



## Memorandum

---

**TO:** Elizabeth Pauli, City Manager  
**FROM:** Gary Buchanan, Human Resources Director  
Kari Louie, Senior Compensation & Benefits Manager  
Dylan Carlson, Senior Labor Relations Manager  
**SUBJECT:** Ordinance Disclosure  
**DATE:** June 17, 2020

---

On the agenda for City Council action on June 23, 2020, will be an ordinance to amend the Compensation Plan. This memorandum discloses the contents of the ordinance pursuant to Section 1.12.970 of the Tacoma Municipal Code.

The ordinance provides for amendments to Tacoma Municipal Code (TMC) Section 1.12.110.G to implement a cost sharing component by employees of 50 percent of the full price of vanpool costs and allow participation in the Commute Trip Reduction Program by commissioned Fire Department personnel, effective August 1, 2020. The cost paid by the employees participating will be deducted pre-tax per IRS regulations.

It also amends Section 1.12.265 to allow the Human Resources Director to provide for the voluntary use of leave without pay by represented employees, effective June 22, 2020, in order to address a budget crisis.

The changes have been discussed with representatives of the Joint Labor Committee and public safety unions.

I would be happy to answer any questions you may have.