



Memorandum

**TO:** Elizabeth Pauli, City Manager  
**FROM:** Gary Buchanan, Human Resources Director  
Kari Louie, Senior Compensation & Benefits Manager  
**SUBJECT:** Ordinance Disclosure  
**DATE:** May 25, 2021

On the agenda for City Council action on June 8, 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 Section 1.12.355 to provide for the implementation of provisions of the collective bargaining agreement with the International Brotherhood of Electrical Workers (IBEW), Local 483, Clerical Unit. The sections provide for a general wage increase of 1 percent effective retroactive to January 1, 2021; effective January 1, 2022, and effective July 1, 2022; and also includes market-based wage adjustments by classification as follows:

Market Based Adjustments			
Classification Title	January 1, 2021	January 1, 2022	January 1, 2023
Office Assistant	3.0%	2.0%	2.0%
Financial Assistant	3.0%	2.0%	2.0%
Accountant	4.0%	4.0%	2.0%
Accountant, Senior	4.0%	4.0%	2.0%
Retirement Specialist	3.0%	2.0%	2.0%
Administrative Assistant	3.0%	2.0%	2.0%
Public Disclosure Specialist	4.0%	3.0%	2.0%
Public Disclosure Analyst	5.0%	5.0%	2.0%

**Section 4:** Amends Section 1.12.355 to implement provisions of the collective bargaining agreement with the Brotherhood of Locomotive Engineers and Trainmen. Amends Section 1.12.355 to implement provisions of the collective bargaining agreement (CBA) with the Brotherhood of Locomotive Engineers and Trainmen. The collective bargaining agreement provides that in the event an agreement is not reached by July 1, 2019, the basic daily rate of pay for locomotive engineers shall be increased by an amount equal to 100% of the Consumer Price Index for Urban Wage Earners and Clerical Workers (CPI-W) Seattle area all items, measured from June of 2015 to June of 2016, with a minimum increase of two (2) percent and a maximum increase of four (4) percent. Future cost of living allowance(s) shall be payable in the manner set forth above, until the terms thereof are revised by the parties pursuant to the Railway Labor Act.

The CPI-W increase for this period was published as two (2) percent. Since an agreement has not yet been reached, the ordinance will provide for a wage increase of two (2) percent effective July 1, 2021.

**Section 5:** Amends Section 1.12.355 to provide for a general wage increase of 1 percent for the non-represented position of City Manager, retroactive to May 16, 2021. The City Council moved to accept the annual performance review and salary recommendation for the City Manager at the City Council meeting of May 11, 2021.

**Section 6:** Amends Section 1.12.640 to provide for the implementation of provisions of the collective bargaining agreement with the International Brotherhood of Electrical Workers (IBEW), Local 483, Clerical Unit. This section updates date language regarding an annual lump sum payment for employees working for the Tacoma Police Department, for their assistance in the TPD CALEA accreditation.

**Section 7:** Provides for the effective dates.

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