Agenda
Police Pension Board Regular Meeting
Tuesday, October 21, 2025
Richland City Hall ~ Parkway Conference Room
625 Swift Boulevard

Police Pension Board Regular Meeting No. 795

Call to Order

Attendance

Presentations

1. LEOFF Salary Escalations and COLA Adjustments
   - Brandon Allen, Finance Director

Public Comments

Minutes: (Approve by Motion)

2. Approval of the September 16, 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. September 2025 Preliminary Financial Statements
   - Brandon Allen, Finance Director

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

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

Business Items

5. Pensioner Hearing Aid Reimbursement Request - $6,250 (Tabled from September 16, 2025 Meeting)

Board Member Comments

Adjournment

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.

MEMORANDUM

TO: Police Pension Board

FROM: Brandon Allen, Finance Director

DATE: October 21, 2025

RE: LEOFF COLA Changes

Following is the list of changes in pension allowances due to the 3.61% LEOFF COLA effective April 1, 2025.

Calculations were verified by Brandon Allen, Finance Director.

	P#		Position	Salary	Longevity	Wage	%	41.20 Amt	Less	Board
	P18		Captain	14,754.00		14,754.00	33%	4,868.82	5,197.41	0
	P25W		Captain	14,754.00		14,754.00	33%	4,918.00	6,321.31	0
	P35		Lieutenant	14,050.00	20.00	14,070.00	54%	7,597.80	6,052.02	1,545.78
	P36		Captain	14,754.00		14,754.00	50%	7,377.00	5,226.74	2,150.26
										3,696.04

M E M O R A N D U M

TO: POLICE PENSION BOARD

FROM: Brandon Allen, Finance Director

DATE: October 21, 2025

RE: Salary Escalations

Below is the list of new pension allowances effective the first payroll in 2025 (December 16, 2024). These changes reflect an increase to the salary due to joining Collective Bargaining (CBA) Unit with CBA approved by Council on August 19, 2025.

Calculations verified by Brandon Allen, Finance Director

P#	Position	Sal. Sch.	Longevity	Current Wage	%	41.20 Amount	Less LEOFF	Board Payment
P18	Captain	14,754.00		14,754.00	33	4,918.00	5,197.41	
P25W	Captain	14,754.00		14,754.00	33	4,918.00	6,321.31	
P35	Lieutenant	14,050.00	20.00	14,070.00	54	7,597.80	5,841.15	1,756.65
P36	Captain	14,754.00		14,754.00	50	7,377.00	5,044.63	2,332.37

Minutes
Police Pension Board Regular Meeting
Tuesday, September 16, 2025
Richland City Hall ~ Parkway Conference Room
625 Swift Boulevard

Police Pension Board Regular Meeting No. 794

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 Tanner	Present
	Police Pension Board Secretary Rogers	Present

Presentations

None.

Public Comments

None.

Minutes

1. Approval of August 19, 2025 Police Pension Board Regular Meeting Minutes

MR. TANNER MOVED AND MR. MOORE SECONDED THE MOTION TO APPROVE THE AUGUST 19, 2025 MEETING MINUTES AS PRESENTED. MOTION CARRIED 6-0.

Financial Reports and Investments

2. August 2025 Preliminary Financial Statements

Finance Director Allen presented the preliminary August financials, stating that the results were consistent and showed no unusual activity. He reported the year-to-date expenditures are at 53% of the budget, which is well ahead of budget projections.

MR. MOORE MOVED AND MR. CARPER SECONDED THE MOTION TO RECEIVE AND PLACE ON FILE THE AUGUST 2025 PRELIMINARY FINANCIAL STATEMENTS AS PRESENTED. MOTION CARRIED 6-0.

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

Police Pension Board Secretary Rogers provided a detailed review of the thirteen (13) claims submitted by four (4) pensioners.

MR. MOORE MOVED AND MR. CARPER SECONDED THE MOTION TO APPROVE THE AUGUST 2025 MEDICAL/DENTAL/VISION/OTHER CLAIMS AS PRESENTED. MOTION CARRIED 6-0.

Business Items

4. Pensioner Hearing Aid Reimbursement Request - $6,250

Police Pension Board Secretary Rogers presented a hearing aid reimbursement claim from a pensioner for hearing aid expenses. She explained that the pensioner obtained hearing aids through Amplifon, but despite multiple adjustment attempts, the devices did not meet his hearing needs. The pensioner subsequently returned to Miracle Ear, where he had previously received effective hearing aids, and purchased a set that worked better.

Under existing policy, pensioners have a $3,600 hearing aid benefit every 36 months. Although the first set was paid in full by Amplifon, the pensioner obtained a second set of hearing aids within the same calendar year and is requesting a reimbursement of $6,250 for the devices. Pension Board Secretary Rogers provided correspondence from the pensioner for the record.

Board members deliberated on the reimbursement request and agreed that further information was needed. The Board requested Police Pension Board Secretary Rogers invite the pensioner to attend the October meeting to provide additional information relating to the reimbursement claim.

This item was tabled until the next meeting. No decision was made.

Board Member Comments

Police Pension Board Secretary Rogers provided an update to the reimbursement request submitted by the family of a deceased pensioner. At the August meeting, the Board discussed the matter for information only, focusing on how long care expenses should be covered following a pensioner's passing. Police Pension Board Secretary Rogers reported that the family has since submitted an amended reimbursement claim log requesting reimbursement for seven (7) days, which is consistent with the facility's contract terms. The revised request will be presented to the Board for consideration and approval at the October meeting.

During the discussion, the Board revisited whether a formal policy should be established. Options considered included providing reimbursement for up to two weeks after a pensioner's death, reimbursing strictly in accordance with facility contract terms, or

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continuing to review reimbursements on a case-by-case basis. The consensus was to defer to each facility's contract provisions rather than adopting a Board policy.

Mr. Tanner requested clarification on the extent of permissible communication with pensioners regarding claims outside of formal meetings. The Board discussed compliance with Health Information Portability and Accountability Act (HIPAA) requirements during open public meetings and noted that claims may be discussed so long as no personal identifiers are disclosed.

Adjournment

Mayor Richardson adjourned the meeting at 8:50 a.m.

APPROVED: ATTEST:

_____ _____

Mayor Theresa Richardson, Chair Jennifer Rogers, Police Pension Board Secretary

DATE APPROVED:

DATE PUBLISHED:

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CITY OF RICHLAND
POLICE PENSION FUND
2025 REVENUE AND EXPENSE

Police Pension

Year of 2025	January	February	March	April	May	June	July	August	Preliminary September	October	November	December	Year to Date	Budget	YTD%
Beginning Balance	$ 372,075.86	$ 372,113.32	$ 373,127.92	$ 372,687.97	$ 372,268.29	$ 372,209.06	$ 372,419.44	$ 371,902.07	$ 372,458.53						
REVENUE															
Investment Interest	1,558.70	1,455.88	1,493.08	1,638.64	1,474.60	1,378.42	1,480.70	1,410.97	1,093.30				12,984.29	12,000.00	108.2%
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	34,000.00	28,000.00	28,000.00	27,000.00	19,000.00	37,000.00				274,000.00	451,700.00	60.7%
TOTAL REVENUE:	32,558.70	43,455.88	29,493.08	35,638.64	29,474.60	29,378.42	28,480.70	20,410.97	38,093.30	-	-	-	286,984.29	463,700.00	61.9%
EXPENSE															
Medical Insurance - <65	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Medical Insurance - >65	4,007.76	4,007.76	4,007.76	4,007.76	4,007.76	4,007.76	4,007.76	3,840.77	3,840.77				35,735.86	50,100.00	71.3%
Dental Insurance - Retired	698.64	698.64	698.64	698.64	698.64	698.64	698.64	669.53	669.53				6,229.54	8,700.00	71.6%
Dental Expense Pension	124.00	129.00	-	414.00	-	1,504.00	-	70.25	2,226.00				4,467.25	6,600.00	67.7%
Medical Expense Pension	10,628.41	21,057.75	8,254.00	14,501.97	8,787.65	7,116.69	7,932.87	360.20	17,337.53				95,977.07	160,000.00	60.0%
Medicare Premiums	4,716.00	4,201.70	4,626.20	4,564.40	4,564.40	4,564.40	4,564.40	4,379.40	4,379.40				40,560.30	58,400.00	69.5%
Retirement Allowance	12,346.43	12,346.43	12,346.43	11,276.55	11,276.55	11,276.55	10,697.84	10,529.05	10,529.05				102,624.88	155,000.00	66.2%
Widow's Benefits	-	-	-	-	-	-	-	-	-				-	19,500.00	0.0%
Supplies													-	100.00	0.0%
Postage							96.56	5.31					101.87	150.00	67.9%
Travel					198.83								198.83	2,400.00	8.3%
Training & Conference				595.00									595.00	1,500.00	39.7%
Other Expenses							1,000.00						1,000.00	1,250.00	80.0%
Total Expense	32,521.24	42,441.28	29,933.03	36,058.32	29,533.83	29,168.04	28,998.07	19,854.51	38,982.28	-	-	-	287,490.60	463,700.00	62.0%
Revenues Over (Under) Expense:	37.46	1,014.60	(439.95)	(419.68)	(59.23)	210.38	(517.37)	556.46	(888.98)	-	-	-	(506.31)	-	
Ending Balance	$ 372,113.32	$ 373,127.92	$ 372,687.97	$ 372,268.29	$ 372,209.06	$ 372,419.44	$ 371,902.07	$ 372,458.53	$ 371,569.55	$ -	$ -	$ -	$ (506.31)	$ -	
ENDING BALANCE CONSISTING OF:															
Cash	156,458.07	157,472.67	157,032.72	156,613.04	156,553.81	156,764.19	156,246.82	156,803.28	155,914.30						
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						
Gain(Loss) on Investments	(109,747.01)	(109,747.01)	(109,747.01)	(109,747.01)	(109,747.01)	(109,747.01)	(109,747.01)	(109,747.01)	(109,747.01)						
Net Current Assets & Liabilities	-	-	-	-	-	-	-	-	-						
Ending Fund Balance	$ 372,113.32	$ 373,127.92	$ 372,687.97	$ 372,268.29	$ 372,209.06	$ 372,419.44	$ 371,902.07	$ 372,458.53	$ 371,569.55	$ -	$ -	$ -			
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.

OCTOBER 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	$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 BENEFIT 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	11/1/25	Reimburse	Medicare	$174.70															$174.70
P3	0701/25-07/07/25	Reimburse	Memory Care		$1,837.17														$1,837.17
P4	11/1/25	Reimburse	Medicare	$185.00															$185.00
P7	11/1/25	Reimburse	Medicare	$184.00															$184.00
P9	11/1/25	Reimburse	Medicare	$185.00															$185.00
P10	11/1/25	Reimburse	Medicare	$185.00															$185.00
P10	9/2/25	Reimburse	RX		$73.35														$73.35
P10	9/2/25	Reimburse	RX		$48.95														$48.95
P10	9/17/25	Reimburse	RX		$127.45														$127.45
P10	10/2/25	Reimburse	RX		$8.99														$8.99
P10	10/3/25	Reimburse	RX		$375.95														$375.95
P11	11/1/25	Reimburse	Medicare	$185.00															$185.00
P12	11/1/25	Reimburse	Medicare	$185.00															$185.00
P14	11/1/25	Reimburse	Medicare	$174.70															$174.70
P14	07/01-07/31/2025	Reimburse	Assisted Living Facility		$6,004.25														$6,004.25
P14	08/01/-08/31/2025	Reimburse	Assisted Living Facility		$6,004.23														$6,004.23
P14	09/01-09/30/2025	Reimburse	Assisted Living Facility		$6,004.25														$6,004.25
P15	11/1/25	Reimburse	Medicare	$185.00															$185.00
P17	11/1/25	Reimburse	Medicare	$185.00															$185.00
P19	11/1/25	Reimburse	Medicare	$185.00															$185.00
P20	11/1/25	Reimburse	Medicare	$185.00															$185.00
P21	11/1/25	Reimburse	Medicare	$185.00															$185.00
P22	11/1/25	Reimburse	Medicare	$183.00															$183.00
P12	5/4/25	Reimburse	Medical		$27.81														$27.81
P12	6/4/25	Reimburse	Medical		$27.81														$27.81
P12	7/4/25	Reimburse	Medical		$27.81														$27.81
P12	8/4/25	Reimburse	Medical		$27.81														$27.81
P23	11/1/25	Reimburse	Medicare	$185.00															$185.00
P24	11/1/25	Reimburse	Medicare	$259.00															$259.00
P28	11/1/25	Reimburse	Medicare	$185.00															$185.00
P30	11/1/25	Reimburse	Medicare	$185.00															$185.00
P31	11/1/25	Reimburse	Medicare	$185.00															$185.00
P32	11/1/25	Reimburse	Medicare	$185.00															$185.00
P34	11/1/25	Reimburse	Medicare	$259.00															$259.00
P35	11/1/25	Reimburse	Medicare	$185.00															$185.00
P36	11/1/25	Reimburse	Medicare	$185.00															$185.00
PSEC																			$0.00
PEXP																			$0.00
			GRAND TOTAL	**$4,379.40**	**$20,595.83**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$24,975.23**
Red indic																			

The above-listed claims were approved by the LEOFF I Police Pension Board at its regular meeting held on October 21, 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.

LEOFF I Police Pension Board Chair: _____ Date: _____

LEOFF I Police Pension Board Secretary: _____ Date: _____

POLICE PENSION BOARD
AGENDA ITEM COVERSHEET

Meeting Date: 10/21/2025 Agenda Category: Business Items

Subject
Pensioner Hearing Aid Reimbursement - $6,250 (Tabled from September 16, 2025 Meeting)

Department
Police Pension Board

Document Type
Police Pension Board Item

Recommended Motion
None.

Summary
A pensioner is seeking reimbursement of $6,250 for hearing aids. The individual initially obtained hearing aids through Amplifon, the City's contracted provider, but reported the devices did not meet his needs, despite multiple adjustment appointments. As a result, the pensioner returned to his previous provider and purchased alternative hearing aids that were more effective. While the City's current Cigna benefits allow for a maximum $5,000 benefit every 36 months for hearing aids, the pensioner is requesting that the Board approve reimbursement of $6,250 for the devices purchased outisde of Amplifon, in addition to the costs already incurred through the City's contracted provider.

Attachments