

Agenda

Police Pension Board Regular Meeting
Tuesday, April 15, 2025 ~ 8:15 AM
Richland City Hall ~ Parkway Conference Room
625 Swift Boulevard

Police Pension Board Regular Meeting No. 789**Call to Order****Attendance****Presentations**

1. 2025 Law Enforcement Officers' and Fire Fighters' (LEOFF) Cost of Living Adjustment (COLA)
 - Brandon Allen, Finance Director

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

2. Approval of the March 18, 2025 Police Pension Board Regular Meeting Minutes
 - Jennifer Rogers, Police Pension Board Secretary

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

3. March 2025 Preliminary Financial Statements
 - Brandon Allen, Finance Director

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

4. April 2025 Medical/Dental/Vision/Other Claims
 - Jennifer Rogers, Police Pension Board Secretary

Business Items**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: 4/15/2025

Agenda Category: Presentations

Subject:

2025 Law Enforcement Officers' and Fire Fighters' Cost of Living Adjustment (COLA)

Department:

Police Pension Board

Document Type:

Presentation

Recommended Motion:

Summary:

The cost-of-living adjustment (COLA) is an annual adjustment applied to Law Enforcement Officers' and Fire Fighters' (LEOFF) retirement income to reflect changes in the economy. The 3.61% LEOFF COLA was effective April 1, 2025. The 2025 LEOFF COLA is presented for the Board's review.

Attachments:

1. 2025 Police LEOFF COLA
2. 2025 Police Unaffiliated LEOFF COLA
3. 2025 Police Commander LEOFF COLA

MEMORANDUM

TO: Police Pension Board

FROM: Brandon Allen, Finance Director

DATE: April 15, 2025

RE: LEOFF COLA Changes

Following is the list of changes in pension allowances due to the 3.61% LEOFF COLA effective 4/1/25.
Calculations were verified by Brandon Allen, Finance Director.

Emp #	P#	Name	Position	Salary	Longevity	Wage	%	41.20 Amt	Less	Board
0704	P04		Police Officer	9,144.00	182.88	9,326.88	50%	4,663.44	3,867.00	796.44
3218	P14		Sergeant	11,157.00	1,338.84	12,495.84	50%	6,247.92	4,451.66	1,796.26
3757	P15		Corporal	9,784.00		9,784.00	50%	4,892.00	4,265.04	626.96
0985	P19		Detective	10,023.00	200.46	10,223.46	50%	5,111.73	4,270.13	841.60
0927	P28		Sergeant	10,790.00	215.80	11,005.80	50%	5,502.90	4,453.70	1,049.20
3187	P31		Police Officer	9,144.00	1,097.28	10,241.28	50%	5,120.64	4,088.27	1,032.37
026	P37W		Sergeant	10,790.00	1,294.80	12,084.80	33%	4,028.27	4,453.54	0
										6,142.83

This represents a monthly decrease of \$ (511.02)

MEMORANDUM

TO: POLICE PENSION BOARD
FROM: Brandon Allen, Finance Director
DATE: April 15, 2025
RE: LEOFF COLA Changes

Following is the list of changes in pension amounts due to 3.61% LEOFF COLA effective 4/1/25.

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	7,947.77	1,244.83
4917		Director	17,737.00		17,737.00	60	10,642.20	10,323.05	319.15
New Monthly Total								\$	1,563.98

The total monthly decrease is \$ -857.88

MEMORANDUM

TO: Police Pension Board

FROM: Brandon Allen, Finance Director

DATE: April 15, 2025

RE: LEOFF COLA Changes

Following is the list of changes in pension allowances due to the 3.61% LEOFF COLA effective 4/1/25.
Calculations were verified by Brandon Allen, Finance Director.

Emp #	P#	Name	Position	Salary	Longevity	Wage	%	41.20 Amt	Less	Board
3338	P03		Lieutenant	13,230.00		13,230.00	52%	6,879.60	6,132.10	747.50
5178	P18		Captain	13,892.00		13,892.00	33%	4,630.67	5,197.41	0
0042	P25W		Captain	13,892.00		13,892.00	33%	4,630.67	6,321.31	0
0914	P35		Lieutenant	13,230.00	20.00	13,250.00	54%	7,155.00	6,052.02	1,102.98
0777	P36		Captain	13,892.00		13,892.00	50%	6,946.00	5,226.74	1,719.26
										3,569.74

This represents a monthly decrease of \$ (606.64)

Minutes

Police Pension Board Regular Meeting
Tuesday, March 18, 2025 - 8:15 AM
Richland City Hall ~ 625 Swift Boulevard
Parkway Conference Room

Police Pension Board Regular Meeting No. 788

Mayor Richardson called the meeting to order at 8:15 a.m.

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

Presentations

None.

Public Comments

None.

Minutes

1. Approval of the February 18, 2025 Police Pension Board Regular Meeting Minutes

MR. CARPER MOVED AND MR. MOORE SECONDED THE MOTION TO APPROVE THE FEBRUARY 18, 2025 MEETING MINUTES AS PRESENTED. MOTION CARRIED 5-0.

Financial Reports and Investments

2. February 2025 Preliminary Financial Statements

Finance Director Allen's February 2025 Preliminary Financial Statements indicate that medical expense costs are currently high, primarily due to nursing home care payments. This was expected, but the budget may need adjustments later in the year depending on how expenses trend. Overall, the budget remains stable, with most line items showing little fluctuation. February's expenses were slightly higher than normal, potentially due to a catch-up payment, but March figures indicate a return to a lower amount. The report was received and filed with no further discussion.

MR. MOORE MOVED AND FINANCE DIRECTOR ALLEN SECONDED THE MOTION

TO RECEIVE AND PLACE ON FILE THE FEBRUARY 2025 PRELIMINARY FINANCIAL STATEMENTS AS PRESENTED. MOTION CARRIED 5-0.

3. March 2025 Medical/Dental/Vision/Medicare/Other Claims

Finance Director Allen reported that the only claim outside of Medicare reimbursements was for memory care, which saw a 6.5% increase in monthly fees starting in February. The current cost for this service is \$8,254 per month unless a reassessment alters the required level of care.

There was discussion regarding the irregularities in submissions for another pensioner's reimbursement claim due to the pensioner's health and how to handle claims processing in such cases.

MR. MOORE MOVED AND MR. CARPER SECONDED THE MOTION TO APPROVE THE MARCH 2025 MEDICAL/DENTAL/VISION/OTHER CLAIMS AS PRESENTED IN THE AMOUNT OF \$12,818.40. MOTION CARRIED 5-0.

Business Items

None.

Board Member Comments

Finance Director Allen inquired if any members were interested in attending the 2025 Annual WSLEA Conference to be held at Campbell's Resort May 6-9, 2025.

Mr. Carper expressed interest in attending. Mr. Moore led a brief discussing on ongoing pension legislation.

Mr. Carper inquired if Finance Director Allen had any updates on the requirement for pensioners to visit a state-certified audiologist for hearing aids. Finance Director Allen stated that he did not have any information to share but would follow-up once he received an update from the City Attorney.

Adjournment

Mayor Richardson adjourned the meeting at 8:32 a.m.

APPROVED:

Theresa Richardson, Mayor

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ATTEST:

Jennifer Rogers, Police Pension Board Secretary

DATE APPROVED:

DATE PUBLISHED:

DRAFT

CITY OF RICHLAND
POLICE PENSION FUND
2025 REVENUE AND EXPENSE

Police Pension															
			Preliminary												
Year of 2025	January	February	March	April	May	June	July	August	September	October	November	December	Year to Date	Budget	YTD%
Beginning Balance	\$ 372,075.86	\$ 372,113.32	\$ 373,127.92												
REVENUE															
Investment Interest	1,558.70	1,455.88	1,112.47										4,127.05	12,000.00	34.4%
Other Interest Earnings													-	-	0.0%
Medical Reimburse													-	-	0.0%
Net Change in Fair Market Value													-	-	0.0%
Contribution- General Fund	31,000.00	42,000.00	28,000.00										101,000.00	451,700.00	22.4%
TOTAL REVENUE:	32,558.70	43,455.88	29,112.47	-	-	-	-	-	-	-	-	-	105,127.05	463,700.00	22.7%
EXPENSE															
Medical Insurance - <65	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Medical Insurance - >65	4,007.76	4,007.76	4,007.76										12,023.28	50,100.00	24.0%
Dental Insurance - Retired	698.64	698.64	698.64										2,095.92	8,700.00	24.1%
Dental Expense Pension	124.00	129.00	-										253.00	6,600.00	3.8%
Medical Expense Pension	10,628.41	21,057.75	8,254.00										39,940.16	160,000.00	25.0%
Medicare Premiums	4,716.00	4,201.70	4,626.20										13,543.90	58,400.00	23.2%
Retirement Allowance	12,346.43	12,346.43	12,346.43										37,039.29	155,000.00	23.9%
Widow's Benefits	-	-	-										-	19,500.00	0.0%
Supplies													-	100.00	0.0%
Postage													-	150.00	0.0%
Travel													-	2,400.00	0.0%
Training & Conference													-	1,500.00	0.0%
Other Expenses													-	1,250.00	0.0%
Total Expense	32,521.24	42,441.28	29,933.03	-	-	-	-	-	-	-	-	-	104,895.55	463,700.00	22.6%
Revenues Over (Under)															
Expense:	37.46	1,014.60	(820.56)	-	-	-	-	-	-	-	-	-	231.50	-	
Ending Balance	\$ 372,113.32	\$ 373,127.92	\$ 372,307.36	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 231.50	\$ -	
ENDING BALANCE CONSISTING OF:															
Cash	156,458.07	157,472.67	156,652.11												
Investments	325,402.26	325,402.26	325,402.26												
Gain(Loss) on Investments	(109,747.01)	(109,747.01)	(109,747.01)												
Net Current Assets & Liabilities	-	-	-												
Ending Fund Balance	\$ 372,113.32	\$ 373,127.92	\$ 372,307.36	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
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	\$ 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.

APRIL 2025 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	5/1/25	Reimburse	Medicare	\$174.70															\$174.70
P3	5/1/25	Reimburse	Medicare	\$185.00															\$185.00
P3	3/1/25	Reimburse	Memory Care		\$8,254.00														\$8,254.00
P4	5/1/25	Reimburse	Medicare	\$185.00															\$185.00
P7	5/1/25	Reimburse	Medicare	\$184.00															\$184.00
P9	5/1/25	Reimburse	Medicare	\$185.00															\$185.00
P10	5/1/25	Reimburse	Medicare	\$185.00															\$185.00
P10	3/14/25	Reimburse	RX		\$8.99														\$8.99
P11	5/1/25	Reimburse	Medicare	\$185.00															\$185.00
P12	5/1/25	Reimburse	Medicare	\$185.00															\$185.00
P12	11/27/24	Reimburse	Medical		\$170.61														\$170.61
P12	2/21/25	Reimburse	Dental				\$87.00												\$87.00
P14	5/1/25	Reimburse	Medicare	\$174.70															\$174.70
P14	3/1/25	Reimburse	Assisted Living		\$6,004.25														\$6,004.25
P15	5/1/25	Reimburse	Medicare	\$185.00															\$185.00
P17	5/1/25	Reimburse	Medicare	\$185.00															\$185.00
P19	5/1/25	Reimburse	Medicare	\$185.00															\$185.00
P19	1/20/25	Payment	Vision									\$45.00							\$45.00
P20	5/1/25	Reimburse	Medicare	\$185.00															\$185.00
P21	5/1/25	Reimburse	Medicare	\$185.00															\$185.00
P22	5/1/25	Reimburse	Medicare	\$183.00															\$183.00
P23	5/1/25	Reimburse	Medicare	\$185.00															\$185.00
P24	5/1/25	Reimburse	Medicare	\$259.00															\$259.00
P28	5/1/25	Reimburse	Medicare	\$185.00															\$185.00
P28	12/9/24	Payment	Chiropractor		\$5.56														\$5.56
P28	12/11/24	Payment	Chiropractor		\$8.00														\$8.00
P28	12/13/24	Payment	Chiropractor		\$5.56														\$5.56
P30	5/1/25	Reimburse	Medicare	\$185.00															\$185.00
P31	5/1/25	Reimburse	Medicare	\$185.00															\$185.00
P31	2/18/25	Payment	Dental				\$254.00												\$254.00
P31	2/18/25	Payment	Dental				\$73.00												\$73.00
P32	5/1/25	Reimburse	Medicare	\$185.00															\$185.00
P34	5/1/25	Reimburse	Medicare	\$259.00															\$259.00
P35	5/1/25	Reimburse	Medicare	\$185.00															\$185.00
P36	5/1/25	Reimburse	Medicare	\$185.00															\$185.00
PSEC																			\$0.00
PEXP																			\$0.00
			GRAND TOTAL	\$4,564.40	\$14,456.97	\$0.00	\$414.00	\$0.00	\$0.00	\$0.00	\$0.00	\$45.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$19,480.37

The above-listed claims were approved by the LEOFF I Police Pension Board at its regular meeting held on April 15, 2025.

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.

the date identified above.

LEOFF I Police Pension Board Chair: _____ Date: _____

LEOFF I Police Pension Board Secretary: _____ Date: _____