Administrative and Other Expenses	(368,614)	(251,884)	
Net Cash Provided by			
Operating Activities	593 , 374	492,735	
CASH FLOWS FROM FINANCING ACTIVITIES			
Interest Received	35,169	52 , 827	
Net Cash Provided by			
Financing Activities	35,169	52,827	
Net Increase in Cash and	C20 E42	E4E EC0	
Equity in Pooled Investments	628,543	545 , 562	
Cash and Equity in Pooled			
Investments at January 1	6,227,388	5,681,826	
-			
Cash and Equity in Pooled			
Investments at December 31	\$6,855,931	\$6,227,388	

	YEAR TO	O DATE
	DECEMBER 31,	DECEMBER 31,
	2015	2014
Reconciliation of Operating Income to Net Cash Provided by Operating Activities:		
Net Income	\$1,915,522	(\$546,810)
Adjustments to Reconcile Operating Income to Net Cash Provided By Operating Activities:		
Interest Income	(35,169)	(52,827)
Adjustments to Reconcile Net Income to Net Cash Provided by (Used in) Operating Activities:		
Interdivision Payable	(1,017)	3,931
Accounts Payable Claims	(1,246,992)	1,079,702
Accounts Payable Claims Handling	(38,970)	8,739
Total Adjustments	(1,322,148)	1,039,545
Net Cash Provided by Operating Activities	\$593,374	\$492,735

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 Chapter 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 issue 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 LGIP and in a certificate of deposit with East West Bank.

The Fund's equity in that portion of the City of Tacoma Investment Pool held in qualified public depositories at December 31, 2015 and 2014 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.

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, 2015

NUMBER OF CLAIMS PAID (JANUARY 1 - DECEMBER 31, 2015)

	Tacoma Power	Tacoma Water	Tacoma Rail	Svc. Divs.	Total
Over \$5,000	8	2	2	1	13
\$1,001 - 5,000	33	5	2	3	43
\$501 - 1,000	10	4	_	3	17
\$100 - 500	10	17	_	4	31
Less than \$100	13			2	15
	74	28	4	13	119
Total Dollar Amount of Claims Paid	\$183 , 243	\$50 , 293	\$16 , 225	\$28 , 252	\$278,013
or craims raid	7103 , 243	Ψ30 , 293	V10 , 223	720 , 232	7270 , 013
Over \$50,000	14 4 193	- 8 82	2 1 4	- - 2	16 13 281
	211	90	7	2	310
Total Dollar Amount Accrued for Known Claims	\$2,635,711	\$332 , 580	\$1,035,282	\$629	\$4,004,202
Total Dollar Amount Accrued for Unknown Claims	\$428,046	\$137,434	\$118,938	\$3,609	\$688,027
Total Dollar Amount Accrued for All Claims	\$3,063,757	\$470,014	\$1,154,220	\$4,238	\$4,692,229

CLAIMS STATISTICS DETAIL - DECEMBER 31, 2015

NUMBER OF CLAIMS PAID (JANUARY 1 - DECEMBER 31, 2015)

Range	Non-Vehicular Bodily Injury/Property Damage			
	Tacoma Power	Tacoma Water	Tacoma Rail	Svc. Divs.
Over \$5,000	7	2	2	1
\$1,001 - 5,000	26	3	2	1
\$501 - 1,000	8	4	_	2
\$100 - 500	10	15	-	3
Less than \$100	12			2
	63	24	4	9
Total Dollar Amount of Claims Paid	\$101,976	\$47,660	\$16,225	\$19,667
Average Dollar Amount of Claims Paid	\$1,619	\$1,986	\$4,056	\$2,185

NUMBER OF CLAIMS ACCRUED AT DECEMBER 31, 2015

Range	Non-Vehicular Bodily Injury/Property Damage				
Over \$50,000	14	_	2	_	
\$10,000 - 50,000	4	8	1	-	
Less than \$10,000	177	70	3	2	
	195	78	6	2	
Total Dollar Amount Accrued for Known Claims .	\$2,607,863	\$318,896	\$1,022,282	\$629	
Total Dollar Amount Accrued for Unknown Claims	\$428,046	\$137,434	\$118,938	\$3, 609	
Total Dollar Amount Accrued for All Claims	\$3,035,909	\$456,330	\$1,141,220	\$4,238	

Vehicular Bodily Injury/Property Damage

Contract/Harassment

Tacoma Power	Tacoma Water	Tacoma Rail	Svc. Divs.	Tacoma Power	Tacoma Water	Tacoma Rail	Svc. Divs.
1	_	_	_	_	_	_	_
7	2	_	2	_	_	_	_
2	_	_	1	_	_	_	_
-	2	-	1	_	_	-	_
1			_				
11	4	-	4	-	-	-	-
\$81,267	\$2,633	-	\$8,585	-	-	-	_
\$7 , 388	-	-	\$2,146	-	-	-	-

Vehicular Bodily Injury/Property Damage Contract/Harassment 12 1 2 14 14 12 2 1 \$27,000 \$13,684 \$13,000 \$848 \$27,000 \$13,684 \$13,000 \$848

TEN-YEAR FINANCIAL REVIEW

STATEMENTS OF NET POSITION	2006	2007	2008	2009
ASSETS	64 F41 701	64 700 570	64 700 150	64 564 534
Current	\$4,541,701	\$4,792,573	\$4,788,153	\$4,564,534
TOTAL ASSETS	4,541,701	4,792,573	4,788,153	4,564,534
LIABILITIES				
Current	848,712	1,898,794	1,878,524	1,415,874
Cullent	040/712	1,000,704	1,070,321	1,113,071
NET POSITION	3,692,989	2,893,779	2,909,629	3,148,660
TOTAL LIABILITIES AND NET POSITION	\$4,541,701	\$4,792,573	\$4,788,153	\$4,564,534
STATEMENTS OF INCOME				
INCOME				
Premiums	\$1,767,000	\$804,000	\$804,000	\$324,000
Interest	198,394	262,887	197,619	121,687
Litigation Settlement Refund	73,212	95 , 472	197 , 019	-
Total	2,038,606	1,162,359	1,001,619	445,687
	, ,	, , , , , , , , , , , , , , , , , , , ,	, ,	,
EXPENSES				
Claims	(4,075,109)	1,230,896	361,226	(148,043)
Claims Handling Expense	458,046	511,738	426,651	197,319
Incidental & Admin. Expense	183,945	218,935	197,892	157,380
Total	(3,433,118)	1,961,569	985 , 769	206,656
		_	_	
NEE THOOME (LOCG)	ČE 471 704	(6700 010)	¢1 E 0 E 0	6020 021
NET INCOME (LOSS)	\$5,471,724	(\$799 , 210)	\$15 , 850	\$239,031

2010	2011	2012	2013	2014	2015
\$4,483,283	\$3,934,405	\$5 , 359 , 525	\$5,681,826	\$6,227,388	\$6,855,931
4,483,283	3,934,405	5,359,525	5,681,826	6,227,388	6,855,931
2,540,439	2,193,523	3,441,738	4,902,069	5,994,441	4,707,462
1,942,844	1,740,882	1,917,787	779 , 757	232,947	2,148,469
\$4,483,283	62 024 405	\$5,359,525	\$5,681,826	¢6 227 200	¢6 055 031
\$4,403,203	\$3,934,405	30,309,525	33,001,020	\$6,227,388	\$6,855,931
6324 000	\$744 000	¢0 470 277	\$1,040,004	\$1,040,004	¢1 240 000
\$324,000 71,595	\$744,000 123,337	\$2,470,377 78,820	23,559	52,827	\$1,240,000 35,169
/1 , 393	-	-	23,339	J2,027 -	- -
395,595	867,337	2,549,197	1,063,563	1,092,831	1,275,169
1,347,562	680 , 886	1,678,679	1,817,285	1,375,087	(968 , 980)
103,138	270,349	560,911	248,952	134,293	196,895
150,711	118,064	132,702	135,356	130,261	131,732
1,601,411	1,069,299	2,372,292	2,201,593	1,639,641	(640,353)
(\$1,205,816)	(\$201,962)	\$176,905	(\$1,138,030)	(\$546,810)	\$1,915,522

