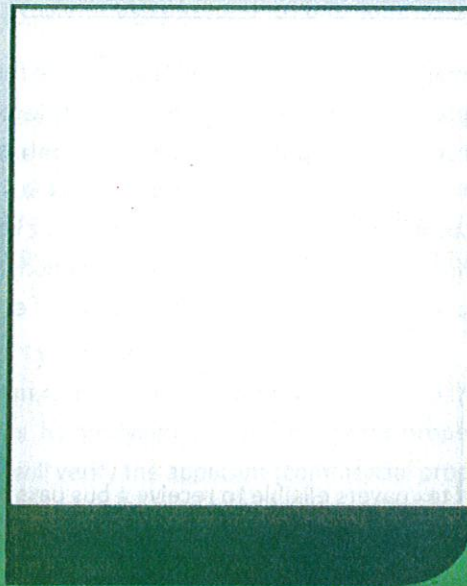


Property Tax Bus Pass Program



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Introduction

Mountain Line Transit Authority was created in 1996 through a consolidation of the Monongalia County Transit System and the City of Morgantown Transit System. When the two systems were consolidated, a base fare for all rides was set at 75 cents. That fare remains unchanged 23 years after consolidation of the two systems. The unchanged fare rate is due to the intentional efforts of the Authority's Board and leadership to keep public transit service affordable for as many people as possible. At the same time, the Authority has maintained an average fare box recovery rate of more than 33%, generally reducing the need for outside subsidy and sustaining moderate service growth from 40,000 hours of service (1997) to 55,000 hours of service (2015). Ridership increased from 241,000 to 1,096,000 in the same 18 year interval.

Monongalia County has steadily continued its population and employment growth since creation of the Authority, and the pressure for new service eventually outstripped the financial resources available to establish and operate new service. The Authority sought and taxpayers successfully passed an Excess Property Tax Levy in 2016, with the intention of expanding service frequency, hours of operation and area coverage into new and growing areas of the County. The Authority has since increased service 30% to some 72,000 hours of annual operation and continues to add service in growing areas.

Continuing with its intention of making public transit service affordable for as many people as possible, the Authority is presenting this proposal to provide bus passes to residents and businesses helping to support the expansion of transit service through their property tax contributions. Providing a direct return to tax payers is one of the primary benefits of the Property Tax Bus Pass Program, but encouraging the use of public transit is also intended to decrease traffic congestion, reduce the demand for parking, improve local commute and travel times, decrease pollution, and reduce the need for individual investment in personal autos while increasing the amount of expendable income for anyone using public transit.

How it Works

There will be three categories of tax payers eligible to receive a bus pass on the basis of their property tax payment: 1) individual home and property owners; 2) rental property owners; and 3) commercial property owners. Each of these tax payer groups are eligible to receive or allocate bus passes on the basis of their property tax payment, a portion of which supports public transit in Monongalia County.

1) Individual Home and Property Owners

Individual home and property owners can complete a Bus Pass Application, either on-line or as attached in Appendix 1. The number of passes a property owner can receive will be based on their annual tax contribution on the following scale:

\$1 - \$1,000 taxes paid	= 1 bus pass
\$1001 - \$2000 taxes paid	= 2 bus passes
\$2,001 - \$3,000 taxes paid	= 3 bus passes
\$3,001 -	and so on

Individual and property owners will verify their identity and residency or ownership and the Authority will verify the applicant is current in their tax payment through the Monongalia County Assessor's Office using their on-line database. An appointment will be arranged for the Applicant to appear for the creation of their bus pass, which will include a photo of the Applicant in the form of a photo ID Bus Pass. The Bus Pass will include magnetic information which will be validated through the digital fare box on each bus. The Bus Pass must be presented and swiped through the fare box upon each vehicle entry, including transfers.

2) Rental Property Owners

Rental Property Owners may choose to offer bus passes to their tenants by notifying the Authority of the property address and name of the tenant. The Authority will verify the applicant (rental property owner) is current in their tax payment through the Monongalia County Assessor's Office using their on-line database. The number of passes a rental property owner can receive will be based on their tax contribution on the following scale:

\$1 - \$1,000 taxes paid	= 1 bus pass
\$1001 - \$2000 taxes paid	= 2 bus passes
\$2,001 - \$3,000 taxes paid	= 3 bus passes
\$3,001 -	and so on

Tenants will verify their identity and residency and an appointment will be arranged for the Applicant to appear for the creation of their bus pass, which will include a photo of the Applicant in the form of a photo ID Bus Pass. The Bus Pass will include magnetic information which will be validated through the digital fare box on each bus. The Bus Pass must be presented and swiped through the fare box upon each vehicle entry, including transfers.

3) Commercial Property Owners

Commercial Property Owners may choose to offer bus passes to their tenants, either corporations or employers, by notifying the Authority of the property address and name of the tenant(s). The Authority will verify the applicant (commercial property owner) is current in their tax payment through the Monongalia County Assessor's Office using their on-line database. The number of passes a commercial property owner can receive will be based on their tax contribution on the following scale:

\$1 - \$1,000 taxes paid	= 1 bus pass
\$1001 - \$2000 taxes paid	= 2 bus passes
\$2,001 - \$3,000 taxes paid	= 3 bus passes
\$3,001 -	and so on

Commercial property tenants will verify their identity and employer and an appointment will be arranged for the Applicant to appear for the creation of their bus pass, which will include a photo of the Applicant in the form of a photo ID Bus Pass. The Bus Pass will include magnetic information which will be validated through the digital fare box on each bus. The Bus Pass must be presented and swiped through the fare box upon each vehicle entry, including transfers.

All bus passes will be reviewed on an annual basis to verify property tax payments are up to date and that the property owner or designee is still eligible for a Bus Pass. Invalid passes will be disabled in the Authority's digital fare box system.

Ineligible Parties

Any persons or organizations that either 1) do not pay property tax in Monongalia County, or 2) have another form of subsidized Bus Pass will not be eligible for this bus pass program. Such groups include, but are not limited to, Children age 5 and under (already ride free), High School Students (already ride free), Senior Citizens (receive a pass through the Senior Monongalians Nutrition Program), or West Virginia University students, faculty or staff (prepaid and can use their WVU ID).

Ineligible Services

Bus Passes issued through this program will not be valid on non-regular, local route services such as the Intercity Grey Line bus service or the New Fit supplemental transit service. These services operate with outside, dedicated funding and are not exclusively supported using local tax contributions.

Replacement Cards

Replacement Bus Passes are available upon request, at the following cost:

Initial Bus Pass = Free

Replacement Pass with surrender of previous pass = Free

Replacement Pass for lost or stolen passes = \$20

Acceptable Forms of Identification

The following are forms of identification, proof of residency and employment that will meet the identification requirements of this program:

Property/Home Owner	Tenant	Employee
Any One of These	Photo ID Plus One of These	Photo ID Plus One of These
Photo ID matching tax records	Utility Bill with name and address	Pay Stub with employer name and address
Other Government ID matching tax records	Pay Stub with matching name and address	Tax document with matching name and address
Tax Return with home address matching tax records	Tax Document with matching name and address	Other Employer documentation with matching name and address
Other forms on a case by case basis	Other forms on a case by case basis	Other forms on a case by case basis

Questions and Additional Information

Questions and additional program information are available:

www.busrider.org

(304) 296-3680

Stopping by 420 DuPont Road, Westover, WV 26501

Appendix 1 – Bus Pass Application

Enter Tax Year and Ticket Number (and suffix) :

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Application Type: ☐ Homeowner
 ☐ Tennant (Renter)
 ☐ Employee

☐ Ms. ☐ Mrs. ☐ Mr.

First Name: _____ Last Name: _____ Middle initial: _____

Home Address: _____

Work Address: _____

Telephone Number: _____

Email Address: _____

Landlord/Rental Property Name: _____

Landlord Telephone Number: _____

Landlord Email Address: _____

Employer Name: _____

Employer Telephone Number: _____

Employer Email Address: _____
