

City of Santa Fe, New Mexico

LEGISLATIVE SUMMARY

Resolution No. 2014-__

Discount Bus Pass Program - Indigent

SPONSOR(S): Councilor Bushee

SUMMARY: The proposed a resolution authorizes a discount bus pass sale program for non-profit social service organizations who purchase bus passes in volume for distribution to indigent clients who utilize the city of Santa Fe's public transportation system: Santa Fe Trails.

The proposed resolution further,

- Authorizes and endorses the Bus Pass Partnership Program as detailed on the attached flyer, attached hereto as Exhibit "A", for indigent clients of nonprofit social service organizations.
- Directs staff to provide notice of the Bus Pass Partnership Program to all social service organization grantees.
- Directs staff to promote the program through display ads in the Albuquerque Journal North, the Santa Fe New Mexican, and the Santa Fe Reporter.
- Directs staff to place copies of the promotional flyer in display racks at the Transit Division front office.

PREPARED BY: Rebecca Seligman, Legislative Liaison Assistant

FISCAL IMPACT: Yes

DATE: February 14, 2014

ATTACHMENTS: Resolution
FIR

1 CITY OF SANTA FE, NEW MEXICO

2 RESOLUTION NO. 2014-__

3 INTRODUCED BY:

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5 Councilor Patti Bushee

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10 A RESOLUTION

11 AUTHORIZING A DISCOUNT BUS PASS SALE PROGRAM FOR NON-PROFIT SOCIAL
12 SERVICE ORGANIZATIONS WHO PURCHASE BUS PASSES IN VOLUME FOR
13 DISTRIBUTION TO INDIGENT CLIENTS WHO UTILIZE THE CITY OF SANTA FE'S
14 PUBLIC TRANSPORTATION SYSTEM: SANTA FE TRAILS.

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16 WHEREAS, the City of Santa Fe has a long history of providing grant funding to many local
17 social service agencies who work with, and support the needs of, indigent members of our community
18 with concerns specifically addressed by the services and programs delivered by said organizations;
19 and

20 WHEREAS, one need often cited by the indigent clients of such non-profit organizations is
21 that of transportation that provides access to employment opportunities, healthcare providers;
22 shopping centers, and other destinations; and

23 WHEREAS, the City of Santa Fe provides Santa Fe Trails fixed-route bus service to
24 residents and visitors alike, every day of the week, connecting people with the places that life takes
25 them; and

1 **WHEREAS**, the City of Santa Fe desires to partner with local social service agencies in
2 formally establishing a discount bus pass program to address the transportation needs of their indigent
3 clients as authorized by the Governing Body; and

4 **WHEREAS**, the Transit Advisory Board fully supports, and has endorsed, this concept and
5 encourages the Governing Body to authorize the program.

6 **NOW, THEREFORE, BE IT RESOLVED**, that the Governing Body of the City of Santa
7 Fe:

- 8 1. Authorizes and endorses the Bus Pass Partnership Program as detailed on the attached
9 flyer, attached hereto as Exhibit "A", for indigent clients of nonprofit social service
10 organizations.
- 11 2. Directs staff to provide notice of the Bus Pass Partnership Program to all social service
12 organization grantees.
- 13 3. Directs staff to promote the program through display ads in the Albuquerque Journal
14 North, the Santa Fe New Mexican, and the Santa Fe Reporter.
- 15 4. Directs staff to place copies of the promotional flyer in display racks at the Transit
16 Division front office.

17
18 PASSED, APPROVED, and ADOPTED this _____ day of _____, 2014.

19
20 _____
21 DAVID COSS, MAYOR

22 ATTEST:

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24 _____
25 YOLANDA Y. VIGIL, CITY CLERK

1 APPROVED AS TO FORM:

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4 KELLEY BRENNAN, CITY ATTORNEY

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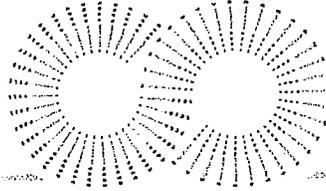
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25 *M/Melissa/Resolutions 2014/Discount Bus Program - indigent*



SANTA FE TRAILS

BUS PASS

PARTNERSHIP
PROGRAM



For Non-Profit Social
Service Agencies

(Brochure cover)

EXHIBIT

A

5

tabbles

What is the Bus Pass Partnership Program?

This program allows social service and nonprofit agencies who work with the indigent to purchase discounted bus passes.

How does the program work?

1. You determine the number of passes you wish to buy.
2. You complete the attached order form, and mail it to Santa Fe Trails.

1-Day Passes

These passes are valid for unlimited rides on any Santa Fe Trails transit bus to end of the service day once validated on the first use. Depending upon the number of passes purchased, bus pass partners may receive up to a 25% discount.

31-Day Passes

These passes are valid for unlimited rides on any Santa Fe Trails transit bus for 31 consecutive days after the first use. Depending upon the number of passes purchased, bus pass partners may receive up to a 40% discount.

We also offer a 15-Day pass at half the cost.

What is the Discount Price for Bus Passes?



1-Day Passes

<u>Number</u>	<u>Discount</u>	<u>Cost Per Pass</u>
0-25	Full fare	\$2.00
26-100	15%	\$1.70
Over 100	25%	\$1.50



15-Day/31-Day Passes

<u>Number</u>	<u>Discount</u>	<u>15 Day</u>	<u>31 Day</u>
0-10	Full fare	\$10.00	\$20.00
11-100	25%	\$7.50	\$15.00
Over 100	40%	\$6.00	\$12.00



(Inside "Pages")

BUS PASS ORDER FORM

Yes, I would like to participate as a non-profit social service agency.

I would like to order the following:

_____ 1—Day Passes

_____ 31—Day Passes

Enclosed is my check or Purchase

Order in the amount of \$ _____

Please Note. Make check payable to:

City of Santa Fe.

Non-Profit Agency Information:

Name _____

Address _____

City _____ State _____ Zip _____

Contact Name _____

Mail order form to:

Santa Fe Trails

2931 Rufina Street

Santa Fe, NM 87507

(\$ Backs Back)

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): A RESOLUTION AUTHORIZING A DISCOUNT BUS PASS SALE PROGRAM FOR NON-PROFIT SOCIAL SERVICE ORGANIZATIONS WHO PURCHASE BUS PASSES IN VOLUME FOR DISTRIBUTION TO INDIGENT CLIENTS WHO UTILIZE THE CITY OF SANTA FE'S PUBLIC TRANSPORTATION SYSTEM: SANTA FE TRAILS.

Sponsor(s): Councilor Bushee

Reviewing Department(s): Transportation Department

Persons Completing FIR: Jon Bulthuis Date: February 19, 2014 Phone: (505) 955-2006

Reviewed by City Attorney: *R. Alfred Walk* Date: 02/19/2014
(Signature)

Reviewed by Finance Director: *[Signature]* Date: 02/19/14
(Signature)

Section B. Summary

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

The resolution formally establishes a discount bus pass sales program for non-profit social service organizations who purchase bus passes in volume for distribution to indigent clients who utilize the City of Santa Fe's public transportation system: Santa Fe Trails. It also directs staff to provide details of said program to local social service agencies who are grantees of the City of Santa Fe, to publish the details of the program in local print media, and to make a promotional flyer available to the public at Santa Fe Trails front office.

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: _____

_____ 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

<u>Farebox Recovery</u>	(\$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 discount bus pass sales 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