Westminster Village Title VI Implementation Plan

Westminster Village Inc *12000 N. 90th street Scottsdale, AZ 85260*

July 21, 2026 – July 21, 2029

Contents

Title VI Policy Statement..... 4
Title VI Notice to the Public.....5
Title VI Notice to the Public -Spanish..... 6
Title VI Complaint Procedures.....7
Title VI Complaint Forms.....8
Title VI Investigations, Complaints, and Lawsuits.....10
Public Participation Plan.....11
Limited English Proficiency Plan.....13
Non-elected Committees Membership Table..... 14
Title VI Equity Analysis..... 16
Board Approval for the Title VI Program..... 17
Title VI Website Compliance..... 18

Title VI Policy Statement

Westminster Village Inc policy assures full compliance with Title VI of the Civil Rights Act of 1964 and related statutes and regulations in all programs and activities. Title VI states 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 otherwise subjected to discrimination" under any Westminster Village Inc sponsored program or activity. There is no distinction between the sources of funding.

Westminster Village Inc also assures that every effort will be made to prevent discrimination through the impacts of its programs, policies and activities on minority and low-income populations.

When Westminster Village Inc distributes Federal-aid funds to another entity/person, Westminster Village will ensure all subrecipients fully comply with Westminster Village Inc Title VI Nondiscrimination Program requirements. Westminster Village Inc CEO has delegated authority to the Director of Concierge Services, Title VI Program Coordinator, to oversee and implement FTA Title VI requirements.

Tom Winkelman, Chief Executive Officer
NAME AND TITLE OF HIGHEST RANKING OFFICAL

Title VI Notice to the Public

Notifying the Public of Rights Under Title VI
WESTMINSTER VILLAGE INC.

Westminster Village Inc operates its programs and services without regard to race, color, or national origin in accordance with Title VI of the Civil Rights Act of 1964. Any person who believes she or he has been aggrieved by any unlawful discriminatory practice under Title VI may file a complaint with Westminster Village Inc.

For more information on the Westminster Village Inc's civil rights program, and the procedures to file a complaint, contact The Director of Concierge Services @ 480-451-2165, (TTY # 711); email armond.watson@wvresortliving.org or visit our administrative office at 12000 N. 90th Street Scottsdale, Arizona 85260. For more information, visit https://wvresortliving.org/

A complainant may file a complaint directly with the City of Phoenix Public Transit Department or the Federal Transit Administration (FTA) by filing a complaint directly with the corresponding offices of Civil Rights: City of Phoenix Public Transit Department: ATTN: Title VI Coordinator, 302 N. 1st Ave., Suite 900, Phoenix AZ 85003 FTA: ATTN: Title VI Program Coordinator, East Building, 5th Floor-TCR 1200 New Jersey Ave., SE Washington DC 20590

If information is needed in another language, contact Xochil Medina at 480.451.2026 Para información en Español llame: Xochil Medina, Xochil.medina@wvresortliving.org 480.451.2026

The above notice is posted in the following locations: Inside federally granted vehicle(s), in the Westminster Village vestibule greeting area, and in the Transportation office 12000 N. 90th Street Scottsdale AZ 85260 and all vehicles. As well as online at https://wvresortliving.org/

Title VI Notice to the Public - Spanish

Aviso al Público Sobre los Derechos Bajo el Título VI
WESTMINSTER VILLAGE INC.

Westminster Village Inc y sus subcontratistas, si cualquiera asegura complir con el Título VI de la Ley de los Derechos Civiles de 1964. El nivel y la calidad de servicios de transporte serán provehidos sin consideración a su raza, color, o pais de origen.

Para obtener más información sobre la Westminster Village Inc's programa de derechos civiles, y los procedimientos para presentar una queja, contacte The Director of Concierge Services, Armond Watson @ 480-451-2165, (TTY #711); email armond.watson@wvresrtliving.org o visite nuestra oficina administrativa en 12000 N. 90th Street Scottsdale, Arizona 85260. Para obtener más información, visite https://wvresortliving.org/

El puede presentar una queja directamente con City of Phoenix Public Tránsito Departamento o Federal Tránsito Administración (FTA) mediante la presentación de una queja directamente con las oficinas correspondientes de Civil Rigsa: City of Phoenix Public Tránsito Departamento: ATTN Title VI Coordinador 302 N. 1st Ave., Suite 900, Phoenix AZ 85003 FTA: ATTN Title VI Programe Coordinador, East Building, 5th Floor –TCR 1200 New Jersey Ave., SE Washington DC 20590

The above notice is posted in the following locations: Westminster Village vestibule greeting area, and in the transportation office 12000 N. 90th Street Scottsdale, AZ 85260 and all vehicles

This notice is posted online at https://wvresortliving.org/

Title VI Complaint Procedures

Westminster Village Inc. will be implementing the City of Phoenix Complaint Procedure format.
Westminster Village Inc. will comply with the reporting requirements outlined in CFR Section 21.9 (b).
Both the procedures and complaint forms will be made available on the Westminster Village Inc. website.

Title VI Complaint Forms/Westminster Village Inc.

TITLE VI COMPLAINT FORM

Any person who believes that he or she has been discriminated against by Valley Metro or City of Phoenix or any of its service providers and believes the discrimination was based upon race, color or national origin, may file a formal complaint with Valley Metro Customer Service.

Please provide the following information to process your complaint. Alternative formats and languages are available upon request. You can reach Customer Service at 602.253.5000 (TTY: 602.251.2039) or via email at *csr@valleymetro.org*.

SECTION 1: CUSTOMER INFORMATION

First Name:_____ Last Name:_____

Address:_____

City:_____ State:_____ Zip:_____

Home Phone:_____ Cell Phone:_____

Email:_____ Preferred method of contact: ☐ Phone ☐ Email

SECTION 2: INCIDENT INFORMATION

Date of Incident:_____ Time of Incident:_____ ☐ AM ☐ PM City:_____

Incident Location:_____ Direction of Travel:_____

Route #:_____ Bus/Light Rail/Streetcar #:_____

Service Type: ☐ Local Bus ☐ Express/RAPID ☐ Circulator/Connector ☐ Light Rail ☐ Streetcar ☐ Dial-a-Ride

Operator Name:_____

Operator Description:_____

What was the discrimination based on *(Check all that apply)*: ☐ Race ☐ Color ☐ National Origin ☐ Other_____

Explain as clearly as possible what happened and why you believe you were discriminated against. Describe all persons who were involved. Include the name and contact information of the person(s) who discriminated against you (if known), as well as names and contact information of any witnesses. If more space is needed, please use the back of this form. You may also attach any written materials or other information relevant to your complaint.

Have you filed this complaint with the Federal Transit Administration (FTA)? ☐ Yes ☐ No

If yes, please provide information about a contact person at the FTA where the complaint was filed:

Name:_____ Title:_____

Address:_____ Phone:_____

Have you previously filed a Title VI complaint with this agency? ☐ Yes ☐ No

Signature and date required below:

Signature_____

Date_____

City of Phoenix | VALLEY METRO

FORMA DE RECLAMACIÓN BAJO EL TÍTULO VI

Cualquier persona que crea que ha sido discriminada por Valley Metro o la Ciudad de Phoenix o por cualquiera de sus proveedores de servicios y cree que la discriminación fue basada en su raza, color u origen nacional, puede registrar una queja formal ante el Servicio al Cliente de Valley Metro.

Por favor provea la siguiente información para procesar su queja. Hay formatos e idiomas alternativos disponibles si se solicitan. Usted se puede comunicar con el Servicio al Cliente llamando al 602.253.5000 (TTY: 602.251.2039) ó por correo electrónico a *csr@valleymetro.org*.

SECCIÓN 1: INFORMACIÓN DEL CLIENTE

Nombre:_____ Apellido:_____

Domicilio:_____

Ciudad:_____ Estado:_____ Código Postal:_____

Teléfono del Hogar:_____ Teléfono Celular:_____

Correo Electrónico:_____ Método preferido de contacto: ☐ Teléfono ☐ Correo Electrónico

SECCIÓN 2: INFORMACIÓN SOBRE EL INCIDENTE

Fecha del Incidente:_____ Hora del Incidente:_____ ☐ AM ☐ PM Ciudad:_____

Ubicación del Incidente:_____ Dirección del Viaje:_____

Ruta #:_____ Autobús/Tren Ligero/Tranvía #:_____

Tipo de Servicio ☐ Autobús Local ☐ Express/RAPID ☐ Circulador/Conector ☐ Tren Ligero ☐ Tranvía ☐ Dial-a-Ride

Nombre del/la Operador/a:_____

Descripción del/la Operador/a:_____

¿En qué se basó la discriminación? *(Marque todo lo que sea aplicable):*

☐ Raza ☐ Color ☐ Origen Nacional ☐ Otro_____

Explique lo más claramente posible lo que sucedió y por qué cree usted que se le discriminó. Describa a todas las personas que estuvieron involucradas. Incluya el nombre y la información de contacto de la/s persona/s que le discriminó/aron (si los conoce), así como los nombres y la información de contacto de cualquier testigo. Si se necesita más espacio, por favor use el reverso de esta forma. Usted también puede adjuntar cualquier material por escrito u otra información relevante a su queja.

¿Ha usted registrado esta queja ante la Administración Federal de Transporte (FTA por sus siglas en inglés)? ☐ Sí ☐ No

Si contestó Sí, por favor provea información sobre una persona de contacto en la administración FTA donde se registró la queja:

Nombre:_____ Título:_____

Domicilio:_____ Teléfono:_____

¿Ha usted registrado previamente una queja bajo el Título VI ante esta agencia? ☐ Sí ☐ No

Firma y fecha requeridas abajo:

Firma_____

Fecha_____

City of Phoenix | VALLEY METRO

Title VI Investigations, Complaints, and Lawsuits Westminster Village Inc.

A separate Annual Title VI Report must be submitted each year by October 15th as a part of the Milestone Progress Reporting (MPR) data.

Name and/or Case Number	***Date Case Filed (Month, Day, Year)***	***Case Summary (include basis of complaint: ex. race, color, national origin)***	***Case Status/ Response***	***Case Resolution Action***
Investigations				
Lawsuits				
Complaints				

☐ Westminster Village Inc has not had any Title VI complaints, investigations, or lawsuits during the review period. (Each review period start date is the date of board of director approval)

WESTMINSTER VILLAGE INC.

Resident Participation Plan

12000 N. 90TH STREET SCOTTSDALE AZ 85260

Westminster Village Inc is engaging the residents in its planning and decision-making processes, as well as its marketing and outreach activities. The residents will be invited to participate in the process whether through resident meetings or surveys. As an agency receiving federal financial assistance, Westminster Village Inc made the following community outreach efforts:

List all resident meetings or resident hearings that the agency conducts. List all publications, resident announcements. ***Include dates, frequency, samples of fliers, newsletters, brochures.***

In the upcoming year Westminster Village Inc will make the following community outreach efforts:
Westminster Village Inc. Resident Association meeting is being held on the second Tuesday of every month. (1:30pm-3:30pm) Next meeting will be on July 14, 2026

Resident Meetings:

(1) Resident meetings are scheduled to increase the opportunity for attendance by stakeholders and the residents. This may require scheduling meetings during non-traditional business hours, holding more than one meeting at different times of the day or on different days, and checking other community activities to avoid conflicts.

(2) When a resident meeting or resident hearing is focused on a planning study or program related to a specific geographic area or jurisdiction within the region, the meeting or hearing is held within that geographic area or jurisdiction.

(3) Resident meetings are held in locations accessible to people with disabilities and are located near a transit route when possible.

Westminster Village Inc submits to the City of Phoenix annually an application for funding. Part of the annual application is public notice, which includes a 30-day resident comment period.

WESTMINSTER VILLAGE INC.

Limited English Proficiency Plan

The LEP requirement has been suspended per Executive Order #14224 issued 3/1/2025. LEP materials will be updated once new guidance is received.

Non-elected Committees Membership Table

A sub recipient who selects the membership of transit-related, non-elected planning boards, advisory councils, or committees must provide a table depicting the membership of those organizations broken down by race. Subrecipients also must include a description of the efforts made to encourage participation of minorities on these boards, councils, and committees.

☐ Westminster Village Inc does NOT select the membership of any transit-related committees, planning boards, or advisory councils.

Monitoring for Subrecipient Title VI Compliance

☐ XX Westminster Village Inc. has no subrecipients for Title VI compliance.

Title VI Equity Analysis

A sub recipient planning to acquire land which displaces persons from their residences and businesses to construct certain types of facilities must not discriminate based on race, color, or national origin, against persons who may, as a result of the construction, be displaced from their homes or businesses. “Facilities” in this context does not include transit stations or bus shelters, but instead refers to storage facilities, maintenance facilities, and operation centers.

There are many steps involved in the planning process prior to the actual construction of a facility. It is during these planning phases that attention needs to be paid to equity and non-discrimination through equity analysis. The Title VI Equity Analysis must be done before the selection of the preferred site.

Note: Even if facility construction is financed with non-FTA funds, if the subrecipient organization receives <u>any</u> FTA dollars, it must comply with this requirement.

Westminster Village Inc has no current or anticipated plans to develop new transit facilities covered by these requirements. No facilities covered by these requirements were developed since 1988.

Board Approval for the Title VI Program

ATTACH A COPY OF THE BOARD MEETING MINUTES HERE

*You may redact any sensitive information.

Consent Agenda: Mr. Kredel reminded the board that the consent agenda and consent agenda rules were included in the board packet. He asked if any items needed to be pulled from the consent agenda. No items were pulled from the agenda… Accordingly, it was moved, seconded and unanimously passed to: Approve the consent agenda as presented.

The Motions below were held within the consent agenda.

Strategic Planning:

Approve the "Title VI Implementation Plan" as presented.

The Motions below were held within the consent agenda.

Board of Directors:

Approve the Minutes of the April 23, 2026, meeting of the Board of Directors of Westminster Village, Inc., as presented.

Correspondence:

Strategic Planning:

Approve the "Title VI Implementation Plan" as presented.

Title VI Website Compliance