SUBJECT: AUTHORIZATION TO INVEST STAFF TIME TO COMPLETE A SECOND CLASS II BICYCLE LANE APPLICATION

SOURCE: Public Works Department - Engineering Division

COMMENT: There is an opportunity for the City to receive up to $50,000 dollars from a "REduce MOtor Vehicle Emission (REMOVE) grant. The grant application is somewhat involved and staff estimates that it will take approximately 6 to 8 hours to complete.

The City previously completed a Bicycle Transportation Account (BTA) grant application in the amount of approximately $46,000 and mailed the application to Caltrans for consideration. If successful, the City will use the grant money to construct bike lanes and routes beginning in and around Zalud Park and terminating in the vicinity of the Neighborhood Community Center. The BTA grant has a 10% local match requirement.

There is a comprehensive bicycle plan contained within the City’s Circulation Element. The cost to construct the 17 miles depicted in the Circulation Element is approximately $273,000. Provisions within the REMOVE grant allows an agency to use some of the granted funds as an agency’s 10% local match when applying for future BTA grants.

Staff is exploring the idea of applying for a $273,000 BTA grant for Fiscal Year 2005/2006 and using $27,000 of the 2004/2005 REMOVE grant as the City’s 10% match. Obviously, the City would need to secure the $50,000 REMOVE grant first before proceeding with the $273,000 BTA grant application.

As an aside, TCAG informed that the City can apply for a REMOVE grant to cover the City’s 11.5% match on the four hybrid vehicles and five refuse trucks awarded through a CMAQ grant. If successful, the savings to the City would approximate $117,000. TCAG staff will provide additional information on this program when they meet with staff the week of April 11, 2005.

RECOMMENDATION: That City Council:

1. Direct staff to invest the necessary time to properly complete the REMOVE grant application for the full amount of $50,000;

Dir _____ Appropriated/Funded _____ CM _____ Item No. 30___
2. Hold in reserve approximately $30,000 to use as the City’s 10% (10.4%) local match for a 2005/2006 BTA grant application in the amount of approximately $273,000;

3. Direct staff to invest the time to properly complete a Fiscal Year (FY) 2005/2006 BTA grant application in the amount of approximately $273,000; and

4. Direct staff to invest the time to properly complete a FY 2005/2006 REMOVE grant application with the purpose in mind to use the grant monies to cover the City’s 11.5% local match CMAQ requirement as it relates to the purchase of hybrid vehicles and refuse trucks.

ATTACHMENT: Grant Source & Match Matrix
<table>
<thead>
<tr>
<th>Grant Source</th>
<th>Fiscal Year</th>
<th>Amount</th>
<th>Approx. 10.4% Match</th>
<th>Source of Match</th>
</tr>
</thead>
<tbody>
<tr>
<td>REMOVE - Class II Only</td>
<td>2004/2005</td>
<td>$50,000.00</td>
<td>None</td>
<td>None</td>
</tr>
<tr>
<td>BTA - Class II &amp; III</td>
<td>2004/2005</td>
<td>$46,000.00</td>
<td>$4,600.00</td>
<td>10% from REMOVE or None (if grant denied)</td>
</tr>
<tr>
<td>BTA - 17 Miles per CE</td>
<td>2005/2006</td>
<td>$273,000.00</td>
<td>$27,000.00</td>
<td>10% from REMOVE or None (if grant denied)</td>
</tr>
</tbody>
</table>

CE = Circulation Element

**Construction Estimates Per the Circulation Element**

<table>
<thead>
<tr>
<th>Grant Source</th>
<th>Fiscal Year</th>
<th>Amount</th>
<th>Match</th>
</tr>
</thead>
<tbody>
<tr>
<td>BTA - 5.1 Miles Class II</td>
<td>2004/2005</td>
<td>$40,366.50</td>
<td>$40,367.00</td>
</tr>
<tr>
<td>BTA - 2.5 Miles Class III</td>
<td>2004/2005</td>
<td>$1,083.00</td>
<td>$108.30</td>
</tr>
<tr>
<td>BTA - 17 Miles per CE</td>
<td>2005/2006</td>
<td>$273,000.00</td>
<td>$27,000.00</td>
</tr>
</tbody>
</table>
BICYCLE INFRASTRUCTURE COMPONENT

What is the Program?
The San Joaquin Valley Air Pollution Control District (SJVAPCD) will pay you to reduce emissions from the development of a comprehensive bicycle transportation network. The expansion of bicycle transportation facilities may provide air quality improvements by providing an alternative to motorized vehicular travel for short distance commuters. The SJVAPCD is providing incentives to municipalities, government agencies, public education, private companies and organizations in the development of:

- Class I Bicycle Path
- Class II Bicycle Lane

Why is the SJVAPCD Offering These Incentives?
The purpose of the REMOVE II Program’s Bicycle Infrastructure Component is to assist the SJVAPCD in achieving air quality standards by the promotion of bicycles as a safe and viable transportation alternative. The widespread practice of commuter bicycling for the direct replacement of vehicle travel has significant benefits for the air quality by reducing motor vehicle emissions, fuel consumption and vehicle miles traveled within the San Joaquin Valley.

How Much Money Can I Get?
The incentive amounts for projects will be generally based on ARB calculation methodologies for emission reduction. The resulting cost effectiveness value for each project will have a direct effect on the funding determination. Funds will be awarded on a first-come, first-serve basis to all applications that meet the criteria and requirements, while program funds are available. In addition, projects are subject to maximum funding caps shown at right.

<table>
<thead>
<tr>
<th>Category</th>
<th>Maximum Incentive</th>
</tr>
</thead>
<tbody>
<tr>
<td>Class I Bicycle Path</td>
<td>$100,000 ($50,000/mile)</td>
</tr>
<tr>
<td>Class II Bicycle Lane</td>
<td>$50,000</td>
</tr>
</tbody>
</table>

How Do I Know If I Am Eligible For Funding?
Municipalities, government agencies, and public educational institutions may apply to receive an incentive under this program. Funds are available for eligible bicycle infrastructure projects that meet specific program criteria as follows:

- The bicycle project must contribute to the development of a widespread alternative transportation network of paths, lanes and routes for commuter bicycling. The project should eliminate barriers or gaps within the general bicycle transportation network in the community.
- Project sites should target areas where there is a high demand or necessity for bicycle facility development or improvement. These locations should exhibit high traffic flow and commuter travel to areas of frequent activity such as primary/secondary schools, shops, colleges, churches, libraries, downtown community parks and centers.
- The bicycle infrastructure development will directly support and augment commuter bicycle travel within the geographic boundaries of the SJVAPCD. This verifies that the reduction of vehicle trips and emissions will result within the San Joaquin Valley.
What's the Catch?

**There is no catch.** We’re paying you to help us clean up the air. However, to achieve this goal, your project must demonstrate that emission reductions claims are real and verifiable within the San Joaquin Valley. Applicants must prove that vehicle trips are actually being replaced and once the bicycle facility is developed, the reductions continue over time. We’ll need the following from you:

▲ Specific project information including detailed bicycle infrastructure description for the location’s potential to effectively increase commuter bicycle travel. Include the location’s proximal activity centers and travel frequency data for both bicycle and motor vehicles.

▲ The project must provide supportive documentation or data to validate the emission reduction claims in the form of records, project maps, design lay out, blue prints, reports, surveys, visual models or displays.

▲ Simple annual reports will be required for 5 years from the beginning of bicycle transportation facility operations. The reports shall include such information as the average vehicle miles traveled replaced by commuter bicycling and the average number of daily commuter bicyclists utilizing the bicycle facility. These reports help us know that we are indeed improving air quality with valuable public dollars.

How Do I Apply?

Applications will be evaluated and approved on a **first-come, first-serve basis** until program funds are exhausted. In the event that proposals are submitted on the same day, proposals will be funded in the order of the best overall cost-effectiveness until funds are exhausted. The process is as follows:

1. Send an application and detailed project description to the SJVAPCD. The application will require contact information and specific information to assess the bicycle transportation facility’s potential to replace vehicle trips.

2. SJVAPCD staff reviews the application and supportive documents to determine eligibility. It is important to include all the required documentation and supportive data for this program. You will be notified if more information is needed.

3. If the application meets minimum criteria, an incentive amount will be determined for the proposed electronic or telecommunications technology.

4. Applicants will be notified of application approval or denial. Upon approval of the application, the SJVAPCD will prepare a simple contract for signature by the applicant and SJVAPCD.

5. The applicant implements the bicycle transportation facility into service within 1 year of contract execution.

6. The applicant submits equipment invoice, receipts, and SJVAPCD Claim(s) for Payment form. The SJVAPCD issues payment upon verification that the system has been placed into service.

7. As mentioned above, the applicant will submit simple annual reports. The SJVAPCD maintains the right to monitor the project periodically to ensure emission reductions are occurring.

Where Do I Get an Application?

You can receive an application by calling the SJVAPCD at (559) 230-5858. For general information about the program, you can call (559) 230-5800 or visit the SJVAPCD website at [www.valleyair.org](http://www.valleyair.org).