The Tacoma City Council, at its regular City Council meeting of July 9, 2024, adopted the following resolutions and/or ordinances. The summary of the contents of said resolutions and/or ordinances are shown below. To view the full text of the document, click on the bookmark at the left of the page.

**Resolution No. 41462**

A resolution authorizing the execution of an interlocal agreement with the Washington State Department of Ecology, in the amount of $69,440, and accepting and depositing said sum into the Stormwater Fund, to develop a laboratory procedure to evaluate 6PPD-quinone in stormwater sediments, through June 30, 2025.

[Brandi Lubliner, P.E., Principal Engineer; Geoffrey M. Smyth, P.E., Interim Director, Environmental Services]

**Resolution No. 41463**

A resolution authorizing the execution of an interlocal agreement with the Washington State Department of Ecology, in the amount of $1,224,287, and accepting and depositing said sum into the Stormwater Fund, to monitor stormwater transport of contaminants of emerging concern in Western Washington, through December 31, 2025.

[Brandi Lubliner, P.E., Principal Engineer; Geoffrey M. Smyth, P.E., Interim Director, Environmental Services]

**Resolution No. 41464**

A resolution awarding a contract to Global Contractors, LLC, in the amount of $518,942.00, plus applicable taxes, plus a 15 percent contingency, for a cumulative total of $596,783.30, budgeted from the Transportation Capital Fund, for construction of a scenic overlook, consisting of curb ramps, sidewalk, bulb-outs, planted landscape areas, roadway repair as needed, and other amenities along East 32nd Street from East “E” Street and East “F” Street - Specification No. PW24-0055F.

[Clara Dubow, Project Manager; Ramiro A. Chavez, Director/City Engineer, Public Works]

**Resolution No. 41465**

A resolution awarding contracts to the following contractors:

- Taproot Tree Care LLC, in the amount of $450,000, plus applicable taxes; and
- Hunter’s Tree Service, in the amount of $150,000, plus applicable taxes; budgeted from the Stormwater and Urban Forestry funds, for on-call tree removal and pruning services, for an initial contract period of two years, with the option to renew for three additional one-year periods, for a projected contract total not to exceed $600,000 - Specification No. ES23-0280F.

[Ryan Hebert, Urban Forestry Analyst; Geoffrey M. Smyth, P.E., Interim Director, Environmental Services]
Resolution No. 41466
A resolution awarding a contract to Insituform Technologies, LLC, in the amount of $870,656.00, plus applicable taxes, plus a 10 percent contingency, budgeted from the Stormwater Fund, for rehabilitation of approximately 1.3 miles of underground stormwater sewer pipes in various locations throughout the City, for a projected contract total of $957,721.60 - Specification No. ES24-0073F.
[Olivia Mathison, Principal Associate Civil Engineer; Geoffrey M. Smyth, P.E., Interim Director, Environmental Services]

Resolution No. 41467
A resolution authorizing an increase and extending the contract with Robin Kirschbaum, Inc., in the amount of $175,125.33, plus applicable taxes, budgeted from the Stormwater Fund, for additional design and planning services for the Titlow Park Regional Stormwater Facility Project, for a projected contract total of $584,066.33, through December 31, 2025 - Architectural and Engineering Roster Contract No. CW2245683.
[Brandi Lubliner, Principal Engineer; Geoffrey M. Smyth, P.E., Interim Director, Environmental Services]

Ordinance No. 28973
An ordinance amending Chapter 1.12 of the Municipal Code, relating to the Compensation Plan, to implement rates of pay and compensation for employees represented by the Professional Public Safety Managers Association, and the Tacoma Firefighters Union, Local 31, and a change to reflect the organizational structure.
[Kari Louie, Assistant Director; Shelby Fritz, Director, Human Resources]
RESOLUTION NO. 41462

A RESOLUTION relating to stormwater; authorizing the execution of an interlocal agreement with the Washington State Department of Ecology, in the amount of $69,440, and accepting and depositing said sum into the Stormwater Fund, to develop a laboratory procedure to evaluate 6PPD-quinone in stormwater sediments, through June 30, 2025.

WHEREAS Environmental Services (“ES”) has decades of experience sampling and analyzing for toxic compounds from stormwater and storm sediments, and

WHEREAS persistent, bio accumulative, and toxic compounds are hazardous to human and environmental health, and several higher profile chemicals have not been previously characterized in municipal stormwater systems in Western Washington, and

WHEREAS 6PPD-quinone (“6PPDQ”) was identified by the University of Washington – Tacoma (“UWT”) in December 2020 as an abundant compound in stormwater, and

WHEREAS 6PPDQ comes from preservatives used in rubber, particularly vehicles tires, and is incredibly toxic to coho salmon and other Washington endangered and threatened fish in the Puget Sound, and

WHEREAS the Washington State Legislature has funded the Department of Ecology (“Ecology”) to identify use of these rubber preservatives in other consumer products that may find their way into wastewater and stormwater, and

WHEREAS the Environmental Protection Agency and Ecology are actively pursuing regulation of these chemicals in stormwater discharge permits as well
as scientific and engineering studies to better understand fate, transport, and
treatment, and

WHEREAS ES staff and its laboratory are in partnership with UWT and
their work with National Oceanic and Atmospheric Administration, several
Washington tribes, and Washington State University Puyallup, and

WHEREAS this award will support the ES laboratory in development of
methods to measure 6PPDQ at the Center for Urban Waters building, and
laboratory capacity to measure this chemical will benefit active ES monitoring
studies of the City’s stormwater, and

WHEREAS this interlocal agreement provides funding to develop these
skills in our ES laboratory, which will be among the first in the region to have
this capacity, and will prepare them for conducting their own compliance
sampling in the future, and

WHEREAS laboratory results from stormwater monitoring studies will also
be used in the City’s new modeling tool developed in the Urban Watersheds
Protection Plan, and these findings will be incorporated into several of the City’s
stormwater planning strategies for stormwater management, each of which have
their own topical and public meetings, and

WHEREAS this interlocal agreement to measure the toxic compound 6PPDQ
in storm sediments supports the following strategic policy goals: (1) to strengthen
and support a safe city with healthy residents, (2) to ensure all City residents are
valued and have access to resources to meet their needs, (3) to assure outstanding stewardship of the natural and built environment, and (4) to encourage and promote an efficient and effective government, which is fiscally sustainable and guided by engaged residents; Now, Therefore,

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF TACOMA:

That the proper officers of the City are hereby authorized to enter into an interlocal agreement with the Washington State Department of Ecology, in the amount of $69,440, and accepting and depositing said sum into the Stormwater Fund, to develop a laboratory procedure to evaluate 6PPD-quinone in stormwater sediments, through June 30, 2025, as more specifically set forth in the document on file in the office of the City Clerk.

Adopted ________________________

______________________________
Mayor

Attest:

______________________________
City Clerk

Approved as to form:

______________________________
Deputy City Attorney
A RESOLUTION relating to stormwater; authorizing the execution of an interlocal agreement with the Washington State Department of Ecology, in the amount of $1,224,287, and accepting and depositing said sum into the Stormwater Fund, to monitor stormwater transport of contaminants of emerging concern in Western Washington, through December 31, 2025.

WHEREAS persistent, bio accumulative, and toxic compounds are hazardous to human and environmental health, and several higher profile chemicals have not been previously characterized in municipal stormwater systems in Western Washington, and

WHEREAS Environmental Services ("ES") has one of the nation’s richest datasets for stormwater and storm sediment pollutant management, and

WHEREAS these datasets will be leveraged to explore correlations with several other contaminants of emerging concern ("CEC") that need to be characterized in typical Municipal Stormwater Separate Stormwater Systems, specifically per-and polyfluoroalkyl substances ("PFAS"), 6PPD-Quinone ("6PPDQ"), and microplastics, and

WHEREAS 6PPDQ was identified by the University of Washington – Tacoma ("UWT") in December 2020 as an abundant compound in stormwater, and

WHEREAS 6PPDQ comes from preservatives used in rubber, particularly vehicle tires, and is incredibly toxic to coho salmon and other Washington endangered and threatened fish in the Puget Sound, and
WHEREAS the Washington State Legislature has funded the Department of Ecology ("Ecology") to identify use of these rubber preservatives in other consumer products that may find their way into wastewater and stormwater, and

WHEREAS the Environmental Protection Agency and Ecology are actively pursuing regulation of these chemicals in stormwater discharge permits as well as scientific and engineering studies to better understand fate, transport, and treatment, and

WHEREAS ES staff and its laboratory are in partnership with UWT and their work with the National Oceanic and Atmospheric Administration, several Washington tribes, and Washington State University Puyallup, and

WHEREAS this project will use the new method developed by our ES laboratory for 6PPDQ to analyze storm sediment samples, which will help us for compliance sampling in the future, and these findings will be incorporated into several of the City’s stormwater planning strategies for stormwater management, each of which have their own topical and public meetings, and

WHEREAS laboratory results from stormwater monitoring studies will also be used in the City’s new modeling tool developed in the Urban Watersheds Protection Plan, and

WHEREAS in the City, the abundance of some toxic contaminants such as metals and polychlorinated biphenyls are well understood, but the concentration of new CEC such as PFAS, 6PPDQ, tire-wear particles, and other microplastics are not well studied anywhere in Western Washington, and
WHEREAS this interlocal agreement will support a field study to gather the first comprehensive Western Washington dataset to understand the abundance of these CEC, and this data will inform the following strategic policy goals: (1) to strengthen and support a safe city with healthy residents, (2) to ensure all City residents are valued and have access to resources to meet their needs, (3) to assure outstanding stewardship of the natural and built environment, and (4) to encourage and promote an efficient and effective government, which is fiscally sustainable and guided by engaged residents, and

WHEREAS this interlocal agreement provides funding to gather data to better understand the abundance of CEC in stormwater and will be among the first projects in the region to do so, as such, no significant outreach has been performed by the City to date, and

WHEREAS this award will also support the ES project management staff and a field study on stormwater in the City’s stormwater pipes, as well as coordination with 13 other Western Washington jurisdiction’s stormwater pipes, stormwater sample collection, laboratory coordination, and data analysis and reporting, and; Now, Therefore,

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF TACOMA:

That the proper officers of the City are hereby authorized to enter into an interlocal agreement with the Washington State Department of Ecology for Environmental Services, in the amount of $1,224,287, and accepting and depositing said sum into the Stormwater Fund, to monitor stormwater transport of contaminants
of emerging concern in Western Washington, through December 31, 2025, as more specifically set forth in the document on file in the office of the City Clerk.

Adopted __________________________

Mayor

Attest:

______________________________
City Clerk

Approved as to form:

______________________________
Deputy City Attorney
RESOLUTION NO. 41464

A RESOLUTION related to the purchase of materials, supplies or equipment, and the furnishing of services; authorizing the execution of a contract with Global Contractors, LLC, in the amount of $518,942.00, plus applicable taxes, plus a 15 percent contingency, for a cumulative total of $596,783.30, budgeted from the Transportation Capital Fund, for construction of a scenic overlook, consisting of curb ramps, sidewalk, bulb-outs, planted landscape areas, roadway repair as needed, and other amenities along East 32nd Street from East “E” Street and East “F” Street, pursuant to Specification No. PW24-0055F.

WHEREAS the City has complied with all applicable laws and processes governing the acquisition of those supplies, and/or the procurement of those services, inclusive of public works, as is shown by the attached Exhibit “A,” incorporated herein as though fully set forth, and

WHEREAS the Board of Contracts and Awards has concurred with the recommendation for award as set forth in the attached Exhibit “A”; Now, Therefore,

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF TACOMA:

Section 1. That the Council of the City of Tacoma concurs with the Board of Contracts and Awards to adopt the recommendation for award as set forth in the attached Exhibit “A.”

Section 2. That the proper officers of the City are hereby authorized to enter into a contract with Global Contractors, LLC, in the amount of $518,942.00, plus applicable taxes, plus a 15 percent contingency, for a cumulative total of $596,783.30, budgeted from the Transportation Capital Fund, for construction of a scenic overlook, consisting of curb ramps, sidewalk, bulb-outs, planted landscape areas, roadway repair as needed, and
other amenities along East 32nd Street from East “E” Street and East “F” Street, pursuant to Specification No. PW24-0055F, consistent with Exhibit “A.”

Adopted ____________________

________________________________________
Mayor

Attest:

________________________________________
City Clerk

Approved as to form:

________________________________________
City Attorney
RESOLUTION NO. 41465

A RESOLUTION related to the purchase of materials, supplies or equipment, and the furnishing of services; authorizing the execution of contracts with Taproot Tree Care LLC, in the amount of $450,000, plus applicable taxes; and Hunter’s Tree Service, in the amount of $150,000, plus applicable taxes; budgeted from the Stormwater and Urban Forestry funds, for on-call tree removal and pruning services, for initial contract periods of two years, with the option to renew for three additional one-year periods, for a projected combined contract total not to exceed $600,000, pursuant to Specification No. ES23-0280F.

WHEREAS the City has complied with all applicable laws and processes governing the acquisition of those supplies, and/or the procurement of those services, inclusive of public works, as is shown by the attached Exhibit “A,” incorporated herein as though fully set forth, and

WHEREAS the Board of Contracts and Awards has concurred with the recommendation for award as set forth in the attached Exhibit “A”; Now, Therefore,

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF TACOMA:

Section 1. That the Council of the City of Tacoma concurs with the Board of Contracts and Awards to adopt the recommendation for award as set forth in the attached Exhibit “A.”

Section 2. That the proper officers of the City are hereby authorized to enter into a contract with Taproot Tree Care LLC, in the amount of $450,000, plus applicable taxes; and a contract with Hunter’s Tree Service, in the amount of $150,000, plus applicable taxes; budgeted from the Stormwater Fund and Urban Forestry Fund, for on-call tree removal and pruning services, for initial contract periods of two years, with the option to renew for three additional one-year
periods, for a projected combined contract total not to exceed $600,000, pursuant to Specification No. ES23-0280F, consistent with Exhibit “A.”

Adopted ________________

________________________
Mayor

Attest:

________________________
City Clerk

Approved as to form:

________________________
City Attorney
RESOLUTION NO. 41466

A RESOLUTION related to the purchase of materials, supplies or equipment, and the furnishing of services; authorizing the execution of a contract with Insituform Technologies, LLC, in the amount of $870,656.00, plus applicable taxes, plus a 10 percent contingency, budgeted from the Stormwater Fund, for rehabilitation of approximately 1.3 miles of underground stormwater sewer pipes in various locations throughout the City, for a projected contract total of $957,721.60, pursuant to Specification No. ES24-0073F.

WHEREAS the City has complied with all applicable laws and processes governing the acquisition of those supplies, and/or the procurement of those services, inclusive of public works, as is shown by the attached Exhibit “A,” incorporated herein as though fully set forth, and

WHEREAS the Board of Contracts and Awards has concurred with the recommendation for award as set forth in the attached Exhibit “A”; Now, Therefore,

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF TACOMA:

Section 1. That the Council of the City of Tacoma concurs with the Board of Contracts and Awards to adopt the recommendation for award as set forth in the attached Exhibit “A.”

Section 2. That the proper officers of the City are hereby authorized to enter into a contract with Insituform Technologies, LLC, in the amount of $870,656.00, plus applicable taxes, plus a 10 percent contingency, budgeted from the Stormwater Fund, for rehabilitation of approximately 1.3 miles of underground stormwater sewer pipes in various locations throughout the City, for a projected contract total of $957,721.60, pursuant to Specification No. ES24-0073F.
contract total of $957,721.60, pursuant to Specification No. ES24-0073F,
consistent with Exhibit “A.”

Adopted ______________________

__________________________________________
Mayor

Attest:

__________________________________________
City Clerk

Approved as to form:

__________________________________________
City Attorney
RESOLUTION NO. 41467

A RESOLUTION related to the purchase of materials, supplies or equipment, and the furnishing of services; authorizing an increase and extending the Contract No. CW2245683 with Robin Kirschbaum, Inc., in the amount of $175,125.33, plus applicable taxes, budgeted from the Stormwater Fund, for additional design and planning services for the Titlow Park Regional Stormwater Facility Project, for a projected contract total of $584,066.33, through December 31, 2025, pursuant to Architectural and Engineering Roster Contract No. CW2245683.

WHEREAS the City has complied with all applicable laws and processes governing the acquisition of those supplies, and/or the procurement of those services, inclusive of public works, as is shown by the attached Exhibit “A,” incorporated herein as though fully set forth, and

WHEREAS the Board of Contracts and Awards has concurred with the recommendation for award as set forth in the attached Exhibit “A”; Now, Therefore,

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF TACOMA:

Section 1. That the Council of the City of Tacoma concurs with the Board of Contracts and Awards to adopt the recommendation for award as set forth in the attached Exhibit “A.”

Section 2. That the proper officers of the City are hereby authorized to increase and extend the Contract No. CW2245683 with Robin Kirschbaum, Inc., in the amount of $175,125.33, plus applicable taxes, budgeted from the Stormwater Fund, for additional design and planning services for the Titlow Park Regional Stormwater Facility Project, for a projected contract total of $584,066.33, through
December 31, 2025, pursuant to Architectural and Engineering Roster Contract No. CW2245683, consistent with Exhibit "A."

Adopted ______________________

______________________________
Mayor

Attest:

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City Clerk

Approved as to form:

______________________________
City Attorney
ORDINANCE NO. 28973

AN ORDINANCE relating to pay and compensation; amending Chapter 1.12 of the Tacoma Municipal Code to implement rates of pay and compensation for employees represented by the Professional Public Safety Management Association and the Tacoma Firefighters Union, Local 31, and a change to reflect the organizational structure; and declaring the effective dates thereof.

WHEREAS this ordinance provides for implementation of a Collective Bargaining Agreement ("CBA") as negotiated with the Professional Public Safety Management Association ("PPSMA"), and a Letter of Agreement ("LOA") as negotiated with the Tacoma Firefighters Association, Local 31, and

WHEREAS the ordinance provisions for the PPSMA will include a wage increase of 6.5 percent for employees in Police Department positions, effective retroactive to January 1, 2024, and a wage increase of 4.5 percent for Fire Department positions, using the indexing process outlined in the CBA, and

WHEREAS other changes include the following: (1) language to amend Section 1.12.115 to increase the employer contribution to a deferred compensation plan from $238 to $250 per pay period; (2) amend Section 1.12.229 to provide for a change in the monthly employee contribution to a Voluntary Employee Beneficiary Association ("VEBA") account; (3) the provision of a monthly employer contribution of $250 to a VEBA account for eligible employees; and (4) a change to Section 1.12.230 to provide for a change in the method used to compensate employees for unused accrued sick leave upon retirement per the terms of the CBA, and
WHEREAS the LOA will provide for the creation of a new classification to be titled Fire Marshal and will be classified, salaried, exempt from overtime, and represented by the Tacoma Firefighters Union, Local 31; Now, Therefore,

BE IT ORDAINED BY THE CITY OF TACOMA:

Section 1. That Section 1.12.115 of the Tacoma Municipal Code ("TMC") is hereby amended, and effective as provided by law, to read as follows:

1.12.115 Deferred compensation.

* * *

C. The City will make a contribution to the deferred compensation account of fire and police personnel in the classifications of Assistant Fire Chief, Deputy Fire Chief, Assistant Police Chief, and Deputy Police Chief of $238,250 per pay period. No employer contribution will be made in any pay period during which an employee is on leave without pay for the entire pay period.

* * *

Section 2. That Section 1.12.229 of the TMC is hereby amended, and effective as provided by law, to read as follows:

1.12.229 VEBA Accounts.

A. The City shall deposit into a VEBA (Voluntary Employee Beneficiary Association) Account a sum equivalent to 25 percent of the sick leave accruals for a nonrepresented employee; or, if provided for in a collective bargaining agreement, 25 percent of the sick leave accruals, and up to the amount provided in the specific collective bargaining agreement of Personal Time Off or vacation leave accruals for any employee who meets the following criteria:

1. The employee must qualify under subsection B of this section; and
2. The employee must be separated from the City service due to (i) retirement for disability or length of service with attendant pension payments under any City employee pension system; or (ii) death.

The sum deposited into the VEBA Account shall be calculated at the employee’s regular classification rate of pay effective at the time of retirement or death.

B. An employee shall qualify for a deposit into a VEBA Account pursuant to subsection A of this section if the following three criteria are met:

1. a. The employee is not a member of one of the City’s collective bargaining units at the time of retirement or death, or
2. b. If the employee is a member of a duly selected collective bargaining unit at the time of his or her retirement or death, the employee shall qualify for a deposit into a VEBA Account only if, at the time of the employee’s retirement or death, a valid collective bargaining agreement confers upon the employee the right to a VEBA account; and
2. The employee shall qualify for a deposit into a VEBA Account only if the VEBA Account deposit is a reasonable and equitable substitute for the cashout payment under Section 1.12.230D.1 which was in effect immediately prior to the effective date of the ordinance codified in this section; and

3. The total sum due to the employee is $100.00 or greater.

C. In addition to VEBA benefits for which an employee may be eligible under subsections A and B above, the City shall deposit $250.00 per month into an individual VEBA Account for each employee represented by the Tacoma Police Management Association, Local 26, who is also an LEOFF II pension system member, per the collective bargaining agreement; provided, however, contributions for employees who become represented by said bargaining unit after May 21, 2001, will be made beginning the first full month following an employee’s permanent appointment to a classification represented by the bargaining unit.

D. In addition to VEBA benefits for which an employee may be eligible under subsections A and B above, the City shall deposit $250.00 per month into an individual VEBA account for each employee represented by the Professional Public Safety Management Association, who is also a LEOFF II pension system member, per the collective bargaining agreement.

D. In addition to VEBA benefits for which an employee may be eligible under subsections A and B above, beginning in 2022, the City shall also deposit into a VEBA Account a sum equivalent to 50 percent of the Personal Time Off (“PTO”) accruals for a nonrepresented employee as long as the following criteria is met:

1. The employee must be separated from the City service due to (i) retirement for disability or length of service with attendant pension payments under any City employee pension system; or (ii) death.

2. This subsection is in effect each year unless there is a request, by at least 20 percent of employees eligible to retire in the next calendar year, to vote to suspend the VEBA deposit for the next calendar year only, which will be determined by a majority of the returned ballots. For 2022, such vote shall occur in 2021 following City Council approval of this subsection.

* * *

Section 3. That Section 1.12.230 of the TMC is hereby amended, and effective as provided by law, to read as follows:

1.12.230 Sick allowance with pay.

* * *

D. Payments for Nonuse of Sick Leave Accruals.

1. An employee separated from the City service due to death or retirement for disability or length of service with attendant pension payments under any City employee pension system who does not qualify for a VEBA deposit under TMC Section 1.12.229 shall be compensated at a rate for the classification in which he or she was working on the date of separation to the extent of 25 percent of accrued sick leave hours.

a. An employee separated from the City service due to retirement, and represented by the Tacoma Fire Fighters Union, Local 31, shall receive a contribution into a qualified Health Reimbursement Arrangement in the amount of the sick leave payment in lieu of a cash payment, when properly authorized annually by Local 31.
b. An employee separated from service due to death or retirement for disability or length of service, and represented by the Tacoma Fire Fighters Union, Local 31, will be compensated for nonuse of sick leave accruals per the terms of the collective bargaining agreement.

c. An employee separated from the City service due to retirement, and represented by the Professional Public Safety Management Association, will be compensated for the nonuse of sick leave accruals per the terms of the collective bargaining agreement.

* * *

Section 4. That Section 1.12.355 of the TMC is hereby amended, and effective retroactive to January 1, 2024, to read as follows:

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Section 5. That Section 1.12.355 of the TMC is hereby amended, and effective as provided by law, to read as follows:

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</table>

Section 6. That Section 1.12.640 of the TMC is hereby amended, and effective as provided by law, to read as follows:

1.12.640 Application of additional rates.

* * *

PPSMA. An employee represented by the Professional Public Safety Management Association and covered by the LEOFF II retirement system shall receive an additional one-half of 1 percent (.5 percent) applied rate. Employees in classifications represented by the Professional Public Safety Management Association are not eligible for longevity pay.

PPSMA. An employee represented by the Professional Public Safety Management Association and actively employed as of the date of Union ratification of the 2021-23 collective bargaining agreement, shall receive a one-time, lump sum payment of $400.

* * *
Section 7. That Sections 1, 2, 3, 5, and 6 are effective as provided by law.

That Section 4 is effective retroactive to January 1, 2024.

Passed ____________________________

__________________________
Mayor

Attest:

__________________________
City Clerk

Approved as to form:

__________________________
Deputy City Attorney