Humboldt County Association of Governments

Park-and-Ride Study

Technical Memorandum

#3 Best Practices and Success Strategies
Humboldt County Association of Governments

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OVERVIEW OF PARK-AND-RIDE STUDY

The Humboldt County region has a complex set of inter-related public and private transportation systems (buses and vans). Some aspects of the supporting infrastructure, including sufficient Park-and-Ride capacity, may need to be enhanced in the future, to support the existing and future transit systems.

A major factor in improving the efficiency, effectiveness, and usability of individual transit services, as well as the overall transportation system, is developing a more-formal series of Park-and-Ride facilities. It is expected that this may include facilities both large and small, and both publicly-owned and new public-private partnerships. Some facilities will be better positioned to include amenities such as lighting, and bicycle racks and lockers, and in other locations these may be less feasible or desirable for a number of reasons ranging from maintenance and upkeep to security.

The purpose of the Park-and-Ride study is to assess the feasibility of future Park-and-Ride facilities by: studying the existing transit systems, trip patterns and needs; developing criteria that define a successful facility; evaluating Best Practices and success strategies from other rural regions; and, assessing financing possibilities.

The results of this work will be summarized in a Study that identifies feasible priorities, and project-specific implementation measures, by jurisdiction, for each project.

The focus of the study is the corridors along existing bus routes in Humboldt County, near bus stops and/or transit transfer points, such as Bayshore Mall. The ultimate goal is to reduce automobile trips, especially single-occupancy-vehicle trips, and increase transit ridership.

In order to reach a final Park-and-Ride Study a series of preliminary technical memorandums will be prepared for review and comment by the HCAOG staff, the Service Coordination Committee (SCC), the Social Services Transportation Advisory Council (SSTAC), and other interested parties.

- Technical Memorandum #1A: Preliminary Site Locations, listing the general areas that will be further supplemented in the subsequent #1B memorandum.
- Technical Memorandum #1B: Commute Patterns, a simple document that will include narrative summaries and graphic depictions of home-to-work commute patterns, based upon on-board surveys for the 2012 Short Range Transit Plan, and the United States Census Bureau “Longitudinal Household Employer Dynamics” database.
- Technical Memorandum #2: Evaluation Criteria, a simple document that describes the criteria that will be used to assess each alternative for purposes of comparing/contrasting alternatives that meet a common objective and that might be used to rank projects in the Park-and-Ride Study. This will include factors such as ease of implementation, environmental...
issues and constraints, project development costs, construction costs, and maintenance and operation costs.

- Technical Memorandum #3: Best Practices and Success Strategies, summarizing approaches used through the United States, in similar communities, that can be used in the Humboldt County region to develop cost-effective and useful Park-and-Ride facilities.

- Technical Memorandum #4: Financing Strategies, identifying and describing funding sources. This will include the potential for successfully obtaining funding, the approximate range of potential funding, and the process for obtaining funding, including the level of effort associated with a successful grant or other applications.

Based upon the Technical Memorandums, the Final Park-and-Ride study will determine if there are potential Park-and-Ride facilities worth pursuing to help achieve the ultimate goal. The study will also recommend “next steps” for HCAOG, transit providers, and/or local jurisdictions to act on in order to pursue Park-and-Ride projects found to have good potential.

The document will identify priorities, and project-by-project implementation strategies, by jurisdiction.

**Overview of Best Practices**

Two approaches were utilized in preparing this document. The information below is a combination of the results from these academic investigations.

- What Best Practices can be culled from similar, existing documents?
- What practices are common to the most-used Park-and-Ride facilities?

Park-and-Ride facilities for carpooling and bus transportation in rural and small urban areas are relatively new (less than 50 years old) and are not well studied.

And, even for large facilities, every country, and every area within the United States. has a very distinct Park-and-Ride culture that stems from several factors.

- Is the Park-and-Ride facility part of a larger strategy (carpool program, or commuter bus service)?
- What is the role of bus transit in the multi-modal transportation system?
- What are the transportation and congestion pricing strategies?
- What are the land use patterns?
- How much traffic congestion exists, regardless of specific pricing strategies?
The complex interplay of the five (5) issues above actually leads to a variety of differing views of the benefits and limitations of Park-and-Ride facilities.

To simplify this document, and improve the focus and usefulness, the following criteria were used to sort the relevant information.

1. Which practices, success strategies, and case studies are relevant and applicable to the needs of the Humboldt County region?

2. By extension, which apply to the four types of facilities that are most likely to be identified in the final Park-and-Ride study.

   ▪ Large facilities in Arcata, Eureka, and other peripheral parking facilities for College of the Redwoods and Humboldt State University.

   ▪ Small “incubation” sites along the U.S. 101 Corridor and other/outlying communities. The concept would be to identify 1-4 existing public facility parking spaces that could be used during weekday commute periods for Park-and-Ride purposes. An example might be at public parks along transit routes.

   More discussion about an incubation program will be included in the final report, but it is generally conceived to include one-time costs of under $1,000/site for signage, and an annual cost of under $250/site for fees and permits, and Park-and-Ride program advertisements.

   ▪ Facilities providing origins for tribal members, employees, and customers of Blue Lake Rancheria and Bear River Band of the Rohnerville Rancheria. Similar to large/peripheral facilities in Eureka and Arcata discussed above, it is likely that Rancheria-related facilities would most-likely be funded in a non-traditional manner, and could start as incubation sites.

   ▪ Other existing, under-utilized large parking facilities sized for peak seasonal demand that might serve one of the three purposes above.

An extensive literature search, and inquiries to transit professionals and organizations, identified only one existing “Best Practice” document for Park-and-Ride facilities, Statewide Park & Ride Program Best Practices Guide, February 2013, by the Virginia Department of Transportation (VDOT)\(^1\).

Several pages are included in Appendix A. Readers are cautioned that most of the items in the VDOT study are for larger jurisdictions and those with more extensive transit and Park-and-Ride programs.

The Caltrans’ Park and Ride Program Resource Guide\(^2\) document was also consulted for this document, as context. No specific ‘best practices’ are cited from the Caltrans document which is more of a handbook related to Caltrans policies, procedures, and standards.

**Recommended Best Practices**

Best Practices that are applicable to Humboldt County are as follows. These practices will be addressed in the final report with recommendations for implementation, over time, using low-cost methods.

**Organization and Structure / Communication and Marketing**

- There should be a formal, though not extensive, centralized Park- and- Ride program, with a formal organizational structure and an assigned staff person (< 1 person month/year).
- The Park- and- Ride program should develop simple, but formal policies and procedures that define how the program will operate.
- The Park- and- Ride program should work closely with transit and ride matching agencies.
- The Park- and- Ride program should be organized so that it can be closely coordinated with regional transit agencies.
- The Park- and- Ride program should include strategies to encourage the use of facilities.
- A simple webpage should be developed and linked to related transit and transportation websites including locations and a simple tutorial. A cost savings calculator is a simple and useful tool to include.
- The Google maps interface is the most-used interface for Park- and- Ride program.

**Planning, Operations, and Maintenance**

- Park- and- Ride lots should be planned in conjunction with other transportation improvement projects, such as interchange modifications, and road improvements.
- A policy should be developed in conjunction with with City and County planning departments so that development proposals can be reviewed for possible joint-use designation of parking spaces that might be made available for Park- and- Ride use.
- Every discretionary land use decision should be assessed for win-win opportunities to include an appropriate number of parking spaces that could be designated as joint use.
- Transit facilities and Park- and- Ride lots should be one in the same.
- Park- and- Ride facilities should be located within 0.2 miles of commuting routes.

Parking accommodations at Park-and-Ride lots should be free of charge if possible.

Park-and-Ride lots should include lighted and sheltered waiting areas where economically feasible.

Careful planning of long-term lot functions, such as transit service, needs to be considered in the Park-and-Ride planning process.

Pedestrian/bicyclist accommodations such as trails, bike racks, lockers, shelters, sidewalks, and Americans with Disabilities Act (ADA) compliant curb ramps should be constructed at Park-and-Ride lots.

Cost effective aesthetic elements should be included to encourage usage and to integrate lots into communities.

Planning of Park-and-Ride facilities should include considerations for expansion of the lot to reduce expansion construction costs.
APPENDIX A

EXCERPTS:

STATEWIDE PARK & RIDE PROGRAM BEST PRACTICES GUIDE
(VIRGINIA DOT)
1. Organization of Park & Ride and Transportation Demand Management Functions

A Park & Ride program should have a formal organizational structure with defined roles and responsibilities for personnel managing and working in the program.

A Park & Ride program should have formal policies and procedures that define how the Park & Ride program will operate including roles, responsibilities, communication chains, and funding streams.

A Park & Ride program should have staff with a defined percentage of their time dedicated specifically for Park & Ride functions.

A Park & Ride program should have coordinators at the statewide level and Park & Ride coordinators at the district level to manage multijurisdictional functions.

A Park & Ride program should work closely with transit and ride matching agencies (travel demand management, TDM, agencies). Park & Ride facilities should be integrated within a multimodal transportation system.

Park & Ride lots support TDM. The Park & Ride program should work closely with TDM groups or agencies to support alternative modes of travel to the single-occupant vehicle (SOV) such as transit and carpooling.

Park & Ride facilities should support existing high occupancy vehicle (HOV) programs by providing a sufficient number of parking spaces. Park & Ride facilities should be constructed in cooperation with HOV lanes and other TDM projects such as bus rapid transit, light rail and congestion priced toll roads.

Park & Ride lots should be located outside the central business districts where the demand for parking exceeds availability. Park & Ride lots support carpooling, vanpooling, and transit into central business districts seeking to manage parking demand (paid parking). When parking demand exceeds supply, there is a need for alternative modes of travel to the SOV.

A Park & Ride program could be managed within several divisions, including a Transportation Planning Division, Traffic Engineering Division, TDM Division, and/or Maintenance Division.

A Park & Ride program should be organized so that it can be closely coordinated with regional transit agencies and regional planning commissions in the planning process and inventory of Park & Ride facilities.

A Park & Ride program should include strategies to encourage the use of Park & Ride lots.

A Park & Ride program should have dedicated funding streams and processes for Park & Ride lot maintenance, construction, partnerships, and amenities.
A Park & Ride program should oversee funding, maintenance, policy, and marketing/communication.

A Park & Ride program should work closely with localities to develop parking demand management strategies.

2. Policies for Park & Ride Planning, Operations, and Maintenance

Planning
Construction of Park & Ride facilities should be considered as an alternative to widening roads as a means to reduce congestion.

A Park & Ride program should support the goals of TDM and multimodal transportation programs of the state department of transportation. Park & Ride lots should be planned in conjunction with other transportation improvement projects such as bus rapid transit facilities, new freeways, interchange modifications, road widening, new HOV facilities, and multimodal facilities.

Relevant data useful in determining Park & Ride lot demand includes:

- Census data
- Land use maps
- Long-range transportation plans
- Traffic and congestion data
- Transit/commuter surveys
- Ride matching databases with origin and destination information

Park & Ride lots should be located using one or more of the following criteria:

- Along primary commuter travel routes
- Directly upstream from congestion on major corridors
- Close to city centers and activity centers
- Near transit connections or major arterials such as highways
- Near areas with the greatest demand
- At areas with good visibility, access, and near compatible land uses
- At or near junctions of two or more major corridors
- Informal Park & Ride activity
- Density of residential areas
- Intensity and concentration of employment
- Distance between major residential areas and employment centers
- Current and projected vehicular and transit levels of service on adjacent roadways
- Deliverability – Likelihood that the lot will be constructed
- Support from Metropolitan Planning Organization (MPO), Locality, and Transit Operator(s)
- Impact on freeway congestion (level of service improvement)
- Measurable increase in transit/vanpool/carpool ridership
- Ability to leverage state funds with matching federal funds
Demand varies from region to region based on lot classification, function, and location. Lot classification is the hierarchy of Park & Ride facilities based on functional characteristics of the individual lots.

For planning purposes, lot operations are classified as follows:

- Informal – On-street, open area parking without public investment
- Opportunistic or Joint-Use – Shared-use lots through partnerships
- Park-and-Pool – Carpool and vanpool formation
- Suburban – Transit collector located on the outer edges of an urban area
- Transit Center – High demand location with multiple transit options
- Satellite Parking – Alternative to on-site parking place on the outer edge of an activity center (i.e., central business district, sports complex, airport)

Lot classification is useful for determining the appropriate level of public investment in the facility with regard to how lots will be planned, how lots will operate, and how money will be spent on maintenance.

General guidelines to follow when determining the location of a new Park & Ride lot or when improving an existing Park & Ride lot can be as follows:

- Determine the potential Park & Ride lot location(s) based on previously-mentioned criteria
- Determine the entity that owns or has rights to the property or properties
- Contact the locality and MPO to gather support and approval (funding commitments should be obtained at this point, if not earlier)
- Contact Park & Ride Coordinator responsible for region
- Contact agencies/localities to determine specific processes that should be completed before a project can be approved or built
- Prepare initial project design map with proposed location, lot size, and amenities
- Prepare Park & Ride assessment of considered locations including project summary, location, potential usage, transit service linkage, and a cost/benefit analysis
- Identify funding and acquire funding commitments
- Add Park & Ride lot project to the transportation plan (local, regional, or statewide)
- Form project development team
- Prepare a project initiation document
- Prepare the project by adding it to the appropriate program for funding
- Prepare appropriate forms for project approval and prepare proper environmental documentation
- Prepare project plans, specifications, and estimates (project design)
- Secure Right-of-Way by purchasing or leasing needed property and approving master agreement, maintenance agreement, and other required agreements.
- Construct Park & Ride lot

Areas with expected population growth should promote the inclusion of Park & Ride lots into land use plans, long-range transportation plans, transit plans, building codes, and development proffers.

It may be cheaper to construct a new Park & Ride facility than it is to add-on or alter the design of an
A Park & Ride program should determine an appropriate parking space threshold (i.e. 400 spaces) to determine when construction of a new Park & Ride lot should be considered versus a leasing arrangement.

Park & Ride lots that are underperforming should be evaluated to verify if the existing facility is economical to maintain and operate. A policy should be determined for underutilized lots such as lots with utilization below 20 percent.

Transit facilities and Park & Ride lots should be one in the same. Park & Ride lots should be used for public transportation and should be located in close proximity to public transportation. Since Park & Ride lot demand is closely related to transit demand, Park & Ride lots should be at locations where frequent expressed bus transit is available (approximately every 15 minutes). Park & Ride lots should also be located where light rail and rail transit are available.

The Park & Ride program coordinators and transit providers should work closely together in the planning and operation of Park & Ride lots.

Park & Ride lots along transit routes increase transit ridership helping to reduce congestion along corridors.

Park & Ride facilities should be located within 0.3 miles of major commuting travel routes.

Optimal distance of Park & Ride lots to travel destinations varies depending on region.

Park & Ride lots should include lighted and sheltered waiting areas where economically feasible. Careful planning of lot functions, such as transit service, need to be considered in the Park & Ride planning process.

Parking accommodations at Park & Ride lots should be free of charge if possible.

Pedestrian/bicyclist accommodations such as trails, bike racks, lockers, shelters, sidewalks, and Americans with Disabilities Act (ADA) compliant curb ramps should be constructed at Park & Ride lots that are located within a quarter mile of stores and attractions.

Park & Ride lots should be designed to provide for pedestrian safety.

Park & Ride lots should be located in areas that could potentially be redeveloped to encourage redevelopment efforts.

The predominant land use surrounding most Park & Ride lots is medium-density, medium-income residential areas. Park & Ride lots should be located in these areas, when applicable.

Potential sites for new Park & Ride lots should be selected based on location, but environmental impacts should be minimized as much as possible.
Full Park & Ride lots are key indicators that new Park & Ride lots should be located nearby.

Ride matching databases are a good resource to use when identifying where new Park & Ride lots are needed. These databases contain origin and destination data.

Employer outreach could be used as another data point to determine the location of Park & Ride lots. Analyses could be conducted using employee address information to evaluate potential areas for Park & Ride facilities and identify potential vanpools.

It is best for Park & Ride lots to be planned at the local level; however, it is recommended that local decision making processes and policies be the same throughout the entire Park & Ride program. Localities are expected to operate with different budgets based on regional needs.

Program branding, databases, reporting systems, and website interfaces should be consistent throughout the state to ensure continuity between regions. It will also improve the Park & Ride user experience. Using the same database and reporting system will allow for the creation of uniform reports for Park & Ride administrators.

Statewide and local transportation analysis report guidelines should establish procedures and requirements within existing study requirements to evaluate Park & Ride lot needs. Projects with significant traffic impacts should identify improvements to existing Park & Ride lots and identify the location of new Park & Ride lots, if applicable.

Landscaping and aesthetic elements should be implemented into the planning process of Park & Ride lots to encourage lot usage and to integrate lots into communities.

**Operations**
Planning of Park & Ride facilities should include considerations for expansion of the lot to reduce expansion construction costs.

When possible, the Park & Ride program should operate lots rather than own the lots.

Lease agreements with commercial developments or facilities, such as churches, that are lightly used during the week should be pursued instead of constructing Park & Ride lots.

It is best for Park & Ride lots to include security features such as lot lighting and/or regular police patrol.

**Maintenance**
Arrangements for lot maintenance including repairs, landscaping, tree removal, snow removal, and lighting should be arranged and paid for by the lot owner. Lease agreements and partnership arrangements should pass maintenance onto lot owners.

Liabilities for Park & Ride lots need to be determined and clearly disclaimed in maintenance agreements.
3. Communication and Outreach Strategies

Park & Ride programs require a program website that provides users with a map of all Park & Ride lots around the state. The map should also include relevant information about each lot including directions to the lot, capacity of the lot, surface type, multimodal access (i.e. bike trails), and lighting conditions. The Park & Ride program website should identify if the lot is serviced by a transit system or vanpools. The most effective websites include up-to-date transit route service times. It is also helpful to provide Park & Ride site diagrams, identify whether or not an entrance sign is posted, etc. The contact information for the entity responsible for maintaining each lot should be available on the Park & Ride program website to report issues at the lots.

The Google maps interface is the most used interface for Park & Ride programs and travel demand programs.

Park & Ride lot information, as well as transit and vanpool information, could be provided using the existing 511 traffic information program to encourage the use of Park & Ride lots.

In addition to the Park & Ride program website, mobile solutions such as apps and mobile websites should be available to provide much of the same information provided on the Park & Ride program website.

Mobile applications could be developed to serve users of Park & Ride facilities or travel demand agencies. Popular third-party mobile applications could also be recommended for the Park & Ride program to improve the user experience.

A “Cellular Phone Parking Space Monitoring and Information System” could be used to inform commuters of Park & Ride lot availability on their mobile device. Commuters could receive real-time information about parking space availability and could be given the ability to reserve a space in a particular lot. If the lot requires a fee, it could also be paid using a mobile device.

The Park & Ride program should develop a strong brand that will greatly assist in the promotion of Park & Ride lots. The key element of the branding effort is the Park & Ride signage system – consistent graphics and iconology and a critical mass of Park & Ride signs along commuter corridors.

A marketing communications plan should be developed with assistance from marketing professionals. The best Park & Ride program marketing communications plans target potential commuter segments that are more likely to rideshare, and, thus, use Park & Ride lots.

Effective marketing strategies include press releases, local radio interviews, advertising, leaflets, posters, exhibitions, promotional videos, internet promotions, direct contact (meetings with major employers), special offers, and inclusion in general travel information.
4. Strategies to Encourage Use of Park & Ride Lots

The development of a well-organized and easy-to-use website is recommended to attract and assist Park & Ride lot users.

The most effective websites feature maps of where Park & Ride lots are located and the major routes accessible from each Park & Ride lot. The maps should identify any fees associated with the use of each Park & Ride lot, if any.

On the website, it is helpful to identify regional Park & Ride lot characteristics, such as access to slugging in many Northern Virginia lots or access to light rail in the City of Norfolk.

A website should identify available transit and vanpools accessible from Park & Ride lots. The most useful websites include bus routes, commuter rail schedules, light rail schedules, and available vanpools.

Additional features such as a cost savings calculator or trip planner are useful tools to improve the user experience. Advanced trip planners require additional information such as transit routes, transit schedules, rail schedules, and vanpool pick-up and drop-off times.

Online tutorials are also useful as they help novice users understand what Park & Ride lots are and how to use them.

A marketing plan should be developed to promote Park & Ride lots using professional marketers, including new park & ride lot launches.

A marketing strategy should include press releases, promotional videos, internet promotions, and inclusion with general travel information such as 511.

The Park & Ride program should reinforce the Park & Ride graphic signage system. This strong branding association will teach potential users how to follow directional signage to the lots.

Lot amenities and features should be described for each Park & Ride lot to attract commuters. Amenities such as bicycle racks, lockers, bathroom facilities, showers, maintained landscaping, and lighting are known to attract lot users.

It is helpful to identify Park & Ride lots with “kiss and ride” areas that allow for quick drop-off and pick-up.

Incentive programs may be required to help attract commuters to Park & Ride lots.

An incentive program similar to Telework! VA that provides tax credits and financial assistance to businesses to offset the costs of starting up or expanding a telework program could be effective in establishing Park & Ride lot usage. This program could also be implemented regionally where congestion mitigation strategies are needed, which includes regions where roadway projects along major corridors affect travel patterns.
Incentive programs that pay SOV commuters to use alternative forms of transportation could encourage the use of ridesharing, vanpools, and transit, which subsequently increases the use of Park & Ride lots as meeting places. Incentives could be paid in the form of cash, gas cards, or gift cards.

Park & Ride incentive programs should work with travel demand agency incentive programs if they are separate programs.

The Park & Ride program should reach out to employers to promote awareness of Park & Ride lots, their amenities, and available transit/vanpools in conjunction with travel demand agencies.

Incentive programs with electric power companies or equipment manufacturers should be considered to outfit Park & Ride lots with electricity and electric charge stations to prepare infrastructure for future use of electric and plug-in hybrid vehicles. This incentive would also attract electric and plug-in hybrid vehicle owners to use these Park & Ride lots.

An E-Z Pass based Parking Space Monitoring System may encourage existing E-Z Pass users to use fee-based Park & Ride lots. An E-Z Pass monitoring system will also improve ingress and egress into a fee based Park & Ride lot.

No matter what marketing efforts are utilized, it is important to coordinate all Park & Ride program marketing plans and outreach efforts with the local TDM and transit agencies serving the area.

5. Partnerships

A statewide Park & Ride program should be legally permitted to enter into lease agreements with private property owners.

Park & Ride lots from private property owners can come in the form of Park & Ride informal agreements or formal lease agreements. Either form should be well documented.

Public-private partnership agreements should be sought after to fulfill Park & Ride lot demand. It may be more economical to meet Park & Ride lot demand through partnership agreements when compared to constructing a new Park & Ride lot.

Public-private partnership lease agreements can vary in duration. To reduce long-term costs, one-time fees should be considered.

The Park & Ride program managers and/or travel demand agencies should have the authority to review zoning modifications proposed with new development to require parking spaces to be designated for Park & Ride usage.

A study found that Park & Ride users are 1.55 times per week more likely to shop at retail establishments providing Park & Ride spaces. The benefit for retail establishments is an additional $1,000 dollars per Park & Ride user per year. This practice is oftentimes a win-win situation since the Park & Ride parking spaces will attract additional customers to the convenience store while the security presence at the convenience store will improve security for the Park & Ride users. Many proposed Park & Ride lots are
located along major corridors and at major roadway junctions providing an attractive location for retail development.

The Park & Ride program should develop standard license agreements with a wide variety of partners, including churches and private businesses (e.g., banks, bowling alleys, and shopping centers). Lease templates should be provided and approved for use by state agencies.

Good records should be kept for Park & Ride agreements and lease agreements such as data being entered into a statewide database featuring all Park & Ride lots.

Park & Ride lease payments should be based on monthly costs, but should be paid in advance of the lease term as a one-year lump sum, which simplifies the accounting process.

All lease agreements should have termination clauses in the event that lease property experiences unmitigated issues such as lot security and maintenance.

A formal lease agreement should be arranged rather than an informal agreement prior to providing amenities or improvements such as bus shelters, bike racks, etc.

The process for acquiring lease agreements could be as follows:
- Receive appraisal for fair market rent.
- Prepare a lease agreement using a standard lease agreement. The owner should review and approve the lease and the appropriate legal department must approve any changes in the standard lease.
- Pay fair market rent for the entire lease term in advance using a lump sum contract from the Right-of-Way division or appropriate division.
- Send appropriate leasing documents to Right-of-Way division or appropriate division.
- Enter leased parcels into Park & Ride database.

The most successful partnership arrangements occur when the peak hours of the business do not coincide with peak hours of commuting – morning and evening commuter rush periods when carpools, vanpools, and transit systems are their busiest. This arrangement would typically include malls, churches, and movie theaters.

The presence of retail services near Park & Ride lots with associated parking lot lighting and security cameras are often key factors to the success of Park & Ride lots.

Partnership agreements should specify the party responsible for maintenance of Park & Ride lots and which party assumes liability for property damage on the lot.

Partnership agreements should be paid through surface transportation funds (STF) appropriated by state and local transportation agencies to maintain consistent operating budgets. Funding obtained through grants is a more competitive process and requires successful submissions of grant applications to maintain operating budgets.

Unofficial or temporary Park & Ride lot agreements could be arranged with churches and retailers for use
of lots as meeting places to establish new vanpools. After successful vanpools are established, long-term or official Park & Ride lot agreements should be pursued.

The Park & Ride program should encourage Park & Ride users to be respectful of property and for people to patronize the businesses providing parking. Information could be posted on the Park & Ride website or signage could be placed.

Park & Ride spaces should be clearly marked to limit the number of Park & Ride spaces used to the number designated when provided by retail stores. As an added incentive, retailers could be allowed to place their logos on the Park & Ride lot signs to identify that they are providing the spaces.

Privately owned Park & Ride lots may require the use of parking passes or tags to restrict the number of vehicles using the facility. E-Z pass transponders could potentially be adapted for Park & Ride usage.

Partnership agreements with amenities such as vending machines, laundry services, video services (i.e. Redbox or Blockbuster) should be pursued to encourage lot usage.