



TO: Elizabeth Pauli, City Manager
FROM: Karen Short, Senior Human Resources Analyst, Human Resources
Shelby Fritz, Director, Human Resources
Kari Louie, Assistant Director, Human Resources
COPY: City Council and City Clerk
SUBJECT: Pay & Compensation Ordinance – June 7, 2022
DATE: May 19, 2022

SUMMARY AND PURPOSE:

An ordinance to amend the Tacoma Municipal Code (TMC), Compensation Plan, Chapter 1.12, to implement rates of pay and compensation for the position of City Manager.

BACKGROUND:

The City Council is expected to consider a resolution regarding the performance review and salary recommendation of the City Manager at the City Council meeting on May 24, 2022. The City Council recommends approving a 2 percent general wage increase retroactive to May 16, 2022, for the classification of City Manager, and paying the City Manager at step 5D on the new schedule, which is equal to \$287,872 annually, constituting a \$9,152 increase above her current salary, and to include 20 days of administrative leave, a one-time lump sum payment of \$20,000 into the City Manager’s 401(a) plan in 2022, and the continued payment of the maximum deferred compensation contribution including the Age 50 Catch-up annual deferral contribution, currently equal to \$6,500, to the City Manager’s 457(b) plan.

The ordinance will provide for the general wage increase of 2 percent for the non-represented position of City Manager, retroactive to May 16, 2022.

COMMUNITY ENGAGEMENT/ CUSTOMER RESEARCH:

The City Council has recommended to accept the 2022 Annual Performance Review of the City Manager and recommended compensation increase.

2025 STRATEGIC PRIORITIES:

Equity and Accessibility:

Identify which Tacoma 2025 strategic goals your legislation most relates to, and then identify the [Equity Index Score](#) for those goals in the geography your proposal will affect. Select the indicator(s) this legislation is most related to, then briefly explain how this legislation will impact the selected indicator(s) and/or improve the Equity Index Score. *Use the dropdowns below and refer to guide for more information.*

Economy/Workforce: *Equity Index Score:* Moderate Opportunity
Increase positive public perception related to the Tacoma economy.

Explain how your legislation will affect the selected indicator(s).

This legislation supports the responsible and sustainable management of City funds.

ALTERNATIVES:



Presumably, your recommendation is not the only potential course of action; please discuss other alternatives or actions that City Council or staff could take. Please use table below.

Alternative(s)	Positive Impact(s)	Negative Impact(s)
Do not approve the legislation	N/A	N/A

EVALUATION AND FOLLOW UP:

The performance of the City Manager is reviewed on an annual basis.

STAFF/SPONSOR RECOMMENDATION:

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

FISCAL IMPACT:

The incremental costs associated with the salary increase, administrative leave, 401(a) match and the one-time payment into the 401(a) plan are approximately \$30,131.

Fund Number & Name	COST OBJECT (CC/WBS/ORDER)	Cost Element	Total Amount
5800-CMO, Internal Services Fund - City Manager's Office	598200	5110455	\$30,131
TOTAL			\$30,131

What Funding is being used to support the expense?

Are the expenditures and revenues planned and budgeted in this biennium's current budget?

YES

[Click or tap here to enter text.](#)

Are there financial costs or other impacts of not implementing the legislation?

YES

Will the legislation have an ongoing/recurring fiscal impact?

YES

Will the legislation change the City's FTE/personnel counts?

No

ATTACHMENTS: