City of Richland Resolution No. 100-20 temporarily designates virtual locations for all municipal meetings. This meeting will be conducted telephonically. Members of the public may join the meeting by calling the phone number provided.

Agenda

Police Pension Board Regular Meeting
Thursday, April 15, 2021 - 8:15 AM
REMOTE ATTENDANCE ONLY
Public Telephone Access: (509) 942-7699

Police Pension Board Regular Meeting No. 741

Call to Order

Attendance

Presentations

1. 2021 LEOFF COLA Adjustments
   - Cathleen Koch, Administrative Services Director

Public Comments

Minutes: (Approve by Motion)

2. Approval of the March 18, 2021 Police Pension Board Meeting Minutes
   - Jennifer Rogers, Police Pension Board Secretary

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

3. 2020 Income Expense Statements
   - Cathleen Koch, Administrative Services Director

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

4. April 2021 Medical/Dental/Vision/Medicare/Other Claims Report - $11, 716.99
   - Jennifer Rogers, Police Pension Board Secretary

Business Items: (Approve by Motion)

1. Police Pension Board Process and Procedures (Discussion)
   - Police Representative Moore

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: 4/15/2021

Agenda Category: Presentations

Subject:
2021 LEOFF COLA Adjustments

Department:
Police Pension Board

Document Type:
Police Pension Board Item

Recommended Motion:

Summary:
The 2021 LEOFF COLA is presented for the Board's review.

Attachments:
1. Police LEOFF Cola April 2021

M E M O R A N D U M

TO: Police Pension Board

FROM:

DATE: April 15, 2021

RE: LEOFF COLA Changes

Following is the list of changes in pension allowances due to the 1.9% LEOFF COLA effective 4/1/21.
Calculations were verified by Brandon Allen, Finance Director.

Emp #	P#	Position	Salary	Longevity	Wage	%	41.20 Amt	Less	Board
3338	P03	Lieutenant	11,198.00		11,198.00	52%	5,822.96	4,920.95	902.01
0704	P04	Police Officer	7,714.00	154.28	7,868.28	50%	3,934.14	3,103.25	830.89
3453	P07	Dpty Dir	12,796.00		12,796.00	60%	7,677.60	6,378.02	1,299.58
3218	P14	Sergeant	8,870.00	1,064.40	9,934.40	50%	4,967.20	3,572.42	1,394.78
3757	P15	Corporal	8,255.00		8,255.00	50%	4,127.50	3,422.66	704.84
0035	P18	Captain	12,304.00		12,304.00	50%	6,152.00	4,170.87	1,981.13
0985	P19	Detective	8,177.00	163.54	8,340.54	50%	4,170.27	3,426.74	743.53
4915	P24	Director	14,954.00		14,954.00	60%	8,972.40	8,284.16	688.24
0489	P41W	Sergeant	8,653.00	173.06	8,826.06	33%	2,942.02	3,554.95	0
0042	P25W	Captain	12,304.00		12,304.00	33%	4,101.33	5,072.80	0
0927	P28	Sergeant	8,870.00	177.40	9,047.40	50%	4,523.70	3,574.05	949.65
0045	P29W	Corporal	8,255.00	990.60	9,245.60	33%	3,081.87	3,374.01	0
3187	P31	Police Officer	7,714.00	925.68	8,639.68	50%	4,319.84	3,280.80	1,039.04
0914	P35	Lieutenant	11,198.00	20.00	11,218.00	54%	6,057.72	4,856.70	1,201.02
0777	P36	Captain	12,304.00		12,304.00	50%	6,152.00	4,194.42	1,957.58
026	P37W	Sergeant	8,653.00	1,038.36	9,691.36	33%	3,230.45	3,573.93	0
0421	P40	Police Officer	7,714.00	154.28	7,868.28	50%	3,934.14	3,188.15	745.99
									14,438.28

This represents a monthly decrease of $ 1,051.11

POLICE PENSION BOARD
AGENDA ITEM COVERSHEET

Meeting Date: 4/15/2021

Agenda Category: Minutes

Subject:
Approval of the March 18, 2021 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 March 18, 2021.

Summary:
Draft meeting minutes from the March 18, 2021 Police Pension Board meeting are presented for the Board's consideration and approval.

Attachments:
1. DRAFT 2021.03.18 Police Pension Board Meeting Minutes

Minutes

Police Pension Board Regular Meeting
Thursday, March 18, 2021 - 8:15 AM
REMOTE ATTENDANCE ONLY
Public Telephone Access: (509) 942-7699

Police Pension Board Regular Meeting No. 740

Call to Order:

Police Pension Secretary Rogers called the remote meeting to order at 8:16 a.m.

Attendance:

Mayor Lukson, Administrative Services Director Koch, Police Representatives Couch, Moore and Thomas and Police Pension Board Secretary Rogers.

Presentations
None.

Public Comments:
None.

Minutes:

1. Approval of the February 18, 2021 Police Pension Board Meeting Minutes

Mr. Moore moved and Mr. Couch seconded the motion to approve the February 18, 2021 meeting minutes as presented. The motion carried 6-0.

Financial Reports and Investments:

2. Preliminary March 2021 Financial Statements

Administrative Services Director Koch stated that financial statements will be available at the April meeting.

Medical/Dental/Vision/Medicare/Other Claims

3. March 2021 Medical/Dental/Vision/Medicare/Other Claims Report - $10,136.26

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

Mr. Moore questioned if there is information available regarding an inquiry submitted by P8 for outstanding reimbursement. Mayor Lukson replied that this inquiry can be

Draft

addressed during the Board Member Comments of the meeting as the claim is not listed on the claims log for approval.

Business Items:

5. Police Pension Board Issues Document Discussion

Police Pension Member Moore announced that he submitted a rebuttal to City Attorney, Kintzley's memorandum to the Police Pension Board Secretary for distribution. Administrative Services Director Koch replied that did not have sufficient time to review the document and requested that this discussion be delayed. Mayor Lukson and Police Pension Member Moore agreed with Administrative Services Koch.

Board Member Comments:
Police Pension Board Secretary provided an overview of the additional funds for reimbursement claim P8 is seeking. Secretary Rogers added that further information was requested from American Medical Response to validate the claim for additional funds.

Mayor Lukson directed Police Pension Board Secretary Rogers to invite P8 to attend the next scheduled meeting to provide information.

Adjournment:

Police Pension Board Secretary Rogers adjourned the meeting at 8:26 a.m.

Approved:

APPROVED: ATTEST:

_____ _____
Ryan Lukson, Chair Jennifer Rogers, Police Pension Secretary

DATE APPROVED:

DATE PUBLISHED:

Draft

POLICE PENSION BOARD
AGENDA ITEM COVERSHEET

Meeting Date: 4/15/2021

Agenda Category: Financial Reports and Investments

Subject:
2020 Income Expense Statements

Department:
Police Pension Board

Document Type:
Police Pension Board Item

Recommended Motion:
Approve to Accept and File by Motion the 2020 Police Income Expense Statements.

Summary:

Attachments:
1. 2020 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	September	October	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	$ 372,005.17	$ 371,181.07		$ -	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	859.31	773.39	830.79	11,325.50	16,000.00	70.8%
Other Interest Earnings													-	-	0.0%
Medical Reimburse													-	-	0.0%
Net Change in Fair Market Value												8,468.93	8,468.93	-	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	25,000.00	418,000.00	435,500.00	96.0%
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	38,859.31	34,773.39	34,299.72	437,794.43	451,500.00	97.0%
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	222.24	2,666.88	5,400.00	49.4%
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	4,235.92	52,134.40	54,800.00	95.1%
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	716.04	8,804.64	9,600.00	91.7%
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	466.00	9,246.13	8,000.00	115.6%
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	6,601.78	124,875.25	117,000.00	106.7%
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	4,061.40	50,525.60	36,800.00	137.3%
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	14,343.87	169,730.53	129,000.00	131.6%
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	2,834.37	33,737.00	88,000.00	38.3%
Postage							107.35		8.20			59.65	175.20	-	#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	33,541.27	452,895.63	451,500.00	100.3%
Revenues Over (Under) Expense:	(14,028.29)	(844.39)	421.35	126.89	252.30	78.93	150.45	(744.96)	(168.21)	(279.62)	(824.10)	758.45	(15,101.20)	-	
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	$ 372,005.17	$ 371,181.07	$ 371,939.52	$ (15,101.20)	$ -	
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	123,693.23	122,921.63	115,218.30			
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	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)	(68,487.39)			
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)	(193.65)			
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	$ 372,005.17	$ 371,181.07	$ 371,939.52			
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: 4/15/2021

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

Subject:
April 2021 Medical/Dental/Vision/Medicare/Other Claims Report - $11, 716.99

Department:
Police Pension Board

Document Type:
Police Pension Board Item

Recommended Motion:
Approve the April 2021 Claims report as presented.

Summary:
April 2021 Medical/Dental/Vision/Medicare/Other Claims Report in the amount of $11, 716.99 is presented for the Board's review and approval.

Attachments:
1. 2021 April Police Pension Board Claims Log

APRIL 2021 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	ACUPUNCTURE
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	5/1/21	Reimburse	Medicare	$144.60														**$144.60**	
P3	5/1/21	Reimburse	Medicare	$135.50														**$135.50**	
P4	5/1/21	Reimburse	Medicare	$148.50														**$148.50**	
P7	5/1/21	Reimburse	Medicare	$128.50														**$128.50**	
P8	5/1/21	Reimburse	Medicare	$147.50														**$147.50**	
P8	02/13-02/26/2021	Reimburse	Caregiving Assistance		$2,703.47													**$2,703.47**	
P8	02/27/-03/12/2021	Reimburse	Caregiving Assistance		$2,663.53													**$2,663.53**	
P9	5/1/21	Reimburse	Medicare	$619.50														**$619.50**	
P10	5/1/21	Reimburse	Medicare	$144.50														**$144.50**	
P10	02/05 - 03/01/2021	Reimburse	RX		$129.18													**$129.18**	
P10	12/1/20	Reimburse	Assessment for prescription eye care		$45.00													**$45.00**	
P10	12/29/20	Reimburse	After cataract laser surgery		$50.40													**$50.40**	
P11	5/1/21	Reimburse	Medicare	$148.50														**$148.50**	
P11	2/18/21	Reimburse	Dental care				$165.00											**$165.00**	
P12	5/1/21	Reimburse	Medicare	$148.50														**$148.50**	
P12	2/18/21	Reimburse	Dental- fix bridge				$72.13											**$72.13**	
P14	5/1/21	Reimburse	Medicare	$148.50														**$148.50**	
P15	5/1/21	Reimburse	Medicare	$148.50														**$148.50**	
P15	11/9/20	Reimburse	Dental exam				$62.00											**$62.00**	
P15	12/17/20		Dental exam				$84.00											**$84.00**	
P15	1/7/21	Reimburse	Dental care				$168.40											**$168.40**	
P17	5/1/21	Reimburse	Medicare	$148.50														**$148.50**	
P18	5/1/21	Reimburse	Medicare	$148.50														**$148.50**	
P19	5/1/21	Reimburse	Medicare	$148.50														**$148.50**	
P20	5/1/21	Reimburse	Medicare	$148.50														**$148.50**	
P21	5/1/21	Reimburse	Medicare	$144.60														**$144.60**	
P22	5/1/21	Reimburse	Medicare	$125.50														**$125.50**	
P23	5/1/21	Reimburse	Medicare	$148.50														**$148.50**	
P23	11/16/20	Reimburse	Eye exam		$22.07													**$22.07**	
P24	5/1/21	Reimburse	Medicare	$118.50														**$118.50**	
P24	1/7/21	Reimburse	Dental care				$75.31											**$75.31**	
P28	5/1/21	Reimburse	Medicare	$148.50														**$148.50**	
P30																		**$0.00**	
P31	5/1/21	Reimburse	Medicare	$148.50														**$148.50**	
P32	5/1/21	Reimburse	Medicare	$149.80														**$149.80**	
P34	5/1/21	Reimburse	Medicare	$148.50														**$148.50**	
P34	2/23/21	Reimburse	Dental care				$1,200.00											**$1,200.00**	
P35	5/1/21	Reimburse	Medicare	$148.50														**$148.50**	
P36	5/1/21	Reimburse	Medicare	$148.50														**$148.50**	
P36	11/24/20	Reimburse	Eye exam		$42.00													**$42.00**	

P40	5/1/21	Reimburse	Medicare	$148.50														**$148.50**	
PSEC																		**$0.00**	
PEXP																		**$0.00**	
			GRAND TOTAL	**$4,234.50**	**$5,655.65**	**$0.00**	**$1,826.84**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$11,716.99**	

The above-listed claims were approved by the LEOFF I Police Pension Board at its regular meeting held on April 15, 2021.

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: _____

POLICE PENSION BOARD
AGENDA ITEM COVERSHEET

Meeting Date: 4/15/2021

Agenda Category: Business Items

Subject:
Police Pension Board Process and Procedures (Discussion)

Department:
Police Pension Board

Document Type:
Police Pension Board Item

Recommended Motion:

Summary:
Police Pension Board (PPB) Representative Moore previously submitted a document outlining a number of PPB process and procedures for the Board's review and discussion.

Attachments: