



State of Washington
PUBLIC DISCLOSURE COMMISSION

711 Capitol Way Rm. 206, PO Box 40908 • Olympia, Washington 98504-0908
(360) 753-1111 • FAX (360) 753-1112
Toll Free 1-877-601-2828 • E-mail: pdcc@pdcc.wa.gov • Website: www.pdca.wa.gov

Memorandum

To: Public Disclosure Commission

From: Tabitha Townsend, Compliance Coordinator

Date: August 17, 2022

Subject: Victoria Woodards Enforcement Hearing Memorandum: PDC Case 109817

Allegations:

PDC staff alleges that Victoria Woodards, the current Mayor of the City of Tacoma, violated RCW 42.17A.700 by failing to file a Personal Financial Affairs Statement (F-1 report) for calendar year 2021 that was due no later than April 15, 2022.

Background:

- Victoria Woodards (the “Respondent”) has been the Mayor for City of Tacoma since 2018. She was elected to the position in the 2017 Election and started January 1, 2018. She previously was on the City Council for City of Tacoma for seven years.
- Pursuant to RCW 42.17A.700, an elected or appointed official who held office at any time in 2021 was required to file an F-1 report, disclosing personal financial information for the portion of the year 2021 in office, no later than April 15, 2022.
- In March and April of 2022, PDC staff sent email reminders to all elected and appointed officials regarding their missing F-1 reports for calendar year 2021.
- On May 11, 2022, PDC staff emailed officials warning notices regarding missing F-1 reports. The notice was sent to the email addresses-of-record.
- On August 11, 2022, PDC staff served the Respondent, by email and mail, with a hearing notice for an August 25, 2022 Enforcement Hearing before the full Public Disclosure Commission concerning his failure to file the F-1 report.
- As of August 17, 2022, the Respondent has not filed the missing F-1 report covering calendar year 2021 that was due no later than April 15, 2022.

Prior Violation of RCW 42.17A.700:

The Respondent has one prior violation of RCW 42.17A.700 that occurred within the last five years:

Prior Violation (PDC Case 94265)

- The Respondent failed to timely file an F-1 report for calendar year 2020, which was due no later than April 15, 2021.
- On July 15, 2021, a Brief Adjudicative Proceeding (Brief Enforcement Hearing) was held, in which the Respondent was found in violation of RCW 42.17A.700 and assessed a \$250 penalty for failing to file a F-1 report that was due no later than April 15, 2021. PDC staff served the Initial Order to the Respondent, by mail and email, on August 17, 2021.
- As of August 17, 2022, the Respondent has not filed the F-1 report for calendar year 2020 or paid the \$250 civil penalty for PDC Case 94265.

Additional Information:

- The Respondent currently has an unpaid balance of \$250 outstanding for prior enforcement case 94265 with the PDC, which was sent to collections. No payments have been made by the Respondent.
- Per WAC 390-37-143(5), cases “will automatically be scheduled before the full commission for an enforcement action when the respondent:
“(a) Was found in violation during a previous reporting period;
“(b) The violation remains in effect following any appeals; and
“(c) The person has not file the disclosure forms that were the subject of the prior violation at the time the current hearing notice is being sent.”

Staff Recommendations:

- Staff recommends the Commission find that the Respondent violated RCW 42.17A.700 by failing to timely file an F-1 report for calendar year 2021, and:
- Assess the Respondent a civil penalty, per WAC 390-37-182, the full adjudicatory proceeding penalty schedule, made payable within 30 days of the date of the Order. The base penalty range for a 2nd occasion for violation of RCW 42.17A.700 and 1st occasion at Full Adjudicative Proceeding where the F-1 report is not filed is \$1,000-\$2,000; and
- Order the Respondent to file an F-1 report covering calendar year 2021 within 30 days of the date of the Order.