



CITY of CALABASAS
CITY COUNCIL AGENDA REPORT

DATE: JULY 27, 2022

TO: HONORABLE MAYOR AND COUNCILMEMBERS

**FROM: ROBERT YALDA, P.E., T.E., PUBLIC WORKS DIRECTOR
TATIANA HOLDEN, P.E., PHD, DEPUTY PUBLIC WORKS DIRECTOR
TRA'A BEZDECNY, ASSISTANT ENGINEER**

**SUBJECT: ADOPTION OF RESOLUTION NO. 2022-1808, ADOPTING THE
UPDATED CITY OF CALABASAS TITLE VI PROGRAM IN
COMPLIANCE WITH FEDERAL TRANSIT ADMINISTRATION (FTA)
REQUIREMENTS**

MEETING

DATE: AUGUST 10, 2022

SUMMARY RECOMMENDATION:

Staff recommends the City Council adopt Resolution No. 2022-1808, adopting the updated City of Calabasas Title VI program report 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 and update 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. The Title VI Program must be updated every 3 years. The City adopted Resolution No 2019-1649 on September 25, 2019, adopting the 2019 updated Calabasas Title VI Program in compliance

with FTA requirements. The City is now updating its Title VI program to remain in compliance with FTA requirements.

DISCUSSION/ANALYSIS:

The City engaged Moore & Associates, Inc., an independent public transportation consulting firm, to update 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 VI-related 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 decision-making 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.

On July 26, 2022, the Traffic and Transportation Commission approved to recommend this updated program to the City Council.

The updated Title VI Program will be submitted to Metro for final approval. Failure to provide this document could result in the loss of future FTA funding that the City requires in order to provide 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 recommends the City Council adopt Resolution No. 2022-1808, adopting the updated City of Calabasas Title VI program report in compliance with Federal Transit Administration (FTA) requirements.

ATTACHMENTS:

Attachment A – Draft Final Title VI Report prepared by Moore & Associates, Inc.
Attachment B – Resolution No. 2022-1808