

Agenda

Police Pension Board Regular Meeting
Tuesday, December 19, 2024 ~ 8:15 AM
Richland City Hall ~ Parkway Conference Room
625 Swift Boulevard

Police Pension Board Regular Meeting No. 785

Call to Order

Attendance

Presentations

1. 2025 Salary Escalations
 - Brandon Allen, Finance Director

Public Comments

Minutes: (Approve by Motion)

2. Approval of the November 19, 2024 Police Pension Board Regular Meeting Minutes
 - Jennifer Rogers, Police Pension Board Secretary

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

3. November 2024 Preliminary Financial Statements
 - Brandon Allen, Finance Director

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

4. December 2024 Medical/Dental/Vision/Other Claims
 - Jennifer Rogers, Police Pension Board Secretary

Business Items: (Approve by Motion)

5. P3 Reimbursement Request for Memory Care Expenses
 - Jennifer Rogers, Police Pension Board Secretary
6. P11 Reimbursement Request for Hearing Aids
 - 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: 12/17/2024

Agenda Category: Presentations

Subject:

2025 Salary Escalations for Police Guild, Commanders, and Unaffiliated Staff

Department:

Police Pension Board

Document Type:

Police Pension Board Item

Recommended Motion:

Summary:

The 2025 Salary Escalator increases will be effective the first payroll of 2025. (December 16, 2024)

Attachments:

1. Police Guild Salary Escalation
2. Police Unaffiliated Escalation

Memorandum

POLICE PENSION BOARD

Brandon Allen, Finance Director

December 17, 2024

Police Guild Salary Escalations

Following is the list of the new pension allowances for retired Police Officers through Sergeant receiving the salary escalator. The changes represent a 3.4% wage increase effective the 1st payroll period in 2024(December 16, 2024), 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	Longevity	Wage	%	41.20 Amt	Less LEOFF	Board Payment
704		Police Officer	9,144.00	182.88	9,326.88	50	4,663.44	3,732.27	931.17
3218		Sergeant	10,790.00	1,294.80	12,084.80	50	6,042.40	4,296.55	1,745.85
3757		Corporal	9,784.00		9,784.00	50	4,892.00	4,116.44	775.56
985		Detective	9,693.00	193.86	9,886.86	50	4,943.43	4,121.35	822.08
489		Sergeant	10,790.00	215.80	11,005.80	33	3,668.60	4,356.77	-
927		Sergeant	10,790.00	215.80	11,005.80	50	5,502.90	4,298.52	1,204.38
3187		Police Officer	9,144.00	1,097.28	10,241.28	50	5,120.64	3,945.83	1,174.81
P37W		Sergeant	10,790.00	1,294.80	12,084.80	33	4,028.27	4,298.37	-

New Monthly Total \$ 6,653.85

Total Monthly Increase

\$ 1,025.61

Pay from 12-1-23 thru 12-31-23

\$6,157.60

MEMORANDUM

TO: POLICE PENSION BOARD
FROM: Brandon Allen, Finance Director
DATE: December 17, 2024
RE: Salary Escalations

Below is the list of new pension allowances effective the first payroll in 2024 (December 16, 2024). These changes reflect an 2% increase to the salary ranges for unaffiliated positions approved by Council on December 3, 2024.

Calculations verified by Brandon Allen, Finance Director

Emp #	Name	Position	Sal. Sch.	Longevity	Current Wage	%	41.20 Amount	Less LEOFF	Board Payment
3453		Deputy Chief of Police	15,321.00		15,321.00	60	9,192.60	7,670.85	1,521.75
4917		Director	17,737.00		17,737.00	60	10,642.20	9,963.37	678.83

New Monthly Total

\$ 2,200.58

The total monthly increase is

\$ 388.80

12/16/23-12/31/23:

\$

200.67



POLICE PENSION BOARD AGENDA ITEM COVERSHEET

Meeting Date: 12/17/2024

Agenda Category: Minutes

Subject:

Approval of the November 19, 2024 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 on November 19, 2024.

Summary:

Draft meeting minutes from the Police Pension Board meeting held on November 19, 2024.

Attachments:

- I. DRAFT November 19, 2024 Police Pension Board Meeting Minutes

Minutes

Police Pension Board Regular Meeting
Tuesday, November 19, 2024 - 8:15 AM
Richland City Hall
625 Swift Boulevard
Parkway Conference Room

Police Pension Board Regular Meeting No. 784

Mayor Richardson called the meeting to order at 8:16 a.m.

Attendance: Mayor Richardson	Present
Finance Director Allen	Present
Police Representative Carper	Present
Police Representative Moore	Absent
Police Representative Thomas	Present (telephonic)
Police Pension Board Secretary Rogers	Present

Presentations

None.

Public Comments

None.

Minutes

1. Approval of the October 15, 2024 Police Pension Board Regular Meeting Minutes

MR. CARPER MOVED AND FINANCE DIRECTOR ALLEN SECONDED THE MOTION TO APPROVE THE OCTOBER 15, 2024 MEETING MINUTES AS PRESENTED. MOTION CARRIED 5-0.

Financial Reports and Investments

2. October 2024 Preliminary Financial Statements

Finance Director Allen reviewed the October 2024 Preliminary Financial Statements. There were no questions from the Board.

MR. CARPER MOVED AND FINANCE DIRECTOR ALLEN SECONDED THE MOTION TO RECEIVE AND PLACE ON FILE THE OCTOBER 2024 PRELIMINARY FINANCIAL STATEMENTS AS PRESENTED. MOTION CARRIED 5-0.

3. November 2024 Medical/Dental/Vision/Medicare/Other Claims

Police Pension Board Secretary Rogers provided an overview of the eighteen (18) reimbursement claims submitted by nine (9) pensioners, then welcomed questions from the Board. There were no questions.

MR. CARPER MOVED AND FINANCE DIRECTOR ALLEN SECONDED THE MOTION TO APPROVE THE NOVEMBER 2024 MEDICAL/DENTAL/VISION/OTHER CLAIMS REPORT AS PRESENTED IN THE AMOUNT OF \$13,315.19. MOTION CARRIED 5-0.

Business Items

4. P7 Reimbursement Request

Police Pension Board Secretary Rogers provided an overview of the hearing aid repair expense reimbursement submitted by P7.

MR. CARPER MOVED AND FINANCE DIRECTOR ALLEN SECONDED THE MOTION TO APPROVE P7'S REIMBURSEMENT REQUEST IN THE AMOUNT OF \$65 FOR HEARING AID REPAIR EXPENSES. MOTION CARRIED 5-0.

5. P3 Reimbursement Request (Discussion Only)

Police Pension Board Secretary Rogers reported that the matter concerning P3 has been ongoing and anticipated for some time. All necessary documents have been received in support of P3's placement in a memory care facility.

Police Pension Board Secretary Rogers provided documentation, including the pensioner's residential rental lease and service agreement, details of ancillary charges, and the invoice received from the memory care facility. P3 is currently in a private room and expenses submitted for reimbursement are slightly less than what is listed in the 2023 Genworth Cost of Care reference document. However, the figure may fluctuate as service needs are reassessed.

The claim was not included in the current claims log for action due to missing required reimbursement documentation. Once all documents are received, the claim will be presented to the Board for review and consideration. For now, this update was provided for discussion purposes only.

Board Member Comments

Finance Director Allen wished everyone a Happy Thanksgiving.

Adjournment

MR. CARPER MOVED AND FINANCE DIRECTOR ALLEN SECONDED THE MOTION TO ADJOURN THE MEETING. MOTION CARRIED 5-0.

The meeting adjourned at 8:24 a.m.

APPROVED:

Theresa Richardson, Mayor

ATTEST:

Jennifer Rogers, Police Pension Board Secretary

DATE APPROVED:

DATE PUBLISHED:

DRAFT



POLICE PENSION BOARD AGENDA ITEM COVERSHEET

Meeting Date: 12/17/2024

Agenda Category: Financial Reports and Investments

Subject:

November 2024 Preliminary Financial Statements

Department:

Police Pension Board

Document Type:

Police Pension Board Item

Recommended Motion:

Motion to accept and file the November 2024 Preliminary Revenue & Expense Statement.

Summary:

The November 2024 Preliminary Revenue & Expense Statement is presented for the Board's review.

Attachments:

- I. 2024 Police Income & Expense Statement

CITY OF RICHLAND POLICE PENSION FUND 2024 REVENUE AND EXPENSE

Police Pension

Year of 2024	January	February	March	April	May	June	July	August	September	October	Preliminary November	December	Year to Date	Budget	YTD%
Beginning Balance	\$ 372,064.96	\$ 372,670.33	\$ 373,014.43	\$ 372,722.63	\$ 372,776.29	\$ 372,728.01	\$ 372,729.42	\$ 372,406.48	\$ 372,291.00	\$ 371,943.28	\$ 372,217.27			\$ -	0.00
<u>REVENUE</u>															
Investment Interest	1,536.42	1,421.48	1,376.12	1,469.31	1,392.08	1,411.39	1,497.38	1,394.30	1,468.69	1,587.66	1,022.33		15,577.16	12,000.00	129.8%
Other Interest Earnings													-	-	0.0%
Medical Reimburse													-	-	0.0%
Net Change in Fair Market Value													-	-	0.0%
Contribution- General Fund	24,000.00	25,000.00	23,000.00	20,000.00	20,000.00	28,000.00	26,000.00	20,000.00	31,000.00	26,000.00	26,000.00		269,000.00	421,200.00	63.9%
TOTAL REVENUE:	25,536.42	26,421.48	24,376.12	21,469.31	21,392.08	29,411.39	27,497.38	21,394.30	32,468.69	27,587.66	27,022.33		-	433,200.00	65.7%
<u>EXPENSE</u>															
Medical Insurance - <65	-	-	-	-	-	-	-	-	-	-	-		-	-	
Medical Insurance - >65	4,174.75	4,007.76	4,007.76	4,007.76	4,007.76	4,007.76	4,007.76	4,007.76	4,007.76	4,007.76	4,007.76		44,252.35	50,100.00	88.3%
Dental Insurance - Retired	727.75	698.64	698.64	698.64	698.64	698.64	698.64	698.64	698.64	698.64	698.64		7,714.15	8,200.00	94.1%
Dental Expense Pension	297.47	49.00	-	54.00	237.20	47.00	29.00	-	-	265.00	2,438.96		3,417.63	6,600.00	51.8%
Medical Expense Pension	552.70	1,741.99	586.53	365.85	205.56	8,365.38	6,793.72	512.18	11,818.81	5,936.70	6,266.43		43,145.85	110,000.00	39.2%
Medicare Premiums	4,420.80	4,879.80	4,674.80	4,673.00	4,674.80	4,674.80	4,674.80	4,674.80	4,674.80	4,674.80	4,674.80		51,372.00	58,400.00	88.0%
Retirement Allowance	14,700.19	14,700.19	14,700.19	11,616.40	11,616.40	11,616.40	11,616.40	11,616.40	11,616.40	11,616.40	11,616.40		137,031.77	155,000.00	88.4%
Widow's Benefits	-	-	-	-	-	-	-	-	-	-	-		-	39,500.00	0.0%
Supplies	-	-	-	-	-	-	-	-	-	-	-		-	100.00	0.0%
Postage	57.39	-	-	-	-	-	-	-	-	114.37	-		171.76	150.00	114.5%
Travel	-	-	-	-	-	-	-	-	-	-	-		-	2,400.00	0.0%
Training & Conference	-	-	-	-	-	-	-	-	-	-	-		-	1,500.00	0.0%
Other Expenses	-	-	-	-	-	-	-	-	-	-	-		-	1,250.00	0.0%
Total Expense	24,931.05	26,077.38	24,667.92	21,415.65	21,440.36	29,409.98	27,820.32	21,509.78	32,816.41	27,313.67	29,702.99		-	433,200.00	66.3%
Revenues Over (Under)															
Expense:	605.37	344.10	(291.80)	53.66	(48.28)	1.41	(322.94)	(115.48)	(347.72)	273.99	(2,680.66)		-	(2,528.35)	-
Ending Balance	\$ 372,670.33	\$ 373,014.43	\$ 372,722.63	\$ 372,776.29	\$ 372,728.01	\$ 372,729.42	\$ 372,406.48	\$ 372,291.00	\$ 371,943.28	\$ 372,217.27	\$ 369,536.61	\$ -	\$ (2,528.35)	\$ -	
<u>ENDING BALANCE CONSISTING OF:</u>															
Cash	158,527.39	158,871.49	158,579.69	158,633.35	158,585.07	158,586.48	158,263.54	158,148.06	157,800.34	158,074.33	155,393.67				
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	(111,259.32)	(111,259.32)	(111,259.32)	(111,259.32)	(111,259.32)	(111,259.32)	(111,259.32)	(111,259.32)	(111,259.32)	(111,259.32)	(111,259.32)				
Net Current Assets & Liabilities	-	-	-	-	-	-	-	-	-	-	-				
Ending Fund Balance	\$ 372,670.33	\$ 373,014.43	\$ 372,722.63	\$ 372,776.29	\$ 372,728.01	\$ 372,729.42	\$ 372,406.48	\$ 372,291.00	\$ 371,943.28	\$ 372,217.27	\$ 369,536.61	\$ -			
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: 12/17/2024 Agenda Category: Medical/Dental/Vision/Medicare/Other Claims

Subject:
December 2024 Medical/Dental/Vision/Other Claims

Department:
Police Pension Board

Document Type:
Police Pension Board Item

Recommended Motion:
Approve the December 2024 Medical/Dental/Vision/Other Claims as presented.

Summary:
The December 2024 Medical/Dental/Vision/Other Claims report is presented for the Board's review and approval. In total, six (6) pensioners submitted nine (9) claims for reimbursement/payment.

Attachments:
I. December 2024 Police Pension Board Claims Log

DECEMBER 2024 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	\$4,000 YR MAX DENTAL: BOARD PAYMENT	\$1,500 MAX BRIDGES/ DENTURES:- Every 5 Years: BOARD PAYMENT	\$150 YR MAX FRAMES: BOARD PAYMENT	\$200 YR MAX CONTACTS: BOARD PAYMENT	LENS: BOARD PAYMENT	ONE EYE EXAM PER YEAR: BOARD PAYMENT	\$5,000 PER 36 MONTHS 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	1/1/25	Reimburse	Medicare	\$174.70															\$174.70
P3	1/1/25	Reimburse	Medicare	\$174.70															\$174.70
P4	1/1/25	Reimburse	Medicare	\$174.70															\$174.70
P7	1/1/25	Reimburse	Medicare	\$174.70															\$174.70
P7	9/25/24	Reimburse	Vision								\$311.69								\$311.69
P9	1/1/25	Reimburse	Medicare	\$679.70															\$679.70
P10	1/1/25	Reimburse	Medicare	\$174.70															\$174.70
P10	11/19/24	Reimburse	RX		\$127.45														\$127.45
P10	11/22/24	Reimburse	RX		\$60.98														\$60.98
P10	11/27/24	Reimburse	RX		\$160.95														\$160.95
P11	1/1/25	Reimburse	Medicare	\$185.00															\$185.00
P12	1/1/25	Reimburse	Medicare	\$174.70															\$174.70
P12	10/11/24	Reimburse	Dental				\$200.00												\$200.00
P12	10/11/24	Reimburse	Dental - Flouride				\$47.00												\$47.00
P14	1/1/25	Reimburse	Medicare	\$174.70															\$174.70
P14	12/1/24	Reimburse	Assisted Living		\$5,592.25														\$5,592.25
P15	1/1/25	Reimburse	Medicare	\$174.70															\$174.70
P17	1/1/25	Reimburse	Medicare	\$185.00															\$185.00
P17	10/1/24	Reimburse	Vision									\$70.00							\$70.00
P19	1/1/25	Reimburse	Medicare	\$174.70															\$174.70
P20	1/1/25	Reimburse	Medicare	\$185.00															\$185.00
P21	1/1/25	Reimburse	Medicare	\$174.70															\$174.70
P22	1/1/25	Reimburse	Medicare	\$174.70															\$174.70
P23	1/1/25	Reimburse	Medicare	\$185.00															\$185.00
P24	1/1/25	Reimburse	Medicare	\$151.70															\$151.70
P28	1/1/25	Reimburse	Medicare	\$174.70															\$174.70
P30	1/1/25	Reimburse	Medicare	\$174.70															\$174.70
P31	1/1/25	Reimburse	Medicare	\$174.70															\$174.70
P32	1/1/25	Reimburse	Medicare	\$174.70															\$174.70
P34	1/1/25	Reimburse	Medicare	\$174.00															\$174.00
P34	11/14/24	Reimburse	RX		\$35.90														\$35.90
P35	1/1/25	Reimburse	Medicare	\$174.70															\$174.70
P36	1/1/25	Reimburse	Medicare	\$174.70															\$174.70
PSEC																			\$0.00
PEXP																			\$0.00
			GRAND TOTAL	\$4,715.30	\$5,977.53	\$0.00	\$247.00	\$0.00	\$0.00	\$0.00	\$311.69	\$70.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$11,321.52
Red indic																			

The above-listed claims were approved by the LEOFF I Police Pension Board at its regular meeting held on December 17, 2024.

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: 12/17/2024

Agenda Category: Business Items

Subject:
P3 Reimbursement Request for Memory Care Expenses

Department:
Police Pension Board

Document Type:
Police Pension Board Item

Recommended Motion:

Summary:

P3's wife submitted documents supporting the reimbursement for Memory Care expenses for the month of November. While proof of payment for \$10,170 has been provided, additional details are needed to verify eligibility for reimbursement of the remaining \$2,500. Once all necessary supporting documents are received, the \$2,500 will be submitted to the Board for review.

Attachments:



POLICE PENSION BOARD AGENDA ITEM COVERSHEET

Meeting Date: 12/17/2024

Agenda Category: Business Items

Subject:
PII Reimbursement Request for Hearing Aids

Department:
Police Pension Board

Document Type:
Police Pension Board Item

Recommended Motion:

Summary:

PII submitted a reimbursement request in the amount of \$7,110 to cover hearing aid expenses. According to the Police Pension Board Policies, pensioners are eligible for a maximum benefit of \$5,000 every 36 months under the City of Richland health plan. The claim was submitted to Cigna for payment but was denied because the provider is not an in-network provider. Cigna contracts with Amplifon for hearing aid devices.

PII is seeking an exemption to the benefit limit and requests reimbursement for the full amount, as he has not utilized this benefit in over ten years.

Attachments: