



# City of Culver City

Mike Balkman  
Council Chambers  
9770 Culver Blvd.  
Culver City, CA 90232  
(310) 253-5851

## Staff Report

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**File #:** 16-1149, **Version:** 1

**Item #:** C-16.

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**CC - Adoption of a Resolution to Approve and Adopt the Culver City Transportation Department Title VI Program Update and Limited English Proficiency (LEP) Plan**

**Meeting Date:** June 26, 2017

**Contact Person/Dept:** Jane Leonard / Transportation

**Phone Number:** 310-253-6523

**Fiscal Impact:** Yes ☐ No ☒

**General Fund:** Yes ☐ No ☒

**Public Hearing:** ☐ **Action Item:** ☐ **Attachments:** ☒

**Commission Action Required:** Yes ☐ No ☒ **Date:**

**Public Notification:** (E-Mail) Meetings and Agendas - City Council (6/21/17);

**Department Approval:** Art Ida (05/31/17)

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### **RECOMMENDATION**

Staff recommends the City Council adopt a resolution to approve and adopt the Culver City Transportation Department Title VI Program Update and the Limited English Proficiency (LEP) Plan to comply with the provisions of the Civil Rights Act of 1964, and the requirements established by the Federal Transit Administration (FTA) for recipients of Federal funding.

### **BACKGROUND/DISCUSSION**

Title VI of the Civil Rights Act of 1964 provides that "no person in the United States shall, on the grounds of race, color or national origin, be excluded from participation in, or be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance." To fulfill this basic civil rights mandate, each federal agency that provides financial assistance for any program is authorized and directed by the United States Department of Justice to apply provisions of Title VI to each program by issuing generally applicable rules, regulations, or requirements.

Since 1972 the Federal Transit Administration (FTA) has required recipients of Federal assistance to certify compliance with the requirements of Title VI as part of the funding eligibility process. The

Culver City Transportation Department, on behalf of the City of Culver City, is a recipient of Federal funding, and must have a Title VI Program in place.

The Culver City Transportation Department has developed procedures for its Culver City Bus Title VI Program to meet the general reporting requirement which include procedures for filing civil rights complaints; Title VI investigations, complaints, and lawsuits; plans for providing access to persons with limited English proficiency; protection notifications; and information distribution and outreach to ensure access to programs and services.

The specific Title VI Program Update and Limited English Proficiency Plan address each of the required elements. These documents are included as Attachments to this report.

### **FISCAL ANALYSIS**

There are no fiscal impacts to implement these Title VI Program elements; rather, the lack of compliance with the Civil Rights Act of 1964 through an updated Title VI Program and LEP Implementation Plan will preclude the City of Culver City from receiving federal funding for capital projects and operating assistance.

### **ATTACHMENTS**

1. Title VI Program Update and Limited English Proficiency (LEP) Plan - 2017 Information Update
2. Resolution Approving and Adopting the Title VI Program Update and LEP

### **MOTION**

That the City Council:

Adopt a Resolution approving and adopting the Title VI Program Update and Limited English Proficiency Plan dated May 2017 as they pertain to Culver City Bus and the Culver City Transportation Department.