



Public Participation Plan

As a designated recipient of Federal Transit Administration funding, the Greenville Transit Authority d.b.a. Greenlink is required to perform public hearings. A written policy and procedures for the policy, regarding the hearings is thereby necessary. The purpose of this plan is to outline procedures for conducting public hearings on changes made by Greenville Transit Authority d.b.a. Greenlink to fare structure or service levels.

The public hearing is designed to obtain an understanding of the public's sentiment regarding a change in fare structure or changes to the services provided by the Authority:

- A. The Greenville Transit Authority d.b.a. Greenlink is required to obtain and integrate public input into the decision-making process as related to the regulation of fares and changes to services in accordance with FTA regulations requiring the public hearings.
- B. Public hearings shall be of public record, open to all citizens of the communities where the transit system has its operations. Hearings will be held in ADA-accessible facilities that are also accessible by means of public transportation.
- C. Greenville Transit Authority d.b.a. Greenlink agrees to conduct public hearings in a manner congruent with federal regulations outlined in the FTA Master Agreement and U.S.C. Section 5307.

All public hearings shall be recorded and transcripts will be made available to the public in a timely fashion. Feedback received during open houses will be documented and made available to the public.

There will be a period of two weeks between the public notice of the public hearing and the actual hearing date.

The public notice will be circulated to the area's media outlets (newspaper, radio, and television, etc.) and will include the correct date, time, location, and purpose of the hearing.

The Authority will make all efforts to include minority and limited English proficient (LEP) populations in all such meetings by:

- A. Posting meeting notices on transit vehicles, at bus shelters, and in the transfer terminal.
- B. Posting meeting notices on GTA/Greenlink's website.
- C. Disseminating meeting notices to minority and LEP interest groups.
- D. Including translators in public events (as resources are available).

The location of the hearing is to be in an ADA accessible venue.

The location of the hearing is to be accessible via public transportation.

The hearing may be attended by individual citizens or by individuals who represent a group of citizens,

with respect to the specific item that is the purpose of the hearing.

The hearing is designed to get an understanding of the public's sentiment regarding a change in the fare structure of the system or the change to a service provided by GTA/Greenlink. (i.e., a reduction of an entire route would require a public hearing).

A Greenville Transit Authority d.b.a. Greenlink staff member will preside over the public hearing. The Presiding Officer, or Hearing Officer, will be in charge of:

- A. Securing of a venue for the public hearing;
- B. Notifying the media outlets of the hearing;
- C. The recording of the hearing and the availability of the minutes of the hearing to the general public;
- D. Pre-hearing materials, including meeting announcements, agendas, displays that detail items that are to be discussed at the hearing, and any mailings or publicity materials that are necessary for the hearing will be furnished by the Presiding Officer; and
- E. Any other activities associated with the hearing that is not mentioned in the above duties.

A public hearing will be called when the Greenville Transit Authority d.b.a. Greenlink staff has studied and made recommendations relating to a change in service or fare structure.

The public hearing will consist of a:

- A. Period of time to allow the Greenville Transit Authority d.b.a. Greenlink staff members to explain the nature of the changes in service, detailing the reasoning behind the decisions that have been made-up until the first public hearing; and
- B. A period of time to allow members of the general public to express their views on the topic of the hearing.

Greenville Transit Authority d.b.a. Greenlink staff will take the views expressed by the citizens who spoke at the public hearing into consideration and make its final recommendations to Greenville Transit Authority d.b.a. Greenlink for a proper discussion and vote on the changes to the transit service.

Additional public hearings may be convened if it is determined that there is a need to do so.