

Agenda

Police Pension Board Regular Meeting

Thursday, December 16, 2021 ~ 8:15 AM

****REMOTE ATTENDANCE ONLY****

Public Telephone Access: (509) 942-7699

Police Pension Board Regular Meeting No. 749

Call to Order

Attendance

Presentations

1. Proposed 2022 Police Pension Budget
 - Brandon Allen, Finance Director
2. 2022 Salary Escalator for Police Officers and Unaffiliated Staff
 - Brandon Allen, Finance Director

Public Comments

Minutes: (Approve by Motion)

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

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

4. Preliminary November 2021 Financial Statements
 - Brandon Allen, Finance Director

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

5. December 2021 Medical/Vision/Dental/Other Claims Report
 - Jennifer Rogers, Police Pension Board Secretary

Business Items: (Approve by Motion)

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 509-942-7389.



POLICE PENSION BOARD AGENDA ITEM COVERSHEET

Meeting Date: 12/16/2021

Agenda Category: Presentations

Subject:
2022 Police Pension Board Budget

Department:
Police Pension Board

Document Type:
Police Pension Board Item

Recommended Motion:
Accept and file by motion.

Summary:
The 2022 Police Pension Board Budget is presented to the Board for review and acceptance.

Attachments:
I. 2022 Police Pension Budget

CITY OF RICHLAND POLICE PENSION FUND 2022 REVENUE AND EXPENSE

Police Pension

Year of 2022	January	February	March	April	May	June	July	August	September	October	November	December	Year to Date	Budget	YTD%
Beginning Balance														\$ -	0.00
<u>REVENUE</u>															
Investment Interest													-	10,750.00	0.0%
Other Interest Earnings													-	-	0.0%
Medical Reimburse													-	-	0.0%
Net Change in Fair Market Value													-	-	0.0%
Contribution- General Fund													-	439,000.00	0.0%
TOTAL REVENUE:	-	-	-	-	-	-	-	-	-	-	-	-	-	449,750.00	0.0%
<u>EXPENSE</u>															
Medical Insurance - <65													-	-	
Medical Insurance - >65													-	54,000.00	0.0%
Dental Insurance - Retired													-	9,000.00	0.0%
Dental Expense Pension													-	9,500.00	0.0%
Medical Expense Pension													-	128,000.00	0.0%
Medicare Premiums													-	51,000.00	0.0%
Retirement Allowance													-	158,000.00	0.0%
Widow's Benefits													-	37,000.00	0.0%
Supplies													-	100.00	0.0%
Postage													-	150.00	0.0%
Travel													-	1,000.00	0.0%
Training & Conference													-	750.00	0.0%
Other Expenses													-	1,250.00	0.0%
Total Expense	-	-	-	-	-	-	-	-	-	-	-	-	-	449,750.00	0.0%
Revenues Over (Under)															
Expense:	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Ending Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<u>ENDING BALANCE CONSISTING OF:</u>															
Cash															
Investments															
Gain(Loss) on Investments															
Net Current Assets & Liabilities															
Ending Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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

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: 12/16/2021

Agenda Category: Presentations

Subject:
2022 Salary Escalator for Police Officers and Unaffiliated Staff

Department:
Police Pension Board

Document Type:
Police Pension Board Item

Recommended Motion:

Summary:
The 2022 Salary Escalator reflects a 4.75% increase to the salary ranges for unaffiliated positions approved by the Richland City Council at the November 16, 2021 City Council Regular meeting. The new pension allowances will be effective the first payroll in 2022 (December 20, 2021).

Attachments:
I. 2022 Police Salary Escalations

MEMORANDUM

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

DATE: December 16, 2021

RE: Salary Escalations

Below is the list of new pension allowances effective the first payroll in 2022 (December 20, 2021). These changes reflect an 4.75% increase to the salary ranges for unaffiliated positions approved by Council on November 16, 2021.

Calculations verified by Brandon Allen, Finance Director

Emp #	Name	Position	Sal. Sch.	Longevity	Current Wage	%	41.20 Amount	Less LEOFF	Board Payment	with 12 Days
3338		Lieutenant	11,579.00		11,579.00	52	6,021.08	4,920.00	1,101.08	77.06
3453		Deputy Director	13,232.00		13,232.00	60	7,939.20	6,378.02	1,561.18	101.26
35W		Captain	12,723.00		12,723.00	33	4,241.00	4,170.87	70.13	27.15
4917		Director	16,238.00		16,238.00	60	9,742.80	8,284.16	1,458.64	298.22
		Captain	12,723.00		12,723.00	33	4,241.00	5,072.80		-
914		Lieutenant	11,579.00	20.00	11,599.00	54	6,263.46	4,856.70	1,406.76	79.64
777		Captain	12,723.00		12,723.00	50	6,361.50	4,194.42	2,167.08	81.10

New Monthly Total

\$ 7,764.87

The total monthly increase is \$ 1,716.44

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

\$

664.43



POLICE PENSION BOARD AGENDA ITEM COVERSHEET

Meeting Date: 12/16/2021

Agenda Category: Minutes

Subject:

Approval of the November 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 on November 18, 2021.

Summary:

Draft meeting minutes from the November 18, 2021 Police Pension Board meeting are presented for the Board's review and approval.

Attachments:

- I. DRAFT 2021.11.18 Police Pension Board Meeting Minutes

Minutes

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

Police Pension Board Regular Meeting No. 748

Call to Order

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

Attendance

Mayor Lukson, Finance Director Allen, Police Pension Representatives Couch, Moore and Thomas and Police Pension Board Secretary Rogers.

Presentations

None.

Public Comments

None.

Minutes

1. Approval of the October 21, 2021 Police Pension Board Meeting Minutes

Mr. Moore moved and Mr. Thomas seconded the motion to approve the October 21, 2021 meeting minutes as presented. The motion carried 6-0.

Financial Reports and Investments:

2. October 2021 Preliminary Financial Statements

Finance Director Allen provided an overview of the reports and investments and welcomed questions from the Board.

Mr. Couch moved and Mr. Moore seconded the motion to receive and place on file the October 2021 Preliminary Financial Statements as presented. The motion carried 6-0.

Medical/Dental/Vision/Medicare/Other Claims

3. November 2021 Medical/Dental/Vision/Medicare/Other Claims Report - \$4,773.78.

Police Pension Secretary Rogers provided a brief overview of the claims report and welcomed questions from the Board.

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

Business Items:

None.

Board Member Comments:

Finance Director Allen wished everyone a happy and safe Thanksgiving.

Adjournment:

Mayor Lukson moved and Mr. Couch seconded the motion to adjourn the meeting at 8:20 a.m.

APPROVED:

ATTEST:

Mayor Ryan Lukson, Chair

Jennifer Rogers, Police Pension Board Secretary

DATE APPROVED:

DATE PUBLISHED:



POLICE PENSION BOARD AGENDA ITEM COVERSHEET

Meeting Date: 12/16/2021

Agenda Category: Financial Reports and Investments

Subject:
Preliminary November 2021 Financial Statements

Department:
Police Pension Board

Document Type:
Police Pension Board Item

Recommended Motion:
Motion to accept and file the November 2021 Preliminary Financial Statements.

Summary:

Attachments:
I. 2021 November Police Income & Expense Statement

CITY OF RICHLAND POLICE PENSION FUND 2021 REVENUE AND EXPENSE

Police Pension

Year of 2021	January	February	March	April	May	June	July	August	September	October	Preliminary November	December	Year to Date	Budget	YTD%
Beginning Balance	\$ 371,939.52	\$ 381,476.39	\$ 371,956.44	\$ 371,976.09	\$ 371,468.65	\$ 371,355.69	\$ 371,723.38	\$ 366,908.95	\$ 371,565.00	\$ 371,549.54	\$ 372,702.12			\$ -	0.00
REVENUE															
Investment Interest	825.27	804.11	813.59	741.18	738.28	804.59	843.08	749.47	783.39	732.63	692.23		8,527.82	9,000.00	94.8%
Other Interest Earnings													-	-	0.0%
Medical Reimburse													-	-	0.0%
Net Change in Fair Market Value					(2,542.47)								(2,542.47)	-	0.0%
Contribution- General Fund	43,000.00	34,000.00	33,000.00	32,000.00	34,000.00	25,000.00	25,000.00	30,000.00	24,000.00	25,000.00	23,000.00		328,000.00	466,200.00	70.4%
TOTAL REVENUE:	43,825.27	34,804.11	33,813.59	32,741.18	32,195.81	25,804.59	25,843.08	30,749.47	24,783.39	25,732.63	23,692.23	-	333,985.35	475,200.00	70.3%
EXPENSE															
Medical Insurance - <65	227.80	227.80	227.80	227.80						-	-		911.20	2,800.00	32.5%
Medical Insurance - >65	4,341.74	4,341.74	4,341.74	4,341.74	4,341.74	4,174.75	4,174.75	4,174.75	4,174.75	4,174.75	4,174.75		46,757.20	52,200.00	89.6%
Dental Insurance - Retired	733.86	733.86	733.86	733.86	706.68	679.50	679.50	679.50	679.50	679.50	679.50		7,719.12	8,900.00	86.7%
Dental Expense Pension	92.38		128.38	1,826.84			61.60	1,375.00	103.60	-	409.40		3,997.20	9,500.00	42.1%
Medical Expense Pension	6,293.91	16,411.93	5,740.68	5,655.65	7,133.91	307.11	6,466.12	440.13	416.96	301.76	277.38		49,445.54	150,000.00	33.0%
Medicare Premiums	4,188.50	4,234.10	4,252.20	4,267.20	4,531.50	3,938.50	3,938.50	4,087.00	4,087.00	4,087.00	4,087.00		45,698.50	50,000.00	91.4%
Retirement Allowance	15,489.39	15,489.39	15,489.39	13,315.64	12,457.15	12,457.15	12,457.15	12,457.15	12,457.15	12,457.15	12,457.15		146,983.86	162,600.00	90.4%
Widow's Benefits	2,879.89	2,879.89	2,879.89	2,879.89	2,879.89	2,879.89	2,879.89	2,879.89	2,879.89	2,879.89	2,879.89		31,678.79	34,600.00	91.6%
Supplies					210.48								210.48	225.00	93.5%
Postage	40.93	5.35			47.42								93.70	200.00	46.9%
Travel													-	1,875.00	0.0%
Training & Conference													-	800.00	0.0%
Other Expenses						1,000.00							1,000.00	1,500.00	66.7%
Total Expense	34,288.40	44,324.06	33,793.94	33,248.62	32,308.77	25,436.90	30,657.51	26,093.42	24,798.85	24,580.05	24,965.07	-	334,495.59	475,200.00	70.4%
Revenues Over (Under)															
Expense:	9,536.87	(9,519.95)	19.65	(507.44)	(112.96)	367.69	(4,814.43)	4,656.05	(15.46)	1,152.58	(1,272.84)	-	(510.24)	-	
Ending Balance	\$ 381,476.39	\$ 371,956.44	\$ 371,976.09	\$ 371,468.65	\$ 371,355.69	\$ 371,723.38	\$ 366,908.95	\$ 371,565.00	\$ 371,549.54	\$ 372,702.12	\$ 371,429.28	\$ -	\$ (510.24)	\$ -	
ENDING BALANCE CONSISTING OF:															
Cash	124,796.10	115,216.50	115,604.01	114,687.78	117,117.29	117,484.98	112,670.55	117,326.60	117,311.14	118,463.72	117,190.88				
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	(68,487.39)	(68,487.39)	(68,487.39)	(68,487.39)	(71,029.86)	(71,029.86)	(71,029.86)	(71,029.86)	(71,029.86)	(71,029.86)	(71,029.86)				
Net Current Assets & Liabilities	(234.58)	(174.93)	(542.79)	(134.00)	(134.00)	(134.00)	(134.00)	(134.00)	(134.00)	(134.00)	(134.00)				
Ending Fund Balance	\$ 381,476.39	\$ 371,956.44	\$ 371,976.09	\$ 371,468.65	\$ 371,355.69	\$ 371,723.38	\$ 366,908.95	\$ 371,565.00	\$ 371,549.54	\$ 372,702.12	\$ 371,429.28	\$ -			
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			

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POLICE PENSION BOARD AGENDA ITEM COVERSHEET

Meeting
Date: 12/16/2021

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

Subject:
December 2021 Medical/Vision/Dental/Other Claims Report

Department:
Police Pension Board

Document Type:
Police Pension Board Item

Recommended Motion:
Approve the December 2021 Claims Report for payment as presented.

Summary:
The December 2021 Medical/Vision/Dental/Other Claims Report is presented for the Board's review and approval.
December claims total \$5,405.48.

Attachments:
I. December 2021 Police Claims Log

DECEMBER 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	ACUPUNC TURE
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 ACUPUNC TURE
P2	3/1/21	Reimburse	Medicare	\$144.60														\$144.60	
P3	3/1/21	Reimburse	Medicare	\$135.50														\$135.50	
P4	3/1/21	Reimburse	Medicare	\$148.50														\$148.50	
P7	1/1/22	Reimburse	Medicare	\$128.50														\$128.50	
P9	1/1/22	Reimburse	Medicare	\$619.50														\$619.50	
P9	11/16/21	Reimburse	Vision Exam									\$39.00						\$39.00	
P9	11/16/21	Reimburse	RX		\$60.00													\$60.00	
P10	1/1/22	Reimburse	Medicare	\$144.50														\$144.50	
P10	11/17/21	Reimburse	RX		\$53.35													\$53.35	
P10	11/17/21	Reimburse	RX		\$22.49													\$22.49	
P10	11/17/21	Reimburse	RX		\$53.54													\$53.54	
P10	11/17/21	Reimburse	RX		\$148.00													\$148.00	
P11	1/1/22	Reimburse	Medicare	\$148.50														\$148.50	
P12	1/1/22	Reimburse	Medicare	\$148.50														\$148.50	
P14	1/1/22	Reimburse	Medicare	\$148.50														\$148.50	
P15	1/1/22	Reimburse	Medicare	\$148.50														\$148.50	
P15	10/8/21	Reimburse	Dental Care				\$7.00											\$7.00	
P15	10/18/21	Reimburse	Dental Care				\$104.60											\$104.60	
P17	1/1/22	Reimburse	Medicare	\$148.50														\$148.50	
P19	1/1/22	Reimburse	Medicare	\$148.50														\$148.50	
P20	1/1/22	Reimburse	Medicare	\$148.50														\$148.50	
P21	1/1/22	Reimburse	Medicare	\$144.60														\$144.60	
P22	1/1/22	Reimburse	Medicare	\$125.50														\$125.50	
P23	1/1/22	Reimburse	Medicare	\$148.50														\$148.50	
P23	10/12/21	Reimburse	Dental Care				\$482.50											\$482.50	
P24	1/1/22	Reimburse	Medicare	\$118.50														\$118.50	
P28	1/1/22	Reimburse	Medicare	\$148.50														\$148.50	
P30	1/1/22	Reimburse	Medicare	\$148.50														\$148.50	
P31	1/1/22	Reimburse	Medicare	\$148.50														\$148.50	
P32	1/1/22	Reimburse	Medicare	\$149.80														\$149.80	
P32	10/14/21	Reimburse	RX		\$174.00													\$174.00	
P32	7/14/21	Reimburse	RX		\$174.00													\$174.00	
P34	1/1/22	Reimburse	Medicare	\$148.50														\$148.50	
P35	1/1/22	Reimburse	Medicare	\$148.50														\$148.50	
P36	1/1/22	Reimburse	Medicare	\$148.50														\$148.50	
P40	1/1/22	Reimburse	Medicare	\$148.50														\$148.50	
PSEC																		\$0.00	
PEXP																		\$0.00	
			GRAND TOTAL	\$4,087.00	\$685.38	\$0.00	\$594.10	\$0.00	\$0.00	\$0.00	\$0.00	\$39.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,405.48	

The above-listed claims were approved by the LEOFF I Police Pension Board at its regular meeting held on December 16, 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: _____