



## Memorandum

**TO:** T.C. Broadnax, City Manager  
**FROM:** Joy St. Germain, Human Resources Director  
**SUBJECT:** Ordinance Disclosure  
**DATE:** November 24, 2014

On the agenda for City Council action on December 2, 2014, 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 Chapter 1.12 as provided in Exhibit “A” in the following sections:

- Section 1.12.020 includes classifications designated as overtime Class E to the definition of salaried employees. Employees working in overtime designated Class E classifications may only be eligible for overtime or compensatory time off when assigned to work outside of normal work hours due to emergency situations, or as provided for in a collective bargaining agreement.
- Section 1.12.080 provides that absent language in a collective bargaining agreement, employees are entitled to overtime pay, and that allowing compensatory time off in lieu of overtime pay will be allowed only where agreed upon prior to the overtime being worked.
- Amends Section 1.12.200 clarifies that upon separation from City Service, an employee is not eligible for compensation for unused floating holidays.
- Sections 1.12.220, .230, .231, .232 and .248 provides for a change in the definition of “spouse” to include individuals registered as domestic partners under state law or City policy. Changes are made in these sections covering language dealing with vacation accruals with pay, sick accruals with pay, and the Personal Time Off plan.
- Section 1.12.265 provides language in accordance with RCW 1.16.050 and City policy that employees are entitled to two (2) unpaid holidays per calendar year for a reason of faith or conscience or an organized activity conducted under the auspices of a religious denomination, church or religious organization. A requested holiday may be denied under certain specific circumstances, and do not carry over from one calendar year to the next.
- Section 1.12.345 provides that employees may be eligible for financial and/or other incentives for participation and achievement of goals as determined by the Wellness Committee.
- Section 1.12.640 provides for applications of rate and other changes as negotiated between the City of Tacoma and the International Brotherhood of Electrical Workers, Local 483, Customer and Field Services Unit, Supervisors’ Unit, and Water Pollution Control Unit. The section also deletes obsolete text that is no longer needed.

**Section 2:** Amends Section 1.12.355 to implement the 2015 wage provisions of the collective bargaining agreement between the City of Tacoma and the International Brotherhood of Electrical Workers, Local 483, Click! Unit. This section will provide for a wage increase to the bargaining unit of 2.2 percent effective January 1, 2015. The collective bargaining agreement was adopted by Resolution 38919, on June 3, 2014.

**Section 3:** Amends Section 1.12.355 to implement the 2015 wage provisions of the collective bargaining agreement between the City of Tacoma and the International Brotherhood of Electrical Workers, Local 483, Court Clerks Unit. This section will provide for a wage increase to the bargaining unit of 2.2 percent effective January 1, 2015. The collective bargaining agreement was adopted by Resolution 38660, on April 23, 2013.

**Section 4:** Amends Section 1.12.355 to implement the 2015 wage provisions of the collective bargaining agreement between the City of Tacoma and the International Brotherhood of Electrical Workers, Local 483, Tacoma Power Unit. This section will provide for a wage increase to the bargaining unit of 2.2 percent effective April 1, 2015. The collective bargaining agreement was adopted by Resolution 38920, on June 3, 2014.

**Section 5:** Section 1.12.355 to implement the 2015 wage provisions of the collective bargaining agreement between the City of Tacoma and the International Association of Machinists and Aerospace Workers, District Lodge #160, on behalf of Local Lodge #282, WWTP Maintenance Supervisors Unit. This section will provide for a wage increase to the bargaining unit of 2.5 percent effective January 1, 2015. The collective bargaining agreement was adopted by Resolution 39012, on September 23, 2014.

**Section 6:** Section 1.12.355 to implement the 2015 wage provisions of the collective bargaining agreement between the City of Tacoma and the International Association of Machinists and Aerospace Workers, District Lodge #160, on behalf of Local Lodge #297, General Unit. This section will provide for a wage increase to the bargaining unit of 2.2 percent effective January 1, 2015. The collective bargaining agreement was adopted by Resolution 38982, on August 5, 2014.

**Section 7:** Amends Section 1.12.355 to implement the 2015 wage provisions of the collective bargaining agreement between the City of Tacoma and the International Association of Machinists and Aerospace Workers, District Lodge #160, on behalf of Local Lodge #297, Yard Clerk Unit. This section will provide for a wage increase to the bargaining unit of 2.2 percent effective January 1, 2015. The collective bargaining agreement was adopted by Resolution 38520, on August 28, 2012.

**Section 8:** Amends Section 1.12.355 to provide for 2015 provisions included in the agreement with the District Lodge #160, on behalf of Local Lodge #297, of the International Association of Machinists and Aerospace Workers, Yard Clerk Unit. This section provides for the deferral of wages effective July 1, 2015, per the terms of the Western Metal Industry Pension Fund – Rehabilitation Plan and the collective bargaining agreement.

**Section 9:** Section 1.12.355 to implement the 2015 provisions of the collective bargaining agreement between the City of Tacoma and the International Association of Machinists and Aerospace Workers, District Lodge #160, on behalf of Local Lodge #297, Rail Mechanics Unit. This section provides for a wage increase of 2.2 percent effective January 1, 2015. The collective bargaining agreement was adopted by Resolution 38633, on February 26, 2013.

**Section 10:** Amends Section 1.12.355 to implement the 2015 wage provisions of the collective bargaining agreement between the City of Tacoma and the International Association of Machinists and Aerospace Workers, District Lodge #160, on behalf of Local Lodge #297, Track Workers Unit. This section will provide for a wage increase to the bargaining unit of 2.2 percent effective January 1, 2015. The collective bargaining agreement was adopted by Resolution 38634, on February 26, 2013.

**Section 11:** Amends Section 1.12.355 to implement the 2015 wage provisions of the collective bargaining agreement between the City of Tacoma and the United Transportation Union, Switch Crew Unit. This section will provide for a wage increase to the bargaining unit of 1.9 percent effective January 1, 2015. The collective bargaining agreement was adopted by Resolution 36584, on July 19, 2005.

**Section 12:** Amends Section 1.12.355 to implement the 2015 wage provisions of the collective bargaining agreement between the City of Tacoma and the United Transportation Union, Yardmasters Unit. This section will provide for a wage increase of \$1.25 per hour, effective January 1, 2015. The collective bargaining agreement was adopted by Resolution 36584, on July 19, 2005.

**Section 13:** Amends Section 1.12.355 to implement the 2015 wage provisions of the collective bargaining agreement between the City of Tacoma and the Brotherhood of Locomotive Engineers and Trainmen. This section provides for an increase to wages of \$1.10 per hour, effective July 1, 2015. The collective bargaining agreement was adopted by Resolution 38655 on April 13, 2013.

**Section 14:** Amends Section 1.12.355 to implement the provisions of a Letter of Agreement between the City of Tacoma and the Teamsters Local 313. It creates the classified title of Sewer Heavy Equipment Operator (CSC 5013) effective December 29, 2014. The Letter of Agreement is scheduled for consideration by the City Council as a resolution on December 2, 2014.

**Section 15:** Amends Section 1.12.355 to implement the 2015 wage provisions of the collective bargaining agreement between the City of Tacoma and Teamsters Local 313. This section provides for an increase to wages for the new classification of Sewer Heavy Equipment Operator of 2.2 percent effective January 1, 2015, consistent with the collective bargaining agreement adopted by Resolution 39018, on September 30, 2014.

**Section 16:** Amends Section 1.12.355 to implement the provisions of a Letter of Agreement negotiated between the City of Tacoma and the International Brotherhood of Electrical Workers, Local 483, Water Pollution Control Unit. This section provides for the accretion of Biosolids Coordinator (CSC 5100) into the Water Pollution Control Unit. It provides a wage increase of 1.2 percent effective retroactive to August 12, 2014 and a reduction in the number of steps in the wage scale; provides that employees may be eligible for longevity pay; and provides that the classification will change from salaried Class D to overtime Class A effective October 6, 2014. The Letter of Agreement is scheduled to be considered by the City Council as a Resolution on December 2, 2014.

**Section 17:** Amends Section 1.12.355 to implement the provisions of a Letter of Agreement negotiated between the City of Tacoma and the International Brotherhood of Electrical Workers, Local 483, Supervisors' Unit. This section provides for the accretion of Biosolids Supervisor (CSC 5097) into the Supervisors' Unit. It provides a wage increase of 1.2 percent effective retroactive to August 12, 2014 and a reduction in the number of steps in the wage scale; provides that employees may be eligible for longevity pay; and provides that the classification will change from salaried Class D to overtime Class A effective October 6, 2014. The Letter of Agreement is scheduled to be considered by the City Council as a Resolution on December 2, 2014.

**Section 18:** Amends Section 1.12.355 to implement the 2015 wage provisions of the collective bargaining agreement between the City of Tacoma and the International Brotherhood of Electrical Workers, Local 483, Custodial and Building Maintenance Unit. This section will provide for a wage increase to the bargaining unit of 2.2 percent effective January 1, 2015. The collective bargaining agreement was adopted by Resolution 38817, on January 7, 2014.

**Sections 19 and 20:** Amends Section 1.12.355 to add 3 new unclassified titles, and make changes in pay and one title change for non-represented and non-represented executive classifications identified to be below the market as presented in Exhibit "B" and Exhibit "C": as follows:

1. Non-represented classifications identified as above the market will not receive an increase in 2015, and are not listed in this ordinance.
2. Effective January 1, 2015, non-represented classifications identified as below the market with no compression issues, will receive a market-based wage adjustment, up to a cap of 6 percent.
3. Effective January 1, 2015, non-represented classifications identified as below the market with compression issues, will receive a market-based adjustment, up to a cap of 10 percent.
4. Effective January 1, 2016, some non-represented classifications identified as below the market with no compression issues, will receive the balance of the 2015 determined market-based adjustment, up to a cap of 6 percent.
5. Additionally, effective January 1, 2016, and as reflected in the 2015-2016 budget ordinance, all non-represented classification wages will increase by an amount equal to 100% of the Consumer Price Index for Urban Wage Earners and Clerical Workers, CPI-W, Seattle-Tacoma-Bremerton, measured from June 2014 to June 2015.

Code	A	Job Title	2015 Adjustment	2016 Adjustment
1129	A	Benefits Manager	2.28%	
0751	A	Budget <del>Officer</del> Director	6.00%	5.11%
0146	A	Business Development Manager	0.24%	
1002	A	City Attorney, Assistant	3.74%	
1001	A	City Attorney, Prosecuting	3.74%	
0746	A	City Manager, Assistant	4.83%	
0744	A	City Manager, Assistant to the	6.00%	3.55%
0745	A	City Manager, Deputy	4.52%	
0710	A	City Treasurer	6.00%	5.71%
0750	A	Community & Economic Development Director	3.87%	
2208	A	Community & Economic Development Director, Assistant	3.78%	
2210	A	Community & Economic Development Division Manager	0.25%	
0805	A	Community & Media Services Manager	6.00%	6.00%
1211	A	Community Relations Officer	6.00%	5.91%
0802	A	Community Relations Specialist	6.00%	6.00%
0619	A	Conservation Manager	1.95%	
2326	A	Conservation Manager, Assistant	1.94%	
0630	A	Conservation Program Manager	6.00%	4.76%
0620	A	Conservation Supervisor	6.00%	4.69%
1124	A	Contract & Program Auditor	6.00%	0.22%
0521	A	Controller	6.00%	5.11%
4311	A	Court Administrator	2.47%	
4308	A	Court Operations Supervisor	5.10%	
0727	A	Customer Services Assistant Manager	2.62%	
0609	A	Customer Services Supervisor	4.18%	
2349	A	Development Specialist	2.28%	
2070	A	Engineer	1.21%	
8028		Engineer in Training	1.91%	
2068	A	Engineer, Associate	1.91%	
2073	A	Engineer, Principal	1.56%	
2082	A	Engineer, Professional	1.95%	
2083	A	Engineer, Senior	1.95%	
2060	A	Engineer, Senior Principal	3.05%	
0758	A	Environmental Services Director	5.00%	
2059	A	Environmental Services Director, Assistant	7.50%	
2056	A	Environmental Services Division Manager	10.00%	2.04%
2057	A	Environmental Services Division Manager, Assistant	10.00%	2.07%
2092		Environmental Specialist	1.14%	
2097		Environmental Technician	1.44%	
2098		Environmental Technician, Senior	1.43%	
0820	A	Executive Assistant	6.00%	6.00%
0767	A	Fire Chief	6.00%	
0518	A	Fire Department Manager	2.32%	
4215	A	Forensics Manager	2.84%	
0726	A	Government Relations Analyst	6.00%	6.00%
2310	A	Historic Preservation Coordinator	5.29%	
2309	A	Historic Preservation Officer	6.00%	6.00%
2336		Housing Rehabilitation Specialist	6.00%	4.47%
1131	A	Human Resources Analyst, Sr	2.70%	
0735	A	Human Resources Director	1.33%	

Code	A	Job Title	2015 Adjustment	2016 Adjustment
1125	A	Human Resources Director, Assistant	6.00%	6.00%
1114		Human Resources Specialist	4.28%	
2533		Human Services Program Assistant	5.26%	
5151	A	Hydro Project Manager	6.00%	2.85%
5150	A	Hydro Project Manager, Assistant	6.00%	2.86%
0837	A	Information Technology Director, Assistant	6.00%	3.18%
0140	A	Information Technology Manager	4.75%	
0136	A	Information Technology Supervisor	6.00%	0.94%
1118	A	Labor Negotiator	6.00%	2.93%
1132	A	Labor Relations Manager	6.00%	0.56%
2207	A	Land Use Administrator	1.20%	
1184	A	Management & Budget Specialist	6.00%	1.97%
1109	A	Management Analyst I	4.98%	
1120	A	Management Analyst II	1.70%	6.00%
1135	A	Management Analyst III	4.29%	
4607		Management Fellow	4.29%	
0841	A	Market Development Program Manager	4.82%	
0842	A	Market Development Research Analyst	4.82%	
0840	A	Marketing & Development Manager	4.82%	
1151		Master Control Technician	1.73%	
<a href="#">0804</a>	<a href="#">A</a>	<a href="#">Media &amp; Communications Director</a>		6.00%
2106	A	Natural Resources Biologist I	2.46%	
2089	A	Natural Resources Biologist II	3.10%	
2094	A	Natural Resources Biologist III	5.70%	
2091	A	Natural Resources Manager	6.00%	0.16%
0759	A	Neighborhood & Community Services Director	3.87%	
2058	A	Neighborhood & Community Services Division Manager	0.25%	
0754	A	Neighborhood & Community Services Manager	2.81%	
2532		Neighborhood & Community Services Specialist	4.46%	
2534		Neighborhood & Community Services Supervisor	6.00%	2.71%
0738	A	Office Administrator	7.51%	
0739	A	Office Manager	6.00%	0.11%
0533	A	Operations Manager	4.54%	
0730	A	PAF Director	4.81%	
1009	A	Paralegal	6.00%	1.59%
1010	A	Paralegal, Senior	6.00%	0.22%
2085	A	Park Supervisor	6.00%	3.81%
2086	A	Park Supervisor, Assistant	6.00%	3.48%
2105		Permit Supervisor	6.00%	6.00%
2221		Planner, Principal	0.77%	
2203		Planner, Senior	4.13%	
0719	A	Planning & Development Services Director	3.87%	
2036		Plans Examiner	1.63%	
2037	A	Plans Examiner, Senior	1.62%	
0772	A	Police Chief	6.00%	
5123	A	Power Analyst	0.49%	
5128	A	Power Analyst, Senior	0.49%	
0815	A	Power Section Assistant Manager I	1.89%	
0817	A	Power Section Assistant Manager II	1.89%	
0816	A	Power Section Manager	5.95%	

Code	A	Job Title	2015 Adjustment	2016 Adjustment
5248	A	Power Supervisor I	1.95%	
5251	A	Power Supervisor II	1.95%	
5249	A	Power Supervisor III	1.95%	
2322		Program Development Specialist	5.29%	
2321		Program Development Specialist, Lead	5.29%	
1100		Program Technician	6.00%	1.12%
2502		Project Specialist	5.29%	
0757	A	Public Works Director	5.00%	
0755	A	Public Works Director, Assistant	7.50%	
2054	A	Public Works Division Manager	10.00%	
2055	A	Public Works Division Manager, Assistant	10.00%	
7128	A	Rail Chief Administrative Officer	3.89%	
7129	A	Rail Chief Information/Financial Officer	3.89%	
7130	A	Rail Chief Mechanical Officer	6.00%	0.40%
7152	A	Rail Superintendent, Assistant	6.00%	0.85%
7127	A	Rail Supervisor of Operations	6.00%	1.65%
7126	A	Railway Roadmaster	5.90%	
2343		Real Estate Officer	6.00%	2.71%
2344	A	Real Estate Officer, Senior	6.00%	1.63%
2069	A	Real-Time Energy Trader	6.00%	
0845	A	Relicensing Coordinator	2.80%	
5052		Resource Conservation Specialist	4.46%	
0559	A	Retirement Chief Investment Officer	3.38%	
0560	A	Retirement System Director	6.00%	4.16%
1110		Risk Analyst	0.27%	
1137	A	Risk Analyst, Senior	2.56%	
0703	A	Risk Manager	3.27%	
1204	A	Safety Manager	3.78%	
1122		Safety Officer	6.00%	0.55%
5512		Sales & Service Representative, Lead	6.00%	6.00%
2530		Senior Center Cook	1.68%	
2529		Senior Center Van Driver	1.68%	
2556		Seniors Center Supervisor	5.22%	
0138	A	T&D Work Practices Specialist	4.52%	
5526	A	Telecommunications Broadband Services Manager	2.59%	
5531	A	Telecommunications Customer Care & Marketing Manager	6.00%	6.00%
5532	A	Telecommunications Customer Care Supervisor	6.00%	2.62%
5535	A	Telecommunications Engineer	6.00%	0.58%
5530	A	Telecommunications Franchise Contract Specialist	6.00%	2.53%
5500	A	Telecommunications Manager	6.00%	3.69%
5515	A	Telecommunications Manager, Assistant	6.00%	6.00%
5562	A	Telecommunications Technical Services Supervisor	3.09%	
1154		Television Production Coordinator	3.68%	
2072	A	Term Energy Trader	4.78%	
0822	A	Utilities Director	6.00%	6.00%
0819	A	Utilities Director, Deputy	6.00%	2.50%
0825	A	Utilities Director, Deputy Power Superintendent	6.00%	0.95%
0830	A	Utilities Director, Deputy Rail Superintendent	6.00%	5.04%
0823	A	Utilities Director, Deputy Water Superintendent	6.00%	2.66%
0580	A	Utilities Economist	6.00%	6.00%

Code	A	Job Title	2015 Adjustment	2016 Adjustment
0581	A	Utilities Economist, Associate	5.22%	
0582	A	Utilities Economist, Senior	6.00%	6.00%
1153		Video Production Assistant	1.73%	
1152		Video Specialist	4.15%	
2066	A	Water Division Manager	6.00%	2.82%
2061	A	Water Division Manager, Assistant	6.00%	2.84%
2064	A	Water Division Superintendent, Deputy	6.00%	0.60%
2100	A	Water Program Specialist	5.29%	
5068		Water Supply Supervisor	2.75%	
2154		Watershed Forester	3.10%	
2084	A	Wildlife & Recreation Coordinator	3.10%	

In addition to the market adjustments listed above, and effective January 1, 2015, the ordinance provides for the title of Budget Officer (CSC 0751) to be changed to Budget Director; the creation of three (3) new unclassified, appointive titles of Equity & Human Rights Director (CSC 0753), Media & Communications Director (CSC 0804), and Planning & Development Division Manager (CSC 2347); and the deletion of the classified title of Safety Technician (CSC 1117), and unclassified titles of Development Operations Supervisor (CSC 2347), Parking Manager (CSC 0075) and PAF Public Assembly Attendant (CSC 6220) as they are obsolete and not in use.

**Section 21:** Provides for the effective dates.

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