

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

Washington State Department of Transportation

CITY OF PORT ORCHARD

(Name of Recipient)

2016

(Reporting Year, i.e.: "2009," "2010," etc., based on end date of reporting period)

January 1, 2016 through December 31, 2016

(Reporting Period, i.e., March 1, 2009 – February 28, 2010)

As stipulated in this agency's Title VI Program Non-Discrimination Agreement, WSDOT'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: Robert Putaansuu
- Title: Mayor

Planning Director:

- Name: Nicholas Bond
- Title: Community Development Director

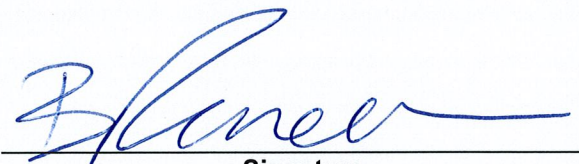
Public Works Director:

- Name: Mark Dorsey
- Title: Public Works Director/City Engineer

Title VI Coordinator:

- Name: Brandy Rinearson
- Title: City Clerk/Assistant to Mayor

SUBMITTED:



Signature

Brandy Rinearson

Typed/Printed Name

City Clerk / Asst. to Mayor

Title

2/2/2017

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.

Mayor Change:

Robert Putaansuu, Male/Caucasian, replaced Timothy Matthes, Male/Caucasian

City Councilmember Changes:

Clancy Donlin, Male/Caucasian, replaced Jerry Childs, Male/Caucasian

Scott Diener Male/Caucasian, replaced Robert Putaansuu, Male/Caucasian

- b. If no changes have been made, please indicate that accordingly.
2. Using the most current data available (through Census or Washington State Office of Financial Management), describe the demographics within your jurisdiction.

According to the 2010 Census, the population was 11,144.

Population by sex/age is as follows: male, 5,605; female, 5,539; under 18, 2,621; 18 & over, 8,523; 20-24, 857; 25-34, 1,864; 35-49, 2,105; 50-64, 1,890; 65 & over, 1,504.

Population by ethnicity is: Hispanic/Latino, 730; non-Hispanic/Latino, 10,414.

Population by race is: White, 9,001; African American, 375; Asian, 644; American Indian and Alaska Native, 146; Native Hawaiian and Pacific Islander, 153; Other, 110; Identified as two or more, 715.

OFM's April 1, 2016, estimated population for the City of Port Orchard was 13,810.

- 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.
N/A
 - b. How was the information utilized or Title VI provisions and needs applied in each study or activity?
N/A
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:

The City provides all public outreach notices in the City's official designated newspaper, on bulletin boards located inside City Hall, at the Port Orchard Library, at the County Administration Offices, the City's Facebook page, and on our website: www.cityofportorchard.us

- a. How were special language needs assessed? List the special language needs assessments conducted.
N/A
 - 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).

N/A

- 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.

N/A

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

N/A

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:

(1) Petersen Brothers, Inc.	Old Clifton Guardrail Repair	\$9,038.70
(2) Berger Abam	Tremont Final PS&E	\$279,192.00
(3) Asphalt Patch Systems	Emergency Sinkhole Repair	\$9,518.50
(4) NL Olson & Assoc.	BSPP Seg#3 100% PS&E	\$20,000.00
(5) TranspoGroup	Anderson Hill RB 60% PS&E	\$155,000.00
(6) StripeRite	2016 Thermoplastic	\$11,550.46
(7) IMS	Pavement Mgmt. Plan	\$111,655.00
(8) TSI	ADA Transition Plan	\$100,000.00
(9) Tucci & Sons	Bethel Pavement Repair	\$768,704.19
(10) Petersen Brothers, Inc.	Bay Street Guardrail Repair(s)	\$14,623.28
(11) Fehr & Peers	Crosswalk Guidelines	\$11,510.00
(12) KPG, Inc.	Tremont Regional/County Funding	\$5,000.00
(13) Parametrix, Inc.	Bethel Pavement Repair 100% PS&E	\$35,164.27
(14) KPFF	Lund Bridge Program – 2016	\$32,000.00

- b. Other than advertising in your local legal publication, what outreach was made to DMWBE firms that a contracting opportunity existed within your agency? **Daily Journal of Commerce, Builders Exchange – Washington and MRSC**

- c. Identify the DMWBE contracts that were awarded and their dollar amount. **For the 2016 Federally-funded transportation projects, there was no DBE goal established. For other transportation contracts, there were no specific DMWBE-awarded contracts.**

- 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? **Title VI Statement in Advertisements**

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.

None of the projects listed have potential impacts to minority and/or low-income housing.

- 1. **Tremont Street Widening Project: Right-of-Way acquisition phase was completed in 2013 and the NEPA/ECS process is complete and recently updated, all within FHWA compliance.**
- 2. **Bay Street Pedestrian Path Project: In compliance with the Federal Relocation Act, two (2) house were purchased and the occupants relocated.**

- 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. **None.**
- b. The efforts that were made to address Limited English Proficiency issues (including use and cost of translators, outreach efforts for each reported activity). **N/A**
- c. Describe any concerns raised by minorities and women regarding appraisals, negotiations, relocation assistance, and payments. What actions were taken to resolve those issues? **None.**

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

The City of Port Orchard did not receive any Title VI complaints as a result of our transportation projects or activities.

- a. What was the allegation or concern? **N/A**
- b. Procedures used **N/A**
- c. Action taken **N/A**
- d. Resolution **N/A**