



EAST PALO ALTO CITY COUNCIL REGULAR SESSION **AMENDED** AGENDA

Tuesday, July 21, 2026, 6:00 PM
EPA Government Center
2415 University Avenue, First Floor
East Palo Alto, CA 94303

NOTICE

This meeting will be held virtually and in-person at the Council Chambers located on 2415 University Ave, First Floor East Palo Alto, CA 94303. The virtual portion of this City Council meeting will be conducted in accordance with City of East Palo Alto Resolution adopted pursuant to Assembly Bill 361.

The public may participate in the City Council Meeting via Zoom Meeting or by attending in-person in the Council Chambers at 2415 University Ave, First Floor East Palo Alto, CA 94303. Community members may provide comments by emailing cityclerk@cityofepa.org, submitting a speaker card at the meeting, or using the **RAISE HAND** feature when the Mayor or City Clerk call for public comment. Emailed comments should include the specific agenda item on which you are commenting.

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Webinar ID: 812 6505 8189

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1. **CALL TO ORDER AND ROLL CALL**
2. **APPROVAL OF THE AGENDA**
3. **APPROVAL OF CONSENT CALENDAR**

3.1 Rail Spur Trail and Garden Street SRTS Improvements Project

Recommendation: Authorizing the City Manager to award to , negotiate and execute an agreement with SNG & Associates, Inc, in a form approved by the City Attorney, in the amount of \$129,881, and to establish a 10% contingency in the amount of \$12,988.10, for a not-to-exceed total of \$142,869.10, to provide civil engineering design services for the Rail Spur Trail and Garden Street SRTS Improvements Project

3.2 Award of Contract for On-Call and Emergency Tree Maintenance Services

Recommendation: Adopt a Resolution authorizing the City Manager to execute a five-year agreement, in a form approved by the City Attorney, with West Coast Arborists, Inc. for on -call and emergency tree trimming, pruning, and tree removal services within the public right-of- way and on City-owned properties, in an annual amount not to exceed Two Hundred Thousand Dollars (\$200,000), with the option to extend the agreement for up to three additional one-year terms, subject to satisfactory performance, and authorize Consumer Price Index (CPI) adjustments beginning after the second year of the agreement.

3.3 National Night Out

Recommendation: Present the proclamation.

3.4 Woodland Park 1 - Amendment to Development Agreement Terms

Recommendation:

Staff recommends the City Council take the following actions:

1. Waive second reading and adopt an Ordinance:

a. Approving the First Amendment to the Development Agreement between the City of East Palo Alto and Woodland Park Property Owner A, LLC for the Woodland Park Euclid Improvements Project, amending provisions related to (a) the timing of Impact Fee payments, (b) Off-Site Affordable Housing Units, (c) water infrastructure, (d) storm drainage improvements, (e) impact fee credits, and (f) assignment rights;

b. Authorize the City Manager to execute the First Amendment to the Development Agreement in a form approved by the City Attorney; and c. Find

that the adoption of the Ordinance is consistent with the previously adopted Environmental Impact Report (EIR) and that none of the conditions set forth in California Environmental Quality Act (CEQA) Guidelines Section 15162 and 15164 that would require a subsequent or supplemental EIR or Addendum to the EIR are present; and

2, Direct the City Clerk to record the First Amendment to the Development Agreement in the Official Records of San Mateo County in accordance with Government Code Section 65868.5.

3.5 City Council Meeting Minutes

Recommendation: Adopt the July 7, 2026, City Council Meeting Minutes

4. CLOSED SESSION

5. PUBLIC COMMENT

6. INFORMATIONAL REPORTS

6.1 Climate Action Plan Update

Recommendation: Receive informational report.

6.2 City Council Strategic Priorities Fiscal Years (FY) 2025-27 Work Plan - Fourth Quarter Status Update

Recommendation: Receive a fourth quarter update on the City Council Strategic Priorities FY 2025-27 Work Plan.

7. SPECIAL PRESENTATIONS

8. PUBLIC HEARINGS

8.1 Second Reading and Adoption of an Ordinance Ordering Submission to the Voters, and Adoption of a Resolution Calling and Requesting Consolidation of an Election

Recommendation:

Staff recommends that the City Council take the following actions:

1. Waive the second reading and adopt an ordinance ordering the submission to the qualified voters of the City, at the November 3, 2026 consolidated general election, of a proposition authorizing the City to incur general obligation bonded indebtedness in a principal amount not to exceed \$125,000,000 (requires a two-thirds vote of all members; as an ordinance relating to an election, it takes effect immediately upon adoption); and
2. Adopt a resolution calling the election, requesting consolidation with the statewide general election conducted by the County of San Mateo,

approving the form of the abbreviated ballot question, establishing the schedule and procedures for arguments, rebuttals, and the impartial analysis, and authorizing and directing the filing of the Tax Rate Statement and all other documents and actions necessary to place the measure on the ballot.

8.2 Adoption of Temporary Housing Development Incentive Program for Smaller Projects Ordinance

Recommendation: Staff recommends that the City Council adopt a resolution:

1. Based on the findings required by East Palo Alto Municipal Code (EPAMC) Section 18.114.060, find that the proposed Temporary Housing Development Incentive Program (THDIP) Ordinance is consistent with the General Plan, including the Housing Element, and supports the City's ability to meet its Regional Housing Needs Allocation (RHNA) by income category; will not be detrimental to the public interest, health, safety, convenience, or welfare of the City; and is internally consistent with the Development Code;
2. Waive the second reading and adopt an uncodified ordinance, as set forth as Attachment 1 in this report, titled "Temporary Housing Development Incentive Program for Smaller Projects" ("THDIP");
3. Direct the City Manager or designee to adopt Administrative Guidelines for the implementation of the THDIP; and
4. Find the proposed actions do not constitute "projects" with the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines sections 15378(b)(4) and 15378(b)(5) (governmental, administrative or financial activity) and Section 15061(b)(3) (common sense).

9. POLICY AND ACTION

9.1 Water Storage Tank Siting Study

Recommendation: Receive a presentation of the 50% Draft Supplemental Technical Memorandum (STM) for the Water Storage Tank Siting Study from EKI Environment & Water, Inc. and provide feedback on the proposed locations & configurations presented in the draft study.

9.2 University Avenue Grand Corridor Project Pilot Project Contract Amendment

Recommendation:

Adopt a resolution:

1. Authorizing the City Manager to execute the first contract amendment, in a form approved by the City Attorney, with CSWST2 for design services

for the University Avenue Grand Corridor Project to increase the contract budget by \$359,545 for a new not-to-exceed contract amount of \$2,040,450; and

2. Finding that the action being considered does not constitute a “Project” within the meaning of the California Environmental Quality Act (CEQA), pursuant to CEQA Guideline section 15378 (b)(5), in that it is a government administrative activity that will not result in direct or indirect changes in the environment, and because environmental review of the project will be performed as part of this contract during the design phase

9.3 FY2027 Transient Occupancy Tax Grants Recommendations

Recommendation: Adopt a resolution authorizing the City Manager to award twelve Transient Occupancy Tax (TOT) grants from the CYSF Fund, in a form approved by the City Attorney, for \$388,797, in an amount not-to-exceed \$400,000, for the FY2027 grant cycle and negotiate and execute agreements with:

- a. Bay Area Urban Eagles (\$30,000)
- b. The Circuit (\$30,000)
- c. Canopy (\$30,000)
- d. EPACENTER (\$40,000)
- e. EPA Greyhounds (\$30,000)
- f. EPA Razorbacks (\$39,840)
- g. Fresh Approach (\$38,797)
- h. Hope Horizon (\$30,000)
- i. Live in Peace (\$40,000)
- j. MPAA Mastodons (\$30,000)
- k. Step it Up Dance (\$30,000)
- l. StreetCode Academy (\$30,000)

Finding that the proposed action does not constitute a “project” with the meaning of the California Environmental Quality Act (“CEQA”) pursuant to CEQA Guidelines sections 15378(b)(4) and (5) in that it is a governmental fiscal, organizational or administrative activity that will not result in direct or indirect changes in the environment.

10. ADJOURN CITY COUNCIL MEETING AND RECONVENE TO THE EAST PALO ALTO SANITARY DISTRICT MEETING

11. EPASD CONSENT CALENDAR

11.1 Cash Disbursement Report for April 2026

Recommendation: Accept the cash disbursement report required pursuant to California Health and Safety Code Section 6794.

11.2 Cash Disbursement Report for May 2026

Recommendation: Accept the cash disbursement report required pursuant to California Health and Safety Code Section 6794.

12. EPASD PUBLIC COMMENT

13. EPASD PUBLIC HEARING

13.1 Public Hearing and Approval of Previously Adopted Sewer Service Charges to be Collected on the San Mateo County Tax Roll for FY 2026– 27

Recommendation:

1. Hold a public hearing to consider any objections or protests to the placement of EPASD’s FY 2026–27 sewer service charges on the San Mateo County secured property tax roll pursuant to Health and Safety Code §5473–5473.4; and
2. Adopt a resolution:
 - a. Confirming the written report of charges and authorizing the charges to be submitted to the County Tax Collector for collection; and
 - b. Finding the proposed action does not constitute a “project” with the meaning of the California Environmental Quality Act (“CEQA”) pursuant to CEQA Guidelines sections 15378(b)(4) and (5) in that it is a governmental fiscal, organizational or administrative activity that will not result in direct or indirect changes in the environment.

14. ADJOURN EAST PALO ALTO SANITARY DISTRICT BOARD MEETING AND RECONVENE TO THE CITY COUNCIL MEETING

15. COUNCIL REPORTS

16. ADJOURNMENT

Upcoming meetings:

September 1, 2026	Regular Meeting	6:00 PM
September 15, 2026	Regular Meeting	6:00 PM
September 29, 2026	Study Session	6:00PM

This Notice of Availability of Public Records: All public records relating to an open session item which are not exempt from disclosure pursuant to the Public Records Act, that are distributed to the majority of the City Council will be available for public inspection at the City Clerk's Office, 2415 University Avenue, East Palo Alto, CA at the same time that the public records are distributed or made available to the City Council. Such documents may also be available on the East Palo Alto website www.cityofepa.org subject to staff's ability to post the documents prior to the meeting. Information may be obtained by calling (650) 853-3100.

The City Council meeting packet may be reviewed by the public in the Library or the City Clerk's Office. Any writings or documents pertaining to an open session item provided to a majority of the City Council less than 72 hours prior to the meeting, shall be made available for public inspection at the front counter at the City Clerk's Office, 2ND Floor, City Hall, 2415 University Avenue, East Palo Alto, California 94303 during normal business hours. Information distributed to the Council at the Council meeting becomes part of the public record. A copy of written material, pictures, etc. should be provided for this purpose.

East Palo Alto City Council Chambers is ADA compliant. Requests for disability related modifications or accommodations, aids or services may be made by a person with a disability to the City Clerk's office at (650) 853-3127 no less than 72 hours prior to the meeting as required by Section 202 of the Americans with Disabilities Act of 1990 and the federal rules and regulations adopted in implementation thereof.

DECLARATION OF POSTING

This Notice is posted in accordance with Government Code §54954.2(a) or §54956. Members of the public can view electronic agendas and staff reports by accessing the City website. Under penalty of perjury, this Agenda was posted to the public at least 72 hours prior to the meeting.

POSTED: July 14, 2026

AMENDED: July 17, 2026

ATTEST:

Marissa Silva

Assistant City Clerk



EAST PALO ALTO CITY COUNCIL STAFF REPORT

DATE: July 21, 2026

TO: Honorable Mayor and Members of the City Council

VIA: Melvin E. Gaines, City Manager

BY: Cartier Pham, Assistant Engineer
Batool Zaro, Senior Engineer

SUBJECT: Award of the Rail Spur Trail and Garden Street SRTS Improvements Project

Recommendation

Adopt a resolution:

1. Authorizing the City Manager to award to, negotiate and execute an agreement with SNG & Associates, Inc, in a form approved by the City Attorney, in the amount of \$129,881, and to establish a 10% contingency in the amount of \$12,988.10, for a not-to-exceed total of \$142,869.10, to provide civil engineering design services for the Rail Spur Trail and Garden Street SRTS Improvements Project; and
2. Finding that the action being considered does not constitute a “Project” within the meaning of the California Environmental Quality Act (CEQA), pursuant to CEQA Guideline section 15378 (b)(5), in that it is a government administrative activity that will not result in direct or indirect changes in the environment, and because environmental review of the project will be performed as part of this contract during the design phase.

Alignment with City Council Strategic Plan

This recommendation is primarily aligned with:

Promote Health & Public Safety

Background



CONSENT ITEM 3.1

The City of East Palo Alto is advancing a series of active transportation improvements to enhance pedestrian and bicycle safety, close critical gaps in the transportation network, and improve access to schools, transit, residential neighborhoods, and community destinations. The Rail Spur Trail and Garden Street Safe Routes to School (SRTS) Improvement Project is a key component of this effort and reflects the City's broader commitment to creating a safer, more connected, and more accessible transportation system.

The project corridors include the Rail Spur Trail, Garden Street, and adjacent local street connections that collectively serve residents, students, trail users, and transit riders. These corridors currently exhibit varying levels of pedestrian and bicycle infrastructure, including incomplete sidewalk segments, limited or inconsistent Americans with Disabilities Act (ADA) compliant curb ramps, constrained right-of-way conditions, and opportunities for enhanced lighting, landscaping, and wayfinding. As a result, comfortable and safe non-motorized access is not consistently provided throughout the project area.

The Rail Spur Trail functions as an important community connector and represents a significant opportunity to strengthen bicycle and pedestrian mobility through improved trail surface conditions, lighting, drainage, safety enhancements, and urban greening. Garden Street serves as a local residential corridor where sidewalk gaps, driveway conflicts, grading constraints, and right-of-way limitations impact pedestrian safety and accessibility. Nearby Class II and Class III bicycle corridors provide additional opportunities to improve network continuity through enhanced signing, striping, and traffic calming treatments consistent with the City's Bicycle Transportation Plan.

The City has identified this project as part of its safe routes to school and active transportation priorities, recognizing the need to improve safety for students and community members traveling by foot and bicycle. This project also supports broader goals of reducing vehicle conflicts, improving alternative transportation methods, enhancing bicycle access, and strengthening connections between residential neighborhoods, schools, and transportation facilities.

Funding for this project was acquired through the Affordable Housing Sustainable Communities (AHSC) grant. The Department of Housing and Community Development issued a Notice of Funding Availability on February 26, 2021. A joint application was submitted for the 965 Weeks Project, and the City was awarded \$1,530,000 for the project design and construction. Consistent with the goals of the AHSC Program, the awarded funding will support improvements that integrate affordable housing with enhanced pedestrian, bicycle, and transit infrastructure to create safer, more connected, and more sustainable communities.

The scope of the project includes the development of Plans, Specifications, and Engineer's Estimates (PS&E) for the improvements. These improvements include Rail Spur trail upgrades, sidewalk and curb/gutter improvements along Garden Street, ADA curb ramp upgrades, Class II and Class III bicycle facilities. The Rail Spur trail upgrades include signage and striping improvements, lighting and urban greening elements, and drainage improvements.



CONSENT ITEM 3.1

The City intends to advance this project through a structured design process that includes preliminary engineering, stakeholder and public outreach, and phased PS&E development at 50% and 100% completion milestones. The final deliverables will provide a fully coordinated, bid-ready construction package that supports implementation with minimal ambiguity and aligns with the City's budget, schedule, and transportation goals.

Analysis

Public works staff prepared a request for proposals (RFP) package and sent it out to its pre-qualified engineering on-call list on May 22, 2026. On June 10, 2026, the City received one (1) proposal from SNG & Associates.

SNG & Associates' proposal was reviewed and scored by two staff members from the Engineering Division staff based on a set list of criteria, which included the overall quality of the proposal, the firm's qualification and delivery of similar projects, the proposed scope of work, the firm's client references, and schedule/manpower allocation.

SNG & Associates has extensive knowledge in public infrastructure improvement projects and has also worked on several safe routes to school projects in the region. Their staff also provides engineering services to various agencies in California. Staff is recommending Council approve a contract with SNG & Associates.

The scope of the contract includes but is not limited to:

- Outreach
- Conceptual planning/Design
- Final Design

The consultant's proposal and scope of work is included as Attachment 2.

Fiscal Impact

The project cost including contingency is \$142,869.10. The entire project will be funded through the 2021 Affordable Housing and Sustainable Communities Program Grant. This project is included in the FY2025-26 CIP budget which will be carried forward to the FY2026-27 budget.

Public Notice

The public was provided notice by making the agenda and report available on the City's website and on a bulletin board located at City Hall: 2415 University Avenue, East Palo Alto.

Environmental

The action being considered does not constitute a "Project" within the meaning of the California Environmental Quality Act (CEQA), pursuant to CEQA Guideline section 15378 (b)(5), in that it is a government administrative activity that will not result in direct or indirect changes in the



CONSENT ITEM 3.1

environment.

Environmental review of the project will be performed as part of this contract during the design phase.

Government Code § 84308

Applicability of Levine Act: No, as the proposed action was competitively bid.

Analysis of Levine Act Compliance: Not applicable.

Attachments

1. Resolution
2. Consultant's Proposal
3. Cost Proposal

RESOLUTION NO. xx – 2026

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF EAST PALO ALTO**

AUTHORIZING THE CITY MANAGER TO AWARD, NEGOTIATE AND EXECUTE A CONTRACT WITH SNG & ASSOCIATES, IN A FORM TO BE APPROVED BY THE CITY ATTORNEY, IN THE AMOUNT OF \$129,881, AND TO ESTABLISH A 10% CONTINGENCY IN THE AMOUNT OF \$12,988.10 FOR A TOTAL NOT-TO-EXCEED OF \$142,869.10, TO PROVIDE CIVIL ENGINEERING DESIGN SERVICES FOR THE RAIL SPUR TRAIL AND GARDEN STREET SAFE ROUTES TO SCHOOL (SRTS) IMPROVEMENTS PROJECT

WHEREAS, the City of East Palo Alto is advancing active transportation improvements to enhance pedestrian safety, bicycle safety, close gaps in transportation network; and

WHEREAS, the Rail Spur Trail and Garden Streets SRTS Improvements Project includes planning and design of improvements along the Rail Spur Trail, Garden Street, selected areas in the Bike Master Plan; and

WHEREAS, the Department of Housing and Community Development issued a Notice of Funding Availability on February 26, 2021; and

WHEREAS, the City applied for the grant and was awarded \$1,530,000 for the project design and construction; and

WHEREAS, the City issued a request for proposals on May 22, 2026, and by June 10, 2026, the City received one (1) proposal; and

WHEREAS, City staff reviewed the proposal, and it meets the criteria of the RFP; and

WHEREAS, staff recommend awarding the design to SNG & Associates.

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF EAST PALO ALTO HEREBY:

1. Finds the foregoing recitals are true and correct, and are incorporated by this reference into this action;
2. Authorizes the City Manager to award to, negotiate and execute an agreement with SNG & Associates, Inc, in a form approved by the City Attorney, in the amount of \$129,881, and to establish a 10% contingency in the amount of \$12,988.10, for a not-to-exceed total of \$142,869.10 to provide civil engineering design services for the Rail Spur Trail and Garden Street SRTS Improvements Project; and
3. Finds that the action being considered does not constitute a “Project” within the meaning of the California Environmental Quality Act (CEQA), pursuant to CEQA Guideline section 15378 (b)(5), in that it is a government administrative activity that will not result in direct or indirect changes in the environment, and because environmental review of the project will be performed as part of this contract during the design phase.

PASSED AND ADOPTED this 21st day of July 2026, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Webster Lincoln, Mayor

ATTEST:

APPROVED AS TO FORM:

James Colin, City Clerk

John D. Lê, City Attorney



Statement of Qualifications

for

RAIL SPUR TRAIL AND GARDEN STREET SRTS IMPROVEMENTS PROJECT

June 10, 2026



June 10, 2026

Cartier Pham
Assistant Engineer
City of East Palo Alto
Public Works Department, Engineering Division
1960 Tate Street
East Palo Alto, CA 94303

Subject: Proposal for Rail Spur Trail and Garden Street SRTS Improvements Project

Dear Mr. Pham:

SNG & Associates, Inc. (SNG) is pleased to submit this proposal to provide professional civil engineering and traffic engineering design services for the Rail Spur Trail and Garden Street Safe Routes to School (SRTS) Improvements Project.

SNG understands that the City is seeking consultant services for the preparation of plans, specifications, and engineer's estimate (PS&E) for pedestrian, bicycle, sidewalk, trail, signing and striping, lighting, landscaping, surveying, right-of-way, bid support, and construction support services. The project includes improvements to the Rail Spur Trail, Garden Street sidewalk/curb/gutter, ADA curb ramps, Class II and Class III bicycle facilities, signage and striping, trail lighting and urban greening, and related coordination necessary to deliver a complete and constructible project.

SNG has extensive experience providing municipal engineering, capital improvement design, development review, public improvement plan review, ADA/sidewalk review, stormwater and drainage review, right-of-way coordination, bid support, and construction-phase assistance to public agencies throughout Northern California. SNG's team has extensive experience in developing conceptual plans and cost estimates to aid in the decision-making process as well as in the preparation of PS&E for sidewalk and bike lane projects. Our staff has intimate knowledge of city processes and procedures and will efficiently coordinate tasks such as right-of-way, easements and permits with the City attorney's office and other departments, utility companies, and affected property owners.

For this project, SNG proposes a focused team led by Nanda Gottiparthi, P.E., Principal-in-Charge, and Michael O'Connor, P.E., QSD, Project Manager. SNG will be supported by Advanced Mobility Group (AMG) for traffic engineering, bicycle/pedestrian facilities, and signing and striping, and Towill, Inc. for surveying, mapping, right-of-way support, legal descriptions, and easement exhibits. Landscape-related support will be provided by SNG's landscape architecture team member as needed for the trail greening and landscape components of the project.



Our approach will emphasize early identification of critical project issues, including Garden Street right-of-way constraints, ADA compliance, drainage impacts, utility conflicts, PG&E coordination for lighting-related improvements, public outreach, construction cost control, and preparation of bid-ready PS&E documents. SNG will work closely with City staff to develop practical and constructible improvements that support safer pedestrian and bicycle access and advance the City's mobility and connectivity goals.

SNG acknowledges the City's proposal requirements and understands that the selected consultant will be required to enter into the City's standard Contractor and Professional Services Agreement. We are committed to providing responsive project management, clear communication, quality deliverables, and timely completion of the requested services.

I, Nanda Gottiparthi, P.E., President of SNG & Associates, Inc., am authorized to bind the firm and negotiate a contract with the City. My contact information is provided below:

SNG & Associates, Inc.
5776 Stoneridge Mall Road, Suite 365
Pleasanton, CA 94588
Phone: (925) 251-0100
Email: nanda.gottiparthi@sngassociates.com

We appreciate the opportunity to submit this proposal and look forward to the opportunity to support the City of East Palo Alto on this important safety and mobility project.

Sincerely,

A handwritten signature in black ink, appearing to read "Nanda Gottiparthi", with a horizontal line extending to the right.

Nanda Gottiparthi, P.E.,
President
SNG & Associates, Inc.



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3. WORK PLAN AND APPROACH

Understanding of the Project

SNG understands that the Rail Spur Trail and Garden Street SRTS Improvements Project is an active transportation and Safe Routes to School project intended to improve bicycle and pedestrian safety, close gaps in the City's bicycle network, and provide more comfortable access for residents, students, trail users, transit riders, and nearby housing developments. The project will require a coordinated civil, traffic, survey/right-of-way, utility, lighting, landscape, public outreach, bid support, and construction support effort.

The base scope includes the Rail Spur Trail improvements from Pulgas Avenue to Bay Road, pedestrian walkway improvements behind Colibri Commons, new sidewalk/curb/gutter on the northern section of Garden Street, ADA curb ramp improvements, approximately 3.8 miles of Class II and Class III bicycle facilities, full signing and striping plans, lighting and urban greening along the Rail Spur Trail, PG&E coordination, and survey/right-of-way support. The base alternate scope includes the southern section of Garden Street sidewalk improvements and Runnymede Street sidewalk and roadway improvements between Clarke Avenue and Pulgas Avenue. our work plan assumes a full civil improvement plan set supported by technical specifications, quantities, engineer's estimate, bid schedule, construction schedule, and coordinated design documents that can be advertised and constructed with minimal ambiguity.

The City's Bicycle Transportation Plan frames this project as part of a broader citywide network, not as isolated spot improvements. The Rail Spur Trail, Garden Street, Weeks Street, Donohoe Street, East Bayshore Road, Bell Street, and Runnymede-area improvements all support the Bike Plan's goals of closing gaps, improving safety, and creating a connected, low-stress bicycle and pedestrian network. SNG will use the Bike Plan as a planning reference while preparing the project-specific PS&E documents in accordance with City, Caltrans, CA MUTCD, ADA, and applicable design guidance.

Project Delivery Approach

SNG's delivery approach is to confirm the City's priorities and constraints early, document the base and alternate scope limits clearly, resolve right-of-way and utility issues before final design, and advance the project through defined design milestones. Michael O'Connor, P.E., QSD, will serve as Project Manager and primary point of contact. Nanda Gottiparthi, P.E., will provide Principal-in-Charge oversight and QA/QC. AMG will support bicycle facility, traffic, signing, striping, and safety design. Towill will support survey, mapping, right-of-way determination, legal descriptions, and easement exhibits, as needed.

At the start of the project, SNG will conduct a kickoff meeting with City staff to confirm project limits, base and alternate scope assumptions, budget considerations, design criteria, outreach expectations, plan sheet organization, review periods, and deliverable requirements. SNG will

maintain a project action log to track decisions, open issues, responsible parties, and due dates throughout the assignment.

Design Level of Effort and PS&E Deliverable Assumptions

Based on the RFP scope, SNG assumes that the Rail Spur Trail and Garden Street SRTS Improvements Project will require a full PS&E package rather than a limited striping-only plan set. The base scope is expected to require approximately 40 to 45 plan sheets. If both alternate scope items are authorized and integrated into the same bid package, the combined plan set is expected to increase to approximately 50 to 60 sheets, depending on final survey limits, right-of-way needs, sidewalk grading complexity, and the level of roadway reconstruction required on Runnymede Street.

Project Management and Coordination

SNG will provide project management services throughout the assignment, including schedule monitoring, budget tracking, monthly progress meetings, subconsultant coordination, meeting notes, action item tracking, invoice support, comment tracking, and coordination with utilities and stakeholders. The Project Manager will provide City staff with a single point of contact who can coordinate civil, traffic, survey, right-of-way, landscape, and lighting-related issues in a timely manner.

- Kickoff meeting and data request list.
- Baseline schedule with milestone dates and City review periods.
- Monthly progress meetings and action item logs.
- Coordination with AMG, Towill, and specialty team members.
- Decision tracking for base and alternate scope items.
- Comment matrix for 50% and 100% PS&E reviews.

Survey, Mapping, and Right-of-Way Approach

SNG considers survey and right-of-way verification one of the most important early tasks because Garden Street includes varying right-of-way widths and inconsistent property lines. Towill will support record research, field survey, base mapping, right-of-way determination, and identification of visible encroachments and potential property conflicts.

The survey effort will be used to confirm sidewalk alignment, curb and gutter location, ADA ramp feasibility, grading conforms, drainage patterns, utility conflicts, and areas where improvements may extend beyond existing public right-of-way. If easements, dedications, construction easements, or acquisitions are needed, the team will prepare right-of-way maps, legal descriptions, and exhibits as authorized by the City.

Preliminary Design and Concept Development

The preliminary design phase will establish the preferred layout before detailed PS&E begins. SNG will review existing conditions, drainage patterns, roadway widths, sidewalk gaps, ADA constraints,

trail conditions, signing and striping, utility features, lighting opportunities, and landscaping/urban greening locations.

For the Rail Spur Trail, SNG will evaluate trail surface improvements, transitions to adjacent streets, lighting, landscaping, visibility, drainage, maintenance access, and user safety. For Garden Street, SNG will focus on sidewalk, curb/gutter, ADA ramp, grading, drainage, right-of-way, and private property conform issues. For the Class II/Class III corridors, AMG and SNG will develop practical signing, striping, wayfinding, and bicycle boulevard improvements consistent with the Bike Plan and CA MUTCD requirements.

Public Outreach and Stakeholder Coordination

SNG will support two public outreach meetings and will prepare exhibits that are clear for residents, students, property owners, bicyclists, pedestrians, and trail users. Outreach materials may include project location maps, Bike Plan context exhibits, trail improvement graphics, typical sections, sidewalk/ADA exhibits, signing and striping concepts, and a summary of how the project improves safety and connectivity. SNG will document public comments and coordinate with City staff on how feedback should be addressed in the design. SNG will coordinate and update all outreach materials to include the name change to the Rail Spur Trail.

PS&E Design Approach

SNG will prepare plans, specifications, and engineer's estimate in accordance with applicable City standards, Caltrans standards, the California Manual on Uniform Traffic Control Devices, ADA requirements, and applicable design guidance. The PS&E package will be organized so that civil improvements, signing/striping, drainage, grading, lighting, landscaping, quantities, specifications, and bid items are coordinated.

The 50% PS&E submittal will be used to confirm the design layout, identify unresolved utility/right-of-way/drainage/ADA issues, and obtain City direction before final design. The 100% final PS&E submittal will incorporate City comments and include stamped and signed plans, final technical specifications, engineer's estimate, bid schedule, quantity schedule, construction schedule, CAD files, and PDF files suitable for bidding.

- Anticipated sheets include title sheet, notes, key map, existing conditions/survey control, typical sections, demolition, improvement plans, grading, drainage, ADA curb ramp details, trail improvements, signing and striping, lighting/electrical, landscape/urban greening, erosion control, construction details, quantity tables, and miscellaneous details.
- Specifications will be coordinated with the plan set and bid items, using the East Bayshore Road technical specifications as a reference for the expected level of detail, while tailoring sections to the final project scope.
- Quantities and estimates will be checked at each milestone to reduce bidding questions, change order risk, and inconsistencies between plans and specifications.

Base Alternate Scope Approach

SNG will keep the base alternate scope clearly separated for budgeting, scheduling, plan sheet tracking, and City decision-making. If the City authorizes the southern Garden Street sidewalk

improvements and/or Runnymede Street sidewalk and roadway improvements, SNG will integrate the additional work into the overall project while maintaining separate cost and quantity tracking. This approach allows the City to understand the incremental cost, schedule, and right-of-way impact of each alternate before authorizing final design.

Bid Support and Construction Support

During bidding, SNG will assist the City with final bid quantities, engineer's estimate support, responses to bidder questions, clarification of plan and specification items, and preparation of addenda, if needed. During construction, SNG will provide design-related RFI responses, field meeting support as requested, change order review support, final inspection support, and punch list preparation. The purpose of construction support is to help the City maintain schedule, control costs, and preserve the design intent during construction.

Cost, Schedule, and QA/QC Management

SNG will manage cost and schedule by confirming scope assumptions early, identifying right-of-way and utility risks, separating base and alternate scope items, updating the engineer's estimate at design milestones, and using a comment matrix for City review comments. QA/QC will include senior civil review, AMG traffic review, ToWill survey/right-of-way review, ADA review, drainage/grading review, specification/bid item review, quantity check, and constructability review before each major submittal.

SNG's objective is to develop a project that is practical, constructible, and aligned with the City's available budget.

Schedule Management

SNG will prepare a project schedule after the kickoff meeting and will update it as the work progresses. The schedule will identify major tasks, design milestones, City review periods, outreach meetings, survey/right-of-way activities, utility coordination, and final PS&E delivery.

Schedule management will include:

- Establishing a baseline schedule with City staff.
- Identifying critical path items early.
- Coordinating subconsultant work to avoid delays.
- Tracking decisions and open issues through an action log.
- Monitoring utility and PG&E coordination needs.
- Providing regular schedule updates during project meetings.
- Identifying schedule risks early and recommending corrective actions.

SNG understands that right-of-way verification, PG&E coordination, and public outreach may affect the project schedule if not started early. These items will be initiated as early as practicable.

Quality Assurance / Quality Control

SNG's QA/QC process will be led by senior staff and will include review of the plans, specifications, quantities, estimate, and constructability before each submittal. The QA/QC process will focus on producing coordinated, biddable, and constructible documents.

QA/QC review will include:

- Senior civil engineering review of improvement plans.
- Traffic engineering review of bicycle facilities, signing, striping, and traffic-related elements.
- Survey/right-of-way review to confirm consistency between proposed improvements and available right-of-way.
- ADA review for curb ramps and pedestrian routes.
- Drainage and grading review.
- Review of specifications and bid items for consistency with the plans.
- Quantity and engineer's estimate review.
- Constructability review before final submittal.
- Comment response tracking for City review comments.

SNG's QA/QC process is based on our experience reviewing and preparing public improvement plans for cities. Our team understands that a technically complete plan set must also be clear to bidders, practical for the contractor, and manageable for City staff during construction.

Critical Issues and SNG's Approach

SNG anticipates the following critical issues for this project:

Critical Issue	SNG's Approach
Garden Street right-of-way constraints	Start survey and record research early; identify right-of-way limits, property conflicts, encroachments, and possible easement needs before final design.
ADA compliance	Review existing field conditions and develop practical ramp and pedestrian access solutions that respond to existing constraints.
Bicycle facility implementation	Use AMG's traffic engineering support to coordinate Class II and Class III bicycle facilities, signing, striping, and pavement markings.
Rail Spur Trail improvements	Coordinate trail layout, user safety, drainage, lighting-related coordination, and landscaping/urban greening into a practical improvement plan.

PG&E and lighting coordination	Identify lighting-related utility needs early and coordinate with PG&E to reduce late-stage schedule impacts.
Drainage and grading	Review existing drainage patterns and incorporate drainage solutions into sidewalk, curb, gutter, and trail improvements.
Utility conflicts	Review available utility information and field conditions early; coordinate with utility owners as needed.
Public outreach	Prepare clear exhibits and document comments so City staff can make informed design decisions.
Construction budget	Update estimates at design milestones and present alternatives if needed to keep the project aligned with available funding.
Base and alternative scope	Keep alternative scope items separate for cost and schedule control unless authorized by the City.

Through this approach, SNG will provide the City with a coordinated design process and a complete PS&E package that supports the project goal of improving pedestrian and bicycle safety, accessibility, and connectivity in East Palo Alto.

4. KEY PERSONNEL BACKGROUND

SNG has assembled a focused project team with municipal civil engineering, transportation engineering, survey/right-of-way, drainage, stormwater, ADA, landscape, and public works project delivery experience. The team is structured to provide direct project management, senior technical oversight, and specialty support for the Rail Spur Trail and Garden Street SRTS Improvements Project.

The Project Manager will serve as the City's primary point of contact and will coordinate day-to-day activities, subconsultants, design development, City review comments, schedule, and deliverables. The Principal-in-Charge will provide overall contract oversight and QA/QC review. Specialty team members will support civil design, traffic engineering, signing and striping, bicycle facility implementation, survey and right-of-way mapping, drainage/stormwater review, landscape-related improvements, and PS&E production.

Key Personnel and Proposed Responsibilities

Name / Firm	Proposed Role	Summary of Qualifications and Related Experience	Proposed Responsibilities
Nanda Gottiparthi, P.E. / SNG <i>Professional Registration:</i> <i>Professional Civil</i> <i>Engineer, CA. No. 52308</i>	Principal-in-Charge / QA-QC	Mr. Gottiparthi has 35 years of municipal engineering experience, including City Engineer-level oversight of CIP, development review, public works, and grant-funded infrastructure projects, including SRTS related assignments.	Provide executive oversight, QA/QC review, staffing support, City coordination as needed, and senior-level review of project approach, deliverables, cost control, and schedule.
Michael O'Connor, P.E., QSD / SNG <i>Professional Registration:</i> <i>Professional Civil</i> <i>Engineer, CA. No. 58144</i>	Project Manager / Primary City Contact	Mr. O'Connor has 35 years of civil engineering experience, including public works infrastructure, transportation, water, sewer, storm drainage, ADA compliance, C.3 stormwater review, encroachment permits, development review, and final project acceptance.	Serve as the primary City contact; manage day-to-day project activities; coordinate SNG staff and subconsultants; lead civil design coordination; manage schedule, budget, meetings, comment responses, and deliverables; support public outreach, bid support, and construction support.

Douglas Rodgers / SNG	Senior Civil Engineer / Design and Constructability Support	Mr. Rodgers has 44 years of experience in roadway, grading, drainage, stormwater, utility, subdivision, public agency plan review, and capital improvement support, including Falcon Way and Mountain View drainage-related assignments.	Support civil design, sidewalk and public improvement layout, grading and drainage coordination, constructability review, quantity review, plan review, and technical support for PS&E preparation.
Steve Ghane, P.E., M.S. / SNG <i>Professional Registration: Professional Civil Engineer, CA. No. 53250</i>	Senior Engineer / QA-QC Support	Mr. Ghane has over 40 years of experience in civil engineering design, construction management, program management, transportation, drainage, roadway, utility, and public works infrastructure. He has served in senior municipal and public works roles and has experience with PS&E, QA/QC, and construction-phase review	Provide senior technical review, QA/QC support, constructability review, schedule and cost input, and support for complex civil and public works issues.
Mojgan Osooli, P.E., QSD/QSP / SNG <i>Professional Registration Professional Civil Engineer California No 88505</i> <i>QSD/QSP License No.26572</i>	Senior Civil Engineer / Drainage, Stormwater, and Erosion Control	Ms. Osooli has more than 15 years of experience in drainage, stormwater, utility coordination, hydrology/hydraulics, Caltrans transportation support, BMP/SWPPP, and civil infrastructure review.	Support drainage review, stormwater treatment considerations, erosion control plans, grading coordination, utility coordination, and technical review of civil design elements.
Lyle Campbell, LSA / SNG <i>Licensed Landscape Architect</i>	Landscape Architect / Trail Greening and Landscape Support	Mr. Campbell has 28 years of landscape architecture and municipal landscape experience, including parks, trails, streetscapes, transportation-related landscape improvements, public meetings, PS&E, project management, and landscape plan review.	Support trail landscaping, urban greening, planting and irrigation considerations, landscape-related PS&E elements, maintenance considerations, and coordination with civil improvements.

Nikhil Reddy / SNG	Assistant Engineer / Production and Documentation Support	Mr. Reddy supports municipal plan review, document coordination, quantity support, plan markups, drainage/stormwater review support, and engineering production.	Assist with plan production, exhibits, quantity support, comment tracking, meeting documentation, data review, and coordination of electronic deliverables.
Christopher Thnay, P.E., AICP / Advanced Mobility Group Professional <i>Registration: Traffic Engineer #1771, State of California, Certified Planner #10403, AICP</i>	Traffic Engineering / Bicycle and Pedestrian Facilities	Mr. Thnay has extensive transportation engineering and planning experience, including Complete Streets, bicycle and pedestrian planning, traffic calming, SRTS/school studies, traffic impact review, corridor studies, safety audits, and public agency transportation support.	Provide senior traffic engineering guidance for bicycle facilities, SRTS elements, signing and striping, traffic calming considerations, and multimodal design consistency.
Joy Bhattacharya, P.E., PTOE / Advanced Mobility Group Professional <i>Registration: Professional Civil Engineer, California No 68928, PTOE #1103, Professional Traffic Operations Engineer</i>	Traffic Engineering / Signing, Striping, and Safety Design	Mr. Bhattacharya has transportation engineering experience in traffic signal design, signing and striping, pedestrian safety, safety lighting, roadway improvements, CA MUTCD coordination, and PS&E preparation for traffic-related improvements.	Support preparation and review of signing and striping plans, bicycle facility markings, pedestrian safety improvements, traffic-related PS&E elements, and bid/construction support for traffic items.
John T. May, PLS / Towill, Inc. <i>Professional Registration: 2008/Professional Land Surveyor #8570/CA</i>	Survey Project Manager / Right-of-Way Mapping	Mr. May has 25 years of surveying experience, including topographic surveys, boundary surveys, right-of-way mapping, subdivision and parcel mapping, legal descriptions, records of survey, corner records, construction staking, and public agency survey coordination.	Lead survey and mapping support; coordinate record research and field survey; support right-of-way determination; prepare base mapping, right-of-way exhibits, legal descriptions, and easement/dedication exhibits as needed.

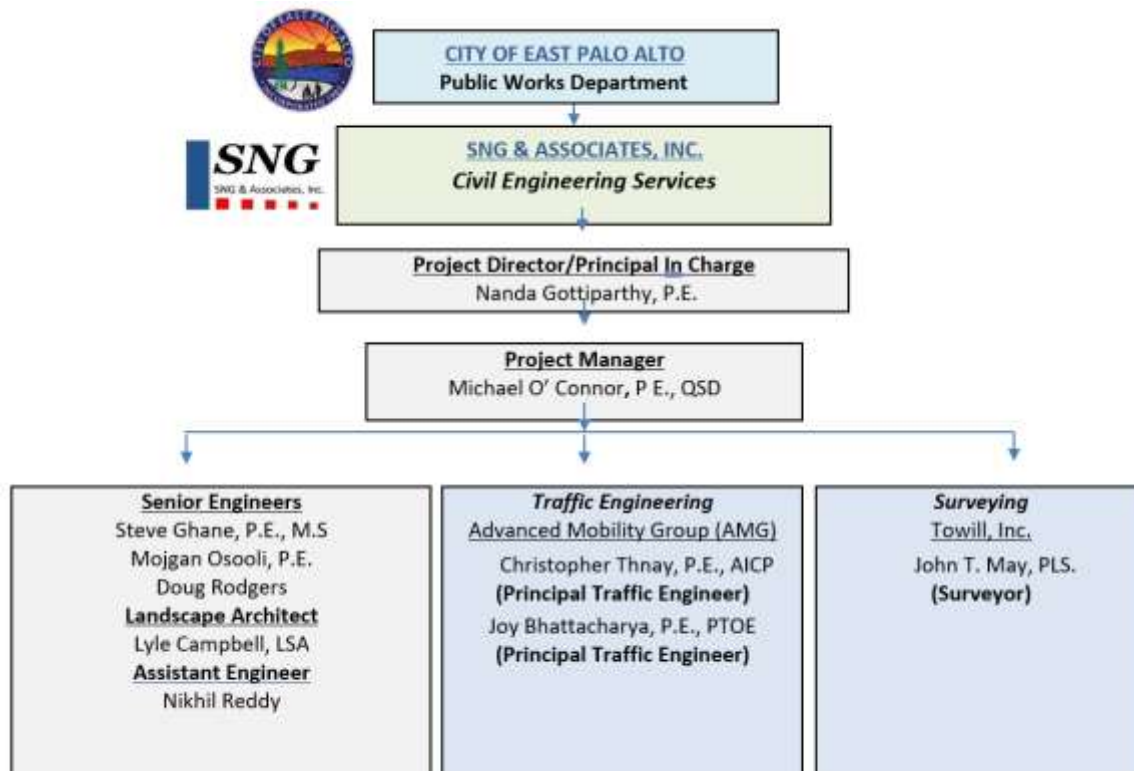
Team Organization

SNG's team organization is intended to provide the City with clear accountability and efficient communication. Michael O'Connor, P.E., QSD, will serve as Project Manager and single point of contact for the City. He will coordinate the work of SNG's civil engineering staff and specialty subconsultants and will be responsible for tracking deliverables, reviewing comments, and scheduling commitments.

Nanda Gottiparthi, P.E., will provide Principal-in-Charge oversight and QA/QC review. Senior engineering staff will support design development, constructability review, quantity checks, and technical review of civil engineering elements. AMG will support traffic engineering, Class II and Class III bicycle facilities, signing and striping, and pedestrian/bicycle safety elements. Towill will support survey, mapping, right-of-way determination, legal descriptions, and exhibits. Landscape support will be provided for trail greening and related landscape elements.

This team structure provides the City with a practical combination of municipal engineering expertise and specialized support for the project's major technical elements. The following organization chart illustrates the proposed reporting structure and the coordination between SNG's project management, technical design staff, and specialty subconsultants for this assignment.

ORGANIZATION CHART



Resumes

Resumes for the key personnel identified above are included in [Appendix A: Resumes](#).

5. TEAM EXPERIENCE

SNG and its proposed team have recent experience providing municipal engineering, public improvement design support, plan review, construction support, survey/right-of-way coordination, traffic engineering, bicycle and pedestrian improvement support, ADA-related review, utility coordination, drainage/stormwater review, and public agency project delivery services. The following representative projects demonstrate experience relevant to the Rail Spur Trail and Garden Street SRTS Improvements Project.

1. City of San Bruno – Southline Project / On-Call Engineering Services

Client: City of San Bruno

Point of Contact: Hae Won Ritchie, Deputy Director of Public Works

Address: City of San Bruno, 567 El Camino Real, San Bruno, CA 94066

Phone: (650) 616-7067

Email: hritchie@sanbruno.ca.gov

Year / Status: 2022–2025; Completed.

Key Personnel Involved: Michael O'Connor, P.E., QSD; Nanda Gottiparthi, P.E.

SNG provided plan review and project management services for the Southline Project, a transit-oriented office/R&D campus consisting of seven multi-story office buildings on approximately 27 acres near the San Bruno BART station and Tanforan Mall. The project included off-site public improvements, roadway realignment, public parklet construction, pedestrian and bicycle improvements, and coordination with public infrastructure in the right-of-way.

SNG's work included engineering plan review, project management support, coordination of off-site public improvements, coordination with City staff and stakeholders, construction support, and development-related public infrastructure coordination.

Relevance to East Palo Alto: This project is relevant because it involved off-site public improvements, pedestrian and bicycle improvements, public right-of-way coordination, stakeholder coordination, and construction-phase support in a constrained urban setting.

2. City of Hercules – Falcon Way Pavement Rehabilitation and Facilities Improvement Support

Client: City of Hercules

Point of Contact: Glenn Dombeck, P. E

Address: City of Hercules, 111 Civic Drive, Hercules, CA 94547

Phone: 510-799-8241

Email: gdombeck@herculesca.gov

Year / Status: June 2023–Present; Falcon Way construction completed April 2026

Key Personnel Involved: Douglas Rodgers; Nanda Gottiparthi, P.E.

SNG provided engineering, construction coordination, and inspection support for the Falcon Way Pavement Rehabilitation Project and facilities improvement projects for the City of Hercules. The Falcon Way project included pavement rehabilitation, ADA upgrades, stormwater improvements,

traffic safety measures, contractor coordination, access maintenance for residents, schedule coordination, and quality control support.

SNG also supported facilities improvement assignments involving ADA upgrades, lighting and safety improvements, HVAC and electrical system upgrades, and public facility rehabilitation. SNG's services included project management support, contractor coordination, inspection oversight, and close-out documentation assistance.

Relevance to East Palo Alto: This project is relevant because the Rail Spur Trail and Garden Street project will require practical public improvement delivery, ADA coordination, stormwater/drainage consideration, traffic safety awareness, constructability review, schedule coordination, and cost control.

3. City of Turlock – On-Call Engineering Services / Acting City Engineer and Staff Support

Client: City of Turlock

Point of Contact: Erik Schulze, Public Works Director

Address: City of Turlock, 156 S. Broadway, Suite 150, Turlock, CA 95380

Phone: (209) 668-5417

Email: ESchulze@turlock.ca.us

Year / Status: 2022–2024, Completed.

Key Personnel Involved: Nanda Gottiparthi, P.E.; Michael O'Connor, P.E., QSD; Mojgan Osooli, P.E., QSD/QSP

SNG provided on-call engineering and staff-support services for multiple public works and infrastructure assignments for the City of Turlock. Representative assignments included SW Quadrant Road Rehabilitation, Surface Water Distribution System Improvements, lift station projects, Wayside Drive Reconstruction and Sewer Replacement, Citywide Street Rehabilitation Packages, and pedestrian improvements.

SNG's work included municipal engineering support, public works infrastructure coordination, review and oversight of capital improvement projects, coordination with City staff, and support for roadway, utility, reconstruction, and pedestrian improvement assignments.

Relevance to East Palo Alto: This experience is relevant because the East Palo Alto project includes pedestrian improvements, public works infrastructure coordination, drainage/stormwater considerations, utility coordination, and preparation of practical improvements within a municipal project delivery framework.

4. City of Mountain House – On-Call Construction Management and Inspection Services

Client: City of Mountain House

Point of Contact: Devon Crowe, Engineer V

Address: 251 E. Main Street, Mountain House, CA 95391

Phone: (209) 831-2300

Email: dcrowe@sjgov.org

Year / Status: 2017–2023

Key Personnel Involved: Michael O'Connor, P.E., QSD; Nanda Gottiparthi, P.E.

SNG provided on-call construction management and inspection services for a mix of public infrastructure and private development projects in Mountain House. Assignments included residential subdivisions, roadway widening, traffic signal improvements, and associated utility infrastructure.

Representative projects included Grant Line Road Widening, Central Parkway Phase 3, Langston II Development, and the Bergamo and Briar Square Subdivisions. Services included field inspection, contractor coordination, materials testing oversight, quantity tracking, RFI and change order review, traffic control compliance, and project close-out documentation.

The Grant Line Road Widening project required complex phasing to minimize commuter impacts while maintaining access. SNG coordinated with District staff and contractors regarding off-site drainage flows, traffic circulation, and aggressive construction schedules.

Relevance to East Palo Alto: This experience is relevant because it demonstrates SNG's ability to support public infrastructure delivery, roadway and utility coordination, traffic control, drainage coordination, construction-phase support, and issue resolution for municipal infrastructure projects.

5. City of Hayward – On-Call Construction Management and Inspection Support

Client: City of Hayward

Point of Contact: Jason Whipple, Supervising Construction Inspector

Address: City of Hayward, 777 B Street, Hayward, CA 94541

Telephone: (510) 583-4755

Email: jason.whipple@hayward-ca.gov

Year / Status: 2023–2025

Key Personnel Involved: Nanda Gottiparthi, P.E.; Louis Mata; SNG inspection and support staff

SNG provided on-call construction management and inspection support for major City capital improvement projects, including the FY 2023 Pavement Rehabilitation Project, City-Wide Sewer Line Improvements, and Water Main Replacement Project.

SNG's services included daily inspection and documentation, materials testing coordination, traffic control oversight, pay quantity review, change order evaluation, environmental compliance observation, SWPPP/BMP coordination, and close-out verification. Inspection responsibilities included underground trenching and shoring, pipeline installation, storm drain construction, curb/gutter and sidewalk installation, asphalt paving, compaction verification, and contractor schedule monitoring.

Relevance to East Palo Alto: This experience is relevant because the Rail Spur Trail and Garden Street project will require construction-phase support, quantity tracking, documentation, traffic control awareness, utility coordination, sidewalk/curb/gutter construction understanding, and practical issue resolution during construction.

6. City of Livingston -SRTS and CMAQ Sidewalk Projects

Client: City of Livingston

Point of Contact: Jose A. Ramirez, City Manager

Address: 1416 C Street, Livingston, CA 95334

Phone: (209) 201 9282

Email: jose.ramirez@livingstocity.com

Year / Status: 2003–2013

Key Personnel Involved: Nanda Gottiparthi, P.E.; Michael O'Connor, P.E., QSD; Douglas Rodgers

SNG served as Contract City Engineer and provided staff support services for the City of Livingston. SNG's responsibilities included CIP planning, design review, construction management, grant applications, development review, subdivision processing, grading and improvement plan review, traffic signal and roadway improvements, agreements, City Council staff reports, construction oversight, and project closeout.

Representative grant-funded assignments included Safe Routes to School projects, CMAQ Sidewalk Installation, traffic signal improvements, water infrastructure improvements, roadway, wastewater, storm drainage, and other public works projects.

Relevance to East Palo Alto: This experience is directly relevant to the Rail Spur Trail and Garden Street SRTS Improvements Project because it demonstrates SNG key personnel's experience with Safe Routes to School, sidewalk improvements, grant-funded public infrastructure, design/construction coordination, and municipal project delivery.

Advanced Mobility Group – City of Stockton On-Call Transportation Engineering and Complete Streets / SRTS Support

Client: City of Stockton

Point of Contact: Dennis Yep

Phone: (209) 937-8825

Email: Dennis.yep@stockton.gov

Year / Status: 2010–Present

Key Personnel Involved: Joy Bhattacharya, Chris Higbee, Christopher Thnay

AMG has provided on-call transportation engineering services to the City of Stockton since 2010. Relevant assignments include the Miner Avenue Complete Streets Improvements project and the Safe Routes to School Safety and Connectivity Improvements project.

For the Miner Avenue Complete Streets Improvements project, AMG designed the fiber optic system and roundabout signing and striping. The project included a road diet for Miner Avenue, reducing travel lanes from four to three, roundabout installation, and fiber optic communication system implementation to enhance pedestrian and vehicle safety along the corridor.

For the Safe Routes to School Safety and Connectivity Improvements project, AMG prepared traffic signal modification and rectangular rapid flashing beacon (RRFB) designs. The project included implementation of Class II, Class III, and Class IV bike facilities and crosswalk enhancements at various locations throughout the City.

AMG's broader on-call transportation engineering services for Stockton have also included roundabout PS&E design, E-76 documentation, Caltrans coordination, pedestrian safety analysis, traffic studies, traffic signal management, design, construction and signal timing, engineering traffic surveys, and successful CMAQ and HSIP grant application support.

AMG team members also assisted the City of Palo Alto with the Charleston-Arastradero Corridor Complete Streets Improvements Plan, a 2.5-mile corridor effort focused on improving bicycle and pedestrian travel and traffic safety. The project included roadway reconfiguration, bike lanes, green bike lanes, bike boxes, urban design features, extensive community and agency involvement, and adoption of a corridor improvement plan, cost estimates, and funding strategy.

Relevance to East Palo Alto: This experience is directly relevant to the Rail Spur Trail and Garden Street SRTS Improvements Project because AMG's work includes Safe Routes to School improvements, Class II and Class III bicycle facilities, crosswalk enhancements, RRFB design, signing and striping, pedestrian safety analysis, PS&E support, Caltrans coordination, complete streets planning, public outreach, and public agency transportation engineering support.



Towill, Inc. – City of San José Master Agreement for Surveying and Mapping Services

Owner / Client: City of San José

Point of Contact: Sam Aguirre, Survey Project Manager

Address: 1661 Senter Road, Building A, First Floor, San José, CA 95112

Telephone: (408) 406-4844

Email: sam.aguirre@sanjoseca.gov

Project Duration: 2018–Present

Towill is providing as-needed land surveying and mapping support to the City of San José under consecutive on-call contracts. Services include geodetic control surveys, field topographic survey, utility survey, right-of-way/property surveys, digital aerial photography, photogrammetric survey/mapping, airborne LiDAR survey/mapping, terrestrial LiDAR/3D laser scanning, and preparation of digital terrain models.

Representative task orders include survey and mapping support for local streets pavement plan projects, McLaughlin Avenue conceptual plan survey, Charcot Pump Station site mapping, Leigh Avenue Sewer System Improvement Project, and Moorpark-Winchester monument preservation. The McLaughlin Avenue task included aerial photogrammetry and LiDAR mapping for 3.2 miles of roadway to support planning, design, and new construction of median islands, bulbouts, and crosswalks. Other tasks included storm drain alignment mapping, pump station facility mapping, sewer improvement survey support, monument preservation, field notes, photos, CAD files, and corner record documentation.

Towill also completed survey support for the City of Concord Downtown Pedestrian and Bicycle Lane Improvements, which included topographic survey, utility location survey, base mapping, right-of-way line location, sidewalk expansion, Class II bicycle lanes, Class I pathways, and curb ramp upgrades.

Relevance to East Palo Alto: This experience is relevant because the Rail Spur Trail and Garden Street SRTS Improvements Project requires survey, base mapping, utility survey, right-of-way/property review, existing condition documentation, and mapping support for pedestrian, bicycle, sidewalk, trail, and public improvement design. Towill's current on-call survey work demonstrates the type of mapping and right-of-way support needed to identify project constraints and support preparation of complete PS&E documents.

6. REFERENCES

City of San Bruno

Contact: Hae Won Ritchie, Deputy Director of Public Works

Address: 567 El Camino Real, San Bruno, CA 94066

Phone: (650) 616-7067

Email: hritchie@sanbruno.ca.gov

Relevant Experience: Southline Project; off-site public improvements, roadway realignment, pedestrian and bicycle improvements, public infrastructure coordination, and construction support.

City of Hercules

Contact: Glenn Dombeck, P. E

Address: 111 Civic Drive, Hercules, CA 94547

Phone: 510-799-8241

Email: gdombeck@herculesca.gov

Relevant Experience: Falcon Way Pavement Rehabilitation and facilities improvement support; ADA upgrades, stormwater improvements, traffic safety measures, construction coordination, inspection support, and closeout.

City of Turlock

Contact: Erik Schulze, Public Works Director

Address: 156 S. Broadway, Suite 150, Turlock, CA 95380

Phone: (209) 668-5417

Email: ESchulze@turlock.ca.us

Relevant Experience: On-call engineering and Acting City Engineer services; roadway rehabilitation, utility improvements, reconstruction projects, and pedestrian improvements.

City of Hayward

Contact: Jason Whipple, Supervising Construction Inspector

Address: 777 B Street, Hayward, CA 94541

Phone: (510) 583-4755

Email: jason.whipple@hayward-ca.gov

Relevant Experience: On-call construction management and inspection support for pavement rehabilitation, sewer line improvements, water main replacement, traffic control, field documentation, quantity review, and closeout.

City of Stockton / Advanced Mobility Group Reference

Contact: Dennis Yep

Address: Public Works Administration, 22 E. Weber Avenue, Room 301, Stockton, CA 95202

Phone: (209) 937-8825

Email: Dennis.yep@stockton.gov

Relevant Experience: AMG on-call transportation engineering services, including Miner Avenue Complete Streets Improvements and Safe Routes to School Safety and Connectivity Improvements; roundabout signing and striping, traffic signal modification, RRFB design, Class II, Class III, and Class IV bicycle facilities, crosswalk enhancements, pedestrian safety analysis, traffic studies, and CMAQ/HSIP grant support.

TJKM / Towill Reference

Contact: Atul Patel, Director of ITS & Design

Address: 4305 Hacienda Drive, Suite 500, Pleasanton, CA 94588

Phone: (925) 264-5003

Email: apatel@TJKM.com

Relevant Experience: Towill survey support for the City of Concord Downtown Pedestrian and Bicycle Lane Improvements project; topographic survey, right-of-way line location, surface-visible utility survey, base mapping, and manhole dipsheets.

7. MANPOWER ALLOCATION

SNG will assign a focused project team with clear responsibilities for project management, civil design, traffic engineering, survey/right-of-way support, drainage/stormwater review, landscape-related coordination, and production support. The team will be led by Michael O'Connor, P.E., QSD, as Project Manager and primary City contact. Nanda Gottiparthi, P.E., will provide Principal-in-Charge oversight and QA/QC review. Senior technical staff and specialty subconsultants will be assigned based on the needs of each project phase.

SNG's staffing approach is based on right-sized allocation of resources. The Project Manager will remain consistently involved throughout the assignment, while senior technical staff, AMG, Towill, and landscape support will be engaged during the portions of the project where their expertise is required. This approach provides the City with continuity, efficient communication, and appropriate technical support without unnecessary staffing layers.

Proposed Manpower Allocation

Nanda Gottiparthi, P.E. – Principal-in-Charge / QA-QC: Mr. Gottiparthi will provide senior oversight, staffing support, QA/QC review, and executive-level coordination as needed. His involvement will be focused on project initiation, key technical/design decisions, milestone reviews, cost/schedule review, and final QA/QC.

Michael O'Connor, P.E., QSD – Project Manager / Primary City Contact: Mr. O'Connor will manage day-to-day project delivery, coordinate with City staff, lead project meetings, manage the project schedule and budget, coordinate subconsultants, track City comments, and oversee preparation of deliverables. He will be the primary point of contact throughout the project.

Douglas Rodgers – Senior Civil Engineer / Design and Constructability Support: Mr. Rodgers will support civil design, sidewalk/curb/gutter layout, grading and drainage coordination, constructability review, quantity review, and PS&E development. His involvement will be highest during preliminary design, 50% PS&E, and final PS&E review.

Steve Ghane, P.E., M.S. – Senior Engineer / QA-QC Support: Mr. Ghane will support senior technical review, QA/QC, constructability review, and review of complex civil design issues as needed during milestone submittals.

Mojgan Osooli, P.E., QSD/QSP – Drainage, Stormwater, and Erosion Control Support: Ms. Osooli will support drainage, grading, stormwater, erosion control, BMP/SWPPP-related considerations, and utility coordination as needed during preliminary design and PS&E preparation.

Nikhil Reddy – Assistant Engineer / Production and Documentation Support: Mr. Reddy will assist with plan production, exhibits, quantity support, meeting documentation, comment tracking, data review, Bluebeam coordination, and electronic deliverable preparation.

Advanced Mobility Group – Traffic Engineering / Bicycle and Pedestrian Facilities: AMG will support traffic engineering, Class II and Class III bicycle facility design, signing and striping, pavement markings, pedestrian/bicycle safety elements, and traffic-related PS&E items.

Towill, Inc. – Survey / Mapping / Right-of-Way Support: Towill will support survey, base mapping, right-of-way verification, utility location survey, right-of-way exhibits, legal descriptions, and easement/dedication exhibits if required.

Landscape Support – Trail Greening and Landscape Elements: Landscape support will be provided for trail greening, planting/irrigation considerations, landscape-related PS&E elements, and coordination with civil improvements, as needed.

Estimated Turnaround Times

The following turnaround times are anticipated for typical work items. Actual durations may vary depending on City review periods, right-of-way findings, utility coordination, PG&E coordination, public outreach input, and authorization of alternative scope items.

Work Item / Deliverable	Estimated Turnaround Time
Kickoff meeting agenda and initial data request	Within 3 business days of Notice to Proceed
Kickoff meeting notes and action items	Within 3 business days after the meeting
Initial review of available background documents	1 to 2 weeks after receipt of City records
Survey coordination and field survey mobilization	1 to 2 weeks after Notice to Proceed and receipt of available record information
Base mapping / existing conditions information	3 to 5 weeks after survey authorization, depending on limits and ROW research needs
Preliminary design / conceptual plans	4 to 6 weeks after receipt of survey/base mapping and key City background information
Public outreach exhibits and meeting materials	2 to 3 weeks before the scheduled outreach meeting, or as coordinated with City staff
50% PS&E package	6 to 8 weeks after the City's direction on preliminary design

Response to City comments on 50% PS&E	1 to 2 weeks after receipt of consolidated City comments
100% Final PS&E package	3 to 4 weeks after receipt of consolidated 50% review comments and resolution of major open items
Bid support responses to bidder questions	Typically, within 2 to 3 business days, depending on complexity
Addendum support during bidding	Typically, within 3 to 5 business days after the City direction
Construction-phase RFI responses	Typically, within 3 to 5 business days, depending on complexity
Field meeting or construction support request	As coordinated with City staff, typically within 1 week for scheduled meetings
Punch list / final inspection support	As coordinated with City staff and the construction schedule

Staffing and Schedule Control

SNG will maintain a project schedule identifying major milestones, City review periods, survey/right-of-way activities, public outreach meetings, utility coordination, PS&E submittals, bid support, and construction support. The schedule will be reviewed with the City at the kickoff meeting and updated as needed throughout the project.

The Project Manager will monitor progress, coordinate staff assignments, and identify schedule risks early. Critical path items such as survey/right-of-way verification, utility conflicts, PG&E coordination, public outreach timing, and City review periods will be tracked through the project action log. SNG will coordinate with City staff to confirm decisions needed at each milestone so the design can advance efficiently.

SNG's manpower allocation is intended to provide the City with a responsive, practical, and accountable team that can complete the requested services while maintaining cost, schedule, and quality control.

8. COST

SNG will provide services on a time-and-materials basis in accordance with the hourly rates listed below. Project costs will be tracked by task and coordinated with the City based on the approved scope, schedule, and level of effort. Base scope and alternative scope services will be tracked separately to allow the City to clearly evaluate and authorize work.

If requested, we are prepared to submit a detailed fee estimate and cost proposal.

Reimbursable expenses will be billed consistent with the RFP's requirement for a not-to-exceed reimbursable allowance of \$1,000 per task, unless otherwise approved in writing by the City.

SNG & ASSOCIATES, INC. FEE SCHEDULE 2026

Position	Hourly Rate
Principal Engineer	\$273.00
Senior Project Manager	\$237.00
Project Manager	\$225.00
Senior Engineer	\$214.00
Construction Manager	\$198.00
Associate Engineer II	\$190.00
Associate Engineer I	\$168.00
Assistant Engineer	\$163.00
Senior Engineering Inspector	\$195.00
Engineering Technician/CAD Drafting	\$151.00
Engineering Inspector	\$163.00
Clerical/ Admin Support	\$112.00

Note: Rates valid through December 31, 2026. Rates will be adjusted annually every January 1: not to exceed 5%. Mileage and other reimbursable expenses, as approved by the City, will be billed at cost.

Subconsultant costs, including AMG and Towill, will be included at 10% markup plus actual cost, based on their approved rate schedules and the final scope authorized by the City. The following are the Subconsultant Rate Schedules.



AMG Billing Rate Table 2026

Title	Hourly Billing Rate Range
Active Transportation Program Manager	150.00 - 165.00
Associate Engineer	160.00 - 205.00
Data Analyst / Scientist	110.00 - 150.00
Engineering Technician	120.00 - 140.00
President	400.00
Principal	275.00 - 290.00
Project Administrator	110.00 - 130.00
Project Analyst	125.00 - 145.00
Project Controls / Contracts Manager	180.00 - 240.00
Project Controls / Outreach Specialist	115.00 - 150.00
Project Coordinator	110.00 - 140.00
Project Manager	200.00 - 215.00
Senior Consultant / Advisor	250.00 - 285.00
Senior Inspector	180.00 - 215.00
Senior Project Analyst	175.00 - 200.00
Senior Systems Engineer	235.00 - 265.00
Smart Cities Specialist	135.00 - 155.00
Systems Engineer	110.00 - 125.00
Technology Manager	190.00 - 205.00
Traffic Signal Specialist	125.00 - 140.00
Transit Planner	130.00 - 175.00
Transit Planning Manager	185.00 - 200.00
Transportation Eng. Project Manager	200.00 - 230.00
Transportation Engineering Assistant	105.00 - 135.00
VP, Innovative Transportation Systems	340.00 - 360.00
VP, Program Management	350.00 - 375.00
VP, Transportation Planning	300.00 - 330.00

**Reimbursable expenses shall be invoiced at actual cost plus 3% markup. (no markup on mileage and meals)*

***Subconsultant fees shall be invoiced at actual cost plus 8% markup.*



FEE SCHEDULE
NORTHERN CALIFORNIA LAND SURVEYING SERVICES
Effective January 1, 2026

<u>Labor Description</u>	<u>Hourly Rate</u>
Principal Land Surveyor / Geomatics Principal Manager	\$ 275.00
Senior Land Surveyor / Senior Project Manager	\$ 268.00
Survey Project Manager	\$ 235.00
Project Surveyor	\$ 200.00
Associate Surveyor	\$ 184.00
Survey Technician (Office)	\$ 157.00
CADD Technician	\$ 127.00
Project Safety Specialist / Coordinator	\$ 155.00
Project Coordinator	\$ 113.00
Project Assistant	\$ 82.00

Prevailing Wage Invoicing Rates by Field Survey Crew Classifications

One-Person	\$ 200.00
Two-Person	\$ 360.00

Notes:

- Field survey personnel and crews are invoiced at a minimum of 8 hours per day only.
- A field survey crew consists of one (1) party chief only.
- Field survey rates are inclusive of one (1) survey vehicle per crew, vehicle mileage up to 50 miles from the home office, conventional and GNSS survey equipment, and standard safety equipment.
- Additional survey vehicles will be invoiced at \$25/hour.
- Single beam hydrographic survey equipment (a rubber boat and a single beam sonar unit) will be charged at a rate of \$1,350.00 per day. Multi-beam hydrographic survey equipment will be charged at a rate of \$2,500.00 per day. Determination of means and methods of the hydrographic survey will be conducted prior to the start of the survey.

SPECIAL LABOR RATES

<u>Labor Description</u>	<u>Hourly Rate</u>
Hazmat Crew Supplement	Field Crew Rate plus \$15.00 per Person per Hour
Night Shift Work Supplement	Field Crew Rate plus 12.5% per Person per Hour
Expert Witness	\$ 420.00 per Hour
Per Court Appearance (Minimum)	\$ 3,500.00 per Person per Day

AUTHORIZED OVERTIME LABOR RATES

<u>Labor Description</u>	<u>Hourly Rate</u>
Saturdays plus Weekdays in Excess of 8 Hours per Day or 40 Hours per Week	1.5 times Regular Rate
Sundays and Holidays	2.0 times Regular Rate

EQUIPMENT AND OTHER DIRECT COSTS

<u>Equipment Description</u>	<u>Rate</u>
Static Terrestrial Laser Scanner	Quote Provided per Project
Mobile Terrestrial Laser Scanner	Quote Provided per Project
Specialty Survey and/or Safety Equipment	Quote Provided per Project

Client shall pay the costs, plus 10%, for any applicable government fees, title company charges, subconsultant fees, outside vendor costs, reproduction costs, vehicle mileage (except as noted above), travel related costs, rental vehicles and boats, rental and specialty equipment, consumable materials, digital delivery media, and delivery or messenger services incurred on Client's behalf.

APPENDIX A- RESUMES



NANDA GOTTIPARTHY, P.E.
PRINCIPAL IN-CHARGE

Professional Registration: <i>Civil Engineer - CA No. 52308</i> Education: <i>MS – Civil Engineering</i> <i>Indian Institute of Technology</i> <i>Chennai, India</i> Management Highlights & Capabilities • <i>35 + Years of Civil and Municipal Engineering & Management Experience</i> • <i>10+ Years City Engineer Experience</i> • <i>Review and approval of Land Development Projects Development Agreements, Subdivision Agreements and City Council Reports</i> • <i>Capital Improvement Projects Planning, Design and Construction Management</i> • <i>Managed federal and State grant-funded projects</i> • <i>Infrastructure CIP and Budget Preparation</i>	Mr. Gottiparthi has over 35 years of experience in municipal engineering and management of large development and capital improvement projects from inception to completion. He served as a Senior Civil Engineer for the City of Tracy and City of San Leandro and was responsible for managing all functions of the land development sections. Mr. Gottiparthi served as the Contract City Engineer for the City of Turlock, City of Livingston, City of Atwater and City of Oakdale. As a consultant, he has assisted City of Dublin, City of Tracy, City of Turlock, City of San Rafael, City of Lodi, City of Lathrop, City of Atwater, City of Patterson, City of Brentwood, and City of Livingston in processing of land development projects and design and construction of capital improvement projects. Representative projects are listed below: <u>City of Tracy - On-Call Development Review and Staff Support Services (2000-2010 and 2014 to Present)</u> Mr. Gottiparthi provided review and project management and oversight for many large specific plan areas from master planning of infrastructure to processing of final maps and project close-outs. Examples include: <u>Tracy Hills Specific Plan:</u> Tracy Hills Is a master planned community in southwest Tracy that consists of 6,175 acres with 5,400 residential units and approximately 600 acres of commercial, industrial, office, and retail land uses. <u>Cordes Ranch (International Park of Commerce) Specific Plan:</u> The International Park of Commerce is an 1,800-acre Master-Planned Business Park in Tracy; at full build-out, 19 million square feet of warehouse and office space will be constructed. <u>I-205 Specific Plan:</u> Mr. Gottiparthi provided engineering review and processing services from preliminary planning stages to project closeout for most of the projects within the I-205 Specific Plan consisting of West Valley Mall with a leasable area of 835,000 SF, 3.0 million SF of commercial and 1.7 million SF of Industrial developments. <u>City of Dublin - On-Call Development Review Services</u> Mr. Gottiparthi has been working with the city since 2000 providing plan review services for residential and commercial development projects, and in preparation of agreements, Council
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Mr. Nanda Gottiparthi
Selected Experience
(continued)

Communications, assist in Updating Traffic Impact Fees (TIF) and project closures.

Mr. Gottiparthi also assisted City staff in coordinating the approvals for I-580/Tassajara Road Interchange, I-580/Fallon Road interchange, Dublin Boulevard/Dougherty Road widening project, Funding Options and TIF for Transit Center.

City of Livingston - Department of Public Works

Contract City Engineer and Staff Support Services (2003 - 2013)

Mr. Gottiparthi served as the Contract City Engineer from 2003 to 2013. He managed staff of SNG & Associates and City's engineering/Public Works in all functions of the engineering division. He managed RFP/RFQs for consultant services, Master Plans for Roadway, Water, Wastewater, Storm Drainage and Parks, review and approval of land development projects, Grant Applications, and oversight of design, review, and project/construction management of CIP projects.

Representative State and Federal grant projects managed by Mr. Gottiparthi include the following:

- Bird Bridge HBRRP Project
- B St. at Winton Parkway Traffic Signal (HES)
- Safe Routes to Schools projects - Federal Cycle 2
- PROP 13 City-wide Water Infrastructure Improvements
- CMAQ Sidewalk Installation 2012 Project, 2013
- Safe Routes to Schools projects Cycle 3, Cycle 6, Cycle 8
- LWCF Basketball Courts, Picnic Shelter & Restroom Facility
- HWY 99 Sewer Lift Station.

MICHAEL O'CONNOR, P.E
PROJECT MANAGER

<i>Professional Registration</i> <i>Professional Civil Engineer</i> <i>California No 58144</i> <i>Education</i> <i>BS, Civil Engineering</i> <i>Santa Clara University</i> <i>Management Highlights & Capabilities</i> • <i>35+ Years of Civil Engineering Experience</i> • <i>25+ Years of Municipal Engineering Experience</i> • <i>Capital Improvement Engineering Experience</i> • <i>Staff Augmentation for Local Municipalities</i> • <i>Managed Federal and State Grant Funded Projects</i>	Mr. O'Connor has over 35 years of professional engineering experience working on all types of public works infrastructure projects including transportation projects, water, sewer and storm infrastructure projects, and master plan CIP projects. Mr. O'Connor has been providing review and processing of development projects for several public agencies in the Bay Area and Central Valley, including the cities of Richmond, Hercules, Tracy, Dublin, San Bruno, and Livingston. <u>Plan Review/Staff Support</u> <u>City of Richmond Capital Improvement Program – Staff Augmentation</u> Provided staff augmentation services to the City of Richmond in support of active Capital Improvement Program (CIP) delivery, ensuring continuity during a critical transition period. Responsibilities include day-to-day project management, coordination, and oversight of multiple concurrent pavement, ADA, curb ramp, and sidewalk programs. Supported advancement of major initiatives such as the multi-year \$42M Paving Program (Base Repair Blitz), Rubberized Cape Seal projects, Citywide Concrete and Curb Ramp improvements, ADA sidewalk compliance projects, and Measure J-funded sidewalk shaving and repair programs. Services include consultant and contractor coordination, schedule and risk tracking, GIS and data verification, design oversight, construction interface support, and resolution of funding and scope constraints. In addition, provided technical and administrative support for budget tracking, work authorizations, change orders, and preparation of staff reports, agenda items, and City Council materials, including SB1 funding coordination and Council resolution support. Assisted with on-call contractor management, ADA and right-of-way coordination, public inquiries, and cross-departmental collaboration to maintain compliance, public safety, and service responsiveness. <u>Key Projects Managed and Supported:</u> • 2026 Paving Program – Base Repair Blitz Project management and coordination supporting design advancement, SB1 funding, staff reports, and bid readiness. • 2025 Rubberized Cape Seal Project: Construction coordination, consultant and CM oversight, police coordination, schedule tracking, and Complete Streets integration. • 2024 ADA Sidewalk & Curb Ramp Project (300 Locations): Oversight of remaining construction, sequencing, change orders, and closeout coordination. • 2025 Citywide Concrete / Curb Ramp Program: Management of curb ramp delivery tied to paving projects, on-call contractor coordination.
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Michael G. O'Connor

(continued)

City of San Bruno

Project Manager for the City of San Bruno for the Southline Project, a transit-oriented office/R&D campus consisting of 7 multi-story office buildings on 27 acres in South San Francisco, near the San Bruno BART station and Tanforan Mall. Offsite improvements included realignment of Sneath Lane/Huntington Ave. intersection, construction of a 1-acre linear parklet buffer between the residential neighborhood and the proposed office development, and coordination with the Huntington Ave. Cycle Track bikeway project.

Plan Review/Staff Support

City of Dublin – Public Works Department

Plan Review processing of proposed improvements for private development tenant improvements; site development review referrals for conditions of approval, and site work permit inspections. Review improvement plans, grading plans and conduct site inspections for ADA accessibility compliance, and for Storm Water C.3 treatment requirements.

- Reviewed several CIP Facilities Improvements projects for City of Dublin, including the Civic Center Cultural Arts project and the Public Safety Complex.
- Reviewed several Parks improvement plans including the All-Abilities Park, Fallon Sports Parks (Phases 3 and 4), and the Emerald Glen Aquatic Center.
- Peer Reviewed Tassajara Gap Closure CIP and the Dublin Trunk Sewer Rehab Project.

City of Tracy – Development Engineering Services

Cordes Ranch (International Park of Commerce):

Provided review and processing of the development applications for several developments in the Cordes Ranch Specific Plan area, including Amazon Building 1, FedEx, MedLine, Building 6, Building 12, Building 25, Buildings 22 and 23, Buildings 2, 3, and 4, Buildings 9 and 10, IPC Prologis Office Building, Building 14, Building 19, Building 16, Building 20 and Building 11.

Checked onsite and offsite Improvement Plans for all Phase 1 Cordes Ranch projects for conformance to the Cordes Ranch Specific Plan and EIR documents, City Design Standards, project Conditions of Approval, and City Master Plans.

Tracy Village Project – Valpico Road Widening Project:

Plan review and coordination of offsite improvements for 594- lot residential subdivision, including coordination with Rule 20 Undergrounding Project and offsite master plan recycled water main.



STEVE GHANE, P.E., M.S.
Senior Civil Engineer

Education:

M.S. Environmental and Urban Systems. Also, M.S Urban Transportation. FIU, Miami, FL

B.S. Civil Engineering- Florida International University (FIU) (Florida State, Miami, FL,>58k, Students), Miami, FL

Professional Civil Engineer, CA No. C53250

Mr. Steve Ghane is an accomplished and results-driven Civil Engineer with over 40 years of progressive experience in engineering design, construction management (CM), and program management (PM) across diverse infrastructure sectors. Proven leadership in delivering complex public and private projects, including water and wastewater treatment plants, reclaimed water systems, land development, transportation systems, seaports, dams, flood control channels, and both overwater and underwater construction.

Extensive expertise in structural, geotechnical, and hydraulic/hydrologic engineering; grading, drainage, seismic retrofits, foundations, and retaining walls. Strong background in design-build (D-B) delivery, CPM scheduling, environmental impact studies (EIS), QA/QC oversight, and regulatory compliance.

Held senior leadership roles including Senior VP, Sr. Resident Engineer, Chief Inspector, QA/QC Manager managing multi-disciplinary teams and overseeing project delivery from planning and permitting to PS&E, construction, operations, and maintenance.

Mr. Ghane has served as City Engineer/ Public Works Director for several cities including City of Moorpark, City of Azusa and City of Carson.

Experience Summary:

Project: Moulton Niguel Water District, Laguna Niguel, Ca

Pipeline replacements at I-5 and Oso Creek crossings, Casa Del Oso – pump no. 1 replacement, Valencia lift station rehabilitation reservoir management systems (RMS) & various other projects & locations.

As Sr. Project Manager, Mr. Ghane was responsible for PS&E that replaced existing potable and recycled Pipelines that cross under the I-5 freeway south of Oso Parkway by installing a new 72-inch casing below the freeway via micro tunneling. Served as Sr. Resident Engineer for Construction Management and Inspection services (CM&I), as well as CEQA compliance monitoring. (Duration: 4 years, construction cost \$18 million).

Project: Irvine Ranch Water District, Baker Water Treatment Plant, at the site of the former Baker Filtration Plant in Lake Forest, a joint regional project by five South Orange County water districts.

As Sr. Project manager prepared and studied the feasibility of constructing a new regional water treatment plant; Environmental and economic feasibility study of a total wastewater treatment network system, prepared Environmental Impact Report (EIR), Plans, Specifications and Estimate, (PS&E) QA/QC Manager, oversight of other consultants, and coordinated with other agencies. Reviewed and approved monthly progress and pay requisitions, shop drawings, trenching & shoring plans, change orders. (Duration: 5 years construction cost \$132 million)

Project: Caltrans, Improvements to a Six-Mile Section of State Route 55, from 17th. St. to SR 91, Orange County, Seismic Retrofit of Various Bridges in Los Angeles (LA), Ventura, Orange County (OC), Riverside, San Bernardino, San Diego, & Other Counties, California.

As Sr. Project Manager and Sr. Resident Engineer Mr. Ghane was responsible for preparation of the Project Report, construction plans, specifications, and estimates (PS&E) for safety improvement including addition of a four-foot buffer between the High Occupancy Vehicle (HOV) lane and the adjacent mixed –flow travel lanes. Environmental Impact Statement (EIS) & analysis for numerous projects & Seismic Retrofit of Various Bridges in Los Angeles (LA)), Ventura Orange County (OC), Riverside, San Bernardino, San Diego, & Other Counties, & other projects. (Duration: 12-year construction estimated \$192 million).

Project: City of Irvine, Main Street Improvements (adding two to four lanes, & reconstruction), Irvine, California.

As Sr. Project Engineer was responsible for the preparation of the Main Street Action Plan Report as well as final approved construction plans, specifications and estimate (PS&E) including storm drain, hydraulics, drainage, plan checks for the city Irvine. (Duration: 1 year, construction estimate \$6 million).

Project: City of Anaheim, Anaheim Plaza, Various Buildings, for Anaheim Redevelopment Agency, Anaheim, California.

As Sr. Project Manager prepared and supervised projected construction cost estimates, plans, street Improvements, widenings, pavement reconstruction, overlays, alternative land use plans, PS&E and Exhibits. Coordinated Caltrans I-5 widening improvements, bridges and ramps redesigns as it relates to the Plaza. CPM, Analyzed storm drain, hydraulics, drainage, grading. Reviewed Environmental Impact Reports, traffic studies, intersection Capacity Utilization Analyses, advised the agency of necessary revisions. Construction Management/program Management (PM/CM). Environmental Impact Statement (EIS) & analysis for numerous projects (Duration: 2 years, \$235 million)

Project: Orange County Transportation Authority (OCTA) TCA, Transportation Corridor Agency (TCA)Three Toll Roads: San Joaquin Hills, Eastern & Foothill Transportation Corridors, Orange County, CA

As Sr. Project Manager /Sr. Highway Engineer responsible for planning, design, review, analyses for various Alternative selections. Prepared horizontal alignments & vertical controls including plans, PS&E, Profiles, existing & proposed cross sections. Studied various alternatives for the over/under crossing of the Foothill Transportation Corridor at El Toro Road. CPM schedules, CM/PM, coordinated with Caltrans. Analyzed storm drain, hydraulics, drainage, grading Staff Performance reviews. Environmental Impact Statement (EIS) & analysis for numerous projects (Duration: 2 years, ~\$2billion).

Project: Jamboree Road Extensions (from Barranca Parkway to Edinger Ave.), City of Irvine and Tustin, CA

As Project Manager/ Resident Engineer responsible for Construction Engineering & Inspection (CE&I) including Reviews and approvals of concrete mix designs, trenching and shoring plans, false work plans, shop drawings, and contractors pay requisitions, etc. Environmental Impact Statement (EIS) & analysis for numerous projects (Duration: 2-year, construction estimate \$12.5million)

Project: Metro, Los Angeles Metro Rail system. The C Line (formerly the Green Line), a 20-mile, light rail line running between Redondo Beach and Norwalk within Los Angeles County, Elevated & at-Grade, LA, CA

As Senior Resident Engineer (RE) responsible for CE&I, CM/PM, owner representative contract C109 & C110 included Segmental cantilever bridge over Rosecrans Ave., CIDH, deep foundations, approval of shop drawings & Plan checks, pre-stressed post tensioned segmental bridge,.

RE for part of a large Heavy Rail Transit project in Los Angeles. Responsible for on-site construction management activities and was the primary point of contact with the contractor. Administered the provisions of the contract while acting as owner's authorized representative of client. (Duration: 3 years, Const. cost ~ \$42 million)

Project: Alameda Corridor Transportation Authority, 20-mile freight rail "expressway", Long Beach, CA

As QA/QC, Quality Assurance Manager (QAM), Quality Control Manager (QCM), Sr. Design Engineer, Sr. PM responsible for Designs PS&E, PM/CM. Sr. RE on CE& I including oversight/communicating with contractors, sub-contractors & various agencies, P3 Tracked costs. Reviewed & Approved Progressive Design-Build (PD-B) Contractor Monthly work Progress, CPM schedules, Reviewed, approve monthly pay Requisitions, developed "what if seniors", timelines, costs Quality Control Manger (QCM), coordinated & communicated Design & Construction, progress. As QA/QC Mgr. responsible for construction engineering & inspection (CE&I) & Design-Build of Alameda Corridor. Environmental Impact Statement (EIS) & analysis for numerous projects. (Duration: 3 years, Construction cost ~ \$950 million)

Project: Metro Rail Rapid Transit System's Stage I, Metro Dade County, Miami, Florida.

As Project Manager/Project Engineer and/or Senior Inspector was responsible for Building and Construction Management and Inspection of two line sections (nine miles of elevated and at grade guide way, Including post-tensioned segmental bridges, box-girders, cast-in-place on falsework, cast-in-place cantilever construction, cofferdams, various piles, drilled shafts, footings, and columns) and four stations (contract N-105 and N-109, Clumber, Overtown, South Miami and Douglas Road (Duration: 4 years, Construction estimate \$63 million).

Project: FDOT, State Road 826, 836, interstate 95 Golden Glades Interchange Widening, Miami, Florida.

As Project Engineer and/or Resident Engineer was responsible for Construction Engineering and Inspection (CE&I) for Twelve Miles of Highway Widening from four to eight lanes, including demolition & reconstruction of seven bridges and six new bridges. This is the most congested highway interchange connecting Metropolitan Miami to the greater Fort Lauderdale area. Elaborated drainage schemes, pile foundations, various retaining walls, concrete and AC pavement...etc. were placed, CPMs. Supervised Contractors & Subs. CM/PM, Oversight of numerous contracts activities, especially on Budget/Time, performance. Analyzed storm drain, hydraulics, drainage, grading. Environmental Impact Statement (EIS) & analysis for numerous projects (Duration: 2 years, construction cost \$95 million).

Project: Caltrans, Grand Ave. & 17th St. Improvements, widening, ramps & bridges (four to six lanes) Santa Ana, CA

As Resident Engineer and/or Structure Construction Engineer responsible for (CE&I) including reviews and Approvals of trenching & shoring plans, falsework plans, contractors supervision, monthly pay requisitions, review & approval of shop drawings, daily, weekly, and monthly activity reports, oversight, Created well linked

CPM schedules, Concrete mix, Created "what if scenarios". Analyzed storm drain, hydraulics, drainage, grading (Duration: 3 years, const. Cost \$18 million).

Project: Orange County Transportation Authority (OCTA) in cooperation with the California Department of Transportation (Caltrans), Progressive Design-Build (PD-B) the I-405 Improvement Project.

As Sr. Project Manager, responsible for PS&E, CM/PM, QA/QC Manager, CPM, D-B. This \$1.2 Billion project represents the design/build improvement of 16 miles of the existing I-405 freeway beginning at SR73 to I-605 of I-405. This project was managed jointly by the US construction firms OHL North America, several other firms & Astaldi Construction Corporation, collaborating to form the joint venture OC 405 Partners established to improve infrastructure in Orange County, California. Reconfiguration of interchanges and ramps comprised of 23 new or replacement crossroad/ramp bridges, one pedestrian bridge, and seven bridge widenings on I-40, two overhead railroad crossings. (Duration: 5 years, Construction Cost \$1.2 billion).

City Engineer/ Director of Public Works: Mr. Ghane served as interim City. Engineer/ Public Works Director for Cities of Moorpark, Azusa and Carson in southern California. His responsibilities included oversight of Engineering functions in design, permitting, private developments review, CIP management, grants and construction management. He is highly experienced in managing large projects with multiple stakeholders and external agencies. He was responsible for preparation of CIP budgets, City Council staff reports, presentations ant public hearings and coun cil meetings.

Education:

*Chabot Community College
 Hayward, California*

*Mathematics, Science,
 Civil Engineering, and
 Land Surveying courses*

**Management Highlights
 & Capabilities**

- *Over 40 Years of Civil Engineering and Land Surveying experience*
- *Designing and overseeing the production of a wide range of civil plans and survey maps.*
- *Performing, directing, and reviewing all essential office and field work in support of engineering, surveying, and planning projects*
- *Plan review for public agencies, including engineering design review of subdivision and Capital Improvement Program improvement plans*
- *Project management and construction management for public agencies involving permitting of both private sector development and public capital improvement projects*

Mr. Doug Rodgers has 46 years of experience in the field of civil engineering, including extensive work in land surveying, capital improvement projects design, and construction coordination in public and private sectors.

Mr. Rodgers's experience as a Project Engineer and Project Manager includes engineering design, surveying, and construction management for a variety of transportation and capital improvement projects, including street rehabilitation, grading and drainage, stormwater quality control, utilities, topographic surveys, and inspections of construction work.

Mr. Rodger's expertise in various phases of projects, including scoping, estimating, and programming, enables him to successfully execute projects that are completed well within budgets and in compliance with project goals. His exceptional knowledge of construction procedures and techniques as well as Contract Law result in well-managed construction projects of high quality.

Selected Experience

• **City of Hercules Engineering Division**

Falcon Way Pavement Rehabilitation Project – Project manager and Construction Manager for the design and construction of major street rehabilitation improvements consisting of wedge grind and placement of AC overlay, full pavement milling and placement of asphalt concrete, including striping, signage, and curb ramps.

• **City of Richmond**

Doug Rodgers is providing project management services for two fire Stations in Richmond – **Fire Station 63 and Fire Station 66**. Complex structural and geotechnical issues are being addressed for Fire Station 63, as well as a complete reconstruction of Fire Station 66.

• **Alameda County Public Works Agency**

Wilbeam Avenue Streetscape Improvements – public street reconstruction consisting of new curb, gutter, sidewalk, pavement, and storm drainage improvements.

• **Oro Loma Sanitary District**

Grant Avenue Sewer Rehabilitation – 24" and larger sanitary sewer trunk main reconstruction in the existing arterial roadway.

Douglas Rodgers
Senior Civil Engineer
(continued)

- **City of Dublin – Public Works Department**

Project management, review, and construction coordination of major roadway, storm drainage, wastewater, and water infrastructure projects for

Grafton Plaza – 12-acre Mixed-Use Development with hotel, commercial, and townhouses, including public street widening, Parcel Map, and Final Map.

Kaiser Dublin Medical Center -Medical Office Building with extensive off-site public street widening and storm drainage improvements.

- **City of Tracy – Development and Engineering Services**

Tracy Hills – Project management, review of major roadway, storm drainage, wastewater, and water infrastructure projects, and construction coordination to support a 2,732-acre Master Planned Community consisting of 5,499 residential units, a mixed-use business park, commercial and industrial space, 3 public schools, a fire station, numerous parks, open space, and conservation easement areas.

- **Mountain House Community Services District**

College Park – Project management, review of major roadway, storm drainage, wastewater, and water infrastructure projects, and construction coordination for an 815-acre mixed-use master planned community consisting of 2,240 residential units, 1.8 million square feet of commercial, office, and industrial property, 47 acres of parks, two schools, and a community college.

- **City of Emeryville – Public Works Department**

Marketplace Redevelopment Project – Project management, review of major roadway, storm drainage, wastewater, and water infrastructure projects, and construction coordination for a 15-acre Mixed Use Development with 120,000 square feet of office, 180,000 square feet of retail, and 674 multi-family residential units, including relocation of existing public street.



MOJGAN OSOOLI, P.E.
SENIOR CIVIL ENGINEER

Professional Registration
Professional Civil Engineer
California No 88505

QSD/QSP License
No.26572

Education
BS, Civil Engineering
Iran National University

***Management Highlights
& Capabilities***

- *15 Years of Civil Engineering Experience*
- *2 Years of Municipal Engineering Experience*
- *1.5 Capital Improvement Engineering Experience*
- *5 Years Caltrans Transportation Experience*
- *8 Years of Water Resources and Water Transfer*
- *Managed about 10 staff and led professional teams*

Mrs. Osooli has over 15 years of professional engineering experience working on projects pertaining to highway design, on-site and off-site developments for residential and commercial projects, water transfer, sewer and storm Water design, storm water detention and retention facilities.

Mrs. Osooli has worked in private and public sectors in land development, Transportation, and master plan CIP projects in Bay Area.

Senior Engineer/SNG Associates

Mrs. Osooli reviewed several Land Development (residential, industrial& commercial) projects with City of Tracy and City of Turlock including.

- *4407 West Main St. in Turlock, CA. Divert Integrated food recovery facility*
- *Tracy Hills major residential development, City of Tracy, CA*

**Senior Transportation Engineer/Branch Chief
Caltrans**

Mrs. Osooli designed, checked, and reviewed plans, cost estimate and specifications. She attended highway design and bridge replacement projects, prepared technical H&H report and engineering calculations, storm water design, treatment BMP, temporary stream diversion, dewatering, access roads, SWPPP and construction BMPs, for various capital and maintenance projects including items below:

- *Alameda Bridge replacement, Change of alignment,*
- *Alemay Bridge Improvement in 101 HWY*
- *Hopper Slough Bridge replacement in Napa County*
- *Sulphur Creek and York Creek Bridge Rails replacement Napa County*
- *Trash Capture Design in Several locations in Contra Costa County route 80.*

Mrs. Osooli has done several oversight reviews for public agencies projects in Caltrans R/W including below.

- *Reconstructing I-880 Whipple and Industrial parkway interchange, a \$120 million project with City of Hayward.*
- *San Mateo HWY-1 Over Crossing with City of Pacifica*
- *I-680 interchange improvement with City of Fremont*

Mojgan Osooli
Senior Civil Engineer
(continued)

Project Engineer, BKF Engineers

Mrs. Osooli Prepared construction documents for residential and commercial developments, worked on designing Infrastructure, pump stations and utilities such as water, fire and storm. Prepared planning and entitlement applications, and on-site and off-site improvement plans, Specs and cost estimates.

- *Station 1300 improvement, Menlo Park.*
- *San Francisco University Housing*
- *Salinas Commuter Rail Station and Layover Facility*
- *Treasure and Yerba Buena Islands improvements.*
- *Vallejo Gordon Water Main repair at LedgeWood Creek.*
- *Candlestick Point, Gilman Ave Auxiliary Water Supply System.*
- *Hillsborough 30-year Storm Water Master plan.*
- *Stanford in Redwood City, Fire Water Network Modeling*
- *3 Large Trash Capture devices in City of San Jose*
- *San Mateo Sewer Main and Manhole Rehabilitation*
- *South San Francisco Sewer Main and Manhole Rehabilitation*

Engineering Tech, City of San Jose

Mrs. Osooli participated in the \$1.2 Billion CIP Program to renovate the Regional Wastewater Facility.

- *Iron Salt Feed Station project*
- *Yard Piping Condition Assessment and Road Improvement project for more than 18 miles pipe network*
- *Advanced Facility Process and Control Instruments Replacement project.*
- *Attended the City CAD and BIM Standard Development committee*

Project Engineer, Iran Water Resources management

Mrs. Osooli worked on designing a complex inter-basin water transfer between Mazandaran and Golestan, a huge plan with approximately 3 billion dollars estimated cost.

Participated in project scoping, preliminary and detailed design and coordinated permits and environmental approvals.

Project Engineer, Asarab Engineering Consultant

Mrs. Osooli worked on various projects related to water transfer, water resources master plan.



NIKHIL MANCHIREDDY
ASSISTANT CIVIL ENGINEER

Education <i>M.S., Civil & Environmental Engineering (Dec 2025) Texas A&M University, College Station.</i> Highlights & Capabilities • <i>Municipal Plan Review & Permitting Support (encroachment, TI, street improvement plan sets, CIPs)</i> • <i>GIS & Data Analysis (ArcGIS/QGIS mapping and analysis; Excel-based calculations and reporting)</i> • <i>Stormwater / Drainage Compliance Support (drainage infrastructure review, local guidelines)</i> • <i>Plan Markups & Coordination (Bluebeam-based comments, revision tracking, submittal support)</i>	Mr. Manchireddy is a Civil & Environmental Engineering graduate with hands-on internship experience supporting municipal plan review and permitting, stormwater/drainage compliance, and engineering documentation for public and private development projects. His background includes preparing plan markups and revision tracking in Bluebeam, conducting environmental/site analysis using ArcGIS/QGIS, and supporting design/coordination tasks, with a strong focus on code compliance, and cross-team coordination. <u>Civil Engineering Intern SNG & Associates Jun 2025 – Aug 2025 Jan 2026- Present</u> • Performed municipal-focused engineering support work, including plan review and comment development for encroachment, tenant improvement, and street improvement plan sets for projects across Newark, Dublin, and Tracy. Assisted with storm drain infrastructure evaluation to support compliance with local stormwater management and drainage design guidelines. • Prepared and organized plan markups in Bluebeam Revu for Tracy development projects (incl. IPC Phase 1M and Panda Express), supporting design revisions and coordination. Reviewed and referenced Environmental Impact Reports, Infrastructure Master Plans, and City design standards (Tracy and Newark) to support accurate and compliant plan review for efficient City processing. <u>Site Engineer Intern Vamsiram Builders, India Jul 2022 – Oct 2022</u> • Supported field construction operations through daily oversight and inspection of critical installations to verify quality and conformance with <u>project</u> requirements. • Resolved technical and coordination issues through drawing interpretation and design coordination; maintained quality control documentation and progress tracking using AutoCAD and Excel. <u>Graduate Projects</u> • Geomatics / Civil Engineering Design Project – Led Phase I Environmental Site Assessments (ESAs) for a proposed TAMU campus; completed site inspections, historical research, and environmental impact analysis. Developed sustainability strategies integrating green infrastructure, stormwater management, and regulatory compliance using GIS, Civil 3D, and FME tools. • Life Cycle Assessment (LCA) – Residential Building – Completed LCA using Revit and Tally for 10 residential design variations across two climate zones; assessed materials and energy performance to identify strategies reducing GHG emissions and energy demand. • Hydrological Analysis – Conducted statistical streamflow analysis, evapotranspiration modeling (Penman–Monteith), and infiltration modeling (Philip and Green–Ampt) using Excel and QGIS.
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EDUCATION

M.S. Transportation
Engineering/Operations
Research, University of
Delaware, Newark, Delaware,
2001

M. Eng Transportation
Engineering, University of Tokyo,
Tokyo, Tokyo, 1995

B. Tech (hons) Civil, Indian
Institute of Technology,
Kharagpur, West Bengal, 1992

CA REGISTRATIONS

Professional Engineer #68928,
California Board for Professional
Engineers, Land Surveyors, and
Geologists

Professional Engineer #1103,
Professional Traffic Operations
Engineer



INTELLIGENT TRANSPORTATION SYSTEMS

- ✓ ITS System Review & Needs Assessment
- ✓ Traffic Management Centers
- ✓ Traffic Operations
- ✓ Knowledge of Existing & Emerging Transportation Technologies
- ✓ Innovative Congestion Management Strategies
- ✓ Stakeholder Coordination

Joy Bhattacharya P.E., PTOE

Vice President, Innovative Transportation Solutions

Joy is AMG's Vice President of Innovative Transportation Solutions. He has in-depth experience in the development, design and implementation of various engineering strategies in major metropolitan areas, including Adaptive/Responsive Traffic Signal Systems and Transit Priority Systems; Incident Management Plans; design of automated Electronic Toll Collection systems; preparation of PS&E for field implementation of CCTV, Changeable Message Signs, Highway Advisory Radio, Ramp Metering and ATMS systems; and freeway and arterial operations using micro-simulation. Local projects to his credit include the Mountain House ATMS, City of Hayward Adaptive Signal Systems, Webster Street SMART Corridor System, I-80 Integrated Corridor Management, and the Santa Clara VTA Capitol Corridor Transportation Study.

Project Experience

Traffic Improvement Plans and ATSPM Implementation, San Rafael, California (Project Manager). AMG is providing consultant assistance to the MTC to perform the System Engineering services for the City of San Rafael. Joy is the project manager and providing project management and coordination, technical oversight, existing inventory evaluation, and SEMP review services. Additionally, Joy and his team are responsible for identifying user needs to meet the City's overall goals, objectives, and strategies for the project and preparing the functional requirements, performance requirements, constraints, interface requirements, data requirements, and future requirements for the traffic signal system. Work includes fiber optic schematic plans, fiber splice details, detailed technical specification of materials, equipment, and devices that need to be procured, installed, and tested to establish a communication link over fiber optic networks.

Harding Way Traffic Signal Modification, Stockton, California (Project Manager). This project involved improvements to the intersections of Harding Way/Center Street and Harding Way/El Dorado Street, and to the sections of Harding Way separating and approaching these intersections from the east and west. The proposed project involved roadway improvements, traffic signal modifications, signing and striping modifications, safety lighting, installation of video monitoring system, drainage adjustments, and wheelchair ramp construction at intersections on Harding Way. The signal designs and signing and striping details conformed to the City standards, California MUTCD guidelines, and Caltrans standard plans, specifications and design requirements. Joy led the design effort actively communicating with subconsultants and City staff to provide the final PS&E. Joy provided the construction support for implementation of the design.

Webster Street SMART Corridor Project, Alameda County, Ca. (Project Manager). Joy was as the Project Manager for the Webster Street SMART Corridor Project. The project the developed a TSP system to reduce travel time along five AC Transit lines; designed traffic signal coordination systems along Webster Street and Constitution Way/Lincoln Avenue; designed a new traffic signal at Webster/Pacific Avenues and signal modifications at five intersections; designed and implemented an Advance(VDS); designed and implemented a CCTV system; and implemented an ATIS.

Christopher Thnay, P.E., AICP

Vice President - Planning

Christopher has more than 35 years of experience in transportation engineering for large planning and operation projects around the San Francisco Bay Area. He was a traffic engineer with the City of Palo Alto (7 years) and a Planning Commissioner (11 years) with extensive on-call traffic operations experience. He is focused on fostering a healthy balance between land use and transportation needs, and has expertise in corridor studies, context sensitive roadway design, traffic impact and parking studies, circulation plan, safety audits, traffic calming, and general plan roadway policies and programs. He is a Fellow of ITE.

Project Experience

City of Mountain House On-Call Projects, Mountain House, Ca. Various on-call projects including Specific Plan I, II & III, Town Center Traffic Study, Traffic Calming Study, Citywide Traffic Monitoring Plan (CTMP), Mountain House High School Impact Study, Traffic Impact Fee and performed plan checks since 2017. Served as City traffic engineer since 2020.

City of Patterson On-Call Transportation Engineering

AMG has been providing on-call services since 2010 and recently assisted in preparing a Transportation Infrastructure Master Plan (TIMP) which will provide a long-term guide for the City plan for future growth. The project included utilizing the StanCOG model to develop 2040 forecasts and determine traffic impact on future roadways, including intersection safety analysis and development of 30% conceptual plan line drawings. AMG staff also provided the following on-call traffic engineering services:

- Prepared roundabout PS&E design
- Prepared documents for the E-76
- Coordinated with Caltrans
- Developed pedestrian safety analysis and RRFB design
- Prepared successful grant applications - CMAQ, HSIP Funding

City of Belmont On-Call Projects, Belmont, Ca. Provided peer review for all traffic impact study (TIS). This includes reviews to ensure TIS meets all city standards, bike/ped Master Plan, parking ordinance and pays project fair share.

City of Palo Alto On-Call Projects, Palo Alto, California

Completed several projects for the City including: Updated Congestion Management Program (CMP); Embarcadero Road/Paly High School Plan Line Study; Charleston/Arastradero Road-Diet Study; Citywide Model Preparation; Citywide Plan Line Study, Caltrain signal preemption, signal warrants.

The City of Martinez Local Road Safety Plan (LSRP)

AMG conducted a 5-year collision analysis to determine the Top10 safety corridors based on serious injury and fatality. The 2-year process included extensive stakeholder input, online surveys and countermeasures developed through the Safe Systems Approach and addressed Equity in the City. An online collisions map was also developed to display various layers of collisions including pedestrian, bicycle, speeding and lighting; including overlay of income levels to address equity challenges. The project was successfully used to win a Safe Streets and Roads for All (SS4A) Grant.

EDUCATION

MS, Transportation Planning
& Management - Stanford
University, Stanford, CA

BS, Civil & Environmental
Engineering - University of
Wisconsin, Madison, WI

REGISTRATIONS

Traffic Engineer #1771, State
of California

Certified Planner #10403,
AICP



TRAFFIC ENGINEERING

- ✓ Traffic Operations Analysis
- ✓ TIA
- ✓ Complete Streets
- ✓ VMT Analysis
- ✓ Plan Checking
- ✓ Traffic Impact Fee
- ✓ Safety Evaluation
- ✓ Parking Evaluation
- ✓ TDM/Ped/Bike Plan
- ✓ Travel Forecasting Model
- ✓ Roads, Signals,
Developments & Land Use
Data Analysis
- ✓ Scenarios Evaluation
- ✓ Traffic Impact Fee

JOHN T. MAY, PLS

SURVEY PROJECT MANAGER

YEARS OF EXPERIENCE

Total Years 25
With Towill 12

EDUCATION

B.A., History, San Jose State University, San Jose, CA, 2006

REGISTRATION

2008/Professional Land Surveyor #8570/CA

SPECIALIZED EXPERIENCE

- Management of field crews
- Topographic surveying
- As-built surveys
- Monitoring surveys
- Right of way mapping
- Subdivision and parcel mapping
- Lot line adjustments
- Construction staking
- Knowledge of the Caltrans Right of Way Engineering, CAD, and survey standards

SUMMARY

Mr. May has 25 years of surveying experience as a Senior Land Surveyor, Project Manager, Project Surveyor, Field Survey Supervisor, and/or Survey Party Chief. He is an excellent task leader and regularly schedules and supervises our field survey crews. His experience includes geodetic control surveys, topographic surveys, cadastral/boundary surveys and right of way engineering surveys (encompassing ALTA/NSPS surveys, right of way mapping, subdivision and parcel maps, lot line adjustments, certificates of compliance, legal descriptions, Records of Survey, and Corner Records), many types of construction surveys, monitoring surveys, and bathymetric surveys. In addition, his experience complying with a wide array of federal, state, and local government technical standards, administrative requirements, and safety protocols is substantial. Mr. May was an Adjunct Professor at San Jose State University, where he taught Introduction to Geomatics for civil engineering majors.

PROJECT EXPERIENCE

Town of Los Altos Hills, As-needed Land Surveying and Mapping Services, Town of Los Altos Hills, CA:

Towill is providing land surveying and mapping services for a variety of projects for the Town. Projects have included survey support and topographic surveys at the Los Altos Corporation Yard for Corporation Yard Materials Laydown Area Improvements, construction staking and boundary survey for easement limits of a trail easement over multiple lots in the Saddle Mountain Estates, preparation of plats and legal descriptions for a proposed path, and topographic survey for Byrne Park Plunge, among others. As Project Manager, Mr. May is responsible for developing work and safety plans, boundary resolutions, and creation of final deliverables.

City of San José, On-call Surveying and Mapping, San José, CA:

Towill has successfully completed multiple projects under our current on-call contract for surveying and mapping with the City of San José. To support planning, design, and new construction of median islands, bulbouts, and crosswalks for the McLaughlin Avenue Conceptual Plan Survey, Towill provided aerial photogrammetry and LiDAR mapping for 3.2 miles of McLaughlin Avenue from Interstate 280 to Capitol Expressway. For another project, Towill provided aerial photogrammetry, aerial LiDAR, field surveys, and a comprehensive topographic and boundary map to support planning, design, and construction of new storm drainpipe alignment along Charcot Avenue, along with a pump station facility at Charcot Avenue and Coyote Creek. A new storm pump station with an outfall into Coyote Creek will service an approximately 420-acre area consisting of east of Zanker Road between Trimble Road and E. Brokaw Road. Mr. May serves as the Project Manager and his responsibilities include coordination with the client and QC of all deliverables.

JOHN T. MAY, PLS

SURVEY PROJECT MANAGER

Caltrain/Peninsula Corridor Joint Powers Authority, Caltrain Electrification Project, San Francisco, San Mateo, and Santa Clara Counties, CA:

As part of the design team, Towill is conducting mobile LiDAR mapping for 54 miles of track in support of the design for the electrification of the corridor. We are identifying potential constraints to the design based on the placement of structures above and next to the rail line, including bridges, all overcrossings, and tunnels. We are also mapping the current locations of the track signal structures and performing design topographic surveying for ten track and power stations/plants. Mr. May is the Survey Project Manager. He designs, manages, and performs QA/QC of the field and office surveying activities for this project. He is responsible for cost estimating and task order proposal development; task order negotiation and management; oversight and integration of the various elements of the project design/approach to confirm their compliance with task order technical and administrative requirements; assignment of personnel and equipment resources to the task orders and assuring their availability throughout the duration of the projects.

Caltrain/Peninsula Corridor Joint Powers Authority, Rengstorff Grade Separation, Mountain View, CA:

Mr. May is the Project Manager, responsible for project oversight, field survey plan preparation, and final QA/QC of deliverables. Tasks have included aerial topographic and planimetric surveys, limited field topographic survey, and title reports and right of way maps for proposed takes. Towill staff have conducted as-built surveys to document existing field conditions, collected aerial photography, and prepared digital orthophotography. Deliverables include title reports, digital terrain model, topographic map, and right of way maps.

County of San Mateo, Department of Public Works, On-call Engineering Services, San Mateo County, CA:

Mr. May serves as Contract/Project Manager for this client. Towill is providing surveying services for various projects, including field surveying, aerial mapping, and 3D laser scanning to support all phases of project development. Towill is also providing staff augmentation services, and Mr. May has served as the Interim County Surveyor, coordinating the work of existing staff members and completing map checking services. Towill staff, under the direction of Mr. May, reviewed over 500 Records of Survey. In addition, as the acting County Surveyor, Mr. May was tasked with representing the County of San Mateo as an expert witness in the practice of land surveying, interpreting the Professional Land Survey Act, and local survey standards and heritage pertaining to this court case.

Valley Transportation Authority (VTA), On-call Surveying and Mapping, Santa Clara County, CA:

Towill served as a primary survey consultant to VTA under four consecutive on-call services contracts beginning in 2002. Our services included a comprehensive range of land surveying and mapping tasks, such as geodetic control surveys, field topographic surveys, surface and underground utility location surveys, cadastral (boundary) surveys (including development of legal descriptions, plats, appraisal maps, and Records of Survey), right of way engineering, subsidence monitoring, QA/QC surveys, aerial photogrammetric mapping, and GIS consulting and development. Towill was awarded dozens of task orders under these contracts, which total approximately \$8M. Under Towill's previous contract with VTA, Mr. May served as a Project Surveyor/Field Task Manager/Party Chief responsible for planning, scheduling, and/or performing field surveying tasks, development of safety plans and procedures, and oversight of daily field and office surveying production tasks. Under Towill's most recent contract with VTA, Mr. May served as Project Surveyor.

Base Design Cost Estimate

Milestone / Task	Principal	Project Manager	Senior Engineer	Drainage / Stormwater	Landscape	Assistant Engineer	CAD / Tech	Admin	SNG Hours	SNG Labor Cost	AMG Traffic Design	Towill Survey	Sub Markup	Reimbursables	Total Cost
1. Project Management / Coordination	4	40	4	0	0	8	0	6	62	\$12,924					\$12,924
2. Data Collection / Field Review	2	6	4	0	0	6	8	0	26	\$4,938					\$4,938
3. Preliminary Design / Concept	2	12	16	8	8	8	42	0	96	\$17,740					\$17,740
4. Public Outreach / Exhibits	1	8	4	0	2		8	0	23	\$4,565					\$4,565
5. 50% PS&E	2	16	16	8	8	16	80	2	148	\$25,906					\$25,906
6. Utility / ROW / City Comments	1	8	8	2	0	8	4	0	31	\$6,121					\$6,121
7. 100% Final PS&E	2	10	10	2	2	4	12	2	44	\$8,480					\$8,480
8. Bid / Construction Support	1	4	4	0	0	4	2	2	17	\$3,207					\$3,207
Subtotal SNG Labor									447	\$83,881					\$83,881
AMG Base Design Effort											\$20,000		\$2,000		\$22,000
Towill Base Survey / Mapping												\$20,000	\$2,000		\$22,000
Reimbursables														\$2,000	\$2,000
BASE DESIGN FEE TOTAL									447	\$83,881	\$20,000	\$20,000	\$4,000	\$2,000	\$129,881



EAST PALO ALTO CITY COUNCIL STAFF REPORT

DATE: July 21, 2026

TO: Honorable Mayor and Members of the City Council

VIA: Melvin E. Gaines, City Manager

BY: Jay Farr, Maintenance Division Manager
Humza Javed, Public Works Director

SUBJECT: Award of Contract for On-Call and Emergency Tree Maintenance Services

Recommendation Action

Adopt a resolution:

1. Authorizing the City Manager to execute a five-year agreement, in a form approved by the City Attorney, with West Coast Arborists, Inc. for on-call and emergency tree trimming, pruning, and tree removal services within the public right-of-way and on City-owned properties, for an annual not-to-exceed amount of \$200,000 and an aggregate five-year not-to-exceed amount of \$1,000,000 (inclusive of any CPI adjustments), subject to annual appropriation by the City Council, and authorize Consumer Price Index (CPI) adjustments beginning after the second year of the agreement, with any such adjustment not to exceed 4.5% per year; and
2. Finding that the action being considered by the City Council is categorically exempt from the California Environmental Quality Act (CEQA) under CEQA Guidelines Section 15301 (Existing Facilities), which includes the maintenance of existing landscaping, and Section 15304 (Minor Alterations to Land) and, as a backstop, the common-sense exemption in CEQA Guidelines Section 15061(b)(3).

Alignment with City Council Strategic Plan

This recommendation supports the City Council Strategic Plan Priority of Promoting Health and



CONSENT ITEM 0.0

Public Safety.

Background

On February 5, 2019, the City Council adopted Resolution No. 5079, authorizing the City Manager to enter into an agreement with West Coast Arborists, Inc. (WCA) for on-call and emergency tree trimming and tree removal services. Since then, WCA has assisted the City in maintaining safe public rights-of-way, parks, and other City-owned properties by providing timely response to hazardous, diseased, dead, and storm-damaged trees. The contractor has supported the City's efforts to protect public safety, preserve public infrastructure, and maintain the health of the City's urban forest.

The previous agreement with WCA expired on March 31, 2026. To ensure continuity of services, staff initiated a competitive procurement process to select a qualified contractor capable of providing routine, on-call, and emergency tree maintenance services. The proposed agreement will allow the City to respond promptly to emergency situations while continuing proactive tree maintenance activities throughout the community.

Analysis

Routine and emergency tree maintenance services are essential to protecting public safety, preserving City infrastructure, and maintaining safe and accessible public spaces. Proper pruning and removal of hazardous trees help reduce the risk of personal injury, property damage, blocked streets and sidewalks, utility disruptions, and other hazards that may occur during storms or emergency events.

On March 20, 2026, the City issued a request for proposals (RFP) for On-Call and Emergency Tree Maintenance Services. The RFP was posted on the City's official website and advertised in local publications, including the San Mateo Daily Journal and the Bay Area Trade Journal, to promote competition and encourage participation from qualified firms.

By the proposal deadline of April 17, 2026, the City received eleven (11) proposals from qualified contractors.

The following firms submitted proposals:

1. West Coast Arborists, Inc.
2. Bay Area Tree Specialists
3. The Professional Tree Care Company
4. Community Tree Service
5. Elite Maintenance & Tree Service
6. A Plus Tree
7. Julian Tree Care, Inc.
8. New Image Landscape Company



CONSENT ITEM 0.0

9. California Tree Solutions
10. The Davey Tree Expert Company
11. Best Quality Tree Service

Each proposer submitted pricing for thirty-two (32) specified tree maintenance service items, including tree trimming, pruning, removals, stump grinding, and related services. Proposers were also required to provide emergency response surcharge rates applicable to after-hours, weekend, holiday, and other non-standard service requests.

A three-member evaluation committee comprised of City staff independently reviewed and scored all eleven (11) proposals in accordance with the criteria established in the RFP. Each proposal was scored on a 100-point scale. The evaluation criteria included:

- Responsiveness to the RFP (10%);
- Cost proposal (50%);
- Contractor's qualifications (20%); and
- Professional reputation and references (20%).

Following a comprehensive review of qualifications, experience, responsiveness, references, and pricing, the evaluation committee determined that West Coast Arborists, Inc. (WCA) is the highest qualified contractor for this work. WCA demonstrated extensive experience providing on-call and emergency tree maintenance services to public agencies, adequate staffing, proper equipment, and operational capacity necessary to provide timely response to routine, on-call, and emergency service requests. Additionally, WCA has satisfied the City's licensing, bonding, and insurance requirements.

Because the services constitute "maintenance" within the meaning of Public Contract Code section 22002, the City used a competitive best-value request-for-proposals process rather than low-bid public-project bidding, consistent with the City's purchasing requirements. WCA submitted the lowest per-tree unit pricing of the eleven proposers and scored highest on the cost criterion. Staff notes that WCA's emergency hourly labor rate (\$390 per person, applied to standard, after-hours, and weekend/holiday work) is higher than several competitors; staff nonetheless recommends WCA as the best overall value because emergency hours are expected to be a small share of total spend and WCA's per-tree pricing and qualifications are the strongest received.

A summary of the proposal scoring is shown in the table below:

Table 1. Proposal Cost Comparison and Evaluation Summary



CONSENT ITEM 0.0

Rank	Firm	Composite Score (/100)
1	West Coast Arborists, Inc.	92.0
2	Bay Area Tree Specialists	88.3
3	The Professional Tree Care Company	88.0
4	Community Tree Service	86.3
5	Elite Maintenance & Tree Service	85.7
6	A Plus Tree, LLC	78.0
7	Julian Tree Care, Inc.	71.7
8	New Image Landscape Company	70.0
9	California Tree Solutions	67.3
9	The Davey Tree Expert Company	67.3
11	Best Quality Tree Service	65.0



CONSENT ITEM 0.0

Fiscal Impact

The proposed agreement authorizes annual expenditures of up to Two Hundred Thousand Dollars (\$200,000) for on-call and emergency tree maintenance services. Funding for these services is included in the approved annual operating budget and will be provided through the City's General Fund and State Gas Tax Fund, with State Gas Tax funds applied only to tree work within the public right-of-way.

Public Notice

Public notice was provided through the posting of the agenda and staff report on the City's website. Notice was also posted on the public bulletin board at City Hall, located at 2415 University Avenue, East Palo Alto, to ensure adequate public awareness, transparency, and compliance with applicable notice requirements.

Environmental review

The action being considered by the City Council is categorically exempt from the California Environmental Quality Act (CEQA) under CEQA Guidelines Section 15301 (Existing Facilities), which includes the maintenance of existing landscaping, and Section 15304 (Minor Alterations to Land) and, as a backstop, the common-sense exemption in CEQA Guidelines Section 15061(b)(3). None of the exceptions in CEQA Guidelines Section 15300.2 applies. Staff will file a Notice of Exemption upon Council approval. Any individual work order involving the removal of a healthy, mature, or scenic tree, or work in an environmentally sensitive location, will be reviewed for CEQA compliance at the work-order stage.

Government Code § 84308 (Levine Act)

Applicability of Levine Act: Yes.

Analysis of Levine Act Compliance: The signatories for the agreement would be (some combination of) Patrick Mahoney, President, Rose M. Epperson, Chief Financial Officer, Richard R. Mahoney, Secretary, all of West Coast Arborists, Inc.

Attachments

1. Resolution
2. Request for Proposal
3. West Coast Arborists Proposal

RESOLUTION NO. XX– 2026

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF EAST PALO ALTO**

AUTHORIZING THE CITY MANAGER TO EXECUTE A FIVE-YEAR CONTRACT WITH WEST COAST ARBORISTS, INC., IN A FORM APPROVED BY THE CITY ATTORNEY, FOR ON-CALL AND EMERGENCY TREE TRIMMING AND TREE REMOVAL SERVICES WITHIN THE PUBLIC RIGHT-OF-WAY AND ON CITY-OWNED PROPERTIES IN AN ANNUAL AMOUNT OF \$200,000 AND AN AGGREGATE FIVE-YEAR NOT-TO-EXCEED AMOUNT OF \$1,000,000 (INCLUSIVE OF ANY CPI ADJUSTMENTS), SUBJECT TO ANNUAL APPROPRIATION BY THE CITY COUNCIL; AND AUTHORIZING CONSUMER PRICE INDEX (CPI) ADJUSTMENTS BEGINNING AFTER THE SECOND YEAR OF THE AGREEMENT, WITH ANY SUCH ADJUSTMENT NOT TO EXCEED 4.5% PER YEAR

WHEREAS, on February 5, 2019, the City Council adopted Resolution No. 5079, authorizing a contract with West Coast Arborists, Inc. to provide on-call and emergency tree trimming and tree removal services; and

WHEREAS, the existing contract expired on March 31, 2026; and

WHEREAS, on March 20, 2026, the City issued a request for proposals (RFP) for on-call and emergency tree maintenance services within public right-of-way and City-owned properties; and

WHEREAS, by the proposal submission deadline of April 17, 2026, the City received eleven (11) proposals from qualified firms interested in providing such services; and

WHEREAS, City staff evaluated the proposals based the weighted criteria set forth in the RFP, namely responsiveness to the RFP (10%), cost proposal (50%), contractor's qualifications (20%), and professional reputation and references (20%); and

WHEREAS, West Coast Arborists, Inc. received the highest overall evaluation score, achieving a composite score of 92.0 out of a possible 100 points; and

WHEREAS, based on the results of the competitive selection process, staff recommended that West Coast Arborists, Inc. is the most qualified firm to provide the required services, and recommends awarding the contract accordingly; and

WHEREAS, funding for the contract, in an annual amount not to exceed \$200,000, (and an aggregate five-year amount not to exceed \$1,000,000, inclusive of any CPI adjustments) is available through the City's General Fund and State Gas Tax Fund for public tree maintenance services, subject to annual appropriation by the City Council, with State Gas Tax funds applied only to work within the public right-of-way; and

WHEREAS, the services to be provided under the agreement constitute "maintenance" within the meaning of Public Contract Code section 22002, and the City conducted the competitive request-for-proposals process described above in accordance with the City's purchasing requirements; and

WHEREAS, the City Council finds that the action is categorically exempt from the California Environmental Quality Act (CEQA) under CEQA Guidelines section 15301 (Existing Facilities), and that none of the exceptions in CEQA Guidelines section 15300.2 applies.

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF EAST PALO ALTO HEREBY:

1. Authorizes the City Manager to execute a five-year contract with West Coast Arborists, Inc., in a form approved by the City Attorney, to provide on-call and emergency tree trimming and tree removal services within the public right-of-way and on City-owned properties, in an annual amount not to exceed Two Hundred Thousand Dollars (\$200,000), and an aggregate amount over the five-year term not to exceed One Million Dollars (\$1,000,000), inclusive of any CPI adjustments authorized below, and subject to annual appropriation by the City Council;
2. Authorizes the City Manager to approve annual Consumer Price Index (CPI) adjustments beginning after the second year of the agreement, with any such adjustment not to exceed 4.5% per year, provided that no such adjustment shall cause spending to exceed the annual or aggregate not-to-exceed amounts authorized above;
3. Finds that the action is categorically exempt from CEQA under CEQA Guidelines section 15301 (Existing Facilities), which includes the maintenance of existing landscaping, that none of the exceptions in CEQA Guidelines section 15300.2 applies, and that any individual work order involving the removal of a healthy, mature, or scenic tree, or work in an environmentally sensitive location, will be reviewed for CEQA compliance at the work-order stage; and directs staff to file a Notice of Exemption; and
4. Provides that all expenditures under the agreement are contingent upon the appropriation of sufficient funds by the City Council in each fiscal year, and that the City shall have no obligation to make payments for any fiscal year in which funds are not appropriated.

PASSED AND ADOPTED this 21st day of July 2026, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Webster Lincoln, Mayor

ATTEST:

APPROVED AS TO FORM:

James Colin, City Clerk

John D. Lê, City Attorney

REQUEST FOR PROPOSALS (RFP)

**ON-CALL and EMERGENCY
TREE MAINTENANCE SERVICES**

CITY OF EAST PALO ALTO



ISSUED ON: March 20, 2026
PROPOSALS DUE: April 17, 2026, by 4:00 PM PST
DEADLINE FOR QUESTIONS: April 03, 2026, by 4:00 PM PST

LATE PROPOSALS WILL NOT BE ACCEPTED

Submit Proposal to:
Jessica Felix
Public Works Management Analyst
City of East Palo Alto
1960 Tate Street
East Palo Alto, CA 94303
Email: jfelix@cityofepa.org

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SECTION 1

SUBMITTAL REQUIREMENTS

1.1 General Description

The City of East Palo Alto maintains approximately 7,500 street trees. This Request for Proposals (RFP) solicits proposals from qualified contractors to provide on-call, as-needed tree maintenance services, as well as emergency tree maintenance services. Services may include, but are not limited to:

- Tree pruning
- Tree cutting
- Complete tree removal
- Stump grinding

These services shall be provided at the request of the City's Maintenance Division Manager.

The selected contractor will be invited to enter into a contract with the City based on their submitted proposal. A sample agreement is provided in Section 8 of this RFP. By submitting a proposal, each contractor agrees that, if selected for award, the contractor will enter into an agreement with the City using a City-approved agreement form that is similar to the sample included in Section 7 of the RFP, with no exceptions to the form.

Please note: Compensation for fluctuating fuel prices will not be separately provided. Contractors should factor any fuel cost variability into their proposed pricing.

1.2 Proposal Requirements

Each proposal must include the following forms, fully and legibly completed, using the forms provided with this RFP:

- Cost Proposal (**Section 3**)

Contractor's Qualifications, Reputation, and References (**Section 6**) Each proposal should also include:

- Full name and title of the contractor's primary contact for purposes of the proposal
- Mailing address, telephone number, fax (if applicable), and email for the contractor
- Signed acknowledgment of any addenda issued after the RFP release

All questions must be submitted in writing by:

Friday, April 03, 2026 – 4:00 P.M.

To: Jessica Felix, Public Works Management Analyst
1960 Tate Street, East Palo Alto, CA 94303
Email: Jfelix@cityofepa.org

Any questions or objections that are not submitted in the manner specified and by the deadline for questions will be deemed waived. The City will provide any necessary responses in the form of an addendum to this RFP. All such addenda will become part of the RFP. Each contractor submitting a proposal in response to the RFP is solely responsible for ensuring that it has received and reviewed each addendum before submitting its proposal. City will not be bound by the oral representations of any City officials, employees, or representatives.

All submitted materials become the property of the City of East Palo Alto and will not be returned. Proposals will not be available for public review until the evaluation process is complete. No reimbursement will be provided for any costs incurred in the preparation or submission of proposals.

1.3 Proposal Deadline

Proposals must be received by the City of East Palo Alto no later than 4:00 P.M. on Friday, April 17, 2026. Late submissions will not be accepted.

Submit proposals via email to: Jfelix@cityofepa.org
Or deliver to:

Jessica Felix
Public Works Management Analyst
City of East Palo Alto
1960 Tate Street
East Palo Alto, CA 94303

1.4 Evaluation of Proposals

Proposals will be evaluated based on:

- | | |
|--|-----|
| • Responsiveness to the RFP | 10% |
| • Cost proposal | 50% |
| • Contractor’s qualifications | 20% |
| • Professional reputation and references | 20% |

A Review Selection Committee, which may include representatives from other agencies, will review proposals for responsiveness and evaluate and score proposals based on the criteria set forth above. When the evaluation is complete, the proposals will be ranked based on total scores to identify the proposal that offers the best value to the City. The City will award the contract, if at all, to the contractor that is determined by City, acting in its sole discretion, to offer the best value to City based on the City's review. The Review Selection Committee will submit its recommendation for award to the City Manager. The selected contractor will be required to enter into a formal agreement, using a form similar to the sample included in Section 7, subject to approval by the City Attorney's Office.

1.5 RFP Schedule

The following schedule is provided for planning purposes based on current information. The City reserves the right to modify this schedule at any time, in the City's sole discretion.

Action	Date
Issuance of Request for Proposals (RFP)	March 20, 2026
Proposal Due Date	April 17, 2026
Contract Start Date	June 1, 2026

1.6 Notice of Selection & Protest Procedures

Notice of Selection & Protest Procedures. Contractors will be notified of the Review Selection Committee's intended recommendation for award by a Notice of Selection which will be posted on the City's website and which may also be emailed to each contractor that submits a proposal. Any protest challenging the City's intended selection or the selection process must be submitted no later than 5:00 p.m., on the fifth business day following the date of the Notice of Selection. The protest must be submitted in writing via email to Jfelix@cityofepa.org Jessica Felix, Public Works Management Analyst and must clearly specify the basis for the protest. Any basis not specified is deemed waived. The protest will be reviewed by the Public Works Director, Humza Javed in consultation with the City Attorney's Office, and their determination on the protest is final. No public hearing will be held on the protest. Time being of the essence, the City reserves the right to proceed with award of an agreement and commencement of the services notwithstanding any pending protest or legal challenge.

End of Section 1

SECTION 2

SCOPE OF WORK AND DEFINITIONS

2.1 Scope of Work

The selected contractor will perform on-call work upon request by the City's Maintenance Division Manager ("Division Manager"), pursuant to individual written work orders issued by the Division Manager. The work under this contract shall consist of on-call tree trimming, tree removal, and stump grinding in various locations throughout the City of East Palo Alto, as needed. Services include pruning of City-owned trees, including those in parks and public spaces.

A list of trees for service will be provided by the City based on:

1. City inspections
2. Resident requests
3. Traffic clearance needs
4. Storm damage
5. Emergency situations

Work locations may include, but are not limited to, residential front yards (where trees are City-owned), park trees, parkways (area between sidewalk and curb), medians, and streetscaped areas.

Unless otherwise specified, the Contractor shall furnish all labor, materials, tools, equipment, and incidentals required to complete the work as outlined in the agreement and individual work order(s).

Work Order Structure. When the need for work arises, as determined by City in its sole discretion, City will issue a written work order to contractor, identifying the nature and location(s) of the work to be performed and other information or instructions that may be relevant to performance of the work specified in a work order. Contractor agrees to perform the work required for each work order, as specified in the agreement and applicable work order. Each work order is incorporated into the agreement by reference. Contractor is not entitled to payment for any work performed without a written work order, or for work that exceeds the scope of or fails to comply with a work order. City does not guarantee any

quantity or amount of work under the agreement, and City is not obligated to issue any work orders under the agreement.

City will pay contractor for full and satisfactory performance of each work order, based on the unit prices set forth in the contractor's Cost Proposal. Contractor's compensation is intended to cover all costs required for performing the work set forth in a work order, including overhead and indirect costs.

Notwithstanding the foregoing, emergency work properly initiated by authorized City personnel pursuant to Section 2.3 may be performed prior to issuance of a written work order. City will issue a work order confirming the emergency work as soon as practicable. Contractor will be entitled to payment for emergency work authorized pursuant to Section 2.3, consistent with the agreement and Cost Proposal.

2.2 Work Level Expectations

All work shall be performed in accordance with Best Management Practices (BMPs) developed by the International Society of Arboriculture (ISA), and comply with:

- ANSI A300 Pruning Standards
- ANSI Z133 Safety Standards

Pruning and Removals

General:

- Remove dead, weak, or broken branches over 1 inch in diameter.
- Maintain tree aesthetics.
- Ensure minimum clearance:
 - 14 feet above streets and driveways
 - 8 feet above sidewalks and walkways

Mature Cypress & Oak Trees:

- Perform end-weight reduction on limbs and leaders.
- Conform to Class 3 (Hazard Pruning) and Class 4 (Crown Reduction) standards.
- Avoid excessive thinning ("lion-tailing").
- Large leaders (over 10" diameter) shall not be removed without prior City approval.

Crown Reduction (Hedge):

- Some Cypress and Oak trees pruned for power line clearance may require topping.
- The City acknowledges this may not fully align with standard ISA guidelines.

Eucalyptus Trees:

- Prune for hazard mitigation and weight reduction.
- Follow drop-crotch pruning techniques.
- Reduce tree size by ~20% (e.g., a 50-ft tree to 40-ft).

Utility Line Clearance:

- Trees under utility lines shall be pruned level with the main phone line.
 - Maintain natural, rounded canopy (not flat-topped).
-

2.3 Emergency Call-Out Procedures**2.3.1 Response Requirements**

- Contractor must respond to and perform work in connection with emergency calls within 3 hours, 24/7.
- City must be notified before any emergency work begins.

2.3.2 Emergency Contact Information

- Contractor shall provide the City with names and 24-hour contact numbers of responsible personnel.
- Updates to contact information must be submitted to the City within 12 hours of any change.

Emergency Call-Outs may be Initiated by:

1. Police Dispatch
2. Maintenance Division Manager
3. Director of Public Works
4. Prior agreement
5. Health or safety concerns (e.g., fallen/leaning trees)

2.4 Supervision and Skills

- A Supervisor must be present at each job site.
- Supervisor must have minimum five (5) years' experience in tree maintenance and removal.
- Must be fluent in spoken and written English.
- Supervisors must carry communication devices.

2.5 Licenses, Registration, and Permits

Contractor License. Each contractor submitting a proposal must hold an active C-49 Tree and Palm Contractor License or D-49 Tree Service Contractor License, and must maintain the required license for the duration of the contract. If the scope of services includes activities requiring an active C-27 Landscaping Contractor License, such services must be performed either by the contractor, if properly licensed, or by a subcontractor holding an active C-27 license. If the scope of services requires the services of a certified arborist, such services must be performed either by the contractor, if properly certified, or by a subcontractor holding the appropriate arborist certification.

City Business License. The contractor must obtain a City business license before the contract is executed by the City.

DIR Registration. Only contractors that are registered with the California Department of Industrial Relations (“DIR”) to perform public work under Labor Code § 1725.5 are eligible to submit a proposal for or to enter into the contract. The City may not accept a proposal from or enter into the contract with a contractor without reliable evidence that the contractor is registered with the DIR. Subcontractors performing any of the services are also subject to DIR registration requirements.

In-Use Off-Road Diesel-Fueled Fleets. If the services involve the use of vehicles subject to the California Air Resources Board’s In-Use Off-Road Diesel-Fueled Fleets Regulation (13 CCR § 2449 et seq.) (“**Off-Road Regulation**”), then each Proposer must have valid Certificates of Reported Compliance for its fleet and its subcontractors, if applicable, in accordance with the Off-Road Regulation, unless exempt under the Off-Road Regulation. The selected contractor must submit copies of the valid Certificates of Reported Compliance for the fleet and its listed subcontractors, if applicable, to the City within ten

days following notification from the City of its intent to recommend award of the contract to contractor, and prior to any extension of the contract, if any.

Other Permits and Certifications. Contractor must obtain and maintain (or cause the maintenance of) any other permits, certifications, or licenses necessary to perform the services, including, but not limited to, OSHA 1910.269 certification (when applicable).

2.6 Safety Requirements

- Compliance with all applicable safety laws including:
 - Cal OSHA
 - OSHA
 - California Division of Industrial Safety
 - CDFA Regulations
- Non-compliance may result in contract termination.

2.7 Jobsite Cleanup

- All debris must be removed daily and properly disposed of or recycled at Contractor's expense.
- Jobsite must be left clean, including:
 - Sweeping streets
 - Raking lawns and parkways
- If a job is left unattended, it must be safely secured.

2.8 Homeowner Notification

- Contractor shall prepare and submit a sample door hanger for City approval.
- Once approved, door hangers must be posted at least 24 hours prior to any work.
- Contractor is responsible for coordinating with homeowners to move vehicles or resolve concerns.
- Work must not proceed if homeowner objects—City staff must be consulted.

2.9 Protection of Property

- Contractor must exercise due care to prevent damage to:
 - Structures
 - Utilities
 - Landscaping
 - Contractor is responsible for locating underground utilities via USA (Underground Service Alert).
 - All damages due to Contractor negligence must be repaired at Contractor's expense.
-

2.10 Stump Grinding

Stump grinding shall follow all provisions outlined in Section 2.9 (Protection of Existing Facilities and Structures).

2.11 Traffic Control

- Contractor is responsible for all traffic control, including:
 - Signage
 - Cones
 - Barricades
 - Arrow boards (if needed)
 - Must comply with the State of California Traffic Manual.
 - Must obtain encroachment permits if required.
-

2.12 Dress Code and Appearance

- All personnel must wear company uniforms with visible identification.
 - Uniforms must be clean and professional.
 - Penalty: \$100 per day per violation for non-compliance.
-

2.13 Hold Harmless Clause

Contractor agrees to indemnify, defend, and hold harmless the City and its representatives against all claims arising out of Contractor's work, except in cases of the City's sole negligence or willful misconduct.

2.14 Special Requests / Extra Work

- Must be authorized in writing prior to performance (unless emergency).
 - Work may be on a time-and-materials or lump-sum basis.
 - Contractor shall submit itemized reports for all extra work.
-

2.15 Project Inspections

Upon request, Contractor shall accompany City staff for inspections or walk-throughs. Contractor representative must be authorized to make changes and sign documents.

2.16 City's Right to Perform Work

The City reserves the right to perform work that is similar or related to the scope of services under this contract.

2.17 Coordination with Other Contractors

- Contractor must cooperate with City staff and other contractors.
 - Must adjust schedule to avoid conflicts as directed.
-

2.18 Nonperformance or Deficient Performance

- Contractor may be required to provide written explanation for poor performance.
 - Repeated or serious nonperformance or deficient performance may result in:
 - Termination of contract
 - Withholding of payment
 - Deductions from payment otherwise due Contractor
-

2.19 Notice Requirements

Official notices shall be made via registered mail or email to the last known business address or email address of the recipient.

2.20 Contractor Neglect

All property damage due to contractor negligence shall be corrected by contractor at **no cost to the City**.

2.21 Scheduling

Normal work hours are Monday–Friday, 7:30 AM to 6:00 PM, unless otherwise approved.

2.22 Equal Opportunity Clause

Contractor must comply with all federal and state non-discrimination laws, including:

- California Labor Code
- Federal Civil Rights Act of 1964

2.23 Prevailing Wages

General. Pursuant to Labor Code § 1720 et seq., the services are subject to the prevailing wage requirements applicable to the locality in which the services are to be performed for each craft, classification or type of worker needed to perform the services, including employer payments for health and welfare, pension, vacation, apprenticeship and similar purposes.

Rates. The prevailing rates are on file with the City and available online at <http://www.dir.ca.gov/DLSR>. The contractor and any subcontractor must pay no less than the specified rates to all workers employed to provide services under the contract. The schedule of per diem wages is based upon a working day of eight hours. The rate for holiday and overtime work must be at least time and one-half.

Compliance. The contract will be subject to compliance monitoring and enforcement by the DIR, under Labor Code § 1771.4.

2.24 Unauthorized Aliens

Contractor shall comply with Federal Immigration Law (8 U.S.C. §1101 et seq.). Any violations resulting in sanctions to the City must be reimbursed by the Contractor.

2.25 Background Checks

Contractor shall perform background checks and fingerprinting on all personnel. Those with unsatisfactory results shall not be assigned to City work.

2.26 Dismissal of Unsatisfactory Employees

- City reserves the right to request removal of any contractor employee for cause.
- Contractor shall enforce a zero-tolerance drug and alcohol policy consistent with the City's Drug-Free Workplace policy.

2.27 Noise Control

- Equipment must be fitted with proper mufflers.
 - Contractor must adhere to local noise ordinances.
 - No additional compensation for sound control compliance.
-

2.28 Equipment Standards

- All equipment must be in good working condition.
 - Unsafe or non-compliant equipment must be removed or replaced immediately.
 - All vehicles must display the contractor's company name.
-

2.29 Commencement Date

Contractor shall commence work within 15 working days after receiving written Notice to Proceed.

2.30 Award of Contract

1. See Section 1.4 of RFP.

2.31 Contract Term

- Initial term: Five (5) years
- Renewal: Up to two (2) additional one-year extensions upon mutual agreement.

2.32 Contract Pricing

After two years, pricing may adjust annually based on CPI-U for the San Francisco Area, with a maximum increase of 4.5%.

2.33 Additions/Deletions to Scope

City may modify scope, locations, or service frequency by email. The City reserves the right to remove or modify any tasks.

2.34 Administration

2.34.1 Schedules and Reports

Contractor shall perform work between the hours of 7:30 AM to 6:00 PM Monday through Friday, excluding holidays, unless the work is emergency work, in which case there are no limitations on working hours. (See Section 5.1, below.)

Observed Holidays:

1. New Year's Day
2. Martin Luther King Jr. Day
3. Lincoln's Birthday
4. President's Day
5. Cesar Chavez Day
6. Memorial Day
7. Juneteenth
8. Independence Day
9. Labor Day
10. Veterans Day
11. Thanksgiving Day

- 12. Friday after Thanksgiving
- 13. Christmas Day

2.34.2 Deficient Performance

- Verbal or written notice will be given for unsatisfactory work.
- Public health and safety issues must be corrected immediately upon notice.

End of Section 2

SECTION 3
COST PROPOSAL

Each contractor submitting a proposal in response to the RFP must submit pricing for the following services:

- Tree Pruning (by DBH – Diameter at Breast Height)
- Tree Removal (by DBH)
- Stump Removal (by DBH)
- Emergency Response Services

Note:

- Tree DBH is measured 4½ feet above ground level.
- Stump diameter is measured 4 inches above ground level, or at ground level if no part is above grade.
- All prices proposed in the Cost Proposal include all direct and indirect costs to perform the work, including, but not limited to, all labor, tools, equipment, materials, supplies, overhead, profit, and all other costs necessary to perform the work. All green waste disposal is at the Contractor's expense.

Complete Tree Pruning (Per Tree)

DBH (inches)	Unit Price
0" – 6"	\$ _____
Over 6" to 12"	\$ _____
Over 12" to 18"	\$ _____
Over 18" to 24"	\$ _____
Over 24" to 36"	\$ _____
Over 36"	\$ _____

Clearance Tree Pruning (Per Tree)

Quantity per List	Unit Price
1 – 5 Trees	\$ _____
Over 5 Trees	\$ _____

Palm Tree Pruning (Per Tree)

Height	Unit Price
0' – 50'	\$ _____
Over 50'	\$ _____

Tree & Stump Removals (Per Tree)

DBH (inches)	Unit Price
0" – 6"	\$ _____
Over 6" to 12"	\$ _____
Over 12" to 18"	\$ _____
Over 18" to 24"	\$ _____
Over 24" to 36"	\$ _____
Over 36"	\$ _____

Stump Only Removals

Option 1: Grind to Specification Only

DBH (inches)	Unit Price
0" – 12"	\$ _____
Over 12" to 18"	\$ _____
Over 18" to 24"	\$ _____
Over 24" to 36"	\$ _____
Over 36"	\$ _____

Option 2: Grind to Specification + Partial Soil Backfill

DBH (inches)	Unit Price
0" – 12"	\$ _____
Over 12" to 18"	\$ _____
Over 18" to 24"	\$ _____
Over 24" to 36"	\$ _____
Over 36"	\$ _____

Emergency Response Services

Description	Hourly Rate
Standard Maintenance Crew (Per person)	Standard Hours (7:30 AM – 6:00 PM) \$ _____ After-Hours (6:01 PM – 7:29 AM) \$ _____ Weekend/Holiday \$ _____
Crane with one Operator (Per Hour)	Standard Hours (7:30 AM – 6:00 PM) \$ _____ After-Hours (6:01 PM – 7:29 AM) \$ _____ Weekend/Holiday \$ _____

Contractor Name: _____

Authorized Signature: _____

Name/Title: _____

Date: _____

End of Section 3

SECTION 4 COMPENSATION

4.1 Payment for Tree Maintenance Services

Contractor will be paid monthly for completed services based on the per-tree rates submitted in the Cost Proposal (Section 3). Services include:

- Tree pruning
- Tree/stump removal
- Clearance pruning

4.2 Payment for Emergency Response Services

- Paid based on the applicable hourly rate set forth in the Cost Proposal (Section 3).

Note:

Emergency invoices must be itemized with actual on-site hours. No separate compensation will be provided for:

- Travel time
- Site preparation
- Traffic control
- Cleanup

4.3 Progress Payments

- Invoices for work completed in a month must be submitted by the 5th of the following month.
- The City will issue payments within 30 calendar days of receiving complete and undisputed invoices.

End of Section 4

SECTION 5

GENERAL REQUIREMENTS

5.1 Working Hours

Regular working hours are between 7:30 AM and 6:00 PM, unless pre-approved by the City.

There are no limitations on working hours for emergency work. The contractor must respond to and perform emergency work within 3 hours following a request from City. (See also Section 2.3, above.)

5.2 Equipment Standards

- Only use equipment that meets job specifications and safety standards.
- All equipment must be pre-approved by the City.
- Emergency equipment must include proper safety lighting and markings per California Vehicle Code.

5.3 Disposal of Debris

Contractor is responsible for removal and disposal of all debris. The City will not provide:

- Dumpsters
- Disposal sites
- Compensation for debris handling

5.4 City Rights

The City reserves the right to:

- Reject any or all proposals in what it alone considers to be the best interest of the City, to waive any informalities or irregularities in the proposals, and to negotiate with one or more respondents to achieve the best value for the City.
- Cancel the RFP at any point prior to award of the contract, and to reissue a new RFP at a later date.
- Request additional or clarifying information from any contractor that submits a proposal following the proposal deadline.
- Proposals must remain valid for 180 days from the proposal deadline.

- Use in-house or alternative contractors for emergency work
- Record services for public education
- Check and consider input from additional references not included in a contractor's proposal.

5.5 Subcontracting Limitation

No subcontracting of services is allowed without prior written approval from the City.

5.6 Assignment of Contract

The contract cannot be assigned without City consent.

5.7 Company Background

Contractor must be experienced in emergency tree services. Submit the following with the proposal (see Section 6 for more information):

- Resumes for assigned staff
- Three (3) references from current government clients
- Three (3) references from past (within 5 years) government clients

The City, acting in its sole discretion and in the City's best interest, will determine whether a contractor's experience, including its proposed team, is adequate to meet the City's needs, and whether its references are satisfactory.

5.8 Negative History

Disclose any:

- Prior contract failures
- Litigation
- Civil/criminal investigations within the last 5 years

If none, state: "No negative history to disclose."

The City may consider negative history when evaluating "professional reputation and references," as set forth in Section 1.4 of the RFP.

End of Section 5

SECTION 6

CONTRACTOR QUALIFICATIONS, REPUTATION, & REFERENCES

Contractor Name: _____

DIR Registration No.: _____

CSLB Contractor License No. and Classification(s): _____

1. Years in Business:

Under current business name: _____ years

2. Experience:

Years performing similar work: _____ years

3. List of Completed Contracts (past 3 years): For each completed contract, specify the year, type of work, contract value, and client.

Year	Work Type	Contract Value	Client
------	-----------	----------------	--------

(a)

(b)

(c)

(d)

(e)

4. References: Specify three (3) references from current government clients and three (3) references from past (within 5 years) government clients. (See Section 5.7.) For each reference, specify the name, title, associated agency, agency address, and phone number for the reference.

Name / Title	Agency / Address	Phone
--------------	------------------	-------

(a)

(b)

(c)

(d)

(e)

Name / Title Agency / Address Phone

(f)

5. Equipment Available for Use: For each item of equipment, specify the quantity, equipment type, capacity, condition, and location of the equipment. Attach additional sheets as needed.

Qty Equipment Type Capacity Condition Location

(Attach additional sheets if needed)

6. Operational Plan: Attach a brief operational plan including:

- Number/type of crews
- Equipment allocations
- Emergency response capacity
- Equipment storage and logistics
- Personnel availability and backup staffing
- Resumes for assigned staff

7. Company History: Disclose any of the following in the blank space provided below:

- Prior contract failures
- Litigation
- Civil/criminal investigations within the last 5 years

If none, state: "No negative history to disclose."

8. Certification

I certify the above information is true and submitted as part of my proposal.

Signature: _____

Name / Title: _____

End of Section 6

SECTION 7

(SAMPLE)

CONTRACTOR AND PROFESSIONAL SERVICES AGREEMENT

For

TREE MAINTENANCE SERVICES AND EMERGENCY TREE MAINTENANCE SERVICES

This Contractor and Professional Services Agreement ("Agreement") is made at East Palo Alto, California, dated for reference this _____ day of __, 20____, by and between the City of East Palo Alto, a municipal corporation ("City"), and [type in name], [type in the type of entity], hereinafter referred to as "Contractor", who agree as follows:

- 1. Services.** Subject to the terms and conditions set forth in this Agreement, Contractor shall provide the City professional services as specified in Exhibit A, entitled "Scope of Work."
- 2. Payment.** City shall pay Contractor for services rendered pursuant to this Agreement at the times and in the manner set forth in Exhibit B, entitled "Compensation." The payments specified in Exhibit B shall be the only payments to be made to Contractor for services rendered pursuant to this Agreement.
- 3. Term.** The term of this Agreement shall commence on [type in start date] and shall continue in full force and effect until [type in end date].
- 4. Facilities and Equipment.** Contractor shall, at its sole cost and expense, furnish all facilities and equipment which may be required for furnishing services pursuant to this Agreement.
- 5. Indemnification.** Contractor shall indemnify, defend (with independent counsel approved by the City), and hold harmless the City, its officers, officials, directors, employees, agents, volunteers and affiliates and each of them from any and all claims, demands, causes of action, damages, costs, expenses, actual attorney's fees, Contractor's fees, expert fees, losses or liability, in law or in equity, of every kind and nature whatsoever arising out of or in connection with Contractor's operations, or any subcontractor's operations, to be performed under this Agreement, for the fullest extent permitted by law, with the exception of the sole active negligence or willful misconduct of the City.
The provisions of this section shall survive the expiration or termination of this Agreement and are not limited by any provisions relating to insurance in this Agreement.
- 6. Insurance Requirements.** Contractor agrees to comply with all of the Insurance Requirements set forth in Exhibit C, entitled "Insurance Requirements for Contractor." Failure to maintain required insurance at all times shall constitute a default and material breach.

7. Accident Reports. Contractor shall immediately report (as soon as feasible, but not more than 24 hours) to the City Risk Manager any accident or other occurrence causing injury to persons or property during the performance of this Agreement. The report shall be made in writing and shall include, at a minimum: (a) the names, addresses, and telephone numbers of the persons involved, (b) the names, addresses and telephone numbers of any known witnesses, (c) the date, time and description of the accident or other occurrence.

8. Conflict of Interest. Contractor warrants and represents that to the best of its knowledge, there exists no actual or potential conflict between Contractor's family, business, real property or financial interests and the services to be provided under this Agreement. Contractor shall comply with the City of East Palo Alto Conflict of Interest Code and not enter into any contract or agreement during the performance of this Agreement which will create a conflict of interest with its duties to City under this Agreement. In the event of a change in Contractor's family, business, real property or financial interests occurs during the term of this Agreement that creates an actual or potential conflict of interest, then Contractor shall disclose such conflict in writing to City.

9. Independent Contractor. Contractor is an independent contractor. Neither Contractor nor any of Contractor's officers, employees, agents or subcontractors, if any, is an employee of City by virtue of this Agreement or performance of any services pursuant to this Agreement. City shall have the right to control Contractor only insofar as the results of Contractor's services rendered pursuant to this Agreement; however, City shall not have the right to control the means by which Contractor accomplishes services pursuant to this Agreement.

10. Licenses, Permits, Etc. Contractor represents and warrants to City that all Contractor services shall be provided by a person or persons duly licensed by the State of California to provide the type of services to be performed under this Agreement and that Contractor has all the permits, qualifications and approvals of whatsoever nature which are legally required for Contractor to practice its profession. Contractor represents and warrants to City that it shall, at its sole cost and expense, keep in effect at all times during the term of this Agreement any licenses, permits, and approvals which are legally required for Contractor to practice its profession.

11. Business License. Contractor, and its subcontractors, has obtained or agrees to apply prior to performing any services under this Agreement to City's Finance Department for a business license, pay the applicable business license tax and maintain said business license during the term of this Agreement. The failure to obtain such license shall be a material breach of this Agreement and grounds for termination by City. No payments shall be made to Contractor until such business license(s) has been obtained.

12. Standard of Performance. Contractor shall provide products and perform all services required pursuant to this Agreement in accordance with generally accepted professional practices and principles and in a manner consistent with the level of care and skill ordinarily exercised under similar conditions by a member of Contractor's profession currently practicing in California. Contractor is responsible for making an independent evaluation and judgment of all conditions affecting performance of the work, including without limitation applicable federal, state, and local laws and regulations, and all other contingencies or considerations.

Contractor's responsibilities under this section shall not be delegated. Contractor shall be responsible to City for acts, errors, or omissions of Contractor's subcontractors.

Contractor is responsible for making an independent evaluation and judgment of all conditions affecting performance of the work and shall prepare plans, reports, and/or other work products in such a way that additional costs will not be incurred or, beyond a project budget approved or amended by the City Manager or his or her designee. Whenever the scope of work requires or permits review, approval, conditional approval or disapproval by City, it is understood that such review, approval, conditional approval or disapproval is solely for the purposes of administering this Agreement and determining whether the Contractor is entitled to payment for such work, and not be construed as a waiver of any breach or acceptance by the City of any responsibility, professional or otherwise, for the work, and shall not relieve the Contractor of responsibility for complying with the standard of performance or laws, regulations, industry standards, or from liability for damages caused by negligent acts, errors, omissions, noncompliance with industry standards, or the willful misconduct of Contractor.

13. Force Majeure. Neither party shall be considered in default of this Agreement to the extent performances are prevented or delayed by any cause by circumstances beyond either party's reasonable control, such as war, riots, strikes, lockouts, work slow down or stoppage, acts of God, such as floods or earthquakes, and electrical blackouts or brownouts.

In the event that the Contractor is unable to meet the completion date or schedule of services, Contractor shall inform the City Representative of the additional time required to perform the work and the City Representative may adjust the schedule.

14. Time is of the Essence. Time is of the essence in this Agreement. Any reference to days means calendar days, unless otherwise specifically stated.

15. Personnel. Contractor agrees to assign only competent personnel according to the reasonable and customary standards of training and experience in the relevant field to perform services under this Agreement. Failure to assign such competent personnel shall constitute grounds for termination of this Agreement. The payment made to Contractor pursuant to this Agreement shall be the full and complete compensation to which Contractor and Contractor's officers, employees, agents, and subcontractors are entitled for performance of any work under this Agreement. Neither Contractor nor Contractor's

officers or employees are entitled to any salary or wages, or retirement, health, leave or other fringe benefits applicable to employees of the City. The City will not make any federal or state tax withholdings on behalf of Contractor. The City shall not be required to pay any workers' compensation insurance on behalf of Contractor. Contractor shall pay, when and as due, any and all taxes incurred as a result of Contractor's compensation hereunder, including estimated taxes, and shall provide City with proof of such payments upon request.

16. Labor Code Compliance. This Agreement is subject to all applicable requirements of Chapter 1 of Part 7 of Division 2 of the Labor Code, beginning at § 1720, and the related regulations, including, but not limited to, requirements pertaining to wages, working hours and workers' compensation insurance. Contractor must post all job site notices required by laws and regulations pursuant to Labor Code § 1771.4.

16.1 Prevailing Wages. Each worker performing services under this Agreement that is covered under Labor Code § 1720, 1720.3, or 1720.9, must be paid at a rate not less than the prevailing wage as defined in §§ 1771 and 1774 of the Labor Code. The prevailing wage rates are on file with the City and are available online at <http://www.dir.ca.gov/DLSR>. Pursuant to Labor Code § 1775, Contractor and any subcontractor will forfeit to City as a penalty up to \$200 for each calendar day, or portion thereof, for each worker paid less than the applicable prevailing wage rate, in addition to paying each worker the difference between the applicable wage rate and the amount actually paid.

16.2 Working Day. Pursuant to Labor Code § 1810, eight hours of labor consists of a legal day's work. Pursuant to Labor Code § 1813, Contractor will forfeit to City as a penalty the sum of \$25 for each day during which a worker employed by Contractor or any subcontractor is required or permitted to work more than eight hours during any one calendar day, or more than 40 hours per calendar week, unless such workers are paid overtime wages under Labor Code § 1815. All services must be carried out during regular City working days and hours unless otherwise specified or authorized in writing by City.

16.3 Payroll Records. Contractor and its subcontractors must maintain certified payroll records in compliance with Labor Code §§ 1771.4, 1776, and 1812, and all implementing regulations promulgated by the DIR. For each payroll record, Contractor and its subcontractors must certify under penalty of perjury that the information in the record is true and correct, and that it has complied with the requirements of Labor Code §§ 1771, 1811, and 1815. Unless the Agreement is for \$15,000 or less, Contractor must electronically submit certified payroll records to the Labor Commissioner as required under California law and regulations.

16.4 Apprentices. If the Agreement is for \$30,000 or more, Contractor must

comply with the apprenticeship requirements in Labor Code § 1777.5.

16.5 DIR Monitoring, Enforcement, and Registration. This Agreement is subject to compliance monitoring and enforcement by the DIR pursuant to Labor Code § 1725.5, and, subject to the exception set forth below, Contractor and any subcontractors must be registered with the DIR to perform public works projects. The registration requirements of Labor Code § 1725.5 do not apply if the Contract is for \$15,000 or less.

16.6 Workers' Compensation Certification. Pursuant to Labor Code § 1861, by signing this Contract, Contractor certifies as follows: "I am aware of the provisions of Labor Code § 3700 which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the services on this Agreement."

17. Contractor Not Agent. Except as authorized under this Agreement or as City may authorize in a letter of authorization signed by the City Manager or his or her designee, Contractor shall have no authority, express or implied to act on behalf of City in any capacity whatsoever as an agent. Contractor shall have no authority, express or implied, under this Agreement, to bind City to any obligation whatsoever.

18. Termination or Abandonment by City. The City has the right, at any time and in its sole discretion, to immediately terminate or abandon any portion or all of the services to be provided under this Agreement by giving notice to Contractor. Upon receipt of a notice of termination, Contractor shall perform no further work except as specified in the notice. Before the date of termination, Contractor shall deliver to City all work product, whether completed or not, as of the date of termination and not otherwise previously delivered. The City shall pay Contractor for services performed in accordance with this Agreement before the date of termination. If this contract provides for payment of a lump sum for all services or by task and termination occurs before completion of the work or any defined task which according to the performance schedule was commenced before the notice of termination, the fee for services performed shall be based on an amount mutually agreed to by City and Contractor for the portion of work completed in conformance with this Agreement before the date of termination. In addition, the City will reimburse Contractor for authorized expenses incurred and not previously reimbursed. The City shall not be liable for any fees or costs associated for the termination or abandonment except for the fees, and reimbursement of authorized expenses, payable pursuant to this section.

Products of Consulting Services. The work product, including without limitation, all writings, work sheets, reports, recordings, drawings, files, detailed calculations and other work products, whether complete or incomplete, of Contractor resulting from services rendered pursuant to this Agreement, shall become the property of City. Contractor

agrees that all copyrights which arise from creation of the work under this Agreement shall be vested in the City and waives and relinquishes all claims to copyright or other intellectual property rights in favor of the City. City acknowledges that its use of the work product is limited to the purposes contemplated by the scope of work and that the Contractor makes no representation of the suitability of the work product for use in or application to circumstances not contemplated by the scope of work. Documents submitted to the City in electronic format shall be formatted according to specifications provided by the City, or if not otherwise specified, in Microsoft Word, Excel, PowerPoint or other Microsoft Office format as appropriate for the particular work product or, if directed by the City Representative in Adobe Acrobat PDF format.

19. Cooperation by City. City shall, to the extent reasonable and practicable, assist and cooperate with Contractor in the performance of Contractor's services hereunder.

20. Assignment and Subcontracting. Contractor shall not subcontract, assign or transfer voluntarily or involuntarily any of its rights, duties or obligation under this Agreement without the express written consent of the City Manager or his or her designee in each instance. Any attempted or purported assignment of any right, duty or obligation under this Agreement without said consent shall be void and of no effect. If subcontracting of work is permitted, Contractor shall pay its subcontractor within ten (10) days of receipt of payment by City for work performed by a subcontractor and billed by the Contractor. Use of the term subcontractor in any other provision of this contract shall not be construed to imply authorization for Contractor to use subcontractors for performance of any service under this Agreement. The City is an intended beneficiary of any work performed by Contractor's subcontractor for purposes of establishing a duty of care between the subcontractor and City.

21. Successors and Assigns. All terms, conditions, and provisions of this Agreement shall apply to and bind the respective heirs, executors, administrators, successors, and assigns of the parties. Nothing in this section is intended to affect the limitation on assignment.

22. Non-Discrimination/Fair Employment Practices. Contractor shall comply with all applicable federal, state and local laws, rules and regulations in regard to nondiscrimination and non-harassment in employment because of race, color, ancestry, national origin, religion, sex, marital status, age, sexual orientation, medical condition or physical handicap. Contractor agrees to abide by the City's Policy Against Discrimination, Harassment and Retaliation as set out in attached Exhibit D.

23. Official Notices. All notices or instruments required to be given or delivered by law or this Agreement shall be in writing and shall be effective upon receipt thereof and shall be by personal service or delivered by depositing the same in any United States Post Office, registered or certified mail, postage prepaid, addressed to:

If to City: [insert name]
[insert title]
[insert Department name]
2415 University Avenue
East Palo Alto, CA 94303

If to Contractor: [insert name]
[insert title]
[insert company name]
[insert street name and suite #, if any]
[insert city, state and zip code]

Any party may change its address for receiving notices by giving written notice of such change to the other party in accordance with this section.

Routine administrative communications shall be made pursuant to section 1 of Exhibit A.

24. Integration Clause. This Agreement, including all Exhibits, contains the entire agreement between the parties and supersedes whatever oral or written understanding they may have had prior to the execution of this Agreement. This Agreement shall not be amended or modified except by a written agreement executed by each of the parties hereto.

25. Severability Clause. Should any provision of this Agreement ever be deemed to be legally void or unenforceable, all remaining provisions shall survive and be enforceable.

26. Law Governing. This Agreement shall in all respects be governed by the law of the State of California without regard to its conflicts of law rules. Litigation arising out of or connected with this Agreement shall be instituted and maintained in the courts of San Mateo County in the State of California or in the United States District Court, Northern District of California, San Francisco/Oakland Division, California, and the parties consent to jurisdiction over their person and over the subject matter of any such litigation in such courts, and consent to service of process issued by such courts.

27. Waiver. Waiver by either party of any default, breach or condition precedent shall not be construed as a waiver of any other default, breach or condition precedent or any other right hereunder.

28. Ambiguity. The parties acknowledge that this is a negotiated agreement, that they have had the opportunity to have this Agreement reviewed by their respective legal counsel, and that the terms and conditions of this Agreement are not to be construed against any party on the basis of such party's draftsmanship thereof.

29. Gender. All pronouns and any variations thereof shall be deemed to refer to the masculine, feminine, neutral, singular or plural, as the identifications of the person or persons, firm or firms, corporation or corporations may require.

30. Headings. The section headings contained in this Agreement are inserted for convenience only and shall not affect in any way the meaning or interpretation of this Agreement.

31. Compliance with Laws. Contractor will comply with all statutes, regulations and ordinances in the performance of all services under this Agreement.

32. Confidentiality. Contractor shall treat all records and work product prepared or maintained by Contractor in the performance of this Agreement as confidential and shall not at any time, either directly or indirectly, divulge, disclose or communicate in any manner any City records on information to any third party, other than its own employees, agents or subcontractors who have a need for the City records or information for the performance of services under this Agreement. A violation by Contractor of this section shall be a material violation of this Agreement and will justify legal and/or equitable relief. Contractor agrees and acknowledges that this confidentiality provision does not limit the City's disclosure as required by law, pursuant to a subpoena, the California Public Records Act, or Order of the Court.

33. News and Information Release. Contractor agrees that it will not issue any news releases in connection with either the award of this Agreement, or any subsequent amendment of or efforts under this Agreement, without first obtaining review and approval of said news releases from City through the City Representative.

34. Counterparts. The parties may execute this Agreement in one or more counterparts, each of which shall be deemed an original, but all of which together shall be deemed one and the same instrument.

35. Authority. The person signing this Agreement for Contractor hereby represents and warrants that he/she is fully authorized to sign this Agreement on behalf of Contractor.

36. Exhibits. The following exhibits are attached hereto and incorporated herein by reference:

Exhibit A, entitled "Scope of Work," including any attachments.

Exhibit B, entitled "Compensation," including any attachments.

Exhibit C, entitled "Insurance Requirements," including any attachments.

Exhibit D, entitled "Policy Against Discrimination, Harassment and Retaliation"

Exhibit A

SCOPE OF WORK

1. Representatives.

City Representative:

Contractor's Representative:

[insert name]

[insert name]

[insert title]

[insert title]

[insert Department name]

[insert company name]

2415 University Avenue

[insert street name and suite #, if any]

East Palo Alto CA, 94303

[insert City, state and zip code]

[insert telephone number]

[insert telephone number]

[insert facsimile number]

[insert facsimile number]

All routine administrative communications between the parties will be between the above named representatives and may be by personal delivery, mail, facsimile transmission or electronic mail as agreed between the Contractor Representative and City's Representative.

2. Services and Schedule. The services provided shall be as set forth in Attachment 1 of Exhibit A, attached hereto and incorporated herein by this reference and performed according to the schedule set forth therein. Contractor will complete all services by [insert date].

3. Phased Performance. If the schedule calls for the services to be performed in phases or discrete increments, Contractor shall not proceed from one phase or increment to the next without written authorization from the City's Representative.

4. Additional Services. Additional services are those services related to the scope of Services of Contractor as set forth in Exhibit A but not anticipated at the time of execution

of this Agreement (“Additional Services”). Additional Services shall be provided only when authorized by an amendment to this Agreement and approved by the City Manager, or his or her designee. City reserves the right to perform any Additional Services with its own staff or to retain other Contractors to perform said Additional Services. Any costs incurred due to the performance of Additional Services prior to the execution of an amendment will not be reimbursed under this Agreement or an amendment.

Contractor’s compensation for Additional Services shall be based on the total number of hours spent on Additional Services multiplied by the employees' appropriate billable hourly rate as established below. City, at its option, may negotiate a fixed fee for some or all Additional Services as the need arises. Where a fixed fee for Additional Services is established by mutual agreement between City and Contractor, compensation to Contractor shall not exceed the fixed fee amount.

5. Key Personnel. All of the individuals identified below are necessary for the successful prosecution of the services due to their unique expertise and depth and breadth of experience. There shall be no change in the personnel listed below, without written approval of the City Representative. Contractor recognizes that the composition of this team was instrumental in the City’s decision to award the work to Contractor and that compelling reasons for substituting these individuals must be demonstrated for the City’s consent to be granted. Any substitutes shall be persons of comparable or superior expertise and experience. Failure to comply with the provisions of this section shall constitute a material breach of Contractor’s obligations under this Agreement and shall be grounds for termination.

EXHIBIT B

COMPENSATION

1. Contractor's Compensation.

A. City agrees to pay Contractor, at the rate(s) specified below, for those services set forth in Exhibit A of this Agreement and for all authorized reimbursable expenses, for a total not to exceed [insert dollar amount in words - e.g. Two Thousand Five Hundred Fifty Dollars and 13 Cents] [insert dollar amount in number- e.g., \$2,550.13].

Contractor shall notify City in writing no later than thirty (30) days prior to the estimated date when Contractor will have billed City the maximum payment amount permitted under this Agreement, and Contractor shall provide City with an estimate of the additional compensation required to complete the project.

2. Appropriate Billable Hourly Rates for Services and Additional Services.

Contractor's billable hourly rates shall be:

[Insert Name, Title and Hourly Rate]
or

[“Contractor will perform the services according to the schedule contained in Attachment [insert number] of [insert letter].”]

3. Contractor's Reimbursable Expenses.

Reimbursable Expenses shall be limited to actual reasonable expenditures of Contractor for expenses that are necessary for the proper completion of the Services and shall only be payable if specifically authorized in advance by City.

4. Payments to Contractor.

A. Payments to Contractor shall be made within a reasonable time after receipt of Contractor's invoice, said payments to be made in proportion to services performed. Contractor may request payment on a monthly basis. Contractor shall be responsible for the cost of supplying all documentation necessary to verify the monthly billings to the satisfaction of City.

B. All invoices submitted by Contractor shall contain the following information:

1. Description of services billed under this invoice
2. Date of Invoice Issuance
3. Sequential Invoice Number
4. City's Purchase Order Number (if issued)
5. Social Security Number or Taxpayer Identification Number
6. Amount of this Invoice (Itemize all Reimbursable Expenses")
7. Total Billed to Date

C. Items shall be separated into Services and Reimbursable Expenses. Billings that do not conform to the format outlined above shall be returned to Contractor for correction. City shall not be responsible for delays in payment to Contractor resulting from Contractor's failure to comply with the invoice format described above.

5. Accounting Records of Contractor. Contractor shall maintain for three (3) years after completion of all services hereunder, all records under this Agreement, including, but not limited to, records of Contractor's direct salary costs for all Services and Additional Services performed under this Agreement and records of Contractor's Reimbursable Expenses, in accordance with generally accepted accounting practices. Contractor shall keep such records available for audit, inspection and copying by representatives of the City's Finance Department or other government agencies during regular business hours upon twenty four (24) hours notice. The obligations of Contractor under this section shall survive this Agreement.

6. Taxes. Contractor shall pay, when and as due, any and all taxes incurred as a result of Contractor's compensation hereunder, including estimated taxes, and shall provide City with proof of such payments upon request. Contractor hereby agrees to indemnify and defend City for any claims, losses, costs, fees, liabilities, damages or injuries suffered by City arising out of Contractor's breach of this section pursuant to the Indemnification provisions of this Agreement.

7. Taxpayer Identification Number. Contractor shall provide City with an IRS Form W-9, Request for Taxpayer Identification Number and Certification, containing an original signature and any other State or local tax identification number requested by City.

End of Section 7

SECTION 8 INSURANCE REQUIREMENTS

I. TYPES OF INSURANCE

A. Commercial General Liability Insurance: Contractor's General Liability insurance shall include contractual liability coverage. Contractor shall take out and maintain during the life of this Agreement such Bodily Injury Liability and Property Damage Liability Insurance (Commercial General Liability Insurance) on an occurrence basis as shall protect it while performing work covered by this Agreement from any and all claims for damages for bodily injury, including accidental death, as well as claims for property damage which may arise from the Contractor's operations under this Agreement, whether such operations be by Contractor or by any sub-Contractor or by anyone directly or indirectly employed by either of them. The amounts of such insurance shall be not less than Two Million Dollars (\$2,000,000) per occurrence and Four Million Dollars (\$4,000,000), in aggregate or Four Million Dollars (\$4,000,000) combined single limit bodily injury and property damage for each occurrence. Contractor shall provide the City with certificates of insurance and copies of additional insured and primary coverage endorsements evidencing the insurance coverage required by this Agreement.

B. Automobile Liability Insurance: Contractor shall take out and maintain during the life of this Agreement such Automobile Liability Insurance in an amount of not less than One Million Dollars (\$1,000,000) for each occurrence combined single limit or not less than One Million Dollars (\$1,000,000) for any one (1) person, and One Million Dollars (\$1,000,000) for any one (1) accident, and Three Hundred Thousand Dollars, (\$300,000) property damage. Contractor shall provide the City with certificates of insurance and copies of additional insured and primary coverage endorsements evidencing the insurance coverage required by this Agreement.

C. Worker's Compensation and Employer's Liability Insurance: Contractor shall have in effect during the entire life of this Agreement Worker's Compensation and Employer's Liability Insurance providing full statutory coverage. In signing this Agreement, Contractor makes the following certification, required by Section 18161 of the California Labor Code: "I am aware of the provisions of Section 3700 of the California Labor Code which require every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions of the Code, and I will comply with such provisions before commencing the performance of the work of this Agreement".

D. Professional Liability Insurance: Contractor shall take out and maintain during the life of this Agreement a policy of professional liability insurance, protecting it against claims arising out of the acts, errors, or omissions of Contractor pursuant to this Agreement, in the amount of not less than One Million Dollars (\$1,000,000) per claim. Said professional liability insurance is to be kept in force for not less than one (1) year after completion of services described herein.

II.ADDITIONAL REQUIREMENTS

A. Broader Insurance Coverage: In the event that Contractor maintains broader coverage and/or higher limits than the City's minimum requirements, the City requires and shall be entitled to the broader coverage and/or the higher limits maintained by the Contractor. The limits of insurance required in this agreement may be satisfied by a combination of primary and umbrella or excess insurance. Any umbrella or excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and non-contributory basis for the benefit of the City before the City's own insurance shall be called upon to protect it as a named insured.

B. Additional Insured Status: The City of East Palo Alto, its subsidiary agencies, directors, officers, employees, agents, independent contractors and volunteers shall be named as additional insured on any such policies of comprehensive general and automobile liability insurance.

C. Primary and Non-Contributory Coverage: Except for professional liability and worker's compensation insurance, the policies shall also contain a provision that the insurance afforded to the City, its subsidiary agencies, and their directors, officers, employees, agents, independent contractors and volunteers based on additional insured status shall be primary and non-contributory insurance to the full limits of liability of the policy, and that if the City, its subsidiary agencies and their directors, officers, employees, agents, independent contractors and volunteers have other insurance against a loss covered by a policy, such other insurance shall be excess insurance only.

D. Verification of Coverage: Contractor shall furnish the City with original Certificates of Insurance including all required amendatory endorsements (or copies of the applicable policy language effecting coverage required by this clause). All certificates and endorsements are to be received and approved by the City Attorney's Office at least five days before Contractor commences work to be performed pursuant to the agreement.

E. Notice of Cancellation: Contractor shall provide thirty (30) days' notice, in writing, to the City, at 2415 University Avenue, East Palo Alto, CA 94303, of any pending change or cancellation of the policy.

F. Deductibles or Self-Insured Retentions: Prior to the execution of this Agreement, any deductibles or self-insured retentions must be declared to and approved by City.

G. Breach: In the event of the breach of any provision of this section, or in the event any notice is received which indicates any required insurance coverage will be diminished or canceled, City, at its option, may, notwithstanding any other provision of this Agreement to the contrary, immediately declare a material breach of this Agreement and suspend all further work pursuant to this Agreement.

End of Section 8

SECTION 9

CITY OF EAST PALO ALTO'S POLICY AGAINST DISCRIMINATION, HARASSMENT AND RETALIATION

EFFECTIVE DATE: 12/21/2004

REVISED DATE: 1/12/07

ADOPTED BY CITY COUNCIL: 12/21/2004

I. PURPOSES

The purposes of this policy are to emphasize the City's commitment to keeping its workplace free of harassment, discrimination and retaliation, to define and provide examples of the conduct that is prohibited, to summarize the respective responsibilities for preventing, reporting, investigating, and responding to violations and to give clear warning of the serious consequences that violators will face.

A copy of this policy shall be provided to all persons who are subject to it, and shall be posted on City bulletin boards in all City facilities.

II. POLICY

All of the following are prohibited by this Policy:

- Discrimination or harassment in any aspect of City employment based on any legally protected characteristic or status, including sex, gender, sexual orientation, race, color, national origin, language, ancestry, religion, age, marital status, domestic partner, physical disability, mental disability, or medical condition.
- Retaliation for opposing, filing a complaint about, or participating in an investigation of, any such harassment or discrimination.
- Aiding, abetting, inciting, compelling, or coercing or any such discrimination, harassment or retaliation, or attempting to do so.

The City will take all reasonable steps necessary to prevent such misconduct from occurring, and to remedy and punish any occurrence. Any City employee, Council member, member of any advisory body, including any Commissioner, Committee member, or Board member found having engaged in any such misconduct will be subject to disciplinary action up to and including termination or censure or removal and will be deemed to have acted outside the course and scope of his or her employment.

This policy applies to all City employees, volunteers, interns, vendors, and contractors as well as to all applicants for City positions.

The policy shall not be interpreted or applied in any manner that would be inconsistent with any applicable State or Federal law or regulation, or increase the legal liability of the City.

III. DESCRIPTION AND EXAMPLES OF PROHIBITED HARASSMENT

Harassment on the basis of sex is unlawful, and is prohibited by this policy. Sexual harassment includes unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature, when:

- An individual's submission to such conduct is made explicitly or implicitly, a term or condition of that individual's employment; or,
- An individual's submission to or rejection of such conducts is used as the basis for an employment decision affecting that individual; or,
- The conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile, abusive, or offensive work environment.

Sexual harassment need not be motivated by sexual desire or gratification, and may include nonsexual conduct motivated by the violator's hostility towards the victim's gender, or towards the victim's nonconformity to gender stereotypes. Sexual harassment includes not only conduct motivated by gender, but also by pregnancy, childbirth, or a related condition. A harasser may be either male or female, and the victim may either be the same sex or the opposite sex. Even a person who is not the intended target of harassment may be harassed by it if he or she witnesses it.

Sexual harassment may be verbal, visual, or physical. For example:

- Verbal harassment may consist of derogatory, threatening, or intimidating comments, epithets, slurs or jokes; references to gender, physical appearance, attire, sexual prowess, marital status, or pregnancy; or sexual advances, propositions, or demands.
- Visual harassment may consist of displaying or circulating derogatory or offensive posters, cartoons, drawings, photographs, pin-ups, computer images, or electronic media transmissions.
- Physical harassment may consist of assault, battery, or unwelcome, unnecessary and offensive touching (kissing, hugging, patting, rubbing, pinching, brushing

against), stating, leering, gesturing, whistling or making noises, impeding or blocking movement, or physical interfering with normal work or movement. In addition to prohibiting harassment based on sex or gender, this policy also prohibits harassment based on sexual orientation, or upon any other legal protected characteristic or status, such as race, religion, creed, color, national origin, language, ancestry, physical disability, mental disability, medical condition, marital status, domestic partner, or age.

Harassment on the basis of such factors is subject to the principles applicable to sexual harassment, as stated above.

IV. REPORTING DISCRIMINATION, HARASSMENT OR RETALIATION

Any City employee, volunteer, intern, vendor, contractor, or applicant who becomes aware of any discrimination, harassment or retaliation prohibited by this policy shall report it immediately to their immediate supervisor, or higher ranking supervisor, or the Assistant City Manager. Under no circumstances shall such a report be required or expected to be made to the person who engaged in the misconduct that is subject to this report.

The responsibility to report conduct prohibited by this policy arises even if the conduct is directed toward someone else and even if the person toward whom it is directed does not want it reported. Reports may be made orally or in writing, free of requirements as to form. Because reports of conduct prohibited by this policy will be treated as serious charges, the making of a deliberately false report, or a report made with reckless disregard for its truth or falsity, may subject the maker to disciplinary action.

V. INVESTIGATION AND RESOLUTION

The City of East Palo Alto will investigate all reported violations of this policy. All employees, volunteers, interns, vendors and contractors, members of the City Council, or members of a City advisory body shall cooperate with any such investigation.

Any supervisor, manager department head, member of the City Council, or member of a City advisory body who receives a report of, or who becomes aware of, conduct prohibited by this policy shall promptly report it to the Personnel Officer. Upon receiving the report, the Personnel Officer shall direct any report that accuses a City Council member or appointee to the City Council for investigation and resolution. The City Council shall delegate the responsibility to conduct a prompt, full, and fair investigation to the qualified private investigator. Upon receiving a report regarding a non-City Council member or appointee, the Personnel Officer shall conduct a prompt, full, and fair investigation, or delegate that responsibility to a qualified City employee or private investigator. The person performing the investigation shall:

- Interview the complainant, the accused, and any other person the investigator believe to have knowledge relevant to the charges;
- Gather and review any documentary, electronic, or physical evidence relevant to the charges;
- Consult with legal counsel as needed;
- Determine whether the charges can or cannot be substantiated; and
- Develop recommendations for appropriate remedial and/or disciplinary action, if any.

VI. OUTSIDE ADMINISTRATIVE AGENCIES

In addition to the remedies described in this Policy, the U.S. Equal Employment Commission and the California Department of Fair Employment and Housing provide administrative complaint and investigation processes as to harassment, discrimination or retaliation on the basis of a protected status. The toll free telephone number for such office is listed below:

California Department of Fair Employment and Housing 1.800.233.3212
U.S. Equal Employment Opportunity Commission 1.800.669.4000

*** END OF DOCUMENT ***



April 17, 2026

City of East Palo Alto
Attn: Jessica Felix, Public Works Management Analyst
1960 Tate Street
East Palo Alto, CA 94303

RE: RFP On-Call and Emergency Tree Maintenance Services
Due: Friday, April 17, 2026 at 4:00PM

To whom it may concern;

Thank you for allowing West Coast Arborists, Inc. (WCA) the opportunity to submit a proposal for emergency tree maintenance services for the City of East Palo Alto. WCA is a family-owned and operated company employing over 1,200 full-time employees providing various tasks to achieve one goal: serving communities who care about trees. We have reviewed, understand, and agree to the terms and conditions described in this RFP. We also hereby acknowledge that we meet the minimum requirements and responded to each of these requirements to the best of our ability. Our proposal is valid for a period of 90 calendar days.

WCA's corporate values include listening to customers and employees to help improve services offered. By establishing clear goals and expectations for the organization, supporting its diverse teams, and exchanging frequent feedback from customers and employees, we are able to provide 'gold standard' tree care services. WCA's top management team has created a culture where employees become accountable for actions and results. Our Tree Care Industry Association (TCIA) company-wide accreditation is evidence of the commitment WCA has to our safety and training programs, customer satisfaction and our capacity to maintain industry standards.

WCA has a 53-year track record of working for more than 400 California and Arizona municipalities as well as other various agencies. Our company has been in business since 1972 and is licensed by the California State Contractors License Board under license #366764. We have held this license in good standing since 1978. The license specializes in Class C61 (Tree Service), Class C27 (Landscaping), Class C49 (Tree and Palm), and Class C31 (Traffic Control). We currently employ over 125 Certified Arborists and over 155 Certified Tree workers, as recognized by the International Society of Arboriculture. WCA is also registered with the Department of Industrial Relations (DIR) for Public Works projects, our registration number is 1000000956. All work will be performed in-house; no subcontractors will be used.

Our employees will operate from our San Jose Office located at 390 Martin Avenue, Santa Clara, CA 95050. For questions related to this proposal and who has the authority to negotiate/present please contact Victor Gonzalez, V.P. Business Development, at (714) 991-1900 or at vgonzalez@wcainc.com. Juan Ortiz, Area Manager, will be assigned to this project should WCA be awarded a contract. He can be reached at (408) 591-4860 or jortiz@wcainc.com. All information submitted with the proposal is true and correct.

Sincerely,

Patrick Mahoney, President

SECTION 3

COST PROPOSAL

Each contractor submitting a proposal in response to the RFP must submit pricing for the following services:

- Tree Pruning (by DBH – Diameter at Breast Height)
- Tree Removal (by DBH)
- Stump Removal (by DBH)
- Emergency Response Services

Note:

- Tree DBH is measured 4½ feet above ground level.
- Stump diameter is measured 4 inches above ground level, or at ground level if no part is above grade.
- All prices proposed in the Cost Proposal include all direct and indirect costs to perform the work, including, but not limited to, all labor, tools, equipment, materials, supplies, overhead, profit, and all other costs necessary to perform the work. All green waste disposal is at the Contractor's expense.

Complete Tree Pruning (Per Tree)

DBH (inches)	Unit Price
0" – 6"	\$ 69.00
Over 6" to 12"	\$ 129.00
Over 12" to 18"	\$ 239.00
Over 18" to 24"	\$ 239.00
Over 24" to 36"	\$ 369.00
Over 36"	\$ 469.00

Clearance Tree Pruning (Per Tree)

Quantity per List	Unit Price
1 – 5 Trees	\$ 100.00
Over 5 Trees	\$ 100.00

Palm Tree Pruning (Per Tree)

Height	Unit Price
0' – 50'	\$ 150.00
Over 50'	\$ 350.00

Tree & Stump Removals (Per Tree)

DBH (inches)	Unit Price
0" – 6"	\$ 99.00
Over 6" to 12"	\$ 400.00
Over 12" to 18"	\$ 750.00
Over 18" to 24"	\$ 1,000.00
Over 24" to 36"	\$ 1,500.00
Over 36"	\$ 2,000.00

Stump Only Removals

Option 1: Grind to Specification Only

DBH (inches)	Unit Price
0" – 12"	\$ 99.00
Over 12" to 18"	\$ 259.00
Over 18" to 24"	\$ 259.00
Over 24" to 36"	\$ 259.00
Over 36"	\$ 259.00

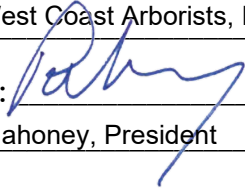
Option 2: Grind to Specification + Partial Soil Backfill

DBH (inches)	Unit Price
0" – 12"	\$ 99.00
Over 12" to 18"	\$ 289.00
Over 18" to 24"	\$ 289.00
Over 24" to 36"	\$ 379.00
Over 36"	\$ 379.00

Emergency Response Services

Description	Hourly Rate
Standard Maintenance Crew (Per person)	Standard Hours (7:30 AM – 6:00 PM) \$ 390.00
	After-Hours (6:01 PM – 7:29 AM) \$ 390.00
	Weekend/Holiday \$ 390.00
Crane with one Operator (Per Hour)	Standard Hours (7:30 AM – 6:00 PM) \$ 200.00
	After-Hours (6:01 PM – 7:29 AM) \$ 200.00
	Weekend/Holiday \$ 200.00

Contractor Name: West Coast Arborists, Inc.

Authorized Signature: 

Name/Title: Patrick Mahoney, President

Date: 04/13/2026

End of Section 3

SECTION 6

CONTRACTOR QUALIFICATIONS, REPUTATION, & REFERENCES

Contractor Name: West Coast Arborists, Inc.

DIR Registration No.: 1000000956

CSLB Contractor License No. and Classification(s): 366764 Class: C27, C31, C49, C61/D49

1. Years in Business:

Under current business name: 53 years

2. Experience:

Years performing similar work: 53 years

3. List of Completed Contracts (past 3 years): For each completed contract, specify the year, type of work, contract value, and client.

Year	Work Type	Contract Value	Client
(a) 2010 - Current	Tree Pruning and Removal Services	\$1,650,000 (annually)	City of Palo Alto
(b) 2004 - Current	Tree Maintenance Services	\$560,000 (annually)	City of Morgan Hill
(c) 2011 - Current	On-Call Arborist Services	\$460,000 (annually)	City of Gilroy
(d) 2002 - Current	Tree Maintenance Services	\$660,000 (annually)	City of Menlo Park
(e) 1999 - Current	Tree Maintenance & Fuel Reduction Services	\$2,000,000 (annually)	City of Monterey

4. References: Specify three (3) references from current government clients and three (3) references from past (within 5 years) government clients. (See Section 5.7.) For each reference, specify the name, title, associated agency, agency address, and phone number for the reference.

Name / Title	Agency / Address	Phone
(a) Derek Sproat / Tree Trim/Line Clear Lead	City of Palo Alto / 3201 E. Bayshore Road, Palo Alto, CA 94303	(650) 496-6985
(b) Keri Russell / Maintenance Services Coordinator	City of Morgan Hill / 100 Edes Ct., Morgan Hill, CA 95037	(408) 310-4057
(c) John Greer / Senior Maintenance Supervisor	City of Gilroy / 7351 Rosanna St., Gilroy, CA 95020	(408) 846-0422
(d) Natividad Alamo / Senior Maintenance Worker	City of Menlo Park / 333 Burgess Dr., Menlo Park, CA 94025	(650) 330-6780
(e) Michael Tope / Assistant Urban Forester	City of Monterey / 580 Pacific Street, Monterey, CA 93940	(831) 594-9929

Name / Title Agency / Address Phone

(f) Richard Holtz / Superintendent / City of Burlingame / 501 Primrose Rd., Burlingame, CA 94101 / (650) 759-3126

5. Equipment Available for Use: For each item of equipment, specify the quantity, equipment type, capacity, condition, and location of the equipment. Attach additional sheets as needed.

See attached 'Equipment Listing.'

Qty Equipment Type / Capacity Condition Location

(Attach additional sheets if needed)

6. Operational Plan: Attach a brief operational plan including:
See attached proposal book section 'Operational Plan' for information.

- Number/type of crews
- Equipment allocations
- Emergency response capacity
- Equipment storage and logistics
- Personnel availability and backup staffing
- Resumes for assigned staff

7. Company History: Disclose any of the following in the blank space provided below:

- Prior contract failures
- Litigation
- Civil/criminal investigations within the last 5 years

If none, state: "No negative history to disclose."

No negative history to disclose.

EQUIPMENT LISTING

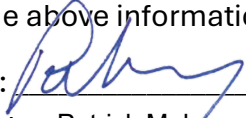
Through our ability to dedicate specific pieces of equipment for this project, we believe it will lead to a successful program. In addition to aerial lift devices, dump trucks, flatbed trucks and roll off containers, we will also have additional equipment for use throughout the project such as cranes, loaders, and special aerial lift devices for higher elevated trees. Specific vehicles and equipment that are readily available to the City of East Palo Alto are listed below with additional equipment in inventory that is available as-needed. All equipment is in 'good' condition and is accessible at our San Jose office located at 390 Martin Avenue, Santa Clara, CA 95050.

Type	Year/Make	Model	License Plate	VIN
Aerial Tower	2019 FORD	F750/W TEREX L4045 DERRIK	02412S2	1FDPF7AY8KDF02806
Aerial Tower	2016 DODGE	RAM 5500 HI-RANGER LT40	56013R3	3C7WRMAJ5GG227417
Aerial Tower	2016 DODGE	RAM 5500 HI-RANGER LT40	95785G3	3C7WRMAJ5GG227420
Aerial Tower	2017 DODGE	RAM 5500/HI RANGER LT40	45144G3	3C7WRMAJ6HG760779
Aerial Tower	2019 FORD	F750 / TEREX XT PRO 60	12158S2	1FDNF7AY0KDF03763
Aerial Tower	2002 GMC	C7500 COMBO/HI-RANGER XT5	09739N1	1GDL7H1E72J507763
Aerial Tower	2018 DODGE	RAM 5500/HI RANGER LT40	51394H2	3C7WRMAJ2HG760780
Aerial Tower	2008 GMC	C7500 W/HI-RANGER 5FC-60	8R94756	1GDJ7C1G08F413943
Aerial Tower	2019 FORD	F750 /TEREX XT PRO 56 COMBO	91661P2	1FDNF7AY9KDF02756
Aerial Tower	2019 FORD	F750 / TEREX XTPRO 60/70	91943P2	1FDPF7AY8KDF03454
Aerial Tower	2022 FORD	F750 / TEREX XT PRO 60/70	34495M3	1FDPF7AN7NDF07568
Arrowboard	2014 WANCO	WTSP55-LSAC ARROW BOARD	SE658791	5F11S1010E1001095
Brush Chipper	2021 VERMEER	BC1500 BRUSH CHIPPER	SE657136	1VR2181V8M1012296
Brush Chipper	2013 VERMEER	BC1000-49	SE618541	1VRY11198D1018958
Brush Chipper	2018 VERMEER	BC1200 BRUSH CHIPPER	SE701125	1VR7141YXJ1003359
Brush Chipper	2011 VERMEER	BC1500 BRUSH CHIPPER	SE614743	1VR2161V1B1002680
Brush Chipper	2017 VERMEER	BC1500 BRUSH CHIPPER	SE650649	1VR2181V3J1008877
Brush Chipper	2018 VERMEER	BC1500 BRUSH CHIPPER	SE705383	1VR2181V0K1009406
Brush Chipper	2019 VERMEER WINCH	BC1500 BRUSH CHIPPER	SE712676	1VR2181V6L1009797
Brush Chipper	2023 VERMEER	BC1500 BRUSH CHIPPER	SE738442	1VRD18AE4P1051304
Brush Chipper	2023 VERMEER	BC1500 BRUSH CHIPPER	SE738498	1VRD18AE7P1051328
Crane	2013 FREIGHTLINER	109 SD/TEREX RS70100 CRANE	06489S2	1FVHG5BS2DHFH7407
Dump Truck	2012 FORD	F650 DUMPTRUCK	03795J1	3FRNF6HP8CV246835
Dump Truck	2017 FORD	F550 CHIPPER TRUCK	14161D2	1FDUF5HY8HEB24437
Dump Truck	2017 FORD	F550 CHIPPER TRUCK	58233C2	1FDUF5HY2HEB24398
Dump Truck	2019 FORD	F750 CHIPPER TRUCK	48503W2	1FDNF7AY2KDF14506
ECO Car	2017 TOYOTA	YARIS iA SEDAN	7WVC099	3MYDLBYV8HY159033
Flatbed Truck	2022 FORD	F650 FLATBED/SIDE LIFT	24331L3	1FDNF6AN4NDF10333
Loader	2013 CATERPILLAR	908H2	SE658304	CAT0908HTJRD01672
Loader	2007 BOBCAT	S250 SKID STEER LOADER	-	530918124
Mechanic Truck	2015 CHEVROLET	2500 MECHANIC TRUCK	93438W1	1GB0CUEG0FZ522348

Pickup	2021 DODGE	RAM 1500	89069D3	3C6JR6ET4MG547507
Pickup	2019 DODGE	RAM 2500 PICKUP	83700P2	3C6LR4AT4JG376952
Pickup	2020 DODGE	RAM 2500 PICKUP	15939Z2	3C6MR4AJ7LG181255
Pickup	2006 DODGE	RAM 1500 PICKUP	7X36484	1D7HA16N06J167380
Pickup	2018 DDGE	RAM 2500	34149K2	3C6LR4AT7JG176969
Pickup	2016 DODGE	RAM 1500 PICKUP	83966A1	3C6JR6DT2GG326235
Pickup	2016 DODGE	RAM 1500 PICKUP	48094M1	3C6JR6DT0GG280274
Pickup	2019 DODGE	RAM 1500 PICKUP	28809V2	3C6JR6ET2KG581846
Pickup	2018 DODGE	RAM 2500 PICKUP	28007K2	3C6LR4AT1JG176966
Pickup	2017 DODGE	RAM 2500 PICKUP 4X4	67452D2	3C6UR5DJ7HG561754
Pickup	2019 DODGE	RAM 1500	25770U2	3C6JR6DT5KG527071
Roll-Off Truck	2017 FRIEGHTLINER	SD108 ROLL OFF (PUSHER)	49766H2	1FVHG5FE5JHJM3810
Spray Truck	2020 DODGE	2500 SPRAY TRUCK	20771Y2	3C6MR4AJ6KG551187
Stump Grinder	2017 VERMEER	SC802 STUMP CUTTER	SE649700	1VR2151J9H1002104
Stump Grinder	2019 VERMEER	SC802 STUMP CUTTER	SE712752	1VR2151J2L1003197
Stump Grinder	2021 VERMEER	SC362 STUMP CUTTER	N/A	1VRF112YCM1004302
Trailer	2005 CARSON	16 TRAILER	4NM9044	4HXHD16236C099779
Trailer	2021 VERMEER	TLR33 TRAILER	4TX2793	1VRF13100M1002256
Watering Trailer	2015 KISCO	500 GALLON WATER TRAILER	4PA7028	1K9AK1424FB025035

8. Certification

I certify the above information is true and submitted as part of my proposal.

Signature:  _____

Name / Title: Patrick Mahoney, President

End of Section 6

SECTION 8 INSURANCE REQUIREMENTS

I. TYPES OF INSURANCE

A. Commercial General Liability Insurance: Contractor's General Liability insurance shall include contractual liability coverage. Contractor shall take out and maintain during the life of this Agreement such Bodily Injury Liability and Property Damage Liability Insurance (Commercial General Liability Insurance) on an occurrence basis as shall protect it while performing work covered by this Agreement from any and all claims for damages for bodily injury, including accidental death, as well as claims for property damage which may arise from the Contractor's operations under this Agreement, whether such operations be by Contractor or by any sub-Contractor or by anyone directly or indirectly employed by either of them. The amounts of such insurance shall be not less than Two Million Dollars (\$2,000,000) per occurrence and Four Million Dollars (\$4,000,000), in aggregate or Four Million Dollars (\$4,000,000) combined single limit bodily injury and property damage for each occurrence. Contractor shall provide the City with certificates of insurance and copies of additional insured and primary coverage endorsements evidencing the insurance coverage required by this Agreement.

B. Automobile Liability Insurance: Contractor shall take out and maintain during the life of this Agreement such Automobile Liability Insurance in an amount of not less than One Million Dollars (\$1,000,000) for each occurrence combined single limit or not less than One Million Dollars (\$1,000,000) for any one (1) person, and One Million Dollars (\$1,000,000) for any one (1) accident, and Three Hundred Thousand Dollars, (\$300,000) property damage. Contractor shall provide the City with certificates of insurance and copies of additional insured and primary coverage endorsements evidencing the insurance coverage required by this Agreement.

C. Worker's Compensation and Employer's Liability Insurance: Contractor shall have in effect during the entire life of this Agreement Worker's Compensation and Employer's Liability Insurance providing full statutory coverage. In signing this Agreement, Contractor makes the following certification, required by Section 18161 of the California Labor Code: "I am aware of the provisions of Section 3700 of the California Labor Code which require every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions of the Code, and I will comply with such provisions before commencing the performance of the work of this Agreement".

D. Professional Liability Insurance: Contractor shall take out and maintain during the life of this Agreement a policy of professional liability insurance, protecting it against claims arising out of the acts, errors, or omissions of Contractor pursuant to this Agreement, in the amount of not less than One Million Dollars (\$1,000,000) per claim. Said professional liability insurance is to be kept in force for not less than one (1) year after completion of services described herein.

II.ADDITIONAL REQUIREMENTS

A. Broader Insurance Coverage: In the event that Contractor maintains broader coverage and/or higher limits than the City's minimum requirements, the City requires and shall be entitled to the broader coverage and/or the higher limits maintained by the Contractor. The limits of insurance required in this agreement may be satisfied by a combination of primary and umbrella or excess insurance. Any umbrella or excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and non-contributory basis for the benefit of the City before the City's own insurance shall be called upon to protect it as a named insured.

B. Additional Insured Status: The City of East Palo Alto, its subsidiary agencies, directors, officers, employees, agents, independent contractors and volunteers shall be named as additional insured on any such policies of comprehensive general and automobile liability insurance.

C. Primary and Non-Contributory Coverage: Except for professional liability and worker's compensation insurance, the policies shall also contain a provision that the insurance afforded to the City, its subsidiary agencies, and their directors, officers, employees, agents, independent contractors and volunteers based on additional insured status shall be primary and non-contributory insurance to the full limits of liability of the policy, and that if the City, its subsidiary agencies and their directors, officers, employees, agents, independent contractors and volunteers have other insurance against a loss covered by a policy, such other insurance shall be excess insurance only.

D. Verification of Coverage: Contractor shall furnish the City with original Certificates of Insurance including all required amendatory endorsements (or copies of the applicable policy language effecting coverage required by this clause). All certificates and endorsements are to be received and approved by the City Attorney's Office at least five days before Contractor commences work to be performed pursuant to the agreement.

E. Notice of Cancellation: Contractor shall provide thirty (30) days' notice, in writing, to the City, at 2415 University Avenue, East Palo Alto, CA 94303, of any pending change or cancellation of the policy.

F. Deductibles or Self-Insured Retentions: Prior to the execution of this Agreement, any deductibles or self-insured retentions must be declared to and approved by City.

G. Breach: In the event of the breach of any provision of this section, or in the event any notice is received which indicates any required insurance coverage will be diminished or canceled, City, at its option, may, notwithstanding any other provision of this Agreement to the contrary, immediately declare a material breach of this Agreement and suspend all further work pursuant to this Agreement.

End of Section 8



CERTIFICATE OF LIABILITY INSURANCE

DATE(MM/DD/YYYY)
06/26/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Aon Risk Insurance Services West, Inc. Los Angeles CA Office 707 Wilshire Boulevard Suite 2600 Los Angeles CA 90017-0460 USA	CONTACT NAME:	
	PHONE (A/C. No. Ext): (866) 283-7122	FAX (A/C. No.): (800) 363-0105
INSURED West Coast Arborists, Inc. 2200 E Via Burton Anaheim CA 92806 USA	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	
	NAIC #	
	INSURER A: Property & Casualty Ins Co of Hartford	34690
	INSURER B: Hartford Fire Insurance Co.	19682
	INSURER C: Navigators Specialty Insurance Company	36056
INSURER D: Upland Specialty Insurance Comp	16988	
INSURER E:		
INSURER F:		

Holder Identifier :

COVERAGES**CERTIFICATE NUMBER:** 570113736392**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

Limits shown are as requested

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PRO-JECT ☒ LOC OTHER:			72ECSS89301 SIR applies per policy terms & conditions	07/01/2025	07/01/2026	EACH OCCURRENCE \$2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$1,000,000 MED EXP (Any one person) PERSONAL & ADV INJURY \$2,000,000 GENERAL AGGREGATE \$4,000,000 PRODUCTS - COMP/OP AGG \$4,000,000
B	AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ NON-OWNED AUTOS ONLY			72 CSE S89302	07/01/2025	07/01/2026	COMBINED SINGLE LIMIT (Ea accident) \$2,000,000 BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)
C	☒ UMBRELLA LIAB ☒ OCCUR ☒ EXCESS LIAB ☐ CLAIMS-MADE ☐ DED ☐ RETENTION			AZ25EXCZ059NKIC	07/01/2025	07/01/2026	EACH OCCURRENCE AGGREGATE \$3,000,000
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR / PARTNER / EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	72WNS89300 Workers Comp AZ CA,TX	07/01/2025	07/01/2026	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$2,000,000 E.L. DISEASE-EA EMPLOYEE \$2,000,000 E.L. DISEASE-POLICY LIMIT \$2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Evidence of Insurance.

CERTIFICATE HOLDER**CANCELLATION**

West Coast Arborists, Inc. 2200 E Via Burton Anaheim CA 92806 USA	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE <i>Aon Risk Insurance Services West, Inc.</i>

Certificate No : 570113736392



THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
FORM NUMBER: ACORD 25 **FORM TITLE:** Certificate of Liability Insurance

[illegible]

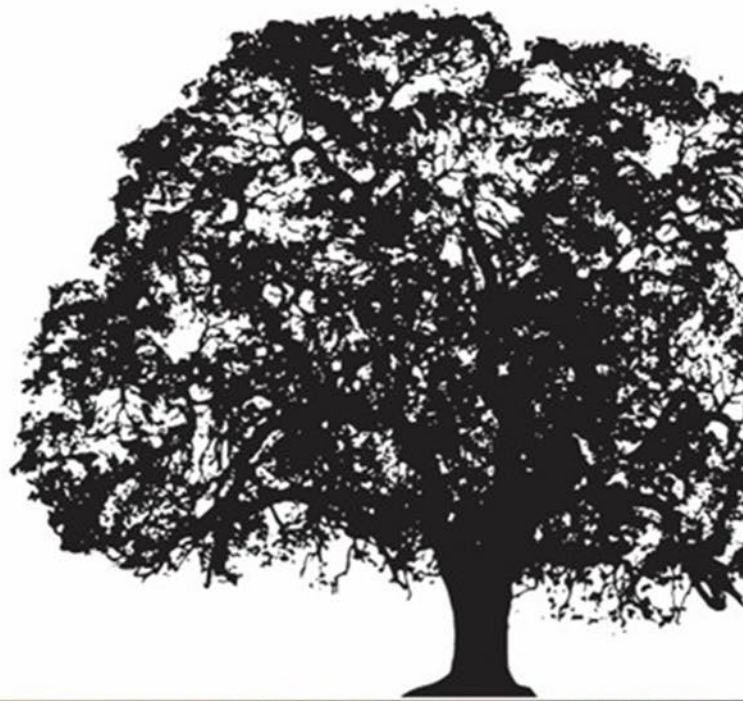


Setting the Gold Standard

by partnering with over 400 communities

City of East Palo Alto

RFP for On-Call and Emergency Tree Maintenance Services



West Coast Arborists, Inc.

WCAINC.COM • (800) 521-3714

LIC #366764 • DIR #100000095

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COMPANY INFORMATION

President: Patrick Mahoney
Organization Type: Corporation
Established: 1972
Federal Tax ID: 95-3250682
DIR Registration: 1000000956
Members of Laborers' Union: LiUNA!
SAM Entity ID: CFJMV MJ9NSD1
Website: wcainc.com

CORPORATE OFFICE

2200 E. Via Burton St.
Anaheim, CA 92806

REGIONAL OFFICES

Arlington, TX
Escondido, CA
Fresno, CA
Indio, CA
Ontario, CA
Phoenix, AZ
Riverside, CA
Sacramento, CA
San Diego, CA
San Jose, CA
San Francisco, CA
Santa Clarita, CA
Stockton, CA
Ventura, CA

CONTRACT ADMINISTRATION

Victor Gonzalez, Vice President
Corporate Office
Phone (714) 991-1900
Fax (714) 956-3745
Email: vgonzalez@wcainc.com

FIELD MANAGEMENT

Juan Ortiz, Area Manager
390 Martin Avenue
Santa Clara, CA 95050
Phone (408) 855-8660
Fax (408) 844-8606
Email: jortiz@wcainc.com

EMERGENCY RESPONSE 24/7

1-800-LIMB-DOWN

COMPANY QUALIFICATIONS

Company Introduction

WCA is a Proven Municipal Tree Management Provider Delivering Measurable Performance.

West Coast Arborists, Inc. (WCA) has provided municipal tree maintenance services since 1972 and currently supports over 400 public agencies with scalable, performance-driven urban forestry programs. WCA delivers measurable results aligned with public agency expectations, including:

- **Over 712,000 trees pruned annually**
- **24/7 emergency response with documented tracking**
- **Proven ability to manage multi-million-dollar contracts**
- **Established presence in the City of East Palo Alto since 2019**

WCA's service model is built on measurable performance, accountability, and regulatory compliance, ensuring that all work is delivered in alignment with contract requirements, ANSI A300 standards, and ISA Best Management Practices.

Our Vision

WCA is dedicated to responsible corporate stewardship in every community we serve. We maintain the highest standards of ethical conduct and environmental responsibility, ensuring transparent communication with our clients and the public. Our goal is to lead the industry in advanced urban tree care and management services through innovation, accountability, and consistent operational excellence.

100% Customer Satisfaction

WCA remains committed to providing exceptional service and tangible value to our clients. Customer satisfaction is not just a priority; it is the core of our operational philosophy. Our long-standing reputation for reliability, integrity, and excellent workmanship reflects this dedication. Every team member is empowered to take the necessary actions to ensure work is done correctly, efficiently, and to the highest professional standards. By focusing on quality from the start, we reduce disruptions, lower long-term costs, and deliver dependable results our clients can trust.



Accredited by TCIA



Local Office & Yard
(Santa Clara)



50+ Years Experience
Working with
Municipalities

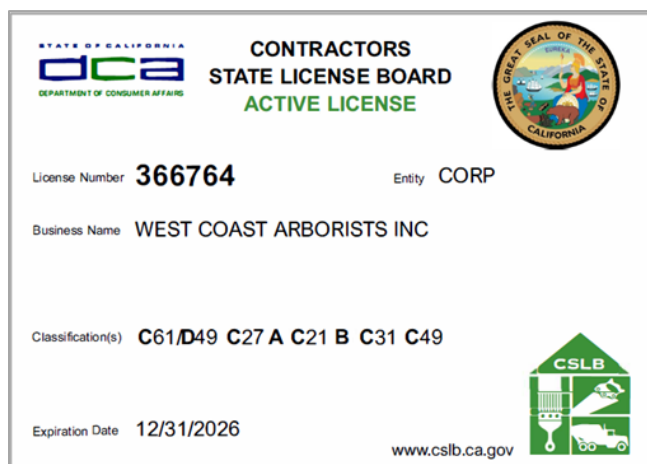
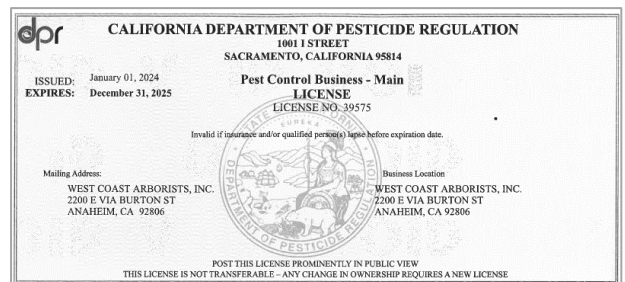
Corporate Capabilities

West Coast Arborists, Inc. is committed to delivering superior performance to the City by adhering to defined specifications, established budgets, and agreed-upon schedules. Our long-standing reputation for quality is the direct result of the disciplined systems, skilled personnel, and proven methodologies we apply to each engagement. These capabilities provide our clients with confidence in our ability to manage their urban forest effectively and consistently meet high service expectations.

- In business continuously and actively since 1972
- Contractor's License C61/D49, C49, C27, C31, C21, A & B
- Over \$25,000,000 line of credit available
- Annual financial audits available upon request
- Bonded by ARCH, an A+ rated company
- 1,200+ employees
- 400+ contracts with public agencies
- 125+ Certified Arborists
- 170+ Certified Tree Workers
- Drug-free workplace
- 14,000 sq. ft. company-owned Headquarters (Anaheim)
- Department of Agriculture Nursery license
- Avg. 712,000 trees **pruned** annually over past 3 years
- Avg. 46,000 trees **removed** annually over past 3 years
- Avg. 20,000 trees **planted** annually over past 3 years
- Avg. 250,000 trees **inventoried** annually over past 3 years
- **Fully insured with insurance up to \$25 million**
- Federal Tax ID #95-3250682, current on all taxes and filings with state and federal government
- Sales volume over \$220 million annually
- Fleet of approximately **1,800 pieces of equipment**

Active Memberships:

Tree Care Industry Association (TCIA)
International Society of Arboriculture (ISA)
League of California Cities (LCC)
California Parks & Recreation Society (CPRS)
Association of CA Cities, Orange County (ACCOC)
Maintenance Superintendents Association (MSA)
California Landscape Contractors Association (CLCA)
Street Tree Seminar (STS)
California Urban Forest Council (CaUFC)
American Public Works Association (APWA)
Western Chapter International Society of Arboriculture (WCISA)



State of California Department of Industrial Relations		
Contractor Information		Registration History
Legal Entity Name	Effective Date	Expiration Date
WEST COAST ARBORISTS, INC.	05/26/18	06/30/19
Legal Entity Type		
Corporation	06/07/17	06/30/18
Status		
Active	06/06/16	06/30/17
Registration Number		
1000000956	06/26/15	06/30/16
Registration effective date		
07/01/22	08/15/14	06/30/15
Registration expiration date		
06/30/24	07/01/19	06/30/22
Mailing Address		
2200 E. VIA BURTON ANAHEIM 92806 CA United States of America	07/01/22	06/30/24
Physical Address		
2200 E. VIA BURTON ANAHEIM 92806 CA United States of America	07/01/24	06/30/27
Email Address		
vcp@westcoastarb.com		
Trade Name/DBA		
License Number (s)		
C5LB-356764		
C5LB-356764		

WCA'S VALUE-ADDED SERVICES

West Coast Arborists, Inc. (WCA) provides value-added services that enhance responsiveness, safety, and operational efficiency for the City of East Palo Alto. These services are specifically aligned with the City's need for **on-call, as-needed work orders and rapid emergency response** while delivering measurable benefits beyond the base Scope of Services.

Rapid Emergency Response and Pre-Planning

WCA enhances the City's required **3-hour emergency response capability** through:

- Pre-designated emergency crews and supervisors available 24/7
- Pre-staging of equipment during forecasted storm events
- Immediate dispatch protocols coordinated with City staff and Police Dispatch
- Post-event damage assessment and prioritization reporting

Benefit: Faster response times, improved public safety, and reduced City liability during emergencies.

Proactive Hazard Identification

In addition to responding to work orders, WCA performs **continuous hazard identification** during all operations:

- Identification of structurally compromised or high-risk trees
- ISA-based risk prioritization and documentation
- Immediate notification to City staff for urgent conditions

Benefit: Reduces emergency call volume and proactively addresses public safety risks.

Work Order Efficiency and Scheduling Optimization

WCA enhances the City's **on-call work order system** through:

- Efficient routing and crew assignment to minimize response time
- Bundling of geographically similar work orders to increase productivity
- Real-time tracking of job status and completion

Benefit: Maximizes productivity under unit-cost pricing and delivers better value to the City.

Advanced Equipment Readiness and Redundancy

WCA maintains a large, modern fleet to ensure uninterrupted service:

- Backup equipment available to prevent downtime
- In-house maintenance program for reliability
- Immediate equipment replacement capability

Benefit: Ensures consistent service delivery and avoids delays in both routine and emergency work.

Enhanced Safety and Risk Mitigation

WCA exceeds baseline safety requirements by implementing:

- Daily job hazard analyses and tailgate safety meetings
- Strict compliance with ANSI A300 and Z133 standards
- Dedicated traffic control planning per California requirements

Benefit: Reduces incidents, protects the public, and minimizes City exposure to claims.

Resident Coordination and Notification Support

WCA supports the City's homeowner notification requirements through:

- Timely posting of door hangers (24+ hours in advance)
- On-site coordination with residents regarding access and concerns
- Escalation of issues to City staff when needed

Benefit: Improves community satisfaction and reduces complaints or delays.

Complete Service Delivery (No Hidden Costs)

WCA provides fully inclusive service delivery consistent with the RFP requirements:

- All labor, equipment, traffic control, cleanup, and debris disposal included
- 100% green waste removal and recycling at Contractor expense

Benefit: Cost predictability and simplified contract administration for the City.

Proven Municipal Experience and Reliability

WCA brings decades of experience providing on-call and emergency tree services for California cities:

- Proven ability to meet strict response timelines and work order requirements
- Experienced supervisory staff exceeding minimum qualifications
- Established systems for managing high-volume service requests

Benefit: Low-risk, experienced partner with consistent performance.



OPERATIONAL PLAN

Company Personnel

Introduction

West Coast Arborist's (WCA) consists of a management team, a safety committee, support staff, trained mechanics, and dedicated field crews. Its staff members come from various educational backgrounds, including accounting, business administration, engineering, and forestry.

WCA's Proud Work Force

WCA actively maintains ongoing processes to assure that only qualified and competent staff provides safe and quality tree maintenance services. These skilled employees can only be achieved through both training and work experience. We believe that essential experience should always be obtained through qualified supervision; this includes both basic and extended skills. WCA makes every attempt to ensure that this is undertaken before performing work, leading a crew, or career advancement. The work performed on this contract is routine, recurring and usual. The work includes watering, trimming, pruning, planting, removal and replacement of trees and plants, and servicing of irrigation. **The rates included in the Cost Proposal are based on the current prevailing wage determination for "Tree Maintenance (Laborer)."**

Certification

WCA encourages its employees to become certified by the International Society of Arboriculture to raise the standards of professional tree care companies. This standard exemplifies our company's commitment to providing customers with competent, knowledgeable certified workers.



*WCA employs the largest
number of ISA Certified
Arborists and ISA
Certified Tree Workers of
any company!*

Crew Performance

WCA employees are evaluated through an internal mechanism supervised by our Management Team. Each employee performs their duties according to a criteria-based job description that reflects safety, quality workmanship, productivity, appropriateness of care, problem solving, and customer service. A performance appraisal is conducted for each employee upon completion of the probationary period and at least annually thereafter. Each worker is also required to complete a competency assessment and orientation upon hire, and annually thereafter in selected areas, to ensure ongoing requirements are met and opportunities for improvement are identified.



Meet the Team: Project Team



JASON PINEGAR

Regional Manager/V.P.

Jason Pinegar has been with WCA since 1993. Starting as a Trimmer, he was repeatedly promoted and became an Area Manager in the 2000's at which time he moved to Northern California. In 2020 he was promoted to Vice President. He has over 30 years' experience in the arboriculture field and has a vast knowledge of trees in Northern California. He oversees our Northern California region contracts and staff. His long career with WCA includes managing contracts with the City of Sacramento, Stockton, and the entire San Francisco Bay region.

- **ISA Certified Arborist Utility Specialist #WE-2039 AU**
- TCIA Certified Treecare Safety Professional #259
- ISA Tree Risk Assessment Qualified
- ATSSA Traffic Control Designer #00236727
- NCCCO Certified Crane Operator #050820987R
- TLC Wildlife Area



JUAN ORTIZ

Area Manager

Juan Ortiz has been with WCA since 2002. He has over 20 years of experience in the arboriculture field. He is responsible for estimating, scheduling, contract administration, personnel, and daily operation. He is also responsible for field operations, customers service, and management of crews throughout San Jose region. Through his employment he has gained valuable experience in computer estimating, tree inventory systems, and costing programs which are essential in the efficient operation of tree crews.

- **ISA Certified Arborist/Tree Worker Climber #WE-8514AT**
- ISA Tree Risk Assessment Qualified
- TCIA Certified Tree Care Safety Professional #2636
- ATSSA Traffic Control Supervisor #459659
- TLC Wildlife Aware



JOSE ABALOS

Area Supervisor

As Area Supervisor, Jose Abalos is an ISA Certified Arborist with over 15 years' experience, starting at WCA in 2005. He is responsible for reviewing the day's activities, assisting the Area Manager in scheduling, and ensuring proper safety procedures are being followed. As Supervisor, he will communicate with contract administrators and other interested parties daily. Report and resolve malfunctions, damage, or industrial injury. He will also assist in employee training programs, maintain records, and file daily reports and receipts. He will be the onsite arborist for this project.

- **ISA Certified Arborist #WE-18734A**
- TCIA Certified Treecare Safety Professional #03964
- WCA Qualified Treeworker

Meet the Team: Support Staff



ANDREW PINEDA

GIS Manager

Andrew Pineda has been with WCA since 2018. As WCA's GIS Manager, he works on a wide range of projects including tree inventories scope and collection, iTree analysis, tree canopy assessments, tree planting prioritization, ArborAccess training, grant funded tree planting projects, and much more. He has worked with tree inventories of all sizes from small campus inventories with less than 5,000 trees to large California cities with over 140,000 trees. He has in-depth knowledge and understanding of tree inventories, urban forestry best practices, and spatial data and works closely with office and field personnel to ensure tree inventories, reports, and analysis exceed customer expectations.

- **ISA Certified Arborist #WE-12738A**
- FAA UAS Part 107 Remote Pilot
- M.S. Geographic Information Science (GIS), CSU Long Beach
- B.A. Environmental Science, Boston University



LEONARDO TUCHMAN

Plant Health Care Arborist

Leonardo Tuchman joined WCA in 2023 and brought with him over 5 years of experience in the arboriculture industry. He completed his education at UC Davis with a B.S. in Environmental Horticulture and Urban Forestry. As a Northern California native, he has in-depth experience assessing various tree species in the area. Current responsibilities as a Plant Health Care Arborist includes establishing GPS tree inventories, arborist report writing tree risk assessments, aerial inspections, tree appraisals, pre-construction planning and diagnosing tree disorders. Additionally, he assists with providing Plant Health Care (PHC) recommendations and service applications.

- **ISA Certified Arborist #WE-12453A**
- ISA Tree Risk Assessment Qualified
- ASCA Registered Consulting Arborist #771
- DPR Qualified Pest Control Applicator



LORENE OKAMOTO

Customer Service Representative (CSR)

Lorene Okamoto joined WCA in 2011, as the CSR (Customer Service Representative), Lorene is responsible for providing support to the Area Manager, Site Supervisors and crew. She is to act as a liaison between the company and its clients as well as the general public. Lorene is responsible for responding to customer service inquiries and facilitating contracting functions, such as: mapping, underground service alert, data entry, field book preparation, list preparation, etc.

Upper Management Team

From marketing, contract administration, field and fleet management, to information technology, our Upper Management Team Staff is involved in the day-to-day operations supporting each Project Team and customer to ensure the highest quality of tree care is being achieved in the industry.



Patrick Mahoney
President



Richard Mahoney
Secretary



Rose Epperson
Treasurer



Andrew Trotter
V.P. – Field Operations



Debbie DePasquale
V.P. – Contract Services



Chris Crippen
V.P. – I.T.



Victor Gonzalez
V.P. – Business Development



Jason Pinegar
V.P. – NorCal Region



Nick Alago
V.P. – SoCal Northwest Region



Michael Palat
V.P. – SoCal Southeast and AZ Region



Pest Control Advisor:

2

- Kelly Parkins PHC Supervisor, Leonardo Tuchman PHC Arborist

Qualified Applicator License:

26

- Category B: 16, Category C: 7, Category D: 3



4 ASCA Consulting Arborists

Tim Crothers RCA #721 Leo Tuchman RCA #771
Kelley Gilleran RCA #668 Eugene Bordson #834

WILDLIFE PROTECTION

WCA'S VP OF Field Operations, **Andrew Trotter**, has been a key contributor in developing the first ever *Best Management Practices guidelines for Tree Care for Birds and Other Wildlife*.



Unique Capabilities

Plant Health Care

WCA has developed an exemplary Plant Health Care Program that goes beyond standard chemical applications. We maintain **in-house** State Certified Pesticide Advisors and Applicators, led by PHC Manager **Tim Crothers**.

WCAs Urban Biologist

Lisette Rios, WCA's Urban Biologist, conducts nesting bird surveys and wildlife inspections, coordinates with CA Fish & Wildlife and local rehabilitation partners, manages our wildlife monitoring program, using field data to better plan tree maintenance and reduce impacts on sensitive habitats.

Scope of Services

Efficient, Scalable Service Delivery Model

WCA's service approach is designed to:

- Maximize grid pruning efficiency
- Reduce long-term maintenance costs
- Ensure consistent service across all City areas
- Minimize repeat work and service requests

Performance Outcome:

- Lower lifecycle cost per tree
- Improved service consistency
- Reduced backlog and complaint volume



Tree Pruning Services

Tree pruning services may be performed within designated districts, parks, or grid areas on a defined cycle, often encompassing all trees within the specified zone. Services include structural pruning, crown raising, and light crown cleaning, all conducted in accordance with the International Society of Arboriculture's Best Management Practices. No more than 25% of live foliage is removed during any pruning cycle to ensure long-term tree health and structural integrity.

Special Request Tree Pruning

Special Request Tree Pruning is performed on specific trees designated by the City's Arborist or authorized representative. These services may include structural pruning, crown raising, crown cleaning, restorative pruning, or corrective pruning due to a hanging or broken limb, each completed in full compliance with the International Society of Arboriculture's Pruning Standards and Best Management Practices.

When conditions warrant a reduction of canopy mass or excessive limb weight, crown reduction pruning may be implemented to enhance overall tree health and structural stability. This service is provided at the agreed-upon rate established between the City and West Coast Arborists, Inc.

Line Clearance (as necessary)

Trees that interfere or have the possibility of interfering with utility lines will be trimmed in a manner to achieve the required clearances as specified and in accordance with the California Public Utilities Commission. It is our goal to protect the current health and condition of the tree and to maintain its symmetry and direct growth away from the utility lines.

Palm Tree Pruning

WCA will provide professional palm tree pruning services to maintain the health, safety, and appearance of all designated palms within the City property. Work will include the removal of dead, damaged, or hanging fronds, seed pods, and excessive growth as needed. All pruning will be performed in accordance with industry standards and local regulations to ensure proper tree care and public safety. Debris generated from pruning activities will be collected, hauled off, and disposed of properly, leaving the work area clean and free of hazards upon completion.

Tree and Stump Removal Operations

With a minimum of 48 hours advanced notice, WCA will inform Underground Service Alert (USA) of the location of work for the purpose of identifying any and all utility lines. The removal process consists of lowering limbs delicately onto the ground to prevent any hardscape damage. Immediately following the removal, the stump will be ground down, if ordered to do so and with proper USA notification. Our standard stump grinder is the Vermeer SC802. This stump grinder is ideal for any size job and can be used to grade large stumps. We also use the Dosko SC69 stump grinders. These are intended to remove tree stumps and exposed root systems close to ground level. Tree removal and stump removal are to be charged separately in accordance with the contract.

Emergency Response Services

We are fully prepared to respond to tree-related emergencies 24 hours a day, 7 days a week, including weekends and holidays. Emergency calls are received through **our toll-free number, 866-LIMB-DOWN (866-546-2369)**, which will be provided to the City, as well as local Police and Fire Departments for direct access when urgent conditions arise.

Upon notification, our emergency response team will take all necessary actions to promptly mitigate hazardous tree or tree-related conditions and render the site safe until permanent corrective work can be completed during the following workday.

Our emergency response resources include a large, well-equipped fleet of specialized arboricultural vehicles and equipment capable of addressing any tree-related hazard, from storm-damaged limbs and fallen trees to immediate public safety concerns involving roadways, sidewalks, or critical infrastructure.

Arborist Reports

We have full-time Certified Arborists on staff that can prepare detailed arborist reports, tree evaluations and site inspections based on your specific needs. Reporting can be generated for one tree or an entire selection and is handled on a case-by-case basis.



*WCA provides the technology,
management, and civic experience
that makes it the preferred tree
management partner across the West.*

Implementation, Quality Control & Safety

Implementation Plan

WCA will ensure a seamless transition and immediate service continuity through the following:

Day 1–30 Transition Plan

- Assign a dedicated Area Manager and crews
- Review City priorities, inventory, and backlog
- Deploy initial crews within the first operational week

Ongoing Operations

- Balanced workload distribution across the fiscal year
- Weekly progress reporting and coordination meetings
- Real-time schedule adjustments based on City needs

Risk Mitigation

- Redundant crews to prevent service delays
- Backup equipment readily available to eliminate downtime
- Established emergency response infrastructure

Special shifts including weekends and evenings can be arranged in accordance with the Agency's specifications.

Area Manager: Juan Ortiz

ISA Certified Arborist/Tree Worker Climber #WE-8514AT

The project Area Manager will be the central point of contact and will work cooperatively with Agency staff, local residents and business owners, etc. The Area Manager will provide overall field supervision and crew management.

Daily Management

Daily management will consist of, but not be limited to:

- Email notification complete with location, crew, equipment type, and work description
- Supervise crew personnel to ensure proper pruning standards are followed in a safe manner
- Traffic control setup and maintenance of the work zone
- Ensure work area is left free of debris at the end of the shift
- Maintain good public relations at all times
- Provide immediate notification to City Inspector upon damage to personal property, including a plan for corrective measures to take place within 48 hours

Weekly Management

Weekly management will consist of, but is not limited to:

- Weekly inspection of work completed
- Meet with the City to review work schedule and progress
- Ensure standards of pruning are performed in accordance with City specifications
- Maintain open communication

Scheduling of Work

Guaranteed Response and Scheduling Performance. WCA commits to the following measurable service levels:

<u>Service Type</u>	<u>WCA Commitment</u>
Emergency Dispatch	Within 1 hour
Emergency On-Site	Within 2 hours
Emergency Make-Safe	Within 24 hours
Service Requests	Completed within 48 hours
Grid Pruning	100% completion within cycle



Public Notification

Upon City staff approval, WCA will post a door hanger notice prior to commencement of grid pruning (within 24-48 hours). After tree planting, door hangers will be provided to residents, instructing them on proper care for their newly planted tree. For more comprehensive outreach, we can also submit a press release for special projects or routine maintenance. The City may modify the procedures and materials we notify residents about.

WCA's Communication Systems

Our use of modern, reliable communication systems enhances our daily job performance by increasing efficiency. Management and field personnel use smartphones as both navigation and communication devices in the field. Smartphones have proven to be a convenient way to input data for tree inventories, daily work records, timesheets, photos, and billing information, eliminating the need to handwrite data and improving customer service by minimizing response time.

Permits and Licensing

WCA currently holds a valid City Business License and, if necessary, will obtain any "no-fee" permits prior to commencing work. Permits (e.g., encroachment, traffic control, etc.) that require fees will be charged back to the City.

Right-of-Way Presence

All work will be performed in the public right-of-way. Employees will not utilize private property for eating, breaks, or any other reason, or use water or electricity from such property without prior written permission of the owner.

Cooperation and Collateral Work

WCA will grant the right to operate within the project to Agency workers and/or other contractors, utility companies, street sweepers, and others, as needed, in a cooperative effort to minimize interference with daily operations.

Project Site Cleanliness

The work site will be left free of debris at the end of each workday. We will not discharge smoke, dust, or any other air contaminants in quantities that violate the regulations of any legally constituted authority.



Quality Control

Feedback

WCA regularly receives and tracks customer and resident feedback to acknowledge good performance and provide prompt resolution for any negative comments. Every month, the management team reviews the feedback summary and sends it to the City.

Customer Service Department

As we work with or near the public, we are mindful that we will most likely be the first person the public contacts. We have a full-time Customer Service Department, with each Customer Service Representative (CSR) trained to address concerned residents and bystanders.

Complaints & Damage Resolution

Should there be any property damage, we follow specific procedures to resolve the issue. The Foreman on the job site will notify the resident and the Inspector immediately.

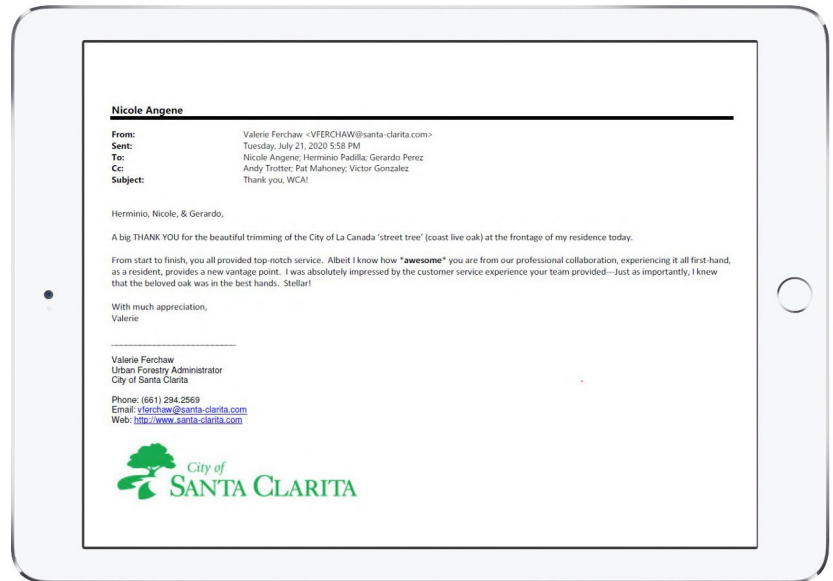
If the resident is not at home, then we will leave a WCA card with instructions to call our Claims Coordinator in our corporate office. The ultimate goal at each work site is to leave the property in the same condition as when we entered. We will notify the Agency Representative immediately of any damage to private property, including plans for corrective measures to be implemented within 48 hours.

Any activities found by the Agency to be unacceptable will be rectified immediately. All other **complaints will be abated or resolved within twenty-four (24) hours** of the occurrence. We have teams specifically assigned for handling damage to properties, both private and public. Through our communication system, we can dispatch either team and have them respond immediately to the site for proper repair.

We pride ourselves on professional workmanship to avoid incidents like this; however, should one occur, we take all appropriate measures to resolve the matter in a timely and efficient manner.

Protection of Public and Private Property

WCA will provide all necessary safety measures to protect the public and workers in the work area. We will maintain good public relations at all times, and the work will be conducted in a manner that will cause the least disturbance.



Safety & Training

Safety Program

Safety standards are top priority at WCA. Our line of work demands that all work be performed in a manner that provides the maximum safety to the general public and our employees. Our crews are instructed to follow the ANSI Z133.1 safety standards and Cal-OSHA requirements. We have one of the most extensive safety training programs in the industry. We provide our employees with state-of-the-art training tools and company-wide instructional sessions. Our insurance carriers and Cal-OSHA have recognized us repeatedly for outstanding safety training efforts.

We have a full-time Safety & Training Manager, Dane Jensen, who is professionally trained in horticulture (his qualifications are listed below). As WCA's Training Manager, Dane is responsible for staying up to date on all tree-related industry standards related to safety and the wellness of our employees and the public we serve. Training materials are regularly reviewed and updated to ensure WCA employees receive the proper education, instruction, and hands-on experience needed to perform their day-to-day activities safely and efficiently. Training topics include a full circle from proper pruning techniques, arboriculture, to customer service, and everything in between.

- **ISA Certified Utility & Municipal Arborist #WE-12014A**
- **ISA Skills Test Evaluator—TW Climber**
- **TCIA Certified Treecare Safety Professional #3303**
- **ISA Tree Risk Assessment Qualification #E4068**
- **American Heart Association BLS and First Aid Instructor**



Our line of work demands that all work is performed in a manner that provides the maximum safety to the general public as well as our employees.

Public Convenience and Safety

WCA will comply with any and all local sound control and noise level rules, regulations, and ordinances that apply to any work performed in the contracted area. All work will cease by 5:00 pm or as directed by the City (excluding emergency services).

Safety Performance and Accountability

WCA maintains a comprehensive safety program supported by:

- ANSI Z133 and Cal-OSHA compliance
- Dedicated Safety & Training Manager (Mr. Dane Jensen)
- Routine field audits and crew inspections
- Telematics technology also supports WCA's safety program by monitoring driver behavior and vehicle operation. This proactive approach helps reduce accidents, improve driver safety, and minimize public risk.

Measured Safety Performance:

- Experience Modification rating (EMR) below industry average
- Documented incident reduction trends
- Ongoing training and certification compliance

Risk Reduction for the City:

- Reduced liability exposure
- Safer public work zones
- Documented compliance for all operations

Traffic Control

Traffic control procedures will be set up in accordance with the Work Area Traffic Control Handbook (WATCH) and the State of California Manual of Traffic Controls and the Agency Traffic and Safety Operating Rules. **WCA holds a Class C31 (Traffic Control) license.** Every effort will be made to keep commercial driveways and passageways open to the public during business hours. High-visibility arrow board(s) will be used when needed. Prior to use, the Agency will approve traffic safety equipment and devices. Pedestrian and vehicular traffic shall be allowed to pass through the work areas only under conditions of safety and with as little inconvenience and delay as possible. Unless the work area is barricaded or otherwise kept safe, at least one worker will coordinate safe operations on the ground during work.



WCA is dedicated to health and safety for trees, employees, and the community.

Equipment

Our modern fleet undergoes daily inspection prior to use to ensure efficiency and safety. All equipment is routinely serviced, painted, and detailed. All equipment used during this project will meet state and federal safety requirements and have all required certifications.

CHP Biennial Inspection of Terminal Certification

We have successfully been awarded the **CHP Biennial Inspection Award of Recognition**. This inspection has assisted our company in instituting several safety programs, including our Preventive Maintenance Program, which is utilized by our in-house fleet department. The inspection reviews our vehicle maintenance and repair records, our procedural methods, and policies for vehicle maintenance and operations. This certification ensures that our vehicles operate safely.

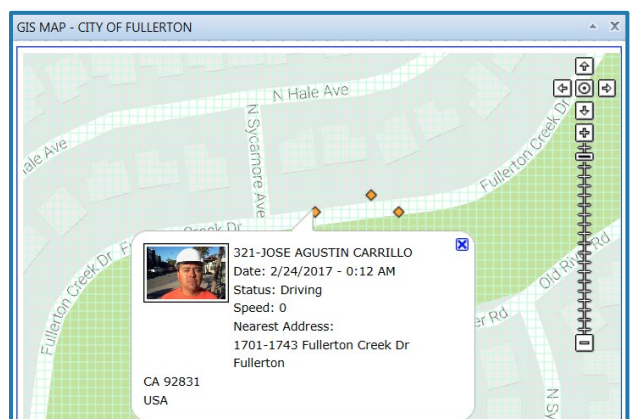
Telematics (GPS)

WCA has partnered with Geo-Tab to provide **GPS units on all vehicles and equipment**. This investment has given our customers and us the following benefits:

- Provide faster response times and more efficient routing, allowing us to service more customers
- Lower operational costs by optimizing our fleet size, reducing labor, overtime, and insurance, and minimizing costly vehicle repairs
- Decrease fuel use by monitoring fleet fuel economy and saving on unnecessary fuel expenditures
- Reduce emissions by helping drivers improve their habits, such as speed and idle time, and reducing total miles driven, which will significantly reduce harmful greenhouse gas emissions
- Improve dispatching with landmarks and driving directions, GPS units help us to better dispatch so that we can service more customers, faster
- Recover stolen vehicles, reducing liability costs which can be passed on to customers

Equipment List Summary	
Pick Up Trucks	458
Aerial Lift Devices	396
90-ft Aerial Devices	18
Dump Trucks	237
Flat Beds	51
Field Service Trucks	37
Arrowboards	102
ATVs	14
Stump Grinders	72
Loaders / Bobcats	111
Rubber Track Loader	2
Root Pruners	2
Roll off Trucks	67
Saw Mill	4
Log Skidder	4
Back Hoes	1
Brush Chippers	214
Cranes	9
Horizontal Grinder	1
Tub Grinder	1
Masticator	1

Modern fleet consisting of
1800+
pieces of equipment.



In-House Fleet Maintenance

We currently have **more than 1,800 pieces of fairly new equipment**, enabling us to replace equipment immediately should unforeseen mechanical problems arise. We employ over **80 full-time mechanics** who perform an in-house fleet maintenance program. This allows our equipment to remain in good operating condition, which is necessary to meet the City's needs. Our mechanics generally work on a single line of equipment, and by keeping it as uniform as possible, they really get to know it inside and out, minimizing downtime. Equipment is assigned to different crews, and if the crew is shared with another contract, the equipment will be as well.

Preventative Maintenance Program

All WCA equipment goes through our Preventative Maintenance program. From our solar-powered arrow boards to our Freightliner Roll Off trucks. Our mechanics generally work on a single line of equipment, and by keeping it as uniform as possible, they really get to know it inside and out, minimizing downtime.

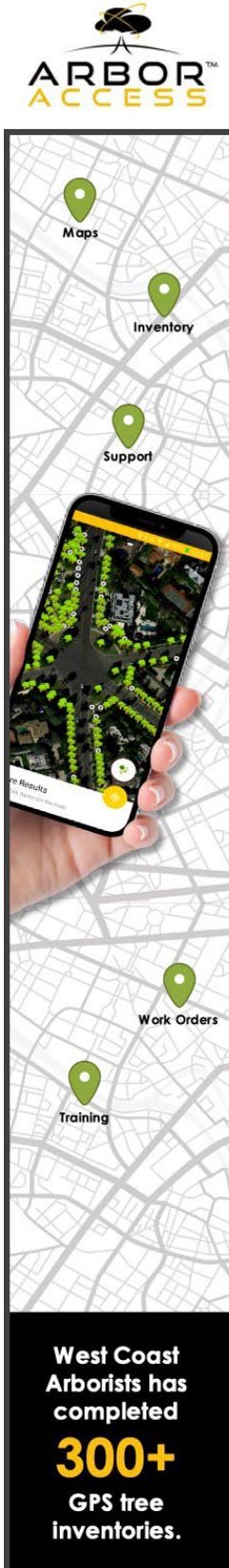
Sustainability

Over the last few years, we have invested heavily in new equipment to keep our fleet modern, comply with state requirements, meet demand, and reduce our environmental impact. We understand, with a fleet as large as ours, that we are responsible for the emissions our vehicles produce and actively work to monitor and reduce our carbon footprint.



*Through our ability to
dedicate specific
pieces of equipment for
this project, we believe
it will lead to a
successful program.*

Technology & Information Management



ArborAccess

WCA will provide and operate ArborAccess, its web-based computerized tree inventory and asset management system, **at no cost to the City**, in full compliance with RFP requirements, and which directly satisfies the City's requirements for:

- Tree inventory management
- Work order tracking
- Real-time reporting
- Historical maintenance records

Benefits to the City:

- Full visibility into all work performed
- Reduced administrative workload
- Real-time contract performance tracking
- Transparent and defensible reporting

ArborAccess Features

Create work orders
View tree site details
View work history
View invoices
Mobile app
Live data
GIS/GPS mapping
Recycling reports

Inventory Methodology and Professional Standards

The inventory update will be carried out using a limited visual inspection method following: ANSI A300 Tree Care Standards, ANSI Z133 Safety Standards, International Society of Arboriculture (ISA) tree inventory best management practices, and industry-recognized municipal tree inventory protocols. Each tree and vacant planting site will be updated to ensure full compatibility with the City's GIS base layers, including streets, parcels, addresses, rights-of-way, and hardscape datasets, as required by the RFP.

Inventory Staffing, Quality Control, and Data Integrity

Tree inventory work will be completed by WCA's dedicated tree inventory and plant health care staff, drawing from **a pool of 20+ trained and certified personnel, including: ISA Certified Arborists, TRAQ-qualified arborists, Board Certified Master Arborists (BCMA), Wildlife-trained personnel, Qualified Applicator License (QAL) holders**, and various additional industry certifications and licenses. An experienced Inventory Supervisor will oversee data collection and perform ongoing quality assurance and quality control (QA/QC) to ensure accuracy, consistency, and compliance with City and RFP standards. Inventory data will be updated in real time in the field, enabling real-time tracking of changes and ensuring the City always has access to the latest information.

WCA's Telematics Program

WCA utilizes an advanced telematics program integrated across its fleet and operations to enhance efficiency, accountability, safety, and service delivery for the City.

WCA's telematics system provides **real-time visibility into field operations**, allowing management to monitor vehicle location, crew activity, routing efficiency, and equipment utilization throughout the workday. This level of oversight ensures that operations are performed efficiently and in alignment with City priorities.

Operational Efficiency and Routing

Telematics data is used to optimize daily routing and crew deployment, reducing travel time between job sites and improving productivity. By analyzing route patterns and field activity, WCA can:

- Minimize non-productive travel time
- Improve scheduling accuracy and adherence
- Increase the number of work orders completed per day
- Reduce fuel consumption and operating costs

This results in more efficient service delivery and better overall value to the City.

Safety Enhancement

Telematics technology also supports WCA's safety program by monitoring driver behavior and vehicle operation.

- Tracking of driving patterns such as speed, braking, and idling
- Identification of unsafe driving behaviors
- Reinforcement of safe driving practices through training and coaching

This proactive approach helps reduce accidents, improve driver safety, and minimize risk to the public.

Fleet Management and Maintenance Support

Telematics data is integrated into WCA's fleet management program to support preventative maintenance and equipment reliability.

- Monitoring of engine hours, usage, and performance
- Scheduling of maintenance based on actual equipment utilization
- Early identification of potential mechanical issues

This ensures that equipment remains in optimal condition and reduces the likelihood of unexpected breakdowns.

WCA's IT Staff

WCA's technology platforms are supported by a dedicated **in-house IT and GIS team of over 10 full-time professionals** with expertise in enterprise systems, GIS integration, mobile applications, and data security. Team credentials include Microsoft Certified Professionals, GIS specialists, FAA-certified remote pilots, and telematics installers, ensuring ArborAccess and related systems are continuously maintained, improved, and fully compatible with municipal GIS environments. This internal expertise enables WCA to deliver responsive technical support, maintain data integrity, and foster ongoing innovation throughout the contract lifecycle.

Data Collected for Each Tree and Vacant Site

WCA will build on the City's existing inventory database. All current data points will be reviewed and updated as needed, and new records will be added for trees and vacant sites not yet included. The inventory will, at a minimum, include all required RFP fields and any additional attributes mutually agreed upon with the City. The final set of inventory fields will be determined during a pre-start scope refinement meeting to ensure they align with the City's reporting needs, management objectives, and long-term urban forest planning goals.

Mobile Application with Detailed Tree Site Characteristics

The advanced technology provides a valuable tool to urban forestry professionals by displaying specific tree site information along with a representative photograph of the species type and a recommended maintenance field. ArborAccess' built-in quality control features assist in data accuracy. As maintenance is performed, the work history is updated and accompanied with bi-weekly invoices. This process eliminates the need for dual-inputting and helps keep the tree inventory current and accurate.

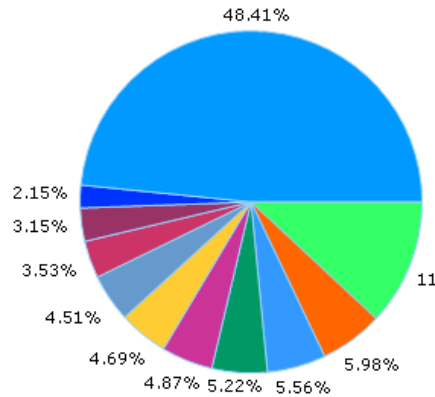


Tree Maintenance Records

Accurate maintenance records for each location oftentimes can assist the City with liability claims. Maintaining a detailed history of work performed at each location demonstrates good faith in preserving each location's urban forest. It is imperative that work requests be pulled from the system before work is performed.

Sample: Species Frequency Report

The Species Frequency report can assist the City in identifying the tree population within the urban forest. This type of information is valuable in the event of an insect infestation, a deadly disease, or even in estimating future maintenance costs. In addition, an analysis can be conducted to evaluate the performance history of a particular species within your Agency.



Top 10 Species	
11.94%	MEXICAN FAN PALM
5.98%	LONDON PLANE
5.56%	JACARANDA
5.22%	SOUTHERN MAGNOLIA
4.87%	INDIAN LAUREL FIG
4.69%	CANARY ISLAND PINE
4.51%	CANARY ISLAND DATE PALM
3.53%	CHINESE ELM
3.15%	RAYWOOD ASH
2.15%	VICTORIAN BOX
48.41%	OTHER

Detailed Reporting Options

Inventory	Work History	District Frequency
View Invoices	Work Type by District/Zone	Species Frequency (sample above)
Job Balances	DBH Frequency	All Trees at an Address
Recycling	Height Frequency	Estimated Tree Value



WCA helps agencies understand and manage their canopy by sharing inventories, insight, and data.



EAST PALO ALTO CITY COUNCIL STAFF REPORT

DATE: July 21, 2026
TO: Honorable Mayor and Members of the City Council
VIA: Melvin E. Gaines, City Manager
BY: James Colin, City Clerk
SUBJECT: National Night Out Proclamation

Recommendation

Present the National Night Out Proclamation.

Attachments

1. Proclamation

PROCLAMATION DECLARING AUGUST 4, 2026, AS NATIONAL NIGHT OUT IN THE CITY OF EAST PALO ALTO

WHEREAS, in 1984, the National Association of Town Watch established National Night Out to promote police-community partnerships and neighborhood camaraderie, drawing on a network of law enforcement agencies, neighborhood watch groups, civic organizations, and volunteers across the nation; and

WHEREAS, National Night Out has grown into an annual community-building campaign observed each year on the first Tuesday in August, bringing together neighbors and law enforcement through block parties, cookouts, and family-friendly activities that strengthen trust and a true sense of community; and

WHEREAS, the City of East Palo Alto values strong relationships between residents and local law enforcement, and recognizes that safer, more caring neighborhoods are built when neighbors know one another and work together with the East Palo Alto Police Department; and

WHEREAS, the City of East Palo Alto honors the police officers, firefighters, and emergency personnel who serve our community, and recognizes that positive, informal interactions between residents and these public servants build lasting trust and cooperation; and

WHEREAS, the City Council of East Palo Alto joins residents, businesses, and community organizations in celebrating this important occasion and encourages all community members to host or attend neighborhood gatherings and to get to know their neighbors and local public safety personnel;

NOW, THEREFORE, I, Webster Lincoln, Mayor of the City of East Palo Alto, on behalf of the City Council, do hereby proclaim August 4, 2026, as **National Night Out** in the City of East Palo Alto, and call upon all residents to join in commemorating this day by connecting with neighbors and supporting community safety throughout the year.

Date: July 21, 2026



Webster Lincoln, Mayor



EAST PALO ALTO CITY COUNCIL STAFF REPORT

DATE: July 21, 2026

TO: Honorable Mayor and Members of the City Council

VIA: Melvin E. Gaines, City Manager

BY: Shiri Klima, Assistant City Manager
Karen Camacho, Interim Director of Community & Economic Development
Elena Lee, Planning Manager

SUBJECT: Woodland Park 1 – Amendment to Development Agreement Terms

Recommendation

Staff recommends the City Council take the following actions:

1. Waive second reading and adopt an Ordinance:
 - a. Approving the First Amendment to the Development Agreement between the City of East Palo Alto and Woodland Park Property Owner A, LLC for the Woodland Park Euclid Improvements Project, amending provisions related to (a) the timing of Impact Fee payments, (b) Off-Site Affordable Housing Units, (c) water infrastructure, (d) storm drainage improvements, (e) impact fee credits, and (f) assignment rights;
 - b. Authorize the City Manager to execute the First Amendment to the Development Agreement in a form approved by the City Attorney; and
 - c. Find that the adoption of the Ordinance is consistent with the previously adopted Environmental Impact Report (EIR) and that none of the conditions set forth in California Environmental Quality Act (CEQA) Guidelines Section 15162 and 15164 that would require a subsequent or supplemental EIR or Addendum to the EIR are present; and
2. Direct the City Clerk to record the First Amendment to the Development Agreement in the Official Records of San Mateo County in accordance with Government Code Section 65868.5.

Alignment with City Council Strategic Plan

This recommendation is primarily aligned with:

- Priority: Comprehensive Housing
- Priority: Public Infrastructure and Utilities

Analysis

On June 16, 2026, the City Council considered a proposed First Amendment to the Development Agreement (DA) for the Woodland Park Euclid Improvements Project, which was originally adopted on November 15, 2022 (Ordinance No. 08-2022). Following extensive discussion, the City Council continued the hearing to July 7 to allow staff to continue negotiations with the applicant, Sand Hill Partners. While the Council expressed conceptual support for the partnership with the Ravenswood City School District (RCSD) to develop affordable housing, direction was provided to seek additional information regarding the public benefit associated with that alternative. Staff was directed to further negotiations with the applicant accordingly.

On July 7, 2026, at a publicly noticed hearing, the City Council waived the first reading and introduced an ordinance to approve an amendment to the Woodland Park Euclid Improvements Project Development Agreement. Staff returned with a revised agreement that proposed the RCSD partnership as the sole alternative compliance option for satisfying the Woodland Park Euclid Improvement project's off-site affordable housing obligation. The applicant proposed to also contribute up to \$12 million towards the development of an approximately 430-unit affordable housing project; 78 of the affordable units would be credited towards the Woodland Park inclusionary obligations. Staff recommended that the applicant's maximum contribution to the RCSD project be increased from \$12 to \$14 million to improve the likelihood that the project can be successfully financed and constructed. The Applicant would only be required to contribute the amount necessary to satisfy its obligation under the amended Development Agreement, up to a maximum of \$14 million. The City Council approved the amended Development Agreement with the RCSD contribution as the sole option and a maximum contribution of \$14 million from the applicant.

The staff reports for aforementioned meetings are linked below:

June 16, 2026, City Council first reading staff report:

<https://d3n9y02raazwpg.cloudfront.net/cityofepa/4aa5d04a-d23d-11f0-bb28-005056a89546-3408cd31-ecd7-4429-9d91-65986d552499-1781373694.pdf>

July 7, 2026, City Council first reading (continued from 6/26/06) staff report:

<https://d3n9y02raazwpg.cloudfront.net/cityofepa/fb790d1b-d23d-11f0-bb28-005056a89546-3408cd31-ecd7-4429-9d91-65986d552499-1783467067.pdf>

The City Council introduced Ordinance (Attachment 1) with the following vote:

AYES: Abrica, Barragan, Dinan, Romero

NOES:

ABSENT:

ABSTAIN: Lincoln

This item is now before the Council for a second reading and adoption of the Ordinance.

Fiscal Impact

The proposed ordinance will not result in any negative fiscal impact to the City.

Public Notice

The public was provided notice by making the agenda and report available on the City's website and on a bulletin board located at City Hall: 2415 University Avenue, East Palo Alto. Additionally, notice was published in the Daily News newspaper. As a legislative action requiring adoption by ordinance, the proposed First Amendment to the DA is subject to the public hearing requirements of Government Code Sections 65867 and 65090, which require published notice in a newspaper of general circulation at least 10 days before the public hearing. Pursuant to Government Code Section 36933, the adopted ordinance must also be published following adoption. The public notice was published in the Palo Alto Daily Journal on June 5, 2026, more than ten days prior to the June 16 hearing date. At the public hearing on June 16, the Council continued the item to July 7, 2026.

Environmental

The proposed First Amendment to the DA does not require further environmental review under the California Environmental Quality Act (CEQA). The environmental effects of the Project were fully analyzed in the certified Environmental Impact Report (EIR) (SCH #2020040270). An addendum to the EIR was adopted on July 16, 2024, for a subsequent design review amendment. The proposed changes to the DA relate to financial terms, timing of obligations, and operational flexibility and will not result in any new significant environmental effects or a substantial increase in the severity of previously identified effects.

The City has determined that the proposed revisions do not require a subsequent or supplemental EIR or Negative Declaration under Public Resources Code Section 21166 or CEQA Guidelines Sections 15162 and 15164, as there are no new significant effects, no substantial changes in the project, no substantial changes in circumstances, and no new information of substantial importance that was not known at the time the EIR was certified.

Government Code § 84308



CONSENT ITEM 3.5

The Levine Act, codified at Government Code Section 84308, requires that Councilmembers disclose, recuse, and cure, where appropriate, any conflicts that arise from receipt of contributions of \$250 or more from a “party,” “participant,” or any of their agents where an agenda item involves an “entitlement for use.” The approval of a development agreement amendment constitutes an entitlement for use and triggers Levine Act requirements. Councilmembers who have received qualifying contributions must disclose and may need to recuse themselves from voting on this item.

Applicability of Levine Act: Yes.

Analysis of Levine Act Compliance: The project Applicant is Sand Hill Property Company and is represented by Michael Kramer. Staff is unaware of any contributions from these parties to Councilmembers that would require disclosure or recusal. Councilmembers should independently confirm they have not received contributions of \$250 or more from any party, participant, or their agents.

Parties: Sand Hill Property Company (Applicant); Michael Kramer (Applicant’s representative); Woodland Park Property Owner A, LLC (Developer).

Participant(s): Staff is unaware of any other parties or participants relevant to the City Council’s consideration of this item at this time.

Attachments:

1. Draft City Council Ordinance Approving the First Amendment to the Development Agreement
2. Draft Development Agreement

ORDINANCE NO. ____ - 2026

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EAST PALO ALTO
APPROVING THE FIRST AMENDMENT TO THE DEVELOPMENT AGREEMENT
BETWEEN THE CITY OF EAST PALO ALTO AND WOODLAND PARK PROPERTY
OWNER A, LLC RELATING TO THE DEVELOPMENT OF THE WOODLAND PARK
EUCLID IMPROVEMENTS PROJECT**

WHEREAS, to strengthen the public planning process, encourage private participation in comprehensive planning and reduce the economic risk of development, the Legislature of the State of California adopted Government Code Sections 65864 et seq. (the "Development Agreement Statute") which authorizes cities to enter into agreements for the development of real property with any person having a legal or equitable interest in such property in order to establish certain development rights in such property; and

WHEREAS, in accordance with the Development Agreement Statute, the City of East Palo Alto enacted Chapter 18.108 of the East Palo Alto Municipal Code (the "Development Agreement Regulations") to implement procedures for the processing and approval of development agreements in accordance with the Development Agreement Statute; and

WHEREAS, Woodland Park Property Owner, LLC ("Former Developer") submitted an application requesting approval of a General Plan Amendment (GP19-001) and Development Code and Zoning Map amendments (ZC19-002), Design Review Permit (DR 19-028), Conditional Use Permit (CUP22-003), Tentative Parcel Map (TTM19-001), and Development Agreement to allow for the construction of a mixed-use residential project containing approximately 605 residential units within three buildings ranging in height from 5 to 13 stories with approximately 605 parking spaces in a structured garage and approximately 2,500 square feet of community function space and 2,215 square feet of neighborhood-serving retail space (the "Project"); and

WHEREAS, pursuant to the Development Agreement Statute and Development Agreement Regulations, the Planning Commission held a duly noticed public hearing on July 25, 2022, on the proposed Project and found the proposed Development Agreement is consistent with the objectives of the general plan and the Westside Area Specific Plan, in conformity with public convenience and beneficial to the public welfare, and will not adversely impact the orderly development of property; and

WHEREAS, the City Council, after published notice, held public hearings on September 6, September 20, October 4, November 1, and November 15, 2022, concerning the proposed Project, including the reports and documents presented by City staff, the Planning Commission's recommendations, and the written and oral comments presented at the public hearings; and

WHEREAS, on November 15, 2022, the City Council adopted Ordinance No. 08-2022 approving the Development Agreement between the City of East Palo Alto and Woodland Park Property Owner, LLC (the "Original Development Agreement"), which was recorded in the Official Records of San Mateo County on June 23, 2023, as Instrument No. 2023-030130; and

WHEREAS, pursuant to an Assignment and Assumption of Development Agreement dated July 21, 2023, and recorded in the Official Records of San Mateo County as Instrument No. 2023-036726, the Original Development Agreement was assigned to Woodland Park Property Owner A, LLC, a Delaware limited liability company ("Developer"), as successor in interest to the Former Developer; and

WHEREAS, on October 4, 2022, the City Council certified the Environmental Impact Report ("EIR") (SCH #2020040270), adopted a Mitigation Monitoring and Reporting Plan, and adopted a Statement of Overriding Considerations for the Project; and

WHEREAS, on July 16, 2024, the City Council adopted an Addendum to the EIR in connection with a design review amendment for the Project; and

WHEREAS, the Developer, through its representative Sand Hill Property Company, has requested a First Amendment to the Development Agreement ("First Amendment") to modify certain provisions of the Original Development Agreement, including but not limited to: (a) Section 4.3.3 regarding the timing of Impact Fee payments; (b) Section 4.5.2 regarding Off-Site Affordable Housing Units; (c) a new Section 4.5.4 regarding an Alternative Compliance Option; (d) Section 5.1.4 regarding Water Infrastructure; (e) Section 5.1.5 regarding Storm Drainage; and (f) Section 10.2 regarding the Right to Assign; and

WHEREAS, the City's Regional Housing Needs Allocation (RHNA) for the 6th Cycle requires the production of 829 new housing units by 2031, and as of 2025, the City had issued building permits for 221 units towards the 829 units; and

WHEREAS, City staff has reviewed the First Amendment and determined that none of the conditions described in Public Resources Code Section 21166 or California Environmental Quality Act ("CEQA") Guidelines Sections 15162 and 15164 requiring preparation of a subsequent or supplemental EIR have occurred; and

WHEREAS, specifically, (i) no substantial changes are proposed to the Project that would require major revisions of the EIR due to the involvement of new significant environmental effects or a substantial increase in the severity of previously identified significant effects; (ii) no substantial changes have occurred with respect to the circumstances under which the Project is undertaken that would require major revisions of the EIR due to the involvement of new significant environmental effects or a substantial increase in the severity of previously identified significant effects; and (iii) no new information of substantial importance, which was not known and could not have been known with the exercise of reasonable diligence at the time the EIR was certified, shows the Project will have new or substantially more severe significant effects, that mitigation measures previously found infeasible would in fact be feasible and would

substantially reduce significant effects, or that mitigation measures or alternatives considerably different from those analyzed in the EIR would substantially reduce significant effects; and

WHEREAS, the City Council has considered the staff report, the First Amendment, the Original Development Agreement, the EIR and its Addendum, and all written and oral testimony presented regarding the proposed First Amendment.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF EAST PALO ALTO DOES ORDAIN AS FOLLOWS:

SECTION 1. Findings and Determination.

The City Council hereby finds and declares the above recitals are true and correct. The City Council further finds that:

1. The provisions of the First Amendment to the Development Agreement are consistent with the City's General Plan and Westside Area Specific Plan as they exist on the effective date of this Ordinance.
2. The provisions of the Development Agreement, as amended by the First Amendment, that constitute the Project's Inclusionary Housing Plan are consistent with East Palo Alto Municipal Code Section 18.37.080(D) and the alternative compliance method proposed provides greater public benefit than would provision of the inclusionary units on-site due to the preservation of on-site rent-controlled units, provision of off-site income-restricted units, and the inclusion of alternative compliance options.
3. The First Amendment does not alter the fundamental terms and conditions of the Original Development Agreement but rather modifies certain implementation provisions to facilitate the timely development of the Project and the delivery of community benefits, affordable housing, and critical infrastructure improvements.
4. **The development agreement is in the best interests of the City;**
This finding can be made because the development agreement amendment continues to include significant community benefits with a term length of seven to twelve years (dependent on if an automatic extension is invoked). The development agreement and community benefits are consistent with Westside Area Plan Policy 5.4, which calls for projects requesting increased intensity to enter into a development agreement and/or pay fees to support the development of new parks, open spaces, infrastructure and community facilities necessary to support a higher level of development on the Westside. In addition, Westside Area Plan Policy 8.4, which calls for new community meeting spaces. The community benefits include a 9,300 square feet new public park, community function space of approximately 2,500 square feet, dedication of approximately 20,350 square feet of roadway right-of-way, bus shelter/transit infrastructure improvements, storm drainage improvements, and a 1.5 million gallon water tank and pump system to improve the overall water conveyance, supply, and pressure in the neighborhood.

5. **The development agreement is consistent with the purpose, intent, goals, policies, programs, and land use designations of the General Plan, any applicable specific plan, and the Development Code;**

This finding can be made because amendment does not propose any changes that would make the project inconsistent. The proposed neighborhood service use is permitted in the Neighborhood Center Overlay Land Use Designation and within the Neighborhood Center zoning district. The multiple family residential use is permitted in the High Density Residential and Urban Residential Land Use Designations in the General Plan and the R-HD and R-UHD Zoning Districts. The purpose of the NCO designation is to support the development of housing at increased intensities with ancillary neighborhood-serving retail uses. The project would provide community space and neighborhood serving retail uses, as well as 605 residential units, 160 of which would be rent-controlled. The project also includes construction of off-site income-restricted affordable housing as alternative compliance with the City's inclusionary housing ordinance, and a Tenant Relocation Plan that is compliant with the City's ordinances and the Westside Area Plan requirements. Further, the proposed project meets all applicable provisions of the Development Code, including the NCO District, and City ordinances and regulations.

6. **The development agreement will promote the public convenience, health, interest, safety and general welfare of the City;**

This finding can be made because the project was designed to ensure public health, safety and general welfare. The amendment does not propose any changes that would impact this finding. The project includes appropriate project setbacks, circulation, and landscaping. The proposed mixed-use project has been designed to be compatible with the NCO zoning district, and mitigation measures identified in the EIR and MMRP prepared for the project are incorporated to avoid potential environmental effects related to public health and safety.

7. **The project will be compatible with the uses authorized in, and the regulations prescribed for, the zone in which the real property is located;**

This finding can be made because there are no changes to the uses. The proposed mixed-use is permitted in the proposed General Plan Neighborhood Center Overlay (NCO) Land Use Designation and within the proposed NCO zoning district. The General Plan and Development Code amendments meet the required findings, as described above. The project site, 2001 Manhattan Avenue, comprises approximately 3.92 acres of land and is occupied 161 existing units and is surrounded by other multiple-family housing development as well as neighborhood

serving commercial uses. Therefore, the proposed mixed-use building will be compatible with the other authorized uses in the area.

8. **The project will not adversely affect the orderly development of property or the preservation of property values;**

This finding can be made as the project, inclusive of the General Plan and Development Code amendments, is consistent with both the General Plan and the Development Code which plan for and regulate the development of property and set forth property value expectations. The amendment does not propose any changes that would impact the finding. The General Plan provides a comprehensive framework for the physical development of the City through 2035 and highlights the project area as appropriate for increases in intensity on a project-by-project basis. The project meets the prerequisites for increases in intensity laid out by Westside Area Plan Policy 5.3, supports the development of new parks, open spaces, infrastructure and community facilities set forth by Westside Area Plan Policy 5.4, and meets application requirements set forth by Westside Area Plan Policy 5.5.

9. **The project will further important Citywide goals and policies that have been officially recognized by the Council; and**

This finding can be made because the proposed project is still consistent with the General Plan and Westside Area Plan, specifically Goals W-1, W-3, and W-5. Westside Area Plan W-1 is to prevent displacement and preserve affordable housing. The project would provide right of return units, temporary units during construction, and other relocation benefits for existing tenants and would include 160 rent-controlled units in the new development. The project would also further Westside Area Plan Goal W-3 by creating new, high-quality affordable housing, both at the project site (rent-controlled units) and at the off-site income restricted affordable housing development. The project would additionally support Westside Area Plan Goal W-5 by developing of new buildings to improve housing opportunities and improve quality of life.

10. **The project will provide the City with important, tangible benefits beyond those that may be required by the City through project conditions of approval**

This finding can be made because the proposed project will continue to provide important and tangible benefits including a community function space, public park, 1.5 million gallon water tank, and bus stop and landscaping improvements around the project site.

SECTION 2. CEQA

The environmental effects of the Project subject to the Development Agreement were analyzed in the Environmental Impact Report (EIR) (SCH #2020040270), Mitigation

Monitoring and Reporting Plan, and Statement of Overriding Considerations, which were certified and adopted by the City Council on October 4, 2022, and an Addendum to the EIR adopted on July 16, 2024.

The City Council finds that, based on the whole of the record before it, including but not limited to the EIR, the EIR Addendum, the Original Development Agreement, and the proposed First Amendment:

(a) No substantial changes are proposed in the Project or with respect to the circumstances under which the Project is undertaken that would require major revisions of the EIR due to the involvement of new significant environmental effects or a substantial increase in the severity of previously identified significant effects;

(b) No new information of substantial importance, which was not known and could not have been known with the exercise of reasonable diligence at the time the EIR was certified, has been identified that shows: (i) the Project will have one or more significant effects not discussed in the EIR; (ii) significant effects previously examined will be substantially more severe than shown in the EIR; (iii) mitigation measures or alternatives previously found to be infeasible would in fact be feasible and would substantially reduce one or more significant effects of the Project; or (iv) mitigation measures or alternatives that are considerably different from those analyzed in the EIR would substantially reduce one or more significant effects on the environment; and

(c) The First Amendment does not change the physical characteristics of the Project, the Project site, the number of residential units, building heights or massing, or any other physical aspect of the Project as previously analyzed in the EIR and EIR Addendum.

SECTION 3. Approval of First Amendment to the Development Agreement

Based on the findings herein and in the resolution included in the above recitals, the City Council hereby approves the First Amendment to the Development Agreement attached hereto as Exhibit 1 and incorporated herein by reference, and authorizes the City Manager to execute the First Amendment, subject to such minor, conforming, or clarifying changes consistent with the terms thereof as may be approved by the City Manager prior to execution thereof, and any and all other documents necessary to effectuate the First Amendment.

SECTION 4. Recording

The City Clerk is hereby directed to record the First Amendment with the County Recorder of San Mateo County within ten (10) days after the effective date of this Ordinance, as required by Government Code Section 65868.5.

SECTION 5. Severability

If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be unconstitutional, invalid or ineffective by a court of competent

jurisdiction, such decision shall not affect the validity or effectiveness of the remaining portions of this Ordinance. The City Council hereby declares that it would have adopted this Ordinance, and each section, subsection, sentence, clause and phrase thereof irrespective of the fact that any one or more sections, subsections, sentences, clauses or phrases be declared unconstitutional, invalid or ineffective.

SECTION 6. Effective Date

This Ordinance shall be in full force and effect thirty (30) days after its adoption.

SECTION 7. Publication

The City Clerk is directed to cause publication of this Ordinance as required by Government Code Section 36933.

INTRODUCED at a regular City Council meeting held _____, 2026, and

PASSED AND ADOPTED this ____ day of ____ 2026, by the following vote:

Ruben Abrica, Vice Mayor

ATTEST:

APPROVED AS TO FORM:

James Colin, City Clerk

John D. Lê, City Attorney

RECORDING REQUESTED BY
AND WHEN RECORDED MAIL TO:

City Clerk's Office
City of East Palo Alto
2415 University Ave.
East Palo Alto, CA 94303

Exempt from Recording Fee Pursuant to
Government Code Section 27383

Space above this line for recorder's use

FIRST AMENDMENT OF DEVELOPMENT AGREEMENT

THIS FIRST AMENDMENT OF DEVELOPMENT AGREEMENT ("First Amendment") is made this ____ day of _____, 2026, ("Effective Date") by and between the City of East Palo Alto, a California municipal corporation (the "City"), and Woodland Park Property Owner A, LLC, a Delaware limited liability company ("Developer"), as successor in interest to Woodland Park Property Owner, LLC, a Delaware limited liability company ("Former Developer").

RECITALS:

A. Developer is the fee owner of that certain real property in the City located at 2021 Euclid Ave., 2025 Euclid Ave., 2031 Euclid Ave., 2041 Euclid Ave. (previously known as 420 E. O'Keefe), 2043 Euclid Ave., 2012 Euclid Ave., 2032 Euclid Ave., 2036 Euclid Ave., 2040 Euclid Ave., 2042 Euclid Ave., 2044 Euclid Ave., 2054 Euclid Ave., 501 O'Connor St., 2001 Manhattan Ave., and 2033 Manhattan Ave., designated as Assessor's Parcel Nos. 063282010, 063282020, 063282030, 063282040, 063282050, 063282060, 06328207, 063282080, 063282090, 063281020, 063281030, 063281040, 063281100, and 063281110, and more particularly described in Exhibit A attached hereto and incorporated herein by this reference (the "Property").

B. The Former Developer and City are parties to a Development Agreement passed and adopted by the City Council on November 15, 2022, by Ordinance No. 07-2022 and recorded in the Official Records of San Mateo County on June 23, 2023, as Instrument No. 2023-030130 (the "Original Development Agreement"), which was assigned to and assumed by Developer in that certain Assignment and Assumption of Development Agreement dated as of July 21, 2023, and recorded in the Official Records of San Mateo County July 31, 2023, as Instrument No. 2023-036726 (the "Assignment").

C. The City's Regional Housing Needs Allocation for the sixth cycle ("RHNA 6") is 829 new housing units by 2031. In 2025, the City reported its RHNA 6 progress to the state and at that time had issued building permits for 221 units toward the 829 units required. The City

also reported pipeline projects anticipated to proceed during the sixth cycle, including the Project, which comprises the largest share of units within the pipeline estimates.

D. Developer has been working to proceed with the Project in compliance with the Original Development Agreement.

E. When they entered into the Original Development Agreement, the parties intended for Developer's affordable housing obligations to be met by the Approved Compliance Option, which entailed the construction of Off-Site AH Units on an Off-Site AH Parcel by AH Developer. As of the date of this First Amendment, Developer and AH Developer have completed the entitlement process for the Off-Site AH Units on an Off-Site AH Parcel located at 851 Weeks Street in East Palo Alto and have applied for several rounds of affordable housing funding, but no funding has been awarded. Developer is working to ensure it can meet its affordable housing obligations so that the Project can be constructed. Certain amendments to the Original Development Agreement are necessary to ensure that affordable housing can be created and the Project can proceed.

F. Developer has also been working to design and construct the water tank and pump system to improve the overall water conveyance, supply, and pressure in the neighborhood, as required by Section 5.1.4 of the Original Development Agreement. Condition of Approval #75 implements the Original Development Agreement. It requires that a 1.5 million gallon water tank at 375 Donohoe Street be constructed in accordance with the Development Agreement unless an alternate option is approved by the City based on the proposed tank design providing adequate storage, flow, and pressure to serve the development. Developer would like the flexibility to pursue a different alternative option that would provide adequate storage, flow, and pressure to serve the development. Analyses completed since the Original Development Agreement indicate that an alternate option could provide adequate storage, flow, and pressure to serve the development, and the alternate option would have smaller visual effects on the neighborhood than the original design.

G. The Development Agreement contemplates different timeframes for the completion of Community Benefits and the payment of impact fees. It also provides for fee credits against Impact Fees payable by Developer. Given the timing differences, it is not possible to know the fee credit amounts prior to the payment of the Impact Fees.

H. Developer and City enter into this Agreement for the purposes of (i) clarifying the Affordable Housing Plan; (ii) clarifying the obligations regarding the construction of a water tank; (iii) clarifying the timing of the payment of Impact Fees to align with the Fee Credit and Community Benefit provisions; and (iv) making certain other adjustments to the Original Development Agreement to facilitate the construction of the Project. The Original Development Agreement, as amended by the Assignment and this First Amendment, shall be referred to herein as the "Development Agreement."

NOW, THEREFORE, in reliance on the foregoing and in consideration of the mutual covenants, agreements and conditions contained herein, and other good and valuable

consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto, intending to be legally bound, hereby agree as follows:

1. Full Force and Effect; Capitalized Terms. Except as amended hereby, the Development Agreement remains unmodified and in full force and effect. All capitalized terms used but not defined in this First Amendment have the meaning set forth in the Original Development Agreement.

2. Off-Site Affordable Housing Units.

a. The first sentence of Section 4.5.2(a) shall be deleted in its entirety and replaced with the following:

Eden Housing or such other affordable housing developer (or partnership or limited liability company controlled by Eden Housing and/or such other affordable housing developer) (the "AH Developer") under appropriate contract with Developer to provide AH Units off-site of the Property ("Off-Site AH Units") will construct a total number of Off-Site AH Units equal to or greater than 20% of the Net New Units (the "Minimum Off-Site AH Units") at one or more off-site parcels in the City owned or controlled partially or entirely by Developer or a Developer Affiliate (the "Off-Site AH Parcel").

b. Section 4.5.2(c) shall be deleted in its entirety and replaced with the following:

Developer shall donate the Off-Site AH Parcel to the AH Developer no later than the issuance by City to the AH Developer of building permits for construction of the Off-Site AH Units on the Off-Site AH Parcel. Concurrently with such donation and following review by Developer, the AH Developer shall execute a regulatory agreement with the City pursuant to the City AH Regulations, to be recorded against the Off-Site AH Parcel. If a regulatory agreement with the City has been recorded against any properties containing Safety Net Units pursuant to Section 4.5.3(g), such regulatory agreement shall be released, in whole or in part, from Safety Net Location title (one for one per AH Unit). Developer also shall provide "gap" financing to the AH Developer ("AH Gap Financing"), with a total value per Off-Site AH Unit (for which building permits have been obtained) equal to the value of the amount of the inclusionary housing in-lieu fee in effect at the time the AH Gap Financing is made to the AH Developer, based on the calculation set forth in the Inclusionary Housing Guidelines in effect as of the Effective Date of this Agreement (the "Guidelines Calculation"), less the amount of the credit set forth in Section 4.5.2(e) below. Developer shall provide the AH Gap Financing prior to or simultaneously with obtaining the first residential building permit. Notwithstanding any provision herein to the contrary, in no event shall Developer be obligated hereunder to construct any Off-Site AH Units. Notwithstanding the foregoing, if the AH

Developer's planning application for the Off-Site AH Units is for greater than the Minimum Off-Site AH Units, the AH Gap Financing shall be reduced on a proportional basis for each additional AH Unit above the Minimum Off-Site AH Units.

c. Section 4.5.2(d) shall be deleted in its entirety and replaced with the following:

The Parties anticipate that, based on the anticipated estimated size of an Off-Site AH Parcel, the AH Developer would construct approximately between 70-89 Off-Site AH Units thereon. If the AH Developer's planning application for the Off-Site AH Units is for fewer than the Minimum Off-Site AH Units, then Developer shall be required to pay to the City upon issuance of building permits for dwelling units in the Project, with respect to each Minimum Off-Site AH Unit not then constructed, an in-lieu fee in the amount of the inclusionary housing in-lieu fee amount in effect at the time of issuance of the first building permit for the Project, based on the Guidelines Calculation (the "AH In-Lieu Fee"). If the AH Developer has not submitted planning applications for the Off-Site AH Units before issuance of the first building permit for the Project because of the occurrence of one or more of the types of events described within the definition of Permitted Delay in Section 1.1.29 or Developer's or AH Developer's inability to obtain Project or other financing (together, "AH Force Majeure"), Developer shall pay the AH In-Lieu Fee at the time such planning applications are submitted but in no event later than the issuance of the first Certificate of Occupancy for the Project. For avoidance of doubt, the AH In-Lieu Fee is intended to cover the difference between the number of Off-Site AH Units actually constructed on the Off-Site AH Parcel and the number of AH Units that would otherwise be required under the City AH Regulations to meet the requirement for Minimum On-Site AH Units in Section 4.5.2(a). The total amount of AH In-Lieu Fees payable under this Section 4.5.2(d) shall be adjusted to reflect any variance in the number of AH Units actually constructed on the Off-Site AH Parcel at the time that building permits are issued for the Off-Site AH Units and also to reflect any Safety Net Units (defined in Section 4.5.3) that remain occupied by households ineligible to occupy an Off-Site AH Unit. Any adjustment to the AH In-Lieu Fees will be further adjusted once a Safety Net Unit tenant ineligible for an Off-Site AH Unit vacates the Safety Net Unit, or their income exceeds that specified in Section 4.5.3(i).

d. Section 4.5.2(e) shall be deleted in its entirety and replaced with the following:

Developer shall receive, for the transfer of the Off-Site AH Parcel pursuant to Section 4.5.2(c) above, a credit (the "AH Credit") against the amount of any AH Gap Financing required to be provided by Developer pursuant to Section 4.5.2(c), equal to the cost of all expenses incurred by

Developer to entitle and develop the Off-Site AH Parcel (including without limitation design, engineering and pre-construction costs) plus the Fair Market Value (as defined and determined below) of the Off-Site AH Parcel as of the date of such transfer. City and Developer shall meet and confer commencing not later than fifteen (15) days prior to the then anticipated date of transfer of the Off-Site AH Parcel, or by such other date as may be mutually agreed upon by the Parties and expiring upon such subsequent date that either Party notifies the other of the termination of such meet and confer process (the "FMV Negotiation Period"), in a good faith effort to reach agreement upon the fair market value of the Off-Site AH Parcel, based upon its highest and best use (the "Fair Market Value"). If City and Developer are unable to agree upon Fair Market Value within the FMV Negotiation Period, City and Developer agree that the Fair Market Value shall be determined by a board of two appraisers (each an "Appraiser"), one of whom shall be named by the City and one of whom shall be named by Developer, both of whom shall appraise the Off-Site AH Parcel based on appraisal instructions mutually agreed upon by the Parties. Developer shall pay the costs of the Appraisers. Each of the Appraisers shall be licensed in the State of California as a real estate appraiser, be a member of the Appraisal Institute, and have at least ten (10) years' experience appraising properties similar to and in the vicinity of the Off-Site AH Parcel. City and Developer agree to make their appointments within fifteen (15) days after the expiration of the FMV Negotiation Period, or by such other date as may be mutually agreed upon by the Parties. Within forty-five (45) days after the expiration of the FMV Negotiation Period, City's Appraiser and Developer's Appraiser shall submit to one another his or her determination of the Fair Market Value. If the determinations by the two Appraisers differ by less than ten percent (10%) of the highest appraisal, then the FMV shall be deemed to be the average of the two determinations. If the preceding sentence does not apply, then City's Appraiser and Developer's Appraiser shall select a third Appraiser (with the same qualifications as set forth above) within fifteen (15) days after the City's Appraiser and Developer's Appraiser submit their determinations to one another. Within ten (10) days after the Third Appraiser is selected, City's Appraiser and Developer's Appraiser shall submit their determinations to the Third Appraiser in order for the Third Appraiser to select either Developer's or City's Appraisers' determination as closest to the Fair Market Value. The third Appraiser shall make such selection within fifteen (15) days after receipt of the City's Appraiser's and Developer's Appraiser's determinations, and such selection by the third Appraiser shall be deemed the Fair Market Value and shall be binding upon the Parties. The Developer shall pay the full cost of the third Appraiser.

3. [Intentionally Omitted.]

4. Alternative Compliance Option. A new Section 4.5.4 shall be added as follows:

Alternative Compliance Option. Notwithstanding anything to the contrary in Section 4.5.2 or 4.5.3; Developer may elect, no later than the time Developer seeks issuance of the first Certificate of Occupancy for dwelling units in the Project, to pursue the following alternative compliance option to fulfill the City AH Regulations in place of complying with the requirements set forth in Sections 4.5.2 and 4.5.3. Fulfilment of the

following alternative compliance option shall be deemed complete satisfaction of the City AH Regulations.

- (a) Alternative Partnership. Developer may enter into an agreement with a non-profit affordable housing developer, developer, or public entity ("Alternative Partner") for the provision of new AH Units within the City of East Palo Alto. Pursuant to the agreement, Developer shall provide "gap" financing in the amount requested by the Alternative Partner up to a total amount of Fourteen Million Dollars (\$14,000,000) of total consideration (including cash and other consideration) to the Alternative Partner to facilitate the construction of AH Units in the City. For the avoidance of doubt, Developer may not decline to provide "gap" financing if the amount requested by the Alternative Partner is less than or equal to Fourteen Million Dollars. Developer shall provide such gap financing to Alternative Partner in one or more phases, prior to or simultaneously with obtaining the first residential building permit for the alternative project, but in no event after the time that Developer obtains the first Certificate of Occupancy for the Project. In no event shall Developer be obligated hereunder to construct any alternative project. The total number of new AH Units provided by the Alternative Partner shall be equal to or greater than the Minimum Off-Site AH Units. Developer and City intend that it will include 25% of the AH Units at or lower than rents affordable to 35% AMI households, 50% of the AH Units at or lower than rents affordable to 50% AMI households, and 25% of the AH Units at or lower than rents affordable to 60% AMI households. The average affordability levels for the AH Units shall be at or lower than rents affordable to 50% AMI households. No AH Unit shall be affordable to higher than 80% AMI households. To the extent permissible pursuant to applicable law, the City's local preference shall apply to the AH Units provided by Alternative Partner. The AH Units shall be encumbered by a recorded regulatory agreement. The Alternative Partner, City, and Developer shall enter into an agreement that addresses the allocation of units for each project's compliance with City AH Regulations (for the avoidance of doubt, it is the City's position that the Alternative Partner shall be required to independently comply with the City AH Regulations and the Minimum Off-Site AH Units shall only be attributed to the Project's satisfaction of the City AH Regulations) (the "Tri-Party Agreement"). Developer agrees to pursue this alternative compliance option for twelve (12) months after the Effective Date of this First Amendment, unless otherwise agreed in writing by City. Developer and City agree to make good faith efforts for Developer and Alternative Partner to enter into an agreement pursuant to this subsection. Good faith efforts must be demonstrated to the City and may include, without limitation, negotiation and execution of the Tri-Party Agreement or providing to the City evidence of Developer's commitment to the Alternative Partner. If Developer determines the

Alternative Partnership option is not feasible, Developer shall provide notice to the City laying out its plan to comply with the City AH Regulations and the Development Agreement, as amended by this First Amendment.

5. New Water Infrastructure. Section 5.1.4 of the Original Development Agreement shall be deleted in its entirety and replaced with the following:

Developer will provide a 1.5 million gallon water tank and pump system (and the land it is on), or such other size or system as may be agreed upon in writing by the City Manager, in coordination with the City of East Palo Alto Public Works and Menlo Fire District, to improve the overall water conveyance, supply, and pressure in the neighborhood. Any proposed alternative design shall be confirmed by a fire flow/pressure analysis, based on the proposed water tank design, confirming the water tank provides adequate storage, flow, and pressure. The design will be completed by the Applicant with review and approval by the City and Menlo Park Fire. In accordance with Section 4.3.3, a portion of this new infrastructure will be credited against the water capacity fees and public facilities fees otherwise payable by Developer for the Project. The cost incurred by the Developer in excess of the required water capacity fees and public facilities fees are considered a community benefit, provided, the cost of the water tank and pump station as well as related land exceeds the required water capacity and public facilities fees by at least \$2,000,000. If the costs incurred by the Developer for the water tank, pump station and related land is less than the sum of the required water capacity fees, the public facilities fees and \$2,000,000, Developer shall pay that difference to the City as a community benefit payment. If for any reason Developer is not required to construct the water tank and pump station, Developer shall be required to pay the required water capacity fees and public facilities fees for the Project and make a community benefit payment to the City of \$2,000,000, to be paid at time of issuance of the first certificate of occupancy.

6. Storm Drainage Improvements. The following sentence shall be added to the end of Section 5.1.5:

For the avoidance of doubt, in the event that the construction costs of the storm drainage infrastructure improvements specified herein are anticipated to or do exceed \$500,000, as such amount is increased each year by the increase in the ENR ("Storm Drainage Cap"), Developer shall provide written notice of the same to the City. Within thirty (30) days of receipt of such notice, City Manager or designee shall elect whether to (a) reduce the scope of the required storm drainage infrastructure improvements so that the construction costs do not exceed the Storm Drainage Cap, (b) agree to pay directly to contractor(s) any construction costs that exceed the Storm

Drainage Cap, (c) elect for City to construct the storm drainage infrastructure improvements and Developer transfers the Storm Drainage Cap amount to the City; (d) elect for costs greater than the Storm Drainage Cap to be offset from legally allowable fees, or (e) any other solution agreed to in writing between Developer and City Manager or designee. In no event shall Developer have any obligation to pay any construction costs for storm drainage infrastructure improvements that exceed the Storm Drainage Cap.

7. Impact Fees. Subsection 4.3.3(b)(i) shall be deleted in its entirety and replaced with the following:

Subject to the provisions of this Section 4.3.3, Developer shall pay all applicable Impact Fees at the time that Developer obtains the first Certificate of Occupancy for the Project.

8. Right to Assign. The following sentence shall be added to the end of Section 10.2:

Developer may retain a portion of the rights, duties, and obligations created by the Agreement with respect to all or a portion of the Property while assigning a different portion of the rights, duties, and obligations created by the Agreement with respect to all or a portion of the Property so long as all of the rights, duties, and obligations created by the Agreement are held by Developer or any predecessor or successor in interest to Developer.

9. Counterparts. This Assignment may be executed in counterparts, each of which shall be deemed an original, and all of which shall be taken together shall be deemed one document.

[Remainder of page intentionally left blank.]

IN WITNESS WHEREOF, the parties have executed this First Amendment effective as of the Effective Date.

CITY OF EAST PALO ALTO,
a municipal corporation

WOODLAND PARK PROPERTY OWNER A,
LLC, a Delaware limited liability company

By: _____
Mayor

Dated: _____

By: _____

Name: _____

Title: _____

Dated: _____

ATTEST:

City Clerk

Dated: _____

APPROVED AS TO FORM:

City Attorney

Dated: _____

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)
County of _____)

On _____, 2026 before me _____, a notary public, personally appeared _____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature of Notary Public

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)
County of _____)

On _____, 2026 before me _____, a notary public, personally appeared _____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature of Notary Public

EXHIBIT A

LEGAL DESCRIPTION OF THE PROPERTY

501 O'Connor Street and 2012 Euclid Avenue

THE LAND REFERRED TO HEREIN BELOW IS SITUATED IN THE CITY OF EAST PALO ALTO, IN THE COUNTY OF SAN MATEO, STATE OF CALIFORNIA, AND IS DESCRIBED AS FOLLOWS:

Beginning at the intersection of the center line of O'Connor Street with the center line of Euclid Avenue running thence Easterly along the center line of O'Connor Street 187.53 feet; thence North 7° 27' East 210.49 feet; thence Westerly 175.40 feet to a point in the center line of Euclid Avenue which said point is distant Northerly 234.09 feet to the point of beginning; thence southerly along the center line of Euclid Avenue, 234.09 feet to the point of beginning. Said description includes within its boundaries Lots Numbered 1, 2 and 3 in Block 9 as shown on that certain Map entitled "Map of Woodland Place, Subdivision No. One of Ravenswood, San Mateo County, California", filed in the Office of the County Recorder of San Mateo County, State of California on August 1, 1910 in Book 7 of Maps at Page 24.

JPN: 063-028-282-01A and 063-028-282-02A

APN: 063-282-010, 063-282-020

2001 Manhattan Avenue

THE LAND REFERRED TO HEREIN BELOW IS SITUATED IN THE CITY OF EAST PALO ALTO, IN THE COUNTY OF SAN MATEO, STATE OF CALIFORNIA, AND IS DESCRIBED AS FOLLOWS:

Beginning at the point of intersection of the centerline of O'Connor Street with the centerline of Manhattan Avenue; running thence North 4° 44' East 229.10 feet to the Easterly prolongation of the Southerly line of the lands described in Deed to Jeanette A. Meek, recorded on April 21, 1913 in Book 224 of Deeds at Page 227, Records of San Mateo County, California; thence Westerly along said last mentioned prolongation and Southerly line 174.85 feet to the centerline of an alley way; thence Southerly along the centerline of said alley way 235.61 feet to the centerline of O'Connor Street; thence Easterly along the centerline of O'Connor Street 184.68 to the point of beginning. Being the property described as Lots Nos. 23 and 24 and the Southerly 25 feet of Lot No. 22 in Block 9, according to that certain Map entitled "Map of Woodland Place Subdivision No. 1 of Ravenswood, San Mateo County, Cal.", filed in the Office of the County Recorder of San Mateo County, State of California on August 1, 1910 in Book 7 of Maps at Page 24. Excepting therefrom that portion thereof conveyed to the third road district of San Mateo County, by Agnes M. West, et al, by Deed dated March 12, 1921 and recorded June 6, 1921 in Book 14, of Official Records at Page 237, Records of San Mateo County, California.

APN: 063-282-090

2021 Euclid Avenue

THE LAND REFERRED TO HEREIN BELOW IS SITUATED IN THE CITY OF EAST PALO ALTO, IN THE COUNTY OF SAN MATEO, STATE OF CALIFORNIA, AND IS DESCRIBED AS FOLLOWS:

LOT 2 AND THE SOUTHWESTERLY 5 FEET, FRONT AND REAR MEASUREMENTS OF LOT 3, BLOCK 10, MAP OF WOODLAND PLACE, SUBDIVISION NO. ONE OF RAVENSWOOD, FILED AUGUST 1, 1910, BOOK 7 OF MAPS, PAGE 24, SAN MATEO COUNTY RECORDS.

JPN: 063-028-281-02A

APN: 063-281-020

2025 Euclid Avenue

THE LAND REFERRED TO HEREIN BELOW IS SITUATED IN THE CITY OF EAST PALO ALTO, IN THE COUNTY OF SAN MATEO, STATE OF CALIFORNIA, AND IS DESCRIBED AS FOLLOWS:

The Northeasterly 45 feet, front and rear measurements of Lot 3 in Block 10 as shown on that certain Map entitled "Map of Woodland Place Subdivision No. 1 of Ravenswood, San Mateo County, California", filed in the Office of the County Recorder of San Mateo County, State of California on August 1, 1910 in Book 7 of Maps at Page 24.

JPN: 063-28-281-03A

APN: 063-281-030

2031 Euclid Avenue

THE LAND REFERRED TO HEREIN BELOW IS SITUATED IN THE CITY OF EAST PALO ALTO, IN THE COUNTY OF SAN MATEO, STATE OF CALIFORNIA, AND IS DESCRIBED AS FOLLOWS:

Lot 4 and the Southerly 1/2, front and rear measurements of Lot 5 in Block 10, as shown on that certain Map entitled "Map of Woodland Place, Subdivision No. 1 of Ravenswood, San Mateo County, California", filed in the Office of the County Recorder of San Mateo County, State of California, on August 1, 1910 in Book 7 of Maps at Page(s) 24.

JPN: 063-028-281-04A

APN: 063-281-040

2032 Euclid Avenue

THE LAND REFERRED TO HEREIN BELOW IS SITUATED IN THE CITY OF EAST PALO ALTO, IN THE COUNTY OF SAN MATEO, STATE OF CALIFORNIA, AND IS DESCRIBED AS FOLLOWS:

Portion of Lots 4 and 5 in Block 9 and portions of Euclid Avenue and the alley adjacent thereto, all as shown on that certain Map entitled "Map of Woodland Place, Subdivision No. One of Ravenswood, San Mateo County, California of Ravenswood Investment Co. Inc.", filed in the Office of the County Recorder of San Mateo County, State of California, on August 1, 1910 in Book 7 of Maps at Page(s) 24, described as: Beginning at a point in the centerline of Euclid Avenue distant thereon North 10° 19' East 234.00 feet from the intersection thereof with the centerline of O'Connor Street; running thence along said centerline of Euclid Avenue, North 10° 19' East 50.03 feet; thence leaving said line South 79° 41' East 172.77 feet to the centerline of alley running through said Block 9; thence along said centerline, South 7° 27' West 50.18 feet and thence North 79° 41' West 175.40 feet to the point of beginning. Excepting therefrom the Northwesterly 20 feet thereof for a public highway.

JPN: 063-028-282-03A

APN: 063-282-030

2033 Manhattan Avenue

THE LAND REFERRED TO HEREIN BELOW IS SITUATED IN THE CITY OF EAST PALO ALTO, IN THE COUNTY OF SAN MATEO, STATE OF CALIFORNIA, AND IS DESCRIBED AS FOLLOWS:

Parcel I:

Portion of Lots 20 and 21 and alley in Block 9, as delineated upon that certain Map entitled "Map of Woodland Place Subdivision No. One of Ravenswood, San Mateo County, California", filed for record in the Office of the Recorder of the County of San Mateo, State of California, on August 1st, 1910 in Book 7 of Maps, at Page 24, more particularly described as: Beginning at a point on the Westerly line of Manhattan Avenue where it is intersected by the line dividing Lots 21 and 22 in said Block 9; thence North 4° 44' East along said Westerly line 28.42 feet to the Southwesterly line of lands described in Deed from Retta J. Donaghu to the State of California, recorded September 7, 1955 in Book 2871, Page 396 of Official Records; thence along said Southwesterly line of a tangent curve to the left with a radius of 60 feet and a central angle of 53° 18' 46" an arc distance of 55.83 feet and North 48° 34' 46" West 117.29 feet to a point in the Northerly line of lands described in Deed from Claude C. Taylor and wife to Retta Donaghu, by Deed recorded November 24, 1942 in Book 1037, Page 410 of Official Records; thence following the boundaries of said last mentioned Deed North 87° West 17.27 feet, South 7° 27' West 145.68 feet and South 87° East 142.50 feet to the point of beginning.

Parcel II:

The Northerly 50 feet front and rear measurements of Lot 22 in Block 9, and the adjacent portion of

the Easterly one-half of unnamed alley way, as delineated upon that certain Map entitled "Map of Woodland Place, Subdivision No. One of Ravenswood, San Mateo County, California", filed for record in the Office of the Recorder of the County of San Mateo, State of California, on August 1st, 1910 in Book 7 of Maps, at Page 24.

JPN: 063-028-282-08A

APN: 063-282-080

2036 Euclid Avenue

THE LAND REFERRED TO HEREIN BELOW IS SITUATED IN THE CITY OF EAST PALO ALTO, IN THE COUNTY OF SAN MATEO, STATE OF CALIFORNIA, AND IS DESCRIBED AS FOLLOWS:

Portion of Lots 5 and 6 in Block 9 and portion of Euclid Avenue and the alley adjacent thereto, all as shown on the Map entitled "Map of Woodland Place Subdivision No. One of Ravenswood, San Mateo County, California", filed in the Office of the County Recorder of San Mateo County, State of California on August 1, 1910 in Book 7 of Maps at Page 24, more particularly described as follows: Beginning at a point in the centerline of Euclid Avenue, distant thereon North 10° 19' East 284.12 feet from the point of intersection thereof with the centerline of O'Connor Street; running thence along said centerline of Euclid Avenue, North 10° 19' East 50.03 feet; thence leaving said line South 79° 41' East 170.13 feet to a point in the centerline of the alley running through said Block; thence along said centerline, South 7° 27' West 50.18 feet and thence North 79° 41' West 172.77 feet to the point of beginning. Excepting therefrom the Northwesterly 20 feet thereof. Also excepting therefrom that parcel of land conveyed to Isabel Lang and husband, by Deed from Elmer D. Cole and wife, dated December 22, 1948 and recorded December 2, 1949 in Book 1753, of Official Records at Page 716, Records of San Mateo County, California.

JPN: 063-028-282-04A

APN: 063-282-040

2040-2042 Euclid Avenue

THE LAND REFERRED TO HEREIN BELOW IS SITUATED IN THE CITY OF EAST PALO ALTO, IN THE COUNTY OF SAN MATEO, STATE OF CALIFORNIA, AND IS DESCRIBED AS FOLLOWS:

PORTION OF LOTS 5 AND 6 IN BLOCK 9, AS DESIGNATED ON THE MAP ENTITLED, "MAP OF WOODLAND PLACE SUBDIVISION NO. ONE OF RAVENSWOOD SAN MATEO COUNTY CALIFORNIA", WHICH MAP WAS FILED IN THE OFFICE OF THE RECORDER OF THE COUNTY OF SAN MATEO, STATE OF CALIFORNIA, ON AUGUST 1, 1910 IN BOOK 7 OF MAPS AT PAGE 24, MORE PARTICULARLY DESCRIBED AS: BEGINNING AT A POINT ON THE CENTERLINE OF EUCLID AVENUE, DISTANT THEREON NORTH 10° 19' EAST 332.15 FEET FROM THE INTERSECTION OF SAID CENTERLINE WITH THE CENTERLINE

OF O'CONNOR STREET, AS SAID AVENUE AND STREET APPEAR ON THE MAP ABOVE REFERRED TO; THENCE RUNNING NORTH 10° 19' EAST AND ALONG SAID CENTERLINE OF EUCLID AVENUE 43.10 FEET, TO THE SOUTHWESTERLY CORNER OF THE LANDS DESCRIBED IN THE DEED FROM DEWEY G. LANG AND WIFE TO ELMER D. COLE AND WIFE, DATED DECEMBER 14, 1948 AND RECORDED DECEMBER 16, 1948 IN BOOK 1604 OF OFFICIAL RECORDS OF SAN MATEO COUNTY, PAGE 3 (67437-H) THENCE SOUTH 79° 41' EAST ALONG THE SOUTHERLY LINE OF THE LAST MENTIONED LANDS 167.99 FEET TO THE WESTERLY LINE OF THE LANDS DESCRIBED IN THE DEED FROM CLAUDE C. TAYLOR AND WIFE TO ROTTA J. DONAGHU, DATED NOVEMBER 20, 1942 AND RECORDED NOVEMBER 24, 1942 IN BOOK 1037 OFFICIAL RECORDS OF SAN MATEO AT PAGE 410 (69331-E); THENCE ALONG THE LAST MENTIONED LINE SOUTH 7° 27' WEST 43.02 FEET MORE OR LESS TO A POINT WHICH BEARS SOUTH 79° 41' EAST 170.23 FEET FROM THE POINT OF BEGINNING; THENCE NORTH 79° 41' WEST 170.23 FEET TO THE POINT OF BEGINNING.

JPN: 063-028-282-05A

APN: 063-282-050

2041 Euclid Avenue, also known as 420 E. O'Keefe

THE LAND REFERRED TO HEREIN BELOW IS SITUATED IN THE CITY OF EAST PALO ALTO, IN THE COUNTY OF SAN MATEO, STATE OF CALIFORNIA, AND IS DESCRIBED AS FOLLOWS:

PORTION OF LOTS 5, 6 AND 7 IN BLOCK 10, AS SHOWN ON THAT CERTAIN MAP ENTITLED "MAP OF WOODLAND PLACE SUBDIVISION NO. ONE OF RAVENSWOOD, SAN MATEO COUNTY, CALIFORNIA, PROPERTY OF RAVENSWOOD INVESTMENT CO., INC.", FILED IN THE OFFICE OF THE COUNTY RECORDER OF SAN MATEO COUNTY, STATE OF CALIFORNIA, ON AUGUST 1, 1910 IN BOOK 7 OF MAPS AT PAGE 24, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT A POINT ON THE WESTERLY BOUNDARY LINE OF SAID BLOCK 10, DISTANT THEREON NORTH 10° 19' EAST 12.87 FEET FROM THE NORTHWESTERLY CORNER OF SAID LOT 6 IN BLOCK 10, SAID POINT OF BEGINNING BEING ON THE SOUTHERLY BOUNDARY LINE OF O'KEEFE STREET, AS ESTABLISHED BY THAT CERTAIN DEED FROM LLOYD G. SLOAN AND IRENE L. SLOAN, HIS WIFE TO THE COUNTY OF SAN MATEO, DATED SEPTEMBER 15, 1961 AND RECORDED NOVEMBER 6, 1961 IN BOOK 4087 OF OFFICIAL RECORDS AT PAGE 338 (FILE NO. 11817-U), RECORDS OF SAN MATEO COUNTY, CALIFORNIA; THENCE FROM SAID TO THE POINT OF BEGINNING ALONG SAID SOUTHERLY LINE OF O'KEEFE STREET, SOUTH 79° 41' EAST 59 FEET; THENCE SOUTH 10° 19' WEST 87.87 FEET; THENCE NORTH 79° 41' WEST 59 FEET TO THE ABOVE MENTIONED WESTERLY LINE OF BLOCK 10; THENCE ALONG SAID LAST MENTIONED LINE, NORTH 10° 19' EAST 87.87 FEET TO THE POINT OF BEGINNING

JPN: 063-028-281-11A

APN: 063-281-110

2043 Euclid Avenue

THE LAND REFERRED TO HEREIN BELOW IS SITUATED IN THE CITY OF EAST PALO ALTO, IN THE COUNTY OF SAN MATEO, STATE OF CALIFORNIA, AND IS DESCRIBED AS FOLLOWS:

Portion of Lots 5, 6 and 7 in Block 10, as shown on that certain Map Entitled "Map of Woodland Place Subdivision No. One of Ravenswood, San Mateo County, California, property of Ravenswood Investment Co., Inc.", filed in the Office of the County Recorder of San Mateo County, State of California, on August 1, 1910 in Book 7 of Maps at Page 24, being more particularly described as follows: Beginning at a point on the Westerly boundary line of Euclid Avenue, at the intersection thereof with the dividing line between Lots 6 and 7 in said Block 10; thence from said point of beginning along said Westerly line of Euclid Avenue, North 10° 19' East, 12.87 feet to the intersection thereof with the Southerly boundary line of O'Keefe Street, as established by that certain Deed from Laurence R. Hubbard and Leona J. Hubbard, his wife, and Kenneth R. Hubbard, to the County of San Mateo, Dated November 21, 1960 and Recorded July 10, 1961 in Book 4014 of Official Records, at Page 243 (File No. 74244-T); thence along said last mentioned line, North 79° 41' West 61 feet; thence leaving said Southerly line of O'Keefe, South 10° 19' West, 87.87 feet; thence parallel with said dividing line between Lots 6 and 7, South 79° 41' East, 61 feet to said Westerly line of Euclid Avenue, thence along said last mentioned line, North 10° 19' East 75 feet to the point of beginning.

JPN: 063-028-281-10A

APN: 063-281-100

2044 Euclid Avenue

THE LAND REFERRED TO HEREIN BELOW IS SITUATED IN THE CITY OF EAST PALO ALTO, IN THE COUNTY OF SAN MATEO, STATE OF CALIFORNIA, AND IS DESCRIBED AS FOLLOWS:

Beginning at a point in the centerline of Euclid Avenue distant thereon North 10° 19' East 375.25 feet from its intersection with the centerline of O'Connor Street; thence from said point of beginning at right angles with Euclid Avenue, South 79° 41' East 167.99 feet, more or less, to the Westerly line of property now or formerly of Retta J. Donaghu; thence along said boundary North 7° 27' East 55.06 feet, more or less, to the Southerly boundary of property conveyed to Richard Jordan and Lillian Jordan, his wife, by Deed dated January 21, 1942 and recorded January 22, 1942 in Book 1005 of Official Records at Page 42; thence along said Southerly boundary North 79° 41' West 165.24 feet to said centerline of Euclid Avenue; thence along said centerline of Euclid Avenue South 10° 19' West 55.00 feet to the point of beginning. Being a portion of Block 9 as shown on that certain Map entitled "Map of Woodland Place Subdivision No. One of Ravenswood, San Mateo County, California, property of Ravenswood Investment Co., Inc.", filed in the Office of the County Recorder of San Mateo County, State of California on August 1, 1910 in Book 7 of Maps at Page 24.

JPN: 063-028-282-06A
APN: 063-282-060

2054 Euclid Avenue

THE LAND REFERRED TO HEREIN BELOW IS SITUATED IN THE CITY OF EAST PALO ALTO, IN THE COUNTY OF SAN MATEO, STATE OF CALIFORNIA, AND IS DESCRIBED AS FOLLOWS:

Portion of Block 9 as shown on that certain Map entitled "Map of Woodland Place, Subdivision No. One or Ravenswood, San Mateo County, California", filed in the Office of the County Recorder of San Mateo County, State of California on August 1, 1910 in Book 7 of Maps at Page 24, more particularly described as follows: Beginning at a point on the Easterly line of Euclid Avenue said point being North 10° 19' East 430.25 feet and South 79° 41' East 30 feet from the intersection of the centerline of Euclid Avenue with the centerline of O'Connor Street as said Avenue and Street are shown on the above mentioned map; thence from said point of beginning South 79° 41' East 135.24 feet, more or less, to the Westerly line of property now or formerly of Claude C. Taylor and wife; thence along said boundary North 7° 27' East 37.47 feet to the Southwesterly line of the lands described in the Deed from Nelson D. Gustin and wife to the State of California dated December 27, 1955 and recorded April 29, 1956 in Book 3009 at Page 327 of Official Records (47170-N); thence Northwesterly along said Southwesterly line 156.66 feet to the said Easterly line of Euclid Avenue; thence along said Easterly line South 10° 19' West 118 feet, more or less, more or less, to the point of beginning.

JPN: 063-02-282-07A
APN: 063-282-070



EAST PALO ALTO CITY COUNCIL STAFF REPORT

DATE: July 21, 2026
TO: Honorable Mayor and Members of the City Council
VIA: Melvin E. Gaines, City Manager
BY: Marissa Silva, Assistant City Clerk
SUBJECT: City Council Meeting Minutes

Recommendation

Adopt the July 7, 2026, City Council Meeting Minutes.

Attachments

1. July 7, 2026, Minutes



EAST PALO ALTO CITY COUNCIL SPECIAL MEETING MINUTES

Tuesday, July 7, 2026, 6:00 PM
EPA Government Center
2415 University Avenue, First Floor
East Palo Alto, CA 94303

1. CALL TO ORDER AND ROLL CALL

Mayor Lincoln called the East Palo Alto City Council Special Meeting to order at 6:05 PM. City Clerk James Colin confirmed a quorum was present.

Attendee Name	Title	Status	Arrived
Webster Lincoln	Mayor	Present	
Ruben Abrica	Vice Mayor	Present	
Carlos Romero	Councilmember	Present	
Mark Dinan	Councilmember	Present	
Martha Barragan	Councilmember	Present (Remote)	

2. APPROVAL OF THE AGENDA

Motion: Councilmember Dinan moved, Councilmember Romero seconded, to continue Item 6.1 (Climate Action Plan Implementation Report) to a future meeting. Motion carried unanimously (5-0). Item 9.3 remained in its original order.

3. APPROVAL OF THE CONSENT CALENDAR

Vice Mayor Arika pulled Item 3.8 for separate discussion. Public comments were received regarding Item 3.3 from Ravneel, Sisilia Finefeuiaki, and Gail Dixon.

Motion: Councilmember Romero moved; Councilmember Dinan seconded to approve the Consent Calendar, excluding Item 3.8. Motion carried unanimously.

3.8 City Anniversary Proclamation

Vice Mayor Abrica offered remarks recognizing the City's 43rd Anniversary of Incorporation.

Motion: Vice Mayor Abrica moved; Councilmember Romero seconded to approve the proclamation. Motion carried unanimously.

4. CLOSED SESSION

5. PUBLIC COMMENT

The following speakers provided public comments: Ariana Soria, Ravneel, Meda Okelo, Gail Dixon, Deborah Lewis-Virges, Mario, Michael Francois, Frances Gatson, Donna Rutherford, and Bernice Turner.

6. INFORMATIONAL REPORTS

6.1 Climate Action Plan Implementation Report

Item moved to future meeting.

7. SPECIAL PRESENTATIONS

8. POLICY AND ACTION

8.1 Measure HH Workforce Development Program Request for Proposals

Staff presented the item. Following Council discussion, Council directed staff to bifurcate the RFP process.

Motion: Councilmember Romero moved, Vice Mayor Abrica seconded, to bifurcate the RFP and appropriate \$300,000. Motion carried unanimously.

Public comment was heard from Gail Dixon.

9. PUBLIC HEARINGS

9.1 Temporary Housing Development Incentive Program Ordinance Introduction

Staff presented the item, and public comment was received. Council approved a limited exemption for projects of 20 units or fewer.

Motion: Councilmember Dinan moved; Councilmember Barragan seconded to introduce the ordinance as amended. Motion carried 3-2.

Motion: Mayor Lincoln moved, Vice Mayor Abrica seconded to amend the Street Level Advisors agreement. Motion carried unanimously.

Following public comment from Francisca Guzman, Laura Rubio, Sisilia Afungia, Deborah Lewis-Virges, Sharifa Wilson, Owen Byrd, Ravneel, Sarah Hoffmon, Daniel Ortiz, Michael Mashack, Larry Moody, Angelica, Roberto Arias, Roland Ghirdy, Antonia Almatan, Gail Dixon, Mario, Angah Miessi, Michael Francois, and Omowale, Satterwhite, Javanni Brown, Lourdes Best, and council discussion, no action was taken to introduce the ordinance.

9.2 General Obligation Bond Measure

Staff presented the proposed \$125 million bond measure. Public comment was received.

Motion: Mayor Lincoln moved, Councilmember Dinan seconded to adopt the resolution and introduce the ordinance. Motion carried 4-1, with Councilmember Romero dissenting.

Public comment was heard from Javanni Brown, Ravneel, Fili, Mario

9.3 Sand Hill Development Agreement Amendment

Mayor Lincoln recused himself. Vice Mayor Abrica presided.

Motion: Councilmember Romero moved, and Councilmember Dinan seconded, to introduce the ordinance approving the First Amendment. Motion carried 4-0.

Public comment was heard from Gina Sudaria, Jayla Livingston, Rocia Valdovinos, Katia Kamangar, Ken Chen, Zoom User, Fili, Kim Chende, Ravneel, Leticia Martinez, Veronica Reyes, Teresa Morales, Oliver Santiago Mendez, Rhonda White, and Gail Dixon.

10. ADJOURN CITY COUNCIL SPECIAL MEETING AND RECONVENE TO THE EAST PALO ALTO SANITARY DISTRICT

11. EPASD CONSENT CALENDAR

11.1 Award of Contract for EPASD design projects 1.1 and 1.2

Motion: Councilmember Romero moved, and Councilmember Barragan seconded to approve the EPASD Consent Calendar. Motion carried 4-0.

12. EPASD PUBLIC COMMENT

13. EPASD PUBLIC HEARING

13.1 Acceptance of East Palo Alto Sanitary District Sewer Capacity Fee Update Study and Adoption of Updated Sewer Capacity Fee

Staff presented the Sewer Capacity Fee Update Study.

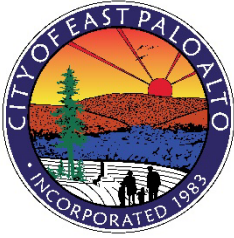
Motion: Councilmember Dinan moved, and Councilmember Romero seconded to adopt the resolution approving the updated sewer capacity fee of \$10,115 per EDU. Motion carried 4-0.

14. ADJOURN EAST PALO ALTO SANITARY DISTRICT MEETING AND RECONVENE THE CITY COUNCIL SPECIAL MEETING

15. COUNCIL REPORTS

16. ADJOURNMENT

Mayor Lincoln adjourned the meeting at 12:46 AM



EAST PALO ALTO CITY COUNCIL STAFF REPORT

DATE: July 21, 2026

TO: Honorable Mayor and Members of the City Council

VIA: Melvin E. Gaines, City Manager

BY: Regina Rubier, Interim Assistant to the City Manager
Shiri Klima, Assistant City Manager

SUBJECT: City Council Strategic Priorities Fiscal Years (FY) 2025-27 Work Plan – Fourth Quarter Status Update

Recommendation

Staff recommends that the City Council receive a fourth quarter update on the City Council Strategic Priorities FY 2025-27 Work Plan, ask clarifying questions, and provide feedback.

Executive Summary

This report provides an update on the City Council Strategic Priorities FY 2025–27 Work Plan, which outlines the projects and initiatives advancing the City Council's adopted FY 2025–29 Strategic Priorities. The Work Plan serves as a roadmap for implementing the City Council's strategic goals through coordinated, measurable actions across departments, ensuring continued alignment between City Council direction, community priorities, and City operations. This update pertains to the fourth quarter (Q4) of the Work Plan, which began on April 1, 2026, and ended on June 30, 2026.

Alignment with City Council Strategic Plan

This recommendation is primarily aligned with:

Priority: Civic Engagement
Priority: Comprehensive Housing
Priority: Governance, Organizational Strength, and Fiscal Sustainability
Priority: Land Use, Economic and Workforce Development
Priority: Parks, Recreation, and Community Facilities
Priority: Public Health, Safety, and Quality of Life

INFORMATIONAL REPORT 6.2

Priority: Public Infrastructure and Utilities

Background

On June 17, 2025, the City Council adopted its FY 2025-2029 Strategic Priorities and accompanying FY 2025-27 Work Plan, establishing a strategic framework with particular steps to guide the City's policy direction, resource allocation, and program delivery. These documents represent a coordinated plan for addressing community needs and strengthening organizational capacity over the next several years. They are collectively available at www.cityofepa.org/sites/default/files/fileattachments/city_council/page/13631/epa_strategicplan_7.1.25_final.pdf.

The Council Priorities serve as overarching focus areas that shape how the City directs its efforts and investments. They reflect the collective input of residents, stakeholders, and community leaders who participated in a robust engagement process in the spring of 2025 to identify East Palo Alto's most critical challenges and opportunities. By defining clear priorities, the City Council provided policy direction to the City Manager and ensured staff remained focused on initiatives that advance community well-being and measurable results.

The Council Council's Strategic Priorities for FY 2025 through FY 2029 are:

- **Civic Engagement:** Provide diverse and inclusive opportunities for all EPA community members to participate in City meetings, have a voice in City affairs, and develop leadership skills for EPA youth.
- **Comprehensive Housing:** Increase the City's housing stock at all income levels (from affordable to market rate), facilitate pathways to homeownership, and prevent displacement of existing residents.
- **Governance, Organizational Strength, and Fiscal Sustainability:** Strengthen the City's internal capacity, transparency, and long-term financial health by improving core operation, investing in workforce and systems, and implementing data-informed strategies to ensure effective service delivery, accountability, and fiscal resilience.
- **Land Use, Economic, and Workforce Development:** Support balanced development that attracts investment, strengthens local businesses, reduces economic leakage, and expands access to quality jobs and services that meet local needs.
- **Parks, Recreation, and Community Facilities:** Invest in the modernization and expansion of the City's parks, recreation, and community facilities and services to increase residents' access to open spaces and recreational opportunities.
- **Public Health, Safety, and Quality of Life:** Implement and enforce strategies to ensure public safety, improve the livability of neighborhoods, and prepare the City for disasters and emergencies.
- **Public Infrastructure and Utilities:** Maintain, modernize, and expand the City's physical infrastructure (streets, sidewalks, utilities) to support existing homes and businesses, and new development.

The FY 2025–2029 Strategic Priorities and FY 2025-27 Work Plan were refined in tandem and adopted together to ensure alignment between strategic goals and implementation activities.

INFORMATIONAL REPORT 6.2

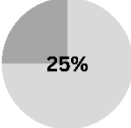
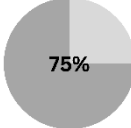
While the Council Priorities establish the City's long-term focus areas, the Work Plan translates those priorities into specific, actionable projects and programs that can be tracked and reported to the City Council and community.

The two-year work plan spreads project execution over fiscal years 2025-26 and 2026-27 based on staff capacity to undertake projects given existing workloads. This report and Attachment 1 provide an update on the City's progress implementing the Work Plan from July 1, 2025, through June 30, 2026. Year two of the Work Plan implementation began July 1, 2026. While some projects were completed as of July 1, staff would not have capacity to undertake new projects without deferring or canceling existing projects planned for FY 2026-27.

Analysis

The FY 2025–27 Work Plan includes 59 projects, and the following table shows their statuses at the end of the fourth quarter.

Table 1: Project Status as of June 30, 2026

Project Completion Status	Not Yet Scheduled to Begin	Deferred	25% Complete 	50% Complete 	75% Complete 	100% Complete 
# of Projects as of End of Q2 (12/31/25)	2	4	25	12	12	4
# of Projects as of End of Q3 (3/31/26)	1	2	16	17	13	10
# of Projects as of End of Q4 (6/30/26)	0	2	13	19	10	15

At the close of Q4, of the 59 projects:

- **3%** have been **deferred** (2 projects).
- **22%** are **a quarter complete** (13 projects).
- **34%** of the projects are **half complete** (19 projects).
- **17%** are **three-quarters complete** (10 projects).
- **25%** of the projects are **completed** (15 projects).

INFORMATIONAL REPORT 6.2

A total of 5 projects progressed to 100% completion during the fourth quarter; these projects are noted below with an asterisk (*). This brought the total number of completed projects from 10 at the end of Q3 to 15 at the end of Q4. Many completed projects require subsequent operational actions that require significant staff effort. The completed projects are:

1. Develop Recommendations for Youth Commission (CIV-1): The City Council approved establishing a youth commission and youth task force in January 2026. Staff are now working with consultants to launch and manage the commission and task force.
2. Complete Construction of 965 Weeks/Colibri Commons (CH-1): Staff completed final inspections and issued the final Certificate of Occupancy in December 2025, delivering 136 units of affordable housing.
3. Update the Zoning Code* (CH-8): In 2026, staff brought forth the Development Code Text Amendment to Planning Commission on March 23 and to the City Council on April 21 (first reading), May 5 (first reading continued), and June 2 (adoption). This Text Amendment addressed changes in site design, architectural standards, corner lot standards, refueling and service stations, setbacks of multi-family zones, tree removals, temporary use permits (TUPs), alcohol sales at eating establishments, conditional use permits (CUPs) for public and private schools, home occupations, and other areas.
4. Develop a Citywide Information Systems Master Plan* (GOV-4): Beginning in late 2025, staff worked with a consultant to draft a Citywide Information Systems Master Plan, which was adopted by the City Council on April 7, 2026. That plan lays out the current state of the City's technological landscape and then creates a five-year implementation plan, which will be reviewed annually, to roll out various technological improvements.
5. Create an Economic Development Strategic Plan (LU-2): Complete. The strategic plan and implementation plans were approved by the City Council in Q3. Staff is now executing the Implementation Plan that the City Council approved March 17, 2026.
6. Construct Access Improvements at Rutgers Street/Bay Trail (PR-3): The Rutgers Street Bay Trail access improvements are complete, and the entrance is now open to the public.
7. Expand EPACENTER Services and Programs Through City Funding (PR-6): Staff executed a funding agreement with EPACENTER, and programming began in Fall 2025. Staff continues to manage the agreement which has a term through November 15, 2026. The City Council approved continued funding for this effort during the FY 2026-27 Budget Adoption, so staff will continue to oversee program implementation through FY 2026-27 and beyond (until the end of the amended contract term).
8. Expand Access to YMCA Programming and Services for the Greater East Palo Alto Community (PR-11): Staff executed a funding agreement with the YMCA, and programming began in Fall 2025. Staff continues to monitor the program. The agreement term goes through June 30, 2026. The City Council approved continued funding for this effort during the FY 2026-27 Budget Adoption, so staff will continue to oversee program implementation through FY 2026-27 and beyond (until the end of the amended contract term).

INFORMATIONAL REPORT 6.2

9. Expand Parking Enforcement Capacity (PH-1): The new service model with LAZ Parking was executed and went into effect in April 2026. Staff continues to oversee implementation of the program and actively monitor parking enforcement efforts.
10. Implement a Crime Data Analysis Platform for the Police Department* (PH-2): EPA PD staff have been coordinating with County staff to explore a countywide system as the City's platform. Staff completed initial testing, implemented the software, and are now initiating training.
11. Update the Safety Element of the General Plan* (PH-9): The Safety and Noise Elements combined identify potential natural and human-caused hazards that could affect residents, businesses, infrastructure and public services. The purpose of the Safety Element is to establish a comprehensive framework that identifies and anticipates these hazards and prepares the community to minimize associated risks and impacts. After Planning Commission recommended adoption by a vote of 7-0, the City Council adopted this Safety Element on June 2, 2026.
12. Construct Bicycle/Pedestrian Overcrossing at University Ave (PI-7): Construction is finished, and a ribbon-cutting was held in early Spring 2026.
13. Construct Full Trash Capture Devices to Meet Stormwater Compliance Requirements* (PI-8): The project launched in January 2026 and was completed in March 2026, successfully improving the City's stormwater system and supporting compliance with applicable regulatory requirements.
14. Construct Mini Roundabouts on Pulgas Avenue (PI-9): Construction is finished, and a ribbon-cutting was held in early Spring 2026.
15. Develop Citywide Sewer Infrastructure Master Plan (PI-11): The EPASD Board adopted a sewer system master plan in July 2025. The Master Plan includes \$77 million in projects. The Board/City Council authorized advancement of two projects in the current fiscal year.

As of the close of Q4, there are still 2 deferred projects. Public Health, Safety, and Quality of Life priority project PH-6: Maintain Senior/Disabled Emergency Contact Database (PH-6) was originally expected to begin during FY 2026-27 but was deferred until Fall of 2026. If advanced as scheduled, future updates will show this project as in progress.

Governance, Organizational Strength, and Fiscal Sustainability priority project GOV-5: Implement a Centralized Grants Management System was also deferred during FY 2026-27. This project is scoped as implementing a new software to manage both grants the City disseminates to nonprofit entities as well as grants the City obtains from federal, State, County, and private entities.

During the process to develop the Citywide Information Systems Master Plan, staff and the consultant determined that an optimal grants management system would be one that is integrated into, or compatible with, the City's Enterprise Resource Planning (ERP) system (a system that integrates key organizational processes such as finance, human resources, procurement, etc.). The consultant who drafted the Citywide Information Systems Master Plan

INFORMATIONAL REPORT 6.2

recommended the City evaluate its current ERP in FY 2026-27 and potentially roll out a new ERP (if we need one) in FY 2027-28. Because the grants management software would either be a part of or linked to the City's ERP, the City should complete review of, and potential movement from, the existing ERP prior to implementing a new grants management system.

Thus, staff have deferred implementation of a centralized grants management system. However, the need for better grants management in the interim persists. A cross-departmental team of City staff recently engaged in Pause for Change, a methodology to address challenges more effectively, using fewer resources while achieving greater results. One of the Pause for Change challenges was focused on improving the City's approach to grants management. This team presented preliminary ideas at the end of Fiscal Year 2025-26 and are expected to present final recommendations for improving grants management without a robust new technology during the first quarter of FY 2026-27.

Next Steps

Staff will proceed to work on the pending strategic priority projects and will provide a progress update on the fifth quarter implementation (or the first quarter implementation in the second year) of the FY 2025-27 Work Plan in October 2026.

Fiscal Impact

There is no fiscal impact for this item.

Public Notice

The public was provided notice by making the agenda and report available on the City's website and on a bulletin board located at City Hall: 2415 University Avenue, East Palo Alto.

Environmental

The action being considered does not constitute a "Project" within the meaning of the California Environmental Quality Act (CEQA), pursuant to CEQA Guideline section 15378 (b)(5), in that it is a government administrative activity that will not result in direct or indirect changes in the environment.

Government Code § 84308

Applicability of Levine Act: No, as this item does not entail an entitlement.

Analysis of Levine Act Compliance: Not applicable.

Attachments

1. Council Strategic Priorities Work Plan Update April 1, 2026, through June 30, 2026

FY 2025–27 Strategic Priorities Work Plan Projects — Q4 Update

GOAL	PROJECT NAME	DEPARTMENT	PROJECT START	PROJECT FINISH	Q4 % COMPLETE	PROJECT PROGRESS FROM Q3 TO Q4
CIV-1	Develop Recommendations for Establishing a Youth Commission or Alternative Youth Civic Engagement Program	City Manager's Office	7/1/2025	3/31/2026	100	Complete
Q4 STATUS UPDATE:						

GOAL	PROJECT NAME	DEPARTMENT	PROJECT START	PROJECT FINISH	Q4 % COMPLETE	PROJECT PROGRESS FROM Q3 TO Q4
CIV-2	Implement Sister City and Cultural Exchange Initiative	City Clerk	7/1/2026	6/30/2027	75	Progressed
Q4 STATUS UPDATE:						
Staff prepared for the Tongan Delegation by finalizing reception logistics, coordinating with community and cultural organizations, and developing commemorative materials. The delegation arrived on May 6 and participated in a welcoming dinner, followed by formal events from May 10–15. An opening ceremony was held on May 11, and the formal signing occurred on May 15. Throughout the visit, the delegation met with community partners including JobTrain, Ravenswood City School District, StreetCode Academy, Amazon, and regional partners including Meta and Google. Staff are now coordinating with the delegation to schedule a follow-up visit to Tonga.						

GOAL	PROJECT NAME	DEPARTMENT	PROJECT START	PROJECT FINISH	Q4 % COMPLETE	PROJECT PROGRESS FROM Q3 TO Q4
CH-1	Complete Construction of 965 Weeks/Colibri Commons	Community and Economic Development	7/1/2025	9/30/2025	100	Complete

Q4 STATUS UPDATE:

On May 20, 2026, Community partners and public and private-sector stakeholders came together for a ribbon cutting to celebrate the grand opening of the Colibri Commons.

GOAL	PROJECT NAME	DEPARTMENT	PROJECT START	PROJECT FINISH	Q4 % COMPLETE	PROJECT PROGRESS FROM Q3 TO Q4
CH-2	Develop and Launch Home Repair Program	Community and Economic Development	4/1/2026	6/30/2027	50	Continuing as Planned

Q4 STATUS UPDATE:

The City approved \$800,000 for home repair programs during the July 23, 2026 budget approval process. Staff finalized the Major Home Repairs Program guidelines and will present them to City Council for approval on July 21, 2026. For the Minor Home Repairs Program, the project is currently estimated at 50% completion because funding is expected to begin July 1, 2026. In early 2026, the County led a competitive selection process for a nonprofit provider, with City staff participating in the evaluation. Climate Resilient Communities (CRC) was selected to administer the program, including homeowner applications, eligibility verification, cost estimates, construction coordination, and compliance monitoring. The County will oversee reimbursements and program compliance. The County completed program guidelines, public outreach, and coordination with CRC, including a June 3, 2026 kickoff meeting. Staff expects strong demand and anticipates that all available funds will be used to support essential home repairs, improve housing safety, and assist vulnerable residents. The Minor Home Repairs item will also be presented at the July 21 City Council meeting.

GOAL	PROJECT NAME	DEPARTMENT	PROJECT START	PROJECT FINISH	Q4 % COMPLETE	PROJECT PROGRESS FROM Q3 TO Q4
CH-3	Establish Rent Registry for Both Rent-Stabilized and Market-Rate Rental Units	Community and Economic Development	7/1/2025	3/31/2027	25	Continuing as Planned

Q4 STATUS UPDATE:

This project experienced significant delay from the transition to new software. Staff now has a new workplan with Tolemi and rental registration for rent-stabilized units is expected to be able to work in the new software by Thanksgiving. From there, we will roll out additional functions, such as rent increases, changes in tenancy, notices of termination and landlord and tenant petitions. Once these functions all work, Tolemi will turn to market-rate rental units.

GOAL	PROJECT NAME	DEPARTMENT	PROJECT START	PROJECT FINISH	Q4 % COMPLETE	PROJECT PROGRESS FROM Q3 TO Q4
CH-4	Research Feasibility of a Financial Empowerment and Foreclosure Prevention Program	Community and Economic Development	1/1/2026	9/30/2026	75	Continuing as Planned

Q4 STATUS UPDATE:

Following the City Council's approval of funding and contract authorization, staff issued a Request for Proposals (RFP) to identify qualified service providers for foreclosure prevention services. After completing the procurement process, staff launched the Pilot Foreclosure Prevention Program to provide resources and assistance to homeowners at risk of foreclosure. The pilot is intended to evaluate the effectiveness of foreclosure prevention strategies, assess community needs, and measure program outcomes. Staff will provide the City Council with a comprehensive update on the program's first-year performance, including key outcomes, challenges, and recommendations for future implementation, in Fall 2026 (anticipated in November 2026 or earlier, if available). On May 5, 2026, staff presented first time homebuyer research, and within that, the potential design of homebuyer education and counseling that supports prospective homebuyers to navigate the complex home purchasing process and connect them with existing financing tools, including workshops covering budgeting, credit readiness, mortgage products, and the purpose process, one-on-one counseling to assess readiness and identify appropriate loan programs, and more, with the goal of preventing foreclosures by bolstering homebuying education.

GOAL	PROJECT NAME	DEPARTMENT	PROJECT START	PROJECT FINISH	Q4 % COMPLETE	PROJECT PROGRESS FROM Q3 TO Q4
CH-5	Research Feasibility of a First-Time Homebuyer Assistance Program	Community and Economic Development	10/1/2025	9/30/2026	75	Progressed

Q4 STATUS UPDATE:

At the May 5, 2026, City Council meeting, staff presented research on the feasibility of establishing first-time homebuyer assistance programs, as directed by the City Council. The research included an overview of potential program models, funding considerations, and best practices from other jurisdictions. This initial research phase has been completed. Following the presentation, the City Council directed staff to conduct additional research and develop more detailed recommendations regarding program design, implementation, staffing requirements, and funding needs. Staff will return to the City Council with program proposals and associated cost estimates in November 2026, or earlier if the work is completed ahead of schedule. For Strategic Plan reporting purposes, staff recommends one of the following approaches: Option 1: Mark this Strategic Priority as 100% complete, as the original Council direction to research the feasibility of first-time homebuyer programs has been fulfilled and establish a new Strategic Plan action item to capture the additional work directed by the City Council. Option 2: Mark this Strategic Priority as 50% complete, reflecting that while the feasibility research has been completed, staff is still developing detailed program recommendations for future Council consideration. The additional research and program development will evaluate the following potential first-time homebuyer assistance initiatives: Homebuyer education and counseling programs. Mortgage interest rate reduction or buydown assistance (of particular interest to Councilmember Lincoln). Closing cost assistance programs. Down payment assistance for Below Market Rate (BMR) housing units (of particular interest to Councilmember Lincoln). Opportunities to partner with or incorporate Community Land Trusts into affordable homeownership strategies (of particular interest to Councilmember Romero). Partnership opportunities with external agencies and organizations to leverage and pool funding resources for first-time homebuyer assistance programs.

GOAL	PROJECT NAME	DEPARTMENT	PROJECT START	PROJECT FINISH	Q4 % COMPLETE	PROJECT PROGRESS FROM Q3 TO Q4
CH-6	Research Feasibility of a Residential Rental Inspection Program	Community and Economic Development	7/1/2025	6/30/2026	25	Continuing as Planned

Q4 STATUS UPDATE:

An initial draft framework has been developed, supported by preliminary research on comparable program models and funding approaches. Next steps including refinement of the analysis and confirmation of timing for City Council consideration.

GOAL	PROJECT NAME	DEPARTMENT	PROJECT START	PROJECT FINISH	Q4 % COMPLETE	PROJECT PROGRESS FROM Q3 TO Q4
CH-7	Update the Inclusionary Housing Ordinance	Community and Economic Development	7/1/2025	6/30/2027	50	Progressed

Q4 STATUS UPDATE:

Staff along with the consultant drafted Temporary Housing Development Incentive Program (THDIP). Staff and the consultant prepared the staff report and presentation of the draft THDIP and held the first public hearing.

GOAL	PROJECT NAME	DEPARTMENT	PROJECT START	PROJECT FINISH	Q4 % COMPLETE	PROJECT PROGRESS FROM Q3 TO Q4
CH-8	Update the Zoning Code	Community and Economic Development	7/1/2025	6/30/2026	100	Complete

Q4 STATUS UPDATE:

Adopted the new Zoning Code with a second reading at the June 2, 2026 City Council meeting.

GOAL	PROJECT NAME	DEPARTMENT	PROJECT START	PROJECT FINISH	Q4 % COMPLETE	PROJECT PROGRESS FROM Q3 TO Q4
GOV-1	Collaborate with the SMC Libraries to Identify and Implement a Comprehensive Funding Strategy for Library	City Manager's Office	7/1/2025	6/30/2027	50	Continuing as Planned

Q4 STATUS UPDATE:

During Q4, the City advanced planning and funding strategy efforts for the new Civic Center facility. Arctec is currently working on the project, which involves revisions to a previously approved and entitled development. Staff has provided Arctec with the complete list of applicable template conditions, and they are currently reviewing these requirements as part of the design process. The project design is expected to take approximately five to six months to complete, during which the plans will be refined and updated to ensure they comply with all applicable conditions and project requirements before moving forward to the next phase. The project team is advancing site and entitlement planning activities through the summer, with internal layout and programming anticipated to begin in late summer in coordination with project partners. Progress continues to depend on alignment of funding, design, and stakeholder coordination, with increased momentum across both fundraising and planning efforts.

GOAL	PROJECT NAME	DEPARTMENT	PROJECT START	PROJECT FINISH	Q4 % COMPLETE	PROJECT PROGRESS FROM Q3 TO Q4
GOV-2	Conduct Council Term Limit Policy Research	City Clerk	10/1/2025	9/30/2026	75	Progressed

Q4 STATUS UPDATE:

Staff conducted substantive research, prepared a staff report, and presented at the City Council meetings on March 3, March 5 and May 12. The City Council approved a resolution to place this ballot measure on the November 2026 election. Next, staff will need to work with the County to place the measure on the November ballot.

GOAL	PROJECT NAME	DEPARTMENT	PROJECT START	PROJECT FINISH	Q4 % COMPLETE	PROJECT PROGRESS FROM Q3 TO Q4
GOV-3	Develop a 10-Year Fiscal Strategy and Address the Structural Deficit	Finance	7/1/2025	3/31/2026	25	Continuing as Planned

Q4 STATUS UPDATE:

We have selected a consultant and completed the project kick-off meeting. During the meeting, the consultant provided a list of data and information needed to begin the analysis. Staff is currently compiling the requested information so the consultant can proceed with the development of the long-term fiscal strategy.

GOAL	PROJECT NAME	DEPARTMENT	PROJECT START	PROJECT FINISH	Q4 % COMPLETE	PROJECT PROGRESS FROM Q3 TO Q4
GOV-4	Develop a Citywide Information Systems Master Plan	City Manager's Office	7/1/2025	6/30/2026	100	Complete

Q4 STATUS UPDATE:

The completed plan was presented to and approved by the City Council on April 7, 2026.

GOAL	PROJECT NAME	DEPARTMENT	PROJECT START	PROJECT FINISH	Q4 % COMPLETE	PROJECT PROGRESS FROM Q3 TO Q4
GOV-5	Implement a Centralized Grants Management System	Finance	7/1/2026	12/31/2026	Deferred	Deferred

Q4 STATUS UPDATE:

This software rollout is scheduled in the IT Strategic Plan for FY 28-29.

GOAL	PROJECT NAME	DEPARTMENT	PROJECT START	PROJECT FINISH	Q4 % COMPLETE	PROJECT PROGRESS FROM Q3 TO Q4
GOV-6	Prepare 2026 Ballot Measure to Raise Revenue for Infrastructure Improvements and Public Facilities	City Manager's Office	7/1/2025	12/31/2026	75	Progressed

Q4 STATUS UPDATE:

In April through June we prepared the staff report for the City Council to take action to place the initiative on the ballot, set up educational sessions about the ballot measure, set up the vehicle for donating funds, and prepared educational materials.

GOAL	PROJECT NAME	DEPARTMENT	PROJECT START	PROJECT FINISH	Q4 % COMPLETE	PROJECT PROGRESS FROM Q3 TO Q4
GOV-7	Update the City's Personnel Policies and Procedures	City Manager's Office	1/1/2026	6/30/2027	25	Continuing as Planned

Q4 STATUS UPDATE:

Outside Counsel has completed preliminary legal review of prior version of the Personnel Policies and Procedures. Next, we are drafting new policies and procedures to address issues not in the prior version of the PPPs; this will go to City Manager's review in the winter.

GOAL	PROJECT NAME	DEPARTMENT	PROJECT START	PROJECT FINISH	Q4 % COMPLETE	PROJECT PROGRESS FROM Q3 TO Q4
GOV-8	Upgrade and Launch New City Website	City Clerk	7/1/2025	6/30/2027	25	Continuing as Planned

Q4 STATUS UPDATE:

Progress has been impacted by staffing constraints and shifting departmental priorities, including increased scope for the Sister Cities initiative and lack of key administrative staff members (Front Desk Assistant and Executive Assistant). Staff continue to conduct preliminary research, including analytics review and an inventory scan of the current website.

GOAL	PROJECT NAME	DEPARTMENT	PROJECT START	PROJECT FINISH	Q4 % COMPLETE	PROJECT PROGRESS FROM Q3 TO Q4
LU-1	Conclude Measure HH Pilot Evaluation and Initiate Ongoing Workforce Development Program	Community and Economic Development	7/1/2025	6/30/2027	75	Continuing as Planned

Q4 STATUS UPDATE:

Received Council approval of \$1,100,000 funding allocation in Measure HH funds. Staff finalized the draft Request for Proposals (RFP) for the program. At its July 7, 2027, meeting, the City Council directed staff to proceed only with the procurement of the Master Contractor and Program Evaluator through the RFP process. The Council also directed staff to return with additional analysis and recommendations regarding the proposed training programs before moving forward with that component of the initiative. Staff will incorporate Council's feedback into the analysis and return with recommendations for Council's consideration at a future meeting.

GOAL	PROJECT NAME	DEPARTMENT	PROJECT START	PROJECT FINISH	Q4 % COMPLETE	PROJECT PROGRESS FROM Q3 TO Q4
LU-2	Create an Economic Development Strategic Plan Focusing on Small and Micro Businesses	City Manager's Office	7/1/2025	12/31/2025	100	Complete

Q4 STATUS UPDATE:

Staff developed a work plan and began implementation in partnership with Brian Moura from RGS. Early implementation efforts include launching the sidewalk vending application process, strengthening relationships with local businesses and regional partners along the San Francisco Peninsula, and promoting events to broaden outreach. Staff also created a new business e newsletter, "The Business Pulse," with the first edition scheduled for distribution in July. An RFP to support implementation of the EDSP is currently being drafted and is expected to be released in July.

GOAL	PROJECT NAME	DEPARTMENT	PROJECT START	PROJECT FINISH	Q4 % COMPLETE	PROJECT PROGRESS FROM Q3 TO Q4
LU-3	Design and Implement a "Pop-Up"/Sidewalk Vending Policy and Program	City Manager's Office	7/1/2025	12/31/2025	75	Continuing as Planned

Q4 STATUS UPDATE:

The ordinance and staff report were included on the April 21 City Council consent calendar and were unanimously approved. Staff continues vendor outreach and internal coordination to finalize the administrative process for vendor applications and citations. Staff also created a public-facing website to provide resources and guidance for interested vendors and will be published in July.

GOAL	PROJECT NAME	DEPARTMENT	PROJECT START	PROJECT FINISH	Q4 % COMPLETE	PROJECT PROGRESS FROM Q3 TO Q4
LU-4	Implement Program to Distribute Community Resource Funds Grants for Small Business Assistance	City Manager's Office	7/1/2025	12/31/2026	50	Progressed

Q4 STATUS UPDATE:

Staff evaluated small business assistance contract, developed guidelines and presented to the City Manager.

GOAL	PROJECT NAME	DEPARTMENT	PROJECT START	PROJECT FINISH	Q4 % COMPLETE	PROJECT PROGRESS FROM Q3 TO Q4
LU-5	Renovate the Cummings Loft Property into a Small Business Incubator	Public Works	7/1/2025	9/30/2026	50	Continuing as Planned

Q4 STATUS UPDATE:

Construction kick-off held in April and construction started in May.

GOAL	PROJECT NAME	DEPARTMENT	PROJECT START	PROJECT FINISH	Q4 % COMPLETE	PROJECT PROGRESS FROM Q3 TO Q4
PR-1	Complete Construction of Tenant Improvements at City Facilities	Public Works	7/1/2025	9/30/2026	75	Continuing as Planned

Q4 STATUS UPDATE:

Construction and change order items completed. Started construction close out.

GOAL	PROJECT NAME	DEPARTMENT	PROJECT START	PROJECT FINISH	Q4 % COMPLETE	PROJECT PROGRESS FROM Q3 TO Q4
PR-2	Conduct a Comprehensive Evaluation of Senior Service Agreements in East Palo Alto	City Manager's Office	10/1/2025	12/31/2026	50	Continuing as Planned

Q4 STATUS UPDATE:

With all community engagement activities now complete, the consultant is in the process of compiling and analyzing the feedback received throughout the outreach effort. This information will be incorporated into a comprehensive report that summarizes the community's input, key findings, and recommendations. The final report is expected to be presented to the City Council in early winter, where it will help inform future discussions and decision-making.

GOAL	PROJECT NAME	DEPARTMENT	PROJECT START	PROJECT FINISH	Q4 % COMPLETE	PROJECT PROGRESS FROM Q3 TO Q4
PR-3	Construct Access Improvements at Rutgers Street Entrance to the Bay Trail	Public Works	7/1/2025	12/31/2025	100	Complete

Q4 STATUS UPDATE:

The City and Midpeninsula Regional Open Space District held the ribbon cutting for the Rutgers Street Entrance on Saturday, April 4, 2026.

GOAL	PROJECT NAME	DEPARTMENT	PROJECT START	PROJECT FINISH	Q4 % COMPLETE	PROJECT PROGRESS FROM Q3 TO Q4
PR-4	Create a Pilot Dog Park	City Manager's Office	7/1/2025	9/30/2026	50	Progressed

Q4 STATUS UPDATE:

The Building Division approved the permit for the Pilot Dog Park on June 30. With the permitting process complete, the project will move into the construction procurement phase. The next steps include preparing and issuing a request for bids, evaluating proposals, selecting a qualified contractor, and completing the contracting process. This phase is anticipated to take approximately two to three months, after which construction can be scheduled to begin.

GOAL	PROJECT NAME	DEPARTMENT	PROJECT START	PROJECT FINISH	Q4 % COMPLETE	PROJECT PROGRESS FROM Q3 TO Q4
PR-5	Establish a Joint Use Agreement with RCSD for Shared Recreation Sites	City Manager's Office	7/1/2025	6/30/2026	25	Progressed

Q4 STATUS UPDATE:

Staff continues to work collaboratively with the Ravenswood City School District (RCSD) to finalize a mutually agreed-upon schedule and timeline for implementation of the proposed joint use agreement. Both parties remain committed to reaching an agreement and are actively engaged in discussions to address scheduling and operational considerations. Staff will continue coordinating with RCSD and will provide updates as progress is made toward finalizing the agreement and establishing a launch timeline

GOAL	PROJECT NAME	DEPARTMENT	PROJECT START	PROJECT FINISH	Q4 % COMPLETE	PROJECT PROGRESS FROM Q3 TO Q4
PR-6	Expand EPACENTER Services and Programs Through City Funding	City Manager's Office	7/1/2025	6/30/2027	100	Complete

Q4 STATUS UPDATE:

GOAL	PROJECT NAME	DEPARTMENT	PROJECT START	PROJECT FINISH	Q4 % COMPLETE	PROJECT PROGRESS FROM Q3 TO Q4
PR-7	Finalize Architectural Design for the New East Palo Alto Library	Public Works	7/1/2025	12/31/2026	50	Progressed

Q4 STATUS UPDATE:

In April, the City Council awarded the contract for the architectural design of the overall Civic Center. The library is now incorporated into the Civic Center project design, and coordination is underway to advance the integrated design process.

GOAL	PROJECT NAME	DEPARTMENT	PROJECT START	PROJECT FINISH	Q4 % COMPLETE	PROJECT PROGRESS FROM Q3 TO Q4
PR-8	Implement Priority Projects from the Parks, Recreation and Open Space Master Plan	Public Works	7/1/2025	6/30/2027	50	Continuing as Planned

Q4 STATUS UPDATE:

All projects have advanced into various stages of the completion process. While each project is at a different point depending on its scope and remaining tasks, all are progressing toward final closeout. Staff continues to monitor each project to ensure outstanding items are completed in a timely manner and that all necessary documentation, inspections, and administrative requirements are finalized before project closeout. Cooley Landing AV Upgrades: The bidding process has been completed, and the project is currently awaiting completion of the contract approval process. Stadium/Field Lighting: Plans have been approved by the Building Division, and the project is currently in the contracting phase with the City Attorney's Office. Park Lighting & Cameras: Staff is proposing a phased implementation approach beginning with Bell Street Park and Jack Farrell Park, based on their alignment with the findings and priorities identified in the Citywide Lighting Assessment. Martin Luther King Jr. Park will be the next phase, followed by Joel Davis Park. This phased approach will allow staff to prioritize locations while coordinating resources and implementation timelines effectively.

GOAL	PROJECT NAME	DEPARTMENT	PROJECT START	PROJECT FINISH	Q4 % COMPLETE	PROJECT PROGRESS FROM Q3 TO Q4
PR-9	Negotiate with County to Finalize Acquisition of Beech Street	City Manager's Office	7/1/2025	12/31/2025	75	Continuing as Planned

Q4 STATUS UPDATE:

Staff continue to work on real property transfer agreement(s).

GOAL	PROJECT NAME	DEPARTMENT	PROJECT START	PROJECT FINISH	Q4 % COMPLETE	PROJECT PROGRESS FROM Q3 TO Q4
PR-10	Plan for Development of New Civic Center Facility	City Manager's Office	7/1/2025	12/31/2026	50	Continuing as Planned

Q4 STATUS UPDATE:

During Q4, the City advanced planning and funding strategy efforts for the new Civic Center facility. Fundraising outreach continued, including engagement with philanthropic partners and major donors. Staff are also preparing for additional donor engagement focused on institutional investors. Arctec is currently working on the project, which involves revisions to a previously approved and entitled development. We have provided the team with the complete list of applicable template conditions, and they are currently reviewing these requirements as part of the design process. The project design is expected to take approximately five to six months to complete, during which the plans will be refined and updated to ensure they comply with all applicable conditions and project requirements before moving forward to the next phase. The project team is advancing site and entitlement planning activities through the summer, with internal layout and programming anticipated to begin in late summer in coordination with project partners. Progress continues to depend on alignment of funding, design, and stakeholder coordination, with increased momentum across both fundraising and planning efforts.

GOAL	PROJECT NAME	DEPARTMENT	PROJECT START	PROJECT FINISH	Q4 % COMPLETE	PROJECT PROGRESS FROM Q3 TO Q4
PR-11	Expand Access to YMCA Programming and Services for the Greater East Palo Alto Community	City Manager's Office	7/1/2025	6/30/2027	100	Complete

Q4 STATUS UPDATE:

GOAL	PROJECT NAME	DEPARTMENT	PROJECT START	PROJECT FINISH	Q4 % COMPLETE	PROJECT PROGRESS FROM Q3 TO Q4
PH-1	Expand Parking Enforcement Capacity	Police	7/1/2025	12/31/2026	100	Complete

Q4 STATUS UPDATE:

Public education started April 1, with enforcement beginning April 15. City Council received an update from Chief Liu and the LAZ parking enforcement supervisor during the June 16, 2026, meeting. This project is now complete.

GOAL	PROJECT NAME	DEPARTMENT	PROJECT START	PROJECT FINISH	Q4 % COMPLETE	PROJECT PROGRESS FROM Q3 TO Q4
PH-2	Implement a Crime Data Analytics Platform for the Police Department	Police	7/1/2025	6/30/2027	100	Complete

Q4 STATUS UPDATE:

Police Department staff have been coordinating with the County of San Mateo to explore the countywide system, Peregrine, as the City's platform. In March, the County approved the City's use of the system, and staff completed initial testing to confirm its suitability. The onboarding process was finalized in May. This month, staff will identify power users for early training prior to department-wide training. This project is now considered complete, as onboarding is finished and training is underway.

GOAL	PROJECT NAME	DEPARTMENT	PROJECT START	PROJECT FINISH	Q4 % COMPLETE	PROJECT PROGRESS FROM Q3 TO Q4
PH-3	Implement a Shopping Cart Abatement Program	City Manager's Office	1/1/2026	6/30/2027	25	Continuing as Planned

Q4 STATUS UPDATE:

This program is currently on hold due to limited staff capacity. Staff will resume work in FY 2026-2027 quarter 1 with best practice research, ordinance development, and business outreach.

GOAL	PROJECT NAME	DEPARTMENT	PROJECT START	PROJECT FINISH	Q4 % COMPLETE	PROJECT PROGRESS FROM Q3 TO Q4
PH-4	Launch a Residential Parking Permit Program	Public Works	7/1/2025	12/31/2026	50	Continuing as Planned

Q4 STATUS UPDATE:

The Engineering team is continuing to make steady progress in preparing the Project Request for Proposals (RFP). Staff are currently finalizing the scope of work, technical requirements, and procurement documentation to ensure the RFP clearly defines the project objectives and expectations for prospective consultants. Based on the current project schedule, the Engineering team anticipates completing and releasing the RFP by July 31, 2026. Once finalized, the procurement process will advance to the solicitation and evaluation phase, allowing qualified firms to submit proposals for consideration. The Ordinance was adopted in spring 2026, establishing the framework for the required follow-up investigation. In accordance with the implementation schedule, the follow-up investigation RFP was issued in June 2026 to solicit qualified consulting firms with the necessary technical expertise. Staff will evaluate the proposals based on the established selection criteria, including qualifications, technical approach, experience, and cost. Following completion of the evaluation process and the conclusion of the City Council's summer recess, staff anticipates returning to the City Council in September 2026 with a recommendation to award the contract and authorize the selected consultant to begin work.

GOAL	PROJECT NAME	DEPARTMENT	PROJECT START	PROJECT FINISH	Q4 % COMPLETE	PROJECT PROGRESS FROM Q3 TO Q4
PH-5	Launch Emergency Preparedness Program	City Manager's Office	7/1/2025	6/30/2027	50	Progressed

Q4 STATUS UPDATE:

Staff identified and purchased supplies for the Emergency Operations Center. The City partnered with Youth Community Services, rEPAct, Thrive Alliance, and Menlo Fire to plan a community emergency preparedness workshop and purchased emergency kits for attendees. The community emergency preparedness workshop was held on June 5, with 35 participants representing more than 100 household members. An earthquake tabletop exercise for executive staff was conducted on June 4, resulting in useful feedback and identified areas for improvement. The City launched its first emergency preparation campaign, providing residents with preparedness magnets outlining key steps to take. Magnets were distributed at the emergency preparedness workshop and at a community event in June.

GOAL	PROJECT NAME	DEPARTMENT	PROJECT START	PROJECT FINISH	Q4 % COMPLETE	PROJECT PROGRESS FROM Q3 TO Q4
PH-6	Maintain Senior/Disabled Individuals' Emergency Contact Database	City Manager's Office	1/1/2026	12/31/2026	Deferred	Deferred

Q4 STATUS UPDATE:

GOAL	PROJECT NAME	DEPARTMENT	PROJECT START	PROJECT FINISH	Q4 % COMPLETE	PROJECT PROGRESS FROM Q3 TO Q4
PH-7	Strengthen the Clean City Program to Reduce Illegal Dumping	Public Works	7/1/2025	9/30/2026	75	Continuing as Planned

Q4 STATUS UPDATE:

In April, the City helped organize a multi-jurisdictional Earth Day event where environmental items were discussed. The Earth Day event was on April 25th and included environmental education exhibits and local organizations that conducted outreach and provided attendees with resources and information related to waste reduction. In May, the City organized an e-waste event and a "Fix It" event. In June, the City received a clean-up grant for 6 creek/right-of-way clean ups over the next six months.

GOAL	PROJECT NAME	DEPARTMENT	PROJECT START	PROJECT FINISH	Q4 % COMPLETE	PROJECT PROGRESS FROM Q3 TO Q4
PH-8	Update the Environmental Justice Element of the General Plan	Community and Economic Development	7/1/2025	6/30/2026	50	Continuing as Planned

Q4 STATUS UPDATE:

Presented Draft Element to Planning Commission and City Council. Staff is currently reviewing the draft EJ Element at staff level and anticipate going to Council by October 2026.

GOAL	PROJECT NAME	DEPARTMENT	PROJECT START	PROJECT FINISH	Q4 % COMPLETE	PROJECT PROGRESS FROM Q3 TO Q4
PH-9	Update the Safety Element of the General Plan	Community and Economic Development	7/1/2025	6/30/2026	100	Complete

Q4 STATUS UPDATE:

On June 2, 2026, the City Council adopted the General Plan Element Update.

GOAL	PROJECT NAME	DEPARTMENT	PROJECT START	PROJECT FINISH	Q4 % COMPLETE	PROJECT PROGRESS FROM Q3 TO Q4
PI-1	Assess Utility Operations and Prepare Transition Plan for Post-Lease Operations	City Manager's Office	7/1/2025	6/30/2027	25	Continuing as Planned

Q4 STATUS UPDATE:

Negotiated 3-year water lease amendment and restatement with Veolia. The City Council approved this on June 9, 2026, and then staff executed the document. Next, staff will draft an RFP for a financial assessment of bringing water operations in-house to determine feasibility of that option.

GOAL	PROJECT NAME	DEPARTMENT	PROJECT START	PROJECT FINISH	Q4 % COMPLETE	PROJECT PROGRESS FROM Q3 TO Q4
PI-2	Build Sidewalk and Pedestrian Safety Improvements on East Bayshore Road	Public Works	7/1/2025	9/30/2026	50	Continuing as Planned

Q4 STATUS UPDATE:

Continued with underground utility work, sidewalk installation on East Bayshore from Euclid to Menalto. Construction continues.

GOAL	PROJECT NAME	DEPARTMENT	PROJECT START	PROJECT FINISH	Q4 % COMPLETE	PROJECT PROGRESS FROM Q3 TO Q4
PI-3	Collaborate with City of Palo Alto to Replace the Newell Street Bridge	Public Works	7/1/2025	6/30/2027	50	Continuing as Planned

Q4 STATUS UPDATE:

The Newell Road/San Francisquito Creek Bridge Project is replacing the obsolete Newell Road Bridge, originally constructed in 1911, with a new 80-foot-long, 42.5-foot-wide bridge at the existing location. The new bridge will improve safety and accessibility by providing two travel lanes, shoulders, sidewalks, and upgraded bridge barriers. Construction began in May 2026, with project completion anticipated in Spring 2027.

GOAL	PROJECT NAME	DEPARTMENT	PROJECT START	PROJECT FINISH	Q4 % COMPLETE	PROJECT PROGRESS FROM Q3 TO Q4
PI-4	Collaborate with SFCJPA to Construct San Francisquito Creek Flood Protection Upgrades	Public Works	7/1/2025	6/30/2027	25	Continuing as Planned

Q4 STATUS UPDATE:

SFCJPA design study, design development and subsequent construction to last approximately 3-5 years.

GOAL	PROJECT NAME	DEPARTMENT	PROJECT START	PROJECT FINISH	Q4 % COMPLETE	PROJECT PROGRESS FROM Q3 TO Q4
PI-5	Collaborate with SFCJPA to Implement the SAFER Bay Project	Public Works	7/1/2025	6/30/2027	50	Continuing as Planned

Q4 STATUS UPDATE:

60% design development. Negotiate a contract for north of Bay Road levee design.

GOAL	PROJECT NAME	DEPARTMENT	PROJECT START	PROJECT FINISH	Q4 % COMPLETE	PROJECT PROGRESS FROM Q3 TO Q4
PI-6	Conduct a Siting Study to Identify Locations for Additional Water Storage Tanks	Public Works	7/1/2025	3/31/2026	50	Continuing as Planned

Q4 STATUS UPDATE:

Study development continues; and the study is anticipated to be presented to City Council on July 21, 2026. The schedule reflects the level of analysis required to ensure proposed sites appropriately support long-term emergency preparedness and drought resilience objectives.

GOAL	PROJECT NAME	DEPARTMENT	PROJECT START	PROJECT FINISH	Q4 % COMPLETE	PROJECT PROGRESS FROM Q3 TO Q4
PI-7	Construct a Bicycle and Pedestrian Overcrossing on University Avenue at US 101	Public Works	7/1/2025	3/31/2026	100	Complete

Q4 STATUS UPDATE:

The project team is currently finalizing grant reimbursement documentation and completing minor administrative closeout items. The Notice of Completion is pending final review and signature. These remaining activities are procedural in nature.

GOAL	PROJECT NAME	DEPARTMENT	PROJECT START	PROJECT FINISH	Q4 % COMPLETE	PROJECT PROGRESS FROM Q3 TO Q4
PI-8	Construct Full Trash Capture Devices to Meet Stormwater Compliance Requirements	Public Works	7/1/2025	3/31/2026	100	Complete

Q4 STATUS UPDATE:

Construction of the full trash capture device at Newbridge Street required to meet stormwater compliance requirements has been completed. The project began in January 2026 and was completed in March 2026, successfully improving the City's stormwater system and supporting compliance with applicable regulatory requirements.

GOAL	PROJECT NAME	DEPARTMENT	PROJECT START	PROJECT FINISH	Q4 % COMPLETE	PROJECT PROGRESS FROM Q3 TO Q4
PI-9	Construct Mini Roundabouts to Replace Temporary Traffic Circles on Pulgas Avenue	Public Works	7/1/2025	6/30/2026	100	Complete

Q4 STATUS UPDATE:

GOAL	PROJECT NAME	DEPARTMENT	PROJECT START	PROJECT FINISH	Q4 % COMPLETE	PROJECT PROGRESS FROM Q3 TO Q4
PI-10	Create a Financing Strategy for Water Infrastructure Upgrades	Public Works	10/1/2025	12/31/2026	25	Continuing as Planned

Q4 STATUS UPDATE:

A project kick-off meeting was held with the consultant to review the project scope, objectives, and anticipated schedule. During the discussion, it was recognized that portions of the project could overlap with public discussions related to the upcoming November General Obligation (GO) bond measure. Because the project may involve evaluating potential water rate adjustments, staff and the consultant mutually agreed to defer substantive project work until after the election to avoid introducing discussions that could be perceived as related to, or influence, the GO bond measure. Deferring this work will allow the City to maintain a clear separation between the project and the election process while minimizing the potential for confusion among stakeholders and the public. The project will resume following the election in accordance with the revised schedule.

GOAL	PROJECT NAME	DEPARTMENT	PROJECT START	PROJECT FINISH	Q4 % COMPLETE	PROJECT PROGRESS FROM Q3 TO Q4
PI-11	Design Roadway Improvements on Woodland Avenue	Public Works	7/1/2025	6/30/2027	25	Continuing as Planned

Q4 STATUS UPDATE:

Executed grant, design agreement underway and drafted the RFP scheduled to be released in July 2026.

GOAL	PROJECT NAME	DEPARTMENT	PROJECT START	PROJECT FINISH	Q4 % COMPLETE	PROJECT PROGRESS FROM Q3 TO Q4
PI-12	Develop an Asset Management Database	Public Works	7/1/2025	9/30/2026	25	Continuing as Planned

Q4 STATUS UPDATE:

Working with vendor on contract execution and scope of work.

GOAL	PROJECT NAME	DEPARTMENT	PROJECT START	PROJECT FINISH	Q4 % COMPLETE	PROJECT PROGRESS FROM Q3 TO Q4
PI-13	Develop Citywide Sewer Infrastructure Master Plan	Public Works	7/1/2025	6/30/2026	100	Complete

Q4 STATUS UPDATE:

GOAL	PROJECT NAME	DEPARTMENT	PROJECT START	PROJECT FINISH	Q4 % COMPLETE	PROJECT PROGRESS FROM Q3 TO Q4
PI-14	Install Citywide Lighting Improvements – Phase II	Public Works	7/1/2025	6/30/2027	50	Progressed

Q4 STATUS UPDATE:

General Lighting Services, Inc. initially submitted a proposal for the project, which was reviewed by Engineering staff and selected based on its alignment with the City's needs, objectives, and project requirements. Following selection, Engineering staff and General Lighting Services, Inc. discussed project goals, requirements, and expectations to clarify the scope of work and address any questions or areas requiring additional consideration. Through these coordination efforts, the project scope and technical requirements were refined to ensure the proposed services met the City's needs. The Notice to Proceed was executed on May 1, 2026, formally authorizing General Lighting Services, Inc. to begin work. Since project initiation, Engineering staff and General Lighting Services, Inc. have continued regular coordination to review progress, exchange information, discuss findings, and address questions as they arise. General Lighting Services, Inc. is continuing its evaluation efforts in accordance with the City's project objectives.

GOAL	PROJECT NAME	DEPARTMENT	PROJECT START	PROJECT FINISH	Q4 % COMPLETE	PROJECT PROGRESS FROM Q3 TO Q4
PI-15	Install New Traffic Signal and Complete Safety Upgrades on University Avenue at Runnymede	Public Works	10/1/2025	9/30/2026	25	Continuing as Planned

Q4 STATUS UPDATE:

Reviewed construction submittals, ordered materials and currently experiencing construction delays related to material procurement.

GOAL	PROJECT NAME	DEPARTMENT	PROJECT START	PROJECT FINISH	Q4 % COMPLETE	PROJECT PROGRESS FROM Q3 TO Q4
PI-16	Modernize Equipment and Complete Rehabilitation of the O'Connor Pump Station	Public Works	10/1/2025	6/30/2027	50	Continuing as Planned

Q4 STATUS UPDATE:

Continuing with Phase 1 design.



EAST PALO ALTO CITY COUNCIL STAFF REPORT

DATE: July 21, 2026

TO: Honorable Mayor and Members of the City Council

VIA: Melvin E. Gaines, City Manager

BY: Shiri Klima, Assistant City Manager

SUBJECT: Second Reading and Adoption of an Ordinance Ordering Submission to the Voters, and Adoption of a Resolution Calling and Requesting Consolidation of an Election, on a \$125,000,000 General Obligation Bond Measure for Civic, Recreational, Water, and Stormwater Improvements at the November 3, 2026, Consolidated General Election

Recommendation

Staff recommends that the City Council take the following actions:

1. Waive the second reading and adopt an ordinance ordering the submission to the qualified voters of the City, at the November 3, 2026, consolidated general election of a proposition authorizing the City to incur general obligation bonded indebtedness in a principal amount not to exceed \$125,000,000; and
2. Adopt a resolution calling the election, requesting consolidation with the statewide general election conducted by the County of San Mateo, approving the form of the abbreviated ballot question, establishing the schedule and procedures for arguments, rebuttals, and the impartial analysis, and authorizing and directing the filing of the Tax Rate Statement and all other documents and actions necessary to place the measure on the ballot.

Alignment with City Council Strategic Plan

This recommendation is primarily aligned with:

Priority: Governance, Organizational Strength, and Fiscal Sustainability
Priority: Parks, Recreation, and Community Facilities
Priority: Public Health, Safety, and Quality of Life
Priority: Public Infrastructure and Utilities

Executive Summary

On July 7, 2026, the City Council adopted the Resolution Determining Necessity (by a two-thirds vote) and introduced an ordinance ordering the submission to the voters of a \$125,000,000 general obligation (GO) bond measure for the November 3, 2026, consolidated general election. This item completes that process.

Staff recommends that the Council waive the second reading and adopt the ordinance (also by two-thirds vote) and adopt the Resolution Calling the Election and Requesting Consolidation with the County of San Mateo (by simple majority). As noted earlier, the bonds would finance a single, unified program of municipal public improvements: a civic center (including a public library where kids and teens can go safely, city offices, a separate police department facility with an Emergency Command Center, a community park with track and field), and water and stormwater system infrastructure.

The measure must be approved by two-thirds of the voters voting on it. If approved, debt service would be repaid solely from a property tax estimated to average \$105.26 per \$100,000 of assessed value; the general obligation bonds would not obligate the General Fund.

The proposed bond measure is one component of the City's overall financing plan for the Civic Center. The estimated total project cost is approximately \$170,000,000, consisting of approximately \$120,000,000 for the main building (Library, city offices, community spaces), \$20,000,000 for the police department with Emergency Command Center, and \$30,000,000 for the park with track and field. (The remaining \$35,000,000 of the bond measure funds would be allocated to water and stormwater infrastructure.)

The City anticipates that approximately ten acres on Pulgas Avenue (combined estimated value of approximately \$29,000,000) will be donated, and the City is pursuing approximately \$21,000,000 in additional private contributions and approximately \$10,000,000 in local, State and federal grants. A donation agreement for the land is currently in negotiation and drafting phase, and as such a draft agreement cannot be disclosed at this juncture. Various donors have pledged funds to the project, and the City is receiving contributions through a fund at the Silicon Valley Community Foundation. Neither the bonds nor the improvements are contingent on those donations or grants.

As it currently stands, staff's financing plan for the Civic Center contemplates funding these improvements from multiple sources, including \$90,000,000 in GO bonds, roughly \$29,000,000 (estimated by donor) in donated land, approximately \$21,000,000 in anticipated private donations, and a \$20,000,000 General Fund commitment previously included in the City's budget. Staff continues to pursue private donations and grant opportunities. The City Council may also appropriate additional funds from the General Fund Reserve or other sources.

Bond proceeds will also be used to fund infrastructure improvements. GO bonds will be used to directly fund or supplement grant funds that partially cover Capital Improvement Plan (CIP) projects. Staff continues to explore grants and other financing opportunities for infrastructure

projects. These financing plans will continue to be refined as the projects advance.

The proposed improvements, including construction of a new library, Emergency Command Center, and water and stormwater system infrastructure projects, will address earthquake safety by providing modern, resilient facilities and infrastructure that better protect the health and safety of City residents, employees, and visitors in the event of an earthquake, in addition to having the infrastructure to respond to earthquake events.

Background

Through engagement efforts, including EPATalks, the City has heard plenty of concerns articulated about our public library as it is dated and often cramped. Additionally, in a recent survey, East Palo Alto residents identified the following as five of their top City priorities (not necessarily in this order):

- Providing safe and clean drinking water.
- Providing safe places for children and teens.
- Replacing deteriorating pipes that distribute drinking water.
- Providing an Emergency Operations Center ensuring a safe space in East Palo Alto no matter the emergency.
- Repairing aging storm drains to prevent flooding on City streets.

The State has also articulated concerns about the City's water storage capacity, particularly in the case of an emergency.

The City has identified significant long-term capital needs that cannot be funded within its annual operating budget or reserves. This includes the replacement and expansion of public-safety and civic facilities, parks and recreation facilities, and water and stormwater infrastructure projects. Currently, the City has a unique opportunity to receive an estimated \$50 million in private land and cash donations to construct the Civic Center; however, the City must raise funds to finance the remainder of the estimated \$170 million project. Additionally, the City has over \$100 million in infrastructure projects in its CIP and aims to use \$35 million in General Obligation (GO) bonds to advance drinking water and storm water projects. The bond proceeds will be paired with grant funds and loans as part of the City's larger infrastructure financing strategy to fund water and storm drain improvement projects from the CIP.

General obligation bonds—repaid through a voter-approved ad valorem property tax—are a customary method for California cities to finance the acquisition and improvement of real property for these purposes.

As a general law city, East Palo Alto is authorized to issue general obligation bonds under the Municipal Improvement Act of 1901 (Government Code sections 43600 et seq.) and, as an additional and alternative method, under Article 4.5 (Government Code sections 53506 et seq.). The California Constitution permits the City to incur such indebtedness, and to levy the ad valorem tax to repay it, only with the assent of two-thirds of the voters voting on the proposition (Cal. Const. art. XVI, § 18; art. XIII A, § 1(b)).

Issuing general obligation bonds requires a sequence of legislative actions before the measure may be placed on the ballot. At its July 7, 2026, meeting, the City Council adopted, by a two-thirds vote, the resolution determining that the public interest and necessity demand the improvements and their financing and introduced the ordinance ordering submission of the proposition. The remaining steps—the second reading and adoption of the ordinance, and the adoption of the resolution calling and requesting consolidation of the election—are before the Council with this item.

Staff proposes placing the measure on the November 3, 2026, consolidated general election conducted by San Mateo County. The certified election documents must be received by the County no later than August 7, 2026. Adopting the ordinance and resolution at this meeting allows staff to complete the required filings within that deadline. The City's municipal advisor, Urban Futures, Inc., and its bond and disclosure counsel, Anzel Galvan LLP, have assisted with the preparation of the election documents.

Analysis

Upon adoption by a two-thirds vote, the ordinance orders the submission of the bond proposition to the voters and, as an ordinance relating to an election, takes effect immediately under Government Code section 36937. The accompanying resolution calls the election, requests consolidation with the County's statewide general election, approves the abbreviated ballot question, establishes the procedures and schedule for direct and rebuttal arguments and the City Attorney's impartial analysis, and authorizes the filing of the Tax Rate Statement.

The bonds would finance a single, unified plan and program of municipal improvements consisting of: (a) on approximately four acres on Pulgas Avenue, an approximately 100,000-square-foot building to house a public library that is a safe space for our children and teens, a city hall, and related community-serving facilities as well as an approximately 20,000-square-foot police department facility with an Emergency Operations Center; (b) a new park with track and field on approximately six acres on Pulgas Avenue; (c) water system infrastructure; and (d) stormwater system infrastructure.

The General Obligation bonds are intended to finance one portion of the City's broader Civic Center funding strategy. The estimated overall project budget is approximately \$170,000,000, allocated as follows:

Project	Estimated Cost
Main Building (Library, Community Space, City Hall)	\$120 Million
Police Department and Emergency Operations Center	\$20 Million
Civic Center Park and Track & Field	\$30 Million
Total	\$170 Million

The City's current financing strategy consists of:

Funding Source	Amount
General Obligation Bonds	\$90 Million
Donated Land (10 Acres)	\$29 Million
General Fund Commitment	\$20 Million
Anticipated Private Donations	\$21 Million
Remaining Funding Need	\$10 Million
Total	\$170 Million

The General Fund commitment of \$20,000,000 was previously included in the City's budget, and staff continues to pursue additional private fundraising and other financing opportunities (including but not limited to applying for local, State, and federal grants) to close the remaining funding gap. As the project advances, staff will continue refining the financing plan and will return to the City Council as appropriate.

The figures shown in the tables above reflect Staff's current best estimates of project costs and funding sources; actual amounts may vary as the project is refined, and are subject to the additional qualifications, assumptions, and disclosures set forth in the full text of the measure, which is included in the Ordinance.

If two-thirds of the voters voting on the measure approve it, the City may issue up to \$125,000,000 in general obligation bonds. Consistent with article XIII A, section 1(b)(2) of the California Constitution, bond proceeds may be applied only to the acquisition or improvement of real property (including fixtures and equipment that constitute improvements to real property), together with incidental costs of issuance and of the election; proceeds may not be used for general operating expenses.

The ordinance incorporates the accountability measures required by Government Code sections 53410 and 53411: bond proceeds will be used only for the specified purposes, will be deposited into a separate account held by the City, will be the subject of an annual report by the Director of Finance, and will be subject to an annual independent financial audit.

The City anticipates that approximately ten acres on Pulgas Avenue (combined estimated value of approximately \$29 million) will be donated and seeks approximately \$21 million in additional private contributions and approximately \$10 million in local, state, and federal grants toward the civic center. Staff estimates the land donation will be finalized by September 2026; however, the final donation agreement is not in place; thus, no assurance can currently be given that any donation will be received. The bonds and the improvements are not contingent on the donations, and to the extent donated land is not received, bond proceeds may be used to acquire the necessary real property.

Because the measure combines several distinct project types within a single proposition, the election documents characterize the improvements as one unified plan and program of municipal improvements.

Fiscal Impact

Placing the measure on the November 3, 2026, consolidated ballot will result in election costs charged by San Mateo County for a consolidated local measure. The precise amount (of the City Council elections plus two ballot measures) is set by the County and is currently estimated at approximately \$78,000 to \$93,600; these costs are payable from the General Fund and will be budgeted accordingly. Costs of preparing the measure (municipal advisor and bond and disclosure counsel) are payable under the professional services agreements previously authorized in connection with this matter.

The general obligation bonds do not obligate the General Fund. If the measure is approved by two-thirds of the voters, the bonds would be repaid solely from a voter-approved ad valorem property tax levied on taxable property in the City, estimated to average \$105.26 per \$100,000 of assessed value. Because debt service on voter-approved bonds is excluded from the City's appropriations (Gann) limit under article XIII B of the California Constitution, issuance of the bonds does not affect that limit. The estimated cost of the improvements, the maximum principal amount (\$125,000,000), the highest and average annual tax rates, the duration of the tax, and total debt service will be set forth in the Tax Rate Statement and the full text of the measure; certain of those figures remain subject to finalization by the municipal advisor.

Public Notice

The public was provided notice by making the agenda and report available on the City's website and on a bulletin board located at City Hall: 2415 University Avenue, East Palo Alto.

In addition, after adoption the Ordinance will be published as required by Government Code section 43611 (once a day for at least seven days, or once a week for two weeks, in a qualifying newspaper, with first publication within 15 days after adoption), and the City Clerk will publish a synopsis of the measure and cause notice of the election to be given as required by the Elections Code.

Environmental

The action being considered by the City Council—adopting an ordinance ordering submission to the voters of, and a resolution calling an election on, a general obligation bond proposition—is not a “project” subject to the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines section 15378(b)(4), because it is the creation of a government funding mechanism that does not involve any commitment to any specific project that may result in a potentially significant physical effect on the environment.

If the measure is approved by the voters, the City will conduct any environmental review required under CEQA for the specific improvements to be financed before the City commits to or carries out those improvements.

Government Code § 84308

Applicability of Levine Act: No, as the proposed action does not entail an entitlement.

Analysis of Levine Act Compliance: Not applicable.

Attachments

1. Ordinance Ordering Submission of the Proposition (for second reading and adoption; with Exhibit A – Full Text of the Measure).
2. Resolution Calling the Election.
3. Tax Rate Statement

ORDINANCE NO. XX – 2026

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EAST PALO ALTO

ORDERING THE SUBMISSION OF A PROPOSITION OF INCURRING A BONDED INDEBTEDNESS TO THE QUALIFIED VOTERS OF THE CITY OF EAST PALO ALTO AT THE GENERAL MUNICIPAL ELECTION TO BE HELD ON NOVEMBER 3, 2026, FOR THE PURPOSE OF FINANCING THE COST OF THE ACQUISITION, CONSTRUCTION AND IMPROVEMENT OF CERTAIN MUNICIPAL IMPROVEMENT PROJECTS

WHEREAS, on July 7, 2026, the City Council of the City of East Palo Alto (the “City”) adopted, by a two-thirds vote of all its members, a resolution entitled “Resolution of the City Council of the City of East Palo Alto determining that the public interest and necessity demand the acquisition, construction and improvement of certain municipal improvement projects, and their financing through the issuance of general obligation bonds,” pursuant to which the City Council has found and determined that the public interest and necessity demand the issuance of general obligation bonds to finance the cost of acquisition, construction and improvement of certain municipal improvements, consisting of a civic center, recreational facilities and park improvements, and water and stormwater system infrastructure projects, as more fully described herein; and

WHEREAS, clean and safe drinking water is a top priority for East Palo Alto residents, and the City must upgrade deteriorating water pipes and repair aging storm drains to prevent pollution from entering the Bay and flooding City streets; and

WHEREAS, East Palo Alto needs additional safe places for youth after school and during the summer, and the City should provide dedicated spaces for children and youth to play and gather, which help to keep them safe and out of trouble; and

WHEREAS, the East Palo Alto Library has not been significantly renovated in 40 years – it is outdated, deteriorating, and overcrowded, with wait lists for literacy and children's programming due to a lack of space; and

WHEREAS, the City's vision is for a modern library with up-to-date technology, hands-on learning and maker spaces, and dedicated areas for children and teens so they have a safe place to go after school and during the summer; and

WHEREAS, other public buildings used by the community also have leaky roofs, faulty heating and cooling systems, and outdated electrical wiring; and

WHEREAS, through community engagement and outreach, East Palo Alto residents also identified installing drinking water storage tanks and addressing earthquake safety as among the community's highest priorities; and

WHEREAS, the City estimates the cost of the improvements to total \$205,000,000, consisting of (i) approximately \$20,000,000 for the police department facility, including an emergency center, (ii) approximately \$120,000,000 for the public library, City Hall, and related civic and community-serving

facilities, (iii) approximately \$30,000,000 for recreational facilities and park improvements, and (iv) approximately \$35,000,000 for water system and stormwater system infrastructure projects; and

WHEREAS, existing funds and funding sources are inadequate to finance the improvements; and

WHEREAS, the City may have the opportunity to leverage private donations and state and federal grants to finance the improvements; and

WHEREAS, the owner of approximately four (4) acres of real property located on Pulgas Avenue has indicated its intent to donate said property to the City if the issuance of the Bonds is approved by two-thirds of all voters voting on the proposition, and the City expects to construct said civic center thereon; and

WHEREAS, the owner of approximately six (6) acres of real property located on Pulgas Avenue has indicated its intent to donate said property to the City if the issuance of the Bonds is approved by two-thirds of all voters voting on the proposition, and the City expects to construct and develop said recreational facilities and park improvements thereon; and

WHEREAS, the combined estimated value of said approximately ten (10) acres of real property is approximately \$29,000,000, leaving \$176,000,000 in estimated improvement costs to be funded with other sources; and

WHEREAS, the City intends to finance the remaining \$176,000,000 in estimated improvement costs through the issuance of the Bonds (\$125,000,000), funds on hand in the City's General Fund (\$20,000,000 expected to be appropriated), private cash donations (\$21,000,000 goal), and local, state and federal grants (\$10,000,000 goal); and

WHEREAS, the City's goal is to raise \$21,000,000 through private cash donations and \$10,000,000 in state and federal grants, and to restrict said donations and grants to financing the civic center; and

WHEREAS, the City has not entered into any agreement providing for any of said donations or grants, no assurance can be given that any of said donations or grants will be received by the City, and neither the issuance of the bonds described herein nor the undertaking of the municipal improvements to be financed is contingent upon receipt thereof; and

WHEREAS, said donations or grants are expected to be restricted to the purposes hereinbefore described, and the City does not expect to receive them if the proposed measure herein described is not approved by two-thirds of the voters voting on the proposition; and

WHEREAS, to the extent said expected donations of real property are not received, the municipal improvements to be financed include the acquisition of real property therefor, as described in the full text of the Measure; and

WHEREAS, to provide for the issuance by the City of general obligation bonds to provide financing for said improvements, it is necessary for the City Council to adopt an ordinance ordering the

submission of the proposition of incurring bonded indebtedness for such purpose to the qualified voters of the City at a municipal election; and

WHEREAS, the City Council desires to submit said ballot measure to the qualified voters of the City at the regular election to be held in the City on November 3, 2026, and to consolidate the bond election with other elections held within the City on that date;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF EAST PALO ALTO DOES ORDAIN AS FOLLOWS:

SECTION 1. FINDINGS

The foregoing recitals are true and correct, and the City Council so finds and determines.

SECTION 2. PURPOSE AND INTENT

Pursuant to the authority provided by the California Government Code and California Elections Code, the City Council proposes to order the submission of a proposition of incurring bond indebtedness to the qualified voters of the City at the general municipal election to be held on November 3, 2026.

SECTION 3. CALL FOR ELECTION

The City Council hereby orders that a proposition of incurring bond indebtedness (hereinafter referred to as the “Measure”) be submitted to the qualified voters of the City in the form, and for the purposes, set forth in the Measure at the regular election to be held on November 3, 2026.

SECTION 4. MEASURE

The City Council hereby submits the Measure to the qualified voters of the City, at the regular election to be held on November 3, 2026. The statement of the Measure shall be in substantially the form attached hereto as Exhibit A.

SECTION 5. OBJECT AND PURPOSE OF BONDS

The Measure authorizes the issuance of general obligation bonds (the “Bonds”), the object and purpose of which is to finance the cost of the acquisition, construction and improvement of certain property to be used for municipal purposes (the “Improvements”), consisting of the following: (a) acquisition of approximately four (4) acres of real property located on Pulgas Avenue (or any other real property in the City) and the construction of a civic center thereon consisting of (i) an approximately 20,000 square foot police department facility, including an emergency operations center, and (ii) an approximately 100,000 square foot building to house a public library, City Hall, and related civic and community-serving facilities; (b) acquisition of approximately six (6) acres of real property located on Pulgas Avenue (or any other real property in the City) and the construction and development of recreational facilities and park improvements thereon, including, but not limited to, a track and field facility and related park amenities; (c) design, acquisition, construction, reconstruction, replacement, expansion, improvement, and equipping of water system infrastructure projects identified in the City’s capital improvement program, applicable water system master plans and as may otherwise be approved from time to time by the City Council consistent with the purposes described in this clause (c), including, but not limited to, water storage facilities, water mains and distribution pipelines, and related facilities and improvements necessary to improve system reliability, capacity, resiliency, and long-term service

delivery; and (d) design, acquisition, construction, reconstruction, replacement, expansion, improvement, and equipping of stormwater system infrastructure projects identified in the City's capital improvement program and applicable stormwater system master plans and as may otherwise be approved from time to time by the City Council consistent with the purposes described in this clause (d), including, but not limited to, storm drains and related facilities and improvements necessary to improve drainage capacity, flood protection, water quality, and system reliability.

The Improvements are also intended to address earthquake safety, including through the design and construction of new facilities and infrastructure built to current seismic safety standards, in addition to building a new Emergency Operations Center, both of which enhance the resiliency of municipal facilities, infrastructure, and disaster response, in the event of natural disasters, including earthquake, flooding, and fires.

The Improvements described above together constitute, and are intended by the City Council to constitute, a single, unified plan and program of municipal improvements for the City, and the listing of individual projects is intended to describe the components of that unified plan.

The authorized Improvements also include all work, facilities and expenditures necessary and incidental to the projects described above. Examples of such work, facilities, and expenditures include, but are not limited to: costs of design, engineering, architect and other professional services, inspections, site preparation, utilities, landscaping, construction management and other planning and permitting, legal, accounting and similar costs; a customary construction contingency; demolition and disposal of existing structures; rental or construction of storage facilities and other space on an interim basis for materials and other equipment and furnishings displaced during construction; addressing unforeseen conditions revealed by construction or renovation, and other necessary improvements required to comply with existing building codes and other applicable law, including the Americans with Disabilities Act; costs of the bond election; bond issuance costs; project administration during the duration of such projects; and financing and interest costs on the Bonds. Proceeds of the Bonds shall be applied only to the acquisition or improvement of real property, including fixtures and other equipment constituting improvements to real property, and to costs necessary or incidental thereto, consistent with Section 1(b)(2) of Article XIII A of the California Constitution.

The final costs, locations, designs, layouts and other components of the Improvements will be determined as plans are finalized, construction bids are awarded, and projects are completed. The City Council shall determine the priority, order, and timing of the Improvements, the Improvements may be undertaken and completed in any order, and the completion of any individual project is not contingent upon the completion of any other project. The City Council cannot guarantee that the Bonds will provide sufficient funds to allow completion of all needed Improvements.

SECTION 6. ESTIMATED COST OF IMPROVEMENTS

The estimated cost of the Improvements is \$205,000,000. The estimated cost includes legal or other fees, the costs of printing the Bonds, and other costs and expenses incidental to or connected with the authorization, issuance and sale of the Bonds. To the extent the Improvements financed are revenue-producing public works, the cost of the Improvements may also include bond interest estimated to accrue during the construction period and for a period of not to exceed 12 months after completion of construction.

SECTION 7. PRINCIPAL AMOUNT OF BONDS

The aggregate principal amount of the Bonds to be issued is not to exceed \$[125,000,000].

SECTION 8. MAXIMUM INTEREST RATE

The maximum rate of interest to be paid on the Bonds shall be 12% per annum. Said interest shall be payable semiannually, except that interest for the first year after the date of the Bonds may be made payable at the end of said year.

SECTION 9. ISSUANCE AND SALE OF BONDS

The City proposes to issue and sell the Bonds pursuant to Article 1, commencing with Section 43600, of Chapter 4 of Division 4 of Title 4 of the California Government Code, or Article 4.5, commencing with Section 53506, of Chapter 3 of Part 1 of Division 2 of Title 5 of the California Government Code, in one or more series, in the maximum amount and for the objects and purposes set forth above if two-thirds of all qualified voters voting on the proposition set forth above vote in favor thereof. The Bonds will be general obligations of the City payable from and secured by ad valorem taxes levied and collected in the manner prescribed by the laws of the State of California. The revenue generated from the ad valorem tax levied and collected will be used for the payment of debt service on the Bonds. All the Bonds shall be equally and ratably secured, without priority, by the taxing power of the City.

SECTION 10. MANNER OF CONDUCTING ELECTION

The election on the Measure held on November 3, 2026, shall be held and conducted, election officers appointed, voting precincts designated, ballots printed, polls opened and closed, ballots counted, and returned, returns canvassed, results declared, and all other proceedings incidental to and connected with the election shall be regulated and done in accordance with the provisions of law regulating the election with which it is consolidated.

SECTION 11. PROCEDURE FOR VOTING ON PROPOSITION

Ballots for the election shall be provided in the form and in the number provided by law. Voters shall be provided an opportunity to vote for or against the proposition on the ballot, in accordance with procedures to be adopted by the authorized officers of the County of San Mateo charged with conducting the election.

SECTION 12. ACCOUNTABILITY REQUIREMENTS

In accordance with Sections 53410 and 53411 of the California Government Code, the City Council hereby adopts the following accountability requirements relating to the Bonds:

- (a) The specific purpose of the Bonds is to finance the Improvements; and
- (b) The proceeds from the sale of the Bonds will be used only for the purposes specified in the Measure and not for any other purpose; and
- (c) The proceeds of the Bonds will be deposited into a separate account to be created and held by the City; and

(d) The Director of Finance of the City shall file a report with the East Palo Alto City Council at least annually showing the amount of Bond proceeds collected and expended, and the status of the Improvements; and

(e) All expenditures also will be subject to an annual independent financial audit to confirm that Bond expenditures are consistent with the intent of the Measure.

SECTION 13. IDENTIFICATION OF TAX

The tax imposed by the Measure is an ad valorem tax levied upon taxable real property in the City and will be used to pay the principal and interest on the Bonds.

SECTION 14. OFFICIAL ACTIONS

The Mayor, the City Manager, the Assistant City Manager, the Director of Finance, the City Clerk, and any of their designees, are hereby authorized to execute any documents and to perform all acts necessary to place the Measure on the ballot.

SECTION 15. TAX RATE STATEMENT

The City Council hereby finds that the estimates and projections contained in the Measure and in the Tax Rate Statement required by Section 9401 of the California Elections Code presented at this meeting and on file with the City Clerk have been made based on currently available information but depend on a number of variables. Such estimates and projections have been made in good faith and are not binding or intended to be limitations on the terms of the general obligation bonds proposed to be authorized in the Measure. The City Manager and Director of Finance, each acting alone, are hereby authorized to finalize and execute the Tax Rate Statement, and to file the tax rate statement with the San Mateo County Registrar of Voters.

SECTION 16. INTERPRETATION

The provisions of this Ordinance, being necessary for the health, welfare, and safety of the City and its residents, are to be liberally interpreted to carry out its purposes. No error, irregularity or informality, and no neglect or omission of any officer, in any proceeding taken related to the submission of the Measure to the qualified voters of the City shall void or invalidate any such proceeding, any Bonds issued by the City or any levy of ad valorem taxes to pay principal of and interest on the Bonds.

SECTION 17. SEVERABILITY

If any provision of this Ordinance or the application thereof to any person or circumstance is held invalid, such invalidity shall not affect any other provisions or applications, and to this end the provisions of this Ordinance are declared to be severable.

SECTION 18. PUBLICATION OF ORDINANCE

This Ordinance shall be published once a day for at least seven days in a newspaper published at least six days a week in the City, or once a week for two weeks in a newspaper published less than six days a week in the City. The first of said publications shall, in either event, be within 15 days after the adoption of this Ordinance. If there are no such newspapers, it shall be posted in three public places in the City for two succeeding weeks. No other notice need be given.

SECTION 19. EFFECTIVE DATE

In accordance with Section 36937(a) of the California Government Code, this Ordinance shall become effective immediately, as an ordinance relating to an election, upon its adoption by two-thirds vote of all the members of this City Council.

PASSED AND ADOPTED this 21st day of July 2026, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Webster Lincoln, Mayor

ATTEST:

APPROVED AS TO FORM:

James Colin, City Clerk

John D. Lê, City Attorney

EXHIBIT A

MEASURE TO BE SUBMITTED TO THE VOTERS AUTHORIZING THE CITY OF EAST PALO ALTO TO ISSUE GENERAL OBLIGATION BONDS TO FINANCE MUNICIPAL IMPROVEMENT PROJECTS

SECTION 1. Findings.

WHEREAS, the City intends to issue general obligation bonds to finance the acquisition, construction and improvement of municipal improvement projects, and the City Council has found and determined that the public interest and necessity demand the issuance of general obligation bonds to finance the cost of acquisition, construction and improvement of certain municipal improvements, consisting of a civic center, recreational facilities and park improvements, and water and stormwater system infrastructure projects, as more fully described herein; and

WHEREAS, the proposed improvements will address earthquake safety by providing modern, seismically resilient facilities and infrastructure that better protect the health and safety of City residents, employees, and visitors in the event of an earthquake; and

WHEREAS, existing funds and funding sources are inadequate to finance the Improvements; and

WHEREAS, the City may have the opportunity to leverage private donations and state and federal grants to finance the Improvements; and

WHEREAS, the owner of approximately four (4) acres of real property located on Pulgas Avenue has indicated its intent to donate said property to the City if the issuance of the Bonds is approved by two-thirds of all voters voting on the proposition, and the City expects to construct said civic center thereon; and

WHEREAS, the owner of approximately six (6) acres of real property located on Pulgas Avenue described has indicated its intent to donate said property to the City if the issuance of the Bonds is approved by two-thirds of all voters voting on the proposition, and the City expects to construct and develop said recreational facilities and park improvements thereon; and

WHEREAS, the combined estimated value of said approximately ten (10) acres of real property has been estimated by the current owner to be \$29,000,000, leaving \$176,000,000 in estimated Improvement costs to be funded with other sources; and

WHEREAS, the City intends to finance the remaining \$176,000,000 in estimated Improvement costs through the issuance of the Bonds (\$125,000,000), funds on hand in the City's General Fund (\$20,000,000 expected to be appropriated), private cash donations (\$21,000,000 goal), and local, state and federal grants (\$10,000,000 goal); and

WHEREAS, the City's goal is to raise \$21,000,000 through private cash donations and \$10,000,000 in state and federal grants, and to restrict said donations and grants to financing the civic center; and

WHEREAS, the City has not entered into any agreement providing for any of said donations or grants, no assurance can be given that any of said donations or grants will be received by the City, and neither the issuance of the Bonds nor the undertaking of the proposed improvements is contingent upon receipt thereof; and

WHEREAS, said donations and grants are expected to be restricted to the purposes hereinbefore described, and the City does not expect to receive them if the proposed measure herein described is not approved by two-thirds of the voters voting on the proposition; and

WHEREAS, to the extent any such expected donations of real property are not received by the City, the proposed improvements include the acquisition of real property therefor with proceeds of the Bonds; and

SECTION 2. Object and Purpose of Bonds.

This Measure authorizes the issuance of general obligation bonds (the “Bonds”), the object and purpose of which is to finance the cost of the acquisition, construction and improvement of certain property to be used for municipal purposes (the “Improvements”), consisting of the following: (a) acquisition of approximately four (4) acres of real property located on Pulgas Avenue (or any other real property in the City) and the construction of a civic center thereon consisting of (i) an approximately 20,000 square foot police department facility, including an emergency operations center, and (ii) an approximately 100,000 square foot building to house a public library, City Hall, and related civic and community-serving facilities; (b) acquisition of approximately six (6) acres of real property located on Pulgas Avenue (or any other real property in the City) and the construction and development of recreational facilities and park improvements thereon, including, but not limited to, a track and field facility and related park amenities; (c) design, acquisition, construction, reconstruction, replacement, expansion, improvement, and equipping of water system infrastructure projects identified in the City’s capital improvement program, applicable water system master plans and as may otherwise be approved from time to time by the City Council consistent with the purposes described in this clause (c), including, but not limited to, water storage facilities, water mains and distribution pipelines, and related facilities and improvements necessary to improve system reliability, capacity, resiliency, and long-term service delivery; and (d) design, acquisition, construction, reconstruction, replacement, expansion, improvement, and equipping of stormwater system infrastructure projects identified in the City’s capital improvement program and applicable stormwater system master plans and as may otherwise be approved from time to time by the City Council consistent with the purposes described in this clause (d), including, but not limited to, storm drains and related facilities and improvements necessary to improve drainage capacity, flood protection, water quality, and system reliability.

The Improvements are also intended to address earthquake safety, including through the design and construction of new facilities and infrastructure built to current seismic safety standards to enhance the resiliency of municipal facilities and infrastructure in the event of an earthquake.

The Improvements described above together constitute, and are intended by the City Council to constitute, a single, unified plan and program of municipal improvements for the City, and the listing of individual projects is intended to describe the components of that unified plan.

The authorized Improvements also include all work, facilities and expenditures necessary and incidental to the projects described above. Examples of such work, facilities, and expenditures include, but are not limited to: costs of design, engineering, architect and other professional services, inspections, site preparation, utilities, landscaping, construction management and other planning and permitting, legal, accounting and similar costs; a customary construction contingency; demolition and disposal of existing structures; rental or construction of storage facilities and other space on an interim basis for materials and other equipment and furnishings displaced during construction; addressing unforeseen conditions revealed by construction or renovation, and other necessary improvements required to comply with existing building codes and other applicable law, including the Americans with

Disabilities Act; costs of the bond election; bond issuance costs; project administration during the duration of such projects; and financing and interest costs on the Bonds. Proceeds of the Bonds shall be applied only to the acquisition or improvement of real property, including fixtures and other equipment constituting improvements to real property, and to costs necessary or incidental thereto, consistent with Section 1(b)(2) of Article XIII A of the California Constitution.

The final costs, locations, designs, layouts and other components of the Improvements will be determined as plans are finalized, construction bids are awarded, and projects are completed. The City Council shall determine the priority, order, and timing of the Improvements, the Improvements may be undertaken and completed in any order, and the completion of any individual project is not contingent upon the completion of any other project. The City Council cannot guarantee that the Bonds will provide sufficient funds to allow completion of all needed Improvements.

SECTION 3. Estimated Cost of Improvements.

The estimated cost of the Improvements is \$205,000,000. The estimated cost includes legal or other fees, the costs of printing the Bonds, and other costs and expenses incidental to or connected with the authorization, issuance and sale of the Bonds. To the extent the Improvements financed are revenue-producing public works, the cost of the Improvements may also include bond interest estimated to accrue during the construction period and for a period of not to exceed 12 months after completion of construction.

SECTION 4. Principal Amount of Bonds.

The aggregate principal amount of the Bonds to be issued is not to exceed \$125,000,000.

SECTION 5. Maximum Interest Rate.

The maximum rate of interest to be paid on the Bonds shall be 12% per annum.

SECTION 6. Accountability Requirements.

The following accountability measures apply to the issuance of the Bonds pursuant to this Measure

- (a) The specific purpose of the Bonds is to finance the Improvements; and
- (b) The proceeds from the sale of the Bonds will be used only for the purposes specified in this Measure and not for any other purpose; and
- (c) The proceeds of the Bonds will be deposited into a separate account to be created and held by the City; and
- (d) The Director of Finance of the City shall file a report with the East Palo Alto City Council at least annually showing the amount of Bond proceeds collected and expended, and the status of the Improvements; and
- (e) All expenditures also will be subject to an annual independent financial audit to confirm that Bond expenditures are consistent with the intent of this Measure.

RESOLUTION NO. XX– 2026

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST PALO ALTO

PLACING A MEASURE TO AUTHORIZE THE CITY OF EAST PALO ALTO TO ISSUE GENERAL OBLIGATION BONDS AT THE GENERAL MUNICIPAL ELECTION TO BE HELD ON NOVEMBER 3, 2026, REQUESTING CONSOLIDATION WITH THE STATEWIDE GENERAL ELECTION, AND SETTING PROCEDURAL DETAILS

WHEREAS, the City of East Palo Alto (the “City”) is authorized to issue general obligation bonds to finance municipal improvements pursuant to certain provisions of the California Government Code, including Article 1, commencing with Section 43600, of Chapter 4 of Division 4 of Title 4 and Article 4.5, commencing with Section 53506, of Chapter 3 of Part 1 of Division 2 of Title 5; and

WHEREAS, on July 7, 2026, the City Council of the City adopted, by a two-thirds vote of all its members, a resolution entitled “Resolution of the City Council of the City of East Palo Alto determining that the public interest and necessity demand the acquisition, construction and improvement of municipal improvement projects, and their financing through the issuance of general obligation bonds,” pursuant to which the City Council has found and determined that the public interest and necessity demand the issuance of general obligation bonds to finance the cost of acquisition, construction and improvement of certain municipal improvements (the “Improvements”), generally consisting of a civic center (an approximately 100,000-square-foot building housing a public library approximately three times the size of our current library, community spaces, and city offices, as well as an approximately 20,000-square-foot police department facility with an Emergency Command Center), recreational facilities and park improvements (including a track and field facility), and water and stormwater system infrastructure projects, as more fully described in the hereinafter defined Measure; and

WHEREAS, clean and safe drinking water is a top priority for East Palo Alto residents, and the City must upgrade deteriorating water pipes and repair aging storm drains to prevent pollution from entering the Bay and flooding City streets; and

WHEREAS, East Palo Alto needs additional safe places for youth after school and during the summer, and the City should provide dedicated spaces for children and youth to play and gather, which help to keep them safe and out of trouble; and

WHEREAS, the East Palo Alto Library has not been significantly renovated in 40 years – it is is outdated, deteriorating, and overcrowded, with wait lists for literacy and children's programming due to a lack of space; and

WHEREAS, the City's vision is for a modern library with up-to-date technology, hands-on learning and maker spaces, and dedicated areas for children and teens so they have a safe place to go after school and during the summer; and

WHEREAS, other public buildings used by the community also have leaky roofs, faulty heating and cooling systems, and outdated electrical wiring; and

WHEREAS, through community engagement and outreach, East Palo Alto residents also identified installing drinking water storage tanks and addressing earthquake safety as among the community's highest priorities; and

WHEREAS, the Improvements constitute a single, unified program of municipal improvements;
and

WHEREAS, the City Council is required by the California Constitution as well as other applicable provisions of California law to submit the proposal for bonded indebtedness to the voters for their consideration; and

WHEREAS, on the date hereof, the City Council adopted, by a two-thirds vote of all its members, an ordinance entitled “An ordinance of the City Council of the City of East Palo Alto ordering the submission of a proposition of incurring a bonded indebtedness to the qualified voters of the City of East Palo Alto at the general municipal election to be held on November 3, 2026, for the purpose of financing the cost of the acquisition, construction and improvement of certain municipal improvement projects” (the “Ordinance”), ordering the submission to the voters of a proposition authorizing bonded indebtedness to the voters of the City for their consideration; and

WHEREAS, it is necessary to request that the Board of Supervisors of San Mateo County consolidate such election with the statewide general election to be held on the same date; and

WHEREAS, the City Council desires to have the Registrar of Voters of San Mateo County render certain services in connection with the consolidated election.

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF EAST PALO ALTO HEREBY:

1. **Call for Election; Abbreviated Measure.** The City Council hereby orders submitted to the voters at an election to be held in the City on November 3, 2026, a measure designated by letter by the Registrar of Voters of San Mateo County authorizing the sale of general obligation bonds by the City to finance the costs of Improvements (the “Measure”), to appear on the ballot for said election in substantially the following form:

East Palo Alto Community/Water/Public Safety Infrastructure Measure. Shall the measure constructing a Library, Emergency Command Center, civic center, youth sports park; replacing deteriorating water pipes to provide safe/ clean drinking water; repairing storm drains to prevent flooding; addressing earthquake safety, by authorizing East Palo Alto to issue \$125,000,000 in general obligation bonds, with annual levies averaging \$105.26 per \$100,000 of assessed value (raising approximately \$8,940,000 annually) while bonds are outstanding, with independent audits/ public disclosure, be adopted?	YES
	NO

2. **Full Text of Measure.** The full text of the Measure is attached as Exhibit A to the Ordinance and is incorporated herein by reference as if set forth in full. The full text of the Measure shall be

printed in the voter information guide. The Measure shall not take effect unless approved by a two-thirds vote of the voters voting on the question.

3. **Consolidation.** Pursuant to California Elections Code Sections 10002, 10400, and 10403, the City hereby requests that the San Mateo County Board of Supervisors and the Registrar of Voters consolidate the election on the City's Measure with the Statewide general election to be held on November 3, 2026, and further requests the services of the San Mateo County Registrar of Voters in carrying out the election for the City's Measure, including sending to the City's registered voters all required election materials, conducting the election, canvassing the vote received, and taking all steps necessary and required for the holding of the election for the City's Measure within the City. The City Clerk of the City shall receive the canvass as it pertains to the election on the City's Measure from San Mateo County and shall certify the results to the City Council to the extent required by law.
4. **Manner of Conducting Election.** The City acknowledges that the consolidated election will be held and conducted in the manner prescribed in Section 10418 of the California Elections Code. The location of the central counting place for the ballots to be cast at the election shall be as established by the Board of Supervisors of San Mateo County or the Registrar of Voters of San Mateo County. The precincts, ballot drop box locations and hours of operations, vote center locations and hours of operations, vote-by-mail procedures and timing, and election officers, and all other persons and procedures for the election shall be the same as those utilized by San Mateo County.
5. **Impartial Analysis.** The City Council directs the City Clerk to submit to the City Attorney a copy of the Measure, and the City Attorney is hereby authorized and directed to prepare an impartial analysis of the Measure showing its effect on the existing law and operation of the Measure. The impartial analysis shall be submitted by the City Attorney to the City Clerk on or before Tuesday, August 18, 2026, at 5:00 p.m., shall not exceed 500 words in length, and otherwise shall comply in all respects with the applicable provisions of the California Elections Code.
6. **Direct Arguments.** The last day for filing direct arguments for or against the Measure shall be Tuesday, August 11, 2026, at 5:00 p.m., and all such arguments shall be filed with the City Clerk of the City of East Palo Alto, 2415 University Avenue, East Palo Alto, California 94303, and shall not exceed 300 words in length. Each argument shall be filed with the City Clerk, signed, and include the printed name(s) and signature(s) of the author(s) submitting it, or if submitted on behalf of an organization, the name of the organization, and the printed name and signature of at least one of its principal officers who is the author of the argument. The arguments shall be accompanied by the "Form of Statement to be filed by Author(s) of Argument" as provided by the City Clerk. Arguments received prior to the deadline shall be confidential until the deadline. The City Clerk, upon receipt of arguments and after the filing deadline, shall immediately transmit copies to any known opposing parties who may then submit rebuttals within the time period described in Section 7 below.
7. **Rebuttals.** The last day for filing rebuttal arguments for or against the Measure shall be Tuesday, August 18, 2026, at 5:00 p.m., and all such arguments shall be filed with the City Clerk of the City of East Palo Alto, 2415 University Avenue, East Palo Alto, California 94303, and shall not exceed 250 words in length. The rebuttal arguments shall be accompanied by the "Form of Statement to be filed by Author(s) of Argument" as provided by the City Clerk. Arguments received prior to the deadline shall be confidential until the deadline.

8. **Examination Periods.** Pursuant to Section 9295 of the California Elections Code, there shall be a 10-day public review period for the impartial analysis, arguments submitted for or against the Measure, and rebuttal arguments. These time periods are established as follows:
- (a) with respect to the impartial analysis, commencing on Tuesday, August 18, 2026, at 5:00 p.m. and closing on Friday, August 28, 2026, at 5:00 p.m.;
 - (b) with respect to arguments submitted for or against the Measure, commencing on Tuesday, August 11, 2026, at 5:00 p.m. and closing on Friday, August 21, 2026, at 5:00 p.m.; and
 - (c) with respect to rebuttal arguments, commencing on Tuesday, August 18, 2026, at 5:00 p.m. and closing on Friday, August 28, 2026, at 5:00 p.m.
- The City Clerk shall comply with all provisions of law establishing priority of arguments for printing and distribution to the voters and shall take all necessary actions to cause the selected arguments to be printed and distributed to the voters. Rebuttal arguments shall be printed in the same manner as the direct arguments. Each rebuttal argument shall immediately follow the direct argument which it seeks to rebut.
9. **Compliance with Other Applicable Laws.** In all particulars not recited in this Resolution, the election shall be held and conducted as provided by law for holding municipal elections.
10. **Synopsis of Measure.** The City Council hereby directs the City Clerk to publish a synopsis of the Measure pursuant to Elections Code Section 12111.
11. **Transmittal of Resolution.** The City Clerk is authorized to transmit a certified copy of this Resolution to the San Mateo County Board of Supervisors and Registrar of Voters.
12. **Official Actions.** Each of the City Manager, the Assistant City Manager, the Director of Finance, and the City Clerk, and any of their designees, is hereby authorized and directed to work with the appropriate officials of San Mateo County to carry out the purposes and intent of this Resolution, including preparing, signing and/or filing any supplemental documents, agreements, or materials.
13. **Partial Invalidity.** If any provision of this Resolution or the application thereof to any person or circumstance is held invalid, such invalidity shall not affect other provisions or applications of this Resolution which can be given effect without the invalid provision or application, and to this end the provisions of this Resolution are severable. The City Council hereby declares that it would have adopted this Resolution irrespective of the invalidity of any particular portion thereof.
14. **Effective Date.** This Resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED this 21st day of July 2026, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Webster Lincoln, Mayor

ATTEST:

APPROVED AS TO FORM:

James Colin, City Clerk

John D. Lê, City Attorney

TAX RATE STATEMENT

An election will be held in the City of East Palo Alto (the “City”) on November 3, 2026, to authorize the sale of up to \$125,000,000 in bonds of the City to finance the specific projects listed in the measure. If such bonds are authorized, the City expects to sell the bonds in one or more series. Principal and interest on the bonds will be payable solely from the proceeds of ad valorem tax levies made upon the taxable property in the City. The following information is provided in compliance with sections 9400-9404 of the California Elections Code. Such information is based upon the best estimates and projections presently available from official sources, upon experience within the City, and other demonstrable factors.

Based upon the foregoing and projections of the City’s assessed valuation:

1. The best estimate of the average annual tax rate that would be required to be levied to fund the bond issue over the entire duration of the bond debt service, based on a projection of assessed valuations available at the time of filing of this statement is \$105.26 per \$100,000 of assessed valuation of all property to be taxed. The best estimate of the final fiscal year in which the tax is anticipated to be collected is 2057.
2. The best estimate of the highest tax rate that would be required to be levied to fund the bond issue, based on a projection of assessed valuations available at the time of filing this statement is \$114.41 per \$100,000 of assessed valuation of all property to be taxed. The best estimate of the first fiscal year in which the highest tax rate will apply is 2028.
3. The best estimate of the total debt service, including the principal and interest, that would be required to be repaid if all the bonds are issued and sold is \$268,205,658.

Voters should note that such estimated tax rates are specific to the repayment of bonds issued under this authorization and are and will be in addition to tax rates levied in connection with other bond authorizations approved or to be approved by the City or any other overlapping public agency.

Voters should note that estimated tax rate is based on the assessed value of taxable property on San Mateo County’s official tax rolls, not on the property’s market value. Property owners should consult their own property tax bills to determine their property’s assessed value and any applicable tax exemptions.

Attention of all voters is directed to the fact that the foregoing information is based upon projections and estimates only, which amounts are not maximum amounts or durations and are not binding upon the City. The actual debt service amounts, tax rates and the years in which they will apply may vary from those presently estimated, due to variations from these estimates in the timing of bond sales, the amount of bonds sold and market interest rates at the time of each sale, and actual assessed valuations over the

term of repayment of the bonds. The dates of sale and the amount of bonds sold at any given time will be determined by the City based on need for funds and other factors. The actual interest rates at which the bonds will be sold will depend on the bond market at the time of each sale. Actual future assessed valuation will depend upon the amount and value of taxable property within the City as determined by the San Mateo County assessor in the annual assessment and the equalization process.

Director of Finance
City of East Palo Alto

July 17, 2026



EAST PALO ALTO CITY COUNCIL STAFF REPORT

DATE: July 21, 2026

TO: Honorable Mayor and Members of the City Council

VIA: Melvin E. Gaines, City Manager

BY: Yajaira Morales, Interim Community & Economic Development Manager
Elena Lee, Planning Manager
Karen Camacho, Interim Community Development Director
Shiri Klima, Assistant City Manager

SUBJECT: Adoption of Temporary Housing Development Incentive Program for Smaller Projects Ordinance

Recommendation

Staff recommends that the City Council adopt a resolution:

1. Based on the findings required by East Palo Alto Municipal Code (EPAMC) Section 18.114.060, find that the proposed Temporary Housing Development Incentive Program (THDIP) Ordinance is consistent with the General Plan, including the Housing Element, and supports the City's ability to meet its Regional Housing Needs Allocation (RHNA) by income category; will not be detrimental to the public interest, health, safety, convenience, or welfare of the City; and is internally consistent with the Development Code;
2. Waive the second reading and adopt an uncodified ordinance, as set forth as Attachment 1 in this report, titled "Temporary Housing Development Incentive Program for Smaller Projects" ("THDIP");
3. Direct the City Manager or designee to adopt Administrative Guidelines for the implementation of the THDIP; and
4. Find the proposed actions do not constitute "projects" with the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines sections 15378(b)(4) and 15378(b)(5) (governmental, administrative or financial activity) and Section 15061(b)(3) (common sense).

Alignment with City Council Strategic Plan

This recommendation is primarily aligned with:

Priority: Comprehensive Housing

Priority: Land Use, Economic, and Workforce Development

Executive Summary

Staff recommends that the City Council waive the second reading and adopt the ordinance establishing the Temporary Housing Development Incentive Program for Smaller Projects (“THDIP”), to be effective for eighteen (18) months (Attachment 1). Prior to introduction, Council directed staff to make the following changes to the ordinance, as set forth in Attachment 1 and summarized in Table 1 below:

Table 1. Proposed THDIP Ordinance Provisions

Section	Ordinance Provisions
Purpose	Temporarily incentivize new housing production by removing inclusionary housing requirements for certain smaller projects while the City participates in the countywide Grand Nexus and Feasibility Study and considers permanent updates to the Inclusionary Housing Ordinance based on the study’s findings.
Program Duration	Effective until December 30, 2027 (with complete Vertical Building Permit application due by January 30, 2028).
Rental Projects & Ownership Projects	IHO Applies
Small Project Exemption	Projects with 20 units or fewer exempt from inclusionary housing requirements.
SB 330 Projects	Eligible to participate if they amend their inclusionary obligations and become subject to current development impact fees; alternatively, they may retain existing obligations.
Off-Site Compliance Projects	Excluded from THDIP due to the project-specific nature of their affordability agreements.
Eligibility Requirements	Projects must obtain approval of a THDIP waiver, apply for a qualifying vertical building permit, and pay applicable permit fees before the program expires.

Section	Ordinance Provisions
Program Elements Unchanged	Existing rules related to affordability requirements, affordability monitoring, in-lieu fee calculations, unit standards, construction timing, and long-term affordability restrictions remain in effect.

On July 7, 2026, the City Council introduced the attached ordinance with the following vote:

AYES: Mayor Webster Lincoln, Councilmembers Dinan and Barragan

NOES: Councilmembers Abrica and Romero

ABSENT: None

ABSTAIN: None

The item went to the Planning Commission on July 13, 2026. Per State statute and East Palo Alto Municipal Code (EPAMC), the proposed THDIP requires findings of consistency with the General Plan, including the Housing Element, and supports the City's ability to meet its Regional Housing Needs Allocation (RHNA) by income category; that the Ordinance will not be detrimental to the public interest, health, safety, convenience, or welfare of the City; and that the Ordinance is internally consistent with the Development Code. Staff recommended that Planning Commission make these findings; Planning Commission found that it could not make these findings for the reasons summarized in this report.

Staff continues to recommend that the City Council find that the THDIP is consistent with the General Plan and that there is substantial evidence in the record such that the City Council may make the requisite findings. Still, the Council should consider the Planning Commission's determination and rationale for that determination and decide whether the Council can make find that the proposed THDIP is consistent with the General Plan, including the Housing Element, and supports the City's ability to meet its Regional Housing Needs Allocation (RHNA) by income category; that the Ordinance will not be detrimental to the public interest, health, safety, convenience, or welfare of the City; and that the Ordinance is internally consistent with the Development Code.

If so, staff recommends the City Council waive the second reading and adopt the THDIP as set forth as Attachment 1. Finally, the Council should consider directing the City Manager to adopt Administrative Guidelines for the implementation of the THDIP.

Background

Inclusionary Housing Policies Generally and the City's Ordinance Specifically

Inclusionary housing policies typically require residential developers to provide a percentage of units at below-market prices or rents as part of new development. The City's Inclusionary Housing Ordinance ("IHO") is codified in Chapter 18.37 of the East

Palo Alto Municipal Code. The IHO was originally adopted in 1994 and has been amended several times, most recently in 2019, with minor amendments in 2025. The City first adopted Inclusionary Housing guidelines (“Guidelines”) as a companion document to the IHO on October 20, 2020. The last update to the Guidelines was on July 16, 2025. The Guidelines are intended to assist developers by addressing the key components of the IHO.

Chapter 18.37 applies to newly constructed residential development, including the residential component of mixed-use projects, subject to certain exemptions. Accessory dwelling units and lot split projects developed pursuant to Senate Bill 9 are currently exempt.

For residential developments consisting of five or more units, the IHO requires that twenty percent of the units be provided as inclusionary units on the same site as the development unless the City Council approves an alternative compliance option (such as paying in-lieu fees). For developments with fewer than five units, the developer chooses to either pay an in-lieu fee or provide one inclusionary unit.

Rental projects must provide inclusionary units at multiple income levels, including units affordable to households at approximately 35 percent, 50 percent, and 60 percent of area median income (“AMI”). Ownership projects must provide units affordable to households at approximately 80 percent and 120 percent of AMI. Affordability restrictions are generally required in perpetuity.

The IHO allows alternative compliance options with City Council approval, including off-site construction, payment of in-lieu fees, accessory dwelling units, or other methods that provide an equivalent or greater public benefit. When alternative compliance is approved, the required percentage increases to 25 percent.

Analysis

Currently, Chapter 18.37 applies to most projects with one or more units. In contrast, many programs in the region exempt smaller projects from inclusionary requirements. The THDIP as introduced by the City Council on July 7, 2026, temporarily exempts projects up to twenty units from the inclusionary requirements to incentivize this construction type.

The term “pipeline projects” refers to projects with an approved or entitled application, or a pending application or pre-application, that are not yet built. As of June 23, 2026, there are 17 projects in the City’s pipeline that propose to have 20 or fewer units. Fourteen of these projects propose to have ten or fewer units. The 17 proposed projects with 20 or fewer units combined propose 128 total units. This represents 3% of the 3,966 total units currently in the City’s pipeline.

The existing IHO's 20-percent inclusionary housing requirement for these 128 units would require approximately 26 affordable units to be provided. Under the THDIP, these affordable units would not be required if the applicants attain vertical building permits by January 30, 2028. Considering the 3,966 units in the City's pipeline, and the corresponding 793 inclusionary units currently required under the IHO, the THDIP would reduce the number of affordable units by 3%, going from 793 to 767 affordable housing units being required.

Required Findings Related to the THDIP

The proposed THDIP requires findings of consistency with the General Plan, including the Housing Element, supporting the City's ability to meet its Regional Housing Needs Allocation (RHNA) by income category; that the Ordinance will not be detrimental to the public interest, health, safety, convenience, or welfare of the City; and that the Ordinance is internally consistent with the Development Code.

Below is staff's analysis of those findings related to the THDIP.

1. The THDIP is Consistent with Vista 2035 General Plan and the RBD Specific Plan:

The proposed THDIP is consistent with the Land Use and Urban Design Element and the Housing Element of the City's Vista 2035 General Plan, as well as the Ravenswood Business District Specific Plan (RBD)³. The program implements and advances numerous General Plan goals, policies, and implementation programs intended to increase housing production, expand housing choice, facilitate affordable housing development, and assist the City in meeting its RHNA obligations. As set forth more fully below, the City, through its Housing Element, has planned substantially for housing units, and its RHNA obligations require the approval of units across all income categories. Specifically, the THDIP is consistent with the following:

- ***Land Use Element – Goal LU-3: Expand the variety and diversity of housing opportunities throughout the City by increasing the supply and range of housing types in a manner that enhances quality of life, supports multigenerational living, and strengthens community connectedness.***

By removing the affordable housing requirements for 128 of 3,966 total proposed housing units in the City's pipeline, the THDIP will require 26 fewer affordable units to be provided than the 793 required under the existing IHO. This represents a 3% reduction in potential affordable housing units. At the same time, if inclusionary housing requirements are a barrier to housing production, the removal of requirements for smaller projects could result in 17 projects with 128 units advancing.

Ultimately, the THDIP maintains the inclusionary requirements for 97% of pipeline projects in the City while potentially catalyzing the development of 128 units that have been stalled. This expands the variety and diversity of housing opportunities throughout the City by increasing the supply and range of housing types in a manner that enhances quality of life, supports multigenerational living, and strengthens community connectedness.

- ***Land Use Element – Goal LU-4: Expand opportunities for multifamily residential development to provide a broader range of housing choices for existing and future residents while increasing the City's overall housing supply.***

The THDIP furthers this goal by supporting policies that encourage a more diverse residential building stock and expanded housing opportunities by providing greater flexibility for inclusionary housing requirements for qualifying projects of 20 or fewer units. With respect to affordable units, the THDIP does not exempt any housing projects of 21 units or more (97% of pipeline projects), thus preserving the City's current IHO requirements for the largest projects that produce the most market-rate as well as inclusionary units.

- ***RBD Specific Plan – Goal LU-1: A balance of land uses that satisfies residents' needs for a complete mix of residential, retail, commercial, industrial, and public uses.***

The THDIP supports the goal and policies that promote balanced residential development, encourage income-restricted affordable housing, provide incentives for housing production, and facilitate actions necessary for the City to create housing to support a diverse range of uses in the RBD area.

- **Housing Element:** The THDIP is consistent with the Housing Element's policies and implementation programs that promote housing production across a range of income levels, including measures designed to facilitate achievement of the City's Regional Housing Needs Allocation (RHNA) requirements. Here are some relevant Housing Element goals:

- ***Housing Element - Goal 1: Create more housing opportunities and more housing that is affordable to East Palo Alto.***

Considering all of its aspects, the THDIP furthers Goal 1 and does not obstruct its attainment. The program is designed to induce near-term construction of housing that the record indicates is otherwise stalled: 17 pipeline small projects have not pulled building permits, and staff testified that the program's purpose is to "find opportunities to increase housing generation that will help meet our RHNA requirements". The exemption is

narrow — limited to projects of twenty (20) units or fewer — and the full Inclusionary Housing Ordinance, including its on-site and in-lieu requirements, remains in force for all projects of twenty-one (21) or more units, where the majority of the City's units, and affordable units, are produced. The program also preserves State Density Bonus affordability (Gov. Code § 65915) and the Inclusionary Housing Ordinance's existing in-lieu and off-site compliance options. Staff estimated that the affordable units potentially affected are uncertain — one hundred and twenty-eight (128) units or 3% of the total pipeline of 3,966 units as of June 23, 2026, and sixteen (16) units or <1% of the total sites inventory of 1,933 units listed in the Housing Element — and that it is unknown how many eligible projects will opt in before the program sunsets on December 30, 2027. Staff recognizes that Goal 1 expressly emphasizes affordability and that some otherwise-required affordable units may be forgone, if moderate and above moderate units are built in their place; on balance, however, that modest and uncertain reduction is outweighed by the program's production benefit and by retention of the Inclusionary Housing Ordinance for larger projects, such that the amendment furthers Goal 1's twin objectives of more housing and more affordable housing and does not obstruct their attainment.

- ***Housing Element – Goal 3: Create homeownership opportunities for East Palo Alto residents and stability for existing homeowners.***

By removing the requirement to provide affordable housing units, the THDIP will lower the cost of providing market rate units. This could reduce the costs of those market rate units for potential homeowners. While the East Palo Alto median household income is lower than would be necessary to afford a market rate unit, the TDHIP for Smaller Projects will only apply to 128 of 3,966 pipeline housing units. East Palo Alto residents with above-median household income levels could benefit from the production of 128 market rate units; particularly if they are priced lower due to lower production costs.

- ***Housing Element – Goal 4: Prevent displacement of East Palo Alto residents.***

Considering all of its aspects, the THDIP does not obstruct — and in part furthers — Goal 4. As staff explained, Goal 4 is multipronged and itself includes a housing-production sub-goal tied to the Ravenswood Business District plan to develop new housing; by facilitating that production, the amendment directly advances that prong. The program applies to net-new

development on vacant or underutilized sites and does not authorize the demolition or conversion of existing occupied affordable housing, so it causes no direct displacement. The City's direct anti-displacement tools — rent stabilization, the Inclusionary Housing Ordinance for projects of twenty-one (21) or more units, and its preservation and rental-assistance programs — remain fully in effect. The sites inventory continues to accommodate the City's remaining Regional Housing Needs Allocation in every income category by substantial margins even if all affected pipeline projects participate (approximately 251% very-low, 513% low, 195% moderate, and 174% above-moderate income), consistent with Government Code section 65863 (Sites Inventory / No-Net-Loss analysis in the record). Staff acknowledges public testimony that increased market-rate supply may not by itself prevent displacement; because Goal 4 contains its own production objective, the program creates no direct displacement, and all direct anti-displacement measures remain intact, the amendment does not obstruct, and partially furthers, Goal 4. Finally, building at all income levels may reduce displacement pressure more generally.

- ***Housing Element – Goal 7: Create more housing opportunities for special needs households, including large households, people at risk of or experiencing homelessness, and individuals with disabilities.***

The THDIP supports the goal and policies by encouraging the faster production of housing.

- ***Housing Element – Goal 9: Build City capacity for long-term housing planning and implementation of a range of Housing programs and initiatives.***

The THDIP supports the goal and policies by considering the potential financial impact of the inclusionary housing requirements on new development.

- ***Housing Element – Goal 10: Amend Zoning and Other Development Regulations to Facilitate the Construction of Housing.***

The THDIP is a temporary uncodified ordinance to facilitate the construction of housing projects.

Applicable Legal Standard.

EPAMC § 18.114.060(B)(1)(a) provides that a Development Code amendment “may be approved only if” the City first finds that the amendment “is consistent with the General Plan and any applicable Specific Plan.” Because the Housing Element is a mandatory element of the General Plan (Government Code Sections 65302, 65580 et seq.), a finding of General Plan consistency necessarily includes consistency with the Housing Element. State law independently requires the City’s zoning and development regulations to be consistent with the General Plan (Government Code § 65860) and requires the General Plan’s elements to be internally consistent (Government Code § 65300.5).

Housing Element and RHNA by income category.

Temporarily exempting certain projects from inclusionary housing obligations is consistent with the Housing Element and the City’s obligation to accommodate its remaining RHNA by income category.

Table RHNA 6 Progress

Income Level	RHNA 6 Allocation	2023	2024	2025	Total Progress	Percentage by Income Category
ELI (<30% AMI)	165	0	0	41	41	54%
VLI (31% - 50% AMI)		0	26	22	48	
LI (51% - 80% AMI)	95	5	8	84	97	102%
MOD (81% - 120% AMI)	159	2	7	5	14	9%
Above-MOD (>120% AMI)	410	7	8	6	21	5%
Total	829	14	49	158	221	27 %

For the current planning period, the City’s RHNA allocation is 165 extremely and very low-income units, 95 low-income units, 159 moderate-income units, and 410 above-moderate income units. The City’s RHNA progress (building permits issued) to date is 89 extremely and very low-income units, 97 low-income units, 14 moderate-income units, and 21 above-moderate income units.

Staff has reviewed the Housing Element programs that rely on the IHO (Policy 1.26, Program 3.1, Policy 4.13, Policy 7.8, and Program 9.6) and the City’s housing sites inventory. The City’s progress in terms of Housing Element compliance is primarily on planning for affordable and deeply affordable units, with modest progress toward

moderate and above-moderate. Per the RHNA, the City has met its low-income units requirement and has met approximately half of its very low-income units requirement, but the City has not made critical progress in its required moderate-income and above-moderate-income units. The THDIP's focus on incentivizing housing development generally is thus consistent with achieving the City's RHNA, which makes it consistent with the Housing Element.

No Net Loss and Adequate Sites.

Government Code § 65863 requires the City to ensure adequate sites remain available to accommodate its remaining unmet RHNA by income category. The draft ordinance preserves the City's authority to make the required findings on a project-by-project basis and does not reduce the residential capacity identified in the City's housing sites inventory. Attachment 1 provides an overview of the Housing Element inventory and includes in red the potential unit affordability that might be impacted by the THDIP.

City Council is seeking to exempt projects with 20 or fewer units from IHO requirements. As described earlier, by removing the affordable housing requirements for 128 of 3,966 total proposed housing units in the City's pipeline, the THDIP will require 26 fewer affordable units to be provided than the 793 required under the existing IHO. This represents a 3% reduction in potential affordable housing units. At the same time, if inclusionary housing requirements are a barrier to housing production, the removal of requirements for smaller projects could result in 17 projects with 128 units advancing.

Ultimately, the THDIP maintains the inclusionary requirements for 97% of pipeline projects in the City while potentially catalyzing the development of 128 units that have been stalled. This expands the variety and diversity of housing opportunities throughout the City by increasing the supply and range of housing types in a manner that enhances quality of life, supports multigenerational living, and strengthens community connectedness.

A similar analysis can be made by reviewing the City's Sites Inventory listed in the Housing Element, and provided in greater detail in the July 13, 2026 Planning Commission report. In the City's 2023-2031 Housing Element, adopted in March 2024, the City projected a Sites Inventory with the following breakdown: a total pipeline of 1001 units (including entitled or approved projects), 817 opportunity sites, and 115 ADUs. Despite the potential changes to the Sites Inventory units' affordability levels, the City's Sites Inventory still significantly exceed the City's RHNA 6 units in all income categories, and would only experience a <1% overall reduction in number of affordable units. Given this margin of compliance, the proposed THDIP is not expected to significantly hamper the City's progress toward site adequacy (no net loss).

Factors Supporting General Plan Consistency.

- Temporary and self-reverting. The incentive program is time-limited and conditioned on near-term construction milestones; absent timely performance,

projects revert to the full Chapter 18.37 requirements. The program does not reduce the densities identified in the Housing Element; it only exempts certain projects from its requirements (primarily small unit developments, i.e., 20 or fewer units).

- Affordability preserved through State law. The program preserves all applicable State Density Bonus affordability requirements (Government Code § 65915).
- Advances Housing Element production goals. By temporarily reducing development costs during a period of constrained project feasibility, the program is intended to accelerate overall housing production for a limited swath of projects (20 or fewer units).
- Interim measure pending data. The program serves as a temporary bridge while the Grand Nexus and Feasibility Study is being completed, after which the City will consider permanent amendments to the Inclusionary Housing Ordinance.

2. The THDIP Will Not Be Detrimental to the Public Interest, Health, Safety, Convenience, or Welfare of the City;

In addition to General Plan consistency, EPAMC § 18.114.060(B)(1)(b) requires a finding that the amendment will not be detrimental to the public interest, health, safety, convenience, or welfare of the City, and § 18.114.060(B)(2) requires a finding that it is internally consistent with the Development Code. The program is voluntary, time-limited, and preserves State-law affordability protections. The temporary ordinance exempts projects with 20 or fewer units but retains all other aspects of the Inclusionary Housing Ordinance requirements and General Plan goals and policies, including required densities. And, because the proposed ordinance amendment is expected to incentivize the production of housing by eliminating a cost factor for certain small-scale projects, it is expected to be consistent with public interest, health, safety, convenience, or welfare by generating more housing overall. So, while 26 inclusionary units in the pipeline projects could potentially be waived by the THDIP, a possible 128 market rate units could be incentivized and built sooner than otherwise. Additionally, for the projects proposing over 20 units, the 72 affordable units and 3838 total units remain as the THDIP does not affect such projects. Accordingly, staff believe both findings can be made.

3. The proposed amendment is internally consistent with other applicable provisions of the Development Code.

EPAMC § 18.114.060(B)(2) also requires that potential amendments be reviewed for internal consistency with other applicable sections of the Development Code. The proposed THDIP potentially waives the inclusionary housing requirements for small projects to incentivize development. However, all other components remain, and this is only a temporary change. The Development code was reviewed and the proposed

THDIP is internally consistent with all other aspects of the Municipal Code. Therefore, the THDIP, as currently introduced, is as consistent with the Development Code as the current IHO.

Planning Commission Findings

At the July 13, 2026, Planning Commission meeting, the Planning Commission expressed they could not make the finding that the THDIP is consistent with the General Plan. The Planning Commission also expressed it could not make the findings that the THDIP will not be detrimental to the public interest, health, safety, convenience, or welfare of the City. The Commission's findings focused primarily on General Plan Goal 1 (creating more housing opportunities and more housing that is affordable to East Palo Alto) and Goal 4 (preventing displacement of East Palo Alto residents), concluding that the program would not produce affordable housing units and that affordable units would be permanently lost.

General Plan consistency is measured against the General Plan as a whole under a deferential legislative standard, not by requiring every individual program to independently satisfy every policy or goal. The THDIP advances the General Plan's broader housing objectives by preserving existing affordability protections while providing an additional compliance pathway that supports housing production and helps maintain the City's ability to meet its Regional Housing Needs Allocation (RHNA) obligations.

Staff's original recommendation to the Planning Commission accounts for the City's continuing obligation to identify opportunities to increase housing production to satisfy its RHNA requirements at all income levels, including on the moderate and above moderate-income levels. The THDIP has the potential to facilitate additional housing units that contribute toward those obligations.

Accordingly, the THDIP should be viewed as an additional tool to increase housing production while preserving existing affordability requirements, rather than replacing them. Expanding opportunities for housing development is consistent with the City's obligation to increase housing supply, maintain compliance with RHNA, and implement the General Plan when evaluated as a whole.

The proposed amendment will not be detrimental to the public interest, health, safety, convenience or welfare of the City and is internally consistent with the Development Code. Staff respectfully submit that the City Council may make the required findings, consistent with staff's original recommendation to the Planning Commission, after giving due consideration to the Planning Commission's recommendation.

Fiscal Impact

Adoption of the ordinance itself does not have an immediate fiscal impact. However, implementation of the THDIP may reduce future inclusionary housing in-lieu fee revenue and affordable housing obligations associated with qualifying smaller development projects. The extent of any such reduction depends on the number and type of projects that utilize the program.

The purpose of the THDIP is to incentivize residential development activity during the temporary program period. While additional development activity could generate future economic and fiscal benefits to the City, including potential increases in property tax and other revenues, any attempts to quantify those impacts at this time are speculative.

Public Notice

The public was provided notice by making the agenda and report available on the City's website and on a bulletin board located at City Hall: 2415 University Avenue, East Palo Alto. Additionally, notice of the second public hearing for July 21 was published in the local newspaper: San Mateo Daily Journal on July 16, 2026.

Environmental

The Temporary Housing Development Incentive Program (THDIP) Ordinance is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Sections 15378(b)(4) and 15378(b)(5). CEQA Guidelines Section 15061(b)(3), commonly referred to as the "common sense exemption," provides that CEQA applies only to projects that have the potential to result in a significant effect on the environment, and that where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. CEQA Guidelines Section 15378(a) provides that a project under CEQA is one that "has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment." Section 15378(b) provides that administrative and organizational activities that will not result in direct or indirect physical changes in the environment are not projects for purposes of CEQA.

The proposed Ordinance establishes a Temporary Housing Development Incentive Program, applicable to Smaller Projects, Pipeline Projects, and projects entitled pursuant to SB 330 that meet the applicability criteria. The Ordinance applies exclusively to residential and mixed-use development projects that have already secured the necessary land use entitlements and that have either completed environmental review under CEQA or are consistent with previously certified, adopted, or otherwise relied-upon CEQA documentation. The Ordinance does not approve or authorize any specific development

project, nor does it expand development potential or introduce new land use entitlements beyond those previously analyzed.

The Ordinance temporarily modifies the implementation of existing affordable housing requirements contained in Chapter 18.37 by establishing a framework through which eligible projects may request a THDIP Waiver. As provided in the Municipal Code, the program allows for administrative adjustments to inclusionary housing requirements, in-lieu fee obligations, and related affordability provisions, consistent with the objective standards of the ordinance.

The Ordinance does not result in any direct or indirect physical changes to the environment, as it governs administrative procedures and financial obligations associated with affordable housing compliance rather than land use intensity, site configuration, or construction activity. All participating projects are required to have received “Final Approval,” as defined by the ordinance, and therefore have undergone, or are consistent with, environmental review as required under CEQA. Because the Ordinance does not have the potential to have a significant effect on the environment, it can be seen with certainty that no such impacts would occur. Because the Ordinance governs administrative procedures and financial obligations and does not result in, or have the potential to result in, direct or indirect physical changes to the environment, it does not constitute a “project” under CEQA pursuant to CEQA Guidelines Sections 15378(b)(4) and (b)(5).

Government Code § 84308

Applicability of Levine Act: No, as the proposed action does not involve an entitlement.

Analysis of Levine Act Compliance: Not applicable.

Attachments

Attachment 1. Ordinance

ORDINANCE NO. _____ (UNCODIFIED)

**AN UNCODIFIED ORDINANCE OF THE CITY COUNCIL OF THE CITY
OF EAST PALO ALTO**

**TEMPORARY HOUSING DEVELOPMENT INCENTIVE PROGRAM
(THDIP) FOR SMALLER PROJECTS**

WHEREAS, the City of East Palo Alto (“City”) is experiencing a housing crisis. California has one of the most expensive housing markets and one of the highest rates of homelessness in the nation. The City Council has adopted Chapter 18.37 of the East Palo Alto Development Code (Inclusionary Housing) (hereinafter referred to as the “Inclusionary Housing Ordinance” or “IHO”) in 2019, which was updated in 2025, in recognition of the need for homes affordable to lower income households in East Palo Alto and that Bay Area housing costs are high. The IHO’s purpose is to increase the supply of affordable housing by imposing inclusionary requirements for residential developers to help meet the needs of all community members; and

WHEREAS, addressing the housing crisis requires a broad spectrum of land use and financing tools. For example, the Legislature has adopted State Density Bonus Law to address the financing gap by allowing a developer to include more total units in a project than would otherwise be allowed by the local zoning ordinance in exchange for affordable units. The City has a role to play too; and

WHEREAS, City staff has identified that smaller residential and mixed-use projects have received their land use planning entitlements but have not pulled any building permits to begin construction (defined below as “Pipeline Projects”). The applicants for these Pipeline Projects have raised a variety of concerns that the projects are not financially feasible. Because these projects are typical of the housing production in East Palo Alto, this suggests that residential development more broadly is not financially feasible under current economic conditions. Economic conditions that render residential and mixed-use development infeasible threaten several important policy priorities of the City, including expansion of the City’s housing supply well as the creation of jobs and growth of tax revenue; and

WHEREAS, as the IHO inclusionary housing requirements may affect the economic infeasibility of residential and mixed-use development, temporarily waiving the IHO requirements, for smaller projects as set forth in Section 4 below (“Temporary Housing Development Incentive Program for Smaller Projects”), may stimulate development for smaller projects, increase production of housing, create jobs, and grow tax revenue; and

WHEREAS, on June 9, 2026, the City Council held a duly-noticed public hearing on the proposed Temporary Housing Development Incentive Program (“THDIP”) as required by State law and the East Palo Alto Development Code, but the Council did not take any action on this date; and

WHEREAS, on July 7, 2026, the City Council held another duly-noticed public hearing on
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the proposed THDIP; and

WHEREAS, after the public hearing, the City Council has considered the whole of the record for the THDIP, including all relevant testimony, and determined that it desires to adopt the THDIP by the ordinance below.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF EAST PALO ALTO DOES ORDAIN AS FOLLOWS:

SECTION 1. FINDINGS

A. The City Council hereby finds that all the foregoing recitals are true and correct and incorporated herein by reference.

B. The City Council further finds that the THDIP is consistent with the City's General Plan and housing priority policies for the reasons set forth in the staff report associated herewith and the Council adopts such reasons as its own.

C. The City Council further finds the proposed ordinance will not be detrimental to the public interest, health, safety, convenience, or welfare of the City.

D. The City Council further finds that the THDIP, in which the Inclusionary Housing Ordinance requirements in Chapter 18.37 are temporarily amended to waive the affordable housing requirements for Smaller Projects, is a programmatic regulatory adjustment that will provide an incentive for Smaller Projects to advance to the construction stage which furthers the City's housing and other policy priorities. The incentive applies only to Smaller Projects that affirmatively request and are granted a THDIP Waiver and satisfy all applicable conditions; it does not apply automatically or of its own force, and confers no waiver of Chapter 18.37 until granted and all conditions are satisfied.

SECTION 2. CEQA COMPLIANCE

The City Council finds that the THDIP Ordinance is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Sections 15378(b)(4) and 15378(b)(5). CEQA Guidelines Section 15061(b)(3), commonly referred to as the "common sense exemption," provides that CEQA applies only to projects that have the potential to result in a significant effect on the environment, and that where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. CEQA Guidelines Section 15378(a) provides that a project under CEQA is one that "has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment." Section 15378(b) provides that administrative and organizational activities that will not result in direct or indirect physical changes in the environment are not projects for purposes of CEQA.

The proposed Ordinance establishes a THDIP, applicable to Smaller Projects that meet the applicability criteria. The Ordinance applies exclusively to smaller residential and mixed-use development projects that have or will either completed environmental review under CEQA or are consistent with previously certified, adopted, or otherwise relied-upon CEQA documentation. The Ordinance does not approve or authorize any specific development project, nor does it

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expand development potential or introduce new land use entitlements beyond those previously analyzed.

The Ordinance temporarily modifies the implementation of existing affordable housing requirements contained in Chapter 18.37 of the East Palo Alto Development Code by waiving requirements for smaller projects.

The Ordinance does not result in any direct or indirect physical changes to the environment, as it governs administrative procedures and financial obligations associated with affordable housing compliance rather than land use intensity, site configuration, or construction activity. All participating projects are required to have received “Final Approval,” as defined by the ordinance, and therefore have undergone, or are consistent with, environmental review as required under CEQA. Because the Ordinance does not have the potential to have a significant effect on the environment, it can be seen with certainty that no such impacts would occur. Because the Ordinance governs administrative procedures and financial obligations and does not result in, or have the potential to result in, direct or indirect physical changes to the environment, it does not constitute a “project” under CEQA pursuant to CEQA Guidelines Sections 15378(b)(4) and (b)(5).

SECTION 3. ADOPTION OF UNCODIFIED ORDINANCE

The following language, titled “Temporary Housing Development Incentive Program for Smaller Projects” is hereby adopted as follows:

UNCODIFIED ORDINANCE. TEMPORARY HOUSING DEVELOPMENT INCENTIVE PROGRAM FOR SMALLER PROJECTS

XXXX.01 Purpose

- A. The purpose of this chapter is to temporarily provide development incentives for smaller residential and mixed-use development projects, to help meet the City’s regional share of housing needs, during an interim period of the effective date until (December 30, 2027).
- B. To encourage construction of smaller residential projects subject to the Inclusionary Housing Ordinance, the following Temporary Housing Development Incentive Program shall apply to eligible Smaller Projects that meet the applicability requirements.
- C. The City Council of the City of East Palo Alto does hereby adopts an uncoded ordinance that has the effect of temporarily amending the Development Code, such that this section supersedes all relevant requirements in Chapter 18.37 of the East Palo Alto Development Code, to effectuate the purposes set forth herein.

XXXX.02 Definitions

This Chapter shall rely on the definitions of Chapter 18.37.020 and also the definitions below:

- A. “Final Approval” shall mean that the residential or mixed-use development project has received all necessary entitlements to be eligible to apply for, and

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obtain, a building permit or permits and either of the following is met: (i) The expiration of all applicable appeal periods, petition periods, reconsideration periods, or statute of limitations for challenging that final approval, or (ii) If a challenge is filed, that challenge is fully resolved or settled in favor of the housing development project. Consistent with 65589.5(o)(2)(D).

B. “Smaller Projects” shall mean any residential or mixed-use project with less than 21 units. Projects proposing 21 or more units are not Smaller Projects and remain subject in full to Chapter 18.37.

C. “Pipeline Projects” means those residential development projects, including the residential mixed-use projects, that either: (a) have received all required land use planning entitlements as of the adoption of this Ordinance but have not yet obtained Vertical Building Permits for all residential components of the project, regardless of the building permit status for that project’s non-residential components or for one or more separate residential or mixed-use buildings or phases, or (b) have received all required land use planning entitlements after the adoption of this Ordinance with appeal period running prior to a request for THDIP Waiver.

Notwithstanding the foregoing, Pipeline Projects shall not include: (a) any project regulated by a development agreement, or any project that has already paid housing impact fees or in lieu fees.

D. “Projects entitled under a Development Agreement” shall mean projects that have a City-Council approved development agreement as obtained in compliance with applicable law, including Government Code Section 65864 and East Palo Alto Municipal Code Chapter 18.108.

E. “Projects entitled under SB 330” shall mean projects that invoked State Bill 330, also known as the Housing Crisis Act of 2019, codified in Government Code Chapter 654, for entitlement of the development project.

F. “THDIP Waiver” shall mean a City Manager, or their designee, approved project that meets the requirements of this ordinance. A THDIP Waiver is an opt-in benefit that a qualifying applicant must affirmatively request and that the City may grant; it does not apply automatically, is not a development standard, policy, or regulation applicable to any project of its own force, and confers no waiver of or exemption from Chapter 18.37 unless and until it is granted and all conditions in Section XXXX.03 (Applicability) are satisfied.

G. “Vertical Building Permit” shall mean foundation and/or core/shell, excluding grading permits and demolition permits.

XXXX.03 Applicability

- A.** The provisions of this chapter shall apply to all Smaller Projects, including Pipeline Projects, apply for a Vertical Building Permit for the residential or mixed-use development, and pay necessary permit fees by (December 30, 2027) and the Vertical Building Permit application is deemed complete by the City within 30 days, and no later than (January 30, 2028). In addition, the applicant must apply for and obtain approval of a THDIP Waiver, including satisfaction of conditions.
- B.** Smaller Projects that fail to meet the requisite conditions, including filing for a THDIP Waiver, filing for a Vertical Building Permit, or paying the associated building permit fee in full for the residential or mixed-use development by, or having the Vertical Building Permit application deemed complete within 30 days, and no later than (January 30, 2028) shall automatically revert to (and must comply with) the then current affordable housing requirements of Chapter 18.37.

The provisions of this chapter shall not apply to Smaller Projects entitled under a development agreement. Instead, applicants of projects so entitled shall seek City Council approval for any changes to the agreement, including any related documents, including changes to the Inclusionary Housing requirements, Inclusionary Housing Plan, and/or the Inclusionary Housing Agreement. In addition, projects that elect to comply with Chapter 18.37 through off-site construction of inclusionary units are excluded from this Chapter.

XXXX.05 Temporary Housing Development Incentive Requirements

Provided that projects meet the applicability requirements of Section XXXX.03, and satisfies all conditions in Section XXXX.03, Affordable Housing Requirements in section 18.37.050 shall be temporarily superseded, solely as to qualifying Smaller Projects, by the following:

A. Temporary Housing Development Incentive for Smaller Projects. For Smaller Projects, as defined herein, the applicant may request a THDIP Waiver. The THDIP Waiver shall exempt qualifying projects from Chapter 19.37 for the duration of this ordinance if the conditions are not satisfied the project remains subject to Chapter 18.37.

B. Temporary Housing Development Incentive Program for Smaller Projects entitled under SB 330. Projects entitled under SB 330 at or before the effective date of this ordinance that meet the applicability requirements detailed in Section XXXX.03(A) have the following options:

1. Maintain project's entitlement rights and obligations as detailed in the project's entitlements under SB 330, including affordable housing requirements per Chapter 18.37.050.
2. Request a change to the project's entitlements, which would include both:
 - a. Waiver of affordable housing requirements in Chapter 18.37.050 and
 - b. A signed affidavit requesting and agreeing to opt into the City of East Palo Alto's then current Development Impact Fees, including but not

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limited to Parks & Trails, Public Facilities, Transportation, Storm Drainage, and Water Capacity as approved by City Council on March 4, 2025, or subsequently updated by action of City Council.

2. Smaller projects entitled under SB 330 subsequent to the effective date of this ordinance qualify for THDIP.

XXXX.06 Implementation

- A. Eligible applicants shall file an update to the project entitlement with the City Manager or their designee of their intention to develop under THDIP Waiver for specific development projects. Notwithstanding the foregoing, the incentive is an opt-in benefit that applies only upon the applicant's request and the City's approval of a THDIP Waiver and satisfaction of all conditions; it does not apply of its own force and is not a development standard applicable to any project that does not qualify.
- B. Notwithstanding any Development Code provisions to the contrary, in order to implement the Temporary Housing Development Incentive Program established by this Chapter, the City Manager or their designee is hereby authorized to review, approve, and modify, without a public hearing for discretionary review, the updated project entitlements as it pertains to this ordinance. In modifying entitlements, the City Manager or designee shall ensure that any Project receiving State Density Bonus benefits continues to meet the minimum affordability and all applicable requirements under the State Density Bonus Law (Gov. Code Section 65915 et seq.) for the full affordability term, and shall make the "no net loss" findings required under Government Code Section 65863.

Any modification to entitlements made pursuant to this Ordinance shall take effect, and any waiver or exemption shall attach, only upon satisfaction of the conditions set forth below, which are conditions of the entitlement inseparable from any benefit conferred, and shall include a condition that a Project must secure and pay for a Vertical Building Permit on residential or mixed use development on or before (December 30, 2027) that this permit application must be deemed complete by the City by (January 30, 2028) and that the developer must commit to pay all other City impact fees applicable to the affordability levels of the units (e.g., Parks & Trails, Public Facilities, Transportation, Storm Drainage, and Water Capacity Impact Fees), and if an applicant fails to do so, the affordable housing requirements applicable to the project shall automatically revert to the then current affordable housing requirements of Chapter 18.37.

All terms of Chapter 18.37 not explicitly temporarily superseded by this Chapter shall apply to residential or mixed-use projects that seek a THDIP Waiver.

- B. Continued Validity of Inclusionary Housing Ordinance.** Except as expressly provided for in this Ordinance, all provisions of Chapter 18.37 shall remain in full force and effect.

SECTION 4. SAVINGS CLAUSE

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If any section, subsection, clause or phrase of this Ordinance is for any reason held to be invalid, such decision shall not affect the validity of the remaining portion or sections of the Ordinance. The City Council hereby declares that it would have adopted the Ordinance and each section, subsection, sentence, clause or phrase thereof irrespective of the fact that any one or more sections, subsections, sentences, clauses or phrases be declared unconstitutional.

SECTION 5. CONSISTENCY

Any provision of the East Palo Alto Municipal Code inconsistent with this uncodified Ordinance, to the extent of such inconsistencies and no further, is hereby inapplicable and the provisions of this Ordinance control to the extent necessary to effectuate this Ordinance.

SECTION 6. PUBLICATION

The City Clerk shall publish this Ordinance as an uncodified ordinance in accordance with applicable law.

SECTION 7. EFFECTIVE DATE AND SUNSET PROVISION

This Ordinance shall be effective thirty (30) days after its adoption. This Ordinance shall expire by operation of law on (January 30, 2028), unless extended by an amendment of this ordinance by the City Council before that date.

PASSED AND ADOPTED this ____ day of _____, 2026, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Webster Lincoln, Mayor

ATTEST:

APPROVED AS TO FORM:

James Colin, City Clerk

John D. Lê, City Attorney

ORDINANCE NO.



EAST PALO ALTO CITY COUNCIL STAFF REPORT

DATE: July 21, 2026

TO: Honorable Mayor and Members of the City Council

VIA: Melvin E. Gaines, City Manager

BY: Michael Cortez, Associate Engineer
Batool Zaro, Senior Engineer
Humza Javed, Public Works Director

SUBJECT: Water Storage Tank Siting Study (WS-09)

Recommendation

Receive a presentation of the 50% Draft Supplemental Technical Memorandum (STM) for the Water Storage Tank Siting Study (WS-09) from EKI Environment & Water, Inc. and provide feedback on the proposed locations and configurations presented in the draft study.

Alignment with City Council Strategic Plan

This recommendation is primarily aligned with:

Priority: Public Health, Safety, and Quality of Life
Priority: Public Infrastructure and Utilities

Background

In 2022, a Water System Master Plan (WSMP) was prepared by EKI Environment & Water, Inc. for the City of East Palo Alto. The WSMP provided the city with an overall plan for potable water infrastructure improvements over the next twenty years, which would aid in maintaining water system reliability and support anticipated development within the city's service area.

This 2022 WSMP included discussions on multiple items relating to city-owned water infrastructure, including its existing water system facilities, existing and future water demands, water system hydraulic model development and evaluation, and, most notably, an evaluation of the City's existing water supply and storage capacity.

The evaluation of the City's existing water supply included an analysis of the following:



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The city's overall existing and future supply capacity; individual supply capacity from each of its supply sources; the need for storage tanks and their ability to meet both peak-hour demands and maximum-day demands, plus fire flows under existing and future conditions. As of now, the only other alternative supply sources within the city include the Gloria Way groundwater well. Planned projects that will increase supply include the Pad D standby well and the proposed 1.5 million gallon (MG) water tank at 375 Donohoe Street.

Based on the supply and storage evaluations presented in the 2022 WSMP, the City's current required storage capacity is 3.02 MG. The city receives a groundwater credit in the amount of 0.16 MG from Gloria Way well. Hence, the city is currently in a water storage deficit of 2.86 MG.

In the future, the City's storage capacity requirement increases to 5.2 MG. With a groundwater credit of 0.16 MG from Gloria Way Well, the future need comes down to 5.04 MG. If projects such as the Pad D storage tank, 1.5 MG water storage tank at 375 Donohoe Street, and PAD D well are built and designated for City use, a further credit of 2.19 MG is achieved, leaving a future deficit of 2.85 MG (5.04MG-2.19MG). This information has been tabulated below:

Storage Component		Existing	Future
Available Storage Capacity (MG)	Existing Storage Capacity	--	--
	Groundwater Credit (a)	0.16	0.16
	Planned Groundwater Credit (a)	--	0.54
	Planned Storage Capacity (b)	--	1.65
	Total Existing and Planned Storage Capacity	0.16	2.35
Required Storage Capacity (MG)	Operational	0.51	1.04
	Emergency	1.56	1.04
	Fire Storage	0.96	0.96
	Total Projected Required Storage Capacity	3.02	5.20
Total Projected Storage Capacity Surplus/(Deficit)		(2.86)	(2.85)
Abbreviations: MG: million gallons Notes: (a) Groundwater credit is calculated as the capacity of the wells with backup power over an 18-hour period. (b) Planned storage capacity includes the 1.5 MG storage tank at 375 Donohoe and the 0.15 MG Pad D Tank.			

On June 7, 2024, the city published a Request for Proposals (RFP) for the Water Storage Tank Siting Study (WS-09). At the December 3, 2024, City Council meeting, Council awarded a contract to EKI Environment & Water, Inc. to conduct the siting study to identify suitable locations for water storage tanks within the City.



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Analysis

City staff and EKI's project team have been exploring various design options for water storage in the city. These design options were based on a wide range of criteria which included the following:

- Location within the city
- Parcel ownership
- Maximum tank size and/or quantity of storage tanks that could fit on the parcel (i.e. parcel size and shape)
- Existing and neighboring land uses
- Proximity to water transmission mains
- Hydraulic modeling
- Conceptual-level cost estimates for each site
- Ease of operations & maintenance
- Construction and aesthetic impacts to residents and other stakeholders
- CEQA considerations
- Climate change/sea-level rise resilience
- Geologic considerations

The factors described above have been summarized in the draft Supplemental Technical Memorandum (STM), which will identify and recommend up to three (3) locations for water storage tanks in order to meet the City's required storage of 3.0 MG.

High-level details of the draft water storage tank siting study have been tabulated below:

<i>Site No.</i>	<i>Location</i>	<i>Storage Capacity (MG)</i>	<i>Qualitative Summary</i>	<i>Recommendation</i>
1	1893 Woodland Avenue (Old RV Park)	3.0	Strong hydraulic benefit and substantial capacity but requires private acquisition.	Advance for further consideration.
2	2474 Pulgas Avenue	3.0	Can accommodate the full storage need on a compact site. Contamination & Land Use restrictions are the primary risk.	Advance for further consideration; land has restrictions in CC&Rs
3	Bell Street Park	0.66	Low storage volume and impacts an existing park.	Remove from consideration unless the park layout changes substantially.



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4	1266 Beech Street (Future MLK Park)	3.0	Technically feasible with substantial capacity, but visually prominent and likely to affect Bayfront views and future park use.	Retain only as a secondary alternative.
5	Parcel at End of Pulgas Avenue (Future Athletic Field)	3.0	Substantial capacity, favorable separation from residences, and good hydraulic performance; however, this site requires coordination with the athletic field development.	Remove from consideration unless the park layout changes substantially.
U6	Tanklage Site at 1798 Bay Road	3.0	City-owned parcel and can retain limited space for City storage or related operational uses. However, further site-specific hydraulic modeling, environmental screening, conceptual design, and cost estimating are required before same level of detail comparison to other sites can be made.	Proposed to be added to detailed evaluation.

The full contents of the 50% Draft STM, which includes detailed analyses of each of the above-mentioned sites, can be found in **Attachment 1** of this staff report.

Staff is seeking feedback from City Council on the findings of the 50% Draft STM. Based on the feedback received, EKI will finalize the STM, including preparation of three-dimensional renderings of the proposed improvements at the recommended locations. These renderings, along with the final findings, will be presented to City Council at a future City Council meeting after the STM has been finalized later in 2026.

Fiscal Impact

There is no fiscal impact for this item.

Public Notice

The public was provided notice by making the agenda and report available on the City's website and on a bulletin board located at City Hall: 2415 University Avenue, East Palo Alto.

Environmental

The action being considered does not constitute a "Project" within the meaning of the California



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Environmental Quality Act (CEQA), pursuant to CEQA Guideline section 15378 (b)(5), in that it is a government administrative activity that will not result in direct or indirect changes in the environment.

Government Code § 84308

Applicability of Levine Act: No, as the proposed action does not involve an entitlement.

Analysis of Levine Act Compliance: Not applicable.

Attachments

1. 50% Draft Supplemental Technical Memorandum Water Storage Tank Siting Study

10 July 2026

DRAFT MEMORANDUM

To: City of East Palo Alto

From: Tyler Colyer, PE
Chris Pittner, PE, QISP
Yuqing Gao
EKI Environment & Water, Inc.

Subject: Draft City of East Palo Alto Water Storage Tank Siting Study
(EKI C40163.00)

EKI Environment & Water, Inc. (EKI) is pleased to present to the City of East Palo Alto (City) this draft technical memorandum that summarizes the findings from the water storage tank siting study and provides recommendations for potential locations of new potable water storage tanks.

BACKGROUND

As identified in the City's 2022 Water System Master Plan (WSMP; EPA, 2023a), the City currently does not have any potable water storage facilities but is required by the State Water Resources Control Board (SWRCB) Department of Drinking Water (DDW) to add emergency and fire water storage. The WSMP established storage criteria to size future storage facilities and recommended that 3.0 million gallons (MG) of additional storage would be needed to support the City's existing and future system and water demand. This recommended storage volume assumes that CIP-P6 (a 1.5 MG tank at 375 Donohoe Street) and CIP-P7 (0.15 MG tank at the Pad D Site) are completed under the future scenario.

As shown on Figure ES-2 from the WSMP, two capital improvement projects for the construction of new water storage tanks within the City were identified, including CIP-WS-03A (a 1.5 MG tank with a 2 million gallon per day [MGD] pump station) and CIP-WS-03B (a 1.5 MG tank with a 2 MGD pump station).

The City has requested that this siting study identify potential locations for a total of 3 MG of potable water storage to support existing and future system needs.

STUDY SCOPE AND APPROACH

EKI's approach to the tank siting study was developed in coordination with City staff and includes the following steps:

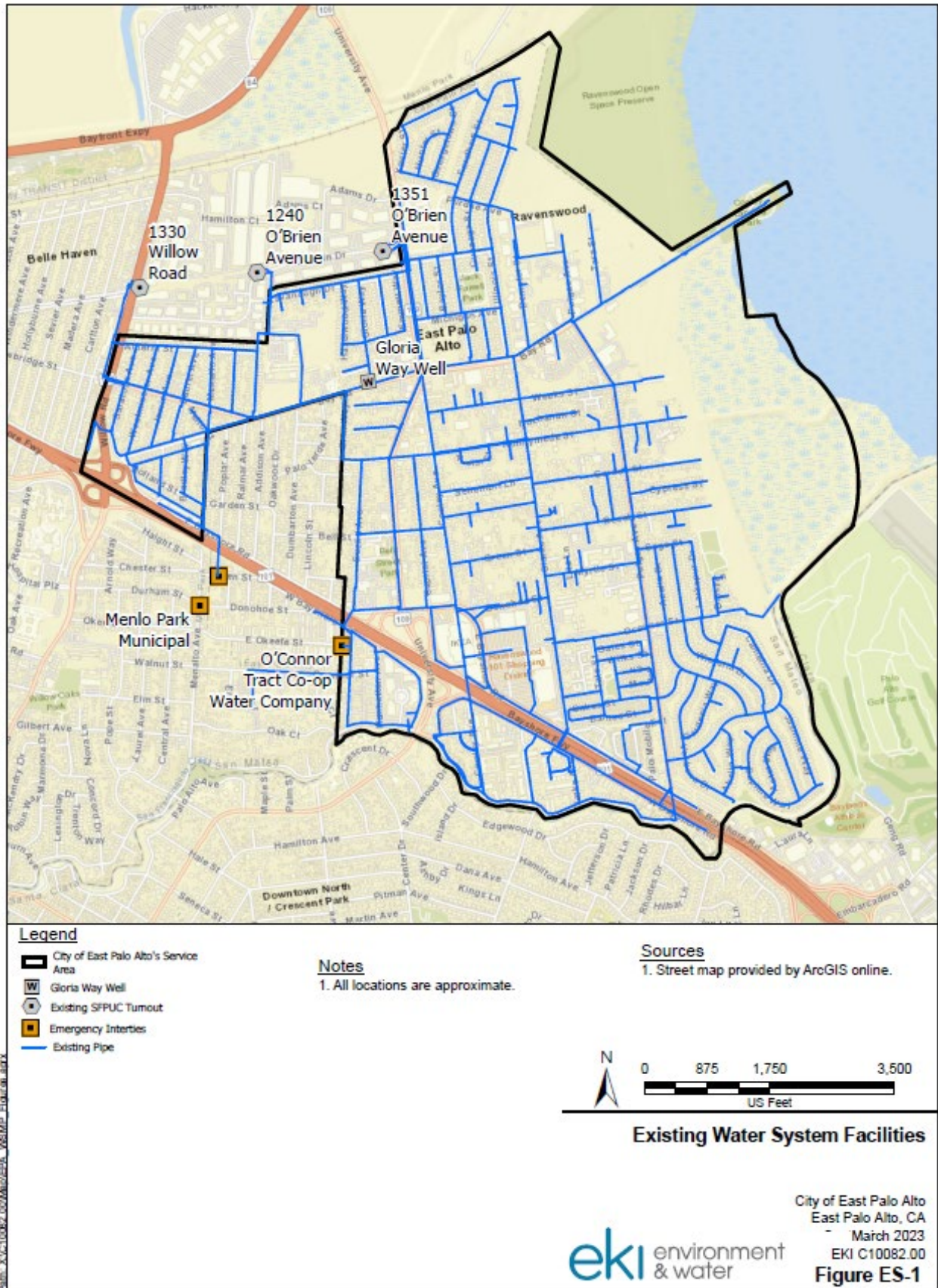
- 1) **Identify Candidate Parcels:** Review open and underutilized parcels throughout the City that may be able to accommodate new potable water storage tanks and associated facilities.
- 2) **Perform Initial Screening:** Evaluate the candidate parcels based on parcel size and geometry, hydraulic benefit, technical feasibility, property ownership, surrounding land uses, and potential permitting and environmental constraints. Based on this screening, select five sites for detailed evaluation.
- 3) **Evaluate the Five Finalist Sites:** Prepare conceptual layouts and evaluate the five finalist sites in greater detail, including tank storage capacity, pump station and appurtenance requirements, hydraulic modeling results, planning and land use considerations, conceptual-level costs, and

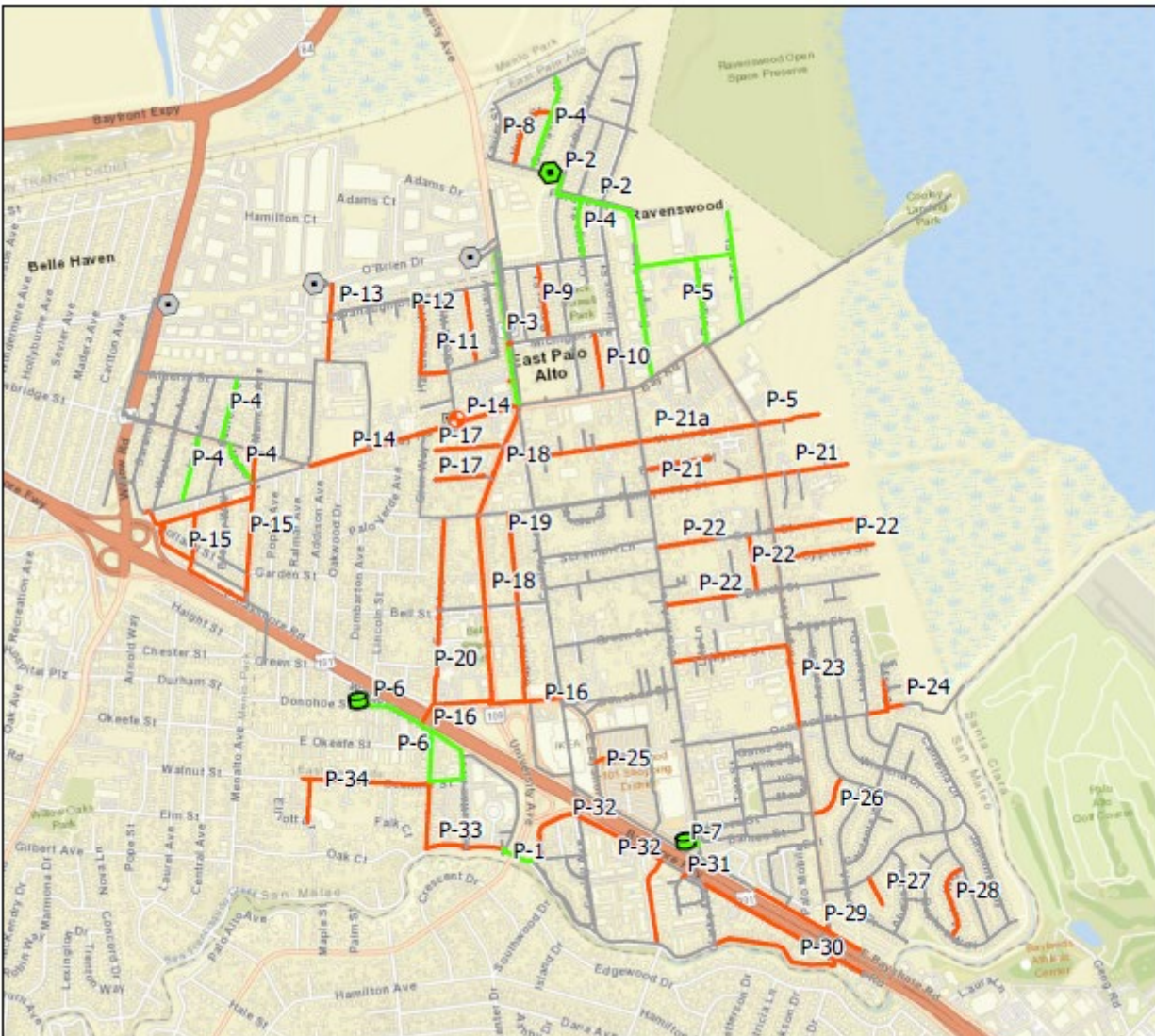
California Environmental Quality Act (CEQA) considerations. Environmental Science Associates (ESA) performed a preliminary environmental screening evaluation for each finalist site.

- 4) Present Findings for City Council Review:** Present the detailed evaluation to the City Council for review and feedback regarding the relative advantages, constraints, and policy considerations associated with each site.
- 5) Select Preferred Sites and Prepare Renderings:** Based on City Council feedback, select up to three preferred sites and prepare conceptual renderings illustrating how the proposed tanks and associated facilities could be integrated into the surrounding areas.

CITY WATER SYSTEM

As shown in Figure ES-1 and Figure ES-2, from the City's WSMP, the City receives potable water from the San Francisco Public Utilities Commission (SFPUC) Regional Water System through three turnouts located in the northern portion of the City. Water is distributed through a single pressure zone consisting of approximately 40 miles of distribution pipelines. All imported water enters the system from the north and is conveyed to the remainder of the service area through transmission and distribution mains, including five crossings of U.S. Highway 101. Because the City has no storage and relies on supply entering from the northern portion of the system, the WSMP identified peak pressure and fire flow deficiencies during maximum day demands in portions of southern East Palo Alto. The WSMP recommends additional storage and distribution system improvements to address these deficiencies, and these findings were considered in the evaluation and ranking of potential tank sites.





Legend

Existing Infrastructure

- Existing SFPUC Turnout
- Gloria Way Well
- Existing Pipes

Planned CIPs and Development Improvement Projects

- Pipe Improvement
- New SFPUC Turnout
- New Tank and Booster Pump Station

Additional Proposed Hydraulic Improvement Projects

- Pipe Improvement
- New Pressure Reducing Valve

Abbreviations

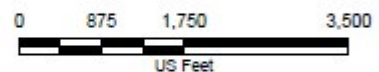
- CIP = Capital Improvement Project
- SFPUC = San Francisco Public Utilities Commission

Sources

- 1. Street map provided by ArcGIS online.

Notes

- 1. All locations are approximate.



Recommended Water System Improvements

City of East Palo Alto
East Palo Alto, CA
March 2023

INITIAL SCREENING

The first step in the tank siting study was to perform a broad, City-wide review of potentially available parcels before narrowing the analysis to a smaller group of candidate sites. This initial screening was intended to identify parcels that could reasonably accommodate a potable water storage tank and supporting facilities, while avoiding the premature elimination of sites that may warrant further consideration. The review included vacant and underutilized parcels, publicly and privately owned properties, parks, school fields, and areas planned for future development or redevelopment.

Each site was then evaluated at a high level to determine whether it appeared suitable for further study. EKI performed a geographic information system (GIS) analysis utilizing data from the City, publicly available data, and satellite imagery to identify parcels with large open spaces that may be available for water storage tanks. Data reviewed included:

- Aerial imagery to locate vacant parcels;
- Parcel data to identify publicly or privately-owned parcels, parks, and schools;
- Areas of known development or redevelopment within the City;
- WSMP hydraulic modeling results for fire flow and peak hour pressure,
- San Francisco Bay Area Planning and Urban Research Association (SPUR) maps (SPUR, 2024); and
- Climate Action Plan and Adaptation Strategies (CAP) maps (EPA, 2023b).

An initial review of sea-level-rise, groundwater-rise, and flood-hazard mapping was completed using the City's 2030 Climate Action Plan and Adaptation Strategies and SPUR's 2024 groundwater-rise mapping. If suitable sites had been identified at substantially higher elevations in the western portion of the City, sea-level-rise resilience may have provided a meaningful basis for distinguishing between alternatives. However, the five finalist sites are all located within generally low-lying portions of East Palo Alto and appear to have similar long-term exposure to flooding, shallow groundwater, and sea-level-rise effects. Accordingly, these hazards do not provide a significant basis for differentiating among the sites, and each alternative would require site-specific flood-resilience measures during design. The City is also participating with Menlo Park in the regional SAFER Bay flood-protection program, while Palo Alto is separately advancing shoreline adaptation and levee-related projects; however, the timing and ultimate level of protection provided by these improvements should be confirmed before they are relied upon in facility design. For purposes of this evaluation, EKI has assumed that the City or region will implement a sea-level rise mitigation project (i.e., as levee or similar) to protect properties near the bay.

From this data, EKI created a list of 28 parcels for initial screening as shown in Attachment A and listed in Attachment B. For each of these parcels, EKI summarized available parcel information and performed the initial screening analysis based on criteria developed in coordination with City staff, as summarized in Table 1. Preliminary screening criteria include:

1. **Parcel Size:** this criterion considers the maximum tank size that could fit on the parcel (i.e., parcel size and shape).
2. **Hydraulic Improvement:** this criterion identifies to what degree the tank and pump station could provide hydraulic improvements to the City's water system.
3. **Technical Feasibility:** this criterion considers the site's feasibility for tank construction and potential for geotechnical issues related to proximity to the Bay. To a lesser degree, this criterion

also considers proximity to existing water mains, existing and neighboring land uses, and high-level cost considerations.

4. **Property Ownership:** this criterion evaluates the site's current property owner, providing higher scores for City-owned parcels and lower scores for sites which may require engagement with private owners.
5. **Permitting and Environmental Impacts:** this criterion evaluates difficulty of permitting processes due to the site's proximity to the bay shoreline, or areas with known environmental contamination.

Table 1 – Tank Siting Grading Matrix

Criteria	Ranking		
	Low (1)	Medium (2)	High (3)
Parcel Size	Space for one 75-ft diameter tank or less. Approximately 0.5 MG of storage or less.	Space for an 80-100-ft diameter tank. Approximately 0.75-1 MG of storage.	Space for above a 100-ft diameter tank. Greater than 1 MG of storage.
Hydraulic Improvements	Provides low benefit: located in an area with acceptable fire flow and pressure	Provides moderate benefit: located near areas with deficiency	Provides significant benefit: located in low-pressure or fire flow deficient areas
Technical Feasibility	Requires a thick elevated tank pad (i.e. anticipated geotechnical issues, or areas of high groundwater)	At-grade or partially buried tanks with some potential for site constraints (i.e. possible geotechnical issues)	At-grade tank with favorable site conditions (i.e. no anticipated geotechnical issue).
Property Ownership	Private Owner (i.e. single-family residences)	School District, Developer, or Corporation owned	City-Owned property
Permitting and Environmental Impacts	Sensitive Site (i.e. areas of contamination or site with potential for high mitigation burden)	Neutral Site (i.e. those within school property bounds, within a residential area, or with minor mitigation burden)	Favorable Site (i.e. no bay proximity, and supportive land use)

As shown in the preliminary tank siting conceptual layouts included in Attachment C, based on the preliminary siting study, five parcels were identified for further study, including:

1. **1893 Woodland Avenue (Old RV Park):** This undeveloped parcel used to be an old recreational vehicle (RV) park. This parcel is well situated between San Francisquito Creek on the south and US 101 to the north and west.
2. **2474 Pulgas Avenue (Former Library Site):** This undeveloped parcel was planned to be used for a new City library, but the City is now planning to construct the library at a different location.
3. **Bell Street Park:** This City-owned park site is located further south in the City.
4. **1266 Beech Street (Future MLK Park):** This City-owned area is planned for future park expansion.
5. **Parcel at the End of Pulgas Avenue (Future Athletic Field):** The City has received a developer's initial concept plans to build a new athletic field here as a part of the Ravenswood Redevelopment project. Additionally, the Ravenswood business district specific plan states that this area would have an approximately 1.5 MG tank.

DESIGN CRITERIA

To provide a consistent basis for comparing the five finalist sites, EKI developed planning-level design criteria for the conceptual tank layouts. These criteria reflect coordination with City Engineering and Planning staff, preliminary hydraulic modeling assumptions, input from tank manufacturers, and the anticipated requirements for potable water storage facilities. The criteria are intended to support the siting evaluation and will be refined during preliminary design after the City selects the preferred sites, storage volumes, and tank materials.

- **Storage Objective:** The conceptual layouts evaluate whether each site could accommodate a portion of, or up to approximately 3 MG of, new potable water storage. Although some individual sites could potentially accommodate most or all of the near-term storage need, the City may elect to distribute storage among multiple locations to improve system operations, reduce visual impacts, and better align the facilities with site-specific constraints.
- **Distributed Storage Approach:** Distributing storage among multiple sites could improve system resilience and operational redundancy by reducing reliance on a single facility and allowing a portion of the City's storage capacity to remain available during maintenance, equipment failure, or other outages. Distributed storage may also provide hydraulic benefits in multiple areas of the distribution system. In addition, an approximately 1.5 MG tank would generally have a smaller footprint and lower visual prominence than a single 3 MG tank, which may improve compatibility with nearby residential, park, and community uses. These benefits would need to be balanced against the additional cost from construction on multiple properties, equipment costs (pump station, generators, and controls), and maintenance requirements associated with operating multiple facilities.
- **Property-Line Setbacks:** For conceptual layout purposes, the layouts generally assume a minimum 20-foot setback from property lines.
- **Landscape Screening:** The conceptual layouts include a 10-foot-wide perimeter landscape buffer with trees and shrubs to screen tanks and associated equipment from adjacent properties and public roadways.
- **Pump Station and Electrical Facilities:** Each tank site is assumed to include a pump station and associated electrical equipment to convey water from storage into the City's distribution system. The conceptual layouts generally assume a pump station/electrical building of approximately 450 square-foot (SF) and a preliminary pump station capacity of up to approximately 2,500 gallons per minute.
- **Emergency Power:** Each site is assumed to include a standby emergency generator located outdoors within a weather-resistant enclosure. The generator pad is assumed to be approximately 100 SF and sized to provide approximately 125-150 kW.
- **Constructability and Staging:** The conceptual layouts include space for temporary construction staging, material laydown, and a construction trailer where feasible based on discussions with tank manufacturers.
- **Hydraulic Modeling Assumptions:** For conceptual modeling, the above-grade tank alternatives are assumed to operate with a normal water surface elevation approximately 30 feet above surrounding grade. The Bell Street Park alternative is modeled with a lower above-grade water surface elevation at 15 feet above grade because the tank would be partially buried.

Tank Material Comparison

The conceptual cost estimates evaluate both welded steel and prestressed concrete tanks. Both materials are commonly used for municipal potable water storage and can be designed to meet applicable structural, seismic, and water-quality requirements. However, the two systems differ in initial cost, maintenance needs, construction approach, tank geometry, and long-term service considerations, as summarized in Table 2.

Table 2 – Planning-Level Comparison of Tank Materials

Consideration	Welded Steel Tank	Prestressed Concrete Tank
Initial Capital Cost	Generally lower initial tank construction cost.	Generally higher initial tank construction cost.
Long-Term Maintenance	Requires periodic inspection and maintenance of interior and exterior coatings. Cathodic protection may also require inspection, adjustment, and eventual replacement.	Generally requires less coating and corrosion-related maintenance, although periodic structural inspections, sealant replacement, and localized repairs may be required.
Life-Cycle Cost	Lower initial cost may be offset by periodic recoating and corrosion-control costs over the life of the facility.	Higher initial cost may be partially offset by lower recurring coating and corrosion-maintenance costs.
Structural System	Field-welded steel shell supported on a concrete foundation. The tank may be anchored or unanchored depending on the final seismic and structural design.	Reinforced concrete wall with circumferential prestressing, typically supported on a structural concrete floor and foundation system.
Tank Geometry and Footprint	Shell walls are relatively thin, but required freeboard, usable water depth, and roof design may result in a larger diameter or taller overall profile for a given storage volume.	Wall thickness is greater, but usable water depth and roof configuration may allow a smaller exterior diameter for some storage volumes.
Roof and Freeboard	Roof type and seismic design can significantly affect required freeboard and total tank height. Preliminary concepts generally assume greater freeboard for steel tanks.	Dome and flat-slab roof options are available. Preliminary concepts generally assume lower freeboard than comparable steel tanks, although requirements vary by diameter and roof design.
Construction Considerations	Construction includes field erection, welding, surface preparation, and coating application. Coating work can be sensitive to weather and environmental conditions.	Construction includes cast-in-place concrete work, prestressing, and curing. Construction may require a longer sequence and greater concrete-delivery activity.
Future Inspection and Rehabilitation	Interior access is periodically required for coating inspection and recoating, which may require the tank to be removed from service.	Interior access is still required for inspection, but major full-surface recoating is generally not anticipated at the same frequency as for steel tanks.
Expected Service Life	Can provide a long service life of 60 to 80 years when coatings and corrosion-protection systems are properly maintained.	Generally expected to provide a longer service life of upwards of 100 years per AWWA-D110 with comparatively lower corrosion-related maintenance.

Final tank material selection by the City should be based on a life-cycle evaluation that considers initial capital cost, periodic maintenance and rehabilitation, site geometry, geotechnical conditions, seismic design, constructability, visual compatibility, operational flexibility, and City preferences.

Tank Height and Storage Volume Assumptions

The conceptual layouts generally assume that the total height at each site is limited to approximately 35 feet. This height should be understood as a planning-level target for siting, visual screening, and zoning coordination, rather than a final design height. Final tank height will depend on the selected tank material, roof type, side wall height, required freeboard, structural design, and operating water levels.

For hydraulic modeling, the relevant parameter is the tank water surface elevation rather than the total height to the roof or dome. For land use, visual, and zoning review, the relevant parameter is the total above-grade structure height, including the tank wall, roof, dome, guardrails, vents, and other appurtenances as applicable. Therefore, the conceptual layouts should be interpreted as showing approximate planning envelopes. Final tank dimensions will be refined during preliminary design after the City selects preferred sites, storage volumes, and tank materials.

DETAILED EVALUATION

Based on the initial screening analysis, EKI performed a detailed evaluation of the five finalist sites to compare their technical feasibility, hydraulic benefit, permitting complexity, and relative cost. The detailed evaluation includes preliminary site layouts for each location, including conceptual tank footprints, pump station facilities, emergency generator, and associated site appurtenances. In addition, conceptual-level cost estimates were prepared for each site to support comparative evaluation and confirm consistency with the City's capital improvement planning objectives.

Hydraulic modeling was performed using the City's future demand scenario as defined in the 2022 WSMP, to evaluate the effect of each tank location on system pressures, fire flow availability, and peak hour operating conditions, as well as to identify any required off-site water main improvements and preliminary pump station operating settings.

ESA prepared a preliminary environmental screening assessment of the five candidate sites to identify potential environmental constraints and inform the City's future CEQA compliance strategy. ESA's full memorandum is provided in Attachment D.

Lastly, each site was qualitatively assessed based on operational considerations, land ownership, construction complexity, visual and community impacts, climate change and sea-level rise resilience, and anticipated geotechnical feasibility.

The results of this detailed evaluation are summarized in the following sections.

Site 1: 1893 Woodland Avenue (Old RV Park)

This proposed site is a former RV park located at 1893 Woodland Avenue, situated within the southern limits of East Palo Alto between Woodland Avenue and West Bayshore Road. The parcel is approximately 1.15 acres and is currently owned by Woodland Glory Investment LLC. The site's zoning and land use designations are R-MD-1 and Medium Density Residential, respectively. Based on a major temporary use permit, there are plans to allow for construction staging yard to include equipment, materials, and the stockpiling of approximately 666 cubic yards of soil for up to one year at the location.

The site's narrow elongated triangular geometry presents a primary constraint that may limit the maximum diameter of the proposed tank and necessitate a strategic layout to maintain required setbacks. Of significant concern is the southern boundary along Woodland Avenue, which is immediately adjacent to San Francisquito Creek and Palo Alto across the creek. While the northwestern boundary is industrial, the site's proximity to surrounding residential developments and condominiums will necessitate noise and visual mitigation measures during construction and long-term operation.

The proposed tank configurations for the 1893 Woodland Avenue site focus on maximizing storage capacity within the parcel's unique triangular footprint. As summarized in Table 3, this site can best accommodate the total storage in a dual tank configuration. The site may also accommodate a single larger tank configuration to maximize storage within one footprint.

Table 3 – Tank Configuration Dimensions for Site 1

Tank	Diameter (ft)	Height (ft)	Capacity (MG)
Primary	120	35	2.0
Secondary	80	35	1.0
TOTAL			3.0

Depending on the configuration, cumulative tank capacity is up to 3.0 MG. As shown in the draft site plan, see Figure A in Attachment C, the layout maintains a 20-foot northwestern setback and includes a 10-foot perimeter tree screening strip for visual buffering. Supporting infrastructure includes a 450 SF pump station/electrical building and a 100 SF generator at the western end. The plan also integrates new 10-inch piping per City CIP Project P-30 and utilizes a paved southern road for access and construction staging.

Site 1: Modeling Results

Site 1 was modeled with a tank water surface approximately 30 feet above surrounding grade. The pump station was modeled with a discharge head of 130 feet, corresponding to a target discharge pressure of approximately 56.3 pounds per square inch (psi). These operating assumptions were selected to provide a generally consistent basis for comparing hydraulic performance among the five sites.

As shown on Figure 1, under future maximum-day-demand plus fire-flow conditions, 90 of the 106 hydrants that failed to meet their fire flow criteria in the baseline scenario (no CIPs) meet their criteria with Site 1. Overall, 308 of the 325 modeled hydrants meet their fire flow criteria, while 17 remain deficient. Relative to the recommended-CIP scenario from the WSMP, Site 1 provides an aggregate increase of approximately 81,100 gallons per minute (gpm) in available fire flow across matching hydrants, the largest increase of the five tank alternatives. Available fire flow increases at 213 hydrants. The current results do not identify a separate off-site transmission improvement beyond the P-30 piping and site connection.

Site 1: CEQA

Project feasibility regarding CEQA is supported by the ESA documents provided in Attachment D, with the following major environmental concerns and mitigation strategies as summarized below:

- **Land Use:** The proposed above-grade tanks could be visually prominent given the nearby residences and San Francisquito Creek. Visual impacts would be reduced through landscaped

screening, neutral-colored coatings and/or architectural treatments, and shielded security lighting. The site is zoned R-MD-1 and would require a Conditional Use Permit.

- **Construction Concerns:** Construction could temporarily affect nearby residences through dust, diesel emissions, and noise from grading, compaction, and trenching. These impacts would be addressed through standard construction best management practices, daytime construction hours, and additional analysis or mitigation as required during CEQA review.
- **Biological Resources:** Up to approximately 15 trees may require removal. Although ESA did not identify direct impacts to San Francisquito Creek or sensitive species within the creek, tree removal would need to comply with the City's Tree Ordinance. Pre-construction nesting bird surveys and avoidance buffers may also be required if work occurs during nesting season.
- **Cultural Resources:** The site has a high sensitivity for buried pre-contact archaeological resources. If the site is advanced, future CEQA review should identify appropriate protection measures, which may include additional investigation, construction monitoring, procedures for unexpected discoveries, and tribal consultation.
- **Geology and Water Quality:** The site is within a mapped liquefaction zone and is located near San Francisquito Creek. A site-specific geotechnical investigation would be required to confirm foundation requirements, and construction would require erosion-control and stormwater best management practices to prevent impacts to nearby surface waters.

Site 1: Qualitative Evaluation

The Woodland Avenue site can accommodate approximately 3 MG through either a dual-tank configuration or less storage using a single larger tank, providing flexibility to phase construction and tailor the project to the City's storage needs. A dual-tank configuration would provide greater operational flexibility by allowing one tank to remain in service during inspection or maintenance. However, the triangular parcel limits tank arrangement, construction staging, and long-term maintenance access compared with more regularly shaped sites. Due to the elevated groundwater table, anticipated at approximately 5 to 10 feet below ground surface, the tank should be constructed above grade rather than buried or partially buried.

Implementation would require acquisition of the privately owned property and a Conditional Use Permit. The site is also constrained by nearby industrial users in the City of East Palo Alto, residences in the City of Palo Alto to the south, San Francisquito Creek, and U.S. Highway 101, which increase the importance of visual screening, noise control, drainage, and construction-access planning. Liquefaction, creek-adjacent conditions, and potential flood exposure would require further geotechnical and civil evaluation. Overall, the site provides substantial storage capacity in the southern portion of the City, but property acquisition and the constrained parcel geometry represent significant implementation considerations that require more detailed investigation.

Site 2: 2474 Pulgas Avenue (Former Library Site)

This proposed site is located at 2474 Pulgas Avenue near the eastern boundary of East Palo Alto, approximately 250 feet southeast of the intersection of Bay Road and Pulgas Avenue. The site consists of four parcels totaling approximately 1.08 acres (47,000 SF). In discussions with the City, this site was reported as being owned by the City, but the City's online parcel map shows that the owner is DKB Homes LLC. The site was previously identified for construction of a new City library, but the City is now evaluating its library and civic-facility needs through a broader planning process. The site is located within the

Ravenswood Business District/Four Corners Specific Plan Area. The site's zoning and land-use designation is shown as Public/Institutional .

The site is generally flat and compact, with a relatively rectangular configuration that is favorable for construction of a single large circular tank. Existing conditions include gravel, bare soil, patches of vegetation, perimeter fencing, and a cleared area in the northern portion of the parcel. EPACENTER Youth Arts and Music Center is located immediately north of the site, industrial uses are located to the east and south, and residences are located approximately 60 feet west and southwest across Pulgas Avenue. The site is also located approximately 750 feet from the Bay Trail and associated tidal-marsh habitat. These surrounding land uses will require consideration of visual compatibility, construction noise, traffic access, and potential environmental constraints.

The proposed tank configurations for the 2474 Pulgas Avenue site focus on meeting the storage capacity requirement within the parcel in a single tank. As summarized in Table 4, the site can accommodate a single tank with up to approximately 3.0 MG of storage.

Table 4 – Tank Configuration Dimensions Alternatives for Site 2

Tank	Diameter (ft)	Height (ft)	Capacity (MG)
Primary	142	35	3.0

As shown in the draft site plan, see Figure B in Attachment C, the layout maintains an assumed 20-foot setback from the property lines and includes a 10-foot perimeter tree-screening strip for visual buffering. Supporting infrastructure includes a 450 SF pump station/electrical building and a 100 SF generator area along the southern boundary. Access would be provided from Pulgas Avenue near the southwestern corner of the site. The plan also includes connections to the existing 8-inch water main in Pulgas Avenue. A smaller tank configuration may also be feasible if the City elects to distribute storage among multiple sites, but this alternative has not been developed in the current conceptual layout.

Site 2: Modeling Results

Site 2 was modeled with a tank water surface approximately 30 feet above surrounding grade. The pump station was modeled with a discharge head of 138 feet, corresponding to a target discharge pressure of approximately 59.7 psi. These operating assumptions were selected to provide a generally consistent basis for comparing hydraulic performance among the five sites.

As shown on Figure 2, under future maximum-day-demand plus fire-flow conditions, 90 of the 106 hydrants that failed to meet their fire flow criteria in the baseline scenario meet their criteria with Site 2. Overall, 308 of the 325 modeled hydrants meet their fire flow criteria, while 17 remain deficient. Relative to the recommended-CIP scenario, Site 2 provides an aggregate available-fire-flow increase of approximately 19,000 gpm across matching hydrants, the smallest increase among the five sites. Available fire flow increases at 202 hydrants. The results indicate that Site 2 provides meaningful hydraulic support, but the least overall systemwide benefit of the alternatives evaluated. No additional off-site transmission main was identified in the current scenario, although the capacity of the existing 8-inch connection should be confirmed at the full pump station flow.

Site 2: CEQA

Project feasibility regarding CEQA is supported by the ESA documents provided in Attachment D, with the following major environmental concerns and mitigation strategies as summarized below:

- **Land Use:** The proposed above-grade tank could be visually prominent given the nearby residences and the adjacent EPACENTER Youth Arts and Music Center. Visual impacts would be reduced through landscaped screening, neutral-colored coatings and/or architectural treatments, and shielded security lighting. The site is zoned Public/Institutional and would require a Conditional Use Permit.
- **Construction Concerns:** Construction could temporarily affect nearby residences and community uses through dust, diesel emissions, and noise from grading, compaction, and trenching. These impacts would be addressed through standard construction best management practices, daytime construction hours, and additional analysis or mitigation as required during CEQA review.
- **Biological Resources:** The site includes vegetation and clusters of palm trees that may require removal. ESA did not identify impacts to nearby tidal-marsh habitat or nesting rail species due to the distance between the site and the Bay Trail. Tree removal would need to comply with the City's Tree Ordinance, and pre-construction nesting bird surveys and avoidance buffers may be required if work occurs during nesting season.
- **Cultural Resources:** The site has a moderate sensitivity for buried pre-contact archaeological resources. If the site is advanced, future CEQA review should identify appropriate protection measures, which may include additional investigation, construction monitoring, procedures for unexpected discoveries, and tribal consultation.
- **Geology and Water Quality:** The site is within a mapped liquefaction zone and is located near the San Francisco Bay margins, where shallow groundwater may be encountered during construction. A site-specific geotechnical investigation would be required to confirm foundation requirements, and construction may require dewatering, erosion-control measures, and stormwater best management practices.
- **Hazardous Materials:** The site is listed as an open site-assessment case due to known arsenic contamination in soil and groundwater in the vicinity. If the site is advanced, additional investigation would be required to characterize contamination and determine appropriate procedures for soil handling, groundwater management, worker protection, and disposal.

Site 2: Qualitative Evaluation

The 2474 Pulgas Avenue site has a compact, generally rectangular configuration that can accommodate the full 3 MG storage objective within a single tank. A single-tank installation would simplify piping, controls, and routine facility operations relative to a multi-tank site. However, the tank would occupy most of the parcel, and major tank maintenance would require the entire storage facility to be taken out of service. Due to the elevated groundwater table, anticipated at approximately 5 to 10 feet below ground surface, the tank should be constructed above grade rather than buried or partially buried.

Ownership should be confirmed before the site is advanced, as available information regarding City or private ownership is inconsistent. The City should also consider the opportunity cost of using a site

previously reserved for a public or civic use. The primary technical concern is known arsenic contamination in soil and groundwater, which could materially affect investigation, excavation, dewatering, disposal, and worker-protection requirements. Nearby residences and EPACENTER would also require visual and construction-impact mitigation. This site is across the street from many multi-family residences and will have to contend with the direct visual impact during the CEQA and planning process. The City could consider a smaller tank (e.g., 1.5 MG) which would allow the tank to either be narrower or shorter in height, and thus pose less of a visual impact to nearby residents. The site offers efficient storage capacity, but its hazardous-materials situation presents a potentially significant cost and schedule risk.

Site 3: Bell Street Park

This proposed site is located within Bell Street Park on the larger parcel addressed as 2180 Euclid Avenue. The parcel is approximately 4.72 acres (205,500 SF) and is currently owned by the City of East Palo Alto. The site's zoning and land-use designations are PR and Parks/Recreation/Conservation, respectively. The larger parcel includes Bell Street Park, the Lewis and Joan Platt East Palo Alto Family YMCA, the East Palo Alto Senior Center, a skate park, a playground, and other community-serving uses.

The proposed tank location is within the northwestern portion of the park, near the existing internal access road behind the YMCA. Unlike the other finalist sites, the Bell Street Park concept is intended to retain some of the site's recreational function by integrating a partially buried concrete tank worked into the park landscape. The surrounding area is already developed with community facilities, mixed commercial and residential uses, and public open space. Euclid Avenue and the Ravenswood City School District property are located to the west, University Avenue is located to the east, and residential uses are located within the surrounding neighborhood. Because the tank would be installed within an existing public park, the primary layout considerations are preservation of usable park space, visual integration, maintenance access, construction staging, and compatibility with adjacent community uses.

The proposed tank configuration for Bell Street Park is summarized in Table 5. The concept includes a single prestressed concrete tank with approximately 0.66 MG of storage. The tank would be partially buried approximately 15 feet below existing grade, reducing its above-grade visual profile.

Table 5 – Tank Configuration Dimensions Alternatives for Site 3

Tank	Diameter (ft)	Height (ft)	Capacity (MG)
Primary	80	25 total, 15 ft below ground	0.66

Site 3: Modeling Results

Site 3 was modeled with a tank water surface approximately 10 feet above surrounding grade to represent the partially buried tank configuration. The pump station was modeled with a discharge head of 133 feet, corresponding to a target discharge pressure of approximately 57.6 psi. These operating assumptions were selected to provide a generally consistent basis for comparing hydraulic performance among the five sites. As shown in the draft site plan, see Figure C in Attachment C, the conceptual layout includes a new 8-inch water line routed through the existing City easement to the distribution system near Euclid Avenue.

As shown on Figure 3, under future maximum-day-demand plus fire-flow conditions, 90 of the 106 hydrants that failed to meet their fire flow criteria in the baseline scenario meet their criteria with Site 3.

Overall, 308 of the 325 modeled hydrants meet their fire flow criteria, while 17 remain deficient. Relative to the recommended-CIP scenario, Site 3 provides an aggregate increase of approximately 65,900 gpm in available fire flow across matching hydrants, the second-largest increase among the five sites. Available fire flow increases at 226 hydrants. These results indicate a substantial hydraulic benefit despite the smaller conceptual storage volume at this site. No additional off-site transmission improvement was identified beyond the proposed easement connection and recommended CIPs, although the connection diameter and pump-head requirements should be confirmed during preliminary design.

Site 3: CEQA

Project feasibility regarding CEQA is supported by the ESA documents provided in Attachment D, with the following major environmental concerns and mitigation strategies as summarized below:

- **Land Use:** The proposed partially buried tank would occupy a portion of an existing public park near a skate park, playground, YMCA, and senior center. The partially buried configuration and landscaped screening would reduce visual impacts and help preserve park functionality. The site is zoned Parks and Recreation and would require an Administrative Use Permit.
- **Construction Concerns:** Construction could temporarily affect park users and nearby community facilities through dust, diesel emissions, noise, and temporary disruption of recreational space. These impacts would be addressed through standard construction best management practices, daytime construction hours, construction-area controls, and additional analysis or mitigation as required during CEQA review.
- **Biological Resources:** Mature trees, including oak and palm trees, are present near the proposed tank location and may require removal. ESA did not identify special-status species constraints at the site. Tree removal would need to comply with the City's Tree Ordinance, and pre-construction nesting bird surveys and avoidance buffers may be required if work occurs during nesting season.
- **Cultural Resources:** The site has a high sensitivity for buried pre-contact archaeological resources and a moderate sensitivity for historic-era archaeological resources. If the site is advanced, future CEQA review should identify appropriate protection measures, which may include additional investigation, construction monitoring, procedures for unexpected discoveries, and tribal consultation.
- **Geology and Water Quality:** The site is within a mapped liquefaction zone. Because the proposed tank would be partially buried, a site-specific geotechnical investigation would be required to confirm excavation, groundwater, foundation, and structural requirements. Construction would also require erosion-control and stormwater best management practices.

Site 3: Qualitative Evaluation

Bell Street Park provides the smallest storage capacity of the finalist sites, approximately 0.66 MG, but the partially buried tank would have a substantially lower visual profile than the above-grade alternatives. Its inland location also appears less directly exposed to Bay-related sea-level-rise concerns compared to other tank sites, but due to its buried nature would likely be more affected by flooding. Existing internal access and proximity to a distribution main are favorable, although the facility would occupy active parkland near the YMCA, senior center, playground, and skate park.

The partially buried configuration would require more excavation, below-grade construction, groundwater control, structural design, and long-term drainage maintenance than an at-grade tank. Access to buried components may also complicate future inspection and rehabilitation. Because the site would still require a pump station, generator, controls, and security improvements despite providing substantially less storage, it is likely to be less efficient on a cost-per-MG and operational basis. Construction would temporarily disrupt park use, and the site has elevated archaeological sensitivity based on initial CEQA review. Overall, its principal advantage is reduced visual impact rather than storage efficiency.

Site 4: 1266 Beech Street (Future MLK Park)

This proposed site is located at 1266 Beech Street near the eastern boundary of East Palo Alto, adjacent to Martin Luther King Jr. Park and the San Francisco Baylands. The parcel is approximately 1.85 acres (approximately 80,500 SF) and is currently owned by San Mateo County. The site's zoning and land-use designations are PR and Parks/Recreation/Conservation, respectively. The parcel is currently vacant and has been identified for potential expansion of the adjacent park.

The site is generally flat, vegetated, and rectangular, with sufficient space to accommodate two circular tanks and associated infrastructure. Beech Street forms the northern boundary, Martin Luther King Jr. Park is located immediately south, residential uses are located to the west and southwest, and the San Francisco Baylands and tidal-marsh habitat are located to the east. Residences are also located approximately 40 feet north of the site across Beech Street. The site's proximity to existing and planned park uses, nearby residences, shallow groundwater, and environmentally sensitive Baylands will require careful consideration of visual screening, geotechnical design, construction timing, and biological-resource constraints.

The proposed tank configurations for the 1266 Beech Street site focus on maximizing storage capacity within the parcel while retaining space for supporting infrastructure. As summarized in Table 6, the concept includes two tanks with an approximate total capacity of 3.0 MG.

Table 6 – Tank Configuration Dimensions Alternatives for Site 4

Tank	Diameter (ft)	Height (ft)	Capacity (MG)
Primary	100	37	1.5
Secondary	100	37	1.5
TOTAL			3.0

Site 4: Modeling Results

Site 4 was modeled with a tank water surface approximately 30 feet above surrounding grade. The pump station was modeled with a discharge head of 131 feet, corresponding to a target discharge pressure of approximately 56.7 psi. These operating assumptions were selected to provide a generally consistent basis for comparing hydraulic performance among the five sites. As shown in the draft site plan, see Figure D in Attachment C, the conceptual layout includes connections to the existing 8-inch water main in Beech Street.

As shown on Figure 4, under future maximum-day-demand plus fire-flow conditions, 90 of the 106 hydrants that failed to meet their fire flow criteria in the baseline scenario meet their criteria with Site 4. Overall, 308 of the 325 modeled hydrants meet their fire flow criteria, while 17 remain deficient. Relative

to the recommended-CIP scenario, Site 4 provides an aggregate available-fire-flow increase of approximately 23,350 gpm across matching hydrants, ranking fourth among the five sites. Available fire flow increases at 260 hydrants, indicating a relatively broad distribution of moderate hydraulic benefit across the system.

Site 4: CEQA

Project feasibility regarding CEQA is supported by the ESA documents provided in Attachment D, with the following major environmental concerns and mitigation strategies as summarized below:

- **Land Use:** The proposed above-grade tanks could be visually prominent given the nearby residences, planned park use, and adjacent San Francisco Baylands. Visual impacts would be reduced through landscaped screening, neutral-colored coatings and/or architectural treatments, and shielded security lighting. The site is zoned Parks and Recreation and would require an Administrative Use Permit.
- **Construction Concerns:** Construction could temporarily affect nearby residences and park users through dust, diesel emissions, and noise from grading, compaction, and trenching. These impacts would be addressed through standard construction best management practices, daytime construction hours, and additional analysis or mitigation as required during CEQA review.
- **Biological Resources:** The site is located approximately 200 feet from tidal-marsh habitat that may support the federally endangered and California fully protected Ridgway's Rail. Construction within 700 feet of nesting-rail habitat would be restricted between January 15 and August 31 unless protocol-level surveys are completed with negative results. Pre-construction nesting bird surveys and avoidance buffers may also be required.
- **Cultural Resources:** The site has a moderate sensitivity for buried pre-contact archaeological resources. If the site is advanced, future CEQA review should identify appropriate protection measures, which may include additional investigation, construction monitoring, procedures for unexpected discoveries, and tribal consultation.
- **Geology and Water Quality:** The site is within a mapped liquefaction zone and is located near the San Francisco Bay margins, where shallow groundwater may be encountered during construction. A site-specific geotechnical investigation would be required to confirm foundation requirements, and construction may require dewatering, erosion-control measures, and stormwater best management practices.

Site 4: Qualitative Evaluation

The Beech Street site can accommodate up to approximately 3.0 MG in two tanks. This configuration provides operational redundancy, allows one tank to remain available during maintenance, and could potentially support phased construction. The regular parcel geometry and direct access from Beech Street are favorable for layout and operations. However, the property is owned by San Mateo County, so acquisition, transfer, or another interagency property agreement would be required. Due to the elevated groundwater table, anticipated at approximately 5 to 10 feet below ground surface, the tank should be constructed above grade rather than buried or partially buried.

The tanks would occupy land identified for future expansion of MLK Park and would block the view of many nearby residences, requiring coordination with the park design and substantial landscape screening.

Its location near the Baylands presents significant geotechnical and resilience considerations, including shallow groundwater, liquefaction, potential future flooding or sea-level-rise exposure, and the need to protect critical electrical and mechanical equipment. Seasonal restrictions associated with nearby Ridgway’s Rail habitat could also constrain the construction schedule. The site provides substantial and operationally flexible storage, but park impacts, property coordination, and Bay-adjacent environmental constraints are significant.

Site 5: Parcel at the End of Pulgas Avenue (Future Athletic Field)

This proposed site is located near the northeastern boundary of East Palo Alto on a parcel planned for future athletic fields as part of the EPA Waterfront Athletic Fields redevelopment. The design review application for this site was submitted in March 2025, and the project status is currently under review by the City.

The larger parcel is approximately 4.68 acres, and the proposed tank site would occupy approximately 0.87 acre (38,000 SF) within the northwestern portion of the parcel near parking lots which will be installed with the athletic field. The parcel is currently owned by Bella Vista Capital Inc. and Sycamore Real Estate Investment LLC submitted the plans for administrative design review. The site is located within the Ravenswood Business District/Four Corners Specific Plan Area. In the Ravenswood Business District specific plan, it states in policy UTIL-1.4, that they will “partner with a developer to build one or more large (1.5 MGD+) water storage tank(s) within the Plan Area, with a likely location being at the end of Demeter and Purdue Streets”. Its zoning and land-use designation is Waterfront Office (High-Intensity Office/Lab/Industrial).

The proposed tank location is within a larger waterfront parcel that is being evaluated for recreational use. The site is bounded by existing industrial uses to the south and west and open space and tidal-marsh habitat to the north and east. The Bay Trail and Ravenswood Open Space Preserve are located approximately 650 feet northeast of the site, while the nearest residences are located approximately 750 feet west. The site currently includes an existing warehouse or industrial structure, and though the preliminary plans do not specify, it is assumed demolition would be completed as part of the athletic-field project or the future tank project. The site’s proximity to the Baylands may require careful consideration of shallow groundwater, liquefaction, biological resources, construction timing, and long-term compatibility with planned recreational uses.

The proposed tank configurations for the future athletic-field site focus on maximizing storage capacity within the available portion of the parcel while allowing the broader recreational project to proceed. As summarized in Table 7, the concept includes two tanks with an approximate total capacity of 3.0 MG.

Table 7 – Tank Configuration Dimensions Alternatives for Site 5

Tank	Diameter (ft)	Height (ft)	Capacity (MG)
Primary	100	37	1.5
Secondary	100	37	1.5
TOTAL			3.0

Site 5: Modeling Results

Site 5 was modeled with a tank water surface approximately 30 feet above surrounding grade. The pump station was modeled with a discharge head of 141 feet, corresponding to a target discharge pressure of

approximately 61.0 psi. These operating assumptions were selected to provide a generally consistent basis for comparing hydraulic performance among the five sites. As shown in the draft site plan, see Figure E in Attachment C, the conceptual layout includes an approximately 250-foot connection to a proposed 12-inch water main in Pulgas Avenue. In order to model this scenario, EKI included a new 12-inch water main approximately 1,200 linear feet (LF) in length along Pulgas Ave, then connecting to the northwest at the intersection of Purdue and Illinois St. This pipeline is assumed to be developer funded as a part of the Ravenswood Business Development and Athletic Field construction.

As shown on Figure 5, under future maximum-day-demand plus fire-flow conditions, 90 of the 106 hydrants that failed to meet their fire flow criteria in the baseline scenario meet their criteria with Site 5. Overall, 308 of the 325 modeled hydrants meet their fire flow criteria, while 17 remain deficient. Relative to the recommended-CIP scenario, Site 5 provides an aggregate increase of approximately 54,200 gpm in available fire flow across matching hydrants, ranking third among the five sites. Available fire flow increases at 278 hydrants, the largest number among the five tank alternatives.

Site 5: CEQA

Project feasibility regarding CEQA is supported by the ESA documents provided in Attachment D, with the following major environmental concerns and mitigation strategies as summarized below:

- **Land Use:** The proposed above-grade tanks could be visually prominent given the adjacent planned athletic field, nearby open space, and proximity to the San Francisco Baylands. Visual impacts would be reduced through landscaped screening, neutral-colored coatings and/or architectural treatments, and shielded security lighting. The site is located within the Ravenswood Business District/Four Corners Specific Plan Area and would require a Conditional Use Permit.
- **Construction Concerns:** Construction could temporarily affect nearby uses through dust, diesel emissions, noise, and temporary traffic disruptions. Demolition of an existing warehouse or industrial structure may also be required before tank construction. These impacts would be addressed through standard construction best management practices, daytime construction hours, and additional analysis or mitigation as required during CEQA review.
- **Biological Resources:** The site is located within approximately 700 feet of tidal-marsh habitat that may support the federally and state endangered and California fully protected Ridgway's Rail. Construction within 700 feet of nesting-rail habitat would be restricted between January 15 and August 31 unless protocol-level surveys are completed with negative results. Pre-construction nesting bird surveys and avoidance buffers may also be required.
- **Cultural Resources:** The site has a high sensitivity for buried pre-contact archaeological resources. If the site is advanced, future CEQA review should identify appropriate protection measures, which may include additional investigation, construction monitoring, procedures for unexpected discoveries, and tribal consultation.
- **Geology and Water Quality:** The site is within a mapped liquefaction zone and is located near the San Francisco Bay margins, where shallow groundwater may be encountered during construction. A site-specific geotechnical investigation would be required to confirm foundation requirements, and construction may require dewatering, erosion-control measures, and stormwater best management practices.

Site 5: Qualitative Evaluation

The future athletic-field site can accommodate up to approximately 3.0 MG in two tanks, providing similar phasing, redundancy, and maintenance flexibility to the Beech Street alternative. The surrounding industrial and open-space uses and greater separation from residences may reduce direct neighborhood impacts compared with several other sites. However, the facility would need to be integrated into the planned athletic-field development, including coordination of tank access, parking, screening, utility connections, and construction staging. Due to the elevated groundwater table, anticipated at approximately 5 to 10 feet below ground surface, the tank should be constructed above grade rather than buried or partially buried.

The property is privately owned, and implementation would depend on acquisition, dedication, or another agreement with the property owner and developer. Existing structures may also require demolition, and the project schedule could be dependent on the timing and design of the athletic-field development. As with the Beech Street site, proximity to the bay creates concerns related to shallow groundwater, liquefaction, sea-level-rise resilience, and seasonal restrictions for sensitive bird habitat. The site provides substantial storage and relatively favorable separation from residential uses, but property control and coordination with the proposed development create schedule and implementation uncertainty.

Site 6: 1798 Bay Road (Tanklage Site)

During the detailed evaluation, Bell Street Park has been found to offer less overall benefit than initially anticipated due to its limited storage capacity and site constraints. Following additional discussions with City staff, the Tanklage property has been added for preliminary review as another City-owned site that may provide greater storage capacity and implementation flexibility.

The Tanklage property is located at 1798 Bay Road (APN 063-231-250) within the Ravenswood Business District/Four Corners Specific Plan Area. The approximately 1.3-acre property is owned by the City and is subject to a restriction requiring its use for governmental or other public purposes. The site has historically supported public and community-serving uses, including the former Ravenswood Family Health Center, the City's RV Safe Parking Program, temporary housing units, and construction parking and staging for the nearby Colibri Commons affordable housing project.

The parcel has an irregular interior-block configuration with limited frontage on Bay Road. An ingress/egress easement serving an adjacent property encumbers a portion of the site and limits development near the street frontage. Existing improvements include paved parking, fencing, lighting, utilities, and temporary modular structures. City staff has indicated that the temporary structures are no longer actively occupied, although their removal or relocation and the current status of other temporary site uses should be confirmed before advancing the property.

As summarized in Table 8, a preliminary planning-level fit assessment indicates that the property may accommodate two approximately 100-foot-diameter tanks with a combined storage capacity of up to approximately 3 MG. The layout may also retain a limited area for City equipment storage or corporation-yard-related functions. The final usable area will depend on verification of the access easement, property-line setbacks, landscape screening, tank dimensions, pump station and generator requirements, vehicle circulation, and construction staging. Due to anticipated shallow groundwater conditions in this portion of the City, the tanks are assumed to be constructed above grade rather than buried or partially buried.

Table 8 – Tank Configuration Dimensions Alternatives for Site 6

Tank	Diameter (ft)	Height (ft)	Capacity (MG)
Primary	100	37	1.5
Secondary	100	37	1.5
TOTAL			3.0

Site 6: Modeling Results

The Tanklage property was identified for inclusion following completion of the detailed hydraulic modeling for the original five alternatives. Accordingly, a site-specific hydraulic evaluation has not been completed for this draft, however, the hydraulic benefits are likely similar to Site 2 and 5, given Tanklage Site's the proximity to those other sites.

Site 6: CEQA

The Tanklage property was not included in ESA's environmental screening of the original five sites. Based on an initial review on the San Francisco Bay Regional Water Quality Control Board's GeoTracker website, the site does not appear to have any environmental contamination concerns, though there is a closed site directly adjacent and east of the property.

The Long-Range Property Management Plan indicates that the property was cleared and leveled in 2001, including removal of debris, concrete, rebar, tires, and soil, and states that the property was subsequently believed to be free of environmental contamination (EPA, 2014). However, these records do not constitute environmental clearance for a permanent water-storage facility.

Future evaluation should include confirmation of zoning and permitting requirements, a current Phase I environmental site assessment, a geotechnical investigation, and review of visual, noise, traffic, cultural-resource, groundwater, liquefaction, construction, and neighboring land-use considerations.

Site 6: Qualitative Evaluation

The Tanklage property appears to be a promising alternative because it is owned by the City, is restricted to a civic/public use, and may accommodate up to approximately 3 MG of storage without displacing an active public park. City ownership avoids the risk associated with land acquisition, and a two-tank configuration could provide operational redundancy and allow one tank to remain available during maintenance of the other tank. The property is also relatively large so the City will likely be able to retain limited space for City storage or related operational uses.

Site-specific hydraulic modeling, environmental screening, conceptual design, and cost estimating are required before Tanklage can be compared at the same level of detail as the other finalist sites.

OPINIONS OF PROBABLE COST

The section presents information related to the development of the Project Opinion of Probable Construction Cost (OPCC) for each retained alternative.

Approach to OPCCs

EKI's approach to providing an accurate OPCC is to develop cost estimates that reflect, as closely as practicable, what we believe will be an actual successful bid price. The subsections to follow will explain the class of estimate, relevant assumptions, and exclusions.

Class of Estimate

The OPCC estimate provided herein is considered a Class 5 estimate according to the Association for the Advancement of Cost Engineering (AACE) International Cost Estimate Classification System (AACE International, 2020) as shown in Table 9. Due to the project design level and the volatile economic climate, we believe that the contingency should be at 30% to cover the estimating and scope contingency for all Project costs.

Contingency specifically includes:

- Errors and omissions in the estimating process.
- Variability associated with quantifying the level of effort.
- Structural design requirements or construction impacts that may be identified in future geotechnical analyses.
- Design that may not be complete enough to determine final quantities.
- Some items or costs that are currently estimated by factoring.
- Material and equipment costs that may vary from those in the estimate due to inflationary reasons and market conditions.
- Changes in the actual quantities that may change from that assumed in the estimate.

Contingency specifically excludes:

- Significant changes in scope.
- Major unexpected work stoppages (strikes, etc.).
- Disasters (hurricanes, tornados, etc.).
- Excessive, unexpected inflation.
- Excessive, unexpected currency fluctuations.

Table 9 – Estimate Classification Matrix

Estimate Class	Level of Project Definition Expressed as % of Complete Project Definition	End Usage Typical Purpose of Estimate	Methodology Typical Estimating Techniques	Expected Accuracy Range At 90% Confidence Level	Typical Contingency To Achieve 50% Probability of Overrun/ Underrun
5	<= 5%	Preliminary Project Screening Estimate, Capital Budget OOM Estimate, Alternate Schemes Evaluation, Strategic Analysis	Capacity Factored, Parametric Models, Judgment, Analogy, Historical Project Comparison, Broad Unit Cost Data	Low: -20% to -50% High: +30% to +100%	25% to 40%
4	5% to 20%	Preliminary Project Estimate, Reality Check Estimate, Alternate Schemes Evaluation, Feasibility Study	Equipment Factored Parametric Models, Historical Relationship Factors, Broad Unit Cost Data	Low: -20% to -30% High: +20% to +50%	10% to 25%
3	20% to 60%	Project Funding Estimate, Fair Price Check Estimate, Alternate Schemes Evaluation	Semi-Detailed Unit Costs with Assembly Level Line Items by Trade, Historical Relationship Factors	Low: -10% to -20% High: +10% to +30%	5% to 15%
2	60% to 99%	Project Funding Estimate, Control Estimate, Bid Estimate	Detailed Estimating Data by Trade, with Detailed Takeoff Quantities	Low: -5% to -15% High: +5% to +20%	5% to 15% of unexpected funds
1	90 to 100%	Firm Bid Estimate	Detailed Estimating Data by Trade with Detailed Firm Takeoff Quantities	Low: -3% to -10% High: +3% to +15%	3% to 10% of unexpected funds

Source: Modified Table 1 from AACE International, 2020.

Assumptions

The bulleted list below captures EKI's assumptions used to create the OPCCs:

- The OPCCs are assumed to be an indication of fair market value and not necessarily a predictor of lowest bid.
- Competitive bid conditions will prevail at tender (e.g. +3 bidders). Actual bid prices may increase for fewer bidders or decrease for a greater number of bidders.
- Bidders will develop competitive proposals with regards to materials pricing and labor productivity, and will not include allowances for changes, extra work, unforeseen conditions or any other unplanned costs.
- Contractor has free and clear access, easement, and/or right-of-way to work.

- Stable market conditions will prevail without significant geopolitical events or economic disruptions.
- Public and/or main access roads are suitable and available throughout construction.
- All costs are presented in April 2026 dollars.
- Soft costs were estimated based on percentages of total direct costs, as follows:
 - Engineering = 10% based on size and complexity of the project.
 - Construction Management = 10%
 - Environmental Documentation and Permitting = 2%
 - Administration = 0.5%
- Subtotals and totals are rounded up to the nearest \$1,000.

Exclusions and Exceptions

EKI did not include the following details in the provided OPCCs:

- Property acquisition costs and any necessary temporary construction easements and permanent utility easement costs.
- Non-conventional environmental mitigation measures.
- Non-conventional heritage and cultural mitigation measures.
- Deep foundation design or significant earthwork due to poor site conditions

Planning-level OPCCs were developed for the steel and prestressed concrete tank configurations evaluated at each site, included in Attachment E. Tank-package costs are based on project-specific budgetary pricing provided by DN Tanks for AWWA D110 prestressed concrete tanks and by Paso Robles Tanks, a welded-steel tank manufacturer, adjusted where necessary to reflect the conceptual tank dimensions and number of tanks proposed at each site. The estimates also include planning-level allowances for site work, piping and appurtenances, electrical improvements, contractor markups and contingency, and engineering and other soft costs. Property acquisition and site-specific deep foundations or ground improvements are excluded.

A summary of the retained storage project alternatives is shown in Table 10. In addition to the tank cost, the total site cost includes the various incidental costs associated with each site including mobilization, site work, the booster pumping station, and markups. However, these costs do not include costs for property acquisition. The table also includes an annualized tank-maintenance reserve to illustrate the principal long-term cost difference between steel and prestressed concrete construction. The steel-tank allowance assumes interior and exterior recoating approximately every 20 years and is scaled based on the conceptual coated surface area at each site. The concrete-tank allowance assumes approximately \$130,000 per tank every 20 years for inspection, washing, and routine maintenance based on DN Tanks recommendations. These values represent annualized capital-reserve allowances rather than anticipated annual expenditures and do not include operation or maintenance of the pump station, generator, electrical equipment, controls, or other site facilities.

The OPCCs generally reflect the maximum storage volume that can reasonably be accommodated at each site. The City may instead elect to distribute the required storage among two or more sites to improve

resilience, operational flexibility, and visual compatibility. A distributed-storage program would likely have a higher total cost than a single-site alternative as the smaller tanks have a higher unit cost per gallon. Accordingly, the site costs should be reviewed if the City prefers a distributed-storage approach.

Table 10 - Storage Cost Summary

Site	Volume (MG)	Steel Tank			Concrete Tank		
		Total Site Cost with Steel Tank	Steel Cost Per Gallon	Tank O&M Annual (\$/yr)	Total Site Cost with Concrete Tank	Concrete Cost Per Gallon	Tank O&M Annual (\$/yr)
1	2.0 & 1.0	\$10,942,000	\$3.6	\$130,000	\$17,518,000	\$5.8	\$20,000
2	3.0	\$8,978,000	\$3.0	\$100,000	\$13,603,000	\$4.5	\$20,000
3	0.66	--	--	--	\$7,828,000	\$11.9	\$10,000
4	1.5 & 1.5	\$10,546,000	\$3.5	\$130,000	\$17,524,000	\$5.8	\$20,000
5	1.5 & 1.5	\$10,508,000	\$3.5	\$130,000	\$17,486,000	\$5.8	\$20,000
6 (a)	1.5 & 1.5	\$10,500,000	\$3.5	\$130,000	\$17,500,000	\$5.8	\$20,000

Notes:

- a. A detailed cost estimate has not been prepared for Site 6. However, it is assumed that it will be similar to the cost estimates of the other tank sites that include two 1.5 MG tanks (Sites 4 and 5).

RECOMMENDATIONS

Based on the detailed evaluation, EKI recommends that the City advance Sites 1, 2, and 5 for further consideration and conceptual visualization. These three sites provide a reasonable range of implementation options and collectively represent the strongest balance of storage capacity, hydraulic benefit, constructability, land-use compatibility, and long-term operational value.

Site 3

Site 3 at Bell Street Park is not recommended for further consideration under the current conceptual layout. Although the site passed the initial screening and provides a meaningful hydraulic benefit, the available area only accommodates approximately 0.66 MG of storage, substantially less than originally anticipated and considerably less than the other finalist sites. The project would still require a pump station, generator, electrical controls, security improvements, excavation, and other supporting infrastructure, resulting in a relatively high cost per unit of storage.

The proposed facility would also occupy and temporarily disrupt an existing public recreational resource. Its partially buried configuration would reduce visual impacts, but would increase excavation, structural, groundwater-control, and long-term drainage requirements. The site may warrant reconsideration if the existing skate park is removed or the broader park layout is substantially modified, creating sufficient

space for a larger and more cost-effective storage facility. Under existing conditions, however, the limited storage capacity does not justify the anticipated cost and community impacts.

Site 4

Site 4 at the future MLK Park is technically feasible and can accommodate approximately 3 MG of storage in a two-tank configuration. The site also provides broad hydraulic improvement and operational redundancy. However, above-grade tanks at this location would be highly visible from nearby residences, the future park, and the Bayfront. The facilities could affect views toward the Baylands and may generate substantial community concern.

Site 4 would also reduce land available for future park use and is subject to shallow groundwater, liquefaction, sensitive-habitat constraints, and potential seasonal construction restrictions. For these reasons, Site 4 is not recommended as one of the three preferred alternatives, but could be retained as a secondary option if property, environmental, or implementation constraints make one of the preferred sites infeasible.

Preferred Sites

Site 1 provides the greatest modeled hydraulic benefit and can accommodate approximately 3 MG of storage, although property acquisition, parcel geometry, creek proximity, and nearby residential uses increase implementation complexity. The site should be advanced because of its strong hydraulic performance and location in the southern portion of the distribution system.

Site 2 offers a compact site capable of accommodating the full storage objective within a single tank. Its industrial setting and apparent availability for public use make it one of the more straightforward locations from a land-use perspective. The principal uncertainty is the known arsenic contamination in soil and groundwater, which should be investigated before the City makes a significant commitment to the site.

Site 5 provides substantial storage capacity, strong and broadly distributed hydraulic benefit, and greater separation from existing residences than several other alternatives. It should be advanced in coordination with the future athletic-field development to confirm property control, tank placement, access, screening, demolition responsibilities, and compatibility with the recreational layout.

With Bell Street Park no longer recommended for advancement due to its limited storage capacity, relatively high cost, and impacts to active park uses, the Tanklage property presents a potentially stronger City-owned alternative for continued consideration. EKI recommends advancing the Tanklage site for a detailed hydraulic assessment, preliminary CEQA screening, conceptual layout, and opinion of probable cost comparable to the evaluations completed for the other finalist sites.

Table 11 – Site Criteria Summary

Site	Hydraulic Benefit	CEQA	Qualitative Summary	Recommendation
Site 1: Woodland Avenue	Greatest aggregate fire-flow improvement.	Creek proximity, nearby residences, liquefaction, and high archaeological sensitivity.	Strong hydraulic benefit and substantial capacity but requires private acquisition.	Advance for further consideration.
Site 2: Pulgas Avenue	Same overall fire-flow improvement, but lowest aggregate improvement.	Known arsenic contamination, nearby residences and community uses, and shallow groundwater.	Can accommodate the full storage need on a compact site in a predominantly industrial setting. Contamination is the primary risk.	Advance for further consideration.
Site 3: Bell Street Park	Same overall fire-flow improvement.	Existing park impacts, high archaeological sensitivity, liquefaction, and below-grade construction concerns.	Low storage volume and impacts an existing park.	Remove from consideration unless the park layout changes substantially.
Site 4: Future MLK Park	Broad but moderate systemwide fire-flow improvement.	Baylands habitat, Ridgway's rail restrictions, liquefaction, shallow groundwater, and park impacts.	Technically feasible with substantial capacity, but visually prominent and likely to affect Bayfront views and future park use.	Retain only as a secondary alternative.
Site 5: Future Athletic Field	Third-highest aggregate improvement and broadest distribution of improved hydrants.	Baylands habitat, seasonal construction restrictions, liquefaction, shallow groundwater, and archaeological sensitivity.	Substantial capacity, favorable separation from residences, and good hydraulic performance; however, this site requires coordination with the athletic-field development.	Advance for further consideration.
Site 6: Tanklage Site	--	--	--	Proposed to be added to detailed evaluation

Attachments

Attachment A – Preliminary Site Screening Map

Attachment B – Preliminary Site Screening Matrix

Attachment C – Preliminary Tank Siting Conceptual Layouts

Attachment D – East Palo Alto Water Tank Siting Study Environmental Screening Assessment

Attachment E – Site Specific Opinions of Probable Cost

References

EPA, 2014. City of East Palo Alto Successor Agency. Long-Range Property Management Plan. October 2014.

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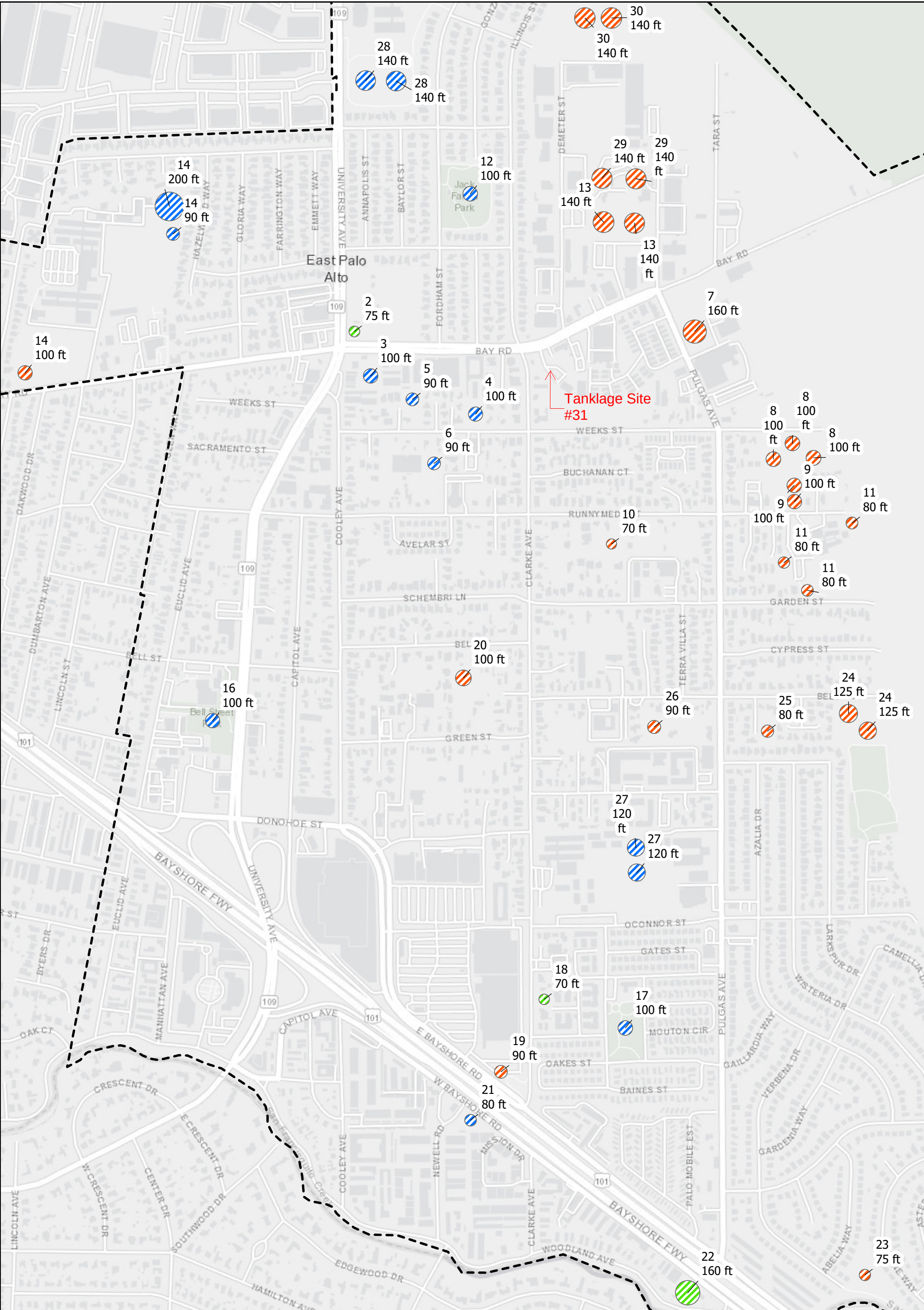
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Attachment A

Preliminary Site Screening Map



Legend

City of East Palo Alto Service Area

Potential Tank Type

Below Ground Tank (See Note 3)

At-Grade Tank

Elevated Tank (See Note 4)

Tank Annotation

Tank Site ID
Maximum Tank Diameter
the Site Can Accommodate

Sources

1. Street map provided by ArcGIS online.

Notes

1. All locations are approximate.
2. Potential tank diameter estimated using Google aerial map.
3. Below ground tanks are assumed for all park or school locations outside of areas with high groundwater, in order to preserve the existing use.
4. Sites that require an elevated tank mean that either the tank or site need to be raised to mitigate high/emergent groundwater.
5. Locations 1 (residential backyards located on large lots) and 15 (2401 University Avenue) are not shown on the map. For Location 1, eight of the largest residential backyards were included in the evaluation list, so a blanket evaluation of backyards as a group was omitted from the screening. Location 15 was removed from consideration because it is a small parcel with an existing use across the street from the more favorable City-owned Location 2.

Scale

0 230 460 920
US Feet

Preliminary Site Screening Map

East Palo Alto, CA
October 2015
EKI C40163.00

eki environment & water

Attachment B

Preliminary Site Screening Matrix

Table 1
Preliminary Site Screening Matrix
Water Storage Tank Siting Study
City of East Palo Alto, CA

Tank Site ID	Parcel Category or Address	Parcel Size	Hydraulic Improvements	Technical Feasibility	Parcel Owner	Permitting, Tank Type, and Site Constraint	Total Score
22	1893 Woodland Avenue (Old RV Park)	Space for one 160-ft diameter tank, or multiple smaller tanks.	3 Provides great benefit to address low PHD and fire flow in multiple adjacent hydrants.	3 No technical feasibility issues.	3 Investment LLC, for sale sign present at the site.	1 Unlikely to have any significant permitting issues. At-Grade/Elevated tank.	3 13
7	2474 Pulgas Avenue (Former Library Site)	One 160-ft diameter tank, or multiple smaller tanks	3 Improves PHD and fire flow in nearby hydrants, but close to existing turnouts.	2 Bay proximate, likely geotechnical issues and high groundwater but otherwise feasible.	2 City-owned	3 Shown as an open cleanup site on geotracker. Moderate soil contamination based on preliminary review. Parcel is zoned as industrial/buffer.	2 12
16	Bell Street Park	Potential for one 100-ft diameter tank. Assumed to be partially buried to maintain a lower height within the park.	2 Provides some benefit to low PHD and a few nearby hydrants which have just above 1,500 gpm. But it is along large transmission mains.	3 Would require a partially buried or underground tank with landscaping built around the tank to retain the park aesthetic.	2 City-owned	3 Potential for permitting or public approval issues with the park. City discussed that a new development on an adjacent parcel may be looking into an easement through this parcel.	2 12
31	1798 Bay Road (Tanklage Site)	Space for multiple large tanks (e.g., two 100-ft diameter tanks).	3 Good PHD, a few deficient hydrants are nearby, but close to existing turnouts.	2 Bay proximate, likely geotechnical issues and high groundwater but otherwise feasible. Partially buried or underground tank not feasible due to elevated groundwater.	2 City-owned	2 Unlikely to have any significant permitting issues. At-Grade/Elevated tank.	3 12
24	1266 Beech Street (Potential Future MLK Park)	Space for multiple large tanks (e.g., two 125-ft diameter tanks).	3 OK PHD and fire flow in the area.	2 Bay proximate, likely geotechnical issues and high groundwater but otherwise feasible.	2 City-owned	3 Located in the SPUR groundwater rise map. Slightly elevated tank likely required. Potential for public pushback to building this on a parcel directly connected to the bay front.	1 11
30	Parcel at end of Purdue Ave (Future Soccer Field Parcel)	Large open space available, but slated for new park/soccer field	3 Good PHD, a few deficient hydrants are nearby, but close to existing turnouts.	2 Bay proximate, likely geotechnical issues and high groundwater but otherwise feasible. Partially buried or underground tank not feasible due to elevated groundwater.	2 Owned by Ravenswood Business District but the specific plan policy calls for new tank at this approximate location.	2 Elevated/At-Grade, shown as a cleanup site on geotracker. Redevelopment as a new park will impact use.	2 11
29	2519/2565 Pulgas Ave	Large open space available, but slated for new City Hall and/or other City facilities. Based on initial plans, there is insufficient space.	2 Good PHD, a few deficient hydrants are nearby, but close to existing turnouts.	2 Bay proximate, likely geotechnical issues and high groundwater but otherwise feasible.	2 City-owned. But but slated for new City Hall and/or other City facilities.	2 Elevated/At-Grade, shown as a cleanup site on geotracker. Redevelopment as a new City Hall impact use. Compatible with Ravenswood/Four Corners Specific Plan	2 10
2	1601 Bay Road	Space for one 75-ft diameter tank max.	1 Improves PHD and fire flow in nearby hydrants, but close to existing turnouts.	2 No technical feasibility issues.	3 City-owned. However, placing the tank at the intersection is likely not preferred and coordination with the adjacent site owner would be beneficial to site the tank back from the street.	3 Not compatible with the Ravenswood/Four Corners Specific plan.	1 10
23	Vacant lot behind 104 Verbena Drive	One 75-ft Dia. tank	1 Low PHD and multiple deficient hydrants on this dead end.	3 No technical feasibility issues.	3 Private Individual	1 Unlikely to have any significant permitting issues, but within a residential area, so stakeholder pushback is likely. At-Grade tank.	2 10
3	1638 Bay Road	One 100-ft Dia. Tank	2 OK PHD/FF	2 No technical feasibility issues.	3 Private, Multiple parcels to purchase, multiple owners to deal with.	1 Unlikely to have any significant permitting issues, but adjacent to a residential area, so stakeholder pushback is likely. At-Grade tank.	2 10
4	851 Weeks Street	One 100-ft Dia. Tank	2 OK PHD/FF	2 No technical feasibility issues.	3 Private Individual	1 Unlikely to have any significant permitting issues, but within a residential area, so stakeholder pushback is likely. At-Grade tank.	2 10

Table 1
Preliminary Site Screening Matrix
 Water Storage Tank Siting Study
 City of East Palo Alto, CA

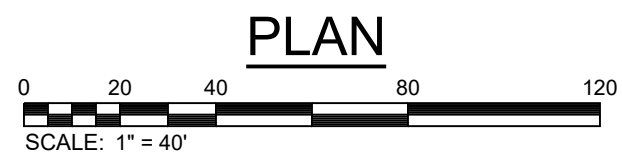
Tank Site ID	Parcel Category or Address	Parcel Size	Hydraulic Improvements	Technical Feasibility	Parcel Owner	Permitting, Tank Type, and Site Constraint	Total Score
5	794 Weeks St	One 90-ft Dia. Tank	2 OK PHD/FF	2 No technical feasibility issues.	3 Private Individual	1 Unlikely to have any significant permitting issues, but within a residential area, so stakeholder pushback is likely. At-Grade tank.	2 10
20	832 Bell Street	One 100-ft Dia. Tank	2 Lower PHD, but OK FF	2 No technical feasibility issues.	3 Private Individual	1 Unlikely to have any significant permitting issues, but within a residential area, so stakeholder pushback is likely. At-Grade tank.	2 10
25	1168 Beech Street	One 80-ft Dia. Tank	2 Good PHD, a few deficient hydrants are nearby.	2 No technical feasibility issues.	3 Private Individual	1 Unlikely to have any significant permitting issues, but within a residential area, so stakeholder pushback is likely. At-Grade tank.	2 10
8	1200 Runnymede St	Large site, three 100-ft tanks	3 OK PHD, one deficient hydrant adjacent to site	2 Bay proximate, likely geotechnical issues and high groundwater but otherwise feasible.	2 LLC	1 Located in the SPUR groundwater rise map. Elevated tank likely required. Parcel is zoned as industrial/buffer.	2 10
11	East Palo Alto Charter School	Multiple locations where a 80-ft Dia. Tank could be sited.	3 OK PHD, two deficient hydrants adjacent to site	2 Would require a partially buried or underground tank with landscaping built around the tank to retain the use as a field.	2 School	2 Open spaces are being used by school. Significant impacts to stakeholders are anticipated.	1 10
21	Bridge Pop Park	One 80-ft Dia. Tank	2 Provides great benefit to address low PHD and fire flow in multiple adjacent hydrants.	3 No technical feasibility issues.	3 LLC	1 Potential for permitting or public approval issues with the existing park. Also adjacent to a residential neighborhood.	1 10
26	1029 Beech Street	One 90-ft Dia. tank	2 Good PHD, a few deficient hydrants are nearby.	2 Potential for geotechnical issues with high groundwater but otherwise feasible.	2 Private Individual	1 Unlikely to have any significant permitting issues, but within a residential area, so stakeholder pushback is likely. At-Grade tank.	2 9
18	1954 Clarke Avenue	One 70-ft Dia. Tank	1 Lower PHD, but OK FF	2 No technical feasibility issues.	3 Investment INC	1 Unlikely to have any significant permitting issues, but within a residential area, so stakeholder pushback is likely. At-Grade tank.	2 9

Table 1
Preliminary Site Screening Matrix
Water Storage Tank Siting Study
City of East Palo Alto, CA

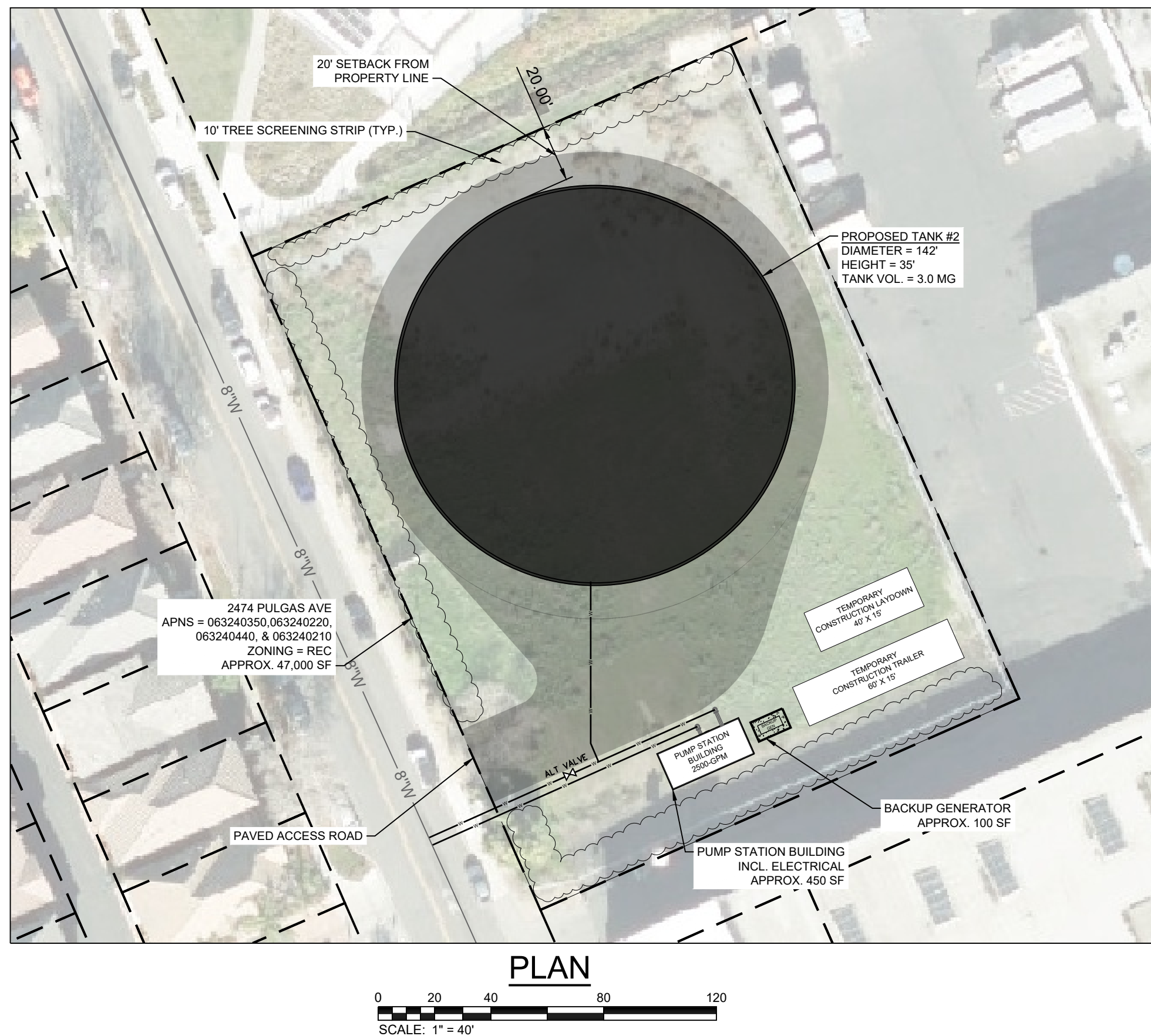
Tank Site ID	Parcel Category or Address	Parcel Size	Hydraulic Improvements	Technical Feasibility	Parcel Owner	Permitting, Tank Type, and Site Constraint	Total Score
9	1201 Runnymede St	Large site, two 100-ft tanks	3 OK PHD, one deficient hydrant adjacent to site	2 Bay proximate, likely geotechnical issues and high groundwater but otherwise feasible.	2 LLC	1 Located in the SPUR groundwater rise map. Slightly elevated tank likely required. Potential for public pushback to building this on a parcel directly connected to the bay front.	1 9
28	Costano Elementary School	Large open space available.	3 Good PHD/FF in this area	1 Would require a partially buried or underground tank with landscaping built around the tank to retain the use as a field.	2 School	2 Open spaces are being used by school. Significant impacts to stakeholders are anticipated.	1 9
27	Los Robles Ronald McNair Academy	Large open space available.	3 Good PHD/FF in this area	1 Would require a partially buried or underground tank with landscaping built around the tank to retain the use as a field.	2 School	2 Open spaces are being used by school. Significant impacts to stakeholders are anticipated.	1 9
14	Cesar Chavez Ravenswood Middle School	Multiple large tanks could be sited	3 Good PHD and FF. This is close to turnout so the hydraulic benefit is low.	1 Would require a partially buried or underground tank with landscaping built around the tank to retain the use as a field.	2 School	2 Open spaces are being used by school. Significant impacts to stakeholders are anticipated.	1 9
10	992 Runnymede St	One 70-ft Dia. Tank, but smaller and less desirable than other sites	1 OK PHD, one deficient hydrant adjacent to site	2 No technical feasibility issues.	3 Private Individual	1 Unlikely to have any significant permitting issues, but within a residential area, so stakeholder pushback is likely. At-Grade tank.	2 9
17	Joel Davis Park	Potential for one 100-ft diameter tank.	2 OK PHD/FF	2 Would require a partially buried or underground tank with landscaping built around the tank to retain the park aesthetic. However, groundwater is elevated, so this is not feasible.	1 City-owned, but not preferred by the City as discussed at a coordination meeting.	3 Potential for permitting or public approval issues with the park. Also within a residential neighborhood.	1 9
12	Jack Farrell Park (Baseball Field) 2508 Fordham Street	Potential for one 100-ft diameter tank.	2 Good PHD/FF. Close to turnouts.	1 Would require a partially buried or underground tank with landscaping built around the tank to retain the park aesthetic. However, groundwater is elevated, so this is not feasible.	1 City-owned	3 Potential for permitting or public approval issues with the park. Also within a residential neighborhood.	1 8
6	800 Weeks St	One 90-ft Dia. Tank	2 OK PHD/FF	2 Site access is an issue, the parcel connects to street with a very thin 11-ft strip.	1 LLC	1 Access easement would be required. Also within a residential area, so stakeholder pushback is likely. At-Grade tank.	1 7
1	Back Yard Spaces	Most favorable backyard locations are included in evaluation above	0	0	0	0	0 N/A
15	2401 University Avenue	Existing use prevents placement of a tank at this location	0	0	0	0	0 N/A

Attachment C

Preliminary Tank Siting Conceptual Layouts



CITY OF EAST PALO ALTO
EAST PALO ALTO, CA
JULY 2026
EKI C40163.00
FIGURE A



LEGEND:

-  SETBACK
 PROPERTY LINE
 PAVED AREAS
 10" W — EXISTING WATER LINE
 10" W — PROPOSED WATER LINE

NOTES:

1. DIAMETERS SHOWN ARE EXTERIOR TANK DIAMETERS.

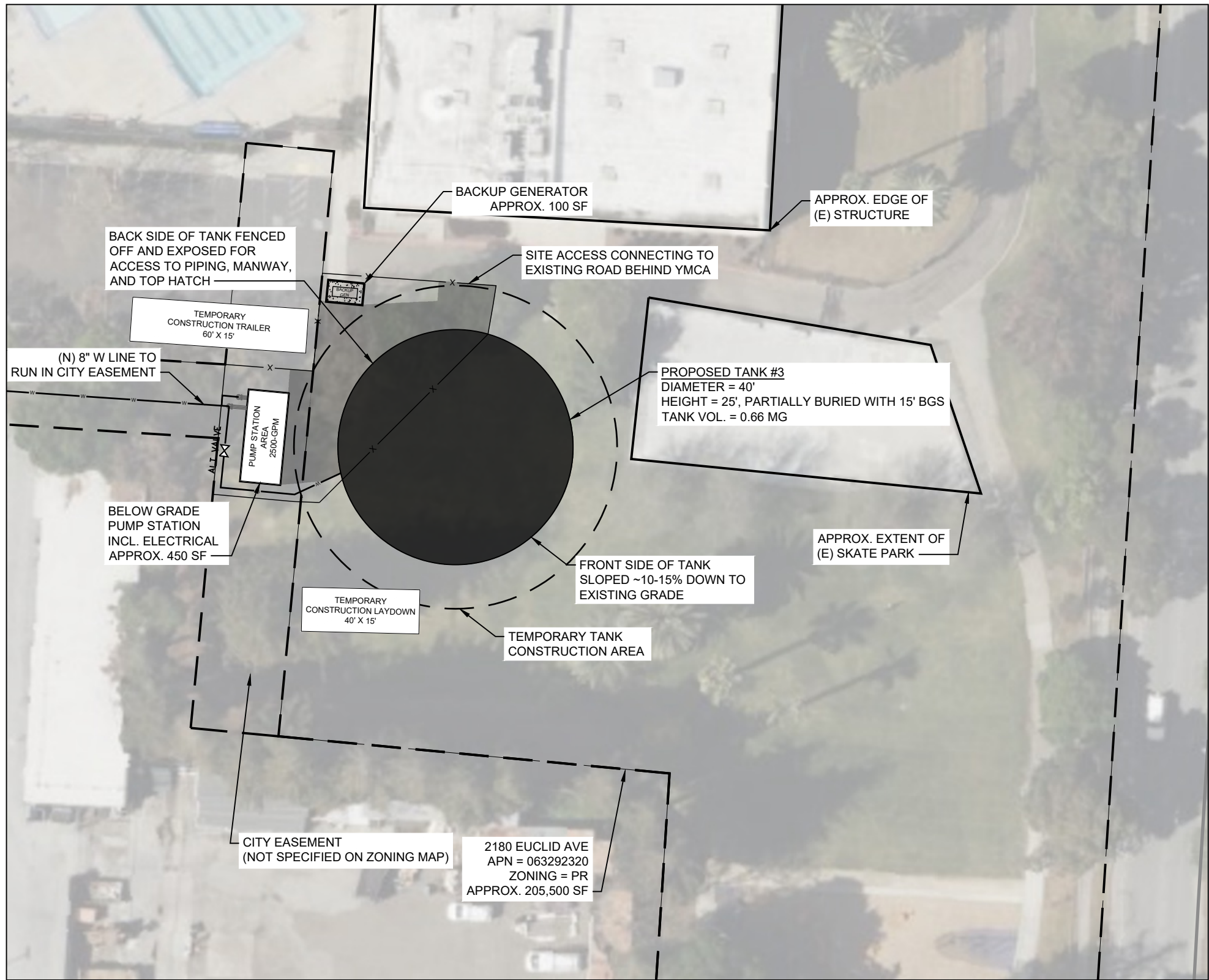
TANK SITE #2 CONCEPTUAL LAYOUT
2474 PULGAS AVE

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& water

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EAST PALO ALTO, CA
JULY 2026
EKI C40163.00

FIGURE B

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LEGEND:

- SETBACK
- PROPERTY LINE
- PAVED AREAS
- 10" W — EXISTING WATER LINE
- 10" W — PROPOSED WATER LINE

NOTES:

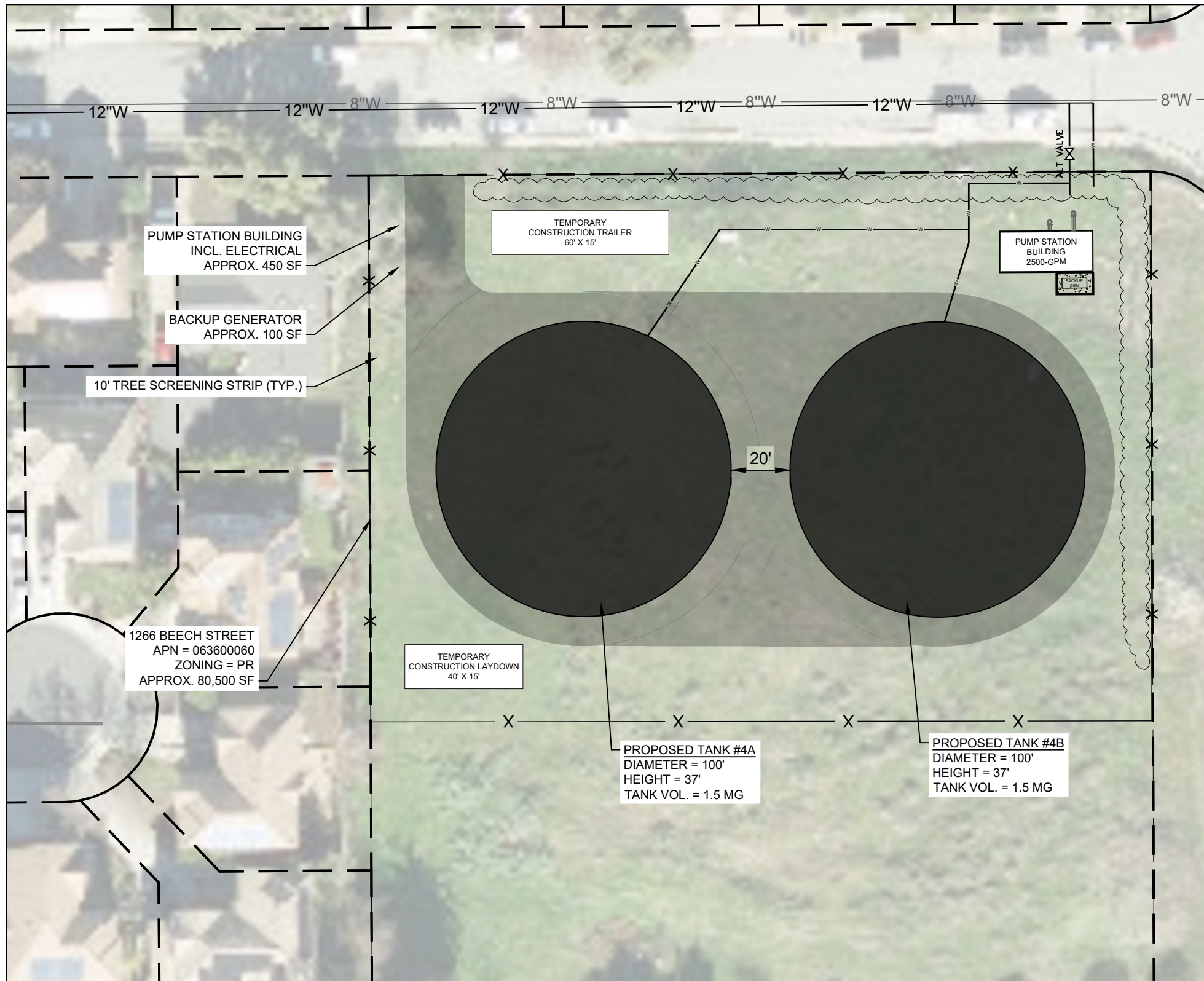
- DIAMETERS SHOWN ARE EXTERIOR TANK DIAMETERS.

**TANK SITE #3 CONCEPTUAL LAYOUT
BELL STREET PARK**



CITY OF EAST PALO ALTO
EAST PALO ALTO, CA
JULY 2026
EKI C40163.00

FIGURE C



PLAN



LEGEND:

-----	SETBACK
.....	PROPERTY LINE
■	PAVED AREAS
— 10" W —	EXISTING WATER LINE
— 10" W —	PROPOSED WATER LINE

NOTES:

1. DIAMETERS SHOWN ARE EXTERIOR TANK DIAMETERS.

TANK SITE #4 CONCEPTUAL LAYOUT 1266 BEECH STREET (FUTURE MLK PARK)

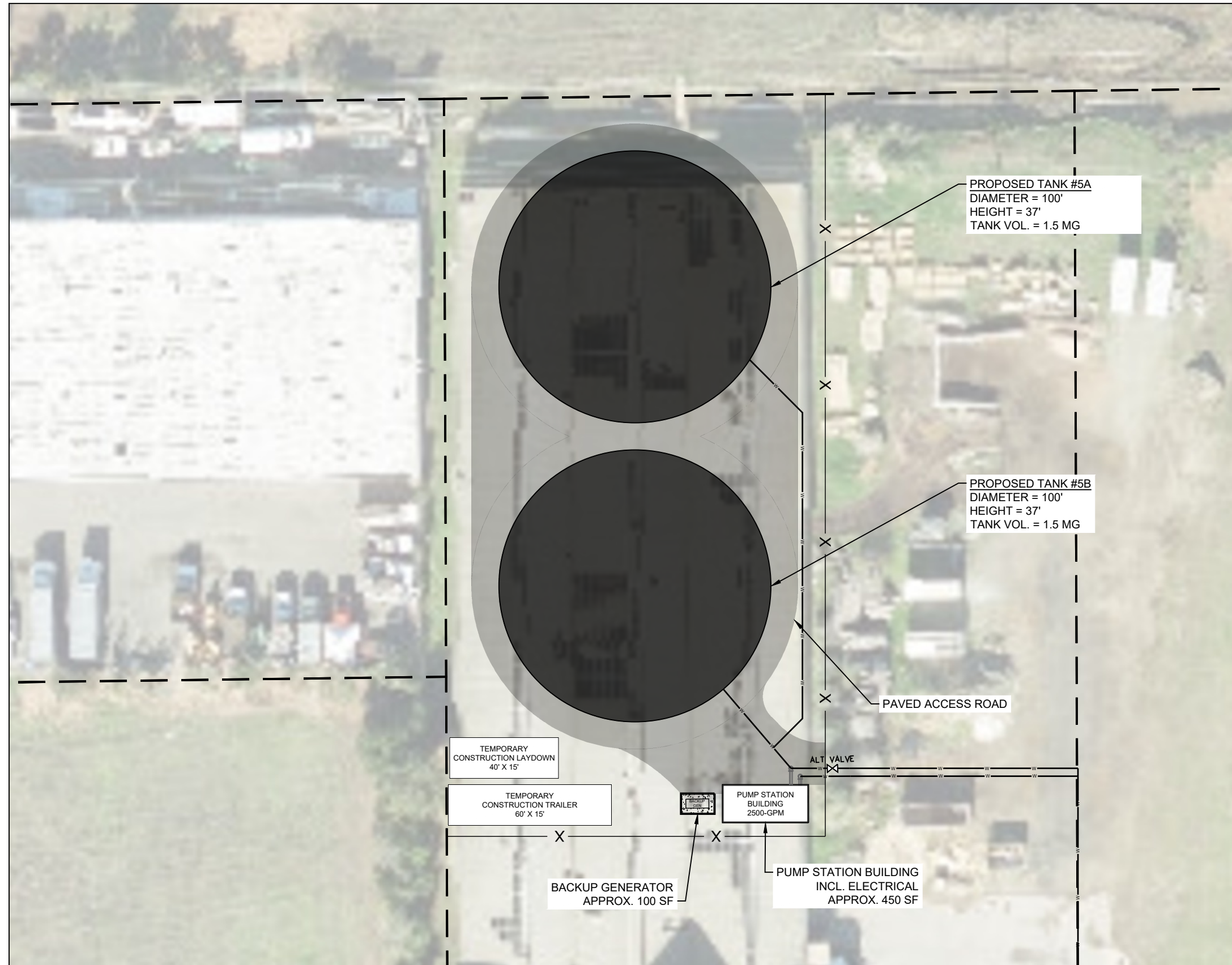
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EAST PALO ALTO, CA

JULY 2026
EKL C40163.00

FIGURE D

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LEGEND:

- SETBACK
- PROPERTY LINE
- PAVED AREAS
- 10" W — EXISTING WATER LINE
- 10" W — PROPOSED WATER LINE

NOTES:

- DIAMETERS SHOWN ARE EXTERIOR TANK DIAMETERS.

**TANK SITE #5 CONCEPTUAL LAYOUT
END OF PURDUE AVE
FUTURE ATHLETIC FIELD**

eki environment
& water

CITY OF EAST PALO ALTO
EAST PALO ALTO, CA
JULY 2026
EKI C40163.00

FIGURE E

Attachment D

East Palo Alto Water Tank Siting Study Environmental Screening Assessment



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Suite 3700
San Francisco, CA 94105
415.896.5900 **phone**
415.896.0332 **fax**

esassoc.com

memorandum

date June 19, 2026

to Tyler F. Colyer, P.E., EKI Environment & Water, Inc.

cc Chris Pittner, P.E., QISP, EKI Environment & Water, Inc.
Yuqing Gao, EKI Environment & Water, Inc.

from Meryka Dirks, Project Director
Vince Molina, Project Manager

subject East Palo Alto Water Tank Siting Study Environmental Screening Assessment Memorandum

Purpose and Scope

Environmental Science Associates (ESA) is pleased to present this environmental screening memorandum to EKI Environment & Water, Inc. (EKI) for the evaluation of five potential water tank sites in the city of East Palo Alto (City) that could collectively store approximately 3 million gallons (MG) of potable water (Project). Specifically, this memorandum responds to EKI's request for identifying potential environmental issues and the recommended approach to comply with the California Environmental Quality Act (CEQA). The evaluation presented herein considers the results of state and federal environmental database searches and aerial photographs, based on information provided by EKI from March 2026 through April 2026, as discussed further below.

Background

On October 4, 2022, the City adopted its Water System Master Plan (WSMP), the overall goal of which is “to assess the current operations and functionality of the City’s existing water system, identify deficiencies, and prioritize recommendations for future water system improvements to address both current operational issues and plan for future residential, commercial and industrial growth within the City’s water service territory”.¹ The WSMP describes the lack of storage tanks within the City’s system and that the City has a current 2.86 MG deficit and a projected future deficit of 2.85 MG (assuming planned tank and groundwater well projects are constructed).² Thus, the goal of the Project is to assess five potential sites that could collectively store approximately 3.0 MG located throughout the City so that the City can meet its current and future storage needs, as identified in the WSMP.

¹ City of East Palo Alto. 2026. Water System Master Plan 2022. Accessed March 28, 2026. <https://www.ci.east-palo-alto.ca.us/publicworks/project/water-system-master-plan-2022>.

² City of East Palo Alto. 2023. *Water System Master Plan*. March 2023.

Project Description

The potential storage tank sites are distributed throughout the City (see **Figure 1**). Based on further evaluation and decision-making, the City would ultimately select one or more sites that would individually or collectively provide approximately 3.0 MG of storage. At this time, proposed tank designs, number of tanks, and appurtenances (e.g., pipelines, generators) vary. For example, one site could include a larger tank with an approximate storage capacity of 2.1 MG and a smaller tank with an approximate storage capacity of 1.0 MG, whereas another site could include a single larger tank with an approximate storage capacity of 3.0 MG. It is expected that each site would also feature a pump station building, an emergency back-up generator, security fencing and gates, and landscape screening.

Table 1 presents the locations of the potential sites. The components and configurations proposed for each site, including conceptual design illustrations, are described in the sections below.

TABLE 1
PROPOSED SITES

Name	Coordinates (approximate)	Assessor's Parcel Number(s)
1893 Woodland Avenue	37.453725, -122.130600	063-501-010
2474 Pulgas Avenue	37.472078, -122.131286	063-240-350; 063-240-220; 063-240-440; 063-240-210
Bell Street Park	37.464578, -122.142639	063-292-320
1266 Beech Street	37.464678, -122.126953	063-600-060
Pulgas Avenue	37.476821, -122.132471	063-121-530

Source: Data compiled by ESA in 2026.



SOURCE: ESA, 2026

East Palo Alto Water Tank Siting Study

Figure 1
Project Sites Locations

1893 Woodland Avenue

Existing Site Conditions

The site at 1893 Woodland Avenue (Woodland site) is located near the southern portion of the City and is approximately 1.15 acres (50,000 square feet). The Woodland site was formerly used for a recreational vehicle (RV) park (Glory Mobile Home Park). It is currently a vacant parcel, generally bounded by West Bayshore Road to the north/northeast and Woodland Avenue to the south/southwest. Commercial uses (an autobody shop) are located immediately west/northwest of the Woodland site. U.S. Highway 101 is located approximately 50 feet northeast of the Woodland site across West Bayshore Road. San Francisquito Creek runs along the south side of Woodland Avenue, approximately 50 feet southwest of the Woodland site. There are also residences approximately 100 feet south and southeast of the Woodland site. The Woodland site's zoning and land use designations are R-MD-1³ and Medium Density Residential, respectively.

The Woodland site is generally flat and is characterized by areas of pavement and patches of vegetation. Several clusters of trees are present throughout the interior and along the northern, southeastern, and southwestern portions of the Woodland site perimeter.

Proposed Components

Potential tank designs at the Woodland site include steel or concrete tanks with varying storage capacities, as presented in **Table 2**. If the City proceeds with the Woodland site, this site would include one larger tank and one smaller tank of same composition (concrete or steel) with approximately 2 MG and 1 MG of storage capacity, respectively. The conceptual design plan for the tanks and appurtenances at the Woodland site are shown in **Figure 2** and described below.

TABLE 2
1893 WOODLAND AVENUE SITE – PROPOSED TANK DIMENSIONS AND CAPACITIES

Composition	Diameter (feet)	Height (feet)	Capacity (MG)
Concrete	112	35	2.0
	80		1.0
OR			
Steel	120	35	2.1
	80		0.94

Note: The Woodland site would include either one larger concrete tank and one smaller concrete tank or one larger steel tank and one smaller steel tank.

The tank exteriors would include a neutral-colored coating and/or architectural treatment to match the surrounding existing uses. Outdoor security lighting with motion sensors and light shielding would be installed. A 10-foot-wide landscaped buffer consisting of trees and shrubs is proposed along the Woodland site perimeter to provide visual screening.

³ R-MD-1 is a sub zone under the R-MD (Multiple-Family Medium Density Residential Zone) zoning. For primary uses, R-MD-1 generally allows apartments and other multi-family residential buildings (e.g., townhomes).

The tanks would be sited with a minimum 20-foot setback from the Woodland site's property lines. A paved access road and perimeter improvement would be constructed around the tanks. Access would be located along Woodland Avenue near the southwestern corner of the Woodland site. Up to approximately 28,000 square feet of new impervious surfaces would be developed at the Woodland site associated with the improvements.

The Woodland site would also include a pump station building (occupying approximately 450 square feet) and an emergency back-up generator (occupying approximately 100 square feet), both located near the southwestern corner of the site. The generator size is anticipated to be approximately 125 to 150 kilowatts (kW). Pump station capacity is expected to range from approximately 1,500 to 2,500 gallons per minute (gpm). The Woodland site would also include pipeline connections to a water pipeline adjacent to the site.

For security, the Woodland site would be enclosed by a 6- to 8-foot-tall dark colored metal security fence. A metal gate would be installed at the site entrance along Woodland Avenue.

Construction

Staging would be located on-site with a temporary area for construction laydown near the eastern corner of the Woodland site spanning approximately 600 square feet. A temporary construction trailer would be placed along the southern boundary of Woodland site, near the entrance, and would take up approximately 900 square feet of space.

Construction at the Woodland site would begin with site preparation activities, which would include removal of existing vegetation. Up to 15 trees would be removed to accommodate the components at the Woodland site.

Following site preparation, grading and soil compaction would occur across the Woodland site to establish foundations for the storage tanks, access areas, and utility corridors. The Woodland site components are expected to be installed at or near existing grade. Excavation beneath tank pad areas would be up to 10 feet in depth. Installation of connecting pipelines within the adjacent roadways would require trenching, with excavation depths up to 10 feet.

Construction is expected to occur during typical daytime hours in compliance with local noise regulations. Nighttime construction is not anticipated. Temporary traffic disruptions could occur during construction, particularly during installation of pipelines within public right-of-way (ROW). These disruptions could include temporary lane closures; however, full roadway closures would not occur.

2474 Pulgas Avenue

Existing Site Conditions

The site at 2474 Pulgas Avenue (2474 Pulgas site) is located near the eastern boundary of the City, approximately 250 feet southeast of the intersection of Bay Road and Pulgas Avenue and is approximately 1.08 acres (47,000 square feet). The 2474 Pulgas site is currently a vacant parcel, generally bounded by the public/recreational uses (EPACENTER Youth Arts and Music Center) to the north, industrial uses to the east and south, and Pulgas Avenue to the west. There are residential uses approximately 60 feet west/southwest of the 2474 Pulgas site across Pulgas Avenue. The 2474 Pulgas site is located within the Ravenswood Business District/Four Corners Specific Plan Area. The 2474 Pulgas site's zoning and land use designations are PI⁴ and Public/Institutional, respectively.

The 2474 Pulgas site is generally flat and is characterized by areas of gravel, bare soil, and patches of vegetation. A cleared area is visible in the northern portion of the parcel, while the southern portion contains denser vegetation. The 2474 Pulgas site is surrounded by fencing.

Proposed Components

Potential tank designs at the 2474 Pulgas site include a single steel tank or single concrete tank with approximately 3.0 MG of storage capacity, as presented in **Table 3**. The conceptual design plan for the tanks and appurtenances at the 2474 Pulgas site is shown in **Figure 3** and described below.

TABLE 3
2474 PULGAS AVENUE SITE – PROPOSED TANK DIMENSIONS AND CAPACITIES

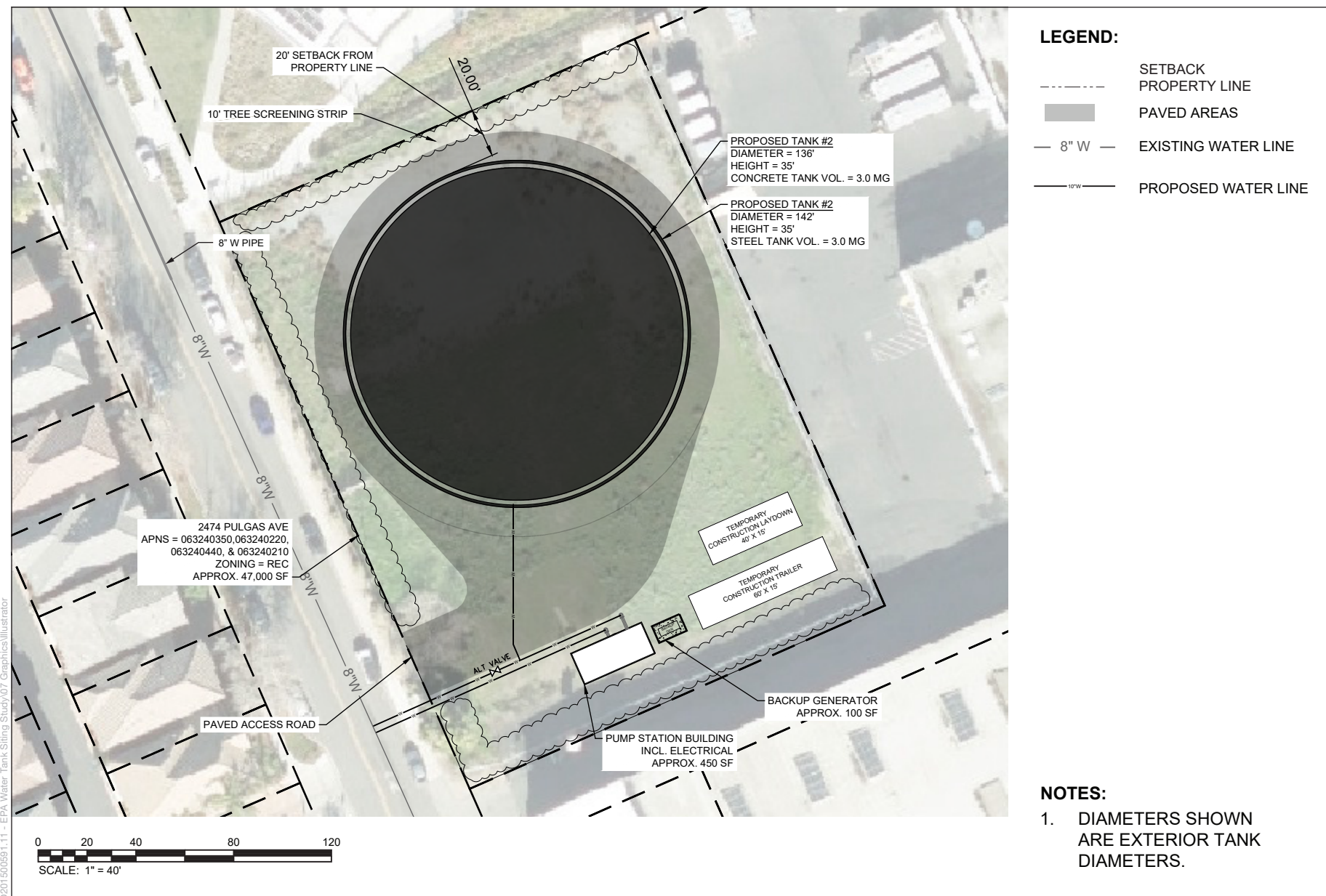
Composition	Diameter (feet)	Height (feet)	Capacity (MG)
Concrete	136	35	3.0
OR			
Steel	142	35	3.0

Note: The 2474 Pulgas site would include either one steel tank or one concrete tank.

The tank exteriors would include a neutral-colored coating and/or architectural treatment intended to match the surrounding existing uses. Outdoor security lighting with motion sensors and light shielding would be installed. A 10-foot-wide landscaped buffer consisting of trees and shrubs is proposed along the site perimeter to provide visual screening.

The tanks would be sited with a minimum 20-foot setback from the 2474 Pulgas site's property lines. A paved access road and perimeter improvement would be constructed around the tanks. Access would be located along Pulgas Avenue near the southwestern corner of the 2474 Pulgas site. Up to approximately 26,000 square feet of new impervious surfaces would be developed at the 2474 Pulgas site associated with the improvements.

⁴ PI, or Public Institutional Zone, provides for public uses including City building, City corporation yards, public schools, fire stations, police stations, and other public uses. This zone also allows for a variety of support uses. Intensity of uses is not regulated.



SOURCE: EKI, 2026; ESA, 2026

East Palo Alto Water Tank Siting Study

Figure 3
Proposed Components - 2474 Pulgas Avenue Site

The 2474 Pulgas site would also include a pump station building (occupying approximately 450 square feet) and an emergency backup generator (occupying approximately 100 square feet), both located along the southern boundary of the site. The generator is anticipated to be approximately 125 to 150 kW. Pump station capacity is expected to range from approximately 1,500 to 2,500 gpm. The 2474 Pulgas site would also include pipeline connections to a water pipeline that runs along Pulgas Avenue.

For security, the 2474 Pulgas site would be enclosed by a 6- to 8-foot-tall dark colored metal security fence. A metal gate would be installed at the site entrance along Pulgas Avenue.

Construction

Staging would be located on-site with a temporary area for construction laydown near the southeastern corner of the 2474 Pulgas site spanning approximately 600 square feet. A temporary construction trailer would be placed just south of the laydown area and would take up approximately 900 square feet of space.

Construction at the 2474 Pulgas site would begin with site preparation activities, which would include removal of existing vegetation. The 2474 Pulgas site contains clusters of palm trees along its western boundary that could require removal to accommodate Project components.

Following site preparation, construction activities would be the same as those described above for the Woodland site.

Bell Street Park

Existing Site Conditions

The site at Bell Street Park (Bell Street Park site) is located within a parcel that also includes the Lewis and Joan Platt East Palo Alto YMCA, East Palo Alto Senior Center, a single family residence, and an approximately 1.1-acre grassy public park. A skate park and playground is located in the northeastern and southeastern corners, respectively, of Bell Street Park. The whole parcel totals approximately 4.72 acres (205,500 square feet). The Bell Street Park site, located on the southern portion of the parcel, is generally bound by Bell Street Park Place⁵ to the north, State Route 109/University Avenue to the east, mixed commercial and residential uses to the south, and the Ravenswood City School District headquarters building and Euclid Avenue to the west. Other surrounding land uses include residences approximately 400 feet north and east of the Bell Street Park site and approximately 250 feet to the west. A medical laboratory warehouse is located immediately southwest of the Bell Street Park site, while a corporation yard is located approximately 100 feet south of the site. The Bell Street Park site is approximately 1,500 feet northwest of the U.S. Highway 101 and State Route 109/University Avenue junction. The Bell Street Park site's zoning and land use designations PR⁶ and Parks/Recreation/Conservation, respectively.

The Bell Street Park site is generally flat and consists of a vegetated areas and trees located along the western boundary.

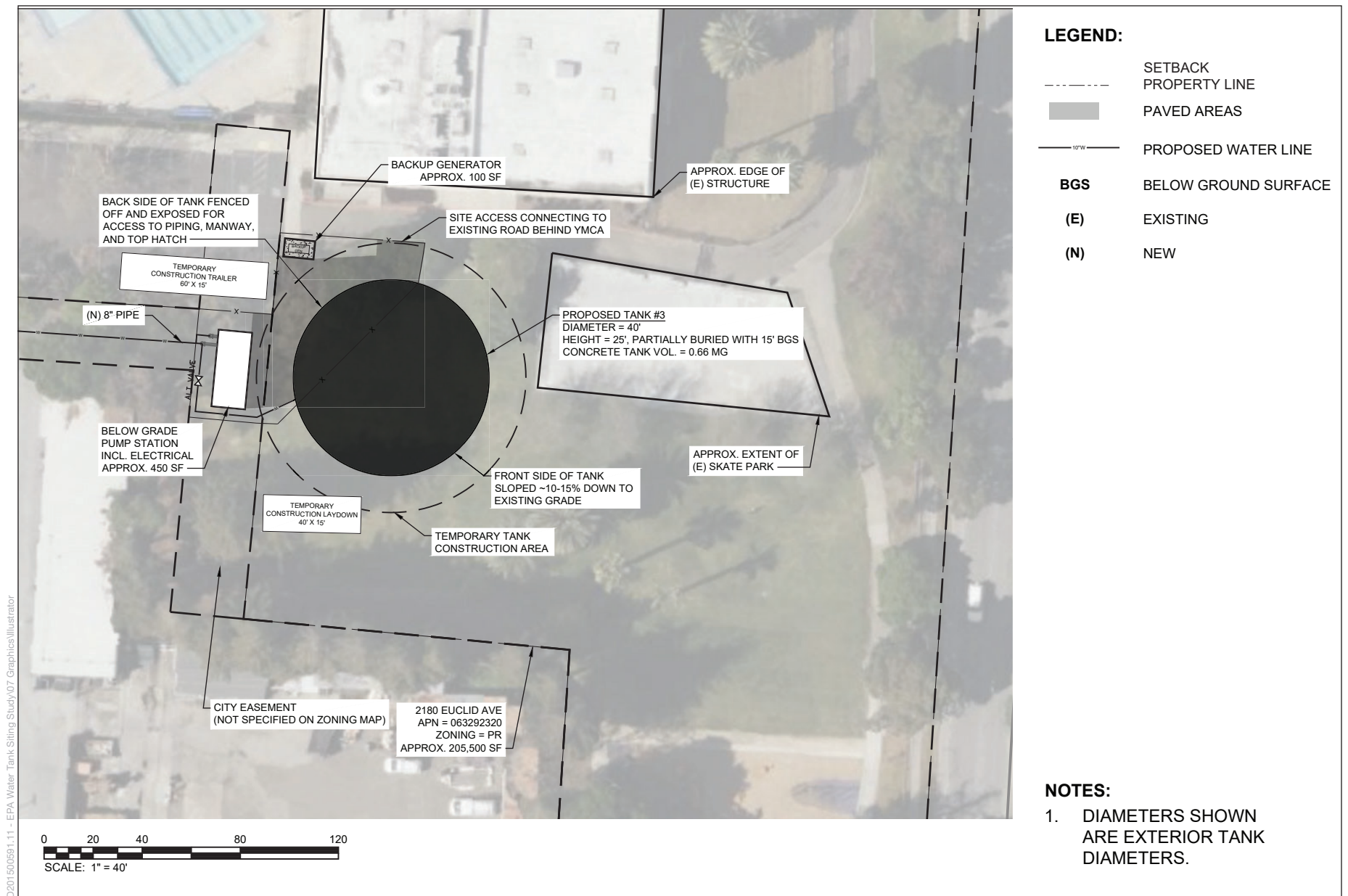
Proposed Components

The potential tank design at the Bell Street Park site includes one concrete tank with a diameter of approximately 40 feet and a storage capacity of approximately 0.66 MG. The concrete tank would be partially buried approximately 15 feet below ground surface and would have a height of approximately 10 feet above ground (i.e., 25 feet in height overall). The tank would be partially buried with earthen slopes of approximately 10 to 15 percent extending down to the existing grade on the southern side of the tank. The conceptual design plan for the tank and appurtenances at the Bell Street Park site is shown in **Figure 4** and described below.

The tank exterior would include a neutral-colored coating and/or architectural treatment intended to match the surrounding existing uses. Outdoor security lighting with motion sensors and light shielding would be installed. A 10-foot-wide landscaped buffer consisting of trees and shrubs is proposed along the site perimeter to provide visual screening.

⁵ Bell Street Park Place is an existing internal access road that connects the parcel's northeastern parking lot with the western parking lots and generally bisects the parcel into northern and southern portions.

⁶ PR, or Parks and Recreation Zone, provides for public parks including trails, community gardens, and other similar uses providing open space and conservation resources. Appropriate land uses include public recreational uses, including public parkland, open space, and associated recreational activities. Recreation facilities with an emphasis on outdoor use are also allowed. Other uses determined to be compatible with the primary uses may also be allowed. The allowable intensity is variable but shall be compatible with surrounding uses.



SOURCE: EKI, 2026

East Palo Alto Water Tank Siting Study

Figure 4
Proposed Components - Bell Street Park Site

The tank would be sited at the northwestern corner of Bell Street Park and approximately 40 feet east of the parcel boundary. A pump station building (occupying approximately 450 square feet) would be sited west of the tank. An emergency back-up generator (occupying approximately 100 square feet) would be installed northwest of the tank. The generator size is anticipated to be approximately 125 to 150 kW. Pump station capacity is expected to range from approximately 1,500 to 2,500 gpm.

A paved area would be developed along the northwestern corner of the tank that would connect to Bell Street Park Place (see Figure 4). Up to approximately 6,000 square feet of new impervious surfaces would be developed at the Bell Street Park site associated with the improvements.

The Bell Street Park site would include an approximately 200-foot-long pipeline connection extending from the tank westward to connect to a water pipeline along Euclid Avenue.

The paved area would be fenced to restrict access to the rear portion of the Bell Street Park site. For security, the Bell Street Park site would be enclosed by a 6- to 8-foot-tall dark colored metal security fence. A metal gate would be installed at the site entrance along Bell Street Park Place.

Construction

Staging would be located on-site with a temporary area for construction laydown just south of the tank (near the front side of the tank) spanning approximately 600 square feet. A temporary construction trailer would be placed west of the tank (north of the pump station building) and would take up approximately 900 square feet of space.

Construction at the Bell Street Park site would begin with site preparation activities, which would include removal of existing vegetation. Trees located north of the tank would be removed to accommodate the components at the Bell Street Park site.

Following site preparation, construction activities would be the same as those described above for the Woodland site.

1266 Beech Street

Existing Site Conditions

The site at 1266 Beech Street (Beech site) is located at the eastern boundary of the City, adjacent to the San Francisco Bay/San Francisco Baylands, and is approximately 1.11 acres (48,300 square feet). The Beech site is sited at the northern portion of a vacant, open space parcel spanning approximately 1.84 acres that is generally bounded by Beech Street to the north, Martin Luther King Park to the south, the San Francisco Bay and tidal salt marshes to the east, and residential uses to the west and southwest. Residential uses are also located approximately 40 feet north across Beech Street. The Beech site's zoning and land use designations are PR⁷ and Parks/Recreation/Conservation, respectively.

The Beech site is a vegetated, generally flat parcel. Trees are present at northwestern corner of the Beech site.

Proposed Components

Potential tank designs at the Beech site include steel or concrete tanks with varying storage capacities, as presented in **Table 4**. If the City proceeds with the Beech site, this site would include two concrete tanks or two steel tanks with approximately 1.6 MG or 1.5 MG of storage capacity, respectively. The conceptual design plan for the tanks and appurtenances at the Beech site is shown in **Figure 5** and described below.

TABLE 4
1266 BEECH STREET SITE – PROPOSED TANK DIMENSIONS AND CAPACITIES

Composition	Diameter (feet)	Height (feet)	Capacity (MG)
Concrete	100	35	1.6
Steel			1.5

Notes: The Beech site would include either two steel tanks or two concrete tanks.

The tank exteriors would include a neutral-colored coating and/or architectural treatment intended to match the surrounding existing uses. Outdoor security lighting with motion sensors and light shielding would be installed. A 10-foot-wide landscaped buffer consisting of trees and shrubs is proposed along the Beech site perimeter to provide visual screening.

The tanks would be sited with a minimum 20-foot setback from the Beech site property lines. A paved access road and perimeter improvement would be constructed around the tanks. Access would be located along Beech Street, north of the tanks. Up to approximately 25,000 square feet of new impervious surfaces would be developed at the Beech site associated with the improvements.

⁷ PR, or Parks and Recreation Zone, provides for public parks including trails, community gardens, and other similar uses providing open space and conservation resources. Appropriate land uses include public recreational uses, including public parkland, open space, and associated recreational activities. Recreation facilities with an emphasis on outdoor use are also allowed. Other uses determined to be compatible with the primary uses may also be allowed. The allowable intensity is variable but shall be compatible with surrounding uses.

The Beech site would also include a pump station building (occupying approximately 450 square feet) and an emergency backup generator (occupying approximately 100 square feet), both located along the northeastern corner of the Beech site. The generator is anticipated to be approximately 125 to 150 kW. Pump station capacity is expected to range from approximately 1,500 to 2,500 gpm. The Beech site would also include installation of two short section of new pipelines to connect to a water pipeline along Beech Street.

For security, the Beech site would be enclosed by a 6- to 8-foot-tall dark colored metal security fence. A metal gate would be installed at the site entrance along Beech Street.

Construction

Staging would be located on-site with a temporary area for construction laydown near the northwestern corner of the Beech site spanning approximately 600 square feet. A temporary construction trailer would be placed at the southwestern corner of the Beech site and would take up approximately 900 square feet of space.

Construction at the Beech site would begin with site preparation activities, which would include removal of existing vegetation. Tree removal would not to be needed at the Beech site.

Following site preparation, construction activities would be the same as those described above for the Woodland site.

Pulgas Avenue

Existing Site Conditions

The Pulgas Avenue site is located on a parcel at the end of Pulgas Avenue near the northeastern boundary of the City, adjacent to the San Francisco Bay/San Francisco Baylands. The parcel is approximately 4.68 acres. The Pulgas Avenue site would occupy approximately 0.87 acres (38,000 square feet) at the northwestern corner of the parcel. The Pulgas Avenue site is bounded by industrial buildings to the south and west, and tidal salt marshes and open space uses to the north and east, respectively. The Pulgas Avenue site is approximately 650 feet southwest of the San Francisco Bay Trail and Ravenswood Open Space Preserve and approximately 1,500 feet north/northwest of the intersection of Bay Road and Pulgas Avenue. The nearest residential uses from the Pulgas Avenue site are approximately 750 feet west. The Pulgas Avenue site is located within the Ravenswood Business District/Four Corners Specific Plan Area. The Pulgas Avenue site's land use and zoning designation is Waterfront Office⁸ (High-Intensity Office/Lab/Industrial).

The Pulgas Avenue site features an existing warehouse/industrial structure.

Proposed Components

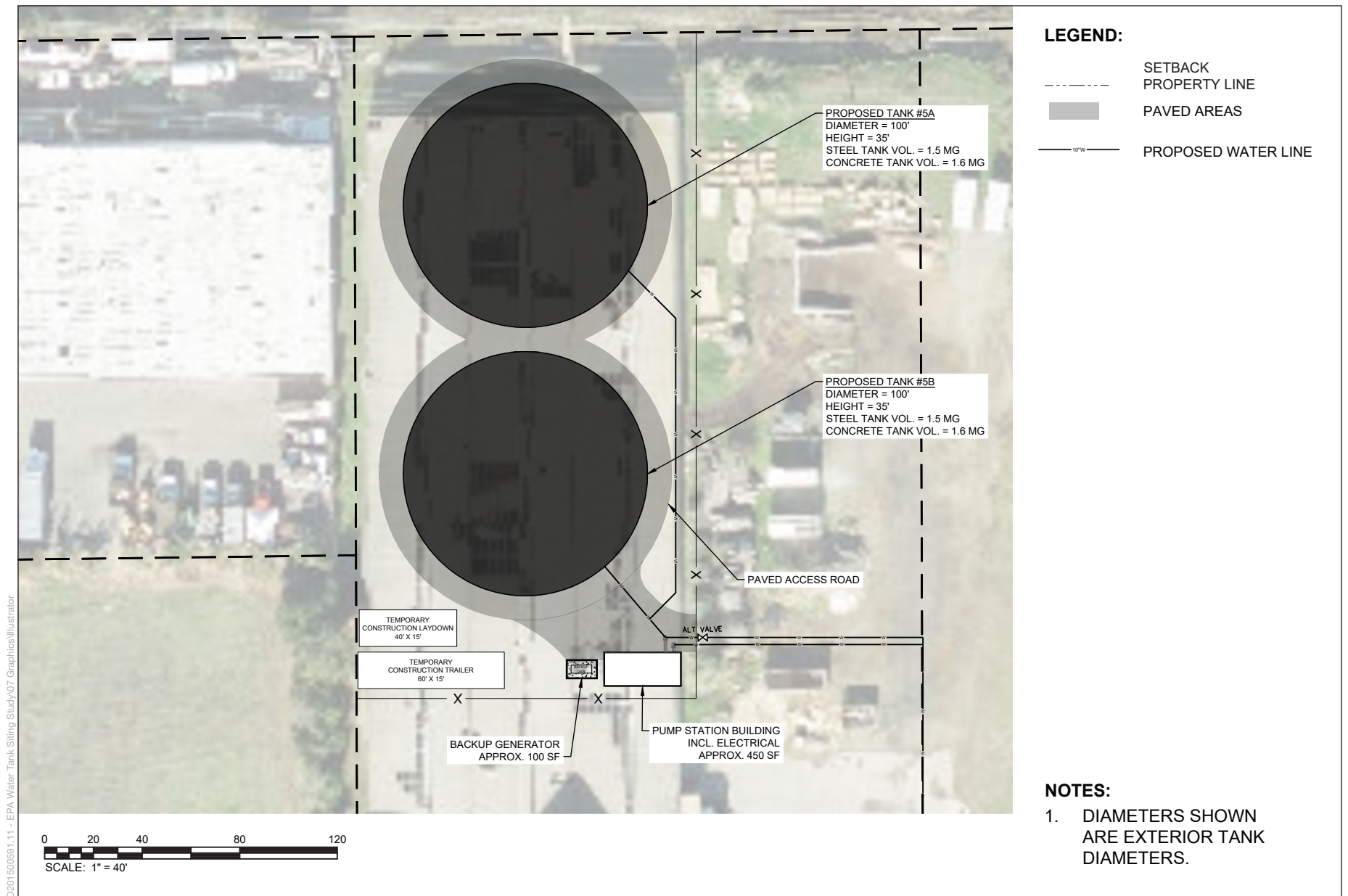
Potential tank designs at the Pulgas Avenue site include either two steel tanks or two concrete tanks, each with an approximate diameter of 100 feet and a height of approximately 35 feet. The steel tank option would provide a storage capacity of approximately 1.5 MG per tank, while the concrete tank option would provide a slightly larger capacity of approximately 1.6 MG per tank. The conceptual design plan for the tanks and appurtenances at the Pulgas Avenue site is shown in **Figure 6** and described below.

The tank exteriors would include a neutral-colored coating and/or architectural treatment intended to match the surrounding existing uses. Outdoor security lighting with motion sensors and light shielding would be installed. A 10-foot-wide landscaped buffer consisting of trees and shrubs is proposed along the site perimeter to provide visual screening.

The tanks would be sited with a minimum 20-foot setback from the Pulgas Avenue site's property lines. A paved access road and perimeter improvement would be constructed around the tanks. Access would be located near the southeastern corner of the Pulgas Avenue site. Up to approximately 24,000 square feet of new impervious surfaces would be developed at the Pulgas Avenue site associated with the improvements.⁹

⁸ Waterfront Office is intended to create a higher intensity, urban office district within the Ravenswood Business District/Four Corners Specific Plan Area. This land use/zoning designation accommodates professional offices, research & development facilities, industrial and manufacturing uses, as permitted by zoning, and supports retail or similar uses.

⁹ The Pulgas Avenue site is within the same parcel as a planned multi-use athletics field to the west (EPA Waterfront Athletic Fields); however, the tanks are located at a portion of the parcel that is not currently planned for improvement.



SOURCE: EKI, 2026

East Palo Alto Water Tank Siting Study

Figure 6
 Proposed Components - Pulgas Avenue Site

The Pulgas Avenue site would also include a pump station building (occupying approximately 450 square feet) and an emergency backup generator (occupying approximately 100 square feet), both located along the southeastern corner of the site. The generator is anticipated to be approximately 125 to 150 kW. Pump station capacity is expected to range from approximately 1,500 to 2,500 gpm. The Pulgas Avenue site would also include an approximately 250-foot-long pipeline connection to a water pipeline along Pulgas Avenue to the southeast.

For security, the Pulgas Avenue site would be enclosed by a 6- to 8-foot-tall dark colored metal security fence. A metal gate would be installed at the site entrance near the southeastern corner of the Pulgas Avenue site.

Construction

Staging would be located on-site with a temporary area for construction laydown near the southwestern corner of the Pulgas Avenue site spanning approximately 600 square feet. A temporary construction trailer would be placed just south of the laydown area and would take up approximately 900 square feet of space.

Construction at the Pulgas Avenue site would begin with site preparation activities, which would first include demolition of the existing warehouse/industrial structure. Tree removal would not be needed at the Pulgas Avenue site.

Following site preparation, construction activities would be the same as those described above for the Woodland site.

Operations and Maintenance

Routine maintenance for all sites would include inspections, site housekeeping, landscape maintenance, and equipment servicing. Tank operations would include radio alarms/notifications and local data acquisition and would be designed to be compatible with supervisory control and data acquisition (also known as SCADA) control systems.

Screening Methodology

Resource topics were evaluated using the Appendix G checklist of the CEQA Guidelines. Google Earth was used for desktop surveys and analysis of the five sites. No fieldwork or site visit was conducted as part of this assessment.

Biological Resources

An ESA biologist reviewed publicly available and biological resources data for records of special-status plant and animal species and aquatic resources documented within the study areas and regional vicinity. Data sources reviewed in this analysis include:

- Historic and current aerial imagery (Google Earth)
- California Department of Fish and Wildlife's (CDFW) California Natural Diversity Database (CNDDB)
- U.S. Fish and Wildlife Service's (USFWS) Information for Planning and Consultation (IPaC) Official Species List for the five study areas
- California Native Plant Society (CNPS) online database
- USFWS's National Wetlands Inventory (NWI)
- USFWS's Critical Habitat Mapper

Cultural Resources

In order to determine whether the five potential Project sites have sensitivity for significant cultural resources, ESA completed a preliminary cultural resources sensitivity analysis. As part of the sensitivity analysis, ESA conducted a records search of the Northwest Information Center (NWIC) at Sonoma State University (April 7, 2026, File No. 25-1496). The NWIC is the California Historical Resources Information System (CHRIS) repository housing cultural resources records for 18 counties in Northern California, including San Mateo County. The study area for the records search included each of the five Project sites and areas within 0.25 miles. The background research included a review of NWIC base maps for previously recorded site records for the study area, and a review of the geological formations and soil chronology for each of the Project sites. The objectives of the background research were to determine whether known cultural resources had been recorded within or in the vicinity of each of the five Project sites and assess the likelihood of unrecorded cultural resources based on historical references and the distribution of environmental settings of nearby resources.

No tribal consultation was completed as part of this constraints analysis. For CEQA compliance, tribal consultation is required according to the provisions of Public Resources Code Section 21080.3(b) (Assembly Bill 52).

Analysis and Results by Resource Area

Aesthetics

Potential constraint. The Project sites are within the vicinity of residential, commercial, mixed-use, and/or community land uses. Installation of an approximately 35-foot-tall tank (in some cases, two tanks) and tank appurtenances would introduce public facility infrastructure that would be generally inconsistent with the visual character¹⁰ and visual quality¹¹ of the surrounding neighborhoods. For example, the Project would introduce tall water tanks in previously undisturbed or vacant areas adjacent to residential development or open spaces. Even with neutral-colored coatings and architectural treatments, the industrial form and massing of the tanks could be visually dominant in comparison to existing nearby infrastructure such as single story residences and nearby natural resources such as creeks (e.g., San Francisquito Creek near the Woodland site) and open spaces (e.g., Don Edwards National Wildlife near the Beech site and Ravenswood Open Space Preserve near the Pulgas Avenue site). Because the Project sites currently act as buffers between residence and community and open spaces, tank(s) could interrupt existing scenic viewsheds¹² for sensitive receptors.¹³ Thus, Project implementation could result in a potentially significant impacts on scenic vistas, as well as potentially conflict with applicable zoning (e.g., Title 18: Development Code) and other regulations governing scenic quality.

While each site would feature outdoor security lighting, lighting would be activated via motion sensors and would also be shielded. Tank exteriors would include a neutral-colored coating. Therefore, Project implementation would create a new source of substantial light or glare which could adversely affect day or nighttime views in the area.

None of the Project sites are adjacent to any designated or eligible county or state scenic highways; therefore, Project implementation would not substantially damage scenic resources, including, but not limited to trees, rock outcroppings, and historic buildings within a state scenic highway.¹⁴

¹⁰ Visual character is the arrangement of a particular landscape as visually defined by the variety and intensity of the landscape features and the four basic visual elements of form, line, color, and texture, giving the landscape in view a distinctive quality.

¹¹ Visual quality is the overall visual impression or attractiveness of a place as determined by the landscape characteristics, which may include landforms, rock forms, water features, and vegetation patterns.

¹² A viewshed for a project is the surrounding geographic area from which a project is likely to be seen, based on topography, atmospheric conditions, land use patterns, and roadway orientations, including publicly accessible vantage points

¹³ For aesthetics, a sensitive receptor includes individuals or groups of individuals who have views of a site afforded by a scenic vista, scenic highway, residence, or public recreation area.

¹⁴ California Department of Transportation. 2026. California State Scenic Highway System Map. Accessed April 20, 2026. <https://www.arcgis.com/apps/webappviewer/index.html?id=465dfd3d807c46cc8e8057116f1aaca>.

Agricultural and Forestry Resources, Geology and Soils, and Mineral Resources

No constraint. All five of the Project sites are located within land that is designated as “Urban and Built-Up Land”¹⁵ by the California Department of Conservation’s Important Farmland Finder.¹⁶ There are no forestry resources within the Project sites.

The California Geological Survey (CGS) has classified lands within the San Francisco-Monterey Bay Region into Aggregate and Mineral Resources Zones (MRZ) based on guidelines adopted by the California State Mining and Geology Board. The City is mapped as MRZ-1, which is defined as an area where adequate information indicates that no significant mineral deposits¹⁷ are present, or where little likelihood exists for their presence.¹⁸ The relatively small footprints and shallow depths of excavations (up to approximately 15 feet) are not anticipated to encounter economically viable mineral resources. The Project sites are not located within one mile of any active mining claims or operations nor any active or plugged oil wells.

The Woodland site and the Bell Street Park site are underlain by Quaternary deposits (Qhl).¹⁹ The 2474 Pulgas site is underlain by Holocene floodplain deposits (Qfhp).²⁰ The Beech site is underlain by alluvial fan deposits (af), and the Pulgas Avenue site is underlain by Holocene basin deposits (Qhb).²¹ Because the Project is not likely to disturb previously undisturbed geologic units, impacts to paleontological resources or unique geologic features are not anticipated.

According to the CGS, none of the Project sites are located on an active earthquake fault.²² The nearest active fault zones are the San Andreas and the Hayward Fault Zones approximately 7 miles southwest and approximately 10 miles east of the Project sites, respectively. The Project sites are not within a mapped landslide zone.²³ Additionally, according to the U.S. Geological Survey’s Landslide Inventory and Susceptibility Map, the Project sites have little to no landslide susceptibility.²⁴

In the event of an earthquake at either fault zone, the Project sites would likely be subject to seismic shaking. According to the CGS, the Project sites are located within a mapped liquefaction zone, therefore, the Project sites could be at risk for settlement, lateral spreading, and damage to structures.²⁵ Specifically,

¹⁵ The designation of “Urban and Built-Up Land” is defined as occupied by structures with a building density of at least 1 unit to 1.5 acres, or approximately six structures to a 10-acre parcel. Common examples include residential, industrial, commercial, institutional facilities, cemeteries, airports, golf courses, sanitary landfills, sewage treatment, and water control structures.

¹⁶ California Department of Conservation. 2026. California Important Farmland Finder. Accessed April 20, 2026. <https://maps.conservation.ca.gov/DLRP/CIFF/>.

¹⁷ Significant mineral deposits are deposits that are marketable under present technological and economic conditions, or conditions that can be estimated to exist in the foreseeable future, containing more than \$5 million worth of aggregate material in 1978-equivalent dollars.

¹⁸ City of East Palo Alto. 2017. *Vista 2035 General Plan*. March 2017.

¹⁹ Brabb, E.E., Graymer, R.W., & Jones, D.L. 2000. *Geologic map and map database of the Palo Alto 30' x 60' quadrangle, California*. June 2000.

²⁰ Ibid.

²¹ Ibid.

²² California Geological Survey (CGS). 2026. *Earthquake Zones of Required Investigation*. Accessed April 20, 2026.

²³ Ibid.

²⁴ U.S. Geological Survey. 2026. *U.S. Landslide Inventory and Susceptibility*. Accessed April 20, 2026.

²⁵ California Geological Survey (CGS). 2026. *Earthquake Zones of Required Investigation*. Accessed April 20, 2026.

the Pulgas Avenue, 2474 Pulgas, and Beech sites are located within the margins of the San Francisco Bay; therefore, ground water is anticipated to be shallow, and these sites could be susceptible to seismic-induced liquefaction. Design and Project implementation would adhere to applicable regulations such as the California Building Code, California Fire Code, and local City codes and regulations, as well as best management practices (BMPs) and/or mitigation measures, therefore potential impacts related to geology can be reduced.

Air Quality, Greenhouse Gas Emissions, Energy, and Noise

Potential constraint. The closest sensitive receptors²⁶ from each Project site include:

- **1893 Woodland Avenue:** Residences are located approximately 100 feet south/southeast.
- **2474 Pulgas Avenue:** Residences are located approximately 60 feet west/southwest, and the EPACENTER Youth Arts and Music Center is adjacent to the north.
- **Bell Street Park:** A public park featuring a skate park and playground is immediately adjacent to the east and southeast, respectively.
- **1266 Beech Street:** Residences are located immediately west and southwest and approximately 40 feet from the north.
- **Pulgas Avenue:** Residences are located approximately 750 feet west.

Construction would require the temporary use of construction vehicles and equipment, which could result in air quality impacts from particulate matter, including short-term generation of dust and equipment exhaust. Project operations would include use of the pump station building, as well as periodic use of the emergency backup generator. Additionally, operations would involve routine maintenance including inspections, site housekeeping, landscape maintenance, and equipment servicing, which would generate equipment exhaust. The operation of construction vehicles and equipment would also result in the short-term generation of greenhouse gas (GHG) emissions, and electricity usage associated with the operations of a larger pump or new submersible pumps may result in a long-term increase in indirect generation of GHG emissions.

The Bay Area Air Quality Management District recommends that health risk assessments (HRAs) be prepared for the evaluation of diesel particulate matter related to construction activities that would occur within 1,000 feet of sensitive receptors, and the Office of Health Hazard Assessment recommends that HRAs be prepared for construction activities that last more than two months. Due to the proximity of sensitive receptors, there is a potential for Project implementation to have health-risk-related impacts from the generation of diesel particulate matter, which is a toxic air contaminant.

The residences near each Project site may be subject to an increase in ambient noise levels during Project construction (e.g., grading, compaction, and trenching activities). In addition, operation of the new pump station and emergency backup generators may result in long-term increases in ambient noise levels.

²⁶ For air quality, sensitive receptors are defined as facilities and land uses that include members of the population that are particularly sensitive to the effects of air pollutants, such as children, the elderly, and people with illnesses. Examples include schools, hospitals, and daycare centers. Residential areas are also considered sensitive to poor air quality because people usually stay home for extended periods of time, which results in greater exposure to ambient air quality.

Nighttime construction activities are not anticipated to be required. Pumps used to convey water to/from the water tanks would be enclosed in the pump station building which would attenuate pump-generated noise. The emergency backup generator would be used periodically. Given the limited amount of construction that would be associated with the Project, the noise attenuation features, as well as the limited use of the emergency backup generator, combined with adherence to BMPs and/or mitigation measures, these potential impacts may be reduced.

Construction energy use would include both direct and indirect uses of energy. Direct energy use would include the consumption of fuel (typically gasoline and diesel fuel) for the use of construction equipment and vehicles. Energy in the form of electricity may also be consumed by some pieces of construction equipment, such as power tools, and lighting; however, the amount of electricity consumed would be relatively minimal. Operational electricity use would be greater than, or similar to, existing uses but would not be considered wasteful due to the City's need for additional water storage tanks, as identified in its 2022 WSMP.

Biological Resources

Potential constraint. For all Project sites, migratory birds protected by state and federal law may nest within the trees or shrubs on-site. Potential impacts include direct impacts to nesting birds if riparian vegetation or trees were removed, and indirect impacts to nesting birds in the vicinity of the Project, which could be disturbed by construction-related noise, vibration, and/or increased level of human activity. In the event of tree or vegetation removal, or construction during migratory bird nesting season (typically February 1 to August 31), a nesting bird survey should be performed by a qualified biologist. Any active nests should be avoided with a suitable buffer (typically 50 feet for songbirds in urban areas and 500 feet for raptors) until the young have fledged and are independent of the nest.

The City's Tree Ordinance requires a permit for removal of any tree on private property having a main stem or trunk circumference of 25 inches or greater at 54 inches above grade (Diameter at Standard Height) and any tree within a public street or public ROW, regardless of size. If tree removal involves trees subject to the ordinance, the City must adhere to the requirements set forth by the tree ordinance.

None of the Project sites are located within areas covered by an approved local, regional, or state habitat conservation plan. Thus, Project implementation would not conflict with the provision of an adopted Habitat Conservation Plan, Natural Community Conservation Plan, or other approved local, regional, or state habitat conservation plan.

1893 Woodland Avenue

Potential constraint. The Woodland site consists of a vacant parcel with several ornamental trees present within the site and at the perimeter, including oaks (*Quercus* sp.). The Woodland site is located between Woodland Avenue and the Bayshore Freeway, which represent barriers to terrestrial wildlife movement. The ground surface appears disturbed and would not contain habitat for rare plants or wildlife. San Francisquito Creek is located across Woodland Avenue, protected by a concrete wall separating it from the roadway. Thus, construction on the Woodland site would not impact the creek or sensitive species within it, for example, steelhead (*Oncorhynchus mykiss*). No other biological constraints were identified for the Woodland site.

2474 Pulgas Avenue

Potential constraint. The 2474 Pulgas site is located near Bay Road. The 2474 Pulgas site is within an area of commercial development across the street from residential townhomes. The Bay Trail, abutting tidal marshland of San Francisco Bay, is located one block away (approximately 700 feet). Suitable nesting habitat for rail species is located at the bay side of the Bay Trail; however, because the habitat is 700 feet or more from the 2474 Pulgas site, there would be no impacts to nesting rails from construction at this location. No other biological constraints were identified for the 2474 Pulgas site.

Bell Street Park

Potential constraint. The Bell Street Park site is located in the midst of a densely developed neighborhood along University Avenue and near Highway 101. The Bell Street Park site includes mature trees, including oaks and palms, adjacent to a school property, senior center, pool, and playground. The major roads represent a barrier to terrestrial wildlife movement. There is no potential for special-status species at the Bell Street Park site. No other biological constraints were identified for the Bell Street Park site.

1266 Beech Street

Potential constraint. The Beech site is a vacant lot adjacent to the Bay Trail and tidal marshland of San Francisco Bay. Residences are located across the street, and Beech Street ends north of the Beech site, leading to open space abutting the Bay Trail. There is an expanse of disturbed (fill) land between the Beech site and the San Francisco Bay to buffer construction disturbance impacts; however, there could be potential impacts to nesting rails as the Beech site is approximately 200 feet west from tidal marsh, which may host nesting rails. A few trees are located along the perimeters of the Beech site on the southern and western sides.

CNDDDB has a record of federal endangered and California fully protected Ridgway's rail (*Rallus obsoletus*) from this part of the San Francisco Bay in 2018 (Occurrence #45, 85 rails).²⁷ Construction within 700 feet of nesting rails would not be allowed between January 15 and August 31, unless protocol-level rail surveys were conducted with negative results in January of that same year.

Pulgas Avenue

Potential constraint. On the block of Pulgas north of Bay Road, the Pulgas Avenue site is north of Bloomhouse, with vacant grassland to the east, and tidal marsh to the north. Across the Bay trail (approximately 600 feet northeast) tidal marshland provides habitat for endangered rails (CNDDDB occurrence #119;²⁸ the muted tidal marsh west of the Bay Trail adjacent to the parcel does not have recorded rails but appears to contain suitable tidal marsh habitat).²⁹ A few trees and shrubs are present at the perimeter of the Pulgas Avenue site to the south and west. Other adjacent land uses include commercial buildings, a towing company, truck storage and a trailer park.

²⁷²⁷ California Department of Fish and Wildlife (CDFW). 2026. California Natural Diversity Database (CNDDDB). Accessed March 10, 2026.

²⁸ Ibid.

²⁹ U.S. Fish and Wildlife Service (USFWS). 2026a. National Wetlands Inventory. Accessed March 11, 2026.

CNDDDB has a record of federal- and state- endangered and California fully protected Ridgway's rail (*Rallus obscurus*) from this part of the San Francisco Bay (Occurrence #119).³⁰ There is no record of rails west of the Bay Trail but there appears to be suitable tidal marsh habitat. Construction within 700 feet of nesting rails would not be allowed between January 15 and August 31 unless protocol-level rail surveys were conducted with negative results in January of that same year.

Cultural Resources

1893 Woodland Avenue

Potential constraint. The Woodland site has a high sensitivity for buried pre-contact archaeological resources. The Woodland site is approximately 800 feet southwest of previously recorded archaeological site P-43-000578. The P-43-000578 site is a pre-contact archaeological site consisting of midden soils, Olivella beads, bird bone whistles, bone awls, and cut and polished bone tubes.³¹ Additionally, the Woodland site is underlain by recent Holocene-era quaternary alluvium and stream deposits.³² Soils associated with this proposed location consist of Botella alluvial fans.³³ This soil forms on Holocene-age marine deposits and due to their age have a high potential to contain deeply buried, intact pre-contact archaeological resources.

The Woodland site is currently vacant, with foundations from a former mobile home park. The mobile homes appear on historic aerials from the 1940s. Historic topographic maps do not show any buildings or structures from the 1890s through the mid-twentieth century. Therefore, there is a low sensitivity for buried historic-era archaeological resources at the Woodland site.

Based on the above assessment, the Woodland site has a high sensitivity for pre-contact archaeological resources and a low sensitivity for historic-era archaeological resources.

2474 Pulgas Avenue

Potential constraint. The 2474 Pulgas site has a moderate sensitivity for pre-contact archaeological resources. There are no known pre-contact resources in or within 0.25 miles of the 2474 Pulgas site, although, the underlying geology and soil chronology of the area does present sensitivity for encountering deeply buried archaeological resources. The 2474 Pulgas site is underlain by recent Holocene-era quaternary alluvium and stream deposits.³⁴ Soils associated with this proposed location consist of Botella alluvial fans.³⁵ This soil forms on Holocene-age marine deposits and due to their age have a high potential to contain deeply buried, intact archaeological resources.

³⁰ California Department of Fish and Wildlife (CDFW). 2026. California Natural Diversity Database (CNDDDB). Accessed March 10, 2026.

³¹ Bocek, B. & Rutherford, J. 1985. P-43-000578 DPR 523 Form. On file at California Historical Resources Information System, Northwest Information Center, Sonoma State University, Rohnert Park, CA.

³² Wagner, D.L., Bortugno, E.J., & McJunkin, R.D. 1991. *Geologic Map of the San Francisco-San Jose Quadrangle, California, 1:250,000*.

³³ Schoeneberger, P.J., D.A. Wysocki, E.C. Benham, & Soil Survey Staff. 2012. *Field book for describing and sampling soils, Version 3.0*. Natural Resources Conservation Service, National Soil Survey Center, Lincoln, NE.

³⁴ Wagner, D.L., Bortugno, E.J., & McJunkin, R.D. 1991. *Geologic Map of the San Francisco-San Jose Quadrangle, California, 1:250,000*.

³⁵ Schoeneberger, P.J., D.A. Wysocki, E.C. Benham, & Soil Survey Staff. 2012. *Field book for describing and sampling soils, Version 3.0*. Natural Resources Conservation Service, National Soil Survey Center, Lincoln, NE.

The 2474 Pulgas site is currently vacant and does not have any previous construction that could have significantly disturbed the subsurface or present historic-era archaeological resources such as foundations or artifact concentrations.

Two historic-era architectural resources (P-41-002355 and P-41-002590) are within 0.25 miles of the 2474 Pulgas site; these resources would not be impacted by Project implementation. 2519 Pulgas Avenue (P-41-002355) is a historic-era architectural resource consisting of a nursery with two cutting houses, a broiler building, and a warehouse.³⁶ The resource is located 600 feet north of the 2474 Pulgas site. 1905 Bay Road (P-41-0002590) is a segment of Bay Road between Clarke Avenue and Cooley Landing Regional Park.³⁷ The resource is 400 feet north of the 2474 Pulgas site. Both of these historic-era resources have been recommended not eligible for the California Register of Historic Resources (California Register) and the National Register of Historic Places (National Register) and would not be impacted by Project implementation.

Based on the above assessment, the 2474 Pulgas site has a moderate sensitivity for pre-contact archaeological resources and a low sensitivity for historic-era archaeological resources.

Bell Street Park

Potential constraint. The Bell Street Park site has a high sensitivity for buried pre-contact archaeological resources. The Bell Street Park site is approximately 1,000 feet southeast of previously recorded archaeological site P-41-000258. The P-41-000258 site is a pre-contact archaeological site consisting of a burial of a pre-adolescent individual and associated grave goods including two Haliotis pendants, Olivella beads, and baked clay with basket impressions.³⁸ Additionally, the Bell Street Park site is underlain by recent Holocene-era quaternary alluvium and stream deposits.³⁹ Soils associated with this proposed location consist of Botella alluvial fans.⁴⁰ This soil forms on Holocene-age marine deposits and due to their age have a high potential to contain deeply buried, intact archaeological resources.

The Bell Street Park site is the location of a former residential neighborhood and there is the potential for buried historic-era archaeological resources associated with previous residences such as foundations, footings, or artifact concentrations. The Bell Street Park site is currently a park, which could have capped historic-era archaeological resources, if they were present.

Based on the above assessment, the Bell Street Park site has a high sensitivity for pre-contact archaeological resources and a moderate sensitivity for historic-era archaeological resources.

³⁶ Hill, Ward. 2013. P-41-002355 DPR 523 Form. On file at California Historical Resources Information System, Northwest Information Center, Sonoma State University, Rohnert Park, CA.

³⁷ Melvin, S. & Brookshear, C. 2014. P-41-002590. DPR 523 Form. On file at California Historical Resources Information System, Northwest Information Center, Sonoma State University, Rohnert Park, CA.

³⁸ Bocek, B. & Rutherford, J. 1985. P-43-000578 DPR 523 Form. On file at California Historical Resources Information System, Northwest Information Center, Sonoma State University, Rohnert Park, CA.

³⁹ Wagner, D.L., Bortugno, E.J., & McJunkin, R.D. 1991. *Geologic Map of the San Francisco-San Jose Quadrangle, California, 1:250,000.*

⁴⁰ Schoeneberger, P.J., D.A. Wysocki, E.C. Benham, & Soil Survey Staff. 2012. *Field book for describing and sampling soils, Version 3.0.* Natural Resources Conservation Service, National Soil Survey Center, Lincoln, NE.

1266 Beech Street

Potential constraint. The Beech site has a moderate sensitivity for pre-contact archaeological resources. There are no known pre-contact archaeological resources in or within 0.25 miles of the Beech site, although, the underlying geology and soil chronology of the area does present a higher sensitivity for encountering deeply buried archaeological resources. The Beech site is underlain by recent Holocene-era quaternary alluvium and stream deposits.⁴¹ Soils associated with this proposed location consist of Botella alluvial fans.⁴² This soil forms on Holocene-age marine deposits and due to their age have a high potential to contain deeply buried, intact archaeological resources.

The Beech site is currently vacant and does not have any previous construction that could have significantly disturbed the subsurface or present historic-era archaeological resources, such as foundations or artifact concentrations.

Based on the above assessment, the Beech site has a moderate sensitivity for pre-contact archaeological resources and a low sensitivity for historic-era archaeological resources.

Pulgas Avenue

Potential constraint. The Pulgas Avenue site has a high sensitivity for buried pre-contact archaeological resources. The Pulgas Avenue site is approximately 650 feet west of previously recorded archaeological site P-41-000080, also known as the University Village Site, which is a pre-contact archaeological site consisting of burials with associated burial artifacts such as charmstones, mortars, pestles, sinkers, and chert points.⁴³ Additionally, the Pulgas Avenue site is underlain by recent Holocene-era quaternary alluvium and stream deposits.⁴⁴ Soils associated with this proposed location consist of Botella alluvial fans.⁴⁵ This soil forms on Holocene-age marine deposits and due to their age have a high potential to contain deeply buried, intact archaeological resources.

The Pulgas Avenue site was undeveloped until the 1980s and there is a low potential for buried historic-era archaeological features, such as foundations or artifact concentrations.

Based on the above assessment, the Pulgas Avenue site has a high sensitivity for pre-contact archaeological resources and a low sensitivity for historic-era archaeological resources.

Hazards and Hazardous Materials and Wildfire

Potential constraint. In California, Government Code Section 65962.5 requires the State Water Resources Control Board (SWRCB) and Department of Toxic Substances Control (DTSC) to maintain regulatory

⁴¹ Wagner, D.L., Bortugno, E.J., & McJunkin, R.D. 1991. *Geologic Map of the San Francisco-San Jose Quadrangle, California, 1:250,000.*

⁴² Schoeneberger, P.J., D.A. Wysocki, E.C. Benham, & Soil Survey Staff. 2012. *Field book for describing and sampling soils, Version 3.0.* Natural Resources Conservation Service, National Soil Survey Center, Lincoln, NE.

⁴³ Abe. 1952. P-41-000080 DPR 523 Form. On file at California Historical Resources Information System, Northwest Information Center, Sonoma State University, Rohnert Park, CA.

⁴⁴ Wagner, D.L., Bortugno, E.J., & McJunkin, R.D. 1991. *Geologic Map of the San Francisco-San Jose Quadrangle, California, 1:250,000.*

⁴⁵ Schoeneberger, P.J., D.A. Wysocki, E.C. Benham, & Soil Survey Staff. 2012. *Field book for describing and sampling soils, Version 3.0.* Natural Resources Conservation Service, National Soil Survey Center, Lincoln, NE.

databases of hazardous materials sites, commonly known as the Cortese List.⁴⁶ According to the Cortese List, the 2474 Pulgas site is designated as a “Open – Site Assessment”.^{47,48} None of the other Project sites are located on or near a known hazardous materials site. Investigations starting in the 1980s identified arsenic contamination in soil and groundwater on the nearby 1990 Bay Road property and properties in the vicinity, including adjacent off-site portions of the Bains property (i.e., the 2474 Pulgas site).⁴⁹ Because the 2474 Pulgas site is located on a site which is included on a list of hazardous materials sites compiled pursuant to Government Code Section 65962.5, there is a potential impact related hazardous materials.

Construction, operation and maintenance vehicles, equipment, and materials may use fuels, oil and grease, paints and thinners, and cleaning solvents. However, spill prevention measures would be implemented to address the accidental or inadvertent releases into adjacent waterways, which would prevent potential construction-related impacts on water quality. Additionally, the Project would conform to federal, state, and local hazardous waste regulations.

None of the Project sites are located within 0.25 miles of an existing or proposed school. There are no airports within 2 miles of the Project sites; therefore, the Project is not anticipated to result in a safety hazard or excessive noise for people residing or working in the Project area. Temporary traffic disruptions could occur during construction that include temporary lane closures; however, full roadway closures would not occur. Construction would also use flaggers to manage traffic flow and maintain emergency access during the duration of construction; therefore, interference with emergency access, emergency response plan, or emergency evacuation plan is not anticipated.

Government Code 51175-89 directs the California Department of Forestry and Fire Protection (CAL FIRE) to identify areas of very high fire hazard severity zones within Local Responsibility Areas (LRA). Based on CALFIRE’s mapping of San Mateo County’s Very High Fire Hazard Severity Zones (VHFHSZ), the Project sites are located in non-VHFHSZs (i.e., not within a high fire hazard zone) under LRAs and state or federal Responsibility Areas.⁵⁰ Therefore, Project implementation is not anticipated to expose people or structures, either directly or indirectly, to a significant risk of loss, injury or death involving wildland fires.

⁴⁶ The Cortese List identifies sites with suspected and confirmed releases of hazardous materials into subsurface soil or groundwater. The listed sites can be accessed through the State Water Resources Control Board’s GeoTracker database, which includes leaking underground storage tanks, permitted underground storage tanks, U.S. Department of Defense sites, and Cleanup Program sites. Additionally, the DTSC EnviroStor database provides information for state and federal response sites; voluntary school and military cleanups; corrective actions; and permitted sites.

⁴⁷ According to the SWRCB, “Open – Site Assessment” means site characterization, investigation, risk evaluation, and/or site conceptual model development are occurring at the site. Examples of site assessment activities include, but are not limited to, the following: (1) identification of the contaminants and the investigation of their potential impacts; (2) determination of the threats/impacts to water quality; (3) evaluation of the risk to humans and ecology; (4) delineation of the nature and extent of contamination; (5) delineation of the contaminant plume(s); and (6) development of the Site Conceptual Model.

⁴⁸ State Water Resources Control Board. 2026. GeoTracker – City of East Palo Alto Library (T10000022545). Accessed April 21, 2026. https://geotracker.waterboards.ca.gov/map/?global_id=T10000022545.

⁴⁹ Cornerstone Earth Group. 2021. *Phase I Environmental Site Assessment*. November 19, 2021.

⁵⁰ California Department of Forestry and Fire Protection (CAL FIRE). 2008. *San Mateo County Very High Fire Hazard Severity Zones in LRA*. November 24, 2008.

Hydrology and Water Quality

No constraint. Due to the proximity of construction activities to surface water bodies (e.g., the San Francisco Bay and San Francisco Creek), there is a potential to violate water quality standards, waste discharge requirements, or otherwise degrade surface water in the area. However, adherence to applicable laws and regulations governing erosion control and implementation of construction BMPs would be followed during construction activities to prevent potential water quality impacts on surface water bodies. For example, Project implementation would adhere to the City's Stormwater Management and Discharge Ordinance (Municipal Code Section 13.12.070), which prohibits any discharge of non-stormwater discharges to the City storm drainage system, including, but not limited to, pool water, car wash water, landscape irrigation water, sediment, and hazardous waste. Therefore, Project implementation would not violate any water quality standards or waste discharge requirements or otherwise substantially degrade surface or ground water quality.

Construction would require a maximum excavation depth of approximately 15 feet. As discussed above, the Project sites are located within a CGS liquefaction zone.⁵¹ According to the San Francisco Bay Area Planning and Urban Research Association (also known as "SPUR"), the City is particularly vulnerable to sea level and shallow groundwater rise because it is low-lying and directly adjacent to the San Francisco Bay and San Francisco Creek, and that shallow groundwater levels are 0 feet to 6 feet below the ground across the City's eastern half.⁵² Additionally, a groundwater monitoring report prepared for the City in 2017 demonstrated that groundwater depths are generally shallower along the eastern boundary of the City (i.e., near the San Francisco Bay).⁵³ Although the Project would require relatively minimal excavation depths, because three of the Project sites (Pulgas Avenue, 2474 Pulgas, and Beech sites) are located along the margins of the San Francisco Bay, there is potential to encounter groundwater during construction, which would likely require dewatering.

In the event that groundwater is encountered during Project construction and dewatering is needed, groundwater would be handled and discharged in accordance with state and federal regulations. For example, it is anticipated that the City would acquire permits under the Clean Water Act (e.g., Section 401 Water Quality Certification and/or State Waste Discharge Requirements) with the San Francisco Regional Water Quality Control Board. Therefore, the Project is not anticipated to violate any water quality standards or waste discharge requirements; substantially decrease groundwater supplies or interfere substantially with groundwater recharge such that the Project may impede sustainable groundwater management of the basin; nor conflict with or obstruct implementation of a water quality control plan or sustainable groundwater management plan.

Project implementation would result in the development of new impervious surfaces ranging from up to approximately 6,000 square feet at the Bell Street Park site to approximately 28,000 square feet at the Woodland site. As discussed, the Project sites are located on predominantly flat terrain/minimal slope variation, thus, the potential for the Project to results in conditions of erosion would be minimal. The Project is anticipated to comply with applicable erosion control BMPs, which would reduce the potential for erosion or siltation, increased surface runoff rates or volumes, and the impediment or redirection of

⁵¹ California Geological Survey (CGS). 2026. Earthquake Zones of Required Investigation. Accessed April 20, 2026.

⁵² San Francisco Bay Area Planning and Urban Research Association (SPUR). 2024. *Look Out Below*. May 2024.

⁵³ Todd Groundwater. 2017. *Groundwater Monitoring Report*. January 2017.

flood flows. Furthermore, the design and construction of the Project would be subject to the City's development standards under Title 18, which include standards to minimize impervious surface areas for all new development. Thus, implementation the Project is not anticipated to substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river or through the addition of impervious surfaces.

According to the CGS, none of the Project sites are located within a tsunami hazard zone.^{54,55} The Project would not involve the placement of habitable structures, such as residences. Therefore, Project implementation would not risk release of pollutants due to inundation.

Social Resources

Potential constraint. Project implementation would not physically divide an established community. The zoning and land use designations for each site are summarized in **Table 5**. As demonstrated in Table 5, installation of tanks (i.e., water storage) is not an intended primary use at any of the five sites (i.e., major utilities at these locations is not the intended type of land use). Potential land use conflicts with construction at the Woodland site is that it has been identified by the City as a prime housing site. However, the City has provided that the Woodland site is not a Housing Inventory Site.⁵⁶ Potential land use conflicts at the 2474 Pulgas site could result from its location within the City's intended business district (Ravenwood Business District) and its adjacency to a youth community (EPACENTER Youth Arts and Music Center). Potential land use conflicts at the Bell Street Park site could arise because the site occupies a portion of an existing public park; public park uses and water tanks are generally incompatible, particularly when Project implementation could reduce available public or recreational space.⁵⁷ Potential land use conflicts at the Beech site relate to the property being owned by San Mateo County and currently functioning as open space between single-family residences and the San Francisco Baylands. As noted above, park/open space uses and water tanks are typically incompatible, especially where construction would reduce space for public or recreational land. Finally, potential land use conflicts at the Pulgas Avenue site would result from its location being adjacent to a proposed athletic field prioritized as part of the larger Civic Commons project, creating potential compatibility concerns with open/recreational space.

⁵⁴ It should be noted that some of the Project sites, such as the Pulgas Avenue, 2474 Pulgas, and Beech sites, are located along the margins of the San Francisco Bay, which has been designated a tsunami hazard area.

⁵⁵ California Geological Survey (CGS). 2026. Tsunami Hazard Area Map. Accessed April 21, 2026. https://maps.conservation.ca.gov/cgs/informationwarehouse/ts_evacuation/.

⁵⁶ As part of its 2023–2031 Housing Element, and in accordance with the State-mandated Regional Housing Needs Assessment (also known as “RHNA”), the City identified sites for future residential development in an inventory referred to as the Housing Inventory Site.

⁵⁷ The partially buried tank at the Bell Street Park site would create a slope feature (i.e., a hill) along the front side of the tank, which may be accessible to the public as a new park feature.

TABLE 5
PROJECT ZONING AND LAND DESIGNATIONS AND PERMIT NEEDS

Name	Zoning	Land Use Designation	Intended Primary Uses	Permit Type
1893 Woodland Avenue	R-MD-1	Medium Density Residential	Apartment and other multi-family residential buildings.	Conditional Use Permit
2474 Pulgas Avenue ^a	Public Institutional	Public/Institutional	Public facilities such as City buildings, public schools, and police stations.	Conditional Use Permit
Bell Street Park	Parks and Recreation	Parks/Recreation/Conservation	Public parks, open spaces, and associated recreational activities.	Administrative Use Permit
1266 Beech Street				
Pulgas Avenue ^a	Waterfront Office	High-Intensity Office/Lab/Industrial	Professional offices, research & development facilities, and retail or similar uses.	Conditional Use Permit

Note:

a. Located within the Ravenswood Business District/Four Corners Specific Plan Area.

In accordance with the City’s development code (Title 18), construction at the five Project sites would require obtaining either an administrative use permit (AUP) or a conditional use permit (CUP).⁵⁸ Although Project implementation would require an AUP/CUP and would be generally inconsistent with the intended land use designations and adjacent uses, such allowed uses would not conflict with any applicable land use plan, policy, or regulation adopted by an agency with jurisdiction over the Project for the purpose of avoiding or mitigating an environmental effect. Also, as discussed above under “Biological Resources,” the City would acquire a permit for removal of trees, in accordance with the City’s tree ordinance.

The purpose of the Project is to assess five potential sites that could collectively store approximately 3.0 MG located throughout the City so that the City can meet its current storage needs. Project implementation would not change the zoning or general plan designation, including zoning and land use designations under the Ravenswood Business District/Four Corners Specific Plan Area. Furthermore, Project implementation would not conflict with any applicable habitat conservation plan or natural community conservation plan.

Project implementation would not induce substantial unplanned population growth in an area, either directly (e.g., by proposing new homes and businesses) or indirectly (e.g., through extension of roads or other infrastructure), nor displace substantial numbers of existing people or housing, necessitating the construction of replacement housing elsewhere. The Project does not include recreation facilities.

⁵⁸ In accordance with Chapter 18 of the City’s municipal code, administrative use permits (AUP) and conditional use permits (CUP) are two distinct procedures for reviewing land uses which may be appropriate in the applicable zone, but whose effects on a site and surroundings cannot be determined before being proposed for a specific site. An AUP is used for lower-impact uses that meet established zoning standards and can be approved by staff without a public hearing because they are not expected to create substantial land use or environmental conflicts. A CUP is required for higher-impact or potentially incompatible uses that warrant discretionary review and a public hearing so that conditions can be imposed to ensure land use compatibility.

The Project does not include new or physically altered governmental facilities. Because there would be no increase in population, there would be no impacts related to population and housing, public services, or recreation.

As discussed above, the implementation of the Project would result in the construction of new water facilities, including new water pipelines and connections to existing water pipelines. Therefore, Project implementation could result in impacts related to utilities and service systems.

Transportation

No constraint. Construction and staging would be primarily limited on the Project sites. Temporary traffic disruptions could occur particularly during installation of pipelines in the public ROW. These disruptions could include temporary lane closures; however, full roadway closures would not occur. If temporary lane closures are needed, the City would be required to obtain encroachment permits for any work within the public ROW, which typically include requirements for maintaining safe traffic operations. While lane closures may temporarily interrupt the flow of traffic, including, for example, pedestrians, cyclists, and public transportation, construction would be temporary. The flow of traffic would return to pre-existing conditions upon completion of construction. Thus, the Project would not interfere with any existing or planned bicycle, pedestrian, or transit facilities, and would not make any changes to existing roadways or driveways that would affect operating conditions for vehicles, bicyclists, or pedestrians on roadways near the Project sites. Due to the small and limited nature of construction, construction crews would be minimal, come from local areas, and would not introduce a substantial new source of traffic in the area, thus, would not conflict or be inconsistent with CEQA Guidelines Section 15064.3(b). Project implementation does not include/propose to change the transportation system nor its intended uses; therefore, would not increase hazards due to a geometric design feature or incompatible use. Because no full roadway closures would be required, and because of the availability of multiple routes to access the Project sites, interference with emergency access is not anticipated. Project construction activities would be coordinated with local law enforcement, fire protection, and emergency medical agencies, as required.

Anticipated CEQA Documentation

Based on the analysis and determinations presented above, preparation of an Initial Study (IS) is the appropriate initial approach to meet the requirements of CEQA (CEQA Guidelines Section 15063). CEQA Guidelines Section 15063(a) directs a Lead Agency to prepare an IS to determine whether a project may have a significant effect on the environment. At this stage, the information available for the five Project sites does not seem to indicate the presence of unusual circumstances, complex environmental constraints, or substantial evidence of significant, unavoidable impacts that would necessitate immediate preparation of an environmental impact report (EIR). However, preliminary review, as presented above, does indicate that Project implementation could have potentially significant impacts, which suggests that preparation of an IS would be needed to appropriately determine the potential impacts.

CEQA Guidelines Section 15070(b) directs that “a public agency shall prepare ... a proposed negative declaration or mitigated negative declaration for a project subject to CEQA when the initial study identifies potentially significant effects, but (a) revisions in the project plans or proposals made by, or agreed to by the applicant before a proposed mitigated negative declaration and initial study are released for public review would avoid the effects or mitigate the effects to a point where clearly no significant effects would occur, and (b) there is no substantial evidence, in light of the whole record before the agency, that the project as revised may have a significant effect on the environment.” If the IS determines that potentially significant impacts can be avoided or reduced to a less-than-significant level through Project revisions or feasible mitigation measures, and the record contains no substantial evidence of remaining significant effects, CEQA directs the Lead Agency to prepare a Negative Declaration (ND) or a Mitigated Negative Declaration (MND). Specifically, an ND would be appropriate if the IS demonstrates that Project implementation would not result in any significant environmental effects, while an MND would be appropriate if the IS identifies potentially significant environmental impacts that can be reduced to a less-than-significant level through incorporation of feasible mitigation measures, as provided in CEQA Guidelines Section 15064.

Attachment E

Site Specific Opinions of Probable Cost

Opinion of Probable Cost
Site #1: 1893 Woodland Ave, Concrete Tanks

Item Description	Unit	Qty.	Unit Price	Item Cost
Site Work				
Mobilization	LS	1	\$500,000	\$500,000
SWPPP/Monitoring	LS	1	\$60,000	\$60,000
Temporary Sheet piling and	LS	1	\$80,000	\$80,000
Aggregate Base Rock	CY	600	\$35	\$21,000
Catch Basin and Site Drainage	LS	1	\$100,000	\$100,000
Site Restoration	LS	1	\$60,000	\$60,000
Piping and Appurtenances	LS	1	\$200,000	\$200,000
Pump Station Building	LS	1	\$90,000	\$90,000
Booster Pump Skid	LS	1	\$130,000	\$130,000
Backup Generator	LS	1	\$78,000	\$78,000
Electrical and Appurtenances	LS	1	\$150,000	\$150,000
Excavation (Cut and Fill)	CY	20479	\$15	\$307,185
Asphalt Paving	SF	24000	\$15	\$360,000
Subtotal Direct Costs				\$2,136,185
Major Equipment				
Prestressed Concrete Tank and Standard Appurtenances (Includes Disinfection and Hydrostatic Testing)	MG	2	\$4,100,000	\$4,100,000
Prestressed Concrete Tank and Standard Appurtenances (Includes Disinfection and Hydrostatic Testing)	MG	1	\$2,975,000	\$2,975,000
Subtotal Direct Costs				\$7,075,000
Contingency (30%)				\$3,177,859
Insurance and Bonds (2%)				\$211,857
Escalation/Market Uncertainty (3%)				\$317,786
Contractor OHP (15%)				\$1,381,678
Total Direct Costs				\$14,300,365
Soft Costs				
Engineering	%	10	\$1,430,036	\$1,430,036
Construction Management	%	10	\$1,430,036	\$1,430,036
Environmental and Permitting	%	2	\$286,007	\$286,007
Administration	%	0.5	\$71,502	\$71,502
Subtotal Soft Costs				\$3,217,582
Grand Total				\$17,517,947
-30%				\$12,262,563
50%				\$26,276,920

Opinion of Probable Cost
Site #1: 1893 Woodland Ave, Steel Tanks

Item Description	Unit	Qty.	Unit Price	Item Cost
Site Work				
Mobilization	LS	1	\$500,000	\$500,000
SWPPP/Monitoring	LS	1	\$60,000	\$60,000
Temporary Sheet piling and	LS	1	\$80,000	\$80,000
Aggregate Base Rock	CY	600	\$35	\$21,000
Catch Basin and Site Drainage	LS	1	\$100,000	\$100,000
Site Restoration	LS	1	\$60,000	\$60,000
Piping and Appurtenances	LS	1	\$200,000	\$200,000
Pump Station Building	LS	1	\$90,000	\$90,000
Booster Pump Skid	LS	1	\$130,000	\$130,000
Backup Generator	LS	1	\$78,000	\$78,000
Electrical and Appurtenances	LS	1	\$150,000	\$150,000
Excavation (Cut and Fill)	CY	21735.2	\$15	\$326,028
Asphalt Paving	SF	24000	\$15	\$360,000
Subtotal Direct Costs				\$2,155,028
Major Equipment				
Welded Steel Tank and Standard Appurtenances (Includes Coating, Cathodic Protection, Disinfection, and Hydrostatic Testing)	MG	2.1	\$2,187,578	\$2,187,578
Welded Steel Tank and Standard Appurtenances (Includes Coating, Cathodic Protection, Disinfection, and Hydrostatic Testing)	MG	0.94	\$1,410,705	\$1,410,705
Subtotal Direct Costs				\$3,598,283
Contingency (30%)				\$1,984,892
Insurance and Bonds (2%)				\$132,326
Escalation/Market Uncertainty (3%)				\$198,489
Contractor OHP (15%)				\$862,997
Total Direct Costs				\$8,932,015
Soft Costs				
Engineering	%	10	\$893,202	\$893,202
Construction Management	%	10	\$893,202	\$893,202
Environmental and Permitting	%	2	\$178,640	\$178,640
Administration	%	0.5	\$44,660	\$44,660
Subtotal Soft Costs				\$2,009,703
Grand Total				\$10,941,718
-30%				\$7,659,203
50%				\$16,412,578

Opinion of Probable Cost
Site #2: 2474 Pulgas Avenue, Concrete Tank

Item Description	Unit	Qty.	Unit Price	Item Cost
Site Work				
Mobilization	LS	1	\$500,000	\$500,000
SWPPP/Monitoring	LS	1	\$60,000	\$60,000
Temporary Sheet piling and	LS	1	\$80,000	\$80,000
Aggregate Base Rock	CY	600	\$35	\$21,000
Catch Basin and Site Drainage	LS	1	\$100,000	\$100,000
Site Restoration	LS	1	\$60,000	\$60,000
Piping and Appurtenances	LS	1	\$200,000	\$200,000
Pump Station Building	LS	1	\$90,000	\$90,000
Booster Pump Skid	LS	1	\$130,000	\$130,000
Backup Generator	LS	1	\$78,000	\$78,000
Electrical and Appurtenances	LS	1	\$150,000	\$150,000
Excavation (Cut and Fill)	CY	18830.9	\$15	\$282,464
Asphalt Paving	SF	11750	\$15	\$176,250
Subtotal Direct Costs				\$1,927,714
Major Equipment				
Prestressed Concrete Tank and Standard Appurtenances (Includes Disinfection and Hydrostatic Testing)	MG	3	\$5,225,000	\$5,225,000
Subtotal Direct Costs				\$5,225,000
Contingency (30%)				\$2,467,686
Insurance and Bonds (2%)				\$164,512
Escalation/Market Uncertainty (3%)				\$246,769
Contractor OHP (15%)				\$1,072,907
Total Direct Costs				\$11,104,589
Soft Costs				
Engineering	%	10	\$1,110,459	\$1,110,459
Construction Management	%	10	\$1,110,459	\$1,110,459
Environmental and Permitting	%	2	\$222,092	\$222,092
Administration	%	0.5	\$55,523	\$55,523
Subtotal Soft Costs				\$2,498,532
Grand Total				\$13,603,121
-30%				\$9,522,185
50%				\$20,404,682

Opinion of Probable Cost
Site #2: 2474 Pulgas Avenue, Steel Tank

Item Description	Unit	Qty.	Unit Price	Item Cost
Site Work				
Mobilization	LS	1	\$500,000	\$500,000
SWPPP/Monitoring	LS	1	\$60,000	\$60,000
Temporary Sheet piling and	LS	1	\$80,000	\$80,000
Aggregate Base Rock	CY	600	\$35	\$21,000
Catch Basin and Site Drainage	LS	1	\$100,000	\$100,000
Site Restoration	LS	1	\$60,000	\$60,000
Piping and Appurtenances	LS	1	\$200,000	\$200,000
Pump Station Building	LS	1	\$90,000	\$90,000
Booster Pump Skid	LS	1	\$130,000	\$130,000
Backup Generator	LS	1	\$78,000	\$78,000
Electrical and Appurtenances	LS	1	\$150,000	\$150,000
Excavation (Cut and Fill)	CY	20529.1	\$15	\$307,937
Asphalt Paving	SF	11750	\$15	\$176,250
Subtotal Direct Costs				\$1,953,187
Major Equipment				
Welded Steel Tank and Standard Appurtenances (Includes Coating, Cathodic Protection, Disinfection, and Hydrostatic Testing)	MG	3	\$2,767,326	\$2,767,326
Subtotal Direct Costs				\$2,767,326
Contingency (30%)				\$1,628,577
Insurance and Bonds (2%)				\$108,572
Escalation/Market Uncertainty (3%)				\$162,858
Contractor OHP (15%)				\$708,077
Total Direct Costs				\$7,328,597
Soft Costs				
Engineering	%	10	\$732,860	\$732,860
Construction Management	%	10	\$732,860	\$732,860
Environmental and Permitting	%	2	\$146,572	\$146,572
Administration	%	0.5	\$36,643	\$36,643
Subtotal Soft Costs				\$1,648,934
Grand Total				\$8,977,532
-30%				\$6,284,272
50%				\$13,466,297

Opinion of Probable Cost
Site #3: Bell Street Park, Concrete Tank

Item Description	Unit	Qty.	Unit Price	Item Cost
Site Work				
Mobilization	LS	1	\$500,000	\$500,000
SWPPP/Monitoring	LS	1	\$60,000	\$60,000
Temporary Sheet piling and	LS	1	\$80,000	\$80,000
Aggregate Base Rock	CY	600	\$35	\$21,000
Catch Basin and Site Drainage	LS	1	\$100,000	\$100,000
Site Restoration	LS	1	\$60,000	\$60,000
Piping and Appurtenances	LS	1	\$200,000	\$200,000
Pump Station Building	LS	1	\$90,000	\$90,000
Booster Pump Skid	LS	1	\$130,000	\$130,000
Backup Generator	LS	1	\$78,000	\$78,000
Electrical and Appurtenances	LS	1	\$150,000	\$150,000
Excavation (Cut and Fill)	CY	4654.21	\$15	\$69,813
Asphalt Paving	SF	1800	\$15	\$27,000
Subtotal Direct Costs				\$1,565,813
Major Equipment				
Prestressed Concrete Tank and Standard Appurtenances (Includes Disinfection and Hydrostatic Testing)	MG	0.66	\$2,550,000	\$2,550,000
Subtotal Direct Costs				\$2,550,000
Contingency (30%)				\$1,419,956
Insurance and Bonds (2%)				\$94,664
Escalation/Market Uncertainty (3%)				\$141,996
Contractor OHP (15%)				\$617,372
Total Direct Costs				\$6,389,800
Soft Costs				
Engineering	%	10	\$638,980	\$638,980
Construction Management	%	10	\$638,980	\$638,980
Environmental and Permitting	%	2	\$127,796	\$127,796
Administration	%	0.5	\$31,949	\$31,949
Subtotal Soft Costs				\$1,437,705
Grand Total				\$7,827,505
-30%				\$5,479,253
50%				\$11,741,257

Opinion of Probable Cost
Site #4: 1266 Beech Street (Future MLK Park), Concrete Tanks

Item Description	Unit	Qty.	Unit Price	Item Cost
Site Work				
Mobilization	LS	1	\$500,000	\$500,000
SWPPP/Monitoring	LS	1	\$60,000	\$60,000
Temporary Sheet piling and	LS	1	\$80,000	\$80,000
Aggregate Base Rock	CY	600	\$35	\$21,000
Catch Basin and Site Drainage	LS	1	\$100,000	\$100,000
Site Restoration	LS	1	\$60,000	\$60,000
Piping and Appurtenances	LS	1	\$200,000	\$200,000
Pump Station Building	LS	1	\$90,000	\$90,000
Booster Pump Skid	LS	1	\$130,000	\$130,000
Backup Generator	LS	1	\$78,000	\$78,000
Electrical and Appurtenances	LS	1	\$150,000	\$150,000
Excavation (Cut and Fill)	CY	21525.6	\$15	\$322,883
Asphalt Paving	SF	11500	\$15	\$172,500
Subtotal Direct Costs				\$1,964,383
Major Equipment				
Prestressed Concrete Tank and Standard Appurtenances (Includes Disinfection and Hydrostatic Testing)	MG	1.6	\$3,625,000	\$3,625,000
Prestressed Concrete Tank and Standard Appurtenances (Includes Disinfection and Hydrostatic Testing)	MG	1.6	\$3,625,000	\$3,625,000
Subtotal Direct Costs				\$7,250,000
Contingency (30%)				\$3,178,962
Insurance and Bonds (2%)				\$211,931
Escalation/Market Uncertainty (3%)				\$317,896
Contractor OHP (15%)				\$1,382,158
Total Direct Costs				\$14,305,330
Soft Costs				
Engineering	%	10	\$1,430,533	\$1,430,533
Construction Management	%	10	\$1,430,533	\$1,430,533
Environmental and Permitting	%	2	\$286,107	\$286,107
Administration	%	0.5	\$71,527	\$71,527
Subtotal Soft Costs				\$3,218,699
Grand Total				\$17,524,030
-30%				\$12,266,821
50%				\$26,286,044

Opinion of Probable Cost
Site #4: 1266 Beech Street (Future MLK Park), Steel Tanks

Item Description	Unit	Qty.	Unit Price	Item Cost
Site Work				
Mobilization	LS	1	\$500,000	\$500,000
SWPPP/Monitoring	LS	1	\$60,000	\$60,000
Temporary Sheet piling and	LS	1	\$80,000	\$80,000
Aggregate Base Rock	CY	600	\$35	\$21,000
Catch Basin and Site Drainage	LS	1	\$100,000	\$100,000
Site Restoration	LS	1	\$60,000	\$60,000
Piping and Appurtenances	LS	1	\$200,000	\$200,000
Pump Station Building	LS	1	\$90,000	\$90,000
Booster Pump Skid	LS	1	\$130,000	\$130,000
Backup Generator	LS	1	\$78,000	\$78,000
Electrical and Appurtenances	LS	1	\$150,000	\$150,000
Excavation (Cut and Fill)	CY	21525.6	\$15	\$322,883
Asphalt Paving	SF	11500	\$15	\$172,500
Subtotal Direct Costs				\$1,964,383
Major Equipment				
Welded Steel Tank and Standard Appurtenances (Includes Coating, Cathodic Protection, Disinfection, and Hydrostatic Testing)	MG	1.5	\$1,790,405	\$1,790,405
Welded Steel Tank and Standard Appurtenances (Includes Coating, Cathodic Protection, Disinfection, and Hydrostatic Testing)	MG	1.5	\$1,790,405	\$1,790,405
Subtotal Direct Costs				\$3,580,810
Contingency (30%)				\$1,913,092
Insurance and Bonds (2%)				\$127,539
Escalation/Market Uncertainty (3%)				\$191,309
Contractor OHP (15%)				\$831,779
Total Direct Costs				\$8,608,913
Soft Costs				
Engineering	%	10	\$860,891	\$860,891
Construction Management	%	10	\$860,891	\$860,891
Environmental and Permitting	%	2	\$172,178	\$172,178
Administration	%	0.5	\$43,045	\$43,045
Subtotal Soft Costs				\$1,937,006
Grand Total				\$10,545,919
-30%				\$7,382,143
50%				\$15,818,878

Opinion of Probable Cost
Site #5: Future Athletic Field, Concrete Tanks

Item Description	Unit	Qty.	Unit Price	Item Cost
Site Work				
Mobilization	LS	1	\$500,000	\$500,000
SWPPP/Monitoring	LS	1	\$60,000	\$60,000
Temporary Sheet piling and	LS	1	\$80,000	\$80,000
Aggregate Base Rock	CY	600	\$35	\$21,000
Catch Basin and Site Drainage	LS	1	\$100,000	\$100,000
Site Restoration	LS	1	\$60,000	\$60,000
Piping and Appurtenances	LS	1	\$200,000	\$200,000
Pump Station Building	LS	1	\$90,000	\$90,000
Booster Pump Skid	LS	1	\$130,000	\$130,000
Backup Generator	LS	1	\$78,000	\$78,000
Electrical and Appurtenances	LS	1	\$150,000	\$150,000
Excavation (Cut and Fill)	CY	21525.6	\$15	\$322,883
Asphalt Paving	SF	10160	\$15	\$152,400
Subtotal Direct Costs				\$1,944,283
Major Equipment				
Prestressed Concrete Tank and Standard Appurtenances (Includes Disinfection and Hydrostatic Testing)	MG	1.6	\$3,625,000	\$3,625,000
Prestressed Concrete Tank and Standard Appurtenances (Includes Disinfection and Hydrostatic Testing)	MG	1.6	\$3,625,000	\$3,625,000
Subtotal Direct Costs				\$7,250,000
Contingency (30%)				\$3,172,028
Insurance and Bonds (2%)				\$211,469
Escalation/Market Uncertainty (3%)				\$317,203
Contractor OHP (15%)				\$1,379,143
Total Direct Costs				\$14,274,125
Soft Costs				
Engineering	%	10	\$1,427,412	\$1,427,412
Construction Management	%	10	\$1,427,412	\$1,427,412
Environmental and Permitting	%	2	\$285,482	\$285,482
Administration	%	0.5	\$71,371	\$71,371
Subtotal Soft Costs				\$3,211,678
Grand Total				\$17,485,803
-30%				\$12,240,062
50%				\$26,228,705

Opinion of Probable Cost
Site #5: Future Athletic Field, Steel Tanks

Item Description	Unit	Qty.	Unit Price	Item Cost
Site Work				
Mobilization	LS	1	\$500,000	\$500,000
SWPPP/Monitoring	LS	1	\$60,000	\$60,000
Temporary Sheet piling and	LS	1	\$80,000	\$80,000
Aggregate Base Rock	CY	600	\$35	\$21,000
Catch Basin and Site Drainage	LS	1	\$100,000	\$100,000
Site Restoration	LS	1	\$60,000	\$60,000
Piping and Appurtenances	LS	1	\$200,000	\$200,000
Pump Station Building	LS	1	\$90,000	\$90,000
Booster Pump Skid	LS	1	\$130,000	\$130,000
Backup Generator	LS	1	\$78,000	\$78,000
Electrical and Appurtenances	LS	1	\$150,000	\$150,000
Excavation (Cut and Fill)	CY	21525.6	\$15	\$322,883
Asphalt Paving	SF	10160	\$15	\$152,400
Subtotal Direct Costs				\$1,944,283
Major Equipment				
Welded Steel Tank and Standard Appurtenances (Includes Coating, Cathodic Protection, Disinfection, and Hydrostatic Testing)	MG	1.5	\$1,790,405	\$1,790,405
Welded Steel Tank and Standard Appurtenances (Includes Coating, Cathodic Protection, Disinfection, and Hydrostatic Testing)	MG	1.5	\$1,790,405	\$1,790,405
Subtotal Direct Costs				\$3,580,810
Contingency (30%)				\$1,906,157
Insurance and Bonds (2%)				\$127,077
Escalation/Market Uncertainty (3%)				\$190,616
Contractor OHP (15%)				\$828,764
Total Direct Costs				\$8,577,708
Soft Costs				
Engineering	%	10	\$857,771	\$857,771
Construction Management	%	10	\$857,771	\$857,771
Environmental and Permitting	%	2	\$171,554	\$171,554
Administration	%	0.5	\$42,889	\$42,889
Subtotal Soft Costs				\$1,929,984
Grand Total				\$10,507,693
-30%				\$7,355,385
50%				\$15,761,539



EAST PALO ALTO CITY COUNCIL STAFF REPORT

DATE: July 21, 2026

TO: Honorable Mayor and Members of the City Council

VIA: Melvin E. Gaines, City Manager

BY: Batool Zaro, Senior Engineer
Humza Javed, Public Works Director

SUBJECT: University Avenue Grand Corridor Project Pilot Project Contract Amendment

Recommendation

Adopt a resolution:

1. Authorizing the City Manager to execute the first contract amendment, in a form approved by the City Attorney, with CSWST2 for design services for the University Avenue Grand Corridor Project to increase the contract budget by \$359,545 for a new not-to-exceed contract amount of \$2,040,450; and
2. Finding that the action being considered does not constitute a “Project” within the meaning of the California Environmental Quality Act (CEQA), pursuant to CEQA Guideline section 15378 (b)(5), in that it is a government administrative activity that will not result in direct or indirect changes in the environment, and because environmental review of the project will be performed as part of this contract during the design phase.

Alignment with City Council Strategic Plan

This recommendation is primarily aligned with:

Priority: Public Health, Safety, and Quality of Life
Priority: Public Infrastructure and Utilities

Background

University Avenue is the primary transportation spine for drivers, bicyclists, and transit riders in

the City of East Palo Alto. The corridor connects neighborhoods with cultural, recreational, and civic destinations and is lined with a diverse mix of land uses, including single- and multi-family residential neighborhoods, retail and commercial businesses, public and institutional uses, and undeveloped parcels with future development potential. University Avenue also functions as a regional cut-through route for traffic accessing the Dumbarton Bridge to the north and U.S. Highway 101 to the south. At present, the city does not have an adopted corridor-specific plan for University Avenue.

In September 2023, the City of East Palo Alto Public Works Department applied for and was awarded Measure A/W funding through the San Mateo County Transportation Authority (SMCTA) for the University Avenue Grand Corridor Project. The project includes community engagement, planning, and conceptual design for the 1.2-mile segment of University Avenue extending from Donohoe Street to Kavanaugh Drive, entirely within the City's jurisdiction.

The purpose of the project is to engage the community in developing a shared vision for the corridor and to advance design concepts that encourage walking, bicycling, transit use, carpooling, and shared-ride options; improve parking management; incorporate placemaking elements; and apply complete streets principles to create a safer, more efficient, and more welcoming corridor for all users and residents.

The City was awarded \$1,050,000 of TA Measure W Highway Program funds with an additional requirement for a \$1,000,000 City match. Per Resolution 93-2023, City Council supported the project and committed the \$1,000,000 City match. This project is also budgeted in the adopted 10-year Capital Improvement Plan and is a City Council priority project.

On March 18, 2025, the City Council awarded the project to CSWST2 through Resolution No. 22-2025, with a total not to exceed amount of \$1,680,905, and the project was initiated on October 1, 2025. A four-month community engagement process resulted in the development of a Corridor Vision informed by adopted City plans, existing conditions, and extensive community input.

On March 3, 2026, staff presented University Avenue Grand Corridor conceptual options to City Council for approval and feedback in order to proceed with advancing to the plans, specifications, and estimate (PS&E) phase of the project. Two options were presented to Council: Option A was focused on local mobility and included a road diet, or lane reduction between Bay Road and Donohoe Street. Option B focused on mobility and kept the existing lane configuration of two travel lanes. Although Council leaned towards Option B, they communicated interest in exploring a temporary pilot project to test out Option A.

Since the project is grant funded and the funding agreement requires that all project-related tasks be substantially complete by June 2026, staff reached out to the San Mateo County Transportation Authority to discuss the possibility of a project time extension. City staff requested a minor scope addition in order to implement the temporary pilot project as part of further engagement during the active planning and preliminary engineering phase of the project. The City will collect traffic counts, make qualitative observations, and collect community feedback on the pilot in to confirm overall direction to reduce the possibility of advancing a design that may

not be fully supported.

Analysis

The proposed contract amendment expands the consultant's scope of work to design, implement, monitor, and evaluate a pilot project for the University Avenue Grand Corridor between Donohoe Street and Bay Road. The pilot project will temporarily reconfigure the corridor by reducing travel lanes from two lanes in each direction to one lane in each direction, incorporating dedicated emergency vehicle and transit lanes, and implementing signal timing improvements using quick-build materials. The pilot will allow the city to evaluate the operational, safety, and community impacts of the proposed corridor improvements before considering permanent implementation.

Additional services include project initiation and community engagement; baseline, mid-pilot, and post-pilot traffic data collection and analysis; preparation of pilot implementation plans, specifications, and cost estimates; CEQA documentation; bidding and installation support; ongoing traffic monitoring and operational adjustments during the pilot period; community outreach and public surveys throughout implementation; preparation of mid-pilot and final evaluation reports; and presentations to the City Council summarizing findings and recommendations.

The contract amendment authorizes additional consultant services necessary to implement and evaluate a University Avenue Grand Corridor Pilot Project.

Next Steps

A rough schedule for next steps is as follows:

Task	Schedule
Council approval of the amendment	July 2026
Pre- Pilot Project Scope	July 2026 - September 2026
Pilot 100% design package/ Bidding & Installation	October 2026 – April 2027
Monitoring and Engagement	May 2027- May 2028
Final Evaluation Report	June 2028

Fiscal Impact

The proposed contract amendment will increase the project budget by \$359,545. Staff recommends restoring an additional appropriation of \$359,545 to the project budget, funded

equally by the Measure W Highway Program grant (\$179,772.50) and the required City matching funds (\$179,772.50). This action restores the project budget to the original capital budget authorized by the City Council through Resolution No. 93-2023, which approved the project and committed the City's matching funds. As a result, this action does not increase the City's previously authorized financial commitment to the project.

Public Notice

The public was provided notice by making the agenda and report available on the City's website and on a bulletin board located at City Hall: 2415 University Avenue, East Palo Alto.

Environmental

The action being considered does not constitute a "Project" within the meaning of the California Environmental Quality Act (CEQA), pursuant to CEQA Guideline section 15378 (b)(5), in that it is a government administrative activity that will not result in direct or indirect changes in the environment.

Environmental review of the project will be performed as part of this contract during the design phase.

Government Code § 84308

Applicability of Levine Act: No, as the proposed action was competitively bid.

Analysis of Levine Act Compliance: Not applicable.

Attachments

1. Resolution
2. Consultant's Proposal

RESOLUTION NO. xx – 2026

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF EAST PALO ALTO**

AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND EXECUTE THE FIRST CONTRACT AMENDMENT WITH CSWST2, IN A FORM TO BE APPROVED BY THE CITY ATTORNEY, TO INCREASE THE CONTRACT AMOUNT BY \$359,545 FOR A NEW NOT-TO-EXCEED AMOUNT OF \$2,040,450 FOR DESIGN SERVICES FOR THE UNIVERSITY AVENUE GRAND CORRIDOR PILOT PROJECT

WHEREAS, the City of East Palo Alto's major arterial, University Avenue, experiences traffic congestion, delay, localized air pollution, noise and vibration, and traffic injuries; and

WHEREAS, The University Avenue Grand Corridor project (ST-29) includes planning and design of improvements along this busy corridor from Donohoe Street to the City's northern limit; and

WHEREAS, the San Mateo County Transportation Authority (TA) issued a Call for Projects for the Measure A and Measure W Highway Program funds on July 5, 2023; and

WHEREAS, the City applied for the grant and was awarded \$1,050,000 for the project with a required City match of \$1,000,000; and

WHEREAS, on March 18, 2025, the City Council awarded the project to CSWST2 through Resolution No. 22-2025, with a total not to exceed amount of \$1,680,905; and

WHEREAS, on March 3, 2026, staff presented University Avenue Grand Corridor Concept Plans to City Council for approval and feedback in order to proceed with advancing to the plans, specifications, and estimate (PS&E) phase of the project; and

WHEREAS, during the March 3, 2026, city council meeting, the council expressed interest in exploring a temporary pilot project reducing lanes along University Avenue; and

WHEREAS, since the project grant funding requires that all project-related tasks be substantially complete by June 2026, staff received an extension from the San Mateo County Transportation Authority to implement a new pilot project; and

WHEREAS, the scope of the University Avenue Grand Corridor Project Pilot Project includes additional public engagement, traffic studies, implementation and evaluation.

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF EAST PALO ALTO HEREBY:

1. Finds the foregoing recitals are true and correct, and are incorporated by this reference into this action;
2. Authorizes the City Manager to execute the first contract amendment, in a form approved by the City Attorney, with CSWST2 for design services for the University Avenue Grand Corridor

Project to increase the contract budget by \$359,545 for a new not-to-exceed contract amount of \$2,040,450;

3. Finds that the project is exempt from the California Environmental Quality Act (CEQA) under Sections 15301 ,15303, and 15304 of the CEQA Guidelines.

PASSED AND ADOPTED this 21st day of July 2026, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Webster Lincoln, Mayor

ATTEST:

APPROVED AS TO FORM:

James Colin, City Clerk

John D. Lê, City Attorney

June 16, 2026

Revised: June 26, 2026

Project Number: 2400169.01

Batool Zaro
Public Works Department
Engineering Division
City of East Palo Alto
160 Tate Street
East Palo Alto, CA 94303

SUBJECT: UNIVERSITY AVENUE GRAND CORRIDOR PROJECT – PILOT PROJECT
Confirmation of Additional Services No. 2

Dear Batool:

CSWST2 is pleased to continue to support the City of East Palo Alto in development of the University Avenue Grand Corridor through the development of a pilot project. Enclosed is the Confirmation of Additional Services No. 2 (CAS2) to cover the services we are performing in connection with University Avenue Grand Corridor project located in East Palo Alto, California.

We understand the City Council has requested development of a pilot project between Donohoe Street and Bay Avenue to study the impacts of lane reduction on traffic flow. We recognize that this pilot project is not simply a striping exercise, but an opportunity to evaluate how the corridor can better serve all users while supporting the broader goals of safety, accessibility, economic vitality, and community identity. Our approach prioritizes collaboration with City staff, stakeholders, residents, businesses, emergency responders, transit agencies, and corridor users throughout the planning and implementation process. We also understand the importance of collecting meaningful public input and operational data to support informed decision-making regarding potential permanent improvements.

A key component of our proposed approach is the integration of intercept surveys and ongoing community engagement throughout the pilot period. We believe that successful quick-build projects rely on both technical analysis and lived community experience. Our team will conduct intercept surveys before and during the pilot project to better understand corridor user perceptions, travel behavior, safety concerns, and community priorities. These efforts, combined with quantitative monitoring of speeds, traffic operations, and multimodal activity, will provide the City with a comprehensive understanding of pilot performance.

We understand the intent of the project is to replicate the proposed University Avenue Grand Corridor geometry as shown in Figure 1 below. The pilot project includes the following elements:

- Reduction of travel lanes from two to one travel lane in each direction
- Dedicated emergency vehicle and bus lanes
- Signal timing improvements

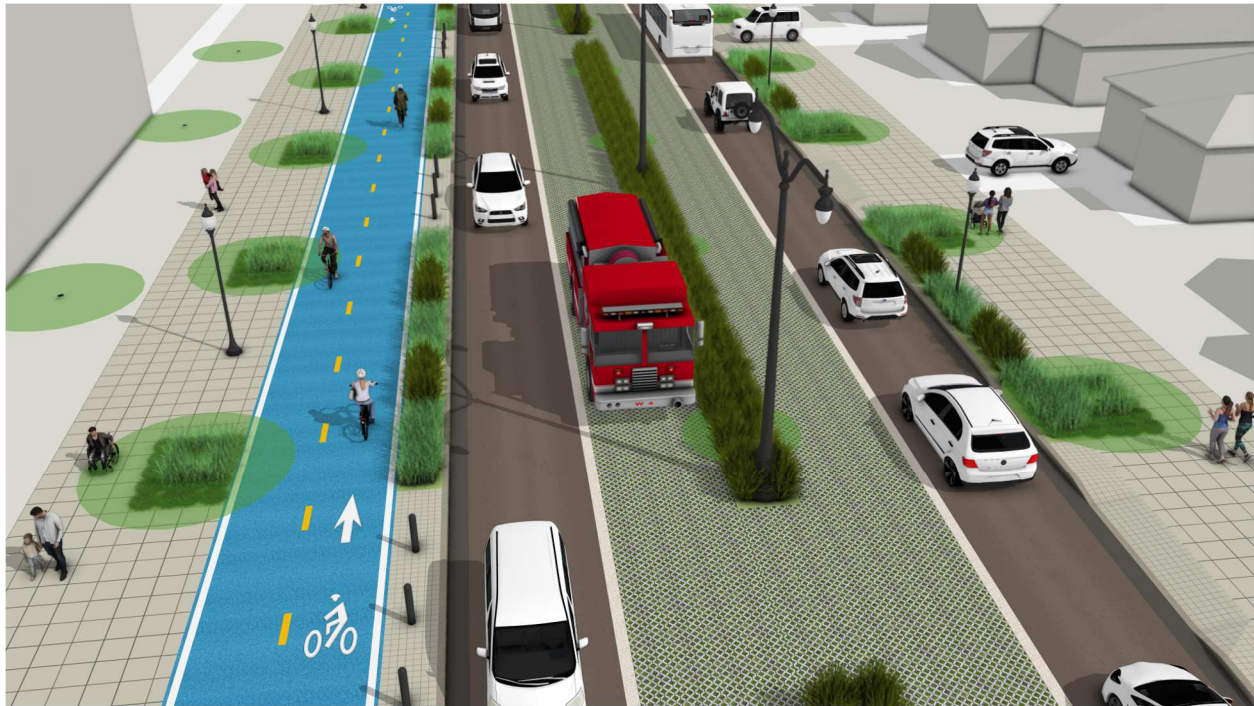


Figure 1 Conceptual Image of University Avenue Between Donahoe Street and Bay Avenue

SCOPE OF WORK & SCHEDULE

The proposed scope of work and schedule is attached in Exhibit A.

COMPENSATION

For the scope of work described in Exhibit A, please see the attached cost proposal in Exhibit B.

If you find this Confirmation of Additional Services acceptable, please issue a Contract Amendment to our existing agreement to cover these services. If you have any questions, please call me.

Sincerely,

CSWST2

Julia Harberson, PE
Principle

JAH:jah
Enclosures

Work Plan

Task 1: Pilot Project Initiation

In this initial phase, our team will leverage the existing conditions and outreach efforts for the University Avenue Grand Corridor project and collaborate with City staff, stakeholders, corridor users, and community members to establish the framework for the Pilot Project. This effort will focus on defining project goals, refining the pilot study limits, and developing and implementing the community engagement process that will guide pilot design and evaluation. Through coordination with staff and the community, the project team will establish a shared understanding of the opportunities and constraints associated with reallocating roadway space to improve safety and multimodal access while maintaining acceptable traffic operations.

1.1 Project Kickoff. Key members of our team will host a meeting with City staff to discuss the project team and to review and discuss key project elements. We will present and facilitate a discussion on the following:

- A. Project Goals.** The team will work with the City to refine project-specific goals, which may include:
 - i. Improving safety for all roadway users
 - ii. Reducing vehicle speeds
 - iii. Enhancing pedestrian and bicycle comfort
 - iv. Evaluating multimodal operations
 - v. Supporting climate and Complete Streets goals
 - vi. Testing roadway reallocation concepts using temporary materials
- B. Pilot Parameters.** We will review pilot-specific considerations including the anticipated duration of the pilot, roadway operational constraints, emergency access needs, maintenance responsibilities, and coordination requirements with adjacent jurisdictions or Caltrans, if applicable.
- C. Quick Build Materials and Pilot Treatments.** We will review the range of quick-build materials and temporary roadway treatments available for implementation of the pilot project. This discussion will include the functionality, durability, maintenance requirements, installation considerations, and relative cost of materials such as traffic striping, epoxy markings, flexible delineators, temporary curb elements, modular medians, planters, signage, pavement markings, and temporary pedestrian refuge treatments. We will also review examples of similar quick-build roadway reconfiguration projects implemented throughout California and discuss lessons learned related to operations, maintenance, public perception, and constructability. The objective of this discussion will be to establish a shared understanding of the pilot toolkit available to the City and identify materials and treatments appropriate for the corridor context, pilot duration, and maintenance capabilities.
- D. Community Outreach.** Our team will coordinate with the City to draft a Community Outreach Strategy structured around two key goals: building public awareness of the Pilot Project and gathering feedback on potential refinements and general acceptance.

The City's guidance, including opportunities and constraints related to City communication tools, community events, and permitting requirements for signage in the public right-of-way will be discussed and incorporated into the final strategy.

1.2 Community Outreach Strategy. We will prepare a draft and final Community Outreach Strategy designed to:

- **Build public awareness of the Pilot Project.** Planned changes to traffic patterns; Pilot purpose, duration, and next steps; and ways to provide feedback will be communicated through a range of methods, as applicable to the pilot milestone. Anticipated communication tools include the existing project website, City communication tools (such as digital and print newsletters and social media), on-street signage, and direct mailers to all residences. The project team will support the City by providing content for City notification and outreach efforts.
- **Gather feedback on Pilot acceptance.** At three key points in the pilot, feedback will be gathered from the public, with a focus on gathering input from EPA residents. Surveys will be tailored to identify general residence location, key modes, proposed design refinements, and level of project acceptance. Surveys will be primarily online and accessible via QR code, with the potential for physical surveys available as appropriate. All communication materials and outreach efforts will be accessible in English and Spanish.

1.3 Traffic Data Collection. Fehr & Peers will conduct the following traffic data collection tasks during the pre-pilot, mid-pilot, and end-pilot periods to evaluate the effects of the road diet pilot program.

A. Pre-Pilot Data Collection

- i. **Turning Movement Counts:** As a part of the University Avenue Grand Corridor Project, Fehr & Peers collected 12-hour turning movement counts collected in November 2025 at the following University Avenue intersections:
 - University Avenue / Kavanaugh Drive
 - University Avenue / Bay Road
 - University Avenue / Runnymede Street
 - University Avenue / Bell Street
 - University Avenue / Donohoe Street
 - University Avenue / US 101 SB Ramps
 - University Avenue / Woodland Avenue

The counts included vehicles, bicyclists, and pedestrians. These traffic counts will be used to establish the pre-pilot conditions.

We anticipate that there may be traffic diversion onto Donohoe Street as a result of the pilot program; therefore, we will collect additional turning movement counts during a typical AM (7:00 AM to 10:00 AM) and PM peak period (4:00 PM to 7:00 PM) on a midweek day when local schools are in session for the following Donohoe Street intersections. Count will be conducted prior to the implementation of the pilot program:

- Donohoe Street / Euclid Avenue

- Donohoe Street / 101 NB On Ramp
 - Donohoe Street / Cooley Avenue
 - Donohoe Street / US 101 NB Off-Ramp
- ii. **Tube Counts:** To assess the effects of the road diet pilot program on traffic along parallel and neighborhood streets, we will collect 24-hour tube counts (including volume and speed) at the following seven (7) locations on a mid-week day when local schools are in session:
- Euclid Avenue south of Bell Street
 - Cooley Avenue south of Bell Street
 - University Avenue south of Bell Street
 - Euclid Avenue north of Runnymede Street
 - Cooley Avenue north of Runnymede Street.
 - University Avenue north of Runnymede Street.
 - Capitol Avenue north of Runnymede Street.
- iii. **Field Observations:** We conducted field observations during the AM and PM peak periods on the same day that turning movement counts were collected in November 2025 to document major queuing at intersections along University Avenue within the project study area. Key observations included turn pocket overflow locations and queue spillback from one intersection to adjacent intersections.
- We will conduct additional field observations focusing on traffic flow on Donohoe Street and parallel streets, including Cooley Avenue and Euclid Avenue, on the same day that additional turning movement counts and tube counts are collected.
- iv. **Transit Ridership Data:** We will coordinate with the City of East Palo Alto and SamTrans to collect transit ridership data for routes that run along University Avenue for the pre-pilot period.
- v. **Collision Data:** As part of the Grand Corridor Project, Fehr & Peers reviewed historical data from the Transportation Injury Mapping System (TIMS) to understand collision trends over the past five years.
- In addition to TIMS data, we will coordinate with the City of East Palo Alto and the East Palo Alto Police Department to obtain collision data for the pre-pilot period. This includes reported motor vehicle-, bicycle-, and pedestrian-involved collisions on University Avenue from Donohoe Street to Bay Road.
- vi. **Travel Time Runs:** As part of the Grand Corridor Project, we collected weekday travel time runs on northbound and southbound University Avenue between Donohoe Street and Kavanaugh Drive to determine average travel time and speed during the AM and PM peak periods. These travel time runs will be used to establish weekday pre-pilot conditions.

1.4 Pre Pilot Community Outreach. Prior to implementation of the Pilot Project, we will prepare graphics and messaging to communicate the Pilot Project purpose, scope, and schedule. We will develop the templates for key communications, including the surveys, along with the specific

materials for pre-pilot outreach. These tools will be provided to City staff for use in outreach to the community. CSWST2 will not be responsible for printing, mailing, or digital outreach. **At this phase, we anticipate that the City will implement the following outreach tools to include:**

- **Direct mailers to all City residents and businesses**
- **Corridor signage, potentially located at Donohoe, Bay Street, and Kavanaugh**
- **City newsletter and social media blast**
- **Outreach to local news outlets and NextDoor and Facebook groups where feasible**
- **Outreach to schools, community groups, churches, and corridor businesses.**

All outreach tools will include links or QR codes to access an online survey. We anticipate that the online survey will remain live for 4 weeks. Following closure of the survey, we will summarize feedback received.

1.5 Contract Management. CSWST2 will be responsible for the overall management of our design team, including the following:

A. Project Management: CSWST2 will manage the design team as well as track progress, schedule, and budget. We will be responsible for documenting all design decisions and keeping an official record of the project. Furthermore, we will submit monthly progress reports identifying tasks completed, budget status, and issues status.

B. Quality Control/ Assurance: An independent team member will review our documents prior to submittal to the City.

C. Meetings: The team will attend bi-weekly project management meetings with City Staff, key stakeholders, and project team.

Key Deliverables

- a. Kickoff Meeting Agenda and Summary
- b. Draft and Final Community Engagement Plan
- c. Baseline Traffic and Safety Data Summary
- d. Monthly Progress Reports

Task 2: Pilot Project Implementation Plans

Our team will evaluate the lane reduction on configuration, right or left lane removal, as we prepare final implementation documents for construction and installation of the Pilot Project. The intent of this phase is to develop clear and implementable plans that support efficient installation using temporary and quick-build materials.

2.1 Traffic Analysis. Fehr & Peers will perform the following services to support implementation of the pilot project.

- A. Traffic Operations Analysis.** We will conduct an operational analysis for the pilot program road diet alternative using the Synchro/SimTraffic model developed for the Grand Corridor Project and existing traffic counts collected in November 2025. The goal of the operational analysis is to support development of intersection configurations and prepare updated signal timing and coordination plans for the pilot program road diet alternative.

We will begin the operation analysis by evaluating the preliminary design for the road diet alternative developed by CSWST2. To refine this preliminary design, we will test up to two additional geometric variations of the intersection configurations along University Avenue between Donohoe Street and Bay Road, in coordination with CSWST2, and provide recommendations for the final intersection configurations.

Upon finalizing the intersection configurations, we will analyze the pilot program road diet alternative for level of service (LOS), delay, and queuing, and document the results in a brief memorandum. We will address one consolidated round of comments from the City of East Palo Alto and submit one revised version of the deliverable.

- B. Signal Timing and Coordination Improvement.** Fehr & Peers will use the Synchro/SimTraffic traffic analysis software to develop optimized AM and PM peak-hour signal timing and coordination plans for weekdays at the following study intersections along University Avenue, to be implemented as part of the pilot program:

- University Avenue / Bay Road (City of East Palo Alto)
- University Avenue / Runnymede Street (City of East Palo Alto)
- University Avenue / Bell Street (City of East Palo Alto)
- University Avenue / Donohoe Street (City of East Palo Alto)

In addition to the study intersections, we will assess the need for adjusting signal timing and coordination at the following additional intersections along University Avenue:

- University Avenue / Kavanaugh Drive (Caltrans)
- University Avenue / US 101 SB Ramps (Caltrans)
- University Avenue / Woodland Avenue (City of East Palo Alto)

The final coordinated traffic signal timing plans will be submitted to the City of East Palo Alto and Caltrans (if signal timing modifications to a Caltrans signal are needed) in a summary sheet format. We assume the City and Caltrans will implement the new signal timing plans.

If signal timing modifications to a Caltrans signal are needed, additional time for coordination with Caltrans may be required and could require modifications to the project schedule.

- C. Cut-Through Traffic Management Recommendations.** Concurrent with the traffic operations analysis, Fehr & Peers will identify and qualitatively evaluate potential quick-build traffic calming and/or turn-restriction treatments on parallel routes. The purpose of these strategies will be to anticipate, reduce, and manage neighborhood cut-through demand. The evaluation will consider factors such as the potential effectiveness of measures to reduce neighborhood cut-through traffic, feasibility of implementation, and potential operational effects on the University Avenue corridor.

We will develop a set of potential measures to reduce or manage cut-through demand and summarize them in a memorandum. We will address one consolidated round of comments from the City of East Palo Alto and submit one revised version of the deliverable. We assume

design, installation and/or modification of traffic management treatments will be done by others.

- D. Traffic Signal Design Review.** Fehr & Peers assumes that the road diet will be constructed using quick-build materials and will not require relocation of existing curb ramps or crosswalks at the four intersections listed in Task 2.1B. Therefore, the existing signal poles, signal heads, pedestrian push buttons, and detectors are expected to remain in their current locations and be sufficient for the project. Note, our team understands that the on-going HSIP project (by others) at University Avenue and Runnymede Street may require relocation of the existing poles, we will coordinate our work with final pole locations for the HSIP project. Bicycle movements at the intersections are anticipated to be facilitated by pedestrian recall; therefore, no dedicated bicycle signal will be needed. As a result, signal equipment modifications at these intersections are not anticipated.

We will overlay the existing signal equipment onto the 65% geometry base file from CSWST2 and verify whether signal modifications are required at each intersection. If temporary signal modifications are determined to be necessary at the intersections listed above, we will develop 65% and 100% signal modification plans, specifications, and cost estimates for up to one selected intersection as an optional task to this scope of work. See Optional Task 9 below for a detailed description of this additional scope.

2.2 Implementation Plans, Specifications and Estimate. Our team will prepare documents to the 65% and 100% levels of completion. This will include the following:

- A.** Title, Key Map, and General Sheets (CSWST2)
- B.** Demolition Plan (CSWST2)
- C.** Roadway Layout Plans temporary curb treatment details sidewalks, temporary medians, buffers, and curb ramps (CSWST2)
- D.** Striping and Signage Plans (CSWST2)
- E.** Cross Sections (CSWST2)
- F.** Traffic Signal Plan (Fehr and Peers)
- G.** Construction Staging and Phasing (CSWST2)
- H.** Streetscape Restoration Plan (CSWST2/Fehr and Peers)

2.3 Technical Specifications. Our team will develop Technical Specifications in the City standard format for the project. This will include integration of mitigations defined in the project's CEQA assessment. We will integrate the City's front-end specifications into the contract documents.

2.4 Cost Estimate/ Bid Schedule. We will prepare a cost model consistent with the design and funding program.

2.5 Comments. Our team will document all comments received from City and others in a matrix and provide a response to each.

2.6 Contract Management. We will complete the tasks as identified in Task 1.4 including attending up to two (2) coordination meetings.

Key Deliverables

- a. Draft and Final Traffic Operations Analysis Summary Memorandum
- b. Draft and Final Cut-Through Traffic Management Recommendations
- c. Documents for the 65% and 100% submittal for the pilot implementation and restoration improvements.
- d. Project website content.
- e. Meeting agendas, presentation, and minutes.

Task 3: CEQA COMPLIANCE AND ENVIRONMENTAL CLEARANCE

We assume the City, as the CEQA Lead Agency, will determine that the pilot project qualifies for a CEQA Categorical Exemption and will be solely responsible for all CEQA compliance, including preparation and filing of the Notice of Exemption and any other required environmental documentation. CSWST2 will perform no services related to CEQA compliance or environmental documentation. Should the project require environmental review beyond a Categorical Exemption, such services are excluded from this scope and fee.

Task 4: Bidding & Installation Support

During this phase, our team will support installation of pilot improvements.

- 4.1 Bidding Assistance.** Our team will assist during the bidding phase by attending a virtual pre-bid meeting, responding to contractor requests for information, preparing one (1) bid addenda as necessary, and reviewing bids submitted.
- 4.2 Installation Support.** The consultant team will provide field support during pilot installation including review of contractor submittals and responses to contractor requests for information (RFIs), perform one (1) field verification of striping and temporary improvements, and review of punch list items.

Key Deliverables

- a. Written responses to questions from potential bidders.
- b. Provide all submittal, RFI, and Change Order review and response.

Task 5. Monitoring & Engagement

During this phase, our team will support installation of the pilot improvements and conduct ongoing monitoring and evaluation activities throughout the pilot period. The objective of this effort is to document

operational performance, identify necessary adjustments, and evaluate user experiences associated with the roadway modifications.

5.1 Traffic Evaluation. Our team will conduct ongoing monitoring throughout the pilot period to evaluate traffic operations, vehicle speeds, queuing, bicycle and pedestrian activity, transit operations, parking utilization, and roadway user behavior. Monitoring activities will occur at regular intervals to document how corridor operations and user behavior evolve over time as the community adapts to the pilot configuration.

A. Mid-Pilot Data Collection. Fehr & Peers will collect all the traffic data gathered for the pre-pilot period during the middle of the pilot program (including traffic data collected for the Grand Corridor Project that we are using for this project). Dates and timing of data collection will be identified in coordination with CSWST2 and City staff.

B. End-Pilot Data Collection. Fehr & Peers will collect all the traffic data gathered for the pre-pilot period at the end of the pilot program prior to removal of pilot treatments (including traffic data collected for the Grand Corridor Project that we are using for this project). Dates and timing of data collection will be identified in coordination with CSWST2 and City staff.

C. Signal Timing Adjustment. Fehr & Peers will conduct mid-weekday field visits to identify post-implementation operational challenges at the intersections listed in Task 2.1B. Observations will be conducted twice during the pilot program: once immediately following implementation of the new signal timing and coordination plans, and again midway through the pilot program. Dates for the field visits will be identified in coordination with CSWST2 and City staff.

For each round of signal timing adjustments, if operational challenges are identified, Fehr & Peers will determine potential modifications to signal timing and coordination and will coordinate with the City of East Palo Alto and Caltrans (if modification is needed at a Caltrans intersection) to implement the changes. Fehr & Peers will submit one set of updated signal timing summary sheets to the controlling jurisdiction documenting the implemented signal timing parameters.

After the adjustments have been implemented, Fehr & Peers will conduct limited post-implementation observations to confirm that the updates have been implemented as intended and that the identified operational challenges have been addressed to the extent feasible.

5.2 Mid Pilot Community Outreach. At the Pilot Project Mid Point, we will update graphics and messaging to communicate documented changes in travel patterns; the Pilot Project purpose, scope, and schedule; opportunities to provide feedback. CSWST2 will provide updated content to City staff for the City-lead outreach activities. At this phase, we anticipate that the City will implement the following outreach tools to include:

- Direct mailers to all City residents and businesses
- Refreshed Corridor signage, if needed
- City newsletter and social media blasts
- Outreach to local news outlets and NextDoor and Facebook groups where feasible
- Outreach to schools, community groups, churches, and corridor businesses.
- Tabling at community events

All outreach tools will include links or QR codes to access an online survey. We anticipate that the online survey will remain live for 4 weeks. Following closure of the survey, we will summarize feedback received.

5.3 Mid-Pilot Project Evaluation Report. We will prepare a summary evaluation report documenting the outreach process, monitoring activities, survey results, operational performance, lessons learned after six (6) months of the pilot project implementation. The report will identify whether the pilot should be made permanent, modified, expanded, or removed based on technical findings and community feedback. Within this report Fehr & Peers will analyze traffic data collected during the pre-pilot and mid-pilot periods, to assess the effectiveness of the road diet. We will evaluate changes in the following metrics between the pre-pilot and mid-pilot periods:

- A. Vehicle volumes on University Avenue within the project area
- B. Vehicle volumes on adjacent or parallel streets (including Donohoe Street, Cooley Avenue, and Euclid Avenue)
- C. Travel time and speed along University Avenue from Kavanaugh Drive to Woodland Avenue
- D. Collision frequency and type within the project area
- E. Transit ridership of routes traveling on University Avenue within the project area.

Based on the findings from this analysis, Fehr & Peers will provide recommendations for potential improvement strategies that could be implemented during the second half of the pilot program. We will present the results of the pre-pilot and mid-pilot data collection efforts, along with recommended improvements, in a mid-pilot evaluation report.

5.4 Presentation to Council. Our team will support presentations to City Council summarizing the findings of the Mid-Pilot Project Evaluation Report.

5.5 Contract Management. We will complete the tasks as identified in Task 1.4 including attending up to eight (8) coordination meetings.

Key Deliverables

- a. Implemented Signal Timing and Coordination Plans for Mid-Pilot
- b. Mid-Pilot Project Evaluation Report
- c. Presentation materials

Task 6. Evaluation & Reporting

Upon completion of the pilot monitoring period, our team will evaluate project performance and prepare recommendations regarding future corridor improvements and potential permanent implementation.

6.1 Data Analysis. Our team will analyze before-, mid- and after conditions including vehicle speeds, travel times, traffic operations, bicycle and pedestrian activity, safety indicators, parking utilization,

and public feedback collected throughout the pilot period. This analysis will evaluate the effectiveness of the pilot in meeting the City's safety and Complete Streets goals.

- 6.2 End Pilot Community Outreach. Immediately prior to Pilot Project completion we will initiate the final outreach.** We will update graphics and messaging to communicate documented changes in travel patterns; the Pilot Project schedule and next steps; opportunities to provide feedback. CSWST2 will provide updated content for City staff use in outreach activities. At this phase, we anticipate that the City will implement the following outreach tools to include:

- Direct mailers to all City residents and businesses
- Refreshed Corridor signage, if needed
- City newsletter and social media blasts
- Outreach to local news outlets and NextDoor and Facebook groups where feasible
- Outreach to schools, community groups, churches, and corridor businesses.
- Tabling at community events

All outreach tools will include links or QR codes to access an online survey. We anticipate that the online survey will remain live for 4 weeks. Following closure of the survey, we will summarize feedback received.

- 6.3 End-Pilot Evaluation Report.** We will prepare a comprehensive final evaluation report documenting the outreach process, existing conditions findings, pilot design, monitoring activities, survey results, operational performance, lessons learned, and recommendations for future improvements. The report will identify whether the pilot should be made permanent, modified, expanded, or removed based on technical findings and community feedback.
- 6.4 City Council Presentation.** Our team will support presentations to City Council summarizing the findings of the pilot project and presenting recommendations regarding next steps.
- 6.5 Contract Management.** We will complete the tasks as identified in Task 1.4 including attending up to four (4) coordination meetings.

Key Deliverables

- a. Draft & Final End-Pilot Evaluation Report
- b. Presentation Materials

OPTIONAL SERVICES

Task 7. University Avenue Grand Corridor Plan Revisions (OPTIONAL)

If City Council selects to maintain the pilot project and incorporate the lane reduction into the University Avenue Grand Corridor Project, our team will revise the 50% submittal documents to implement the lane reduction per the pilot project.

- 7.1 Traffic Analysis.** Fehr & Peers will perform the following tasks:

If the City of East Palo Alto City Council approves the permanent installation of the road diet alternative, Fehr & Peers will complete the following series of additional tasks for the Grand Corridor Project. These tasks will be in addition to the previous scope of work for the Grand Corridor Project to support development of the permanent installation design, traffic signal timing and coordination, and traffic signal modifications.

- A. Traffic Operation Analysis.** With the transition from the quick-build installation to a permanent installation, we assume that additional improvements will be implemented to enhance bicycle and pedestrian safety and traffic operations. We will conduct an operational analysis to inform potential intersection-level improvements, including signal phasing changes and lane configuration modifications, and support the development of the final intersection configurations for University Avenue between Donohoe Street and Bay Road.

Fehr & Peers will provide an assumptions memo for the volume development methodology. We will use traffic data collected during the end-pilot period and incorporate project volumes from approved developments, such as the Four Corners project, with input from the City of East Palo Alto. We will address one consolidated round of comments from the City of East Palo Alto and submit one revised version of volume assumption memorandum.

We will begin the operation analysis by evaluating the preliminary design for the permanent road diet alternative developed by CSWST2. To refine this preliminary design, we will test up to two additional geometric variations of the intersection configurations along University Avenue between Donohoe Street and Bay Road, in coordination with CSWST2, and provide recommendations for the final intersection configurations.

Upon finalizing the intersection configurations, we will analyze the permanent road diet alternative for level of service (LOS), delay, and queuing, and document the results in a brief memorandum. We will address one consolidated round of comments from the City of East Palo Alto and submit one revised version of the deliverable. We will address one consolidated round of comments from the City of East Palo Alto and submit one revised version of operation analysis result summary.

- B. Traffic Signal Timing and Coordination.** Fehr & Peers will use Synchro/SimTraffic traffic analysis software to develop optimized AM and PM peak-hour signal timing and coordination plans for weekdays at the following study intersections along University Avenue, to be implemented for the permanent installation of the road diet alternative:

- University Avenue / Bay Road (City of East Palo Alto)
- University Avenue / Runnymede Street (City of East Palo Alto)
- University Avenue / Bell Street (City of East Palo Alto)
- University Avenue / Donohoe Street (City of East Palo Alto)

In addition to the study intersections, we will assess the need for adjusting signal timing and coordination at the following additional intersections along University Avenue:

- University Avenue / Kavanaugh Drive (Caltrans)
- University Avenue / US 101 SB Ramps (Caltrans)
- University Avenue / Woodland Avenue (City of East Palo Alto)

The final coordinated traffic signal timing plans will be submitted to the City of East Palo Alto and Caltrans (if signal timing modifications to a Caltrans signal are needed) in a summary sheet format. We assume the City and Caltrans will implement the new signal timing plans.

- C. Intersection Geometry Review.** Upon completion of the operational analysis and development of the final intersection configurations for the permanent installation of the road diet alternative, Fehr & Peers will allocate up to 16 staff hours to support CSWST2 in the preparation of a CAD geometry base file for the following four intersections:

- University Avenue / Kavanaugh Drive
- University Avenue / Bay Road
- University Avenue / Runnymede Street
- University Avenue / Bell Street
- University Avenue / Donohoe Street.

This effort is assumed include up to two rounds of review for intersection geometry, providing high-level feedback.

- 7.2 Streetscape Plans, Specifications and Estimate.** Our team will revise 50% levels documents for the University Avenue Grand Corridor Project. This will include the following:

- A. Streetscape Plans.** To document the design, we will prepare the following plans in accordance with the Caltrans' Plan Preparation Manual:

- i. Title, Key Map, and General Sheets (CSWST2)
- ii. Demolition Plan (CSWST2)
- iii. Roadway Layout Plans Illustrating sidewalks, medians, buffers, and curb ramps (CSWST2)
- iv. Striping and Signage Plans (CSWST2)
- v. Cross Sections (CSWST2)
- vi. Sidewalk and Curb Ramp Grading Plans and Profiles (CSWST2)
- vii. Public Utility Relocation Plan (CSWST2)
- viii. Drainage Plans and Profiles (CSWST2)
- ix. Landscape Planting Plan (CSWST2)
- x. Streetscape Finishes and Furnishes Plan (CSWST2)
- xi. Lighting Plan (CSWST2)
- xii. Traffic Signal Plan (Fehr and Peers)
- xiii. Communication Plans, signal interconnect (Fehr and Peers)
- xiv. Construction Staging and Phasing (CSWST2)
- xv. Erosion Control Plans (CSWST2)

- B. Specifications.** Our team will revise the technical specifications for the 50% submittal.

- C. Cost Estimate.** Our team will revise the cost estimate prepared for the 50% submittal.

- 7.3 Contract Management.** We will complete the tasks as identified in Task 1.4 including attending up to two (2) coordination meetings.

Key Deliverables

- a. Volume Assumption Memorandum and Operation Analysis Result Summary
- b. Revised 50% Construction Document Submittal

Task 8. Mid-Pilot Traffic Operation Assessment (OPTIONAL)

8.1 Mid-Pilot Traffic Operations Assessment. After conducting the mid-pilot evaluation as described in Task 5.3, Fehr & Peers will coordinate with the City of East Palo Alto to determine whether a mid-pilot traffic operations assessment task is needed. If mid-pilot data collection or public outreach indicates major traffic operational issues along University Avenue, as well as unexpected traffic diversion or queue spillback onto adjacent streets, Fehr & Peers will conduct additional analysis using Synchro/SimTraffic during the mid-pilot period. This analysis will reassess traffic operations to develop signal timing improvements for the intersections listed in Task 2.1B, as well as identify other strategies that could be implemented during the second half of the pilot program. If traffic operation issues are identified on Donohoe Street due to traffic diversion from the road diet pilot program, Fehr & Peers will expand the Synchro/SimTraffic traffic operation analysis network to include additional intersections along Donohoe Street, including Euclid Avenue, the US-101 northbound on-ramp, Cooley Avenue, and the US-101 northbound off-ramp, to recommend potential signal timing improvements for these intersections.

Key Deliverables

- a. Draft and Final Mid-Pilot Traffic Operation Assessment Summary and Updated Signal Timing and Coordination Plans

Task 9. Traffic Signal Modification (OPTIONAL)

Fehr & Peers will perform the following additional tasks if temporary signal modifications are determined to be necessary based on the finalized quick-build road diet alternative for the pilot program.

9.1 Traffic Signal PS&E. Fehr & Peers will develop signal modification plans and schedules, signal restoration plans and schedules, specifications, and cost estimates (PS&E) for up to one intersection from list below at the 65% and 100% level of design. Any additional signal modification design services would be provided under a separate scope and fee amendment.

- University Avenue / Bay Road
- University Avenue / Runnymede Street
- University Avenue / Bell Street
- University Avenue / Donohoe Street.

Given the quick-build nature of the road diet pilot program, we assume that only temporary signal equipment or equipment mounted to existing poles will be used.

We anticipate one round of consolidated comments from the City of East Palo Alto at the 65% level and one resubmission of the plans, specifications, and cost estimates at the 100% level of design. It is assumed that CSWST2 will provide Fehr & Peers proposed improvement plans (including geometry), topographic survey of the project area, and utility and right-of-way information for the intersections. The plans will be prepared in accordance with Caltrans and City of East Palo Alto design standards using AutoCAD. Plans will be submitted to CSWST2 in PDF format for inclusion in the submittal package. Each design level includes a total of two PS&E submittals and one response to a consolidated set of comments from the City of East Palo Alto.

Key Deliverables

- a. Signal Modification Plans and Schedules, Signal Restoration Plans and Schedules, Specifications and Cost Estimates at 65% and 100% Level of Design.

ID	Task Name	Duration	Start	Finish	Predecessors	Resource Names	2027												2028																		
							Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
1	University Avenue Grand Corridor	832 days	Mon 8/25/25	Tue 10/31/28																																	
2	Notice to Proceed	0 days	Mon 8/25/25	Mon 8/25/25																																	
3	Task 1 Opportunities and Constraints	50 days	Mon 8/25/25	Fri 10/31/25																																	
15	Task 2 Corridor Options and Refinement	65 days	Mon 11/3/25	Fri 1/30/26																																	
32	Task 3 Concept Plan	26 days	Mon 1/26/26	Tue 3/3/26																																	
38	Pilot Project	518 days	Tue 7/7/26	Thu 6/29/28																																	
39	Task 1 Pilot Project Initiation	26 days	Tue 7/7/26	Tue 8/11/26																																	
40	Kick-Off	1 day	Tue 7/7/26	Tue 7/7/26	32FS+90 days																																
41	Traffic Data Collection	10 days	Wed 7/8/26	Tue 7/21/26	40																																
42	Pre Pilot Community Outreach	4 wks	Wed 7/15/26	Tue 8/11/26	40FS+5 days																																
43	Task 2 Pilot Project Implementation Plans	85 days	Wed 7/8/26	Tue 11/3/26																																	
44	Traffic Analysis	30 days	Wed 7/8/26	Tue 8/18/26																																	
45	Traffic Operations Anlysis	6 wks	Wed 7/8/26	Tue 8/18/26	40																																
46	Signal Timing Coordination Improvement	6 wks	Wed 7/8/26	Tue 8/18/26	40																																
47	Cut-Throuh Traffic Management	6 wks	Wed 7/8/26	Tue 8/18/26	40																																
48	Traffic Signal Design Review	6 wks	Wed 7/8/26	Tue 8/18/26	40																																
49	65% Implementation Documents	30 days	Wed 8/19/26	Tue 9/29/26																																	
50	Develop 65% Documents	4 wks	Wed 8/19/26	Tue 9/15/26	44																																
51	City Review	10 days	Wed 9/16/26	Tue 9/29/26	50																																
52	100% Implementation Document	25 days	Wed 9/30/26	Tue 11/3/26																																	
53	Develop 100% Documents	15 days	Wed 9/30/26	Tue 10/20/26	51																																
54	City Review	10 days	Wed 10/21/26	Tue 11/3/26	53																																
55	Task 3 CEQA Compliance	15 days	Wed 9/30/26	Tue 10/20/26																																	
56	Prepare Technial Memorandum	2 wks	Wed 9/30/26	Tue 10/13/26	51																																
57	Prepare NOE	5 days	Wed 10/14/26	Tue 10/20/26	56																																
58	Task 3 Bidding & Installation Suppo	121 days	Wed 11/4/26	Wed 4/21/27																																	
59	Project Bid Notice	15 days	Wed 11/4/26	Tue 11/24/26	54																																
60	Contractor Selected	15 days	Wed 11/25/26	Tue 12/15/26	59																																
61	Council Awards	1 day	Wed 1/6/27	Wed 1/6/27	60FS+15 days																																
62	Pilot Installation	45 days	Thu 2/18/27	Wed 4/21/27	61FS+30 days																																
63	Task 5 Monitoring & Engagement	240 days	Thu 5/6/27	Wed 4/5/28																																	
64	Month 0 to 6	6 mons	Thu 5/6/27	Wed 10/20/27	62																																
65	Mid-Pilot Project Evaluation Repo	1 mon	Thu 10/21/27	Wed 11/17/27	64																																
66	Presenation to Concil	1 day	Thu 11/18/27	Thu 11/18/27	65																																
67	Month 6 to 12	6 mons	Thu 10/21/27	Wed 4/5/28	64																																
68	Task 6 Evaluation & Reporting	42 days	Thu 4/6/28	Fri 6/2/28																																	

Cost Proposal

City of East Palo Alto
University Avenue Pilot Project
CSWST2

Tasks		Labor																		ODCs	Total
Task #	Task Description	Prinicipale	Project Manager	Urban Design & Outreach	Landscape Architect	Graphic Illustrator	Senior Engineer	Engineer 2	Engineer 1	Total Hours	Total Labor Costs	Traffic Project Manager	Traffic Principle	Traffic Engineer-in-Charge	Traffic Technical Support	Traffic Engineer	Traffic CAD Technician	Traffic Project Coordinator	Other Direct Costs	Total Fee	
		Robert Stevens	Julia Harberson	Jessie Maran	Varies	Brenda Payne	Varies	Varies	Varies			Varies	Varies	Varies	Varies	Varies	Varies				
		\$285	\$254	\$254	\$249	\$139	\$213	\$185	\$152			\$215	\$405	\$330	\$310	\$205	\$205	\$175			
1	Pilot Project Initiation	2	6	28	-	55	-	4	-	95	\$17,591	38	16	4	-	18	-	12	\$21,760	\$39,351	
2	Pilot Project Implementation Plans	4	8	-	18	-	-	80	40	150	\$28,534	62	32	16	30	146	2	32	\$76,810	\$105,344	
3	CEQA Compliance and Environmental Clearance	=	=	=	=	=	=	=	=	0	\$0	=	=	=	=	=	=	=	\$0	\$0	
4	Bidding & Installation Support	-	2	-	-	-	-	4	6	12	\$2,160	2	-	18	-	-	-	-	\$6,370	\$8,530	
5	Monitoring & Engagement	-	2	28	-	40	-	4	-	74	\$13,920	72	20	-	12	138	-	32	\$61,190	\$75,110	
6	Evaluation & Reporting	2	12	28	-	40	-	20	-	102	\$19,990	24	16	-	16	70	-	16	\$33,750	\$53,740	
	Reimbursables	-	\$ 500	\$ 10,000	-	-	-	-	-	0	\$10,500	\$ 16,900	-	-	-	-	-	-	\$16,900	\$27,400	
		-	-	-	-	-	-	-	-	0	\$0	-	-	-	-	-	-	-	\$0	\$0	
	Proposal Subtotal	\$ 2,280	\$ 8,120	\$ 31,336	\$ 4,482	\$18,765	\$ -	\$20,720	\$ 6,992	433	\$92,695	\$ 59,470	\$ 34,020	\$ 12,540	\$ 17,980	\$ 76,260	\$ 410	\$ 16,100	\$216,780	\$ 309,475	
	Optional Services																				
7	University Avenue Grand Corridor Plan Revisions	2	10	-	40	-	-	40	80	172	\$32,630	150	60	174	32	419	32	113	\$236,120	\$268,750	
8	Mid-Pilot Traffic Operation Assessment	-	-	-	-	-	-	-	-	-	\$0	24	12	-	16	71	-	15	\$32,160	\$32,160	
9	Traffic Signal Modifications	-	-	-	-	-	-	-	-	-	\$0	26	8	40	-	106	12	22	\$50,070	\$50,070	
10	-----	-	-	-	-	-	-	-	-	-	\$0	-	-	-	-	-	-	-	\$0	\$0	
11	-----	-	-	-	-	-	-	-	-	-	\$0	-	-	-	-	-	-	-	\$0	\$0	
	Total Optional Services	\$570	\$2540	\$0	\$9960	\$0	\$0	\$7400	\$12160	\$0	\$32,630	\$ 43,000	\$ 32,400	\$ 70,620	\$ 14,880	\$122,180	\$ 9,020	\$ 26,250	\$318,350	\$350,980	
	Total Including Optional Services	\$ 2,850	\$ 10,660	\$ 31,336	\$ 14,442	\$18,765	\$ -	\$28,120	\$19,152	433	\$125,325	\$102,470	\$ 66,420	\$ 83,160	\$ 32,860	\$198,440	\$ 9,430	\$ 42,350	\$535,130	\$660,455	

\$309,475+\$50,070 = \$359,545



EAST PALO ALTO CITY COUNCIL STAFF REPORT

DATE: July 21, 2026

TO: Honorable Mayor and Members of the City Council

VIA: Melvin E. Gaines, City Manager

BY: Shiri Klima, Assistant City Manager
Maurice Baker, Community Services Manager

SUBJECT: FY2027 Transient Occupancy Tax Grants Recommendations

Recommendation

1. Adopt a resolution authorizing the City Manager to award twelve Transient Occupancy Tax (TOT) grants from the CYSF Fund, in a form approved by the City Attorney, for \$388,797, in an amount not-to-exceed \$400,000, for the FY2027 grant cycle and negotiate and execute agreements with:
 - a. Bay Area Urban Eagles (\$30,000)
 - b. The Circuit (\$30,000)
 - c. Canopy (\$30,000)
 - d. EPACENTER (\$40,000)
 - e. EPA Greyhounds (\$30,000)
 - f. EPA Razorbacks (\$39,840)
 - g. Fresh Approach (\$38,797)
 - h. Hope Horizon (\$30,000)
 - i. Live in Peace (\$40,000)
 - j. MPAA Mastodons (\$30,000)
 - k. Step it Up Dance (\$30,000)
 - l. StreetCode Academy (\$30,000)
2. Finding that the proposed action does not constitute a “project” with the meaning of the California Environmental Quality Act (“CEQA”) pursuant to CEQA Guidelines sections

15378(b)(4) and (5) in that it is a governmental fiscal, organizational or administrative activity that will not result in direct or indirect changes in the environment.

Executive Summary

The City of East Palo Alto receives Transit Occupancy Tax (TOT) revenue from lodging stays of thirty or fewer consecutive days. TOT revenue is split between the General Fund (80%), Affordable Housing Fund (10%), and Children, Youth and Family Services, including Senior Citizens (10%).

The City uses Children, Youth and Family Services funds to provide grants to local serving non-profits that provide programs that for East Palo Alto residents, in accordance with Chapter 3.68 of the Municipal Code. At the beginning of FY 2026-27 (July 1, 2026 through June 30, 2027), the CYSF TOT Fund reserve balance is projected to be approximately \$723,000. The FY 2026-27 Community Services Division budget includes \$550,000 for the annual CYSF TOT grant cycle. At the close of the application period, staff received 20 requests for over \$780,000 in grant funds. As in previous years, due to administrative workload and staff capacity, it is recommended that we continue the proceed with no more than 12 grantees per cycle that can receive up to \$40,000.

Alignment with City Council Strategic Plan

This recommendation is primarily aligned with:

Priority: Parks, Recreation, and Community Facilities

Background

Chapter 3.68 of the Municipal Code, the uniform transient occupancy tax (TOT ordinance), establishes the imposition of a 12 percent tax on “hotel” stays. Hotels are broadly defined and include hotels, motels, lodging houses, apartment houses, dormitory and other similar structures occupied by transients for dwelling, lodging or sleeping purposes. Transient stays are defined as stays for 30 or fewer consecutive days. This tax was originally imposed by the voters in 1998. In 2002, East Palo Alto voters modified the TOT ordinance to require the dedication of 10 percent of TOT revenue to affordable housing and 10 percent to children, youth and family services, including senior citizens (CYFS).

According to the Municipal Code Section 3.68.150, CYFS revenues can only be used to:

1. Support comprehensive, integrated, and community-based systems of services and support systems for children, youth, and their families and seniors to promote individual and community health, recreation, and cultural arts, and;
2. Fund grants or loans to nonprofit service providers headquartered in East Palo Alto or for which a majority of clients served are East Palo Alto residents.

In Spring 2014, the City Council adopted a policy to use a Community Grants Review Panel (Panel) comprised of East Palo Alto residents, business owners, and industry experts to review and rank proposals for CYFS funds. The City works with the Panel annually to make CYFS funding recommendations to the City Council. For this years grant cycle, the review panel consisted of:

- George Safi (Four Seasons Representative)
- Michelle Goudeaux (Large Business Representative, LBA Realty)
- Sean Ripley (Community Resident)
- Debra Turner (Small Business Owner, Above All Insurance)

In the previous grant cycle, Council asked staff to provide support for two additional organizations. Lewis & Joan Platt East Palo Alto Family YMCA and EPACENTER. Below is the timeline for how the application process was completed.

- **February 27, 2026-** Released the Notice of Funding Availability (NOFA)
- **March 13, 2026-** Completed two mandatory information sessions for those who were interested in applying
- **March 20, 2026-** Closed the Q&A period for interested applicants
- **April 3, 2026-** Application period was closed and 20 applications were received
- **June 2026-** Application review period ends

Analysis

Understanding that East Palo Alto annually brings in conservatively \$275,000 in CYSF TOT revenue, staff understands the need to maintain a positive fund balance for grant cycles to continue as is. After receiving 20 applications for this cycle, the grants review panel reviewed all complete applications using the following rubric:

- Proposed programming will serve a majority of EPA residents (25 points)
- Program impact (10 points)
- Number of projected participants (5 points)
- Indicators and objectives (5 points)
- Mechanisms for Measurement (5 points)
- Projected hours of programming (5 points)

It was the intention of last year's CGRP to focus on two specific criteria: making sure that the programming that is proposed will serve East Palo Alto residents and ensuring the impact will be meaningful. The value these points should have on our community strongly refers to the impetus of the tax's original intent.

Following the notice of funding, we received 20 applications and ensured application completeness so that review would be more streamlined. Below is a list of organizations in alphabetical order.

Organization	Funds Requested	Program Description
Anamatangi Polynesian Voices	\$18,000	One-Day Event honoring NAPI community
Araminta Ross Foundation	\$10,000	One-Day Event recognizing "Black August"
Bay Area Urban Eagles	\$40,000	Aviation Training & Curriculum
Build Play Learn Labs	\$40,000	STEM, Robotics, Summer Camp
Canopy	\$40,000	Urban Foresters Program
The Circuit	\$30,000	Technology & Innovation programming
EPACENTER	\$40,000	Nine Community Arts Festivals
EPA Community Archive	\$40,000	Youth Historians docent program
EPA Greyhounds	\$40,000	Competitive youth sports programming
EPA Razorhawks	\$39,840	Competitive youth rugby programming
Fit to the Core	\$40,000	Recreation for Active Older Adults 55+
Fresh Approach	\$38,797	Access to Healthy Food & Resources
Fua Dia Kongo	\$40,000	Cultural dance instruction & programming
Hope Horizon	\$40,000	Academics, Robotics, Six-week Camp
Live in Peace	\$40,000	HS Age Program targeting at-risk
MPAA Mastodons	\$40,000	Holistic youth sports competitive program
Step It Up Dance	\$40,000	Dance instruction & two community events
StreetCode Academy	\$40,000	On-site immersive youth tech programming
Tulip L. Jones Women's Club	\$40,000	Activities focusing on active aging adults
YCS	\$40,000	Disaster preparedness programming
TOTAL	\$736,637	

Following the review period, the highest score received 150.3 out of the 180 available and that organization was Live in Peace. To ensure the most effective administration of the grants, staff continue to recommend awarding 12 organizations per cycle. This would mean the organization with the highest point total is 151 and the lowest would be 128. It was stated multiple times by the CGRP that this was an incredibly difficult process with many organizations worthy of awarding.

The recommendations listed below in order of highest ranking have been provided following the final review of the CGRP after discussion and staff recommendation for funding. Organizations that have shown the ability to effectively administer the full funding amount have received the recommendation for their request to ensure fiscal conservatism for future funding rounds. Staff will continue to evaluate and track organizations for their completion of deliverables and service to the community. At the time of budget adoption, funds were set aside from the General Fund to support programming from EPACENTER and YMCA. With the EPACENTER receiving those funds and also being recommended for this grant cycle to host nine Community Arts Festival dates in FY2027, staff will ensure there is no duplicative programming that is proposed using General Funds while negotiating an agreement and scope of services. No proposal has been provided at the time of this report.

Organization	Amount Requested	Amount Recommended
Live in Peace	\$40,000	\$40,000
Fresh Approach	\$38,797	\$38,797
MPAA Mastodons	\$40,000	\$30,000
EPA Greyhounds	\$40,000	\$30,000
EPA Razorhawks	\$39,840	\$30,000
Step it Up Dance	\$40,000	\$30,000
EPACENTER	\$40,000	\$40,000
Bay Area Urban Eagles	\$40,000	\$30,000
The Circuit	\$30,000	\$30,000
Canopy	\$40,000	\$30,000
Hope Horizon	\$40,000	\$30,000
StreetCode Academy	\$40,000	\$30,000
TOTAL	\$468,637	\$388,797

Organizations that were proposing programming prior to September 2027 will be requested to amend their Scope of Services so that it may align with the grant funding cycle unless that are able to absorb the cost of programs served while awaiting reimbursement.

Going forward, if we seek to continue the TOT Grants programs, we will have to adjust the grant amounts as we bring in \$275,000 to the CYSF Fund and have been annually issuing \$400,000 plus award cycles. Seeing as how unsustainable this is, it would be advantageous to develop alternative strategies.

Fiscal Impact

The FY 2026-27 Community Services Division budget includes \$550,000 for the CYSF TOT grant cycle. The recommended grant awards total \$400,000 and are fully funded within the adopted FY 2026-27 budget; therefore, no additional appropriation is required. The CYSF TOT Fund reserve balance is projected to be approximately \$723,000 at the beginning of FY 2026-27. Approval of the recommended grant awards will utilize \$400,000 of the \$550,000 budgeted for the grant cycle.

Public Notice

The public was provided notice by making the agenda and report available on the City's website and on a bulletin board located at City Hall: 2415 University Avenue, East Palo Alto.

Environmental

The action being considered by the City Council is exempt from the California Environmental Quality Act (CEQA) because it is not a "project" subject to the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines sections 15378(b)(4) and (5), because it is a governmental fiscal, organizational, or administrative activity that does not commit the City to

any specific project that may cause a direct or reasonably foreseeable indirect physical change in the environment; and, in the alternative, the action is covered by the common-sense exemption (CEQA Guidelines section 15061(b)(3)). Any funded activity that is later defined as a specific project will be subject to CEQA review at that time.

Government Code § 84308

Applicability of Levine Act: Yes.

Analysis of Levine Act Compliance: The signatories for the agreements are set forth below as “parties”. Staff is unaware of any other parties or participants relevant to the Council’s consideration of this item.

Parties:

Live in Peace, Heather Starnes-Logwood
Fresh Approach, Laura DeTar
MPAA Mastodons, Jeffrey Austin
EPA Greyhounds Youth Sports Club, Eric Stuart
EPA Razorhawks, Alexander Key
Step It Up Dance 4Lyfe, Juakila McConnell
EPACENTER, Nadine Rambeau
Bay Area Urban Eagles, Michael Mashack
The Circuit EPA, Michele Sharkey
Canopy, Beth May
Hope Horizon, Josette Langevine
StreetCode Academy, Olatunde Sobomehin

Attachments

1. Resolution.
2. Grant Recommendation List
3. Grant-Recommended Applications

RESOLUTION NO. XX – 2026

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF EAST PALO ALTO**

**AUTHORIZING THE CITY MANAGER TO AWARD TWELVE TRANSIENT OCCUPANCY
TAX (TOT) GRANTS FROM THE CYSF FUND, IN A FORM APPROVED BY THE CITY
ATTORNEY, FOR \$388,797, IN AN AMOUNT NOT-TO-EXCEED \$400,000, FOR THE
FY2027 GRANT CYCLE AND NEGOTIATE AND EXECUTE AGREEMENTS**

WHEREAS, each year, the city of East Palo Alto receives tax revenue from residency stays at the city's hotel that are called Transient Occupancy Tax (TOT) based on their individual stays; and

WHEREAS, revenue goes to the General Fund (80%), Housing (10%), and Community Services & Recreation (10%); and

WHEREAS, in the Community Services & Recreation division, the funds are used to issue grants to local serving non-profits that are doing programs that serve East Palo Alto residents according to Chapter 3.68 of the Municipal Code; and

WHEREAS, understanding that East Palo Alto annually brings in conservatively brings in \$275,000 in CYSF TOT revenue, staff understands the need to maintain a positive fund balance for grant cycles to continue as is; and

WHEREAS, following the notice of funding, we received 20 applications requesting over \$700,000 in grant funds and following the review period by the Community Grants Review Panel narrowed that down to \$388,797; and

WHEREAS, the recommendations listed below in order of highest ranking have been provided following discussion and staff recommendation for funding; and

WHEREAS, the proposed grants being awarded do not constitute "projects" within the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines sections 15378(b)(4) because awarding such grants is a fiscal activity which does not involve any commitment to any specific project which may result in a potentially significant impact on the environment.\

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF EAST PALO ALTO HEREBY:

1. Finds the foregoing recitals are true and correct, and are incorporated by this reference into this action; and
2. Authorizing the City Manager to award twelve Transient Occupancy Tax (TOT) grants from the CYSF fund, in a form approved by the City Attorney, for \$388,797, in an amount not-to-exceed \$400,000, for the FY2027 grant cycle and negotiate and execute agreements;
 - A. Live in Peace
 - B. Fresh Approach
 - C. MPAA Mastodons
 - D. EPA Greyhounds Youth Sports Club
 - E. EPA Razorhawks
 - F. Step It Up Dance

- G. EPACENTER
- H. Bay Area Urban Eagles
- I. The Circuit EPA
- J. Canopy
- K. Hope Horizon
- L. StreetCode Academy

3. Finds that the action being considered by the City Council is exempt from the California Environmental Quality Act (CEQA) because it is not a “project” pursuant to 15378(b)(4) because it is a fiscal activity which does not involve any commitment to any specific project which may result in a potentially significant impact on the environment.

PASSED AND ADOPTED this **21st** day of **July 2026**, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Webster Lincoln, Mayor

ATTEST:

APPROVED AS TO FORM:

James Colin, City Clerk

John D. Lê, City Attorney



EAST PALO ALTO SANITARY DISTRICT STAFF REPORT

DATE: July 21, 2026

TO: Honorable Members of the City of East Palo Alto City Council, Governing Board to the East Palo Sanitary District, a Subsidiary of the City of East Palo Alto

VIA: Melvin E. Gaines, General Manager

BY: Tomohito Oku, District Treasurer
Jessica Y Caballero, Financial Services Manager

SUBJECT: Cash Disbursement Report for April 2026

Recommendation

Accept the cash disbursement report required pursuant to California Health and Safety Code Section 6794.

Alignment with City Council Strategic Plan

This recommendation is primarily aligned with:

Priority: Governance, Organizational Strength, and Fiscal Sustainability
Priority: Public Health, Safety, and Quality of Life

Background

On November 15, 2023, the San Mateo Local Area Formation Commission (“LAFCo”) unanimously approved the City of East Palo Alto’s application requesting that the East Palo Alto Sanitary District (“District” or “EPASD”) be made a subsidiary of the City of East Palo Alto.

On October 1, 2024, the reorganization of the District as a subsidiary of the City of East Palo Alto (City), and the City Council its governing board, became effective. Prior to and since that time, staff has worked diligently toward a peaceful and smooth transition. To that end, one aspect of that transition has required staff to review local rules and regulations of EPASD that may require amendment in light of the reorganization.

California Health and Safety Code (H&S) Section 6794 allows the Board to adopt a procedure



EPASD BOARD MEETING CONSENT CALENDAR 11.1

that provides for checks or warrants to pay claims and demands without approval by the Board of Directors before payment if the District Treasurer determines that the demands are payable within the District's approved budget.

On December 3, 2024, the Board adopted an ordinance amending various provisions of the Sanitary District Code including Section 303 Appointed Positions, which authorizes District Treasurers to perform duties including the deposit and withdrawal of funds of the District, issuance of checks or warrants to pay claims and demands without approval by the Board before payment if the District Treasurer determines that the demands are payable within the District's approved budget.

Furthermore, H&S Section 6794 requires staff to present cash disbursements to the Board at the next regular Board meeting and seek Board approval if demands exceed the District's approved budget.

This staff report is provided for informational purposes and details all cash disbursements for the month ending April 2026, as approved by the District Treasurer. As of April 30, 2026, actual expenses remain within the District's approved budget. Year-to-date expenditures total \$5.0 million, compared to the amended budget of \$6.8 million, representing 74% of the budget spent to date.

Analysis

The following cash disbursements have been approved by the District Treasurer pursuant to the District Code Section 303, and are hereby reported to the Board:

EPASD Cash Disbursement Reports For Period Ending April 30, 2026

Name	Invoice Number	Description	Check Amount	Check Issue Date
AA LOCK & ALARM INC.	37202	High security key	\$ 87.23	4/3/2026
AppleOne, Inc	01-7236858	Staffing Services	\$ 1,517.28	4/3/2026
AppleOne, Inc	01-7267900	Staffing Services	\$ 912.96	4/3/2026
AppleOne, Inc	01-7275718	Staffing Services	\$ 1,517.28	4/17/2026
CALIF PUBLIC EMPLOYEES'	H878*	Total retired only premium	\$ 10,300.15	4/30/2026
Cardena's Tires Mobile Service & Mechani	0109	Service call and rear tire flat repair	\$ 100.00	4/24/2026
CASEY CONSTRUCTION INC.	202209022	Project closeout for Light Tree sewer replacement project	\$ 3,862.84	4/17/2026
CITY OF PALO ALTO	7800007616	4TH QUARTER FY25/26 O&M OF RWQCP	\$ 605,889.03	4/17/2026
COMCAST	0844 04/202	Reoccurring charges for ACC#708960844 EPASD 04/2026	\$ 934.61	4/24/2026
COMCAST	8155200070	Reoccurring charges for ACCT#8155 20 007 0165362 for APRIL 2026 EPASD	\$ 466.31	4/10/2026
Degree HVAC, Inc	42737	Installation of a new flame sensor and a new capacitor for the HVAC system	\$ 820.00	4/3/2026
DISCOUNT PLUMBING INC	20260310	Inspection fee refund for 1986 Euclid Ave	\$ 992.00	4/24/2026
Everon, LLC	160700636	BRIVO STANDARD READER LICENSE, EXTENDED SERVICE	\$ 75.00	4/10/2026
Everon, LLC	160700637	EXTENDED SERVICE PROTECTION	\$ 54.99	4/10/2026
Everon, LLC	160700638	EXTENDED SERVICE PROTECTION	\$ 150.00	4/10/2026
Everon, LLC	160700639	Service at EPASD	\$ 75.00	4/10/2026
FREYER & LAURETA INC.	26-152	EPASD MASTER PLAN INFRASTRUCTURE PLANNING SUPPORT	\$ 1,838.00	4/3/2026
HOME DEPOT CREDIT SVCIES	3524209	EPASD FACILITY	\$ 103.55	4/24/2026
Instrument Technology Corporation	26621	Underground utility marking	\$ 6,639.92	4/3/2026
Marquee Pest Management, Inc.	208020	SERVICE FOR E.B.S	\$ 125.00	4/10/2026
Marquee Pest Management, Inc.	210396	SERVICE FOR E.B.S	\$ 125.00	4/10/2026
Marquee Pest Management, Inc.	210397	R&M Ants/roach /GP	\$ 77.00	4/10/2026

**Manual checks are identified by the prefix "H" before the check number*



EPASD BOARD MEETING CONSENT CALENDAR 11.1

EPASD Cash Disbursement Reports For Period Ending April 30, 2026 (Continued)

Name	Invoice Number	Description	Check Amount	Check Issue Date
PACIFIC GAS & ELECTRIC	2164215266-0 03/2026	PACIFIC GAS & ELECTRIC EPASD 2164215266-0 for MAR 2026	\$ 87.96	4/10/2026
PACIFIC GAS & ELECTRIC	2205881930-5 03/2026	PACIFIC GAS & ELECTRIC EPASD 2205881930-5 FOR 2/14/26--3/17/26	\$ 175.29	4/3/2026
U.S.BANK CORPORATE PAYMENT SYSTEM	MARCH 2026	Microsoft Teams for EPASD	\$ 19.80	4/3/2026
U.S.BANK CORPORATE PAYMENT SYSTEM	MARCH 2026	EPASD - Attached Teams November	\$ 8.00	4/3/2026
U.S.BANK CORPORATE PAYMENT SYSTEM	MARCH 2026	EPASD - Web Forwarding	\$ 2.59	4/3/2026
U.S.BANK CORPORATE PAYMENT SYSTEM	MARCH 2026	General Office Supplies	\$ 87.88	4/3/2026
U.S.BANK CORPORATE PAYMENT SYSTEM	MARCH 2026	General Office Supplies	\$ 47.98	4/3/2026
U.S.BANK CORPORATE PAYMENT SYSTEM	MARCH 2026	General Office Supplies	\$ 68.98	4/3/2026
U.S.BANK CORPORATE PAYMENT SYSTEM	MARCH 2026	Membership	\$ 16.47	4/3/2026
U.S.BANK CORPORATE PAYMENT SYSTEM	MARCH 2026	General Office Supplies	\$ 49.70	4/3/2026
U.S.BANK CORPORATE PAYMENT SYSTEM	MARCH 2026	Operating Supplies	\$ 395.54	4/3/2026
U.S.BANK CORPORATE PAYMENT SYSTEM	MARCH 2026	Membership	\$ 252.00	4/3/2026
U.S.BANK CORPORATE PAYMENT SYSTEM	MARCH 2026	Membership	\$ 251.00	4/3/2026
VEOLIA WATER NORTH AMERIC	366303	Charges for account 386303 3/6/26-4/5/26 EPASD	\$ 65.18	4/17/2026
VEOLIA WATER NORTH AMERIC	385576	WATER BILL FOR EPASD FOR 3/6/26-4/5/26 acct#385576	\$ 367.18	4/17/2026
			\$ 638,558.70	

**Manual checks are identified by the prefix "H" before the check number*

Fiscal Impact

There is no budget impact by this action as the year-to-date cash disbursements did not exceed the District's approved budget.

Public Notice

The public was provided notice by making the agenda and report available on the City's website and on a bulletin board located at City Hall: 2415 University Avenue, East Palo Alto.

Environmental

The proposed action is not a "project" under California Environmental Quality Act (CEQA) pursuant to CEQA Guideline section 15378(b)(4) because it is a fiscal activity which does not involve any commitment to any specific project which may result in a potentially significant impact on the environment.

Government Code § 84308

Applicability of Levine Act: No, as the proposed action involves no entitlement.

Analysis of Levine Act Compliance: Not applicable.

Attachments: None.



EAST PALO ALTO SANITARY DISTRICT STAFF REPORT

DATE: July 21, 2026

TO: Honorable Members of the City of East Palo Alto City Council, Governing Board to the East Palo Sanitary District, a Subsidiary of the City of East Palo Alto

VIA: Melvin E. Gaines, General Manager

BY: Tomohito Oku, District Treasurer
Jessica Y Caballero, Financial Services Manager

SUBJECT: Cash Disbursement Report for May 2026

Recommendation

Accept the cash disbursement report required pursuant to California Health and Safety Code Section 6794.

Alignment with City Council Strategic Plan

This recommendation is primarily aligned with:

Priority: Governance, Organizational Strength, and Fiscal Sustainability
Priority: Public Health, Safety, and Quality of Life

Background

On November 15, 2023, the San Mateo Local Area Formation Commission (“LAFCo”) unanimously approved the City of East Palo Alto’s application requesting that the East Palo Alto Sanitary District (“District” or “EPASD”) be made a subsidiary of the City of East Palo Alto.

On October 1, 2024, the reorganization of the District as a subsidiary of the City of East Palo Alto (City), and the City Council its governing board, became effective. Prior to and since that time, staff has worked diligently toward a peaceful and smooth transition. To that end, one aspect of that transition has required staff to review local rules and regulations of EPASD that may require amendment in light of the reorganization.

California Health and Safety Code (H&S) Section 6794 allows the Board to adopt a procedure



EPASD BOARD MEETING CONSENT CALENDAR 11.2

that provides for checks or warrants to pay claims and demands without approval by the Board of Directors before payment if the District Treasurer determines that the demands are payable within the District's approved budget.

On December 3, 2024, the Board adopted an ordinance amending various provisions of the Sanitary District Code including Section 303 Appointed Positions, which authorizes District Treasurers to perform duties including the deposit and withdrawal of funds of the District, issuance of checks or warrants to pay claims and demands without approval by the Board before payment if the District Treasurer determines that the demands are payable within the District's approved budget.

Furthermore, H&S Section 6794 requires staff to present cash disbursements to the Board at the next regular Board meeting and seek Board approval if demands exceed the District's approved budget.

This staff report is provided for informational purposes and details all cash disbursements for the month ending May 2026, as approved by the District Treasurer. As of May 31, 2026, actual expenses remain within the District's approved budget. Year-to-date expenditures total \$4.1 million, compared to the amended budget of \$6.8 million, representing 78% of the budget spent to date.

Analysis

The following cash disbursements have been approved by the District Treasurer pursuant to the District Code Section 303, and are hereby reported to the Board:

EPASD Cash Disbursement Reports For Period Ending May 31, 2026

Name	Invoice Number	Description	Check Amount	Check Issue Date
AppleOne, Inc	01-7279214	Staffing Services	\$ 1,217.28	5/1/2026
AppleOne, Inc	01-7283849	Staffing Services	\$ 1,217.28	5/1/2026
AppleOne, Inc	01-7287012	Staffing Services	\$ 1,519.44	5/8/2026
AppleOne, Inc	01-7293990	Staffing Services	\$ 1,521.60	5/22/2026
AppleOne, Inc	01-7299866	Staffing Services	\$ 1,521.60	5/29/2026
CALIF PUBLIC EMPLOYEES'	H888*	EPASD HEALTH PREMIUM	\$ 10,310.91	5/28/2026
COMCAST	1004026887	Reoccurring charges for ACC#708960844 EPASD 05/2026	\$ 424.41	5/22/2026
Degree HVAC, Inc	43138	Quarterly Maintenance	\$ 250.00	5/1/2026
EIDE BAILLY LLP	EIO 1999688	Audit Services FY24-25	\$ 20,000.00	5/22/2026
Evergreen Hardwood Floors, Inc	3752	Flooring removal services and installation of Vinyl SPC flooring with reducers	\$ 515.73	5/1/2026
Evergreen Hardwood Floors, Inc	3783	Flooring removal services and installation of Vinyl SPC flooring with reducers	\$ 825.00	5/29/2026
Everon, LLC	160852697	BRIVO STANDARD READER LICENSE, EXTENDED SERVICE PROTECTION	\$ 75.00	5/15/2026
Everon, LLC	160852698	Service at EPASD	\$ 54.99	5/22/2026
Everon, LLC	160852699	Service at EPASD	\$ 150.00	5/15/2026
Everon, LLC	160852700	Service at EPASD	\$ 75.00	5/15/2026
FREYER & LAURETA INC.	26-247	Engineering Services Pro 221010 EPASD ON CALL	\$ 2,945.00	5/1/2026
FREYER & LAURETA INC.	26-326	Engineering Services	\$ 5,402.00	5/15/2026
KREFELD'S AWARDS INC.	37610	Name plate & Engraving with colored logo for AC member	\$ 54.69	5/29/2026
Marquee Pest Management, Inc.	210981	check 5 EBS'S	\$ 125.00	5/8/2026
PACIFIC GAS & ELECTRIC	2164215266-0 04/2026	Clean energy	\$ 44.93	5/8/2026
PACIFIC GAS & ELECTRIC	2205881930-5 04/2026	PACIFIC GAS & ELECTRIC EPASD 2205881930-5 FOR 3/18/26-4/15/26	\$ 56.45	5/1/2026
PACIFIC GAS & ELECTRIC	2205881930-5 05/2026	PACIFIC GAS & ELECTRIC EPASD	\$ 71.02	5/29/2026
Recology San Mateo County	61731436	Waste for month of March and April EPASD	\$ 756.68	5/22/2026
			\$ 306,367.31	

*Manual checks are identified by the prefix "H" before the check number



EPASD BOARD MEETING CONSENT CALENDAR 11.2

EPASD Cash Disbursement Reports For Period Ending May 31, 2026 (Continued)

Name	Invoice Number	Description	Check Amount	Check Issue Date
U.S.BANK CORPORATE PAYMENT SYSTEM	Apr-26	Membership Dues	\$ 95.00	5/22/2026
U.S.BANK CORPORATE PAYMENT SYSTEM	Apr-26	Catering for Meeting 03.12.2026	\$ 230.72	5/22/2026
U.S.BANK CORPORATE PAYMENT SYSTEM	Apr-26	Womens Leadership Summit	\$ 185.00	5/22/2026
U.S.BANK CORPORATE PAYMENT SYSTEM	Apr-26	Gate Openers	\$ 128.54	5/22/2026
U.S.BANK CORPORATE PAYMENT SYSTEM	Apr-26	Membership	\$ 16.47	5/22/2026
VEOLIA WATER NORTH AMERIC	385576	WATER BILL FOR EPASD FOR 4/6/26-5/5/26 acct#385576	\$ 367.18	5/22/2026
VEOLIA WATER NORTH AMERIC	386303	WATER BILL FOR EPASD FOR 4/6/26-5/5/26 acct#386303	\$ 84.68	5/22/2026
VEOLIA WATER NORTH AMERIC	415720	WATER BILL FOR EPASD FOR 4/6/26-5/5/26 acct#415720	\$ 5.65	5/22/2026
WEST BAY SANITARY DISTRIC	2025/26-075	FY25-26 Operation and Maintenance of the EPASD Sewer System - MAR 2026	\$ 122,357.17	5/1/2026
WEST BAY SANITARY DISTRIC	2025/26-078	FY25-26 Operation and Maintenance of the EPASD Sewer System - APR 2026	\$ 133,762.89	5/15/2026
			\$ 306,367.31	

**Manual checks are identified by the prefix "H" before the check number*

Fiscal Impact

There is no budget impact by this action as the year-to-date cash disbursements did not exceed the District's approved budget.

Public Notice

The public was provided notice by making the agenda and report available on the City's website and on a bulletin board located at City Hall: 2415 University Avenue, East Palo Alto.

Environmental

The proposed action is not a "project" under California Environmental Quality Act (CEQA) pursuant to CEQA Guideline section 15378(b)(4) because it is a fiscal activity which does not involve any commitment to any specific project which may result in a potentially significant impact on the environment.

Government Code § 84308

Applicability of Levine Act: No, as the proposed action involves no entitlement.

Analysis of Levine Act Compliance: Not applicable.

Attachments: None.



EAST PALO ALTO SANITARY DISTRICT STAFF REPORT

DATE: July 21, 2026

TO: East Palo Alto Sanitary District Board of Directors

VIA: Melvin E. Gaines, General Manager

BY: Matthew Vining, Utility Manager
Tomo Oku, Finance Director

SUBJECT: Public Hearing and Approval of Previously Adopted Sewer Service Charges to be Collected on the San Mateo County Tax Roll for FY 2026–27

Recommendation

1. Hold a public hearing to consider any objections or protests to the placement of EPASD's FY 2026–27 sewer service charges on the San Mateo County secured property tax roll pursuant to Health and Safety Code §5473–5473.4; and
2. Adopt a resolution:
 - a. Confirming the written report of charges and authorizing the charges to be submitted to the County Tax Collector for collection; and
 - b. Finding the proposed action does not constitute a “project” within the meaning of the California Environmental Quality Act (“CEQA”) pursuant to CEQA Guidelines sections 15378(b)(4) and (5) in that it is a governmental fiscal, organizational or administrative activity that will not result in direct or indirect changes in the environment.

Background

The East Palo Alto Sanitary District (EPASD) collects sewer service charges to fund operation, maintenance, and capital improvements of the sanitary sewer system. Pursuant to California Health and Safety Code Sections 5473–5473.4, the District may elect to collect such charges on the County tax roll. This method of collection requires that the District:

- Prepare a written report describing each parcel receiving sewer service and the amount of the charge;
- File the report with the Clerk
- Publish notice of a public hearing once a week for two consecutive weeks, with the second notice at least seven days before the hearing; and
- Hold a public hearing to consider any objections or protests to the report.

Prior to EPASD becoming a subsidiary district of the City of East Palo Alto, the former Board of Directors adopted the District's sewer service charges under the prior governance structure. In FY 2018-19, the Board adopted a Proposition 218-compliant five-year rate schedule through Resolution No. 1247, authorizing annual sewer service charges up to a maximum residential rate of \$720 per Equivalent Residential Unit (ERU). Subsequently, through Resolution No. 1366, the Board established the residential sewer service charge at \$660 per ERU for FY 2024-25. The District has continued to charge this same rate, and staff is not proposing any increase for FY 2026-27. This action authorizes the continued collection of the previously adopted sewer service charges through the San Mateo County secured property tax roll in accordance with California Health and Safety Code sections 5473 through 5473.4.

Analysis

The written report has been prepared and filed with the Clerk. It includes:

- Parcel-level charges for residential accounts (fixed rate per unit) and for commercial/industrial parcels (based on water consumption and assigned use category).
- Total charges proposed for FY 2026–27: \$5,222,125.74

The rates for FY 2026–27 remain unchanged from the prior fiscal year and are summarized below:

RESIDENTIAL

For each dwelling or living unit, a charge of six hundred sixty dollars (\$660) per year applies. This rate is based on the number of residential units. The adopted rate is \$660 per Equivalent Residential Unit (ERU).

COMMERCIAL AND INDUSTRIAL

Charges for commercial and industrial users are based on the prior year's water usage (12-month period during 2025–26), multiplied by the applicable rate per hundred cubic feet (HCF), as follows:

Customer Type	Rate per HCF
Restaurants	\$10.2042

Customer Type	Rate per HCF
Educational Facilities	\$5.5431
Offices and Churches	\$5.5431
Motels/Hotels	\$6.3528
Commercial	\$5.8826
Medical	\$6.3528
Industrial	\$6.3528
Recreational	\$5.8826

A minimum charge of \$660 per year is imposed on all commercial and industrial parcels, regardless of calculated usage.

Notices of the public hearing were published in accordance with State law. Upon conclusion of the hearing and adoption of the resolution, staff will submit the final parcel-level charge report and required authorizations to the San Mateo County Controller by July 31, 2026, in compliance with County procedures.

The accompanying resolution includes:

- Statutory authority under Health & Safety Code §§ 5473–5473.4;
- Fiscal year applicability (FY 2026–27);
- Authorization for the San Mateo County Controller to place the charges on the property tax roll;
- The total charges to be levied, and the highest and lowest amounts per parcel.

Fiscal Impact

There is no fiscal impact associated with this action. Use of the County tax roll for charge collection remains the most cost-effective and secure method for ensuring timely revenue for EPASD operations.

Public Notice

The public was provided notice by making the agenda and report available on the City's website and on a bulletin board located at City Hall: 2415 University Avenue, East Palo Alto. In addition, a notice of public hearing was published in a newspaper of general circulation on July 6, 2026, and on July 13, 2026.

Environmental

The proposed action does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines sections 15378(b)(4) and

(5) in that it is a governmental fiscal, organizational or administrative activity that will not result in direct or indirect changes in the environment.

Government Code § 84308

Applicability of Levine Act: No, as the proposed action does not involve an entitlement.

Analysis of Levine Act Compliance: Not applicable.

Attachments

1. Resolution
2. Written Report of Sewer Service Charges (Parcel Data)

RESOLUTION NO. XX– 2026

**A RESOLUTION OF THE BOARD OF
DIRECTORS OF THE EAST PALO
ALTO SANITARY DISTRICT**

**CONFIRMING THE REPORT OF SEWER SERVICE CHARGES FOR FISCAL YEAR 2026–27 AND
DIRECTING PLACEMENT OF THE CHARGES ON THE SAN MATEO COUNTY TAX ROLL FOR
COLLECTION**

WHEREAS, the East Palo Alto Sanitary District (the “District”) is authorized pursuant to California Health and Safety Code Sections 5473 through 5473.4 to collect sewer service charges on the County tax roll; and

WHEREAS, the District provides sewer service to residential, commercial, and industrial properties within its service area and imposes charges to recover the costs of providing such service; and

WHEREAS, the District has prepared and filed with the Clerk written report (the “Report”) containing a description of each parcel receiving sewer service and the amount of the charge to be imposed on each parcel for Fiscal Year 2026–27; and

WHEREAS, notice of a public hearing on the Report was published in a newspaper of general circulation once a week for two consecutive weeks, with the second publication occurring at least seven days prior to the hearing, in accordance with Health and Safety Code Section 5473.2; and

WHEREAS, the Board of Directors held a duly noticed public hearing on July 21, 2026, at which time all interested persons had the opportunity to be heard concerning the Report and the charges described therein; and

WHEREAS, the Board has considered the Report and any protests or objections thereto and now wishes to confirm the Report and direct that the charges be placed on the San Mateo County secured property tax roll for collection.

**NOW, THEREFORE, BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF THE EAST
PALO ALTO SANITARY DISTRICT HEREBY:**

1. Finds the foregoing recitals are true and correct and are incorporated by reference into this action.
2. The Board hereby confirms the written Report of sewer service charges for Fiscal Year 2026–27, which includes the following rates:

- Residential (fixed rate): \$660 per dwelling unit (Equivalent Residential Unit)
- Commercial/Industrial* (based on FY 2025–26 water usage):

Customer Type	Rate per HCF
Restaurants	\$10.2042
Educational Facilities	\$5.5431
Offices and Churches	\$5.5431
Motels/Hotels	\$6.3528
Commercial	\$5.8826
Medical	\$6.3528
Industrial	\$6.3528
Recreational	\$5.8826

*All commercial and industrial parcels are subject to a minimum annual charge of \$660.

3. The Board finds and declares that the total amount of sewer service charges to be collected for Fiscal Year 2026–27 is \$5,222,125.74 with the lowest parcel charge being \$660 and the highest being \$100,320.
4. Pursuant to Health and Safety Code Section 5473 and following the public hearing, the Board hereby orders the sewer service charges described in the Report to be placed on the San Mateo County secured property tax roll for Fiscal Year 2026–27.
5. The Board hereby authorizes the San Mateo County Controller to collect said charges on behalf of the District and to remit the collected amounts to the District and further authorizes staff to submit the confirmed charge data and this resolution to the County Controller's Office on or before July 31, 2026.
6. Finds that the action being considered does not constitute a "Project" within the meaning of the California Environmental Quality Act (CEQA), pursuant to CEQA Guideline sections 15378(b)(4) and (b)(5), in that it is a government administrative activity that will not result in direct or indirect changes in the environment.

PASSED AND ADOPTED 21st day of July 2026, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Ruben Abrica, Board President

ATTEST:

APPROVED AS TO FORM:

James Colin, Secretary

John D. Lê, District Counsel

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-090-020	1,169.60
063-090-060	0.00
063-090-060	660.00
063-090-070	6,402.28
063-090-080	0.00
063-090-090	687.34
063-102-090	660.00
063-102-100	660.00
063-102-110	660.00
063-102-120	660.00
063-102-130	660.00
063-102-150	660.00
063-102-160	660.00
063-102-170	660.00
063-102-180	660.00
063-102-190	660.00
063-102-200	660.00
063-102-210	660.00
063-102-220	660.00
063-102-230	660.00
063-102-240	660.00
063-102-250	660.00
063-102-260	660.00
063-102-270	660.00
063-102-280	660.00
063-102-290	660.00
063-102-300	660.00
063-102-310	660.00
063-102-320	660.00
063-102-330	660.00
063-102-340	660.00
063-102-350	660.00
063-102-360	660.00
063-102-370	660.00
063-102-380	660.00
063-102-390	0.00
063-102-460	660.00
063-102-470	660.00
063-102-480	1,169.60
063-102-490	660.00
063-102-500	660.00
063-103-030	660.00
063-103-040	660.00
063-103-050	660.00
063-103-060	660.00
063-103-070	660.00
063-103-080	660.00
063-103-090	660.00
063-103-100	660.00
063-103-110	660.00
063-103-120	660.00
063-103-130	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-103-310	9,377.66
063-103-370	0.00
063-103-380	0.00
063-103-390	0.00
063-103-440	25,080.00
063-111-120	660.00
063-111-130	660.00
063-111-140	660.00
063-111-150	660.00
063-111-160	660.00
063-111-170	660.00
063-111-180	660.00
063-111-190	660.00
063-111-230	0.00
063-111-250	660.00
063-111-260	660.00
063-112-030	660.00
063-112-040	660.00
063-112-050	660.00
063-112-060	660.00
063-112-070	660.00
063-112-080	660.00
063-112-090	660.00
063-112-100	660.00
063-112-110	660.00
063-112-140	660.00
063-112-150	660.00
063-112-160	660.00
063-112-170	660.00
063-112-180	660.00
063-112-190	660.00
063-112-200	660.00
063-112-210	660.00
063-112-220	660.00
063-112-250	660.00
063-112-260	660.00
063-113-020	660.00
063-113-030	660.00
063-113-040	660.00
063-113-050	660.00
063-113-060	660.00
063-113-070	660.00
063-113-080	660.00
063-113-130	660.00
063-113-140	660.00
063-113-150	660.00
063-113-160	660.00
063-113-170	660.00
063-113-180	660.00
063-113-190	660.00
063-113-200	660.00
063-113-210	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-113-230	660.00
063-113-250	660.00
063-113-260	660.00
063-113-280	660.00
063-113-290	0.00
063-114-040	660.00
063-114-050	660.00
063-114-060	660.00
063-114-070	660.00
063-114-080	660.00
063-114-090	660.00
063-114-100	660.00
063-114-110	660.00
063-114-140	0.00
063-114-150	660.00
063-121-030	0.00
063-121-040	0.00
063-121-050	0.00
063-121-060	660.00
063-121-060	660.00
063-121-070	1,143.50
063-121-110	660.00
063-121-120	660.00
063-121-150	0.00
063-121-160	0.00
063-121-170	0.00
063-121-190	8,385.70
063-121-200	0.00
063-121-290	1,447.12
063-121-290	5,482.58
063-121-290	1,258.88
063-121-320	660.00
063-121-330	0.00
063-121-340	0.00
063-121-350	0.00
063-121-360	0.00
063-121-370	660.00
063-121-390	0.00
063-121-400	660.00
063-121-410	660.00
063-121-490	0.00
063-121-500	660.00
063-121-510	660.00
063-121-530	660.00
063-121-540	0.00
063-122-030	660.00
063-122-040	660.00
063-123-010	660.00
063-123-030	2,923.66
063-123-060	5,806.12
063-123-070	660.00
063-123-080	0.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-131-250	776.50
063-131-260	660.00
063-131-270	0.00
063-131-290	660.00
063-131-300	660.00
063-131-320	660.00
063-131-330	660.00
063-131-350	660.00
063-131-380	1,253.00
063-132-020	660.00
063-132-040	0.00
063-132-060	752.98
063-132-090	0.00
063-132-100	0.00
063-132-110	660.00
063-132-120	660.00
063-132-130	660.00
063-132-140	660.00
063-132-140	660.00
063-132-150	660.00
063-132-160	0.00
063-132-170	660.00
063-132-190	660.00
063-132-190	660.00
063-132-190	823.56
063-132-210	787.74
063-132-210	660.00
063-132-210	660.00
063-132-210	660.00
063-132-220	0.00
063-133-070	660.00
063-133-080	660.00
063-133-090	660.00
063-133-100	660.00
063-133-100	660.00
063-133-110	717.68
063-133-130	1,329.46
063-141-010	660.00
063-141-020	660.00
063-141-030	660.00
063-141-040	0.00
063-141-050	660.00
063-141-060	660.00
063-141-070	660.00
063-141-080	660.00
063-141-090	660.00
063-141-100	660.00
063-141-110	660.00
063-141-140	660.00
063-141-150	660.00
063-141-160	660.00
063-141-170	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-141-180	660.00
063-141-190	660.00
063-141-200	660.00
063-141-210	660.00
063-141-240	660.00
063-141-250	1,320.00
063-141-270	660.00
063-141-280	660.00
063-142-010	660.00
063-142-020	660.00
063-142-030	660.00
063-142-040	660.00
063-142-050	660.00
063-142-070	660.00
063-142-080	660.00
063-142-090	660.00
063-142-100	660.00
063-142-110	660.00
063-142-120	0.00
063-143-010	660.00
063-143-020	660.00
063-143-030	660.00
063-143-040	660.00
063-143-050	660.00
063-143-060	660.00
063-143-070	660.00
063-143-080	660.00
063-143-090	660.00
063-143-100	660.00
063-143-110	660.00
063-143-120	660.00
063-143-130	660.00
063-143-140	660.00
063-143-150	660.00
063-144-010	660.00
063-144-020	660.00
063-144-030	1,320.00
063-144-050	660.00
063-144-070	660.00
063-144-080	660.00
063-144-090	660.00
063-145-030	0.00
063-145-070	1,320.00
063-146-010	660.00
063-146-020	660.00
063-146-030	660.00
063-146-040	660.00
063-146-050	660.00
063-146-060	660.00
063-146-070	660.00
063-146-080	1,320.00
063-146-110	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-146-120	1,320.00
063-146-140	660.00
063-146-150	660.00
063-146-160	1,320.00
063-146-170	1,320.00
063-146-180	1,320.00
063-147-020	1,320.00
063-147-030	1,320.00
063-147-040	1,320.00
063-147-050	0.00
063-147-060	1,320.00
063-147-070	1,320.00
063-147-080	1,320.00
063-147-090	660.00
063-147-100	660.00
063-147-110	1,320.00
063-148-010	1,320.00
063-148-080	0.00
063-148-110	1,980.00
063-148-120	0.00
063-148-130	0.00
063-151-020	660.00
063-151-030	660.00
063-151-040	660.00
063-151-050	660.00
063-151-060	660.00
063-151-070	660.00
063-151-080	660.00
063-151-100	660.00
063-151-110	660.00
063-151-120	660.00
063-151-130	660.00
063-151-140	660.00
063-151-150	660.00
063-151-170	1,320.00
063-151-180	660.00
063-151-200	660.00
063-152-020	2,640.00
063-152-030	660.00
063-152-040	660.00
063-152-050	660.00
063-152-060	660.00
063-152-070	660.00
063-152-080	660.00
063-152-090	660.00
063-152-100	660.00
063-152-110	660.00
063-152-120	1,320.00
063-152-130	660.00
063-152-140	660.00
063-152-160	0.00
063-152-170	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-152-180	660.00
063-152-190	1,320.00
063-152-200	1,320.00
063-152-220	660.00
063-152-230	660.00
063-153-010	0.00
063-153-020	1,320.00
063-153-030	2,640.00
063-153-050	1,320.00
063-153-060	660.00
063-153-070	660.00
063-153-080	660.00
063-153-100	660.00
063-153-130	660.00
063-153-140	660.00
063-153-150	660.00
063-153-160	660.00
063-153-170	660.00
063-153-180	660.00
063-153-190	660.00
063-153-200	1,320.00
063-153-210	1,320.00
063-153-240	1,980.00
063-153-250	660.00
063-153-270	660.00
063-153-280	660.00
063-153-290	660.00
063-153-300	660.00
063-153-310	660.00
063-154-020	2,640.00
063-154-030	660.00
063-154-040	660.00
063-154-050	660.00
063-154-060	660.00
063-154-070	660.00
063-154-080	1,320.00
063-154-120	660.00
063-154-130	660.00
063-154-140	1,320.00
063-154-150	660.00
063-154-160	660.00
063-154-170	660.00
063-154-200	660.00
063-154-210	660.00
063-154-240	660.00
063-154-260	1,320.00
063-155-010	660.00
063-155-020	660.00
063-155-030	660.00
063-155-040	660.00
063-155-050	660.00
063-155-060	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-155-070	660.00
063-155-080	660.00
063-155-090	660.00
063-155-100	660.00
063-155-110	660.00
063-155-120	660.00
063-155-130	660.00
063-155-140	660.00
063-155-150	660.00
063-155-160	1,320.00
063-155-170	660.00
063-155-180	660.00
063-155-190	5,940.00
063-156-010	1,320.00
063-156-020	660.00
063-156-030	660.00
063-156-040	660.00
063-156-050	1,320.00
063-156-060	660.00
063-156-070	660.00
063-156-080	660.00
063-156-090	0.00
063-156-100	660.00
063-156-110	660.00
063-156-120	1,320.00
063-156-130	660.00
063-156-140	660.00
063-156-150	660.00
063-156-160	660.00
063-156-170	660.00
063-161-010	660.00
063-161-020	660.00
063-161-030	660.00
063-161-040	1,320.00
063-161-050	660.00
063-161-060	660.00
063-161-070	660.00
063-161-080	660.00
063-161-090	660.00
063-161-100	660.00
063-161-110	660.00
063-161-120	660.00
063-161-130	660.00
063-161-160	660.00
063-161-170	660.00
063-161-180	660.00
063-161-190	660.00
063-161-200	660.00
063-161-210	660.00
063-161-220	660.00
063-161-230	660.00
063-161-240	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-161-250	660.00
063-161-260	660.00
063-161-270	660.00
063-161-280	660.00
063-161-290	660.00
063-161-300	660.00
063-161-310	660.00
063-161-320	660.00
063-161-330	660.00
063-161-340	660.00
063-161-350	660.00
063-161-360	660.00
063-161-380	660.00
063-161-390	660.00
063-161-400	660.00
063-161-410	660.00
063-161-420	660.00
063-161-430	0.00
063-162-010	660.00
063-162-020	660.00
063-162-030	660.00
063-162-040	660.00
063-162-050	660.00
063-162-060	660.00
063-162-070	660.00
063-162-080	660.00
063-162-090	660.00
063-162-100	660.00
063-162-110	660.00
063-162-120	660.00
063-162-130	660.00
063-162-140	660.00
063-162-150	660.00
063-162-160	660.00
063-162-170	660.00
063-162-180	660.00
063-162-190	660.00
063-162-200	660.00
063-162-210	660.00
063-162-220	660.00
063-162-230	660.00
063-162-240	660.00
063-162-250	660.00
063-162-260	660.00
063-162-270	660.00
063-162-280	660.00
063-162-290	660.00
063-162-300	1,320.00
063-162-310	660.00
063-162-320	660.00
063-162-330	660.00
063-162-340	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-162-350	660.00
063-162-360	660.00
063-162-370	660.00
063-162-380	660.00
063-162-390	660.00
063-162-410	660.00
063-162-420	660.00
063-162-430	660.00
063-162-440	660.00
063-171-010	1,320.00
063-171-020	660.00
063-171-030	660.00
063-171-040	660.00
063-171-050	660.00
063-171-060	660.00
063-171-070	660.00
063-171-080	660.00
063-171-090	660.00
063-171-100	660.00
063-171-110	660.00
063-171-120	660.00
063-171-150	660.00
063-171-160	660.00
063-171-170	660.00
063-171-180	1,320.00
063-171-190	660.00
063-171-200	660.00
063-171-210	660.00
063-171-220	660.00
063-171-230	660.00
063-171-240	660.00
063-171-250	1,320.00
063-171-280	660.00
063-171-290	660.00
063-171-300	660.00
063-171-310	660.00
063-171-330	660.00
063-171-340	660.00
063-171-350	660.00
063-171-360	660.00
063-171-370	660.00
063-171-380	660.00
063-171-390	660.00
063-171-400	660.00
063-171-420	660.00
063-171-430	660.00
063-171-440	660.00
063-171-450	660.00
063-171-460	660.00
063-171-470	660.00
063-171-480	660.00
063-171-490	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-171-500	660.00
063-171-510	660.00
063-171-520	660.00
063-171-530	660.00
063-171-540	660.00
063-171-550	660.00
063-172-010	660.00
063-172-020	660.00
063-172-030	660.00
063-172-040	660.00
063-172-050	660.00
063-172-060	660.00
063-172-070	660.00
063-172-080	660.00
063-172-090	660.00
063-172-100	660.00
063-172-110	660.00
063-172-120	660.00
063-172-130	660.00
063-172-140	660.00
063-172-150	660.00
063-172-160	660.00
063-172-170	660.00
063-172-180	660.00
063-172-190	660.00
063-172-200	660.00
063-172-210	660.00
063-172-220	660.00
063-172-250	660.00
063-172-260	660.00
063-172-270	660.00
063-172-280	660.00
063-172-290	660.00
063-172-300	660.00
063-172-310	660.00
063-172-320	660.00
063-172-330	660.00
063-172-340	1,320.00
063-172-350	660.00
063-172-360	660.00
063-172-370	660.00
063-172-380	660.00
063-172-390	660.00
063-172-460	660.00
063-172-470	660.00
063-172-480	660.00
063-172-490	660.00
063-172-500	660.00
063-172-540	660.00
063-172-550	660.00
063-172-560	660.00
063-173-010	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-173-020	660.00
063-173-030	660.00
063-173-040	660.00
063-173-050	660.00
063-173-060	1,320.00
063-173-070	660.00
063-173-080	660.00
063-173-090	660.00
063-173-100	660.00
063-173-110	660.00
063-173-120	1,320.00
063-173-130	660.00
063-173-140	660.00
063-173-150	660.00
063-173-160	660.00
063-174-010	660.00
063-174-020	660.00
063-174-030	1,320.00
063-174-040	660.00
063-174-050	660.00
063-174-060	660.00
063-174-070	1,320.00
063-174-080	660.00
063-174-090	1,320.00
063-174-100	660.00
063-174-110	660.00
063-174-120	660.00
063-174-130	1,320.00
063-174-140	660.00
063-174-160	660.00
063-174-180	660.00
063-174-190	660.00
063-174-200	660.00
063-174-210	660.00
063-174-220	660.00
063-174-230	660.00
063-174-240	660.00
063-174-250	660.00
063-174-260	660.00
063-174-270	660.00
063-174-280	660.00
063-174-290	1,320.00
063-174-300	660.00
063-174-310	660.00
063-181-010	1,320.00
063-181-020	2,640.00
063-181-030	660.00
063-181-040	660.00
063-181-050	660.00
063-181-060	660.00
063-181-070	660.00
063-181-080	1,320.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-181-090	660.00
063-181-100	660.00
063-181-110	660.00
063-181-120	660.00
063-181-130	660.00
063-181-140	660.00
063-181-150	660.00
063-181-160	660.00
063-181-170	660.00
063-181-180	660.00
063-181-190	660.00
063-181-200	660.00
063-181-210	660.00
063-181-220	660.00
063-181-230	660.00
063-181-240	0.00
063-182-010	660.00
063-182-020	660.00
063-182-030	660.00
063-182-040	660.00
063-182-050	660.00
063-182-060	0.00
063-182-070	660.00
063-182-080	660.00
063-182-090	660.00
063-182-110	660.00
063-182-120	660.00
063-182-130	660.00
063-182-140	660.00
063-182-150	660.00
063-182-160	660.00
063-182-170	1,320.00
063-183-010	1,320.00
063-183-030	660.00
063-183-040	660.00
063-183-050	660.00
063-183-060	660.00
063-183-070	1,320.00
063-183-080	3,960.00
063-183-090	0.00
063-183-110	2,640.00
063-184-010	1,320.00
063-184-020	3,300.00
063-184-030	1,320.00
063-184-040	1,320.00
063-184-050	660.00
063-184-070	660.00
063-184-080	660.00
063-184-090	660.00
063-185-010	660.00
063-185-020	660.00
063-185-040	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-185-050	660.00
063-185-060	660.00
063-185-070	660.00
063-185-080	660.00
063-185-090	660.00
063-185-100	660.00
063-185-130	660.00
063-185-140	660.00
063-185-150	660.00
063-185-160	660.00
063-185-180	1,980.00
063-185-200	660.00
063-185-210	0.00
063-185-220	660.00
063-185-230	660.00
063-185-240	660.00
063-185-250	660.00
063-185-270	660.00
063-185-280	660.00
063-185-290	660.00
063-185-300	0.00
063-185-310	660.00
063-185-320	660.00
063-185-330	1,320.00
063-186-010	660.00
063-186-030	660.00
063-186-040	0.00
063-186-070	1,320.00
063-186-090	660.00
063-186-100	660.00
063-186-110	660.00
063-186-120	660.00
063-186-130	1,320.00
063-186-140	660.00
063-186-150	660.00
063-186-160	660.00
063-186-170	660.00
063-186-180	660.00
063-186-190	660.00
063-186-200	660.00
063-186-210	660.00
063-186-220	660.00
063-186-230	660.00
063-186-240	660.00
063-186-250	660.00
063-186-260	660.00
063-186-270	0.00
063-186-280	660.00
063-191-010	660.00
063-191-020	660.00
063-191-030	660.00
063-191-040	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-191-050	660.00
063-191-060	660.00
063-191-070	1,320.00
063-191-080	660.00
063-191-090	660.00
063-191-110	660.00
063-191-120	660.00
063-191-130	660.00
063-191-180	660.00
063-191-190	660.00
063-191-200	660.00
063-191-210	660.00
063-191-220	660.00
063-191-260	660.00
063-191-280	0.00
063-191-290	660.00
063-191-300	660.00
063-192-010	660.00
063-192-020	660.00
063-192-030	660.00
063-192-040	660.00
063-192-050	1,320.00
063-192-060	1,320.00
063-192-070	660.00
063-192-080	1,320.00
063-192-090	660.00
063-192-100	660.00
063-192-110	660.00
063-192-120	1,320.00
063-192-130	660.00
063-193-010	660.00
063-193-020	660.00
063-193-030	660.00
063-193-040	660.00
063-193-060	1,320.00
063-193-080	660.00
063-193-090	660.00
063-193-100	660.00
063-193-110	660.00
063-193-120	660.00
063-193-130	0.00
063-193-140	660.00
063-193-160	660.00
063-193-170	0.00
063-194-020	660.00
063-194-030	660.00
063-194-040	660.00
063-194-050	660.00
063-194-070	660.00
063-194-080	660.00
063-194-090	660.00
063-194-100	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-194-110	660.00
063-194-120	660.00
063-194-130	660.00
063-194-140	1,320.00
063-194-150	660.00
063-194-160	660.00
063-195-030	660.00
063-195-040	660.00
063-195-070	660.00
063-195-080	660.00
063-195-090	660.00
063-195-100	660.00
063-195-110	660.00
063-195-120	660.00
063-195-130	660.00
063-195-140	660.00
063-195-150	660.00
063-195-160	660.00
063-195-170	660.00
063-195-180	660.00
063-195-190	660.00
063-196-020	660.00
063-196-030	660.00
063-196-040	660.00
063-196-050	660.00
063-196-060	660.00
063-196-070	660.00
063-196-080	660.00
063-196-090	1,320.00
063-196-100	0.00
063-196-110	0.00
063-196-120	660.00
063-196-130	660.00
063-196-140	660.00
063-196-150	660.00
063-197-010	660.00
063-197-020	1,320.00
063-197-030	660.00
063-197-040	660.00
063-197-050	660.00
063-197-060	660.00
063-197-070	660.00
063-197-080	660.00
063-197-090	660.00
063-197-100	660.00
063-197-110	0.00
063-197-120	660.00
063-197-130	660.00
063-197-150	660.00
063-197-160	660.00
063-197-170	660.00
063-197-210	0.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-197-220	660.00
063-197-230	660.00
063-197-240	660.00
063-197-250	660.00
063-197-260	660.00
063-197-270	660.00
063-197-280	660.00
063-197-290	660.00
063-197-300	660.00
063-197-310	660.00
063-197-320	660.00
063-197-330	660.00
063-197-340	660.00
063-197-370	660.00
063-197-380	660.00
063-197-390	660.00
063-197-400	660.00
063-197-410	660.00
063-198-030	660.00
063-198-040	660.00
063-198-060	660.00
063-198-070	660.00
063-198-080	660.00
063-198-090	660.00
063-198-100	660.00
063-198-110	660.00
063-198-120	660.00
063-199-010	660.00
063-199-040	660.00
063-199-050	660.00
063-199-060	660.00
063-199-070	660.00
063-199-080	660.00
063-199-090	660.00
063-199-100	660.00
063-199-110	660.00
063-199-120	660.00
063-199-130	660.00
063-199-140	660.00
063-199-150	660.00
063-199-160	660.00
063-199-170	660.00
063-199-180	660.00
063-199-190	660.00
063-199-220	0.00
063-199-230	660.00
063-199-240	660.00
063-201-010	660.00
063-201-020	660.00
063-201-030	660.00
063-201-040	660.00
063-201-050	1,320.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-201-060	1,320.00
063-201-070	1,320.00
063-201-080	1,320.00
063-201-090	660.00
063-201-190	1,320.00
063-201-200	1,320.00
063-201-210	1,980.00
063-201-220	660.00
063-201-240	3,300.00
063-201-250	3,300.00
063-201-260	660.00
063-201-270	1,320.00
063-201-290	660.00
063-201-300	660.00
063-201-310	660.00
063-201-320	660.00
063-202-010	660.00
063-202-020	660.00
063-202-030	660.00
063-202-040	660.00
063-202-050	660.00
063-202-060	660.00
063-202-070	660.00
063-202-080	660.00
063-202-090	660.00
063-202-100	660.00
063-202-160	11,880.00
063-202-170	1,320.00
063-202-180	660.00
063-202-190	660.00
063-202-200	660.00
063-202-210	660.00
063-202-220	660.00
063-202-230	660.00
063-202-280	21,120.00
063-203-160	982.40
063-203-170	660.00
063-203-180	660.00
063-203-180	660.00
063-203-180	660.00
063-203-180	660.00
063-203-200	660.00
063-203-210	660.00
063-203-220	660.00
063-203-230	1,320.00
063-203-240	660.00
063-203-250	1,320.00
063-203-260	660.00
063-203-270	0.00
063-203-300	2,316.36
063-203-310	660.00
063-203-320	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-203-330	0.00
063-203-340	660.00
063-203-350	660.00
063-203-360	660.00
063-203-370	660.00
063-203-380	0.00
063-203-390	660.00
063-203-400	660.00
063-203-410	660.00
063-203-420	660.00
063-203-430	660.00
063-203-440	660.00
063-203-450	660.00
063-210-300	11,220.00
063-210-310	1,320.00
063-210-340	660.00
063-210-350	660.00
063-210-360	660.00
063-210-380	660.00
063-210-410	660.00
063-210-450	660.00
063-210-460	660.00
063-210-470	660.00
063-210-480	660.00
063-210-490	1,320.00
063-210-520	1,320.00
063-210-580	0.00
063-210-590	51,480.00
063-210-610	660.00
063-210-630	27,060.00
063-221-010	0.00
063-221-020	660.00
063-221-030	660.00
063-221-040	7,920.00
063-221-050	3,300.00
063-221-060	13,860.00
063-221-070	11,220.00
063-221-100	27,060.00
063-221-110	660.00
063-221-140	3,300.00
063-221-150	3,300.00
063-221-160	3,300.00
063-221-170	1,320.00
063-221-180	660.00
063-221-190	660.00
063-221-200	660.00
063-221-210	660.00
063-221-220	660.00
063-221-230	660.00
063-221-240	0.00
063-221-250	660.00
063-221-260	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-221-270	0.00
063-221-280	660.00
063-221-290	660.00
063-221-300	660.00
063-221-310	660.00
063-221-320	660.00
063-221-330	0.00
063-221-340	660.00
063-221-350	660.00
063-221-360	660.00
063-221-370	660.00
063-221-380	660.00
063-221-390	660.00
063-221-410	660.00
063-221-420	660.00
063-221-430	660.00
063-221-440	2,640.00
063-221-450	660.00
063-221-460	27,720.00
063-221-480	15,406.52
063-221-480	5,476.12
063-221-490	0.00
063-221-500	660.00
063-221-510	1,320.00
063-221-520	660.00
063-221-530	660.00
063-221-540	660.00
063-221-550	660.00
063-221-560	660.00
063-221-570	0.00
063-221-580	0.00
063-221-590	50,820.00
063-231-210	660.00
063-231-220	660.00
063-231-230	1,320.00
063-231-240	660.00
063-231-250	660.00
063-231-260	908.18
063-231-260	1,523.60
063-231-260	660.00
063-231-260	660.00
063-231-270	660.00
063-231-280	660.00
063-231-300	0.00
063-232-090	5,253.16
063-232-090	1,564.78
063-232-150	1,224.50
063-232-160	660.00
063-232-200	660.00
063-232-240	660.00
063-232-250	0.00
063-232-260	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-232-300	858.86
063-232-310	660.00
063-232-340	660.00
063-232-340	2,295.94
063-232-350	0.00
063-232-360	89,760.00
063-233-010	0.00
063-240-270	0.00
063-240-310	660.00
063-240-360	0.00
063-240-370	660.00
063-240-380	660.00
063-240-390	660.00
063-240-420	660.00
063-240-460	660.00
063-240-480	16,430.10
063-240-490	0.00
063-252-060	660.00
063-252-090	660.00
063-252-170	660.00
063-252-180	660.00
063-252-210	660.00
063-252-220	660.00
063-252-240	660.00
063-252-250	660.00
063-252-260	1,320.00
063-252-270	660.00
063-252-280	660.00
063-252-290	660.00
063-252-300	1,320.00
063-252-320	660.00
063-252-330	660.00
063-252-340	660.00
063-252-350	660.00
063-252-360	660.00
063-252-370	660.00
063-252-380	660.00
063-253-010	660.00
063-253-020	660.00
063-253-060	660.00
063-253-070	660.00
063-253-080	660.00
063-253-090	660.00
063-253-100	660.00
063-253-130	660.00
063-253-140	660.00
063-253-150	660.00
063-253-160	660.00
063-253-170	660.00
063-253-180	660.00
063-253-190	1,320.00
063-253-200	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-253-210	660.00
063-253-220	660.00
063-253-230	660.00
063-253-240	660.00
063-253-250	660.00
063-253-260	660.00
063-253-270	660.00
063-253-290	660.00
063-253-300	660.00
063-253-310	882.40
063-253-320	0.00
063-253-330	660.00
063-253-340	660.00
063-253-350	660.00
063-253-360	660.00
063-253-370	660.00
063-253-380	660.00
063-253-390	660.00
063-253-400	660.00
063-253-410	660.00
063-253-420	660.00
063-253-430	660.00
063-253-440	660.00
063-253-450	660.00
063-253-460	660.00
063-253-470	660.00
063-253-480	660.00
063-253-510	1,320.00
063-253-520	660.00
063-253-530	817.68
063-253-540	660.00
063-253-550	1,320.00
063-253-560	660.00
063-253-570	660.00
063-253-580	660.00
063-253-590	660.00
063-253-600	660.00
063-253-610	660.00
063-253-620	660.00
063-253-630	660.00
063-253-640	660.00
063-253-650	660.00
063-253-660	660.00
063-253-670	0.00
063-253-680	0.00
063-253-690	0.00
063-253-700	660.00
063-262-020	660.00
063-262-060	660.00
063-262-080	660.00
063-262-100	1,320.00
063-262-110	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-262-120	914.62
063-262-180	660.00
063-262-200	0.00
063-262-210	660.00
063-262-220	660.00
063-262-230	0.00
063-262-250	660.00
063-262-260	660.00
063-262-290	660.00
063-262-300	660.00
063-262-310	660.00
063-262-320	660.00
063-262-330	660.00
063-262-340	660.00
063-262-350	660.00
063-262-360	660.00
063-262-370	660.00
063-262-380	660.00
063-262-390	0.00
063-263-120	1,320.00
063-263-130	1,320.00
063-263-140	1,320.00
063-263-150	1,320.00
063-263-160	1,320.00
063-263-170	1,320.00
063-263-180	1,320.00
063-263-190	1,320.00
063-263-200	1,320.00
063-263-240	660.00
063-263-250	1,320.00
063-263-260	1,320.00
063-263-280	660.00
063-263-290	1,320.00
063-263-300	660.00
063-263-310	660.00
063-263-340	660.00
063-263-350	1,320.00
063-263-360	660.00
063-263-380	660.00
063-263-390	660.00
063-263-400	660.00
063-263-410	660.00
063-263-420	660.00
063-264-090	660.00
063-264-100	660.00
063-264-110	660.00
063-264-160	660.00
063-264-170	660.00
063-264-180	660.00
063-264-190	660.00
063-264-200	660.00
063-264-210	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-264-220	660.00
063-264-230	660.00
063-264-240	660.00
063-264-250	660.00
063-264-260	660.00
063-264-270	660.00
063-264-280	660.00
063-264-290	660.00
063-264-300	1,320.00
063-264-310	1,320.00
063-264-330	660.00
063-264-340	660.00
063-264-350	660.00
063-264-360	660.00
063-264-370	660.00
063-264-410	1,320.00
063-264-430	660.00
063-264-450	660.00
063-264-460	1,320.00
063-264-470	660.00
063-265-020	660.00
063-265-030	660.00
063-265-040	660.00
063-265-050	660.00
063-265-060	660.00
063-265-070	660.00
063-265-080	660.00
063-265-090	660.00
063-265-100	660.00
063-265-110	1,320.00
063-265-120	1,320.00
063-265-130	1,320.00
063-265-140	660.00
063-265-150	660.00
063-265-160	660.00
063-265-170	660.00
063-265-180	660.00
063-265-190	660.00
063-265-200	660.00
063-265-210	660.00
063-265-220	660.00
063-265-230	660.00
063-265-260	660.00
063-265-280	1,320.00
063-265-290	1,320.00
063-265-300	660.00
063-271-070	1,980.00
063-271-090	1,320.00
063-271-130	660.00
063-271-260	660.00
063-271-270	660.00
063-271-280	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-271-290	660.00
063-271-300	660.00
063-271-310	660.00
063-271-320	660.00
063-271-350	660.00
063-271-360	660.00
063-271-370	660.00
063-271-410	660.00
063-271-420	660.00
063-271-440	660.00
063-271-450	0.00
063-271-470	660.00
063-271-480	0.00
063-271-490	0.00
063-271-500	660.00
063-271-510	660.00
063-271-520	660.00
063-271-530	660.00
063-271-540	660.00
063-271-550	660.00
063-271-560	660.00
063-271-570	660.00
063-272-080	0.00
063-272-110	1,980.00
063-272-140	660.00
063-281-010	1,980.00
063-281-020	7,260.00
063-281-030	4,620.00
063-281-040	7,920.00
063-281-100	660.00
063-281-110	660.00
063-282-010	7,260.00
063-282-020	7,260.00
063-282-030	1,320.00
063-282-040	2,640.00
063-282-050	1,320.00
063-282-060	1,320.00
063-282-070	5,280.00
063-282-080	21,120.00
063-282-090	39,600.00
063-284-020	3,960.00
063-284-030	3,960.00
063-284-040	2,640.00
063-291-010	660.00
063-291-010	660.00
063-291-010	660.00
063-291-010	660.00
063-291-010	660.00
063-291-010	660.00
063-291-020	660.00
063-291-030	660.00
063-291-040	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-291-050	660.00
063-291-060	660.00
063-291-070	660.00
063-291-080	660.00
063-291-090	660.00
063-291-100	660.00
063-291-120	660.00
063-291-140	660.00
063-291-150	660.00
063-291-170	660.00
063-291-180	660.00
063-291-190	660.00
063-292-050	660.00
063-292-180	1,403.96
063-292-320	660.00
063-292-320	3,406.02
063-292-320	5,123.74
063-292-320	660.00
063-292-370	660.00
063-292-370	660.00
063-292-370	660.00
063-292-380	1,812.60
063-301-010	660.00
063-301-020	660.00
063-301-030	660.00
063-301-040	1,320.00
063-301-050	660.00
063-301-060	660.00
063-301-070	660.00
063-301-080	660.00
063-301-090	660.00
063-301-100	660.00
063-301-110	660.00
063-301-120	660.00
063-301-130	660.00
063-301-140	660.00
063-301-150	660.00
063-301-160	660.00
063-301-170	660.00
063-301-180	660.00
063-301-190	660.00
063-302-010	660.00
063-302-020	660.00
063-302-040	1,320.00
063-302-050	660.00
063-302-060	660.00
063-302-080	1,320.00
063-302-100	660.00
063-302-110	660.00
063-302-120	660.00
063-302-130	660.00
063-302-140	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-302-150	660.00
063-302-170	660.00
063-302-180	660.00
063-302-210	4,620.00
063-302-220	660.00
063-302-230	1,320.00
063-302-280	660.00
063-302-290	660.00
063-302-300	1,320.00
063-302-310	660.00
063-302-320	660.00
063-302-330	660.00
063-302-340	660.00
063-302-370	1,320.00
063-302-380	660.00
063-302-390	660.00
063-302-400	660.00
063-302-410	660.00
063-302-420	660.00
063-302-430	660.00
063-302-440	660.00
063-302-460	660.00
063-302-470	660.00
063-311-040	660.00
063-311-050	660.00
063-311-060	1,980.00
063-312-390	1,320.00
063-312-440	660.00
063-312-450	660.00
063-312-460	0.00
063-312-500	0.00
063-312-510	11,000.46
063-321-050	660.00
063-321-060	660.00
063-321-070	0.00
063-321-080	660.00
063-321-100	660.00
063-321-110	660.00
063-321-120	660.00
063-321-130	660.00
063-321-140	660.00
063-321-180	660.00
063-321-190	660.00
063-321-200	1,320.00
063-321-210	660.00
063-321-220	660.00
063-321-230	660.00
063-321-240	660.00
063-321-250	660.00
063-321-260	660.00
063-321-270	660.00
063-321-280	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-321-290	660.00
063-321-300	660.00
063-321-310	660.00
063-321-320	660.00
063-321-330	660.00
063-321-400	660.00
063-321-410	660.00
063-321-410	660.00
063-321-440	1,674.02
063-322-040	660.00
063-322-050	660.00
063-322-060	660.00
063-322-070	660.00
063-322-080	660.00
063-322-090	1,320.00
063-322-100	660.00
063-322-110	660.00
063-322-130	660.00
063-322-140	660.00
063-322-150	660.00
063-322-160	660.00
063-322-170	660.00
063-322-180	660.00
063-322-340	660.00
063-322-350	660.00
063-322-360	1,320.00
063-322-370	660.00
063-322-380	660.00
063-322-410	0.00
063-322-420	660.00
063-322-430	660.00
063-322-440	660.00
063-322-450	660.00
063-322-460	660.00
063-322-470	660.00
063-322-480	660.00
063-322-490	660.00
063-322-500	660.00
063-322-550	0.00
063-322-560	660.00
063-322-580	660.00
063-331-030	660.00
063-331-060	660.00
063-331-070	1,320.00
063-331-080	660.00
063-331-090	660.00
063-331-100	660.00
063-331-110	660.00
063-331-120	660.00
063-331-130	660.00
063-331-140	660.00
063-331-150	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-331-190	660.00
063-331-200	660.00
063-331-210	660.00
063-331-220	660.00
063-331-230	660.00
063-331-240	660.00
063-331-250	660.00
063-331-260	660.00
063-331-270	660.00
063-331-280	660.00
063-331-290	660.00
063-331-300	660.00
063-331-310	660.00
063-331-320	660.00
063-331-330	660.00
063-331-340	660.00
063-331-350	660.00
063-331-370	660.00
063-331-380	660.00
063-331-410	660.00
063-331-420	1,531.02
063-332-010	660.00
063-332-020	660.00
063-332-030	660.00
063-332-040	660.00
063-332-050	660.00
063-332-060	660.00
063-332-070	660.00
063-332-080	660.00
063-332-090	660.00
063-332-100	660.00
063-332-110	660.00
063-332-120	660.00
063-332-130	660.00
063-332-140	660.00
063-332-150	660.00
063-332-160	660.00
063-332-170	660.00
063-332-180	660.00
063-332-380	660.00
063-332-390	660.00
063-332-400	660.00
063-332-410	1,320.00
063-332-420	660.00
063-332-430	660.00
063-332-440	660.00
063-332-450	660.00
063-332-460	660.00
063-332-470	660.00
063-332-480	660.00
063-332-490	660.00
063-332-500	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-332-510	660.00
063-332-520	660.00
063-332-530	660.00
063-332-540	660.00
063-332-550	660.00
063-332-560	660.00
063-341-060	660.00
063-341-070	0.00
063-341-080	660.00
063-341-090	1,320.00
063-341-100	660.00
063-341-130	660.00
063-341-140	660.00
063-341-150	0.00
063-341-180	1,980.00
063-341-200	1,980.00
063-341-210	1,320.00
063-341-220	660.00
063-341-250	660.00
063-341-260	660.00
063-341-320	660.00
063-341-330	660.00
063-341-340	660.00
063-341-390	660.00
063-341-420	660.00
063-341-430	660.00
063-341-440	660.00
063-341-460	660.00
063-341-490	660.00
063-341-500	660.00
063-341-510	660.00
063-341-520	660.00
063-341-530	660.00
063-341-540	660.00
063-341-550	660.00
063-341-560	660.00
063-341-570	660.00
063-341-580	660.00
063-341-600	0.00
063-341-610	660.00
063-341-620	660.00
063-341-630	660.00
063-342-110	660.00
063-342-120	660.00
063-342-130	660.00
063-342-140	660.00
063-342-150	660.00
063-342-160	660.00
063-342-170	660.00
063-342-180	660.00
063-342-190	660.00
063-342-200	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-342-210	660.00
063-342-220	660.00
063-342-230	660.00
063-342-240	660.00
063-342-250	660.00
063-342-260	660.00
063-342-270	660.00
063-342-280	660.00
063-342-290	660.00
063-342-300	660.00
063-342-310	660.00
063-342-320	660.00
063-342-330	660.00
063-342-340	660.00
063-344-010	660.00
063-344-020	660.00
063-344-030	660.00
063-344-040	660.00
063-344-050	660.00
063-344-070	660.00
063-344-080	660.00
063-344-110	660.00
063-344-120	1,320.00
063-344-130	660.00
063-344-140	660.00
063-344-300	660.00
063-344-310	660.00
063-344-370	660.00
063-344-380	660.00
063-344-390	660.00
063-344-460	1,320.00
063-344-470	660.00
063-344-480	660.00
063-344-490	660.00
063-344-500	660.00
063-344-550	660.00
063-344-570	759.40
063-344-580	660.00
063-344-590	660.00
063-344-600	660.00
063-344-610	660.00
063-344-620	660.00
063-344-630	660.00
063-344-640	660.00
063-344-650	1,320.00
063-344-670	0.00
063-344-690	660.00
063-344-700	660.00
063-344-710	660.00
063-344-730	0.00
063-344-740	0.00
063-344-750	0.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-344-760	0.00
063-344-770	660.00
063-344-780	0.00
063-344-790	0.00
063-344-800	0.00
063-344-810	0.00
063-344-820	0.00
063-344-830	0.00
063-344-840	0.00
063-345-010	0.00
063-345-020	660.00
063-345-030	660.00
063-345-040	660.00
063-345-050	660.00
063-345-060	660.00
063-345-070	660.00
063-345-100	660.00
063-345-110	660.00
063-345-120	660.00
063-345-130	660.00
063-345-140	660.00
063-345-150	660.00
063-345-160	660.00
063-345-170	660.00
063-345-180	660.00
063-345-190	660.00
063-345-200	660.00
063-345-210	660.00
063-345-220	660.00
063-345-230	660.00
063-345-240	660.00
063-345-250	660.00
063-345-260	660.00
063-345-270	660.00
063-345-280	660.00
063-345-290	660.00
063-345-300	660.00
063-345-310	660.00
063-345-320	660.00
063-345-330	660.00
063-345-340	660.00
063-345-350	660.00
063-345-360	660.00
063-345-370	660.00
063-351-100	660.00
063-351-110	660.00
063-351-120	660.00
063-351-210	660.00
063-351-210	660.00
063-351-260	660.00
063-351-270	660.00
063-351-290	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-351-350	660.00
063-351-370	660.00
063-351-390	660.00
063-351-410	660.00
063-351-420	660.00
063-351-430	660.00
063-351-480	660.00
063-351-490	660.00
063-351-500	660.00
063-351-510	660.00
063-351-560	660.00
063-351-570	660.00
063-351-600	660.00
063-351-620	660.00
063-351-630	660.00
063-351-640	660.00
063-351-650	660.00
063-351-660	660.00
063-351-670	660.00
063-351-680	660.00
063-351-690	0.00
063-351-700	660.00
063-351-700	660.00
063-351-720	660.00
063-351-730	660.00
063-351-740	3,702.80
063-351-750	660.00
063-351-760	660.00
063-351-770	660.00
063-351-780	660.00
063-351-790	660.00
063-351-800	660.00
063-351-810	660.00
063-351-820	7,039.74
063-351-830	3,991.04
063-352-030	660.00
063-352-170	1,320.00
063-352-210	0.00
063-352-220	660.00
063-352-230	660.00
063-352-240	660.00
063-352-250	660.00
063-352-260	660.00
063-352-270	660.00
063-352-280	660.00
063-352-310	660.00
063-352-320	660.00
063-352-330	660.00
063-352-340	660.00
063-352-350	660.00
063-352-360	660.00
063-352-370	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-352-380	660.00
063-352-390	660.00
063-352-400	660.00
063-352-410	660.00
063-352-420	660.00
063-352-430	660.00
063-352-440	660.00
063-352-450	660.00
063-352-460	660.00
063-352-470	660.00
063-352-480	3,300.00
063-361-040	660.00
063-361-060	660.00
063-361-070	660.00
063-361-080	660.00
063-361-090	0.00
063-361-100	0.00
063-361-110	0.00
063-361-120	660.00
063-361-160	660.00
063-361-230	660.00
063-361-250	660.00
063-361-260	0.00
063-361-300	660.00
063-361-320	660.00
063-361-330	1,320.00
063-361-340	1,320.00
063-361-350	660.00
063-361-360	1,320.00
063-361-370	660.00
063-361-380	660.00
063-361-400	660.00
063-361-410	660.00
063-361-440	660.00
063-361-450	660.00
063-361-460	660.00
063-361-470	660.00
063-361-480	660.00
063-361-490	660.00
063-361-500	660.00
063-361-510	660.00
063-361-520	660.00
063-361-530	660.00
063-362-070	660.00
063-362-130	660.00
063-362-140	660.00
063-362-210	660.00
063-362-320	660.00
063-362-330	660.00
063-362-340	660.00
063-362-350	660.00
063-362-360	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-362-370	660.00
063-362-380	660.00
063-362-390	660.00
063-362-400	660.00
063-362-410	660.00
063-362-420	660.00
063-362-430	660.00
063-362-440	660.00
063-362-450	660.00
063-362-460	660.00
063-362-480	660.00
063-362-490	660.00
063-362-500	1,980.00
063-362-510	660.00
063-362-550	0.00
063-362-560	660.00
063-362-570	660.00
063-362-580	660.00
063-362-590	660.00
063-362-620	660.00
063-362-630	660.00
063-362-640	660.00
063-362-650	660.00
063-362-660	660.00
063-362-670	660.00
063-362-680	660.00
063-362-690	660.00
063-362-710	1,320.00
063-362-730	660.00
063-362-740	660.00
063-362-750	660.00
063-362-760	660.00
063-362-770	660.00
063-362-780	660.00
063-362-790	660.00
063-362-800	660.00
063-362-820	1,320.00
063-363-230	660.00
063-363-250	660.00
063-363-260	1,320.00
063-363-290	660.00
063-363-300	660.00
063-363-310	660.00
063-363-320	660.00
063-363-340	660.00
063-363-350	660.00
063-363-360	1,320.00
063-363-370	660.00
063-363-380	660.00
063-363-390	660.00
063-363-410	660.00
063-363-420	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-363-430	660.00
063-363-450	660.00
063-363-460	660.00
063-363-470	660.00
063-363-480	660.00
063-363-490	660.00
063-363-500	660.00
063-363-510	660.00
063-363-520	660.00
063-363-540	660.00
063-363-550	1,320.00
063-363-560	1,320.00
063-363-590	660.00
063-363-600	660.00
063-371-080	660.00
063-371-090	660.00
063-371-100	660.00
063-371-110	660.00
063-371-120	660.00
063-371-140	660.00
063-371-150	660.00
063-371-170	1,320.00
063-371-180	2,073.12
063-371-280	660.00
063-371-290	660.00
063-371-300	660.00
063-371-330	660.00
063-371-340	660.00
063-371-350	660.00
063-371-360	660.00
063-371-370	660.00
063-371-390	660.00
063-371-400	660.00
063-371-410	660.00
063-371-420	1,320.00
063-371-430	1,320.00
063-371-440	1,320.00
063-371-450	2,640.00
063-371-460	660.00
063-371-470	660.00
063-371-480	660.00
063-371-490	660.00
063-371-500	660.00
063-371-510	660.00
063-371-520	660.00
063-373-010	660.00
063-373-020	660.00
063-373-030	660.00
063-373-040	660.00
063-373-050	1,980.00
063-373-060	660.00
063-373-070	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-373-080	660.00
063-373-110	660.00
063-373-120	660.00
063-373-130	660.00
063-373-140	1,320.00
063-373-150	660.00
063-373-160	660.00
063-373-170	660.00
063-373-180	660.00
063-373-190	660.00
063-373-200	660.00
063-373-210	660.00
063-373-220	660.00
063-373-230	660.00
063-373-240	660.00
063-373-250	660.00
063-373-260	660.00
063-373-270	660.00
063-373-280	660.00
063-373-290	660.00
063-373-310	0.00
063-373-320	660.00
063-373-330	660.00
063-373-340	0.00
063-373-350	1,320.00
063-373-350	660.00
063-373-360	660.00
063-373-370	660.00
063-373-380	660.00
063-373-390	660.00
063-374-010	660.00
063-374-020	660.00
063-374-030	660.00
063-374-140	1,457.84
063-374-150	660.00
063-374-170	660.00
063-374-190	660.00
063-374-260	660.00
063-374-270	660.00
063-374-280	660.00
063-374-290	660.00
063-374-320	660.00
063-374-330	660.00
063-374-350	660.00
063-374-360	660.00
063-374-370	660.00
063-374-380	660.00
063-374-390	660.00
063-374-400	660.00
063-374-410	660.00
063-374-420	660.00
063-374-430	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-374-440	660.00
063-374-460	660.00
063-374-460	660.00
063-374-460	660.00
063-374-470	660.00
063-374-480	0.00
063-374-490	660.00
063-374-500	660.00
063-374-510	0.00
063-374-520	660.00
063-374-530	0.00
063-374-540	0.00
063-374-550	0.00
063-381-190	0.00
063-381-200	660.00
063-381-210	660.00
063-381-220	660.00
063-381-230	660.00
063-381-240	660.00
063-381-250	660.00
063-381-260	660.00
063-381-270	660.00
063-381-280	660.00
063-381-290	660.00
063-381-320	660.00
063-381-330	660.00
063-383-020	660.00
063-383-030	660.00
063-383-040	660.00
063-383-050	660.00
063-383-060	660.00
063-383-080	1,320.00
063-383-090	660.00
063-383-100	660.00
063-383-120	660.00
063-383-150	660.00
063-383-160	660.00
063-383-200	660.00
063-383-210	660.00
063-383-220	660.00
063-383-230	660.00
063-383-240	660.00
063-383-250	660.00
063-383-260	660.00
063-383-270	660.00
063-383-280	660.00
063-383-290	660.00
063-383-300	660.00
063-383-310	660.00
063-383-320	660.00
063-383-330	660.00
063-383-340	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-383-350	660.00
063-383-360	660.00
063-383-370	660.00
063-383-381	660.00
063-383-382	660.00
063-383-391	660.00
063-383-392	660.00
063-383-410	660.00
063-383-420	660.00
063-383-440	660.00
063-383-450	660.00
063-383-460	660.00
063-383-470	660.00
063-383-480	660.00
063-383-491	660.00
063-383-492	660.00
063-384-030	660.00
063-384-050	660.00
063-384-060	660.00
063-384-070	660.00
063-384-080	660.00
063-384-090	660.00
063-384-100	660.00
063-384-110	660.00
063-384-120	660.00
063-384-130	660.00
063-384-140	660.00
063-384-150	660.00
063-384-160	660.00
063-384-170	660.00
063-384-180	660.00
063-384-190	660.00
063-384-200	660.00
063-384-210	660.00
063-384-220	660.00
063-384-230	660.00
063-384-260	660.00
063-384-270	660.00
063-384-300	660.00
063-384-330	660.00
063-384-340	660.00
063-384-350	660.00
063-384-370	660.00
063-384-380	660.00
063-384-390	660.00
063-384-410	660.00
063-384-420	660.00
063-384-430	660.00
063-384-440	660.00
063-384-450	660.00
063-384-460	1,320.00
063-390-030	0.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-390-070	660.00
063-390-080	660.00
063-390-090	660.00
063-390-100	660.00
063-390-110	660.00
063-390-120	660.00
063-390-130	660.00
063-390-140	660.00
063-390-150	660.00
063-390-160	660.00
063-390-170	660.00
063-390-180	660.00
063-390-190	660.00
063-390-200	660.00
063-390-210	660.00
063-390-220	660.00
063-390-230	660.00
063-390-240	660.00
063-390-250	660.00
063-390-260	660.00
063-390-270	660.00
063-390-280	660.00
063-390-290	660.00
063-390-300	660.00
063-390-310	660.00
063-390-320	660.00
063-390-390	660.00
063-390-400	660.00
063-391-010	660.00
063-391-020	660.00
063-391-030	660.00
063-391-040	660.00
063-391-050	660.00
063-401-010	660.00
063-401-020	660.00
063-401-030	660.00
063-401-040	660.00
063-401-050	660.00
063-401-060	660.00
063-401-070	660.00
063-401-080	660.00
063-401-090	660.00
063-401-100	660.00
063-401-110	660.00
063-401-120	660.00
063-401-130	660.00
063-401-140	660.00
063-401-150	660.00
063-401-160	660.00
063-401-170	660.00
063-401-180	660.00
063-401-190	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-401-200	660.00
063-401-210	660.00
063-401-220	660.00
063-401-230	660.00
063-401-240	660.00
063-401-250	660.00
063-401-260	660.00
063-401-270	660.00
063-401-280	660.00
063-401-290	660.00
063-401-300	660.00
063-401-310	660.00
063-401-320	660.00
063-401-330	660.00
063-401-340	660.00
063-401-350	660.00
063-401-360	660.00
063-401-370	660.00
063-401-380	660.00
063-401-390	660.00
063-401-400	660.00
063-401-410	660.00
063-401-420	660.00
063-401-430	660.00
063-401-440	660.00
063-401-450	660.00
063-401-470	660.00
063-401-480	660.00
063-401-500	660.00
063-401-510	660.00
063-402-010	660.00
063-402-020	660.00
063-402-030	660.00
063-402-040	660.00
063-402-050	660.00
063-402-060	660.00
063-402-070	660.00
063-402-080	660.00
063-402-090	660.00
063-402-100	660.00
063-402-110	660.00
063-402-120	660.00
063-402-130	660.00
063-402-140	660.00
063-402-150	660.00
063-402-160	660.00
063-402-170	660.00
063-402-180	660.00
063-402-190	660.00
063-402-200	660.00
063-402-210	660.00
063-402-220	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-402-230	660.00
063-402-240	660.00
063-402-250	660.00
063-402-260	660.00
063-402-270	660.00
063-402-280	660.00
063-402-290	660.00
063-402-300	660.00
063-402-310	660.00
063-402-320	660.00
063-402-330	660.00
063-402-340	660.00
063-402-350	660.00
063-402-360	660.00
063-402-370	660.00
063-402-380	660.00
063-402-390	660.00
063-403-010	660.00
063-403-020	660.00
063-403-030	660.00
063-403-040	660.00
063-403-050	660.00
063-403-060	660.00
063-403-070	660.00
063-403-080	660.00
063-403-090	660.00
063-403-100	660.00
063-403-110	660.00
063-403-120	660.00
063-403-130	660.00
063-403-140	660.00
063-403-150	660.00
063-403-160	660.00
063-403-170	660.00
063-403-180	660.00
063-403-190	660.00
063-403-200	660.00
063-403-210	660.00
063-403-220	660.00
063-403-230	660.00
063-403-240	660.00
063-403-250	660.00
063-403-260	660.00
063-403-270	660.00
063-403-280	660.00
063-403-290	660.00
063-403-300	660.00
063-403-310	660.00
063-403-320	660.00
063-403-330	660.00
063-403-340	660.00
063-403-350	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-403-360	660.00
063-403-370	660.00
063-403-380	660.00
063-403-390	660.00
063-403-400	660.00
063-404-010	660.00
063-404-020	660.00
063-404-030	660.00
063-404-040	660.00
063-404-050	660.00
063-404-060	660.00
063-404-070	660.00
063-404-080	660.00
063-404-090	660.00
063-404-100	660.00
063-404-110	660.00
063-404-120	660.00
063-404-130	660.00
063-404-140	660.00
063-404-150	660.00
063-404-160	660.00
063-404-200	660.00
063-404-210	660.00
063-404-220	660.00
063-404-230	660.00
063-404-240	660.00
063-404-250	660.00
063-404-260	660.00
063-404-270	660.00
063-404-280	660.00
063-404-290	660.00
063-404-300	660.00
063-404-310	660.00
063-404-320	660.00
063-404-330	660.00
063-404-340	660.00
063-404-350	660.00
063-404-360	660.00
063-404-370	660.00
063-404-380	660.00
063-404-390	660.00
063-411-010	660.00
063-411-020	660.00
063-411-030	660.00
063-411-040	660.00
063-411-050	660.00
063-411-060	660.00
063-411-070	660.00
063-411-080	660.00
063-411-090	660.00
063-411-110	660.00
063-411-120	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-411-130	660.00
063-411-140	660.00
063-411-150	660.00
063-411-160	660.00
063-411-170	660.00
063-411-180	660.00
063-411-190	660.00
063-411-200	660.00
063-411-220	0.00
063-412-010	660.00
063-412-020	660.00
063-412-030	660.00
063-412-040	660.00
063-412-050	660.00
063-412-060	660.00
063-412-070	660.00
063-412-080	660.00
063-412-090	660.00
063-412-100	660.00
063-412-110	660.00
063-412-120	660.00
063-413-010	660.00
063-413-020	660.00
063-413-030	660.00
063-413-040	660.00
063-413-050	660.00
063-413-060	660.00
063-413-070	660.00
063-413-080	660.00
063-413-090	660.00
063-413-100	660.00
063-413-110	660.00
063-413-120	0.00
063-413-130	660.00
063-413-140	660.00
063-413-150	660.00
063-413-160	660.00
063-413-170	660.00
063-413-180	660.00
063-413-190	660.00
063-413-200	660.00
063-413-210	660.00
063-413-220	660.00
063-413-230	660.00
063-413-240	660.00
063-414-010	660.00
063-414-020	660.00
063-414-030	660.00
063-414-040	660.00
063-414-050	660.00
063-414-060	660.00
063-414-070	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-414-080	660.00
063-414-090	660.00
063-414-100	660.00
063-414-110	660.00
063-414-120	660.00
063-414-130	660.00
063-414-140	660.00
063-414-150	660.00
063-414-160	660.00
063-414-170	660.00
063-414-180	660.00
063-414-190	660.00
063-414-200	660.00
063-414-210	660.00
063-414-220	660.00
063-414-230	660.00
063-414-240	660.00
063-414-250	660.00
063-414-260	660.00
063-414-270	660.00
063-414-280	660.00
063-414-290	660.00
063-414-300	660.00
063-414-310	660.00
063-414-320	660.00
063-414-330	660.00
063-414-340	660.00
063-414-350	660.00
063-415-010	660.00
063-415-020	660.00
063-415-030	660.00
063-415-040	660.00
063-415-050	660.00
063-415-060	660.00
063-415-070	660.00
063-415-080	660.00
063-415-090	660.00
063-415-100	660.00
063-415-110	660.00
063-415-120	660.00
063-415-130	660.00
063-415-140	660.00
063-415-150	660.00
063-415-160	660.00
063-415-170	660.00
063-415-180	660.00
063-415-190	660.00
063-415-200	660.00
063-415-210	660.00
063-415-220	660.00
063-415-230	660.00
063-415-240	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-415-250	660.00
063-415-260	660.00
063-415-270	660.00
063-415-280	660.00
063-415-290	660.00
063-415-300	660.00
063-415-310	660.00
063-421-010	660.00
063-421-020	0.00
063-423-010	660.00
063-423-020	660.00
063-423-030	660.00
063-424-010	660.00
063-424-030	660.00
063-424-040	0.00
063-424-050	660.00
063-424-060	660.00
063-424-070	660.00
063-424-080	660.00
063-424-090	660.00
063-424-100	1,320.00
063-424-110	660.00
063-424-120	660.00
063-424-130	660.00
063-424-150	660.00
063-424-170	660.00
063-424-180	660.00
063-424-190	660.00
063-424-200	1,320.00
063-425-010	1,320.00
063-425-020	1,320.00
063-425-030	660.00
063-425-050	1,320.00
063-425-060	1,320.00
063-425-070	660.00
063-425-080	2,640.00
063-425-090	1,320.00
063-425-100	660.00
063-425-110	660.00
063-425-120	1,320.00
063-425-130	3,300.00
063-425-140	1,320.00
063-425-150	1,320.00
063-425-170	660.00
063-425-180	1,320.00
063-425-200	660.00
063-425-210	660.00
063-425-220	660.00
063-425-230	660.00
063-425-240	660.00
063-425-250	660.00
063-425-260	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-425-270	660.00
063-425-280	660.00
063-425-290	660.00
063-425-300	660.00
063-425-310	660.00
063-425-320	660.00
063-425-330	660.00
063-425-340	660.00
063-425-350	660.00
063-425-360	660.00
063-425-370	660.00
063-425-380	660.00
063-425-390	660.00
063-425-400	660.00
063-425-410	660.00
063-425-420	660.00
063-425-430	660.00
063-425-440	660.00
063-425-450	660.00
063-425-460	660.00
063-425-470	660.00
063-425-480	660.00
063-425-490	660.00
063-425-500	660.00
063-425-520	0.00
063-425-530	660.00
063-425-550	660.00
063-425-570	660.00
063-425-590	660.00
063-425-600	660.00
063-425-620	660.00
063-430-010	1,320.00
063-430-020	660.00
063-430-030	660.00
063-430-040	660.00
063-430-050	660.00
063-430-100	1,320.00
063-430-110	2,640.00
063-430-150	660.00
063-430-160	660.00
063-430-170	660.00
063-430-180	660.00
063-430-190	660.00
063-430-200	660.00
063-430-210	660.00
063-430-220	660.00
063-430-230	660.00
063-430-240	660.00
063-430-250	660.00
063-430-260	660.00
063-430-270	660.00
063-430-280	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-430-290	660.00
063-430-300	660.00
063-430-310	660.00
063-430-320	660.00
063-430-330	660.00
063-430-340	660.00
063-430-350	660.00
063-430-360	660.00
063-430-370	660.00
063-430-390	660.00
063-430-400	660.00
063-430-420	660.00
063-430-470	660.00
063-430-490	660.00
063-430-520	660.00
063-430-570	660.00
063-430-580	660.00
063-430-610	1,320.00
063-430-630	2,640.00
063-430-640	660.00
063-430-660	1,320.00
063-430-670	660.00
063-430-680	660.00
063-430-690	660.00
063-430-700	660.00
063-430-710	660.00
063-430-720	660.00
063-430-730	660.00
063-430-740	660.00
063-430-750	660.00
063-430-760	1,320.00
063-430-770	660.00
063-430-780	660.00
063-430-790	660.00
063-430-800	660.00
063-430-810	660.00
063-430-820	660.00
063-430-830	660.00
063-430-840	660.00
063-430-860	660.00
063-430-870	660.00
063-430-880	660.00
063-430-890	660.00
063-430-900	660.00
063-430-910	1,320.00
063-441-010	660.00
063-441-020	660.00
063-441-030	660.00
063-441-040	660.00
063-441-050	660.00
063-441-070	660.00
063-441-140	10,560.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-441-150	10,560.00
063-441-220	660.00
063-441-230	660.00
063-441-240	13,200.00
063-441-260	13,200.00
063-441-310	13,200.00
063-441-320	1,320.00
063-441-330	660.00
063-441-360	11,220.00
063-441-420	660.00
063-441-430	660.00
063-441-440	13,200.00
063-441-450	13,200.00
063-441-470	660.00
063-441-480	660.00
063-441-510	660.00
063-441-520	660.00
063-441-600	660.00
063-441-610	660.00
063-441-620	660.00
063-441-630	660.00
063-441-640	660.00
063-441-650	660.00
063-441-660	660.00
063-441-670	660.00
063-441-680	660.00
063-441-690	660.00
063-441-700	0.00
063-441-710	660.00
063-441-720	660.00
063-442-010	660.00
063-442-020	660.00
063-442-030	660.00
063-442-040	660.00
063-442-050	660.00
063-442-170	660.00
063-442-180	13,200.00
063-442-210	11,220.00
063-442-270	13,200.00
063-442-280	14,520.00
063-442-310	1,320.00
063-442-330	13,200.00
063-442-340	660.00
063-442-350	25,080.00
063-442-360	660.00
063-442-460	660.00
063-442-490	1,320.00
063-442-510	660.00
063-442-520	660.00
063-442-540	7,260.00
063-442-560	660.00
063-442-570	1,320.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-442-580	660.00
063-442-590	660.00
063-442-600	660.00
063-442-610	660.00
063-442-620	660.00
063-442-630	1,320.00
063-442-640	1,320.00
063-442-650	1,320.00
063-442-660	660.00
063-442-670	0.00
063-442-690	0.00
063-442-700	660.00
063-451-010	0.00
063-451-020	0.00
063-451-030	0.00
063-451-040	0.00
063-451-050	0.00
063-451-060	0.00
063-451-070	0.00
063-452-020	660.00
063-452-030	660.00
063-452-040	660.00
063-452-050	660.00
063-452-060	660.00
063-452-070	660.00
063-452-080	660.00
063-452-090	660.00
063-452-100	660.00
063-452-110	660.00
063-452-120	660.00
063-452-130	660.00
063-452-140	1,320.00
063-452-150	660.00
063-452-160	660.00
063-452-170	660.00
063-452-180	660.00
063-452-190	660.00
063-452-200	660.00
063-452-210	660.00
063-452-220	660.00
063-452-230	660.00
063-452-240	660.00
063-452-250	660.00
063-452-260	660.00
063-452-270	660.00
063-452-280	660.00
063-452-300	660.00
063-452-320	660.00
063-452-330	660.00
063-452-360	660.00
063-452-370	660.00
063-452-390	0.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-452-400	1,320.00
063-452-410	660.00
063-452-420	660.00
063-453-010	660.00
063-453-020	660.00
063-453-030	660.00
063-453-040	1,320.00
063-453-050	660.00
063-453-060	660.00
063-453-080	0.00
063-453-090	660.00
063-453-100	660.00
063-453-110	660.00
063-453-120	660.00
063-453-130	660.00
063-453-150	660.00
063-453-160	660.00
063-453-170	0.00
063-453-180	0.00
063-461-010	660.00
063-461-020	660.00
063-461-030	660.00
063-461-040	660.00
063-461-050	660.00
063-461-060	660.00
063-462-010	660.00
063-462-020	660.00
063-462-030	660.00
063-462-040	660.00
063-462-050	660.00
063-462-060	660.00
063-462-070	660.00
063-462-080	660.00
063-462-090	660.00
063-462-100	660.00
063-462-110	660.00
063-462-120	660.00
063-462-130	660.00
063-462-140	660.00
063-462-170	660.00
063-462-180	660.00
063-462-190	660.00
063-462-200	660.00
063-463-250	23,760.00
063-463-360	24,420.00
063-463-380	1,980.00
063-463-400	23,760.00
063-463-410	13,200.00
063-463-470	13,200.00
063-463-490	34,320.00
063-463-520	660.00
063-463-540	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-463-560	660.00
063-463-570	660.00
063-463-580	660.00
063-463-600	660.00
063-463-610	2,640.00
063-463-620	660.00
063-463-630	660.00
063-463-640	660.00
063-463-650	660.00
063-463-660	660.00
063-463-670	660.00
063-463-680	660.00
063-463-690	660.00
063-463-700	660.00
063-463-710	660.00
063-464-010	23,760.00
063-464-020	39,600.00
063-464-030	4,620.00
063-464-040	6,600.00
063-464-050	36,300.00
063-464-080	5,940.00
063-471-010	0.00
063-471-020	0.00
063-472-010	660.00
063-472-020	660.00
063-472-030	660.00
063-472-040	6,600.00
063-472-050	0.00
063-472-060	3,300.00
063-472-070	3,960.00
063-472-080	2,640.00
063-473-010	1,320.00
063-473-020	660.00
063-473-030	1,320.00
063-473-040	5,280.00
063-473-050	1,980.00
063-473-060	3,960.00
063-473-070	6,600.00
063-473-080	660.00
063-473-090	2,640.00
063-473-100	5,280.00
063-473-110	1,980.00
063-473-140	7,655.12
063-473-150	1,980.00
063-473-160	13,200.00
063-473-170	5,280.00
063-473-180	9,240.00
063-473-190	10,560.00
063-473-200	10,560.00
063-473-210	2,323.62
063-481-010	660.00
063-481-020	2,640.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-481-030	2,640.00
063-481-040	660.00
063-481-050	2,640.00
063-481-060	2,640.00
063-481-070	3,960.00
063-481-080	660.00
063-481-090	1,320.00
063-481-100	1,320.00
063-481-110	1,320.00
063-481-120	2,640.00
063-481-130	2,640.00
063-481-140	1,980.00
063-481-150	660.00
063-481-160	660.00
063-481-170	660.00
063-481-180	1,980.00
063-481-190	1,320.00
063-481-210	2,640.00
063-481-220	2,640.00
063-482-010	660.00
063-482-020	1,320.00
063-482-030	1,980.00
063-483-030	1,980.00
063-483-040	4,620.00
063-483-050	19,800.00
063-484-010	1,320.00
063-484-020	660.00
063-484-030	660.00
063-484-040	4,620.00
063-484-050	3,300.00
063-484-060	10,560.00
063-484-090	6,600.00
063-484-100	7,920.00
063-484-110	20,460.00
063-484-130	23,100.00
063-485-010	0.00
063-491-030	17,643.68
063-491-040	660.00
063-491-040	660.00
063-491-040	17,643.68
063-492-070	660.00
063-492-130	660.00
063-492-150	660.00
063-492-160	660.00
063-492-200	660.00
063-492-210	660.00
063-492-220	660.00
063-492-230	660.00
063-492-240	660.00
063-492-280	660.00
063-492-280	660.00
063-492-280	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-492-280	660.00
063-492-280	660.00
063-492-280	660.00
063-492-440	1,668.48
063-492-440	660.00
063-492-450	660.00
063-492-460	0.00
063-492-470	0.00
063-492-480	660.00
063-492-490	84,480.00
063-492-500	37,620.00
063-501-010	17,820.00
063-501-020	660.00
063-501-020	660.00
063-501-030	705.92
063-501-040	660.00
063-501-040	2,640.00
063-501-050	660.00
063-501-060	660.00
063-501-070	2,640.00
063-501-080	2,640.00
063-501-090	1,320.00
063-501-100	1,320.00
063-501-110	1,320.00
063-501-120	1,320.00
063-501-130	1,320.00
063-501-140	1,320.00
063-501-150	1,320.00
063-501-160	1,320.00
063-501-170	1,320.00
063-501-180	660.00
063-501-190	660.00
063-501-240	19,800.00
063-501-250	6,600.00
063-501-260	6,600.00
063-501-270	6,600.00
063-501-280	18,480.00
063-501-290	26,089.34
063-501-300	21,780.00
063-501-310	21,780.00
063-501-320	1,320.00
063-501-330	1,320.00
063-501-350	3,300.00
063-502-010	0.00
063-502-020	0.00
063-502-030	0.00
063-502-040	0.00
063-511-020	660.00
063-511-030	660.00
063-511-040	660.00
063-511-050	660.00
063-511-060	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-511-070	660.00
063-511-080	660.00
063-511-090	660.00
063-511-190	660.00
063-511-200	660.00
063-511-210	660.00
063-511-220	660.00
063-511-240	660.00
063-511-250	660.00
063-511-260	660.00
063-511-490	24,041.10
063-511-520	660.00
063-511-560	4,469.44
063-511-580	0.00
063-511-600	8,176.82
063-511-600	0.00
063-511-630	10,357.26
063-511-660	660.00
063-511-680	660.00
063-511-690	10,935.76
063-511-720	660.00
063-513-180	22,440.00
063-513-190	25,080.00
063-513-200	1,320.00
063-513-210	660.00
063-513-350	7,920.00
063-513-380	71,280.00
063-513-440	7,260.00
063-513-450	14,520.00
063-513-460	7,920.00
063-513-510	3,300.00
063-513-520	3,300.00
063-513-540	21,120.00
063-513-560	21,120.00
063-513-650	0.00
063-513-660	22,440.00
063-513-710	1,320.00
063-513-720	660.00
063-513-730	0.00
063-513-740	3,622.50
063-513-820	46,200.00
063-513-830	0.00
063-513-850	54,120.00
063-513-880	100,320.00
063-513-890	660.00
063-513-900	660.00
063-513-910	660.00
063-514-010	0.00
063-514-020	0.00
063-514-030	0.00
063-514-060	0.00
063-514-070	0.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-514-080	0.00
063-514-090	0.00
063-514-100	0.00
063-514-130	0.00
063-514-140	0.00
063-515-030	21,120.00
063-515-040	21,780.00
063-515-060	660.00
063-515-070	660.00
063-515-080	660.00
063-515-170	0.00
063-515-200	660.00
063-515-230	660.00
063-515-280	660.00
063-515-320	9,240.00
063-515-330	7,920.00
063-515-360	26,400.00
063-515-370	15,180.00
063-515-380	0.00
063-515-390	35,640.00
063-521-010	660.00
063-521-020	660.00
063-521-030	660.00
063-521-040	660.00
063-521-050	660.00
063-521-060	660.00
063-521-070	660.00
063-521-080	660.00
063-521-090	660.00
063-521-100	660.00
063-521-110	660.00
063-521-120	660.00
063-521-130	660.00
063-521-140	660.00
063-521-150	660.00
063-521-160	660.00
063-521-170	660.00
063-521-180	660.00
063-521-190	660.00
063-521-200	660.00
063-521-210	660.00
063-522-010	660.00
063-522-020	660.00
063-522-030	660.00
063-522-040	660.00
063-522-050	660.00
063-522-060	660.00
063-522-070	660.00
063-522-080	660.00
063-522-090	660.00
063-522-100	660.00
063-522-110	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-522-120	660.00
063-522-130	660.00
063-522-140	660.00
063-522-150	660.00
063-522-160	660.00
063-522-170	660.00
063-522-180	660.00
063-522-190	660.00
063-522-200	660.00
063-522-210	660.00
063-522-220	660.00
063-522-230	660.00
063-522-240	660.00
063-522-250	660.00
063-522-260	660.00
063-522-270	660.00
063-522-280	660.00
063-522-290	660.00
063-522-300	660.00
063-522-310	660.00
063-522-320	660.00
063-522-330	660.00
063-522-340	660.00
063-522-350	660.00
063-522-360	660.00
063-522-370	660.00
063-522-380	660.00
063-522-390	660.00
063-522-400	660.00
063-522-410	660.00
063-523-010	660.00
063-523-020	660.00
063-523-030	660.00
063-523-040	660.00
063-523-050	660.00
063-523-060	660.00
063-523-070	660.00
063-523-080	660.00
063-523-090	660.00
063-523-100	660.00
063-523-110	660.00
063-523-120	660.00
063-523-130	660.00
063-523-140	660.00
063-523-150	660.00
063-523-160	660.00
063-523-170	660.00
063-523-180	660.00
063-523-190	660.00
063-523-200	660.00
063-523-210	660.00
063-523-220	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-523-230	660.00
063-523-240	660.00
063-523-250	660.00
063-523-260	660.00
063-523-270	660.00
063-523-280	660.00
063-523-290	660.00
063-523-300	660.00
063-523-310	660.00
063-523-320	660.00
063-523-330	660.00
063-531-010	660.00
063-531-020	660.00
063-531-030	660.00
063-531-040	660.00
063-531-050	660.00
063-531-060	660.00
063-531-070	660.00
063-531-080	660.00
063-531-090	660.00
063-531-100	660.00
063-531-110	660.00
063-531-120	660.00
063-531-130	660.00
063-531-140	660.00
063-531-150	660.00
063-531-160	660.00
063-531-170	660.00
063-531-180	660.00
063-531-190	660.00
063-531-200	660.00
063-531-210	660.00
063-531-220	660.00
063-531-230	660.00
063-532-010	660.00
063-532-020	660.00
063-532-030	660.00
063-532-040	660.00
063-532-050	660.00
063-532-060	660.00
063-532-070	660.00
063-532-080	660.00
063-532-090	660.00
063-532-100	660.00
063-532-110	660.00
063-532-120	660.00
063-532-130	660.00
063-532-140	660.00
063-532-150	660.00
063-532-160	660.00
063-532-170	660.00
063-532-180	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-532-190	660.00
063-532-200	660.00
063-532-210	660.00
063-532-220	660.00
063-532-230	660.00
063-532-240	660.00
063-532-250	660.00
063-532-260	660.00
063-532-270	660.00
063-532-280	660.00
063-532-290	660.00
063-532-300	660.00
063-532-310	660.00
063-532-320	660.00
063-532-330	660.00
063-532-340	660.00
063-532-350	660.00
063-532-360	660.00
063-532-370	660.00
063-532-380	660.00
063-532-390	660.00
063-532-400	660.00
063-532-410	660.00
063-532-420	660.00
063-532-430	660.00
063-532-440	660.00
063-532-450	660.00
063-532-460	660.00
063-532-470	660.00
063-533-010	660.00
063-533-020	660.00
063-533-030	660.00
063-533-040	660.00
063-533-050	660.00
063-533-060	660.00
063-533-070	660.00
063-533-080	660.00
063-533-090	660.00
063-533-100	660.00
063-533-110	660.00
063-533-120	660.00
063-533-130	660.00
063-533-140	660.00
063-533-150	660.00
063-533-160	660.00
063-533-170	660.00
063-533-180	660.00
063-533-190	660.00
063-533-200	660.00
063-533-210	660.00
063-533-220	660.00
063-533-230	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-533-240	660.00
063-533-250	660.00
063-533-260	660.00
063-533-270	660.00
063-533-280	660.00
063-533-290	660.00
063-533-300	660.00
063-534-010	660.00
063-534-020	660.00
063-534-030	660.00
063-534-040	660.00
063-534-050	660.00
063-534-060	660.00
063-534-070	660.00
063-534-080	660.00
063-534-090	660.00
063-534-100	660.00
063-534-110	660.00
063-534-120	660.00
063-534-130	660.00
063-534-140	660.00
063-534-150	660.00
063-534-160	660.00
063-534-170	660.00
063-534-180	660.00
063-534-190	660.00
063-534-200	660.00
063-534-210	660.00
063-534-220	660.00
063-534-230	660.00
063-534-240	660.00
063-534-250	660.00
063-534-260	660.00
063-534-270	660.00
063-534-280	660.00
063-534-290	660.00
063-534-300	660.00
063-534-310	660.00
063-534-320	660.00
063-540-010	660.00
063-540-020	660.00
063-540-030	660.00
063-540-040	660.00
063-540-050	660.00
063-540-060	660.00
063-540-070	660.00
063-540-080	660.00
063-540-090	660.00
063-540-100	660.00
063-540-110	660.00
063-540-120	660.00
063-540-130	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-540-140	660.00
063-540-150	660.00
063-540-160	660.00
063-540-170	660.00
063-540-180	660.00
063-540-190	660.00
063-540-220	660.00
063-540-250	660.00
063-540-270	0.00
063-540-280	0.00
063-540-290	0.00
063-551-010	660.00
063-551-020	660.00
063-551-030	660.00
063-551-040	660.00
063-551-050	660.00
063-551-060	660.00
063-551-070	660.00
063-551-080	660.00
063-551-090	660.00
063-551-100	660.00
063-551-110	660.00
063-551-120	660.00
063-551-130	660.00
063-551-140	660.00
063-551-150	660.00
063-551-160	660.00
063-551-170	660.00
063-551-180	660.00
063-551-190	660.00
063-551-200	660.00
063-551-210	660.00
063-551-220	660.00
063-551-230	660.00
063-551-240	660.00
063-551-250	660.00
063-551-260	660.00
063-551-270	660.00
063-551-280	660.00
063-551-290	660.00
063-551-300	660.00
063-551-310	660.00
063-551-320	660.00
063-551-330	660.00
063-551-340	660.00
063-551-350	660.00
063-551-360	660.00
063-551-370	660.00
063-551-380	660.00
063-551-390	660.00
063-551-400	660.00
063-551-410	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-551-420	660.00
063-551-430	660.00
063-551-440	660.00
063-551-450	660.00
063-551-460	660.00
063-551-470	660.00
063-551-480	660.00
063-551-490	660.00
063-551-500	660.00
063-552-010	660.00
063-552-020	660.00
063-552-030	660.00
063-552-040	660.00
063-552-050	660.00
063-552-060	660.00
063-552-070	660.00
063-552-080	660.00
063-552-090	660.00
063-552-100	660.00
063-552-110	660.00
063-552-120	660.00
063-552-130	660.00
063-552-140	660.00
063-552-150	660.00
063-552-160	660.00
063-552-170	660.00
063-552-180	660.00
063-552-190	660.00
063-552-200	660.00
063-552-210	660.00
063-552-220	660.00
063-552-230	660.00
063-552-240	660.00
063-552-250	660.00
063-552-260	660.00
063-552-270	660.00
063-552-280	660.00
063-552-290	660.00
063-552-300	660.00
063-553-010	660.00
063-553-020	660.00
063-553-030	660.00
063-553-040	660.00
063-553-050	660.00
063-553-060	660.00
063-553-070	660.00
063-553-080	660.00
063-553-090	660.00
063-553-100	660.00
063-553-110	660.00
063-553-120	660.00
063-553-130	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-553-140	660.00
063-553-150	660.00
063-553-160	660.00
063-553-170	660.00
063-553-180	660.00
063-553-190	660.00
063-553-200	660.00
063-553-210	660.00
063-553-220	660.00
063-553-230	660.00
063-553-240	660.00
063-553-250	660.00
063-553-260	660.00
063-553-270	660.00
063-553-280	660.00
063-553-290	660.00
063-553-300	660.00
063-553-310	660.00
063-553-320	660.00
063-553-330	660.00
063-553-340	660.00
063-553-350	660.00
063-553-360	660.00
063-553-370	660.00
063-553-380	660.00
063-553-390	660.00
063-553-400	660.00
063-553-410	660.00
063-553-420	660.00
063-553-430	660.00
063-553-440	660.00
063-553-450	660.00
063-553-460	660.00
063-553-470	660.00
063-553-480	660.00
063-561-010	660.00
063-561-020	660.00
063-561-030	660.00
063-561-040	660.00
063-561-050	660.00
063-561-060	660.00
063-561-070	660.00
063-561-080	660.00
063-561-090	660.00
063-561-100	660.00
063-561-110	660.00
063-561-120	660.00
063-561-130	660.00
063-561-140	660.00
063-561-150	660.00
063-561-160	660.00
063-561-170	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-561-180	660.00
063-561-190	660.00
063-561-200	660.00
063-561-210	660.00
063-561-220	660.00
063-561-230	660.00
063-561-240	660.00
063-561-250	660.00
063-561-260	660.00
063-561-270	660.00
063-561-280	660.00
063-561-290	660.00
063-561-300	660.00
063-561-310	660.00
063-561-320	660.00
063-561-330	660.00
063-561-340	660.00
063-561-350	660.00
063-561-360	660.00
063-561-370	660.00
063-561-380	660.00
063-561-390	660.00
063-561-400	660.00
063-561-410	660.00
063-561-420	660.00
063-561-430	660.00
063-561-440	660.00
063-561-450	660.00
063-561-460	660.00
063-561-470	660.00
063-561-480	660.00
063-561-490	660.00
063-561-500	660.00
063-561-510	660.00
063-562-010	660.00
063-562-020	660.00
063-562-030	660.00
063-562-040	660.00
063-562-050	660.00
063-562-060	660.00
063-562-070	660.00
063-562-080	660.00
063-562-090	660.00
063-562-100	660.00
063-562-110	660.00
063-562-120	660.00
063-562-130	660.00
063-562-140	660.00
063-562-150	660.00
063-562-160	660.00
063-562-170	660.00
063-562-180	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-562-190	660.00
063-562-200	660.00
063-562-210	660.00
063-562-220	660.00
063-562-230	660.00
063-562-240	660.00
063-562-250	660.00
063-562-260	660.00
063-562-270	660.00
063-562-280	660.00
063-562-290	660.00
063-562-300	660.00
063-562-310	660.00
063-562-320	660.00
063-562-330	660.00
063-562-340	660.00
063-562-350	660.00
063-562-360	660.00
063-562-370	660.00
063-562-380	660.00
063-562-390	660.00
063-562-400	660.00
063-562-410	660.00
063-562-420	660.00
063-562-430	660.00
063-562-440	660.00
063-562-450	660.00
063-563-010	660.00
063-563-020	660.00
063-563-030	660.00
063-563-040	660.00
063-563-050	660.00
063-563-060	660.00
063-563-070	660.00
063-563-080	660.00
063-563-090	660.00
063-563-100	660.00
063-563-110	660.00
063-563-120	660.00
063-563-130	660.00
063-563-140	660.00
063-563-150	660.00
063-563-160	660.00
063-563-170	660.00
063-563-180	660.00
063-563-190	660.00
063-563-200	660.00
063-563-210	660.00
063-563-220	660.00
063-571-060	660.00
063-571-070	660.00
063-571-080	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-571-090	660.00
063-580-040	0.00
063-580-050	0.00
063-600-060	0.00
063-600-080	660.00
063-600-090	660.00
063-600-100	660.00
063-610-010	660.00
063-610-020	660.00
063-610-030	660.00
063-610-040	660.00
063-610-050	660.00
063-610-060	660.00
063-610-070	660.00
063-610-080	660.00
063-610-090	660.00
063-610-100	660.00
063-610-110	660.00
063-610-120	660.00
063-610-130	660.00
063-610-140	660.00
063-610-150	660.00
063-610-160	660.00
063-610-170	660.00
063-610-180	660.00
063-610-190	660.00
063-620-010	660.00
063-620-020	660.00
063-620-030	660.00
063-620-040	660.00
063-620-050	660.00
063-630-010	660.00
063-630-020	0.00
063-630-030	660.00
063-630-040	660.00
063-630-050	660.00
063-630-060	660.00
063-630-070	660.00
063-640-010	660.00
063-640-020	660.00
063-640-030	660.00
063-640-040	660.00
063-640-050	660.00
063-640-060	660.00
063-640-070	660.00
063-640-080	660.00
063-640-090	660.00
063-640-100	660.00
063-640-110	660.00
063-640-120	660.00
063-640-130	660.00
063-640-140	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-650-010	660.00
063-650-020	660.00
063-650-030	660.00
063-650-040	660.00
063-650-050	660.00
063-650-060	660.00
063-650-070	660.00
063-650-080	660.00
063-661-010	660.00
063-661-020	660.00
063-661-030	660.00
063-661-040	660.00
063-661-050	660.00
063-661-060	660.00
063-661-070	660.00
063-661-080	660.00
063-661-090	660.00
063-661-100	660.00
063-661-110	660.00
063-661-120	660.00
063-661-130	660.00
063-661-140	660.00
063-661-150	660.00
063-661-160	660.00
063-661-170	660.00
063-661-180	660.00
063-661-190	660.00
063-661-200	660.00
063-661-210	660.00
063-661-220	660.00
063-661-230	660.00
063-661-240	660.00
063-661-250	660.00
063-661-260	660.00
063-661-270	660.00
063-661-280	660.00
063-662-010	660.00
063-662-020	660.00
063-662-030	660.00
063-662-040	660.00
063-662-050	660.00
063-662-060	660.00
063-662-070	660.00
063-662-080	660.00
063-662-090	660.00
063-662-100	660.00
063-662-110	660.00
063-662-120	660.00
063-662-130	660.00
063-662-140	660.00
063-662-150	660.00
063-662-160	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-662-170	660.00
063-662-180	660.00
063-662-190	660.00
063-662-200	660.00
063-662-210	660.00
063-662-220	660.00
063-662-230	660.00
063-662-240	660.00
063-662-250	660.00
063-662-260	660.00
063-663-010	660.00
063-663-020	660.00
063-663-030	660.00
063-663-040	660.00
063-663-050	660.00
063-663-060	660.00
063-663-070	660.00
063-663-080	660.00
063-663-090	660.00
063-663-100	660.00
063-663-110	660.00
063-663-120	660.00
063-663-130	660.00
063-663-140	660.00
063-663-150	660.00
063-663-160	660.00
063-663-170	660.00
063-663-180	660.00
063-663-190	660.00
063-663-200	660.00
063-663-210	660.00
063-663-220	660.00
063-664-010	660.00
063-664-020	660.00
063-664-030	660.00
063-664-040	660.00
063-664-050	660.00
063-664-060	660.00
063-664-070	660.00
063-664-080	660.00
063-664-090	660.00
063-664-100	660.00
063-664-110	660.00
063-664-120	660.00
063-664-130	660.00
063-664-140	660.00
063-664-150	660.00
063-664-160	660.00
063-664-170	660.00
063-664-180	660.00
063-664-190	660.00
063-664-200	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-664-210	660.00
063-665-020	3,970.76
063-666-010	87,120.00
063-671-010	660.00
063-671-020	660.00
063-671-030	660.00
063-671-040	660.00
063-671-050	660.00
063-671-060	660.00
063-671-070	660.00
063-671-080	660.00
063-671-090	660.00
063-671-100	660.00
063-671-110	660.00
063-671-120	660.00
063-671-130	660.00
063-671-140	660.00
063-671-150	660.00
063-671-160	660.00
063-671-170	660.00
063-671-180	660.00
063-671-190	660.00
063-671-200	660.00
063-671-210	660.00
063-671-220	660.00
063-671-230	660.00
063-672-010	660.00
063-672-020	660.00
063-672-030	660.00
063-672-040	660.00
063-672-050	660.00
063-672-060	660.00
063-672-070	660.00
063-672-080	660.00
063-672-090	660.00
063-672-100	660.00
063-672-110	660.00
063-672-120	660.00
063-672-130	660.00
063-672-140	660.00
063-672-150	660.00
063-672-160	660.00
063-672-170	660.00
063-672-180	660.00
063-672-190	660.00
063-672-200	660.00
063-672-210	660.00
063-672-220	660.00
063-672-230	660.00
063-672-240	660.00
063-672-250	660.00
063-672-260	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-672-270	660.00
063-672-280	660.00
063-673-010	660.00
063-673-020	660.00
063-673-030	660.00
063-673-040	660.00
063-673-050	660.00
063-673-060	660.00
063-673-070	660.00
063-673-080	660.00
063-673-090	660.00
063-673-100	660.00
063-673-110	660.00
063-673-120	660.00
063-673-130	660.00
063-673-140	660.00
063-673-150	660.00
063-673-160	660.00
063-673-170	660.00
063-673-180	660.00
063-673-190	660.00
063-673-200	660.00
063-673-210	660.00
063-673-220	660.00
063-673-230	660.00
063-673-240	660.00
063-673-250	660.00
063-673-260	660.00
063-673-270	660.00
063-673-280	660.00
063-673-290	660.00
063-673-300	660.00
063-673-310	660.00
063-674-010	660.00
063-674-020	660.00
063-674-030	660.00
063-674-040	660.00
063-674-050	660.00
063-674-060	660.00
063-674-070	660.00
063-674-080	660.00
063-674-090	660.00
063-674-100	660.00
063-674-110	660.00
063-674-120	660.00
063-674-130	660.00
063-674-140	660.00
063-674-150	660.00
063-674-160	660.00
063-674-170	660.00
063-674-180	660.00
063-674-190	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-674-200	660.00
063-675-010	660.00
063-675-020	660.00
063-675-030	660.00
063-675-040	660.00
063-675-050	660.00
063-675-060	660.00
063-675-070	660.00
063-675-080	660.00
063-675-090	660.00
063-675-100	660.00
063-675-110	660.00
063-675-120	660.00
063-675-130	660.00
063-675-140	660.00
063-675-150	660.00
063-675-160	660.00
063-675-170	660.00
063-675-180	660.00
063-676-020	0.00
063-680-020	4,007.66
063-680-020	660.00
063-680-020	8,519.74
063-680-090	0.00
063-680-100	660.00
063-680-110	660.00
063-680-130	1,103.08
063-680-150	65,325.84
063-680-180	0.00
063-680-190	660.00
063-690-010	660.00
063-690-020	660.00
063-690-030	660.00
063-690-040	660.00
063-690-050	660.00
063-690-060	660.00
063-690-070	660.00
063-690-080	660.00
063-690-090	660.00
063-690-100	660.00
063-690-110	660.00
063-690-120	660.00
063-690-130	660.00
063-690-140	660.00
063-690-150	660.00
063-690-160	660.00
063-690-170	660.00
063-690-180	660.00
063-690-190	660.00
063-690-200	660.00
063-690-210	660.00
063-690-220	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-690-230	660.00
063-690-240	660.00
063-690-250	660.00
063-690-260	660.00
063-690-270	660.00
063-690-280	660.00
063-690-290	660.00
063-690-300	660.00
063-690-310	660.00
063-690-320	660.00
063-700-010	660.00
063-700-020	660.00
063-700-030	660.00
063-700-040	660.00
063-700-050	660.00
063-700-060	660.00
063-700-070	660.00
063-700-080	660.00
063-700-090	660.00
063-700-100	660.00
063-700-110	660.00
063-700-120	660.00
063-700-130	660.00
063-700-140	660.00
063-700-150	660.00
063-700-160	660.00
063-700-170	660.00
063-700-180	660.00
063-700-190	660.00
063-700-200	660.00
063-710-010	660.00
063-710-020	660.00
063-710-030	660.00
063-710-040	660.00
063-710-050	660.00
063-710-060	660.00
063-710-070	660.00
063-720-010	660.00
063-720-020	660.00
063-720-030	660.00
063-720-040	660.00
063-720-050	660.00
063-720-060	660.00
063-720-070	660.00
063-720-080	660.00
063-720-090	660.00
063-720-100	660.00
063-720-110	660.00
063-720-120	660.00
063-720-130	660.00
063-720-140	660.00
063-720-150	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-720-160	0.00
063-720-170	0.00
063-720-180	0.00
063-720-190	0.00
063-720-200	660.00
063-720-210	660.00
063-720-220	660.00
063-720-230	660.00
063-720-240	660.00
063-720-260	660.00
063-720-270	660.00
063-720-280	660.00
063-720-290	660.00
063-720-300	660.00
063-730-010	660.00
063-730-020	660.00
063-730-030	660.00
063-730-040	660.00
063-730-050	660.00
063-730-060	660.00
063-730-070	660.00
063-730-080	660.00
063-730-090	660.00
063-730-100	660.00
063-730-110	660.00
063-730-120	660.00
063-730-130	660.00
063-730-140	660.00
063-730-150	660.00
063-730-160	660.00
063-730-170	660.00
063-730-180	660.00
063-730-190	660.00
063-730-200	660.00
063-730-210	660.00
063-730-220	660.00
063-730-230	660.00
063-730-240	660.00
063-730-250	660.00
063-730-260	660.00
063-730-270	660.00
063-730-280	660.00
063-730-290	660.00
063-730-300	660.00
063-730-310	660.00
063-730-320	660.00
063-730-330	660.00
063-730-340	660.00
063-730-350	660.00
063-730-360	660.00
063-730-370	660.00
063-730-380	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
063-730-390	660.00
063-730-400	660.00
063-730-410	660.00
063-730-420	660.00
063-730-430	660.00
063-730-440	660.00
063-730-450	660.00
063-730-460	660.00
063-730-470	660.00
063-730-480	660.00
063-730-490	660.00
063-730-500	660.00
063-730-510	660.00
110-620-010	660.00
110-620-020	660.00
110-620-030	660.00
110-620-040	660.00
110-620-050	660.00
110-620-060	660.00
110-620-070	660.00
110-620-080	660.00
110-620-090	660.00
110-620-100	660.00
110-620-110	660.00
110-620-120	660.00
110-620-130	660.00
110-620-140	660.00
110-620-150	660.00
110-620-160	660.00
110-620-170	660.00
110-620-180	660.00
111-410-010	660.00
111-410-020	660.00
111-410-030	660.00
111-410-040	660.00
111-410-050	660.00
111-410-060	660.00
111-410-070	660.00
111-410-080	660.00
111-410-090	660.00
111-410-100	660.00
111-410-110	660.00
111-410-120	660.00
111-410-130	660.00
111-410-140	660.00
111-410-150	660.00
111-420-010	660.00
111-420-020	660.00
111-420-030	660.00
111-420-040	660.00
111-420-050	660.00
111-420-060	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
111-420-070	660.00
111-420-080	660.00
111-420-090	660.00
111-420-100	660.00
111-420-110	660.00
111-420-120	660.00
111-420-130	660.00
111-420-140	660.00
111-420-150	660.00
111-430-010	660.00
111-430-020	660.00
111-430-030	660.00
111-430-040	660.00
111-430-050	660.00
111-430-060	660.00
111-430-070	660.00
111-430-080	660.00
111-430-090	660.00
111-430-100	660.00
111-430-110	660.00
111-430-120	660.00
111-440-010	660.00
111-440-020	660.00
111-440-030	660.00
111-440-040	660.00
111-440-050	660.00
111-440-060	660.00
111-440-070	660.00
111-440-080	660.00
111-440-090	660.00
111-470-010	660.00
111-470-020	660.00
111-470-030	660.00
111-470-040	660.00
111-470-050	660.00
111-470-060	660.00
111-470-070	660.00
111-470-080	660.00
111-470-090	660.00
111-470-100	660.00
111-470-110	660.00
111-470-120	660.00
111-470-130	660.00
111-470-140	660.00
111-470-150	660.00
111-470-160	660.00
111-470-170	660.00
111-470-180	660.00
111-470-190	660.00
111-470-200	660.00
111-470-210	660.00
111-470-220	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
111-470-230	660.00
111-470-240	660.00
111-470-250	660.00
111-470-260	660.00
111-470-270	660.00
111-470-280	660.00
111-470-290	660.00
111-470-300	660.00
111-470-310	660.00
111-470-320	660.00
111-470-330	660.00
111-470-340	660.00
111-470-350	660.00
111-470-360	660.00
111-800-010	660.00
111-800-020	660.00
111-800-030	660.00
111-800-040	660.00
111-800-050	660.00
111-800-060	660.00
111-800-070	660.00
111-800-080	660.00
111-800-090	660.00
111-800-100	660.00
111-800-110	660.00
111-800-120	660.00
111-800-130	660.00
111-800-140	660.00
111-800-150	660.00
111-800-160	660.00
111-800-170	660.00
111-800-180	660.00
111-800-190	660.00
111-800-200	660.00
111-800-210	660.00
111-800-220	660.00
111-800-230	660.00
111-800-240	660.00
111-800-250	660.00
111-800-260	660.00
111-800-270	660.00
111-800-280	660.00
111-890-010	660.00
111-890-020	660.00
111-890-030	660.00
111-890-040	660.00
113-530-010	660.00
113-530-020	660.00
113-530-030	660.00
113-530-040	660.00
113-530-050	660.00
113-530-060	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
113-710-010	660.00
113-710-020	660.00
113-710-030	660.00
113-710-040	660.00
113-710-050	660.00
113-710-060	660.00
113-720-010	660.00
113-720-020	660.00
113-720-030	660.00
113-720-040	660.00
113-740-010	660.00
113-740-020	660.00
113-740-030	660.00
113-740-040	660.00
113-740-050	660.00
113-740-060	660.00
113-740-070	660.00
113-740-080	660.00
114-120-010	660.00
114-120-020	660.00
114-160-010	660.00
114-160-020	660.00
114-160-030	660.00
114-160-040	660.00
114-160-050	660.00
114-160-060	660.00
114-160-070	660.00
114-160-080	660.00
114-160-090	660.00
114-160-100	660.00
114-160-110	660.00
114-160-120	660.00
114-160-130	660.00
114-160-140	660.00
114-160-150	660.00
114-160-160	660.00
114-160-170	660.00
114-160-180	660.00
114-160-190	660.00
114-160-200	660.00
114-160-210	660.00
114-160-220	660.00
114-160-230	660.00
114-160-240	660.00
114-160-250	660.00
114-160-260	660.00
114-160-270	660.00
114-160-280	660.00
114-240-010	660.00
114-240-020	660.00
114-240-030	660.00
114-240-040	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
114-240-050	660.00
114-240-060	660.00
114-240-070	660.00
114-240-080	660.00
114-240-090	660.00
114-240-100	660.00
114-240-110	660.00
114-240-120	660.00
114-240-130	660.00
114-240-140	660.00
114-240-150	660.00
114-240-160	660.00
114-240-170	660.00
114-240-180	660.00
114-240-190	660.00
114-240-200	660.00
114-240-210	660.00
114-240-220	660.00
114-240-230	660.00
114-240-240	660.00
114-240-250	660.00
114-240-260	660.00
114-240-270	660.00
114-240-280	660.00
114-240-290	660.00
114-240-300	660.00
114-260-010	660.00
114-260-020	660.00
114-260-030	660.00
114-260-040	660.00
114-260-050	660.00
114-260-060	660.00
114-260-070	660.00
114-260-080	660.00
114-260-090	660.00
114-260-100	660.00
114-260-110	660.00
114-260-120	660.00
114-260-130	660.00
114-260-140	660.00
114-260-150	660.00
114-260-160	660.00
114-260-170	660.00
114-260-180	660.00
114-260-190	660.00
114-260-200	660.00
114-260-210	660.00
114-260-220	660.00
114-260-230	660.00
114-260-240	660.00
114-260-250	660.00
114-260-260	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
114-260-270	660.00
114-260-280	660.00
114-260-290	660.00
114-260-300	660.00
114-260-310	660.00
114-260-320	660.00
114-260-330	660.00
114-260-340	660.00
114-260-350	660.00
114-260-360	660.00
114-260-370	660.00
114-260-380	660.00
114-260-390	660.00
114-260-400	660.00
114-260-410	660.00
114-260-420	660.00
114-260-430	660.00
114-260-440	660.00
114-260-450	660.00
114-260-460	660.00
114-260-470	660.00
114-260-480	660.00
114-260-490	660.00
114-260-500	660.00
114-260-510	660.00
114-260-520	660.00
114-260-530	660.00
114-260-540	660.00
114-260-550	660.00
114-260-560	660.00
114-260-570	660.00
114-260-580	660.00
114-260-590	660.00
114-260-600	660.00
114-260-610	660.00
114-260-620	660.00
114-260-630	660.00
114-260-640	660.00
114-260-650	660.00
114-260-660	660.00
114-260-670	660.00
114-260-680	660.00
114-260-690	660.00
114-260-700	660.00
114-260-710	660.00
114-260-720	660.00
114-260-730	660.00
114-260-740	660.00
114-260-750	660.00
114-260-760	660.00
114-260-770	660.00
114-260-780	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
114-260-790	660.00
114-260-800	660.00
114-260-810	660.00
114-260-820	660.00
114-260-830	660.00
114-260-840	660.00
114-260-850	660.00
114-260-860	660.00
114-260-870	660.00
114-260-880	660.00
114-260-890	660.00
114-260-900	660.00
114-280-010	660.00
114-280-020	660.00
114-280-030	660.00
114-280-040	660.00
114-370-010	660.00
114-370-020	660.00
114-450-010	660.00
114-450-020	660.00
114-450-030	660.00
114-450-040	660.00
114-450-050	660.00
114-450-060	660.00
114-460-010	660.00
114-460-020	660.00
114-460-030	660.00
114-460-040	660.00
114-460-050	660.00
114-460-060	660.00
114-460-070	660.00
114-460-080	660.00
114-460-090	660.00
114-460-100	660.00
114-460-110	660.00
114-460-120	660.00
114-460-130	660.00
114-460-140	660.00
114-460-150	660.00
114-460-160	660.00
114-460-170	660.00
114-460-180	660.00
114-460-190	660.00
114-460-200	660.00
114-460-210	660.00
114-460-220	660.00
114-460-230	660.00
114-460-240	660.00
114-460-250	660.00
114-460-260	660.00
114-460-270	660.00
114-460-280	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
114-460-290	660.00
114-460-300	660.00
118-121-010	660.00
118-121-020	660.00
118-121-030	660.00
118-121-040	660.00
118-121-050	660.00
118-121-060	660.00
118-121-070	660.00
118-121-080	660.00
118-121-090	660.00
118-121-100	660.00
118-121-110	660.00
118-121-120	660.00
118-121-130	660.00
118-121-140	660.00
118-121-150	660.00
118-121-160	660.00
118-121-170	660.00
118-121-180	660.00
118-121-190	660.00
118-121-200	660.00
118-121-210	660.00
118-121-220	660.00
118-121-230	660.00
118-121-240	660.00
118-121-250	660.00
118-121-260	660.00
118-121-270	660.00
118-121-280	660.00
118-121-290	660.00
118-121-300	660.00
118-121-310	660.00
118-121-320	660.00
118-121-330	660.00
118-121-340	660.00
118-121-350	660.00
118-121-360	660.00
118-121-370	660.00
118-121-380	660.00
118-121-390	660.00
118-121-400	660.00
118-121-410	660.00
118-121-420	660.00
118-121-430	660.00
118-121-440	660.00
118-121-450	660.00
118-121-460	660.00
118-121-470	660.00
118-121-480	660.00
118-121-490	660.00
118-121-500	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
118-121-510	660.00
118-121-520	660.00
118-121-530	660.00
118-121-540	660.00
118-121-550	660.00
118-121-560	660.00
118-121-570	660.00
118-121-580	660.00
118-121-590	660.00
118-121-600	660.00
118-121-610	660.00
118-121-620	660.00
118-121-630	660.00
118-121-640	660.00
118-121-650	660.00
118-121-660	660.00
118-121-670	660.00
118-121-680	660.00
118-121-690	660.00
118-121-700	660.00
118-121-710	660.00
118-121-720	660.00
118-121-730	660.00
118-121-740	660.00
118-121-750	660.00
118-121-760	660.00
118-122-010	660.00
118-122-020	660.00
118-122-030	660.00
118-122-040	660.00
118-122-050	660.00
118-122-060	660.00
118-122-070	660.00
118-122-080	660.00
118-122-090	660.00
118-122-100	660.00
118-122-110	660.00
118-122-120	660.00
118-122-130	660.00
118-122-140	660.00
118-122-150	660.00
118-122-160	660.00
118-122-170	660.00
118-122-180	660.00
118-122-190	660.00
118-122-200	660.00
118-122-210	660.00
118-122-220	660.00
118-122-230	660.00
118-122-240	660.00
118-122-250	660.00
118-122-260	660.00

EAST PALO ALTO SANITARY DISTRICT
SEWER SERVICE CHARGES FY 2026-27

APN	Charge (\$)
118-122-270	660.00
118-122-280	660.00
118-122-290	660.00
118-122-300	660.00
118-122-310	660.00
118-122-320	660.00
118-122-330	660.00
118-122-340	660.00
118-122-350	660.00
118-122-360	660.00
118-122-370	660.00
118-122-380	660.00
118-122-390	660.00
118-122-400	660.00
118-122-410	660.00