

Agenda
Police Pension Board Regular Meeting
Tuesday, March 17, 2026
Richland City Hall ~ Parkway Conference Room
625 Swift Boulevard

Call to Order

Attendance

Presentations

None.

Public Comments

Minutes: (Approve by Motion)

1. Approval of the February 17, 2026 Police Pension Board Regular Meeting Minutes
- Jennifer Rogers, Police Pension Board Secretary

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

2. February 2026 Preliminary Financial Statements
- Brandon Allen, Finance Director

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

3. March 2026 Medical/Dental/Vision/Other Claims
- Jennifer Rogers, Police Pension Board Secretary

Business Items

4. Medicare Part B Premium Reimbursement

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.

Minutes

Police Pension Board Regular Meeting
Tuesday, February 17, 2026
Richland City Hall ~ Parkway Conference Room
625 Swift Boulevard

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

Attendance: Mayor Richardson	Present
Mayor Pro Tem VanDyke	Absent
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 the January 20, 2026 Police Pension Board Regular Meeting Minutes

MR. TANNER MOVED AND MR. MOORE SECONDED THE MOTION TO APPROVE THE JANUARY 20, 2026 REGULAR MEETING MINUTES AS PRESENTED. MOTION CARRIED 6-0.

Financial Reports and Investments

2. January 2026 Preliminary Financial Statements

Finance Director Allen provided an overview of the financial statements. He noted that expenditures are approximately 6.1% of the total annual budget, and that there are no unusual or unexpected financial trends to report. Overall, he indicated that financial activity is progressing as anticipated.

MR. CARPER MOVED AND MR. MOORE SECONDED THE MOTION TO RECEIVE AND PLACE ON FILE THE JANUARY 2026 PRELIMINARY FINANCIAL STATEMENTS AS PRESENTED. MOTION CARRIED 6-0.

3. February 2026 Medical/Dental/Vision/Medicare/Other Claims

Police Pension Board Secretary Rogers provided an overview of the six (6) claims submitted by three (3) pensioners.

Mr. Moore shared that a retiree had contacted him regarding the Board's request for Medicare Part B documentation.

Police Pension Board Secretary Rogers replied that all pensioners are required to submit their Medicare Part B notice annually so the Board can accurately determine the reimbursement amount for Medicare premium payments. She explained that the premium is not the same for all pensioners, as some individuals may pay a reduced amount. Police Pension Board Secretary Rogers further stated that the City is not authorized to contact Medicare on behalf of pensioners to obtain this information.

MR. TANNER MOVED AND MR. MOORE SECONDED THE MOTION TO APPROVE THE FEBRUARY 2026 MEDICAL/DENTAL/VISION/OTHER CLAIMS AS PRESENTED. MOTION CARRIED 6-0.

Business Items

4. P-11 Reimbursement Request

Police Pension Board Secretary Rogers presented P-11's reimbursement request for \$65.66 for prescribed durable medical equipment (DME). She explained that although a custom-fitted DME had been prescribed by P-11's medical provider, P-11 elected to purchase an off-the-shelf DME which would result in cost savings to the Board compared to proceeding with the insurance process for a custom-fitted device.

MR. CARPER MOVED AND MR. TANNER SECONDED THE MOTION TO APPROVE P-11'S REIMBURSEMENT REQUEST FOR DURABLE MEDICAL EQUIPMENT IN THE AMOUNT OF \$65.66. MOTION CARRIED 6-0.

5. P-34 Reimbursement Request

Police Pension Board Secretary Rogers presented P-34's reimbursement request for \$435.55 for prescribed durable medical equipment (DME). She outlined the efforts P-34 made to secure reimbursement through Medicare or Cigna. However, both denied the claim because the DME was not submitted by the retailer or provider. Board members discussed Medicare and Cigna submission requirements, the provider's responsibility in filing claims on behalf of patients, and the cost of the DME.

MR. MOORE MOVED AND FINANCE DIRECTOR ALLEN SECONDED THE MOTION TO APPROVE P-34'S REIMBURSEMENT REQUEST FOR DURABLE MEDICAL EQUIPMENT IN THE AMOUNT OF \$435.55. MOTION CARRIED 6-0.

Board Member Comments

Mr. Moore asked Finance Director Allen to explore whether it would be possible to utilize direct deposit for pension payments. Finance Director Allen explained that the functionality exists within the City's financial software but has not yet been activated or integrated. Implementation would require staff time to enable, test, and ensure it operates properly.

Finance Director Allen clarified that only a portion of retirees, approximately 20 to 40 Police and Fire pensioners receive pension payments from the City. Payments are issued only when the locally calculated benefit exceeds the state-paid amount. As a result, many retirees are not in the City's payroll system, limiting the effectiveness of a payroll-based solution.

Mr. Moore stated he was not pressing the issue but had received inquiries from retirees regarding the matter. Finance Director Allen confirmed the matter will remain under review.

Police Pension Board Secretary Rogers sought approval to place an item on the March Police Pension Board meeting agenda for action to determine how the Board would like to proceed with Medicare Part B reimbursement payments for pensioners who have not submitted their 2026 Medicare Part B notice. Board members expressed consensus to add the item on the March agenda.

Police Pension Board Rogers then announced that the 2026 WSLEA LEOFF 1 Conference will be held May 5-8 at Campbell's Resort in Lake Chelan. She requested members contact her directly if they are interested in attending so that travel arrangements can be initiated.

Adjournment

Mayor Richardson adjourned the meeting at 8:37 a.m.

APPROVED:

ATTEST:

Mayor Theresa Richardson, Chair

Jennifer Rogers, Police Pension Board Secretary

DATE APPROVED:

DATE PUBLISHED:

**CITY OF RICHLAND
POLICE PENSION FUND
2026 REVENUE AND EXPENSE**

Police Pension

Year of 2026	Preliminary												Year to Date	Budget	YTD%					
	January	February	March	April	May	June	July	August	September	October	November	December								
Beginning Balance	\$ 372,220.87	\$ 372,363.17																		
REVENUE																				
Investment Interest	1,077.63	1,129.83															2,207.46	12,000.00	18.4%	
Other Interest Earnings																	-	-	0.0%	
Medical Reimburse																	-	-	0.0%	
Net Change in Fair Market Value																	-	-	0.0%	
Contribution- General Fund	27,000.00	22,000.00															49,000.00	447,100.00	11.0%	
TOTAL REVENUE:	28,077.63	23,129.83	-	-	-	-	-	-	-	-	-	-	-	-	-	-	51,207.46	459,100.00	11.2%	
EXPENSE																				
Medical Insurance - <65	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Medical Insurance - >65	3,840.77	3,840.77															7,681.54	46,100.00	16.7%	
Dental Insurance - Retired	669.53	669.53															1,339.06	8,100.00	16.5%	
Dental Expense Pension	48.00	453.00															501.00	6,600.00	7.6%	
Medical Expense Pension	6,758.78	1,662.15															8,420.93	160,000.00	5.3%	
Medicare Premiums	4,451.00	4,865.70															9,316.70	58,400.00	16.0%	
Retirement Allowance	12,167.25	12,167.25															24,334.50	155,000.00	15.7%	
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	27,935.33	23,658.40	-	-	-	-	-	-	-	-	-	-	-	-	-	-	51,593.73	459,100.00	11.2%	
Revenues Over (Under)																				
Expense:	142.30	(528.57)																	(386.27)	
Ending Balance	\$ 372,363.17	\$ 371,834.60	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	(386.27)	\$ -
ENDING BALANCE CONSISTING OF:																				
Cash	152,170.99	151,616.82																		
Investments	325,402.26	325,402.26																		
Gain(Loss) on Investments	(105,210.08)	(105,210.08)																		
Net Current Assets & Liabilities	-	-																		
Ending Fund Balance	\$ 372,363.17	\$ 371,809.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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	\$ 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.

MARCH 2026 POLICE PENSION BOARD CLAIM LOG

P NO.	DATE OF SERVICE	CLAIMANT	SERVICE RENDERED	Medicare Part B	MEDICAL/RX/ADULT CARE	PHYSICAL EXAMS	DENTAL		VISION (non-medical)				HEARING AID	MASSAGE	ACUPUNCTURE	DEATH BENEFIT	TRAVEL/ TUITION	OPERATING EXP	GRAND TOTAL	
				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	4/1/26	Reimburse	Medicare Part B	\$174.70																\$174.70
P4	4/1/26	Reimburse	Medicare Part B	\$202.90																\$202.90
P7	4/1/26	Reimburse	Medicare Part B	\$202.90																\$202.90
P9	4/1/26	Reimburse	Medicare Part B	\$202.90																\$202.90
P10	4/1/26	Reimburse	Medicare Part B	\$202.90																\$202.90
P10	3/2/26	Reimburse	RX		\$48.95															\$48.95
P10	3/2/26	Reimburse	RX		\$72.51															\$72.51
P10	3/2/26	Reimburse	RX		\$127.45															\$127.45
P10	3/5/26	Reimburse	RX		\$160.95															\$160.95
P11	4/1/26	Reimburse	Medicare Part B	\$202.90																\$202.90
P12	4/1/26	Reimburse	Medicare Part B	\$202.90																\$202.90
P14	4/1/26	Reimburse	Medicare Part B	\$174.70																\$174.70
P14	1/1/26	Reimburse	Assisted Living Facility		\$7,400.00															\$7,400.00
P14	2/1/26	Reimburse	Assisted Living Facility		\$7,400.00															\$7,400.00
P15	4/1/26	Reimburse	Medicare Part B	\$202.90																\$202.90
P17	4/1/26	Reimburse	Medicare Part B	\$202.90																\$202.90
P17	4/1/26	Reimburse	Medicare Part B Adj.	\$71.60																\$71.60
P19	4/1/26	Reimburse	Medicare Part B	\$202.90																\$202.90
P20	4/1/26	Reimburse	Medicare Part B	\$202.90																\$202.90
P21	4/1/26	Reimburse	Medicare Part B	\$202.90																\$202.90
P22	4/1/26	Reimburse	Medicare Part B	\$202.90																\$202.90
P23	4/1/26	Reimburse	Medicare Part B	\$202.90																\$202.90
P24	4/1/26	Reimburse	Medicare Part B	\$259.00																\$259.00
P28	4/1/26	Reimburse	Medicare Part B	\$201.90																\$201.90
P28	12/16/25	Payment	Dental				\$17.00													\$17.00
P30	4/1/26	Reimburse	Medicare Part B	\$202.90																\$202.90
P31	4/1/26	Reimburse	Medicare Part B	\$202.90																\$202.90
P31	1/22/26	Payment	Dental				\$444.00													\$444.00
P32	4/1/26	Reimburse	Medicare Part B	\$202.90																\$202.90
P34	4/1/26	Reimburse	Medicare Part B	\$259.00																\$259.00
P35	4/1/26	Reimburse	Medicare Part B	\$202.90																\$202.90
P35	4/1/26	Reimburse	2026 Medicare Adj.	\$71.60																\$71.60
P36	4/1/26	Reimburse	Medicare Part B	\$202.90																\$202.90
PSEC																				\$0.00
PEXP																				\$0.00
			GRAND TOTAL	\$4,864.70	\$15,209.86	\$0.00	\$461.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20,535.56

The above-listed claims were approved by the LEOFF I Police Pension Board at its regular meeting held on March 17, 2026.

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: _____