



## Staff Report

**TO:** City Council  
**FROM:** Kari Mendoza, Administrative Services Director  
**DATE:** September 2, 2025  
**SUBJECT:** Adoption of the City's Title VI Implementation Plan

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**Description:** Adopt a resolution approving the City's Title VI Implementation Plan, authorizing the City Manager to execute the Master Agreement with Caltrans, and delegating authority to the City Manager to make amendments to the Plan as needed to maintain compliance with federal nondiscrimination requirements.

### **Background and Analysis:**

Title VI of the Civil Rights Act of 1964 prohibits discrimination based on race, color, or national origin in any program or activity receiving federal financial assistance. As a Local Public Agency that receives Federal Highway Administration (FHWA) funding through the California Department of Transportation (Caltrans), the City of Beaumont must maintain an up-to-date Title VI Implementation Plan and execute FHWA Title VI Assurances to remain eligible for federal aid.

This is the City's first Title VI Implementation Plan, establishing Beaumont's framework for compliance with FHWA and Caltrans nondiscrimination requirements. Key elements of the plan include:

- Designating a Title VI Coordinator to oversee compliance activities
- Adopting a Title VI/Non-Discrimination Policy Statement
- Providing bi-annual staff training on Title VI requirements
- Establishing procedures for complaint investigation and resolution
- Committing to an annual Accomplishments and Goals Report (Work Plan)
- Including a Limited English Proficiency Four-Factor Analysis and Language Access Plan
- Requiring Title VI Assurances in all federally funded contracts and agreements

Once adopted, the Plan will be published on the City's website for public access and submitted to Caltrans for review.

**Fiscal Impact:**

The cost to prepare this staff report is estimated to be \$668.

There is no direct cost to adopt the Plan or execute the Master Agreement. Implementation will require ongoing staff time for training, annual work plan updates, complaint processing, and interpretation services, all of which will be covered within existing department budgets.

**Recommended Action:**

Waive the full reading and adopt by title only, “A Resolution of the City Council of the City of Beaumont Adopting the Title VI Implementation Plan and Authorizing the City Manager to Execute the Master Agreement with Caltrans”;

And authorize the City Manager to execute the Master Agreement.

**Attachments:**

- A. Draft Title VI Implementation Plan
- B. Resolution
- C. Master Agreement – Administering Agency-State Agreement for Federal-Aid Projects