

ANNUAL UPDATE AND ACCOMPLISHMENT REPORT

For agencies under 100,000

City of Kenmore

(Name of Recipient)

August 6, 2019

(Report Submission Date)

May 31, 2017 – May 31, 2019

(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 as well as the City's Title VI Coordinator until August 31, 2017 when she left the City of Kenmore to take on a new position. The Title VI Coordinator designation is in the process of being assigned to City Engineer, John Vicente.

New employees for this period include the following:

Name	Hire Date	Title
<i>Maureen Colaizzi</i>	<i>5/15/17</i>	<i>Parks Project Manager</i>
<i>Andrew Bakker</i>	<i>6/23/17</i>	<i>Intern – Surface Water/PW Department</i>
<i>Ashley Adelman</i>	<i>6/26/17</i>	<i>Intern – Surface Water/PW Department</i>
<i>Wilson Turk</i>	<i>7/5/17</i>	<i>Intern – Public Works Department</i>

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<i>Leo Moen</i>	<i>7/10/17</i>	<i>Intern – Public Works Department</i>
<i>Etta Moen</i>	<i>7/17/17</i>	<i>Intern – Public Works Department</i>
<i>William Garza</i>	<i>7/24/17</i>	<i>Building Maintenance Technician</i>
<i>Clayton Lam</i>	<i>9/25/17</i>	<i>Intern – Public Works Department</i>
<i>James Garrity</i>	<i>9/25/17</i>	<i>Part Time Building Maintenance Technician</i>
<i>Katherine Edgerley</i>	<i>11/27/17</i>	<i>Intern – Community Development Department</i>
<i>Terri Bielenberg</i>	<i>3/19/18</i>	<i>Civil Engineer</i>
<i>Rebecca Range</i>	<i>4/16/18</i>	<i>Communications Specialist</i>
<i>Jackson Urquhart</i>	<i>5/21/18</i>	<i>Intern – City Manager's Office</i>
<i>Nicole Suarez</i>	<i>6/11/18</i>	<i>Seasonal Event Assistant</i>
<i>Christopher Lane</i>	<i>6/11/18</i>	<i>Intern – Public Works Operations Department</i>
<i>Tyler Williams</i>	<i>6/18/18</i>	<i>Intern – Public Works Operations Department</i>
<i>Aksel Fisher</i>	<i>6/25/18</i>	<i>Intern – Public Works Operations Department</i>
<i>Sandra Tupling</i>	<i>7/9/18</i>	<i>Part-Time Receptionist</i>
<i>Nicholas Cousineau</i>	<i>7/9/18</i>	<i>Intern – Surface Water Department</i>
<i>Devin Emerson</i>	<i>7/9/18</i>	<i>Intern – Surface Water Department</i>
<i>Kristin Crawford</i>	<i>7/9/18</i>	<i>Intern – Surface Water Department</i>
<i>Catherine Kato</i>	<i>7/9/18</i>	<i>Intern – Surface Water Department</i>
<i>Stephanie Bond</i>	<i>7/16/18</i>	<i>Part-Time Receptionist</i>
<i>Tobin Bennett-Gold</i>	<i>8/31/18</i>	<i>Traffic Engineer</i>
<i>Curtis Clifton</i>	<i>11/27/18</i>	<i>Streets & Surface Water Maintenance Supervisor</i>

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<i>Shirley Lam</i>	<i>12/14/18</i>	<i>On-Call Receptionist</i>
<i>Reginald Bautista</i>	<i>12/28/18</i>	<i>Maintenance Worker</i>
<i>Paula Halalilo</i>	<i>1/7/19</i>	<i>Maintenance Worker</i>
<i>Chase Walker</i>	<i>1/22/19</i>	<i>Maintenance Worker</i>
<i>Samnang Roeun</i>	<i>3/4/19</i>	<i>Part-Time Permit and Administrative Specialist</i>
<i>Gary Geiger</i>	<i>3/18/19</i>	<i>Part-Time Maintenance Worker</i>
<i>Do Kim</i>	<i>3/20/19</i>	<i>Intern – Public Works Engineering Department</i>
<i>Anna Jean Arnott</i>	<i>3/21/19</i>	<i>Maintenance Worker</i>
<i>Rita Moreno</i>	<i>4/15/19</i>	<i>Part-Time Recreation Coordinator</i>
<i>Nicole Suarez</i>	<i>5/6/19</i>	<i>Seasonal Event Assistant</i>
<i>Ryan Lancaster</i>	<i>5/15/19</i>	<i>Intern – City Manager’s Office</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 2019 estimated population is 23,320 (Percent of Increase from 4/1/10 – 4/1/19 is 13.9%)*

Race (Approximate Totals): Source - US Census 2010 Data

White/Caucasian: 79.9%
Black/African American: 1.6%
Asian: 10.5%
Hispanic/Latino: 7%
Mixed: N/A
Other: 1%

Households: Source - Office of Financial Management 2010 Census Data

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

Languages Spoken at Home: Source - American Fact Finder 2013-2017 American Community Survey 5-Year Estimates

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English Only	78.1%
Spanish	5.1%
Other Indo-European Languages	8.4%
Asian & Pacific Island Languages	8.1%
Other Languages	0.3%

Household Income (In 2017 Inflation-Adjusted Dollars): Source - American Fact Finder 2013-2017 American Community Survey 5-Year Estimates

Total households	8,644
Less than \$10,000	5.5%
\$10,000 to \$14,999	1.6%
\$15,000 to \$24,999	3.7%
\$25,000 to \$34,999	4.3%
\$35,000 to \$49,999	7.8%
\$50,000 to \$74,999	14.4%
\$75,000 to \$99,999	14.8%
\$100,000 to \$149,999	21.1%
\$150,000 to \$199,999	13.3%
\$200,000 or more	13.6%
Median household income (dollars)	\$96,277
Mean household income (dollars)	\$115,817

Education (25 Years and Over): Source: American Fact Finder 2013-2017 American Community Survey 5-Year Estimates

Less than 9th grade	1.3%
9th to 12th grade, no diploma	3.6%
High school graduate (includes equivalency)	12.0%
Some college, no degree	20.4%
Associate's degree	8.2%
Bachelor's degree	33.1%
Graduate or professional degree	21.5%

- 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.

Project managers for a project regarding potential changes to zoning for manufactured housing and mobile home communities zoning identified language needs in the existing potentially affected neighborhoods.

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

The information gathered was utilized to support the need for an interpreter to be present at the associated meetings. Various meeting materials and notifications were also translated into Spanish.

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:

- *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.
- 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)
Transportation Related News Releases Included:
 - July 11, 2017 – Ribbon Cutting for NE 181st Street Sidewalk Improvements.
 - August 14, 2017 – Celebrate the Completion of the Tolt Trail Improvements on August 23
 - August 21, 2017 – Traffic Alert: Northeast 181st Street Closure on August 26
 - September 5, 2017 – Be Alert & Arrive Safely: Northshore Schools Back in Session
 - October 18, 2018 – You Are Invited to the Culvert Replacement Ribbon Cutting Ceremony
 - November 4, 2017 – Daylight Savings Ends Sunday, November 5
 - December 6, 2017 – City Awarded \$28 Million in Funding for New Bridge
 - January 12, 2018 – Kenmore’s Transit Advocate Mayor Appointed to Sound Transit’s Board of Directors
 - January 18, 2018 – Walkways & Waterways Open House January 25
 - March 8, 2018 – Walkways & Waterways Open House March 22
 - March 20, 2018 – Tips to Help All Road Users Spring Forward with Care
 - October 17, 2018 – Rainy and Dark Weather is Around the Corner! What Can You Do?
 - November 9, 2018 – Press Release: Lakepointe Discussions Suspended
 - November 13, 2018 – City’s Plan for Downtown Creation Continues to Move Forward
 - December 14, 2018 – What is going on near the Bridge and Rhododendron Park?
 - December 18, 2018 – Unplanned Full Road Closure – Sammamish River Bridge/68th Ave NE
 - January 18, 2019 – Press Release: Bridge Project Impacted by Federal Government Shutdown
 - March 19, 2019 – Press Release: Bridge Project Delayed
 - May 7, 2019 – 181st Sidewalks | SR 522 Lane Impacts | Park Events
- Kenmore E-Newsletter Articles
Transportation Related E-Newsletter Articles Included:
 - June 2017 – Volume 1

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- *City Receives Statewide “Complete Streets” Award: Kenmore is the smallest of only 6 cities to achieve the highest level of the award granted by the Washington State Transportation Improvement Board. The award of \$500,000 will be used towards sidewalk projects.*
- *NE 192nd Street Culvert Replacement Project: This project will eliminate flooding over the street and create a new fish-passable concrete box culvert.*
- *Parking Changes Coming to Log Boom Park: 4-hour maximum signs will be posted to allow sufficient time for activities but restrict commuter parking.*
- *June 2017 – Volume 2*
 - *62nd Ave NE Corridor Improvement Project: This project will enhance mobility and safety by installing a sidewalk and planting strip, sharrows and three traffic circles.*
- *July 2017 – Volume 1*
 - *NE 202nd Street Safety Improvements Start July 5: Improvements will significantly enhance pedestrian access and safety. New sidewalks and a planting strip will be installed.*
 - *City of Kenmore Asphalt Overlay Program for 2017: Crews will be paving multiple road segments including:*
 - *NE 182nd Street between 68th Avenue NE and 73rd Avenue NE,*
 - *NE 190th Street between 64th Avenue NE and 65th Avenue NE,*
 - *62nd Avenue NE/NE 193rd St between NE 187th Street and 63rd Avenue NE.*
 - *62nd Ave NE Corridor Improvement Project: This project will enhance mobility and safety by installing a sidewalk and planting strip, sharrows and three traffic circles.*
 - *NE 181st Street Ribbon-Cutting Ceremony July 17: Improvements included sidewalks on both sides of the street, the addition of street lighting, and a Rectangular Rapid Flashing Beacon pedestrian crosswalk.*
- *July 2017 – Volume 2*
 - *New Distracted-Driving Law Goes in Effect July 23: It will be against the law for Washington drivers to use hand-held cell phones while driving. This includes all electronics: tablets, laptops, and video games.*
 - *Kenmore Celebrates NE 181st Street Improvements: Attendees gathered near the new pedestrian crosswalk and heard remarks from project contributors.*
 - *Road Closure Alert – 192nd Street Culvert Replacement Project: a full road closure is required to complete the work. All users will be required to use a detour route, local access will be maintained.*
- *August 2017 – Volume 1*
 - *No transportation related articles were included.*
- *August 2017 – Volume 2*
 - *Tolt Trail Improvements Ribbon Cutting August 23: trail provides a key connection between neighborhoods and Kenmore’s downtown.*
 - *NE 192nd Street Culvert Replacement Project is Nearing Completion: Road has been re-opened for vehicle, pedestrian and bicycle traffic. New culvert should reduce existing flooding problems and create a new fish-passable box culvert.*
- *September 2017*
 - *Limited Access to Kenmore Boat Launch: Walkways and Waterways project has begun; driveway is limited to one-way traffic and will be closed to public access from September 15 to October 16.*
- *October 2017*
 - *Walkways and Waterways Project Updates: It has been almost a year since voters approved the bond measure. City is issuing up to \$19.75 million in bonds to be repaid over a period of 20 years.*
 - *Vote for Kenmore’s First Road Intersection Artwork: the intersection of 84th Ave NE and Simonds Rd was modified to improve pedestrian and bicyclist safety and reduce traffic speeds. Inglemoor High School students developed six different geometrical design concepts to be installed in the leftover space.*

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- *November 2017*
 - *New Culvert to Eliminate Flooding and Improve Wildlife Habitat: After years of Little Swamp Creek flooding, there is a new culvert beneath NE 192nd St between 73rd and 80th Avenues. The design will reduce stream velocities to eliminate overflow and allow for juvenile fish to swim upstream to prime spawning habitat.*
 - *Target Zero Daylight Savings Outreach November 6: Daylight saving time will take place Sunday, November 5 at 2:00am. Drivers should be extra careful and pedestrians and bicyclists should wear bright colors, reflective items, or carry a light.*
- *December 2017*
 - *Traveling for the Holidays? Be Safe: Driving has the highest fatality rate of any major form of transportation. In 2014, alcohol-impaired fatalities represented 31% of the total traffic fatalities.*
- *January 2018*
 - *No transportation related articles were included.*
- *February 2018*
 - *Walkways and Waterways Open House Review: About 60 people attended the Open House and provided helpful feedback which staff will review and discuss at following meetings.*
 - *New Curbed Walkway on NE 182nd Street: City installed extruded curbs on NE 182nd St between 68th and 73rd Aves, protecting the pedestrian walkway on the south side of the road. Curb will be painted white and reflective posts will be added for visibility.*
- *March 2018*
 - *Target Zero Outreach at Kenmore Park & Ride March 13: Daylight Savings Time can cause changes in sleep patterns which can lead to accidents on the road. Target Zero works to reduce the number of pedestrian and bicyclist fatalities and serious injuries to zero by the year 2025.*
- *April 2018*
 - *Walkways and Waterways Open House Review: 35 citizens attended the meeting to learn about project design and refinements and have their questions answered.*
- *May 2018*
 - *Bike Everywhere Day May 18: This event is geared toward bicyclists of all levels.*
- *June 2018*
 - *Bus Rapid Transit Survey June 13: High-capacity bus transit service is coming to Kenmore. Check out possible locations of two new stations and a 300-stall parking garage.*
- *July 2018*
 - *Trail Safety Reminders: In places where the trail intersects with a road, trail users must stop at stop signs.*
- *August 2018*
 - *August 13 – City Council to Receive Lakepoint Project Update: Learn more about a financial feasibility study that was just completed. As the last undeveloped land on Lake Washington, Lakepointe offers a valuable opportunity for redevelopment and economic growth.*
 - *You are 23 more times likely to crash if you are texting while driving. Don't text and drive.*
- *September 2018*
 - *School Starts September 5th: This means more vehicles on the road, more buses, and more people walking and biking to our schools. Give yourself more time, slow down and watch out for other drivers and children crossing streets.*
 - *North Eastside Mobility Project (Metro Survey) – closes September 9: King County Metro is asking organizations and businesses in Kenmore to tell them how transit can better serve their organization, employees, clients or customers.*

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- *PSE Relocation Project: Traffic Impacts on 68th Ave NE/Juanita Dr NE: Traffic impacts from Sept 10 to early November as PSE starts gas main relocation work for the West Sammamish River Bridge project.*
- *September 11 – Council Further Discusses Lakepointe Report: The financial feasibility report will be further studied. Public is welcome to attend to learn more about the project and listen to the discussion.*
- *October 2018*
 - *Bus Rapid Transit Online Survey Closes Oct 19: Sound Transit hosted an open house at the Hangar to share information about project refinements. Kenmore will be getting a new 300-stall parking garage and at least two stations.*
- *November 2018*
 - *Potential Significant Changes to Metro Bus Routes 234 and 244: Bus routes along NE 153rd PI, NE 155th St and 84th Ave NE are potentially changing. Attend an Open House to provide input.*
 - *Be Safe. Be Seen.: It's getting dark out. Be patient and cautious on the road and lookout for pedestrians and cyclists.*
- *December 2018*
 - *E-News was not published this month.*
- *January 2019*
 - *Icy Weather Ahead? Kenmore Police ask that you scrape your entire windshield so you can see, don't leave your car running unattended, and give yourself more time on the roads.*
- *February 2019*
 - *Snow and Ice on Roads: Driving in this weather and on some of our hills is hazardous. Public Works is salting, sanding and treating with de-icer. Please stay off roads if possible.*
 - *Community Van Comes to Kenmore: A new King County rideshare pilot is coming to our community. Community members can request a trip in a 6 or 12 passenger van driven by an approved volunteer driver.*
 - *Bus Rapid Transit: Checkout the Sound Transit website before 2/11 to see information that was presented at the drop-in session this week.*
- *March 2019*
 - *181st Sidewalk Improvements: We are working hard to make our Downtown Kenmore more walkable, comfortable, and safe for pedestrians. Construction has started for new curbs, sidewalks, planter strips, street trees, parallel parking stalls, curb ramps, lighting and more.*
 - *What Distracts You? Distracted drivers are a danger to everyone else on the road. Don't eat, put on makeup or zone out while driving. Make a pledge to keep both hands on the wheel.*
- *April 2019*
 - *No transportation related articles were included.*
- *May 2019*
 - *181st Sidewalk Project Has Started: Downtown Kenmore is about to be more walkable, comfortable, and safe for pedestrians. Westbound lane now closed to through traffic for construction.*
 - *Bothell Starts SR 522 Project: Bothell will be working for the next 18 months from 83rd PI NE (East border of Kenmore) through 91st Ave NE in Bothell to build Business Access and Transit lanes in both directions, add sidewalk on the north side, install center medians and streetlights. Daytime lane closure will be between 9am and 3pm.*
- *Kenmore Newsletter (Distribution citywide via hand-delivery by USPS to each residence) Newsletter articles included:*
 - *Summer 2017*
 - *7 Simple Rules to Stay Safe on Trails: More people are enjoying the great outdoors. Stay safe by staying right, passing left, obeying traffic signs, leaving room for others*

- to pass, using your voice, going slow when passing, being visible and keeping pets close.*
- *Autumn 2017*
 - *Kenmore Celebrates Emergence of a New Downtown: Grand Opening of the Town Square and Hangar was a success as hundreds of people gathered to visit the new space and enjoy the #WhyILoveKenmore Summer Party.*
 - *City Breaks Ground on First of Five Walkways & Waterways Projects: It's been a year since voters passed the bond measure. The 68th Ave and Juanita Drive Pedestrian and Bicycle Safety Projects are currently in the design, permitting and grant application phase.*
 - *Winter 2018*
 - *Downtown Kenmore Continues on Upward Trajectory: The downtown core has several new buildings, sidewalks and underground utilities. These investments are complementing what the City envisions as a walkable, signature downtown where people can gather, interact and have a sense of place.*
 - *Funding Secured for New West Sammamish River Bridge: The City has been awarded nearly \$28 million in funding by multiple state and federal agencies. Funding sources include Connecting Washington, Bridge Advisory Committee, Surface Transportation Program and Transportation Improvement Board.*
 - *Spring 2018*
 - *Summer Crack Sealing Projects: The City will be maintaining roads in the Arrowhead, Uplake and Northshore Summit neighborhoods this summer. Crack sealing prolongs the life of the asphalt due to normal wear and tear.*
 - *Celebrate Bike Month This May: City Council's top priority is to focus on and emphasize multimodal transportation safety with a specific focus on pedestrian and bicycle safety.*
 - *Summer 2018*
 - *The First of Five Walkways and Waterways Projects is Complete! On May3, 2018, a ribbon cutting ceremony was held to celebrate the new boardwalk and dock at Rhododendron Park. Crews preserved the wetland, removed invasive species, added native plants and built a new boardwalk.*
 - *What is Bus Rapid Transit? Bus Rapid Transit (BRT) is a Sound Transit bus system designed for fast arrivals and departures, with off-board fare payment and multiple-door entry and exit. Buses will have priority travel with business access and transit lanes and bus queue jumps (timed signals that allow buses to move through intersections first).*
 - *Trail Safety: Always wear a helmet, slow down when crossing roads, stay right/pass left, be visible, keep pets close.*
 - *Fall 2018*
 - *Special 20th Anniversary Edition summarizing completed projects including:*
 - *More than 10 miles of sidewalk installed.*
 - *Over \$80M invested to improve SR 522 streetscape between 61st and 83rd Aves.*
 - *More than 90 Neighborhood Traffic Safety Improvements completed.*
 - *Winter 2018*
 - *Target Zero: Be Safe. Be Seen. We can all do something to be safer during our rainy and dark season. Let's all be patient and cautious on our roads.*
 - *Spring 2019*
 - *Looking for a New Ride? Metro Community Van Comes to Kenmore. This rideshare option uses an approved volunteer driver for trips scheduled in advance through a local King County Community Transportation Coordinator.*
 - *NE 181st Street Sidewalk Improvements: Construction April through July 2019. Project will deliver new curbs and gutters, sidewalks, planter strips, street trees, parallel parking stalls, curb ramps, street and pedestrian lighting, asphalt widening, driveways, storm drainage, utility relocation, and retaining walls.*

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- *NE 153rd PI Sidewalk Improvements – Safe Routes to School Project: Coming soon. Construction is expected to start in July 2019 and run until October 2019.*
- *Update: West Sammamish Bridge Project: Project bidding delayed until fall 2019 with construction in 2020. Critical timelines were impacted by the federal government shutdown delaying the project.*

- 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).

- *Autumn 2017 Newsletter – The following article appeared in both English and Spanish: Lower Your Winter Utility Bills with Energy Assistance.*

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. Services were also provided by Trusted Translations, Fluent Language Solutions and Rey Translations. The following services were used within this reporting period:

Name of Service: LanguageLine

Type of Service: Spanish Document Translation

Date Provided: May 2017

Cost: \$99.00

Number of People Served: Unknown (5.1% of the population speaks Spanish)

Description: 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.

City Staff or Department Involved: City Clerk

***A COPY OF THE SPANISH VERSION OF THE RESOLUTION IS ATTACHED TO THE END OF THIS REPORT (ATTACHMENT #1).*

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Name of Service: Trusted Translations
Type of Service: Document Translation – Meeting Notice – Spanish
Date Provided: June 8, 2017
Cost: \$62.50
Number of People Served: 65 mobile homes (approximately 65 – 120 people – unknown number of Spanish only)
Description: Document translation for a flyer for the Lakewood Mobile Home Park Safety Project on how to obtain a building permit.
City Staff or Department Involved: Development Services / Code Enforcement Officer

Name of Service: Trusted Translations
Type of Service: On-Site Interpretation – Meeting – Spanish
Date Provided: June 23, 2017
Cost: \$342.50
Number of People Served: 45 – 50 meeting attendees (unknown number of Spanish only)
Description: Interpretation at public meeting for Lakewood Mobile Home Park Safety Project meeting at City Hall.
City Staff or Department Involved: Development Services / Code Enforcement Officer

Name of Service: LanguageLine
Type of Service: Document Translation – Project Notification Flyer – Spanish
Date Provided: November 1, 2017
Cost: \$153.61
Number of People Served: Mailed to residents along NE 182nd Street between 68th Ave NE and 73rd Ave NE including a 63-unit mobile home park.
Description: Translation services for project advertisement on Contract 17-C1742: NE 182nd St and NE 191st St Extruded Curb and Striping (regarding NE 182nd St portion of project)
City Staff or Department Involved: Engineering / Traffic Engineering
****A COPY OF THE SPANISH VERSION OF THE PROJECT NOTICE IS ATTACHED TO THE END OF THIS REPORT (ATTACHMENT #2).**

Name of Service: LanguageLine
Type of Service: Over the Phone Interpretation – Spanish
Date Provided: January 16, 2018
Cost: \$17.18
Number of People Served: 1
Description: Planning Commission phone translation services regarding Manufactured Housing Communities / Mobile Home Park Project.
City Staff or Department Involved: Community Development / Principal Planner

Name of Service: Rey Translations
Type of Service: In-person Interpretation - Spanish
Date Provided: February 2018
Cost: \$780.51
Number of People Served: 125 total people – unknown number of Spanish only)
Description: Planning Commission Meeting Translation Services. Meeting was located at City Hall.
City Staff or Department Involved: Community Development / Principal Planner

Name of Service: LanguageLine
Type of Service: Over the Phone Interpretation – Spanish
Date Provided: March 12, 2018
Cost: \$1.19
Number of People Served: 1
Description: Spanish speaking person called in to City Hall for assistance. The employee facilitating the call was unable to recall the nature of the call.
City Staff or Department Involved: Receptionist

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*Name of Service: Rey Translations
Type of Service: In-person Interpretation - Spanish
Date Provided: March 15, 2018
Cost: \$975.25
Number of People Served: 10 total people – unknown number of Spanish only
Description: Planning Commission Interpreter Services regarding Manufactured Housing Communities / Mobile Home Park Project. Meeting was located at City Hall.
City Staff or Department Involved: Community Development / Principal Planner*

*Name of Service: Rey Translations
Type of Service: In-person interpretation – Spanish
Date Provided: May 15-16, 2018
Cost: \$2351.77
Number of People Served: 17 people spoke at the meeting; however, the city did not track how many used the interpreter.
Description: May 15th & 16th Planning Commission Hearings regarding Manufactured Housing Communities / Mobile Home Park Project.
City Staff or Department Involved: Community Development / Principal Planner*

*Name of Service: Rey Translations
Type of Service: Document translation – Spanish
Date Provided: May 23, 2018
Cost: \$100.00
Number of People Served: Unknown
Description: Kenmore Waterfront Activities Center Scholarship flyer translation
City Staff or Department Involved: City Manager's Office / Communications Specialist*

*Name of Service: LanguageLine
Type of Service: Over the Phone Interpretation – Spanish
Date Provided: June 2018
Cost: \$4.24
Number of People Served: 1
Description: City Hall Reception Desk translation services for unknown phone call.
City Staff or Department Involved: City Manager's Office / Receptionist*

*Name of Service: Rey Translations
Type of Service: On-site interpreter for meeting – Spanish
Date Provided: July 9, 2018
Cost: \$545.26
Number of People Served: Unknown
Description: Interpreter for 7/9 Planning Commission meeting to present final recommendations on options for the mobile home parks to City Council. Associated with Manufactured Housing Communities / Mobile Home Park Project.
City Staff or Department Involved: Community Development / Principal Planner*

*Name of Service: Rey Translations
Type of Service: On-site Interpretation – City Council Meeting – Spanish
Date Provided: September 17, 2018
Cost: \$470.01
Number of People Served: Unknown – did not track
Description: 9/17 Translation and Interpretation Services associated with Manufactured Housing Communities / Mobile Home Park Project.
City Staff or Department Involved: Community Development / Principal Planner
****A COPY OF THE SPANISH VERSION OF THE MEETING HANDOUT IS ATTACHED TO THE END OF THIS REPORT (ATTACHMENT #3).***

Annual Update and Accomplishment Report
Population Under 100,000

Name of Service: LanguageLine
Type of Service: Over the phone translation – Spanish
Date Provided: November 2018
Cost: \$11.04
Number of People Served: 1
Description: Spanish translation for Planning Commission associated with Manufactured Housing Communities / Mobile Home Park Project.
City Staff or Department Involved: Community Development / Principal Planner

Name of Service: Rey Translations
Type of Service: Document Translation - Spanish
Date Provided: November 2018
Cost: \$552.89
Number of People Served: Unknown – webpage available on City website.
Description: Webpage translation for Planning Commission associated with Manufactured Housing Communities / Mobile Home Park Project.
City Staff or Department Involved: Community Development / Principal Planner

Name of Service: LanguageLine
Type of Service: Over the phone translation - Mandarin
Date Provided: December 2018
Cost: \$15.18
Number of People Served: 1
Description: Mandarin translation for Air BNB code violation; phone conversation with property owner.
City Staff or Department Involved: Development Services / Code Enforcement Officer

Name of Service: LanguageLine
Type of Service: Over the phone translation - Spanish
Date Provided: April 2019
Cost: \$9.85
Number of People Served: 1
Description: Spanish translation for a phone call received at the City Hall front desk.
City Staff or Department Involved: City Manager's Office / Receptionist

Name of Service: Fluent Language Solutions
Type of Service: In-person interpretation for City Council Public Hearing – Spanish
Date Provided: March 25, 2019
Cost: \$395.59
Number of People Served: Unknown – not tracked
Description: Interpreter for City Council meeting extending the redevelopment moratorium for an additional 3 months and holding a public hearing on the Zoning Code amendments. Associated with Manufactured Housing Communities / Mobile Home Park Project. Meeting was located at City Hall.
City Staff or Department Involved: Community Development / Principal Planner

Name of Service: Rey Translations
Type of Service: Document Translation – Spanish
Date Provided: March 2019
Cost: \$110.00
Number of People Served: Unknown – did not track.
Description: Document translation associated with Manufactured Housing Communities / Mobile Home Park Project.
City Staff or Department Involved: Community Development / Principal Planner

Annual Update and Accomplishment Report
Population Under 100,000

Name of Service: Rey Translations
Type of Service: Document Translation – Spanish
Date Provided: May 2019
Cost: \$110.00
Number of People Served: 265 mobile homes (approximately 265 – 500 people)
Description: Translation of Manufactured Housing Final Decision.
City Staff or Department Involved: Community Development / Principal Planner

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

Costs are listed in Section C above.

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
17-C1709	7/13/2017	Tony Lind Paving	Speed Cushion Installations on 75 th Ave NE and 67 th Ave NE	Up to \$28,555.00
17-C1710	5/2017	Washington Asphalt Sealers, Inc.	6700 NE 181 st Street (USPS Building) Parking Lot Seal Coating and Striping	Lump Sum Base Bid including WSST \$7,160.00
17-C1723	8/1/2017	Iron Creek Construction LLC	Residential Mini Roundabouts on 62 nd Ave NE at NE 196 th St & NE 197 th St	Up to \$38,612.50
17-C1739	9/22/2017	Huizenga Enterprises	2017 Crack Sealing of Roads	Up to \$40,000.00
17-C1740	9/14/2017	Capital Asset & Pavement	2017 Pavement Condition Update	Not to exceed \$21,500.00
17-C1742a	7/26/2017	Apply-A-Line	NE 170 th St and NE 181 st St Striping Adjustments	Up to \$8,845.00
17-C1742b	1/4/2018	Stanley Patrick Striping	NE 182 nd St and NE 191 st St Extruded Curb and Striping	Up to \$16,280.00
Contract	Date Executed	Consultant	Description	Amount
17-C1743	10/10/2017	HDR Engineering, Inc.	NE 153 rd Pl Safe Routes to School Sidewalk Project – Design and Permitting Services	Not to exceed \$119,070
17-C1767	9/12/2017	Puget Sound Energy	Utility Undergrounding Design Agreement for the West Sammamish River Bridge Project	Good faith estimate of the cost to perform the Design Work will be submitted

Annual Update and Accomplishment Report
Population Under 100,000

17-C1771	N/A	Comcast	Utility Undergrounding Design Agreement for the West Sammamish River Bridge Project	VOID – Contract was not executed
17-C1772	N/A	Frontier	Utility Undergrounding Design Agreement for the West Sammamish River Bridge Project	VOID – Contract was not executed
17-C1773	1/29/2018	Northshore School District	Utility Undergrounding Design Agreement for the West Sammamish River Bridge Project	District to pay its own costs for Design Work necessary to install Telecommunications System within the City's Project.
17-C1774	N/A	WSDOT	Utility Undergrounding Design Agreement for the West Sammamish River Bridge Project	VOID – Contract was not executed
17-C1775	10/30/2017	University of Washington	Utility Undergrounding Design Agreement for the West Sammamish River Bridge Project	University agrees to pay its own costs for Design Work necessary to install the Telecommunications System within the City's Project.
17-C1776	N/A	MCI	Utility Undergrounding Design Agreement for the West Sammamish River Bridge Project	VOID – Contract was not executed
17-C1777	N/A	Zayo Communications	Utility Undergrounding Design Agreement for the West Sammamish River Bridge Project	VOID – Contract was not executed
17-C1782	10/11/2017	Washington State Department of Transportation	Juanita Dr NE Pedestrian and Bicycle Improvements (NE 160 th St – NE 170 th St) Project Design – WSDOT Ped/Bike Grant Agreement	Maximum Amount Authorized \$525,600.00
17-C1783	10/11/2017	Washington State Department of Transportation	WSDOT Safe Route to School Grant Agreement: NE 153 rd St Safe Route to Schools (Juanita Dr NE – 70 th Ave NE) Project	Maximum Amount Authorized \$124,200.00
17-C1785	10/6/2017	Combined Construction, Inc.	McDonald Highland Pedestrian Bridge Maintenance Repairs	A Sum Not to Exceed \$32,200.00
17-C1794	1/18/2017	Transportation Improvement Board	Grant Agreement TIB – NE 181 st St, 65 th Ave NE to 67 th Ave NE Sidewalk	Grant Funds in the Amount of \$535,132.00
18-C1832	2/8/2018	Johnston Group	Sound Transit Board Member Consulting	Rate of \$175.00/Hour, Retainer of \$2915.00/Month, Jan-Apr 2018 Not to Exceed \$8,750.00
18-C1837	1/24/2018	Transportation Improvement Board	TIB Grant Agreement for West Sammamish River Bridge Project	Grant Funds in the Amount of \$6,900,000.00
18-C1846	3/12/2018	KBA, Inc.	West Sammamish Bridge Constructability Review and Preconstruction Services	Maximum Amount Payable: \$47,299.42
Contract	Date Executed	Consultant	Description	Amount
18-C1847	1/29/2019	Northshore Utility District	ILA for Sammamish River Bridge Construction Agreement	\$2,232,929.00
18-C1849	3/1/2018	Stanley Patrick Striping	Install New Extruded Curbing on 84 th Ave NE	Up To \$7,287.50 Based on Bid Item Unit Price

Annual Update and Accomplishment Report
Population Under 100,000

18-C1852	5/1/2018	Huizenga Enterprises LLC	2018 Crack Sealing of Roads	Up to \$50,000.00
18-C1855	5/1/2018	Huizenga Enterprises LLC	Crack Sealing on NE 146 th St, 73 rd Ave NE and NE 145 th PI	Up to \$10,000.00
18-C1869	N/A	Public Works Board	\$1,500,000 to Replace the Culvert at NE 190 th St and 61 st Ave NE	VOID – Contract was not executed
18-C1885	5/27/2018	Transpo Group	Traffic Engineering/Support Services On-Call Agreement	Not to exceed \$25,000.00
18-C1887	6/4/2018	Wirthlin Consulting Group	Construction Cost Estimates for the Lakepointe Project	\$4,489.00
18-C1905	7/10/2018	Transportation Solutions, Inc.	Lakepointe Development On-Call Traffic Services	Not to exceed \$50,000.00
18-C1909	8/21/2018	Public Works Board	NE 190 th Culvert Replacement and Embankment Repair Project	\$1,500,000.00
18-C1913	Not Yet Executed	Comcast	Utility Undergrounding Construction Agreement for the West Sammamish River Bridge	Not Yet Executed
18-C1914	Not Yet Executed	Frontier	Utility Undergrounding Construction Agreement for the West Sammamish River Bridge	Not Yet Executed
18-C1915	1/17/2019	Northshore School District	Utility Undergrounding Construction Agreement for the West Sammamish River Bridge	\$68,439.00
18-C1916	Not Yet Executed	WSDOT	Utility Undergrounding Construction Agreement for the West Sammamish River Bridge	Not Yet Executed
18-C1917	1/17/2019	University of Washington	Utility Undergrounding Construction Agreement for the West Sammamish River Bridge	\$10,184.00
18-C1918	Not Yet Executed	MCI/Verizon	Utility Undergrounding Construction Agreement for the West Sammamish River Bridge	Not Yet Executed
18-C1919	Not Yet Executed	Puget Sound Energy	Utility Undergrounding Construction Agreement for the West Sammamish River Bridge	Not Yet Executed
Contract	Date Executed	Consultant	Description	Amount
18-C1920	5/8/19	Seattle City Light	Utility Undergrounding Construction Agreement for the West Sammamish River Bridge	\$27,380.00
18-C1936	Not Yet Executed	Washington State Department of Fish & Wildlife	Agreement for an Exchange of Land with DFW for the West Sammamish River Bridge	Not Yet Executed

Annual Update and Accomplishment Report
Population Under 100,000

18-C1941	<i>Canceled</i>	<i>N/A</i>	<i>West Sammamish River Bridge Replacement Project – Construction</i>	<i>Canceled – Required Permits Not Obtained by Deadline</i>
18-C1957	2/15/19	<i>Best Parking Lot Cleaning</i>	<i>Street Sweeping Services</i>	<i>Not to Exceed \$92,000.00</i>
18-C1970	11/14/18	<i>Central Puget Sound Regional Transit Authority</i>	<i>Sound Transit Partnering Agreement Bus Rapid Transit</i>	<i>Partnering Agreement – no cost involved</i>
19-C1977	<i>Not Yet Executed</i>	<i>N/A</i>	<i>West Sammamish River Bridge Construction (former number 18-C1941)</i>	<i>Not Yet Executed</i>
19-C1981	<i>See Contract 19-C1993</i>	<i>City of Bothell</i>	<i>Interlocal Agreement for SR522 Stage 3 Project in Kenmore</i>	<i>See Contract 19-C1993</i>
19-C1982	2/22/19	<i>Department of Ecology</i>	<i>Water Quality Combined Financial Assistance Grant for the 68th Ave NE Pedestrian & Bicycle Safety Improvements Project</i>	<i>Grant Amount: \$1,054,950.00</i>
19-C1983	2/22/19	<i>Department of Ecology</i>	<i>Water Quality Combined Financial Assistance Grant for the Juanita Drive NE Pedestrian & Bicycle Safety Improvements Project</i>	<i>Grant Amount: \$1,457,250.00</i>
19-C1990	4/17/19	<i>Kamins Construction Inc.</i>	<i>NE 153rd Safe Route to School Sidewalk Construction Contract</i>	<i>\$555,458.86</i>
19-C1993	4/1/19	<i>City of Bothell</i>	<i>SR522 Stage 3 ILA with Bothell</i>	<i>\$44,715.00</i>
19-C2016	<i>Not Yet Executed</i>	<i>Not Yet Contracted</i>	<i>Kenmore Lane Drainage Improvement Project</i>	<i>Not Yet Executed</i>
19-C2026	5/17/19	<i>C.R. Contracting, LLC</i>	<i>Crack Sealing Project</i>	<i>\$101,200.00</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 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, the following firms are certified:

Name	Contract	Amount	Certification Type	UBI Number	Certification Number
<i>Iron Creek Construction LLC</i>	<i>17-C1723</i>	<i>\$38,612.50</i>	<i>DBE, WBE</i>	<i>602134141</i>	<i>W2F0024947</i>
<i>KBA, Inc.</i>	<i>18-C1846</i>	<i>\$47,299.42</i>	<i>WBE</i>	<i>601426427</i>	<i>W2F0011296</i>

Wirthlin Consulting Group	18-C1887	\$4,489.00	SBE	604010202	S000025118
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- 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:

- How impacts were minimized/mitigated.
- 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 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. No impacts to minority and/or low-income populations were identified.*
- *Project 0184 – West Sammamish River Bridge (Bidding Fall 2019, Construction estimated to begin in Winter 2020): 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 \$35.8 million. No impacts to minority and/or low-income populations were identified.*
- *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. No impacts to minority and/or low-income populations were identified.*
- *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. No impacts to minority and/or low-income populations were identified.

- *Project 0214 – NE 181st St Sidewalks – 65th Ave NE to 67th Ave NE (Design completed March 2019, Construction April 2019 – August 2019): The purpose of this project is to provide a safe, comfortable pedestrian facility with downtown amenities along the north side of NE 181st Street between 65th Avenue NE and 67th Avenue NE. The project includes the design and construction of curb & gutter, sidewalk, planter strips, street trees, parallel parking stalls, curb ramps, street and pedestrian lighting, asphalt widening, driveways, storm drainage, utility relocation, and retaining walls. No impacts to minority and/or low-income populations were identified.*
- *Project 0218 – NE 153rd St Safe Routes to School (Design/Permitting 2017-2018, Construction began June 25,2019): The project area consists of a narrow shoulder with undefined driveways along the south side of the road. The purpose of this project is to provide a safe, comfortable pedestrian facility along NE 153rd Place for children and the public to access Arrowhead Elementary School. The project includes the design and construction of curb & gutter, sidewalk, curb ramps, angled parking, paving, driveways, storm drainage, landscaping, irrigation and cast-in place feature wall along the south side of NE 153rd Pl between Juanita Drive NE and 70th Avenue NE. No impacts to minority and/or low-income populations were identified.*
- *Project 0222 – Residential Mini Roundabouts (Construction completed mid-2017): The project installed mini-roundabouts along 62nd Ave NE at the intersections of NE 196th and 197th Streets. The roundabouts were installed in response to concerns raised through the Neighborhood Transportation Plan Program regarding vehicle yielding and speeds. The project did not include changes to the edge of pavement or right-of-way acquisition. No impacts to minority and/or low-income populations were identified.*
- *Project 0225 – NE 182nd Street Extruded Curbing (Construction completed spring 2018): The City created a wider pedestrian walkway on the south side of NE 182nd Street following the overlay of that road in 2017. Between the project limits, there is no sidewalk on NE 182nd Street. There are a number of homes (including a mobile home park) with school-age children along this walkway. Because of the proximity to Kenmore Elementary (under one mile), there are no busses provided and children must walk to school. To better protect this walkway connecting sidewalks and trails both east and west of the project limits, an extruded curb was installed. Impacts to minority and/or low-income populations were addressed by sending out the project notice in Spanish. ****A COPY OF THE SPANISH VERSION OF THE PROJECT NOTICE IS ATTACHED TO THE END OF THIS REPORT (ATTACHMENT #2).***
- *Project 0229 – SR 522 Crossing: In March 2018, the State approved a supplemental transportation budget which provided the City with \$500,000 in state funds to begin the study to identify the type and location for a crossing of State Route 522 between 61st Ave NE and 68th Ave NE. Requests for Qualifications for prospective consultants will be advertised in winter 2021. The project is expected to start spring 2021. Potential impacts to minority and/or low-income populations will be identified when the project begins.*
- *Project 0230 – 2018 Crack Sealing (Construction completed August 2018): The Arrowhead, Uplake and Northshore summit neighborhoods had multiple roadways crack sealed. The roads were determined based on an engineering analysis of the pavement condition. Crack sealing allowed the City to place other preventative treatments to further extend the life of the pavement and reduce long term maintenance costs. No impacts to minority and/or low-income populations were identified.*

- *Project 0234 – Simonds Road Overlay (Design began early 2019): This project will install a pavement overlay and associated upgrades including curb ramps on Simonds Rd NE between NE 162nd Ct and 92nd Ave NE. Curb ramps at 6 intersections along the project limits will be designed and evaluated for ADA compliance. Potential impacts to minority and/or low-income populations will be identified when the project design progresses.*
- *Project 0235 – 2019 Pavement Sealing - Crack and Slurry (Construction Summer 2019): The City plans to slurry seal an estimated 220,000 square yards of pavement. In preparation for slurry sealing, pavement cracks must be cleaned and sealed and allowed time to cure. Over 44,000 linear feet of road will receive new crack sealing or crack sealing touch-up in preparation for slurry sealing. The work will be completed in time to allow the crack sealing to cure for 6 weeks before beginning slurry sealing in the late summer. No impacts to minority and/or low-income populations were identified.*
- *Walkways and Waterways Improvements (\$19.75 million bond measure includes the following five projects):*
 - *Project 0212 – Juanita Drive Pedestrian and Bicycle Improvements (2017-19: Design / Permitting / Grant Applications, 2020-21: Construction) This safety project consists of new sidewalk and landscaped amenity zone, buffered bicycle lanes, bus stop improvements, road widening, retaining walls, road reconstruction, new stormwater infrastructure, improved street lighting, traffic signal modifications and utility relocation as needed. Potential impacts to minority and/or low-income populations will be identified when the project design progresses.*
 - *Project 0213 – 68th Ave Pedestrian and Bicycle Improvements (2017-19: Design/ Permitting/Grant Applications, 2020-21: Construction): This project consists of new sidewalk with retaining walls, buffered bicycle lanes, stormwater infrastructure and utility relocation. Potential impacts to minority and/or low-income populations will be identified when the project design progresses.*
- *2017 Annual Overlay Program (Construction completed July 2017): This project included an asphalt overlay of NE 182nd St between 68th Ave NE and 73rd Ave NE, NE 190th St between 64th Ave NE and 65th Ave NE, and 62nd Ave NE / NE 193rd St between NE 187th St and 63rd Ave NE. Other project elements included upgrading ADA ramps, installing traffic markings, placing crushed rock and adjusting utility valves and manhole covers. No impacts to minority and/or low-income populations were identified.*
- *2018 Annual Overlay Program (Construction completed September 2018): This project included an asphalt overlay of NE Arrowhead Dr/67th Ave NE (from Juanita Dr NE to house number 6659 and from 64th Ave NE to 62nd PI NE) and 84th Ave NE (from Simonds Rd Ne to NE 155th St). Other project elements included upgrading ADA ramps, installing traffic markings, placing crushed rock and adjusting utility valves and manhole covers. No impacts to minority and/or low-income populations were identified.*
- *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. No impacts to minority and/or low-income populations were identified.*
- *Lakepointe Development (Potential project): This project is a proposal for a mixed-use development which would 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. Potential impacts to minority and/or low-income populations will be identified if the project design progresses.

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

- *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 (Bidding Fall 2019, Construction estimated to begin in Winter 2020): 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 December 2017): No Right of Way acquisition was required for this project.*
- *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 (Design completed March 2019, Construction April 2019 – August 2019): No Right of Way acquisition was required for this project.*
- *Project 0218 – NE 153rd St Safe Routes to School (Design/Permitting 2017-2018, Construction began June 25, 2019): 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.*
- *Project 0225 – NE 182nd Street Extruded Curbing (Construction completed spring 2018): No Right of Way acquisition was required for this project.*
- *Project 0229 – SR 522 Crossing: This project has not yet been designed. Right of Way acquisition will be required and impacts to any sensitive groups, if any, will be identified during the design process.*
- *Project 0230 – 2018 Crack Sealing (Construction completed August 2018): No Right of Way acquisition was required for this project.*
- *Project 0234 – Simonds Road Overlay (Design began early 2019): No Right of Way acquisition is anticipated for this project.*
- *Project 0235 – 2019 Pavement Sealing - Crack and Slurry (Construction Summer 2019): No Right of Way acquisition will be 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 (2017-19: Design / Permitting / Grant Applications, 2020-21: Construction): Right of Way acquisition will be required but has not been completed.*
- *Project 0213 – 68th Ave Pedestrian and Bicycle Improvements (2017-19: Design/ Permitting/Grant Applications, 2020-21: Construction): Project is in the Design phase and Right of Way acquisition will likely not be required.*
- *2017 Annual Overlay Program (Construction completed July 2017): No Right of Way acquisition was required for this project.*
- *2018 Annual Overlay Program (Construction completed September 2018): No Right of Way acquisition was 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, they agreed to the project being built).*
- *Lakepointe Development (Potential project): This is a private development which will not involve Right of Way acquisition.*
- 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. Costs of translation services are listed in question 3, Part C.

- 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 received two Title VI related complaints within the reporting period:

1. SR 522 West A Project – Wheelchair Navigation

- What was the allegation or concern?
During construction of the 522 West A project, an individual in a wheel chair had difficulty navigating through the construction site due to pavement removal.
- Procedures used

Not applicable.

- Action taken
Accommodations were made assist the person in passing through the construction area by adding an accessible route through the site.
- Resolution
Once completed, the person was able to maneuver through the construction site.

2. SR 522 West A Project

- What was the allegation or concern?
A second person in a wheel chair with arm reach mobility issue had difficulty accessing the crosswalk push button at 61st Ave NE and SR 522. Although the button was placed per the ADA guidelines, her mobility issue made it difficult to reach the button as constructed.
- Procedures used
Not applicable.
- Action taken
The button was lowered and an extension arm was added to help the person access the button.
- Resolution
Once completed, the person was able to access the crosswalk button.

GOALS:

City of Kenmore Title VI goals for next reporting period:

- *Designate John Vicente as the new Title VI Coordinator for the city as Kris Overleese is no longer working here.*
- *Add additional information to the existing Title VI page on the City of Kenmore website including agreement, annual reports and approvals, and complaint procedures.*
- *Work with Communications Specialist to identify and implement translation requirements on public outreach information citywide.*
- *Transition Title VI reporting duties out of Public Works Operations department.*