



Local Agency Federal Highway
Administration (FHWA)
Title VI Implementation Plan

City of Santa Fe Springs, Public Works Department

Approved by the City Council on June 17, 2025



A Great Place to Live, Work & Play

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I. TITLE VI/NON-DISCRIMINATION POLICY STATEMENT

I. Title VI/Non-discrimination policy statement

It is the policy of City of Santa Fe Springs that no person shall on the grounds of race, color, national origin, sex, disability, or age, be excluded from participation in, be denied the benefits of, or be subjected to discrimination in any operation of City of Santa Fe Springs Department of Public Works as provided by Title VI of the Civil Rights Act of 1964 and related statutes.

This policy applies to all operations of the City of Santa Fe Springs, including its contractors and anyone who acts on behalf of City of Santa Fe Springs Department of Public Works. This policy also applies to the operations of any department or agency to which the City of Santa Fe Springs extends federal financial assistance. Federal financial assistance includes grants, training, use of equipment, donations of surplus property, and other assistance.

Prohibited discrimination may be intentional or unintentional. Seemingly neutral acts that have disparate impacts on individuals of a protected group and lack a substantial legitimate justification are a form of prohibited discrimination. Harassment and retaliation are also prohibited forms of discrimination.

Examples of prohibited types of discrimination based on race, color, national origin, sex, disability, or age include: Denial to an individual any service, financial aid, or other benefit; Distinctions in the quality, quantity, or manner in which a benefit is provided; Segregation or separate treatment; Restriction in the enjoyment of any advantages, privileges, or other benefits provided; Discrimination in any activities related to highway and infrastructure or facility built or repaired; and Discrimination in employment.

Title VI compliance is a condition of receipt of federal funds. The Title VI is authorized to ensure compliance with this policy, Title VI of the Civil Rights Act of 1964, 42 U.S.C § 2000d and related statutes, and the requirements of 23 Code of Federal Regulation (CFR) pt. 200 and 49 CFR pt. 21.

The City of Santa Fe Springs affirms the recipient's commitment to non-discrimination and assures that every effort will be made to ensure non-discrimination in all of its programs, activities, and services, whether those programs, activities, and services are federally funded or not.



René Bobadilla, PE, City Manager



Date

II. TITLE VI ASSURANCES

DOT 1050.2A Title VI Assurance form: Signed Form in APPENDIX A

Non-Discriminatory Legislation:

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, be denied the benefits of, or be subjected to discrimination, under any program or activity receiving Federal financial assistance (as implemented through 23 CFR 200.9 and 49 CFR 21).

Section 162(a) of the Federal-Aid Highway Act of 1973 (Section 324, Title 23 U.S.C.) – Prohibits discrimination on the basis of sex by recipients and sub-recipients of Federal financial assistance.

Section 504 of the Rehabilitation Act of 1973 – Prohibits discrimination on the basis of disability by recipients and sub-recipients of Federal financial assistance.

The Age Discrimination Act of 1975 (Section 6101-6107, Title 42 U.S.C.) – Prohibits discrimination on the basis of age by recipients and sub-recipients of Federal financial assistance.

The Civil Rights Restoration Act of 1987 (Public Law 200-209) – Clarifies that the original intent of Congress in Title VI of the Civil Rights Act of 1964, Title IX of the Educational Amendments of 1972, the Age Discrimination Act of 1975, and Section 504 of the Rehabilitation Act of 1973 was to apply the non-discrimination statutes to all programs and activities of Federal-aid recipients, sub-recipients, contractors and vendors, whether all such programs are federally assisted or not.

Executive Order (EO) 13166, "Improving Access to Services for Persons with Limited English Proficiency," was officially rescinded by President Trump with the issuance of EO 14224, which designates English as the official language, but does not eliminate Title VI protections. Even though EO 14224 rescinded EO 13166, Title VI of the Civil Rights Act of 1964 remains in full effect.

This means:

- Title VI prohibits language-based national origin discrimination.
- LPAs must continue to provide meaningful access to programs, services, and activities for Limited English Proficiency (LEP) individuals.
- US Department of Justice (DOJ) guidance and court interpretations reinforce this requirement.

The City will continue to ensure LEP is accessible under Title VI.

III. ORGANIZATION, STAFFING, AND STRUCTURE

City of Santa Fe Springs is ultimately responsible for assuring full compliance with the provisions of Title VI of the Civil Rights Act of 1964 and related statutes and has directed that non-discrimination is required of all agency employees, contractors, and agents pursuant to 23 CFR Part 200 and 49 CFR Part 21.

The City of Santa Fe Springs has created the positions of Title VI Coordinator and Assistant Title VI Coordinator to ensure implementation of the agency's Title VI program. The position of Title VI Coordinator is located within the Public Works Department.

Title VI Coordinator:

- Name: Debbie Ford
- Title: Human Resources Manager
- Contact Information: debbieford@santafesprings.gov

The Title VI Coordinator is responsible for:

- Overseeing Title VI program implementation
- Submitting a Title VI plan and annual reports on the agency's behalf
- Developing procedures for the prompt processing and disposition of complaints
- Processing complaints, compiling a complaint log, and reporting to Caltrans
- Developing procedures for the collection and analysis of statistical data
- Developing a program to conduct Title VI reviews of program areas
- Conducting annual Title VI assessments of pertinent program areas
- Developing Title VI information for dissemination
- Establishing procedures for resolving deficiency status and reducing to writing the remedial action agreed to be necessary
- Maintains open line of communication with City Manager, City Council, and other City leadership positions as necessary to facilitate the Title VI Program requirements in a timely manner.

Assistant Title VI Coordinator:

- Name: Elizabeth Ortega
- Title: Human Resources
- Contact Information: elizabethortega@santafesprings.gov

The Assistant Title VI Coordinator is responsible for:

- Assumes role and duties of Title VI when the Title VI Coordinator is unavailable.
- Works directly with Title VI Coordinator to ensure program compliance is met.
- Ensures that all applicable staff are present for Title VI training, and are following Title VI procedures through work with the public, contractors, and consultants.

TITLE VI ORGANIZATIONAL CHART



IV. TITLE VI NOTICE TO THE PUBLIC

As a recipient of federal funding, the City of Santa Fe Springs is committed to ensuring compliance with Title VI of the Civil Rights Act of 1964, which prohibits discrimination based on race, color, or national origin in all federally funded programs and activities. In accordance with federal requirements, this Title VI Notice to the Public informs individuals of their rights and provides information on how to file a complaint if they believe they have been subjected to discrimination.

Santa Fe Springs strives to promote equitable access to transportation programs, services, and decision-making processes for all community members. The city has included the Title VI Notice of Rights to the Public, found in APPENDIX B of this document.

The notice will be disseminated to the public through the City departments, translated into Spanish, and posted on the [City website](#).

VI. TITLE VI TRAINING

The City of Santa Fe Springs Public Works Department will provide Title VI and related statute training to all Public Works staff that has frequent public contact in the administration of federal-aid programs. These trainings will occur at a minimum every two years, and within six months of hiring a new employee. The trainings will be conducted by the Title VI Coordinator, online through presentations, or through trainings hosted by Caltrans. Additionally, links to Caltrans, FHWA, and other applicable agency resources for Title VI and related statutes will be posted on the [City website](#).

In particular, the following items will be covered in training:

- Review of the City's Title VI Implementation Plan and other relevant documents
- Language assistance services are offered for public use
- How to handle potential complaints
- Where to seek assistance for Title VI questions and concerns

V. TITLE VI COMPLAINT PROCEDURES

The City of Santa Fe Springs Public Works Department is committed to ensuring compliance with Title VI of the Civil Rights Act of 1964 and other non-discriminatory authorities, such that no person shall be excluded from participation in or be denied the benefits of any program or activity conducted by the City of Santa Fe Springs Public Works Department on the grounds of race, color, national origin, sex, age, disability, religion, sexual orientation, gender identity, or any other category protected by State or Federal law.

The City of Santa Fe Springs will make every effort to ensure nondiscrimination in all of its services, programs, and activities, whether they are federally funded or not, and that services and benefits are fairly distributed to all people, regardless of race, color, or national origin (including LEP).

The Title VI Specialist will only process complaints that are complete, which include at a minimum, the following:

Outline of how Title VI complaints are handled:

- 1) **How to File:** Any person that believes they have been discriminated against on the grounds of race, color, national origin, sex, age, disability, religion, sexual orientation, gender identity, or any other category protected by State or Federal law by the City of Santa Fe Springs Public Works Department, its contractors, consultants or any other party that acts on behalf of the Public Works Department may file a Title VI complaint by completing and submitting the City's Title VI Complaint Form (APPENDIX C), which can be found displayed in the City Hall lobby, and online on the [City website](#).
- 2) **Timeline:** The City's Title VI Specialist processes complaints received and shall acknowledge receipt within 10 business days; resolution within 60 days.

- 3) **Validation:** The agency would validate the complaint and send to Caltrans for processing. Make sure there is a complaint log as well as a complaint form for the public to file Title VI complaints.
- 4) **Decision:** Issue findings to the complainant and corrective actions if needed.
- 5) **Appeal:** Information on how to appeal decisions.

Once the Title VI complaint is received, the Title VI Coordinator will log the complaint and verify that for completeness and jurisdiction, then will forward the complaint to Caltrans, to be submitted to the FHWA Division Office. The Title VI Coordinator will also begin processing the complaint by entering said complaint into the City's Title VI Discrimination Complaint Log, and conducting an internal investigation. Once a finding has been determined/received, the City's Title VI Coordinator will provide said finding to the complainant within ten business days via letter and/or email.

Complaints Processed Under the Federal Highway Administration

- Title VI complaints filed with Caltrans in which Caltrans is named as the Respondent will be forwarded to the FHWA Division Office. The Complainant will receive an acknowledgement letter informing them that the complaint has been received and forwarded to the FHWA.
- Per the FHWA Guidance Memorandum, Processing of Title VI Complaints, dated June 13, 2018, all Title VI complaints received by a sub-recipient (City Santa Fe Springs) are to be forwarded to Caltrans to be submitted to FHWA Division Office. Complaints should be sent within one business day of receipt via email to Title.VI@dot.ca.gov. If the Headquarters Office of Civil Rights (HCR) determines a Title VI complaint against a sub-recipient can be investigated by Caltrans, HCR may delegate the task of investigating the complaint to Caltrans.

A person may also file a complaint directly with the FHWA and/or Caltrans by the following contact information:

Federal Highway Administration
U.S. Department of Transportation Office of Civil Rights
1200 New Jersey Avenue, SE 8th Floor E81-105
Washington, DC 20590

California Department of Transportation (Caltrans)
Office of Civil Rights
Attention: Title VI Branch
P.O. Box 942874, MS 79
Sacramento, CA 94274

Should a complaint be filed with the City of Santa Fe Springs Works and one with a federal or state agency simultaneously, the federal/state complaint will supersede the City's complaint and the City's complaint procedures will be suspended pending the federal/state agency's findings.

VI. TITLE VI COMPLAINT LOG

The City will maintain a log of all formal complaints filed. The complaint log will include the following information:

Maintain a log including:

- Complaint filing date.
- Complainant's demographics (if voluntarily provided).
- Allegation summary.
- Investigation status and findings.
- Resolution or corrective action.

The complaint form used by the City can be found at the end of APPENDIX C.

VII. PUBLIC PARTICIPATION PLAN

Purpose

The City of Santa Fe Springs' Public Participation Plan (PPP) is organized to work in concert with the Title VI Plan and the Language Access Policy. The purpose of the PPP is to establish procedures that allow for, encourage, and monitor the participation of all citizens living and working in the City. Special attention will be paid to soliciting input from low-income and minority communities that are traditionally underrepresented. A survey tool will be used to seek feedback about the most effective channels of communication for the City to engage our communities.

Goals and Objectives

The City's PPP has a single comprehensive goal: to allow the public opportunities throughout our many different planning processes to make their ideas and concerns known. To meet this goal, the City has established the following objectives:

- 1) Identify the most appropriate methods for reaching the public.
- 2) Determine what language and other cultural barriers exist to public participation within the City.
- 3) Hold meetings in locations that are accessible and reasonably welcoming to all Santa Fe Springs residents.
- 4) Keep the public informed through effective channels of communication and allow input through additional channels.
- 5) Work to actively engage the public in programs, projects and policy-making. Give participants more ownership in the outcome of planning processes through collaborative events that engage in conversation and the exchange of ideas and information, leading to buy-in, a sense of ownership, and higher quality planning documents.
- 6) Ensure that the City's public involvement plan is dynamic and responsive. The plan will be inclusive of a range of perspectives, engaging citizens in unique ways to reach a broader audience and understand their goals, needs, and desires.

- 7) Use various illustrative visualization techniques to convey the information including but not limited to charts, graphs, photos, maps and the internet.

Identification of Stakeholders

Stakeholders are those who are either directly or indirectly, affected by a plan, or the recommendations of that plan. Those who may be adversely affected, or who may be denied the benefit of a plan's recommendation(s), are of particular interest in the identification of specific stakeholders. Stakeholders are broken down into several groups: general citizens, minority and low-income persons, public agencies, and private organizations and businesses.

- **General Citizens:** The City of Santa Fe Springs has a population of 19,219 as of 2020 Decennial Census (U.S Census Bureau). About 43.4.% of the population is speaks Spanish only, 7.1% Asian and Pacific Islander, and 1.7 % other languages.
- **Low-income:** Residents with income below the poverty level account for almost 11.1% of Santa Fe Springs's population and should be given every reasonable opportunity to provide input on various community plans and programs.
- **Public Agencies:** Public agencies can provide valuable input to the planning process, in addition to assisting in gaining attention from traditionally under-represented populations.
- **Private Organizations and Businesses:** Private organizations and businesses offer a number of perspectives that are valuable to the planning process and their perspective will be welcomed in the planning process.

STRATEGIES OF COMMUNITY ENGAGEMENT

Public meetings, surveys, workshops, focus groups.

The resources listed here are the methods Santa Fe Springs uses to engage and communicate with the individuals and stakeholders we serve.

The City of Santa Fe Springs Website:

- The Santa Fe Springs website was redesigned in 2024. The updates continue to provide information about upcoming meetings and agendas, recent reports, maps, and information about Santa Fe Springs policies. The site includes a "Contact Us" with staff email accounts along with a comment email account to collect public input and feedback. The comment email is monitored by administrative staff. The comment account also receives automated notifications when comments are submitted on other web-based public input tools. The website includes a translation tool for non-speaking English users. In addition, the website includes an Accessibility Menu for users with disabilities.

"Go SFS" App:

- Service Requests, comments or input can be submitted using the "Go SFS" app to report local issues such as Potholes, Tree Hazards, Sidewalks, Malfunctioning Traffic Signals, Street Lights, Graffiti, Illegal Dumping and send it directly to the Public Works Department. The mobile application will use your camera and geo-location technology to route the problem's exact location to the Public Works Department.

The App provides the opportunity to track the submitted service requests and receive updates and notifications once the matter has been resolved.

Social Media

- [Facebook](#), [Instagram](#) and [YouTube](#) are used to announce meetings and events. Posts provide the opportunity to share links to pertinent information and survey sites. Social media platforms can also invite public comments and participation on the sites themselves..

City E-Blast SFS happenings

- The Santa Fe Springs monthly City Newsletter is delivered directly to the community's inbox. The newsletter includes valuable information about the community, including festivals and holiday events, public announcements, recreation programs, renovation and development projects, and much more.

Surveys

- Santa Fe Springs uses printed and web-based applications to generate electronic surveys. Hyperlinks to the survey are then disseminated via email, social media, press releases, and the website. Hard copies are also produced and distributed at public meetings, community events, and the office. In addition, post card mailings are used to publicize surveys and comment periods and include QR codes for mobile devices.

Public Meetings/Community Events/Neighborhood Meetings

- Public meetings are generally open and informal, with project team members interacting with the public on a one-on-one basis. Brochures and fact sheets may be provided at these meetings. Santa Fe Springs may coordinate with other local agencies to be on hand to supply information and support. Informational tables at community events where transportation issues are not the focus are ways to solicit comment from individuals who are not usually involved in the transportation planning process. All meetings are ADA-compliant.

Posters and Flyers

- Posters and flyers are used to announce meetings and events and are distributed to public places such as City Halls, libraries, community centers, City Utilities buses and City Utilities bus transfer stations for display. Posters and flyers can be used to reach a larger audience than other notification methods.

LEP OUTREACH

Translate vital materials and provide interpretation services.

LEP Outreach includes strategies that actively engage residents with limited English proficiency in public decision-making processes by providing translated materials, utilizing bilingual staff, holding meetings in multiple languages, and partnering with community organizations serving populations, with a focus on accessible communication channels like community radio and social media platforms in relevant languages.

Accessibility features:

- The Santa Fe Springs website incorporates language access features on city websites, including translation tools and multilingual content.

Translation of Key documents:

- Santa Fe Springs converts written information from English into another language, such as Spanish, to ensure important documents like forms, notices, and instructions are accessible to LEP individuals.

Interpretation services:

- Santa Fe Springs provides real-time oral translation during conversations, allowing for direct communication between an LEP person and someone speaking English.
- The City offers bilingual pay to our employees who can serve as interpreters for City business. City employees are tested and certified for bilingual pay. Additionally, if necessary, the City can use Language Services for extra support.

Advance notice:

- Santa Fe Springs provides sufficient notice to request interpretation services for meetings.

INCLUSION MEASURES

Target outreach to minority and low-income populations.

Inclusive outreach paves the way toward a mutual understanding between the government and the community. This understanding is reliant on the management of expectations, the development of trust, and the existence of transparency into the government process.

Community Meetings:

- Santa Fe Springs schedules meetings at accessible locations and times, considering cultural factors like religious holidays.
- Santa Fe Springs holds separate sessions with LEP residents, if necessary, to facilitate open discussion.
- Santa Fe Springs provides simultaneous translation or interpretation during meetings. The City uses a service provider upon request, for special situations, or a staff person if they speak that language and is available, etc.
- All meetings are ADA-compliant.

City Council Meetings:

- Public meetings held by the City Council will be noticed according to the standard procedures for those bodies, as well as on the City's website. All outreach efforts and comments received will be documented by the City and available for public review upon request.

Public Hearing/Community Meeting Notice:

- Santa Fe Springs publishes public hearing notices in multiple languages on the city website and in local ethnic newspapers, including details about translation and interpretation services available. The City uses a service provider upon request, for special situations, or a staff person if they speak that language and is available, etc.

Focus Groups and Surveys:

- Santa Fe Springs designs surveys and focus group questions in multiple languages.
- Santa Fe Springs recruit bilingual facilitators to conduct sessions with LEP communities.

Direct Outreach:

- Santa Fe Springs partners with community organizations to conduct door-to-door outreach and distribute information in relevant languages.
- Santa Fe Springs utilizes community leaders and trusted figures to disseminate information.

Community Forums:

- Santa Fe Springs organizes community forums in different neighborhoods, providing bilingual moderators and translated materials, with specific sessions focused on LEP residents' concerns.

Social Media Outreach:

- Santa Fe Springs creates social media pages in relevant languages and engage with LEP communities through targeted posts and advertisements.

VIII. LIMITED ENGLISH PROFICIENCY (LEP) ASSESSMENT / LANGUAGE ASSESS PLAN (LAP)

BACKGROUND

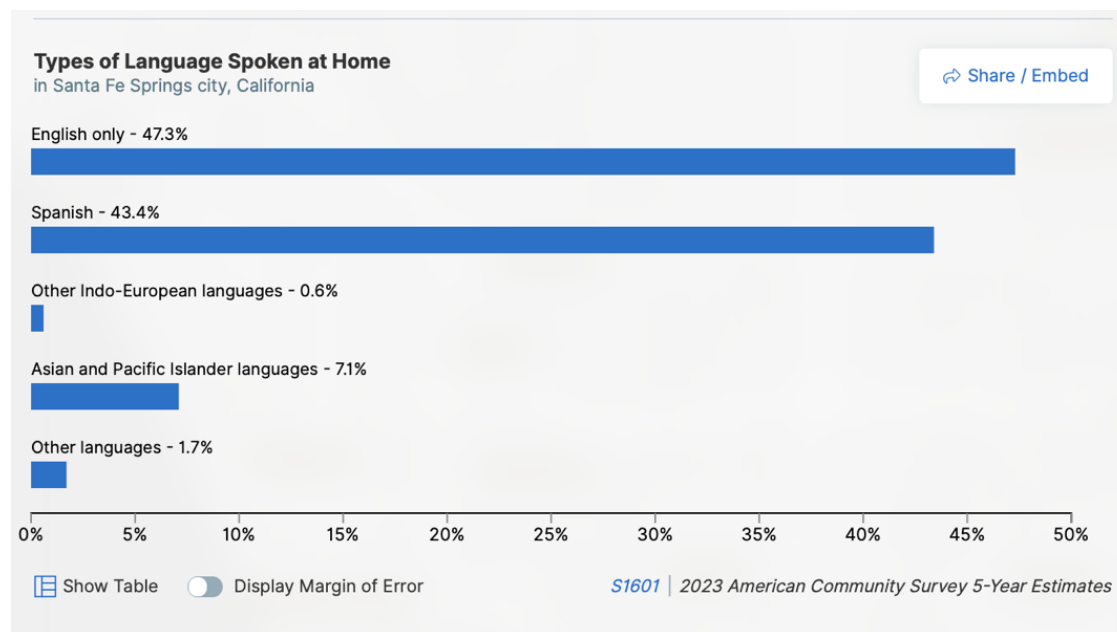
Although Executive Order 13166, "Improving Access to Services for Persons with Limited English Proficiency," has been rescinded, the City will continue to ensure that Federally-funded programs and activities normally provided in English are accessible to LEP Persons. Each local agency shall perform an annual assessment to determine if modifications are needed to their programs and activities to ensure meaningful access by LEP persons. The assessment which is referred to as a "Four-Factor" analysis is based on the following factors:

1. The number or proportion of LEP persons eligible to be served or likely to be encountered.
2. The frequency of LEP contacts.
3. The nature and importance of the programs, services, or activities provided by the City of Santa Fe Springs.
4. The resources available for LEP persons

LIMITED ENGLISH PROFICIENCY

A Limited English Proficiency (LEP) person is a person who does not speak English as a primary language and has a limited ability to read, write, or comprehend English. Per Executive Order 13166, agencies that receive Federal funding must examine their Federally-funded services and develop and implement processes that will allow LEP persons to meaningfully access said services. Executive Order 13166 also requires that agencies receiving Federal funding must establish guidance for providing meaningful access to LEPs, prepare a plan to overcome language barriers in Federally-funded programs and activities, and ensure that stakeholders have adequate opportunity to provide input.

As shown in Table 1 below, 43.4% of residents in Santa Fe Springs are considered LEP persons, with the majority of those LEP persons primarily speaking Spanish. The City used demographic data to identify the need for providing bilingual services in the following languages to provide access to the LEP community in compliance with Executive Order 13166.



Source: US Census: [2023 American Community Survey 5-Year Estimates](https://data.census.gov/tables/2023/acs/5-year/summarytables/0000001)

<https://data.census.gov/vizwidget?g=160XX00US0669154&infoSection=Language+Spoken+at+Home>

TITLE VI INFORMATION DISSEMINATION

In order to ensure that Title VI and related Civil Rights information is readily available to the public, the City will develop public notices consisting of posters, flyers, complaint forms and "I Speak" cards that are available in English, Spanish, and Punjabi. The languages selected for the informational materials were based upon language data provided from the US Census; see Table 1 above. Said flyers and posters will be placed

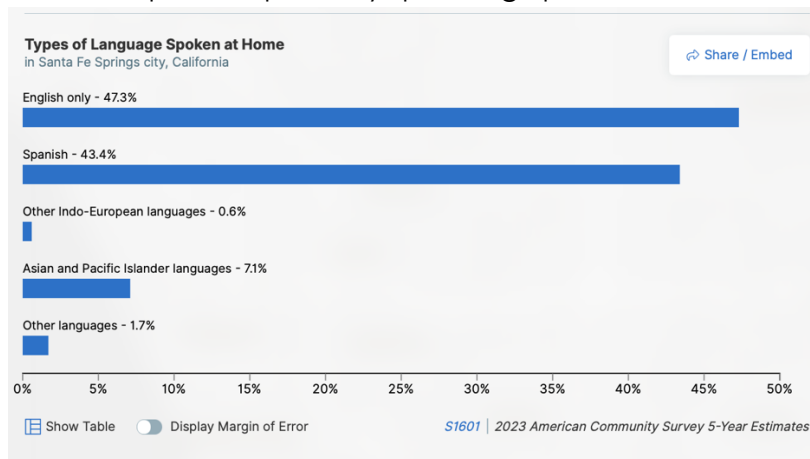
in the City Hall lobby, in a highly visible and accessible location. The public notices will also be available for viewing on the [City website](#).

LEP ADDRESSING:

The first section in this document describes the purpose of the Limited English Proficiency Plan (LEP). The second section in this document provides the four-factor Limited English Proficiency (LEP) analysis as outlined in the Department of Transportation (DOT) used to identify LEP needs and assistance measures. The four-factor LEP analysis includes:

1. **FOUR-FACTOR ANALYSIS:** Assess LEP needs based on:

- **Number/proportion of LEP persons served:** As shown in Table 1 below, 43.4% of residents in Santa Fe Springs are considered LEP persons, with the majority of those LEP persons primarily speaking Spanish.



- **Frequency of contact:** Santa Fe Springs has a wide variety of people from various backgrounds who participate in our programs and services, representing diverse age groups, ethnicities, abilities, and languages spoken. While we do not collect average statistics across all City programs, we are prepared to serve people who speak multiple languages via a multi-pronged approach consisting of City staff, contracted interpreters and translated written materials. Public Works staff receives requests for translation through federally funded programs/projects, though the outreach components of said programs/projects do typically have multi-lingual resources. Further, if translation services are needed, staff will provide said translation promptly.
- **Importance of the program/service:** From observation provided by Public Works staff, translation services are requested for programs, services, or activities which are federally funded. As stated above, the front counter Staff with the City's Finance Department are the ones who most frequently encounter LEP persons requesting and/or needing translation services. Though Public Works Staff has received very few requests for translation services on Federally-funded projects, programs and services, Staff is keenly aware that almost 43.4% of the City's residents are LEPs and therefore it is highly likely that LEPs will be stakeholders in any of the said projects, programs and services. As such, when Staff has

encountered the need for translation services, Staff has provided the services readily.

- **Resources available:** Outreach expenses as they relate to LEP populations are shared among several departments. Most of the City's public counters have bilingual speakers and there is an internal bilingual staff directory available. City employees have been tested and are currently certified for bilingual pay. Additionally, if necessary, the City can use Language Services for extra support.

Santa Fe Springs recognizes that 58.1% of the City's population is Hispanic or Latino and speaks a language other than English at home. The City offers a wide variety of customer service assistance through the various City Departments. The provision of resources, direct services, and programs through our public facilities, including but not limited to, our civic center, community centers, development (building permits, etc.) services, health department, libraries, senior centers, and youth programs, play a significant role in allowing access to social and recreational enrichment opportunities, which improve the quality of life.

LANGUAGE ACCESS SERVICES: Translation, interpretation, and staff training.

1. **Interpretation Services:** City employees have been tested and are currently certified for bilingual pay. Additionally, if necessary, the City can use Language Services for extra support. During conversations, allowing for direct communication between an LEP person and someone speaking English.
 - **Translation of Key Documents:** Santa Fe Springs converts written information from English into another language, such as Spanish to ensure important documents like forms, notices, and instructions are accessible to LEP individuals.
 - **Training:** Training for front-line staff members, who are often the first points of contact with LEP individuals, is provided by City Personnel. Staff training includes:
 - Identifying and tracking language preference information of LEP persons;
 - Delivering services effectively to LEP persons;
 - Assuring staff sensitivity to the literacy level of LEP persons;
 - Describing LEP services offered to the public;
 - Procuring interpreter services;
 - Identifying and documenting the language needs of LEP persons;
 - Processing a Title VI/LEP complaint;
 - Familiarity with Disability Awareness, Ethics, Civil Rights and Conflict Management issues.
2. **Outreach Strategies:** Targeted engagement for LEP communities.
 - **Community Meetings:** Santa Fe Springs schedules meetings at accessible locations and times, considering cultural factors like religious holidays. Santa Fe Springs holds separate sessions with LEP residents, if necessary, to facilitate open discussion. Santa Fe Springs provides simultaneous translation or interpretation during meetings.
 - **City Council Meetings:** Public meetings held by the City Council will be noticed according to the standard procedures for those bodies, as well as on the City's

website. All outreach efforts and comments received will be documented by the City and available for public review upon request.

- **Public Hearing/Community Meeting Notice:** Santa Fe Springs publishes public hearing notices in multiple languages on the city website and in local ethnic newspapers, including details about translation and interpretation services available.
- **Focus Groups and Surveys:** Santa Fe Springs designs surveys and focus group questions in multiple languages. Santa Fe Springs recruits bilingual facilitators to conduct sessions with LEP communities.
- **Direct Outreach:** Santa Fe Springs partners with community organizations to conduct door-to-door outreach and distribute information in relevant languages. Santa Fe Springs utilizes community leaders and trusted figures to disseminate information.
- **Community Forums:** Santa Fe Springs organizes community forums in different neighborhoods, providing bilingual moderators and translated materials, with specific sessions focused on LEP residents' concerns.
- **Social Media Outreach:** Santa Fe Springs creates social media pages in relevant languages and engages with LEP communities through targeted posts and advertisements.

VIII. TITLE VI DATA COLLECTION

Demographic and related data collected and used by City staff comes from governmental sources responsible for collecting and vetting the information for consistency and accuracy. These sources include, but are not limited to, the U.S. Bureau of Labor Statics, U.S. Census Bureau, U.S. Bureau of Economic Analysis, California Department of Finance, California Department of Labor, and the California Employment Development Department.

Additionally, staff may also collect project-specific demographic data utilizing data collection as appropriate through the public outreach process on Federally-funded projects. Such outreach that may give Staff the opportunity to collect demographic data may include door hangers, posters, emails, social media releases, press releases to local newspaper, public meetings, virtual meetings, and public comments through websites generated for projects.

Program Area	Type of Data Collected & Process for Collecting	Intended Outcome of Data Analysis
Public Meeting Participations	Collecting data on who attends public hearings or meetings related to a federally funded project.	Limited English Proficiency (LEP) Assessment / Language Assess Plan (LAP)
Feedback from Stakeholders	Gathering qualitative data through focus groups or interviews with stakeholders, like caregivers in a Title VI program, to understand their experiences and needs.	Limited English Proficiency (LEP) Assessment / Language Assess Plan (LAP)
Disseminating Title VI Information:	Providing Title VI brochures, information during pre-construction meetings, and posting information on internal websites to ensure awareness and compliance.	Limited English Proficiency (LEP) Assessment / Language Assess Plan (LAP)

X. PRIMARY PROGRAM AREA DESCRIPTIONS & INTERNAL TITLE VI REVIEW PROCEDURES

The City Public Works Department engages in the following program areas and will implement the PPP and the LEP plan in the following Program Areas:

Program Area	General Description	Title VI/Non-Discrimination Concerns and Responsibilities	Review Procedure for Ensuring Non-Discrimination
Right of Way	The phase of transportation engineering and surveying which involves the determination of existing right of way lines and property boundaries, the preparation of maps and descriptions for the appraisal, acquisition, and disposal of real property rights.	Yes	Yes
Planning	The plans and specifications for the works to be constructed	Yes	Yes

	including such maps, profiles, plans sheets and as-builts.		
Environmental	The proactive and reactive measures taken to minimize negative impacts on the surrounding environment and maximize positive impacts.	Yes	Yes
Construction	The process of building and developing infrastructure, structures, and facilities.	Yes	Yes

XI. EXTERNAL TITLE VI REVIEWS / SUBRECIPIENT MONITORING

The City of Santa Fe Springs monitors subrecipients for Title VI compliance by implementing a structured oversight process that ensures federally funded programs and activities adhere to nondiscrimination requirements. The monitoring process generally includes the following key components:

1. Subrecipient Agreement and Title VI Assurances

- Require subrecipients to sign Title VI Assurances (DOT 1050.2A) as part of grant agreements.
- Include Title VI compliance obligations in all contracts, agreements, and Memoranda of Understanding (MOUs).
- Specify reporting and monitoring expectations in agreements.

2. Training and Technical Assistance

- Provide Title VI training to subrecipient staff on nondiscrimination requirements, complaint procedures, data collection, and reporting.
- Offer technical assistance to help subrecipients develop and implement their own Title VI Program.
- Ensure subrecipients understand requirements related to Limited English Proficiency (LEP) plans, public participation, and environmental justice.

3. Compliance Reviews and Monitoring

- Conduct periodic compliance reviews (e.g., annual or biennial audits) of subrecipients to assess adherence to Title VI requirements.
- Review subrecipient policies, procedures, complaint records, and public outreach efforts.
- Require subrecipients to submit self-assessments or compliance checklists.

4. Complaint Handling and Investigations

- Ensure subrecipients establish and follow a Title VI complaint procedure.
- Require subrecipients to log and report complaints to the city, including how they are resolved.

- Investigate complaints if subrecipients fail to take corrective actions.

5. Data Collection and Reporting

- Require subrecipients to collect and analyze demographic data to evaluate program impacts on minority and low-income populations.
- Ensure subrecipients document public outreach efforts, including engagement with underserved communities.
- Review subrecipient reports on language access services provided to LEP individuals.

6. Public Participation and LEP Compliance

- Ensure subrecipients provide meaningful public involvement opportunities for minority, low-income, and LEP populations.
- Verify that public notices, surveys, and key documents are available in relevant languages.
- Require subrecipients to maintain LEP plans that align with the city's Title VI policies.

7. Corrective Actions and Enforcement

- If a subrecipient is found noncompliant, the city should issue a written notice detailing deficiencies and required corrective actions.
- Provide technical assistance to help subrecipients achieve compliance.
- If necessary, take enforcement actions, such as withholding funding, imposing conditions, or terminating contracts for persistent noncompliance.

8. Annual Reporting and Recordkeeping

- Require subrecipients to submit annual Title VI reports summarizing compliance efforts, training participation, complaints, and outreach activities.
- Maintain detailed records of subrecipient agreements, training attendance, complaints, compliance reviews, and corrective actions.

XII. TITLE GOALS REPORT VI ANNUAL WORK PLAN

The City of Santa Fe Springs Public Works Department will annually establish and monitor program goals and accomplishments. The Title VI Coordinator will ensure that employee training is conducted, language translation services continue to be available, public participation is optimal, and appropriate Title VI signage is posted. This also includes updating community statistics and corresponding with state and federal agencies as necessary.

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DOT 1050.2A TITLE VI ASSURANCE

The United States Department of Transportation (USDOT) Standard Title VI/Non-Discrimination

Assurances

DOT Order No. 1050.2A

The City of Santa Fe Springs (herein referred to as the "Recipient"), **HEREBY AGREES THAT**, as a condition to receiving any Federal financial assistance from the U.S. Department of Transportation (DOT), through Federal Highway Administration, is subject to and will comply with the following:

Statutory/Regulatory Authorities

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin);
- 49 C.F.R. Part 21 (entitled Non-discrimination In Federally-Assisted Programs Of The Department Of Transportation-Effectuation Of Title VI Of The Civil Rights Act Of 1964);
- 28 C.F.R. section 50.3 (U.S. Department of Justice Guidelines for Enforcement of Title VI of the Civil Rights Act of 1964);

The preceding statutory and regulatory cites hereinafter are referred to as the "Acts" and "Regulations," respectively.

General Assurances

In accordance with the Acts, the Regulations, and other pertinent directives, circulars, policy, memoranda, and/or guidance, the Recipient hereby gives assurance that it will promptly take any measures necessary to ensure 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 otherwise subjected to discrimination under any program or activity, for which the Recipient receives Federal financial assistance from DOT, including the Federal Highway Administration.

The Civil Rights Restoration Act of 1987 clarified the original intent of Congress, with respect to Title VI and other Non-discrimination requirements (The Age Discrimination Act of 1975, and Section 504 of the Rehabilitation Act of 1973), by restoring the broad, institutional-wide scope and coverage of these non-discrimination statutes and requirements to include all programs and activities of the Recipient, so long as any portion of the program is Federally assisted.

Specific Assurances

More specifically, and without limiting the above general Assurance, the Recipient agrees with and gives the following Assurances with respect to its Federally assisted program:

1. The Recipient agrees that each "activity," "facility," or "program," as defined in §§ 21.23(b) and 21.23(e) of 49 C.F.R. § 21 will be (with regard to an "activity") facilitated, or will be (with regard

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DOT 1050.2A TITLE VI ASSURANCE

to a "facility") operated, or will be (with regard to a "program") conducted in compliance with all requirements imposed by, or pursuant to the Acts and the Regulations.

2. The Recipient will insert the following notification in all solicitations for bids, Requests For Proposals for work, or material subject to the Acts and the Regulations made in connection with all Federal-Aid Highway Programs and, in adapted form, in all proposals for negotiated agreements regardless of funding source:

"The City of Santa Fe Springs, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award."

3. The Recipient will insert the clauses of Appendix A and E of this Assurance in every contract or agreement subject to the Acts and the Regulations.
4. The Recipient will insert the clauses of Appendix B of this Assurance, as a covenant running with the land, in any deed from the United States effecting or recording a transfer of real property, structures, use, or improvements thereon or interest therein to a Recipient.
5. That where the Recipient receives Federal financial assistance to construct a facility, or part of a facility, the Assurance will extend to the entire facility and facilities operated in connection therewith.
6. That where the Recipient receives Federal financial assistance in the form, or for the acquisition of real property or an interest in real property, the Assurance will extend to rights to space on, over, or under such property.
7. That the Recipient will include the clauses set forth in Appendix C and Appendix D of this Assurance, as a covenant running with the land, in any future deeds, leases, licenses, permits, or similar instruments entered into by the Recipient with other parties:
 - a. for the subsequent transfer of real property acquired or improved under the applicable activity, project, or program; and
 - b. for the construction or use of, or access to, space on, over, or under real property acquired or improved under the applicable activity, project, or program.
8. That this Assurance obligates the Recipient for the period during which Federal financial assistance is extended to the program, except where the Federal financial assistance is to provide, or is in the form of, personal property, or real property, or interest therein, or structures or improvements thereon, in which case the Assurance obligates the Recipient, or any transferee for the longer of the following periods:

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DOT 1050.2A TITLE VI ASSURANCE

- a. the period during which the property is used for a purpose for which the Federal financial assistance is extended, or for another purpose involving the provision of similar services or benefits; or
 - b. the period during which the Recipient retains ownership or possession of the property.
9. The Recipient will provide for such methods of administration for the program as are found by the Secretary of Transportation or the official to whom he/she delegates specific authority to give reasonable guarantee that it, other recipients, sub-recipients, sub-grantees, contractors, subcontractors, consultants, transferees, successors in interest, and other participants of Federal financial assistance under such program will comply with all requirements imposed or pursuant to the Acts, the Regulations, and this Assurance.
10. The Recipient agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the Acts, the Regulations, and this Assurance.

By signing this ASSURANCE, City of Santa Fe Springs also agrees to comply (and require any sub-recipients, sub-grantees, contractors, successors, transferees, and/or assignees to comply) with all applicable provisions governing the Federal Highway Administration access to records, accounts, documents, information, facilities, and staff. You also recognize that you must comply with any program or compliance reviews, and/or complaint investigations conducted by the Federal Highway Administration. You must keep records, reports, and submit the material for review upon request to Federal Highway Administration, or its designee in a timely, complete, and accurate way. Additionally, you must comply with all other reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance.

City of Santa Fe Springs gives this ASSURANCE in consideration of and for obtaining any Federal grants, loans, contracts, agreements, property, and/or discounts, or other Federal-aid and Federal financial assistance extended after the date hereof to the recipients by the U.S. Department of Transportation under the Federal Highway Administration. This ASSURANCE is binding on Santa Fe Springs, other recipients, sub-recipients, sub-grantees, contractors, subcontractors and their subcontractors', transferees, successors in interest, and any other participants in the Federal-Aid Highway Program. The person(s) signing below is authorized to sign this ASSURANCE on behalf of the Recipient.

Rene Bobadilla

(Name of Recipient)

by [Signature]

(Signature of Authorized Official)

DATED 6/24/25

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During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees as follows:

1. **Compliance with Regulations:** The contractor (hereinafter includes consultants) will comply with the Acts and the Regulations relative to Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation, Federal Highway Administration, as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.
2. **Non-discrimination:** The contractor, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor will not participate directly or indirectly in the discrimination prohibited by the Acts and the Regulations, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR Part 21.
3. **Solicitations for Subcontracts, Including Procurements of Materials and Equipment:** In all solicitations, either by competitive bidding, or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the contractor of the contractor's obligations under this contract and the Acts and the Regulations relative to Non-discrimination on the grounds of race, color, or national origin.
4. **Information and Reports:** The contractor will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Recipient or the Federal Highway Administration to be pertinent to ascertain compliance with such Acts, Regulations, and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish the information, the contractor will so certify to the Recipient or the California Department of Transportation, as appropriate, and will set forth what efforts it has made to obtain the information.
5. **Sanctions for Noncompliance:** In the event of a contractor's noncompliance with the Non-discrimination provisions of this contract, the Recipient will impose such contract sanctions as it or the Federal Highway Administration may determine to be appropriate, including, but not limited to:
 - a. withholding payments to the contractor under the contract until the contractor complies; and/or
 - b. cancelling, terminating, or suspending a contract, in whole or in part.
6. **Incorporation of Provisions:** The contractor will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment,

A

APPENDIX A

DOT 1050.2A TITLE VI ASSURANCE

unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The contractor will take action with respect to any subcontract or procurement as the Recipient or the Federal Highway Administration may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the contractor becomes involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, the contractor may request the Recipient to enter into any litigation to protect the interests of the Recipient. In addition, the contractor may request the United States to enter into the litigation to protect the interests of the United States.

A

APPENDIX A

DOT 1050.2A TITLE VI ASSURANCE

APPENDIX B

CLAUSES FOR DEEDS TRANSFERRING UNITED STATES PROPERTY

The following clauses will be included in deeds effecting or recording the transfer of real property, structures, or improvements thereon, or granting interest therein from the United States pursuant to the provisions of Assurance 4:

NOW, THEREFORE, the U.S. Department of Transportation as authorized by law and upon the condition that the City of Santa Fe Springs will accept title to the lands and maintain the project constructed thereon in accordance with Title 23, United States Code, the Regulations for the Federal Highway Administration, and the policies and procedures prescribed by the Federal Highway Administration of the U.S. Department of Transportation in accordance and in compliance with all requirements imposed by Title 49, Code of Federal Regulations, U.S. Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Non-discrimination in Federally-assisted programs of the U.S Department of Transportation pertaining to and effectuating the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252; 42 U.S.C. § 2000d to 2000d-4), does hereby remise, release, quitclaim and convey unto the City of Santa Fe Springs all the right, title and interest of the U.S. Department of Transportation in and to said lands described in Exhibit A attached hereto and made a part hereof.

(HABENDUM CLAUSE)

TO HAVE AND TO HOLD said lands and interests therein unto City of Santa Fe Springs and its successors forever, subject, however, to the covenants, conditions, restrictions and reservations herein contained as follows, which will remain in effect for the period during which the real property or structures are used for a purpose for which Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits and will be binding on the City of Santa Fe Springs, its successors and assigns.

The City of Santa Fe Springs, in consideration of the conveyance of said lands and interests in lands, does hereby covenant and agree as a covenant running with the land for itself, its successors and assigns, that (1) no person will on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination with regard to any facility located wholly or in part on, over, or under such lands hereby conveyed [,] [and]* (2) that the City of Santa Fe Springs will use the lands and interests in lands and interests in lands so conveyed, in compliance with all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, U.S. Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation, Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations and Acts may be amended [, and (3) that in the event of breach of any of the above-mentioned non-discrimination conditions, the Department will have a right to enter or re-enter said lands and facilities on said land, and that above described land and facilities will thereon revert to and vest in and become the absolute property of the U.S. Department of Transportation and its assigns as such interest existed prior to this instruction].*

(*Reverter clause and related language to be used only when it is determined that such a clause is necessary in order to make clear the purpose of Title VI.)

B

APPENDIX A

DOT 1050.2A TITLE VI ASSURANCE

APPENDIX C

CLAUSES FOR TRANSFER OF REAL PROPERTY ACQUIRED OR IMPROVED UNDER THE ACTIVITY, FACILITY, OR PROGRAM

The following clauses will be included in deeds, licenses, leases, permits, or similar instruments entered into by the City of Santa Fe Springs pursuant to the provisions of Assurance 7(a):

- A. The (grantee, lessee, permittee, etc. as appropriate) for himself/herself, his/her heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree [in the case of deeds and leases add "as a covenant running with the land"] that:
 - 1. In the event facilities are constructed, maintained, or otherwise operated on the property described in this (deed, license, lease, permit, etc.) for a purpose for which a U.S. Department of Transportation activity, facility, or program is extended or for another purpose involving the provision of similar services or benefits, the (grantee, licensee, lessee, permittee, etc.) will maintain and operate such facilities and services in compliance with all requirements imposed by the Acts and Regulations (as may be amended) such that no person on the grounds of race, color, or national origin, will be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities.
- B. With respect to licenses, leases, permits, etc., in the event of breach of any of the above Non-discrimination covenants, City of Santa Fe Springs will have the right to terminate the (lease, license, permit, etc.) and to enter, re-enter, and repossess said lands and facilities thereon, and hold the same as if the (lease, license, permit, etc.) had never been made or issued.*
- C. With respect to a deed, in the event of breach of any of the above Non-discrimination covenants, the City of Santa Fe Springs will have the right to enter or re-enter the lands and facilities thereon, and the above described lands and facilities will there upon revert to and vest in and become the absolute property of the City of Santa Fe Springs and its assigns.*

(*Reverter clause and related language to be used only when it is determined that such a clause is necessary to make clear the purpose of Title VI.)

C

APPENDIX A. DOT 1050.2A TITLE VI ASSURANCE

APPENDIX D

CLAUSES FOR CONSTRUCTION/USE/ACCESS TO REAL PROPERTY ACQUIRED UNDER THE ACTIVITY, FACILITY OR PROGRAM

The following clauses will be included in deeds, licenses, permits, or similar instruments/agreements entered into by City of Santa Fe Springs pursuant to the provisions of Assurance 7(b):

- A. The (grantee, licensee, permittee, etc., as appropriate) for himself/herself, his/her heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree (in the case of deeds and leases add, "as a covenant running with the land") that (1) no person on the ground of race, color, or national origin, will be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities, (2) that in the construction of any improvements on, over, or under such land, and the furnishing of services thereon, no person on the ground of race, color, or national origin, will be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination, (3) that the (grantee, licensee, lessee, permittee, etc.) will use the premises in compliance with all other requirements imposed by or pursuant to the Acts and Regulations, as amended, set forth in this Assurance.
- B. With respect to (licenses, leases, permits, etc.), in the event of breach of any of the above Non-discrimination covenants, City of Santa Fe Springs will have the right to terminate the (license, permit, etc., as appropriate) and to enter or re-enter and repossess said land and the facilities thereon, and hold the same as if said (license, permit, etc., as appropriate) had never been made or issued.*
- C. With respect to deeds, in the event of breach of any of the above Non-discrimination covenants, City of Santa Fe Springs will there upon revert to and vest in and become the absolute property of City of Santa Fe Springs and its assigns.*

(*Reverter clause and related language to be used only when it is determined that such a clause is necessary to make clear the purpose of Title VI.)

D

APPENDIX A. DOT 1050.2A TITLE VI ASSURANCE

APPENDIX E

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

Pertinent Non-Discrimination Authorities:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21.
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), (prohibits discrimination on the basis of sex);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131-12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38;
- The Federal Aviation Administration's Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures Non-discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of Limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq.).

E

APPENDIX B

TITLE VI NOTICE OF RIGHTS TO THE PUBLIC

TITLE VI NOTICE TO THE PUBLIC	
YOUR RIGHTS AGAINST DISCRIMINATION UNDER TITLE VI OF THE CIVIL RIGHTS ACT OF 1964 AND RELATED NON-DISCRIMINATORY AUTHORITIES	

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, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.

The following additional authorities provide protection against discrimination on the basis of sex, age, disability, religion, sexual orientation, gender identity, or any other category protected by State or Federal law:

- Section 162(a) of the Federal-Aid Highway Act of 1973 (Section 324, Title 23 U.S.C.)
- Section 504 of the Rehabilitation Act of 1973
- The Age Discrimination Act of 1975 (Section 6101-6107, Title 42 U.S.C.)
- The Civil Rights Restoration Act of 1987 (Public Law 200-209)

Any person who believes that they have been discriminated against may file a written complaint with the City of Santa Fe Springs Public Works Department within 180 days of the alleged discrimination. Additional information and Title VI Complaint Forms can be obtained on the City of Santa Fe Springs [City website](#). Title VI Complaint Forms can also be obtained from the Public Works Department at City Hall.

To file a Title VI discrimination complaint, please use the following contact information:

Title VI Implementation Plan City of Santa Fe Springs
Department of Public Works and Human Resources
Re: Debbie Ford
11710 Telegraph Road,
Santa Fe Springs, CA 90670
debbieford@santafesprings.gov

APPENDIX C

TITLE VI NOTICE OF RIGHTS TO THE PUBLIC

TITLE VI COMPLAINT FORM	
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Title VI of the 1964 Civil Rights 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." If you wish to submit a Title VI complaint to the City of Santa Fe Springs Public Works Department, please complete the information below and submit this form to:

Title VI Implementation Plan City of Santa Fe Springs
 Department of Public Works and Human Resources
 Re: Debbie Ford
 11710 Telegraph Road,
 Santa Fe Springs, CA 90670
 debbieford@santafesprings.gov

Name:	City:	Cell/Home:
Address:	State:	
	Zip Code:	

Name, title, and description of person(s) who allegedly discriminated against you:

Check the box(es) for the type(s) of discrimination that was experienced:

☐	Race
☐	Sexual Orientation
☐	Religion
☐	Color
☐	Age
☐	National Origin
☐	Disability
☐	Gender Identity
☐	Other (Please Describe):

2) Date(s) that alleged event(s) took place:

3) Location(s) where the alleged event(s) took place:

4) Is the alleged discrimination still ongoing?:

5) In your own words, please describe the alleged discrimination, explain what happened, and who you believe is responsible:

6) Please list any person(s) we may contact for additional information to provide further information for your complaint:

7) Have you filed this complaint with any other federal agency, state agency, federal court, or state court? If yes, please check all that apply:

☐	Federal Agency
☐	State Agency
☐	Federal Court
☐	State Court

8) Please provide the name, phone number, and email of the contact persons at the agency/court where the complaint was filed, below:

Please sign and date this form on the lines provided below. If any additional space is needed to provide information about this complaint, please attach the additional information to this form.

Signature: _____

Date: _____