



TO: Hyun Kim, Interim City Manager
FROM: Dylan Carlson, Labor Relations Division Manager
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COPY: City Council and City Clerk
SUBJECT: Resolution – Authorize execution of a Letter of Agreement with the Sheet Metal, Air, Rail and Transportation – Transportation Division (SMART-TD), Conductors Unit – March 24, 2026
DATE: March 9, 2026

SUMMARY AND PURPOSE:

A resolution authorizing the execution of a Letter of Agreement as negotiated with the Sheet Metal, Air, Rail and Transportation – Transportation Division (SMART-TD), Conductors Unit, regarding a new classification of Railway Conductor Trainee.

BACKGROUND:

The resolution will authorize the execution of a Letter of Agreement (LOA) as negotiated with the Sheet Metal, Air, Rail and Transportation – Transportation Division (SMART-TD), Conductors Unit, regarding a new classification of Railway Conductor Trainee. The agreement has been scheduled for consideration by the Public Utility Board as a resolution on March 11, 2026.

Tacoma Rail has primarily relied upon outside lateral recruitments of certified conductors hired from other railroads. This impedes Tacoma Rail from its aspiration of recruiting and training City of Tacoma residents to perform this work. Tacoma Rail and SMART-TD have a shared desire to create an in-house training program to allow candidates with no prior railroad industry experience the opportunity to become journey-level Railway Conductors. The parties have agreed to establish a new classification titled “Railway Conductor Trainee” and recognize SMART-TD as the exclusive bargaining representative.

The agreement provides for the creation of the classification of Railway Conductor Trainee to be added to the Compensation Plan. The classification will be created as classified, overtime category “B”, with a four step pay range set at 70, 75, 80 and 85 percent of the journey-level hourly rate for Railway Conductor. Progression through the pay range will be based on successful progression through four stages of training. Trainees will serve a nine (9) month probationary period, and upon completion, will be eligible to compete for a promotion to a vacant permanent Railway Conductor position.

Promotion to the journey-level classification of Railway Conductor is not guaranteed, and shall be at the exclusive determination of Tacoma Rail management, consistent with the Civil Service rules, the Collective Bargaining Agreement, and shall be based on business and operational need.

COMMUNITY ENGAGEMENT/ CUSTOMER RESEARCH:

The Letter of Agreement has been reached with the Sheet Metal, Air, Rail and Transportation – Transportation Division (SMART-TD), Conductors Unit, 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 Sheet Metal, Air, Rail and Transportation – Transportation Division (SMART-TD), Conductors Unit.

FISCAL IMPACT:

Fiscal impact information is provided by the Management Services Office. 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?

YES

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

No

ATTACHMENTS:

Letter of Agreement

Fiscal Impact Memorandum