

**SOUND TRANSIT
STAFF REPORT**

MOTION NO. M2004-53

Fare Increase Public Involvement Policy

Meeting:	Date:	Type of Action:	Staff Contact:	Phone:
Board	6/10/04	Discussion/Possible Action	Paul Matsuoka, Policy & Planning Officer Sheila Dezarn, Policy & Planning Program Manager Christie Parker, Project Coordinator	(206) 398-5070 (206) 398-5071 (206) 398-5405

OBJECTIVE OF ACTION

Define Sound Transit's policy and process for public comment regarding increased in the basic fare structure.

ACTION

Establishes a policy describing the public comment process for increases in the basic fare structure

KEY FEATURES

- This action would establish a policy to define the public comment process for proposed increases in the basic fare structure. The existing fare policy (Resolution No. R99-2-2) does not define that process.
- The Federal Transit Administration requires its grantees to have a locally developed process for soliciting and considering public comment prior to an increase in the basic fare structure. The grantee is expected to have a written policy that describes the public comment process on increases in the basic fare structure. While Resolution No. R99-2-2 addresses the fare policy, it does not define the public comment process for fare increases. Adoption of the policy will allow the agency to comply with FTA requirements.
- By separate action, staff is seeking Board authority to align the fare structure on one ST Express Route (Route 550) with all other Sound Transit bus fares. Staff has used public outreach processes that are similar to those used for service changes. This process has afforded sufficient opportunities for public involvement.

BUDGET IMPACT SUMMARY, DISCUSSION, AND TABLE

Not applicable for this action.

REVENUE, SUBAREA, AND FINANCIAL PLAN IMPACTS

Not applicable for this action.

M/W/DBE – SMALL BUSINESS PARTICIPATION

Not applicable for this action.

HISTORY OF PROJECT

Prior Board or Committee Actions and Relevant Board Policies

Motion or Resolution Number	Summary of Action	Date of Action
R99-2-2	Revision to Resolution No. R99-2-1, Sound Transit's fare policy, updating fare zone boundaries along the SR 522 corridor and changing definition of "children" to those under the age of 6.	6/13/02
R99-2-1	Revision to Resolution No. R99-2, Sound Transit's fare policy, to describe transfer rules.	7/27/00
R99-2	Establishing fare policy and establishing pricing for fares related to Sound Transit public transportation services.	2/11/99
M98-54	Supporting the fare integration framework developed by elected officials from Pierce Transit, King County Metro Transit, Community Transit, Everett Transit, and Sound Transit through a series of three Fare Policy Forums.	7/23/98

PROPOSED POLICY

It is the policy of Sound Transit that increases to the basic fare structure will be implemented only after opportunities for public involvement are conducted, affording affected customers sufficient opportunity to provide input to the Sound Transit Board.

PUBLIC COMMENT PROCESS

Prior to increasing the basic fare structure, Sound Transit shall:

1. Appropriately publicize plans to increase the basic fare structure in a variety of ways. Options for publicizing plans include the Sound Transit website, agency e-mails, newsletters, and other means of correspondence.
2. Provide opportunities for public input. Options include holding open houses, mailing comment forms to customers, and soliciting for public comment via e-mail.
3. Hold a public hearing with written notice and recording services.
4. Review and document public comments, and inform the Sound Transit Board.

LEGAL REVIEW

MMB 6/3/04

SOUND TRANSIT

MOTION NO. M2004-53

A motion of the Board of the Central Puget Sound Regional Transit Authority establishing a policy describing the public comment process for increases in the basic fare structure.

Background:

The Federal Transit Administration requires grantees to have a locally developed process for soliciting and considering public comment prior to a fare increase. The grantee is expected to have a written policy that describes the public comment process on increases in the basic fare structure. While the current resolution (Resolution No. R99-2-2) addresses fare policy, it does not define the public comment process.

Motion:

It is hereby moved by the Board of the Central Puget Sound Regional Transit Authority that a policy is hereby established describing the public comment process for increases in the basic fare structure as follows:

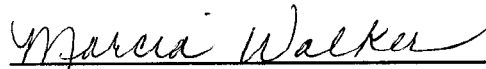
Policy: It is the policy of Sound Transit that increases to the basic fare structure will be implemented only after opportunities for public involvement are conducted affording affected customers sufficient opportunity to provide input to the Sound Transit Board.

Process: Prior to increasing the basic fare structure, the agency shall:

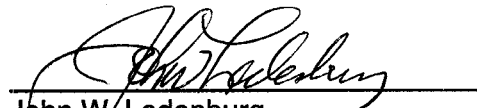
1. Appropriately publicize plans to increase the basic fare structure in a variety of ways. Options include the Sound Transit website, agency e-mails, newsletters and other means of correspondence.
2. Provide opportunities for public input. Options include holding open houses, mailing comment forms to customers, and soliciting for public comment via e-mail.
3. Hold a public hearing with written notice and recording services.
4. Review and document public comments, and inform the Sound Transit Board.

APPROVED by the Board of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on June 10, 2004.

ATTEST:



Marcia Walker
Board Administrator



John W. Ladenburg
Board Chair