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**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:** August 8, 2019

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On the agenda for City Council action on August 13, 2019, 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.

**Section 1:** Amends Section 1.12.355 to change the designation of the non-represented, classified title of Labor Relations Analyst, from classified to unclassified, pursuant to Section 1.24.940 of the Personnel Rules and Article VI, Section 6.1 of the City Charter.

**Section 2:** Amends Section 1.12.640 to implement the provisions of the Letter of Understanding with the Tacoma Police Union, Local 6, I.U.P.A. regarding the deductions of Paid Family Medical Leave premiums. The agreement is scheduled for consideration by the City Council on August 13, 2019. The ordinance provides language for a one-time, lump sum payment of \$500 for bargaining unit employees employed as of July 1, 2019.

**Section 3:** Provides for the effective dates of the sections above.

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