

City of Garden City
Garden City Regional Airport
Title VI Plan

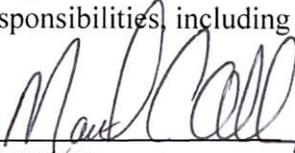
1. Title VI Policy Statement

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

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

The City of Garden City requires nondiscrimination assurances, as prescribed by FAA, from each tenant, contractor, and concessionaire providing an activity, service, or facility at the airport. Assurances must be included in any related lease, contract, or franchise agreement between the City of Garden City and each tenant, contractor, and concessionaire, as well as in any similar agreements with their own sub-tenants and sub-contractors.

Derek Ramos, Assistant City Manager, available at 620-276-1143 and derek.ramos@gardencityks.us, is responsible for overseeing the City of Garden City’s compliance with Title VI and the point of contact for all airport Title VI matters and related responsibilities, including those required by 49 CFR Part 21.


Signature

Matthew C. Allen
City Manager

October 1, 2024
Effective Date

September 30, 2027
3-Year Expiration Date

2. Administration

The City Commission has reviewed and adopted this Title VI Plan for the City of Garden City. This plan will be updated no less than once every 3 years. The plan will not be re-adopted following minor changes, such as updating the Director of Aviation's or Coordinator's name. Significant revisions to our policies or federal guidelines may warrant re-adoption by the City Commission and resubmittal to FAA.

In addition to the Coordinator and The City of Garden City's leadership, the following people also assist with our Title VI program requirements:

Staff Supporting Title VI Program	City of Garden City Program / Office
Ellie Voepel	Human Resources Director

The City of Garden City does not have airport program sub-recipients.

Sub-Recipients

None

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

Federal Source	Grant Number	Amount
<i>FAA AIP</i>	<i>3-20-0024-048</i>	<i>\$1,845,613.00</i>

The City of Garden City does not have sub-recipients for applications for Federal financial assistance (either directly from the FAA or passed through the State DOT).

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

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

Federal Source	Grant Award Information Available at:
<i>FAA AIP</i>	<i>https://www.faa.gov/airports/aip/</i>

3. Grant and Procurement Assurances

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

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

Clauses/Covenants

- a. All contracts, leases, deeds, licenses, permits, and other similar instruments, must contain the contractual requirements and clauses, in the form prescribed by FAA. See https://www.faa.gov/airports/aip/procurement/federal_contract_provisions/. Note that unlike many other clauses, Civil Rights clauses are required in all contracts. Note also special clauses that are required for certain types of contracts, such as land acquisition.
- b. The City of Garden City requires, Civil Rights clauses to be included in solicitations and contracts for all subcontractors, subleases, and any other agreements. The City will direct and require written confirmation from the contractor that sub-recipient and sub-contractor agreements contain the clauses.

Description of Oversight Methods for Subcontracts

Civil Rights clauses must be used in all subcontracts related to the airport program. City of Garden City Administration will audit the written confirmation from contractors. The audit will include 10% of contracts per year.

4. Title VI Coordinator Responsibilities

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

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

See Training Section for more information for expected training for all staff.

Among other responsibilities, the Coordinator:

- Proactively ensures that the City of Garden City is in compliance with nondiscrimination requirements of Title VI and reports to the City of Garden City leadership on the status of Title VI compliances.
- Responds promptly to requests by FAA for data and records and for the scheduling of compliance reviews and other FAA meetings to determine compliance with Title VI and related requirements.
- Receives discrimination complaints covered by Title VI and related requirements, and forwards them to the FAA, within 15 days of receipt, together with any actions taken to resolve the matter.
- Provides the FAA with updates regarding its response and status of early resolution efforts to complaints concerning Title VI and related requirements (49 CFR Part 21, Appendix C(b)(3)), including resolution efforts.
- Annually reviews the airport's Title VI plan and disseminates information throughout staff and the City of Garden City 's leadership.
- Coordinates data collection to evaluate whether racial or ethnic groups are unequally benefited or impacted by airport programs. The data will be regularly assessed and readily available upon request (49 CFR § 21.9(b) & (c)). Data collection methods will include optional demographic questions in: airport customer satisfaction surveys, customer complaints, airport event sign-in sheets, and bids/proposals for airport contracts, and other methods described in the airport Community Participation Plan (CPP).
- Maintains demographic data for members of appointed planning and advisory bodies for the airport. Identifies any disparities compared to the community. Provides information to the membership selecting official/committee, particularly when vacancies occur.
- Maintains a copy of 49 CFR Part 21 for inspection by any person asking for it during normal working hours (49 CFR 21, Appendix C (b)(2)(i)).

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

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

5. Notice

49 CFR Part 21 Appendix C(b)(2)(ii)

The City of Garden City will conspicuously display the FAA-provided Unlawful Discrimination Poster in all public areas on airport property, including those with pedestrian activity. The Coordinator ensures that these posters are visible, accessible,¹ and maintained. The poster template is available at

https://www.faa.gov/about/office_org/headquarters_offices/acr/com_civ_support/non_disc_pr/ and a completed copy is attached. See Section 15 Appendix.

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

The City of Garden City will distribute this Title VI Plan among its employees and airport contractors, concessionaires, lessees, and tenants. This plan will be distributed by July 1, 2024 by email and at tenants meeting.

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

Terminal/FBO/Concessions/ Other Locations	Quantity in Pre-Security Area	Quantity in Post-Security Area	Additional Quantities
Terminal	1	1	
FBO	1	1	
Restaurant	1		

Outreach to Affected Communities

The airport has identified there are no affected communities. If that changes, City Administration ensures that notices for public meetings reach all segments of the impacted community. The Title VI coordinator will identify the effective media platforms to share announcement and notices. Announcements are made in social media, general circulation newspapers, community newspapers, and email broadcast. City Administration contacts leaders and representatives in Affected Communities directly to confirm effective media platforms to reach all Affected Communities² and provide important feedback on translated materials. The office maintains records of all such notices and the efforts made to reach each of the Affected Communities.

¹ For more information about website accessibility, please visit ADA.gov.

² We will not subject any persons to discrimination based on race, color, national origin, age, sex, or creed. The term "protected communities" is used within this Title VI Plan to highlight the requirements of Title VI, 49 U.S.C. § 47123, the Age Discrimination Act of 1975, and in some instances, includes low-income populations under Executive Order 12898.

Detailed information on our public notice and outreach procedures is available in the City of Garden City CPP. A copy of the CPP will be available at www.garden-city.org. A copy of each CPP report completed since the last Title VI Plan will be attached to this Title VI Plan.

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

The City of Garden City will create a detailed CPP by December 31, 2024. A copy of the plan will be available at www.garden-city.org

6. Community Statistics

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

“Affected communities” means any readily identifiable group potentially impacted by an airport project or operation, such as the community immediately surrounding a project or a community in the flight path. There are no affected communities as the airport is located 8 miles away from Garden City.

Affected Communities ³	Population
<i>None</i>	<i>NA</i>

The airport does not have a community immediately surrounding the airport or in the flight path.

Low Income Communities⁴. Does not apply. The airport does not have a community immediately surrounding the airport or in the flight path.

A low-income area is an identifiable group of persons living in geographic proximity, whose median household income is at or below the Department of Health and Human Services poverty guidelines. Pursuant to Executive Order 12898, “Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations,” The City of Garden City is collecting information about affected and potentially affected low-income communities. According to U.S. Census Report, S1701: Poverty Status, the overall poverty level for the Finney County is approximately 12.8%. The poverty rate remains similar compared with the rest of the state. There are no Affected Communities immediately surround the airport or in the flight path.

Affected Communities	Poverty Rate
<i>None</i>	<i>NA</i>

Racial and Ethnic Communities. Does not apply. The airport does not have a community immediately surrounding the airport or in the flight path.

Demographic data for race, color, and national origin was evaluated to identify racial and ethnic

³ “Affected communities” means any readily identifiable group potentially impacted by an airport project or operation, such as the community immediately surrounding a project or a community in the flight path.

⁴ Low-income data must be collected to assist in our compliance with Environmental Justice requirements (not Title VI requirements). For example, this data will be utilized in our Community Participation Plan (CPP) to help ensure the meaningful involvement of low income communities in airport programs and activities.

communities and populations in each Affected Community. The demographic composition by race, color, or national origin for the specific

Affected Community: None
Total Affected Community Population: NA

Demographic Group within Affected Community	Number of People in Minority Group	Percent of Total Affected Community Population
<i>None</i>	<i>NA</i>	<i>NA</i>

Limited English Proficiency (LEP). The airport does not have a community immediately surrounding the airport or in the flight path. The requirement does not apply as there is not an affected community. However, the city acknowledges LEP persons who may utilize the airport facilities.

The goal of all language access planning and implementation is to ensure that the City of Garden City communicates effectively with limited English proficient (LEP) individuals. Effective language access requires self-assessment and planning. The next table lists non-English languages⁵ that are spoken in LEP households in the zip code of the airport. The data source is American Community Survey.

The threshold we have used for identifying the languages with significant LEP populations is the DOT LEP Policy Guidance safe harbor threshold, which is 5% or 1,000, whichever is less.⁶ The safe harbor for our community is 1,000. Please refer to the end of this document to find data for all languages in our community.

Languages Spoken by LEP Population that Meet the Safe Harbor Threshold	Number	Margin of Error
<i>Spanish</i>	5,213	+/-436

Frequency of contact with LEP individuals at the airport and airport-related activities

Languages Spoken by LEP Persons	A few times a year (12 or less days a year)	Several times a month (13 to 51 days a year)	At least once a week (52 to 364 days a year)	Every day (365 days a year)
<i>Spanish</i>			X	

Not applicable: Additional languages spoken by significant numbers of LEP persons in the

⁵ Recommend using language groups from the U.S. Census, and using data for the “Speak English less than ‘very well’” category for each language over the threshold.

⁶ See the DOT LEP Policy Guidance at <https://www.federalregister.gov/d/05-23972/p-133>. The safe harbor provisions apply to the translation of written documents only; however, it provides a consistent starting point for identifying significant LEP populations.

Affected Communities, local schools, emergency service providers, and others, include:

Additional Languages Spoken

None

This information is updated annually⁷ through checking the following resources:

Data Sources for Languages Spoken in Affected Community	Website link to Data Source
<i>U.S. Census Bureau</i>	B16001 - Census Bureau Tables

Beneficiary Diversity.

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

Description of Beneficiary Demographic Information Collection Methods

- City Administration conducts annual surveys of airport guests for customer satisfaction with airport concessions, restroom cleanliness, food offerings, and other elements and services.
- Participants at small business workshops, pre-bid meetings, and other public meetings are asked to complete an anonymous survey that includes demographic information.
- Businesses that submit bids or offers are asked to complete an anonymous survey that includes demographic information, submitted through a data collection website.

Staff and Advisory Board Diversity.

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

Description of Employee and Advisory Board Demographic Information Collection Methods

- Employees are asked to submit voluntary confidential demographic information at time of hiring. Job applicants are asked to submit the same information when submitting their job application through the job application website.
- Every 3 years, the city administration send an email to all board members asking them to voluntarily and anonymously enter demographic information through an online survey.

⁷ Data should be kept up-to-date, but this plan does not need to be updated for incremental data changes during the Plan’s 3-year period.

7. Potential or Known Community Impacts

Projects or services receiving federal financial assistance have the potential to touch so many aspects of American life. Thus, in general, no City of Garden City activity must have a discriminatory disparate impact on the basis of race, color, national origin (including LEP), sex (including sexual orientation and gender identity), creed, or age. This means that policies or procedures that have a disparate impact would require a well-documented substantial legitimate nondiscriminatory justification, summarized below. Impacts to protected communities must be avoided or minimized to the extent possible. No project with a discriminatory impact on protected communities will be undertaken.⁸

The airport does not have a community immediately surrounding the airport or in the flight path.

Existing Airport Facilities	Affected Community Impacted by Operation of the Facility
<i>None</i>	<i>None</i>

The airport does not have a community immediately surrounding the airport or in the flight path. Airport facility projects (including all alternatives) are in construction or expected to be in construction within the next 3 years does not apply.

Airport Facility Construction Projects	Affected Community Impacted by Construction of the Facility
<i>None</i>	<i>None</i>

We have analyzed the above existing facilities and facility construction projects for disparate impacts on the basis of race, color, or national origin (including LEP) and there is no impact as there are no Affected Communities. The airport does not have a community immediately surrounding the airport or in the flight path.

Facilities or Construction Projects with Disparate Impacts	Affected Community Impacted	Impact Can Be Eliminated?
<i>None</i>	<i>None</i>	<i>NA</i>

Justifications:

The airport is located 5-8 miles away from the nearest community.

⁸ In order to carry out an alternative with a discriminatory impact, the City of Garden City must demonstrate that there was a substantial legitimate justification for the decision. The sponsor must also show that alternatives with less discriminatory impacts were meaningfully considered and rejected for legitimate reasons.

8. Limited English Proficiency (LEP)

Executive Order 13166

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

In Community Statistics section, we identified the following languages spoken by LEP persons does not impact Affected Communities. However, the City acknowledges LEP persons who may utilize the airport facilities.

Language
<i>Spanish</i>

The City of Garden City does not collect data for languages spoken by airport guests.

Data Sources for Languages Spoken by Airport Guests	Website link to Data Source
<i>None</i>	<i>None</i>

Additional languages have not been identified as likely to be spoken by LEP airport guests

Language
<i>None</i>

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

Translation Services:

- All written notices contain a statement in the identified languages, when appropriate, of how to receive translated written materials.
- City staff may provide written translations for Spanish

Translation Vendors	Languages
<i>None</i>	<i>None</i>

- Information regarding translation services can be obtained at: none.

Location for Translation Assistance	Languages
<i>Volunteer multi-lingual staff</i>	<i>Spanish</i>

Interpretation Services:

- The following vendors have been identified for interpretation services:

Interpretation Vendors	Languages
<i>None</i>	<i>None</i>

- Information regarding interpretation services can be obtained at: none.

Location for Interpretation Assistance	Languages
<i>None</i>	<i>None</i>

Description of Interpretation Assistance Processes

- Staff may use translation applications or websites to assist persons if they are not multi-lingual.

9. Transportation

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

In the Community Statistics section of this plan, we identified there are no Affected Communities

10. Minority Businesses

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

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

Airport Business Opportunity	Minority Business Outreach Methods
Concessions and rental cars	Advertised on City of Garden City website and social media

Selections are in compliance with Title VI, Part 21, and related requirements. Information on the award process and documentation for specific bid decisions is kept with Airport Administrative Office.

11. Training

New employee orientation incorporates Title VI training. Topics include:

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

Refresher information will be provided annually.

12. Compliance Reviews, Audits, Complaints, Lawsuits, and Other Investigations

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

- Compliance reviews or audits concerning civil rights requirements⁹
- Complaints, lawsuits, or other investigations alleging noncompliance with civil rights requirements¹⁰

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

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

⁹ Includes any Title VI, ADA, Sec. 504, Title VII/EEO, or other civil rights program compliance review or audit to be performed on the City of Garden City or any of its sub-recipients by any State, local or Federal agency.

¹⁰ Includes allegations of discrimination based on race, color, national origin (including LEP), sex (including sexual orientation and gender identity), creed, or age, whether because of actions of the City of Garden City itself, or its employees, contractors, or tenants. Includes noncompliance with related administrative requirements under civil rights laws.

13. Title VI Complaints

49 CFR 21.11; 49 CFR 21 Appendix C (b)(3); 28 CFR 42.406(d)

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

1. Allege discrimination on the basis of race, color, national origin (including LEP), sex (including sexual orientation and gender identity), creed, or age or violations administrative requirements under Title VI or related laws.
2. Not only be for employment matters¹¹
3. Allege misconduct by the City of Garden City, including airport employees, contractors, concessionaires, lessees, or tenants.
4. Concern an airport facility or actions by the City of Garden City including airport employees, contractors, concessionaires, lessees, or tenants.

Rights. Any person who believes that he or she has been subjected to discrimination on the basis of race, color, national origin (including LEP), sex (including sexual orientation and gender identity), creed, or age has the right to file a complaint with the City of Garden City.¹²

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

Receipt of Complaint. The Coordinator will log in the complaint and promptly send copies of the complaint to include the office named in the complaint and the Airport Director.

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

Derek Ramos, Assistant City Manager, Title VI Coordinator
301 N. 8th, Garden City, Kansas, 67846
620-276-1143

Derek.ramos@gardencityks.us

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

¹¹ Complaints of employment discrimination must be addressed as required by EEOC and other applicable authorities with jurisdiction over employment matters. If an City of Garden City employment activity is supported by FAA-provided financial assistance or it is alleged that the employment discrimination affects the broader airport program, complaints about that activity must also be reported to FAA.

¹²

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

Discrimination Complaint Referral Procedure

Internal Complaint Referral. All Title VI complaints must be promptly forwarded to the Coordinator within 2 days.

Initial FAA Notification. A copy of each Title VI complaint will be forwarded to the FAA within 15 days of initial receipt (not the date that the Coordinator was notified). The Coordinator will forward a copy of the complaint and a statement describing all actions taken to resolve the matter, and the results thereof to the FAA Civil Rights staff. (Note: complaints based on disability do not have to be forwarded to FAA.) To transmit complaint information to the FAA, the Coordinator will be uploaded to the FAA Civil Rights Connect System, which issues automated notifications to FAA staff. The Coordinator will also seek technical assistance from FAA, as needed, throughout complaint intake, investigation and resolution process.

Investigation Procedure

Assignment of Investigator. The Coordinator will immediately begin the investigation or designate an investigator.

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

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

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

Investigation Report. After completing the investigation, the Coordinator will prepare a written report.

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

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

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

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

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

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

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

For information on filing a complaint with DOT/FAA, please contact Derek Ramos.

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

Website, In-person, and Other Distribution Methods

1 City of Garden City website (www.garden-city.org)

14. Population / Language Data

B16001 tables from www.census.gov

B16001	Kansas						Finney County, Kansas					
	Total		Below poverty level		Percent below poverty level		Total		Below poverty level		Percent below poverty level	
Label	Estimate	Margin of Error	Estimate	Margin of Error	Estimate	Margin of Error	Estimate	Margin of Error	Estimate	Margin of Error	Estimate	Margin of Error
Population for whom poverty status is determined	2,848,334	±261	129,670	±7,570	4.6%	±0.3	37,357	±167	4,791	±1,072	12.6%	±1.9
AGE												
Under 18 years	883,958	±1,024	35,362	±3,614	4.0%	±0.3	11,175	±209	1,922	±640	17.2%	±3.8
Under 5 years	176,863	±751	28,269	±3,665	16.0%	±0.9	2,893	±155	493	±220	17.1%	±3.9
5 to 17 years	511,095	±833	47,693	±4,471	9.3%	±0.5	8,282	±170	1,429	±493	17.2%	±3.9
Related children of householder under 18 years	486,360	±1,149	37,518	±3,552	7.7%	±0.5	11,117	±200	1,884	±641	16.9%	±3.8
18 to 64 years	1,897,733	±809	196,015	±4,704	10.3%	±0.3	21,361	±61	2,344	±504	10.7%	±2.1
18 to 34 years	643,110	±1,039	106,213	±3,146	16.5%	±0.9	8,816	±158	1,160	±311	13.1%	±3.1
35 to 64 years	1,257,623	±1,287	89,802	±3,568	7.1%	±0.2	12,545	±45	1,184	±242	9.4%	±2.2
65 years and over	645,924	±2,182	15,400	±1,870	2.4%	±0.1	6,096	±252	936	±246	15.3%	±3.9
65 years and over, 65 years and over	460,641	±891	17,303	±1,500	3.7%	±0.1	4,211	±91	529	±107	12.4%	±3.4
SEX												
Male	1,423,540	±1,453	147,308	±3,977	10.4%	±0.3	18,160	±157	1,876	±518	10.3%	±2.8
Female	1,424,794	±1,285	181,362	±4,484	12.8%	±0.3	19,197	±138	2,915	±659	15.5%	±3.6
RACE AND HISPANIC OR LATINO ORIGIN												
White alone	2,277,284	±4,647	222,311	±5,734	9.8%	±0.2	23,073	±609	2,935	±697	12.7%	±2.9
Black or African American alone	151,362	±2,207	35,321	±2,378	23.3%	±1.5	1,602	±156	317	±119	24.8%	±5.7
American Indian and Alaska Native alone	20,132	±1,442	1,971	±611	9.8%	±2.3	273	±130	7	±15	4.0%	±1.9
Asian alone	86,198	±1,031	10,987	±1,252	12.7%	±1.4	1,543	±116	14	±11	0.9%	±1.4
Native Hawaiian and Other Pacific Islander alone	2,523	±477	136	±44	5.4%	±1.8	26	±16	0	±0	0.0%	±0.9
Some other race alone	101,148	±1,828	20,717	±1,308	20.5%	±2.0	1,636	±75	185	±61	11.3%	±4.4
Two or more races	209,299	±4,811	16,797	±1,401	7.9%	±1.1	6,215	±448	1,057	±310	16.7%	±5.2
Hispanic or Latino origin (of any race)	361,780	±741	46,491	±3,223	12.6%	±0.9	18,289	±140	1,260	±309	16.9%	±4.7
White alone, not Hispanic or Latino	2,179,424	±2,027	196,015	±5,367	9.0%	±0.1	18,445	±131	1,124	±298	6.1%	±1.0
EDUCATIONAL ATTAINMENT												
Population 25 years and over	1,887,118	±1,200	178,054	±4,207	9.4%	±0.2	21,143	±391	2,317	±430	10.4%	±1.0
Less than high school graduate	150,910	±3,158	14,300	±1,511	9.5%	±0.3	6,251	±404	911	±131	14.6%	±2.7
High school graduate (includes equivalent)	475,808	±5,124	59,946	±3,029	12.6%	±0.4	5,381	±112	519	±130	11.1%	±1.6
Some college, associate's degree	396,271	±5,180	30,603	±1,968	7.7%	±0.3	4,587	±177	515	±112	8.9%	±1.1
Bachelor's degree or higher	664,129	±6,014	73,223	±1,381	11.0%	±0.2	4,211	±131	156	±52	3.6%	±1.0
EMPLOYMENT STATUS												
Civilian labor force 16 years and over	1,439,673	±5,110	109,215	±3,866	7.6%	±0.2	28,544	±472	1,447	±300	5.1%	±2.4
Employed	1,440,117	±5,144	111,516	±3,644	7.7%	±0.2	18,504	±307	1,019	±219	5.6%	±1.9
Male	783,779	±3,642	59,816	±3,001	7.6%	±0.2	18,134	±306	927	±220	4.9%	±2.1
Female	676,381	±4,518	51,700	±1,917	7.6%	±0.3	10,410	±166	520	±108	6.5%	±1.6
Unemployed	58,511	±2,076	18,223	±1,181	31.2%	±1.8	1,640	±96	438	±124	26.8%	±7.3
Male	31,548	±1,163	9,152	±579	28.8%	±2.5	600	±24	114	±37	19.0%	±4.9
Female	26,963	±1,480	9,071	±641	33.4%	±2.6	1,040	±72	324	±87	31.8%	±7.1
WORK EXPERIENCE												
Population 16 years and over	2,238,883	±1,484	243,203	±5,107	10.9%	±0.2	37,497	±446	1,062	±111	11.1%	±2.2
Worked full-time year-round												
In the past 12 months	1,062,645	±6,132	18,214	±1,556	1.7%	±0.1	14,680	±385	111	±44	0.8%	±1.0
Worked part-time or part-year												
In the past 12 months	821,258	±5,160	18,756	±1,670	2.3%	±0.1	6,073	±192	1,461	±161	24.1%	±5.5
Did not work	654,980	±4,911	125,233	±3,791	19.3%	±0.5	6,744	±363	1,589	±311	23.5%	±5.5
ALL INDIVIDUALS WITH INCOME BELOW THE FOLLOWING POVERTY RATIOS												
50 percent of poverty level	150,110	±3,249	(0)	(0)	(0)	(0)	2,470	±712	(0)	(0)	(0)	(0)
125 percent of poverty level	416,658	±8,184	(0)	(0)	(0)	(0)	6,494	±1,211	(0)	(0)	(0)	(0)
150 percent of poverty level	549,902	±8,826	(0)	(0)	(0)	(0)	8,428	±1,211	(0)	(0)	(0)	(0)
180 percent of poverty level	714,767	±10,430	(0)	(0)	(0)	(0)	10,130	±1,136	(0)	(0)	(0)	(0)
200 percent of poverty level	885,732	±10,018	(0)	(0)	(0)	(0)	11,418	±1,216	(0)	(0)	(0)	(0)
300 percent of poverty level	1,314,111	±11,830	(0)	(0)	(0)	(0)	28,804	±1,090	(0)	(0)	(0)	(0)
400 percent of poverty level	1,790,623	±12,181	(0)	(0)	(0)	(0)	28,617	±915	(0)	(0)	(0)	(0)
500 percent of poverty level	2,071,062	±10,640	(0)	(0)	(0)	(0)	30,212	±786	(0)	(0)	(0)	(0)
UNRELATED INDIVIDUALS FOR WHOM POVERTY STATUS IS DETERMINED												
Male	786,134	±1,614	15,061	±1,311	1.9%	±0.1	1,346	±60	446	±102	11.1%	±4.8
Female	288,975	±1,413	77,264	±2,345	26.7%	±0.8	2,731	±79	1,223	±330	41.0%	±8.8
15 years	680	±189	100	±109	14.6%	±4.1	25	±41	25	±41	100.0%	±17.0
16 to 17 years	2,714	±433	2,685	±441	97.1%	±0.0	13	±19	21	±23	200.0%	±79.0
18 to 34 years	181,114	±2,199	46,489	±1,193	25.6%	±1.0	849	±275	108	±113	41.2%	±15.7
35 to 64 years	188,456	±2,417	28,968	±1,317	15.4%	±0.2	1,196	±248	219	±144	21.0%	±5.3
65 to 84 years	61,028	±2,117	11,816	±1,044	19.4%	±0.7	393	±284	142	±80	34.3%	±8.4
85 to 94 years	62,345	±1,942	11,468	±943	18.4%	±0.4	565	±279	88	±64	12.0%	±11.0

016001	Kansas							Dewey County, Kansas						
	Total		Below poverty level		Percent below poverty level		Total		Below poverty level		Percent below poverty level			
	Estimate	Margin of Error	Estimate	Margin of Error	Estimate	Margin of Error	Estimate	Margin of Error	Estimate	Margin of Error	Estimate	Margin of Error		
55 to 64 years	64,230	±2,057	21,077	±580	32.8%	±1.0	644	±179	246	±99	23.3%	±3.6		
65 to 74 years	28,029	±1,799	11,827	±765	42.2%	±1.0	730	±168	183	±65	25.1%	±11.8		
75 years and over	76,261	±3,958	31,987	±1,769	42.1%	±1.0	967	±225	266	±119	27.5%	±10.6		
Mean income (dollar) for unrelated out-of-state (MIDUS)	7,650	±134	671	±21	8.8%	±0.1	7,585	±99	651	±17	8.6%	±0.1		
Worked full time, year-round in the past 12 months	796,123	±11,879	21,826	±659	2.7%	±0.1	13,061	±482	72	±17	0.5%	±1.9		
Worked less than full time, year-round in the past 12 months	171,948	±10,711	55,979	±1,079	32.6%	±1.1	1,780	±306	514	±107	28.9%	±11.8		
Did not work	1,860,008	±21,841	777,963	±13,880	41.8%	±1.0	1,730	±411	963	±266	55.7%	±12.3		
Population in housing units for	2,822,034	±25	1,110,033	±7,814	39.3%	±0.1	17,271	±164	4,739	±1,071	27.4%	±4.9		

S1701 tables from www.census.gov

Finney County, Kansas						
S1701	Total		Below poverty level		Percent below poverty level	
	Estimate	Margin of Error	Estimate	Margin of Error	Estimate	Margin of Error
Population for whom poverty status is determined	37,357	±167	4,791	±1,072	12.8%	±2.9
AGE						
Under 18 years	11,175	±169	1,922	±640	17.2%	±5.8
Under 5 years	2,889	±155	493	±220	17.1%	±7.5
5 to 17 years	8,286	±170	1,429	±493	17.2%	±5.9
Related children of householder under 18 years	11,117	±200	1,884	±643	16.9%	±5.8
18 to 64 years	21,951	±91	2,444	±504	10.7%	±2.3
18 to 34 years	8,826	±158	1,160	±361	13.1%	±4.1
35 to 64 years	13,125	±185	1,184	±782	9.0%	±2.2
65 years and over	6,096	±232	810	±246	13.3%	±3.9
65 years and over	4,231	±91	575	±207	12.4%	±4.8
SEX						
Male	19,180	±157	1,976	±538	10.3%	±2.8
Female	18,177	±138	2,815	±659	15.5%	±3.6
RACE AND HISPANIC OR LATINO ORIGIN						
White alone	23,073	±969	2,935	±697	12.7%	±2.9
Black or African American alone	1,602	±156	397	±119	24.8%	±19.7
American Indian and Alaska Native alone	173	±130	7	±15	4.0%	±9.9
Asian alone	1,542	±116	34	±53	2.2%	±3.4
Native Hawaiian and Other Pacific Islander alone	26	±36	26	±36	100.0%	±55.9
Some other race alone	4,606	±775	335	±191	7.3%	±4.4
Two or more races	6,335	±948	1,067	±520	16.7%	±8.2
Hispanic or Latino origin (of any race)	19,289	±150	3,260	±909	16.9%	±4.7
White alone, not Hispanic or Latino	14,645	±131	1,124	±298	7.7%	±2.0
EDUCATIONAL ATTAINMENT						
Population 25 years and over	22,443	±101	2,827	±450	10.4%	±2.0
Less than high school graduate	6,253	±484	991	±341	15.8%	±5.2
High school graduate (includes equivalency)	5,382	±512	595	±130	11.1%	±2.6
Some college, associate's degree	6,587	±477	585	±212	8.9%	±3.1
Bachelor's degree or higher	4,121	±433	156	±82	3.8%	±2.0
EMPLOYMENT STATUS						
Civilian labor force 16 years and over	19,544	±472	1,647	±460	7.4%	±2.4
Employed	18,504	±587	1,039	±359	5.6%	±1.5
Male	10,134	±386	507	±220	4.9%	±2.1
Female	8,170	±450	532	±208	6.5%	±2.6
Unemployed	1,040	±296	408	±234	39.2%	±17.3
Male	600	±224	114	±87	19.0%	±14.9
Female	440	±218	294	±192	66.8%	±21.1
WORK EXPERIENCE						
Population 16 years and over	27,497	±146	3,062	±611	11.1%	±2.2
Worked full-time, year-round in the past 12 months	14,660	±585	311	±144	2.1%	±1.0
Worked part-time or part-year in the past 12 months	6,078	±592	1,161	±381	19.1%	±5.5
Did not work	6,759	±583	1,590	±351	23.5%	±4.5
ALL INDIVIDUALS WITH INCOME BELOW THE FOLLOWING POVERTY RATIOS						
50 percent of poverty level	2,470	±712	(X)	(X)	(X)	(X)
125 percent of poverty level	6,494	±1,221	(X)	(X)	(X)	(X)
150 percent of poverty level	8,403	±1,231	(X)	(X)	(X)	(X)
185 percent of poverty level	10,620	±1,196	(X)	(X)	(X)	(X)
200 percent of poverty level	11,459	±1,246	(X)	(X)	(X)	(X)
300 percent of poverty level	20,604	±1,060	(X)	(X)	(X)	(X)
400 percent of poverty level	26,657	±915	(X)	(X)	(X)	(X)
500 percent of poverty level	30,292	±786	(X)	(X)	(X)	(X)
UNRELATED INDIVIDUALS FOR WHOM POVERTY STATUS IS DETERMINED						
Male	3,346	±401	446	±162	13.3%	±4.8
Female	2,736	±370	1,123	±350	41.0%	±9.8
15 years	25	±41	25	±41	100.0%	±57.0
16 to 17 years	13	±19	13	±19	100.0%	±79.0
18 to 24 years	849	±225	350	±153	41.2%	±15.7
25 to 34 years	1,396	±248	293	±144	21.0%	±9.3
35 to 44 years	993	±284	142	±90	14.3%	±8.4
45 to 54 years	565	±179	68	±64	12.0%	±11.0
55 to 64 years	844	±195	246	±96	29.1%	±8.6
65 years and over	730	±168	188	±86	25.8%	±11.4
Mean income deficit for unrelated individuals (dollars)	7,585	±383	(X)	(X)	(X)	(X)
Worked full-time, year-round in the past 12 months	3,062	±480	72	±57	2.4%	±1.9
Worked less than full-time, year-round in the past 12 months	1,290	±306	554	±207	42.9%	±12.0
Did not work	1,730	±341	943	±286	54.5%	±10.2
Population in housing units for	37,274	±164	4,720	±1,071	12.7%	±2.9

15. Completed Unlawful Discrimination Poster

Unlawful Discrimination

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

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

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

Coordinator: Derek Ramos
Phone: 620-276-1143
Address: City of Garden City
301 N. 8th
Garden City, Kansas 67846

Discriminación Ilegal

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

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

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

Coordinador: Derek Ramos
Teléfono: 620-276-1143
Dirección: City of Garden City
301 N. 8th
Garden City, Kansas 67846



U.S. Department of Transportation
Federal Aviation Administration

143-10703A