



**LEOFF
Regular Meeting
November 4, 2025 - 10:00 AM
City Hall 2nd Floor
Conference Room 3**

MINUTES

CALL TO ORDER

Chair Jim Kelly called the meeting to order at 10:00 a.m.

Board members included on the Zoom call were Chair Pro Tem Bill Petersen, Member Stan Laatsch, and Councilmember Hanan Amer. Staff present on the Zoom and in person (City Hall, Conference Room 3) was Board Secretary Terry Mendoza.

Deputy Mayor Cheryl Rakes was excused.

PUBLIC PARTICIPATION

- A. The Law Enforcement Officers and Firefighters Disability Board Meeting scheduled for Tuesday, November 4, 2025, at 10:00 a.m. will be held in person and virtually.

Virtual Participation Link:

To listen to the meeting by phone or Zoom, please call the number below or click the link:

Telephone: (253) 214-8782

Toll Free: (305) 224-1968

Zoom: <https://zoom.us/j/99574464390>

Board Secretary Mendoza reported that there were no members of the public on the Zoom call or in person.

AGENDA MODIFICATIONS

There were no agenda modifications.

PUBLIC COMMENT

- A. The public can participate in-person or submit written comments in advance. Participants can submit written comments via mail, fax, or email. All written comments must be received prior to 5:00 p.m. on the day before the scheduled meeting and must be 350 words or less.

Please mail written comments to:

City of Auburn

Attn: Terry Mendoza, Human Resources Analyst

25 W Main St

Auburn, WA 98001

Please fax written comments to:
Attn: Terry Mendoza, Human Resources Analyst
Fax number: 253-288-4305

Email written comments to: tmendoza@auburnwa.gov

If an individual requires accommodation to allow for remote oral comment because of a difficulty attending a meeting of the governing body, the City requests notice of the need for accommodation by 5:00 p.m. on the day before the scheduled meeting. Participants can request accommodation to be able to provide a remote oral comment by contacting the Human Resources Department in person, by phone 253-931-3040, or by email (tmendoza@auburnwa.gov).

Board Secretary Mendoza advised that no correspondence was received from the public for this meeting.

APPROVAL OF MINUTES

A. Approval of the October 7, 2025, LEOFF Board Meeting Minutes

Motion by Chair Pro Tem Petersen to approve the minutes as published. Second by Councilmember Amer.

MOTION PASSED UNANIMOUSLY. 4-0

DISCUSSION ITEMS

ACTION ITEMS

A. LEOFF 1 Member #221843

Requests approval of medical expenses in the amount of \$1,599.99 for the purchase of hearing aids on September 20, 2025.

Motion by Chair Pro Tem Petersen to approve the claim as submitted. Second by Councilmember Amer.

MOTION PASSED UNANIMOUSLY. 4-0

B. LEOFF 1 Member #948705

Requests approval of dental expenses in the amount of \$1,182.75 for services received on October 9, 2025.

Motion by Chair Pro Tem Petersen to approve the claim as submitted. Second by Councilmember Amer.

MOTION PASSED UNANIMOUSLY. 4-0

C. LEOFF 1 Member #856535

Requests approval of dental expenses in the amount of \$391.50 for services received on October 23, 2025.

Motion by Chair Pro Tem Petersen to approve the claim as submitted. Second by Councilmember Amer.

MOTION PASSED UNANIMOUSLY. 4-0

D. LEOFF 1 Member #642873

Requests approval of dental expenses in the amount of \$195.00 for services received on October 18, 2025.

Motion by Councilmember Amer to approve the claim as submitted. Second by Chair Pro Tem Petersen.

MOTION PASSED UNANIMOUSLY. 4-0

E. LEOFF 1 Member #629199

Requests approval of dental expenses in the amount of \$207.00 for services received on June 8, 2025.

Motion by Member Laatsch to approve the claim as submitted. Second by Chair Pro Tem Petersen.

MOTION PASSED UNANIMOUSLY. 4-0

F. LEOFF 1 Member #444135

1. Requests approval of medical expenses in the amount of \$1,068.15 for home health care services received from July 21 through August 1, 2025.
2. Requests approval of medical expenses in the amount of \$896.00 for home health care services received from September 22 through September 25, 2025.
3. Requests approval of medical expenses in the amount of \$2,366.25 for home health care services received from September 29 through October 5, 2025.

Motion by Chair Pro Tem Petersen to approve all three claims as submitted. Second by Councilmember Amer.

MOTION PASSED UNANIMOUSLY. 4-0

G. LEOFF 1 Member #317206

Requests approval of dental expenses in the amount of \$210.60 for services received on October 24, 2025.

Motion by Chair Pro Tem Petersen to approve the claim as submitted. Second by Member Laatsch.

MOTION PASSED UNANIMOUSLY. 4-0

H. LEOFF 1 Member #937035

Requests approval of dental expenses in the amount of \$373.35 for services received on October 13, 2025.

Member Laatsch abstained from this agenda item.

Motion by Chair Pro Tem Petersen to approve the claim as submitted. Second by Councilmember Amer.

MOTION PASSED UNANIMOUSLY. 3-0

NEW BUSINESS

A. LEOFF Board Police Representative Position Election

Board Secretary Mendoza advised that one nomination form was received. As such, Jim Kelly will be the LEOFF Board Police representative for a 2-year term from January 1, 2026 through December 31, 2027. Board members thanked Jim for his longstanding service (30 years!) on the LEOFF Board.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 10:12 a.m.

APPROVED this 2nd day of December 2025.

Jim Kelly, Chairman

Terry Mendoza, Board Secretary