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- The public may also watch, listen to, or participate in the meeting live by visiting <https://us02web.zoom.us/j/89255646791> or by telephoning 1-253-215-8782 and entering Meeting ID 892 5564 6791.
- The public is encouraged to comment via email to cityclerk@anacorteswa.gov or via written comment addressed to City Clerk, P.O. Box 547, Anacortes, WA 98221. Public comments received by the City Clerk prior to 3:00 p.m. the day of the meeting will become part of the record for the meeting, just as if presented in person.
- Complete guidelines for virtual participation in Anacortes City Council meetings are available [here](#). View the quick video example for connecting to the meeting [here](#).



Anacortes City Council
Municipal Building Council Chambers
904 6th Street

January 12, 2026
6:00 PM

PRELIMINARY AGENDA
[Packet Materials](#) / [Watch Meeting](#)

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Announcements and Committee Reports**
4. **Public Comment**
 - a. Written Public Comment
5. **Consent Agenda**
 - a. Minutes of January 5, 2026 (Action)
 - b. Approval of claims in the amount of \$2,287,542.76 (Action)
6. **Other Business**
 - a. * Resolution 3200: Appointment of Councilmembers to Committees for 2026–2027 (Action)
 - b. Interlocal Agreement #26-045-ASC-001 with Skagit County for the 2026 Senior Services Program (Discussion/Possible Action)
 - c. Contract Award: Cartegraph Solutions and Subscription Agreement 2026-2028 #26-006-IDS-001 (Discussion/Action)
 - d. Resolution 3207: Updated Legislative Priorities for 2026 (Discussion/Action)
7. **Adjournment**

The City of Anacortes is committed to making public meetings available and accessible to all members of the community. For assistance with special needs, please contact the City Clerk at 360-299-1960 in advance of the meeting.

From: [William Turner](#)
To: [Anthony Young](#); [Bruce McDougall](#); [Carolyn Moulton](#); [Christine Cleland-McGrath](#); [Luke Currier](#); [Ryan Walters](#); [TJ Fantini](#); [CityClerk](#); [Ryan Walters](#)
Cc: [TJ Fantini](#); [Anthony Young](#)
Subject: New council person and the OPMA. Open Public Meetings Act
Date: Monday, January 12, 2026 1:45:49 PM

***** This email is from outside the City of Anacortes network. Please use caution when clicking on links, opening attachments, or replying. *****

Dear Council, Mayor and interested parties,

I thought I better warn you all that having an Executive Meeting to discuss a new council person is completely inappropriate as it violates the OPMA. The Executive sessions are intended for employees or staff personnel that you have control over, not to “elect” a new council person. Once again, the Council refuses to understand what the law says about Public Participation in the GMA.

Not only should the Council be choosing elected leaders in the open, but after my repeated emails pointing out your error on what the OPMA says about council committee meetings, you still persist in NO AGENDA AND MINUTES OF ANY SUBCOMMITTEE MEETING OF COUNCIL for 8 years. This is clearly unlawful and the recent appeals filed by Ian and myself point this out.

Please stop this unlawful behavior and consider spending a lot more time reaching out to the public by obeying the law.

GOOD LUCK!

Sincerely, Bill Turner

Anacortes City Council Minutes - January 5, 2026

Call to Order

Mayor Ryan Walters called to order the January 5, 2026, Anacortes City Council meeting at 6:03 p.m. Councilmembers TJ Fantini, Anthony Young, Christine Cleland-McGrath, Carolyn Moulton, Bruce McDougall and Luke Currier were present.

Pledge of Allegiance

The assembly joined in the Pledge of Allegiance.

Oaths of Office

Skagit County Superior Court Judge Elizabeth Y. Neidzowski administered the oath of office to Councilmembers Currier, McDougall, Moulton, and Young. Judge Neidzowski then administered the oath of office to Mayor Walters.

Announcements and Committee Reports

Mayor Announcements

Mayor Walters announced that 2026 is the 250th anniversary of the Declaration of Independence from Great Britain, the 135th anniversary of the incorporation of Anacortes and three years from the sesquicentennial of the founding of Anacortes. He then added that 2026 is the centennial anniversary of the Port of Anacortes, and the 60th birthday of the original Star Trek. He then provided an outlook on the city's challenging fiscal position, expressing a desire to avoid the layoffs and budget cuts made at the end of 2025 and emphasizing the importance of maintaining staff levels. He then announced that he would issue an executive order that would lay out measures to cut expenses further by prohibiting certain purchases, deferring large expenses early in the year to maintain cash flow, continuing the hiring freeze to evaluate positions before filling them, examining ways to reduce and consolidate the city's vehicle fleet and limitations on a department's ability to shift funds between budget line items. He added that the order will also direct staff to explore alternative revenue sources and facilitate economic growth that generates more sales tax revenue, and issue permits quicker. He mentioned making investments that generate revenue, such as re-paving Commercial Avenue and building the Public Events Facility. He pledged to keep the council and public informed of progress in these areas and that it would not be business as usual, while emphasizing that there is an opportunity to be a more efficient, sustainable and resilient government.

Mayor Walters then announced that he had appointed Ms. Moulton to the Skagit Transit Board, Terry Carroll-Gillis to the Anacortes Housing Authority Board, and recommended to the Skagit County Board of Commissioners that they appoint Jan Robinson to the Skagit Ferry Advisory Committee. He also announced that the Skagit County Board of Commissioners is advertising for the Skagit County Climate Impact Advisory Committee with applications due by January 30th at 4pm.

Police Officers Swearing In

Police Chief Dave Floyd introduced, and Mayor Walters administered the oath of office to Police Officer Carl Wallace, Police Officer Benjamin West, and Records Officer Liz Wingard.

Public Comment

Mayor Walters invited the public to comment on any item not on the agenda.

Suzanne Rohner of Anacortes commented on the manner of administering the oath of office.

Consent Agenda

Mr. Fantini moved, seconded by Mr. Young, to approve the following Consent Agenda items. The motion carried unanimously by voice vote.

a. Minutes of December 22, 2025

b. Approval of claims in the amount of \$1,212,591.04

The following vouchers/checks were approved for payment:

EFT numbers: 114428 through 114485, total \$973,246.42

Check numbers: 114486 through 114511 total \$212,677.50

Wire transfer numbers: 381724 through 382348, total \$26,667.12

c. Contract Award: On-Call Fiber General Contractor Services 2026-2028 #25-216-FBR-001

Closed Record Decision Hearing

Port of Anacortes Shoreline Substantial Development Permit (SDP-2023-0003) & Framework Development Plan Agreement (FMW-2023-0001) for the West Basin Redevelopment Project

Senior Planner Grace Pollard introduced the substantial development permit (SDP-2023-0003) and framework development plan agreement (FMW-2023-0001) with the Port of Anacortes for the West Basin Redevelopment project, referring to a slide presentation that was included in the packet materials for the meeting. Port Executive Director John Dumas and Port Commissioners Kathy Pittis, Mary Lafleur, Bob Papadakis, Bonnie Bowers, and Shawn Ottenbreit were in attendance.

Adam Morrow of Pacific Survey and Engineering spoke on behalf of the Port of Anacortes.

Discussion topics included:

- Conditions of approval.

TJ Fantini moved, seconded by Christine Cleland-McGrath, to approve the Port of Anacortes Cap Sante West Basin Redevelopment Shoreline Substantial Development Permit (SDP-2023-0003) consistent with the Planning Commission's recommendation dated Dec 10, 2025, based on the findings of fact and conclusions of law contained in the record and subject to the conditions of approval as presented, and further to authorize the mayor to sign the final decision document on behalf of the City Council.

Vote: Ayes - Carolyn Moulton, Anthony Young, Christine Cleland-McGrath, Bruce McDougall, TJ Fantini, Luke Currier. Nays - None. Abstentions - None. Result: Passed

TJ Fantini moved, seconded by Bruce McDougall, to the Port of Anacortes Cap Sante West Basin Redevelopment Shoreline Substantial Development Permit (SDP-2023-0003) consistent with Planning Commission recommendation dated Dec 10, 2025, based on the findings of fact and conclusions of law contained in the record and subject to the conditions of approval as presented, and further to authorize the mayor to sign the final decision document on behalf of the City Council.

Vote: Ayes - Carolyn Moulton, Anthony Young, Christine Cleland-McGrath, Bruce McDougall, TJ Fantini, Luke Currier. Nays - None. Abstentions - None. Result: Passed

New Business

Election of Mayor Pro Tempore

Mayor Walters introduced the election of Mayor Pro Tempore. Ms. Moulton nominated Ms. Cleland-McGrath to serve as Mayor Pro Tem for 2026-2027. Hearing no other nominations, Mayor Walters called for the vote. Ms. Cleland-McGrath was elected as Mayor Pro Tempore by a unanimous vote.

Other Business

Adoption of a Process to Fill a City Council Vacancy

Human Resources and Labor Relations Director Kendall Moyle introduced the proposed process that the council would follow to fill the vacancy that was created for the Ward 1 position when Mr. Walters submitted his resignation upon taking office as mayor on January 1, 2026, referring to a slide presentation that was

included in the packet materials for the meeting.

Discussion topics included:

- Reason for the executive session in the process.
- Public consideration of the candidates.
- Past appointee experiences.
- Public visibility of the process.

TJ Fantini moved, seconded by Bruce McDougall, to adopt the process to fill a City Council vacancy as presented without the provision for an executive session.

Vote: Ayes - TJ Fantini. Nays - Carolyn Moulton, Anthony Young, Christine Cleland-McGrath, Bruce McDougall, Luke Currier. Abstentions - None. Result: Failed

Carolyn Moulton moved, seconded by Anthony Young, to adopt the process as proposed to fill the vacancy in the City Council's Ward 1 seat.

Vote: Ayes - Carolyn Moulton, Anthony Young, Christine Cleland-McGrath, Bruce McDougall, Luke Currier. Nays - TJ Fantini. Abstentions - None. Result: Passed

Adjournment

There being no further business, at approximately 7:05 pm, the Anacortes City Council meeting of January 5, 2026, was adjourned.

**The following claims against the City of Anacortes have been preaudited and certified by the Clerk-Treasurer as ready for
City Council approval at the January 12, 2026 City Council meeting:**
[Download this file in OpenDocument spreadsheet format.](#)

Invoice Doc #	Invoice Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
382712	8/25/2025	7075604	NATIONAL OILWELL VARCO, O.P.	WWTP REPLACEMENT MOYNO G4 TWIN AUGER	\$ 70,235.84	dwwtp
382526	8/31/2025	20217	AQUATECHNEX,LLC	HEART LAKE INVASIVE AQUATIC PLANT SURVEY	\$ 2,500.00	parks1
382572	9/4/2025	6906	FIDALGO ANIMAL MEDICAL CENTER	APD CASE 25-A05621	\$ 167.75	apd
382705	9/8/2025	FB71240	CAROLLO ENGINEERS, INC.	WATER SYSTEM PLAN UPDATE - THROUGH 8/31/25	\$ 12,181.25	pw1
382711	11/4/2025	11/4/2025	WESTERN DISPLAY FIREWORKS, LTD	2026 FOURTH OF JULY FIREWORKS DISPLAY - 1ST INSTALLMENT	\$ 11,750.00	parks1
382411	11/19/2025	62809	SKAGIT PUBLISHING LLC	PUBLISH AA-691686	\$ 40.60	finance
382413	11/27/2025	62977	SKAGIT PUBLISHING LLC	PUBLISH AA-693622	\$ 40.60	finance
382412	11/27/2025	62978	SKAGIT PUBLISHING LLC	PUBLISH AA-693631	\$ 40.60	finance
382414	11/27/2025	62979	SKAGIT PUBLISHING LLC	PUBLISH AA-693792	\$ 101.50	plan
382415	11/27/2025	62980	SKAGIT PUBLISHING LLC	PUBLISH AA-694735 PH	\$ 125.86	plan
382590	11/30/2025	090087001-1125	KIMLEY-HORN AND ASSOCIATES, IN	PASS LAKE 10-INCH WATERMAIN REPLACEMENT PROJECT - DESIGN - THROUGH 11/30/25	\$ 40,108.16	pw1
382545	12/1/2025	ReimbFerris	FERRIS, JOSEPH	REIMBURSEMENT FOR UNIFORM- JOE F	\$ 88.00	wdist
382543	12/15/2025	14587872	BROWN AND CALDWELL	WWTP INCINERATION EVALUATION/SOLIDS SYSTEM PLANNING - 10/24/25 - 12/11/25	\$ 23,205.25	dwwtp
382362	12/15/2025	23404	HOME INSTEAD	HOME SERVICES - LEOFF 1 RETIREE. RICHARD COUSINS	\$ 4,590.00	hr
382774	12/16/2025	9351393608	GRAYBAR ELECTRIC COMPANY, INC	FIBER - 80M-3928-SSP-COM CIENA COMMUNICATIONS	\$ 304.64	fiber
382731	12/17/2025	0001596	OSBORN CONSULTING, INC	COMMERCIAL AVENUE ENHANCEMENT PROJECT - DESIGN - THROUGH 11/30/25	\$ 141,476.26	pw1
381884	12/17/2025	1150298	NORTH CASCADE INSURANCE	2026 PROPERTY INSURANCE	\$ 194,911.00	finance
382586	12/19/2025	0212244	GEOENGINEERS, INC.	2025 CRITICAL AREAS REGULATIONS BAS UPDATE - 10/11/25 - 12/5/25	\$ 1,732.50	plan

Invoice Doc #	Invoice Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
382714	12/19/2025	3424	WELCH BROTHERS CONSTRUCTION	WWTP PS4 FLOWMETER VAULT & FORCE MAIN INSTALLATION	\$ 87,947.35	dwwtp
382568	12/19/2025	OR31260875	GALLS, LLC.	UNIFORM CARRIER; FULLER	\$ 320.96	apd
382566	12/19/2025	OR31260910	GALLS, LLC.	UNIFORM CARRIER; KING	\$ 320.96	apd
382565	12/19/2025	OR31260950	GALLS, LLC.	UNIFORM CARRIER; PACKARD	\$ 320.96	apd
382563	12/19/2025	OR31260981	GALLS, LLC.	UNIFORM CARRIER; LEETZ	\$ 320.96	apd
382571	12/22/2025	4973	SKAGIT 911	1ST QTR USER/INFRASTRUCTURE FEES	\$ 4,959.51	medic
382562	12/22/2025	OR31276869	GALLS, LLC.	UNIFORM JUMPSUIT; MONAGHAN	\$ 1,253.98	apd
382556	12/23/2025	1561	SKAGIT SHOOTING RANGE, LLC	NEW HIRE QUAL - RANGE	\$ 57.07	apd
382569	12/23/2025	OR31281136	GALLS, LLC.	UNIFORM PANT; FLOYD	\$ 83.23	apd
382588	12/26/2025	0003143-IN	NELSON-REISNER DISTRIBUTOR INC	MAINTENANCE SUPPLIES	\$ 619.68	dwwtp
382570	12/26/2025	033587226	GALLS, LLC.	UNIFORM VEST POUCHES; KENELLER	\$ 46.96	apd
382557	12/27/2025	00005W5A83525	UNITED PARCEL SERVICE, INC	UPS SHIPPING CHARGES; WEEK ENDING 12-27-25	\$ 27.22	apd
382581	12/28/2025	360-299-6615-0615165	ZIPLY FIBER	APD 911 LINE (12/28/25-1/27/26)	\$ 97.33	apd
382732	12/29/2025	001	SUMMIT CONSTRUCTION GROUP INC	WWTP ADMINISTRATION BUILDING ADDITION - CONSTRUCTION	\$ 65,280.00	pw1
382697	12/29/2025	19754329861	GRAINGER	MAINTENANCE SUPPLIES	\$ 77.59	dwwtp
382717	12/29/2025	CD_001311075	RINGCENTRAL INC	RINGCENTRAL VOIP SOFTWARE TELEPHONE SYSTEM - 12/28/25 - 1/27/26	\$ 4,551.76	infosys
382561	12/30/2025	033617822	GALLS, LLC.	UNIFORM PANTS; CHIEF FLOYD	\$ 83.23	apd
382713	12/30/2025	1268	BE ENTERPRISES LLC	2025 JANITORIAL SERVICES - DECEMBER 2025	\$ 10,027.30	pw1
382695	12/30/2025	1989749	POLYDYNE, INC	PLANT CHEMICALS	\$ 3,753.60	dwwtp
382456	12/30/2025	300000006951	PUGET SOUND ENERGY INC	STREET LIGHTS: 11/04-12/02/25	\$ 10,113.96	dshop
382460	12/30/2025	300000290043	PUGET SOUND ENERGY INC	STREET LIGHTS; 11/04-12/02/25	\$ 10,170.20	dshop
382455	12/30/2025	300000325005	PUGET SOUND ENERGY INC	STREET LIGHTS: 11/08- 12/06/25	\$ 117.90	dshop
382459	12/30/2025	300000340004	PUGET SOUND ENERGY INC	STREET LIGHTS: 11/27- 12/29/25	\$ 53.13	dshop
382544	12/30/2025	391348	BAY CITY SUPPLY	SUPPLIES FOR FACILITIES	\$ 789.58	pwfac
382560	12/30/2025	592231	PROFORCE LAW ENFORCEMENT	TRAINING BLK/RD GUNS	\$ 1,426.76	apd
382700	12/30/2025	9755612984	GRAINGER	MAINTENANCE SUPPLIES	\$ 129.31	dwwtp

Invoice Doc #	Invoice Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
382364	12/30/2025	B20655065	SHI INTERNATIONAL CORP.	MICROSOFT SQL SERVER CORE EDITION	\$ 18,195.67	infosys
382708	12/30/2025	IN967037	NOANET	MUNICIPAL FIBER NETWORK COORDINATED SERVICES - DECEMBER 2025	\$ 364.50	admsrv
382707	12/30/2025	IN967038	NOANET	MUNICIPAL FIBER NETWORK COORDINATED SERVICES - DECEMBER 2025	\$ 472.00	admsrv
382653	12/30/2025	INV00921013	USA BLUE BOOK	LAB SUPPLIES FOR BLUE HERON	\$ 1,307.58	dwtpt
382777	12/30/2025	ReimbWelch	WELCH, REBECCA	JUROR SUPPLIES	\$ 125.88	court
382546	12/30/2025	XA116024391:01	RWC INTERNATIONAL	PART FOR VEHICLE #6000	\$ 72.58	dshop
382664	12/31/2025	1-125	QCC QUALITY CONTROLS CORP.	PUMP STATION MAINTENANCE - PS13	\$ 4,172.49	dwwtpt
382689	12/31/2025	1-126	QCC QUALITY CONTROLS CORP.	MAINTENANCE SUPPLIES - PUMP STATION	\$ 41,388.61	dwwtpt
382692	12/31/2025	1-127	QCC QUALITY CONTROLS CORP.	MAINTENANCE SUPPLIES - PUMP STATIONS	\$ 6,436.61	dwwtpt
382778	12/31/2025	11815734	LANGUAGE LINE SERVICES, INC	TELEPHONE INTERPRETER SERVICES	\$ 18.52	court
382654	12/31/2025	1225	NELSON, BONNIE	AGING MASTERY PROGRAM ADMINISTRATION - DECEMBER 2025	\$ 345.00	pkrec
382673	12/31/2025	14035	MACKAY SPOSITO	BEN ROOT SKATE PARK RESTROOM/PARKING LOT PROJECT: DESIGN - THROUGH 12/27/25	\$ 11,094.00	parks1
382698	12/31/2025	15-251215328	CUMMINS, INC.	ON-CALL CUMMINS EQUIPMENT REPAIR - STREET SWEEPER	\$ 23,260.02	pw1
382682	12/31/2025	200000666863	PUGET SOUND ENERGY INC	REPAIR LIBRARY 10TH STREET LED 12/3-12/31/25	\$ 18.60	publib
382686	12/31/2025	200000667218	PUGET SOUND ENERGY INC	LIBRARY 10TH & M ST 12/3-12/31/25	\$ 31.99	publib
382704	12/31/2025	2026-0006	EDASC	2025 EDASC SERVICES AGREEMENT - JULY-DEC 2025	\$ 5,000.00	plan
382458	12/31/2025	220025931985	PUGET SOUND ENERGY INC	CHERRY LN & ORCHARD AVE STREET LIGHTS: 12/3-12/31/25	\$ 12.79	dshop
382457	12/31/2025	220030712800	PUGET SOUND ENERGY INC	STREET LIGHTS: 12/03-12/31/25	\$ 8.10	dshop
382524	12/31/2025	25-2776	NORTHWEST SAFETY CLEAN	PPE REPAIR	\$ 605.91	medic
382363	12/31/2025	25-63342-201	WA STATE DEPT OF COMMERCE	REFUND TO 25-63342-201 PAPER TO DIGITAL GRANT	\$ 615.00	finance

Invoice Doc #	Invoice Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
382553	12/31/2025	55354	ZUMAR INDUSTRIES, INC.	SUPPLIES FOR STREET DEPT	\$ 1,413.36	dshop
382589	12/31/2025	6900072373	ENDRESS + HAUSER, INC	INCINERATOR SUPPLIES	\$ 1,231.27	dwwtp
382728	12/31/2025	91002942	ZOLL MEDICAL CORPORATION	CARDIAC MONITORS EXTENDED WARRANTY AGREEMENT 2026	\$ 3,774.82	medic
382523	12/31/2025	CL01935	NELSON-REISNER DISTRIBUTOR INC	VEHICLE FUEL - DECEMBER	\$ 26,482.48	finance
382579	12/31/2025	COURT & BUILDING FEE	WASHINGTON STATE TREASURER	COURT & BLDG FEES TO STATE - QTR 4	\$ 17,692.78	finance
382464	12/31/2025	FiberFranchiseFees	SKAGIT COUNTY TREASURER	Q4 2025	\$ 177.12	finance
382709	12/31/2025	IN966962	NOANET	DEDICATED INTERNET ACCESS - DECEMBER 2025	\$ 4,310.00	admsrv
382706	12/31/2025	IN967102	NOANET	MUNICIPAL FIBER NETWORK COORDINATED SERVICES - DECEMBER 2025	\$ 12,486.27	admsrv
382655	12/31/2025	INV-5822632	UNITED SITE SERVICES, INC	PENN AVE PORTA POTTY 12/1-12/31/2025	\$ 210.25	dwwtp
382710	12/31/2025	INV0041669	UGSI CHEMICAL FEED, INC.	WWTP POLYMER MIXER REPLACEMENT PURCHASE	\$ 31,325.70	dwwtp
382659	12/31/2025	PSI00471610	WOOD'S LOGGING SUPPLY	PARTS FOR EQUIP #13-938	\$ 72.94	dshop
382548	12/31/2025	XA116024290:01	RWC INTERNATIONAL	PART FOR VEHICLE #5000	\$ 329.27	dshop
382733	1/1/2026	0542005-001	UNUM LIFE INS CO OF AMERICA	JANUARY UNUM LONG TERM CARE INSURANCE - LEOFF 1 RETIREES	\$ 1,517.07	hr
382691	1/1/2026	0600515	EBSCO INFORMATION SERVICES	EBSCO PERIODICALS LIBRARY	\$ 2,252.65	publib
382527	1/1/2026	10624	PORT OF ANACORTES	JANUARY ELECTRIC & ENVIRONMENTAL -	\$ 17.00	medic
382275	1/1/2026	200646	WASHINGTON CITIES INSURANCE	2026 CITYWIDE LIABILITY INSURANCE	\$ 899,868.00	finance
382284	1/1/2026	200646-1	WASHINGTON CITIES INSURANCE	CITYWIDE AUTO INSURANCE	\$ 29,388.00	finance
382285	1/1/2026	200646-2	WASHINGTON CITIES INSURANCE	2025 CITYWIDE EQUIPMENT INSURANCE	\$ 29,030.00	finance
382525	1/1/2026	3724	OAB ENGINEERING, LLC	29-3 DATA SERVICES: JANUARY	\$ 150.00	medic
382727	1/1/2026	5332250745	SIEMENS INDUSTRY, INC	2026 HVAC CONTROL SYSTEM SERVICE	\$ 28,161.79	pw1
382736	1/1/2026	IN967055	NOANET	FIBER NOANET AFFILIATE MEMBERSHIP 2026	\$ 1,500.00	fiber
382465	1/2/2026	03188	SKAGIT COUNTY SHERIFF'S OFFICE	DECEMBER JAIL TAX PAYMENT PER CONTRACT	\$ 94,796.15	finance
382578	1/2/2026	033638893	GALLS, LLC.	UNIFORM SHIRTS; OFC WEST	\$ 199.37	apd
382577	1/2/2026	033638896	GALLS, LLC.	UNIFORM SHIRTS; NEW HIRE KENELLER	\$ 212.39	apd

Invoice Doc #	Invoice Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
382576	1/2/2026	033638914	GALLS, LLC.	UNIFORM JUMPSUIT; SGT LEETZ	\$ 634.23	apd
382468	1/2/2026	1828	FIDALGO CLEANING	MUSEUM CLEANING 1/2-1/15/26	\$ 200.00	museum
382469	1/2/2026	1829	FIDALGO CLEANING	HERITAGE CENTER CLEANING 1/2-1/15/26	\$ 110.00	museum
382775	1/2/2026	1ST QTR JUDICIAL	SKAGIT COUNTY DISTRICT COURT	1ST QTR JUDICIAL SERVICES 2026	\$ 26,386.25	court
382466	1/2/2026	21-043-FIN-001	ANACORTES FAMILY CENTER	DECEMBER AFFORDABLE HOUSING TAX PAYMENT	\$ 33,405.09	finance
382467	1/2/2026	21-247-FIN-001	ANACORTES HOUSING AUTHORITY	DECEMBER AFFORDABLE HOUSING TAX PAYMENT	\$ 33,405.09	finance
382675	1/2/2026	25-110	HANS VAN DUSEN	SOLID WASTE CONSULTING SERVICES - 7/31/25-12/31/25	\$ 6,870.00	pw1
382726	1/2/2026	3292	SKAGIT COUNCIL OF GOVERNMENTS	SCOG DUES 2026	\$ 18,095.00	finance
382529	1/2/2026	4072	LAW OFFICE OF CARA LORENZO	PUB DEF CONFLICT	\$ 100.00	pubdef
382530	1/2/2026	4073	LAW OFFICE OF CARA LORENZO	PUB DEF CONFLICT	\$ 480.00	pubdef
382531	1/2/2026	4074	LAW OFFICE OF CARA LORENZO	PUB DEF CONFLICT	\$ 10.00	pubdef
382532	1/2/2026	4075	LAW OFFICE OF CARA LORENZO	PUB DEF CONFLICT	\$ 100.00	pubdef
382533	1/2/2026	4076	LAW OFFICE OF CARA LORENZO	PUB DEF CONFLICT	\$ 90.00	pubdef
382534	1/2/2026	4077	LAW OFFICE OF CARA LORENZO	PUB DEF CONFLICT	\$ 700.00	pubdef
382535	1/2/2026	4078	LAW OFFICE OF CARA LORENZO	PUB DEF CONFLICT	\$ 50.00	pubdef
382536	1/2/2026	4079	LAW OFFICE OF CARA LORENZO	PUB DEF CONFLICT	\$ 20.00	pubdef
382537	1/2/2026	4080	LAW OFFICE OF CARA LORENZO	PUB DEF CONFLICT	\$ 140.00	pubdef
382538	1/2/2026	4081	LAW OFFICE OF CARA LORENZO	PUB DEF CONFLICT	\$ 10.00	pubdef
382539	1/2/2026	4082	LAW OFFICE OF CARA LORENZO	PUB DEF CONFLICT	\$ 10.00	pubdef
382540	1/2/2026	4083	LAW OFFICE OF CARA LORENZO	PUB DEF CONFLICT	\$ 20.00	pubdef
382541	1/2/2026	4084	LAW OFFICE OF CARA LORENZO	PUB DEF CONFLICT	\$ 70.00	pubdef
382725	1/2/2026	90340654	CHEMTRADE CHEMICALS US LLC	ALUMINUM SULFATE - PO 25-226	\$ 7,678.95	dwtpt
382554	1/2/2026	I2603110	WASHINGTON STATE PATROL	BACKGROUND CHECKS; DEC 2025	\$ 48.00	apd
382574	1/3/2026	00005W5A83016	UNITED PARCEL SERVICE, INC	UPS SHIPPING CHARGES; WEEK ENDING 1-3-26	\$ 14.36	apd
382470	1/4/2026	ANA-1246536	ANACORTES AMERICAN	AA SUBSCRIPTION ANNUAL 2026	\$ 187.10	museum
382656	1/5/2026	1100004160	EUROFINS ENVIRONMENT TESTING	WATER ANALYSIS - TOC 2025-12-17	\$ 117.32	dwtpt
382657	1/5/2026	1500004957	EUROFINS ENVIRONMENT TESTING	WATER ANALYSIS - BACT RAW 2025-12-22	\$ 73.00	dwtpt
382658	1/5/2026	1500004993	EUROFINS ENVIRONMENT TESTING	WATER ANALYSIS - BACT FINISHED 2025-12-22	\$ 22.00	dwtpt

Invoice Doc #	Invoice Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
382718	1/5/2026	1500005088	EUROFINS ENVIRONMENT TESTING	WATER ANALYSIS - TCR NORTH 2025-12-23	\$ 154.00	dwtp
382723	1/5/2026	200012505505	PUGET SOUND ENERGY INC	WTP 12/1-12/31/25	\$ 102,532.67	dwtp
382547	1/5/2026	3326	NORTHWEST CORROSION	WATER TRANSMISSION PIPELINE CATHODIC PROTECTION SYSTEM TESTING/EVALUATION	\$ 2,573.30	dwtp
382582	1/5/2026	360-293-4900-0912865	ZIPLY FIBER	APD BAC LINE (12/28/25-1/27/26)	\$ 107.27	apd
382528	1/5/2026	4071	LAW OFFICE OF CARA LORENZO	PUB DEF CONFLICT	\$ 10.00	pubdef
382575	1/5/2026	420-0240-01	ADAMS, KIMBERLY	APPLIANCE REBATE - MIELE G 5266 SC VI	\$ 50.00	dwtp
382559	1/5/2026	5072541256	RICOH USA, INC	APD FRONT OFFICE COPIER 12/1/25-12/31/25	\$ 42.44	apd
382729	1/5/2026	53580549	UNIVAR USA INC	SODIUM HYDROXIDE (CAUSTIC) PO 25-227	\$ 6,467.48	dwtp
382567	1/5/2026	DEC 25	THE LAW OFFICE OF	PROS ATTY SERVICES DEC 25	\$ 8,700.00	attorney
382683	1/6/2026	1 2 2026 JURY TRIAL	MALONE REEDER, DEBORAH	JUROR AND MILEAGE REIMBURSEMENT	\$ 10.98	court
382665	1/6/2026	1 2 2026 JURY TRIAL	FREIER, RICHARD	JUROR AND MILEAGE REIMBURSEMENT	\$ 17.00	court
382668	1/6/2026	1 2 2026 JURY TRIAL	VAN HESS, REGINA	JUROR AND MILEAGE REIMBURSEMENT	\$ 12.10	court
382677	1/6/2026	1 2 2026 JURY TRIAL	LAPINE, KARL	JUROR AND MILEAGE REIMBURSEMENT	\$ 12.10	court
382679	1/6/2026	1 2 2026 JURY TRIAL	GOODCHILD, ANNETTE	JUROR AND MILEAGE REIMBURSEMENT	\$ 12.80	court
382671	1/6/2026	1 2 2026 JURY TRIAL	COOPER, TERESA	JUROR AND MILEAGE REIMBURSEMENT	\$ 11.40	court
382672	1/6/2026	1 2 2026 JURY TRIAL	ZIMBERLMAN, GEORGE	JUROR AND MILEAGE REIMBURSEMENT	\$ 11.54	court
382684	1/6/2026	1 2 2026 JURY TRIAL	REISMAN, PAUL	JUROR AND MILEAGE REIMBURSEMENT	\$ 12.66	court
382666	1/6/2026	1 2 2026 JURY TRIAL	LANGLEY, JONATHAN	JUROR AND MILEAGE REIMBURSEMENT	\$ 17.14	court
382674	1/6/2026	1 2 2026 JURY TRIAL	GUZELIMIAN, ELYSE	JUROR AND MILEAGE REIMBURSEMENT	\$ 11.82	court
382685	1/6/2026	1 2 2026 JURY TRIAL	SLAGLE, KALEI	JUROR AND MILEAGE REIMBURSEMENT	\$ 11.40	court
382690	1/6/2026	1 2 2026 JURY TRIAL	FENBLY, BRIAN	JUROR AND MILEAGE REIMBURSEMENT	\$ 11.40	court
382715	1/6/2026	1 2 2026 JURY TRIAL	HEBERT, MICHAEL	JUROR AND MILEAGE REIMBURSEMENT	\$ 17.28	court
382687	1/6/2026	1 2 2026 JURY TRIAL	CHATT, CHERYL	JUROR AND MILEAGE REIMBURSEMENT	\$ 10.84	court

Invoice Doc #	Invoice Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
382688	1/6/2026	1 2 2026 JURY TRIAL	MATHESON, BARBARA	JUROR AND MILEAGE REIMBURSEMENT	\$ 19.94	court
382693	1/6/2026	1 2 2026 JURY TRIAL	FRY, BOBBIE	JUROR AND MILEAGE REIMBURSEMENT	\$ 11.68	court
382694	1/6/2026	1 2 2026 JURY TRIAL	SCHWARTZ, JAMES	JUROR AND MILEAGE REIMBURSEMENT	\$ 15.74	court
382696	1/6/2026	1 2 2026 JURY TRIAL	SCHWABE, TERESA	JUROR AND MILEAGE REIMBURSEMENT	\$ 13.64	court
382699	1/6/2026	1 2 2026 JURY TRIAL	MERRITT, STEVE	JUROR AND MILEAGE REIMBURSEMENT	\$ 15.74	court
382701	1/6/2026	1 2 2026 JURY TRIAL	RASMUSSEN, KAREN	JUROR AND MILEAGE REIMBURSEMENT	\$ 15.32	court
382702	1/6/2026	1 2 2026 JURY TRIAL	SMITH, CASSANDRA	JUROR AND MILEAGE REIMBURSEMENT	\$ 11.68	court
382703	1/6/2026	1 2 2026 JURY TRIAL	GVADOFNOLI, OPHELIA	JUROR FEE REIMBURSEMENT	\$ 10.00	court
382594	1/6/2026	1 2 2026 JURY TRIAL	DALTON, ROBIN	JUROR AND MILEAGE REIMBURSEMENT	\$ 12.10	court
382663	1/6/2026	1 2 2026 JURY TRIAL	MOFFITT, TIM	JUROR AND MILEAGE REIMBURSEMENT	\$ 12.10	court
382667	1/6/2026	1 2 2026 JURY TRIAL	HENDERSON, STELLA	JUROR AND MILEAGE REIMBURSEMENT	\$ 11.82	court
382669	1/6/2026	1 2 2026 JURY TRIAL	JAEGER, JUNE	JUROR AND MILEAGE REIMBURSEMENT	\$ 13.50	court
382591	1/6/2026	1 2 2026 JURY TRIAL	ASKEY, SAMUEL	JUROR AND MILEAGE REIMBURSEMENT	\$ 14.90	court
382592	1/6/2026	1 2 2026 JURY TRIAL	HUDDLESTON, MARK	JUROR AND MILEAGE REIMBURSEMENT	\$ 11.54	court
382593	1/6/2026	1 2 2026 JURY TRIAL	TIETJEN, DARCY	JUROR AND MILEAGE REIMBURSEMENT	\$ 17.42	court
382676	1/6/2026	1393211	MCCUNN, MIKE	REIMBURSE FOR PLYWOOD, OAK FOR ANTIOUE	\$ 180.00	medic
382719	1/6/2026	1500005118	EUROFINS ENVIRONMENT TESTING	WATER ANALYSIS - BACT FINISHED 2025-12-29	\$ 22.00	dwtp
382720	1/6/2026	1500005119	EUROFINS ENVIRONMENT TESTING	WATER ANALYSIS - TCR SOUTH 2025-12-29	\$ 110.00	dwtp
382721	1/6/2026	1500005120	EUROFINS ENVIRONMENT TESTING	WATER ANALYSIS - TCR SOUTH & 00932 2025-12-29	\$ 44.00	dwtp
382722	1/6/2026	1500005137	EUROFINS ENVIRONMENT TESTING	WATER ANALYSIS - BACT RAW 2025-12-29	\$ 73.00	dwtp
382716	1/6/2026	2025-12-01-ANACORTES	PERISCOPE LEGAL	PUBLIC DEFENSE SERVICES - DECEMBER 2025	\$ 23,750.00	admsrv
382661	1/6/2026	2137	WASHINGTON PUBLIC TREASURER'S	ANNUAL MEMBERSHIP - RPECK	\$ 50.00	finance

Invoice Doc #	Invoice Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
382660	1/6/2026	SI10302501	DELTA MOBREY USA	HYDROSTATIC TRANSMITTER X2	\$ 6,547.80	dwtp
	Total				\$ 2,287,542.76	



City Council Agenda Bill

January 12, 2026

Action Type: Resolution

Item: 6.a.

Title: Resolution 3200: Appointment of Councilmembers to Committees for 2026–2027

Staff Contact(s): Christine Cleland-McGrath

Approved for Submittal to Council by:

Greg Francioch

Christine Cleland-McGrath

Summary: Per [City Council Procedures](#) paragraph 11.3: "The Mayor Pro-Tem must appoint three Councilmembers to each standing committees at the second regular meeting of each year that follows a general municipal election. The appointments must be confirmed by the City Council. The Mayor Pro-Tem should attempt to ensure that Committee membership does not remain the same each term with a goal that each Councilmember will not serve on one Committee for more than two consecutive terms."

Standing Committees include: Economic Development; Finance; Housing Affordability and Community Services and Planning; Information Technology and ACCESS Anacortes Fiber Internet; Library and Museum; Personnel; Parks and Recreation; Public Works; and Public Safety.

Per City Council Procedures paragraph 11.4: "The Mayor Pro-Tem may appoint Ad Hoc Committees to consider and make reports or policy recommendations on specific topics. The appointments must be confirmed by the City Council."

Budget Impact:

N/A

Previous Action: N/A

Recommended Motion: I move to adopt Resolution 3200 confirming the committee appointments proposed by the Mayor Pro Tem.

Alternative Actions:

Attachments (listed in order presented):

1. Resolution 3200 - Council Committee Appointments

Resolution No. 3200

A Resolution Appointing City Council Members to Council Committees for 2026-2027

Whereas the City Council has adopted City Council Procedures by Resolution 3188 on December 15, 2025;

Whereas Section 11.3. of the Council Procedures established standing committees of the City Council and requires the Mayor Pro-Tem to appoint three Councilmembers to each standing committee at the second regular meeting of each year that follows a general municipal election;

Whereas Councilmember Christine Cleland-McGrath was elected on January 5, 2026, as Mayor Pro-Tem; and

Whereas Mayor Pro-Tem Cleland-McGrath has made the appointments listed below;

Now therefore be it resolved by the City Council that:

Section 1. The following standing committee appointments are hereby approved:

Economic Development: Anthony Young, Christine Cleland-McGrath, Luke Currier

Finance: Carolyn Moulton, Christine Cleland-McGrath, Ward 1

Housing Affordability and Community Services and Planning: Carolyn Moulton, Luke Currier, Anthony Young

Information Technology and ACCESS Anacortes Fiber Internet: Bruce McDougall, TJ Fantini, Anthony Young

Library and Museum: Bruce McDougall, Ward 1, Luke Currier

Personnel: T.J. Fantini, Luke Currier, Carolyn Moulton

Parks and Recreation: Anthony Young, Ward 1, T.J. Fantini

Public Works: Christine Cleland-McGrath, T.J. Fantini, Bruce McDougall

Public Safety: Ward 1, Christine Cleland-McGrath, Carolyn Moulton

Section 2. The following appointments as **council representatives** to external committees are approved:

Lodging Tax Advisory Committee: Christine Cleland-McGrath

Port/City Liaison Committee: Christine Cleland-McGrath, T.J. Fantini, Bruce McDougall

Skagit County Law & Justice Council: Luke Currier; Alternate: Ward 1

PASSED by the City Council this 12th day of January 2026.

CITY OF ANACORTES:

Ryan Walters, Mayor

ATTEST:

Steven D. Hoglund, City Clerk/Treasurer

APPROVED AS TO FORM:

Darcy Swetnam, WSBA #40530
City Attorney



City Council Agenda Bill

January 12, 2026

Action Type: Contract Award

Item: 6.b.

Title: Interlocal Agreement #26-045-ASC-001 with Skagit County for the 2026 Senior Services Program

Staff Contact(s): Jonn Lunsford

Approved for Submittal to Council by:

Jonn Lunsford

Summary: City staff seeks City Council consent to enter into an interlocal agreement with Skagit County to define the services provided by the City and County at the Anacortes Senior Activity Center for the year 2026.

Background: The County operates a Senior Services Program, within the Skagit County Public Health Department, and employs a staff of qualified and professional personnel to develop, direct and coordinate a comprehensive system for the delivery of services to seniors. This interlocal agreement provides for the continuation of the current services provided by the City and County at the Anacortes Senior Activity Center.

Key Terms:

- The term of this Agreement shall be from January 1, 2026 through June 30, 2026.
- The City will pay the County \$22,634 for 2026.
- The County will pay the City \$52,402 for 2026.

Budget Impact:

Public Entity	Skagit County
Agreement Amount	Receipt of \$52,402 Disbursement of \$22,634

Funding Source	This amount was approved for the budget, understanding that this is a six-month agreement.
Budget Amendment Required?	No
Start Date	1/1/2026
End Date	6/30/2026

Previous Action: The City annually enters into an agreement with Skagit County for the provision of Senior Services. This year the Interlocal only runs for six months as the County is altering its traditional programming.

Recommended Motion: I move that City Council authorize the Mayor to execute Interlocal Cooperation Agreement #26-045-ASC-001 between the City of Anacortes and Skagit County for the 2026 Senior Services Program.

Alternative Actions: Not approve the interlocal.

Attachments (listed in order presented):

1. 26-045-ASC-001

INTERLOCAL COOPERATIVE AGREEMENT

BETWEEN

Skagit County
AND
The City of Anacortes

THIS AGREEMENT is made and entered into by and between City of Anacortes ("City") and Skagit County, Washington ("County") pursuant to the authority granted by Chapter 39.34 RCW, INTERLOCAL COOPERATION ACT.

1. **PURPOSE:** The County operates a Senior Services Program, within the Skagit County Public Health Department, and employs a staff of qualified and professional personnel to develop, direct and coordinate a comprehensive system for the delivery of services to seniors. For the purpose of this Agreement, a senior will be defined as any person 55 years of age or older. As a result of other contractual Agreements, some services may be limited to those over 60 years of age.

The City desires to enter into an Agreement whereby the County will provide to the City certain administrative and professional services and the City will pay for the services so performed. This Agreement is general in nature and reflects the broad responsibilities the County has for the provision of services to seniors.

2. **RESPONSIBILITIES:**

1. City Responsibilities:

- a. The City will oversee and provide comprehensive programming and operational support to the Anacortes Senior Activity Center for all Senior Center programs and activities, other than those provided by the County as part of the nutrition program described in Paragraph 2 below. The City will assume responsibility for all necessary acts to provide senior programming, including staff development, volunteer recruitment, administrative and professional support, safety management, budget oversight, and any other necessary activities.
- b. The City will provide the following general services:
 - i. Daily operation of Senior Activity Center Monday through Friday from 8am to 4pm except for holidays and during inclement weather.
 - ii. Provide a variety of healthy lifestyle and educational programs, along with other activities of interest to older adults.
 - iii. Prepare and distribute a monthly schedule of center programs and activities, including a menu.
 - iv. Provide table set up and decorations for holiday meals.
 - v. Provide all tableware, coffee pots, coffee supplies, and coffee service.
 - vi. Provide coffee service during ASAC operating hours.
 - vii. Provide mutually agreeable reasonable support to County fundraising efforts to fund the meals on wheels programs including:
 1. Ensure local outreach and advertisement to support annual March for Meals fundraising campaign, including mailings, flyers, promotional ads etc.

2. Support annual events as identified by County Nutrition Program such as Giving Tree, through efforts such as collection of donations, storing of gifts, and organizing volunteers to wrap gifts.
 3. Promote and participate in County-identified Meals on Wheels and senior nutrition fundraising events.
 - viii. Provide onsite office space and phone line access for Nutrition Program staff. Ensure access to kitchen phone line.
 - ix. Provide internet access and connection for Nutrition Program staff.
 - x. Continue to provide janitorial services for kitchen and dining.
 - xi. Support and assist County's volunteer recruitment efforts to maintain necessary volunteers for the County's nutrition programing.
2. County Responsibilities: The County will oversee and operate the nutrition program at the Anacortes Senior Activity Center, including the components described below. The County will assume responsibility for all necessary acts to provide nutrition programming, including staff development, volunteer recruitment, fundraising activities in conjunction with City support, administrative and professional support, budget oversight any other necessary activities.
- a. Congregate meals: The County will provide hot, nutritionally balanced noon-time meals served at the Anacortes Senior Activity Center Monday through Friday except for regularly scheduled County holidays or other closures resulting from business need.
 - b. Home delivered meals: The County will provide home-delivered meals to eligible Meals on Wheels Program clients. The County will conduct all initial home visits to assess clients' needs and conduct any necessary periodic assessments or reevaluations.
 - c. Liquid supplements: The County will make liquid food supplements available to all seniors with special nutritional needs during regular Nutrition Program hours.
 - d. Volunteers: The County will recruit, train, supervise and schedule volunteers for the following duties:
 - i. Deliver hot and frozen meals;
 - ii. Assist in the kitchen to package hot meals;
 - iii. Receive client donations;
 - iv. Serve congregate meals;
 - v. Greet and sign in congregate meal guest;
 - vi. Dish up and portion out meal components; and
 - vii. Wash dishes.
3. **TERM OF AGREEMENT:** The term of this Agreement shall be from January 1st, 2026 through June 30th, 2026.
4. **MANNER OF FINANCING:**
- a. **County Payments**
 - i. **Amount:** The County will pay the City an amount of \$52,402 for 2026.
 - ii. One half of the amount described in paragraph (a) above will be due at the end of each of the two first calendar quarters. Payment will be made after submission of an invoice from City and completion of payment processing by the County. The full amount owed may be paid at any time by the County.

- b. City Payment: The City will pay the County an amount of \$22,634 for 2026. The County has established the following GL code(s) 118-various, and any other GL codes necessary, which shall be included on all billings or correspondence in connection therewith. One half of the amount shall be due at the end of each of the first two quarters, that being March 31, June 30, 2026 and payable after submission of a voucher and processing in the manner provided by the City for processing voucher and issuing warrants thereon. The total amount may be paid at the first quarter as desired by the City.
- c. Historical Fundraising Contribution: The City will partner with the County to support and facilitate fundraising efforts of the March for Meals campaign.

5. ADMINISTRATION: The following individuals are designated as representatives of the respective parties. The representatives shall be responsible for administration of this Agreement and for coordinating and monitoring performance under this Agreement. In the event such representatives are changed, the party making the change shall notify the other party.

5.1 The County's representative shall be Senior Services Manager.

5.2 City's representative shall be the Mayor.

6. TREATMENT OF ASSETS AND PROPERTY: No fixed assets or personal or real property will be jointly or cooperatively, acquired, held, used, or disposed of pursuant to this Agreement.

7. INDEMNIFICATION: Each party agrees to be responsible and assume liability for its own wrongful and/or negligent acts or omissions or those of their officials, officers, agents, or employees to the fullest extent required by law, and further agrees to save, indemnify, defend, and hold the other party harmless from any such liability. It is further provided that no liability shall attach to the County by reason of entering into this contract except as expressly provided herein.

8. TERMINATION: Any party hereto may terminate this Agreement upon thirty (30) days notice in writing either personally delivered or mailed postage-prepaid by certified mail, return receipt requested, to the party's last known address for the purposes of giving notice under this paragraph. If this Agreement is so terminated, the parties shall be liable only for performance rendered or costs incurred in accordance with the terms of this Agreement prior to the effective date of termination.

9. CHANGES, MODIFICATIONS, AMENDMENTS AND WAIVERS: The Agreement may be changed, modified, amended or waived only by written agreement executed by the parties hereto. Waiver or breach of any term or condition of this Agreement shall not be considered a waiver of any prior or subsequent breach.

10. SEVERABILITY: In the event any term or condition of this Agreement or application thereof to any person or circumstances is held invalid, such invalidity shall not affect other terms, conditions or applications of this Agreement which can be given effect without the invalid term, condition, or application. To this end the terms and conditions of this Agreement are declared severable.

11. ENTIRE AGREEMENT: This Agreement contains all the terms and conditions agreed upon by the parties. All items incorporated herein by reference are attached. No other

understandings, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind any of the parties hereto.

12. OTHER PROVISIONS:

1. Operation

- a. City Operations: The City will be responsible for all necessary operational expenses associated with providing direct senior services as outlined in this Agreement. The City will maintain the Premises and be responsible for all costs associated with facility maintenance, utilities, repairs, and custodial services. Repairs to kitchen equipment critical for meal production shall be made as soon as possible to minimize interruption to meal service programs. The City has full discretion to authorize use of the Premises in any way it deems necessary; provided, however, that the City may not authorize use of the Premises in any way that interferes with the County's provision of nutritional programming.
- b. Kitchen: The City will be responsible for maintenance and repairs of all kitchen equipment, including but not limited to large appliances, small appliances, serve ware, and any other equipment regularly used in the provision of nutritional services. The parties hereby acknowledge that the City may use all kitchen facilities and equipment for the provision of programming that supports Anacortes Senior Activity Center activities, including holiday celebrations, fundraising events, and special activities, at any time the kitchen facilities and equipment are not in use for the provision of nutrition programming, or as mutually agreed upon by the Parties provided that the City will ensure a monitor is onsite at any time the kitchen is used during non-Nutrition Program hours.
- c. County Property:
 - i. The County may leave equipment, materials, and food at the Anacortes Senior Activity Center in a mutually agreed upon location to facilitate County nutrition programming.
 - ii. The County may keep its freezer used to store home delivery meals at the Premises. The County is solely responsible for all maintenance, repairs, and cleaning associated with the freezer. The parties hereby acknowledge that the City has no access to the freezer and will not take any action to move, adjust or access the freezer without the prior permission of the County; provided, however, that, if the freezer interferes in any way with the City's use of the Premises, the City may, after consultation with County, take any reasonable actions necessary to remediate said interference.
- d. No Joint Property: No fixed assets or personal or real property will be jointly or cooperatively acquired, held, used, or disposed of pursuant to this Agreement.

City of Anacortes:

Ryan Walters, Mayor

Date _____

Mailing Address:
PO Box 547
904 6th Street
Anacortes, WA 98221

DATED this _____ day of _____, 2026.

**BOARD OF COUNTY COMMISSIONERS
SKAGIT COUNTY, WASHINGTON**

Lisa Janicki, Chair

Ron Wesen, Commissioner

Attest:

Peter Browning, Commissioner

Clerk of the Board

For contracts under \$5,000:
Authorization per Resolution R20030146

Recommended:

County Administrator

Department Head

Approved as to form:

Civil Deputy Prosecuting Attorney

Approved as to indemnification:

Risk Manager

Approved as to budget:

Budget & Finance Director



City Council Agenda Bill

January 12, 2026

Action Type: Contract Award

Item: 6.c.

Title: Contract Award: Cartegraph Solutions and Subscription Agreement 2026-2028
#26-006-IDS-001

Staff Contact(s): Logan Lee, Robert Hoxie

Approved for Submittal to Council by:

Tiffany Matson

Logan Lee

Summary: City staff seeks City Council consent to award a contract in the amount of \$330,112.34 to OpenGov Inc. for the Cartegraph Solutions and Subscription Agreement 2026-2028 services.

Background:

1. History: This is a multi-year maintenance contract for the Cartegraph software used to track all public works utilities. The city has been using this software since 2016 to track all our public works assets and work orders.
2. Key Terms:
 - The term of the agreement is for 3 years.
 - The cost per year with sales tax is as follows:
 1. 2026 = \$104,584.82
 2. 2027 = \$110,013.44
 3. 2028 = \$115,514.08
3. Competitive Bidding: This work is considered a Personal Service and as such does not require competitive bidding.

Budget Impact:

Vendor	OpenGov Inc.
Contract Amount	\$330,112.34

BARS #s	001.260.532.10.41 - 14% 104.712.542.10.41 – 14% 401.712.534.00.41 – 24% 440.750.535.14.41 – 24% 445.770.531.10.41 – 24%
Budget Amendment Required?	No
Start Date	1/21/2026
End Date	1/20/2029

Previous Action: N/A

Recommended Motion: I move that City Council authorize the Mayor to sign contract 26-006-IDS-001 with OpenGov Inc. in the amount of \$330,112.34 for the Cartegraph Solutions and Subscription Agreement 2026-2028.

Alternative Actions: Not approve the contract.

Attachments (listed in order presented):

1. 26-006-IDS-001
2. Cartegraph Solutions and Subscription Agreement Presentation



OpenGov Inc.
660 3rd Street, Suite 100
San Francisco, CA 94107
United States

Order Form Number: Q-11077
Created On: 11/11/2025
Order Form Expiration: 01/20/2026
Subscription Start Date: 01/21/2026
Subscription End Date: 01/20/2029

Prepared By: Laura Ball
Email: lball@opengov.com
Contract Term: 36 Months

Customer Information:

Customer: City of Anacortes, WA
Bill To/Ship To: PO Box 547
Anacortes, Washington
98221
United States
accountspayable@anacorteswa.gov

Contact Name: Robert Hoxie
Email: robh@anacorteswa.gov
Phone: 3602991988

Order Details:

Billing Frequency: Prepaid
Payment Terms: Net 30 Days

SOFTWARE SERVICES:

Product Name	Start Date	End Date	Annual Fee
<i>CREDIT FOR PREPAID OVERLAPPING PERIOD</i> 811 Integration - Up to 25k	01/21/2026	02/02/2026	<i>-\$174.52</i>
811 Integration - Up to 25k	01/21/2026	01/20/2027	\$4,502.25
Asset Management	01/21/2026	01/20/2027	\$34,420.52
Facilities Domain	01/21/2026	01/20/2027	\$4,771.94
Orange Advantage - Small	01/21/2026	01/20/2027	\$11,130.00
SeeClickFix (Full)	01/21/2026	01/20/2027	\$6,753.05
Stormwater Domain	01/21/2026	01/20/2027	\$4,771.94

Transportation Domain	01/21/2026	01/20/2027	\$4,771.94
Walkability Domain	01/21/2026	01/20/2027	\$3,364.11
Wastewater Collection	01/21/2026	01/20/2027	\$6,817.01
Wastewater Treatment Domain	01/21/2026	01/20/2027	\$5,453.63
Water Distribution Domain	01/21/2026	01/20/2027	\$4,771.94
Water Treatment Domain	01/21/2026	01/20/2027	\$4,771.94
811 Integration - Up to 25k	01/21/2027	01/20/2028	\$4,727.36
Asset Management	01/21/2027	01/20/2028	\$36,141.55
Facilities Domain	01/21/2027	01/20/2028	\$5,010.54
Orange Advantage - Small	01/21/2027	01/20/2028	\$11,686.50
SeeClickFix (Full)	01/21/2027	01/20/2028	\$7,090.70
Stormwater Domain	01/21/2027	01/20/2028	\$5,010.54
Transportation Domain	01/21/2027	01/20/2028	\$5,010.54
Walkability Domain	01/21/2027	01/20/2028	\$3,532.32
Wastewater Collection	01/21/2027	01/20/2028	\$7,157.86
Wastewater Treatment Domain	01/21/2027	01/20/2028	\$5,726.31
Water Distribution Domain	01/21/2027	01/20/2028	\$5,010.54
Water Treatment Domain	01/21/2027	01/20/2028	\$5,010.54
811 Integration - Up to 25k	01/21/2028	01/20/2029	\$4,963.73

Asset Management	01/21/2028	01/20/2029	\$37,948.62
Facilities Domain	01/21/2028	01/20/2029	\$5,261.06
Orange Advantage - Small	01/21/2028	01/20/2029	\$12,270.83
SeeClickFix (Full)	01/21/2028	01/20/2029	\$7,445.24
Stormwater Domain	01/21/2028	01/20/2029	\$5,261.06
Transportation Domain	01/21/2028	01/20/2029	\$5,261.06
Walkability Domain	01/21/2028	01/20/2029	\$3,708.93
Wastewater Collection	01/21/2028	01/20/2029	\$7,515.75
Wastewater Treatment Domain	01/21/2028	01/20/2029	\$6,012.63
Water Distribution Domain	01/21/2028	01/20/2029	\$5,261.06
Water Treatment Domain	01/21/2028	01/20/2029	\$5,261.06

Customer Billing/Service Periods:

Period:	Total:
01/21/2026	\$96,125.75 (<i>Annual Software Fee Credit</i>)
01/21/2027	\$101,115.30
01/21/2028	\$106,171.03

Order Form Legal Terms:

This Order Form incorporates the negotiated OpenGov Master Services Agreement ("MSA") between OpenGov and the City of Anacortes, attached here and identified as #26-006-IDS-002.

If Professional Services are purchased, the Statement of Work is incorporated by reference.

Fees for the Software Services and Professional Services shall be due and payable, in advance, 30 days from receipt of the invoice.

By signing this Order Form, the Parties acknowledge and agree to these Legal Terms.

City of Anacortes, WA:

Signature:

Name:

Title:

Date:

OpenGov, Inc.

Signature:

Name:

Title:

Date:

OpenGov Master Services Agreement

The parties to this Master Services Agreement (this “Agreement”) are OpenGov, Inc., a Delaware corporation (“OpenGov”), and the City of Anacortes, WA (“Customer” or “City”). Each Customer will execute an Order Form, which becomes binding when the parties sign it (the “Effective Date”) and sets forth the terms and conditions under which OpenGov will provide its products and services to Customer.

Accordingly, where an authorized City user is required to “click through” or otherwise accept or be made subject to any terms and conditions in using an electronic ordering system, any such terms and conditions are deemed void upon presentation.

Additionally, where an authorized City user is required to “click through” any additional terms and conditions outside of this Master Services Agreement in accessing or employing any materials or services, those terms and conditions will also be void.

1. Definitions

1.1. “Customer Data” means the data that is provided by Customer to OpenGov pursuant to this Agreement (for example, by email or through Customer’s software systems of record), including any data transmitted through the Software Services.

1.2. “Documentation” means any written, electronic, or online materials produced by OpenGov, and made available to Customer in connection with the Software Services, including user guides, training materials, FAQs, and technical support content, but excluding Product Documentation.

1.3. “Intellectual Property Rights” means all past, present, and future intellectual property rights including those associated with works of authorship, copyrights, moral rights, trademarks, trade names, trade secrets, patent rights, and any other proprietary rights in intellectual property of every kind and nature.

1.4. “Order Form” means the document(s) separately executed by the parties or attached as an exhibit, that specifies the Software Services and the Professional Services that OpenGov will provide to Customer. All such Order Form(s) are incorporated into this Agreement by reference.

1.5. “Product Documentation” means the technical specifications that describe the features, functionality, configuration, and intended operation of the Software Services

located at <https://opengov.my.site.com/support/s/agreement-product-documentation>, which is incorporated into this Agreement by reference.

1.6. “Professional Services” means the implementation, configuration, training, consulting, or other professional services provided by OpenGov or its authorized partners, and identified in the applicable Statement of Work.

1.7. “Software Services” means the commercial-off-the-shelf software products and services provided by OpenGov and identified in the applicable Order Form.

1.8. “Statement of Work” or “SOW” means the document(s) separately executed by the parties or attached as an exhibit to this Agreement or any applicable Order Form, that specifies the Professional Services that OpenGov will provide to Customer. All such SOW(s) are incorporated into this Agreement by reference.

2. Software Services and Professional Services

2.1. Software Services.

2.1.1. Subject to the terms and conditions of this Agreement, OpenGov will use commercially reasonable efforts to provide the Software Services.

2.1.2. Support and Service Levels. Customer support is available by email to support@opengov.com or by using the chat messaging functionality of the Software Services. Customer may report issues any time; however, OpenGov will address issues during business hours. OpenGov will provide the applicable level of support in accordance with the Support and Software Service Levels located at <https://opengov.com/service-sla>, which is incorporated into this Agreement by reference.

2.2. Professional Services.

2.2.1. Subject to the terms and conditions of this Agreement, OpenGov will use commercially reasonable efforts to provide the Professional Services, if applicable. Unless otherwise specified in the SOW, any pre-paid Professional Services must be utilized within one year from the Effective Date.

2.2.2. Travel Expenses for Professional Services. Travel expenses, if any, will be set forth in the applicable Order Form or SOW. Any additional travel expenses shall be subject to Customer's prior written approval and will be reimbursable by Customer.

3. Restrictions and Responsibilities

3.1. Restrictions. Customer may not use the Software Services in any manner or for any purpose other than as expressly permitted by the Agreement. In addition, Customer shall not, and shall not knowingly or negligently, permit or enable any third party to: (a) use or access any of the Software Services to build a competitive product or service; (b) modify, disassemble, decompile, reverse engineer or otherwise make any derivative use of the Software Services (except to the extent applicable laws specifically prohibit such restriction); (c) sell, license, rent, lease, assign, distribute, display, host, disclose, outsource, copy or otherwise commercially exploit the Software Services; (d) perform or disclose any benchmarking or performance testing of the Software Services, including but not limited to load testing or stress testing; (e) remove any proprietary notices included with the Software Services; (f) use the Software Services in violation of applicable law; or (g) transfer any personal, sensitive, or personally identifiable information to OpenGov in a manner that violates Customer's obligations under the Data Processing Addendum.

3.2. Responsibilities. Customer shall be responsible for obtaining and maintaining computers, third-party software systems of record, and application programming interfaces needed to connect to, access, or otherwise use the Software Services. Customer shall also be responsible for: (a) ensuring that such equipment is compatible with the Software Services, (b) maintaining the security of such equipment, user accounts, passwords and files, in accordance with industry standards, and (c) all uses of Customer user accounts by any party other than OpenGov. OpenGov is not responsible for the operation, support, or security of any third-party software, systems, or services not provided by OpenGov.

3.3. Data Processing Addendum. To the extent OpenGov processes any Customer Data that contains personal information, personally identifiable information, or sensitive personal information on behalf of Customer in the course of providing the Software Services and Professional Services under this Agreement, the parties agree to comply with the terms of the Data Processing Addendum, which is incorporated into this Agreement as Attachment A.

4. Intellectual Property Rights; License Grants; Access to Customer Data

4.1. OpenGov's Intellectual Property Rights. OpenGov exclusively owns and retains all right, title, and interest to the Software Services, Professional Services, Documentation, and Product Documentation, including all Intellectual Property Rights therein. This includes, without limitation, all underlying technology, software, user interfaces, visual design elements (such as the "look and feel"), custom fonts, graphics, workflows, button icons, and any derivative works (e.g., enhancements, modifications, or corrections), including but not limited to those that are created in connection with or through the use of the Software Services, Professional Services, Documentation, or Product Documentation. Customer may not reproduce, modify, distribute, or create derivative works based on any part of the Software Services, in whole or in part, without OpenGov's prior written consent.

4.2. License Grant to Customer. OpenGov grants Customer a non-exclusive, nontransferable, non-sublicensable, royalty-free license to use the Software Services, Documentation, and Product Documentation during the Term for its internal use and the purpose as described in this Agreement. No additional rights or licenses shall be deemed granted.

4.3. Customer's Intellectual Property Rights. Customer retains all right, title, and interest, including all Intellectual Property Rights, in and to Customer Data. Customer grants OpenGov and its authorized partners (such as cloud hosting providers) a non-exclusive, royalty-free license to access, use, store, edit, reformat and otherwise process Customer Data for the purpose of providing, maintaining, developing, and improving OpenGov's products and services.

4.4. OpenGov, OpenGov's subcontractors, and any OpenGov service providers are prohibited from using Customer Data, including in aggregated form, for any use except as provided under the Agreement. OpenGov, OpenGov's subcontractors, and any OpenGov service providers are prohibited from selling or sharing Customer Data in any form, including in aggregated form, with third parties for compensation or for those third parties' own business interests.

4.5. Data Backup and Restoration. OpenGov is responsible for the backup and protection of Customer Data and will perform full backups on a daily basis 365 days a year, take transaction logs approximately every 60 minutes, retain backups for 60

calendar days, and support and provide no-cost point-in-time restores with a tested disaster recovery process.

4.6 Access to Customer Data. Customer may download Customer Data from the Software Services at any time during the Term, excluding during routine software maintenance periods. For a period of 30 days after expiration of the Term, Customer may request that OpenGov complete a one-time transfer of Customer Data in a format customarily used in the industry.

4.6. Deletion of Customer Data. Unless otherwise requested pursuant to this Section 4.6, upon the termination of this Agreement, Customer Data shall be deleted pursuant to OpenGov's standard data deletion and retention practices, which is to delete Customer Data 45 days after termination or expiration of the Agreement. Upon written request, Customer may request deletion of Customer Data prior to the date of termination of this Agreement, in accordance with the notice requirements set forth in Section 10.2.

4.7. Feedback. "Feedback" means any suggestions, comments, ideas, recommendations, usage, or other input provided by Customer to OpenGov regarding the services. Customer grants OpenGov a non-exclusive, royalty-free, irrevocable, perpetual, worldwide license to use such Feedback in the Software Services, Professional Services, Documentation and Product Documentation. OpenGov will exclusively own all right, title, and interest, including all Intellectual Property Rights, in and to any improvements, modifications, or derivative works to the Software Services, Professional Services, Documentation or Product Documentation that are based on or derived from such Feedback.

5. Confidentiality

5.1. "Confidential Information" means all confidential business, technical, and financial information of the disclosing party that is marked as "Confidential" or an equivalent designation or that should reasonably be understood to be confidential given the nature of the information and/or the circumstances surrounding the disclosure. OpenGov's Confidential Information includes, without limitation, the software underlying the Software Services, Documentation, and Product Documentation.

5.2. Confidential Information does not include information that: (a) was publicly known or becomes publicly known through no breach of this Agreement by the receiving party;

(b) is required to be disclosed upon request under any applicable federal, state, or local public records laws, including but not limited to the Public Records Act under RCW 42.56; (c) Customer expressly directs OpenGov make publicly available; (d) was lawfully known to the receiving party without restriction on disclosure before receipt from the disclosing party; (e) is disclosed to the receiving party by a third party who has the right to make such disclosure without restriction; or (f) is independently developed by the receiving party without access to the disclosing party's Confidential Information.

5.3. Each party agrees to use the other's Confidential Information only in connection with this Agreement. Each party further agrees to protect the other party's Confidential Information using the measures that it employs with respect to its own Confidential Information of a similar nature, but in no event with less than reasonable care. If a party is required by the Washington State Public Records Act under RCW 42.56 or any other applicable law, to disclose Confidential Information, the Receiving Party will promptly give the Disclosing Party prior notice in writing of the compelled disclosure.

5.4 Parties acknowledge that the City of Anacortes is subject to requirements under the Public Records Act under RCW 42.56 and any legal requirements under said Act supersede any requirements under this Agreement or any Order Form or SOW.

6. Term and Termination

6.1. Agreement Term. This Agreement begins on the Effective Date and will remain in effect until the termination or expiration of all active Order Forms entered into under this Agreement ("Term"), unless earlier terminated pursuant to this Section 6.

6.2 Renewal. Unless the parties enter into a new Order Form to renew the Agreement for an additional period of no less than one year ("Renewal Term"), this Agreement shall terminate at the end of the applicable initial term or Renewal Term. 6.3. Termination for Cause. If either party materially breaches this Agreement and fails to cure such breach within 30 days after receiving written notice by the non-breaching party, the non-breaching party may terminate this Agreement.

6.4. Effect of Termination. Upon termination of this Agreement pursuant to Section 6: (a) Customer shall pay in full for all of the Software Services and Professional Services for the then-current annual term; (b) OpenGov shall stop providing the Software Services and the Professional Services to Customer; and (c) with the exception of Customer Data, the return and deletion of which are addressed in Section 4, each party shall,

upon request of the other party, return or delete any of the other party's Confidential Information.

7. Payment of Fees

7.1. Fees; Invoicing; Payment; Expenses.

7.1.1. Fees. Fees for the Software Services and Professional Services are set forth in the applicable Order Form, and OpenGov will invoice Customer accordingly. Customer agrees to pay invoices within 30 days of receipt. Invoices are deemed received when OpenGov emails them to Customer's designated billing contact. Obligations to pay fees are non-cancelable, and payments are non-refundable, except as expressly provided in Sections 8.1.2 and 8.1.3.

7.1.2. Annual Software Price Adjustment. OpenGov shall increase the fees for the Software Services during any Renewal Term by 5% each year or as otherwise agreed upon in the applicable renewal Order Form.

7.1.3. Travel Expenses. OpenGov will invoice Customer for travel expenses provided in the SOW or Order Form as they are incurred. Customer shall pay all such valid invoices within 30 days of receipt of invoice. Receipts shall be provided for the travel expenses listed on the invoice.

7.2. Consequences of Non-Payment. If Customer fails to make any payments required under any Order Form or SOW, then in addition to any other rights OpenGov may have under this Agreement or applicable law: (a) Customer will owe a late interest penalty of the maximum rate permitted by law; and (b) if Customer's account remains delinquent (with respect to payment of an undisputed invoice) for 10 days after receipt of a delinquency notice from OpenGov, which may be provided via email to Customer's designated billing contact, OpenGov may temporarily suspend Customer's access to the Software Service for up to 90 days to pursue good faith negotiations before pursuing termination in accordance with Section 6.3. Customer will continue to incur and owe all applicable fees irrespective of any such service suspension based on such Customer's delinquency.

7.3. Taxes. Each party is responsible for the tax effects this Agreement imposes upon it. If Customer is tax-exempt, it will provide OpenGov its tax exemption certificate.

8. Representations and Warranties; Disclaimer

8.1. By OpenGov.

8.1.1. General Warranty. OpenGov represents and warrants that it has all right and authority necessary to enter into and perform this Agreement.

8.1.2. Professional Services Warranty. OpenGov further represents and warrants that the Professional Services, if any, will be performed in a professional and workmanlike manner in accordance with the related SOW and generally prevailing industry standards. For any breach of the Professional Services warranty, OpenGov will reperform the applicable services. If OpenGov is unable to re-perform such work as warranted, Customer will be entitled to recover all fees paid to OpenGov for the deficient work. Customer must give written notice of any claim under this warranty to OpenGov within 90 days of the completion of the Professional Services pursuant to the applicable SOW to receive such warranty remedies.

8.1.3. Software Services Warranty. OpenGov further represents and warrants that for the Term, the Software Services will perform in all material respects in accordance with the then-current Product Documentation. The foregoing warranty does not apply to (a) any Software Services that have been used in a manner other than as set forth in this Agreement, or (b) any pre-release features, functionality, or beta software services that Customer elects to use in the beta phase of development. For any breach of the Software Services warranty, OpenGov will repair or replace any nonconforming Software Services so that the affected portion of the Software Services operates as warranted. If OpenGov is unable to do so, Customer may terminate the Agreement and will be entitled to a refund of the pre-paid, unused portion of the fees from the date of the discovery of the defect. Customer must give written notice of any claim under this warranty to OpenGov within 90 days of Customer discovering the defect to receive such warranty remedies.

8.2. By Customer. Customer represents and warrants that (a) it has all right and authority necessary to enter into and perform this Agreement and (b) OpenGov's use of Customer Data pursuant to this Agreement will not infringe, violate or misappropriate Intellectual Property Rights of any third party.

8.3. Disclaimer. OPENGOV DOES NOT WARRANT THAT THE SOFTWARE SERVICES WILL BE UNINTERRUPTED OR ERROR FREE; NOR DOES IT MAKE ANY WARRANTY AS TO THE RESULTS THAT MAY BE OBTAINED FROM USE OF

THE SOFTWARE SERVICES. EXCEPT AS SET FORTH IN THIS SECTION 8, THE SOFTWARE SERVICES ARE PROVIDED “AS IS” AND OPENGOV DISCLAIMS ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, IMPLIED WARRANTIES OF MERCHANTABILITY.

9. Limitation of Liability

9.1. By Type. NEITHER PARTY, NOR ITS SUPPLIERS, OFFICERS, AFFILIATES, REPRESENTATIVES, CONTRACTORS OR EMPLOYEES, SHALL BE RESPONSIBLE OR LIABLE WITH RESPECT TO ANY SUBJECT MATTER OF THIS AGREEMENT UNDER ANY CONTRACT, NEGLIGENCE, STRICT LIABILITY, OR OTHER THEORY: (A) FOR ERROR OR INTERRUPTION OF USE OR INACCURACY OF DATA OR COST OF PROCUREMENT OF SUBSTITUTE GOODS OR SERVICES OR LOSS OF BUSINESS; (B) FOR ANY INDIRECT, EXEMPLARY, PUNITIVE, INCIDENTAL, SPECIAL, OR CONSEQUENTIAL DAMAGES; OR (C) FOR ANY MATTER BEYOND A PARTY’S REASONABLE CONTROL, EVEN IF SUCH PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH LOSS OR DAMAGE.

9.2. By Amount. IN NO EVENT SHALL EITHER PARTY’S AGGREGATE, CUMULATIVE LIABILITY FOR ANY CLAIMS ARISING OUT OF OR IN ANY WAY RELATED TO THIS AGREEMENT EXCEED 2 TIMES THE FEES PAID OR PAYABLE BY CUSTOMER TO OPENGOV FOR THE SOFTWARE SERVICES UNDER THIS AGREEMENT IN THE 12 MONTHS PRIOR TO THE ACT THAT GAVE RISE TO THE LIABILITY. FOR THE AVOIDANCE OF DOUBT, NOTHING IN THIS SECTION 9.2 SHALL LIMIT PAYMENTS MADE PURSUANT TO A VALID INSURANCE CLAIM UNDER THE INSURANCE REQUIREMENTS IN SECTION 10.

9.3. Limitation of Liability Exclusions. The limitations of liability set forth in Sections 9.1 and 9.2 above do not apply to, and each party accepts liability to the other for: (a) claims arising out of fraud or willful misconduct by either party; (b) either party’s infringement of the other party’s Intellectual Property Rights; (c) breach of obligations under Section 3.1; and (d) payment obligations under this Agreement.

9.4. No Limitation of Liability by Law. Because some jurisdictions do not allow liability or damages to be limited to the extent set forth above, some of the above limitations may not apply.

10. Insurance

A. Insurance Term: OpenGov shall procure and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by OpenGov, its agents, representatives, or employees.

B. Minimum Scope of Insurance: OpenGov shall obtain insurance of the types and coverages described below:

1. Commercial General Liability insurance shall be aligned with the minimum requirements set forth in Section 10.C.1 below and shall cover liability arising from premises, operations, stop-gap independent contractors and personal injury and advertising injury. **The City shall be named as an additional insured under OpenGov's Commercial General Liability insurance policy** with respect to the work performed for the City using an additional insured endorsement.
2. Technology Errors & Omissions (E&O) and Network Security (Cyber) insurance shall include, but not be limited to, coverage for:

Third party claims and losses with respect to network risks (such as data breaches, unauthorized access or use, ID theft, theft of data) and invasion of privacy regardless of the type of media involved in the loss of private information, crisis management and identity theft response costs. This should also include breach notification costs, credit remediation and credit monitoring, defense and claims expenses, regulatory defense costs plus fines and penalties, cyber extortion, computer program and electronic data restoration expenses coverage (data asset protection), network business interruption, and funds transfer loss.

C. Minimum Amounts of Insurance: OpenGov shall maintain the following insurance limits:

1. Commercial General Liability insurance shall be written with limits no less than \$2,000,000 each occurrence and \$2,000,000 general aggregate.
2. Technology Errors & Omissions (E&O) shall be written with limits no less than \$1,000,000 per claim and \$1,000,000 policy aggregate limit.
3. Network Security (Cyber) Insurance shall be written with limits no less than \$2,000,000 per claim \$2,000,000 policy aggregate for network security.

D. Other Insurance Provision: OpenGov's Commercial General Liability insurance policy is to contain, or be endorsed to contain, that it shall be primary insurance as respect the City. Any Insurance, self-insurance, or self-insured pool coverage maintained by the City shall be excess of OpenGov's insurance and shall not contribute with it.

E. Acceptability of Insurers: Insurance is to be placed with insurers with a current A.M. Best rating of not less than A-VII.

F. Verification of Coverage: OpenGov shall furnish the City with certificates and a copy of the endorsements, including but not necessarily limited to the additional insured endorsements, evidencing the insurance requirements of OpenGov **within 10 days of contract execution and before scheduling of the work**. Failure of the City to demand such verification of coverage with these insurance requirements or failure of the City to identify a deficiency from the insurance documentation provided shall not be construed as a waiver of OpenGov's obligation to maintain such insurance.

Verification of coverage shall include:

- a. An ACORD certificate or a form determined by the City to be equivalent.
- b. Copies of all endorsements naming the City as additional insured, showing the policy number. OpenGov may submit a copy of any blanket additional insured clause from its policies instead of a separate endorsement.
- c. Any other endorsements to show the coverage required herein.
- d. **A notation of coverage enhancements on the Certificate of Insurance shall not satisfy these requirements – actual endorsements must be submitted.**

G. Notice of Cancellation: OpenGov shall provide the City with written notice of any policy cancellation in accordance with the policy provisions .

H. Failure to Maintain Insurance: Failure on the part of OpenGov to maintain the insurance as required shall constitute a material breach of contract, upon which the City may, after giving thirty days' notice to OpenGov to correct the breach, immediately terminate the contract.

I. City Full Availability of OpenGov Limits: If OpenGov maintains higher insurance limits than the minimums shown above, the City shall be insured for the full available limits of Commercial General and Excess or Umbrella liability maintained by OpenGov, irrespective of whether such limits maintained by OpenGov are greater than those required by this Agreement or whether any certificate of insurance furnished to the City evidences limits of liability lower than those maintained by OpenGov.

K. Safeguarding of Personal Information: OpenGov shall not use or disclose Personal Information, as defined in RCW 19.255, in any manner that would constitute a violation of federal law or applicable provisions of Washington State law. OpenGov agrees to comply with all federal and state laws and regulations, as currently enacted or revised, regarding data security and electronic data interchange of Personal Information.

OpenGov shall ensure its directors, officers, employees, subcontractors or agents use Personal Information solely for the purposes of accomplishing the services set forth in the Agreement.

OpenGov shall protect Personal Information collected, used, or acquired in connection with the Agreement, against unauthorized use, disclosure, modification or loss.

OpenGov and its subcontractors agree not to release, divulge, publish, transfer, sell or otherwise make Personal Information known to unauthorized persons without the express written consent of City or as otherwise authorized by law.

OpenGov agrees to implement physical, electronic, and managerial policies, procedures, and safeguards to prevent unauthorized access, use, or disclosure of Personal Information.

OpenGov shall notify City in writing upon becoming aware of any reasonably believed unauthorized access, use or disclosure of City's Personal Information provided to OpenGov under this Agreement. OpenGov shall take necessary steps to mitigate the harmful effects of such use or disclosure. For any such incident involving City's Personal Information where notification to affected individuals or governmental authorities is required by applicable law, and to the extent the incident results from OpenGov's breach of this Agreement or failure to comply with applicable data security obligations, OpenGov shall be financially responsible for its reasonable, documented, out-of-pocket costs of such legally required notification. The details of the notification must be approved by City, such approval not to be unreasonable withheld or delayed.

11. Miscellaneous

11.1. Logo Use. OpenGov shall have the right to use and display Customer's logos and trade names for marketing and promotional purposes in OpenGov's website and marketing materials, subject to Customer's trademark usage guidelines provided to OpenGov.

11.2. Notice. Ordinary day-to-day operational communications may be conducted by email, live chat or telephone. For notices required by the Agreement the parties must communicate more formally in a writing sent via USPS certified mail and via email. OpenGov's addresses for notice are: legal@opengov.com with a mailed copy to OpenGov, Inc., 660 3rd Street, Suite 100, San Francisco, CA 94107. City's addresses for notice are: contracts@anacorteswa.gov with a mailed copy to City of Anacortes, Legal Department, PO 547, Anacortes, WA 98221.

11.3. Anti-corruption. Neither OpenGov nor any of its employees or agents has offered or provided any illegal or improper payment, gift, or transfer of value in connection with this Agreement. The parties will promptly notify each other if they become aware of any violation of any applicable anti-corruption laws in connection with this Agreement.

11.4 Injunctive Relief. The parties acknowledge that any breach of the confidentiality provisions or the unauthorized use of a party's intellectual property may result in serious and irreparable injury to the aggrieved party for which damages may not adequately compensate the aggrieved party. The parties agree, therefore, that, in addition to any other remedy that the aggrieved party may have, it shall be entitled to seek equitable

injunctive relief without being required to post a bond or other surety or to prove either actual damages or that damages would be an inadequate remedy. 11.5. Force Majeure. Neither party will be liable for any delay or failure to perform its obligations under this Agreement, due to any events beyond its reasonable control, including but not limited to acts of god, acts of governmental authority, war, riot, labor disputes, failures of performance by any third-party services, utilities, or equipment failures, or any other events beyond the party's reasonable control. Notwithstanding the foregoing, Customer shall remain obligated to perform its obligations under Section 7.1.1.

11.6. Severability; Waiver. If any provision of this Agreement is found to be unenforceable or invalid, that provision will be limited or eliminated to the minimum extent necessary so that this Agreement will otherwise remain in full force and effect and enforceable. Any express waiver or failure to exercise promptly any right under this Agreement will not create a continuing waiver or any expectation of non-enforcement.

11.7. Survival. The following sections of this Agreement shall survive termination or expiration: Section 5 (Confidentiality), Section 7 (Payment of Fees), Section 4.6 (Deletion of Customer Data), Section 8.3 (Warranty Disclaimer), Section 9 (Limitation of Liability), and Section 11 (Miscellaneous).

11.8. Assignment. There are no third-party beneficiaries to this Agreement. Neither party may assign, or otherwise transfer this Agreement without the other party's written consent, which consent may not be unreasonably withheld, conditioned, or delayed. Notwithstanding the foregoing, either party may assign, without such consent but upon written notice, its rights and obligations under this Agreement to its corporate affiliate or to any entity that acquires all or substantially all of its capital stock or its assets related to this Agreement, through purchase, merger, consolidation, or otherwise. Any other attempted assignment shall be void. This Agreement will benefit and bind permitted assigns and successors.

11.9. Independent Contractors. This Agreement does not create an agency, partnership, joint venture, or employment relationship, and neither party has any authority to bind the other.

11.10. Governing Law and Jurisdiction. This Agreement will be governed by the laws of Customer's jurisdiction, without regard to conflict of laws principles. The parties submit to personal jurisdiction and venue in the courts of Customer's jurisdiction.

11.11. Complete Agreement. OpenGov has made no other promises or representations to Customer other than those contained in this Agreement. Any additional or different terms in a purchase order or click-through agreement are expressly rejected by the parties and are void. Any modification to this Agreement must be in writing and signed by an authorized representative of each party. No third parties are authorized to modify this Agreement. If there is a conflict between this Agreement and any other attached or incorporated document, the terms of this Agreement will control unless expressly stated otherwise.

The parties acknowledge that there has been an opportunity to negotiate the terms and conditions of this Agreement and agree to each bind itself, its partners, successors, assigns, and legal representatives to the other party hereto, in respect of all covenants, agreements, and obligations contained in the Contract Documents. Each of the persons signing below on behalf of any party hereby represents and warrants that they are signing with full and complete authority to bind the party on whose behalf of whom they are signing, to each and every term of this Agreement.

CITY OF ANACORTES

OPENGOV, INC.

Signature_____

Signature _____

By _____

By _____

Title _____

Title _____

Date_____

Date_____

Attachment A

OpenGov Data Processing Addendum

This Data Processing Addendum (“DPA”) is incorporated by reference into and supplements the Master Services Agreement (“MSA”) or the End User License Agreement (“EULA”), as applicable, by and between OpenGov and the Customer. This DPA applies to the extent OpenGov processes Personal Data on behalf of Customer in connection with the Software Services and/or Professional Services provided by OpenGov. Capitalized terms used but not defined in this DPA have the meanings given in the Agreement.

1. Definitions.

1.1. “Controller” means the party that determines the purpose and means of processing Personal Data, or as otherwise defined in the applicable law or regulation (including a “Business” as such term is defined under any applicable Data Privacy Law).

1.2. “Data Privacy Laws” means any applicable laws, or regulations concerning privacy or data protection in the USA, including but not limited to the California Consumer Privacy Act of 2018, as amended by the California Privacy Rights Act of 2020 (collectively, the “CCPA”), the Virginia Consumer Data Protection Act (“VCDPA”), the Colorado Privacy Act (“CPA”), and any equivalent or successor laws.

1.3. “Data Subject” means a natural person whose Personal Data is Processed.

1.4. “Personal Data” means Customer Data that: (a) relates to, describes, identifies, or can reasonably be associated with or linked, directly or indirectly, to an identified or identifiable natural person or household including, without limitation, “personal information,” “personally identifiable information,” “sensitive personal information,” or similar terms as defined under applicable Data Privacy Laws; and (b) is Processed by OpenGov, or its agents or subcontractors, for the purposes of providing the Professional Services and/or Software Services. Notwithstanding the foregoing, Personal Data shall not include any Personal Data provided by Customer (including any such data transmitted through the Software Services) to OpenGov in a manner that makes such data public.

1.5. “Personal Data Breach” means a confirmed breach of security leading to the accidental or unlawful destruction, loss, alteration, unauthorized disclosure of, or access to, Personal Data transmitted, stored or otherwise processed.

1.6. “Process” means any operation or set of operations which is performed on Personal Data or on sets of Personal Data, whether or not by automated means. “Processing,” “Processes,” and “Processed” shall be interpreted accordingly.

1.7. “Processor” means the entity which Processes Personal Data on behalf of the Controller, or as otherwise defined in the applicable law or regulation (including a “Service Provider”, as such term is defined under any applicable Data Privacy Law).

1.8. “Sub-processor” means an entity appointed by OpenGov to Process Personal Data on its behalf.

2. Purpose. This DPA governs the Processing of Personal Data under the Agreement and is entered into by the parties to ensure compliance with the Data Privacy Laws, where applicable.

3. Roles. For the avoidance of doubt, OpenGov shall be the Processor and the Customer shall be the Controller or Processor, as applicable.

4. Processing of Personal Data.

4.1. Customer’s Processing of Personal Data. Customer, whether acting as Controller or Processor, shall Process Personal Data through the Software Services and/or Professional Services in compliance with all applicable Data Privacy Laws, including any notice obligations regarding OpenGov as Processor. Customer is solely responsible for the accuracy, quality, and lawfulness of the Personal Data and its collection, and warrants that its use of the Services does not infringe on any Data Subject’s rights.

4.2. OpenGov’s Processing of Personal Data. OpenGov, as the Processor, shall only Process Personal Data as permitted by the Agreement and in compliance with all applicable Data Privacy Laws. OpenGov shall maintain the confidentiality of all Personal Data provided or made available by the Controller and shall not disclose the Personal Data except as necessary to perform its obligations under the Agreement, to comply with applicable laws, or as expressly permitted in writing by the Controller. The

Processor shall ensure that all persons authorized to process the Personal Data are subject to a duty of confidentiality under applicable laws or the Agreement.

5. Data Processing Restrictions. Customer shall not transmit to OpenGov or otherwise cause OpenGov to Process any data outside the scope of Personal Data, including but not limited to protected health information (PHI) as defined by the Health Insurance Portability and Accountability Act (HIPAA), biometric information, criminal justice information, or payment card data governed by the Payment Card Industry Data Security Standard (PCI DSS). OpenGov shall have no obligation or liability arising from any such unauthorized data.

6. Sub-Processors. OpenGov may engage Sub-processors that Process Personal Data. OpenGov will enter into a written agreement with each Sub-processor imposing data protection obligations to ensure an adequate level of protection for Personal Data, consistent with applicable Data Privacy Laws and no less protective than OpenGov's obligations under this DPA.

7. Security Measures. OpenGov will use commercially reasonable security measures to protect Personal Data and ensure the confidentiality, integrity, and availability of OpenGov's systems. These measures include industry-standard encryption, access controls, network monitoring, regular audits, and employee security training. OpenGov reviews and updates its security practices to address emerging threats.

8. Breach Notification. In the event of a Personal Data Breach, OpenGov shall notify Customer in the most expedient time possible and without unreasonable delay. Such notice shall include, to the extent known at the time of notification: (a) the general nature of the incident, including the date; (b) the categories of affected individuals and records; (c) the likely consequences of the breach; and (d) the measures taken or proposed to address and mitigate its adverse effects. OpenGov shall provide regular updates regarding any material developments and shall reasonably cooperate with Customer to ensure compliance with applicable Data Privacy Laws.

9. Processing Obligations. With respect to the processing of Personal Data by OpenGov on behalf of Customer, OpenGov agrees to the following:

9.1. To the extent that a Data Privacy Law applies to OpenGov, OpenGov shall comply with such Data Privacy Law in the processing of Personal Data;

9.2. OpenGov shall adhere to Customer's instructions regarding the Processing of Personal Data, and shall not use or disclose it for any purpose other than as provided in the Agreement;

9.3. OpenGov will not sell or otherwise make Personal Data available to any third party for monetary or other valuable consideration;

9.4. OpenGov will not share Personal Data with any third party for cross-context behavioral advertising;

9.5. Customer will have sole responsibility in responding to rights asserted by an individual in relation to Personal Data under applicable Data Privacy Laws, and OpenGov shall, to the extent reasonably possible, assist Customer in responding to a Data Subject's request under applicable Data Privacy Laws; and

9.6. Upon written request, and no more than once per year, OpenGov shall provide Customer's designee with a copy of OpenGov's SOC-2 report to demonstrate compliance with Data Privacy Laws, subject to confidentiality obligations.

10. Survival. The obligations of this DPA shall survive so long as OpenGov retains any Personal Data.

11. Legal Effect. Except as expressly amended or modified by this DPA, all other terms of the Agreement shall remain unchanged and in full force and effect.

12. Conflict. In the event of any conflict between the main body of the Agreement and this DPA, this DPA will control.

OpenGov

Asset Management

2026-2028 Contract Approval



2026 - \$96,126

2027 - \$101,115

2028 - \$106,171

History with Asset Management

- ▶ 2016 – PW decided to move all our “stand alone” Microsoft Access databases into one consolidated program. “Cartegraph” was chosen.
- ▶ For the next few years, we worked to add each of the PW divisions into the new asset system.
- ▶ As of now we have the Water plant, Wastewater plant, Streets, Storm, Sewer, Facilities, Solid Waste, Fleet and Fiber in the system. Tracking all the utilities and activities that PW employees accomplish on a daily basis.

OpenGov

Asset Management

Home

Dashboard

Resources

Reports

Scenarios

Administration

Switch to the Classic UI

Search

+ Create Asset

11

RH

Search Address or Record

11TH STREET

11TH STREET

11TH STREET

11TH STREET

COMMERCIAL AVENUE

COMMERCIAL AVENUE

Water Main WDI12000179

COMMERCIAL AVENUE

mi

Assets 2,519

Show Selected

Assets of 0 Total Records

Map Filter Off

Water Mains

Sort

Actions

View Layers

	Sort	Dia...	ID	Len...	Installed	M. ↑	Street	Water Ty...	Water Ma...	Location Description	Replaced	Note	Proximi...
		744	8 in WACO800Q744	1093 ft	01/02/1963	AC	12TH STREET	Residential	ACTIVE	12th St. - "H" Ave. to "K"...	01/02/1928		- mi
		1233	6 in WACO600Q1233	231 ft	01/02/1969	AC	CAY WAY	Residential	ACTIVE	Cay Way - Kingsway t...	01/02/1969		- mi

Back

WDI12000179

Water Main

Details

Inspections 0

Tasks 3

3 of 4



07/16/2009

Location

Linked

Location

Location Description

Comm. - 11th to 12th St.

Street

COMMERCIAL AVENUE

Cancel

Save

Currently with Asset Management

- ▶ We have a limit of 100 user accounts.
- ▶ We track all PW tasks by utilizing materials, equipment and labor hours to each task, daily.
- ▶ See-Click-Fix issues are automatically ingested, then routed to the division through OpenGov.
- ▶ Our Utility Locates program is administered through OpenGov. The 811-integration occurred last year.
- ▶ Just under 92,000 assets are tracked.
- ▶ 60,494 Tasks were completed in 2025.
- ▶ 1,780 Requests were issued through See-Click-Fix for 2025.

In the Future with Asset Management

- ▶ The new contract will provide us unlimited user seats to access the program. We already have over 100 accounts.
- ▶ “Orange Advantage” is a 55-hour support block that helps us work on projects that are above and beyond our expertise.
- ▶ Ongoing support for all users.
- ▶ The ability to add new departments into the system without extra costs.
- ▶ Free training, quarterly webinars, on demand videos.
- ▶ Free passes to the national user conference.
- ▶ The continued real-time sync between GIS and interactive maps.

Thank you!



2026 Legislative Priorities Update- Resolution 3207

Emily Schuh, Administrative Services Director

January 12, 2026





Updating Legislative Priorities

- Remove Nutrient General Permit- Wastewater Treatment Impacts due to recent Dept of Ecology decision
- Update Verbiage for SR-20 Preservation and Maintenance
- Update Verbiage for Cap Sante Marina Community Event Facility

2026 Legislative Priorities

Resolution 3207 Adopted 01/12/2026



SR-20 PRESERVATION AND MAINTENANCE

The City is requesting \$500,000 in the 2026 Supplemental Transportation budget to support critical preservation and maintenance work on Highway 20, a critical east-to-west state corridor that connects ferry traffic, regional tourism, and commercial freight. The remaining segment, from the ferry to the Commercial Avenue commercial core, requires approximately \$3 million in repairs, including pavement overlay, ADA-compliant ramp upgrades at 12th Street and 44th Street, and pull-out and lane adjustments along the corridor. Because the underlying road base is concrete, the pavement will continue to fail without a full preservation of investment. With new multifamily and affordable housing development underway on Commercial Avenue, one of only two such areas in the city, this corridor must meet complete-street standards to safely support residents, businesses, and future growth. The City is actively pursuing grant opportunities and leveraging Transportation Benefit Funds, but state partnership is essential. We urge the Legislature to partner with the City by funding this critical Highway 20 state-route preservation project and preventing further cost-shifting onto local dollars.



CAP SANTE MARINA COMMUNITY EVENT FACILITY

The City and the Port of Anacortes are jointly advancing a 12,000-square-foot community and tourism event facility. With design work already complete, the City, along with its port partners, is requesting \$500,000 from the state capital budget to move the \$8.4 million community facility project into the shovel-ready construction phase. The facility will support major tourism drivers such as boat shows, arts festivals, Tulip Festival programming, and nonprofit community gatherings, all of which generate significant sales-tax revenue and reduce the leakage currently lost to out-of-town venues. This project is backed by a strong local cost-share funded by City lodging tax and the Port. This investment will lower the burden on local lodging-- tax payers, support LEED Silver-level sustainability goals, and deliver a centrally located, weather-resilient facility that strengthens downtown, tourism, and community life.

City of Anacortes | PO Box 547 | 904 6th Street, Anacortes, WA 98221 | www.anacorteswa.gov



2026 Legislative Priorities

Resolution 3207 Adopted 01/12/2026



INDIGENT DEFENSE FUNDING AND WORKLOAD SUPPORT

Advocate for reintroduction and passage of legislation, increasing the state's share of indigent-defense costs and supporting workload reductions. HB 1592 (2025) proposed a 50/50 state–local cost share and received hearings but did not advance.



BEHAVIORAL HEALTH TREATMENT CAPACITY

Support the countywide North Star initiative to expand behavioral-health treatment and homelessness response capacity. Seek continued and increased capital and operating funding, including start-up and long-term operational support for local facilities.



Request City Council Adopt Resolution 3207



RESOLUTION NO. 3207
A RESOLUTION OF THE CITY OF ANACORTES, WASHINGTON,
APPROVING THE 2026 LEGISLATIVE PRIORITIES

WHEREAS, during the 2026 Washington Legislative Session, the City Council desires to provide input to the Senators and Representatives who represent the City's constituents pertaining to the development of laws that will have a significant effect on the City's ability to provide a wide variety of services to its constituents; and

WHEREAS the 2026 Legislative Priorities are the documents that set forth the City Council's policy position on broad public policy areas that are of concern to the City; and

WHEREAS, during the 2026 Legislative Session, proposed legislation in other areas of concern to the City will be monitored and reviewed with City Council when appropriate; and

WHEREAS it is the intent of the City Council to take positions of support or opposition to proposed legislation impacting the City and to lobby the legislature based on these positions.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ANACORTES, WASHINGTON, AS FOLLOWS:

1. The City's updated 2026 Legislative Priorities attached hereto and incorporated herein are hereby approved.
2. By adopting the 2026 Legislative Priorities, City Council may support or oppose proposed legislation consistent with these positions and direct staff to lobby on their behalf.

PASSED AND ADOPTED this ___ day of _____

CITY OF ANACORTES, WASHINGTON

By: _____

Matt Müller, Mayor

ATTEST:

By: _____

Steven D. Hoglund, City Clerk

APPROVED AS TO FORM:

By: _____

Darcy Swetnam, City Attorney



2026 LEGISLATIVE PRIORITIES RESOLUTION 3207

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CITY OF ANACORTES, WASHINGTON

By: _____
Ryan Walters, Mayor

ATTEST:

By: _____
Steven D. Hoglund, City Clerk

APPROVED AS TO FORM:

By: _____
Darcy Swetnam, City Attorney