

**ACTION SHEET
ITEM FROM THE
PUBLIC WORKS/CIP AND LAND USE COMMITTEE MEETING
OF
MONDAY, APRIL 28, 2014**

ITEM 12

REQUEST FOR APPROVAL OF A RESOLUTION AUTHORIZING AN AMENDMENT TO THE FARE STRUCTURE OF THE CITY OF SANTA FE'S PUBLIC TRANSPORTATION SYSTEM TO INCLUDE AN ANNUAL PASS OPTION; ESTABLISHING A BUS PASS PARTNERSHIP PROGRAM AUTHORIZING A DISCOUNT BUS PASS SALE PROGRAM FOR NON-PROFIT SOCIAL SERVICES ORGANIZATIONS WHO PURCHASE BUS PASSES IN VOLUME FOR DISTRIBUTION TO INDIGENT CLIENTS (**COUNCILOR BUSHEE**) (**JON BULTHUIS**)

PUBLIC WORKS COMMITTEE ACTION: Approved with amendments

SPECIAL CONDITIONS OR AMENDMENTS:

STAFF FOLLOW UP:

VOTE	FOR	AGAINST	ABSTAIN
CHAIRPERSON TRUJILLO			
COUNCILOR BUSHEE	X		
COUNCILOR DIMAS	X		
COUNCILOR DOMINGUEZ	X		
COUNCILOR RIVERA	X		

City of Santa Fe, New Mexico

memo

DATE: April 28, 2014

TO: Public Works Committee

THRU: Jon Bulthuis, Transportation Department Director

FROM: Ken Smithson, Director of Operations & Maintenance – Transit Division *KS*

SUBJECT: Information on Item # 12 – In Response to Finance Committee Questions at its March 17, 2014 Meeting

To provide a better context of our public transportation system from a financial standpoint, the following data is provided:

- In FY 2012/13, farebox recovery for both fixed route and paratransit modes was \$421,354 and total operating expenses were \$7,721,527 – for a recovery ratio of 5 percent.
- In FFY 2013, Federal operating assistance to Santa Fe amounted to \$1,562,515. This increased 2.8 percent – to \$1,606,812 – in FFY 2014.
- In FFY 2013, Federal capital assistance to Santa Fe amounted to \$162,055. This decreased to \$156,027 in FFY 2014.
- The annual operating deficit is funded locally by the ¼ percent Transit GRT, Lodgers Tax, NCRTD contributions from the Regional Transit GRT, advertising income, etc.
- In FY 2013/14, the breakdown of the Transit GRT is as follows:
 - General Fund \$1,254,266
 - Ride Finders \$ 22,937
 - Quality of Life \$ 702,000
 - Transit \$4,846,361
 - Paratransit \$ 574,436

Total \$7,400,000

City of Santa Fe, New Mexico

LEGISLATIVE SUMMARY

Resolution No. 2014-____

Bus Pass Partnership Program

SPONSOR(S): Councilor Bushee

SUMMARY: The resolution authorizes an amendment to the fare structure of the city of Santa Fe's public transportation system to include an annual pass option; and establishes a bus pass partnership program authorizing a discount bus pass sale program for non-profit social service organizations who purchase bus passes in volume for distribution to indigent clients.

PREPARED BY: Rebecca Seligman, Legislative Liaison Assistant

FISCAL IMPACT: Yes

DATE: April 17, 2014

ATTACHMENTS: Resolution
Brochure
FIR

CITY OF SANTA FE, NEW MEXICO
PROPOSED AMENDMENT(S) TO RESOLUTION NO. 2014-____
Transit Bus Fares/Bus Partnership Program

Mayor and Members of the City Council:

I propose the following amendment(s) to Resolution No. 2014-____ :

1. On page 3, line 2, *insert* the following clause:
 “BE IT FURTHER RESOLVED that the impacts resulting from the adoption of this resolution shall be reviewed by the Governing Body one year from the date of adoption of this resolution.”

Respectfully submitted,

Councilor Chris Rivera

ADOPTED: _____
NOT ADOPTED: _____
DATE: _____

Yolanda Y. Vigil, City Clerk

CITY OF SANTA FE, NEW MEXICO
PROPOSED AMENDMENT(S) TO RESOLUTION NO. 2014-____
Transit Bus Fares/Bus Partnership Program

Mayor and Members of the City Council:

I propose the following amendment(s) to Resolution No. 2014-____:

1. On page 1, line 12, after "ANNUAL" *insert* "AND SEMI-ANNUAL"
2. On page 1, line 21, after "WHEREAS," *insert* "in accordance with Resolution No. 2008-64,"
3. On page 1, line 23, *insert* the following clause"
 "WHEREAS, the Americans with Disabilities Act of 1990 prohibits discrimination and ensures equal opportunity for persons with disabilities in transportation and mandates that transit systems charge half the fare for transit fare options; and"
4. On page 2, line 1, after "annual" *insert* "or semi-annual"
5. On page 2, line 19, after "option" *insert* "and a \$110 semi-annual pass option"
6. On page 2, line 23, *delete* "display ads in the Albuquerque Journal North, the Santa Fe New Mexican, and the Santa Fe Reporter" and *insert* in lieu thereof "advertising in local media sources"

Respectfully submitted,

Transit Advisory Board

ADOPTED: _____

NOT ADOPTED: _____

DATE: _____

Yolanda Y. Vigil, City Clerk

1 CITY OF SANTA FE, NEW MEXICO

2 RESOLUTION NO. 2014-___

3 INTRODUCED BY:

4
5 Councilor Patti Bushee

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9
10 A RESOLUTION

11 AUTHORIZING AN AMENDMENT TO THE FARE STRUCTURE OF THE CITY OF
12 SANTA FE'S PUBLIC TRANSPORTATION SYSTEM TO INCLUDE AN ANNUAL PASS
13 OPTION; ESTABLISHING A BUS PASS PARTNERSHIP PROGRAM AUTHORIZING A
14 DISCOUNT BUS PASS SALE PROGRAM FOR NON-PROFIT SOCIAL SERVICE
15 ORGANIZATIONS WHO PURCHASE BUS PASSES IN VOLUME FOR DISTRIBUTION TO
16 INDIGENT CLIENTS.

17
18 WHEREAS, the City of Santa Fe delivers both fixed-route and paratransit services to the
19 community that connect passengers with jobs, medical services, shopping opportunities and
20 recreational centers; and

21 WHEREAS, the Governing Body has established a fare structure that encourages youth
22 ridership by eliminating the fare requirement for passengers aged 18 years or younger; and

23 WHEREAS, the current fare structure encourages regular passengers to purchase passes that
24 progressively reduce per trip costs with the duration of the pass with two fixed-route pass options –
25 daily pass for \$2.00 and a 31-day pass for \$20.00; and

1 **WHEREAS**, an annual pass option is not currently included in the approved fare structure,
2 however, the non-profit entity Chainbreakers and regular transit users alike, have advocated for the
3 addition of a progressively priced annual pass; and

4 **WHEREAS**, the City of Santa Fe has a long history of providing grant funding to many
5 local social service agencies who work with, and address the needs of, indigent members of our
6 community through the services and programs delivered by such organizations; and

7 **WHEREAS**, one need often cited by the indigent clients of such non-profit organizations is
8 that of transportation that provides access to the goods and services necessary for their care and
9 maintenance; and

10 **WHEREAS**, the City of Santa Fe desires to partner with local social service agencies in
11 formally establishing a discount bus pass program to address the transportation needs of their indigent
12 clients; and

13 **WHEREAS**, the City of Santa Fe Transit Advisory Board fully supports and has endorsed a
14 discount bus pass program and the addition of an annual pass option and encourages the Governing
15 Body to authorize such initiatives.

16 **NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE**
17 **CITY OF SANTA FE** that the Governing Body hereby:

- 18 1. Directs staff to amend the fare structure for the City of Santa Fe's transit system to
19 include a \$200 annual pass option, while maintaining the remainder of the fare structure currently in
20 effect.
- 21 2. Directs staff to provide notice of the Bus Pass Partnership Program to all social
22 service organization grantees.
- 23 3. Directs staff to promote the program through display ads in the Albuquerque Journal
24 North, the Santa Fe New Mexican, and the Santa Fe Reporter.
- 25 4. Directs staff to place copies of a promotional flyer in display racks at the Transit

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Division front office.

PASSED, APPROVED, and ADOPTED this _____ day of _____, 2014.

JAVIER M. GONZALES, MAYOR

ATTEST:

YOLANDA Y. VIGIL, CITY CLERK

APPROVED AS TO FORM:



KELLEY BRENNAN, CITY ATTORNEY

M/Melissa/Resolutions 2014/Bus Pass Partnership Program-42114

City of Santa Fe Fiscal Impact Report (FIR)

This Fiscal Impact Report (FIR) shall be completed for each proposed bill or resolution as to its direct impact upon the City's operating budget and is intended for use by any of the standing committees of and the Governing Body of the City of Santa Fe. Bills or resolutions with no fiscal impact still require a completed FIR. Bills or resolutions with a fiscal impact must be reviewed by the Finance Committee. Bills or resolutions without a fiscal impact generally do not require review by the Finance Committee unless the subject of the bill or resolution is financial in nature.

Section A. General Information

(Check) Bill: _____ Resolution: X

Short Title(s): **AUTHORIZING AN AMENDMENT TO THE FARE STRUCTURE OF THE CITY OF SANTA FE'S PUBLIC TRANSPORTATION SYSTEM TO INCLUDE AN ANNUAL PASS OPTION; ESTABLISHING A BUS PASS PARTNERSHIP PROGRAM AUTHORIZING A DISCOUNT BUS PASS SALE PROGRAM FOR NON-PROFIT SOCIAL SERVICE ORGANIZATIONS WHO PURCHASE BUS PASSES IN VOLUME FOR DISTRIBUTION TO INDIGENT CLIENTS.**

Sponsor(s): Councilor Bushee

Reviewing Department(s): Transportation Department

Persons Completing FIR: Jon Bulthuis Date: April 17, 2014 Phone: (505) 955-2006

Reviewed by City Attorney: *Kelley A. Brennan* Date: 4/21/14
(Signature)

Reviewed by Finance Director: *[Signature]* Date: 4/21/14
(Signature)

Section B. Summary

Briefly explain the purpose and major provisions of the bill/resolution:

The resolution authorizes an amendment to the fare structure of the city of Santa Fe's public transportation system to include an annual pass option; establishing a bus pass partnership program authorizing a discount bus pass sale program for non-profit social service organizations who purchase bus passes in volume for distribution to indigent clients.

Section C. Fiscal Impact

Note: Financial information on this FIR does not directly translate into a City of Santa Fe budget increase. For a budget increase, the following are required:

- a. The item must be on the agenda at the Finance Committee and City Council as a "Request for Approval of a City of Santa Fe Budget Increase" with a definitive funding source (could be same item and same time as bill/resolution)
- b. Detailed budget information must be attached as to fund, business units, and line item, amounts, and explanations (similar to annual requests for budget)
- c. Detailed personnel forms must be attached as to range, salary, and benefit allocation and signed by Human Resource Department for each new position(s) requested (prorated for period to be employed by fiscal year)*

1. Projected Expenditures:

- a. Indicate Fiscal Year(s) affected – usually current fiscal year and following fiscal year (i.e., FY 03/04 and FY 04/05)
- b. Indicate: "A" if current budget and level of staffing will absorb the costs
"N" if new, additional, or increased budget or staffing will be required
- c. Indicate: "R" – if recurring annual costs
"NR" if one-time, non-recurring costs, such as start-up, contract or equipment costs
- d. Attach additional projection schedules if two years does not adequately project revenue and cost patterns
- e. Costs may be netted or shown as an offset if some cost savings are projected (explain in Section 3 Narrative)

Finance Director: *[Signature]*

Budget will need to be raised or increased.

_____ Check here if no fiscal impact

Column #:	1	2	3	4	5	6	7	8
Expenditure Classification	FY _____	"A" Costs Absorbed or "N" New Budget Required	"R" Costs Recurring or "NR" Non-recurring	FY _____	"A" Costs Absorbed or "N" New Budget Required	"R" Costs – Recurring or "NR" Non-recurring	Fund Affected	
Personnel*	\$ _____	_____	_____	\$ _____	_____	_____	_____	
Fringe**	\$ _____	_____	_____	\$ _____	_____	_____	_____	
Capital Outlay	\$ _____	_____	_____	\$ _____	_____	_____	_____	
Land/ Building	\$ _____	_____	_____	\$ _____	_____	_____	_____	
Professional Services	\$ _____	_____	_____	\$ _____	_____	_____	_____	
All Other Operating Costs	\$ _____	_____	_____	\$ _____	_____	_____	_____	
Total:	\$ _____			\$ _____				

* Any indication that additional staffing would be required must be reviewed and approved in advance by the City Manager by attached memo before release of FIR to committees. **For fringe benefits contact the Finance Dept.

2. Revenue Sources:

- a. To indicate new revenues and/or
- b. Required for costs for which new expenditure budget is proposed above in item 1.

Column #:	1	2	3	4	5	6
Type of Revenue	FY _____	"R" Costs Recurring or "NR" Non-recurring	FY _____	"R" Costs – Recurring or "NR" Non-recurring	Fund Affected	
Farebox Recovery	(\$20,000/yr.)	R	\$ _____	_____	_____	
_____	\$ _____	_____	\$ _____	_____	_____	
_____	\$ _____	_____	\$ _____	_____	_____	
Total:	(\$20,000/yr.)	✓	\$ _____			

3. Expenditure/Revenue Narrative:

Explain revenue source(s). Include revenue calculations, grant(s) available, anticipated date of receipt of revenues/grants, etc. Explain expenditures, grant match(s), justify personnel increase(s), detail capital and operating uses, etc. (Attach supplemental page, if necessary.)

It is expected that offering the bus pass partnership program to non-profit social service agencies will result in a reduction in farebox revenue collected by the system. However, any increase to the anticipated revenue loss will likely be small as non-profits with established grantee relationships with the city *already* receive discounts on volume pass sales. This resolution would extend that option to *all* non-profit social service agencies who serve the indigent.

Section D. General Narrative

1. Conflicts: Does this proposed bill/resolution duplicate/conflict with/companion to/relate to any City code, approved ordinance or resolution, other adopted policies or proposed legislation? Include details of city adopted laws/ordinance/resolutions and dates. Summarize the relationships, conflicts or overlaps.

No.

2. Consequences of Not Enacting This Bill/Resolution:

Are there consequences of not enacting this bill/resolution? If so, describe.

The City of Santa Fe's Transit Division would not have clear policy direction from the Governing Body regarding the discounted sale of volume bus passes to non-profit social service entities. The opportunity to purchase bus passes at a volume discount would not be widely advertised/promoted to any and all non-profit entities who serve the indigent population.

3. Technical Issues:

Are there incorrect citations of law, drafting errors or other problems? Are there any amendments that should be considered? Are there any other alternatives which should be considered? If so, describe.

No.

4. Community Impact:

Briefly describe the major positive or negative effects the Bill/Resolution might have on the community including, but not limited to, businesses, neighborhoods, families, children and youth, social service providers and other institutions such as schools, churches, etc.

Social service providers would have a clearly defined opportunity to purchase bus passes, at volume discount, for distribution to the indigent population in our community.

Form adopted: 01/12/05; revised 8/24/05; revised 4/17/08