



WEEKLY REPORT TO THE CITY COUNCIL

November 13, 2025

Members of the City Council
City of Tacoma, Washington

Dear Mayor and Council Members:

ITEMS OF INTEREST

1. **Council Member Bushnell** provides the attached **Council Action Memorandum** amending Title 1 of the Municipal Code to add a new section, TMC 1.12.157, regarding **Compensation of Public Utility Board Members** and amending section TMC 1.30.33 to exclude Public Utility Board Members from inclusion in the City's retirement program, **effective January 1, 2026**.

2. City-funded Temporary and Emergency Shelter Performance: The City posts weekly information about its Temporary and Emergency Shelter locations including current census, number of available beds, and exits to housing. **This information can be found at:** <https://cms.tacoma.gov/ncs/weeklydataupdate.pdf> and is updated weekly.

Pierce County Human Services also uses the Homeless Management Information System to report daily availability throughout Pierce County. This information can be found at: <https://www.piercecountywa.gov/8220/Homeless-Emergency-Shelter-Availability> and shows the available beds open at shelters and is updated Monday - Friday by 10:00 a.m.

3. Encampment Outreach: For the week of **November 3-7, 2025**, the HEAL team visited **21 locations**. This resulted in **49 (22 new, and 27 repeat)** individuals contacted and referred to community services; 4 individuals accepted shelter placement. This information can be found at: [HEAL Team Engagement Dashboard | Tacoma Open Data](#).
4. Tacoma Interim Police Chief Jackson provides the attached **Weekly Crime Report**.
5. Please see the attached City of Tacoma **Weekly Meeting Schedule**.
6. City Manager's Office Constituent Relations Analyst Karyssa Mathison provides the attached **Constituent Intake Report**.

7. Amy Clancy, Media and Communications Director shares the “**Good News**” below.

- **Your Initiative 1 Dollars at Work!** Sheridan Arterial Improvements Project – Phase 1 update. The City of Tacoma is continuing to make strong progress along Sheridan Avenue near Wapato Park.

- Paving between South 72nd & South 68th Streets is underway
- Stormwater work is wrapping up between South 68th and South 64th Streets
- Water main installation is underway with expected completion by November 14, 2025.
- You may also start seeing topsoil and tree installation begin soon.

A road closure remains in place from South 68th to South 64th to keep crews working efficiently and safely. When finished, this project will bring:

- A safer walking and biking connection to Wapato Park
- New sidewalk and a shared-use path
- Narrowed lanes for calmer speeds
- Upgraded underground utilities

Learn more about this project at <https://tacoma.gov/project/sheridan-arterial-improvements-project-phase-1/>. Stay updated: Subscribe to The Work Zone at

https://public.govdelivery.com/accounts/WATACOMA/subscriber/new?topic_id=WATACOMA_280.

- **Rain + Leaves = Clogged Storm Drains and Flooded Streets.** The City's street sweepers are busy responding to areas with the greatest need - but you can help prevent street flooding by:
 - Keeping storm drains in your neighborhood clear of leaves and debris
 - Making it official and signing up for our adopt a storm drain program (you get free cleanup tools, safety gear, and a yard sign to let all your neighbors know what a hero you are) at: tacoma.gov/adoptadrain.
 - Making a Special Street Sweeper Request through Tacoma FIRST 311, our one stop shop to request City services at tacoma.gov/tacomafirst311. Learn more about street sweeping in Tacoma at: tacoma.gov/streetsweeping.
- Need a helping hand? Find local resources if you or someone you know is facing uncertainty during these challenging times. Want to lend a hand? Find ways to support our community and help our neighbors in need. All this and more at: <https://tacoma.gov/services/community-resources/>.

- There is one week left to take our online survey and let us know what professional skills, leadership qualities, and experience you'd like to see in Tacoma's next City Manager. Provide your feedback by November 14, 2025 at: tacoma.gov/cmrecruitment.
- With the recent loss of benefits impacting many children in our community, the Tacoma Police Department is partnering with local organizations and volunteers to launch a new initiative dedicated to feeding Tacoma's youth. Each week, we'll provide brown-bag meals for students as they head home from school, because no child should go hungry. Our first event:

Mann Elementary School (1002 S. 52nd Street, Tacoma, WA 98408) , meal distribution begins at 3:00 p.m. We're collecting pre-packaged, store-bought, non-refrigerated items such as:

- Uncrustables sandwiches
- Small jars of peanut butter & jelly
- Granola bars, Pop-Tarts, oatmeal packets
- Craisins, gummy snacks, chips, crackers
- Juice boxes, bottled water, non-perishable milk
- Cup-O-Noodles or Top Ramen
- Fruit with hard skins (apples, oranges, bananas)

Please do not include:

- Homemade foods
- Cut or sliced fruit from home
- Fruit with soft skin (berries)
- Milk or items requiring refrigeration
- Frozen foods

If your organization or you as an individual would like to help, please reach out to Bervin Smith at bsmith7@tacoma.gov. Together, we can make sure Tacoma's kids are fed. Let's come together, Tacoma, one meal at a time.

- Last week, the Seattle Police Department notified Tacoma officers that a stolen micro-bully named Buddy was believed to be in Tacoma. Officers located Buddy and brought him safely to The Humane Society for Tacoma & Pierce County. There, the staff used a chip reader to confirm his identity and helped reunite Buddy with his owner. Sometimes police work means helping reunite a family — four paws at a time!
- The Tacoma Fire Department has tallied its October call count for you ([Facebook](#))! In October, TFD responded to: 269 Fires, 3,281 EMS calls, 727 Other calls, and 4,277 total calls.

- Once upon a time, back in the 1990s, TFD produced its own show with Lakewood FD (now West Pierce Fire & Rescue) to discuss recent incidents that served as an opportunity for training, learning, and further discussion. Bob Bronoske (Lakewood FD) and R.P. Wallace (TFD) hosted the TV news-style show. For #ThrowbackThursday, we bring you a shortened clip of the "cold open" or introduction of an episode from 1992 <https://www.facebook.com/share/v/1am4BYMyAV/>.

STUDY SESSION / WORK SESSION

8. **The City Council Study Session of Tuesday, November 18, 2025, will be conducted as a hybrid meeting.** This meeting can be attended in-person at the Tacoma Municipal Building, Council Chambers, located at 747 Market Street on the 1st floor or be heard by dialing (253) 215 – 8782 or through Zoom at: www.zoom.us/j/89496171192 and entering the meeting ID 894 9617 1192; passcode 89659 when prompted. This meeting will be broadcast on TV Tacoma.

Discussion items will include: (1) **Tacoma 2035 Ten-Year Strategic Plan**; (2) **Other Items of Interest – Council Consideration Requests**; (3) **Committee Reports**; (4) **Agenda Review & City Manager’s Weekly Report**; (5) **Executive Session – Pending Litigation**.

On our first agenda item, staff from the Center for Strategic Priorities will present an update on the work from the Center for Strategic Priorities, focusing on the development of the City Tacoma 2035 Ten-Year Strategic Plan.

Under other items of Interest, the following items will be discussed:

- **Council Consideration Request:** Rules of Procedure Changes - A Resolution amending the rules of procedure of the Council of the City of Tacoma [Mayor Woodards]
- **Council Consideration Request:** Amending Chapter 1.100 of the Municipal Code, Landlord Fairness Code Initiative [Council Member Rumbaugh]
- **Council Consideration Request:** Cancelling the Fund Allocation for a Labor Standards Task Force [Mayor Woodards]
- **Council Consideration Request:** Support for “Holiday on Broadway” and Downtown Revitalization Efforts [Mayor Woodards]
- **Council Consideration Request:** Sister Cities Sign Installation [Mayor Woodards]
- **Council Consideration Request:** Tacoma Rescue Mission’s Youth Program - A Council Contingency Fund Expenditure of \$10,000 to support “expand services,” for the Tacoma Rescue Mission’s youth program [Deputy Mayor Daniels]

9. The updated **Tentative City Council Forecast and Consolidated Standing Committee Calendars** are attached for your information.

MARK YOUR CALENDARS

10. You are invited to the below events:

- Tacoma Tree Foundation - State of the Urban Forest: **November 13, 2025, 7:00 – 9:00 p.m., University of Washington Tacoma, T Milgard Hall, 1900 Commerce Street, Suite 325, Tacoma, WA 98402**). María Teresa Gámez, Language Access Coordinator, will participate in the State of the Urban Forest event to share how our diverse communities are contributing to efforts to increase Tacoma’s tree canopy.
- Planning and Development – Picture Pac Ave Open House: **November 15, 2025, 2:00 – 4:00 p.m., Tacoma Public Library Moore Branch, 215 South 56th Street, Tacoma, WA 98408**. This will be an opportunity to learn about Draft versions of the Subarea Plan and Environmental Review and to speak with City staff about your questions, comments, vision, and concerns for the future of the Pacific Avenue Corridor. Language Ambassadors will be on site to help with translation and expand participation to more of the community.
- Tacoma Dome Transgender Day of Remembrance Flag Raising: **November 20, 2025, Tacoma Dome, 2727 East D Street Tacoma, WA 98421, 9:30 a.m. in [G-Lot](#)**. We are honored to invite our local and state leaders to join us for the first annual Transgender Day of Remembrance Flag Raising at the Tacoma Dome. Tacoma currently has the only stadium in the country to raise the Trans Pride flag — a powerful symbol of visibility, remembrance, and community care. As Tacoma continues to lead the nation in trans visibility, we are proud to share this moment with our Tacoma, Pierce County, and Washington State leaders who stand beside us in building a more inclusive and compassionate future.
- Tacoma Police Department & Friends Thanksgiving Turkey Giveaway: The Tacoma Police Department is partnering with local businesses to provide FREE turkeys and sides during Thanksgiving at **3 drive thru only locations** (while supplies last). Families can pick up the turkeys and sides at the listed locations (one turkey per vehicle:
 - Tacoma Dome – 2027 East D Street, Tacoma, WA 98421 | Tuesday, November 18, 2025, 11:00 a.m. until supplies are gone.
 - Eastside Community Center – 1721 East 56th Street, Tacoma, WA 98404 | Saturday, November 22, 2025, 10:00 a.m. until supplies are gone.
 - People’s Community Center – 1602 Martin Luther King Jr. Way, Tacoma, WA 98405 | Monday, November 24, 2025, 6:00 p.m. until supplies are gone.

- The Tacoma Police Department (TPD) is happy to once the will again be partnering with Seldens to collect new coats/winter gear for children. **You can drop those items off at any Seldens showroom or Tacoma Police Department's headquarters, located at 3701 South Pine Street.** TPD is accepting donations until Sunday, November 30, 2025, and can be dropped off in the marked barrels located in the foyer at the Tacoma Police Department headquarters.

Sincerely,

A handwritten signature in black ink, appearing to read 'Hyun Kim', is written over a light gray grid background.

Hyun Kim
Interim City Manager

HK: ram



City of Tacoma

City Council Action Memorandum

TO: Hyun Kim, Interim City Manager
FROM: Council Member Joe Bushnell and Senior Council Policy Analyst Lynda Foster
COPY: City Clerk and City Council
SUBJECT: Ordinance – Public Utility Board Stipends – November 18, 2025
DATE: November 5, 2025

SUMMARY AND PURPOSE:

An ordinance amending Title 1 of the Municipal Code to add a new section, TMC 1.12.157, regarding Compensation of Public Utility Board Members, and amending section TMC 1.30.300 to exclude Public Utility Board Members from inclusion in the City's retirement program, effective January 1, 2026.

COUNCIL SPONSORS:

Mayor Woodards, Council Member Joe Bushnell, and Council Member Walker

BACKGROUND:

This Department's Recommendation is Based On:

This ordinance will establish an annual stipend of \$19,152 per year to Public Utility Board Members, provided as a monthly stipend of \$1,596.

Section 4.8 of the City Charter outlines the Public Utility Board to be composed of five members, appointed by the Mayor and confirmed by the City Council. Resolution outlines an interview process through the City Council Government Performance and Finance Committee.

The duties of the Public Utility Board are outlined in TMC 1.06.490 and the City Charter. The Tacoma Public Utility Board holds significant responsibility in overseeing essential services that impact nearly every household and business in the region, including the management and strategic direction of Tacoma Power, Tacoma Water, and Tacoma Rail. Board members are tasked with making complex, high-stakes decisions about multi-million-dollar budgets, infrastructure investments, environmental stewardship, rate structures, and long-term planning that directly affect the well-being and economic stability of the community. Due to the magnitude of these responsibilities, PUB members are expected to engage in high-level oversight involving technical, financial, environmental, and policy issues that significantly affect the quality of life and economic vitality of the region. This sets the PUB apart from other CBCs and underscores the need for board members with professional-level expertise and the capacity to manage complex strategic decisions for a multi-utility public agency.

The stipend amount is an average of reviewed Boards/Commissions that do similar work:

- Commissioners of public utility districts receive \$1,800 per month (WAPUDA is comparable to the PUB's body of work)
- Parks Tacoma commission members receive \$1,288 per month (Parks Tacoma is an example of a local stipend)
- Peninsula Light Company receives \$1700 a month (PUD serving the Gig Harbor area. 32,000 electric customers, compared to our 180,000)

COMMUNITY ENGAGEMENT/ CUSTOMER RESEARCH:

Recruitment efforts to bring in volunteers of different backgrounds to the Public Utility Board have daylighted barriers to volunteering. People who would have been valuable, qualified applicants have informed Council Members they'd be unable to take on a time-consuming role without additional support.

2025 STRATEGIC PRIORITIES:

Equity and Accessibility: (Mandatory)

Socio-economic barriers are challenges rooted in an individual's financial and social circumstances that limit their ability to



participate in activities such as volunteering. These obstacles are particularly prevalent in communities where systemic inequities, like poverty or a lack of access to resources, exist. These barriers disproportionately affect people of color, immigrants, and other marginalized communities.

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

Increase the number of infrastructure projects and improvements that support existing and new business developments.
Increase positive public perception related to the Tacoma economy.

Civic Engagement: *Equity Index Score:* Moderate Opportunity

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

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

Given this level of responsibility, serving on the Utility Board is far more than a ceremonial role. It requires a deep time commitment, ongoing study of technical and regulatory issues, and frequent engagement with staff and stakeholders to make informed decisions in the public interest. Without financial stipends, we risk limiting service on the board to only those with the economic privilege to volunteer their time without compensation. To ensure the Board reflects the full diversity and lived experiences of Tacoma's ratepayers, we must create equitable pathways for participation. Offering stipends honors the seriousness of the role, reduces economic barriers to service, and helps build a more inclusive, representative board capable of stewarding our public utilities with accountability, transparency, and fairness.

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)
1. Compare compensation to alternative Boards/Commissions	Could allow us to tailor compensation to match industry practices	May shift the review to less comparable volunteer positions.
2. Take no action	Preserve resources for other priorities	Limit support for a key volunteer role
3. Provide stipends for a broader range of Committee, Board, and Commission volunteers	Reduce barriers to volunteer participation across City priority areas	Limited financial resources available

EVALUATION AND FOLLOW UP:

Further discussion and review of PUB stipends should occur as part of the Government Performance and Finance Committee's regular review of TPU rates.

STAFF/SPONSOR RECOMMENDATION:

Sponsors recommend passing this proposed Ordinance and providing stipends to PUB members.



City of Tacoma

City Council Action Memorandum

FISCAL IMPACT:

Fund Number & Name	COST OBJECT (CC/WBS/ORDER)	Cost Element	Total Amount
1. 575100 – Director’s	75000001		\$95,760
2.			
TOTAL			\$95,760

What Funding is being used to support the expense?

Funding for this proposal would come from the TPU budget. This expense is accounted for in TPU’s current budget.

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

YES

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:

N/A



Citywide Weekly Briefing for 03 November 2025 to 09 November 2025

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Offense Breakdown	7 Days		28 Days		Year to Date		7 Days	28 Days	YTD
	03-Nov-2024	03-Nov-2025	13-Oct-2024	13-Oct-2025	01-Jan-2024	01-Jan-2025			
	09-Nov-2024	09-Nov-2025	09-Nov-2024	09-Nov-2025	09-Nov-2024	09-Nov-2025			
Persons	86	62	344	279	3835	3584	27.9% ▼	18.9% ▼	6.5% ▼
Assault	76	56	305	250	3464	3221	26.3% ▼	18.0% ▼	7.0% ▼
Homicide (doesn't include Negligent/Justifiable)	0	1	2	2	20	22	NC	0.0%	10.0% ▲
Kidnapping/Abduction	1	1	7	11	92	83	0.0%	57.1% ▲	9.8% ▼
Sex Offenses, Forcible	9	4	30	16	257	258	55.6% ▼	46.7% ▼	0.4% ▲
Property	354	183	1566	948	17455	12422	48.3% ▼	39.5% ▼	28.8% ▼
Arson	2	2	5	9	98	89	0.0%	80.0% ▲	9.2% ▼
Burglary/Breaking and Entering	34	11	136	92	1343	1056	67.6% ▼	32.4% ▼	21.4% ▼
Counterfeiting/Forgery	1	1	4	2	52	38	0.0%	50.0% ▼	26.9% ▼
Destruction/Damage/Vandalism of Property	86	48	423	254	4733	3392	44.2% ▼	40.0% ▼	28.3% ▼
Fraud	16	4	42	36	549	480	75.0% ▼	14.3% ▼	12.6% ▼
Larceny/Theft	162	81	713	417	7276	5260	50.0% ▼	41.5% ▼	27.7% ▼
Motor Vehicle Theft	34	18	183	93	2703	1552	47.1% ▼	49.2% ▼	42.6% ▼
Robbery	11	16	31	33	366	305	45.5% ▲	6.5% ▲	16.7% ▼
Stolen Property	5	2	17	7	265	177	60.0% ▼	58.8% ▼	33.2% ▼
Society	22	13	87	64	624	858	40.9% ▼	26.4% ▼	37.5% ▲
Drug/Narcotic	17	12	62	51	367	569	29.4% ▼	17.7% ▼	55.0% ▲
Pornography/Obscene Material	0	0	1	1	13	26	0.0%	0.0%	100.0% ▲
Prostitution	0	0	0	0	4	12	0.0%	0.0%	200.0% ▲
Weapon Law Violations	5	1	24	12	240	251	80.0% ▼	50.0% ▼	4.6% ▲
Citywide Totals	462	258	1997	1291	21914	16864	44.2% ▼	35.4% ▼	23.0% ▼

NC = Noncalculable

Last 7 Days

Notes:

- There was 1 Homicide offense during the last 7 days.
- 71.4% (40/56) of the Assaults were coded Simple Assault.
- There were 35 DV-related offenses.
- 80.0% (28/35) of the DV-related offenses were Persons.
- 46.4% (26/56) of the Assaults were DV-related.
- DV-related Offenses: 54 ≥ 35
- There were no Gang-Related offense(s) during the last 7 days.
- Theft from Motor Vehicle: 57 ≥ 28

Top 5 Locations - Compared to last year

- 4502 S Steele St: 13 ≥ 12
- 315 Martin Luther King Jr Way: 2 ≥ 4
- 1302 S 38th St: 2 ≥ 4
- 815 S 9th St: 0 ≥ 4
- S Wright Ave & Chandler St: 0 ≥ 3
- 518 S 7th St: 0 ≥ 3
- 802 N Laurel Ln: 0 ≥ 3
- There were 2 additional locations with 3.

Top 5 Offense Locations - Compared to last year

- Parking Lot: 69 ≥ 42
- Apartment: 43 ≥ 40
- Single Family Residence: 97 ≥ 38
- Street/Right Of Way: 76 ≥ 34
- Other Business: 24 ≥ 15



Sector 1 Weekly Briefing for 03 November 2025 to 09 November 2025

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Offense Breakdown	7 Days		28 Days		Year to Date		7 Days	28 Days	YTD
	03-Nov-2024	03-Nov-2025	13-Oct-2024	13-Oct-2025	01-Jan-2024	01-Jan-2025			
	09-Nov-2024	09-Nov-2025	09-Nov-2024	09-Nov-2025	09-Nov-2024	09-Nov-2025			
Persons	20	15	97	78	998	913	25.0%▼	19.6%▼	8.5%▼
Assault	17	13	79	70	885	804	23.5%▼	11.4%▼	9.2%▼
Homicide (doesn't include Negligent/Justifiable)	0	0	1	0	7	4	0.0%	100.0%▼	42.9%▼
Kidnapping/Abduction	1	0	5	4	31	23	100.0%▼	20.0%▼	25.8%▼
Sex Offenses, Forcible	2	2	12	4	75	82	0.0%	66.7%▼	9.3%▲
Property	83	64	397	298	4759	3736	22.9%▼	24.9%▼	21.5%▼
Arson	0	1	1	5	46	29	NC	400.0%▲	37.0%▼
Burglary/Breaking and Entering	8	3	32	27	370	331	62.5%▼	15.6%▼	10.5%▼
Counterfeiting/Forgery	0	0	0	1	3	5	0.0%	NC	66.7%▲
Destruction/Damage/Vandalism of Property	22	17	133	97	1625	1227	22.7%▼	27.1%▼	24.5%▼
Fraud	4	3	8	10	80	117	25.0%▼	25.0%▲	46.3%▲
Larceny/Theft	36	29	168	114	1824	1412	19.4%▼	32.1%▼	22.6%▼
Motor Vehicle Theft	8	6	41	32	651	464	25.0%▼	22.0%▼	28.7%▼
Robbery	3	5	6	7	97	83	66.7%▲	16.7%▲	14.4%▼
Stolen Property	1	0	3	2	44	51	100.0%▼	33.3%▼	15.9%▲
Society	6	4	31	13	143	199	33.3%▼	58.1%▼	39.2%▲
Drug/Narcotic	5	4	25	12	87	137	20.0%▼	52.0%▼	57.5%▲
Pornography/Obscene Material	0	0	0	0	3	3	0.0%	0.0%	0.0%
Prostitution	0	0	0	0	1	5	0.0%	0.0%	400.0%▲
Weapon Law Violations	1	0	6	1	52	54	100.0%▼	83.3%▼	3.8%▲
Sector Totals	109	83	525	389	5900	4848	23.9%▼	25.9%▼	17.8%▼

NC = Noncalculable

Last 7 Days

Notes:

- There were no Homicide offense(s) during the last 7 days.
- 53.8% (7/13) of the Assaults were coded Simple Assault.
- There were 6 DV-related offenses.
- 66.7% (4/6) of the DV-related offenses were Persons.
- 30.8% (4/13) of the Assaults were DV-related.
- DV-related Offenses: 13 ▾ 6
- There were no Gang-Related offense(s) during the last 7 days.
- Theft from Motor Vehicle: 15 ▾ 14

Top 5 Locations - Compared to last year

- 815 S 9th St: 0 ↗ 4
- 518 S 7th St: 0 ↗ 3
- 1613 S Hosmer St: 0 ↗ 3
- 2506 S I St: 0 ↗ 2
- 1942 Fawcett Ave: 0 ↗ 2
- 1149 Market St: 1 ↗ 2
- 1933 Dock St: 0 ↗ 2
- There were 15 additional locations with 2.

Top 5 Offense Locations - Compared to last year

- Street/Right Of Way: 28 ▾ 18
- Apartment: 7 ↗ 15
- Parking Lot: 17 ▾ 8
- Single Family Residence: 17 ▾ 7
- Private Vehicle: 0 ↗ 6



Sector 2 Weekly Briefing for 03 November 2025 to 09 November 2025

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	09-Nov-2024	09-Nov-2025	09-Nov-2024	09-Nov-2025	09-Nov-2024	09-Nov-2025			
Persons	22	7	71	43	948	792	68.2%▼	39.4%▼	16.5%▼
Assault	17	7	63	40	846	714	58.8%▼	36.5%▼	15.6%▼
Homicide (doesn't include Negligent/Justifiable)	0	0	0	0	2	5	0.0%	0.0%	150.0%▲
Kidnapping/Abduction	0	0	0	0	22	11	0.0%	0.0%	50.0%▼
Sex Offenses, Forcible	5	0	8	3	77	62	100.0%▼	62.5%▼	19.5%▼
Property	99	38	398	229	4711	3051	61.6%▼	42.5%▼	35.2%▼
Arson	1	1	2	1	19	15	0.0%	50.0%▼	21.1%▼
Burglary/Breaking and Entering	9	4	36	22	308	233	55.6%▼	38.9%▼	24.4%▼
Counterfeiting/Forgery	0	1	2	1	18	7	NC	50.0%▼	61.1%▼
Destruction/Damage/Vandalism of Property	26	7	107	58	1279	853	73.1%▼	45.8%▼	33.3%▼
Fraud	8	1	15	9	184	128	87.5%▼	40.0%▼	30.4%▼
Larceny/Theft	43	18	177	112	2041	1313	58.1%▼	36.7%▼	35.7%▼
Motor Vehicle Theft	9	3	48	18	746	405	66.7%▼	62.5%▼	45.7%▼
Robbery	2	2	7	6	70	60	0.0%	14.3%▼	14.3%▼
Stolen Property	0	1	1	1	29	20	NC	0.0%	31.0%▼
Society	0	0	6	10	78	63	0.0%	66.7%▲	19.2%▼
Drug/Narcotic	0	0	1	6	41	24	0.0%	500.0%▲	41.5%▼
Pornography/Obscene Material	0	0	1	1	2	4	0.0%	0.0%	100.0%▲
Prostitution	0	0	0	0	0	0	0.0%	0.0%	0.0%
Weapon Law Violations	0	0	4	3	35	35	0.0%	25.0%▼	0.0%
Sector Totals	121	45	475	282	5737	3906	62.8%▼	40.6%▼	31.9%▼

NC = Noncalculable

Last 7 Days

Notes:

- There were no Homicide offense(s) during the last 7 days.
- 57.1% (4/7) of the Assaults were coded Simple Assault.
- There were 3 DV-related offenses.
- 100.0% (3/3) of the DV-related offenses were Persons.
- 42.9% (3/7) of the Assaults were DV-related.
- DV-related Offenses: 15 ↘ 3
- There were no Gang-Related offense(s) during the last 7 days.
- Theft from Motor Vehicle: 17 ↘ 4

Top 5 Locations - Compared to last year

- 315 Martin Luther King Jr Way: 2 ↗ 4
- 802 N Laurel Ln: 0 ↘ 3
- 317 Martin Luther King Jr Way: 2 ↔ 2
- 1007 N M St: 0 ↗ 2
- 705 N G St: 0 ↗ 2
- 3320 S 23rd St: 0 ↗ 2
- 3917 N 35th St: 0 ↗ 2

Top 5 Offense Locations - Compared to last year

- Single Family Residence: 33 ↘ 9
- Apartment: 19 ↘ 7
- Street/Right Of Way: 10 ↘ 7
- Parking Lot: 13 ↘ 4
- Alley: 1 ↗ 3



Sector 3 Weekly Briefing for 03 November 2025 to 09 November 2025

The data is not National Incident Based Reporting System (NIBRS) compliant. Do not compare the results with any report using that standard. The data is dynamic and is subject to change and/or revision. The number of distinct offenses listed on a report are counted. This does not represent reports or individuals. All data is compared to last year for the same number of days or date range. Small numbers may cause large percent increases and decreases. Beginning 1 October 2022, there was a change in how TPD reports certain Aggravated Assaults and Destruction offenses.

Offense Breakdown	7 Days		28 Days		Year to Date		7 Days	28 Days	YTD
	03-Nov-2024	03-Nov-2025	13-Oct-2024	13-Oct-2025	01-Jan-2024	01-Jan-2025			
	09-Nov-2024	09-Nov-2025	09-Nov-2024	09-Nov-2025	09-Nov-2024	09-Nov-2025			
Persons	17	23	71	69	849	873	35.3%▲	2.8%▼	2.8%▲
Assault	16	22	63	60	778	782	37.5%▲	4.8%▼	0.5%▲
Homicide (doesn't include Negligent/Justifiable)	0	1	1	1	2	5	NC	0.0%	150.0%▲
Kidnapping/Abduction	0	0	1	3	18	20	0.0%	200.0%▲	11.1%▲
Sex Offenses, Forcible	1	0	6	5	50	66	100.0%▼	16.7%▼	32.0%▲
Property	93	44	452	226	4358	2894	52.7%▼	50.0%▼	33.6%▼
Arson	1	0	1	0	16	16	100.0%▼	100.0%▼	0.0%
Burglary/Breaking and Entering	9	3	28	22	340	212	66.7%▼	21.4%▼	37.6%▼
Counterfeiting/Forgery	1	0	2	0	17	17	100.0%▼	100.0%▼	0.0%
Destruction/Damage/Vandalism of Property	17	11	105	53	986	696	35.3%▼	49.5%▼	29.4%▼
Fraud	3	0	11	6	153	117	100.0%▼	45.5%▼	23.5%▼
Larceny/Theft	48	21	243	111	2006	1425	56.3%▼	54.3%▼	29.0%▼
Motor Vehicle Theft	7	3	47	20	647	296	57.1%▼	57.4%▼	54.3%▼
Robbery	5	5	8	10	90	62	0.0%	25.0%▲	31.1%▼
Stolen Property	2	1	6	3	88	33	50.0%▼	50.0%▼	62.5%▼
Society	6	4	20	16	179	224	33.3%▼	20.0%▼	25.1%▲
Drug/Narcotic	3	4	11	14	107	145	33.3%▲	27.3%▲	35.5%▲
Pornography/Obscene Material	0	0	0	0	4	18	0.0%	0.0%	350.0%▲
Prostitution	0	0	0	0	0	3	0.0%	0.0%	NC
Weapon Law Violations	3	0	9	2	68	58	100.0%▼	77.8%▼	14.7%▼
Sector Totals	116	71	543	311	5386	3991	38.8%▼	42.7%▼	25.9%▼

NC = Noncalculable

Last 7 Days

Notes:

- There was 1 Homicide offense during the last 7 days.
- 81.8% (18/22) of the Assaults were coded Simple Assault.
- There were 12 DV-related offenses.
- 83.3% (10/12) of the DV-related offenses were Persons.
- 40.9% (9/22) of the Assaults were DV-related.
- DV-related Offenses: 7 ↗ 12
- There were no Gang-Related offense(s) during the last 7 days.
- Theft from Motor Vehicle: 14 ↘ 5

Top 5 Locations - Compared to last year

- 4502 S Steele St: 13 ↘ 12
- S Wright Ave & Chandler St: 0 ↗ 3
- 3202 S Mason Ave: 1 ↗ 3
- 4602 Center St: 0 ↗ 2
- 4013 S Puget Sound Ave: 0 ↗ 2
- 4525 S Warner St: 0 ↗ 2
- 4102 S 56th St: 0 ↗ 2
- There were 7 additional locations with 2.

Top 5 Offense Locations - Compared to last year

- Parking Lot: 26 ↘ 21
- Apartment: 2 ↗ 12
- Other Business: 14 ↘ 7
- Single Family Residence: 14 ↘ 5
- Street/Right Of Way: 15 ↘ 4



Sector 4 Weekly Briefing for 03 November 2025 to 09 November 2025

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Offense Breakdown	7 Days		28 Days		Year to Date		7 Days	28 Days	YTD
	03-Nov-2024	03-Nov-2025	13-Oct-2024	13-Oct-2025	01-Jan-2024	01-Jan-2025			
	09-Nov-2024	09-Nov-2025	09-Nov-2024	09-Nov-2025	09-Nov-2024	09-Nov-2025			
Persons	27	17	105	89	1038	1004	37.0%▼	15.2%▼	3.3%▼
Assault	26	14	100	80	953	919	46.2%▼	20.0%▼	3.6%▼
Homicide (doesn't include Negligent/Justifiable)	0	0	0	1	9	8	0.0%	NC	11.1%▼
Kidnapping/Abduction	0	1	1	4	21	29	NC	300.0%▲	38.1%▲
Sex Offenses, Forcible	1	2	4	4	55	48	100.0%▲	0.0%	12.7%▼
Property	79	37	319	195	3626	2740	53.2%▼	38.9%▼	24.4%▼
Arson	0	0	1	3	17	29	0.0%	200.0%▲	70.6%▲
Burglary/Breaking and Entering	8	1	40	21	325	280	87.5%▼	47.5%▼	13.8%▼
Counterfeiting/Forgery	0	0	0	0	14	9	0.0%	0.0%	35.7%▼
Destruction/Damage/Vandalism of Property	21	13	78	46	843	616	38.1%▼	41.0%▼	26.9%▼
Fraud	1	0	8	11	132	118	100.0%▼	37.5%▲	10.6%▼
Larceny/Theft	35	13	125	80	1404	1109	62.9%▼	36.0%▼	21.0%▼
Motor Vehicle Theft	10	6	47	23	659	387	40.0%▼	51.1%▼	41.3%▼
Robbery	1	4	10	10	109	100	300.0%▲	0.0%	8.3%▼
Stolen Property	2	0	7	1	104	73	100.0%▼	85.7%▼	29.8%▼
Society	10	5	30	25	224	372	50.0%▼	16.7%▼	66.1%▲
Drug/Narcotic	9	4	25	19	132	263	55.6%▼	24.0%▼	99.2%▲
Pornography/Obscene Material	0	0	0	0	4	1	0.0%	0.0%	75.0%▼
Prostitution	0	0	0	0	3	4	0.0%	0.0%	33.3%▲
Weapon Law Violations	1	1	5	6	85	104	0.0%	20.0%▲	22.4%▲
Sector Totals	116	59	454	309	4888	4116	49.1%▼	31.9%▼	15.8%▼

NC = Noncalculable

Last 7 Days

Notes:

- There were no Homicide offense(s) during the last 7 days.
- 78.6% (11/14) of the Assaults were coded Simple Assault.
- There were 14 DV-related offenses.
- 78.6% (11/14) of the DV-related offenses were Persons.
- 71.4% (10/14) of the Assaults were DV-related.
- DV-related Offenses: 19 ≥ 14
- There were no Gang-Related offense(s) during the last 7 days.
- Theft from Motor Vehicle: 11 ≥ 5

Top 5 Locations - Compared to last year

- 1302 S 38th St: 2 ↗ 4
- 3713 S L St: 0 ↗ 2
- 1302 E 40th St: 0 ↗ 2
- 1707 E 61st St: 0 ↗ 2
- 5901 E Q St: 0 ↗ 2
- 5516 E Portland Ave: 0 ↗ 2
- 811 E Morton St: 0 ↗ 2
- There were 4 additional locations with 2.

Top 5 Offense Locations - Compared to last year

- Single Family Residence: 33 ≥ 17
- Parking Lot: 13 ≥ 9
- Driveway: 2 ↗ 7
- Apartment: 15 ≥ 6
- Street/Right Of Way: 23 ≥ 5



MEETINGS FOR THE WEEK OF NOVEMBER 17, 2025 THROUGH NOVEMBER 21, 2025

TIME	MEETING	LOCATION
MONDAY, NOVEMBER 17, 2025		
NO MEETINGS SCHEDULED		
TUESDAY, NOVEMBER 18, 2025		
9:00 AM	Hearing Examiner's Hearing*	747 Market St., Municipal Bldg., Council Chambers Visit https://tacoma.gov/hearingexaminer
10:00 AM	Government Performance and Finance Committee – Change of Location	747 Market St., Municipal Bldg., Conf. Rm. 243 Join Zoom Meeting at https://zoom.us/j/84416690206 Telephonic: Dial 253-215-8782 Meeting ID: 844 1669 0206 Passcode: 614650
11:15 AM	Bid Opening**	3628 S. 35th St., Public Utilities Bldg., ABN-M1 Join Zoom Meeting at: https://zoom.us/j/88402680573 Telephonic: Dial 253-215-8782 Meeting ID: 884 0268 0573 Passcode: 070737 Visit www.tacomapurchasing.org
NOON	City Council Study Session	747 Market St., Municipal Bldg., Council Chambers Join Zoom Meeting at: https://zoom.us/j/89496171192 Telephonic: Dial 253-215-8782 Meeting ID: 894 9617 1192 Passcode: 896569
5:00 PM	City Council Meeting	747 Market St., Municipal Bldg., Council Chambers Join Zoom Meeting at: https://zoom.us/j/84834233126 Telephonic: Dial 253-215-8782 Meeting ID: 848 3423 3126 Passcode: 349099
WEDNESDAY, NOVEMBER 19, 2025		
7:30 AM	Equity in Contracting Advisory Committee	747 Market St., Municipal Bldg., Conf. Rm. 243 Join Zoom Meeting at: http://zoom.us/j/93921755135 Telephonic: Dial 253-215-8782 Meeting ID: 939 2175 5135 Passcode: 959442
9:00 AM	Unfit Building Hearings****	747 Market St., Municipal Bldg., Council Chambers Contact Code Compliance at 253-591-5049
2:00 PM	Tacoma Permit Advisory Group	747 Market St., Municipal Bldg., Conf. Rm. 243 Join Zoom Meeting at: https://zoom.us/j/83142338104 Telephonic: Dial 253-215-8782 Meeting ID: 831 4233 8104 Passcode: 193952
4:00 PM	City Events and Recognitions Committee	747 Market St., Municipal Bldg., Conf. Rm. 248 Join Zoom Meeting at: https://zoom.us/j/87320156844 Telephonic: Dial 253-215-8782 Meeting ID: 873 2015 6844
5:00 PM	Planning Commission	747 Market St., Municipal Bldg., Council Chambers Join Zoom Meeting at: https://zoom.us/j/84416624153 Telephonic: Dial 253-215-8782 Meeting ID: 844 1662 4153 Contact Stephen Atkinson at 253-905-4146
5:30 PM	Tacoma Public Library Board of Trustees	Main Branch, 1102 Tacoma Avenue South Visit https://tacomalibrary.org/board-of-trustees/
5:30 PM	Joint Transportation Commission and Bicycle Pedestrian Technical Advisory Group	747 Market St., Municipal Bldg., Conf. Rm. 243 Join Zoom Meeting at: https://zoom.us/j/82666348811 Telephonic: Dial 253-215-8782 Meeting ID: 826 6634 8811

THURSDAY, NOVEMBER 20, 2025

7:30 AM	Tacoma Community Redevelopment Authority Board	747 Market St., Municipal Bldg., Conf. Rm. 248 Join Zoom Meeting at: https://zoom.us/j.84447211773 Telephonic: Dial 253-215-8782 Meeting ID: 844 4721 1773 Passcode: 970091
9:00 AM	Hearing Examiner's Hearing*	747 Market St., Municipal Bldg., Council Chambers Visit https://tacoma.gov/hearingexaminer
5:00 PM	Climate and Sustainability Commission	747 Market St., Municipal Bldg., Conf. Rm. 248 Join Zoom Meeting at: https://zoom.us/j/96320674154 Telephonic: Dial 253-215-8782 Meeting ID: 963 2067 4154 Passcode: 638370 Contact Kristin Lynett at 253-591-5571
5:30 PM	Urban Design Board	747 Market St., Municipal Bldg., Conf. Rm. 243 Join Zoom Meeting at: https://zoom.us/j/82923259724 Telephonic: Dial 253-215-8782 Meeting ID: 829 2325 9724 Contact Stephen Antupit at 253-381-5195

FRIDAY, NOVEMBER 21, 2025

NO MEETINGS SCHEDULED



Meeting sites are accessible to people with disabilities. People with disabilities requiring special accommodations should contact the appropriate department(s) 48 hours prior to the meeting time.

* Hearing Examiner's Hearings and Local Improvement District Meetings meet on an as-needed basis. Contact the Hearing Examiner's Office at 253-591-5195 to confirm whether a meeting will be held this week. Hearings may be held at various times throughout the day.

** Bid Opening will be held on an as-needed basis. Contact the Finance Procurement and Payables Office at 253-502-8468 or www.tacomapurchasing.org to confirm whether Bid Opening will be held.

**** Hearings may be held at various times throughout the day.



Tacoma City Council Constituent Intake Website Data Report: November 2025

Total Request
Submissions

1123

Total Submissions

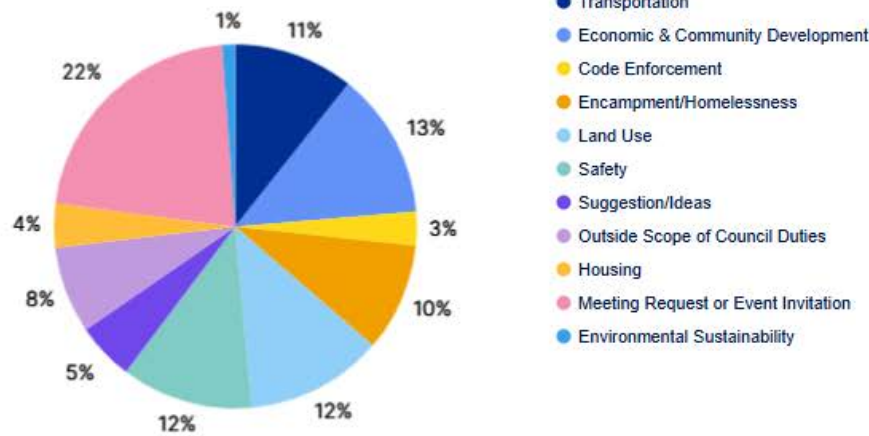
Request
Submissions

798

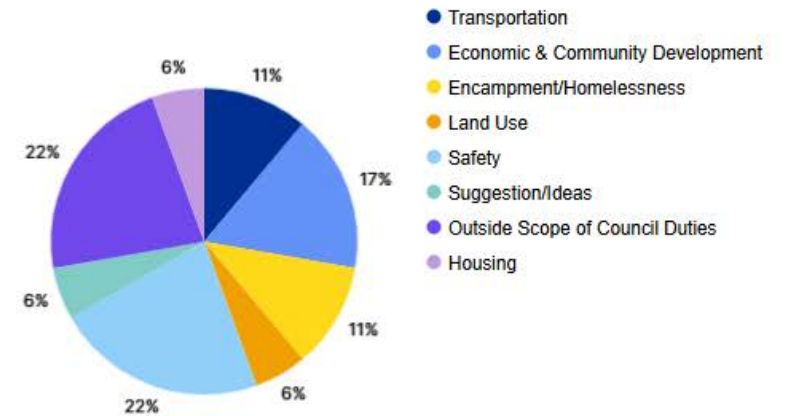
Inquiries that include
+1 Council Member

Topic Codes

Summary

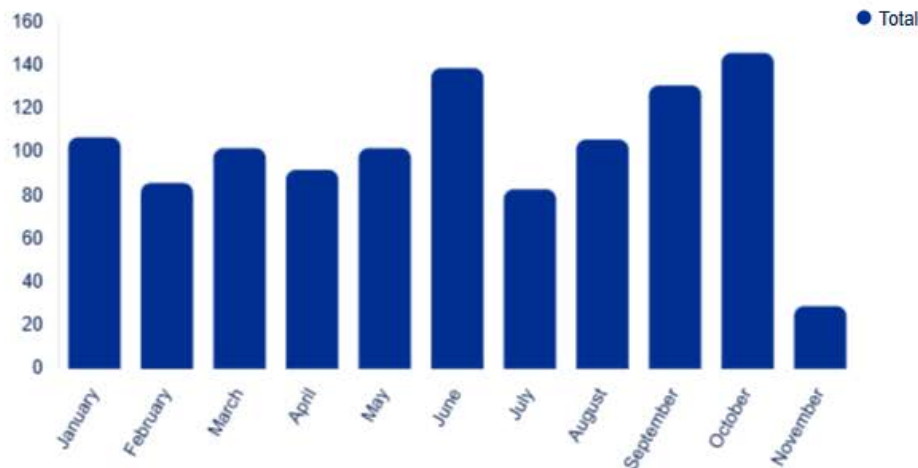


Last 14 Days



Submission Summary

Submissions by Month



Submissions by Council District





**CITY OF TACOMA, WASHINGTON
OFFICE OF THE CITY COUNCIL
COUNCIL CONSIDERATION REQUEST**

TO: Tacoma City Council
FROM: Mayor Victoria Woodards and Chief Policy Analyst Bucoda Warren
COPIES TO: Hyun Kim, Interim City Manager; Chris Bacha, City Attorney
SUBJECT: **A resolution amending the Rules of Procedure of the Council of the City of Tacoma – Requested for December 2, 2025**
DATE: November 13, 2025

I ask for your support for a resolution amending the Rules of Procedure of the Council of the City of Tacoma.

LEGISLATIVE INTENT:

Resolution/Ordinance Request:

The intent of this resolution is to ensure that the City Council's Rules of Procedure remain current, effective, and aligned with the Council's evolving practices and priorities. Periodic review and amendment of the Rules of Procedure are necessary to promote transparency, consistency, and efficiency in Council operations.

This action provides an opportunity to clarify existing provisions, incorporate new practices that enhance public participation and accountability, and ensure that the Council's procedures reflect best practices in local governance. The amendments are intended to support clear expectations for Councilmembers, staff, and the public, improve meeting management, and strengthen the Council's ability to conduct the City's business in an orderly and equitable manner.

Below is a list of amendments that are included in the current draft changes for the rules of procedure, and who requested the change.

Rule 1 – Meetings

Mayor – align number of meetings with 2024 Charter change

Rule 2 – Duties

Mayor – align practice for the presiding officer to take a recess without motion

Scott – add language regarding Council provided a report for any out of state travel

Rule 4 – Order of Business

Staff – move “gifts and donations” and “interlocal agreements” from Consent Agenda to under the resolutions header on the Consent Agenda to align with legislation type

Hines – add multi-family housing limited property tax exemption agreements from the Regular Agenda to the Consent Agenda

Rule 9 – Public Comment/Public Forum

Bushnell – modify community forum periods and testimony time length

Rule 15 – Standing Committees
Bushnell – add OSAC

Rule 16 – Filling Council Vacancies and Approved Extended Leave of Absence
Staff – remove reference to RCW

DESIRED RESOLUTION DATE: December 2, 2025

COMMUNITY ENGAGEMENT/ (CUSTOMER RESEARCH):

In developing the proposed amendments to the Council Rules of Procedure, staff reviewed feedback received from Councilmembers, and City staff. Comments were gathered by email and conversations the Mayor had with Council Members.

2025 STRATEGIC PRIORITIES:

Equity and Accessibility:

Updating the rules of procedures continues to ensure meeting and engagement with the City Council is relevant and accessible to all members of the public, and that meetings are run efficiently to allow for greater conversation and engagement.

ALTERNATIVES:

Alternative	Positive Impacts	Negative Impacts
1.do no adopt		Clarification of rules and changes will not be adopted for 2026

EVALUATIONS AND FOLLOW UP:

The Rules of Procedure of the Council of the City of Tacoma are updated on a regular basis, and at any time City Council can bring forward changes to keep the procedures current or change them for new practices.

SPONSOR RECOMMENDATION:

We recommend adoption of this resolution to ensure that the City Council’s Rules of Procedure remain current, effective, and aligned with the Council’s evolving practices and priorities.

FISCAL IMPACT:

No fiscal impact.

If you have a question related to the Council Contingency Fund Request, please contact Chief Policy Analyst Bucoda Warren at bwarren@tacoma.gov or by phone at 253-318-0594.

SUBMITTED FOR COUNCIL CONSIDERATION BY: Mayor Victoria Woodards



Rules of Procedure of the Council of the City of Tacoma

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RULE 1 – MEETINGS

A. Regular Meetings.

1. Business Meetings.

The regular business meeting of the City Council shall be held at 5:00 p.m. on Tuesday of each week, ~~at least forty-six weeks[†] each year, in the Council Chambers, Tacoma Municipal Building,~~ except:

- ~~1a.~~ If Tuesday of any week is a legal holiday, the regular business meeting of that week shall be held at 5:00 p.m. on the next business day.
- ~~2b.~~ If Tuesday of any week shall fall on Christmas Eve or New Year's Eve, the regular business meeting of that week shall be held at 5:00 p.m. on the next business day.

The Council, by a majority vote, may by motion continue any regular or special meeting to a time specified in the motion.

~~B2.~~ Study Sessions.

The regular study sessions of the City Council shall be held at 12:00 noon on Tuesday of each week, ~~in the Council Chambers, Tacoma Municipal Building,~~ subject to Rules A.1. a and b above and 2.

3. Cancellation of Regular Meetings.

The City Council will hold a minimum of seventy (70) regular meetings annually. The City Council by resolution may cancel any regular meetings that exceed the minimum number as set forth in the City Charter.

C. Special Meetings.

Special meetings, or any change in the time or location of a regular business meeting, study session, or committee meeting, shall be called by the City Clerk on the written request of the Mayor or by a majority of the members of the Council by delivering written notice personally, by mail, by fax, or by email to each member of the Council.

1. Written notice shall be deemed waived in the following circumstances:
 - a. The Council Member has provided written waiver of notice to the City Clerk at or prior to the time the meeting convenes, by telegram, fax, or email; or
 - b. The Council Member is actually present at the time the meeting convenes.

[†]~~City Charter Section 2.8.~~

2. Notice of a special meeting shall be:
 - a. Delivered by email to each local newspaper of general circulation and to each local radio or television station that has on file with the City Clerk a written request to be notified of such special meeting or of all special meetings; and
 - b. Posted on the City website; and
 - c. Posted on the Tacoma Municipal Building bulletin board, and at the meeting site if the meeting is held at a different physical location and is not held as a remote meeting.

Such notice must be delivered or posted at least 24 hours before the time of such meeting as specified in the notice.
3. The call and notices required under subsections 1 and 2 of this section shall specify the time and place of the special meeting and the business to be transacted. Final disposition shall not be taken on any other matter at such meetings by the Council.
4. Emergencies. The notices provided in this section may be dispensed with in the event a special meeting is called to deal with an emergency involving injury or damage to persons or property or the likelihood of such injury or damage, when time requirements of such notice would make notice impractical and increase the likelihood of such injury or damage, or when the required notice cannot be posted or displayed with reasonable safety, including but not limited to declared emergencies in which travel to physically post notice is barred or advised against.

D. Quorum.

Five Council Members shall be a quorum for the transaction of business, but in the absence of a quorum, the members present may adjourn the meeting to a later date.² A member participating remotely, in accordance with Rule 1.F, counts towards a quorum in a Council business meeting, study session, or committee meeting.

E. Location of Meetings.

All City Council meetings, including regular business meetings, study sessions, special meetings, and committee meetings will be held in a physical location where the public can attend, except in specific situations where an emergency has been declared (see Section F.4).

1. City Council meetings and study sessions will be held in the Council Chambers, Tacoma Municipal Building, 747 Market Street, First Floor, Tacoma, WA 98402.
2. Council standing committee meetings will be held in the Tacoma Municipal Building conference rooms, 747 Market Street, Tacoma, WA 98402.

² City Charter Section 2.9.

F. Remote Participation in Meetings.

1. Council Members may attend all Council meetings, including regular business meetings, study sessions, special meetings, and committee meetings remotely (by phone or other electronic means that allows for real-time verbal communication). Council prefers and values in-person attendance; Council Members are expected to attend at least one regular business meeting per month in-person. It is preferred that the meeting be chaired by a Council Member who is attending in-person (if the Chair attends remotely, the meeting would be run by the Vice Chair or another Council Member).
2. Notice of remote attendance should be provided to the City Clerk's Office not less than twenty-four hours before the scheduled start time for the meeting. The City Clerk or designee shall immediately advise the presiding officer of the remote participation.
3. At any meeting where a Council Member is attending remotely, a device will be used that allows the voice of the Council Member to be heard by everyone present in the meeting and that allows the Council Member to identify themselves before speaking. The Council Member attending remotely shall notify the others if they are about to disconnect from or leave the meeting. A Council Member who is connected remotely to the meeting shall be considered to be actually present at that meeting for the period of time they are so connected, and that presence shall count toward a quorum of the Council or committee for all purposes.
4. If, after a declaration of emergency by the City of Tacoma, Washington State, or by the federal government, the City determines that a meeting of the City Council cannot be held in person with members of the public in attendance (or limited public attendance) with reasonable safety because of the emergency, then the City Council may:
 - a. Hold a remote meeting of the City Council without a physical location; or
 - b. Hold a meeting of the City Council at which the physical attendance by some or all members of the public is limited due to a declared emergency.

During a remote meeting or where physical attendance by some or all members of the public is limited due to a declared emergency, members of the governing body may appear or attend by phone or by other electronic means that allows real-time verbal communication without being in the same physical location. For a remote meeting or a meeting at which the physical attendance by some or all members of the public is limited due to a declared emergency, the City must provide an option for the public to listen to the proceedings telephonically or by using a readily available alternative in real-time that does not require any additional cost for participation. Free readily available options include, but are not limited to, broadcast on TV Tacoma, or other electronic, internet, or other means of remote access that does not require any additional cost for access to the program. The City may also allow other electronic means of remote access.

The City Council will not take action at a remote meeting or a meeting at which the physical attendance by some or all members of the public is limited due to a declared emergency if the public agency has not provided an option for the public to listen to proceedings pursuant to this section, except for an executive session as authorized in this chapter.

Notice of a remote meeting without a physical location or a meeting at which the physical attendance by some or all members of the public is limited due to a declared emergency must be provided in accordance with state law and must include instructions on how the public may listen live to proceedings and on how the public may access any other electronic means of remote access offered by the City.

A remote meeting or a meeting at which the physical attendance by some or all members of the public is limited due to a declared emergency that is held under the provisions of this section shall be considered open and public in compliance with the requirements of state law. Nothing in this section alters the ability of public agencies to take action in response to an emergency as provided for in RCW 42.30.070, or to have members of a governing body participate in a meeting remotely with no declared emergency.

RULE 2 - DUTIES

A. Presiding Officer Duties.

1. Conduct of Meeting.

The presiding officer at all meetings of the Council shall be the Mayor, and, in the Mayor's absence, the Deputy Mayor, who shall conduct the business and deliberations of the Council under these rules. The Deputy Mayor shall be elected by a majority of the Council Members at the start of the first Council meeting following the new year. If both the Mayor and Deputy Mayor are absent and a quorum is present, the Council shall, by motion, appoint one of its members to serve as presiding officer of the Council until the return of the Mayor or Deputy Mayor. If both the Mayor and Deputy Mayor are attending remotely, it is preferred that the Council select a Council Member to serve as presiding officer that is attending the meeting in-person.

The presiding officer shall:

- a. Preserve order and decorum in the meeting location (both physical and remote), and may without a motion recess a meeting of the Council for this purpose;
- b. Observe and enforce all rules adopted by the Council for its government;
- c. Decide all questions on order, in accordance with these rules, subject to appeal by any member to the Council; and

- d. Recognize members of the Council in the order in which they request the floor. No member shall be recognized and given the floor to speak on the same matter more than once until after all other members of the Council have had an opportunity to be recognized and be heard.
- e. Retain the authority, during Public Comment and Community Forum, to determine whether a speaker's remarks fail to comply with these Rules or exceed the scope of the designated forums, and the presiding officer shall have the authority to suspend such person's right to speak, subject to the Council's right to overrule such decision.

The presiding officer, as a member of the Council, shall have only those rights, and shall be governed in all matters and issues by the same rules and restrictions, as other Council Members.

2. Questioning.

Any member of the Council shall have the right to question any individual, including members of the staff, on matters germane to the issue properly before the Council for discussion.

3. Related Agenda Items.

When matters on the Agenda are placed under more than one classification, as defined by "Order of Business," and are closely related to the same subject matter, the presiding officer may, without the necessity of any vote, call for the related agenda items out of the prescribed "Order of Business."

B. Mayor and Council Member Duties and Expectations.

1. Purpose.

The purpose of this section is to outline the duties and expectations of the Mayor and Council Members.

2. Mandatory Duties.

- a. Council Members shall attend:
 - (1) City Council meetings, including regular business meetings, study sessions, Committee of the Whole, and special meetings.
 - (2) City Council Standing Committee meetings, as assigned.
 - (3) Various national, state, regional, and local committees, boards, and commissions, as assigned.
- b. Council Members shall:

- (1) Adopt the budget for the City.
- (2) Comply with provisions of Section 6.14 of the City Charter.³
- (3) Adopt the City Compensation Plan.
- (4) Make and confirm appointments to positions where specified in the City Charter.

3. Expectations.

Council Members are expected to perform the following functions:

- a. Devote sufficient time to consider the merits of each idea and then approve, modify, or reject it. In doing so, Council Members will analyze community needs, program alternatives and available resources and decide what form the decision should take: ordinance, resolution, rule, regulation, motion, or order.
- b. Provide periodic reports to the City Council on the activities of the various committees, boards, and commissions assigned to the Council Member and make recommendations to the other Council Members on issues impacting the City.
- c. At least one week in advance of travel outside of Washington State, the Mayor and City Council must provide a report that includes the travel location, itinerary, funding source, and purpose.

RULE 3 - REMARKS AND DEBATES

A. Speaking to Motion.

No member of the Council shall speak more than twice on the same motion except by consent of the majority of the Council Members present at the time the motion is before the Council. After the motion is put and before the next item is read, a member shall be able to speak briefly to the previous motion.

B. Interruption.

No member of the Council shall interrupt or argue with any other member while such member has the floor.

C. Courtesy.

Members of the Council, in the discussion, comments, or debate of any matter or issue, shall be courteous in their language and deportment and shall not engage in contemptuous or disorderly behavior, or discuss or comment on personalities, or indulge in derogatory

³ TMC 1.24.230

remarks or insinuations in respect to any other member of the Council, or any member of the staff or the public, but shall at all times confine their remarks to those facts which are germane and relevant, as determined by the presiding officer, to the question or matter under discussion.

D. Transgression.

The Council has power under state law to impose punishment on its members, short of removal of office, for violation of state law or Council rules.

If a member of the Council shall transgress these rules, the presiding officer shall call such member to order, in which case such member shall be silent except to explain or continue in order. If the presiding officer shall transgress these rules or fail to call such member to order, any other member of the Council may, under a point of order, call the presiding officer or such other member to order, in which case the presiding officer or such member, as the case may be, shall be silent except to explain or continue in order. Additional consequences may include a verbal admonition, written reprimand, censure, expulsion from the meeting at which the conduct is occurring, removal of the Council Member from the Council committee chair positions or committee memberships, or removal of intergovernmental duties. Expulsion for such behavior in the Council's presence shall require the affirmative vote of a majority of the Council, specifying in the order of expulsion the cause thereof.

E. Challenge to Ruling.

Any member of the Council shall have the right to challenge any action or ruling of the presiding officer, or member, as the case may be, in which case the decision of the majority of the members of the Council present, including the presiding officer, shall govern.

F. City Manager.

The City Manager shall have the right to enter into a discussion of any matter coming before the City Council.

RULE 4 - ORDER OF BUSINESS

A. Order of Business.

The order of business for regular business meetings of the City Council shall be as follows:

1. Call to order.
2. Roll call.
3. Flag salute.
4. Moment of silence.

5. Items filed in the office of the City Clerk.
6. Agenda modifications. (Changes to the published agenda are announced at this time.)

Consent Agenda:

7. Approval of the Consent Agenda, consisting generally of one or more of the following items:
 - a. Approval of minutes.
 - ~~b. First reading of ordinances accepting gifts and donations.~~
 - eb. Adoption of resolutions that are:
 - (1) fixing dates for hearings and appeals,
 - (2) approving final plats,
 - (3) authorizing Community Development Block Grant program agreements with approved agencies,
 - (4) approving and accepting grants, only when Council approval is required by the grantor, or when the grant includes a match for an expenditure of funds that otherwise requires Council approval,
 - (5) accepting gifts and donations;
 - (6) multi-family housing limited property tax exemption agreements,
 - (7) Interlocal Agreements, excepting those pertaining to cooperative purchasing.
 - ~~(57)~~ approving requests relating to quieting title or clearing title issues on real property, and
 - ~~(68)~~ other similar actions.
 - d. Communications from the City Council.
 - e. Ordinances and communications from the Hearing Examiner.
 - ~~f. Interlocal Agreements, excepting those pertaining to cooperative purchasing.~~
 - gf. Approval of payments per RCW 42.24.180 (for expenses, materials, purchases, and payroll).

- hg. Approval of new purchase resolutions, or amendments to prior-approved purchase resolutions, with an amount not exceeding \$2,000,000. Amounts exceeding \$2,000,000 shall be placed under the Regular Agenda.

Proclamations, Recognitions, Presentations, and Announcements.

Public Comment.

Regular Agenda:

8. Appointments.
9. Communications.
10. Resolutions.
11. Final reading of ordinances.
12. First reading of ordinances.
13. Appeals. See Rule 12.
14. Public hearings. See Rule 12.
15. Unfinished business.
16. Community Forum. See Rule 9.C.
17. Reports by the City Manager.
18. Comments and committee reports of the City Council.
19. Adjournment.

B. Resolutions and Ordinances under Consent Agenda.

Any Council Member may have a resolution or ordinance removed from the Consent Agenda for separate consideration under Resolutions or Ordinances, as appropriate.

C. Recess.

The Council may recess during any regular or special meeting by a majority vote of Council Members present.

D. Executive Session.

The Council may hold an executive session, upon announcement by the presiding officer, for a stated time and purpose during any regular or special meeting. See also Rule 13, Confidentiality.

RULE 5 – PARLIAMENTARY PROCEDURES AND MOTIONS

A. Robert’s Rules of Order.

On all questions of practice or procedure not provided for by these rules, the practice and procedure set forth in *Robert’s Rules of Order Newly Revised* shall prevail.

B. Parliamentarian.

The City Attorney shall act as the City’s parliamentarian, and shall advise the Presiding Officer on all questions of interpretations of these rules which may arise.

C. Motions.

1. If a motion does not receive a second, it dies. Matters that do not require a motion (and for which no second is needed) include nominations, withdrawal of motion by the person making the motion, request for a roll call vote, and point of order or privilege.
2. A motion that receives a tie vote fails.
3. Motions shall be stated in the affirmative. For example, “I move to approve” as opposed to “I move to reject.” Council Members shall be clear and concise and not include arguments for the motion within the motion.
4. After a motion has been made and seconded, the Council Members may discuss their opinions on the issue prior to the vote.

D. Precedence of Motions.

When a question is under consideration, no motion shall be entertained except as follows, such motions having precedence in order as stated:

1. To close or adjourn. (Not debatable.)
2. For a Call of the Council (to compel the attendance of unexcused absent members in order to obtain a quorum.) (Not debatable.)
3. To Remove an Item from the Agenda.
4. To Lay on the Table. (Not debatable.)
5. For the Previous Question. (The “previous question” shall be as follows: “Shall the main question be put?”, and, until such motion has been put and decided, all amendments or debate shall be precluded. The “main question” shall be on the passage of an ordinance, resolution, or motion, but, when amendments are pending, the questions shall be taken first upon such amendments, in their order.) (Requires two-thirds vote.)

6. To Limit Debate. (Requires two-thirds vote.)
7. To Postpone to a Certain Time. (Shall be decided without debate only in those instances where the effect of said motion is to postpone or continue a matter for less than 30 days from the time it first appeared on the Council Agenda.)
8. To Amend. (Amendments are voted on first, and if the amendment receives an affirmative vote, then then the main motion as amended is considered.)
9. To Substitute.
10. To Postpone Indefinitely.
11. Main Motion.
12. To Take from the Table. (Not debatable.) A motion to “take from the table” having been put and lost, shall not, during the same Council meeting, be renewed either by the mover or by any other member of the Council. No matter shall be taken from the table after a period of two years from the date that it was laid on the table.
13. Motion to Reconsider. No motion to reconsider a vote shall be in order except at the following meeting, and by a member who voted with the prevailing side. A motion to reconsider, having been put and lost, shall not be renewed either by the mover or by any other member of the Council. Any member of the Council, including the presiding officer, shall have the right to change his/her vote, in order to be on the prevailing side, at any time before final action is taken on the next ensuing item of business taken up by the Council.

E. Vote.

The procedural motions above enumerated shall be decided by a majority vote of Council Members present at the meetings, except as otherwise indicated. Ordinances and resolutions require the affirmative vote of at least five Council Members for passage⁴; six for emergency.⁵

If any Council Member wishes to abstain or recuse themselves from any vote, they shall so advise the City Council, shall not participate in the deliberations and considerations of the motion, and shall have no further participation in the matter. The Council Member should make this determination before any discussion or participation on the subject matter or as soon thereafter as the Council Member identifies a need to abstain. The Council Member may confer with the City Attorney to determine whether they are required to abstain or recuse themselves.

⁴ City Charter Section 2.10

⁵ City Charter Section 2.12

F. Debate.

The motions above enumerated are debatable except where designated otherwise.

RULE 6 - SUSPENSION OF RULES

No rule shall be suspended except by a majority vote of Council Members present at the meeting, and a motion to suspend a rule is not debatable. Vote on the motion may be by voice vote of the Council, or by roll call if requested by a member of the Council.

RULE 7 - ORDINANCES AND RESOLUTIONS

The name of a Council Member shall not appear as a sponsor on any ordinance or resolution considered by the Council except at the Council Member's request. Sponsorship on any ordinance or resolution shall be limited to four Council Members, except as expanded by request of any Council Member in open session.

No ordinance or resolution shall be read until reviewed as to form and legality by the City Attorney.

Reading of ordinances and resolutions at all Council meetings shall be deemed sufficient by the reading of a brief synopsis of the title of the ordinance or the purpose of the resolution, and the reading in full of the same shall not be required unless the full reading of any particular ordinance or resolution be requested by any member of the Council, in which event said request shall be complied with if a majority of the Council Members present concur in the request.

RULE 8 - MISCELLANEOUS

A. Agenda.

The City Clerk, under the direction of the City Manager, shall prepare the Agenda for each session of the Council in regular order in accordance with these rules, which order shall not be departed from for any purpose, except as provided for in these rules. Such Agenda shall include all resolutions, ordinances, and matters requested by any Council Member, including the Mayor, or by the City Manager. No item shall be deleted from the Agenda, except by motion approved by the Council.

B. Amendments to Motions, Resolutions, and Ordinances.

It is the policy of the Council to process legislation in a manner that is fair, equitable, transparent, effective, and respectful towards the public, constituent groups, and to the Council itself. Council Members are encouraged to consider the following best practices prior to submission of an amendment that will substantially change the policy scope or

policy language, use of City resources, or costs to the City if the original legislation is amended.

1. Prepare the amendment in writing.
2. Include a brief statement or analysis of the effect of the amendment.
3. Distribute the amendment to all members of the Council as soon as possible prior to the meeting in which it will be offered.
4. Distribute the amendment prior to the meeting to obtain input from the public, constituents groups, and/or Committee, Board, or Commission that may have provided comment on the original legislation.
5. Distribute the amendment to the City Manager for purposes of obtaining input from City staff or outside experts, and the City Attorney for legal review.
6. Distribute the amendment to the City Clerk's Office on the Thursday prior to the meeting it will be offered so it can be included in the published agenda to allow for comments by the public during Public Comment.
7. Obtain co-sponsorship of the amendment from other Council Members.

The rule is not intended to limit the public's right to influence the legislative process or to devalue the public's right to comment on and change pending legislation.

C. Amendments to Rules.

Amendments to these rules shall be made by resolution and shall require two readings.

D. Public Requests for Proclamations or Recognitions.

It is the policy of the Council to consider requests to proclaim certain events or causes when such proclamations pertain to a Tacoma event, person, organization, or cause with local implications. The Council will consider requests that are timely, have potential relevance to a majority of Tacoma's population, and either forward positive messages or call upon the support of the community.

The following guidelines and requirements apply to requests for consideration of proclamations:

1. The person(s) or organization making the request must submit a completed Application Requesting a City Proclamation and submit a copy of the proposed proclamation.
2. The request should be made at least two weeks in advance of the requested Council meeting.

3. The Mayor, City Manager and/or staff designee will determine if the proposed proclamation meets the intent of this policy. When there is uncertainty in making this determination, the Mayor will consult with the City Council Committee of the Whole for its guidance.
4. The Council retains the right to limit the number of proclamations at a Council meeting.
5. The City retains the right to modify, edit, or otherwise amend the proposed proclamation to meet its requirements, needs, or policy determinations.
6. The City retains the right to decide if the proclamation will or will not be issued.
7. Once approved, the proclamation will be included on the appropriate Council agenda.
8. If not approved, the applicant will be notified of the decision and the reason(s) for the decision.

E. Public Requests for Presentations.

It is the policy of the Council to consider requests for presentations of certain events or causes when such presentations pertain to a Tacoma event, person, organization, or cause with local implications. The Council will consider requests that are timely, have potential relevance to a majority of Tacoma's population, and either forward positive messages or call upon the support of the community.

The following guidelines and requirements apply to requests for consideration of presentations:

1. The person(s) or organization making the request to make the presentation must submit a completed Application to Make a City Council Presentation.
2. The request should be made at least two weeks in advance of the requested Council meeting.
3. The Mayor, City Manager and/or staff designee will determine if the proposed presentation meets the intent of this policy. When there is uncertainty in making this determination, the Mayor will consult with the City Council Committee of the Whole for its guidance.
4. The presentation shall not exceed five minutes in length and the Council will not entertain more than two presentations at one Council meeting.
5. The City retains the right to decide if the presentation will or will not be permitted.
6. Once approved, the presentation will be included on the appropriate Council agenda.
7. If not approved, the applicant will be notified of the decision and the reason(s) for the decision.

RULE 9 - PUBLIC COMMENT/PUBLIC FORUM

A. Public Comment.

The City Council appreciates hearing from community members about items on its agenda, and desires to set aside time at each Council business meeting where final action is taken. Comments on final action will be taken orally at a meeting, or in writing submitted to the City Clerk's Office at least 24 hours prior to the meeting to enable staff to compile and distribute written comments to the City Council. Written comments received after this deadline will not be made part of the official record of the meeting.

1. All comments must be limited to items on the agenda. Speakers are asked to identify the specific agenda items they wish to address.
2. To ensure equal opportunity for the public to comment, a speaker's comments shall be limited to up to two minutes per person, per meeting. Where necessary, due to the number of persons who want to address the Council, the presiding officer shall retain authority to limit all persons' remarks to an equal period of less than two minutes. To further ensure equal opportunity for the public to comment, each person may address the Council only one time during the Public Comment portion of the meeting.
3. Comments may be made at or before every meeting at which final action is taken, including on resolutions, first and final readings of ordinances, and motions. Comments made regarding ordinances forwarded to the Council by the Hearing Examiner for which a public hearing has been held shall not be incorporated into the formal record of the decision pursuant to state law.
4. Written public comments must be submitted to the City Clerk's Office at a minimum of 24 hours prior to the meeting to enable staff to compile and distribute to the Council.

Written comments submitted according to these Rules shall be considered in the same manner as oral comments.

5. Upon the request of any individual who will have difficulty attending a meeting of the City Council by reason of disability, limited mobility, or for any other reason that makes physical attendance at a meeting difficult, the Council shall, when feasible, provide an opportunity for that individual to provide oral comment at the meeting remotely if oral comment from other members of the public will be accepted at the meeting.
6. In the event that the Council, after taking public comment, suspends its rules to include final action on a new resolution, ordinance, or motion on the agenda, public comment will be taken at the time the Council considers the new resolution, ordinance, or motion. Where legislation has been substantially changed at its final reading, a person may speak to the changes.

7. To request to speak during Public Comment, members of the public must indicate they wish to speak as instructed by the Mayor or City Clerk. Those attending in person will sign in at the designated location in Council Chambers; those attending remotely may be asked to click the 'Raise Hand' button or *9 on their phone. The speaker's name or the last four digits of their phone number will be called out when it is their turn to speak.
8. Nothing in these Rules diminishes the City Council's authority to deal with interruptions, puts limitations on the time available for public comment or on how public comment is accepted, or requires the Council to accept public comment that renders orderly conduct of the meeting unfeasible.

B. Courtesy.

All speakers during Public Comment or Community Forum, in the discussion, comments, or debate of any matter or issue, shall be courteous in their language and deportment and shall not engage in or discuss or comment on personalities, or indulge in derogatory remarks or insinuations in respect to any member of the Council, or any member of the staff or the public, but shall at all times confine their remarks to those facts which are germane and relevant, as determined by the presiding officer, to the question or matter under discussion. All remarks will be addressed to the Council as a whole.

C. Community Forum - Second and Fourth Tuesday.

On the ~~second and~~ fourth Tuesday of each month, time shall be reserved during the regular business meeting for community members' comments. The purpose of this forum is to assist the Council in making policy decisions; therefore, items of discussion shall be limited to matters over which the City Council has jurisdiction.

Community Forum will be limited to sixty minutes, and speaker's remarks shall be limited to up to ~~90 seconds~~ 3 minutes per person, per Community Forum. Where necessary, due to the number of persons who want to address the Council, the presiding officer shall retain authority to limit all persons' remarks to an equal period of ~~less than~~ 90 seconds or less. If there are not enough speakers to last for sixty minutes (one hour), the chair will close Community Forum after the last speaker. To further ensure equal opportunity for the public to comment, each person may address the Council only one time during the Community Forum portion of any meeting. Comment shall not be made in support of or opposition to any matter on the Council Agenda for which the time for public comment has passed.

D. No Use of Public Comment or Community Forum for Campaigns.

No person may use public comment or Community Forum for the purpose of assisting a campaign for election of any person to any office or for the promotion of or opposition to any ballot proposition. Further, any direct mention of a candidate's candidacy or a ballot proposition shall constitute grounds for immediate suspension of such person's right to speak at that Council meeting.

E. No Use of Public Comment or Community Forum for Advertising.

No person addressing the Council may use Public Comment or Community Forum for the purpose of advertising. Advertising is defined as “promoting by making known, proclaiming publicly, drawing attention to, or making conspicuous any item, product, service, or thing, for profit or otherwise.” This does not prevent or preclude any person addressing the Council from expressing their views or opinions on matters over which the Council has jurisdiction. Also, this does not prohibit individuals or organizations from promoting public events or causes through public requests for proclamations and presentations as provided in Rule 8, Sections D and E.

F. Transgression.

The presiding officer shall retain authority to determine whether a speaker’s remarks fail to comply with these Rules or exceed the scope of the designated forum, and the presiding officer shall have the right to suspend such person’s right to speak, subject to the Council’s right to overrule such decision.

RULE 10 – COUNCIL CONFERENCE ROOM

During any recess of a regular or special meeting of the Tacoma City Council, the Council Conference Room shall be reserved solely for the use of members of the City Council and selected staff personnel and employees of the City of Tacoma, and no other person or persons shall have access thereto, whether they be members of the press, radio, television, or members of the public at large.

RULE 11 – CITY CLERK – DUTIES

A. Record Votes.

As a part of said permanent proceedings, the Clerk shall record all votes taken. In those instances where a roll call vote is taken pursuant to a requirement or request, the Clerk shall call the name of each and every member of the Council present, including the Mayor, and shall duly record said member’s vote as either an aye, nay, or abstention, whichever may be appropriate. Roll call votes of the Council shall be called alphabetically, except for the vote of the presiding officer, whose vote shall be called last, commencing with the first roll call vote of the Council, and in subsequent roll call votes member names shall be rotated, excluding the presiding officer, until the entire Council has been called, at which time the procedure will begin again.

B. Maintain Record.

The Clerk shall cause to be recorded electronically all of the regular and special meetings of the Tacoma City Council and each and every part thereof, and shall maintain the same for a period of six years consistent with state law, RCW 40.14.

C. Prepare Minutes.

At the conclusion of each special or regular business meeting, study session, or committee meeting of the Tacoma City Council, the City Clerk shall prepare brief and concise minutes and submit the same to the City Council for its approval.

D. Verbatim Transcript.

No individual member of the Tacoma City Council, nor any member of the administrative staff of the City of Tacoma, shall be authorized or empowered to require the Clerk to insert in said official minutes any verbatim transcript of all or any part of the proceedings.

Verbatim transcripts of any part or portion of the proceedings shall be made a part of the minutes only when authorized by a majority vote of the entire Council made at the meeting wherein such request for a verbatim report is made.

RULE 12 – PUBLIC HEARINGS AND APPEALS

A. Time of Hearings.

The time for commencing a public hearing or appeal shall be noted in the Council meeting Agenda. The presiding officer may modify the order of business under Rule 4 in order to conduct the hearing or appeal at or about the designated time.

B. Quasi-Judicial Body.

In hearing appeals, the Council sits as a quasi-judicial body. It shall conduct the hearing on an appeal in accordance with provisions of the Tacoma Municipal Code⁶ and these rules, as applicable.

C. Time Limits for Oral Argument.

At the time an appeal is heard by the City Council, each side shall be afforded a maximum of ten minutes for oral argument. In the event there are multiple appellants or respondents, each side shall divide its ten-minute time limit between or among the appellants or respondents, or, if agreement cannot be reached, as directed by the Mayor. Request for additional time must be submitted in writing to the City Clerk at least seven days prior to the appeal hearing and such request shall be considered as the first issue of the hearing.⁷

RULE 13 – CONFIDENTIALITY

Council Members shall keep confidential all written materials and verbal information provided to them during Executive Sessions to ensure that the City's position is not compromised, and to

⁶ Tacoma Municipal Code Chapter 1.23.

⁷ Tacoma Municipal Code Section 1.70.030.

comply with RCW 42.23.070(4) and Tacoma Municipal Code 1.46.030(G), relating to disclosure of confidential information.

RULE 14 – COMMITTEE OF THE WHOLE

All Council Members are members of the Committee of the Whole. The Council shall sit as a Committee of the Whole primarily for the purpose of considering current problems of the City and coordinating the work of the standing committees of the Council.

RULE 15 – STANDING COMMITTEES

A. Standing Committees.

There are established the following standing committees of the Council that shall consist of four voting members and one alternate each. The Mayor shall annually appoint and the Council shall confirm the membership of each committee. Each standing committee shall elect a chair and vice-chair.

1. Community Vitality and Safety.
2. Economic Development.
3. Government Performance and Finance.
4. Infrastructure, Planning, and Sustainability.
5. Operational Strategy and Administrative Committee.

B. Function and Purpose.

The identification of the scope of work of the individual committees, meeting schedules, and meeting locations shall be accomplished by a process of discussion and consensus among the committee members. Committee action on any proposed resolution or ordinance is strictly advisory to the Council. The standing committees shall have no power or authority to commit the City or to take any binding action on behalf of the whole Council.

C. Quorum and voting.

Three voting members shall constitute a quorum. The alternate member shall become a voting member in the absence of any regular voting member. If, during the meeting, all the regular voting members are present, the alternate shall not vote on any matter before the Committee. A member participating remotely shall count towards a quorum.

D. Reports.

A report from the standing committees shall be submitted by the committee chair or vice-chair orally or in writing. Recommendations to the Council on proposed resolutions or ordinances shall indicate one of the following:

- Recommended for Adoption
- Forward Without Recommendation
- Not Recommended

Minority reports may be shown on committee reports with the dissenting votes reflected.

E. Removing of Matters from Committee.

Any Council Member, during a regular Council meeting, may make a motion to remove a matter from a committee. Said motion, if seconded, shall require a majority vote of the Council. Alternatively, any four Council Members may cause any matter to be removed from a committee by signing an “Ordinance or Resolution Removal” form. When the four signatures are obtained, the proposal shall be released from the committee and shall be placed on the next available Council agenda for appropriate action.

F. Public Comment.

Standing committees shall allow public comment at committee meetings. The guidelines set out in Rule 9 shall apply to public comment taken in standing committee meetings.

The committee chair may also invite persons to speak for the purpose of providing information necessary to committee business, and explain to those in attendance the reasons for inviting people to the committee table.

G. Staff Assignments to Committee.

The City Manager shall designate staff for each standing committee, who shall prepare the agenda, provide proper notice, prepare minutes, and prepare a record of attendance for every meeting.

RULE 16 – FILLING COUNCIL VACANCIES AND APPROVED EXTENDED LEAVE OF ABSENCE

A. Purpose.

The purpose of this section is to provide guidance to the Council when a Council Member position becomes vacant before the expiration of the official’s elected term of office, or when the Council has approved a Council Member’s extended leave of absence and desires to appoint a replacement during the absence.

B. Appointment Process.

1. A Council Member position shall be officially declared vacant upon the occurrence of any of the causes of vacancy set forth in RCW 42.12.010, including resignation, recall, forfeiture, written intent to resign, or death of the Council Member.
2. For a Council Member position where the member is unavailable to serve due to illness, injury, incapacitation, or otherwise unable to serve in the position for ninety (90) days or greater and the Council approves the extended leave absence, then the Council Member position should (but is not required) be filled by the Council, and the Council will use the same appointment process as filling a vacant position.
3. Pursuant to RCW 42.12.070 and Tacoma City Charter Section 2.7, the Council Member who is vacating their position cannot participate in the appointment process; however, a Council Member who is on an approved extended leave absence, if able, can participate in the appointment process for their replacement.
4. The Council shall direct the City Manager to begin the Council Member appointment process and establish an interview and appointment schedule, so that the position is filled at the earliest opportunity.
5. The City Clerk's Office shall prepare and submit a public notice to the City's official newspaper, official website, and provide courtesy copies to all requesting local media outlets, which announces the open position consistent with the requirements necessary to hold public office and specifically lists those requirements including that the applicant^{8, 9}:
 - a. be a qualified elector of the City of Tacoma,
 - b. be a resident of the City of Tacoma for two (2) years immediately preceding the time of applying to fill the open seat, and
 - c. if applying for a district position, shall be a resident of the district for one year immediately preceding the time of appointment to fill the open seat.

The public notice shall be published once each week for two (2) consecutive weeks. The notice shall contain other information, including, but not limited to, time to be served in the vacant position, salary information, deadline date and time for submitting applications, interview and appointment schedules (if known), and such other information that the Council deems appropriate.

6. The City Clerk's Office shall use the standard application form used by the City for residents to apply to a City Committee, Board or Commission. Applications will be

⁸ City Charter Section 2.2

⁹ RCW 29A.24.075

available at the City of Tacoma Clerk's Office, Customer Service Center, and on the City's official website.

7. Applications received by the deadline date and time will be copied and circulated by the City Clerk's Office to the Mayor and Council. Applications received after the deadline date and time shall be rejected by the City Clerk's Office and returned to the applicant. Application packets may also contain additional information received such as a cover letter, resume, endorsements, letters of reference, and other pertinent materials.
8. The City Clerk's Office shall publish on the City's website and in the City's official newspaper the required public notice(s) for the full City Council meeting scheduled for interviewing applicants for consideration to the open position. This meeting may be a regularly scheduled or special City Council meeting.
9. If more than ten (10) valid applications are received for the open position:
 - a. The Council will reduce the number of applicants to be scheduled for a presentation by allowing each Council Member, in an open public meeting, to select or forward a number of applicants equal to 20 percent of the total applicant pool, rounded up, from the applicant pool to present. No second to select or forward an applicant to present is needed. Council Members may convene into an Executive Session to discuss the qualifications of the applicants. The Council will then close nominations by motion, second, and then vote in the public meeting to schedule the candidates to present, and set the length of each presentation.
 - b. The City Clerk's Office shall notify applicants of the location, date, and time of Council presentations.
 - c. Each presentation of the applicant shall be no more than 8 minutes in length, depending on the number of applicants presenting, as follows:
 - (1) The applicant shall present their credentials to the Council. (three to eight minutes)
 - (2) The applicants' order of appearance will be alphabetical. Only the applicant presenting will be brought into the Council Chambers during their presentation; the other applicants will be asked to remain outside the Council Chambers until their presentation time.
 - d. Upon completion of the presentations, Council Members may convene into an Executive Session to discuss the qualifications of the applicants. All presentations, deliberations, nominations, and vote taken by the Council shall be in an open public meeting.
10. Following the first round of presentations, or if there were not more than ten (10) applicants, the Mayor may ask for nominations from the Council Members for the purpose of narrowing down the applicant pool to the finalists that will be considered.

Each Council Member, in an open public meeting, will be allowed to nominate a number of finalists equal to 20 percent of the applicants who presented, rounded up. No second is needed for nominations. Nominations to the finalist list is closed by a motion, second, and majority vote of the Council and then vote in the public meeting to schedule the candidates to be interviewed. Council Members may convene into an Executive Session to discuss the qualifications of the applicants. Council Members may deliberate on such matters as criteria for selection, number of finalists to forward, and of the qualifications of the finalists.

11. The City Clerk's Office shall notify applicants of the location, date, and time of Council interviews.
12. Each interview of the applicant shall be no more than 20 minutes in length and shall not include time Council is asking questions, as follows:
 - a. The applicant shall make opening remarks (2 minutes)
 - b. The applicant shall respond to Council Member questions. (17 minutes)
 - c. The applicant shall make closing remarks. (1 minute)
 - d. The applicants' order of appearance will be alphabetical. Only the applicant being interviewed will be brought into the Council Chambers during their interview; the other applicants will be asked to remain outside the Council Chambers until their interview time.
13. Following interviews, Council Members will have until the next meeting to consider applicants for appointment.
14. At the next meeting, the finalists shall be placed in order of appearance determined by random lot drawing performed by the City Clerk. The City Clerk shall proceed with a roll-call vote of each finalist until a nominee receives a majority vote of the Council Members.
 - a. If no finalist receives a majority vote of the Council Members, then the finalist receiving the least votes will be removed from consideration, and the City Clerk shall proceed with another roll-call vote of each finalist until a nominee receives a majority vote of the Council Members.
15. The Mayor shall declare the nominee receiving the majority vote as the new Council Member, who shall be sworn into office by the City Clerk at the earliest opportunity or no later than the next regularly scheduled meeting.
16. At any time during the appointment process, the Council may by motion, second, and majority vote of the Council, postpone the appointment until a date certain or regular business meeting if no nominee receives a majority of the vote.

17. Pursuant to state law, a vacancy shall be filled only until the next regular municipal election, to serve the remainder of the unexpired term.
18. Nothing in this policy shall prevent the Council from reconvening into an Executive Session to further discuss applicant qualifications.
19. Pursuant to Tacoma City Charter 2.7, if the City Council does not appoint a qualified person to fill a vacancy within sixty (60) days from the date the vacancy occurs, then the Mayor shall make the appointment, subject to confirmation of the remaining members of the Council. ~~If the City does not confirm the appointment to fill a vacancy within ninety (90) days of the declared vacancy, then pursuant to RCW 42.12.170 the appointment power is delegated to the Pierce County Council.~~ This Section ~~20~~ shall not apply to filling of an approved extended leave of absence, so in the case the open position is not appointed within sixty (60) days, the position may remain open until such time as the Council desires to fill it.

Adopted

Resolution No. 24877	03/14/1978
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Amended

Resolution No. 25171	07/25/1978
Resolution No. 25226	08/29/1978
Resolution No. 25300	09/26/1978
Resolution No. 26209	01/22/1980
Resolution No. 26387	05/06/1980
Resolution No. 26591	08/26/1980
Resolution No. 26998	06/02/1981
Resolution No. 27594	10/05/1982
Resolution No. 27847	05/03/1983
Resolution No. 28108	11/22/1983
Resolution No. 28315	04/24/1984
Resolution No. 28527	10/30/1984
Resolution No. 32400	11/23/1993
Resolution No. 32554	03/29/1994
Resolution No. 33129 (Substitute No. 2)	09/19/1995
Resolution No. 33345	04/09/1996
Resolution No. 33398 (Substitute)	06/11/1996
Resolution No. 35482	04/09/2002
Resolution No. 35568	07/16/2002
Resolution No. 35664	10/22/2002
Resolution No. 35951	09/30/2003
Resolution No. 36083	02/10/2004
Resolution No. 36273 (Substitute)	08/10/2004
Resolution No. 36686	11/01/2005
Resolution No. 36796	03/21/2006
Resolution No. 37346	12/18/2007
Resolution No. 37500	06/17/2008
Resolution No. 37509	06/24/2008
Resolution No. 38174	01/11/2011
Resolution No. 38672 (Amended)	05/07/2013
Resolution No. 39362	01/26/2016
Resolution No. 39882 (Amended Substitute)	12/12/2017
Resolution No. 40017	06/05/2018
Resolution No. 40228	02/12/2019
Resolution No. 40508	12/17/2019
Resolution No. 40652	09/15/2020
Resolution No. 40980	06/07/2022
Resolution No. 41093	12/20/2022
<u>Resolution No. XXXXX</u>	<u>12/X/2025</u>



**CITY OF TACOMA, WASHINGTON
OFFICE OF THE CITY COUNCIL
COUNCIL CONSIDERATION REQUEST**

TO: Mayor & City Council

FROM: Council Member Sarah Rumbaugh and Senior Council Policy Analyst Lynda Foster

COPIES TO: Hyun Kim, Interim City Manager; Allyson Griffith, Deputy City Manager; Chris Bacha, City Attorney

SUBJECT: **Ordinance - Amending CHAPTER 1.100 LANDLORD FAIRNESS CODE INITIATIVE of the Tacoma Municipal Code - November 18, 2025**

DATE: November 12, 2025

I ask for your support for an Ordinance amending CHAPTER 1.100 LANDLORD FAIRNESS CODE INITIATIVE of the Tacoma Municipal Code.

LEGISLATIVE INTENT:

The community, Vitality and Safety Committee recommended amendments to the Landlord Fairness Code Initiative at their Nov 6, 2025, special meeting. The recommended changes are outlined in Handout A.

Background

The 2023 Landlord Fairness Code Initiative, also known as Measure 1, is a ballot measure that passed in the City of Tacoma November 2023 general election. The 2023 Landlord Fairness Code Initiative introduces some new requirements and rules for landlords and tenants in the City of Tacoma. These new requirements went into effect December 8, 2023. The Community, Vitality, and Safety Committee received the following presentations on this topic:

- June 12, 2025: Rental Housing Code and Tacoma and Landlord Fairness Code Initiative Overview,
- Aug 28, 2025: Rental Housing Code and Landlord Fairness Code Initiative Overview,
- Oct. 9, 2025: Study Group to Assess Effect of Tacoma's New Renter Protection Ordinance Study Results.
- Oct 23, 2025: Landlord Fairness Code Initiative Policy Proposal Discussion, and
- Nov 6, 2025: Landlord Fairness Code Initiative Policy Proposal request for action.

According to the LFCI:

1. The people of the City of Tacoma hereby adopt this citizen initiative for the purpose of protecting families and tenants and reducing homelessness.
 - a. require landlords to comply with tenant protection laws before raising rent or evicting a tenant;
 - b. prohibit unfair or excessive fees;
 - c. require landlords to provide notice of rent increases and pay relocation assistance when significant rent increases require tenants to relocate;

- d. prohibit certain student/school-year evictions, cold-weather evictions, and evictions based upon a tenant's status as servicemember, first responder, senior, family member, health care provider, or educator; and
 - e. provide penalties and other enforcement mechanisms
2. This measure is designed to protect families, promote community, stabilize the rental market, and reduce homelessness. It is Tacoma's intent to continue its long-term commitment to maintain vibrant and diverse neighborhoods within the City. The regulations contained in this initiative balance the needs of the landlord, tenant, and Tacoma while creating a partnership to ensure safe, healthy, and thriving rental housing in Tacoma. Providing housing for Tacoma residents directly impacts quality of life at the most basic level and therefore requires regulations to ensure that it is equitably undertaken.

DESIRED ORDINANCE FIRST READING DATE: December 2, 2025

COMMUNITY ENGAGEMENT/ (CUSTOMER RESEARCH):

Since the Landlord Fairness Code Initiative (LFCI) went into effect on December 8, 2023, community members have shared positive and negative feedback about its impacts in Tacoma. CM Rumbaugh met with key stakeholders to gather data and perspective on the LFCI, including:

- Micheal Mirra, Co-convenor of the study group which presented to CVS on October 8, 2025,
- The Tacoma Housing Authority,
- Tacoma Pro Bono,
- A court commissioner,
- The Affordable Housing Consortium,
- YWCA,
- Tacoma-Pierce County Chamber of Commerce,
- South Sound Housing Affordability Partners,
- Representatives of Tacoma for all, and
- Individual landlords and tenants.

2025 STRATEGIC PRIORITIES:

Equity and Accessibility:

Eviction has equity impacts. According to the National Low Income Housing Coalition¹, children represented more than 40% of all individuals who face eviction throughout the course of a year. Most at risk of eviction are Black renters, who made up less than a fifth of renters across the country but accounted for more than half of evictions. The data revealed that one in five Black renters were filed against and that one in 10 were evicted. In contrast, just one in 24 white renters were filed against, and one in 40 were evicted. Rates of both filings and evictions for Hispanic and Asian renters were comparable to those of white renters.

Access to low-income housing also is an equity issue. In Tacoma, we also see people of color utilizing low-income housing options at a higher rate. Compared to the racial demographics in City of Tacoma², the Tacoma serves a higher proportion of Black or African American (9.4% and 28.3%, respectively) and Native Hawaiian and Other Pacific Islander households (1.0% and 2.2%).

¹ <https://nlihc.org/resource/children-face-highest-risk-eviction#:~:text=While%20the%20eviction%20filing%20rate,more%20than%20half%20of%20evictions.>

² <https://www.tacomahousing.org/about/who-we-serve/#:~:text=THA%20serves%20low%2Dincome%20households,less%20than%20%2432%2C250%20per%20year.>

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

Increase the percentage of people relocating to the city and affordability of housing compared to neighboring jurisdictions.

Livability: *Equity Index Score:* Moderate Opportunity

Increase the number of Complete Compact Communities/ 20-Minute Neighborhoods throughout the city.

Improve health outcomes and reduce disparities, in alignment with the community health needs assessment and CHIP, for all Tacoma residents

Decrease the percentage of individuals who are spending more than 45% of income on housing and transportation costs.

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

Research and outreach to stakeholders across the rental system in Tacoma identified key areas where the LFCI was having unintended consequences. When asked if the measure succeeded at its goal to balance the needs of the landlord, tenant, and Tacoma while creating a partnership to ensure safe, healthy, and thriving rental housing in Tacoma key themes emerged: the LFCI is destabilizing the budget of low-income housing providers; there has been an increase to the amount of damage to units; landlords are screening tenants more thoroughly, reducing access to the most at-need tenants and leaving units unoccupied longer between tenants; and landlords with fewer units are disproportionately burdened by the fiscal impacts of rent being unpaid for long stretches of time. CVS recommended a narrow range of changes to the LFCI targeting these issues in order to protect the low-income housing units currently in the City and to allow for development of more of this critical housing, and to balance the impacts of the LFCI on landlords with few units. This proposal retains eviction moratoriums for the majority of rental units in Tacoma.

ALTERNATIVES:

Alternative	Positive Impacts	Negative Impacts
1. Take no action	Allow time for further review and deliberation, and a comprehensive incorporation of the LFCI into the RHC.	The LFCI has many unintended consequences that urgently need to be addressed.
2. Treat nonprofit and corporate low-income providers differently	Build belief and trusts with advocates.	All low-income housing providers are critical to solving the homelessness crisis.
3. Provide more exemptions to the school-year eviction moratorium	Tailoring the school-year eviction moratorium may better balance in the rental housing market.	Policy discussions would benefit from more study to understand the full impact of changes.
4. Include more “just cause” eviction options in exemptions to the eviction moratoriums	State law and the RHC outline just causes for eviction, landlords request more flexibility evict.	Policy discussions would benefit from more study to understand the full impact of changes.
5. Adjust details in the LFCI – such as requiring relocation assistance when rents are raised more than 5% or allowing for higher move in fees	Offer balance to landlords absorbing more financial risk during eviction moratoriums.	Increase costs and risk to tenants.
6. Repeal the entire LFCI	State law and the RHC offer tenant protections balanced against the needs of the rental-housing system.	Does not include eviction moratorium, as strict of restrictions on rent increases, and other tenant-focused policy.

EVALUATIONS AND FOLLOW UP:

The Community, Vitality and Safety Committee will include further conversation on landlord/tenant policy in its 2026 workplan, including the following topics:

- Bundle LFCI into RHC so there's one code where constituents can find all landlord-tenant items. Revisit Nov. 6 conversation on:
 - Review exemptions to eviction moratoriums for when tenants damage the unit
 - School year eviction moratorium
- Tenant rights outreach and education
- Landlord education & licensing requirements
- Predatory landlords
- Health & safety conditions in units
- Accessible income restricted housing options (requiring 3x the rent in income can be a barrier)
- Program to support landlord/tenant conflicts – i.e. mediation, something like community court
- Tools for renters to end a lease early should they lose income
- Rental assistance (in our legislative agenda)
- Landlord insurance for damaged units and unpaid rent

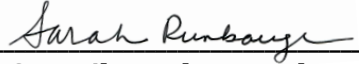
SPONSOR RECOMMENDATION:

Sponsors recommend moving forward with amending the LFCI CHAPTER 1.100 LANDLORD FAIRNESS CODE INITIATIVE of the Tacoma Municipal Code to further the goals of the LFCI: to protect families, promote community, stabilize the rental market, and reduce homelessness; to continue its long-term commitment to maintain vibrant and diverse neighborhoods within the City; and to balance the needs of the landlord, tenant, and Tacoma while creating a partnership to ensure safe, healthy, and thriving rental housing in Tacoma.

FISCAL IMPACT:

Changes to the Landlord Fairness Code Initiative can be incorporated into ongoing budgeted work. Although there is no immediate fiscal impact to adopting this ordinance as proposed, alternatives including enhanced enforcement or other City services may require resourcing.

If you have a question related to the Council Contingency Fund Request, please contact Lynda Foster at 253.591.5166 or lfoster@Tacoma.gov.

SUBMITTED FOR COUNCIL CONSIDERATION BY: 
Council Member Rumbaugh

SUPPORTING COUNCIL MEMBERS

Unanimously recommended for full Council consideration at the Nov. 6 Community, Vitality and Safety Committee by Chair Rumbaugh and Council Members Diaz, Sadalge and Walker.

Mayor's initials 
(Mayor's initials for awareness only to ensure alignment and coordination of emergent policies.)

Handout A: Community, Vitality & Safety Committee Recommended amendments to the Landlord Fairness Code Initiative

Study Session

Nov 18, 2025

CVS proposed policy changes to the LFCI			
Topic	LFCI	CM Rumbaugh proposal	Rationale
Revising LFCI exemptions from cold weather and school year eviction moratorium	- owner or family to occupy the unit - condemnation or uninhabitable - desire for roommate to vacate - sexual harassment by tenant - the tenant's failure to comply with a three day or ten day notice to vacate for a drug-related activity nuisance pursuant to chapter 7.43 RCW; - maintenance of an unlawful business or conduct pursuant to RCW 59.12.030(5); or - because the tenant's conduct has a substantial detrimental impact on, or constitutes an imminent threat to, the health or safety of other tenants in the rental building or the owner.	Align with Seattle's exemptions: - Owner or family to occupy the unit - Landlord receives a notice of violation for renting an unpermitted unit and must discontinue use.* - Landlord must reduce the number of tenants in a unit after receiving notice from the City.* - Landlord must discontinue renting a unit that is deemed unsafe or uninhabitable by emergency order from the City.* - Stop sharing unit (roommate), terminate tenancy in an ADU to the housing unit in which the owner resides, terminate tenancy in a single-family dwelling when owner resides in ADU on the same lot. - Criminal activity on the premises, or on the property or public right-of-way: 1. Drug-related activity that would constitute a violation of chapters 69.41, 69.50, or 69.52 RCW, or 2. Activity that is a crime under the laws of this state, but only if the activity substantially affects the health or safety of other tenants or the owner. - Tenant's failure to comply with a three day notice to vacate for a drug-related activity nuisance pursuant to chapter 7.43 RCW, and - Maintenance of an unlawful business or conduct pursuant to RCW 59.12.030(5).	The City of Seattle's exemptions are written more clearly and with needed nuance. These match the Seattle school year eviction defense exemptions.

Relocation assistance	The LFCI currently outlines requirements for relocation assistance in “1.100.050 Section 5. Landlords must give advanced notice of rent increases and pay relocation assistance when significant rent increases require tenants to relocate.”	In addition to what is outlined in 1.100.050 Section 5, CM Rumbaugh’s proposal would add a relocation assistance requirement to the above exemptions to the moratorium marked with an *. Relocation assistance provided to displaced tenants shall be the greater amount of two thousand dollars per dwelling unit or three times the monthly rent. In addition to relocation assistance, the landlord shall be required to pay to the displaced tenants the entire amount of any deposit prepaid by the tenant and all prepaid rent.	RCW 59.18.085 outlines state standards for relocation assistance in these situations.
Deed restricted affordable housing exemption	The LFCI does not offer exemptions based on type of housing provider.	Adds an exemption for: Any dwelling unit owned or managed by the Tacoma Housing Authority or held as deed-restricted affordable housing. “Deed restricted affordable housing” means real estate that is required to be used as affordable housing for a period of time of at least thirty (30) years pursuant to a restrictive covenant or similar enforceable, recorded instrument, with income targets that are no higher than 80 percent of area median income.	Low-income housing providers have shared data on the extreme impact the LFCI has had on their ability to provide low-income housing options to those who need it most. This exemption language matches language used in the RHC.
Undue and significant economic hardship definition	5. A landlord may seek a court order allowing a particular eviction or exempting them from a provision of this chapter if they can show that a provision of this chapter, if fully enforced, would constitute either (a) an undue and significant economic hardship, or (b) a takings under the United States or Washington State constitutions, or (c) that the chapter as applied is preempted by federal or state law.	Undue hardship must be based on an individualized assessment of current circumstances that show how a specific unit’s unpaid rent would cause significant difficulty to its owner. A determination of undue hardship should be based on several factors, including: • The amount of unpaid rent and underlying cost of maintaining the unit, such as required mortgage payments, utilities, and any other expenses the landlord is obligated to pay associated with the unit.	“An undue and significant economic hardship” is very vague and hard to administer for Court Commissioners.

		- The overall financial resources of the owner; the number of units owned by the landlord; type and location of facilities of the owner (if the facility involved in renting the unit is part of a larger entity); the effect on the owner's expenses and resources. - Personal hardship the owner may be experiencing that could impact their finances. This may include, but is not limited to, hardship caused by illness or accident, unemployment, family situation such as divorce, or job relocation.	
Undue and significant economic hardship – allow evictions in order to sell unit	The LFCI does not allow a landlord to evict in order to sell a unit.	Clarify that significant economic hardship includes if an owner determines they need to sell the unit (90-day notice). The owner must make reasonable attempts to sell the dwelling within 30 days after the tenant has vacated, including, at a minimum, listing it for sale at a reasonable price. Provides guidelines on rebuttable presumptions that the owner did not intend to sell.	Without the opportunity to sell their unit landlords assume all the risk of maintaining what could potentially be a costly unit.
Cold weather eviction defense	Landlords may not carry out an eviction during cold weather—between November 1 and April 1.	Match Seattle winter eviction protection . Changes include: - Applies to eligible tenants from December 1 - March 1 - Creates a defense for tenant households at or below 80% of AMI (area median income) during this period - Exempts Landlords with ownership interest in 4 units or less within the City limit.	This is a well-balanced approach that preserves housing for 80% AMI or less without overburdening small landlords.
Late fees	Any fee or charge for late payment of rent exceeding \$10.00 per month.	Remove and defer to RHC: Limits the amount of late fee the landlord to 1.5% of the monthly rent and cannot exceed \$75 max per month	Goal to align into one code. The RHC was developed with feedback from a broad stakeholder group and is more representative of the full community.

Notice of rent increase	Requires two written notices to increase rent: 1st notice between 210-180 days. 2nd notice between 120-90 days.	Remove and defer to RHC: Requires a 120-day written notice before increasing rent.	Goal to align into one code. LFCI process is confusing and burdensome. RHC requirements already require 30 days more notice than state law.
Technical changes and clarifications		Researching requested technical changes to offer greater legal clarity.	Internal and external stakeholders suggested technical changes that offer greater legal clarity.

Landlord/tenant topics outside of the LFCI scope to be put on the 2026 CVS workplan:

- Bundle LFCI into RHC so there's one code where constituents can find all landlord-tenant items. Revisit Nov. 6 conversation on:
 - Review exemptions to eviction moratoriums for when tenants damage the unit
 - School year eviction moratorium
- Tenant rights outreach and education
- Landlord education & licensing requirements
- Predatory landlords
- Health & safety conditions in units
- Accessible income restricted housing options (requiring 3x the rent in income can be a barrier)
- Program to support landlord/tenant conflicts – i.e. mediation, something like community court
- Tools for renters to end a lease early should they lose income
- Rental assistance (in our legislative agenda)
- Landlord insurance for damaged units and unpaid rent



**CITY OF TACOMA, WASHINGTON
OFFICE OF THE CITY COUNCIL
COUNCIL CONSIDERATION REQUEST**

TO: Tacoma City Council
FROM: Mayor Victoria Woodards and Chief Policy Analyst Bucoda Warren
COPIES TO: Elizabeth Pauli, City Manager; Chris Bacha, City Attorney
SUBJECT: **A resolution cancelling authorization for a Council Contingency Fund expenditure in the amount of \$50,000 to support the Labor Standards Task Force as approved by Resolution 41735. – Requested for December 2, 2025**
DATE: July 9, 2025

I ask for your support for a resolution cancelling authorization for a Council Contingency Fund expenditure in the amount of \$50,000 to support the Labor Standards Task Force as approved by Resolution 41735.

LEGISLATIVE INTENT:

Council Contingency Fund Request:

Resolution 41735 authorizing a Council Contingency Fund expenditure in the amount of \$50,000 for staffing and facilitation of the task force was adopted by the City Council on August 12, 2025. With Court decisions and a change in timing for labor standards to be considered during the February special election, there is no longer adequate time to appropriately establish and engage a task force on the topics of the initiative nor other labor standards before the end of the year.

FUNDING REQUESTED:

-\$ 50,000

COMMUNITY ENGAGEMENT/ (CUSTOMER RESEARCH):

In light of shifting community needs and evolving priorities toward the end of the year, we are recommending cancellation of the task force spending authorization. This action will allow the City to redirect available funds to address emerging issues resulting from recent federal actions and areas where federal inaction has created additional local pressure, and other evolving needs.

By maintaining flexibility in our resources, the City can better respond to the needs of residents and stakeholders as they arise, ensuring that engagement and service delivery remain responsive and effective.

2025 STRATEGIC PRIORITIES:

Equity and Accessibility:

cancelling the Council Contingency funding authorization for a task force that will not be stood up will allow Council to reallocate the funding to other emergent needs to support Tacoma, better supporting the community.

ALTERNATIVES:

Alternative	Positive Impacts	Negative Impacts
1.Reject cancellation	Funding available for a future task force in the biennium.	Less funding available for emergent issues

EVALUATIONS AND FOLLOW UP:

There will be no evaluation or follow up of this cancellation.

SPONSOR RECOMMENDATION:

We recommend approval of this resolution to allow funding to be used for other purposes.

FISCAL IMPACT:

Returning \$50,000 to the Council Contingency Fund for future expenses.

If you have a question related to the Council Contingency Fund Request, please contact Bucoda Warren at 253-318-0594 or Bwarren@cityoftacoma.org.

SUBMITTED FOR COUNCIL CONSIDERATION BY: Mayor Victoria Woodards

SUPPORTING COUNCIL MEMBERS SIGNATURES

1.  POS# 1

2.  POS# 5

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.		
Resolution 41140		
Grit of Destiny Sponsorship	\$	15,000.00
A Council Contingency Fund expenditure of \$15,000 for a "Grit of Destiny: City of Tacoma" Documentary		
Resolution 411735		
Tacoma Labor Standards Task Force	\$	50,000.00
A Council Contingency Fund expenditure of \$50,000 for staffing and facilitation of the Tacoma Labor Standards Task Force.		
Resolution 41757		
AIDNW	\$	20,000.00
A Council Contingency Fund expenditure of \$20,000 to Advocates for Immigrants in Detention Northwest for their phone call fund.		
Resolution 41773		
2nd Cycle Bike Stories	\$	2,500.00
A Council Contingency Fund expenditure of \$2,500 to sponsor 2nd Cycle's Bike Stories.		
Resolution 41774		
Trick or Streets	\$	7,500.00
A Council Contingency Fund expenditure of \$7,500 to sponsor Trick or Streets community event.		
Resolution 41791		
Larchmont Community Schoolyard Project	\$	32,380.44
A Council Contingency fund expenditure of \$32,380.44 in support of the Larchmont Community Schoolyard project.		
To Council November 18, 2025		
Year of Belonging	\$	25,000.00
A Council Contingency Expenditure of \$25,000 to Sponsor Year Belonging Initiative		
To Study Session November 18, 2025		
Tacoma a Rescue Mission's Youth Program	\$	10,000.00
A Council Contingency Expenditure of \$10,000 to Support Expanded Services for the Tacoma Rescue Mission's Youth Program.		
To Study Session November 18, 2025		
Tacoma Labor Task Force Standards Allocation Back to Council Contingency	\$	(50,000.00)
A Resolution Cancelling Authorization for a Council Contingency Fund Expenditure in the amount of 50,000 as approved by Resolution 41735.		
To Study Session November 18, 2025		
Holiday on Broadway Support and Ease of Activation Plan	\$	35,000.00
A Resolution authorizing a Council Contingency Fund expenditure in the amount of \$35,000 to support Holiday on Broadway and the plan to ease the activation of Broadway and other areas downtown.		
To Study Session November 18, 2025		
Sister Cities Sign Installation	\$	30,000.00
A Council Contingency Fund expenditure in the amount of \$30,000 for matching funds to support the Sister Cities sign installation near Tollefson Plaza.		
Starting Balance	\$	321,709.00
Total Amount Allotted	\$	302,380.44
Current Balance	\$	19,328.56



**CITY OF TACOMA, WASHINGTON
OFFICE OF THE CITY COUNCIL
COUNCIL CONSIDERATION REQUEST**

TO: Mayor & City Council
FROM: Mayor Victoria Woodards and Chief Policy Analyst Bucoda Warren
COPIES TO: Hyun Kim, City Manager; Chris Bacha, City Attorney
SUBJECT: **A resolution authorizing a Council Contingency Fund expenditure in the amount of \$35,000 to support the Holiday on Broadway and the plan to ease the activation of Broadway and other areas of downtown—
Requested for December 2, 2025**
DATE: November 18, 2025

A resolution authorizing a Council Contingency Fund expenditure in the amount of \$35,000 to support Holiday on Broadway and the plan to ease the activation of Broadway and other areas of downtown.

**LEGISLATIVE INTENT:
Council Contingency Fund Request:**

The intent of this funding request is to advance the City's strategic objectives related to downtown revitalization through support of the "Holiday on Broadway", and ongoing frameworks for downtown activation. This initiative represents a physical expression of the BLOXHUB framework, integrating design, activation, and partnership strategies to strengthen Tacoma's urban core. The program will unify the City's traditional marquee holiday events under a cohesive seasonal identity, introducing new components that enhance the vitality, accessibility, and visual appeal of the downtown environment.

Specifically, the initiative includes expanded holiday decorations throughout the downtown core, activation of the North Park Garage through community programming, and establishment of additional new Holiday activations coinciding with the opening weekend of the Nutcracker. These efforts are designed to increase pedestrian activity, support local businesses, and reinforce downtown Tacoma as a welcoming and vibrant destination during the holiday season and beyond.

This investment builds upon the success of recent activations, including the Broadway Block Party and the Sunday Market, both of which have demonstrated the economic and social benefits of strategic public space use. The initiative also strengthens partnerships among key organization including Downtown On the Go, Downtown Tacoma Partnership, University of Washington Tacoma, Tacoma Venues and Events, and various property owners while supporting the development of an impact analysis framework and event permitting playbook to guide future activations.

The investment also build upon over 18 months of engagement with BLOXHUB, the Nordic Hub for sustainable urbanization which brings together global success strategies to help cities everywhere better respond to emergent needs, particularly for Tacoma the pandemic impact on downtown and lack of activation in the downtown core.

Through this funding, the City affirms its legislative intent to deploy resources that foster sustained economic activity, enhance community engagement, and promote long-term stewardship of downtown public spaces consistent with the City's vision for a thriving, resilient, and inclusive urban center.

FUNDING REQUESTED:
\$ 35,000

COMMUNITY ENGAGEMENT/ (CUSTOMER RESEARCH):

This initiative is based on over 18 months of work and partnership with BLOXHUB and downtown partners to identify solutions and choose an implementation project together. The engagement included city staff, and key organization including Downtown On the Go, Downtown Tacoma Partnership, University of Washington Tacoma, Tacoma Venues and Events, and various property owners.

2025 STRATEGIC PRIORITIES:

Equity and Accessibility:

Downtown lacks a strong resident identity, mostly being defined by property owners and businesses. The equity index shows that there are a lack of opportunities in the areas of livability and economy for a number of reasons, and by focusing resources into this area we are helping improve this neighborhood as it continued to grow, and better set up the heart of our city for future growth.

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

Decrease the number of vacant properties downtown and in the neighborhood business districts.

Livability: *Equity Index Score:* Very Low Opportunity

Increase positive public perception of safety and overall quality of life.

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

activating the downtown core will help improve the use and perception of downtown, and the additional feet on the street will improve safety and engagement downtown. Additionally, the activations will help bring people to areas that are often underutilized during the colder month and create strategies for using vacant spaces.

ALTERNATIVES:

Alternative	Positive Impacts	Negative Impacts
1.Do not fund	More funding available for emergent issues	

EVALUATIONS AND FOLLOW UP:

Economic Development staff will continue to work closely with Downtown Tacoma Partnership as the primary partners implementing this work and will be able to report back to EDC and/or Council when appropriate on future impacts.

SPONSOR RECOMMENDATION:

We recommend adoption of the council contingency funding request to support downtown revitalization efforts and continue the partnerships and momentum of those partners.

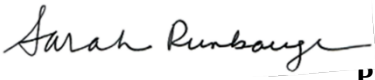
FISCAL IMPACT:

Up to \$35,000 in appropriate reimbursable costs to the organization from the Council Contingency Fund.

If you have a question related to the Council Contingency Fund Request, please contact Bucoda Warren at 253-318-0594 or Bwarren@cityoftacoma.org.

SUBMITTED FOR COUNCIL CONSIDERATION BY: Mayor Victoria Woodards

SUPPORTING COUNCIL MEMBERS SIGNATURES

1.  POS# 2

2.  POS# 8

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.		
Resolution 41140		
Grit of Destiny Sponsorship	\$	15,000.00
A Council Contingency Fund expenditure of \$15,000 for a "Grit of Destiny: City of Tacoma" Documentary		
Resolution 411735		
Tacoma Labor Standards Task Force	\$	50,000.00
A Council Contingency Fund expenditure of \$50,000 for staffing and facilitation of the Tacoma Labor Standards Task Force.		
Resolution 41757		
AIDNW	\$	20,000.00
A Council Contingency Fund expenditure of \$20,000 to Advocates for Immigrants in Detention Northwest for their phone call fund.		
Resolution 41773		
2nd Cycle Bike Stories	\$	2,500.00
A Council Contingency Fund expenditure of \$2,500 to sponsor 2nd Cycle's Bike Stories.		
Resolution 41774		
Trick or Streets	\$	7,500.00
A Council Contingency Fund expenditure of \$7,500 to sponsor Trick or Streets community event.		
Resolution 41791		
Larchmont Community Schoolyard Project	\$	32,380.44
A Council Contingency fund expenditure of \$32,380.44 in support of the Larchmont Community Schoolyard project.		
To Council November 18, 2025		
Year of Belonging	\$	25,000.00
A Council Contingency Expenditure of \$25,000 to Sponsor Year Belonging Initiative		
To Study Session November 18, 2025		
Tacoma a Rescue Mission's Youth Program	\$	10,000.00
A Council Contingency Expenditure of \$10,000 to Support Expanded Services for the Tacoma Rescue Mission's Youth Program.		
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Tacoma Labor Task Force Standards Allocation Back to Council Contingency	\$	(50,000.00)
A Resolution Cancelling Authorization for a Council Contingency Fund Expenditure in the amount of 50,000 as approved by Resolution 41735.		
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Holiday on Broadway Support and Ease of Activation Plan	\$	35,000.00
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Sister Cities Sign Installation	\$	30,000.00
A Council Contingency Fund expenditure in the amount of \$30,000 for matching funds to support the Sister Cities sign installation near Tollefson Plaza.		
Starting Balance	\$	321,709.00
Total Amount Allotted	\$	302,380.44
Current Balance	\$	19,328.56



**CITY OF TACOMA, WASHINGTON
OFFICE OF THE CITY COUNCIL
COUNCIL CONSIDERATION REQUEST**

TO: Mayor & City Council
FROM: Mayor Victoria Woodards and Chief Policy Analyst Bucoda Warren
COPIES TO: Hyun Kim, Interim City Manager; Chris Bacha, City Attorney
SUBJECT: a resolution authorizing a Council Contingency Fund expenditure in the amount of \$30,000 for matching funds to support the Sister Cities Sign installation near Tollefson Plaza – Requested for December 2, 2025
DATE: November 18, 2025

I ask for your support for a resolution authorizing a Council Contingency Fund expenditure in the amount of \$30,000 for matching funds to support the Sister Cities Sign installation near Tollefson Plaza.

LEGISLATIVE INTENT:

Council Contingency Fund Request:

The intent of this funding request is to support the installation of a permanent Sister Cities Sign Project that celebrates and visually represents the City's longstanding international partnerships. The project is designed to highlight each of the City's sister city relationships through an attractive, durable sign installation placed in a prominent civic location.

This initiative reflects the City Council's commitment to fostering global understanding, cultural exchange, and economic cooperation through the Sister Cities program. The installation will serve both as a public art feature and an educational element, reinforcing the City's identity as a globally engaged community and a welcoming destination for international visitors, delegations, and residents alike.

Funding for this project aligns with the City's broader goals of enhancing civic pride, promoting cultural diplomacy, and creating visually engaging public spaces that reflect community values and international connections.

\$25,000 in funds are intended to match funding put forward by the Sister Cities Council for the development and installation of the signage. The City is supporting the process to clarify permitting needs for the Tollefson Plaza site and will be supportive of the installation and future maintenance. \$5,000 in funding is to be provided to Public Works for ongoing basic maintenance costs and support in the near term, with an expectation that an MOU with Sister Cities Council will outline their responsibility to fund damage, replacement, etc in the future.

FUNDING REQUESTED:
\$ 30,000

COMMUNITY ENGAGEMENT/ (CUSTOMER RESEARCH):

The Sister Cities Sign Project has been developed with input and support from key community partners, including members of the local Sister Cities Council, cultural organizations, and community representatives connected to each sister city relationship. The Sister Cities Council has led the engagement efforts that have focused on ensuring that the design and placement of the sign reflect the diversity and shared values of the community while honoring the unique cultural identities of each partner city. In addition, then Sister Cities Council has led the design of the signage itself.

2025 STRATEGIC PRIORITIES:**Equity and Accessibility:**

The Sister Cities Sign Project has been developed with a focus on equity, inclusion, and accessibility. The project design and location will ensure that the installation is welcoming and accessible to all community members, including individuals with disabilities. Universal design principles will guide site selection, sign height, and wayfinding features to support clear visibility, safe access, and ease of interaction for all visitors.

In keeping with the City's equity commitments, the project also aims to represent the full diversity of the community and its international partners. Each sister city will be acknowledged equally in design and presentation, reflecting mutual respect and shared global connection. The sign will serve as a tangible expression of belonging, inviting all residents, regardless of background or ability, to engage with and take pride in the City's international relationships.

ALTERNATIVES:

Alternative	Positive Impacts	Negative Impacts
1.Do not Fund	More funding available for emergent issues	Match not funded, and sign unlikely to be completed.

EVALUATIONS AND FOLLOW UP:

The Mayor's Office as the lead on the Sister Cities Program will continue to have regular engagement with the Sister Cities Council to navigate challenges and needs throughout the project and can update the full Council as needed.

SPONSOR RECOMMENDATION:

We recommend approval of this funding to support the long overdue installation of this signage in Tacoma.

FISCAL IMPACT:

Up to \$30,000 in appropriate reimbursable costs to the organization from the Council Contingency Fund.

If you have a question related to the Council Contingency Fund Request, please contact Bucoda Warren at 253-318-0594 or Bwarren@cityoftacoma.org.

SUBMITTED FOR COUNCIL CONSIDERATION BY: Mayor Victoria Woodards

SUPPORTING COUNCIL MEMBERS SIGNATURES

1.  _____ POS# _____5_____

2.  _____ POS# _____8_____

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**CITY OF TACOMA, WASHINGTON
OFFICE OF THE CITY COUNCIL
COUNCIL CONSIDERATION REQUEST**

TO: Mayor & City Council
FROM: Deputy Mayor Kiara Daniels and Policy Analyst Christina Caan
COPIES TO: Hyun Kim, Interim City Manager; Chris Bacha, City Attorney
SUBJECT: **Resolution – Council contingency fund request to support expanded services for the Tacoma Rescue Mission’s Youth Program**
DATE: November 12, 2025

We ask for your support for a Council contingency fund expenditure of \$10,000 to support expanded services for the Tacoma Rescue Mission’s Youth Program.

LEGISLATIVE INTENT

Council Contingency Fund Request: We ask for your support for a Council contingency fund expenditure of \$10,000 to support expanded services for the Tacoma Rescue Mission (TRM) Youth Program. For more than 100 years, TRM has served the homeless community in Tacoma and Pierce County by providing emergency services, such as shelter, food, and other self-sufficiency programs. TRM’s Youth Program supports the academic, emotional and social development of children experiencing homelessness.¹

- Each year, TRM provides more than 10,000 hours of supportive, nurturing guidance and educational off-campus experiences to over 350 traumatized and vulnerable homeless children. Children enrolled in TRM’s Youth Program have shown measurable improvement in academic performance and social well-being.

TRM’s Youth Program helps to advance several of the City’s strategic priorities. The City’s 2022-2028 Homelessness Strategy specifically identifies a need to ensure that youth and young adults have adequate supportive services to help to break the cycle of homelessness.² In addition, the Community Safety Action Strategy notes a need to support families to overcome trauma and work towards a community where everyone belongs.³ The City also recognizes the vital importance of investing in youth services to help with youth development opportunities and youth violence prevention.⁴ Finally, TRM’s Youth Program helps to advance the City’s livability, inclusion, and accessibility goals outlined in the Tacoma 2025 Framework.⁵

- This Council contingency fund request would provide support for TRM’s Youth Program and enable expanded service provision and support services, such as tutoring, games, sports,

¹ [Youth – Tacoma Rescue Mission](#)

² [Homelessness Strategy-v3 footnotes.pdf](#)

³ [Community Safety Action Strategy | City of Tacoma](#)

⁴ [Violence Reduction & Community Support | City of Tacoma](#)

⁵ [City of Tacoma 2025](#)

educational field trips, and activity nights that help them forge healthy habits and trusting relationships.

FUNDING REQUESTED: \$10,000

DESIRED RESOLUTION DATE: December 2, 2025

COMMUNITY ENGAGEMENT

Deputy Mayor Kiara Daniels has engaged with TRM's Youth Program Manager and participated in events at TRM's family shelter, where she has worked directly with children participating in the Youth Program. These experiences have provided first-hand insight into the invaluable positive impact the Youth Program has on young people. Community members have also expressed a desire for the City to do more to assist vulnerable young people and families experiencing homelessness. In addition, the City's Community Survey shows that the top priority issue that residents think the City should address is homelessness.⁶

2025 STRATEGIC PRIORITIES

Equity and Accessibility: The 2025 Pierce County Point in Time Count showed that nearly 300 children under the age of 18 are experiencing homelessness in Pierce County, with most staying in shelter environments, and that homelessness disproportionately impacts people of color.⁷ TRM's Youth Program strives to ensure that vital development opportunities are available for all young people to help build important social skills, engage in teamwork and collaboration, and establish positive relationships with adults.

Education: *Equity Index Score:* Moderate Opportunity

Increase the number of quality out of school time learning opportunities distributed equitably across the city.

Civic Engagement: *Equity Index Score:* Moderate Opportunity

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.

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

Livability: *Equity Index Score:* Moderate Opportunity

Increase positive public perception of safety and overall quality of life.

ALTERNATIVES

Alternative	Positive Impacts	Negative Impacts
Do not provide funding to TRM's Youth Services Program.	Council would preserve contingency funds for other priorities.	TRM's Youth Program already depends heavily on volunteer assistance and would need to continue to find alternative funding and support, potentially reducing the scope and scale of youth services.

⁶ [Tacoma Community Survey 2024.pdf](#)

⁷ [2025 Homeless Point-in-Time Count Results](#)

EVALUATIONS AND FOLLOW UP

The City of Tacoma will provide information on how to apply for the Special Events Funding Program Application in future years.

SPONSOR RECOMMENDATION

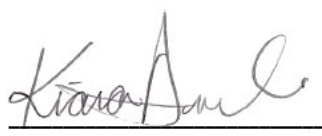
Sponsors recommend providing \$10,000 in Council contingency funds to support the TRM's Youth Program.

FISCAL IMPACT

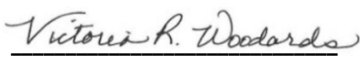
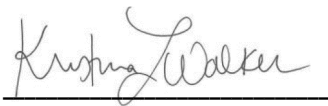
\$10,000 from Council contingency funds.

If you have a question related to the Council contingency fund request, please contact Christina Caan, Policy Analyst, at (253) 219-0679 (phone) or ccaan@tacoma.gov.

SUBMITTED FOR COUNCIL CONSIDERATION BY:


Deputy Mayor Kiara Daniels

SUPPORTING COUNCIL MEMBERS SIGNATURES

1.  POS# __Mayor__
2.  POS# __8__
3.  POS# __3__

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Date	Meeting	Subject	Department	Background
November 18, 2025	Study Session (Hybrid Council Chambers / Dial-in 12:00 p.m.)	Tacoma 2035 Ten-year Strategic Plan	Center for Strategic Priorities - Jacques Colon & Ted Richardson	Staff will present an update on the work of the Center for Strategic Priorities, focusing on the development of the City's Tacoma 2035 ten-year strategic plan.
		Council Consideration Requests	Mayor & Council Members	
		Executive Session - Potential Litigation		
	City Council Meeting (hybrid Council Chambers /dial-in 5:00 PM)			
November 25, 2025	*Cancelled			
December 2, 2025	Study Session (Hybrid Council Chambers / Dial-in 12:00 p.m.)	Puget Sound Nutrient Regulations	Environmental Services - Ramiro Chavez, Teresa Peterson, Cassandra Moore	Environmental Services will provide an overview of the Washington State Department of Ecology's regulatory approach for Puget Sound nutrients and discuss the potential impacts these regulations may have on the City of Tacoma.
	City Council Meeting (hybrid Council Chambers /dial-in 5:00 PM)			
December 9, 2025	Study Session (Hybrid Council Chambers / Dial-in 12:00 p.m.)			
	City Council Meeting (hybrid Council Chambers /dial-in 5:00 PM)			
December 16, 2025	Study Session (Hybrid Council Chambers / Dial-in 12:00 p.m.)			
	City Council Meeting (hybrid Council Chambers /dial-in 5:00 PM)			
December 23, 2025	*Cancelled			
December 30, 2025	*Cancelled			

Community Vitality and Safety Committee			
Committee Members (Chair) CM Rumbaugh, (Vice Chair) CM Walker, CM Sadalge, and CM Scott Alternate: CM Diaz Executive Liaison: Vicky McLaurin; Coordinator: Arsenio Roddy-Little		2nd and 4th Thursdays of the month 4:30pm Zoom and TMB 248	CBC Assignments • Commission on Disabilities • Commission on Immigrant and Refugee Affairs • Community's Police Advisory Committee • Housing Authority • Human Rights Commission • Human Services Commission • Public Library Board • Tacoma Community Redevelopment Authority
Date	Topic	Presenter(s)	Description
November 6, 2025	Special Meeting: Landlord Fairness Code Initiative	Council Member Sarah Rumbaugh, City Council	
November 13, 2025	Cancelled		
November 27, 2025	Cancelled		
December 11, 2025	Community's Police Advisory Committee Interviews	Nicole Emery, City Clerk	The Committee will conduct interviews to fill six seats on the Advisory Committee for terms to begin January 1, 2026.
December 25, 2025	Cancelled		

Economic Development Committee			
Committee Members (Chair) DM Daniels, (Vice Chair) CM Diaz, CM Bushnell, and CM Scott Alternate: CM Rumbaugh; Executive Liaison: Tanja Carter; Coordinator: Anna Le		2nd, 4th, and 5th Tuesdays of the month 10:00am Zoom and TMB 248	CBC Assignments • City Events and Recognition Committee • Equity in Contracting Advisory Committee • Convention Center Public Facilities District • Tacoma Arts Commission • Tacoma Creates Advisory Board
Date	Topic	Presenter(s)	Description
November 11, 2025	Cancelled	--	--
November 25, 2025	Cancelled	--	--
December 9, 2025	Tacoma Arts Commission Interviews	Nicole Emery, City Clerk	The Committee will conduct interviews to fill seven seats on the Commission for terms to begin January 1, 2026.
	Tacoma Creates Advisory Board Interviews	Nicole Emery, City Clerk	The Committee will conduct interviews to fill one seat on the Board for an unexpired term ending August 31, 2028.
December 23, 2025	Cancelled	--	--
December 30, 2026	Cancelled	--	--

Government Performance and Finance Committee			
Committee Members (Chair) CM Hines, (Vice Chair) CM Bushnell, DM Daniels, and CM Rumbaugh Alternate: CM Walker Executive Liaison: Andy Cherullo; Coordinator: Chantra Real		1st and 3rd Tuesdays of the month 10:00am Zoom and TMB 248	CBC Assignments • Audit Advisory Board • Board of Ethics • Civil Service Board • Public Utility Board
Date	Topic	Presenter(s)	Description
November 18, 2025	Updates to TMC Tax Code 6A Based on Recent State Law Changes	Danielle Larson, Division Manager, Tax & License/Finance Department	ESSB 5814 changed the definition of retail sales which requires considering changes to TMC.
	Telecommunications Franchise Agreement with SQF, LLC	Jeff Lueders, Media & Communications (MCO) Division Manager	Staff from MCO will present on a 10 year telecommunications franchise agreement with SQF, LLC to operate in the City of Tacoma's right of way.
	Cyber Security Update	Daniel Key, Director, Information Technology Department; Paul Federighi, Assistant Director, IT Information Assurance	Staff from the IT Department will provide an informational update on the City's Cyber Secuiry programs.
	Monthly Budget Update	Andy Cherullo, Finance Director	Staff from OMB will present on topics related to the current biennium budget, revenue collections and expenditures, and other issues related to budgeting.
December 2, 2025	<i>Pending</i>	<i>Nicole Emery, City Clerk</i>	<i>Hold for Council consideration items</i>
December 16, 2025	Board of Ethics Interviews	Nicole Emery, City Clerk	Interviews to fill vacancies on the Board of Ethics.
	Monthly Budget Update	Andy Cherullo, Finance Director	Staff from OMB will present on topics related to the current biennium budget, revenue collections and expenditures, and other issues related to budgeting.

Infrastructure, Planning, and Sustainability Committee			
Committee Members (Chair) CM Walker, (Vice Chair) CM Diaz, CM Hines, and CM Sadalge Alternate: CM Bushnell Executive Liaison: Ramiro Chavez; Coordinator: Anna Le		2nd and 4th Wednesdays of the month 4:30pm Zoom and TMB 248	CBC Assignments • Board of Building Appeals • Climate and Sustainability Commission • Landmarks Preservation Commission • Planning Commission • Transportation Commission • Urban Design Board
Date	Topic	Presenter(s)	Description
November 12, 2025	Cancelled	--	--
November 26, 2025	Cancelled	--	--
December 10, 2025	Landmarks Preservation Commission Application Review	Nicole Emery, City Clerk	The Committee will review applications to fill three seats on the Commission for terms to begin January 1, 2026.
	Clean Energy Implementation Plan Update	Ahlmahz Negash, Principal Data Analyst, Tacoma Power	An update on Tacoma Power's progress on implementation of mandatory clean electricity targets set by the Clean Energy Transformation Act.
December 24, 2025	Cancelled	--	--
January 14, 2026	Cancelled	--	--