

# **Bikeshare and Bicycle Libraries**

## *in Small Communities*



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### ***Introduction***

Providing bicycle infrastructure in a community (i.e., bicycle lanes, shared lanes, cycle tracks, multi-use pathways) means navigating a mix of challenges and opportunities. Building the infrastructure does not necessarily result in the use of bicycle facilities by community members. Barriers may include finding enjoyment in cycling, learning how to bike, or even having access to a bicycle. This brief opens a discussion of bikeshare and bicycle libraries and looks at how communities across the United States are approaching that last barrier—improving access to bikes.

### ***What is bikesharing and how is it similar and different than bicycle libraries?***

**Bikesharing** has been defined by the Federal Transit Administration (FTA) as being a “short-term bike rental, usually for individual periods of less than an hour or less over the course of a membership (periods which can range from a single ride, to several days, to annual members). Information technology-enabled public bikesharing provides real-time information about the location and demand for bikes at docking stations throughout a community.” Bicycle libraries are similar in that they provide access to bicycles for residents or visitors of a community; however, they are usually accessed through the community’s governmental offices, a non-profit, or a library, as implied by the name. They tend to be low-technological options, which may make these systems more accessible to those without smartphones and/or credit/debit cards.



What are the differences between bikeshare and a bicycle library? The following table offers more information.

Bikeshare	Bicycle Library
<ul style="list-style-type: none"><li>• DURATION: Rentals for minutes or hours</li><li>• PAYMENT METHOD: Bank card</li><li>• BICYCLE TECHNOLOGY: On-board GPS technology</li><li>• Self-serve stations or bicycles (docked or dockless)</li><li>• Smart, kiosk and payment interface</li><li>• Require significant capital costs for bikes, and docks and/or stations if it is a docked system</li><li>• Require operator costs to redistribute bikes</li><li>• Defined service area</li></ul>	<ul style="list-style-type: none"><li>• DURATION: Rentals are for days, months, or up to a year</li><li>• PAYMENT METHOD: Proof of ID (residency) or cash</li><li>• BICYCLE TECHNOLOGY: None within the bicycles</li><li>• Located in smaller communities where residential and employment densities are medium to low and destinations are dispersed</li><li>• Typically free or very low-cost rentals</li><li>• Bikes are donated or low-cost</li><li>• Check out and repair services are provided by local jurisdiction staff (i.e., municipal staff) or volunteers</li><li>• Storage and maintenance tools are typically donated or drawn from existing resources</li><li>• Bikes are picked up and returned to the same location</li><li>• Check out requires a waiver signed and/or an obligation to bring a bike in for repairs periodically</li></ul>

How are rural bikesharing and bicycle libraries similar and different than those found in larger urban areas?

**Bikesharing in large, urban areas often relies upon economies of scale** both in frequency of use of the system and total number of users of a system to pay for the system. In contrast, in small rural communities, like the City of Pocahontas, Iowa, the local entity provides funding. Additional funding may also be leveraged as a result of advertisement on the bicycles.

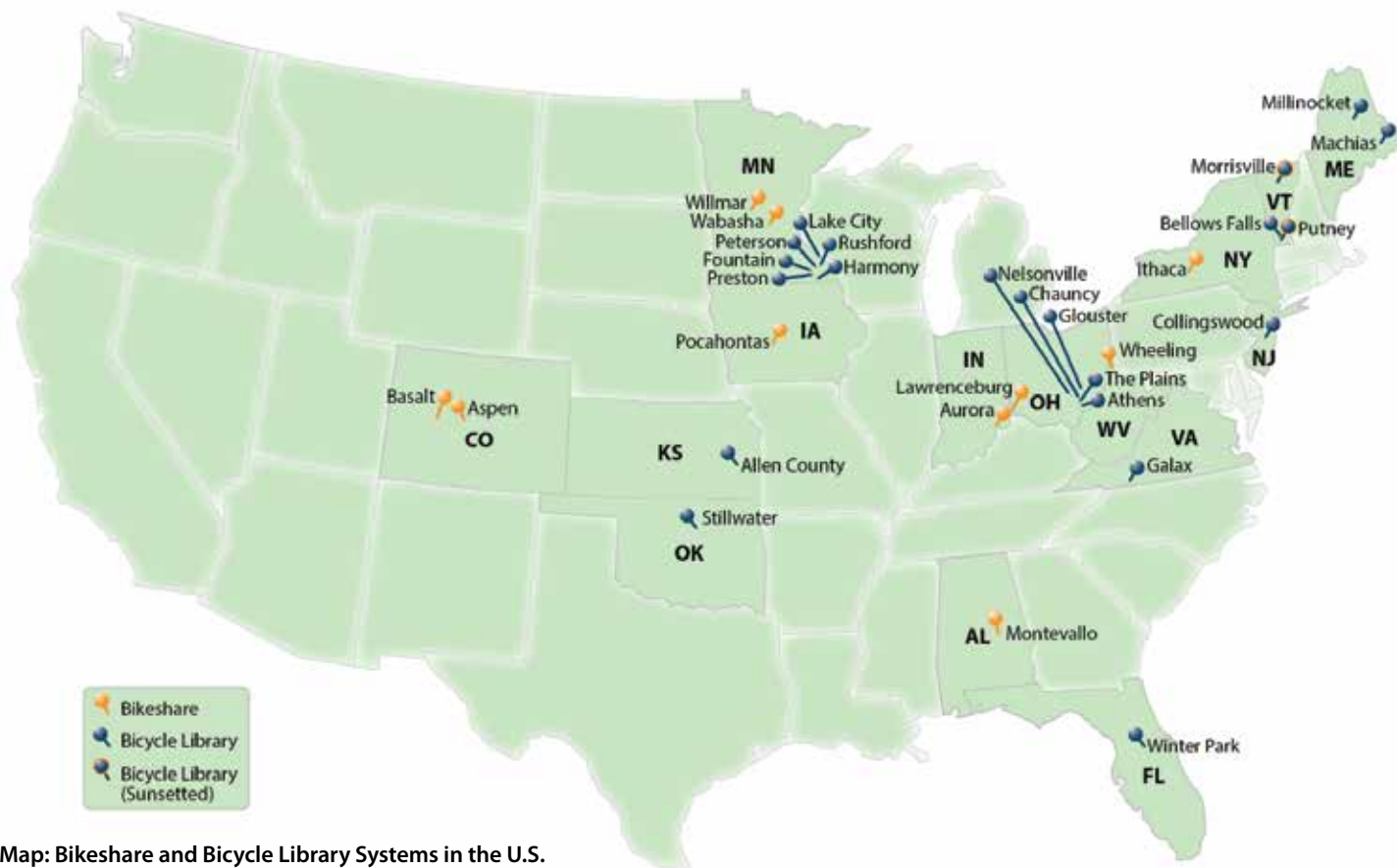


Bicycle libraries are often less prevalent in urban areas, although there are examples, such as Colorado Springs, Colorado. While there are exceptions to every trend, one of the most significant differences is the magnitude of resources found in urban locations as compared to rural areas.

Where can I find small bikeshare or bicycle library systems in the U.S.?

**There may be more than you think**, and the number of bikeshares or bicycle libraries in small communities is growing. Some are also sunsetting for a variety of reasons. Don't fret, though, because examples of bikesharing or bicycle libraries that may no longer be relevant provide important lessons learned. As an example, ridesharing was around for years before it became more common and significantly more accessible through smartphone apps. As technologies and cultures evolve, a community may want to revisit the idea of bikeshare and/or a bicycle library.

First, the following map shows bikeshare and bicycle library system locations in the U.S. (Note: This map is not expected to be an exhaustive documentation of such systems.) Then, we offer a discussion of the system based on available articles or reports. Bikeshare programs are listed first followed by bicycle library systems.



Map: Bikeshare and Bicycle Library Systems in the U.S.  
Source: Western Transportation Institute

## Small Community Bikeshare Examples

### Montevallo, Alabama (pop. 6,323)

Montevallo, Alabama has a bikeshare system called ValloCycle. The intent of the system is to demonstrate that other forms of transportation besides automobiles are available and to encourage healthy living and the reduction of greenhouse gas emissions. University students, residents, and those who work in Montevallo can borrow the bicycles. In addition to a standard bicycle, bicycles are also available to accommodate those with disabilities. Users can choose to pay an annual fee (\$25 for adults, \$10 for those 17 and younger) or contribute 25 hours of community service to use bikes from the system. *For references specific to Montevallo, see References 16.*

### Aspen (pop. 6,658) & Basalt (pop. 3,857), Colorado

Basalt, Colorado, after seeing a bikeshare system implemented in nearby Aspen, realized that having bikeshare in their community could address the first mile/last mile challenges of getting people to and from the bus. A unique aspect of this system is the effort to create accessibility for both English and Spanish speakers by offering bilingual classes that provide information on how to use the bikeshare system. *For references specific to Aspen and Basalt, see References 6.*

### Aurora (pop. 3,750) and Lawrenceburg (pop. 5,042), Indiana

River Cities Bikeshare program, a cooperation between Aurora and Lawrenceburg, Indiana, offers thirty bicycles in its system spread between three stations. An application allows for billing and locking. The first hour costs \$3, with \$2 for each additional hour. *For references specific to Lawrenceburg, see References 16.*

### Pocahontas, Iowa (pop. 1,789)

Pocahontas, Iowa, first piloted a bikeshare system in 2016. However, it became more sophisticated with a software deployment in 2018. The system originally had a small fee associated with it, but that fee was removed. Revenue from the system comes primarily from advertisements on the bicycle fenders and on the smartphone application riders use to rent a bike. Municipal staff and volunteers are responsible for maintaining the fleet and rebalancing bicycles as needed. This program was not offered in 2020 as a result of the coronavirus pandemic. *For references specific to Pocahontas, see References 20, 25 & 26.* The following table summarizes the evolution of the Pocahontas bikeshare system:

Year	Event
2015	The development of a strategic plan sought to identify opportunities for increasing the level of use of bike trails in northeastern Iowa.
2016	Pocahontas, Iowa, first piloted its bikeshare system with 15 bicycles.
2018	An updated software system was deployed for the bikeshare system.
2019	Ten bicycles were added to the system for a total of 25 bicycles.
2019	The bikeshare system no longer had a cost associated with it.
2020	The system was not deployed as a result of COVID-19.

of hours of use. One can also choose to be a member for the entire season, which runs from about May through October, weather dependent, for only \$20. A user must be 18 years old or older and a credit card is needed to access a bike. The program provides users the opportunity to travel to work, run errands, or to travel to a recreational destination. *For references specific to Willmar, see References 4 & 20.*

### Ithaca, New York (pop. 30,569)

In Ithaca, New York, one third of the residents could not regularly access a working bicycle. The community partnered with Lime, a provider of bikes and bike sharing technology, to offer a bike share program. *For references specific to Ithaca, see References 6.*



### Wheeling, West Virginia (pop. 27,000)

Wheeling, West Virginia's bikeshare system appears to have begun in 2019 with ten bicycles. It is reportedly the first such system in the state and is offered in cooperation between City officials and The Health Plan, local community health organization. *For references specific to Wheeling, see References 13.*

### Wabasha, Minnesota (2,673)

City officials, local merchants, and citizens in Wabasha, Minnesota, wanted to enable visitors and locals alike to be active and explore the community on bicycle, even if they do not personally own or arrive in the community with one. Bicycles are available at a bike rack at Heritage Park under a bridge. Bicycles are free for use for a period of up to 10 hours, but it is required that they be returned by 10 p.m. daily. If a bike is used for longer than 10 hours, the cost is \$5 per hour. A user needs a smartphone and credit card to unlock a bike. If a bike is not returned by 10 p.m., there is a \$1,000 fine. *For references specific to Wabasha, see References 27 & 28.*

### Willmar, Minnesota (pop. 19,610)

Willmar, Minnesota, began offering a bikeshare program in May of 2019 beginning with 40 bikes. The bikes are distributed across ten stations located near a local trail, parks, and the college. A bike must start and stop at one of these stations. The bikes cost \$1 per hour and there is no limit on the number



# Small Community Bicycle Library Examples - - - - -

## Winter Park, Florida (pop. 30,522)

Leveraging a grant from the Winter Park Health Foundation's Healthy Central Florida Initiative, the Winter Park Public Library allows patrons to check-out one of six cruiser-style bicycles or a tandem bicycle. Helmets are also available for check out. Users are required to be over the age of 18, and only two bicycles can be borrowed per library card. The user is required to sign a liability waiver and provide a government-issued photo identification card. The library encourages use of the bicycles by offering a bike tour of its historical community. Users have reported learning to ride a bike, using it as transportation to a job interview, and enjoying a leisurely journey by bike. The library also partnered with a neighboring lodging entity to allow tourists to borrow the bicycles. Winter Park also uses a book bike, which won the 2021 Book Bike Community Impact Award, to reach new patrons, connecting people to online materials, or giving away free books to children. An exhibit of the Winter Park, Florida, Release from Liability form is provided at the end of this document for reference. *For references specific to Winter Park, see References 2, 11, & 23.*

## Allen County, Kansas (pop. 12,556)

Allen County, Kansas, had invested in bicycle infrastructure (sharrows, trail connections, mountain bike trail system) but found it was not utilized as much as anticipated. In addition, the grid system of small towns within the county, including Iola (pop. 5,704), provides a variety of routes that one can choose to travel to the same destination, including one that

may have lower volumes of vehicular traffic. Bike Allen County had been providing information to locals and visitors about how to travel the county by bike, and the town of Iola had adopted a complete streets policy as well as acquired a bicycle shop. However, access to affordable bikes was an issue. As a result, a bicycle library was piloted. Four stations (a non-profit, two commercial retail stores, and the community college) consisting of twenty bicycles within Allen County allow a user to check out a bicycle. The bicycles may be loaned for a short period of time or for as long as months, and a local bike repair shop assists with maintenance of the bikes. Blue Cross Blue Shield of Kansas funded the library through a grant. The county was awarded the Robert Wood Johnson Foundation Culture of Health Prize for the pilot bicycle library program. Thrive Allen County was recognized as a Kansas Organizational Health Champion for their work in promoting bicycling in the county. *For references specific to Allen County, Kansas, see References 6, 15, 16 & 22. The following table summarizes the evolution the bicycle library in Allen County.*

## Machias, Maine (pop. 2,072)

Machias, Maine, offers a total of ten bicycles free of charge. The bicycles can be accessed at either the Machias Bay Chamber of Commerce or Axiom Technologies. A user is required to sign a waiver and must leave their driver's license. The bicycles must be returned to the same location. *For references specific to Machias, see References 5.*

## Millinocket, Maine (pop. 4,447)

Mountain bikes and fat tire bikes are offered through the library in Millinocket, Maine. The motivation for offering the mountain bikes first was to ensure the sport was accessible to all residents. Mountain bikes can be rented for a week, and the rental can be renewed. They have mountain bikes that can accommodate children as young as eight years old. Fat tire bikes can only be rented for three days and cannot be renewed. They only have three fat tire bikes available for rent. The library also offers bicycle repairs. Patrons are only required to pay as much as they can for the service. *For references specific to Millinocket, see References 12 & 18.*

## Fountain (pop. 410), Preston (pop. 1,325), Harmony (pop. 1,020), Peterson (pop. 199), and Rushford (pop. 1,744); Minnesota

Communities along the Root River Trail in Minnesota entered a partnership with the Root River Trail Towns organization. These communities, Fountain, Preston, Harmony, Peterson, and Rushford are able to lend out five to seven adult bicycles, helmets, and locks. *For references specific to Fountain, Preston, Harmony, Peterson, and Rushford, see References 24.*

Year	Event
2014	Almost 100 people in Allen County participated in the National Bike Challenge.
2014	Thrive Allen County (Thrive) started Bike Allen County, helping visitors and locals get around Allen County by bike.
2014	Allen County began building the Lehigh Portland Trails system, a mountain bike network.
2014	Thrive is recognized as a Kansas Organizational Health Champion.
2016	The Lehigh Portland Trails system opens to the public.
2016	Iola, Kansas, adopts a Complete Streets policy.
2017	Velo+ Iola, a bike shop, opened in Iola, Kansas.
2017	Thrive launched the Allen County Bike Share.
2017	Allen County, Kansas, receives the Robert Wood Johnson Foundation's Culture of Health.

### Lake City (pop. 5,063), Minnesota

Lake City, Minnesota's Lake City Bike Share is sponsored by a public health agency with the primary goal of providing recreational opportunities, thereby encouraging an active lifestyle. Bicycles are available at the marina for rent from April through October. Borrowed bicycles can be checked out beginning at 8:00 a.m. and must be returned by 7:30 p.m. each day. Helmets are available upon request. An exhibit of the Terms of Use and Informed Consent form used by Lake City Minnesota Community Bike Program is provided at the end of this document for reference. *For references specific to Lake City, see References 3.*

### Collingswood, New Jersey (pop., 13,926)

Collingswood, New Jersey, uses volunteer mechanics and donated bikes to provide residents access to bicycles. The bikes are loaned out for several months or up to a year. The program only requires a minimum annual donation. *For references specific to Collingswood, see References 7.*

### Athens (pop. 24,984), Chauncy (pop. 1,056), Glouster (pop. 1,896), Nelsonville (pop. 4,796), and The Plains (pop. 2,946); Ohio

Library cardholders within the Ohio communities of Athens, Glouster, The Plains, Nelsonville, and Chauncey, can borrow bicycles for free through their "Book-a-Bike" program. The program began in 2013. Grants and local donations were leveraged to offer the bicycles for loan. In addition to a goal of providing healthy, free exercise for adults, the program aspires to encourage family time by enabling parents to bike with their children. *For references specific to Athens, Glouster, The Plains, Nelsonville, and Chauncey, see References 6 & 16.*

### Stillwater, Oklahoma (pop. 46,560)

Stillwater, Oklahoma, is home to Oklahoma State University (OSU). In March of 2013, OSU began offering a bike rental and repair program called OrangeRide. The intent was to address some of the first mile/last mile challenges for transit users. A daily (\$2), weekly (\$8), semester (\$35), and two-semester (\$60) rental option is available. The rental includes both a lock and free maintenance of the bicycle. Part of the cost of the program is paid for by advertising on the bicycles. *For references specific to Stillwater, see References 15 & 16.*

### Bellow Falls, Vermont (pop. 3,165)

Bellows Falls, Vermont, has the BF Community Bike Project, a non-profit bike shop that collects used bikes, fixes them up, and then either sells them at a low cost or enables an individual to earn a bike through community service. *For references specific to Bellow Falls, see References 1.*



### Morrisville, Vermont (pop. 2,009) [SUNSETTED]

Morrisville, Vermont, had a free program for locals and visitors. The bikes could be borrowed for up to 72 hours. A waiver had to be filled out at the town office where a user was provided with a combination allowing them to access the bicycles. The program had about 20 bikes at one time, ranging from children's no-pedal training bikes to adult bicycles. Bicycle trailers were also available for use. Oxbow Park, Morristown Town Offices, the Morristown Centennial Library, and the Lamoille Valley Rail Trail had racks with bicycles that were part of the program. The Morrisville program has sunsetted. *For references specific to Morrisville, see References 17 & 19.*

### Putney, Vermont (pop. 2,702) [SUNSETTED]

Putney, Vermont, put together a bicycle library called the Green Bike Project in 2007 using funding from the Putney Energy Committee. The program evolved over 11 years but eventually sunsetted in 2018. *For references specific to Putney, Vermont, see References 14 21, & 29.* The following table provides a timeline of the Green Bike Project's milestones.

### Galax, Virginia (pop. 7,042)

In 2013, Galax, Virginia, developed a bicycle library to enable students to access bicycles. Over time, the bicycle library system was built upon, offering bicycles to adults which also allowed them to bicycle with their children. A Virginia Department of Transportation Safe Routes to School grant allowed them to purchase 30 children's bicycles and helmets. Bicycles were also donated by a local bike shop and large retail store. The provision of bicycles allows children and community members to ride along the New River Trail and in the community's downtown. The bicycle library also led to the offering of bicycle safety lessons. *For references specific to Galax, see References 8.*



### What if I want to learn more?

There are many great sources which are being built upon as more knowledge and information is shared and researched. Some good sources include the **Pedestrian & Bicycle Information Center (PBIC)**, the **National Center for Mobility Management (NCMM)**, and the **Association of Pedestrian and Bicycle Professionals (APBP)**, to name a few. For a more comprehensive review of bikeshares, see reference #10. In addition, reach out to leadership within the communities identified above to see if they may be willing to share tips and suggestions for starting and operating a system in your community.

### What if my system is not listed here?

Are you aware of a bicycle library or a bikeshare in a small community that is not listed here? Please contact Natalie Villwock-Witte, [n.villwockwitte@montana.edu](mailto:n.villwockwitte@montana.edu) to share information about your system.

### Why might a community want to offer a bikeshare or bicycle library?

Some of the communities began offering a library program to enable greater use of built facilities, to demonstrate demand for improved facilities (Wheeling, Pocahontas) or to support community health. Bikeshare or bicycle libraries have also spurred offerings of learning to bicycle, whether for children or adults. Some programs have even identified that they support transportation to work.

### Findings and Conclusions

The lower cost of bicycle libraries is appealing as rural household incomes are typically lower than urban household incomes. Innovative approaches to ownership, such as earning rides by volunteering, provides access to bicycles for more people.

In addition, sometimes a result of the connectivity resulting from linear corridors and other times a reflection of a symbiotic relationship between communities, bikeshare or bicycle library offerings may be tied to a collection of communities.



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## Winter Park, Florida Release from Liability Example

### Winter Park Public Library Bicycle Check-out Program Risk Acknowledgement/Liability Waiver - Borrower



Borrower Name (please print): \_\_\_\_\_ Last \_\_\_\_\_ First \_\_\_\_\_ MI \_\_\_\_\_

ID Numbers: \_\_\_\_\_  
*Two forms of ID are required: A WPPL library card or proof of current registration @ The Alford Inn and a valid Driver's License or state ID*

Phone Number: \_\_\_\_\_ Maximum of 2 bikes per borrower

**ALL BICYCLES MUST BE RETURNED NO LATER THAN 4:00 P.M. FRIDAY-SUNDAY AND 8:00 P.M. MONDAY-THURSDAY ON THE DAY OF CHECKOUT.**

**PLEASE READ THIS AGREEMENT CAREFULLY. IT IS A LEGAL CONTRACT AND AFFECTS ANY RIGHTS YOU MAY HAVE IF YOU ARE INJURED OR OTHERWISE SUFFER DAMAGES WHILE PARTICIPATING IN THIS ACTIVITY.**

1. As the Rider and/or Borrower, I understand that riding a bicycle is risky. I assume all risks associated with use of the equipment. I specifically release the Winter Park Public Library, its officers, employees and agents, from any and all damage or injuries sustained as a result of use of the equipment, including but not limited to any negligence on the part of the Rider and/or Borrower, as well as any negligence on the part of the Winter Park Public Library, its officers, employees or agents.
2. As the Rider and/or Borrower, I agree to hold Winter Park Public Library harmless against any and all claims, suits, costs and injuries arising out of use of the equipment by the Rider and/or the Borrower.
3. As the Rider and/or Borrower, I shall be responsible for any damages, negligent or wrongful use, or replacement costs associated with the equipment and any late fees incurred, which will be charged at \$1 per hour.
4. As the Rider and/or Borrower, I am at least 18 years of age and capable of operating the equipment.
5. As the Rider and/or Borrower, I will inspect and report any damage and/or non-working parts to a Winter Park Public Library Circulation staff person, immediately.

#### I HAVE READ AND UNDERSTAND THE ABOVE REGULATIONS:

Signature of Borrower: \_\_\_\_\_ I decline to checkout a helmet \_\_\_\_\_

Bike pick-up date: \_\_\_\_\_ Time: \_\_\_\_\_ Bike return date: \_\_\_\_\_ Time: \_\_\_\_\_

Bike I.D. Number(s): \_\_\_\_\_ Helmet #(s): \_\_\_\_\_ Library Staff: \_\_\_\_\_

**Winter Park Public Library Bicycle Check-out Program  
Risk Acknowledgement/Liability Waiver – Rider**



Rider Name (please print): \_\_\_\_\_ *Last* \_\_\_\_\_ *First* \_\_\_\_\_ *MI*

ID Number: \_\_\_\_\_ *One form of ID is required: a valid Driver's License or state ID*

Phone Number: \_\_\_\_\_ Maximum of 2 bikes per borrower

**ALL BICYCLES MUST BE RETURNED NO LATER THAN 4:00 P.M. FRIDAY-SUNDAY AND 8:00 P.M. MONDAY-THURSDAY ON THE DAY OF CHECKOUT.**

**PLEASE READ THIS AGREEMENT CAREFULLY. IT IS A LEGAL CONTRACT AND AFFECTS ANY RIGHTS YOU MAY HAVE IF YOU ARE INJURED OR OTHERWISE SUFFER DAMAGES WHILE PARTICIPATING IN THIS ACTIVITY.**

1. As the Rider, I understand that riding a bicycle is risky. I assume all risks associated with use of the equipment. I specifically release the Winter Park Public Library, its officers, employees and agents, from any and all damage or injuries sustained as a result of use of the equipment, including but not limited to any negligence on the part of the Rider and/or Borrower, as well as any negligence on the part of the Winter Park Public Library, its officers, employees or agents.
2. As the Rider, I agree to hold Winter Park Public Library harmless against any and all claims, suits, costs and injuries arising out of use of the equipment by the Rider and/or the Borrower.
3. As the Rider, I am at least 18 years of age and capable of operating the equipment.
4. As the Rider, I will inspect and report any damage and/or non-working parts to a Winter Park Public Library Circulation staff person, immediately.

**I HAVE READ AND UNDERSTAND THE ABOVE REGULATIONS:**

Signature of Rider: \_\_\_\_\_ I decline to checkout a helmet \_\_\_\_\_

# Lake City, Minnesota Release from Liability Example

## Lake City Minnesota Community Bike Program Voluntary Waiver of Liability Agreement

*IMPORTANT: This document affects your legal rights. Read carefully before signing.*

The below signed individual being an adult of legal age signing on behalf of him or herself or as the legal custodian or parent of a minor, hereby acknowledges the following:

1. I understand that my participation is voluntary.
2. I acknowledge on behalf of myself this activity is NOT an ESSENTIAL service provided by the City of Lake City.
3. I understand and acknowledge the activity I am about to voluntarily engage in as a participant has certain risks including: crashes, contact with fixed objects and/or conflict with motor vehicles and other bicycles. I understand these risks known or unknown, anticipated or unanticipated may result in injury, death, illness or disease or cause damage to myself or my property, or to other persons and their property.
4. In consideration of being allowed to participate in the activity, I hereby personally assume all risks in connection with this activity and I hereby agree to hold the City of Lake City, its officials, employees, agents and contractors harmless and I waive any right to make claims or bring lawsuits against the City of Lake City or anyone working on behalf of the City of Lake City for any injuries or damages related to the alleged negligence of the City of Lake City.
5. I understand that signing this agreement affects my legal rights and result in my giving up or waiving certain legal rights, and I accept this and sign this agreement of my own free will.
6. The terms of this agreement shall bind the members of my family, if I am alive, and my heirs, assigns and personal representatives if I am deceased.
7. I understand that I may be required to show a Driver's License/Identification Card to the City to document my identity.
8. This waiver does not apply to any injuries or damages that are the result of any willful, wanton or intentional misconduct by the City or anyone acting on behalf of the City.
9. My signature indicates I have read this entire document, including the "Terms of use" and understand it completely, acknowledge that it cannot be modified or changed in any way by oral representations, and agree to be bound by its terms.

Name \_\_\_\_\_ Address \_\_\_\_\_  
DOB \_\_\_\_\_ City State Zip \_\_\_\_\_  
Phone \_\_\_\_\_ or Email \_\_\_\_\_

\_\_\_\_\_  
Signature Date

\_\_\_\_\_  
If signing on behalf of a minor, print name of parent or legal custodian

### Employee Section (check if completed)

☐ Terms of Use/Consent ☐ Liability Waiver Bike Number \_\_\_\_\_ Employee Initials \_\_\_\_\_

Program Sponsored by the City of Lake City and funded by the Minnesota Department of Health's Statewide Health Improvement Program (SHIP) Contact Megan Smith [msmith@ci.lake-city.mn.us](mailto:msmith@ci.lake-city.mn.us)

# Lake City Minnesota Community Bike Program

## *Terms of Use & Informed Consent*

1. **Hours/Location.** Bikes can be checked out 7-days a week between the hours of 8:00 am and 7:30 pm from the Lake City Marina, 201 S Franklin Street, Lake City, Minnesota.
2. **Helmets.** Use is optional; a bike helmet will be offered to you. You may wear your own helmet
3. **Bike Laws.** Users are expected to know and follow the rules of the road, and the Minnesota bike laws found in 2014 MN Statutes, 169.222 Operation of Bicycle. ***Copies of this law are available.***
4. **Daily Use.** Overnight use of bicycles is not allowed. The bike, the helmet, the bike lock and the key must be returned to the Lake City Marina by 7:30 pm. ***Any bikes unaccounted for after 7:30pm will be considered stolen property and will be reported to the Lake City Police Department. Bikes cannot be reserved and are available on a first come, first serve basis.***
5. **Maintenance.** Please report any maintenance issues you experience with the bike. This includes any damage that occurs to the bike while you have it checked out. ***We need to know if there are any issues with the bike so it can be fixed prior to it being checked out again.***
6. **Issuance of equipment.** The City has the right to deny issuance of equipment if the required forms are not completed accurately or in their entirety. A bike may be issued to a person under the age of 18, provided that his or her parent or legal custodian is present, signs this document, the Informed Consent and the waiver of liability agreement and accompanies the minor on the bike ride. A valid form of identification may be required.
7. **Damage.** The City reserves the right to charge the following: \$450 for the bike, \$20 for the helmet, and \$30 for the lock/key to the person who checked out the bike if the items are returned with damage that occurred as the result of malice, negligence, or intent to destroy public property.

Card Type: ☐ Visa ☐ Discover ☐ American Express ☐ Master Card ☐ Other \_\_\_\_\_

Name on Card \_\_\_\_\_ Expiration Date \_\_\_\_\_

Card Number \_\_\_\_\_ + Card Verification Code \_\_\_\_\_

## *Informed Consent*

Under the Minnesota Government Data Practices Act, your name, birthdate, address, email address, telephone number, credit card information and driver's license/identification card information are not public data. You may choose not to provide some or all of this not public data, but it may limit your ability to participate in this program. For example, your credit card information is needed in order to ensure that the City can reimburse itself in the event the bike, lock or helmet is damaged or is not returned. By signing below, you are consenting to allow this information to be shared with City staff members that administer the Community Bike Program in order to administer the program. This consent expires upon return of the bike, lock and helmet.

By signing below, you are agreeing to this Informed Consent. If you do not sign, you will not be able to participate in the program.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
If signing on behalf of a minor, print name of parent or legal custodian

Program Sponsored by the City of Lake City and funded by the Minnesota Department of Health's Statewide Health Improvement Program (SHIP) Contact Megan Smith [msmith@ci.lake-city.mn.us](mailto:msmith@ci.lake-city.mn.us)



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