



## Memorandum

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**TO:** Elizabeth Pauli, City Manager  
**FROM:** Gary Buchanan, Human Resources Director  
Kari Louie, Senior Compensation & Benefits Manager  
**SUBJECT:** Ordinance Disclosure  
**DATE:** February 4, 2021

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On the agenda for City Council action on February 9, 2021, 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 1-3:** Amends Sections 1.12.230, 1.12.232 and 1.12.248 to amend the definitions of family members when related to the use of paid sick leave and personal time off, effective February 15, 2021.

**Section 4:** Provides for the effective dates.

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