March 15, 2019

Mayor Scott Korthuis
City of Lynden
300 4th St
Lynden WA 98264

Dear Mayor Korthuis:

Re: SFY18 Title VI Annual Report

The Washington State Department of Transportation (WSDOT) conditionally approves the city’s Title VI annual report for SFY2018. It should be available to the public and may be posted on your website. The SFY2019 report will be due Aug. 1, 2019.

The city is required to submit a Title VI Annual Accomplishment and Update Report yearly whenever they receive USDOT funds administered by the Washington State Department of Transportation (WSDOT).

As WSDOT reviewed the report for its adherence with Title VI of the Civil Rights Act of 1964 and related federal regulations, the following are adjustments for the next report.

- More than one language in the city exceeds the DOJ/FHWA threshold and requires vital documents be translated. Find the services of a certified translator, media outlets or community organizations in these languages, and engage them in the process.
- Data: as mentioned in the Title VI workshops, current data about the Title VI demographic groups is not just for the annual report. Census data is a start but check current trends using the source mentioned in class. Use the data throughout the life of your transportation services/projects.
- Additional comments/suggestions are in the email.

By letter, May 25, 2018, WSDOT requested an updated Nondiscrimination Agreement. Only the policy cover page came with your annual report. Refer to the template, found in Appendix 28.72 of the LAG Manual. Submit a completed Nondiscrimination Agreement by April 15, 2019 to TitleVI@wsdot.wa.gov.

WSDOT is committed to providing any assistance you may need as you comply with Title VI. If you have questions concerning Title VI, please contact me at 206-440-4778, or email TitleVI@wsdot.wa.gov.

Sincerely,

Gretchen Gleue, Title VI Program Specialist
Office of Equal Opportunity