

RESOLUTION NO. 2025-0033

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ALVARADO, TEXAS, ADOPTING CIVIL RIGHTS AND CITIZEN PARTICIPATION PLAN POLICY; PROVIDING THAT THE CITY MANAGER WILL BE RESPONSIBLE FOR IMPLEMENTING AND MONITORING COMPLIANCE OF THE PLAN; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Alvarado (the "City") is a home rule city acting under its charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the Local Government Code; and

WHEREAS, the City recognizes its responsibilities under federal and state civil rights laws, including Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act, and the Americans with Disabilities Act; and

WHEREAS, to the extent the City has previously recognized its responsibilities under federal and state civil rights laws, including Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act, and the Americans with Disabilities Act, in its personnel policies, the City hereby ratifies all previous recognitions pursuant to this Resolution; and

WHEREAS, the City is adopting its own Civil Rights and Citizen Participation Plan Policy to ensure open and inclusive civic engagement; and

WHEREAS, the Civil Rights and Citizen Participation Plan Policy does not discriminate on the basis of race, color, national origin, sex, age, religion, disability, or familial status in its programs or activities in compliance with the requirements of the Equal Employment Opportunity Act of 1972; and

WHEREAS, to ensure compliance with the Americans with Disabilities Act (ADA), the City will provide reasonable accommodations for any known physical or mental impairments of an otherwise qualified individual with a disability if such reasonable accommodations will enable the individual to perform the essential functions of the position at issue; and

WHEREAS, the City will prepare a self-evaluation form to ensure any municipal entity receiving federal funds will maintain a policy of nondiscrimination in compliance with Section 504 of the Rehabilitation Act of 1973; and

WHEREAS, in the event any municipal entity shall violate Section 504 of the Rehabilitation Act of 1973, the City shall maintain grievance procedures for the aggrieved individual to pursue; and

WHEREAS, the Civil Rights and Citizen Participation Plan Policy will ensure equal access to employment, housing, public services, and participation in public programs for all individuals.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ALVARADO, TEXAS:

SECTION 1.

The City does not discriminate on the basis of race, color, national origin, sex, age, religion, disability, or familial status in its programs or activities.

SECTION 2.

The City will ensure equal access to employment, housing, public services, and participation in public programs for all individuals.

SECTION 3.

To ensure open and inclusive civic engagement, the City adopts the following Civil Rights and Citizen Participation Plan:

- a) **Public Notice.**
All public meetings will be advertised in advance via City website, local postings, and/or newspapers. Notices will be made in English and Spanish where applicable.
- b) **Public Hearings.**
At least one public hearing will be held before any major community development or housing-related action. A second hearing will be held after the action is completed to allow feedback.
- c) **Access & Inclusion.**
Meetings will be held in accessible locations and accommodations for persons with disabilities or Limited English Proficiency will be provided upon request.
- d) **Participation Encouragement.**
Special efforts will be made to engage low- and moderate-income residents, people with disabilities, and underrepresented groups through outreach, surveys, and targeted invitations.
- e) **Section 504 Self-Evaluation.**
An appointed Section 504 Coordinator shall evaluate current policies and practices for accessibility to persons with disabilities using the Section 504 Self-Evaluation Form.
- f) **Section 504 Grievance/Complaint Procedure.**
Residents may submit written complaints to the attention of the City Manager's Office at 104 W. College Avenue, Alvarado, Texas, within thirty (30) days of alleged discrimination. A civil rights officer will investigate and provide written

response within fifteen (15) business days of receipt. Appeals may be filed with the City Manager.

SECTION 4.

The City Manager, or their designee, shall be responsible for implementing and monitoring compliance with this Civil Rights and Citizen Participation Plan Policy/Resolution.

SECTION 5.

The City Manager shall be responsible for appointing a Civil Rights Officer on the City's behalf, as appropriate to comply with the City's expectations.

SECTION 6.

This Resolution shall be effective immediately from and after its adoption.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Alvarado on this the 18th day of August, 2025.



Jacob Wheat, Mayor

ATTEST:



Bobbie Jo Taylor, City Secretary

