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Committee: Transit Commission	Date: 1/9/2025
Common Council Item Number: ID#24-11515	Date: Click here to enter a date.
Submitted By: Alex Damien, Director of Public Works	City Administrator Approval: Anthony Brown, City Administrator
Finance Department Review: Joseph Ciurro, Finance Director	City Attorney's Office Review: Brian Running, City Attorney BR
Subject: Review and Act on Proposed Revisions to Public Hearing Notice Policy	

Details:

This item is to review and act on proposed revisions to the Public Hearing Notice Policy. The Federal Transit Administration (FTA) requires transit systems that receive 5307 funds, which Waukesha Metro Transit does for operating assistance, to have a public hearing notice policy and solicit comments from the public whenever there is a fare increase or major service reduction. The FTA allows the grantee to define what is a major service reduction.

Transit Staff has identified several reasons for considering updates to the Public Hearing Policy. First, the definition of a major service change is extremely broad at 10 percent or more revenue vehicle hours change. As written, a major service change would only be required when revenue service hours change system wide by a total of 10% or more which would mean in the past 20 years, the Transit Commission would only have had to hold two public hearings and no public hearing would need to be held for the proposed consolidation of Routes 2 & 3 and 7 & 8 as the decrease is less than 10 percent of the total revenue hours. In addition, the current policy does not require that the notice be made available to the passengers and the distributing method of a mailing to a list of interest persons and parties is rather archaic.

The proposed changes align with the current practice for public hearings and what has been understood is the intent of the policy. The revisions provide a more specific definition of a major service change as a reduction of 20 percent or more revenue service hours per route per service day. It also provides a requirement to post for passengers at the Transit Center and/or on the buses and disseminate electronically to the public. The policy describes alternative methods of accepting comments which the current policy does not.

Options & Alternatives:

One option is to reject all of the proposed changes to the policy but doing so would not address the issues noted in the Details. The Transit Commission could also accept or modify some or all of the proposed changes.

Financial Remarks:

There is no financial impact from modifying this policy.

Executive Recommendation:

Recommend approval.