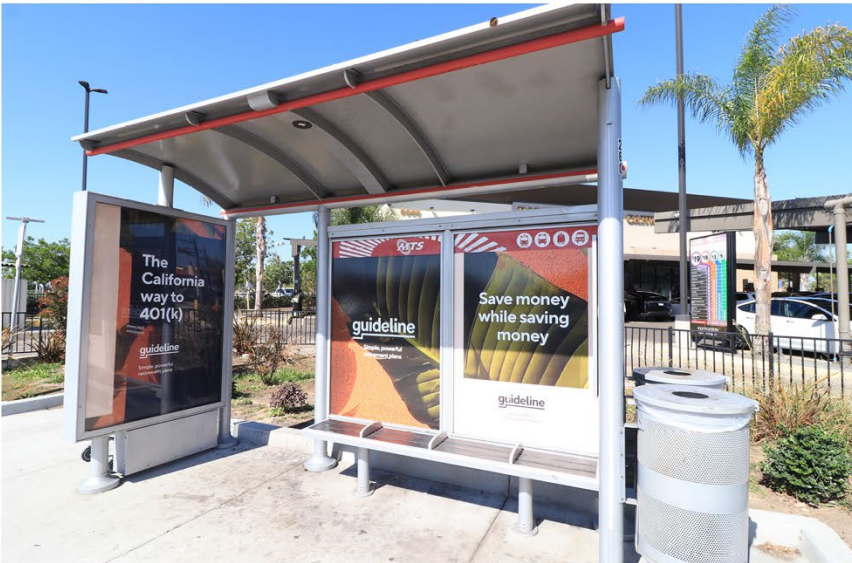




Transit Amenities Policy 2024



SAN DIEGO METROPOLITAN TRANSIT SYSTEM

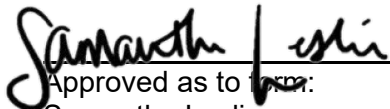
Subject: DISTRIBUTION OF TRANSIT AMENITIES POLICY

Effective Date: July 1, 2024

SAN DIEGO METROPOLITAN
TRANSIT SYSTEM



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Approved as to form:
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FOREWARD

This policy recognizes the power and potential of amenities at transit stations and stops to drive new ridership and improve the quality of service for existing riders. As addressing climate change drives the need for public transportation to accommodate a growing percentage of trips, simultaneous factors such as warming weather, equity considerations, and an aging population necessitate amenities that will attract and provide comfort for MTS passengers.

In 2024-2025, MTS will create a Transit Amenities Plan (TAP) to supplement and inform this policy. The TAP will be an aspirational document that will inventory all the nearly five thousand stations and stops in the MTS system, and develop criteria, methodologies, and costs for upgrading the amenities available. Such amenities may include not only the shelters and benches typical of MTS' current supply, but also other requested items such as restrooms, electronic next-arrival signage, and additional fare validators.

The purpose of the TAP will be to inform policymakers of the possibilities and costs for system enhancements, and to utilize subsequent decisions for future revisions to this Distribution of Transit Amenities Policy.

1.0 Introduction

The San Diego Metropolitan Transit System (MTS) is the provider of public fixed-route bus and light rail transit services in the southern and eastern portions of San Diego County. MTS' service area is approximately 570 square miles of the urbanized areas of San Diego County as well as the rural parts of East County. Our total jurisdiction is 3240 total square miles, serving nearly 3 million people in San Diego County.

MTS can trace its roots back to 1886, when private companies began providing various rail transit services in San Diego. The current organization was created by the passage of California Senate Bill 101 and came into existence in January 1976 as the Metropolitan Transit Development Board (MTDB). In 2002, Senate Bill 1703 merged MTDB's long-range planning, financial programming, project development and construction functions into the regional metropolitan planning organization, the San Diego Association of Governments (SANDAG). In 2005, MTDB changed its name to MTS.

MTS directly or through private contractors operates 92 fixed bus routes, 4 light rail lines, and an Americans with Disabilities Act (ADA) complementary paratransit service. All services are coordinated by MTS, which determines the routes, stops, frequencies and hours of operation. Light rail infrastructure includes 62 stations and 65 miles of rail. Various modes of bus routes are operated, including local, urban, express, Rapid, Rapid Express, and rural services.

Federal Transit Administration (FTA) Circular 4702.1B requires that operators receiving federal financial assistance have policies ensuring the equitable distribution of vehicles and amenities as part of their compliance with Title VI of the Civil Rights Act of 1964.

This policy is established to ensure the equitable distribution of amenities across the MTS transit network. Details on amenities provided by mode follow below. It has been provided to MTS' outside contractors that install and maintain amenities.

This policy applies to amenities funded by or constructed by or at the direction of MTS. This policy does not limit or restrict outside parties from funding and constructing infrastructure improvements at or near MTS transit stations/stops for the benefit of MTS passengers.

2.0 Bus Stops

The installation of bus stop amenities is prioritized based on the number of passenger boardings at stops and stations along those routes. This prioritization can be adjusted by site constraints which may prevent installation of an amenity. MTS also works with local communities to ensure that installed amenities are an asset rather than nuisance, and may adjust siting and installations on a case-by-case basis accordingly.

For purposes of increasing equity in the delivery of public transit services, MTS has established goals for the improvement of bus stops in communities of concern. These goals can override the above prioritization (based on ridership) to ensure that capital and operational investments are focused in areas that have been historically disinvested. The current methodology of determining disadvantaged communities is the *California Climate Investments Priority Populations 2023 Map*, which is based on **CalEnviroscreen 4.0**. Certain federal programs and grants may also require the consideration of communities identified as disadvantaged by the Justice40 Initiative.

2.1 Seating

MTS provides four (4) types of seating at bus stops:

- 2.1.A Stand-alone benches: MTS maintains a contract with a vendor to install benches at bus stop locations within jurisdictions that have an agreement with MTS for bus stop furniture. Installation can be based on passenger volume or upon request. Space constraints on city sidewalks often limit the ability to install a bench. Some cities in MTS' service area install their own bus stop benches; While MTS works closely with the local jurisdictions, MTS does not have the ultimate authority over the placement, design, or location of these benches.
- 2.1.B Shelter benches: MTS maintains a contract with a vendor to install shelters and benches at bus stop locations within jurisdictions that have an agreement with MTS for bus stop furniture.. Typically, a bench is installed at each shelter location, but MTS occasionally omits or removes the bench to increase circulation and queuing space for passengers, or when working with local communities to resolve loitering issues.
- 2.1.C Rapid/TransNet station benches: MTS maintains benches at Rapid and SuperLoop bus stops/stations with TransNet reimbursement for operating expenses.
- 2.1.D Transit Center benches: Off-street transit centers maintained by MTS and shared with Trolley service have benches located at or near the bus stops for use by bus passengers.

Outside entities such as nearby institutions, cities, business improvement districts, and adjacent property owners sometimes install their own furniture at or

near bus stops. MTS maintains some control of the immediate bus stop area for safety and ADA compliance, but the local jurisdiction has the ultimate authority over furniture placed within its right-of-way.

2.2 Shelters

MTS provides three (3) kinds of shelters at its bus stops:

2.2.A Stand-alone shelters: MTS maintains a contract with a vendor to install shelters at bus stop locations within jurisdictions that have an agreement with MTS for bus stop furniture. Placement is based primarily on passenger volume. MTS' current shelter design includes solar-powered lighting that does not require an external power source. (Some may still require power due to site-specific conditions.) This model is the latest generation of MTS shelter, and replaced all of MTS' original shelters by 2020.

Potential locations require sufficient space for the shelter and suitable electrical conditions (sufficient lighting for solar generation, or a nearby power source and ability to ground the equipment). Space constraints on city sidewalks often limit the ability to install a shelter. MTS offers two lengths of stand-alone shelters to accommodate smaller spaces where possible, or to provide more shelter area at busier stops, space permitting.

MTS' shelter contractor uses a digital advertising panel in some locations. This affects the advertising panel only; passenger amenities are not affected and do not differ on shelters with digital versus static advertising panels.

Advertisements on MTS-owned shelters follow the rules and requirements of MTS Board Policy 21. These include restrictions on types and locations of advertising.

2.2.B Rapid/TransNet station shelters: MTS maintains shelters at Rapid and SuperLoop bus stops/stations with TransNet reimbursement for operating expenses. These shelters were all included as part of each Rapid project's planning process, led by the San Diego Association of Governments. Therefore, the design of these shelters vary by project.

2.2.C Transit Center shelters: Off-street transit centers maintained by MTS and shared with Trolley service have shelters located at or near the bus stops for use by bus passengers.

Some cities in MTS' service area install their own bus stop shelters and other furniture. While MTS works closely with these local jurisdictions, MTS does not have the ultimate authority over the placement, design, or location of these shelters.

Other outside entities, such as nearby institutions, business improvement districts, and adjacent property owners, sometimes install their own furniture at or near bus stops. MTS maintains some control of the immediate bus stop area for safety and ADA compliance, but the local jurisdiction has the ultimate authority over furniture placed within its right-of-way.

2.3 Passenger Information

2.3.A Static Displays

Each bus stop blade includes the following information: MTS logo, bus icon, list of routes serving the stop, and the individual stop number, allowing passengers to access stop-specific information on the internet or via smartphone. Blades installed at transit centers, major transfer points, and significant destinations include larger route decals with each route's destination also provided.

Bus stop pole displays showing the schedule for the route(s) serving the stop are installed at transit centers, major transfer points, significant destinations, and some locations with high numbers of boardings.

Information kiosks are installed at off-street transit centers, selected busy on-street transfer locations, Rapid stations, and at some stops along Broadway in Downtown San Diego. The information provided is customized to the location, but may include routes and destinations, fare information, local area maps, route maps, and "How to Ride" information.

Most shelters provided and serviced by MTS' vendor include an information panel for a schedule, route map, or other information, depending on the service and location.

2.3.B Variable Message Signs

Variable message signs (VMS), or "next-arrival" displays, are provided at Rapid and SuperLoop bus stops/stations with TransNet reimbursement for operating expenses. These are installed as part of the capital project, and maintained through the operating agreement with SANDAG.

2.4 Elevators/Escalators

2.4.A Elevators: Currently, elevators are provided at only two bus stop locations (four platforms) apart from Trolley stations: the City Heights and Boulevard Transit Plazas in Mid-City San Diego. The elevators connect freeway level platforms with the surface street overpasses. Due to limited space, fixed ramps at these stations would not meet ADA requirements. Each of the two stations has two platforms, each with two elevators, for a total of eight elevators.

One other passenger facility with an MTS-owned elevator not also served by Trolley is the parking structure at the Sabre Springs/Peñasquitos Transit Station.

2.4.B Escalators: There are no escalators at any bus-only location.

2.5 Trash Receptacles

MTS provides or contracts for trash and recycling receptacles at the following bus stop locations:

2.5.A Transit centers served by both buses and Trolleys

2.5.B Rapid stations with TransNet reimbursement for operating expenses

2.5.C MTS-contracted bus shelter locations

At all other locations, trash receptacles (if provided) are installed, serviced, and controlled by an outside entity, typically a city, business improvement district, or adjacent property owner. These may or may not include adjacent recycling receptacles.

2.6 Restrooms

Passenger restrooms are available at a limited number of transit centers with rail service. These are covered in Section 3.6. MTS does not currently provide public or passenger restrooms at any bus-only facilities.

MTS provides secured permanent or portable restrooms for employees only at various bus route terminal locations. At some bus route terminals, MTS has an agreement with a nearby business to allow MTS bus drivers to use their restroom.

2.7 Ticket Vending Machines

There are four (4) bus stop locations with ticket vending machines (TVMs) apart from Trolley stations: the two (2) terminals at San Diego International Airport, the Virginia Avenue Transit Center at the San Ysidro International Border, and the Otay Mesa Transit Center at the Otay Mesa International Border. These locations all have high volumes of cash riders and the TVMs are located on off-street sites in controlled right-of-way.

2.8 Fare Validators

The PRONTO TVMs are also fare validators, so these are available at the above locations listed in Section 2.7. PRONTO fare validators are also available at all Trolley stations.

3.0 Rail Stations

Trolley station amenities, except where noted below, are generally standardized at all Trolley stations throughout the Trolley network. This standardization ensures equal distribution to all users, regardless of the location of the station. Quantities and siting of amenities are dependent on level of boardings and site-specific conditions.

3.1 Seating

MTS provides seating at all Trolley stations. Quantity and placement of benches is dependent on location, number of boardings, and station design and layout.

3.2 Shelters

MTS provides two kinds of shelters at its Trolley stations:

3.2.A Large canopies: Most Trolley stations have one large canopy, located on the platform with the most open area.

3.2.B Small canopies: Most Trolley stations have one or more small canopies, located on the narrower platform.

3.3 Passenger Information

3.3.A Static Displays: Each Trolley platform includes signage along its length indicating the station name, line of service, and terminal destination.

Information kiosks are installed on the platforms of all Trolley stations. The information provided includes Trolley schedules, fare information, local area maps, and “How to Ride” information. Bus transfer information is also included at bus transfer centers with bus service.

3.3.B Variable Message Signs: Variable message signs (VMS), or “next-arrival” displays, are provided above all Trolley platforms. These indicate the line of service and the estimated time of arrival for subsequent trains.

3.4 Elevators/Escalators

3.4.A Elevators: Provided at all locations where a fixed ramp is not available. (Some locations with a ramp may also be supplemented by elevators for the convenience of riders.) Currently, MTS provides and maintains elevators at the following MTS Trolley stations: Fashion Valley Transit Center, Stadium Trolley Station, Grantville Transit Center, SDSU Transit Center, Grossmont Transit Center, Nobel Drive Trolley Station, UC San Diego Central Campus Station, UC San Diego Health La Jolla Station, Executive Drive Trolley Station, and the UTC Transit Center.

3.4.B Escalators: The only MTS stop/station with escalators is the SDSU Transit Center, where peak volumes would exceed the capacity of the elevators. No other escalators are currently planned for the system.

3.5 Trash and Recycling Receptacles

MTS installs and services trash and recycling receptacles at all Trolley stations.

3.6 Restrooms

Four locations have MTS-owned restrooms available for passenger use: 12th & Imperial Transit Center, Old Town Transit Center, E Street Transit Center, and El Cajon Transit Center. All four locations have an outside vendor that maintains the restroom and controls access. Restroom hours correspond with the vendor’s business hours. Other Trolley stations have nearby restrooms that can be used by passengers, but MTS does not reimburse the owner nor have any control over access.

The upcoming Transit Amenities Plan will review potential locations, costs, and prioritization for expanding restroom access to new locations for the convenience of

riders. This could also include a review of possible cost recovery measures such as advertising and PRONTO card payment.

3.7 Ticket Vending Machines (TVMs)

At least two (2) TVMs are provided at every Trolley station. Each TVM accepts credit cards and dispenses tickets. All PRONTO machines at each Trolley station have the ability to dispense PRONTO Cards and load passes on PRONTO cards. Each station will have at least one (1) Credit Card-only TVM.

3.8 Fare Validators

To validate a PRONTO pass or to deduct fare prior to boarding a Trolley, passengers may tap or scan their PRONTO card or mobile application at a Fare Validator, which are installed at all Trolley stations. Each station should have a minimum of two standalone validators, in addition to the TVMs which can also be used as validators.

The upcoming Transit Amenities Plan will review potential locations and costs for adding new PRONTO validators to increase convenience and fare compliance. The plan could include a recommendation to increase the minimum number of validators above, either as an overall policy goal or in site-specific locations due to access or layout.

3.8 Trolley System Map:

