



Memorandum

TO: Hyun Kim, Interim City Manager
FROM: Linnaea Jablonski, Human Resources Director
Kari Louie, Assistant Human Resources Director
Dylan Carlson, Labor Relations Division Manager
Karen Short, Senior Human Resources Consultant
Vanessa Peterson, Senior Human Resources Consultant
SUBJECT: Ordinance Disclosure
DATE: March 16, 2026

On the agenda for City Council action on March 24, 2026, will be an ordinance to amend the Compensation Plan. This memorandum discloses the contents of the ordinance pursuant to Section 1.12.970 of the Tacoma Municipal Code.

Section 1: Amends Section 1.12.355 to provide for the implementation of provisions of the Letter of Agreement (LOA) as negotiated with the with the Sheet Metal, Air, Rail and Transportation – Transportation Division (SMART-TD), Conductors Unit. The agreement was approved by the Public Utility Board as a resolution on March 11, 2026.

The ordinance provides for the creation of the classification of Railway Conductor. 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. Railway Conductor 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 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.

I would be happy to answer any questions you may have.