



**City of Hallandale Beach  
Community Shuttle Program**

**Title VI Program Plan**

**FY 2022-2025**

Date Adopted: \_\_\_\_\_, 2022

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## 1. Title VI Nondiscrimination Policy Statement and Management Commitment to Title VI Plan

*49 CFR Part 21.7(a): Every application for Federal financial assistance to which this part applies shall contain, or be accompanied by, an assurance that the program will be conducted, or the facility operated in compliance with all requirements imposed or pursuant to [49 CFR Part 21].*

The City of Hallandale Beach Community Shuttle Program assures the Florida Department of Transportation (FDOT) that no person shall on the basis of race, color, national origin, age, disability, family, or religious status, as provided by Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987 and the Florida Civil Rights Act of 1992, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination or retaliation under any program or activity undertaken by the agency.

The City of Hallandale Beach Community Shuttle Program further agrees to the following responsibilities with respect to its programs and activities:

1. Designate a Title VI Liaison that has a responsible position within the organization and access to the recipient's Chief Executive Officer or authorized representative.
2. Issue a policy statement signed by the City Manager or authorized representative, which expresses the City's commitment to the nondiscrimination provisions of Title VI. The policy statement shall be circulated throughout the Recipient's organization and to the general public. Such information shall be published, where appropriate, in languages other than English.
3. Insert the clauses of Section 4.5 of this plan into every contract subject to the Acts and the Regulations.
4. Develop a complaint process and attempt to resolve complaints of discrimination against the City of Hallandale Beach Community Shuttle Program.
5. Participate in training offered on Title VI and other nondiscrimination requirements.
6. If reviewed by FDOT or any other state or federal regulatory agency, take affirmative actions to correct any deficiencies found within a reasonable time period, not to exceed ninety (90) days.
7. Have a process to collect racial and ethnic data on persons impacted by the agency's programs.
8. Submit the information required by FTA Circular 4702.1B to the primary recipients (refer to Appendix A of this plan)

This assurance is given in consideration of and for the purpose of obtaining any and all federal funds, grants, loans, contracts, properties, discounts, or other federal financial assistance under all programs and activities and is binding. The person whose signature appears below is authorized to sign this assurance on behalf of the agency.

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Signature

Dr. Jeremy Earle, City Manager

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Date

## 2. Introduction & Description of Services

The City of Hallandale Beach Community Shuttle Program submits this Title VI Plan in compliance with Title VI of the Civil Rights Act of 1964, 49 CFR Part 21, and the guidelines of FTA Circular 4702.1B, published October 1, 2012.

The City of Hallandale Beach Community Shuttle Program is a sub-recipient of FTA funds and provides service in Hallandale Beach and portions Hollywood, Miramar, Pembroke Park, West Park, and Aventura. Appendix G contains a Map of the City of Hallandale Community Shuttle Service Area.

A description of the current Transit Program system is included in 2.0.1 below.

### **Title VI Liaison**

Igor Colmenares  
Mobility and Transportation Planner  
954-457-2224  
400 South Federal Highway  
Hallandale Beach, FL 33009

### **Alternate Title VI Contact**

Vanessa Leroy  
Director  
954-457-1376  
400 South Federal Highway  
Hallandale Beach, FL 33009

Key responsibilities of the Title VI Liaison include:

- Maintain knowledge of Title VI requirements.
- Attend training on Title VI and other nondiscrimination authorities when offered by FDOT or any other regulatory agency.
- Disseminate Title VI information to the public including in languages other than English, when necessary.
- Develop a process to collect data related to race, gender, and national origin of service area population to ensure low income, minorities, and other underserved groups are included and not discriminated against.
- Implement procedures for the prompt processing of Title VI complaints.

### **2.0.1 Current Description of System**

The City of Hallandale Beach Community Shuttle Program's current and long-term focus as a transportation provider is on maintaining the best-coordinated transportation system possible for the City of Hallandale Beach. Our goal is to create a coordinated system with the objective of providing safe, reliable, timely, and efficient transportation services to county residents.

The City of Hallandale Beach operates as a local government, non-profit organization. The City is made up of 355 full-time employees, 33 part-time employees, and 22 Temporary / Seasonal employees. The City Manager is responsible for all day-to-day operations of our organization and reports directly to the City Commission. The City Commission is committed to this program and has, therefore, incorporated our service within the County's Public Transportation Program.

The City of Hallandale Beach Community Shuttle Program operates its Transit Program in partnership with Broward County Transit (BCT). Transportation services are provided in accordance with an Interlocal Agreement executed on November 19, 2019, between the City and BCT, which includes an Operations

Manual/Safety/Security Program. The City of Hallandale Beach will continue to operate at the same rate as previous year (2019) service hours.

The City of Hallandale Beach Community Shuttle Program is provided by the City of Hallandale Beach, which operates as a local government, non-profit organization.

The City of Hallandale Beach Community Shuttle Program's Title VI Plan Liaison is responsible for monitoring and management of the City transportation program.

BCT performs onsite reviews to assure the City's third-party contractor requires all safety-sensitive employees to complete the FDOT approved safety and security training course as part of their new hire orientation. The City's third-party contractor is responsible for all training. All new employees are also required to complete eighty (80) hours of on-the-road drivers training, which includes riding with a training driver, behind-the-wheel training, and training on the proper use of wheelchair lifts and securement devices. The Title VI Liaison is responsible for the annual renewal of all liability insurance for both FDOT, and all vehicles used in the program, as well as vehicle registration renewal. It is the Title VI Liaison's responsibility to administer all aspects of the transportation program.

Limousines of South Florida (LSF) presently provide maintenance of the City's five community buses. LSF employs only ASE-certified technicians with experience in working on commercial passenger vehicles like the type that the City uses. All maintenance is performed using the Preventative Maintenance Plan, which conforms to the State Vehicle Maintenance Guidelines set forth in the FDOT Preventative Maintenance Guidelines document. All vehicle files and driver files are kept on-site at the LSF operations base located at 200 N. SR 7, Lauderdale Lakes, FL 33313, and are maintained by LSF. All records are maintained and retained for a minimum of four (4) years.

The City has four (4) transportation-related employees. The City's transportation contractor, Limousines of South Florida (LSF), has a total of two hundred seventy-five (275) employees that include: two hundred twenty (220) full-time drivers, seven (7) part-time drivers, twelve (12) administrators, and fifteen (15) support staff. Only employees of Limousines of South Florida that have completed all the required safety and drivers training requirements are allowed to drive the community bus.

Transportation services provided through the City of Hallandale Beach Community Shuttle Program are available to our residents and visitors who depend on the bus as their primary mode of transportation. Our program primarily enables elders to remain independent and in their homes for a longer period of time. Without the transportation services, many of the seniors would be isolated and unable to access community services to meet their basic needs. The City of Hallandale Beach Community Shuttle Program provides a wide range of trip purposes that includes medical, nutrition, shopping, employment, social, and recreational by incorporating stops such as at grocery stores, City Hall, downtown entertainment, and dining. The routes also provide service to a branch library, a regional hospital, and related doctors' offices outside of the City's boundaries.

Our fleet includes five (5) Champion Defender Ford F550, 7.3 L, twenty-eight (28) foot cutaway buses, that provide 18 seats and a standing capacity of 9 passengers, which are equipped for wheelchair service. Our contracted provider, Limousines of South Florida, supplements with a loaner when any of the five fleet buses requires servicing until the County provides an additional cutaway bus to be used as a loaner. The City operates 50 passenger trips per weekday, 50 per Saturday, and 12 on Sunday. The City leverages our fleet resources so that our vehicles are used in a responsible manner to provide full coverage and will retire the vehicle at the appropriate age and mileage.

Ridership FY2019 amounted to 284,190 passengers and route miles serviced were 176,719 miles. Ridership FY2021 amounted to 123,272 passengers and route miles serviced were 143,030 miles.

The reduction in ridership and serviced miles due to COVID-19 route scheduling. The City started full-service operations and scheduled according to the Interlocal Agreement in December 2021.

### **2.1.First Time Applicant Requirements**

*FTA Circular 4702.1B, Chapter III, Paragraph 3: Entities applying for FTA funding for the first time shall provide information regarding their Title VI compliance history if they have previously received funding from another Federal agency.*

The City of Hallandale Beach is not a first-time applicant for FTA/FDOT funding.

The following is a summary of the City of Hallandale Beach Community Bus Program's current and pending federal and state transportation funding:

Broward County Transit provides funding through an Inter-Local Agreement between Broward County and the City of Hallandale Beach for Community Shuttle Services. The City of Hallandale Beach receives Fifty-One dollars and Ninety-Four cents (\$51.94) per Revenue Service Hour as financial assistance for the City of Hallandale Beach Community Bus Program. Per Hour Revenue payment can be adjusted only after the City and the County approve a new ILA.

During the previous three years, FDOT did not complete a Title VI compliance review of the City of Hallandale Beach Community Bus Program.

The City of Hallandale Beach Community Bus Program has not been found to be in noncompliance with any civil rights requirements.

### **2.2.Annual Certifications and Assurances**

*FTA Circular 4702.1B, Chapter III, Paragraph 2: Every application for financial assistance from FTA must be accompanied by an assurance that the applicant will carry out the program in compliance with the Title VI regulations.*

The Program was reviewed and approved by Jeremy Earle, City Manager, who serves as the executive official for the City that is responsible for the administration of all departments and City operations. A copy of the City Manager's letter affirming the review and approval of the Program is included in Appendix B of this Program.

The City of Hallandale Beach will remain in compliance with this requirement by submitting certifications and assurances annually as required by the Broward County Inter-Local Agreement between Broward County and the City of Hallandale Beach for Community Shuttle Service.

### **2.3.Title VI Program Concurrence and Adoption**

The Program was reviewed and approved by the City Manager, who serves as the executive official for the City of Hallandale Beach and is responsible for the administration of all departments and City operations. The City's letter affirming the review and approval of the Program is included in Appendix B-1.

The City of Hallandale Beach City Commission approved and adopted the Title VI Program Plan according to Resolution xx-xxx dated August 3, 2022. Attached in Appendix B-2.

### 3. Title VI Notice to the Public

*FTA Circular 4702.1B, Chapter III, Paragraph 5: Title 49 CFR 21.9(d) requires recipients to provide information to the public regarding the recipient's obligations under DOT's Title VI regulations and apprise members of the public of the protections against discrimination afforded to them by Title VI.*

#### 3.1. Notice To The Public

- The City of Hallandale Beach Community Shuttle Program operates its programs and services without regard to race, color, and national origin in accordance with Title VI of the Civil Rights Act. Any person who believes she or he has been aggrieved by any unlawful discriminatory practice under Title VI may file a complaint with the City's Community Enhancement and Sustainable Development Department.
- For more information on The City of Hallandale Beach Community Shuttle Program's Civil Rights Program, and the procedures to file a complaint, contact 954-457-2224, (TTY 954 357 8301); email: [icolmenares@cohb.org](mailto:icolmenares@cohb.org), or visit our administrative office 400 South Federal Highway, Hallandale Beach, FL 33009, or send a complaint completed form by mail to: City of Hallandale Beach, Attention: Mobility & Transportation Planner. 400 South Federal Highway. Hallandale Beach, FL 33009. For additional information visit the City's website at: <https://www.hallandalebeachfl.gov/1533/Title-VI-Act>
- For more information on Title VI procedures, to file a complaint and/or obtain a complaint form, contact Broward County Transit (BCT) at (954) 357-8481, TTY (954) 357-8301, or visit BCT's website at <http://www.broward.org/BCT/Pages/TitleVI.aspx>. You may also request information in writing to the Broward County Transportation Department, Transit Manager - Compliance, 1 North University Drive, Suite 3100A, Plantation, FL 33324.
- If information is needed in Spanish and another language, contact (954) 357-8481, TTY (954) 357-8302.

#### 3.2. Notice Posting Locations

The notice to the Public will be posted at many locations to apprise the public of The City of Hallandale Beach Community Shuttle Program's obligations under Title VI and to inform them of the protections afforded under Title VI. At a minimum, the notice will be posted at the government center, on transit vehicles, and the City website <https://www.hallandalebeachfl.gov/>, and on other media opportunities.

A sample version of this notice is included in Appendix C.



#### 4. Title VI Procedures and Compliance

*FTA Circular 4702.1B, Chapter III, Paragraph 6: All recipients shall develop procedures for investigating and tracking Title VI complaints filed against them and make their procedures for filing a complaint available to member of the public.*

##### 4.1 Complaint Procedure

In accordance with the Interlocal Agreement with Broward County Transit signed on November 19, 2019, the City of Hallandale Beach will use BCT's Complaint Process, Form, and Procedures.

##### 4.2 Complaint Form

A copy of the complaint form in English and Spanish are provided in Appendix C, and on Broward County Transit's website at: <http://www.broward.org/BCT/Pages/TitleVI.aspx>.

##### 4.3 Record Retention and Reporting Policy

The City of Hallandale Beach Community Shuttle Program will submit Title VI Programs to FDOT, BCT, and any other primary recipient that provides funding to the City of Hallandale Beach for concurrence on an annual basis or at any time a major change in the Program occurs.

Compliance records and all Title VI related documents will be retained for a minimum of four (4 years) and reported to the primary recipient annually.

##### 4.4 Sub-recipient Assistance and Monitoring

*FTA Circular 4702.1B, Chapter III, Paragraph 11: Primary recipients should assist their sub-recipients in complying with DOT's Title VI regulations, including the general reporting requirements.*

The City of Hallandale Beach Community Shuttle Program provides monitoring and assistance both by the City's Community Enhancement and Sustainable Development Department and by contracting the transit program. As a sub-recipient to FDOT through Broward County, the City of Hallandale Beach's Transit utilizes the sub-recipient assistance and monitoring provided by Broward County, as needed. In the future, if the City of Hallandale Beach's Transit has sub-recipients, it will provide assistance and monitoring as required by Federal Transit Administration (FTA) Circular 4702.1B.

##### 4.5 Contractors and Subcontractors

The City of Hallandale Beach is responsible for ensuring that contractors are in compliance with Title VI requirements.

1. Contractors may not discriminate in the selection and retention of any subcontractors.
2. Subcontractors also may not discriminate in the selection and retention of any subcontractors.
3. The City of Hallandale Beach, its contractors, and subcontractors may not discriminate in their employment practices in connection with federally assisted projects.

Contractors and subcontractors are not required to prepare or submit a Title VI Plan. However, the following nondiscrimination clauses will be inserted into every contract with contractors and subcontractors subject to Title VI regulations.

### Nondiscrimination Clauses

During the performance of a contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the “Contractor”) must agree to the following clauses:

1. **Compliance with Regulations:** The Contractor shall comply with the Regulations relative to nondiscrimination in Federally assisted programs of the U.S. Department of Transportation (hereinafter, “USDOT”) Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time, (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this Agreement.
2. **Nondiscrimination:** The Contractor, with regard to the work performed during the contract, shall not discriminate on the basis of race, color, national origin, sex, age, disability, religion, or family status in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The Contractor shall not participate, either directly or indirectly in the discrimination prohibited by section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Code Federal Regulations.
3. **Solicitations for Subcontractors, including Procurements of Materials and Equipment:** In all solicitations made by the Contractor, either by competitive bidding or negotiation for work to be performed under a subcontract, including procurements of materials or leases of equipment; each potential subcontractor or supplier shall be notified by the Contractor of the subcontractor’s obligations under this contract and the Regulations relative to nondiscrimination on the basis of race, gender, color, national origin, citizenship status, sex, age, disability, religion or family status.
4. **Information and Reports:** The Contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the *Florida Department of Transportation, the Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration* to be pertinent to ascertain compliance with such regulations, orders, and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish this information the Contractor shall so certify to the *Florida Department of Transportation, the Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration* as appropriate and shall set forth what efforts it has made to obtain the information.
5. **Sanctions for Noncompliance:** In the event of the Contractor’s noncompliance with the nondiscrimination provisions of this contract, the City of Hallandale Beach shall impose contract sanctions as appropriate, including, but not limited to:
  - a. withholding of payments to the Contractor under the contract until the Contractor complies, and/or
  - b. cancellation, termination, or suspension of the contract, in whole or in part.
6. **Incorporation of Provisions:** The Contractor shall include the provisions of paragraphs (1) through (6) in every subcontract, including procurement of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto. The Contractor shall take such action with respect to any subcontract or procurement as the City of Hallandale Beach, Florida Department of Transportation, the Federal Highway Administration, Federal

Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration may direct as a means of enforcing such provisions including sanctions for noncompliance.

## 5. Title VI Investigations, Complaints, and Lawsuits

*FTA Circular 4702.1B, Chapter III, Paragraph 7: In order to comply with the reporting requirements of 49 CFR 21.9(b), FTA requires all recipients to prepare and maintain a list of any of the following that allege discrimination on the basis of race, color, or national origin: active investigations....; lawsuits, and complaints naming the recipient.*

The City of Hallandale Beach Community Shuttle Program has had no investigations, complaints, or lawsuits involving allegations of discrimination on the basis of race, color, or national origin over the past three (3) years.

## 6. Public Participation Plan

*FTA Circular 4702.1B, Chapter III, Paragraph 4.a.4: Every Title VI Plan shall include the following information: A public participation plan that includes an outreach plan to engage minority and limited English proficient populations, as well as a summary of outreach efforts made since the last Title VI Plan submission. A recipient's targeted public participation plan of minority populations may be part of efforts that extend more broadly to include constituencies that are traditionally underserved, such as individuals with disabilities, low-income populations, and others.*

The Public Participation Plan (PPP) for the City of Hallandale Beach Community Shuttle Program was developed to ensure that all members of the public, including minorities and Limited English Proficient (LEP) populations, are encouraged to participate in the decision-making process for the City of Hallandale Beach Community Shuttle Program. Policy and service delivery decisions need to take into consideration community sentiment and public opinion based upon well-executed outreach efforts. The public outreach strategies described in the PPP are designed to provide the public with effective access to information about the City of Hallandale Beach Community Shuttle Program services and to provide a variety of efficient and convenient methods for receiving and considering public comment prior to implementing changes to services. The PPP is included as Appendix D to this Title VI Plan.

### Current Outreach Efforts

The City of Hallandale Beach Community Shuttle Program is required to submit a summary of public outreach efforts made over the last three (3) years. The following is a list and short description of the City of Hallandale Beach Community Shuttle Program's recent, current, and planned outreach activities.

- A public Community Shuttle survey in English and Spanish was performed between February and March 2022. The survey was advertised and posted at the City of Hallandale Beach Library,

Hepburn Center, and in the 5 Community Shuttle Buses to gather information about origin and destination of trips, transportation modes used for trips, and locations where passenger may travel if services were available. A total of 266 surveys were answered: 161 in English and 105 in Spanish. 28% of responses came from the NE sector, 21 % from the SE sector, 20 % from the NW sector, 15% from the SW sector, and 14% did not live in Hallandale Beach. 87 % of answers came from people that ride the Community Shuttle Buses.

- On February 16, 2022, the City Commission approved a Resolution authorizing the purchase of nine (9) electric BYD K7M low floor Transit buses and related battery charging equipment as part of a Service Development Grant Award from the Florida Department of Transportation (FDOT) through State of Georgia Contract No. 99999-001-SPD0000138-0008.
- On June 5, 2019, the City Commission approved a Resolution authorizing changes and the expansion of the City of Hallandale Beach four Community Shuttle routes authorizing an additional bus to services routes 1,2,3,and 4 to reduce headways, and to serve under-represented Hallandale Beach communities, and major ridership generators. A Community Outreach Expansion Workshop was performed on June 3, 2019, regarding the Minibus expansion. The workshop was promoted on South Florida Sun Time, as well as on the City webpage. In 2019, members of the public wrote open letters and publicly spoke at Commission meetings requesting routes be extended with an additional bus. Various public meetings were held during the development phase where members of the public were able to give feedback and support for all route changes. Letter of Support for the Community Outreach performed in 2019, and the public surveys completed six months after the second bus on route 1 service commenced, showed an 84.6% approval for the changes.
- The City of Hallandale Beach's Communications and Marketing Team has promoted the City's transit service in various ways. The city believes this community transit service is an essential service provided to the residents, and as such, the city has used every communication vehicle available to spread the word to the community.
- The City of Hallandale Beach Community Shuttle Program provides a paperless option for those residents who take advantage of the internet by placing the information on the City's website at <https://www.hallandalebeachfl.gov>
- On a continuous basis, anyone who calls the City of Hallandale Beach Community Shuttle Program and is placed on hold or visits the City's website has an opportunity to learn more about the program.

## 7. Language Assistance

*FTA Circular 4702.1B, Chapter III, Paragraph 9: Recipients shall take reasonable steps to ensure meaningful access to benefits, services, information, and other important portions of their programs and activities for individuals who are limited English proficient (LEP).*

The City of Hallandale Beach Community Shuttle Program operates a community bus service within Hallandale Beach, and portions of Hollywood, Miramar, Pembroke Park, West Park, and Aventura.

The Language Assistance Plan (**LAP**) has been prepared to address the City of Hallandale Beach

Community Shuttle Program's responsibilities as they relate to the needs of individuals with Limited English Proficiency (**LEP**). Individuals who have a limited ability to read, write, speak, or understand English are LEP.

- In the City of Hallandale Beach Community Shuttle Program's service area there are 20,578 residents or 23 % who describe themselves as not able to communicate in English "very well" (Source: US Census <https://data.census.gov>). The City of Hallandale Beach Community Shuttle Program is federally mandated (Executive Order 13166) to take responsible steps to ensure meaningful access to the benefits, services, information, and other important portions of its programs and activities for individuals who are LEP. The City of Hallandale Beach Community Shuttle Program has utilized the U.S. Department of Transportation (DOT) LEP Guidance Handbook and performed a four-factor analysis to develop its LAP. The LAP is included in this Title VI Plan as Appendix F.

## 8. Transit Planning and Advisory Bodies

*FTA Circular 4702.1B, Chapter III, Paragraph 10: Recipients that have transit-related, non-elected planning boards, advisory councils or committees, or similar committees, the membership of which is selected by the recipient, must provide a table depicting the racial breakdown of the membership of those committees, and a description of efforts made to encourage the participation of minorities on such committees.*

The City of Hallandale Beach Community Shuttle Program does not have a transit-related committee or board; therefore, this requirement does not apply.

## 9. Title VI Equity Analysis

*FTA Circular 4702.1B, Chapter III, Paragraph 4.a.8: If the recipient has constructed a facility, such as vehicle storage, maintenance facility, operation center, etc., the recipient shall include a copy of the Title VI equity analysis conducted during the planning stage regarding the location of the facility.*

The City of Hallandale Beach Community Shuttle Program is currently designing a Transit Level II Facility to house the Community Shuttle zero emission vehicle fleet for parking, battery charging, maintenance, unit change, fleet dispatching and fleet operation control. Therefore, the City of Hallandale Beach Community Shuttle Program developed a Title VI Equity Analysis report that is attached to this plan, (Appendix I). The City of Hallandale Beach Community Shuttle Program will utilize the demographic data included in Appendix F and the Service Area Map included in Appendix G for future Title VI analysis.

## 10. System-Wide Service Standards and Service Policies

*FTA Circular 4702.1B, Chapter III, Paragraph 10: All fixed route transit providers shall set service standards and policies for each specific fixed route mode of service they provide.*

The City of Hallandale Beach Community Shuttle Program is a fixed route service provider, which operates four fixed community bus routes.

FTA Circular 4702.1B requires that all fixed-route service providers prepare and submit system-wide service standards and service policies as a part of their Title VI Plan. These standards and policies must address how service is distributed across the transit system and must ensure that the manner of the distribution affords users access to these assets.

The City of Hallandale Beach Community Shuttle Program has adopted the following system-wide standards and policies to ensure service design and operations practices do not result in discrimination on the basis of race, color, or national origin. Service policies differ from service standards in that they are not necessarily based on a quantitative threshold.

### 10.1. Service Standards

FTA requires that all fixed-route transit providers develop quantitative standards for all fixed-route modes of operation for the following indicators. The City of Hallandale Beach Community Shuttle Program has prepared standards for all modes it operates, which includes Five twenty-five-foot (25') minibus that are wheelchair accessible.

Community Shuttle Bus Description: Champion Defender Ford--F550—7.3 L---28'---seated 18---standing capacity 9---maximum load factor 1.5.

SERVICE STANDARDS	
Type	Standard Description
<b>Vehicle Load</b>	18 passengers seated and 9 passengers standing. 1.5 capacity ratio for all vehicles.
<b>Vehicle Headway-Weekday &amp; Saturday</b>	Route 1: Bus # 1 M2100 and Bus # 1-A 2101- Monday – Saturday averages 45 minutes headway all day from 7:00 a.m. – 7:00 p.m.
<b>Vehicle Headway-Weekday &amp; Saturday</b>	Route 2: Bus # M2301 Monday – Saturday averages 66 minutes headway all day from 7:00 a.m. – 7:00 p.m.
<b>Vehicle Headway-Weekday &amp; Saturday</b>	Route 3: Bus # M2309 Monday – Saturday averages 65 minutes headway all day from 7:00 a.m. – 7:00 p.m.
<b>Vehicle Headway-Weekday &amp; Weekend</b>	Route 4: Bus # M2041 Monday – Sunday averages 60 minutes headway all day from 7:00 a.m. – 7:00 p.m.



<b>POLICY HEADWAYS AND PERIODS OF OPERATION</b>				
Hallandale Beach Routes				
Route	Weekday/Weekend	Day(s)	Avg. Headway	Hours of Operation:
Route 1 (Buses 1 & 1-A)	Weekday & Saturday	Mon – Sat	45 mins all-day	7:00 a.m. – 7:00 p.m.
Route 2	Weekday & Saturday	Mon – Sat	66 mins all-day	7:00 a.m. – 7:00 p.m.
Route 3	Weekday & Saturday	Mon – Sat	65 mins all-day	7:00 a.m. – 7:00 p.m.
Route 4	Weekday/Weekend	Mon – Sun	60 mins all-day	7:00 a.m. – 7:00 p.m.

#### **A. On-Time Performance**

A vehicle is considered on time if it departs a scheduled time point no more than zero (0) minutes early and no more than five (5) minutes late. The City of Hallandale Beach Community Shuttle Program's on-time performance objective is 95% or greater. The City of Hallandale Beach Community Shuttle Program continuously monitors on-time performance.

#### **B. Service Availability**

Community shuttle routes operate to complement Broward County's (County) local, breeze, express, and paratransit services. To the greatest extent possible the Community Shuttle will fill gaps in County service coverage and offer local circulation to neighborhood destinations.

### **10.2 Service Policies**

FTA requires that all fixed-route transit providers develop quantitative standards for all fixed-route modes of operation for the following indicators. The City of Hallandale Beach Community Shuttle Program has prepared standards for all modes it operates including community shuttle bus service.

<b><i>SERVICE POLICIES</i></b>	
<b>Transit Amenities</b>	The City collaborates with the County in the siting of transit amenities in accordance with criteria based on ridership, community needs, and available right-of-way. For passenger convenience, the Community Shuttle stops are placed in close proximity to shopping plazas, grocery stores, hospitals, parks, and offices.
<b>Vehicle Assignment</b>	Vehicles in service for 5 years or 150,000 miles are prioritized for replacement. Routes regularly exceeding the vehicle capacity threshold should be addressed through additional service. The County is generally responsible for the procurement and replacement of, or reimbursement for, transit vehicles based on need and available funding.

## **11. Appendices**

Appendix A: FTA Circular 4702.1B Reporting Requirements for Transit Providers

Appendix B: B-1 TITLE VI Program Approval Letter

B-2 TITLE VI City Commission Resolution

Appendix C: TITLE VI Notice to Public and Complaint Form

Appendix D: Public Participation Plan

Appendix E: Language Assistance Plan

Appendix F: Service Area Population Language Data

Appendix G: Community Shuttle City of Hallandale Service Area

Appendix H: City of Hallandale Beach Community Shuttle LEP population within the service area.

Appendix I: Title VI Equity Analysis.



**Appendix A: FTA Circular 4702.1B Reporting Requirements for Transit Providers**

Every three years, on a date determined by FTA, each recipient is required to submit the following information to the Federal Transit Administration (FTA) as part of their Title VI Program. Sub-recipients shall submit the information below to their primary recipient (the entity from whom the sub-recipient receives funds directly), on a schedule to be determined by the primary recipient.

**General Requirements** (All recipients must submit):

Title VI Notice to the Public, including a list of locations where the notice is posted.

Title VI Complaint Procedures (i.e., instructions to the public regarding how to file a Title VI discrimination complaint)

Title VI Complaint Form

List of transit-related Title VI investigations, complaints, and lawsuits

Public Participation Plan, including information about outreach methods to engage minority and limited English proficient populations (LEP), as well as a summary of outreach efforts made since the last Title VI Program submission

Language Assistance Plan for providing language assistance to persons with limited English proficiency (LEP), based on the DOT LEP Guidance

A table depicting the membership of non-elected committees and councils, the membership of which is selected by the recipient, broken down by race, and a description of the process the agency uses to encourage the participation of minorities on such committees.

Primary recipients shall include a description of how the agency monitors its sub-recipients for compliance with Title VI, and a schedule of sub-recipient Title VI Program submissions

A Title VI equity analysis if the recipient has constructed a facility, such as a vehicle storage facility, maintenance facility, operation center, etc.

A copy of board meeting minutes, resolution, or other appropriate documentation showing the board of directors or appropriate governing entity or official(s) responsible for policy decisions reviewed and approved the Title VI Program. For State DOTs, the appropriate governing entity is the State's Secretary of Transportation or equivalent. The approval must occur prior to submission to FTA.

Additional information as specified in Chapters IV, V, and VI, depending on whether the recipient is a transit provider, a State, or a planning entity (see below)

**Requirements of Transit Providers**

All Fixed-Route Transit Providers must submit:

All requirements set out in Chapter III (General Requirements)

- Service standards
- Vehicle load for each mode
- Vehicle headway for each mode
- On-time performance for each mode
- Service availability for each mode

- Service policies
- Transit Amenities for each mode
- Vehicle Assignment for each mode

**Appendix B: B-1 Title VI Program Plan City Official Approval Letter****Title VI/Nondiscrimination Policy Statement and Management Commitment to Title VI Program Plan**

*49 CFR Part 21.7(a): Every application for Federal financial assistance to which this part applies shall contain, or be accompanied by, an assurance that the program will be conducted, or the facility operated in compliance with all requirements imposed or pursuant to [49 CFR Part 21].*

The City of Hallandale Beach Community Shuttle Program assures the Florida Department of Transportation (FDOT) that no person shall on the basis of race, color, national origin, age, disability, family, or religious status, as provided by Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987 and the Florida Civil Rights Act of 1992, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination or retaliation under any program or activity undertaken by the agency.

The City of Hallandale Beach Community Shuttle Program further agrees to the following responsibilities with respect to its programs and activities:

Designate a Title VI Liaison that has a responsible position within the organization and access to the recipient's Chief Executive Officer or authorized representative.

Issue a policy statement signed by the City Manager or authorized representative, which expresses the City's commitment to the nondiscrimination provisions of Title VI. The policy statement shall be circulated throughout the Recipient's organization and to the general public. Such information shall be published, where appropriate, in languages other than English.

Insert the clauses of Section 4.5 of this plan into every contract subject to the Acts and the Regulations.

Develop a complaint process and attempt to resolve complaints of discrimination against the City of Hallandale Beach Community Shuttle Program.

Participate in training offered on Title VI and other nondiscrimination requirements.

If reviewed by FDOT or any other state or federal regulatory agency, take affirmative actions to correct any deficiencies found within a reasonable time period, not to exceed ninety (90) days.

Have a process to collect racial and ethnic data on persons impacted by the agency's programs.

Submit the information required by FTA Circular 4702.1B to the primary recipients (refer to Appendix A of this plan)

This assurance is given in consideration of and for the purpose of obtaining any and all federal funds, grants, loans, contracts, properties, discounts, or other federal financial assistance under all programs and activities and is binding. The person whose signature appears below is authorized to sign this assurance on behalf of the agency.

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Signature

Dr. Jeremy Earle, City Manager

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Date

## **Appendix B: B2 Title VI Program Plan City Commission Resolution Of Adoption**

Resolution Page 1

Resolution Page 2

Resolution Page 3

**Appendix C: Notice to the Public and Title VI Complaint Form****Notifying the Public of Rights Under Title VI****Hallandale Beach's Community Shuttle Program**

· The City of Hallandale Beach Community Shuttle Program operates its programs and services without regard to race, color, and national origin in accordance with Title VI of the Civil Rights Act. Any person who believes she or he has been aggrieved by any unlawful discriminatory practice under Title VI may file a complaint with the City of Hallandale Beach.

· For more information on The City of Hallandale Beach Community Shuttle Program's Civil Rights Program, and the procedures to file a complaint, contact 954-457-3039, (TTY 954 357 8302); email: [icolmenares@cohb.org](mailto:icolmenares@cohb.org), or visit our administrative office 400 South Federal Highway, Hallandale Beach, FL 33009, or send a complain completed form by mail to: City of Hallandale Beach, Attention: Mobility & Transportation Planner. 400 South Federal Highway. Hallandale Beach, FL 33009. For additional information visit the City's website at:

<https://www.hallandalebeachfl.gov/1533/Title-VI-Act>

**Notificación al Público de los Derechos en Virtud del Título VI****Programa de Transporte Comunitario de Hallandale Beach**

· El Programa de Transporte Comunitario de la Ciudad de Hallandale Beach opera sus programas y servicios sin distinción de raza, color y origen nacional de acuerdo con el Título VI de la Ley de Derechos Civiles. Cualquier persona que crea que ha sido agraviada por cualquier práctica discriminatoria ilegal bajo el Título VI puede presentar una queja ante la Ciudad de Hallandale Beach.

· Para obtener más información sobre el Programa de Derechos Civiles del Programa de Transporte Comunitario de la Ciudad de Hallandale Beach y los procedimientos para presentar una queja, comuníquese al 954-457-3039, (TTY 954 357 8302); correo electrónico: [icolmenares@cohb.org](mailto:icolmenares@cohb.org), o visite nuestra oficina administrativa 400 South Federal Highway, Hallandale Beach, FL 33009, o envíe un formulario de queja completo por correo a: City of Hallandale Beach, Atención: Mobility & Transportation Planner. 400 South Federal Highway. Hallandale Beach, FL 33009. Para obtener información adicional, visite el sitio web de la Ciudad en:

<https://www.hallandalebeachfl.gov/1533/Title-VI-Act>



Transportation Department

TRANSIT DIVISION / Administration

1 N. University Drive, Suite 3100A • Plantation, Florida 33324 • 954-357-8300 • FAX 954-357-8305

### **LANGUAGE TRANSLATION SERVICE AVAILABLE**

*NOTE: If you require this Title VI Complaint Form to be translated into another language, please log onto [www.broward.org/bct](http://www.broward.org/bct). Click on either "Microsoft Translator" or "Google Translate" at the top right corner of the web page and select the appropriate language for your translation.*

### **SERVICO DE TRADUCCIÓN LENGUA DISPONIBLE**

*NOTA: Si usted requiere de este Formulario de Queja del Título VI de ser traducido a otro idioma, por favor haga clic en cualquiera de "Microsoft Translator" o "Google Translate" en la esquina superior derecha de esta página web y seleccionar el idioma.*

### **LANG TRADIKSYON SÈVIS KI DISPONIB**

*REMAK: Si w mande pou s a Tit VI Fòm Plent dwe tradui nan yon lòt lang, tanpri klike sou swa "Tradiktè Microsoft" oswa "Google Translate" nan kwen paj sa a web tèt dwat epi chwazi lang ki apwopriye a pou tradiksyon ou.*



**Broward County Board of County Commissioners  
Transportation Department**

**COMPLAINT OF ADA and TITLE VI DISCRIMINATION**

The Broward County Transit Division, as a recipient of federal financial assistance, is required to ensure that its transit service and related benefits are distributed in a manner consistent with Title VI of the Civil Rights Acts of 1964, as amended.

Any person who believes that he or she, individually, or as a member of any specific class of persons, has been subjected to discrimination under Title VI, on the basis of race, color, or national origin, may file a written complaint with the Broward County Transit Division.

We are asking for the following information to assist us in processing your complaint. If you need help in completing this form, please contact us at (954) 357-8481 or TTY: (954) 357-8302.

**NOTE: Alternate means of filing complaint, such as personal interviews or a tape recording of the complaint, will be made available for persons with disabilities upon request.**

- 
1. Complainant Name: \_\_\_\_\_  
 Street Address: \_\_\_\_\_  
 City, State, Zip Code: \_\_\_\_\_  
 Telephone: \_\_\_\_\_  
 Email Address: \_\_\_\_\_
  2. Person you believe discriminated against you (if known):  
 Name: \_\_\_\_\_
  3. Location of incident: \_\_\_\_\_
  4. Are you represented by an attorney for this complaint?  
 Yes \_\_\_\_\_ No \_\_\_\_\_  
 If yes, please complete the following:  
 Attorney's Name: \_\_\_\_\_  
 Street Address: \_\_\_\_\_  
 City, State, Zip Code: \_\_\_\_\_  
 Telephone: \_\_\_\_\_
  5. Which of the following best describes the reason you believe the discrimination took place? Please circle.  

Race	Color	National Origin	Sex	Income Status	Age
Disability	Retaliation	Sexual Orientation	Political Affiliation	Marital Status	
  6. Date(s) of the alleged discrimination: \_\_\_\_\_

7. In the space below, please describe the alleged discrimination. Explain what happened and who you believe was responsible. *(Include bus number, route number, name of transit employee(s) involved in the incident, date, location, and time of the incident, if applicable.)* Attach additional sheet if necessary.

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8. Have you filed a complaint of the alleged discrimination with a federal, state, or local agency; or with a state or federal court?

Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, check all that apply:

Federal \_\_\_\_\_ Federal Court \_\_\_\_\_  
State \_\_\_\_\_ State Court \_\_\_\_\_ Local Court \_\_\_\_\_

Please provide the name of the Agency where you filed your complaint.

Agency Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

\_\_\_\_\_  
Complainant Signature

\_\_\_\_\_  
Date of Signature

You may attach any additional information you think is relevant to your complaint.

Submit your signed complaint and any attachments to:

**Broward County Transit Division  
Attention: Transit Manager – Compliance  
1 North University Drive, Suite 3100A, Box 306  
Plantation, FL 33324**



### Forma Externa de Queja Capitulo VI Discriminación

Enviar forma firmada al: Coordinador del Capitulo VI. 400 S. Federal Highway, Hallandale Beach, Florida 33009

Apellido	Nombre	
Dirección		
Ciudad	Estado	Código Postal
Teléfono	Correo Electrónico	
Race:	Color:	
Nacionalidad:	Género:	
Indica por favor la(s) base(s) de su queja::		
Fecha y lugar de la(s) presunta(s) acción(es) discriminatoria(s). Favor de incluir la primera fecha de la presunta discriminación y la fecha más reciente de la presunta discriminación.		
Como se discriminó contra usted? Describa la naturaleza de la acción, decisión o las circunstancias de la presunta discriminación. Explique, de la manera más clara posible, que sucedió y porque cree usted que su status protegido fue un factor en la discriminación. Incluya como otras personas fueron tratadas de distinta manera que usted. (Adjunte hojas adicionales de ser necesario).		
La ley prohíbe intimidación o represalias contra cualquier persona ya sea por tomar acción o por participar en la forma de acción para asegurar los derechos protegidos por estas leyes. Si usted siente que se han tomado represalias en su contra, aparte de la presunta discriminación mencionada anteriormente, favor de explicar las circunstancias a continuación. Explique la acción que usted tomó y que cree sea la causa de la presunta represalia.		



Nombre de los individuos responsables de la(s) acción(es) discriminatoria(s): _____		
Nombre de personas (testigos, compañeros de trabajo, supervisores u otros) a quienes podamos contactar para obtener información adicional para respaldar o aclarar su queja: (Adjunte hojas adicionales de ser necesario). _____		
<u>Nombre</u>	<u>Dirección</u>	<u>Teléfono</u>
_____	_____	_____
_____	_____	_____
Alguna vez ha presentado, o tiene la intención de presentar, una queja con respecto a esta situación con cualquiera de las organizaciones que se mencionan a continuación? De ser así, favor de proporcionar las fechas en que se presentaron. Marque todas las que apliquen.		
<input type="checkbox"/> Departamento de Transporte de los EE.UU. _____ <input type="checkbox"/> Administración Federal de Carreteras de los EE.UU. _____ <input type="checkbox"/> Administración de Transporte Federal de los EE.UU. _____ <input type="checkbox"/> Oficina de Programas de Cumplimiento de Contratos Federales de los EE.UU. _____ <input type="checkbox"/> Comisión para la Igualdad de Oportunidades en el Empleo de los EE.UU. _____ <input type="checkbox"/> Tribunal Federal o Estatal de los EE.UU. _____ <input type="checkbox"/> Otros: _____		
Ha hablado sobre la queja con algún representante de la Ciudad de Hallandale Beach? De ser así, favor de proporcionar el nombre y puesto de la persona y la fecha en la que tuvo la conversación. _____ _____ _____		
Explique brevemente que remedio, o acción está usted buscando por la presunta discriminación. _____ _____ _____		
Favor de proporcionar cualquier información adicional y/o fotografías, si son pertinentes, que usted crea ayudarán a la investigación. _____ _____ _____		
<del>No podemos aceptar una queja sin firma. Favor de incluir su firma y la fecha a continuación:</del>		
Firma del Demandante: _____		Fecha: _____
UNICAMENTE PARA USO OFICIAL		
Fecha de Recibo de Queja: _____		No. de Caso: _____
Procesado por: _____		Fecha Remitida: _____
Remitida a: <input type="checkbox"/> USDOT <input type="checkbox"/> FHWA <input type="checkbox"/> FTA <input type="checkbox"/> OFCCP <input type="checkbox"/> EEOC <input type="checkbox"/> OTHER _____		

## **Appendix D: Public Participation Plan (PPP)**

### **Introduction**

The Public Participation Plan (PPP) for the City of Hallandale Beach Community Shuttle Program was developed to ensure that all members of the public, including minorities and Limited English Proficient (LEP) populations, are encouraged to participate in the decision-making process for the City of Hallandale Beach Community Shuttle Program. Policy and service delivery decisions need to take into consideration community sentiment and public opinion based upon well-executed outreach efforts. The public outreach strategies described in the PPP are designed to provide the public with effective access to information about the City of Hallandale Beach Community Shuttle Program's services and to provide a variety of efficient and convenient methods for receiving and considering public comment prior to implementing changes to services. The City of Hallandale Beach Community Shuttle Program also recognizes the importance of many types of stakeholders in the decision-making process, including other units of government, metropolitan area agencies, community-based organizations, major employers, passengers, and the public, including low-income, minority, LEP, and other traditionally underserved communities.

The Public Participation Plan (PPP) for the City of Hallandale Beach (Community Shuttle Program) was developed to ensure that all members of the public, including minorities and Limited English Proficient (LEP) populations, are encouraged to participate in the establishment of policy and service delivery decisions based upon well-executed outreach efforts. The public outreach strategies described in the PPP are designed to provide the public with effective access to information about the City of Hallandale Beach Community Shuttle Program services and to provide a variety of efficient and convenient methods for receiving and considering public comment prior to implementing changes to services.

### **Current Outreach Efforts**

The City of Hallandale Beach Community Shuttle Program is required to submit a summary of public outreach efforts made over the last three (3) years. The following is a list and short description of the City of Hallandale Beach Community Shuttle Program's recent, current, and planned outreach activities:

- A public Community Shuttle survey in English and Spanish was performed between February and March 2022. The survey was advertised and posted at the City of Hallandale Beach Library, Hepburn Center, and in the 5 Community Shuttle Buses to gather information about origin and destination of trips, transportation modes used for trips, and locations where passenger may travel if services were available. A total of 266 surveys were answered: 161 in English and 105 in Spanish. 28% of responses came from the NE sector, 21 % from the SE sector, 20 % from the NW sector, 15% from the SW sector, and 14% did not live in Hallandale Beach. 87 % of answers came from people that ride the Community Shuttle Buses.
- On February 16, 2022, the City Commission approved a Resolution authorizing the purchase of nine (9) electric BYD K7M low floor Transit buses and related battery charging equipment as part of a Service Development Grant Award from the Florida Department of Transportation (FDOT) through State of Georgia Contract No. 99999-001-SPD0000138-0008.
- On June 5, 2019, the City Commission approved a Resolution authorizing changes and the expansion of the City of Hallandale Beach four Community Shuttle routes authorizing an additional bus to services routes 1,2,3,and 4 to reduce headways, and to serve under-represented Hallandale Beach communities, and major ridership generators. A Community Outreach Expansion Workshop

was performed on June 3, 2019, regarding the Minibus expansion. The workshop was promoted on South Florida Sun Time, as well as on the City webpage. In 2019, members of the public wrote open letters and publicly spoke at Commission meetings requesting routes be extended with an additional bus. Various public meetings were held during the development phase where members of the public were able to give feedback and support for all route changes. Letter of Support for the Community Outreach performed in 2019, and the public surveys completed six months after the second bus on route 1 service commenced, showed an 84.6% approval for the changes.

- The City of Hallandale Beach's Communications and Marketing Team has promoted the City's transit service in various ways. The city believes this community transit service is an essential service provided to the residents, and as such, the city has used every communication vehicle available to spread the word to the community.
- The City of Hallandale Beach Community Shuttle Program provides a paperless option for those residents who take advantage of the internet by placing the information on the City's website at <https://www.hallandalebeachfl.gov>
- On a continuous basis, anyone who calls the City of Hallandale Beach Community Shuttle Program and is placed on hold or visits the City's website has an opportunity to learn more about the program.

## **Appendix E: Language Assistance Plan (LAP)**

### **I. Introduction**

The City of Hallandale Beach Community Shuttle Program operates a transit system within Hallandale Beach and parts of Hollywood, Miramar, Pembroke Park, West Park, and Aventura. Appendix G contains a map of the City of Hallandale Community Shuttle Service Area. The Language Assistance Plan (LAP) has been prepared to address the City's responsibilities as they relate to the needs of individuals with Limited English Proficiency (LEP). Individuals, who have a limited ability to read, write, understand English are LEP.

In Hallandale Beach and parts of Hollywood, Miramar, Pembroke Park, West Park, and Aventura Community Shuttle Program service area, 48.70% of the total population speak English only, and 31.80% of the total population speak Spanish as primary language. The percentage of people whose primary language is Spanish but that speak English "less than very well" is 14.7%, and the remaining population that speak English "less than very well" is 8.20%.

The City is federally mandated (Executive Order 13166) to take responsible steps to ensure meaningful access to the benefits, services, information, and other important portions of its programs and activities for individuals who are LEP. The City of Hallandale Beach Community Shuttle Program has utilized the U.S. Department of Transportation (USDOT) LEP Guidance Handbook and performed a four-factor analysis to develop its LAP.

For many LEP individuals, public transit is the principal transportation mode available. It is important for the City to be able to communicate effectively with all its riders. When the City is able to communicate effectively with all its riders, the service provided is safer, more reliable, convenient, and accessible for all within its service area. The City of Hallandale Beach Community Shuttle Program is committed to taking reasonable steps to ensure meaningful access for LEP individuals to this agency's services in accordance with Title VI.

This plan will demonstrate the efforts that the City undertakes to make its service accessible to all persons without regard to their ability to communicate in English. The plan addresses how services will be provided through general guidelines and procedures including the following:

- Identification: Identifying LEP populations in service areas
- Notification: Providing notice to LEP individuals about their right to language services
- Interpretation: Offering timely interpretation to LEP individuals upon request
- Translation: Providing timely translation of important documents
- Staffing: Identifying staff to assist LEP customers
- Training: Providing training on LEP to responsible employees.

### **II. Four Factor Analysis**

The analysis provided in this report has been developed to identify the LEP population that may use The City of Hallandale Beach Community Shuttle Program services and identifies needs for language assistance. This analysis is based on the "Four Factor Analysis" presented in the Implementing the Department of Transportation's Policy Guidance Concerning Recipients' Responsibilities to Limited English Proficient (LEP) Persons, dated April 13, 2007, which considers the following factors:

- 1) Demography: identifying the number and/or proportion of LEP persons served or

encountered, and languages are spoken in the service area.

- 2) Frequency: determining the rate of contact with programs, activities, and services.
- 3) Importance: gauging the nature and importance of programs, services, and activities to people's lives.
- 4) Resources: assessing current and available resources, including language assistance services.

#### Factor 1: The Number and Proportion of LEP Persons Serviced or Encountered in the Eligible Service Population

Of the 88,928 population that live in the service area of Hallandale Beach and parts of Hollywood, Miramar, Pembroke Park, West Park, and Aventura, 23% of the population or 20,578 people speak English "less than very well". From the 23% that speak English less than very well, 14.7% speak Spanish, 2% speak French Creole, 1.3% speak French and 1.7% speak Russian.

People of Spanish descent are the primary LEP persons likely to utilize the Hallandale Beach Community Bus Program services. The percentage of people that speak Spanish represent 31.8 % of the total population in the service area. Appendix H contains a map of the Distribution % of the LEP population with the Community Shuttle Service Area.

For Hallandale Beach and parts of Hollywood, Miramar, Pembroke Park, West Park and Aventura service area, the American Community Survey of the U.S. Census Bureau shows that among the service area's population 28 % speak English "very well."

Appendix F contains a table that lists the languages spoken at home by the ability to speak English for the population within the Community Shuttle service area.

#### Factor 2: The frequency with which LEP Individuals Come into Contact with Your Programs, Activities, and Services

The City of Hallandale Beach Community Shuttle Program has assessed the frequency with which LEP individuals come in contact with the transit system. The methods utilized for this assessment include analysis of Census data, examining phone inquiries, requests for translated documents, and staff surveys. As discussed above, Census data indicates that 28.8 % speak English less than very well. Phone inquiries and staff survey feedback indicated that the City of Hallandale Beach Community Shuttle Program's dispatchers and drivers interact infrequently with LEP persons. Over the past 3 years, the City of Hallandale Beach Community Shuttle Program has had no requests for translated documents.

#### Factor 3: The Nature and Importance of the Program, Activity, or Service Provided by the Recipient to People's Lives.

Public transportation and regional transportation planning are vital to many people's lives. According to the Department of Transportation's *Policy Guidance Concerning Recipient's Responsibilities to LEP Persons*, providing public transportation access to LEP persons is crucial. A LEP person's inability to utilize public transportation effectively may adversely affect their ability to access health care, education, or employment.

An on-board passenger survey was conducted to collect data on usage of and access to the City of Hallandale Beach Community Shuttle Program services. According to the survey, the most common age among all the participants in the survey was 55 or older. This supports that the City of Hallandale Beach Community Shuttle Program can be considered a senior transit service as most of its patrons are over the age of 55.



To further access personal mobility options, each respondent was asked how they would have made the surveyed trip had the City of Hallandale Beach Community Shuttle Program not been available, the most frequent response was “Walk/Wheelchair” at 51%. This data indicates that the City of Hallandale Beach Community Shuttle Program service is especially important as a primary means of transportation for its customers and visitors. 5.8% indicated they would not have made the surveyed trip if the service were not available.

#### Factor 4: The Resources Available to the Recipient and Costs.

The City of Hallandale Beach Community Shuttle Program assessed the available resources that are currently being used, and those that could be used, to provide assistance to LEP populations. These resources include the following: a contractor who provides vehicles and drivers, administrative staff, supported by an annual FY22 budget of \$1,076,937.46 in City funding. The City of Hallandale Beach Community Shuttle Program provides a reasonable degree of services for LEP populations in its service area.

### III. Language Assistance Plan

In developing a Language Assistance Plan, FTA guidance recommends the analysis of the following five elements:

1. Identifying LEP individuals who need language assistance.
2. Providing language assistance measures.
3. Training staff.
4. Providing notice to LEP persons.
5. Monitoring and updating the plan.

The five elements are addressed below.

#### Element 1: Identifying LEP Individuals Who Need Language Assistance

The City of Hallandale Beach Community Shuttle Program has identified the number and proportion of LEP individuals within its service area using United States Census data (see Appendix F). As presented earlier, 48.7 % of the service area population speaks English only. The largest non-English spoken language in the service area is Spanish with 31.80 % of the population. Of those whose primary spoken language is Spanish, approximately 14.7 % identify themselves as speaking less than “very well.”

Those residents whose primary language is not English or Spanish and who identify themselves as speaking English less than “very well,” as it is shown in Appendix F on Page 30. The remaining percentage of the population that speak English “less than very well” is counted as 8.20%.

The City of Hallandale Beach Community Shuttle Program may identify language assistance needed for an LEP group by:

1. Examining records to see if requests for language assistance have been received in the past, either at meetings or over the phone, to determine whether language assistance might be needed at future events or meetings.
2. Have Census Bureau Language Identification Flashcards available at the City’s meetings. This will assist the City of Hallandale Beach Community Shuttle Program in identifying language assistance needs for future events and meetings.
3. Having Census Bureau Language Identification Flashcards on all transit vehicles

to assist operators in identifying specific language assistance needs of passengers. If such individuals are encountered, vehicle operators will be instructed to obtain contact information to give to the City of Hallandale Beach Community Shuttle Program's management to follow up.

4. Vehicle operators and front-line staff (i.e., Dispatchers, Transit Operation Supervisors, etc.) will be surveyed on their experience concerning any contacts with LEP persons during the previous year.

#### Element 2: Language Assistance Measures

The City of Hallandale Beach Community Shuttle Program has undertaken the following actions to improve access to information and services for LEP individuals:

1. Provide bilingual staff at community events, public hearings, and transit committee meetings.
2. Survey transit drivers and other front-line staff annually on their experience concerning any contacts with LEP persons during the previous year.
3. Provide Language Identification Flashcards onboard transit vehicles and in the City of Hallandale Beach Community Shuttle Program's offices.
4. Include statements clarifying that being bilingual is preferred on bus driver recruitment flyers and onboard recruitment posters.
5. When an interpreter is needed in person or on the telephone, staff will attempt to access language assistance services from a professional translation service or qualified community volunteers.

The City of Hallandale Beach Community Shuttle Program will utilize the demographic map provided in Appendix G in order to better provide the above efforts to the LEP persons within the service area.

#### Element 3: Training Staff

The most important staff training is for Customer Service Representatives and transit drivers. Several representatives are bilingual in English and Spanish.

The following training will be provided to the Customer Service Representative:

- Information on Title VI Procedures and LEP responsibilities
- Use of Language Identification Flashcards
- Documentation of language assistance requests
- How to handle a potential Title VI/LEP complaint

#### Element 4: Providing Note to LEP Persons

The City of Hallandale Beach Community Shuttle Program will make Title VI information available in English and Spanish on the Agency's website. Key documents are written in English and Spanish. Notices are also posted in the City's Community Enhancement and Sustainable Development Department, lobby. Additionally, when staff prepares a document or schedules a meeting, for which the target audience is

expected to include LEP individuals, then documents, meeting notices, flyers, and agendas will be printed in an alternative language based on the known LEP population.

#### Element 5: Monitoring and Updating the Plan

The plan will be reviewed and updated on an ongoing basis. Updates will consider the following:

- The number of documented LEP person contacts encountered annually.
- How the needs of LEP persons have been addressed?
- Determination of the current LEP population in the service area.
- Determination as to whether the need for translation services has changed.
- Determine whether the City's financial resources are sufficient to fund language assistance resources needed.

The City of Hallandale Beach Community Shuttle Program understands the value that its service plays in the lives of individuals who rely on this service, and the importance of any measures undertaken to make the use of the system easier. The City is open to suggestions from all sources, including customers. The City of Hallandale Beach Community Shuttle Program, other transportation agencies with similar experiences with LEP communities, and the general public may give input regarding additional methods to improve their accessibility to LEP communities.

#### IV. Safe Harbor Provision

DOT has adopted the Department of Justice's Safe Harbor Provision, which outlines circumstances that can provide a "safe harbor" for recipients regarding the translation of written materials for the LEP population. The Safe Harbor Provision stipulates that if a recipient provides written translation of vital documents for each eligible LEP language group that constitutes five percent (5%) or 1,000 persons, whichever is less, of the total population of persons eligible to be served or likely to be affected or encountered, then such action will be considered strong evidence of compliance with the recipient's written translation obligations. Translation of non-vital documents, if needed, can be provided orally. If there are fewer than 50 persons in a language group that reaches the five percent (5%) trigger, the recipient is not required to translate vital written materials but should provide written notice in the primary language of the LEP language group of the right to receive a competent oral interpretation of those written materials, free of cost.

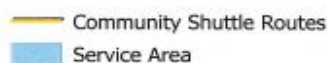
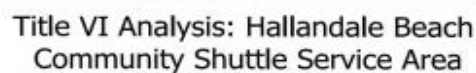
The City of Hallandale Beach Community Shuttle Program's service area does have a LEP populations that qualify for the Safe Harbor Provision. The population that qualify for the Safe Harbor Provision as to the number of persons who speak English less than "very well" is counted as 14.7 % or 13,037 persons. Appendix H contains the Demographic Population Language Data for Hallandale Beach and portions of Hollywood, Miramar, Pembroke Park, West Park, and Aventura Transit Service Area. Appendix H contains a map of the City of Hallandale Beach Community Shuttle LEP population distribution within the service area.

## Appendix F: Demographic Population Language Data for Hallandale Beach and portions of Hollywood, Miramar, Pembroke Park, West Park, and Aventura Transit Service Area

Language	Population	Percentage	Speak English very well	Percentage Speak English very well	Speak English less than very well	Percentage Speak English less than very well
Service Area Total	88,928	100%	25,043	28%	20,578	23%
English	43,307	48.7%	0	0.0%	0	0.0%
Spanish	28,249	31.8%	15,212	17.1%	13,037	14.7%
French Creole	3,306	3.7%	2,132	2.4%	1,174	1.3%
French	2,941	3.3%	1,133	1.3%	1,808	2.0%
Russian	2,574	2.9%	1,037	1.2%	1,537	1.7%
Other Native North American languages	1,527	1.7%	772	0.9%	755	0.8%
Portuguese	1,421	1.6%	955	1.1%	466	0.5%
Hebrew	1,237	1.4%	905	1.0%	332	0.4%
Italian	649	0.7%	407	0.5%	242	0.3%
Other West Germanic languages	619	0.7%	279	0.3%	340	0.4%
German	492	0.6%	362	0.4%	130	0.1%
Arabic	491	0.6%	383	0.4%	108	0.1%
Hungarian	345	0.4%	329	0.4%	16	0.0%
Polish	276	0.3%	163	0.2%	113	0.1%
Other Indo-European languages	194	0.2%	179	0.2%	15	0.0%
Yiddish	194	0.2%	159	0.2%	35	0.0%
Chinese	187	0.2%	45	0.1%	142	0.2%
Serbo-Croatian	178	0.2%	85	0.1%	93	0.1%
Tagalog	149	0.2%	101	0.1%	48	0.1%
Other Indic languages	107	0.1%	78	0.1%	29	0.0%
Greek	107	0.1%	46	0.1%	61	0.1%
Persian	89	0.1%	64	0.1%	25	0.0%
Other and unspecified languages	87	0.1%	80	0.1%	7	0.0%
Japanese	48	0.1%	43	0.0%	5	0.0%
Hindi	30	0.0%	30	0.0%	0	0.0%
African languages	30	0.0%	30	0.0%	0	0.0%
Other Asian languages	26	0.0%	17	0.0%	9	0.0%
Korean	22	0.0%	0	0.0%	22	0.0%
Other Slavic Languages	19	0.0%	3	0.0%	16	0.0%
Scandinavian	14	0.0%	14	0.0%	0	0.0%
Thai	13	0.0%	0	0.0%	13	0.0%
Urdu	0	0.0%	0	0.0%	0	0.0%
Vietnamese	0	0.0%	0	0.0%	0	0.0%
Other Pacific Island languages	0	0.0%	0	0.0%	0	0.0%
Laotian	0	0.0%	0	0.0%	0	0.0%
Mon-Khmer, Cambodian	0	0.0%	0	0.0%	0	0.0%
Navajo	0	0.0%	0	0.0%	0	0.0%
Hmong	0	0.0%	0	0.0%	0	0.0%
Armenian	0	0.0%	0	0.0%	0	0.0%
Gujarati	0	0.0%	0	0.0%	0	0.0%

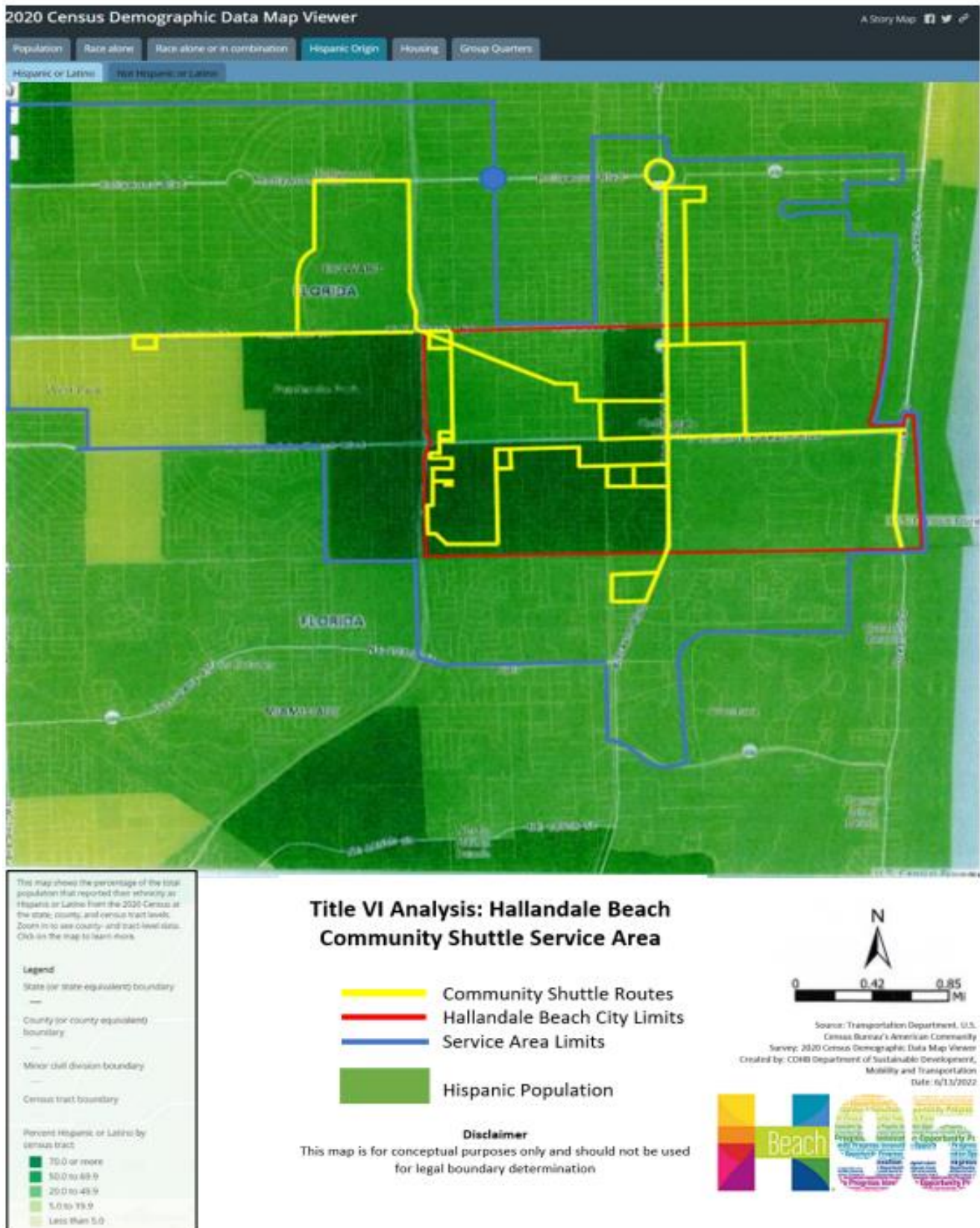


**The City of Hallandale Beach Community Shuttle Program provides service in Hallandale Beach and portions Hollywood, Miramar, Pembroke Park, West Park, and Aventura.**



Source: Transportation Department, U.S. Census Bureau's American Community Survey (ACS) 2015-2019 5-year estimates  
Created By: BCT Service and Strategic Planning Division  
Date: 5/11/2022

## Appendix H: City of Hallandale Beach Community Shuttle LEP population distribution within the service area.



**Appendix I**

**City Of Hallandale Beach Community Shuttle Services.**

**Title VI. Equity Analysis. Transit Fleet Facility**



**City Of Hallandale Beach  
Community Shuttle Services**

*April 2022*

**TITLE VI EQUITY ANALYSIS  
Transit Fleet Maintenance Facility**



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## Definitions

**Disparate Impact:** Refers to a facially neutral policy or practice that disproportionately affects members of a group identified by race, color, or national origin, where the recipient's policy or practice lack a substantial legitimate justification and where there exists one or more alternatives that would serve the same legitimate objectives but with less disproportionate effect on the basis of race, color, or national origin.

**Disparate Impact Threshold:** The standard used to determine if a proposal creates disparate impacts. BCT defines this threshold in its Disparate Impact Policy as 15 percent deviation from the BCT system average.

**Disproportionate Burden:** Refers to a neutral policy or practice that disproportionately affects low-income populations more than non-low-income populations. A finding of disproportionate burden requires the recipient to evaluate alternatives and mitigate burdens where possible.

**Disproportionate Burden Threshold:** The standard used to determine if a proposal creates disproportionate burdens. BCT defines this threshold in its Disproportionate Burden Policy as 15 percent deviation from the BCT system average.

**Fixed Route (Local):** Service provided on a repetitive, fixed-schedule basis along a specific route with vehicles stopping to pick up and deliver passengers to specific locations; each fixed-route trip serves the same origins and destinations, unlike demand responsive and taxicabs.

**Low-Income:** A person that has indicated a household income of \$24,600 or below is considered to meet poverty guidelines according to the US Department of Health and Human Services.

**Minority:** A person or passenger who identifies as American Indian or Alaska Native, Asian, Black, or African American, Hispanic, or Latino (of any race), Native Hawaiian or Other Pacific Islander, or identifies as more than one race (multiracial) or some other race.

**Service Area:** A defined geographic area from which the transit operator provides service that is calculated using a one-quarter mile (3 mile for Express Service Park and Ride Lots) buffer on each side of a transit route.

## **1. Introduction**

This report has been prepared to evaluate the facility location options for an operations and maintenance facility (OMF) in the City of Hallandale Beach in context of Title VI of the Civil Rights Act.

The purpose of the document is to determine whether any of the facility location options would result in a disparate impact to populations based on race, color, or national origin. Title VI of the Civil Rights Act of 1964 (42 U.S. Code 2000d) protects people from discrimination based on race, color, and national origin in programs and activities receiving federal financial assistance.

In 1970, the U.S. Department of Transportation (DOT) established Title VI regulations in 49 Code of Federal Register (CFR) Part 21, entitled Non-Discrimination in Federally Assisted Programs of the Department of Transportation. As a DOT operating administration, the Federal Transit Administration (FTA) provides financial assistance to develop new transit systems and improve, maintain, and operate existing systems and is responsible for ensuring that recipients follow federal statutory and administrative requirements.

In 2012, FTA issued Circular 4702.1B, which provides recipients of FTA financial assistance with guidance and instructions necessary to conduct DOT's Title VI regulations, regardless of whether federal funding is being provided for the facility.

## **2. Background and Project Description**

The City Community Shuttle Service Program is a free fare Community Shuttle service provided to residents and visitors of Hallandale Beach for over twenty (20) years. It consists of four fixed routes that provide services from 7:00 AM to 7:00 PM, with a fleet of five (5) community shuttle cutaway type vehicles, gasoline fueled. Hallandale Beach Minibus Routes connect residents in the City to employment centers, while also connecting City Communities to key trip generators. Hallandale's coastal communities have a large seasonal population which peaks during the winter. Ridership for FY18 was of 278,091 passengers and for year FY19 was 284,190.

On June 5, 2019, the City of Hallandale Beach City Commission considered and approved the expansion of the minibus service routes to better serve under-represented Hallandale Beach communities, increase ridership, and reduce headways of the system to 25-35 minutes. The approved service expansion includes adding one additional bus to each route for a total of nine buses on the City four (4) routes.

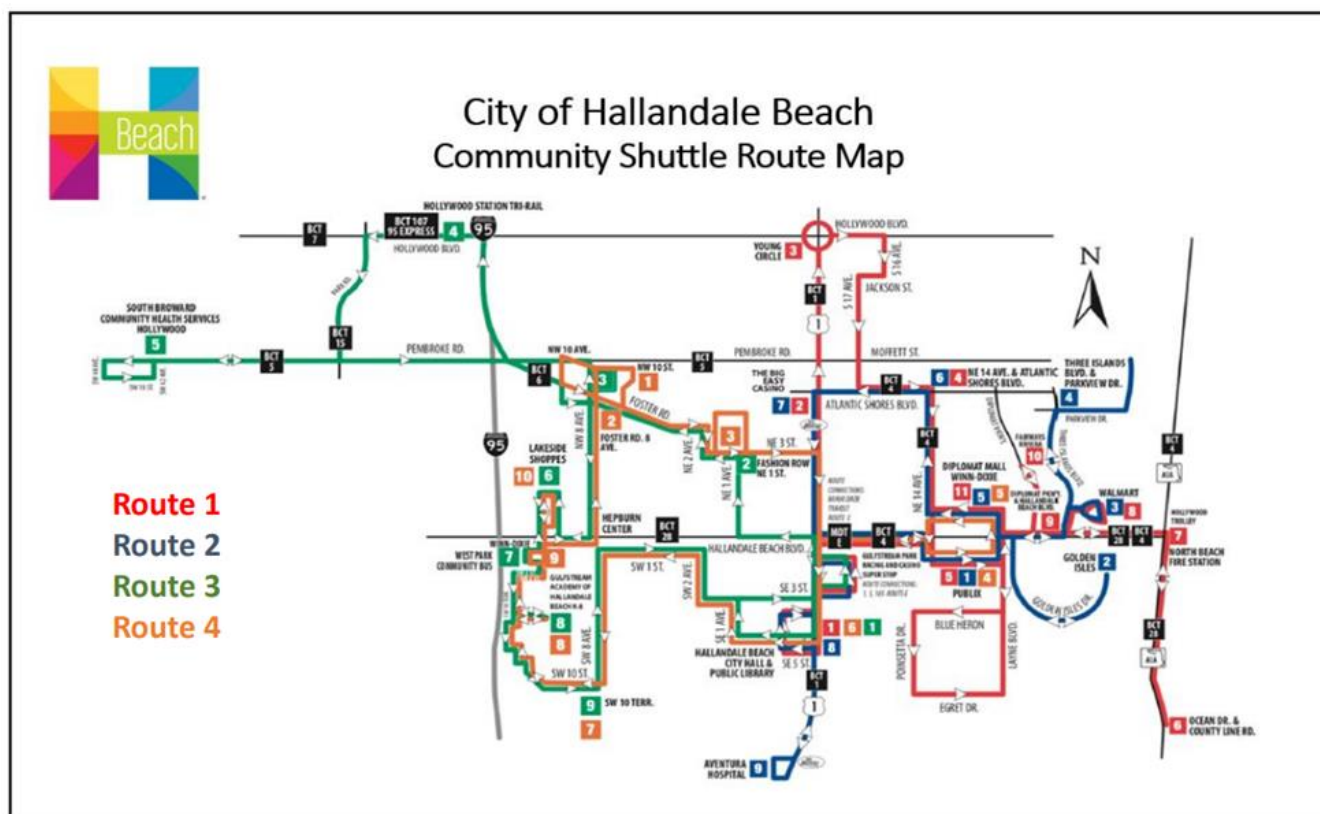


Figure 1. Community Shuttle Route Map

The City of Hallandale Beach was awarded a State of Florida Department of Transportation (FDOT) Grant to acquire nine (9) electric buses and related equipment, including charging stations to provide services with a fleet of zero-emission Electric Transit Low Floor Buses on the City Community Shuttle Routes.

On February 16, 2022, the City Commission approved resolution 2022-17 to purchase a Fleet of nine (9) BYD 30' Heavy Duty Low Floor Transit Electric Buses, three (3) BYD/Heliox DC depot electric battery chargers, nine (9) charging dispensers, a video recording system, Bike Rack, and Communication Radio. The City will provide an AVL/GPS, a Wi-Fi, and a user's APP.

The City of Hallandale Beach has procured operations and maintenance services from a third-party contractor, but the City wants to increase the control of the City fleet operations and maintenance. The City has been looking for a space to design and construct a new transit facility for fleet administration, fleet parking, battery charging, fleet maintenance, bus storage, parts storage, and a wash facility.

The proposed facility site planned requires approximately 34,000 sq. ft., which includes the space requirements for major functions such as bus storage, battery charging, dispatching and operational control, vehicle storage, maintenance, unit change, testing and repairs, vehicle washing, parts storage, employee amenities, administrative spaces, restroom facilities, and employee parking.

The City of Hallandale wanted to house this facility on a parcel of land that the City currently owns and did not want to procure any additional land to serve the City building program. Locations near the City's Fleet Facilities at Department of Public Works were preferred.

### **3. Study Purpose**

As per the Federal Transit Administration (FTA) requirements in Circular 4703.1 (Environmental Justice), Title VI equity analyses for the location of facilities must occur in the planning stage before a preferred site has been selected. Sites will be evaluated and ranked as part of the site selection analysis. The Title VI analysis represents just one of the criteria used in the evaluation.

The City of Hallandale Beach Transit Fleet Maintenance Facility requires approximately 0.8 acres or 34,000 sq. ft. of an already City-owned property. The City reviewed all City-owned property within the city limits for a property with near one acre. Due to proximity of the City Fleet Services, two alternatives were located on following parcels: Parcel ID 514228010021 at DPW Compound, and Parcel ID 5142210110180 at Chaves Lake, both City-owned parcel with more than one acre available with a limited number of residential properties nearby.

The purpose of this study is to analyze two locations identified in the site selection analysis to ensure that the alternatives and final selected location was selected without regard to race, color, or national origin. This study also has to compare the equity impacts of the two alternative sites.

Two candidate sites were evaluated:

- Site 1 Chaves Lake – up to 2.1 acres available
- Site 2 DPW Compound – up to 2.47 acres available

Figure 2 contains a map with the two sites selected for evaluation.

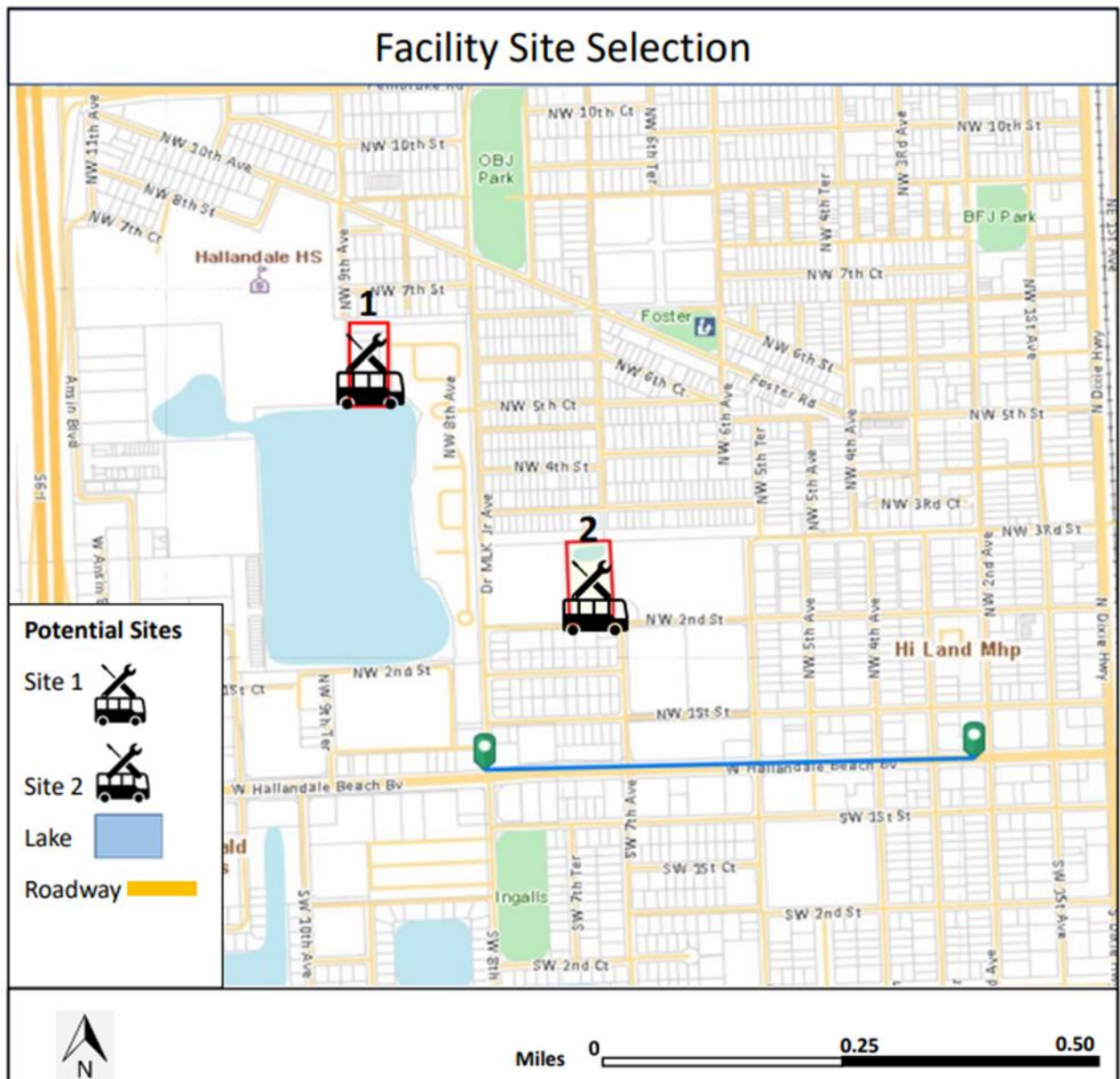


Figure 2: Alternatives Sites for Consideration

#### 4. Title VI Compliance Requirements

The City of Hallandale Beach is committed to ensuring that no person is excluded from participation in, or denied the benefits of, its transit services on the basis of race, color, or national origin, as protected by Title VI and required by guidelines in FTA Circular 4702.1.B (Title VI).

Title 49 CFR Section 21.5(b)(3) states, “In determining the site or location of facilities, a recipient or applicant may not make selections with the purpose or effect of excluding persons from, denying them the benefits of, or subjecting them to discrimination under any program to which this regulation applies, on the

grounds of race, color, or national origin; or with the purpose or effect of defeating or substantially impairing the accomplishment of the objectives of the Act or this part.” Title 49 CFR Part 21, Appendix C, Section 3(iv) provides that “The location of projects requiring land acquisition and the displacement of persons from their residences and businesses may not be determined on the basis of race, color, or national origin.”

The City of Hallandale Beach is required to conduct a Title VI equity analysis to demonstrate that the facility is selected without regard to race, color, or national origin. Per guidance in the circular, the analysis must:

- Include outreach to persons potentially impacted by the siting of the facility.
- Compare impacts of various siting alternatives.
- Determine if cumulative adverse impacts might result due to the presence of other facilities with similar impacts in the area, and
- Occur before the selection of the preferred site.

If disparate impacts are identified, the least discriminatory alternative must be implemented.

## **5. Site Selection Process**

The City of Hallandale Beach studied potential locations and reviewed listed properties that would have the adequate space for the facility and that the City already owns. The City of Hallandale Beach considered all properties that had enough space for the facility and proximity to the City’s Fleet Facility. All other city land was either too small or too far away from the City’s Fleet Facility to be desirable. No neighborhood in the City of Hallandale Beach was disqualified from the selection process. Race, color, and national origin of residents were not considered during the identification or evaluation of potential sites.

Since the top two sites selected are on different block groups, Site 1 located on block group 3008, and Site 2 located on Block group 2015, both parcels separated by NW 8th Avenue, there are selection criteria to review the two sites. The new Hallandale Beach Transit Fleet Maintenance Facility must meet several important criteria:

- Environmental Conditions.
- Surrounding Land Use.
- Utility Availability and Drainage Ease.
- Historical Significance; and

- Site Equity Analysis.

## 6. Benefits and Burdens Analysis

The City of Hallandale Beach reviewed benefits and burdens of each site to determine any impacts that might adversely affect the community. There was no potential displacement of residents at any of the two sites considered in this site selection as indicated in Table 1.

There is not active government business on Site 1, and Site 2 houses the City Department of Public Works Compound where are located the City's vehicle fleet maintenance facilities.

Site 1 corresponds to parcel ID 514221010180, Zoned: RM-18 – Residential Multi-Family (Medium-Density District). The City has a plan to develop an Environmental Park at this location. Figure 3.

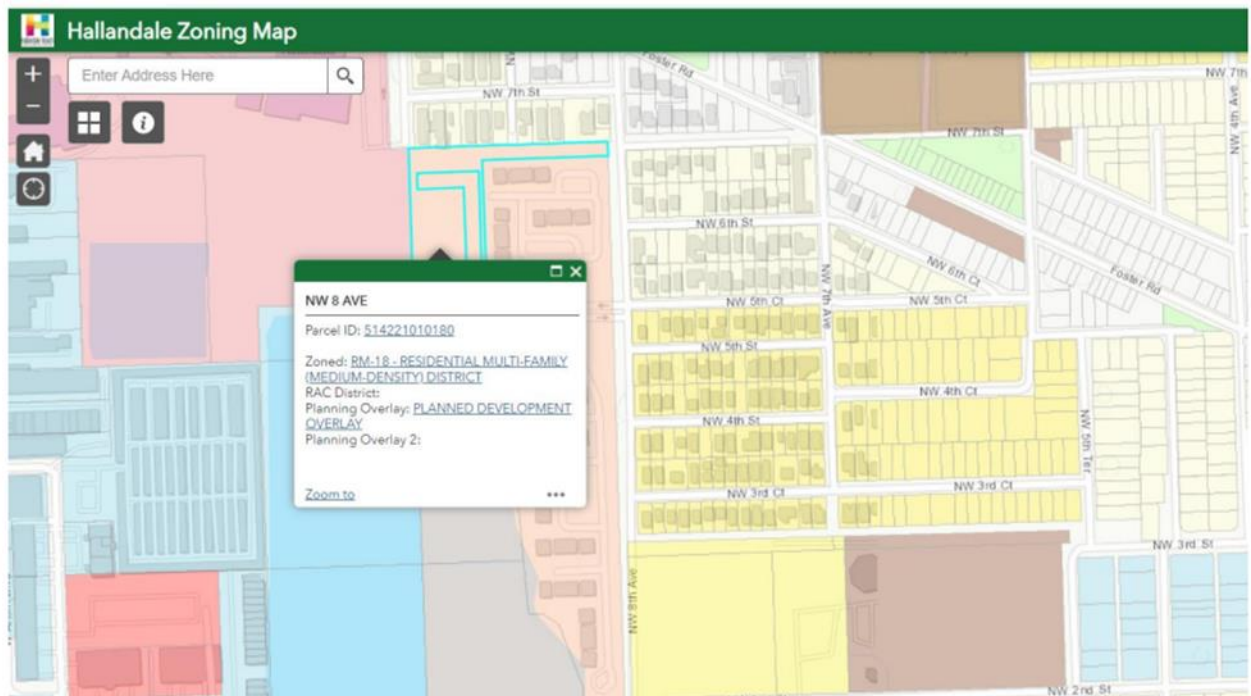


Figure 2. Site 1 Chaves Lake.

Site 2 corresponds to parcel ID 514228010021, Zoned Residential Single-Family District. Public facilities can be developed, provided that no structure is located less than 50 feet from any adjacent residential use. Figure 4.



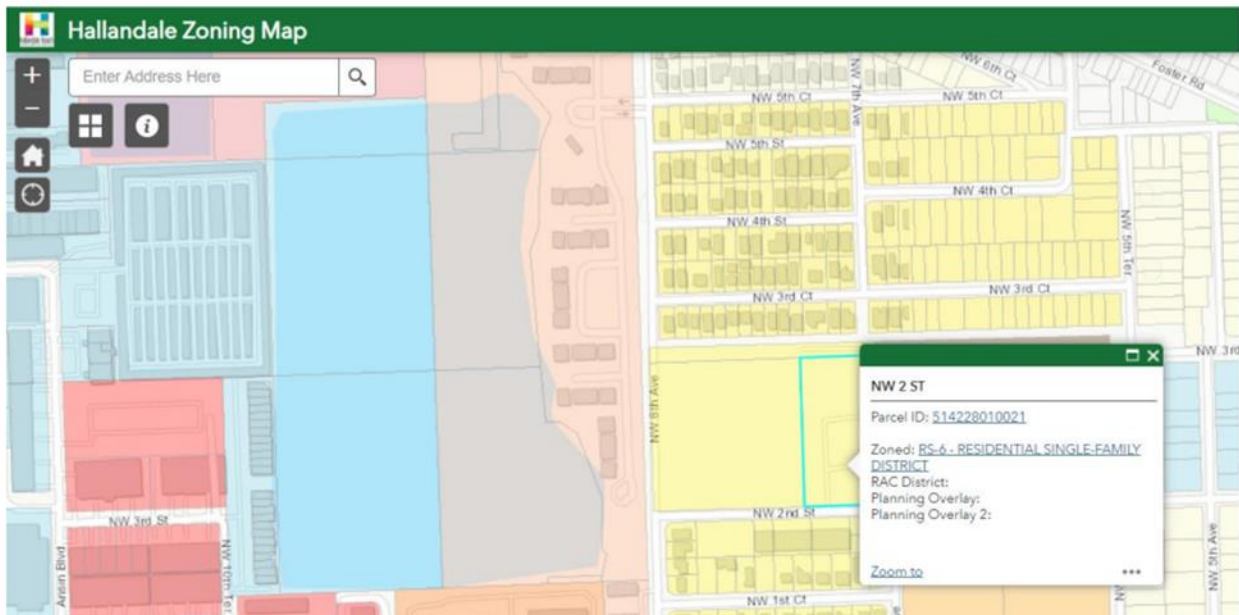


Figure 3. Site 2. Department of Public Works Compound.

In summary, there will be no displacement of residents or businesses at either of the two sites considered for site selection as proposed.

Site 1 is at this time a vacant parcel, and the proposed Site 2 houses the City Department of Public Works (DPW) where there are City vehicle fleet facilities for maintenance and storage.

Site 1 do not have utilities services at this time but may be served by incremental extension of utilities along NW 8<sup>th</sup> Avenue. Site 2 has already utilities but requires an electric transformer to provide energy for the EV Bus Transit Battery Chargers. This electric service requirement also applies for Site 1.

While Site 1 is located in the proximity to the City fleet facility, Site 2 is within the boundaries of the City fleet facility.

Site 1 may impact an educational complex located next to the site.

**Table 1: Benefits and Burdens**

<i>Benefits/ Positive Impacts</i>	<i>Burdens/ Adverse Impacts</i>
<b>Site 1: Chaves Lake</b>	
<ul style="list-style-type: none"> <li>• Good access to Transportation Corridors</li> <li>• Proximity to City's Fleet Facility</li> <li>• City Owned Property</li> <li>• May be served by incremental extension of utilities</li> <li>• Has to share access with a City planned Park</li> <li>• Adjacent to an educational complex</li> </ul>	<ul style="list-style-type: none"> <li>• Residential Properties consideration</li> <li>• Educational Complex adjacent</li> <li>• No drainage ease</li> <li>• Possible higher utility infrastructure Cost</li> </ul>
<b>Site 2: DPW Compound</b>	
<ul style="list-style-type: none"> <li>• Good access to Transportation Corridors</li> <li>• Located at City's Fleet Facility</li> <li>• City Owned Property</li> <li>• Utility Availability and Drainage Ease</li> <li>• Active government business</li> </ul>	<ul style="list-style-type: none"> <li>• Residential Properties Consideration</li> </ul>

## 7. Alternative Equity Analysis and Cumulative Impacts

While location, size, price, and other criteria were used to select the two candidate properties, the City of Hallandale analyzed demographics to ensure the site selection would have no disparate impact due to race, color, or national origin.

Since the two selected sites as indicated on Figure 5 are on different Census Tract Block Group: Site 1 at census at block group 12011.100400.3, and Site 2 at block group 12011.100400.2, the City of Hallandale looked at each of the Census Tract Block Group, and then compare each of them to Block Group 12011.100400, and also compare them to the Census Tract for the City of Hallandale Beach, on Table 2: Demographic Data.

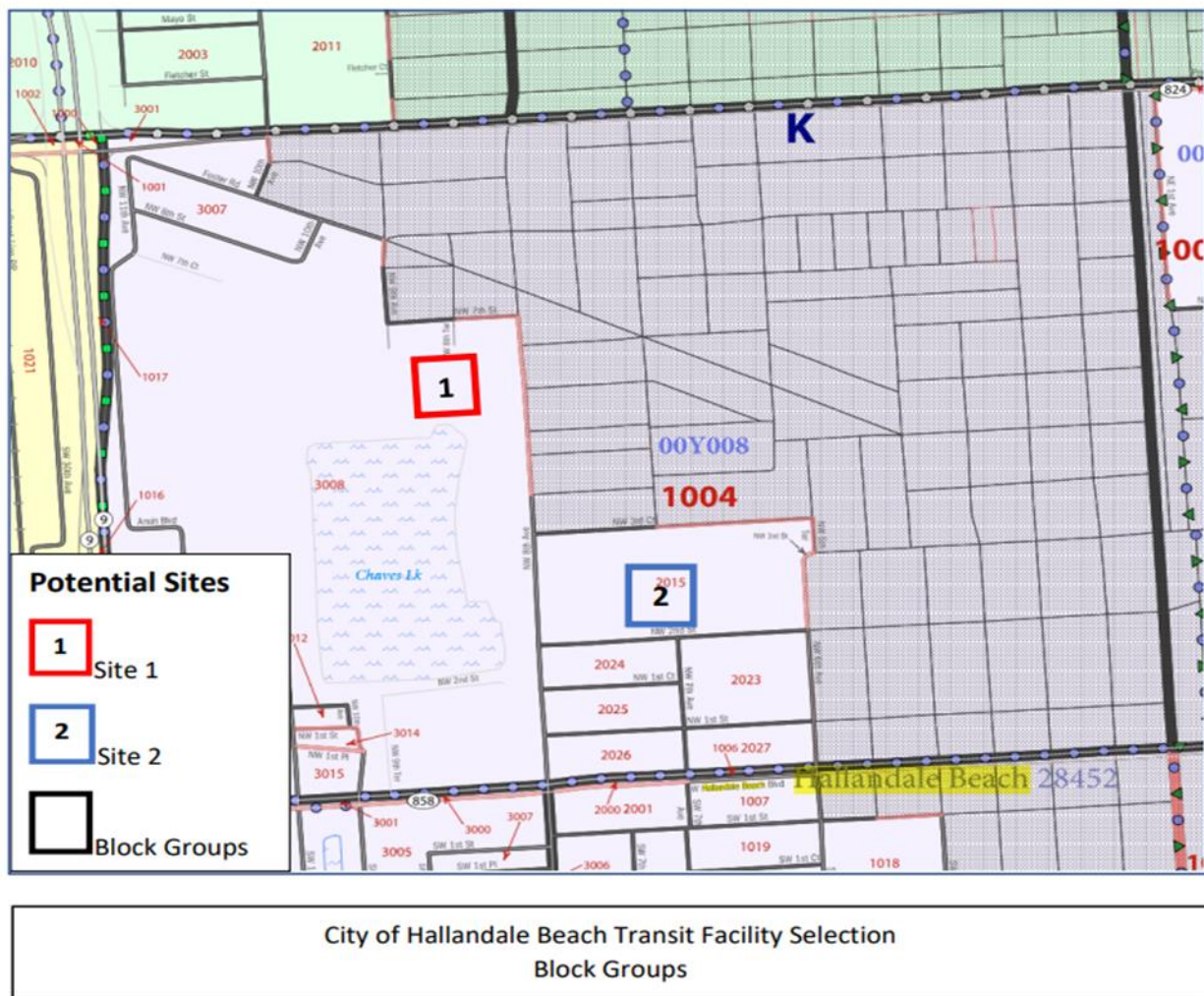


Figure 4. Census Blocks

According to U.S Census Bureau 2011-2020. American Community Survey 5 Year Estimates, in the City of Hallandale Beach 28.8 % of individuals over the age of five have limited English proficiency, with 48.3% speaking a language other than English at home; 55% of the population is Non-White; 18.5% of the population is below the poverty level; and the median income is \$39,834. Table 2.

When reviewing the two Block Groups and Census Tract data in comparison to the City demographics, there is a higher percentage of individuals who do identify as Non-White” and a lower Median Income for households than the average for the City.

When reviewing the two Block Groups Census Tract data in comparison to the data for Census Tract 1004, where the two sites are located there is a 16% to 14% higher percentage of individuals who do identify as “Non-White”, there is a 2.5% to 5.2% higher percentage of individuals under poverty line, and a lower Median Income for households than the average for Census Tract 1004.

The Census Tract 1004 have a higher average of individuals under the Poverty Line when compared to the City of Hallandale Average, and a higher percentage of Non-White when compare with the City of Hallandale average. Table 3.

**Table 2: Demographic Data**

<i>Census Location</i>	<i>Block Group 2 Census Tract Site 1 12011.100400.3</i>	<i>Block Group 2 Census Tract Site 2 12011.100400.2</i>	<i>Census Tract 1004 Hallandale Beach Florida</i>	<i>City of Hallandale Beach Florida</i>
<i>Total Population</i>	2,196	1,465	6,464	42,070
<i>White</i>	256	212	1,798	18,992
<i>Non-White</i>	1,940	1,253	4,666	23,078
<i>Non-White Percentage</i>	88%	86%	72%	55%
<i>Population under Poverty Line</i>	547	445	1631	7783
<i>Percentage under Poverty Line</i>	27.5%	30.4%	25.2%	18.5%
<i>Median Income</i>	\$34,662.00	\$20,917.00	\$34,784.00	\$39,834.00
<i>Limited English Proficiency Percentage</i>	28.8%	28.8%	28.8%	28.8%

Source: Data from U.S Census Bureau 2011-2020. American Community Survey 5 Year Estimates

In summary the alternative equity analysis, poverty rates, minority population for both parcels of land are above the Census Tract 1004 average level statistics for each of these categories. The LEP rates for both locations are the same than the City level statistics for LEP population, and the median population income is smaller than the City average, therefore disparate impacts were identified.

The alternative equity analysis, poverty rates, minority population for both parcels of land are above the City of Hallandale average level statistics for each of these categories, the LEP rates for both locations are the same than the same than the City level statistics for LEP population, and the median population income is smaller than the City average.

The Equity Impact comparison for both locations indicated on Table 3, indicates that both alternatives do not require displacement of residents or businesses.

Alternative Site 1 will impact the City Park that is been considered for that location, while Site 2 is located within the Department of Public Works Compound where there are maintenance and storage facilities of the City vehicle fleet.

**Table 3: Equity Impact Comparison**

	<b>Site 1</b>	<b>Site 2</b>
<i>Who would be impacted by selecting this site?</i>	<i>Nearby Residents</i>	<i>Future residents, active businesses near site</i>
<i>Will selecting this site require displacement of resident or businesses?</i>	<i>No</i>	<i>No</i>
<i>Listed other similar facilities nearby including maintenance, storage,</i>	<i>None</i>	<i>City Fleet Facility Manufacturing Business</i>
<i>Will selecting this site will impact the City Park to be built next to the planned transit facility</i>	<i>Yes</i>	<i>No</i>

## 8. Conclusion

Both locations identified and evaluated for the City of Hallandale Beach Community Shuttle maintenance and administrative facility were selected without regard to race, color, or national origin. An evaluation of the poverty rate, minority population rate, and LEP rate in the vicinities of the two sites shows disparate impact would occur should any of these sites be selected. This conclusion is based on the fact that the rates of poverty, minority population are higher in both Census Block Groups than the average values for the City of Hallandale Beach. If disparate impacts are identified, the least discriminatory alternative must be implemented.

The Equity impact comparison indicates that both alternatives do not require displacement of residents or businesses. Alternative site 1 will impact the planned Park activities at Chaves Lake, and Site 2 will not impact any of the Park activities.

Alternative Site 2 has a direct exit to NW 2nd Avenue where there are located manufacturing and warehouse activities.

Alternative Site 2 houses the Department of Public Works (DPW), the city vehicle fleet maintenance and storage activities, and the potable water treatment plant.

The new EV Level II Maintenance and administrative facility could be considered an accessory maintenance facility to the DPW Compound, and Alternative Site 2 represents the least discriminatory alternative for the development of the City Transit Level II Maintenance Facility.