



Two Rivers
HEALTH DISTRICT

KENNEWICK PUBLIC HOSPITAL DISTRICT

Board of Commissioners Packet

Thursday, Oct. 31, 2024
Hybrid Meeting

via Zoom and

Trios Care Center at Vista Field
521 N. Young Street Kennewick, WA 99336

12:00 p.m.

Kennewick Public Hospital District
Kennewick, Benton County, Washington
Consent Agenda
October 31, 2024

All Materials under the Consent Agenda are considered routine by the Board of Commissioners and will be adopted by one motion in the form listed below. There will be no separate discussion of these items. An item may be removed from the Consent Agenda and considered separately if the board members or the public desire further discussion.

1. Approval of Minutes

a. Meeting Minutes, September 26, 2024.

Kennewick Public Hospital District
Thursday, Oct. 31, 2024 | Hybrid Meeting with
Zoom Remote

5:00 PM

Public Hearing: Property Tax Levy

Public Hearing: Budget

Regular October Board meeting

AGENDA

I. PUBLIC HEARINGS:

- A. Property Tax Levy**
- B. Budget 2025**

II. District Business:

Regular Board Meeting Business

- A. Approval of Consent Agenda***
- B. Public Comment –**

III. NEW BUSINESS:

A. Resolution 2024-9 Adopting District Budget for 2025 and Approving Limit Factor*

B. Resolution 2024-10 Certifying the Increase in Regular Tax Levy*

C. Reports

- 1. Lee Kerr – Superintendent, General Update
- 2. Legal Report - Heidi Ellerd, Legal Counsel
 - a. Updates – Records Requests
- 3. Administrative Report, Salem Thompson, Board Coordinator

D. Committee Reports/Recommendations

- 1. Finance Committee – Gary Long/Erica Davis
 - Acceptance of September 2024 financial statements* – Overview by Erica Davis
 - a. Approval of September 2024 payments and disbursements*
 - b. Treasurer’s Report – Gary Long
 - c. Audit updates
- 2. Governance Committee Updates – Mark Brault
 - a. Resolution 2024-8 Designating Reserve Fund as Surety Bond*
- 3. Planning Committee – Wanda Briggs
 - a. Scholarship Update
- 4. Adult Day Services – General Update: Rick Reil/Spencer Harris
 - a. Support for accounting services

IV. COMMISSIONER COMMENTS

V. Upcoming items – NONE

VI. BOARD MEETINGS/EVENTS/EDUCATION

Next Regularly Scheduled Board Meeting – Thursday, Nov. 21, 2024 @ 5:00p.m.

Close of Meeting

**KENNEWICK PUBLIC HOSPITAL DISTRICT
BENTON COUNTY, WASHINGTON**

RESOLUTION NO. 2024-9

A resolution of the Commission of Kennewick Public Hospital District, Benton County, Washington (the "District"), adopting the District's budget for calendar year 2025 and approving the limit factor for the District's regular property tax levy for collection in calendar year 2025

WHEREAS, RCW 70.44.060 requires the Superintendent of the District to prepare a proposed budget of the contemplated financial transactions of the District for the ensuing year and to file the budget in the records of the Commission on or before November 1st, and

WHEREAS, RCW 70.44.060 further requires the District to publish public notice of the proposed budget and the date and place of a hearing on the budget, which is required to be held on or before November 15th, for two consecutive weeks in a newspaper printed and of general circulation in Benton County; and

WHEREAS, the Superintendent has, in compliance with the requirements of RCW 70.44.060, prepared, filed and provided notice of the District's proposed budget; and

WHEREAS, the Commission has held a public hearing on the Budget in compliance with the requirements of RCW 70.44.060; and

WHEREAS, RCW 84.55.010 and RCW 84.55.092 provide that the levy for a taxing district in any year shall be set so that the regular property taxes payable in the following year shall not exceed the "limit factor" multiplied by the amount of regular property taxes lawfully levied for such district in the highest of the three most recent years in which such taxes were levied for such district, or the highest amount that could have been levied in any year since 1985, plus an additional dollar amount calculated by multiplying the increase in assessed value in that district resulting from new construction, increases in assessed value due to construction of electric generation wind turbine facilities classified as personal property, improvements to property, and any increase in the assessed value of state-assessed property by the regular property tax levy rate of that district for the preceding year; and

WHEREAS, RCW 84.55.005 provides that the limit factor for a taxing district that has a population equal to or greater than 10,000 shall be the lesser of 101% or the amount authorized under RCW 84.55.0101 if the taxing district has authorized a limit factor under RCW 84.55.0101 and shall be the lesser of 101% or 100% plus inflation if the taxing district has not authorized a limit factor under RCW 84.55.0101; and

WHEREAS, the Board of Commissioners of the District attests that the population of the District is more than 10,000 (Ten Thousand); and

WHEREAS, RCW 84.55.0101 provides that, upon finding substantial need, the legislative authority of a taxing district may provide for a "limit factor" of 101% or less and requires that any resolution approving such limit factor be approved by no fewer than five members of the Board of Commissioners; and

WHEREAS, the Board of Commissioners of the District has met and considered its budget for calendar year 2025; and

WHEREAS, the Board of Commissioners of the District, in the course of considering the budget for calendar year 2025, reviewed all sources of revenue and examined all anticipated expenses and obligations; and

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF KENNEWICK PUBLIC HOSPITAL DISTRICT, BENTON COUNTY, WASHINGTON, as follows:

Section 1. The Commission hereby adopts the 2025 Operating Budget attached hereto as Exhibit A as the budget for the District for calendar year 2025, which budget includes a regular property tax levy in the amount of approximately \$1,695,224.00.

Section 2. The Commission hereby adopts a limit factor for the District's regular levy for collection in calendar year 2025 of 101% multiplied by the amount of regular property taxes lawfully levied by the District for collection in 2024, and hereby finds that there is substantial need for the use of such limit factor.

Section 3. The County Treasurer of Benton County, Washington, is hereby authorized and directed to collect and deliver on or before the 15th of each month to the Treasurer of the District the sum of all taxes collected on behalf of the District during the preceding month together with a proper accounting thereof.

Section 4. The Superintendent of the District is hereby authorized and directed to deliver a certified copy of the Resolution to the clerk of the Board of County Commissioners of Benton County in compliance with applicable law.

ADOPTED AND APPROVED by the Commission of Kennewick Public Hospital District, Benton County, Washington at a special, open public meeting thereof, held this 31st day of October, 2024.

**KENNEWICK PUBLIC HOSPITAL DISTRICT
BENTON COUNTY, WASHINGTON**

Mark Brault, President & Commissioner

Spencer Harris, Commissioner

Marv Kinney, Vice President & Commissioner

Richard L. Reil, Commissioner

Wanda L. Briggs, Commissioner

Sheila Dunlop, Commissioner

Gary Long, Commissioner

EXHIBIT

A

**Kennewick Public Hospital District
2025 Budget**

2025 Budget

Revenue

100 Property Tax Revenue	\$ 1,695,224
105 Administrative Refund	
110 Grant Income	

Total Revenue	1,695,224.40
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Direct Costs

200 Community Care Agreement	1,356,179.52
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Total Direct Costs	1,356,179.52
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Gross Proceeds	339,044.88
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Expenditures

301 Health Initiative Contributions	35000
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303 Scholarship Contributions	20000
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305 Bank Fees	5000
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315 Commissioner Mtg Stipend	40000
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318 Dues	1275
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320 Facilities Expense	
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323 Utilities	660
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325 Repairs and Maintenance	
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Total 320 Facilities Expense	660.00
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326 Insurance	15669
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330 Legal and Professional	
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331 Attorney Fees	15000
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332 Accounting	21590
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333 Audit Expense	27000
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335 Administrative Support	36330
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336 Other Professional Fees	12000
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Total 330 Legal and Professional	111,920.00
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339 Licenses and Taxes	25
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340 Office Expenses	5000
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342 Public Records Request	13000
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343 Records Management	15000
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347 Public Election Costs	60000
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360 Superintendent Compensation	41184
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365 Supplies	
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370 Training and Travel
VOID

5000

Total Expenditures	368,733.00
Net Operating Revenue	-29,688.12
Other Revenue	
900 Richmond Trust Income	30000
930 Gain on Disposal of Assets	
950 Worker's Comp Reimbursements	200000
960 Interest and Dividend Income	55000
980 Printing, Copying Reimbursement	
Total Other Revenue	285,000.00
Other Expenditures	
800 Workers Comp Claims Paid	200000
805 Administrative Claims	
810 Interest Expense	1164.39
Total Other Expenditures	201,164.39
Net Other Revenue	83,835.61
Net Operating and Non-Operating Revenue	54,147.49

Financing Activities	
Debt (Principal Obligations)	35230
Contributions to Reserves	18000

Net Cash Proceeds from Operating, Non-Operating, and
Financing Activities

917.51



Ordinance / Resolution No. 2024-10
RCW 84.55.120

WHEREAS, the BOARD OF of KENNEWICK PUBLIC has met and considered
COMMISSIONERS HOSPITAL DISTRICT
(Governing body of the taxing district) (Name of the taxing district)
its budget for the calendar year 2025; and,

WHEREAS, the districts actual levy amount from the previous year was \$ 1,679,121.00; and,
(Previous year's levy amount)

WHEREAS, the population of this district is ☒ more than or ☐ less than 10,000; and now, therefore,
(Check one)

BE IT RESOLVED by the governing body of the taxing district that an increase in the regular property tax levy
is hereby authorized for the levy to be collected in the 2025 tax year.
(Year of collection)

The dollar amount of the increase over the actual levy amount from the previous year shall be \$ 16,791.21
which is a percentage increase of 1 % from the previous year. This increase is exclusive of
(Percentage increase)

additional revenue resulting from new construction, improvements to property, newly constructed wind turbines,
solar, biomass, and geothermal facilities, and any increase in the value of state assessed property, any annexations
that have occurred and refunds made.

Adopted this 31 day of OCTOBER, 2024.

If additional signatures are necessary, please attach additional page.

This form or its equivalent must be submitted to your county assessor prior to their calculation of the property tax levies. A certified budget/levy request, separate from this form is to be filed with the County Legislative Authority no later than November 30th. As required by RCW 84.52.020, that filing certifies the total amount to be levied by the regular property tax levy. The Department of Revenue provides the "Levy Certification" form (REV 64 0100) for this purpose. The form can be found at: <http://dor.wa.gov/docs/forms/PropTx/Forms/LevyCertf.doc>.

To ask about the availability of this publication in an alternate format, please call 1-800-647-7706. Teletype (TTY) users may use the Washington Relay Service by calling 711. For tax assistance, call (360) 534-1400.

Form 64 0100

Levy Certification

Submit this document, or something similar, to the **county legislative authority on or before November 30** of the year preceding the year in which the levy amounts are to be collected.

Courtesy copy may be provided to the county assessor.

This form is not designed for the certification of levies under RCW 84.52.070.

In accordance with RCW 84.52.020, I **MARK BRAULT** (Name),
PRESIDENT & COMMISSIONER (Title), for **KENNEWICK PUBLIC HOSPITAL DISTRICT** (District name),
do hereby certify to the **BENTON** (Name of county) County legislative authority
that the **BOARD OF COMMISSIONERS** (Commissioners, Council, Board, etc.) of said district requests
that the following levy amounts be collected in **2025** (Year of collection) as provided in the district's
budget, which was adopted following a public hearing held on **10/31/2024** (Date of public hearing).

Regular levies

Levy	General levy	Other levy*
Total certified levy request amount, which includes the amounts below.	1,800,000.00	
Administrative refund amount	1,894.95	
Non-voted bond debt amount		
Other* 		

Excess levies

Levy	General (n/a for school districts)	Bond	Enrichment (school districts only)	Cap. project	Other levy*
Total certified levy request amount, which includes the amounts below.					
Administrative refund amount					
Other* 					

*Examples of other levy types may include EMS, school district transportation, or construction levies.

Examples of other amounts may include levy error correction or adjudicated refund amount. Please include a description when using the "other" options.

Signature: _____ Date: _____

To request this document in an alternate format, please complete the form dor.wa.gov/AccessibilityRequest or call 360-705-6705. Teletype (TTY) users please dial 711.

Kennewick Public Hospital District
Thursday, September 26, 2024 | Hybrid Meeting
Hampton Inn 486 Bradley Blvd. Richland, WA 99352
12:00 PM

MINUTES

Attendance: Mark Brault, Gary Long, Marv Kinney, Wanda Briggs, Rick Reil, Spencer Harris, Sheila Dunlop, Heidi Ellerd, Lee Kerr, Salem Thompson, Erica Davis.

Special guests: Mary Kay Clunies-Ross, Sunshine Communications; Joanna Castellanos, AWPHD

I. District Business:

A. Approval of Consent Agenda

1. Approval of Meeting Minutes of Regular meeting held August 29, 2024
IT WAS MOVED AND SECONDED TO APPROVE THE CONSENT AGENDA AND MINUTES FROM THE AUGUST 29, 2024 MEETING. ALL IN FAVOR. NO DISCUSSION. MOTION CARRIED.

B. Public Comment – NONE

II. NEW BUSINESS:

A. Reports

1. Lee Kerr – Superintendent, General Update –
Lee reported on various activities and meetings pertaining to workman’s compensation claims, the recovery center citizens advisory council, and the Benton Franklin Health District.
2. Legal Report - Heidi Ellerd, Legal Counsel
 - a. Records Requests (updates) – Nothing new to report.
3. Administrative Report, Salem Thompson, Board Coordinator – Nothing new to report.

B. Committee Reports/Recommendations.

1. Finance Committee – Gary Long
 - a. Acceptance of the August 2024 financial statements – Overview by Erica Davis
IT WAS MOVED AND SECONDED TO APPROVE THE AUGUST 2024 FINANCIAL STATEMENTS AS PRESENTED. ALL IN FAVOR. NO DISCUSSION. MOTION CARRIED.
 - b. Approval of the August 2024 payments and disbursements
IT WAS MOVED AND SECONDED TO APPROVE THE AUGUST 2024 PAYMENTS AND DISBURSEMENTS AS PRESENTED. ALL IN FAVOR. NO DISCUSSION. MOTION CARRIED.
 - c. Treasurer’s Report – Gary Long
 - d. 2023 Audit – status update – Efforts are still being made to fulfill audit requests.
Remaining outstanding items are from ADS. It is still unknown when a draft of the audit will be available.
 - e. 2024-2025 Audit – Gary reported on an option to have the State Auditor’s Office perform the financial audit beginning next year. The State Auditor option will be discussed more fully by the Finance and Governance Committees with a recommendation to be brought to the full commission for consideration.

2. Governance Committee Updates – Mark Brault
 - a. L&I update – An increase in the amount of claims has been noted and a potential change will be needed to the surety bond. After discussing, an update will be needed to the surety bond resolution passed earlier in the year.
 - b. 2025 Budget committee – An ad-hoc committee will meet to draft a budget for 2025. Heidi’s office will advise on the levy calculation for the budget. In the meantime, Erica Davis will provide a draft for the committee to use.
 - c. ADS Ribbon Cutting event and tour – Rick Reil reported that there was no September ADS board meeting, the next regular meeting will be Oct. 17, 2024. The kitchen and handwashing area remodel is going well and ahead of schedule. A ribbon cutting event is planned for mid-November.
3. Planning Committee – Wanda Briggs
 - a. CBC and WSU scholarship awards upcoming events – The CBC scholarship breakfast is set for Friday, September 27, 2024, and the WSU brunch is in mid-October. Wanda encourages any commissioner available to consider attending the WSU event and coordinate with Salem for RSVP.
4. Adult Day Services – General Update: Rick Reil/Spener Harris – see above.

- C. **Communications Information/Discussion** – Special Guests: Mary Kay Clunies-Ross, Owner, Sunshine Communications; Joanna Castellanos, Program and Outreach Manager, AWPHD (Association of WA Public Hospital Districts)

Ms. Ross introduced Ms. Castellanos and reviewed the provided report and showed a PowerPoint presentation which will be circulated after the meeting via email to the commissioners and any member of the public in attendance.

No actions were taken.

III. COMMISSIONER COMMENTS

IV. Upcoming items - None

V. BOARD MEETINGS/EVENTS/EDUCATION – Thurs. Oct. 31 @ 5:00 pm at the regular meeting location.

Meeting adjourned at 3:20 pm

Management Reports

Kennewick Public Hospital District

For the period ended September 30, 2024

Prepared by

Guardian Financial Group

Prepared on

October 1, 2024

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These financial statements have not been subjected to an audit or review or compilation engagement, and no assurance is provided on them. Additionally, management has chosen to omit formal notes to these interim monthly financial statements. However, district leadership have provided explanations on select accounts below.

Financial Statement Explanation of Terms

The District's Financial documents use bookkeeping and accounting terms and phrases that have the following meanings:

Account 200 Community Care Agreement under the "Cost of Goods Sold" Section—This section represents the accounting software category designated for payments required by the Community Care Agreement to RCCH Trios to provide healthcare services which include charity care, reimbursements and on-going hospital operations.

Account 1020 Health Initiative Fund—Funds held to pursue the acquisition of a Recovery Center facility as well as to pursue other unmet healthcare needs in the District. These funds originated from the sale of Lifepoint's interest in the Tri-City Cancer Center. Lifepoint donated the proceeds of the sale to the District. Lifepoint Health, Inc. owns and operates Trios Hospital.

Account 1040 Worker's Compensation Account—This is a pass-through account with funds received from Trios RCCH to benefit pre-petition employees who are receiving workman's compensation benefits. It is beyond the requirements of the Community Care Agreement and provided by Trios RCCH to benefit prior and continuing employees.

Account 1055 Local Government Investment Pool Account -The Local Government Investment Pool (LGIP) is a voluntary investment vehicle operated by the State Treasurer. Over 530 local governments have participated in the pool since it was started in 1986 to provide safe, liquid, and competitive investment options for local government pursuant to RCW 43.250. The LGIP lets local governments use the State Treasurer's resources to safely invest their funds while enjoying the economies of scale available from a \$15-26 billion pooled fund investment portfolio. LGIP's investment objectives are, in priority order: 1) safety of principal, 2) maintaining adequate liquidity to meet cash flows, and 3) providing a competitive interest rate relative to other comparable investment alternatives. LGIP offers 100% li <https://www.tre.wa.gov/wp-content/uploads/LGIP-Investment-Policy-December-2018-1.pdf>quidity to its participants and as such is classified as a 'Cash Equivalent' on the District's balance sheet. LGIP investment guidelines are spelled out in the LGIP Investment Policy found at <https://www.tre.wa.gov/wp-content/uploads/LGIP-Investment-Policy-December-2018-1.pdf>.

Account 2001 Richmond Trust Account—This is a Legacy Trust with an income interest donated to the District by Mrs. Richmond. Baker Boyer Bank acts as the trustee.

Account 2100 Adult Day Services Loan Account—The District borrowed funds from ADS in mid-2019 to satisfy a long-term debt owed to the Kennewick Liquidation Trust. Principal and interest payments are made quarterly on a 10 year amortization schedule. The amortization schedule was shortened in October 2022 following a large, additional principal payment of \$120,000. The loan is now expected to be paid off in October, 2025.

Statement of Activity With Year to Date

September 2024

		Total
	Sep 2024	Jan - Sep, 2024 (YTD)
REVENUE		
100 Property Tax Revenue	30,437.90	986,312.22
110 Grant Income		10,000.00
Total Revenue	30,437.90	996,312.22
COST OF GOODS SOLD		
200 Community Care Agreement	24,350.32	789,049.77
Total Cost of Goods Sold	24,350.32	789,049.77
GROSS PROFIT	6,087.58	207,262.45
EXPENDITURES		
303 Scholarship Contributions		4,190.40
305 Bank Fees	358.05	3,216.08
315 Commissioner Mtg Stipend	3,059.00	26,359.00
320 Facilities Expense		
323 Utilities	55.00	521.08
Total 320 Facilities Expense	55.00	521.08
326 Insurance	50.30	13,373.44
330 Legal and Professional		
331 Attorney Fees	296.00	7,711.04
332 Accounting	1,730.00	15,570.00
333 Audit Expense		12,301.36
335 Administrative Support	2,500.00	22,500.00
336 Other Professional Fees	953.30	8,543.86
Total 330 Legal and Professional	5,479.30	66,626.26
339 Licenses and Taxes		25.00
340 Office Expenses	413.26	3,621.04
342 Public Records Request	1,200.00	10,345.00
343 Records Management	700.00	13,655.90
360 Superintendent Compensation	3,300.00	29,700.00
VOID		0.00
Total Expenditures	14,614.91	171,633.20
NET OPERATING REVENUE	-8,527.33	35,629.25
OTHER REVENUE		
900 Richmond Trust Income	14,420.79	25,493.37
950 Worker's Comp Reimbursements	21,421.10	220,993.64
960 Interest and Dividend Income	4,132.83	44,108.14
Total Other Revenue	39,974.72	290,595.15
OTHER EXPENDITURES		
800 Workers Comp Claims Paid	11,423.76	211,001.04

		Total
	Sep 2024	Jan - Sep, 2024 (YTD)
810 Interest Expense		3,097.25
Total Other Expenditures	11,423.76	214,098.29
NET OTHER REVENUE	28,550.96	76,496.86
NET REVENUE	\$20,023.63	\$112,126.11

Statement of Financial Position

As of September 30, 2024

	Total
ASSETS	
Current Assets	
Bank Accounts	
1010 US Bank Checking 4037	133,009.60
1020 Health Initiative Reserves 2765	2,000.00
1030 US Bank 6221	100.00
1040 Key Bank Worker's Comp	15,343.76
1050 Cash Equivalents	
1055 Local Government Investment Pool	962,937.20
Total 1050 Cash Equivalents	962,937.20
Total Bank Accounts	1,113,390.56
Other Current Assets	
1105 Tax Receivable	705.00
Total Other Current Assets	705.00
Total Current Assets	1,114,095.56
Other Assets	
2001 Richmond Trust (Restricted)	582,272.29
Total Other Assets	582,272.29
TOTAL ASSETS	\$1,696,367.85
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2020 Accounts Payable	32,023.22
2021 AP - ADS	3,240.00
Total Accounts Payable	35,263.22
Credit Cards	
2024 U.S. Bank CC (4195)	468.26
Total Credit Cards	468.26
Total Current Liabilities	35,731.48
Long-Term Liabilities	
2100 Loan from ADS	42,425.21
Total Long-Term Liabilities	42,425.21
Total Liabilities	78,156.69
Equity	
3200 Net Position	595,360.30
3210 Restricted - Expendable	341,000.00
3220 Restricted - Expendable Richmond Trust	569,724.75
Net Revenue	112,126.11

	Total
Total Equity	1,618,211.16
TOTAL LIABILITIES AND EQUITY	\$1,696,367.85

Statement of Cash Flows - Last Month

September 2024

	Total
OPERATING ACTIVITIES	
Net Revenue	20,023.63
Adjustments to reconcile Net Revenue to Net Cash provided by operations:	
2020 Accounts Payable	23,427.82
2024 U.S. Bank CC (4195)	164.71
Total Adjustments to reconcile Net Revenue to Net Cash provided by operations:	23,592.53
Net cash provided by operating activities	43,616.16
NET CASH INCREASE FOR PERIOD	43,616.16
Cash at beginning of period	1,069,774.40
CASH AT END OF PERIOD	\$1,113,390.56

Check Detail

September 2024

Date	Transaction Type	Num	Name	Memo/Description	Clr	Amount
1010 US Bank Checking 4037						
09/04/2024	Expenditure		Mutual of Enumclaw	ACH Debit(s)	R	-50.30
				ACH Debit(s)		50.30
09/05/2024	Check	1738	U.S.Bank CC (4195)	Acct # 4798 5312 2235 4195 September 2024 Statement	R	-303.55
				Acct # 4798 5312 2235 4195 September 2024 Statement		-303.55
09/05/2024	Bill Payment (Check)	1739	ColumbiaSoft Corporation		R	-922.50
						-922.50
09/05/2024	Bill Payment (Check)	1740	Advantage IT		R	-953.30
						-953.30
09/09/2024	Expenditure		EFT Payments (See Detailed List)	ACH Debit(s)	R	-9,237.00
				W. Briggs, M. Brault, S. Dunlop, S. Harris, M. Kinney, G. Long, R. Reil		2,737.00
				S. Snowdy		2,500.00
				L. Kerr		3,300.00
				D. Clark		700.00
09/13/2024	Expenditure		EFT Payments (See Detailed List)	Sheila Dunlop	R	-322.00
				Sheila Dunlop		322.00

Date	Transaction Type	Num	Name	Memo/Description	Clr	Amount
09/16/2024	Expenditure		Epic Tax Solutions	ACH Debit(s)	R	-1,730.00
				ACH Debit(s)		1,730.00
09/16/2024	Expenditure		US Bank	Miscellaneous Fee(s)	R	-80.13
				Miscellaneous Fee(s)		80.13
09/18/2024	Bill Payment (Check)	1741	Ellerd, Hultgrenn & Dahlhauser, LLP			-1,496.00
						-1,496.00
1040 Key Bank Worker's Comp						
09/30/2024	Expenditure		Workers Comp		R	-11,423.76
						11,423.76
09/30/2024	Expenditure		KeyBank		R	-273.42
						273.42

Contractor Payment Register Report

Kennewick Public Hospital District



Pay Period From 08/01/2024 to 08/31/2024, Pay Date: 09/10/2024, Payment # 13

#	Contractor Name	Compensation	Federal Tax	YTD	State Tax	YTD	Reimbursement	Deductions	Net pay	Check #
9	Mark C Brault	644.00	0.00	0.00	0.00	0.00		0.00	644.00	
2	Wanda Briggs	322.00	0.00	0.00	0.00	0.00		0.00	322.00	
11	Debra L Clark	700.00	0.00	0.00	0.00	0.00		0.00	700.00	
13	Spencer D Harris	322.00	0.00	0.00	0.00	0.00		0.00	322.00	
3	Leland Kerr	3,300.00	0.00	0.00	0.00	0.00		0.00	3,300.00	
4	Marv Kinney	483.00	0.00	0.00	0.00	0.00		0.00	483.00	
5	Gary Long	483.00	0.00	0.00	0.00	0.00		0.00	483.00	
7	Rick Reil	483.00	0.00	0.00	0.00	0.00		0.00	483.00	
8	Salem Snowdy	2,500.00	0.00	0.00	0.00	0.00		0.00	2,500.00	
Payment Totals :		9,237.00	0.00	0.00	0.00	0.00	0.00	0.00	9,237.00	

Contractor Payment Register Report

Kennewick Public Hospital District



Pay Period From 08/01/2024 to 08/31/2024, Pay Date: 09/16/2024, Payment # 16

#	Contractor Name	Compensation	Federal Tax	YTD	State Tax	YTD	Reimbursement	Deductions	Net pay	Check #
12	Sheila K Dunlop	322.00	0.00	0.00	0.00	0.00		0.00	322.00	
Payment Totals :		322.00	0.00	0.00	0.00	0.00	0.00	0.00	322.00	

Kennewick Public Hospital District

Transaction Report - US Bank Credit Card

September 2024

DATE	TRANSACTION TYPE	NAME	AMOUNT	BALANCE
U.S. Bank CC (4195)				
Beginning Balance				303.55
09/03/2024	Credit Card Expenditure	Adobe	21.73	325.28
09/05/2024	Check	U.S.Bank CC (4195)	-303.55	21.73
09/19/2024	Credit Card Expenditure	Microsoft Edge	176.64	198.37
09/19/2024	Credit Card Expenditure	Microsoft Office	26.08	224.45
09/23/2024	Credit Card Expenditure	Spectrum	55.00	279.45
09/26/2024	Credit Card Expenditure	FedEx Office	188.81	468.26
Total for U.S. Bank CC (4195)			\$164.71	
TOTAL			\$164.71	

KENNEWICK PUBLIC HOSPITAL DISTRICT
BENTON COUNTY, WASHINGTON
RESOLUTION 2024-8

A RESOLUTION DESIGNATING THE RESERVE FUND AS SURETY FOR SELF-
INSURANCE PROGRAM

Whereas, the Kennewick Public Hospital District No. 1 (hereinafter "District") has since 2012 operated as a Self-Insured entity administered by a Third-Party Administrator, Vivian Eberle, and

Whereas, since 2018 the District has had no employees subject to State Labor & Industry's benefits; however, the District has a continuing obligation to provide a surety pursuant to WAC 296-15 to ensure funds are available for the diminishing remaining claimants, and

Whereas WAC 296-15 requires that a surety bond or a designated reserve fund be maintained in an amount equal to one hundred and twenty percent of the expected claims for the coming year, and

Whereas the expected claims for 2025 are less than \$400,000 requiring a reserve amount of \$500,000.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF KENNEWICK PUBLIC HOSPITAL DISTRICT NO. 1 THAT:

In lieu of securing a surety bond, a designated reserve fund will be used as surety for the Self-Insurance Certification for the District;

A portion of the Healthcare Initiative Fund will be the designated reserve fund which is held in the Local Government Investment Fund Account ending in x2171;

In no event shall the balance of the Healthcare Initiative Fund fall below the sum of \$500,000 for the year 2025 and will not fall below one hundred and twenty percent of the expected claims for each year that the obligation exists.

ADOPTED AND APPROVED by the Commissioners of Kennewick Public Hospital District No. 1, Benton County, Washington, at a regular meeting on the 31st day of October, 2024.

**KENNEWICK PUBLIC HOSPITAL DISTRICT,
BENTON COUNTY, WASHINGTON**

Mark Brault, President & Commissioner

Spencer Harris, Commissioner

Marv Kinney, Vice President & Commissioner

Richard Reil, Commissioner

Wanda Briggs, Commissioner

Sheila Dunlop, Commissioner

Gary Long, Commissioner