



## Request for City Council Committee Action from the Department of Regulatory Services

Date January 19, 2006  
To Honorable Scott Benson, Chair, Health Energy & Environment  
Referral to None  
**Subject Contract with HOURCAR for hybrid car sharing**

### Recommendation

Authorize standard agreement with HOURCAR for car sharing agreement using existing funds within Regulatory Services (0100 835 8396 5090 01).

### Previous Directives

None

Prepared or Submitted by Gayle Prest, Manager Environmental Services, 673-2931

Approved by

\_\_\_\_\_  
Rocco Forte, Assistant City Coordinator

[Permanent Review Committee \(PRC\)](#) Approval \_\_\_\_\_ Not Applicable X

**Policy Review Group (PRG)** Approval \_\_\_\_\_ Date of Approval \_\_\_\_\_ Not Applicable X

Presenters in Committee Gayle Prest, Manager Environmental Services

### Financial Impact (Check those that apply)

X No financial impact (If checked, go directly to Background/Supporting Information).

\_\_\_\_\_ Action requires an appropriation increase to the \_\_\_\_\_ Capital Budget or \_\_\_\_\_ Operating Budget.

Action provides increased revenue for appropriation increase.

Action requires use of contingency or reserves.

Business Plan:  Action is within the plan.  Action requires a change to plan.

Other financial impact (Explain):

Request provided to department's finance contact when provided to the Committee Coordinator.

### **Community Impact (use any categories that apply)**

Neighborhood Notification

City Goals X (Amended Goal #6 related to Sustainability)

Comprehensive Plan X (Sustainability Amendment)

Zoning Code

Other

### **Background/Supporting Information Attached**

HOURCAR is the Twin Cities' fast-growing car-sharing program and Minneapolis has the opportunity to be the first government organization to join HOURCAR. With its fleet of 13 new Toyota Prius Hybrids, HOURCAR offers an air quality friendly, environmentally sound fleet option in the Minneapolis St Paul area.

Car-sharing is a service that provides members with access to a fleet of vehicles on an hourly basis. They are billed at the end of the month for time and mileage. All HOURCAR memberships are on a month-to-month basis. HOURCAR is convenient. An employee simply makes a reservation for any car in the fleet on-line or by telephone, goes to a nearby hub, unlocks the car with their personalized electronic key fob, and drives away. At the end of their business trip, the employee returns the car to its hub, locks it up, and walks away. On-board computers keep track of the reservations. The city receives a monthly invoice, and all trips will be listed by date, department code, project key, or other identification that helps keep track of cost allocations. HOURCAR currently has a vehicle in the Gateway Ramp.

HOURCAR provides insurance on the vehicles that will provide coverage for collision, comprehensive damage and personal injury, within limits - such as an insurance deductible and damage costs, in the event of an accident. The City's Attorney's Office has evaluated the draft contract.

The Environmental Management and Safety Division within Regulatory Services have identified interested staff in using and evaluating HOURCAR services for 2006. We are also coordinating the pilot project with the ECT's Green Fleets Committee and Public Works - Equipment Services Division. An evaluation will be completed at the end of the year as to cost, compatibility and future recommendations.

Cc: Bill Gauthier, Chair ECT Green Fleets Committee  
Joel Fussy, City Attorney's Office  
Joan Hammell, Regulatory Services