



ORDINANCE NO. 29099

1 AN ORDINANCE relating to personnel; amending Chapter 1.24 of the
2 Municipal Code, relating to the Personnel Rules, by amending
3 Sections 1.24.971, 1.24.974, 1.24.976, and 1.24.977 to reflect current
4 City policies, practices, and procedures, and provide a probationary
period for the classification of Railway Conductor Trainee, as approved
by the Civil Service Board.

5 WHEREAS this ordinance requests approval for amendments to the
6 Tacoma Municipal Code (“TMC”), relating to the Personnel Rules,
7 Sections 1.24.971, 1.24.974, 1.24.976, and 1.24.977, to reflect current City
8 policies, practices, and procedures, and to provide a nine-month probationary
9 period for the classification of Railway Conductor Trainee, and
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11 WHEREAS the changes are being made to reflect the job titles currently in
12 use for classified positions within Tacoma Public Utilities, Tacoma Rail Division,
13 and
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15 WHEREAS the Civil Service Board (“Board”) has reviewed and approved
16 support of these recommended changes at the Board meeting on March 5, 2026,
17 and transmitted them to the City Clerk; Now, Therefore,

18 BE IT ORDAINED BY THE CITY OF TACOMA:

19 Section 1. That the City Council hereby adopts the Recitals of this
20 Ordinance as its formal legislative findings.
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22 Section 2. That the Municipal Code, Chapter 1.24, “Personnel Rules,” is
23 hereby amended to reflect current City policies, practices, and procedures, by
24 amending Sections 1.24.971, 1.24.974, 1.24.976, and 1.24.977, as set forth in
25 the attached Exhibit “A.”
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Section 3. That the City Clerk, in consultation with the City Attorney, is authorized to make necessary corrections to this ordinance, including, but not limited to, the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers, and any references thereto.

Passed _____

Mayor

Attest:

City Clerk

Approved as to form:

Deputy City Attorney



EXHIBIT "A"

CHAPTER 1.24
PERSONNEL RULES

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RAILWAY EMPLOYEES

1.24.971 Railway employees defined.

Railway employees shall mean those employees of the Municipal Belt Line Division of the Department of Public Utilities employed in positions peculiar to the operation of railroads, and similar positions do not exist in other departments or divisions of the City Government, and shall include but not be limited to the positions commonly known in railroading as Railway Yardmaster, ~~Railway Switching Supervisor, Railway Switch Operator~~Railway Conductor, Locomotive Engineer, ~~Railway Car Inspector~~, Railway Yard Clerk, Railway Track Maintenance Worker, Locomotive Mechanic, Locomotive Mechanic, Senior, and Railway Track Equipment Mechanic-Welder, Railway Shop Worker, Railway Track Inspector, Railway Track Maintenance Supervisor, and Railway Conductor Trainee.

1.24.974 Probation.

The probationary period for railway employees shall be 125 working days actually worked in the classification to which such employee is appointed except ~~that~~Railway Conductors who train for the classification of ~~Railway Switching Foreman Supervisor~~Locomotive Engineer, the probationary period shall be 45 working days. The probationary period for a Railway Conductor Trainee will be nine months to successfully complete programmatic steps necessary to obtain their Conductor certification, followed by the standard probationary period upon promotion to a permanent Railway Conductor position.

1.24.976 Certification of eligibles for ~~Railroad Switching Supervisor~~Railway Conductor, Locomotive Engineer and ~~Railroad~~Railway Yardmaster.

Upon receipt of a request for ~~Railroad Switching Supervisor~~Railway Conductor, Locomotive Engineers or ~~Railroad~~Railway Yardmasters, the Human Resources Director shall certify all names on the appropriate lists.

1.24.977 Seniority.

Seniority of incumbent permanent railway employees in the classifications of Locomotive Engineer, Railway Conductor, and Railway Conductor Trainee of the Municipal Belt Line Division of the Department of Public Utilities employed in positions commonly known in railroading as Locomotive Engineer, Railway Switching Supervisor and Switchman Railway Switch Operator shall be fixed solely by the date of first active employment as an eligible in the positions for which seniority is established, or as otherwise provided for by a collective bargaining agreement.
