



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: May 2, 2023

Contact Information

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

Mailing Address: 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, Engineering Director

Mailing Address: 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*: Leonora Palaña, HR Manager

Mailing Address: 18120 68th Ave. NE

City: Kenmore WA Zip Code: 98028 County: King

Phone #: 425-398-8900 email address: lpalana@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). **(Addendum A - APP 28.94)**

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 have been made.

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 number of City of Kenmore staff being less than 100, the City does not inquire about or track racial composition of its employees.

The Title VI Program reporting structure has not changed during this reporting period. The most current Organizational Chart is attached as **Addendum B**, and identifies the Title VI designations by title, 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**)

**City of Kenmore Demographics: Source - 2021 U.S. Census Bureau
ACS Demographic and Housing Estimates**

Total Population:	23,556	
Male:	12,044	(51.1%)
Female:	11,512	(48.9%)
Total Households:	9,266	
Average Household Size:	2.53	

Race: Source - 2021 U.S. Census Bureau ACS Demographic and Housing Estimates

Total Population	23556	
White/Caucasian:	17,066	(72.4%)
Black/African American:	753	(3.19%)
American Indian/ Alaska Native:	47	(0.2%)
Asian:	3,438	(14.6%)
Chinese:	1,651	(7%)
Asian Indian:	335	(1.4%)
Filipino:	334	(1.4%)
Japanese:	161	(0.7%)
Korean:	386	(1.6%)
Vietnamese:	84	(0.4%)
Other Asian:	487	(2%)
Native Hawaiian/ Pacific Islander:	18	(0.08%)
Other Race:	417	(1.8%)
Two or more races:	1,817	(7.7%)
Hispanic/Latino:	1,562	(6.6%)

Languages Spoken at Home Age 5+: Source - 2021: ACS 5-Year Estimates Subject Tables (Population 5 years and older as reported in Census info)

Population Age 5+:	22,176	
English only:	16,812	(75.8%)
Spanish (LEP):	812	(3.7%)
Other Indo-European languages:	1,522	(6.9%) - Includes multiple Indo-European languages
Asian and Pacific Island Languages:	2,237	(10.1%) - Includes multiple Asian and Pacific Island Languages)
Other languages not identified above:	793	(3.58%)

Limited English Proficiency: Source - 2021: ACS 5-Year Estimates Subject Tables

Households speaking:

Spanish	368 est.
Other Indo-European languages	822 est.
Asian and Pacific Island languages	1125 est.
Other languages	346 est.

English Language Learners (ELL): Source –2023 Report Card - Office of Superintendent of Public Instruction (OSPI) - See Map for representation (Addendum C) NOTE: Majority of Lockwood and Moorlands Elementary Schools are outside of Kenmore.

Arrowhead Elementary	11.7%
Kenmore Elementary	19.3%
Lockwood Elementary	8.5%
Moorlands Elementary	10.2%
Kenmore Middle School	9.4%
Inglemoor High School	7.4%

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. Data taken from OSPI Report Card for the Northshore School District for 2022-2023 School Year. (Note that a significant portion of Lockwood and Moorlands Elementary service areas are outside Kenmore City Limits.)

Household Income in the past 12 months: Source - 2021: ACS 5-Year Estimates Subject Tables

Households:	9,266
Less than \$10,000	4.1%
\$10,000 to \$14,999	3.0%
\$15,000 to \$24,999	3.1%
\$25,000 to \$34,999	3.0%
\$35,000 to \$49,999	6.1%
\$50,000 to \$74,999	14.3%
\$75,000 to \$99,999	10.4%
\$100,000 to \$149,999	14.5%
\$150,000 to \$199,999	12.7%
\$200,000 or more	28.8%
Median income	\$121,463
Mean income	\$155,089

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.

- The City's Americans with Disabilities Act (ADA) Transition Plan was approved by the city council during the reporting period. Examples of outreach, including Spanish/English mailers, Braille flyers, and Spanish/English notices posted to pedestrian call button posts in the core of the city. City Council added the implementation plan to the Capital Improvement Program.
- Transportation Improvement Plan – Standard noticing in the legal paper per RCW Sidewalk Program (aka Pedestrian Facilities Plan) Introduction – Website (ADA accessible), news letter
- Prepared the draft transportation element update to the City's Comprehensive Plan. Mailers and a web hosted open house were used to engage the public. City staff also hosted an all-day in-person drop-in session at the City's community building. All notices were sent in English and Spanish and Spanish translators were on standby for the all-day drop-in session. Proposals were introduced to the City's planning commission for review and recommendation to the city council. As part of the update, new goals and policies were added that discuss diversity, equity, inclusion, and acceptance as it relates to transportation planning.

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).

- 14 properties were contacted to obtain access right for the 2023 Overlay project (for temporary use only). See below.

Parcel ID	Owner	Parcel Address	Type of Structure	Race	Country of Origin
011410-0545	PACIFICA KENMORE LLC	7221 NE 182ND ST 98028	Retirement Home	Unknown	Corporate Ownership
803555-0000	Stonehaven Owners Association	7200 NE 182ND ST 98028	Condo	Unknown	HOA Ownership
011410-0448	WP Park Place LLC	18223 73rd Ave NE 98028	Apartment	Unknown	Corporate Ownership
011410-0435	Lodge At 73rd LLC	7339 NE 175th St, 98028	Apartment	Unknown	Corporate Ownership
011410-0430	NORTON COMPANY II LLC (Sunridge)	18241 73RD AVE NE 98028	Apartment	Unknown	Corporate Ownership
011410-0423	REGENTS APARTMENTS LLC (Heron View Apartments)	18249 73RD AVE NE 98028	Apartment	Unknown	Corporate Ownership
011410-0413	Alison Mehravari & Sean Gorton	18515 73RD AVE NE 98028	Single Family Dwelling	Caucasian	USA

278070-0010	MORA ILUMINADO B+EVANGELINE	18523 73RD AVE NE 98028	Single Family Dwelling	Unknown	Unknown
278070-0050	WANG WEI+LI MENGSI	18527 73RD AVE NE 98028	Single Family Dwelling	Asian	Unknown
011410-0960	KC HOUSING AUTHORITY	18128 73RD AVE NE 98028	Public Housing	Unknown	Corporate Ownership
372450-0000	JOHNSON COURT (CONDOMINIUM)	18150 73rd AVE NE, 98028	Condo	Unknown	HOA Ownership
011410-0970	YNGVASON ROSA I	18230 73RD AVE NE 98028	Single Family Dwelling	Unknown	Unknown
011410-0985	YNGVASON ROSA I	18510 73RD AVE NE 98028	Single Family Dwelling	Unknown	Unknown
011410-0990	YNGVASON ROSA I	18522 73RD AVE NE 98028	Single Family Dwelling	Unknown	Unknown

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

- RES NW (acquisition staff) – Kristina Guzman, Caucasian, US origin

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.

- Transportation Improvement plan update completed. No data collected or studies performed.

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.

- None

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.

From the beginning of the Pandemic until June 3, 2022, the City's public meetings remained virtual. Beginning June 3, 2022, the City's public meetings have moved to a hybrid model,

where meetings are held on-site in the Council Chambers at City Hall, and the City attempts to provide access virtually through both Zoom and YouTube livestream.

Comprehensive Plan: Transportation Element Online Open House:

The Online Open House for the Transportation Element of the Comprehensive Plan was open from January 18, 2023, to March 6, 2023. The Open House was available in English and Spanish, with the survey portion of the Open House fully translated to Spanish.

Notice of all public meetings are sent via the City's gov-delivery, via social media channels, and posted on the City's website calendar. The agendas of the public meetings are also posted in two locations at City Hall.

A message in Spanish was added to all electronic communications during the last 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 7:00 PM on the 2nd, 3rd, and 4th Mondays of each month. Planning Commission meetings are generally held at 7:00 PM on the 1st and 3rd Tuesdays of each month, unless otherwise canceled.

Diversity, Equity, and Inclusion (DEI) Task Force held infrequent meetings during this reporting period: April 7, 2022, April 21, 2022, June 9, 2022, and June 23, 2022.

The City does not require residents and individuals to sign in to attend public meetings. Staff do not take notes on attendees. The only list available are those who choose to speak during public comments and public hearings, but those lists are not exhaustive of attendance.

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

The City does not 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.

The City does not require residents and individuals to sign in to attend public meetings. Staff do not 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.

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.

Although no language assistance services were requested during this reporting period, the City of Kenmore was proactive in their efforts, providing English and Spanish accessibility with the survey portion fully translated to Spanish, as performed for the Comprehensive Plan: Transportation Element for the Online Open House.

Comprehensive Plan: Transportation Element Online Open House:

Newsletters

The City of Kenmore included information about the online open house in the Winter 2023 edition of the printed newsletter in Spanish and English. This was sent to over 11,000 Kenmore residences and businesses. It was also included in the January 2023 digital newsletter (**Addendum D**)

Postcard Mailing

A postcard was mailed with information about the online open house to 9,700 households within the 98028 zip code. Postcard information was provided in English and Spanish. (**Addendum E**)

Organic Facebook posts

The City of Kenmore posted about the online open house twice on its Facebook channel.

Kenmore: Facebook post January 10, 2023, and Kenmore: Facebook post January 14, 2023 (**Addendums F and G**)

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).

- A public notice was issued in the city’s official publications (Seattle Times and Daily Journal of commerce). Contractors are selected based upon lowest bid and consultants were interviewed by city staff and the consultant with the most relevant responses was selected. Advertisements were issued to prospective contractors/consultants to provide construction and design services for the following projects:
 - 2023-2024 Transportation Engineering Services on-call contract
 - 2023 Overlay and sidewalk Repair project
 - NE 190th St culvert Replacement Project

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 was included in the request for consultants: The City of Kenmore encourages disadvantaged, minority, and women-owned firms to respond.

The City of Kenmore in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, subtitle A, Office of the Secretary, Part 21, nondiscrimination in federally assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises as defined at 49 CFR Part 26 will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, national origin or sex in consideration for an award.

- The following was included in the request for contractors: 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 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.

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).

- Transportation On-Call: \$2,010,000 – Local and state funds
- 2023 Overlay and Sidewalk Repair Project: \$1,738,825.20 – Local and state funds

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 an area with an opportunity for growth.

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

On March 6, 2023, Title VI Coordinator Leonora Palaña connected with Doris Karolczyk, the new Title VI Program Specialist. No other training has been conducted, as the reporting and coordinator has not changed.

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 an area with an opportunity for growth. 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.

Deconstructing Our Bias-Virtual Training delivered and facilitated by Chanin Kelly-Rae from Chanin Kelly-Rae Consulting offered to the City of Kenmore and Bothell – (October 15, 2022)

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.

This reporting period, the City of Kenmore achieved the goal set forth and mentioned in last year's report:

The City of Kenmore's Diversity, Equity and Inclusion (DEI) Task Force, with the consulting services of Chanin Kelly-Rae, Kenmore City Staff, Kenmore City Council and the Kenmore Community, were able to collaborate/contribute to the creation and development of the Diversity, Equity, Inclusion and Accessibility (DEIA) Policy. The Policy was adopted in November 2022 and provides DEIA guidance for processes and service delivery throughout the City of Kenmore. The DEIA Policy now serves as the framework for the City of Kenmore's 5-year Strategic Roadmap, that will be implemented later, this Summer 2023. The City of Kenmore is also finalizing an Equity Toolkit that is to be used as decisions are made and/or when processes and programs are being developed, created and implemented.

In addition to the aforementioned DEIA items that the City of Kenmore is working towards implementing this year, for next year's reporting period:

City Staff may perhaps begin having dialogue to explore the possibility of designing a Title VI Plan specific to Kenmore, but that is yet to be determined. The City of Kenmore has recently hired a GIS Analyst who we may consult with to explore the possibility of creating a map of Kenmore, incorporating more demographic data, but that is yet to be determined.

Addendum A

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 Rob Karlinsey
Rob Karlinsey (Apr 27, 2023 12:47 PDT)

 (Signature of Authorized Official)

DATED Apr 27, 2023

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 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 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 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 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:

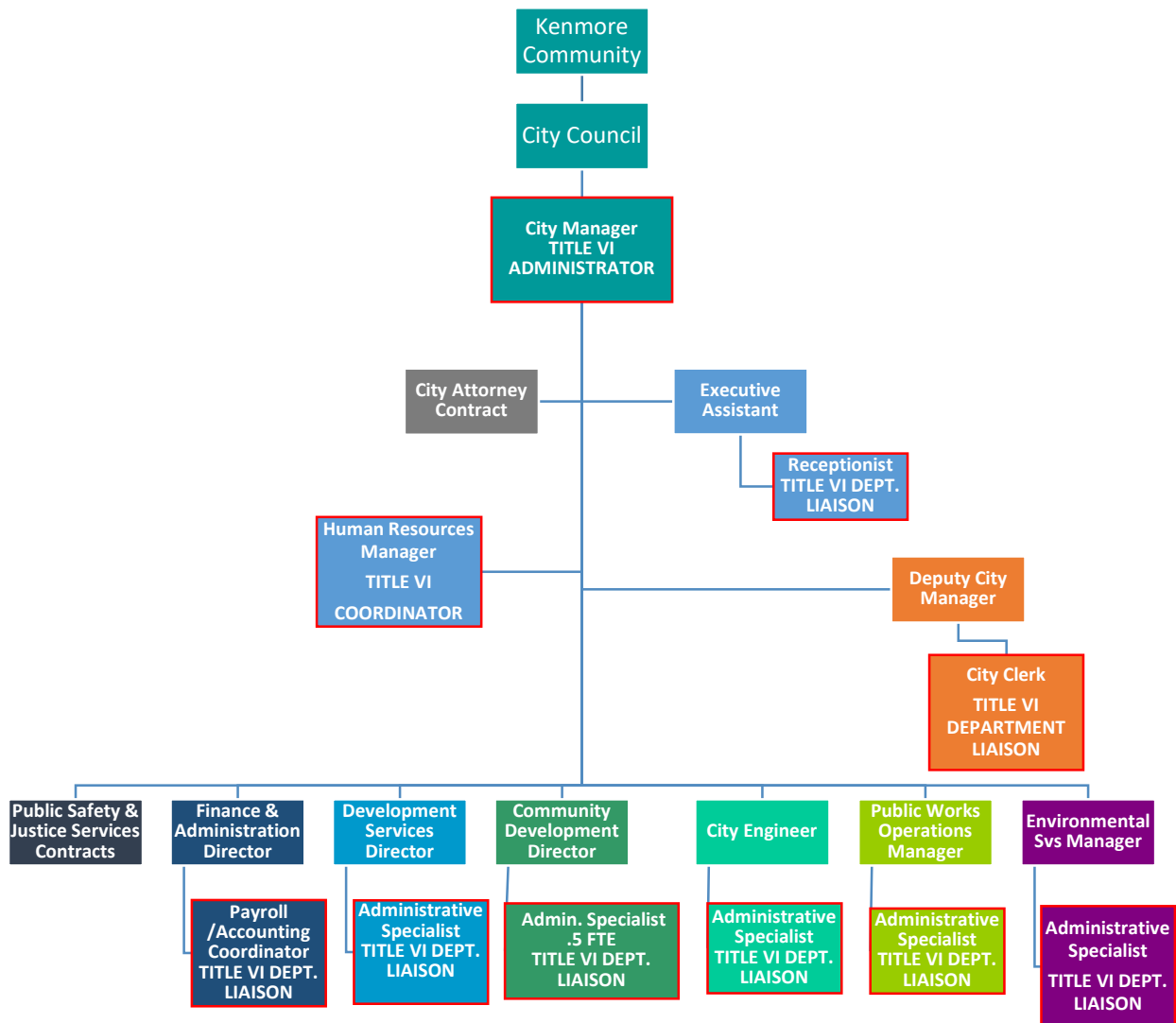
Pertinent Non-Discrimination Authorities:

- 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).

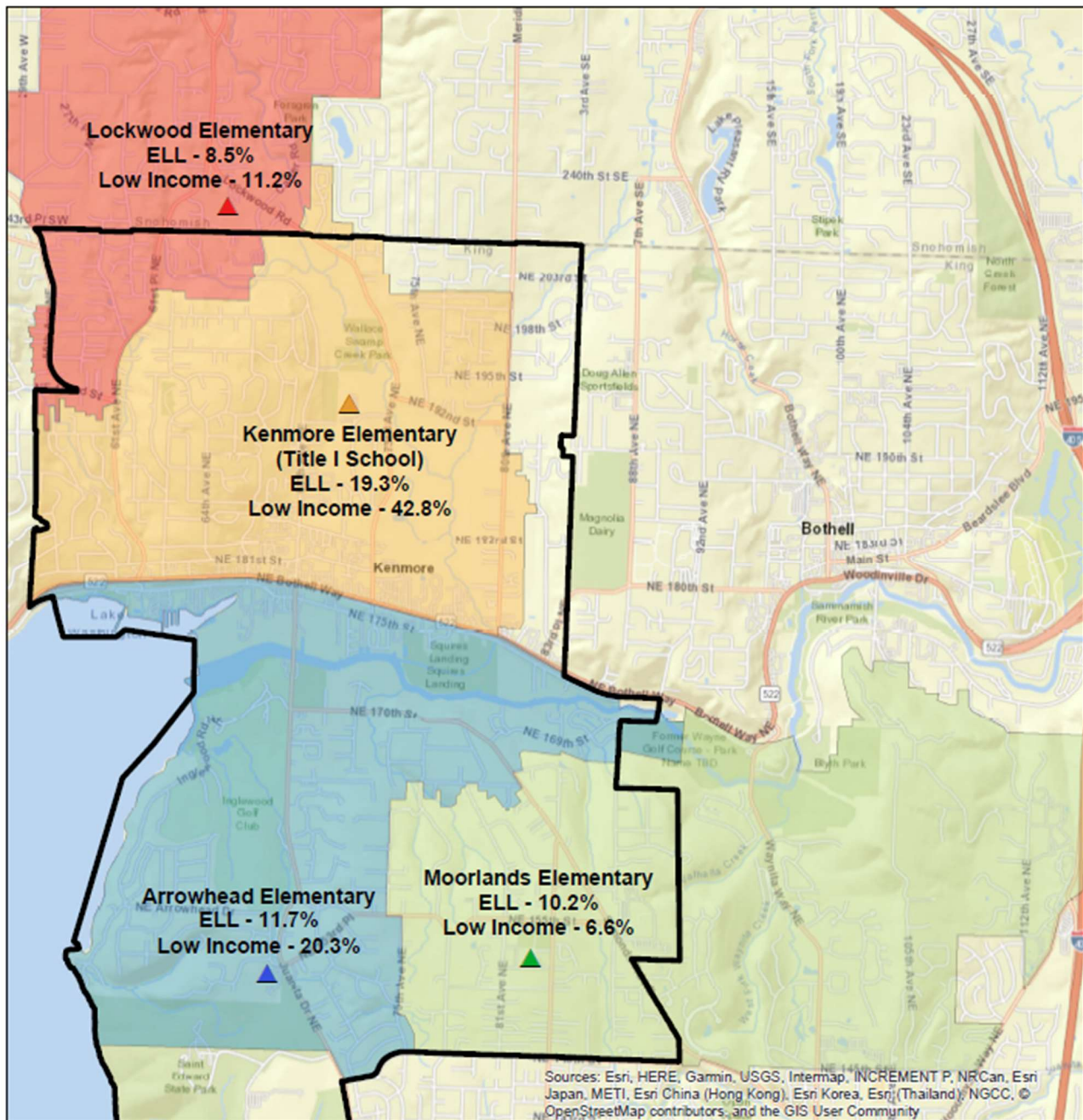
CITY OF KENMORE

2022-2023 Organizational Chart

TITLE VI DUTY DESIGNATIONS ARE OUTLINED IN RED



Addendum C



English Language Learners (ELL) and Low-Income Students in Kenmore Elementary Schools

School Service Area

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



0 0.225 0.45 Miles

Data from WA Office of Superintendent of Public Instruction
Map prepared by City of Kenmore staff.

8 / KENMORE QUARTERLY NEWSLETTER

Five northend cities form new regional crisis response agency

The City Councils of Kenmore, Bothell, Kirkland, Lake Forest Park, and Shoreline this month each adopted a partner agreement to form a new Regional Crisis Response (RCR) Agency. The signed Interlocal (ILA) agreement merges the North Sound RAGAR (Response Awareness, De-escalation, and Referral) Navigator program with Kirkland's Community Responder program to form a new entity to provide community mobile crisis response services to all five cities.

"This regional agency fills a void in coordinated mental health support for the north Puget Sound area," said Kirkland City Councilmember Neal Black. "We are committed to reducing reliance on law enforcement as the primary responders to our community members experiencing behavioral health crisis and finding other ways

to connect them to care and resources. Answering behavioral health challenges as one collaborative agency will benefit all of our communities."

The RCR Agency will have 13 total staff, including ten Mental Health Professional Community Responders, which will enhance public health, safety, and emergency response services, including crisis response awareness, support, and resource referral for community members experiencing behavioral health issues across the five-city region.

The new agency will be jointly governed and funded by the partner cities. Supplemental funding support will also come from King County's Mental Health Drug Dependency (MDD) levy and other grants. The City of Kirkland will serve as the administrative host of the program. The initial term of the agreement is for

four years and includes the option for neighboring jurisdictions to join after the first year of operation.

"We are excited to be moving forward with this important program that will help improve outcomes for our residents in crisis," said Stephanie Luciani, Deputy City Manager for the City of Kenmore. "This effort, in the works for more than a year, is a great example of what is possible when cities form a regional partnership in service to our collective communities."

The new RCR Agency will begin formal operations at the end of the first quarter of 2023. In the meantime, existing RAGAR and Community Responder staff will continue to respond to calls in their respective communities.

Funding for Climate Action Plan Implementation and Housing & Human Services

The Kenmore City Council's top two priorities for 2023 and 2024 are 1) Climate Action Plan Implementation and Environmental Stewardship, and 2) Affordable Housing, both of which are urgent crises that require immediate action.

During budget meetings last fall, the City Council discussed the immediate needs around climate change, housing, and human services, and directed staff to come back in January with a proposal to fund the initial phases of these efforts.

In January, the City Council voted unanimously to bring forward the proposed plan for action and approval in February. The proposal includes increases in three revenue sources in particular: 1) vehicle license fees, 2) garbage utility tax, and 3) natural gas utility tax.

Find updates on this topic: www.kenmorewa.gov/capandhousing

Learn more about Kenmore's Climate Action Plan and our goal of reducing greenhouse gas emissions in Kenmore by 50% by the year 2030.

Kenmore Farmers Market returns in 2023



The Kenmore Farmers Market is returning to downtown Kenmore this summer, every Wednesday from 3 pm - 7 pm, June through August. We can't wait to welcome back our favorite local vendors and invite new vendors to join our market this year as it continues to grow.

The City is currently recruiting food vendors for the 2023 market season. Applications can be found online or at the front desk of City Hall.

Also, the Kenmore Farmers Market will offer Food Access Programs this year! This means that shoppers with EBT cards, WIC (Women, Infant and Children) & Senior Farmers Market Nutrition Program benefits will be able to use their benefit dollars at the market. We are excited to offer access to these programs at the market this summer.

Find market updates: www.kenmorewa.gov/farmersmarket

Addendum E



The City of Kenmore is updating our Comprehensive Plan to guide how we grow and develop our city, thinking about where we want to be in 20 years. We recently updated the vision for land use and housing after hearing from the community, and now **we are studying how our transportation policies and projects should be changed to support this vision.**

We want your thoughts on how transportation projects and policies should and could improve access, equity, and mobility in Kenmore.

THERE ARE TWO WAYS TO SHARE:

Visit the online open house

January 9-23
Kenmore2044.com

Talk to project staff at a drop-in booth at the Kenmore Hangar

6728 NE 181st St, Kenmore, WA 98028
Thursday, January 19, 9 a.m. to 5 p.m.



Con el fin de orientar el crecimiento y el desarrollo de nuestra ciudad, Kenmore está actualizando su Plan Integral, pensando en dónde queremos estar dentro de 20 años. Recientemente hemos actualizado la visión del uso del suelo y de la vivienda después de consultar a la comunidad, y ahora **estamos estudiando de qué manera deben cambiar nuestras políticas y proyectos de transporte para apoyar esta visión.**

Nos gustaría saber de qué forma considera usted que las políticas y los proyectos de transporte deberían y podrían mejorar el acceso, la equidad, y la movilidad en Kenmore.

HAY DOS FORMAS DE COMPARTIR SU OPINIÓN:

Visite nuestra página web interactiva

Disponible del 9 al 23 de enero
Kenmore2044.com

Hable con el personal del proyecto durante un evento público en el edificio Kenmore Hangar

6728 NE 181st St, Kenmore, WA 98028
Jueves, 19 de enero de 9 a.m. a 5 p.m.



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



Addendum F



City of Kenmore - Government

January 10 · 🌐



As part of our ongoing Comprehensive Plan update the City is hosting an online open house about proposed updates to transportation policies and projects. We want your thoughts on how transportation projects and policies should and could improve access, equity, and mobility in Kenmore. Review the online open house and provide feedback through a brief survey by March 1: kenmore2044.com/transportation



Addendum G



City of Kenmore - Government

January 14 · 🌐



Survey Reminder: We want your thoughts on how transportation projects and policies should and could improve access, equity, and mobility in Kenmore. Check out the online open house and provide feedback through a brief survey before January 23: kenmore2044.com/transportation



👍 5

1 share

👍 Like

💬 Comment

➦ Share