

ANNUAL UPDATE AND ACCOMPLISHMENT REPORT For agencies under 100,000

City of Kenmore

(Name of Recipient)

July 12, 2011

(Report Submission Date)

May 31, 2009 – May 31, 2010

(Reporting Period)

Reference: WSDOT's Local Agency Guidelines Manual, Chapter 28

1. Report any changes in the organizational structure since the last reporting period.
(Example: New Title VI Coordinator, new planning or public works directors, etc).
 - Report should identify the changes in the racial/gender composition of those persons involved in the transportation decision making, including planning and advisory staff.
 - If no changes have been made, please indicate that accordingly.

New employees for this period include the following:

New Position: Bryan Hampson – Land Development and Permitting Director

New Position: Richard Sawyer – Surface Water Program Specialist

New Position: Teresa McAlister – Office Assistant – City Manager's Office

New Position: Phil Thordarson – Project Engineer

Replaced Position: Lauri Anderson – Senior Planner

Replaced Position: Mark Schwarzwalter – Building Inspector

Replaced Position: Samantha Woyak – Permit Specialist

The Title VI coordinator is Ron Loewen, City Engineer.

2. Using the most current data available (through Census or Washington State Office of Financial Management), describe the demographics within your jurisdiction.

City of Kenmore Demographics (2010 Census Data)

Total Population:	20,460
Male:	10,142
Female:	10,318
Median Age:	39.5
Race (Approximate Totals)	
White/Caucasian:	80%
Black/African American:	1.5%
Asian:	10.5%
Hispanic/Latino:	7%
Other:	1%
Total Households:	7,984
Ave. Household Size:	2.55
Total Housing Units:	8,569

- a. Describe any required Title VI activities and/or studies conducted that provided data relative to minority persons, neighborhoods, income levels, physical environment, and travel habits.

No Title VI activities or studies were conducted within this reporting period.

- b. How was the information utilized or Title VI provisions and needs applied in each study or activity?

Not Applicable.

3. List any Public outreach activities during the reporting period such as, public announcements and/or communications for meetings, hearings, project notices. Include the following:

There was a ribbon cutting ceremony for the SR 522 Phase II Project on July 30, 2009. The public was invited via flyers hand delivered to businesses, on the City of Kenmore website and on the SR 522 project website at KenmoreSR522.com.

SR 522 Phase I, Stage 3 reached substantial completion on February 20, 2009; the portion of work completed after these dates did not include any public announcements or communications.

SR 522 Phase I, Stage 1 reached substantial completion on April 12, 2010. Construction updates for the project were provided through the SR 522 project website.

- a. How were special language needs assessed? List the special language needs assessments conducted.

Special language needs were not assessed.

- b. What outreach efforts did you utilize to ensure that minority, women, low-income, and LEP population groups were provided equal opportunity to participate in those outreach activities. (Examples: provided materials in other languages, met with local social services agencies, advertised in a minority publication).

There were no outreach efforts.

Annual Update and Accomplishment Report
Population Under 100,000

- c. List the special language services provided – note the professional language service provided including the name of the service, date provided, number of persons served, and any other relevant information.

No special language services were provided.

- d. List any costs incurred for translations and interpreters for each activity.

There were no costs incurred.

4. List all the transportation related contracts (Federal and others) that were executed during the reporting period. (Please include construction, consultant agreements for planning, design, engineering, environmental, research, maintenance, etc.)

- Include dollar value of each

09-C774	<i>Eastside Trans. Partnership</i>	<i>Membership – Yearly</i>	<i>\$100.00</i>
09-C784	<i>Appraisal Group of the NW</i>	<i>SR 522 Ph. 1, Stg. 2 Appraisals</i>	<i>\$20,000.00</i>
09-C786	<i>Allen Brackett Shedd</i>	<i>SR 522 Ph. 1, Stg. 2 Appraisals</i>	<i>\$5,000.00</i>
09-C788	<i>H.W. Lochner</i>	<i>SR 522 Ph. 1, Stg. 2 Design</i>	<i>\$1,111,550.00</i>
09-C794	<i>Universal Field Services</i>	<i>SR 522 Ph. 1, Stg. 1 Easement Acq.</i>	<i>\$3,500.00</i>
09-C798	<i>Verizon</i>	<i>SR 522 Ph. 1, Stg. 2 Utility UG</i>	<i>Actual Costs</i>
09-C808	<i>King County Library District</i>	<i>Improvements to NE 181st Street</i>	<i>Actual Costs</i>
09-C800	<i>Bastyr University</i>	<i>Traffic Mitigation</i>	<i>\$141,000.00</i>
09-C823	<i>Universal Field Services</i>	<i>SR 522 Ph. 1, Stg. 1 Easement Acq.</i>	<i>\$5,000.00</i>
10-C871	<i>Nelson & Sons Const.</i>	<i>Mia Roma Restaurant Driveway Mod.</i>	<i>\$17,471.00</i>
10-C877	<i>Measurement Res. Corp.</i>	<i>Pavement Rating Services</i>	<i>\$25,000.00</i>
10-C878	<i>H.W. Lochner</i>	<i>NE 145th Street Signal Design</i>	<i>\$59,849.00</i>
10-C884	<i>H.W. Lochner</i>	<i>On-Call Trans. Advisory Services</i>	<i>On-Call</i>

- Other than advertising in your local legal publication, what outreach was made to DMWBE firms that a contracting opportunity existed within your agency?

No additional outreach was made.

- Identify the DMWBE contracts that were awarded and their dollar amount.

None.

- Is there a Title VI Non-Discrimination statement included in all contracts and public notices?

Yes.

- How did your organization ensure that minority, women, and disadvantaged firms were provided equal opportunity to participate in the contracting arena?

Included Title VI language in advertisement for services.

5. Summarize any transportation projects that identify potential impacts to minority and/or low-income Environmental Justice (EJ) populations (i.e., impacts such as displacements, increased noise, bisecting neighborhoods, et al). Note the following:

There were no projects with potential impacts.

- How impacts were minimized/mitigated.

Not applicable.

- Also include a statement, if applicable, on projects that specifically benefit community cohesion such as: adding sidewalks, improving access to properties that improve access for EJ populations.

The SR 522 Phase I, Stage 2 project will add sidewalks along State Route 522 between 61st Ave NE and 65th Ave NE. The project is currently seeking funding.

The completed SR 522 Phase II, Phase I, Stage 3 and Phase I, Stage 1 projects have added sidewalks, landscaping and improved business access along SR 522 as well as adding an underpass for the Burke Gilman Trail at 73rd Ave NE.

6. If Right of Way has been acquired for a transportation project, please describe:

- Identify the number of minority, low-income, elderly and disabled persons affected.

None.

- The efforts that were made to address Limited English Proficiency issues (including use and cost of translators, outreach efforts for each reported activity).

None were required.

- Describe any concerns raised by minorities and women regarding appraisals, negotiations, relocation assistance, and payments. What actions were taken to resolve those issues?

None were raised.

7. List and describe any Title VI related complaints, as a result of transportation activities and projects. Include:

There were no Title VI related complaints.

- What was the allegation or concern?

Not applicable.

- Procedures used

Not applicable.

- Action taken

Not applicable.

- Resolution

Not applicable.