



# City of San Antonio

## Agenda Memorandum

**File Number: 13-1123**

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**Agenda Item Number:** 40.

**Agenda Date:** 12/5/2013

**In Control:** City Council A Session

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**DEPARTMENT:** Human Resources

**DEPARTMENT HEAD:** Joe Angelo, Chief Human Resources Officer

**COUNCIL DISTRICTS IMPACTED:** City-Wide

### **SUBJECT:**

Interlocal Agreement with VIA Metropolitan Transit to continue City Employee Transit Initiative

### **SUMMARY:**

This Ordinance authorizes the City Manager or her designee to execute an Interlocal Agreement with VIA Metropolitan Transit (VIA) to continue the VIA EZ Rider Program for City Employees. The term of this contract is three (3) years, beginning January 1, 2014, and ending January 31, 2015, with an option to extend the contract for up to two (2) one (1) year extensions, subject to and contingent upon funding by City Council. The estimated annual expense is approximately \$200,000.00 in passes (3,571 passes) for a total value of \$600,000.00 for the term of the Interlocal Agreement.

### **BACKGROUND INFORMATION:**

Staff was to develop a City Employee Transit Initiative that would provide additional parking opportunities downtown while utilizing and promoting the public transit circulation system. There are two primary program areas:

1. To provide an annual transit pass for all civilian City employees
2. To provide peripheral parking in the downtown area.

The City of San Antonio (City) and VIA Metropolitan Transit (VIA) have worked together to continue the VIA EZ Rider Program that will be an enhanced benefit to civilian employees. This benefit currently exists for civilian employees only.

The EZ Rider Program is an annual pass program in the form of a sticker applied to an employee's company identification badges. This pass entitles EZ Riders to ride all of VIA's mainline bus and streetcar service for no additional cost. This program offers the convenience of using existing photo ID and not having to manage monthly passes. This program will do the following:

- A. Provide non-temporary civilian City Employees, including full-time, part-time, Mayor, Council Offices and Council Assistant positions, with an annual transit pass for unlimited rides beginning January 1, 2014. This transit benefit excludes special events, VIAtrans, and Starlight service, and Vanpool Service. The proposed transit pass costs \$56 per pass.
  - i. The Human Resources Department will distribute VIA transit stickers to be placed on City identification badges. Staff will be informed through meetings conducted by VIA and through posters and information pamphlets and all COSA communication. Human Resources and VIA will work together to communicate the program to employees through the Employee Relations Business Partner, posting posters at worksites, and in the City newsletter.
  - ii. The use of public transportation is a key component to reducing carbon emissions. By promoting the use of public transportation, this initiative offers many other benefits including:
    - o An opportunity for City Employees to reduce their fuel consumption
    - o A reduction in downtown traffic congestion
    - o Increase downtown parking availability
    - o A promotion of the City's clean-air initiatives

The estimated annual cost for this program is \$200,000.00. To continue with this program, the City will enter into a new Interlocal agreement with VIA Metropolitan Transit. This program requires Council approval.

## **ISSUE:**

This new Interlocal agreement with VIA Metropolitan Transit would allow for a three (3) year contract, beginning January 1, 2014, and ending January 31, 2015, with an option to extend the contract for up to two (2) one (1) year extensions, subject to and contingent upon funding by City Council.

## **ALTERNATIVES:**

Council has the option not to approve or continue the Interlocal agreement with VIA. In addition, the City can either continue with the current bus program but would require employees to pay for the annual pass out of pocket.

## **FISCAL IMPACT:**

The estimated annual expense is approximately \$200,000.00 in passes for a total value of \$600,000.00 for the term of the Interlocal Agreement. Funds in the amount of \$200,000 are included in the FY 2014 General Fund Adopted Budget. Funds for the remaining portion of the Agreement are contingent upon City Council approval of the FY 2015 and FY 2016 Budgets.

**RECOMMENDATION:**

Staff recommends approval of this ordinance to execute an Interlocal Agreement with VIA Metropolitan Transit for employee transit services.