



CITY OF BOCA RATON

NONDISCRIMINATION POLICY FOR PROGRAMS OR

ACTIVITIES RECEIVING FEDERAL FINANCIAL ASSISTANCE

Effective Date: June 1, 2021

Policy Statement

The City of Boca Raton ("City") values diversity and welcomes input from all interested parties, regardless of cultural identity, background, or income level. The City believes that the best programs and services result from careful consideration of the needs of all communities and involvement of those communities in the transportation decision-making process. Therefore, the City does not tolerate discrimination in any of its programs, services, or activities. Pursuant to Title VI of the Civil Rights Act of 1964 and other federal and state authorities, the City will not exclude from participation in, deny the benefits of, or subject to discrimination anyone on the grounds of race, color, national origin, sex, age, disability, religion, or family status.

Nondiscrimination Assurances

The City is committed to nondiscrimination and equitable service to its community. The assurances contained in this policy serve as a legally enforceable agreement by which the City may be held liable for breach.

The City's Nondiscrimination Assurance may be viewed on the City's website or in the City's Municipal Services Department's administrative office.

ADA/504 Posted Statement:

Section 504 of the Rehabilitation Act of 1973 (Section 504), the Americans with Disabilities Act of 1990 (ADA) and related federal and state laws and regulations forbid discrimination against those who have disabilities. Furthermore, these laws require federal-aid recipients and other government entities to take affirmative steps to reasonably accommodate those with disabilities and ensure that their needs are equitably represented in transportation programs, services, and activities.

The City will make every effort to ensure that its facilities, programs, services, and activities are accessible to those with disabilities. The City will also make every effort to ensure that its advisory committees, public involvement activities and all other programs, services and activities include representation by communities with disabilities and disability service groups.

The City encourages the public to report any facility, program, service, or activity that appears inaccessible to those who are disabled. Furthermore, the City will provide reasonable accommodation to individuals with disabilities who wish to participate in public involvement events or who require special assistance to access facilities, programs, services, or activities. Because providing reasonable accommodation may require outside assistance, organization or resources, the City asks that requests be made at least three (3) calendar days prior to the need for accommodation.

Questions, concerns, comments, or requests for accommodation should be made to the City's ADA Officer:

Michael DiNorscio
Building Official ADA Coordinator
201 West Palmetto Park Road Boca Raton, FL 33432
Phone: 561-393-7961
MDinorscio@ci.Boca-Raton.fl.us

Limited English Proficiency (LEP)

Title VI of the Civil Rights Act of 1964, Executive Order 13166, and various directives from the US Department of Justice (DOJ) and US Department of Transportation (DOT) require federal aid recipients to take reasonable steps to ensure meaningful access to programs, services, and activities by those who do not speak English proficiently.

To determine the extent to which LEP services are required and in which languages, the law requires the analysis of four factors:

- The number or proportion of LEP persons eligible to be served or likely to be encountered by the City programs, services, or activities,
- The frequency with which LEP individuals come into contact with these programs, services or activities,
- The nature and importance of the program, service, or activity to people's lives,
- The resources available to the City and the likely costs of the LEP services.

Using US Census and the 2014–2018 American Community Survey 5-year estimates, the City has determined that LEP individuals speaking language other than English represent approximately 11.88% of the community. After consultation with social services agencies, local law enforcement, and the Palm Beach County School District, Spanish was reported to be the prevalent LEP language with an estimate of 3.81% eligible to be served.

The analyses of these factors suggest that extensive LEP services are not required at this time. Nevertheless, the City has employees who are fluent in other languages and are available to provide assistance should it be requested. The City maintains a list of employees who competently speak Spanish and other languages and who are willing to provide translation and/or interpretation services.

The City understands that its community profile can change, and the four-factor analysis may reveal the need for more or varied LEP services in the future. As such, the City will examine its LEP profile every 4 years to ensure that it remains reflective of the community's needs.

Public Involvement

To plan for efficient, effective, safe, equitable and reliable transportation systems, the City should have the input of the public. The City expends extensive staff and financial resources in furtherance of this goal and strongly encourages the participation of the entire community. The City hosts an informative website that advises the public how it can access information and provide input on projects and services. The City also holds public meetings, workshops and other events designed to gather public input on program/project planning and construction. Further, the City sponsors, attends and participates in other community events to promote its services to the public. Finally, the City is constantly seeking ways of measuring the effectiveness of its public involvement.

Complaint Procedures

The City has established a discrimination complaint procedure and will take prompt and reasonable action to investigate and eliminate discrimination when found. Any person who believes that he or she has been subjected to discrimination based upon race, color, national origin, sex, religion, age, disability or family status in any City program, service or activity may file a complaint with the City's Title VI/Nondiscrimination Coordinator:

Michael Woika
Deputy City Manager Title VI Coordinator
201 West Palmetto Park Road
Boca Raton, FL 33432
Phone: 561-393-7700
BocaCM@ci.Boca-Raton.fl.us

If possible, the complaint should be submitted in writing and contain the identity of the complainant; the basis for the allegations (i.e., race, color, national origin, sex, religion, age, disability, or family status); and a description of the alleged discrimination with the date of occurrence. If the complaint cannot be submitted in writing, the complainant should contact the Title VI/Nondiscrimination Coordinator for assistance. The Title VI/Nondiscrimination Coordinator will respond to the complaint within thirty (30) calendar days and will take reasonable steps to resolve the matter. The Agency Title VI Coordinator represents the City and may discuss discrimination issues with the City Manager. If the City is unable to satisfactorily resolve a complaint, the City will forward the complaint, along with a record of its disposition to the appropriate federal or state office.

With regard to Florida Department of Transportation (FDOT) funded programs, if an individual is unable or unwilling to complain to the City, the written complaint may be submitted directly to FDOT. FDOT serves as a statewide clearinghouse for Title VI purposes and will either assume jurisdiction over the complaint or forward it to the appropriate federal or state authority for continued processing:

Florida Department of Transportation
Equal Opportunity Office
ATTN: Title VI Complaint Processing
605 Suwannee St. MS
Tallahassee FL 32399

With regard to Department of Housing and Urban Development (HUD) funded programs, if an individual is concerned that the City is not taking reasonable steps to ensure meaningful access to Limited English Proficiency (LEP) persons, that individual may file a complaint with the local Office of Fair Housing and Equal Opportunity:

Miami Fair Housing and Equal Opportunity Center
U.S. Department of HUD
Region IV, Miami Field Office
Brickell Plaza Federal Building
909 SE First Avenue, Suite 500
Miami, FL 33131-3042

With regard to Department of Justice (DOJ) funded programs, if an individual believes that they have experienced discrimination, they may file a civil rights complaint with the Office for Civil Rights:

Office for Civil Rights
Office of Justice Programs
US Department of Justice
810 Seventh Street NW
Washington DC 20531

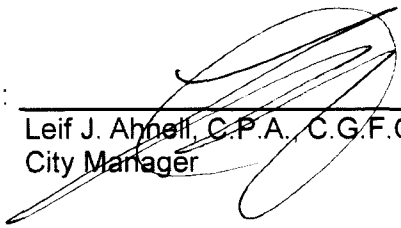
For the Office of Criminal Justice Grants/JAG grants, an individual who believes that they have experienced discrimination may also file a complaint with the Florida Department of Law Enforcement (FDLE):

Florida Department of Law Enforcement
Office of the Inspector General
PO Box 1489
Tallahassee, FL 32302

Data Collection

Federal regulations require federal-aid recipients to collect racial, ethnic, and other similar demographic data beneficiaries of or those affected by transportation programs, services, and activities. The City accomplishes this using census data, American Community Survey reports, Environmental Screening Tools (EST), driver and ridership surveys, HUD program participants, and other information. From time to time, the City may find it necessary to request voluntary identification of certain racial, ethnic, or other data from those who participate in City programs, services, or activities. This information assists the City with improving service equity and ensuring effective outreach. Self-identification of personal data to the City will always be voluntary and anonymous. Moreover, the City will not release or otherwise use this data in any manner inconsistent with FHWA, HUD, and/or DOJ regulations.

Approved by: _____


Leif J. Ahnell, C.P.A., C.G.F.O.
City Manager

Date

6/1/2021