

TITLE VI ACCOMPLISHMENTS & GOALS REPORT

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

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

Contact Information

Name and title of administrator (signature on Standard Assurances): Pete Schave, Mayor

Mailing Address: 200 East Market Street

City: Aberdeen WA Zip Code: 98520 County: Grays Harbor

Phone #: (360) 537-3227 email address: Mayor@aberdeenwa.gov

Name and title of head of transportation-related services: Rick Sangder, Public Works Director

Mailing Address: 200 East Market Street

City: Aberdeen WA Zip Code: 98520 County: Grays Harbor

Phone #: (360) 537-3228 email address: rsangder@aberdeenwa.gov

Name and title of designated Title VI coordinator*: Dani Smith, HR Director

Mailing Address: 200 East Market Street

City: Aberdeen WA Zip Code: 98520 County: Grays Harbor

Phone #: (360) 537-3207 email address: dsmith@aberdeenwa.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).

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.

N/A

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.

Elected Officials

Mayor:	Pete Schave, Caucasian, White, USA
Council Member:	Melvin Taylor, Caucasian, White, USA
Council Member:	Kacey Morrison, Caucasian, White, USA
Council Member:	David Gakin, Caucasian, White, USA
Council Member:	John Maki, Caucasian, White, USA
Council Member:	Elizabeth Ellis, Caucasian, White, USA
Council Member:	Kathleen Kachman, Caucasian, White, USA
Council Member:	Stan Sidor, Caucasian, White, USA
Council Member:	Deborah Ross, Caucasian, White, USA
Council Member:	Joshua Francy, Caucasian, White, USA
Council Member:	Debi Pieraccini, Caucasian, White, USA
Council Member:	David Lawrence, Caucasian, White, USA

City Staff

Operation and Maintenance Dir.:	Mike Randich, Caucasian, White, USA
Human Resource Director	Dani Smith, Caucasian, White, USA
Public Works Director:	Rick Sangder, Caucasian, White, USA
City Engineer:	Nicholas Bird, Caucasian, White, USA
City Administrator:	Ruth Clemens, Pacific Islander, USA

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.

City of Aberdeen Population Estimates, July 1, 2021 (V2021)	17,191	Supplemental Data Aberdeen School District 2015-2019	Census Population X SDASD%
White alone	79.8%	74%	12,721
Black or African American Alone	0.9%	1%	171.91
American Indian and Alaska Native alone	3.0%	4%	687.64
Asian alone	1.3%	1%	171.91
Native Hawaiian and Other Pacific Islander alone	0.7%	1%	171.91
Two or more Races	10.6%	4%	687.64
Hispanic or Latino	24.4%	15%	2,578.65
White alone, not Hispanic or Latino	64.7%	n/a	n/a
Foreign born persons (2016-2020)	8.0%	n/a	n/a
Language other than English Spoken at home, pct age 5+, 2016-2020	15.3%	n/a	n/a
Median household income, 2017-2021	\$43,836	\$48,725	n/a
Persons in poverty	25.2%	22.7%	3,902.35

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 Title VI complaints have been received.

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.

Last year minimal transportation planning activities occurred. Work occurred on the US 12 Highway-Rail Separation Project, mostly to facilitate coordination with project partners (WSDOT/Port). Design efforts began in October, where survey work and initial design activities were initiated. No environmental or community involvement activities were initiated.

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).

No transportation related right of way activities occurred in 2022.

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

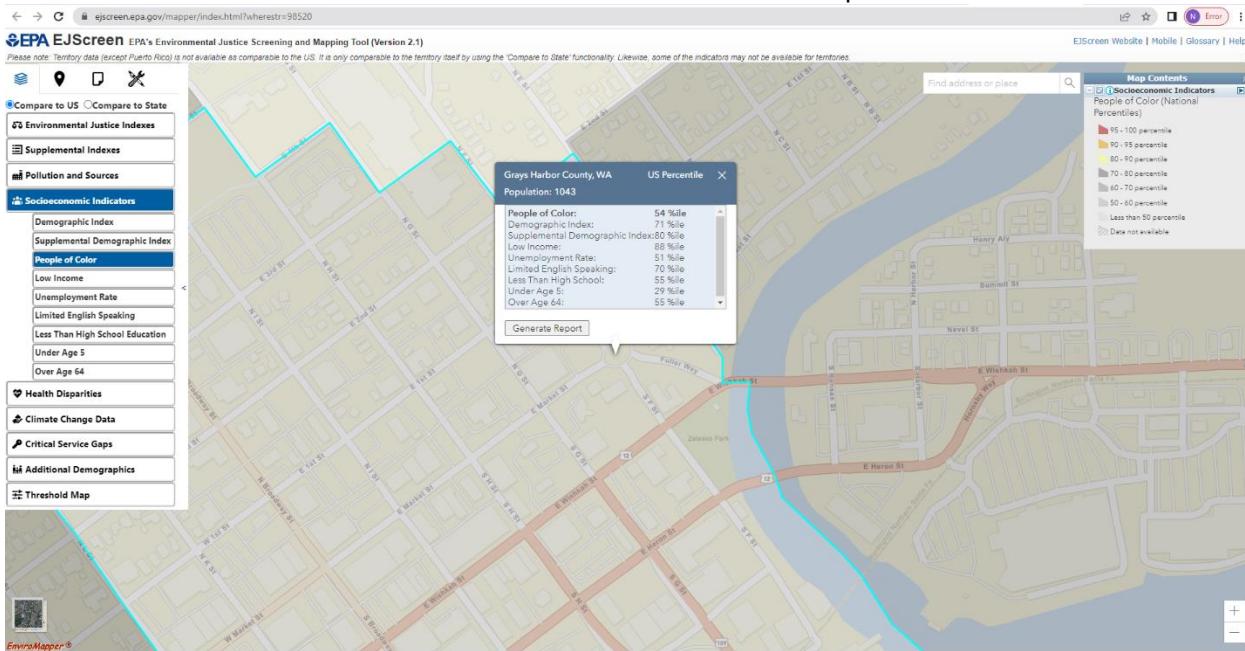
No transportation related right of way activities occurred in 2022.

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.

Local Road Safety Plan was revised, and the final version was adopted in early 2022. The Local Road Safety Plan was a data driven document focusing on pedestrian incidents independent of race, language, or any other EJ classification. This plan was prepared by the engineering division and not published for community input nor adopted by Council.

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.

One transportation project was constructed during the reporting period, the roundabout at the intersection of Market, F, and Fuller, identified as DARTI. A map of the construction site is shown below taken from EJScreen with other indices presented on EJScreen.



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.

The public is encouraged to participate at Council Meetings or other Public Hearings on a regular basis. Hearings are held for the Transportation Benefit District, Transportation Improvement Plan, and numerous other items not relating to transportation elements. The US 12 project will include diverse outreach elements when the public engagement phase is initiated, however we expect this will be later in the year.

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

Elected Officials

Mayor:

Pete Schave, Caucasian, White, USA

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Kacey Morrison, Caucasian, White, USA

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David Gakin, Caucasian, White, USA

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Human Resource Director	Dani Smith, Caucasian, White, USA
Public Works Director:	Rick Sangder, Caucasian, White, USA
City Engineer:	Nicholas Bird, Caucasian, White, USA
City Administrator:	Ruth Clemens, Pacific Islander, USA
Civil Engineer II:	Kyle Fisher, Caucasian, White, USA
Civil Engineer I:	Kevin Eldred, Caucasian, White, USA
Engineering Tech IV:	Edward Mock, Caucasian, White, USA

CONSULTANT TEAM 1 DARTI

Principal Construction Manager:	Mark Warren, Caucasian, White, USA
Construction Inspector:	Mark Damon, Caucasian, White, USA
Construction Admin Specialist:	Heidi Ramos, Caucasian, White, USA

CONSULTANT TEAM 2 US 12

Project Manager, Transportation:	Debra Seeman, Caucasian, White, USA
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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.

N/A

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.

N/A

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).

Construction and professional service contracts are advertised pursuant to the relevant RCW. Compliance with DBE requirements is a condition of award for the contractor/consultant.

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?)

A portion of work being done is required to be completed by a disadvantaged business enterprise (DBE) as defined by the Washington State Office of Equal Opportunity. Construction contracts require numerous forms to be completed at the time the project is bid, throughout the performance of the work, and prior to project closeout. All documentation is required and provided in accordance with the WSDOT LAG Manual, WSDOT Standard Specifications, and WSDOT/APWA GSPs. For consultant efforts, DBE compliance is also required. The threshold for DBE participation is set by WSDOT's evaluation. This can range from 0% to 16% of the budget amount.

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).

- Rognlin's, DARTI, CN, Fed/State, \$1,729,343, DBE = 10%
- Murry Smith, DARTI, CM, Fed/State, \$219,176, DBE = 16%
- Granite, TBD Paving Project, CN, Local, \$384,034, DBE = 0%
- HDR, Traffic Signal Assessment, Planning, Local, \$47,828, DBE = 0%
- David Evans & Associates, US 12, PE, Fed/State, \$807,902, DBE = 14%

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

N/A

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

The Title VI Coordinator watched two webinars offered on the U.S. Department of Transportation Federal Highway Administration's website on December 12, 2022. Those webinars were:

- Overview of FHWA's Civil Rights Program Requirements for Local Public Agencies
- Title VI/Nondiscrimination: Background and Purpose

In addition to the above webinars, the Title VI Coordinator watched six prerecorded training webinars and completed the self-testing offered through the Office of Justice Programs website on October 27, 2022. Although these trainings were not 100% specific to Title VI, they were beneficial on the subject. Those trainings were as follows:

- What is the Office for Civil Rights and What Laws Does it Enforce?
- What are the Standard Assurances and How Does the Office for Civil Rights Enforce Civil Rights Laws?
- What are the Civil Rights Obligations of State Administering Agencies?

- What Obligations Do Recipients of Justice Department Funding Have to Provide Services to Limited English Proficient Persons?
- What are the Civil Rights Laws that Affect Funded Faith-Based Organizations?
- What Civil Rights Protections Do American Indians Have in Programs Funded by the Justice Department? What are the Obligations of Funding Indian Tribes?

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.

N/A

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

N/A

Title VI Goals for Upcoming Year

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

1. Assign and ensure that appropriate staff has taken Title VI training, at a minimum basic level one training as it was unable to be completed last year.
2. Post all Title VI compliance documents stated in the approval letter to the City's website.