



5/7/2024

REVISED 05-03-2024 TO ADD ITEM UNFINISHED BUSINESS 2

12:00 PM

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

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**CALL TO ORDER:**

**ATTENDANCE:**

**APPROVAL OF MINUTES:**

1. Approval of the Minutes Dated April 2, 2024

**TREASURER'S REPORT:**

1. Treasurer's Report March

**FIRE CLAIMS: NONE**

**NEW BUSINESS:**

**UNFINISHED BUSINESS:**

1. Election Update
2. Continuation of the Discussion to Change the Standing Meeting Time of this Board.

**BOARD COMMENTS/DISCUSSION:**

**ADJOURNMENT:**

**NEXT MEETING DATE: JUNE 4, 2024**

**FIRE PENSION BOARD  
MEETING MINUTES  
April 2, 2024 - DRAFT**

Mayor Gretl Crawford called the meeting to order at 12:07 p.m. Present were Mayor Gretl Crawford, Fire Pension Board Members Gary Williams, Tom Reich, Finance Director Dan Legard, City Clerk Krystal Townsend, and Secretary Deputy City Clerk Brandi Ralston.

**APPROVAL OF MINUTES:** The minutes of March 5, 2024, were unanimously approved as presented.

**TREASURER’S REPORT:**

1. February 2024: Dan Legard provided a staff report and noted that a correction needed to be made. The Fire Pension Fund preliminary financial statement incorrectly included a line item for medical insurance; the correct location for this line item is the Other Post Employment Benefits Trust Fund. Mr. Legard stated that this correction would be made prior to the May meeting. The February Treasurer’s Report was unanimously approved with corrections as described by Mr Legard.

**FIRE CLAIMS:** Mr Williams noted the amount of the fire claim. The Fire Claim was unanimously approved as presented.

**NEW BUSINESS:** None to consider

**UNFINISHED BUSINESS:**

1. Discussion: Fire Pension Board Elections. Ms. Townsend provided an update of the Board Election process.

**COMMENTS/DISCUSSION:** Discussion: Mr. Legard proposed moving the meeting time from 12:00 p.m. to 4:00 p.m. to better accommodate board member schedules. Further discussion to take place at the May meeting.

**ADJOURNMENT** - The meeting adjourned at 12:19 p.m.

Brandi Ralston, CPRO  
Deputy City Clerk

CITY OF KENNEWICK  
FIRE PENSION FUND

Financial Statements

March 31, 2024

**CITY OF KENNEWICK**

**Fire Pension Fund**

Balance Sheet  
March 31, 2024

	Current Year	Prior Year
<b><u>Assets</u></b>		
Equity in Pooled Cash & Investments	\$ 1,092,495	\$ 965,452
Investments	-	21,075
Interest Receivable	-	683
	-	683
Total Assets	\$ 1,092,495	\$ 987,210
<b><u>Liabilities</u></b>		
Accounts Payable	\$ 3,700	\$ -
Total Liabilities	3,700	-
<b><u>Fund Balance</u></b>		
Restricted Fund Balance	1,088,795	987,210
Total Fund Balance	1,088,795	987,210
Total Liabilities and Fund Balance	\$ 1,092,495	\$ 987,210

**CITY OF KENNEWICK**

**Fire Pension Fund**

Income Statement

March 31, 2024

	2024 Budget	Current Month	Year To Date	Over (Under) Budget	Prior Year To Date
<b><u>Revenues:</u></b>					
Real and Personal Property Tax	\$ 67,000	\$ -	\$ -	\$ (67,000)	\$ -
Fire Insurance Premium Tax	124,000	-	-	(124,000)	-
Investment Interest	27,000	2,000	6,052	(20,948)	8,742
<b>Total Revenues</b>	<b>218,000</b>	<b>2,000</b>	<b>6,052</b>	<b>(211,948)</b>	<b>8,742</b>
<b><u>Expenditures:</u></b>					
Retirement Allowance	146,000	6,647	19,942	(126,058)	30,917
Actuarial Study	-	3,700	3,700	3,700	-
Office Supplies	25	-	-	(25)	-
Postage Expense	125	-	-	(125)	-
Travel and Training	2,000	-	-	(2,000)	-
<b>Total Expenditures</b>	<b>148,150</b>	<b>10,347</b>	<b>23,642</b>	<b>(124,508)</b>	<b>30,917</b>
<b>Net Income (Loss)</b>	<b>69,850</b>	<b>(8,347)</b>	<b>(17,590)</b>	<b>(87,440)</b>	<b>(22,176)</b>
<b>Beginning Fund Balance</b>	<b>1,106,385</b>	<b>1,097,142</b>	<b>1,106,385</b>	<b>-</b>	<b>1,009,386</b>
<b>Ending Fund Balance</b>	<b>\$ 1,176,235</b>	<b>\$ 1,088,795</b>	<b>\$ 1,088,795</b>	<b>\$ (87,440)</b>	<b>\$ 987,210</b>

CITY OF KENNEWICK  
OTHER POST EMPLOYMENT BENEFITS  
TRUST FUND

Financial Statements

March 31, 2024

<b>CITY OF KENNEWICK</b>
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## Other Post Employment Benefits Trust Fund

Balance Sheet  
March 31, 2024

	Current Year	Prior Year
<b><u>Assets</u></b>		
Equity in Pooled Cash & Investments	\$ 4,989,099	\$ 4,535,935
Investments	-	21,075
Interest Receivable	-	683
	-	683
Total Assets	\$ 4,989,099	\$ 4,557,693
<b><u>Liabilities</u></b>		
Accounts Payable	\$ 16,798	\$ -
Total Liabilities	16,798	-
<b><u>Fund Balance</u></b>		
Committed Fund Balance	4,972,301	4,557,693
Total Fund Balance	4,972,301	4,557,693
Total Liabilities and Fund Balance	\$ 4,989,099	\$ 4,557,693

**CITY OF KENNEWICK**

**Other Post Employment Benefits Trust Fund**

Income Statement

March 31, 2024

	2024 Budget	Current Month	Year To Date	Over (Under) Budget	Prior Year To Date
<b><u>Revenues:</u></b>					
Water and Sewer Utility Tax	\$ 786,900	\$ 50,000	\$ 153,033	\$ (633,867)	\$ 157,389
Investment Interest	119,000	2,000	6,052	(112,948)	39,702
<b>Total Revenues</b>	<b>905,900</b>	<b>52,000</b>	<b>159,085</b>	<b>(746,815)</b>	<b>197,091</b>
<b><u>Expenditures:</u></b>					
Medical Insurance	381,000	26,197	61,150	(319,850)	81,989
Medical and Prescriptions	199,500	7,332	13,627	(185,873)	28,604
Disability Board Secretary	2,000	-	-	(2,000)	225
Office Supplies	50	-	-	(50)	-
Postage Expense	300	-	-	(300)	254
Travel and Training	2,000	1,100	1,100	(900)	-
Contractual/Consulting Services	-	3,700	3,700	3,700	-
Copier Charges	15	-	-	(15)	-
<b>Total Expenditures</b>	<b>584,865</b>	<b>38,329</b>	<b>79,577</b>	<b>(505,288)</b>	<b>111,072</b>
<b>Net Income (Loss)</b>	<b>321,035</b>	<b>13,671</b>	<b>79,507</b>	<b>(241,528)</b>	<b>86,019</b>
<b>Beginning Fund Balance</b>	<b>4,892,793</b>	<b>4,958,630</b>	<b>4,892,793</b>	<b>-</b>	<b>4,471,674</b>
<b>Ending Fund Balance</b>	<b>\$ 5,213,828</b>	<b>\$ 4,972,301</b>	<b>\$ 4,972,301</b>	<b>\$ (241,528)</b>	<b>\$ 4,557,693</b>