



**Agenda Bill AB26-028**  
**Meeting Date: March 16, 2026**  
**Agenda Item: IX.A**  
 **Regular Business Meeting**  
 **Workshop/Study Session**  
 **Special Business Meeting**

---

**Submitted By:** Shelly Leavens, Staff Liaison to the Equity, Access, & Rights Advisory Board (EAR Board) **Date Submitted:** March 12, 2026

**Department:** Administration

**Contact Phone:**

---

**SUBJECT:** Resolution 26-003 Amending Resolution No. 17-014 Reaffirming that the City of Port Townsend is a Welcoming City that Promotes Policies that Foster Inclusion for All, Reaffirming the City's Commitment to Serve all Residents and Visitors, and Clarifying the City's Policy Related to Non-Discrimination in the Provision of City Services

---

**CATEGORY:**

- Consent                       Resolution  
 Staff Report                       Ordinance  
 Contract Approval                       Other:  
 Public Hearing (Legislative, unless otherwise noted)  
 **3-Year Strategic Plan:**

**BUDGET IMPACT: N/A**

Expenditure Amount: \$  
Included in Budget? Yes  No

**Cost Allocation Fund:** *Choose an item.*

---

**SUMMARY STATEMENT:** The City Council has repeatedly demonstrated its commitment to human and civil rights by enacting Welcoming City Resolutions, first under Resolution No. 16-054 on December 5, 2016, and most recently under Resolution No. 17-014 on March 27, 2017. The Welcoming City Resolution reaffirms the City's commitment to human and civil rights and its policy that City staff will continue to serve all residents in a fair and equitable manner.

In June 2023, with Resolution 23-07, City Council created the Equity, Access, and Rights Advisory Board (EAR Board) with new EAR Board members first convening in April 2024.

EAR Board serves as the resident Advisory Board regarding the following:

- Provides access for community members to raise concerns about equity and rights to staff and City Council;
- Conducts outreach and collaboration with the community, community organizations, and other jurisdictions, including maintaining a list of outside resources to assist community members;
- Advises on issue resolution and informed feedback on proposed policies for staff and City Council;

- Serves as a standing task force to assist the City Council Culture and Society Committee in furthering equity, access, and rights in the City of Port Townsend;
- Review and update the City's Equity, Diversity, and Inclusion Statement; and,
- Identifies barriers and possible solutions for participation in City government and programs.
- Formulate recommendations on select proposed ordinances, resolutions, proclamations, plans, and procedures.
- Formulate recommendations to City Council, staff, other advisory boards regarding equity, access, and rights education, training, and resources.
- Propose to City Council, and when directed, convene public listening sessions on difficult community issues and recommend equitable and effective actions.
- Provide a forum for discussing equity, access, and human rights issues.
- Identify issues and provide City Council with feedback regarding equity, access, and rights.

In spring 2025, representatives from EAR Board conducted a listening session with community members hosted by Jefferson County Immigrant Rights Advocates (JCIRA), with the Welcoming City Resolution translated to Spanish. JCIRA wrote back to the EAR Board after the listening session stating: “These recommendations are offered as additions to the existing Welcoming City Resolution (Resolution 17-014), which already lays a strong foundation for immigrant inclusion and sanctuary protections. The intent is not to replace or revise that foundation, but to build on it, ensuring that the resolution more fully reflects the lived realities and evolving needs of immigrant residents in Jefferson County.”

Following this listening session, the EAR Board formed a workgroup to incorporate the feedback and propose edits and additions to the Welcoming City Resolution. At their November 13, 2025, meeting, the EAR Board approved proposed edits made by a workgroup of the Board and voted to have the edits reviewed by legal counsel and then City Council, which are summarized as:

- Ensuring consistency with the 2019 Keep Washington Working Act;
- Reaffirming the City's commitments under the 2017 Welcoming City Resolution, including reaffirming the City's commitment to not referring or reporting residents to federal immigration authorities during traffic stops, civil enforcement, or any other non-criminal interaction with City staff or law enforcement;
- Affirming that housing must be inclusive to all residents, regardless of immigration or documentation status and committing to working with local housing providers to promote inclusive eligibility practices;
- Committing to translating essential City communications into primary languages spoken by the immigrant community and where feasible, providing translation services;
- Reviewing zoning, permitting, and development policies to identify and remove barriers to local, affordable, and culturally inclusive retail and grocery access;
- Including immigrant residents and immigrant-led organizations in the development and review of City policies that impact public safety, housing, economic development, and community engagement. Where possible,

supporting participation with stipends, translated materials, and interpretation services; and,

- Committing to considering immigrant experience in economic development, childcare access, transportation planning, recovery funding decisions, and addressing cumulative impacts of exclusion.

The City Attorney's Office has reviewed the EAR Board's proposed amendments to the Welcoming City Resolution and further recommends edits to:

- Section A1: "The City reaffirms that no resident shall be referred to or reported to federal immigration authorities during traffic stops, civil enforcement, or any other non-criminal interaction with City staff or law enforcement, unless directed by a court order or judicial warrant". This addition ensures consistency with state and federal law.
- Section E: The City supports comprehensive federal immigration reform that creates a pathway to citizenship for undocumented persons, including students who arrived in the U.S. as children under the introduced Development, Relief, and Education for Alien Minors ("DREAM") Dream Act of 2025. These amendments conform to the most recently introduced federal legislation with respect to this matter.

It is a Council decision whether to take action on amending the Welcoming City Resolution based on the EAR Board's recommendation.

---

**ATTACHMENTS:**

1. Resolution No. 26-003 with line in line out amending Resolution No. 17-014 (Welcoming City Resolution).
2. Resolution No. 17-014 (Welcoming City Resolution)

---

**CITY COUNCIL ADVISORY BOARD RECOMMENDED ACTION:** Move to approve Resolution No. 26-003 amending Resolution No. 17-014 Reaffirming that the City of Port Townsend is a Welcoming City that Promotes Policies that Foster Inclusion for all, Reaffirming the City's Commitment to Serve all Residents and Visitors, and Clarifying the City's Policy Related to Non-Discrimination in the Provision of City Services.

---

**ALTERNATIVES:**

- Take No Action       Refer to Committee       Refer to Staff       Postpone Action  
 Remove from Consent Agenda       Waive Council Rules and approve Ordinance \_\_\_\_  
 Other:

**RESOLUTION NO. 26-003**

**A RESOLUTION AMENDING RESOLUTION NO. 17-014 REAFFIRMING THAT THE CITY OF PORT TOWNSEND IS A WELCOMING CITY THAT PROMOTES POLICIES THAT FOSTER INCLUSION FOR ALL, REAFFIRMING THE CITY'S COMMITMENT TO SERVE ALL RESIDENTS AND VISITORS, AND CLARIFYING THE CITY'S POLICY RELATED TO NON-DISCRIMINATION IN THE PROVISION OF CITY SERVICES**

**WHEREAS**, the government of the City of Port Townsend is committed to supporting the Constitution of the United States and the State of Washington and where it is within the City's power to protect the rights of its residents and visitors; and,

**WHEREAS**, the City Council has repeatedly demonstrated its commitment to human and civil rights by enacting Resolution No. 17-014 on March 27, 2017 and Resolution No. 16-054 on December 5, 2016, reaffirming its commitment to human and civil rights and recommitting to its policy that City staff will continue to serve all residents; and,

**WHEREAS**, in 2019, the Washington State Legislature passed the Keep Washington Working Act with the purpose of "ensuring the state of Washington remains a place where the rights and dignity of all residents are maintained and protected in order to keep Washington working"; and,

**WHEREAS**, Port Townsend strives to be a vibrant city and community that welcomes and serves residents and visitors regardless of age, citizenship status, color, familial status, gender identity, gender expression, marital status, national origin, physical and intellectual abilities, race, religion, religious observance, sex, sexual orientation, military service status, and source or level of income; and,

**WHEREAS**, Washington State welcomes thousands of refugees each year and the City is proud of our state's commitment to human rights and human dignity; and,

**WHEREAS**, immigrant and mixed-status families in Jefferson County continue to face systemic challenges in housing access, economic opportunity, and public participation, and the City affirms its responsibility to extend inclusion beyond non-discrimination into material and civic equity;

**WHEREAS**, the recent increase in anti-immigrant and anti-refugee rhetoric and racist hate speech toward immigrant and refugee communities is alarming; and,

**WHEREAS**, a study published by the Center for American Progress concluded that "communities are safer when law enforcement agencies do not become entangled in federal immigration enforcement efforts," and that "35.5 fewer crimes are committed per 1,000 people,"

and that when those communities "protect all their residents, they see significant economic gains<sup>1</sup>; and,

**WHEREAS**, in 2025, the City's Equity, Access, and Rights Advisory Board debated these amendments to Resolution No. 17-014 and developed draft language for consideration by the City Council; and,

**WHEREAS**, the City is committed to continue building a welcoming, safe, and hate-free community where all immigrants and refugees are welcomed, accepted, and integrated; and to encourage business leaders, civic groups, community institutions, and residents to join in a community-wide effort to adopt policies and practices that promote integration, inclusion, and equity; and

**WHEREAS**, The City has a long history of being a port of entry for immigrants and refugees seeking a better life and fleeing discrimination, violence, and strife; and,

**WHEREAS**, the City is committed to recognizing the dignity and human rights of all its residents and visitors, including the right of all residents and visitors to be in a City where they are not subject to prejudicial treatment or discrimination; and,

**WHEREAS**, the City recommits to its policy to continue building a city of inclusion and participation by all;

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Port Townsend that Resolution No. 17-014 is amended as follows (underlines are additions and strikethroughs are deletions):

The City Council reaffirms its commitment to human and civil rights and equality for all of its residents and visitors, regardless of age, citizenship status, color, familial status, gender identity, gender expression, marital status, national origin, physical and intellectual abilities, race, religion, religious observance, sex, sexual orientation, military service status, and source or level of income. Within available resources, City staff will take the following actions.

A. The Port Townsend Police Department (PTPD) will not detain or arrest a person based on their immigration or citizenship status unless pursuant to a federal criminal warrant issued by a federal judge or magistrate. Consistent with Port Townsend Resolution 09-025, PTPD Policy Manual Section 409.7, and PTPD Policy Manual Section 412, the Police Department will not comply with, or assist in the execution of, administrative warrants issued by the Immigration and Customs Enforcement (ICE) or Customs and Border Protection (CBP) agencies of the

---

<sup>1</sup> The Effects of Sanctuary Policies on Crime and the Economy, Tom K. Wong, Center for American Progress, January 26, 2017, <https://www.americanprogress.org/article/the-effects-of-sanctuary-policies-on-crime-and-the-economy/>, last accessed on March 12, 2026.

Department of Homeland Security regardless of whether they are specifically delivered to the Police Department or entered into the National Crime Information Database.

A1. The City reaffirms that no resident shall be referred to or reported to federal immigration authorities during traffic stops, civil enforcement, or any other non-criminal interaction with City staff or law enforcement, unless directed by a court order or judicial warrant. Local trust and public safety depend on clear separation between municipal functions and immigration enforcement.

B. The City requests that the Jefferson County Sheriffs Office adopt written policies and procedures consistent with Section A above. The City further requests that the Jefferson County Sheriffs Office adopt a policy that it will not provide ICE or CBP agents with information regarding release dates of individuals detained in the Jefferson County jail, that informs all detainees of their right to refuse interviews with ICE and CBP agents, and honors this right for detainees who decline such interviews.

C. The Port Townsend Police Department is focused on the safety and security of all our residents and visitors regardless of immigration status. The City will not enter into any agreement with the federal government that would allow or require employees, including the Police Department, to act as *de facto* immigration officers pursuant to 8 U.S.C. § 1101, Sec. 287(g) or to enforce any civil provisions of the Immigration and Naturalization Act.

D. Because the City wants to encourage witnesses and victims of crime to report and assist in solving crimes, it will focus its limited law enforcement resources on criminal investigations rather than civil immigration law violations. Except as required by law, City employees, including employees of the Police Department, will not request information pertaining to immigration status or any protected class from any person seeking City services, or seeking to use City facilities, or during any other interaction with the City. No employee of the City will make any record of any person's immigration or any other protected class status except as expressly required by federal law. City Departments will review their procedures to ensure that they only collect information that is necessary to perform City functions or to provide services, and that this information is not used for any other purpose unless required by law.

E. The City supports comprehensive federal immigration reform that creates a pathway to citizenship for undocumented persons, including students who arrived in the U.S. as children under the introduced Development, Relief, and Education for Alien Minors ("DREAM") Act Dream Act of 2025.

F. City staff will continue to not tolerate harassment or intimidation of users of its facilities or services by other users or by City staff. Where appropriate, staff will refer such matters to the Police Department for investigation. The Police Department shall work with the community to ensure that City residents and visitors are protected under state and local malicious harassment laws and understand these protections. It shall proactively identify persons and

groups who are likely targets for hate crimes to help them form prevention and response networks. It shall provide victim assistance where possible. It will investigate and refer hate crimes for prosecution to the City or County prosecutor where appropriate or will assist the victim in reporting the incident to the State Human Rights Commission. (City Personnel Policies 2.2 (Equal Opportunity); 2.5 (Anti-Harassment); Port Townsend Police Department Policy Manual Section 318, (Training, prevention, investigation, and reporting of hate crimes)).

G. City staff will continue to assist residents and visitors who believe they have been discriminated against in the sale, rental, or financing of land to be used for housing in reporting instances of violations of state and federal laws related to housing to the Washington Human Rights Commission, U.S. Department of Housing and Urban Development, or other appropriate agency. (Resolutions 94-11 IA and 08-044). When considering entering into or renewing interlocal or mutual aid agreements, City staff will request that the agreement contain language consistent with this Resolution.

G1. The City affirms that access to housing must be inclusive of all residents, regardless of immigration or documentation status. Rental application requirements such as Social Security Numbers, U.S.-based credit histories, or other formal documentation may serve as structural barriers for immigrant and mixed-status households. The City will work with local housing providers to promote inclusive eligibility practices that do not result in the exclusion of undocumented residents or their families.

H. When appropriate, City staff will revise City documents and websites that refer to “citizens” to instead refer to “residents”.

H1. In addition to revising language from “citizens” to “residents,” the City will ensure that essential communications—including emergency alerts, housing resources, and public meeting announcements—are translated into the primary languages spoken by immigrant communities. Interpretation will be made available at public meetings whenever feasible, and the City will work toward increasing bilingual capacity in public-facing roles, including through staff hiring, training, and interpretation support.”

I. The City Manager will ensure City staff are trained on these policies.

J. The City acknowledges that economic inclusion includes access to affordable and culturally relevant retail options. Many immigrant residents must travel outside of Jefferson County to access basic goods and culturally specific food, which increases exposure to immigration enforcement and places families at risk. The City will review zoning, permitting, and development policies to identify and remove barriers to local, affordable, and culturally inclusive retail and grocery access.

K. The City commits to including immigrant residents and immigrant-led organizations in the development and review of City policies that impact public safety, housing, economic development, and community engagement. Where possible, participation shall be supported

through interpretation services, translated materials, and stipends or compensation for time and labor.

L. The City recognizes that many immigrant residents face systemic barriers to employment, transportation, childcare, and financial stability. These barriers are compounded by legal status and exclusion from federal programs. The City commits to considering immigrant experiences in economic development, childcare access, transportation planning, and recovery funding decisions, and to addressing the cumulative impacts of exclusion.

**ADOPTED** by the City Council of Port Townsend, Washington, at a regular meeting thereof, held this 16<sup>th</sup> day of March, 2026.

---

Amy Howard  
Mayor

*Attest:*

---

Alyssa Rodrigues  
City Clerk

**RESOLUTION NO. 17-014**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORT TOWNSEND, WASHINGTON, AFFIRMING THAT THE CITY IS A WELCOMING CITY THAT PROMOTES POLICIES THAT FOSTER INCLUSION FOR ALL, REAFFIRMING THE CITY'S COMMITMENT TO SERVE ALL RESIDENTS AND VISITORS, AND CLARIFYING THE CITY COUNCIL'S POLICY RELATED TO NON-DISCRIMINATION IN THE PROVISION OF CITY SERVICES**

**WHEREAS**, the government of the City of Port Townsend is committed to supporting the Constitution of the United States and of the State of Washington and, where it is within the City's power, to protecting the constitutional rights of its residents and visitors; and

**WHEREAS**, the City Council has repeatedly demonstrated its commitment to human and civil rights, most recently enacting Resolution 16-054 on December 5, 2016, reaffirming its commitment to Human and Civil Rights and recommitting to its policy that City staff will continue to serve all residents; and,

**WHEREAS**, Port Townsend strives to be a vibrant city and community that welcomes and serves residents and visitors regardless of age, citizenship status, color, familial status, gender identity, gender expression, marital status, national origin, physical and intellectual abilities, race, religion, religious observance, sex, sexual orientation, military service status, and source or level of income; and,

**WHEREAS**, Washington State welcomes thousands of refugees each year and the City is proud of our state's commitment to human rights and human dignity; and,

**WHEREAS**, the recent increase in anti-immigrant and anti-refugee rhetoric and racist hate speech toward immigrant and refugee communities is alarming; and,

**WHEREAS**, a study published by the Center for American Progress concluded that "communities are safer when law enforcement agencies do not become entangled in federal immigration enforcement efforts," and that "35.5 fewer crimes are committed per 1,000 people," and that when those communities "protect all their residents, they see significant economic gains<sup>1</sup>; and,

**WHEREAS**, the City is committed to continue building a welcoming, safe, and hate-free community where all immigrants and refugees are welcomed, accepted, and integrated; and to encourage business leaders, civic groups, community institutions, and residents to join in a community-wide effort to adopt policies and practices that promote integration, inclusion, and equity; and,

---

<sup>1</sup> The Effects of Sanctuary Policies on Crime and the Economy  
By Tom K. Wong Posted on January 26, 2017, 1:00 am.  
<https://www.americanprogress.org/issues/immigration/reports/2017/01/26/297366/the-effects-of-sanctuary-policies-on-crime-and-the-economy/> Last viewed March 7, 2017 at 4:10 p.m.

**WHEREAS**, The City has a long history of being a port of entry for immigrants and refugees seeking a better life and fleeing discrimination, violence, and strife; and,

**WHEREAS**, the City is committed to recognizing the dignity and human rights of all its residents and visitors, including the right of all residents and visitors to be in a City where they are not subject to prejudicial treatment or discrimination; and,

**WHEREAS**, the City recommits to its policy to continue building a city of inclusion and participation by all;

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Port Townsend as follows:

The City Council reaffirms its commitment to human and civil rights and equality for all of its residents and visitors, regardless of age, citizenship status, color, familial status, gender identity, gender expression, marital status, national origin, physical and intellectual abilities, race, religion, religious observance, sex, sexual orientation, military service status, and source or level of income. Within available resources, City staff will take the following actions.

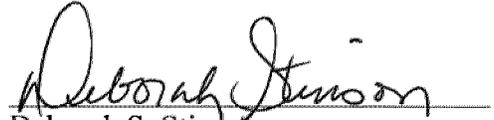
- A. The Port Townsend Police Department (PTPD) will not detain or arrest a person based on their immigration or citizenship status unless pursuant to a federal criminal warrant issued by a federal judge or magistrate. Consistent with Port Townsend Resolution 09-025, PTPD Policy Manual Section 409.7, and PTPD Policy Manual Section 412, the Police Department will not comply with, or assist in the execution of, administrative warrants issued by the Immigration and Customs Enforcement (ICE) or Customs and Border Protection (CBP) agencies of the Department of Homeland Security regardless of whether they are specifically delivered to the Police Department or entered into the National Crime Information Database.
- B. The City requests that the Jefferson County Sheriff's Office adopt written policies and procedures consistent with Section A above. The City further requests that the Jefferson County Sheriff's Office adopt a policy that it will not provide ICE or CBP agents with information regarding release dates of individuals detained in the Jefferson County jail, that informs all detainees of their right to refuse interviews with ICE and CBP agents, and honors this right for detainees who decline such interviews.
- C. The Port Townsend Police Department is focused on the safety and security of all our residents and visitors regardless of immigration status. The City will not enter into any agreement with the federal government that would allow or require employees, including the Police Department, to act as *de facto* immigration officers pursuant to 8 U.S.C. § 1101, Sec. 287(g) or to enforce any civil provisions of the Immigration and Naturalization Act.
- D. Because the City wants to encourage witnesses and victims of crime to report and assist in solving crimes, it will focus its limited law enforcement resources on criminal investigations rather than civil immigration law violations. Except as required by law,

City employees, including employees of the Police Department, will not request information pertaining to immigration status or any protected class from any person seeking City services, or seeking to use City facilities, or during any other interaction with the City. No employee of the City will make any record of any person's immigration or any other protected class status except as expressly required by federal law. City Departments will review their procedures to ensure that they only collect information that is necessary to perform City functions or to provide services, and that this information is not used for any other purpose unless required by law.

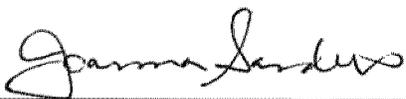
- E. The City supports comprehensive federal immigration reform that creates a pathway to citizenship for undocumented persons, including students who arrived in the U.S. as children under the Development, Relief, and Education for Alien Minors ("DREAM") Act.
- F. City staff will continue to not tolerate harassment or intimidation of users of its facilities or services by other users or by City staff. Where appropriate, staff will refer such matters to the Police Department for investigation. The Police Department shall work with the community to ensure that City residents and visitors are protected under state and local malicious harassment laws and understand these protections. It shall proactively identify persons and groups who are likely targets for hate crimes to help them form prevention and response networks. It shall provide victim assistance where possible. It will investigate and refer hate crimes for prosecution to the City or County prosecutor where appropriate or will assist the victim in reporting the incident to the State Human Rights Commission. (City Personnel Policies 2.2 (Equal Opportunity); 2.5 (Anti-Harassment); Port Townsend Police Department Policy Manual Section 318, (Training, prevention, investigation, and reporting of hate crimes)).
- G. City staff will continue to assist residents and visitors who believe they have been discriminated against in the sale, rental, or financing of land to be used for housing in reporting instances of violations of state and federal laws related to housing to the Washington Human Rights Commission, U.S. Department of Housing and Urban Development, or other appropriate agency. (Resolutions 94-111A and 08-044). When considering entering into or renewing interlocal or mutual aid agreements, City staff will request that the agreement contain language consistent with this Resolution.
- H. When appropriate, City staff will revise City documents and websites that refer to "citizens" to instead refer to "residents".

I. The City Manager will ensure City staff are trained on these policies.

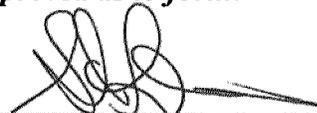
**ADOPTED** by the City Council of the City of Port Townsend at a special meeting thereof, held this 27th day of March, 2017.

  
Deborah S. Stinson  
Mayor

**Attest:**

  
Joanna Sanders, CMC  
City Clerk

**Approved as to form:**

  
Steven L. Gross  
City Attorney