

A background image showing a train station with tracks receding into the distance, lined with tall palm trees under a clear sky. The image is slightly faded to allow text to be read.

2018 Annual Report

SAN MATEO RAIL CORRIDOR
TRANSPORTATION MANAGEMENT ASSOCIATION

March 2019

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Executive Summary

This report details the results from the vehicle trip monitoring pursuant to the San Mateo Rail Corridor Transit-Oriented Development Plan. Data collection for the 2018 annual monitoring of the San Mateo Rail Corridor Transportation Management Association (TMA) was completed on November 13, 2018 whereas previous years' data were collected during the month of October. The 2018 data collection was performed later than during previous years due to a delay caused by a PG&E gas line relocation project in the Rail Corridor vicinity.

As a result of the one-month delay, data collection occurred after the end of daylight savings time, which resulted in a portion of data being collected after dark. Previous years' data were collected during daylight savings time and therefore collected during daylight hours. Additionally, data were collected during a week when the region was experiencing extremely poor air quality due to the Camp Fire. Given the impacts caused by the PG&E gas line relocation and the Camp Fire, the data are inadequate to determine compliance with the Conditions of Approval requirements for each project. While the data are inadequate for determining compliance, they do provide some information regarding transportation behavior in the corridor.

Due to the impacts on data collection, the City of San Mateo will not be enforcing trip reduction requirements for the 2018 annual monitoring program. In an effort to restore consistency to the data collection schedule, data should be collected in October 2019 for next year's Annual Report. A consistent data collection schedule will provide data that can be accurately compared to previous years.

Background

In 2005, the City of San Mateo adopted the San Mateo Rail Corridor Transit Oriented Development Plan (Corridor Plan). The stated goal of the Corridor Plan is "to allow, encourage and provide guidance for the creation of world class transit-oriented development (TOD) within a half-mile radius of the Hillsdale and Hayward Park Caltrain station areas, while maintaining and improving the quality of life for those who already live and work in the area." The San Mateo Rail Corridor Plan Boundary is included as Appendix A.

The Corridor Plan includes a framework for creation of TOD, implementation of a Transportation Demand Management (TDM) program with a goal of achieving an overall reduction in new vehicle trips of at least 25 percent corridor-wide, establishment of trip generation thresholds, establishment of parking standards, and monitoring of trip generation. The Corridor Plan also called for the creation of a TMA within the Corridor. Participation in the TMA is required for all new development within the TOD zone, strongly encouraged for all new development within the broader Corridor Plan area, and available to any existing uses outside of the Corridor Plan area (Policy 7.18).

In 2011, The City adopted the Hillsdale Station Area Plan. The Station Area addressed in the Plan is based on the area within walking distance of the future relocated Hillsdale Caltrain Station and is shown in Appendix B. The Station Plan expanded the TMA formed under the Rail Corridor Plan to include all properties within the Station Area and requires all new development join the TMA. The Hillsdale Shopping Center's participation in the TMA will consist of optional measures, but it will not be subject to the TMA's trip reduction goals (Policy TRA-4.2).

Purpose of the TMA

As defined by their Bylaws, the TMA's purpose is to implement the Objectives of the Corridor Plan. Within the corridor area, the TMA:

- Oversees TDM program implementation
- Arranges shared parking, as appropriate
- Markets TDM services and programs
- Coordinates TDM services and programs
- Coordinates with the City on annual trip generation monitoring for completed projects
- Participates in annual reporting to the San Mateo City Council about development trip generation information
- Consults with members regarding trip reduction options if trip generation goals are not being met

Outside the corridor area, the TMA may coordinate TMA measures with other agencies.

2018 TMA Activities

Since the previous Annual Report, three official meetings for the TMA were held between March 2018 and December 2018. A meeting was held on June 11, 2018 but there were not enough members in attendance to reach quorum. The TMA stakeholder contact list, meeting minutes, and proposed 2019 meeting schedule are included in Appendix C.

No TDM services or programs are currently funded by the TMA.

Rail Corridor Plan Area Project Status

Construction continued in the San Mateo Rail Corridor during the 2018 calendar year. New additions to the Rail Corridor in 2018 include the completion of the first building at Station Park Green as well as 31 townhomes within the Bay Meadows Phase II project. The Corridor Plan area currently has seven projects at various stages of completion, and are shown in Figure 1. As of November 13, 2018, completed Projects include Peninsula Station, Delaware Pacific, 2000 Delaware, Mode by Alta, and 400/450 Concar. Bay Meadows Phase II and Station Park Green have completed portions of their project with some development still under construction. Figure 2 contains a list projects that are expected to be complete in the near future.

Completed Rail Corridor TMA Projects			
Project	Land Use	Quantity	Units
Bay Meadows Phase II (RES 1)	Townhomes	108	Dwelling Units
Bay Meadows Phase II (RES 2)	Townhomes	80	Dwelling Units
Bay Meadows Phase II (RES 3)	Townhomes	156	Dwelling Units
Bay Meadows Phase II (RES 5)	Townhomes	76	Dwelling Units
Bay Meadows Phase II (RES 7)	Apartments	158	Dwelling Units
	Restaurant	3,472	Square Feet
Bay Meadows Phase II (RES 8)	Townhomes	74	Dwelling Units
Bay Meadows Phase II (RES 9)	Townhomes	31	Dwelling Units
Bay Meadows Phase II (STA 3)	Office	163,089	Square Feet
	Retail	6,561	Square Feet
Bay Meadows Phase II (STA 4)	Office	201,249	Square Feet
	Retail	3,477	Square Feet
	Drinking Place	2,097	Square Feet
Bay Meadows Phase II (MU 1)	High School	450	Students
Bay Meadows Phase II (MU 4)	Restaurant	5,000	Square Feet
	Apartments	70	Dwelling Units
Peninsula Station (2905 S. El Camino Real)	BMR Apartments	68	Dwelling Units
	Commercial	2,698	Square Feet
Delaware Pacific (1990 S. Delaware St.)	BMR Apartments	60	Dwelling Units
2000 Delaware (2000 S. Delaware St.)	BMR Apartments	60	Dwelling Units
Mode (2089 Pacific Blvd.)	Apartments	111	Dwelling Units
400/450 Concar	Office	305,715	Square Feet
Station Park Green (MU-1)	Apartments	121	Dwelling Units
	Office	11,000	Square Feet
	Retail	26,000	Square Feet

Figure 1: Completed Rail Corridor TMA Projects

Future Rail Corridor TMA Projects				
Project	Land Use	Quantity	Units	Status
Station Park Green (RE-2, RE-3, and RE-4)	Apartments	478	Dwelling Units	Under Construction
Bay Meadows Phase II (RES 9)	Detached Single Family	24	Dwelling Units	Under Construction
Bay Meadows Phase II (STA 2)	Office	163,089	Square Feet	Under Construction
	Retail	6,561	Square Feet	
Bay Meadows Phase II (RES 4)	Apartments	82	Dwelling Units	Under Construction
Bay Meadows Phase II (MU 1)	BMR Apartments	68	Dwelling Units	Under Construction
Franklin Templeton Campus Expansion	Office	245,300	Square Feet	Under Construction
Hillsdale Terraces	Condominiums	74	Dwelling Units	Approved
	Commercial	13,978	Square Feet	
1650 S Delaware	Apartments	73	Dwelling Units	Approved
Passage	Multi-Family	961	Dwelling Units	Application Under Review
	Commercial	32,000	Square Feet	

Figure 2: Future Rail Corridor TMA Projects

Trip Generation Thresholds and TDM Measures

During each development project's entitlement phase, vehicle trip generation is calculated using trip generation rates published in the Institute of Transportation Engineers (ITE) Trip Generation Manual. Trip reductions are calculated based on a development's density, location, proximity to transit, mix of land uses, and TDM programs. The Conditions of Approval (COA) establish short-term and long-term trip generation thresholds that need to be met for the life of a project. Short-term goals are based on the varying status of completed projects within the corridor area. Long-term trip reduction goals are based on full build-out of the area into the transit-oriented neighborhood envisioned in the Rail Corridor Plan. Many of the long-term goals are also based on the expected completion of the 25th Avenue Grade Separation project, which will establish new roadway connections on 28th and 31st Avenues between El Camino Real and Delaware Street.

Rail Corridor TMA projects are required to submit individual TDM plans that include a list of trip reduction strategies to be implemented once the project is occupied. TDM plans are tailored to reflect the location of the project, proximity and access to transit, walkability, proposed land uses, and other relevant factors.

Trip Generation Monitoring

Scope of Study

The TMA is required to collect data annually regarding the number vehicle trips generated by each development. Trip generation is determined by collecting driveway counts at all occupied developments. These data are compared to the allowable trip generation threshold identified in each development's COA. All projects are currently required to meet their short-term trip reduction goals. Data were collected

during the PM peak period (4-6 PM) on November 13, 2018 to determine PM peak hour trips generated by each project.

Data collection for 2018 was delayed until November due to the PG&E gas line relocation project whereas the data collection for 2017 occurred in October. The one month delay resulted in the data being collected after daylight savings time had ended. The time change meant a portion of the PM peak period occurred when it was dark outside and may have had an effect on travel mode choice. In addition, the devastating Camp Fire began on November 8, 2013. The health hazard due to the smoke from the fire increased significantly on the day of data collection. This likely discouraged people from biking, walking or taking transit as they tried to limit their exposure outside due to health advisories in effect at that time.

Given the impacts caused by the PG&E gas line relocation and the Camp Fire, the data are inadequate to determine compliance with the COA requirements for each project. Due to the impacts on data collection, the City will not be enforcing trip reduction requirements for the 2018 annual monitoring program. However, while the data are inadequate for determining compliance, they do provide some information regarding transportation behavior in the corridor.

Rail Corridor TMA Trip Generation

Project	Land Use	Quantity	Units	ITE Trip Generation (PM Peak)	Short-Term Trip Reduction Goal		Long-Term Trip Reduction Goal		2018 Counted Trip Generation (PM Peak)
					%	Trip Threshold	%	Trip Threshold	
Peninsula Station	BMR Apartments	68	DUs	61	35%	40	54%	28	32
	Commercial	2,698	SF						
Delaware Pacific	BMR Apartments	60	DUs	74	30%	52	47%	39	71
2000 Delaware	BMR Apartments	60	DUs						
Mode	Apartments	111	DUs	69	25%	52	40%	41	32
400/450 Concar	Office	305,715	SF	484	25%	363	25%	363	105
Station Park Green	Apartments	599	DUs	450	25%	338	32%	306	71
	Office	11,000	SF						
	Retail	26,000	SF						

Figure 3: 2018 Rail Corridor TMA Trip Generation

Peninsula Station, Mode, 400/450 Concar, and Station Park Green are all below their short-term trip threshold as seen in Figure 3. Trip generation at 400/450 Concar is much lower than the short-term trip threshold because one of the two buildings was not occupied at the time of data collection. The trip generation threshold shown for Station Park Green is based on full build-out of the project. Only one of four buildings containing 121 dwelling units, 11,000 sf office and 26,000 sf retail was complete at the time of data collection. The remaining 478 dwelling units are currently under construction. The 2018 trip generation data show that Delaware Pacific and 2000 Delaware are exceeding their short-term trip threshold by 19 trips. Delaware Pacific and 2000 Delaware share a driveway on the same site and their trip generation threshold was calculated to encompass both projects.

As seen in Figure 4, every project saw an increase in trips compared to 2017. Delaware Pacific and 2000 Delaware were identified as non-compliant in the 2017 Annual Report and were required to submit revised TDM programs to City staff that included more aggressive trip reduction strategies. The revised TDM programs were approved by the Sustainability & Infrastructure Commission on September 12, 2018. New

TDM measures are required to be implemented within 90 calendar days of approval by the Sustainability & Infrastructure Commission.

Project	Short-Term Trip Threshold (PM Peak)	Counted Trip Generation (PM Peak Hour)					
		2013	2014	2015	2016	2017	2018
Peninsula Station	40	31	28	19	34	29	32
Delaware Pacific 2000 Delaware	52	N/A	22	20	67	58	71
Mode	52	N/A	N/A	30	35	25	32
400/450 Concar	363	N/A	N/A	N/A	N/A	101	105
Station Park Green	338	N/A	N/A	N/A	N/A	N/A	71

Figure 4: Rail Corridor TMA Trip Generation History

Bay Meadows Phase II

The Conditions of Approval for Bay Meadows Phase II include a detailed monitoring plan that will allow the City to review whether the project is meeting the trip thresholds and achieving the applicable trip reduction goals. Commencing from the time that the running tabulation of trips shows that Bay Meadows Phase II is projected to be generating more than 1,100 new PM peak hour trips, annual monitoring is required to determine whether the project is meeting its trip reduction requirements. The full neighborhood monitoring shall consist of PM peak hour driveway counts, sampling, cordon counts, street counts or any other counting method that provides accurate traffic data in the most cost-effective manner available. Staff has calculated the projected trip generation for Bay Meadows to now be 1,247 PM peak hour trips based on current build-out (Figure 5). A full monitoring plan is required to be implemented for the entire neighborhood beginning with the 2019 Annual Report.

Bay Meadows Phase II ITE Trip Generation for Completed Development				
Land Use	Size	Units	PM Peak Hour Trips	
			ITE Rate	Total
RES 1 (Flats/Townhomes)	108	DUs	0.62	67
RES 2 (Townhomes)	80	DUs	0.62	50
RES 3 (Tuckunder/Townhomes)	156	DUs	0.62	97
RES 5 (Tuckunder/Townhomes)	76	DUs	0.62	47
RES 7 (Stacked Flats)	158	DUs	0.62	98
RES 7 (Restaurant)	3,472	KSF	9.55	33
RES 8 (Tuckunder/Townhomes)	74	DUs	0.62	46
RES 9 (Tuckunder/Townhomes)	31	DUs	0.62	19
STA 3 (Office)	163.089	KSF	1.49	243
STA 3 (Retail)	6.561	KSF	3.74	25
STA 4 (Office)	201.249	KSF	1.49	300
STA 4 (Retail)	3.477	KSF	3.74	13
STA 4 (Drinking Place)	2.097	KSF	11.34	24
MU 1 (High School)	450	Students	n/a	95
MU 4 (Restaurant)	5,000	KSF	9.55	48
MU 4 (Residential)	70	DUs	0.62	43
Total ITE Trip Generation (PM Peak):				1,247
TDM Monitoring Trip Threshold Under Conditions of Approval:				1,100

Figure 5: Bay Meadows Phase II Projected Trip Generation (Current Build-Out)

The City has been collecting driveway counts at each block within Bay Meadows where development has been completed as an interim method to gain some insight to trip generation in the neighborhood. Driveway counts have been a cost effective way to capture a majority of the trips generated by Bay Meadows. The trip generation will likely increase next year when the full monitoring program is implemented and all trips, including vehicles that park on the street, are included in the counts. The Bay Meadows Phase II driveway counts can be seen in Figure 6.

Bay Meadows Phase II Driveway Counts (PM Peak Hour)				
Block	2015	2016	2017	2018
RES 1	25	41	25	15
RES 2	21	36	31	20
RES 3	76	77	98	77
MU 1	58	42	61	91
RES 5	N/A	N/A	34	32
RES 7	N/A	N/A	25	30
RES 8	N/A	N/A	33	32
STA 3	N/A	N/A	3	28
STA 4	N/A	N/A	148	213
MU 4	N/A	N/A	10	12
RES 9	N/A	N/A	N/A	49
Total Counted	180	196	468	599
ITE Trip Generation (PM Peak):				1247
Percent Reduction from ITE Trip Generation:				52%
Maximum Trip Threshold Allowed Under Conditions of Approval:				3083
Trips Under / (Over) Maximum Allowed Trips:				2484

Figure 6: Bay Meadows Phase II Trip Generation Estimate for Completed Projects

The project development is divided into four stages: one stage reflecting pre-grade separation conditions and three stages post-grade separation reflecting short-term (Phase I), mid-term (Phase II), and long-term (Phase III) conditions. For the post-grade separation phases, these goals are set at a 10% (short-term), 16% (mid-term) and 25% (long-term) reduction. The trip reduction goal is determined based on the 28th and/or 31st Avenue grade-separations and the overall amount of development completed.

Bay Meadows Phase II is currently, as of June 13, 2018, in Phase I post-grade separation stage of development now that construction for the 28th Avenue grade-separation has commenced. The short-term trip reduction goal for this phase is 10% off the total PM peak hour ITE trip generation for completed projects. Trip reduction is measured against standard ITE rates applicable to the actual commercial/retail square footage of development or dwelling unit size of completed projects. The project is currently exceeding this goal and trip generation collected from the driveway counts is currently 52% less than the ITE trip generation. The Conditions of Approval also identify a maximum trip threshold of 3083 vehicles for the short-term phase. The project is currently 2,484 vehicles under the maximum allowed trips.

Intersection Volume Data

Scope of Study

Intersection volumes are collected to provide supplemental information regarding transportation behavior in the Corridor. In addition to the trip generation counts, IDAX also collected PM peak period (4-6 PM) intersection counts at 17 locations on November 13, 2018. These counts included vehicular turning movement volumes, pedestrian traffic, and bicycle traffic. While the data are inadequate due to the impacts on data collection, they do provide some information regarding transportation behavior in the corridor.

Intersection Count Locations

1. Delaware St & 16th Ave (unsignalized)
2. Delaware St & Concar Dr
3. Delaware St & 19th Ave
4. Delaware St & Pacific Blvd (unsignalized)
5. Delaware St & Saratoga Dr
6. Delaware St & 25th Ave
7. Delaware St & 28th Ave
8. Pacific Blvd & Hillsdale Blvd WB Ramp
9. Grant St & Concar Dr
10. Grant St & 19th Ave
11. Saratoga Dr & 28th Ave
12. Saratoga Dr & Franklin Pkwy
13. Saratoga Dr & Hillsdale Blvd
14. El Camino Real & 25th Ave
15. El Camino Real & 28th Ave
16. El Camino Real & 31st Ave
17. El Camino Real & Hillsdale Blvd

Intersection Vehicle Counts

As shown in Figures 7 and 8, the overall vehicle traffic volume increased by 839 vehicles, or approximately two percent compared to the 2017 counts. The volume trend for each intersection shows that 2018 traffic volumes decreased or remained the same for most intersections. However, individual intersection volumes varied from a 98 percent increase at the intersection of El Camino Real and Hillsdale Boulevard (2421 vehicles), to a decrease of 31 percent at the intersection of Pacific Boulevard and Hillsdale Boulevard westbound ramps (364 vehicles) as compared to 2017. The large decrease in volume at Pacific Boulevard and Hillsdale Boulevard westbound ramps is likely a result of the closure of Pacific Boulevard and S. Delaware Street for the PG&E gas line project. The segment adjacent to this intersection had been closed for several weeks immediately before the traffic counts were taken and it may have had an effect on driving patterns as people had become accustomed to taking alternate routes. The large increase at El Camino Real and Hillsdale Boulevard can be attributed to errors in data collection from 2015-2017. After reviewing previous years' data, it was determined that the intersection had been incorrectly counted and didn't include all legs of the intersection on each side of the overpass. It is important to note that this year would

have likely seen an overall decrease in vehicles compared to 2017 if this intersection had been counted correctly in previous years.

Intersection	PM Peak Hour Vehicle Count							2018 vs. 2017		2018 vs. 2016	
	2012	2013	2014	2015	2016	2017	2018	Volume Δ	% Δ	Volume Δ	% Δ
1 Delaware St & 16th Ave	1485	1392	1481	1365	1425	1448	1430	-18	-1%	5	0%
2 Delaware St & Concar Ave	2960	2737	2787	2584	2656	2793	2926	133	5%	270	10%
3 Delaware St & 19th Ave	2442	2344	2463	2317	2407	2648	2599	-49	-2%	192	8%
4 Delaware St & Pacific Blvd	1568	1645	1879	1770	2086	2033	1816	-217	-11%	-270	-13%
5 Delaware St & Saratoga Dr	1821	1866	2096	2004	2358	2230	2030	-200	-9%	-328	-14%
6 Delaware St & 25th Ave	1187	1167	1539	1590	2086	2080	1691	-389	-19%	-395	-19%
7 Delaware St & 28th Ave	0	41	208	348	644	992	786	-206	-21%	142	22%
8 Pacific Blvd & Hillsdale Blvd WB Ramps	537	503	562	703	1036	1175	811	-364	-31%	-225	-22%
9 Grant St & Concar Dr	1407	1530	1554	1507	1539	1568	1568	0	0%	29	2%
10 Grant St & 19th Ave	1754	1774	1577	1706	1616	1516	1510	-6	0%	-106	-7%
11 Saratoga Dr & 28th Ave	0	877	1187	1181	1103	1090	985	-105	-10%	-118	-11%
12 Saratoga Dr & Franklin Pkwy	2021	1948	2043	1965	2066	2084	2241	157	8%	175	8%
13 Saratoga Dr & Hillsdale Blvd	4396	4221	3913	3632	3216	3179	3625	446	14%	409	13%
14 El Camino Real & 25th Ave	4477	4356	4447	4284	4710	4449	3946	-503	-11%	-764	-16%
15 El Camino Real & 28th Ave	3665	3678	3869	3668	4039	3699	3422	-277	-7%	-617	-15%
16 El Camino Real & 31st Ave	3902	3670	4136	3737	4044	3441	3457	16	0%	-587	-15%
17 El Camino Real & Hillsdale Blvd	5556	5452	5846	3329	2527	2475	4896	2421	98%	2369	94%
Total	39178	39201	41587	37690	39558	38900	39739	839	2%	181	0.5%

Figure 7: PM Peak Hour Vehicle Volume Summary

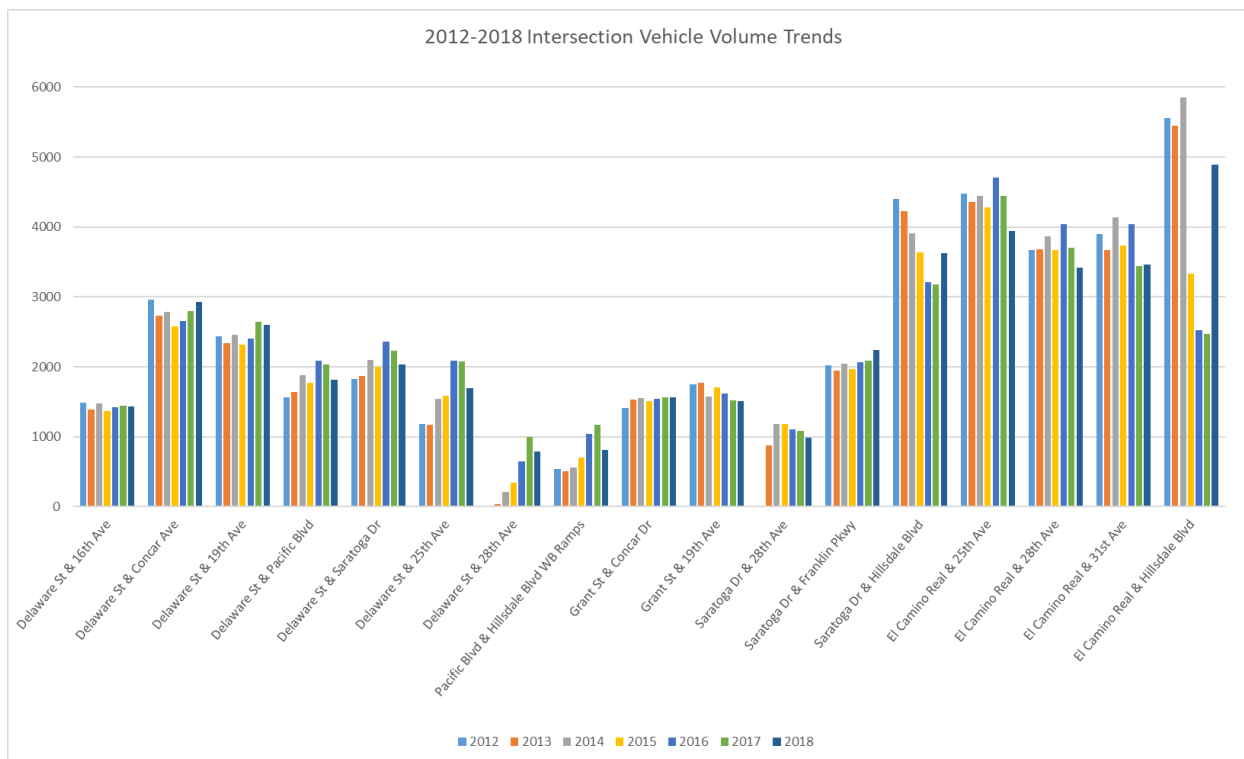


Figure 8: 2012-2018 Intersection Vehicle Volume trends

Intersection Pedestrian Counts

As shown in Figures 9 and 10, the total pedestrian volume increased by 15 pedestrians, or approximately one percent compared to the 2017 counts. The pedestrian volume at the intersection of El Camino Real and Hillsdale Boulevard increased by 40 percent, or 66 pedestrians. Again, this large variance can be attributed to the error in data collection at this location that occurred the previous two years. The pedestrian volume is similar to the volume seen in 2014 and 2015 when the intersection was counted correctly. This year would have also seen an overall decrease in pedestrians compared to 2017 without the presence of this error.

Intersection	PM Peak Hour Pedestrian Count							2018 vs. 2017		2018 vs. 2016	
	2012	2013	2014	2015	2016	2017	2018	Volume Δ	% Δ	Volume Δ	% Δ
1 Delaware St & 16th Ave	43	24	37	27	47	38	37	-1	-3%	-10	-21%
2 Delaware St & Concar Ave	63	31	55	117	42	125	134	9	7%	92	219%
3 Delaware St & 19th Ave	15	19	21	38	14	48	30	-18	-38%	16	114%
4 Delaware St & Pacific Blvd	22	6	8	6	7	12	18	6	50%	11	157%
5 Delaware St & Saratoga Dr	19	33	32	32	39	42	34	-8	-19%	-5	-13%
6 Delaware St & 25th Ave	9	8	38	12	26	44	19	-25	-57%	-7	-27%
7 Delaware St & 28th Ave	0	5	37	47	15	29	20	-9	-31%	5	33%
8 Pacific Blvd & Hillsdale Blvd WB Ramps	41	66	53	91	65	68	97	29	43%	32	49%
9 Grant St & Concar Dr	57	24	61	70	66	82	71	-11	-13%	5	8%
10 Grant St & 19th Ave	21	29	23	41	33	53	36	-17	-32%	3	9%
11 Saratoga Dr & 28th Ave	0	11	8	50	28	35	36	1	3%	8	29%
12 Saratoga Dr & Franklin Pkwy	27	36	9	54	53	86	60	-26	-30%	7	13%
13 Saratoga Dr & Hillsdale Blvd	14	42	17	37	40	49	47	-2	-4%	7	18%
14 El Camino Real & 25th Ave	88	54	102	97	75	110	87	-23	-21%	12	16%
15 El Camino Real & 28th Ave	31	50	55	82	79	80	85	5	6%	6	8%
16 El Camino Real & 31st Ave	97	51	104	128	100	101	140	39	39%	40	40%
17 El Camino Real & Hillsdale Blvd	57	150	245	213	123	163	229	66	40%	106	86%
Total	604	639	905	1142	852	1165	1180	15	1%	328	38%

Figure 9: PM Peak Hour Pedestrian Volume Summary

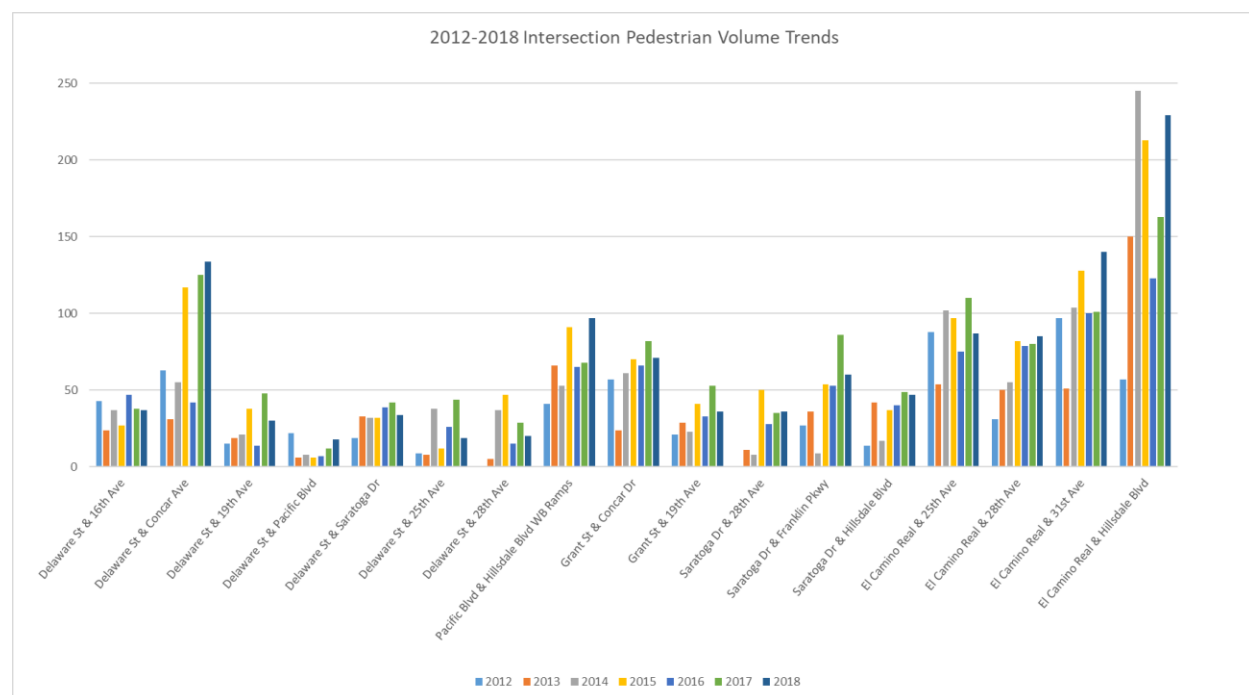


Figure 10: 2012-2018 Intersection Pedestrian Volume trends

Intersection Bicycle Counts

As shown in Figures 11 and 12, the total Bicycle counts in 2018 decreased by 71 bicycles, or 22 percent compared to 2017. The only intersection to see a significant increase in bicycle volume is Pacific Boulevard and Hillsdale Boulevard westbound ramps which had an increase of 89 percent, or 16 bicycles. The decrease in bicycle volume is likely a result of the smoke hazard from the Camp Fire and the reduction of daylight hours when the counts were conducted.

Intersection	PM Peak Hour Bicycle Count							2018 vs. 2017		2018 vs. 2016	
	2012	2013	2014	2015	2016	2017	2018	Volume Δ	% Δ	Volume Δ	% Δ
1 Delaware St & 16th Ave	14	16	14	34	11	19	21	2	11%	10	91%
2 Delaware St & Concar Ave	19	9	10	16	11	12	14	2	17%	3	27%
3 Delaware St & 19th Ave	2	9	12	16	8	14	6	-8	-57%	-2	-25%
4 Delaware St & Pacific Blvd	14	38	33	43	25	32	26	-6	-19%	1	4%
5 Delaware St & Saratoga Dr	10	38	29	45	23	33	24	-9	-27%	1	4%
6 Delaware St & 25th Ave	19	37	43	62	31	44	29	-15	-34%	-2	-6%
7 Delaware St & 28th Ave	0	2	5	19	33	54	11	-43	-80%	-22	-67%
8 Pacific Blvd & Hillsdale Blvd WB Ramps	25	26	23	19	30	18	36	18	100%	6	20%
9 Grant St & Concar Dr	4	7	11	19	1	11	12	1	9%	11	1100%
10 Grant St & 19th Ave	17	21	22	23	12	14	18	4	29%	6	50%
11 Saratoga Dr & 28th Ave	0	9	3	9	5	9	9	0	0%	4	80%
12 Saratoga Dr & Franklin Pkwy	13	12	28	20	13	16	15	-1	-6%	2	15%
13 Saratoga Dr & Hillsdale Blvd	6	2	4	2	6	12	11	-1	-8%	5	83%
14 El Camino Real & 25th Ave	11	7	7	7	6	7	8	1	14%	2	33%
15 El Camino Real & 28th Ave	3	3	4	3	2	3	4	1	33%	2	100%
16 El Camino Real & 31st Ave	8	10	17	8	5	24	8	-16	-67%	3	60%
17 El Camino Real & Hillsdale Blvd	2	8	12	6	1	6	5	-1	-17%	4	400%
Total	167	254	277	351	223	328	257	-71	-22%	34	15%

Figure 11: PM Peak Hour Bicycle Volume Summary

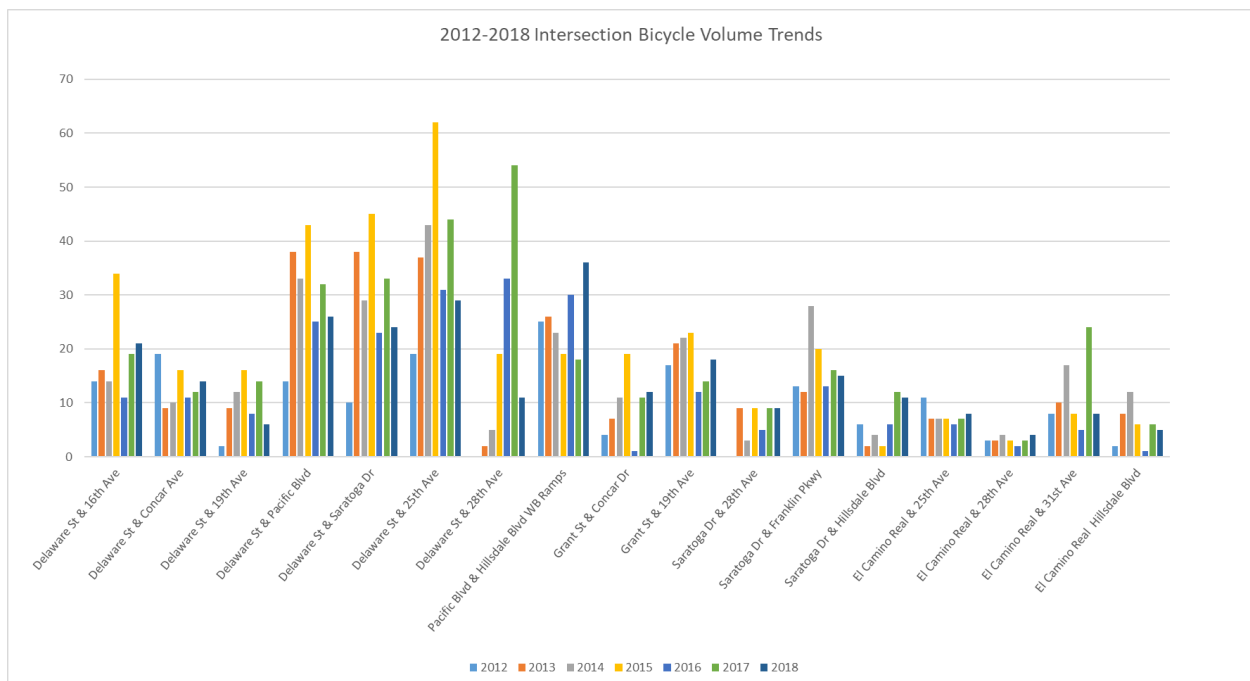
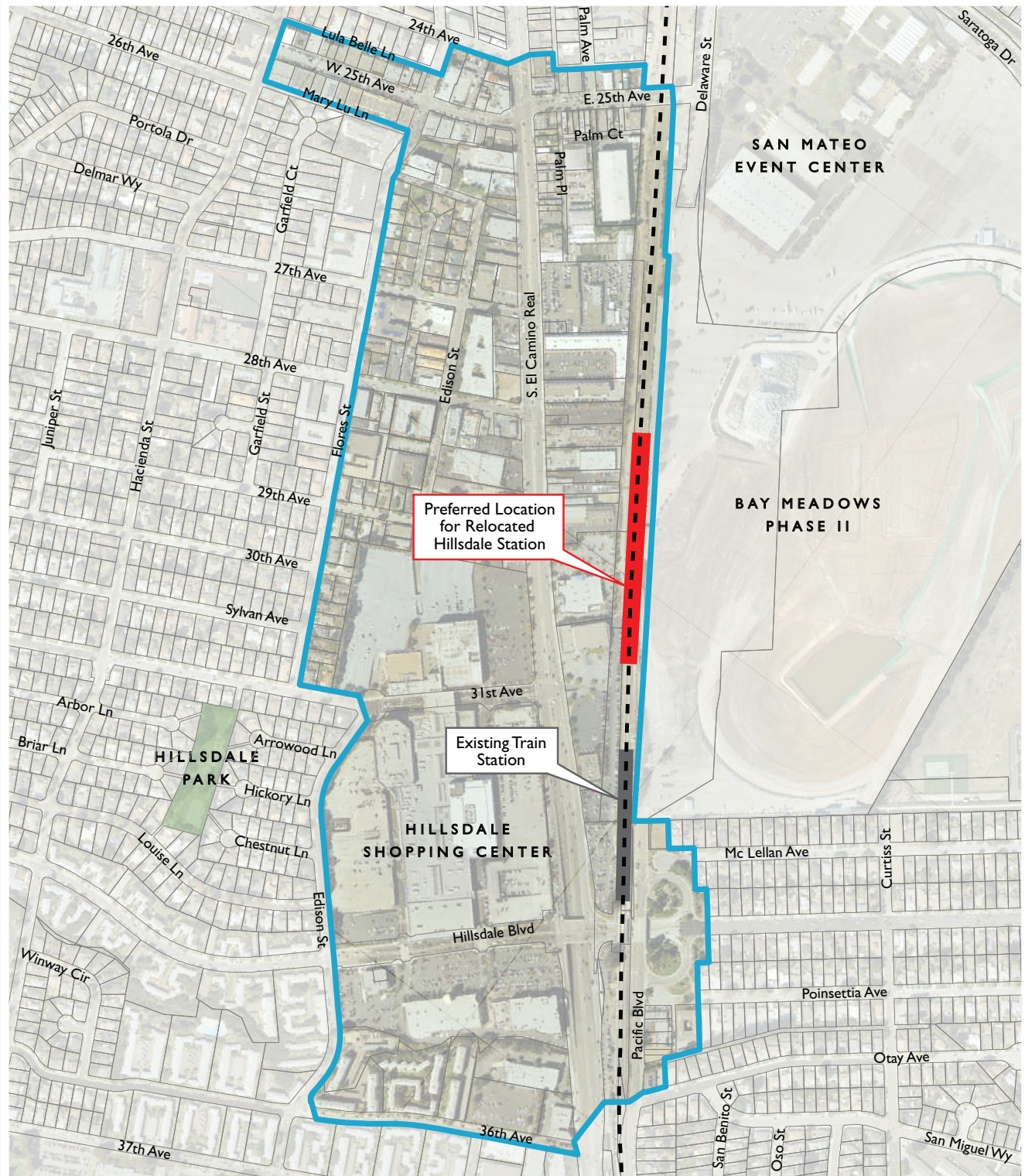


Figure 12: 2012-2017 Intersection Bicycle Volume trends

Appendix A – San Mateo Rail Corridor Plan Boundary

Appendix B – Hillsdale Station Area Plan Boundary

Figure 1-1: Plan Boundary



Appendix C – TMA Stakeholder Contact List, Meeting Minutes, and 2019 Proposed Meeting Schedule

San Mateo Rail Corridor TMA Stakeholder Contact List

As of December 2018

<u>Developer/Owner Contact</u>	<u>Project</u>	<u>Status</u>	<u>TMA Participant</u>	<u>TMA Alternate</u>
Julie Baigent 60 Buck Ct. Woodside, CA 94062 (650) 364-7800	Passage	Associate Member (non-voting)	Julie Baigent jbaigent@sbcglobal.net	Brian Myers bmyers@nuquestventures.com
Deanna Chalfant Essex Property Trust 1100 Park Place, Suite 200 San Mateo, CA 94403 (650) 655-7897	Station Park Green 430 Station Park Cir #100	General Member	Deanna Chalfant (Vice Chair) dchalfant@essex.com 925-413-4178 (cell)	
Paul Roberts Wilson Meany 4 Embarcadero, 33 rd Floor San Francisco, CA 94111 (415) 905-5383	Bay Meadows	General Member	Adam Hamilton ahamilton@wilsonmeany.com	
Cameron Falconer Hines 101 California Street, Suite 100 San Francisco, CA 94111 (415) 982-6200	400 450 Concar	General Member	Sam Cheikh Sam.Cheikh@hines.com 415-656-9858 (mobile)	Janet Ng janet.ng@hines.com
Nevada Merriman MidPen Housing Corporation 303 Vintage Park Drive, Suite 250 Foster City, CA 94404 (650) 356-2915	Peninsula Station 2905 S. El Camino Real	General Member	Mollie Naber mollie.naber@midpen-housing.org	
Nevada Merriman MidPen Housing Corporation 303 Vintage Park Drive, Suite 250 Foster City, CA 94404 (650) 356-2915	Delaware Pacific 1990 S. Delaware Street	General Member	Sarah Etheredge (Board Chair) setheredge@midpen-housing.org	
Sith Chaisurote Land and Houses USA Inc. 17485 Monterey Road, Suite 308 Morgan Hill, CA 95037 (408) 219-5939	Mode 2089 Pacific Blvd.	General Member	Nataya Boonmark Nataya.boonmark@gmail.com	Stacy Servin mode.cd@fpimgt.com

San Mateo Rail Corridor TMA Stakeholder Contact List

As of December 2018

<u>Developer/Owner Contact</u>	<u>Project</u>	<u>Status</u>	<u>TMA Participant</u>	<u>TMA Alternate</u>
Jessica Smith Westlake Urban, LLC 520 S. El Camino Real, 9 th Floor San Mateo, CA 94402 (650) 353-5624	2000 S. Delaware Street	General Member	Jessica Smith jessica.smith@westlakeurban.com	
Terry Lee The Nueva School 131 E. 28 th Avenue San Mateo, CA 94403 (650) 350-4600	The Nueva School 131 E. 28 th Avenue	General Member	Steve Osborne sosborne@nuevaschool.org	
Allie Stein Bridge Housing 600 California Street, Suite 900 San Francisco, CA 94108 (415) 321-4036	Bay Meadows Affordable 2775 S. Delaware	General Member	Allie Stein astein@bridgehousing.com	
Dan Stuber Franklin Templeton One Franklin Parkway San Mateo, CA 94403 (925) 875-2510	Franklin Templeton (Phase 1) One Franklin Parkway	General Member	Dan Stuber danny.stuber@franklintempleton.com	Julie Venturi julie.venturi@franklintempleton.com
<i>Need contact</i> Four Corners Properties One Embarcadero Center, 37 th Floor San Francisco, CA 94111	Four Corners Properties 1650 S. Delaware	General Member (pending)	<i>Need contact</i> info@fourcornersproperties.com	
City of San Mateo 1900 O'Farrell Street, Suite 320 San Mateo, CA 94403		City (non-voting)	Brad Underwood bunderwood@cityofsanmateo.org	Sue-Ellen Atkinson seatkinson@cityofsanmateo.org

MINUTES

SAN MATEO RAIL CORRIDOR TMA **General Membership & Board of Directors Meeting**

March 12, 2018
Engineering Office, City of San Mateo
1900 O'Farrell Avenue, San Mateo, CA

Present: Donovan Cole – Westlake Urban (2000 Delaware)
Sam Cheikh – Hines (400/450 Concar)
Sarah Etheredge – MidPen Housing Corporation (Delaware Pacific)
Gina Ishida – Land & Houses (Mode)
Deanna Chalfant – Essex Property Trust (SPG)
Allie Stein – Bridge Housing (Bay Meadows Affordable)
Dan Stuber – Franklin Templeton
Brad Underwood – City of San Mateo

Staff: John Ford – Commute.org

Guests: Bethany Lopez – City of San Mateo
Ryan Brunmeier – City of San Mateo
Sue-Ellen Atkinson – City of San Mateo
Jay Yu – City of San Mateo

1. Call to Order

- The meeting was called to order by TMA Chair Donovan Cole at 3:06pm.

2. Introductions and Project Updates

- The general members introduced themselves and gave a brief update as to the status of their respective projects. Two new members, Bridge Housing (Bay Meadows Affordable) and Franklin Templeton were welcomed to the group.
- Highlights from the updates included: Station Park Green (Essex) has 93 units available for occupancy with another 28 expected by the end of the month; 400 Concar is now complete and ready to be leased; residential projects that were completed earlier all report full or close to full occupancy.

3. Minutes

- On a motion/second by Deanna/Sam, the meeting minutes of December 18, 2017 were approved as presented.

4. Report from City of San Mateo

- City staff gave an update on the status of the 2017 TMA report. It has been presented to the Public Works Commission and will be going to the City Council in the next month. The two projects that were not in compliance, 2000 Delaware and Delaware Pacific, will

receive formal letters from the city requesting that the projects submit revised TDM plans (within 90 days) to address the compliance issues. The updated TDM plans will then be submitted to the Public Works Commission for acceptance and then the projects have 90 days to implement the TDM measures. Performance will be measured again in October and, hopefully, the projects are back in compliance. If not, then the cycle starts over again.

- Donovan and Sarah described how they are planning to work together to make improvements to the TDM programs for their projects. City staff was amenable to the projects making the updates on their own; however, they also commented that TDM consultants might be an important alternative to consider if the issues are not resolved.
- Brad introduced Jay Yu who has been promoted and will be taking on the role previously held by Gary Heap. Sue-Ellen Atkinson was introduced as the City of San Mateo's Parking Manager. She will be a valuable resource for TMA members when parking issues arise in or around their projects.

5. Report from Acting Executive Director (John Ford)

- Tax returns for calendar year 2017 were filed and accepted on March 8, 2018.
- All 2017 dues invoices have been received in full.

6. New Business

a. Election of Directors

The following member representatives were nominated to serve on the board of directors:

- Deanna Chalfant, Essex Property Trust (Station Park Green)
- Paul Roberts, Wilson Meany (Bay Meadows)
- Sam Cheikh, Hines (400/450 Concar)
- Nevada Merriman, MidPen Housing Corporation (Peninsula Station)
- Sarah Etheredge, MidPen Housing Corporation (Delaware Pacific)
- Nataya Boonmark, Land and Houses USA Inc. (Mode Apartments)
- Donovan Cole, Westlake Urban (2000 S. Delaware Street)
- Steve Osborne, The Nueva School
- Allie Stein, Bridge Housing (Bay Meadows Affordable)
- Dan Stuber, Franklin Templeton
- Julie Baigent, Concar Enterprises (Concar Village) – *non-voting Associate Member*
- Brad Underwood, City of San Mateo – *non-voting City Representative*

On a motion/second by Donovan/Sam, the slate of directors was unanimously approved.

b. Election of Officers for 2018

- Donovan Cole was nominated to serve as Chair
- Deanna Chalfant was nominated to serve as Vice Chair
- Sarah Etheredge was nominated to serve as Secretary/Treasurer

On a motion/second by Sam/Dan, the slate of officers was unanimously approved.

c. Review/Approval of Financial Statements

- John reviewed the Income Statement and Balance Sheet for the year ended December 31, 2017 and the period ended February 28, 2018.
- John explained that the City of San Mateo, which contracts for the study counts and uses city staff to write the annual TMA report, had not submitted invoices for the 2016 counts, 2017 counts, 2016 report development, or 2017 report development. The city will work with John to ensure that the billings happen in a timelier manner in the future. The 2016 and 2017 study counts are included in the 2017 Income Statement under Professional Services. The 2016 report development costs are included in City Services for 2017 since the work actually took place in calendar year 2017. Going forward, the goal is to have the study counts take place and be billed in the same year (e.g. 2018 counts done in October with the TMA being billed for those services before the end of 2018). Report development costs will be billed in the year that the report is produced (e.g. the 2017 report will be released in 2018; therefore, the TMA will be billed for City Services in 2018).

On a motion/second by Sam/Allie, the Financial Statements were accepted as presented.

d. 2018 Dues and Budget Review and Approval

- John presented a draft budget for 2018 which included expenditures for the City's production of the annual report (\$15,200), up to 36 hours of admin/management time (\$3,600), insurance (\$2,250), and miscellaneous expenses (\$150). Nothing was budgeted for "programs" in 2018.
- Revenue for the budget was forecast using the same dues structure as 2017 (shown below). Revenue will increase in 2018 due to more projects being part of the TMA in 2018 as well as more of the residential and commercial projects moving from Pre-Occupancy to Occupied from the prior year.
- The discussion on dues was based on the members' desire to raise sufficient revenue to cover the expenses of the 2018 expenses and make up for the shortfall remaining from 2017 while leaving a small surplus for 2019. The board agreed that carrying forward the 2017 rates to 2018 would meet the objectives.
- Dues invoices will be generated by John and sent to all members at the end of March. Adjusting invoices (if necessary) will be generated and sent in September.

On a motion/second by Deanna/Sam, the 2018 budget was approved, and dues were set as follows:

Dues:	2018
<i>Residential rate per unit</i>	\$ 6
<i>Commercial rate per rentable square foot</i>	\$ 0.0225
<i>Educational rate per square foot of buildings</i>	\$ 0.0075
<i>Pre-occupancy dues</i>	\$ 300

e. Calendar Review for 2018

- The members and board of directors reviewed the proposed meeting schedule and agreed to continue with quarterly meetings in 2018. The remaining meetings will be held on June 11, September 10, and December 10.

f. Other New Business

- The board discussed Caltrain service at Hayward Park station and agreed that a letter from the TMA to Caltrain suggesting expanded service to the station should be drafted and reviewed at a future board meeting. John will draft a letter.
- Donovan brought up the idea of creating a different dues category for the BMR and/or affordable housing units in the TMA since those projects have greater restrictions on rent and do not have as much financial flexibility as the market rate units. Sam asked John to compile data on the number of units in each category. The board agreed to add the topic to an agenda at a future meeting.
- Deanna informed everyone in attendance that Station Park Green would be installing a public art piece on Sunday, March 18 between 6:00 AM – 1:00 PM and that traffic on Delaware will be impacted.

7. Adjournment

The general member and board of directors meeting adjourned at 4:20pm.

MINUTES

SAN MATEO RAIL CORRIDOR TMA Board of Directors

June 11, 2018
400|450 Concar
400 Concar Drive, San Mateo, CA

Present: Sarah Etheredge – MidPen Housing Corporation (Delaware Pacific)
Donovan Cole – Westlake Urban (2000 Delaware)
Nataya Boonmark – Land & Houses (Mode by Alta)
Sam Cheikh – Hines (400|450 Concar)

Staff: John Ford – Commute.org

Guests: Bethany Lopez – City of San Mateo
Ryan Brunmeier – City of San Mateo
Sue-Ellen Atkinson – City of San Mateo
Nikki Chan – City of San Mateo
Gina Ishida – Land & Houses (Mode by Alta)
Drew – Resident, City of San Mateo

Since a quorum of the board was not achieved, the meeting was conducted as an information only meeting.
No actions were taken.

MINUTES
SAN MATEO RAIL CORRIDOR TMA
Board of Directors

September 10, 2018
Engineering Office, City of San Mateo
1900 O'Farrell Avenue, San Mateo, CA

Present: Sarah Etheredge – MidPen Housing Corporation (Delaware Pacific)
Jessica Smith – Westlake Urban (2000 Delaware)
Deanna Chalfant – Essex Property Trust (Station Park Green)
Stacy Servin – Land & Houses (Mode by Alta)
Adam Hamilton – Wilson Meany (Bay Meadows)
Julie Baigent – Concar Enterprises
Julie Venturi – Franklin Templeton
Steve Osborne – The Nueva School

Staff: John Ford – Commute.org

Guests: Bethany Lopez – City of San Mateo
Sue-Ellen Atkinson – City of San Mateo
Jay Yu – City of San Mateo
Drew - Resident

1. The meeting was called to order by TMA Vice Chair Deanna Chalfant at 2:00pm.
2. Approvals
 - Minutes from the March 12, 2018 board meeting were approved as presented (M/S by Sarah/Adam)
 - Financial statement from August 31, 2018 was reviewed and approved (M/S by Sarah/Stacy)
3. Report from Acting Executive Director (John Ford)
 - TMA dues for 2018 have all been paid with the exception of The Nueva School which is processing the invoice this month.
 - There have been no new projects approved by the city which require membership or participation in the TMA.
4. City of San Mateo Update (Bethany Lopez/Jay Yu)
 - Bethany Lopez gave a report that included:
 - Invoicing for FY 16/17 & FY 17/18: Invoice was given to John before the meeting. It includes billing for the past two fiscal years. It does not include staff time for enforcement activity. John was asked to review the invoice detail and contact the city with any questions.
 - SIC Review: The city's Sustainability and Infrastructure Committee (SIC) will be meeting on Wednesday, September 12 to review the updated TDM plans being submitted by MidPen Housing and Westlake Urban to comply with the driveway count issues that arose during the 2017 count.

- The city has contracted with a vendor to perform the 2018 driveway and intersection counts in October. The date(s) when the counts will be conducted will not be announced, but results should be available at the next board meeting.
- The board engaged in discussion about how ride-hailing trips (TNC) will be counted. If a resident/employee uses a provider such as Uber and that vehicle enters and exits the driveway during the counting process, the city confirmed that it will be counted as two trips.
- Jay Yu gave a report that included:
 - PG&E project on Delaware is currently 3 weeks behind schedule with estimated completion now slated for the end of October.
 - Hillsdale Caltrain station move is currently 1 month delayed (December start). Station is scheduled to be closed for 5 months once the project starts. Trains will be diverted to Belmont with some additional service expected at Hayward Park. Caltrain has not published a schedule, so the city could not confirm the impact on the schedule.
 - Grade separation projects are 6 months behind schedule, but the city expects them to make up some of that time in 2019.

5. Project Updates

- Wilson Meany – Station 1 and Station 5 are not yet under development and the city is reviewing the developer's request to expand the size of the project from its most current plan. The board was shown the "What's Happening in Development" page on the city's web site and learned about the information available on the site including documents and plans posted relative to the WM project.
- Franklin Templeton – 930/950 Franklin project is moving along well with summer 2019 as the target completion period.
- Westlake Urban (2000 S. Delaware) – 60 units fully occupied
- Essex Property Trust (Station Park Green) – 121 units completed and leased. 199 units scheduled for completion in January. 174 units scheduled for Q3 2019. Retail, including Starbucks, is 6 to 8 months away.
- Land & Houses (Mode) – 111 units – approximately 90% leased.
- The Nueva School – addition is underway with June 2019 scheduled for completion.
- MidPen Housing (Delaware Pacific/Peninsula Station) – both sites fully occupied – revised TDM plan to be presented to SIC on 9/12.
- Concar Enterprises – Passage at San Mateo has not yet received approval.
- Hines 400|450 Concar – WeWork has recently signed a lease for the second building.

6. New Business

- Donovan Cole moved on to a new job which left an opening on the board for the Chair's position. The board agreed that the succession procedure required the election of a new Chair. With a nomination/second by Deanna/Stacy, Sarah received the unanimous vote of the vote eligible board members in attendance to become the new Chair effective at the completion of the meeting. Since Sarah was the current Secretary/Treasurer, the board needed to vote in her replacement. With a nomination/second by Deanna/Sarah, Allie Stein was unanimously voted into the position of Secretary/Treasurer effective at the end of the meeting.
- No other new business

7. Adjournment: *The meeting adjourned at 3:00pm.*

MINUTES
SAN MATEO RAIL CORRIDOR TMA
Board of Directors

December 10, 2018
Engineering Office, City of San Mateo
1900 O'Farrell Avenue, San Mateo, CA

Present: Sarah Etheredge – MidPen Housing Corporation (Delaware Pacific)
Mollie Naber – MidPen Housing Corporation (Peninsula Station)
Janet Ng – Hines (400 | 450 Concar)
Stacy Servin – Land & Houses (Mode by Alta)
Adam Hamilton – Wilson Meany (Bay Meadows)
Julie Baigent – Concar Enterprises (Passage)
Brian Myers – Nuquest Ventures (Passage)
Julie Venturi – Franklin Templeton
Steve Osborne – The Nueva School

Staff: John Ford – Commute.org

Guests: Bethany Lopez – City of San Mateo
Sue-Ellen Atkinson – City of San Mateo
Ryan Brunmeier – City of San Mateo
Drew - Resident

1. The meeting was called to order by TMA Chair Sarah Etheredge at 2:05pm.
2. Approvals
 - Minutes from the September 10, 2018 board meeting were approved as presented (M/S by Stacy/Adam)
 - Financial statement from November 30, 2018 was reviewed and approved (M/S by Adam/Stacy)
3. Report from Acting Executive Director (John Ford)
 - TMA dues for 2018 have all been paid.
 - There have been no new projects approved by the city which require membership or participation in the TMA.
 - Sarah and Nevada will go to First Republic Bank to update the bank signer information. John will coordinate with the other signers to get their information updated.
4. Project Updates
 - Wilson Meany – Residential 4 (80 units) is scheduled to start construction in 2019.
 - Franklin Templeton – 930/950 Franklin project is moving along well with May/June 2019 as the target completion period.
 - Mode – working with the city to plan for conversion of some 2-bedroom units to studios due to demand for smaller units.
 - The Nueva School – addition is underway with July 2019 scheduled for completion.

- MidPen Housing (Delaware Pacific/Peninsula Station) – both sites fully occupied – Mollie Naber replacing Nevada Merriman as the second representative from MidPen on TMA.
- Concar Enterprises – Passage at San Mateo hoping to go to planning commission in late spring/early summer 2019. Adding on-site daycare to the project.
- Hines 400|450 Concar – WeWork has been moving in to the 400 Concar location and should be fully occupied soon.

5. City of San Mateo Update (Bethany Lopez/Sue-Ellen Atkinson/Ryan Brunmeier)

- City staff gave a report that included:
 - Bike master plan update has begun – A Wikimap has been created – expected to go to council in November 2019
 - An RFP is close to finished for the new downtown TMA – city plans to release it in January 2019 – expected to create a new 501(c)6 non-profit organization.
 - Community feedback is being accepted on plans to improve the Fashion Island Blvd and 19th Avenue intersection – please contact the city if you have input
 - Beginning on December 13, part of the Caltrain parking lot at the Hillsdale station will be closed for installation of electrical equipment for the electrification project
 - Waters Park residential development is expected to go to city council for final approval in January 2019

6. New Business

- John gave a presentation on the Caltrain grade separation and Hillsdale station move. He presented slides that were generated by Caltrain for a November 2018 community meeting. He also reviewed the impact of the April 2019 Caltrain schedule changes – minimal changes on weekday trains for the three San Mateo stations. Finally, John led a discussion on the plans to close the Hillsdale station in September/October 2019 for up to six months while it is relocated. Caltrain plans to shift all trains to Belmont and use a combination of shuttles and SamTrans buses to move commuters back to the Hillsdale area. Efforts to lobby for more service at Hayward Park during the closure have not been successful thus far, but John will continue those efforts and may ask TMA members for letters of support for such changes.
- City staff reviewed the driveway counts that were taken on November 13. Several factors may have had an impact on this year's counts: (1) the counts were taken approximately one month later than the prior year (2) daylight savings time ended prior to the count which meant less daylight in the afternoon which could have affected the counts (3) the Camp Fire started on November 8th and the smoke was impacting the San Mateo area on the day of the counts. Staff did not indicate if adjustments would be made based on these factors. Staff is planning to present the counts and a draft report to the Sustainability Commission in February with a final report going to City Council in March.
- The board did not have any feedback on the "Priorities for 2019" agenda item, but John asked members to send him ideas in advance of the March 2019 meeting so that they could be built into the draft budget.
- The board reviewed the proposed meeting dates for 2019 and agreed to the schedule of March 11, June 10, September 9, and December 9. John asked members to contact him if they are interested in hosting a meeting at their location.
- No other new business

7. Adjournment: *The meeting adjourned at 2:57pm.*

***San Mateo Rail Corridor TMA
Membership & Board of Directors Meeting Schedule 2019***

PROPOSED MEETINGS

Date	Meeting Description	Start Time	Location
March 11, 2019	Annual Membership Meeting - Election of Directors - Approval of Budget - Establishment of Dues Annual Board of Directors Meeting - Election of Officers - General Business	2:00 pm	
June 10, 2019	Q2 Board of Directors Meeting	2:00 pm	
September 9, 2019	Q3 Board of Directors Meeting	2:00 pm	
December 9, 2019	Q4 Board of Directors Meeting	2:00 pm	