

LETTER OF AGREEMENT

Between
The City of Tacoma
And
Professional & Technical Employees Local 17 (PROTEC 17)
Tacoma Police Department - Non-Commissioned Management Unit

The City of Tacoma (the “City”) and PROTEC 17 – TPD Non-Commissioned Management Unit (the “Union”), collectively (“the Parties”), enter into this Letter of Agreement (“LOA”).

The Parties agree that the newly created classification of *Crime Analyst Manager* (CSC 42180) will be represented by the Union for the purposes of collective bargaining.

The Parties agree to the following regarding the 2025 pay rates for the newly created classification:

CRIME ANALYST MANAGER 2025 Rates of Pay										
Code	Classification	1	2	3	4	5	6	7	8	9
42180	Crime Analyst Manager	\$49.90	\$52.40	\$55.02	\$57.77	\$60.66	\$63.69	\$66.87	\$68.54	\$70.25

The Crime Analyst Manager classification will be overtime category “D,” FSLA exempt, and not eligible for overtime pay or compensatory time. The classification is unclassified (“appointive”) consistent with Section 2.1 of the Parties’ Collective Bargaining Agreement (“CBA”).

TPD management has identified that employee Jacqueline Shelton will be appointed to the Crime Analyst Manager classification effective upon appointment by the hiring authority following City Council approval of this LOA. Upon appointment, Ms. Shelton will be placed at Step 7 of the Crime Analyst Manager salary table. Additionally, Ms. Shelton will receive a one-time lump sum payment of five thousand two hundred dollars (\$5200.00) on her first full pay period after her appointment to the Crime Analyst Manager classification.

The Parties have a current CBA that expires December 31, 2026. The Parties have agreed to the rates of pay for the Crime Analyst Manager in 2025, as described in the table above. On January 1, 2026, the Crime Analyst Manager classification wage rate will be increased by three percent (3%) as follows:

CRIME ANALYST MANAGER 2026 Rates of Pay										
Code	Classification	1	2	3	4	5	6	7	8	9
42180	Crime Analyst Manager	\$51.40	\$53.97	\$56.67	\$59.50	\$62.48	\$65.60	\$68.88	\$70.60	\$72.37

The Parties intend to incorporate the terms and conditions of this LOA into the successor CBA, at which time this LOA will terminate.

This LOA is not to be used as a precedent with respect to other collective bargaining agreements in other divisions or departments of the City or any other union.

For the City of Tacoma:

Elizabeth Pauli
City Manager

Date

Shelby Fritz
Human Resources Director

Date

Dylan Carlson
Division Manager, Labor Relations

Approved as to form:

Erik Furer
Deputy City Attorney

For the PROTEC 17, TPD Management Unit:

Brent Wagar
Union Representative