

ANNUAL UPDATE AND ACCOMPLISHMENT REPORT

For agencies under 100,000

City of Kenmore

(Name of Recipient)

April 10, 2018

(Report Submission Date)

May 31, 2016 – May 31, 2017

(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.

Kris Overleese was the Public Works Director for the duration of this reporting period and continued to be the City's Title VI Coordinator.

New employees for this period include the following:

Name	Hire Date	Title
<i>Weston Mathis</i>	<i>6/13/16</i>	<i>Intern – Surface Water/PW Department</i>
<i>Calvin Bauman</i>	<i>6/13/16</i>	<i>Intern – Public Works Department</i>
<i>Thomas Mikkelson</i>	<i>6/13/16</i>	<i>Intern – Parks/PW Department</i>
<i>Janice Gates</i>	<i>6/15/16</i>	<i>Executive Assistant</i>
<i>Rachel Miwongtum</i>	<i>6/20/16</i>	<i>Intern – Surface Water/PW Department</i>

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<i>Bridgit Baker</i>	<i>6/29/16</i>	<i>Administrative Assistant</i>
<i>Janet Quinn</i>	<i>7/19/16</i>	<i>Office Assistant – City Manager’s Office</i>
<i>Jake Munro</i>	<i>8/1/16</i>	<i>Intern – Public Works Department</i>
<i>Nicole Walsh</i>	<i>8/8/16</i>	<i>Permit and Administrative Specialist – PW Dept</i>
<i>Melodi Yanik</i>	<i>9/6/16</i>	<i>Intern – Communications Assistant</i>
<i>Deborah Blessington</i>	<i>10/4/16</i>	<i>Code Enforcement Officer/ Building Inspector</i>
<i>Kelly Chelin</i>	<i>12/5/16</i>	<i>City Clerk</i>

- 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

***Washington State Office of Financial Management 2016 estimated population is 22,320 (Percent of Change from 4/1/10 – 4/1/16 is 9.2%)*

<i>Race (Approximate Totals)</i>	<u><i>US Census</i></u>	<u><i>Office of Financial Management</i></u>
<i>White/Caucasian:</i>	<i>80%</i>	<i>71.9%</i>
<i>Black/African American:</i>	<i>1.5%</i>	<i>1.8%</i>
<i>Asian:</i>	<i>10.5%</i>	<i>11.6%</i>
<i>Hispanic/Latino:</i>	<i>7%</i>	<i>9.8%</i>
<i>Mixed</i>	<i>N/A</i>	<i>3%</i>
<i>Other:</i>	<i>1%</i>	<i>1.9%</i>

Total Households: 7,984
Ave. Household Size: 2.55
Total Housing Units: 8,569

Languages Spoken at Home (by over 1% of the population)

Spanish 7.8%
Chinese 3.5%
Russian 2.2%
Tagalog 1.8%
Korean 1.2%
African 1.1%

Household Income
95th Percentile >\$250K

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80 th Percentile	\$147.6K
Median	\$82.3K
40 th Percentile	\$68.5K
20 th Percentile	\$33.3K

Education (25 year-olds and older)

Higher Degree	57%
High School Diploma	36.2%
No H.S. Diploma	6.8%

- 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:

Meetings:

- *A Transportation Benefit District Board Meeting was held on July 25, 2016. The TBD meeting scheduled for October 24, 2016 was canceled. TBD Meeting Agendas are posted on the City website, in the front lobby of City Hall, at the Kenmore Library and at the Kenmore Fire Station. They are also distributed via email distribution using GovDelivery (for those signed up for the service).*
- *City Council Meetings are held on the 2nd, 3rd and 4th Monday of each month at 7:00pm. City Council agendas are available to the public from the City Clerk's office the Friday prior to the Monday meeting and are posted on the iCompass File Pro website. Agendas are also posted at Kenmore City Hall, and Kenmore Library. Copies are available at the Council meeting. Agendas are also posted on the City website and distributed via email distribution using GovDelivery (for those signed up for the service). Meetings are advertised in the quarterly printed newsletter mailed to all residents.*
- *"Coffee with Council" Meetings are typically held twice a month on the 1st Monday at 7:30am and the 3rd Saturday at 8:00am. Citizens are encouraged to attend these informal sessions to ask questions, discuss issues and offer suggestions on any topic of interest. Notifications are posted on the City website, via email distribution using GovDelivery (for those signed up for the service) and in the City newsletter. Meetings are advertised in the quarterly printed newsletter mailed to all residents.*
- *Planning Commission Meetings are held twice a month on the 1st and 3rd Tuesday at 7:00pm unless otherwise posted. Agendas are posted on the City website, in the front lobby of City Hall, and at the Kenmore Library. They are also distributed via email distribution by GovDelivery (for those signed up for the service). Meetings are advertised in the quarterly printed newsletter mailed to all residents.*
- *Library Advisory Board Meetings were held bi-monthly on the 1st Tuesday of each odd numbered month at 7:00pm at the Kenmore Library. Notifications were posted on the City*

website, via email distribution (for those signed up for the service), E-News (for those signed up for the service), and in the quarterly City newsletter. At the May 2, 2017 meeting, the members voted to dissolve the Library Advisory Board. This decision was approved by City Council in June 2017.

- *Public Meetings are posted on the City website, via email distribution (for those signed up for the service) and in E-News (for those signed up for the service). Select meetings are also posted via Facebook and Twitter, listed in the City newsletter if timing allows, and/or have mailers sent to targeted groups and sometimes city-wide.*

Project Notices:

- *Kenmore News Releases (Email distribution via GovDelivery)
New Releases Included:*
 - *June 17, 2016 – Evening Magazine: Burke-Gilman brews up some fun in Kenmore*
 - *July 4, 2016 – City seeking committee members to prepare Pro, Con statements for Walkways and Waterways ballot measure*
 - *July 29, 2016 – 2016 Overlay Program focused on Simonds Road*
 - *August 16, 2016 – City to Host Walkways and Waterways Informational Open Houses During August.*
 - *August 22, 2016 – City to Host Walkways and Waterways Informational Open Houses During August.*
 - *August 25, 2016 – Assisted Listening Devices Now Available for Council Meetings*
 - *September 12, 2016 – City Statement Regarding Puget Sound Energy Power Outages.*
 - *September 15, 2016 – Public Open House on the City's Low Impact Development (LID) Codes and Standards Update.*
 - *September 16, 2016 – Traffic Alert Update: Overlay Project NE 170th St/Juanita Drive NE.*
 - *September 30, 2016 – City to Host Walkways and Waterways Informational Presentations in October.*
 - *October 3, 2016 – Single-Family Zoning Code Amendments.*
 - *October 7, 2016 – City to Host Walkways and Waterways Informational Open House & Presentation.*
 - *October 14, 2016 – Talk to Your Teen during National Teen Driver Safety Week.*
 - *October 24, 2016 – Burke-Gilman Trail Realignment Work Scheduled 10/24-10/28.*
 - *October 26, 2016 – Notice of Deadline to Submit Proposed 2017 Comprehensive Plan Zoning and Development Regulation Amendments.*
 - *November 2, 2016 – Energy Reliability Assessment Report Briefing and Open House.*
 - *November 2, 2016 – City Budget Preparation Underway.*
 - *November 10, 2016 – City of Kenmore Passes 1st Bond Measure in the City History.*
 - *December 1, 2016 – Puget Sound Energy to Brief Kenmore City Council on December 5.*
 - *December 2, 2016 – 2017-2018 Preliminary Biennial Budget is Underway.*
 - *December 29, 2016 – West Sammamish River Bridge Replacement Public Meeting.*
 - *January 5, 2017 – NE 181st St Sidewalks Are Now Open!*
 - *January 19, 2017 – West Sammamish River Bridge Replacement Open House January 26.*
 - *January 27, 2017 – 2016 Kenmore Year in Review.*
 - *February 7, 2017 – New Curbing Along Street Centerlines in Downtown Kenmore.*
 - *February 17, 2017 – Night Work on SR 522 starting February 20.*
 - *March 20, 2017 – Transportation Improvements Coming to Simonds Road.*
 - *March 20, 2017 – Tips to Help All Road Users Spring Forward with Care.*
 - *March 29, 2017 – Tolt Pipeline Trail Improvement Construction to Begin March 29.*
 - *April 6, 2017 – Walkways and Waterways Improvements Begin with Soil and Pavement Sampling on Juanita Drive April 6 and 7.*

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- *April 10, 2017 – Traffic Safety Update: Neighborhood Transportation Plan Program Progress Update, 84th Ave NE/Simonds Rd Pedestrian Safety Improvements, 75th Ave NE and 67th Ave NE Traffic Calming Chicanes, Proposed Traffic Circles on 62nd Ave NE and 66th Ave NE.*
- *April 25, 2017 – City of Kenmore Awarded Walk Friendly Communities Designation.*
- *May 1, 2017 – Kenmore Becomes the Second “Let’s Move!” Cities, Towns and Counties All-Star Community.*
- *May 1, 2017 – Celebrate Bike Month this May!*
- *May 10, 2017 – Project Alert: Modifications to Safety Improvements on 84th Ave NE & Simonds Rd.*
- *May 12, 2017 – Juanita Drive Soil and Pavement Sampling Activity Resumes May 15.*
- *May 15, 2017 – Inviting You to Celebrate Bike Month!*
- *May 16, 2017 – City Receives Statewide “Complete Streets” Award.*
- *May 17, 2017 – Bike Everywhere Day is this Friday! Come Celebrate with Us.*
- *May 30, 2017 – Parking Changes Coming to Log Boom Park.*
- *Kenmore E-Newsletters*
 - *May 2016*
 - *There’s A New Deputy in Town: Deputy Deppa will be working part time on a motorcycle, solely dedicated to the enforcement of all traffic laws.*
 - *Sidewalk Improvements Coming to NE 181st Street: Construction has started on the sidewalk along the south side of NE 181st Street between 68th and 73rd Avenues NE. The project will improve safety and accessibility.*
 - *Your SR 522 Bimonthly Update: Project is on track to be completed this fall. 61st Ave has reopened to walking, biking and driving. New traffic signal has been activated.*
 - *June 2016*
 - *Drive, Walk and Bike Safely: People are heading outdoors. Use extra caution and look out for pedestrians and bicyclists.*
 - *City Council May Consider Bond Measure for “Walkways & Waterways” Projects: At the June 13 Council meeting, Council will consider the adoption of a Bond Election Ordinance that would place a measure on the November 8 ballot requiring 60% voter approval.*
 - *68th Ave NE Restripe: The new layout modified turn pockets and added a left-only lane and on-street parking.*
 - *July 2016*
 - *Walkways & Waterways: The five projects included in the bond measure reflect the results of the public input gathered through an extensive community input process known as “Imagine Kenmore”.*
 - *Unanimous Vote – Kenmore City Council Supports Sound Transit 3 Ballot Measure: all seven Councilmembers approved support of the ST3 package.*
 - *August 2016*
 - *City to Host Walkways and Waterways Informational Open Houses During August: Public can learn about projects included on proposed bond measure for the November 2016 ballot.*
 - *September 2016*
 - *No E-Newsletter publication*
 - *October 2016*
 - *City to Host Walkways and Waterways Informational Presentations: Public can attend two informational presentations to learn about projects included on proposed bond measure.*
 - *November 2016*
 - *On the Ballot – Sound Transit 3 Proposition Titled “Prop No. 1”: Ballot measure would expand light-rail, commuter-rail and bus rapid transit service to connect population and growth centers.*

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- *On the Ballot – City of Kenmore Walkways and Waterways “Prop No. 1”:* After an extensive community input process over nine months, the City Council voted to place a bond measure on the ballot.
- *Learn More About the City’s Major Projects:* Link to City website section for major projects.
- *This Fall...Be Seen. Be Safe:* Less daylight hours and inclement weather can create hazardous conditions. Travel safely in Kenmore.
- *December 2016*
 - *No transportation related content.*
- *January 2017*
 - *City of Kenmore Earns AAA Bond Rating:* This is the highest rating from S&P Global Ratings for Walkways and Waterways Improvements.
 - *West Sammamish Bridge Replacement Project Public Meeting January 26:* Open House to see what the city is planning and share input.
- *February 2017*
 - *West Sammamish Bridge Replacement Open House Overview:* 40 participants attended the open house which included display boards and a presentation highlighting history, proposed design, anticipated phasing, schedule and impacts.
 - *Crosswalk Updates:* A number of crosswalks have been striped and four additional RRFB crosswalks have been completed.
- *March 2017*
 - *Target Zero Outreach at Kenmore Park & Ride March 13:* Encouraging commuter safety, increasing awareness and encouraging safe behavior while walking, biking and driving.
 - *City of Kenmore Receives Complete Streets Award:* City was recently awarded \$500,000 by the Washington State Transportation Improvement Board. The funds will be used for the City match on the NE 202nd Street Sidewalks grant-funded project.
 - *Downtown Kenmore Updates:* Curbing installations have been made on 61st, 68th and 73rd Avenues NE between SR 522 and NE 181st St. The curbing prevents left turns into and out of the driveways facing these roadways, which increases safety.
- *April 2017*
 - *No transportation related content.*
- *May 2017*
 - *Kenmore Awarded Walk Friendly Communities Designation:* City has been recognized as a Bronze level community by Walk Friendly Communities (WFC) for its commitment to improving the pedestrian environment, focusing on policies that impact the entire transportation network as well as targeted neighborhood improvements to improve safety.
- *Kenmore Newsletter (Distribution citywide via hand-delivery to each residence)*
Newsletter articles included:
 - *Spring 2016*
 - *A Real Downtown for Kenmore? Come and See:* Private developments will represent more than \$75 million in new investment in the heart of downtown. City’s town green and community building continue to take shape.
 - *Major Milestones Accomplished on SR 522 Improvement Project:* Project on track to be completed this fall. 61st Ave NE has reopened, new traffic signals installed, restriping and removal of overhead utility lines are completed as well. Next phase will include south side driveway and center median work.
 - *Sidewalk Under Construction along NE 181st Street:* Sidewalk will include several benefits to the community including improved safety and accessibility, lighting, improved appearance and water main upgrades. Work is anticipated to last through the summer.
 - *Imagine Kenmore: Thank you to residents who provided input on potential transportation and park projects.* City Council has input the information into a

proposed list of projects known as “Walkways and Waterways”. Projects include: new sidewalks and bike lanes on Juanita Drive and 68th Ave NE, beach improvements at Log Boom Park, boardwalk trail at Rhododendron Park, waterfront access improvements at Squire’s Landing Park.

- *Celebrate Bike Everywhere Month in May: Month long celebration includes Bike Everywhere Challenge/Day, community events and free classes.*
 - *Neighborhood Projects Underway as a Result of Community Meetings: The Neighborhood Transportation Plan Program gathers citizens to discuss concerns, priorities and solutions on residential public roads. Group A and B neighborhoods have completed their meetings and projects will be implemented in the spring and summer.*
- *Summer 2016*
- *City Council Places “Walkways and Waterways” Bond Measure on November Ballot: Kenmore voters will consider whether to fund pedestrian and bicycle safety projects and public waterfront access improvements. A \$19.75 million bond measure will be placed on the November 8, 2016 ballot.*
 - *Kenmore Wins 2016 Governor’s Smart Communities Award: Kenmore, in partnership with MainStreet Property Group, received the award for the Kenmore Village mixed-use development project. The program recognizes outstanding efforts to create quality communities through excellence in growth planning.*
 - *Kenmore’s Financial Picture: The City is in good financial health with no debt, clean audits, a rainy-day fund, maintained steady cash balances and not taxing citizens to the limits allowed by State law.*
 - *SR 522 West A Project Area is Now Paved: Final paving is complete and remaining work includes paint striping, manhole adjustments, additional planting, wall painting, and miscellaneous punch list repairs.*
 - *NE 181st Street South Sidewalk Improvements Taking Shape: Construction is progressing and utility underground work is complete. The project is scheduled for completion in August 2016. Continuous new sidewalks on the north side are also planned and anticipated to start this year.*
 - *Travel Outdoors Safely this Summer: Tips for drivers, pedestrians and bicyclists as more people begin actively enjoying the outdoors.*
 - *New Bike Lanes Coming to Simonds Road: The City’s annual asphalt overlay program will repave Simonds Rd this summer. In addition, the roadway will be rechannelized to add bike lanes.*
- *Winter 2017*
- *City Earns AAA Bond Rating: City recently received the highest rating from S&P Global Ratings on its upcoming Unlimited Tax General Obligation bonds, 2016.*
 - *Kenmore Voter Pass 1st Bond Measure in City History: Nearly 20 million in pedestrian and bicycle safety and waterfront park improvements approved.*
 - *Walkways & Waterways Improvements - Projects: The five projects included in the bond measure reflect the results of the public input gathered through an extensive community input process known as “Imagine Kenmore”. Kenmore residents confirmed that safe routes for pedestrians and cyclists and connecting residents with the City’s public open space and waterfront are top priorities.*
 - *City of Kenmore – A Look Back at 2016: Over 60 projects were completed as part of the Neighborhood Transportation Planning program to review and address the transportation needs and concerns in the neighborhoods throughout the city. 64.09% of Kenmore voters approved the Walkways and Waterways bond measure. 1.29 miles of new sidewalks were constructed along NE 181st Street and other areas. SR 522 West A enhancements were completed in September 2016. Kenmore hired its first motorcycle officer to support Target Zero efforts.*

- *Neighborhood Transportation Plans Enhance Mobility and Safety: 15 neighborhoods, 42 meetings, 80 projects identified. The 2015-2016 budget allocated \$350,000 for design and construction. Over the past year, the city has implemented over 60 small projects.*
- *Burke-Gilman Trail Crossings Go Green: Crosswalks at 61st and 65th Avenues were painted green to improve visibility of the trail crossings. LED flashing stop signs were also installed at 61st.*
- *Log Boom Park Pedestrian Bridge to Open This Winter: The new bridge will link Log Boom Park to the public piers at Harbour Village Marina.*
- *Winter Months Bring Snow and Ice: Kenmore and Lake Forest Park share seven trucks for treating snow and ice conditions. Tips on driving and home safety during snow and ice events.*
- *New Bridge Coming to 68th Ave NE: Open House planned for West Sammamish River Bridge Replacement Project. The new bridge and approaches will likely begin construction in 2019.*
- *Spring 2017*
 - *Kenmore Continues on Upward Trajectory: More than \$40 million of transportation and parks grants have been acquired since 2013. Over 17,500 feet of new sidewalks and more than 15,500 feet of new bike lanes have been installed since 2014. 84 neighborhood traffic safety improvements were installed in the last year. New safety and aesthetic improvements were completed on the West A segment of SR 522. Voters approved Walkways and Waterways bond measure.*
 - *Kenmore Awarded Bronze-level Walk Friendly Community Designation: The award recognized the city's commitment to prioritize pedestrians and create safe, comfortable and inviting places to walk.*
 - *Upcoming Construction Projects: 62nd Ave NE Sidewalk Project anticipated to begin in June and complete in the fall. NE 202nd Safe Routes to Schools Project anticipated to begin in June and complete in the fall.*
 - *Tolt Trail Reopened with Improved Accessibility: Project included the paving of a 10-foot wide asphalt trail which improved accessibility for pedestrians and bicyclists.*
 - *Kenmore Receives Complete Streets Award: City awarded the maximum program grant award of \$500,000. Funds will be used for the required City match on the NE 202nd Street sidewalks grant funded project.*
 - *Walkways and Waterways Improvements Underway: Rhododendron Park – contract in place to finalize design and prepare building permit documents. Log Boom and Squire's Landing – design is underway and plans will be presented at a public meeting later this year. Juanita Dr NE/68th Ave NE – contract in place with engineering firm to design the improvements; design is underway.*
 - *Celebrate Bike Month this May: In May, Washingtonians will experience the joys of bicycling through educational programs, races, commuting events, trail work days and charity events.*
- a. How were special language needs assessed? List the special language needs assessments conducted.

Special language needs were assessed by select project managers who had personal knowledge of the languages spoken within the project area. This knowledge was gathered first hand while making site visits and speaking with residents within the area.

City Council Agendas include the following statement: "If you have any questions or to confirm agenda items prior to the meeting, or if you require special accommodations, please call the City Clerk at 425-398-8900."

The City Council page on the City of Kenmore Website also includes the following statement: "The City now has assisted listening devices available for use during Council meetings. A necklace-style device is available for those who wear hearing aids. An ear bud (in-ear) style, or an over-the-ear style, are available for those without hearing aids. Please contact the City Clerk as far in advance of the meeting as possible, preferably no later than the morning of the meeting."

- 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).

Translation and interpretation services were utilized as outlined in Section C below.

- 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.

The City contracts with LanguageLine Solutions to offer interpretation and translation services if, and when needed. The following services were used within this reporting period:

LanguageLine (Over the Phone Interpretation) – January 18, 2017 \$2.47 – 1 person served: A Spanish speaking person called in to City Hall needing to speak to the Police. The receptionist was unable to understand what he was saying and used the LanguageLine service for an over the phone interpretation and was successful in getting the caller the information he needed.

LanguageLine (Document Translation) – February 28, 2017 \$128.81 – 75 people served: A community meeting was held for residents of a mobile home park. The informational flyer was translated to Spanish and distributed to the residents to inform them of the meeting.

LanguageLine (Document Translation) – February 28, 2017 \$151.39 – 75 people served: This was for the same community meeting as the document above. This was a sign-in sheet for the meeting and an inspection sign-up list which were translated to Spanish and used at the meeting.

LanguageLine (Document Translation) – May 31, 2017 \$99.00 – (Unknown Number of People Served, 7.8% of the Population Speaks Spanish): Translation of Resolution No. 17-292 from English to Spanish. This resolution reaffirmed the City of Kenmore as a safe, inclusive and welcoming City for all people. The resolution was posted on the City website in English and Spanish.

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

LanguageLine (Over the Phone Interpretation) – January 18, 2017 \$2.47

LanguageLine (Document Translation) – February 28, 2017 \$128.81

LanguageLine (Document Translation) – February 28, 2017 \$151.39

LanguageLine (Document Translation) – May 31, 2017 \$99.00

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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

Contract	Date Executed	Consultant	Description	Amount
16-C1585	8/25/16	Trinity Contractors	NE 181 st St Sidewalk North – Construction Contract	\$329,943.00
16-C1588	6/23/16	HW Lochner	Settlement Agreement & Release of Claims for Consulting Services on SR522 & 61 st Ave	Lochner to Pay Kenmore \$450,000.00
16-C1604	1/30/17	Seattle Public Utilities	Interlocal Agreement for Trail Development on part of the Tolt Pipeline Right of Way	Kenmore to reimburse SPU for all applicable reimbursements, costs and expenses
16-C1625	2/28/17	HDR Engineering	Juanita Drive Pedestrian and Bicycle Design, Permitting and Right of Way Services	\$1,485,384.51
16-C1627	12/29/16	Lakepointe Group	Lakepointe Site Development Plan (CDSP) and Transportation Mitigation Agreement (TMA)	Reimbursement to City for Project Manager (up to \$150,000 for 2017 and \$250,000 for 2018 & 2019)
16-C1628	12/5/16	D.A. Davidson	Tax Bond Purchase Agreement for Walkways and Waterways	Aggregate purchase price of \$9,813,768.55
17-C1635	5/1/17	Kamins Construction, Inc.	62 nd Ave NE Corridor Project – Construction Bid	\$691,016.87
17-C1636	5/1/17	Welwest Construction, Inc.	NE 202 nd St Safe Routes to School – Construction Bid	\$973,944.00
17-C1637	2/13/17	Clark & Sons Excavating, Inc.	Dual Faced Curb Installation on 68 th Ave NE & 73 rd Ave NE	\$18,610.00
17-C1638	2/3/17	Stanley Patrick Striping, Co.	Residential Traffic Calming and Intersection Improvements (Chicanes)	\$23,244.00
17-C1653	5/16/17	Engineering Remediation Resources Group (EERG)	NE 192 nd St Culvert Replacement Construction Contract	\$788,970.60
Contract	Date Executed	Consultant	Description	Amount
17-C1654	3/22/17	Iron Creek Construction, LLC	Pavement Widening on Arrowhead Dr & Speed Cushion on 82 nd Ave NE	\$48,765.00
17-C1660	2/13/17	Transportation Improvement Board	Complete Streets Program Grant Agreement	\$500,000.00 grant awarded to Kenmore by TIB

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17-C1686	5/17/17	Krazan & Associates	Material Testing for NE 202 nd St Safe Routes to Schools Project	\$6,615.00
17-C1687	5/17/17	Krazan & Associates	Material Testing for 62 nd Ave NE Corridor Improvement Project	\$8,295.00
17-C1688	5/5/17	Perteet, Inc.	Construction Management for 62 nd Corridor and 202 nd Safe Routes Projects	\$194,432.00
17-C1690	5/5/17	HDR Engineering	SR 522 & 61 st Ave NE (West B) Value Engineering Services	\$27,761.34

- 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 to DMWBE within this reporting period.

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

The "Directory of Certified Firms" search tool on the website for the Washington State Office of Minority & Women's Business Enterprises was used for each contractor listed in the contract table above.

Per the website, none of the firms listed in the table above are certified by the OMWBE.

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

A Title VI Non-Discrimination statement is included in all City contracts but not in all public notices.

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

Equal opportunity was provided by including Title VI language in advertisements for services and by selecting consultants/contractors strictly based on cost, experience, references, etc.

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 that identified negative impacts to minority and/or low-income populations within this reporting period.

- 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.

- *Project T-6 – SR 522 West A – 61st Ave NE to 65th Ave NE (Construction completed September 2016): This project increased safety, improved transit reliability and eased congestion. Improvements included new traffic signals, street lighting, sidewalks, widening of Business Access and Transit lanes, new landscaping and medians to improve access management, undergrounding utilities and more.*
- *Project T-8 – SR 522 West B – 57th Ave NE to 61st Ave NE (Design to resume in 2019): This project will complete the last segment of the SR 522 Project. In 2010, design was shelved at 60% completion but will resume in 2019. Components of the project include widened Business Access and Transit (BAT) and vehicle travel lanes, additional eastbound-northbound left turn lane at 61st Ave NE/SR 522 intersection, eastbound-westbound u-turn capability at intersection, street illumination, access management, retaining walls, center median, sidewalks, drainage improvements, landscaping, and utility undergrounding.*
- *Project 0089 – NE 192nd St Culvert Replacement (Construction completed Fall 2017): The project replaced an existing culvert with a new, higher capacity fish-passable box culvert. The road elevation was raised slightly, utilities relocated and riparian plantings restored. The purpose of the project was to eliminate flooding, remove fish barrier and reduce erosion.*
- *Project 0184 – West Sammamish River Bridge (Construction estimated to begin spring 2019): The project will replace the existing southbound bridge which was constructed in the 1930s and nears the end of its life. The City has increased monitoring of the structure, completed a scour analysis, geotechnical review, and load limit study. The bridge is currently load restricted until replacement occurs. Components include new approaches and enhanced pedestrian and bicycle facilities. The total project cost is estimated at approximately \$31 million.*
- *Project 0188 – Log Boom Park Pedestrian Bridge (Construction completed January 2017): The prior pedestrian bridge linking Log Boom Park and the adjacent marina was destroyed in the December 3, 2007 storm. This project replaced the bridge which crosses from Log Boom Park over Tributary 0056 to Harbour Village Marina. The public once again has access to the marina's boardwalk, breakwater and pier for the purpose of fishing, walking and viewing the water.*
- *Project 0189 – NE 181st Street South Side Sidewalks (Construction completed May 2017): This project designed and constructed approximately 700 linear feet of sidewalk on the south side of NE 181st St between 68th Ave NE and 73rd Ave NE. The new sidewalk completed a primary pedestrian route and connected surrounding residents to the downtown commercial area and nearby transit as well as the park & ride one block to the east. The project area included a 57-unit senior housing project and low-income housing tract.*
- *Project 0192 – NE 181st Street North Side Sidewalks (Construction completed early 2017): This project designed and constructed an ADA compliant sidewalk along the north side of the roadway on NE 181st St between 68th Ave NE and 73rd Ave NE, providing a continuous pedestrian facility. Improvements also included illumination to make walking safer all hours of the day. The new sidewalk completed a primary pedestrian route and connected surrounding residents to the downtown commercial area and nearby transit as well as the park & ride one block to the east. The project area included a 57-unit senior housing project and low-income housing tract.*
- *Project 0196 – 62nd Ave NE Corridor Improvements (Construction completed December 2017): This project enhanced mobility and safety by installing a sidewalk on one side of*

the street with ADA ramps and three traffic circles on 62nd Ave NE from SR 522 (NE Bothell Way) to NE 187th St. The sidewalk will enhance pedestrian safety after a pedestrian fatality on this road in 2013. The traffic circles will help to bring vehicle speeds down. This roadway provides a direct connection between several residential neighborhoods to churches, park & ride and retail centers.

- *Project 0198 – Lower Swamp Creek Bridge (Pre-Design Phase – Study completed December 2016): The bridge over Swamp Creek at NE 175th St is aged and the City recommends evaluation of the structure for rehabilitation vs. replacement. The structure is adjacent to the Burke Gilman Trail and is currently wide enough for two-way vehicle traffic with no separate pedestrian or bicycle facilities. The bridge rating is under 50.*
- *Project 0199 – NE 202nd St Safe Routes to School (Construction completed December 2017): This project included construction of a sidewalk and a bike lane along the south side of NE 202nd Street as well as a sidewalk along both sides of 66th Ave NE extending from NE 202nd St to Kenmore Middle School. The improvements helped Kenmore take another step towards completing this key pedestrian corridor linking the central business district, neighborhoods, and Kenmore Junior High School.*
- *Project 0214 – NE 181st St Sidewalks – 65th Ave NE to 67th Ave NE (Construction anticipated to begin in 2019): This project provides roughly 500 feet of continuous 8-foot-wide sidewalk. Lighting and landscaping amenities will be similar to the recently completed NE 181st Sidewalk Projects between 68th and 73rd except that undergrounding of utility lines is not included. Other components include new ADA ramps and additional on-street parking.*
- *Project 0215 – Dual Faced Curbs (Installation completed February 2017): Curbing was installed on the centerline of 68th Ave NE and 73rd Ave NE between SR 522 and NE 181st St. The curbing will prevent left turns into or out of the driveways facing these two roadways. Left turns crossed multiple lanes of traffic and were a safety concern.*
- *Project 0216 – Residential Traffic Calming and Intersection Improvements (Installation completed March 2017):*
 - *84th Ave NE and Simonds Rd Intersection - The intersection was reconfigured to improve safety. The project increased visibility for drivers turning onto Simonds Road and increased pedestrian safety by shortening lane crossing distance. Much of the existing pavement was striped as a shoulder and blocked by concrete planters. Unfortunately, due to numerous complaints, this improvement was removed shortly after being installed.*
 - *75th Ave NE/67th Ave NE Traffic Calming – Non-permanent traffic calming chicanes were installed as part of the City's Neighborhood Transportation Plan Program. Post installation, the chicanes were evaluated and citizen input was requested resulting in the removal of the chicanes and installation of speed bumps instead.*
- *Project 0218 – NE 153rd St Safe Routes to School (Design/Permitting 2017-2018, Construction 2019): The project will provide a safe, comfortable pedestrian facility for access to Arrowhead Elementary School on NE 153rd Pl between Juanita Drive and NE 155th St. Design includes curb & gutter, sidewalk, planter strips, curb ramps, asphalt patching, driveways, storm drainage, utility relocation and retaining walls.*
- *Project 0219 – Arrowhead Drive and 82nd Ave Improvements (Construction completed April 2017):*
 - *Arrowhead – Pavement was added to the shoulder of Arrowhead Drive at the curve north of NE 154th St and traffic lanes were shifted to the east. This created*

- additional space and visibility for pedestrians on the west shoulder and connected the striped walkway on Arrowhead Drive west of this location and the curb protected walkway south of this location. Lighting was also upgraded to LED in this location. The re-striping created a tighter overall turning radius, calming the speed at which vehicles can comfortably make the turn.*
- *82nd Ave NE – A speed cushion was installed near the intersection of NE 187th Way. Along with two previously installed speed bumps already on this road, the third bump provided speed calming for the full length of the road between NE 190th St and 83rd PI NE.*
 - *Project 0222 – Residential Mini Roundabouts (Construction completed mid-2017): The project will install mini-roundabouts along 62nd Ave NE at the intersections of NE 196th and 197th Streets. The roundabouts are being installed in response to concerns raised through the Neighborhood Transportation Plan Program regarding vehicle yielding and speeds. The project will not include changes to the edge of pavement or right-of-way acquisition.*
 - *Walkways and Waterways Improvements (\$19.75 million bond measure includes the following five projects):*
 - *Project 0212 – Juanita Drive Pedestrian and Bicycle Improvements (Design, Permitting and Grant Applications began in 2017): This safety project consists of new sidewalk and landscaped amenity zone, buffered bicycle lanes, bus stop improvements, road widening, retaining walls, road reconstruction, stormwater infrastructure, improved street lighting and traffic signal modifications.*
 - *Project 0213 – 68th Ave Pedestrian and Bicycle Improvements (Design, Permitting and Grant Applications began in 2017): This project consists of new sidewalk with retaining walls, buffered bicycle lanes, stormwater infrastructure and utility relocation.*
 - *Rhododendron Park Waterfront and Natural Open Space Access Project (Construction to be completed late 2017/early 2018): This project will improve public access to the Sammamish River through new trails and environmental enhancements. A new hand-powered watercraft boarding float will be added on the river.*
 - *Log Boom Park Waterfront Access and Viewing (Planning and Design began in 2017): This project will improve public access to Lake Washington including beach expansion, new trails and viewpoints, picnic areas, waterfront pavilion, environmental enhancements, and access for hand-powered watercraft.*
 - *Squire's Landing Park Waterfront and Natural Open Space Access (Planning and Design began in 2017): This eleven-acre project will improve public water access to the Sammamish River. Improvements will include new elevated walkways, trails and viewpoints, as well as natural open space and other environmental enhancements. The project will also add parking and a restroom as well as new boating facilities including docks, ramps, and staging areas for hand-powered watercraft.*
 - *2016 Annual Overlay Program (Construction completed September 2016): This project included an asphalt overlay of NE 170th St/Simonds Rd NE between 68th Ave NE and NE 163rd PI. Other project elements included upgrading ADA ramps, restriping of the roadway to include bike lanes and elimination of on-street parking between 72nd Ave NE and NE 157th St.*
 - *Tolt Trail Project Phase I (Construction completed May 2017): This project improved the existing gravel foot trail within the Seattle owned right-of-way for the Tolt pipelines, in the 18500 block between 68th Ave NE and 73rd Ave NE. The work included installation of storm drains, raising the elevation of the trail, and paving a 10' asphalt trail with 2' gravel*

shoulders. The project improved year-round accessibility for trail users and provided a key connection between neighborhoods and downtown.

- *Town Square & Hangar (Construction completed May 2017): This city owned building and outdoor space was created to mold signature downtown public spaces where Kenmore residents, visitors and business people can gather, interact, meet daily needs and have an authentic local sense of place. The Hangar building is also home to Diva Espresso. Two areas within the building are open for no-cost reservations by the public.*
- *Moorlands Park Renovation (Construction beginning June 2017): The project will construct park improvements, including ballfield renovation, new restroom, new picnic shelter, perimeter path and play area upgrades. The park is extensively used by Moorlands Elementary students at recess.*
- *Squire's Landing Float Replacement Project (Construction to be completed December 2017): This residential property was purchased by the city in 2014 and included an old floating dock with a makeshift ramp. This project will replace the float and pave the gravel access path and accessible parking stall.*
- *Twin Springs Park (Potential park opening in 2018): The 25-acre Twin Springs Park site was acquired by the City of Kenmore in 2016 from King County to be used for a public park and open space site. The site on 80th Ave NE between NE 192nd St and NE 195th ST was one of five primary portal sites for the Brightwater Regional Wastewater Treatment Project, which was completed in 2015. Surplus property not needed for the portal project will become a neighborhood park. Improvements for an interim basis (1-5 years), may begin in 2018.*
- *Lakepointe Development (Proposed project): This project is a proposal for a mixed-use development which will be built in phases on approximately 45 acres on Lake Washington where Sammamish River enters the lake. Lakepointe is intended to integrate different land uses and activities in a complementary manner to minimize the conflicts and integrate the usage among residents, shoppers, vehicles, pedestrians and cyclists. The development will provide almost a mile of Lake Washington and Sammamish River channel shoreline public access.*
- *Lodge at Saint Edward (Proposed project): Daniels Real Estate (applicant) proposes to rehabilitate the Saint Edward Seminary building at Saint Edward State Park into a lodge-type hotel. The interior would be rehabilitated to accommodate approximately 80-100 guest rooms, meeting rooms, wellness spa, and a restaurant and café. The rehabilitation cost of the nearly 90 year-old building is estimated between \$45,000,000 and \$50,000,000.*

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

- *Project T-6 – SR 522 West A – 61st Ave NE to 65th Ave NE (Construction completed September 2016): Right of Way acquisition was completed within the previous reporting period.*
- *Project T-8 – SR 522 West B – 57th Ave NE to 61st Ave NE (Design to resume in 2019): Right of Way acquisition will be required but has not yet started.*

- *Project 0089 – NE 192nd St Culvert Replacement (Construction completed Fall 2017): No Right of Way acquisition was required for this project.*
- *Project 0184 – West Sammamish River Bridge (Construction estimated to begin spring 2019): Right of Way acquisition will be required but has not yet started.*
- *Project 0188 – Log Boom Park Pedestrian Bridge (Construction completed January 2017): No Right of Way acquisition was required for this project.*
- *Project 0189 – NE 181st Street South Side Sidewalks (Construction completed May 2017): No Right of Way acquisition was required for this project.*
- *Project 0192 – NE 181st Street North Side Sidewalks (Construction completed early 2017): Right of way acquisitions were required for this project. Acquisitions did not involve elderly, disabled, minority or low-income families. There were no language barriers and no Title VI complaints.*
- *Project 0196 – 62nd Ave NE Corridor Improvements (Construction completed October 2017): No Right of Way acquisition was required for this project.*
- *Project 0198 – Lower Swamp Creek Bridge (Pre-Design Phase): Project is in Pre-Design phase and no environmental analysis has started yet. Right of Way acquisition may be required.*
- *Project 0199 – NE 202nd St Safe Routes to School (Construction completed December 2017): Right of way acquisitions were required for this project. Acquisitions did not involve elderly, disabled, minority or low-income families. There were no language barriers and no Title VI complaints.*
- *Project 0214 – NE 181st St Sidewalks – 65th Ave NE to 67th Ave NE (Construction anticipated to begin in 2018): Project is in Design phase and Right of Way acquisition may be required.*
- *Project 0215 – Dual Faced Curbs (Installation completed February 2017): No Right of Way acquisition was required for this project.*
- *Project 0216 – Residential Traffic Calming and Intersection Improvements (Installation completed March 2017): No Right of Way acquisition was required for this project.*
- *Project 0218 – NE 153rd St Safe Routes to School (Design/Permitting 2017-2018, Construction 2019): Project is in Design phase and Right of Way acquisition may be required.*
- *Project 0219 – Arrowhead Drive and 82nd Ave Improvements (Construction completed April 2017): No Right of Way acquisition was required for this project.*
- *Project 0222 – Residential Mini Roundabouts (Construction completed mid-2017): No Right of Way acquisition was required for this project.*
- *Walkways and Waterways Improvements (\$19.75 million bond measure includes the following five projects):*
 - *Project 0212 – Juanita Drive Pedestrian and Bicycle Improvements (Design, Permitting and Grant Applications began in 2017): Project is in the Design phase and Right of Way acquisition will be required but has not started yet.*

- *Project 0213 – 68th Ave Pedestrian and Bicycle Improvements (Design, Permitting and Grant Applications began in 2017): Project is in the Design phase and Right of Way acquisition will likely not be required.*
- *Rhododendron Park Waterfront and Natural Open Space Access Project (Construction to be completed late 2017/early 2018): No Right of Way acquisition will be required for this project.*
- *Log Boom Park Waterfront Access and Viewing (Planning and Design began in 2017): No Right of Way acquisition will be required for this project.*
- *Squire’s Landing Park Waterfront and Natural Open Space Access (Planning and Design began in 2017): No Right of Way acquisition will be required for this project.*
- *Tolt Trail Project Phase I (Construction completed May 2017): No Right of Way acquisition was required for this project (this land is owned by the City of Seattle agreed to the project being built).*

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

Minority:

- *None Identified*

Low-Income:

- *None Identified*

Elderly:

- *None Identified*

Disabled:

- *None Identified*

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

There were no outreach efforts necessary to address Limited English Proficiency issues.

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

There were no concerns raised by minorities or women regarding these issues.

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

The City of Kenmore did not receive any Title VI complaints within the reporting period.

- What was the allegation or concern?

Not applicable.

- Procedures used

Not applicable.

- Action taken

Not applicable.

Annual Update and Accomplishment Report
Population Under 100,000

- Resolution

Not applicable.

GOALS:

City of Kenmore Title VI goals for next reporting period:

- *Designate a new Title VI Coordinator for the city as Kris Overleese has accepted a new position elsewhere.*
- *Add Title VI page to City of Kenmore website which will include Title VI overview and information, agreement, annual reports and approvals, and complaint procedures.*
- *Begin translating vital project documents for languages composing over 5% of the total population of the city.*