Mario -

Mike says that original should go with the Administrator.

Thanks.

See and forward to Dick and Tony.
February 3, 1984

Gerald M. Winkle  
Finance/Personnel Director  
City of Kent  
P.O. Box 310  
Kent WA  98031

RE:  700,251-00-2

Dear Mr. Winkle,

As part of the certification process to become a self-insured employer, the City of Kent was required to establish a reserve account in the amount of $100,000.00. However, due to a recent departmental change, this requirement has been dropped. Therefore, the Department, by means of this written notice, hereby releases the City of Kent from the obligation of maintaining this reserve account.

If you have any questions regarding this matter, please feel free to contact this office.

Sincerely,

Larry J. Wilkinson  
Assistant Chief Auditor  
Self Insurance  

LJW:1jh
AN ORDINANCE determining that the City of Kent, Washington should provide for a program of industrial insurance, or workmens' compensation, through self insurance; authorizing and directing the City Administrator to, on behalf of the City, make application to the Department of Labor and Industries for certification of the City as a self insurer, enter into an agreement with a qualified insurer for such insurance coverage, enter into an agreement for risk management services, and execute a surety bond in accordance with RCW Chapter 51.14; and creating a new fund to be known as the Workmens' Compensation Fund, and appropriating monies thereto.

WHEREAS the City Council finds that it is in the best interests of the City to provide a program of industrial insurance or workmens' compensation, for its employees through a program of self-insurance, as authorized by RCW Chapter 51.14; and

WHEREAS the City Council finds that it is necessary to establish a separate fund for said program, to be designated the "Workmens' Compensation Fund"; and

WHEREAS it is necessary to appropriate monies to said fund to pay the costs and expenses of said program; and

WHEREAS the City Council finds that unexpended monies are available in the Current Expense Fund which can be reappropriated to said "Workmens' Compensation Fund"; and

WHEREAS the City Council finds that it is in the best interest of the City that the appropriation to the Current Expense Fund contained in the 1979 Budget be decreased by the amount of $100,000, and said amount thus released be appropriated to the "Workmens' Compensation Fund", NOW, THEREFORE

THE CITY COUNCIL OF THE CITY OF KENT, WASHINGTON, DO HEREBY ORDAIN AS FOLLOWS:

Section 1. The City Administrator or his designee is hereby authorized and directed to, on behalf of the City, make
application to the Washington State Department of Labor and Industries for certification as a qualified self insurer.

Section 2. The City Administrator or his designee is hereby authorized and directed to enter into an agreement, on behalf of the City, with a qualified insurer authorized to do business in the State of Washington for reinsurance of all or a portion of the City's liability for workmen's compensation payments, as authorized by RCW 51.14.020(5), and is further authorized and directed to enter into an agreement, on behalf of the City, with a qualified firm for risk management services in connection with said self-insurance program.

Section 3. The City Administrator or his designee is hereby authorized and directed to execute, on behalf of the City, a surety bond written by a company admitted to transact surety business in the State of Washington, in such amount and such form as may be required by the Director of the Department of Labor and Industries in accordance with RCW Chapter 51.14.

Section 4. There is hereby created and established a special fund, to be designated and known as the "Workmens' Compensation Fund," into which monies shall be placed from time to time from available sources designated by the City Administrator or provided for in the annual budget.

Monies placed in said Fund may be used, and the appropriate administrative officials are hereby authorized to expend said funds, for the following purposes:

1) Paying any liabilities of the City for compensation incurred as a self-insurer hereunder.

2) Paying any premiums or other costs for reinsurance and surety bonds as may be authorized or required by RCW Chapter 51.14.

3) Paying the City's prorata share of the state fund deficit as determined by the Director of the Department of Labor and Industries.

4) Maintaining a reserve for payment of compensation and assessments as required by RCW Chapter 51.14.
5) Paying any other costs and expenses for the operation and maintenance of the self-insurance program hereunder established.

Section 5. The appropriation to the Current Expense Fund set forth in the 1979 Budget is hereby decreased in the amount of $100,000, and said amount thus released is hereby re-appropriated to the Workmens' Compensation Fund.

No portion of said $100,000 shall be used for operational expenses of the City's self-insurance program, but rather the entire amount shall be invested by the City in accordance with rules and regulations of the Department of Labor and Industries and shall be used solely for the purposes provided for by said Department.

Section 6. This Ordinance shall take effect and be in force five (5) days from and after its passage, approval and publication as provided by law.

ATTEST:

ISABEL HOGAN, MAYOR

MARIE JENSEN, CITY CLERK

APPROVED AS TO FORM:

DONALD E. MIRK, CITY ATTORNEY

PASSED the 18 day of June, 1979.
APPROVED the 19 day of June, 1979.
PUBLISHED the 22 day of June, 1979.

I hereby certify that this is a true copy of Ordinance No. 2166, passed by the City Council of the City of Kent, Washington, and approved by the Mayor of the City of Kent as hereon indicated.

MARIE JENSEN, CITY CLERK

(SEAL)