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City of Las Cruces[®]
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Council Action and Executive Summary

Item # 14 Resolution# 11-151 Council District: All

For Meeting of January 3, 2011
 (Adoption Date)

TITLE: A RESOLUTION APPROVING THE TRANSIT HOLIDAY SCHEDULE FOR THE 2011 CALENDAR YEAR.

PURPOSE(S) OF ACTION:

To set the Transit holiday service levels for the 2011 calendar year.

Drafter and Staff Contact: <i>Michael Bartholomew</i> Michael Bartholomew		Department: Transit		Phone: 541-2537	
Department	Signature	Phone	Department	Signature	Phone
Department Director	<i>[Signature]</i>	528-3477	Budget	<i>[Signature]</i>	541-2107
Other			Assistant City Manager	<i>[Signature]</i>	541-2271
Legal	<i>[Signature]</i>	541-2128	City Manager	<i>[Signature]</i>	541-2076

BACKGROUND / KEY ISSUES / CONTRIBUTING FACTORS:

Each year transit staff proposes a transit holiday service schedule for the calendar year. This year's proposal is consistent with service levels provided in past years. This proposed holiday service schedule is presented in Exhibit "A". Note that this request includes the January 2012 New Year's Day holiday.

The estimated cost for transit service for holidays operated is approximately \$7,000 per day of full service operated and about \$5,000 per day for a single shift of service. Additional costs include holiday worked for Fixed Route and Dial-A-Ride drivers, mechanics and dispatchers, as well as fuel and vehicle cleaning. Employees working on City Holidays will be paid holiday worked as outlined in the Blue Collar Union contract and in the Las Cruces personnel manual. The 2011 holidays falling in FY11 are already budgeted. Holidays falling in FY12 will be planned in the FY12 budget.

SUPPORT INFORMATION:

1. Resolution
2. Exhibit "A" – 2011 Proposed Transit Holiday Schedule.

(Continue on additional sheets as required)

SOURCE OF FUNDING:

Is this action already budgeted?	Yes	<input checked="" type="checkbox"/>	See fund summary below
	No	<input type="checkbox"/>	If No, then check one below:
	<i>Budget Adjustment Attached</i>	<input type="checkbox"/>	Expense reallocated from:
		<input type="checkbox"/>	Proposed funding is from a new revenue source (i.e. grant; see details below)
	<input type="checkbox"/>	Proposed funding is from fund balance in the Transit Fund.	
Does this action create any revenue? Estimated fare revenue \$3,600/yr.	Yes	<input checked="" type="checkbox"/>	Funds will be deposited into this fund: Transit Revenue in the amount of <u>\$3,600.00</u> for FY11 and FY12.
	No	<input type="checkbox"/>	There is no new revenue generated by this action.

BUDGET NARRATIVE

N/A

FUND EXPENDITURE SUMMARY:

Fund Name(s)	Account Number(s)	Expenditure Proposed	Available Budgeted Funds in Current FY	Remaining Funds	Purpose for Remaining Funds
Fund 5920 (Transit) All Operating and Salary Accounts		est. 50,000 for calendar year 2011	25,000 FY11	NA	

OPTIONS / ALTERNATIVES:

1. Vote "Yes"; this will officially align approved transit holiday service for the 2011 calendar year with the entire City 2011 holiday schedule.
2. Vote "No"; Voting no will make it more difficult to plan holiday service levels in a timely manner. Staff would request direction from Council whether holiday service should be provided at all.
3. Vote to "Amend"; this would increase or decrease the cost and level of service from what is proposed based on Council direction.

(Continue on additional sheets as required)

4. Vote to "Table"; Staff would provide Transit service as on previous holidays pending further Council direction.

REFERENCE INFORMATION

N/A

RESOLUTION NO. 11-151

A RESOLUTION APPROVING THE TRANSIT HOLIDAY SCHEDULE FOR THE 2011 CALENDAR YEAR.

The City Council is informed that:

WHEREAS, the Transit Section has proposed a holiday service schedule for the 2011 calendar year; and

WHEREAS, the Transit Section is seeking Council approval for holiday service that will address public transportation needs for the remainder of the calendar year 2011 including the New Year's Day holiday for 2012.

NOW, THEREFORE, Be it resolved by the governing body of the City of Las Cruces:

(I)

THAT the Transit holiday service schedule through January 2, 2012 is approved, attached hereto as Exhibit "A".

(II)

THAT City staff is hereby authorized to do all deeds necessary in the accomplishments of the herein above.

DONE AND APPROVED this _____ day of _____, 2011.

RESOLUTION NO. 11-151, cont

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(SEAL)

APPROVED:

Mayor

ATTEST:

City Clerk

Moved by: _____

Seconded by: _____

VOTE:

Mayor Miyagishima: _____

Councillor Silva: _____

Councillor Connor: _____

Councillor Pedroza: _____

Councillor Small: _____

Councillor Sorg: _____

Councillor Thomas: _____

APPROVED AS TO FORM:

City Attorney

**CITY OF LAS CRUCES
2010 HOLIDAY SCHEDULE
Proposed Transit Service Levels**

January 3, 2011 through January 2, 2012

<u>HOLIDAY</u>	<u>DATE OF OBSERVANCE</u>		SERVICE LEVEL
Martin Luther King Day	January 17, 2011	Monday	1
Presidents Day	February 21, 2011	Monday	1
Memorial Day	May 30, 2011	Monday	2
Independence Day – City Holiday	July 4, 2011	Monday	2
Labor Day	September 5, 2011	Monday	2
Columbus Day	October 10, 2011	Monday	1
Veterans' Day	November 11, 2011	Friday	1
Thanksgiving Day	November 24, 2011	Thursday	2
Thanksgiving Holiday	November 25, 2011	Friday	3
Winter Holiday	December 23, 2011	Friday	1
Christmas Day – City Holiday	December 26, 2011	Monday	3
New Year's Day – City Holiday	January 2, 2012	Monday	3

Service Levels:

1 = Regular Service Levels ; DAR Scheduler office open from 8:00 a.m. – 12:00 noon and from 1:00 p.m. – 5:00 p.m.; Administrative and RideShare offices will be closed.

2 = All service will be cancelled for these days

3 = Saturday level of service offered (9:30 a.m. – 6:00 p.m.); DAR Scheduler office open from 8:00 a.m. – 12:00 noon and from 1:00 p.m. – 5:00 p.m.; Administrative and RideShare offices will be closed.