



**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 June 29, 2021 **calendar**

ADMINISTRATIVE ACTION

Submitted by:

Yazdan T. Emrani, P.E., Director of Public Works

Prepared by:

Martha D’Andrea, Transit Manager

Pamela Tang, Transit Analyst

Reviewed by:

Michele Flynn, Director of Finance

Michael J. Garcia, City Attorney

Approved by:

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

RECOMMENDATION

Staff respectfully recommends that the City Council approve the 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” (Glendale Title VI Program).

BACKGROUND/ANALYSIS

As a subgrantee for Federal Transit Administration (FTA) grant funds, the Public Works Department 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 Public Works Department, Transit Section 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 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 Section 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 Section 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 Section'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 that transit providers must 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 Limited English Proficiency (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.

FISCAL IMPACT

There is no direct fiscal impact to approve the Glendale Title VI Program. Over time, there may be marginal operational cost increases to provide translation of documents or translation assistance in additional languages.

ALTERNATIVES

The alternatives related to the proposed Motion are as follows:

Alternative 1: 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.”

Alternative 2: The City Council may consider any other alternative not proposed by staff.

EXHIBITS

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