



3/5/2024

**FIRE PENSION BOARD AGENDA
210 W. 6TH AVE, KENNEWICK CITY HALL
CASCADE CONFERENCE ROOM**

12:00 PM

CALL TO ORDER:

ATTENDANCE:

PUBLIC COMMENT:

APPROVAL OF MINUTES:

1. Approval of the Minutes Dated February 6, 2024.

TREASURER'S REPORT:

1. Treasurer's Report January

FIRE CLAIMS:

1. Summary of Claims

NEW BUSINESS:

1. Discussion: Fire Pension Board Elections

UNFINISHED BUSINESS:

BOARD COMMENTS/DISCUSSION:

ADJOURNMENT:

NEXT MEETING DATE: April 2, 2024

**FIREMEN'S PENSION BOARD
MEETING MINUTES
February 6, 2024 - DRAFT**

Ms. Townsend called the meeting to order at 12:00 p.m. Present were Mayor Pro Tem Chuck Torelli, Fire Pension Board Member Gary Williams, City Clerk Krystal Townsend, Deputy City Clerk Brandi Ralston, and Interim Finance Director Beth Goldberg.

APPROVAL OF MINUTES: The minutes of December 5, 2023, were unanimously approved as presented.

TREASURER'S REPORTS

1. November 2023: Ms. Goldberg provided a staff report. The November Treasurer's Report was unanimously approved as presented by those present.
2. December 2023: Ms. Goldberg provided a staff report as informational only; a final report will be presented for final action upon the closing of the 2023 fiscal year.

FIRE CLAIMS: Ms. Townsend noted the amount of the fire claim. The Fire Claim was unanimously approved as presented by those present.

NEW BUSINESS: None to consider

UNFINISHED BUSINESS: None to consider

COMMENTS/DISCUSSION: Ms. Townsend introduced Deputy City Clerk Brandi Ralston. Ms. Ralston will be staffing the Fire Pension Board and will be the main point of contact. The Clerk's Office will be coordinating the annual Fire Pension elections.

ADJOURNMENT - The meeting adjourned at 12:11 p.m.

Krystal Townsend, CMC, CPRO
City Clerk

CITY OF KENNEWICK FIRE PENSION FUND

Preliminary Financial Statements

January 1, 2024

CITY OF KENNEWICK

Fire Pension Fund

Balance Sheet
January 1, 2024

	Current Year	Prior Year
<u>Assets</u>		
Equity in Pooled Cash & Investments	\$ 1,095,192	\$ 979,676
Investments	6,390	21,075
Interest Receivable	156	572
 Total Assets	 \$ 1,101,738	 \$ 1,001,323
 <u>Liabilities</u>		
Accounts Payable	\$ -	\$ -
Deferred Revenue	-	-
 Total Liabilities	 -	 -
 <u>Fund Balance</u>		
Restricted Fund Balance	1,101,738	1,001,323
 Total Fund Balance	 1,101,738	 1,001,323
 Total Liabilities and Fund Balance	 \$ 1,101,738	 \$ 1,001,323

CITY OF KENNEWICK

Fire Pension Fund

Income Statement

January 1, 2024

	2024 Budget	Current Month	Year To Date	Over (Under) Budget	Prior Year To Date
<u>Revenues:</u>					
Real and Personal Property Tax	\$ 67,000	\$ -	\$ -	\$ (67,000)	\$ -
Fire Insurance Premium Tax	123,000	-	-	(123,000)	-
Investment Interest	26,000	2,000	2,000	(24,000)	2,923
 Total Revenues	 216,000	 2,000	 2,000	 (214,000)	 2,923
<u>Expenditures:</u>					
Retirement Allowance	142,200	6,647	6,647	(135,553)	10,985
Actuarial Study	-	-	-	-	-
Office Supplies	25	-	-	(25)	-
Postage Expense	125	-	-	(125)	-
Travel and Training	2,000	-	-	(2,000)	-
 Total Expenditures	 144,350	 6,647	 6,647	 (137,703)	 10,985
 Net Income (Loss)	 71,650	 (4,647)	 (4,647)	 (76,297)	 (8,063)
 Beginning Fund Balance	 1,106,385	 1,106,385	 1,106,385	 -	 1,009,386
 Ending Fund Balance	 \$ 1,178,035	 \$ 1,101,738	 \$ 1,101,738	 \$ (76,297)	 \$ 1,001,323

CITY OF KENNEWICK

Fire Pension Fund

Investment Schedule

January 1, 2024

PURCHASE		ORIGINAL	MATURITY	INTEREST	CURRENT
DATE	DESCRIPTION	AMOUNT	DATE	RATE/ YIELD	INVESTMENT BALANCE

Installment Notes:

April 1, 2015	LID #226 Note	\$166,111	April 1, 2025	3.25%	\$ 6,390
					<u>\$ 6,390</u>

Interest Accrual

DATE	BANK	DESCRIPTION	RATE	MATURITY DATE	INVESTMENT AMOUNT	ACCRUED INTEREST
April 1, 2023	LID NOTE	LID #226	3.25%	April 1, 2025	6,390	\$ 156
						<u>\$ 156</u>

CITY OF KENNEWICK
OTHER POST EMPLOYMENT BENEFITS
TRUST FUND

Preliminary Financial Statements

January 1, 2024

CITY OF KENNEWICK

Other Post Employment Benefits Trust Fund

Balance Sheet
January 1, 2024

	Current Year	Prior Year
<u>Assets</u>		
Equity in Pooled Cash & Investments	\$ 4,899,888	\$ 4,485,173
Investments	6,390	21,075
Interest Receivable	156	572
Taxes Receivable	-	-
 Total Assets	 \$ 4,906,434	 \$ 4,506,820
<u>Liabilities</u>		
Accounts Payable	\$ 4,683	\$ -
Deferred Revenue	-	-
 Total Liabilities	 4,683	 -
<u>Fund Balance</u>		
Committed Fund Balance	4,901,750	4,506,820
 Total Fund Balance	 4,901,750	 4,506,820
 Total Liabilities and Fund Balance	 \$ 4,906,434	 \$ 4,506,820

CITY OF KENNEWICK

Other Post Employment Benefits Trust Fund

Income Statement

January 1, 2024

	2024 Budget	Current Month	Year To Date	Over (Under) Budget	Prior Year To Date
<u>Revenues:</u>					
Water and Sewer Utility Tax	\$ 762,300	\$ -	\$ -	\$ (762,300)	\$ 49,490
Investment Interest	115,500	-	-	(115,500)	13,084
 Total Revenues	 877,800	 -	 -	 (877,800)	 62,575
<u>Expenditures:</u>					
Medical Insurance	367,500	-	-	(367,500)	27,330
Medical and Prescriptions	194,750	-	-	(194,750)	-
Disability Board Secretary	2,000	-	-	(2,000)	36
Office Supplies	65	-	-	(65)	-
Postage Expense	280	-	-	(280)	64
Travel and Training	2,000	-	-	(2,000)	-
Contractual/Consulting Services	-	-	-	-	-
Copier Charges	20	-	-	(20)	-
 Total Expenditures	 566,615	 -	 -	 (566,615)	 27,429
 Net Income (Loss)	 311,185	 -	 -	 (311,185)	 35,145
 Beginning Fund Balance	 4,436,798	 4,862,258	 4,471,674	 34,876	 4,471,674
 Ending Fund Balance	 \$ 4,747,983	 \$ 4,862,258	 \$ 4,471,674	 \$ (276,309)	 \$ 4,506,820

CITY OF KENNEWICK

Other Post Employment Benefits Trust Fund

Investment Schedule

January 1, 2024

PURCHASE		ORIGINAL	MATURITY	INTEREST	CURRENT
DATE	DESCRIPTION	AMOUNT	DATE	RATE/ YIELD	INVESTMENT BALANCE

Installment Notes:

April 1, 2015	LID #226 Note	185,500	April 1, 2025	3.25%	\$ 6,390
					<u>\$ 6,390</u>

Interest Accrual

DATE	BANK	DESCRIPTION	RATE	MATURITY DATE	INVESTMENT AMOUNT	ACCRUED INTEREST
April 1, 2023	LID NOTE	LID #226	3.25%	April 1, 2025	6,390	\$ 156
						<u>\$ 156</u>

MEETING DATE: MARCH 5, 2024
FIRE PENSION BOARD
FROM: CHRISTIE BROWN, SR. ACCOUNTING SPECIALIST/ DISABILITY BOARD SECRETARY
RE: FIRE PERSONNEL BUDGET NO. J2517210 . 520012

VENDOR#	LAST NAME	FIRST NAME	TOTAL
21			\$ 41.99

\$ 41.99

JIM KRAFT, POLICE REPRESENTATIVE

GARY WILLIAMS, FIRE REPRESENTATIVE

KATHRYN ARMSTRONG, MEMBER AT LARGE

GRETEL CRAWFORD, MAYOR

CHUCK TORELLI, COUNCIL MEMBER

[illegible]

LEOFF I - CERTIFICATION CLAIM FORM - FIRE

I hereby certify under penalty of perjury that this is a true and correct claim for necessary medical expenses incurred by me, and that no payment has been received by me on account thereof.

I further certify that I am an active/retired member of the Kennewick Fire Department; that the following claim was required by an allowable provider; I am enclosing the required explanation of benefits; and that I am eligible for reimbursement under the following plan(s):

Asuris [] Medicare [] Other [] _____

Date of Service	Condition or Illness Or Prescription Name	Provider of Service	Bill Charged	Co-pay Amount
1-03-24	Whizzing	Walgreens	41.99	—
08-28-23	teeth cleaning	Dr. Mathews	368.00	—
		NOT COVERED		

TOTAL:

~~410.99~~ 41.99

1-25-2024

Date

Board Use Only

RECEIVED JAN 25 2024

Your personal prescription information

Your Walgreens Pharmacy Location

If you have questions about your prescription, please contact your Walgreens pharmacist or call 800-WALGREENS (800-925-4733).

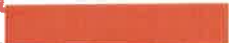
PATIENT		DOCTOR		DRUG DESCRIPTION
BIRTH DATE				
MEDICATION	PROCHAMBER AERO SPACER			
QUANTITY	1	PATIENT		
DIRECTIONS	USE WITH INHALER AS DIRECTED	ALLERGIES		

Call your doctor for medical advice about side effects.
You may report side effects to the FDA at 800-FDA-1088.

Do not flush unused medications or pour them down a sink or drain.

WIC# 986638

Keep out of reach of children: Store in safety container or secure area.

	 DATE: 01/03/24 PROCHAMBER AERO SPACER QTY: 1 NO REFILLS - DR. AUTH REQUIRED New-E NDC: 08373-9177-00 \$ 41.99		 DATE: 01/03/24 PROCHAMBER AERO SPACER QTY: 1 NO REFILLS - DR. AUTH REQUIRED New-E NDC: 08373-9177-00 \$ 41.99	
 	 Customer receipt		 	 Duplicate receipt

Pharmacy use only

WED 3:44PM
New-E

PROCHAMBER AERO SPACER
08373-9177-00
UNIT OF USE

QTY 1

ALG/AJS/AJS/ /AJS