

### 2018-2019 TENTATIVE BUDGET INTERNAL SERVICE FUND (SELF-INSURANCE FUND) TRUST AND AGENCY FUNDS

July 24, 2018

#### SARASOTA COUNTY SCHOOL BOARD

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#### OVERVIEW OF SELF-INSURANCE FUND

#### WHAT IS THE 2018-2019 SELF-INSURANCE FUND BUDGET?

The self-insurance fund budget is established to provide an allowance to pay for anticipated employee benefit claims and losses resulting from work related injuries and third party tort liability claims.

The District made the decision to budget for these contingencies and keep the funds under the control of the District, rather than to prepay its losses by purchasing commercial insurance policies. The District's assumption of the risk of losses on these claims is balanced by the ability of the District to increase investment income and exercise greater management control over the disbursements of funds.

The Self-Insurance Fund budget is summarized as follows:

The Self-Insurance Fund budget is summarized as follows:  SOURCES							
Beginning Net Position	\$	37,176,699					
Revenue for Services Provided to Other Funds	\$	55,542,689					
Revenue from the Investment of Funds	\$	229,486					
Transfers In	\$						
	\$	92,948,874					
<u>USES</u>							
Salaries	\$	297,078					
Fringe Benefits	\$	88,048					
Workers' Compensation Expenses	\$	3,723,810					
General Liability Expenses	\$	533,800					
Automobile Liability Expenses	\$	193,688					
Dental Plan Expenses	\$	2,928,000					
Benefit Administration Expenses	\$	42,927					
Group Health Insurance Expenses	\$	50,220,294					
Ending Net Position	\$	34,921,229					
TOTAL Budget	\$	92,948,874					

#### 2018 - 2019 BUDGET

### INTERNAL SERVICE FUND (SELF-INSURANCE FUND) TRUST AND AGENCY FUNDS

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## 2018 - 2019 BUDGET INTERNAL SERVICE FUND (SELF-INSURANCE FUND) TRUST AND AGENCY FUNDS

#### **PREFACE**

#### **Internal Service Fund**

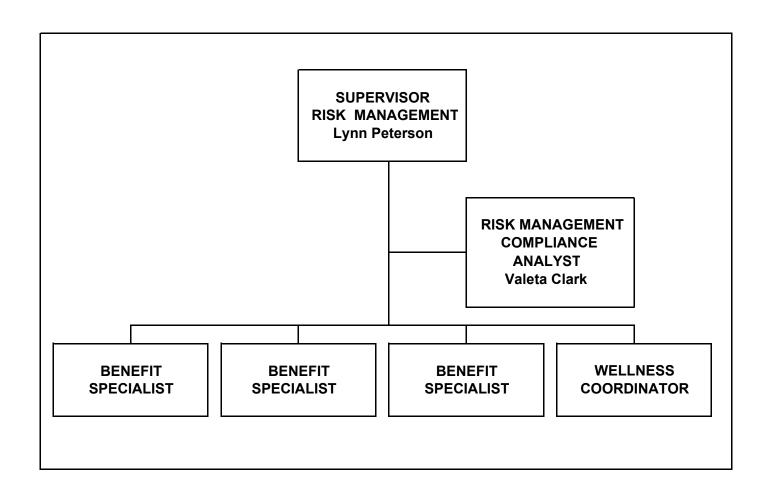
The District's only Internal Service Fund, the Self-Insurance Fund, was established by the School Board of Sarasota County on July 1, 1985 for the purpose of funding its workers' compensation liabilities. On January 16, 1987 the School Board of Sarasota County elected to self-fund its general liability exposure as well. The board established its Risk Management office on July 1, 1987 to administer the Self-Insurance Fund, its purchased insurance programs for both District claims and employee benefits, and coordination of retirement services. On July 1, 1995 the Self-Insurance Fund was expanded to include the automobile/transportation liability program and the dental plan. On January 1, 2016 the Self-Insurance was expanded to include the group health insurance plan.

#### **Trust and Agency Funds**

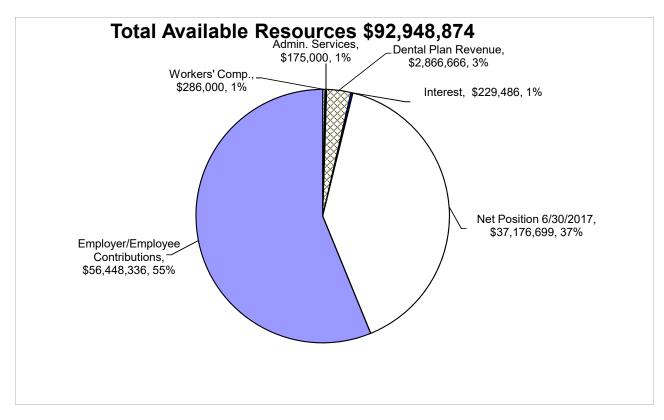
The District's Trust and Agency Funds are composed of Student Activity Funds at each school. The district does not require the Student Activity Funds to establish budgets. The Student Activity Funds Budget is an estimate based upon prior revenues and expenditures and is for informational purposes only.

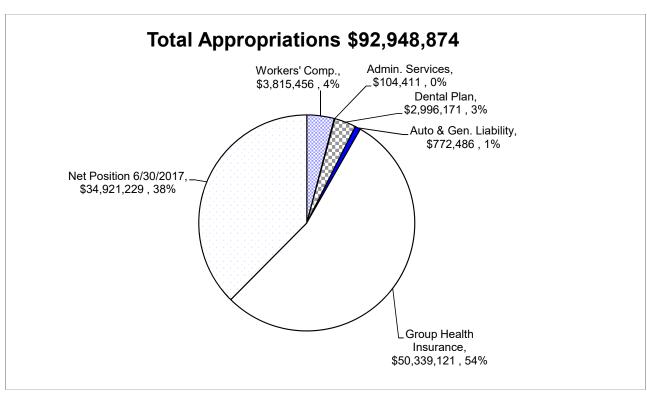
#### 2018 - 2019 BUDGET

#### **RISK MANAGEMENT OFFICE ORGANIZATION CHART**



## THE SCHOOL BOARD OF SARASOTA COUNTY, FLORIDA Self Insurance Fund Budget 2018-2019





Self Insurance Tentative 2018-2019

#### **Consolidated Statement for all Self Insurance Funds**

Comparative Statement of Estimated Revenues, Appropriations, and Changes in Retained Earnings / Fund Balance For Fiscal Years 2016-2017 through 2018-2019 Fund Balance For The Fiscal Years 2016-2017 through 2018-2019

	2016-2017 Actual						2018-2019 Change
Revenues for Services Provided							
to Other Funds							
Workers' Compensation Services	\$ 2,794,348	\$ 2,866,500	\$2,666,153	\$ 286,000	\$ (2,380,153)		
Workers' Comp. Prior Yr. Refund	_	-	-	-	-		
Gen'l Liab. Other Operating Revenue	-	-	-	-	-		
Benefit Administration Services	203,673	175,000	188,360	175,000	(13,360)		
Benefit Admin. Miscellaneous Income	_	-	-	-	· -		
Dental Plan Services	2,866,666	2,866,666	2,723,016	2,866,666	143,650		
Auto Liab. Other Operating Revenue	-	-	-	-	-		
Group Health Employer Contributions	39,376,188	42,717,006	41,689,003	42,717,006	1,028,003		
Group Health Employee Contributions	9,045,730	9,498,017	8,975,610	9,498,017	522,407		
Group Health Other Oper. Revenue	1,192,655	-	994,448	-	(994,448)		
Interest on Investments	404,067	229,486	551,547	229,486	(322,061)		
Net Inc. (Dec.) - Fair Value Invest.	(142,744)		66,476		(66,476)		
Total Revenues	55,740,583	58,352,675	57,854,614	55,772,175	(2,082,439)		
Appropriations By Object							
Salaries	217,949	348,594	286,341	297,078	10,737		
Employee Benefits	70,928	113,951	85,153	88,048	2,895		
Total Salaries & Benefits	288,877	462,545	371,494	385,126	13,632		
Warkers! Commonaction Evacuacy							
Workers' Compensation Expenses F.D.L. Self Insurance Fee	E7 400	76,651	80,445	76,651	(2.704)		
	57,489	325.000	,		(3,794)		
Third Party Administrator Fee Excess W. C. Insurance	325,000	325,000 168,000	354,545	350,000	(4,545)		
	165,747	,	168,000	168,000	-		
Actuary's Fee	9,250	9,250	9,250	9,250	-		
Travel	204	292	292	292	-		
Repairs and Maintenance	-	-	-	-	-		
Rentals	- 0.000	- 0.000	- 0.000	0.000	-		
Other Purchased Services	9,000	9,000 437	9,000 437	9,300 437	300		
Materials and Supplies	466 97,213	73,044	73,044	73,044	-		
Negotiated Line of Duty Pay Claims Paid To Date	· ·	,		,	808,684		
	2,214,119	3,036,836	2,228,152	3,036,836	000,004		
Other Expenses Total Workers' Compensation Expenses	2,328 2,880,816	3,698,510	2,923,165	3,723,810	800,645		
Total Workers Compensation Expenses	2,000,010	3,090,310	2,923,103	3,723,010	000,045		
General Liability Expenses							
Claims Administration	19,632	17,500	7,512	17,500	9,988		
Student Athletic Catastrophic Ins.	12,492	11,000	11,000	11,300	300		
Claims Paid To Date	518,385	505,000	518,385	505,000	(13,385)		
Claims Incurred But Not Yet Paid			<u> </u>				
Total General Liability Expense	550,509	533,500	536,897	533,800	(3,097)		

Self Insurance Tentative 2018-2019

#### **Consolidated Statement for all Self Insurance Funds**

	2016-2017 Actual	2017-2018 Budget		17-2018 ojected	018-2019 Budget	2018-2019 Change
Automobile Liability Expenses						
Claims Administration	9,097	10,000		10,098	12,000	903
Claims Paid To Date	269,194	181,688		108,274	181,688	(0)
Claims Incurred but not yet paid	-	-		-	-	-
Capitalized Hardware				<u>-</u>		
Total Automobile Liability Expenses	278,291	191,688		118,372	 193,688	903
Dental Fund Expenses						
Claims Administration	213,135	217,500		225,113	228,000	2,887
Claims Paid To Date	2,424,495	2,600,000		2,579,720	 2,700,000	120,280
Total Dental Fund Expenses	2,637,630	2,817,500		2,804,833	 2,928,000	123,167
Benefit Administration Expenses						
Administrative Fee (FSA)	12,515	12,156		16,468	12,156	(4,312)
Consultant's Fee	21,061	26,471		19,253	26,471	7,217
Materials and Supplies	3,761	4,000		3,242	4,000	758
Other Expenses	300	300		300	 300	
Total Benefit Administration Expenses	37,637	42,927	-	39,264	 42,927	3,662
Group Health Insurance Expenses						
Claims Paid with individual stop loss	41,096,304	45,000,000		38,741,227	47,000,000	8,258,773
Claims Incurred but not yet paid	-	-		-	-	-
Administration Services	2,204,352	2,336,794		2,282,332	2,336,794	54,462
Fees Affordable Health Care Act	161,217	175,000		17,584	75,000	57,416
Transitional Reinsurance Fee	-	-		-	-	-
Individual stop loss insurance	667,770	808,500		776,415	808,500	32,085
Total Group Health Insurance Expenses	44,129,643	48,320,294		41,817,558	 50,220,294	8,402,736
Total Appropriations By Object	50,803,403	56,066,964		48,611,583	 58,027,645	9,341,648
Transfers						
Operating Transfers In	577,910	577,910		577,910	 	(577,910)
Total Operating Transfers In (Out)	577,910	577,910		577,910		(577,910)
Excess (Deficiency) of Revenues Over						
(Under) Appropriations	5,515,090	2,863,621		9,820,941	(2,255,470)	(12,076,411)
Net Position, Beginning Balance	21,866,550	27,381,640		27,381,640	 37,176,699	9,795,059
Net Position, Ending Balance	\$ 27,381,640	\$ 30,245,261	\$	37,202,581	\$ 34,921,229	\$ (2,281,352)

Self Insurance Tentative 2018-2019

#### **Workers' Compensation Fund**

	2016-2017 Actual	2017-2018 Budget	2017-2018 Projected	2018-2019 Budget	2018-2019 Change
Revenues for Services Provided			•		
to Other Funds					
Workers' Compensation Services	\$ 2,794,348	\$ 2,866,500	\$ 2,666,153	\$ 286,000	\$ (2,380,153)
Prior Yr W/C Expense Recovery	-	-	-	-	-
Interest on Investments	139,039	25,000	133,299	25,000	(108,299)
Net Inc. (Dec.) - Fair Value Invest.	(95,088)	,	44,283	-	(44,283)
Total Revenues	2,838,299	2,891,500	2,843,735	311,000	(2,532,735)
Appropriations By Object					
Salaries	46,532	79,246	67,211	69,731	2,520
Employee Benefits	14,859	26,944	21,195	21,915	720
Total Salaries & Benefits	61,391	106,190	88,406	91,646	3,240
Workers' Compensation Expenses					
F.D.L. Self Insurance Fee	57,489	76,651	80,445	76,651	(3,794)
Third Party Administrator Fee	325,000	325,000	354,545	350,000	(4,545)
Excess Coverage Premium	165,747	168,000	168,000	168,000	-
Actuary Fee	9,250	9,250	9,250	9,250	-
Travel	204	292	292	292	-
Repairs and Maintenance	-	-	-		-
Rentals	-	-	-		-
Other Purchased Services	9,000	9,000	9,000	9,300	300
Materials and Supplies	466	437	437	437	-
Negotiated Line of Duty Pay	97,213	73,044	73,044	73,044	-
Claims Paid To Date	2,214,119	3,036,836	2,228,152	3,036,836	808,684
Other Expenses	2,328		0		
Total Workers' Compensation Expenses	2,880,816	3,698,510	2,923,165	3,723,810	800,648
Total Appropriations By Object	2,942,207	3,804,700	3,011,571	3,815,456	803,888
- (D. f. : ) (D					
Excess (Deficiency) of Revenues Over	(400.000)	(0.10.000)	(407.000)	(0.504.450)	(0.000.000)
(Under) Appropriations	(103,908)	(913,200)	(167,836)	(3,504,456)	(3,336,620)
Net Position, Beginning Balance	5,089,455	4,985,547	4,985,547	4,817,711	(167,836)
					· , ,
Net Position, Ending Balance	\$ 4,985,547	\$ 4,072,347	\$ 4,817,711	\$ 1,313,255	\$ (3,504,456)

Self Insurance Tentative 2018-2019
General Liability Fund

	2016-2017 Actual	2017-2018 Budget	2017-2018 Projected	2018-2019 Budget	2018-2019 Change	
Revenues for Services Provided						
to Other Funds						
Interest on Investments	\$ 36,241	\$ 11,000	\$ 40,483	\$ 11,000	\$ (29,483)	
Net Inc. (Dec.) - Fair Value Invest.	(23,828)		11,097		(11,097)	
Total Revenues	12,413	11,000	51,580	11,000	(40,580)	
Appropriations By Object						
Salaries	12,725	26,230	19,071	19,786	715	
Employee Benefits	3,463	8,909	2,624	2,713	89	
Total Salaries & Benefits	16,188	35,139	21,695	22,499	804	
General Liability Expenses						
Claims Administration	19,632	17,500	7,512	17,500	9,988	
Student Athletic Catastrophic Ins./FPL	12,492	11,000	11,000	11,300	300	
Claims Expense	518,385	505,000	518,385	505,000	(13,385)	
Total General Liability Expense	550,509	533,500	536,897	533,800	(3,097)	
Total Appropriations By Object	566,697	568,639	558,593	556,299	(2,293)	
Transfers						
Operating Transfers In	298,406	298,406	298,406		(298,406)	
Excess (Deficiency) of Revenues Over						
(Under) Appropriations	(255,878)	(259,233)	(208,606)	(545,299)	(336,693)	
Net Position, Beginning Balance	3,261,879	3,006,001	3,006,001	2,797,395	(208,606)	
Net Position, Ending Balance	\$ 3,006,001	\$ 2,746,768	\$ 2,797,395	\$ 2,252,096	\$ (545,299)	

Self Insurance Tentative 2018-2019
Automobile Liability Fund

	2016-2017 Actual	2017-2018 Budget	2017-2018 Projected		
Revenues for Services Provided					
to Other Funds					
Interest on Investments	\$ 36,240	\$ 7,000	\$ 40,484	\$ 7,000	\$ (33,484)
Net Inc. (Dec.) - Fair Value Invest.	(23,828)		11,097		(11,097)
Total Revenues	12,412	7,000	51,581	7,000	(44,581)
Appropriations By Object					
Salaries	12,725	39,623	19,071	19,786	715
Employee Benefits	3,462	8,909	2,624	2,713	89
Total Salaries & Benefits	16,187	48,532	21,694	22,499	805
Automobile Liability Expenses					
Claims Administration	9,097	10,000	10,098	12,000	1,902
Claims Paid To Date	269,194	181,688	108,274	181,688	73,414
Claims Incurred but not yet paid	-		-		-
Total Automobile Liability Expenses	278,291	191,688	118,372	193,688	75,316
Total Appropriations By Object	294,478	240,220	140,066	216,187	76,121
Transfers					
Operating Transfers In	279,504	279,504	279,504		(279,504)
Excess (Deficiency) of Revenues Over					
(Under) Appropriations	(2,562)	46,284	191,019	(209,187)	(400,206)
Net Position, Beginning Balance	2,837,899	2,835,337	2,835,337	3,026,356	191,019
Net Position, Ending Balance	\$ 2,835,337	\$ 2,881,621	\$ 3,026,356	\$ 2,817,169	\$ (209,187)

Self Insurance Tentative 2018-2019

#### **Dental Insurance Fund**

	2016-2017 Actual	2017-2018 Budget	2017-2018 Projected	2018-2019 Budget	2018-2019 Change
Revenues for Services Provided					
to Other Funds					
Dental Plan Services	\$ 2,866,666	\$ 2,866,666	\$ 2,723,016	\$ 2,866,666	\$ 143,650
Interest on Investments	12,431	3,000	20,445	3,000	(17,445)
Net Inc. (Dec.) - Fair Value Invest.					
Total Revenues	2,879,097	2,869,666	2,743,461	2,869,666	126,205
Appropriations By Object					
Salaries	43,371	57,134	49,071	50,912	1,841
Employee Benefits	15,625	19,426	16,691	17,259	568
Total Salaries & Benefits	58,996	76,560	65,763	68,171	2,408
Dental Fund Expenses					
Claims Administration	213,135	217,500	225,113	228,000	2,887
Dental Claims	2,424,495	2,600,000	2,579,720	2,700,000	120,280
Total Dental Fund Expenses	2,637,630	2,817,500	2,804,833	2,928,000	123,167
Total Appropriations By Object	2,696,626	2,894,060	2,870,595	2,996,171	123,167
Excess (Deficiency) of Revenues Over (Under) Appropriations	182,471	(24,394)	(127,134)	(126,505)	629
, 11 1	- ,	( ,== 1)	( )/	( -)/	
Net Position, Beginning Balance	1,482,914	1,665,385	1,665,385	1,538,251	(127,134)
Net Position, Ending Balance	\$ 1,665,385	\$ 1,640,991	\$ 1,538,251	\$ 1,411,746	\$ (126,505)

Self Insurance Tentative 2018-2019

#### **Benefit Self Administration**

	2	016-2017 Actual			2017-2018 Projected	2018-2019 Budget		2018-2019 Change		
Revenues for Services Provided										
to Other Funds										
Benefit Administration Services	\$	203,673	\$	175,000	\$	188,360	\$	175,000	\$	(13,360)
Interest on Investments		6,748		1,450		14,042		1,450		(12,592)
Net Inc. (Dec.) - Fair Value Invest.		-		-		· -		-		
Miscellaneous Income		-		-		-		-		-
Total Revenues		210,421		176,450		202,401		176,450		(25,951)
Appropriations By Object										
Salaries		39,526		46,843		45,371		47,073		1,702
Employee Benefits		11,971		15,927		13,937		14,411		474
Total Salaries & Benefits		51,497		62,770		59,309		61,484		2,175
Benefit Administration Expenses										
Administrative Fee		12,515		12,156		16,468		12,156		(4,312)
Consultant's Fee		21,061		26,471		19,253		26,471		7,217
Material's and Supplies		3,761		4,000		3,242		4,000		758
Other Expenses		300		300		300		300		-
Total Benefit Administration Expenses		37,637		42,927		39,264		42,927		3,662
Total Appropriations By Object		89,134		105,697		98,573		104,411		5,837
Excess (Deficiency) of Revenues Over										
(Under) Appropriations		121,287		70,753		77,947		72,039		(5,908)
Net Position, Beginning Balance		688,726		810,013		810,013		887,960		77,947
Net Position, Ending Balance	\$	810,013	\$	880,766	\$	887,960	\$	959,999	\$	72,039

Self Insurance Tentative 2018-2019

#### **Group Insurance Fund**

	2016-2017 Actual	2017-2018 2017-2018 2018-201 Budget Projected Budget		2018-2019 Budget	2018-2019 Change			
Revenues for Services Provided								
to Other Funds								
Employer Contributions	\$ 39,376,188	\$ 42,717,006	\$	41,689,003	\$	42,717,006	\$	1,028,003
Employee Contributions	9,045,730	9,498,017		8,975,610		9,498,017		522,407
Interest on Investments	173,368	182,036		302,794		182,036		(120,758)
Net Inc. (Dec.) - Fair Value Invest.				· <u>-</u>		· <u>-</u>		-
Other Operating Revenue	1,192,655			994,448		-		(994,448)
Total Revenues	49,787,941	52,397,059		51,961,856		52,397,059		435,203
Appropriations By Object								
Salaries	63,070	99,518		86,545		89,790		3,244
Employee Benefits	21,548	33,836		28,082		29,037		954
Total Salaries & Benefits	84,618	133,354		114,627		118,827		4,199
Group Health Insurance Expenses								
Medical Claims Paid to Date	41,096,304	45,000,000		38,741,227		47,000,000		8,258,773
Claims Incurred but not yet paid	-1,000,004			-		41,000,000		0,200,770
Administration Services	2,204,352	2,336,794		2,282,332		2,336,794		54,462
Other Expenses	161,217	175,000		17,584		75,000		57,416
Stop Loss Insurance Premiums	667,770	808,500		776,415		808,500		32,085
Total Group Health Insurance Expenses	44,129,643	48,320,294		41,817,558		50,220,294		8,402,736
Total Appropriations By Object	44,214,261	48,453,648		41,932,185		50,339,121		8,402,736
Transfers Operating Transfers In								
Excess (Deficiency) of Revenues Over (Under) Appropriations	5,573,680	3,943,411		10,029,671		2,057,938		(7,971,733)
Net Position, Beginning Balance	8,505,677	14,079,357		14,079,357		24,109,028		10,029,671
Net Position, Ending Balance	\$ 14,079,357	\$ 18,022,768	\$	24,109,028	\$	26,166,966	\$	2,057,938

# THE SCHOOL BOARD OF SARASOTA COUNTY, FLORIDA 2018 - 2019 BUDGET

#### STUDENT ACTIVITY FUNDS BUDGET

 Beginning Fund Balance
 \$ 7,299,604

 Add: Revenues
 14,610,048

 Less: Appropriations
 14,247,728

 Ending Fund Balance
 \$ 7,661,924