



TO: Elizabeth Pauli, City Manager
FROM: Karen Short, Senior Human Resources Analyst, Human Resources
Kari Louie, Senior Compensation & Benefits Manager
Gary Buchanan, Director, Human Resources
COPY: City Council and City Clerk
SUBJECT: Pay & Compensation Ordinance – October 6, 2020
DATE: September 30, 2020

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 title of City Manager.

BACKGROUND:

The City Council recommends approving a 3 percent general wage increase effective May 16, 2020, to the City Manager’s salary schedule and paying the City Manager at step 5B on the new schedule, which is equal to \$272,563.20 annually, constituting a \$7,924.80 increase above her current salary. 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 October 6, 2020.

Due to the COVID-19 pandemic, the City Council extended the timeframe to conduct the review of the City Manager’s performance for the period of May 16, 2019 through May 14, 2020, and rate her performance. The City Council recommends a 3 percent general wage increase; the continuation of contributions to a 457(b) plan up to the maximum IRS allowable annual contribution; and beginning in 2021, an additional contribution of the 457(b) Age 50 Catch-up annual deferral contribution, currently equal to \$6,500, with all contribution amounts to be paid by the end of January 2021.

COMMUNITY ENGAGEMENT/ CUSTOMER RESEARCH:

The City Council has recommended ratification of the 2020 Annual Performance Review of the City Manager and recommended this 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:

Fund Number & Name	COST OBJECT (CC/WBS/ORDER)	Cost Element	Total Amount
5800-CMO, Internal Services Fund - City Manager's Office	598200	5110455	\$16,500
TOTAL			\$16,500

What Funding is being used to support the expense?

THIS INCREASE IS INCLUDED IN THE 2019-2020 BIENNIAL BUDGET IN FUND 5800.

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: