



City of Tacoma

City Council Action Memorandum

TO: Hyun Kim, City Manager
FROM: Mayor Victoria Woodards and Chief Policy Analyst Bucoda Warren
COPY: City Council and City Clerk
SUBJECT: A resolution creating a 15-member task force with 2-alternates to be named the Tacoma Labor Standards Task Force for the purpose of reviewing various labor standards in Tacoma and authorizing a Council Contingency Fund expenditure in the amount of \$50,000 for staffing and facilitation of the task force. The Task Force will consist of one member nominated by each Council Member and seven members, and two alternates nominated from various business or community groups selected by the Mayor. The Task Force shall sunset when it submits its final recommendations to the City Council.
DATE: August 6, 2025

SUMMARY AND PURPOSE:

A resolution creating a 15-member task force with 2-alternates to be named the Tacoma Labor Standards Task Force for the purpose of reviewing various labor standards in Tacoma and authorizing a Council Contingency Fund expenditure in the amount of \$50,000 for staffing and facilitation of the task force. The Task Force will consist of one member nominated by each Council Member and seven members, and two alternates nominated from various business or community groups selected by the Mayor. The Task Force shall sunset when it submits its final recommendations to the City Council.

COUNCIL SPONSORS:

Mayor Victoria Woodards

BACKGROUND:

On July 9, 2025, the Tacoma City Clerk received an initiative petition certified by the County Auditor titled Initiative No. 2, Labor Standards for Certain Employees and notified the City Council. Per the City Charter, the City Council had 30 days to review the initiative and either reject it and send it to the November ballot for consideration by the voters or adopt it as written.

At the Council's next regular meeting on July 15th, 2025, staff presented on Initiative 2, reviewing the language of the initiative and taking questions from the City Council. At Council's direction, staff returned two weeks later to provide responses to those questions and additional information collected to give Council a better understanding of Initiative 2. With many questions still outstanding and new concerns coming to light at that time, the Council asked staff to return once more on August 5th, 2025. Following that to meet the Charter deadline of 30 days to act, the City Council scheduled a special meeting for Friday August 8th, 2025, where they would take final action.

This legislation recognizes that, within the Charter prescribed 30 days to review, there are still many unanswered that make it difficult to fully understand the full impacts of Initiative 2. Regardless of the outcome of the initiative, the concerns and questions raised about labor standards warrant further discussion and consideration. To support this work, Mayor Woodards is proposing the creation of a task force to examine labor standards, both identified in the Initiative and brought up by community feedback, and bring forward recommendations for future policy improvements to the City Council for consideration.



The task force shall review the following topic areas as brought forward in initiative 2 and highlights by community feedback to bring back recommendations to the City Council. These areas are intended to be areas of focus to scope in the Task Force's efforts, but is not limited to just the specific items brought up in Initiative 2:

1. Minimum Wage
2. Access to Hours
3. Predictable Schedules
4. Workplace safety

For the 15-member task force, each Council Member will nominate one person, preferably from their district, to ensure geographic and cultural diversity that represents the Tacoma community. The remaining seven members and two alternates shall be nominated by the Mayor with input from the Council, to represent business interests and community organizations and will strive to represent the following views that are not already included in Council nominations:

- Large, medium, and small businesses in various fields
- Local Chambers of Commerce
- Workforce Development Agencies
- Apprenticeship Programs
- Human Resource and Legal experts
- Union advocates
- Current minimum wage workers (unionized and non-unionized)
- Human resources experts
- Educational leaders (University, community, and technical college)
- Youth Voice
- Equity focused viewpoints (for example, disability, gender and orientation, racial)
- Cultural organizations

COMMUNITY ENGAGEMENT/ CUSTOMER RESEARCH:

We heard directly from a broad range of businesses, industry groups, and nonprofit organizations about the practical realities they may face in implementing labor standards identified in initiative 2. Many shared thoughtful concerns about how new requirements could impact their operations, particularly around compliance timelines, administrative capacity, and potential costs. This feedback influenced the decision to slow down and bring forward a more thoughtful approach to labor standards for Tacoma.

2025 STRATEGIC PRIORITIES:

Equity and Accessibility:

This legislation brings together diverse viewpoints to thoughtfully explore future legislation that advances a thriving economy by raising wages and expanding work hours for those most impacted by low-wage jobs. By reviewing options for prioritizing fair pay and fair scheduling, future policy can support income stability, reduces reliance on public assistance, and promotes greater access to housing, healthcare, and opportunity. It aligns with the City's commitment to equity and inclusion and helps build a more inclusive local economy.

Economy/Workforce: *Equity Index Score:* Moderate Opportunity

Increase the number of diverse livable wage jobs.

Increase the number of Tacoma households that have livable wage jobs within proximity to the city.



Civic Engagement: *Equity Index Score:* Moderate Opportunity

Increase the number of residents who participate civically through volunteering and voting.

Elected officials, boards, commissions, and volunteer leadership will reflect the diversity of the Tacoma community.

Increase the percentage of residents who believe they are able to have a positive impact on the community and express trust in the public institutions in Tacoma.

Explain how your legislation will affect the selected indicator(s).

This task force strengthens civic engagement by bringing together workers, employers, advocates, and community members to shape policies that directly affect their lives and livelihoods. It creates space for dialogue, builds trust in public processes, and ensures diverse voices are reflected in decision-making. By focusing on fair labor standards, the task force also helps create a stronger economy.

ALTERNATIVES:

Alternative(s)	Positive Impact(s)	Negative Impact(s)
1. Do not pass	Additional funds are available for future unbudgeted needs.	A diverse body for additional research and deliberation would not be established to better review various labor standards.
2. Amend to change task force focus or membership	Ensure various viewpoints are included and the focus of the task force meets the needs of the City Council.	Increasing or decreasing membership or scope could create a harder to manage task force process.

EVALUATION AND FOLLOW UP:

The Task Force will hold public meetings and will be supported by relevant staff. Regular reports can be given to the City Council ahead of their final recommendations. There will be opportunities for additional engagement with the Task Force to provide feedback and discussion items for consideration.

STAFF/SPONSOR RECOMMENDATION:

We recommend adoption of this resolution to establish a task force to explore new labor standards for Tacoma.

FISCAL IMPACT:

Fund Number & Name	COST OBJECT (CC/WBS/ORDER)	Cost Element	Total Amount
1. Council Contingency Fund	660000	Various	\$50,000
TOTAL			\$50,000



What Funding is being used to support the expense?

Council Contingency Fund

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

NO, PLEASE EXPLAIN BELOW

The Council Contingency Fund provides an established amount of funding each year for unbudgeted Council sponsored initiatives.

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

No

Will the legislation have an ongoing/recurring fiscal impact?

No

While the task force does not directly create ongoing fiscal obligations, future recommendations from the task force might.

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

No

While the task force does not directly create ongoing fiscal obligations, future recommendations from the task force might.

ATTACHMENTS:

- 2025-2026 Council Contingency Commitments

Contingency Commitments

	Funding Amount
2025	\$ 321,709.00
Resolution 41610	
Council Requested - Golden Gloves Sponsorship	\$ 10,000.00
Council Contingency fund expenditure of \$10,000 to support the 76 th Annual Golden Gloves Boxing Tournament in Tacoma.	
Substitute Ordinance 29002	
Grand Cinema Capital Campaign	\$ 50,000.00
Dedicate \$50,000 of the 2025-2026 Budget for Council Contingency to the Grand Cinema Capital Campaign for improvements to the Merlino Building.	
Substitute Ordinance 29002	
Rebuilding Hope Capital Campaign	\$ 25,000.00
Dedicate \$25,000 of the 2025-2026 Budget for Council Contingency for the Rebuilding Hope Capital Campaign.	
Resolution 41681	
Tacoma Porchfest	\$ 10,000.00
Council Contingency fund expenditure of \$10,000 to sponsor Tacoma Porchfest.	
Resolution 41968	
South Tacoma Green Blocks Program	\$ 15,000.00
Council Contingency Fund expenditure of \$15,000 to Supplement the \$30,000 South Tacoma Neighborhood Planning Booster funding to conduct a full green blocks-scale program in the South Tacoma Neighborhood.	
Resolution 41724	
Historical Society 2025 Destiny Dinner Sponsorship	\$ 10,000.00
Council Contingency Fund expenditure in the amount of \$10,000 to support the Tacoma Historical Society's 2025 Destiny Dinner.	
Resolution 41723	
BIPOC Health & Wellness Fair	\$ 5,000.00
A Council Contingency Fund expenditure in the amount of \$5,000 to support the 2025 BIPOC Health & Wellness Fair.	
To Council August 19, 2025	
Grit of Destiny Sponsorship	\$ 15,000.00
A Council Contingency Fund expenditure of \$15,000 for a "Grit of Destiny: City of Tacoma" Documentary	
To Council August 12, 2025	
	\$ 50,000.00
A Council Contingency Fund expenditure of \$50,000 for staffing and facilitation of the Tacoma Labor Standards Task Force.	
Starting Balance	\$ 321,709.00
Total Amount Allotted	\$ 190,000.00
Current Balance	\$ 131,709.00