



**LAKE HAVASU METROPOLITAN
PLANNING ORGANIZATION (LHMPO)
EXECUTIVE BOARD MEETING AGENDA
Tuesday August 13, 2019, 2:00 P.M.**

One or More Executive Board Members May Attend and Vote Telephonically

The Lake Havasu MPO Executive Board may vote to hold an Executive Session for the purposes of obtaining legal advice from the Attorney on any matter listed on the agenda under A.R.S §38-431.03(A)(3)

1. Call to Order

2. Pledge of Allegiance

3. Roll Call

4. Title VI – Notice to the Public (Jeanette Buckley)

5. CALL TO THE PUBLIC:

This item is to provide an opportunity for citizens wishing to address the Executive Board on issues within the jurisdiction of the LHMPO planning area that are not on the Agenda. Comments SHALL be limited to five (5) minutes or less.

6. CONSENT AGENDA

The following items will be considered as one item by the Executive Board and will be enacted with one motion with no separate discussion unless a board member requests to so, in that event the item will be removed.

6.1 Approve the Executive Board Meeting Minutes of April 2, 2019

6.2 Approve the Executive Board Meeting Minutes of May 14, 2019

6.3 Approve the Executive Board Meeting Minutes of June 11, 2019

6.4 Call for Executive Session Pursuant to A.R.S. § 38-431.03(A), 1:00 p.m., Tuesday, September 10, 2019

7. ANNOUNCEMENTS, COMMUNICATIONS, UPDATE REPORTS

7.1 LHMPO Director's Report (Information Only)
Vinny Gallegos, LHMPO Director

7.2 Arizona State Transportation Board Update (Information Only)
Gary Knight, State District Representative (Mohave, Yavapai, La Paz, Yuma)

7.3 Safe Driving Campaign Update (Information Only)

Vinny Gallegos, LHMPO Director

7.4 Transit Plan Update (Information Only)
Vinny Gallegos, LHMPO Director

7.5 By-Laws Update (Information Only)
Vinny Gallegos, LHMPO Director

7.6 2020 - 2045 Regional Transportation Plan Update (Information Only)
Vinny Gallegos, LHMPO Director

7.7 Agency Announcements and Updates (Information Only)
ADOT, City, County, and RTAC

8. PUBLIC HEARINGS

8.1 Discussion and possible action, to Approve the Title VI Plan
Vinny Gallegos, LHMPO Director

9. FUTURE AGENDA ITEMS

10. UPCOMING MEETINGS SCHEDULE

- League of Cities Conference: **August 21 – 23, 2019**, Tucson, AZ
- LHMPO TAC Meeting: **August 27, 2019 at 1:30 p.m.**, 900 London Bridge Rd, Bldg. B, Lake Havasu City, AZ 86404
- LHMPO Executive Board Meeting: **September 10, 2019 at 2:00 p.m.**, 2360 McCulloch Blvd., N., Lake Havasu City, AZ 86403
- State Transportation Board Meeting: **September 20, 2019 at 9:00 a.m.**, Maricopa, AZ
- AZ Rural Transportation Summit: **October 16 – 18, 2019**, Tucson, AZ

11. ADJOURNMENT

Pursuant to the Americans with Disabilities Act (ADA), the Lake Havasu Metropolitan Planning Organization endeavors to ensure the accessibility of all of its programs, projects and services to all persons with disabilities. If you need an accommodation for this meeting, please contact the Lake Havasu MPO office at (928) 453-2823 at least 48 hours prior to the meeting so that accommodations may be arranged.

**LAKE HAVASU MPO
REQUEST FOR ACTION
August 13, 2019**

SUBJECT: Action to Approve the Consent Agenda

SUBMITTED BY: Vinny Gallegos, Director

AGENDA TYPE: Consent Agenda

ATTACHMENTS:

Executive Board Meeting minutes of April 2, 2019
Executive Board Meeting minutes of May 14, 2019
Executive Board Meeting minutes of June 11, 2019

SUMMARY/BACKGROUND:

Approve the minutes from the Executive Board meeting held April 2, 2019
Approve the minutes from the Executive Board meeting held May 14, 2019
Approve the minutes from the Executive Board meeting held June 11, 2019

ACTION OPTION:

Motion to approve the Consent Agenda

OR

Motion to approve the Consent Agenda, with the noted changes

RECOMMENDATION:

Motion to approve the Consent Agenda

Cal Sheehy - Chair
Buster Johnson – Vice Chairman
Donna McCoy – Secretary/Treasurer
David Lane – Board Member
Alvin Stump – Board Member



Lake Havasu City Police Facility
Meeting Room
2360 McCulloch Blvd, N
Lake Havasu City, AZ 86403

**LAKE HAVASU METROPOLITAN
PLANNING ORGANIZATION (LHMPO)
EXECUTIVE BOARD MEETING MINUTES
Tuesday April 2, 2019, 2:00 P.M.**

One or More Executive Board Members May Attend and Vote Telephonically

The Lake Havasu MPO Executive Board may vote to hold an Executive Session for the purposes of obtaining legal advice from the Attorney on any matter listed on the agenda under A.R.S §38-431.03(A)(3)

1. CALL TO ORDER

Chairman Sheehy called the meeting to order at 2:00 p.m.

2. PLEDGE OF ALLEGIANCE

Chairman Sheehy led the Pledge of Allegiance

3. ROLL CALL

The roll call was performed by Jeanette Buckley.

Present: Cal Sheehy, Buster Johnson, Alvin Stump, and David Lane

Absent: Donna McCoy

4. CALL TO THE PUBLIC:

There were no public comments.

5. CONSENT AGENDA

The following items will be considered as one item by the Executive Board and will be enacted with one motion with no separate discussion unless a board member requests to so, in that event the item will be removed.

5.1 Approve the Executive Board Meeting Minutes of March 12, 2019

5.2 Call for Executive Session Pursuant to A.R.S. § 38-431.03(A), 1:00 p.m., Tuesday, May 14, 2019

MOTION

Vice Chairman Johnson presented a motion to approve the Consent Agenda as presented. Motion was seconded by Member Lane.

VOTE ON MOTION

The vote on the motion was unanimous.

6. ANNOUNCEMENTS, COMMUNICATIONS, UPDATE REPORTS

6.1 ADOT, City, County, RTAC Reports

Alvin Stump, ADOT Northwest District Engineer updated the Executive Board with the following:

- SR95 and Kiowa Blvd median project bid openings are on April 12th
- Collecting traffic data on Smoketree and Palo Verde intersections to see if it meets warrants for protected arrow

Kevin Adams, RTAC updated the Executive Board with the following:

- The Committee hearings have ended and legislative activity will focus on those bills that cleared the committee process
- More attentions will be spent passing a budget
- HB2536, which would have increased the gas tax by 25 cents and establish taxes and fees for alternative fuel vehicles failed to make it to the Senate
- HB2109 which would double the county transportation sales tax authority to a full cent is still alive and close to a final Senate Vote
- Two distracted driving bills, SB1141 and SB1165, which is specific to texting while driving, are both still pending
- SB1001 which would repeal the Highway Safety Fee and HB which would scale it back and cap it at \$18 are still alive
- A sizable surplus is still anticipated for the budget and the inclusion of infrastructure funding will be considered

6.2 LHMPO Director's Report

Vinny Gallegos updated the Executive Board on the following:

- We have had active engagement in the Transit Implementation plan with the survey and public involvement through events and focus group meetings

7. PUBLIC HEARINGS

7.1 Discussion and Possible Action to Approve the FY2020 & FY2021 Unified Planning Work Program (UPWP)

Vinny Gallegos advised the Executive Board that the Technical Advisory Committee has reviewed the FY2020 & FY2021 Unified Planning Work Program at their March 19, 2019 meeting. Today Federal Highways Administration, Federal Transit Administration and Arizona Department of Transportation reviewed that Unified Planning Work Program with Staff and various staff members from Lake Havasu City.

Vinny Gallegos advised the Executive Board that this is the first year for the two year Unified Planning Work Program. Vinny Gallegos provided the following updates to the Unified Planning Work Program to the Executive Board:

- Page 19 we change the STBG by adding \$10,000 for travel for the Executive Board and Technical Advisory Committee
- Page 38 we corrected the total of all the anticipated revenue
- There is a question if the front page had the correct CFDA number for the Transit funding

Vinny Gallegos indicated that there were no substantial changes to the Unified Planning Work Program since the last Executive Board meeting. The recommendation from staff is the Executive Board approve the Unified Planning Work Program.

MOTION

Vice Chairman Johnson presented a motion to adopt the Draft FY2020-FY2021 Unified Planning Work program with the recommended changes. Motion was seconded by Member Lane.

VOTE ON MOTION

The vote on the motion was unanimous.

7.2 Discussion and Possible Action regarding FY23/FY24 HSIP applications

Vinny Gallegos informed the Executive Board that Lake Havasu MPO has hired Mike Blankenship with Greenlight Traffic Engineering to complete the HSIP applications. Mike Blankenship has been working with the Technical Advisory Committee regarding traffic safety projects.

Vinny Gallegos advised the Executive Board the current project applications that they are looking at two median projects on SR95. Vinny Gallegos asked Mark Clark if he could give the Executive Board an summary of the Technical Advisory Committees overview of the project.

Mark Clark explained that part of the discussion was about how SR95 looks and how it is working. SR95 has not had any changes since 2004. The speed limit is 45 for a significant portion of SR95. Mulberry is one of the areas that has a lot of accidents. Medians have a tendency to slow drivers down. The Technical Advisory Committee sees that this is discussion that has to be looked at when the Long Range Transportation Plan is done.

Chairman Sheehy asked what kind of medians would they be decorative landscaping or high barriers like on the interstates. Mark Clark explained that they would be like the medians that are currently being put on Lake Havasu Avenue. Mark Clark advised that Lake Havasu City needs to decide how they want SR95 to look.

Chairman Sheehy asked why these two areas of SR95 are being looked at. Mark Clark explained that these medians will create traffic calming and will not restrict access.

Cal Sheehy asked that if the Executive Board moves forward with pursuing the application is Lake Havasu City then committed to putting in the medians.

Vinny Gallegos advised the Executive Board that these area are based on crash data history. Palo Verde to Industrial area had 1 fatality and 3 serious injuries. Mulberry to

Riviera area had 2 fatal crashes. Vinny Gallegos indicated that since it is on SR95 it would be ADOT's project.

Member Stump advised the Executive Board concerning medians they show a 25% to 40% reduction in accidents.

Chairman Sheehy stated that there needs to be discussion with the community as we move forward before we start construction or accept the funding. Member Stump advised the Executive Board that ADOT does public outreach and would be willing to meet with City Staff and do public outreach earlier. Mark Clark indicated that after the SR95 and Kiowa median project is completed there would be a better feel on how the medians are going to work on SR95.

Vice Chairman Johnson asked what kind of medians are we looking at for SR95. Alvin Stump responded that they would be landscaped concrete medians.

Member Lane expressed that he felt that doing a HSIP project for medians was not a good fit for Lake Havasu City. Member Lane indicated that when traffic does back up or gets congested because of an accident it would be hard for law enforcement or fire department to respond. Right now first responders can use the two way left turn lane to get around the traffic to respond to the emergency.

MOTION

Vice Chairman Johnson presented a motion to approve pursuing FY23/FY24 HSIP applications with ADOT. Motion was seconded by Member Stump.

VOTE ON MOTION

The vote on the motion was unanimous.

8. FUTURE AGENDA ITEMS

No Future Agenda items were given.

9. UPCOMING MEETING SCHEDULE

- Arizona's 32nd Annual Statewide Transit Conference: **April 8, 2019 – April 10, 2019**, Mesa, AZ
- State Transportation Board Meeting: **April 12, 2019 at 9:00 a.m.**, Flagstaff, AZ
- 68th Arizona Conference on Roads and Streets: **April 17, 2019 – April 19, 2019**, Tucson, AZ
- LHMPPO TAC Meeting: **April 23, 2019 at 1:30 p.m.**, 900 London Bridge Rd, Bldg. B, Lake Havasu City, AZ 86404
- LHMPPO Executive Board Executive Session: **May 14, 2019 at 1:00 p.m.**, 2360 McCulloch Blvd., N., Lake Havasu City, AZ 86403
- LHMPPO Executive Board Meeting: **May 14, 2019 at 2:00 p.m.**, 2360 McCulloch Blvd., N., Lake Havasu City, AZ 86403

10. ADJOURNMENT

Motion to adjourn presented by Member Lane seconded by Vice Chairman Johnson.
Vote on motion was unanimous. Meeting adjourned at 2:55 p.m.

DRAFT

Cal Sheehy - Chair
Buster Johnson – Vice Chairman
Donna McCoy – Secretary/Treasurer
David Lane – Board Member
Alvin Stump – Board Member



Lake Havasu City Police Facility
Meeting Room
2360 McCulloch Blvd, N
Lake Havasu City, AZ 86403

**LAKE HAVASU METROPOLITAN
PLANNING ORGANIZATION (LHMPO)
EXECUTIVE BOARD MEETING MINUTES
Tuesday May 14, 2019, 2:00 P.M.**

One or More Executive Board Members May Attend and Vote Telephonically

The Lake Havasu MPO Executive Board may vote to hold an Executive Session for the purposes of obtaining legal advice from the Attorney on any matter listed on the agenda under A.R.S §38-431.03(A)(3)

1. CALL TO ORDER

Chairman Sheehy called the meeting to order at 2:00 p.m.

2. PLEDGE OF ALLEGIANCE

Chairman Sheehy led the Pledge of Allegiance

3. ROLL CALL

The roll call was performed by Jeanette Buckley.

Present: Cal Sheehy, Buster Johnson, Donna McCoy, Todd Steinberger and David Lane.

4. CALL TO THE PUBLIC:

There were not public Comments.

5. CONSENT AGENDA

The following items will be considered as one item by the Executive Board and will be enacted with one motion with no separate discussion unless a board member requests to so, in that event the item will be removed.

- 5.1** Call for Executive Session Pursuant to A.R.S. § 38-431.03(A), 1:00 p.m., Tuesday, June 11, 2019

MOTION

Member Lane presented a motion to approve the Consent Agenda as presented.

Motion was seconded by Secretary/Treasurer McCoy.

VOTE ON MOTION

The vote on the motion was unanimous.

6. ANNOUNCEMENTS, COMMUNICATIONS, UPDATE REPORTS

6.1 ADOT, City, County, RTAC Reports

Todd Steinberger, ADOT Northwest District Assistant Engineer updated the Executive Board with the following:

- Sr95/Kiowa Blvd Project is on the State Transportation Board meeting for May 17, 2019

- Fann Constructions was the lowest bid approximately \$133,000 over the estimated project cost
- State Engineer is putting together an amendment for the State Transportation Board to approve this Friday May 17, 2019

Kevin Adams with RTAC gave the following update to the Executive Board

- ADOT just completed the Long Range Transportation Plan for the next 25 years
- The plan has a shortfall of over \$1 billion every year
- State Revenues haven't increased since 1991
- Gas Tax has not increased since 1993
- Cost increases on the roads when maintenance is not done
- We are under investing in the infrastructure of roads
- Public needs to be educated more on the lack of money for the road system and what the impacts are with not investing in the roads
- When the public lets their legislatures know that they want investments in their roads there will be changes
- There probably will be a bill next session dealing with alternative fuel vehicles
- ADOT is only going to be able to do maintenance in the rural areas
- The State has a one-time surplus this year around 800 million Governor Ducey wants to see half of these funds put aside in the Rainy Day Fund.

Vice Chairman Johnson stated that every problem that the happened it has been with the State. It is up to the State to up the gas tax but it is hard as an elected official when the funds are swept to support these increases.

Member Lane stated that he understands that there needs to be a gas tax increase but if the State keeps sweeping funds how can we support the increase. If the State has, extra funds why don't they give the funds back to the cities and the counties to put in their communities.

6.2 LHMPO Director's Report

Vinny Gallegos updated the Executive Board on the following:

- Tomorrow we will be filming our first two distracted driving video

7. PUBLIC HEARINGS

- ### **7.1**
- Discussion and possible action, if necessary, to comply with Arizona Open Meeting Law following the executive session regarding Annual Evaluation of MPO Manager. Possible actions include, but are not limited to, finding of satisfactory or unsatisfactory performance, salary adjustment, or any direction or action necessary to place an item on a future agenda relating to the MPO Manager's evaluation, salary adjustment, or employment agreement

MOTION

Member Lane presented a motion based upon a favorable outcome of the evaluation of the MPO Director and direct the attorney to draft an employment contract for the

consideration of the board at a future meeting. Motion was seconded by Secretary/Treasurer McCoy.

VOTE ON MOTION

The vote on the motion was unanimous.

7.2 Discussion and Possible Action to Approve the FY20 – FY24 Transportation Improvement Program (TIP)

Vinny Gallegos advised the Executive Board that this is an annual federally required document. Last year the whole Transportation Improvement Program was completed last year. This year this is just be an update to the budget tables and projects. In FY22, \$302,770 has been changed to a “To Be Determined” project from the London Bridge Rd bike striping project. The bike striping project has been moved to FY24. A project will identified for the FY22 year will be identified later this year. The TAC has requested a workshop later this year to look at all the projects on the current Transportation Improvement Program and re-prioritize them.

MOTION

Secretary/Treasurer McCoy presented a motion to approve the FY18-FY24 Transportation Improvement Program. Motion was seconded by Vice Chairman Johnson.

VOTE ON MOTION

The vote on the motion was unanimous.

7.3 Discussion and Possible Action to Approve the Draft Public Involvement Plan (PIP)

Vinny Gallegos advised the Executive Board that this is a federally required document. This our plan and efforts over the next year to engage the public either through technology or through print.

MOTION

Member Lane presented a motion to approve the publication of the public comment period for the Public Involvement Plan as presented. Motion was seconded by member Steinberger.

VOTE ON MOTION

The vote on the motion was unanimous.

7.4 Discussion and Possible Action to Approve Grant Agreement between the State of Arizona and Lake Havasu MPO

Vinny Gallegos explained that this document in the past was called a Joint Project Agreement this year it has been changed to Grant Agreement. This is the MPO’s agreement with ADOT on all the required by the MPO’s. This has been sent and reviewed by the attorney.

Vice Chairman Johnson asked if the attorney has signed the agreement yet. Vinny Gallegos responded that he does not know if the attorney has signed the document yet. He thinks she is waiting for the Executive Board to approve before she will electronically sign the agreement.

MOTION

Presented a motion to approve the grant agreement #GRT-19-0007318-T after the attorney signs the agreement. Motion was seconded by Secretary/Treasurer McCoy.

VOTE ON MOTION

The vote on the motion was unanimous.

7.5 Discussion and Update regarding FY23/FY24 HSIP applications

Vinny Gallegos advised the Executive Board that the Technical Advisory Committee were evaluating Highway Safety Program projects. The Technical Advisory Committee reached out to ADOT and it was decided not to proceed with applications for median projects on SR95. The application that was submitted was an HSIP applications for London Bridge Road improvements from SR95 to SR95 including bicycle lanes.

8. FUTURE AGENDA ITEMS

No future agenda items were given.

9. UPCOMING MEETING SCHEDULE

- State Transportation Board Meeting: **May 17, 2019 at 9:00 a.m.**, Phoenix, AZ
- LHMPPO TAC Meeting: **Cancelled May 21, 2019 at 1:30 p.m.**, 900 London Bridge Rd, Bldg. B, Lake Havasu City, AZ 86404
- LHMPPO Executive Board Meeting: **June 11, 2019 at 2:00 p.m.**, 2360 McCulloch Blvd., N., Lake Havasu City, AZ 86403

10. ADJOURNMENT

Member Lane presented a motion to adjourn. Motion was seconded by Secretary/Treasurer McCoy. Meeting adjourned at 2:50 p.m.

Cal Sheehy - Chair
Buster Johnson – Vice Chairman
Donna McCoy – Secretary/Treasurer
David Lane – Board Member
Alvin Stump – Board Member



Lake Havasu City Transit Building
Meeting Room
900 London Bridge Road
Building B
Lake Havasu City, AZ 86404

**LAKE HAVASU METROPOLITAN
PLANNING ORGANIZATION (LHMPO)
EXECUTIVE BOARD MEETING MINUTES
Tuesday June 11, 2019, 2:00 P.M.**

****THIS MEETING WILL BE HELD TELEPHONICALLY. Call in information:
1-888-240-2560 Meeting ID: 949 906 265**

The Lake Havasu MPO Executive Board may vote to hold an Executive Session for the purposes of obtaining legal advice from the Attorney on any matter listed on the agenda under A.R.S §38-431.03(A)(3)

1. CALL TO ORDER

Chairman Sheehy called the meeting to order at 2:00 p.m.

2. ROLL CALL

3. CALL TO THE PUBLIC:

This item is to provide an opportunity for citizens wishing to address the Executive Board on issues within the jurisdiction of the LHMPO planning area that are not on the Agenda. Comments SHALL be limited to five (5) minutes or less.

4. CONSENT AGENDA

The following items will be considered as one item by the Executive Board and will be enacted with one motion with no separate discussion unless a board member requests to so, in that event the item will be removed.

4.1 Call for Executive Session Pursuant to A.R.S. § 38-431.03(A), 1:00 p.m., Tuesday, August 13, 2019

MOTION

Member Lane presented a motion to approve the Consent Agenda as presented. Motion was seconded by Vice Chairman Johnson.

VOTE ON MOTION

The vote on the motion was unanimous.

5. PUBLIC HEARINGS

5.1 Discussion and possible action, to approve MPO Manager Employment Contract with Vincent Gallegos

Kelly Garry, LHMPO Attorney presented the Executive Board the two-year Employment Contract for Vincent Gallegos. This Employment Contract was created from the direction of the last Executive Board meeting.

MOTION

Member Lane presented a motion to approve the MPO Manager Employment Contract for Vincent Gallegos for two years as presented. Motion was seconded by Vice Chairman Johnson.

VOTE ON MOTION

The vote on the motion was unanimous.

6. FUTURE AGENDA ITEMS

No Future Agenda items were given.

7. UPCOMING MEETING SCHEDULE

- SR95 Pre-Construction Workshop, **June 12, 2019 at 10:00 a.m.**, Kingman, AZ
- State Transportation Board Meeting: **June 21, 2019 at 9:00 a.m.**, Pinetop, AZ

- LHMPPO Executive Board Meeting: **August 13, 2019 at 2:00 p.m.**, 2360 McCulloch Blvd., N., Lake Havasu City, AZ 86403
- LHMPPO TAC Meeting: **August 27, 2019 at 1:30 p.m.**, 900 London Bridge Rd, Bldg. B, Lake Havasu City, AZ 86404

8. ADJOURNMENT

Motion to adjourn presented by Member Lane seconded by Vice Chairman Johnson. Vote on motion was unanimous. Meeting adjourned at 2:55 p.m.

**LAKE HAVASU MPO
REQUEST FOR ACTION
August 13, 2019**

SUBJECT: Director's Report (Information Only)

SUBMITTED BY: Vinny Gallegos, LHMPO Director

AGENDA TYPE: Discussion Only

ATTACHMENTS:

Progress Report

SUMMARY/BACKGROUND:

Attached is the progress report that is provided to ADOT regarding all activities of the MPO staff and projects. Any and all activities must be documented in order to receive federal funding. This is a detailed report for your information and reference on the activities of the MPO.

ACTION OPTION:

Discussion Only

OR

RECOMMENDATION:

LHMPO Progress Report

MPO Name: Lake Havasu MPO

Reporting Period: June 2019

Task Code: 100 Task Title: Administration	
Progress – Current Period Meetings attended: LHMPO Manager <ul style="list-style-type: none"> • AZ MPO/COG Mobility Management Meeting • AZ MPO/COG Planner’s Meeting • AZTA Board Retreat • D3 Website and Video Meeting • AzTA Marketing/Social Media • EDC 5 Implementation Teams Semi-Annual Meeting • Census 2020 Complete Count Committee Planning Meeting Staff attended <ul style="list-style-type: none"> • Oracle Training for new Lake Havasu City financial/payroll software • LHMPO Executive Board Meeting • 2019 MAG Interactive Map Viewer Training Documents prepared: <ul style="list-style-type: none"> • Shaun Weibe from WACOG came down from Kingman to go over how WACOG does their project summaries • Prepare Executive Board and TAC agendas • Executive Board and TAC Meeting Posting Notices • Prepare quorum notices • Invoice preparation for ADOT MPD, SPR, PL, and 5305 funding • Authorization letters for FY20 & FY21 PL and SPR funding 	Anticipated Progress – Next Period Attending the following Meetings: LHMPO Manager: <ul style="list-style-type: none"> • AzTA Video Strategy Meeting • ADOT/LHC Coordination Meeting • Presented Distracted Driving Videos and Proclamation to Lake Havasu City Council at July 9th meeting • Arizona State Transportation Board Meeting in Cottonwood • WACOG TAC Meeting • Transit Meetings with various stakeholders and Phyllis Davis • Tri-City Meeting, Bullhead City, AZ Staff Attending: <ul style="list-style-type: none"> • Various Oracle meetings with Lake Havasu City Preparing the following documents: <ul style="list-style-type: none"> • Prepare Executive Board and TAC agendas • Executive Board and TAC Meeting Posting Notices • Prepare quorum notices • Invoice preparation for ADOT MPD, SPR, PL, and 5305 funding Other Activities <ul style="list-style-type: none"> • Acquire documentation for Special Projects, 5307 funding and TIP • Upload documents to the website and make changes as needed

<ul style="list-style-type: none"> • The final FY20 & FY21 Unified Planning Work Program put on website <p>Other Activities</p> <ul style="list-style-type: none"> • Acquire documentation for Special Projects, 5307 funding and TIP • Upload documents to the website and make changes as needed • Monitor and post to Facebook and Twitter as time permits <p>(71% SPR)</p>	<ul style="list-style-type: none"> • Monitor and post to Facebook and Twitter as time permits
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Task Code: 200 Task Title: Data Collection	
Progress – Current Period	Anticipated Progress – Next Period
<p>Activities</p> <ul style="list-style-type: none"> • Lake Havasu City providing monthly updates on the traffic counts done in the City • Crash Data Update provided by Greenlight Traffic Engineering <p>(2% SPR)</p>	<p>Future Activities</p> <ul style="list-style-type: none"> • Lake Havasu City providing monthly updates on the traffic counts done in the City

Task Code: 300 Task Title: Transportation Improvement (TIP)	
Progress – Current Period	Anticipated Progress – Next Period
<p>Activities</p> <ul style="list-style-type: none"> • Submitted the updated Transportation Improvement Plan to ADOT and FHWA for approval • Upload the Transportation Improvement Plan on the LHMPO Website <p>(2% SPR)</p>	<p>Activities</p> <ul style="list-style-type: none"> • Continue searching avenues of funding for projects listed in the FY20-24 TIP

Task Code: 400 Task Title: Long Range Transportation Plan (LRTP)	
Progress – Current Period	Anticipated Progress – Next Period
Activities <ul style="list-style-type: none"> • Continue to look for funding for the projects in the Long Range Transportation and Bicycle Pedestrian Implementation Plan • Starting to research for the RFP and scope of work for FY20 to start the Regional Transportation Plan. (6% SPR)	Activities <ul style="list-style-type: none"> • Continue to look for funding for the projects in the Long Range Transportation and Bicycle Pedestrian Implementation Plan • Continue to research the scope of work and RFP for the next Regional Transportation Plan.

Task Code: 501 Task Title: Regional Planning – HSIP	
Progress – Current Period	Anticipated Progress – Next Period
Meetings <ul style="list-style-type: none"> • Work to identify possible safety projects in the LHMPO's region • Work with Greenlight Traffic Engineering concerning HSIP applications for the next call for projects • Executive Board reviewed current HSIP applications for the current call for projects • Attended a meeting with ADOT and Lake Havasu City for the HAWK HSIP Project (8% SPR)	Activities <ul style="list-style-type: none"> • Work to identify possible safety projects in the LHMPO's region • Work with Greenlight Traffic Engineering concerning HSIP applications for the next call for projects • Update the Executive Board concerning HSIP applications being submitted

Task Code: 502 Task Title: Regional Planning – STBG	
Progress – Current Period	Anticipated Progress – Next Period
Activities <ul style="list-style-type: none"> • Working with Jeff Herb, Lake Havasu City regarding the HAWK project • Continue to receive updates from LHC Assistant Engineer Jeremy Abbott on the Swanson project • Working with consultant on the Mohave County Safe Driving Campaign • Videoing the first commercials for the Distracted Driving Campaign for Lake Havasu City <p>(2% SPR)</p>	Activities <ul style="list-style-type: none"> • Working with Jeff Herb, Lake Havasu City regarding the HAWK project • Working with consultant on the Mohave County Safe Driving Campaign • Video commercials for the Distracted Driving Campaign for Lake Havasu City uploaded to Lake Havasu MPO Website and Lake Havasu City • Vinny going to City Council meeting with proclamation to proclaim July Distracted Driving Month

Task Code: 600 Task Title: Public Involvement Plan (PIP)	
Progress – Current Period	Anticipated Progress – Next Period
Activities <ul style="list-style-type: none"> • Posted regular to Facebook weekly and monitor progress with posts • Working with stakeholders for the Mohave County Safe Driving Campaign • Starting the Mohave County Safe Driving Campaign with stakeholders • Reviewed the first commercials for the Distracted Driving Campaign for Lake Havasu City • Staff attended a Metroquest Webinar Millennials to Boomers – How MDOT Involved 6,300 for its LRTP <p>(2% SPR)</p>	Future Activities <ul style="list-style-type: none"> • Continually updating stakeholder lists • Looking for additional ways to contact the public for their participation • Working with stakeholders for the Mohave County Safe Driving Campaign • Post the first commercials for the Distracted Driving Campaign for Lake Havasu City on Social Media and LHMPO website • Working with Kingman stakeholders for the next commercials.

Task Code: 700	
Task Title: Public Transit & Mobility Planning	
Progress – Current Period	Anticipated Progress – Next Period
Activities <ul style="list-style-type: none"> • Working with Jacobs on the LHMPO Transit Implementation Plan • Work with the LHC Mobility Transit Supervisor regarding the upcoming transit plan • Work with Phyllis Davis regarding the White Paper coming out 	Future Activities <ul style="list-style-type: none"> • LHMPO Transit Implementation Plan Meetings • Working with Jacobs for outreach to the stakeholders • Work with Phyllis Davis regarding the White Paper #1 Draft
(7% SPR)	

Task Code: 800	
Task Title: Environmental Overview	
Progress – Current Period	Anticipated Progress – Next Period
Activities <ul style="list-style-type: none"> • Continue gathering data for sustainable and livable community information for future planning • Looking at funding mechanisms for expansion of the LHC sidewalks as well as bicycle street striping & signage for additional mobility access within the region 	Future Activities <ul style="list-style-type: none"> • Continue gathering data for sustainable and livable community information for future planning • Looking at funding mechanisms for expansion of the LHC sidewalks as well as bicycle street striping & signage for additional mobility access within the region
(0% SPR)	

Task Code: 900	
Task Title: Capital Expenditures	
Progress – Current Period	Anticipated Progress – Next Period
Activities <ul style="list-style-type: none"> • No activities at this time 	Future Activities <ul style="list-style-type: none"> • No future activities anticipated at this time


 Vincent Gallegos

 7/25/19
 Date

**LAKE HAVASU MPO
REQUEST FOR ACTION
August 13, 2019**

SUBJECT: Arizona State Transportation Board Update (Information Only)

SUBMITTED BY: Vinny Gallegos, LHMPO Director

AGENDA TYPE: Discussion Only

ATTACHMENTS:

No Attachments

SUMMARY/BACKGROUND:

One of the five Lake Havasu MPO Executive Board seats is represented by the Arizona Transportation Board or their designee. Yuma Vice Mayor Gary Knight is our District representative on the board and represents Mohave, Yavapai, Yuma, and La Paz Counties. Due to a greater distance for Mr. Knight and our meeting locations, he has designated Alvin Stump, ADOT district engineer as his designee for most board meetings. I have asked if Mr. Knight if he would be able to attend at least 1-2 Lake Havasu MPO Board meetings annually in an effort for our region to receive the best possible representation. He agreed and will make every effort to attend. At this meeting, he will provide an update on the activities of the State Transportation Board.

ACTION OPTION:

Discussion Only

OR

RECOMMENDATION:

**LAKE HAVASU MPO
REQUEST FOR ACTION
August 13, 2019**

SUBJECT: Safe Driving Campaign Update (Information Only)

SUBMITTED BY: Vinny Gallegos, LHMPO Director

AGENDA TYPE: Discussion Only

ATTACHMENTS:

Targeted on-line statistics results from Sparklight (aka CableOne)

SUMMARY/BACKGROUND:

The first two (2) of eight (8) videos have been produced and promoted a targeted on-line media engagement strategy. These videos focused on the Havasu region and warned about the dangers of distracted driving. The Lake Havasu City council proclaimed July 2019 as distracted driver awareness month. The next two videos will be filmed in the Kingman region with local personalities and environment. This is a county wide effort and campaign to warn about the dangers of distracted driving, speeding, and aggressive driving.

ACTION OPTION:

Discussion Only

OR

RECOMMENDATION:

Vinny Gallegos

From: Banks, Rebecca <Rebecca.Banks@sparklight.biz>
Sent: Wednesday, July 17, 2019 2:09 PM
To: Vinny Gallegos
Cc: Jeanette Buckley
Subject: Reporting for June
Attachments: July 2019.pdf; Lake Havasu MPO 0619 1.pdf; Lake Havasu MPO 0619 2.pdf

Hi Vinny,

Attached find the reporting for June. I am happy you are familiar with it but if you have any questions please reach out to me.

Highlights for targeting:

You were promised 100,000 impressions and we delivered 109,384

231 individuals clicked through to your page on the D3 website, that's a .21% CTR

Another 23 returned to the webpage to view it again or for more information

Rotary Park on Smoketree Ave. had an amazing .80% CTR While the shops at lake Havasu, Regional Medical Center and London Bridge were great too.

Close to 40% saw the spot all the way

Highlights for You tube:

You were promised 5000 views and we delivered 6869 views

29 individuals clicked through to your webpage, CTR .12%

23.25% saw the spot all the way through.... That's 295 people!!

This was viewed mostly on TV screens and mobile phones

Males are the strongest gender

I hope you are happy with the report, I sure am!!



Rebecca Banks

Integrated Media Consultant | **Sparklight**

T: 928-443-3380

C: 928-227-7286

F: 928-443-3304

210 E. Earll Drive, Phoenix, AZ 85012

Rebecca.banks@sparklight.biz

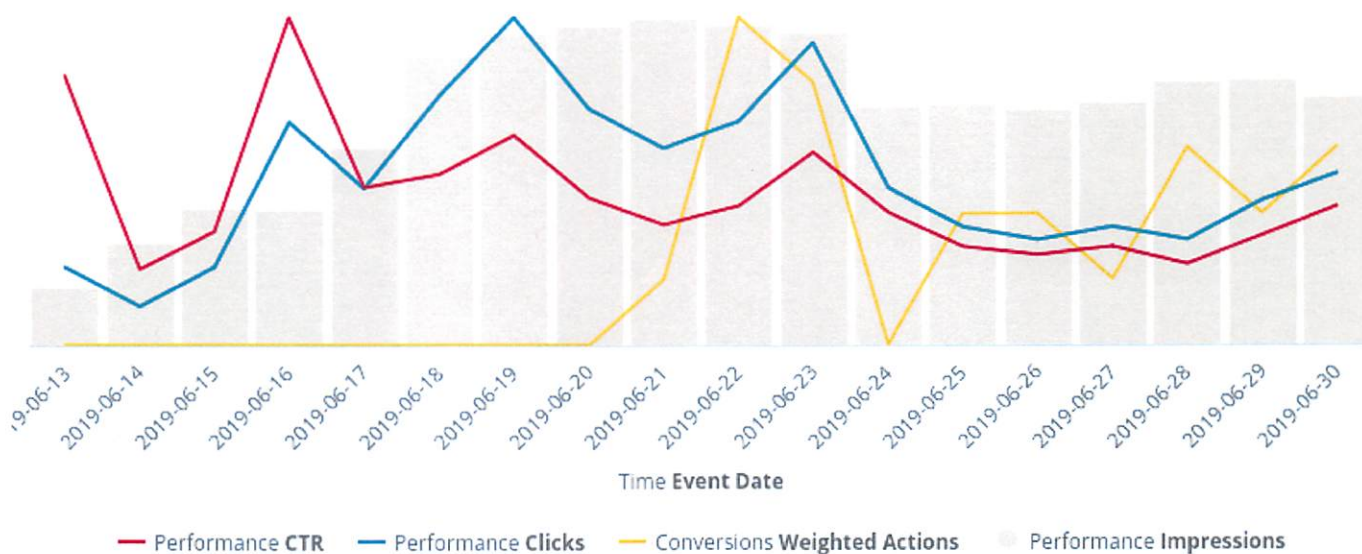
[Visit](#) | [Like](#) | [Follow](#) | [Watch](#)



Schedule a Meeting

Lake Havasu Metropolitan Planning Organization Monthly Report With Video and Geofences

Account Performance By Day With Actions (copy 18)



Total Performance With Geo-fencing (copy 17)

Companies Client Name	Performance Impressions	Performance Clicks	Performance CTR	Total Return Website Visits	Total GeoFence In-Store Visits
Lake Havasu Metropolitan Planning Organization (LHMPO)	109,384	231	0.21%	23	0

Account Performance by Tactic with Viewthroughs* (copy 18)

Campaign Campaign Name	Performance Impressions	Performance Clicks	Performance CTR	Conversions Clickthrough Other	Conversions Viewthrough Other	Total Return Website Visits
1 CableOne_Prescott_Distracted Driving LHMPO_SRT+KW(6.13.2019-4.30.2020)	50,160	79	0.16%	11	4	15
2 CableOne_Prescott_Distracted Driving LHMPO_CAT(6.13.19-4.30.20)	19,993	28	0.14%	7	1	8
3 CableOne_Prescott_Distracted Driving LHMPO_GEO FENCE(6.13.19-4.30.20)	38,966	122	0.31%	0	0	0
4 CableOne_Prescott_Distracted Driving LHMPO_SITE(6.24.2019-4.30.2020)	265	2	0.75%	0	0	0

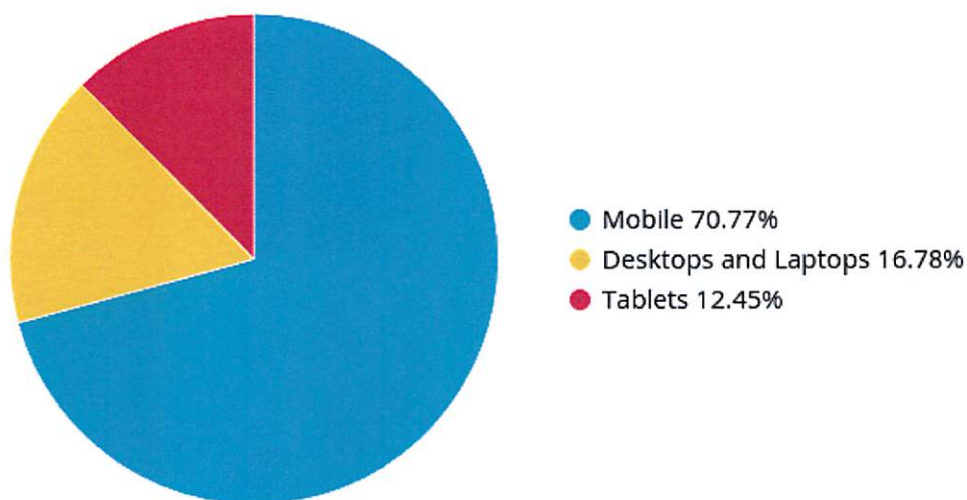
Top Geofences with Conversions* (copy 17)

Geography	Geo Fence Name	Performance Impressions	Performance Clicks	Performance CTR	Conversions Clickthrough Visits	Conversions Viewthrough Visits	Total Geofence In-Store Visits
1	Lake Havasu City Police Department 2360 McCulloch Blvd, N Lake Havasu City AZ 86403	7,877	10	0.13%	0	0	0
2	Havasu Regional Medical Center 101 Civic Center Lane Lake Havasu City AZ 86403	5,473	13	0.24%	0	0	0
3	London Bridge Resort 1477 Queens Bay Lake Havasu City AZ 86403	5,087	13	0.26%	0	0	0
4	The Shops at Lake Havasu 5601 AZ-95 #710 Lake Havasu City AZ 86404	3,643	13	0.36%	0	0	0
5	Starbucks 1881 Kiowa Ave Lake Havasu City AZ 86403	3,201	8	0.25%	0	0	0
6	Rotary Park 1400 S. Smoketree Ave Lake Havasu City AZ 86403	1,748	14	0.80%	0	0	0
7	The Nautical Beachfront Resort 1000 McCulloch Blvd, N Lake Havasu City AZ 86403	1,677	5	0.30%	0	0	0
8	Starbucks 55 Lake Havasu Ave #A Lake Havasu City AZ 86403	1,504	2	0.13%	0	0	0
9	Lake Havasu City Hall 2330 McCulloch Blvd Lake Havasu City AZ 86403	1,402	4	0.29%	0	0	0
10	Movies Havasu 180 Swanson Ave Lake Havasu City AZ 86403	1,234	2	0.16%	0	0	0
11	Lake Havasu High School 2675 Palo Verde S Lake Havasu City AZ 86403	1,104	1	0.09%	0	0	0
12	Mohave Community College 1977 W. Acoma Blvd Lake Havasu City AZ 86403	1,104	3	0.27%	0	0	0
13	Flying X Saloon 2146 McCulloch Blvd. N Lake Havasu City AZ 86403	1,040	3	0.29%	0	0	0
14	Grace Arts Live 2146 McCulloch Blvd. N. Lake Havasu City AZ 86403	856	3	0.35%	0	0	0
15	Lake Havasu Consolidated Court 2001 College Drive Lake Havasu City AZ 86403	826	2	0.24%	0	0	0

Video Performance (copy 6)

	Campaign Name	Impressions	Clicks	CTR	Start	Complete	Complete Rate
1	CableOne_Prescott_Distracted Driving LHMPO_SRT+KW(6.13.2019-4.30.2020)	50,160	79	0.16%	49,577	21,179	42.719%
2	CableOne_Prescott_Distracted Driving LHMPO_GEO FENCE(6.13.19-4.30.20)	38,966	122	0.31%	37,578	10,745	28.594%
3	CableOne_Prescott_Distracted Driving LHMPO_CAT(6.13.19-4.30.20)	19,993	28	0.14%	19,863	10,336	52.036%
4	CableOne_Prescott_Distracted Driving LHMPO_SITE(6.24.2019-4.30.2020)	265	2	0.75%	281	84	29.893%
Total		109,384	231	0.21%	107,299	42,344	39.464%

Impressions by Device Type (copy 26)



Impressions by Ad Size (copy 23)



Ad Performance (copy 23)

Companies	Client Name	Ad Ad Name	Ad Ad Size	Performance Impressions ▾	Performance Clicks	Performance CTR
1	Lake Havasu Metropolitan Planning Organization (LHMPO)	19LHMPODistGirldigi.mp4	Video	109,384	231	0.21%

Top Domains (copy 26)

Companies	Client Name	Domain Domain Name	Performance Impressions ▾
1	Lake Havasu Metropolitan Planning Organization (LHMPO)	https://honesttopaws.com	2,246
2	Lake Havasu Metropolitan Planning Organization (LHMPO)	https://www.thegatewaypundit.com	1,649
3	Lake Havasu Metropolitan Planning Organization (LHMPO)	https://www.aol.com	1,098
4	Lake Havasu Metropolitan Planning Organization (LHMPO)	https://www-m.cnn.com	1,046
5	Lake Havasu Metropolitan Planning Organization (LHMPO)	https://www.suggest.com	1,045
6	Lake Havasu Metropolitan Planning Organization (LHMPO)	https://www.top5.com	928
7	Lake Havasu Metropolitan Planning Organization (LHMPO)	https://www.dailymail.co.uk	720
8	Lake Havasu Metropolitan Planning Organization (LHMPO)	https://www.tickld.com	679
9	Lake Havasu Metropolitan Planning Organization (LHMPO)	https://www.washingtonexaminer.com	675
10	Lake Havasu Metropolitan Planning Organization (LHMPO)	https://eternallysunny.com	670

Top Keywords (copy 20)

Companies	Client Name	Keyword	Keyword Name	Performance Impressions
1	Lake Havasu Metropolitan Planning Organization (LHMPO)	family		4,522
2	Lake Havasu Metropolitan Planning Organization (LHMPO)	parenting_family_optimized_audience		3,813
3	Lake Havasu Metropolitan Planning Organization (LHMPO)	speed		3,617
4	Lake Havasu Metropolitan Planning Organization (LHMPO)	drive		3,220
5	Lake Havasu Metropolitan Planning Organization (LHMPO)	%21records		3,126
6	Lake Havasu Metropolitan Planning Organization (LHMPO)	%21children		3,043
7	Lake Havasu Metropolitan Planning Organization (LHMPO)	concert+tickets		2,856
8	Lake Havasu Metropolitan Planning Organization (LHMPO)	buy		2,038
9	Lake Havasu Metropolitan Planning Organization (LHMPO)	dui		1,211
10	Lake Havasu Metropolitan Planning Organization (LHMPO)	%21buying		1,144

Top Cities (copy 22)

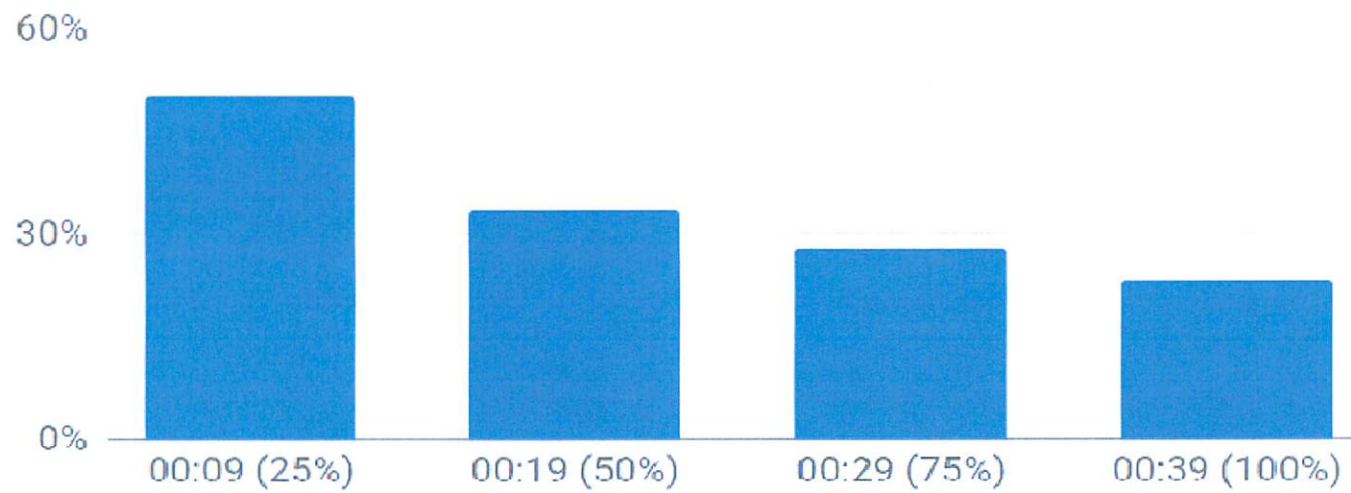
Companies	Client Name	Geography City	Geography Region	Performance Impressions
1	Lake Havasu Metropolitan Planning Organization (LHMPO)	Lake Havasu City	Arizona	20,102
2	Lake Havasu Metropolitan Planning Organization (LHMPO)	Kingman	Arizona	20,035
3	Lake Havasu Metropolitan Planning Organization (LHMPO)	Bullhead City	Arizona	19,458
4	Lake Havasu Metropolitan Planning Organization (LHMPO)	Fort Mohave	Arizona	5,200
5	Lake Havasu Metropolitan Planning Organization (LHMPO)	Golden Valley	Arizona	2,686
6	Lake Havasu Metropolitan Planning Organization (LHMPO)	Colorado City	Arizona	978
7	Lake Havasu Metropolitan Planning Organization (LHMPO)	Mohave Valley	Arizona	825
8	Lake Havasu Metropolitan Planning Organization (LHMPO)	Littlefield	Arizona	516
9	Lake Havasu Metropolitan Planning Organization (LHMPO)	Topock	Arizona	180
10	Lake Havasu Metropolitan Planning Organization (LHMPO)	Peach Springs	Arizona	162

Video



19LHMPODistGirldigi

Audience retention



[ALL VIDEOS >](#)

Selected keywords

Views ▼



c and music for



driving



car driving



music while driving



road trip



road closures



0

1.5K

3K

[ALL KEYWORDS >](#)

Devices



Mobile phones



Tablets



Computers



TV screens



■ 34.0% ■ 11.9% ■ 15.8% ■ 38.4%

Cost ▼



■ 37.8% ■ 11.8% ■ 13.9% ■ 36.5%

Impressions ▼



■ 36.6% ■ 10.9% ■ 14.1% ■ 38.4%

Views ▼

Bid adjustments

Mobile phones: —

Computers: —

Tablets: —

[DEVICES >](#)

Demographics

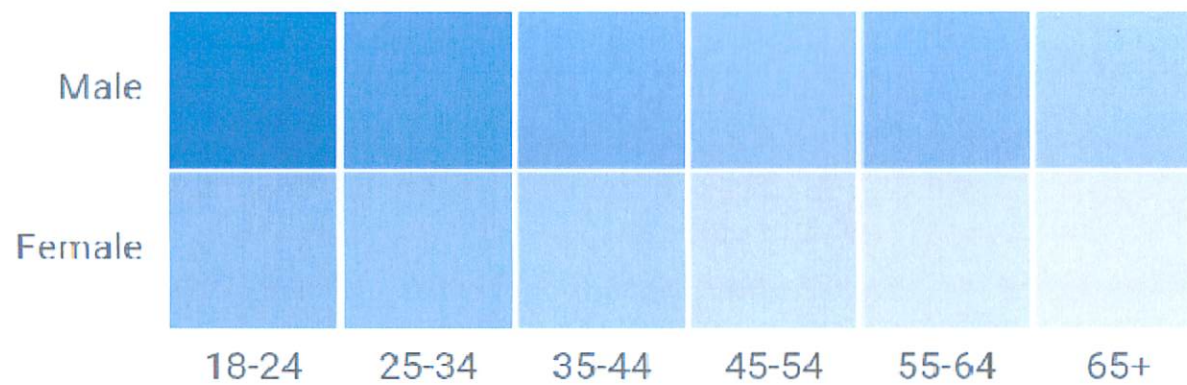
Views ▼



GENDER

GENDER & AGE

AGE



Based on the 69% of your video views with known gender and age. (?)



[ALL DEMOGRAPHICS >](#)

Day & hour

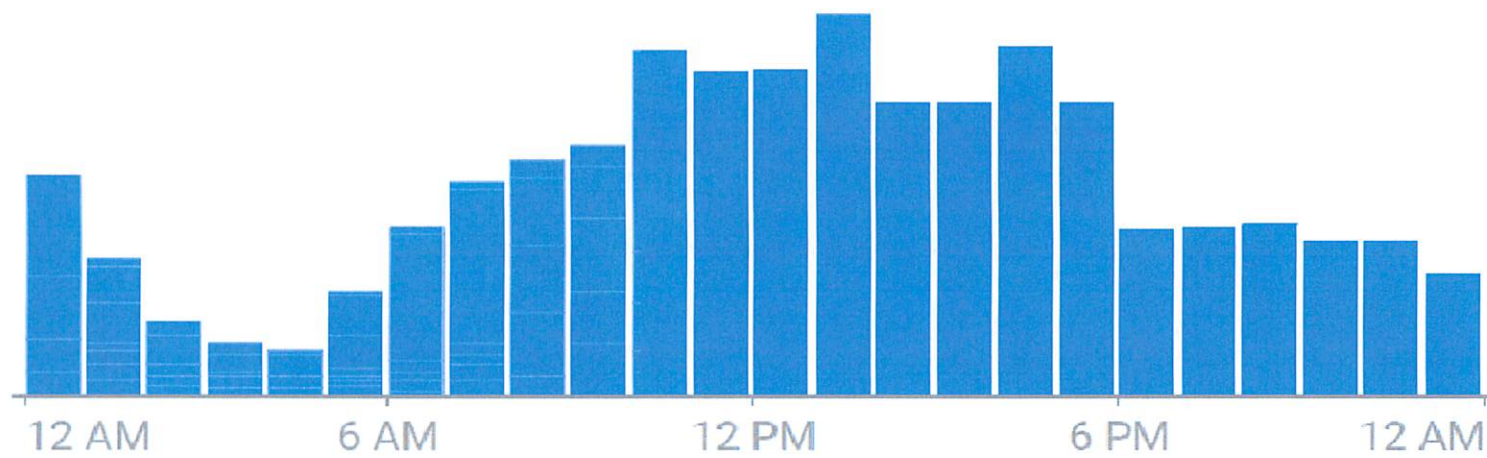
Views ▼



DAY

DAY & HOUR

HOUR



AD SCHEDULE >

Locations

Targeting Kingman, 864... (20)

Views ▼



LOCATIONS >

**LAKE HAVASU MPO
REQUEST FOR ACTION
August 13, 2019**

SUBJECT: Transit Plan Update (Information Only)

SUBMITTED BY: Vinny Gallegos, LHMPO Director

AGENDA TYPE: Discussion Only

ATTACHMENTS:

No Attachments

SUMMARY/BACKGROUND:

The MPO Regional Transit Feasibility and Implementation process has reached the half point of the overall study. The first working paper has been delivered. Working paper one illustrates the existing and future conditions. Staff is in the process of reviewing this document to ensure its accuracy.

The consultants, along with MPO staff have recently met with key community stakeholders to assess their needs for public transportation and potential partnerships. These stakeholder meetings were informative and extremely positive towards the planning and possible implementation. These stakeholder meetings included the following organizations:

Mohave Community College, ASU Havasu, Go Havasu, Havasu Regional Medical Center, Shops at Havasu, and the Chemehuvi Tribe. Additional meetings are still pending with Mohave County Department of Health and the Havasu Chamber of Commerce.

ACTION OPTION:

Discussion Only

OR

RECOMMENDATION:

**LAKE HAVASU MPO
REQUEST FOR ACTION
August 13, 2019**

SUBJECT: Lake Havasu MPO By-Laws
SUBMITTED BY: Vinny Gallegos, LHMPO Director
AGENDA TYPE: Discussion Only

ATTACHMENTS:

Letter from the City Manager proposing new TAC positions for the city

Lake Havasu MPO Amended By-Laws

SUMMARY/BACKGROUND:

July 1, 2019 Lake Havasu City reorganized and re-titled several employee positions. These city changes directly impacted the MPO by-laws, as they also described TAC positions and titles to represent the city that now no longer exist. The by-laws allow for recommended changes to be received from the MPO administrator (Director) or in this case the city administrator (City Manager). The MPO Director has requested of the City Manager provide the titles of the positions that will best represent the city on the MPO TAC. The proposed new positions on the TAC will be the Public Works Director, Community Development Director, and the City Manager. The by-laws require that the Executive Board be notified at least 15 days prior to their action in amending the by-laws. This will serve as the notification and the Executive Board may take action at their next meeting.

ACTION OPTION:

Discussion Only

OR

RECOMMENDATION:



LAKE HAVASU CITY

Office of City Manager Jess Knudson

July 26, 2019

LHMPO Executive Board
c/o Vinny Gallegos, Lake Havasu MPO

VIA EMAIL: gallegosv@lhcaz.gov

RE: MPO TAC Bylaws and Update to City Representation

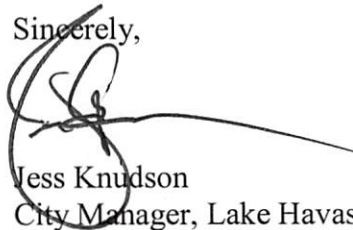
Dear Chairman Sheehy and Executive Board Members,

Due to the recent reorganization of several City departments, please consider updating the MPO TAC bylaws to reflect the following City representation:

Operations Director to *Public Works Director or designee*
Zoning Administrator/Planner to *Development Services Director or designee*
Assistant City Engineer to *City Manager or designee*

Please do not hesitate to reach out to me with any questions or concerns.

Sincerely,



Jess Knudson
City Manager, Lake Havasu City

LAKE HAVASU METROPOLITAN PLANNING ORGANIZATION

BYLAWS

Adopted September 10, 2013

Amended July 8, 2014

Amended February 10, 2015

Amended March 14, 2017

Amended September 10, 2019

SECTION I - OBJECTIVES:

The objective of the Lake Havasu Metropolitan Planning Organization (“LHMPO”) is to plan, coordinate, and integrate activities necessary to meet the transportation needs of Lake Havasu City and certain adjoining areas of Mohave County. This will be accomplished through a coordinated effort by Lake Havasu City, Mohave County, and the Arizona Department of Transportation (“ADOT”).

LHMPO is not, nor is it intended to be a substitute for local government. It is; however, an entity through which participating agencies may work on local transportation issues and coordinate efforts.

SECTION II – PLANNING AREA:

The area that permitted LHMPO to be designated as a Metropolitan Planning Organization (“MPO”) under federal and state law is the Lake Havasu City Urbanized Area, as shown on Exhibit “A” of Lake Havasu City Resolution 13-2698 forming LHMPO (the defined terms of which are included in these Bylaws). The Planning Area Boundary of LHMPO, as may be amended from time to time, includes the areas of Lake Havasu City and unincorporated areas of Mohave County known as Horizon Six and Desert Hills as shown on Exhibit “A” of these Bylaws.

SECTION III - ORGANIZATION:

The LHMPO is organized as shown on Exhibit “B” of these Bylaws. Jurisdictions that make up the LHMPO include Lake Havasu City, Mohave County, and ADOT. Elected officials (except for ADOT's representative, who is appointed by the Governor of the State of Arizona) from each of those agencies make up the Executive Board; and technical staff make up a Technical Advisory Committee (“TAC”). In addition, there may be other special committees such as technical subcommittees and/or citizen tasks forces. Each group is defined below:

- A. ***Executive Board.*** The LHMPO Executive Board consists of elected officials from Lake Havasu City and Mohave County, and one member from ADOT’s State Transportation Board who is appointed to the State Transportation Board by the Governor or designee, who must be an employee of ADOT. It is the function of the Executive Board to act as a policy body, coordinating and directing transportation planning, implementation thereof (as authorized by the Executive Board), and related activities within the overall MPO area planning process.

1. Executive Board Membership

- (a) To be an eligible member of the Executive Board, that person must be a duly elected member of a governing body of a unit of local government located in the LHMPO area, except the ADOT member. Each unit of local government and the State Transportation Board shall designate the person or persons among its duly elected governing body or, appointed to the State Transportation Board by the Governor that shall serve as primary member(s) of the LHMPO Executive Board. At its discretion, each government entity may select alternates who are duly elected members of the governing body or a duly qualified employee designated by the State Transportation Board's LHMPO representative, when the primary member(s) is not available. The alternate(s) will have the same voting power and duties of the primary member(s). Where an agency has multiple representatives, Primary members may also be designated as Alternates.
- (b) Designation of Primary and Alternate members (as well as the priority of qualification for service among Alternates) shall be in accordance with statute, ordinance, or regulation governing each agency, and written verification shall be provided in a timely manner at least annually to the LHMPO Manager.
- (c) The Executive Board shall be comprised of the following members:

Jurisdiction	Number of Members
Lake Havasu City	Three (3)
Mohave County	One (1)
Arizona State Transportation Board	One (1)
Total	Five (5)

- (d) Any member, who for any reason shall no longer be in the service of the governmental unit jurisdiction, shall have his/her position vacated automatically and another member shall be appointed by the appropriate governmental unit.

2. Voting

- (a) Executive Board Members representing the following units of government are voting members of the LHMPO: Lake Havasu City, Mohave County and the Arizona State Transportation Board or ADOT designee.
- (b) Each represented jurisdiction/entity of the LHMPO shall have the following assigned number of votes:

Jurisdiction	Number of Votes
Lake Havasu City	Three (3)
Mohave County	One (1)
Arizona State Transportation Board	One (1)
Total	Five (5)

- (c) The number of votes a voting member carries from his/her jurisdiction must be declared at the first meeting when officers are elected. The number of votes for each member will remain the same unless changed by written notice to LHMPO. Upon the absence of a primary member at any particular meeting, his/her votes may be cast by an alternate member from the same jurisdiction, declared at the beginning of the meeting.
- (d) Any declaration of abstention or conflict of interest must be stated prior to

discussion of that particular agenda item.

3. Officers

- (a) The members of the LHMPO shall elect the following officers: Chair, Vice Chair, and Secretary-Treasurer. In the absence of the Chair, or upon his/her inability to act or serve, the Vice Chair shall have the powers of the Chair. The Chair, Vice Chair, and Secretary-Treasurer will serve without compensation and, shall serve for a period of one year. The members of the Executive Board may hold more than one office (except those of Chair and Vice Chair), at the same time, as the Executive Board may consider necessary and appropriate.
- (b) The Chair shall be able to vote on all matters before the LHMPO Executive Board. He/she shall sign on behalf of the LHMPO all documents requiring signatures and shall perform all other duties required of the Chair. The LHMPO Executive Board may delegate to the LHMPO Manager such signatures it deems appropriate and/or necessary.
- (c) The LHMPO Secretary-Treasurer shall have the custody and control of the funds, and shall report the state of the finances of the LHMPO at the close out of the fiscal year. He/she shall have the responsibility for keeping the minutes and such books, resolutions, or other services that may be required by the LHMPO. He/she shall perform other such services as required by the LHMPO and shall serve without compensation. The LHMPO Executive Board may delegate to an employee, or employees, of the LHMPO any or all of the duties and powers of the Secretary-Treasurer, with the exception of the Audit Committee.
- (d) If required by the LHMPO, the Secretary-Treasurer, and/or any employee, or retained consultant so delegated any or all of his/her functions, shall give the LHMPO a bond in such, and with such surety or sureties as shall be satisfactory to the LHMPO, for the faithful performance of the duties of this office.

4. Responsibilities

- (a) The LHMPO Executive Board is responsible for all actions, agreements, and functions to be carried out by the LHMPO.
- (b) The LHMPO is responsible for development of the following essential products:
 - 1. Regional Transportation Plan;
 - 2. Transportation Improvement Program with its Annual Element (TIP/AE);
 - 3. Title VI Civil Rights Review;
 - 4. Planning Work Program and Budget;
 - 5. Audit of LHMPO; and
 - 6. Air Quality Conformity Analyses.
- (c) Other products deemed essential, may be authorized by the Executive Board, and specified in the Planning Work Program.

5. Meetings.

- (a) The Executive Board of the LHMPO shall follow the Open Meeting Laws of Arizona.
- (b) Parliamentary procedure at all meetings shall be governed by Chapter 2.04 of the Lake Havasu City Code, except as otherwise modified herein or unless the Rules are suspended by a majority vote of all voting members.
- (c) A quorum shall be required for the conduct of any business. The attendance of

two of the governmental units and no less than three Executive Board Members of the LHMPO shall constitute a quorum for the transaction of business.

- (d) The LHMPO Executive Board shall meet once each month or as deemed necessary by majority vote of the Executive Board. The Executive Board will hold a meeting at a minimum, once per calendar quarter (three months). The time, date, and location of all Executive Board meetings will be determined by the Chair of the Executive Board, or by majority vote of the Executive Board. The time, date, and location of regular meetings will be posted at least twenty-four (24) hours in advance. The notices of the meetings shall conform to the Open Meeting Laws of Arizona. Members will be notified of all meetings.

- B. **Technical Advisory Committee (TAC).** The LHMPO's Technical Advisory Committee (TAC) is composed of technical and/or managerial staff representatives from each of the participating agencies. In addition, there may be one or more ex-officio, non-voting representatives from each agency of the Federal Highway Administration, Federal Transit Administration, Environmental Protection Agency, and Havasu Mobility.

The TAC has authority and primary responsibility to conduct technical reviews and analyses regarding all work activities of the Planning Work Program, and any related issues specified by the LHMPO's Executive Board, and to so advise the Executive Board on appropriate actions to be taken. The TAC works closely with the LHMPO staff, providing guidance and direction for development of the annual Planning Work Program and Budget and work activities defined therein.

1. Membership.

- A. Voting membership on the TAC shall have knowledge in any of the following transportation, or comparable, disciplines:

- (a) Highways
- (b) Public Works
- (c) Engineering
- (d) Aeronautics
- (e) Transit Systems
- (f) Planning

- B. Membership should be represented as follows:

Lake Havasu City – Three (3) positions:

- ~~Operations Director or designee~~ **Public Works Director or designee**
- ~~Assistant City Engineer or designee~~ **City Manager or designee**
- ~~Zoning Administrator/Planner or designee~~ **Development Service Director or designee**

Mohave County - Two (2) positions:

- County Engineer or designee
- Public Works Director or designee

Western Arizona Council of Governments (WACOG) – One (1) Position:

- Transportation Program Manager

Arizona Department of Transportation- Two (2) positions:

- Assistant Director or designee for Transportation Policy, Planning, and Programming (MPD)

- Northwest District Engineer or designee
- C. Membership shall be recommended to the TAC, as necessary, in any of the following ways:
- (a) Request for nomination by any member of the TAC
 - (b) Request for nomination by staff
 - (c) Request for nomination by any member entity of the LHMPO

Nominations originating from a local jurisdiction shall be accompanied by a letter from the appropriate City/County administrator approving membership to the TAC. Nominations shall be referred by the TAC to the LHMPO Executive Board for approval.

The person in each of the above named positions may, by a written statement to the Chair of the Executive Board and the Technical Advisory Committee, designate a regular alternate. Non-regular alternates (i.e., for a particular meeting) must be declared at the beginning of the meeting.

In addition to the voting members listed above, one or more ex-officio non-voting representatives from the staffs of the member jurisdictions; the Federal Highway Administration, Federal Transit Administration, the Environmental Protection Agency, and Havasu Mobility may participate on issues of concern and/or subjects of particular technical expertise.

2. Voting.

- (a) Each represented jurisdiction/ entity of the TAC shall have the following assigned number of votes:

Jurisdiction	Number of Votes
Lake Havasu City	Three (3)
Mohave County	Two (2)
ADOT	Two (2)
WACOG	<u>One (1)</u>
Total	Eight (8)

- (b) The number of votes for each member will remain the same unless changed by written notice to the LHMPO. Upon absence of a primary member at any particular meeting, his/her votes may be cast by an alternate member from the same jurisdiction, declared at the beginning of the meeting.

- (c) The members of the LHMPO TAC will elect at an annual meeting the following officers: Chair and Vice Chair. In the absence of the Chair, or upon his/her ability to act or serve, the Vice Chair shall have the powers of the Chair. The Chair and Vice Chair shall serve without compensation and for a period of one year.

3. Responsibilities.

The LHMPO TAC shall be responsible for reviewing, studying, analyzing, and as appropriate, making recommendations to the LHMPO Executive Board on issues germane to the LHMPO.

4. Meetings.

(a) Parliamentary procedure at all meetings shall be governed by Chapter 2.04 of the Lake Havasu City Code, except as otherwise modified herein or unless the Rules are suspended by a majority vote of all voting members.

(b) A quorum shall be required for the conduct of any business. A majority of no less than Five (5) voting members of the LHMPO TAC shall constitute a quorum for the transaction of business.

(c) The LHMPO TAC shall meet regularly once each month, unless determined otherwise by the Chair of the TAC or by a majority vote of the TAC, but not less than quarterly. Members will be notified of all meetings.

- C. ***Special Committees.*** Special LHMPO committees may be created by the LHMPO Executive Board as deemed necessary. A special committee may be either an ad hoc committee for a specific work task, or a standing committee for one or more work tasks. Any such special committee will be responsible to the LHMPO Executive Board.

At the direction of the Executive Board, subcommittees may be formed to investigate some particular work task/issue germane to the LHMPO.

1. Powers and Duties

The LHMPO Executive Board shall define the duties, and authorize the powers of all special committees. Special committees shall follow parliamentary procedures as defined in these Bylaws for the Executive Board and Technical Advisory Committee. Special committees, shall observe the Open Meeting Laws of Arizona.

2. Membership

Membership on a special committee shall be determined by the LHMPO Executive Board. The LHMPO Executive Board may appoint, at its discretion, any individual it deems qualified to serve on a special committee.

Section IV - Finances:

Financial services will be provided by the Lake Havasu City Administrative Services Department as specified in the Intergovernmental Agreement established between LHMPO and Lake Havasu City. In addition to adhering to laws and regulations governing federal and state grants, LHMPO will adhere to Lake Havasu City codes and policies relating to budget and procurement.

A. ***Fiscal Year.*** The LHMPO fiscal year shall commence on July 1 of each year.

B. ***Funding.*** The LHMPO shall have the power to receive funds from any public source including, but not limited to, federal, state and local governments. Funds received from other sources must meet the guidelines set forth by Federal Highway Administration and the Arizona Department of Transportation.

C. ***Audit.*** The Secretary-Treasurer shall call for an annual audit of the financial affairs of the LHMPO to be made by a certified public accountant (CPA) selected by the voting members of the LHMPO if the following condition is applicable. Pursuant to U.S. Office of Management and Budget (OMB) Circular A-133, any MPO that expends \$750,000 or

more of federal assistance in a fiscal year is required to have a single audit conducted by an independent CPA for that year. Any audit requested outside of this guideline shall be the financial responsibility of the party requesting.

Section V – Amendment of Bylaws:

These Bylaws may be amended by a majority vote of the LHMPO Executive Board at any scheduled meeting, provided written notice of proposed amendment were provided not less than fifteen (15) days prior to the meeting at which they are to be voted upon.

AMENDED AND READOPTED, at a meeting of the Executive Board of the Lake Havasu Metropolitan Planning Organization held September 10, 2019.

Lake Havasu Metropolitan Planning Organization

Cal Sheehy
Chair

Attest:

Vinny Gallegos, LHMPO Director

Approved as to Form:

Attorney for LHMPO

**LAKE HAVASU MPO
REQUEST FOR ACTION
August 13, 2019**

SUBJECT: Lake Havasu MPO Regional Transportation Plan

SUBMITTED BY: Vinny Gallegos, LHMPO Director

AGENDA TYPE: Discussion Only

ATTACHMENTS:

No Attachments

SUMMARY/BACKGROUND:

A requirement of MPOs every 5 years is to produce a 25-year Regional Transportation Plan (RTP). The last RTP performed by the MPO was for 2015 – 2040. This next RTP should cover the years of 2020 – 2045. In effort to develop the best possible RTP a consultant should be hired to complete the RTP. In Arizona, MPOs have been approved to set aside monies annually and roll over funds to conduct this plan every five (5) years. MPO staff will begin to develop a scope of work to be included in a “Request for Qualifications” (RFQ) to solicit consultation services. At this time, MPO staff is requesting input from the MPO Executive Board and the TAC for the development of the scope. Input may be received by email or at the TAC meeting on Tuesday August 27, 2019.

ACTION OPTION:

Discussion Only

OR

RECOMMENDATION:

**LAKE HAVASU MPO
REQUEST FOR ACTION
August 13, 2019**

SUBJECT: 2020 Title VI Plan

SUBMITTED BY: Vinny Gallegos, LHMPO Director

AGENDA TYPE: Public Hearing – Discussion / Possible Action

ATTACHMENTS:

2020 Title VI Plan with Complaint Log

SUMMARY/BACKGROUND:

The 2020 Title VI Plan is updated to add the language requested by FHWA and FTA. The 2020 Title VI Plan will be forwarded to ADOT Title VI Division.

ACTION OPTION:

Motion to approve the 2020 Title VI Plan

OR

Motion to approve the 2020 Title VI Plan, with the noted changes

RECOMMENDATION:

Motion to approve the 2020 Title VI Plan

Title VI Plan

Nondiscrimination in Federally Assisted Programs
Relating to Transportation Planning and Transportation Improvements



Lake Havasu Metropolitan Planning Organization
900 London Bridge Road - Transit Bldg. B
Lake Havasu City, AZ 86404
www.LHMPO.org

Endorsed and Approved on August 13, 2019, by the:
Lake Havasu Metropolitan Planning Organization
Executive Board

Contact:

Vincent Gallegos
Title VI Coordinator
900 London Bridge Road, Bldg. B
Lake Havasu City, AZ 86404
Phone: (928) 453-2823
Email: GallegosV@lhcaz.gov
[www."LHMPO".org](http://www.LHMPO.org)

En Español:

Para más información, o si está interesado en participar en el planeamiento del proceso de transporte en su comunidad y necesita asistencia con el idioma, por favor comuníquese:

Señor Gallegos
Teléfono: (928) 453-2823
GallegosV@lhcaz.gov

Lake Havasu Metropolitan Planning Organization “LHMPO”

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I. INTRODUCTION

The **Lake Havasu Metropolitan Planning Organization “LHMPO”**, as a condition to receiving Federal financing assistance from the Federal Transit Administration (FTA), Federal Highways Administration (FHWA), and Arizona Department of Transportation (ADOT) agrees to comply with the Title VI of the Civil Rights Act of 1964 and 1994 Presidential directive of 1994, Executive Order 12898.

II. POLICY STATEMENT

The Lake Havasu Metropolitan Planning Organization “LHMPO” is committed to insure that no person is discriminated against on the grounds of race, color, national origin, and/or disability, limited proficiency in English, as provided by Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, Section 504 of the Rehabilitation Act of 1973, Americans with Disabilities Act of 1990 (ADA), Executive Order 12898 (Environmental Justice), Executive Order 13166 (Limited English Proficiency, Code of Federal Regulations 49 Part 21, Code of Federal Regulations 23 Part 200, and Code of Federal Regulations Part 303.

The “LHMPO” strives to ensure nondiscrimination in all of its programs and activities, whether those programs and activities are federally funded or not. As a sub-recipient of federal funding, the “LHMPO” is responsible for initiating and monitoring Title VI activities and preparing required reports, technical assistance and training. The LHMPO’s contractors / consultants must also comply with this policy.

By:_____

Date:_____

Vincent Gallegos, Director
Lake Havasu MPO

III. CERTIFICATION and ASSURANCES

Lake Havasu Metropolitan Planning Organization **Title VI Assurances**

The **Lake Havasu Metropolitan Planning Organization** (herein referred to as the "Recipient"), HEREBY AGREES THAT, as a condition to receiving any Federal financial assistance from the U.S. Department of Transportation (DOT), through *Federal Highway Administration and Arizona Department of Transportation*, is subject to and will comply with the following:

Statutory/Regulatory Authorities

- 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);
- 49 C.F.R. Part 21 (entitled *Non-discrimination In Federally-Assisted Programs Of The Department Of Transportation--Effectuation Of Title VI Of The Civil Rights Act Of 1964*);
- 28 C.F.R. section 50.3 (U.S. Department of Justice Guidelines for Enforcement of Title VI of the Civil Rights Act of 1964);

The preceding statutory and regulatory cites hereinafter are referred to as the "Acts" and "Regulations," respectively.

General Assurances

In accordance with the Acts, the Regulations, and other pertinent directives, circulars, policy, memoranda and/or guidance, the Recipient hereby gives assurances that it will promptly take any measures necessary to ensure that:

"No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity, for which the Recipient receives Federal financial assistance from DOT, including the Federal Highway Administration.

The Civil Rights Restoration Act of 1987 clarified the original intent of Congress, with respect to Title VI and other Non-discrimination requirements (The Age Discrimination Act of 1975, and Section 504 of the Rehabilitation Act of 1973), by restoring the broad, institutional-wide scope and coverage of these non-discrimination statutes and requirements to include all programs and activities of the Recipient, so long as any portion of the program is Federally assisted.

Specific Assurances

More specifically, and without limiting the above general Assurance, the Recipient agrees with and gives the following Assurances with respect to its *Federal Aid Highway Program*.

1. The Recipient agrees that each "activity," "facility," or "program," as defined in §§ 21.23 (b) and 21.23 (e) of 49 C.F.R. § 21 will be (with regard to an "activity") facilitated, or will be (with regard to a "facility") operated, or will be (with regard to a "program") conducted in compliance with all requirements imposed by, or pursuant to the Acts and the Regulations.
2. The Recipient will insert the following notification in all solicitations for bids, Requests For Proposals for work, or material subject to the Acts and the Regulations made in connection with all *Federal Aid Highway Program* and, in adapted form, in all proposals for negotiated agreements regardless of funding source:

*"The **Lake Havasu Metropolitan Planning Organization**, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252.42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award."*

3. The Recipient will insert the clauses of this Assurance in every contract or agreement subject to the Acts and the Regulations.
4. The Recipient will insert the clauses of Appendix B of this Assurance, as a covenant running with the land, in any deed from the United States effecting or recording a transfer of real property, structures, use, or improvements thereon or interest therein to a Recipient.
5. That where the Recipient receives Federal financial assistance to a construct a facility or part of a facility, the Assurance will extend to the entire facility and facilities operated in connection therewith.
6. That where the Recipient receives Federal financial assistance in the form, or for the acquisition of real property or an interest in real property, the Assurance will extend to rights to space on, over, or under such property.
7. That the Recipient will include the clauses set forth in Appendix C and Appendix D of this Assurance, as a covenant running with the land, in any future deeds, leases, licenses, permits, or similar instruments entered into by the Recipient with other parties:
 - a. for the subsequent transfer of real property acquired or improved under the applicable activity, project, or program; and
 - b. for the construction or use of, or access to, space on, over, or under real property acquired or improved under the applicable activity, project or program.

8. That this Assurance obligates the Recipient for the period during which Federal financial assistance is extended to the program, except where the Federal financial assistance is to provide, or is in the form of, personal property, or real property, or interest therein, or structures or improvements thereon, in which case the Assurance obligates the Recipient, or any transferee for the longer of the following periods:
 - a. the period during which the property is used for a purpose for which the Federal financial assistance is extended, or for another purpose involving the provision of similar services or benefits; or
 - b. the period during which the Recipient retains ownership or possession of the property.
9. The Recipient will provide for such methods of administration for the program as are found by the Secretary of Transportation or the official whom he/she delegates specific authority to give reasonable guarantee that it, other recipients, sub-recipients, sub-grantees, contractors, subcontractors, consultants, transferees, successors in interest, and other participants of Federal financial assistance under such program will comply with all requirements imposed or pursuant to the Acts, the Regulations, and this Assurance.
10. The Recipient agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the Acts, the Regulations, and this Assurance.

By signing this ASSURANCE, **Lake Havasu Metropolitan Planning Organization** also agrees to comply (and require any sub-recipients, sub-grantees, contractors, successors, transferees, and/or assignees to comply) with all applicable provisions governing *Federal Highway Administration or Arizona Department of Transportation* access to records, accounts, documents, information, facilities, and staff. You also recognize that you must comply with any program or compliance reviews, and/or complaint investigations conducted by the *Federal Highway Administration or Arizona Department of Transportation*. You must keep records, reports, and submit the material for review upon request to *Federal Highway Administration, Arizona Department of Transportation*, or its designee in timely, complete, and accurate way. Additionally, you must comply with all other reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance.

Lake Havasu Metropolitan Planning Organization gives this ASSURANCE in consideration of and for obtaining any Federal grants, loans, contracts, agreements, property, and/or discounts, or other Federal-aid and Federal financial assistance extended after the date hereof to the recipients by the U.S. Department of Transportation under the *Federal Highway Administration and Arizona Department of Transportation*. This ASSURANCE is binding on Arizona, other recipients, sub-recipients, sub-grantees, contractors,

subcontractors and their subcontractors', transferees, successors in interest, and any other participants in the *Federal Aid Highway Program*. The person(s) signing below is authorized to sign this ASSURANCE on behalf of the Recipient.

By _____ Date _____
Vincent Gallegos, Director – Title VI Coordinator
Lake Havasu Metropolitan
Planning Organization

Appendix A

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees as follows:

1. **Compliance with Regulations:** The contractor (hereinafter includes consultants) will comply with the Acts and the Regulations relative to Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation, *Federal Highway Administration or the Arizona Department of Transportation*, as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.
2. **Non-discrimination:** The contractor, with regard to the work performance by it during the contract, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor will not participate directly or indirectly in the discrimination prohibited by the Acts and the Regulations, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR Part 21.
3. **Solicitations for Subcontracts, Including Procurements of Materials and Equipment:** In all solicitations, either by competitive bidding, or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the contractor of the contractor's obligations under this contract and the Acts and Regulations relative to Non-discrimination on the grounds of race, color, or national origin.
4. **Information and Reports:** The contractor will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Recipient, the *Federal Highway Administration or Arizona Department of Transportation* to be pertinent to ascertain compliance with such Acts, Regulations, and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish the information, the contractor will so certify to the Recipient, the *Federal Highway Administration, or Arizona Department of Transportation*, as appropriate, and will set forth what efforts it has made to obtain the information.
5. **Sanctions for Noncompliance:** In the event of a contractor's noncompliance with the Non-discrimination provisions of this contract, the Recipient will impose such contract sanctions as it or the *Federal Highway Administration or Arizona Department of Transportation*, may determine to be appropriate, including, but not limited to:

- a. withholding payments to the contractor under the contract until the contractor complies; and/or
 - b. Cancelling, terminating, or suspending a contract, in whole or in part.
- 6. Incorporation of Provisions: The contractor will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The contractor will take action with request to any subcontract or procurement as the Recipient, the *Federal Highway Administration, or Arizona Department of Transportation* may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the contractor becomes involved in, or is threatened with litigation by a subcontractor or supplier because of such direction, the contractor may request the Recipient to enter into any litigation to protect the interests of the Recipient. In addition, the contractor may request the United States to enter into the litigation to protect the interests of the United States.

Appendix B

CLAUSES FOR DEEDS TRANSFERRING UNITED STATES PROPERTY

The following clauses will be included in deeds effecting or recording the transfer of real property, structures, or improvements thereon, or granting interest therein from the United States pursuant to the provisions of Assurance 4:

NOW, THEREFORE, the U.S. Department of Transportation as authorized by law and upon the condition that **Lake Havasu Metropolitan Planning Organization** will accept title to the lands and maintain the project constructed thereon in accordance with Title 23, United States Code the Regulations for the Administration of *Federal Aid for Highways*, and the policies and procedures prescribed by the *Arizona Department of Transportation ,Federal Highway Administration* and the U.S. Department of Transportation in accordance and in compliance with all requirements imposed by Title 49, Code of Federal Regulations, U.S. Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation pertaining to and effectuating the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252;42 U.S.C. § 2000d to 2000d-4), does hereby remise, release, quitclaim and convey unto the **Lake Havasu Metropolitan Planning Organization** all the right, title and interest of the U.S. Department of Transportation in and to said lands described in Exhibit A attached hereto and made a part hereof.

(HABENDUM CLAUSE)

TO HAVE AND TO HOLD said lands and interests therein unto **Lake Havasu Metropolitan Planning Organization** and its successors forever, subject, however, to the covenants, conditions, restrictions and reservations herein contained as follows, which will remain in effect for the period during which the real property or structures are used for a purpose for which Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits and will be binding on the **Lake Havasu Metropolitan Planning Organization**, its successors and assigns.

The **Lake Havasu Metropolitan Planning Organization** ,in consideration of the conveyance of said lands and interests in lands, does hereby covenant and agree as a covenant running with the land for itself, its successors and assigns, that (1) no person will on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination with regard to any facility located wholly or in part on, over, or under such lands hereby conveyed [.] [and]* (2) that the **Lake Havasu Metropolitan Planning Organization** will use the lands and interests in lands and interests in lands so conveyed, in compliance with all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, U.S. Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation,

Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations and Acts may be amended[, and (3) that in the event of breach of any of the above-mentioned non-discrimination conditions, the Department will have a right to enter or re-enter said lands and facilities on said land, and that above described land and facilities will thereon revert to and vest in and become the absolute property of the U.S. Department of Transportation and its assigns as such interest existed prior to this instruction].*

*Reverter clause and related language to be used only when it is determined that such a clause is necessary in order to make clear the purpose of Title VI.

Appendix C

CLAUSES FOR TRANSFER OF REAL PROPERTY ACQUIRED OR IMPROVED UNDER THE ACTIVITY, FACILITY, OR PROGRAM

The following clauses will be included in deeds, licenses, leases, permits, or similar instruments entered into by the **Lake Havasu Metropolitan Planning Organization** pursuant to the provisions of Assurance 7(a):

- A. The (grantee, lessee, permittee, etc. as appropriate) for himself/herself, his/her heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree [in the case of deeds and leases add "as a covenant running with the land"] that:
 - 1. In the event facilities are constructed, maintained, or otherwise operated on the property described in this (deed, license, lease, permit, etc.) for a purpose for which a U.S. Department of Transportation activity, facility, or program is extended or for another purpose involving the provision of similar services or benefits, the (grantee, licensee, lessee, permittee, etc.) will maintain and operate such facilities and services in compliance with all requirements imposed by the Acts and Regulations (as may be amended) such that no person on the grounds of race, color, or national origin, will be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities,
- B. With respect to licenses, leases, permits, etc., in the event of breach of any of the above Non-discrimination covenants, **Lake Havasu Metropolitan Planning Organization** will have the right to terminate the (lease, license, permit, etc.) and to enter, re-enter, and repossess said lands and facilities thereon, and hold the same as if the (lease, license, permit, etc.) had never been made or issued.*
- C. With respect to licenses, leases, permits, etc., in the event of breach of any of the above Non-discrimination covenants, **Lake Havasu Metropolitan Planning Organization** will have the right to enter or re-enter the lands and facilities thereon, and the above described lands and facilities will there upon revert to and vest in and become the absolute property of the **Lake Havasu Metropolitan Planning Organization** and its assigns*.

*Reverter clause and related language to be used only when it is determined that such a clause is necessary to make clear the purpose of Title VI.

Appendix D

CLAUSES FOR CONSTRUCTION/USE/ACCESS TO REAL PROPERTY ACQUIRED UNDER THE ACTIVITY, FACILITY OR PROGRAM

The following clauses will be included in deeds, licenses, permits, or similar instruments/agreements entered into by **Lake Havasu Metropolitan Planning Organization** pursuant to the provisions of Assurance 7(b):

- A. The (grantee, licensee, permittee, etc., as appropriate) for himself/herself, his/her heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree (in the case of deeds and leases add, "as a covenant running with the land") that (1) no person on the ground of race, color, or national origin, will be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities, (2) that in the construction of any improvements on, over, or under such land, and the furnishing of services thereon, no person on the ground of race, color, or national origin, will be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination, (3) that the (grantee, licensee, lessee, permittee etc.) will use the premises in compliance with all other requirements imposed by or pursuant to the Acts and Regulations, as amended set forth in this Assurance.
- B. With respect to (licenses, leases, permits, etc.), in the event of breach of any of the above Non-discrimination covenants, **Lake Havasu Metropolitan Planning Organization** will have the right to terminate the (license, permit, etc., as appropriate) and to enter or re-enter or re-enter and repossess said land and the facilities thereon, and hold the same as if said (license, permit, etc., as appropriate) had never been made or issued.*
- C. With respect to deeds, in the event of breach of any of the above Non-discrimination covenants, **Lake Havasu Metropolitan Planning Organization** will there upon revert to and vest in and become the absolute property of **Lake Havasu Metropolitan Planning Organization** and its assigns.*

Reverter clause and related language to be used only when it is determined that such a clause is necessary to make clear the purpose of Title VI.

Appendix E

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

Pertinent Non-Discrimination Authorities:

- 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); and 49 CFR Part 21.
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 *et seq.*), (prohibits discrimination on the basis of sex);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 *et seq.*), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 *et seq.*), (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131-12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38;
- The Federal Aviation Administration's Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency

(LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);

- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1687 et seq).

III-b Federal Transit Administration Assurances

The ***Lake Havasu Metropolitan Planning Organization (LHMPO)*** HEREBY CERTIFIES THAT, AS A CONDITION OF RECEIVING Federal financial assistance under the Federal Transit Act of 1964, as amended, it will ensure that:

1. No person on the basis of race, color, or national origin will be subjected to discrimination in the level and quality of transportation services and transit-related benefits.
2. The Lake Havasu Metropolitan Planning Organization will compile, maintain and submit in a timely manner Title VI information required by FTA Circular 47021B in compliance with the Department of Transportation's Title VI regulation, 46 CFR Part 21.9(b).
3. The Lake Havasu Metropolitan Planning Organization will make it known to the public that those person or persons alleging discrimination on the basis of race, color or national origin as it relates to the provision of transportation services and transit-related benefits may file a complaint with the Federal Transportation Administration and/or the U. S. Department of Transportation.

V-c Certification

Lake Havasu Metropolitan Planning Organization (LHMPO) gives this ASSURANCE in consideration of and for obtaining any Federal grants, loans, contracts, agreements, property, and/or discounts, or other Federal-aid and Federal financial assistance extended after the date hereof to the recipients by the U.S. Department of Transportation under the Federal Highway Administration and Arizona Department of Transportation. This ASSURANCE is binding on Arizona, other recipients, sub-recipients, sub-grantees, contractors, subcontractors and their subcontractors', transferees, successors in interest, and any other participants in the Federal Aid Highway Program the person(s) signing below is authorized to sign this ASSURANCE on behalf of the Recipient.

BY:_____DATED:_____

Vincent Gallegos, Director

IV. ENVIRONMENTAL JUSTICE ACTIVITY

In 1994, Executive Order (EO) 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, was issued. EO 12898 emphasizes the responsibility to make environmental justice a goal by identifying and addressing the effects of programs, policies and activities on minority and low-income populations. "LHMPO" accomplishes this by considering these populations in its transportation planning process to ensure equitable and safe projects within its community.

Title VI of the Civil Rights Act of 1964 requires outreach to underserved groups.

"No person in the United States shall, on the ground of race, color, or national origin be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance."

A further 1994 Presidential directive dictates, **"Each Federal agency shall make achieving environmental justice part of its mission by identifying and addressing, as appropriate, disproportionately high and adverse human health or environmental effects of its programs, policies, and activities on minority populations and low-income populations."** *Executive Order 12898*

The LHMPO will consider environmental justice through planning activity according to Federal legislation noted above. The "LHMPO" will make every effort to hold public meetings in facilities that are Americans with Disabilities Act (ADA) compliant; and, arrange for reasonable accessibility and accommodation to persons with disabilities. Further, to provide equally effective communication, the "LHMPO" will make due preparation for persons requiring assistance, such as the hearing or visually impaired, upon request.

The "LHMPO" will assist persons with limited English proficiency to participate in the transportation planning process. Staff will provide Spanish translators and document translation, where feasible and upon request. Elderly persons or non-vehicle households who are unable to attend meetings may request information from the "LHMPO" office and have the requested materials delivered to their residence. "LHMPO" staff, coordinating availability, is willing to go speak to groups in an effort to eliminate participation barriers and involve citizens in the transportation process.

Data Collection

The Lake Havasu MPO is required by federal regulations to collect statistical data on the race, color, and national origin of participants in its programs. Data is collected from the U.S. Census Bureau, Executive Board and Technical Advisory Committee meetings, public meetings, planning study surveys, and procurement contracts. Data collection efforts specific to each program area are described on an annual basis in the Lake Havasu MPO Title VI Implementation Plan. Annually, the data collection findings from each program area are reported in the Lake Havasu

MPO Goals and Accomplishment Report. The data will be maintained for the purpose of planning projects and programs. Demographic Maps can be viewed as an attachment (Exhibit “C”) of this document.

Executive Board & Technical Advisory Committee Meetings – Self-Identification Surveys in both English and Spanish are made available at each Executive Board and Technical Advisory Committee meeting. The data collected from these surveys allows for the analysis to ensure that all persons have an equal opportunity to benefit from or have access to the activities of the MPO and to avoid any disproportionate impacts from those activities.

Public Meetings - Self-Identification Surveys in both English and Spanish are made available at each Public meeting. Public involvement materials including meeting notices, project fact sheets and/or flyers and other documents are made available in both English and Spanish to ensure LEP requirements are being met. The data collected from the surveys allows for the analysis to determine if Title VI neighborhoods are receiving equal benefit and not a disproportionate burden.

Planning Studies – As part of the public outreach process, surveys are made available to the public either on-line and/or in hard copy to collect a variety of data for planning studies. Statistical data such as race, color, and national origin are captured during these surveys. The data collected from these surveys allows for the analysis to determine if Title VI neighborhoods are receiving equal benefit and not a disproportionate burden. The Limited English Proficiency (LEP) Four Factor Analyses is conducted on the planning study area to determine if study documents need to be provided in both English and Spanish.

Procurement – AZ UTRACS is utilized to collect race and sex of all bidders and contract awardees, to ensure DBE compliance.

V. COMPLAINT PROCESS

A. FHWA Title VI Complaint Procedures

These procedures apply to all complaints filed under Title VI of the Civil Rights Act of 1964, and the Civil Rights Restoration Act of 1987 as they relate to any FHWA program or activity administered by the Lake Havasu MPO, its sub recipients, consultants and contractors. In addition to these procedures, complainants reserve the right to file formal complaints with other state or federal agencies or take legal action for complaints alleging discrimination.

Required procedures for FHWA Title VI Complaints filed against the Lake Havasu MPO, the Lake Havasu MPO's subrecipients, contractors or consultants:

1. Any person, specific class of persons or entity that believes they have been subjected to discrimination on an FHWA-related activity or program as prohibited by the legal provisions of Title VI on the basis of race, color, national origin, can file a formal complaint with the Lake Havasu MPO. A copy of the Complaint Form may be accessed electronically at: <http://www.lhmpo.org/LHMPO/studies/title-vi-lep>
2. The complaint must be filed within 180 days of the alleged discrimination, and include the date the alleged discrimination became known to the complainant or the last date of the incident.
3. Complaints should be in writing, signed, and may be filed by mail, fax, in person, or e-mail. However, the complainant may call the Lake Havasu MPO and provide the allegations by telephone for transcription. Once transcribed the Lake Havasu MPO will send the written complaint to the complainant for correction and signature.
4. A complaint should contain at least the following information:
 - a. A written explanation of what has happened;
 - b. A way to contact the complainant;
 - c. The basis of the complaint (e.g., race, color, national origin);
 - d. The identification of a specific person/people and the respondent (e.g., Lake Havasu MPO/organization) alleged to have discriminated;
 - e. Sufficient information to understand the facts that led the complainant to believe that discrimination occurred in a program or activity that receives Federal Highway Administration financial assistance; and is a consultant, contractor or subrecipient of the Lake Havasu MPO and
 - f. The date(s) of the alleged discriminatory act(s).
5. Upon receipt of a completed complaint, the Lake Havasu MPO will forward all FHWA Title VI complaints to Arizona Department of Transportation (ADOT) Civil Rights Office (CRO) within 72 hours.

6. ADOT CRO will forward all FHWA Title VI complaints to the FHWA Division Office.
7. All Title VI complaints received by the FHWA Division Office will be forwarded to the FHWA Office of Civil Rights for processing and potential investigation.
8. If the FHWA Office of Civil Rights determines a Title VI complaint against a subrecipient can be investigated by ADOT CRO, the FHWA Office of Civil Rights may delegate the task of investigating the complaint to ADOT CRO. ADOT CRO will conduct the investigation and forward the Report of Investigation to the FHWA Office of Civil Rights for review and final disposition.
9. The disposition of all Title VI complaints will be undertaken by the FHWA Office of Civil Rights, through either (1) informal resolution or (2) issuance of a Letter of Finding of compliance or noncompliance with Title VI. A copy of the Letter of Finding will be sent to the FHWA Division Office.
10. The complainant may also file a discrimination related complaint on an FHWA program or activity directly with ADOT or with the Federal Highway Administration by contacting the agencies at:

ADOT Civil Rights Office 206 S. 17th Avenue, Mail Drop 155-A Phoenix, AZ 85007 602.712.8946 602.239.6257 FAX Email: CivilRightsOffice@azdot.gov	Federal Highway Administration U.S. Department of Transportation Office of Civil Rights 1200 New Jersey Avenue, SE 8th Floor E81-105 Washington, DC 20590 Email: CivilRights.FHWA@dot.gov 202-366-0693 202-366-1599 FAX
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B. FTA Complaint Procedures

These procedures apply to all complaints filed under Title VI of the Civil Rights Act of 1964, and the Civil Rights Restoration Act of 1987 as they relate to any Federal Transit Administration funded program or activity administered by Central Yavapai Metropolitan Planning Organization (CYMPO), its sub-recipients, consultants and contractors. In addition to these procedures, complainants reserve the right to file formal complaints with other state or federal agencies or take legal action for complaints alleging discrimination.

Required Procedures for FTA Title VI/ADA Non-discrimination Complaints filed against LHMPO:

1. Any person, specific class of persons or entity that believes they have been subjected to discrimination on an FTA-related activity or program as prohibited by the legal provisions of Title VI on the basis of race, color, national origin, can file a formal complaint with the Lake Havasu MPO. A

- copy of the Complaint Form may be accessed electronically at: <http://www.lhmipo.org/LHMPO/studies/title-vi-lep>
2. The complaint must be filed within 180 days of the alleged discrimination, and include the date the alleged discrimination became known to the complainant or the last date of the incident.
 3. Complaints should be in writing and signed; they may be filed by mail, fax, in person, or e-mail. However, the complainant may call LHMPO to provide the allegations by telephone (928-453-2824). LHMPO will transcribe the allegations of the complaint as provided over the telephone and send a written complaint to the complainant for acknowledgement and signature.
 4. A complaint should contain at least the following information:
 - a. A written explanation of what has happened;
 - b. A way to contact the complainant;
 - c. The basis of the complaint (e.g., race, color, national origin);
 - d. The identification of a specific person/people and the respondent (e.g., Lake Havasu MPO/organization) alleged to have discriminated;
 - e. Sufficient information to understand the facts that led the complainant to believe that discrimination occurred in a program or activity that receives FTA financial assistance; and is a consultant, contractor or subrecipient of the Lake Havasu MPO and
 - f. The date(s) of the alleged discriminatory act(s).
 5. Upon receipt of a completed complaint, LHMPO will determine jurisdiction, acceptability or need for additional information. Once the determination has been made to accept the complaint for investigation, ADOT CRO will be notified within 72 hours. Title VI complaints against LHMPO's sub-recipient, contractors or consultants in FTA funded programs will be investigated by LHMPO.
 6. LHMPO will maintain a confidential log of all accepted Title VI Complaints for four (4) years; the log will include:
 - a. Name of complainant(s)
 - b. Date the complaint was received
 - c. Date of the allegation
 - d. Description of the alleged discrimination
 - e. Other relevant information, as needed
 - f. Report date
 - g. Recommendations
 - h. Outcome/Disposition
 7. Timeframes for Investigating Title VI complaints received directly by LHMPO must be completed within 60 days of receipt.
 8. LHMPO will forward a copy of FTA Title VI complaints and preliminary findings reports to ADOT CRO within 60 days. Once ADOT CRO issues concurrence on preliminary report, LHMPO will notify all parties involved.

For FTA funded programs or activities; the complainant may file a discrimination related complaint directly with the Lake Havasu MPO or with ADOT or with the Federal Transit Administration by contacting the agencies at:

Vincent Gallegos, MPO Director
Lake Havasu Metropolitan Planning Organization
900 London Bridge Road
Lake Havasu City, AZ 86404
928-453-2824
928-854-7702 (Fax)
Email: GallegosV@lhcaz.gov

AND OR:

ADOT Civil Rights Office 206 S. 17th Avenue, Mail Drop 155-A Phoenix, AZ 85007 602.712.8946 602.239.6257 FAX Email: CivilRightsOffice@azdot.gov	FTA Office of Civil Rights, 1200 New Jersey Avenue SE, Washington, DC 20590.
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If information is needed in another language, please contact the Lake Havasu MPO at (928)-453-2823. Si se necesita información en Español, por favor comuníquese con la Oficina de Lake Havasu MPO al (928) 453-2823.

VI. LIMITED ENGLISH PROFICIENCY (LEP)

A Limited English Proficiency (LEP) individual is an individual who does not speak English as their primary language and who has a limited ability to read, speak, write, or understand English. Arizona's diverse population makes it critically important the "LHMPO" be innovative and proactive in engaging individuals from different cultures, backgrounds and businesses in planning, project development and other program areas.

Laws and Policy

Executive Order (EO) 13166 - *Improving Access to Services for Persons with Limited English Proficiency* is directed at implementing the protections afforded by Title VI of the Civil Rights Act of 1964 and related regulations. Accordingly, it prohibits recipients of Federal financial assistance from discriminating based on national origin by failing to provide meaningful access to services to individuals who are LEP. This protection requires that LEP persons be provided an equal opportunity to benefit from or have access to services that are normally provided in English.

The following matrix illustrates legal and policy considerations:

Title VI of the Civil Rights Act of 1964

- Federal law
- Enacted July 2, 1964
- Considers all persons
- Contains monitoring and oversight compliance review requirements
- Factor criteria is required, no numerical or percentage thresholds
- Provides protection on the basis of race, color, and national origin. Focuses on eliminating discrimination in federally-funded programs
- Annual Accomplishments and Upcoming Goals Report to FHWA
- Provides protection on the bases of race, color, and national origin.

Limited English Proficiency Executive Order 13166

- Federal policy
- Signed August 11, 2000
- Considers eligible population
- Contains monitoring and oversight requirements
- Factor criteria is required, no numerical or percentage thresholds
- Provides protection on the basis of national origin; focuses on providing LEP persons' federally- funded programs with meaningful access to services using factor criteria
- Annual Accomplishments and Upcoming Goals Report to FHWA
- Provides protection on the bases of national origin.

Program Responsibility

Executive Order (EO) 13166 directs recipients of Federal financial assistance to take reasonable steps to provide limited English proficient individuals with meaningful access to their programs, activities and services.

- *Notify LEP customers of the availability of language assistance services*

LEP persons have the right to language assistance at no cost to them in their spoken language. Language identification cards or posting signs in public areas are methods that can be used to provide notice of the service.

- *Translation of vital documents in languages other than English*

It is appropriate to have written materials that have been historically provided in English to applicants, customers and the general public translated into languages that are regularly encountered. The translation of vital documents into languages other than English is particularly important where a significant number or percentage of the customers served and/or eligible to be served have limited English proficiency. Written materials include electronic documents and web-sites. "LHMPO" with indicate on its web site and newspaper publications that translation can be provided, with appropriate notice.

Vital Documents are documents that convey information that critically affects the ability of the recipient/customer to make decisions about his/or her participation in the program or activity. Classification of a document as "vital," depends upon the importance of the program, information, encounter, or service involved, and/or the consequence to the LEP community if the information in question is not provided in an accurate or timely manner. Examples of vital documents include, but are not limited to applications, public notices, consent forms, letters containing important information regarding participation in a program, eligibility rules, notices pertaining to the reduction, denial or termination of services or benefits, right to appeal, notices advising of the availability of language assistance and outreach and community education materials. The determination of what documents are considered "vital" is left to the discretion of individual components, which are in the best position to evaluate their circumstances, services, and resources.

Translating documents for LEP to a fourth (4th) grade literacy level ensures the targeted audience understands the information. Community based organizations or focus groups can assist with testing translations for language and literacy level appropriateness.

Section Five of the US Department of Transportation guidance on LEP requires a four-factor analysis to determine the need for translation services in order to ensure LEP populations are able to receive information about and can participate in the planning process in the language they best understand.

1. Demography: According to the U.S. Census Bureau, 2010-2014, American Community Survey five year estimates, 3.9% of the Lake Havasu MPO area population is considered to be Limited English Proficient. This equates to 2,028 individuals or 3.9% of the population five years of age or older who

report speaking English less than “very well”. The predominate language spoken by these individuals is Spanish. Under the Department of Justice’s (DOJ) Safe Harbor provision, it is necessary to translate materials when five percent or 1,000 persons, whichever is less, speak English less than “very well”.

2. Frequency: Some government offices provide materials in English and Spanish but, because the general public comes in contact with “LHMPO” on an infrequent basis, only public notices and certain vital materials are available in both English and Spanish.
3. Importance: Transportation planning is an important facet of the community and affects all residents. All residents are encouraged to participate in public meetings.
4. Resources: Due to limited resources and small staff, interpretation and translation services are not available without advance notice; however, public notices are available in English and Spanish.

Based on the four—factor analysis, Lake Havasu MPO will continue to provide public notices in English and Spanish. Translation and interpretation services will be provided through public online translation sites, bilingual community members and, if not cost prohibit and funds permit, through a language interpretation and translation service. The goal of the “LHMPO” is to engage all community members in the planning process.

The Department of Transportation Policy Guidelines give recipients of federal funds substantial flexibility in determining what language assistance is appropriate based upon a local assessment. Due to current financial constraints, translation of large plan documents and maps are considered not warranted at this time. The “LHMPO” will provide translation services, if requested, with 10-days’ notice prior to when the services are needed.

Persons with Limited English Proficiency (LEP)	Estimate	% of Persons 5 Yrs. & Over	% of Persons 5 Yrs. & Over With LEP
Total Persons 5 years & Over	54,950	100.0%	---
English Speaking Only	49,530	90.1%	---
Limited English Proficiency	2,169	3.9%	100.0%
Spanish with LEP	1,562	3.0%	77.0%
Other Indo-European languages with LEP	87	0.2%	4.3%
Asian & Pacific Island languages with LEP	357	0.7%	17.6%
Other Languages with LEP	22	0.0%	1.1%

*Source: U.S. Census Bureau, 2010-2014 American Community Survey (ACS) 5-year estimates
ACS data are based on a sample and are subject to sampling variability
Limited English Proficient (LEP) persons refers to persons age 5 years and over for who English is not their primary language and who have a limited ability to read, write, speak, or understand English. It includes people who reported to the Census they speak English less than very well, not well, or not at all.*

Program Areas

- Long Range Transportation Plan (2045 Plan)
- Transportation Improvement Program (TIP)
- Public Involvement Plan (PIP)
- Coordinated Public Transit-Human Services Transportation Plan
- Unified Planning Work Program

All persons living, working, conducting business and visiting the region are beneficiaries of the planning, coordination, and construction activities of the “LHMPO”. The “LHMPO” does not construct projects; albeit, this activity is accorded to member agencies. The safe movement of goods and people is supported by providing and maintaining a transportation network and facilities.

The Title VI Coordinator will provide review of a minimum of one transportation-related program area annually to help ensure Title VI compliance in LHMPO’s programs and activities. Additionally, the Title VI Coordinator reviews transportation-related contracts and other agreements to ensure the most current language and assurances are included.

VII. POPULATION AND DEMOGRAPHIC PROFILE OF LAKE HAVASU CITY AND MOHAVE COUNTY

2010 Census			
	Lake Havasu City	Mohave County	"LHMPO" Area
Total Population	52,527	200,186	55,503
Male	25,954	100,078	27,462
Female	26,573	100,108	28,041
White	44,119	159,378	46,644
Hispanic/Latino	6,356	29,569	6,708
African American/Black	329	1,715	342
Asian	486	2,016	501
Am. Indian/Alaskan Native	419	3,793	442
Native Hawaiian other Pacific Islander	54	316	56
Other Races	29	145	29
2 or More Races	735	3,254	781

Source: U.S. Census Bureau, 2010 Census

2013-2017 Area Estimates Population By Race		
	Lake Havasu City	Mohave County
Population	56,647	204,691
Male	25,408	103,175
Female	27,419	101,516
Hispanic/Latino	6,841	32,591
White	46,633	159,694
African American/Black	172	1,997
Asian	586	2,371
Am. Indian/Alaskan Native	394	4,292
Native Hawaiian other Pacific Islander	0	258
Other Races	24	149
2 or More Races	643	3,339

Source: U.S. Census Bureau, ALRIS, American Fact Finder

2013 – 2017 Estimates						
Population and Households			Census Tracts ^g			
Category	MPO		Number of tracts >= MPO	% Tracts	Affected ^e Population	% of Affected Population Captured in Census Tracts
	Total	Percent				
Population Base (Defined Census	56,647	100.0	36	100%	-----	-----
Minority ^a	10,014	16.3%	18	50%	8,048	80.4%
Age 65+ ^a	18,002	26.5%	21	58.3%	12,099	67.2%
Below Poverty Level ^b	6,672	15.2%	15	41.7%	4,726	70.8%
Population with a disability ^c	10,496	16.3%	18	50%	5,853	55.8%
Limited English Proficient	2,169	3.9%	8	22.2%	1,628	75.1%

Sources: U.S. Census Bureau, 2013-2017 American Community Survey (ACS) 5-Year estimates and 2010 Decennial Census

ACS data are based on a sample and are subject to sampling variability

^a Minority includes total population less White (Non-Hispanic). Data for minority and population groups by age are from 2010 Census data.

^b Percent of the population for whom poverty status is determined does not include institutionalized persons or persons under 5 years of age. Total population in the Census defined MPO area for whom poverty status is determined is 53,218. Data from 2014 ACS 5-Year estimates (Table B17001)

^c Disability status from the 2014 ACS 5-year estimates. All percentages are based on Census Tracts that match as close as possible to the MPO area, see note 'g'. Disability status is determined for the civilian noninstitutionalized population based on six types of difficulty: hearing, vision, cognitive, ambulatory, self-care, and independent living difficulty. (Table B18101)

^d For Limited English Proficient (LEP) persons, the Federal guidance (Federal Transit Administration Circular 4702.1B) notes that DOT has adopted the DOJ's Safe Harbor Provision. This Provision stipulates that the targeted minimum number of recipients regarding the translation of written materials for LEP populations is five percent or 1,000 persons, whichever is less, of the total population of persons eligible to be served. Thus for determining the number of affected Census Tracts and affected population, 5% is used as the guideline rather than the MPO percentage.

^e Affected population is the total of people that fall into the specified category for all Census tracts that have greater than or equal to the percentage for the MPO area (as defined by the Census geography, see note h) or as designated for LEP populations (see note e).

^f The guidance for Limited English Proficiency (LEP) for DOT recipients refers to persons age 5 years and over who speak English less than "very well." See http://www.lep.gov/guidance/guidance_Fed_Guidance.html Data from 2014 ACS 5-Year estimates (Table B16005). 2014 estimate of total persons age 5 years and over for the defined Census geography is 51,366.

^g The Census Tracts used in this analysis include the best match using full Census Tracts where the majority of the population or the tract centroid is within the MPO boundary. The base numbers for all values in this table are for this Census-based defined area.

Demographic data obtained from the US Census Bureau, LEP.gov and collected during public meetings will be analyzed and used to ensure the minority and low income populations are considered in the planning process.

VIII. PUBLIC PARTICIPATION PROCESS

The Lake Havasu Metropolitan Planning Organization recognizes the increasing importance of involving the public as they plan, organize and implement transportation projects. Engaging interested parties generally results in a more effective project overall. Taking time at the beginning to communicate with potentially affected interests, carefully explaining the proposal, and gathering input, can enhance the project and theoretically reduce the time and effort for implementation.

The goals of the “LHMPO” public involvement plan are to ensure that:

- Residents are given the opportunity to participate in the transportation planning process.
- The issues and concerns of residents are given consideration in the selection of transportation investments.
- Transportation investments do not disproportionately burden any population with adverse impacts.

The Lake Havasu Metropolitan Planning Organization operates under a comprehensive Public Involvement Plan (PIP). The Plan explains the agency goals for public participation, governing structure, and composition of boards, procedures for board meetings, program areas, interagency coordination, and specific procedures for public participation in the planning process, public engagement and notification methods. The full plan is available at www.LHMPO.org

The PIP contains background material, guidelines, and commitments that “LHMPO” is undertaking to incorporate an effective public process into future plans, projects, and programs. Specifically “LHMPO” is committed to:

- Inclusive and meaningful public involvement.
- Open and honest communications with all individuals and entities.
- Timely public notice.
- Full public access to information and key decisions.
- Creating a sense of shared responsibility and ownership for regional transportation/congestion problems and a shared sense of pride in the development of solutions to those problems.
- Helping form partnerships between member entities, and the private and public sectors to plan and implement transportation/congestion solutions.
- Establishing policies and prioritizing needs based on valid data and using objective, fair and consistent processes.
- Providing information and gathering input so that decision makers will be able to make informed decisions.

The LHMPO has a developed a Limited English Proficiency Plan (LEP) which is incorporated in section VI of this document.

VIII--a Public Meetings

LHMPO's Executive Board meets the 2nd Tuesday of every month. Their Technical Advisory Committee meets the 3rd Tuesday of the month. The upcoming Annual Meeting Schedules are posted on the LHMPO website: www.LHMPO.org. Agendas for each meeting are posted at LHMPO's office, 900 London Bridge Road, Building B, Lake Havasu City, AZ 86404. LHMPO website a minimum of 48 hours in advance of each meeting. Executive Board Agendas are also posted at the Lake Havasu Police Department 2360 McCulloch Blvd. N. Lake Havasu City, AZ 86403.

The following statement is conveyed on each Meeting Schedule as well as on each agenda, *"LHMPO endeavors to make all public meetings accessible to persons in need of foreign language assistance or with disabilities. Please call (928)453-2824 or e-mail GallegosV@lhcaz.gov 72 hours prior to the meeting requesting reasonable accommodations."* To date, no request has been made.

Public participation is promoted at each meeting and our agendas give opportunity to call upon the public to make comment on any unrelated agenda topic as well as during discussion on an agenda topic.

In the event of a cancellation, notice will be posted on web site a minimum of 48 hours in advance as well as email notification sent to regular meeting participants.

IV-b Notice to the Public

The following "Notice to the Public" is posted in the LHMPO Office and on the LHMPO website (www.LHMPO.org).

NOTICE TO THE PUBLIC

PUBLIC NOTICE

The Lake Havasu Metropolitan Planning Organization, (LHMPO), complies with Title VI of the Civil Rights Act of 1964 and related Nondiscrimination statutes and regulations in all programs and activities. LHMPO operates without regard to race, color, or national origin. LHMPO meetings are held in accessible locations, and materials are provided in accessible formats or in languages other than English upon request with a reasonable advance notice period.

Any person who believes they have been discriminated against by LHMPO, or any of its sub-recipients or contractors, may file a written complaint with LHMPO and/or the ADOT Civil Rights Office. If the complaint is filed against LHMPO, the LHMPO Title VI Liaison is required to forward the complaint to the ADOT Civil Rights Office.

EL AVISO PUBLICO

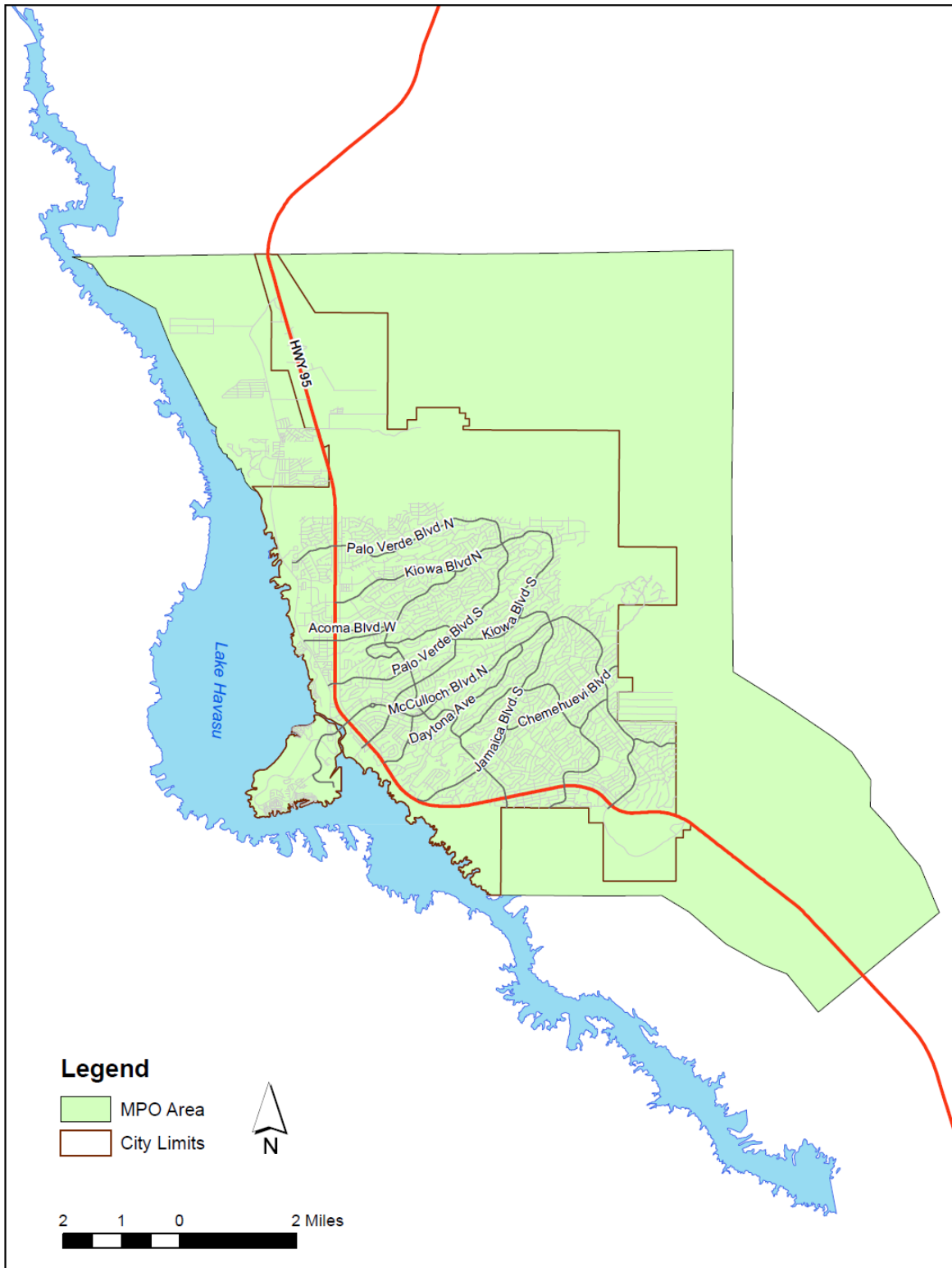
La **Organización Metropolitana de Lake Havasu, (LHMPO)**, cumple con el título VI de la ley de derechos civiles de 1964 y estatutos y reglamentos relacionados en todos los programas y actividades. LHMPO funciona independientemente de raza, color, origen nacional, o aptitud con inglés. Las reuniones de LHMPO se ocurren en lugares de acceso y materiales se proporcionan en formatos accesibles o en idiomas distintos del inglés, si se reciben una petición antes de la reunión.

Cualquier persona que cree que han sido discriminados por LHMPO, o cualquiera de sus subreceptores o contratistas, puede presentar una queja por escrito a LHMPO o la oficina de derechos civiles de ADOT. Si la queja es contra LHMPO, el enlace de LHMPO para TÍTULO VI enviara la queja a la oficina de derechos civiles de ADOT.

CONTACT INFORMATION:

Lake Havasu Metropolitan Planning Organization
Vincent Gallegos, LHMPO Director and Title VI Coordinator
900 London Bridge Road
Lake Havasu City, AZ 86404
Phone: 928-453-2424
Fax: 928-844-7702
Email: GallegosV@LHCAZ.gov
Website: www.LHMPO.org

IX. LAKE HAVASU MPO PLANNING BOUNDARY



X. “LHMPO” ORGANIZATIONAL & PROGRAM ADMINISTRATION

General Organization

The “LHMPO” was established in 2013 with the responsibility for transportation planning within the regional area. The regional area generally encompasses Lake Havasu City, a portion of Mohave County and the state highway system within its boundaries. Federal legislation requires that an MPO be designated to carry out a comprehensive, continuing, and coordinated transportation planning process for urbanized areas with a population of 50,000 or more. Lake Havasu City is the fiscal and administrative agent for the “LHMPO”.

“LHMPO” Title VI Coordination and Administration

Compliance is ongoing and falls under duties for the “LHMPO” Director aka Manager, which includes, but is not limited to activities such as reporting and data collection, as well as advising the administrative staff of Title VI changes. The Title VI Coordinator is also responsible for preparing and submitting Title VI Plans once every three years and an annual Title VI Accomplishment and Goals report.

The Title VI Coordinator will receive training from ADOT and will share the requirements of Title VI and related authorities with staff and committee members. The coordinator will also be responsible for developing the Title VI Plan and related reports and overseeing the implementation of the Plan.

Strategies to include disadvantaged populations (including individuals with Limited English Proficiency) in the transportation planning and grant awards processes are outlined in the LHMPO Public Involvement Plan

“LHMPO” Title VI Coordinator Contact Information:

Vincent Gallegos, Director & Title VI Coordinator
900 London Bridge Rd., Bldg. B
Lake Havasu City, AZ 86404
928-453-2824 office

“LHMPO” Membership – When and where possible the LHMPO strongly encourages and promotes participation of minorities on its committees.

The **Executive Board** is the policy body of the “LHMPO” and consists of elected or appointed officials from the Lake Havasu City, Mohave County, one member from ADOT State Transportation Board (appointed by the Governor of the State of Arizona) and one ex-officio from Federal Highways Administration. As these members are either elected or appointed to serve on their respective County / City Boards / Councils, it is outside the LHMPO's area of influence to promote minority participation. As the policy body, the function of the Executive Board is to coordinate

transportation planning and related implementation activities within the metropolitan area. The Board must approve all agreements and contracts and the Chairman, or designee, signs all appropriate documents related to contracts and agreements. The Executive Board also reviews and approves the Title VI Plan.

Lake Havasu MPO Executive Board Representation

1. Lake Havasu City – Three Members
 2. Mohave County – One Member
 3. Arizona State Transportation Board – One Member
 4. Ex-Officio – Federal Highways Administration – One Member
-

The **Technical Advisory Committee (TAC)** is an advisory committee to the Executive Board. The eight-member committee is comprised of: the Lake Havasu City Director of Operations, or designee; Lake Havasu City Project Manager, or designee; Lake Havasu City Zoning Administrator, or designee; Mohave County Public Works Director, or designee; Mohave County Development Services Director, or designee; Western Arizona Council of Governments (WACOG) Transportation Program Manager as well as representatives from the Arizona Department of Transportation's Northwest District Engineering Office and Transportation Planning Division. In addition, there is an ex-officio non-voting member from Federal Highways Administration. Each of these agencies are asked to consider minorities where possible to represent their respective agencies on the TAC. The committee has the authority and primary responsibility to conduct technical reviews and analysis regarding all work activities of the Unified Planning Work Program and to advise the Executive Board on appropriate actions to be taken.

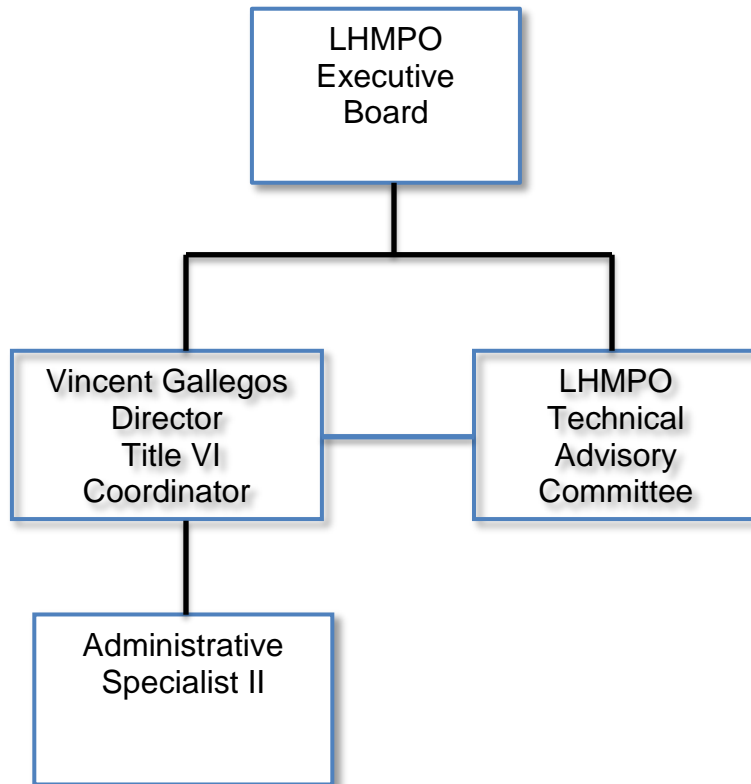
Lake Havasu MPO Technical Advisory Committee Representation

5. Lake Havasu City – Three Members
 6. Mohave County – Two Member
 7. WACOG – One Member
 8. Arizona Department of Transportation – Two Members
 9. Ex-Officio – Federal Highways Administration – One Member
-

Lake Havasu MPO Committee Characteristics

LAKE HAVASU MPO COMMITTEES	RACE/Ethnicity	GENDER	
		Female	Male
Executive Board Committee	5 Caucasian	1	4
Technical Advisory Committee	8 Caucasian		8
Technical Advisory Committee Alternates	2 Caucasian	0	2

2017 “LHMPO” Organizational Chart



XI. LAWSUITS ALLEGING DISCRIMINATION

No investigations, lawsuits or complaints have been filed against the Lake Havasu MPO or its member agencies during the past three years. A copy of the Complaint Log is included as an attachment.

XII. Title VI Training

Compliance for the Lake Havasu MPO transportation planning program is ongoing and falls under the duties of the Lake Havasu MPO Director & Title VI Coordinator. Title VI nondiscrimination training will be offered to the Lake Havasu MPO Executive Board, Technical Advisory Committee, and stakeholders annually.

Annually work with the Lake Havasu MPO member agencies to sign Title VI Nondiscrimination Statement of Commitments and Title VI Assurances

Annually, request the ADOT Civil Rights Office to offer Title VI training / overview to the Lake Havasu MPO staff, Executive Board, Technical Advisory Committee, and stakeholders.

XIII. COMPLIANCE AND ENFORCEMENT

A. Compliance

LHMPO operates under the Lake Havasu City Equal Opportunity, Unlawful Discrimination and Harassment Policy which states, "Equal Employment Opportunity has been, and will continue to be, a fundamental principle at Lake Havasu City, where employment is based upon personal capabilities and qualifications without discrimination because of race, color, religion, sex, age, national origin, disability, or other protected characteristic as established by law".

LHMPO is committed to Title VI and other nondiscrimination authorities and will make every effort to identify and address discrimination in its programs and activities, if found to exist. Examples of such efforts are providing additional training to LHMPO staff and/or scheduling a meeting to address discrimination with the employee's supervisor.

Compliance is ongoing and falls under the direction of the Title VI Coordinator.

B. Sub-recipient Review Procedures

The Title VI Coordinator is responsible for reviewing sub-recipients for Title VI Compliance through review of training, onsite visits and personal interviews of staff. The Title VI Coordinator will also ensure its sub-recipients receive Title VI training. At the current time, "LHMPO" does not have any sub-recipients.

EXHIBIT “A”
Non-Discrimination Complaint Forms in English and Spanish (#14)

ADA/Title VI Discrimination Complaint Form

Note: *The following information is needed to assist in processing your complaint.*

Complainant's Information:

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Home Phone Number: _____ Alternate Phone Number: _____

Person discriminated against (someone other than complainant):

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Home Phone Number: _____ Alternate Phone Number: _____

Which of the following best describes the reason you believe the discrimination took place? Please be specific.

☐ Race _____ ☐ Color _____ ☐ National Origin _____

☐ Disability _____

☐ Limited English Proficiency (LEP) _____

On what date(s) did the alleged discrimination take place? _____

Where did the alleged discrimination take place? _____

What is the name and title of the person(s) who you believe discriminated against you (if known)?

Describe the alleged discrimination. Explain what happened and who you believe was responsible. (If additional space is needed, add a sheet of paper).



List names and contact information of persons who may have knowledge of the alleged discrimination.

If you have filed this complaint with any other federal, state, or local agency, or with any federal or state court, check all that apply.

☐ Federal Agency ☐ Federal Court ☐ State Agency ☐ State Court ☐
Local Agency

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone Number: _____ Alternate Phone Number: _____

Please sign below. You may attach any written materials or other information you think is relevant to your complaint.

_____	_____	Number of	_____
attachments:			
Complainant Signature	Date		

Submit form and any additional information to:

ADOT Civil Rights Office

CivilRightsOffice@azdot.gov

ATTN: ADA/Title VI Nondiscrimination Program Coordinator

206 S. 17th Avenue, Room 183, MD 155

Bldg. B

Phoenix, AZ 85007

86404

Phone: 602.712.8946 Fax: 602.239.6257

FAX: 928.854.7702

www.azdot.gov

ADOT Submission: Please click the submit button when you have completed

This form to open to email and send to civilrightsoffice@azdot.gov

Additional documents may be attached to the email

Lake Havasu MPO

GallegosV@lhcaz.gov

ATTN: Vincent

Gallegos, Program

Coordinator

900 London Bridge Rd.

Lake Havasu City, AZ

Phone: 928.453.2823

www.LHMPO.org

LHMPO Submission: print form and
then email to

GallegosV@lhcaz.gov

If information is needed in another language, please contact Lake Havasu MPO at (928-453-2823). Si se necesita información end Español, pro favor comuníquese con la Oficina de Lake Havasu MPO al (928) 453-2823.



**Forma Para Poner una Queja
(De Acuerdo Al ADA Y Título VI)**

Nota: La siguiente información se necesita para procesar su queja.

Información de la persona que está poniendo la queja:

Nombre: _____
Dirección: _____
Ciudad/Estado/Código Postal: _____
Teléfono (Casa): _____
Teléfono (Trabajo): _____

Persona A La Que Se Discriminó (alguien que no sea la persona que está poniendo la queja)

Nombre: _____
Dirección: _____
Ciudad/Estado/Código Postal: _____
Teléfono (Casa): _____
Teléfono (Trabajo): _____

¿Cuál de las siguientes razones describe por lo que usted siente que se le discriminó?

Raza (Especifique) _____ Nacionalidad (Especifique) _____

Color (Especifique) _____ Discapacidad (Especifique) _____

¿En qué fecha(s) sucedió la discriminación? _____

¿En dónde sucedió la discriminación? _____

¿Cuál es el nombre y ti de la persona(s) que usted siente que cometió la discriminación contra usted (si lo sabe)? _____

Describa la presunta discriminación. Explique qué sucedió y quién cree usted que fue responsable (si necesita más espacio, agregue otra hoja).

Escriba una lista con los nombres de las personas que puedan tener conocimiento de la presunta discriminación y cómo contactarlas.

Si ha presentado esta queja con otra agencia federal, estatal o local, o con cualquier corte federal o estatal, marque todas las que apliquen.

Agencia Federal _____ Corte Federal _____ Agencia Estatal _____
Corte Estatal _____ Agencia Local _____

Por favor proporcione información de la persona a la que presentó su queja en la agencia/corte.

Nombre: _____
Dirección: _____
Ciudad/Estado/Código Postal: _____
Teléfono (Casa): _____
Teléfono (Trabajo): _____

Por favor firme abajo. Puede incluir cualquier material escrito u otra información que usted crea que es importante para probar su queja.

Firma de la Persona que presenta la queja _____ Fecha _____

Número de: _____

Someta la forma y cualquier información adicional a:

ADOT Civil Rights Office
CivilRightsOffice@azdot.gov
ATTN: ADA/Title VI Nondiscrimination Program Coordinator
206 S. 17th Avenue, Room 183, MD155
Phoenix, AZ 85007
Phone: 602.712.8946 Fax: 602.239.6257
www.azdot.gov

Lake Havasu MPO
Attn: Vincent Gallegos – Title VI Coordinator
900 London Bridge Road, Building B
Lake Havasu City, AZ 86404
928-854-2824
GallegosV@lhcaz.gov

EXHIBIT “B” Complaint Log

LAKE HAVASU METROPOLITAN
PLANNING ORGANIZATION

ADA/Title VI Complaints, Investigations and Lawsuits				
Description/Name	Date Month, Day & Year	Summary (Basis of Complaint)*	Status	Actions / Final Findings
Complaints				
1)				
2)				
3)				
Investigations				
1)				
2)				
3)				
Lawsuits				
1)				
2)				
3)				

*Specific category, i.e. Sex, Race, Disability, etc.

Report to be Submitted Annually to ADOT Title VI Department, a NIL Report is Required

A:\City Operations and Development\LHMPO\Administration\Federal & State Required Documents\Title VI\Annual Complaint Log\Title_VI_Complaint_Log_Template.xlsx 11/28/2018

EXHIBIT “C” Demographic Maps

Source: United States Census Bureau, American Community Survey 2012-2016 5 year Estimates:

Race and Ethnicity

- Asian
- Black
- Hispanic or Latino
- Native American
- Other Race
- Pacific Islander
- Two or More Races
- White

Select Age Group

- 65 years and over

Ability to Speak English

- Percent Limited English Proficiency (LEP)

Poverty Status in the Past 12 Months

- Percent of Families Below Poverty Level

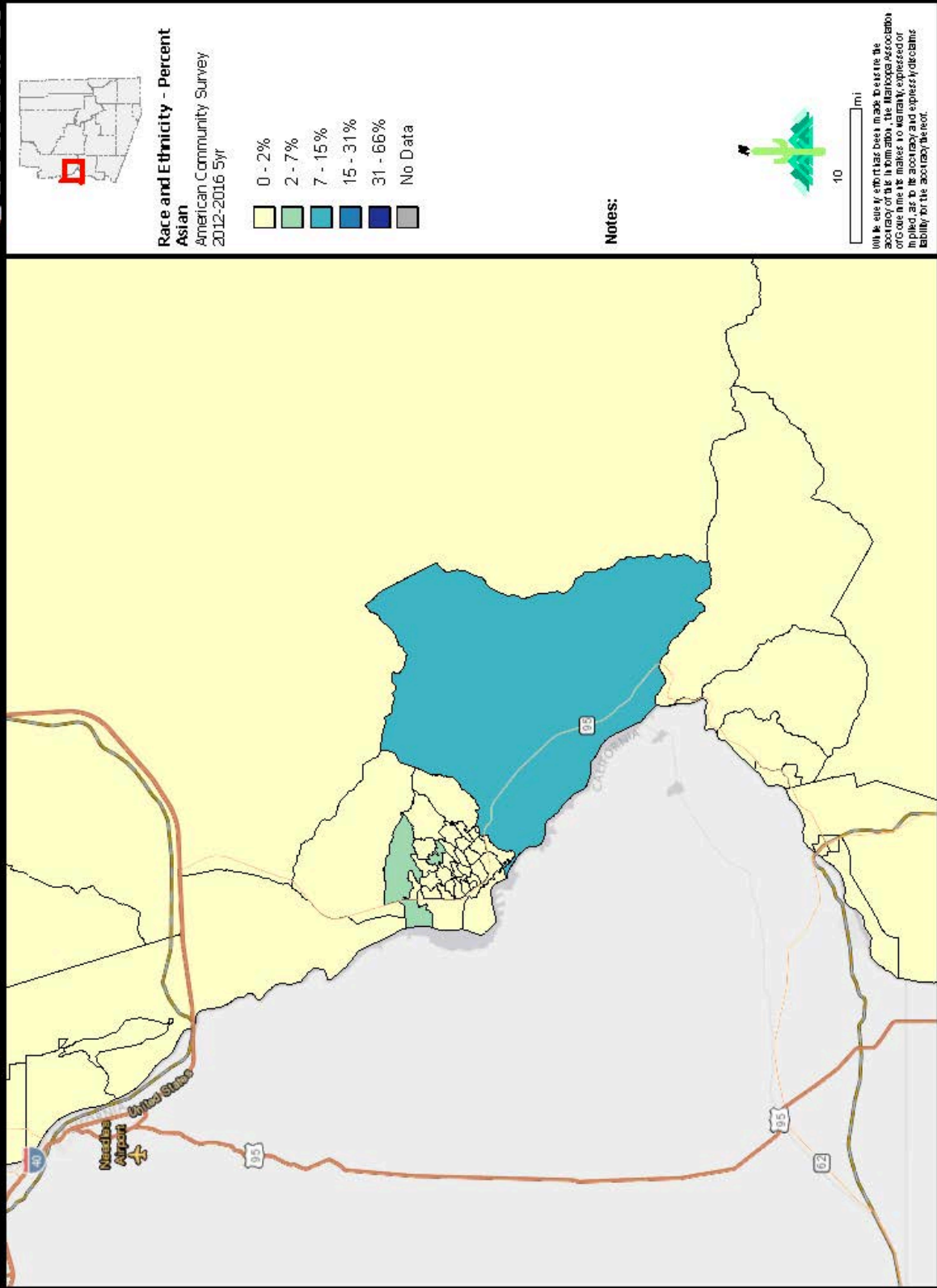
Person – Poverty

- Persons – Percent Below Poverty Level
- Percent Persons with income below 150% of Poverty Level
- Percent Persons with income below 200% of Poverty Level

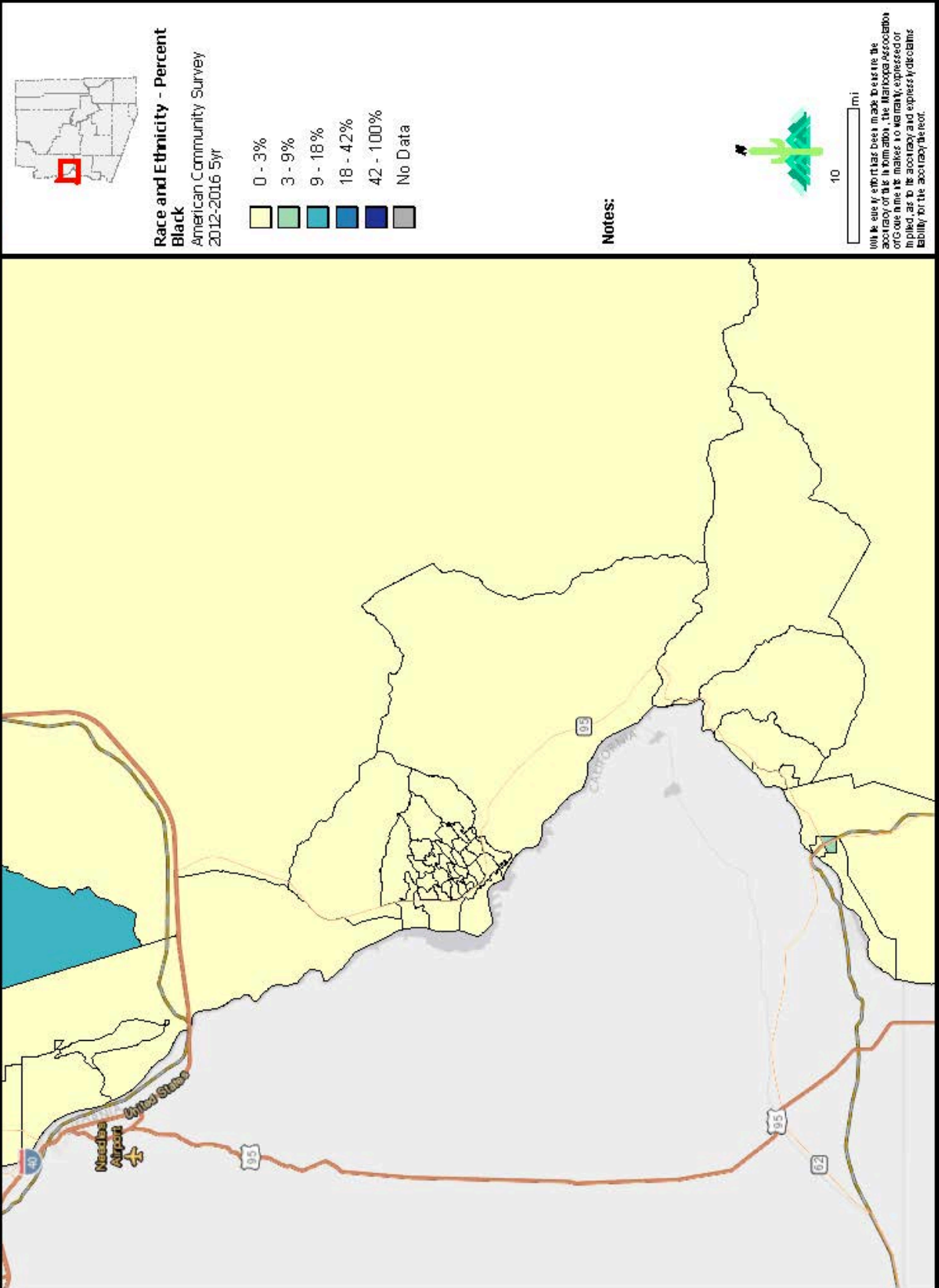
Vehicles Available

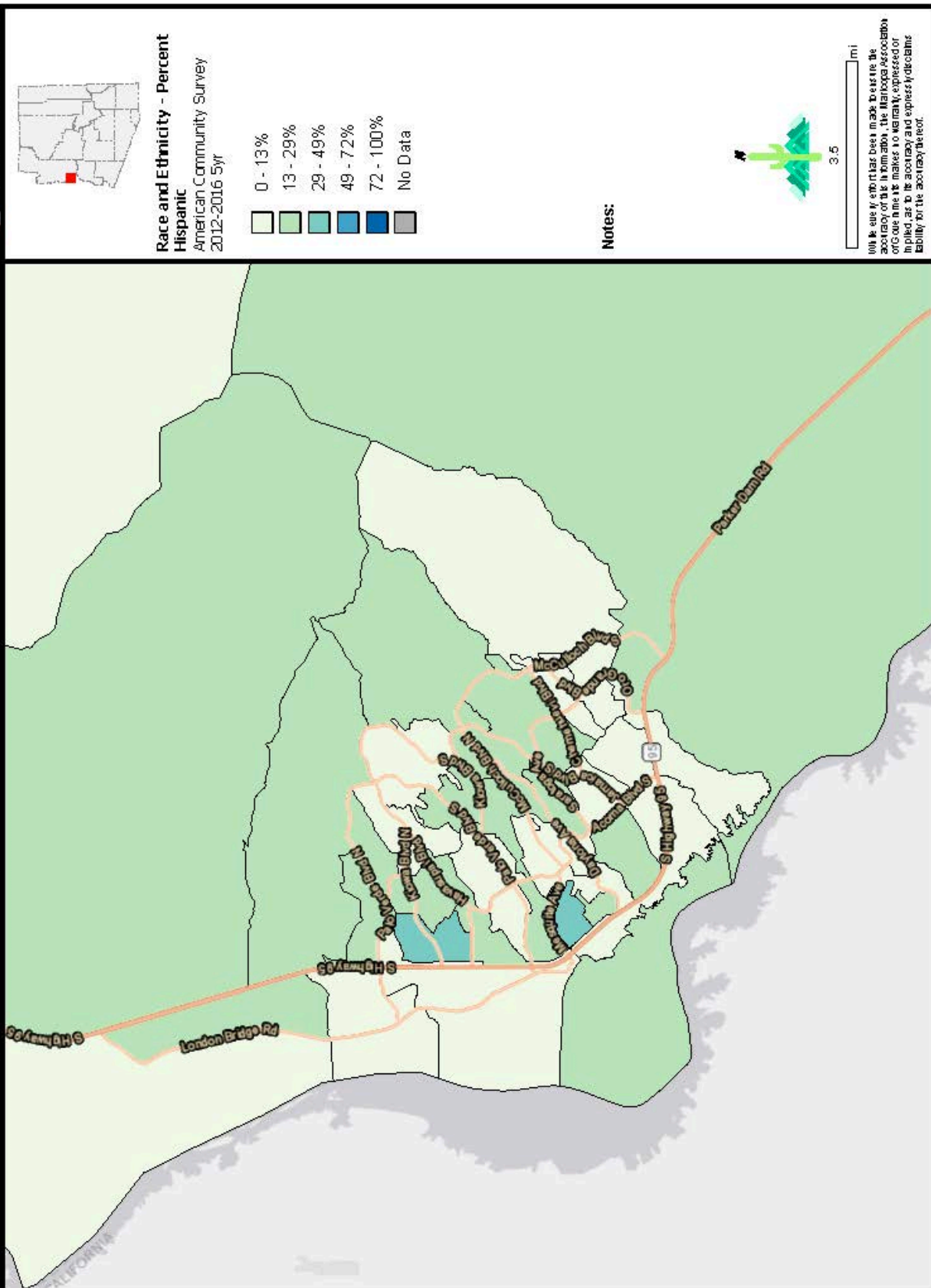
- Percent No Vehicles Available
- Percent One Vehicle Available
- Percent Two Vehicle Available
- Percent Three Vehicle Available (#9)

Race and Ethnicity - Percent Asian

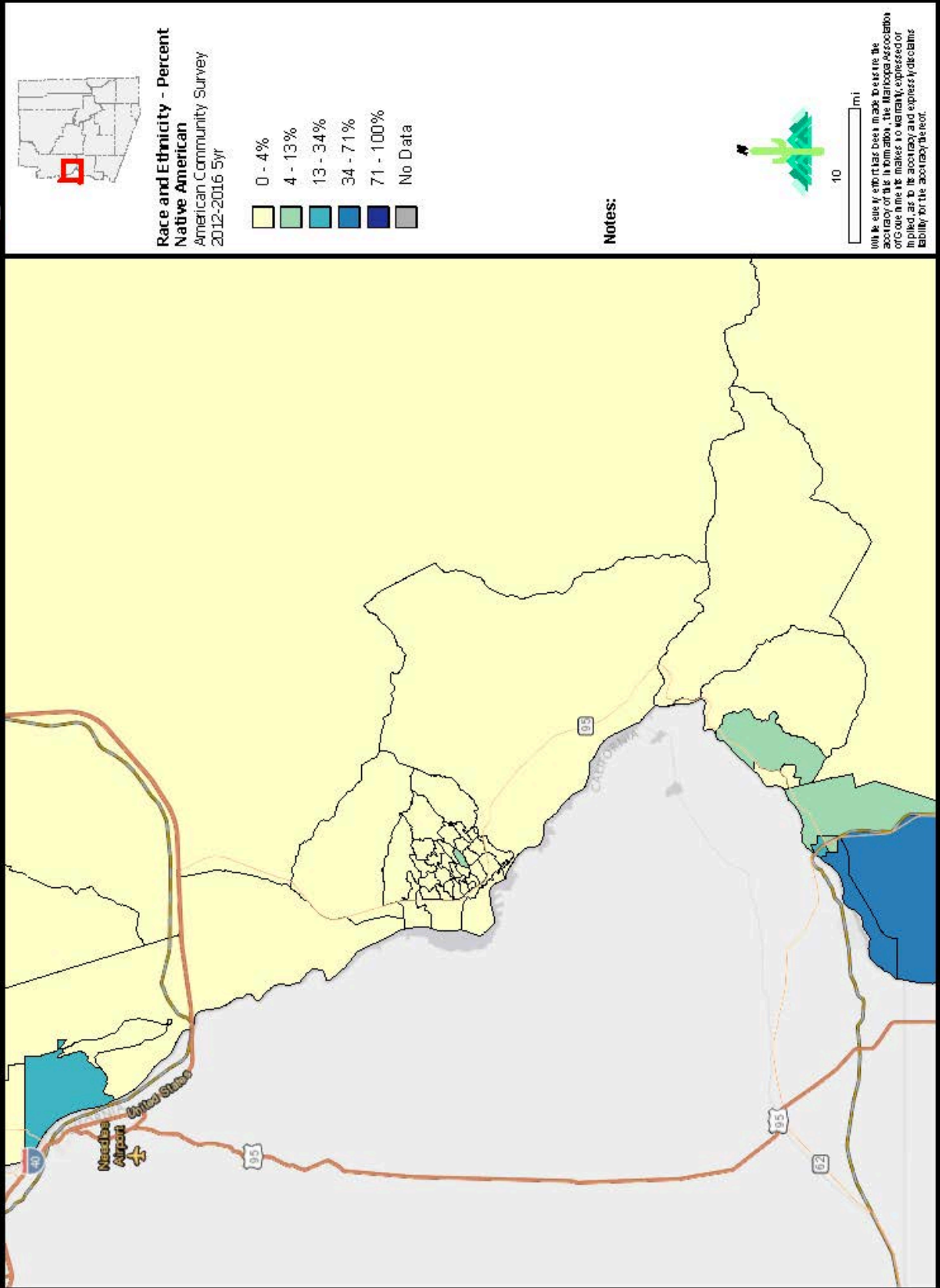


Race and Ethnicity - Percent Black

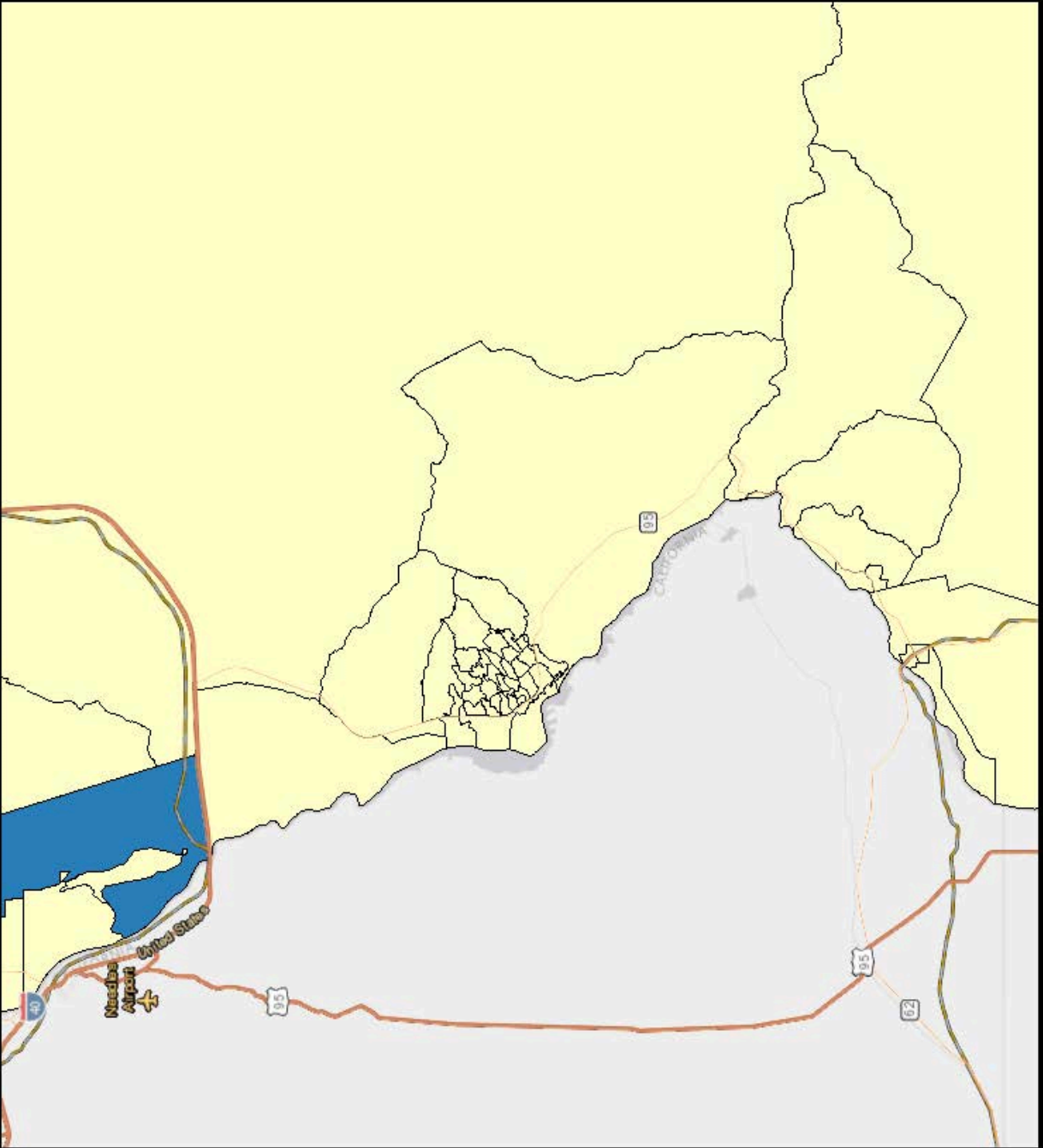




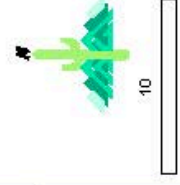
Race and Ethnicity - Percent Native American



Race and Ethnicity - Percent Other Race



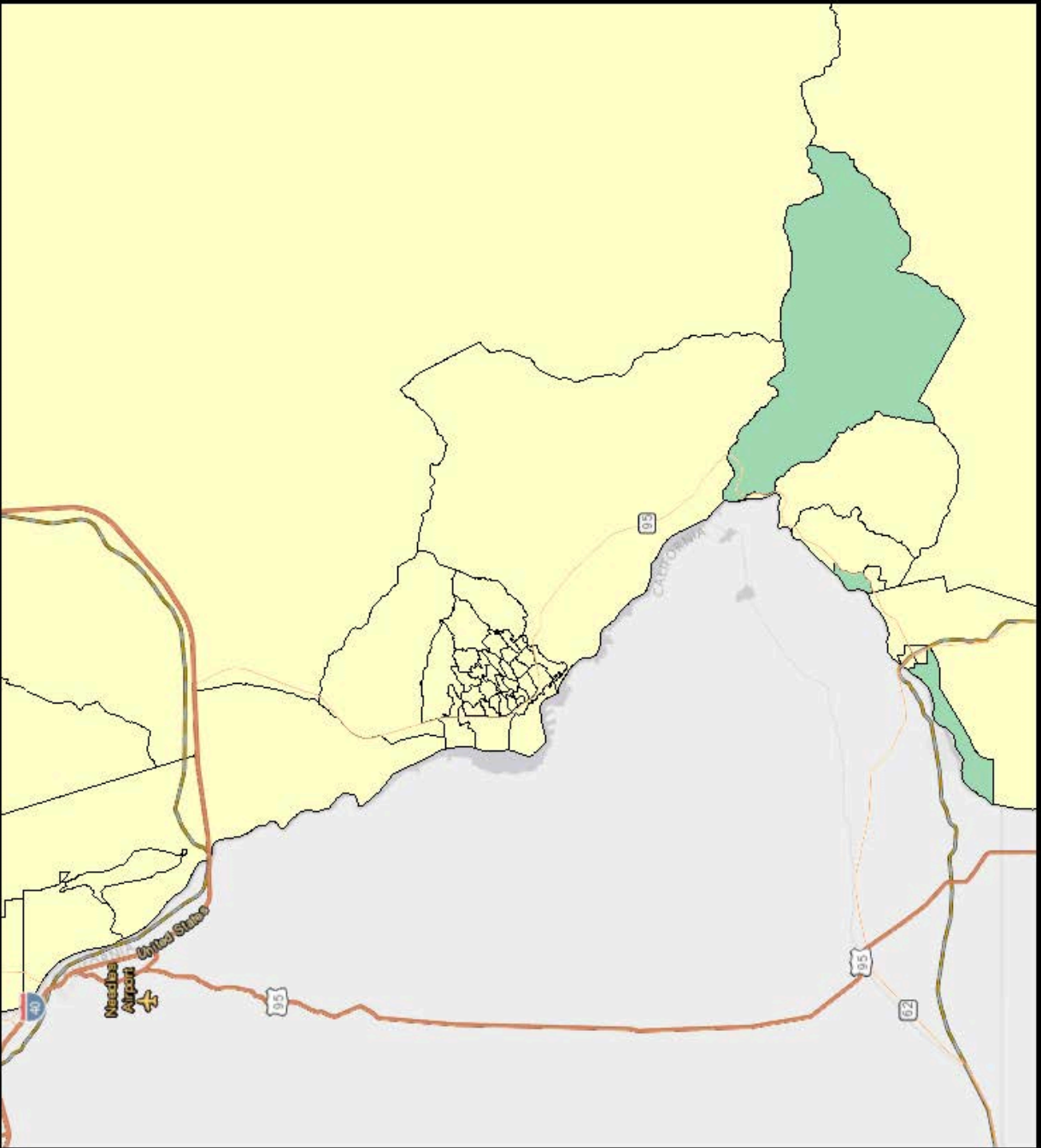
Notes:



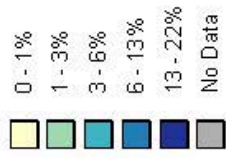
While every effort has been made to ensure the accuracy of this information, the Maricopa Association of Governments makes no warranty, expressed or implied, as to the accuracy and completeness of the information for the accuracy of the data.

Date: 11/28/2018

Race and Ethnicity - Percent Pacific Islander



**Race and Ethnicity - Percent
Pacific Islander**
American Community Survey
2012-2016 5yr



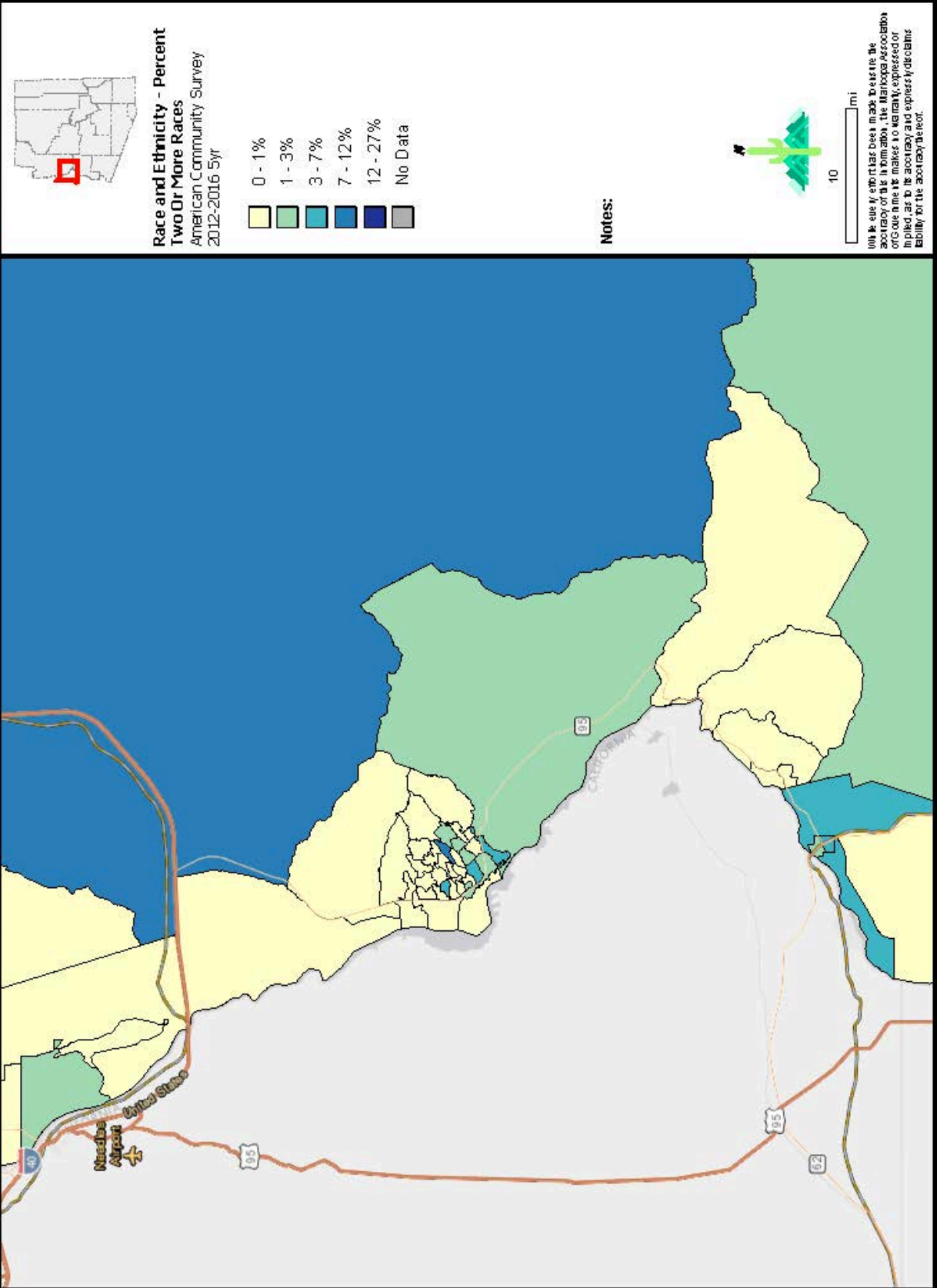
Notes:

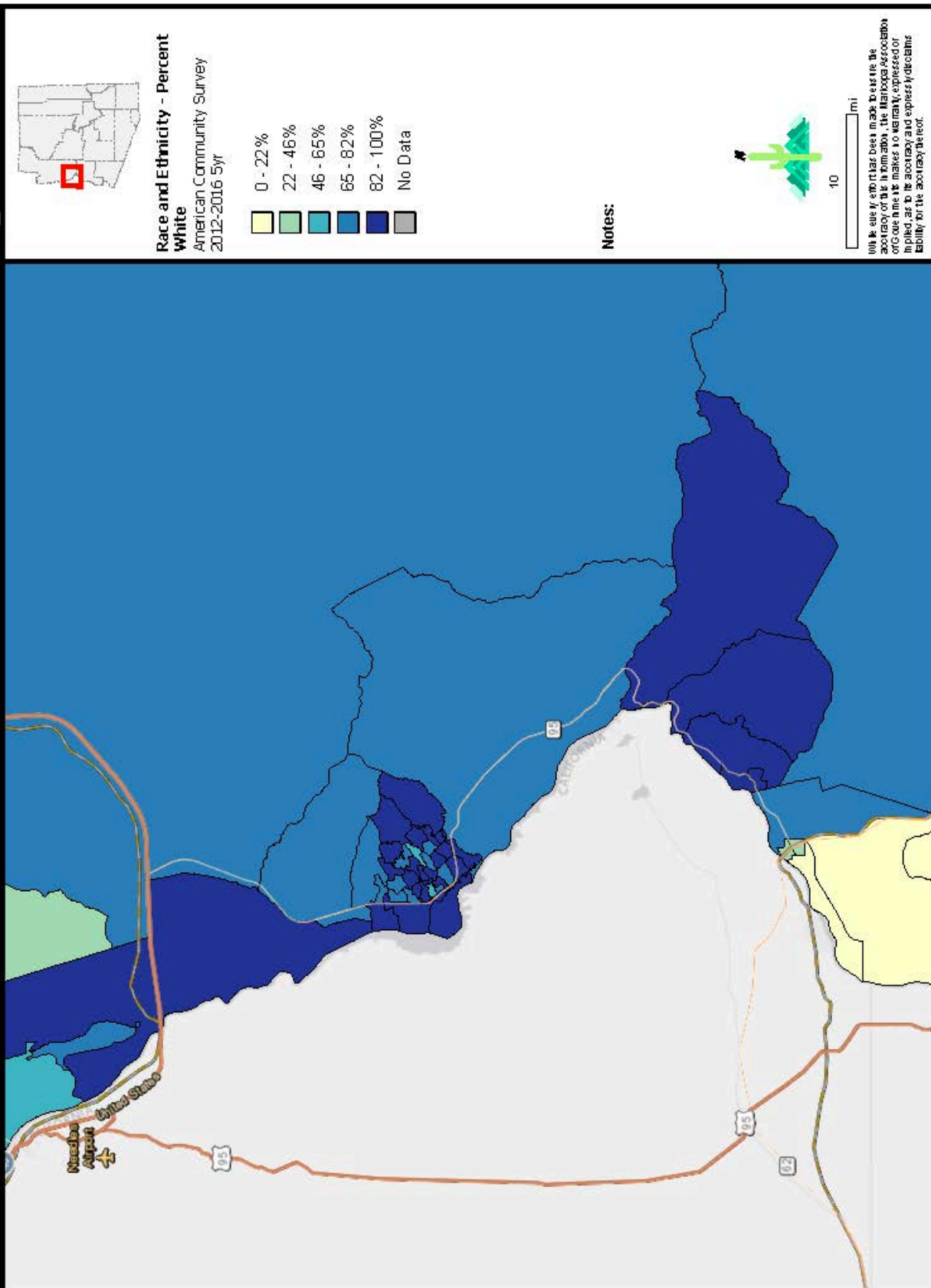


While every effort has been made to ensure the accuracy of this information, the Maricopa Association of Governments makes no warranty, expressed or implied, as to the accuracy and completeness of the information for the accuracy of the data.

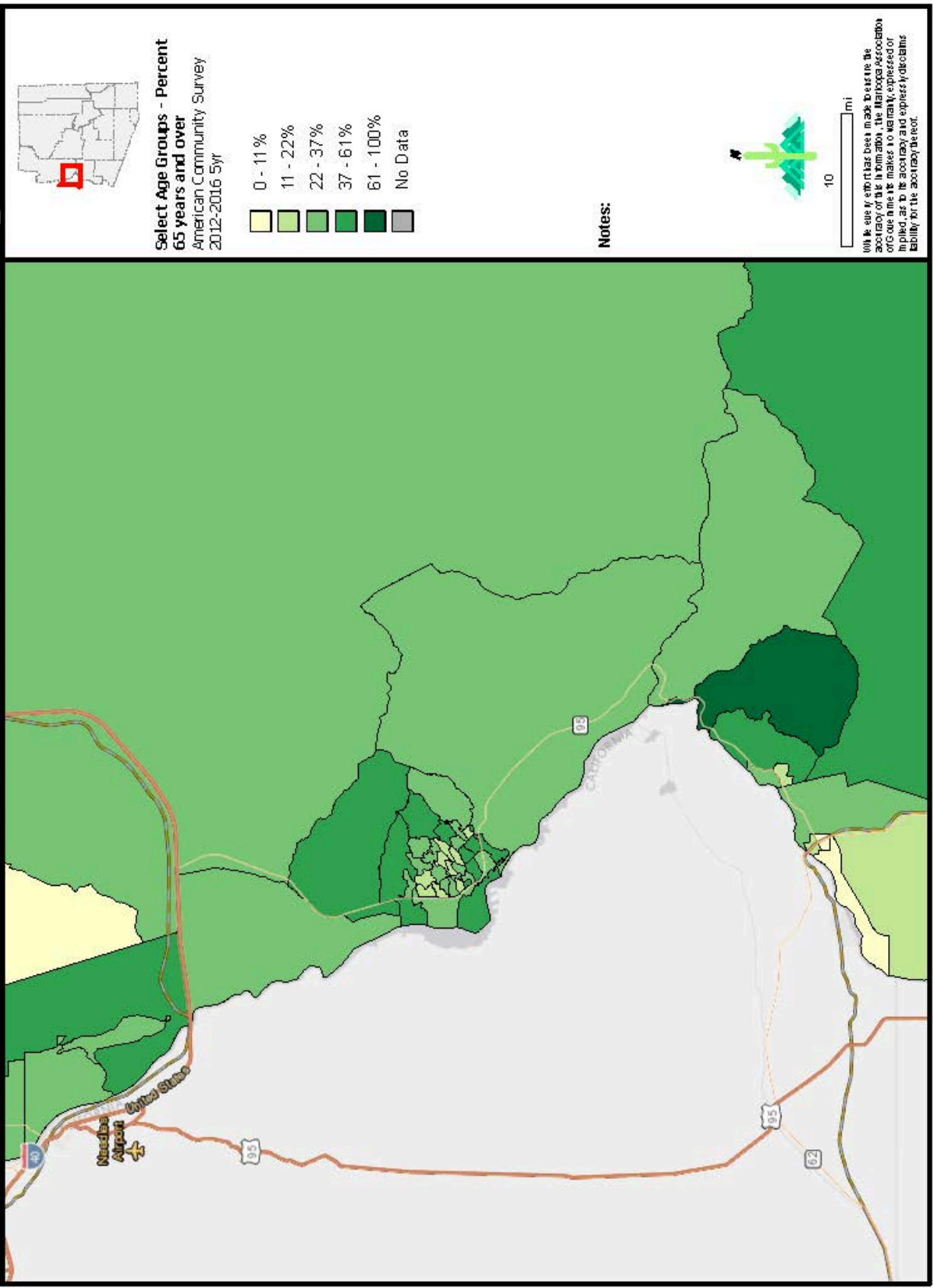
Date: 11/28/2018

Race and Ethnicity - Percent Two Or More Races

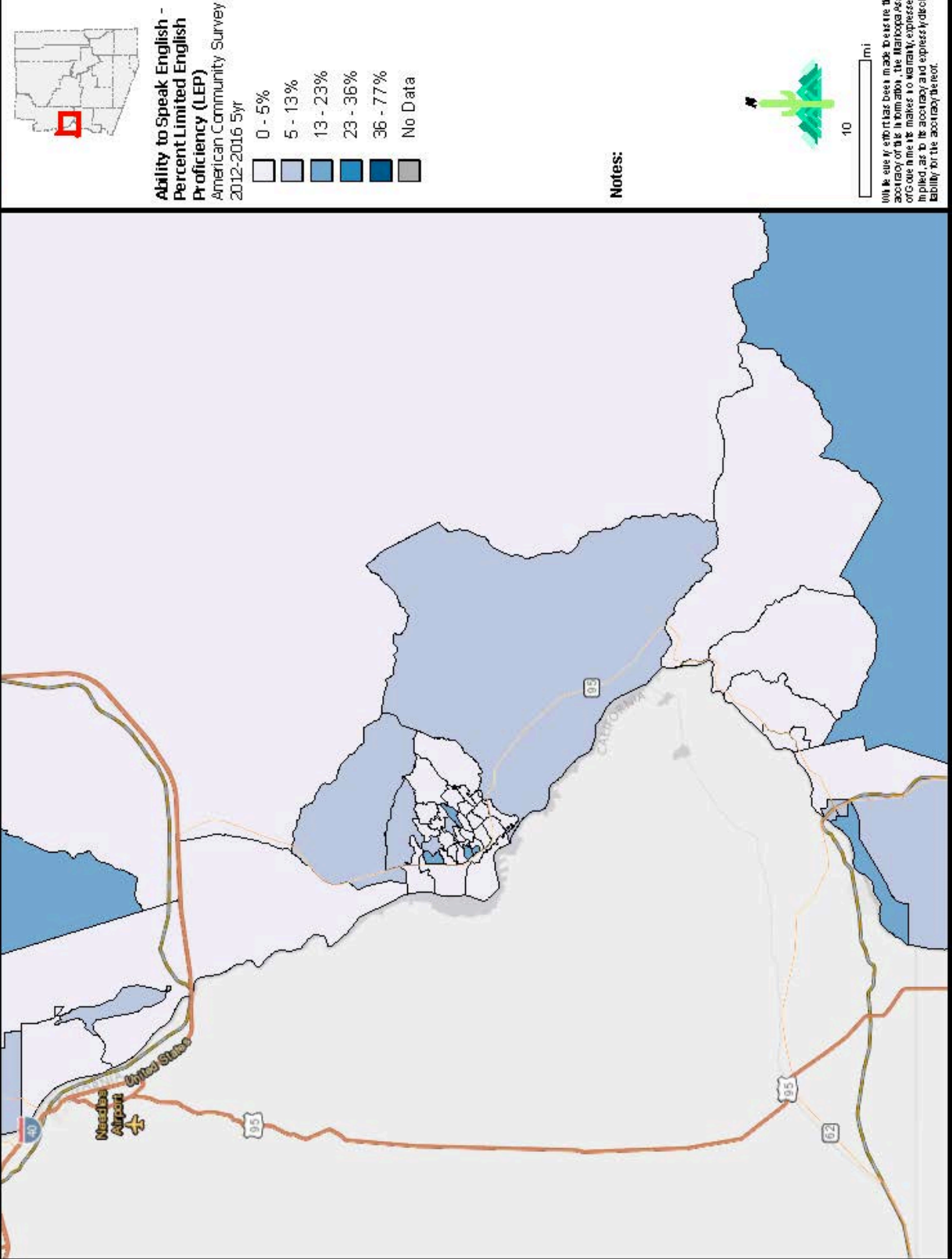




Select Age Groups - Percent 65 years and over

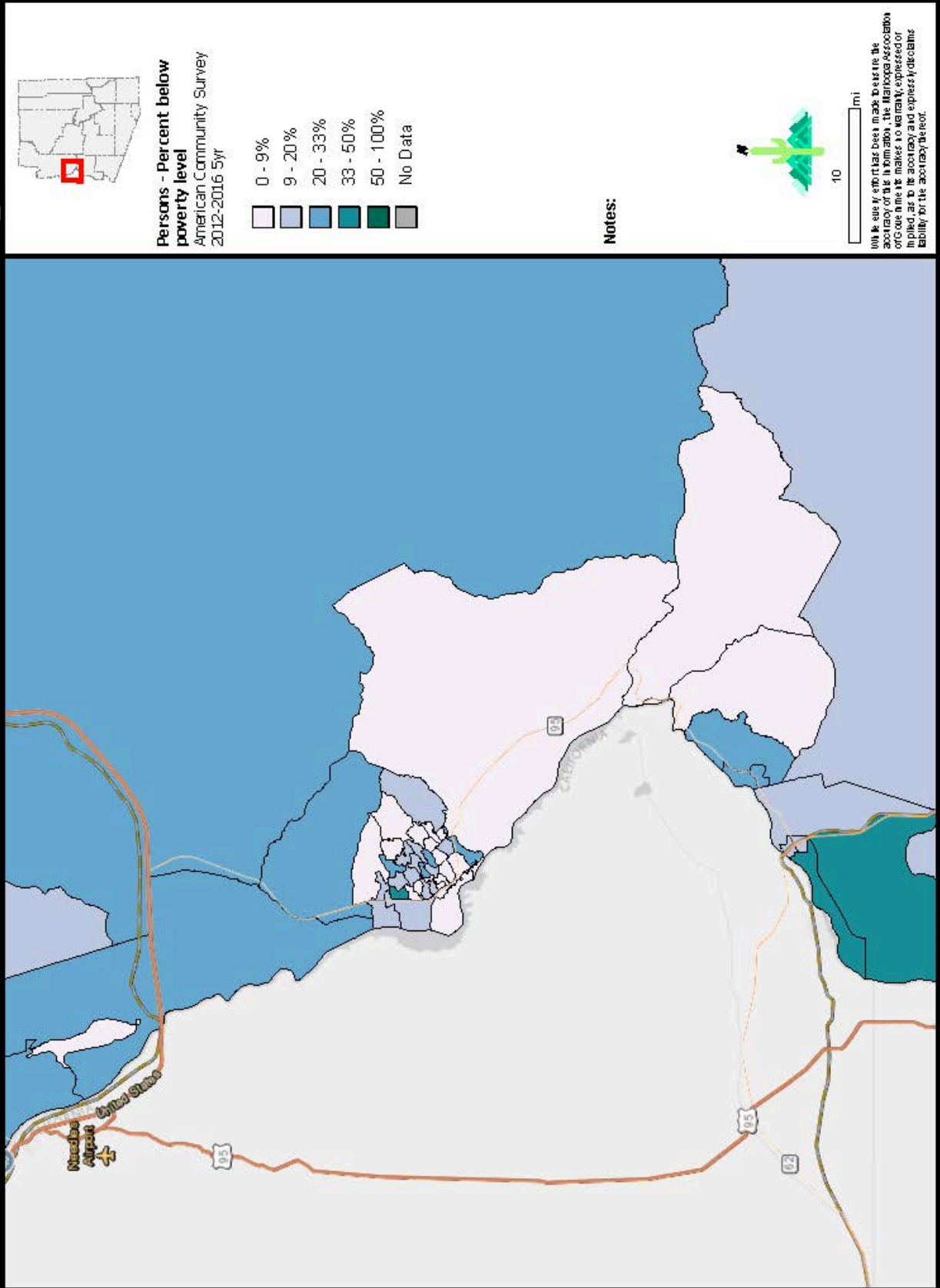


Ability to Speak English - Percent Limited English Proficiency (LEP)

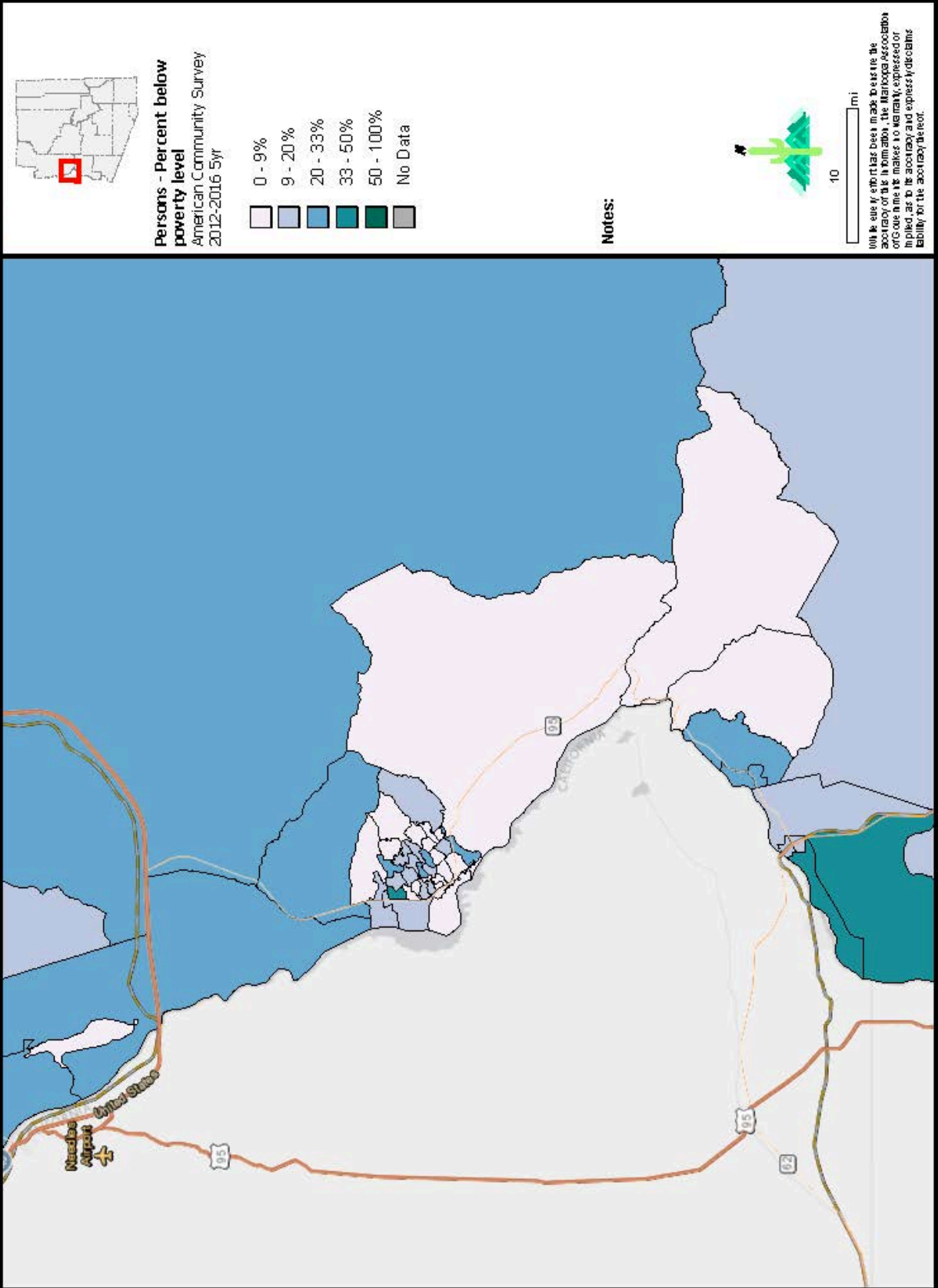


Date: 11/28/2018

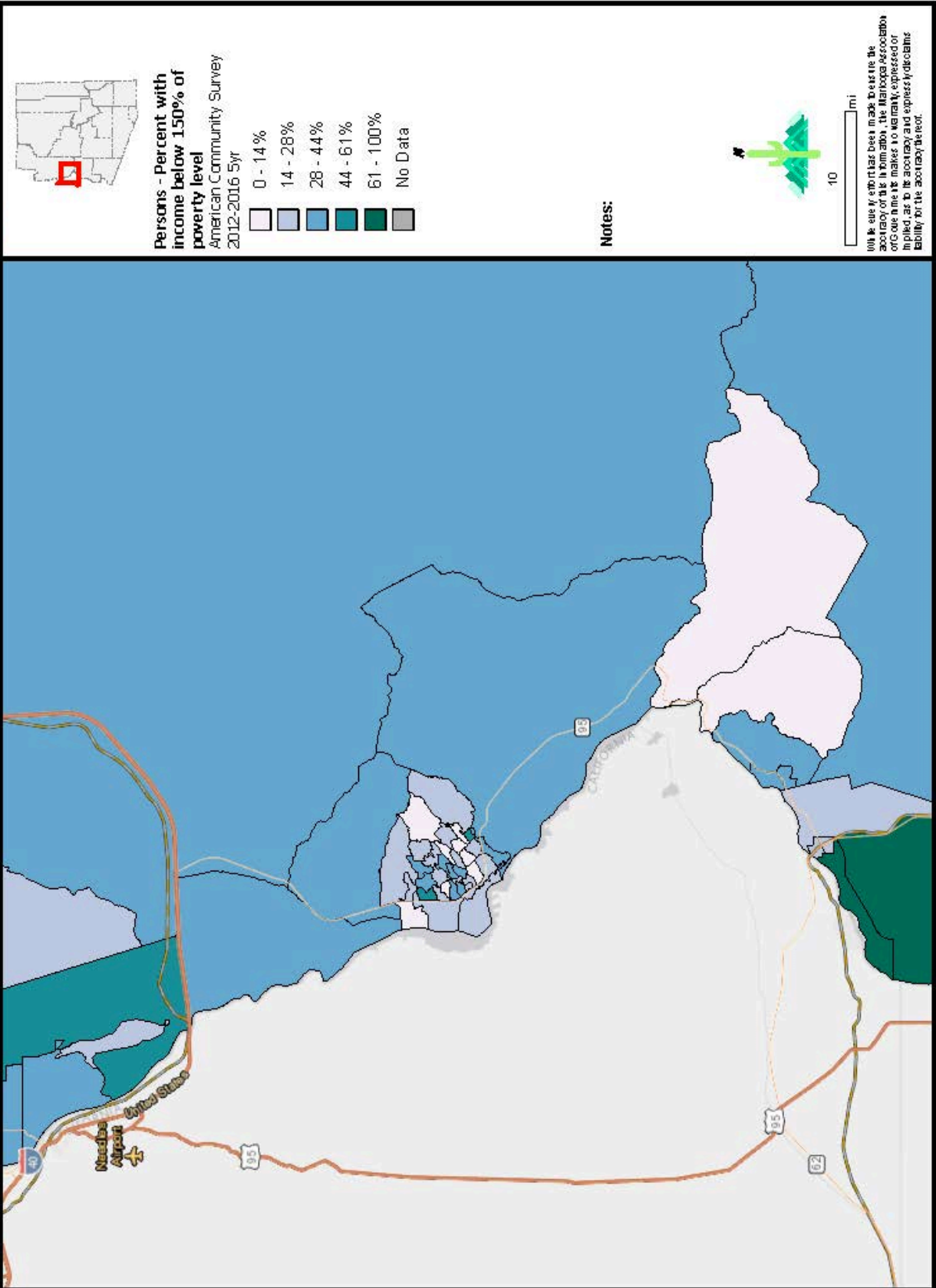
Persons - Percent below poverty level



Persons - Percent below poverty level



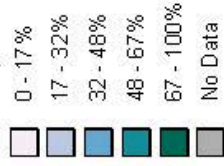
Persons - Percent with income below 150% of poverty level



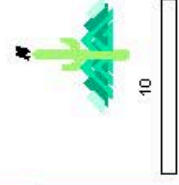
Persons - Percent with income below 200% of poverty level



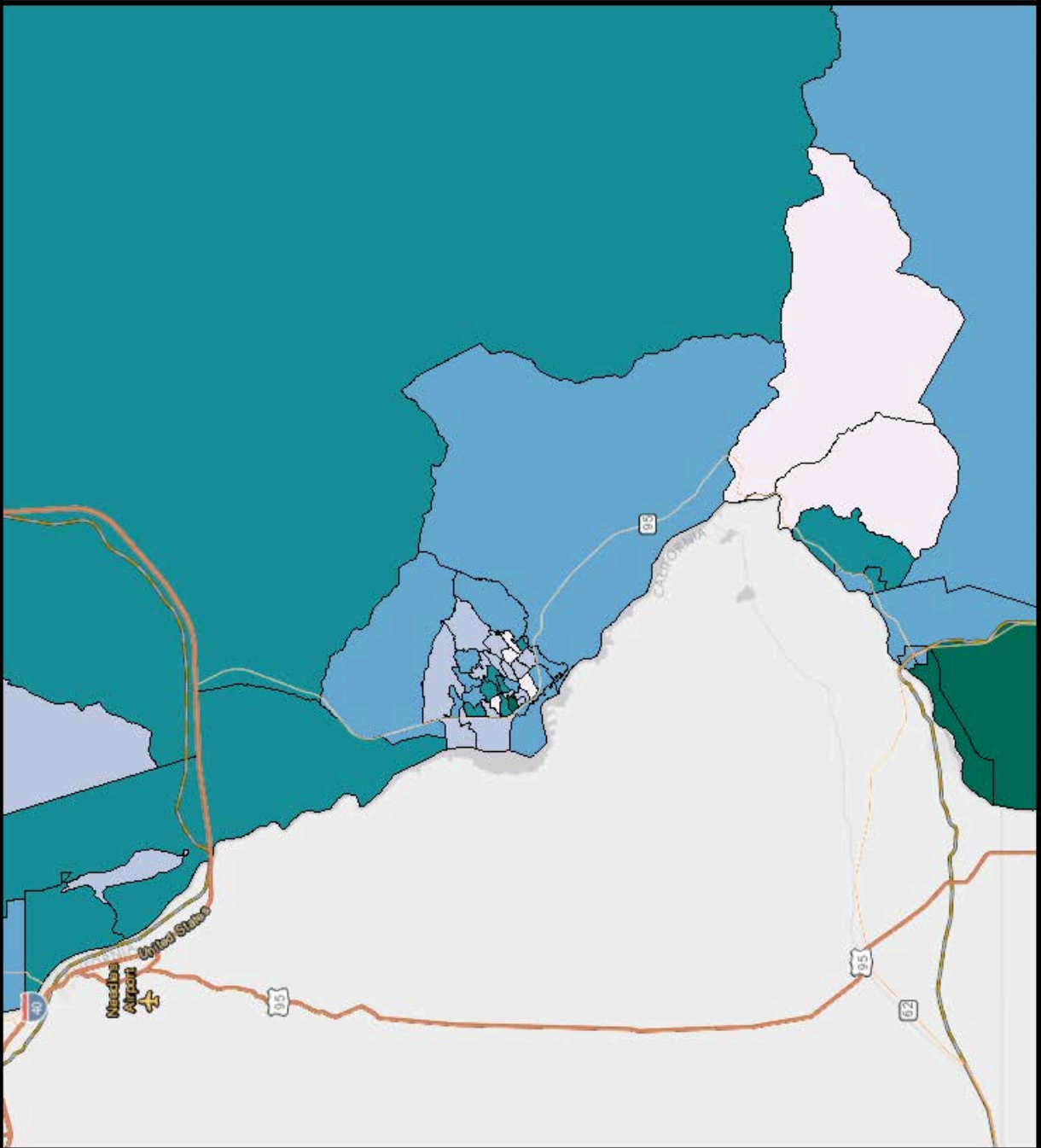
Persons - Percent with
income below 200% of
poverty level
American Community Survey
2012-2016 5yr



Notes:

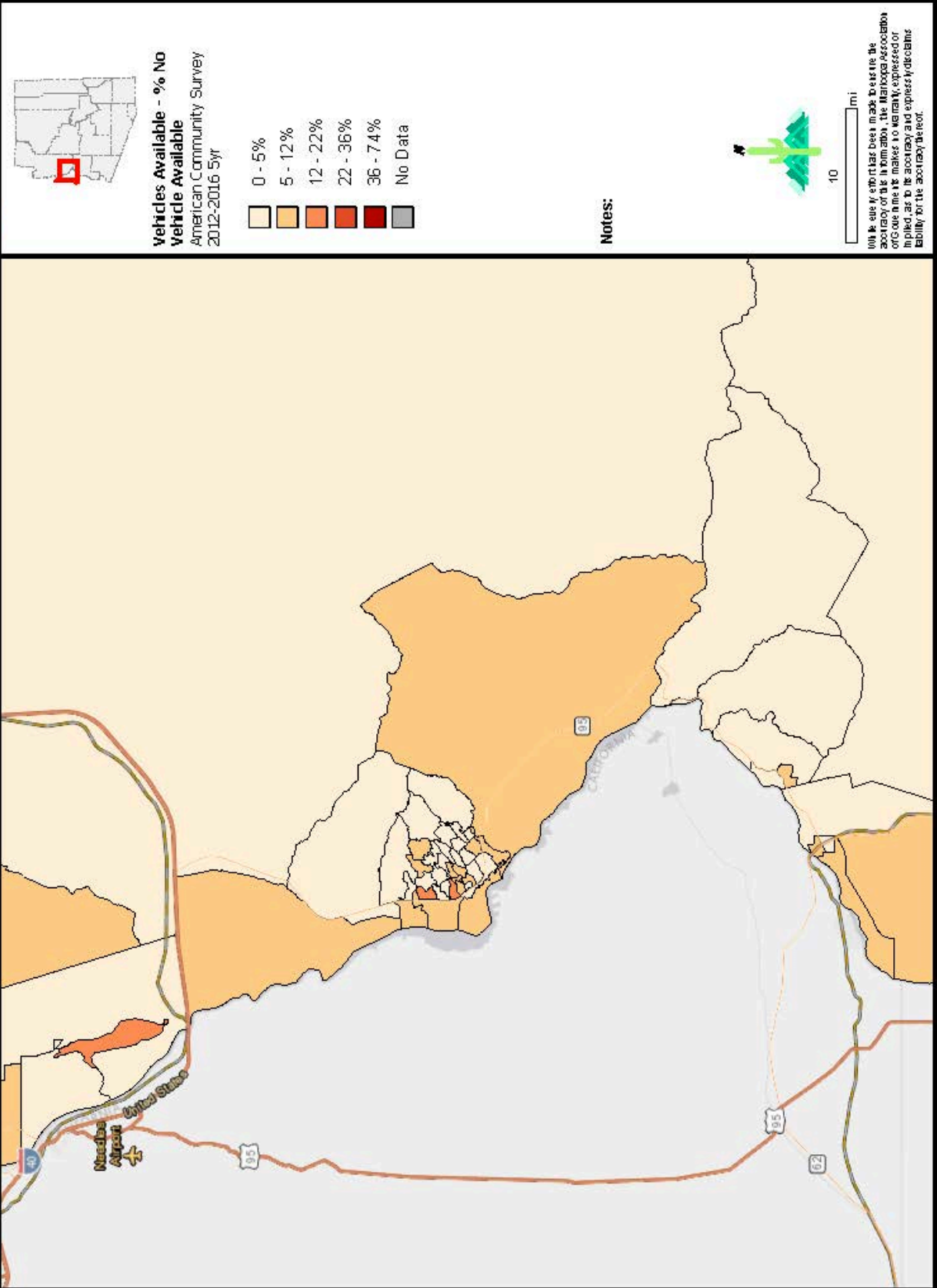


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accuracy of this information, the Maricopa Association
of Governments makes no warranty, expressed or
implied, as to the accuracy and completeness of
information for the accuracy of the data.

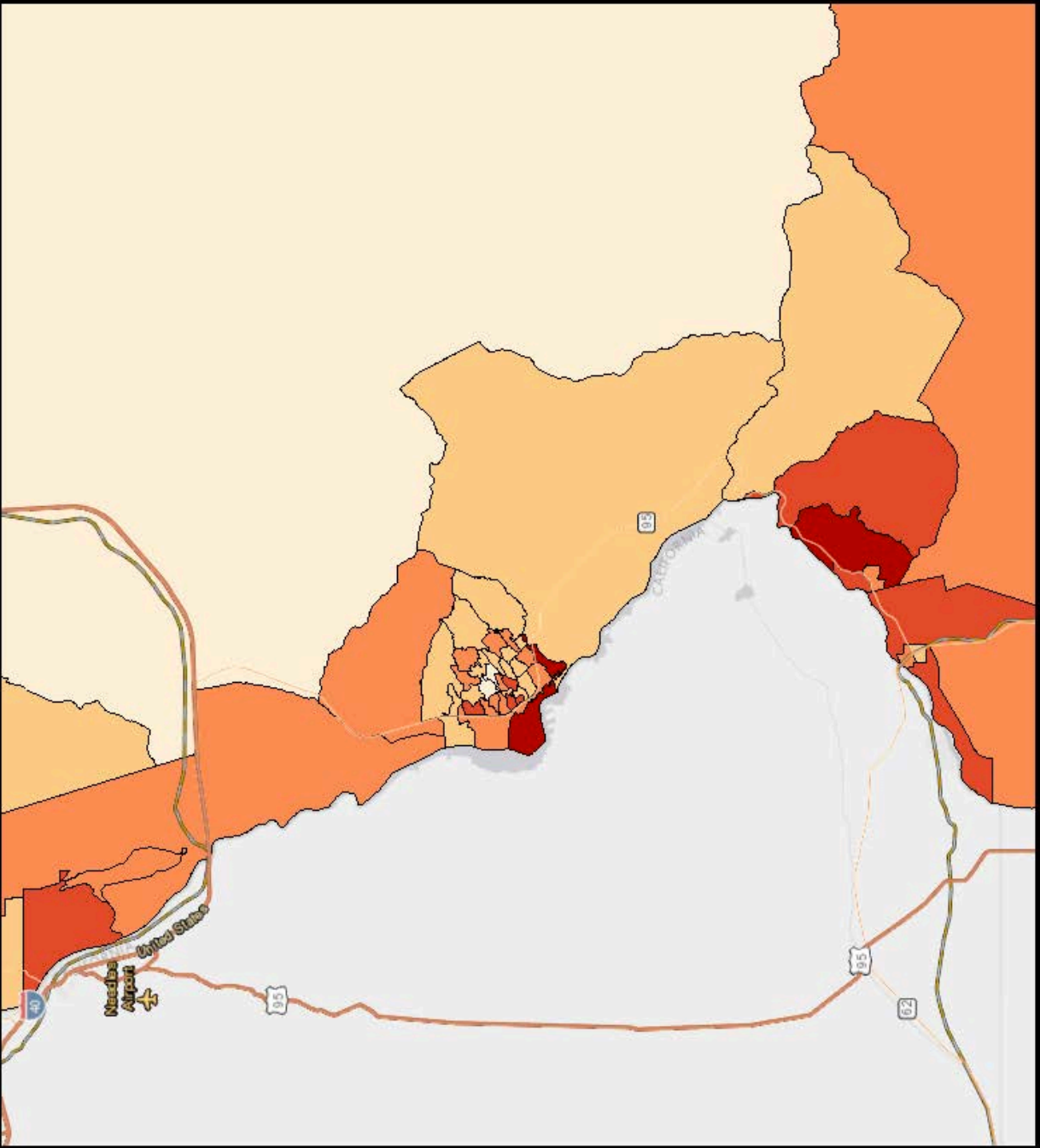


Date: 11/28/2018

Vehicles Available - % No Vehicle Available



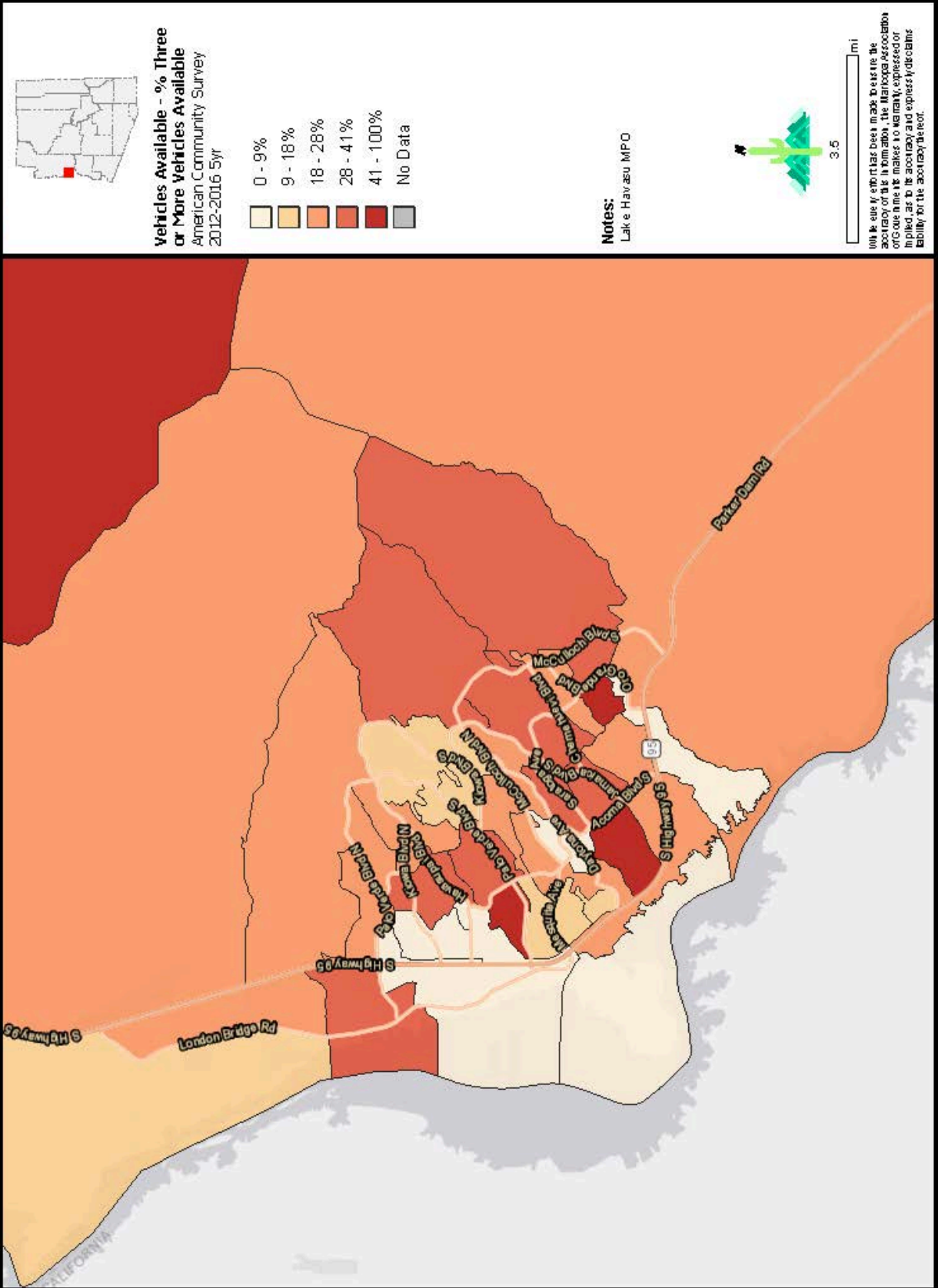
Vehicles Available - % One Vehicle Available



Date: 11/28/2018



Vehicles Available - % Three or More Vehicles Available



Date: 11/28/2018

**LAKE HAVASU METROPOLITAN
PLANNING ORGANIZATION
Annual Report Date: June 30, 2019**

ADA/Title VI Complaints, Investigations and Lawsuits				
Description/Name	Date Month, Day & Year	Summary (Basis of Complaint)*	Status	Actions / Final Findings
Complaints				
1)NIL				
2)NIL				
3)NIL				
Investigations				
1)NIL				
2)NIL				
3)NIL				
Lawsuits				
1)NIL				
2)NIL				
3)NIL				

*Specific category, i.e. Race, Color, Natural Orgin, Disability, etc.

Report to be Submitted Annually to ADOT Title VI Department, a NIL Report is Required