

CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: APRIL 10, 2017

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: ROBERT YALLDA, P. E., T.E., PUBLIC WORKS DIRECTOR

HALI AZIZ, E.I.T., ASSISTANT TRANSPORTATION PLANNER

SUBJECT: RECOMMENDATION TO ADOPT RESOLUTION NO. 2017-1545,

ADOPTING THE 2016 CITY OF CALABASAS TITLE VI PROGRAM IN COMPLIANCE WITH FEDERAL TRANSIT ADMINISTRATION (FTA)

REQUIREMENTS

MEETING

APRIL 26, 2017

DATE:

SUMMARY RECOMMENDATION:

Staff recommends City Council to adopt Resolution No. 2017-1545, adopting the 2016 City of Calabasas Title VI program in compliance with Federal Transit Administration (FTA) requirements.

BACKGROUND:

Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, and national origin in programs and activities receiving federal financial assistance. As a recipient of FTA funding, the City of Calabasas is required to implement a Title VI Program that demonstrates that no transit program or service provided by the City creates discrimination toward any demographic of the population served by that program or service. A resolution adopting the City of Calabasas' Title VI Program is required to maintain federal funding eligibility.

DISCUSSION/ANALYSIS:

The FTA, as a condition of its grants, requires that each recipient has a Title VI Program adopted by its governing body every three years. As a new FTA grant recipient, the City of Calabasas was required to develop a Title VI Program in 2016.

The City engaged Moore & Associates, Inc., an independent public transportation consulting firm, to prepare the City of Calabasas' Title VI Program in accordance with FTA Circular 4702.1B, dated October 1, 2012. The Title VI Program provides the City's commitment to ensuring that no person is excluded from participation in, denied the benefits of, or otherwise subjected to discrimination under any of its programs, activities, or services on the basis of race, color, or national origin.

Specifically, the Title VI Program includes the following contents:

- Title VI complaint filing procedures, forms, and records of any Title VIrelated investigations, complaints, or inquiries;
- A Public Participation Plan identifying policies for public hearings, workshops and comment periods that encourage public input regarding fare increases or major service changes, and engage minority and limited English proficient populations in the public planning process;
- Environmental justice and service equity policies;
- A summary of the City's committees that are engaged in the decisionmaking process relevant to transit service and operations;
- Efforts to ensure sub-recipient compliance with Title VI requirements;
 and
- Transit service standards and policies related to vehicle load, headway, on-time performance, service availability, distribution of transit amenities, and vehicle assignment.

The draft Title VI Program has been approved as to form and content by Metro. Once adopted by the City Council, this Title VI Program will be submitted to Metro for final approval. Failure to provide this document could result in the loss of future FTA funds that the City needs to provide for its transit service.

FISCAL IMPACT/SOURCE OF FUNDING:

The cost of preparing the Title VI Report was funded utilizing Proposition A and Proposition C. No further cost is expected to be associated with this report.

REQUESTED ACTION:

Recommendation to adopt Resolution No. 2017-1545, adopting the 2016 City of Calabasas Title VI program in compliance with Federal Transit Administration (FTA) requirements

ATTACHMENTS:

Attachment A: Draft Title VI Report prepared by Moore & Associates, Inc.

Attachment B: Draft Resolution No. 2017-1545

Attachment C: Calabasas Title VI Notice to the Public

Attachment D: Title VI Complaint Form

Attachment E: Reasonable Modification and Accommodation Request Form