

Agenda

Police Pension Board Special Meeting

Thursday, April 13, 2023 ~ 8:15 AM

Richland City Hall ~ Parkway Conference Room

625 Swift Boulevard

Police Pension Board Special Meeting No. 765**Call to Order****Attendance****Presentations**

1. 2023 LEOFF COLA
- Brandon Allen, Finance Director

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

2. Approval of the March 16, 2023 Police Pension Board Meeting Minutes
- Jennifer Rogers, Police Pension Board Secretary

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

3. March 2023 Financial Statements
- Brandon Allen, Finance Director

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

4. April 2023 Medical/Dental/Vision/Other Claims
- Jennifer Rogers, Police Pension Board Secretary

Business Items: (Approve by Motion)

5. P7 Reimbursement Request
- Jennifer Rogers, Police Pension Board Secretary

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

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POLICE PENSION BOARD AGENDA ITEM COVERSHEET

Meeting Date: 4/13/2023

Agenda Category: Presentations

Subject:
2023 LEOFF Cost of Living Adjustment (COLA)

Department:
Police Pension Board

Document Type:
General Business Item

Recommended Motion:

Summary:
The 2023 LEOFF COLA is presented for the Board's review.

Attachments:
I. 2023 Police LEOFF COLA

MEMORANDUM

TO: Police Pension Board

FROM: Jane Gagnebin, Payroll Specialist

DATE: April 13, 2023

RE: LEOFF COLA Changes

Following is the list of changes in pension allowances due to the 8.81% LEOFF COLA effective 4/1/23.
Calculations were verified by Brandon Allen, Finance Director.

Emp #	P#	Salary Schedule	Longevity	Wage	%	41.20 Amt	Less LEOFF	Board Payment
3338	P03	11,579.00		11,579.00	52%	6,021.08	5,608.83	412.25
0704	P04	8,504.00	170.08	8,674.08	50%	4,337.04	3,537.03	800.01
3453	P07	13,232.00		13,232.00	60%	7,939.20	7,269.57	669.63
3218	P14	10,035.00	1,204.20	11,239.20	50%	5,619.60	4,071.79	1,547.81
3757	P15	9,100.00		9,100.00	50%	4,550.00	3,901.10	648.90
5178	P18	12,723.00		12,723.00	33%	4,241.00	4,753.90	0
0985	P19	9,015.00	180.30	9,195.30	50%	4,597.65	3,905.75	691.90
4917	P24	17,047.00		17,047.00	60%	10,228.20	9,442.16	786.04
0489	P41W	10,035.00	200.70	10,235.70	33%	3,411.90	4,128.86	0
0042	P25W	12,723.00		12,723.00	33%	4,241.00	5,781.90	0
0927	P28	10,035.00	200.70	10,235.70	50%	5,117.85	4,073.65	1,044.20
3187	P31	8,504.00	1,020.48	9,524.48	50%	4,762.24	3,739.41	1,022.83
0914	P35	11,579.00	20.00	11,599.00	54%	6,263.46	5,535.59	727.87
0777	P36	12,723.00		12,723.00	50%	6,361.50	4,780.73	1,580.77
026	P37W	10,035.00	1,204.20	11,239.20	33%	3,746.40	4,073.51	0
0421	P40	8,504.00	170.08	8,674.08	50%	4,337.04	3,633.81	703.23

This represents a monthly decrease of \$

(4,820.19)

10,635.44



POLICE PENSION BOARD AGENDA ITEM COVERSHEET

Meeting Date: 4/13/2023

Agenda Category: Minutes

Subject:

Approval of the March 16, 2023 Police Pension Board Meeting Minutes

Department:

Police Pension Board

Document Type:

Minutes

Recommended Motion:

Approve the meeting minutes from the Police Pension Board meeting held March 16, 2023.

Summary:

Draft minutes from the March 16, 2023 Police Pension Board regular meeting are presented for the Board's review and approval.

Attachments:

- I. DRAFT March 16, 2023 Police Pension Board Regular Meeting Minutes

Minutes

Police Pension Board Regular Meeting
Thursday, March 16, 2023 ~ 8:15 AM
Richland City Hall ~ Parkway Conference Room
625 Swift Boulevard

Police Pension Board Regular Meeting No. 764

Mayor Pro Tem Richardson called the meeting to order at 8:17 a.m.

Attendance: Mayor Pro Tem Richardson, Finance Director Allen, Police Pension Members Couch, Moore, and Police Pension Board Secretary Rogers (telephonic attendance) were present. Also present was Payroll Specialist, Jane Gagnebin.

Police Pension Member Thomas was absent.

Other individuals present: Randy Carper and John Ganley (telephonically).

Presentations

None.

Public Comments

None.

Minutes

1. Approval of the February 16, 2023 Police Pension Board Meeting Minutes

MR. MOORE MOVED AND MR. COUCH SECONDED THE MOTION TO APPROVE THE FEBRUARY 16, 2023 MEETING MINUTES AS PRESENTED. MOTION CARRIED 4-0.

Financial Reports and Investments

2. February 2023 Preliminary Financial Statements

Finance Director Allen provided an overview of the February 2023 Preliminary Financial Statements then welcomed questions from the Board.

Police Pension Board Secretary Rogers joined the meeting at 8:19 a.m.

Board Member Moore inquired if all 2023 Medicare Part B premium notices have been received. Police Pension Board Secretary Rogers replied that four (4) pensioners have not submitted their 2023 Medicare Part B premium notice.

MR. MOORE MOVED AND MR. COUCH SECONDED THE MOTION TO RECEIVE AND PLACE ON FILE THE FEBRUARY 2023 PRELIMINARY FINANCIAL STATEMENTS AS PRESENTED. MOTION CARRIED 5-0.

Medical/Dental/Vision/Medicare/Other Claims

3. March 2023 Medical/Dental/Vision/Medicare/Other Claims Report

Finance Director Allen provided an overview of the claims report.

MR. COUCH MOVED AND MR. MOORE SECONDED THE MOTION TO APPROVE THE MARCH 2023 MEDICAL/DENTAL/VISION/MEDICARE/OTHER CLAIMS AS PRESENTED. MOTION CARRIED 5-0.

Business Items

None.

Board Member Comments

Pension Member Moore stated he was contacted by two (2) pensioners who sought clarification on the total annual dental benefits. Finance Director Allen replied that the City was successful in negotiating an additional \$2,000 dental benefit with Cigna, effective January 2023 in order to reduce the number of reimbursement claims.

At the February 16, 2023 Police Pension Board meeting, the Board approved amending the Police Pension Board Policies to increase the annual maximum dental benefit from \$1,200 to \$2,000. The \$2,000 Police Pension Board Policy dental benefit has been combined with the existing \$2,000 Cigna benefit, for a total annual maximum dental benefit of \$4,000, all covered under the Cigna plan.

Ms. Gagnebin inquired if any Board member has interest in attending the 2023 WSLEA Conference to be held in Lake Chelan, May 9-12, 2023. Only Police Pension Board Secretary Rogers expressed interest in attending the conference.

Next, Ms. Gagnebin then announced that neither she nor Police Pension Board Secretary Rogers will be able to attend the April 20, 2023 Police Pension Board regular meeting, then sought the Board's interest in rescheduling the meeting. After a brief discussion, board members were in agreement to cancel the April 20, 2023 regular meeting and schedule a special meeting on April 13, 2023.

Next, Ms. Gagnebin announced that a pensioner widow passed away and will be removed from the Salary Escalator for Police Officers and Unaffiliated Staff list.

Lastly, Ms. Gagnebin announced that the Collective Bargaining Agreement (CBA) for

commanders, captains and lieutenants is still in the negotiation process.

Mr. Moore stated the agenda item he requested to add to the agenda was omitted from the agenda. Mr. Moore commented on the agenda process and briefly discussed details of the document he previously submitted for the Board's review. Finance Director Allen and Police Pension Secretary Rogers responded to Mr. Moore's comments.

Police Pension Board Secretary Rogers replied that the omission of Mr. Moore's agenda item was a result of a misunderstanding, and that the item will be added to the next scheduled meeting.

Adjournment:

MR. COUCH MOVED AND MR. MOORE SECONDED THE MOTION TO ADJOURN THE MEETING. MOTION CARRIED 5-0.

The meeting adjourned at 8:46 a.m.

APPROVED:

ATTEST:

Mayor Pro Tem Richardson, Chair

Jennifer Rogers, Police Pension Board Secretary

DATE APPROVED:

DATE PUBLISHED:



POLICE PENSION BOARD AGENDA ITEM COVERSHEET

Meeting Date: 4/13/2023

Agenda Category: Financial Reports and Investments

Subject:

March 2023 Preliminary Financial Statements

Department:

Police Pension Board

Document Type:

Police Pension Board Item

Recommended Motion:

Motion to accept and file the March 2023 Preliminary Revenue & Expense Statement.

Summary:

The March 2023 Preliminary Revenue & Expense Statement is presented for the Board's review.

Attachments:

- I. March 2023 Police Income & Expense Statement

CITY OF RICHLAND POLICE PENSION FUND 2023 REVENUE AND EXPENSE

Police Pension

Year of 2023	January	February	Preliminary March	April	May	June	July	August	September	October	November	December	Year to Date	Budget	YTD%
Beginning Balance	\$ 371,872.94	\$ 372,298.03	\$ 373,627.98											\$ -	0.00
<u>REVENUE</u>															
Investment Interest	1,230.97	1,662.56	840.56										3,734.09	12,000.00	31.1%
Other Interest Earnings													-	-	0.0%
Medical Reimburse													-	-	0.0%
Net Change in Fair Market Value													-	-	0.0%
Contribution- General Fund	29,000.00	28,000.00	27,000.00										84,000.00	446,300.00	18.8%
TOTAL REVENUE:	30,230.97	29,662.56	27,840.56	-	-	-	-	-	-	-	-	-	87,734.09	458,300.00	19.1%
<u>EXPENSE</u>															
Medical Insurance - <65	-	-	-										-	-	
Medical Insurance - >65	4,174.75	4,174.75	4,174.75										12,524.25	50,100.00	25.0%
Dental Insurance - Retired	679.50	679.50	679.50										2,038.50	8,200.00	24.9%
Dental Expense Pension	156.50	70.05	-										226.55	9,500.00	2.4%
Medical Expense Pension	1,629.88	232.86	496.50										2,359.24	110,000.00	2.1%
Medicare Premiums	4,537.50	4,547.70	4,592.90										13,678.10	60,600.00	22.6%
Retirement Allowance	15,452.92	15,452.92	15,452.92										46,358.76	175,000.00	26.5%
Widow's Benefits	3,174.83	3,174.83	3,174.83										9,524.49	39,500.00	24.1%
Supplies	-	-	-										-	100.00	0.0%
Postage	-	-	-										-	150.00	0.0%
Travel	-	-	-										-	2,400.00	0.0%
Training & Conference	-	-	495.00										495.00	1,500.00	33.0%
Other Expenses	-	-	-										-	1,250.00	0.0%
Total Expense	29,805.88	28,332.61	29,066.40	-	-	-	-	-	-	-	-	-	87,204.89	458,300.00	19.0%
Revenues Over (Under)															
Expense:	425.09	1,329.95	(1,225.84)	-	-	-	-	-	-	-	-	-	529.20	-	
Ending Balance	\$ 372,298.03	\$ 373,627.98	\$ 372,402.14	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 529.20	\$ -	
<u>ENDING BALANCE CONSISTING OF:</u>															
Cash	161,179.71	162,509.66	161,283.82												
Investments	325,402.26	325,402.26	325,402.26												
Gain(Loss) on Investments	(114,283.94)	(114,283.94)	(114,283.94)												
Net Current Assets & Liabilities	-	-	-												
Ending Fund Balance	\$ 372,298.03	\$ 373,627.98	\$ 372,402.14	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
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' monthly and annual closing processes.



POLICE PENSION BOARD AGENDA ITEM COVERSHEET

Meeting
Date: 4/13/2023

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

Subject:
April 2023 Medical/Dental/Vision/Other Claims

Department:
Police Pension Board

Document Type:
Police Pension Board Item

Recommended Motion:
Approve the April 2023 Medical/Dental/Vision/Other Claims for payment as presented.

Summary:
The April 2023 Medical/Dental/Vision/Medicare/Other Claims Report is presented for the Board's review and approval.

Attachments:
I. April 2023 Police Claims Log

APRIL 2023 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	\$2,000 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	5/1/23	Reimburse	Medicare	\$164.90															\$164.90
P3	5/1/23	Reimburse	Medicare	\$164.90															\$164.90
P4	5/1/23	Reimburse	Medicare	\$164.90															\$164.90
P7	5/1/23	Reimburse	Medicare	\$164.90															\$164.90
P9	5/1/23	Reimburse	Medicare	\$670.90															\$670.90
P9	3/23/23	Reimburse	Dental				\$375.00												\$375.00
P9	3/23/23	Reimburse	RX		\$60.22														\$60.22
P10	5/1/23	Reimburse	Medicare	\$164.90															\$164.90
P10	3/29/23	Reimburse	RX		\$53.35														\$53.35
P11	5/1/23	Reimburse	Medicare	\$164.90															\$164.90
P12	5/1/23	Reimburse	Medicare	\$164.90															\$164.90
P14	5/1/23	Reimburse	Medicare	\$164.90															\$164.90
P15	5/1/23	Reimburse	Medicare	\$164.90															\$164.90
P17	5/1/23	Reimburse	Medicare	\$164.90															\$164.90
P19	5/1/23	Reimburse	Medicare	\$164.90															\$164.90
P20	5/1/23	Reimburse	Medicare	\$164.90															\$164.90
P21	5/1/23	Reimburse	Medicare	\$164.90															\$164.90
P22	5/1/23	Reimburse	Medicare	\$141.10															\$141.10
P23	5/1/23	Reimburse	Medicare	\$164.90															\$164.90
P24	5/1/23	Reimburse	Medicare	\$145.90															\$145.90
P24	2/14/23	Payment	Dental				\$200.00												\$200.00
P28	5/1/23	Reimburse	Medicare	\$164.90															\$164.90
P30	5/1/23	Reimburse	Medicare	\$164.90															\$164.90
P31	5/1/23	Reimburse	Medicare	\$164.90															\$164.90
P32	5/1/23	Reimburse	Medicare	\$164.90															\$164.90
P34	5/1/23	Reimburse	Medicare	\$164.90															\$164.90
P35	5/1/23	Reimburse	Medicare	\$164.90															\$164.90
P35	1/1/23	Payment	Medical		\$23.07														\$23.07
P36	5/1/23	Reimburse	Medicare	\$164.90															\$164.90
P40	5/1/23	Reimburse	Medicare	\$164.90															\$164.90
P40	11/15/22	Reimburse	Dental				\$36.20												\$36.20
PSEC	5/1/23	WSLEA Conference	Registration Fee														\$495.00		\$495.00
PEXP	5/1/23																		\$0.00
			GRAND TOTAL	\$4,585.70	\$136.64	\$0.00	\$611.20	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$495.00	\$0.00	\$5,828.54
																			\$0.00

The above-listed claims were approved by the LEOFF I Police Pension Board at its regular meeting held on April 13, 2023

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 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: 4/13/2023

Agenda Category: Business Items

Subject:
P7 Reimbursement Request

Department:
Police Pension Board

Document Type:
Police Pension Board Item

Recommended Motion:

Summary:

P7 submitted a reimbursement request in the amount of \$69 for hearing aid test and adjustment expenses. Per Police Pension Board Policy, the Board may consider on an individual basis, a request for hearing aid repairs, contingent on documentation from a state certified audiologist stating reason for the hearing aid repairs.

Attachments: