

RESOLUTION NO. 2024-129

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ELK GROVE ESTABLISHING THE CITY OF ELK GROVE E-BIKE VOUCHER PROGRAM, AND ADOPTING THE PROGRAM POLICIES, GUIDELINES, AND PROCEDURES; AND AUTHORIZING THE CITY MANAGER TO TAKE ALL STEPS REASONABLY NECESSARY TO IMPLEMENT AND ADMINISTER THE PROGRAM, ACCEPT ENERGY EFFICIENCY AND CONSERVATION BLOCK GRANT FUNDING FROM THE U.S. DEPARTMENT OF ENERGY UP TO THE AMOUNT OF \$201,410 FOR THE ELECTRIC BICYCLE VOUCHER PROGRAM, AMEND THE STRATEGIC PLANNING AND INNOVATION DEPARTMENT REVENUE AND EXPENSE BUDGET EQUAL TO THE GRANT AWARD RECEIVED AND EXPENDED EACH YEAR UNTIL THE TOTAL GRANT AMOUNT HAS BEEN RECEIVED AND EXPENDED, AND EXECUTE AGREEMENTS WITH THE BIKEHAUS, CADENCE, AND PEDEGO FOR REIMBURSEMENT OF PROGRAM VOUCHERS REDEEMED BY RESIDENTS UNTIL ALL GRANT FUNDS ARE EXHAUSTED

WHEREAS, the City of Elk Grove (City) desires to implement Climate Action Plan measure TACM-3, “Reduce the demand for local personal motor vehicle travel in order to reduce greenhouse gas (GHG) emissions and vehicle miles traveled (VMT)”; and

WHEREAS, broader use of electric bicycles is shown to reduce both GHG emissions and VMT; and

WHEREAS, the City Council of the City of Elk Grove in September of 2023 authorized the use of grant funding in the amount of \$250,000 from the Sacramento Area Council of Governments to establish an electric bicycle and scooter lending library; and

WHEREAS, the lending library program is anticipated to launch in August of 2024 and is intended to promote usage of electric bikes (e-bikes) and electric scooters (e-scooters) as a way to reduce vehicle miles traveled and greenhouse gas emissions, and improve mobility options within the City; and

WHEREAS, building off the lending library’s promotion of e-bikes to residents, staff seeks to establish an E-bike Voucher Program to provide incentives to residents of Elk Grove who are ready to purchase an e-bike for their personal use; and

WHEREAS, the U.S. Department of Energy (DOE) administers the Energy Efficiency and Conservation Block Grant (EECBG) Program; and

WHEREAS, the EECBG Program is designed to assist state, local governments, and Tribes in implementing strategies to reduce energy use, reduce fossil fuel emissions, and to improve energy efficiency.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Elk Grove hereby establishes the City of Elk Grove E-Bike Voucher Program and adopts the E-Bike Voucher Program Policies, Guidelines, and Procedures (“Voucher Policies”), attached hereto as Exhibit A and incorporated herein by reference; and authorizes the City Manager to take all steps reasonably necessary to implement and administer the Program, and to amend and/or modify the Voucher Policies in the City Manager’s reasonable discretion, and all subject to limitations as to budgeted funding.

AND, BE IT FURTHER RESOLVED that the City Council of the City of Elk Grove hereby authorizes the City Manager to:

- 1) Accept the awarded grant funding up to \$201,410 from the U.S. Department of Energy to implement an electric bicycle voucher program for Elk Grove residents, including authority to execute necessary documents and agreements, all subject to approval as to form by the City Attorney; and
- 2) Amend the Strategic Planning and Innovation Department's revenue and expense budgets equal to the amount received and expended each fiscal year until the total grant award has been received and expended; and
- 3) Execute agreements with the BikeHaus, Cadence, and Pedego, in substantially the forms presented, for reimbursement of program vouchers redeemed by residents until all grant funds are exhausted.

PASSED AND ADOPTED by the City Council of the City of Elk Grove this 24th day of July 2024




BOBBIE SINGH-ALLEN, MAYOR of the
CITY OF ELK GROVE

ATTEST:



JASON LINDGREN, CITY CLERK

APPROVED AS TO FORM:



JONATHAN P. HOBBS,
CITY ATTORNEY

EXHIBIT A

CITY OF ELK GROVE E-BIKE VOUCHER PROGRAM POLICIES, GUIDELINES, AND PROCEDURES

Program Overview

The E-Bike Voucher Program will provide Elk Grove residents with a voucher to reduce the cost of purchasing a new electric bike (e-bike). When purchasing an e-bike from a local Elk Grove bike shop, vouchers will be applied at the time of bike purchase. The goal of the program is to encourage greater utilization of e-bikes as a means of transportation, reducing vehicle miles traveled and congestion, and decreasing air pollution from transportation sources, consistent with the City’s Climate Action Plan.

Eligibility

Elk Grove residents over 18 years old are eligible to apply for the voucher program.

Voucher Amount

The voucher program is divided into two tiers, with higher voucher amounts available for residents with incomes less than 300% of the Federal Poverty Level (FPL), known as Priority Vouchers. Initially 50% of the available funding will be set aside for Priority Vouchers.

Table 1. E-Bike Voucher Amounts

Applicants with income less than 300% of FPL	
Standard E-Bike	\$750
Cargo or Adaptive E-Bike	\$1,000
All other applicants	
Standard E-Bike	\$500
Cargo or Adaptive E-Bike	\$750

Voucher Application Process

1. Residents may apply online with a form on the City’s website elkgrovecity.org/ebikevoucher. They can also apply in-person by filling out a physical form at Elk Grove City Hall. Applications of both types should be processed within two business days.
2. Applicants must submit a photo of their driver’s license or current utility bill to verify their address is within Elk Grove.
3. Priority Vouchers will be provided following a self-certification process for income. The Priority Vouchers can be combined with other e-bike incentive programs, such as the California Air Resource Board’s forthcoming program for low-income households.
4. Once the application is approved and the resident is notified, applicants have 30 days to purchase their e-bike. If a voucher is not used within 30 days, the voucher number will be disqualified and the funds held for that voucher will be returned to the pool of funding available for vouchers.

5. When an applicant purchases an e-bike from one of the approved bike shops in Elk Grove (listed at elkgrovecity.org/ebikevoucher), they will be provided with a digital voucher (print voucher upon request) to take to the bike shop. The voucher will be applied at the time of purchase, immediately reducing the cost of the e-bike. The approved bike shops will invoice the City no more than twice monthly for reimbursement of redeemed vouchers.
6. For voucher applicants that are unable to use a standard e-bike due to a disability, a separate process will be made available if an adaptive e-bike is not available for purchase at a bike shop within Elk Grove.
7. If the City receives an excess of applications beyond available funding, a waitlist will be created in order of application submission time.

Restrictions

- Only one voucher may be claimed by each applicant, with a maximum of two vouchers per household.
- All applicants must be 18 years of age or older and must reside within Elk Grove's city limits.
- Any leftover funds greater than the cost of the e-bike cannot be converted to cash and will be returned to the pool of available funds for future voucher applicants.
- The voucher may not be used to purchase accessories such as a helmet, lock, etc.
- Participants must retain the e-bike for at least one year and be willing to fill out a survey approximately one year after purchase. The survey will assess e-bike usage frequency, types of trips, and other related information.

E-Bike Eligibility Criteria

- Bike must be new
- Class 1, 2, or 3
- Electric motor of 750 watts or less
- Come with manufacturer warranty of at least one year and covers electrical components
- Come with integrated front and rear lights
- Bike must be handed/delivered to participant fully assembled (no home assembly)
- Cargo bikes must be designed to carry at least one additional passenger OR bulkier loads than standard e-bikes can carry, and have an extended frame length greater than 68 inches
- No regular to electric conversions

Program Timeline

The program is planned to launch in August 2024 and will run until funds are exhausted.

CERTIFICATION
ELK GROVE CITY COUNCIL RESOLUTION NO. 2024-129

STATE OF CALIFORNIA)
COUNTY OF SACRAMENTO) ss
CITY OF ELK GROVE)

I, Jason Lindgren, City Clerk of the City of Elk Grove, California, do hereby certify that the foregoing resolution was duly introduced, approved, and adopted by the City Council of the City of Elk Grove at a regular meeting of said Council held on July 24, 2024 by the following vote:

AYES: **COUNCILMEMBERS:** *Singh-Allen, Brewer, Robles, Spease, Suen*

NOES: **COUNCILMEMBERS:** *None*

ABSTAIN: **COUNCILMEMBERS:** *None*

ABSENT: **COUNCILMEMBERS:** *None*



Jason Lindgren, City Clerk
City of Elk Grove, California