

BICYCLES POLICY

I. PURPOSE AND SCOPE

KGI encourages students, faculty, and staff to commute by bicycle. The purpose of this policy is to ensure the safe and orderly use and storage of bicycles on campus.

This policy applies to all individuals operating or storing a bicycle on campus, including motorized bicycles or mini motorcycles.

II. POLICY

A. Right-of-Way to Pedestrians

Bicyclists are required to yield to pedestrians. Please ride cautiously, especially in high-traffic areas, and dismount when on walkways. Walkways are intended for pedestrians. Bicycles should only be ridden on roadways.

B. Lost or Stolen Bicycles

Bicycle owners are responsible for securing their bikes while on campus. KGI strongly recommends using a high-quality lock. KGI is not liable for lost, stolen, or damaged bicycles.

C. Bicycle Parking

Prior to storing a bicycle on campus, KGI students, faculty, and staff are required to register their bicycle with the Campus Security Office located in Building 517, Suite B122. Individuals can schedule appointments with the Campus Security Office.

Bicycles must be stored in a bike rack or other authorized bike storage location. Bicycles may not be parked inside KGI buildings or locked to trees, handrails, poles, fences, or benches. They may also not be stored in any other areas that could impede an emergency evacuation or prevent individuals from using access ramps and similar structures.

Individuals who find that there is no authorized space for storing their bike should notify the Campus Security Office in Building 517, Suite B122, to avoid removal. They should also inform KGI of the need for additional bike racks.

D. Unauthorized Parking

Bicycles stored in unauthorized areas may be removed without notice at the owner's expense. The locks will be cut and rendered unusable. To retrieve an impounded bicycle, you must provide an ID, a detailed description of the bicycle, and proof of



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ownership or registration to the Campus Security Office in Building 517, Suite B122. Campus security can be contacted via phone at 909-607-8736 or via email at KGI_CampusSafety@kgi.edu.

Bicycles remaining on campus after the end of the semester will be confiscated. Confiscated bicycles that have not been claimed by the end of the year will be donated to the Green Bike program at Pitzer College.

E. Other Regulations

Bicyclists are responsible for compliance with the City of Claremont and the State of California bicycle regulations. More information can be found at the City of Claremont's website located at - <https://www.claremontca.gov/City-Services/Public-Safety/Police/Vehicle-and-Traffic-Safety/Bicycle-Safety>

F. Campus Safety Contact Information

Location – Building 517 – Suite B 122

Phone – 909 607 8736

Email – KGI_CampusSafety@kgi.edu

Approved by: Cabinet
Effective Date – 10/12/15
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Responsible Office – VP of Finance & Administration