



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): Richard R. Dahl, County Commissioner

Mailing Address: 207 4th Ave N Room 305

City: Kelso, WA Zip Code: 98626 County: Cowlitz

Phone #: 360-577-3020 email address: dahlr@cowlitzwa.gov

Name and title of head of transportation-related services: Mike Moss, Director of Public Services

Mailing Address: 1600 13th Ave South

City: Kelso, WA Zip Code: 98626 County: Cowlitz

Phone #: 360-577-3030 email address: mossm@cowlitzwa.gov

Name and title of designated Title VI coordinator*: Anna Lunday, Right of Way Agent

Mailing Address: 1600 13th Ave South

City: Kelso, WA Zip Code: 98626 County: Cowlitz

Phone #: 360-577-3030 email address: lundaya@cowlitzwa.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). Assurances are attached as Exhibit A.

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.

Cowlitz County has had no certified changes to the existing Title VI Plan, accepted and established under Resolution 23-012.

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 Title VI Program reporting structure includes the following staff:

Name	Position	Race	Color	National Origin	Primary Language
Mike Moss	Director	Caucasian	White	America	English
Susan Eugenis	County Engineer	Caucasian	White	America	English
Chris Andrews	Project Manager	Caucasian	White	America	English
Roger Maurer	Project Manager	Caucasian	White	America	English
Ronald Boursaw	Project Manager	Caucasian	White	American	English
Anna Lunday	Right of Way Agent	Caucasian	White	American	English

Staff Organizational Chart is listed under Exhibit B.

- 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.

According to the American Community Survey (ACS) Demographic and Housing Estimates of 2024, the U.S. Census Bureau identifies a population estimate of 113,982. <https://bit.ly/425IPop>

Race/Hispanic Origin of Cowlitz Co	Estimate	Percentage
White	105,035	79.7%
Black or African American	2,820	0.6%
American Indian and Alaska Native	4,909	1.7%
Asian	3,256	1.5%
Native Hawaiian and Other Pacific Islander	907	0.5%
Other Race	12,168	87.1%
One Race	99,332	87.1%
Two or More Races	14,650	12.9%

The 2023: ACS 5-Year Estimate Subject table (S1601) described 97.1% of the population as language speakers that speak English only or “very well.” The percentage of limited English-Proficient speaking households is 1.2%. <https://bit.ly/4h5y3BE>

Label	Estimated Households	Estimated Limited English-Speaking Households	Limited English-speaking Household Percentages
ALL of Cowlitz Co	44,694	553	1.2%
Spanish	2428	170	0.34%
Indo-European Language	813	141	0.32%
Asian or Pacific Island Language	708	242	0.54%

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 discrimination complaints were received by Cowlitz County Public Works for the filing year of 2025. A Copy of the Complaint Log is attached as Exhibit C.

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.

Emergency Events, observed deterioration, data analysis, and public outreach all inspire Transportation Planning Activities within Cowlitz County. After a potential project is brought to staff attention, research is then completed to consider traffic volumes, accident statistics, and vicinity demographic data analysis. Potential projects are then added to the Six-Year Transportation Program, which primarily address our aging infrastructure, emergency events, routine maintenance of existing infrastructure, or community growth needs. This is all in compliance with the SEPA process.

Final planning events encourage public discussion prior to adoption of the plan and are held during the Board of County Commissioners Open Public Meetings. Community Outreach is performed during public meetings with open discussion, both virtually and in person. In addition, the Six-Year Transportation Program Draft is posted on the County’s website with the opportunity to provide public comment. Cowlitz County promotes Title VI compliance by using the Title VI Public Involvement form. Cowlitz County received no Title VI Public Involvement Forms in 2025.

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).

Right of Way staff reviewed the associated data surrounding project locations, observing language rates through ACS Data, prior to sending notification letters or orchestrating communications by phone. Language Link identifier sheets are available and would be utilized if meaningful dialogue is not achieved. No language barriers were noted during the Right of Way Phase in 2025. All Right of Way activities are performed by state-approved consultants, contracted through RFQ process, and in adherence of the Non-Discrimination Assurances.

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

Contracted Consultants perform Right-of-Way activities associated with state funded projects through agreements established under the RFQ process (listed on item 13).

County Appraisal Staff: Jason Langeliers – Caucasian, White, America

County Acquisition Staff: Anna Lunday – Caucasian, White, America

Race, color, and national origin of the consultant employees 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.

Transportation studies and Environmental Justice reviews were conducted during the Transportation Improvement Plan compilation and Design Phase of each project, while creating the State Environmental Policy Act (SEPA) or National Environmental Policy Act (NEPA) permits. Data is gathered through the US Census Bureau, Environmental Protection Agency, EJScreen, and through American Community Survey.

During 2024, Cowlitz County completed its ADA Transition and ADA Self Evaluation Plans. The development of these documents includes an online survey and two outreach events. Both English and Spanish languages were available during the meetings. The meetings were advertised in the Daily News and flyers were mailed (in English and Spanish) to residents within the urbanized area of the County. Translation services were not requested during the outreach events; comment cards were available in English and Spanish.

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.

Project 1323 - Italian Creek Road Culvert Replacement

Kalama CCD

A January 2022 storm event overwhelmed the existing culvert, eroding the embankment and damaging the culvert. The replacement of the culvert accommodates higher flow and passage of aquatic life while reconstructing the damaged embankment and protect access for rural residents.

Project 1779 - Garlock Road Culvert Replacement

Castle Rock CCD

The Garlock Road Culvert has reached the end of its useful life and now presents a blockage for multiple aquatic species. The project replaced the existing box culvert with a new culvert sized to meet current fish passage requirements.

Project 1235 - South Cloverdale Rd Improvement Project

Kalama CCD

Project 1301 – South Cloverdale to Confer Rd

South Cloverdale Road Improvement Project (Todd Road to MP 0.76) and South Cloverdale - Confer Rd Intersection Improvement were bid as a single project. These projects will address the vertical alignments that limit sight distance, replace several culverts to meet current standards, replace Bybee Creek culvert to meet fish passage requirements, and include six-foot shoulders. The project will improve the roadway to increase safety and sight distance on separate vertical curves and at the South Cloverdale Road – Confer Road Intersection.

Project 1810 - Allender Road Bridge Replacement

Castle Rock CCD

The Allender Road Bridge had reached the end of its service life and no longer met current roadway standards, with potential restrictions for local residential access. The Bridge will be replaced to allow unrestricted movement of legal loads and protect access for a dozen rural homes.

2025 Countywide Delineators

Countywide

General delineator placement to protect and alert drivers and increase safety by bringing awareness to curve and shoulder of roadway. Locations were selected on roadway data to prevent run-off-the-road accidents.

2025 Countywide Guardrail

Countywide

General guardrail placement to protect drivers and increase road safety. Locations were selected on topographical and observed data to prevent run-off the road accidents.

2025 Countywide Pavement Overlay Project (Annual)

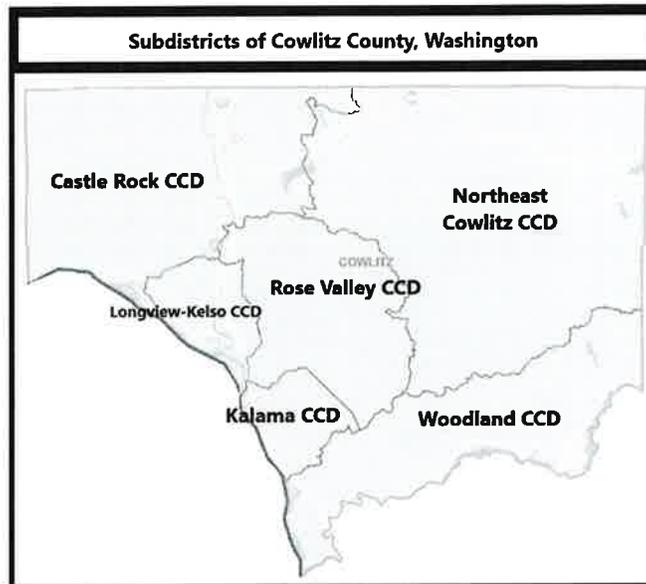
Countywide

General maintenance to preserve/prolong integrity of existing infrastructure, lessening long-term expenses of pavement maintenance and improving driver safety. Overlay locations are selected based on the integrity of the pavement and the ADT. There are short-term delays to traffic during construction but a long-term benefit to all users of the existing roadways.

2025 Countywide Pavement Striping Project (Annual)

Countywide

General maintenance for driver safety by increasing visibility of roadway striping for all light conditions. This project occurs on all arterials and collectors. In addition, roadways that have been overlaid or other repairs completed, and roads with adverse weather conditions are completed annually. The remaining roadways are striped every other year. There are short term burdens during the projects that delay the traveling public but an overall benefit to all drivers.



The Castle Rock CCD subdistrict has a population of 15,981 with 662 residents of Hispanic/Latino background and estimates 3.2% speak a language other than English at home. (2020 Decennial Census and 2023 ACS 5-year estimate)

The Longview-Kelso CCD subdistrict has a population of 110,730 with 10,802 residents of Hispanic/Latino background and reports 8.3% speak a language other than English at home. Per the Safe Harbor Provision, language assistance services are available. The population of this CCD predominately lives within the city limits of Kelso (population of 12,720) and Longview (Population of 37,818). (2020 Decennial Census and 2023 ACS 5-year estimate)

The Rose Valley CCD subdistrict has a population of 5,857 with 285 residents of Hispanic/Latino background and reports 1.7% speak a language other than English at home. (2020 Decennial Census and 2023 ACS 5-year estimate)

The Northeast Cowlitz CCD subdistrict has a population 2,144 of with 113 residents of Hispanic/Latino background and reports 4.4% speak a language other than English at home. (2020 Decennial Census and 2023 ACS 5-year estimate)

The Kalama CCD subdistrict has a population of 7,271 with 423 residents of Hispanic/Latino background and reports 5.7% speak a language other than English at home. (2020 Decennial Census and 2023 ACS 5-year estimate)

The Woodland CCD subdistrict has a population of 13,138 with 1,687 residents of Hispanic/Latino background and reports 14.6% speak a language other than English at home. Per the Safe Harbor Provision, language assistance services are available. (2020 Decennial Census and 2023 ACS 5-year estimate)

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.

No public meetings were held during the 2025 reporting period. The Board of County Commissioners held the annual construction program and Six-Year Transportation Plan presentation. During this meeting, the Public is encouraged to participate and comment during these community meetings.

Name	Position	Race	Color	National Origin	Primary Language
Mike Moss	Director	Caucasian	White	America	English
Susan Eugenis	County Engineer	Caucasian	White	America	English
Chris Andrews	Project Manager	Caucasian	White	America	English
Rober Maurer	Project Manager	Caucasian	White	America	English
Ronald Boursaw	Project Manager	Caucasian	White	America	English
Anna Lunday	Right of Way Agent	Caucasian	White	America	English

No language services or assistance was requested. Language Link would be the service used should language assistance be needed. The ADA Self Evaluation and ADA Transition Plan documents were available in both English and Spanish.

Under RCW 42.30.040, members of the public are not required to register a name or other information, or to complete questionnaire to participate in public meetings. Demographic information was compiled from census.gov or the Environmental Protection Agency.

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).

Advertisement for Construction is called for by the Board of County Commissioners at a public meeting. The call for bids is published in the Longview Daily News, The Vancouver Columbian, The Portland Daily Journal of Commerce, and the Seattle Daily Journal of Commerce. The construction contract is posted on the Builder’s Exchange website. This advertisement includes the Title VI Non-Discrimination Statement. At a public meeting, all bids are open and a preliminary bid tabulation is created. Each contractor is then further verified for contract requirements, including Underutilized Disadvantaged Business Enterprise Utilization Certification (Form 272-056U) and Underutilized Disadvantaged Business Enterprise (UDBE) Written Confirmation Document (Form 422-031U), when the contract requires these forms. The bid tabulation is presented to the Board of County Commissioners at a Public meeting for award of the construction contract.

Consultant contracts are solicited by Request for Qualification (RFQ) through publication in the Longview Daily News, The Vancouver Columbian, The Portland Daily Journal of Commerce, and the Seattle Daily Journal of Commerce. The Title VI Non-Discrimination statement is included within the advertisement. Staff then review the submittals to establish a group of consultants for interview, then rank the applicants to determine the top consultant selected. The highest ranked consultant then negotiates for both parties to enter into a standard WSDOT contract. When required, a percentage of the work is required to be completed by a certified minority business.

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?)

Title VI language was included in all contracts and agreements during FFY2025. All contracts include the Non-Discriminations Assurances – DOT Order No. 1050.2a. During the construction pre-construction conference the UDBE requirements are reviewed as are the nondiscrimination requirements included in Standard Specification Section 1-07.11. If there is a UDBE requirement the requirement to report payments on the Diversity Management System is reviewed. Cowlitz County Department of Public Works includes Appendices A, B, C, D, and E in related documents, and every contract subject to Act and Regulations include Appendix A and E of the Standard Assurances.

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).

Business	Contract	Funding	Total	DBE
WSP-USA	Consultant	Federal, State, Local	471487.98	-
Parametrix	Consultant	State	262720.04	-
OTAK	Consultant	State	336379.55	-
Delve Underground	Consultant	State	20561.12	-
Lakeside Industries, Inc.	Construction	State	1488.04	-
All Stripes Contracting	Construction	State	521639.30	-
Dewitt Construction, Inc.	Construction	State	404161.11	-
Jeffries Construction	Construction	Federal, State, Local	91220.00	-
Western United Civil Group	Construction	State	2121770.69	-
Epic Land Solutions INC	Right of Way	Local	15000.00	-
Cascade Right of Way Services	Right of Way	Local	48727.50	-
Lingeman Valuation & Consulting LLC	Right of Way	Local	1750.00	PWSBE, SBE
Jarvis Appraisal Company	Right of Way	Local	23500.00	WBE
Appraisal Solutions Northwest, Inc	Right of Way	Local	8140.00	-

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 compliance is promoted through open dialogue within monthly staff meetings where staff members are actively encouraged to engage in free online training and to seek education and awareness. Staff is also encouraged to seek out Title VI information through Environmental Justices classes, conferences, and census information through demographic statistics.

No other Title VI courses were known to occur within the region.

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.

The Title VI goal for Cowlitz County Public Works in 2026 is to be fair to all contractors, consultants, property owners, agencies and all citizens when conducting County business, with extra emphasis in any Public Outreach that is conducted. Our second goal is to finalize the existing Title VI Plan for Cowlitz County, originally passed with Resolution 23-012. Our third goal is to seek out more Title VI Training opportunities.