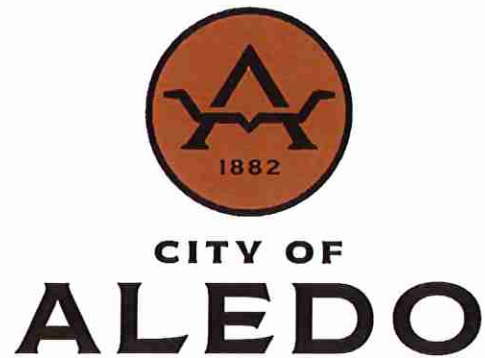




City of Aledo Title VI Plan

October 2026

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Introduction

Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, or national origin in any program or activity receiving federal financial assistance. Several other federal legal authorities supplement Title VI by extending protections based on age, sex, and disability. In addition, the Civil Rights Restoration Act of 1987 clarified Title VI enforcement by mandating that Title VI requirements apply to all programs and activities of federal-aid recipients regardless of whether any particular program or activity involves federal funds. Taken together, these laws require recipients and subrecipients of federal funds to ensure all programs and services are delivered to the public without discrimination.

City of Aledo, as a recipient of federal financial assistance, will ensure full compliance with Title VI of the Civil Rights Act of 1964; 49 C.F.R. Part 21 (Department of Transportation Regulations for the Implementation of Title VI of the Civil Rights Act of 1964); 49 C.F.R. Part 21; and related statutes and regulations. City of Aledo acknowledges it is subject to and will comply with Federal Highway Administration Title VI Assurances.

This plan explains how City of Aledo incorporates the requirements of Title VI and related legal authorities into its operations. The plan will be used as a reference for City of Aledo and an informational resource for the public. The plan will be updated every three years to reflect changes in Title VI compliance operations.

Discrimination under Title VI

It is the responsibility of every City of Aledo employee to prevent, minimize, and eradicate any form of discrimination. There are two types of discrimination prohibited under Title VI and its related statutes: (1) disparate treatment that alleges similarly situated persons are treated differently because of their race, color, or national origin (i.e., intentional discrimination); and (2) disparate impact/effects when a facially neutral policy, procedure, or practice results in different or inferior services or benefits to members of a protected group. The focus of disparate impact is on the consequences of a decision, policy, or practice rather than the intent.

Prohibited forms of discrimination may include, but not be limited to, the following:

- The denial of services, financial aid, or other benefits provided under a program;
- Distinctions in the quality, quantity, or manner in which a benefit is provided;
- Segregation or separation of persons in any part of the program;
- Restriction in the enjoyment of any advantages, privileges, or other benefits provided to others;
- Differing standards or requirements for participation;
- Methods of administration that directly or indirectly, or through contractual relationships would defeat or impair the accomplishment of effective nondiscrimination; or
- Discrimination in any activities or services related to a highway, infrastructure or facility built or repaired in whole or in part with federal funds.

City of Aledo efforts to prevent such discrimination must address, but not be limited to, how a program or activity:

- Impacts the public;
- Provides accessibility;
- Provides equal access to benefits;
- Encourages participation;
- Provides services equitably;
- Initiates contracting and training opportunities;
- Investigates complaints;
- Allocates funding; and
- Prioritizes projects.

Authorities

The authorities applicable to City of Aledo Title VI/Nondiscrimination Program include:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. §2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin);
- 49 CFR Part 21 (entitled Nondiscrimination in Federally-Assisted Programs of the Department of Transportation-Effectuation of Title VI of The Civil Rights Act of 1964);
- 23 CFR Part 200 (FHWA's Title VI/Nondiscrimination Regulation);
- 28 CFR Part 50.3 (U.S. Department of Justice Guidelines for Enforcement of Title VI of the Civil Rights Act of 1964); and,
- Texas Administrative Code §9.4, Civil Rights – Title VI Compliance

Title VI Policy Statement

It is the policy of City of Aledo that no person shall on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination in any operation of City of Aledo as provided by Title VI of the Civil Rights Act of 1964 and related statutes.

This policy applies to all operations of City of Aledo, including its contractors and anyone who acts on behalf of City of Aledo. This policy also applies to the operations of any department or agency to which City of Aledo extends federal financial assistance. Federal financial assistance includes grants, training, use of equipment, donations of surplus property, and other assistance.

The nondiscrimination statement for signature by Candice Edmondson, City Manager, is included as Attachment 1.

Standard DOT Assurances

The U.S. DOT requires that federal financial assistance be provided on the condition that the recipient provides an assurance that its programs and activities will be conducted in compliance with Title VI of the Civil Rights Act of 1964. The requirement is located at 49 CFR 21.7(a). To support the implementation of this requirement, the U.S. DOT provided an assurances agreement in U.S. DOT Order 1050.2A that federal fund recipients and subrecipients must sign as a condition of receiving federal financial assistance.

The assurances agreement provides specific non-discrimination language, City of Aledo, is required to include in bid solicitations or requests for proposal, contracts, and real estate agreements. City of Aledo is committed to ensuring the necessary language is used as prescribed in the assurances agreement.

In accordance with this requirement, City of Aledo will sign the U.S. DOT Standard Title VI/Non- Discrimination Assurances and Appendices. The documents are attached as Attachment 2 and Attachment 3.

Organization and Staffing

Candice Edmondson, City Manager is ultimately responsible for assuring full compliance with the provisions of Title VI of the Civil Rights Act of 1964 and related statutes and has directed that non-discrimination is required of all agency employees, contractors, and agents pursuant to 23 C.F.R. Part 200 and 49 C.F.R. Part 21.

City of Aledo has assigned Travis Askins, Director of Public Works, to perform the duties of the Title VI Coordinator and ensure implementation of the agency's Title VI program. The position of Director of Public Works is located within the Public Works Department.

The Title VI Coordinator is responsible for:

- Maintaining and updating the Title VI plan on the agency's behalf;

- Ensuring relevant agency staff receive necessary Title VI training;
- Ensuring prompt processing of Title VI complaints and referral to Texas Department of Transportation;
- Developing procedures for the collection and analysis of statistical data;
- Developing a program to conduct Title VI reviews of program areas; and
- Developing Title VI information for dissemination internally and externally;

For Title VI Program administration, Travis Askins reports directly to Candice Edmondson, City Manager. The City Manager is ultimately responsible for administration and oversight of the City's Title VI Program. Department staff will implement the Title VI responsibilities assigned to their programs and provide implementation records to the Coordinator.



Primary Program Area Descriptions & Review Procedures

The City of Aledo engages in the following program areas:

Program Area and General Description	Title VI/Non-Discrimination Concerns and Responsibilities	Review Procedures for Ensuring Non-Discrimination
Public Works/Right of Way: Issues public right of way permits for construction, transportation, business, and other activities. Coordinates relocation of citizens whose property has been acquired for a right of way. Public Works administers street/right-of-way maintenance, drainage, utility work, and relevant project coordination.	Public right of way permits and relocations must not create unfair burdens. Collecting demographic data from property owners who may be subject to right of way activities. Ensuring property owners impacted by right of way activities are made aware of their right to be free from discrimination on the basis of race, color, or national origin under Title VI of the Civil Rights Act of 1964.	Reviewing permits and relocations to ensure nondiscrimination. Ensure demographic data is part of necessary right of way templates or forms. Ensure Title VI notice is consistently provided to property owners impacted by right of way activities.
Contracting: Develops and manages contracts and contracting opportunities, including specifications, bidding process, and contract execution.	Maintaining an open and fair bidding process for all contracts. Ensure Title VI Assurances appendices are included in contracts as specified within the assurances document.	Reviewing contracts for necessary Title VI language. Reviewing any available data on contract recipients to ensure nondiscrimination in contracting. Reviewing bidding procedures to ensure nondiscrimination and equal opportunity.

Program Area and General Description	Title VI/Non-Discrimination Concerns and Responsibilities	Review Procedures for Ensuring Non-Discrimination
Planning/Development: Short-term and long-term planning of transportation projects. Staff coordinate planning decisions, hearings, and public engagement. Acquisition/relocation responsibilities apply when the city undertakes those activities.	Ensuring comprehensive public participation to ensure all stakeholders have a chance to voice their opinions. Collecting demographic data from public engagement activities regarding demographics of public participants. Providing language access as needed.	Review planning decisions to ensure nondiscrimination. Reviewing public engagement activities periodically to determine whether engagement opportunities were offered to all communities. Documenting language access requests.
Public Engagement: Coordinates public engagement activities for planning and project development, as well as relationship-building engagement activities.	Comprehensive public participation to ensure all stakeholders have an opportunity to voice their opinions. Collecting demographic data from public engagement activities regarding demographics of public participants. Providing language access as needed. Disseminating Title VI information to the public to ensure they are aware of their rights to be free from discrimination.	Reviewing public engagement activities periodically to determine whether engagement opportunities were offered to all communities. Documenting language access requests.
Maintenance: Services roadways and right of ways, including, but not limited to, providing: Repair Signage Drainage Snow and ice removal	Ensuring no communities are subject to a disparate lack of maintenance services based on a protected class.	Reviewing resources provided to the community and determining whether any protected class communities have disproportionately benefited or been harmed by the delivery of maintenance services.

Additional Aledo Program Areas

Program Area and General Description	Title VI/Non-Discrimination Concerns and Responsibilities	Review Procedures for Ensuring Non-Discrimination
Planning, development, permitting, and code enforcement	Use consistent application review, inspections, enforcement criteria, and fee schedules; provide meaningful access to forms, hearing information, and decisions.	Review forms, timelines, approvals/denials, inspection and enforcement records by location and program; compare similarly situated applicants; document language access and correction of disparities.
Customer services, utility billing, and municipal court public access	Provide consistent service and access to public information. Use the appropriate court process and qualified interpretation for legal proceedings; do not substitute Title VI referral for court remedies.	Review customer-service and billing interactions, forms, outreach, service outcomes, and complaints; coordinate access concerns with responsible officials without interfering with judicial functions.
Community services, library, and public information	Provide equitable access to library and community programs and information; avoid discriminatory eligibility or service practices.	Review service locations, participation, outreach, voluntary survey information, assistance requests, and complaints. Compare service coverage with Census demographics.
Police and public safety services	Provide nondiscriminatory public access, service communications, and language assistance; route other civil-rights matters through the appropriate authority.	Review public-facing notices and service-access complaints, interpretation requests, and available geographic service data; coordinate with the responsible department.

The Title VI Coordinator will review these program areas at least annually with responsible department staff, record findings and corrective actions, and verify completion. Reviews cover all public-facing programs, services, projects, and activities, including services performed on the City's behalf by contractors and consultants. Required nondiscrimination provisions will be included in covered solicitations, contracts, subcontracts, and real-property instruments as prescribed by the assurances and appendices.

Data Collection and Analysis

The City will collect, retain, and analyze statistical data to evaluate participation, decision making, benefits, burdens, and equitable service delivery. The Coordinator will coordinate with each program to obtain data on race, color, national origin, and applicable related protections such as age, sex, and disability. Sources include Census/ACS data, voluntarily supplied participant information, administrative records, surveys, complaints, and language-assistance logs.

Staff will explain that public demographic questionnaires are voluntary, identify their nondiscrimination purpose, allow “prefer not to answer,” and provide assistance. Refusing a questionnaire will not affect access to a service or meeting. Staff will not infer race, national origin, or disability from names, appearance, or language. Color-specific concerns will be documented through voluntary reports and complaint information because Census data do not separately measure skin color.

Program Area	Type of Data Collected & Process for Collecting	Purpose for Collecting the Data
Public Works/Right of Way	Collecting demographic data from property owners who may be subject to right of way activities by including inputs for demographic data on the field title report form. Compare maintenance work orders, service locations, response/completion times, and resources with neighborhood demographics.	Ensuring activities do not disproportionately affect individuals or groups based on a protected class status. Right-of-way permit records will also be reviewed for consistent treatment. Demographic questions will not be a condition of receiving services.
Finance/Contracting	Identifying contractors who are a: Disadvantaged Business Enterprise (DBE) Historically Underutilized Business (HUB) Small Business Enterprise (SBE) Procurement staff will maintain bidder/award records and available DBE/HUB/SBE certifications. When right-of-way acquisition is undertaken, project staff will include voluntary demographic inputs in the field title report or the equivalent affected-owner record.	Ensuring equal opportunity in contracting to all individuals and groups.
Planning	Reviewing data from the U.S. Census Bureau and other credible sources to determine demographic make-up of the local community. Planning and public engagement staff will use the ACS source extracts in Attachment 9 and affected-area data, maintain outreach records, and offer voluntary demographic questionnaires.	Ensuring project impacts do not disproportionately impact any individuals or groups based on a protected class status.
Public Engagement	Reviewing data from the U.S. Census Bureau and other credible sources to determine demographic make-up of the local community. Providing demographic questionnaires to public engagement participants and including demographic questions in public surveys.	Ensuring communications and interactions with the public sufficiently reach all local demographics.
Maintenance	Reviewing maintenance activities by geography and demographic makeup of communities receiving the maintenance services	Ensuring no communities are subject to a disparate lack of maintenance services based on a protected class.

Additional Aledo Program Data

Program Area	Type of Data Collected & Process for Collecting	Purpose for Collecting the Data
Permitting and regulatory enforcement	Applications, review/inspection timelines, approvals/denials, enforcement records by location, and complaint/language-assistance records.	Review consistent standards, access, service outcomes, and reported barriers.
Utility billing/customer service, community/library services, and public safety access	Service locations, requests/outcomes, available participation data, voluntarily reported access barriers, complaints, and language-assistance records.	Evaluate equitable public access, outreach, service delivery, and response to reported barriers.

The Coordinator will analyze these records at least annually and during program reviews. Findings will identify the dataset, timeline period, geography, limitations, comparison method, apparent disparity, follow-up inquiry, corrective action, and verification. Census estimates will retain their margins of error; missing data will be identified and addressed through additional outreach or collection rather than reported as zero.

Identifiable complaint and demographic information will be restricted to authorized staff and disclosed only as required by law. Public summaries will use aggregated data and protect confidentiality. The City will provide required information to TxDOT/FHWA, comply with applicable reporting requirements, and retain source records and analysis.

Potential sources of data and analysis tools include:

- Census Data
- American Community Survey
- School Districts
- Forms or Surveys from the public
- Field Observations

Title VI Complaint Procedures

Scope of Title VI Complaints

No person or groups of persons shall, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any and all programs, services, or activities administered by City of Aledo, and its contractors on the grounds of race, color, or national origin.

The scope of Title VI covers all internal and external activities of City of Aledo.

The following types of actions are prohibited under Title VI protections (See 49 C.F.R. 21.5):

- Excluding individuals or groups from participation in programs or activities
- Denying program services or benefits to individuals or groups
- Providing a different service or benefit or providing them in a manner different from what is provided to others
- Denying an opportunity to participate as a member of a planning, advisory or similar body that is an integral part of the program
- Retaliation for making a complaint or otherwise participating in any manner in an investigation or proceeding related to Title VI of the Civil Rights Act of 1964

How to File a Formal Title VI Complaint

Any person(s) or organization(s) believing they have been discriminated against on the basis of the protected classes stated above by City of Aledo or its contractors may file a Title VI complaint.

Discrimination complaints must be received no more than 180 days after the alleged incident unless the time for filing is extended by the processing agency.

Complaints should be in writing and signed and may be filed by mail, fax, in person, or e-mail. A complaint should contain the following information:

- A written explanation of the alleged discriminatory actions;
- The complainant's contact information, including, if available: full name, postal address, phone number, and email address;
- The basis of the complaint (e.g., race, color, national origin, etc.);
- The names of specific persons and respondents (e.g., agencies/organizations) alleged to have discriminated;

- Sufficient information to understand the facts that led the complainant to believe that discrimination occurred in a program or activity that receives Federal financial assistance; and
- The date(s) of the alleged discriminatory act(s) and whether the alleged discrimination is on-going.

Complainants are encouraged to submit complaints directly to the Texas Department of Transportation (TxDOT).

Complaints procedures can be found at www.aledotx.gov. Anonymous complaints will not be accepted from the City of Aledo, TxDOT, or FHWA.

Complaints can also be filed by completing and submitting City of Aledo's Title VI Complaint Form available online at www.aledotx.gov and sending an email or letter with the necessary information to:

City of Aledo Mailing Address: City of Aledo, 200 Old Annetta Rd., Aledo, TX 76008

Email: taskins@aledotx.gov

Phone: (817) 441-7016, ext. 4202

If necessary, the complainant may call the phone number above and provide the allegations by telephone. The Title VI Coordinator will transcribe the allegations of the complaint as provided over the telephone and send a written complaint to the complainant for correction and signature.

Complaints can also be filed directly with the following agencies:

Federal Highway Administration U.S. Department of Transportation Office of Civil Rights HCR-20, Room E81-320 1200 New Jersey Avenue, SE Washington, DC 20590 Email: CivilRights.FHWA@dot.gov

Texas Department of Transportation Civil Rights Division Attn: Title VI Program Manager 125 E. 11th Street Austin, Texas 78701

Email: CivilRights@txdot.gov

After submitting a complaint, the complainant will receive correspondence informing them of the status of the complaint within ten (10) business days from City of Aledo or other agency receiving the complaint.

Complaints received by City of Aledo's Title VI Coordinator are forwarded to the TxDOT Office of Civil Rights (OCR). TxDOT OCR will forward the complaint to the FHWA Texas Division Office, along with a preliminary processing recommendation. The FHWA Texas Division Office will forward the complaint to FHWA Headquarters Office of Civil Rights (HCR).

FHWA HCR is responsible for all determinations regarding whether to accept, dismiss, or transfer Title VI complaints. There are four potential outcomes for processing complaints:

- **Accept:** if a complaint is timely filed, contains sufficient information to support a claim under Title VI, and concerns matters under the FHWA's jurisdiction, then HCR will send to the complainant, the respondent agency, and the FHWA Texas Division Office a written notice that it has accepted the complaint for investigation.
- **Preliminary review:** if it is unclear whether the complaint allegations are sufficient to support a claim under Title VI, then HCR may (1) dismiss it or (2) engage in a preliminary review to acquire additional information from the complainant and/or respondent before deciding whether to accept, dismiss, or refer the complaint.
- **Procedural Dismissal:** if a complaint is not timely filed, is not in writing and signed, or features other procedural/practical defects, then HCR will send the complainant, respondent, and FHWA Texas Division Office a written notice that it is dismissing the complaint.
- **Referral\Dismissal:** if the complaint is procedurally sufficient but FHWA (1) lacks jurisdiction over the subject matter or (2) lacks jurisdiction over the respondent entity, then HCR will either dismiss the complaint or refer it to another agency that does have jurisdiction. If HCR dismisses the complaint, it will send the complainant, respondent, and FHWA Division Office a copy of the written dismissal notice. For referrals, FHWA will send a written referral notice with a copy of the complaint to the proper Federal agency and a copy to the USDOT Departmental Office of Civil Rights.

Complaints are not investigated by City of Aledo. FHWA HCR is responsible for investigating all complaints. FHWA HCR may also delegate the investigation to TxDOT OCR, who would then conduct all data requests, interviews, and analysis and create a

Report of Investigation (ROI). TxDOT OCR will have sixty (60) business days from the date the investigation is delegated to prepare the ROI and send it to HCR. HCR will review the ROI and compose a Letter of Finding based on the ROI.

For further information about the FHWA investigation process and potential complaint outcomes, please visit the <https://highways.dot.gov/civil-rights/title-vi-civil-rights-act-1964-and-additional-nondiscrimination-requirements>

The City will post these complaint procedures and the English and Spanish complaint forms separately from the Title VI Plan. The forms are included as Attachments 4 and 5; the English and Spanish complaint-procedure materials are identified in Attachment 12. Staff will promptly forward complaints received by the City to the Title VI Coordinator for the TxDOT referral specified above.

Complaint Log

City of Aledo maintains a complaint log to document all activity related to the complaint. Information captured includes:

- Complainant's name, and if provided, race, color, and national origin;
- Respondent's name;
- Basis(es) of the discrimination complaint;
- Allegation(s)/Issue(s) surrounding the discrimination complaint;
- Date the discrimination complaint was filed;
- Date the investigation was complete;
- Disposition;
- Disposition date; and
- Other pertinent information.

The City's complaint record and log are included as Attachment 6. Blank tools do not establish that the City has had no complaints; the Coordinator will confirm and document actual complaint history.

Notice of Rights

In accordance with 23 CFR 200.9(a)(12), City of Aledo is required to develop Title VI information for dissemination to the general public and, where appropriate, in languages other than English. Notice of City of Aledo Title VI policies and procedures are listed in many places such as the City Hall public lobby/front counter, public-facing utility/customer-service locations, public information meetings, and the City website at www.aledotx.gov.

Notification to Beneficiaries

City of Aledo website is continuously updated to ensure Title VI information is readily accessible to the public. The website informs the public of their rights under Title VI and provides information on how to file a complaint. Title VI information available on City of Aledo Web site includes:

- City of Aledo Title VI/Nondiscrimination Plan
- Title VI and Related Statutes Nondiscrimination Statement (English and Spanish)
- Title VI Nondiscrimination Assurances
- TxDOT's External Discrimination Complaint Form (English and Spanish), customized with Aledo's submission contact
- Title VI Complaint Procedures, posted separately from the plan
- Title VI Poster

Public Involvement

It is the goal of City of Aledo to provide continuous, effective and transparent access to all stakeholders. City of Aledo strives to inform all stakeholders about proposed plans and projects and seeks input when appropriate. City of Aledo utilizes the following methods to communicate information regarding upcoming activities and opportunities for public and stakeholder participation in the planning process:

- Mailings and direct notice to affected owners, residents, businesses, and other stakeholders
- Email notices and electronic communications
- Local community public meetings, hearings, and project open houses
- City of Aledo website, posted agendas, notices, and meeting materials
- City social media platforms, including Facebook and Instagram and other targeted outreach appropriate to the affected audience

Traditionally underserved communities can find it more difficult to engage with decision making entities due to scheduling conflicts, lack of transportation to public involvement events, language barriers, lack of childcare, etc. Genuine public involvement takes place at all levels and so City of Aledo aims to identify communities that may be affected by a project in order to plan appropriately and effectively for the potentially impacted groups. Sources of data used were listed above in the Data Gathering section. City of Aledo specifically uses the following sources to identify minority and populations with limited English proficiency.

- U.S. Census/ACS race and ethnicity data for Aledo and affected project/service areas, including ACS Table B03002
- ACS Table C16001 — Language Spoken at Home for the Population 5 Years and Over, including English proficiency
- ACS Table B16004 — Age by Language Spoken at Home by Ability to Speak English for the Population 5 Years and Over

C16001 is used for the Aledo city-level analysis because Census does not publish B16001 for this geography. The source extracts and margins of error are included as Attachment 9.

City of Aledo will use the following techniques to ensure that all members of the community have the opportunity to participate in the decision-making process:

- Provide accessible meeting locations and additional outreach in affected neighborhoods when regular meetings do not adequately reach participants
- Offer written, telephone, and electronic comment methods and additional meeting times when needed to reach affected communities
- Translate documents into languages other than English and provide qualified interpretation based on the focused four-factor analysis and identified needs
- Provide clear information on free language assistance and reasonable disability accommodations
- Contact local organizations and affected stakeholders to address language, transportation, scheduling, or technology barriers

These opportunities apply to all City programs, services, projects, and activities affecting the public, including Council/Planning & Zoning hearings, street/drainage/utility projects, right-of-way actions, permitting/regulatory decisions, and community services. Staff will retain outreach methods and audiences, notices, comments, voluntary participant demographics, accommodation or language-assistance requests, responses, and decisions. Documentation is not limited to an undefined “significant” federally assisted activity.

Language Assistance and Limited English Proficiency

Individuals with Limited English Proficiency (LEP) are those who do not speak English as their primary language and have a limited ability to read, write, speak, or understand English as a result of their national origin. Under Title VI, these individuals may be entitled to language assistance with respect to a particular type of service, benefit, or encounter.

Per USDOT LEP guidance, as outlined on FHWA's Civil Rights website, recipients of federal funds are required to take reasonable steps to ensure meaningful access to their programs and activities by LEP persons. While designed to be a flexible and fact-dependent standard, the starting point is an individualized assessment that balances the following four factors.

(1) Number or proportion of LEP persons eligible to be served or likely to be encountered by the program: The greater the number or proportion of LEP persons served or encountered, the more likely language services are needed. For the assessment to be accurate it must also include all communities that are eligible for services or are likely directly affected by the City's programs or activities, not only those that live next to a project.

(2) Frequency with which LEP individuals come in contact with the program: Consider how frequently encounters with LEP individuals may occur. Encounters with LEP individuals are documented by the City Title VI Coordinator in quarterly departmental records maintained by the Title VI Coordinator. Additionally, consider events or work projects in the next year, which may increase the frequency with which LEP encounters may occur.

(3) Nature and importance of the program, activity, or service provided by the program to people's lives: Some consideration should be given to City of Aledo policies, programs, events and projects planned for the next year but generally the nature and importance of LEP encounters should be considered on a project-by-project basis.

(4) Resources available to the grantee/recipient or agency, and costs: City of Aledo will use both internal and external resources available to assist with translation and interpretation services.

A general four-factor analysis will help anticipate and prepare for what may be needed; however meaningful four-factor analysis can only occur on a project-by-project basis. When preparing to publish a document, launch a campaign, hold a public meeting, etc., a focused four-factor analysis should be conducted to determine what type of language assistance is needed.

City of Aledo Four-Factor Analysis

Factor 1 — Number or proportion eligible or likely to be encountered

The citywide baseline is the U.S. Census Bureau 2020–2024 ACS 5-year estimate, Table C16001, Aledo city, Texas, geographic identifier 1600000US4801744. Table B16001 is geographically restricted and is not published for Aledo city; C16001 provides the available city-level language groups and English proficiency measures. Table B16004 supplies corroborating age/language/English-proficiency data. Attachment 9 reproduces the source rows, estimates, and 90% margins of error.

Language / language group	Total ± MOE	English very well ± MOE	English less than very well ± MOE	LEP share of age 5+
Spanish	210 ±150	109 ±81	101 ±102	1.92%
French, Haitian, or Cajun	0 ±21	0 ±21	0 ±21	0.00%
German or other West Germanic languages	0 ±21	0 ±21	0 ±21	0.00%
Russian, Polish, or other Slavic languages	0 ±21	0 ±21	0 ±21	0.00%
Other Indo-European languages	16 ±26	16 ±26	0 ±21	0.00%
Korean	0 ±21	0 ±21	0 ±21	0.00%
Chinese (incl. Mandarin, Cantonese)	0 ±21	0 ±21	0 ±21	0.00%
Vietnamese	0 ±21	0 ±21	0 ±21	0.00%
Tagalog (incl. Filipino)	0 ±21	0 ±21	0 ±21	0.00%
Other Asian and Pacific Island languages	41 ±64	0 ±21	41 ±64	0.78%
Arabic	12 ±20	12 ±20	0 ±21	0.00%
Other and unspecified languages	0 ±21	0 ±21	0 ±21	0.00%

The population age five and older is 5,249 ±162; 4,970 ±254 speak only English. Language other than English totals 279 (5.32%, calculated). Residents speaking English less than very well total 142 (2.71%, calculated): 101 Spanish-speaking residents (1.92%) and 41 in the other Asian and Pacific Island languages group (0.78%). The other nonzero language groups are other Indo-European languages (16, all estimated to speak English very well) and Arabic (12, all estimated to speak English very well).

Spanish is the largest identified LEP language. The 41-person other Asian and Pacific Island group cannot be assigned a specific language from this table; staff will identify the actual language through a language-identification card, interpreter service, and community outreach. A zero estimate does not establish that no speaker or assistance need exists. Large margins of error, especially 101 ± 102 and 41 ± 64 , require cautious interpretation and follow-up with actual encounters.

City limits are the baseline geography, not a restriction on assistance. For utilities outside City limits, visitors, nonresident applicants, and projects with wider effects, the responsible department will examine the full eligible service/project area. Citywide findings will be supplemented with affected-area Census/ACS data and local contacts before outreach or vital communications.

Factor 2 — Frequency of contact

Utility billing/customer service, permitting, library/community services, police/public safety, public meetings, and right-of-way/project notices are potential points of contact. Historical LEP encounter totals were not supplied with the draft; this plan does not infer that encounters are rare or nonexistent. Before submission, the Coordinator will obtain available departmental encounter records and document the period, contacts, languages, services, and limitations in a baseline memorandum.

Beginning at implementation, each department will record language-assistance encounters and requests in Attachment 7 and report them to the Coordinator quarterly. The Coordinator will analyze frequency, recurring languages, unmet needs, and upcoming projects at least annually and during focused assessments. Repeated encounters will trigger additional translated documents or standing interpreter arrangements. The City of Aledo will make a good faith effort to accommodate a language request with a 5-10 business day advance notice and within budget allowance.

Factor 3 — Nature and importance

High-priority communications include discrimination complaints and deadlines; utility disconnection or safety notices; emergency/public-safety messages; permit/enforcement decisions affecting rights or deadlines; acquisition/relocation communications; and hearing/project participation notices. Staff will provide qualified assistance so language barriers do not prevent exercise of rights, understanding of essential services, or timely participation.

For routine questions, trained bilingual staff will provide appropriate assistance. For legal, safety, technical, complaint, or other vital information, staff will obtain qualified interpretation/translation. Machine translation alone will not be relied on for these communications. A person will not be required to provide an interpreter; minor children will not be used as interpreters except during an immediate emergency until qualified assistance can be obtained.

Factor 4 — Resources and costs

The prior City draft identifies one Spanish-speaking Utility Services employee and one Spanish-speaking Police employee. These are staff resources, not demographic counts. The Coordinator will verify availability, language competence, duties, and contact arrangements before assigning interpretation tasks. Staff will use qualified telephone/video interpreters and translators for other languages or when the available staff cannot appropriately assist.

The City Manager will authorize resources for required assistance. The Coordinator and Finance will document available staff resources, interpretation/translation arrangements, estimated charges, actual costs, and appropriate funds. Shared services and telephone interpretation will be considered to manage cost. Lack of a budget entry will not justify denying required meaningful access. No contracted interpreter provider or specific budget amount is asserted in this draft because that information was not supplied.

Four-factor conclusion and language-assistance measures

The ACS baseline supports Spanish-language readiness and an on-demand qualified interpreter arrangement for other languages, especially the unidentified Asian/Pacific Island group. English and Spanish complaint forms and notices are included. Staff will provide translated vital communications based on actual need and focused assessments; citywide percentages alone will not determine whether assistance is available.

The Coordinator will maintain a language-identification resource and current interpreter contacts; ensure frontline staff know how to request assistance; verify competent assistance; document each request and service; and review effectiveness with program staff and affected communities. English/Spanish public notices will state that assistance is free. Notices in an additional identified language will be obtained when the focused assessment or actual encounters establish a need.

Focused analysis for projects, meetings, and vital documents

Before publishing a vital document, conducting a hearing or outreach campaign, or beginning an activity affecting an LEP population, the responsible department will complete Attachment 10. It will identify the full eligible/affected area and languages; incorporate the citywide results of LEP Spanish residents and review encounter frequency; assess rights, safety, and deadlines; and identify staff/vendor resources and cost.

The completed assessment will record which languages require notices, interpretation, and translated vital documents; who will provide them; when they will be available; how participants will be notified; and how effectiveness will be evaluated. The Coordinator will review the determination and ensure assistance is arranged before the activity. No project-specific analysis is represented as complete where project details have not been supplied.

Training

City of Aledo will ensure that its staff understand Title VI of the Civil Rights Act of 1964 and how it may apply to their work. The following are available for providing training:

- Review of the City of Aledo Title VI Plan
- Attendance at any available Title VI trainings provided by the Texas Department of Transportation, U.S. Department of Transportation or its applicable operating administrations, or the U.S. Department of Justice.
- Viewing the video [Title VI at TxDOT](#) produced by TxDOT. This training provides a general Title VI overview as well as TxDOT specific information.
- Viewing the video [Understanding and Abiding by Title VI of Civil Rights Act of 1964](#) produced by the U.S. Department of Justice

City of Aledo will maintain records indicating that staff have received training on a biennial periodic basis.

City of Aledo will provide Title VI training biennially to all employees and during new-employee orientation (NEO) for newly hired employees. The Title VI Coordinator will coordinate scheduling and completion records with department directors and onboarding staff. Records will identify the employee, department, training date, course/provider, completion documentation, and next biennial due date. The City will use TxDOT's Title VI training resources on the Subrecipient Monitoring and Compliance Program resources page. Attachment 11 provides the employee acknowledgment.

Attachment 1 — Title VI Policy Statement (English and Spanish)

Title VI/Nondiscrimination Policy Statement

(Rev. 04/20)
Page 1 of 1

The City of Aledo, as a recipient of federal financial assistance and under Title VI of the Civil Rights Act of 1964 and related statutes, ensures that no person shall on the grounds of race, color, national origin, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any Department programs or activities.


Signature of Authorized Official

10-15-2026
Date

Título VI/Declaración de política de no discriminación

(Rev. 04/20)
Página 1 de 1

El City of Aledo, como beneficiario de ayuda financiera federal y en virtud del Título VI de la Ley de Derechos Civiles de 1964 y estatutos relacionados, garantiza que ninguna persona será excluida de participar, se le negarán los beneficios o será objeto de discriminación en ningún programa o actividad del Departamento por motivos de raza, color o nacionalidad.


Firma del funcionario autorizado

10-15-2026
Fecha

Attachment 2 – Standard DOT Assurances

The United States Department of Transportation (USDOT) Standard Title VI/Nondiscrimination Assurances DOT Order No. 1050.2A

The City of Aledo (herein referred to as the "Recipient"),
HEREBY AGREES THAT, as a condition to receiving any Federal financial
assistance from the U.S. Department of Transportation (DOT), through the
Federal Highway Administration (FHWA), is subject to and will comply with
the following:

Statutory/Regulatory Authorities

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin);
- 49 C.F.R. Part 21 (entitled Non-discrimination in Federally Assisted Programs of the Department of Transportation-Effectuation of Title VI of the Civil Rights Act of 1964);
- 28 C.F.R. section 50.3 (U.S. Department of Justice Guidelines for Enforcement of Title VI of the Civil Rights Act of 1964);

The preceding statutory and regulatory cites hereinafter are referred to as the "Acts" and "Regulations," respectively.

General Assurances

In accordance with the Acts, the Regulations, and other pertinent directives, circulars, policy, memoranda, and/or guidance, the Recipient hereby gives assurance that it will promptly take any measures necessary to ensure that:

"No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity,"

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**The United States Department of Transportation (USDOT)
Standard Title VI/Nondiscrimination Assurances**

DOT Order No. 1050.2A

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"No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity,"

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for which the Recipient receives Federal financial assistance from U.S. DOT, including the Federal Highway Administration.

The Civil Rights Restoration Act of 1987 clarified the original intent of Congress, with respect to Title VI and other Nondiscrimination requirements (The Age Discrimination Act of 1975, and Section 504 of the Rehabilitation Act of 1973), by restoring the broad, institutional-wide scope and coverage of these nondiscrimination statutes and requirements to include all programs and activities of the Recipient, so long as any portion of the program is Federally assisted.

Specific Assurances

More specifically, and without limiting the above general Assurance, the Recipient agrees with and gives the following Assurances with respect to its Federally-assisted U.S. DOT programs:

1. The Recipient agrees that each "activity," facility," or "program," as defined in §§ 21.23(b) and 21.23(e) or 49 C.F.R. § 21 will be (with regard to an "activity") facilitated, or will be (with regard to a "facility") operated, or will be (with regard to a "program") conducted in compliance with all requirements imposed by, or pursuant to the Acts and the Regulations.
2. The Recipient will insert the following notification in all solicitations for bids, Requests for Proposals for work, or material subject to the Acts and the Regulations made in connection with all Federal-aid highway program and, in adapted form, in all proposals for negotiated agreements regardless of funding source: *"The Recipient, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§2000d to 2000d-4) and the Regulations, hereby notifies all*

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bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award."

3. The Recipient will insert the clauses of Appendix A and Appendix E of this Assurance in every contract or agreement subject to the Acts and the Regulations.
4. The Recipient will insert the clauses of Appendix B of this Assurance, as a covenant running with the land, in any deed from the United States effecting or recording a transfer of real property, structures, use, or improvements thereon or interest therein to a Recipient.
5. That where the Recipient receives Federal financial assistance to construct a facility, or part of a facility, the Assurance will extend to the entire facility and facilities operated in connection therewith.
6. That where the recipient receives Federal financial assistance in the form, or for the acquisition of real property or an interest in real property, the Assurance will extend to rights to space on, over, or under such property.
7. That the Recipient will include the clauses set forth in Appendix C and Appendix D of this Assurance, as a covenant running with the land, in any future deeds, leases, licenses, permits, or similar instruments entered into by the Recipient with other parties:
 - a. for the subsequent transfer of real property acquired or improved under the applicable activity, project, or program; and
 - b. for the construction or use of, or access to, space on, over, or under real property acquired or improved under the applicable activity, project, or program.

8. That this Assurance obligates the Recipient for the period during which Federal financial assistance is extended to the program, except where the Federal financial assistance is to provide, or is in the form of, personal property, or real property, or interest therein, or structures or improvements thereon, in which case the Assurance obligates the Recipient, or any transferee for the longer of the following periods.
 - a. the period during which the property is used for a purpose for which the Federal financial assistance is extended, or for another purpose involving the provision of similar services or benefits; or
 - b. the period during which the Recipient retains ownership or possession of the property.
9. The Recipient will provide for such methods of administration for the programs as are found by the Secretary of Transportation or the official to whom he/she delegates specific authority to give reasonable guarantee that it, other recipients, sub-recipients, sub-grantees, contractors, subcontractors, consultants, transferees, successors in interest, and other participants of Federal financial assistance under such program will comply with all requirements imposed or pursuant to the Acts, the Regulations, and this Assurance.
10. The Recipient agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the Acts, the Regulations, and this Assurance.

By signing this assurance, the Recipient also agrees to comply (and require any sub-recipients, sub-grantees, contractors, successors, transferees, and/or assignees to comply) with all applicable provisions governing the U.S. DOT access to records, accounts, documents, information, facilities, and staff. You also recognize that you must comply with any program or compliance reviews, and/or complaint investigations conducted by the U.S.

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DOT. You must keep records, reports, and submit the material for review upon request to U.S. DOT, or its designee in a timely, complete, and accurate way. Additionally, you must comply with all other reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance.

The Recipient gives this assurance in consideration of and for obtaining any Federal grants, loans, contracts, agreements, property, and/or discounts, or other Federal aid and Federal financial assistance extended after the date hereof to the recipients by the U.S. DOT under all Department of Transportation Programs. This assurance is binding on Texas, other recipients, subrecipients, sub-grantees, contractors, subcontractors and their subcontractors, transferees, successors in interest, and any other participants in all Department of Transportation programs. The person(s) signing below is/are authorized to sign this assurance on behalf of the Recipient.

City Manager

Title of Recipient



Signature of Authorized Official

10-15-2026

Date

Attachment 3 — Appendices A–E

Appendix A

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees as follows:

1. **Compliance with Regulations:** The contractor (hereinafter includes consultants) will comply with the Acts and the Regulations relative to non-discrimination in Federally-assisted programs of the U.S. Department of Transportation, the FHWA, as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.
2. **Non-discrimination:** The contractor, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor will not participate directly or indirectly in the discrimination prohibited by the Acts and the Regulations, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR Part 21.
3. **Solicitations for Subcontracts, Including Procurements of Materials and Equipment:** In all solicitations, either by competitive bidding, or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the contractor of the contractor's obligations under this contract and the Acts and the Regulations relative to nondiscrimination on the grounds of race, color, or national origin.

4. Information and Reports: The contractor will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Recipient or FHWA to be pertinent to ascertain compliance with such Acts, Regulations, and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish the information, the contractor will so certify to the Recipient or FHWA, as appropriate, and will set forth what efforts it has made to obtain the information.
5. Sanctions for Noncompliance: In the event of a contractor's noncompliance with the Nondiscrimination provisions of this contract, the Recipient will impose such contract sanctions as it or FHWA may determine to be appropriate, including, but not limited to:
 - a. withholding payments to the contractor under the contract until the contractor complies, and/or
 - b. cancelling, terminating, or suspending a contract, in whole or in part.
6. Incorporation of Provisions: The contractor will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The contractor will take action with respect to any subcontract or procurement as the Recipient or FHWA may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the contractor becomes involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, the contractor may request the Recipient to enter into any litigation to protect the interests of the

Recipient. In addition, the contractor may request the United States to enter into the litigation to protect the interests of the United States.

Appendix B: Clauses for Deeds Transferring United States Property

The following clauses will be included in deeds effecting or recording the transfer of real property, structures, or improvements thereon, or granting interest therein from the United States pursuant to the provisions of Assurance 4:

NOW, THEREFORE, the U.S. Department of Transportation as authorized by law and upon the condition that the City of Aledo will accept title to the lands and maintain the project constructed thereon in accordance with all applicable federal statutes, the Regulations for the Administration of all DOT programs, and the policies and procedures prescribed by FHWA of the U.S. Department of Transportation in accordance and in compliance with all requirements imposed by Title 49, Code of Federal Regulations, U.S. Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Non-discrimination in Federally-assisted programs of the U.S Department of Transportation pertaining to and effectuating the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252; 42

U.S.C. § 2000d to 2000d-4), does hereby remise, release, quitclaim and convey unto City of Aledo the all the right, title and interest of the U.S. Department of Transportation in and to said lands described in Exhibit A attached hereto and made a part hereof.

(HABENDUM CLAUSE)

TO HAVE AND TO HOLD said lands and interests therein unto City of Aledo and its successors forever, subject, however, to the covenants, conditions, restrictions and reservations herein contained as follows, which will remain in effect for the period during which the real

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property or structures are used for a purpose for which Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits and will be binding on the City of Aledo, its successors and assigns.

The City of Aledo, in consideration of the conveyance of said lands and interests in lands, does hereby covenant and agree as a covenant running with the land for itself, its successors and assigns, that (1) no person will on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination with regard to any facility located wholly or in part on, over, or under such lands hereby conveyed [,] [and]* (2) that the City of Aledo will use the lands and interests in lands and interests in lands so conveyed, in compliance with all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, U.S. Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the U.S. Department of Transportation, Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations and Acts may be amended [,] and (3) that in the event of breach of any of the above-mentioned non-discrimination conditions, the Department will have a right to enter or re-enter said lands and facilities on said land, and that above described land and facilities will thereon revert to and vest in and become the absolute property of the U.S. Department of

*Reverter clause and related language to be used only when it is determined that such a clause is necessary to make clear the purpose of Title VI.

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Transportation and its assigns as such interest existed prior to this instruction].*

*Reverter clause and related language to be used only when it is determined that such a clause is necessary to make clear the purpose of Title VI.

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Appendix C: Clauses for Transfer or Real Property Acquired or Improved Under the Activity, Facility, or Program

The following clauses will be included in deeds, licenses, leases, permits, or similar instruments entered into by the Recipient pursuant to the provisions of Assurance 7(a):

- A. The (grantee, lessee, permittee, etc. as appropriate) for himself/herself, his/her heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree [in the case of deeds and leases add "as a covenant running with the land"] that:
1. In the event facilities are constructed, maintained, or otherwise operated on the property described in this (deed, license, lease, permit, etc.) for a purpose for which a U.S. Department of Transportation activity, facility, or program is extended or for another purpose involving the provision of similar services or benefits, the (grantee, licensee, lessee, permittee, etc.) will maintain and operate such facilities and services in compliance with all requirements imposed by the Acts and Regulations (as may be amended) such that no person on the grounds of race, color, or national origin, will be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities.
- B. With respect to licenses, leases, permits, etc., in the event of breach of any of the above Nondiscrimination covenants, City of Aledo will have the right to terminate the (lease, license, permit, etc.) and to enter, re-enter, and repossess said lands and facilities thereon, and hold

the same as if the (lease, license, permit, etc.) had never been made or issued.*

- c. With respect to a deed, in the event of breach of any of the above Non-discrimination covenants, City of Aledo will have the right to enter or re-enter the lands and facilities thereon, and the above-described lands and facilities will there upon revert to and vest in and become the absolute property of the City of Aledo and its assigns. *

*Reverter clause and related language to be used only when it is determined that such a clause is necessary to make clear the purpose of Title VI.

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**Appendix D: Clauses for Construction/Use/Access to Real Property
Acquired Under the Activity, Facility, or Program**

The following clauses will be included in deeds, licenses, permits, or similar instruments/agreements entered into by the Recipient pursuant to the provisions of Assurance 7(b):

- A. The (grantee, licensee, permittee, etc., as appropriate) for himself/herself, his/her heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree (in the case of deeds and leases add, "as a covenant running with the land") that (1) no person on the ground of race, color, or national origin, will be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities, (2) that in the construction of any improvements on, over, or under such land, and the furnishing of services thereon, no person on the ground of race, color, or national origin, will be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination, (3) that the (grantee, licensee, lessee, permittee, etc.) will use the premises in compliance with all other requirements imposed by or pursuant to the Acts and Regulations, as amended, set forth in this Assurance.
- B. With respect to (licenses, leases, permits, etc.), in the event of breach of any of the above Nondiscrimination covenants, City of Aledo will have the right to terminate the (license, permit, etc., as appropriate) and to enter or re-enter and repossess said land and the facilities

thereon, and hold the same as if said (license, permit, etc., as appropriate) had never been made or issued.*

- C. With respect to deeds, in the event of breach of any of the above non-discrimination covenants, City of Aledo will there upon revert to and vest in and become the absolute property of City of Aledo and its assigns.

*Reverter clause and related language to be used only when it is determined that such a clause is necessary to make clear the purpose of Title VI.

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Appendix E

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees to comply with the following nondiscrimination statutes and authorities; including but not limited to:

Pertinent Non-Discrimination Authorities:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21.
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), (prohibits discrimination on the basis of sex);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 USC § 4 71, Section 4 7123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the

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Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);

- Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131-12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38;
- The Federal Aviation Administration's Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq).

Attachment 4 —Title VI Complaint Procedures – (English and Spanish)**Title VI Complaint Procedures**(Rev. 04/20)
Page 1 of 2

The following procedures cover complaints filed under Title VI of the Civil Rights Act of 1964 and the Civil Rights Restoration Act of 1987. Any person who believes they, or any specific class of persons, to be subjected to prohibited discrimination based on race, color or national origin may file a written complaint individually or through a representative. A complaint must be filed no later than 180 days after the date of the alleged discrimination, unless the discrimination is ongoing, or the time for filing is extended by the FHWA. Complaints related to the Federal-aid highway program may be filed with TxDOT, FHWA Division Office, the FHWA Headquarters Office of Civil Rights (HCR), the USDOT Departmental Office of Civil Rights, or the USDOJ. City of Aledo will ensure that all complaints are sent to the appropriate authority for disposition.

Complaints alleging violations of Title VI by subrecipients may be filed in writing directly with the following local, state and federal agencies:

City of Aledo

Attn: Title VI Coordinator
200 Old Annetta Rd

Aledo, TX 76008

Additionally, complaints filed against the subrecipient may also be filed with TxDOT or FHWA at:

Texas Department of Transportation
Civil Rights Division
Attn: Title VI Program Administrator
125 E. 11th Street
Austin, TX 78701

Federal Highway Administration – Texas Division
Attn: Civil Rights Specialist
300 E. 8th St.
Austin, TX 78701

Federal Highway Administration
Office of Civil Rights
HCR-20, Room E81-320
1200 New Jersey Avenue, SE
Washington, DC 20590

Complaint and investigation files are confidential. The contents of such files will only be disclosed to

appropriate City of Aledo personnel, state and federal authorities in accordance with Federal and State laws. City of Aledo will retain files in accordance with records retention schedules and all Federal guidelines.

Procedimientos en caso de quejas del Título VI

(Rev. 04/20)
Página 1 de 2

Los siguientes procedimientos se aplican a las denuncias presentadas en virtud del Título VI de la Ley de Derechos Civiles de 1964 y la Ley de Restauración de los Derechos Civiles de 1987. Cualquier persona que considere que ella misma, o cualquier clase específica de personas, es objeto de discriminación prohibida por motivos de raza, color o nacionalidad, puede presentar una denuncia por escrito, ya sea individualmente o a través de un representante. La queja debe presentarse a más tardar 180 días después de la fecha de la supuesta discriminación, a menos que suceda de manera continua o que la FHWA extienda el plazo para presentar la queja. Las quejas relacionadas con el programa federal de ayuda a las carreteras pueden presentarse ante el Departamento de Transporte de Texas (TxDOT), la Oficina Divisional de la Administración Federal de Carreteras (FHWA), la Oficina de Derechos Civiles (HCR) de la sede central de la FHWA, la Oficina Departamental de Derechos Civiles del Departamento de Transporte de los Estados Unidos (USDOT) o el Departamento de Justicia de los Estados Unidos (USDOJ). City of Aledo se asegurará de que todas las quejas se envíen a la autoridad competente para su resolución.

Las quejas por presuntas violaciones del Título VI por parte de los subreceptores pueden presentarse por escrito directamente ante las siguientes agencias locales, estatales y federales:

City of Aledo

A la atención de: Coordinador del Título VI

200 Old Annetta Rd

Aledo, TX 76008

Además, las quejas presentadas contra el subreceptor también pueden presentarse ante el Departamento de Transporte de Texas (TxDOT) o la Administración Federal de Carreteras (FHWA) en:

Texas Department of Transportation
Civil Rights Division
A la atención de: Title VI Program Administrator
125 E. 11th Street
Austin, TX 78701

Federal Highway Administration – Texas Division
A la atención de: Civil Rights Specialist
300 E. 8th St.
Austin, TX 78701

Federal Highway Administration
Office of Civil Rights
HCR-20, Room E81-320
1200 New Jersey Avenue, SE
Washington, DC 20590

Los expedientes de denuncias e investigaciones son confidenciales. El contenido de dichos archivos solo se revelará al personal City of Aledo adecuado, las autoridades estatales y federales, de conformidad con las leyes federales y estatales.

City of Aledo conservará los archivos de acuerdo con los calendarios de conservación de registros y todas las directrices federales.

Attachment 5 — English Title VI Complaint Form

Title VI Complaint Form

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Page 1 of 2

Please submit completed form to:

Travis Askins, Director of Public Works / Title VI Coordinator
City of Aledo
200 Old Annetta Rd., Aledo, TX 76008
(817) 441-7016, ext. 4202
taskins@aledotx.gov

Last Name: _____ First Name: _____
Mailing Address: _____
City: _____ State: _____ Zip Code: _____
Main Phone Number: _____ Alternative Phone Number: _____
Email Address: _____

Please indicate the basis of your complaint:

☐ Race _____ ☐ National Origin _____
☐ Color _____ ☐ Other Class _____

Date and place of alleged discriminatory action(s). Please include the earliest date of discrimination and the most recent date of discrimination.

How were you discriminated against? Describe the nature of the action, decision, or conditions of the alleged discrimination. Explain as clearly as possible what happened and why you believe your protected status (basis) was a factor in the discrimination. Include how other persons were treated differently from you. (Attach additional pages, if necessary).

The law prohibits intimidation or retaliation against anyone because he/she has either taken action, or participated in action, to secure rights protected by these laws. If you feel that you have been retaliated against, separate from the discrimination alleged above, please explain the circumstances below. Explain what action you took which you believe was the cause for the alleged retaliation.

Names of individuals responsible for the discriminatory action(s):

Names of persons (witnesses, fellow employees, supervisors, or others) whom we may contact for additional information to support or clarify your complaint (attach additional pages, if necessary):

	Name	Address	Telephone
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____

Have you filed, or intend to file, a complaint regarding the matter raised with any of the following?

If yes, please provide the filing dates. Check all that apply.

- | | |
|---|-------------------|
| ☐ U.S. Department of Transportation | Date Filed: _____ |
| ☐ Federal Highway Administration | Date Filed: _____ |
| ☐ Federal Transit Administration | Date Filed: _____ |
| ☐ Office of Federal Contract Compliance Programs | Date Filed: _____ |
| ☐ Texas Department of Transportation | Date Filed: _____ |
| ☐ U.S. Equal Employment Opportunity Commission | Date Filed: _____ |
| ☐ U.S. Department of Justice | Date Filed: _____ |
| ☐ Other: _____ | Date Filed: _____ |

Have you discussed the complaint with any _____ (Name of Recipient) representative?

If yes, provide the name, position, and date of discussion.

Briefly explain what remedy, or action, you are seeking for the alleged discrimination.

Please provide any additional information and/or photographs, if applicable, that you believe will assist with an investigation.

We cannot accept an unsigned complaint. Please sign and date the complaint form below.

Complainant's Signature _____

Date _____

Attachment 6 — Spanish Title VI Complaint Form

Formulario de quejas del Título VI

(Rev. 04/20)
Página 1 de 2

Envíe el formulario completado a:

Travis Askins, Director of Public Works / Title VI Coordinator
 City of Aledo
 200 Old Annetta Rd, Aledo, TX 76008
 (817) 441-7018, ext. 4202
 taskins@aledotx.gov

Apellidos: _____ Nombre: _____
 Dirección postal: _____
 Ciudad: _____ Estado: _____ Código postal: _____
 Número de teléfono principal: _____ Número de teléfono alternativo: _____
 Dirección de correo electrónico: _____

Indique el motivo de su queja:

☐ Raza _____ ☐ Origen nacional _____
☐ Color _____ ☐ Otro tipo _____

Fecha y lugar de la(s) supuesta(s) acción(es) discriminatoria(s). Por favor, incluya la fecha más antigua de discriminación y la fecha más reciente de discriminación.

¿De qué manera lo discriminaron? Describa la naturaleza de la acción, decisión o condiciones de la supuesta discriminación. Explique con la mayor claridad posible lo que sucedió y por qué cree que su condición de persona protegida (fundamento) fue un factor determinante en la discriminación. Incluya cómo otras personas fueron tratadas de manera diferente a usted. (Adjunte páginas adicionales, si es necesario).

La ley prohíbe la intimidación o las represalias contra cualquier persona por haber tomado medidas o participado en acciones para garantizar los derechos protegidos por estas leyes. Si considera que ha sido objeto de represalias, independientemente de la discriminación alegada anteriormente, explique las circunstancias a continuación. Explique qué medida tomó que, en su opinión, fue la causa de la supuesta represalia.

Nombres de las personas responsables de la(s) acción(es) discriminatoria(s):

Nombres de personas (testigos, compañeros de trabajo, supervisores u otros) con quienes podamos contactar para obtener información adicional que respalde o aclare su queja (*adjunte páginas adicionales, si es necesario*):

	Nombre	Dirección	Teléfono
1.			
2.			
3.			
4.			

¿Ha presentado o tiene intención de presentar una queja sobre el asunto planteado ante alguna de las siguientes instancias?

En caso afirmativo, indique las fechas de presentación. Marque todas las opciones que correspondan.

- | | |
|---|------------------------------|
| ☐ Departamento de Transporte de EE. UU. | Fecha de presentación: _____ |
| ☐ Administración Federal de Carreteras | Fecha de presentación: _____ |
| ☐ Administración Federal de Tránsito | Fecha de presentación: _____ |
| ☐ Oficina de Programas de Cumplimiento de Contratos Federales | Fecha de presentación: _____ |
| ☐ Departamento de Transporte del Estado de Texas | Fecha de presentación: _____ |
| ☐ Comisión para la Igualdad de Oportunidades en el Empleo de EE. UU. | Fecha de presentación: _____ |
| ☐ Departamento de Justicia de EE. UU. | Fecha de presentación: _____ |
| ☐ Otro: _____ | Fecha de presentación: _____ |

¿Ha hablado de la queja con algún _____ Ciudad de Aledo _____ representante?

En caso afirmativo, indique el nombre, el cargo y la fecha de la conversación.

Explique brevemente qué solución o medida solicita por la presunta discriminación.

Por favor, facilite cualquier información adicional y/o fotografías, si procede, que considere que puedan ayudar en la investigación.

No podemos aceptar una queja sin firmar. Firme y feche el formulario de reclamación que aparece a continuación.

Firma de la persona que presenta la queja _____

Fecha _____

Attachment 7 — Complaint Log and Record

Maintain a separate complaint record for each matter. Restrict access to identifiable information. Do not complete disposition or investigation dates until supplied by the investigating agency.

Case number / date filed / date received: _____

Complainant name / contact information: _____

Voluntarily supplied race / color / national origin: _____

Respondent / City program or activity: _____

Basis of discrimination / allegations or issues: _____

Date forwarded / receiving agency / transmission record: _____

Ten-business-day status correspondence / date: _____

Investigation completion date reported by external agency: _____

Disposition / disposition date / corrective actions: _____

Other pertinent information / correspondence reference: _____

Tracking log

Case / received	Respondent / basis	Referral / date	Status / investigation completion	Disposition / date

Attachment 8 — Language Assistance Request Log

Record all assistance requests/encounters; use a case identifier when personal details are unnecessary. Report department records quarterly to the Coordinator.

Date / program	Language / type of contact	Assistance / provider	Vital document / outcome	Cost / follow-up

Include requests not immediately fulfilled, how the barrier was resolved, and the follow-up date. Record the language actually identified; do not infer a language from national origin or an aggregated Census category.

Attachment 9 — Public Rights and Interpreter Notices

YOUR RIGHTS UNDER TITLE VI

The City of Aledo administers its programs, services, projects, and activities without discrimination based on race, color, or national origin under Title VI of the Civil Rights Act of 1964 and related statutes. Retaliation for filing a complaint or participating in a Title VI proceeding is prohibited.

If you believe you have been discriminated against, contact the Title VI Coordinator for complaint procedures and a form. Complaints must be received within 180 days after the alleged incident unless the processing agency extends the filing period. You can also file directly with TxDOT or FHWA. Free language assistance and assistance completing a complaint are available.

Travis Askins, Director of Public Works / Title VI Coordinator
City of Aledo
200 Old Annetta Rd., Aledo, TX 76008
(817) 441-7016, ext. 4202
taskins@aledotx.gov

SUS DERECHOS BAJO EL TÍTULO VI

La Ciudad de Aledo administra sus programas, servicios, proyectos y actividades sin discriminación por raza, color u origen nacional, de conformidad con el Título VI de la Ley de Derechos Civiles de 1964 y las leyes relacionadas. Se prohíben las represalias por presentar una queja o participar en un procedimiento del Título VI.

Si considera que ha sufrido discriminación, comuníquese con el Coordinador del Título VI para obtener el procedimiento y el formulario de queja. Las quejas deben recibirse dentro de los 180 días posteriores al supuesto incidente, salvo que la agencia encargada del trámite amplíe el plazo. También puede presentar una queja directamente ante TxDOT o FHWA. Hay asistencia lingüística gratuita y ayuda para completar la queja.

Travis Askins, Director de Obras Públicas / Coordinador del Título VI
Ciudad de Aledo
200 Old Annetta Rd., Aledo, TX 76008
(817) 441-7016, ext. 4202
taskins@aledotx.gov

FREE LANGUAGE ASSISTANCE / ASISTENCIA LINGÜÍSTICA GRATUITA

Free interpreter services are available. Ask at the front desk or call (817) 441-7016, ext. 4202. Tell us which language you need. You do not have to bring your own interpreter.

Hay servicios gratuitos de interpretación. Solicite ayuda en la recepción o llame al (817) 441-7016, ext. 4202. Indique el idioma que necesita. No tiene que traer su propio intérprete.

City of Aledo | 200 Old Annetta Rd., Aledo, TX 76008 | taskins@aledotx.gov

Attachment 10 — ACS Source Data Snapshots

Source: U.S. Census Bureau, 2020–2024 ACS 5-year estimates. Geography: Aledo city, Texas; GEO_ID 1600000US4801744.

Retrieved October 6, 2026 directly from the official table-based summary files. These are reproducible source-data extracts, not QuickFacts percentages or estimated counts of City employees. All margins of error are the published 90% MOEs.

C16001: Language Spoken at Home for the Population 5 Years and Over. B16001 is not available for this geography because Census restricts that table to selected larger geographies; Census directs smaller-geography users to C16001. B16004 provides age/language/English-proficiency detail. B03002 provides race/ethnicity context for outreach.

C16001 — source snapshot

https://www2.census.gov/programs-surveys/acs/summary_file/2024/table-based-SF/data/5YRData/acsdt5y2024-c16001.dat

Variable	Published row description	Estimate	MOE
C16001_001	Total:	5249	162
C16001_002	Total: / Speak only English	4970	254
C16001_003	Total: / Spanish:	210	150
C16001_004	Total: / Spanish: / Speak English "very well"	109	81
C16001_005	Total: / Spanish: / Speak English less than "very well"	101	102
C16001_006	Total: / French, Haitian, or Cajun:	0	21
C16001_007	Total: / French, Haitian, or Cajun: / Speak English "very well"	0	21
C16001_008	Total: / French, Haitian, or Cajun: / Speak English less than "very well"	0	21
C16001_009	Total: / German or other West Germanic languages:	0	21
C16001_010	Total: / German or other West Germanic languages: / Speak English "very well"	0	21
C16001_011	Total: / German or other West Germanic languages: / Speak English less than "very well"	0	21
C16001_012	Total: / Russian, Polish, or other Slavic languages:	0	21
C16001_013	Total: / Russian, Polish, or other Slavic languages: / Speak English "very well"	0	21
C16001_014	Total: / Russian, Polish, or other Slavic languages: / Speak English less than "very well"	0	21
C16001_015	Total: / Other Indo-European languages:	16	26
C16001_016	Total: / Other Indo-European languages: / Speak English "very well"	16	26
C16001_017	Total: / Other Indo-European languages: / Speak English less than "very well"	0	21
C16001_018	Total: / Korean:	0	21
C16001_019	Total: / Korean: / Speak English "very well"	0	21
C16001_020	Total: / Korean: / Speak English less than "very well"	0	21
C16001_021	Total: / Chinese (incl. Mandarin, Cantonese):	0	21
C16001_022	Total: / Chinese (incl. Mandarin, Cantonese): / Speak English "very well"	0	21
C16001_023	Total: / Chinese (incl. Mandarin, Cantonese): / Speak English less than "very well"	0	21
C16001_024	Total: / Vietnamese:	0	21
C16001_025	Total: / Vietnamese: / Speak English "very well"	0	21
C16001_026	Total: / Vietnamese: / Speak English less than "very well"	0	21
C16001_027	Total: / Tagalog (incl. Filipino):	0	21
C16001_028	Total: / Tagalog (incl. Filipino): / Speak English "very well"	0	21
C16001_029	Total: / Tagalog (incl. Filipino): / Speak English less than "very well"	0	21
C16001_030	Total: / Other Asian and Pacific Island languages:	41	64
C16001_031	Total: / Other Asian and Pacific Island languages: / Speak English "very well"	0	21
C16001_032	Total: / Other Asian and Pacific Island languages: / Speak English less than "very well"	41	64
C16001_033	Total: / Arabic:	12	20
C16001_034	Total: / Arabic: / Speak English "very well"	12	20
C16001_035	Total: / Arabic: / Speak English less than "very well"	0	21
C16001_036	Total: / Other and unspecified languages:	0	21
C16001_037	Total: / Other and unspecified languages: / Speak English "very well"	0	21
C16001_038	Total: / Other and unspecified languages: / Speak English less than "very well"	0	21

B16004 — source snapshot

https://www2.census.gov/programs-surveys/acs/summary_file/2024/table-based-SF/data/5YRData/acsdt5y2024-b16004.dat

Variable	Published row description	Estimate	MOE
B16004_001	Total:	5249	162
B16004_002	Total: / 5 to 17 years:	1335	221
B16004_003	Total: / 5 to 17 years: / Speak only English	1306	224
B16004_004	Total: / 5 to 17 years: / Speak Spanish:	13	20
B16004_005	Total: / 5 to 17 years: / Speak Spanish: / Speak English "very well"	13	20
B16004_006	Total: / 5 to 17 years: / Speak Spanish: / Speak English "well"	0	21
B16004_007	Total: / 5 to 17 years: / Speak Spanish: / Speak English "not well"	0	21
B16004_008	Total: / 5 to 17 years: / Speak Spanish: / Speak English "not at all"	0	21
B16004_009	Total: / 5 to 17 years: / Speak other Indo-European languages:	16	26
B16004_010	Total: / 5 to 17 years: / Speak other Indo-European languages: / Speak English "very well"	16	26
B16004_011	Total: / 5 to 17 years: / Speak other Indo-European languages: / Speak English "well"	0	21
B16004_012	Total: / 5 to 17 years: / Speak other Indo-European languages: / Speak English "not well"	0	21
B16004_013	Total: / 5 to 17 years: / Speak other Indo-European languages: / Speak English "not at all"	0	21
B16004_014	Total: / 5 to 17 years: / Speak Asian and Pacific Island languages:	0	21
B16004_015	Total: / 5 to 17 years: / Speak Asian and Pacific Island languages: / Speak English "very well"	0	21
B16004_016	Total: / 5 to 17 years: / Speak Asian and Pacific Island languages: / Speak English "well"	0	21
B16004_017	Total: / 5 to 17 years: / Speak Asian and Pacific Island languages: / Speak English "not well"	0	21
B16004_018	Total: / 5 to 17 years: / Speak Asian and Pacific Island languages: / Speak English "not at all"	0	21
B16004_019	Total: / 5 to 17 years: / Speak other languages:	0	21
B16004_020	Total: / 5 to 17 years: / Speak other languages: / Speak English "very well"	0	21
B16004_021	Total: / 5 to 17 years: / Speak other languages: / Speak English "well"	0	21
B16004_022	Total: / 5 to 17 years: / Speak other languages: / Speak English "not well"	0	21
B16004_023	Total: / 5 to 17 years: / Speak other languages: / Speak English "not at all"	0	21
B16004_024	Total: / 18 to 64 years:	3347	237
B16004_025	Total: / 18 to 64 years: / Speak only English	3157	263
B16004_026	Total: / 18 to 64 years: / Speak Spanish:	137	143
B16004_027	Total: / 18 to 64 years: / Speak Spanish: / Speak English "very well"	77	64
B16004_028	Total: / 18 to 64 years: / Speak Spanish: / Speak English "well"	60	92
B16004_029	Total: / 18 to 64 years: / Speak Spanish: / Speak English "not well"	0	21
B16004_030	Total: / 18 to 64 years: / Speak Spanish: / Speak English "not at all"	0	21
B16004_031	Total: / 18 to 64 years: / Speak other Indo-European languages:	0	21
B16004_032	Total: / 18 to 64 years: / Speak other Indo-European languages: / Speak English "very well"	0	21
B16004_033	Total: / 18 to 64 years: / Speak other Indo-European languages: / Speak English "well"	0	21
B16004_034	Total: / 18 to 64 years: / Speak other Indo-European languages: / Speak English "not well"	0	21
B16004_035	Total: / 18 to 64 years: / Speak other Indo-European languages: / Speak English "not at all"	0	21
B16004_036	Total: / 18 to 64 years: / Speak Asian and Pacific Island languages:	41	64
B16004_037	Total: / 18 to 64 years: / Speak Asian and Pacific Island languages: / Speak English "very well"	0	21
B16004_038	Total: / 18 to 64 years: / Speak Asian and Pacific Island languages: / Speak English "well"	23	36

Variable	Published row description	Estimate	MOE
B16004_039	Total: / 18 to 64 years: / Speak Asian and Pacific Island languages: / Speak English "not well"	18	28
B16004_040	Total: / 18 to 64 years: / Speak Asian and Pacific Island languages: / Speak English "not at all"	0	21
B16004_041	Total: / 18 to 64 years: / Speak other languages:	12	20
B16004_042	Total: / 18 to 64 years: / Speak other languages: / Speak English "very well"	12	20
B16004_043	Total: / 18 to 64 years: / Speak other languages: / Speak English "well"	0	21
B16004_044	Total: / 18 to 64 years: / Speak other languages: / Speak English "not well"	0	21
B16004_045	Total: / 18 to 64 years: / Speak other languages: / Speak English "not at all"	0	21
B16004_046	Total: / 65 years and over:	567	183
B16004_047	Total: / 65 years and over: / Speak only English	507	173
B16004_048	Total: / 65 years and over: / Speak Spanish:	60	67
B16004_049	Total: / 65 years and over: / Speak Spanish: / Speak English "very well"	19	36
B16004_050	Total: / 65 years and over: / Speak Spanish: / Speak English "well"	41	59
B16004_051	Total: / 65 years and over: / Speak Spanish: / Speak English "not well"	0	21
B16004_052	Total: / 65 years and over: / Speak Spanish: / Speak English "not at all"	0	21
B16004_053	Total: / 65 years and over: / Speak other Indo-European languages:	0	21
B16004_054	Total: / 65 years and over: / Speak other Indo-European languages: / Speak English "very well"	0	21
B16004_055	Total: / 65 years and over: / Speak other Indo-European languages: / Speak English "well"	0	21
B16004_056	Total: / 65 years and over: / Speak other Indo-European languages: / Speak English "not well"	0	21
B16004_057	Total: / 65 years and over: / Speak other Indo-European languages: / Speak English "not at all"	0	21
B16004_058	Total: / 65 years and over: / Speak Asian and Pacific Island languages:	0	21
B16004_059	Total: / 65 years and over: / Speak Asian and Pacific Island languages: / Speak English "very well"	0	21
B16004_060	Total: / 65 years and over: / Speak Asian and Pacific Island languages: / Speak English "well"	0	21
B16004_061	Total: / 65 years and over: / Speak Asian and Pacific Island languages: / Speak English "not well"	0	21
B16004_062	Total: / 65 years and over: / Speak Asian and Pacific Island languages: / Speak English "not at all"	0	21
B16004_063	Total: / 65 years and over: / Speak other languages:	0	21
B16004_064	Total: / 65 years and over: / Speak other languages: / Speak English "very well"	0	21
B16004_065	Total: / 65 years and over: / Speak other languages: / Speak English "well"	0	21
B16004_066	Total: / 65 years and over: / Speak other languages: / Speak English "not well"	0	21
B16004_067	Total: / 65 years and over: / Speak other languages: / Speak English "not at all"	0	21

B03002 — source snapshot

https://www2.census.gov/programs-surveys/acs/summary_file/2024/table-based-SF/data/5YRData/acsdt5y2024-b03002.dat

Variable	Published row description	Estimate	MOE
B03002_001	Total:	5825	33
B03002_002	Total: / Not Hispanic or Latino:	5155	265
B03002_003	Total: / Not Hispanic or Latino: / White alone	4726	288
B03002_004	Total: / Not Hispanic or Latino: / Black or African American alone	53	80
B03002_005	Total: / Not Hispanic or Latino: / American Indian and Alaska Native alone	5	9
B03002_006	Total: / Not Hispanic or Latino: / Asian alone	29	39
B03002_007	Total: / Not Hispanic or Latino: / Native Hawaiian and Other Pacific Islander alone	0	21
B03002_008	Total: / Not Hispanic or Latino: / Some other race alone	0	21

Variable	Published row description	Estimate	MOE
B03002_009	Total: / Not Hispanic or Latino: / Two or more races:	342	196
B03002_010	Total: / Not Hispanic or Latino: / Two or more races: / Two races including Some other race	75	74
B03002_011	Total: / Not Hispanic or Latino: / Two or more races: / Two races excluding Some other race, and three or more races	267	175
B03002_012	Total: / Hispanic or Latino:	670	265
B03002_013	Total: / Hispanic or Latino: / White alone	277	176
B03002_014	Total: / Hispanic or Latino: / Black or African American alone	0	21
B03002_015	Total: / Hispanic or Latino: / American Indian and Alaska Native alone	8	14
B03002_016	Total: / Hispanic or Latino: / Asian alone	0	21
B03002_017	Total: / Hispanic or Latino: / Native Hawaiian and Other Pacific Islander alone	0	21
B03002_018	Total: / Hispanic or Latino: / Some other race alone	136	175
B03002_019	Total: / Hispanic or Latino: / Two or more races:	249	161
B03002_020	Total: / Hispanic or Latino: / Two or more races: / Two races including Some other race	249	161
B03002_021	Total: / Hispanic or Latino: / Two or more races: / Two races excluding Some other race, and three or more races	0	21

Calculations: language other than English = C16001_E001 – C16001_E002 = 279; share = $279 / 5,249 \times 100 = 5.3153\%$. LEP screening total = sum of C16001_E005, E008, E011, E014, E017, E020, E023, E026, E029, E032, E035, E038 = 142; share = 2.7053% . These calculated totals/percentages are not separate published Census rows; component MOEs are preserved rather than represented as a published aggregate MOE.

Race/ethnicity context: B03002 total population 5,825 ± 33 ; Hispanic or Latino, any race, 670 ± 265 (11.50% calculated); not Hispanic/Latino White alone, 4,726 ± 288 (81.13% calculated). Race/ethnicity does not establish an individual's language or English proficiency.

Attachment 11 — Focused Four-Factor Assessment Worksheet

Complete before the project, meeting, campaign, or vital-document release. Retain with the project/outreach record and obtain Coordinator review.

Activity and audience

Project/program, document, date, responsible staff, affected/eligible service area, and people outside City limits served.

Factor 1: population and languages

City baseline and affected-area ACS/Census sources, dates, estimates, MOEs, community contacts, languages and language groups. Identify actual languages within aggregated groups.

Factor 2: contact frequency

Available encounter period, totals, languages, recurring interactions, projected contacts, and data limitations.

Factor 3: importance

Rights, safety, essential services, hearings, deadlines, consequences, and which documents/communications are vital.

Factor 4: resources/cost

Verified competent staff, qualified provider, interpretation method, translation costs, authorized funds, and lead time.

Assistance decision

Languages, translated documents/notices, interpreters, free-assistance notification, responsible person, date available, and basis for decision.

Review and evaluation

Coordinator review/date; participant feedback, assistance delivered, unmet needs, follow-up, and corrective action.

Attachment 12 — Employee Acknowledgment

I acknowledge that I have been informed of the City of Aledo Title VI/Nondiscrimination Plan and understand that City employees are expected to perform their duties in a nondiscriminatory manner and to promptly refer discrimination complaints or Title VI concerns to the Title VI/Nondiscrimination Coordinator.

Employee Name: _____

Department: _____

Training / orientation date: _____

Signature: _____ Date: _____