

**TITLE VI ACCOMPLISHMENT & GOALS REPORT 2025 ATTACHMENTS**

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](mailto: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): Chris Searcy - City Administrator

Mailing Address: 1339 Griffin Ave

City: Enumclaw WA Zip Code: 98022 County: King

Phone #:(360) 615-5607 email address: [csearcy@ci.enumclaw.wa.us](mailto:csearcy@ci.enumclaw.wa.us)

Name and title of head of transportation-related services: Dwayne Walker – City Engineer

Mailing Address: 1309 Myrtle Ave

City: Enumclaw WA Zip Code: 98022 County: King

Phone #: (360) 615-5730 email address: [dwalker@ci.enumclaw.wa.us](mailto:dwalker@ci.enumclaw.wa.us)

Name and title of designated Title VI coordinator\*: Zach Jones – Civil Engineer

Mailing Address: 1309 Myrtle Ave

City: Enumclaw WA Zip Code: 98022 County: King

Phone #: (360) 615-5760 email address: [zjones@ci.enumclaw.wa.us](mailto:zjones@ci.enumclaw.wa.us)

\*When the Title VI coordinator changes, notify [TitleVI@WSDOT.wa.gov](mailto:TitleVI@WSDOT.wa.gov) within 30 days.

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

**Accomplishments**

1. Have there been any changes to the approved Title VI Plan that have not been reported to OECR?
  - a. There has not been any changes to the approved Title VI Plan since the City submitted a Letter of Intent Title VI Plan to Doris Karolczyk on 02/12/2025. It was received and acknowledged.
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.
  - a. Title IV Coordinator – Zach Jones, Caucasian, White, USA
  - b. Transportation Staff– Dwayne Walker, Caucasian, White, USA
  - c. Administrative Head – Chris Searcy, Caucasian, White, USA



3. Community Demographics: Using a map of the LPA's boundaries, describe the demographics of the LPA's service area (e.g., race, ethnicity, and national origin). List, by individual languages, the percentage of the population who is Limited English proficient. If the LPA's Limited English proficient population is 5% of the total population or 1,000 individuals, whichever is less, explain the Four-Factor Analysis by answering the statements listed on the next page.

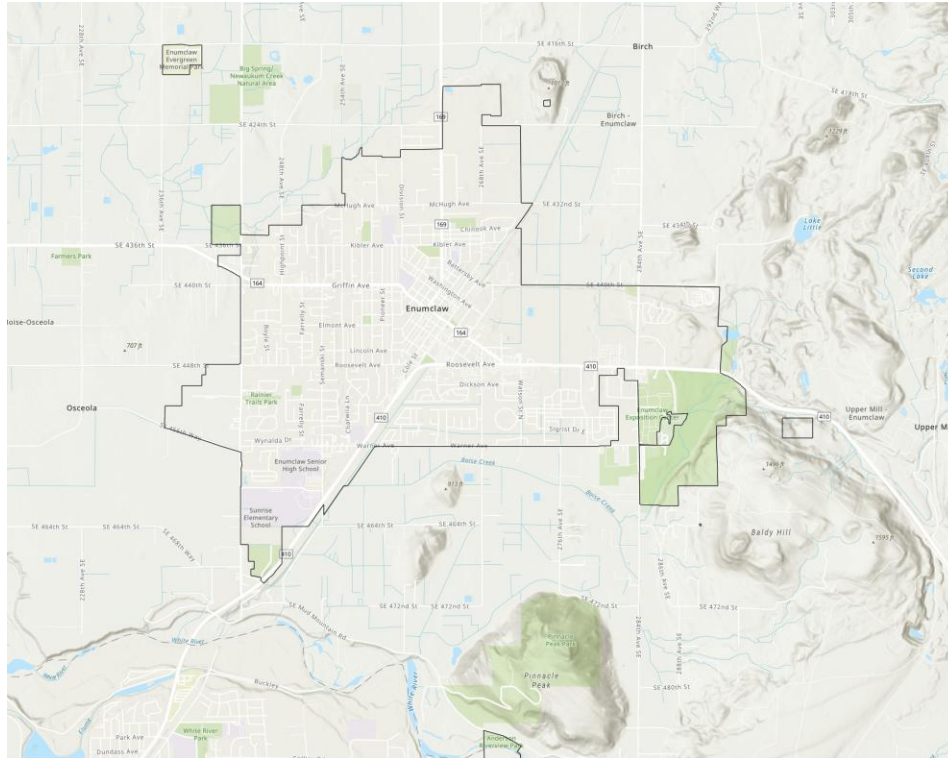


Figure 1-City of Enumclaw LPA boundaries ArcGIS



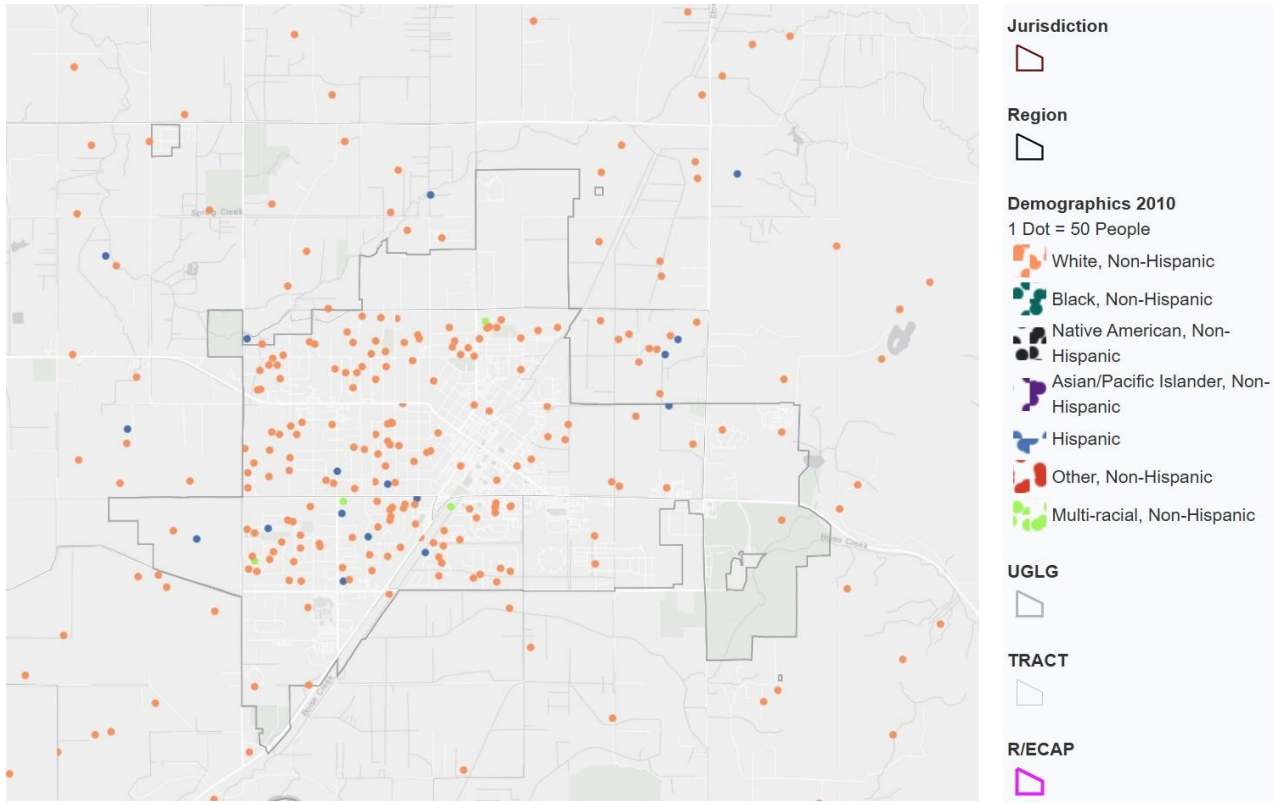


Figure 2-CoE 2010 Demographics Dot Density Map. Source: <https://egis.hud.gov/affht/>

<b>Race and Hispanic Origin</b>		
	<b>Total</b>	<b>Percent</b>
Total Population	12,663	
One race	11,338	89.5%
White	10,428	82.4%
Black or African American	59	0.5%
American Indian and Alaska Native	57	0.5%
Asian	201	1.6%
Native Hawaiian and Other Pacific Islander	66	0.5%
Other	527	4.2%
Two or More Races	1,325	10.5%
White and Black or African American	83	0.7%
White and American Indian and Alaska Native	696	5.5%
White and Asian	40	0.3%
White and Some Other Race	410	3.2%
Black or African American and American Indian and Alaska Native	-	0.0%
Black or African American and Some Other Race	-	0.0%
Hispanic	1,536	12.1%
Not Hispanic or Latino	11,127	87.9%
*Source: US Census Bureau Table DP05 - ACS Demographic and Housing Estimates 2023: ACS 5-Year Estimates Subject Table		

<b>Earnings in the Past 12 Months</b>		
	<b>Total</b>	<b>Percent</b>
Number of Households	5069	
Less than \$10,000	112	2.2%
\$10,000 to \$14,999	218	4.3%
\$15,000 to \$24,999	177	3.5%
\$25,000 to \$34,999	269	5.3%
\$35,000 to \$49,999	471	9.3%
\$50,000 to \$74,999	370	7.3%
\$75,000 to \$99,999	502	9.9%
\$100,000 to \$149,999	1323	26.1%
\$150,000 to \$199,999	679	13.4%
\$200,000 or more	953	18.8%
Median income (dollars)	\$116,563.00	
Mean income (dollars)	\$131,724.00	
*Source: US Census Bureau Table S1901 - Income in the Past 12 Months (in 2023 Inflation-Adjusted Dollars) 2023: ACS 5-Year Estimates Subject Table		



a. Briefly describe the number of LEP persons served and languages spoken in the service area.

Languages Spoken at Home		
	Total	Percent
Population 5 years and over	11,608	
Speak only English	10,523	90.7%
Speak a Language Other than English	1,085	9.3%
Spanish	748	6.4%
Other Indo-European Language	154	1.3%
Asian and Pacific Island Languages	61	0.5%
Other Languages	12	0.1%
Total Households	5,069	
LEP-Spanish	21	0.4%
LEP-Other Indo-European Language	15	0.3%
LEP-Asian and Pacific Island Languages	-	0.0%
LEP-Other Languages	-	0.0%
Total LEP Households	36	0.7%

\*Source: US Census Bureau Table S1603 - Characteristics of People by Language Spoken at Home 2023: ACS 5-Year Estimates Subject Table

\*Source: US Census Bureau Table S1602 - Limited English speaking Households 2023: ACS 5-Year Estimates Subject Table

No updated data available past 2023

b. Briefly describe the frequency of contact with LEP persons for services or projects (e.g., customer service interactions, public meetings, and contracts bidding and awarding).

No interactions with LEP persons recorded during this reporting cycle.

c. Briefly describe the importance of the program, activity, or service to the lives of LEP persons.

Means of Transportation to Work by Selected Characteristics	Total		Car, truck, or van -- drove alone		Car, truck, or van -- carpooled		Public transportation (excluding taxicab)		Worked from home	
	Total	Percent	Total	Percent	Total	Percent	Total	Percent	Total	Percent
Workers 16 years and Over	6358		4717	74%	533	8%	78	1%	756	12%
RACE AND HISPANIC OR LATINO ORIGIN										
One race	5773	90.8%	4212	89.3%	518	97.2%	78	100.0%	734	97.1%
White	5277	83.0%	3934	83.4%	377	70.7%	47	60.3%	699	92.5%
Black or African American	45	0.7%	0	0.0%	12	2.3%	31	39.7%	0	0.0%
American Indian and Alaska Native	13	0.2%	14	0.3%	0	0.0%	0	0.0%	0	0.0%
Asian	127	2.0%	104	2.2%	11	2.1%	0	0.0%	9	1.2%
Native Hawaiian and Other Pacific Islander	38	0.6%	38	0.8%	0	0.0%	0	0.0%	0	0.0%
Some other race	280	4.4%	118	2.5%	118	22.1%	0	0.0%	26	3.4%
Two or more races	585	9.2%	505	10.7%	15	2.8%	0	0.0%	22	2.9%
Hispanic or Latino origin (of any race)	579	9.1%	288	6.1%	217	40.7%	0	0.0%	58	7.7%
White alone, not Hispanic or Latino	5042	79.3%	3830	81.2%	278	52.2%	47	60.3%	667	88.2%
LANGUAGE SPOKEN AT HOME AND ABILITY TO SPEAK ENGLISH										
Speak language other than English	617	9.7%	443	9.4%	122	22.9%	11	14.1%	26	3.4%
Speak English "very well"	381	6.0%	307	6.5%	40	7.5%	11	14.1%	26	3.4%
Speak English less than "very well"	235	3.7%	137	2.9%	82	15.4%	0	0.0%	0	0.0%

\*Source: US Census Bureau Table S0802 - Means of Transportation to Work by Selected Characteristics 2023: ACS 5-Year Estimates Subject Table

No updated data available past 2023



Our transportation projects are advertised with access from LEP persons. Translation services are available for LEP persons upon requests.

d. Briefly describe current resources available for LEP persons and overall cost.

The City of Enumclaw provides translation services upon request at all public meetings. Public meetings are also broadcast on Enumclaw TV, channel 21, with closed captioning available in multiple languages. Additionally, the City of Enumclaw's website and facebook page may be translated to many languages with google translate or other web based applications.

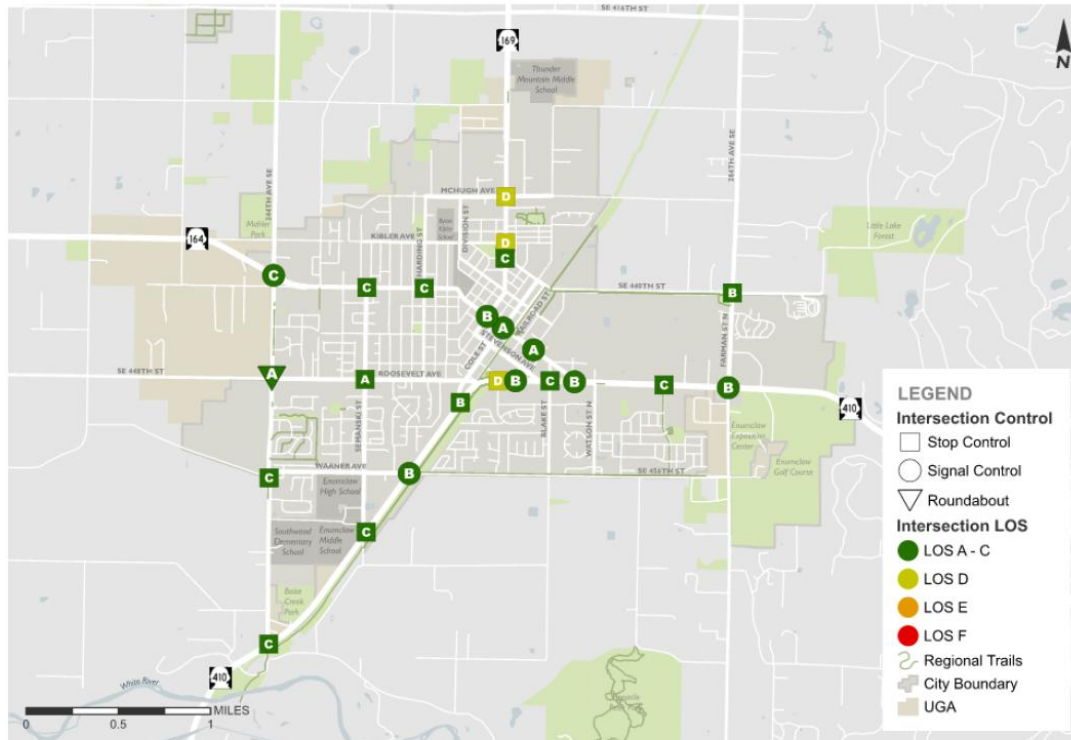
4. Complaints: Provide a copy of the LPA's Title VI complaint log, including new Title VI complaints received during this reporting period and any still pending. Include the basis of the complaint (race, color, national origin) and describe the disposition (status/outcome).
  - a. No official complaints received during the reporting period. See attached for City of Enumclaw's Title VI Complaint Log, **Attachment 1**, for City of Enumclaw's Complaint Form in English. <https://www.cityofenumclaw.net/133/Report-A-Concern>: **Attachment 2**
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.
  - a. The Community and Economic Development and Public Works Committee's meet on the 2<sup>nd</sup> and 4<sup>th</sup> Monday of each month. Meetings are held at 1309 Myrtle Ave at 4:30PM and 5:30 PM respectively. Council and Committee meetings invite the public to attend our public meetings. Council meetings are also broadcast live and are available on-demand:
    - i. <https://cityofenumclaw.net/AgendaCenter/Search/?term=&CIDs=1>
  - b. A Public Participation Strategy was developed for the 2024 Comprehensive Plan Update that outlined strategies to gather public input. Agenda's, minutes of meetings, Public comments are posted on the City's Website:
    - i. <https://www.cityofenumclaw.net/592/2024-Comprehensive-Plan-Periodic-Update>
  - c.
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 owner(s)/tenant(s).
  - a. No right-of-way purchases, sale, lease/use, or transfer of real property was executed this reporting period.
7. Identify right-of-way appraisers and acquisition staff (used during this reporting period) by race, color, national origin.
  - a. No right-of-way appraisers or acquisition staff utilized this reporting cycle.
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.



- a. Comprehensive Plan 2024 – Transportation Element: The City completed its Transportation Element of the comprehensive Plan Update. Multimodal level of service standards are required for active transportation facilities, locally owned arterials, and transit routes that serve urban growth areas, to serve as a gauge to judge system performance, and to help achieve the statewide goal of environmental justice. The LOS F rating at 244<sup>th</sup>/Roosevelt Ave was addressed by the roundabout improvement implemented in 2024. The plan was officially adopted by City Council in February, 2025.

City of Enumclaw

4. Transportation Element

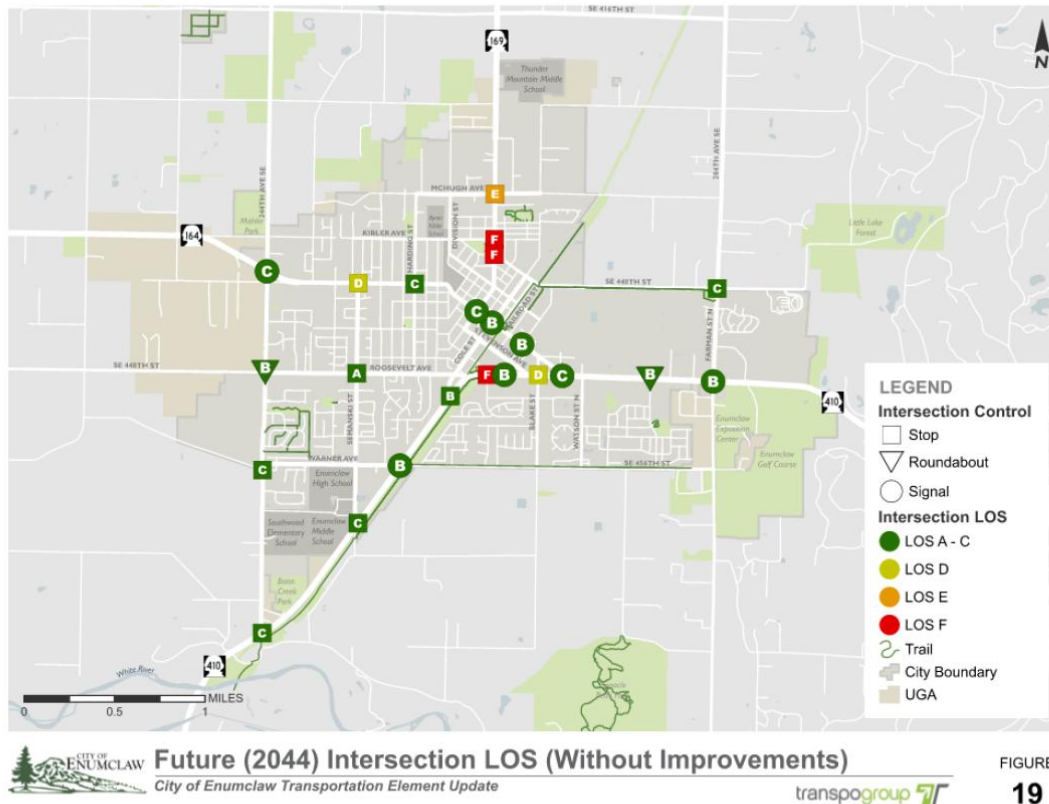


**Existing (2023) PM Peak Hour Intersection LOS**  
 City of Enumclaw Transportation Element Update FIGURE 13



City of Enumclaw

4. Transportation Element



Comprehensive Plan

TR-40 Planning Commission Draft, January 2025

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.
  - a. Warner Ave Overlay: grind and overlay for asphalt on Warner Ave from Schmidt St to Blake St. ADA Ramp upgrades, striping, raised pavement markers.
  - b. 288<sup>th</sup> Avenue Overlay: grind and overlay for asphalt on 288<sup>th</sup> Golf Course Road from SR410 to parking lot.
  - c. Jewell Street Overlay: grind and overlay for asphalt on Jewell St. 22 ADA curb ramp upgrades, raised pavement markers.
  - d. Stevenson Ave Improvements (2025 Hard Surface Repairs): PCC concrete pavement replacement, curb and gutter and sidewalk replacement from 1<sup>st</sup> St to Garret St.
  - e. Marshall Ave Frontage Improvements (2025 Hard Surface Repairs): Rehabilitate sidewalk, add curb bulb outs with two ADA compliant ramps from Cole St to Railroad St.



- f. Marshall Ave ADA Improvements and JJ Smith Frontage Improvements (2025 Hard Surface Repairs): Sidewalk and four ADA ramp retrofits on Marshall Ave from Fell St to Park St.
- g. Pioneer St Sidewalk Improvements (2025 Hard Surface Repairs): Sidewalk extension from Montgomery Ave to SR 410. Installation of sidewalk concrete panels, planter strip, curb and gutter to fill sidewalk gap.
- h. Marshall Ave Intersection Improvements (2025 Hard Surface Repairs): Upgrade 8 ADA curb ramps and repave Marshall Ave and Wells St intersection, curb bulb outs and storm drainage improvements.
- i. 2025 Hard Surface Repairs Miscellaneous Sites (2025 Hard Surface Repairs): repair and renovate 21 sites including PCC road panels, sidewalks, and driveways. Hard Surface Repairs map included in **Attachment 3**.

City of Enumclaw Transportation Projects for 2025 are mapped out in **Attachment 4**. The CoE transportation projects are also overlaid with the Map of Race and Ethnicity by Block in Enumclaw (Source: <https://statisticalatlas.com/place/Washington/Enumclaw/Race-and-Ethnicity>)

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.
- a. Identify members of the LPA's transportation planning and/or advisory groups by race, color, and national origin
    - i. Transportation Planning Staff
      - 1. City Planner – Chris Pasinetti, Caucasian, White, USA
      - 2. City Engineer – Dwayne Walker, Caucasian, White, USA
    - ii. Transportation Benefit District (TBD) (See **Attachment 5**)
      - 1. Public Works Director-Brian Spindor, Caucasian, White, USA
      - 2. Administrative Manager-Dianna Billingsley, Caucasian, White, USA
      - 3. Transportation Engineer-Dwayne Walker, Caucasian, White, USA
      - 4. Construction Inspector-Kayla Clay, Caucasian, White, USA
    - iii. Community and Economic Development and Public Works Committees: The committee members are made up of the City Council members who are elected to their position. The current makeup of the City Council are 3 male and 4 female members. See breakout of committee members in **Attachment 6**.
    - iv.
  - b. 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.
    - i. All Committee and council meetings are open to the public for participation. Those wishing to speak directly to council are asked to sign-in, otherwise no attendance is kept of the public. Meeting attendance is considered low and approximately trends with the current population trends of the City of Enumclaw.
    - ii. Public Involvement Form – Meetings done by the planning commission and Transportation element were kept with a voluntary sign in sheet. No Public Involvement Form (**Attachment 7**) were completed as part of these meetings.



- iii. Public meetings for City Council, committees, boards and commissions are posted on the City website (**Attachment 8**). Most meetings have start times in the late afternoon/evening hours 4-7PM PST start time.
  - c. 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.
    - i. No language assistance services were requested during this reporting period.
    - ii. No documents were requested to be translated during the reporting period.
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 negotiating contracts (e.g., consultants).

Construction projects are routinely advertised in the Seattle Daily Journal of Commerce, Enumclaw Courier Herald, Builder Exchange website, and on the Office of Minority and Women's Business Enterprises websites/newspapers. Title VI language is routinely included in advertisements and construction contracts. Once the advertising period is complete, received bids are publicly opened and read for transparency. The Bid Tabulation Results and apparent low bidder are announced through same project advertisement channels. Staff then review each bid for responsiveness, irregularities, and confirm the low bid. A Staff Report and Agenda Bill are prepared and presented to City Council for review and award authorization.

Consultant contracts are advertised in the same manner (Seattle Daily Journal of Commerce, Enumclaw Courier Herald, Builder Exchange website, and on the Office of Minority and Women's Business Enterprises websites/newspapers) at least one day per week for two consecutive weeks. Consultant firms are allowed three weeks response time from the initial date of publication to request interviews. Negotiated contracts typically include interviews and request for proposal for a particular service. After interviews are conducted and proposals are reviewed, public works staff will independently score each proposal. If necessary, a panel interview either virtually or in-person are conducted with a short list of candidates. Staff member scores are combined to determine the overall combined score in which the highest score gets awarded the contract.

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?)

WSDOT standard specification 1-07.11(2)A is included in all construction contracts. The following notice is included in all construction contracts and advertisements:

"It is the City of Enumclaw's policy to assure that no person shall, on the grounds of race, color, or national origin, as provided by Title VI of the Civil Rights Act of 1964, be excluded from participation in, be denied the benefits of, or be otherwise discriminated against under any of its federally funded programs and activities. Any person, who believes his /her Title VI protection has been violated, may file a complaint with City of Enumclaw's Public Works Department."



The City of Enumclaw has the clauses of Appendix A through E of this assurance posted on the City website: <https://www.cityofenumclaw.net/DocumentCenter/View/8303/NonDiscrimination-Assurance>

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).
  - a. 2025 Hard Surface Repairs: \$575,906 - TBD and City Funding, no DBE award
  - b. Warner Avenue Overlay: \$137,318 – State and City Funding, no DBE award
  - c. Jewell St Overlay: \$379,515 – TBD and City Funding, no DBE award
  - d. 288<sup>th</sup> Avenue Overlay: \$123,163 - TBD Funding, no DBE award
  
14. Education & Training: Describe actions taken to promote Title VI compliance through education and trainings, including monitoring and review processes, and their outcomes/status.
  - a. List Title VI training/webinars your Title VI Coordinator attended this reporting period. Include dates and entity that conducted the training.
    - i. Zachary Jones: Title VI Training for Local Public Agencies; WSDOT LTAP; 06/03/2025
  - b. 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.
    - i. Title VI internal training was not conducted by staff during this reporting period
  - c. List other civil rights training conducted locally. Provide dates and a list of participants by job title and Title VI role, if applicable.
    - i. Other civil rights training was not conducted or attended during this reporting period.
  
15. Title VI Goals for Upcoming Year
  - a. 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.
    - i. Goals from Last Report
      1. Translate and make available City of Enumclaw complaint form in Spanish: Currently in review
      2. Make public involvement forms available to complete voluntarily at open house and public meetings: Public involvement forms available at City Council Meetings. No forms received this year
      3. Train new hires and existing staff Title VI principles
        - a. No new hires this year. No internal staff trainings conducted.
    - ii. Goals for the upcoming year
      1. Increase utilization of Public Involvement Form.
      2. Complete final approval of Spanish documents



**ATTACHMENT 1**  
**TITLE VI COMPLAINT LOG**



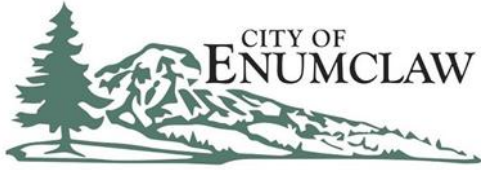


# ATTACHMENT 2

## COMPLAINT FORM







**Title VI Complaint Form**

*What remedy are you seeking for the alleged discrimination? Please note that this process will not result in the payment of punitive damages or financial compensation.*

\_\_\_\_\_  
\_\_\_\_\_

*List any other persons that we should contact for additional information in support of your complaint. Please list their names, phone numbers, address, email address below.*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*Have you filed your complaint, grievance, or lawsuit with any other agency or court?*

Who \_\_\_\_\_ When \_\_\_\_\_

Status (pending, resolved, etc.) \_\_\_\_\_ Result, if known \_\_\_\_\_

Complaint number, if known \_\_\_\_\_

*Do you have an attorney in this matter?* \_\_\_\_\_

Name (print) \_\_\_\_\_

Phone \_\_\_\_\_ Address \_\_\_\_\_

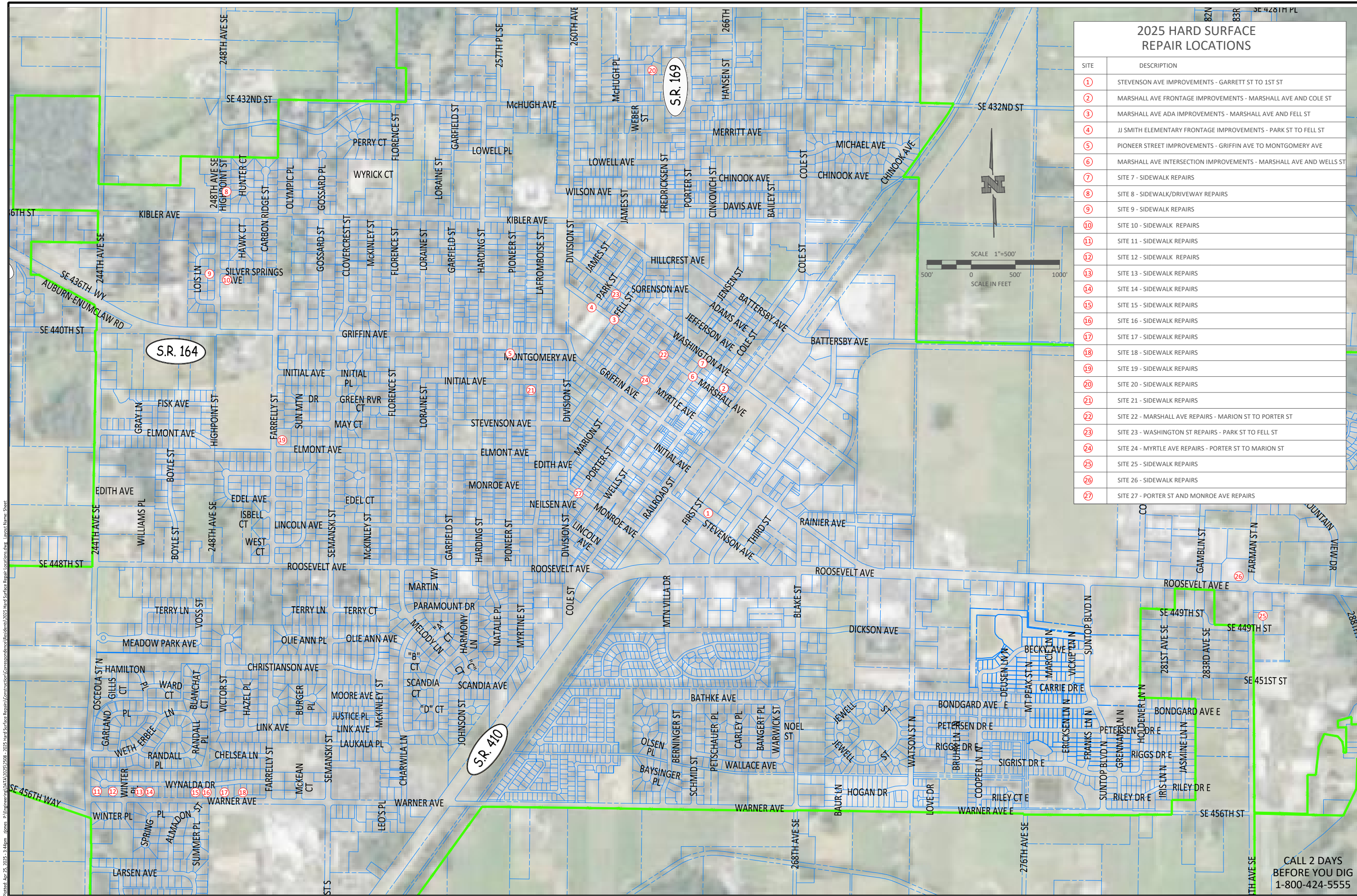
City \_\_\_\_\_ Zip \_\_\_\_\_

Signed \_\_\_\_\_ Date \_\_\_\_\_

**ATTACHMENT 3**

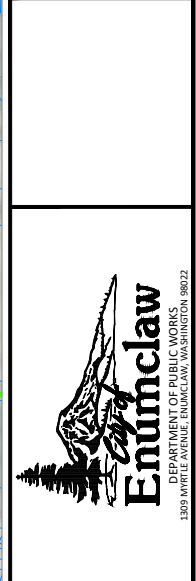
**2025 HARD SURFACE REPAIRS MAP**





2025 HARD SURFACE REPAIR LOCATIONS	
SITE	DESCRIPTION
1	STEVENSON AVE IMPROVEMENTS - GARRETT ST TO 1ST ST
2	MARSHALL AVE FRONTAGE IMPROVEMENTS - MARSHALL AVE AND COLE ST
3	MARSHALL AVE ADA IMPROVEMENTS - MARSHALL AVE AND FELL ST
4	JJ SMITH ELEMENTARY FRONTAGE IMPROVEMENTS - PARK ST TO FELL ST
5	PIONEER STREET IMPROVEMENTS - GRIFFIN AVE TO MONTGOMERY AVE
6	MARSHALL AVE INTERSECTION IMPROVEMENTS - MARSHALL AVE AND WELLS ST
7	SITE 7 - SIDEWALK REPAIRS
8	SITE 8 - SIDEWALK/DRIVEWAY REPAIRS
9	SITE 9 - SIDEWALK REPAIRS
10	SITE 10 - SIDEWALK REPAIRS
11	SITE 11 - SIDEWALK REPAIRS
12	SITE 12 - SIDEWALK REPAIRS
13	SITE 13 - SIDEWALK REPAIRS
14	SITE 14 - SIDEWALK REPAIRS
15	SITE 15 - SIDEWALK REPAIRS
16	SITE 16 - SIDEWALK REPAIRS
17	SITE 17 - SIDEWALK REPAIRS
18	SITE 18 - SIDEWALK REPAIRS
19	SITE 19 - SIDEWALK REPAIRS
20	SITE 20 - SIDEWALK REPAIRS
21	SITE 21 - SIDEWALK REPAIRS
22	SITE 22 - MARSHALL AVE REPAIRS - MARION ST TO PORTER ST
23	SITE 23 - WASHINGTON ST REPAIRS - PARK ST TO FELL ST
24	SITE 24 - MYRTLE AVE REPAIRS - PORTER ST TO MARION ST
25	SITE 25 - SIDEWALK REPAIRS
26	SITE 26 - SIDEWALK REPAIRS
27	SITE 27 - PORTER ST AND MONROE AVE REPAIRS

REVISIONS	
NO.	DESCRIPTION
1	
2	
3	
4	
5	
6	



**CITY OF ENUMCLAW**  
**2025 HARD SURFACE REPAIRS**  
**SITE LOCATIONS**

PROJECT NO.:	
SURVEYED BY:	
DESIGNED BY:	ZJ
DRAWN BY:	
CHECKED BY:	
DATE:	4/28/2025

**1 OF 1**

Printed: Apr 25, 2025, 3:44pm - alphas - P:\Engineering\DATA\2025\2508 - 2025 Hard Surface Repairs\Construction\Comps\enumclaw\2025 Hard Surface Repairs\Locations.dwg - Layout Name: Sheet

CALL 2 DAYS  
BEFORE YOU DIG  
1-800-424-5555

**ATTACHMENT 4**

**CITY OF ENUMCLAW**  
**TRANSPORTATION PROJECTS 2025**



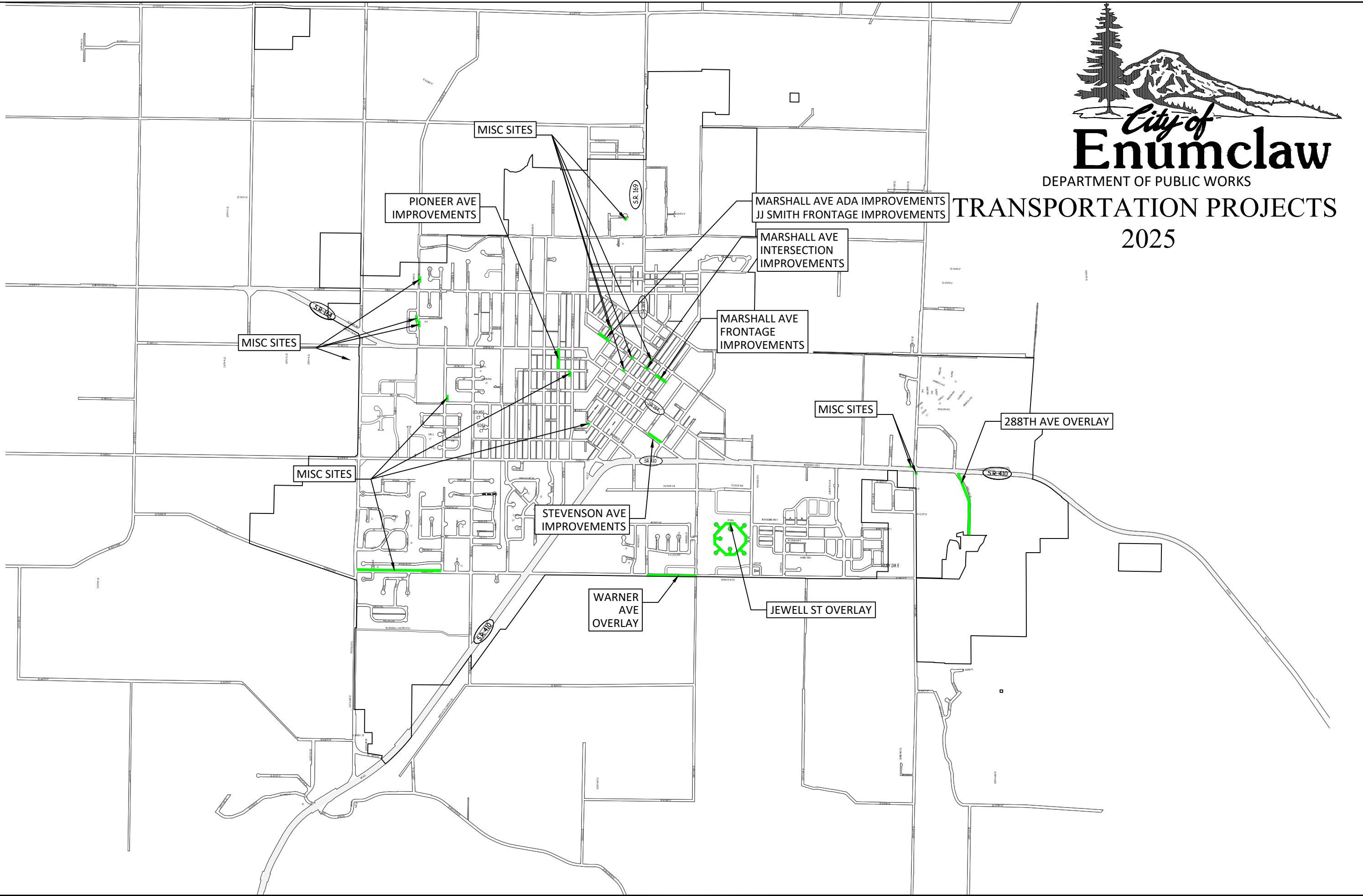


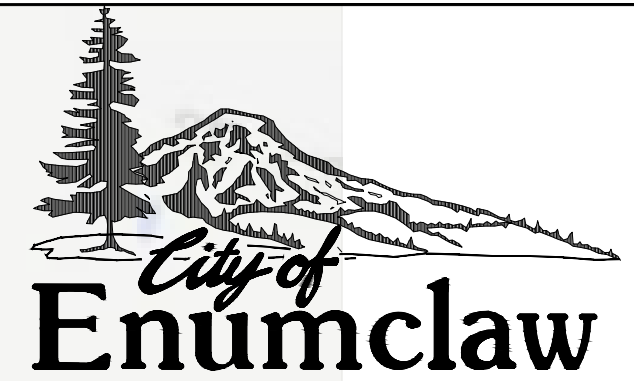
# City of Enumclaw

DEPARTMENT OF PUBLIC WORKS

## TRANSPORTATION PROJECTS

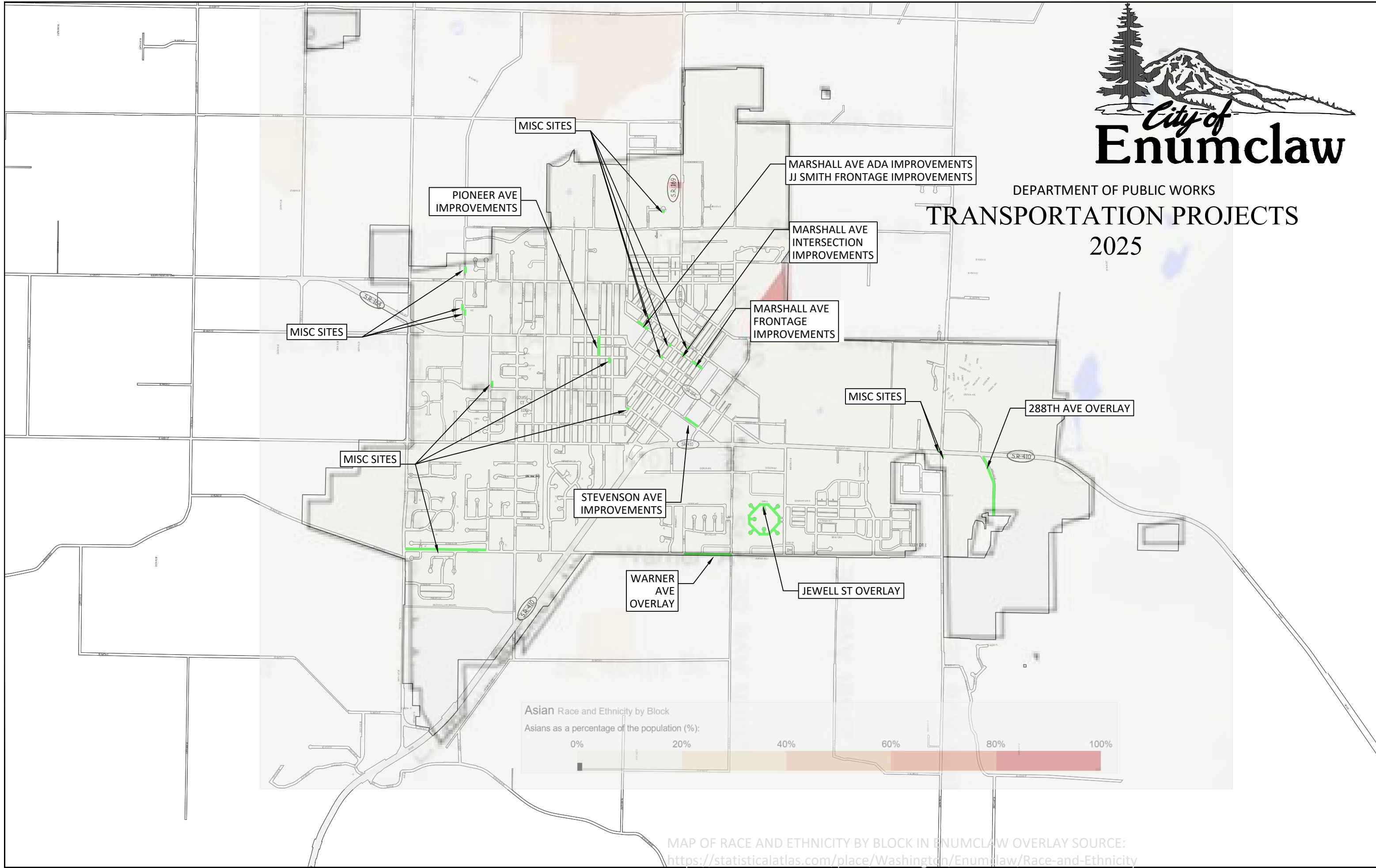
### 2025





DEPARTMENT OF PUBLIC WORKS

# TRANSPORTATION PROJECTS 2025

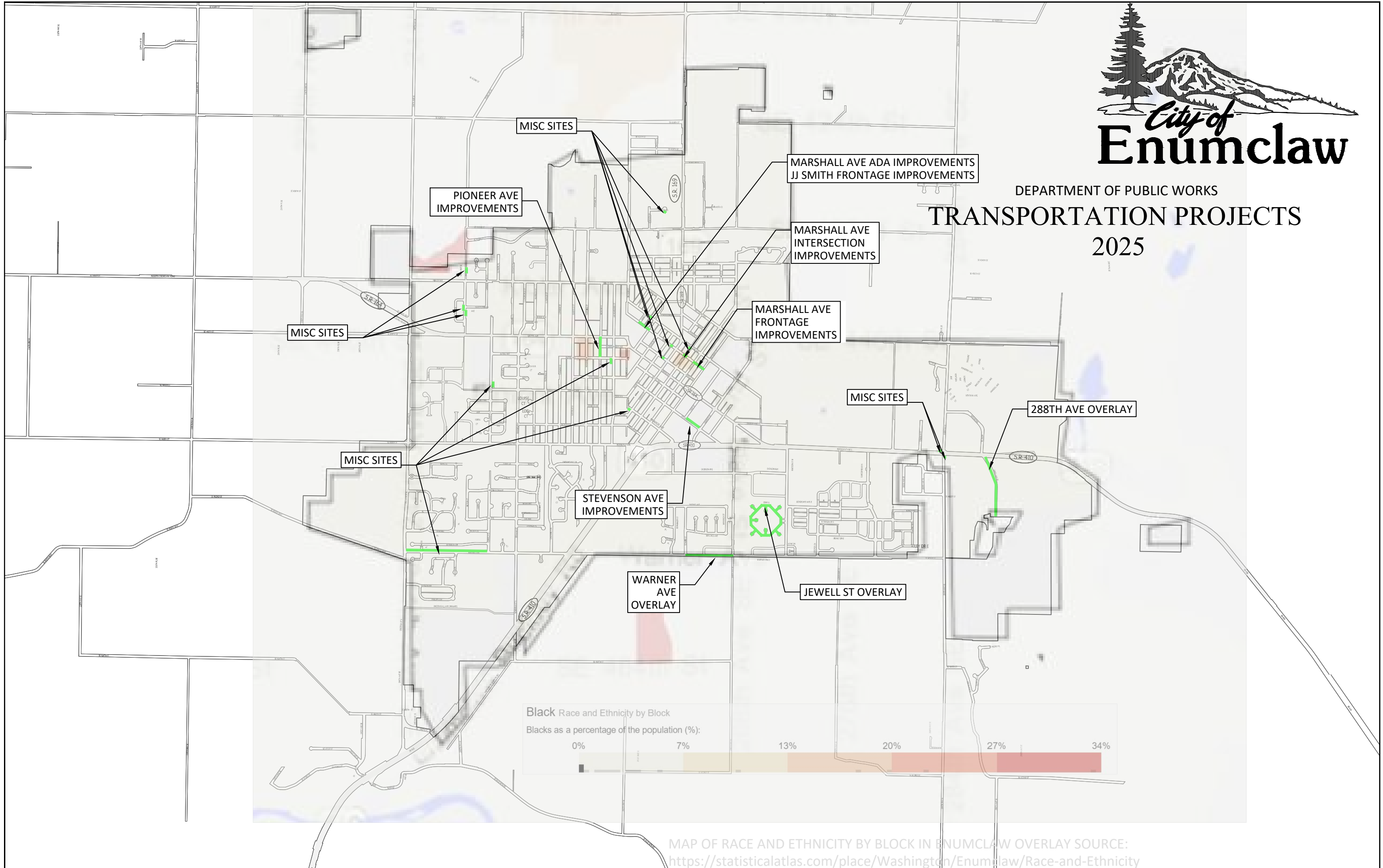


MAP OF RACE AND ETHNICITY BY BLOCK IN ENUMCLAW OVERLAY SOURCE:  
<https://statisticalatlas.com/place/Washington/Enumclaw/Race-and-Ethnicity>

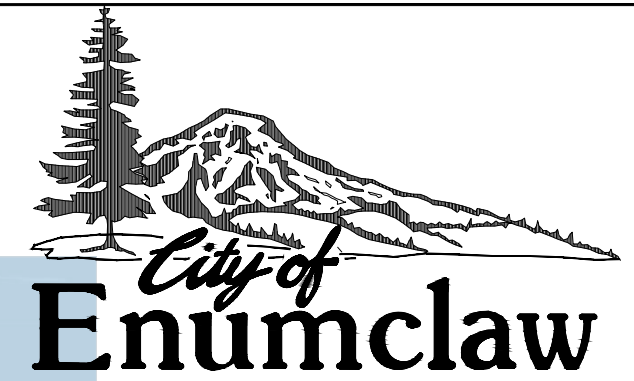


DEPARTMENT OF PUBLIC WORKS

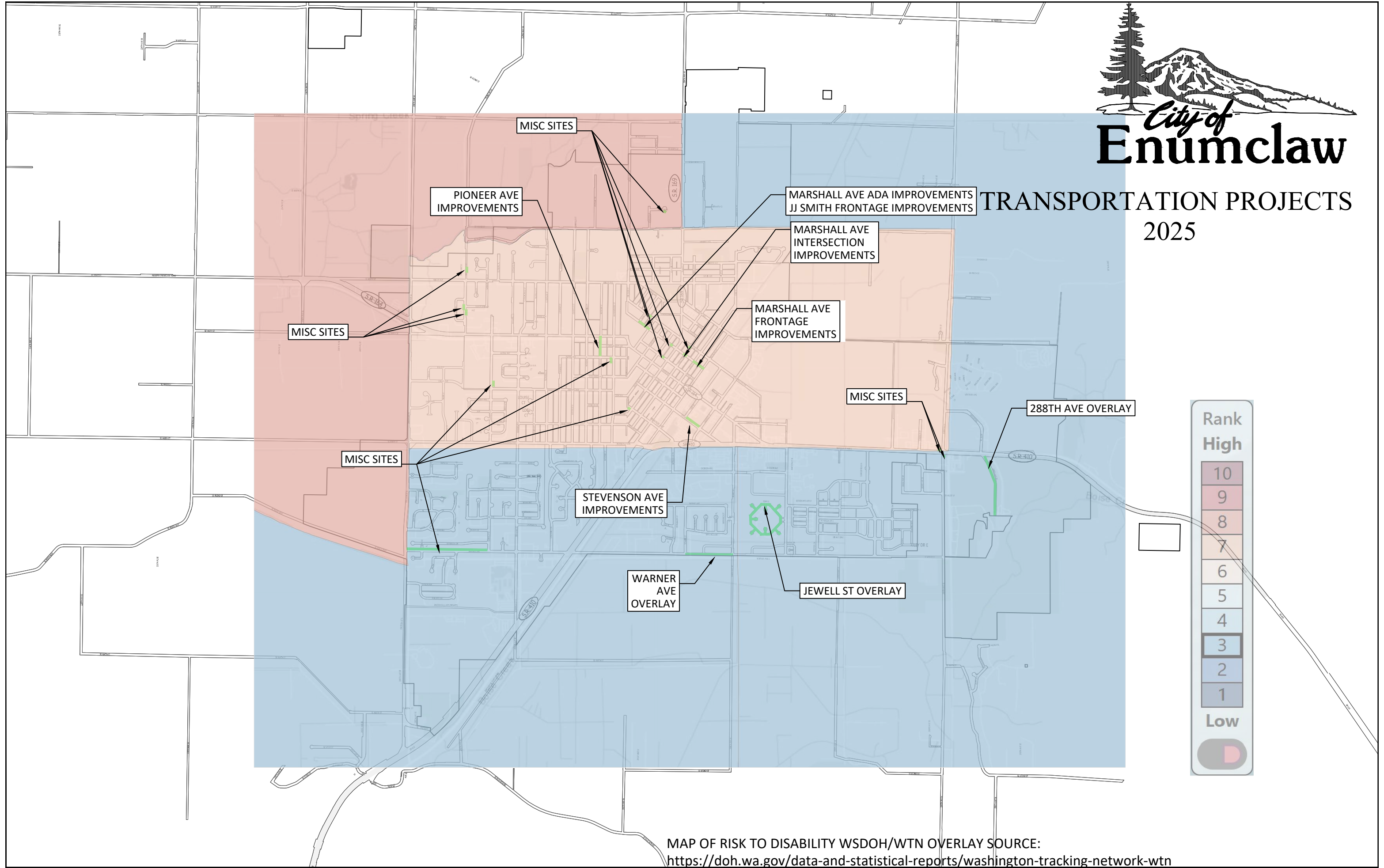
# TRANSPORTATION PROJECTS 2025



MAP OF RACE AND ETHNICITY BY BLOCK IN ENUMCLAW OVERLAY SOURCE:  
<https://statisticalatlas.com/place/Washington/Enumclaw/Race-and-Ethnicity>



# TRANSPORTATION PROJECTS 2025

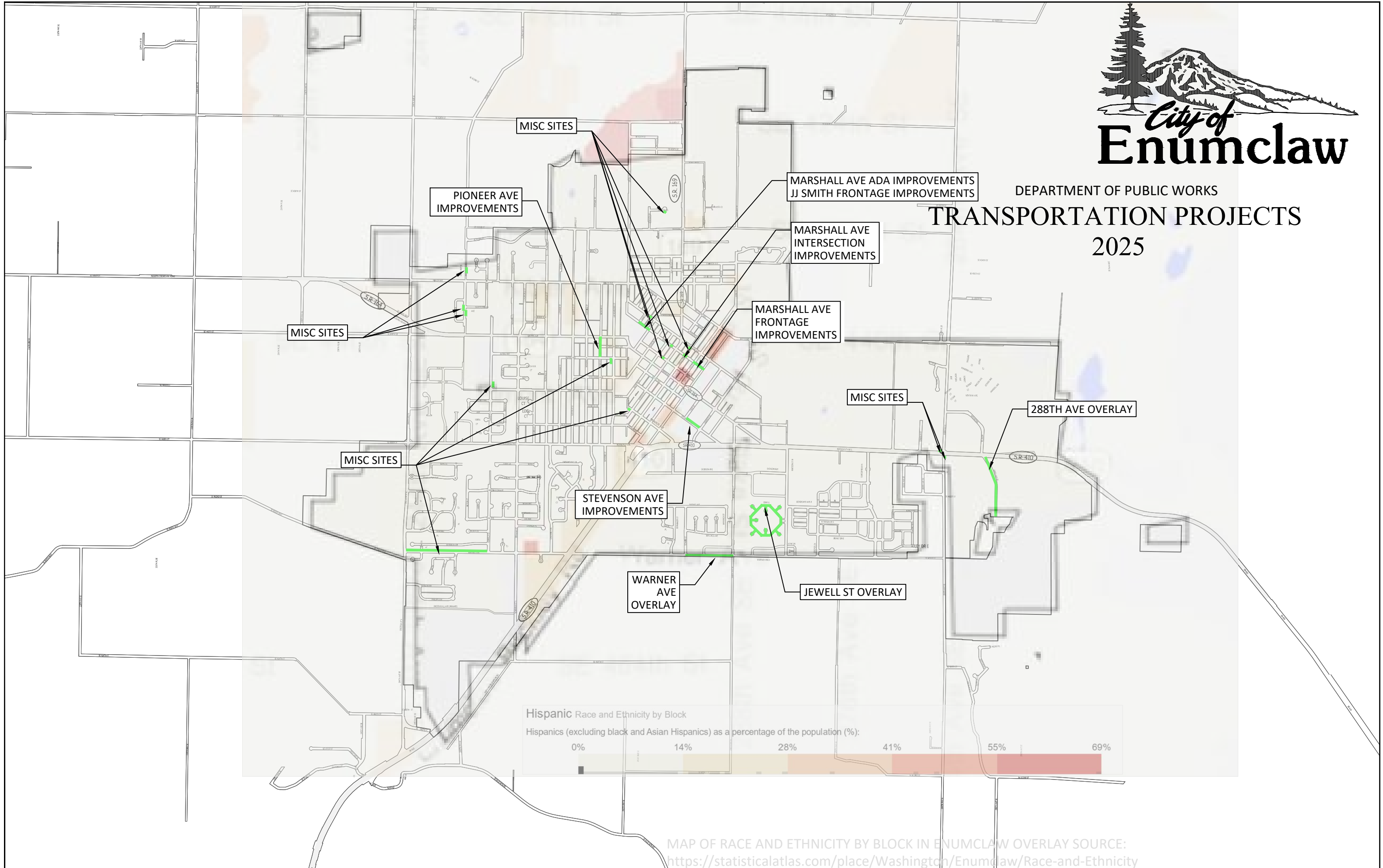


MAP OF RISK TO DISABILITY WSDOH/WTN OVERLAY SOURCE:  
<https://doh.wa.gov/data-and-statistical-reports/washington-tracking-network-wtn>



DEPARTMENT OF PUBLIC WORKS

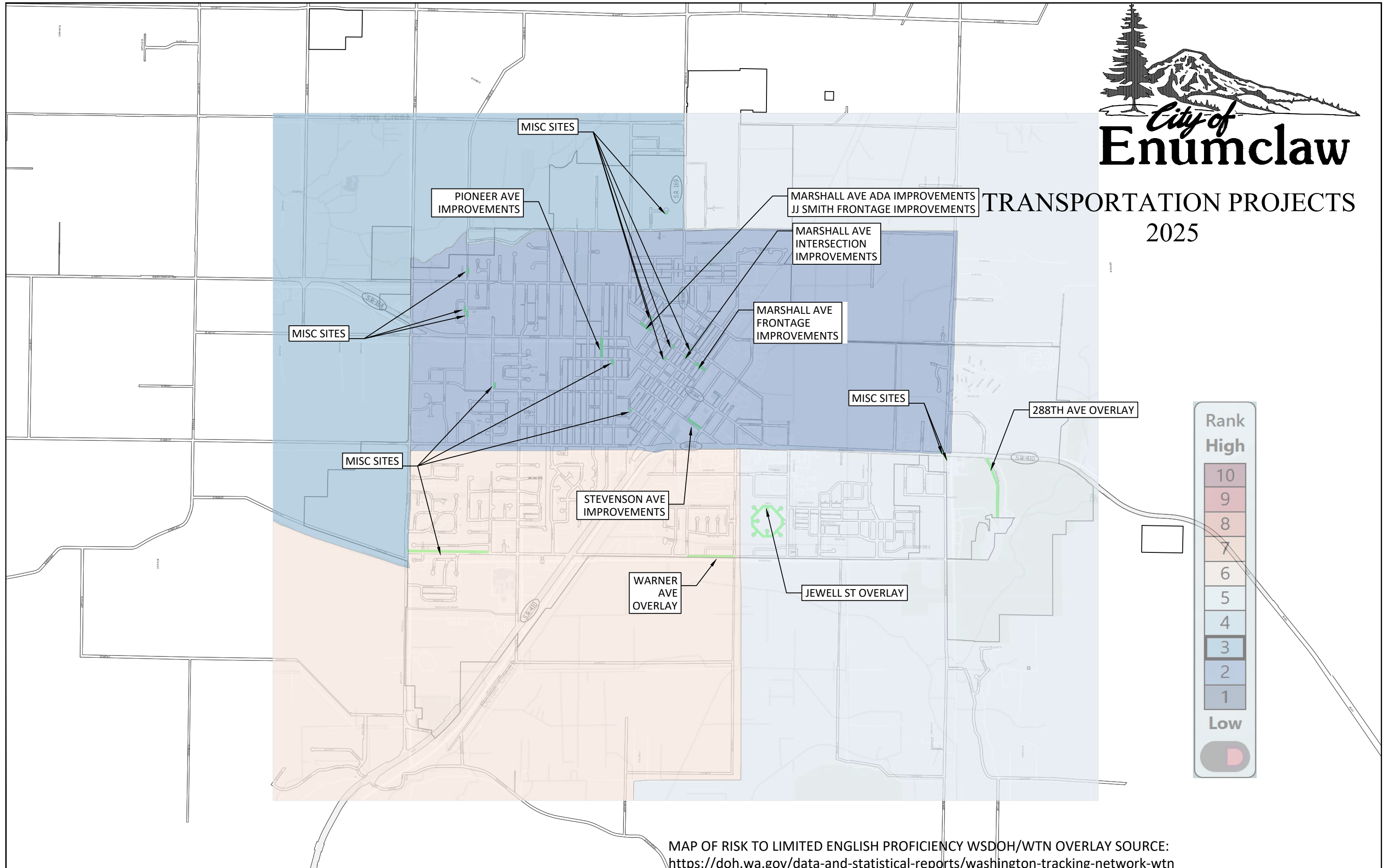
# TRANSPORTATION PROJECTS 2025



MAP OF RACE AND ETHNICITY BY BLOCK IN ENUMCLAW OVERLAY SOURCE:  
<https://statisticalatlas.com/place/Washington/Enumclaw/Race-and-Ethnicity>



# TRANSPORTATION PROJECTS 2025

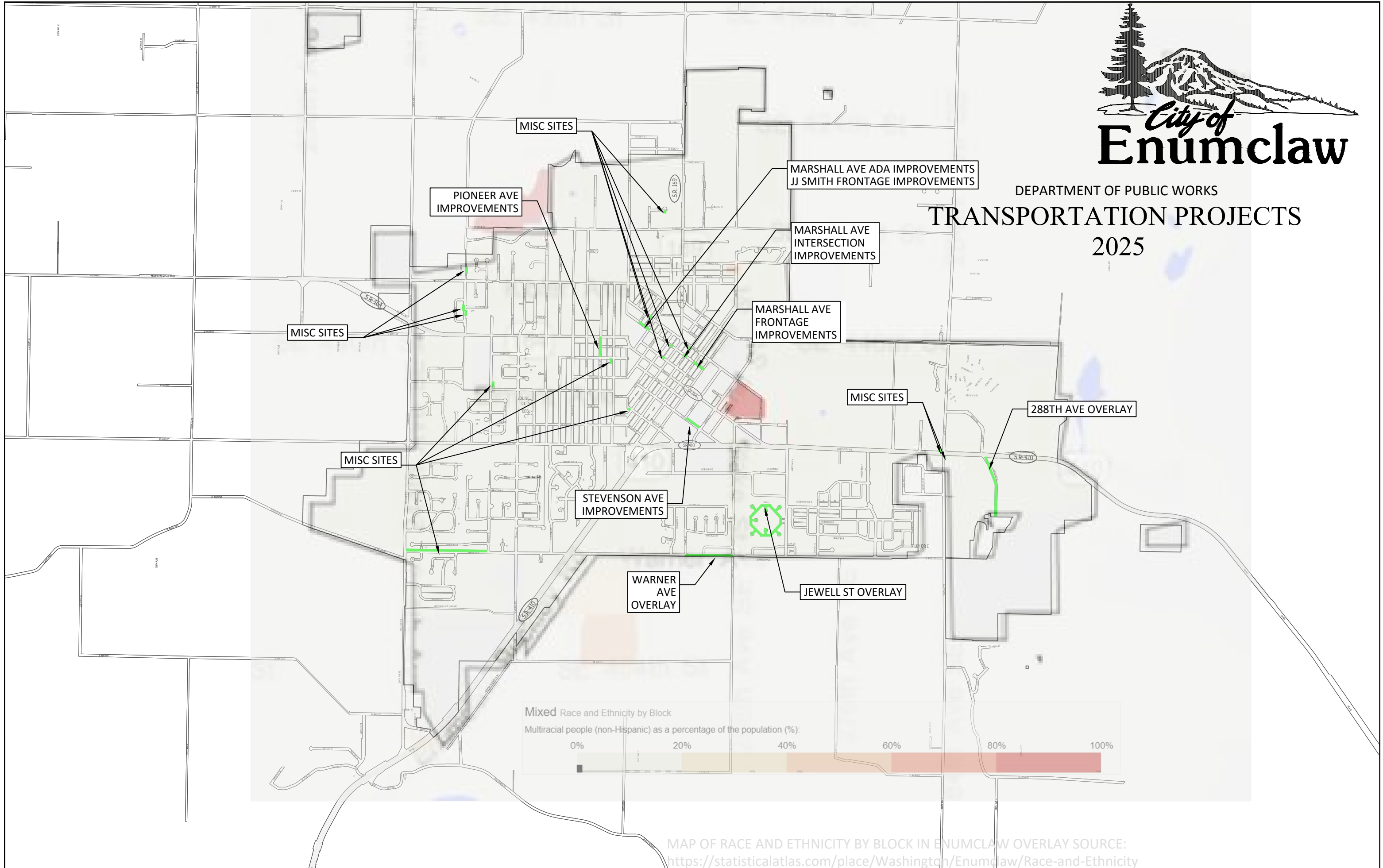


MAP OF RISK TO LIMITED ENGLISH PROFICIENCY WSDOH/WTN OVERLAY SOURCE:  
<https://doh.wa.gov/data-and-statistical-reports/washington-tracking-network-wtn>



DEPARTMENT OF PUBLIC WORKS

# TRANSPORTATION PROJECTS 2025

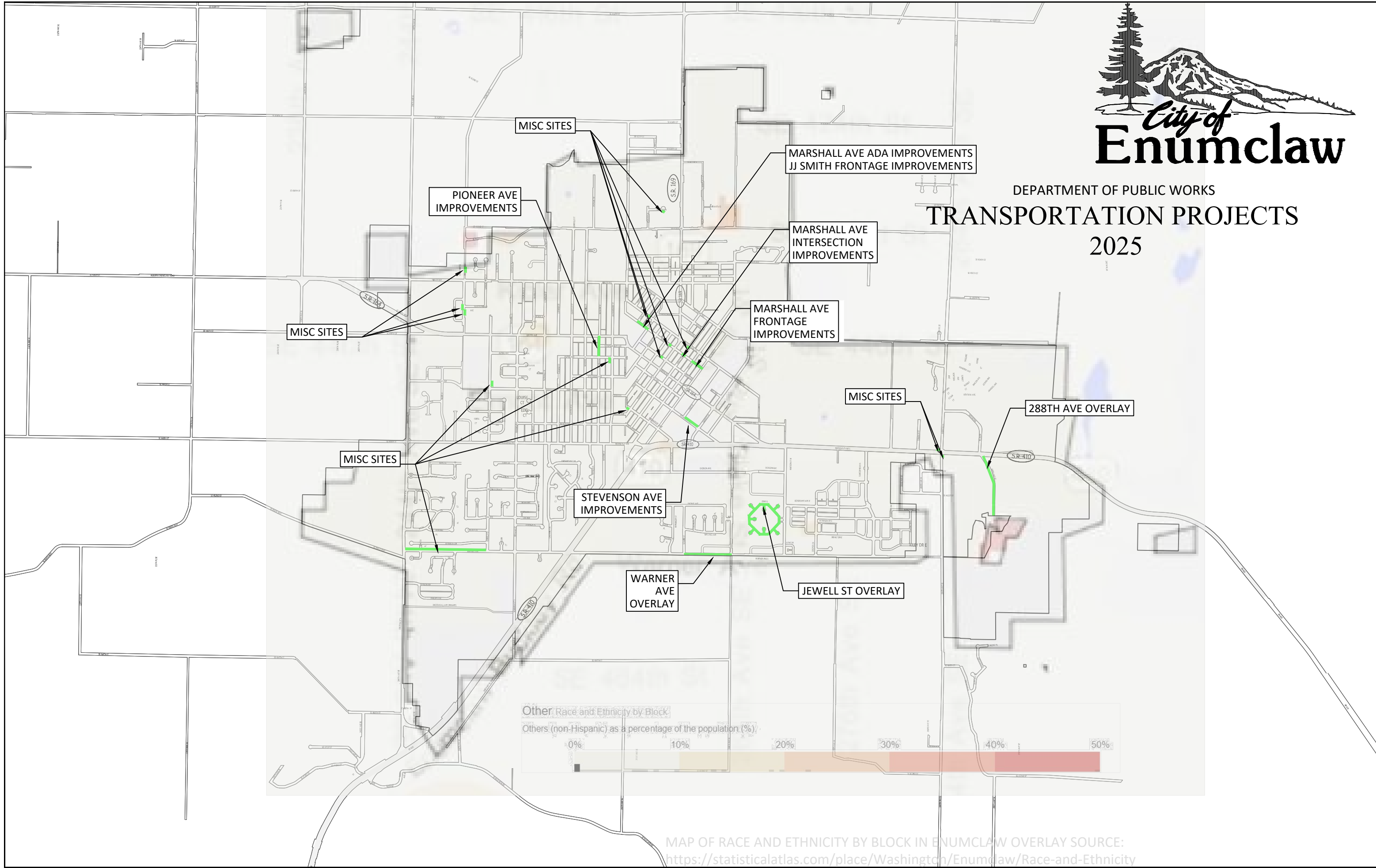


MAP OF RACE AND ETHNICITY BY BLOCK IN ENUMCLAW OVERLAY SOURCE:  
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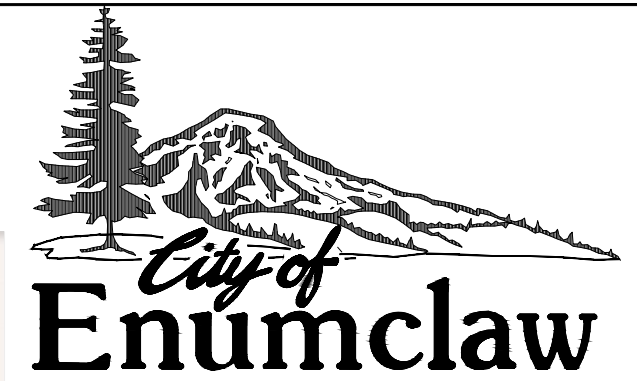


DEPARTMENT OF PUBLIC WORKS

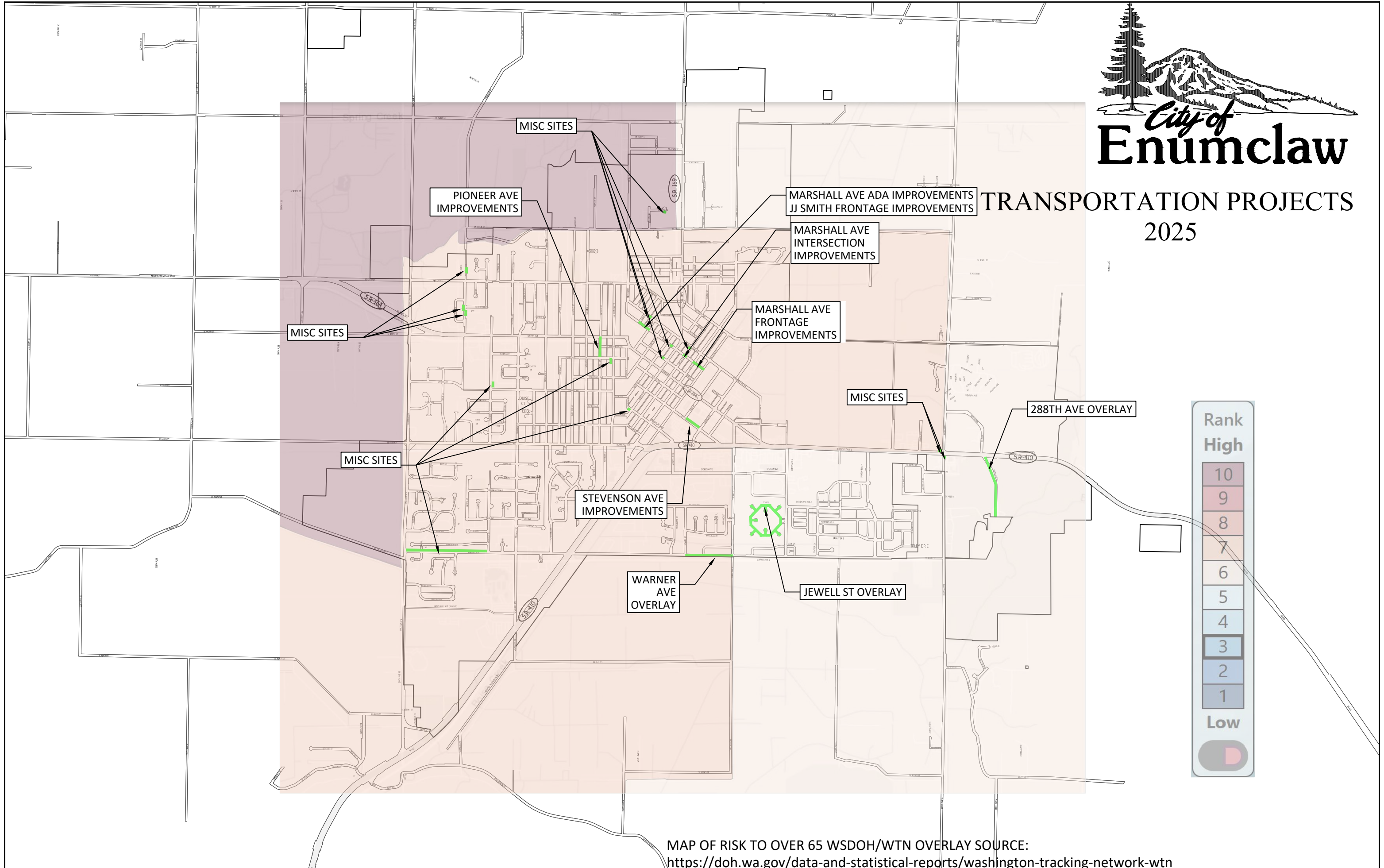
# TRANSPORTATION PROJECTS 2025



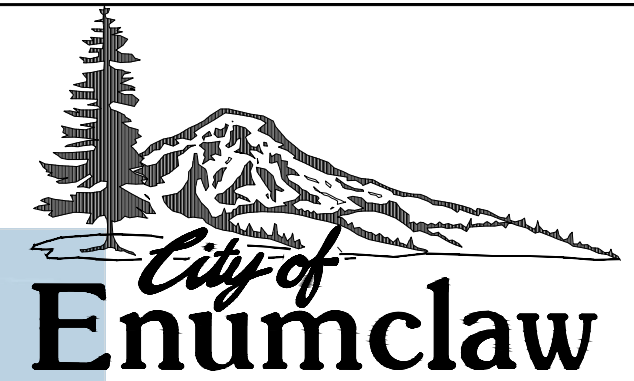
MAP OF RACE AND ETHNICITY BY BLOCK IN ENUMCLAW OVERLAY SOURCE:  
<https://statisticalatlas.com/place/Washington/Enumclaw/Race-and-Ethnicity>



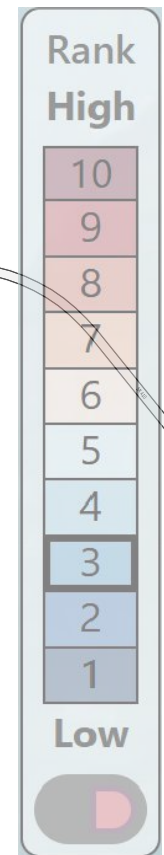
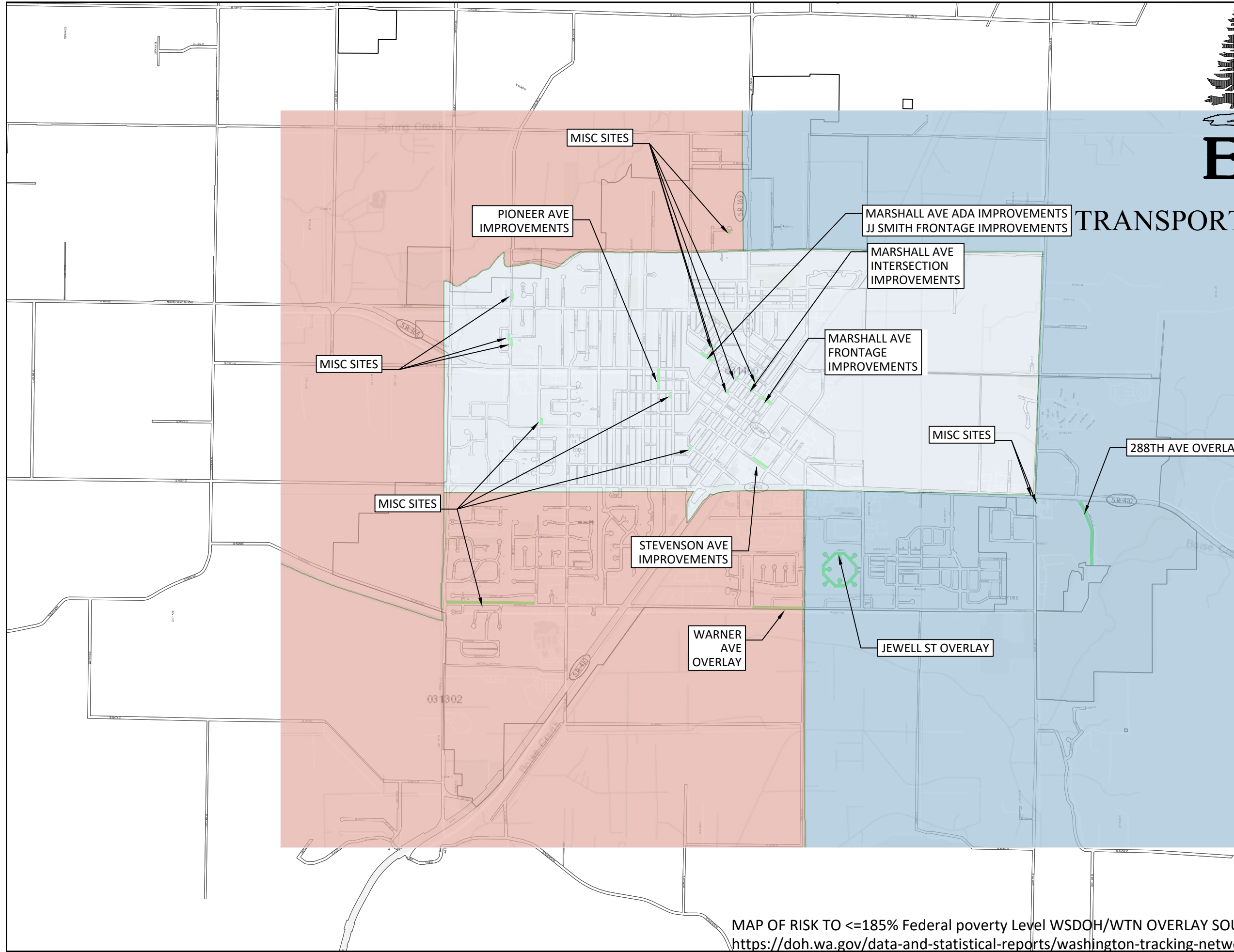
# TRANSPORTATION PROJECTS 2025



MAP OF RISK TO OVER 65 WSDOH/WTN OVERLAY SOURCE:  
<https://doh.wa.gov/data-and-statistical-reports/washington-tracking-network-wtn>



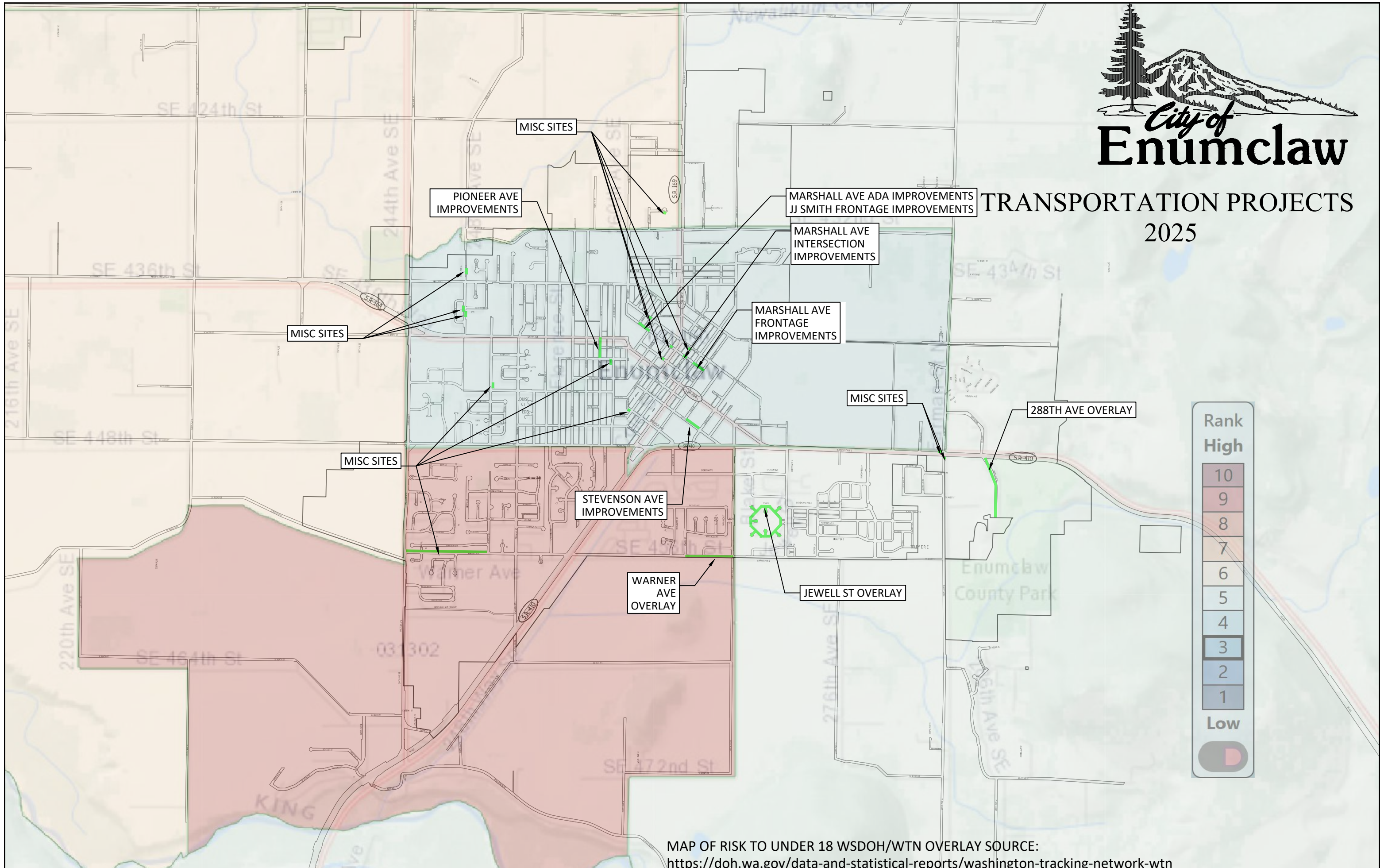
# TRANSPORTATION PROJECTS 2025



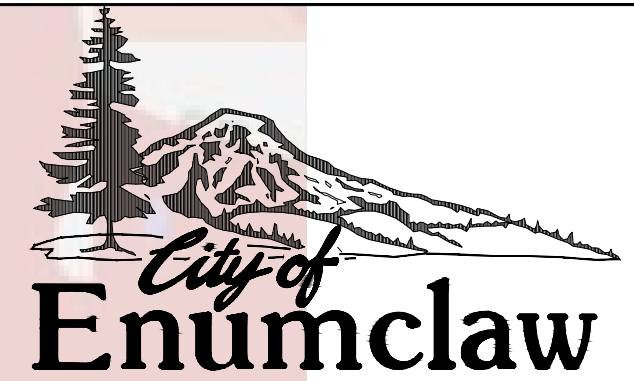
MAP OF RISK TO <=185% Federal poverty Level WSDOH/WTN OVERLAY SOURCE:  
<https://doh.wa.gov/data-and-statistical-reports/washington-tracking-network-wtn>



# TRANSPORTATION PROJECTS 2025

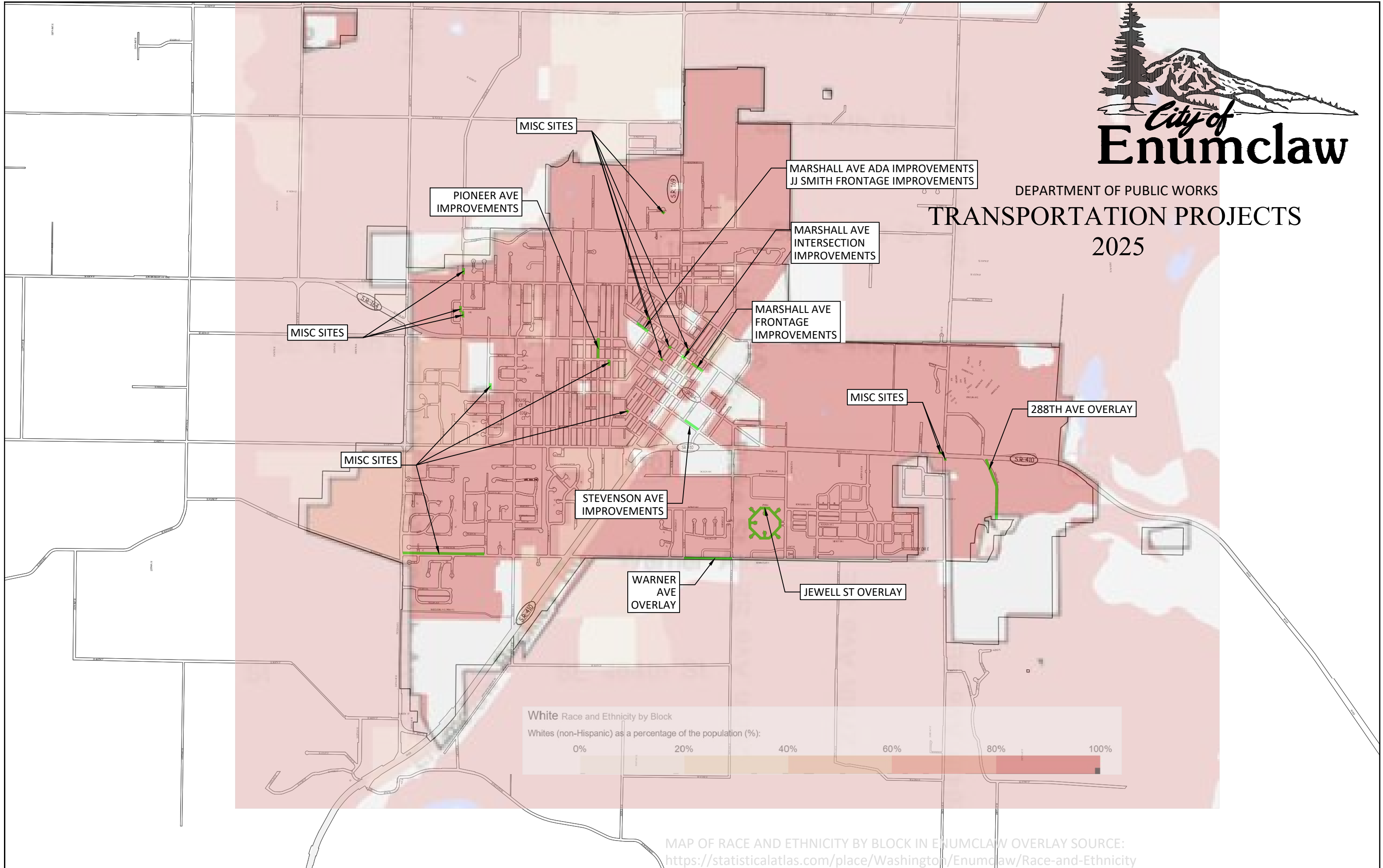


MAP OF RISK TO UNDER 18 WSDOH/WTN OVERLAY SOURCE:  
<https://doh.wa.gov/data-and-statistical-reports/washington-tracking-network-wtn>



DEPARTMENT OF PUBLIC WORKS

# TRANSPORTATION PROJECTS 2025



MAP OF RACE AND ETHNICITY BY BLOCK IN ENUMCLAW OVERLAY SOURCE:  
<https://statisticalatlas.com/place/Washington/Enumclaw/Race-and-Ethnicity>

**ATTACHMENT 5**

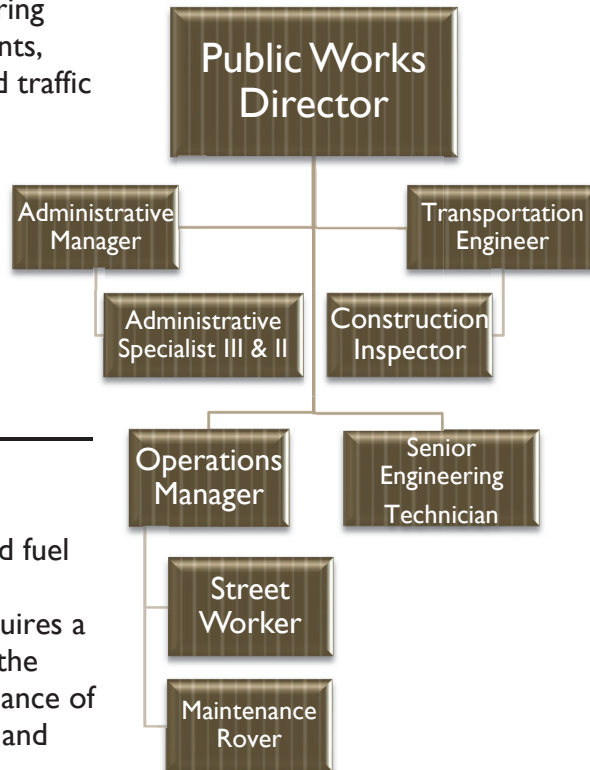
**STREET FUND AND  
TRANSPORTATION BENEFIT DISTRICT  
(TBD) FUND**



# Street Fund 110

## WHO

The Public Works Department is responsible for the operation and maintenance of public streets, sidewalks, and alleys as well as the city's stormwater management program. The Engineering Division manages capital improvements, pavement rehabilitation projects, and traffic control devices and performs development review of new street designs. The Operations Division performs street, sidewalk and alley maintenance, snow & ice removal, street sweeping, roadside mowing, and traffic control device maintenance.



## PURPOSE

- The fund collects state-shared fuel tax revenue based on census population estimates and requires a general fund subsidy to fund the basic operations and maintenance of the public streets, sidewalks, and street lighting. Capital and rehabilitation projects require revenue from other sources such as grants, vehicle license fees, REET, and/or impact fees.

## STRATEGIC PRIORITIES

- The Street Fund requires a significant subsidy from the General Fund to fund the current level of operations and maintenance. Priorities are maintaining the City's Street and Sidewalk network.
- Aggressively pursue all grant opportunities for street pavement rehabilitation

## 2025 Highlights

- Crack Sealing
- Pavement markings
- Wells St/Marshall Ave Intersection Reconstruction
- Pioneer Street sidewalk connection
- Stevenson Ave sidewalk replacement
- Mt Peak Village ADA ramp upgrades
- Cole Street/Marshall Sidewalk/ADA Improvements
- Traffic Data Collection Equipment Upgrades

## 2026 Key Projects

- Citywide Paint Striping
- City Hall parking lot improvements
- Intersection Studies Porter St McHugh Ave/ Intersection Control Study
- Roosevelt Ave/Griffin Ave Intersection Control Study

Street Fund 110	Actuals 2024	Budget 2025	Yr End Est 2025	Budget 2026	\$ Diff	% Diff
<b>Revenues</b>						
Beginning Fund Balance	\$ 280,588	\$ 360,066	\$ 360,066	\$ 585,977	\$ 225,911	63%
Licenses & Permits	33,166	20,000	32,000	22,000	2,000	10%
Intergovernmental	248,479	247,000	246,500	247,000	-	0%
Charges for Services	16,925	18,500	24,000	18,500	-	0%
Interest & Other	53,506	3,500	4,800	3,500	-	0%
Transfers In	590,000	540,000	540,000	640,000	100,000	19%
<b>Operating Revenues</b>	942,076	829,000	847,300	931,000	102,000	12%
<b>Project Revenues</b>	1,934,414	1,556,812	1,669,145	168,883	(1,387,929)	-89%
<b>Total Street Revenues</b>	<u>\$ 3,157,078</u>	<u>\$ 2,745,878</u>	<u>\$ 2,876,511</u>	<u>\$ 1,685,860</u>	<u>\$ (1,060,018)</u>	<u>-39%</u>
<b>Expenditures</b>						
Salaries	224,405	230,634	232,766	350,900	120,266	52%
Personnel Benefits	83,121	87,655	82,360	82,880	(4,775)	-5%
Supplies	43,031	63,000	60,450	62,500	(500)	-1%
Street Lighting	185,760	185,000	185,000	185,000	-	0%
Services/Charges	58,145	41,100	34,100	65,900	24,800	60%
Interfund Services	200,398	224,145	224,145	220,820	(3,325)	-1%
<b>Operating Expenditures</b>	794,860	831,534	818,821	968,000	136,466	16%
Projects & Capital Outlay <i>(Detail below)</i>	1,999,752	1,641,812	1,462,950	168,883	(1,472,929)	-90%
Transfer Out-Facilities, ER&R & DP Fund	-	3,343	3,343	3,500	157	5%
Deposits and retainage	2,400	232,416	5,420	229,996	(2,420)	-1%
Debt Service	-	-	-	-	-	0%
<b>Total Street Expenditures</b>	<u>\$ 2,797,012</u>	<u>\$ 2,709,105</u>	<u>\$ 2,290,534</u>	<u>\$ 1,370,379</u>	<u>\$ (1,338,726)</u>	<u>-49%</u>
					<b>Reserve Goal</b>	
Available Fund Balance (Goal 2.5%)	\$ 89,575	\$ 3,512	\$ 308,020	\$ 259,060	24,200	
Committed for O&M @ 4%	31,794	33,261	33,261	38,720	38,720	
Reserved-Retainage	238,697	-	244,697	17,701	-	
Reserved-Paths & Trails 0.42% of MVFT	-	-	-	-	-	
<b>Ending Fund Balance</b>	<u>\$ 360,066</u>	<u>\$ 36,773</u>	<u>\$ 585,977</u>	<u>\$ 315,481</u>	<u>\$ 62,920</u>	

Projects/Capital Revenue & Expenditure Detail	Actuals 2024	Budget 2025	Yr End Est 2025	Budget 2026
<b>Revenues</b>				
Transfer In for Capital Impr & Machinery	\$ 27,145	\$ -	\$ -	\$ -
776 244th/Roosevelt Impr-Transfer Impact fees	686,132	-	-	-
776 244th/Roosevelt Impr-TIB grant	457,440	-	169,719	-
791 City parking lot impr-Transfer REET	23,004	-	-	-
792 EV Charging Station-Transfer REET	1,803	-	-	-
799 Sidewalk Impr-Developer Contribution	6,320	-	-	-
799 Sidewalk Impr-TIB grant	380,504	-	-	-
799 Sidewalk Impr-Transfer Impact Fee	301,054	-	-	-
799 Sidewalk Impr-Transfer TBD	12,000	-	-	-
802 Porter St Pedestrian Impr-Transfer REET	6,118	13,883	-	13,883
818 Fire Dept Frontage Impr-Transfer TBD	-	30,000	29,997	-
818 Fire Dept Frontage Impr-Transfer REET	-	87,265	87,265	-
830 Downtown Shelter Painting -Transfer REET	16,079	-	-	-
839 Hard Surface Repairs - Transfer TBD	-	336,715	322,811	-
839 Hard Surface Repairs - Transfer REET	-	298,007	250,636	-
840 Pavement Preservation - TIB grant	-	116,720	121,609	-
840 Pavement Preservation - Transfer TBD/REET	-	669,222	670,244	-
Intersection Control Proj 2603 - Transfer REET	-	-	-	70,000
Machinery & Equipment	16,815	5,000	16,864	-
Marshall Ave Impr Proj 2604-Transfer REET	-	-	-	35,000
City Hall Parking Lot Impr Proj 2616 - Tran REET	-	-	-	50,000
<b>Total Project Revenues</b>	<u>\$ 1,934,414</u>	<u>\$ 1,556,812</u>	<u>\$ 1,669,145</u>	<u>\$ 168,883</u>
<b>Expenditures</b>				
776 244th/Roosevelt Improvements Proj 2208	\$ 1,213,806	\$ 85,000	\$ 84,579	\$ -
791 City Parking Lot Impr Proj 2114	23,004	-	-	-
792 EV Charging Station Proj 2216	2,482	-	-	-
799 Sidewalk Improvements Proj 2300	697,230	-	-	-
802 Porter St Pedestrian Impr Proj 2311	6,118	13,883	-	13,883
818 Fire Dept Frontage Impr Proj 2407	353	117,265	117,262	-
830 Downtown Shelter Painting Proj 2455	16,079	-	-	-
839 Hard Surface Repairs Proj 2508	-	634,722	573,447	-
840 Pavement Preservation Proj 2509	-	785,942	670,798	-
Intersection Control Evaluations Proj 2603	-	-	-	70,000
Marshall Ave Improvements Proj 2604	-	-	-	35,000
City Hall Parking Lot Impr Proj 2616	-	-	-	50,000
Capital Improvements & Machinery	40,680	5,000	16,864	-
<b>Total Project Expenditures</b>	<u>\$ 1,999,752</u>	<u>\$ 1,641,812</u>	<u>\$ 1,462,950</u>	<u>\$ 168,883</u>
<b>Project Net</b>	<u>\$ (65,338)</u>	<u>\$ (85,000)</u>	<u>\$ 206,195</u>	<u>\$ -</u>

<b>Staffing in FTE's</b>	2.21	2.21	2.21	2.20
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# Transportation Benefit District - Fund 112

## WHO

The Transportation Benefit District (TBD) is a quasi-municipal corporation and independent taxing district created for the sole purpose of acquiring, constructing, improving, providing, and funding transportation improvements within the district. The TBD is funded via a \$20 annual vehicle fee per registered vehicle within the district and .1% sales tax.

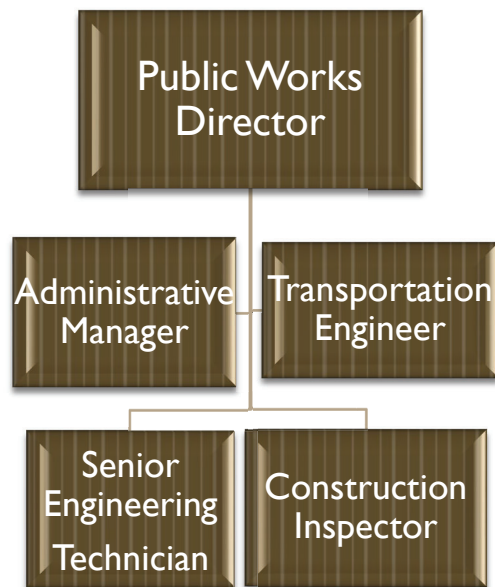
RCW 35.21.225 governs formation of TBDs by cities.

## PURPOSE

- The fund was formed to accelerate the rehabilitation of city streets and to establish a program to preserve the city's transportation infrastructure.

## STRATEGIC PRIORITIES

- Bring all city streets to a sustainable condition of maintenance within the remaining 2 years of funding by the TBD. Inform and educate public about the TBD and encourage renewal during the 2025 vote.



## 2025 Highlights

- ✓ Updated and extended the TBD for another 10 years
- ✓ Jewell Steet grind and overlay
- ✓ 288th Avenue (Golf Course Rd) grind and overlay and parking addition
- ✓ Warner Avenue grind and overlay

## 2026 Key Projects

- 2025 Pavement Maintenance – Seal Coat various local streets Citywide
- Blake Street grind and overlay – Warner Ave to Noel St
- 2026 ADA ramp improvements

Transportation Benefit Fund 112	Actuals 2024	Budget 2025	Yr End Est 2025	Budget 2026	\$ Diff	% Diff
<b>Revenues</b>						
Beginning Fund Balance	1,139,102	1,178,973	1,178,973	713,687	(465,286)	-39%
Vehicle Fees	243,122	245,000	242,700	245,000	-	0%
TBD Sales Tax	516,869	508,000	523,000	523,000	15,000	3%
Retainage	-	-	-	-	-	0%
Misc Revenue	50,153	42,000	42,000	40,000	(2,000)	-5%
<b>Operating Revenues</b>	<b>810,144</b>	<b>795,000</b>	<b>807,700</b>	<b>808,000</b>	<b>13,000</b>	<b>2%</b>
Project Revenues <i>(Detail below)</i>	239,845	-	-	-	-	0%
Debt Proceeds	-	-	-	-	-	0%
<b>Total TBF Revenues</b>	<b>\$ 2,189,091</b>	<b>\$ 1,973,973</b>	<b>\$ 1,986,673</b>	<b>\$ 1,521,687</b>	<b>\$ (452,286)</b>	<b>-23%</b>
<b>Expenditures</b>						
Salary	95,937	118,115	120,005	103,362	(14,753)	-12%
Benefits	31,313	33,525	32,056	33,646	121	0%
Supplies	7	22,000	17,500	-	(22,000)	-100%
Services/Charges	1,057	2,500	1,500	1,500	(1,000)	-40%
Interfund Services	35,352	54,560	54,560	43,517	(11,043)	-20%
<b>Operating Expenditures</b>	<b>163,666</b>	<b>230,700</b>	<b>225,621</b>	<b>182,025</b>	<b>(48,675)</b>	<b>-21%</b>
Projects & Capital Outlay <i>(Detail below)</i>	617,956	865,111	826,102	565,000	(300,111)	-35%
Transfer Out	6,786	-	-	-	-	0%
Retainage	-	-	-	-	-	0%
Debt Service	221,710	221,263	221,263	221,719	456	0%
<b>Total TBF Expenditures</b>	<b>\$ 1,010,118</b>	<b>\$ 1,317,074</b>	<b>\$ 1,272,986</b>	<b>\$ 968,744</b>	<b>\$ (397,005)</b>	<b>-30%</b>
Reserved-Retainage	-	-	-	-	\$ -	0%
Available Fund Balance	1,178,973	656,899	713,687	552,943	\$ (103,956)	-16%
<b>Ending Fund Balance</b>	<b>\$ 1,178,973</b>	<b>\$ 656,899</b>	<b>\$ 713,687</b>	<b>\$ 552,943</b>	<b>\$ (103,956)</b>	<b>-16%</b>

Projects/Capital Revenue & Expenditure Detail	Actuals 2024	Budget 2025	Yr End Est 2025	Budget 2026
<b>Revenues</b>				
813 244th Ave Overlay Proj 2403.1	159,132	-	-	-
815 Watson St Overlay Proj 2403.3	80,713	-	-	-
<b>Total Project Revenues</b>	<b>239,845</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Expenditures</b>				
Traffic Counter Replacement	-	30,000	7,008	-
799 Sidewalk Improvements Proj 2300	12,000	-	-	-
812 Monroe Ave Overlay Proj 2405	121,817	-	-	-
813 244th Ave Overlay Proj 2403.1	184,281	-	-	-
814 268th Ave Overlay Proj 2403.2	204,813	-	-	-
815 Watson St Overlay Proj 2403.3	95,045	-	-	-
818 Fire Dept Frontage Improvements Proj 2407	-	30,000	29,997	-
839 Hard Surface Repairs Proj 2508	-	336,715	322,811	-
840 Pavement Preservation Proj 2509	-	468,396	466,286	-
Pavement Preservation Proj 2601	-	-	-	100,000
ADA Ramp Improvements Proj 2602	-	-	-	80,000
Marshall Ave Improvements Proj 2604	-	-	-	385,000
<b>Total Project Expenditures</b>	<b>\$ 617,956</b>	<b>\$ 865,111</b>	<b>\$ 826,102</b>	<b>\$ 565,000</b>
<b>Project Net</b>	<b>(378,111)</b>	<b>(865,111)</b>	<b>(826,102)</b>	<b>(565,000)</b>

<b>Staffing in FTE's</b>	0.80	0.80	0.80	0.80
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# **ATTACHMENT 6**

## **CITY COUNCIL MEMBERS**



# City of Enumclaw Council Members

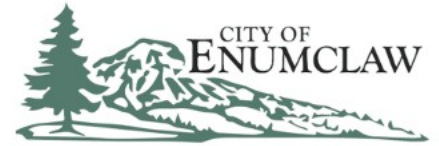
**Corrie Koopman Frazier**



**Jan Martinell**



**Sabrina Solmonsens-Waterhouse**



**Chance LaFleur**



**Brodie Smith**



**Amber Stanley**



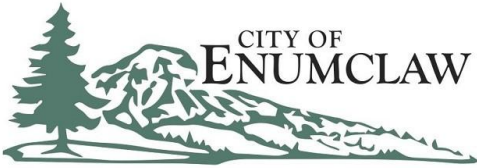
**Ed Storton**



# ATTACHMENT 7

## PUBLIC INVOLVEMENT FORM





## Title VI Public Involvement

Title VI of the Civil Rights Act of 1964 states, “No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.”

The Local Public Agency (LPA) staff in charge of managing public meetings and community engagement will handle the information gathered as confidentially as possible. For further information regarding this process, please contact the City of Enumclaw Public Works Department and the Title VI Coordinator by phone at 360-825-3593.

Please respond to the following questions:

Project Name	Date
Location of Public Meeting	

Name (Optional) <i>(Please print):</i>
--

Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Other <input type="checkbox"/> Prefer not to disclose	Disability: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Prefer not to disclose
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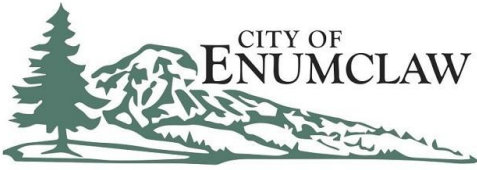
<b>General Ethnic Identification Categories (Check as many as apply):</b>		
<input type="checkbox"/> Black or African American	<input type="checkbox"/> Hispanic or Latino	<input type="checkbox"/> Native Hawaiian/Pacific Islander
<input type="checkbox"/> Asian	<input type="checkbox"/> Caucasian	<input type="checkbox"/> American Indian/Alaskan Native
<input type="checkbox"/> Other	<input type="checkbox"/> Prefer not to disclose	

<b>Country of Birth:</b>		
<input type="checkbox"/> Canada	<input type="checkbox"/> China	<input type="checkbox"/> Korea
<input type="checkbox"/> Germany	<input type="checkbox"/> Japan	<input type="checkbox"/> Philippines
<input type="checkbox"/> Mexico	<input type="checkbox"/> England	<input type="checkbox"/> USA
<input type="checkbox"/> Other	<input type="checkbox"/> Prefer not to disclose	<input type="checkbox"/> Somali

<b>What is your Marital Status?</b>		
<input type="checkbox"/> Single	<input type="checkbox"/> Married	<input type="checkbox"/> Divorced
<input type="checkbox"/> Widowed	<input type="checkbox"/> In a domestic partnership	<input type="checkbox"/> Prefer not to disclose

<b>Language Spoken at Home (Check as many as apply):</b>		
<input type="checkbox"/> English Only	<input type="checkbox"/> Korean	<input type="checkbox"/> German
<input type="checkbox"/> Tagalog	<input type="checkbox"/> Russian	<input type="checkbox"/> Arabic
<input type="checkbox"/> Spanish	<input type="checkbox"/> Chinese	<input type="checkbox"/> Vietnamese
<input type="checkbox"/> Prefer not to disclose	<input type="checkbox"/> Other	<input type="checkbox"/> Somali

<b>Age:</b>		
<input type="checkbox"/> Under 18	<input type="checkbox"/> 18-24	<input type="checkbox"/> 25-34
<input type="checkbox"/> 35-44	<input type="checkbox"/> 45-54	<input type="checkbox"/> 55-64
<input type="checkbox"/> 65-79	<input type="checkbox"/> 80+	<input type="checkbox"/> Prefer not to disclose



## Title VI Public Involvement

After you have completed this form, please place it inside the designated box on the registration table.

***Thank you for your cooperation!***

### **Title VI Notice to the Public**

It is City of Enumclaw's policy to assure that no person shall, on the grounds of race, color, national origin, as provided by Title VI of the Civil Rights Act of 1964, be excluded from participation in, be denied the benefits of, or be otherwise discriminated against under any of its programs and activities. Any person who believes his/her Title VI protection has been violated, may file a complaint with the City of Enumclaw. For additional information regarding Title VI complaint procedures and/or information regarding our nondiscrimination obligations, please contact the Public Works Department at 360-825-3593.

### **Americans with Disability Act (ADA) Information**

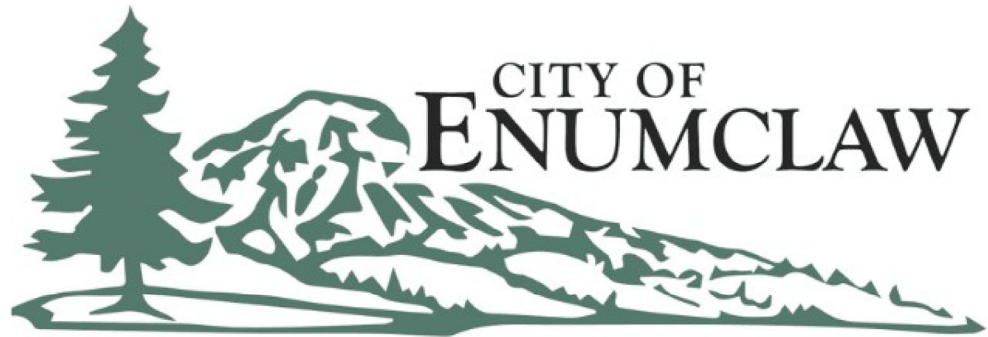
In compliance with Title II of the Americans with Disabilities Act and Section 504 of the Rehabilitation Act of 1973, it is the City of Enumclaw's policy to assure that no person with a disability shall be excluded from participation in, be denied the benefits of, or otherwise discriminated against under any of its programs, services, or activities solely based on that disability. Any person who believes their ADA protection has been violated may file a complaint with City of Enumclaw. This material can be made available in an alternate format by emailing [pwinbox@ci.enumclaw.wa.us](mailto:pwinbox@ci.enumclaw.wa.us) or by calling toll free, 360-825-3593. Persons who are deaf or hard of hearing may make a request by calling 360-825-3593.

**ATTACHMENT 8**

**COUNCIL COMMITTEES,  
BOARDS, AND COMMISSIONS**



## City Council



### Engage with Us!

Your Enumclaw City Council wants to hear from you.

- Send us an [email](#), or a message via [online feedback](#).
- Provide comment at a public meeting.
- Contact the Administration Department at 360-615-5608 to leave a phone message.

Our seven-member City Council serves as the City's legislative body, provides policy direction, enacts legislation and approves an annual budget. They are elected to four year terms and must reside in the city limits. The Enumclaw Municipal Code reference for the City Council is Section 2.04.

The City Council provides policy direction through five [standing committees](#). Regular City Council meetings are held twice monthly to take action on City business. Visit [here](#) for agendas, minutes, and videos of these meetings.

### Meetings

- 7:00 p.m., 2nd and 4th Mondays of each month
- Check the [calendar](#) for any approved changes to meeting dates and times
- To be announced - study session / workshops
- City Hall Council Chambers (or by video-conferencing) | 1339 Griffin Ave | Enumclaw, WA 98022

## Council Committees

The City Council has committees to review and recommend policy and to oversee city functions. The public is always welcome to attend meetings.

Committee Name	Staff Liaison	Date	Time	Location	Committee Chair	Committee Members
Community and Economic Development	Chris Pasinetti, Comm Dev Dir	2nd & 4th Mondays	4:30 p.m.	Stevenson/Yerxa 1309 Myrtle Ave	LaFleur	Martinell Koopman Frazier
Community Services	Alina Hibbs, Parks & Rec Dir	3rd Monday	5:00 p.m.	Stevenson/Yerxa 1309 Myrtle Ave	Koopman Frazier	Smith Stanley
Finance	Kristen Reed, Finance Dir	2nd & 4th Mondays	6:30 p.m.	City Hall - Finance Dept	Koopman Frazier	Smith Stanley
Public Safety	Tim Floyd, Police Chief	3rd Monday	6:00 p.m.	Police Department	Martinell	Solmonsens- Waterhouse Storton
Public Works	Brian Spindor, Public Works Dir	2nd & 4th Mondays	5:30 p.m.	Stevenson/Yerxa 1309 Myrtle Ave	LaFleur	Solmonsens- Waterhouse Storton
Committee on Committees	n/a	Meet as Needed	TBD	City Hall	LaFleur	Koopman Frazier Martinell

For more information, contact Jessica Rose, City Clerk, at 360-615-5608.

City Council meetings are held every 2nd and 4th Monday at City Hall at 7:00 p.m.

Chamber of Commerce Liaison: Martinell, Liaison; Solmonsens-Waterhouse, Alternate

# Boards & Commissions

## ✓ ARTS COMMISSION

VACANT The Enumclaw Arts Commission is a 7-member body whose mission is to "...enrich the plateau area by coordinating and supporting literary, visual and performing artists and events, both amateur and professional." The Arts Commission works in cooperation with private and public organizations to sponsor and/or conduct programs to further public awareness of and interest in the arts.

### MEETINGS

- 4 p.m.
- 1st Wednesday of every month
- City Hall  
1339 Griffin Ave.  
Enumclaw, WA 98022

### MEMBERS

- Position No. 1: Twyla Colvin  
Term Expires December 31, 2026
- Position No. 2: VACANT  
Term Expires December 31, 2028
- Position No. 3: Janet Berthon  
Term Expires: December 31, 2026
- Position No. 4: James Kleinbeck  
Term Expires: December 31, 2026
- Position No. 5: Lindsey Ryan  
Term Expires: December 31, 2028
- Position No. 6: Anne Crandall  
Term Expires: December 31, 2028
- Position No. 7: Rachael Brooks  
Term Expires: December 31, 2028

The members are appointed to 3-year terms by the Mayor and confirmed by the City Council. For more information on the Arts Commission, please contact Jayme Wade, Cultural Programs & Event Coordinator, at 360-615-5619 or [jwade@ci.enumclaw.wa.us](mailto:jwade@ci.enumclaw.wa.us)

## ▼ CEMETERY BOARD

The Cemetery Board is a 5-member body charged with making all necessary rules and regulations to maintain the Evergreen Memorial Park in a manner befitting the solemnity of the grounds.

### MEETINGS

- Quarterly: 4 p.m.
- Evergreen Memorial Park Office  
23717 SE 416th  
Enumclaw, WA 98022

### MEMBERS

- Position No. 1: Vivian Froemke  
Term Expires: December 31, 2027
- Position No. 2: Jerry Metcalf  
Term Expires: December 31, 2027
- Position No. 3: Dawn Light-Trumbull  
Term Expires: December 31, 2027
- Position No. 4: Barbara Braun  
Term Expires: December 31, 2029
- Position No. 5: Jodine Burke (Chairperson)  
Term Expires: December 31, 2029

The members are appointed to 4-year terms by the Mayor and confirmed by the City Council. For more information about the Cemetery Board, please contact Alina Hibbs, Parks and Recreation Director, at 360-615-5619 or [ahibbs@ci.enumclaw.wa.us](mailto:ahibbs@ci.enumclaw.wa.us)

## ✓ CIVIL SERVICE COMMISSION

The Civil Service Commission is a 3-member body that governs appointments, advancements, demotions, suspensions, and discharges of police officers.

### MEETINGS

- 9 a.m.
- 3rd Wednesday of every month
- City Hall  
1339 Griffin Ave.  
Enumclaw, WA 98022

### MEMBERS

- Position No. 1: Ed Bickford (Chair)  
Term Expires: December 31, 2031
- Position No. 2: David Hoffman  
Term Expires: December 31, 2027
- Position No. 3: Albert Willis  
Term Expires: December 31, 2029
- Secretary: Katy McKee  
The secretary is appointed by the commission and is not a member of the commission

### CIVIL SERVICE RULES

Civil Service rules are updated periodically to account for changes in law, processes, and procedures. The current Civil Service Rules (last updated in August of 2023) can be found using the link below.

#### [CITY OF ENUMCLAW CIVIL SERVICE RULES](#)

The members are appointed to 6-year terms by the Mayor and confirmed by the City Council. For more information send an email [civilservice@ci.enumclaw.wa.us](mailto:civilservice@ci.enumclaw.wa.us)

## ✓ HEARING EXAMINER

The office of Hearing Examiner is an independent office of the city for the conduct of hearings on land use matters involving the interests of the city and its citizens over which jurisdiction from time to time is conferred on the Hearing Examiner by ordinance. Applications heard by the Hearing Examiner include Preliminary Plats, Variances, Conditional Use Permits, Administrative Appeals and Code Enforcement actions. The specific applications and appeals under the Hearing Examiner's jurisdiction are listed in EMC 15.13.090.

### MEETINGS

- 5:30 p.m.
- 1st Wednesday of every month
- City Hall  
1339 Griffin Ave.  
Enumclaw, WA 98022

#### Agendas & Minutes

Agendas are prepared prior to each meeting, minutes are available following approval.

[Most Recent Agenda \(PDF\)](#) | [All Agendas](#)

### HEARING EXAMINERS

- Sharon Rice
- Offices of Sharon Rice Hearing Examiner
- Mike McCarthy (Hearing Examiner Pro Tem)

Appointment to the office of Hearing Examiner is made by the Mayor, subject to confirmation by a majority of the members of the City Council. The Hearing Examiner is appointed for a term of 1 year and can be reappointed for succeeding 1-year terms. For more information on the Hearing Examiner, please contact the Community Development Department at 360-825-3593.

## ✓ HUMAN SERVICES ADVISORY BOARD

The purpose of the Human Services Advisory Board is to assist and advise elected officials in the city in identifying the local social service needs and recommending priorities to meet those needs.

### Meetings

- 5 p.m.
- Quarterly
- City Hall  
1339 Griffin Ave.  
Enumclaw, WA 98022

### Members

- Position No. 1: Rich Elfers  
Term Expires: December 31, 2026
- Position No. 2: Robert Horn  
Term Expires: December 31, 2029
- Position No. 3: VACANT  
Term Expires: December 31, 2027
- Position No. 4: Stephanie Sackett-Converse (Chairperson)  
Term Expires: December 31, 2029
- Position No. 5: Julie Holbrook  
Term Expires: December 31, 2027
- Position No. 6: Linda Rabb  
Term Expires: December 31, 2026
- Position No. 7: Barbara Braun  
Term Expires December 31, 2028

The board consists of 7 members who are appointed by the Mayor and approved by the City Council. For more information on the Human Services Advisory Board, please contact Jessica Rose, City Clerk, at 360-615-5608 or [jrose@ci.enumclaw.wa.us](mailto:jrose@ci.enumclaw.wa.us)

## ✓ **LIBRARY BOARD**

The Library Advisory Board serves in an advisory capacity to Enumclaw City Council on matters regarding the activities funded through the Lafromboise Endowment fund and act as a liaison between the King County Library System and the City of Enumclaw.

### **MEETINGS**

- 6:00 p.m.
- 1st Wednesday of every month
- Enumclaw Public Library  
1700 1st St.  
Enumclaw, WA 98022

### **MEMBERS**

- Position No. 1: Cynthia Sable  
Term Expires: December 31, 2026
- Position No. 2: Dani Hamilton  
Term Expires: December 31, 2027
- Position No. 3: Tracy Delphia  
Term Expires: December 31, 2028
- Position No. 4: Anna Caroline Maurer  
Term Expires: December 31, 2028
- Position No. 5: Ann Anderson  
Term Expires: December 31, 2030

The members are appointed to 5-year terms by the Mayor and confirmed by the City Council. For more information on the Library Board, please contact Katy McKee, Deputy City Clerk, at 360-615-5627 or [kmckee@ci.enumclaw.wa.us](mailto:kmckee@ci.enumclaw.wa.us) or David Wright, King County Library System Staff Representative, at 425-577-7092.

## ✓ **PARK BOARD**

The Park Board is a 7-member body which provides guidance, direction, and recommendations regarding the planning, acquisition and operation of park facilities, the community center and recreational programs.

### **MEETINGS**

- 5:30 p.m.
- 2nd Wednesday of every month
- City Hall  
1339 Griffin Ave.  
Enumclaw, WA 98022

### **MEMBERS**

- Position No. 1: Bernie McKinney  
Term Expires: December 31, 2028
- Position No. 2: Kalyn Neils Pink  
Term Expires: December 31, 2029
- Position No. 3: Trevor Gilthvedt  
Term Expires: December 31, 2029
- Position No. 4: Vanessa Pons-Lopez McSheridan  
Term Expires: December 31, 2026
- Position No. 5: Robert Horn  
Term Expires: December 31, 2026
- Position No. 6: Benjamin Kauffman  
Term Expires: December 31, 2027
- Position No. 7: Jerry Metcalf  
Term Expires: December 31, 2027

The members are appointed to 4-year terms by the Mayor and confirmed by the City Council. For more information on the Park Board, please contact Alina Hibbs, Parks and Recreation Director, at 360-615-5621 or [ahibbs@ci.enumclaw.wa.us](mailto:ahibbs@ci.enumclaw.wa.us)

## ✓ PLANNING COMMISSION

The Planning Commission is a 7-member body that acts to analyze, research and make recommendations to the City Council regarding the appropriate use and development of land throughout the municipality. Hearings on land use matters are handled by the office of

### MEETINGS

- 7 p.m.
- 4th Thursday of every month
- City Hall  
1339 Griffin Ave.  
Enumclaw, WA 98022

### AGENDAS & MINUTES

Agendas are prepared prior to each meeting, minutes are available following approval.

[Most Recent Agenda \(PDF\)](#) | [All Agendas](#)

### MEMBERS

- Position No. 1: Fred Sears (Chairperson)  
Term Expires: December 31, 2026
- Position No. 2: Leland Blechschmidt (Vice Chairperson)  
Term Expires: December 31, 2029
- Position No. 3: Julie Holbrook  
Term Expires: December 31, 2026
- Position No. 4: Paul Carter  
Term Expires: December 31, 2027
- Position No. 5: Shelby Eldridge  
Term Expires: December 31, 2028
- Position No. 6: Leandra Usborne  
Term Expires: December 31, 2029
- Position No. 7: Paul Adams  
Term Expires: December 31, 2026

Planning Commission members are appointed to 4-year terms by the Mayor and confirmed by the City Council. For more information on the Planning Commission, please contact Chris Pasinetti, Community Development Director, at 360-615-5726 or [cpasinetti@ci.enumclaw.wa.us](mailto:cpasinetti@ci.enumclaw.wa.us)

If you are interested in serving on one of the Boards or Commissions noted above, please return a completed [Boards and Commissions Application](#) to Katy McKee, Deputy City Clerk at [kmckee@ci.enumclaw.wa.us](mailto:kmckee@ci.enumclaw.wa.us)