



Report for January 1, 2022 through December 31, 2022

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

Joe Marine, Mayor, City of Mukilteo

Mailing Address: 11930 Cyrus Way

City: Mukilteo WA Zip Code: 98275 County: Snohomish

Phone #: 425.263.8000 email address: jmarine@mukilteowa.gov

Name and title of head of transportation-related services: Matt Nienhuis, Public Works Director

Mailing Address: 11930 Cyrus Way

City: Mukilteo WA Zip Code: 98275 County: Snohomish

Phone #: 425-367-2670 email address: mnienhuis@mukilteowa.gov

Name and title of designated Title VI coordinator*: Matt Nienhuis, Public Works Director

Mailing Address: 11930 Cyrus Way

City: Mukilteo WA Zip Code: 98275 County: Snohomish

Phone #: 425-367-2670 email address: mnienhuis@mukilteowa.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.

None

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.

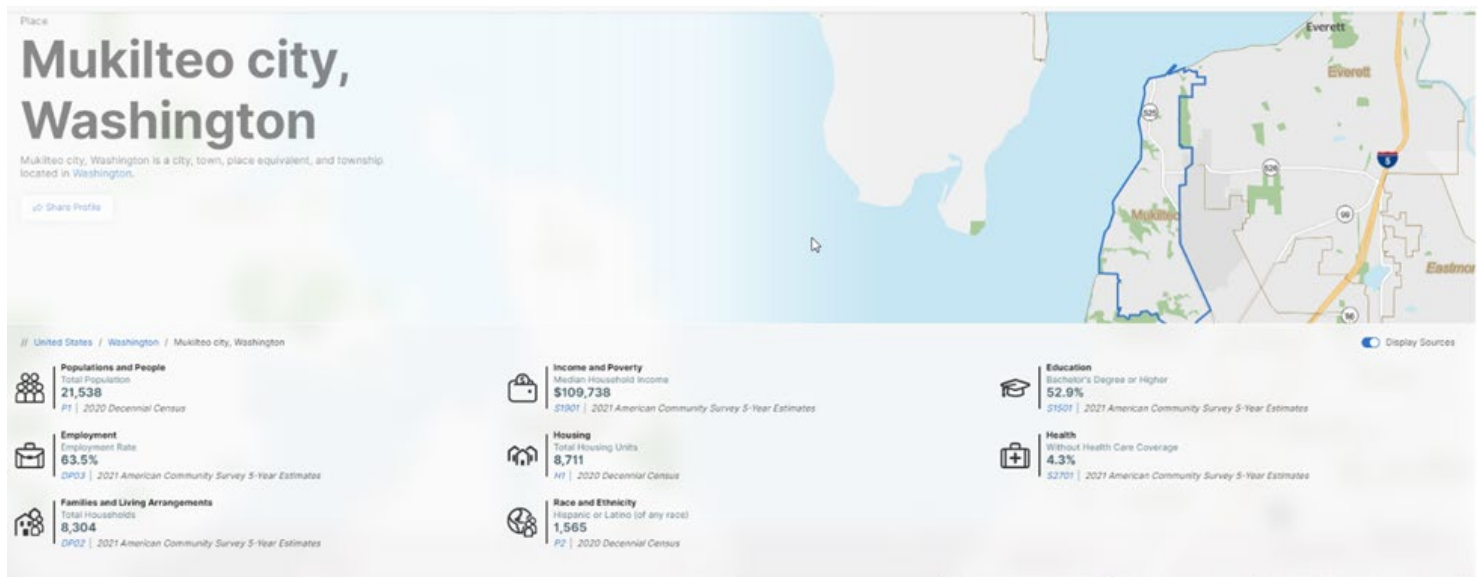
Mayor/Administrative Head – Joe Marine-White-USA

City Administrator – Steve Powers-White-USA

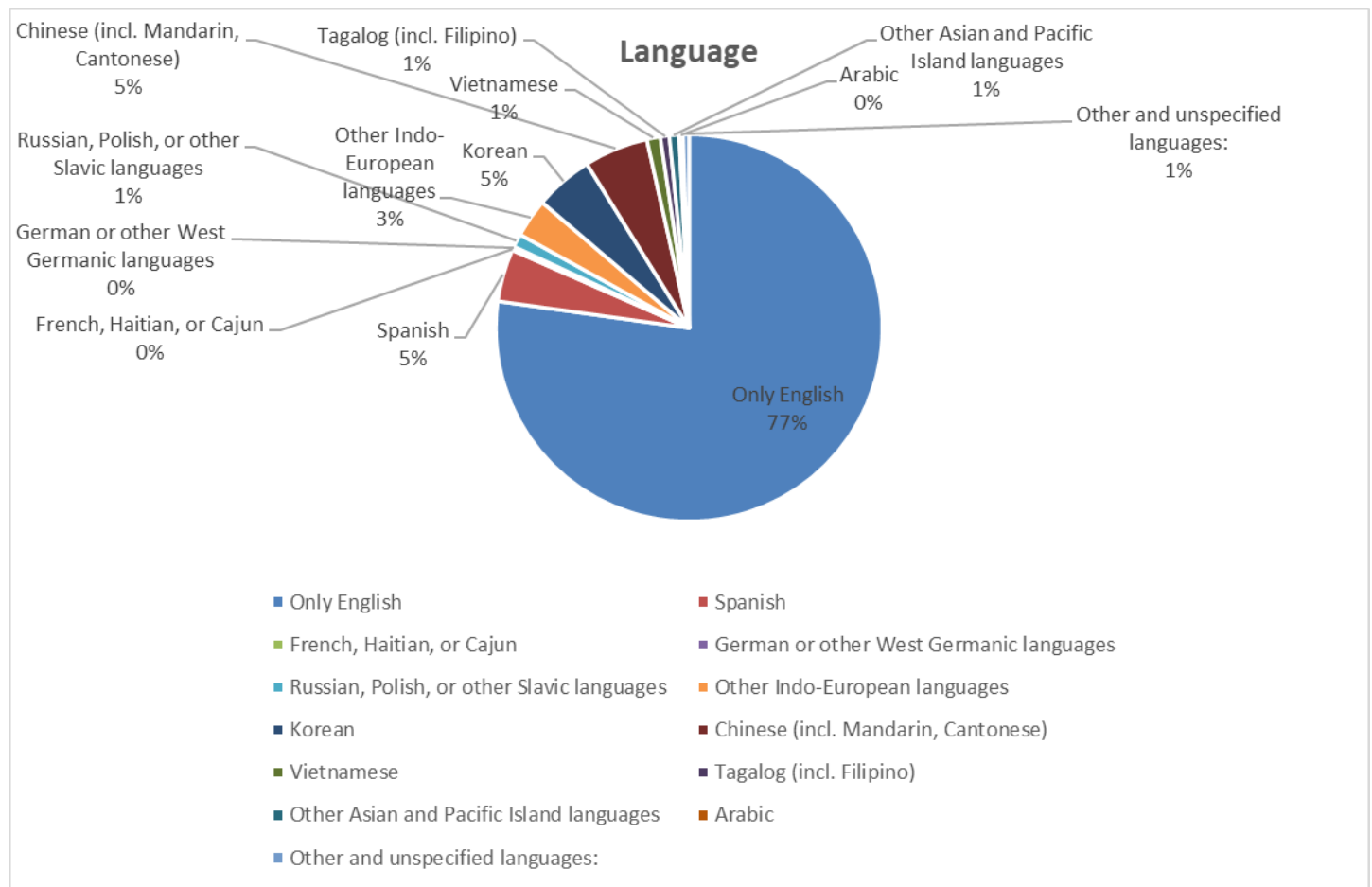
Public Works Director/Title VI Coordinator – Matt Nienhuis – White – USA

City Engineer – Gael Fisk – 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, color, national origin, low-income). List, by individual languages, the percent of the population(s) that is limited English proficient.



City of Mukilteo	98275	
Language	Population Estimate - From Census.Gov	%
Total	20,223	
Only English	15,615	77%
Spanish	886	4%
French, Haitian, or Cajun	34	0%
German or other West Germanic languages	31	0%
Russian, Polish, or other Slavic languages	225	1%
Other Indo-European languages	650	3%
Korean	985	5%
Chinese (incl. Mandarin, Cantonese)	1,085	5%
Vietnamese	228	1%
Tagalog (incl. Filipino)	152	1%
Other Asian and Pacific Island languages	164	1%
Arabic	65	0%
Other and unspecified languages:	103	1%



Race and Ethnicity

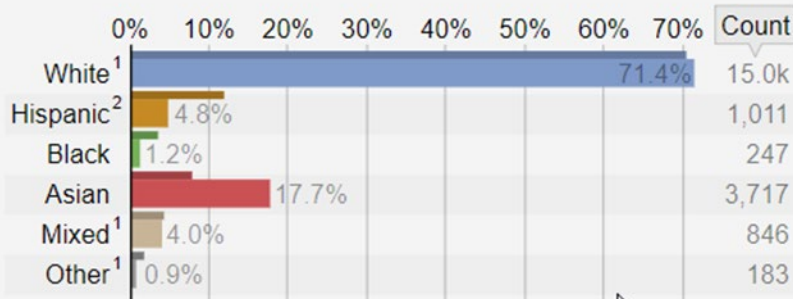
#1

Percentage of the total population.

Scope: population of Washington and Mukilteo

Mukilteo

Washington



Count number of members in ethno-racial group

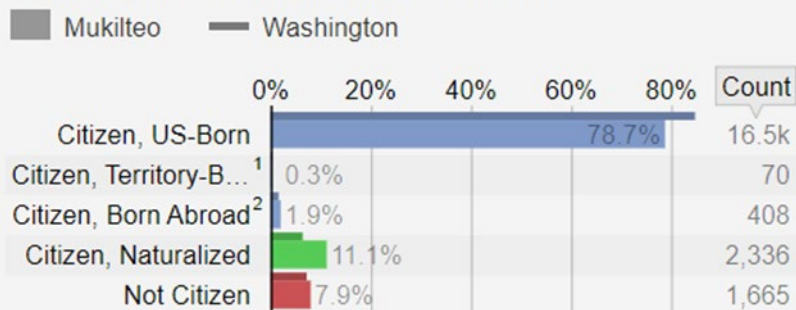
¹ non-Hispanic

² excluding black and Asian Hispanics

Citizenship and National Origin #1

Percentage of the total population.

Scope: population of Washington and Mukilteo



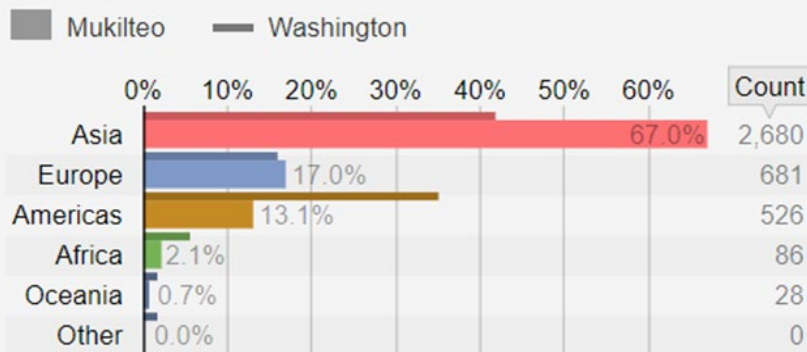
Count number of people in citizenship/nativity category

¹ Puerto Rico and US Island Areas ² to US citizen parent(s)

Continent of Birth #2

Percentage of the foreign-born population.¹

Scope: population of Washington and Mukilteo



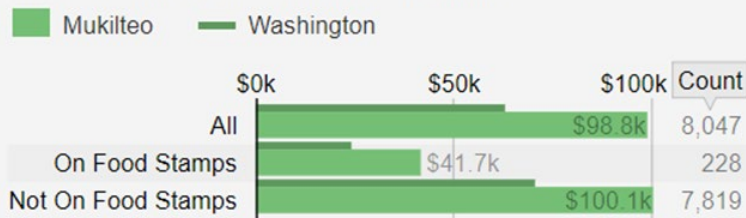
Count number of people born in given place

¹ excluding those born at sea

Income On and Off Food Stamps #1

Median income among households that do and do not receive food stamps.

Scope: households in Washington and Mukilteo



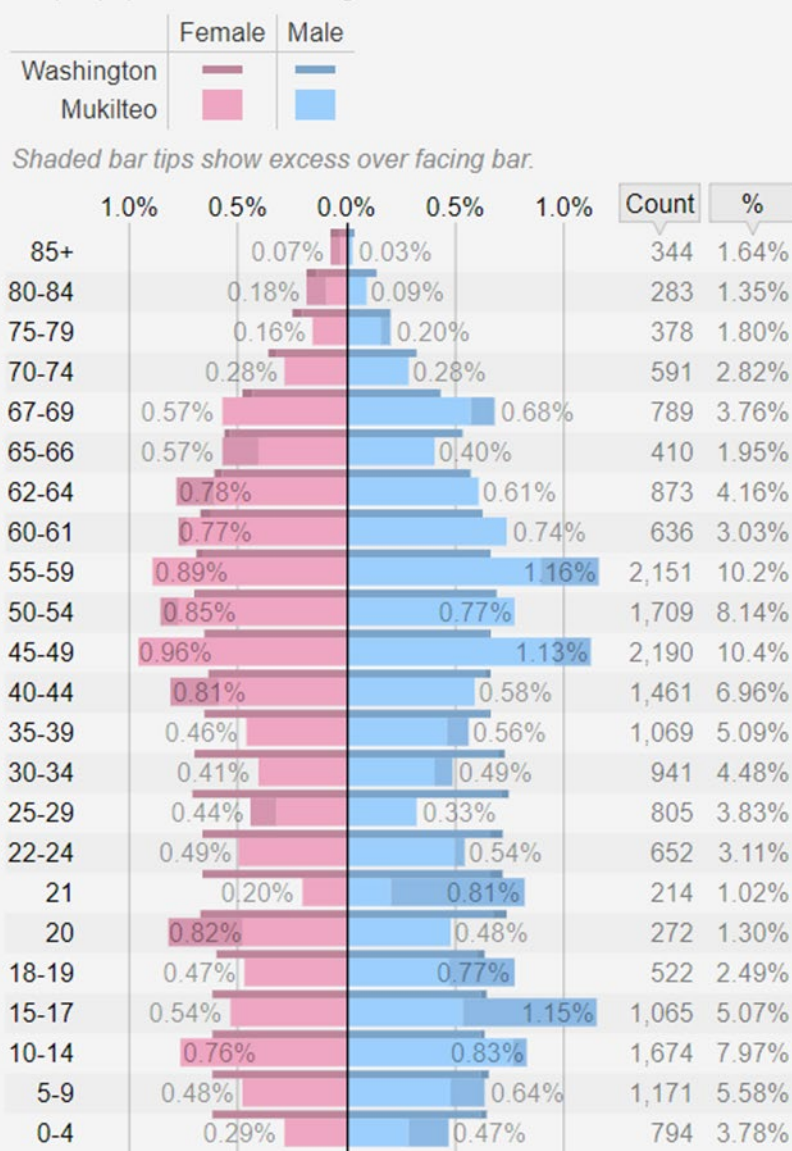
Count number of households in category

Detailed Age and Sex

#3

Percentage in each age cohort per year of age.¹

Scope: population of Washington and Mukilteo



Count number of people in age cohort

% age cohort as a percentage of the total population

¹ normalized with respect to the number of years in each interval

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

No complaints were received during the reporting period.

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

No transportation planning activities were performed during the reporting period.

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).

61st Place Culvert Replacement -Final easement acquisition was completed. The temporary and permanent easements impact property owners adjacent to the project. Most properties are owned by individual property owners however one property is owned by the Smugglers Gulch Community Association (HOA). All impacted property owners and the president of the HOA are white and national origin is USA. The secretary/treasurer of the HOA is Asian and has a national origin of USA.

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

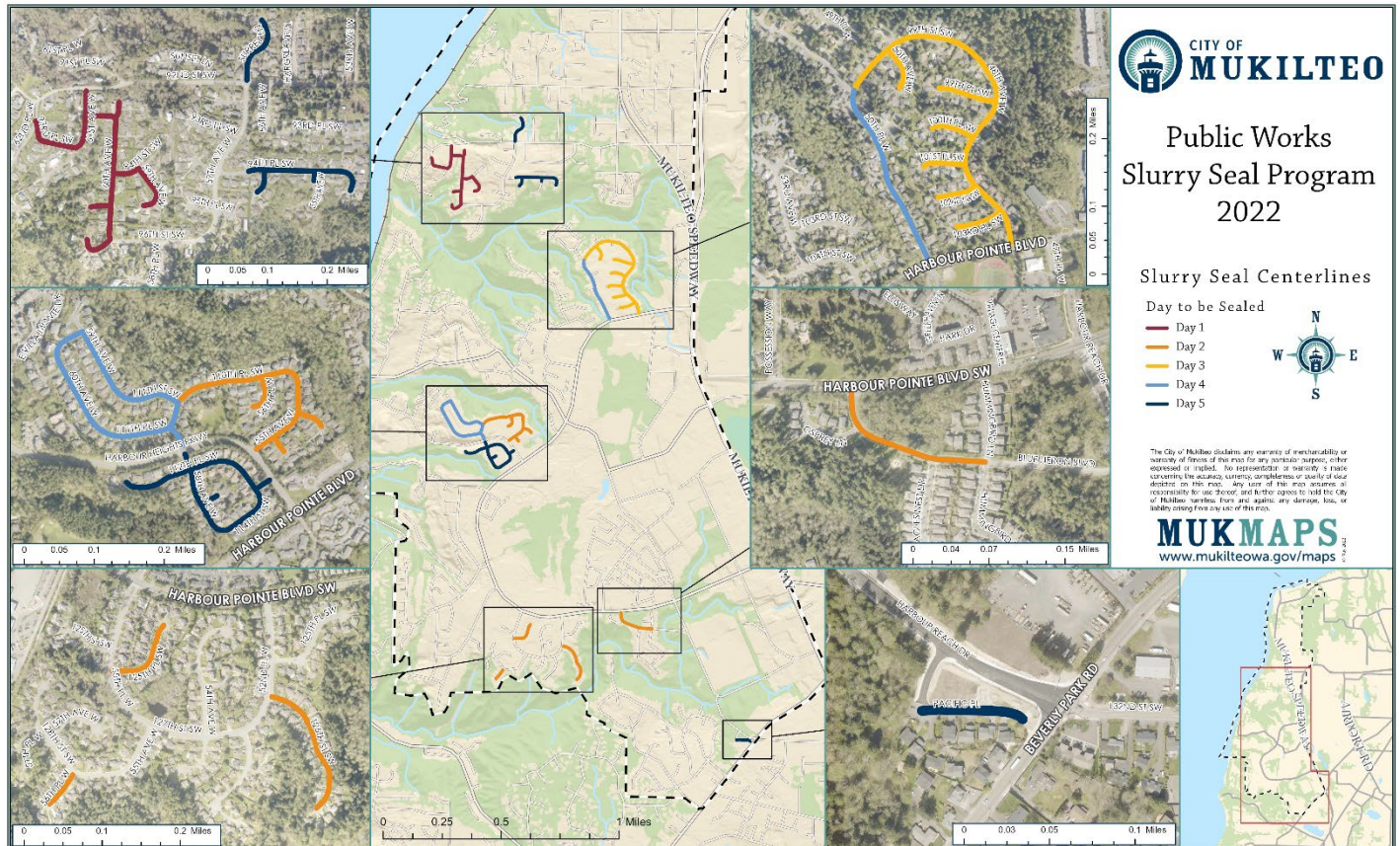
61st Place Culvert Replacement - Rosa Villa from Abeyta and Associates is being used as a subconsultant for the temporary and permanent easement acquisition. Abeyta & Associates is certified as a Federally Disadvantaged Business Enterprise, Washington State Disadvantaged Business Enterprise, and Minority Woman Business Enterprise. Rosa’s race, color & national origin are unknown.

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.

No transportation studies or plans were completed during this reporting period.

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.

Map of Slurry Seal Locations-



Sample of Slurry Seal Outreach Postcard-

Su calle fue seleccionada para repavimentación en el verano como parte del Programa de sellado de lechada asfáltica de la ciudad de Mukilteo. Obtenga más información sobre cómo le afectará esto en <https://mukilteo.gov/2022-slurry-seal-program/>.

Mukilteo 시에서 시행하는 Slurry Seal (시멘트 혼합액 접착) Program에 귀하의 거리가 선택되었습니다. <https://mukilteo.gov/2022-slurry-seal-program/>에서 자세한 내용을 알아보십시오.

作为 Mukilteo Slurry Seal 计划的一部分, 您的街道被选定在今年夏天重铺路面。有关计划的详情及对您的影响请访问: <https://mukilteo.gov/2022-slurry-seal-program/>.

We will be sending a follow-up postcard in mid July with the slurry seal schedule and details about what you can expect during construction.

Slurry Seal Program

This summer, we'll be extending the life of neighborhood streets by applying a slurry seal to more than 5 centerline miles of residential streets in the Big Gulch North, Big Gulch South, and Harbour Heights neighborhoods. A slurry seal extends the life of our streets and helps lower the cost of future maintenance by protecting the underlying surface—keeping our streets structurally sound and safe.

Please contact us with questions

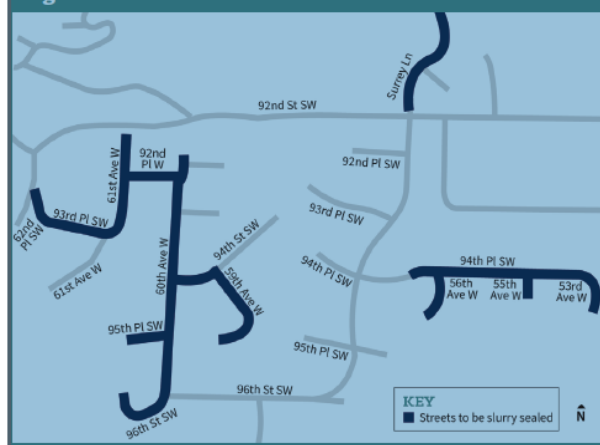
Email: slurrysealinfo@mukilteo.gov | Matt Nienhuis, City of Mukilteo, Public Works Director

People with disabilities may request materials in alternate formats. To request an alternate format please contact the City's ADA Coordinator at 425-263-8001.

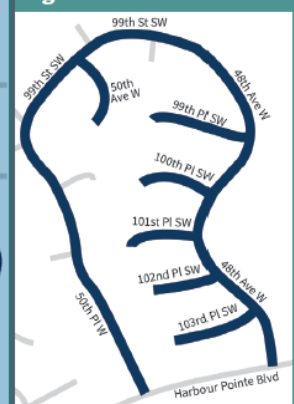
Harbour Heights



Big Gulch North



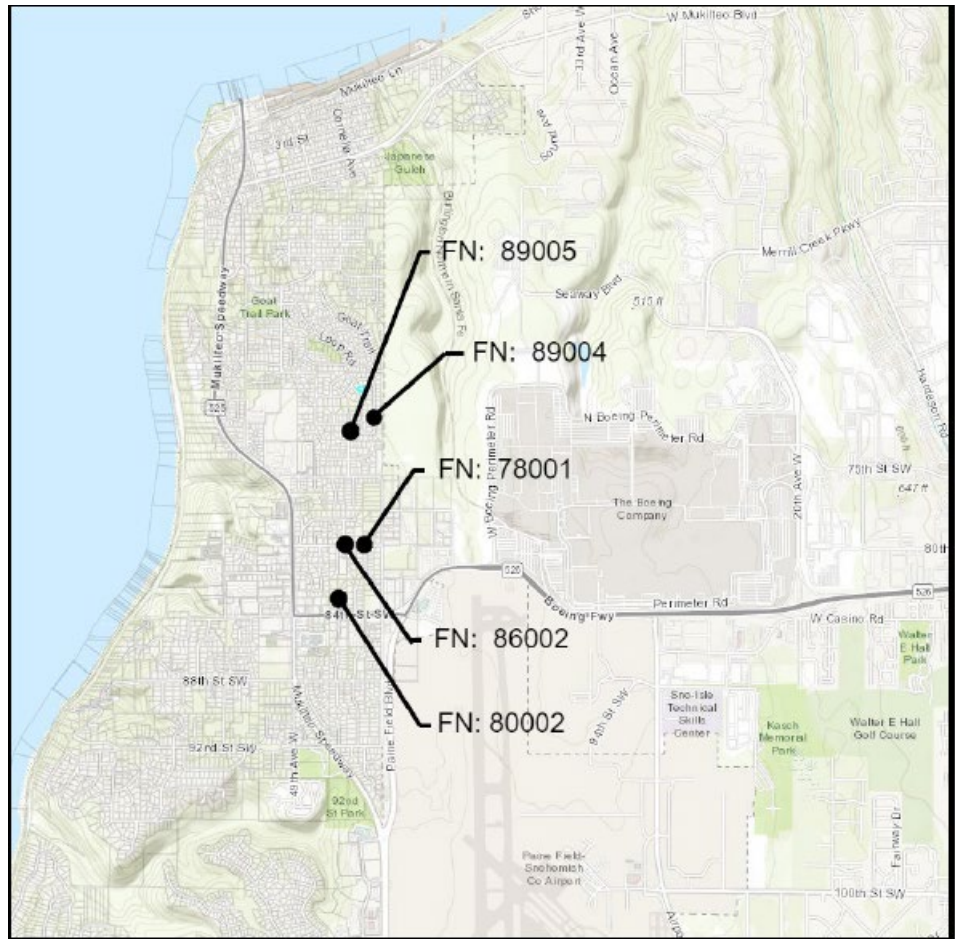
Big Gulch South



526 Pathway Repairs - The 2022 Budget identified a priority to repair the existing shared-use path that runs along Paine Field Blvd., between SR525 and 44th Ave W/92nd St SW. The existing path was in need of repair due to root intrusion from trees planted within the adjacent amenity zone. The project removed, repaired, and replaced damaged segments of the existing asphalt path between SR525 (Mukilteo Speedway) and 44th Ave W/92nd St SW; overlayed the existing path with HMA; removed and replaced the existing trees within the amenity zone; and performed minor property restoration. The project was a benefit to the community by providing access without the burden of tripping hazards. The path was temporarily closed during construction but a safe detour was provided.



Surface Water Maintenance Projects - This project repaired several surface water control structures that were no longer functioning and needed repair and couldn't be addressed by the City's Surface Water Crew. This benefited the neighborhood by providing improved stormwater drainage and reducing the possibility of flooding.



VICINITY MAP CITY OF MUKILTEO

- Facility #80002 - 8305 46th Place West
- Facility #86002 - 8000 46th Avenue West
- Facility #89004 - 7284 44th Place West
- Facility #89005 - 4530 73rd Place Southwest
- Facility #78001 - Corner of 80th St SW / 45th Ave West

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.

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

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.

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.

Public outreach was conducted for the 2024 Comprehensive Surface Water Management Plan. The City contracted with a consultant to lead the public outreach portion. Below is a sample of the survey and open house postcard that was sent to all households in the City. The postcard was translated by certified translators and the open house had certified translators in attendance.



3 WAYS TO TAKE THE SURVEY:

1 SCAN THE QR CODE
to take the survey online, or visit
www.mukilteo.wa.gov/stormwatersurvey

Escanee el código QR o visite storymaplink.com para leer en español.
QR 코드를 스캔하거나 storymaplink.com을 방문하여 한국어로 읽으십시오.
扫描二维码或访问storymaplink.com阅读中文。



2 STOP BY CITY HALL
to take the survey in person. 

3 CALL 425-263-8170
to have the survey mailed to you. 

Survey closes October 10.

LEARN MORE AT THE PUBLIC OPEN HOUSE

September 13, 2022, 6:30 - 8:00 PM
Rosehill Community Center - Vancouver Room
304 Lincoln Ave, Mukilteo, WA 98275

Obtenga más información sobre el proceso asistiendo a la reunión pública:
13 de septiembre de 2022, 6:30 - 8:00 p. m.

공개 회의에 참석하여 절차에 대해 자세히 알아보십시오
2022년 9월 13일, 오후 6:30 - 8:00

通过参加公开会议了解有关该过程的更多信息
2022年9月13日，下午6:30 - 8:00。

City of Mukilteo
11930 Cyrus Way
Mukilteo, WA 98275

Example Business
1234 Ave NW, Unit A
Mukilteo, WA 98275


1070012345612345678912345678901

PRESORTED
FIRST CLASS MAIL
US POSTAGE PAID
C2M LLC
22202

The City has a contract with Language Line which provides access to Interpreter services 24 hours/day in the event language assistance services are needed.

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).

All transportation-related Construction and Consultant Contracts are advertised through the Everett Herald and Daily Journal of Commerce (or if smaller scale local funded projects, competitively selected off the MRSC consultant or small-works roster) and posted to the OMWBE bidding site. Selection process follows the City of Mukilteo Purchasing and Procurement Policy and RCW 39.04 (for construction projects) or 39.80 (for architectural and engineering contracts). Once a consultant selection is made, the City requests a scope of work and fee estimate from the consultant based on initial project conversations. The scope and fee is then negotiated to fit within the existing project budget.

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?)

All Invitations to Bids, Request for Qualifications and contracts include standard Title VI non-discrimination statement. Title VI compliance is also discussed at the pre-construction meeting with the contractor. Below is the Information for Bidders that includes the City's Title VI language.

CITY OF MUKILTEO

2023 CITY FACILITIES EXTERIOR PAINTING

TITLE VI COMPLIANCE ¶

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

1. **Compliance With Regulations** – The contractor shall comply with the Regulations relative to nondiscrimination in federally-assisted programs of United States Department of Transportation (USDOT), Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time, (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this contract.
2. **Nondiscrimination** – The contractor, with regard to the work performed by it during the contract, shall not discriminate on the grounds of race, color, sex, or national origin in the selection and retention of sub-contractors, including procurement of materials and leases of equipment. The contractor shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.
3. **Solicitations for Subcontracts, Including Procurement of Materials and Equipment** – In all solicitations either by competitive bidding or negotiations made by the contractor for work to be performed under a sub-contract, including procurement of materials or leases of equipment, each potential sub-contractor or supplier shall be notified by the contractor of the contractor's obligations under this contract and the Regulations relative to nondiscrimination on the grounds of race, color, sex, or national origin.
4. **Information and Reports** – The contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the contracting agency or the appropriate federal agency to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish this information, the contractor shall so certify to WSDOT or the USDOT as appropriate, and shall set forth what efforts it has made to obtain the information.
5. **Sanctions for Noncompliance** – In the event of the contractor's noncompliance with the nondiscrimination provisions of this contract, the contracting agency shall impose such contract sanctions as it or the USDOT may determine to be appropriate, including, but not limited to:
 - Withholding of payments to the contractor under the contract until the contractor complies, and/or;
 - Cancellation, termination, or suspension of the contract, in whole or in part
6. **Incorporation of Provisions** – The contractor shall include the provisions of paragraphs (1) through (5) in every subcontract, including procurement of materials and

*CITY OF MUKILTEO**2023 CITY FACILITIES EXTERIOR PAINTING*

leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto. The contractor shall take such action with respect to any sub-contractor or procurement as the contracting agency or USDOT may direct as a means of enforcing such provisions including sanctions for noncompliance.

Provided, however, that in the event a contractor becomes involved in, or is threatened with, litigation with a sub-contractor or supplier as a result of such direction, the contractor may request WSDOT enter into such litigation to protect the interests of the state and, in addition, the contractor may request the USDOT enter into such litigation to protect the interests of the United States.

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).

Title	Consultant/Contractor	Amount	Funding Type	Small Business Enterprise
TO2021-07 – Finch Street	Urban Forestry	\$2,022.00	Local	
TO2021-06 – Eagles Nest	Urban Forestry	\$2,200	Local	
TO2021-06 – Annual Inspections	Zipper Geo	\$7,200	Local	
TO2021-07 – 9800 Marine View Drive Slide	Zipper Geo	\$3,220.00	Local	
TO-2021-12 2022 Pavement Preservation	Perteet	\$76,873.00	Local	
TO-2021-16 Central Waterfront Park Improvements	Perteet	\$9,485.00	Local	
TO-2021-17 9 th Street Drainage Analysis	Perteet	\$16,513.00	Local	
TO-2021-01 526 Path Repairs	Blueline	\$40,370.00	Local, County	

TO2021-03 Engineering Support Services	Blueline	\$25,000	Local	
TO2021-03 Crosswalk Evaluation	Fehr & Peers	\$9,270	Local	
2022 Pavement Preservation – Slurry Seal Construction Contract	Quilceda Construction and VSS, International, Inc	\$618,225.00	Local	
Surface water Maintenance Projects	WSB Excavation	\$78,480.00	Local	
61st Place Culvert Replacement - Supplement No 12 & 13	Tuttle Engineering & Management	\$233,843.00	Local	S000024209
526 Pathway Repairs	Fidalgo Paving	\$261,000.000	Local	

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

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

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.

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

Title VI training was conducted virtually throughout the reporting period with one in person staff meeting to review the requirements and goals for the year. Staff trainings included Title IV Basics for LPA's and equity and environmental justice training. All trainings for staff are logged in an excel spreadsheet. Matt Nienhuis and Gael Fisk completed training in November 2022.

Met with the DEI commission to discuss reaching underserved communities when doing outreach.

Improved access to Title VI policy on the City's website

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. New staff training on Title VI requirements.***
- 2. Continue to Improve public outreach and engagement for Limited English Proficient populations by working with Dei commission on ideas on how to do this most effectively.***
- 3. Collect demographic data when conducting public meetings and outreach.***