

Title VI Implementation Plan



YAVAPAI REGIONAL TRANSIT 2026

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Para Informacion en Español: Thomas Stultz, Transit Manager

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Executive Summary

Yavapai Regional Transit Inc. (YRT) is a 501(C)(3) corporation based in Chino Valley, AZ, providing public transportation to residents in Chino Valley and surrounding areas. A circular route in Chino Valley operates five days a week and connects with route to Prescott five days a week and Prescott Valley one day a week, which are more urban areas in the regions. This allows riders to reach service, shopping, employment, health care, education and recreation.

The primary funding source is through the FTA's Rural Transportation Program, 5311, administered through the Arizona Department of Transportation. In addition, YRT depends on operating grants from Yavapai County, the Town of Chino Valley, and the Yavapai Prescott Indian Tribe, as well as grants and donations from business, foundations and individuals.

YRT began as a program of the Town of Chino Valley, Arizona, Department of Community Services, providing transportation for seniors and persons with disabilities almost 12 years ago. In 2013, the Town terminated the service and gave its two nine-passenger, wheelchair lift-equipped vans to the newly formed Yavapai Regional Transit. Since then, the service has grown to connect adjacent communities with Chino Valley. Currently there are five vehicles in the fleet.

YRT operates with a local Board of Directors. Staff include a transit manager, an operations supervisor, dispatchers and an administrative assistant. In addition to receiving a wage, some of these staff donate time to the organization.

Most drivers are drawn from the local community, which enhances knowledge of the region and familiarity with the residents. All operations employees complete regular safety training, and other kinds of training to ensure high quality service. The Board of Directors plays an active role in some aspects of the operations such as training, advertising and community outreach, procurement, and regulatory compliance. YRT is fortunate to have community partnerships with local businesses and individuals who provide goods and services which can be used to meet local matching fund requirements.

What type of program fund(s) did you apply for?

- 5310
- 5311
- Other (please explain)

Type of Funding Requests? (Check all that apply)

- Vehicle Funds
- Operating Funds
- Other (please explain)

Is your agency receiving direct funds from FTA?

- If yes, please attach a copy of your FTA letter of approval of Title VI Plan.
- No

Non-Discrimination Notice to the Public

Yavapai Regional Transit operates its programs and services without regard to race, color, national origin or disability in accordance with Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990 (ADA). Any person who believes she or he has been aggrieved by any unlawful discriminatory practice under Title VI may file a complaint with Yavapai Regional Transit.

For more information on the Yavapai Regional Transit policies and procedures or to file a complaint, contact Thomas Stultz at 928-458-5885 (TTY: No 711); email; tstultz@yavapaiaregionaltransit.com; 928-458-5885. A rider can visit our administrative office at 389 W. Road 2 South, Chino Valley, AZ, 86323. For more information, visit www.yavapaiaregionaltransit.com.

A complainant may file a complaint directly with the Arizona Department of Transportation (ADOT) or the Federal Transit Administration (FTA) by filing a complaint directly with the corresponding offices of Civil Rights: **ADOT**: ATTN: Title VI Program Manager 1801 W Jefferson St. MD 154A Phoenix AZ, 85007 **FTA**: ATTN: Title VI Program Coordinator, East Building, 5th Floor-TCR 1200 New Jersey Ave., SE Washington DC 20590.

If information is needed in another language, contact YRT at 928-458-5885. *Para información en Español llame: Thomas Stultz, 928-458-5885.

Yavapai Regional Transit, (y sus subcontratistas, si cualquiera) asegura cumplir con el Título VI de la Ley de los Derechos Civiles de 1964, Sección 504 de la Ley de Rehabilitación de 1973 y La Ley de ciudadanos Americanos con Discapacidades de 1990 (ADA). El nivel y la calidad de servicios de transporte serán proveídos sin consideración a su raza, color, o país de origen, o discapacidad.

Para obtener más información sobre la programa de Derechos Civiles de Yavapai Regional Transit los procedimientos para presentar una queja, contacte Thomas Stultz, 928-458-5885, (TTY: No. 711); o visite nuestra oficina administrativa en Para obtener más información, visite www.yavapaiaregionaltransit.com.

Una queja puede ser presentada con las oficina de Civiles del Departamento de Transporte de Arizona (**ADOT**). Atención: Title VI Program Manager 1801 W. Jefferson St. MD 154A Phoenix AZ, 85007 o con la Administración Federal de Transporte (**FTA**): Atención: Title VI Program Coordinator, 1200 New Jersey Ave., SE Washington DC 20590.

The above notice is posted in the following locations: This notice is posted at the YRT Operations and Administrative offices, the system bus stops, and social services offices in the area. It is also available on the YRT website at www.yavapairegionaltransit.com and on all YRT transit vehicles.

This notice is posted online at www.yavapairegionaltransit.com.

ADA/Title VI Complaint Procedures

These procedures provide guidance for all complaints filed under Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990 (ADA) as they relate to any program or activity that is administered by Yavapai Regional Transit including consultants, contractors and vendors.

Any person who believes he and/or she has been discriminated against on the basis of race, color, national origin, or disability may file a Discrimination complaint by completing and submitting the agency's Title VI Complaint Form.

Formal complaints must be filed within **180** calendar days of the last date of the alleged incident. Complaints must be in writing and signed by the complainant(s) and must include the complainant(s) name, address and phone number. The ADA/Title VI contact person will assist the complainant with documenting the issues if necessary.

Once submitted Yavapai Regional Transit will review the complaint form to determine jurisdiction. All complaints will receive an acknowledgement letter informing her/him whether the complaint will be investigated by Yavapai Regional Transit or submitted to the State or Federal authority for guidance.

Yavapai Regional Transit will notify the ADOT External Civil Rights of All Discrimination complaints within 72 hours via telephone at 602-712-8946; or email at civilrightsoffice@azdot.gov.

Yavapai Regional Transit has 15 business days to investigate the complaint. If more information is needed to resolve the case, the Authority may contact the complainant. The complainant has 15 business days from the date of the letter to send requested information to the investigator assigned to the case. If the investigator is not contacted by the complainant or does not receive the additional information within 15 business days, the Authority can administratively close the case. The case can be administratively closed also if the complainant no longer wishes to pursue their case.

After the investigator reviews the complaint, she/he will issue one of two letters to the complainant: a closure letter or a letter of finding (LOF). A closure letter summarizes the allegations and states that there was not a Discrimination violation and that the case will be closed. An LOF summarizes the allegations and the interviews regarding the alleged incident, and explains whether any disciplinary action, additional training of the staff member or other action will occur.

A complainant dissatisfied with Yavapai Regional Transit decision may file a complaint with the Arizona Department of Transportation (**ADOT**) or the Federal Transit Administration (**FTA**) offices of Civil Rights: **ADOT**: ATTN ADA/Title VI Program Coordinator: 1801 W. Jefferson St. MD154A Ste. 101 Phoenix AZ, 85007 **FTA**: Attention Title VI Program Coordinator, East Building, 5th Floor-TCR 1200 New Jersey Ave., SE Washington DC 20590.

If information is needed in another language, contact 928-458-5885 or TTY: 711. *Para información en Español llame: Thomas Stultz, 928-458-5885.

Discrimination Complaint Form ADA/Title VI

Section I:		
Name:		
Address:		
Telephone (Home):	Telephone (Work):	
Electronic Mail Address:		
Accessible Format Requirements?	<input type="checkbox"/> Large Print	<input type="checkbox"/> Audio Tape
	<input type="checkbox"/> TDD	<input type="checkbox"/> Other
Section II:		
Are you filing this complaint on your own behalf?	<input type="checkbox"/> Yes*	<input type="checkbox"/> No
<i>*If you answered "yes" to this question, go to Section III.</i>		
If not, please supply the name and relationship of the person for whom you are complaining.		
Please explain why you have filed for a third party:		
Please confirm that you have obtained the permission of the aggrieved party if you are filing on behalf of a third party.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Section III:		
I believe the discrimination I experienced was based on (check all that apply):		
<input type="checkbox"/> Race	<input type="checkbox"/> Color	<input type="checkbox"/> National Origin
		<input type="checkbox"/> Disability
Date of Alleged Discrimination (Month, Day, Year):		
Explain as clearly as possible what happened and why you believe you were discriminated against. Describe all persons who were involved. Include the name and contact information of the person(s) who discriminated against you (if known) as well as names and contact information of any witnesses. If more space is needed, please use the back of this form.		

Section IV:		

If information is needed in another language, contact 928-458-5885. *Para información en Español llame: Thomas Stultz, 928-4858-5885, tstultz@yavapaiaregionaltransit.com.

ADA/Title VI List of Investigations, Lawsuits, and Complaints

If no investigations, lawsuits, or complaints were filed select the option below.

Yavapai Regional Transit has not had any ADA nor Title VI Discrimination complaints, investigations, or lawsuits in 2024-25.

Public Participation Plan

Yavapai Regional Transit is engaging the public in its planning and decision-making processes, as well as its marketing and outreach activities. The public will be invited to participate in the process whether through public meetings or surveys.

As an agency receiving federal financial assistance, Yavapai Regional Transit made the following community outreach efforts and activities to engage minority and populations with language needs since the last Title VI Plan submittal to ADOT ECR.

- X Expanded the distribution of agency brochures
- X Advertised public announcements through newspapers, fliers, or radio
- X Posted the Nondiscrimination Public Notices to the following locations:
 - X Within transportation vehicles
 - X Pick up and drop off stations
 - X Lobby of agency
- X Partnered with other local agencies to advertise services provided
- X Hosted public information meetings and or hearings
 - 2/20/25
 - 3/15/25
 - 12/9/25
- X Added public interactive content to the agency's webpage for the public e.g. social media, to communicate schedule changes or activities. www.yavapairegionaltransit.com (Please provide a web link here)
- X Hosted an information booth at a community event
 - 5/26/25
 - 9/14/25
 - 10/7/25
 - 11/13/25
 - 2/3/26

Yavapai Regional Transit will make the following community outreach efforts for the **upcoming year**:

- X Expand the distribution of agency brochures
- X Post the Nondiscrimination Public Notices to the following locations:
 - X Within transportation vehicles
 - X Lobby of agency
- X Host public information meetings and or hearings.
- X Add public interactive content to the agency's webpage for the public e.g. social media, to communicate schedule changes or activities.
- X Host an information booth at a community event
- X Conduct annual rider survey.

Language Access Plan

As a strategy to provide quality customer service, encourage public participation and to allow access to Yavapai Regional Transit programs, a LAP sets forth standards to identify language needs for all community members. The plan provides Yavapai Regional Transit staff with resources available to assist persons to have meaningful access to all of Yavapai Regional Transit programs, services, and activities. Yavapai Regional Transit’s LAP is designed to comply with Title VI which prohibits recipients of federal financial assistance from discrimination based on national origin.

This plan details procedure on how to identify a person who may have language needs, the ways in which assistance may be provided, training to staff, notification to all persons that assistance is available, and information for future plan updates. In developing the plan while determining the Yavapai Regional Transit’s extent of obligation to provide language need services, Yavapai Regional Transit undertook a U.S. Department of Transportation four-factor analysis which considers the following:

1. The number or proportion of all persons eligible in the Yavapai Regional Transit service area who may be served or likely to encounter by a Yavapai Regional Transit program, activities, or services;

	Chino Valley town, Arizona	Prescott city, Arizona	Prescott Valley town, Arizona	Combined Totals	% LEP Population (combined)
	Estimate	Estimate	Estimate		
Total:	10,985	42,111	43,549	96,645	
Speak only English	9,782	39,140	36,631		
Spanish or Spanish Creole:	961	1,697	5,972		
Speak English "very well"	630	1,405	3,155		
Speak English less than "very well"	331	292	2,817	3,440	80.87%
German:	52	173	184		
Speak English "very well"	52	87	138		
Speak English less than "very well"	0	86	46	132	3.10%
French (incl. Patois, Cajun):	0	152	123		
Speak English "very well"	0	124	103		
Speak English less than "very well"	0	28	20	48	1.13%
Other & unspecified languages:	190	949	639		
Speak English "very well"	129	712	303		
Speak English less than "very well"	61	237	336	634	14.90%

Source: U.S. Census Bureau. Language Spoken at Home by Ability to Speak English for the population 5 years and over, 2011-2015 American Community Survey 5-Year estimates. Retrieved May 25, 2022 from https://factfinder.census.gov/faces/tableservices/jsf/pages/productview.xhtml?pid=ACS_15_5YR_B16001&prodType=table

2. The frequency with which LAP individuals come in contact with Yavapai Regional Transit services;

Yavapai Regional Transit staff reviewed the frequency with which office staff, dispatchers and drivers have, or could have, contact with LAP persons for 2024. Yavapai Regional Transit averages minimal number of contacts per year. YRT provides 136 hours of service a week over five days. The schedules are designed to service persons traveling to medical appointments, shopping, employment or other activities of daily living. The routes travel along highways and major collector streets for the most part, with limited access in purely residential areas. Deviations allow additional access for persons who have difficulty reaching a bus stop. Therefore, contact with LAP persons is low.

3. The nature and importance of the program, activities or services provided by Yavapai Regional Transit to the population.

Advocates for services to LAP and otherwise disadvantaged populations consistently rate public transportation as one of the 2-3 highest needs for the populations they serve. The limited hours and rural nature of YRT service limit the depth of support that the public system can provide on a consistent basis. Therefore, it is essential that YRT continue to work with advocates and social services agencies to reach the LAP population in the area. With the creation and expansion of Yav Connect, the micro-transit demand response system in portions of Prescott and Prescott Valley, YRT is collaborating in efforts to communicate with the public about how YRT's limited service in Chino Valley, Prescott and Prescott Valley can fill some transportation needs with LAP individuals.

4. The resources available to Yavapai Regional Transit and overall costs to provide language needs assistance. A brief description of these considerations is provided in the following section.

YRT provides system information in both English and Spanish on the website and in printed materials distributed at locations in the community where individuals with limited ability to speak English may access them. Every effort will be made to provide vital information in the language required. Notices of public meetings and other events are printed in Spanish and English. These are posted in the buses as well as at the YRT office. In most cases the cost to produce these items in two languages is comparable to production in a single language. The overall cost is minimal and has no effect on YRT operations.

A statement in Spanish will be included in all public outreach notices. Every effort will be made to provide vital information to individuals in the language requested. Outreach through Yavapai Regional Transit participation in the local coordinating council, community events and job fairs are possible partnering with other transportation and social service agencies who serve the LAP populations.

Yavapai Regional Transit provides a statement in Spanish and will for additional languages specific to the community with language needs make up that will be included in all public outreach notices. Every effort will be made to provide vital information to all individuals in the language requested.

Safe Harbor Provision for written translations

Yavapai Regional Transit complies with the Safe Harbor Provision, as evidenced by the number of documents available in the Spanish language. With respect to Title VI information, the following shall be made available in Spanish:

1. Non Discrimination Notice
2. Discrimination Complaint Procedures
3. Discrimination Complaint Form

In addition, we will conduct our marketing (including using translated materials) in a manner that reaches each group. Vital documents include the following:

1. Notices of free language assistance for persons with language needs
2. Notice of Non-Discrimination and Reasonable Accommodation
3. Outreach Materials
4. Bus Schedules
5. Route Changes
6. Public Hearings

Yavapai Regional Transit provides language assistance services through the below methods:

- X Instructions are provided to customer service staff and other Yavapai Regional Transit staff who regularly take phone calls from the general public on how to respond to a caller with language needs.
- X Instructions are provided to vehicle operators, station managers, and others who regularly interact with the public on how to respond to a customer with language needs.

Yavapai Regional Transit has a process to ensure the competency of interpreters and translation service through the following methods:

Yavapai Regional Transit will ask the interpreter or translator to demonstrate that he or she can communicate or translate information accurately in both English and the other language. Yavapai Regional Transit will train the interpreter or translator in specialized terms and concepts associated with the agency's policies and activities. Yavapai Regional Transit will instruct the interpreter or translator that he or she should not deviate into a role as counselor, legal advisor, or any other role aside from interpreting

or translator. Yavapai Regional Transit will ask the interpreter or translator to attest that he or she does not have a conflict of interest on the issues that they would be providing interpretation services.

Yavapai Regional Transit provides notice to persons with language needs about the availability of language assistance through the following methods:

- X Posting signs in intake areas and other points of entry
- X Working with community-based organizations and other stakeholders to inform all individuals of the Recipients' services, including the availability of language assistance services
- X Announcements at community meetings
- X Information tables at local events
- X Signs and handouts available in vehicles and at stations
- X Agency websites

Yavapai Regional Transit monitors, evaluates and updates the LAP through the following process:

Yavapai Regional Transit will monitor the LAP by conducting an annual Four-Factor analysis, establishing a process to obtain feedback from internal staff and members of the public and conducting internal evaluations to determine whether the language assistance measures are working for staff. Yavapai Regional Transit will make changes to the language assistance plan based on feedback received. Yavapai Regional Transit may take into account the cost of proposed changes and the resources available to them. Depending on the evaluation, Yavapai Regional Transit may choose to disseminate more widely those language assistance measures that are particularly effective or modify or eliminate those measures that have not been effective. Yavapai Regional Transit will consider new language assistance needs when expanding transit service into areas with high concentrations of persons will consider modifying their implementation plan to provide language assistance measures to areas not previously served by the agency.

Yavapai Regional Transit trains employees to know their obligations to provide meaningful access to information and services for persons with language needs and all employees in public contact positions will be properly trained to work effectively with in-person and telephone interpreters. Yavapai Regional Transit will implement processes for training of staff through the following procedures:

Yavapai Regional Transit will identify staff that is likely to come into contact with persons that have language needs as well as management staff that have frequent contact with persons with language needs in order to target training to the appropriate staff. Yavapai Regional Transit will identify existing staff training opportunities, as it may be cost-effective to integrate training on their responsibilities to persons with language Access Plan into agency training that occurs on an ongoing basis. Yavapai

Regional Transit will include this training as part of the orientation for new employees. Existing employees, especially managers and those who work with the public may periodically take part in re-training or new training sessions to keep up to date on their responsibilities to persons with language needs. Yavapai Regional Transit will implement training to be provided for agency staff. Yavapai Regional Transit staff training for LAP to include:

- A summary of the Yavapai Regional Transit responsibilities under the DOT LAP Guidance;
- A summary of the Yavapai Regional Transit language assistance plan;
- A summary of the number and proportion of LAP persons in the Yavapai Regional Transit service area, the frequency of contact between the LAP population and the agency's programs and activities, and the importance of the programs and activities to the population;
- A description of the type of language assistance that the agency is currently providing and instructions on how agency staff can access these products and services; and
- A description of the Yavapai Regional Transit cultural sensitivity policies and practices.

Non-elected Committees Membership Table

Subrecipients who select the membership of transit-related, non-elected planning boards, advisory councils, or committees must provide a table depicting the membership of those organizations broken down by race. Subrecipients also must include a description of the efforts made to encourage participation of minorities on these boards, councils, and committees.

***Table Depicting Membership of Committees, Councils, Broken Down by Race**

Body	African American Black	American Indian/Alaskan Native	Native Hawaiian /Other Pacific Islander	Asian	Hispanic /Latino	White
Population	0.8	0.8	<1.0	1.9	9.5	94.2
Board of Directors	0	0	0	0	0	100
Technical Advisory Committee	0	0	0	0	0	100

Monitoring for Subrecipient Title VI Compliance

Describe how you monitor your subrecipients. This can be through site visits, submissions of Title VI Plans annually, or training and surveys.

X Yavapai Regional Transit does **not** monitor subrecipients for Title VI compliance as it does not have any FTA subrecipients.

Title VI Equity Analysis

A subrecipient planning to acquire land to construct certain types of facilities must not discriminate on the basis of race, color, or national origin, against persons who may, as a result of the construction, be displaced from their homes or businesses. “Facilities” in this context does not include transit stations or bus shelters, but instead refers to storage facilities, maintenance facilities, and operation centers.

There are many steps involved in the planning process prior to the actual construction of a facility. It is during these planning phases that attention needs to be paid to equity and non-discrimination through equity analysis. The Title VI Equity Analysis must be done before the selection of the preferred site.

Note: Even if facility construction is financed with non-FTA funds, if the subrecipient organization receives any FTA dollars, it must comply with this requirement.

X Yavapai Regional Transit has no current or anticipated plans to develop new transit facilities covered by these requirements

1. Complete a Title VI equity analysis during the planning state with regard to where an agency is located to ensure the location is selected without regard to race, color, or national origin, and engage in outreach to persons potentially impacted by siting of facilities. The Title VI equity analysis must compare the equity impacts of various siting alternatives, and the analysis must occur before the selection of the preferred site.
2. Give attention to other facilities with similar impacts in the area to determine if any cumulative adverse impacts might result. Analysis should be done at the Census tract or block group level where appropriate to ensure proper analysis of localized impacts.
3. Provide substantial legitimate justification for locating an agency in a location that will result in a disparate impact on the basis of race, color, or national origin, and show that there are no alternative locations that would have a less disparate impact on the basis of race, color, or national origin. **In order to show that both tests have been met, the recipient must consider and analyze alternatives to determine whether those alternatives would have less of a disparate impact on the basis of race, color, or national origin, and then implement the least discriminatory alternative.**

Fixed Route Transit Provider Analysis

Fixed Route: Public transit service (other than by aircraft) provided on a repetitive, fixed-schedule basis along a specific route, with vehicles stopping to pick up passengers.

A subrecipient providing fixed route service, as defined above, must determine the distribution of transit amenities or the vehicle assignments for each mode in a non-discriminatory manner. The subrecipient must develop policies to ensure service is not distributed on the basis of race, color, or national origin.

Effective practices to fulfill the Service Standards requirements include developing written policies covering each of the following service indicators: (can be expressed in writing or in table format – see Circular Appendix G & H pp. 87-91)

X Yavapai Regional Transit is not a Fixed Route Transit Provider.

Board Approval of the Title VI Plan

See Next Page



Yavapai Regional Transit, Inc.

P.O.BOX 1157
Chino Valley, Arizona
86323 (928)
458-5885 Office
(928) 636-3602
Dispatcher
YavapaiRegionalTransit.c
om

A 501c (3)
corporation AZ Qualifying
Chartable Organization

“Keeping Yavapai County Moving Forward”

YAVAPAI REGIONAL TRANSIT INC. BOARD

Monthly Meeting Minutes

Thursday June 18, 2026

Regional Transit Office 8:00 A.M.
AZ

Yavapai
Chino Valley,

1. **CALL TO ORDER**

S. Short called the meeting to order at 8:12 AM.

2. **ROLL CALL**

Lorette Stewart (Chairman)(Absent), Wayne Napier (Treasurer), Scott Short (Secretary), Phil Galbreath (member-at-large), Debbie Scherer (member-at-large), Tom Stultz (Manager), Brian Stork (Ops)(Absent), Sandy Stutey (Grant Writer)(Absent), Adam Reyes (YPLAN) (Absent), and Marlyn Van Keuren (Supervisor Kuknyo’s office -Absent).

3. **APPROVAL OF MINUTES**

- a. Approval of the minutes for the meeting on May 21, 2026. Motion to approve by W. Napier, 2nd by D. Scherer. Motion carried.

4. CALL TO THE PUBLIC

“Call to the Public” is an opportunity for the public to address the Yavapai Regional Transit Board concerning a subject that is not on the agenda. Public comments are encouraged. Individuals are limited to speaking for three (3) minutes. The total time for Call to the Public may be up to 30 minutes per meeting.

No presentation at this meeting.

5. MANAGER & STAFF REPORT

- a. Manager’s Update – T. Stultz.
 - i. Date & Time of Drivers Meeting – T. Stultz: The next Driver’s meeting will be held on Tuesday June 23, 2026, at 1:00 PM at the YRT Office. Tom added that the meetings were productive, and Brian has been getting good information from the meetings.
 - ii. Tom advised the board that we received a \$10,000.00 grant from the AZ Community Foundation. Tom said the money had been received and deposited. Wayne asked Tom if the funds were available to be transferred to the reserve account. Tom said not at this time, he was waiting for the next ADOT reimbursement and will transfer the money at that time.
- b. Ridership Monthly Report –T. Stultz: Tom stated YRT had 1473 riders for May 2026. Tom added we had 863 ADA riders and 104 Veterans. This amounts to 57% of our ridership for ADA and 7% for Veterans. Tom said 1361 is our average monthly ridership, and year to date we have had 10,886 total riders and 16,329 is the projected ridership for the year. Tom added that year to date for ADA (61.55%) and Veterans (8.32%). Tom added that the total riders were down 8.32% from last year, while ADA is up at 61.55% for the year. Discussion followed on possible reasons for the decline in ridership.
 - i. Tom notified the board that YRT will be closed on Friday, July 3, 2026, in observance of the July 4th holiday.
 - ii. Tom said all the new radios that were authorized are installed on the buses, and the drivers love them. Tom added we are still waiting on two additional antenna’s,

which Brian will install once received.

- iii. Tom said we have posted the video and audio notice to riders on all the buses. Tom added we had two riders that became verbal discussing politics and their use of language disturbed other passengers. Tom said he reviewed the tape and would have the driver talk to the passengers and warn them about their behavior.
- iv. Tom said the GPS system is working great. Tom said they have received alerts in three (3) areas: Hard breaking; rolling stops; and tailgating. Tom said Brian will address these issues at the next Driver's meeting.
- v. Debbie asked Tom if the current Verizon phones have been exceeded. Tom said they are waiting until the end of the month. Tom said he would contact Verizon and determine the value of the equipment and then will contact Groom Transportation, as they use the same phone with their system. Tom added the dollar amount we would receive is under the ADOT reporting threshold (they are ADOT property), so we should not have any issues with exceeding these phones.

6. PERSONNEL STATUS

T. Stultz: Tom said the newly hired driver Dean had been trained and will be on the schedule soon. Tom added we have two Deans and two Toms on staff. We are now fully staffed.

7. OLD BUSINESS

- a. Reimbursement Status: T. Stultz – Tom said we are current with our reimbursements. Tom added that we received the April reimbursement on Tuesday June 16, and he will check with Tasha to verify May has been filed.
- b. Special events for July: T. Stultz – Tom said we will have two buses in the Prescott July 4th parade. Jay and Brian will be driving the buses, with Tom and his wife carrying the YRT banner. Tom added that we are entry 122 out of 144 entries.

- c. Grant agreement review: T. Stultz – Tom said the ADOT grant has been approved, and we are waiting on the final authorization from ADOT. The grant period starts on October 1, 2026.
- d. Budget-to-actual Status: T. Stultz -Tom handed out copies of the budget and status. Tom said we are still on track for the year. Tom added he expects to have exact figures for the July board meeting.
- e. Replacement Radios: T. Stultz: See Brian’s report, 5.b.ii above. Tom added that the new radios were mounted differently on the buses, to make it easier for the drivers to use. Tom also stated that they added a “kill switch” to the radio, which turns off the radio when the ignition is turned off. The radio must be turned back on when the ignition is turned back on. This is a safety feature and will help prevent battery drain when the bus is sitting idle.
- f. Bus GPS update. See 5.b.iv above. Tom added that this an extremely valuable tool and the drivers are welcoming feedback regarding their driving.

8. NEW BUSINESS

- a. YPLAN update/meeting: T. Stultz– Tom said he will meet with YPLAN’s grant writer to discuss future grants. Tom said he met with Brin and Amanda to find out how much planning monies they can contribute to YRT. Tom asked if YPLAN can charge our In-kind account when they are assisting YRT. Tom said he had another conversation with Jesse, the Chino Valley grant writer. Tom said he did not want to put her between YRT and the Town. Tom said she was happy to help. Tom said she would send us (Tom) notifications and links to upcoming grants so Tom and Brian can review them to see if we can qualify. Discussion followed on grant reporting requirements and filing in a timely manner, and how we claim In Kind house for grant purposes. Tom said he is learning the grant process and how to write them.
- b. ADOT Site Meeting: T. Stultz – Tom said he has not heard anything since the visit was moved in February. Tom said RLS (the audit company) stated they would be here in June or July. The board directed Tom to notify ADOT that the visit has been moved several times since September 2025, to keep them in the loop, and show we

are not the one requesting date changes. Tom said he would contact ADOT.

- c. Matching funds for new bus: T. Stultz – Tom stated our match is \$25,000 for the bus. Tom said Sandy reached out to Ford for additional matching funds for the new bus. Tom said he was not able to secure additional funds. Tom added the Purchase order, and money has been delivered to Model One. Jeff from Model One will notify Tom next week about the delivery schedule. We hope to hear something by the end of July.
- d. Approval of ADA Title VI updates: T. Stultz - Tom said the board approved update was delivered to ADOT for review. ADOT requested we add a table of contents to the document. Tom asked the board to approve the change so we can submit the document to ADOT by June 25, 2026. Motion to approve the changes by D. Scherer, 2nd by W. Napier. Motion carried and approved. Tom added that we need to submit a copy of the minutes that approve the change must accompany the submittal to ADOT. I will type the minutes today and forward to Tom.
- e. Review of YRT Corporate By-Laws for Board Elections: T. Stultz – Tom notified the board that when he reviewed the YRT By-Laws, he noticed that members of the board must be elected every two years. Tom asked that we make this an agenda item for July, in order to re-elect the board members for the next two years. This way, we will remain in compliance with our By-Laws.

9. NEXT MEETING DATE: July 16, 2026, at 8 a.m. in the YRT Chino Valley Office

10. ADJOURNMENT: The meeting was adjourned at 8:49 A.M.

Dated this day, 18 June 2026

By Scott Short, Secretary