

**CITY OF RACINE, WISCONSIN**

**BELLE URBAN SYSTEM**

**TITLE VI Program**

**2014-2016**

**1.0 TITLE VI NOTICE TO THE PUBLIC - Attachment A**

- At City Hall
- On website
- On all buses
- At Transit Center
- On printed schedules
- At Belle Urban System Office

**2.0 TITLE VI COMPLAINT PROCEDURES - Attachment B**

**3.0 TITLE VI COMPLAINT FORM - Attachment C**

**4.0 LIST OF TRANSIT-RELATED TITLE VI COMPLAINTS - Attachment D**

**5.0 PUBLIC PARTICIPATION PLAN – Attachment E**

**6.0 LANGUAGE ASSISTANCE PLAN - Attachment F**

**7.0 MEMBERSHIP OF COMMITTEES AND COUNCILS - Attachment G**

**8.0 SUB-RECIPIENT COMPLIANCE - Attachment H**

**9.0 FIXED FACILITY EQUITY ANALYSIS**

There are no plans for construction of new Belle Urban System (BUS) operations centers, storage or maintenance facilities and therefore no equity analysis is required.

**10.0 REVIEW AND APPROVAL RESOLUTION/COMMISSION MINUTES  
Attachments I and J**

**11.0 SERVICE STANDARDS AND POLICIES**

**VEHICLE LOAD**

The City of Racine has adopted the following service standard for vehicle load factors:

Public transit service should be designed to provide adequate capacity to meet existing and projected demand. The average minimum load factor for local transit service during peak periods should not exceed 1.25. During off-peak periods the maximum load factor should not exceed 1.0.

**VEHICLE HEADWAY**

Thirty-minute weekday bus service is scheduled on five Main routes from approximately 5:30 AM to 8:10AM and between 2:10PM to 4:40 PM. Limited hourly bus service on those five main routes is scheduled approximately between 8:10AM and 2:10PM and approximately between 5:10PM and 9:10PM.

Saturday bus service is scheduled hourly on five main routes approximately from 6:10 AM to 6:10PM. Sunday bus service is scheduled on those routes approximately between 10:10 AM and 6:10 PM.

Two routes that primarily provide service to Industrial Parks and employment centers have half hour service scheduled from approximately 5:30AM to 8:10AM and between 2:10PM to 4:40PM. Limited hourly bus service on those routes is scheduled approximately between 8:10AM and 2:10PM and approximately between 5:10PM and 6:10PM.

One route primarily connecting western suburban communities has hourly bus service scheduled approximately between 8:10AM and 6:10PM weekdays. Express service to major employers in that same corridor is provided during weekdays to coincide with shift arrivals and departures varying between approximately 6:20AM and 11:20PM.

Supplementary bus service is provided weekdays during school periods along to absorb additional capacity from existing middle and high school locations along existing routes.

Complimentary para-transit bus service is offered within  $\frac{3}{4}$  of a mile of all non-express bus routes to match the hours of bus service available to the general public.

### ON-TIME PERFORMANCE

No other element of transit service is more important to the user than is on-time operation. On-time operation permits the user to minimize this wait-time and to confidently schedule his transit trips.

The ultimate goal is 100% on-time operation. However, the on-time performance of transit vehicles may be affected by many factors including traffic conditions, traffic controls, changes in load factors, mechanical failures, variations in operator performance, inclement weather, and other unanticipated emergencies.

Although many of these elements are beyond the control of the transit system, the impact of these factors may be minimized through efficient schedule construction, competent driver performance, and adequate supervision. Because schedule adherence is dependent upon factors outside of control of the transit system, a 90% on-time standard is used evaluating schedule adherence and that goal is measured and reached on all routes annually.

### SERVICE AVAILABILITY

The Belle Urban System measures its community access using the following standards:

- 30 minutes overall travel time to at least 40% of the area's employment opportunities.
- 45 minutes overall travel time to a regional retail and service center.
- 30 minutes overall travel time to a major medical center or a hospital and/or medical clinic.
- 40 minutes overall travel time to a public outdoor regional recreation area.

Census tracts 1, 2, 3, 4, 5, 8 and 10.01 exceed the region wide average of minority individuals. The CBD is in census tract 1. Roughly 90% of all employment centers are within the appropriate travel time of the minority rich census tracts. A 2013 Transit Development Plan

indicated adequate transit services, within trip time parameters, to retail centers, medical facilities, recreation areas and higher education facilities.

There is no bus service on all routes uniformly on the following six holidays: New Years Day, Memorial Day, Fourth of July holiday, Labor Day, Thanksgiving Day and Christmas Day.

### DISTRIBUTION OF TRANSIT AMENITIES

The City of Racine has bus shelters at 56 locations around the City with each route having shelters bases on utilization and policy standards Installation of bus patron passenger shelters is based on the following policy and standards:

Bus patron passenger shelters shall generally be installed where passenger loading is greatest and in locations where customers may be waiting with groceries and other parcels that may need to be sheltered from the elements.

Construction of bus passenger shelters at major secondary and tertiary transit loading points should generally be considered where one or more of the following conditions exist:

- The location has boarding passenger volumes of 50 or more passengers per day.
- The location is a major passenger transfer point between bus routes.
- The location serves major facilities designed specifically for the use of, or is frequently used by, elderly and disabled persons.

The City of Racine also has the following standard for locating individual bus stops:

“Transit stops for fixed-route local urban area transit service should be located no less than 600’ apart or no more than 1250’ apart.”

In addition, it is the policy of the City of Racine that:

“Transit stops shall generally be located at the far side of intersections, but may be placed at other locations if warranted by special circumstances.”

### VEHICLE ASSIGNMENT

The Belle Urban System fleet roster as of November 30, 2013 is as follows:

<u>Number of Vehicles</u>	<u>Year of Manufacture</u>	<u>Seating Capacity</u>	<u>ADA Accessibility</u>
7 - Para	2009	12	Yes
10 - FR	2004	35	Yes
3 - FR	2009	32	Yes
5 - FR	2011	32	Yes
3 - FR	2012	32	Yes
<u>14 - FR</u>	2013	32	Yes

42 total transit vehicles

Fixed route buses are randomly assigned to all routes and no preference is given for service on any one route over another. All vehicles are the same size and same manufacturer. The 10 2004 fixed route buses have slightly more seating because of one less required wheel chair stanchion.

Average fixed route age of fleet is 3.7 years. Average paratransit fleet age is 4.

**ATTACHMENT A**

# **Notification the Public of Rights Under Title VI The City of Racine**

- The City of Racine operates its programs and services without regard to race, color, and national origin in accordance with Title VI of the Civil Rights Act. Any person who believes she or he has been aggrieved by any unlawful discriminatory practice under Title VI may file a complaint with the City of Racine.
- For more information on the City of Racine's civil rights programs, and the procedures to file a complaint, contact (262) 636-9589, email to [timothy.tompkins@cityofracine.org](mailto:timothy.tompkins@cityofracine.org), or visit the City of Racine Human Resources Department - Room 204, 730 Wisconsin Avenue, Racine, WI. Additional information is posted on the home page at [www.cityofracinetransit.com](http://www.cityofracinetransit.com).
- A complainant may also file a complaint directly with the Federal Transit Administration by filing with the Office of Civil Rights, Attention: Title VI Program Coordinator, East Building, 5<sup>th</sup> Floor-TCR, 1200 New Jersey Avenue SE, Washington, DC 20590.

**ATTACHMENT B**

**CITY OF RACINE**

**HOW TO FILE A TITLE VI DISCRIMINATION COMPLAINT**

The City of Racine/Belle Urban System operates its programs without regard to race, sex, color or national origin.

Any person who believes that he or she, individually, or as a member of any specific class of persons, has been subjected to 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 Title VI discrimination complaint.

You may file an "informal" Title VI discrimination complaint with the City of Racine, or you may file a "formal" discrimination complaint with the Federal Transit Administration. No one may threaten or harass you for making a complaint. No one may threaten or harass your witness because they are willing to say what they saw, heard or experienced.

To file an "informal" Title VI discrimination complaint, request a Title VI discrimination complaint form from the City of Racine by calling the Affirmative Action Officer at (262) 636-9589. Send a copy of the completed form to the City of Racine, Affirmative Action Officer and retain a copy for your records. A written response to your complaint is required within 30 days.

If you are not satisfied with the response and suggested resolution by the Affirmative Action officer you may request a hearing of your issue in front of the City of Racine Transit Commission. Such hearing should be requested no more than 30 days after receipt of the Affirmative Action Officer's response and it will be scheduled at a mutually convenient time for both you and the Transit Commission no later than 60 days after your request for a Transit Commission hearing.

If you are not satisfied with the resolution to your "informal" complaint, you can still file a "formal" complaint with the Federal Transit Administration. A formal complaint must be filed with 180 days of the occurrence of the action provoking the complaint.

If you plan to make a formal complaint you are not required to wait to get an answer to the informal complaint. You may file a formal complaint at any time, before the 180 day deadline, even if you are awaiting a response to an informal complaint. The address for the Federal Transit Administration is listed below. Formal complaints should be filed as soon as possible after the occurrence of the action provoking the complaint.

The address to file a formal complaint is:

FTA Office of Civil Rights  
Title VI Program Coordinator  
East Building, 5<sup>th</sup> Floor-TCR  
1200 New Jersey Avenue SE  
Washington, DC. 20590

Revised and approved 11-6-2013

ATTACHMENT C

Federal Transit Administration  
Office of Civil Rights  
Complaint Form

**Section I**

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

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

Telephone Numbers:

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

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

Accessible Format Requirements?

Large Print \_\_\_\_\_ Audio tape \_\_\_\_\_

TDD \_\_\_\_\_ Other \_\_\_\_\_

**The Federal Transit Administration (FTA) Office of Civil Rights is responsible for civil rights compliance and monitoring, which includes ensuring that providers of public transportation properly abide by Title VI of the Civil Rights Act of 1964, Executive Order 12898, "Federal Actions To Address Environmental Justice in Minority Populations and Low Income Populations," and the Department of Transportation's Guidance to Recipients on Special Language Services to Limited English Proficient (LEP) Beneficiaries.**

**In the FTA complaint investigation process, we analyze the complainant's allegations for possible Title VI and related deficiencies by the transit provider. If deficiencies are identified they are presented to the transit provider and assistance is offered to correct the inadequacies within a predetermined timeframe. FTA also may refer the matter to the U.S. Department of Justice for enforcement.**

**Section II**

Are you filing this complaint on your own behalf?

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

[If you answered "yes" to this question, go to Section III.]

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

\_\_\_\_\_

Please explain why you have filed for a third party. \_\_\_\_\_



ATTACHMENT C

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Please confirm that you have obtained the permission of the aggrieved party if you are filing on behalf of a third party.

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

**Section III**

Have you previously filed a Title VI complaint with FTA? Yes \_\_\_\_ No \_\_\_\_

If yes, what was your FTA Complaint Number? \_\_\_\_\_

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

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

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

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

Other \_\_\_\_\_

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

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

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

**Section IV**

Name of public transit provider complaint is against:

\_\_\_\_\_

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

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

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

**Section V**

ATTACHMENT C

May we release a copy of your complaint to the transit provider?

Yes  No

May we release your identity to the transit provider?

Yes  No

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

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

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

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**Please mail your completed form to: Timothy Thompkins, Human Resource/Affirmative  
Action Officer, City of Racine, 730 Washington Avenue, Room 204, Racine, WI 53403**

**ATTACHMENT D**

**TRANSIT RELATED COMPLAINTS**

The City of Racine has not received any Title VI complaints as of November 6, 2013.

The City's Affirmative Action Officer reports distributing one complaint form recently but has not received a completed form as of November 6, 2013.

A potential earlier complaint regarding not requiring children under 5 to show identification was addressed personally with the Senior Citizen who felt that this was unfair as Senior Citizens had to provide proof of age. Belle Urban System management is working with the affected party to minimize her concerns.

ATTACHMENT E

PUBLIC PARTICIPATION PLAN

The City of Racine generally makes use of the local media (radio, newspapers and cable television) to communicate with the public regarding transit matters. News releases are issued periodically to all local media to disseminate transit stories of general interest. The City also purchase display advertisements from the local newspaper and uses radio and cable television to a lesser extent to highlight service changes. The City has an approved marketing plan for promoting the transit system operations.

When changes of an extensive nature are planned, information is distributed to the media and public input sessions are scheduled to obtain citizen input. Public notices in the form of paid advertising on posted at least 30 days in advance of public comment period and then again no less than 7 days in advance of the public comment period. Notices are generally placed in print media aimed at minority and Spanish speaking populations.

Subsequent to the public comment period, the Transit and Parking Commission of the City of Racine reviews the information received and comments made and makes its recommendations.

Lastly, the Common Council of the City adopts or rejects any Commission recommendations. The Racine Common Council provides public comment periods before all meetings as part of their posted agenda.

The City of Racine also complies with all public information requirements of the Americans with Disabilities Act, including making information available, as requested, to visually impaired or deaf individuals. The City also makes accommodation, as requested, for individuals with accessibility or interpretation needs if notified 48 hours prior to a meeting or public hearing.

Attachment F  
(currently being revised by  
the regional plan commission)

LIMITED ENGLISH PROFICIENCY PLAN  
CITY OF RACINE BELLE URBAN SYSTEM  
July 2010

**Introduction**

The Racine Belle Urban System (BUS) has developed this Limited English Proficiency (LEP) Plan to identify reasonable steps to provide language assistance for LEP persons seeking meaningful access to BUS transit and paratransit services as required under guidance published by the Federal Transit Administration (FTA). A limited English proficiency person is one who does not speak English as their primary language and who has a limited ability to read, speak, write, or understand English. This plan details procedures on how to identify a person who may need language assistance, the ways in which assistance may be provided, training staff, how to notify LEP persons that assistance is available, and information for future plan updates. In developing the plan, BUS undertook a U.S. Department of Transportation four factor LEP analysis which considers the following: 1) The number or proportion of LEP persons eligible in the BUS service area who maybe served or likely to encounter an BUS program, activity, or service; 2) the frequency with which LEP individuals come in contact with an BUS service; 3) the nature and importance of the program, activity or service provided by the BUS to the LEP population; and 4) the resources available ton BUS and overall costs to provide LEP assistance. A brief description of these considerations is provided in the following sections.

**Four Factor Analysis**

The FTA's LEP guidance<sup>1</sup> requires a four factor analysis to determine the level of assistance required to provide meaningful access. The analysis performed by BUS is contained below.

***The Number and Proportion of LEP Persons Served or Encountered in the Eligible Service Population***

Information on the size and location of the LEP population in the BUS service area was derived from 2000 U. S. Census population figures for questions on language use and English-speaking ability asked of

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<sup>1</sup> See "Implementing the Department of Transportation's Policy Guidance Concerning Recipients' Responsibilities to Limited English Proficient (LEP) Persons--A Handbook for Public Transportation Providers," Federal Transit Administration Office of Civil Rights, April 13, 2007

persons aged 5 and over. The total population aged 5 and over in the year 2000 for the census tracts representing the BUS service area was 137,255 persons. Of this total, 13,158, or about 10 percent, spoke a language other than English at home, with the majority (63 percent) speaking Spanish. A total of 2,581 persons, representing about 1.9 percent of the total service area population and about 19.6 percent those speaking another language at home, indicated that they spoke English "not well" or "not at all." Persons who speak English "not well" or "not at all" are considered to be LEP persons for the purposes of this plan.

The figures and percentage of the population age 5 and over that are considered as LEP persons are shown in Tables 1 and 2. Map 1 displays the census tracts where the LEP population was greater than the average for the BUS service area of 1.9 percent noted above. About 72 percent of the LEP population is contained in the 11 census tracts with above average concentrations of LEP persons. Both the absolute size of the LEP population and the percentage of the total population in these tracts are small. The number of LEP persons in these tracts ranged from 56 to 310 persons and represented from 2.0 to 9.6 percent of the population aged 5 and over in the census tracts representing the BUS service area. The vast majority (78.8 percent) of the LEP population for BUS speaks Spanish.

#### **Frequency of Contact with LEP persons for BUS Programs, Activities, and Services**

The B.U.S. has not received any requests for translated materials or interpreters.

The primary locations where the public comes into contact with the B.U.S. are as follows:

- Downtown Transit Center (fare media sales, general information, route and schedule information)
- Transit Operations and Maintenance Facility (route and schedule information, general information, ADA eligibility and paratransit information)
- Fixed Route and Paratransit vehicles (using system, fare payment, route and schedule information)
- Customer Information Line (route and schedule information, ADA eligibility and paratransit information, general information)
- B.U.S. website (information on system).

The B.U.S.'s staff has had limited contact with individuals with limited English skills in need of assistance in using the system or getting information about the system. Operations personnel have indicated limited contact with individuals whose English language skills were limited and they have been able to communicate sufficiently to provide assistance as needed. The vast majority of the individuals

with limited English language skills that the B.U.S. has come in contact with are Spanish speaking. None of the B.U.S.'s administrative/office staff are Spanish speaking. The B.U.S. has not experienced any instances in the last several years at the Transit Operations and Maintenance Facility, where a person with limited English required assistance. B.U.S. Customer Service personnel and Dispatchers report that there has not been a single instance when they have received a telephone request from non-English speaking individuals who they have not been able to assist. The B.U.S. has not received written correspondence nor electronic inquiries concerning this issue.

### **Importance of BUS's Programs, Activities, and Services to Persons of Limited English Proficiency**

The B.U.S. operates fixed-route bus service and its (DART) service, a demand-response paratransit service for people with disabilities.

Fixed-route service is used by the majority of people who ride the B.U.S.. The two most important areas in the use of fixed-route service which involve language skills are trip planning, and in-trip information. Essentially, in order to use fixed-route service, an individual first needs to determine bus stops, time, and bus routes to accomplish a particular trip, and then needs to wait at the correct bus stop, board the correct bus, and get off at the correct bus stop. A person that does not speak English may require assistance in trip planning, but this can occur before the time of the trip. During the trip, speaking and understanding English is not necessary, but may be required to deal with unusual situations.

Demand-responsive service has different requirements. In order to qualify, an individual must submit an application and, if approved, receive an identification card. English language skills are necessary for this process, but many agencies provide assistance in this process. In addition, family members provide assistance in this process for many applicants. Once approved, an individual must make a telephone reservation for each trip. Language skill is required for this process, but another person, such as a family member or agency, can make the reservation for the individual. No language skills are necessary during the trip. The service is designed to provide service for persons with a wide variety of disabilities, including persons with severe cognitive disabilities who do not speak or understand any language. The rider must have their identification card to ride and their pick-up and drop-off locations are provided to the driver in the form of a Driver Manifest. Also, the Dispatch Department has access to information on each rider including if the passenger has an impairment that affects his/her ability to speak or hear, and an emergency contact person should the driver need assistance.

A final important area is participation in B.U.S.'s public input process. When an increase in fares or significant changes in service are being considered, the B.U.S. seeks input from riders and other members of the public. Language skills are necessary for participation. However, the B.U.S. procedure provides a range of ways to make comments, ask questions, or make a suggestion.

#### **Available Resources and Overall Costs for BUS Limited English Proficiency Plan**

The B.U.S. has safety signage and stickers inside its newer buses posted in Spanish and also provides bilingual (English and Spanish) Ride Guides. The B.U.S. does not provide translation assistance. Metro also participates in Community Resource Days that occur at the Downtown Campus of Gateway Technical College. The downtown Campus is primarily devoted to GED and English as a Second Language programs. The B.U.S. is also available to give presentations on how to ride the bus to English as a Second Language classes through the Racine Literacy Council and area Spanish-speaking organizations.

Based on the analysis above, The B.U.S. will incorporate more information in Spanish within its current information pieces. Given the relatively small size of the LEP population, it is not cost effective to create separate information pieces that are in Spanish only. The results of the analysis also indicate that there is not a significant need for translated materials in additional languages beside Spanish.

The B.U.S. is currently working with a community partner to translate additional materials into Spanish work and develop a quick transit related phrase guide that B.U.S. staff can refer to when in contact with Spanish speaking passengers. There are several organizations in the Racine area that provide assistance to Hispanic citizens. The B.U.S. plans to work with one or multiple partners to translate information into Spanish for the new display information boards at the Downtown Transit Center and the new Transit Guide. In the future, other information pieces will include information in Spanish when warranted and cost efficient to provide.

The B.U.S. will also work with community organizations to provide a broad network of transit information to LEP persons. In addition, the B.U.S. will work to establish a referral relationship with one or more of these organizations where the B.U.S. can refer LEP persons to should the LEP person need language assistance beyond what the B.U.S. can provide. The B.U.S. will continue to monitor the LEP population in its service area and will adjust its LEP Plan to meet the needs of the B.U.S. community.



Table 1

**PERSONS WITH LIMITED ENGLISH PROFICIENCY (LEP) IN  
THE SERVICE AREA FOR THE RACINE BELL URBAN SYSTEM: 2000**

	Total Population Age Five and Over	Percent of Total Population
Total population	137,255	100.0
Population Speaking only English	124,097	90.4
Population Speaking Other Languages		
Speaking Spanish		
Total	8,347	6.1
With Limited English Proficiency <sup>a</sup>	2,033	1.5
Speaking Indo-European Languages		
Total	3,517	2.6
With Limited English Proficiency <sup>a</sup>	303	0.2
Speaking Asian and Pacific Islander Languages		
Total	938	0.7
With Limited English Proficiency <sup>a</sup>	206	0.2
Speaking Other Non-English Languages		
Total	356	0.3
With Limited English Proficiency <sup>a</sup>	39	Less than 0.1
All Other Non-English Languages		
Total	13,158	9.6
With Limited English Proficiency <sup>a</sup>	2,581	1.9

<sup>a</sup> Limited English Proficiency (LEP) persons were those who indicated in the 2000 Census that they did not speak English well or spoke no English.

Source: U.S. Bureau of the Census, and SEWRPC.

Table 2  
**PERSONS WITH LIMITED ENGLISH PROFICIENCY (LEP) IN THE SERVICE AREA FOR RACINE BELLE URBAN SYSTEM BY CENSUS TRACT: 2000**

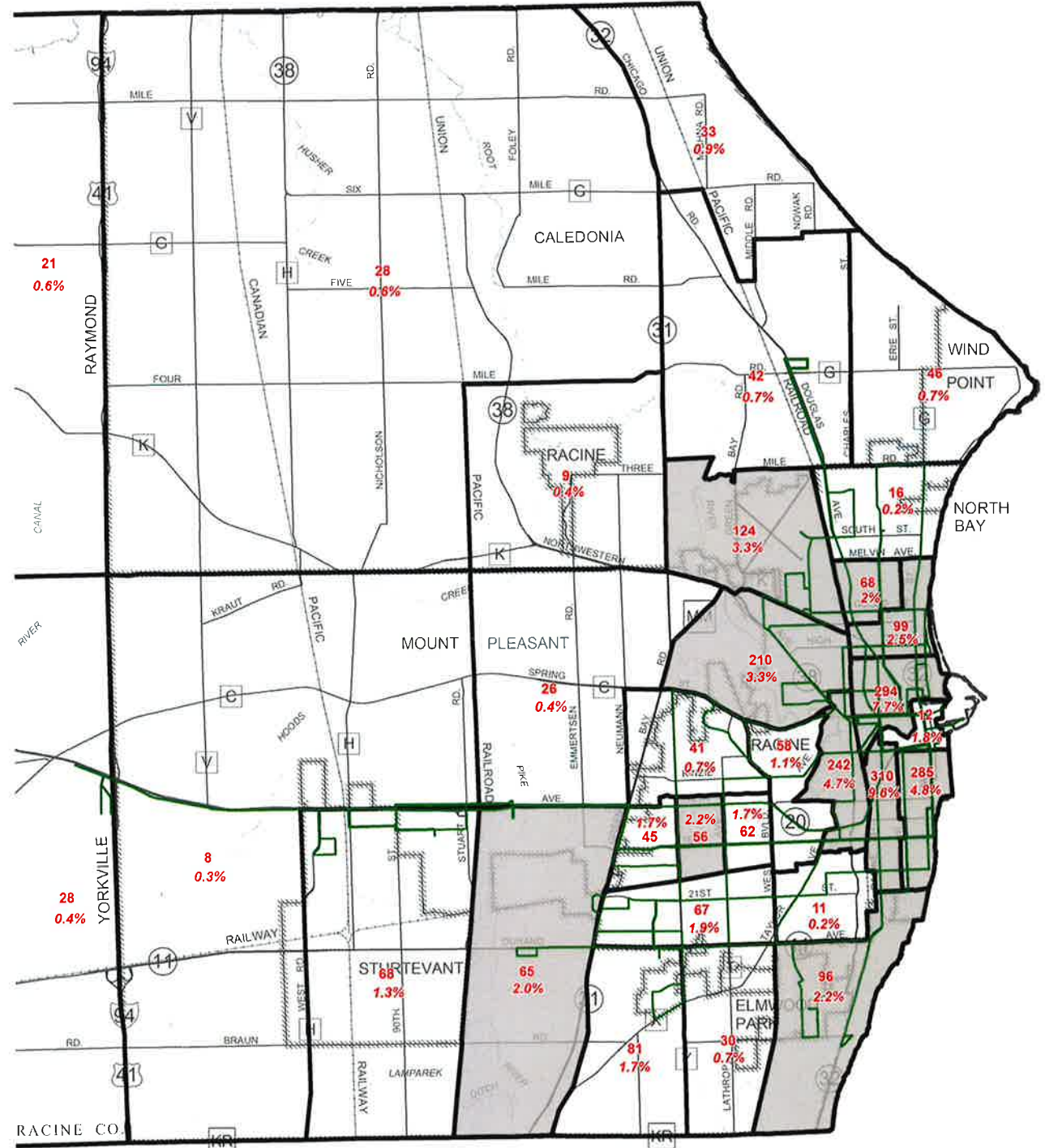
Census Tract	Population age 5 and over													
	Total	Speaking Only English	Speaking Languages other than English				Speaking Languages other than English					All Non-English Languages		
			Speaking Spanish	Speaking Indo-European Languages	Speaking Asian and Pacific Islander Languages	Speaking Other Non-English Languages	Total Persons	LEP <sup>a</sup> Persons	Total Persons	LEP <sup>a</sup> Persons	Total Persons	LEP <sup>a</sup> Persons	Total Persons	LEP <sup>a</sup> Persons
100	674	624	33	17	12	112	20	8	16	5	50	12	1.8	
200	5,896	5,036	728	112	285	839	310	41	6	860	285	4.8		
300	3,234	2,313	839	33	310	918	271	17	16	921	310	9.6		
400	3,794	2,824	918	36	271	892	242	10	10	970	294	7.7		
500	5,190	4,272	892	26	49	500	209	9	11	918	242	4.7		
600	5,333	5,082	401	26	26	401	11	92	34	251	58	1.1		
700	5,249	4,708	401	92	11	387	96	50	23	475	96	2.2		
800	4,351	3,876	124	96	42	124	26	123	9	257	67	1.9		
901	3,582	3,325	117	23	28	132	22	103	31	253	30	0.7		
903	4,045	3,792	139	109	45	139	45	103	23	265	45	1.7		
904	4,876	4,465	123	146	31	237	50	71	6	347	56	2.2		
1001	2,713	2,448	123	109	31	123	38	147	18	283	62	1.7		
1002	2,565	2,218	329	146	86	359	168	147	9	337	41	0.7		
1003	3,573	3,290	38	175	15	662	176	155	22	842	210	3.3		
1100	6,116	5,779	339	100	37	145	328	100	24	252	68	2.0		
1201	3,706	3,168	539	115	94	399	345	115	5	520	99	2.5		
1202	6,269	5,427	165	313	16	165	5,939	340	63	572	16	0.2		
1301	3,480	3,415	82	63	82	3,689	3,440	249	33	249	33	0.9		
1302	3,935	3,415	112	175	15	628	5,828	112	27	456	42	0.7		
1400	6,511	5,939	280	272	10	6,500	5,859	280	36	641	46	0.7		
1501	3,689	3,440	80	173	7	1601	5,077	4,824	21	253	28	0.6		
1502	6,284	5,828	112	97	9	1602	2,474	2,360	8	114	9	0.4		
1503	6,500	5,859	280	163	35	1701	3,297	2,920	70	377	65	2.0		
1601	5,077	4,824	9	69	7	1702	5,162	4,829	18	333	68	1.3		
1602	2,474	2,360	144	65	8	1703	2,982	2,805	18	177	8	0.3		
1701	3,297	2,920	195	215	15	1704	6,208	5,798	11	410	26	0.4		
1702	5,162	4,829	94	111	10	1800	7,177	6,997	13	180	28	0.4		
1703	2,982	2,805	60	45	8	1900	3,313	3,208	13	105	21	0.6		
1704	6,208	5,798	58	3,517	2,033	Total	137,255	124,097	8,347	13,158	2,581	1.9		

<sup>a</sup> Limited English Proficiency (LEP) persons were those who indicated in the 2000 Census that they did not speak English well or spoke no English. Tracts where the percent of the total population that is LEP is above the average of 1.9 percent for the Racine

Source: U.S. Bureau of the Census, and SEWRPC.

Map 1

RACINE BELLE URBAN SYSTEM LIMITED ENGLISH PROFICIENCY (LEP) POPULATION: 2000



- 296** TOTAL POPULATION WITH LIMITED ENGLISH PROFICIENCY IN TRACT
- 6.8%** PERCENT OF TRACT POPULATION WITH LIMITED ENGLISH PROFICIENCY
- STREET WITH BUS ROUTE
- CENSUS TRACT BOUNDARY
- TRACT WITH A PERCENT LEP POPULATION THAT IS ABOVE THE AVERAGE OF 1.9% FOR THE BUS SERVICE AREA



Source: SEWRPC  
 AAB/ab/nhm 7/01/2010  
 K:\TranWORK\Race BUS\LEP Pop\Race BUS-LEP Census Tracts.mxd

ATTACHMENT G

MINORITY REPRESENTATION ON DECISION MAKING BODIES

A 23-person advisory committee made up of transportation experts, local political leaders, and business and industry representatives oversaw the original planning for the system. 21 of the members were white, one was black and 1 was Hispanic.

The latest "Racine Area Transit System Development Plan 2013-2017" was prepared with the assistance of a member advisory committee, comprised of  
XXXXXXXXXXXXXXXXXXXXXXX In several cases, a local agency or unit of government was appointed to the committee and the specific individual asked to serve on the committee was left to the agency or government heads.

The City of Racine has in place a Transit and Parking Commission to set policy and oversee the operation of the transit system. By City ordinance, the Commission is comprised of one alderman and four citizens of the City of Racine. Citizen members are appointed by the Mayor and approved by the City Council and have generally expressed an interest in serving on a City Commission. The current Transit and Parking Commission is comprised of four white males and one white female. One member is a senior citizen.

Ultimate authority and decision making power rests with the 15 member Common Council of the City of Racine. The present make-up of the Common Council is 12 men and 3 women, with 2 of the men being black. There is one Hispanic on the Common Council.

At this time there are no bilingual facilities or staff used for non-English speaking people. There are bilingual individuals in City Hall, where the main transit administrative offices are located, and there are several bilingual bus drivers. However, there has been little or no call for bilingual interpretation regarding bus usage. There have been no complaints from citizens about any difficulty in understanding due to language differences. The City does stand ready to use its resources and responsibility to make such services available to those who express an interest in and need for bilingual services. The transit system has an ongoing relationship with the Racine Spanish community and feels confident that this relationship can fulfill the needs that arise.

**ATTACHMENT H**

**TITLE VI MONITORING OF SUB RECIPIENTS**

The City of Racine has only recently contracted for operation of an area Commuter Bus Service with a private provider.

The City's policy is to monitor the contractor's compliance with all federal regulations (including Title VI) on a regular basis. The program to accomplish this includes:

- A signed commitment to adhere to Title VI (and other) federal program requirements as part of the response to an RFP for services.
- Inclusion of the requirements as part of the actual contract with the operator.
- Quarterly site visits with the operator to review adherence to Title VI and other federal program requirements.
- Certification on monthly invoices that Title VI and other federal requirements are being adhered to.
- Generation of a Title VI Program by the contractor.

The schedule for submission of a three year plan by the contractor includes RFP documentation, contract documentation, monthly invoice documentation and a three year Title VI Program for 2014-2016.

We are currently working with the contractor to help them generate a 2014-16 Title VI Program.