

Sustainability Committee  
Monday, December 3, 2012, 3:30-4:30 pm, Building 4, Room 105

## Minutes

### 1. Welcome and Introductions

- Present: Darlene Colborn, Jennifer Hayward, Brian Kelly, Rosie Kirwin, Lori Lilliefors, Bob Mention, Jyoti Naik, Claudia Owen, Anna Scott, Julie Sheen, Wendy Simmons, Mike Sims, Toni Timmers, Dave Willis.

### 2. Updates and Announcements

- *Faculty Workshop on Completing the Application for Sustainability-Focused Course Status Debrief:* Claudia reported that she and Paul Ruscher worked on filling out the application for the Environmental Studies Classes. Claudia further noted that the classes that have been approved as sustainability-focused are being assigned a specific chunk code so that they appear in the class schedule and catalog as "Sustainability" classes. They will also appear under their primary discipline.
- *Sustainability and Spirituality Update:* Bob reported that he is participating in a subcommittee with Margaret Robertson, Russ Pierson, and Clif Trolin that is researching issues and exploring possibilities for a sustainability and spirituality event.
- *Meeting Dates and Times for Winter Term:* Group agreed to meet Tuesdays at 2 pm. Jennifer will send appointments.
- *Facilities Council Master Planning:* Jennifer reported that the Facilities Council is currently planning to do a scenario planning exercise that will help inform a campus master plan. Jennifer noted that she thinks that the Sustainability Committee will be invited to participate in the scenario planning exercise. The Sustainability Committee can discuss the Facilities Council scenario planning/master planning work in more detail at a future meeting.
- *Downtown Campus:* Dave reported that Lane has received a temporary occupancy certificate and that people are starting to move in.

### 3. Foundation Account

Jennifer reported that the current balance of the sustainability account is \$860. Annual revenue is about \$1000 and it comes from a couple of monthly donors. Expenditures have included:

- Internship stipend - \$200
- Foodservice dining cards for recycling volunteers - \$180
- Water bottles for giveaways at the Take Back the Tap tables - \$17
- Sustainability plan visioning session (room rental and facilitator) - \$1,730
- Gifts and thank you cards for keynote speakers at October 2011 sustainability conference - \$23
- Supplies for Earth Day 2011 - \$57

Committee agreed that these are the appropriate type of expenditure for the account. Funding speaker fees was the only additional suggestion for appropriate types of expenditures. Jennifer noted that she generally decides on expenditures and asked the committee to let her know if they would like to recommend another process. Committee does not currently recommend a different process. Attendees discussed ideas for generating more funding for the account. Ideas included:

- Cultivate relationships with Foodservices and the Bookstore to help with funding. An example might include selling recycling sweatshirts in the bookstore and directing the revenue to the sustainability foundation account.
- Collect donations at events.

Dave noted that in addition to the foundation account, the Institute for Sustainable Practices should also work on getting a larger general fund budget.

#### **4. Bike Lane report**

Mike gave a presentation on Lane's Bike Lane program and the Bike Lane Master Plan. Bike Lane is a bike loan program in which students may check out a bike for the term for free. There are currently 35 bikes available for term-by-term check-out and 10 bikes at Titan Court for daily check-out. Spring and fall 2012 were the first two terms the program operated and it has proven to be very popular with all bikes checked out and a long wait list each term. The check-out procedure involves an online safety module and signing of a loss agreement and liability waiver. The program supports Lane's Climate Action Plan, helps reduce traffic in the parking lots, and provides a valuable service to our students.

The Master Plan for Bike Lane is to purchase 65 more bikes, bringing the number on main campus up to 100. The 35 bikes on main campus are currently stored in the Recycling area. 100 bikes will not fit there, so the first step is to find a new location to store 100 bikes. The Master Plan vision is to have a building that can safely hold 100+ bikes and in which students and employees can securely lock up their bikes and store their gear. The building would also have a small bike maintenance shop with a few tools, compressed air, etc. The ideal location for such a building would be close to Building 5 so that people can park their bikes and then easily access the PE showers. Mike suggested that one temporary location where 100 bikes would fit is in the old paper recycling area in the Center Building. This area is currently being used for Foodservices and Bookstore storage. Another aspect of the Master Plan involves offering PE and/or continuing education classes around bicycling and bike maintenance.

Anna commented that it would be good to figure out a way to allow employees to pay the transportation fee so that they can participate in Bike Lane and the bus pass. Dave recommended giving this presentation to the Learning Council so that they can engage with the instructional aspects of the proposal.

The Sustainability Committee unanimously voted to approve the Bike Lane Master Plan. The Master Plan is attached.



Bike Lane Bicycle Loan Program  
Master Plan  
DRAFT  
November 29, 2012

In Winter Term 2012, The College purchased 10 bicycles for a pilot loan program funded by the transportation fund. The pilot was so successful (60 people wanted the 10 bikes available) that the College Leadership Team approved an expansion of the program, purchasing 35 bikes for the 30<sup>th</sup> Ave Campus and the transferring the 10 pilot bikes to Titan Court for daily loan for residents. Additionally, a pilot program for the Downtown Academic Building will provide 3 bicycles for use by DCA faculty and staff. In 2013, the program will be requesting funding for an additional 65 bikes for the 30<sup>th</sup> Avenue Campus, bringing the total fleet to 113, including the Downtown Campus. This program has strong connections to Lane's Climate Action Plan through carbon reduction and improving Lane's transportation profile. It also has strong connections to Lane's Wellness Program and promoting healthy lifestyles.

As the program is growing, we are proposing a bicycle loan "master plan" detailing the program as well as its proposed expansion and a proposal for space needs for the program, both short and long term.

### **Operations**

The bike program currently consists of 35 bikes for term checkout. The bikes are available for checkout for an entire term. Participants are provided a lock, front and rear lights, and a helmet for the term. The Recycling Coordinator acting as Bike Lane Coordinator manages this part of the program. Before a student can checkout a bike, they must first complete the online checkout survey, which details safety and legal information and provides a choice of checkout times. During bike checkouts, participants must fill out a paper registration form and liability waiver. Checkouts occur in the Recycling Center. When bikes are checked in at the end of the term, participants are asked to fill out a short exit survey detailing their riding habits and the bikes are inspected for damage or excessive wear that could indicate neglect. In these cases the participant may be charged for repairs.

The 10 bikes at Titan Court are available for day checkout for residents of Titan Court are checked out via a similar process and is managed by the

Management Office in Titan Court. The Recycling Coordinator manages the maintenance of the Titan Court fleet.

## **Participation**

Participation in the program is robust, especially considering the limited amount of outreach and advertising.

Winter Term 2012 (10 bikes):

- 250 Interest Cards distributed.
- 50 People completed online survey.
- All 10 bikes distributed with a waiting list of 20.
- Every bike was used. Most experienced moderate to heavy use.
- Bikes were returned in overall excellent condition.

Fall Term 2012 (35 bikes):

- 500 Interest Cards distributed.
- 68 People completed online survey.
- All 35 bikes distributed with a waiting list of 35.
- Bikes are currently out on loan. Due back on 12/7/12.

## **Outreach/Advertising**

So far, our outreach and advertising for the program consists of 4 sandwich boards placed in the Cafeteria, Building 1, Building 16, and Building 5 detailing the program. There are business size cards on the boards with details about how to register for the program. This has been the extent of outreach for the past two terms. For the winter term, we are placing 8½ x 11 inch signs with tear-off tags for registration information on classroom boards and bulletin boards on campus. We are also placing more signs in other buildings. Eventually, we hope to have the program advertised on the Lane homepage during course registration. This is an area that still needs development. Even with the limited advertising, we have more interest than we have bicycles.

## **Current Bikes**

- 10 bicycles are available for Titan Court residents. This is for a 24-hour day checkout. Currently housed in the TC bike room and managed by the TC management office.
- 35 bicycles are available for 30<sup>th</sup> avenue credit students who pay the transportation fee.

## **Proposed Bikes**

- 3 bicycles will be purchased for the Downtown Campus Academic Building staff and faculty. This purchase has been approved and we are working out the checkout details with the DCA management.
- 65 bicycles will be proposed for the 30<sup>th</sup> Avenue Campus to bring the total to 100. This Recycling Coordinator will continue to manage this fleet acting as Bike Lane Coordinator.

## **Facility Needs**

### **Current Space**

The bike loan program is currently housed in a 120 square foot space in the Recycling Center. With the 45 bikes we had in the space for service and checkout it was difficult to use the space effectively. Additionally, the bike program currently occupies about  $\frac{1}{4}$  of the Recycling Center's operations space, thus squeezing the Recycling Program to do its work effectively. Adding more bikes will overwhelm that space.

### **Immediate Needs**

The program seeks temporary space to perform intake and maintenance of bicycles at the end of the term and for check out at the beginning of the term. The area could be as small as 400 square feet. There appears to be few locations that are currently available on campus, with the exception of one. The old paper recycling room (Room 152) on the lower level east side of Center Building could be a possible short term location for the winter, spring, and summer terms. Currently, it is used as storage and could be turned back over to storage when the bikes are distributed. No remodel or other expenses would be incurred. We realize this space is likely to be repurposed with the remodel of the Center building soon, which is why this is a request for immediate, temporary use. There are two layouts of how this space could be used in Appendix A and B of this report.

Due to the increasing popularity of the program, it is likely that we will be approved for a summer 2013 expansion bringing the number of bicycles to 75 or 100. These bikes would be ordered and prepared for Fall 2013 distribution. It is not possible to put this many bicycles in the Recycling

Center. By summer 2013, is it critical that the program has at least the temporary use of a space.

### **Proposed Long-Term Space**

As the program matures, a dedicated “Destination Bicycle Facility” will need to be created.

While the exact specifics of the space need to be determined it should have the following minimum requirements:

- 600 to 800 square feet
- Large common room for bike parking with wall and floor mount bicycle racks. This should be set up as flex space for instructional opportunities, described below.
- Small secure storage office for supplies, tools, and record keeping.
- Near Building 5 so cyclists can shower if needed.
- 25-50 lockers for wet cycling gear.
- Service area and work benches.
- Compressed air, utility sink, and outdoor hose bib.
- Data and telecommunications service.
- Heat, but no mechanical cooling.
- Key card entry with security cameras at the entry and inside the space.

With this space, the program could offer the following:

- Continue to expand the program according to demand.
- Dedicated parking for participants in the program, allowing for security for the program’s bikes.
- Instructional space to teach bicycle maintenance classes (the top request from participants in the program who want to begin cycling as a lifestyle).
- Potential for the addition of a bicycle PE class, possibly mountain biking when the Ridgeline Trail is extended to the ridge south of the campus.
- Dedicated space to perform maintenance of the program’s fleet and begin to take in abandoned bicycles for refurbishment and use in the program (the reuse of an existing bike is more sustainable than buying new and provides excellent instructional opportunities).
- Space for participants to work on and maintain their bikes.
- Sell Bike Lane Memberships to allow:

- Capacity for staff and faculty that do not pay the transportation fee to enter into the loan program.
- For regular commuters to the college who own their own bike a dedicated, secure space for bicycle parking and wet and dirty gear storage and shower at B5 (a major request of all cyclists that regularly commute to the College).
- Access to the maintenance area, including use of tools as well as the ability to purchase items (tubes, patches, lights).

### **Instructional Options**

As mentioned above, with the proper space the program could offer basic and advanced bicycle maintenance classes. Students could work on their own bikes or use the Bike Lane Program bike as learning tools. If Bike Lane bikes are used, this would be a way to maintain the fleet and provide a learning opportunity.

In December 2012, the City of Eugene acquired land along the ridge south of Lane Community College. There are plans to link this ridge to the existing Ridgeline Trail at Mount Baldy, just southwest of the College, and open it to mountain biking. If a corridor to the trail can be established, then the college would have access to 20 miles of trail that provides excellent beginner mountain biking. Bloomberg City Park across 30<sup>th</sup> Ave from the College also has a 2-mile mountain bike track to allow cyclists to hone their skills. Other community colleges in Oregon offer mountain biking courses on which ours could be modeled.

See the Lane Council of Governments “Ridgeline Open Space Vision and Action Plan” <http://www.lcog.org/ridgeline/default.cfm> for more information about the Ridgeline Expansion Plan.

### **Bicycle Transportation-Related Opportunities**

With the increasing popularity of the Bike Lane Program and more people commuting to Lane on bicycles, the ultimate goal of the program is to provide a safe and defined bicycle route from Eugene and Springfield to the 30<sup>th</sup> Avenue campus. Lane County is preparing to update the County’s Transportation Plan and according to County Planners would welcome LCC’s participation in the process, including attending preliminary meetings, traffic studies, and final planning. In order for this offer to be utilized and to meet the goal of dedicated bicycle access to the College the following elements are needed:

- Data detailing the number of cyclists riding to the College.
- Dedicated staff hours to engage the county and the CTP.
- Administration support.
- A small amount of matching funds support to combine with potential State or Federal Transportation grants.

The College is also considering lifting restrictions on bicycle travel though inner campus. While this idea needs proper stakeholder input, for this idea to be successful, bicycle travel though campus should have a destination, whether it be improved bike parking or a bicycle facility as detailed above.

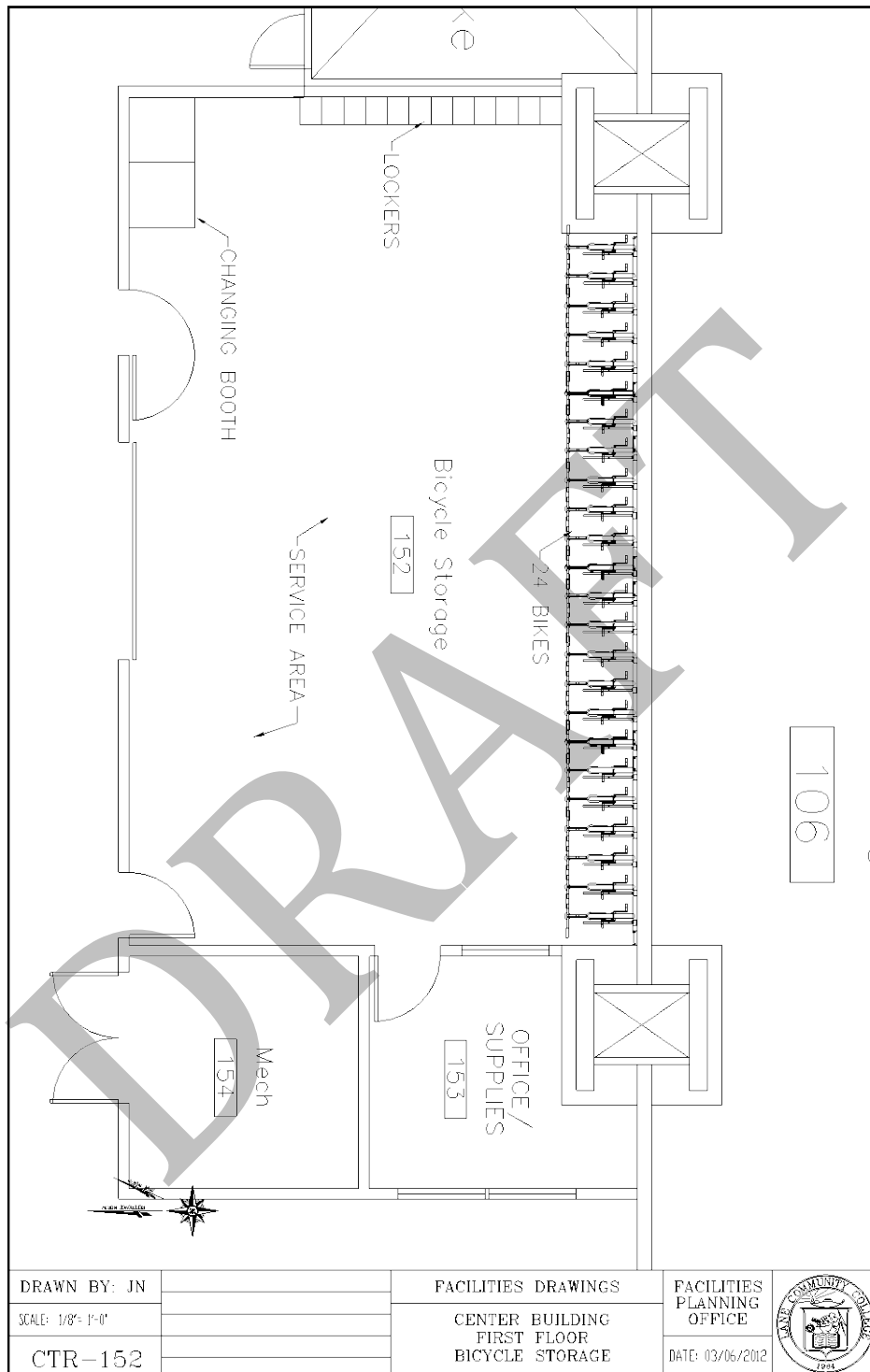
Additionally, please see Appendix C, Chapter 4, for a 2006 Lane Long-Range Transportation Planning Group Final Report from May 13, 2006 for the perspective of that group. The Bike Lane Program should work to incorporate some of the recommendations contained in that report.



## **Appendix A – Potential CTR 152 layout 1**

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## Appendix C

## **2006 Long-Range Transportation Plan Report**

We are including the Final Report from the 2006 Long-Range Transportation Planning Group's Final Report as an appendix so we can utilize the work done by this group in 2006. We are including the entire report but, please see "Chapter 4 - Alternative Fuel Vehicles & Methods of Commuting" for detailed recommendations concerning bicycle transportation made by this group. We should work to incorporate some of the recommendations from this report.

### **Lane Community College Long-Range Transportation Planning Group**

**Final Report  
May 13, 2006**

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## **Group Purpose**

Develop a long-range plan for setting direction and goals for transportation mechanisms to and from the Lane Community College Main Campus including planning for vehicle parking.

## **Executive Summary**

The Lane Community College main campus vehicle parking areas are frequently near capacity and during the first week of fall, winter and spring terms congestion is problematic. Lane Transit District continues to make improvements to their mass transit system; however, currently approximately ten percent of the campus community utilizes the system for regular commuting. Few people utilize alternative energy means of commuting.

The Central Lane Metropolitan Planning Organization (MPO) anticipates the metro population to grow by 30% during the next 20 years. Assuming the college population grows by a similar percentage, there will not be adequate available parking if current commuting habits continue. The college's commuting population must make several significant adjustments.

The group offers both short and long term recommendations to reduce single person vehicle commuting and offers ideas for economically viable alternatives. Short term is defined as 1-5 years and long term is defined as 6-20 years.

Recommendations include providing incentives to encourage mass transit commuting, carpooling and rideshare, improving transit routes to the main campus for bicyclists, improving bicycle and motorcycle parking, and moving towards fee based parking for single occupant vehicles. Also addressed are suggestions regarding modifications to the current main campus transportation fee plan.

# Chapter 1

## Historical and Current Perspective

Lane Community College's main campus was opened in 1968 when fuel was inexpensive and the college commuter population was easily accommodated by newly constructed parking lots and freeway/highway access. Over the years vehicle traffic has increased so that existing parking spaces are completely utilized during peak daytime hours of the first week of fall, winter and spring terms. Furthermore, during these peak periods of use morning college vehicle traffic exiting southbound I-5 creates congestion along McVay Highway, even backing up onto the right lane of I-5 resulting in delays and potential safety hazards.

In 2006 the college main campus serves approximately 10,000 credit students each term and has a staff of about 800 full-time employees and 1,100 part-time staff.

There are approximately 3,500 parking spaces available. The main campus does not have additional land available to add parking spaces, nor are funds available to consider adding multi-level parking garages. Reserved disability parking is available but frequently the spaces are fully occupied.

In 2005-2006 LTD makes 105 roundtrips to and from the main campus daily. The average weekday LTD ridership is about 1,200. With the group bus pass program, approximately 2,200 students obtain a sticker each term. Occasionally, LTD buses are completely full and must pass by potential riders.

Limited incentives exist to promote alternatives to single occupant vehicle commuting. Parking is free and available on a first come, first served basis. No preferential parking is available for carpool or energy efficient vehicles. The current transportation fee, paid by each credit student, generates revenue for the college to subsidize bus passes and maintain parking facilities. The fee is not based, in any way, on commuter usage.

Bicycle access to the main campus is inconvenient for those commuting over the 30<sup>th</sup> Avenue hill and southbound bicycle commuters from Eugene/Springfield via Glenwood and McVay Highway face hazards due to a narrow roadway with no shoulders, a poorly maintained road surface, and debris that contributes to hazards and tire punctures. Northbound cyclists face similar hazards in the Goshen, Hwy. 99 area. Street sweeping does not occur often enough to make biking safe. Secure, well lit, and covered bicycle parking is limited on main campus.

With the college focus on sustainability, reducing vehicle use in general and particularly on campus helps to support the sustainability effort with reduced carbon emissions. Since every 124 surface parking spaces requires about an acre of land (Toor, Will and Havlick, Spenser W. *Transportation & Sustainable Campus Communities*), reducing paved acreage would reduce runoff, reduce the desire to drive and look for parking on campus, and provide open space for other uses.

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## Chapter 2

### Carpool and Rideshare

#### Overview

Carpooling or use of alternative energy vehicles is a practice that can reduce costs to the college by reducing the need for more parking spaces and is a more sustainable commuting practice since less fossil fuel is consumed by these types of commuters.

#### Access

The Student Resource Center supports a ride share board that can be accessed by going to the SRC and reviewing and posting information. Minimal use of this board occurs. No formal incentives or other coordination is currently provided at the college.

#### Current Incentives

There are currently no formal incentives or coordination by the college for using rideshare or carpooling. No priority parking is currently available to carpool or rideshare commuters.

#### Recommendations

Set up programs to educate and encourage students and staff to use rideshare and carpooling resources to promote personal and college savings as well as promoting the positive aspects of using sustainable practices.

##### Short Term (0-5 years)

- Set up a data base website for staff and students who have a current L number to help connect drivers and riders with similar schedules, home-origins, and destinations, to communicate and coordinate their rides.
- Advertise and educate the college population to change existing commuting habits: ads and articles in the Torch and Daily, Rallies, radio public service announcements, etc.
- Establish Carpool priority parking spaces, issue window stickers, and have monitors to regulate compliance.
- Establish “pilot” paid parking program in prime area for single occupant vehicles.

##### Long Term (6-20 years)

- Provide small incentives (i.e. free bus pass, free lunch) to those who can demonstrate their ride share practice by documenting use through descriptive applications and signed statements.

- Provide other larger incentives (i.e. 10 free lunches at the Renaissance Room, Bookstore coupons, etc.) the first week of fall term, handed out to car pool riders as they arrive on campus to motivate staff and returning students to set up car pooling plans.
- Establish paid parking for single occupant vehicles in all lots.

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## Chapter 3

### Public Transit

#### Overview

Public transit is provided by Lane Transit District (LTD). LTD offers several programs for increasing use of bus travel and alternative means of transportation.

#### Access

Current student transportation fees provide a bus pass to credit students on main campus and ESL students on main campus and Downtown Center. LTD offers various passes for individuals.

#### Current Incentives

Currently the primary incentive to use public transportation is the low cost compared with vehicle ownership. The \$16 transportation fee provides students who use LTD with a low cost bus pass.

#### Recommendations

Lane Community College (LCC) and Lane Transit District (LTD) will work cooperatively along with any appropriate governmental jurisdictions (city, county, or state) to develop and support a goal of an increasing modal split share of the LCC community using public transit. Strategies may include faster, more direct routes to the LCC campus, carpooling incentives, affordable bus passes, parking fees and other incentives.

##### Short Term (0-5 years)

- Identify key cluster points with a high concentration of students. Work with LTD to provide faster service from these areas.
- Work with LTD on a marketing strategy for Lane staff and students to make them aware of the River Road/LCC enhanced service slated to begin operation in the fall of 2007.
- Use disincentives for single occupant vehicle commuting such as a parking pass fee to subsidize bus passes in lieu of the current fee plan.

##### Long Term (6-20 years)

- Develop a comprehensive plan to increase access to mass transportation, forming a coalition with the city, LTD and college.
- Propose to LTD and Lane County a low-maintenance ERT (Eugene Rapid Transit) bus/bike only road to Lane.

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## Chapter 4

### **Alternative Means of Commuting (Motorcycles, Bicycles, Alternative Energy Vehicles)**

#### Overview

In 2006 an insignificant number of staff/students utilize alternative means of commuting to the college main campus. Numerous impediments keep others from this form of commuting. Inclement weather reduces the numbers of motorcyclists. Alternative energy vehicles are too expensive for the average commuter, and weather or hazardous road conditions keep bicyclists numbers to an intrepid few. Upgrades to campus facilities and nearby routes to campus could significantly increase the numbers of commuters using alternative methods of commuting.

#### Access

Current motorcycle parking is adequate and convenient; however, no covered or well-lit parking is available.

Alternative energy vehicles utilize and compete for existing parking spaces.

Bicyclists lack secure parking facilities; campus and county roadways lack bike lanes; routes remain littered with hazardous debris; and, street sweeping is infrequent or non-existent.

#### Current Incentives

No incentives to use alternative means of transportation exist, with the exception of self-imposed incentives such as saving money, reducing energy consumption, being socially responsible by using less energy, or the rewards of being outdoors and getting exercise.

#### Recommendations

Educate, promote and re-educate the staff and students about the financial and environmental benefits of using alternative fuel vehicles.

Implement low cost actions by the college and county/city to increase the numbers of staff/students using alternative means of commuting.

#### Short Term (0-5 years)

- Provide lighted, shed covering for existing motorcycle parking areas.

- Provide priority, no-cost, convenient parking designated for alternative energy powered vehicles.
- Stripe bike lanes on campus and maintain them with regular sweeping and pavement repair.
- Improve bicycle parking with lit, covered, highly visible, and secure inner campus facilities.
- Make shower/locker facilities available to bicycle commuters at no cost.
- Provide a bike-rental program and possible rental of bike trailers.
- Develop a marketing program with local bicycle shops to sell discounted commuting gear to Lane staff/students.
- Advertise incentives to use alternative commuting methods.
- Seek grant funding to promote alternative transportation commuting methods.
- Have the college form an agreement with Lane County and the Cities of Eugene and Springfield to regularly sweep roadway shoulders and sidewalks on routes to campus frequented by bicyclists.
- Form an ongoing relationship with federal, state, county, and city agencies that will promote improvements to bicycle commuting routes to the main campus. These efforts should focus on improving roadway shoulders, designing dedicated bike routes to campus which connect with existing routes along the Willamette River and from the south of campus, and develop an alternative, less challenging bicycle route to campus from Eugene.

#### Long Term (6-20 years)

- Revise the current transportation fee structure to include an incentive to use alternative methods of commuting.
- Provide a waiver of transportation fees, and/or other financial incentives, to students and staff who provide documentation of alternative fuel vehicles at the beginning of each term.
- Provide special, and conveniently located parking spaces for vehicles that are hybrids or use alternatives to fossil fuels.
- Implement paid parking for staff/faculty as a disincentive to commute in a single occupant vehicle.
- Implement paid parking for students as a disincentive to commute in a single occupant vehicle.
- If paid parking is implemented, do not charge those using alternative means of commuting.
- Work with County officials to improve the roadway shoulders to campus from the Glenwood and Goshen areas. These shoulders should include striped bike lanes.

- Work with Springfield officials to promote installation of a pedestrian/bike bridge south to connect with the Seavey Loop/Mt. Pisgah roadways.
- Use advertising and marketing promotions to continually encourage use of alternative commuting methods

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## Chapter 5

### Transportation Fee Review and Parking

#### Overview

In 2002 a Parking Committee was formed to develop a proposal for a parking fee on main campus to generate revenue. The outcome of that committee was a \$15 Transportation Fee to be assessed credit students on main campus who would be eligible for a bus pass, and a Transportation Fee of \$5 to all other students. The fee was first assessed fall term 2003. The fee was to provide a group bus pass to eligible credit students and \$150,000 each fiscal year for parking lot maintenance, and reduce vehicle traffic on campus. In 2004, the Interim Transportation Fee Assessment Team was formed to assess the first year implementation and make recommendations for the second year. One recommendation that was implemented was adding ESL students to the group bus pass program starting fall 2004. A second recommendation was to increase the fee to \$16. Facilities Management & Planning administers the group bus pass program and the Transportation Fee.

The college has used the \$150,000 allocated each year to complete many projects that improve or maintain parking lots. The largest project, paving the southwest parking lot, provided at least 75 additional parking spaces. This year, the Florence parking lot will be re-sealed, striped and handicap parking signs posted. Other projects included upgrading the accessible parking around Building 5 for easier access to programs in that building, replacing parking lot signs, re-sealing and striping the northeast parking lot and the Flight Tech Center parking lot, improving the access road to Building 5, and installing speed bumps to slow traffic.

LTD has increased the cost of the group bus pass program each January 1 to cover increases in their operating costs. The LTD charge per registered credit student has increased from \$11.13 in 2003 to \$12.84 in 2007. These increases have been passed on to students in the transportation fee.

#### Access

The group bus pass provides a low-cost way for students to commute to Lane.

Not all students are eligible for the group pass and staff is not eligible unless they take a credit class on main campus. Students taking a credit class on main campus, and ESL students taking classes at main campus or the DTC, pay a transportation fee of \$16 per term. All other students pay a fee of \$5 per term.



Any increase in LTD's charge for the group bus pass service is passed on to the students so the fee will continue to rise.

New students who pay the \$16 transportation fee must first get a bus pass photo ID card the first week of the term then wait until the second week to get a sticker for the term. Returning students who already have a pass must to get a new sticker each term.

Access to riding the bus is sometimes an issue with students who have a lost or stolen pass since they can't get another pass until the next term unless they purchase a monthly LTD pass.

### Current Incentives

Current incentives to pay the transportation fee include:

- Bus pass for taking a credit class on main campus. This is a savings of \$79 over buying a 3-month LTD bus pass (current 3-month pass costs \$95).
- The \$5 transportation fee assessed all other students helps fund parking lot maintenance and improvements.
- Parking is currently free at all campuses that have parking lots.

### Recommendations

Implement more cost-efficient and timesaving ways for students to use public transit to increase use and reduce the number of vehicles coming onto campus. Minimize use of land around center of campus for parking.

#### Short Term (0-5 years)

- Continue restriction of vehicle traffic in inner campus.
- Conduct an analysis of parking lot use.
- Identify overflow-parking areas for use at the beginning of terms.
- Implement incentives to use park-n-ride lots.
- Identify and implement ways to increase the number of students riding the bus, especially during the first two weeks of the term.
- Encourage LTD to increase routes or implement shuttles during first two week of fall terms.
- Explore a group pass program for staff.
- Explore more aggressive marketing of the group bus pass.

#### Long Term (6-20 years)

- Conduct an updated analysis of the current fee compared to a parking fee.

- Implement a user-based parking fee that covers the cost for parking control, staffing and lot maintenance.
- When planning for any new facilities, the plan and design should consider transportation, parking and circulation.
- When funds are pursued for new buildings, costs should include funds to address transportation issues resulting from the new facilities.
- Explore underground and aboveground parking structures that could be revenue generating.

## Chapter 6

### Safety

#### Overview

Lane maintains 8 major parking lots located on three sides of campus containing approximately 3,500 parking spaces. Several smaller parking areas are also maintained and generally provide restricted parking. All lots are heavily used by staff, students and the community. A Lane Transit District (LTD) bus station is located at the front entrance to the college. Bike racks are located at several locations around campus.

All parking lots have overhead lighting. The college attempts to maintain a balance between light pollution, energy conservation and safety provided by lighting. Attention is given to higher light levels in the near rows of the lots that are more frequently used at night. Staff reductions have resulted in burned out lights being changed on a schedule, not as they occur. This creates darker areas for a month or more.

No emergency contact phones are located in the parking lots or at the bus station. In addition, no exterior emergency phones are located on the walking paths in the interior of campus which people use to access the parking lots.

Landscaping is designed and maintained to provide a full view of the parking areas and limited hiding spaces along walkways on campus.

Lane has enjoyed a lack of stranger-to-stranger assaults on campus and in the parking lots. However, past success does not guarantee future success in this

area. In 2004/05 seven vehicles are stolen from Lane parking lots and 16 were broken into.

Several parking lots are multi-tiered and the stairs between tiers do not have handrails. In addition the South parking lot lacks handrails on the stairs going from the lot to campus. Persons also walk downhill on the grass which has led to several serious falls when the grass is wet or icy.

Limited video surveillance of some parking lots is scheduled to begin spring 2006.

Public Safety patrols the lots but staffing levels do not allow for constant coverage.

Cross walks are re-marked on schedule but fade out as the year progresses. There is a lack of marked pedestrian lanes from some parking areas to campus.

Traffic does not consistently maintain appropriate speeds in the parking area which creates a hazard to other vehicles and pedestrians.

Safety issues regarding bicycles and other alternative means of commuting are covered in Chapter 4 of this report.

## Recommendations

Continue to improve safety features of the parking and walking areas of campus. Continue to explore ways to improve safety in this area.

### Short Term (0-5years)

- Re-stripe all crosswalks and pedestrian walkways at increased frequency to maintain higher visibility.
- Repair handrails on all stairways.
- Explore concentrating night/evening classes in fewer buildings which would promote heavier usage of some lots and increase safety.
- Place emergency phones in all lots, at the bus station and on major walkways within campus.
- Increase video surveillance of parking lots
- Establish some video surveillance of major walkways on campus
- Increase personal safety education on campus to staff and students.
- Install additional speed bumps in parking lots.

- Maintain current lighting levels by changing burned out bulbs within one week.
- Landscape the South parking lot/ grass junction to discourage people walking down hill. Consider additional walking paths in that area.

Long Term (6-20) years

- Bring all handrails up to code.
- Re-configure parking lots so that adequate pedestrian walkways are present.
- Provide consistent video monitoring of all parking areas and major walkways on campus.
- Expand emergency phone system further into the lots and on other walkways on campus.

DRAFT

## Chapter 7

### Summary of Funding Recommendation Implementation

Transportation fees paid by all enrolled students are used to subsidize LTD bus passes for credit students, subsidize parking at the Downtown Center and to maintain and improve existing parking facilities. College general funds are used to provide public safety officers that patrol the college roadways and parking areas.

#### Transportation Parking Projects Fund \*

	Revenue	Expenses
FY04	206,000.00	133,541.00
FY05	197,000.00	54,982.00
FY06	150,000.00	360,292.00
TOTALS	553,000.00	548,815.00

\*Most expenses for FY06 due to repaving the south parking lot and are as of April 2006.

#### Transportation fees collected and expenditures:

	FY 04	FY 05	FY 06 AS OF APRIL 2006	TOTALS
FEES/Revenue	484,865	478,164	462,761	1,425,790
Transfers to Parking Lot Improvement Fund	206,000	197,000	150,000	553,000
Transportation Fee Expenses	322,377	325,917	268,593	916,887
Amount of fees paid to LTD	284,682	295,400	242,557	822,639

#### Recommendations

Recommendations offered in earlier chapters and below imply tangible costs for implementation, both in staff time and capital outlay. Careful cost/benefit analysis by the College is required so that funds and staffing time are efficiently utilized in meaningful ways.

- Prioritize implementation strategies before allocation of funds.
- Prioritize allocation of funds based upon defined benefits to the college community.
- Define and promote incentives and disincentives with monetary value that encourage use of mass transit, car pooling, and other alternative means of commuting. A clear rationale for each item's implementation should be formulated before action is taken.
- The college should consider an equitable transportation fee which builds a reasonable surplus set aside for specific future needs.
- The college should collaborate with local, state, federal, and private entities to improve and encourage use of alternative commuting methods.
- The college should consider modifying the transportation fee in a way that reduces the burden to part-time credit students and those using alternative means of commuting other than the subsidized LTD pass.
- The college should pilot a daily fee based parking system similar to that used by Portland Community College (see Appendix I, page A-9, for details).
- Explore other Transportation Demand Management strategies that provide easy and affordable access to campus.

## APPENDICES

Appendix A.	List of LRTG members
Appendix B.	Long Range Transportation Planning Group Charter
Appendix C.	Committee Meeting Minutes
Appendix D.	Spring 2006 Draft Survey (Not implemented)
Appendix E.	LTD Five-Year Development Plan (Draft 8/8/2005)
Appendix F.	Central Lane MPO Regional Transportation Plan – TMD Policies, Dec. 2004
Appendix G.	Excerpt from <u>Transportation &amp; Sustainable Campus Communities</u> , Will Toor & Spenser W. Havlick (provided to the LRTPG by Margaret Robertson)
Appendix H.	Summary of Case Studies of Other Campus's TDM Programs by Jennifer Hayward
Appendix I.	Lane Community College Paid Parking Task Force Report, April/May 2002

### Web Links for Additional Information:

[www.ltd.org](http://www.ltd.org) Lane Transit District

[www.lcog.org/transplan](http://www.lcog.org/transplan) Lane Council of Governments

[www.vtppi.org/tdm](http://www.vtppi.org/tdm) Victoria Transport Policy Institute TDM Encyclopedia

[www.lanecounty.org/Transportation\\_Planning](http://www.lanecounty.org/Transportation_Planning) Lane County

<http://www.pcc.edu/resources/parking/permits.html> Portland CC