

Agenda

Police Pension Board Regular Meeting
Thursday, December 15, 2022 - 8:15 AM
Richland City Hall ~ Parkway Conference Room
625 Swift Boulevard

Police Pension Board Regular Meeting No. 761**Call to Order****Attendance****Presentations**

1. 2023 Salary Escalator for Police Officers and Unaffiliated Staff
 - Brandon Allen, Finance Director

Public Comments**Minutes:** (Approve by Motion)

2. Approval of the November 17, 2022 Police Pension Board Meeting Minutes
 - Jennifer Rogers, Police Pension Board Secretary

Financial Reports and Investments: (Approve to Accept and File by Motion)

3. November 2022 Preliminary Financial Statements
 - Brandon Allen, Finance Director

Medical/Dental/Vision/Medicare/Other Claims: (Approve by Motion)

4. December 2022 Medical/Dental/Vision/Other Claims
 - Jennifer Rogers, Police Pension Board Secretary

Business Items: (Approve by Motion)

5. P31 Payment Request
 - Jennifer Rogers, Police Pension Board Secretary

Board Member Comments**Adjournment:** (Motion to Adjourn)

Richland City Hall is ADA accessible. Any individual who has difficulty attending the meeting in-person may request to provide comments remotely. (Ch. 42.30 RCW) Requests for sign interpreters, audio equipment, and/or other special services must be received 48 hours prior to the meeting by calling the City Clerk's Office at 509-942-7389.



POLICE PENSION BOARD AGENDA ITEM COVERSHEET

Meeting Date: 12/15/2022

Agenda Category: Presentations

Subject:
2023 Salary Escalator for Police Officers and Unaffiliated Staff

Department:
Police Pension Board

Document Type:
Presentation

Recommended Motion:

Summary:
The 2023 Salary Escalator reflects a 5% wage increase, which will be effective the first payroll in 2023 (December 19, 2022).

Attachments:

1. Police Guild Salary Escalator
2. Police Unaffiliated Staff Salary Escalator

Following is the list of the new pension allowances for retired Police Officers through Sergeant receiving the salary escalator. The changes represent a 5% wage increase effective the 1st payroll period in 2023(December 18, 2022), pursuant to the Police Guild bargaining agreement approved by City Council on January 18, 2022. Calculations were verified by Brandon Allen, Finance Director.

Emp #	Name	Position	Salary Schedule	Long-evity	Wage	%	41.20 Amt	Less LEOFF	Board Payment
704		Police Officer	8,504.00	170.08	8,674.08	50	4,337.04	3,250.65	1,086.39
3218		Sergeant	10,035.00	1,204.20	11,239.20	50	5,619.60	3,742.11	1,877.49
3757		Corporal	9,100.00		9,100.00	50	4,550.00	3,585.24	964.76
985		Detective	9,015.00	180.30	9,195.30	50	4,597.65	3,589.51	1,008.14
40		Police Officer	8,504.00	1,020.48	9,524.48	33	3,174.83	-	3,174.83
489		Sergeant	10,035.00	200.70	10,235.70	33	3,411.90	3,794.56	-
927		Sergeant	10,035.00	200.70	10,235.70	50	5,117.85	3,743.82	1,374.03
P29W		Corporal	9,100.00	1,092.00	10,192.00	33	3,397.33	3,534.28	-
3187		Police Officer	8,504.00	1,020.48	9,524.48	50	4,762.24	3,436.64	1,325.60
P37W		Sergeant	10,035.00	1,204.20	11,239.20	33	3,746.40	3,743.69	2.71
421		Police Officer	8,504.00	170.08	8,674.08	50	4,337.04	3,339.59	997.45
New Monthly Total								\$	11,811.40
Total Monthly Increase			\$ 1,737.54	Pay from 12-1-22 thru 12-31-22					\$10,802.50

MEMORANDUM

TO: POLICE PENSION BOARD
FROM: Jane Gagnebin, Payroll Specialist

DATE: December 15, 2022

RE: Salary Escalations

Below is the list of new pension allowances effective the first payroll in 2023 (December 19, 2022). These changes reflect an 5% increase to the salary ranges for unaffiliated positions approved by Council on December 6, 2022.

Calculations verified by Brandon Allen, Finance Director

Emp #	Name	Position	Sal. Sch.	Longevity	Current Wage	%	41.20 Amount	Less LEOFF	Board Payment	with 13 Days
4917		Director	17,047.00		17,047.00	60	10,228.20	8,677.66	1,550.54	203.55

New Monthly Total

\$ 1,550.54

The total monthly increase is \$ 485.40

12/19/22-12/31/22:

\$ 203.55



POLICE PENSION BOARD AGENDA ITEM COVERSHEET

Meeting Date: 12/15/2022

Agenda Category: Minutes

Subject:

Approval of the November 17, 2022 Police Pension Board Meeting Minutes

Department:

Police Pension Board

Document Type:

Minutes

Recommended Motion:

Approve the meeting minutes from the Police Pension Board regular meeting held on November 17, 2022.

Summary:

Draft meeting minutes from the November 17, 2022 Police Pension Board regular meeting are presented for the Board's review and approval.

Attachments:

- I. DRAFT 2022.11.17 Police Pension Board Regular Meeting Minutes

Minutes

Police Pension Board Regular Meeting
Thursday, November 17, 2022 ~ 8:15 AM
Richland City Hall ~ Parkway Conference Room
625 Swift Boulevard

Police Pension Board Regular Meeting No. 760

Call to Order

Mayor Alvarez called the meeting to order at 8:33 a.m.

Attendance

Mayor Alvarez, Finance Director Allen and Police Pension Representatives Couch, Moore, and Thomas (telephonic participation) and Police Pension Secretary Rogers were present.

Mayor Pro Tem Christensen was absent.

Presentations

None.

Public Comments

None.

Minutes

1. Approval of the October 20, 2022 Police Pension Board Meeting Minutes

Mr. Allen moved and Mr. Moore seconded the motion to approve the October 20, 2022 meeting minutes as presented. The motion carried 6-0.

Financial Reports and Investments:

2. October 2022 Preliminary Financial Statements

Finance Director Allen provided an overview of the October 2022 Preliminary Financial Statements and stated that though there are two months left in the year, the Board is well under budget. Finance Director Allen welcomed questions from the Board.

Mr. Moore moved and Mr. Couch seconded the motion to receive and place on file the October 2022 Preliminary Financial Statements as presented. The motion carried 6-0.

Medical/Dental/Vision/Medicare/Other Claims

3. November 2022 Medical/Dental/Vision/Medicare/Other Claims Report

Police Pension Board Secretary Rogers provided an overview of the claims report and welcomed questions from the Board.

Mr. Couch moved and Mr. Moore seconded the motion to approve the claims as presented. The motion carried 6-0.

Business Items

None.

Board Member Comments

Finance Director Allen stated that commanders and lieutenants will be represented by the Police Employment Relations Commission (PERC). Therefore, commanders, captains and lieutenants will be removed from the City's salary schedule and their salary will be determined by the agreed upon Collective Bargaining Agreement.

Finance Director Allen engaged in a question-and-answer session with Board members.

Mayor Alvarez shared he missed the October meeting due to being out of state for personal reasons.

Finance Director Allen wished everyone a happy Thanksgiving holiday.

Adjournment:

Mr. Couch moved and Mr. Moore seconded the motion to adjourn.

The meeting adjourned at 8:46 a.m.

APPROVED:

ATTEST:

Mayor Michael Alvarez, Chair

Jennifer Rogers, Police Pension Secretary

DATE APPROVED:

DATE PUBLISHED:



POLICE PENSION BOARD AGENDA ITEM COVERSHEET

Meeting Date: 12/15/2022

Agenda Category: Financial Reports and Investments

Subject:
November 2022 Preliminary Financial Statements

Department:
Police Pension Board

Document Type:
Police Pension Board Item

Recommended Motion:
Motion to accept and file the November 2022 Preliminary Revenue and Expense Financial Statement.

Summary:
The November 2022 Preliminary Revenue & Expense Statement is presented for the Board's review.

Attachments:
I. November 2022 Preliminary Police Income & Expense Statement

CITY OF RICHLAND POLICE PENSION FUND 2022 REVENUE AND EXPENSE

Police Pension

Year of 2022	January	February	March	April	May	June	July	August	September	October	Preliminary November	December	Year to Date	Budget	YTD%
Beginning Balance	\$ 371,598.51	\$ 372,225.15	\$ 371,822.95	\$ 371,826.61	\$ 371,620.36	\$ 371,854.41	\$ 372,390.30	\$ 371,934.78	\$ 371,791.70	\$ 371,638.29	\$ 371,790.16			\$ -	0.00
<u>REVENUE</u>															
Investment Interest	768.62	726.52	796.51	876.92	840.44	1,070.68	970.16	1,014.47	1,107.06	944.31	731.55		9,847.24	10,750.00	91.6%
Other Interest Earnings													-	-	0.0%
Medical Reimburse													-	-	0.0%
Net Change in Fair Market Value													-	-	0.0%
Contribution- General Fund	27,000.00	30,000.00	30,000.00	29,000.00	27,000.00	27,000.00	25,000.00	26,000.00	25,000.00	26,000.00	28,000.00		300,000.00	439,000.00	68.3%
TOTAL REVENUE:	27,768.62	30,726.52	30,796.51	29,876.92	27,840.44	28,070.68	25,970.16	27,014.47	26,107.06	26,944.31	28,731.55	-	309,847.24	449,750.00	68.9%
<u>EXPENSE</u>															
Medical Insurance - <65	-	-	-	-	-	-	-	-	-	-	-		-	-	
Medical Insurance - >65	4,174.75	4,174.75	4,174.75	4,174.75	4,174.75	4,174.75	4,174.75	4,174.75	4,174.75	4,174.75	4,174.75		45,922.25	54,000.00	85.0%
Dental Insurance - Retired	679.50	679.50	679.50	679.50	679.50	679.50	679.50	679.50	679.50	679.50	679.50		7,474.50	9,000.00	83.1%
Dental Expense Pension	438.50	-	-	2,750.42	69.00	836.40	-	363.60	-	344.20	382.00		5,184.12	9,500.00	54.6%
Medical Expense Pension	708.75	-	897.38	1,114.78	18.53	17.99	493.36	897.88	364.40	552.17	1,865.22		6,930.46	128,000.00	5.4%
Medicare Premiums	4,087.00	4,674.20	4,628.00	4,956.20	4,634.30	4,634.30	4,634.30	4,634.30	4,634.30	4,634.30	4,634.30		50,785.50	51,000.00	99.6%
Retirement Allowance	14,173.59	18,306.24	15,864.09	13,383.52	13,383.52	13,383.52	13,383.52	13,383.52	13,383.52	13,383.52	13,383.52		155,412.08	158,000.00	98.4%
Widow's Benefits	2,879.89	3,294.03	3,094.13	3,024.00	3,024.00	3,024.00	3,024.00	3,024.00	3,024.00	3,024.00	3,024.00		33,460.05	37,000.00	90.4%
Supplies													-	100.00	0.0%
Postage						50.26	36.25						86.51	150.00	57.7%
Travel						734.07							734.07	1,000.00	73.4%
Training & Conference			1,455.00		1,622.79								3,077.79	750.00	410.4%
Other Expenses													-	1,250.00	0.0%
Total Expense	27,141.98	31,128.72	30,792.85	30,083.17	27,606.39	27,534.79	26,425.68	27,157.55	26,260.47	26,792.44	28,143.29	-	309,067.33	449,750.00	68.7%
Revenues Over (Under)															
Expense:	626.64	(402.20)	3.66	(206.25)	234.05	535.89	(455.52)	(143.08)	(153.41)	151.87	588.26	-	779.91	-	
Ending Balance	\$ 372,225.15	\$ 371,822.95	\$ 371,826.61	\$ 371,620.36	\$ 371,854.41	\$ 372,390.30	\$ 371,934.78	\$ 371,791.70	\$ 371,638.29	\$ 371,790.16	\$ 372,378.42	\$ -	\$ 779.91	\$ -	
<u>ENDING BALANCE CONSISTING OF:</u>															
Cash	119,196.60	117,988.03	118,664.06	118,457.81	118,691.86	119,594.89	119,141.40	118,629.15	118,475.74	118,627.61	119,215.87				
Investments	325,402.26	325,402.26	325,402.26	325,402.26	325,402.26	325,402.26	325,402.26	325,402.26	325,402.26	325,402.26	325,402.26				
Gain(Loss) on Investments	(72,239.71)	(72,239.71)	(72,239.71)	(72,239.71)	(72,239.71)	(72,239.71)	(72,239.71)	(72,239.71)	(72,239.71)	(72,239.71)	(72,239.71)				
Net Current Assets & Liabilities	(134.00)	672.37				(367.14)	(367.14)								
Ending Fund Balance	\$ 372,225.15	\$ 371,822.95	\$ 371,826.61	\$ 371,620.36	\$ 371,854.41	\$ 372,390.30	\$ 371,936.81	\$ 371,791.70	\$ 371,638.29	\$ 371,790.16	\$ 372,378.42	\$ -			
Minimum Balance	\$ 371,426.00	\$ 371,426.00	\$ 371,426.00	\$ 371,426.00	\$ 371,426.00	\$ 371,426.00	\$ 371,426.00	\$ 371,426.00	\$ 371,426.00	\$ 371,426.00	\$ 371,426.00	\$ 371,426.00			

Please note: Any months marked as "Preliminary" are in draft form and are not for decision-making purposes. Preliminary months are subject to change per the completion of the City's monthly and annual closing processes.



POLICE PENSION BOARD AGENDA ITEM COVERSHEET

Meeting
Date: 12/15/2022

Agenda Category: Medical/Dental/Vision/Medicare/Other
Claims

Subject:
December 2022 Medical/Dental/Vision/Other Claims

Department:
Police Pension Board

Document Type:
Police Pension Board Item

Recommended Motion:
Approve the December 2022 Medical/Dental/Vision/Other Claims for payment as presented.

Summary:
The December 2022 Medical/Dental/Vision/Other Claims Report is presented for the Board's review and approval.

Attachments:
I. December 2022 Police Pension Board Claims Log

DECEMBER 2022 POLICE PENSION BOARD CLAIM LOG																			
				MEDICARE	MEDICAL/RX/ADULT CARE	PHYSICAL EXAMS	DENTAL		VISION (non-medical)				HEARING AID	MASSAGE	ACUPUNCTURE	DEATH BENEFIT	TRAVEL/ TUITION	OPERATING EXP	GRAND TOTAL
P NO.	DATE OF SERVICE	CLAIMANT	SERVICE RENDERED	BOARD PAYMENT	BOARD PAYMENT	\$400 YR MAX: BOARD PAYMENT	\$1,200 YR MAX DENTAL: BOARD PAYMENT	\$1,500 YR MAX BRIDGES/ DENTURES: BOARD PAYMENT	\$150 YR MAX FRAMES: BOARD PAYMENT	\$200 YR MAX CONTACTS: BOARD PAYMENT	LENS: BOARD PAYMENT	ONE EYE EXAM PER YEAR: BOARD PAYMENT	\$1,800 PER HEARING AID EVERY 5 YEARS: BOARD PAYMENT	\$50 MAX PER MONTH: BOARD PAYMENT	12 Visit Yr Max ACUPUNCTURE	\$1,000 ONE-TIME PAYMENT: BOARD PAYMENT	BOARD PAYMENT	\$450 Budgeted Operating Expenses BOARD PAYMENT	GRAND TOTAL
P2	1/1/23	Reimburse	Medicare	\$177.30															\$177.30
P3	1/1/23	Reimburse	Medicare	\$135.50															\$135.50
P4	1/1/23	Reimburse	Medicare	\$170.10															\$170.10
P7	1/1/23	Reimburse	Medicare	\$148.10															\$148.10
P9	1/1/23	Reimburse	Medicare	\$669.10															\$669.10
P9	11/2/22	Payment	Dental				\$555.00												\$555.00
P10	1/1/23	Reimburse	Medicare	\$165.10															\$165.10
P10	11/12/22	Reimburse	RX		\$53.35														\$53.35
P10	11/23/22	Reimburse	RX		\$160.95														\$160.95
P10	11/30/22	Reimburse	RX		\$5.22														\$5.22
P10	11/30/22	Reimburse	Rx		\$22.49														\$22.49
P11	1/1/23	Reimburse	Medicare	\$164.90															\$164.90
P12	1/1/23	Reimburse	Medicare	\$170.10															\$170.10
P12	10/6/22	Reimburse	Dental				\$330.78												\$330.78
P14	1/1/23	Reimburse	Medicare	\$170.10															\$170.10
P15	1/1/23	Reimburse	Medicare	\$170.10															\$170.10
P17	1/1/23	Reimburse	Medicare	\$164.90															\$164.90
P19	1/1/23	Reimburse	Medicare	\$170.10															\$170.10
P20	1/1/23	Reimburse	Medicare	\$170.10															\$170.10
P21	1/1/23	Reimburse	Medicare	\$170.10															\$170.10
P22	1/1/23	Reimburse	Medicare	\$141.10															\$141.10
P23	1/1/23	Reimburse	Medicare	\$170.10															\$170.10
P23	10/26/22	Reimburse	Dental				\$949.00												\$949.00
P24	1/1/23	Reimburse	Medicare	\$129.10															\$129.10
P28	1/1/23	Reimburse	Medicare	\$170.10															\$170.10
P30	1/1/23	Reimburse	Medicare	\$170.10															\$170.10
P31	1/1/23	Reimburse	Medicare	\$170.10															\$170.10
P32	1/1/23	Reimburse	Medicare	\$90.90															\$90.90
P34	1/1/23	Reimburse	Medicare	\$170.10															\$170.10
P35	1/1/23	Reimburse	Medicare	\$170.10															\$170.10
P36	1/1/23	Reimburse	Medicare	\$170.10															\$170.10
P40	1/1/23	Reimburse	Medicare	\$170.10															\$170.10
PSEC																			\$0.00
PEXP																			\$0.00
			GRAND TOTAL	\$4,537.50	\$242.01	\$0.00	\$1,834.78	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,614.29

The above-listed claims were approved by the LEOFF I Police Pension Board at its regular meeting held on December 15, 2022.

We, the LEOFF I Police Pension Board Chairperson and Board Secretary, each swear under the penalty of perjury under the laws of the State of Washington of Washington that the above-listed claims are a true and correct listing of claims approved by the LEOFF I Police Pension Board on the date identified above.

LEOFF I Police Pension Board Chair: _____ Date: _____

LEOFF I Police Pension Board Secretary: _____ Date: _____



POLICE PENSION BOARD AGENDA ITEM COVERSHEET

Meeting Date: 12/15/2022

Agenda Category: Business Items

Subject:
P3I Payment Request

Department:
Police Pension Board

Document Type:
Police Pension Board Item

Recommended Motion:

Summary:

P3I submitted a payment request for dental services in the amount of \$183. Per the Police Pension Board Policy, a \$1,200 maximum benefit per calendar year is provided for dental services. P3I has met the maximum benefit and is requesting that the Board consider and approve the payment.

Attachments: