



CITY OF GLENDALE, CALIFORNIA REPORT TO THE CITY COUNCIL

AGENDA ITEM

Report: Approval of the Title VI Program for Glendale Beeline and Dial-A-Ride transit programs.

1. Motion to approve the Glendale Beeline and Dial-A-Ride "Program to Meet Title VI Requirements of the Civil Rights Act of 1964 as a Federal Transit Administration Subrecipient."

COUNCIL ACTION

Item Type: Consent Calendar

Approved for May 21, 2024 **calendar**

EXECUTIVE SUMMARY

The City of Glendale is required by the Federal Transit Administration to prepare and submit a Title VI program report to meet Title VI requirements of the Civil Rights Act of 1964 for the Beeline and Dial-A-Ride transit services. The program demonstrates the city's efforts to ensure non-discrimination and equal access to transit services regardless of race, color, or national origin.

RECOMMENDATION

Pass the motion approving the Glendale Beeline and Dial-A-Ride “Program to Meet Title VI Requirements of the Civil Rights Act of 1964 as a Federal Transit Administration Subrecipient” (Glendale Title VI Program).

ANALYSIS

As a subgrantee of Federal Transit Administration (FTA) grant funds, the City of Glendale Transit Division is required to comply with Title VI of the Civil Rights Act of 1964 (Act). The Act requires that "no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance."

Pursuant to FTA Circular 4702.1A - Title VI Guidelines for FTA Recipients, the Transit Division must prepare, and have approved every three years, a Glendale Title VI Program which is to be submitted to the Los Angeles County Metropolitan Transportation Authority (Metro) for review by the FTA.

The Glendale Title VI Program document is attached for Council review. The City Council motion approving the Glendale Title VI Program will become part of the final program document as Appendix C.

Key Plan Components

Public Notification of Rights. The city is required to notify the public of their protection under Title VI. The Glendale Title VI Program includes a Title VI Notice to Beneficiaries that is posted on the Beeline and Dial-A-Ride web pages, on all transit vehicles operated by the City of Glendale, at the Transit public counter, and on service-related documents as appropriate. In addition, the Title VI Complaint Procedures and the Title VI Complaint Form are available on the Beeline and Dial-a-Ride web pages and at the Transit public counter.

Language Assistance Plan. Per the Act, the U.S. Department of Transportation (DOT) implementing regulations, and Executive Order 13166 "Improving Access to Services for Persons with Limited English Proficiency (65 FR 50121, Aug. 11, 2000)," the Transit Division is federally mandated to develop and implement a Language Assistance Plan by which Limited English Proficiency (LEP) persons can meaningfully access translations of written and oral information. As such, the Transit Division must take reasonable steps to ensure meaningful access to the benefits, services, information, and other important portions of their programs and activities for LEP persons. The Transit Division's "Program to Meet Requirements Concerning Recipients' Responsibilities to Limited English Proficient (LEP) Persons as a Federal Transit Administration Subrecipient" is included as Appendix B of the Glendale Title VI Program.

Public Participation Process. The federal guidelines also require transit providers to have a Public Participation Plan. The Glendale Title VI Program describes efforts to

promote public involvement in transit planning and decision-making activities. The Program describes proactive public outreach strategies and procedures that allow for, encourage, and monitor public participation within the city including, but not limited to, minority individuals, persons with LEP, and low-income populations.

Service Standards. The Glendale Title VI Program also includes information on service standards and policies that demonstrate equitable deployment and access to transit services and equipment.

STAKEHOLDERS/OUTREACH

The City of Glendale's transit services, Beeline and Dial-A-Ride, provide mobility to residents. The Title VI policy is posted on all Beeline buses and Dial-A-Ride vehicles in English, Armenian, and Spanish. Title VI information is also available on the transit website and on all route schedule brochures. Additional outreach in the form of community meetings and social media will occur when the city plans to make changes to its transit services.

FISCAL IMPACT

There is no fiscal impact associated with this report. Over time, there may be marginal operational costs associated with compliance with the Glendale Title VI Program related to the translation of documents or translation assistance in additional languages.

ENVIRONMENTAL REVIEW (CEQA/NEPA)

This item is not a project as defined in CEQA Guidelines section 15378, and thus, is not an activity subject to CEQA. (CEQA Guidelines § 15060(c)(3).)

CAMPAIGN DISCLOSURE

This item is exempt from campaign disclosure requirements.

ALTERNATIVES TO STAFF RECOMMENDATION

1. The city may elect not to approve the Glendale Beeline and Dial-A-Ride "Program to Meet Title VI Requirements of the Civil Rights Act of 1964 as a Federal Transit Administration Subrecipient." This would result in noncompliance with the requirements established by the Federal Transit Administration.
2. The City Council may consider any other alternative not proposed by staff.

ADMINISTRATIVE ACTION

Submitted by:

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Prepared by:

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Approved by:

Roubik R. Golanian, P.E., City Manager

EXHIBITS/ATTACHMENTS

Exhibit 1: "Program to Meet Title VI Requirements of the Civil Rights Act of 1964 as a Federal Transit Administration Subrecipient"