



# TOWN OF CHAPEL HILL

Town Hall  
405 Martin Luther King Jr.  
Boulevard  
Chapel Hill, NC 27514

## Legislation Details (With Text)

**File #:** [19-0544]      **Version:** 1      **Name:**  
**Type:** Consent      **Status:** Passed  
**File created:** 5/16/2019      **In control:** Town Council  
**On agenda:** 6/12/2019      **Final action:** 6/12/2019  
**Title:** Approve Chapel Hill Transit’s Title VI Program.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Chapel Hill Transit Title VI Program - 2019 with survey, 2. Council Questions with Staff Response, 3. A RESOLUTION TO APPROVE CHAPEL HILL TRANSIT’S TITLE VI PROGRAM (2019-06-12/R-3)

Date	Ver.	Action By	Action	Result
6/12/2019	1	Town Council	adopted	Pass

### Approve Chapel Hill Transit’s Title VI Program.

**Staff:**

Brian Litchfield, Director  
Tim Schwarzauer, Grants Compliance Manager

**Department:**

Transit

**Overview:** As a direct recipient of Federal Transit Administration (FTA) funds, Chapel Hill Transit is required to develop and submit a transit-specific Title VI compliance program update every three years consistent with the Civil Rights Act of 1964. This Act protects persons from discrimination based on race, color, and national origin in the provision of services to the public. Historically, the Council has been able to delegate authority for review and approval of the Title VI program to the Town Manager; however, recent updates to FTA Title VI Circular 4702.1B now require adoption of the program by the Town’s governing board and signature by the Mayor. The Chapel Hill Transit Title VI Program is consistent with Town’s overall Title VI Plan. Town Council last considered and approved this measure on September 12, 2016 as a consent item. The plan must be updated and approved every three years.

☆ **Recommendation(s):**

That the Council adopt a resolution approving Chapel Hill Transit’s 2019 Title VI Plan Update and authorize staff to submit the plan to FTA.

**Decision Points:**

- Chapel Hill Town Council reviewed and approved the 2016 Plan. This represents an update to the plan. No major changes have occurred. There have been no Title VI complaints filed against Chapel Hill Transit in the last three years.
- The Transit Partner’s Committee reviewed and endorsed Chapel Hill Transit’s Title VI Program Update at its May 28, 2019 meeting.

**Key Issues:**

- Staff has completed an update to the Title VI Program, consistent with FTA Title VI Circular 4702.1B to include the following:
  - Updated Limited English Proficiency Plan and staff training.

- Updated Customer Service Survey responses, public outreach examples, and Town demographics, as well as the demographics of all non-elected advisory boards.
- Updated complaint procedures, provided in English and Spanish
- Updated process for Environmental Analysis of construction projects.
- Updated public participation process and service standards, including identification of minority-majority routes, transit amenity allocation, fleet and community status, and method of assigning vehicles to routes.
- Updated organizational structure.

**Fiscal Impact/Resources:** Chapel Hill Transit must have an approved Title VI Program Update to secure and use federal funding.

**Council Goals:**

<input checked="" type="checkbox"/>		Create a Place for Everyone	<input type="checkbox"/>		Develop Good Places, New Spaces
<input checked="" type="checkbox"/>		Support Community Prosperity	<input type="checkbox"/>		Nurture Our Community
<input checked="" type="checkbox"/>		Facilitate Getting Around	<input type="checkbox"/>		Grow Town and Gown Collaboration



**Attachments:**

- Resolution
- Chapel Hill's Title VI Program

**A RESOLUTION TO APPROVE CHAPEL HILL TRANSIT'S TITLE VI PROGRAM (2019-06-12/R-3)**

WHEREAS, the Town of Chapel Hill has adopted a non-discrimination policy that states: No person shall, on the grounds of race, color, national origin, disability, sexual orientation, gender identity, or gender expression be excluded from the participation in, be denied the benefits of, or be otherwise subjected to discrimination under any programs, activities, or any services for which Chapel Hill Transit receives Federal financial assistance; and

WHEREAS, the Town is required to submit an update of the Title VI program to the Federal Transit Administration every three years; and

WHEREAS, the Council has reviewed the 2019 update to Chapel Hill Transit's Title VI program.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Town of Chapel Hill that the Council approves of Chapel Hill Transit's Title VI Update for 2019.

BE IT FURTHER RESOLVED that the Town Council authorizes Town staff to submit the Title VI Update to the Federal Transit Administration.

This the 12<sup>th</sup> day of June, 2019.

---

**The Agenda will reflect the text below and/or the motion text will be used during the meeting.**

By adopting the resolution, the Council approves of Chapel Hill Transit's 2019 Update to its Title VI Non-Discrimination Program and authorizes Town staff to submit the program to the Federal Transit Administration.