

# MID-REGION COUNCIL OF GOVERNMENTS

## TITLE VI PROGRAM



Adopted Title VI Plan by the MRMPO Metropolitan Transportation Board Oct. 18, 2013  
Adopted by the MRCOG Executive Board of Directors March 13, 2014  
Adopted Title VI Plan by the Mid-Region RTPO Board Feb. 13, 2014  
Revised Title VI Program by the MRCOG Executive Board April 14, 2016  
2<sup>nd</sup> Revision Adopted by the Mid-Region RTPO Board December 19, 2019  
2<sup>nd</sup> Revision Adopted by the MRMPO Metropolitan Transportation Board January 17, 2020  
2<sup>nd</sup> Revision Adopted by the MRCOG Executive Board of Directors February 13, 2020

Mid-Region Council of Governments  
809 Copper Avenue NW  
Albuquerque, New Mexico 87102  
(505) 247-1750-tel. (505) 247-1753-fax  
[www.mrcog-nm.gov](http://www.mrcog-nm.gov)

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## **EXECUTIVE SUMMARY**

The purpose of this submission is to present the Title VI Program of the Mid Region Council of Governments (MRMPO/RTPO), a current recipient for Federal Transit Administration (FTA) financial assistance. This program was developed to guide the MRMPO/RTPO in its administration and management of Title VI related activities as specified in Federal Transit Administration (FTA) Circular 4702.1.B. This submission hereby provides assurance that the MRMPO/RTPO has not had a Title VI compliance review for previous funding received from another federal agency. Further, the MRMPO/RTPO has not applied to any other federal agency for funding. Pursuant to FTA Circular 4702.1B reporting requirements, this Title VI Program will be effective through 2023.

## **I. Nondiscrimination Statement of Policy**

### **Title VI Policy Statement**

The Mid-Region Council of Governments provides the following notification to the public that it complies with Title VI and informs members of the public of the protections against discrimination afforded to them by the Civil Rights Act of 1964:

*The Mid-Region Council of Governments (MRMPO/RTPO) is committed to compliance with Title VI of the Civil Rights Act of 1964, 49 CFR, part 2, and all related regulations and directives. Mid-Region Council of Governments assures that no person shall on the grounds of race, color, national origin, gender, age, or disability be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity under any Mid-Region Council of Governments program, activity or service. To obtain more information on our nondiscrimination obligations or to file a Title VI complaint, contact Sandra Gaiser at 809 Copper Avenue NW, Albuquerque, New Mexico 87102 or [www.MRMPO/RTPO-nm.gov](http://www.MRMPO/RTPO-nm.gov).*

*El Consejo de Gobiernos de la Región Media (MRMPO/RTPO) se compromete a cumplir con el Título VI de la Ley de Derechos Civiles de 1964, 49 CFR, parte 2, y todas las regulaciones y directivas relacionadas. El Consejo de Gobiernos de la Región Media garantiza que ninguna persona por motivos de raza, color, origen nacional, género, edad o discapacidad no se excluirá de la participación, se le negarán los beneficios o se someterá a discriminación bajo ningún programa o actividad. bajo cualquier programa, actividad o servicio del Consejo de Gobiernos de la Región Media. Para obtener más información sobre nuestras obligaciones de no discriminación o para presentar una queja de Título VI, comuníquese con Sandra Gaiser al 809 Copper Avenue NW, Albuquerque, Nuevo México 87102 o [www.MRMPO/RTPO-nm.gov](http://www.MRMPO/RTPO-nm.gov).*

Prohibited discrimination may be intentional or unintentional. Seemingly neutral acts that have disparate impacts on individuals of a protected group and lack a substantial legitimate justification are a form of prohibited discrimination. Harassment and retaliation are also prohibited forms of discrimination.

Examples of prohibited types of discrimination based on race, color, national origin, sex, disability, or age include: Denial to an individual any service, financial aid, or other benefit; Distinctions in the quantity, quality, or manner in which a benefit is provided; Segregation or separate treatment; Restriction in the enjoyment of any advantages, privileges, or other benefits provided; Discrimination in any activities related to highway and infrastructure or facility built or repaired; and Discrimination in employment.

### **Environmental Justice/Limited English Proficiency Policy Statement**

Mid-Region Council of Governments is also committed to assure every effort will be made to prevent the discrimination of low-income and minority populations as a result of any impact of its programs or activities in accordance with Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and in Low-Income Populations.

In addition, the Mid-Region Council of Governments also assures every effort will be made to provide meaningful access to persons that have Limited English Proficiency, in accordance with Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency.

## **Definition of Federal Financial Assistance and Recipients Affected**

Federal financial assistance is defined as any Federal dollars that are assigned to the MRMPO/RTPO to support any program and activity, by way of grant, loan or contract, other than a contract of insurance or guaranty.

## **Specific Forms of Discrimination Prohibited**

Mid-Region Council of Governments efforts to prevent discrimination must address, but are not limited to:

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

## **Mid Region Council of Governments Programs and Services Covered by Title VI**

Mid-Region Council of Governments Title VI Plan applies to all of the MRMPO/RTPO programs, activities and services, regardless of funding source. Some sections deal with specific requirements (e.g. FTA funded programs).

## **Authorities**

1. Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d *et seq.*, 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin);
2. Federal-Aid Highway Act of 1973 (23 U.S.C. §324 *et seq.*), (prohibits discrimination on the basis of sex);
3. The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 *et seq.*), (prohibits discrimination on the basis of age);
4. Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 *et seq.*) as amended, (prohibits discrimination on the basis of disability);
5. Americans with Disabilities Act of 1990, as amended, (42 U.S.C. § 12101 *et seq.*), (prohibits discrimination on the basis of disability)
6. The Uniform Relocation Assistance and Real Property Acquisitions Policies Act of 1970, as amended, 42 U.S.C. § 4601
7. The National Environmental Policy Act of 1969, 42 U.S.C. § 4321;
8. 49 C.F.R. Part 21 (entitled *Nondiscrimination In Federally-Assisted Programs Of The Department of Transportation-Effectuation of Title VI Of The Civil Rights Act of 1964*);
9. 49 C.F.R. Part 27 (entitled *Nondiscrimination On The Basis Of Disability In Programs Or Activities Receiving Federal Financial Assistance*);
10. 49 C.F.R. Part 28 (entitled *Enforcement Of Nondiscrimination On the Basis Of Handicap In Program Or Activities Conducted By The Department Of Transportation*);
11. 49 C.F.R. Part 37 (entitled *Transportation Services For Individuals With Disabilities (ADA)*);
12. 23 C.F.R. Part 200 (FHWA's Title VI/Nondiscrimination Regulation);

13. 28 C.F.R. Part 35 (entitled *Discrimination On The Basis Of Disability In State And Local Government Services*);
14. 28 C.F.R. Part 50.3 (DOJ Guidelines for Enforcement of Title VI of the Civil Rights Act of 1964).

\_\_\_\_\_  
Signed by Chief Administrative Officer or Designee

\_\_\_\_\_  
Date

## **II. Title VI and Environmental Justice – The Public Participation Plan (PPP)**

The Public Participation Plan establishes the procedures to enhance public involvement in the provision of transit services among beneficiaries of the MRMPO/RTPO's services, including but not limited to, low income and minority individuals as well as those with limited English proficiency.

The MRMPO/RTPO offers early and continuous opportunities for public involvement in identifying social, economic and environmental impacts of transit services. The depth of the MRMPO/RTPO's public participation plan is well demonstrated by the variety of information and materials developed and disseminated as a part of MRMPO/RTPO's community outreach effort and is found in Appendix A.

### Federal Regulations

In accordance with Federal Transit Administration (FTA) Title VI Circular 4702.1B, Promoting Inclusive Public Participation, the MRMPO/RTPO's public participation plan offers early and continuous opportunities for the public to be involved in the identification of social, economic and environmental impacts of transit services. With regards to public participation, grant recipients are required to comply with several requirements in order to demonstrate compliance.

### Planning Regulations

Federal Highway Administration (FHWA) and FTA joint regulation for planning assistance and standards, codified as 23 CFR 450 and 49 CFR 613 respectively, formulates a robust process for providing citizens, public agencies, public transportation employees, freight shippers, private transportation providers, users of public transportation, pedestrian walkways, and bicycle facilities with reasonable opportunities to be involved in the metropolitan transportation planning process. To this end, the MRMPO/RTPO's planning area is also served by the designated Metropolitan Planning Organizations (MPO): the Mid-Region Metropolitan Planning Organization (MRMPO), responsible for surface transportation planning in the Albuquerque Metropolitan Planning Area (AMPA).

The MPO is responsible for developing long-range transportation plans and short-term Transportation Improvement Program (TIP) for their defined area, and the RTPO is responsible for developing the Long-Range Transportation Plan for the areas that fall outside of the Albuquerque Metropolitan Planning Area. The RTPO provides recommendations for prioritization of transportation projects through the Regional Transportation Improvement Program Recommendation (RTIPR). As such, the MRMPO/RTPO projects are publicly vetted in a wide variety of venues through the public participation processes associated with the MPO so as to ensure a continuing, cooperative and comprehensive planning process. This submission

has an additive value in defining public participation requirements necessary to encourage active and meaningful public involvement in reviewing and commenting on policies and provisions affecting transit services.

The MRMPO/RTPO Public Participation Plan (PPP) describes how our organization communicates and distributes information to the public as well as how the public can interact and provide comments to our organization. The needs of those traditionally underserved by the existing system will be sought and considered by the MRMPO/RTPO. The goal of the MRMPO/RTPO's public participation plan is to support proactive inclusive public involvement at all stages of planning and project development. The performance standards for proactive public involvement include early and continuous involvement; reasonable public availability of vital information with meaningful access; collaborative input on alternatives, evaluation criteria, and mitigation needs; open public meetings in accessible locations; and open access to the decision-making process.

To achieve these objectives, the MRMPO/RTPO will:

- Ensure that the public is actively involved in the development of transit services;
- Provide community outreach efforts to ensure meaningful public involvement; and
- Employ a wide variety of outreach techniques in a myriad of venues to convey vital information throughout the MRMPO/RTPO's planning area.

Through its public involvement efforts, the MRMPO/RTPO will strive to achieve the following Title VI and Environmental Justice (EJ) goals:

- 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.
- Ensure the full and fair participation by all potentially affected communities in the transportation decision-making process.
- Prevent the denial of, reduction in, or significant delay in the receipt of benefits by minority and low-income populations.

Title VI states that no person shall, on the ground of race, color, or national origin be excluded from participation in, denied benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance. The MRMPO/RTPO will ensure that the input and feedback from all people will be considered in the development of MRMPO/RTPO planning documents and activities.

Environmental justice concerns and goals should be considered throughout all public engagement efforts, from project planning through construction and operation. This includes public outreach conducted during transportation planning and during the environmental reviews required by the National Environmental Policy Act (NEPA).

The following actions related to Environmental Justice and Title VI are meant to reduce the barriers for participation in the decision-making process by low income, minority or disabled individuals.

1. When possible, public meetings will be held in locations that are convenient to low- and moderate-income neighborhoods and accessible to disabled populations. Such locations include community centers, senior centers, and schools. Where possible, members of

our organization will meet at the locations of businesses, neighborhood groups, stakeholders, and other agencies.

2. Upon request, all of our organization's work products and documents will be made available in alternative formats, including Braille, large type and languages other than English.
3. The following statement will be included in all of our organization's documents: The MRMPO/RTPO does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in the provision of services. This document can be made available in alternative formats by contacting our organization: (505) 247-1750. The following statement will be included in all meeting announcements: *Anyone requiring special accommodations must notify the MRCOG office at 505-247-1750 at least seven days prior to the meeting.*
4. Agencies and organizations that represent low income, minority and disabled populations will be identified and included in our organization's mailings. Our staff will maintain an active listing of contacts for these organizations.
5. Our organization will evaluate Environmental Justice actions and Title VI requirements on an annual basis to ensure effectiveness of public involvement. This document will be reviewed and updated in conjunction with the Public Participation Plan.

#### Communication and Notification to the Public

All members of the public are ensured protections against discrimination which are afforded to them by Title VI. To ensure open communication with the public, the MRCOG will adhere to the following requirements:

- The MRCOG will disseminate agenda and public meeting information to members of the public via accessible printed and electronic media, including postings on the MRCOG website and in the Albuquerque Journal. Documents and agendas will be available at the MRCOG office, 809 Copper Avenue NW 87102, and at other locations identified in the Public Participation Plan (see Appendix A for the PPP).
- Public notices of MRCOG meetings will be posted at the location of the meeting site.
- In appropriate documents, the MRCOG will include a statement that the organization complies with Title VI by assuring that no person shall on the grounds of race, color, national origin, gender, age, or disability be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity under any MRCOG program, activity, or service.

Section VI of this plan describes the procedures on how members of the public can request additional information regarding the MRCOG Title VI obligation. This section also identifies the procedures to be followed by members of the public to file a discrimination complaint against the MRCOG.

### **III. Title VI and Environment Justice – Mid-Region Council of Governments Planning Requirements**

The MRMPO/RTPO is responsible for ensuring Title VI compliance for the following planning activities:

#### Data Collection

Census and other statistical data will be collected by the MRMPO/RTPO as a means of identifying low income and minority populations within the Mid-Region planning area. The data will be maintained for the purpose of planning projects and programs that serve various population groups. The data collection process will be reviewed regularly to ensure sufficiency in meeting Title VI requirements.

- MRMPO/RTPO Actions
  - Collect, maintain, and update databases of low income and minority concentrations within the Mid-Region planning area
  - Utilize the data when developing plans and studies
  - Develop demographic profile maps to help identify neighborhoods with high concentrations of low income and minority populations
  - Use these maps in various planning documents

#### Unified Planning Work Program

The MRMPO/RTPO Unified Planning Work Program (UPWP) is the annual list of projects and activities that are expected to be completed by staff and the governing and advisory committees for the MRCOG. In this document, the MRMPO/RTPO will identify projects, studies, and other activities that will provide more transportation options to disadvantaged populations.

- MRMPO/RTPO Actions
  - Identify planning activities that will encourage involvement by all populations
  - Analyze the benefits and impacts that planning studies might have on low income and minority populations
  - Create maps highlighting socio-economic groups and their geographical relationship to jobs, housing, and transportation options for all modes

#### Transportation Improvement Program

The Transportation Improvement Program (TIP) is the short-term program of projects that are expected to be designed, engineered, and constructed within the next four years. Projects should be reviewed to assess the benefits and impacts they might have on various aspects of the population.

- MRMPO Actions
  - Work with the entities to identify transportation projects that serve areas of the MRMPO with low income and minority populations
  - Provide opportunity for all populations to provide input into project identification

#### Statewide Transportation Improvement Program / Regional Transportation Improvement Program Recommendations

The Statewide Transportation Improvement Program (STIP) is the short-term program of projects that are expected to be designed, engineered, and constructed within the next four years. The Regional Transportation Improvement Program Recommendations (RTIPR) is the ranked list of projects that RTPOs recommend be funded through the STIP. Projects should be reviewed to assess the benefits and impacts they might have on various aspects of the population.

- MRRTPO Actions
  - Through the RTIPR process, work with the entities to identify transportation projects that serve areas of the MRRTPO with low income and minority populations

- Through the RTIPR process, provide opportunity for all populations to provide input into project identification

### Metropolitan Transportation Plan

The Metropolitan Transportation Plan (MTP) is the long range, comprehensive plan that identifies the projects, programs, and policies needed in the next 20 years to meet the transportation needs of this area. Using various data collected by the Mid-Region Metropolitan Planning Organization, the MTP can estimate growth patterns of disadvantaged populations and address the benefits and burdens that future transportation projects might have.

- MRMPO Actions
  - Develop demographic profile maps that project growth in disadvantaged populations over at least a 20-year planning horizon
  - Give all populations opportunity to provide input into project identification
  - Assess the effects that future land use decisions and transportation projects might have on the neighborhoods, the environment, and the economy
  - Ensure that the benefits and impacts of future transportation systems are equally distributed among all areas of the MRMPO

### Regional Transportation Plan

The Regional Transportation Plan (RTP) is the long range, comprehensive plan that identifies the projects, programs, and policies needed in the next 20 years to meet the transportation needs of this area. Using various data collected by the Mid-Region Council of Governments the RTP can estimate growth patterns of disadvantaged populations and address the benefits and burdens that future transportation projects might have.

- MRRTPO Actions
  - Develop demographic profile maps that project growth in disadvantaged populations over at least a 20-year planning horizon
  - Give all populations opportunity to provide input into project identification
  - Assess the effects that future land use decisions and transportation projects might have on the neighborhoods, the environment, and the economy
  - Ensure that the benefits and impacts of future transportation systems are equally distributed among all areas of the MRRTPO

### Transit Planning

- MRMPO Actions
  - Using demographic profile maps, ensure that transit routes and stops fully serve those neighborhoods with high concentrations of low income and minority populations.
  - Work with Rio Metro Regional Transit District and ABQ Ride to identify necessary changes to routes
  - Ensure bus stop locations are fully accessible for all users, both at the site and in the vicinity
- MRRTPO Actions
  - Initiate and coordinate long-range regional transportation planning with other local, regional, and statewide planning initiatives. Collaborate with NMDOT and other partners to identify and document current and future transportation needs, plans, and projects for inclusion in the MRRTPO Long-Range Regional Transportation Plan (RTP).

- Conduct and/or participate in corridor studies, transportation-related subarea plans, and regional and local multi-modal and intermodal planning activities, including comprehensive plans, transportation plans, safety plans, freight plans, transit plans, trail plans, bike plans, etc.

#### **IV. Organization/Staff Responsibilities**

##### Organizational Overview:

The Mid-Region Council of Governments (MRCOG) is a regional planning organization that develops policies and makes decisions about transportation planning in the greater Albuquerque region of New Mexico. It is a forum for cities, towns, villages, tribal governments, counties, transit agencies, and state agencies to address common regional issues.

MRCOG includes several organizational divisions such as the Mid-Region Metropolitan Planning Organization, Mid-Region Rural Transportation Planning Organization, Workforce Development-Central Region, Water Resources Management, Local Planning Assistance, and Economic Development-District 3. Several of these programs have their own governing bodies. In addition, MRCOG administratively houses the Rio Metro Regional Transit District under agreement with that district to provide staff, payroll services, office space, and other administrative functions (See Appendix D for the Organizational Chart).

MRCOG is designated under federal regulations as the Metropolitan Planning Organization (MPO) for the Albuquerque Metropolitan Planning Area (AMPA) which is a Transportation Management Area (TMA) as well. In addition, under state law MRCOG is designated as the Rural Transportation Planning Organization (RTPO) for Tarrant County, portions of Sandoval County and the southwest corner of Santa Fe County that includes the Town of Edgewood. Work tasks and responsibilities with respect to transportation planning are detailed in the Unified Planning Work Program for the MPO and the Regional Work Program for the RTPO.

##### Governance, Boards, and Committees

MRCOG is governed by the MRCOG Board of Directors. The Board is composed of locally elected officials. Member agencies may select senior staff members to serve as alternates.

The Mid-Region Metropolitan Planning Organization (MRMPO) is governed by the Metropolitan Transportation Board (MTB) which is composed of elected officials and agency representatives from within the Albuquerque Metropolitan Planning Area as well as representatives from the New Mexico Department of Transportation. Membership, officers and voting procedures are in accordance with the Bylaws adopted by the MTB. Standing and ad hoc committees provide the MTB with guidance on matters related to funding, congestion management, bicycle and pedestrian issues, intelligent transportation systems, freight, roadway access management, and other specific matters related to transportation planning.

The Mid-Region Rural Transportation Planning Organization (MRRTPO) is governed by the RTPO Committee which is also composed of elected officials and agency representatives from within the rural planning area as well as the New Mexico Department of Transportation. Membership, officers and voting procedures are in accordance with the Bylaws adopted by the RTPO Committee.

##### Title VI Coordinator Responsibilities:

The Title VI Coordinator is responsible for the development and implementation of the Title VI plan. The Coordinator must also ensure that all entities of the MRMPO/RTPO are compliant with

Title VI requirements. The Title VI Coordinator is also responsible for:

- Submitting a Title VI plan and updates when there are changes in procedure, organizational structure, or complaints, to the NMDOT Title VI Coordinator. Submitting a Title VI plan every three years and an annual update to the NMDOT Title VI Coordinator. The annual updates should include, but are not limited to, any changes in procedure and organizational structure. If there are no changes, correspondence should be submitted stating there are no changes. All Title VI complaints should be reported to the NMDOT Title VI Coordinator as they occur, as well as in the annual report. Annual updates are due by October 1.
- Developing procedures for receiving, processing, investigating and reporting Title VI complaints.
- Maintaining a Title VI complaint log so that three years of complaints are documented.
- Developing procedures for the collection and analysis of statistical data.
- Developing a program to conduct Title VI reviews or program areas.
- Conducting annual assessments of identified Title VI program areas.
- Developing Title VI information for dissemination.
- Establishing procedures for resolving deficiency status and reducing to writing the remedial action agreed to be necessary.

## **V. Primary Program Area & Review Procedures**

The Mid-Region Council of Governments engages in the following program areas:

### Program Area 1: Communications and Public Involvement

The Communications & Public Involvement Program Area applies to and affects the agency work program as a whole, particularly agency efforts and responsibilities related to the Planning & Programming and Transit Grant Administration Program Areas. It has been treated as a separate program area for the purposes of clarity, and corresponding to agency organization. See Appendix A for the agency's adopted *Public Participation Procedures*. The goal of MRCOG's communications and public involvement program is to ensure early and continuous public notification about, and participation in, major actions and decisions by MRCOG. In seeking public comment and review, MRCOG makes a concerted effort to reach all segments of the population, including people from minority and low-income communities, and organizations representing these and other protected classes. As stated in the adopted *Public Participation Procedures*, "explicit consideration is given to all comments received by MRCOG staff."

### Operational Guidelines

- MRCOG's *Public Participation Procedures*
- MRCOG's Improving Access for People with Limited English Proficiency Principles of MRCOG's Communications & Public Participation Program
- It is essential that the public participation process is open and accessible to everyone.
- Major public policy decisions may have significant impacts on various individuals and/or groups of people.
- Professionals should solicit and consider ideas and alternatives from all interested members of the public.
- Decisions should be based on consideration of all input, ideas and comments.
- The decision-making process should be open, objective, and consider all viewpoints.
- Staff will ensure that all relevant information necessary for an informed decision is

consider in the development of any recommendation.

- Whenever possible staff should communicate directly with an organization or group rather than just the group's representative.
- Public notices should be clear, concise and convey all relevant information in a timely manner and should be disseminated using a variety of communication methods.

#### Elements of MRCOG's Communications & Public Participation Program

- Website – MRCOG maintains an extensive website [www.mrcog-nm.gov](http://www.mrcog-nm.gov), which is updated almost daily. The site includes information on agency's responsibilities, programs, publications, press releases; contact information for all MRCOG staff; a search function; the Title VI Plan, complaint procedures, and complaint form; and a comment form so visitors may comment directly to MRCOG on any subject. There is also a Public Participation page to encourage people to participate by signing up to receive the agency's *TravelTimes* newsletter, attending meetings, requesting a speaker, or contacting the Information Center for copies of plans, reports, or other information.
- Information Center (front desk) – MRCOG offices are open five days per week. MRCOG staff will provide documents for public review and copies for dissemination (some with a fee to cover photocopy costs). Every document that MRCOG produces contains contact information for that product. MRCOG staff routinely answers questions and responds to requests for information from residents, businesses, and agency staff from cities, tribal governments, towns, villages, and organizations throughout New Mexico.
- Publications – Each year, MRCOG issues a multitude of publications, reports, and maps as part of the agency's work program, and responds to and processes a large number of data requests. The information is used by planning and public works departments throughout the region, and can be accessed through the website and at MRCOG offices.
- Press releases – Press releases are routinely sent to several media contacts, including local print reporters, television stations and radio stations throughout Central New Mexico. These include several Spanish-language media outlets. All press releases include the abbreviated Title VI Notice to the public and contact information for agency staff.
- Meetings open to the public – All MRCOG board and committee meetings are open to the public (except for topics meeting the closed session criteria of the Open Meetings Act). Time for public comment is allowed at all meetings. Meeting dates and times are posted at least 72 hours in advance on the agency's website and in the *TravelTimes* newsletter. All meeting agendas contain the following statement "Anyone requiring special accommodations is requested to notify the MRCOG at 505-247-1750 or email [the meeting contact] seven days prior to the meeting."
- Opportunities for public comment – MRCOG routinely provides opportunities for public comment, and continues to work to find new and innovative ways to solicit public comments and involve all segments of the population in New Mexico's Mid-Region. Comments are accepted by phone, fax, email, U.S. mail, and in person. Postage paid comment forms are provided at major public meetings and upon request. MRCOG responds to all comments received. See the *Public Participation Procedures* attached as Appendix A for details.
- Staff is accessible – Staff is accessible in person, on the phone, by mail, by fax, by email, or by online comment forms. Contact information for all staff is provided on the agency's website.
- Mailings – MRCOG routinely uses direct mail and/or email to keep the public informed of the agency's programs, public comment periods, meetings, and publications.
- Events – Events such as workshops, open houses, and forums are held as needed.

### Contacts Database, *TravelTimes*, and *Regional Planning Newsletter*

MRCOG maintains a comprehensive mailing list that is used to keep the public informed of the agency and its ongoing activities. *TravelTimes*, the MRCOG's monthly newsletter, is distributed to households, organizations, citizen groups, neighborhood associations, and businesses throughout the Mid-Region of New Mexico. The newsletter contains news about current transportation planning events, national news and links, opportunities for participation in the transportation planning process and notices of upcoming meetings and workshops.

MRRTPO also maintains a newsletter, the *Regional Planning Newsletter*, to showcase projects, share programs, and distribute resources to aid in local planning activities for the communities participating in the MRRTPO. The newsletter includes important and relevant RTPO content.

### Opportunities for Public Comments

MRCOG routinely offers four different ways for people to comment on activities, programs, and decisions made at the agency, as follows:

- Comments are accepted at any time – Comments are accepted via an online comment form, by phone, fax, email, U.S. mail, and in person at any board or committee meeting. Contact information for all staff is provided on the agency website. MRCOG's address and front desk telephone and fax number is included in every publication produced by MRCOG. MRCOG responds to all comments appropriately.
- Citizen comments at agency meetings – All MRCOG board and committee meetings are open to the public (except for topics meeting the closed session criteria of the Open Meetings Act). MRCOG generally holds at least 50 of these meetings per year. The meeting dates are posted at least 72 hours in advance on the agency's web site, and in the monthly *TravelTimes* or *Regional Planning* newsletters. Time for public comments is included on meeting agendas. No advance notice is required to speak during the public comment period at any meeting. Public comments and responses made during these times are kept on record in the official meeting summaries. All of the boards and committees maintain mailing lists; anyone can request to be added to a board or committee mailing list. MRCOG uses voluntary attendance forms at agency meetings open to the public to collect statistical data on meeting attendees to meet federal guidance designed to help track representation of all segments of the population.

Formal public comment periods for major activities – Formal public comment and review periods are used to solicit comments on major planning and programming activities, such as, for example, the proposed distribution of funds, major amendments to the Transportation Improvement Program (TIP), changes to important MRCOG policies (such as the *Public Participation Procedures*), and major updates to the Metropolitan Transportation Plan (MTP). Generally, all documents for public review and comment are posted on the website and may be obtained at MRCOG office. The comment period is highlighted in the *TravelTimes* newsletter, in other agency publications, and on the home page of the website, and press releases are distributed throughout the region. Comments can be made in person at any MRCOG meeting, using a comment form on the agency's website, by email, by U.S. mail, fax, or telephone. MRCOG responds to all comments as deemed appropriate and forwards comments to other agencies for their response when appropriate. All comments received throughout the comment period are distributed, with the comment response, to the appropriate board or committee and are reviewed and considered prior to action.

Public Hearings – MRCOG holds public hearings during major updates to the region's

adopted Metropolitan Transportation Plan (MTP, the Transportation Improvement Program (TIP), and the *Public Participation Procedures*. Please refer to MRCOG's *Public Participation Procedures* (Appendix A) for further information, including how the term "major updates" is applied.

## Program Area 2: Planning & Programming

MRCOG is responsible for developing long-range and short-range transportation plans to provide efficient transportation services to the Mid-Region of New Mexico. A comprehensive transportation planning process is used, which entails the monitoring and collection of data related to transportation issues. MRCOG coordinates with NMDOT, cities, counties, tribal governments, and transportation providers, seeks public involvement, and provides technical support when needed. [Refer to "Program Area 1: Communications & Public Involvement" for a description of how interaction with the public is handled.]

### **Operational Guidelines:**

Primary guidance is provided by:

- Federal Regulations 23 CFR 450
- MRCOG Articles of Agreement
- By-Laws of the Metropolitan Transportation Board
- Bylaws of the Mid-Region RTP
- Memorandum of Agreement Between the New Mexico Department of Transportation and the Mid-Region Council of Governments, Metropolitan Planning Organization (Master Agreement)
- Federal transportation acts such as SAFETEA-LU or adopted federal regulations
- State and Federal Clean Air Acts and Amendments

### **Key Planning and Programming Activities**

The MRMPO branch of MRCOG is mandated by state and federal law to maintain the Metropolitan Transportation Plan (MTP), the region's adopted, long-range plan, and the Transportation Improvement Program (TIP), a six-year program of federally funded and regionally significant projects in the region. The MRRTPO maintains long-range plans for rural areas and the Rural Transportation Improvement Program Recommendation (RTIPR). MRCOG conducts and supports numerous state and federal planning, compliance, and certification programs, which enable counties, cities, tribal governments, transit agencies, and NMDOT to obtain state and federal funding. MRCOG also develops and advances a comprehensive economic development strategy, which is integrated with regional land use and transportation planning. The agency provides forecasts of population, housing, economic, and transportation trends that provide the basis for addressing current issues and exploring future needs and options that could benefit the region. MRCOG serves as a center for the collection, analysis, and dissemination of information vital to residents and governments in the region. The Articles of the Agreement of the MRCOG establishes the agency's transportation, database, forum, and technical assistance responsibilities. The agreement highlights the following functions:

- Fulfill MPO responsibilities for the Albuquerque Metropolitan Planning Area, develop a regional transportation plan, review and approve expenditures of federal transportation funds, and identify short-range transportation system development needs and financial strategies.
- Fulfill RTP requirements prescribed by state law for portions of counties outside the

AMPA; ensure that regional transportation and land-use plans are integrated; and ensure that state, regional, and local transportation plans are consistent.

- Maintain the MTP as the region's adopted transportation strategy, and prepare multicounty planning policies for the region.
- Develop and maintain a regional database, and forecast and monitor economic, demographic, and travel conditions in the region as the foundation for local and regional planning.
- Provide technical assistance to local governments, to state and federal governments, and to business and community organizations.
- Provide a forum for the discussion of emerging regional issues.

### Major Programs of MRCOG

• **Metropolitan Transportation Plan (MTP)** -- Provide the long-range regional investment strategies to implement transit, roadway, and freight mobility; and non-motorized transportation; with consideration for the environment and air quality. Address full-cost planning, major investment studies, and discussions regarding how to finance transportation improvements.

• **Long Range Rural Transportation Planning** - Develop long range regional investment strategies for all modes of transportation in the MRCOG area outside the Albuquerque Metropolitan Planning Area.

• **Transportation Improvement Program (TIP)** – Maintain a TIP that incorporates all projects using federal funds, including funds managed by MRCOG and the state and all regionally significant projects, regardless of funding source; conduct ongoing analyses related to plan consistency, air quality, and financing; and provide training and assistance to agencies in the region. The TIP is incorporated without change into the Statewide Transportation Improvement Program (STIP).

• **Rural Transportation Improvement Program Recommendation (RTIPR)** - Develop an RTIPR which recommends to NMDOT a list of projects to receive funding. The RTIPR is developed in conjunction with NMDOT's development of the STIP.

• **Congestion Management Process (CMP)** – Develop the Congestion Management Process required by federal transportation law to monitor existing transportation system performance problems and identify potential solutions to guide decisions on use of federal transportation funds.

• **Intelligent Transportation Systems (ITS)** – Maintain the Regional ITS Architecture, develop GIS strategies to track ITS investments and deployments, and coordinate ITS activities in order to maximize the investments being made.

• **Policy, Plan, and Project Review** – Ensure that local, regional, and state planning efforts are compatible and mutually reinforcing, and work with local governments, tribal governments, countywide growth management planning groups, and state agencies in the review of policies, plans, and projects for consistency with state and regional planning goals.

• **Technical Services and Regional System Data** – Provide demographic, economic, travel, traffic count data, and geographic data to member jurisdictions, other agencies, businesses, and the public; assist in planning activities of member jurisdictions; collect, analyze, maintain, and improve data; and identify, monitor, and forecast trends.

• **Public Participation** – Develop and provide information materials on agency activities and services. Assist agency staff in reaching out to, involving, and meeting the needs of MRCOG members, other agencies, businesses, community organizations, and the public.

• **Unified Planning Work Program (UPWP)** - Develop a document which describes the work tasks to be completed in the one- or two-year period and how federal funds will be

utilized for transportation planning purposes

- **RTPO Work Program** - Develop a similar document to the UPWP which applies to the rural planning area.

## **VI. Title VI Complaint Procedures**

The MRMPO/RTPO specifies the procedures for investigating and tracking Title VI complaints filed with the Mid-Region Council of Governments. Below are the complaint procedures as posted on the MRMPO/RTPO website ([www.MRCOG-nm.gov](http://www.MRCOG-nm.gov)) and which are also available upon request.

The Mid Region Council of Governments is committed to ensuring that all residents have equal access to all transportation services. It is further the intent of the Mid Region Council of Governments that all residents are aware of their rights to such access. Any person believing he or she has been excluded from, denied participation in, denied the benefits of, or otherwise has been subjected to discrimination under any transportation service, program or activity (whether Federally-funded or not) due to that person's race, color, national origin, gender age, disability, economic status, or limited English proficiency has the right to file a complaint.

The complaint procedures cover the following:

- Title VI of the Civil Rights Act of 1964
- Section 504 of the Rehabilitation Act of 1973
- Civil Rights Restoration Act of 1973
- Civil Rights Restoration Act of 1987
- Americans with Disabilities Act of 1990
- Executive Order 12898
- Executive Order 13166

An individual, group of individuals or entity may file a formal Title VI complaint. Complaints must be submitted to the NMDOT Title VI Coordinator in writing, signed and dated, within 180 days of the alleged discriminatory act (or latest occurrence). The complaint should include the following information:

- Name, mailing address, and how to contact you (i.e., telephone number, email address, etc.)
- How, when, where and why you believe you were discriminated against, to include the location, names and contact information of any witnesses.
- Other information that you deem significant.

The Mid-Region Council of Governments Complaint Form shown in Appendix B is utilized by persons who wish to file a Title VI complaint. The form, complaint procedures, as well as a link to the FTA Civil Rights website, are provided on the agency's website. The complaint should be submitted to the following address:

Sandra Gaiser, Title VI Coordinator  
Mid-Region Council of Governments  
809 Copper NW  
Albuquerque, NM 87102

The MRMPO/RTPO encourages all complainants to certify mail that is sent through the U.S. Postal Service to ensure that all written correspondence can be tracked easily. An original, signed copy of the complaint must be received by the Title VI Coordinator as soon as possible, but no later than one hundred eighty (180) business days from the alleged date of discrimination.

Title VI complaints must be investigated within 60 days. Investigating a complaint includes interviewing all parties involved and key witnesses. The investigator may also require relevant information. MRMPO/RTPO may specify if there is a particular individual(s) that MRMPO/RTPO should not investigate the complaint due to conflict of interest or other reasons.

Title VI complaints may be forwarded to either NMDOT or FHWA for investigation. If the complaint is forwarded to one of these agencies, *MRMPO/RTPO* will provide the name and contact information for the person handling the Title VI complaint to the complainant.

Federal law prohibits retaliation against individuals because they have filed a discrimination complaint or otherwise participated in a discrimination investigation. Any alleged retaliation should be reported in writing to the investigator.

Title VI complaints may also be filed directly with the following agencies as stated above:

New Mexico Department of Transportation  
Construction and Civil Rights Bureau  
Attn. Title VI Coordinator  
1570 Pacheco St. Suite A-10  
Santa Fe, NM 87505  
Phone: (505) 470-9668

or

Federal Highway Administration, New Mexico  
Attn. Civil Rights Coordinator  
4001 Office Court Dr. Suite 801  
Santa Fe, NM 87507  
Phone: (505) 820-2021

#### What happens to the complaint after it is submitted?

All written complaints alleging discrimination based on race, color or national origin in a service or benefit provided by the MRMPO/RTPO will be directly addressed by the Title VI Coordinator in writing. The MRMPO/RTPO will provide, to the maximum extent feasible, appropriate assistance to complainants, including assistance to those persons with disabilities, or to those who are limited in their ability to communicate in English. Additionally, the MRMPO/RTPO will make every effort to address all complaints in an expeditious and thorough manner as described below.

A Letter Acknowledging Receipt of Complaint will be mailed within seven (7) business days of receipt of the complaint, a representation of which is presented in Appendix B. At this time, the Title VI Coordinator will conduct a preliminary investigation into the complaint through follow up

written interviews with parties involved. Written documentation of the preliminary investigation will be maintained on file in the Title VI Coordinator's office.

The MRMPO/RTPO may request additional information from the complainant in the Letter Acknowledging Receipt of Complaint. A complainant's failure to provide the requested information may result in the administrative closure of the complaint and no further action will be required by the MRMPO/RTPO.

#### How will the complainant be notified of the outcome of the complaint?

The MRMPO/RTPO will send a Written Response to the complainant as to whether the complaint is not substantiated or the complaint is substantiated. The MRMPO/RTPO's Title VI Coordinator will make every effort to send a Written Response to the complainant within ninety (90) business days of receipt of the complaint.

As presented in Exhibit C Written Response - Complaint Not Substantiated, the complainant will be advised of his or her right to 1) appeal within seven (7) business days of receipt of the Written Response and 2) within 180 days of the alleged discrimination, file a complaint externally with the Federal Transit Administration of the U.S. Department of Transportation. The complainant has the right to appeal the Written Response. Appeals in this instance must be submitted to the Title VI Coordinator in writing and must include new information not previously considered in the original complaint. Contingent upon the specifics related to the complaint, appeal investigations may include further findings of fact, a hearing or other appropriate mechanism, which will result in a final written determination rendered, if feasible, within ninety (90) business days of receipt of the appeal request.

In the case where the complaint is substantiated, the Written Response will indicate that remedial efforts are being developed and implemented in order to mitigate disparate treatment. The complainant will be notified in a manner similar to that which is presented in Exhibit # Complaint Substantiated, conceivably within ninety (90) business days of receipt of the appeal request.

The Mid Region Council of Governments (MRMPO/RTPO) hereby confirms that there have not been any Title VI investigations, complaints or lawsuits filed with the MRMPO/RTPO. In the event that Title VI filings do occur, the MRMPO/RTPO is prepared to maintain a list of any active investigations, lawsuits or complaints alleging discrimination on the basis of race, color, or national origin. The list will include the date of the investigation, lawsuit or complaint was filed; a summary of allegation(s); the status of the investigation, lawsuit or complaint; and actions taken by the MRMPO/RTPO in response to the investigation, lawsuit or complaint.

## **VII. Title VI Program Management Procedures**

As a requirement of Title VI, the MRMPO/RTPO continually engages the public in its planning and decision-making processes, as well as its marketing and community outreach activities. Since its inception to the present time, the public routinely has been invited by the MRMPO/RTPO to participate in a wide variety of public outreach activities, including but not limited to:

*Transportation Improvement Plan (TIP)*. The Albuquerque Metropolitan Planning Area (AMPA) TIP is a six-year planning document that encompasses all federally funded or regionally significant transportation projects and programs including those related to federal, state and local highways, transit, ridesharing, bike paths, and pedestrian facilities. All MRMPO/RTPO

federally funded projects are subjected to the TIP process, which includes rigorous vetting through a process comprised of a well-established schedule for public hearings and public comment periods. MRCOG's Metropolitan Transportation Board approves the TIP and all TIP amendments. One of the criteria used to identify projects to receive funds includes how well the project provides access for transportation users identified in the President's Order for Environmental Justice. The sponsors of all projects programmed in the TIP are required to comply with Title VI, the Americans with Disabilities Act and other applicable federal and state laws and regulations.

*FTA Grant Application Process.* As a part of the FTA grant application process, the MRMPO/RTPO makes every attempt to publish its annual Program of Projects (POP) in English and Spanish speaking newsprint which provides another avenue for beneficiary notification and bilingual outreach. This effort also enhances the MRMPO/RTPO's ability to reach out to persons with limited English abilities and therefore, further strengthens the LEP Plan.

*Board Meetings.* The MRMPO/RTPO Board holds monthly meetings of which the public is invited to attend via notices posted on the MRMPO/RTPO's website and published in local newspapers.

*Public Meetings.* When new or revised service is proposed, information is disseminated to the affected users, all revisions are posted on the MRMPO/RTPO's website, notifications are sent to email users, and public meetings, if required, are scheduled in advance. All such revisions require presentations to the MRMPO/RTPO Board for formal adoption, which provides another avenue to inform the public.

*Smart Business Partnership Program.* The MRMPO/RTPO utilizes the Smart Business Partnership Program to reach out to businesses in order to enhance employee participation in MRMPO/RTPO programs and services. This outreach effort is ongoing and widespread throughout the four counties constituting the MRMPO/RTPO's planning area. MRMPO/RTPO staff work with employer coordinators in disseminating information and collecting data about employee commute habits. For this purpose, employee surveys are offered in English and Spanish in order to assist individuals with limited English abilities.

*Information Displays, Booths, Fairs.* Marketing staff regularly schedule opportunities to interact with the general public to provide information about transit services throughout the community. That effort includes the dissemination of schedules and other informational items about transit services, some of which are offered in English and Spanish versions.

*Bilingual Outreach.* As an important element of the MRMPO/RTPO's LEP Plan, MRMPO/RTPO has staff available to readily provide responses in Spanish to transit service inquiries. Many transit schedules include Spanish translations. Bilingual translation assistance is utilized in outreach programs, and if requested, offered during program and public meetings. Notices are provided in both Spanish and English in newsprint, on facilities, and in vehicles. The MRMPO/RTPO takes a comprehensive approach to its bilingual outreach efforts.

## **VIII. Title VI Related Training**

The Mid-Region Council of Governments Title VI Coordinator shall ensure that staff is trained and familiar with MRMPO/RTPO related policies and procedures.

Minorities, women, veterans, individuals with a disability, and other individuals protected by Title VI and federal and state anti-discrimination laws are provided with equal opportunity and fair

treatment in all employment-related decisions, including opportunities for education and training.

Operational Guidelines:

- MRCOG Employee Handbook
- MRCOG Affirmative Action Plan

All MRCOG employees are encouraged to participate in professional development and training. All materials received by the agency on training and education opportunities are made available to all employees, which includes all information on federally funded training, such as courses provided by the National Highway Institute (NHI), the National Transit Institute (NTI), the Transportation Research Board (TRB) and others.

The Human Resources Manager is responsible for evaluating and monitoring compliance with Title VI requirements in all aspects of the education and training program. NMDOT along with other agencies provide information on training opportunities open to MRCOG staff and subrecipients. They will:

- Assist NMDOT in the distribution of information to MRCOG staff on training programs regarding Title VI and related statutes.
- Ensure equal access to, and participation in, applicable courses for qualified MRCOG employees
- Track staff participation in Title VI, NHI, NTI and TRB courses.

## **IX. Limited English Proficiency (LEP) Plan**

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 understand English is a type of national origin discrimination. Any agency receiving federal funds needs to develop a Limited English Proficiency (LEP) Plan.

As specified in 70FR74087, Department of Transportation Policy Guidance Concerning Recipients' Responsibilities to Limited English Proficient (LEP) Persons, an assessment of the need for language assistance is based upon the following four factors:

1. The number or proportion of LEP persons served or encountered by the service
2. The frequency with which LEP individuals come into contact with the service
3. The nature and importance of the program, service or activity
4. The resources available to the recipient and the costs associated with outreach

Any initiative or action to provide meaningful access to LEP persons is grounded on what is necessary and reasonable as a result of this four-factor analysis. The table presented in Appendix C provides the demographic data from the 2013-2017 American Community Survey, table B16001 that serves as the basis for the required four factor analysis.

### **1. Number or Proportion of LEP Individuals**

In the MRMPO's Albuquerque Metro Planning Area, approximately 7.4% of the population over the age of 5, and in the RTPO, 4.6% of the population are individuals with Limited English Proficiency (defined as those who speak English "not well" or "not at all"). The majority of LEP individuals in the AMPA (51,391 out of 61,552 or 83.5%) speak Spanish. Spanish-speakers are the majority of the LEP population in the RTPO Planning Areas as well (67.3% of the LEP population, or 1,004 of 1,492 individuals).

## 2. Frequency of Contact with the Program:

MRCOG uses extensive postal and electronic mailing lists to disseminate information and give notice for public comment opportunities. Both mailing lists include hundreds of community members of Title VI protected groups throughout the region. MRCOG also sends press releases to newspapers that are published by and for Title VI protected groups.

In regular public outreach events, there are LEP persons who interact with MRMPO/RTPO staff. Within the combined MRCOG planning area's recognized LEP population, the following language groups are the largest:

- Spanish: 6.1 percent or 52,395 individuals
- Other and unspecified language: 0.3% or 2,716 individuals
- Vietnamese: 0.25 percent or 2,179 individuals

Based on information above, the population of persons with limited English proficiency MRMPO/RTPO staff are most likely to encounter are Spanish-speaking individuals, and to a lesser extent, speakers of Native North American languages (the "other" category second-most present in the last ACS 5-year survey) or in certain census tract areas, native speakers of Vietnamese.

In addition to an analysis of demographic data, the MRMPO/RTPO staff indicates that Spanish-only speakers on occasion call requesting information. As detailed in the *Summary of Outreach Efforts / Engaging Underserved Populations*, in the instance where one of the MRMPO/RTPO staff members do not have translation capabilities, a well-defined process has been established so that translation services are provided in an equitable way.

## 3. Nature and Importance of LEP Program:

MRCOG routinely assesses the need for providing information in languages other than English. MRCOG also evaluates the effectiveness of all communications and public involvement efforts and makes appropriate adjustments to its communication strategy. MRCOG also keeps a list of potential interpreters in the event that a need for translation services has been identified or requested; this includes interpreters for American Sign Language.

## 4. Resources Available:

A well-integrated LEP Plan is warranted for MRMPO/RTPO, particularly at planning meetings located within LEP-concentrated areas. Due to the long-standing composition of minority and LEP populations throughout the planning area, the MRMPO/RTPO anticipates that it will continue to have sufficient resources available to meet this need.

The MRMPO/MRTPO have translated sections of the Title XI plan into Spanish and have Spanish speaking contact information on the website. Major questionnaires/surveys, such as the MTP Public questionnaire and household travel survey, are available in Spanish. Comment sheets are available at public meetings and community outreach events that have been translated into Spanish as well as some promotional materials for upcoming meetings. Whenever public meetings are advertised, it is stated that people needing special assistance, including translation, can request it in advance of the meeting.

## **X. External Communication (Notification to Public Beneficiaries)**

Title VI information is prominently and publicly displayed in Mid-Region Council of Governments facilities on the agency's website ([www.mrcog-nm.gov](http://www.mrcog-nm.gov)). Such notices specify that the Mid-Region Council of Governments operates a Title VI Program without regard to race, color, or national origin; describe how to request additional information about the Title VI Program; and explain how to file a discrimination complaint.

## **XI. Notice of Rights**

### **Your Rights Against Discrimination Under Title VI of the Civil Rights Act of 1964**

Mid-Region Council of Governments operates its programs and services without regard to race, color, national origin, sex, age, and disability. Anyone who believes they have been excluded from participation in, denied benefits of, or otherwise subjected to discrimination under any MRMPO/RTPO program or activity because of their race, color, national origin, age, sex, or disability may file a discrimination complaint with MRMPO/RTPO or the New Mexico Department of Transportation.

To file a Title VI discrimination complaint, please contact:

Attn: Sandra Gaiser, Title VI Coordinator  
Mid-Region Council of Governments  
809 Copper Ave NW  
Albuquerque, NM 87102



*Appendix A*  
**MPO Public Participation Plan**

# MID-REGION METROPOLITAN PLANNING ORGANIZATION

## PUBLIC PARTICIPATION PROCEDURES



**2018**



Mid-Region Metropolitan Planning Organization  
Mid-Region Council of Governments  
809 Copper Av NW, Albuquerque, NM 87102  
[www.mrcog-nm.gov](http://www.mrcog-nm.gov)

## How to Make a Public Comment

- ✓ *Send by mail to:* MRMPO, 809 Copper Avenue NW, Albuquerque, NM 87102
- ✓ *Email:* [mrcog@mrcog-nm.gov](mailto:mrcog@mrcog-nm.gov) (for general transportation comments); [mtpcomments@mrcog-nm.gov](mailto:mtpcomments@mrcog-nm.gov) (for MTP-related comments); and [tipcomments@mrcog-nm.gov](mailto:tipcomments@mrcog-nm.gov) (for TIP-related comments)
- ✓ *Call:* (505) 247-1750; *fax:* (505) 247-1753

This document was funded in part through grants from the Federal Highway Administration and Federal Transit Administration, U.S. Department of Transportation. The views and opinions of the authors or agency expressed herein do not necessarily reflect those of the U.S. Department of Transportation. Mid-Region Metropolitan Planning Organization and the Mid-Region Council of Governments fully complies with Title VI of the Civil Rights Act of 1964 and related statutes and regulations in all programs and activities. For more information or to obtain a Title VI Complaint Form, please contact the MRCOG Title VI Coordinator at (505) 247-1750-tel. or email [mrcog@mrcog-nm.gov](mailto:mrcog@mrcog-nm.gov) or fax (505) 247-1753 or visit our website [www.mrcog-nm.gov](http://www.mrcog-nm.gov).

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## I. INTRODUCTION

This document establishes the public participation procedures used by the Mid-Region Metropolitan Planning Organization (MRMPO) for developing the Metropolitan Transportation Plan (MTP) and Transportation Improvement Program (TIP) as well as other planning products and documents for the Albuquerque Metropolitan Planning Area (AMPA). It establishes MRMPO's procedures for outreach and also provides information about how interested parties can participate in the regional long-range transportation planning process. The document provides an overview of the metropolitan transportation planning process (see Appendix A), a description of the outreach methods, strategies, and techniques used by MRMPO, the public participation guidelines MRMPO follows, and the ways in which the public and stakeholders can participate in the planning process.

The Public Participation Procedures document has been updated to include new methods, approaches, and techniques that will be used by MRMPO for outreach purposes going forward, which are guided by an overall approach that favors going to where people are rather than asking them to come to us to hear their thoughts. The new approach also emphasizes increasing efforts to reach underrepresented groups, increasing overall engagement through the use of new methods, and focusing more on gathering feedback rather than presenting information.



Participation plans for specific products are sometimes produced, for example, for MTPs. Such plans and outreach activities will adhere to the procedures described in this document. Federal requirements for metropolitan transportation planning, including for participation by interested parties, are outlined in the federal surface transportation infrastructure law, the Fixing America's Surface Transportation (FAST) Act and codified in Title 23 Part 134 of the Code of Federal Regulations (23 CFR 134). The FAST Act mandates that the public participation programs of metropolitan planning processes shall 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)." Methods and procedures described in the *Public Participation Procedures* (PPP) document adhere to federal requirements. This updated document replaces MRMPO's previous Public Participation Procedures document.

## MRMPO's Outreach Approach, New Techniques, and Goals

MRMPO has an overarching goal of providing effective outreach to engage as many members of the public and stakeholders as possible, putting particular focus on reaching out to populations underrepresented in the planning process (e.g., low-income, minority, and young adults). To help accomplish the goal, MRMPO continually assesses and refines its outreach approach and methods as needed. The objectives of MRMPO's public participation activities are to increase engagement through new methods, to increase efforts to reach underrepresented groups, and to put more effort to going where people are as opposed to having them come to where we are. MRMPO strives to provide clear and thorough information to the public, to solicit as much feedback and comment from the broadest cross-section of the public possible, and to increase awareness of MRMPO as the coordinating body for the regional long range transportation planning process that must be continual, comprehensive, and cooperative (the "3C Process").



Actively listening to participants in the transportation planning process is a priority of the organization. In outreach efforts, MRMPO's focus has shifted from *presenting* information to *gathering* information, opinions, thoughts and ideas from the public, agency members, and stakeholders, and integrating that feedback where possible.

## II. MRMPO OUTREACH METHODS, STRATEGIES, AND TECHNIQUES

MRMPO endeavors to attract as much participation in the transportation planning process as possible. In addition to the activities described above, MRMPO continually refines its outreach approach and methods. For the upcoming MTP update (*Connections 2040*), the organization will try new outreach methods and assess their effectiveness and refine approaches as necessary. New methods MRMPO anticipates using include: greater use of email notifications and distribution of information to community, government and professional networks; hosting fewer formal public meetings and instead putting more effort toward attending and presenting at other groups' and organizations' meetings; increasing the visibility and awareness of the MTP by attending community events and setting up tables at popular community locations (e.g., grocery stores) to distribute

information and/or gather feedback; greater use of online surveys and opportunities to comment through the use of social media and/or new technology and online forums; hosting meetings that are more focused on obtaining feedback rather than providing information; and using videos to reach a broader audience. MRMPO will provide more systematic summaries of information obtained from outreach activities to let participants know they were heard and that their input was integrated where possible.

The following section describes the methods, strategies, and techniques MRMPO may employ to achieve its outreach objectives.

## Methods

MRMPO may use the following methods to obtain feedback from the public and stakeholders:

### Formal Public Meetings

- *Public Meetings* – These meetings provide formal public input opportunities on issues of regional interest. In accordance with state law, MRMPO publishes notices advertising public meetings in the local newspaper and on its website. MRMPO may also issue news releases and use other advertising methods such as ads in print, radio, and/or social media, email “blasts,” promoting/advertising at community events, or posting information about the meetings on other organization and member agency websites and social media pages and newsletters to promote participation at public meetings.



- *Committee Meetings* – MTB and TCC meetings are always open to the public and allow for public comment. Committee meetings are listed on the MRCOG website, advertised in the newspaper, and listed in MRMPO’s newsletter. They are held at the MRCOG building located at 809 Copper Avenue NW, Albuquerque, New Mexico, 87102. The building is ADA compliant and is accessible via several major transit routes.

## Surveys

Online and in-person surveys have been used to inform previous Metropolitan Transportation Plans. Surveys are one technique by which entire populations, rather than vocal minorities, can present their viewpoint.

Online surveys are a low-cost approach to gather opinions from a broad cross-section of the population, though care must be taken to ensure that the population responding to the survey matches the population being surveyed. If this is not the case, this should be noted.

At public meetings, mini-surveys are sometimes used to gather the sentiment of the assembled group. Survey results can be compared to other groups that have taken the survey and the entirety of respondents more generally. Results may also be aggregated for all respondents. This has proved a useful way of making public meetings more engaging and ensuring feedback is received by as many participants as possible. MRMPO has electronic “voting clickers” that can be used for this purpose.



## Workshops

Workshops can include meetings or a series of meetings designed to share information on a topic of regional interest or importance and gather feedback from participants. MRMPO’s workshops can provide technical assistance to local communities, help increase public awareness of MPO activities, and promote public involvement. They can be especially useful for gaining more in-depth perspectives from participants due to their more focused approach. MRMPO records public responses and additional questions/concerns for later use by staff or the MTB.

## Open Houses

MRMPO may hold open houses at various locations over the span of several hours to provide increased opportunity for interested parties to learn and leave feedback about a certain topic or product (e.g., a draft MTP) in a more informal setting and with the chance to speak more directly with staff. In the past, open houses have been held at the MRCOG Board Room and various community facilities in Sandoval and Valencia Counties.



## Focus Groups

Focus groups help solicit in-depth information about issues, activities, or public perceptions from small groups of stakeholders. Often held in series, focus groups allow MRMPO to obtain detailed information and responses by asking questions that may build upon knowledge discovered during the course of the meetings or prior public interaction.

## Key Person Interviews

MTB members or MRMPO staff may meet individually with designated opinion leaders, such as Chamber of Commerce officials or members, mayors, advisory body members, non-profit agency representatives, religious leaders, business owners or individual constituents potentially impacted by an MTB decision.

## Civic Events and Community and Agency Meetings

MRMPO can bring outreach and educational materials to community events (e.g., farmers markets, fairs) and service locations, especially those locations where members of traditionally underserved communities may frequent (e.g., grocery stores in low-income neighborhoods).

MRMPO can also provide updates on topics of interest to groups (i.e., city councils, other elected bodies, neighborhood associations) hosting meetings in the region. MRMPO will endeavor to attend other agencies' key public meetings for transportation projects so that members of the public attending can have access to someone who can provide a regional view and MRMPO staff can gain insight about public concerns.

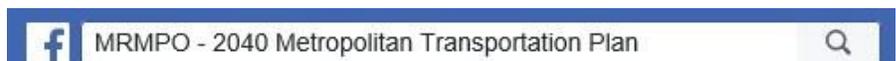


## “Pop-Up” Events and other innovative, eye catching events

MRMPO can host less formal “pop-up” events where planners set up a booth at various places (coffee shops, libraries, etc.) to disseminate information and/or collect feedback from the public. These can be helpful in reaching a different audience and for providing a less formal and more approachable environment.

## Social Media and New Technology

MRMPO staff uses social media to engage the public in its planning products and activities. Staff will explore the use of new technologies and internet-based tools as they become available to increase the number of



ways people can provide input. This may include interactive maps to collect feedback, Twitter, greater use of Facebook, etc.

### III. MAJOR PRODUCTS OF THE TRANSPORTATION PLANNING PROCESS AND BASIC OUTREACH PROCEDURES THAT GUIDE THEIR DEVELOPMENT

MRMPO’s public outreach efforts for the following key products are described in this section.

- The Metropolitan Transportation Plan(MTP)
- The Transportation Improvement Program
- Public Participation Procedures
- Title VI Plan
- Unified Planning Work Program (UPWP)

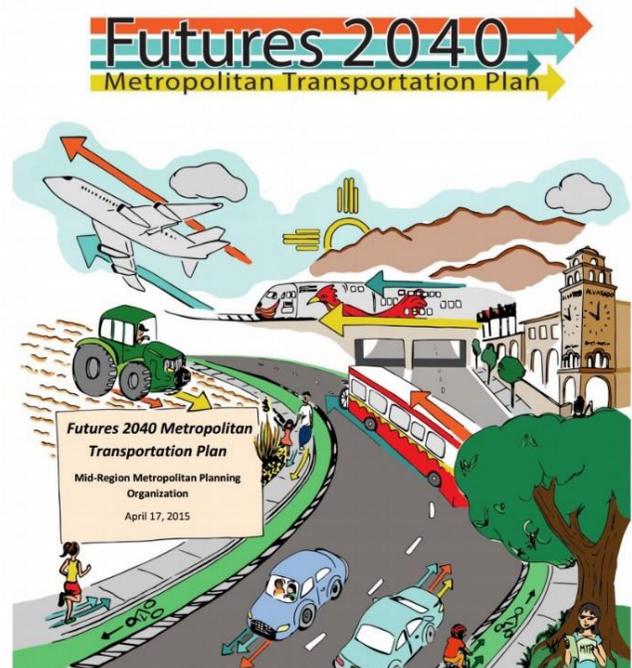
#### Metropolitan Transportation Plan

The Metropolitan Transportation Plan is the primary planning document for the AMPA. As such, public outreach is critically important to the document. The MTP involves the most comprehensive and sustained outreach effort undertaken by MRMPO staff.

Development of the MTP is divided into three general stages: (1) goals, existing conditions, and needs; (2) analysis and evaluation of strategies to meet the needs identified and achieve the goals stated; and (3) final selection of projects to be included in the MTP, and MTP document development and approval. Each stage of MTP development contains its own element of public participation. Public feedback is especially sought in the first stage when input can more easily inform the development of the plan. Feedback is sought in the second stage to help weigh in on strategies, approaches, and trade-offs. In the third stage, input is usually sought on the initial and final drafts of the plan.

Inevitably there is some overlap between the stages, and comments are never rejected as being out of turn. However, at each stage, input is solicited to maximize public impact on the planning process. At all stages, use of visualization to the extent possible (e.g., charts, graphs, maps, and forecasts) are shared at public meetings, on the MRCOG website, and through other communication channels (e.g., social media, newsletters, email).

At a *minimum*, public participation for Metropolitan Transportation Plans includes:



- Public meetings in Sandoval, Bernalillo, and Valencia counties, at locations accessible to transit and persons with disabilities;
- Outreach to the public, stakeholders, local and tribal governments, and neighborhood coalitions (for example, member agencies and tribal governments are invited to participate on committees and MTP meetings, they receive updates through emails and other means, and MRMPO can attend—and present as appropriate—at local agency and Tribal government meetings. In addition, tribes in the north, central and south areas of the AMPA will be contacted and asked if they would like MRMPO to present there;
- Press releases to news media in advance of the formal public comment period preceding adoption of the Plan and public notification of formal comment periods published;
- Information related to the plan and participation opportunities (e.g., a draft plan available for public comment) posted to the MRCOG website and included in MRMPO’s electronic newsletter and social media sites (i.e., Facebook and Twitter) and sent via email to persons in the MTP contacts database.

Significant written and oral comments received on the draft MTP as a result of the public involvement process are summarized, analyzed, and reported on as part of the final plan. If the final transportation plan 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 involvement efforts, an additional opportunity for public comment on the revised plan shall be made available.

#### Amending the MTP

Amending the MTP can take the form of additions to the list of federally eligible or regionally significant projects or removals from that list, revised population and/or traffic forecasts, or major revisions to funding projections.

MRMPO makes every attempt to anticipate all regionally significant or potentially federally funded projects in the MTP, but in the event that a project must be added to the MTP, MRMPO staff will initiate participation to accommodate the revision. At a minimum, MRMPO will designate a minimum 30-day public comment period and send out press releases to the local media on the proposed change(s) to the MTP. In addition, at least one public meeting will be held (in conjunction with either the MTB or other committee meeting) where the public may provide comment to the staff and/or the Board and committee members present. Areas most directly affected by the proposed change to the MTP may be specifically targeted through the media, public meetings, and direct mail.

Deletions from the MTP for outer-year projects (i.e., those not programmed in the TIP) can be made at the next revision of the MTP, since the MTP will be revised before the TIP programming period ends.

## Transportation Improvement Program (TIP)

The TIP is a short-range (six year) plan that programs funding, particularly federal funding, for transportation projects in the region. MRMPO seeks public input for the development of the TIP. TIP projects must be consistent with the MTP and reflect the priorities the public establishes in that



document. This section will describe public participation methods for TIPs adopted at the same time as the MTP, TIPs adopted in intervening years, and TIP amendments. For a complete reference on the TIP development process, please refer to MRMPO's *TIP Policies & Procedures* document (found on the MRCOG website). The public participation process established in this document is not a substitute for participation and analysis required of member agencies when designing and implementing projects contained in the TIP.

### TIPs Adopted Simultaneously with the MTP

MRMPO updates the Metropolitan Transportation Plan every four to five years, as required in Title 23 Part 450 of the Code of Federal Regulations (23CFR450). Projects in the TIP are consistent with the MTP and its goals, and relevant comments received on the MTP are used to inform the TIP as well. This process typically occurs late in the MTP development cycle. By having the TIP formal comment period and the MTP formal comment period occur simultaneously, the public may respond either to the programming question or short-term necessity of a given project, or its inclusion in the MTP in the first place. By scheduling TIP participation alongside MTP participation, both the MPO's resources and the public's participation is maximized. The policy board and staff may consider the comment in the context of the MTP or TIP, or both.

### TIPs Adopted Separately from the MTP

In years when there is not an MTP adoption (and, hence no MTP public participation), MRMPO staff engages the public in a standalone participation effort. Elements of TIP public participation for TIPs adopted in non-MTP years include, at a minimum: press releases to local media in the entire Albuquerque Metropolitan Planning Area; notice of comment period posted on the MRCOG website and included in the MPO newsletter and Facebook page; a public comment period of no less than 30 days; and at least one public meeting at a location easily accessible by public transportation. Outreach to various interest, advocacy, and neighborhood groups in the Metropolitan Planning Area may also occur, as well as other outreach methods to broaden participation.

Written and oral comments received on the draft TIP as a result of the public involvement process will be summarized, analyzed, and a report on the disposition of comments shall be made part of the final TIP. If the final 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 involvement efforts, an additional opportunity for public comment on the revised TIP shall be made available.

### TIP Amendments

TIP amendments occur most often on a quarterly basis. Occasionally the TIP will need to be modified sooner than the next quarterly session, in which case an out-of-cycle amendment may be made.

In all cases of a TIP amendment, the amendment is discussed at posted and advertised meetings of the Transportation Coordinating Committee and the MTB (both of which are open to the public, and whose meetings are advertised in the local newspaper of record and on the MRCOG website). In addition, a public comment period of no less than 15 days is held. All proposed and adopted modifications to the TIP, including administrative modifications, are posted on the MRCOG website.

### Annual Listing of Obligated Projects

MRMPO produces an annual listing of obligated projects as part of the TIP process and per federal requirement. The listing is a record of projects delivered in the previous year. The list is made available on MRCOG's website.

## **Public Participation Procedures Document**

Per 23CFR450.316, initial or revised participation plans such as this document (*Mid-Region Metropolitan Planning Organization Public Participation Procedures*) must go through a 45-day public comment period.

At a minimum, public participation activities for updates to the *Public Participation Procedures* will include:

- A minimum 45-day formal comment period
- Notice posted on MRCOG's website and included in MRMPO's newsletter and Facebook page; notice posted in the newspaper
- Public adoption of the *Public Participation Procedures* by the MTB at an MTB meeting (during which time public comments on the document may be made)
- Copies of the approved participation plan shall be provided to the FHWA and the FTA and posted on the MRCOG website

## **Title VI Plan**

The Mid-Region Council of Governments and Mid-Region Metropolitan Planning Organization Title VI Plan documents MRCOG's policy to insure that no person "shall, on the ground of race, color, national origin, or sex be excluded from participation in, be denied the benefit of, or otherwise be subjected to discrimination under any program or activity receiving federal financial assistance."

The major elements of the MRCOG Title VI Plan are:

- Data collection
- Annual Title VI Report
- Annual Review of the Title VI Plan
- Dissemination of information related to the Title VI Program
- Resolution of complaints

These topics are addressed in detail in the MRCOG Title VI Plan. 'Communications and Public Involvement' is one of the designated program areas in the MRCOG Title VI Program. The purpose of this program area is to ensure that MRCOG seeks input from historically disadvantaged groups and responds to their input.

Transportation Planning and Programming is a separate program area in the MRCOG Title VI Plan. The Title VI Plan describes how considerations of Title VI legislation are made throughout MRCOG's planning and programming activities.

Public participation in development of the MRCOG Title VI Plan shall, at a minimum, include opportunities to comment upon any proposed revisions at MTB meetings. Comments can also be submitted via email, mail, or phone: ([mrcog@mrcog-nm.gov](mailto:mrcog@mrcog-nm.gov); attn. Title VI Coordinator, 809 Copper Ave. NW, Albuquerque, NM 87102; or 505-247-1750; or by fax, 505-247-1753). The MTB will approve Title VI Plans after a minimum 45-day public comment period (notice of which is posted on the MRCOG website).

The Title VI Plan will also be posted on the MRCOG website and comments on it shall be included in the Annual Title VI Report which is incorporated in the Annual Performance and Expenditure Report (APER).

### **Unified Planning Work Program**

The Unified Planning Work Program (UPWP) is the work plan and budget all MPOs are required to develop. MRMPO's UPWP covers two consecutive federal fiscal years. The current UPWP is posted on the MRCOG website. MRMPO provides a 30-day public review and comment period when draft UPWPs are developed and before they are adopted by the Board. Notice of the comment period is posted on the MRCOG website and will be announced in its newsletter.

## **IV. MRMPO PUBLIC PARTICIPATION GUIDELINES**

Public participation activities are used to obtain information, identify public sentiment, and inform the public about how to participate in the transportation planning process as well as about specific plans, products, and findings. The tools and methods used to inform and involve the public may vary depending on the groups targeted and the decision at hand.

Public participation is designed to provide the public and stakeholders with meaningful access to key decisions. The stakeholder groups shall at a minimum include those described in [23CFR450.316\(a\)](#)<sup>1</sup>. These stakeholder groups are organized to varying degrees and thus different approaches are required to involve them. In the past, MRMPO has reached out to neighborhood group coalitions in pursuit of geographic diversity; brought advocacy groups “to the table” to assist directly in planning activities for bike and pedestrian facilities; met with representatives of freight carriers and shippers; and has formed ad hoc committees composed of agency staff, representatives of advocacy groups, and MRMPO staff. In addition, MRMPO has solicited comment from chambers of commerce, service groups, and university students.



MRMPO staff leads outreach efforts and encourages public participation by:

- Providing easily accessible and comprehensive information
- Informing affected or interested parties about ways they may participate
- Identifying and testing new methods and approaches to increase public participation
- Implementing public participation strategies and project-specific outreach plans
- Considering and responding to public comment and incorporating when and where possible
- Providing a clear purpose and objectives for feedback sought
- Informing the MTB of public sentiment

## Public Notice

MRMPO informs the public about its public meetings and opportunities for comment, as well as project milestones and outcomes of key meetings. The MRCOG website hosts working drafts of the MTP and TIP as appropriate, and solicits comments from the public and stakeholders on the website

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<sup>1</sup>Each [metropolitan planning organization](#) shall provide citizens, affected public agencies, representatives of public transportation employees, public ports, freight shippers, providers of freight transportation services, private providers of transportation (including intercity bus operators, employer-based commuting programs, such as a carpool program, vanpool program, transit benefit program, parking cash-out program, shuttle program, or telework program), representatives of users of public transportation, 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 plan. (<https://www.law.cornell.edu/uscode/text/23/134>)

via email links. Public meeting notices are published a minimum of 72 hours in advance, with the agenda items or topics for discussion included. Public meeting notices include statements that MRMPO will reasonably accommodate people with disabilities or who may need special accommodations.

MRMPO provides notices on its website and newsletter, in the newspaper, and by mail and/or email of opportunities to provide comment on the MTP and TIP. The notices include, at a minimum, the following information:

- Name of the event/subject of meeting
- Sponsoring organization
- Action to be taken and by whom (if applicable)
- Day, date, time and location of meeting
- Brief summary of the proposed action or plan
- Start and end dates for public comments (if applicable)
- Where and how to obtain copies of the plans or materials, and how to provide comments
- A designated contact for more information
- Offer to provide accommodations for people with disabilities or people who need special accommodation with advance notice

### **Opportunity to Comment on Substantial Revisions**

Should the MTP or TIP be substantially revised from the form in which it was last presented to the public, MRMPO staff will ensure that the public have adequate notice and time to comment on the revisions. Individual project revisions do not normally constitute substantial revisions, however, revisions that apply broadly to the Plan (such as those regarding air quality) would.

Substantial revisions to this document require a public review and comment period of no less than 45 days.

### **Access to Information**

MRMPO provides all of its publications and other pertinent information on the MRCOG website. MRMPO continually tries to provide more of its data on the website in as an accessible manner as possible. Upon request, other information not included on the website may be provided. MRMPO staff are also available to help member agencies or members of the public access and explain information. MRMPO distributes copies of draft and final MTPs to the main area libraries and electronic copies to clerks of local and tribal governments in the region.

### **Electronic Formats**

Most if not all MRMPO-developed publications are made electronically available and posted to the MRCOG website. Below is a list of example materials available electronically on the MRMPO website:

- The current *Metropolitan Transportation Plan* (entire document, appendices, maps, and resolutions), including the Long Range Transportation Systems (LRTS) Guide
- The current Transportation Improvement Program with amendments and Administrative Modifications
- TIP Policies and Procedures
- Public Participation Procedures
- Unified Planning Work Program (UPWP)
- Intelligent Transportation Systems Regional Architecture

In addition, the MRCOG website as well as the MRMPO Facebook page, to a lesser extent, are used as venues for public comment. Dedicated email addresses for comments on the TIP and MTP are made available on the MRCOG website to solicit and accept comments.

## Visualization Techniques

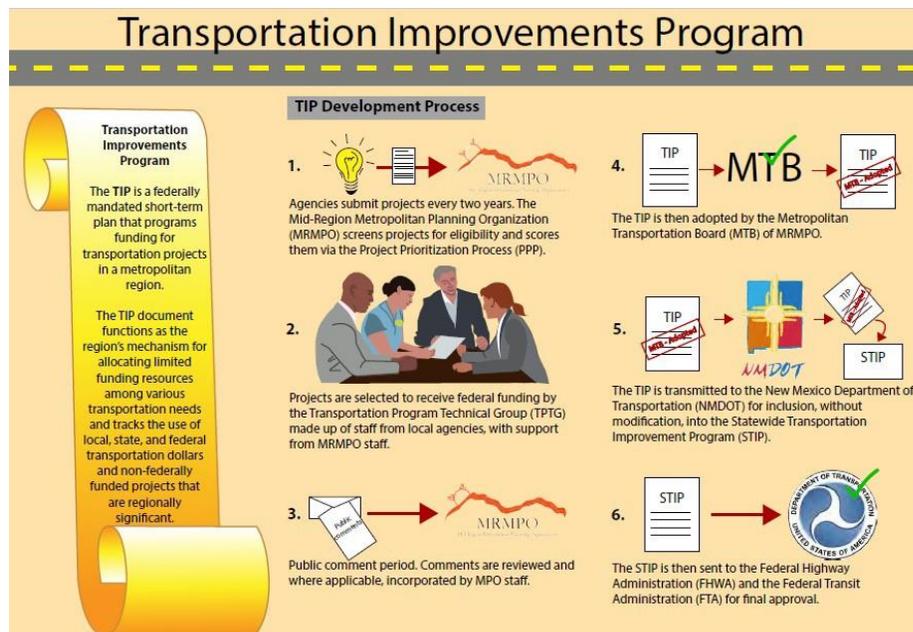
MRMPO provides a variety of information to help participants understand analysis, concepts, or outcomes related to complex regional transportation plans and projects. MRMPO staff will typically use one or more of the following techniques to help the public and stakeholders understand issues:

- Aerial photographs, alone and with mapping overlays
- Maps
- Renderings or photo simulations of proposed projects
- Photographs of existing projects comparable to those proposed
- Scenario planning graphics, including graphs, charts, and maps
- Videos
- PowerPoint presentations
- Display boards that explain or summarize a concept with text and/or graphics



- Graphs, tables, and charts (including “info graphics”) that show various types of information including socioeconomic and demographic data; safety; usage statistics; and financial information.

Materials are made available for review at public meetings and other events and can be provided upon request.



## Meeting Accessibility

MRMPO provides a variety of opportunities for face-to-face and interactive public meetings at ADA-accessible venues. Public participation activities range from public meetings of the MTB to informal events such as open houses and information booths at community events.

To the greatest reasonable extent, MRMPO holds its public meetings at times and places convenient to the public and stakeholders. To encourage maximum participation, MRMPO typically considers:

- Locations easily accessed by transit riders
- Holding meetings at ADA-accessible locations
- Holding meetings in different areas of the region
- Holding meetings at varying types of venues, such as schools and community centers, libraries, etc.
- Partnering with community or service organizations, transit providers, or other government agencies to promote or host participation events
- Holding meetings outside of traditional business hours
- Holding meetings on different days of the week and/or at different times of the day and also holding some meetings of longer duration (e.g., open houses) to maximize potential attendance
- Offering online participation methods for those who cannot attend meetings in person
- Avoiding potential conflicts with participation opportunities hosted by other units of government in the region
- Attending and presenting information at meetings of other groups and organizations
- Hosting “pop-up” events to present information and/or gather feedback at various places such as cafés, farmers markets, and grocery stores
- Providing special accommodations at meetings upon request (e.g., Spanish and sign language translation)

## **Open Meetings Act**

MRMPO complies with the State of New Mexico Open Meetings Act<sup>2</sup> (known as a “sunshine law”). The policy board of the MPO, the Metropolitan Transportation Board, adopts an Open Meetings Resolution each June that includes the meetings scheduled for the upcoming fiscal year. The Open Meetings Act requires that public business be conducted in full public view, that the actions of public bodies be taken openly, and that the deliberations of public bodies be open to the public. Also, a public body must make the agendas of regular and special meetings available to the public at least 72 hours in advance of meetings and post the agendas on the public body’s website if one is maintained.

## **Explicit Consideration of and Response to Comments**

MRMPO receives comment from stakeholders and the general public in multiple formats, including testimony, postal mail, email, phone call or voice mail, social media, and on forms provided for written comments. All comments are responded to in the manner in which they were received. For instance, comments received by mail are provided a mailed response, emailed comments an email response, and so forth. In addition, printouts or photocopies of all comments, or a summary of comments, on the MTP and TIP, and staff response to them, is included as part of the final MTP or TIP submittal to the MTB. All comments are considered and included when and where appropriate. Follow-through demonstrating that public input was considered is sent/posted as routinely as possible.

## **Considering Traditionally Underserved Populations**

MPOs are required to provide consideration of the needs of those traditionally underserved by existing transportation systems, including but not limited to low-income and minority households, in an effort to ensure the requirements of Title VI and Environmental Justice orders have been met during the planning process.

MRMPO actively attempts to engage representatives of groups traditionally underserved in the regional transportation planning process and provide enhanced participation opportunities to encourage people who belong to underrepresented groups to share their perspectives. MRMPO staff has used or will use some of the following techniques to reach underserved populations and may try other methods to see which are most effective:

- Participate in community events to build relationships, e.g., UNM’s “Transportation Day” and the Muertos y Marigolds Parade in the South Valley.
- Prepare culturally-sensitive outreach materials and meeting plans, that includes elements such as:
  - Use of appropriate language
  - Use of graphics that appeal to target groups (e.g., a photo of a project from a local area)

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<http://www.nmag.gov/uploads/files/Publications/ComplianceGuides/Open%20Meetings%20Act%20Compliance%20Guide%202015.pdf>

- Incorporation into publications of people of diverse cultures, ages, abilities, and economic status
- Demonstration of respect for cultural sensitivities and prohibitions
- Translation of certain printed materials into Spanish and a contact person (who speaks Spanish) provided for Spanish speakers. Also, translation at meetings or for certain key documents will be offered upon request.
- Work to build MRMPO’s contacts database to include community organizations and/or businesses and individuals that represent low-income and minority populations
- Monitor/observe which groups are not participating and adjust outreach approaches to better reach those groups
- When possible, hold public meetings in communities with concentrations of environmental justice populations

MRMPO adheres to the MRCOG Title VI Plan, which guides MRCOG’s compliance with Title VI regulations. Title VI ensures that no person is excluded from participation in or denied the benefits of, or be subject to discrimination, in the receipt of MRCOG and MRMPO services or programs on the basis of race, color, national origin or any other characteristics.

### **Coordination with Statewide Transportation Planning**

MRMPO works with the New Mexico Department of Transportation’s General Office and District 3 to ensure that its planning efforts are consistent with the Statewide Transportation Plan.

### **Periodic Review of Effectiveness of Participation Efforts**

In effort to evaluate the effectiveness of MRMPO outreach efforts, benchmarks will be recorded for outreach activities undertaken by MRMPO. The benchmarks to be used in upcoming outreach efforts are included in Appendix D: Public Participation Benchmarks.

To increase participation, MRMPO works on identifying barriers and lessening or removing them where possible. These barriers are always kept in mind and occasionally revisited to help inform MRMPO’s outreach approaches. Potential barriers to public participation—as well as potential ways to address those barriers (not exhaustive)—include: lack of awareness; information not presented clearly or engaging way; perception that input does not matter; and lack of options for providing feedback and getting involved.

## V. OPPORTUNITIES TO PARTICIPATE

This section describes how the general public and stakeholders can participate in the regional long-range transportation planning process.

- **Metropolitan Transportation Board meetings:** The MTB sets policy direction, supports public involvement initiatives, and considers public feedback when making key decisions. The MTB meets once a month at the MRCOG building, on the third Friday of the month. The meetings are always open to the public, and the public can make comments at meetings. To do so, a commenter must call or email [bthomas@mrcog-nm.gov](mailto:bthomas@mrcog-nm.gov) or 505-724-3616 at least one day before the meeting or arrive at the meeting at least five minutes early so that the meeting organizer knows that time for public comment is requested. Public notification of MTB meetings is provided at least three days prior to each meeting. Anyone requiring special accommodations is requested to notify MRCOG at 505-247-1750 or email [bthomas@mrcog-nm.gov](mailto:bthomas@mrcog-nm.gov) seven days prior to the meeting. Meeting dates are posted on MRCOG's website.
- **Transportation Coordinating Committee meetings:** The TCC acts as a technical advisory body to the MTB for project and policy decisions in the AMPA. It makes recommendations to the MTB on behalf of the agencies implementing projects and participating in the regional transportation planning process (note that implementing agencies bear full responsibility for fulfilling their own public participation and environmental justice requirements for projects as outlined in the National Environmental Policy Act (NEPA)). TCC meetings are open to the public, and the public can make comments at those meetings. To do so, a commenter must call or email [bthomas@mrcog-nm.gov](mailto:bthomas@mrcog-nm.gov) or 505-724-3616 at least one day before the meeting or arrive at the meeting at least five minutes early so that the meeting organizer knows that time for public comment is requested. Public notification of TCC meetings is provided at least three days prior to each meeting. Anyone requiring special accommodations is requested to notify MRCOG at 505-247-1750 or email [bthomas@mrcog-nm.gov](mailto:bthomas@mrcog-nm.gov) seven days prior to the meeting. Meeting dates are posted on MRCOG's website.
- **Submitting comments and feedback:** MRMPO staff always accepts public comment. Comments are collected in various ways. At meetings, comment forms are often distributed, surveys are disseminated, and comments can be sent or emailed to MRMPO. To foster participation, MRMPO staff leads outreach efforts and encourages public participation by providing easily accessible information, informing affected or interested parties about ways they may participate, identifying and testing new methods

### How to Make a Public Comment

- ✓ *Send by mail to:* MRMPO, 809 Copper Avenue NW, Albuquerque, NM 87102
- ✓ *Email:* [mrcog@mrcog-nm.gov](mailto:mrcog@mrcog-nm.gov) (for general transportation comments); [mtpcomments@mrcog-nm.gov](mailto:mtpcomments@mrcog-nm.gov) (for MTP-related comments); and [tipcomments@mrcog-nm.gov](mailto:tipcomments@mrcog-nm.gov) (for TIP-related comments)
- ✓ *Phone:* (505) 247-1750; *fax:* (505) 247-1753

and approaches to increase public participation, considering and responding to public comment, and informing the MTB of public sentiment. Comments are always considered and incorporated when and where possible. Comments can be submitted anytime in writing and sent to MRMPO, 809 Copper Ave., NW, Albuquerque, NM 87102; submitted via email to [mrcog@mrcog-nm.gov](mailto:mrcog@mrcog-nm.gov) (for general transportation comments), [mtpcomments@mrcog-nm.gov](mailto:mtpcomments@mrcog-nm.gov) (for MTP-related comments), or [tipcomments@mrcog-nm.gov](mailto:tipcomments@mrcog-nm.gov) (for TIP-related comments); submitted over the phone (505) 247-1750; or submitted via fax (505) 247-1753.

- **Attending public meetings and workshops:** Attending public meetings is a good way to learn more about the planning process and specific plans and programs. They also are a good way of providing feedback and making sure your voice is heard. Meetings and workshops are publicized in the following ways: posted on the MRCOG website; announced in MRMPO's monthly e-newsletter, *Travel Times*; posted on MRMPO's Facebook page; advertised in local papers; and publicized via press release, email "blast," and mailing.



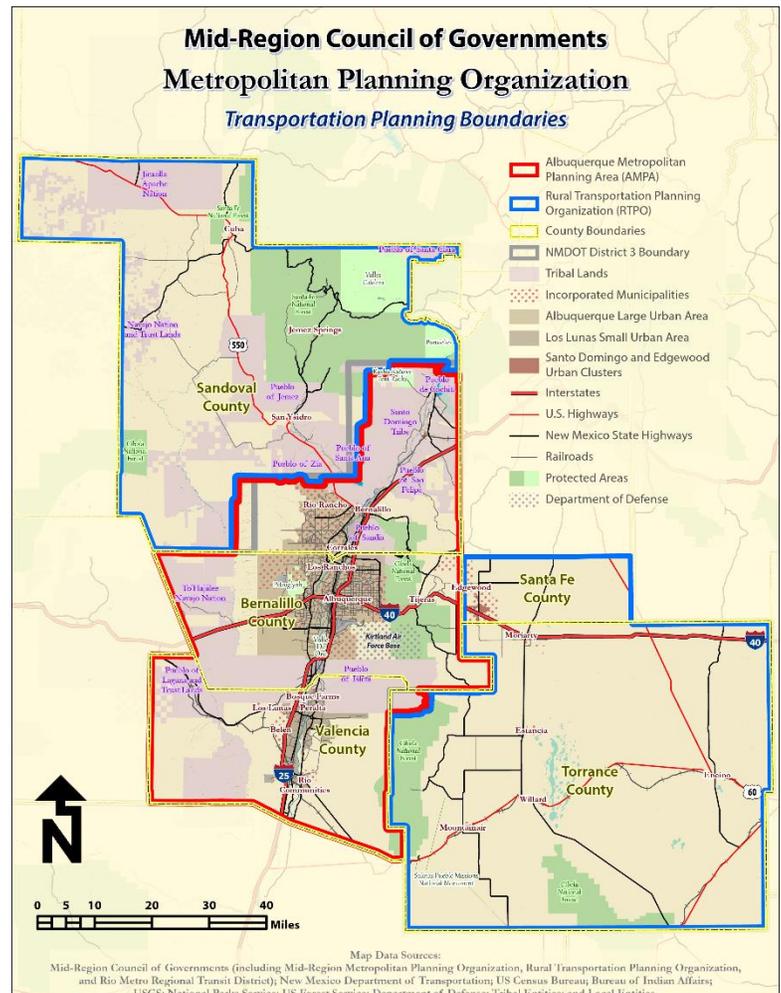
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- **Signing up for MRMPO's e-newsletter, Travel Times, following the MRMPO Facebook page, and requesting that your email address be added to the MTP contacts database** (by emailing [tcok@mrcog-nm.gov](mailto:tcok@mrcog-nm.gov) or calling 505-724-3627) all help in tracking the progress of plans and participating the planning process. The MRMPO Facebook page is found on Facebook by searching @MidRegionMPO. Information on how to go about doing all of these is provided on MRCOG's website, on the Public Participation page for the MRMPO.

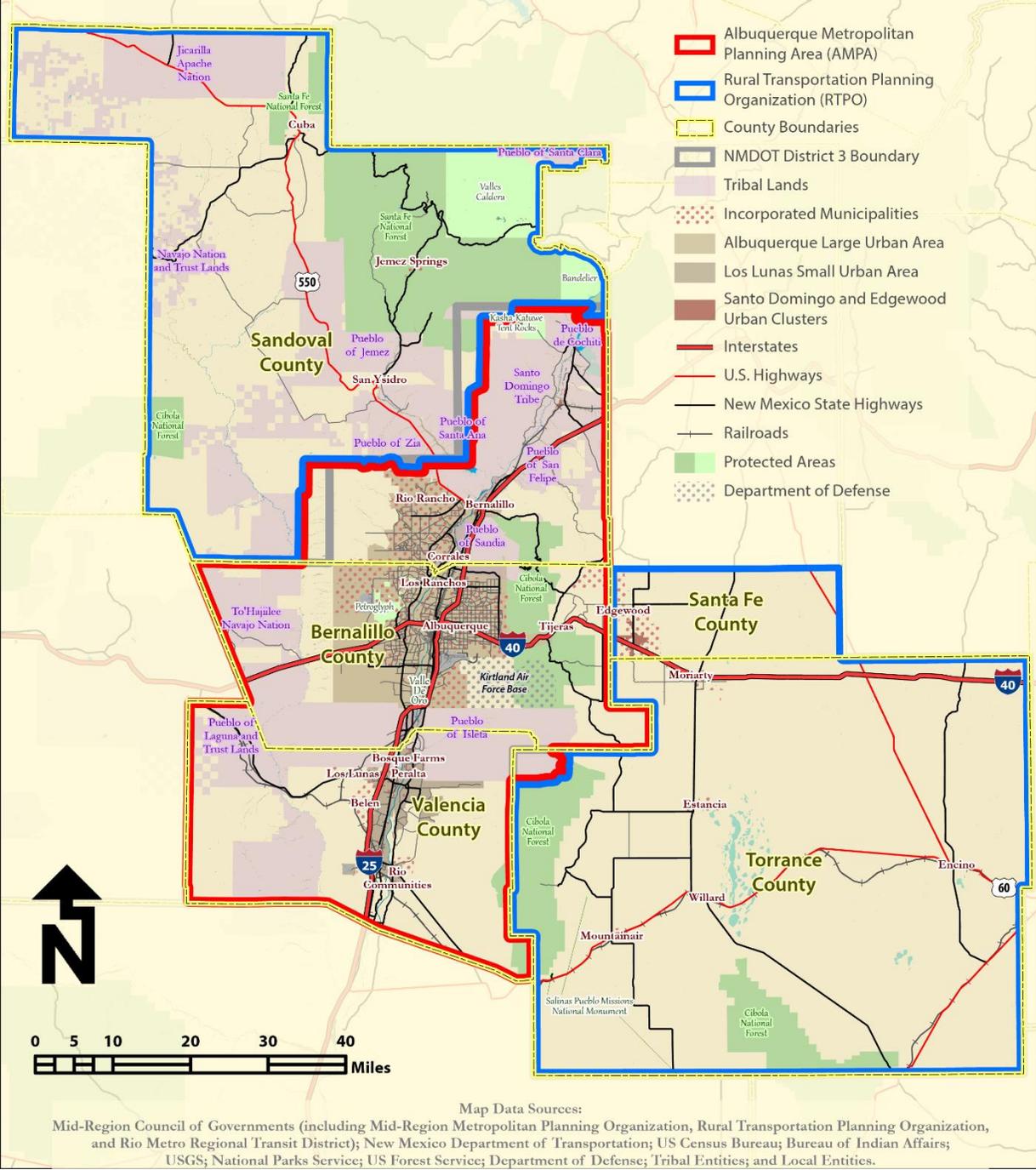
## Appendix A: Overview of the Metropolitan Planning Process

Federal law requires every urbanized area with a population over 50,000 to have a designated Metropolitan Planning Organization (MPO) to qualify for receipt of federal highway and transit funds. In urbanized areas with a population over 200,000, a Transportation Management Area (TMA) shall be designated. The Albuquerque Metropolitan Planning Area (AMPA) is the designated TMA (see a full-size map on the following page). The Mid-Region Council of Governments (MRCOG) is an association of local governments in the vicinity of Albuquerque and central New Mexico. The Mid-Region Metropolitan Planning Organization (MRMPO) is a division of the Mid-Region Council of Governments (MRCOG) and is an intergovernmental forum that provides for the discussion of local and regional transportation issues and for the development of transportation policies and programs. As the designated metropolitan planning organization (MPO), MRMPO is responsible for surface transportation planning in the AMPA. This includes developing the twenty-year Metropolitan Transportation Plan (MTP) and the short-term Transportation Improvement Program (TIP) of funded projects. To that end, MRMPO staff work with stakeholders and the public, as well as local agencies, tribal governments, the New Mexico Department of Transportation (NMDOT), local transit providers, as well as other agencies and organizations. MRMPO is committed to carrying out a continuous, cooperative and comprehensive transportation planning process (referred to as the “3C process”). The process is accomplished under the direction of the Metropolitan Transportation Board (MTB) of the Albuquerque Metropolitan Planning Area which serves as the governing body of MRMPO.



# Mid-Region Council of Governments Metropolitan Planning Organization

## Transportation Planning Boundaries



## Appendix B: Code of Federal Regulations, Title 23, Section 450.316 “Interested Parties, Participation, and Consultation”

### § 450.316 Interested parties, participation, and consultation.

(a) The MPO shall develop and use a documented participation plan that defines a process for providing individuals, affected public agencies, representatives of public transportation employees, public ports, [freight shippers](#), providers of freight transportation services, private providers of transportation (including intercity bus operators, employer-based commuting programs, such as carpool program, vanpool program, transit benefit program, parking cash-out program, shuttle program, or telework program), representatives of [users of public transportation](#), representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled, and other interested parties with reasonable opportunities to be involved in the metropolitan transportation planning process.

(1) The MPO shall develop the participation plan in [consultation](#) with all interested parties and shall, at a minimum, describe explicit procedures, strategies, and desired outcomes for:

(i) Providing adequate public notice of public participation activities and time for public review and comment at key decision points, including a reasonable opportunity to comment on the proposed [metropolitan transportation plan](#) and the TIP;

(ii) Providing timely notice and reasonable access to information about transportation issues and processes;

(iii) Employing [visualization techniques](#) to describe [metropolitan transportation plans](#) and TIPs;

(iv) Making public information (technical information and meeting notices) available in electronically accessible formats and means, such as the World Wide Web;

(v) Holding any public meetings at convenient and accessible locations and times;

(vi) Demonstrating explicit [consideration](#) and response to public input received during the development of the [metropolitan transportation plan](#) and the TIP;

(vii) Seeking out and considering the needs of those traditionally underserved by existing transportation systems, such as low-income and minority households, who may face challenges accessing employment and other services;

(viii) Providing an additional opportunity for public comment, if the final [metropolitan transportation plan](#) or TIP differs significantly from the version that was made available for public comment by the MPO and raises new material issues that interested parties could not reasonably have foreseen from the public involvement efforts;

(ix) Coordinating with the statewide transportation planning public involvement and [consultation](#) processes under [subpart B](#) of this part; and

(x) Periodically reviewing the effectiveness of the procedures and strategies contained in the participation plan to ensure a full and open participation process.

(2) When significant written and oral comments are received on the draft [metropolitan transportation plan](#) and TIP (including the financial plans) as a result of the participation process in this section or the interagency [consultation](#) process

required under the EPA transportation [conformity](#) regulations ( [40 CFR part 93](#), subpart A), a summary, analysis, and report on the disposition of comments shall be made as part of the final [metropolitan transportation plan](#) and TIP.

**(3)** A minimum public comment period of 45 calendar days shall be provided before the initial or revised participation plan is adopted by the MPO. Copies of the approved participation plan shall be provided to the FHWA and the FTA for informational purposes and shall be posted on the World Wide Web, to the maximum extent practicable.

**(b)** In developing [metropolitan transportation plans](#) and TIPs, the MPO should consult with agencies and officials responsible for other planning activities within the MPA that are affected by transportation (including [State](#) and local planned growth, economic development, tourism, natural disaster risk reduction, environmental protection, airport operations, or freight movements) or coordinate its planning process (to the maximum extent practicable) with such planning activities. In addition, the MPO(s) shall develop the [metropolitan transportation plans](#) and TIPs with due [consideration](#) of other related planning activities within the metropolitan area, and the process shall provide for the design and delivery of transportation services within the area that are provided by:

**(1)** Recipients of assistance under title [49 U.S.C. Chapter 53](#);

**(2)** Governmental agencies and non-profit organizations (including representatives of the agencies and organizations) that receive Federal assistance from a source other than the U.S. Department of Transportation to provide non-emergency transportation services; and

**(3)** Recipients of assistance under [23 U.S.C. 201- 204](#).

**(c)** When the MPA includes Indian Tribal lands, the MPO(s) shall appropriately involve the Indian Tribal government(s) in the development of the [metropolitan transportation plan](#) and the TIP.

**(d)** When the MPA includes Federal public lands, the MPO(s) shall appropriately involve the Federal land management agencies in the development of the [metropolitan transportation plan](#) and the TIP.

**(e)** MPOs shall, to the extent practicable, develop a documented process(es) that outlines roles, responsibilities, and key decision points for consulting with other governments and agencies, as defined in paragraphs (b), (c), and (d) of this section, which may be included in the agreement(s) developed under [§ 450.314](#).

## Appendix C: MRMPO Committees

As shown in the organization chart to the right, there are several committees that either directly or indirectly report to the MTB. These committees are described below. The MTB and TCC meetings are open to the public. Other committees listed are interagency committees.

**Metropolitan Transportation Board (MTB)** – The MTB is the policy making body of MRMPO and is responsible for all transportation policy decisions and planning products of the MPO. Elected officials from the local jurisdictions serve on the MTB.

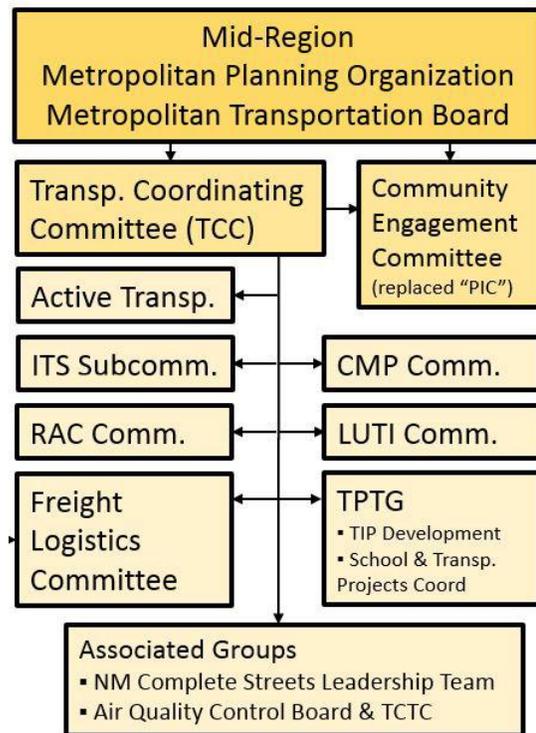
**Transportation Coordinating Committee (TCC)** - This committee provides technical advice to the Metropolitan Transportation Board. The committee reviews items that are scheduled to come before the board and provides recommendations from a technical viewpoint. The TCC membership is composed of technical, staff-level representatives from each of the local member agencies and the New Mexico Department of Transportation. The TCC has four standing committees. They are the Transportation Program Technical Group (TPTG), the Intelligent Transportation Systems (ITS) Subcommittee, the Congestion Management Process (CMP) Committee, and the Roadway Access Committee (RAC).

The **Transportation Program Technical Group (TPTG)** is a working group that provides advice to the Transportation Coordinating Committee (TCC) regarding the Transportation Improvement Program (TIP) and the long range system maps for the urban area. The TPTG uses a set of evaluation criteria to develop the draft Transportation Improvement Program prior to its release for public review and comment. The TPTG also reviews and makes recommendations on quarterly TIP amendments and comments on proposals to amend the long-range transportation system maps when the maps are updated. The TPTG membership is drawn from technical staff from the various local agencies and the New Mexico Department of Transportation.

The **Intelligent Transportation Systems (ITS) Subcommittee** coordinates ITS stakeholder activity and makes recommendations to the Transportation Coordinating Committee (TCC). The TCC then makes recommendations to the Metropolitan Transportation Board. ITS Subcommittee meetings are **inter-agency** meetings between federal, state, and local stakeholders.

The **Congestion Management Process (CMP) Committee** works on congestion management activities including the development of and revisions to the Project Prioritization Process that is used to evaluate projects for inclusion in the Transportation Improvement Program. The Congestion Management Process is a federally mandated process that helps planners identify congested travel corridors and recommends strategies to increase transportation efficiency and provide additional options for the traveling public.

The **Land Use and Transportation Integration Committee (LUTI)** is comprised of transportation and land use planning and development professionals. Members of the committee work to advance coordinated land use and transportation planning in the region.



The **Active Transportation Committee** provides advice and recommendations on ways to improve the health and safety of people walking, biking, and using transit, including people with special needs.

The **School & Transportation Projects Coordination Committee** provides a “clearinghouse” for discussion of proposed transportation projects and school construction projects to enable early coordination of design efforts related to vehicular, pedestrian, bicycle and transit elements impacted by proposed school facility projects and school property impacted by proposed transportation projects.

The **Freight Committee** provides advice and recommendations on efforts to coordinate regional freight planning and development to ensure that freight activity across the region is safe, efficient, and effective in supporting economic activity.

The **Roadway Access Committee (RAC)** provides recommendations to the TCC on the AMPA’s roadway access policies and procedures including permitted access locations, types of access that may be allowed, and the procedures used to modify access on roadways designated as limited access facilities. The RAC is comprised of member agency staff from the region.

## Appendix D: Public Participation Benchmarks

| OUTREACH ACTIVITY  | BENCHMARK |
|--|-----------|
| Number of attendees at public kickoff meeting for MTP                              |           |
| Number of community events attended during MTP outreach                            |           |
| Number of other groups' and organizations' meetings attended                       |           |
| Number of survey responses collected   |           |
| Number of different zip codes of survey respondents                                |           |
| Number of map comments/edits made to interactive map                               |           |
| Number of MTP initial draft commenters   |           |
| Number of MTP final draft commenters   |           |
| Number of new Facebook followers   |           |
| Number of new Twitter followers  |           |
| New techniques tried (number and describe)   |           |
| Outreach efforts performed aimed at underrepresented groups (number and describe)  |           |
| Number of pop-up meetings hosted   |           |
| Number of presentations given at Tribal locations                                  |           |
| Number of presentations given to groups representing low-income or minority groups |           |
| Number of TIP comments received  |           |
| Number of TIP meetings held  |           |

## **Appendix E: Abbreviations Used in this Document**

23 CFR 450: Title 23 Part 450 of the Code of Federal Regulations

ADA: Americans with Disabilities Act

AMPA: Albuquerque Metropolitan Planning Area

FAST Act: Fixing America's Surface Transportation Act

MPA: Metropolitan Planning Area

MPO: Metropolitan Planning Organization

MRCOG: Mid-Region Council of Governments

MRMPO: Mid-Region Metropolitan Planning Organization

MTB: Metropolitan Transportation Board

MTP: Metropolitan Transportation Plan

NEPA: National Environmental Policy Act

PPP: Public Participation Procedures

TCC: Transportation Coordinating Committee

TIP: Transportation Improvement Program

TMA: Transportation Management Area



*Appendix B*  
**RTPO Public Participation Plan**



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# Public Participation Plan

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## Public Participation Plan (PPP)

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The Mid-Region Rural Transportation Planning Organization (MRRTPO) Public Participation Plan (PPP) describes how MRRTPO communicates and distributes information to the public as well as how the public can interact and provide comments to MRRTPO. The needs of those traditionally underserved by the existing system will be sought and considered by MRRTPO.

Through its public involvement efforts, MRRTPO will strive to achieve the following Title VI:

- 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.

Title VI states that no person shall, on the ground of race, color or national origin, be excluded from participation in, denied benefits of or be subjected to discrimination under any program or activity receiving federal financial assistance. MRRTPO will ensure that the input and feedback from all people will be considered in the development of RTPO planning documents and activities.

The following actions relating to Title VI are meant to reduce the barriers for participation in the decision-making process by low income, minority or disabled individuals.

1. When possible, public meetings will be held in locations that are accessible to disabled populations. Such locations include local government offices, community centers, senior centers and schools. Where possible, MRRTPO staff will meet at the locations of businesses, neighborhood groups, stakeholders and other agencies.
2. Upon request, all MRRTPO work products and documents will be made available in alternative formats, including Braille, large type and languages other than English.
3. The following statement will be included in appropriate documents:
4. The Mid-Region Council of Governments fully complies with Title VI of the Civil Rights Act of 1964 and related statutes and regulations in all programs and activities. For more information or to obtain a Title VI Complaint Form, please contact the MRCOG Title VI Coordinator, Thaddeus Lucero at (505) 247-1750-tel., (505) 247-1753-fax or email [mrcog@mrcog-nm.gov](mailto:mrcog@mrcog-nm.gov) or visit our website at [www.mrcog-nm.gov](http://www.mrcog-nm.gov).

Section VI of this plan describes the procedures on how members of the public can request additional information regarding the *MRRTPO* Title VI obligation. This section also identifies the procedures to be followed by members of the public to file a discrimination complaint against the *MRRTPO*.



5. The following statement will be included in all meeting announcements:

*Anyone requiring special accommodations is requested to please notify the MRCOG office at 247-1750 at least seven (7) days prior to the meeting.*

## **Communication and Notification to the Public**

MRRTPO informs the public about its meetings and opportunities for comment as well as milestones and outcomes of the meetings. The MRRTPO website hosts working drafts of the Regional Transportation Plan (RTP) and other documents as appropriate and solicits comments from the public and stakeholders on the website via [RTPComments@mrcog-nm.gov](mailto:RTPComments@mrcog-nm.gov).

Public Meetings provide formal public input on issues and business of regional interest. In accordance with state law, MRRTPO publishes notices advertising public meetings in the local newspaper and on its website. MRRTPO may also issue news releases and highlight events on its website to promote participation at public meetings. Public meeting notices are published a minimum of 72 hours in advance, with the agenda items or topics for discussion. Public meeting notices include statements that MRRTPO will reasonably accommodate people with disabilities or limited English proficiency.

MRRTPO receives comment from stakeholders and the general public in multiple formats, including testimony, postal mail, email, voice mail, fax and on forms provided for written or website comments. Guidelines for the content of accessible notices soliciting formal public comment are included under "Public Notices."

The MRRTPO will disseminate agenda and public meeting information to members of the public via accessible printed and electronic media, including postings on the MRRTPO website and in the Albuquerque Journal. Documents and agendas will be available at the MRCOG office at 809 Copper NW Albuquerque, NM 87102.

MRRTPO Committee Meetings are always open to the public and encourage stakeholders to provide public comments and observe the way it conducts its business. Committee meetings are listed on the MRCOG website and advertised in the Albuquerque Journal. They are held at the MRCOG building located at 809 Copper Avenue NW, Albuquerque, NM, 87102. The building is ADA compliant and is accessible via several major transit routes.

## **Organization and Staff Responsibilities**

The Mid-Region Council of Governments (MRCOG) is an organization with several different departments and is governed by the MRCOG Board of Directors. The New Mexico Department of Transportation (NMDOT) contracts with MRCOG to provide transportation planning services to the non-metropolitan portion of the MRCOG region. The nonmetropolitan portion of the region is known as the Mid-Region Rural Transportation Planning Organization (MRRTPO). MRRTPO is a voluntary association of local governments and the New Mexico Department of Transportation (NMDOT) that provides a forum for members to meet, plan and work together on issues related to transportation in the middle Rio Grande



region. It is made up of municipalities, counties and pueblos in the non-metropolitan portion of the region and acts as the state-required Regional Planning Organization for the area (Torrance, northwest Sandoval and southern Santa Fe Counties). Its membership consists of elected officials and their designated alternates. Federal and state agencies with a responsibility for transportation planning and programs in the region are also represented on this committee in an advisory, non-voting capacity.

### *MRRTPO Staff*

- Provide easily accessible information
- Identify parties likely to be affected by or interested in a MRRTPO decision
- Informing affected or interested parties about ways that they may participate
- Identifying opportunities to increase public participation
- Implementing public participation strategies
- Responding to public comment
- Informing the MRRTPO of public sentiment.

### *Education and Outreach Meetings*

MRRTPO implements a variety of face-to-face and interactive opportunities to ensure meaningful public participation and promote full understanding of MRRTPO initiatives. Education and outreach meetings provide information and may solicit input.

MRRTPO records public responses or additional questions/concerns for later use by staff or the MRRTPO Committee.

- Civic and Community Meetings – MRRTPO provides updates to city councils and other elected bodies and speakers on topics of interest to groups hosting meetings in the region. MRRTPO representatives establish relationships with host organizations and may attend the organization’s meetings and events.
- Social Media – MRRTPO staff uses social media to engage the public in its planning products.



*Appendix C*  
**Complaint  
Form**

**Exhibit A**

**Sample Title VI Complaint Form (posted in MRMPO/RTPO Website and available from the MRMPO/RTPO Title VI Coordinator)**

**Contact Information**

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**Discrimination Complaint**

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Nature of Discrimination Complaint: \_\_\_\_\_

Date of Alleged Incident: \_\_\_\_\_

You were discriminated because of:  Race  Color  National Origin  Other

**Explain as briefly and clearly as possible what happened, where it happened and how you were discriminated against. Indicate who was involved. Be sure to include how other persons were treated differently than you. Also attach any written material pertaining to your case:**

Signature: \_\_\_\_\_

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

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Mid Region Council of Governments  
809 Copper NW, Albuquerque, NM 87102  
Phone: 505-247-1750 | Fax: 505-247-1753 | [www.MRMPO/RTPO-nm.gov](http://www.MRMPO/RTPO-nm.gov)

**Exhibit B**  
**Sample of Letter Acknowledging Receipt of**  
**Complaint**

Today's Date

Ms. Jo Doe  
1234 Main St.  
Any City, NM 88888

Dear Ms. Doe:

This letter is to acknowledge receipt of your complaint against Mid Region Council of Governments alleging

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An investigation will begin immediately. If you have additional information you wish to convey or questions concerning this matter, please feel free to contact this office by writing to the Mid Region Council of Governments, 809 Copper NW, Albuquerque, NM 87102.

Sincerely,

Sandra Gaiser, Title VI Coordinator  
Mid Region Council of Governments  
809 Copper NW  
Albuquerque, NM 87102

**Exhibit C**  
**Sample of Written Response - Complaint Not Substantiated**

Today's Date

Ms. Jo Doe  
1234 Main St.  
Anywhere, NM 88888

Dear Ms. Doe,

The matter referenced in your complaint of \_\_\_\_\_(date) against the Mid Region Council of Governments (MRMPO/RTPO) alleging \_\_\_\_\_ has been investigated.

The results of the investigation did not indicate that the provisions of Title VI of the Civil Rights Act of 1964 had in fact been violated. As you know, Title VI prohibits discrimination based on race, color, or national origin in any program receiving federal assistance.

The MRMPO/RTPO has analyzed the materials and facts pertaining to your case for evidence of the district's failure to comply with any part of the civil rights law. There was no evidence that any part of the law had been violated. I, therefore, advise you that your complaint has not been substantiated and that I am closing this matter in our files.

You have the right to 1) appeal to the MRMPO/RTPO within seven (7) business days of receipt of this final written decision, and 2) file a complaint externally within 180 days from the date of the alleged discrimination with the Federal Transit Administration (FTA) of the U.S. Department of Transportation at:

Federal Transit Administration, Office of Civil Rights  
Attention: Title VI Program Coordinator  
East Building, Fifth Floor – TRC  
1200 New Jersey Ave., SE  
Washington, D.C. 20590

Thank you for taking the time to contact us. If I can be of assistance to you in the future, please do not hesitate to contact me.

Sincerely,

Sandra Gaiser, Title VI Coordinator  
Mid Region Council of Governments  
809 Copper NW  
Albuquerque, NM 87102

**Exhibit D**  
**Sample of Written Response - Complaint Substantiated**

Today's Date

Ms. Jo Doe  
1234 Main St.  
Anywhere, NM 88888

Dear Ms. Doe,

The matter referenced in your complaint of \_\_\_\_\_ (date) against the Mid Region Council of Governments (MRMPO/RTPO) alleging \_\_\_\_\_ has been investigated.

Apparent violation (s) of Title VI of the Civil Rights Act of 1964, including those mentioned in your letter, was/were identified. Efforts are underway to correct any and all deficiencies.

Thank you for calling this important matter to our attention. You were extremely helpful during our review of the program. You may be hearing from our office, or from federal authorities, if your services should be needed during the administrative hearing process if required.

Sincerely,

Sandra Gaiser, Title VI Coordinator  
Mid Region Council of Governments  
809 Copper NW  
Albuquerque, NM 87102

**Exhibit E****Sample of Public Notification (posted in MRMPO/RTPO reception area, meeting rooms and public areas, including the MRMPO/RTPO website)**

The Mid Region Council of Governments (MRMPO/RTPO) is committed to ensuring that no person is excluded from participation in, or denied the benefits of, or be subject to discrimination in the receipt of its services or programs on the basis of race, color, national origin or any other characteristics protected by law, including Title VI of the Civil Rights Act of 1964, as amended. Further, under the Americans with Disability Act (ADA) of 1990, no entity shall discriminate against an individual with a physical or mental disability in connection with the provision of transportation service. To obtain more information on the MRMPO/RTPO's nondiscrimination obligations or Title VI complaint procedure, please contact:

Sandra Gaiser, Title VI Coordinator  
Mid Region Council of Governments  
809 Copper NW, Albuquerque, NM 87102  
505-247-1750

For more information, visit our website at [www.MRMPO/RTPO-nm.gov](http://www.MRMPO/RTPO-nm.gov)

**Exhibit F****Sample of Employee Title VI Notification (posted on MRMPO/RTPO's employee bulletin boards and public areas, also referenced in the MRMPO/RTPO Personal Policies)**

The Mid Region Council of Governments (MRMPO/RTPO) is committed to ensuring that no person is excluded from participation in, or denied the benefits of, or be subject to discrimination in the receipt of its services or programs on the basis of race, color, national origin or any other characteristics protected by law, including Title VI of the Civil Rights Act of 1964, as amended. Further, under the Americans with Disability Act (ADA) of 1990, no entity shall discriminate against an individual with a physical or mental disability in connection with the provision of transportation service. If you feel you are being discriminated against at the workplace, you may contact your supervisor or the Human Resources Manager for more information about the Title VI Program and the complaint process.

All employees are expected to consider, respect, and observe this policy in their daily work and duties. If a customer approaches you with a question or complaint about disparate treatment, direct him or her to Title VI Coordinator, who can provide a copy of the Title VI Program and a Title VI Discrimination Complaint form.

For more information, visit our website at [www.MRMPO/RTPO-nm.gov](http://www.MRMPO/RTPO-nm.gov)



*Appendix D*  
**LEP Demographic Data**

**Exhibit G –Limited English Proficiency by Census Tract**

**Estimates of the Number of People Who Speak English Less than “Very Well” (LEP Individuals)**

**American Community Survey 2013-2017, Table B16001**

Note: Census tracts are in sorted in order of the highest percentage of LEP individuals. Tracts with a percentage of LEP individuals higher than the overall planning area average (>8.4%) are highlighted.

| <u>County</u> | <u>Census Tract</u> | <u>Population</u> | <u>Spanish</u> | <u>French, Haitian, or Cajun</u> | <u>German or Other West Germanic language</u> | <u>Russian, Polish, or Other Slavic language</u> | <u>Other Indo-European language</u> | <u>Korean</u> | <u>Chinese (incl. Mandarin &amp; Cantonese)</u> | <u>Vietnamese</u> | <u>Tagalog (incl. Filipino)</u> | <u>Other Asian and Pacific Island language</u> | <u>Arabic</u> | <u>Other and unspecified lang.</u> | <u>Total LEP Pop.</u> | <u>% LEP</u> |
|---------------|---------------------|-------------------|----------------|----------------------------------|---|--|-------------------------------------|---------------|---|-------------------|---------------------------------|--|---------------|------------------------------------|-----------------------|--------------|
| Bernalillo    | 47.36               | 1318              | 463            | 0                                | 0   | 0  | 0                                   | 0             | 0   | 0                 | 0                               | 0  | 0             | 0                                  | 463                   | 35.1         |
| Bernalillo    | 47.34               | 6617              | 2163           | 0                                | 0   | 0  | 0                                   | 0             | 0   | 0                 | 0                               | 0  | 0             | 0                                  | 2163                  | 32.7         |
| Santa Fe      | 12.05               | 4971              | 1512           | 0                                | 0   | 0  | 0                                   | 0             | 0   | 0                 | 0                               | 0  | 0             | 0                                  | 1512                  | 30.4         |
| Bernalillo    | 47.35               | 1987              | 583            | 0                                | 0   | 0  | 0                                   | 0             | 0   | 0                 | 0                               | 0  | 0             | 4                                  | 587                   | 29.5         |
| Bernalillo    | 40.01               | 5248              | 1451           | 0                                | 0   | 0  | 0                                   | 0             | 0   | 0                 | 0                               | 0  | 0             | 7                                  | 1458                  | 27.8         |
| Santa Fe      | 12.03               | 2567              | 704            | 0                                | 0   | 0  | 0                                   | 0             | 0   | 0                 | 0                               | 0  | 0             | 0                                  | 704                   | 27.4         |
| Bernalillo    | 6.03                | 4815              | 1077           | 8                                | 0   | 0  | 8                                   | 0             | 0   | 0                 | 5                               | 33   | 0             | 114                                | 1245                  | 25.9         |
| Bernalillo    | 45.02               | 3818              | 941            | 0                                | 0   | 0  | 18                                  | 0             | 20  | 0                 | 0                               | 0  | 0             | 0                                  | 979                   | 25.6         |
| Bernalillo    | 43                  | 5051              | 1135           | 0                                | 9   | 0  | 0                                   | 0             | 0   | 0                 | 0                               | 0  | 0             | 32                                 | 1176                  | 23.3         |
| Valencia      | 97.01.01            | 3926              | 894            | 0                                | 0   | 0  | 0                                   | 0             | 0   | 0                 | 0                               | 0  | 0             | 0                                  | 894                   | 22.8         |
| Bernalillo    | 13                  | 4086              | 902            | 0                                | 0   | 0  | 0                                   | 0             | 0   | 0                 | 0                               | 0  | 0             | 19                                 | 921                   | 22.5         |
| Bernalillo    | 45.01               | 3133              | 706            | 0                                | 0   | 0  | 0                                   | 0             | 0   | 0                 | 0                               | 0  | 0             | 0                                  | 706                   | 22.5         |
| Valencia      | 97.03.01            | 6779              | 1524           | 0                                | 0   | 0  | 0                                   | 0             | 0   | 0                 | 0                               | 0  | 0             | 0                                  | 1524                  | 22.5         |
| Santa Fe      | 13.02               | 2335              | 492            | 8                                | 4   | 0  | 0                                   | 0             | 0   | 0                 | 0                               | 0  | 0             | 0                                  | 504                   | 21.6         |
| Bernalillo    | 6.04                | 4003              | 822            | 0                                | 0   | 0  | 0                                   | 0             | 0   | 0                 | 21                              | 0  | 0             | 11                                 | 854                   | 21.3         |
| Bernalillo    | 9.01                | 6111              | 1082           | 0                                | 0   | 0  | 117                                 | 29            | 12  | 14                | 11                              | 0  | 0             | 0                                  | 1265                  | 20.7         |
| Bernalillo    | 7.07                | 6184              | 1255           | 13                               | 0   | 0  | 3                                   | 0             | 0   | 0                 | 0                               | 0  | 0             | 0                                  | 1271                  | 20.6         |
| Bernalillo    | 47.15               | 4693              | 902            | 0                                | 0   | 20   | 0                                   | 0             | 0   | 0                 | 0                               | 0  | 0             | 0                                  | 922                   | 19.6         |
| Bernalillo    | 47.13               | 6420              | 1227           | 0                                | 0   | 0  | 0                                   | 0             | 0   | 0                 | 0                               | 0  | 23            | 0                                  | 1250                  | 19.5         |
| Bernalillo    | 7.14                | 4360              | 267            | 0                                | 0   | 25   | 0                                   | 0             | 69  | 462               | 0                               | 25   | 0             | 0                                  | 848                   | 19.4         |
| Bernalillo    | 44.01               | 3242              | 601            | 0                                | 0   | 0  | 0                                   | 0             | 0   | 0                 | 0                               | 0  | 0             | 0                                  | 601                   | 18.5         |
| Bernalillo    | 47.39               | 6477              | 997            | 0                                | 0   | 0  | 0                                   | 0             | 0   | 22                | 0                               | 12   | 0             | 124                                | 1155                  | 17.8         |
| Bernalillo    | 47.38               | 5139              | 829            | 0                                | 0   | 0  | 29                                  | 0             | 19  | 0                 | 0                               | 0  | 0             | 0                                  | 877                   | 17.1         |
| Bernalillo    | 9.04                | 3920              | 470            | 0                                | 0   | 0  | 0                                   | 0             | 0   | 122               | 0                               | 57   | 0             | 0                                  | 649                   | 16.6         |
| Bernalillo    | 47.33               | 6432              | 1050           | 0                                | 0   | 0  | 0                                   | 0             | 0   | 0                 | 0                               | 0  | 0             | 0                                  | 1050                  | 16.3         |
| Bernalillo    | 34                  | 3862              | 612            | 0                                | 0   | 0  | 0                                   | 0             | 0   | 0                 | 0                               | 0  | 0             | 8                                  | 620                   | 16.1         |
| Bernalillo    | 44.02               | 4137              | 618            | 0                                | 0   | 0  | 0                                   | 0             | 0   | 0                 | 0                               | 26   | 0             | 2                                  | 646                   | 15.6         |
| Bernalillo    | 20                  | 2012              | 235            | 0                                | 0   | 0  | 0                                   | 0             | 0   | 0                 | 0                               | 0  | 62            | 11                                 | 308                   | 15.3         |



|                 |         |               |              |          |           |           |          |           |          |          |           |          |          |           |              |            |
|-----------------|---------|---------------|--------------|----------|-----------|-----------|----------|-----------|----------|----------|-----------|----------|----------|-----------|--------------|------------|
| Bernalillo      | 23      | 7935          | 1189         | 0        | 0         | 0         | 0        | 0         | 0        | 0        | 0         | 0        | 0        | 0         | 1189         | 15.0       |
| Bernalillo      | 47.12   | 6720          | 967          | 18       | 0         | 0         | 0        | 0         | 0        | 0        | 0         | 0        | 0        | 0         | 985          | 14.7       |
| Bernalillo      | 12      | 6420          | 653          | 13       | 0         | 0         | 82       | 0         | 28       | 59       | 0         | 0        | 44       | 15        | 894          | 13.9       |
| Bernalillo      | 15      | 2103          | 246          | 0        | 0         | 0         | 41       | 0         | 0        | 0        | 0         | 0        | 0        | 0         | 287          | 13.6       |
| Sandoval        | 94.05   | 3999          | 540          | 0        | 0         | 0         | 0        | 0         | 0        | 0        | 0         | 0        | 0        | 3         | 543          | 13.6       |
| Bernalillo      | 47.4    | 6845          | 875          | 0        | 0         | 0         | 0        | 0         | 0        | 0        | 0         | 47       | 0        | 0         | 922          | 13.5       |
| Bernalillo      | 29      | 4007          | 511          | 0        | 0         | 0         | 0        | 0         | 0        | 0        | 0         | 0        | 0        | 0         | 511          | 12.8       |
| Bernalillo      | 24.02   | 7012          | 855          | 0        | 0         | 0         | 0        | 0         | 0        | 0        | 0         | 0        | 0        | 35        | 890          | 12.7       |
| Bernalillo      | 47.41   | 6880          | 770          | 0        | 0         | 0         | 0        | 0         | 41       | 0        | 0         | 0        | 0        | 57        | 868          | 12.6       |
| Valencia        | 97.11   | 1218          | 153          | 0        | 0         | 0         | 0        | 0         | 0        | 0        | 0         | 0        | 0        | 0         | 153          | 12.6       |
| Bernalillo      | 46.03   | 3483          | 429          | 0        | 0         | 0         | 0        | 0         | 0        | 0        | 0         | 0        | 0        | 0         | 429          | 12.3       |
| Sandoval        | 94.07   | 3812          | 23           | 0        | 0         | 0         | 0        | 0         | 0        | 0        | 0         | 0        | 0        | 442       | 465          | 12.2       |
| Bernalillo      | 46.04   | 5628          | 658          | 0        | 0         | 0         | 0        | 0         | 0        | 20       | 0         | 0        | 0        | 0         | 678          | 12.0       |
| Bernalillo      | 11.02   | 2896          | 322          | 0        | 0         | 0         | 0        | 0         | 0        | 0        | 0         | 16       | 0        | 0         | 338          | 11.7       |
| Bernalillo      | 24.01   | 4677          | 536          | 0        | 0         | 0         | 0        | 0         | 7        | 0        | 0         | 0        | 0        | 0         | 543          | 11.6       |
| Bernalillo      | 2.05    | 2884          | 319          | 0        | 0         | 0         | 0        | 8         | 0        | 0        | 0         | 0        | 0        | 0         | 327          | 11.3       |
| Bernalillo      | 25      | 2656          | 294          | 0        | 0         | 0         | 0        | 0         | 0        | 0        | 0         | 0        | 0        | 0         | 294          | 11.1       |
| Bernalillo      | 32.01   | 2588          | 277          | 0        | 0         | 0         | 0        | 0         | 0        | 0        | 0         | 0        | 0        | 0         | 277          | 10.7       |
| Sandoval        | 94.06   | 1878          | 0            | 0        | 0         | 0         | 0        | 0         | 0        | 0        | 0         | 0        | 0        | 189       | 189          | 10.1       |
| Bernalillo      | 47.43   | 3819          | 191          | 18       | 0         | 0         | 55       | 0         | 0        | 24       | 0         | 23       | 0        | 66        | 377          | 9.9        |
| Sandoval        | 10.5.03 | 3078          | 224          | 0        | 0         | 78        | 0        | 0         | 0        | 0        | 0         | 0        | 0        | 0         | 302          | 9.8        |
| Bernalillo      | 37.36   | 2005          | 149          | 0        | 0         | 0         | 41       | 0         | 0        | 0        | 0         | 0        | 0        | 0         | 190          | 9.5        |
| Sandoval        | 10.9    | 1796          | 170          | 0        | 0         | 0         | 0        | 0         | 0        | 0        | 0         | 0        | 0        | 0         | 170          | 9.5        |
| Sandoval        | 94.09   | 2286          | 50           | 0        | 0         | 0         | 0        | 0         | 0        | 0        | 0         | 0        | 0        | 165       | 215          | 9.4        |
| Bernalillo      | 94.06   | 10841         | 734          | 0        | 0         | 0         | 13       | 0         | 0        | 72       | 0         | 18       | 0        | 161       | 998          | 9.2        |
| Torrance        | 96.36   | 5741          | 527          | 0        | 0         | 0         | 0        | 0         | 0        | 0        | 0         | 0        | 0        | 0         | 527          | 9.2        |
| Bernalillo      | 32.02   | 5364          | 447          | 14       | 0         | 0         | 0        | 0         | 0        | 0        | 0         | 0        | 0        | 15        | 476          | 8.9        |
| <b>Sandoval</b> |         | <b>119848</b> | <b>10170</b> | <b>8</b> | <b>76</b> | <b>85</b> | <b>0</b> | <b>24</b> | <b>0</b> | <b>0</b> | <b>42</b> | <b>0</b> | <b>0</b> | <b>93</b> | <b>10498</b> | <b>8.8</b> |
| Bernalillo      | 9.03    | 5222          | 312          | 0        | 0         | 0         | 0        | 0         | 13       | 107      | 0         | 0        | 0        | 16        | 448          | 8.6        |
| Bernalillo      | 7.12    | 3831          | 245          | 0        | 8         | 0         | 0        | 0         | 0        | 10       | 5         | 19       | 6        | 26        | 319          | 8.3        |
| Valencia        | 97.13   | 1929          | 151          | 0        | 0         | 0         | 0        | 0         | 0        | 0        | 0         | 0        | 0        | 8         | 159          | 8.2        |
| Bernalillo      | 1.08    | 2956          | 35           | 188      | 7         | 0         | 12       | 0         | 0        | 0        | 0         | 0        | 0        | 0         | 242          | 8.2        |
| Bernalillo      | 37.26   | 2388          | 106          | 0        | 0         | 0         | 68       | 0         | 21       | 0        | 0         | 0        | 0        | 0         | 195          | 8.2        |
| Bernalillo      | 47.5    | 6049          | 424          | 0        | 0         | 0         | 0        | 0         | 0        | 0        | 0         | 0        | 67       | 0         | 491          | 8.1        |
| Bernalillo      | 5.01    | 2853          | 181          | 0        | 0         | 0         | 0        | 0         | 0        | 0        | 0         | 0        | 0        | 50        | 231          | 8.1        |
| <b>Valencia</b> |         | <b>71357</b>  | <b>5500</b>  | <b>0</b> | <b>43</b> | <b>71</b> | <b>0</b> | <b>24</b> | <b>0</b> | <b>0</b> | <b>42</b> | <b>0</b> | <b>0</b> | <b>84</b> | <b>5764</b>  | <b>8.1</b> |
| Bernalillo      | 1.29    | 4141          | 74           | 0        | 0         | 0         | 0        | 0         | 0        | 260      | 0         | 0        | 0        | 0         | 334          | 8.1        |
| Bernalillo      | 46.02   | 4203          | 338          | 0        | 0         | 0         | 0        | 0         | 0        | 0        | 0         | 0        | 0        | 0         | 338          | 8.0        |
| Valencia        | 97      | 4731          | 359          | 0        | 9         | 0         | 0        | 0         | 0        | 0        | 5         | 0        | 0        | 3         | 376          | 7.9        |



|                            |          |               |              |            |            |            |            |            |             |             |            |            |            |             |              |            |
|----------------------------|----------|---------------|--------------|------------|------------|------------|------------|------------|-------------|-------------|------------|------------|------------|-------------|--------------|------------|
|                            | 09.01    |               |              |            |            |            |            |            |             |             |            |            |            |             |              |            |
| Bernalillo                 | 36       | 6382          | 478          | 0          | 0          | 0          | 0          | 0          | 0           | 0           | 0          | 23         | 0          | 0           | 501          | 7.9        |
| Bernalillo                 | 14       | 2499          | 195          | 0          | 0          | 0          | 0          | 0          | 0           | 0           | 0          | 0          | 0          | 0           | 195          | 7.8        |
| Bernalillo                 | 30.01    | 4609          | 354          | 0          | 0          | 0          | 0          | 0          | 0           | 0           | 0          | 0          | 0          | 0           | 354          | 7.7        |
| Bernalillo                 | 2.06     | 2881          | 195          | 3          | 0          | 0          | 0          | 0          | 0           | 0           | 18         | 0          | 0          | 0           | 216          | 7.5        |
| Bernalillo                 | 37.33    | 3190          | 206          | 0          | 0          | 0          | 8          | 0          | 0           | 0           | 0          | 8          | 0          | 17          | 239          | 7.5        |
| Bernalillo                 | 7.08     | 5842          | 420          | 0          | 0          | 0          | 0          | 0          | 0           | 0           | 0          | 0          | 15         | 0           | 435          | 7.4        |
| <b>Bernalillo</b>          |          | <b>582890</b> | <b>14158</b> | <b>291</b> | <b>213</b> | <b>355</b> | <b>804</b> | <b>288</b> | <b>1307</b> | <b>1217</b> | <b>222</b> | <b>527</b> | <b>443</b> | <b>1158</b> | <b>20983</b> | <b>3.6</b> |
| Sandoval                   | 94.02    | 3327          | 16           | 0          | 0          | 0          | 0          | 0          | 0           | 0           | 0          | 0          | 0          | 226         | 242          | 7.3        |
| Valencia                   | 97.03.03 | 6368          | 369          | 0          | 0          | 56         | 0          | 0          | 0           | 0           | 0          | 0          | 0          | 26          | 451          | 7.1        |
| Valencia                   | 97.02    | 3718          | 217          | 0          | 15         | 14         | 0          | 0          | 0           | 0           | 0          | 0          | 0          | 9           | 255          | 6.9        |
| Valencia                   | 97.03.02 | 2752          | 185          | 0          | 0          | 0          | 0          | 0          | 0           | 0           | 0          | 0          | 0          | 0           | 185          | 6.7        |
| Bernalillo                 | 30.02    | 3867          | 232          | 0          | 16         | 0          | 0          | 0          | 0           | 0           | 0          | 0          | 0          | 9           | 257          | 6.6        |
| Valencia                   | 97.01.02 | 6226          | 388          | 0          | 0          | 0          | 0          | 0          | 0           | 0           | 23         | 0          | 0          | 0           | 411          | 6.6        |
| <b>Torrance</b>            |          | <b>17352</b>  | <b>498</b>   | <b>98</b>  | <b>0</b>   | <b>28</b>  | <b>36</b>  | <b>24</b>  | <b>196</b>  | <b>130</b>  | <b>0</b>   | <b>26</b>  | <b>0</b>   | <b>42</b>   | <b>1078</b>  | <b>6.2</b> |
| Bernalillo                 | 2.08     | 2801          | 149          | 0          | 0          | 28         | 0          | 0          | 0           | 0           | 0          | 0          | 0          | 0           | 177          | 6.3        |
| Bernalillo                 | 7.1      | 7020          | 158          | 0          | 0          | 0          | 0          | 24         | 57          | 130         | 0          | 26         | 0          | 42          | 437          | 6.2        |
| Bernalillo                 | 47.17    | 7531          | 191          | 98         | 0          | 0          | 36         | 0          | 139         | 0           | 0          | 0          | 0          | 0           | 464          | 6.2        |
| Bernalillo                 | 37.22    | 5893          | 131          | 0          | 0          | 8          | 17         | 0          | 109         | 0           | 0          | 65         | 27         | 0           | 357          | 6.1        |
| Sandoval                   | 11.2     | 2584          | 39           | 0          | 0          | 0          | 0          | 0          | 0           | 0           | 9          | 11         | 0          | 96          | 155          | 6.0        |
| Bernalillo                 | 47.29    | 3743          | 202          | 0          | 0          | 0          | 0          | 0          | 0           | 16          | 0          | 0          | 0          | 1           | 219          | 5.9        |
| Bernalillo                 | 17       | 4503          | 127          | 0          | 0          | 0          | 0          | 0          | 95          | 0           | 0          | 0          | 40         | 0           | 262          | 5.8        |
| Valencia                   | 97.04.01 | 4816          | 277          | 0          | 0          | 0          | 0          | 0          | 0           | 0           | 0          | 0          | 0          | 0           | 277          | 5.8        |
| Bernalillo                 | 1.23     | 4210          | 226          | 0          | 0          | 0          | 0          | 0          | 0           | 0           | 12         | 0          | 0          | 0           | 238          | 5.7        |
| Bernalillo                 | 47.37    | 6360          | 351          | 0          | 0          | 0          | 0          | 0          | 0           | 0           | 0          | 0          | 0          | 0           | 351          | 5.5        |
| Sandoval                   | 10.7.2.2 | 5447          | 261          | 0          | 0          | 0          | 0          | 0          | 0           | 0           | 0          | 30         | 8          | 0           | 299          | 5.5        |
| Bernalillo                 | 27       | 4078          | 211          | 0          | 0          | 0          | 11         | 0          | 0           | 0           | 0          | 0          | 0          | 0           | 222          | 5.4        |
| Bernalillo                 | 47.42    | 6135          | 282          | 0          | 0          | 0          | 0          | 0          | 0           | 0           | 15         | 0          | 0          | 36          | 333          | 5.4        |
| Bernalillo                 | 26       | 963           | 50           | 0          | 0          | 0          | 0          | 0          | 0           | 0           | 0          | 0          | 0          | 0           | 50           | 5.2        |
| Valencia                   | 97.14    | 2872          | 95           | 0          | 0          | 0          | 0          | 24         | 0           | 0           | 8          | 0          | 0          | 16          | 143          | 5.0        |
| Sandoval                   | 10.7.0.2 | 6855          | 332          | 0          | 0          | 0          | 0          | 0          | 0           | 0           | 0          | 9          | 0          | 0           | 341          | 5.0        |
| <b>Santa Fe (Edgewood)</b> |          | <b>10177</b>  | <b>331</b>   | <b>0</b>   | <b>0</b>   | <b>0</b>   | <b>26</b>  | <b>10</b>  | <b>11</b>   | <b>80</b>   | <b>9</b>   | <b>0</b>   | <b>25</b>  | <b>0</b>    | <b>492</b>   | <b>4.8</b> |
| Bernalillo                 | 1.1      | 3716          | 181          | 0          | 0          | 0          | 0          | 0          | 0           | 0           | 0          | 0          | 0          | 0           | 181          | 4.9        |
| Bernalillo                 | 1.25     | 3550          | 43           | 0          | 0          | 0          | 26         | 10         | 11          | 62          | 0          | 0          | 19         | 0           | 171          | 4.8        |
| Bernalillo                 | 2.07     | 2911          | 107          | 0          | 0          | 0          | 0          | 0          | 0           | 18          | 9          | 0          | 6          | 0           | 140          | 4.8        |
| Bernalillo                 | 38.07    | 4026          | 185          | 0          | 0          | 0          | 0          | 0          | 0           | 0           | 0          | 0          | 0          | 8           | 193          | 4.8        |
| Valencia                   | 97.07    | 6168          | 286          | 0          | 0          | 0          | 0          | 0          | 0           | 0           | 0          | 0          | 0          | 0           | 286          | 4.6        |

|            |                 |      |     |    |   |    |    |    |     |     |    |    |    |    |     |     |
|------------|-----------------|------|-----|----|---|----|----|----|-----|-----|----|----|----|----|-----|-----|
| Bernalillo | 7.1<br>3        | 4676 | 105 | 0  | 0 | 0  | 0  | 0  | 0   | 64  | 0  | 0  | 0  | 47 | 216 | 4.6 |
| Sandoval   | 10<br>7.1<br>6  | 6373 | 189 | 16 | 0 | 0  | 54 | 0  | 0   | 0   | 0  | 0  | 24 | 4  | 287 | 4.5 |
| Bernalillo | 37.<br>35       | 6140 | 106 | 0  | 0 | 0  | 0  | 0  | 41  | 129 | 0  | 0  | 0  | 0  | 276 | 4.5 |
| Bernalillo | 47.<br>16       | 2003 | 59  | 0  | 0 | 0  | 0  | 7  | 5   | 0   | 0  | 0  | 0  | 18 | 89  | 4.4 |
| Sandoval   | 10<br>7.1<br>9  | 3667 | 120 | 0  | 0 | 0  | 42 | 0  | 0   | 0   | 0  | 0  | 0  | 0  | 162 | 4.4 |
| Bernalillo | 47.<br>49       | 4209 | 166 | 0  | 0 | 0  | 0  | 0  | 0   | 0   | 0  | 18 | 0  | 0  | 184 | 4.4 |
| Bernalillo | 37.<br>25       | 4104 | 133 | 0  | 0 | 0  | 0  | 0  | 0   | 0   | 0  | 0  | 46 | 0  | 179 | 4.4 |
| Bernalillo | 11.<br>01       | 4267 | 173 | 0  | 0 | 11 | 0  | 0  | 0   | 0   | 0  | 0  | 0  | 0  | 184 | 4.3 |
| Bernalillo | 47.<br>47       | 5194 | 175 | 0  | 0 | 0  | 0  | 0  | 11  | 5   | 0  | 0  | 31 | 0  | 222 | 4.3 |
| Sandoval   | 10<br>7.1<br>3  | 4987 | 207 | 0  | 0 | 0  | 0  | 0  | 0   | 0   | 0  | 0  | 0  | 0  | 207 | 4.2 |
| Bernalillo | 47.<br>27       | 1821 | 63  | 6  | 0 | 0  | 0  | 0  | 0   | 0   | 0  | 0  | 0  | 6  | 75  | 4.1 |
| Sandoval   | 10<br>7.2<br>1  | 4381 | 172 | 0  | 0 | 0  | 0  | 0  | 0   | 0   | 7  | 0  | 0  | 0  | 179 | 4.1 |
| Bernalillo | 37.<br>37       | 2668 | 47  | 8  | 0 | 0  | 18 | 0  | 36  | 0   | 0  | 0  | 0  | 0  | 109 | 4.1 |
| Bernalillo | 1.2<br>1        | 5463 | 74  | 0  | 0 | 0  | 62 | 0  | 30  | 21  | 0  | 32 | 0  | 4  | 223 | 4.1 |
| Bernalillo | 1.1<br>3        | 3556 | 83  | 0  | 0 | 0  | 0  | 0  | 0   | 0   | 0  | 0  | 0  | 61 | 144 | 4.0 |
| Valencia   | 97<br>08        | 4948 | 198 | 0  | 0 | 0  | 0  | 0  | 0   | 0   | 0  | 0  | 0  | 0  | 198 | 4.0 |
| Bernalillo | 18              | 2051 | 40  | 0  | 0 | 0  | 4  | 19 | 11  | 0   | 0  | 0  | 8  | 0  | 82  | 4.0 |
| Bernalillo | 2.0<br>3        | 1704 | 21  | 0  | 4 | 0  | 0  | 0  | 0   | 0   | 0  | 5  | 38 | 0  | 68  | 4.0 |
| Bernalillo | 37.<br>32       | 6511 | 0   | 16 | 0 | 55 | 44 | 0  | 132 | 11  | 0  | 0  | 0  | 0  | 258 | 4.0 |
| Bernalillo | 6.0<br>1        | 3751 | 15  | 0  | 0 | 0  | 0  | 0  | 10  | 60  | 0  | 35 | 0  | 28 | 148 | 3.9 |
| Bernalillo | 37.<br>14       | 6886 | 221 | 0  | 0 | 0  | 0  | 20 | 0   | 0   | 17 | 13 | 0  | 0  | 271 | 3.9 |
| Bernalillo | 22              | 3130 | 103 | 0  | 0 | 0  | 0  | 0  | 10  | 0   | 0  | 0  | 0  | 9  | 122 | 3.9 |
| Valencia   | 97<br>04.<br>04 | 4448 | 165 | 0  | 0 | 0  | 0  | 0  | 0   | 0   | 6  | 0  | 0  | 0  | 171 | 3.8 |
| Bernalillo | 1.1<br>1        | 2797 | 47  | 0  | 0 | 0  | 0  | 0  | 0   | 39  | 0  | 0  | 21 | 0  | 107 | 3.8 |
| Bernalillo | 37.<br>38       | 4685 | 79  | 0  | 0 | 36 | 0  | 27 | 0   | 0   | 0  | 35 | 0  | 0  | 177 | 3.8 |
| Bernalillo | 37.<br>18       | 2343 | 51  | 0  | 0 | 0  | 0  | 0  | 0   | 19  | 0  | 0  | 0  | 18 | 88  | 3.8 |
| Bernalillo | 37.<br>17       | 4934 | 80  | 0  | 0 | 0  | 85 | 0  | 0   | 0   | 0  | 0  | 0  | 18 | 183 | 3.7 |
| Bernalillo | 1.2<br>2        | 4115 | 106 | 0  | 0 | 0  | 0  | 0  | 0   | 45  | 0  | 0  | 0  | 0  | 151 | 3.7 |
| Bernalillo | 47.<br>28       | 4969 | 72  | 0  | 0 | 0  | 0  | 0  | 18  | 63  | 0  | 2  | 26 | 1  | 182 | 3.7 |
| Bernalillo | 37.<br>07       | 4052 | 72  | 0  | 0 | 0  | 26 | 0  | 0   | 0   | 0  | 0  | 0  | 50 | 148 | 3.7 |
| Bernalillo | 94<br>07        | 2448 | 7   | 0  | 0 | 0  | 0  | 0  | 0   | 53  | 0  | 0  | 0  | 29 | 89  | 3.6 |
| Bernalillo | 7.0<br>4        | 3329 | 36  | 0  | 0 | 9  | 0  | 0  | 17  | 33  | 0  | 0  | 0  | 26 | 121 | 3.6 |
| Bernalillo | 1.1<br>6        | 2681 | 64  | 0  | 0 | 0  | 0  | 0  | 0   | 0   | 0  | 0  | 33 | 0  | 97  | 3.6 |
| Sandoval   | 10<br>7.1<br>5  | 3226 | 87  | 8  | 0 | 0  | 0  | 0  | 0   | 0   | 6  | 15 | 0  | 0  | 116 | 3.6 |

|            |          |      |    |   |   |    |    |   |   |   |   |   |   |   |     |     |
|------------|----------|------|----|---|---|----|----|---|---|---|---|---|---|---|-----|-----|
| Bernalillo | 4.0<br>1 | 4112 | 40 | 0 | 0 | 27 | 80 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 147 | 3.6 |
|------------|----------|------|----|---|---|----|----|---|---|---|---|---|---|---|-----|-----|

|            |                 |       |     |    |    |    |    |    |    |    |    |    |    |    |     |     |
|------------|-----------------|-------|-----|----|----|----|----|----|----|----|----|----|----|----|-----|-----|
| Bernalillo | 1.2<br>8        | 3388  | 93  | 6  | 0  | 0  | 0  | 0  | 7  | 0  | 0  | 14 | 0  | 0  | 120 | 3.5 |
| Sandoval   | 10<br>7.2       | 8883  | 288 | 0  | 0  | 0  | 11 | 0  | 0  | 0  | 11 | 0  | 0  | 0  | 310 | 3.5 |
| Bernalillo | 37.<br>12       | 5021  | 61  | 0  | 0  | 0  | 0  | 0  | 19 | 0  | 10 | 85 | 0  | 0  | 175 | 3.5 |
| Bernalillo | 37.<br>31       | 3670  | 30  | 6  | 12 | 0  | 0  | 0  | 50 | 16 | 0  | 0  | 0  | 11 | 125 | 3.4 |
| Bernalillo | 8.0<br>1        | 3203  | 43  | 0  | 0  | 0  | 0  | 0  | 27 | 0  | 3  | 0  | 34 | 0  | 107 | 3.3 |
| Bernalillo | 35.<br>01       | 5397  | 176 | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 176 | 3.3 |
| Bernalillo | 1.2<br>4        | 3570  | 104 | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 11 | 115 | 3.2 |
| Bernalillo | 94<br>05        | 2751  | 72  | 0  | 0  | 0  | 13 | 2  | 0  | 0  | 0  | 0  | 0  | 0  | 87  | 3.2 |
| Sandoval   | 10<br>7.0<br>3  | 9065  | 224 | 0  | 30 | 0  | 12 | 0  | 0  | 0  | 11 | 0  | 0  | 0  | 277 | 3.1 |
| Valencia   | 97<br>04.<br>05 | 3278  | 99  | 0  | 0  | 1  | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 100 | 3.1 |
| Valencia   | 94<br>03        | 997   | 8   | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 22 | 30  | 3.0 |
| Sandoval   | 11<br>0         | 1905  | 35  | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 22 | 57  | 3.0 |
| Bernalillo | 47.<br>51       | 3293  | 54  | 0  | 0  | 0  | 0  | 13 | 31 | 0  | 0  | 0  | 0  | 0  | 98  | 3.0 |
| Sandoval   | 10<br>7.2<br>3  | 10415 | 291 | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 16 | 307 | 2.9 |
| Bernalillo | 1.2<br>7        | 2709  | 45  | 0  | 0  | 0  | 0  | 0  | 14 | 0  | 0  | 0  | 19 | 0  | 78  | 2.9 |
| Bernalillo | 47.<br>24       | 3040  | 87  | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 87  | 2.9 |
| Bernalillo | 37.<br>28       | 3890  | 56  | 0  | 18 | 17 | 0  | 20 | 0  | 0  | 0  | 0  | 0  | 0  | 111 | 2.9 |
| Bernalillo | 37.<br>24       | 2954  | 52  | 0  | 0  | 0  | 0  | 9  | 0  | 22 | 0  | 1  | 0  | 0  | 84  | 2.8 |
| Bernalillo | 1.1<br>7        | 2328  | 58  | 0  | 5  | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 3  | 66  | 2.8 |
| Bernalillo | 37.<br>23       | 5769  | 116 | 0  | 0  | 0  | 0  | 0  | 37 | 0  | 0  | 0  | 0  | 10 | 163 | 2.8 |
| Sandoval   | 10<br>7.1<br>2  | 4638  | 79  | 0  | 0  | 0  | 0  | 0  | 0  | 12 | 38 | 0  | 0  | 0  | 129 | 2.8 |
| Sandoval   | 10<br>7.1<br>7  | 8683  | 166 | 0  | 0  | 0  | 0  | 13 | 0  | 0  | 17 | 42 | 0  | 0  | 238 | 2.7 |
| Bernalillo | 37.<br>15       | 3796  | 37  | 0  | 0  | 0  | 20 | 15 | 23 | 0  | 9  | 0  | 0  | 0  | 104 | 2.7 |
| Bernalillo | 47.<br>52       | 3675  | 59  | 13 | 0  | 0  | 8  | 0  | 9  | 0  | 0  | 10 | 0  | 0  | 99  | 2.7 |
| Bernalillo | 3               | 5309  | 51  | 0  | 0  | 0  | 39 | 0  | 15 | 0  | 0  | 0  | 0  | 37 | 142 | 2.7 |
| Bernalillo | 19              | 1049  | 28  | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 28  | 2.7 |
| Bernalillo | 7.1<br>1        | 4537  | 49  | 0  | 9  | 0  | 0  | 0  | 0  | 49 | 0  | 4  | 0  | 10 | 121 | 2.7 |
| Bernalillo | 47.<br>25       | 4014  | 95  | 0  | 11 | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 106 | 2.6 |
| Bernalillo | 38.<br>03       | 3068  | 50  | 0  | 0  | 25 | 6  | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 81  | 2.6 |
| Sandoval   | 10<br>7.1<br>8  | 5717  | 150 | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 150 | 2.6 |
| Bernalillo | 47.<br>26       | 2343  | 44  | 0  | 0  | 0  | 7  | 0  | 0  | 0  | 0  | 0  | 0  | 10 | 61  | 2.6 |
| Sandoval   | 10<br>7.1<br>4  | 4386  | 105 | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 9  | 0  | 0  | 114 | 2.6 |
| Valencia   | 97<br>10        | 4267  | 90  | 0  | 19 | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 109 | 2.6 |
| Bernalillo | 47.<br>45       | 6578  | 129 | 0  | 0  | 0  | 0  | 0  | 0  | 28 | 0  | 5  | 0  | 5  | 167 | 2.5 |



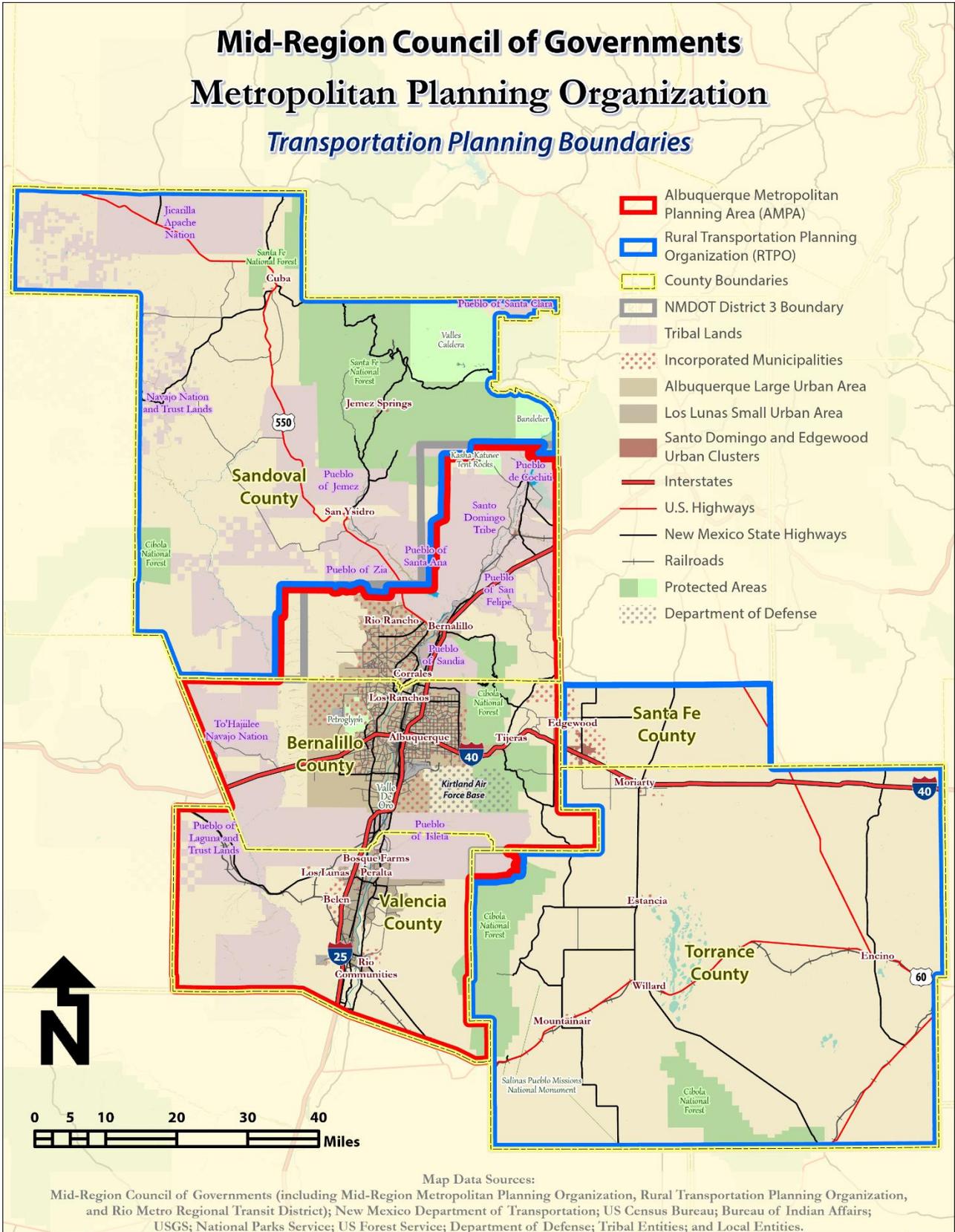
|            |                 |      |     |    |    |    |    |    |    |    |   |    |    |    |     |     |
|------------|-----------------|------|-----|----|----|----|----|----|----|----|---|----|----|----|-----|-----|
| Bernalillo | 1.1<br>8        | 2400 | 51  | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 0 | 9  | 0  | 0  | 60  | 2.5 |
| Sandoval   | 10<br>7.0<br>5  | 5163 | 110 | 0  | 0  | 0  | 19 | 0  | 0  | 0  | 0 | 0  | 0  | 0  | 129 | 2.5 |
| Bernalillo | 31              | 2668 | 50  | 6  | 0  | 0  | 9  | 0  | 0  | 0  | 0 | 0  | 0  | 0  | 65  | 2.4 |
| Bernalillo | 37.<br>19       | 5501 | 63  | 0  | 0  | 0  | 0  | 0  | 38 | 0  | 0 | 0  | 32 | 0  | 133 | 2.4 |
| Bernalillo | 47.<br>46       | 7767 | 81  | 0  | 19 | 0  | 13 | 0  | 18 | 0  | 0 | 0  | 0  | 53 | 184 | 2.4 |
| Torrance   | 96<br>37        | 2226 | 51  | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 0 | 0  | 0  | 0  | 51  | 2.3 |
| Bernalillo | 16              | 2315 | 0   | 0  | 0  | 0  | 18 | 0  | 14 | 12 | 0 | 0  | 0  | 9  | 53  | 2.3 |
| Bernalillo | 37.<br>29       | 1836 | 16  | 0  | 7  | 0  | 0  | 0  | 0  | 17 | 2 | 0  | 0  | 0  | 42  | 2.3 |
| Torrance   | 96<br>32.<br>02 | 3461 | 79  | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 0 | 0  | 0  | 0  | 79  | 2.3 |
| Bernalillo | 1.1<br>9        | 1744 | 29  | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 0 | 0  | 0  | 10 | 39  | 2.2 |
| Valencia   | 97<br>09.<br>02 | 1916 | 42  | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 0 | 0  | 0  | 0  | 42  | 2.2 |
| Bernalillo | 2.0<br>4        | 3011 | 54  | 0  | 0  | 0  | 0  | 0  | 0  | 12 | 0 | 0  | 0  | 0  | 66  | 2.2 |
| Bernalillo | 47.<br>53       | 3803 | 47  | 10 | 0  | 0  | 0  | 0  | 0  | 8  | 0 | 18 | 0  | 0  | 83  | 2.2 |
| Bernalillo | 1.1<br>4        | 3185 | 43  | 0  | 7  | 19 | 0  | 0  | 0  | 0  | 0 | 0  | 0  | 0  | 69  | 2.2 |
| Bernalillo | 37.<br>3        | 4305 | 30  | 0  | 0  | 0  | 0  | 0  | 30 | 29 | 0 | 0  | 0  | 0  | 89  | 2.1 |
| Bernalillo | 47.<br>48       | 9604 | 198 | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 0 | 0  | 0  | 0  | 198 | 2.1 |
| Bernalillo | 47.<br>22       | 4480 | 27  | 0  | 0  | 0  | 7  | 0  | 0  | 26 | 0 | 0  | 0  | 31 | 91  | 2.0 |
| Bernalillo | 21              | 1227 | 5   | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 0 | 0  | 0  | 19 | 24  | 2.0 |
| Bernalillo | 1.2             | 2613 | 49  | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 0 | 0  | 0  | 0  | 49  | 1.9 |
| Bernalillo | 47.<br>2        | 3611 | 22  | 0  | 0  | 0  | 0  | 21 | 22 | 0  | 0 | 0  | 0  | 0  | 65  | 1.8 |
| Bernalillo | 47.<br>44       | 5019 | 75  | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 0 | 0  | 0  | 0  | 75  | 1.5 |
| Bernalillo | 1.1<br>5        | 3112 | 44  | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 0 | 0  | 0  | 0  | 44  | 1.4 |
| Bernalillo | 38.<br>05       | 2061 | 8   | 0  | 0  | 21 | 0  | 0  | 0  | 0  | 0 | 0  | 0  | 0  | 29  | 1.4 |
| Bernalillo | 5.0<br>2        | 4599 | 47  | 0  | 0  | 0  | 11 | 0  | 0  | 0  | 0 | 0  | 0  | 3  | 61  | 1.3 |
| Bernalillo | 4.0<br>2        | 3300 | 32  | 0  | 0  | 0  | 10 | 0  | 0  | 0  | 0 | 0  | 0  | 0  | 42  | 1.3 |
| Sandoval   | 10<br>6.0<br>1  | 4404 | 24  | 0  | 0  | 0  | 0  | 30 | 0  | 0  | 0 | 0  | 0  | 0  | 54  | 1.2 |
| Bernalillo | 47.<br>23       | 6719 | 82  | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 0 | 0  | 0  | 0  | 82  | 1.2 |
| Bernalillo | 38.<br>06       | 3469 | 31  | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 0 | 8  | 0  | 0  | 39  | 1.1 |
| Bernalillo | 1.0<br>9        | 2296 | 10  | 0  | 0  | 0  | 0  | 0  | 14 | 0  | 0 | 0  | 0  | 0  | 24  | 1.0 |
| Bernalillo | 1.1<br>2        | 1822 | 9   | 0  | 4  | 0  | 0  | 0  | 0  | 0  | 0 | 0  | 6  | 0  | 19  | 1.0 |
| Sandoval   | 10<br>6.0<br>2  | 3762 | 19  | 0  | 0  | 0  | 11 | 0  | 0  | 0  | 0 | 0  | 0  | 8  | 38  | 1.0 |
| Sandoval   | 11<br>1         | 6259 | 4   | 0  | 0  | 0  | 12 | 0  | 0  | 8  | 0 | 0  | 0  | 38 | 62  | 1.0 |
| Bernalillo | 37.<br>21       | 6420 | 20  | 0  | 30 | 0  | 11 | 0  | 0  | 0  | 0 | 0  | 0  | 0  | 61  | 1.0 |
| Bernalillo | 35.<br>02       | 4911 | 45  | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 0 | 0  | 0  | 0  | 45  | 0.9 |
| Bernalillo | 1.2<br>6        | 2721 | 14  | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 0 | 0  | 0  | 0  | 14  | 0.5 |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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|            |                 |      |    |   |   |   |   |   |   |   |   |   |   |   |    |     |
|------------|-----------------|------|----|---|---|---|---|---|---|---|---|---|---|---|----|-----|
| Bernalillo | 1.0<br>7        | 2356 | 12 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 12 | 0.5 |
| Torrance   | 96<br>32.<br>01 | 3351 | 10 | 0 | 7 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 17 | 0.5 |
| Bernalillo | 38.<br>04       | 5289 | 5  | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 5  | 0.1 |
| Sandoval   | 94<br>03        | 0    | 0  | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0  | 0.0 |

**Exhibit H**  
**Mid-Region Council of Governments Planning Area**

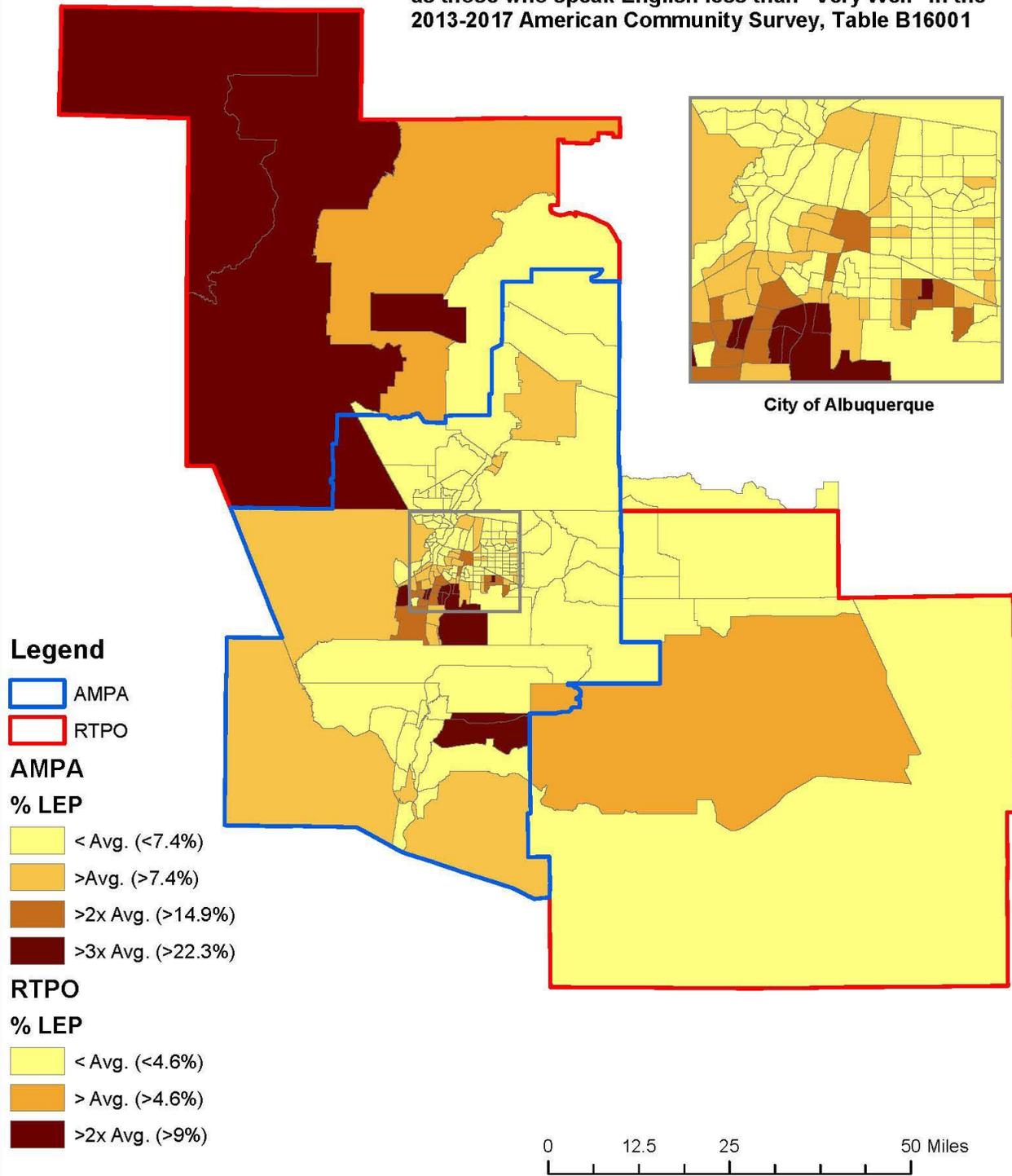
# Mid-Region Council of Governments Metropolitan Planning Organization Transportation Planning Boundaries



**Exhibit I**  
**Census Tracts with High Percentages of Limited English Proficiency (LEP) Individuals**

## Tracts with Limited English Proficiency Populations within the MRCOG Planning Area

Note: Limited English Proficiency (LEP) persons are defined as those who speak English less than "Very Well" in the 2013-2017 American Community Survey, Table B16001



Task 1, Step 2: Become familiar with data from the U.S. Census.

The American Community Survey collects the estimated number of people who speak languages other than English and who report to speak English less than “Very Well.” The numbers of LEP individuals by language spoken are listed in Table 1 for the MRMPO/RTPO planning areas.

Table 1. American Community Survey 2013-2017 Estimates for Language Spoken at Home for Population 5 Years and Older (Table B16001)

| Primary Language                          | AMPA Pop. over 5 years Old who Speak English Less Than "Very Well" | Percentage of Albuquerque Metro Planning Area Population | RTPO Pop. over 5 years Old who Speak English Less Than "Very Well" | Percentage of Rural Transportation Planning Area Population |
|---|--|--|--|---|
| Spanish                                   | 51,391   | 6.21%  | 1,004  | 3.09%   |
| French, Haitian, or Cajun                 | 468  | 0.06%  | 0  | 0.00%   |
| German or Other West Germanic language    | 239  | 0.03%  | 18   | 0.06%   |
| Russian, Polish, or Other Slavic language | 450  | 0.05%  | 0  | 0.00%   |
| Other Indo-European language              | 1,237  | 0.15%  | 0  | 0.00%   |
| Korean                                    | 291  | 0.04%  | 0  | 0.00%   |
| Chinese (incl. Mandarin & Cantonese)      | 1,330  | 0.16%  | 0  | 0.00%   |
| Vietnamese                                | 2,179  | 0.26%  | 0  | 0.00%   |
| Tagalog (incl. Filipino)                  | 269  | 0.03%  | 9  | 0.03%   |
| Other Asian and Pacific Island language   | 797  | 0.10%  | 11   | 0.03%   |
| Arabic                                    | 635  | 0.08%  | 0  | 0.00%   |
| Other and unspecified language            | 2,266  | 0.27%  | 450  | 1.39%   |

The three largest groups of Limited English Proficiency individuals speak Spanish, Vietnamese, and Other unspecified languages. Data by Census tract is shown in Exhibit G.

Task 1, Step 2A: Identify the geographic boundaries of the area that your agency serves.

MRMPO/RTPO’s planning area includes all of Sandoval, Bernalillo, Valencia, Tarrant, and a portion of Santa Fe County (the Town of Edgewood). A map showing the planning area is in Exhibit H.

Task 1, Step 2B: Obtain Census data on LEP population in your planning area.

Table 1 contains Census data on English proficiency in the MRMPO/RTPO planning areas. In the 2013-2017 5-Year American Community Survey, if a person reports speaking a language other than English, he/she is

given four categories of English proficiency to choose from: speaking English “Very Well”, “Well”, “Not Well” and “Not at All.” Following the *“Implementing the Department of Transportation’s Policy Guidance Concerning Recipients’ Responsibilities to LEP Persons”*, a LEP person is one that reports on American Community Survey as speaking English “less than Very Well” (speaking English “Not Well” or “Not at All”).

Task 1, Step 2C: Analyze the data you have collected.

In the MRMPO planning area, approximately 7.4%, and in the RTPO, 4.6% of the population are LEP individuals. The majority of LEP individuals in the AMPA (51,391 out of 61,552 or 83.5%) speak Spanish. The next most common language spoken by LEP individuals is “Other and Unspecified languages.”

Task 1, Step 2D: Identify any concentrations of LEP persons within your planning area.

The MRMPO/RTPO planning area has concentrations of LEP individuals primarily in the south valley, the southwestern mesa, and the southeastern heights (International District) portions of the Albuquerque metropolitan area. There are two census tracts in the eastern portion of Valencia County, and three census tracts in northwest portion of Sandoval County with high concentrations of Spanish speaking LEP individuals. Exhibit I.

Task 1 Step 3: Consult state and local sources of data.

MRMPO/RTPO conducted an on-board survey of approximately 5,000 passengers on the New Mexico RailRunner Express commuter train and fixed bus routes operated by ABQ RIDE and Rio Metro in 2012. Selected LEP passenger statistics are shown in Table 2.

Table 2

| Language Group                        | Percentage LEP | Average Income |
|---------------------------------------|----------------|----------------|
| All Languages                         | N/A            | \$28,500       |
| Speak Only English                    | N/A            | \$29,000       |
| Spanish                               | 0.7%           | \$22,500       |
| Other Native North American Languages | 0.1%           | \$23,000       |
| Vietnamese                            | <0.05%         | \$29,000       |
| Chinese                               | <0.05%         | N/A            |
| Navajo                                | <0.05%         | \$21,000       |

These data show that LEP Spanish speakers comprise the majority (70 percent) of LEP individuals, but only about 0.7 percent of all respondents. The average income of Spanish speakers is \$22,500, which is lower than the average for all languages, at \$28,500, and lower than the average for those that speak only English, at \$29,000. LEP individuals who speak other Native North American languages account for about 0.1 percent of all respondents. The average income for those that speak other Native North American languages is \$23,000, which is lower than the average for all languages. Although LEP Vietnamese speakers are the third most common LEP language group in the planning area, few passengers responded to the survey, and no LEP individuals were identified. At \$29,000, the average salary for those who speak Vietnamese is comparable to the average for all languages, and comparable to the average for those who speak only English. Although LEP Chinese speakers are the fourth most common LEP language group in the planning area, very few passengers responded to the survey, and only one LEP individual was identified. An average income for the Chinese language group could not be calculated due to the small sample size. Although LEP Navajo speakers are the fifth most common LEP language group in the planning area, few passengers responded to the survey, and no LEP individuals were identified. The average income for Navajo speakers is \$21,000, which is lower than the average for all languages.

Task 1 Step 4: Reach out to community organizations that serve LEP persons.

MRMPO/RTPO works with several organizations that serve LEP persons. These are mostly community organizations, government organizations and religious organizations.

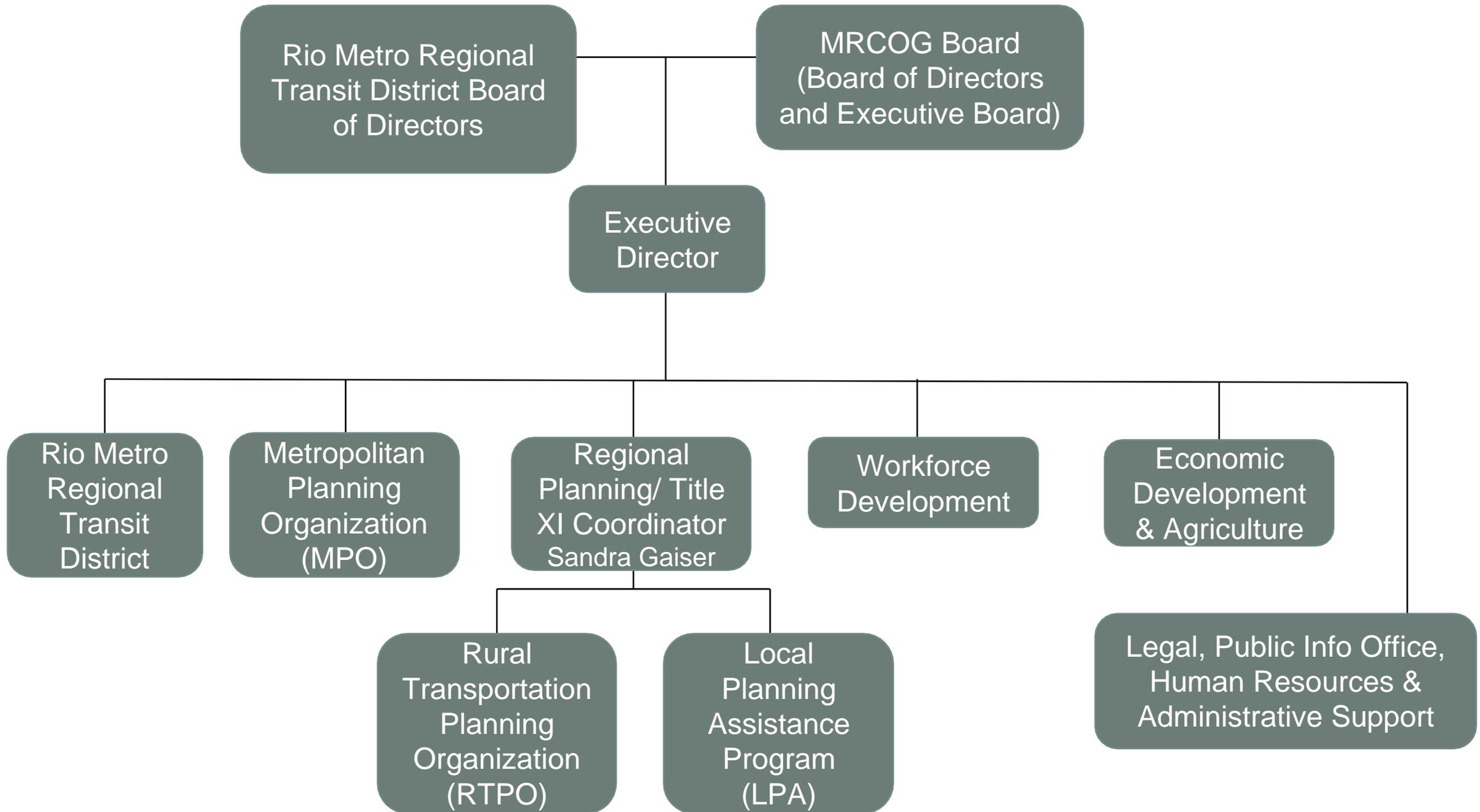
Task 1, Step 4A: Identify community organizations:

Specifically, the organizations the MRMPO/RTPO provide outreach and marketing efforts include:

- The Partnership for a Healthy Torrance County
- Rio Metro
- Bike to Work Day
- CiQlovia



*Appendix E*  
**Organizational Chart**





*Appendix F*

**MRMPO/RTPO and Executive  
Board Resolution**

1 RESOLUTION

2 of the

3  
4 MID-REGION RURAL TRANSPORTATION PLANNING ORGANIZATION

5  
6 of the

7  
8 MID-REGION COUNCIL OF GOVERNMENTS OF NEW MEXICO

9  
10 (R-19-01 MRRTP0)

11  
12 **ADOPTING THE MRCOG/MRMPO TITLE VI PLAN**

13  
14 WHEREAS, the Rural Transportation Planning Organization (RTPO) Committee  
15 is the governing body of the Mid-Region Rural Transportation Planning Organization of  
16 the Mid-Region Council of Governments; and

17 WHEREAS, the RTPO Committee is the Mid-Region Rural Transportation Planning Or-  
18 ganization (MRRTP0) for the Rural Transportation Planning Organization Area;  
19 and

20 WHEREAS, the RTPO Committee is responsible for carrying out the transportation  
21 planning process for the Rural Transportation Planning Organization Area; and

22 WHEREAS, the RTPO Committee is committed to a policy of non-discrimination and ful-  
23 filling the obligations of Title VI of the Civil Rights Act of 1964; and

24 WHEREAS the RTPO Committee is committed to compliance with the Americans with  
25 Disabilities Act of 1990; and

26 NOW THEREFORE BE IT RESOLVED by the Rural Transportation Planning Organiza-  
27 tion Committee of the Mid-Region Rural Transportation Planning Organization of the  
28 Mid-Region Council of Governments of New Mexico that the *Mid-Region Council*

29 of Governments Title VI Plan (ATTACHMENT A) is hereby approved as it applies to the  
30 transportation planning process and activities within the Rural Transportation Planning  
31 Organization Area;

32 AND BE IT FURTHER RESOLVED, the Rural Transportation Planning Committee, in  
33 accordance with 23 CFR 450.334, certifies that the transportation planning process is  
34 being conducted in accordance with all applicable requirements of:

- 35 a) 23 U.S.C. 134 and 135, 49 U.S.C. Section 5303 through 5306 and 5323(1);
- 36 b) Sections 174 and 176(c) and (d) of the Clean Air Act as amended (42 U.S.C.  
37 7504, 7506(c) and (d) and 40 CFR part 93;
- 38 c) Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and  
39 49 CFR part 21;
- 40 d) 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed,  
41 national origin, sex, or age in employment or business opportunity;
- 42 e) Section 1101(b) of the SAFETEA-LU (Pub. Law 109-59) and 49 CFR part 26 regard-  
43 ing the involvement of disadvantaged business enterprises in  
44 USDOT funded projects;
- 45 f) 23 CFR part 230, regarding the implementation of an equal employment opportunity  
46 program on Federal and Federal-aid highway construction contracts;
- 47 g) the provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 *et*  
48 *seq.*) and 49 CFR parts 27, 37, and 38;
- 49 h) the Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on  
50 the basis of age in programs or activities receiving Federal financial assistance;
- 51 i) Section 324 of title 23 U.S.C. regarding the prohibition of discrimination based

52 on gender; and  
53 j) Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR part 27  
54 regarding discrimination against 50 individuals with disabilities.

55

56 PASSED, ADOPTED, AND APPROVED this 19th day of December 2019, by the  
57 Mid-Region Rural Transportation Planning Organization Committee of the Mid-Region  
58 Council of Governments.

  
\_\_\_\_\_  
Daniel White, Chair  
Mid-Region Rural Transportation Planning

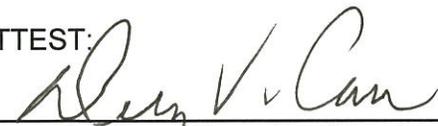
Organization Committee

OR

Debbie Ortiz, Vice-Chair  
Mid-Region Rural Transportation Planning

\_\_\_\_\_  
Organization Committee

ATTEST:

  
\_\_\_\_\_  
Dewey V. Cave, Executive Director

1 RESOLUTION  
2 of the

3  
4 METROPOLITAN TRANSPORTATION BOARD  
5 of the

6  
7 MID-REGION METROPOLITAN PLANNING ORGANIZATION  
8 of the

9  
10 MID-REGION COUNCIL OF GOVERNMENTS OF NEW MEXICO

11  
12 (R-20-01 MTB)

13  
14 **ADOPTING THE MID-REGION COUNCIL OF GOVERNMENTS**  
15 **TITLE VI PROGRAM (A.K.A. TITLE VI PLAN) FOR THE**  
16 **MID-REGION METROPOLITAN PLANNING ORGANIZATION**  
17

18 WHEREAS, the Mid-Region Council of Governments (MRCOG) is the desig-  
19 nated Metropolitan Planning Organization (MPO) for the Albuquerque Metropolitan  
20 Planning Area (AMPA); and

21 WHEREAS, the Mid-Region Metropolitan Planning Organization (MRMPO) is  
22 a division of MRCOG established to conduct all metropolitan planning activities  
23 under 23 CFR 450; and

24 WHEREAS, the Metropolitan Transportation Board (MTB) is the Metropolitan  
25 Planning Organization (MPO) for the Albuquerque Metropolitan Planning Area (AMPA);  
26 and

27 WHEREAS, the MTB is responsible for carrying out the transportation planning  
28 process for the AMPA; and

29 WHEREAS, the MTB is committed to a policy of non-discrimination and fulfilling  
30 the obligations of Title VI of the Civil Rights Act of 1964 and other applicable laws; and

31 WHEREAS, the MTB adopted a Title VI Plan on October 18, 2013;

32 NOW THEREFORE BE IT RESOLVED by the Metropolitan Transportation Board

33 of the Mid-Region Council of Governments of New Mexico that the *Mid-Region Council*  
34 *of Governments Title VI Program* (ATTACHMENT A) is hereby approved as it applies to  
35 the transportation planning process and activities within the Albuquerque Metropolitan  
36 Planning Area;

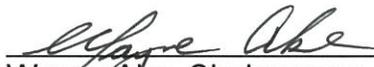
37 AND BE IT FURTHER RESOLVED, the Metropolitan Transportation Board  
38 certifies that the transportation planning process is being conducted in accordance with  
39 all applicable requirements of the following:

- 40 a). Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and  
41 49 CFR part 21 and the Title VI assurance executed by each State under  
42 23 U.S.C. 324 and 29 U.S.C. 794;
- 43 b). 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed,  
44 national origin, sex, or age in employment or business opportunity;
- 45 c). Section 1101(b) of the Transportation Equity Act for the 21<sup>st</sup> Century (Pub. L.  
46 105-178) regarding the involvement of Disadvantaged Business  
47 Enterprises in FHWA and FTA funded planning projects (Sec. 105(f),  
48 Pub. L. 97-424, 96 Stat. 2100; 49 CFR, Subtitle A, Part 26);
- 49 d). 23 CFR part 230, regarding the implementation of an equal employment  
50 opportunity program on Federal and Federal-aid highway construction  
51 contracts;
- 52 e). The provisions of the Americans with Disabilities Act of 1990 (Pub. L. 101-  
53 336, 104 Stat. 327, as amended) and U. S. DOT implementing regulation;
- 54 f). The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting  
55 discrimination on the basis of age in programs or activities receiving  
56 Federal financial assistance;

- 57 g). Section 324 of title 23 U.S.C. regarding the prohibition of discrimination based  
58 on gender;
- 59 h). Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR  
60 part 27 regarding discrimination against individuals with disabilities; and
- 61 i). other applicable federal and state laws.

62 PASSED, APPROVED, AND ADOPTED this 17<sup>th</sup> day of January 2020 by the  
63 Metropolitan Transportation Board of the Mid-Region Metropolitan Planning  
64 Organization of the Mid-Region Council of Governments of New Mexico.

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Wayne Ake, Chairperson  
Metropolitan Transportation Board

71 ATTEST:

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Dewey V. Cave  
Executive Director Mid-Region Council of Governments  
Executive Director Mid-Region Metropolitan Planning Organization

1 RESOLUTION  
2 of the  
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4 EXECUTIVE BOARD  
5 of the  
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7 MID-REGION COUNCIL OF GOVERNMENTS OF NEW MEXICO  
8  
9 (R-20-01 MRCOG)

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11 **ADOPTING THE MID-REGION COUNCIL OF GOVERNMENTS**  
12 **TITLE VI PROGRAM (A.K.A. TITLE VI PLAN)**  
13

14 WHEREAS, the Federal Transit Administration (FTA) of the United States  
15 Department of Transportation (USDOT) requires the submission of a Title VI  
16 Program once every three years; and

17 WHEREAS, the Mid-Region Council of Governments (MRCOG) is committed  
18 to a policy of non-discrimination and fulfilling the obligations of Title VI of the Civil  
19 Rights Act of 1964 and other applicable laws; and

20 WHEREAS, the attached Title VI Program has been prepared to meet that  
21 requirement in order to ensure the continuation of the receipt of FTA funding; and

22 WHEREAS, the Regional Transportation Planning Organization (RTPO)  
23 Committee adopted the Title VI Plan on December 19, 2019 and the Metropolitan  
24 Transportation Board (MTB) adopted the Title VI Plan on January 17, 2020; and

25 NOW THEREFORE BE IT RESOLVED by the MRCOG Executive Board of the  
26 *Mid-Region Council of Governments Title VI Program (ATTACHMENT A)* is hereby  
27 approved; and

28 PASSED, APPROVED, AND ADOPTED this 13<sup>th</sup> day of February 2020 by the  
29 Executive Board of the Mid-Region Council of Governments of New Mexico.

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Gregg Hull, Chairperson  
MRCOG

ATTEST:



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Dewey V. Cave  
Executive Director, MRCOG