



NEWAYGO COUNTY, MICHIGAN

PUBLIC TRANSIT FARE POLICY

1.0 INTRODUCTION

The Newaygo County Transit Department is committed to providing safe, reliable, and accessible public transportation services through a fare structure that is fair, consistent, and equitable. This policy establishes the fares charged for public transportation services while supporting the financial sustainability of the transit system and ensuring continued access for residents of all ages and abilities.

2.0 SCOPE

This policy applies to all demand-response and other public transportation services operated by or on behalf of the Newaygo County Transit Department unless otherwise authorized by the Newaygo County Board of Commissioners or required by applicable law. This policy is adopted in accordance with the Michigan Public Transportation Act (Act 51 of 1951, as amended), Michigan Department of Transportation (MDOT) requirements, and all other applicable federal, state, and local laws and regulations.

3.0 PURPOSE

The purpose of this policy is to:

- Establish standardized fares for public transportation services,
- Ensure fares are administered consistently and equitably,
- Define eligibility requirements for reduced fares,
- Establish procedures for fare collection, and
- Ensure compliance with applicable state and federal transportation requirements.

4.0 DEFINITIONS

- **Adult:** A passenger between the ages of 13 and 59.
- **Child:** A passenger under 13 years of age traveling with a fare-paying adult.
- **Demand-Response Service:** Public transportation provided in response to passenger trip requests rather than operating on fixed routes or schedules.

- **Individual with a Disability:** A passenger who qualifies for reduced fares by providing documentation acceptable to the Newaygo County Transit Department.
- **Personal Care Attendant (PCA):** A person whose presence is necessary to assist a passenger in safely using Newaygo County Transit.
- **Senior:** A passenger who is 60 years of age or older.
- **Transit Director:** The individual designated by the County to administer the public transportation system and implement this policy.

5.0 PROCEDURE

5.1 Fare Structure

▪ Passenger Trips Within the County

Passenger Category	One-Way Fare
Adults (ages 13–59)	\$3.00
Seniors (60 years and older)	\$1.00
Individuals with Disabilities	\$1.00
Children under 13 (accompanied by a fare-paying adult)	\$1.00

▪ Passenger Trips Outside the County

The hourly rate includes all time assigned to the trip from passenger pick-up through the final passenger drop-off.

Passenger Category	Hourly Rate
All Passengers	\$10.00

5.2 Eligibility for Reduced Fare

- **Seniors:** Passengers who are 60 years of age or older are eligible for the reduced senior fare.
- **Individuals with Disabilities:** Passengers with a disability may qualify for the reduced fare by presenting documentation acceptable to the County Transit Department, including:
 - Medicare card,
 - State-issued disability identification,
 - Documentation from a qualified healthcare provider, or
 - Other documentation approved by the Transit Director.
- **Children:** Children under 13 years of age qualify for the reduced fare only when accompanied by a fare-paying adult.
- **Personal Care Attendants (PCAs):** PCAs provide assistance needed to a passenger during the trip, such as communication, mobility, or personal support. PCAs ride without charge when accompanying the registered passenger and must be identified when the reservation is made.

5.3 Fare Collection

- Fares are due at the time of boarding.
- Passengers are encouraged to provide the exact fare or use approved prepaid fare media or electronic payment methods.
- Drivers are not responsible for making change unless otherwise authorized by agency procedures.
- The Transit Director may approve acceptable fare media, vouchers, or electronic payment methods.

5.4 Fare Adjustments

The County Board reserves the authority to establish, amend, or repeal transit fares based on operating costs, available funding, MDOT guidance, public input, or operational needs.

All fare changes shall be approved by the County Board before becoming effective.

5.5 Exceptions

The Transit Director may authorize temporary fare waivers, promotional fares, or special transportation programs when supported by grant funding, emergency operations, or authorization by the Newaygo County Board of Commissioners, provided such actions remain consistent with applicable state and federal requirements.

6.0 RESPONSIBILITIES

The Newaygo County Board of Commissioners is responsible for approving all transit fares and fare revisions and approval of this policy and any future amendments.

Transit Director is responsible for the administration of this policy; determination of acceptable documentation for reduced-fare eligibility; authorization of approved fare media and payment methods; and implementation of approved fare waivers and promotional programs when authorized.

Transit staff and drivers are responsible for collecting fares in accordance with this policy; verifying reduced-fare eligibility when required; and following all established fare collections procedures.

Passengers are responsible for paying the applicable fare; providing documentation for reduced-fare eligibility upon request; and complying with Newaygo County Transit Department policies.

7.0 COMPLIANCE

The County Transit Department shall administer this policy in compliance with:

- Michigan Public Transportation Act (Act 51 of 1951, as amended);
- Michigan Department of Transportation (MDOT) public transportation requirements;
- Title VI of the Civil Rights Act of 1964;
- Americans with Disabilities Act (ADA); and
- All other applicable federal, state, and local laws and regulations.

Reduced fares shall be administered in a fair, equitable, and nondiscriminatory manner.

8.0 FORMS

At the time of adoption, no forms are required to implement this policy. The Transit Director may develop administrative forms or documentation requirements for reduced-fare eligibility consistent with this policy.

9.0 HISTORY

Approved 08/12/2026 via Motion 26-286.