



**TO:** Elizabeth Pauli, City Manager  
**FROM:** Karen Short, Human Resources Senior Analyst  
 Gary Buchanan, Human Resources Director  
 Kari L Louie, Benefits Manager  
**COPY:** City Council and City Clerk  
**SUBJECT:** Pay and Compensation Ordinance – September 26, 2017  
**DATE:** September 19, 2017

**SUMMARY:**

An ordinance to amend the Tacoma Municipal Code (TMC), Compensation Plan, Chapter 1.12, to implement changes to the organizational structure, and to implement corresponding rates of pay and compensation for certain nonrepresented classifications.

**STRATEGIC POLICY PRIORITY:**

The requested ordinance aligns with the City Council’s Strategic Policy Priority to encourage and promote an open, effective, results-oriented organization by providing for wages and other compensation, for non-represented classifications, and changes to reflect the organizational structure.

**BACKGROUND:**

The ordinance will provide for the restoration of an unclassified (appointive) classification for the Tacoma Venues & Events Department and create two unclassified (appointive) classifications of Senior Labor Relations Manager (CSC 0760) and Utilities Safety Manager (CSC 1207).

The ordinance will restore title of Public Assembly Attendant (CSC 6220), and the title changed to Tacoma Venues & Events Attendant. The classification was previously delimited in 2014. Since that date, the Tacoma Venues & Events Department has been using contracted personnel, and has experienced a lack of consistency and a large variability in availability, skill level, training and service focus. The goal in restoring the title will be to better serve customers and clients with a pool of vetted, competent, trained personnel that will be representative of the communities we serve, that the department will be able to draw from on an as needed basis. The classification will be an unclassified/appointive, nonrepresented, and overtime eligible position, and will be utilized by the Tacoma Venues and Events Department for employees that will work on an event basis.

In July 2017, the Labor Relations Division was moved from the Human Resources Department to the City Attorney’s Office. The new Senior Labor Relations Manager position was developed in order to provide high-level labor management expertise and retain a strategic leader to oversee critical labor relations for a workforce with 75 percent of employees represented by unions, among 29 collective bargaining agreements. This new position has increased responsibilities and reports directly to the City Attorney.

Tacoma Public Utilities has requested the recruitment of a management level position to oversee their utility-wide safety program. The new Utilities Safety Manager position has been developed in order to successfully recruit and retain a leader with specialized experience in this competitive, high-risk, electrical and hydro-electric project utility industry.

**ISSUE:**

Authorization from the City Council by ordinance is required to implement rates of pay and compensation for nonrepresented classifications.

**RECOMMENDATION:**

It is recommended that the City Council take the necessary action to approve this legislation.

**FISCAL IMPACT:**

There is no fiscal impact. Expenditures are the responsibility of each department for their respective employees.