Report for Jan. 2025 through Dec. 2025

TITLE VI ACCOMPLISHMENTS & GOALS REPORT - WSDOT

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): **Adolfo Bailon, City Manager**

Mailing Address: **400 SW 152nd St, Suite 300**

City: **Burien** **WA** Zip Code: **98166** County: **King**

Phone #: **206-241-4647** email address: adolfob@burienwa.gov

Name and title of head of transportation-related services: **Rod Steitzer, Public Works Director**

Mailing Address: **400 SW 152nd St, Suite 300**

City: **Burien** **WA** Zip Code: **98166** County: **King**

Phone #: **206-248-5514** email address: rods@burienwa.gov

Name and title of designated Title VI coordinator*: **Christine Hawatmeh, Transportation Engineer**

Mailing Address: **400 SW 152nd St, Suite 300**

City: **Burien** **WA** Zip Code: **98166** County: **King**

Phone #: **206-503-4956** email address: christineh@burienwa.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 OECR?

   There have been no changes to the approved Title VI Plan.

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.

   Chief Executive Officer: Adolfo Bailon, declined to answer
   Public Works Director: Rod Steitzer, Caucasian, White, USA
   Title VI Coordinator: Christine Hawatmeh, Caucasian, White, USA
   Title VI Civil Rights Coordinator: Connie Roberts, 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, ethnicity, and national origin). List, by individual languages, the percentage of the population who is Limited English proficient. If the LPA's Limited English proficient population is 5% of the total population or 1,000 individuals, whichever is less, explain the Four-Factor Analysis by answering the statements listed on the next page.

    1. Briefly describe the number of LEP persons served and languages spoken in the service area.

    2. Briefly describe the frequency of contact with LEP persons for services or projects (e.g., customer service interactions, public meetings, and contracts bidding and awarding).

    3. Briefly describe the importance of the program, activity, or service to the lives of LEP persons.

    4. Briefly describe current resources available for LEP persons and overall cost.



The US Census estimate provides the following information regarding Burien's population:

- **51.5% of the residents are male and 48.5% are female.**
- **50.9% of the population is white.**
- **23.1% of the population is Hispanic or Latino.**
- **7.2% of the population is Black.**
- **0.5% of the population is American Indian or Alaska Native.**
- **15.1% of the population is Asian**
- **32.8% of residents above age 5 speak a language other than English at home.**
- **15.4% of residents are 65 years of age and older.**
- **25.2% of residents are foreign-born.**
- **23.6% of households have an income of $24,999 or less.**

The Demographic Statistical Atlas of the United States states that Burien's population consists of 49.5% non-white residents:

- **White (non-Hispanic) – 51.5%**
- **Hispanic – 23.7%**
- **Asian – 10.9%**
- **Black – 6.4%**
- **Non-Hispanic Mixed – 5.5%**
- **Race or ethnicity not listed here – 2.0%**
- **Residents age 65 or older – 12.7%**

The Seahurst and Sunnydale Neighborhoods in Burien have significant Hispanic population at 38.7% and 34%, respectively. The Highline neighborhood features Burien's largest Asian population at 28.3%. Unfortunately, language data is not available from this source for Burien.

The US Census reports the following estimated information regarding languages spoken at home for Burien residents aged five years old and above out of a total of 48,611 people:

- **English only – 32,673**
- **Spanish – 8,330**
- **French, Haitian, or Cajun – 107**
- **German or other West Germanic languages – 61**
- **Russian, Polish, or other Slavic languages – 504**
- **Other Indo-European languages – 918**
- **Korean – 296**
- **Chinese (incl. Mandarin, Cantonese) – 230**
- **Vietnamese – 2,586**
- **Tagalog – 661**
- **Other Asian and Pacific Island languages – 1,005**
- **Arabic – 456**
- **Other or unspecified languages – 784**

While the overall demographic information for the Highline Public School District is not particularly helpful as the district covers five different cities, including Burien, data for individual schools can assist in further defining or confirming the demographic statistics for a specific area.

- **23% English Language Learners – Sylvester Middle School**
- **45.6% English Language Leaners – Cascade Middle School**
- **38.5% English Language Learners – Seahurst Elementary**
- **26% English Language Learners - Gregory Heights Elementary**
- **Overall, Highline School District estimates 37.9% of their student population are English Language Learners.**

The U.S. Census estimated that 18% of the total Burien population speak English less than very well. The table below shows the number of LEP speakers for each language and summarizes accommodations provided by Burien:

Limited English Proficiency Table		
Total Reported LEP Population- 48,611		
Population that only speak English – 32,673		
Language	**No. of LEP Speakers**	**City Accommodations**
Spanish	5,211	Based on this information, we provide most information in Spanish and English. We also provide Amharic and Vietnamese translation for specific projects. Other
French, Haitian, or Cajun	7	
German or other West Germanic languages	8	

Russian, Polish, or other Slavic Languages	227	languages are offered upon request. Currently all council meetings are simulcast in Spanish. One of the City Council's advisory bodies provides Spanish interpretation for meetings and translation of all mee□ng materials. The Burien Community Hub is our all-in-one community engagement tool website which features a powerful custom translation tool. The website is currently configured to offer translations in English, Spanish, Vietnamese, and Amharic.
Other Indo-European languages	358	
Korean	26	
Chinese (incl. Mandarin, Cantonese)	167	
Vietnamese	1,598	
Tagalog (incl. Filipino)	171	
Other Asian and Pacific Island languages	508	
Arabic	234	
Other and unspecified languages	242	

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 were received during this 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.

Update to the 2025-2030 Transportation Improvement Program (TIP):

- **A presentation and public hearing were held at Burien City Council on June 30, 2025 in English and Spanish, and broadcast on City's TV channel and streaming platform.**
- **A public hearing notice was posted on the City's website and in the Seattle Times 2 weeks prior to the hearing and included *Title VI Notice to the Public* and *ADA Information* listed in the *Title VI Public Involvement form*.**

Comprehensive Safety Action Plan (CSAP):

- **The city leveraged past engagement efforts that were completed through the Transportation Master Plan in 2024. This was a two-year engagement campaign featuring extensive outreach in English, Spanish, Vietnamese, and Amharic with in-person, virtual, and print materials. Outreach concluded in 2024 as the planning effort entered its legislative phase.**

- **An online engagement effort was also conducted in Spring 2025 to gather additional input on transportation safety in Burien. This effort included two components: an interactive map where residents could identify locations of concern and a survey that collected additional details about key safety issues and demographic information. Title VI Notice was posted on the webpage – the city did not receive any requests for additional accommodations.**
- **The project team also conducted three Task Force meetings throughout the project duration. This Task Force included community members, City staff, countywide safety representatives, and other key partners. Notice of these meetings was provided at least two weeks in advance with Title VI Notice to request accommodation – the city did not receive any requests for additional accommodations. These meetings were held on: May 13, 2025; April 30, 2025; and August 13, 2025.**
- **Project updates were shared on the City's community engagement website, Burien Community Hub. Each update was provided in English, Spanish, and Vietnamese, and sent out via email newsletter.**
- **A presentation to Burien City Council on October 20th, 2025, was provided in English and Spanish, and broadcast on the City's TV channel and streaming platform.**

ADA Transition Plan Update:

- **An open house was held at the Burien Public Library on November 19, 2025. Advocacy groups including Alliance for People for Disabilities, The Lighthouse for the Blind Inc., Northwest Paralyzed Veterans of America, Disabled Veterans of America, Walk Bike Burien, Speech and Deafness Center, Walk With a Doctor and the Senior Walking were invited to the event.**
- **Advocacy groups were invited via phone call and email. Email invites included *Title VI Notice to the Public* and *ADA Information* listed in the *Title VI Public Involvement form.* The city did not receive any request for additional accommodation**
- **The open house information was posted on the City's website Featured Events page two weeks prior with the *Title VI Notice to the Public* and *ADA Information* listed in the *Title VI Public Involvement form.* The city did not receive any request for additional accommodation.**

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 owner(s)/tenant(s).

    - **There were a combination of 22 right-of-way acquisitions and temporary easements with 14 property owners in connection with the 4th Ave project in 2025. During negotiations and subsequently we did not ascertain the homeowners' race, color, and/or national origin.**

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

    The City used Abeyta & Associates for ROW appraising and acquisition as part of sub consulting services to the prime consultant, Perteet, Inc (now part of the Adurra Group, Inc). Abeyta & Associates is a minority and women-owned business located in Seattle, Washington. DBE certified, Rosa M. Villa, SR/WA (formerly Rosa M. Abeyta) is the managing and designated broker of the company.

    Acquisition staff includes:

Rosa M. Villa, Hispanic born in US
Jeff Collins, Hispanic born in US
Daniel Abeyta, Hispanic born in US

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 period except for the Comprehensive Safety Action Plan mentioned in question 5.

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.

- **Construction of SW 148th Intersection Improvements – This project includes widening northbound 4th Avenue SW to add a dedicated right-run lane at SW 148th Street, replacing the existing traffic signal at 4th Avenue SW and constructing a new traffic signal at 6th Avenue SW. ADA-compliant accessibility improvements will also be made along SW 148th Street. This project will benefit affected populations by improving safety and mobility for both pedestrian and vehicular safety along the corridor. Outreach during design occurred in prior years. Outreach during construction has been limited to updates posted on the city's website project page as the contractor provided notification to city staff regarding specific areas of impact. Translation services are provided on case-by-case basis but have not been requested for this project. A site map of the project has been provided below. We are unable to provide a map that overlays projects with the racial composition of affected neighborhoods, but Spanish and Vietnamese speaking residents are among the highest within the city, so information is often provided in both languages. Our city's website also provides a translation button that allows the reader to change the text form English to their desired language of choice. The city also has multilingual employees who are available to assist when necessary.**



Figure 1: SW 148th St Project Site Map

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.

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

    2. 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.

    3. 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.

    As mentioned in Question 5, presentations on the Transportation Improvement Program (TIP) and Comprehensive Safety Action Plan (CSAP) were held at Burien City Council meetings throughout the year, and Spanish interpretation services were provided at each by certified professional interpreters. A public hearing was held for the TIP. Spanish interpretation services were provided at the public hearing by certified professional interpreters. Meetings are advertised on the City's website, via email newsletters, on the City's Community Hub events calendar, and via the City's online Meeting Center and notices. Attendee demographics were not tracked at these meetings.

    Community members following the CSAP updates at the meetings were all encouraged to find more information on the CSAP project page, where all content is available in English, Spanish, Vietnamese, and Amharic. We also provided live Spanish interpretation at the City Council meetings. Dynamic Language is the contractor that provides these services.

    Additionally, as mentioned in Question 5, the ADA Transition Plan Open House public notice included language assistance services upon request. The City did not receive any request for these services.

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 negotiating contracts (e.g., consultants).

    All advertisements and/or solicitations for Construction and Consultant Contracts include a required notice that the City of Burien will affirmatively ensure nondiscrimination in all of its contracts.

    For all construction contracts - in addition to providing the non-discrimination assurance to all interested contracting parties – the specifications include provisions in Section 1-07.11 (Requirements for Nondiscrimination) that the Contractor must comply with as included in the WSDOT Standard Specifications for Road, Bridge, and Municipal Construction. An additional WSDOT General Special Provision (GSP) 1-07.11 (Requirements for Nondiscrimination) is included in federal aid contracts.

    For negotiated consultant contracts, the non-discrimination assurance is included in any advertisement or solicitation for contract work. A nondiscrimination provision is included in the language of the body of all contracts that are executed between the City and all consultants. The city advertises all public works requests for proposals in the Daily Journal of Commerce, the standard posting site of all public work projects in the area. This publication reaches all credible firms, including DMWBE firms, in the public works arena. The city also advertises its projects in the Seattle Times.

    The city utilizes multiple sources in order to reach a larger pool of contractors, increasing the likelihood of reaching minority, women owned, and disadvantaged firms. Burien uses MRSC Small Works Roster, a regional, as opposed to local, roster so that a larger pool of contractors is included in the outreach process. In addition, requests for bids are published in the Daily Journal of Commerce, the standard posting sites for all public works projects in the area, the Seattle Times, and on our city's website.

    We staff tables at a regular farmer's market and often have Spanish speaking staff at those events. While not specific to the contracting process, we share information about upcoming projects, opportunities, and events at these forums.

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?)

    Contractors and consultants are required by contract language to comply with all federal, state, and local nondiscrimination laws and provisions. These laws and provisions are explicitly included in the contract language. Solicitations for sub-contractor and sub-consultant work are required to include the same nondiscrimination language as noted in Question 11 above. Contractors and consultants are required to maintain records that show compliance with nondiscrimination provisions and must create and maintain records of minority and Disadvantaged Business Enterprise (DBE) use for the duration of the contract. Access to books, records and accounts by the Contracting Agency is required for the purpose of ascertaining compliance. Contractors and consultants are required to

keep records necessary to determine compliance that include Work Force Data, Good Faith Efforts and Subcontracting. Monthly utilization reports are required for the duration of the contract and Annual EEO Reports are required by FHWA. All of these requirements are reviewed at the preconstruction conference. When necessary to gain compliance, discussions are had at regular weekly construction meetings with the contractor's administrative staff.

Below is the language in our bid packets:

> "The City of Burien, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award."

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).

Vendor	Transportation Project	Amount	Funding Source	Certified
TC2, Inc.	2025 On-Call Traffic Volume Studies	$5,000	Local	No
Ceccanti, Inc.	SW 148th St Intersections Improvements	$4,877,677.25	Local, TIB, Sound Transit	No
Perteet, Inc.	SW 148th St Intersections Improvements	$709,481.41	Local, TIB, Sound Transit	No
Perteet, Inc.	4th Ave SW (SW 156th to SW 160th)	$945,100.51	Local	No
*Abeyta &Associates	4th Ave SW (SW 156th to SW 160th)	*$172,689.51	Local	No
Fehr & Peers	Comprehensive Safety Action Plan	$210,000 (overall) $160,000 (grant)	Local, FHWA	No

*subconsultant to Perteet - 4th Ave SW contract

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

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

- **WSDOT Title VI Training: June 30, 2025, held at the King County Office of Emergency Management in Renton, Washington. Two employees attended.**
- **WDOT Demographic Data Collection Training on September 18, 2025 via Microsoft Teams meeting. One employee attended.**

2. 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.

- **Internal training: May 15, 2025, conducted by Noelani Hatton, Project Manager, Native Hawaiian and Caucasian, Brown, USA. The topic was to transition the role of Title VI coordinator to Christine Hawatmeh, Transportation Engineer, Caucasian, White, USA.**

3. List other civil rights training conducted locally. Provide dates and a list of participants by job title and Title VI role, if applicable.
    - **Construction project statuses and issues are regularly discussed at meetings with the Engineering Division. When public outreach materials are prepared, project managers and their supervisors discuss the need to review the demographics and provide appropriate content to meet the needs of that demographic.**

15. 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.

- **Provide relevant staff with a Title VI refresher training opportunity;**
- **Convert additional vital documents into Spanish and Vietnamese;**
- **Offer interpretation services at more public workshops and meetings;**
- **Expand the new Burien Community Hub website that offers information in the top four languages;**
- **Continue using the Community Connectors Program that will work with trusted leaders from Burien's diverse communities to connect more people to civic planning processes;**
- **Continue growing the Language Access Working Group for the City of Burien that was developed in 2023. The group is made up of city employees who are working to assess our current language program procedures in order to identify gaps and needs, document what is working well and identify community stakeholders including Community Connectors.**
- **Continue to pursue outreach efforts to increase participation of a more equitable and representative range of community members in public process and community meetings.**
- **Implement an equity lens to new projects and policies.**
- **Support implementation of a new Language Access Plan**