



Memorandum

TO: T.C. Broadnax, City Manager
FROM: Joy St. Germain, Human Resources Director
SUBJECT: Ordinance Disclosure
DATE: January 23, 2014

On the agenda for City Council action on January 28, 2014, will be an ordinance to amend the Compensation Plan. This memorandum discloses the contents of that ordinance pursuant to Section 1.12.970 of the Tacoma Municipal Code.

Section 1: Amends Section 1.12.355 to implement a pay change of up to 3 percent and title changes for non-represented and non-represented executive classifications identified to be below the market as presented in Exhibit “A” as follows:

Code		Job Title	% Change
1129	A	Benefits Manager	0.2%
2094	A	Biologist, Senior Natural Resources Biologist III	3.0%
0751	A	Budget Officer	3.0%
0146	A	Business Development Manager	3.0%
1005	A	City Attorney, Chief Deputy	2.8%
1004	A	City Attorney, Deputy	2.9%
0700	A	City Clerk	3.0%
0750	A	Community & Economic Development Director	3.0%
2208	A	Community & Economic Development Director, Assistant	3.0%
2210	A	Community & Economic Development Division Manager	3.0%
1176	A	Community & Economic Development Supervisor	3.0%
0805	A	Community & Media Services Manager	3.0%
0802	A	Community Relations Specialist	1.2%
0619	A	Conservation Manager	-7.4%
2326	A	Conservation Manager, Assistant	0.7%
0631		Conservation Program Associate	3.0%
0632		Conservation Program Coordinator	2.1%
0630	A	Conservation Program Manager	3.0%
0620	A	Conservation Supervisor	3.0%
1124	A	Contract & Program Auditor	0.6%
0521	A	Controller	3.0%
4311	A	Court Administrator	0.5%
4308	A	Court Operations Supervisor	3.0%
4605		Department Aide	1.0%
2347	A	Development Operations Supervisor	3.0%
2070	A	Engineer	3.0%
2068	A	Engineer, Associate	1.4%
2082	A	Engineer, Professional	3.0%
2083	A	Engineer, Senior	3.0%
2060	A	Engineer, Senior Principal	3.0%
0758	A	Environmental Services Director	3.0%
2056	A	Environmental Services Division Manager	3.0%
2097		Environmental Technician	1.7%

Code		Job Title	% Change
2098		Environmental Technician, Senior	0.7%
0820	A	Executive Assistant	3.0%
0712	A	Finance Director	3.0%
0520	A	Financial Manager	3.0%
0522	A	Financial Manager, Sr	3.0%
4020		Fire & Life Safety Educator	0.8%
2089	A	Fisheries Biologist Natural Resources Biologist II	1.0%
4215	A	Forensics Manager	3.0%
0726	A	Government Relations Analyst	3.0%
0724	A	Government Relations Officer	0.1%
0717	A	Hearing Examiner	2.8%
2336		Housing Rehabilitation Specialist	3.0%
1115		Human Resources Analyst	0.8%
0735	A	Human Resources Director	3.0%
1125	A	Human Resources Director, Assistant	3.0%
0754	A	Human Rights/Human Services Manager Neighborhood & Community Services Manager	1.3%
2533		Human Services Program Assistant	3.0%
2534		Human Services Supervisor Neighborhood & Community Services Supervisor	1.5%
5151	A	Hydro Project Manager	3.0%
5150	A	Hydro Project Manager, Assistant	3.0%
0835	A	Information Technology Director	3.0%
0837	A	Information Technology Director, Assistant	0.2%
0140	A	Information Technology Manager	3.0%
1118	A	Labor Negotiator	3.0%
1132	A	Labor Relations Manager	0.7%
1186	A	Management & Budget Internal Consultant	2.8%
1109	A	Management Analyst I	3.0%
1120	A	Management Analyst II	1.2%
1135	A	Management Analyst III	3.0%
4607		Management Fellow	3.0%
1151		Master Control Technician	3.0%
2091	A	Natural Resources Manager	3.0%
0759	A	Neighborhood & Community Services Director	3.0%
2058	A	Neighborhood & Community Services Division Manager	3.0%
0739	A	Office Manager	3.0%
0533	A	Operations Manager	3.0%
0730	A	PAF Director	3.0%
0731	A	PAF Director Deputy	3.0%
0732	A	PAF Division Manager	3.0%
1164	A	PAF Event Services Coordinator	3.0%
1168	A	PAF Event Services Manager	3.0%
0728	A	PAF Marketing Manager	3.0%
0733	A	PAF Operations Manager	3.0%
1156		PAF Technical Services Coordinator	3.0%
1009	A	Paralegal	3.0%
1010	A	Paralegal, Senior	1.9%
2085	A	Park Supervisor	3.0%
2086	A	Park Supervisor, Assistant	3.0%
0075	A	Parking Manager	3.0%
2105		Permit Supervisor	3.0%
2209		Planner, Associate	1.0%
2203		Planner, Senior	3.0%
0719	A	Planning & Development Services Director	3.0%
2036		Plans Examiner	3.0%

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Code		Job Title	% Change
2037	A	Plans Examiner, Senior	3.0%
5123	A	Power Analyst	3.0%
5128	A	Power Analyst, Senior	3.0%
5251	A	Power Division Supervisor <u>II</u>	-3.9%
5248	A	Power Division Supervisor, <u>Assistant I</u>	2.5%
5249	A	Power Division Supervisor, <u>Senior III</u>	3.0%
0720	A	Project Manager	3.0%
0721	A	Project Manager, Senior	3.0%
2502		Project Specialist	3.0%
0757	A	Public Works Director	3.0%
0755	A	Public Works Director, Assistant City Engineer	3.0%
2059	A	Public Works Director, Assistant Utility Services <u>Environmental Services Director, Assistant</u>	3.0%
2054	A	Public Works Division Manager	3.0%
7152	A	Rail Superintendent, Assistant	3.0%
7127	A	Rail Supervisor of Operations	3.0%
7126	A	Railway Roadmaster	3.0%
0740	A	Records Management Supervisor	3.0%
0559	A	Retirement Chief Investment Officer	3.0%
0560	A	Retirement System Director	3.0%
0703	A	Risk Manager	0.6%
1204	A	Safety Manager	3.0%
1122		Safety Officer	3.0%
2530		Senior Center Cook	1.1%
0138	A	T&D Work Practices Specialist	3.0%
5526	A	Telecommunications Broadband Services Manager	3.0%
5531	A	Telecommunications Customer Care <u>& Marketing</u> Manager	3.0%
5532	A	Telecommunications Customer Care Supervisor	3.0%
5535	A	Telecommunications Engineer	3.0%
5530	A	Telecommunications Franchise Contract Specialist	2.9%
5500	A	Telecommunications Manager	3.0%
5515	A	Telecommunications Manager, Assistant	3.0%
5562	A	Telecommunications Technical Services Supervisor	3.0%
2072	A	Term Energy Trader	3.0%
0822	A	Utilities Director	3.0%
0819	A	Utilities Director, Deputy	3.0%
0825	A	Utilities Director, Deputy Power Superintendent	3.0%
0830	A	Utilities Director, Deputy Rail Superintendent	3.0%
0823	A	Utilities Director, Deputy Water Superintendent	3.0%
0580	A	Utilities Economist	3.0%
0581	A	Utilities Economist, Associate	3.0%
0582	A	Utilities Economist, Senior	3.0%
1153		Video Production Assistant	3.0%
1152		Video Specialist	2.4%
2066	A	Water Division Manager	3.0%
2061	A	Water Division Manager, Assistant	3.0%
2064	A	Water Division Superintendent, Deputy	3.0%
5068		Water Supply Supervisor	1.2%
2154		Watershed Forester	1.0%
2084	A	Wildlife & Recreation Coordinator	1.0%

Section 2: Amends Section 1.12.355 to implement a pay change of 4 percent and title changes for non-represented and non-represented executive classifications identified to have compression issues with represented classifications as presented in Exhibit “B” as follows:

Code		Job Title	% Change
0609	A	Customer Services Supervisor	4.0%
2073	A	Engineer, Principal	4.0%
2057	A	Environmental Services Division Manager, Assistant	4.0%
0767	A	Fire Chief	4.0%
0738	A	Office Administrator	4.0%
0772	A	Police Chief	4.0%
0816	A	Power Section Manager	4.0%
0817	A	Power Section Manager , Assistant Manager II	4.0%
2055	A	Public Works Division Manager, Assistant	4.0%
2069	A	Real-Time Energy Trader	4.0%
5512		Sales & Service Representative, Lead	4.0%

Section 3: Amends Section 1.12.355 to provide for the following non-represented, unclassified and classified titles to be added to the compensation plan as presented in Exhibit “C” as follows:

Code		Job Title
0618	A	Account Executive, Senior
0815	A	Power Section Assistant Manager I
2349	A	Development Specialist
0727	A	Customer Services Assistant Manager
2309	A	Historic Preservation Officer
2310	A	Historic Preservation Coordinator
0841	A	Market Develop Program Manager
0842	A	Market Develop Research Analyst
0840	A	Marketing & Development Manager
2106	A	Natural Resources Biologist I
2107		Natural Resources Technician I
7128	A	Rail Chief Administrative Officer
7129	A	Rail Chief Information/Financial Officer
7130	A	Rail Chief Mechanical Officer
0845	A	Relicensing Coordinator
1137	A	Risk Analyst, Senior
2100	A	Water Program Specialist

Section 4: Amends Section 1.12.355 to provide for the following title changes for non-represented classified and unclassified titles as follows:

Code		Current Job Title	New Job Title
2090	A	Fisheries Technician	Natural Resources Technician II
2532		Human Rights/Human Services Specialist	Neighborhood & Community Services Specialist
5508	A	Marketing Manager	Media Specialist
5033		Resource Recovery Supervisor	Recycling Supervisor

Section 5: Amends Section 1.12.355 to provide for the deletion of the following non-represented classified and unclassified titles that are no longer needed.

Code		Job Title
0230		Graphic Services Supervisor
0752	A	Human Rights/Human Services Director
2535	A	Human Rights/Human Services Director, Assistant
0515	A	Internal Auditor
2062	A	Pipeline Construction Coordinator
2077	A	Resource Planning Coordinator
4230		Victim Advocate
2096		Water Conservation Program Specialist
2099	A	Water Conservation Supervisor
5078		Water Distribution Supervisor
2028		Water Resource Planning Coordinator
2029		Water Resource Planning Coordinator, Assistant

Section 6: Amends Section 1.12.355 to provide for a one-time lump sum payment to non-represented and non-represented executive employees as recommended by the Human Resources Director to the City Manager and Director of Utilities.

- Employees in classifications that are identified as being at or above the market will receive a one-time lump sum payment equivalent to 1 percent of their base wages for 2013.
- Employees in classifications that have been identified as being below the market will receive a one-time lump sum payment equivalent to 1 percent of their base wage for 2013.
- Employees in classifications that have been identified to have compression issues with represented classifications as identified in Section 2 above will not be eligible for a one-time payment.

Section 7: Provides for the effective dates for the sections above.

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