Fehr & Peers

Castilleja TDM Monitoring Report

Spring 2025



August 2025

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Spring 2025

Prepared for:
Castilleja School

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Executive Summary

The Castilleja TDM Monitoring Report satisfies the COA requirement related to monitoring the number of trips and travel conditions to and from Castilleja. The key findings are listed below:

- Castilleja's Final TDM Plan was submitted by the School and approved by the City of Palo Alto in accordance with the City's Condition of Approval ("COA") 20. The intent of the plan is to reduce the AM peak hour and daily vehicle trips, and parking demand at the School to ensure compliance with the COA.
- For the Spring 2025 monitoring period, there were 1,014 average weekday (Monday to Friday) daily trips while school was in session and 369 average daily trips while summer camp was in session. Both averages are below the trip cap of 1,198 daily trips. During the school session, there were 334 average AM peak hour[1] trips and during the camp session there were 167 average AM peak hour trips. Both AM peak hour averages are below the trip cap of 383.
- For the Spring 2025 monitoring period, during the 7:00 AM – 9:00 AM arrival period, the mode split while school was in session was as follows:
    - 60 percent of all students used alternative transportation modes (bike, walk, school bus/shuttle, and carpool).
        - 36 percent of all students used the School's Caltrain shuttle or school buses to get to campus.
        - 10 percent of all students walked to campus.
        - 5 percent of all students rode bicycles to campus.
        - 9 percent of all students carpooled to school and were dropped off by a parent or guardian.

Parking demand at the School was determined based on the combined peak occupancy of the three on-campus parking lots and street frontages bordering the School. The total parking supply in Spring 2025 was 104 spaces. There are typically a total of 150 parking spaces in the on-campus parking lots and street frontages of the campus; however, during the Spring monitoring period, the Administrative Lot and Senior Lot were closed due to construction. The peak occupancy of 76 percent was determined based on hourly manual counts of the on-campus and on-street parking along street frontages bordering the School while School was in session. This indicates there were available spaces on the campus and at the campus frontages. The daily peak parking demand while school was in session (including the expanded study area) was 115 vehicles or 0.275 vehicles per student given an enrollment of 416 students.

[1] Peak hour refers to the hour with the highest vehicular volume within the two-hour peak period (7:00 AM to 9:00 AM). Analysis for AM peak hour trips at driveways and adjacent streets utilizes the peak hour per the CUP. The average AM peak hour trip count was calculated using data from the automated driveway counters placed at all entrance and exit driveways to the school, per the CUP.

1. Introduction

Located in Palo Alto, California, Castilleja School is an all-girls middle school and high school. The campus is bordered by Embarcadero Road to the north, Kellogg Avenue to the south, Bryant Street to the east and Emerson Street to the west. The current enrollment on campus is 416 students (Spring 2025), which includes 6th through 12th graders. Of the 416 students, 45 percent live within a 5-mile radius of campus.

The School's Conditional Use Permit ("CUP"), an entitlement permit approved in the City of Palo Alto *Record of Land Use Action*, dated June 6, 2022 ("RLUA"), requires that Castilleja meet trip cap targets of 1,198 average daily trips (ADT) and 383 average AM peak hour trips, to avoid traffic impacts. The trip cap targets apply for the weekdays when the School is in session, excluding holidays, event days, and non-school days (e.g., faculty work days), and construction trips.

The Transportation Demand Management Plan ("TDM Plan") was formally approved by the City of Palo Alto in 2023. Castilleja follows the TDM Plan while also updating/improving programs and strategies to comply with the trip caps and other requirements in the CUP, reduce parking demand, and minimize school-related disruptions and intrusions into the nearby residential neighborhoods. To that end, each year the School adopts a TDM Operations Guide & Program Manual to ensure compliance with the TDM Plan.

This report documents the programs in the current Castilleja TDM Plan and the ongoing TDM monitoring results including the mode split, driveway volumes (trip caps), and parking for the Spring 2025 monitoring period (March 2024 to June 2025). The sections are organized as follows:

- Section 3: TDM Plan
- Section 4: Loading Areas, Driveways, and Roadways
- Section 5: Mode Split
- Section 6: Parking
- Section 7: Conditions of Approval Matrix with Report Index

2. TDM Plan

The intent of the TDM Plan is to reduce AM peak hour and daily vehicle trips, and parking demand at the School. The TDM Plan serves as a publicly available resource to inform interested parties of the School's transportation-related requirements and activities to meet the CUP requirements. The following sections summarize the scope of the TDM Plan.

2.1 Scope of TDM Plan

The goal of the TDM Plan is to ensure that the School meets the average daily and average AM peak hour trip caps set by the City. Castilleja's TDM Plan describes the required mitigation strategies as well as other programs and activities the School uses to reduce vehicle trips. The major mitigation strategies include:

- Mode of Travel – The mode split mitigation strategies focus on developing incentive programs to encourage carpooling and non-vehicular travel modes, providing shuttle services, and not allowing juniors to drive.
- Communication and Education – Mitigation strategies such as increasing awareness of TDM programs through newsletters, assisting in the development of carpools, provisioning transportation alternatives by geographic area, and hosting events to encourage and promote the use of alternative modes are included in the Plan.
- Traffic Operations and Management – Traffic operations mitigation strategies include registering student and faculty/staff cars, traffic control during the morning peak, and ongoing traffic and parking monitoring. Beyond the TDM strategies, the TDM Plan describes how the School intends to address violations and enforcement.
- Parking Management – Parking strategies consist of School policies related to assigning parking areas by user type and the use of off-site lots and/or satellite parking areas.
- Summer Camp and Event Traffic Management – Summer camp mitigation strategies build off the strategies used during the academic year such as School personnel to manage daily drop-off/pick-up and providing drop-off/pick-up instructions to families. Special event mitigations include use of Spieker field for parking, providing shuttles to or from off-site or remote parking, and using traffic control personnel where necessary.

The *TDM Operations Guide and Program Manual* is the tool used to implement the TDM Plan and documents the strategies used to successfully reduce the number of daily and AM peak hour trips and minimize the transportation effects on the neighborhood. The *TDM Operations Guide and Program Manual* will be updated annually and describe the TDM Plan strategies for a given year.

In addition to the programs discussed above, the TDM Plan includes the following additional strategies:

- Develop a comprehensive incentive program for faculty, staff, and students for carpooling and using alternative means of transportation. (COA 25 a xxi, 21 a)
- Juniors are not allowed to drive to school, except that the School may make up to 5 exceptions at any given time. (COA 22m)

- At the beginning of *each semester*, Castilleja shall register all student cars, distribute I.D. tags, and review the traffic and parking policies with student drivers. (COA 25 a. x)
- At the *beginning of every school year*, Castilleja shall set aside scheduled time for all faculty and staff to register their cars, receive an I.D. tag and review the traffic and parking policies. (COA 25 a. ix)
- Provide bicycle safety education for students, parents, and staff to encourage students and staff to ride bicycles to and from school (MM 7a 16)
- Host school-wide bicycle encouragement events (such as competitions, incentives, and other fun events) to support biking, walking, carpooling, and transit use. (MM 7a 17)

2.2 TDM Monitoring and Reporting

The School is required to prepare monitoring reports for submission to the City of Palo Alto three times per academic school year until the School has reached maximum enrollment (or 5 students below maximum enrollment) for 2 years and has consistently met the average daily and AM peak hour trip caps. Once the School reaches maximum enrollment for two consecutive years and has consistently met the trip cap requirements, the School will only need to prepare monitoring reports twice a year. The schedule for conducting and submitting monitoring reports is shown in **Table 1**.

Castilleja currently collects TDM program data using the following methods:

- Driveway Traffic Counts: permanent vehicle counter devices installed on all campus driveways that electronically track all vehicles entering and exiting the campus. The counters collect the data in 15-minute intervals and the information is stored electronically[2].
- Bike, School Bus/Shuttle Usage: daily counts are collected on the number of students using School bus/shuttle and the number of bikes on campus.

In addition to the above methods, Fehr & Peers also collected field data, evaluated ongoing trends, and assessed the success of TDM programs, all of which is summarized herein. These additional methods include the following and are described in more detail in Sections 4 through 6 of the report.

- Campus driveway calibration (as summarized in **Section 4.2.3**, below) and
- Neighboring street daily volume counts over a 7-day period (as reflected in **Table 6 and 7**)
- Mode split counts at campus driveways (as reflected in **Chapter 5**)
- Parking occupancy counts (parking demand) (as reflected in **Chapter 6**)

[2] The permanent electronic counts were calibrated using the third-party counts collected at the loading areas and driveways as described in **Section 4.2.3**.

Table 1. Monitoring Schedule

Season	Monitoring Period	Monitoring Report Due Date
Report three times per academic school year		
Spring 2023[1]	March to June	August 15, 2023
Fall 2023[2]	July to October	December 15, 2023
Winter 2024[3]	November to February	April 15, 2024
Spring 2024[4]	March to June	August 15, 2024
Fall 2024[5]	August to October	December 15, 2024
Winter 2025[6]	November to February	April 15, 2025
Spring 2025[7]	March to June	August 15, 2025
Report two times per academic school year[8]		
Winter	July to December	February 1
Spring	January to June	August 1

Note:
1. Analysis for Spring 2023 was conducted and submitted to the City of Palo Alto in August 2023.
2. Analysis for Fall 2023 was conducted and submitted to the City of Palo Alto in December 2023.
3. Analysis for Winter 2024 was conducted and submitted to the City of Palo Alto in April 2024.
4. Analysis for Spring 2024 was conducted and submitted to the City of Palo Alto in August 2024.
5. Analysis for Fall 2024 was conducted and submitted to the City of Palo Alto in December 2024.
6. Analysis for Winter 2025 was conducted and submitted to the City of Palo Alto in April 2025.
7. This report due August 15, 2025, satisfies the monitoring requirements for Spring 2025.
8. The schedule for reporting two times per academic school year is dependent on Castilleja meeting maximum enrollment for two consecutive years and having consistently met the trip standards.

Source: Castilleja School TDM Plan, 2022.

2.3 Special and Major Events

For the Spring 2025 monitoring period, there were 62 days where school was in session, all of which were in person days. The first day of school for the Spring period was March 3, 2025 and the last day of school for the Spring period was June 6, 2025. A calendar of all in-school days during the monitoring period is included in **Appendix A**. Castilleja hosted one session of summer camp for elementary students during the Spring monitoring period starting on June 16[3]. The breakdown of school days, summer camp days, and holiday or event days is shown in **Table 2**.

[3] Summer camp session ended on June 27, 2025. The second session of summer camp started on June 30, 2025. One day of the new session was included in the Spring monitoring period.

Table 2. Breakdown of School/Non-School Days in Monitoring Period

Winter 2025 Semester	Number of Days
Academic School Year	
In Session School Days (March 3, 2025 – June 6, 2025)	62[1]
Holiday Days[2]	1 week (6 days)
Event Days	23 events over 17 days
Number of Weekend Days	36
Faculty Work Days	2[3]
Summer Camp Days	
Camp Days[4] (June 16, 2025 – June 30, 2025)	11 (2 weeks)
Summer Camp Holidays	1[5]

Notes:
1. Of the 62 days where school was in session, 49 days were non-event days. All in-person days are included in **Appendix A**.
2. Holidays included 5 days (1 week) of spring break from April 7, 2025 – April 11, 2025 and 1 holiday (Memorial Day; May 26, 2025).
3. Faculty Work Days occurred on March 14, 2025 and March 28, 2025.
4. Camp was in session from June 16, 2025 to June 30, 2025.
5. Summer camp holiday occurred on Juneteenth (June 19, 2025).

Source: Castilleja, 2025.

Castilleja hosts special events throughout the school year including school performances, athletic events, school hosted holiday celebrations/events, commencement, and events for prospective or newly admitted students and their families. Under the new CUP, the School is allowed to hold up to 50 special events and 5 major events per school year. Special events are events that attract 50 or more guests. Below is a list of required parking approaches from MMRP 4a based on the number of expected guests, which is also subject to modification based on the time of day the event takes place. A full list of events and associated parking strategies is listed in **Appendix B**.

- 50 – 80 guests during instructional hours[4]: Develop a parking plan, traffic monitors
- 80+ guests during instructional hours: Develop a parking plan, utilize traffic monitors, offer shuttle service to Caltrain
- 160+ guests outside of instructional hours: Develop a parking plan, utilize traffic monitors, offer shuttle service to Caltrain, provide satellite parking locations (if available)
- Fewer than 160 guests outside of instructional hours: Allow parking on on-site lots
- Castilleja has two remote parking lots each with 20-25 parking spaces. These Satellite parking areas are available during school hours with scheduled and/or on demand shuttle service. For all Major events, Castilleja School requests the use of a parking lot at Palo Alto High School and provides shuttle service

[4] Instructional hours are from 7:00 AM to 6:00 PM Monday through Friday.

When Castilleja is required to develop a parking plan for an event, the School takes the following into consideration:

- 25 offsite parking at First Presbyterian Church
- 20 offsite parking spaces at AME Zion Church with the option of adding 25 more spaces for a total of 45 spaces if necessary.
- 150 on campus and frontage street parking[5]
- The School reviews its past parking demand for the same or similar events (based on timing and number/type of guests) and uses the information to determine when there is a need to open Spieker field for additional parking.
- When there are events that will bring parents for committee or student information meetings with between 50–75 guests, the School asks employees to use the offsite parking to reserve all available parking spaces in the administrative lot for guest parking.

During the monitoring period covered by this report, 23 events occurred at the School. The events, dates and time, attendance, and parking strategy for these 23 events are listed below in **Table 3**.

Table 3. Castilleja Special Events from March 2025 to June 2025

Event Name	Event Date	Event Time	Event Size	TDM Parking Plan[1]
New HOS/Parent/ Guardian Coffee Reception	Friday, March 7, 2025	8:15am – 9:15am	50–100	Campus lots, campus curbside, satellite parking, Caltrain Shuttle
MS Spring Social	Friday, March 7, 2025	5:30pm–8:00pm	100+	Campus lots, campus curbside, satellite parking, 7 traffic monitors, Caltrain Shuttle
Dance Performance	Friday, March 14, 2025	7:00pm–9:30pm	100+	Campus lots, campus curbside, satellite parking, 7 traffic monitors, Caltrain Shuttle
Dance Performance	Saturday, March 15, 2025	2:00pm–4:30pm	100+	Campus lots, campus curbside, satellite parking, 7 traffic monitors, Caltrain Shuttle
Dance Performance	Friday, March 15, 2025	7:00pm–9:30pm	100+	Campus lots, campus curbside, satellite parking, 7 traffic monitors, Caltrain Shuttle

[5] During the Spring monitoring period, due to construction, the senior and administrative lots were closed, and additional spaces were added in the Bryant Driveway. During construction, there are 104 available on campus and frontage parking spaces.

Event Name	Event Date	Event Time	Event Size	TDM Parking Plan[1]
Junior/Senior Class Banquet/Dance	Friday, March 21, 2025	6:00pm – 10:00 PM	100+	Seniors are already on campus: Juniors being dropped off and picked up: Campus lots, campus curbside, 7 traffic monitors, Caltrain Shuttle available on demand
Upper School Swim Meet	Wednesday, March 26, 2025	3:30pm – 6:00pm	100+	Teams come in Vans: Campus lots, campus curbside, 7 traffic monitors, Caltrain Shuttles
Founder's Day	Friday, April 25, 2025	11:00am – 3:00pm	Major event	Caltrain shuttle, satellite parking, campus curbside, 7 Traffic monitors
Upper School Play	Friday, April 25, 2025	7:00pm – 9:30 pm	50 – 100	Campus lots, campus curbside, 7 traffic monitors, Caltrain Shuttle
Upper School Play	Friday, April 26, 2025	2:00pm – 4:00 pm	50 – 100	Campus lots, campus curbside, 7 traffic monitors, Caltrain Shuttle
Upper School Play	Friday, April 26, 2025	7:00pm – 9:30 pm	50 – 100	Campus lots, campus curbside, 7 traffic monitors, Caltrain Shuttle
New 9th Grade Families Reception	Tuesday, April 29, 2025	5:30pm – 7:30 pm	50 – 100	Campus lots, campus curbside, 7 traffic monitors, Caltrain Shuttle
CSA Parent Thank You Lunch	Thursday, May 8, 2025	10:00am – 2:00pm	50 – 100	Campus lots, campus curbside, satellite parking, 7 traffic monitors, Caltrain Shuttle
New 6th Grade Family Welcome	Friday, May 9, 2025	5:30pm – 8:00pm	100+	We have 70 or less cars. Campus lots, campus curbside, 7 traffic monitors, Caltrain Shuttle
Celebration of US Sports	Tuesday, May 20, 2025	5:30pm – 8:00pm	100+	Campus lots, campus curbside, satellite parking, 7 traffic monitors, Caltrain Shuttle
Spring Concert – Student Performance	Thursday, May 22, 2025	7:00pm – 9:00pm	100+	Campus lots, campus curbside, satellite parking, 7 traffic monitors, Caltrain Shuttle

Event Name	Event Date	Event Time	Event Size	TDM Parking Plan[1]
Taiwanese Night Market	Friday, May 23, 2025	4:15pm – 6:00pm	100+	Students already on campus, parents will pick up in driveways
Edupalooza/Middle School Gallery Walk	Monday, June 2, 2025	8:30am – 3:15pm	50 – 100	Campus lots, campus curbside, satellite parking, 7 traffic monitors, Caltrain Shuttle
Student Class Day	Thursday, June 5, 2025	1:00pm – 2:30 pm	50 – 100	50 or less cars: Campus lots, campus curbside, satellite parking, 7 traffic monitors, Caltrain Shuttle
Employee Retirement Party	Thursday, June 5, 2025	3:30pm – 5:00pm	50 – 100	50–70 cars: Campus lots, campus curbside, satellite parking, 7 traffic monitors, Caltrain Shuttle
8th Grade Promotion	Friday, June 6, 2025	1:00pm – 3:00 pm	50 – 100	Campus lots, campus curbside, satellite parking, 7 traffic monitors, Caltrain Shuttle
Baccalaureate	Friday, June 6, 2025	5:00pm – 6:00 pm	Major event	Caltrain shuttle, campus curbside, satellite parking, 7 Traffic monitors, Caltrain Shuttle
Graduation	Saturday, June 7, 2025	2:30pm – 5:00pm	Major event	Caltrain shuttle, campus curbside, satellite parking, 7 Traffic monitors, Caltrain Shuttle

Notes:

1. Traffic Monitors manage traffic and parking for special events only.

Source: Castilleja, 2025.

3. Loading Areas, Driveways, and Adjacent Streets

This section documents the pick-up/drop-off area operations, driveway volumes, and adjacent street ADT. For the purposes of this report, driveways are defined as vehicle access points to campus and are located on Castilleja's property. There are three pick-up/drop-off loops (total of six driveways) on campus. The loops are described in more detail below. There is an additional driveway that provides vehicular access to Castilleja's parking lots. Due to construction on campus, access to the Administrative Lot and Senior Lot were closed off during the Winter monitoring period. Adjacent streets refer to the public streets bordering the campus. This includes Embarcadero Road, Bryant Street, Kellogg Avenue, and Emerson Street.

Analysis for loading areas, driveways, and adjacent streets is collected daily and during the morning and afternoon peak periods (7:00 AM – 9:00 AM and 2:00 PM to 4:00 PM). Per the CUP, the analysis for average AM peak trips at driveways and adjacent streets utilizes the peak hour which refers to the hour with the highest vehicular volume within the two-hour peak period (7:00 AM to 9:00 AM).

3.1 Pick-up/Drop-off Area

The existing student pick-up/drop-off loops are on Bryant Street and Kellogg Avenue along the School frontage and in the employee parking lot at the corner of Kellogg and Emerson. The three one-way loops are designated right turn-in and right turn-out driveways. There are A-frame signs located at the driveway entrances and exits to remind drivers of the vehicle flow as shown in **Figure 1**. Signs are maintained by School staff. School personnel monitor traffic entering and exiting the loops.

All three loops have one-way circulation as shown in **Figure 2**. The Bryant loop has one lane for unloading/loading and one lane for passing. The Kellogg loop has one lane for unloading/loading. The on-campus drop-off lanes on Bryant Street and Kellogg Street can accommodate five to six vehicles and the dwell time[6] for vehicles is 5-10 seconds during the morning peak. The short dwell time minimizes queuing at the driveways. Counts and field observations of ingress and egress queues at the driveways were conducted in four 15-minute increments prior to start of school (8:30 AM) and the 15-minute increment after the end of the school day (3:15 PM). During student drop-off and pick-up, the vehicle queue in the drop-off/pick-up lane is on average five vehicles and a maximum of six vehicles for both drop-off loops. In the morning period, the vehicle queue exceeded the driveway by 1-3 vehicles in the 5 minutes before school started (8:25-8:30 AM). Traffic monitors helped to monitor queue spill over at the driveways. In the afternoon peak period there were no instances when vehicles queues exceeded the driveway. Staff were actively monitoring the driveways to reduce queueing and delay at the three loops and ensure compliance with School pick-up and drop-off procedures.

[6] Dwell time is the time a vehicle is stopped when dropping off or picking up students.

Figure 1: Driveway A-Frame Traffic Signs



Kellogg Driveway Exit – Right Turn Only Sign



Kellogg Driveway Entrance – No Left Turn Sign



Kellogg Driveway Exit Sign



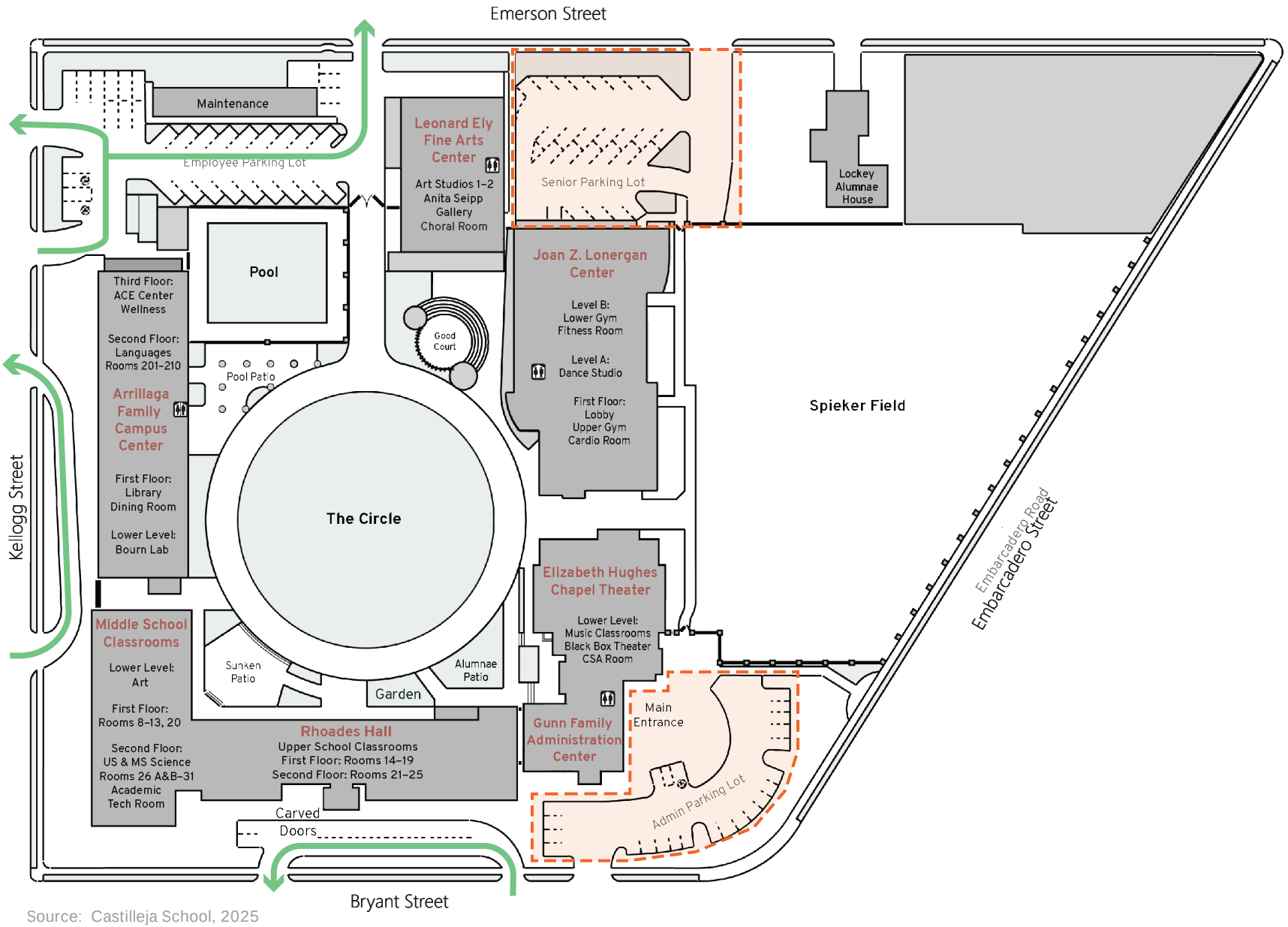
Bryant Driveway Exit Sign



Bryant Driveway Exit – Right Turn Only Sign



Administrative Lot Entrance (Pedestrian Access Only)



Source: Castilleja School, 2025

Driveway Access Path

Parking Lots Currently Closed

FIGURE 2

Castilleja Driveway Access

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3.1.1 Pick-up/Drop-off Process

Each loop has a designated team of attendants to assist with traffic management during the AM and PM peak periods. All attendants wear yellow vests when managing traffic and are provided with a copy of the *Traffic and Neighborhood Monitoring Guidelines*. These attendants monitor to ensure compliance with parking and drop-off requirements, including restricting parking or drop-offs in the surrounding neighborhood.

For the 2024-2025 school year, the class start time was 8:30 AM and the end time was 3:15 PM. The drop-off and pick-up locations are assigned based on grade. **Table 4** summarizes the designated drop-off location for students in each grade.

The following describes the pick-up/drop-off activities conducted by the School's traffic attendants:

- Morning Drop-Off: Seven attendants manage drop-off traffic from 8:05 AM to 8:30 AM. Three are located at Bryant Driveway (one at the entrance, one at exit, and one in the loading area), two are at Kellogg Driveway (one at the entrance and one at the exit), and one at Emerson driveway exit. The seventh attendant is not assigned to a specific location. Depending on the need, they are commonly positioned at the corner of Kellogg/Bryant, near the corner of Embarcadero/Bryant, or at the bus drop-off point. Attendants stationed at the corners are monitoring that students/employees walking to campus were not dropped off or parked in the neighborhood.
- Daily Neighborhood Parking Monitor: Throughout the school day Castilleja employees monitor parking one block from the School in each direction on Kellogg Ave, Bryant Street, Emerson Street and Melville Avenue. The employees check for parked cars with Castilleja stickers. If a student or employee is found parked in the neighborhood, they are instructed to move their car immediately and the incident is logged.
- Afternoon Pick-Up: Seven attendants manage pick-up from 3:05 PM to 3:25 PM. Three are located at Bryant Driveway (one at the entrance, one at exit, and one in the loading area), two are at Kellogg Driveway (one at the entrance and one at the exit), and one at Emerson driveway exit. The seventh attendant is stationed at the corner of Kellogg and Bryant to observe whether there are parents waiting or picking up students on the surrounding streets.
- Traffic attendants[7] are asked to report issues to the School via email with the student/parent's name and a description of the issue. Traffic attendants will also report any excessive vehicle queues, safety concerns, or other recommendations to improve safety and circulation. During this monitoring period no issue reports were logged.

[7] **Traffic Attendants** refer to Castilleja's employees or security guards that assist daily with morning and afternoon management and parking.
Traffic Monitors refer to attendants that are hired to make sure that all vehicles park legally & safely when attending special events.

Table 4. Castilleja School Student Drop-Off Locations

Grade Levels	Drop-Off Location
Grade 6 & 8	Bryant driveway
Grade 7 & 9 – 12	Kellogg driveway
Student Carpools	Employee Lot

Source: Castilleja, 2024.

Castilleja maintains ongoing communication with parents to remind them that drop-off, pick-up, and/or parking in the neighborhood are prohibited. The School has employees assigned to walk the streets adjacent to the School to monitor street drop-offs, pick-ups, and parking in the neighborhood.

During the summer camp sessions, parents are instructed to follow similar rules as during the school year. A letter to parents was sent out before the session instructing them on the pick-up and drop-off process. To minimize queuing and better disperse pick-up and drop-offs, students were assigned to different pick-up and drop-off locations based on camper last name. At the beginning of each summer camp session, each parent was provided a placard to be displayed on the dash of the car as shown in **Figure 3** with their camper's name and an assigned pick-up and drop-off location and time slot. Summer camp pick-up and drop-off occurred at the Bryant and Kellogg loops and the employee lot and were split evenly between the following time periods:

	Drop-off	**Pick-up**
Group 1	8:30-8:40 AM	4:00-4:15 PM
Group 2	8:40-8:50 AM	4:15- 4:30 PM

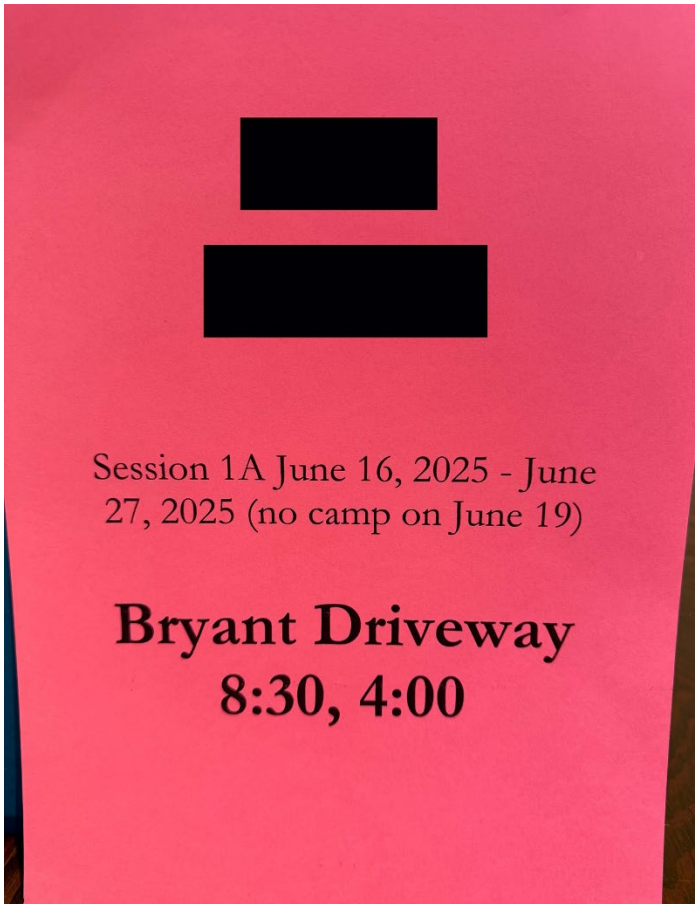


Figure 3: Example Summer Camp Student Name Placard

3.1.2 Pick-up/Drop-off Location Distribution

Table 5 summarizes the drop-off distribution while school was in session for each street loading area based on average vehicle trips during the AM (7:00 AM – 9:00 AM) and PM (2:00 PM to 4:00 PM) peak periods based on the mode share field observation. Of the students who were dropped off during the AM peak period, 54 percent were observed at Bryant Street, 37 percent were observed at Kellogg Avenue, and 9 percent were observed in the Emerson Street parking lot.

Compared to previous monitoring periods including Spring 2024 (51 percent at Bryant Street, 38 percent at Kellogg Avenue, and 11 percent at Emerson Street) Spring 2025 had a similar distribution of students at the Bryant Street Loop. The small changes in distribution compared to Spring 2024 is likely because 6th graders are assigned to the Bryant Street drop-off location but in Spring 2024, there were no 6th graders on the Bryant Street Campus. During this monitoring period, 6th graders have returned to campus and may have shifted the distribution of trips across the three drop-off locations. Furthermore, due to construction, the Senior Lot was closed to vehicle access, likely resulting in a smaller number of students that were dropped off in the Emerson Street Senior Lot & Employee Lot Exit.

Table 5. Castilleja School Student Drop-Off/Pick-Up Distribution

Location	Target Distribution Percentage[1]	AM Peak Period			PM Peak Period[2]		
		Average AM Drop-Off Headcounts	Percentage	Delta	Average PM Pick-Up Headcounts	Percentage	Delta
Bryant Street Loop & Administrative Lot	43%	99	54%	11%	46	46%	3%
Kellogg Avenue Loop & Employee Lot	30%	69	37%	7%	50	51%	21%
Emerson Street Senior Lot[3] & Employee Lot Exit	27%	17	9%	-18%	3	3%	-24%
Total	100%	185	100%	-	99	100%	-

Notes:

1. Target distribution percentages are outlined in the *Castilleja School Expansion EIR Appendix E: Traffic Impact Study* (2020).
2. Afternoon pick-up period is over a longer period of time compared to the morning drop-off period, therefore even though there is a higher percentage at the Kellogg Avenue Loop in the PM, traffic is dispersed over a longer period of time. Therefore, the higher percentage at the Kellogg Avenue Loop does not necessarily mean there will be queues at the driveway.
3. The senior lot was closed due to construction during the monitoring period.

Source: Fehr & Peers, Castilleja, 2025.

3.2 Driveway Volume

To monitor the driveway volume and evaluate the trip count compliance with the COA 22 requirement of ADT and AM peak hour trip cap, Castilleja installed automated counters at all campus driveways to collect vehicular volumes. Daily vehicle counts were collected at Castilleja School driveways (nine sensors in total), shown in **Figure 4**.

1. Bryant Street Administrative lot driveway (bi-directional)
2. Bryant Street loop driveway inbound
3. Bryant Street loop driveway outbound
4. Kellogg Avenue loop driveway inbound
5. Kellogg Avenue loop driveway outbound
6. Kellogg Avenue Employee Lot west driveway (bi-directional)
7. Kellogg Avenue Employee Lot east driveway (bi-directional)
8. Emerson Street Employee Lot exit-only driveway
9. Emerson Street Senior Lot driveway (bi-directional)

Due to the closure of Administrative and Senior lots, driveway volumes at driveways 1 and 9 were not included during this monitoring period.

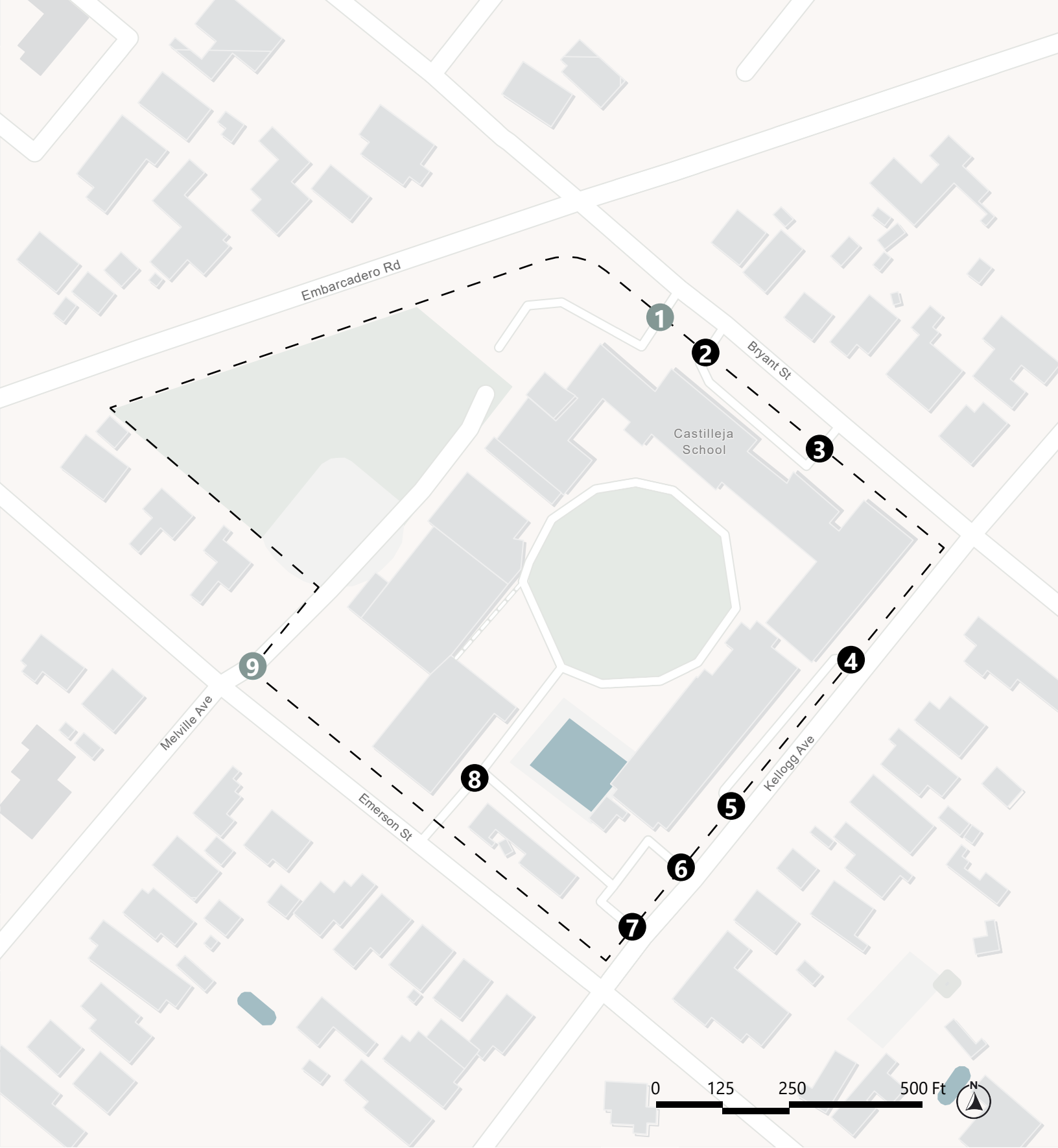


FIGURE 3

Driveway Count Sensor Locations

Fehr & Peers

3.2.1 Automated Traffic Counting Devices

The automated counters are Sensys FlexMag sensors that are installed in the driveway pavement close to public right of ways. The sensors use wireless magnetometer technology for vehicle detection and transmit real-time data to a central database. The devices are self-calibrating and require no ongoing maintenance until the batteries need replacement. The Sensys support team monitors the system daily via diagnostic tests and receives alerts when anomalies occur.

The vehicle volumes are collected and reported in 15-minute intervals, 24 hours a day. The 15-minute count data is stored on the SNAPS Server database managed by Sensys. The data will be stored for three years and can be accessed as needed. Castilleja runs a daily report to download the data on Castilleja's server and Fehr & Peers obtains this data from Sensys for the monitoring reports. Castilleja will post the monitoring report on its neighborhood portal three times a year on December 15, April 15, and August 15. Castilleja will post the count data concurrently with the submittal of traffic monitoring report to the City.

For March 2025 to June 2025, the individual weekday driveway volumes by 15-minute intervals are attached electronically as **Appendix D**.

3.2.2 Average AM Peak and Average ADT

The Spring 2025 monitoring period is from March 2025 to June 2025. The analysis considers the typical weekdays when school is in session and weekdays when summer camp is in session during the monitoring period. Per the CUP, weekends, holidays, non-school days (i.e., faculty work days), and scheduled event days are not included in the analysis. The 15-minute driveway volumes are aggregated into hourly and daily volumes for each typical weekday. **Figure 5** shows the individual weekday school and summer camp daily total volume for the campus during the March 2025 to June 2025 monitoring period, excluding the event days and non-school days. The average number of daily trips that occurred during the monitoring period is required to be below the daily trip cap of 1,198 trips. During the Spring monitoring period while school was in session, the average number of weekday (Monday to Friday) daily trips was 1,014 trips. During the Spring monitoring period during summer camp, the average number of weekday (Monday to Friday) daily trips was 369 trips. Both averages were below the average daily trip cap of 1,198 trips. There were no days where the daily volumes exceeded the daily trip cap.

The individual weekday school session and summer camp session AM peak hour volumes are shown in **Figure 6**. The peak hour is the hour with the highest vehicular volumes within the two-hour peak period (7:00 AM to 9:00 AM). The AM peak hour for the Spring 2025 monitoring cycle was calculated to be from 7:45 AM to 8:45 AM. While school was in session, the average AM peak hour volume was 334 trips. During summer camp, the average AM peak hour volume was 167. Both averages are below the average AM peak hour trip cap of 383 trips during the monitoring period. There were two weekdays where the AM peak hour volumes exceeded the AM peak hour trip cap; March 5 (387 trips) and May 12 (397 trips). There were field trips on both days which likely attributed to increased trips as parents were dropping off students.

3.2.3 Calibration of Automated Counts

Fehr & Peers calibrates the automatic counters once a year during the Winter monitoring period to ensure that the automatic counts are consistent with the pick-up and drop-off activities on campus. To calibrate the automated driveway counts, Fehr & Peers collected driveway counts via roadway count equipment (pneumatic hoses) at the same nine locations from 7:00 AM to 7:00 PM during which most of the daily activities occur. These daily counts were compared to the automated Sensys counts for the day for the period 7:00 AM to 7:00 PM. For both days the comparison showed that the automated counts were between 5 and 15 percent higher than the calibration counts, which is well within the margin of error of the count equipment. Further, the Sensys counts were slightly higher than the calibration counts, or in other words the Sensys results are more conservative.

Figure 5: Daily Total Volume (Excluding Events/Holidays)

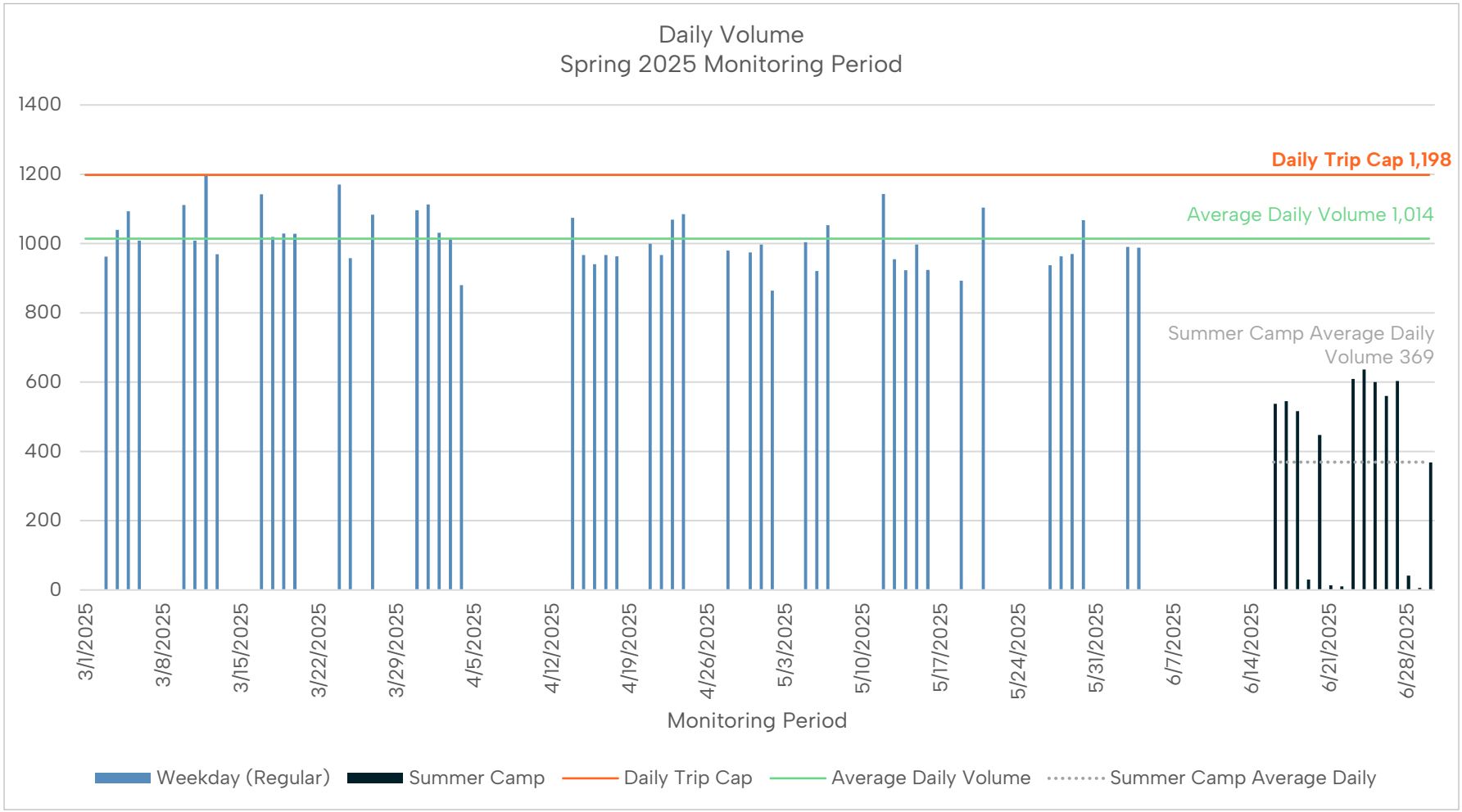
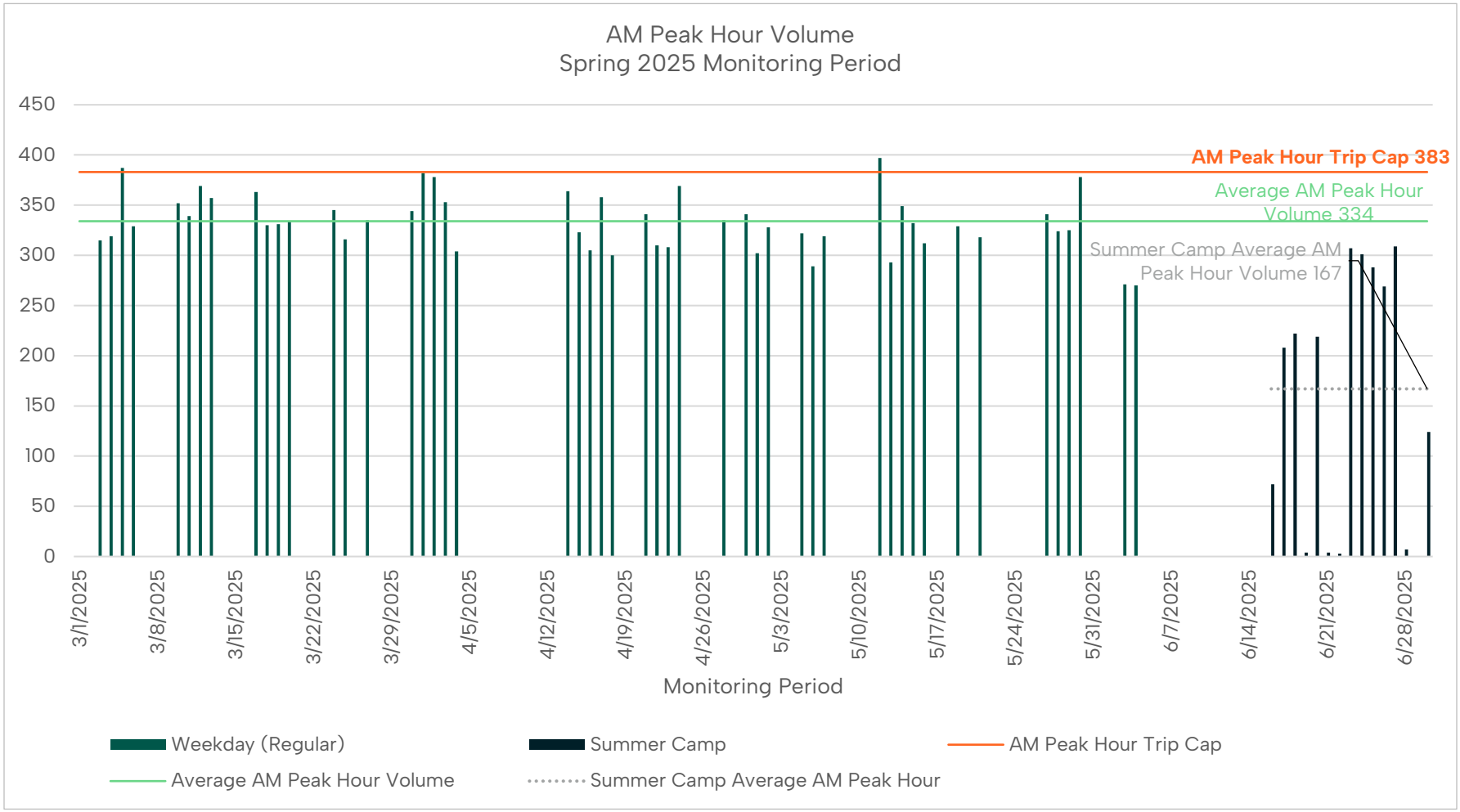


Figure 6: AM Peak Hour Volume (Excluding Events/Holidays)



3.3 Adjacent Street ADT and AM Peak Counts

Roadway ADT refers to all vehicle trips on the streets adjacent to the School frontage. Per COA 22 g and COA 24 b.iv temporary roadway count equipment (pneumatic hoses) was installed for seven days to track weekday and weekend trips on adjacent streets (Bryant Street, Emerson Street, and Kellogg Avenue). The counters record the number of vehicles crossing the hoses in each direction including vehicles which may not be going to the school. These differ from driveway counts which record every vehicle (twice) as it enters and exits the School driveways. The counts from the adjacent streets are used for ongoing monitoring by the City and may be used for possible adjustments to the TDM plan, however, they are not intended to determine a violation of Castilleja's CUP.

During the AM drop-off period, each vehicle using the loading areas is counted as two trips (entering and exiting). However, these vehicles only represent one trip on the adjacent streets. The adjacent street ADT also includes neighborhood through traffic. Therefore, the relationship between trips on the adjacent streets and trips using the campus driveways is not comparable. The 330 vehicle trips counted at the driveways reflect approximately 165 vehicles.

Table 6 presents the average weekday and weekend ADT on each of the adjacent streets and **Table 7** shows the average trips during the weekday and weekend AM peak hours.

Table 6. Average Daily Trips (ADT) (Adjacent Street Counts)

Street	Cross Streets	Average Daily Trips	
		Weekday	Weekend
Bryant Street	Embarcadero Road and Kellogg Avenue	871	532
Emerson Street	Melville Avenue and Kellogg Avenue	669	384
Kellogg Avenue	Emerson Street and Bryant Street	855	276

Source: Fehr & Peers, 2025.

Table 7. Average AM Peak Hour[1] Trips (Adjacent Street Counts)

Street	Cross Streets	Average Daily Trips	
		Weekday	Weekend
Bryant Street	Embarcadero Road and Kellogg Avenue	99	12
Emerson Street	Melville Avenue and Kellogg Avenue	76	9
Kellogg Avenue	Emerson Street and Bryant Street	161	6

Notes:
1. AM peak hour is from 7:45 AM to 8:45 AM according to the school field count.

Source: Fehr & Peers, 2025.

To illustrate travel behavior over time, **Table 8** and **Table 9** shows the ADT and average AM peak hour trips from this monitoring period (Spring 2025) and the previous three monitoring periods. Because there are differences in weather and travel behavior from period to period, there are variations in the trips. Generally, the number of trips is consistent across the three monitoring periods. Compared to Spring 2024, the number of weekday trips along the adjacent streets is generally consistent across all driveways. The number of trips is slightly lower on Bryant Street and higher on Emerson Street and Kellogg Avenue.

Table 8. Average Daily Trips (ADT) Trips Over Time (Adjacent Street Counts)

Adjacent Street Segment Counted	Trip Type	Spring 2024	Fall 2024	Winter 2025	Spring 2025
Bryant St: Embarcadero Rd & Kellogg Ave	Weekday	890	942	753	871
	Weekend	364	603	319	532
Emerson St: Melville Ave & Kellogg Ave	Weekday	641	739	649	669
	Weekend	322	260	277	384
Kellogg Ave: Emerson St & Bryant St	Weekday	848	656	781	855
	Weekend	319	297	246	276

Source: Fehr & Peers, 2025.

Table 9. Average AM Peak Hour[1] Trips Over Time (Adjacent Street Counts)

Adjacent Street Segment Counted	Trip Type	Spring 2024	Fall 2024	Winter 2025	Spring 2025
Bryant St: Embarcadero Rd & Kellogg Ave	Weekday	99	104	86	99
	Weekend	8	22	10	12
Emerson St: Melville Ave & Kellogg Ave	Weekday	90	70	67	76
	Weekend	7	6	8	9
Kellogg Ave: Emerson St & Bryant St	Weekday	163	110	146	161
	Weekend	7	11	14	6

Notes:
1. AM peak hour is from 7:45 AM to 8:45 AM according to the school field count.

Source: Fehr & Peers, 2025.

4. Mode Split

This section describes the mode split for student arrival to campus from the April 2025 field and survey data while school was in session. Based on the counts and shuttle ridership provided by the School, approximately 60 percent of the students use alternative transportation modes (carpools, bike, walk, school bus/shuttle).

Due to the substantially lower attendance during summer camp (146 campers), mode split counts were not collected during the two-week summer camp session. Although mode split during the summer camp is not reported, Castilleja continues to encourage carpooling and the use of alternative transportation modes such as walking and biking to get to campus during the summer camp sessions. Shuttles and buses are not provided while summer camp is in session.

4.1 Student Mode Split

Fehr & Peers used a third-party vendor Traffic Data Service to conduct field counts at Castilleja. Surveyors observed the morning drop-offs and recorded the number of students per vehicle. The overall student arrival mode split was determined from field observations, vehicle counts of inbound private vehicles, shuttles, buses, pedestrians, and bicyclists during the morning school arrival period (7:00 AM-9:00 AM) on Tuesday April 15 and Thursday April 17. The raw count data collected by surveyors is included as **Appendix C**. Surveyors were instructed to collect information on the following items:

- Number of vehicles entering and exiting the school at each driveway and on-street drop-off/pick-up points, and occupancy of each vehicle
- Number of Castilleja students exiting from each car (drop-offs)
- Number of student bicyclists and pedestrians entering and exiting the School
- Number of riders on each shuttle entering or exiting the campus

As shown in **Table 10**, during the 7:00 AM – 9:00 AM arrival period, highest mode split (49 percent) was students who were dropped off on campus (40% were dropped off alone and 9% carpooled). The observed vehicle occupancy for dropped off trips was 1.10 students per vehicle. Students that drove and parked on campus were not observed as the senior parking lot was closed due to construction. Seniors who have heavy items or equipment may use shuttles to the school from the off-site First Presbyterian Church parking lot; and walk to campus from the lot.

The mode split of students taking transit includes Caltrain, school buses, and shuttles. The Caltrain shuttle (operated by the School) provides service between the Palo Alto Downtown Caltrain Station and campus. The trips are timed based on the scheduled arrival times in the AM peak period and departure time in the PM peak period. Castilleja offers five AM Peak hour Caltrain Shuttles and five PM Peak hour Caltrain Shuttles. The Castilleja school buses provide service between designated pick-up locations and the School. During the monitoring periods, there were seven school bus routes that serve students living in San Mateo, Los Altos, San Carlos, Woodside, Stanford Hills, Burlingame, Menlo Park, East Palo Alto, and Portola Valley.

Table 10. Student Morning Arrival Mode Share

Mode	Students[1,2]	Percent
Drop-Off	185	49%
Single Student	151	40%
Carpool	35	9%
Drive & Park on Campus	0	0%
Drive alone	0	0%
Carpool	0	0%
Walk	38	10%
Bike	20	5%
Transit[3]	135	36%
Bus	111	30%
Shuttle	8	2%
Caltrain	16	4%
Total	379	100%

Notes:
1. The number of student arrivals was counted during the 7:00 AM – 9:00 AM arrival period and will be different than total enrollment due to students arriving before or after the peak period and student absences.
2. There were 405 students in attendance on April 15th and 383 students in attendance on April 17th.
3. Rider count is obtained from Castilleja. The field data collection counts the total riders that get off the buses and shuttles but does not try to ascertain the shuttle type.

Source: Fehr & Peers, 2025.

On average, approximately 10 percent of students walked to campus and 5 percent of students rode bicycles to campus on the monitoring day. We observed that 9 percent of students carpooled by being dropped off. In total, about 60 percent of the students used alternative transportation modes (bike, walk, school bus/shuttle, carpool).

4.2 Bike Usage

Castilleja provides 100 bike parking spaces throughout the campus and collects bike counts on a daily basis while school is in session. The Spring monitoring counts described in the previous section show that an average of 20 students biked to school during the AM peak period. The daily counts collected by the School in the period from March 2025 to June 2025 showed that an average of 35 people biked to campus on a typical weekday. Therefore, the bike supply is sufficient to serve the demand. The Castilleja count is based on bicycles parked on school bike racks mid-day and does not differentiate between students and staff. The School also provides bicycle repair facilities to encourage bicycle use and increase convenience.



Source: Fehr & Peers, 2025

5. Parking

5.1 Parking Supply & Operations

Currently, Castilleja provides on-site, curbside (on street frontage[8]), and off-site parking in satellite parking lots for students, staff, and visitors. While on-site parking typically includes the Administrative lot, Employee lot and Senior lot, during the Spring 2025 monitoring period, the Administrative Lot and Senior Lot were closed due to construction. The on-site parking lot supply for Spring 2025 is 44 spaces and does not include any student spaces. Due to the closure of the Administrative Lot and Senior lot, 51 spaces were lost and 5 spaces were added to the Bryant Driveway. To avoid conflicts during drop-off and pick-up time, parking in the temporary guest spaces is only permitted from 8:40 AM to 2:50 PM. In addition to the on-site parking, there are about 60 public spaces along the School frontage where visitors can park. Other vehicles not related to the School can also park in these curb spaces. Students are not permitted to park on the street; instead, seniors must park at the First Presbyterian Church lot and juniors are allowed to park at AME Zion Church lot. Street parking used by the School includes the following areas:

- South side of Bryant Street between Embarcadero Road and Kellogg Avenue
- West side of Kellogg Avenue between Bryant Street and Emerson Street
- North side of Emerson Street along Castilleja frontage

In addition to the adjacent street frontages there are several streets in the neighborhood that the School has monitored in the past. These areas are called the Expanded Study Area and include the following six street segments:

- West side of Kellogg Avenue between Bryant Street and Waverley Street
- South side of Waverley Street between Kellogg Avenue and Churchill Avenue
- South side of Bryant Street between Kellogg Avenue and Churchill Avenue
- North side of Emerson Street between Kellogg Avenue and Churchill Avenue
- West side of Kellogg Avenue between Emerson Street and Alma Street
- East side of Melville Avenue between Emerson Street and Alma Street

Castilleja has secured two off campus parking options for employees, students, and parents/guardians:

- First Presbyterian Church (25 spaces; 0.4 miles from campus)
- AME Zion Church (20 spaces; 2.5 miles from campus). Shuttles are provided in the morning and afternoon to and from the AME Zion Church Location.

[8] Streets frontages are defined in this report as the curbside (including parking area) and is used for the parking analysis. Adjacent streets, as defined earlier in the report, refers to the portion of street that includes the travel lanes and is used when referring to vehicle trips that pass through the street.

5.2 Parking Demand Monitoring

Manual parking occupancy counts were conducted in the on-site campus parking lots and along the street frontages on Tuesday April 15, 2025, and Thursday April 17, 2025. On-street parking demand was analyzed for both of the areas described above:

- Adjacent Streets frontages – Counts on Emerson Street, Kellogg Avenue, and on Bryant Street along Castilleja frontages. Parking occupancy on the blocks along the perimeter of the School is included in the demand estimate. Construction vehicles are required to park in the fenced construction area and are not permitted to park along the street.
- Expanded Study Area – Counts along segments of Kellogg Avenue, Waverley Street, Bryant Street, Emerson Street and Melville Avenue.[9]

The on-street parking demand assumed for the School includes all vehicles parked adjacent to Castilleja School. For the current monitoring period, no attempt was made to assess whether the parked vehicles were driven by Castilleja students, staff, visitors or third parties unaffiliated with the School. As a result, total parking demand and rates may capture parking that was not generated by Castilleja School.

Parking demand at the School was determined based on the combined peak occupancy of the one on-campus parking lot and adjacent street frontages bordering the School. The daily peak parking demand was 79 vehicles or 0.188 vehicles per student given an enrollment of 416 students. There are a total of 104 parking spaces in the on-campus parking lots and street frontages of the campus. The peak occupancy of 76 percent was determined based on hourly counts of the on-campus and on-street parking areas adjacent to the School which indicates there were available spaces on the campus and campus frontages. **Table 11** summarizes parking demand, parking supply, and parking occupancy for both the on-campus and on-street spaces adjacent to the School observed during this monitoring period. **Appendix E** includes an hourly breakdown of parking demand and occupancy.

Table 11: 2025 Castilleja School Daily Peak Parking Demand[1]

	On-Campus	On-Street[2]	Aggregate
Parked Vehicles	34	45	79
Demand Rate – vehicles per student	0.081	0.107	0.188
Parking Supply	44	60	104
Occupancy	77%	75%	76%

Notes:
1. School parking lots and block faces adjacent to school. The expanded area parking is included in **Table 12**.
2. Parking supply is derived by estimating the number of vehicles which can optimally park within the block length (minus driveway length, red curb, and bus loading area) of the expanded study area.

Source: Fehr & Peers, 2025.

[9] The Expanded Study Area was studied to identify neighborhood parking demand. Castilleja actively discourages students, visitor, and staff parking in the Expanded Study Area.

Peak parking demand typically occurs in the middle of the day, when the majority of faculty, staff, students, and visitors are on site. The Bryant Loop parking was at its highest occupancy (50 percent occupied) at 5:00 PM. The employee parking lot at the corner of Kellogg and Emerson was at its highest occupancy (87 percent occupied) at 12:00 PM.

Including the expanded study area (labeled *Expanded Study Area* on **Figure 7**), 115 vehicles were counted during the parking demand peak hour at 2:00 PM (**Table 12**) and the aggregate occupancy rate for parking areas including the expanded study area is 60%. Overall, the parking demand on adjacent streets and the expanded study area remains at or below 87 vehicles throughout the day.

Table 12: Castilleja School Daily Peak Parking Demand with Expanded Study Area

	Aggregate of On-Campus & Adjacent On-Street[1]	Expanded Study Area[2]	Aggregate
Parked Vehicles	79	36	115
Parking Supply	104	89	193
Occupancy	76%	40%	60%

Notes:
1. School parking lots and block faces adjacent to school as reported in Table 10.
2. No attempt was made to assess whether the parked vehicles were driven by residents or Castilleja students, staff, or visitors.

Source: Fehr & Peers, 2025.

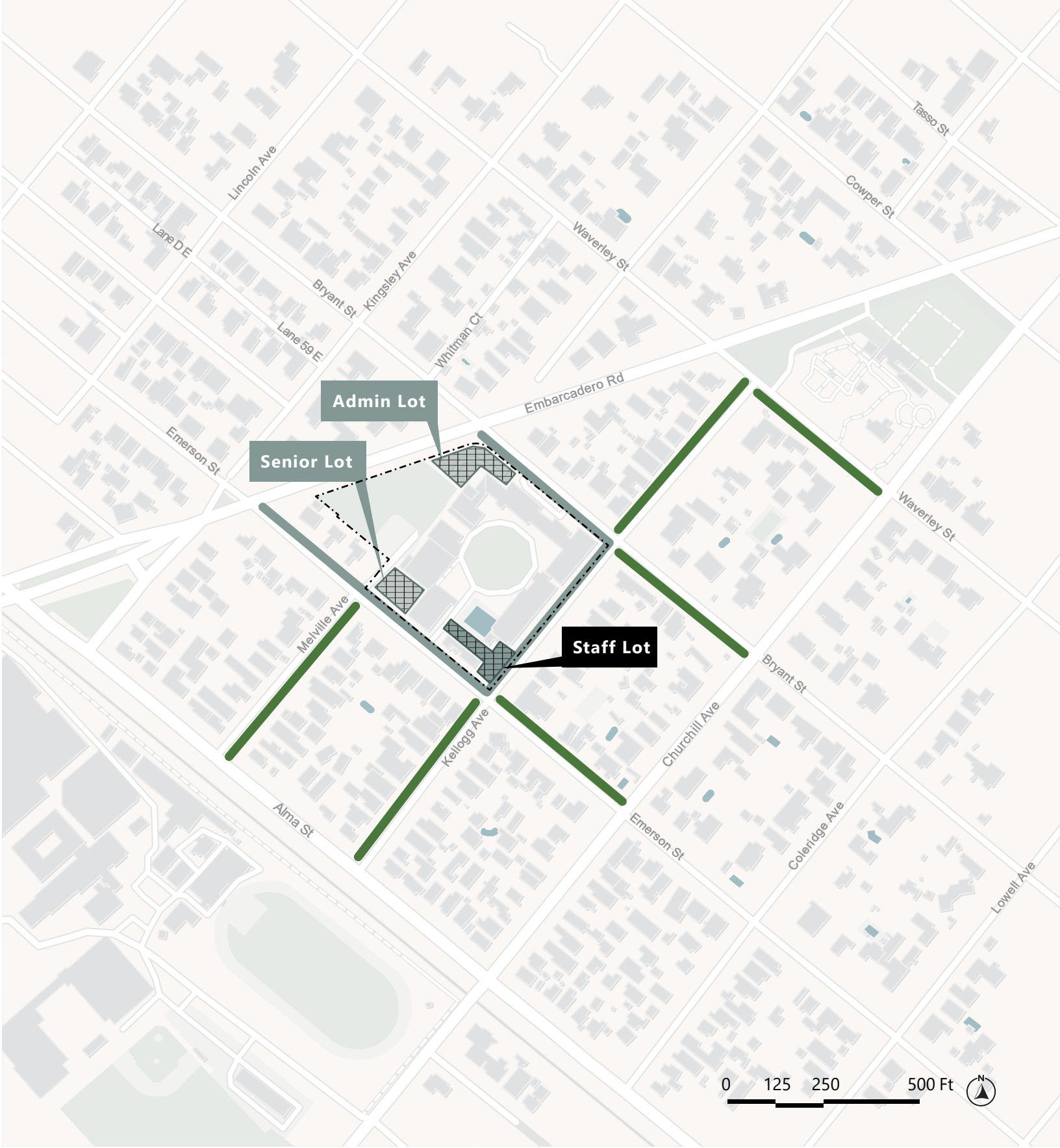


FIGURE 6

Castilleja Parking Locations

Fehr & Peers

5.3 Parking Compliance

Parking compliance is monitored by Castilleja's traffic attendants following the School's Traffic Monitoring Guidelines shown in **Appendix F**. The morning and evening traffic attendants are tasked with monitoring the surrounding areas within their sights to identify any dropping off or picking up of students as well as any other unsafe activities such as double parking. The attendants will rectify the situation immediately and remind the offender of School's parking rules. Traffic, pick-up/drop-off, or parking violations are reported via email or text to Castilleja.

All parents/guardians, students who are approved to drive, and employees are asked to register their cars. Time is set aside at the start of the school year for this process, and they are reminded throughout the year. Cars parked on campus or around the perimeter of campus that are found to not have a sticker receive a warning reminding them to register their car. Note that some cars parked on the frontage streets could be owned by non-Castilleja affiliated individuals. **Figure 8** and **Figure 9** show registration stickers and warning.

Employees and students are instructed to park on campus, at the designated remote parking lots (First Presbyterian Church and AME Zion Church), and on the school side of the blocks around the perimeter of campus. Employees, parents/guardians and students are informed that parking in the neighborhood is strictly prohibited.



Figure 8: Castilleja Vehicle Registration Sticker



Figure 9: Castilleja Vehicle Registration Required Flyer

When an Upper School student is documented to have violated traffic/parking standards their student record is updated to reflect the infraction. In addition, an email is sent to the student, Upper School Dean of Students, and Division Head. Once the email is received by the Upper School Dean of Students, the infraction will be added to the student's record. The Upper School Dean of Students and Grade Level Dean follows this enforcement process:

1. First Infraction: The Dean of Students will ask the student to correct the traffic/parking infraction immediately.
2. Second Infraction: The Dean of Students will ask the student to correct the traffic/parking infraction immediately and remind the student about the parking/traffic rules. The Upper School Dean of Students will meet with the student and inform the parents/guardians of the infractions. The Upper School Dean of Students will implement consequences compliant with the infraction.
3. Third Infraction: The Upper School Dean of Students and Head of Upper School meet with the student and the student's parents/guardians. Driving privileges suspended for 2 weeks.
4. Fourth Infraction: Driving privileges revoked for the remainder of the school year.

For Middle School students who do not drive themselves to school but are driven by a person who receives an infraction, their name is also added to the Parking/Traffic Infractions spreadsheet and an email will be sent to the student, Grade Level Dean, and Division Head. If there are multiple infractions for the same student, Castilleja's transportation manager will send an email to the Head of Middle School. The Head of Middle School follows this enforcement process:

1. First Infraction: Warning.
2. Second Infraction: The Head of Middle School talks with the student.
3. Third Infraction: The Head of Middle School talks with the student and the parent/guardian.

Parents or guardians who are caught violating school's traffic, pick-up/drop-off, or parking requirements are added to the Parking/Traffic Infractions tracking document and the parent or guardian is emailed. The enforcement process for parents/guardians is as follows:

4. First Infraction: The parent/guardian receives an email explaining drop-off and pick-up procedures and rules.
5. Second Infraction: The parent/guardian receives a stern warning and is notified that the next infraction will come with a fine.
6. Third Infraction: The parent receives a $50 fine from the School.

Castilleja emails families regarding the parking/traffic/pick-up/drop-off policy, including traffic management for special events. The copies of mailings are included as **Appendix G**.

5.3.1 Monitoring of Neighborhood Parking

In addition to the 7 daily traffic attendants, there are floating attendants that sign up as part of the employee TDM requirement in the morning, midday, and during pick up to spot check the expanded parking area. The floating attendants look for cars that have Castilleja parking stickers. If the traffic attendants identify a vehicle with a Castilleja parking sticker the person is notified to move their vehicle immediately. Traffic attendants identified 31 cars in the current reporting period. Upon identification, students and employees are notified to move their cars. Castilleja follows the defined traffic infraction process for repeat offenders.

Castilleja employees that sign up as floating attendants in the morning and afternoon spot check the expanded parking area to watch for vehicles that drop-off or wait to pick-up a student. If they are identified, they are reminded about Castilleja's CUP and transportation rules.

6. COA Matrix

Table 13. Castilleja CUP Monitoring Requirements

COA/MMRP	Requirement	Index
Data and Metrics		
COA 24.b.i	Driveway volume counts by 15-minute increments	Appendix D
COA 24.b.ii	*Driveways & Loading Zones* – Average weekday AM peak trips and average weekday daily trips for the monitoring period, excluding construction trips, Special Event and Major Event dates and non-school days; summer school shall be separately reported and not averaged with the academic year.	Section 4.2.2
COA 24.b.iii	Total average daily weekday trips and AM weekday peak trips during the week that the campus frontage street segments are evaluated by the City.	Section 4.2.2
COA 24.b.iv	The average daily weekday traffic volumes on the campus frontage City street segments (except Embarcadero).	Section 4.2.3
COA 24.b.v	The dates and number of times the average weekday daily trips and/or AM weekday peak trips exceeded. AM weekday peak and/or ADT exceedance threshold, including any special, limited circumstances such as trips during construction.	Section 4.2.2
COA 24.b.vi	Rates of use of alternative transportation (% of mode split between bicycle, pedestrian, shuttles, etc.).	Section 5.1
COA 24.b.vii	Parking conditions (number of spaces within the garage used, number of spaces within surface lots used, extent (counts) of on-street parking adjacent to the School and in the expanded parking study area).	Chapter 6
COA 24.b.viii	Bicycle parking counts (supply and demand) and dates, times, & attendance of bicycle repair clinics.	Section 5.2
COA 24.b.ix	Student drop-off/pick-up location counts and percentages by driveway. An electronically transmitted appendix to the report containing the raw data from the driveway counting devices for the monitoring period. (RLUA 24 b x)	Section 3.2 and Section 4.1.2 Appendix D
COA 24.f	Information on compliance with parking and drop-off requirements, including parking or drop-off in the surrounding neighborhood.	Section 6.3

COA/MMRP	Requirement	Index
MMRP 7a	Drop-off lane discharge rates, and the average and maximum lengths of ingress and egress queues in the four 15-minute increments prior to the first bell and the 15-minute increment following that bell.	Section 4.1
Data and Metrics		
COA 24.c	How and where counts were conducted including any off-site data collected by an independent traffic engineering company.	Section 4.2.1 and Section 4.2.3
COA 24.d	Installation, calibration methods, function and proposed maintenance of permanent traffic counting devices.	Section 4.3
COA 24.d	How records of traffic counts are to be preserved electronically	Section 4.2.1
COA 24.d	Frequency of posting of traffic count data to the School's website for accessibility to City officials and the public.	Section 4.2.1
COA 24.e	Detailed explanation of the pick-up and drop-off process as well as target pick-up/drop-off distribution percentages.	Section 4.1.1
COA 24.i	Provide a map of each parking study area, and description of methodology employed to capture off-campus parking.	Section 6.2 and Figure 5
Monitoring and safety operations		
COA 24.g	The number of daily (while school is in session) onsite traffic attendants (COA 24 g)	Section 4.1.1
COA 24.h	Use of traffic safety warning devices. (COA 24 h)	N/A
COA 24.j	On and off campus Parking Management Strategies, Traffic Circulation Management Strategies and Event Traffic Procedures. (COA 24 j)	Section 3.3
MMRP 7a	Traffic Monitor Staff are required to report any excessive vehicle queues, safety concerns, or other concerns or recommendations to improve safety and circulation to the administration. (MMRP 7a)	Section 6.3
TDM strategies		
COA 24.l	Other programs provided by the School. (COA 24 l)	Section 3.1
COA 24.k	Identify scope and breadth of TDM measures utilized. (COA 24 k)	Section 3.1

COA/MMRP	Requirement	Index
Additional information		
COA 24.n	List the dates of special events that occurred in the period covered by the report, including times, attendance, and parking/traffic management efforts and results. (COA 24 n)	Section 3.3 and Appendix B
COA 24.m	Provide the number of enrolled students for the period covered by the report. (COA 24 m)	Section 2
COA 24.o	Copies of mailings to families regarding the parking/traffic/pick-up/drop-off policy, including traffic management for special events. (COA 24 o)	Appendix G
COA 24.p	List of disciplinary consequences for students and parents who do not cooperate with the parking requirements. (COA 24 p)	Section 6.3
MMRP 7a	Traffic Monitor Staff reports and Castilleja's response to each shall be summarized in the traffic monitoring reports. (MMRP 7a)	Section 6.3

Appendix A: Spring 2025 In-School Days

Table A-1: In Session School Days for Spring Period

Date	DOW	In Session School Day	Remote School / Faculty Work Days	Holiday/School Breaks	Summer Camp	Event Day
3/1/2025	Saturday	No				
3/2/2025	Sunday	No				
3/3/2025	Monday	Yes				
3/4/2025	Tuesday	Yes				
3/5/2025	Wednesday	Yes				
3/6/2025	Thursday	Yes				
3/7/2025	Friday	Yes				Yes
3/8/2025	Saturday	No				
3/9/2025	Sunday	No				
3/10/2025	Monday	Yes				
3/11/2025	Tuesday	Yes				
3/12/2025	Wednesday	Yes				
3/13/2025	Thursday	Yes				
3/14/2025	Friday	No	Yes			Yes
3/15/2025	Saturday	No				Yes
3/16/2025	Sunday	No				
3/17/2025	Monday	Yes				
3/18/2025	Tuesday	Yes				
3/19/2025	Wednesday	Yes				
3/20/2025	Thursday	Yes				
3/21/2025	Friday	Yes				Yes
3/22/2025	Saturday	No				
3/23/2025	Sunday	No				
3/24/2025	Monday	Yes				
3/25/2025	Tuesday	Yes				
3/26/2025	Wednesday	Yes				Yes

Date	DOW	In Session School Day	Remote School / Faculty Work Days	Holiday/School Breaks	Summer Camp	Event Day
3/27/2025	Thursday	Yes				
3/28/2025	Friday	No	Yes			
3/29/2025	Saturday	No				
3/30/2025	Sunday	No				
3/31/2025	Monday	Yes				
4/1/2025	Tuesday	Yes				
4/2/2025	Wednesday	Yes				
4/3/2025	Thursday	Yes				
4/4/2025	Friday	Yes				
4/5/2025	Saturday	No				
4/6/2025	Sunday	No				
4/7/2025	Monday	No		Yes		
4/8/2025	Tuesday	No		Yes		
4/9/2025	Wednesday	No		Yes		
4/10/2025	Thursday	No		Yes		
4/11/2025	Friday	No		Yes		
4/12/2025	Saturday	No				
4/13/2025	Sunday	No				
4/14/2025	Monday	Yes				
4/15/2025	Tuesday	Yes				
4/16/2025	Wednesday	Yes				
4/17/2025	Thursday	Yes				
4/18/2025	Friday	Yes				
4/19/2025	Saturday	No				
4/20/2025	Sunday	No				
4/21/2025	Monday	Yes				
4/22/2025	Tuesday	Yes				

Date	DOW	In Session School Day	Remote School / Faculty Work Days	Holiday/School Breaks	Summer Camp	Event Day
4/23/2025	Wednesday	Yes				
4/24/2025	Thursday	Yes				
4/25/2025	Friday	Yes				Yes
4/26/2025	Saturday	No				Yes
4/27/2025	Sunday	No				
4/28/2025	Monday	Yes				
4/29/2025	Tuesday	Yes				Yes
4/30/2025	Wednesday	Yes				
5/1/2025	Thursday	Yes				
5/2/2025	Friday	Yes				
5/3/2025	Saturday	No				
5/4/2025	Sunday	No				
5/5/2025	Monday	Yes				
5/6/2025	Tuesday	Yes				
5/7/2025	Wednesday	Yes				
5/8/2025	Thursday	Yes				Yes
5/9/2025	Friday	Yes				Yes
5/10/2025	Saturday	No				
5/11/2025	Sunday	No				
5/12/2025	Monday	Yes				
5/13/2025	Tuesday	Yes				
5/14/2025	Wednesday	Yes				
5/15/2025	Thursday	Yes				
5/16/2025	Friday	Yes				
5/17/2025	Saturday	No				
5/18/2025	Sunday	No				
5/19/2025	Monday	Yes				

Date	DOW	In Session School Day	Remote School / Faculty Work Days	Holiday/School Breaks	Summer Camp	Event Day
5/20/2025	Tuesday	Yes				Yes
5/21/2025	Wednesday	Yes				
5/22/2025	Thursday	Yes				Yes
5/23/2025	Friday	Yes				Yes
5/24/2025	Saturday	No				
5/25/2025	Sunday	No				
5/26/2025	Monday	No		Yes		
5/27/2025	Tuesday	Yes				
5/28/2025	Wednesday	Yes				
5/29/2025	Thursday	Yes				
5/30/2025	Friday	Yes				
5/31/2025	Saturday	No				
6/1/2025	Sunday	No				
6/2/2025	Monday	Yes				Yes
6/3/2025	Tuesday	Yes				
6/4/2025	Wednesday	Yes				
6/5/2025	Thursday	Yes				Yes
6/6/2025	Friday	Yes				Yes
6/7/2025	Saturday	No				Yes
6/8/2025	Sunday	No		Yes		
6/9/2025	Monday	No		Yes		
6/10/2025	Tuesday	No		Yes		
6/11/2025	Wednesday	No		Yes		
6/12/2025	Thursday	No		Yes		
6/13/2025	Friday	No		Yes		
6/14/2025	Saturday	No		Yes		
6/15/2025	Sunday	No		Yes		

Date	DOW	In Session School Day	Remote School / Faculty Work Days	Holiday/School Breaks	Summer Camp	Event Day
6/16/2025	Monday	No		Yes	Yes	
6/17/2025	Tuesday	No		Yes	Yes	
6/18/2025	Wednesday	No		Yes	Yes	
6/19/2025	Thursday	No		Yes	Yes	
6/20/2025	Friday	No		Yes	Yes	
6/21/2025	Saturday	No		Yes	Yes	
6/22/2025	Sunday	No		Yes	Yes	
6/23/2025	Monday	No		Yes	Yes	
6/24/2025	Tuesday	No		Yes	Yes	
6/25/2025	Wednesday	No		Yes	Yes	
6/26/2025	Thursday	No		Yes	Yes	
6/27/2025	Friday	No		Yes	Yes	
6/28/2025	Saturday	No		Yes	Yes	
6/29/2025	Sunday	No		Yes	Yes	
6/30/2025	Monday	No		Yes	Yes	

Appendix B: Special Events Schedule (2024–2025)

Castilleja Events 2024-2025

Event Name	Event Date	Event Time	Estimated Count	TDM Parking Plan - All events on this list have parking information listed in our CastiNews letter under our transportation and TDM section.
New 6th Grade Family Welcome	Saturday, August 17, 2024	2:00pm-4:00pm	100+	Less than 160 guests: Campus lots, campus curbside, 7 traffic monitors
6th-8th Grade on campus for MS Family Orientation	Wednesday, August 21, 2024	8:30am-3:15pm	50-100	Cars will not be parking. Parents will be dropping off students. 7 Traffic monitors
Opening Day Tie Ceremony	Thursday, August 22, 2024	8:00am-3:15pm	Major	Spieker field, caltrain shuttle, remote/satellite parking, campus curbside, 7 Traffic monitors
Back to School Night	Thursday, September 19, 2024	5:30pm-9:00pm	Major	Spieker field, caltrain shuttle, remote/satellite parking, campus curbside, 7 Traffic monitors
Spirit Week BBQ	Friday, September 27, 2024	3:00pm-6:00pm	100+	Not for outside attendees, Students will already be on campus
Alum Reunion	Saturday, September 28, 2024	2:00pm-7:30pm	100+	Less than 150 guests: Campus lots, campus curbside, 7 traffic monitors
Sports Event: MS Swim Meet	Tuesday, October 08, 2024	3:45pm-5:30pm	100+	Campus lots, campus curbside, satellite parking, 7 traffic monitors
Middle School Preview Event	Saturday, October 19, 2024	9:00am-12:00pm	100+	Campus lots, campus curbside, satellite parking, 7 traffic monitors
Keeping the Circle Green	Tuesday, October 22, 2024	6:00pm-8:00pm	100+	Campus lots, campus curbside, satellite parking, 7 traffic monitors, Caltrain Shuttle
Middle School Social	Thursday, October 24, 2024	4:00pm-6:00pm	100+	Most students are on campus. Parents pick-up and drop-off in the campus driveways and at the Employee Lot Gate. We have 7 traffic monitors managing the traffic flow.
Parent Guardian Meeting	Monday, October 28, 2024	6:30pm-8:00pm	50-100	Outside School Hours, campus lots, campus curbside, 7 traffic monitors, Caltrain Shuttle
US Preview Event	Tuesday, October 29, 2024	6:15pm-8:00pm	100+	Campus lots, campus curbside, satellite parking, 7 traffic monitors, Caltrain Shuttle
Major fundraiser*	TBD	1:30pm-4:00pm	Major	Caltrain shuttle, remote/satellite parking, campus curbside, 7 Traffic monitors
CCS Volleyball Playoffs Round 1	Saturday, November 02, 2024	2:00pm-4:30pm	50-100	Outside School Hours, campus lots, campus curbside, 7 traffic monitors, Caltrain Shuttle
Upper School Musical	Friday, November 08, 2024	7:00pm-10:00pm	100+	Campus lots, campus curbside, satellite parking, 7 traffic monitors, Caltrain Shuttle
Upper School Musical	Saturday, November 09, 2024	2:00pm-4:30pm	100+	Campus lots, campus curbside, satellite parking, 7 traffic monitors, Caltrain Shuttle
Upper School Musical	Saturday, November 09, 2024	7:00pm-10:00pm	100+	Campus lots, campus curbside, satellite parking, 7 traffic monitors, Caltrain Shuttle
US Preview Event	Saturday, November 16, 2024	9:00am-12:00pm	100+	Campus lots, campus curbside, satellite parking, 7 traffic monitors, Caltrain Shuttle
Grandparents and Special Friends Day	Friday, November 22, 2024	12:00pm-3:30pm	100+	Campus lots, campus curbside, satellite parking, 7 traffic monitors, Caltrain Shuttle
Winter Concert - Student Performance	Thursday, December 12, 2024	7:00pm-9:00pm	100+	Campus lots, campus curbside, satellite parking, 7 traffic monitors, Caltrain Shuttle
Middle School Preview Event	Saturday, December 14, 2024	9:00am-12:00pm	100+	Campus lots, campus curbside, satellite parking, 7 traffic monitors, Caltrain Shuttle
Gatorbotics Season Kick Off	Saturday, January 04, 2025	10:00am-12:00pm	50-100	60 Guests: Campus lots and curbside parking.
Middle School Musical	Friday, February 07, 2025	7:00pm-10:00pm	100+	Campus lots, campus curbside, satellite parking, 7 traffic monitors, Caltrain Shuttle
Middle School Musical	Saturday, February 08, 2025	2:00pm-4:30pm	100+	Campus lots, campus curbside, satellite parking, 7 traffic monitors, Caltrain Shuttle
Middle School Musical	Saturday, February 08, 2025	7:00pm-10:00pm	100+	Campus lots, campus curbside, satellite parking, 7 traffic monitors, Caltrain Shuttle
CCS Quarter Finals US Basketball	Tuesday, February 25, 2025	6:00pm-8:00pm	50-100	Teams come in Vans: Campus lots, campus curbside, 7 traffic monitors, Caltrain Shuttles
New HOS Parent/Guardian Coffee Reception	Friday, March 07, 2025	8:15am-9:15am	50-100	Campus lots, campus curbside, satellite parking, Caltrain Shuttle
MS Spring Social	Friday, March 07, 2025	5:30pm-8:00pm	100+	Campus lots, campus curbside, satellite parking, 7 traffic monitors, Caltrain Shuttle
Dance Performance	Friday, March 14, 2025	7:00pm-9:30pm	100+	Campus lots, campus curbside, satellite parking, 7 traffic monitors, Caltrain Shuttle
Dance Performance	Saturday, March 15, 2025	2:00pm-4:30pm	100+	Campus lots, campus curbside, satellite parking, 7 traffic monitors, Caltrain Shuttle
Dance Performance	Saturday, March 15, 2025	7:00pm-9:30pm	100+	Campus lots, campus curbside, satellite parking, 7 traffic monitors, Caltrain Shuttle
Junior and Senior Class Banquet/Dance	Friday, March 21, 2025	6:00pm-10:00pm	100+	Seniors are already on campus: Juniors being dropped off and picked up: Campus lots, campus curbside, 7 traffic monitors, Caltrain Shuttle avaliable on demand
Placeholder*	TBD	TBD	100+	Campus lots, campus curbside, satellite parking, 7 traffic monitors, Caltrain Shuttle
Placeholder*	TBD	TBD	100+	Campus lots, campus curbside, satellite parking, 7 traffic monitors, Caltrain Shuttle
Sports: Upper School Swim Meet	Wednesday, March 26, 2025	3:30pm-6:00pm	100+	Teams come in Vans: Campus lots, campus curbside, 7 traffic monitors, Caltrain Shuttles
Placeholder*	TBD	TBD	50-100	Teams come in Vans: Campus lots, campus curbside, 7 traffic monitors, Caltrain Shuttles
Founders Day Luncheon	Friday, April 25, 2025	11:00pm-3:00pm	Major	Caltrain shuttle, satellite parking, campus curbside, 7 Traffic monitors
Upper School Play	Friday, April 25, 2025	7:00pm-9:30pm	50-100	Campus lots, campus curbside, 7 traffic monitors, Caltrain Shuttle
Upper School Play	Saturday, April 26, 2025	2:00pm-4:00pm	50-100	Campus lots, campus curbside, 7 traffic monitors, Caltrain Shuttle
Upper School Play	Saturday, April 26, 2025	7:00pm-9:30pm	50-100	Campus lots, campus curbside, 7 traffic monitors, Caltrain Shuttle
New 9th Grade Families Reception	Tuesday, April 29, 2025	5:30pm-7:30pm	50-100	Campus lots, campus curbside, 7 traffic monitors, Caltrain Shuttle
CSA Parent Thank You Lunch	Thursday, May 08, 2025	10:00am-2:00pm	50-100	Campus lots, campus curbside, satellite parking, 7 traffic monitors, Caltrain Shuttle
New 6th Grade Family Welcome	Friday, May 09, 2025	5:00pm-7:00pm	100+	We have 70 or less cars. Campus lots, campus curbside, 7 traffic monitors, Caltrain Shuttle
Celebration of US Sports	Tuesday, May 20, 2025	5:30pm-8:00pm	100+	Campus lots, campus curbside, satellite parking, 7 traffic monitors, Caltrain Shuttle
Spring Concert - Student Performance	Thursday, May 22, 2025	7:00pm-9:00pm	100+	Campus lots, campus curbside, satellite parking, 7 traffic monitors, Caltrain Shuttle
Taiwanese Night Market	Friday, May 23, 2025	4:15pm-6:00pm	100+	Students already on campus, parents will pick up in driveways
Edupalooza/Middle School Gallery Walk	Monday, June 02, 2025	8:30am-3:15pm	50-100	Campus lots, campus curbside, satellite parking, 7 traffic monitors, Caltrain Shuttle
Student Class Day	Thursday, June 05, 2025	1:00pm-2:30pm	50-100	50 or less cars: Campus lots, campus curbsite, satellite parking, 7 traffic monitors, Caltrain Shuttle
Employee Retirement Party (Tentative)	Thursday, June 05, 2025	3:30pm-5:00pm	50-100	50-70 cars: Campus lots, campus curbsite, satellite parking, 7 traffic monitors, Caltrain Shuttle,
8th Grade Promotion	Friday, June 06, 2025	1:00pm-3:00pm	50-100	Campus lots, campus curbside, satellite parking, 7 traffic monitors, Caltrain Shuttle
Baccalaureate/Graduation	Friday, June 6/Saturday, June 7, 2025	5:00pm-6:00pm/2:30pm-5:00pm	Major	Caltrain shuttle, campus curbsite, satellite parking, 7 Traffic monitors, Caltrain Shuttle

Castilleja Events 2024-2025

Event Name	Event Date	Event Time	Estimated Count	TDM Parking Plan - All events on this list have parking information listed in our CastiNews letter under our transportation and TDM section.

**As permitted by COA 6i, we anticipate making occasional adjustments to the event schedule once we have more details about the the event, with the understanding that any adjustments will comply with the applicable restrictions.*

Counts
Major Events - 5
100+ Events - 30
50-100 Events - 16
Saturday Evening Events - 5
Evening Events Mon-Fri - 16

Appendix C: Field Data Collected by Third Party Vendor

C1. Mode Split & Parking Occupancy Counts

Traffic Data Service

San Jose, CA
408-622-4787
tdsbay@cs.com

Study: Castilleja Driveway Survey
Date: 4/15/2025

Pathway to Admin Office. *(Note for vehicles counted here (columns B' thru K'): they used the Bryant Loop Driveway, but entered/exited the Pathway to Admin Office. They are not double counted with the "Bryant St - Loop Driveway" worksheet.)*

	IN					OUT					IN		OUT		ON STREET DROP OFF				ON STREET PICK UP			
	0	1	2	3	4+	0	1	2	3	4+	BIKES	PEDS	BIKES	PEDS	1	2	3	4+	1	2	3	4+
7:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7:15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0
7:30	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7:45	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0
8:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
8:15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	2	0	0	0	0	0	0
8:30	0	6	0	0	0	0	0	0	0	0	0	4	0	0	1	0	0	0	0	0	0	0
8:45	0	2	0	0	0	0	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0
14:00	1	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0
14:15	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
14:30	0	0	0	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	1	0	0	0
14:45	0	0	0	0	0	0	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
15:00	0	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
15:15	0	0	0	0	0	0	1	0	0	0	0	0	0	7	0	0	0	0	0	0	0	0
15:30	0	0	0	0	0	0	0	0	0	0	0	1	0	2	0	0	0	0	0	0	0	0
15:45	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Traffic Data Service

San Jose, CA
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Study: Castilleja Driveway Survey
Date: 4/15/2025

	IN					OUT					IN		OUT		ON STREET DROP OFF				ON STREET PICK UP			
	0	1	2	3	4+	0	1	2	3	4+	BIKES	PEDS	BIKES	PEDS	1	2	3	4+	1	2	3	4+
7:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7:15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7:30	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7:45	0	5	0	0	0	4	0	0	0	0	0	2	0	0	1	0	0	0	0	0	0	0
8:00	1	13	1	0	0	14	0	0	0	0	0	5	0	0	2	0	0	0	0	0	0	0
8:15	1	39	4	2	0	44	0	0	0	0	0	22	0	0	2	0	0	0	0	0	0	0
8:30	0	6	0	0	0	8	0	0	0	0	0	1	0	0	1	0	0	0	0	0	0	0
8:45	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
14:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
14:15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
14:30	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0
14:45	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
15:00	4	0	0	0	0	0	0	0	0	0	0	0	0	2	0	0	0	0	1	0	0	0
15:15	18	0	0	0	0	0	21	0	0	0	0	0	0	4	0	0	0	0	2	0	0	0
15:30	3	0	0	0	0	0	4	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0
15:45	2	0	0	0	0	0	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Traffic Data Service

San Jose, CA
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tdsbay@cs.com

Study: Castilleja Driveway Survey
Date: 4/15/2025

	IN					OUT					IN		OUT		ON STREET DROP OFF				ON STREET PICK UP			
	0	1	2	3	4+	0	1	2	3	4+	BIKES	PEDS	BIKES	PEDS	1	2	3	4+	1	2	3	4+
7:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7:15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7:30	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7:45	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0
8:00	0	5	0	0	0	5	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
8:15	0	44	6	0	0	47	0	0	0	0	0	1	0	0	2	0	0	0	0	0	0	0
8:30	0	4	0	0	0	7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
8:45	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
14:00	0	0	0	0	0	0	1	0	0	0	0	0	0	2	0	0	0	0	0	0	0	0
14:15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
14:30	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0
14:45	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
15:00	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
15:15	27	0	0	0	0	5	23	2	0	0	0	0	0	1	0	0	0	0	1	0	0	0
15:30	6	0	0	0	0	1	6	0	0	0	0	0	0	2	0	0	0	0	0	0	0	0
15:45	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Traffic Data Service

San Jose, CA
408-622-4787
tdsbay@cs.com

Study: Castilleja Driveway Survey
Date: 4/15/2025

	IN					OUT					IN		OUT		ON STREET DROP OFF				ON STREET PICK UP			
	0	1	2	3	4+	0	1	2	3	4+	BIKES	PEDS	BIKES	PEDS	1	2	3	4+	1	2	3	4+
7:00	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7:15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7:30	0	0	2	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0
7:45	2	1	0	0	0	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0
8:00	1	3	1	0	0	0	0	0	0	0	2	0	0	0	1	0	0	0	0	0	0	0
8:15	4	1	0	0	0	1	0	0	0	0	9	0	0	0	0	0	0	0	0	0	0	0
8:30	2	1	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0
8:45	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
14:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
14:15	4	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
14:30	3	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
14:45	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
15:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
15:15	0	0	0	0	0	1	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
15:30	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
15:45	1	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0

	DROP OFF						PICK UP							
	SHUTTLE VAN		CHARTER BUS		SCHOOL BUS		SHUTTLE VAN		CHARTER BUS			SCHOOL BUS		
	VANS	STUDENTS	BUSES	STUDENTS	BUSES	STUDENTS	VANS	STUDENTS	ARRIVAL	DEPARTURE	STUDENTS	ARRIVAL	DEPARTURE	STUDENTS
7:00	-	-	-	-	-	-	-	-	-	-	-	-	-	-
7:15	-	-	-	-	-	-	-	-	-	-	-	-	-	-
7:30	-	-	-	-	-	-	-	-	-	-	-	-	-	-
7:45	1	3	-	-	-	-	-	-	-	-	-	-	-	-
8:00	3	3,5,4	-	-	-	-	-	-	-	-	-	-	-	-
8:15	4	1,6,6,0	-	-	4	19,41,23,28	-	-	-	-	-	-	-	-
8:30	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8:45	1	0	-	-	-	-	-	-	-	-	-	-	-	-
14:00	-	-	-	-	-	-	-	-	1	-	-	-	-	-
14:15	-	-	-	-	-	-	-	-	-	1	6	1	-	-
14:30	-	-	-	-	-	-	-	-	-	-	-	-	-	-
14:45	-	-	-	-	-	-	-	-	-	-	-	2	-	-
15:00	-	-	-	-	-	-	-	-	-	-	-	-	-	-
15:15	-	-	-	-	-	-	-	-	-	-	-	-	-	-
15:30	-	-	-	-	-	-	7	6,4,5,8,6,4,5	-	-	-	1	4	21,14,7,14
15:45	-	-	-	-	-	-	1	1	-	-	-	-	-	-

Traffic Data Service

San Jose, CA
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	IN					OUT					IN		OUT		ON STREET DROP OFF				ON STREET PICK UP			
	0	1	2	3	4+	0	1	2	3	4+	BIKES	PEDS	BIKES	PEDS	1	2	3	4+	1	2	3	4+
7:00	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7:15	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7:30	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7:45	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
8:00	0	0	0	0	0	6	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0
8:15	0	0	0	0	0	2	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0
8:30	0	0	0	0	0	2	0	0	0	0	1	0	0	0	2	0	0	0	0	0	0	0
8:45	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
14:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
14:15	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
14:30	0	0	0	0	0	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
14:45	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
15:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
15:15	0	0	0	0	0	0	0	0	0	0	0	0	9	0	0	0	0	0	3	0	0	0
15:30	0	0	0	0	0	0	1	0	0	0	0	0	1	8	0	0	0	0	0	1	0	0
15:45	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

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Closed	IN					OUT					IN		OUT		ON STREET DROP OFF				ON STREET PICK UP			
	0	1	2	3	4+	0	1	2	3	4+	BIKES	PEDS	BIKES	PEDS	1	2	3	4+	1	2	3	4+
7:00																						
7:15																						
7:30																						
7:45																						
8:00																						
8:15																						
8:30																						
8:45																						
14:00																						
14:15																						
14:30																						
14:45																						
15:00																						
15:15																						
15:30																						
15:45																						

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Pathway to Admin Office. *(Note for vehicles counted here (columns B' thru K'): they used the Bryant Loop Driveway, but entered/exited the Pathway to Admin Office. They are not double counted with the "Bryant St - Loop Driveway" worksheet.)*

	IN					OUT					IN		OUT		ON STREET DROP OFF				ON STREET PICK UP			
	0	1	2	3	4+	0	1	2	3	4+	BIKES	PEDS	BIKES	PEDS	1	2	3	4+	1	2	3	4+
7:00	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7:15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7:30	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7:45	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
8:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0
8:15	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0
8:30	0	4	0	0	0	0	0	0	0	0	0	8	0	1	0	0	0	0	0	0	0	0
8:45	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
14:00	0	0	0	0	0	0	0	0	0	0	0	0	0	2	0	0	0	0	0	0	0	0
14:15	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
14:30	0	0	0	0	0	0	0	0	0	0	0	0	0	3	0	0	0	0	0	0	0	0
14:45	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
15:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
15:15	0	0	0	0	0	0	0	0	0	0	0	0	0	2	0	0	0	0	1	0	0	0
15:30	0	0	0	0	0	0	0	0	0	0	0	0	0	4	0	0	0	0	0	0	0	0
15:45	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

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	IN					OUT					IN		OUT		ON STREET DROP OFF				ON STREET PICK UP			
	0	1	2	3	4+	0	1	2	3	4+	BIKES	PEDS	BIKES	PEDS	1	2	3	4+	1	2	3	4+
7:00	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7:15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7:30	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0
7:45	0	3	0	0	0	2	0	0	0	0	0	0	0	0	2	0	0	0	0	0	0	0
8:00	0	17	5	1	0	21	0	0	0	0	0	2	0	0	1	0	0	0	0	0	0	0
8:15	0	39	6	1	0	45	0	0	0	0	0	17	0	0	2	0	0	0	0	0	0	0
8:30	0	10	0	0	0	13	0	0	0	0	0	5	0	0	1	0	0	0	0	0	0	0
8:45	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
14:00	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0
14:15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
14:30	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
14:45	1	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0
15:00	3	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	1	0	0	0
15:15	23	0	0	0	0	0	21	1	0	0	0	0	0	4	0	0	0	0	2	0	0	0
15:30	13	0	0	0	0	0	16	1	1	0	0	0	0	4	0	0	0	0	0	0	0	0
15:45	3	0	0	0	0	0	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

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	IN					OUT					IN		OUT		ON STREET DROP OFF				ON STREET PICK UP			
	0	1	2	3	4+	0	1	2	3	4+	BIKES	PEDS	BIKES	PEDS	1	2	3	4+	1	2	3	4+
7:00	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7:15	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7:30	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7:45	0	1	0	0	0	1	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0
8:00	0	8	0	0	0	8	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0
8:15	0	39	2	0	0	39	0	0	0	0	0	2	0	0	1	0	0	0	0	0	0	0
8:30	0	7	0	1	0	10	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
8:45	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
14:00	0	0	0	0	0	0	1	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0
14:15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
14:30	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
14:45	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
15:00	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0
15:15	30	0	0	0	0	6	24	1	0	0	0	0	0	0	0	0	0	0	2	0	0	0
15:30	6	0	0	0	0	0	7	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0
15:45	4	0	0	0	0	2	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

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Date: 4/17/2025

	IN					OUT					IN		OUT		ON STREET DROP OFF				ON STREET PICK UP			
	0	1	2	3	4+	0	1	2	3	4+	BIKES	PEDS	BIKES	PEDS	1	2	3	4+	1	2	3	4+
7:00	3	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7:15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7:30	0	1	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0
7:45	3	1	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0
8:00	0	2	0	0	0	0	0	0	0	0	2	2	0	0	0	0	0	0	0	0	0	0
8:15	2	0	1	0	0	0	0	0	0	0	11	2	0	0	1	0	0	0	0	0	0	0
8:30	0	0	0	0	0	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0
8:45	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
14:00	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
14:15	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
14:30	3	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
14:45	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
15:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
15:15	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
15:30	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0
15:45	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

	DROP OFF						PICK UP							
	SHUTTLE VAN		CHARTER BUS		SCHOOL BUS		SHUTTLE VAN		CHARTER BUS			SCHOOL BUS		
	VANS	STUDENTS	BUSES	STUDENTS	BUSES	STUDENTS	VANS	STUDENTS	ARRIVAL	DEPARTURE	STUDENTS	ARRIVAL	DEPARTURE	STUDENTS
7:00	-	-	-	-	-	-	-	-	-	-	-	-	-	-
7:15	-	-	-	-	-	-	-	-	-	-	-	-	-	-
7:30	-	-	-	-	-	-	-	-	-	-	-	-	-	-
7:45	1	1	-	-	-	-	-	-	-	-	-	-	-	-
8:00	2	1,3	-	-	2	16,35	-	-	-	-	-	-	-	-
8:15	4	4,5,4,0	-	-	2	32,20	-	-	-	-	-	-	-	-
8:30	3	1,0,0	-	-	-	-	-	-	-	-	-	-	-	-
8:45	1	0	-	-	-	-	-	-	-	-	-	-	-	-
14:00	-	-	-	-	-	-	-	-	-	-	-	-	-	-
14:15	-	-	-	-	-	-	-	-	-	-	-	1	-	-
14:30	-	-	-	-	-	-	-	-	1	-	-	-	-	-
14:45	-	-	-	-	-	-	-	-	-	1	20	-	-	-
15:00	-	-	-	-	-	-	-	-	-	-	-	2	-	-
15:15	-	-	-	-	-	-	2	5,11	-	-	-	-	-	-
15:30	-	-	-	-	-	-	7	3,2,4,2,6,5,1	-	-	-	1	4	18,10,6,11
15:45	-	-	-	-	-	-	-	-	-	-	-	-	-	-

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	IN					OUT					IN		OUT		ON STREET DROP OFF				ON STREET PICK UP			
	0	1	2	3	4+	0	1	2	3	4+	BIKES	PEDS	BIKES	PEDS	1	2	3	4+	1	2	3	4+
7:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7:15	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7:30	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7:45	0	0	0	0	0	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
8:00	0	0	0	0	0	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
8:15	0	0	0	0	0	2	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0
8:30	0	0	0	0	0	3	0	0	0	0	2	0	0	0	1	0	0	0	0	0	0	0
8:45	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
14:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
14:15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
14:30	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
14:45	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
15:00	0	0	0	0	0	2	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0
15:15	0	0	0	0	0	0	0	0	0	0	0	0	7	7	0	0	0	0	1	0	0	0
15:30	0	0	0	0	0	1	0	0	0	0	0	0	2	3	0	0	0	0	0	0	0	0
15:45	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

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Closed	IN					OUT					IN		OUT		ON STREET DROP OFF				ON STREET PICK UP			
	0	1	2	3	4+	0	1	2	3	4+	BIKES	PEDS	BIKES	PEDS	1	2	3	4+	1	2	3	4+
7:00																						
7:15																						
7:30																						
7:45																						
8:00																						
8:15																						
8:30																						
8:45																						
14:00																						
14:15																						
14:30																						
14:45																						
15:00																						
15:15																						
15:30																						
15:45																						

Traffic Data Service

San Jose, CA
408-622-4787
tdsbay@cs.com

Study: Castilleja Parking Lots
Date: 4/15/2025

ADMIN LOT

Closed	GENERAL	ADA	VISITORS
	11	1	12
7:00AM	0	0	0
8:00AM	0	0	0
9:00AM	0	0	0
10:00AM	0	0	0
11:00AM	0	0	0
12:00PM	0	0	0
1:00PM	0	0	0
2:00PM	0	0	0
3:00PM	0	0	0
4:00PM	0	0	0
5:00PM	0	0	0

SENIOR LOT

Closed	GENERAL	ADA
	25	1
7:00AM	0	0
8:00AM	0	0
9:00AM	0	0
10:00AM	0	0
11:00AM	0	0
12:00PM	0	0
1:00PM	0	0
2:00PM	0	0
3:00PM	0	0
4:00PM	0	0
5:00PM	0	0

STAFF LOT

	STAFF	STAFF EV	ADA	RESERVED	M/C	FOOD
	24	3	2	-	1	1
7:00AM	11	1	1	7	0	1
8:00AM	13	2	1	7	0	1
9:00AM	19	2	1	8	0	1
10:00AM	18	2	1	9	0	1
11:00AM	20	2	1	8	0	1
12:00PM	22	2	1	9	0	1
1:00PM	21	3	1	9	0	0
2:00PM	22	2	2	9	0	0
3:00PM	19	3	2	5	0	1
4:00PM	18	3	1	7	0	0
5:00PM	13	3	1	7	0	0

BRYANT LOOP

	GUEST
	4
7:00AM	0
8:00AM	0
9:00AM	0
10:00AM	0
11:00AM	0
12:00PM	0
1:00PM	1
2:00PM	2
3:00PM	1
4:00PM	0
5:00PM	2

Traffic Data Service

San Jose, CA
408-622-4787
tdsbay@cs.com

Study: Castilleja Parking Lots
Date: 4/17/2025

ADMIN LOT

Closed	GENERAL	ADA	VISITORS
	11	1	12
7:00AM	0	0	0
8:00AM	0	0	0
9:00AM	0	0	0
10:00AM	0	0	0
11:00AM	0	0	0
12:00PM	0	0	0
1:00PM	0	0	0
2:00PM	0	0	0
3:00PM	0	0	0
4:00PM	0	0	0
5:00PM	0	0	0

SENIOR LOT

Closed	GENERAL	ADA
	25	1
7:00AM	0	0
8:00AM	0	0
9:00AM	0	0
10:00AM	0	0
11:00AM	0	0
12:00PM	0	0
1:00PM	0	0
2:00PM	0	0
3:00PM	0	0
4:00PM	0	0
5:00PM	0	0

STAFF LOT

	STAFF	STAFF EV	ADA	RESERVED	M/C	FOOD
	24	3	2	-	1	1
7:00AM	7	1	1	7	0	0
8:00AM	13	1	1	6	0	1
9:00AM	15	1	1	7	0	1
10:00AM	18	1	1	8	0	1
11:00AM	19	1	1	9	0	1
12:00PM	19	2	1	10	0	1
1:00PM	19	2	1	10	0	1
2:00PM	17	2	2	8	0	1
3:00PM	19	2	1	4	0	1
4:00PM	17	2	1	5	0	1
5:00PM	16	2	1	5	0	1

BRYANT LOOP

	GUEST
	4
7:00AM	0
8:00AM	1
9:00AM	0
10:00AM	0
11:00AM	4
12:00PM	2
1:00PM	1
2:00PM	0
3:00PM	1
4:00PM	1
5:00PM	3

Traffic Data Service

San Jose, CA
408-622-4787
tdsbay@cs.com

Study: Castilleja On-Street Parking
Date: 4/15/2025

	MELVILLE		KELLOGG						EMERSON						BRYANT				WAVERLEY	
	ALMA-EMERSON		ALMA-EMERSON		EMERSON-BRYANT		BRYANT-WAVERLEY		EMBARC.-MELVILLE		MELVILLE-KELLOGG		KELLOGG-CHURCHILL		EMBARC.-KELLOGG		KELLOGG-CHURCHILL		KELLOGG-CHURCHILL	
	N	S	N	S	N	S	N	S	W	E	W	E	W	E	W	E	W	E	W	E
	15	17	17	19	17	18	17	20	14	10	15	18	16	15	14	14	14	17	16	17
7:00 AM	5	8	9	10	1	2	5	3	12	9	4	1	5	2	2	2	4	1	1	1
8:00 AM	6	8	10	8	4	3	4	4	11	8	3	10	5	6	2	4	5	2	7	2
9:00 AM	6	8	11	8	13	3	4	2	8	7	4	13	5	6	13	5	7	6	8	5
10:00 AM	6	7	10	8	13	4	5	2	8	6	4	11	5	7	13	4	8	7	8	7
11:00 AM	8	8	9	8	13	3	5	2	9	4	2	11	6	7	13	4	6	6	7	7
12:00 PM	10	8	7	5	14	5	4	2	9	3	2	12	6	7	13	5	6	8	7	8
1:00 PM	11	7	7	7	14	2	3	2	9	3	2	14	7	7	13	4	9	7	6	7
2:00 PM	10	8	6	8	14	2	3	2	9	5	2	13	6	5	13	4	6	4	4	8
3:00 PM	11	11	6	6	12	3	3	3	10	9	2	15	3	5	9	2	5	4	5	7
4:00 PM	8	9	7	7	9	3	3	2	10	8	3	11	3	4	8	2	6	4	3	5
5:00 PM	8	6	7	6	4	3	3	2	10	9	3	6	3	3	3	1	5	3	1	2

Traffic Data Service

San Jose, CA
408-622-4787
tdsbay@cs.com

Study: Castilleja On-Street Parking
Date: 4/17/2025

	MELVILLE		KELLOGG						EMERSON						BRYANT				WAVERLEY	
	ALMA-EMERSON		ALMA-EMERSON		EMERSON-BRYANT		BRYANT-WAVERLEY		EMBARC.-MELVILLE		MELVILLE-KELLOGG		KELLOGG-CHURCHILL		EMBARC.-KELLOGG		KELLOGG-CHURCHILL		KELLOGG-CHURCHILL	
	N	S	N	S	N	S	N	S	W	E	W	E	W	E	W	E	W	E	W	E
	15	17	17	19	17	18	17	20	14	10	15	18	16	15	14	14	14	17	16	17
7:00 AM	7	8	9	12	4	2	4	3	12	9	3	0	3	2	0	1	3	1	0	0
8:00 AM	8	9	9	9	13	2	3	3	11	7	3	6	5	3	4	3	4	1	5	5
9:00 AM	9	9	9	10	13	2	4	5	9	7	4	9	6	3	13	5	6	5	6	6
10:00 AM	9	8	10	10	13	2	5	4	8	6	4	13	5	3	13	5	6	7	8	9
11:00 AM	9	7	11	11	13	2	6	4	7	6	3	13	5	4	13	5	7	8	9	8
12:00 PM	9	8	10	9	12	4	6	3	7	7	2	11	5	5	13	4	8	7	11	10
1:00 PM	11	9	8	9	12	7	5	4	8	6	2	14	5	3	11	4	7	7	10	13
2:00 PM	9	9	9	9	12	5	4	4	9	7	1	14	6	3	11	4	5	5	11	14
3:00 PM	9	7	7	7	12	3	4	4	9	8	4	14	4	3	9	4	4	6	7	7
4:00 PM	8	6	8	7	8	3	4	5	9	7	4	12	3	3	7	2	5	5	4	3
5:00 PM	7	5	8	7	6	3	4	5	8	7	3	8	2	1	8	3	4	5	1	1

C2. Average Daily Traffic (ADT) Counts

Traffic Data Service -- San Jose, CA
Vehicle Counts

VehicleCount-614 -- English (ENU)

Datasets:

Site: **[1] BRYANT ST BT EMBARCADERO RD AND KELLOGG AVE**
Data type: Axle sensors - Paired (Class/Speed/Count)

Profile:

Included classes: 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13
Speed range: 0 - 100 mph.
Direction: North (bound), P = North, Lane = 0-16
Name: TDS
Scheme: Vehicle classification (Scheme F)
Units: Non metric (ft, mi, ft/s, mph, lb, ton)

* Monday, April 14, 2025 - Total=310, 15 minute drops

0000	0100	0200	0300	0400	0500	0600	0700	0800	0900	1000	1100	1200	1300	1400	1500	1600	1700	1800	1900	2000	2100	2200	2300	
0	**0**	**1**	**0**	**0**	**1**	**1**	**5**	**20**	**31**	**16**	**21**	**22**	**22**	**37**	**30**	**37**	**24**	**21**	**14**	**6**	**1**	**0**	**0**	
0	0	1	0	0	0	0	0	4	5	**6**	5	3	8	4	**8**	8	5	8	6	3	1	0	0	0
0	0	0	0	0	0	0	1	6	7	**8**	5	5	6	5	**12**	9	3	2	2	2	0	0	0	0
0	0	0	0	0	1	0	2	7	**5**	1	4	8	5	**10**	6	10	7	5	2	0	0	0	0	0
0	0	0	0	0	0	1	2	3	**14**	1	7	6	3	**18**	4	10	9	6	4	1	0	0	0	0

AM Peak 0930 - 1030 (33), AM PHF=0.59 PM Peak 1430 - 1530 (48), PM PHF=0.67

* Tuesday, April 15, 2025 - Total=289, 15 minute drops

0000	0100	0200	0300	0400	0500	0600	0700	0800	0900	1000	1100	1200	1300	1400	1500	1600	1700	1800	1900	2000	2100	2200	2300	
0	**0**	**0**	**0**	**1**	**1**	**5**	**10**	**22**	**28**	**14**	**18**	**15**	**17**	**16**	**44**	**30**	**29**	**17**	**12**	**7**	**3**	**0**	**0**	
0	0	0	0	0	0	2	1	2	**9**	4	2	5	5	2	9	**10**	10	7	5	4	1	0	0	0
0	0	0	0	0	1	0	2	**11**	7	2	4	5	6	7	**10**	4	5	4	2	3	0	0	0	0
0	0	0	0	0	0	1	2	**4**	5	5	6	4	5	4	**16**	11	8	4	4	0	1	0	0	0
0	0	0	0	1	0	2	5	**5**	7	3	6	1	1	3	**9**	5	6	2	1	0	1	0	0	0

AM Peak 0815 - 0915 (29), AM PHF=0.66 PM Peak 1515 - 1615 (45), PM PHF=0.70

* Wednesday, April 16, 2025 - Total=327, 15 minute drops

0000	0100	0200	0300	0400	0500	0600	0700	0800	0900	1000	1100	1200	1300	1400	1500	1600	1700	1800	1900	2000	2100	2200	2300	
0	**0**	**1**	**0**	**1**	**1**	**2**	**9**	**22**	**28**	**21**	**16**	**13**	**26**	**31**	**37**	**39**	**25**	**25**	**19**	**5**	**2**	**3**	**1**	
0	0	0	0	0	0	1	1	3	1	**6**	5	6	9	5	**7**	9	7	3	3	3	0	1	0	0
0	0	1	0	0	0	0	2	10	**11**	6	3	2	5	2	**14**	11	7	9	2	2	1	1	1	0
0	0	0	0	0	0	0	3	6	**5**	3	3	4	6	7	**9**	5	6	7	4	0	0	1	0	0
0	0	0	0	1	1	1	3	3	**11**	6	5	1	6	**17**	7	14	5	6	10	0	1	0	0	0

AM Peak 0915 - 1015 (33), AM PHF=0.75 PM Peak 1445 - 1545 (47), PM PHF=0.69

* Thursday, April 17, 2025 - Total=264, 15 minute drops

0000	0100	0200	0300	0400	0500	0600	0700	0800	0900	1000	1100	1200	1300	1400	1500	1600	1700	1800	1900	2000	2100	2200	2300	
0	**0**	**0**	**1**	**0**	**1**	**5**	**11**	**11**	**16**	**8**	**16**	**26**	**14**	**17**	**37**	**37**	**24**	**20**	**10**	**5**	**2**	**2**	**1**	
0	0	0	0	0	0	1	0	1	4	3	1	**10**	2	2	**7**	7	5	5	0	3	1	1	0	0
0	0	0	0	0	0	0	1	3	3	3	**8**	7	5	5	**15**	12	5	3	4	2	1	0	0	0
0	0	0	0	0	0	1	7	4	4	2	**3**	3	5	7	**10**	9	7	8	2	0	0	0	0	0
0	0	0	1	0	1	3	3	3	5	0	**4**	6	2	3	**5**	9	7	4	4	0	0	1	1	0

AM Peak 1115 - 1215 (25), AM PHF=0.63 PM Peak 1500 - 1600 (37), PM PHF=0.62

* Friday, April 18, 2025 - Total=263, 15 minute drops

0000	0100	0200	0300	0400	0500	0600	0700	0800	0900	1000	1100	1200	1300	1400	1500	1600	1700	1800	1900	2000	2100	2200	2300	
0	**0**	**0**	**0**	**1**	**2**	**2**	**8**	**15**	**18**	**15**	**9**	**23**	**8**	**18**	**23**	**35**	**28**	**20**	**21**	**7**	**6**	**1**	**3**	
0	0	0	0	1	0	2	0	3	1	**4**	3	9	3	2	6	7	**11**	5	5	2	2	0	1	0
0	0	0	0	0	1	0	2	1	**7**	4	0	6	2	2	9	**15**	10	0	8	2	2	0	2	0
0	0	0	0	0	0	0	2	5	**2**	3	3	3	3	8	2	**5**	4	8	5	2	1	1	0	0
0	0	0	0	0	1	0	4	6	**8**	4	3	5	0	6	6	**8**	3	7	3	1	1	0	0	1

AM Peak 0915 - 1015 (21), AM PHF=0.66 PM Peak 1615 - 1715 (39), PM PHF=0.65

* Saturday, April 19, 2025 - Total=233, 15 minute drops

0000	0100	0200	0300	0400	0500	0600	0700	0800	0900	1000	1100	1200	1300	1400	1500	1600	1700	1800	1900	2000	2100	2200	2300	
1	**0**	**0**	**0**	**0**	**0**	**1**	**4**	**6**	**18**	**21**	**20**	**21**	**30**	**20**	**27**	**17**	**14**	**19**	**7**	**1**	**1**	**5**	**0**	
0	0	0	0	0	0	0	0	2	4	4	3	**6**	**6**	3	7	7	2	5	1	1	0	2	0	0
0	0	0	0	0	0	1	2	2	6	4	4	**6**	**4**	3	7	3	4	6	4	0	1	1	0	0
0	0	0	0	0	0	0	2	0	5	3	**4**	4	**6**	7	7	3	2	5	0	0	0	1	0	1
1	0	0	0	0	0	0	0	2	3	10	**9**	5	**14**	7	6	4	6	3	2	0	0	1	0	0

AM Peak 1130 - 1230 (25), AM PHF=0.69 PM Peak 1300 - 1400 (30), PM PHF=0.54

* Sunday, April 20, 2025 - Total=224, 15 minute drops

0000	0100	0200	0300	0400	0500	0600	0700	0800	0900	1000	1100	1200	1300	1400	1500	1600	1700	1800	1900	2000	2100	2200	2300	
1	**0**	**0**	**0**	**0**	**1**	**0**	**0**	**6**	**10**	**19**	**25**	**27**	**30**	**21**	**23**	**16**	**23**	**6**	**5**	**5**	**4**	**1**	**1**	
0	0	0	0	0	0	0	0	2	0	6	**8**	8	**17**	7	9	3	8	1	3	2	2	1	1	0
0	0	0	0	0	0	0	0	0	2	4	3	**10**	3	**4**	7	4	3	5	1	1	1	1	0	0
1	0	0	0	0	0	0	0	2	3	**8**	1	**10**	6	5	6	5	6	3	0	1	1	0	0	0
0	0	0	0	0	1	0	0	0	3	**2**	6	**6**	3	2	4	5	4	1	1	1	0	0	0	0

AM Peak 1030 - 1130 (28), AM PHF=0.70 PM Peak 1230 - 1330 (37), PM PHF=0.54

Traffic Data Service -- San Jose, CA
Vehicle Counts

VehicleCount-615 -- English (ENU)

Datasets:

Site: **[1] BRYANT ST BT EMBARCADERO RD AND KELLOGG AVE**
Data type: Axle sensors - Paired (Class/Speed/Count)

Profile:

Included classes: 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13
Speed range: 0 - 100 mph.
Direction: South (bound), P = North, Lane = 0-16
Name: TDS
Scheme: Vehicle classification (Scheme F)
Units: Non metric (ft, mi, ft/s, mph, lb, ton)

* Monday, April 14, 2025 - Total=632, 15 minute drops

0000	0100	0200	0300	0400	0500	0600	0700	0800	0900	1000	1100	1200	1300	1400	1500	1600	1700	1800	1900	2000	2100	2200	2300	
1	**1**	**0**	**0**	**0**	**3**	**7**	**28**	**83**	**38**	**34**	**37**	**26**	**31**	**45**	**69**	**70**	**71**	**47**	**18**	**8**	**10**	**5**	**0**	
0	0	0	0	0	0	0	5	**35**	7	6	12	1	4	7	14	12	**18**	8	7	6	2	2	0	0
0	1	0	0	0	0	3	6	**32**	11	7	11	8	8	13	23	16	**17**	13	3	2	3	2	0	0
0	0	0	0	0	2	2	**8**	5	12	13	5	7	11	9	13	**16**	16	16	1	0	3	0	0	0
1	0	0	0	0	1	2	**9**	11	8	8	9	10	8	16	19	**26**	20	10	7	0	2	1	0	0

AM Peak 0730 - 0830 (84), AM PHF=0.60 PM Peak 1630 - 1730 (77), PM PHF=0.74

* Tuesday, April 15, 2025 - Total=570, 15 minute drops

0000	0100	0200	0300	0400	0500	0600	0700	0800	0900	1000	1100	1200	1300	1400	1500	1600	1700	1800	1900	2000	2100	2200	2300	
0	**0**	**0**	**0**	**0**	**2**	**10**	**29**	**89**	**38**	**21**	**29**	**27**	**17**	**48**	**69**	**53**	**69**	**39**	**12**	**12**	**3**	**2**	**1**	
0	0	0	0	0	0	0	5	**21**	14	9	9	7	8	9	**20**	17	24	12	5	0	0	0	1	0
0	0	0	0	0	0	1	7	**37**	7	5	6	11	6	6	**31**	12	20	11	4	7	2	0	0	1
0	0	0	0	0	2	3	4	**15**	8	5	9	5	1	**13**	10	9	11	10	1	2	1	1	0	1
0	0	0	0	0	0	6	13	**16**	9	2	5	4	2	**20**	8	15	14	6	2	3	0	1	0	0

AM Peak 0800 - 0900 (89), AM PHF=0.60 PM Peak 1430 - 1530 (84), PM PHF=0.68

* Wednesday, April 16, 2025 - Total=587, 15 minute drops

0000	0100	0200	0300	0400	0500	0600	0700	0800	0900	1000	1100	1200	1300	1400	1500	1600	1700	1800	1900	2000	2100	2200	2300	
2	**0**	**0**	**0**	**1**	**3**	**7**	**32**	**76**	**35**	**38**	**38**	**38**	**15**	**29**	**62**	**41**	**80**	**40**	**26**	**14**	**6**	**3**	**1**	
0	0	0	0	0	0	1	2	**15**	13	8	11	14	3	6	14	12	**26**	11	14	3	1	1	0	0
1	0	0	0	0	1	1	8	**35**	8	8	10	10	3	8	20	7	**21**	11	3	5	3	2	1	0
1	0	0	0	0	2	3	5	**15**	5	11	10	6	8	6	15	9	**18**	10	6	4	1	0	0	0
0	0	0	0	1	0	2	**17**	11	9	11	7	8	1	9	13	13	**15**	8	3	2	1	0	0	0

AM Peak 0745 - 0845 (82), AM PHF=0.59 PM Peak 1700 - 1800 (80), PM PHF=0.77

* Thursday, April 17, 2025 - Total=528, 15 minute drops

0000	0100	0200	0300	0400	0500	0600	0700	0800	0900	1000	1100	1200	1300	1400	1500	1600	1700	1800	1900	2000	2100	2200	2300	
0	**0**	**0**	**0**	**1**	**2**	**6**	**27**	**79**	**30**	**21**	**24**	**20**	**32**	**37**	**56**	**58**	**59**	**30**	**16**	**18**	**6**	**3**	**3**	
0	0	0	0	0	0	1	5	**28**	10	5	6	9	6	10	11	10	**12**	12	4	5	1	1	1	0
0	0	0	0	0	0	1	2	**28**	7	7	5	3	3	9	24	11	**15**	5	4	5	2	0	1	0
0	0	0	0	1	0	3	10	**12**	6	5	6	3	10	8	11	12	**20**	8	4	2	1	1	0	0
0	0	0	0	0	2	1	10	**11**	7	4	7	5	13	10	10	**25**	12	5	4	6	2	1	1	0

AM Peak 0800 - 0900 (79), AM PHF=0.71 PM Peak 1645 - 1745 (72), PM PHF=0.72

* Friday, April 18, 2025 - Total=587, 15 minute drops

0000	0100	0200	0300	0400	0500	0600	0700	0800	0900	1000	1100	1200	1300	1400	1500	1600	1700	1800	1900	2000	2100	2200	2300	
0	**1**	**0**	**0**	**4**	**2**	**7**	**28**	**84**	**30**	**25**	**25**	**32**	**24**	**33**	**81**	**56**	**46**	**40**	**24**	**22**	**12**	**10**	**1**	
0	0	0	0	3	0	2	7	**35**	16	6	10	5	6	3	**15**	15	11	10	11	8	3	1	0	1
0	1	0	0	1	0	2	8	**25**	3	5	0	10	4	12	**26**	15	14	10	6	4	0	2	1	0
0	0	0	0	0	0	1	5	**13**	3	11	6	7	9	10	**16**	12	11	12	3	5	6	3	0	1
0	0	0	0	0	2	2	8	**11**	8	3	9	10	5	8	**24**	14	10	8	4	5	3	4	0	1

AM Peak 0800 - 0900 (84), AM PHF=0.60 PM Peak 1500 - 1600 (81), PM PHF=0.78

* Saturday, April 19, 2025 - Total=359, 15 minute drops

0000	0100	0200	0300	0400	0500	0600	0700	0800	0900	1000	1100	1200	1300	1400	1500	1600	1700	1800	1900	2000	2100	2200	2300	
3	**1**	**0**	**1**	**0**	**0**	**3**	**5**	**22**	**25**	**33**	**30**	**33**	**25**	**27**	**36**	**27**	**29**	**24**	**11**	**10**	**7**	**4**	**3**	
1	0	0	1	0	0	0	1	1	7	10	6	**14**	8	11	9	**9**	9	6	4	4	3	1	1	0
0	1	0	0	0	0	3	1	4	6	4	5	**7**	4	5	5	**9**	13	6	3	2	1	2	1	0
1	0	0	0	0	0	0	1	4	8	8	7	**10**	5	5	**12**	5	4	5	1	2	0	1	1	0
1	0	0	0	0	0	0	2	13	4	11	**12**	2	8	6	**10**	4	3	7	3	2	3	0	0	1

AM Peak 1145 - 1245 (43), AM PHF=0.77 PM Peak 1530 - 1630 (40), PM PHF=0.83

* Sunday, April 20, 2025 - Total=247, 15 minute drops

0000	0100	0200	0300	0400	0500	0600	0700	0800	0900	1000	1100	1200	1300	1400	1500	1600	1700	1800	1900	2000	2100	2200	2300	
1	**0**	**1**	**0**	**0**	**0**	**2**	**4**	**4**	**16**	**24**	**24**	**19**	**27**	**19**	**16**	**24**	**28**	**18**	**6**	**9**	**3**	**1**	**1**	
0	0	0	0	0	0	1	1	0	2	2	3	**8**	6	7	3	6	5	**3**	1	2	1	1	1	0
0	0	0	0	0	0	0	2	1	4	7	**7**	4	7	6	4	3	6	**9**	3	1	0	0	0	0
0	0	1	0	0	0	1	1	2	5	4	**5**	6	10	3	7	8	**10**	3	2	5	2	0	0	2
1	0	0	0	0	0	0	0	1	5	11	**9**	1	4	3	2	7	**7**	3	0	1	0	0	0	0

AM Peak 1115 - 1215 (29), AM PHF=0.81 PM Peak 1730 - 1830 (29), PM PHF=0.72

Traffic Data Service -- San Jose, CA
Vehicle Counts

VehicleCount-624 -- English (ENU)

Datasets:

Site: **[3] EMERSON ST BT KELLOGG AVE AND MELVILLE AVE**
Data type: Axle sensors - Paired (Class/Speed/Count)

Profile:

Included classes: 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13
Speed range: 0 - 100 mph.
Direction: North (bound), P = North, Lane = 0-16
Name: TDS
Scheme: Vehicle classification (Scheme F)
Units: Non metric (ft, mi, ft/s, mph, lb, ton)

* Monday, April 14, 2025 - Total=374, 15 minute drops

0000	0100	0200	0300	0400	0500	0600	0700	0800	0900	1000	1100	1200	1300	1400	1500	1600	1700	1800	1900	2000	2100	2200	2300	
1	**0**	**2**	**1**	**0**	**2**	**6**	**16**	**78**	**14**	**13**	**18**	**17**	**7**	**22**	**48**	**25**	**51**	**27**	**7**	**8**	**4**	**6**	**1**	
0	0	1	1	0	0	0	3	**16**	2	1	7	9	3	6	12	5	**21**	10	1	6	2	3	0	0
0	0	0	0	0	0	4	3	**30**	4	1	2	2	0	6	17	2	**10**	4	4	0	2	0	0	0
0	0	1	0	0	1	2	2	**22**	3	6	4	3	1	3	14	9	**10**	10	2	0	0	3	1	0
1	0	0	0	0	1	0	8	**10**	5	5	5	3	3	7	5	9	**10**	3	0	2	0	0	0	0

AM Peak 0800 - 0900 (78), AM PHF=0.65 PM Peak 1700 - 1800 (51), PM PHF=0.61

* Tuesday, April 15, 2025 - Total=337, 15 minute drops

0000	0100	0200	0300	0400	0500	0600	0700	0800	0900	1000	1100	1200	1300	1400	1500	1600	1700	1800	1900	2000	2100	2200	2300	
0	**0**	**1**	**0**	**0**	**3**	**6**	**12**	**75**	**13**	**9**	**15**	**11**	**11**	**13**	**59**	**19**	**44**	**26**	**5**	**4**	**2**	**4**	**5**	
0	0	0	0	0	0	1	3	**12**	2	3	3	5	3	4	**15**	3	11	12	1	0	0	1	4	0
0	0	1	0	0	0	1	4	**30**	1	2	3	4	3	2	**25**	6	17	5	2	1	0	1	0	1
0	0	0	0	0	1	2	1	**18**	6	3	6	1	5	3	**13**	3	4	3	1	1	1	2	0	0
0	0	0	0	0	2	2	4	**15**	4	1	3	1	0	4	**6**	7	12	6	1	2	1	0	1	0

AM Peak 0800 - 0900 (75), AM PHF=0.63 PM Peak 1500 - 1600 (59), PM PHF=0.59

* Wednesday, April 16, 2025 - Total=328, 15 minute drops

0000	0100	0200	0300	0400	0500	0600	0700	0800	0900	1000	1100	1200	1300	1400	1500	1600	1700	1800	1900	2000	2100	2200	2300	
1	**0**	**0**	**0**	**1**	**3**	**9**	**21**	**60**	**13**	**16**	**8**	**9**	**8**	**21**	**44**	**21**	**31**	**24**	**16**	**10**	**7**	**5**	**0**	
0	0	0	0	0	0	1	3	**7**	7	4	2	4	4	2	1	**8**	16	8	5	2	3	4	0	0
1	0	0	0	0	2	0	4	**26**	1	2	3	3	2	5	**19**	3	5	7	3	3	1	0	0	2
0	0	0	0	0	0	4	6	**14**	3	8	2	1	2	3	**15**	4	4	7	2	4	1	1	0	0
0	0	0	0	1	1	4	8	**13**	2	2	1	1	0	11	**9**	6	6	2	6	1	2	0	0	1

AM Peak 0800 - 0900 (60), AM PHF=0.58 PM Peak 1515 - 1615 (51), PM PHF=0.67

* Thursday, April 17, 2025 - Total=331, 15 minute drops

0000	0100	0200	0300	0400	0500	0600	0700	0800	0900	1000	1100	1200	1300	1400	1500	1600	1700	1800	1900	2000	2100	2200	2300	
3	**0**	**0**	**1**	**4**	**0**	**4**	**16**	**58**	**8**	**6**	**12**	**12**	**6**	**19**	**55**	**30**	**47**	**23**	**5**	**9**	**7**	**2**	**4**	
0	0	0	1	1	0	1	1	**13**	3	0	3	3	1	8	**8**	8	15	2	0	3	0	1	1	0
2	0	0	0	0	0	1	3	**21**	1	3	1	3	1	4	**28**	9	11	6	2	3	3	0	1	0
0	0	0	0	1	0	2	4	**15**	0	2	2	1	3	2	**14**	11	13	8	1	1	3	1	0	0
1	0	0	0	2	0	0	8	**9**	4	1	6	5	1	**5**	5	2	8	7	2	2	1	0	2	0

AM Peak 0800 - 0900 (58), AM PHF=0.69 PM Peak 1445 - 1545 (55), PM PHF=0.49

* Friday, April 18, 2025 - Total=322, 15 minute drops

0000	0100	0200	0300	0400	0500	0600	0700	0800	0900	1000	1100	1200	1300	1400	1500	1600	1700	1800	1900	2000	2100	2200	2300	
0	**0**	**0**	**0**	**2**	**1**	**10**	**15**	**45**	**12**	**13**	**18**	**7**	**15**	**15**	**52**	**27**	**29**	**28**	**12**	**10**	**8**	**0**	**3**	
0	0	0	0	1	0	1	2	**11**	3	2	7	1	4	7	5	**7**	17	16	5	1	4	0	1	0
0	0	0	0	1	0	4	4	**13**	2	4	2	3	3	4	**23**	8	5	7	4	4	0	0	1	0
0	0	0	0	0	0	2	1	**11**	6	4	2	3	3	2	**15**	5	4	3	1	3	2	0	0	1
0	0	0	0	0	1	3	8	**10**	1	3	7	0	5	2	**9**	7	3	2	2	2	2	0	1	0

AM Peak 0800 - 0900 (45), AM PHF=0.87 PM Peak 1515 - 1615 (54), PM PHF=0.59

* Saturday, April 19, 2025 - Total=127, 15 minute drops

0000	0100	0200	0300	0400	0500	0600	0700	0800	0900	1000	1100	1200	1300	1400	1500	1600	1700	1800	1900	2000	2100	2200	2300	
1	**0**	**0**	**2**	**2**	**1**	**0**	**1**	**3**	**7**	**19**	**10**	**8**	**5**	**13**	**12**	**11**	**8**	**6**	**8**	**2**	**3**	**2**	**3**	
0	0	0	2	0	1	0	0	0	2	**2**	1	3	1	**5**	5	2	2	0	3	1	0	1	0	0
0	0	0	0	1	0	0	0	0	0	**2**	1	2	2	**5**	3	2	3	5	1	0	0	0	0	0
1	0	0	0	0	0	0	0	1	4	**9**	2	3	1	**2**	1	1	1	1	3	0	2	1	1	0
0	0	0	0	1	0	0	1	2	1	**6**	6	0	**1**	1	3	6	2	0	1	1	1	0	2	0

AM Peak 1000 - 1100 (19), AM PHF=0.53 PM Peak 1345 - 1445 (13), PM PHF=0.65

* Sunday, April 20, 2025 - Total=84, 15 minute drops

0000	0100	0200	0300	0400	0500	0600	0700	0800	0900	1000	1100	1200	1300	1400	1500	1600	1700	1800	1900	2000	2100	2200	2300	
0	**1**	**1**	**1**	**0**	**1**	**0**	**1**	**3**	**7**	**8**	**3**	**6**	**10**	**4**	**7**	**4**	**4**	**4**	**4**	**6**	**5**	**2**	**2**	
0	0	0	0	0	0	0	0	0	1	1	**2**	1	**0**	0	2	0	2	1	1	3	1	1	1	0
0	0	0	0	0	1	0	0	0	3	**2**	0	0	**5**	0	2	2	0	3	1	1	0	1	0	0
0	1	0	1	0	0	0	0	2	2	**1**	1	1	**2**	1	1	1	2	0	0	2	4	0	1	0
0	0	1	0	0	0	0	1	1	1	**4**	0	**4**	3	3	2	1	0	0	2	0	0	0	0	0

AM Peak 1015 - 1115 (9), AM PHF=0.56 PM Peak 1245 - 1345 (11), PM PHF=0.55

Traffic Data Service -- San Jose, CA
Vehicle Counts

VehicleCount-625 -- English (ENU)

Datasets:

Site: **[3] EMERSON ST BT KELLOGG AVE AND MELVILLE AVE**
Data type: Axle sensors - Paired (Class/Speed/Count)

Profile:

Included classes: 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13
Speed range: 0 - 100 mph.
Direction: South (bound), P = North, Lane = 0-16
Name: TDS
Scheme: Vehicle classification (Scheme F)
Units: Non metric (ft, mi, ft/s, mph, lb, ton)

* Monday, April 14, 2025 - Total=345, 15 minute drops

0000	0100	0200	0300	0400	0500	0600	0700	0800	0900	1000	1100	1200	1300	1400	1500	1600	1700	1800	1900	2000	2100	2200	2300	
0	**0**	**2**	**1**	**0**	**1**	**0**	**11**	**24**	**21**	**12**	**27**	**24**	**22**	**26**	**45**	**28**	**32**	**27**	**18**	**12**	**8**	**4**	**0**	
0	0	0	1	0	0	0	2	6	3	2	5	**7**	4	6	**11**	9	12	6	6	6	1	1	0	1
0	0	1	0	0	0	0	3	12	6	3	**7**	3	6	3	**12**	9	3	6	4	2	3	2	0	1
0	0	0	0	0	0	0	3	3	6	5	**7**	6	7	9	**7**	7	9	9	5	2	3	1	0	0
0	0	1	0	0	1	0	3	3	6	2	**8**	8	5	8	**15**	3	8	6	3	2	1	0	0	0

AM Peak 1115 - 1215 (29), AM PHF=0.91 PM Peak 1500 - 1600 (45), PM PHF=0.75

* Tuesday, April 15, 2025 - Total=345, 15 minute drops

0000	0100	0200	0300	0400	0500	0600	0700	0800	0900	1000	1100	1200	1300	1400	1500	1600	1700	1800	1900	2000	2100	2200	2300	
2	**3**	**1**	**0**	**0**	**1**	**4**	**9**	**19**	**23**	**17**	**25**	**20**	**30**	**27**	**32**	**35**	**33**	**25**	**18**	**9**	**8**	**1**	**3**	
1	1	0	0	0	0	2	2	2	5	4	**6**	2	12	4	12	7	**12**	6	7	1	4	0	0	0
1	0	0	0	0	0	0	1	8	7	1	**7**	4	8	10	9	**8**	3	6	3	2	3	0	0	0
0	1	0	0	0	1	1	3	5	5	**11**	9	6	5	6	6	**13**	8	6	5	3	1	1	2	0
0	1	1	0	0	0	1	3	4	6	**1**	3	8	5	7	5	**7**	10	7	3	3	0	0	1	0

AM Peak 1030 - 1130 (25), AM PHF=0.57 PM Peak 1615 - 1715 (40), PM PHF=0.77

* Wednesday, April 16, 2025 - Total=331, 15 minute drops

0000	0100	0200	0300	0400	0500	0600	0700	0800	0900	1000	1100	1200	1300	1400	1500	1600	1700	1800	1900	2000	2100	2200	2300	
0	**1**	**1**	**0**	**0**	**4**	**5**	**12**	**21**	**12**	**19**	**25**	**21**	**16**	**20**	**41**	**25**	**26**	**27**	**22**	**15**	**13**	**4**	**1**	
0	0	1	0	0	1	1	1	3	4	4	**5**	3	6	5	**8**	7	7	5	5	7	7	1	0	0
0	0	0	0	0	0	0	3	7	2	3	**8**	8	3	2	**9**	7	3	8	4	4	0	1	0	1
0	0	0	0	0	2	1	3	4	3	5	**6**	4	3	6	**9**	5	7	7	10	3	3	1	1	0
0	1	0	0	0	1	3	5	7	3	**7**	6	6	4	7	**15**	6	9	7	3	1	3	1	0	0

AM Peak 1045 - 1145 (26), AM PHF=0.81 PM Peak 1500 - 1600 (41), PM PHF=0.68

* Thursday, April 17, 2025 - Total=293, 15 minute drops

0000	0100	0200	0300	0400	0500	0600	0700	0800	0900	1000	1100	1200	1300	1400	1500	1600	1700	1800	1900	2000	2100	2200	2300	
1	**0**	**1**	**0**	**0**	**0**	**3**	**6**	**13**	**16**	**20**	**17**	**18**	**20**	**30**	**27**	**29**	**33**	**26**	**18**	**7**	**6**	**1**	**1**	
0	0	0	0	0	0	0	1	2	2	4	**4**	4	4	4	6	4	7	**7**	5	5	4	0	0	0
1	0	0	0	0	0	1	2	4	6	5	**1**	3	6	7	7	11	6	**9**	5	1	1	1	0	0
0	0	0	0	0	0	0	1	3	5	3	**8**	5	5	14	8	8	**14**	5	6	1	0	0	0	0
0	0	1	0	0	0	2	2	4	3	**8**	4	6	5	5	6	6	**6**	5	2	0	1	0	1	0

AM Peak 1045 - 1145 (21), AM PHF=0.66 PM Peak 1730 - 1830 (36), PM PHF=0.64

* Friday, April 18, 2025 - Total=339, 15 minute drops

0000	0100	0200	0300	0400	0500	0600	0700	0800	0900	1000	1100	1200	1300	1400	1500	1600	1700	1800	1900	2000	2100	2200	2300	
0	**1**	**0**	**0**	**1**	**1**	**3**	**9**	**19**	**17**	**11**	**22**	**27**	**21**	**27**	**32**	**34**	**40**	**22**	**23**	**14**	**11**	**4**	**0**	
0	1	0	0	0	0	0	1	2	4	4	6	**9**	7	6	8	**13**	12	4	9	5	3	1	0	0
0	0	0	0	1	0	1	1	4	6	2	5	**3**	6	5	5	**10**	7	6	5	3	4	2	0	0
0	0	0	0	0	1	0	4	4	4	2	4	**8**	3	4	**12**	8	9	5	8	3	3	1	0	1
0	0	0	0	0	0	2	3	9	3	3	**7**	7	5	12	**7**	3	12	7	1	3	1	0	0	0

AM Peak 1145 - 1245 (27), AM PHF=0.75 PM Peak 1530 - 1630 (42), PM PHF=0.81

* Saturday, April 19, 2025 - Total=251, 15 minute drops

0000	0100	0200	0300	0400	0500	0600	0700	0800	0900	1000	1100	1200	1300	1400	1500	1600	1700	1800	1900	2000	2100	2200	2300	
1	**2**	**3**	**2**	**1**	**1**	**1**	**2**	**3**	**5**	**16**	**11**	**20**	**23**	**18**	**28**	**23**	**26**	**24**	**21**	**9**	**3**	**4**	**4**	
0	0	0	2	0	1	0	1	0	0	4	2	**6**	8	6	10	3	**10**	5	7	4	1	2	3	0
0	1	0	0	0	0	0	0	1	0	3	1	**5**	3	5	7	4	**7**	10	2	3	0	0	1	0
1	0	2	0	0	0	1	0	1	2	4	4	**8**	8	6	3	**7**	6	6	6	1	0	2	0	0
0	1	1	0	1	0	0	1	1	3	5	**4**	1	4	1	8	**9**	3	3	6	1	2	0	0	0

AM Peak 1145 - 1245 (23), AM PHF=0.72 PM Peak 1630 - 1730 (33), PM PHF=0.82

* Sunday, April 20, 2025 - Total=186, 15 minute drops

0000	0100	0200	0300	0400	0500	0600	0700	0800	0900	1000	1100	1200	1300	1400	1500	1600	1700	1800	1900	2000	2100	2200	2300	
0	**2**	**0**	**2**	**2**	**1**	**0**	**1**	**10**	**15**	**10**	**12**	**12**	**12**	**15**	**15**	**12**	**13**	**17**	**24**	**6**	**2**	**3**	**0**	
0	2	0	1	1	0	0	0	2	3	**4**	3	0	1	5	4	5	5	5	**9**	3	0	0	0	0
0	0	0	1	1	1	0	1	4	**5**	1	2	4	3	3	5	5	4	6	**9**	1	0	2	0	0
0	0	0	0	0	0	0	0	2	**2**	4	2	5	4	1	5	2	2	1	**2**	1	2	0	0	0
0	0	0	0	0	0	0	0	2	**5**	1	5	3	4	6	1	0	2	**5**	4	1	0	1	0	0

AM Peak 0915 - 1015 (16), AM PHF=0.80 PM Peak 1845 - 1945 (25), PM PHF=0.69

Traffic Data Service -- San Jose, CA
Vehicle Counts

VehicleCount-623 -- English (ENU)

Datasets:
Site: **[2] KELLOGG AVE BT BRYANT ST AND EMERSON ST**
Data type: Axle sensors - Paired (Class/Speed/Count)

Profile:
Included classes: 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13
Speed range: 0 - 100 mph.
Direction: East (bound), P = East, Lane = 0-16
Name: TDS
Scheme: Vehicle classification (Scheme F)
Units: Non metric (ft, mi, ft/s, mph, lb, ton)

* Monday, April 14, 2025 - Total=227, 15 minute drops

0000	0100	0200	0300	0400	0500	0600	0700	0800	0900	1000	1100	1200	1300	1400	1500	1600	1700	1800	1900	2000	2100	2200	2300	
0	**0**	**1**	**0**	**0**	**1**	**5**	**13**	**25**	**10**	**14**	**18**	**7**	**14**	**18**	**17**	**19**	**31**	**17**	**11**	**2**	**2**	**2**	**0**	
0	0	1	0	0	0	0	1	**6**	2	4	4	1	4	3	4	5	**10**	7	1	1	0	0	0	0
0	0	0	0	0	0	1	1	**11**	2	6	5	0	4	4	5	4	**8**	3	3	0	0	0	0	0
0	0	0	0	0	0	3	**6**	1	5	0	6	2	4	7	4	3	**9**	5	5	1	2	2	0	0
0	0	0	0	0	1	1	**5**	7	1	4	3	4	2	4	4	**7**	4	2	2	0	0	0	0	0

AM Peak 0730 - 0830 (28), AM PHF=0.64 PM Peak 1645 - 1745 (34), PM PHF=0.85

* Tuesday, April 15, 2025 - Total=248, 15 minute drops

0000	0100	0200	0300	0400	0500	0600	0700	0800	0900	1000	1100	1200	1300	1400	1500	1600	1700	1800	1900	2000	2100	2200	2300	
0	**0**	**0**	**0**	**1**	**2**	**5**	**9**	**28**	**14**	**10**	**13**	**12**	**14**	**19**	**29**	**22**	**43**	**15**	**6**	**3**	**0**	**1**	**2**	
0	0	0	0	0	0	1	1	**8**	3	3	5	2	4	1	10	7	**23**	7	1	0	0	0	1	0
0	0	0	0	0	0	0	2	**14**	2	0	3	2	4	8	7	3	**11**	3	2	0	0	0	1	0
0	0	0	0	0	0	1	2	**3**	3	6	5	7	3	2	7	**6**	3	1	2	3	0	0	0	0
0	0	0	0	1	2	3	**4**	3	6	1	0	1	3	8	5	**6**	6	4	1	0	0	1	0	0

AM Peak 0745 - 0845 (29), AM PHF=0.52 PM Peak 1630 - 1730 (46), PM PHF=0.50

* Wednesday, April 16, 2025 - Total=232, 15 minute drops

0000	0100	0200	0300	0400	0500	0600	0700	0800	0900	1000	1100	1200	1300	1400	1500	1600	1700	1800	1900	2000	2100	2200	2300	
0	**0**	**0**	**0**	**2**	**2**	**3**	**13**	**26**	**10**	**18**	**15**	**11**	**10**	**23**	**29**	**20**	**24**	**14**	**6**	**2**	**3**	**1**	**0**	
0	0	0	0	0	0	0	1	**8**	0	3	6	2	2	7	**9**	2	9	4	1	2	0	0	0	0
0	0	0	0	0	0	1	3	**9**	1	8	3	2	4	5	**6**	6	6	3	1	0	1	0	0	0
0	0	0	0	0	0	1	4	**5**	5	4	5	4	4	6	**9**	5	6	3	2	0	0	0	0	0
0	0	0	0	2	2	1	**5**	4	4	3	1	3	0	**5**	5	7	3	4	2	0	2	1	0	0

AM Peak 0745 - 0845 (27), AM PHF=0.75 PM Peak 1445 - 1545 (29), PM PHF=0.81

* Thursday, April 17, 2025 - Total=202, 15 minute drops

0000	0100	0200	0300	0400	0500	0600	0700	0800	0900	1000	1100	1200	1300	1400	1500	1600	1700	1800	1900	2000	2100	2200	2300	
0	**0**	**0**	**0**	**2**	**0**	**5**	**9**	**25**	**8**	**12**	**13**	**13**	**14**	**20**	**13**	**18**	**22**	**14**	**7**	**3**	**2**	**2**	**0**	
0	0	0	0	0	0	0	2	**5**	1	5	2	6	4	3	4	4	**5**	5	1	1	0	1	0	0
0	0	0	0	0	0	1	1	**14**	4	4	2	5	2	9	4	5	**7**	4	4	1	0	0	0	0
0	0	0	0	2	0	1	3	**4**	2	1	2	2	6	2	3	5	**6**	1	1	1	2	1	0	0
0	0	0	0	0	0	3	**3**	2	1	2	7	0	2	6	2	**4**	4	4	1	0	0	0	0	0

AM Peak 0745 - 0845 (26), AM PHF=0.46 PM Peak 1645 - 1745 (22), PM PHF=0.79

* Friday, April 18, 2025 - Total=259, 15 minute drops

0000	0100	0200	0300	0400	0500	0600	0700	0800	0900	1000	1100	1200	1300	1400	1500	1600	1700	1800	1900	2000	2100	2200	2300	
0	**1**	**0**	**0**	**2**	**2**	**6**	**11**	**20**	**14**	**20**	**8**	**20**	**14**	**27**	**28**	**35**	**21**	**13**	**6**	**4**	**4**	**3**	**0**	
0	1	0	0	1	0	2	1	**7**	2	7	4	6	5	6	9	**9**	7	4	3	2	3	1	0	0
0	0	0	0	1	0	2	0	**7**	3	3	0	2	3	5	5	**9**	4	1	2	0	0	1	0	0
0	0	0	0	0	0	1	**4**	1	3	7	2	5	4	8	5	**9**	4	4	1	0	0	0	0	0
0	0	0	0	0	2	1	**6**	5	6	3	2	7	2	8	**9**	8	6	4	0	2	1	1	0	0

AM Peak 0730 - 0830 (24), AM PHF=0.86 PM Peak 1545 - 1645 (36), PM PHF=1.00

* Saturday, April 19, 2025 - Total=113, 15 minute drops

0000	0100	0200	0300	0400	0500	0600	0700	0800	0900	1000	1100	1200	1300	1400	1500	1600	1700	1800	1900	2000	2100	2200	2300	
0	**1**	**2**	**0**	**1**	**1**	**3**	**5**	**2**	**9**	**8**	**4**	**14**	**10**	**12**	**13**	**6**	**8**	**6**	**5**	**1**	**0**	**2**	**0**	
0	0	0	0	0	0	0	2	0	3	0	1	**4**	0	**4**	5	1	3	0	4	1	0	1	0	0
0	0	0	0	1	0	1	1	0	0	4	1	**5**	1	**4**	2	1	3	1	0	0	0	0	0	0
0	0	2	0	0	1	0	2	0	4	3	1	**3**	2	**3**	2	2	0	3	1	0	0	0	0	0
0	1	0	0	0	0	2	0	2	2	1	**1**	2	**7**	1	4	2	2	2	0	0	0	1	0	1

AM Peak 1145 - 1245 (13), AM PHF=0.65 PM Peak 1345 - 1445 (18), PM PHF=0.64

* Sunday, April 20, 2025 - Total=100, 15 minute drops

0000	0100	0200	0300	0400	0500	0600	0700	0800	0900	1000	1100	1200	1300	1400	1500	1600	1700	1800	1900	2000	2100	2200	2300	
1	**0**	**0**	**1**	**0**	**0**	**2**	**2**	**1**	**4**	**9**	**9**	**9**	**13**	**6**	**8**	**6**	**10**	**6**	**5**	**4**	**1**	**1**	**2**	
0	0	0	0	0	0	1	0	1	0	3	**1**	0	**2**	2	4	1	3	3	1	2	0	0	1	0
0	0	0	0	0	0	0	1	0	1	0	**5**	4	**4**	1	0	2	2	1	1	0	0	0	0	0
0	0	0	1	0	0	1	0	0	1	**4**	1	2	**4**	1	3	3	2	0	3	1	0	1	0	0
1	0	0	0	0	0	0	1	0	2	**2**	2	**3**	3	2	1	0	3	2	0	1	1	0	1	0

AM Peak 1030 - 1130 (12), AM PHF=0.60 PM Peak 1245 - 1345 (13), PM PHF=0.81

Traffic Data Service -- San Jose, CA
Vehicle Counts

VehicleCount-622 -- English (ENU)

Datasets:

Site: **[2] KELLOGG AVE BT BRYANT ST AND EMERSON ST**
Data type: Axle sensors - Paired (Class/Speed/Count)

Profile:

Included classes: 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13
Speed range: 0 - 100 mph.
Direction: West (bound), P = East, Lane = 0-16
Name: TDS
Scheme: Vehicle classification (Scheme F)
Units: Non metric (ft, mi, ft/s, mph, lb, ton)

* Monday, April 14, 2025 - Total=656, 15 minute drops

0000	0100	0200	0300	0400	0500	0600	0700	0800	0900	1000	1100	1200	1300	1400	1500	1600	1700	1800	1900	2000	2100	2200	2300	
1	**0**	**0**	**1**	**1**	**8**	**17**	**24**	**173**	**27**	**28**	**24**	**24**	**16**	**34**	**92**	**34**	**68**	**48**	**14**	**16**	**4**	**2**	**0**	
0	0	0	1	0	0	0	7	**26**	5	7	10	6	4	7	**15**	7	22	13	2	12	2	1	0	0
0	0	0	0	0	0	9	3	**94**	5	4	3	7	3	10	**49**	4	16	10	7	3	1	0	0	0
0	0	0	0	0	2	4	5	**33**	7	8	3	6	3	6	**18**	11	18	17	3	0	0	1	0	0
1	0	0	0	1	6	4	9	**20**	10	9	8	5	6	**11**	10	12	12	8	2	1	1	0	0	0

AM Peak 0800 - 0900 (173), AM PHF=0.46 PM Peak 1445 - 1545 (93), PM PHF=0.47

* Tuesday, April 15, 2025 - Total=601, 15 minute drops

0000	0100	0200	0300	0400	0500	0600	0700	0800	0900	1000	1100	1200	1300	1400	1500	1600	1700	1800	1900	2000	2100	2200	2300	
0	**0**	**0**	**0**	**0**	**6**	**15**	**21**	**152**	**26**	**20**	**20**	**14**	**21**	**35**	**87**	**50**	**75**	**36**	**11**	**6**	**1**	**5**	**0**	
0	0	0	0	0	0	0	6	**21**	9	4	4	6	2	7	**17**	13	26	14	1	0	0	0	0	0
0	0	0	0	0	0	3	8	**77**	4	4	5	3	10	10	**48**	10	19	7	5	0	0	1	0	1
0	0	0	0	0	1	3	3	**32**	3	6	6	4	6	7	**18**	11	18	8	1	4	1	3	0	0
0	0	0	0	0	5	9	4	**22**	10	6	5	1	3	**11**	4	16	12	7	4	2	0	1	0	0

AM Peak 0800 - 0900 (152), AM PHF=0.49 PM Peak 1445 - 1545 (94), PM PHF=0.49

* Wednesday, April 16, 2025 - Total=591, 15 minute drops

0000	0100	0200	0300	0400	0500	0600	0700	0800	0900	1000	1100	1200	1300	1400	1500	1600	1700	1800	1900	2000	2100	2200	2300	
1	**0**	**0**	**0**	**3**	**5**	**13**	**24**	**143**	**30**	**26**	**22**	**20**	**25**	**28**	**77**	**34**	**57**	**38**	**27**	**7**	**5**	**5**	**1**	
0	0	0	0	0	0	1	5	**19**	11	5	9	4	2	3	**9**	6	29	9	13	4	2	0	0	0
1	0	0	0	0	2	2	3	**63**	4	8	7	6	7	3	**35**	12	12	8	3	3	1	3	1	0
0	0	0	0	1	1	3	4	**38**	9	9	6	5	11	6	**19**	4	10	14	4	0	0	1	0	0
0	0	0	0	2	2	7	12	**23**	6	4	0	5	5	**16**	14	12	6	7	7	0	2	1	0	0

AM Peak 0800 - 0900 (143), AM PHF=0.57 PM Peak 1445 - 1545 (79), PM PHF=0.56

* Thursday, April 17, 2025 - Total=614, 15 minute drops

0000	0100	0200	0300	0400	0500	0600	0700	0800	0900	1000	1100	1200	1300	1400	1500	1600	1700	1800	1900	2000	2100	2200	2300	
0	**0**	**0**	**0**	**2**	**5**	**12**	**24**	**138**	**36**	**12**	**23**	**22**	**16**	**39**	**98**	**42**	**75**	**34**	**11**	**14**	**5**	**2**	**4**	
0	0	0	0	0	1	1	6	**23**	12	2	6	4	4	12	**13**	12	16	6	2	8	1	1	3	0
0	0	0	0	0	0	5	5	**71**	4	4	5	7	3	7	**51**	12	22	7	3	2	2	0	1	0
0	0	0	0	2	0	2	4	**32**	8	2	6	3	8	13	**13**	9	21	10	4	2	1	0	0	0
0	0	0	0	0	4	4	9	**12**	12	4	6	8	1	7	**21**	9	16	11	2	2	1	1	0	0

AM Peak 0800 - 0900 (138), AM PHF=0.49 PM Peak 1500 - 1600 (98), PM PHF=0.48

* Friday, April 18, 2025 - Total=646, 15 minute drops

0000	0100	0200	0300	0400	0500	0600	0700	0800	0900	1000	1100	1200	1300	1400	1500	1600	1700	1800	1900	2000	2100	2200	2300	
0	**0**	**0**	**0**	**3**	**5**	**18**	**24**	**122**	**32**	**26**	**23**	**18**	**21**	**41**	**111**	**72**	**51**	**29**	**20**	**9**	**11**	**4**	**6**	
0	0	0	0	0	0	4	5	**25**	7	4	9	4	5	6	8	**25**	14	7	7	1	4	1	2	0
0	0	0	0	1	0	7	6	**58**	3	8	3	5	8	12	**53**	15	10	6	5	4	0	1	1	1
0	0	0	0	0	2	2	6	**28**	10	9	4	3	3	14	**28**	17	8	10	2	2	4	2	2	1
0	0	0	0	2	3	5	7	**11**	12	5	7	6	5	9	**22**	15	19	6	6	2	3	0	1	0

AM Peak 0800 - 0900 (122), AM PHF=0.53 PM Peak 1515 - 1615 (128), PM PHF=0.60

* Saturday, April 19, 2025 - Total=213, 15 minute drops

0000	0100	0200	0300	0400	0500	0600	0700	0800	0900	1000	1100	1200	1300	1400	1500	1600	1700	1800	1900	2000	2100	2200	2300	
2	**1**	**0**	**0**	**0**	**1**	**2**	**5**	**11**	**28**	**27**	**11**	**26**	**16**	**15**	**15**	**16**	**12**	**4**	**9**	**6**	**3**	**1**	**2**	
0	0	0	0	0	1	0	0	1	6	5	1	**15**	6	5	7	3	2	0	3	1	1	1	1	0
1	1	0	0	0	0	1	2	1	6	3	1	**7**	3	2	2	3	4	2	2	1	0	0	0	1
1	0	0	0	0	0	0	1	4	13	9	**4**	**4**	1	6	3	3	3	1	2	2	2	0	0	0
0	0	0	0	0	0	1	2	5	3	10	**5**	**0**	6	2	3	7	3	1	2	2	0	0	1	0

AM Peak 1130 - 1230 (31), AM PHF=0.52 PM Peak 1200 - 1300 (26), PM PHF=0.43

* Sunday, April 20, 2025 - Total=125, 15 minute drops

0000	0100	0200	0300	0400	0500	0600	0700	0800	0900	1000	1100	1200	1300	1400	1500	1600	1700	1800	1900	2000	2100	2200	2300	
1	**1**	**1**	**0**	**0**	**0**	**2**	**3**	**2**	**9**	**8**	**7**	**9**	**10**	**9**	**12**	**11**	**8**	**7**	**2**	**9**	**10**	**2**	**2**	
0	0	0	0	0	0	1	1	0	1	1	**2**	2	1	3	3	**4**	5	0	0	3	3	2	2	2
1	0	0	0	0	0	0	2	1	4	2	**2**	2	3	2	**3**	2	1	5	1	3	0	0	0	0
0	1	0	0	0	0	0	0	0	1	1	**2**	2	2	3	**3**	2	2	2	0	3	6	0	0	0
0	0	1	0	0	0	1	0	1	3	**4**	1	3	4	1	**3**	3	0	0	1	0	1	0	0	0

AM Peak 1045 - 1145 (10), AM PHF=0.63 PM Peak 1515 - 1615 (13), PM PHF=0.81

Appendix D: Automated 15-Minute Driveway Count Data

The automated driveway count data will be transmitted electronically as an Excel spreadsheet.

Appendix E: Parking Demand, Supply, and Occupancy by Hour

Castilleja School Parking Data

Count Dates: 4/15/2025 4/17/2025
Values reported are average of the two count days
Global Peak for Parking 2:00 PM
Number of Students 416

Table D1: Average Parking Demand from Field Count, On-Street Parking

Time	Melville	Kellogg			Emerson			Bryant		Waverley
	Alma-Emerson	Alma-Emerson	Emerson-Bryant	Bryant-Waverley	Embarc.-Melville	Melville-Kellogg	Kellogg-Churchill	Embarc.-Kellogg	Kellogg-Churchill	Kellogg-Churchill
	S	N	N	N	E	E	E	W	W	W
7:00 AM	8	9	3	5	9	1	2	1	4	1
8:00 AM	9	10	9	4	8	8	5	3	5	6
9:00 AM	9	10	13	4	7	11	5	13	7	7
10:00 AM	8	10	13	5	6	12	5	13	7	8
11:00 AM	8	10	13	6	5	12	6	13	7	8
12:00 PM	8	9	13	5	5	12	6	13	7	9
1:00 PM	8	8	13	4	5	14	5	12	8	8
2:00 PM	9	8	13	4	6	14	4	12	6	8
3:00 PM	9	7	12	4	9	15	4	9	5	6
4:00 PM	8	8	9	4	8	12	4	8	6	4
5:00 PM	6	8	5	4	8	7	2	6	5	1

Notes:
Adjacent streets at school frontages
Expanded study area

Table D2: Average Parking Demand Summary, On-Street Parking

Time	Adjacent Streets				Time	Expanded Study Area				Time	Adjacent Streets + Expanded Study Area			
	Total Vehicles	Supply	% Occupied	Rate (Parked Cars per Student)		Total Vehicles	Supply	% Occupied	Rate (Parked Cars per Student)		Total Vehicles	Supply	% Occupied	Rate (Parked Cars per Student)
7:00 AM	13		22%	0.031	7:00 AM	28		31%	0.066	7:00 AM	41		27%	0.097
8:00 AM	27		45%	0.065	8:00 AM	37		41%	0.088	8:00 AM	64		43%	0.153
9:00 AM	44		73%	0.106	9:00 AM	41		46%	0.097	9:00 AM	85		57%	0.203
10:00 AM	44		73%	0.106	10:00 AM	43		48%	0.102	10:00 AM	87		58%	0.208
11:00 AM	43		72%	0.103	11:00 AM	43		48%	0.103	11:00 AM	86		58%	0.207
12:00 PM	43	60	71%	0.102	12:00 PM	44	89	49%	0.105	12:00 PM	86	149	58%	0.207
1:00 PM	44		73%	0.105	1:00 PM	41		46%	0.097	1:00 PM	84		56%	0.202
2:00 PM	45		74%	0.107	2:00 PM	37		41%	0.088	2:00 PM	81		54%	0.195
3:00 PM	44		73%	0.106	3:00 PM	34		38%	0.081	3:00 PM	78		52%	0.186
4:00 PM	35		58%	0.084	4:00 PM	31		35%	0.075	4:00 PM	66		44%	0.159
5:00 PM	26		43%	0.061	5:00 PM	24		27%	0.058	5:00 PM	50		33%	0.119

Notes:
Top 2 Highest Demand

Table D3: Average Parking Demand from Field Count, On Campus Parking

Time	Bryant Admin Lot (Employee and Visitor)			Senior Lot		Kellogg Employee Lot						Bryant Loop
	General	ADA	Visitor	General	ADA	Employee	Employee EV	ADA	Reserved	M/C	Food	Visitor
7:00AM	0	0	0	0	0	9	1	1	7	0	1	0
8:00AM	0	0	0	0	0	13	2	1	7	0	1	1
9:00AM	0	0	0	0	0	17	2	1	8	0	1	0
10:00AM	0	0	0	0	0	18	2	1	9	0	1	0
11:00AM	0	0	0	0	0	20	2	1	9	0	1	2
12:00PM	0	0	0	0	0	21	2	1	10	0	1	1
1:00PM	0	0	0	0	0	20	3	1	10	0	1	1
2:00PM	0	0	0	0	0	20	2	2	9	0	1	1
3:00PM	0	0	0	0	0	19	3	2	5	0	1	1
4:00PM	0	0	0	0	0	18	3	1	6	0	1	1
5:00PM	0	0	0	0	0	15	3	1	6	0	1	3

Table D4: Average Parking Demand Summary, On Campus Parking

Time	Bryant Admin Lot (Employee and Visitor)				Time	Senior Lot				Time	Kellogg Employee Lot				Time	Bryant Loop				Time	All On Campus Parking Lots			
	Total Vehicles	Supply	% Occupied	Rate (Parked Cars per Student)		Total Vehicles	Supply	% Occupied	Rate (Parked Cars per Student)		Total Vehicles	Supply	% Occupied	Rate (Parked Cars per Student)		Total Vehicles	Supply	% Occupied	Rate (Parked Cars per Student)		Total Vehicles	Supply	% Occupied	Rate (Parked Cars per Student)
7:00 AM	0		0%	0.0000	7:00 AM	0		0%	0.0000	7:00 AM	19		47%	0.0445	7:00 AM	0		0%	0.0000	7:00 AM	19		19%	0.0445
8:00 AM	0		0%	0.0000	8:00 AM	0		0%	0.0000	8:00 AM	23		59%	0.0553	8:00 AM	1		10%	0.0012	8:00 AM	24		26%	0.0565
9:00 AM	0		0%	0.0000	9:00 AM	0		0%	0.0000	9:00 AM	28		72%	0.0673	9:00 AM	0		0%	0.0000	9:00 AM	28		31%	0.0673
10:00 AM	0		0%	0.0000	10:00 AM	0		0%	0.0000	10:00 AM	30		77%	0.0721	10:00 AM	0		0%	0.0000	10:00 AM	30		33%	0.0721
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Notes:
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Appendix F: Traffic Monitoring Guidelines

Traffic and Neighborhood Monitoring Guidelines

Thank you for signing up to assist with our morning/afternoon traffic and/or neighborhood monitoring as required by our CUP. Your help with this will offset your TDM requirements.

We have opportunities for monitoring traffic and parking during the morning/afternoon drop-off and pick-up as well as opportunities throughout the day for monitoring parking in the surrounding neighborhood.

All monitors are required to wear a yellow vest which can be picked up at the maintenance office.

If you witness any traffic, pick-up/drop-off or parking infraction please email the transportation team at transportation@castilleja.org with the student/parents name and a description of the infraction.

At all driveways, please report any excessive vehicle queues, safety concerns, or other recommendations to improve safety and circulation to transportation@castilleja.org.

General Guidelines for Monitoring Drop off and Pick up at all Driveways

- No left turns into or out of the driveways. Right turns only. NO EXCEPTIONS! and no U-turns.
- Students must be prepared to exit the vehicle without delay. Parents should remain in the vehicle.
- Make sure students are not being dropped off or picked up in the middle of the street or across the street and that anyone affiliated with Castilleja is not parking on the neighbor's side of the street.
- Cars parking on the curbside need to pull up to the next car parked in front of them. The first car needs to pull up as far as possible.
- Monitor the cars that exit the driveways and help them avoid oncoming cars, bicyclists and pedestrians.
- Advise drivers of any violation that they commit and write down the violation and drivers name to be recorded later. You can use the clipboard provided from the maintenance office or send an email to transportation@castilleja.org .
- Middle school students get dropped off and picked up at the Bryant St. driveway. Upper school students get dropped off and picked up at the Kellogg driveway. Carpools drop off and pick up in the employee parking lot driveway. Carpools are 2 or more students being dropped off, a student and an employee or 2 employees.
- Traffic monitors are required to report any excessive vehicle queues, safety concerns, or traffic violations. For reporting please use the **transportation@castilleja.org** email.
- The Transportation Department will contact the appropriate administrator and inform them of the violation.

Bryant St. Driveway

- No left turns into or out of the driveways. Right turns only. NO EXCEPTIONS!

  Driveway Exit:
  - Stand so the drivers can see you clearly and you can see the street traffic. It is your responsibility to put your hand up to stop the driver until you give them the all clear to proceed. Bryant street is a bike boulevard and it is very important that you make sure the bike traffic is clear before giving a driver the all clear to proceed.

  Driveway Entrance:
  - Stand so the drivers can see you clearly and you can see the street traffic. There are two paths on this driveway. You will want to make sure drivers are using both. If the traffic is backing up onto the street you will need to communicate with the person working the

Traffic and Neighborhood Monitoring Guidelines

center driveway and let them know the front person needs to circle around.

Center Driveway:

- Stand on the inside of the crosswalk. You will need to supervise the drivers and students. Stop drivers when students are in the crosswalk.
- Ask drivers to circle around if their student is not present and there is a back up. The right side of the driveway is for staging and drivers must stay with the vehicle. The left side must continue to flow through.
- If the line of cars starts to back up onto the street and the front car's student is not ready to be picked up the driver will have to circle the block and get back in the queue.

Kellogg Avenue Driveway

- No left turns into or out of the driveways. Right turns only. NO EXCEPTIONS!
- Watch for students being dropped-off or picked-up in the middle of the street or across the street. If you see a violation, take down the name of the student and send an email to transportation@castilleja.org .

Driveway Exit

- Hold traffic when students are exiting the bus to make sure the students are clear before letting cars exit.
- Hold cars until it is safe to exit.

Driveway Entrance

- Monitor the flow of traffic into the driveway.
- If the line of cars starts to back up onto the street and the front car's student is not ready to be picked up the driver will have to circle the block and get back in the queue.
- Report any excessive queues or safety concerns to transportation@castilleja.org.

Emerson Driveway Exit

- No left turns into or out of the driveways. Right turns only. NO EXCEPTIONS!
- Make sure cars parking on the curbside pull up to the next car parked in front of them. The first car needs to pull up as far as possible.
- Watch for students being dropped-off or picked-up in the middle of the street or across the street. If you see a violation, take down the name of the student and send an email to transportation@castilleja.org .

Senior Lot Entrance/Exit

- Seniors must make right turns into and out of the Senior parking lot.
- Make sure no parent/guardians are dropping students off in the Senior lot. Please report any drop offs in the senior lot to transportation@castilleja.org.
- Make sure Seniors are only parking in valid parking spots.
- Walk the parking lot to make sure all cars parked in the Senor Lot have a sticker and report any cars that do not have stickers.

Traffic and Neighborhood Monitoring Guidelines

Corner Monitoritoring

- If you are signed up for corning monitoring in the AM or PM please arrive 20 minutes prior to the start or end of the school day. Pick one of the following locations: Embarcadero/Bryant, Bryant/Kellogg, Kellogg/Emerson, and Emerson/Melville.
- Pick up the clipboard for recording activity at the maintenance office and return the clipboard along with the recording sheet after you have completed your shift.
    - Ask students and employees who are walking to campus where they are walking from. We want to identify if they were dropped off or picked up in the surrounding neighborhood. If you suspect they were dropped off or picked up in the neighborhood, notify the offender about the rules and let them know this is their first warning and mark down their name, grade, offense.
    - Look down the streets to see if anyone coming to Castilleja is parking or getting dropped off in the neighborhood. Advise those who have parked or have gotten dropped off in the neighborhood that it is a violation of our CUP and they will be reported. Write down the violation and name of the student or driver for follow up.

Neighborhood Monitoring

- If you are signed up for neighborhood monitoring you can do this during your free period throughout the school day.
    - Please walk up to 2 blocks from Castilleja on the following streets: Kellogg Avenue, Waverley, Bryant, Emerson, Melville (Between Emerson and Alma). You are looking for cars with either a student or employee sticker. If you identify a vehicle parked in the neighborhood that has a Castilleja parking sticker, report the sticker and make of car to transportation@castilleja.org.
    - The Transportation Department will contact the appropriate administrator and inform them of the violation. The employee or student will be asked to move their car and the infraction will be entered into our parking infractions form.

Appendix G: Communications to Families, Employees and Visitors

F1. CastiNews Special Events Blurbs March-June 2024-2025

As per our CUP, we include special event parking information in our weekly newsletter, CastiNews. Below are CastiNews blurbs from this monitoring reporting period:

March 7, 2025:

MS SPRING SOCIAL

Our spring social will be held on campus on Friday, March 7, from 6:00 to 8:00pm. Plan to pick up your student at the conclusion of the event.

- 6th grade—pick-up will be at the Bryant driveway
- 7th grade—pick-up will be the Kellogg driveway
- 8th grade—pick-up will be at the employee driveway by the pool

DANCE PRODUCTION EVENT PARKING

On Friday, March 14, and Saturday, March 15, please use the campus parking lots, curbside on the campus side of the street and Paly's parking lot on Embarcadero. Please follow the instructions of the parking attendants.

March 14, 2025:

NEW! AFTER-SCHOOL EVENTS

Pick-up after athletic practices, rehearsals, and other after-school activities will be in the Employee Lot by the pool gate (accessed via Kellogg Avenue).

DANCE PRODUCTION EVENT PARKING

Please try to carpool, take the train, walk or bike whenever possible to help us reduce the impact on the neighborhood. If you bring a car to campus, please park in the campus parking lots, curbside on the campus side of the street on Bryant, Kellogg, and Emerson, and Paly's parking lot on Embarcadero. Please follow the instructions of the parking attendants. Per our CUP, there is no parking allowed anywhere else in the neighborhood.

AFTER-SCHOOL PICK-UP AT THE BRYANT DRIVEWAY

We kindly ask that you do not arrive before 3:15pm for student pick-up after school. Maintaining a steady traffic flow is essential to staying in compliance with our Conditional Use Permit (CUP) and reducing disruptions to the neighborhood. Additionally, Castilleja families are not permitted to pick up students in the neighborhood. Thank you for your cooperation.

March 21, 2025:

NEW! 7TH GRADE PICK-UP/DROP-OFF

To help alleviate congestion and balance out our flow of cars, we are moving 7th grade drop-off and pick-up to Kellogg. If you have another Middle School student, please continue to use the Bryant Driveway. All existing traffic rules remain the same.

AFTER-SCHOOL EVENTS

Pick-up after athletic practices, rehearsals, and other after-school activities will be in the Employee Lot by the pool gate (accessed via Kellogg Avenue).

AFTER-SCHOOL PICK-UP

We kindly ask that you do not arrive before 3:15pm for student pick-up after school. Maintaining a steady traffic flow is essential to staying in compliance with our Conditional Use Permit (CUP) and reducing disruptions to the neighborhood. Additionally, Castilleja families are not permitted to pick up students in the neighborhood. Thank you for your cooperation.

April 18, 2025:

NEW! PARKING INFORMATION FOR UPCOMING EVENTS

Please familiarize yourself with these parking guidelines for upcoming events. As always, we encourage you to try to carpool, take the train, walk, or bike whenever possible to help us reduce the impact on the neighborhood

- **Friday, April 25, Founder's Day**
  For this event, parking is permitted in the neighborhood. Arrive early enough so you have time to walk to campus from two blocks away. To maximize space, please pull forward to the end of the curb or the next car in front of you. There are reserved spaces for ADA parking in the employee lot for guests who need accommodations. Email Ellen Moore if you need assistance. Do not block anyone's driveway.

- **Friday, April 25, and Saturday, April 26, US Play**
  There will be parking in the visitor spots in the Bryant driveway, the employee parking lot, and the campus side of the street on Bryant, Kellogg, and Emerson. To maximize space, please pull forward to the end of the curb or the next car in front of you. There are reserved spaces for ADA parking in the employee lot for guests who need accommodations. Email Tannis Hanson if you need assistance. There will be additional parking available at Palo Alto High School. A shuttle is available upon request at (650) 470-7878. Per our CUP, there is no parking allowed in the neighborhood for this event.

April 25, 2025:

NEW! PARKING INFORMATION FOR UPCOMING EVENTS

Please familiarize yourself with these parking guidelines for upcoming events. As always, we encourage you to try to carpool, take the train, walk, or bike whenever possible to help us reduce the impact on the neighborhood.

- **Friday, April 25, and Saturday, April 26, US Play**
  There will be parking in the visitor spots in the Bryant driveway, the employee parking lot, and the campus side of the street on Bryant, Kellogg, and Emerson. To maximize space, please pull forward to the end of the curb or the next car in front of you. There are reserved spaces for ADA parking in the employee lot for guests who need accommodations. Email Tannis Hanson if you need assistance. There will be additional parking available at Palo Alto High School. A shuttle is available upon request at (650) 470-7878. Per our CUP, there is no parking allowed in the neighborhood for this event.

- **Tuesday, April 29, 9th Grade Welcome Event**
  There will be parking in the visitor spots in the Bryant driveway, the employee parking lot, and the campus side of the street on Bryant, Kellogg, and Emerson. To maximize space, please pull forward to the end of the curb or the next car in front of you. There will be additional parking available at Palo Alto High School. A shuttle is available upon request at (650) 470-7878. Per our CUP, there is no parking allowed in the neighborhood for this event.

May 2, 2025:

NEW! PARKING INFORMATION FOR UPCOMING EVENTS

Please familiarize yourself with these parking guidelines for upcoming events. As always, we encourage you to try to carpool, take the train, walk, or bike whenever possible to help us reduce the impact on the neighborhood.

- **Thursday, May 8, CSA Parent "Thank You" Lunch:** Parking will be available in the employee lot, curbside on the campus side of the street on Bryant, Kellogg, and Emerson, in the visitor spots, and in the designated bus parking along Kellogg. Please note the visitor spots and bus parking are only available from 8:30am to 2:45pm.

- **Friday, May 9, New 6th Grade Welcome & Big/Little Sister BBQ:** Parking will be available in the employee lot, curbside on the campus side of the street on Bryant, Kellogg, and Emerson, in the visitor spots, in the designated bus parking along Kellogg, and at Palo Alto High School.

- **Saturday, May 10, Junior/Senior Prom:** Pickup, drop off and parking will be available at Palo Alto High School.

Reminder, per our CUP, there is no parking allowed anywhere else in the neighborhood.

When attending Castilleja events, be sure to follow the instructions of the parking attendants.

Questions? Contact Assistant Superintendent of Buildings and Grounds Vince Dailey and Director of Campus Operations Nikki Myers.

May 9, 2025:

PARKING INFORMATION FOR UPCOMING EVENTS

Please familiarize yourself with these parking guidelines for upcoming events. As always, we encourage you to try to carpool, take the train, walk, or bike whenever possible to help us reduce the impact on the neighborhood.

- **Friday, May 9, New 6th Grade Welcome & Big/Little Sister BBQ:** Parking will be available in the employee lot, curbside on the campus side of the street on Bryant, Kellogg, and Emerson, in the visitor spots, in the designated bus parking along Kellogg, and at Palo Alto High School.

- **Saturday, May 10, Junior/Senior Prom:** Pickup, drop off and parking will be available at Palo Alto High School.

Reminder, per our CUP, there is no parking allowed anywhere else in the neighborhood. When attending Castilleja events, be sure to follow the instructions of the parking attendants. Questions? Contact Assistant Superintendent of Buildings and Grounds Vince Dailey and Director of Campus Operations Nikki Myers.

F2. CastiNews Special Events Blurbs March–June 2024–2025

Our weekly all-community newsletter, "CastiNews," always includes the following transportation and TDM blurbs:

TRANSPORTATION

Thank you for your support and cooperation!

Please read this section thoroughly

AFTER-SCHOOL PICK-UP

We kindly ask that you do not arrive before 3:15pm for student pick-up after school. Maintaining a steady traffic flow is essential to staying in compliance with our Conditional Use Permit (CUP) and reducing disruptions to the neighborhood. Additionally, Castilleja families are not permitted to pick up students in the neighborhood.

TRANSPORTATION AND PARKING PORTAL

Please familiarize yourself with our Transportation and Parking Portal for families. Here you will find details about:

- Shuttle routes
- Car registration
- Pick up/drop off instructions
- Carpool with other families

You can find it under "Transportation" in the Parent/Guardian Portal.

REGISTER YOUR CAR/PARKING STICKER

All student and parent/guardian vehicles that come to campus must have a parking sticker affixed to the vehicle's front windshield. Register your vehicle here. Once your registration request has been processed, your parking sticker(s) will be mailed to you.

CIRCULATION

Please follow these guidelines when driving through the neighborhood:

- Traffic flows clockwise (right turns only).
- No left turns into or out of campus driveways are permitted at any time.
- No pick-up or drop-off is allowed in the street.
- All cars must travel through Castilleja's driveways in order to drop off or pick up.
- Watch for bicycles and pedestrians: Bryant Street is an official Bike Boulevard. Exercise special caution when driving and parking on Bryant Street.
- No double parking is permitted at any time.

DROP-OFF AND PICK-UP

We kindly ask that all parents adhere to the designated drop-off locations as outlined below. Your cooperation helps ensure the safety of our students and compliance with city regulations.

- 6th & 8th Grade students should be dropped off and picked up at the Bryant Street driveway.
- 7th Grade & Upper School students should be dropped off and picked up at the Kellogg Avenue driveway.
- Pick-up after athletic practices, rehearsals, and other after-school activities will be in the Employee Lot by the pool gate (accessed via Kellogg Avenue).

Dropping off or picking up anywhere in the neighborhood is strictly prohibited. This includes waiting in your car for dismissal. Remember to always follow the instructions of the parking attendant and monitors.

Questions? Contact Assistant Superintendent of Buildings and Grounds Vince Dailey and Director of Campus Operations Nikki Myers.

F3. Founder’s Day Communication

Founder's Day

Friday, April 25, 2025

Our 118th Anniversary

Castilleja's founder, Mary Lockey, started a school tradition celebrating Arbor Day each year by planting a tree on campus. For decades, this time was used to beautify the campus, and in 1940, Arbor Day at Castilleja became Founder's Day, in honor of Miss Lockey and the holiday she loved. This year, parents and guardians will be invited to join their students on campus for a lunch and program featuring student speeches, the senior quilt reveal, and remarks by Interim Head of School Julia Eells. Shaded tables will be organized by grade level, and all students will be sent a seating preference survey (similar to the Fabulous Dinner Dance event) and asked to provide a list of classmates with whom they’d like to sit. This is a wonderful opportunity to meet your fellow parents and guardians, connect with your friends, and spend the afternoon with your Casti student. For this special event, in addition to parking around the school perimeter and in the Employee/Pool Lot, you may also park in the neighborhood. If possible, please consider carpooling, taking the train, walking or biking to help us reduce the impact on the neighborhood.

F4. Letter Neighbors

April 21, 2025

Dear Castilleja Neighbor,

I hope you're well and enjoying springtime. I'm writing to share the schedule of our annual spring activities as we prepare to wind down another school year.

Friday, April 25, 11:00–3:00pm - Founder's Day Lunch

Tuesday, June 3, 6:00–7:00pm - Bi-Annual Neighbor Meeting, Castilleja Dining Room

Friday, June 6, 1:00–3:00pm - 8th Grade Promotion

Friday, June 6, 5:00–6:00pm - Senior Class Baccalaureate

Saturday, June 7, 2:30–5:00pm - Commencement

Founder's Day and Commencement Events are on our list of major events with the City of Palo Alto, so parents and guardians may park in the neighborhood. As always, we will do our best to reduce neighborhood impact, and parking attendants will be present to guide our community.

Please reach out to Director of Operations Nikki Myers (nmyers@castilleja.org) if you have questions to submit in advance of the Neighbor Meeting. Members of our construction team and those overseeing the project will be in attendance.

Sincerely,

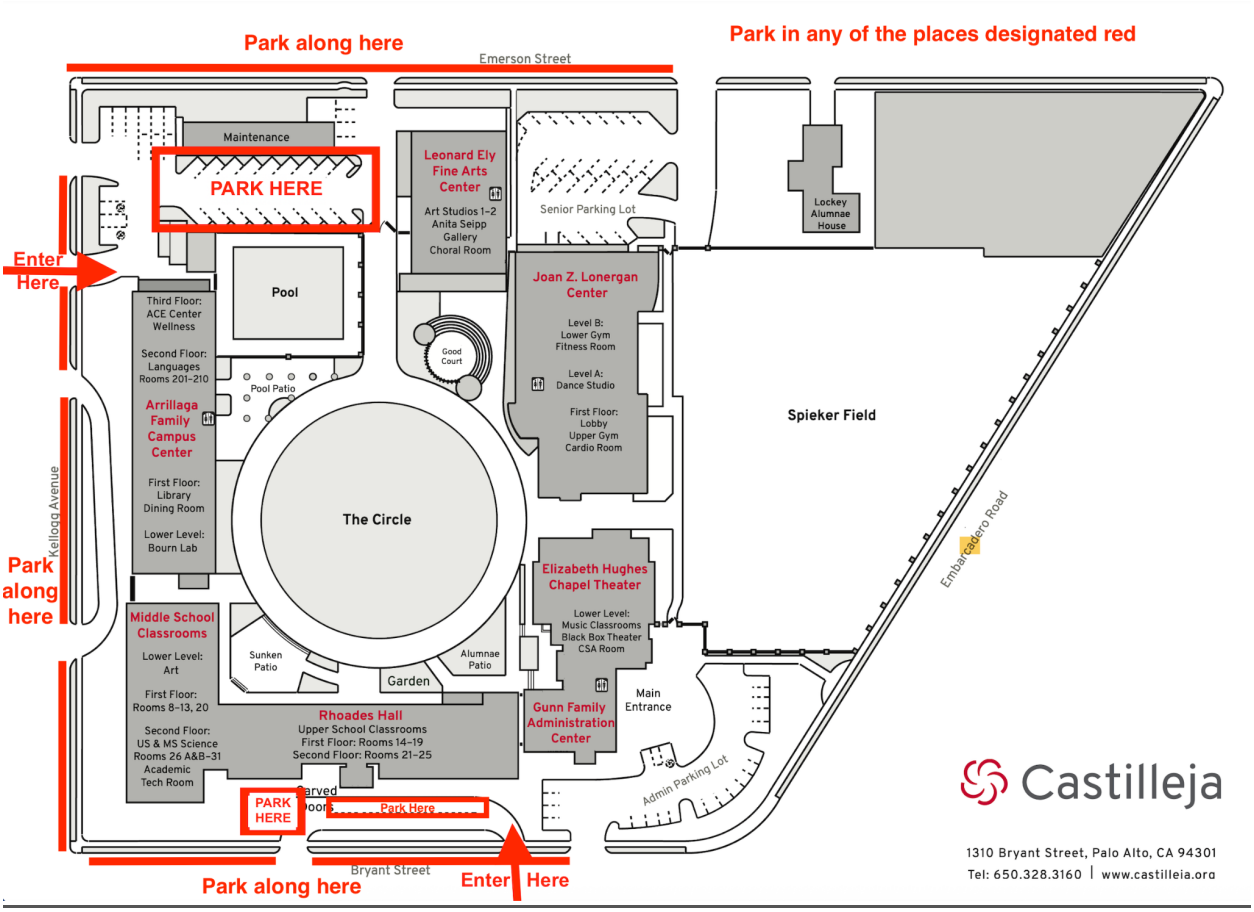


Emily McElhinney

Director of Communications & Community Relations

F5. Retirement Party Parking Instructions

Please try to carpool, take the train, walk, or bike whenever possible to help us reduce the impact on the neighborhood. If you bring a car to campus, please park in the visitor spots in the Bryant driveway, the employee parking lot or the campus side of the street on Bryant, Kellogg, and Emerson (including the reserved bus parking). To maximize space, please pull forward to the end of the curb or the next car in front of you. Per our CUP, there is no parking allowed in the neighborhood.



F6. Dance Production Parking

Parking Information for Dance Production:

Please try to carpool, take the train, walk, or bike whenever possible to help us reduce the impact on the neighborhood. If you bring a car to campus, please park in the visitor spots in the Bryant driveway, the employee parking lot or the campus side of the street on Bryant, Kellogg, and Emerson. To maximize space, please pull forward to the end of the curb or the next car in front of you. There are reserved spaces for accessible parking in the employee lot for guests who need accommodations. Email kkuehn@castilleja.org if you need assistance. There will be additional parking available at Palo Alto High School. A shuttle is available upon request. Please call the transportation line to request a shuttle at 650-470-7878. Per our CUP, there is no parking allowed in the neighborhood.

F7. Email to Employees Friday March 7

Good morning, Colleagues!

I'm reaching out to request that you make **alternative parking arrangements for tomorrow, 3/7/25**, as we have a large number of RSVP'd guests attending the coffee reception with our incoming Head of School, Dr. Betty Noel-Pierre.

To ensure adequate parking for our visitors and remain in compliance with our Conditional Use Permit, we kindly ask that you avoid parking on campus, which includes the employee lot and schoolside of Bryant, Emerson and Kellogg. Parking will be available at AME, with shuttle pick-up scheduled for 8:10 AM. If you need a ride outside of this time, please call our **transportation line at 650-470-7878**.

I apologize for the inconvenience and truly appreciate your understanding. We hope you can make the necessary accommodations to help ensure a smooth and welcoming experience for our visitors.

Thank you for your cooperation!

F8. APG Fireside Chat Friday Confirmation

Appendix H: 2024–2025 TDM Operations Guide and Program Manual

Castilleja School

2024-25

Transportation Demand Management

Operations Guide & Program Manual

An annual consolidation of Castilleja School TDM mitigation practices & requirements

OVERVIEW OF TDM PROGRAMS & OPERATIONS MANAGEMENT

This Operations Guide provides an overview of the planned mitigation strategies for the 2024-25 academic year to achieve our AM peak trip threshold of 383 trips and our Average Daily Trip (ADT) threshold of 1198. It contains appropriate measures and elements consistent with other Palo Alto, Santa Clara County, and regional commute programs, as well as the required COA's and Mitigation Measures required by the RLUA. The goal is that by implementing the strategies listed in this Operations Guide, Castilleja will successfully reduce trip counts and impact to the neighborhood.

The Operations Guide is categorized in the following sections:

I. Modes of Transportation
II. Communication and Education
III. Traffic and Parking Management
IV. School Operations
V. Monitoring and Reporting

Modes of Transportation

CARPOOLING

Castilleja actively encourages carpooling for employees, students, and parents/guardians. For employees, we offer cash incentives to those who commute with two or more in a car not in the same family. For students and parents/guardians we have programs in place to support the matching of families. In addition, Castilleja offers carpoolers in electric vehicles priority in using chargers in the employee parking lot.

- **Student Carpool Facilitation:** Castilleja's student carpool matching efforts include a parent representative who contacts households that live near an active carpool or live near other homes to help foster a carpool arrangement between these families. Parents looking for a carpool match can fill out the online form located on our website. A member of our parent community uses the survey results to help facilitate carpool matching.

- **Employee Carpool Facilitation**: Castilleja has a spreadsheet for employees on the Employee Transportation Portal for employees wishing to find a carpool partner.

WALKING AND BIKING

Castilleja actively encourages walking and biking to school for both students and employees that live within a 2-mile radius of campus. For employees we offer a cash incentive for walking or biking to school. For employees and students, we provide on-site bike repair equipment and conduct bike safety and maintenance clinics.

- **Bicycle and Pedestrian Connections:** Bicycling and walking are an alternative to the private automobile. They are also zero-emission modes of transport and, therefore, every trip converted from a car to a bike or walk helps our air quality. Castilleja supports and encourages biking and walking programs. Our new campus will incorporate bicycle lanes and paths to promote bike commuting and walking.

- **Bicycle Parking:** Castilleja provides more than 100 secure bicycle facilities which is currently more than enough bike parking for all of our students and employees who wish to commute to Castilleja by bicycle. For our campus remodel Castilleja plans to install 140 Class II secure bicycle parking facilities for bicycle commuters. Castilleja counts bicycle parking daily. As the demand for bicycle facilities expands, Castilleja will add more racks to accommodate the growing number of bicycle commuters.

- **Bicycle Repair Fix It Station:** Castilleja has a bicycle Fix-it station in the maintenance office. The bike Fix-it station includes an air compressor and a bike repair kit. We have staff that will assist any students or employees that need help with maintaining their bike.

- **Bicycle Tune Up Day:** Castilleja hosts one to two free events during the school year with a local bicycle shop or mobile service to provide free bicycle mini-tune-up or maintenance checks for all students, faculty, and staff. Tune-up events help promote the Bike-to School Days campaign.

- **Bicycle Safety Education:** Castilleja hosts a bicycle safety education class taught by staff or a local bicycle advocacy organization twice per year. The bike safety workshop will review bike riding basics, family biking tips, and general bike mechanics.

- **On-Campus Bikeshare:** Castilleja currently has two school-owned bicycles for employees to use for lunchtime recreation or daytime errands.

- **Walking or Biking to Campus Guidelines**: Castilleja provides safe route mapping for biking and walking to school to students and employees. According to WalkScore.com, Castilleja rates a 72 out of 100 as a "very walkable" location.

TRANSIT, VAN, AND SHUTTLES.

- **Free School Bus and Van Service:** Castilleja offers free school bus and van service from Burlingame, San Mateo, Woodside, Portola Valley, the Los Altos region, East Palo Alto, and Menlo Park. This free service is available to students and employees. The school bus routes are listed on the Castilleja internal transportation resource portal, https://www.castilleja.org/transportation-and-parking/schedules.

- **Caltrain Shuttle Van:** Castilleja operates four to five last-mile van pick-up services for students and employees traveling to and from school via Caltrain. The van picks students and employees up at the Palo Alto University Avenue Caltrain Station in the morning and provides return service to the station after school. The Caltrain shuttle schedule can be found on our internal transportation portal https://www.castilleja.org/transportation-and-parking/schedules.

- **Student Parent/Guardian Incentive Program**: We currently offer our school bus/van and shuttle services free of charge to our students and employees. We routinely monitor our current routes and look for opportunities to add or alter routes as needed.

Communication and Education

Castilleja TDM Resource Portal Webpage

- **Castilleja Commuter Resource Webpage (Portal):** Castilleja maintains web pages containing transportation resources and policy information for parents/guardians, students, and employees. Traffic reduction is a priority for the school. All school community members must abide by the school's TDM plan, posted on the Employee, and Parent/Guardian portals. The portals include instructions regarding all parking, car registration, and traffic circulation guidelines and the expectations that students, parents, and employees make every effort to reduce their transportation impact.

- **Employee Portal TDM Webpage:** Our employee transportation and parking TDM webpage contains some of the following information:
  - Parking requirements for employees who bring a car to campus
  - Information about our loaner bicycles
  - TDM pledge and trip reduction policy
  - Describes our 2024/25 employee incentive program
  - Links to: Bus/Van/Shuttle Schedules and Vehicle Registration

- **Parent/Guardian Portal Transportation Webpage:** Our parent/guardian transportation portal page contains some of the following information:
  - Traffic and trip reduction policy
  - Parking guidelines
  - Who can drive to campus (Seniors only)
  - Our van/bus shuttle program and links to the schedule
  - Link to our vehicle registration form

Student Parent TDM Communications

- **Student TDM Communications:** At the start of each semester Castilleja will remind Seniors that they must register all cars that will be driven to campus and review the traffic

and parking policies. For the 2024/25 school year we have started issuing yellow stickers to our students to easily identify our Senior drivers. In addition we have linked the process for issuing Senior driver car stickers to our "Senior Privileges" to better incentivize drivers to register their vehicles.

- **Student & Parent/Guardian School TDM Communications:** Castilleja sends out emails and our weekly newsletter communications to inform students and parents/guardians of the following:
  - Commuter policies
  - Transportation & free bus/shuttle services
  - Parking updates and information
  - School traffic TDM requirements
  - Alternative options to consider such as biking, walking, carpooling or using the free bus/shuttle service

- **Student & Parent/Guardian Traffic Reduction Policy:** At the start of each school year and the second semester families receive communication about the importance of limiting the school's traffic impact on the surrounding neighborhood through transportation marketing materials, the handbook, and our TDM Transportation portal page. All students and parents are encouraged to carpool, ride Caltrain, and use the school's buses and shuttles. Students who live near campus are encouraged to walk or ride a bike to school.

- **Student & Parent/Guardian Handbook TDM Information**: At the start of each school year students and parents/guardians are provided a handbook with our traffic rules and consequences for non-compliance. All students and parents/guardians are required to sign a form attesting that they have received and read the handbook.

CASTILLEJA NEWS TRANSPORTATION SECTION NEWSLETTER

- **Castilleja's Weekly Newsletter:** CastiNews is Castilleja's weekly newsletter and includes information about events, parking, and traffic minimization. CastiNews goes to parents/guardians and employees and includes a transportation and parking section. This section is used to provide traffic and parking updates for special events or any general updates as needed.

Traffic and Parking Management

Parking Restrictions

- **Restrict Student Driving and Parking on Campus**: Juniors are prohibited from driving and parking on or around campus however 5 exceptions to this rule are allowed at any given time for students that have extenuating circumstances.

- **Campus Parking:** Students, parents/guardians, visitors and employees are informed that they may only park on campus, in the schools remote lots, and on the school side of the street around campus.

- **Designated Student and Employee Parking Program:** The school has created dedicated student parking in the senior lot and employee parking in the Kellogg/Emmerson lot. In addition, Castilleja has reserved EV Parking for employees that carpool and drive an Electric Vehicle. All visitors to campus are instructed to use the Admin Lot.

- **Visitor Parking Lot:** An area in front of the Administration Building has been designated as the visitor parking zone. All visitors to campus are instructed to use this parking lot.

Off-Campus Parking

- **Remote Parking Facilities:** Castilleja currently leases 25 parking spaces at First Presbyterian Church for use by employees allowing them to park and walk to campus.

Castilleja also currently leases 20 parking spaces at University AME Zion Church for students and employees. There is a shuttle that runs between the church and the school in the morning and multiple times in the afternoon.

- **Rules for parking at the off-campus lots:**

First Presbyterian Church

- ❖ Parking is allowed 6:30 a.m. - 5:30 p.m.
- ❖ No moving your car to campus during the school day
- ❖ Be respectful of the neighborhood: Keep quiet when returning to your car.

Zion Church

- ❖ Parking is allowed 6:00 a.m. – 8:00 p.m.
- ❖ Sign up the day before to schedule shuttle service
- ❖ Be respectful of the neighborhood: Keep quiet when returning to your car or waiting for the shuttle.

Special Event Parking Management

- **Special Event Parking and Traffic Management:** Castilleja will review the parking and traffic requirements for each special event included in our special event list provided to the City at the start of the school year.

Castilleja will implement special event parking management mitigation measures (listed below) for events that fall into the following categories:

- Major Events
- Special Events taking place 8:45 a.m. - 3:30 p.m, with greater than 80 guests
- Special Event taking place outside of instruction hours with greater than 160 guests.

• **Special Event Parking Mitigation Measures:**

✓ Provide traffic monitors to make sure that all vehicles park legally and safely.

✓ Provide shuttles to Caltrain and publish the shuttle schedule in CastiNews.

✓ Make every effort to arrange off-site parking with nearby parking lots and provide shuttle service to and from the parking locations.

✓ Use the athletic field for overflow parking when needed.

- A Castilleja employee is on premises weekdays until 10 pm and Saturdays until 4 pm. A contact sheet is provided to employees should an unforeseen disruption occur outside of those hours.

• **Parking for School Committee Meetings:** For school committee meetings Castilleja will coordinate a parking plan and shuttle schedule when needed. The parking plan and shuttle schedule will be communicated via CastiNews and/or included in committee member communications. At the start of these meetings leaders will be instructed to remind guests of our parking policies and ask guests that are not parked in an approved location to move their cars.

Summer Camp Parking and Traffic Management

• **Summer Camp Parking Mitigation Measures:** Summer camp drop-off and pick-up will be conducted on campus. Camp employees will facilitate getting campers into vehicles and ensure all parking/traffic policies are being followed. It will be the responsibility of the Director of Summer Camp to enforce the policies with parents.

Traffic Rules, Enforcement, Monitoring and Management

• **Daily Traffic Management:** Castilleja uses school employees and security guards to help enforce all of our traffic rules. Castilleja traffic monitors will be identified by wearing a

highly visible safety vest. During peak traffic times in the morning and afternoon Castilleja uses a total of seven attendants to enforce the following rules and safety measures:

- Right turn only rule into and out of campus driveways and parking lots
- Make sure cars do not back up on Kellogg, Bryant, Emerson or Embarcadero
- No double parking in the neighborhood
- No drop-off/pick-up of students outside of approved drop-off locations
- No blocking the neighbor driveways at any time.
- Maintain traffic flow in driveways. Drivers are directed to circle the block and return if their student is not at the pick-up location.
- Monitor the exit onto Bryant street to assure that the bike route is kept safe upon exiting.

• **Traffic Monitor Training:** At the beginning of the school year school traffic monitors are trained on the above procedures as well as being instructed to report any excessive vehicle queues, safety concerns, or other concerns or recommendations to improve safety and circulation.

• **Daily Onsite and Surrounding Public Street Parking Oversight:** At least once per day traffic attendants will monitor parking onsite and on surrounding public streets. Any offenders are notified to move their car and added to our violation list for follow up if necessary.

• **Student Drop-off and Pick Up Distribution:** Castilleja has multiple drop-off and pick up locations. Morning drop-offs and afternoon pick-ups are positioned in separate locations depending on grade level, carpool, and multi grade level families. Families who carpool use the priority loading area in the Employee Lot located by the pool. Castilleja attempts to distribute a portion of users at drop-off/pick-up areas (43% Bryant St, 30% Kellogg Ave, and 27% Bryant St. onto Emerson St.) to manage peak-hour traffic more efficiently. Castilleja will routinely monitor and reassess the drop-off/pick-up assignments to balance traffic flow and mitigate any back up onto the surrounding streets.

School Operations

Transportation Coordinators: Castilleja has designated two staff members to support the school's transportation facilities and programs. One staff person has a primary responsibility to oversee and manage transportation programs for the school. A second staff member aids and supports the transportation coordinator.

Vehicle Registration and Permitting: Vehicle registration and permitting are required for all students, parents/guardians, and employees. The Transportation Portal houses the link to the Vehicle Registration form. Once the form is completed, the School will issue a parking sticker, which must be affixed to the lower right-hand corner of the car's windshield.

EMPLOYEE TDM POLICY

- **Start of School Year Employee TDM Communication:** At the start of each semester Castilleja sets aside time for employees to register their cars, receive their I.D. tags and review the traffic and parking policies.

- **Employee TDM Handbook:** At the beginning of each school year, all Castilleja employees receive an Employee Policy Handbook. The handbook contains a section that describes the TDM rules employees are expected to follow to comply with the TDM related COA's and Mitigation Measures. All employees are encouraged to walk, ride a bike, carpool, take the train, or use the various Castilleja shuttles to campus and abide by all transportation demand programs outlined in the Transportation Section of our Employee Portal and Employee Handbook.

- **Employee TDM Reduction Pledge – Mandatory Participation:** For the 202-25 school year we are asking all employees to commit to doing one of the following, at least four times a week:

    1. Commute by means other than a car (walk, bike, take the train, or use Castilleja van/bus transportation)
    2. Carpool with two or more non-family members
    3. Park in one of the remote parking lots

Employees who cannot fulfill one of the options above at least four days a week are required to sign up to help with traffic duty on days when they need to park on campus.

- **Employee TDM Commitment Survey:** All employees are sent a survey at the beginning of the school year and asked to identify which of the above options they plan to commit to. Employees receive a transportation survey each morning where they are asked a question regarding their mode of transportation for that day. We use this information to monitor TDM compliance and to calculate incentives for using alternative forms of transportation.

- **New Employee TDM Orientation Packet:** As new employees arrive at Castilleja, they are taken through a TDM OrientationPresentation. This presentation covers commuting to campus, preferred transport modes, commuting by car limitations, TDM monitoring and participation, and the importance of the TDM Requirements.

- **Employee Transit Benefits:** Employees can elect Commuter Transit benefits. Castilleja will provide employees up to $92.50 per pay period (maximum of $185 a month) towards their commute costs when they use public transportation to commute to and from Castilleja at least 4 days a week. Funds will be issued directly to a debit card by our administrator, HRPro, and spending deemed to be commuter funds would be limited to the purchase of a Clipper Card, or SamTrans or BART passes or transit parking.

- **Employee Incentive Program:** Castilleja actively encourages carpooling and alternative means of transportation to school. Employees earn $2.50 for each day they bike, walk, park remotely, carpool, or take public transportation. Employees must record their daily mode of transportation via a transportation survey through email or text message. We use this data to calculate our TDM incentives and for TDM Plan Reporting.

- **Employee TDM Expense Reimbursement:** Employees are eligible for a $50 annual employee reimbursement to defray the cost of their TDM compliance. The reimbursement covers bike tires, inner tubes, rain boots, helmets, bike gear, bike tune ups, transit costs, walking shoes, or fuel costs for carpool or vanpools.

Monitoring and Reporting

- **Permanent Vehicle Counter Devices:** Castilleja installed permanent vehicle counter devices at the entrances and exits of drop-off locations, surface parking lots, and garages.

Castilleja will monitor the number of vehicle trips to and from campus during the peak morning hours.

- **Temporary Vehicle Counter Devices:** From time to time, Castilleja will install temporary vehicle counter devices in the public right of way at locations determined by the City Planning Director.

- **Monitoring Report:** Compiled TDM and travel data will generate a descriptive monitoring report for the City three times for the 2024/2025 school year.

Appendix I: 2024–2025 Transportation and Parking Handbook Section

Transportation and Parking Handbook Section

Traffic reduction is a priority for the school. All members of the school community abide by our Transportation Demand Management (TDM) plan, which is posted on the MS, US, and Parent Portals. Please familiarize yourself with all parking, car registration, and traffic circulation guidelines, and make every effort to reduce your family's transportation impact.

Please note: Castilleja parents, guardians, employees, and students are prohibited from stopping or parking in front of neighbors' houses for any reason at any time except for major events as announced in advance in CastiNews.

Ideas, questions, and comments are welcome. Please email transportation@castilleja.org .

Traffic and Parking Policies

Castilleja's Conditional Use Permit to operate a school in a residential neighborhood requires us to take responsibility for traffic and parking mitigation measures on the streets surrounding the school. Castilleja must be responsible in this regard, and t he school has made an agreement with the City of Palo Alto to enforce the following traffic/parking policies. These traffic policies are as important to the school as all other policies; they are policies that students and parents/guardians agree to abide by as part of enrolling at Castilleja.
Those who live within two miles of the school are expected to make every effort to walk or ride a bike to get to campus.

Bicycles

Students are encouraged to ride their bikes to school. Racks for bicycles are provided on campus adjacent to the Joan Z. Lonergan Center and the Arrillaga Family Campus Center; bikes should be locked and parked away from sidewalk areas. A map of bicycle routes to campus is available on the Portal.

School Bus and Shuttle Service

Riding the school bus and shuttle is a privilege, and students are expected to conduct themselves in a manner that ensures the safety and comfort of all passengers. The following guidelines must be followed at all times:

- Be Respectful: Treat the bus driver and fellow students with respect. Follow the bus driver's instructions at all times.
- Stay Seated: Remain in your seat while the bus is in motion. Keep the aisles clear of belongings.

- Speak Quietly: Use quiet voices so as not to distract the driver. No shouting, loud talking, or using inappropriate language.
- Keep Hands and Feet to Yourself: Refrain from pushing, shoving, or hitting. Keep your hands, feet, and belongings to yourself and inside the bus.
- No Eating or Drinking: Eating and drinking are not allowed on the bus to ensure cleanliness and safety.
- Respect Property: Do not damage or deface the bus. Do not throw garbage or anything out of the bus. Report any damage to the bus driver immediately.
- Safety First: Follow all safety procedures and emergency protocols as instructed by the bus driver.

Morning School Bus Service

Castilleja provides morning shuttle service to school each morning and return service in the afternoon. Please refer to the transportation portal for updated information and schedules.

Shuttle Service to and from the Train Station

Students taking Caltrain to commute to school will be transported to and from the Palo Alto University Avenue Caltrain Station in school vans in the mornings and after school.
In addition, at the end of the school day there will be five scheduled van runs from Castilleja to the Palo Alto CalTrain Station.

If CalTrain's scheduled departure times unexpectedly change, the Castilleja van service will try to accommodate the changes or delays. Each van can seat nine passengers, excluding the driver. If more than nine students sign up to ride on any day, additiona l vans will be put into service to accommodate all riders.

Van riders can sign up on the Transportation Portal to ride the morning and afternoon CalTrain van shuttles. You can also view the scheduled morning pick-up time and the afternoon departure times. For more information contact transportation@castilleja.org

Shuttle Service to and from East Palo Alto

Castilleja provides shuttle service for students commuting from East Palo Alto each school day. There are currently 3 stops, the EPA library, the Boys and Girls Club and University Circle. Each van can seat nine passengers, excluding the driver. If more than nine students sign up to ride on any day, additional vans will be put into service to accommodate all riders. Riders can sign up on the Transportation Portal to ride the morning and afternoon shuttles. You can also view the scheduled morning pick-up time and the afternoon departure times. For more information contact transportation@castilleja.org .

Carpools

Carpooling is the best way to reduce traffic and parking around the school. All carpools (two or more students, including siblings) must use the Employee Parking Lot driveway at Emerson and Kellogg for drop-off and pick-up. The carpool lane is used for dropping off large objects such as boxes, golf bags, etc. The carpool lane is also used for changing drivers at drop-off or pick-up times.

In support of our carpooling efforts, Castilleja is participating in the Casti Carpool Program found on the transportation portal.

Drop-Off and Pick-Up

General Drop-off and Pick-up

Any car driving to campus must be registered via the Vehicle Registration Form and have a parking sticker affixed to the lower right hand corner of the windshield.

- **Middle School:** Drop-off and pick-up for the Middle School will be on Bryant Street
    - For families with students across both divisions, use Kellogg Street
- **Upper School:** Drop-off and pick-up for the Upper School will be on Kellogg Street
- **Carpools:** Please use the Employee lot, entering on Kellogg Street and exiting on Emerson Street

No left turns are allowed into or out of the driveways at any time. Please pull into the driveway to allow room for cars to enter behind you. **No queuing is allowed in the street at any time.** If the driveway is full, parents must circle the campus and come through again. **Please follow all traffic monitor instructions.** ***Students with learner's permits may drive through the Carpool Lane.*** **The Carpool Lane is the only location used for changing drivers at drop-off or pick-up times.**

Visitor Lot at the Gunn Administration Building

The visitor lot is available for mid-day drop off/pick up for medical or other appointments when parent checkout is needed. Parents are encouraged to use the visitor lot as their primary parking location when attending meetings at Castilleja during the school day.

Helpful Reminders

In addition, please observe the following:

- Bryant Street is an official bike route which sees high bike traffic throughout the day. Please drive carefully and look both ways several times before entering Bryant Street.

- Make sure your student is ready to get out of the car quickly by keeping her backpack and personal belongings in the seat next to her, as opposed to the trunk or other difficult -to-access places.
- For your child's safety, do not let children off across the street and have them cross in the middle of the block.
- Stopping in front of neighbors' houses across the street to wait for your student is prohibited.
- **Do not block the street** for any reason at any time. Traffic must be able to flow on Kellogg, Bryant, and Emerson at all times.
- **Do not block the driveways.** If your student is not ready to enter the car, you must pull out of the driveway and drive around the block so that others can circulate through the driveway.
- No double parking is permitted at any time.
- Arrive at school a few minutes earlier in the morning or arrive later in the afternoon when there is less congestion.
- Always be mindful of traffic and be courteous.

Late Pick-Up Safety

- The Bryant Street "Carved/Green Doors" at the semi-circular driveway are locked at 4:00pm. After 4:00pm, parents/guardians must pick up their students at the Kellogg Avenue doors at the Arrillaga Family Campus Center, where students can wait inside the lob by or work in the library. The Kellogg Avenue doors are also locked for entry at 4:00pm, but students may exit when their parents/guardians arrive in the Kellogg Avenue driveway for pick-up.
- At 6:00pm the Arrillaga Family Campus Center is closed and all students should have been picked up from regular school activities.
- Specific pick up information will be provided for afterschool activities that end after 6:00pm.
- Students are instructed not to open locked doors for unknown individuals. Please wear your name badge when on or entering campus.

Vehicle Registration and Parking

Driving a car to school and parking at school are considered privileges, and only seniors may drive to school. There will be limited exceptions for juniors due to special circumstances at the discretion of the Head of Upper School.

Any senior who drives to school must agree to abide by all the traffic/parking policies or **they will have their privilege of bringing a car to campus revoked.** All students and employees who drive to school and whose license allows are encouraged to carpool with others.

Parking or pickup infractions by parents or students will come to the attention of the division heads, who will manage the associated consequences outlined below in the Traffic/ Parking Infractions on Campus section.

All vehicles brought or driven to school by parents and students must be registered through the transportation portal.

- A school-issued parking sticker must be affixed to the lower corner of the passenger-side front windshield of any car parked on or around the school campus.
- A family should register any vehicle that may be driven to campus.
- Students who do not have a parking sticker attached to the windshield may not park in any parking lots or on the school side of the street.

School-associated vehicles, including those driven by parents/guardians and students, must abide by the following parking policies:

- Vehicles may park **ONLY in school parking lots and on the school side of the street** on the blocks of Bryant, Kellogg, and Emerson which immediately surround the school. **Parking is not allowed anywhere else in the neighborhood.**
- Vehicles must **never block neighbors' or school driveways.**
- Vehicles should park close together, leaving minimal space between vehicles.

Traffic/Parking Infractions on Campus

Castilleja considers violations of traffic/parking guidelines to be serious infractions of school policy.

Castilleja has sole discretion in determining what conduct violates its expectations and the appropriate consequences for traffic/parking violations. Generally, the process for traffic/parking infractions for Upper School students and parents is described below, though the school may respond as it deems appropriate under the circumstances, including deciding not to follow all or any of these steps before revoking privileges in situations where Castilleja determines a serious violation occurred.

The process for traffic/parking infractions for Upper School students:

- *First Warning:* The Class Dean or Employee will ask the student to correct the traffic/ parking infraction immediately.
- *Second Warning* The Class Dean or Employee will ask the student to correct the traffic/ parking infraction immediately and remind the student about the parking rules. The US Dean of Students meets with the student and informs the parent/ guardian of the infractions. The US Dean of Students will work with the student to design consequences.

- *Third Warning* US Dean of Students and/ or the Head of Upper School meets with the student and the student's parents/ guardians. Driving privileges will be suspended for 2 weeks.
- *Fourth Warning* Driving privileges are revoked for the remainder of the school year.

The process for traffic/ parking infractions for parents/ guardians:

- *First Warning* The parent/ guardian receives an email explaining drop-off and pick-up procedures and rules.
- *Second Infraction*: The parent/ guardian receives a written warning and is notified that the next infraction will come with a fine.
- *Third Infraction*: The parent/ guardian meets with the division head and the parent receives a $50 fine from the school.