



## Memorandum

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**TO:** Elizabeth Pauli, City Manager  
**FROM:** Shelby Fritz, Human Resources Director  
Kari Louie, Assistant Human Resources Director  
Karen Short, Senior Human Resources Consultant  
**SUBJECT:** Ordinance Disclosure  
**DATE:** April 12, 2023

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On the agenda for City Council action on April 18, 2023, 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 provide for the implementation of the provisions of a Letter of Agreement as negotiated with the International Brotherhood of Electrical Workers, Local 483, Clerical Unit. The ordinance creates the classified titles of Public Disclosure Analyst, Lead and Public Disclosure Video Redaction Analyst. Both classifications will be represented by the IBEW, Local 483, Clerical Unit, and will be designated as classified, hourly, and overtime eligible.

**Section 2:** Amends Section 1.12.355 to create two classifications to be titled Community Service Officer (CSO), and Labor Negotiator, Public Safety.

Community Service Officer (CSO) will be non-represented and non-commissioned, with a pay range of \$30.27 to \$36.79 and designated as hourly and eligible for overtime. The classification will provide for staff that will continue to advance the 21st Century Policing and Matrix Alternative Response Study (Matrix Study) recommendations on alternatives to law enforcement responses. The position will serve in a non-sworn, limited-commission capacity, responding to calls for service; performing a range of support functions; develops a rapport with citizens; demonstrates problem-solving ability; and displays a positive relationship with citizens, as well as other employees throughout the Department and the City.

Labor Negotiator, Public Safety will be appointive and unclassified, with a pay range of \$62.38 to \$87.82, and designated as salaried and exempt from overtime. The classification will allow the City to meet its goals in attracting and retaining skilled negotiators in order to best represent the interests of the City Council and community at large during negotiations with our interest arbitration-eligible public safety unions. The classification and compensation range recommended have been reviewed by the City's Classification & Compensation consultant.

**Section 3:** Provides for the effective dates.

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