



City of Tacoma

City Council Action Memorandum

**TO:** Elizabeth Pauli, City Manager  
**FROM:** Dylan Carlson, Senior Labor Relations Manager  
Karen Short, Senior Human Resources Analyst, Human Resources  
Shelby Fritz, Director, Human Resources  
**COPY:** City Council and City Clerk  
**SUBJECT:** Resolution – Authorize execution of a Letter of Agreement with the Tacoma Firefighters Union, Local 31 – August 24, 2021  
**DATE:** August 16, 2021

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**SUMMARY AND PURPOSE:**

A resolution authorizing the execution of a Letter of Agreement as negotiated with the Tacoma Firefighters Union, Local 31, effective retroactive to January 1, 2021, related to sick leave cash out provisions.

**BACKGROUND:**

The resolution will authorize the execution of a Letter of Agreement negotiated with the Tacoma Firefighters Union, Local 31, effective retroactive to January 1, 2021, related to the sick leave cash out provisions.

During negotiations for the 2021-2022 Collective Bargaining Agreement (CBA), the parties agreed to change the longstanding sick leave cash out provisions of Section 13.2.B. It was the shared interest of the parties to provide a greater incentive for employees to preserve sick leave in their accrual banks and reduce the need for overtime to backfill shifts vacant due to use of sick leave. The CBA was adopted by Resolution 40786, on May 18, 2021.

Following the implementation of the provisions of the CBA, it was discovered that the City and the Union had different interpretations of the new sick leave cash out provision. The intent of the Letter of Agreement is to resolve this dispute in a non-precedent setting manner. The City and the Union have agreed to utilize the union’s interpretation of the language for the period of January 1, 2021 through December 31, 2022 only.

**COMMUNITY ENGAGEMENT/ CUSTOMER RESEARCH:**

The agreement has been reached with the Tacoma Firefighters Union, Local 31, and has been bargained in good faith.

**2025 STRATEGIC PRIORITIES:**

**Economy/Workforce:** Moderate Opportunity

**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 execution of the Letter of Agreement	N/A	N/A

**EVALUATION AND FOLLOW UP:**

**STAFF/SPONSOR RECOMMENDATION:**

Authorization from the City Council by resolution is required to authorize execution of the Letter of Agreement with the Tacoma Firefighters Union, Local 31.

**FISCAL IMPACT:**

Fiscal impact information will be provided by the Office of Management and Budget. Department Directors will be responsible for adhering to their overall levels of appropriation.

**What Funding is being used to support the expense?**

Participating departments will be responsible for continuing costs.

**Are the expenditures and revenues planned and budgeted in this biennium’s current budget?**

Yes

**Are there financial costs or other impacts of not implementing the legislation?**

No

**Will the legislation have an ongoing/recurring fiscal impact?**

YES

**Will the legislation change the City’s FTE/personnel counts?**

No

**ATTACHMENTS:**

- Letter of Agreement
- Fiscal Impact Memo