



TITLE VI ACCOMPLISHMENTS & GOALS REPORT

This outline is for LPA and other governmental entities to report Title VI activities that occurred over the past year and report Title VI goals for the upcoming year. Reports must be returned on or before due date to meet eligibility requirements for federal funding. Send to TitleVI@WSDOT.wa.gov

DUE DATES: Refer to Section 28.3 for scheduled reporting period and due date

Contact Information

Name and title of administrator (signature on Standard Assurances): Rob Karlinsey, City Manager

Mailing Address: City of Kenmore, 18120 - 68th Ave NE

City: Kenmore, WA Zip Code: 98028 County: King
Phone #: 425-398-8900 email address: rkarlinsey@kenmorewa.gov

Name and title of head of transportation-related services: John Vicente, City Engineer

Mailing Address: City of Kenmore, 18120 – 68th Ave. NE

City: Kenmore, WA Zip Code: 98028 County: King
Phone #: 425-398-8900 email address: jvicente@kenmorewa.gov

Name and title of designated Title VI coordinator*: John Vicente

Mailing Address: City of Kenmore, 18120 – 68th Ave. NE

City: Kenmore, WA Zip Code: 98028 County: King
Phone #:425-398-8900 email address: jvicente@kenmorewa.gov

*When the Title VI coordinator changes, notify TitleVI@WSDOT.wa.gov within 30 days.

To comply with Title VI requirements, each annual report submission must include signed Standard Assurances (USDOT1050.2A). Attached as Addendum A.

Accomplishments

1. Have there been any changes to the approved Title VI Plan that have not been reported to OEO? If Yes, please submit an update to the Title VI Plan with a new signature.

No changes.

2. Organization, Staffing, Structure – Describe the Title VI Program reporting structure including the Title VI Coordinator, Administrative Head, and transportation-related staff. The list should include name, race, color, and national origin of each individual. Include the same details if your LPA has a volunteer or appointed board related to transportation decision making.

Due to the total number of City of Kenmore staff being less than 100, the City does not inquire about or track racial composition of Kenmore’s employees. The Title VI Program reporting structure has not materially changed during this reporting period, although some titles and FTE allotments have changed. The most current Organizational Chart is attached as Addendum B, identifying Title VI designations by title but not by name.

3. Community Demographics – Using a map of the LPA’s boundaries, describe the demographics of the LPA’s service area (e.g., race, color, national origin, low-income). List, by individual languages, the percent of the population(s) that is limited English proficient.

Addendum C shows English Language Learners (ELL) and Low-Income Students in Kenmore schools. ELL in schools is a good indicator of where limited English proficiency (LEP) and Low-Income families reside. (It should be noted that a significant portion of both Lockwood and Moorlands Elementary service areas are outside Kenmore City Limits.) This is the only map of demographics the City currently has.

2020 U.S. Census Data for Kenmore is not available as of the writing of this report. Data, unless otherwise noted, is from the U.S. Census Bureau 2019 American Community Survey (ACS) Tables’ 5-Year Estimates (most recent available). Data from Washington State Office of Superintendent of Public Instruction (OSPI) is 2020-2021 school year Report Card/Diversity Report.

City of Kenmore Demographics (World Population Review – 2021)

<i>Total Population:</i>	23,281
<i>Male:</i>	49.30%
<i>Female:</i>	20.70%

Race (Approximate Totals): Source - US Census Bureau 2019 ACS 5-Year Estimates

<i>White/Caucasian:</i>	73.4%
<i>Black/African American:</i>	1.2%
<i>American Indian and Alaska Native</i>	0.1%
<i>Asian:</i>	13.0%
<i>Native Hawaiian/Pacific Islander</i>	0.7%
<i>Hispanic/Latino:</i>	7.6%
<i>Mixed</i>	5.1%
<i>Other:</i>	2.3%

Households: Source - US Census Bureau 2019 ACS 5-Year Estimates

<i>Total Households:</i>	8,858
<i>Ave. Household Size:</i>	2.55

Languages Spoken at Home (Ages 5+): Source – US Census Bureau 2019 ACS 5-Year Estimates

<i>English Only</i>	76.0%
<i>Spanish</i>	5.7%
<i>Other Indo-European Languages</i>	7.3%
<i>Asian & Pacific Island Languages</i>	9.8%
<i>Other Languages</i>	1.2%

Limited English-Speaking Households: Source – US Census Bureau 2019 ACS 5-Year Estimates

<i>Spanish Language</i>	5.8%
<i>Other Indo-European Languages</i>	9.0%
<i>Asian and Pacific Island Languages</i>	11.6%

English Language Learners (ELL): Source – Washington OSPI for 2020-2021 School Year

<i>Arrowhead Elementary</i>	10.4%	41 head count (HC)
<i>Kenmore Elementary</i>	20.6%	95 HC
<i>Moorlands Elementary</i>	11.4%	77 HC
<i>Kenmore Middle School</i>	8.5%	63 HC
<i>Inglemoor High School</i>	6.5%	105 HC

Household Income: Source – U.S. Census Bureau 2019 ACS 5-Year Estimates

<i>Total households</i>	8,699
<i>Less than \$10,000</i>	3.7%
<i>\$10,000 to \$14,999</i>	2.7%
<i>\$15,000 to \$24,999</i>	1.8%
<i>\$25,000 to \$34,999</i>	4.2%
<i>\$35,000 to \$49,999</i>	7.2%

\$50,000 to \$74,999	14.71%
\$75,000 to \$99,999	12.5%
\$100,000 to \$149,999	18.1%
\$150,000 to \$199,999	15.8%
\$200,000 or more	19.1%
Median household income (dollars)	\$109,810
Mean household income (dollars)	\$126,364

Low-Income: Source – Washington OSPI for 2020-2021 School Year (NOTE: While all the schools listed are within Kenmore City Limits, the zip codes of students attending the schools include other jurisdictions due to school attendance boundaries, waivers, and the presence of special programs such as International Baccalaureate [IB] at Inglemoor High School.)

Arrowhead Elementary	7.8%	31 head count (HC)
Kenmore Elementary	27.9%	129 HC
Moorlands Elementary	4.9%	33 HC
Kenmore Middle School	21.7%	160 HC
Inglemoor High School	13.1%	211 HC

Education (25 Years and Over): Source – U.S. Census Bureau 2019 ACS 5-Year Estimates

Less than 9 th Grade	1.8%
9 th to 12 th Grade Attainment	2.5%
High School Graduate (only)	12.9%
Some College, no degree	17.6%
Associates Degree	8.4%
Bachelor's Degree	34.3%
Graduate Degree	22.4%
Condensed:	
High school graduate or higher	95.7%
Bachelor's degree or higher	56.8%

4. Complaints – Provide a copy of the LPA's Title VI complaint log, including new Title VI complaints received during this reporting period and any still pending. Include the basis of the complaint (race, color, national origin) and describe the disposition (status/outcome).

No complaints were received during the reporting period.

5. Planning – Describe the transportation planning activities performed this reporting period. Describe the actions taken to promote Title VI compliance regarding transportation planning, including monitoring and review processes, community involvement, their outcome or status. Include examples of community outreach.

No transportation planning activities were performed during this reporting period. Outreach via flyer delivered to all 98028 mailboxes was utilized to make residents aware of construction activities.

Attached examples:

Exhibit 1 – 68th Ave NE Ped/Bike Improvement Flyer mailed to all 98028 (Kenmore) zip codes

Exhibit 2 – Target Zero Safety Vest Give-Away posted on Social Media channels and English and Spanish forms were available on the City website.

Exhibit 3 – COVID-19 Facebook post in Spanish

6. Right-of-way actions – Describe activities during this reporting period associated with the purchase, sale, lease/use, or transfer of real property (related to highway transportation/public right-of-way use). Include demographic information of affected populations. For example, the race, color, national origin of affected property/business owners(s)/tenant(s).

The City's consultant, RES Group NW LLC has initiated contact with 3 parcel owners in the City's 190th Street Culvert Replacement project area about the need for easements and/or portion purchases for the design and construction of the replacement culvert. All property owners are fluent in English.

7. Identify right-of-way appraisers and acquisition staff (used during this reporting period) by race, color, national origin.

The City of Kenmore contracts with RES Group NW LLC for right-of-way acquisition and appraisal services for the 190th St culvert replacement project. No appraisals or acquisitions during the reporting period.

8. Studies and Plans – Were any transportation studies (including environmental reviews) conducted or transportation plans completed during this reporting period? Identify the data source(s) and provide data summary (Title VI/Environmental Justice Analysis) relative to ethnicity, race, languages spoken, neighborhoods, income levels, physical environments, and/or travel habits. Explain how data was used in these studies/reviews/plans.

Kenmore is in the planning stages of installing photo enforcement systems in 2 school zones and one at a traffic signal on SR522. Site selection is based on whether the location is on a collector/arterial street and/or whether locations have experienced crashes in the past. No formal studies were conducted, but there is on-going traffic pattern and crash data collected irrespective of driver characteristics.

9. Project Location and Design – Provide a list of construction projects that began during this reporting period. Using a map of the LPAs service area, identify project locations, and a brief description of the projects' benefits/burdens to affected populations. If possible, provide a map that overlays projects with the racial composition of affected neighborhoods.

Addendum D is the Environmental Justice (EJ) review, including map and analysis, of the Juanita Drive NE Ped/Bike Improvements Project (performed in 2017).

Name of Project	Date Project began	Project Description	Project Impacts
Simonds Road Overlay	Notice to Proceed: 6/1/2020 Surveying: 5/26/2020	Overlay on Simonds Road from NE 163 rd Pl to 92 nd Ave NE; replacing curb ramps to meet ADA requirements; improvements at 84 th Ave NE intersection, including Rectangular Rapid Flashing Beacon (RRFB), new curb ramps, narrowing the crossing of 84 th Ave NE on the north side of the intersection; re-channelization to add bike lanes on Simonds Rd in both directions, connecting to existing bike lanes on Simonds Rd/NE 170 th St.	Benefits: Improve roadway surface, ADA ramp compliance, connect bike lanes, establish multimodal travel options throughout project area. Burdens: Temporary traffic impacts offset by improvements
Pavement Inspection/Evaluation	9/2020; 10/2020 Amendment	Camera-based inspection of pavement condition city-wide. Amended to also include visual inspection for comparison of two methodologies.	Pavement inspection is critical for planning pavement preservation projects. Burden of completing two inspections is higher cost but could allow us to show that lower cost inspections are viable in the future.
Pavement Seal 2020	7/2020	Fiberized slurry seal and fiberized micro surfacing and incidental pavement marking on 8 miles of	Benefits: low-cost, low-impact preservation treatments reduce the need for expensive and disruptive paving projects in the

		city streets across three project areas.	future. Project impacts are four-to eight-hour road closures on project streets, and short-term increase in gravel present on roadway, which is offset by frequent sweeping.
Juanita Dr NE Ped/Bike Improvements	July 6, 2020 construction began; utility relocation began in last reporting period.	Part of Walkways & Waterways voter-approved bond measure: Juanita Drive NE is an existing minor arterial roadway with mostly one travel lane in each direction and asphalt shoulders. This safety project extends from NE 143 rd St to NE 170 th St and includes new sidewalk on the east side of the roadway; buffered bike lanes in each direction; bus stop improvements; road widening and added left turn storage at select locations; retaining walls, new stormwater infrastructure; improved street lighting; traffic signal modifications; water and sewer upgrades; asphalt concrete overlay; added markings and signage	Benefits: Multi-modal access and utilization improvements; lighting; ADA ramps; infrastructure upgrades Burdens: Temporary during construction: bus relocation, sidewalk replacement, detours, driveway/delivery access
68 th Ave NE Ped/Bike Improvements	March 22, 2021 construction began; utility relocation began last summer	Part of Walkways & Waterways voter-approved bond measure: 68 th Ave NE is an existing collector arterial roadway with mostly one travel lane in each direction and asphalt shoulders. This safety project extends from NE 182 nd St to 61 st PI NE and includes new continuous sidewalk the length of the project; bike lanes in each direction; new stormwater infrastructure; improved street lighting; water and sewer upgrades; asphalt concrete overlay; added markings and signage	Benefits: Multi-modal access and utilization improvements; lighting; ADA ramps; infrastructure upgrades Burdens: Temporary during construction: detours, driveway/delivery access
West Sammamish River Bridge Replacement	Construction began in last reporting period; ongoing	The W Sammamish River Bridge carried southbound traffic over the Sammamish River on 68 th Ave NE. The bridge was constructed in the 1930s and this project will replace it with a new structure. Work also includes replacing the approaches to the bridge between NE 170 th St and NE 175 th St. The	Benefits: Multi-modal access and utilization improvements; lighting; ADA ramps; infrastructure upgrades; improved aesthetics Burdens: Temporary during construction: bus relocation and sidewalk replacement impacts access

		project includes construction of new sidewalk and bike facilities; new signals and street lighting, and utility undergrounding.	
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10. Other Public Meetings – List other public meetings held during this reporting period. Identify efforts used to encourage citizen participation at those meetings. Detail dates, times, locations, attendance, and provide examples of outreach materials.

City Hall has been closed to the public since March 2020 and all meetings were virtual during the reporting period. Invitations to (virtual) Council meetings were sent via the City’s gov-delivery, via social media channels, and posted on the website. A message in Spanish was added to all electronic communications during this reporting period: *Si gusta comunicarse con la ciudad de Kenmore o revisar un documento en otro idioma, envíe su solicitud con su información de contacto a cityhall@kenmorewa.gov o llame al 425-398-8900.* This message is also displayed in a banner at the top of all City of Kenmore website pages and subpages.

City Council meetings are held regularly at 7pm on the 2nd, 3rd, and 4th Mondays of each month. Planning Commission meetings are generally held at 7pm on the 1st and 3rd Tuesday of each month, but meetings were suspended for most of 2020 due to COVID-19.

Select meetings (all virtual):

July 6, 2020	7:00pm	Community Listening Session re police policies in Kenmore
July 9, 2020	8:30am	Community Listening Session re police policies in Kenmore
July 27, 2020	7:00pm	Public Hearing on Accessory Dwelling Units (ADUs) in SF Zones
August 3, 2020	7:00pm	City Council meeting – Pandemic impacts to WSRB project on agenda
Aug. 11, 2020	6:30pm	Financial Sustainability Task Force Meeting
Aug. 24, 2020	5:30pm	Community Virtual Open House re Financial Sustainability Plan
Aug. 24, 2020	7:00pm	Financial Sustainability Task Force Meeting
Aug. 25, 2020	6:30pm	Financial Sustainability Task Force Meeting
Sept. 10, 2020	7:00pm	City Council meeting – Financial Sustainability TF recommendations
Oct. 26, 2020	7:00pm	City Council meeting – Consider adoption of Financial Sustainability Plan
Feb.-March 2020	Various	High visibility Safety vests giveaway
March 2, 2020	7:00pm	Sound Transit Kenmore Public Meeting (hosted by Sound Transit)
March 15, 2020	7:00pm	City Council Meeting – Discuss PW Site Selection Criteria

Identify members of the LPA’s transportation planning and/or advisory groups by race, color, and national origin

The City doesn’t have any transportation planning or advisory groups; engineering hires consultants to help with outreach and planning. There is nothing to report for this reporting period.

Specify methods used to collect demographic information from the transportation-related public meetings. (Self-identification surveys, notes by staff, etc.) Include summaries of Public Involvement Forms collected at each meeting, listing the demographics of those who attended by meeting.

No in-person meetings during this reporting period due to COVID-19 and City Hall being closed to the public, and staff didn’t take notes on attendees.

List any language assistance services requested. For which languages? Who provided the service? In addition, list vital documents translated during the reporting period and identify the languages.

No language assistance services were requested during the reporting period. A Spanish language phrase was added to the website in a banner that appears on every page, providing a phone number and email address to contact if a person wants to communicate with the City of Kenmore or request a document in another language.

11. Transportation-related Construction and Consultant Contracts (if applicable) – Briefly describe the process used to advertise and award construction contracts during this reporting period. Include the process for negotiated contracts (e.g., consultants).

Advertised in March 2020 for pavement sealing; work performed in August. The project was advertised in local newspapers (Seattle Times and Daily Journal of Commerce). Plans were posted on Builder's Exchange of Washington. No special other outreach was performed. Title VI language was in the advertisement. Selection was made based on lowest responsible bidder per state law.

68th Ave NE project was advertised in Seattle Times and Daily Journal of Commerce for 2 weeks. Title VI language was in the advertisement. Call for bids defines how we accept bids. Project was listed in Builder's Exchange for 68th Ad – Oct 27th; opened Dec. 8th; awarded January 21st. The City provided information responses to 3rd party companies who advertise more widely throughout the state for wider exposure. "Plan holders" def. on builder's exchange. "ContractorPlanCenter.com"; "constructconnect.com" were the 3rd party companies. Selection was made based on lowest responsible bidder per state law.

12. Describe the actions taken to promote construction contractor/consultant compliance with Title VI by construction contractors/consultants, including monitoring and review processes, and their outcomes/status (e.g. what Title VI language was included in contracts and agreements; were contractors and consultants reviewed to ensure compliance; what Title VI responsibilities are explained to contractors and consultants?)

The following Title VI language was included in all construction contracts:

Discrimination in all phases of contracted employment, contracting activities and training is prohibited by Title VI of the Civil Rights Act of 1964, Section 162(a) of the Federal-Aid Highway Act of 1973, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, the Justice System Improvement Act of 1979, the American with Disabilities Act of 1990, the Civil Rights Restoration Act of 1987, 49 CFR Part 21, RCW 49.60 and other related laws and statutes.

Title VI Responsibilities

During the performance of this Contract, the Contractor, for itself, its assignees and successors in interest (hereinafter referred to as the "Contractor") agrees as follows:

1. Compliance With Regulations – The Contractor shall comply with the Regulations relative to nondiscrimination in federally assisted programs of the Department of Transportation (hereinafter DOT), Title 49, Code of Federal Regulations, part 21, as they may be amended from time to time, (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this Contract.
2. Nondiscrimination – The Contractor, with regard to the Work performed by it during the Contract, shall not discriminate on the grounds of race, color, sex, or national origin in the selection and retention of Subcontractors, including procurement of materials and leases of equipment. The Contractor shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices when the Contract covers a program set forth in Appendix B of the Regulations.
3. Solicitations for Subcontracts, Including Procurement of Materials and Equipment – In all solicitations either by competitive bidding or negotiations made by the Contractor for Work to be performed under a subcontract, including procurement of materials or leases of equipment, each potential Subcontractor or supplier shall be notified by the Contractor of the Contractor's obligations under this Contract and the Regulations relative to nondiscrimination on the ground of race, color, sex, or national origin.
4. Information and Reports – The Contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Washington State Department of Transportation or the

Federal Highway Administration to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of a Contractor is in the exclusive possession of another who fails or refuses to furnish this information, the Contractor shall so certify to the Washington State Department of Transportation, or the Federal Highway Administration as appropriate, and shall set forth what efforts it has made to obtain the information.

5. Sanctions for Noncompliance – In the event of the Contractor’s noncompliance with the nondiscrimination provisions of this Contract, the Washington State Department of Transportation shall impose such Contract sanctions as it or the Federal Highway Administration may determine to be appropriate, including, but not limited to:

a. Withholding of payments to the Contractor under the Contract until the Contractor complies, and/or;

b. Cancellation, termination, or suspension of the Contract, in whole or in part.

6. Incorporation of Provisions – The Contractor shall include the provisions of paragraphs (1) through (5) in every subcontract, including procurement of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto. The Contractor shall take such action with respect to any Subcontractor or procurement as the Washington State Department of Transportation or the Federal Highway Administration may direct as a means of enforcing such provisions including sanctions for noncompliance.

Provided, however, that in the event a Contractor becomes involved in, or is threatened with, litigation with a Subcontractor or supplier as a result of such direction, the Contractor may request the Washington State Department of Transportation enter into such litigation to protect the interests of the state and, in addition, the Contractor may request the United States to enter into such litigation to protect the interests of the United States.

Payments to contractors are monitored; Engineers and consultants work in conjunction with the General Contractor to make sure they will meet Condition of Award. No other specific reviews were performed to ensure compliance.

13. List construction, right-of-way, and consultant contracts with your LPA/MPO/entity for this report period with dollar value of each. Identify funding sources (federal, state, local, other), and how many were awarded to certified disadvantaged contractors (as a prime contractor/consultant).

Contract No.	Date Executed	Consultant / Contractor - Disadvantaged?	Description	Amount	Funding Sources
19-C1977 Change Order 1-10	4/30/2020 – 1/28/2021	Ceccanti, Inc.	Add/adjust formliner, drone videos, misc. structural supports, sidewalk on east side of 68 th , move traffic to NB bridge, drainage at Rhododendron Park, 170 th signal modifications, add pedestrian curb and sidewalk scoring	\$1,161,747.24	BRAC (federal) TIB (state) STP (federal) CWA (state) Utilities (local) Local
20-C2135	3/10/2021	Northshore Utility District (NUD)	Interlocal Agmt. for 68 th Ave NE Ped/Bike Safety	\$2,656,737.00*	N/A

		N/A	Improvements Project; reimbursement from NUD to City		
20-C2168	7/31/2020	Intermountain Slurry Seal, Inc. No	2020 Pavement Preservation Project	\$526,526.00	Local
20-C2219	9/18/2020	Kimley-Horn and Assoc., Inc. No	Pavement Evaluation using windshield-mounted smartphone to capture georeferenced imagery	\$12,000	Local
20-C2219 Amend. 1	10/30/2020	Kimley-Horn and Assoc., Inc. No	Added pavement condition index, or in-person visual inspection	Modification of original to \$41,600.00	Local
21-C2691	2/1/2021	Northshore Senior Center (NSC) N/A	Funding provided from COK to NSC to support seniors and persons with disabilities transportation program	Up to \$8,000 per year in 2021 & 2022	Local
21-A2698	1/26/2021	Jacobs Engineering No	Supplemental Agmt. to modify 15-C1411 to incl additional Project Mgmt, Geotechnical Monitoring, Fish Monitoring, Design Changes during construction	\$137,098.00	State
21-C2706	Not yet executed	TBD	Local Road Safety Plan (LRSP) Signing Project – Construction	TBD	HSIP (Federal)
20-C2143	2/11/2021	KLB Construction, Inc.	68 th Ave NE Ped/Bike Safety Improvements Project	\$8,904,743.47	Local, WA Dept. of Ecology, Northshore Utility District, 2016 Walkways & Waterways Voter-Approved Bonds

14. Education & Training – Describe actions taken to promote Title VI compliance through education and trainings, including monitoring and review processes, and their outcomes/status.

This is a growth area. The City will have a new position of Human Resources Director added to staffing in late April 2021, and Title VI Coordination eventually will move to her department.

List Title VI training/webinars your Title VI Coordinator attended this reporting period. Include dates and entity that conducted the training.

No specific Title VI training during this reporting period.

When was Title VI internal training provided to staff? Who conducted the training? What was the subject of the training? Provide the job titles and race/color/national origin of attendees.

This is a growth area. No other specific training on Title VI was provided to staff during the reporting period.

List other civil rights training conducted locally. Provide dates and a list of participants by job title and Title VI role, if applicable.

Diversity, Equity, and Inclusion (DEI) training was held via Zoom and the entire City Staff participated on (one of) these dates: 12/9/2020 and 12/10/2020. "The Root of Us LLC", led by Fernell Miller, conducted the training.

On 7/30/2020, 8/6/2020 and 8/13/2020, Janet Quinn, Admin Specialist and Title VI Engineering Dept and Lead Liaison, participated in a webinar titled, "Black Minds Matter" led by Dr. Luke Wood.

Title VI Goals for Upcoming Year

What area(s) of Title VI does your agency plan to focus on in the upcoming year? Describe by particular program area what your agency hopes to accomplish. Include any significant problem areas to focus on and plans to address those.

1. Establish a new Human Resources Department (HR), and transfer Title VI responsibilities to HR. This month (April 2021) we have just hired our first Human Resources Director, whose duties will include oversight of the City's Title VI Program and the City Diversity, Equity, and Inclusion (DEI) Initiative.
2. Implement Diversity, Equity, and Inclusion Policy.
On September 14, 2020, Kenmore City Council passed Resolution No. 20-348, "Approving a framework to develop and implement policies that foster and create a safe, inclusive, and welcoming community through continued actions that improve diversity, equity, and inclusion."
This Resolution is included as **Exhibit 4**. This initiative dovetails with Title VI, and components of it include:
 - a. Developing a Diversity, Equity, and Inclusion Policy and implementation strategy;
 - b. Developing human resource strategies to increase recruitment and retention of a diverse workforce; and,
 - c. Creating a staff diversity, equity, and inclusion (DEI) committee to oversee DEI implementation measures for the organization.
3. Analyze 2020 Census Data to better understand Kenmore's demographics and languages spoken in limited English proficiency households (per data noted in Question 3 of the report).
4. Translate vital documents and make them available on the City of Kenmore website.
5. Work on ADA Transition Plan.

The United States Department of Transportation (USDOT) Standard Title VI/Non-Discrimination

Assurances

DOT Order No. 1050.2A

The City of Kenmore (herein referred to as the "Recipient"), **HEREBY AGREES THAT**, as a condition to receiving any Federal financial assistance from the U.S. Department of Transportation (DOT), through Washington State Department of Transportation (WSDOT), is subject to and will comply with the following:

Statutory/Regulatory Authorities

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin);
- 49 C.F.R. Part 21 (entitled Non-discrimination In Federally-Assisted Programs Of The Department Of Transportation-Effectuation Of Title VI Of The Civil Rights Act Of 1964);
- 28 C.F.R. section 50.3 (U.S. Department of Justice Guidelines for Enforcement of Title VI of the Civil Rights Act of 1964);

The preceding statutory and regulatory cites hereinafter are referred to as the "Acts" and "Regulations," respectively.

General Assurances

In accordance with the Acts, the Regulations, and other pertinent directives, circulars, policy, memoranda, and/or guidance, the Recipient hereby gives assurance that it will promptly take any measures necessary to ensure that:

"No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity, "for which the Recipient receives Federal financial assistance from DOT, including the Washington State Department of Transportation.

The Civil Rights Restoration Act of 1987 clarified the original intent of Congress, with respect to Title VI and other Non-discrimination requirements (The Age Discrimination Act of 1975, and Section 504 of the Rehabilitation Act of 1973), by restoring the broad, institutional-wide scope and coverage of these non-discrimination statutes and requirements to include all programs and activities of the Recipient, so long as any portion of the program is Federally assisted.

Specific Assurances

More specifically, and without limiting the above general Assurance, the Recipient agrees with and gives the following Assurances with respect to its Federally assisted program:

1. The Recipient agrees that each "activity," "facility," or "program," as defined in §§ 21.23(b) and 21.23(e) of 49 C.F.R. § 21 will be (with regard to an "activity") facilitated, or will be (with regard

to a "facility") operated, or will be (with regard to a "program") conducted in compliance with all requirements imposed by, or pursuant to the Acts and the Regulations.

2. The Recipient will insert the following notification in all solicitations for bids, Requests For Proposals for work, or material subject to the Acts and the Regulations made in connection with all Federal-Aid Highway Programs and, in adapted form, in all proposals for negotiated agreements regardless of funding source:

"The City of Kenmore, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award."

3. The Recipient will insert the clauses of Appendix A and E of this Assurance in every contract or agreement subject to the Acts and the Regulations.
4. The Recipient will insert the clauses of Appendix B of this Assurance, as a covenant running with the land, in any deed from the United States effecting or recording a transfer of real property, structures, use, or improvements thereon or interest therein to a Recipient.
5. That where the Recipient receives Federal financial assistance to construct a facility, or part of a facility, the Assurance will extend to the entire facility and facilities operated in connection therewith.
6. That where the Recipient receives Federal financial assistance in the form, or for the acquisition of real property or an interest in real property, the Assurance will extend to rights to space on, over, or under such property.
7. That the Recipient will include the clauses set forth in Appendix C and Appendix D of this Assurance, as a covenant running with the land, in any future deeds, leases, licenses, permits, or similar instruments entered into by the Recipient with other parties:
 - a. for the subsequent transfer of real property acquired or improved under the applicable activity, project, or program; and
 - b. for the construction or use of, or access to, space on, over, or under real property acquired or improved under the applicable activity, project, or program.
8. That this Assurance obligates the Recipient for the period during which Federal financial assistance is extended to the program, except where the Federal financial assistance is to provide, or is in the form of, personal property, or real property, or interest therein, or structures or improvements thereon, in which case the Assurance obligates the Recipient, or any transferee for the longer of the following periods:

- a. the period during which the property is used for a purpose for which the Federal financial assistance is extended, or for another purpose involving the provision of similar services or benefits; or
 - b. the period during which the Recipient retains ownership or possession of the property.
9. The Recipient will provide for such methods of administration for the program as are found by the Secretary of Transportation or the official to whom he/she delegates specific authority to give reasonable guarantee that it, other recipients, sub-recipients, sub-grantees, contractors, subcontractors, consultants, transferees, successors in interest, and other participants of Federal financial assistance under such program will comply with all requirements imposed or pursuant to the Acts, the Regulations, and this Assurance.
10. The Recipient agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the Acts, the Regulations, and this Assurance.

By signing this ASSURANCE, the City of Kenmore also agrees to comply (and require any sub-recipients, sub-grantees, contractors, successors, transferees, and/or assignees to comply) with all applicable provisions governing the Washington State Department of Transportation access to records, accounts, documents, information, facilities, and staff. You also recognize that you must comply with any program or compliance reviews, and/or complaint investigations conducted by the Washington State Department of Transportation. You must keep records, reports, and submit the material for review upon request to Washington State Department of Transportation, or its designee in a timely, complete, and accurate way. Additionally, you must comply with all other reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance.

The City of Kenmore gives this ASSURANCE in consideration of and for obtaining any Federal grants, loans, contracts, agreements, property, and/or discounts, or other Federal-aid and Federal financial assistance extended after the date hereof to the recipients by the U.S. Department of Transportation under the Federal Highway Administration. This ASSURANCE is binding on Washington State Department of Transportation, other recipients, sub-recipients, sub-grantees, contractors, subcontractors and their subcontractors', transferees, successors in interest, and any other participants in the Federal-Aid Highway Program. The person(s) signing below is authorized to sign this ASSURANCE on behalf of the Recipient.

The City of Kenmore
(Name of Recipient)

by RS Karlij
(Signature of Authorized Official)

DATED 4-28-2021

APPENDIX A

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees as follows:

1. **Compliance with Regulations:** The contractor (hereinafter includes consultants) will comply with the Acts and the Regulations relative to Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation, Washington State Department of Transportation, as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.
2. **Non-discrimination:** The contractor, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor will not participate directly or indirectly in the discrimination prohibited by the Acts and the Regulations, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR Part 21.
3. **Solicitations for Subcontracts, Including Procurements of Materials and Equipment:** In all solicitations, either by competitive bidding, or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the contractor of the contractor's obligations under this contract and the Acts and the Regulations relative to Non-discrimination on the grounds of race, color, or national origin.
4. **Information and Reports:** The contractor will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Recipient or the Washington State Department of Transportation to be pertinent to ascertain compliance with such Acts, Regulations, and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish the information, the contractor will so certify to the Recipient or the Washington State Department of Transportation, as appropriate, and will set forth what efforts it has made to obtain the information.
5. **Sanctions for Noncompliance:** In the event of a contractor's noncompliance with the Non-discrimination provisions of this contract, the Recipient will impose such contract sanctions as it or the Washington State Department of Transportation may determine to be appropriate, including, but not limited to:
 - a. withholding payments to the contractor under the contract until the contractor complies; and/or
 - b. cancelling, terminating, or suspending a contract, in whole or in part.
6. **Incorporation of Provisions:** The contractor will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment,

unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The contractor will take action with respect to any subcontract or procurement as the Recipient or the Washington State Department of Transportation may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the contractor becomes involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, the contractor may request the Recipient to enter into any litigation to protect the interests of the Recipient. In addition, the contractor may request the United States to enter into the litigation to protect the interests of the United States.

APPENDIX B

CLAUSES FOR DEEDS TRANSFERRING UNITED STATES PROPERTY

The following clauses will be included in deeds effecting or recording the transfer of real property, structures, or improvements thereon, or granting interest therein from the United States pursuant to the provisions of Assurance 4:

NOW, THEREFORE, the U.S. Department of Transportation as authorized by law and upon the condition that the City of Kenmore will accept title to the lands and maintain the project constructed thereon in accordance with Title 23, United States Code, the Regulations for the Administration of Washington State Department of Transportation, and the policies and procedures prescribed by the Federal Highway Administration of the U.S. Department of Transportation in accordance and in compliance with all requirements imposed by Title 49, Code of Federal Regulations, U.S. Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation pertaining to and effectuating the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252; 42 U.S.C. § 2000d to 2000d-4), does hereby remise, release, quitclaim and convey unto the the City of Kenmore all the right, title and interest of the U.S. Department of Transportation in and to said lands described in Exhibit A attached hereto and made a part hereof.

(HABENDUM CLAUSE)

TO HAVE AND TO HOLD said lands and interests therein unto the City of Kenmore and its successors forever, subject, however, to the covenants, conditions, restrictions and reservations herein contained as follows, which will remain in effect for the period during which the real property or structures are used for a purpose for which Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits and will be binding on the City of Kenmore, its successors and assigns.

The City of Kenmore, in consideration of the conveyance of said lands and interests in lands, does hereby covenant and agree as a covenant running with the land for itself, its successors and assigns, that (1) no person will on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination with regard to any facility located wholly or in part on, over, or under such lands hereby conveyed [,] [and]* (2) that the City of Kenmore will use the lands and interests in lands and interests in lands so conveyed, in compliance with all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, U.S. Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation, Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations and Acts may be amended [, and (3) that in the event of breach of any of the above-mentioned non-discrimination conditions, the Department will have a right to enter or re-enter said lands and facilities on said land, and that above described land and facilities will thereon revert to and vest in and become the absolute property of the U.S. Department of Transportation and its assigns as such interest existed prior to this instruction].*

(*Reverter clause and related language to be used only when it is determined that such a clause is necessary in order to make clear the purpose of Title VI.)

APPENDIX C

CLAUSES FOR TRANSFER OF REAL PROPERTY ACQUIRED OR IMPROVED UNDER THE ACTIVITY, FACILITY, OR PROGRAM

The following clauses will be included in deeds, licenses, leases, permits, or similar instruments entered into by the City of Kenmore pursuant to the provisions of Assurance 7(a):

- A. The (grantee, lessee, permittee, etc. as appropriate) for himself/herself, his/her heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree [in the case of deeds and leases add "as a covenant running with the land"] that:
 - 1. In the event facilities are constructed, maintained, or otherwise operated on the property described in this (deed, license, lease, permit, etc.) for a purpose for which a U.S. Department of Transportation activity, facility, or program is extended or for another purpose involving the provision of similar services or benefits, the (grantee, licensee, lessee, permittee, etc.) will maintain and operate such facilities and services in compliance with all requirements imposed by the Acts and Regulations (as may be amended) such that no person on the grounds of race, color, or national origin, will be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities.
- B. With respect to licenses, leases, permits, etc., in the event of breach of any of the above Non-discrimination covenants, the City of Kenmore will have the right to terminate the (lease, license, permit, etc.) and to enter, re-enter, and repossess said lands and facilities thereon, and hold the same as if the (lease, license, permit, etc.) had never been made or issued.*
- C. With respect to a deed, in the event of breach of any of the above Non-discrimination covenants, the City of Kenmore will have the right to enter or re-enter the lands and facilities thereon, and the above described lands and facilities will there upon revert to and vest in and become the absolute property of the City of Kenmore and its assigns.*

(*Reverter clause and related language to be used only when it is determined that such a clause is necessary to make clear the purpose of Title VI.)

APPENDIX D

CLAUSES FOR CONSTRUCTION/USE/ACCESS TO REAL PROPERTY ACQUIRED UNDER THE ACTIVITY, FACILITY OR PROGRAM

The following clauses will be included in deeds, licenses, permits, or similar instruments/agreements entered into by the City of Kenmore pursuant to the provisions of Assurance 7(b):

- A. The (grantee, licensee, permittee, etc., as appropriate) for himself/herself, his/her heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree (in the case of deeds and leases add, "as a covenant running with the land") that (1) no person on the ground of race, color, or national origin, will be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities, (2) that in the construction of any improvements on, over, or under such land, and the furnishing of services thereon, no person on the ground of race, color, or national origin, will be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination, (3) that the (grantee, licensee, lessee, permittee, etc.) will use the premises in compliance with all other requirements imposed by or pursuant to the Acts and Regulations, as amended, set forth in this Assurance.
- B. With respect to (licenses, leases, permits, etc.), in the event of breach of any of the above Non-discrimination covenants, the City of Kenmore will have the right to terminate the (license, permit, etc., as appropriate) and to enter or re-enter and repossess said land and the facilities thereon, and hold the same as if said (license, permit, etc., as appropriate) had never been made or issued.*
- C. With respect to deeds, in the event of breach of any of the above Non-discrimination covenants, the City of Kenmore will there upon revert to and vest in and become the absolute property of the City of Kenmore and its assigns.*

(*Reverter clause and related language to be used only when it is determined that such a clause is necessary to make clear the purpose of Title VI.)

APPENDIX E

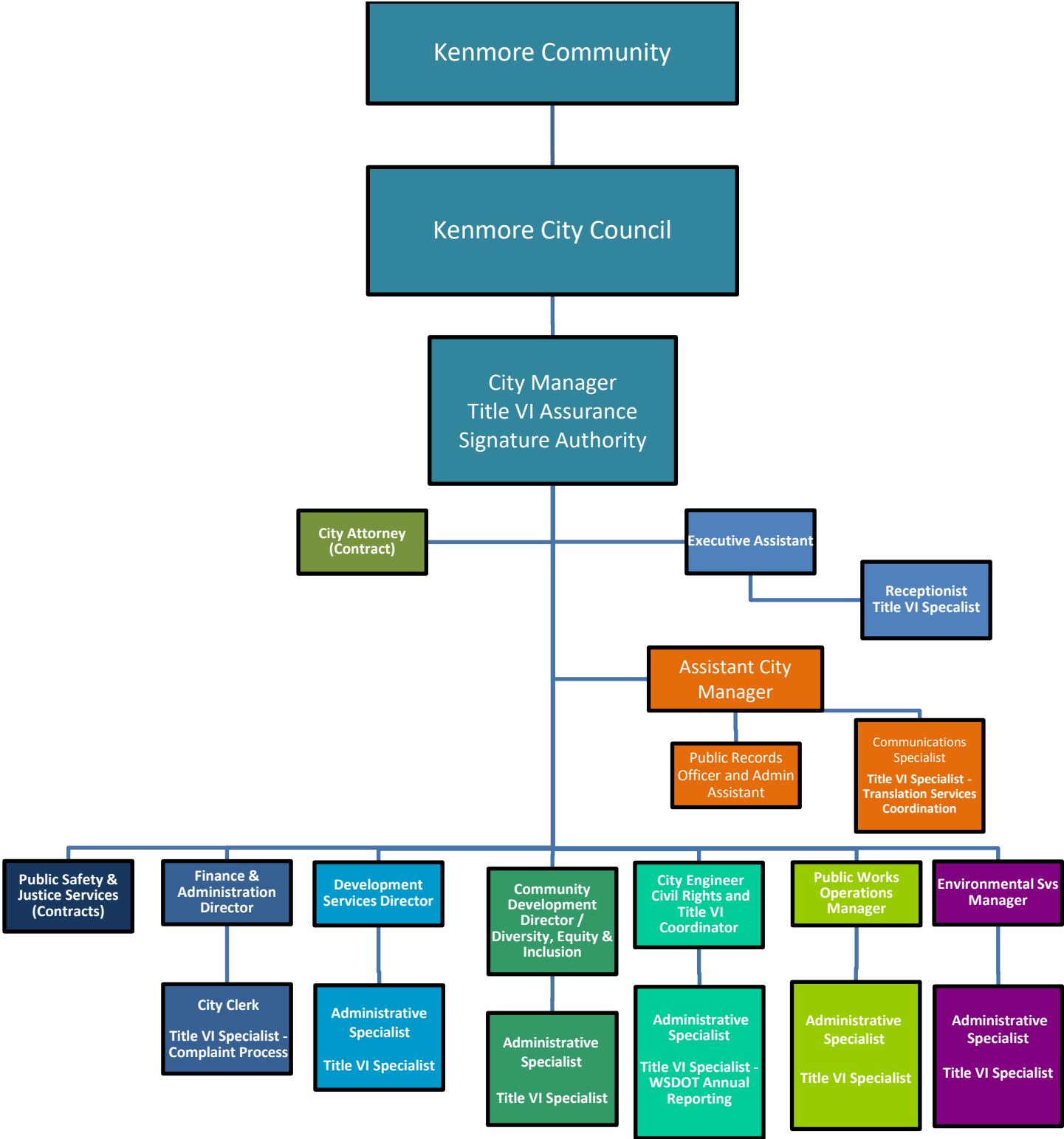
During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

Pertinent Non-Discrimination Authorities:

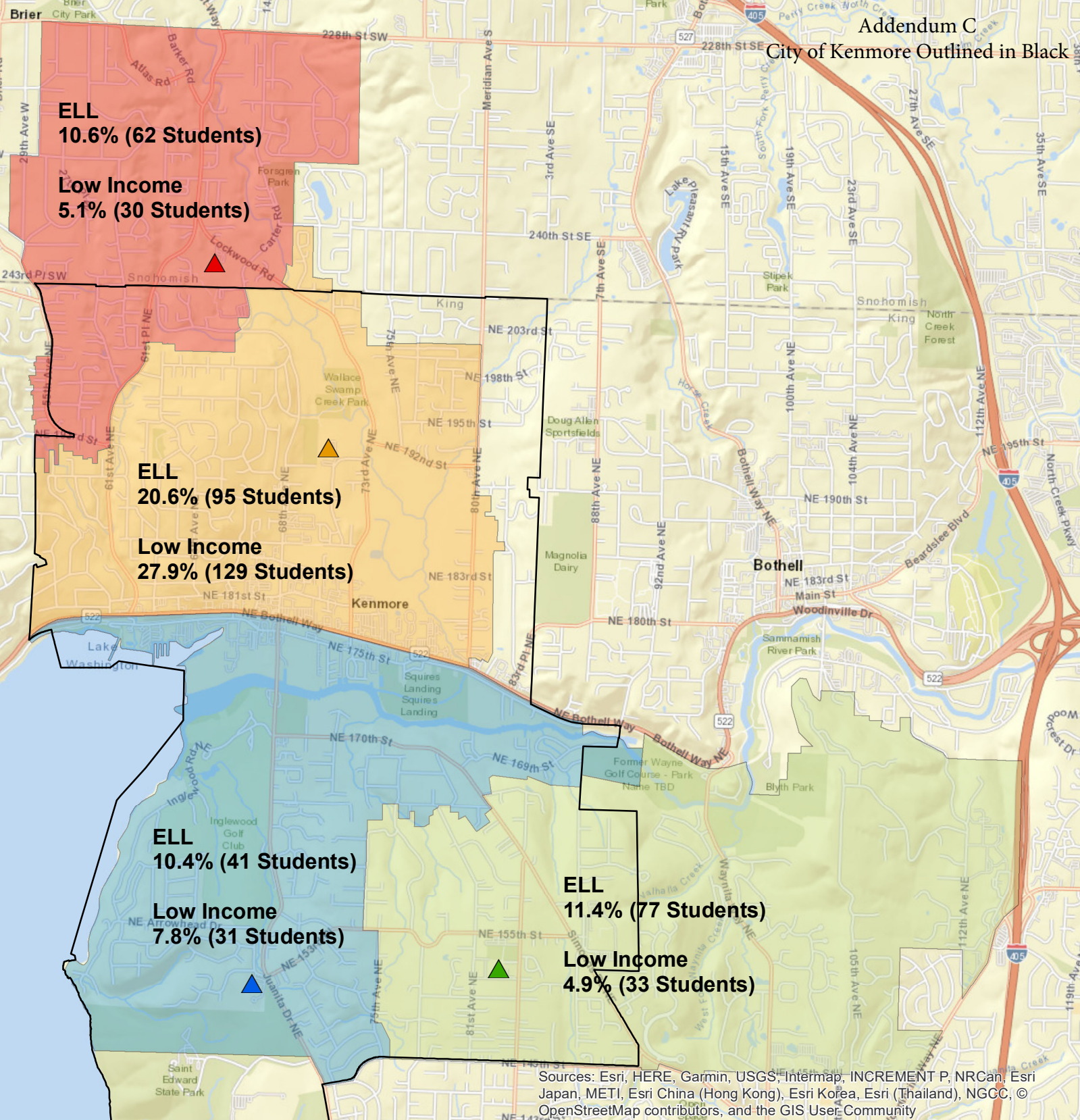
- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21.
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), (prohibits discrimination on the basis of sex);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131-12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38;
- The Federal Aviation Administration's Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures Non-discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of Limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq).

CITY OF KENMORE

2019-2020 Title VI Organizational Chart



Title VI Specialist is the point of contact for the department, with responsibility for coordinating community outreach for the department.
 Translation Services Coordinator works with departments when written translations and interpreter services are needed.
 Complaint Process: Initial intake of Title VI complaints. Investigation process is overseen by Civil Rights/Title VI Coordinator.
 Annual Reporting refers to the compilation of information reported annually to WSDOT.
 Diversity, Equity, & Inclusion is still in early phases of development.



Sources: Esri, HERE, Garmin, USGS, Intermap, INCREMENT P, NRCan, Esri Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Thailand), NGCC, © OpenStreetMap contributors, and the GIS User Community

English Language Learners (ELL) and Low-Income Students in Kenmore Elementary Schools by Percent (%) and Number of Students

- School Service Area**
- Arrowhead Elementary Service Area
 - Kenmore Elementary Service Area
 - Lockwood Elementary Service Area
 - Moorlands Elementary Service Area



0 0.25 0.5 Miles

Data provided by Northshore School District.
Map prepared by City of Kenmore staff.

Technical Memorandum



To: City of Kenmore – Kent Vaughan, PE
From: HDR – Stephanie Forman, PE; Grant Ivison-Lane; and Marissa Gifford, AICP
Date: Wednesday, November 01, 2017
Subject: Environmental Justice Memo: Juanita Drive NE Pedestrian and Bicycle Improvements Project, CIP Project T-41

1.0 Introduction

The City of Kenmore plans to add sidewalks and bike lanes along a 1.5-mile-long portion of Juanita Drive NE to improve pedestrian and cyclist safety as part of the Juanita Drive NE Pedestrian and Bicycle Improvements Project (“project”). The majority of the project is within the City of Kenmore along Juanita Drive NE; a small portion (approximately 250 feet) of the project is located within the City of Kirkland. The City of Kenmore received funding to complete the project through a bond measure known as “Proposition 1 Walkways & Waterways Improvements”, and also will be pursuing state and federal grant monies for project construction. This memorandum evaluates potential impacts to environmental justice from the project in accordance with state and federal regulations, and supplements the environmental justice section of the Washington State Department of Transportation (WSDOT) Local Agency Environmental Classification Summary (ECS) Form. Right-of-way acquisition related to the project triggers the need for this additional documentation.

2.0 Project Description

The City of Kenmore will fully develop out the Juanita Drive NE multimodal corridor improvements between NE 143rd Street and NE 170th Street. The purpose of this project is to provide continuous, and safe pedestrian and bicycle facilities along Juanita Drive NE. With up to 80 bicycles a day, intermixed with an average of 9,400 daily vehicles, an upgrade to a complete street with multimodal elements is required to improve safety and congestion.

Juanita Drive NE serves as one of the City’s few north-south connections, providing access between downtown Kenmore, the State Route 522 corridor, the Burke-Gilman Trail, Bastyr University, St. Edwards State Park, Rhododendron Park, the Kenmore Senior Center, Arrowhead Elementary School, and numerous residential neighborhoods. Additionally, Juanita Drive NE is part of the Lake Washington Loop, one of the region’s most popular recreational cycling routes. Improved bicycle and pedestrian facilities will enhance transportation options for residents and commuters along the Juanita Drive NE corridor from downtown Kenmore to the Juanita Village and Totem Lake neighborhoods in Kirkland. Project construction is anticipated to begin at the earliest in first quarter of 2019, and at the latest in third quarter of 2020.

3.0 Applicability

The U.S. Environmental Protection Agency (EPA) defines environmental justice as “...*the fair treatment and meaningful involvement of all people regardless of race, color, national origin, or income with respect to the development, implementation, and enforcement of environmental laws, regulations, and policies. ...It will be achieved when everyone enjoys the same degree of protection from environmental and health hazards and equal access to the decision-making process to have a healthy environment in which to live, learn, and work*” (2017a).

Environmental justice populations refer to minority and low-income groups and individuals. For the purposes of this environmental justice evaluation, the definitions of minority and low-income were based on guidance from WSDOT and Federal Highway Administration (FHWA). The WSDOT Environmental

Procedures Manual (2017) defines minority as a group or individual in one or more of the following categories:

- American Indian or Alaskan Native (anyone of the original peoples of North America who maintains cultural identification through tribal affiliation or community recognition).
- Asian/Pacific Islander (anyone from the Far East, Southeast Asia, Pacific Islands, the Indian sub-continent, and native Hawaiians).
- Black or African American (anyone of the black racial groups of Africa).
- Hispanic or Latino (anyone with Spanish culture or origin, regardless of race).
- Low-income (households below the federally designated poverty level as defined the U.S. Health and Human Services)

In addition to considering the rights of minorities and low-income populations, environmental justice seeks to provide equal access to transportation-related decisions and processes for all people including equal participation in the public involvement process for people who may have limited English proficiency (LEP). The WSDOT Environmental Procedures Manual defines LEP as Individuals who do not speak English as their primary language and who have a limited ability to read, speak, write, or understand English (WSDOT 2017).

4.0 Existing Conditions Summary

A 0.5-mile environmental justice study area from the project alignment was used per WSDOT guidance (2016) (Figure 1). Environmental justice populations were identified using available data from the U.S. Census 2010 Summary Report (U.S. Census Bureau 2010) and the American Community Survey Summary Report for 2010-2015 (U.S. Census Bureau 2015). Tables 1 through 3 examine minority, low-income, and LEP populations within the study area.

Table 1. Minority Populations within 0.5-Mile of the Project Area

	Summary of Census 2010 Summary Report	Summary of ACS Estimates (2010-2015)
Population	6,537	1,911
Minority Population	1,239	212
% Minority	19%	11%
Population by Race (One Race)		
White	5,447 (83%)	1,738 (91%)
Black	141 (2%)	0 (0%)
American Indian	28 (<1%)	4 (<1%)
Asian	573 (9%)	102 (5%)
Pacific Islander	8 (<1%)	0 (0%)
Some Other Race	79 (1%)	51 (3%)
Two or More Races	261 (4%)	16 (1%)
Total Hispanic Population	278 (4%)	98 (5%)

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Table 2. Households by Household Income

	Summary of ACS Estimates (2010-2015)
Household Income Base	2,629 (100%)
< \$15,000	215 (8%)
\$15,000 - \$25,000	174 (7%)
\$25,000 - \$50,000	294 (11%)
\$50,000 - \$75,000	366 (14%)
\$75,000 +	1,581 (60%)

Note: The 2017 Federal Poverty for a family of 2 is \$16,240 (ASPE 2017).

Table 3. Population 5+ Years by Ability to Speak English (LEP Populations)

	Summary of ACS Estimates (2010-2015)
Total	6,155 (100%)
Speak only English	5,255 (85%)
Non-English at Home ¹⁺²⁺³⁺⁴	900 (15%)
¹ Speaks English “very well”	597 (10%)
² Speaks English “well”	244 (4%)
³ Speaks English “not well”	51 (1%)
⁴ Speaks English “not at all”	7 (<1%)
³⁺⁴ Speaks English “less than well”	58 (1%)
²⁺³⁺⁴ Speaks English “less than very well”	302 (5%)

Note: Per WSDOT Guidance populations who speak English “Less than Well” are considered LEP.

4.2 Schools

Arrowhead Elementary School is located along Juanita Drive NE. A breakdown of the minority and low-income population (approximated by Free and Reduced – Price Meal Participation) and a comparison of the overall demographics of the Northshore School District are provided below (Table 4).

Table 4. Arrowhead Elementary School compared to Northshore School District Demographic Data

Student Demographic Information	Arrowhead Elementary School		Northshore School District	
	Enrollment	Percentage	Enrollment	Percentage
White	288	67%	13,048	59.5%
Hispanic or Latino	47	11%	2,746	12.5%
American Indian and Alaskan Native	1	0.2%	70	0.3%
Black or African American	10	2.3%	416	1.9%
Asian	38	8.9%	3,692	16.8%
Native Hawaiian and Other Pacific Islander	1	0.2%	51	0.2%
Two or More Races	42	9.8%	1,889	8.6%
Free or Reduced – Price Meal Participation	58	13.6%	3,063	13.9%
Transitional Bilingual Education	36	8.5% ^A	1,715	7.8%

Source: OSPI 2017. Note numbers have been adjusted to account for rounding.

^A While ACS data shows LEP populations in the study are 1% of the population, the transition bilingual education percentage of 8.5% exceeds the WSDOT LEP threshold and requires LEP population reporting within the study area.

4.3 Subsidized Housing

The Green Leaf Apartments are located near the intersection of 170th Street and Juanita Drive NE. These apartments are subsidized by the King County Housing Authority. The community consists of 22 two-bedroom units and 5 three-bedroom units. The community consists of families, seniors age 55+, and individuals living with disabilities.

5.0 Impacts

To evaluate disproportionate impacts to environmental justice populations, the “EJ Evaluation Process for CE level projects flow chart” (WSDOT 2016) was followed in detail below. This list is not exhaustive, but examines the most common temporary or permanent adverse effects from construction projects on environmental justice populations.

Will there be dust and/or nighttime noise during construction?

Dust can occur on the project site during construction in the dry, summer months. Dust will be controlled by implementing best management practices (BMPs) in accordance with the Temporary Erosion and Sediment Control Plan and Stormwater Pollution Prevention Plan for the project. Examples of BMPs that could be implemented to control dust for this project are plastic sheeting on slopes and soil stockpiles, water spraying on disturbed surfaces, and the use of wood-fiber mulch, straw, or seed to stabilize exposed soil.

The project may require limited nighttime work on utilities and signal poles within the project site. Construction noise reduction measures will be implemented to minimize impact on surrounding residences during nighttime construction. All construction noise will follow Kenmore City Code noise regulations for construction (KCC 8.05.020 (F)). No disproportionate impacts to environmental justice populations are anticipated from any night construction in the project area.

Will the project require long (10 miles long or lasting more than 2 weeks) detours?

It is anticipated that one lane in each direction will remain open for the duration of construction. The project may require infrequent full road closures along Juanita Drive NE (not lasting more than 2 weeks at any one time). During these closures a detour plan will be used. Since the project length is 1.5 miles, it is unlikely that a long detour will be required. As there are similar businesses located to the north and south of the detour within the City of Kenmore and Kirkland, separation from such services are not anticipated. There are no hospitals or other essential services in the vicinity, so changes in travel time to emergency destinations are not anticipated. Travel time to Arrowhead Elementary may be increased during road or lane closures, but will not disproportionately affect environmental justice populations.

Will persons or businesses be relocated or displaced?

No persons or businesses will be displaced for the proposed project; however several temporary construction easements will be required from residential and commercial properties to install driveway transition construction. Partial strip take acquisitions will be required from 8 properties fronting Juanita Drive as well as 1 total acquisition of a vacant parcel. The undeveloped property (Parcel 8718100080) is owned by King County Property Services, and is located just north of the intersection of Juanita Drive NE and NE 153rd Place will be acquired by the City for construction of a large stormwater detention facility. The parcel is zoned by the City of Kenmore as R6 (Residential 6 Dwellings per Acre). The strip take acquisitions would not result in persons or businesses being relocated or displaced. The acquisition will be in compliance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended.

Will the project isolate communities or degrade community cohesion?

Many census blocks in the study area were identified to contain linguistically isolated populations. The highest percent of linguistically isolated population is located 0.33 miles east of the project area (EPA 2017). This census block is 8% linguistically isolated, which places it in the 80th percentile for the nation. The transition bilingual education percentage at Arrowhead Elementary of 8.5% exceeds the WSDOT LEP threshold described in § 458.07 (1) of WSDOT's Environmental Manual.

Per the WSDOT Environmental Manual and the guidelines for determination available (WSDOT 2015), the following measures will be taken to assist LEP populations in the study area:

- Make every effort to provide services, either through translation or interpreter, prior to scheduled meetings, such as public hearings, or project meetings.
- Make every effort to provide services in a timely manner when a need has been identified.
- Pay for the translation of vital documents and interpreter services including summary newsletters, brochures, public notices for meetings and summary documents for open houses or environmental hearings. Interpreter services should be provided upon request for open houses and hearings.
- Provide translation or interpreter services upon request.

The project will improve community connection and cohesion through a new sidewalks and buffered bike lanes, and provide safe multimodal access for all populations.

Will there be permanent noise level increases?

The proposed project may result in a reduction of noise levels by increasing options for alternative modes of transit in the project area, such as cycling or walking. Improvements are not anticipated to measurably increase vehicular transit and related noise along Juanita Drive NE.

Will there be permanently degraded visual quality?

Some clearing of evergreen or deciduous trees will occur during construction of the proposed project. A corridor-wide landscape plan will be implemented as part of the project, which includes multiple vegetated buffers along the project area to increase the long-term visual quality of the landscape.

Will the project restrict access to social and/or emergency services?

No, as it is anticipated that one lane in each direction will remain open for the duration of construction. During infrequent full road closures a detour plan will be used.

Will the project restrict access to public transit?

There are two King County Metro routes with several bus stops serving the project area: Route 234 provides all day service, while Route 244 operates during the morning and evening peak commuting hours. Some bus stops for these routes along Juanita Drive NE will be relocated permanently as part of the proposed project. During construction temporary bus stops will be established adjacent to existing bus stop locations.

If full closures are required during construction a detour plan will be used for bus routes. These bus routes will follow the detour and then return to their normal route. King County Metro publishes information for routes that are affected by planned service revisions due to construction on their website, and also posts hard-copy notices at affected bus stops and transit centers prior to implementing service revisions. To address LEP individuals in the study area, King County Metro typically provides text in various languages at the bottom of signs and their websites directing to internal Metro translation services.

Are there adverse effects to other resources of particular interest to the community?

There are no adverse effects to other resources of particular interest within the project area.

6.0 Conclusion

This analysis has determined that the project does not have disproportionately high or adverse effects on identified environmental justice populations within the study area; therefore, this project has met the provisions of Executive Order 12898, as it is supported by Title VI of the Civil Rights Act.

The City of Kenmore assures that no person shall on the grounds of race, color, national origin, or sex, as provided by Title VI of the Civil Rights Act of 1964 as amended, and the Civil Rights Restoration Act of 1987 (P.L. 100.259) be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any of its federally funded programs and activities. The City of Kenmore will ensure that their Title VI plan is followed for this project.

7.0 Sources

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1.5 miles of new sidewalk and bike lanes are coming soon!

OTHER IMPROVEMENTS INCLUDE:

- ADA curb ramps
- Storm drainage conveyance, treatment and detention vaults
- New water and sewer main
- Landscaping and irrigation
- Paint striping and street signs
- Rectangular Rapid Flashing Beacon protected crosswalks
- Speed Feedback Signs
- Retaining walls
- Asphalt overlay!

ISN'T THIS EXCITING?!



Hank Heron

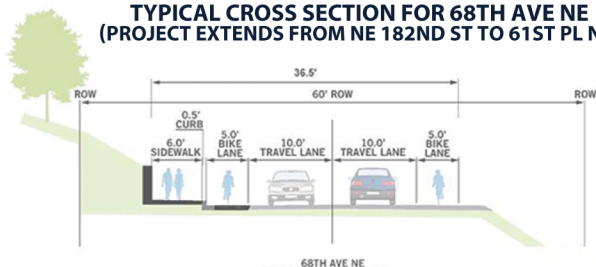


68th Avenue NE Pedestrian & Bicycle Improvements Project

A voter-approved Walkways & Waterways bond measure project

CONSTRUCTION TIMELINE: MARCH 2021 - FALL 2022
EXPECT SIGNIFICANT DELAYS AND DETOURS - CHOOSE ALTERNATE ROUTES

TYPICAL CROSS SECTION FOR 68TH AVE NE
(PROJECT EXTENDS FROM NE 182ND ST TO 61ST PL NE)



FUNDED IN PART BY:



Visit kenmoreconstruction.com or call 425-201-4147



walkways & waterways



Proyecto de mejorar peatones y bicicletas de 68th Avenue NE

Un proyecto aprobado por los votantes de bono para caminos y vías fluviales

¡Pronto llegarán 1.5 millas de nuevas banquetas y carriles para bicicletas!

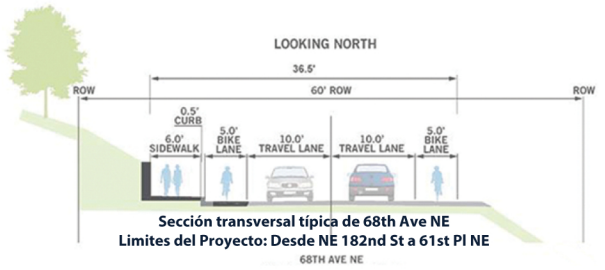
OTROS BENEFICIOS INCLUYEN:

Rampas de ADA; Bóvedas de detención, tratamiento y retención de drenaje; Nueva tubería para agua y albañal; Diseño de jardín y irrigación; Nuevas rayas y letreros de calles; Pasos peatonales protegidos por guías; rectangulares Señales que les dan su velocidad; Muro de contención; Recubrimiento de asfalto.



Periodo de construcción: Marzo 2021 - Otoño 2022

Espere retrasos y desvíos significativos: elija rutas alternativas



Visite kenmoreconstruction.com o llame al 425-201-4147

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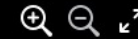
City of Kenmore
18120 68th Ave NE
Kenmore, WA 98028

GRATIS PARA RESIDENTES DE KENMORE
CHALECOS REFLEJANTES PARA PEATONES Y CICLISTAS

QUEREMOS QUE ESTÉS SEGURO Y VISIBLE



KENMOREWA.GOV/CHALECOS



City of Kenmore - Government

February 2 · 🌐

¡La Ciudad está ofreciendo chalecos reflejantes para los residentes de Kenmore, gratis! Como parte de la campaña Target Zero, nuestro objetivo es repartir los chalecos a los peatones y ciclistas que los vayan a usar. Este programa y cantidad de chalecos será limitado. La visibilidad es uno de los factores más importantes de la seguridad en el tráfico. Todo el tiempo, pero especialmente en la oscuridad, el uso de artículos reflejantes mientras camina o va en bicicleta ayuda a ... See More

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Jose Kovacevich
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City of Kenmore - Government

February 1 · 🌐

La nueva variante de la cepa del covid-19 ha llegado. Esto es lo que necesita saber: <https://publichealthinsider.com/.../la-nueva-variante-de-la-.../>

A more contagious strain of COVID-19 has shown up in Washington State. As the virus gets better at spreading, we must get better at fighting it. Double down on what we know works: masks, distance, ventilation, testing, hygiene. Find out more: <https://publichealthinsider.com/.../the-new-variant-covid-19.../>



PUBLICHEALTHINSIDER.COM

The New Variant COVID-19 strain is here. Here's what you need to know. – PUBLIC HEALTH INSIDER

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Public & Government Service



Northshore YMCA

**CITY OF KENMORE
WASHINGTON
RESOLUTION NO. 20-348**

**A RESOLUTION OF THE CITY OF KENMORE,
WASHINGTON, APPROVING A FRAMEWORK TO
DEVELOP AND IMPLEMENT POLICIES THAT FOSTER
AND CREATE A SAFE, INCLUSIVE, AND WELCOMING
COMMUNITY THROUGH CONTINUED ACTIONS THAT
IMPROVE DIVERSITY, EQUITY, AND INCLUSION**

WHEREAS, The City of Kenmore is committed to support and foster an inclusive and welcoming community for All.

WHEREAS, in 2015 the City Council adopted Kenmore’s 2035 Comprehensive Plan Vision Statement which includes seeing Kenmore as inclusive and family friendly, with a small town, feeling that fosters a sense of belonging and pride; and

WHEREAS, on March 6, 2017 the City Council adopted Resolution NO. 17-292 reaffirming the City of Kenmore “as a safe, inclusive and welcoming City for all people”; and

WHEREAS, on April 13, 2020 the City Council adopted 2021-2022 Council Priorities, including Priority No. 8, to foster and create a welcoming, diverse, affirming community celebrating culture and fun; and

WHEREAS, since the tragic killing of George Floyd and Black Lives Matter demonstrations, the City Council has taken steps to address police use of force through adoption of the Obama Foundation’s Mayors Pledge and national Campaign Zero’s “*8 Can’t Wait*” policy recommendations; and

WHEREAS, cities regionally and nationally have implemented Diversity, Equity, and Inclusion Policies and Plans leading the way for the City of Kenmore; and

WHEREAS, the City Council believes in the dignity, equality and constitutional and civil rights of all people, and will treat all people equitably, and will not tolerate discrimination, harassment or any behavior that creates fear, isolation, or intimidation;

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF KENMORE,
WASHINGTON, DOES RESOLVE**

Section 1. The City Manager is authorized and directed to lead a process to develop a Diversity, Equity, and Inclusion Policy and implementation strategy.

Section 2. The City Manager is further authorized and directed to develop human resource strategies to increase recruitment and retention of a diverse workforce. These strategies may include, but are not limited to:

- a. Identifying and implementing recruitment strategies to hire, support, and retain a diverse workforce;
- b. Providing ongoing professional development and training for all staff to recognize and eliminate influences of implicit bias; and
- c. Creating a staff diversity, equity and inclusion (DEI) committee to oversee DEI implementation measures for the organization.

Section 3. The City Manager is further authorized and directed to develop accountability strategies to assess equitable delivery of city services and other possible changes to organizational structures, policies and programs. These strategies may include, but are not limited to:

- a. Assessment of current city services and delivery, identifying “gaps” in service delivery and implementing strategies and policies that support equitable service delivery;
- b. Assessment of all areas of city policy, policies and programs to identify gaps in diversity equity and inclusion; and
- c. Identifying reporting and measurement tools to assess progress.

Section 4. The City Manager is further authorized and directed to develop engagement and decision-making strategies to facilitate community diversity, equity, and inclusion in Kenmore. These strategies may include, but are not limited to:

- a. Developing and implementing an equity toolkit for use in decision making including all policy and implementation decisions and/or recommendations considered by City Council, boards, commissions, and staff;
- b. Developing a community engagement guide and toolkit to ensure equity and inclusion in community participation, outreach, input and feedback;
- c. Identifying reporting and measurement tools to assess progress;
- d. Facilitating targeted stakeholder input and involvement; and
- e. Facilitating community engagement throughout policy development and implementation.

Section 5. The City Manager is further authorized and directed to develop funding strategies to develop and implement a DEI policy framework as set for in this resolution. These strategies may include, but are not limited to:


- a. Funding an annual Government Alliance on Race and Equity Membership;
- b. Identifying staffing options and associated funding for policy implementation;
- c. Funding for professional consultant expertise to develop a diversity, equity, and inclusion policy and implementation strategies;
- d. Funding for community engagement strategies; and
- e. Reserving funding for meeting other needs expressed by the community and/or council.

Section 6. By November 9, 2020, the City Manager is directed to return to the Council with a draft DEI policy development timeline, including a plan for community engagement, and

funding recommendations for Council authorization to implement the elements of the framework resolution.

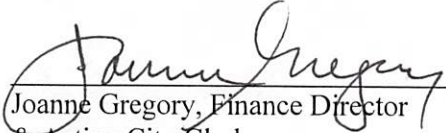
PASSED BY THE CITY COUNCIL OF THE CITY OF KENMORE, WASHINGTON, AT A REGULAR MEETING THIS 14th DAY OF SEPTEMBER, 2020.

CITY OF KENMORE



David Baker, Mayor

ATTEST/AUTHENTICATED:



Joanne Gregory, Finance Director
& Acting City Clerk

APPROVED AS TO FORM:



Dawn Reitan, City Attorney