

Stark Area Regional Transit Authority
PUBLIC NOTIFICATION PROCESS FOR FARE & MAJOR SERVICE CHANGES

1.0 Purpose: To provide guidance for the proper notification to the public of any and all proposed fare increase or major service changes for both fixed route and demand response

References: 306.35 – Ohio Revised Code & Powers and Duties of a Regional Transit Authority

Federal: FTA Circular 9030, 1C, Ch. V, Section 5.0

Federal Transit Law 49 USC Chapter 53, as amended by the Safe, Accountable, Flexible, Efficient Transportation Equity Act: a legacy for Users (SAFETEA-LU)

Policy: The Stark Area Regional Transit Authority will not make any permanent change in fares without first giving public notification of such change, and allowing the public the opportunity to give comments regarding the change.

Furthermore, the Board of Trustees shall not approve any permanent fare change without first giving consideration to any and all comments received at the public hearing for such purpose.

Temporary and seasonal fares are not subject to this policy.

A fare change is defined as an increase in rate of fare.

2.0 Effective Date

References: 306.35 – Ohio Revised Code & Powers and Duties of a Regional Transit Authority

Policy: The Stark Area Regional Transit Authority will not make any significant change in service without first giving public notification of such change and allowing the public the opportunity to give comments regarding such service changes.

Furthermore, the Board of Trustees shall not approve any significant service changes without first giving consideration to any and all comments received at a public hearing held for such purpose.

A major service change is any permanent change that would

affect 25% or more of the transit route miles, transit revenue vehicle miles, or ridership of a transit route.

Temporary service changes, detours, and seasonal changes are not subject to this policy.

3.0 Scope of Policy

References: None

Policy: The Stark Area Regional Transit Authority shall publish in a newspaper of general circulation within the county of Stark, and at least one newspaper of minority representation, notification of a public hearing concerning any permanent fare changes or major service changes. Other print, radio, and electronic media will be informed. A community stakeholder mailing list will also be maintained for outreach purposes.

Said notice is to be published once, at least 30 calendar days prior to the date the public hearing is to take place, and said notice to contain a detailed description of current fares compared to proposed fares, and route service to be revised compared to current service levels.

Detailed minutes of the public hearing must be made.

Such detailed minutes, correspondence, and other related materials must further be furnished to all Board of Trustees members at least 10 calendar days prior to the Board considering any action to revise permanent fares or approve major service changes.

The Board of Trustees shall give consideration to the comments received at the public hearing prior to any action approving said changes.

4.0 Documentation

References: None

Policy: It shall be the responsibility of the Planning and Community Outreach Manager to maintain all documentation relating to any permanent fare changes or major service changes.

5.0 Board Acceptance

References: None

Policy: The Board of Trustees shall pass a resolution accepting the results of the public hearings and authorize the proposed changes.

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