



City of Culver City

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Staff Report

File #: 24-192, Version: 1

Item #: C-4.

CC - CONSENT ITEM: Approval and Authorization of the Transportation Department's Title VI and Limited English Proficiency Plan (LEP) Update for Filing with the Federal Transit Administration as Required for all Transit Operators with Bus Fleets in Excess of 50 Transit Vehicles in Service and Receiving Federal Assistance Awards.

Meeting Date: September 11, 2023

Contact Person/Dept: Nick Szamet /Transportation Department

Phone Number: (310) 253-6593

Fiscal Impact: Yes No **General Fund:** Yes No

Attachments: Yes No

Public Notification: (E-Mail) Meetings and Agendas - City Council (09/06/2023)

Department Approval: Diana Chang, Chief Transportation Officer (08/22/2023)

RECOMMENDATION

Staff recommends the City Council approve and authorize the Transportation Department's Title VI and Limited English Proficiency Plan (LEP) Update for filing with the Federal Transit Administration as required for all transit operators with bus fleets in excess of 50 transit vehicles in service and receiving federal assistance awards.

BACKGROUND/DISCUSSION

As required by the Federal Transit Administration (FTA), the Transportation Department (Department) is required to develop and implement a Title VI and Limited English Proficiency Plan every three years. This plan requires Governing Body approval prior to remittance and filing with the FTA's Office of Civil Rights. The Department previously prepared and brought to the City Council a Title VI and LEP plan for adoption by the Council in February 2022.

The underlying objectives of Title VI and Limited English Proficiency requirements are:

- To ensure that the level of quality of public transportation is provided in a nondiscriminatory manner.

- To promote full and fair participation in public transportation decision-making without regard to race, color, or national origin.
- To ensure meaningful access to transit-related programs and activities by persons with limited English proficiency.

Attachment 1 is the plan prepared by the Department's consultant SGN and Associates. The consultant reviewed Culver CityBus' existing Title VI and LEP plan. SGN consulted with staff to ensure all information within the report is factual and concurrent with updated data sources such as the 2020 Decennial Census. Additionally, the updated plan ensures conformance with matters related to investigations, complaints, and lawsuits. The LEP component has been reviewed to ensure accessibility for those with limited English proficiency to CityBus programs and services.

Upon City Council's authorization, the report will be filed with FTA Region IX's Office of Civil Rights. The next Title VI Plan update will be filed in 2026 in accordance with a three-year timeline.

FISCAL ANALYSIS

All costs associated with this work were funded from the Transportation Department's operating budget. There are no resulting fiscal impacts related to filing the plan.

ATTACHMENTS

1. Culver CityBus Title VI and Limited English Proficiency Plan

MOTION

That the City Council:

Receive, Approve, and Authorize the Transportation Department to file the Attached Title VI and Limited English Proficiency Plan with FTA Region IX Office of Civil Rights.