

RESOLUTION R-13-107

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS, MANATEE COUNTY, FLORIDA, AUTHORIZING THE SIGNING AND SUBMISSION OF A TRIENNIAL TITLE VI PROGRAM UPDATE AND SUPPORTING DOCUMENTS TO THE FEDERAL TRANSIT ADMINISTRATION.

WHEREAS, the Federal Transit Administration requires that all direct and primary recipients document their compliance with Title VI requirements by submitting a Title VI Program Update once every three years, and

WHEREAS, the Board of County Commissioners must approve the Title VI Program Update prior to submission to the Federal Transit Administration.

NOW, THEREFORE, BE IT RESOLVED, by the Board of County Commissioners, Manatee County, Florida, as follows:

1. The BOARD has the authority to submit the 2013 Title VI Program Update.
2. The Chairman or in his absence, the Vice Chairman, is hereby authorized to sign the Title VI Program Update transmittal letter.
3. The BOARD authorizes the Transit Division Manager to sign any and all assurances, warranties, certification and other documents which may be required in connection with the 2013 Title VI Program Update.

ADOPTED with a quorum present and voting this 18 day of June, 2013.

**BOARD OF COUNTY COMMISSIONERS
MANATEE COUNTY, FLORIDA**

By: Larry Bustle
Chairman

**ATTEST: R.B. SHORE
Clerk of the Circuit Court**

By: Vicki Jarratt
Deputy Clerk



June 18, 2013 - Regular Meeting
Agenda Item #46

APPROVED IN OPEN SESSION June 18, 2013
BOARD OF COUNTY COMMISSIONERS, MANATEE COUNTY

Subject

Title VI Program Update & Service Modification Procedure

Briefings

None

Contact and/or Presenter Information

Chad Butzow, Public Works Deputy Director, Field Operations Services, chad.butzow@mymanatee.org, (941) 708-7432

William Steele, Transit Division Manager, william.steele@mymanatee.org, (941) 747-8621 x7440

Action Requested

Adoption of Resolution R-13-107;

Authorization for Manatee County Transit Division to submit Title VI Program Update to the Federal Transit Administration (FTA); and

Authorization for Manatee County Transit Division to continue with Major Service Modification Procedure

Enabling/Regulating Authority

Florida Statutes 125, Civil Rights Act of 1964

Background Discussion

All recipients of Federal financial assistance from the FTA, either directly or indirectly, are subject to Title VI of the Civil Rights Act of 1964 and the Department of Transportation (DOT)'s implementing regulations. The FTA sets specific guidelines for the information to be included in the Title VI Program, detailed in FTA Circular 4702.1B. The FTA requires a Title VI Program update be submitted every three years, or as otherwise directed by the FTA. This program must be approved by the recipient's governing entity or official (s) responsible for policy decisions.

The last Title VI Program Update was approved in May 2010 by the Board of County Commissioners as a consent agenda item. That Title VI Program (also known as the Title VI Plan or Program Update) for Manatee County Area Transit (MCAT) is expiring in July 2013.

The attached document fulfills the requirements issued by FTA for a Title VI Program update. This includes

assurances that MCAT is following Title VI principles in service provision, so that no person is excluded from participating in, denied the benefits of, or subjected to discrimination under any program or activity on the grounds of race, color, or national origin; and also the appropriate complaint procedures and forms, should a person feel they have a Title VI complaint or concern.

Related to the Title VI Program is a specific procedure for implementing transit service modifications. These procedures help ensure service equity for defined low income and minority populations in the MCAT service area. This procedure is currently in draft form and included with the Title VI Program update and can be refined based on any comments from the Board and the public.

County Attorney Review

Other (Requires explanation in field below)

Explanation of Other

The Complaint Procedure (Title VI Program Update, Appendix B) has been reviewed by Assistant County Attorney Robert Eschenfelder, who had no comments on the Complaint Procedure form.

Reviewing Attorney

N/A

Instructions to Board Records

Accept into Board records. Please email a copy of the minutes, the Resolution and signed letter to Chad Fosnight, Senior Transit Planner, chad.fosnight@mymanatee.org, (941) 747-8621 X7622.

Sent Via Email 6/20/13 (copy of meeting agenda but not minutes)

Cost and Funds Source Account Number and Name

N/A

Amount and Frequency of Recurring Costs

N/A

Attachment: [Resolution Title VI.doc.pdf](#)

Attachment: [Title VI Program Update.pdf](#)

Attachment: [Title VI Assurances Letter.pdf](#)

Attachment: [Major Service Modification Procedure.pdf](#)