

# **SAN ANGELO METROPOLITAN PLANNING ORGANIZATION**



## **PUBLIC PARTICIPATION PLAN**

NOVEMBER 13, 2014

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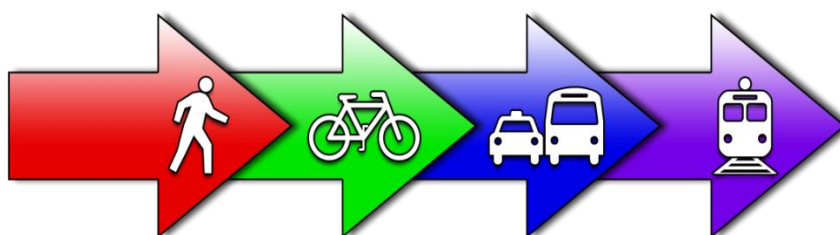
# *The plan to help **YOU** get involved and stay involved in Transportation Issues in your community.*

## **Prepared by**

San Angelo Metropolitan Planning Organization

## **In cooperation with**

U.S. Department of Transportation  
Federal Highway Administration  
Federal Transit Administration  
Texas Department of Transportation  
Concho Valley Transit District  
City of San Angelo  
Tom Green County



METROPOLITAN PLANNING ORGANIZATION  
S A N A N G E L O

## **Disclaimer**

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## INTRODUCTION

### Background

In 1962, Congress passed legislation, which required urban areas to create, and implement transportation plans in order to receive federal highway funds. Formal transportation planning activities in the San Angelo metropolitan area began in 1964 when the City of San Angelo, Tom Green County, the Texas Highway Department, and the U. S. Department of Commerce initiated a transportation study. This transportation study was completed in 1966 with the formal adoption of a transportation plan. While many revisions have been made, the original scope of this transportation plan remains. In 1973, the Governor of Texas designated the City of San Angelo as the Metropolitan Planning Organization (MPO) for the San Angelo urban area.

### Role of the San Angelo Metropolitan Planning Organization

SA-MPO works cooperatively with the Texas Department of Transportation (TxDOT), City of San Angelo (COSA), Tom Green County, Concho Valley Transit District (CVTD), and other local entities to provide the best transportation plans possible while maintaining a financially constrained budget. SA-MPO and other interested agencies coordinate planning activities to guarantee that transportation facilities meet the short and long-range needs of San Angelo and the surrounding area. The purpose of SA-MPO is to coordinate regional transportation planning among the state, county, and city within the metropolitan area and thus provide continuous, cooperative, and comprehensive planning. *SA-MPO primarily focuses on five modes of transportation planning: Highways, Streets, Pedestrian, Bicycle, and Public Transportation.*



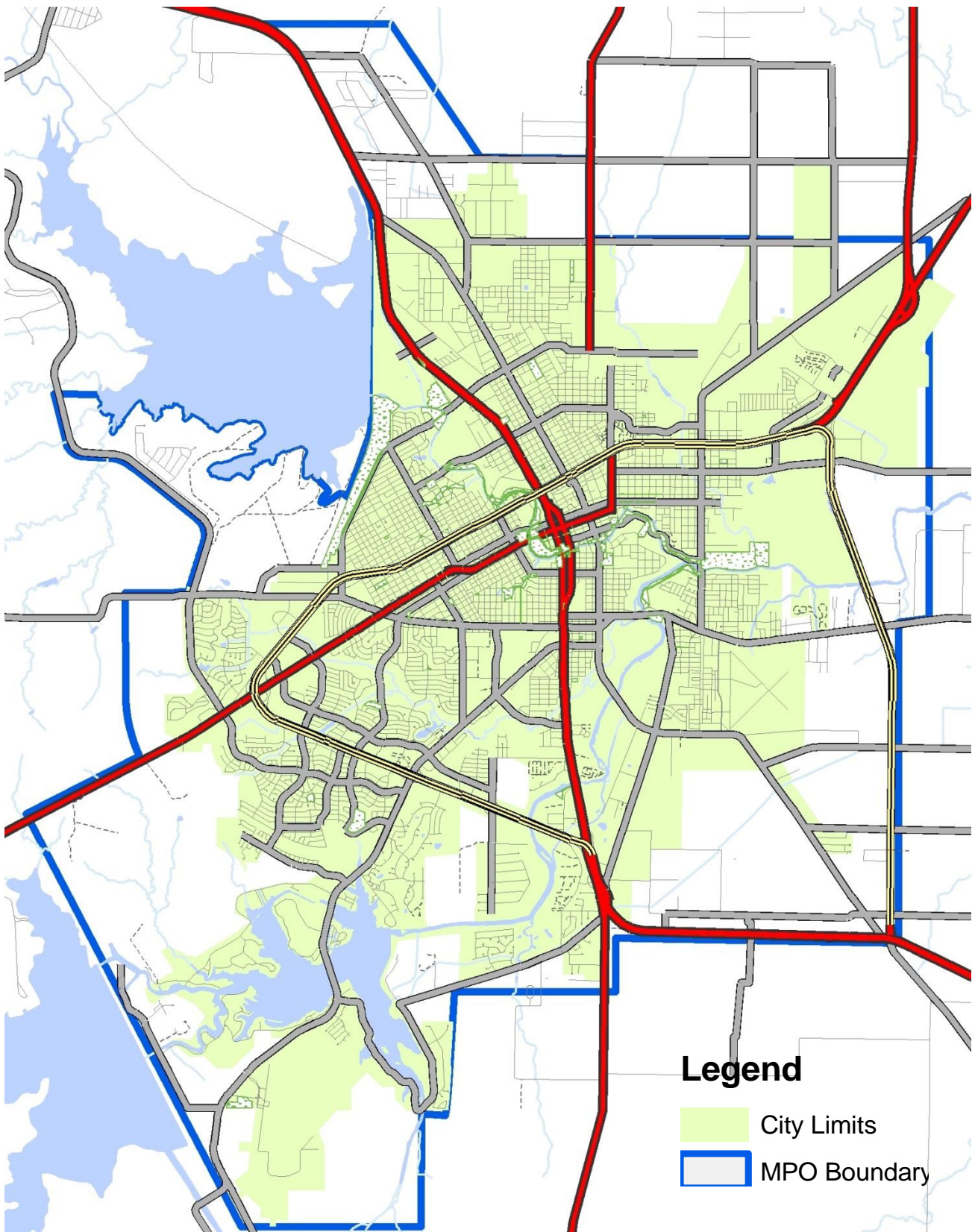
### Public Participation Plan Administration and Responsibilities

Public participation is required for any entity that receives Federal Highway Administration or Federal Transit Administration Funds. The Director of the San Angelo Metropolitan Planning Organization is responsible for validating public participation requirements, which includes implementing certain elements and verifying the process is in accordance with federal and state regulations. The MPO Director at times may increase public participation/public involvement efforts for transportation projects that affect a wider audience.

### San Angelo Metropolitan Planning Organization Planning Boundary

The San Angelo Metropolitan Planning Area encompasses approximately 116 square miles of Tom Green County. The City of San Angelo is the only incorporated area within the boundary. The 2010 census estimated a population of 93,200 for the designated Urban Area Boundary of which the majority of the population resides within the City of San Angelo. The population outside of the City in the metropolitan planning area is mainly rural with spotted urbanized development.







## PUBLIC PARTICIPATION LEGISLATION

### **SAFETEA-LU**

On August 10, 2005, the President signed into law the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU). With guaranteed funding for highways, highway safety, and public transportation totaling \$244.1 billion, SAFETEA-LU represented the largest surface transportation investment in our Nation's history.

The two landmark bills that brought surface transportation into the 21st century the Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA) and the Transportation Equity Act for the 21st Century (TEA-21) shaped the highway program to meet the Nation's changing transportation needs. SAFETEA-LU built on this firm foundation, supplying the funds and refining the programmatic framework for investments needed to maintain and grow our vital transportation infrastructure.

This plan should reflect as appropriate consultation and coordination activities undertaken in consideration of the safety, security, and environmental planning factors. SAFETEA-LU mandates that the metropolitan transportation planning process contain the following public participation elements:

1. Include a proactive public participation process that provides complete information, timely public notice, full public access to key decisions, and supports early and continuing participation of the public in developing plans and Transportation Improvement Programs (TIPs) and meets the requirements and criteria specified as follows:
  - Require a minimum public comment period of 30 days before the public participation process is initially adopted or revised.
  - Provide reasonable public access to technical and policy information used in the development of plans, TIPs, and open public meetings where matters related to the Federal-aid highway and transit programs are being considered.
  - When significant written and oral comments are received on the draft transportation plan or TIP (including the financial plan) as a result of the public participation process or the interagency consultation process required under the US EPA's conformity regulations, a summary, analysis, and report on the disposition of comments will be made part of the final plan and TIP.
  - Provide timely information about transportation issues and processes to citizens, affected public agencies, representatives of transportation agency employees, private providers of transportation, other interested parties, and segments of the community affected by transportation plans, programs, and projects (including but not limited to central city and other local jurisdiction concerns).
  - Require adequate public notice of public participation activities and time for public review and comment at key decision points, including, but not limited to, approval of plans and TIPs.

- Seek out and consider the needs of those traditionally underserved by existing transportation systems, including but not limited to low-income and minority households.
  - Public participation processes will be periodically reviewed by the MPO in terms of their effectiveness in assuring that the process provides full and open access to all.
  - Demonstrate explicit consideration and response to public input received during the planning and program development processes.
  - If the final transportation plan or TIP differs significantly, from the one, which was made available for public comment by the MPO, and raises new material issues, which interested parties, could not reasonably have foreseen from the public participation efforts, an additional opportunity for public comment on the revised plan or TIP will be made available.
  - These procedures will be reviewed by the FHWA and the FTA during certification reviews to assure that full and open access is provided to MPO decision-making processes.
  - Metropolitan public participation processes will be coordinated with statewide public participation processes wherever possible to enhance public consideration of the issues, plans, and programs and reduce redundancies and costs.
2. Be consistent with Title VI of the Civil Rights Act of 1964 and the Title VI assurance executed by each State under 23 U.S.C. 324 and 29 U.S.C. 794, which ensure that no person will, on the grounds of race, color, sex, national origin, or physical handicap, be excluded from participation in, be denied benefits of, or be otherwise subjected to discrimination under any program receiving Federal assistance from the United States Department of Transportation.
  3. Comply with Presidential Executive Order 12898 Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations. Environmental Justice directed federal agencies to develop environmental justice strategies to help federal agencies address disproportionately high and adverse human health or environmental effects of their programs on minority, elderly, disabled, and low-income populations. Moreover, this order is intended to promote nondiscrimination in federal programs that affect human health and the environment. It aims to provide underrepresented communities access to public information and public participation in matters relating to human health and the environment.

The Environmental Protection Agency defines Environmental Justice as the “fair treatment of people of all races, cultures, and income with respect to the development, implementation, and enforcement of environmental laws, regulations, programs, and policies”. Fair treatment means that no racial, ethnic, or socioeconomic group should bear a disproportionate share of the negative environmental consequences resulting from the operation of industrial, municipal, and commercial enterprises and from the execution of federal, state, local, and tribal programs and policies.

## **Moving Ahead for Progress in the 21st Century**

On July 6, 2012, President Barack Obama signed into law a new two-year transportation reauthorization bill known as Moving Ahead for Progress in the 21st Century Act (MAP-21). The bill governs the United States federal surface transportation spending and was passed after several extensions of its predecessor. Though new and short term, the bill does not significantly alter total funding from the previous authorization. The bill includes changes to the legal framework that directs federal transportation funding, generally providing more flexibility to states and other recipients.

One noteworthy change stated in the bill is that it requires the establishment of performance measures and targets. It requires MPOs and states to create a performance-based and multimodal program to strengthen the U.S. transportation system. The performance measures would focus on issues such as planning, highway safety, highway conditions, congestion, system performance, and transit performance. The Federal Highway Administration identifies three fundamental environmental justice principles:

- To avoid, minimize, or mitigate disproportionately high and adverse human health and environmental effects, including social and economic effects, on minority populations and low-income populations.
- To ensure the full and fair participation by all potentially affected communities in the transportation decision-making process.
- To prevent the denial of, reduction in, or significant delay in the receipt of benefits by minority and low-income populations.



## PUBLIC PARTICIPATION PROCESS GENERAL GUIDELINES

This Participation Plan is intended to provide regulation for public involvement activities to be conducted by the Metropolitan Planning Organization and contains the policies, goals, objectives, and techniques used by the MPO for public involvement. In its public participation process, the MPO will:

- Provide timely information about transportation issues and processes to citizens, affected public agencies, representatives of transportation agencies, private providers of transportation, other interested parties and segments of the community affected by transportation plans, programs and projects (including but not limited to local jurisdiction concerns).
- Provide reasonable public access to technical and policy information used in the development of the long-range Transportation Plans, the Transportation Improvement Program, and other appropriate transportation plans and projects, and conduct open public meetings where matters related to transportation programs are being considered.
- Give adequate public notice of public participation activities and allow time for public review and comment at key decision points, including, but not limited to, approval of the Long-Range Transportation Plans, the Transportation Improvement Program, and other appropriate transportation plans and projects. If the final draft of any transportation plan differs significantly from the one available for public comment by the MPO and raises new material issues, which interested parties could not reasonably have foreseen, an additional opportunity for public comment on the revised plan will be made available.
- Respond in writing, when applicable, to public input. When significant written and oral comments are received on the draft transportation plan (including the financial plan for the TIP and Long-Range Transportation Plan) because of the public participation process or the interagency consultation process required under SAFETEA-LU, report on the disposition of comments will be made part of the final plan.
- Solicit the needs of those under-served by existing transportation systems, including but not limited to the transportation disadvantaged, minorities, elderly, persons with disabilities, and low-income households. SAFETEA-LU requires that the MPO will provide reasonable opportunities for affected public agencies, representatives of public transportation employees, freight shippers, providers of freight transportation services, private providers of transportation, representatives of users of public transportation. Other required parties include representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled, and other interested parties with a reasonable opportunity to comment on the transportation planning process via Section 6001(i)(5)(A).

## PUBLIC PARTICIPATION PLAN GOALS

The San Angelo Metropolitan Planning Organization is dedicated to the citizens of the community and is always willing to listen and take comments. As a member of the community, you have the opportunity to get involved with the organization and share your thoughts and ideas.

The Public Participation Plan (PPP) is the official procedural document that the San Angelo MPO observes to ensure transportation-planning processes include input from the citizens, advisory committees, private transportation providers, agencies, and other interested parties and stakeholders.

The San Angelo MPO understands and recognizes the importance of the Participation Plan. To provide a clear and concise direction for stakeholder involvement, the PPP has the following goals:

- **Visibility:** Raise awareness of the MPO as a leader in transportation planning for San Angelo and Tom Green County.
- **Engagement:** Involve the public in every phase of the transportation planning process.
- **Notification:** Notify the public when key decisions are being made and provide opportunities for comment.
- **Responsiveness:** Ensure that issues raised by the public are explicitly considered and responded to.
- **Communication:** Ensure that all communication media and MPO plans are presented in a format understood by partner agencies and the public.
- **Resourcefulness:** Be creative-optimize and use resources dedicated to public participation effectively.
- **User-Friendliness:** Provide user-friendly collateral materials and communicate in a clear, credible, concise, and consistent manner. Use Visualization techniques to describe plans from citizen perspective.
- **Ease:** Reach out to inform and engage populations that have potential to be under-served in transportation decision making.
- **Compliance:** Meet or exceed the spirit, intent, and requirements of local, state, and federal regulations.



## PUBLIC PARTICIPATION MECHANISMS

### Introduction

Communicating effective information to the community can sometimes be a difficult task because everyone has their personal preferences on how they choose to receive and get information. Some prefer television and radio, while others rely on the internet and email. In an attempt to solicit public comments and to reach as many stakeholders as possible, the San Angelo MPO uses various mechanisms. These include social media, television, community meetings, and committee meetings. Below are details on the numerous ways the MPO engages the community.

### Policy Board Meetings

All meetings of the San Angelo MPO Policy Board are held in compliance with the Texas Open Meetings Act. This provides those interested in MPO activities with an opportunity to participate at every public meeting. The Policy Committee typically holds a regular meeting on the second Thursday of every month as needed. At times additional meetings may be scheduled as necessary. In the event of meeting conflicts or cancellations, notification is distributed accordingly.

The MPO staff is responsible for preparing the meeting agenda, composing the agenda packet, and distributing all materials related to meetings. Additionally, MPO staff provides any technical assistance necessary during the meeting for attendees and presenters. Notification of meetings can be provided through the following methods:

- Meeting notices will be posted at City Hall and on the San Angelo MPO website ([www.sanangelompo.org](http://www.sanangelompo.org)) a minimum of seventy-two (72) hours in advance.
- The location, date, time, and subject matter of meetings will be listed on the agenda. Public input on an agenda item will be taken at its appropriate time. Public input on an item not on the agenda may be identified and requested for consideration as a future agenda topic.
- Agendas will be sent via e-mail or mail to all persons in the SA-MPO database, and agendas will be distributed to local media companies and links posted on MPO social media sites.
- Materials & handouts related to items on the agenda will be made available prior to each meeting and will be posted on the MPO website.
- All meetings will be open to the public unless otherwise noted and accommodations for those with disabilities will be made upon request if the meeting room is not accessible.





## Public Hearings

Public hearings will be held prior to the approval of the final Transportation Improvement Plan (TIP) and Metropolitan Transportation Plan (MTP). Major modifications to the TIP and MTP, which involves a change to the list of projects, the project scope of work, or phase of work, and change in funding amounts, will require public notice and a public hearing. Public hearings will be scheduled in a manner that makes them accessible to the community. The date, time, location, and subject matter of the hearing will be published in the local newspaper and on the San Angelo MPO website at least seventy-two (72) hours in advance.



The local government and the public access channel are notified of public hearings and will be invited to televise such meetings. The San Angelo MPO will be responsible for preparing an agenda, distributing announcements, providing technical assistance, making presentations, or arranging for others to make a presentation.

## Public Appearances and Presentations

The San Angelo MPO makes every effort to comply with requests from civic or professional groups, organizations, or committees to present or discuss information related to the work of the San Angelo MPO, TIPs, or MTPs. Large groups or organizations wishing to make a presentation should contact MPO staff in a timely matter so arrangements can be made for presentations. Conversely, if any group, organization, or agency wishes to have a presentation made, they can contact the MPO office and make a request. The MPO staff routinely makes presentations about the organization and other transportation-related elements that take place within the MPO boundary.

## Committees

To assist in soliciting public opinion and comment, and in publicizing TIPs, MTPs and other issues that affect transportation within the community and the San Angelo MPO boundary, the MPO Policy Board may designate an advisory committee. The Citizen Advisory Committee will be a combination of volunteers from the community who are key public representatives, stakeholders, and concerned citizens.

The Committee will seek comments from community groups, organizations, and the public. MPO staff will provide assistance for the Committee or will arrange for other assistance. Committees will serve at the discretion of the Policy Board. This committee can be ad-hoc or can be continual.





## **Website**

The San Angelo Metropolitan Planning Organization maintains a website, [www.sanangelompo.org](http://www.sanangelompo.org), which includes all major MPO documents. The site includes the following formally adopted documents: Metropolitan Transportation Plan, Transportation Improvement Program, Unified Planning Work Program, and Public Participation Plan. In addition, other relevant information pertaining to traffic accident locations, construction sites, and current projects are listed. The site contains MPO agendas, minutes, and public hearing information. Public comment forms, transportation surveys, and requests for meeting notifications are listed as well.

## **Social Media**

As technology continues to evolve, the MPO realizes that it is crucial to take advantage of as many social media resources as possible to reach as many individuals as possible. Therefore, the MPO will incorporate social media into the public participation process. Such avenues could include Facebook, Twitter, Apps, Skype, YouTube, blogs, etc. The MPO believes that social media is necessary for social interaction and communication. Furthermore, social media provides an equal opportunity for those that wish to have input but cannot attend public hearings or meetings.



## **Public Information Communication**

The San Angelo MPO makes every effort to involve individuals or groups who might be interested in our work, particularly the disabled, transportation workers, businesses that provide transportation, people who walk, run, or bike for recreation or transportation purposes. Other groups include labor organizations, homeowners, senior citizens, military personnel, environmentalists, students and educators, as well as people dependent on, or underserved by transit in the planning process.

## **Media**

In a continued effort to reach as many individuals, citizens, and interested parties as possible, the MPO maintains a list of media contacts, including radio, television, and newspapers will be kept and maintained. The local government access channel will be utilized when possible to reach as many citizens within the community and surrounding areas.

## **Database and Contacts**

The MPO staff maintains a database of those interested in notification of public meetings, hearings, and other MPO planning processes. All organizations/individuals typically remain in the database until they either request to be removed or the mail returns as undeliverable. A public notification request form can be completed at any MPO meeting or public hearing.

Interested parties can receive MPO forms by calling the MPO staff, coming to the MPO office, by e-mail, mail, or via the MPO website. The following is a list of possible interested parties in the MPO's database of contacts:

- Elected officials
- Local government staff
- Transportation agencies (port, airports, transit, etc.)
- Local Media (TV, radio, print, etc.)
- Homeowners associations
- Civic or Special interest groups (other interested parties)
- Libraries (for public display)
- Native American Tribal Councils
- Private freight shippers
- Public transportation providers & employees
- Motorized vehicle users
- Freight transportation services
- Private providers of transportation
- Public transportation users
- Disabled or elderly individuals
- Pedestrian walkway users
- Bicycle transportation facility users

Consultation with Federal, State and local agencies responsible for land use management, natural resources, environmental protection, conservation, historic preservation, and other environmental issues. Additionally, discussion with parties that have an interest in the planning and development of the transportation network including affected public agencies in the metropolitan planning area

These individuals and groups are advised through presentations or a notice emailed/mailed at the start of the TIP and MTP cycles. These individuals and groups will receive notification at least seventy-two hours prior to any public meeting, public review period, or public comment period regarding the presentation, amendment, or adoption of the TIP or MTP.

A continuing good faith effort is made to contact local groups and inform citizens of public meetings, and review and comment periods. San Angelo MPO staff will use one or more of the following activities to encourage public participation:

- Placement of documents and comment forms in public and university libraries
- Newsletters/MPO App
- Presentations to community groups
- Neighborhood meetings (meetings will be varied in time and day, such as evenings and weekends to allow all members of the community the opportunity to participate in the decision process)
- Access on public cable television
- MPO website & other websites
- Newspaper/Radio media coverage
- Social media sites
- Encourage participation of all its study area residents; especially those defined by FHWA as “traditionally underserved”.

## DOCUMENT REVISION GUIDELINES

The Metropolitan Transportation Plan (MTP), Transportation Improvement Program (TIP), and other MPO documents are commonly revised to include new projects, new funding, or to delete projects. Sometimes these revisions are formal and require public notice and board approval.

Conversely, not all of the MPOs revisions require a formal amendment process. For this reason, document revisions are broken down into two categories: Major and Administrative. The basic distinction between these types of amendments is Major Amendments require public notice, public involvement, and board approval. Minor (administrative) amendments are completed with notation outlined in the document.



Generally, significant changes to the design concept, cost, scope of project, or addition/deletion of a project listing requires a Major Amendment. Minor changes in fund sources, description, lead agency, funding years, or typographical errors may be processed via administrative amendments. Below are examples of each type of amendment.

### Major Amendment

As stated above, Major Amendments require formal notice such as community engagement and policy board approval. Examples of these types of modifications are:

- Adding or deleting major regionally significant highway or transit projects
- Changes in an estimated federal cost are greater than 50% and result in a revised total cost exceeding \$1,499,999
- Changes in the type of work, length, or termini of a regionally significant highway or transit project from its original MTP/TIP description
- Changes from non-federal to federal funds involving regionally significant highway or transit projects

### Administrative Amendment

Administrative Modifications may be made as long as the change occurs within the period of the documents life span. If there is no change in the total funding amount, and the change does not adversely affect the timely implementation and financial constraint finding of the Transportation Improvement Program.

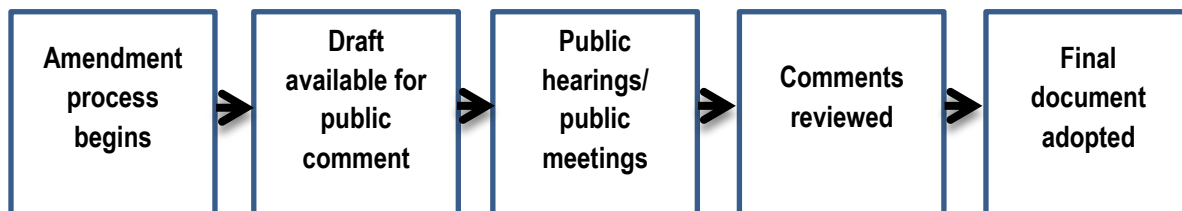
- Minor data entry errors including typos, grammatical errors, etc.
- Changes in federal, state or local funding source or project sponsor (not including those MTP/TIP actions that involve changes from non-federal to federal funds)
- Moving a project and its funding from one fiscal year to another within the period of the Metropolitan Transportation Plan or Transportation Improvement Program.

## Document Revision Table

PLAN/PROGRAM ELEMENT	ACTION TYPE	COMMENT PERIOD	REMARKS
Metropolitan Transportation Plan (MTP)	Adoption	30 days	Significant comments to MTP will be included in the document
	Amendment	15 days	
Transportation Improvement Program (TIP)	Adoption	30 days	Significant comments to TIP will be included in the document
	Amendment	15 days	
Unified Planning Work Program (UPWP)	Annually, in conjunction with a regular meeting of the MPO Policy Board	N/A	Although not required, comments may be solicited for document
Public Participation Plan (PPP)	As needed, in conjunction with a regular meeting of the MPO Policy Board	45 days	Significant comments to PPP will be included in the document
Other Plans and Programs	Amendments or Changes	N/A	Significant changes to these documents may be solicited but are not required
POLICY BOARD MEETINGS			
SA-MPO Policy Board Meetings	Regular meetings are held the second Thursday of each month or as needed	- Public comment at the beginning of each meeting and on each agenda item - Agendas are posted 72 hours in advance of each meeting at specified locations	
OTHER PARTICIPATION ELEMENTS			
Transit Fixed Routes	Major Changes	15 days	Route changes +/- 25% are considered Major Changes
	Minor Changes	N/A	
SA-MPO Website	N/A	N/A	Meeting information, social media, plans, programs, reports
Citizen Advisory Committee (CAC)	As needed	N/A	Committee is called when necessary with board approval
Technical Assistance	As needed	N/A	Questions, comments, or requests will be responded to in a timely manner
SA-MPO Staff Presentations	As needed	N/A	Available to address organizations, groups, or individuals
SA-MPO Publications	N/A	N/A	Newsletter, brochures, pamphlets, and cards

## DOCUMENT PUBLIC REVIEW AND COMMENT

The comments and feedback received from individuals, groups, organizations, etc. is vital to producing transportation plans and programs that meet the needs of the community. In order to afford the public an opportunity to review major plans in detail, a public review and comment period is observed. The observance period is different between each of the documents, but generally, each requires a minimum of 15 days. The Public Participation Timetable in Appendix A provides more details of each period.



As mentioned earlier, the MPOs major documents such as the Metropolitan Transportation, Transportation Improvement Plan, Public Participation Plan, and Unified Planning Work Program all have different requirements when it comes to making changes or revisions.

As the depiction above demonstrates, the process for any type of amendment, either Major or Administrative, begins with creating a draft version of all of the proposed changes. Generally, for the San Angelo MPO, the entire document is not posted; just the pages proposed to be revised. Sometimes amendments are a few pages and other times, they can be several pages long. When the pages that are being modified are identified, they are made available to the public.

With the draft pages proposed for change in tact, the MPO staff then posts these pages on the MPO website for public viewing. Additionally, the staff provides copies of the changes in the office for those that wish to visit. It is at this time, that the public comment process begins and those with an interest in the changes have the opportunity to begin providing feedback.

Normally, the public review period runs concurrently with the public comment period. Since each document has a different minimum comment period, there may be times when the document is available longer than the public comment period. This however, does not mean that comments received after the public comment period has ended will not be accepted. Comments are always accepted and reviewed.

Document revisions that are determined to be major and have a significant impact may warrant public meetings or public hearings. When this is necessary, the MPO staff will advertise the public meeting through various mechanisms to ensure the meeting notice reaches the largest audience possible. If no public meeting is necessary, then the MPO staff will still provide as much information as possible about the proposed document revision.

After the public comment period has concluded, the MPO staff gathers all of the comments, reviews them, then compiles a summary. The summary of comments is included with the document notation. Comments that are determined to be major are presented to the MPO Policy Board at the same time as the proposed document approval.

## **PUBLIC TRANSPORTATION ROUTE GUIDELINES**

Economic fluctuations, aging population, and fuel costs in today's economy have contributed to increasingly more people needing reliable and adequate public transportation into the city as well as throughout. Coordinating existing services or determining the need for expanded services tends to require a new wave of thinking.

The San Angelo Metropolitan Planning Organization works with local public transportation providers to find new ways to integrate existing public transportation services so everyone has the means to be mobile. This includes those that are outside the reach of the metropolitan area (or urban area) because individuals in the nearby rural areas that use public transportation to and from San Angelo have a need for goods and services and should have equal access to them.

To truly serve the transportation market, we all must find ways to make service less secluded and regional with seamless connections for passengers between providers. Benefits of coordinated, seamless transportation services ensure that everyone has accessibility to medical services, jobs, and other activities. This effort also helps to provide relief for roads and highways that are congested.

### **Transit Services**

The Concho Valley Transit District (CVTD) is the lead agency for the Concho Valley and operates the rural and urban transportation system. CVTD provides service to the residents of San Angelo and the Concho Valley. Because of the role, public transit plays for those without private transportation or those choosing an alternative to driving their personal vehicles, it is important to understand the transit system, transit locations, routes, and hours of operation. To keep the public informed and to ensure that everyone is able to reach their destination in a safe and stress-free manner, the PPP has guidelines for applicable public transportation providers operating within the MPO boundary.



### **Route Changes**

Organizations, which employ a large number of employees or neighborhoods with limited private transportation options, can play a major role in which way a transit route will be determined. As these factors change, sometimes it is necessary to adjust or modify a fixed transit route.

To keep citizens and the public informed about transit routes, the Public Participation Plan outlines criteria that must be met by transportation operators that provide services to the public. To help identify what must be done, this section of the plan details two types of route changes: Major changes and Minor changes.

### **Major Changes**

Major changes to a transit system route (Fixed Route) are those influencing the total hours of service hours or miles of a specific route by an increase or decrease of 25%. Below is an example of a Major change to a route.

*For example, if the total mileage of a route were 13 miles, the change would have to be at least an increase or decrease of 3.25 miles to the total route mileage such as 9.75 total miles or 16.25 total miles for that route.*

The following outlines the action required for Major Changes in the transit route system:

- **Public Notice Requirement.** At least two public notices are required in the form of an official advertisement placed in the local newspaper(s). Typically, these should be listed in the Classified or Public Notice sections; however, sections that are for general advertisements can suffice.
- **CVTD Board Approval.** The review and approval of the Concho Valley Transit District Board is required prior to a major route change.
- **San Angelo Metropolitan Planning Organization.** As the transportation planning authority for transportation related activities within the MPO boundary, notice to the SA-MPO is required. While not required, the Policy Board may make a comment on the proposed changes.
- **Public Comment.** A public comment period of 15 days is required. Comments may be mailed, emailed, or submitted on the SA-MPO website. Comments will be shared with CVTD Board and SA-MPO Policy Board.

### **Minor Changes**

Minor changes to a transit system route affect the total mileage of a specific route by an increase or decrease of less than 25%. The following outlines the action required for minor changes in the transit system.

- **Public Notice Requirement.** Public notice is recommended in the form of an official advertisement placed in the local newspaper(s), in the Classified or Public Notice sections.
- **San Angelo Metropolitan Planning Organization.** Notice to the San Angelo MPO is recommended but is not required.
- **Advertisements.** Route changes may be advertised on the CVTD or MPO website or in the form of social media but are not required.



# LIMITED ENGLISH PROFICIENCY PLAN

## **Purpose**

To ensure equal access to all citizens of the San Angelo community, the San Angelo Metropolitan Planning Organization has developed Limited English Proficiency (LEP) to accommodate those whose proficiency is limited in speaking, reading, writing, or understanding English. The purpose of this is to guarantee access to those in which English is not their first language, so they have the opportunity to be involved with the transportation planning process. These individuals may be entitled to language assistance with respect to a particular type of service, benefit, or encounter.



## **Staffing and General Organization**

The San Angelo Metropolitan Planning Organization (SA-MPO) strives to provide information to all citizens and individuals within the Metropolitan Planning boundary. To ensure that everyone has a voice in the transportation planning process, SA-MPO has adopted plans that include Title VI and Limited English Proficiency (LEP).

Limited English Proficiency was created to guarantee that everyone has a voice and that no person, group, organization, or entity is discriminated against on the basis of color, national origin, race, gender, affiliation, or any other characteristics protected by law including Articles contained in the Civil Rights Act of 1964.

Furthermore, SA-MPO abides by the American with Disabilities Act of 1990, which states no entity will discriminate against an individual with a physical or mental disability in connection with transportation planning.

## **LEP Individuals: Four Factor Analysis**

Title VI of the Civil Rights Act of 1964, 42 U.S.C. 200d, et seq., provides that no person will be subjected to discrimination based on race, color, or national origin under any program that receives Federal financial assistance. Title VI and its implementing regulation require that FA recipients take responsible steps to ensure meaningful access to the benefits, services, information, and other important portions of their programs and activities for individuals who are Limited English Proficient (LEP).

According to the most recent Census, the largest non-English speaking segment of the area reveals that Spanish is the language spoken at home. As such, SA-MPO will attempt to produce all major publications, communications, and advertising in English and Spanish.

Strategies to provide meaningful access to LEP persons to ensure that they can communicate effectively will be achieved by applying the four-factor analysis process provided as a guideline from the U.S. Department of Justice to determine LEP needs. The application of this four-factor analysis is included in Appendix D of this Program.

### **LEP Individuals Defined**

Persons who do not speak English as their primary language and have a limited ability to read, speak, write, or understand English may be considered Limited English Proficient or LEP.

### **Determining the Need**

SA-MPO makes every effort possible and takes reasonable steps to ensure meaningful access to the information and services it provides. To do this, we use the four-factor analysis as a guide to determine reasonable actions.

- Factor 1: The number and proportion of LEP persons in the MPO boundary area;
- Factor 2: The frequency with which LEP persons encounter MPO programs;
- Factor 3: The importance of the service provided by MPO programs
- Factor 4: The resources available and overall cost to the MPO.

The Department of Transportation (DOT) gives recipients of federal funds substantial flexibility in determining what language assistance is appropriate based on a local assessment of the four factors listed above.

### **Public Participation and Outreach Procedures for LEP Individuals**

SA-MPO is responsible for utilizing the San Angelo Public Participation Plan (PPP) that was developed in consultation with interested parties pursuant to the Safe, Accountable, Flexible, and Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU). The procedures outlined below are intended to afford an expanded list of interested parties with an opportunity to comment on transportation plans and programs. SA-MPO strives to provide timely information to the public and opportunities for public participation. Key objectives of the public participation process are to:

- Provide opportunities for citizens to help shape the area's future through a public comment process that is open and accessible to the public, stakeholders, and policy-makers.
- Work with community groups to create opportunities for all segments of the public to learn and become informed about issues and proposals under consideration that may affect their neighborhoods.
- Look for opportunities to seek comment from low-income, elderly, disabled, and minority communities that may not typically participate in the urban planning process.
- Disseminate clear, concise, and timely information to citizens, affected agencies, and interested parties.
- Make information on transportation projects and programs available in a variety of formats, mediums, and languages to reach a larger audience.
- Provide timely responses to concerns and comments raised by the public regarding the development and implementation of regional transportation plans, programs, and projects.

- Ensure that all comments received for plans, projects, or transportation related issues are considered and incorporated into the deliberation regarding proposed plans and programs.

The procedures outlined in the Public Participation Plan allow orderly public interaction between the MPO Policy Board, Technical Advisory Committee, Citizen Advisory Committee, and staff. The PPP includes public participation procedures for the following planning documents: the Metropolitan Transportation Plan (MTP), the Transportation Improvement Program (TIP), the Unified Planning Work Program (UPWP), and any other transportation planning initiatives and/or studies or projects that have a significant scope or affect to the community.

Keeping the citizens and stakeholders informed about transportation planning and transportation related projects is always a priority of SA-MPO and we are committed to reaching as many individuals and organizations as possible. Therefore, information concerning transportation planning will be distributed in a variety of outlets, which include internet, website, newsletter, social media, and media. SA-MPO will make every attempt to complete requests for materials and information in a non-English format.

### **Program Administration and Title VI Coordinator Responsibilities**

The Director of the San Angelo Metropolitan Planning Organization is responsible for ensuring the implementation of the Title VI program within the metropolitan planning area. As such, the day-to-day administration of the program will be the responsibility of the MPO Director, which also serves as the Title VI Coordinator.

These responsibilities include initiating, monitoring, and ensuring SA-MPO and any other entities that receive Federal or State transportation related funds, comply with Title VI requirements as follows:

1. Process, review, and investigate Title VI complaints received by SA-MPO in accordance with Complaint Procedures. If any individual believes that he, she, or any other program beneficiaries have been subject to unequal treatment or discrimination as to the receipts of services or funding, on the grounds of race, color, national origin, or gender, he or she may exercise their right to file a complaint with SA-MPO. Every effort will be made to resolve complaints informally at the local level.
2. Collect statistical data (race, color, and national origin) of participants in, and beneficiaries of federally funded transportation and transit programs. Each of the Title VI special emphasis program areas will maintain data to be incorporated in the Title VI updates. Procedures will be reviewed regularly to ensure the data is sufficient in meeting the Title VI program administration requirements.
3. Review special emphasis program areas to determine the effectiveness of program area activities at all levels. In addition to the day-to-day monitoring, all special emphasis program areas will be reviewed annually to assure effectiveness in their compliance of Title VI provisions. The Title VI Coordinator

and program liaisons will coordinate efforts to ensure equal participation in their program areas and activities at all levels.

4. Conduct Title VI reviews when necessary of recipients of federal aid funds.
5. To ensure the full and fair participation by all potentially affected communities in the transportation decision-making process, to prevent the denial of, reduction in, or significant delay in the receipt of benefits by minority and low-income populations.
6. Develop Title VI information for Public Dissemination and Limited English Proficiency. Ensure dissemination to the public and, where appropriate, in languages other than English. SA-MPO will disseminate Title VI Program information to citizens of the community, residents of neighborhoods affected by new transportation construction, and the public. Public dissemination will include posting of public materials, i.e. Agendas, Comment Solicitation Forms, Announcements, or Notices in appropriate locations to ensure compliance with San Angelo MPOs Public Participation Plan.
7. Prepare an Annual Title VI Update Report. The report will encompass any accomplishments and changes to the plan occurring during the preceding year.
8. Schedule training for Title VI related statutes for appropriate MPO employees. The training will provide comprehensive information on Title VI provisions, its application to program operations, identification of Title VI issues and resolution of complaints.
9. Identify and eliminate discrimination when it exists. Work with appropriate offices and departments to establish procedures for promptly resolving deficiencies. Procedures will be implemented to identify and eliminate discrimination when it exists, including, but not limited to dissemination of information, public involvement, and availability of materials.
10. A list of all Title VI complaints, investigations, and lawsuits received since the last Title VI program submission will be provided as requested.
11. Establish procedures for promptly resolving deficiency status and reducing to writing the remedial action agreed to be necessary within a period not to exceed 90 days. SA-MPO will actively pursue the prevention of Title VI deficiencies and violations and will take the necessary steps to ensure compliance with all program administrative requirements. When irregularities occur in the administration of the program's operation, procedures will be promptly implemented to resolve Title VI issues, and reducing to writing remedial action agreed necessary within a period not to exceed 90 days.
12. Maintain updated legislative and procedural information regarding SA-MPOs Title VI Program. This will include federal laws, rules and regulations, local guidelines, SA-MPOs Plans and Programs, and updates, and other resource information pertaining to Title VI issues.

### **Complaint Procedures for Programs and/or Activities That Receive Federal or State Transportation Funds**

Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color or national origin in programs and activities receiving Federal financial assistance. Specifically, Title VI provides that “no person in the United States will, on the grounds of

race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.

These procedures cover all complaints filed under Title VI of the Civil Rights Act of 1964 relating to any transportation or program or activity administered by SA-MPO. These procedures apply to complaints filed against a program and/or activity funded by either the Federal Transit Administration (FTA) and Federal Highway Administration (FHWA).

The Metropolitan Planning Organization's staff is committed to assuring that no person will, on the grounds of race, color, national origin or sex as provided by Title VI of the Civil Rights Act of 1964, and the Civil Restoration Act, and the Civil Restoration Act of 1987 (P.L. 100.259), be excluded from, or participation in, be denied benefits of, or otherwise be subjected to, discrimination under any program or activity.

Any person who believes he/she has been discriminated against on the basis of race, color, or national origin by Title VI nondiscrimination provisions may file a written complaint with SA-MPO. A formal complaint must be filed within 180 calendar days of the alleged occurrence, or when the alleged discrimination became known to the complainant.

## **Procedures**

1. The complainant must meet the following requirements:
  - a. Complaint will be in writing and signed by the complainant(s).
  - b. Present the date of the alleged act of discrimination (date when the complainant(s) became aware of the alleged discrimination; or the date on which that conduct was discontinued or the latest instance of the conduct).
  - c. Present a detailed description of the issues including names and job title of perceived parties in the complaint.
  - d. Allegations received by fax or e-mail will be acknowledged and processed, once the identity(ies) of the complainant(s) and the intent is required to mail a signed, original copy of the fax or e-mail transmittal for SA-MPO to be able to process it.
  - e. Allegations received by telephone will be reduced to writing and provided to the complainant for confirmation or revision before processing. A complaint form will be forwarded to the complainant for him/her to complete, sign and return to SA-MPO for processing.
  - f. If required, case file will be submitted to the appropriate authority.
2. Acceptance of a complaint will be determined by:
  - a. Whether the complaint is timely filed.
  - b. Whether the allegations involve a covered basis such as race, color, and national origin.
  - c. Whether the allegations involve a program or activity of a Federal-aid recipient, sub-recipient, or contractor; or, in the case of ADA allegations, an entity open to the public.

- d. The complainant(s) acceptance of reasonable resolution based on the Departments administrative authority (reasonability to be determined by SA-MPO).
3. A complaint may be dismissed for the following reasons:
  - a. The complainant requests the withdrawal of the complaint.
  - b. The complainant fails to respond to repeated requests for additional information needed to process complaint.
  - c. The complainant cannot be located after reasonable attempts.
4. The San Angelo Metropolitan Planning Organization has sole authority for accepting complaints for investigation. Once SA-MPO decides to proceed with the investigation, the complainant and the respondent will be notified in writing of the determination within ten (10) calendar days. The complaint will receive a case number and then be logged into SA-MPO's records identifying its basis, alleged harm, the race, color, national origin of the complainant(s).
5. In cases where SA-MPO assumes investigation of the complaint, SA-MPO will provide the respondent with the opportunity to respond to the allegations in writing. The respondent will have ten (10) calendar days from the date of SA-MPO's written notification of acceptance of the complaint to furnish his/her response to the allegations.
6. Within 40 calendar days of the acceptance of the complaint, the MPO Director (Title VI Coordinator) will prepare an investigative report. The report will include a narrative description of the incident, identification of persons interviewed, findings, and recommendations for disposition within 10 days.
7. The MPO Director will address any comments to the preliminary investigative report. The report and its findings will be forwarded to the City of San Angelo's Legal Department for review. The legal consultant will review the report, associated documentation, and will provide input within 10 calendar days. There will be a period of 10 calendar days for the legal consultant to discuss the report and any recommendations with the MPO Director and address any modifications as needed.
8. SA-MPO's final investigative report and a copy of the complaint will be forwarded to FTA within 60 calendar days of the acceptance of the complaint.
9. SA-MPO will notify the parties of its preliminary findings.



## **Complaint Specifics for Programs and/or Activities That Receive Federal or State Transportation Funds**

These above-mentioned procedures cover all complaints filed under Title VI of the Civil Rights Act of 1964 relating to any transportation or program or activity administered by SA-MPO. These procedures apply to complaints filed against a program and/or activity funded by either the Federal Transit Administration (FTA) and Federal Highway Administration (FHWA).

### ***Title VI Complaints are to be submitted to:***

MPO Director  
San Angelo Metropolitan Planning Organization  
72 West College Avenue (mailing)  
510 N Chadbourne Street (physical)  
San Angelo, TX 76903  
[info@sanangelompo.org](mailto:info@sanangelompo.org)

- Intimidation or retaliation of any kind is prohibited per Title 49, Code of Federal Regulations, Part 21.11(e).
- The procedures do not deny the right of the complainant to file formal complaints with other state or federal agencies or to seek private counsel for complaints alleging discrimination.
- These procedures are part of an administrative process, which do not provide for remedies that include punitive damages or compensatory remuneration for the complainant.

Every effort will be made to obtain early resolution of complaints at the lowest level possible. The option of informal mediation meeting(s) between the affected parties and the investigator may be utilized for resolution, at any stage of the process. The investigator will make every effort to pursue a resolution of the complaint. Initial interviews with the complainant and the respondent will request information regarding specifically requested relief and settlement opportunities.

### **Title VI Emphasis in the Transportation Planning Process**

San Angelo Metropolitan Planning Organization (SA-MPO) annually updates and coordinates plans for transportation planning, improvement programs, and projects. The update informs other jurisdictions of the current planning direction for transportation needs. Projects included in the update are the result of evaluation and prioritization of needs in various areas within the MPO boundary. The evaluation process includes input from local jurisdictions and organizations, private entities, various groups, and individual citizens.

In addition, SA-MPO utilizes a comprehensive transportation planning process, which incorporates input from the public. The process further entails the monitoring and collection of varied data pertaining to transportation issues. SA-MPO also coordinates the establishment of new transportation corridors within the boundary.

## **Title VI Responsibilities**

1. Ensure all aspects of the transportation planning process comply with Title VI.
2. Ensure participation of a cross section of various social, economic, and ethnic interest groups are represented in the planning process by disseminating program information to minority media and ethnic organizations, and participating in roundtable meetings in minority communities when applicable.
3. Assist in gathering and organizing information for internal annual Title VI update reports.
4. Review the Unified Planning Work Program and other directives to ensure compliance with Title VI program requirements.
5. Gather statistical data on program participation regarding race, color, and national origin.

## **Title VI Complaint and Investigation Procedures**

These procedures cover all complaints filed under Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, and the American with Disabilities Act of 1990, for alleged discrimination in any program or activity administered with Federal or State funds.

These procedures do not deny the right of the complainant to file formal complaints with other Federal or State agencies to seek private counsel for complaints alleging discrimination. Every effort will be made to obtain early resolution of complaints at the lowest level possible. The option of informal mediation meeting(s) between the affected parties and SA-MPO may be utilized for resolution. Any individual, group of individuals or entity that believes they have been subjected to discrimination under Title VI and related statutes may file a complaint.

The following measures will be taken to resolve Title VI complaints:

1. A formal complaint must be filed within 180 days of the alleged occurrence. Complaints will be in writing and signed by the individual or his/her representative, and will include the complainant's name, address, and telephone number; name of alleged discriminating official, basis of complaint (race, color, national origin, sex, disability, age, limited English), and date of alleged act(s). A statement detailing the facts and circumstances of the alleged discrimination must accompany all complaints.
2. In the case where a complainant is unable or incapable of providing a written statement, a verbal complaint of discrimination may be made to the SA-MPO Title VI Coordinator (MPO Director). Under these circumstances, the Complainant will be interviewed, and SA-MPO Title VI Coordinator will assist the Complainant in converting the verbal allegations to writing.
3. When a complaint is received, the Title VI coordinator will provide written acknowledgement to the Complainant, within ten (10) days by registered mail.

4. If a complaint is deemed incomplete, additional information will be requested, and the Complainant will be provided 60 business days to submit the required information. Failure to do so may be considered good cause for determination of no investigative merit.
5. Within 15 business days from receipt of a complete complaint, SA-MPO will determine its jurisdiction in pursuing the matter and whether the complaint has sufficient merit to warrant investigation. Within five (5) days of this decision, the Department Director or his/her authorized designee will notify the Complainant and Respondent, by registered mail, informing them of the disposition.
  - a. If the decision is not to investigate the complaint, the notification will specifically state the reason for the decision.
  - b. If the complaint is to be investigated, the notification will state the grounds of SA-MPO's jurisdiction, while informing the parties that their full cooperation will be required in gathering additional information and assisting the investigator.
6. When SA-MPO does not have sufficient jurisdiction, the MPO Director or his/her authorized designee will refer the complaint to the appropriate Federal or State agency holding such jurisdiction.
7. If the complaint has investigative merit, the MPO Director or his/her designee will fully investigate the complaint. A complete investigation will be conducted, and an investigative report will be completed. The report will include a narrative description of the incident, summaries of all persons interviewed, and a finding with recommendations and conciliatory measures where appropriate. If the investigation is delayed for any reason, the MPO Director will notify the appropriate authorities, and an extension will be requested.
8. The MPO Director or his/her authorized designee will issue letters of finding to the Complainant and Respondent within 90 days from the receipt of the complaint.
9. If the Complainant is dissatisfied with SA-MPO's resolution of the complaint, he/she has the right to file a complaint with the Federal Transit Administration within 180 days of the alleged occurrence to the following address:

Federal Transit Administration  
Office of Civil Rights  
Region 6  
819 Taylor Street, Room 8A36  
Fort Worth, TX 76102  
Telephone: (817) 978-0550

## Appendix B: Limited English Proficiency (LEP) Certification Form

Executive Order 13166, titled “Improving Access to Services for Persons with Limited English Proficiency”, indicates that differing treatment based upon a person’s inability to speak, read, write, or understands English is a type of national origin discrimination. It directs each federal agency to publish guidance for its’ respective recipients clarifying their obligation to ensure that such discrimination does not take place. This order applies to all state and local agencies, which receive federal funds, including transit providers, and Lead Agencies, which receive federal assistance through the Texas Department of Transportation (TxDOT).

The Limited English Proficiency Plan prepared by \_\_\_\_\_ {Agency} addresses responsibilities as they relate to the needs of individuals with limited English language skills. The plan has been prepared in accordance with Title VI of the Civil Rights Act of 1964, 42 U.S.C. 2000d, et se, and its implementing regulations, which state that no person will be subjected to discrimination on the basis of race, color or national origin.

The undersigned, known as \_\_\_\_\_ {Entity}, hereby certifies that it has adopted \_\_\_\_\_ {Agency} LEP Plan and will take responsible steps to carry out said Plan to all counties served by entity, ensure meaningful access to the benefits, services, information, and activities for individuals who are Limited English Proficient (LEP). The undersigned has agreed to work together formally with \_\_\_\_\_ {Agency} to coordinate activities and prevent violations of the law, including regulations applicable to this entity or its officers or employees and that the LEP program satisfies the requirements of Executive Order 13166.

Name of entity: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

List of Counties served: \_\_\_\_\_

## Appendix C: San Angelo Metropolitan Planning Organization

### Civil Rights Complaint Form

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone Numbers:

(Home) \_\_\_\_\_ (Work) \_\_\_\_\_

Electronic Mail Address: \_\_\_\_\_

Are you filing this complaint on your own behalf?

Yes \_\_\_\_ No \_\_\_\_

If not, please supply the name and relationship of the person for whom you are complaining: \_\_\_\_\_

Please explain why you have filed for a third party.

\_\_\_\_\_  
\_\_\_\_\_

Please confirm that you have obtained the permission of the aggrieved party if you are filing on behalf of a third party. *[written correspondence required]*

Yes \_\_\_\_ No \_\_\_\_

Have you previously filed a Title VI complaint with SA-MPO? Yes \_\_\_\_ No \_\_\_\_

If yes, what was your SA-MPO Complaint Number? \_\_\_\_\_

*[Note: This information is needed for administrative purposes; we will assign the same complaint number to the new complaint.]*

Have you filed this complaint with any of the following agencies?

Transit Provider \_\_\_\_\_ Department of Transportation \_\_\_\_\_

Department of Justice \_\_\_\_\_ Equal Employment Opportunity Commission \_\_\_\_\_

Other \_\_\_\_\_

Have you filed a lawsuit regarding this complaint? Yes\_\_\_\_\_ No\_\_\_\_\_

If yes, please provide a copy of the complaint form.

*[Note: This above information is helpful for administrative tracking purposes. However, if litigation is pending regarding the same issues, we defer to the decision of the court.]*

Name of individual, group, entity complaint is against:

Contact person: \_\_\_\_\_ Title: \_\_\_\_\_

Telephone number: \_\_\_\_\_

On separate sheets, please describe your complaint. You should include specific details such as names, dates, times, route numbers, witnesses, and any other information that would assist us in our investigation of your allegations. Please also provide any other documentation that is relevant to this complaint.

Please sign here: \_\_\_\_\_

Date: \_\_\_\_\_

*[Note - We cannot accept your complaint without a signature and date.]*

---

***Please mail your completed form to Title VI Program Coordinator, 72 W. College Ave, San Angelo, TX 76903***

## **Appendix D: Public Notice**

The San Angelo Metropolitan Planning Organization hereby gives public notice that it is our policy to assure full compliance with Title VI of the Civil Rights Act of 1964, the Civil Restoration Act of 1987, and related statutes and regulations in all programs and activities. Title VI requires that no person in the United States of America will, on the grounds of race, color, national origin, be excluded from the participation, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which CVTD receives federal financial assistance.

Any person who believes they have been aggrieved by an unlawful discriminatory practice under Title VI has a right to file a formal complaint with SA-MPO. Any such complaint must be in writing and filed with the San Angelo Metropolitan Planning Organization Title VI Coordinator (MPO Director) within one hundred eighty (180) days following the date of the alleged discriminatory occurrence. Title VI Discrimination Complaint Forms may be obtained from SA-MPO's office at no cost to the complainant or by calling 325-481-2800.





## COMENTARIO PÚBLICO FORMA

Nombre: \_\_\_\_\_

Dirección: \_\_\_\_\_

Teléfono: \_\_\_\_\_

Correo Electrónico: \_\_\_\_\_

**Comentario:**

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

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## **Appendix G: Notification Database**

Various provisions of SAFETEA-LU require expanded consultation and cooperation with Federal, State, Local, and Tribal agencies responsible for land use, natural resources, and other environmental issues. The following is a partial list of Federal, State, Local and Tribal agencies the State DOT or MPO may choose to consult with:

- National Parks Service (Department of Interior)
- US Fish and Wildlife Service
- US Army Corps of Engineers
- US Environmental Protection Agency
- US Coast Guard
- US Geological Survey
- Bureau of Indian Affairs
- Bureau of Land Management
- Forest Service (US Depart of Agriculture)
- National Marine Fisheries
- Texas Parks and Wildlife
- Texas Historical Commission
- General Land Office
- Texas Commission on Environmental Quality

Other agencies and resources the State DOT and MPO may want to consult include:

- Local Land Use Plans (county and city)
- Local Historical Agencies
- Local Parks and Recreation departments
- Local Economic Development agencies
- US Border Patrol
- Homeland Security

SAFETEA-LU also expands the listing of “interested parties” to be engaged during the development of the Public Participation Plan, Statewide and MPO Transportation Plans and Statewide and MPO Transportation Improvement Programs to include:

- Citizens
- Public Agencies
- Public Transportation Providers and Employees
- Freight Shippers
- Freight Transportation Service Providers
- Private Transportation Providers
- Public Transportation Users
- Pedestrian Walkways and Bicycle Transportation Facility Users
- Disabled and Elderly representatives
- Other interested parties (EVERYONE)

## Appendix H: Local Media Contacts

<b><u>TELEVISION STATIONS</u></b>	<b><u>NEWSPAPERS</u></b>	<b><u>RADIO STATIONS</u></b>
<b>KIDY-TV</b> 406 S. Irving San Angelo, TX 76903 P# 655-6006 F# 655-8461	<b>San Angelo Standard Times</b> 34 W. Harris Ave. San Angelo, TX 76903 P# 659-8200 F# 659-8173	<b>KCSE FM 96.5/KKCN FM 103.1</b> 1301 S. Abe St. San Angelo, TX 76903 P# 658-2966
<b>KLST-TV/KSAN-TV</b> 2800 Armstrong San Angelo, TX 76903 P# 949-8800 F# 655-1118	<b>Conexión Hispana</b> 207 N Main St San Angelo, TX 76903 P# 655-6333	<b>KGKL FM 97.5/AM 960 &amp; KELI Magic 98.7</b> 1301 S. Abe St. San Angelo, TX 76903 P# 655-7161 F# 658-7377
<b>UNIVISION</b> 40 W. Twohig Ave. STE. 101 San Angelo, TX 76903 P# 482-9277 F# 481-3272	<b>GOODFELLOW MONITOR</b> Email: 17trw.pa@goodfellow.af.mil P# 654-3876 F# 654-5414	<b>KDCD FM 92.9/KMDX FM 106.1</b> Four R Broadcasting, Inc. 3434 Sherwood Way San Angelo, TX 76901 P# 947-0899 F# 947-0996
<b>Sudden link Communications, Inc.</b> 4272 W. Houston Harte Express Way San Angelo, TX 76901 P# 655-8911 F# 658-6876		<b>KIXY FM 94.7/KKSA AM 1260/KWFR FM 101.9</b> Foster Communications 2824 Sherwood Way San Angelo, TX 76901 P# 949-2112 F# 944-0851
<b>Local Government Access Channel</b> 108 N. Farr San Angelo, TX 76902 P# 481-2727 F# 481-2729		<b>KRUN AM 1400</b> 1920 Hutchins Ave. Ballinger, TX 76821 P# 365-5500 F# 365-3407
		<b>K 107.5 La Unica Broadcasting</b> 207 W. Beauregard Ave. San Angelo, TX 76903 P# 655-1717 F# 657-0601