

**Non-Discrimination Agreement
Annual Report
Population Under 100,000**

Washington State Department of Transportation

City of Mukilteo

(Name of Recipient)

April 22, 2020

(Report Submission Date)

January 1, 2019 – December 31, 2019

(Reporting Period)

As stipulated in this agency's Title VI Program Non-Discrimination Agreement, WSOOT's approval letter to that agreement, and WSDOT's Highways and Local Programs Local Agency Guidelines Manual (Chapter 28), the annual accomplishment and update report for the reporting period reflected above is hereby submitted.

Current Chief Executive Officer:

Name: Jennifer Gregerson

Title: Mayor

Planning or Public Works Director:

Name: Andrea Swisstack

Title: Public Works Director

Title VI Coordinator:

Name: Andrea Swisstack

Title: Public Works Director

SUBMITTED by:



Signature

Andrea Swisstack
Typed/Printed Name

Public Works Director
Title

4/22/2020
Date

1. Report any Changes in the organizational structure since the last reporting period. (Example: New Title VI Coordinator, new planning or public works director, etc.)
 - a. Report should identify the changes in the racial/gender composition of those persons involved in the transportation decision making, including planning and advisory staff.
 - b. If no changes have been made, please indicate that accordingly.

New City Clerk

Name: Carol Moore

- a. **No change in gender or race**

New Planning Manager

Name: Lauren Balisky

- a. **Change in gender from male to female**
- b. **Change in race from Japanese to Caucasian**

New Permit Services Coordinator

Name: Sarah Kress

- a. **No change in gender or race**

New Sr. Engineering Technician

Name: Jake Kronberg

- a. **Change in gender from female to male**
- b. **No change in race**

New Accounting Technician

Name: Tacea Wall

- a. **No change in gender**
- b. **Change in race from Filipino to Caucasian**

2. Using the most current data available (through Census or Washington State Office of Financial Management), describe the demographics within your jurisdiction.

2018 American Community Survey Attached

- a. Describe any required Title VI activities and/or studies conducted that provided data relative to minority persons, neighborhoods, income levels, physical environment, and travel habits.

The City of Mukilteo regularly updates the City website with announcements such as upcoming open houses, lane closures, and transportation projects for the public to review. The City of Mukilteo has a translation feature to the City website powered by Google Translate to

assist citizens in understanding information on this website in a variety of foreign languages.

The City of Mukilteo also provides visitors to City Hall the opportunity to access an Interpreter using LanguageLine Solutions. LanguageLine Solutions' Interpreters are available in more than 240 languages and American Sign Language, 24 hours a day, seven days a week to communicate with limited English proficient or Deaf or Hard-of-Hearing individuals.

b. How was the information utilized or Title VI provisions and needs applied in each study or activity?

Interested parties that are limited English proficient are able to readily access and understand announcements published on the City website using Google Translate.

3. List any Public outreach activities during the reporting period such as, public announcements and/or communications for meetings, hearings, project notices. Include the following:

a. How were special language needs assessed? List the special language needs assessments conducted.

The City of Mukilteo routinely provides public announcements on the City website such as meetings, hearings and project notices. The City of Mukilteo has a translation feature on the City website powered by Google Translate to assist citizens in understanding information on this website in a variety of foreign languages.

b. What outreach efforts did you utilize to ensure that minority, women, low-income, and LEP population groups were provided equal opportunity to participate in those outreach activities. (Examples: provided materials in other languages, met with local social services agencies, advertised in a minority publication).

Outreach materials are also posted on the City website and updated frequently. Materials are not provided in other languages, however the translation feature Google Translate on the City website allows written materials to be translated into a variety of languages.

c. List the special language services provided - note the professional language service provided including the name of the service, date provided, number of persons served, and any other relevant information.

The City began using LanguageLine in December of 2017. Between April 2019 and March 2020, there were 2 calls for these languages: 1 Mandarin and 1 Korean.

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- d. List any costs incurred for translations and interpreters for each activity.

Language Line - \$950.98 in 2019.

4. List all the transportation related contracts (Federal and others) that were executed during the reporting period. (Please include construction, consultant agreements for planning, design, engineering, environmental, research, maintenance, etc.)

- a. Include dollar value of each

Title	Consultant/Contractor	Amount
TO2019-01 - Mukilteo Gateway Beautification: Design	HBB	\$28,598.45
Harbour Pointe Blvd SW Widening - Utility Pole Survey Staking	KPG	\$2,202.00
TO-04 2019 Pavement Preservation: Design	Perteet	\$52,740.00
TO-07 ST System Access Fund Grant Application	Perteet	\$19,188.00
TO-08 TIB Grant Application	Perteet	\$4,961.00
TO-09 2019 Crack Seal & Pavement Repair CM & Inspection	Perteet	\$66,082.00
TO-17 - Amendment #2 84th St SW & 53rd Ave W Guardrail: Design	Perteet	\$19,634.00
TO4 - 84th & 53rd Guardrail	Zipper Geo	\$2,200.00
Harbour Pointe Blvd SW Widening - Supplement No. 5: CM & Inspection	Tuttle Engineering & Management	\$297,209.00
Harbour Pointe Blvd SW Widening - Supplement No. 6: CM & Inspection	Tuttle Engineering & Management	\$7,459.20
Harbour Reach Corridor Project - Supplement No. 6B: Design	Lochner	\$78,673.00
Harbour Reach Corridor Project - Supplement No. 7: Design	Lochner	\$17,500.00
Harbour Reach Corridor Project - Supplement No. 8: Design	Lochner	\$9,939.00
88th Street Pavement Preservation Project - Supplement No 2: CM& Inspection	Perteet	\$123,447.00
88th Street Pavement Preservation Project - Construction Contract	Lakeside Industries	\$378,746.00
2019 Crack Seal & Pavement Repair Project - Construction Contract	Pellco Construction, Inc.	\$271,686.00
2019 Crack Seal & Pavement Repair Project - Construction Contract; Change Order 1	Pellco Construction, Inc.	\$56,107.00
84th Street SW & 53rd Ave W Guardrail - Construction Contract	Petersen Brothers, Inc	\$33,944.01

- b. Other than advertising in your local legal publication, what outreach was made to DMWBE firms that a contracting opportunity existed within your agency?

In addition to publishing contracting opportunities with the Daily Herald (the City's legal publication), the City also advertises contracting opportunities with the Daily Journal of Commerce. In addition, they are posted on the City's website.

- c. Identify the DMWBE contracts that were awarded and their dollar amount.

88th Street Pavement Preservation Project \$378,746.00 (7% UDBE)

- d. Is there a Title VI Non-Discrimination statement included in all contracts and public notices?

Yes.

- e. How did your organization ensure that minority, women, and disadvantaged firms were provided equal opportunity to participate in the contracting arena?

Construction projects were advertised in the City's legal publication (The Herald) as well as the regional construction publication (Daily Journal of Commerce). In addition, they are posted on the City's website.

5. Summarize any transportation projects that identify potential impacts to minority and/or low income Environmental Justice (EJ) populations (i.e., impacts such as displacements, increased noise, bisecting neighborhoods, et al). Note the following:

- a. How impacts were minimized/mitigated.
- b. Also include a statement, if applicable, on projects that specifically benefit community cohesion such as: adding sidewalks, improving access to properties that improve access for EJ populations.

No projects in this category.

6. If Right of Way has been acquired for a transportation project, please describe:

- a. Identify the number of minority, low-income, elderly and disabled persons affected.

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- b. The efforts that were made to address Limited English Proficiency issues (including use and cost of translators, outreach efforts for each reported activity).

Not applicable

- c. Describe any concerns raised by minorities and women regarding appraisals, negotiations, relocation assistance, and payments. What actions were taken to resolve those issues?

No concerns were raised by minorities and/or women regarding Right of Way acquisition.

7. List and describe any Title VI related complaints, as a result of transportation activities and projects. Include:

- a. What was the allegation or concern?
- b. Procedures used

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- c. Action taken
- d. Resolution

No complaints received in this reporting period.

SEX AND AGE

	Estimate	Percent
Total population	21,264	21,264
Male	10,395	48.9%
Female	10,869	51.1%
Sex ratio (males per 100 females)	95.6	(X)
Under 5 years	831	3.9%
5 to 9 years	1,146	5.4%
10 to 14 years	1,783	8.4%
15 to 19 years	1,296	6.1%
20 to 24 years	1,131	5.3%
25 to 34 years	1,741	8.2%
35 to 44 years	2,928	13.8%
45 to 54 years	3,186	15.0%
55 to 59 years	2,049	9.6%
60 to 64 years	2,043	9.6%
65 to 74 years	1,985	9.3%
75 to 84 years	703	3.3%
85 years and over	442	2.1%
Median age (years)	44.4	(X)
Under 18 years	4,630	21.8%
16 years and over	17,182	80.8%
18 years and over	16,634	78.2%
21 years and over	16,012	75.3%
62 years and over	4,154	19.5%
65 years and over	3,130	14.7%
18 years and over	16,634	16,634
Male	8,052	48.4%
Female	8,582	51.6%
Sex ratio (males per 100 females)	93.8	(X)
65 years and over	3,130	3,130
Male	1,580	50.5%
Female	1,550	49.5%
Sex ratio (males per 100 females)	101.9	(X)

RACE

Total population	21,264	21,264
One race	20,038	94.2%
Two or more races	1,226	5.8%
One race	20,038	94.2%
White	14,990	70.5%
Black or African American	419	2.0%
American Indian and Alaska Native	123	0.6%
Cherokee tribal grouping	0	0.0%
Chippewa tribal grouping	0	0.0%
Navajo tribal grouping	123	0.6%
Sioux tribal grouping	0	0.0%
Asian	4,052	19.1%
Asian Indian	373	1.8%
Chinese	902	4.2%
Filipino	319	1.5%
Japanese	200	0.9%
Korean	1,263	5.9%
Vietnamese	594	2.8%
Other Asian	401	1.9%
Native Hawaiian and Other Pacific Islander	25	0.1%
Native Hawaiian	25	0.1%
Guamanian or Chamorro	0	0.0%
Samoan	0	0.0%
Other Pacific Islander	0	0.0%
Some other race	429	2.0%
Two or more races	1,226	5.8%
White and Black or African American	100	0.5%
White and American Indian and Alaska Native	300	1.4%
White and Asian	607	2.9%
Black or African American and American Indian and Alaska Nativ	0	0.0%
Race alone or in combination with one or more other races		
Total population	21,264	21,264
White	16,105	75.7%
Black or African American	570	2.7%
American Indian and Alaska Native	423	2.0%
Asian	4,797	22.6%
Native Hawaiian and Other Pacific Islander	112	0.5%
Some other race	510	2.4%

HISPANIC OR LATINO AND RACE

Total population	21,264	21,264
Hispanic or Latino (of any race)	1,267	6.0%
Mexican	741	3.5%
Puerto Rican	199	0.9%
Cuban	22	0.1%
Other Hispanic or Latino	305	1.4%
Not Hispanic or Latino	19,997	94.0%
White alone	14,337	67.4%
Black or African American alone	419	2.0%
American Indian and Alaska Native alone	123	0.6%
Asian alone	4,031	19.0%
Native Hawaiian and Other Pacific Islander alone	25	0.1%
Some other race alone	0	0.0%
Two or more races	1,062	5.0%
Two races including Some other race	14	0.1%
Two races excluding Some other race, and Three or more races	1,048	4.9%
Total housing units	8,870	(X)

CITIZEN, VOTING AGE POPULATION

Citizen, 18 and over population	15,112	15,112
Male	7,382	48.8%
Female	7,730	51.2%

Data Source: <https://data.census.gov/cedsci/table?d=ACS%205-Year%20Estimates%20Data%20Profiles&table=DP05&tid=ACSDP5Y2018.DP05>