



TOWN OF FAIRFAX

STAFF REPORT

November 6, 2013

TO: Mayor and Town Council

FROM: Garrett Toy, Town Manager

SUBJECT: Adoption of Resolution 13-56 to apply to the Bay Area Air Quality Management District for a grant to fund bike racks

RECOMMENDATION

Adopt a resolution authorizing the Town Manager to apply to the Bay Area Air Quality Management District's (District) for a grant to fund bike racks under the District's Bicycle Rack Voucher Project and to make the financial commitment required to receive the grant.

DISCUSSION

The Bay Area Air Quality Management District has developed the Bicycle Rack Voucher Project (BRVP) to provide local public agencies with access to discounted or no-cost bicycle rack equipment. The BRVP's goal is to cost effectively reduce motor vehicle emissions by expanding availability of new bicycle parking facilities in the nine-county Bay Area. Attached is a flyer describing how the BRVP works. The key requirements for funding are as follows:

- Must purchase new bicycle racks that create new bicycle parking spots;
- Awards are made in the form of Vouchers for up to \$60 per bicycle parking spot created, limited to a maximum of \$12,000 in total Voucher awards per applicant; and
- Vouchers can only be redeemed for qualified equipment with Vendors who are pre-approved through the District's BRVP.

The Marin Bicycle County Coalition has indicated it will assist with the application process by identifying possible locations for Town staff approval and preparing the site maps that must accompany the applications. The voucher is for \$60 per bike rack (e.g., two bike racks will receive a voucher for \$120). Any costs above the voucher amount, including delivery and installation, must be borne by the Town. Depending on the model selected, the voucher amount can cover 100% of the material costs including delivery. However, installation is extra and staff anticipates installing the racks using in-house resources. At this time, it is unclear how many racks the Town will apply for and their locations, but staff will commit to keeping the Town's "out-of-pocket" financial commitment to less than \$1,500.

FISCAL IMPACT

Project costs can be absorbed within the Public Works Street Maintenance budget (Fund 01-511).

Attachments: BRVP process flyer, Resolution



BAY AREA
AIR QUALITY
MANAGEMENT
DISTRICT

Bicycle Rack Voucher Project (BRVP) How the BRVP Works

Public Agency submits the Application Form to the Air District.



The Air District will review a complete application **within 30 calendar days** of receipt.



If funding is approved, the Air District will issue the Public Agency a Voucher for the approved bicycle rack equipment. Please note that if equipment is being requested from more than one Vendor, the Air District will issue a separate Voucher for each Vendor.



Each Voucher will be **eligible for use for 60 days** after the Air District issues the Voucher.



To redeem the Voucher, voucher recipients must present the Voucher to the Vendor when placing their order.



The voucher recipient is required to install the equipment **within 4 months** of the equipment being delivered.



Equipment will be delivered to the voucher recipient **within 90 days** of Vendor placing the order.



Within 60 days of the installation of all equipment from the Vendor, Voucher recipient must submit an Installation Form to the Air District to confirm that the equipment has been installed in the pre-approved locations.



Voucher recipient must maintain equipment for **10 years** after the equipment is installed

RESOLUTION 13-56

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF FAIRFAX
AUTHORIZING THE TOWN MANAGER TO APPLY TO THE BAY AREA AIR
QUALITY MANAGEMENT DISTRICT (DISTRICT) FOR A GRANT TO FUND BIKE
RACKS UNDER THE DISTRICT'S BICYCLE RACK VOUCHER PROJECT AND TO
MAKE THE FINANCIAL COMMITMENT REQUIRED TO RECEIVE THE GRANT**

WHEREAS, the Bay Area Air Quality Management District has developed the Bicycle Rack Voucher Project (BRVP) to provide local public agencies with access to discounted or no-cost bicycle rack equipment; and

WHEREAS, the BRVP's goal is to cost effectively reduce motor vehicle emissions by expanding availability of new bicycle parking facilities in the nine-county Bay Area; and

WHEREAS, the BRVP requires applicants to provide either a signed letter of commitment or a signed resolution from the governing body authorizing the submittal of the application and identifying the individual authorized to submit the application and carry out the Project; and

WHEREAS, applicants are required to provide matching funds from a non-Air District source(s) to cover any costs above the voucher amount for equipment and/or labor that are required to implement this project,

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Town Council of the Town of Fairfax that the Town Manager is hereby authorized to apply to the Bay Area Air Quality Management District (District) for a grant to fund bike racks under the District's Bicycle Rack Voucher Project and to make the financial commitment required to receive funding from the BVRP.

The foregoing Resolution was duly passed and adopted at a regular meeting of the Town Council of the Town of Fairfax held in said Town on the 6th day of November 2013, by the following vote, to wit:

AYES:
NOES:
ABSENT:

JOHN REED, Mayor

Attest:

Town Clerk