

City of Richland Resolution No. 100-20 temporarily designates virtual locations for all municipal meetings until such time as Benton County moves into a phase of the *Washington Safe Start* reopening plan that authorizes public gatherings and the opening of public facilities. For this meeting, the Police Pension Board will meet remotely via telephone. The public may attend this meeting by calling the phone number provided. All members of the public must immediately mute their electronic devices and remain silent unless offering comments during the Public Comment portion of the meeting.

Agenda

Police Pension Board Regular Meeting

Thursday, December 17, 2020 - 8:15 AM

****REMOTE ATTENDANCE ONLY****

Public Telephone Access: (509) 942-7699

Police Pension Board Regular Meeting No. 737

Call to Order

Attendance

Presentations

1. 2021 Salary Escalator for Police Officers and Unaffiliated Staff
- Cathleen Koch, Administrative Services Director

Public Comments

Minutes: (Approve by Motion)

2. Approval of the November 19, 2020 Police Pension Board Meeting Minutes
- Jennifer Rogers, Police Pension Board Secretary

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

3. Preliminary November 2020 Financial Statements
- Cathleen Koch, Administrative Services Director

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

4. December 2020 Medical/Dental/Vision/Medicare/Other Claims Report - \$11,137.08
- Jennifer Rogers, Police Pension Board Secretary

Business Items

Board Member Comments

Adjournment: (Motion to Adjourn)

Richland City Hall is ADA accessible. 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 942-7389.



POLICE PENSION BOARD AGENDA ITEM COVERSHEET

Meeting Date: 12/17/2020

Agenda Category: Presentations

Subject:
2021 Salary Escalator for Police Officers and Unaffiliated Staff

Department:
Police Pension Board

Document Type:
Police Pension Board Item

Recommended Motion:
Discussion Only

Summary:
2021 Salary Escalator for Police Officers 2.5% and Unaffiliated Staff 1.3%

Attachments:

1. 2021 Police Guild Salary Escalator
2. 2021 Police Guild Unaff Escalations

Following is the list of the new pension allowances for retired Police Officers through Sergeant receiving the salary escalator. The changes represent a 2.5% wage increase effective the 1st payroll period in 2021(December 21, 2020), pursuant to the Police Guild bargaining agreement approved by City Council on February 6, 2018. Calculations were verified by Brandon Allen, Finance Director.

Emp #	P#	Position	Salary Schedule	Long-evity	Wage	%	41.20 Amt	Less LEOFF	Board Payment
704	P4	Police Officer	7,714.00	154.28	7,868.28	50	3,934.14	3,045.39	888.75
3218	P14	Sergeant	8,870.00	1,064.40	9,934.40	50	4,967.20	3,505.81	1,461.39
3757	P15	Corporal	8,255.00		8,255.00	50	4,127.50	3,358.84	768.66
985	P19	Detective	8,177.00	163.54	8,340.54	50	4,170.27	3,362.85	807.42
40	40W	Police Officer	7,714.00	925.68	8,639.68	33	2,879.89	-	2,879.89
489	489W	Sergeant	8,870.00	177.40	9,047.40	33	3,015.80	3,554.95	-
927	P28	Sergeant	8,870.00	177.40	9,047.40	50	4,523.70	3,507.41	1,016.29
P29W	P29	Corporal	8,255.00	990.60	9,245.60	33	3,081.87	3,311.10	-
3187	P31	Police Officer	7,714.00	925.68	8,639.68	50	4,319.84	3,219.63	1,100.21
P37W	Wendland, Jennie	Sergeant	8,653.00	1,038.36	9,691.36	33	3,507.29	3,507.29	-
421	P40	Police Officer	7,714.00	154.28	7,868.28	50	3,934.14	3,128.70	805.44

Total Monthly Increase	\$ 835.41	Pay from 12-1-20 thru 12-31-20	New Monthly Total \$ 9,728.05
			\$9,189.09

MEMORANDUM

TO: POLICE PENSION BOARD
FROM: Jane Gagnebin, Payroll Specialist

DATE: December 17, 2020

RE: Salary Escalations

Below is the list of new pension allowances effective the first payroll in 2021 (December 21, 2020). These changes reflect an 1.3% increase to the salary ranges for unaffiliated positions approved by Council on December 1, 2020.

Calculations verified by Brandon Allen, Finance Director

Emp #	P#	Position	Sal. Sch.	Longevity	Current Wage	%	41.20 Amount	Less LEOFF	Board Payment	with 11 Days
3338	P3	Lieutenant	11,198.00		11,198.00	52	5,822.96	4,829.20	993.76	52.77
3453	P7	Deputy Director	12,796.00		12,796.00	60	7,677.60	6,259.10	1,418.50	69.41
35	P18	Captain	12,304.00		12,304.00	50	6,152.00	4,093.10	2,058.90	55.71
4917	P24	Director	14,954.00		14,954.00	60	8,972.40	8,129.70	842.70	80.90
	Lohdefinck, Jane	Captain	12,304.00		12,304.00	33	4,101.33	4,978.21		-
914	P35	Lieutenant	11,198.00	20.00	11,218.00	54	6,057.72	4,766.14	1,291.58	54.80
777	P36	Captain	12,304.00		12,304.00	50	6,152.00	4,116.21	2,035.79	55.71

New Monthly Total

\$ 8,641.23

The total monthly increase is \$ 1,040.76

12/21/20-12/31/20:

\$ 369.30



POLICE PENSION BOARD AGENDA ITEM COVERSHEET

Meeting Date: 12/17/2020

Agenda Category: Minutes

Subject:

Approval of the November 19, 2020 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 November 19, 2020.

Summary:

Draft meeting minutes from the Police Pension Board meeting held November 19, 2020 are presented for the Board's consideration and approval.

Attachments:

- I. DRAFT 2020.11.19 Police Pension Board Meeting Minutes

Minutes

Police Pension Board Regular Meeting

Thursday, November 19, 2020 - 8:15 AM

****REMOTE ATTENDANCE ONLY****

Public Telephone Access: (509) 942-7699

Police Pension Board Regular Meeting No. 736

Call to Order: Mayor Lukson called the remote meeting to order at 8:15 a.m.

Attendance: Mayor Lukson, Administrative Services Director Koch, Police Representatives Couch, Moore and Thomas and Police Pension Board Secretary Rogers. Finance Director Allen was also present.

Presentations: None

Public Comments: None

Minutes:

1. Approval of the October 15, 2020 Police Pension Board Meeting Minutes

Mr. Couch moved and Mr. Moore seconded the motion to approve the October 15, 2020 meeting minutes as presented. The motion carried 6-0.

Financial Reports and Investments:

2. Preliminary October 2020 Financial Statements

Administrative Services Director Koch stated that the financial statements should be final numbers, not preliminary, as she understood the months of June, July and August have been closed. She added that the September and October expenses are considered normal and did not contain any variances. Ms. Koch welcomed questions to the statement.

Mr. Moore moved and Mr. Thomas seconded the motion to approve and file the October 2020 financial statements. The motion carried 6-0.

3. October 2020 Medical/Dental/Vision/Medicare/Other Claims Report - \$13,900.15

Mr. Couch moved and Mr. Moore seconded the motion to approve the claims. The motion carried 6-0.

Business Items: None

Board Member Comments: Police Representative Couch inquired about the average number of claims submitted each month. Police Pension Secretary Rogers replied that the

number of claims is dependent upon specific pensioners and the time of year.

Adjournment:

Mr. Couch moved and Mr. Moore seconded the motion to adjourn. The meeting adjourned at 8:20 a.m.

Respectively submitted by

Jennifer Rogers
Police Pension Board Secretary

Approved:

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POLICE PENSION BOARD AGENDA ITEM COVERSHEET

Meeting Date: 12/17/2020

Agenda Category: Financial Reports and Investments

Subject:
Preliminary November 2020 Financial Statements

Department:
Police Pension Board

Document Type:
Police Pension Board Item

Recommended Motion:
Motion to Accept and File the November Financial Statements

Summary:

Attachments:
I. Preliminary November Police Income Expense Statement

CITY OF RICHLAND POLICE PENSION FUND 2020 REVENUE AND EXPENSE

Police Pension

Year of 2020	January	February	March	April	May	June	July	August	Preliminary September	Preliminary October	Preliminary November	December	Year to Date	Budget	YTD%
Beginning Balance	\$ 387,040.72	\$ 373,012.43	\$ 372,168.04	\$ 372,589.39	\$ 372,716.28	\$ 372,968.58	\$ 373,047.51	\$ 373,197.96	\$ 372,453.00	\$ 372,284.79	\$ 371,894.51			\$ -	0.00
REVENUE															
Investment Interest	1,015.63	1,049.90	991.19	1,014.88	943.52	1,078.25	957.49	918.56	892.59	748.65	2,119.14		11,729.80	16,000.00	73.3%
Other Interest Earnings													-	-	0.0%
Medical Reimburse													-	-	0.0%
Net Change in Fair Market Value													-	-	0.0%
Contribution- General Fund	17,000.00	43,000.00	47,000.00	37,000.00	37,000.00	34,000.00	34,000.00	41,000.00	31,000.00	38,000.00	34,000.00		393,000.00	435,500.00	90.2%
TOTAL REVENUE:	18,015.63	44,049.90	47,991.19	38,014.88	37,943.52	35,078.25	34,957.49	41,918.56	31,892.59	38,748.65	36,119.14	-	404,729.80	451,500.00	89.6%
EXPENSE															
Medical Insurance - <65	222.24	222.24	222.24	222.24	222.24	222.24	222.24	222.24	222.24	222.24	222.24		2,444.64	5,400.00	45.3%
Medical Insurance - >65	4,561.76	4,561.76	4,561.76	4,398.84	4,398.84	4,235.92	4,235.92	4,235.92	4,235.92	4,235.92	4,235.92		47,898.48	54,800.00	87.4%
Dental Insurance - Retired	769.08	769.08	769.08	742.56	742.56	716.04	716.04	716.04	716.04	716.04	716.04		8,088.60	9,600.00	84.3%
Dental Expense Pension	548.50	173.00	87.60	752.40	2,515.20	36.60	686.00	1,327.50	83.20	2,298.40	271.73		8,780.13	8,000.00	109.8%
Medical Expense Pension	2,938.31	16,768.68	18,566.13	10,719.70	8,885.37	9,703.58	8,254.95	15,577.28	6,210.66	11,081.79	9,567.02		118,273.47	117,000.00	101.1%
Medicare Premiums	4,948.10	4,343.60	4,307.10	4,235.30	4,261.70	4,061.40	4,061.40	4,061.40	4,061.40	4,061.40	4,061.40		46,464.20	36,800.00	126.3%
Retirement Allowance	15,246.60	15,246.60	15,246.60	14,007.62	13,855.98	13,214.21	13,713.81	13,713.81	13,713.81	13,713.81	13,713.81		155,386.66	129,000.00	120.5%
Widow's Benefits	2,809.33	2,809.33	2,809.33	2,809.33	2,809.33	2,809.33	2,809.33	2,809.33	2,809.33	2,809.33	2,809.33		30,902.63	88,000.00	35.1%
Postage							107.35		8.20				115.55	-	#DIV/0!
Travel													-	1,200.00	0.0%
Training & Conference													-	700.00	0.0%
Other Expenses			1,000.00										1,000.00	1,000.00	100.0%
Total Expense	32,043.92	44,894.29	47,569.84	37,887.99	37,691.22	34,999.32	34,807.04	42,663.52	32,060.80	39,138.93	35,597.49	-	419,354.36	451,500.00	92.9%
Revenues Over (Under)															
Expense:	(14,028.29)	(844.39)	421.35	126.89	252.30	78.93	150.45	(744.96)	(168.21)	(390.28)	521.65	-	(14,624.56)	-	
Ending Balance	\$ 373,012.43	\$ 372,168.04	\$ 372,589.39	\$ 372,716.28	\$ 372,968.58	\$ 373,047.51	\$ 373,197.96	\$ 372,453.00	\$ 372,284.79	\$ 371,894.51	\$ 372,416.16	\$ -	\$ (14,624.56)	\$ -	
ENDING BALANCE CONSISTING OF:															
Cash	125,092.47	124,243.78	124,665.13	124,404.34	126,991.64	124,735.57	124,886.02	124,141.06	\$ 123,976.95	\$ 123,582.57	\$ 124,156.72				
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	(76,956.32)	(76,956.32)	(76,956.32)	(76,956.32)	(76,956.32)	(76,956.32)	(76,956.32)	(76,956.32)	(76,956.32)	(76,956.32)	(76,956.32)				
Net Current Assets & Liabilities	(525.98)	(521.68)	(521.68)	(134.00)	(2,469.00)	(134.00)	(134.00)	(134.00)	(138.10)	(134.00)	(186.50)				
Ending Fund Balance	\$ 373,012.43	\$ 372,168.04	\$ 372,589.39	\$ 372,716.28	\$ 372,968.58	\$ 373,047.51	\$ 373,197.96	\$ 372,453.00	\$ 372,284.79	\$ 371,894.51	\$ 372,416.16	\$ -			
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				

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
12/17/2020

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

Subject:

December 2020 Medical/Dental/Vision/Medicare/Other Claims Report - \$11,137.08

Department:
Police Pension Board

Document Type:
Police Pension Board Item

Recommended Motion:

Approve the December 2020 Claims report as presented.

Summary:

December 2020 Medical/Dental/Vision/Medicare/Other Claims Report in the amount of \$11,137.08 is presented for the Board's review and approval.

Attachments:

- I. 2020 December Police Claims Log

DECEMBER 2020 POLICE PENSION BOARD CLAIM LOG																			
				MEDICARE	MEDICAL/RX/ADULT CARE	PHYSICAL EXAMS	DENTAL		VISION (non-medical)				HEARING AID	MASSAGE	DEATH BENEFIT	TRAVEL/ TUITION	OPERATING EXP	GRAND TOTAL	ACUPUNCT URE
P NO.	DATE OF SERVICE	CLAIMANT	SERVICE RENDERED	BOARD PAYMENT	BOARD PAYMENT	\$400 YR MAX: BOARD PAYMENT	\$1,200 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	\$1,000 ONE-TIME PAYMENT: BOARD PAYMENT	BOARD PAYMENT	\$450 Budgeted Operating Expenses BOARD PAYMENT	GRAND TOTAL	12 Visit Yr Max ACUPUNCTURE
P2	1/1/21	Reimburse	Medicare	\$144.60														\$144.60	
P3	1/1/21	Reimburse	Medicare	\$135.50														\$135.50	
P4	1/1/21	Reimburse	Medicare	\$144.60														\$144.60	
P7	1/1/21	Reimburse	Medicare	\$124.60														\$124.60	
P8	1/1/21	Reimburse	Medicare	\$139.60														\$139.60	
P8		Reimburse	Medicare Adjustment for January, 2021	\$7.90														\$7.90	
P8	10/24-11/06/20	Reimburse	Living Assistance		\$2,948.42													\$2,948.42	
P8	11/07-11/20/20	Reimburse	Living Assistance		\$2,754.99													\$2,754.99	
P9	1/1/21	Reimburse	Medicare	\$602.60														\$602.60	
P10	1/1/21	Reimburse	Medicare	\$135.50														\$135.50	
P10	10/17/20	Reimburse	Ocusoft/RX		\$16.49													\$16.49	
P10	11/22/20	Reimburse	Bion Tears/RX		\$53.99													\$53.99	
P10	11/22/20	Reimburse	Ocusoft/RX		\$16.49													\$16.49	
P11	1/1/21	Reimburse	Medicare	\$144.60														\$144.60	
P12	1/1/21	Reimburse	Medicare	\$144.60														\$144.60	
P14	1/1/21	Reimburse	Medicare	\$144.60														\$144.60	
P15	1/1/21	Reimburse	Medicare	\$144.60														\$144.60	
P17	1/1/21	Reimburse	Medicare	\$135.50														\$135.50	
P18	1/1/21	Reimburse	Medicare	\$135.50														\$135.50	
P19	1/1/21	Reimburse	Medicare	\$144.60														\$144.60	
P20	1/1/21	Reimburse	Medicare	\$142.60														\$142.60	
P21	1/1/21	Reimburse	Medicare	\$144.60														\$144.60	
P22	1/1/21	Reimburse	Medicare	\$121.60														\$121.60	
P23	1/1/21	Reimburse	Medicare	\$144.60														\$144.60	
P23	11/16/20	Reimburse	Glasses						\$150.00		\$575.00							\$725.00	
P24	1/1/21	Reimburse	Medicare	\$113.50														\$113.50	
P28	1/1/21	Reimburse	Medicare	\$144.60														\$144.60	
P30																		\$0.00	
P31	1/1/21	Reimburse	Medicare	\$142.60														\$142.60	
P32	1/1/21	Reimburse	Medicare	\$135.50														\$135.50	
P34	1/1/21	Reimburse	Medicare	\$144.60														\$144.60	
P34	10/12/20	Reimburse	Flouride				\$50.00											\$50.00	
P34	10/22/20	Reimburse	Oral Exam/Root Canal				\$416.00											\$416.00	
P35	1/1/21	Reimburse	Medicare	\$143.60														\$143.60	
P36	1/1/21	Reimburse	Medicare	\$144.60														\$144.60	
P36	8/1/20	Reimburse	Eye Exam									\$76.92						\$76.92	
P40	1/1/21	Reimburse	Medicare	\$118.00														\$118.00	
P40	8/24/20	Reimburse	Allergy Pills		\$4.49													\$4.49	
P40	9/1/20	Reimburse	Vitamin D-3/RX		\$4.99													\$4.99	
PSEC																		\$0.00	
PEXP																		\$0.00	
			GRAND TOTAL	\$4,069.30	\$5,799.86	\$0.00	\$466.00	\$0.00	\$150.00	\$0.00	\$575.00	\$76.92	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$11,137.08	
																		\$0.00	
																		Cell Above Must = \$0	

The above-listed claims were approved by the LEOFF I Police Pension Board at its regular meeting held on December 17, 2020.

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 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: _____