



6/4/2024

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

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4:15 PM

- 1. CALL TO ORDER:**
- 2. ATTENDANCE:**
- 3. APPROVAL OF MINUTES:**
  - a. Approval of the Minutes Dated May 7, 2024
- 4. TREASURER'S REPORT:**
  - a. Treasurer's Report April
- 5. FIRE CLAIMS: NONE**
- 6. NEW BUSINESS:**
  - a. Annual Pension Increase
- 7. UNFINISHED BUSINESS:**
  - a. Outcome of Fire Pension Board Election
- 8. BOARD COMMENTS/DISCUSSION:**
- 9. ADJOURNMENT:**

**NEXT MEETING DATE: JULY 2, 2024**

**FIRE PENSION BOARD  
MEETING MINUTES  
May 7, 2024 - DRAFT**

Mayor Gretl Crawford called the meeting to order at 12:05 p.m. Present were Mayor Gretl Crawford, Fire Pension Board Members Finance Director Dan Legard, City Clerk Krystal Townsend, and Secretary Deputy City Clerk Brandi Ralston.

**APPROVAL OF MINUTES:** The minutes of April 2, 2024, were unanimously approved as presented.

**TREASURER’S REPORT:**

1. February 2024: Mr. Legard presented a staff report and noted that the correction highlighted during the April 2nd meeting has been addressed. In the preliminary financial statement for the Fire Pension Fund in April, there was an error where medical insurance was included in the wrong section; the accurate placement for this item is the Other Post-Employment Benefits Trust Fund. Additionally, Mr. Legard responded to inquiries about the Actuarial Study expenditure line item.

**FIRE CLAIMS:** None

**NEW BUSINESS:** None to consider

**UNFINISHED BUSINESS:**

1. Discussion: Fire Pension Board Elections. Ms. Townsend provided an update of the Board Election process.
2. Discussion: Continuation of the Discussion to Change the Standing Meeting Time of this Board. Ms. Townsend motioned to change the standing meeting time of the Fire Pension Board to 4:15 p.m. Motion seconded by Mr. Legard.

**COMMENTS/DISCUSSION:** None

**ADJOURNMENT:** The meeting adjourned at 12:15 p.m.

Brandi Ralston, CPRO  
Deputy City Clerk

CITY OF KENNEWICK  
OTHER POST EMPLOYMENT BENEFITS  
TRUST FUND

Preliminary Financial Statements

April 30, 2024

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

Balance Sheet

April 30, 2024

	Current Year	Prior Year
<b><u>Assets</u></b>		
Equity in Pooled Cash & Investments	\$ 5,060,456	\$ 4,590,040
Investments	-	6,390
Interest Receivable	-	16
	-	16
Total Assets	\$ 5,060,456	\$ 4,596,446
<b><u>Liabilities</u></b>		
Accounts Payable	\$ 13,098	\$ -
Total Liabilities	13,098	-
<b><u>Fund Balance</u></b>		
Committed Fund Balance	5,047,357	4,596,446
Total Fund Balance	5,047,357	4,596,446
Total Liabilities and Fund Balance	\$ 5,060,456	\$ 4,596,446

**CITY OF KENNEWICK**

**Other Post Employment Benefits Trust Fund**

Income Statement

April 30, 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	\$ 203,033	\$ (583,867)	\$ 215,533
Investment Interest	119,000	15,000	62,944	(56,056)	54,114
<b>Total Revenues</b>	<b>905,900</b>	<b>65,000</b>	<b>265,977</b>	<b>(639,923)</b>	<b>269,646</b>
<b><u>Expenditures:</u></b>					
Medical Insurance	381,000	26,197	87,347	(293,653)	96,901
Medical and Prescriptions	199,500	5,638	19,266	(180,234)	45,634
Disability Board Secretary	2,000	-	-	(2,000)	296
Office Supplies	50	-	-	(50)	-
Postage Expense	300	-	-	(300)	263
Travel and Training	2,000	-	1,100	(900)	1,781
Contractual/Consulting Services	-	-	3,700	3,700	-
Copier Charges	15	-	-	(15)	-
<b>Total Expenditures</b>	<b>584,865</b>	<b>31,835</b>	<b>111,413</b>	<b>(473,452)</b>	<b>144,875</b>
<b>Net Income (Loss)</b>	<b>321,035</b>	<b>33,165</b>	<b>154,564</b>	<b>(166,471)</b>	<b>124,771</b>
<b>Beginning Fund Balance</b>	<b>4,892,793</b>	<b>5,014,193</b>	<b>4,892,793</b>	<b>-</b>	<b>4,471,674</b>
<b>Ending Fund Balance</b>	<b>\$ 5,213,828</b>	<b>\$ 5,047,357</b>	<b>\$ 5,047,357</b>	<b>\$ (166,471)</b>	<b>\$ 4,596,446</b>

CITY OF KENNEWICK  
FIRE PENSION FUND

Preliminary Financial Statements

April 30, 2024

<b>CITY OF KENNEWICK</b>
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**Fire Pension Fund**

Balance Sheet  
April 30, 2024

	Current Year	Prior Year
<b><u>Assets</u></b>		
Equity in Pooled Cash & Investments	\$ 1,124,319	\$ 1,003,693
Investments	-	6,390
Interest Receivable	-	16
	-	16
Total Assets	\$ 1,124,319	\$ 1,010,099
<b><u>Liabilities</u></b>		
Accounts Payable	\$ -	\$ -
Total Liabilities	-	-
<b><u>Fund Balance</u></b>		
Restricted Fund Balance	1,124,319	1,010,099
Total Fund Balance	1,124,319	1,010,099
Total Liabilities and Fund Balance	\$ 1,124,319	\$ 1,010,099

**CITY OF KENNEWICK**

**Fire Pension Fund**

Income Statement

April 30, 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	\$ 33,500	\$ 33,500	\$ (33,500)	\$ 33,500
Fire Insurance Premium Tax	124,000	-	-	(124,000)	-
Investment Interest	27,000	3,500	13,946	(13,054)	11,813
<b>Total Revenues</b>	<b>218,000</b>	<b>37,000</b>	<b>47,446</b>	<b>(170,554)</b>	<b>45,313</b>
<b><u>Expenditures:</u></b>					
Retirement Allowance	146,000	5,785	25,726	(120,274)	44,599
Actuarial Study	-	-	3,700	3,700	-
Office Supplies	25	86	86	61	-
Postage Expense	125	-	-	(125)	-
Travel and Training	2,000	-	-	(2,000)	-
<b>Total Expenditures</b>	<b>148,150</b>	<b>5,871</b>	<b>29,512</b>	<b>(118,638)</b>	<b>44,599</b>
<b>Net Income (Loss)</b>	<b>69,850</b>	<b>31,129</b>	<b>17,934</b>	<b>(51,916)</b>	<b>714</b>
<b>Beginning Fund Balance</b>	<b>1,106,385</b>	<b>1,093,190</b>	<b>1,106,385</b>	<b>-</b>	<b>1,009,385</b>
<b>Ending Fund Balance</b>	<b>\$ 1,176,235</b>	<b>\$ 1,124,319</b>	<b>\$ 1,124,319</b>	<b>\$ (51,916)</b>	<b>\$ 1,010,099</b>

June 4, 2024

**MEMORANDUM**

TO: Firemen's Pension Board  
FROM: Dan Legard, Finance Director *DTL*  
SUBJECT: **ANNUAL PENSION INCREASE**

According to RCW 41.18.104, widows of firefighters who retired from a service-connected disability under the old Firemen's Pension Act (pre-LEOFF) are entitled to a pension adjustment on July 1<sup>st</sup> each year.

The adjustment is indexed to the increase in the Seattle consumer price index between January 1<sup>st</sup> and December 31<sup>st</sup> of the previous year. The annual consumer price index (CPI-W) for the Seattle, Washington area in 2023 was 5.5%. Formal approval by the local firemen's pension board is required prior to implementation of the new pension rates.

There are three widows receiving benefits under this provision: Leta Berna, Paula Purdy, and Nancy Eckert. The rate increases effective July 1, 2024, are as follows:

Berna, Present Pension	\$386.03
Increase @ 5.5%	<u>21.23</u>
Adjusted Pension	\$407.26
Purdy, Present Pension	\$1,099.34
Increase @ 5.5%	<u>60.46</u>
Adjusted Pension	\$1,159.80
Eckert, Present Pension	\$1,721.91
Increase @ 5.5%	<u>94.71</u>
Adjusted Pension	\$1,816.62

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**City Clerk's Office**  
KRYSTAL TOWNSEND, CMC, CPRO  
CITY CLERK

May 28, 2024

Tom Reich  
812 S Taft Street  
Kennewick, WA 99336  
Sent Via Email: [tgreich@msn.com](mailto:tgreich@msn.com)

**RE: Kennewick Fire Pension Board Election Results**

Dear Tom:

Congratulations on your (unanimous) re-election to the Kennewick Fire Pension Board by active and eligible retired firefighters! Your new term starts immediately and ends on March 31, 2026.

Your appointment will be announced to both the Fire Pension Board and the Kennewick Fire Department. Working alongside Gary Williams, you are now tasked with selecting an alternate. The current alternate is Chad Blashill. Kindly inform me of your choice by June 30, 2024. Once the alternate is confirmed, I will circulate an updated roster.

Thank you for generously dedicating your time and skills to support and safeguard our esteemed retired firefighters.

Warmly,

Krystal Townsend, CMC, CPRO  
City Clerk

cc: Fire Pension Board Packet June 4, 2024  
Kennewick Fire Department Personnel