



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): David M. Sauter

Mailing Address: 205 South Columbus

City: Goldendale WA Zip Code: 98620 County: Klickitat
Phone #: 509-773-4612 email address: daves@klickitatcounty.org

Name and title of head of transportation-related services: Gordon J. Kelsey

Mailing Address: 228 West Main Street, MS-CH-19

City: Goldendale WA Zip Code: 98620 County: Klickitat
Phone #: 509-773-4616 email address: gordonk@klickitatcounty.org

Name and title of designated Title VI coordinator*: Robb Van Cleave

Mailing Address: 205 South Columbus

City: Goldendale WA Zip Code: 98620 County: Klickitat
Phone #: 509-773-7171 email address: robbvc@klickitatcounty.org

*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.*

There were no changes to the people involved in the transportation decision making. The Public Works organizational chart is attached.

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.*

The Board of County Commissioners have signing authority for the annual Title VI Standard Assurances and function as the Administrative Head. Robb Van Cleave is the Title VI coordinator for Klickitat County and the Public Works department is responsible to administer Federal transportation funds.

(1) Board of County Commissioners

Chairman: Dave Sauter, Caucasian, white, USA
 Commissioner: Jacob Anderson, Caucasian, white, USA
 Commissioner: Dan Christopher, Caucasian, white, USA

(2) Title VI Coordinator:

Robb Van Cleave, Human Resource Director, Caucasian, white, USA

(3) Transportation Staff:

Gordon Kelsey, Public Works Director, Caucasian, white, USA
 Seth Scarola, Civil Engineer, 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, color, national origin, low-income). List, by individual languages, the percent of the population(s) that is limited English proficient.*

Population Data – Population estimates from July 1, 2019 QuickFacts from US Census Bureau

Klickitat County, Washington

QuickFacts provides statistics for all states and counties, and for cities and towns with a **population of 5,000 or more**.

CATEGORY	COUNT	PERCENT
Total Population	22425	100.0%
Male Population	11347	50.6%
Female Population	11078	49.4%
Median Age (Years) (c)	46.9	-
Population Under 5 Years of Age	1121	5.0%
Population Under 18 Years of Age	4283	19.1%
Population 65 Years and Older	5494	24.5%
White alone	20810	92.8%
Black or African American alone (a)	157	0.7%
American Indian and Alaska Native alone (a)	583	2.6%
Asian alone (a)	202	0.9%
Native Hawaiian and Other Pacific Islander alone (a)	45	0.2%

Two or More Races	650	2.9%
Hispanic or Latino (b)	2624	11.7%
White alone, not Hispanic or Latino	18456	82.3%

QuickFacts Notes

- (a) Includes persons reporting only one race
- (b) Hispanics may be of any race, so also are included in applicable race categories
- (c) Median age from census.gov via datacommons.org

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).*

There have been no known Title VI related complaints received by the County as a result of transportation activities and projects during this fiscal reporting year. (See attached Title VI Complaint Log)

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.*

Public outreach activities in 2020 consisted of advertising and public notices in the two weekly newspapers located within Klickitat County. Interpretive services are provided at public hearings (via Zoom) for the Six Year Transportation Plan and other public meetings if requested. No interpretive service requests have been received.

The County uses a combination of letters, flyers, and open house meetings to communicate with residents directly affected by projects. Public notices included a Title VI Non-Discrimination Statement.

Due to the Covid pandemic no open houses were held during this 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).*

During this fiscal year reporting period, right of way was acquired as identified below:

Name (Seller)	Transaction Date	Purchase Type	Amount	Project Name
Alvin Fred Heany Jr.	11/5/2020	Deed	\$27,567.00	Courtney Road, CRP 342
Kreps Ranch LLC	2/11/2021	Deed	\$4,050.00	Courtney Road, CRP 342
Leitmar Keskula Estate	1/8/2021	Deed	\$6,000.00	Courtney Road, CRP 342

Dallas Marcott	6/26/2020	Deed	\$62,745.00	Courtney Road, CRP 342
John Nicholas	6/11/2020	Deed	\$6,426.00	Courtney Road, CRP 342
Bruno P Lerebourg	9/25/2020	Deed	\$17,850.00	Courtney Road, CRP 342
Lauren & Eric Boudreax	8/31/2020	Deed	\$61,100.00	Courtney Road, CRP 342
Lee Strom	7/27/2020	Deed	\$58,800.00	Courtney Road, CRP 342
Kathy Marcott	1/11/2021	Deed	\$50,000.00	Courtney Road, CRP 342
Benjamin W Strackany	4/15/2021	Easement	\$28,000.00	Courtney Road, CRP 342
John Duncan Davidson	2/16/2021	Deed	\$60,850.00	Courtney Road, CRP 342
Denice Bell	10/28/2020	Deed	\$2,417.00	Old Mountain Road, CRP 350
Renaë Fry-Koenig	12/20/2020	Easement	\$1,800.00	Carr Road Turnaround
Kyle & Darlene Bivens	1/13/2021	Deed	\$2,000.00	Old Mountain Road, CRP 350
Edward Driscoll	11/30/2020	Deed	\$407.00	Old Mountain Road, CRP 350
Jana & Jeffery Jackson	11/7/2020	Deed	\$4,299.00	Old Mountain Road, CRP 350
Gregory & Cathy Low	10/28/2020	Deed	\$1,605.00	Old Mountain Road, CRP 350
Gregory Low Trustee	10/28/2020	Deed	\$2,378.00	Old Mountain Road, CRP 350
Charles Morgan	11/16/2020	Deed	\$3,082.00	Old Mountain Road, CRP 350
Fred Reiniger	10/19/2020	Deed	\$785.00	Old Mountain Road, CRP 350
Jan Schumaker	10/28/2020	Deed	\$1,406.00	Old Mountain Road, CRP 350
Mike Schneider	12/22/2020	Deed	\$3,328.00	Old Mountain Road, CRP 350
Kenneth Smith, Lori Rowe, Kathy Martin	1/19/2021	Deed	\$3,000.00	Old Mountain Road, CRP 350
Timothy Eldridge Washburn	12/3/2020	Deed	\$2,012.00	Old Mountain Road, CRP 350
Jenell & Timothy Wedding	12/7/2020	Deed	\$500.00	Old Mountain Road, CRP 350

There were no disproportionate impacts identified for minority, disabled or elderly property owners. All negotiations were handled in a similar manner in accordance with FHWA guidelines. There was no compilation of the number of women, minority, low-income, elderly or disabled persons. No Concerns were raised during the right of way discussions and negotiations by minorities or women regarding appraisals, negotiations, relocation assistance or payments.

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

Right of way appraisers and acquisition staff used during this fiscal year included:

Name:	Race:	Color:	National Origin:
Brian Fagernes	White	Caucasian	USA
Seth Scarola	White	Caucasian	USA
Kevin Leis	White	Caucasian	USA
Kristina Duncan	White	Caucasian	USA

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.*

During this reporting period two environmental project reviews were completed for two federal aid projects. Those projects were: W. Darland Drive Overlay and Roosevelt Grade Road Overlay. A NEPA Categorical Exclusion Documentation Form was completed for both projects. Part 4, Section 13 addresses Environmental Justice. Both projects met exemptions for further analysis and study in this area.

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.*

During this fiscal year reporting period, the following construction projects were started:

Project No.:	Project Name:	Project Benefits:	Project Burdens:
RN642-20	2020 Annual Striping	Safety.	None noted
CRP 347	Trout Lake Hwy Overlay	Safety, New Road Surface.	Minor construction delays (< 20 mins)
CRP 360	W. Darland Road Bridge Rehab.	Safety upgrades to bridge railing.	Minor construction delays (< 20 mins)
CRP 351	Oak Street Widening	Safety, wider new paved road surface.	None noted

The list of benefits/burdens listed above are for all road users and not specific to any affected populations. No populations were identified to have been disproportionately affected by the above list of projects.

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.*

Due to the Covid-19 pandemic no other public meetings were held during this reporting period.

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

Name:	Race:	Color:	National Origin:
Gordon Kelsey	White	Caucasian	USA
Seth Scarola	White	Caucasian	USA
Kevin Leis	White	Caucasian	USA
Jeff Hunter	White	Caucasian	USA

Specify methods used to collect demographic information from the transportation-related public meetings. (Self-identification surveys, notes by staff, etc.) Include summaries of Public Involvement Forms collected at each meeting, listing the demographics of those who attended by meeting.

The only transportation related public meeting during the reporting period was our 6-year Transportation Improvement program. Due to the Covid-19 pandemic during this reporting period, no in-person meetings were held. The County only received email comments and transportation staff were not able to determine the demographics of those who attended during the Zoom 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.

There were no requests for language assistance during this 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 negotiated contracts (e.g., consultants).*

All construction and consultant contracts are advertised in the county's newspaper of record and online Builders Exchange of Washington for at least the minimum advertisement period prescribed by law. Every solicitation includes a Title VI statement.

For construction projects, once the advertisement period has ended and bids have been received, they are publicly opened and the lowest responsive bidder is awarded the contract.

For consulting solicitations, once the advertisement period has ended and proposals have been received, the proposals are evaluated by a panel of public works employees and scores are tabulated. When necessary, interviews are held with prospective firms. When all evaluations have been completed the firm with the highest score of all evaluators is then contacted and negotiations on fees are initiated. Once fees have been agreed upon by both parties, the agreement is signed.

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?)*

Solicitations for all Consultant and Construction contracts are advertised in the County newspaper of record. A Title VI Non-Discrimination statement was included in the advertisement for these projects.

Language from Appendix A in the Standard Title VI/Non-Discrimination Assurances are included in all transportation construction and consultant contracts. During the administration of transportation projects Klickitat County has a pre-construction meeting and discusses the EEO and Title VI requirements in our contracts.

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).

Below is a table containing all the transportation related construction and consultant related projects that occurred during this fiscal year reporting period:

Project No.	Project Name	Contract Type	Funding Source	DBE Contractor?	Contract Amount
RN642-20	2020 Annual Striping	Construction	Local	No	\$358,994.05
CRP 347	Trout Lake Hwy Overlay	Construction	State/Local	No	\$1,198,909.14
CRP 360	W. Darland Bridge Rehab	Construction	Local	No	\$65,244.68
CRP 351	Oak Street Widening	Construction	Local	No	\$11,969.77
CO4021	2021 On-Call Archeological Services	Consultant	Local	No	\$30,000.00
CO5220	2020 On-Call Archeological Services (Archeological Services LLC)	Consultant	Local	No	\$30,000.00
CO3020	2020 On-Call Archeological Services (Lower Columbia Research and Archaeology LLC)	Consultant	Local	No	\$30,000.00
CO2920	On-Call Survey Services	Consultant	Local	No	\$20,000.00
C36320	2018 On-Call Environmental Services	Consultant	Local	No	\$140,000.00
C15917	On-call Structural Engineering Services	Consultant	Local	No	\$585,000.00
CO3819	On-Call Real Estate Services	Consultant	Local	No	\$110,000.00
CO2420	2020-2021 On-Call Materials Testing	Consultant	Local	No	\$200,000.00

No projects executed during this fiscal reporting year included DBE requirements.

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

Klickitat County Public Works Department has assigned the oversight of the Title VI requirements to a different staff members within our organization. The new individuals will be taking the WSDOT "Title VI Basics for LPA's" through the LTAP website during the next reporting period.

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

No new training was taken during this reporting period.

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.

None was provided during this reporting period.

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

No other training was provided.

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. Develop project updates template for notifying community members of construction projects and their impacts in Spanish.
2. Improve the County Public Works Title VI webpage to include:
 - a. The County's Non-Discrimination policy,
 - b. Complaint instructions, forms and procedures,
 - c. Update the link to the current Title VI Accomplishments & Goals report and Standard Assurances.
3. Set up a County Title VI email address to receive inquiries and complaints.
4. Assign 3 staff members to complete the assigned Title VI training courses.

