

Regional Transit Authority 8 (RTA):

Soliciting and Considering Public Comments Prior to raising fares or implementing a Major Service Reduction.

DEFINITIONS:

1. A **Fare Increase** is defined as any increase in the basic fare structure. Fare decreases and special fares are specifically excluded.
2. **Major Service Reductions** are defined as decreases that represent a net loss of fifty percent (50%) or more of total service miles or fifty percent (50%) or more of transit hours on any individual service.

IMPLEMENTING PROCEDURES:

Public Participation Process:

Upon determination of applicability of this procedure, the process for soliciting and considering public comment before raising fares or implementing a major service reduction are as follows:

- 1) Public transportation passengers will be notified of a proposed fare increase or major service reduction not less than forty five (45) days before such changes are scheduled to take place. Such notification will take place by display of information on each bus on a posting of at least 8½" x 11". The posting will include the proposed change, the proposed date of the change, and will provide passengers with the opportunity to provide written comment and/or to request a public hearing. The address to which written comment can be sent and the deadline for the comment and/or request for public hearing will be included in the posting. Finally, the posting will include the date, time and location, at which the RTA will consider the proposed fare increase or major schedule reduction, inviting the public to attend.
- 2) A public notice will be placed in a local newspaper of general circulation, in the community in which the fare increase and/or service reduction is being considered, not less than forty five (45) days before such changes are scheduled to take place. Such notification will include the proposed change, the proposed date of the change, and will provide the public with the opportunity to comment and/or to request a public hearing. The public notice will include the address at which written comment or request for public hearing will be received, and a deadline for receipt of such written request. In addition, the public will be invited to attend the meeting when the proposed fare increase or major service reduction is considered.

- 3) Upon completion of the public comment period, RTA will:
 - a. Determine whether a request for a public hearing has been made;
 - b. Compile all correspondence received regarding the proposed fare increase and/or major service reduction.

If a written request for public hearing is received, the RTA will schedule a public hearing at the earliest possible date, but not less than seven (7) calendar days from when request received.

Copies of any written comments regarding the fare increase and/or major service reduction will be prepared and

- a. Given to the East Central Intergovernmental Association (ECIA) Executive Director, for review, comment and distribution to the RTA Board.
- b. Made available at the date and time stated in public notices as described above, along with specific information regarding the proposed fare increase and/or proposed major service reduction.

If no request for public hearing has been received, the RTA may implement the fare increase and/or major service reduction.

- 4) RTA will review and consider written comment regarding the proposed fare increase and/or major service. RTA will also offer the opportunity for public comment.
- 5) Upon receipt of all public comment and all written comment, RTA will be asked to approve or reject the proposed fare increase or major service reduction. All public comment, whether in writing or verbal, shall be considered by the RTA in their decision.

Date Approved: September 04, 2019