



# Title VI Plan

# 1. Title VI Policy Statement<sup>1</sup>

City of Fresno assures that no person shall on the grounds of race, color, national origin (including limited English proficiency (LEP)), sex (including sexual orientation and gender identity), creed, or age, as provided by Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987 (PL 100.259), Section 520 of the Airport and Airway Improvement Act of 1982, and related authorities (hereafter, "Title VI and related requirements"), be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity that receives U.S. Department of Transportation (DOT) funding. Title VI also prohibits retaliation for asserting or otherwise participating in claims of discrimination.

City of Fresno further assures every effort will be made to ensure nondiscrimination in all of its programs and activities, whether those programs are federally funded or not. The Airport Sponsor agrees, among other things, to understand the communities surrounding or in the flight path, as well as customers that use the Airport. Anytime communities may be impacted by programs or activities, the City of Fresno will take action to involve them and the general public in the decision-making process.

City of Fresno requires nondiscrimination assurances, as prescribed by FAA, from each tenant, contractor, and concessionaire providing an activity, service, or facility at the Airport.

Assurances must be included in any related lease, contract, or franchise agreement between the City of Fresno and each tenant, contractor, and concessionaire, as well as in any similar agreements with their own sub-tenants and sub-contractors.

Cristal De La Torre, available at 559 621-4534 and cristal.delatorre@fresno.gov, is responsible for overseeing the Airport Sponsor's compliance with Title VI and the point of contact for all airport Title VI matters and related responsibilities, including those required by 49 CFR Part 21.

Signature

Henry Thompson Director of Aviation

February 26, 2024 Effective Date

February 26, 2027

**3-Year Expiration Date** 

\$

<sup>1</sup> This policy statement will be translated into languages other than English, upon request and based on patron and local language demographics.





# Plan del Título VI

# 1. Declaración de la Política del Título VI

La Ciudad de Fresno asegura que ninguna persona será excluida, por motivos de raza, color, origen nacional (incluyendo dominio limitado del inglés (LEP)), sexo (incluyendo orientación sexual e identidad de género), credo o edad, según lo establecido por el Título VI de la Ley de Derechos Civiles de 1964, la Ley de Restauración de Derechos Civiles de 1987 (PL100.259), la sección 520 de la Ley de Mejora de Aeropuertos y Vías Aéreas de 1982 y autoridades relacionadas (en adelante, Título VI y requisitos relacionados), de participar, ser privada de los beneficios de, o estar sujeta a discriminación en cualquier programa o actividad que reciba financiamiento del Departamento de Transporte de los Estados Unidos (DOT por sus siglas en inglés). El Título VI también prohíbe represalias por presentar o participar en reclamos de discriminación.

La Ciudad de Fresno se compromete a garantizar que no se excluya a ninguna persona de la participación ni se le nieguen los beneficios de sus programas y actividades, ya sean o no financiados por el gobierno federal. El patrocinador del aeropuerto, entre otras cosas, se compromete a reconocer las comunidades que rodean o están en la trayectoria de vuelo, así como a los clientes que utilizan el aeropuerto. En cualquier momento en que las comunidades puedan verse afectadas por programas o actividades, la Ciudad de Fresno tomará medidas para involucrarlas y al público en general en el proceso de toma de decisiones.

La Ciudad de Fresno requiere garantías no discriminatorias, según lo prescrito por la FAA (Administración Federal de Aviación, por sus siglas en inglés), de cada inquilino, contratista y concesionario que brinde una actividad, servicio o instalación en el aeropuerto.

Estas garantías deben incluirse en cualquier contrato de arrendamiento, contrato o acuerdo de franquicia relacionado entre la Ciudad de Fresno y cada inquilino, contratista y concesionario, así como en acuerdos similares con sus propios subinquilinos y subcontratistas.

Cristal de La Torre, Gerente de Proyecto, es responsable de supervisar el cumplimiento del patrocinio del aeropuerto con el Título VI y es el punto de contacto para todos los asuntos relacionados con el título VI del aeropuerto y las responsabilidades relacionadas, incluidas aquellas requeridas por el Código de Regulaciones Federales (CRF) 49, Parte 21, y puede ser contactada al 559 621-4534 y cristal.delatorre@fresno.gov.

Henry Thompson Director de Aviación

26 de febrero 2024 Fecha Efectiva

26 de febrero 2027 Vencimiento en 3 años

# 1. Administration

The City of Fresno Council will review and adopt this Title VI Plan for the City of Fresno. This plan will be updated no less than once every three years. The plan will not be re- adopted following minor changes, such as updating the Airport Director, or Coordinator's name. Significant revisions to our policies or federal guidelines may warrant re-adoption by the City of Fresno Council and resubmittal to FAA.

In addition to the coordinator and airport sponsor's leadership, the following people also assist with our Title VI program requirements: None.

As of the date of this plan, the City of Fresno has the following pending applications for Federal financial assistance:

Federal Source	Grant Number	Amount
FAA	Bipartisan Infrastructure Law (BIL) – Airport	\$10,000,000
	Terminal	
FAA	Bipartisan Infrastructure Law (BIL) – Airport	\$893,049
	Tower Project, Environmental Phase	

In addition, the City of Fresno sub-recipients have the following pending applications for Federal financial assistance:

<b>Federal Source</b>	Grant Number	Amount
None		

Updated information for pending and awarded grant applications will be available through the following methods:

Federal Source	<b>Grant Award Information Available at:</b>
DHS	www.DHSgrantinfo.gov
DOJ	www.USgrantsinfo.net
FAA AIP	https://www.faa.gov/airports/aip/

# 2. Grant and Procurement Assurances

49 CFR § 21.7 (a)(1); 49 CFR Part 21 Appendix C (b)

The City of Fresno will complete standard grant assurances for Title VI and related requirements, in the form prescribed by FAA. See <u>https://www.faa.gov/airports/aip/grant\_assurances/#current-assurances</u>.

#### Clauses/Covenants

- a. All contracts, leases, deeds, licenses, permits, and other similar instruments, must contain the contractual requirements and clauses, in the form prescribed by FAA. See <u>https://www.faa.gov/airports/aip/procurement/federal\_contract\_provisions/</u>. Note that unlike many other clauses, Civil Rights clauses are required in all contracts. Note also special clauses that are required for certain types of contracts, such as land acquisition.
- b. The City of Fresno requires Civil Rights clauses to be included in solicitations and contracts for all subcontractors, subleases, and any other agreements. Subcontract template must be used in all subcontracts related to the airport program.

#### **Description of Oversight Methods for Subcontracts**

Subcontract template must be used in all subcontracts related to the airport program. Subcontracts are audited by the Procurement Department to verify they include the template language, for not less than 10 percent of contractors each year.

# 3. <u>Title VI Coordinator Responsibilities</u>

The coordinator is responsible for ensuring that they and other staff supporting Title VI are trained in Title VI requirements. Essential training topics include:

- Basic Title VI requirements
- Airport language assistance resources and practices
- Collecting and assessing demographic data
- Reporting Title VI complaints and other required FAA notifications

See the Training Section for additional information and expected training for all staff.

Among other responsibilities, the coordinator:

- Proactively ensures that the Airport Sponsor is in compliance with nondiscrimination requirements of Title VI and reports to the City of Fresno leadership on the status of Title VI compliances.
- Responds promptly to requests by FAA for data and records and for the scheduling of compliance reviews and other FAA meetings to determine compliance with Title VI and related requirements.
- Receives discrimination complaints covered by Title VI and related requirements, and forwards them to the FAA, within 15 days of receipt, together with any actions taken to resolve the matter.
- Provides the FAA with updates regarding its response and status of early resolution efforts to complaints concerning Title VI and related requirements (49 CFR Part 21, Appendix C(b)(3)), including resolution efforts.
- Annually reviews the Airport's Title VI plan and disseminates information throughout staff and the Airport Sponsor's leadership.

- Coordinates data collection to evaluate whether racial or ethnic groups are unequally benefitted or impacted by airport programs. The data will be regularly assessed and readily available upon request (49 CFR § 21.9(b) & (c)). Data collection methods will include optional demographic questions in airport customer satisfaction surveys, customer complaints, airport event sign-in sheets, and bids/proposals for airport contracts, and other methods described in the Airport Community Participation Plan (CPP).
- Maintains demographic data for members of appointed planning and advisory bodies for the Airport. Identifies any disparities compared to the community. Provides information to the membership selecting official/committee, particularly when vacancies occur.
- Maintains a copy of 49 CFR Part 21 for inspection by any person asking for it during normal working hours (49 CFR 21, Appendix C (b)(2)(I)).

See Notice, Compliance reviews, Audits, Lawsuits, and Other Investigations, and Complaints Sections of this Plan.

The coordinator has or requested and received access to the Title VI portion of the FAA Civil Rights Connect System (<u>https://faa.civilrightsconnect.com/</u>).

## **4.** <u>Notice</u> 49 CFR Part 21 Appendix C(b)(2)(ii)

The City of Fresno will conspicuously display the FAA-provided Unlawful Discrimination Poster in all public areas on airport property, including those with pedestrian activity. The Coordinator ensures that these posters are visible, accessible,<sup>2</sup> and maintained. The poster template is available at

https://www.faa.gov/about/office\_org/headquarters\_offices/acr/com\_civ\_support/non\_disc\_p r/ and a completed copy is attached. See Section 15 Appendix.

The City of Fresno has posted the above Title VI policy statement at its staff offices.

The City of Fresno will distribute this Title VI Plan among its employees and airport contractors, concessionaires, lessees, and tenants. This plan will be distributed by March 31, 2024, via email and hardcopy where applicable.

<sup>&</sup>lt;sup>2</sup> For more information about website accessibility, please visit ADA.gov.

Posters are displayed in the terminal and other areas on airport property, including the following public locations:

Terminal/FBO/Concessions/	Quantity in	Quantity in	Additional
Other Locations	Pre-Security	Post-Security	Quantities
Terminal	Area	Area	
Fixed-base Operators	0	0	6

#### Outreach to Affected Communities

The City of Fresno – Airports Department ensures that notices for public meetings reach all segments of the impacted community. The Title VI coordinator will identify effective media platforms to share announcements and notices. Announcements are made in social media, general circulation newspapers, community newspapers, email broadcast, and contacts leaders and representatives in Affected Communities directly to confirm effective media platforms to reach all Affected Communities<sup>3</sup> and provide important feedback on translated materials. The office maintains records of all such notices and the efforts made to reach each of the Affected Communities.

The City of Fresno will create a detailed CPP by March 31, 2024. A copy of the plan will be available at flyfresno.com.

To ensure that the community is effectively informed of and able to participate in public hearings, the City of Fresno – Airports Department includes public notices translated into appropriate languages, including for any language spoken by a significant number or proportion of the Affected Community population that has limited English proficiency (LEP). Such social media postings and notices will include directions for obtaining an interpreter, free of charge, for public hearings. 28 CFR § 42.405(d). See Limited English Proficiency (LEP) Section.

### 5. Community Statistics

Title VI regulations require Federal grant recipients to know their community demographics. See 49 CFR § 21.9(b). By knowing this information, the City of Fresno will be able to identify, understand, and engage with communities. In doing so, the City of Fresno needs to know about communities eligible to be served, actually or potentially affected, benefitted, or burdened by the City of Fresno airport program.

<sup>&</sup>lt;sup>3</sup> We will not subject any persons to discrimination based on race, color, national origin, age, sex, or creed. The term "protected communities" is used within this Title VI Plan to highlight the requirements of Title VI, 49 U.S.C. § 47123, the Age Discrimination Act of 1975, and in some instances, includes low-income populations under Executive Order 12898.

Affected Communities <sup>4</sup>	Population
City of Fresno – 93727 Zip Code	81,018
City of Fresno – 93703 Zip Code	32,267
City of Fresno – 93726 Zip Code	44,102
City of Fresno – 93612 Zip Code	36,742

(Hereafter, the above communities will be referred to collectively as "the Affected Communities").

We have identified the following facts about the Affected Communities:

#### Low Income Communities<sup>5</sup>.

A low-income area is an identifiable group of people living in geographic proximity, whose median household income is at or below the Department of Health and Human Services poverty guidelines. Pursuant to Executive Order 12898, "Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations," the City of Fresno is collecting information about affected and potentially affected low-income communities. According to <u>S1701: Poverty Status in the Past 12 Months</u>], the overall poverty level for the Fresno County is approximately 19.5%. The poverty rate remains high compared with the rest of the State of California (12.1%). The poverty rates for the specific Affected Communities are as follows:

Affected Communities	<b>Poverty Rate</b>
City of Fresno – 93727 Zip Code	17.5%
City of Fresno – 93703 Zip Code	32.3%
City of Fresno – 93726 Zip Code	26.50%
City of Fresno – 93612 Zip Code	14.6%

#### Racial and Ethnic Communities.

Demographic data for race, color, and national origin was evaluated to identify racial and ethnic communities and populations in each Affected Community. The demographic composition by race, color, or national origin for the specific Affected Communities are as follows<sup>6</sup>:

<sup>&</sup>lt;sup>4</sup> "Affected communities" means any readily identifiable group potentially impacted by an airport project or operation, such as the community immediately surrounding a project or a community in the flight path.

<sup>&</sup>lt;sup>5</sup> Low-income data must be collected to assist in our compliance with Environmental Justice requirements (not Title VI requirements). For example, this data will be utilized in our Community Participation Plan (CPP) to help ensure the meaningful involvement of low-income communities in airport programs and activities.

<sup>&</sup>lt;sup>6</sup> Recommend using demographic groups from the U.S. Census.

# Affected Community: 93727 Zip Code

Demographic Group	Number of People in	Percent of Total	
within Affected Community	Minority Group	Affected Community	
		Population	
White	28,207	35%	
Black or African American	4,140	5%	
American Indian or Alaska Native	1,140	1%	
Asian	22,914	28%	
Native Hawaiian or Other Pacific Islander	364	.4%	
Hispanic or Latino	36,644	45%	
Two or more races	14,228	18%	
Some other race alone	10,025	12%	

## **Total Affected Community Population:** 81,018

# Affected Community: 93703 Zip Code Total Affected Community Population: 32,267

Demographic Group	Number of People in	Percent of Total
within Affected Community	Minority Group	Affected Community
		Population
White	10,620	33%
Black or African American	2,666	8%
American Indian or Alaska Native	338	1%
Asian	4,169	%
Native Hawaiian or Other Pacific Islander	23	.4%
Hispanic or Latino	19,784	61%
Two or more races	6,377	20%
Some other race alone	8,074	25%

Demographic Group within Affected Community	Number of People in Minority Group	Percent of Total Affected Community Population
White	20,108	46%
Black or African American	2,345	5%
American Indian or Alaska Native	761	2%
Asian	4,211	10%
Native Hawaiian or Other Pacific Islander	211	.5%
Hispanic or Latino	25,537	58%
Two or more races	8,138	19%
Some other race alone	8,328	19%

#### **Affected Community:** 93726 Zip Code **Total Affected Community Population:** 44,102

#### Affected Community: 93612 Zip Code Total Affected Community Population: 36.742

Total Affected Community Topulation. 563712				
Demographic Group within	Number of People in	Percent of Total		
Affected Community	Minority Group	Affected Community		
		Population		
White	20,688	56%		
Black or African American	1,219	3%		
American Indian or Alaska Native	851	2%		
Asian	2,682	7%		
Native Hawaiian or Other Pacific Islander	75	.2%		
Hispanic or Latino	16,852	46%		
Two or more races	6,578	18%		
Some other race alone	4,649	13%		

### Limited English Proficiency (LEP).

The goal of all language access planning and implementation is to ensure that the City of Fresno communicates effectively with limited English proficient (LEP) individuals. Effective language access requires self-assessment and planning. The next table lists non-English languages<sup>7</sup> that are spoken in LEP households in the Affected Communities. The data source is American Community Survey, Table B16001– Language Spoken at Home by Ability to Speak English for the Population 5 Years and over.

The threshold we have used for identifying the languages with significant LEP populations is the DOT LEP Policy Guidance safe harbor threshold, which is 5% or 1,000, whichever is less.<sup>8</sup> The safe harbor for our community is 1,000. Please refer to the end of this document to find data for all languages in our community.

<sup>&</sup>lt;sup>7</sup> Recommend using language groups from the U.S. Census and using data for the "Speak English less than 'very well" category for each language over the threshold.

<sup>&</sup>lt;sup>8</sup> See the DOT LEP Policy Guidance at <u>https://www.federalregister.gov/d/05-23972/p-133</u>. The safe harbor provisions apply to the translation of written documents only; however, it provides a consistent starting point for identifying significant LEP populations.

Languages Spoken by LEP Population that Meet the Safe Harbor Threshold	Number	Margin of Error
Spanish	123,846	+/-6,036
Chinese (incl. Mandarin, Cantonese)	1,176	+/-549
Tagalog (incl. Filipino)	3,570	+/-1,504
Vietnamese	2,543	+/-1,105
Arabic	1,039	+/-640
Korean	336	+/-282
Laotian	3,757	+/-1,216
Hmong	9,977	+/-2,057

#### See Table B16001: Language Spoken at Home by Ability to Speak English

Frequency of contact with LEP individuals at the Airport and airport-related activities (all languages):

Languages Spoken by LEP Persons	A few times a year (12 or less days a year)	Several times a month (13 to 51 days a year)	At least once a week (52 to 364 days a year)	Every day (365 days a year)
Spanish				Х
Chinese (incl. Mandarin, Cantonese)		Х		
Tagalog (incl. Filipino)	Х			
Vietnamese	Х			
Arabic	Х			
Korean	Х			
Laotian	Х			
Hmong	Х			

Additional languages spoken by significant numbers of LEP persons in the Affected Communities, local schools, emergency service providers, and others, include:

#### **Additional Languages Spoken**

None

This information is updated annually<sup>9</sup> through checking the following resources:

Data Sources for Languages Spoken in Affected Community	Website link to Data Source
U.S. Census Bureau	https://data.census.gov/cedsci/table?q=B16001&tid=ACSDT1Y2019.B16001

<sup>9</sup> Data should be kept up to date, but this plan does not need to be updated for incremental data changes during the Plan's 3-year period.

#### **Beneficiary Diversity**

Demographic information is collected from airport customers, attendees at community meetings, and businesses seeking opportunities at the airport, through voluntary disclosures.

#### **Description of Beneficiary Demographic Information Collection Methods**

- Airports Department conducts occasional surveys of airport guests for customer satisfaction with airport concessions, restroom cleanliness, food offerings, and other elements and services. The survey includes a voluntary request for demographic information.
- The City of Fresno asks for voluntary disclosure of demographic information during bidding and outreach processes.

#### **Staff and Advisory Board Diversity**

Demographic information is collected from airport program employees and members of planning and advisory boards, through voluntary disclosures.

#### Description of Employee and Advisory Board Demographic Information Collection Methods

• Employees are asked to submit voluntary confidential demographic information at time of hiring. Job applicants are asked to submit the same information when submitting their job application through the job application website.

# 6. Potential or Known Community Impacts

Projects or services receiving federal financial assistance have the potential to touch so many aspects of American life. Thus, in general, no City of Fresno activity must have a discriminatory disparate impact on the basis of race, color, national origin (including LEP), sex (including sexual orientation and gender identity), creed, or age. This means that policies or procedures that have a disparate impact would require a well-documented substantial legitimate nondiscriminatory justification, summarized below. Impacts to protected communities must be avoided or minimized to the extent possible. No project with a discriminatory impact on protected communities will be undertaken.<sup>10</sup>

The following airport facilities are already in use or under construction and expected to be in use within the next 3 years:

<b>Existing Airport Facilities</b>	Affected Community Impacted by Operation of the Facility
Runway 11L-29R, 11R-29L	None
Terminal	None
Terminal Parking Lot	None

The following airport facility projects (including all alternatives) are in construction or expected to be in construction within the next 3 years:

<b>Airport Facility Construction Projects</b>	Affected Community Impacted by Construction of the Facility	
International Terminal	None	
Runway 11L-29R Rehabilitation	None	

We have analyzed the above-existing facilities and facility construction projects for disparate impacts on the basis of race, color, or national origin (including LEP) in Affected Communities. The following have disparate impacts: None.

# 7. Limited English Proficiency (LEP)

Executive Order 13166

In creating a Language Assistance Plan, the City of Fresno will consider the volume, proportion, or frequency of contact with LEP persons in determining the appropriate language assistance to provide.

<sup>&</sup>lt;sup>10</sup> In order to carry out an alternative with a discriminatory impact, the airport sponsor must demonstrate that there was a substantial legitimate justification for the decision. The sponsor must also show that alternatives with less discriminatory impacts were meaningfully considered and rejected for legitimate reasons.

In Community Statistics section, we identified the following languages spoken by LEP persons in Affected Communities:

Language
Spanish
Chinese (incl. Mandarin, Cantonese)
Tagalog (incl. Filipino)
Vietnamese
Arabic
Korean
Laotian
Hmong

The City of Fresno also collects data for languages spoken by airport guests.<sup>11</sup> Data sources include:

Data Sources for Languages Spoken by	Website link to Data	
Airport Guests	Source	
Airport language line usage data	www.languageline.com	
Airline-provided data	N/A	
Assumption from flight origin / destination	N/A	
Assistance requests to airport information desks	N/A	

Based on the above data, the following <u>additional</u> languages have been identified as likely to be spoken by LEP airport guests: None.

The Title VI Coordinator will also actively engage with community educators, community groups, places of work, business groups, social groups, and the like to confirm that translation and interpretation services are accurate and effective. Additionally, the Title VI Coordinator will inform the leadership and staff of the City of Fresno of the responsibility to provide language access. We have made the following plans to provide translation services free of charge to ensure that individuals with LEP have access to the benefits of the Airport:

#### **Translation Services:**

- All written notices contain a statement in the identified languages, when appropriate, of how to receive translated written materials.
- The following vendors have been identified for written translations: none.
- Information regarding translation services can be obtained at:

Location for Translation Assistance	Languages	
Airport Administration Front Desk	Spanish	
Airport website translation view	All languages	

<sup>&</sup>lt;sup>11</sup> We aim to provide appropriate language assistance services to every LEP person encountered. This includes instances when LEP statistical data for a particular language was not available beforehand, or the safe harbor threshold for written translation was not met.

#### **Interpretation Services:**

- The following vendors have been identified for interpretation services: none.
- Information regarding interpretation services can be obtained at: none.

Location for Interpretation Assistance	Languages
1. Airport Administration Front Desk	Spanish (8 a.m. – 5 p.m.)
2. Airport Information Desks	Spanish (8 a.m. – 8 p.m.)
<ol> <li>Instant Language Assistance (ILA) Available: Information Desk, Communications, Operations (mobile devices)</li> </ol>	140+ Languages (24/7)

#### **Description of Interpretation Assistance Processes**

• Airport Administration Front Desk maintains a list of multilingual employees, the languages they speak, and their associated office telephone numbers. The list indicates whether each employee is proficient in providing interpretation and/or translation services. These employees are available to assist members of the public with verbal real-time interpretation, during normal business hours.

# 8. Transportation

49 Part CFR 21 Appendix C (a)(1)(ix)

In the Community Statistics section of this plan, we identified Affected Communities and provided demographic and related data for the community populations. The minority and disadvantaged community areas located within the Affected Communities are identified below. Other minority and disadvantaged community areas that are near the airport but not within Affected Communities are also identified below.

We have coordinated with Fresno Area Express Bus Rapid Transit (FAX) and Yosemite Area Regional Transit Service (YARTS) to encourage them to provide transit service access between the Airport and these areas.

The following chart identifies existing and planned transit services connecting the Airport employment centers with the identified minority and disadvantaged community areas:

Minority and/or Disadvantaged Community Areas	Transit Service	Planned or Existing
FAX - Fresno Area Express	Fixed-route buses	Existing
FAX Accessibility / Handy Ride	Paratransit vans	Existing
Yosemite Area Regional Transit Service (YARTS)	Fixed-Route Buses	Existing - Seasonal

# 9. Minority Businesses

49 CFR 21 Appendix C (a)(1)(x)

Bids for airport concessions and other business opportunities are solicited from area minority and woman-owned businesses through the following methods:

Airport Business Opportunity	<b>Minority Business Outreach Methods</b>
Public Works Contracts <i>These</i> <i>include all construction</i> <i>contracts; those with FAA</i> <i>funding and locally-funded</i> <i>procurements.</i>	<ul> <li>FAT advertises business opportunities via the City of Fresno's Purchasing Department website at https://pbsystem.planetbids.com/portal/14769/portal-home.</li> <li>It is the City's goal to ensure nondiscrimination in the award of all contracts; they create a level playing field for minority and women owned business to compete fairly; they help remove barriers; they assist the development of firms to compete successfully in the marketplace, and they provide outreach to local firms and encourage certification and participation. Opportunities are also advertised in the business journal (electronic), Central California Builders Exchange, the Airport's website, AAAE and special notification of bid opportunities is made to the local affiliate of the Minority Business Development Agency Business Center.</li> <li>If any of the business opportunities have Disadvantage Business Enterprise (DBE) goals, they will be post at: https://faa.dbesystem.com.</li> </ul>

Selections are in compliance with Title VI, Part 21, and related requirements. Information on the award process and documentation for specific bid decisions is kept with the City of Fresno – Purchasing Division.

# 10. Training

New employee orientation incorporates Title VI training. Topics include:

- Title VI and related laws prohibit discrimination on the basis of race, color, national origin (including LEP), sex (including sexual orientation and gender identity), creed, or age.
- Title VI complaints must be forwarded to the Coordinator.
- Protections against retaliation for filing civil rights complaints or related actions.
- Title VI notices must be displayed throughout the Airport public facilities.
- All contracts must include Title VI clauses.
- Language interpretation and translation services.
- Cultural and community relations sensitivity training.
- Anti-harassment training.

Refresher information will be provided annually.

# 11. Compliance Reviews, Audits, Complaints, Lawsuits, and **Other Investigations**

FAA Notification. The Coordinator will notify FAA of any pending investigations and reviews, including:

- Compliance reviews or audits concerning civil rights requirements<sup>12</sup>
- Complaints, lawsuits, or other investigations alleging noncompliance with civil rights requirements<sup>13</sup>

As discussed in the Title VI Complaints Section, Title VI complaints must be forwarded to FAA contacts within 15 days of receipt. For all other civil rights investigations, the City of Fresno must notify FAA contacts of any new investigations prior to grant execution.

At regular intervals, the Coordinator will provide FAA contacts with status updates for the investigations and reviews, until completed. For each existing investigation or review completed within 5 years of this plan, the Coordinator will also provide a statement about the outcome, unless previously provided.

**12.** <u>**Title VI Complaints**</u> 49 CFR 21.11; 49 CFR 21 Appendix C (b)(3); 28 CFR 42.406(d)

Scope. These procedures are for complaints of discrimination under Title VI and related laws (hereafter "Title VI Complaints." In order to be a Title VI Complaint, the complaint must:

- 1. Allege discrimination on the basis of race, color, national origin (including LEP), sex (including sexual orientation and gender identity), creed, or age or violations administrative requirements under Title VI or related laws.
- 2. Not only be for employment matters<sup>14</sup>
- 3. Allege misconduct by the City of Fresno, including airport employees, contractors, concessionaires, lessees, or tenants.
- 4. Concerning an airport facility or actions by the City of Fresno including airport employees, contractors, concessionaires, lessees, or tenants.

<sup>&</sup>lt;sup>12</sup> Includes any Title VI, ADA, Sec. 504, Title VII/EEO, or other civil rights program compliance review or audit to be performed on the airport sponsor or any of its sub-recipients by any State, local or Federal agency.

<sup>&</sup>lt;sup>13</sup> Includes allegations of discrimination based on race, color, national origin (including LEP), sex (including sexual orientation and gender identity), creed, or age, whether because of actions of the airport sponsor itself, or its employees, contractors, or tenants. Includes noncompliance with related administrative requirements under civil rights laws.

<sup>&</sup>lt;sup>14</sup> Complaints of employment discrimination must be addressed as required by EEOC and other applicable authorities with jurisdiction over employment matters. If an airport sponsor employment activity is supported by FAA-provided financial assistance or it is alleged that the employment discrimination affects the broader airport program, complaints about that activity must also be reported to FAA.

<u>Rights</u>. Any person who believes that he or she has been subjected to discrimination on the basis of race, color, national origin (including LEP), sex (including sexual orientation and gender identity), creed, or age has the right to file a complaint with the City of Fresno.

Alternatively, they can file a formal complaint with an outside agency, such as the U.S. Departments of Justice or Transportation, or the Federal Aviation Administration (FAA), or seek other legal remedies.

<u>Receipt of Complaint</u>. The coordinator will log in the complaint and promptly send copies of the complaint to the City of Fresno Attorney's office and the Airport Director.

Complaints must be filed within 180 days of the discriminatory event, must be in writing, and must be delivered to:

Cristal De La Torre; Airport Projects Manager 4995 E. Clinton Way Fresno, CA 93727-1525 Phone: 559 621-4534 Email: cristal.delatorre@fresno.gov

If a complaint is initially made by phone, it must be supplemented with a written complaint before 180 days after the discriminatory event has passed. If a verbal complaint is received, the complainant should be given a copy of the Airport Discrimination Complaint Procedures and instructed to submit a written complaint. Accommodation will be provided upon request to individuals unable to file a written complaint due to a disability.

<u>Initial Procedure</u>. The coordinator may meet with the complainant to clarify the issues, obtain additional information, and determine if informal resolution might be possible in lieu of an investigation. If successfully resolved, the Coordinator will issue a closure letter to the complainant, record the disposition in the complaints log, and report the resolution to FAA.

#### **Discrimination Complaint Referral Procedure**

Internal Complaint Referral. All Title VI complaints must be promptly forwarded to the coordinator within 48 hours.

<u>Initial FAA Notification</u>. A copy of each Title VI complaint will be forwarded to the FAA within 15 days of initial receipt (not the date that the Coordinator was notified). The coordinator will forward a copy of the complaint and a statement describing all actions taken to resolve the matter, and the results thereof to the FAA Civil Rights staff. (Note: complaints based on disability do not have to be forwarded to FAA.) To transmit complaint information to the FAA,

The coordinator will email the FAA Office of Civil Rights analyst(s), as well as upload the relevant information to the FAA Civil Rights Connect System. The Coordinator will also seek technical assistance from FAA, as needed, throughout complaint intake, investigation and resolution process.

#### **Investigation Procedure**

<u>Assignment of Investigator</u>. The coordinator will immediately begin the investigation or designate an investigator.

<u>Cooperation with FAA</u>. The coordinator will promptly investigate all Title VI complaints, including those referred by the FAA for investigation. If the FAA is investigating a complaint against the City of Fresno, the Coordinator will avoid interfering with the FAA investigation, cooperate with the FAA when needed, and share factual information with the FAA.

<u>Prompt Investigation</u>. The coordinator will make every effort to complete the discrimination complaint investigations within 60 calendar days after the complaint is received. Some investigations may take longer with a justification for the delay and assurance that the investigation is being completed as quickly as possible.

<u>Contact with Complainant</u>. The coordinator will meet with the complainant, to clarify the issues and obtain additional information, and also speak with community members and potential witnesses as appropriate.

<u>Investigation Report</u>. After completing the investigation, the coordinator will prepare a written report.

<u>Consultation with Legal Counsel</u>. In each case, the coordinator will consult with Legal Counsel regarding the investigation and the report. Airport Legal Counsel will ensure that the report is consistent with the DOT and FAA Title VI nondiscrimination requirements.

<u>Prompt Resolution of Disputes</u>. The coordinator will emphasize voluntary compliance and quickly and fairly resolve disputes with complainants, or with contractors, tenants, or other persons, through alternate dispute resolution, such negotiation, and/or informal mediation.

<u>Forwarding Report and Response to Complainant</u>. At the completion of the investigation, the complainant and respondent will receive a letter of findings and determination of the investigation and any applicable resolution. The letter transmitting the findings and any applicable resolution will state the City of Fresno's conclusion regarding whether unlawful discrimination occurred and will describe the complainant's appeal rights. A summary of the investigation report, any appeal, or follow-up actions will be sent to the FAA via the FAA Civil Rights Connect System.

<u>Appeal Rights.</u> The complainant must be notified of their right to appeal the findings or determinations, and of the procedures and requirements for an appeal:

- The complainant may appeal in writing to the Airport's Director.
- The written appeal must be received within 10 business days after receipt of the written decision.
- The written appeal must contain all arguments, evidence, and documents supporting the basis for the appeal.
- The Airport Director will issue a final written decision in response to the appeal.

<u>Avoiding Future Discrimination</u>. In addition to taking action with respect to any specific instances of discrimination, the City of Fresno will identify and implement measures to reduce the chances of similar discrimination in the future.

<u>Intimidation and Retaliation Prohibited</u>. City of Fresno employees, contractors, and tenants will not intimidate or retaliate against a person who has filed a complaint alleging discrimination.

For information on filing a complaint with DOT/FAA, please contact:

Cristal De La Torre Phone: 559 621-4534 Email: cristal.delatorre@fresno.gov

This complaint procedure is shared with the public through the following methods:

#### Website, In-person, and Other Distribution Methods

1 Airport website, https://flyfresno.com/contact-us/

# 13. <u>Population / Language Data</u>

See following pages.

	Fresno County, California	
Label	Estimate	Margin of Error
Total:	895,282	±516
Speak only English	496,153	±9,936
Spanish or Spanish Creole:	309,247	±8,833
Speak English "very well"	185,401	±7,625
Speak English less than "very well"	123,846	±6,036
French (incl. Patois, Cajun):	633	±337
Speak English "very well"	593	±333
Speak English less than "very well"	40	±66
French Creole:	0	±201
Speak English "very well"	0	±201
Speak English less than "very well"	0	±201
Italian:	1,100	±600
Speak English "very well"	1,020	±603
Speak English less than "very well"	80	±77
Portuguese or Portuguese Creole:	1,136	±681
Speak English "very well"	991	±625
Speak English less than "very well"	145	±138
German:	1,724	±886
Speak English "very well"	1,615	±858
Speak English less than "very well"	109	±105
Yiddish:	0	±201
Speak English "very well"	0	±201
Speak English less than "very well"	0	±201
Other West Germanic languages:	561	±493
Speak English "very well"	512	±423
Speak English less than "very well"	49	±83
Scandinavian languages:	391	±625
Speak English "very well"	391	±625
Speak English less than "very well"	0	±201
Greek:	201	±154
Speak English "very well"	161	±135
Speak English less than "very well"	40	±66
Russian:	1,525	±960
Speak English "very well"	1,193	±889
Speak English less than "very well"	332	±326
Polish:	279	±354
Speak English "very well"	210	±336
Speak English less than "very well"	69	±113
Serbo-Croatian:	0	±201
Speak English "very well"	0	±201
Speak English less than "very well"	0	±201
Other Slavic languages:	42	±71
Speak English "very well"	42	±71
Speak English less than "very well"	0	±201
Armenian:	2,145	±1,333

	Fresno County, California	
Label	Estimate	Margin of Error
Speak English "very well"	1,314	±863
Speak English less than "very well"	831	±594
Persian:	1,802	±1,345
Speak English "very well"	1,159	±1,186
Speak English less than "very well"	643	±514
Gujarati:	30	±49
Speak English "very well"	30	±49
Speak English less than "very well"	0	±201
Hindi:	1,079	±1,033
Speak English "very well"	704	±598
Speak English less than "very well"	375	±530
Urdu:	35	±59
Speak English "very well"	35	±59
Speak English less than "very well"	0	±201
Other Indic languages:	14,893	±4,587
Speak English "very well"	6,849	±2,592
Speak English less than "very well"	8,044	±2,577
Other Indo-European languages:	781	±883
Speak English "very well"	781	±883
Speak English less than "very well"	0	±201
Chinese:	2,149	±819
Speak English "very well"	973	±494
Speak English less than "very well"	1,176	±549
Japanese:	1,032	±471
Speak English "very well"	379	±306
Speak English less than "very well"	653	±403
Korean:	820	±547
Speak English "very well"	484	±363
Speak English less than "very well"	336	±282
Mon-Khmer, Cambodian:	3,971	±1,912
Speak English "very well"	2,525	±1,338
Speak English less than "very well"	1,446	±823
Hmong:	24,188	±4,589
Speak English "very well"	14,211	±3,290
Speak English less than "very well"	9,977	±2,057
Thai:	337	±384
Speak English "very well"	74	±124
Speak English less than "very well"	263	±327
Laotian:	8,305	±2,448
Speak English "very well"	4,548	±1,740
Speak English less than "very well"	3,757	±1,216
Vietnamese:	4,649	±1,760
Speak English "very well"	2,106	±1,112
Speak English less than "very well"	2,543	±1,105
Other Asian languages:	940	±777

Table: ACSDT1Y2015.B160	01
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	Fresno County, California		
Label	Estimate	Margin of Error	
Speak English "very well"	682	±555	
Speak English less than "very well"	258	±272	
Tagalog:	8,384	±2,364	
Speak English "very well"	4,814	±1,783	
Speak English less than "very well"	3,570	±1,504	
Other Pacific Island languages:	1,136	±858	
Speak English "very well"	1,136	±858	
Speak English less than "very well"	0	±201	
Navajo:	107	±126	
Speak English "very well"	107	±126	
Speak English less than "very well"	0	±201	
Other Native North American languages:	97	±123	
Speak English "very well"	97	±123	
Speak English less than "very well"	0	±201	
Hungarian:	78	±94	
Speak English "very well"	78	±94	
Speak English less than "very well"	0	±201	
Arabic:	3,944	±1,997	
Speak English "very well"	2,905	±1,854	
Speak English less than "very well"	1,039	±640	
Hebrew:	0	±201	
Speak English "very well"	0	±201	
Speak English less than "very well"	0	±201	
African languages:	463	±477	
Speak English "very well"	394	±462	
Speak English less than "very well"	69	±117	
Other and unspecified languages:	925	±847	
Speak English "very well"	410	±453	
Speak English less than "very well"	515	±526	

	Fresno County, California						
	Total		Below poverty level		Percent below poverty level		
Label	Estimate	Margin of Error	Estimate	Margin of Error	Estimate	Margin of Error	
Population for whom poverty status							
is determined	996,291	±2,946	194,559	±13,963	19.5%	±1.4	
AGE							
Under 18 years	281,525	±1,374	77,007	±7,349	27.4%	±2.6	
Under 5 years	70,962	±746	19,213	±2,829	27.1%	±4.0	
5 to 17 years	210,563	±1,315	57,794	±5,952	27.4%	±2.8	
Related children of							
householder under 18 years	280,331	±1,522	76,146	±7,352	27.2%	±2.6	
18 to 64 years	589,619	±2,456	99,809	±7,569	16.9%	±1.3	
18 to 34 years	243,358	±1,413	47,691	±4,173	19.6%	±1.7	
35 to 64 years	346,261	±1,729	52,118	±4,702	15.1%	±1.4	
60 years and over	174,843	±3,407	23,037	±2,563	13.2%	±1.5	
65 years and over	125,147	±754	17,743	±2,278	14.2%	±1.8	
SEX							
Male	495,115	±2,852	88,059	±7,883	17.8%	±1.6	
Female RACE AND HISPANIC OR LATINO ORIGIN	501,176	±1,311	106,500	±7,873	21.3%	±1.6	
White alone	330,485	±10,784	45,201	±6,797	13.7%	±1.9	
Black or African American alone	41,602	±2,824	12,447	±3,260	29.9%	±7.2	
American Indian and Alaska							
Native alone	12,402	±2,666	2,641	±1,318	21.3%	±9.3	
Asian alone	110,065	±3,742	15,444	±3,919	14.0%	±3.5	
Native Hawaiian and Other							
Pacific Islander alone	Ν	N	N	N	N	N	
Some other race alone	214,450	±14,507	53,528	±8,814	25.0%	±3.6	
Two or more races	285,498	, ±16,511	64,639	±8,362	22.6%	±2.6	
Hispanic or Latino origin (of any	,	- / -	- ,	-,			
race)	546,320	±1,394	130,387	±12,337	23.9%	±2.3	
White alone, not Hispanic or	0.0,020			,,			
Latino	262,022	±3,116	27,974	±4,424	10.7%	±1.7	
EDUCATIONAL ATTAINMENT	202,022		27,57	,	2017/0		
Population 25 years and over	621,311	±2,347	96,346	±7,219	15.5%	±1.2	
Less than high school graduate	128,961	±5,648	35,441	±3,657	27.5%	±2.5	
High school graduate (includes							
equivalency)	152,310	±6,923	27,594	±3,666	18.1%	±2.3	
Some college, associate's							
degree	189,145	±6,323	24,174	±3,417	12.8%	±1.7	
Bachelor's degree or higher	150,895	±5,381	9,137	±1,651	6.1%	±1.1	
EMPLOYMENT STATUS				· · ·			

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	Fresno County, California						
	Total		Below poverty level		Percent below poverty level		
Label	Estimate	Margin of Error	Estimate	Margin of Error	Estimate	Margin of Error	
Civilian labor force 16 years and							
over	460,538	±6,997	46,976	±4,632	10.2%	±1.0	
Employed	418,925	±7,386	33,107	±4,038	7.9%	±1.0	
Male	232,446	±5,682	15,791	±2,626	6.8%	±1.1	
Female	186,479	±5,068	17,316	±2,561	9.3%	±1.4	
Unemployed	41,613	±3,704	13,869	±2,564	33.3%	±5.0	
Male	19,309	±2,371	6,060	±1,606	31.4%	±6.5	
Female	22,304	±2,881	7,809	±1,675	35.0%	±6.4	
WORK EXPERIENCE							
Population 16 years and over	748,340	±3,302	126,042	±9,079	16.8%	±1.2	
Worked full-time, year-round in							
the past 12 months	287,702	±7,767	11,011	±2,267	3.8%	±0.8	
Worked part-time or part-year	- , -	, -	7-	, -			
in the past 12 months	176,829	±8,263	32,020	±3,689	18.1%	±2.0	
Did not work	283,809	±7,670	83,011	±6,615	29.2%	±1.9	
ALL INDIVIDUALS WITH INCOME	203,003	_7,070	00,011	_0,010	23.270		
BELOW THE FOLLOWING POVERTY							
RATIOS							
50 percent of poverty level	93,809	±9,340	(X)	(X)	(X)	(X)	
125 percent of poverty level	244,659	±13,696	(X) (X)	(X) (X)	(X) (X)	(X) (X)	
150 percent of poverty level	295,061	±13,864	(X) (X)	(X) (X)	(X) (X)	(X) (X)	
185 percent of poverty level	362,934	±15,118	(X) (X)	(X) (X)	(X) (X)	(X) (X)	
200 percent of poverty level	398,000						
	,	±15,690	(X)	(X)	(X)	(X)	
300 percent of poverty level	569,785	±16,296	(X)	(X)	(X)	(X)	
400 percent of poverty level	685,014	±14,169	(X)	(X)	(X)	(X)	
500 percent of poverty level	777,906	±10,335	(X)	(X)	(X)	(X)	
UNRELATED INDIVIDUALS FOR							
WHOM POVERTY STATUS IS							
DETERMINED	152,155	±6,958	45,750	±3,958	30.1%	±2.1	
Male	76,327	±5,253	20,705	±2,627	27.1%	±2.9	
Female	75,828	±4,870	25,045	±3,028	33.0%	±3.3	
15 years	49	±84	0	±218	0.0%	±100.0	
16 to 17 years	1,041	±540	861	±462	82.7%	±24.5	
18 to 24 years	14,069	±2,882	7,580	±1,816	53.9%	±6.8	
25 to 34 years	35,419	±3,835	10,291	±2,098	29.1%	±4.7	
35 to 44 years	22,438	±2,964	6,586	±1,836	29.4%	±7.1	
45 to 54 years	20,537	±2,481	4,964	±1,163	24.2%	±5.5	
55 to 64 years	22,641	±2,554	6,810	±1,400	30.1%	±5.5	
65 to 74 years	19,562	±1,884	4,382	±1,077	22.4%	±4.9	
75 years and over	16,399	±1,770	4,276	±1,028	26.1%	±5.6	
Mean income deficit for unrelated							
individuals (dollars)	8,914	±461	(X)	(X)	(X)	(X)	

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#### Table: ACSST1Y2021.S1701

	Fresno County, California					
	Total		Below poverty level		Percent below poverty level	
Label	Estimate	Margin of Error	Estimate	Margin of Error	Estimate	Margin of Error
Worked full-time, year-round in the past 12 months	57,943	±5,109	2,034	±774	3.5%	±1.3
Worked less than full-time, year-						
round in the past 12 months	34,012	±3,618	11,120	±1,984	32.7%	±5.0
Did not work	60,200	±4,274	32,596	±3,388	54.1%	±3.4
Population in housing units for whom poverty status is determined	992,435	±3,068	191,979	±13,979	19.3%	±1.4

# 14. <u>Completed Unlawful Discrimination Poster</u>

See next page.



**Unlawful Discrimination** 

It is unlawful for airport operators and their lessees, tenants, concessionaires and contractors to discriminate against any person because of race, color, national origin, sex, creed, or disability in public services and employment opportunities. Allegations of discrimination should be promptly reported to the Airport Manager or:

Federal Aviation Administration Office of Civil Rights, ACR-1 800 Independence Avenue, S.W. Washington, D.C. 20591

Federal regulations on unlawful discrimination are available for review in the Airport Manager's Office.

Coordinator: Cristal De La Torre, Title VI & ADA Coordinator Phone: 559 621-4534 Address: 4995 E. Clinton Way Fresno, CA 93727-1525 E-mail: <u>FATcivilrights@fresno.gov</u> <u>FATTADA@fresno.gov</u>

### **Discriminacion Ilegal**

Se prohibe a los operadores de aeropuertos y a sus arrendatarios, inquilinos, concesionarios y contratistas discriminar contra cualquier persona por motivo de raza, color, nacionalidad de origen, sexo, creencias religiosas, impedimento físico o discapacidad en lo que respecta a servicios públicos y oportunidades de empleo. Las alegaciones de discriminación deberán ser dirigidas inmediatamente al Administrador del Aeropuerto o a:

> Federal Aviation Administration Office of Civil Rights, ACR-1 800 Independence Avenue, S.W. Washington, D.C. 20591

Los reglamentos sobre discriminación ilegal están a la disposición de los interesados para su examen en la oficina del Administrador del Aeropuerto.

Coordinadora: Cristal De La Torre, Coordinadora del Título VI & ADA Teléfono: 559 621-4534 Domicilo: 4995 E. Clinton Way Fresno, CA 93727-1525 Correo Eléctronico: <u>FATcivilrights@fresno.gov</u>



FATADA@fresno.gov

U.S. Department of Transportation Federal Aviation Administration