



CITY of CALABASAS

TRAFFIC & TRANSPORTATION COMMISSION AGENDA REPORT

DATE: JULY 20, 2022

TO: TRAFFIC AND TRANSPORTATION COMMISSION

FROM: TRA'A BEZDECNY, ASSISTANT ENGINEER

SUBJECT: TITLE VI 2022 UPDATE

MEETING

DATE: JULY 26, 2022

BACKGROUND:

As a subrecipient of Federal financial assistance through LA County Metropolitan Transit Authority (LACMTA), the City is required to complete a Title VI program and update the program every 3 years. In 2016 the City completed its initial program which was then updated in 2019. Currently the 2022 revision is due to LACMTA by September 30th.

DISCUSSION:

Title VI of the Civil Rights Act of 1964 protects people from discrimination based on race, color, or national origin in programs or activities that receive Federal financial assistance, such as public transit programs. FTA Circular 4702.1 B outlines the requirements Title VI programs for federal transit administration recipients. Requirements contained in the Circular include the following:

- Notice of Rights under Title VI
- How to file a complaint with copy of complaint form
- List of Title VI investigations, complaints, or lawsuits
- Public Participation Plan
- Limited English-Proficient (LEP) Plan
- Racial breakdown of non-elected advisory councils
- Narrative describing subrecipient monitoring
- Copy of Title VI equity analysis for construction of new facility (not applicable)

In April 2022, Staff sent out a Request for Proposal (RFP) and in May 2022 the City entered into a Professional Services Agreement (PSA) with Moore & Associates, Inc. after receiving only their proposal and determining that they were qualified to complete the update. Moore & Associates completed the City's 2016 Title VI program and the City's 2019 Program update and are familiar with our public transit system.

The draft Title VI Program has been approved as to form and content by Staff. Once adopted by the City Council, this Title VI Program will be submitted to LACMTA 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:

Staff requests Commission to recommend Resolution No.2022-1808 to the City Council at their August 10, 2022 meeting in order to approve the 2022 Title VI Program. Staff also requests Commission to submit the attached Draft Resolution to the City Attorney for review and approval prior to recommendation to the City Council.

ATTACHMENTS:

Attachment A – Draft 2022 Calabasas Title VI Program
Attachment B – Draft Resolution No.2022-1808