



TO: Hyun Kim, City Manager
FROM: Dylan Carlson, Labor Relations Division Manager
Linnaea Jablonski, Human Resources Director
Karen Short, Senior Human Resources Consultant
COPY: City Council and City Clerk
SUBJECT: Resolution – Authorize execution of a Letter of Agreement with Tacoma, Washington, City and Pierce County Employees Local Number 120 of the Washington State Council of County and City Employees – August 18, 2026
DATE: July 27, 2026

SUMMARY AND PURPOSE:

A resolution authorizing execution of a Letter of Agreement as negotiated with the Tacoma, Washington, City and Pierce County Employees Local Number 120 of the Washington State Council of County and City Employees regarding title changes for the classifications of Buyer and Buyer, Senior.

BACKGROUND:

The resolution authorizes execution of a Letter of Agreement (LOA) as negotiated with the Tacoma, Washington, City and Pierce County Employees Local Number 120 of the Washington State Council of County and City Employees. The LOA provides for the following title changes:

Code	Current Title	Code	Revised Title
0304	Buyer	0304	Contracting & Procurement Specialist
0307	Buyer, Senior	0307	Contracting & Procurement Specialist, Senior

The retitling shall not affect the job duties of employees in these classifications, nor shall it affect any employment conditions or seniority provisions within the Collective Bargaining Agreement (CBA) between the Parties.

COMMUNITY ENGAGEMENT/ CUSTOMER RESEARCH:

The Letter of Agreement has been reached with the Tacoma, Washington, City and Pierce County Employees Local Number 120 of the Washington State Council of County and City Employees 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	unknown

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, Washington, City and Pierce County Employees Local Number 120 of the Washington State Council of County and City Employees.

FISCAL IMPACT:

There is no fiscal impact for this request. Department Directors are 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?

No

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

No

Will the legislation have an ongoing/recurring fiscal impact?

No

Will the legislation change the City's FTE/personnel counts?

No

ATTACHMENTS:

Letter of Agreement