



# TOWN OF FAIRFAX

## STAFF REPORT

### December 4, 2013

**TO:** Mayor and Town Council

**FROM:** Garrett Toy, Town Manager *GT*

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

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#### **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.

Staff has met with the Marin County Bicycle Coalition to create the attached list of possible locations. MCBC has also indicated it is exploring the possibility of installing a permanent bicycle coral in the downtown area. However, they are just starting their outreach process to businesses. If MCBC can obtain written support from the affected businesses as well as the Chamber of Commerce, staff will bring this item to the Council for consideration as a supplemental application for bike racks.

The voucher is for \$60 per bike parking spot (e.g., a two-bike rack will receive a voucher for \$120). Portable bike racks are not eligible for the program. Any costs above the voucher amount, including delivery and installation, must be borne by the Town. Staff anticipates the voucher will cover 100% of the material costs because of the type of rack selected and free delivery based on the number of racks ordered (approx. 25 racks). However, installation is extra and staff, in most cases, will install the racks using in-house resources. Staff will commit to keeping the Town's "out-of-pocket" financial commitment to less than \$2,000.

#### **FISCAL IMPACT**

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

Attachments: BRVP process flyer, Resolution, list of potential sites for bike racks



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 4th day of December 2013, by the following vote, to wit:

AYES:

NOES:

ABSENT:

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Mayor

Attest:

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Town Clerk

## **List of locations for BAAQMD Bike Rack Grant**

1. Fairfax Town Hall
  - 1 at the corner landscaping on Bolinas Avenue (across from fishpond)
  - 1 near entrance on the Police Station side near the grass.
2. Peri Park playground entrance:
  - 2 to replace existing wavy bike rack
3. Fairfax Women's Club
  - 2 near entrance opposite the side with the handrail (left)
4. Fairfax Pavilion
  - 2 at entrance facing Contratti Field, opposite the side with the handrail
  - 1 at entrance facing Town Hall, adjacent to existing racks
5. Contratti Baseball Field:
  - 5 to the west of the snack shack, where an existing portable rack is located.
6. Fairfax Market
  - 3 on sidewalk by SFD, in line with street trees, across from Market entrance
7. Bank of America
  - 2 adjacent to the red painted curb near ATMs
8. 1930 SFD Boulevard (future juice bar)
  - 1 between driveway and street tree
9. Siam Lotus
  - 1 between cross-walk and parking space
10. Lola's Depot
  - 1 on sidewalk between two parking spaces
11. 19 Broadway
  - 1 on sidewalk between parking spaces slightly east of the entrance
12. Beach House Style
  - 1 on sidewalk in front of the Beach House Style sign
13. Pancho Villa's
  - 2 on Pastori Avenue sidewalk across from the Good Earth
  - 2 on Sir Francis Drake Boulevard sidewalk near the Pancho Villa's entrance
14. Sir Francis Drake Boulevard between Pancho Villa's and TLC
  - 2 on sidewalk

**TOTAL: 30**

# New Bike Rack Locations in Fairfax for the BAAQMD Bike Rack Voucher Program

## Number of racks at each location

- ① Fairfax Town Hall: 2
- ② Peri Park Playground: 2
- ③ Fairfax Women's Club: 2
- ④ Fairfax Pavilion: 3
- ⑤ Contratti Ball Park: 5
- ⑥ Fairfax Market: 3
- ⑦ Bank of America: 2
- ⑧ 1930 SFD Blvd: 1
- ⑨ Siam Lotus: 1
- ⑩ Lola's Depot: 1
- ⑪ 19 Broadway Ave: 1
- ⑫ Beach House Style: 1
- ⑬ Pancho Villa's: 4
- ⑭ The Learning Center and  
Acupuncture & Herb: 2

Total racks: 30

