



EAST PALO ALTO CITY COUNCIL REGULAR SESSION AGENDA

Tuesday, January 20, 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.

Please click this URL to join

<https://us06web.zoom.us/j/82225247830>

Or join by phone:

Dial (for higher quality, dial a number based on your current location):

US: +1 669 900 6833 or

+ 1 346 248 7799 or

+ 1 253 215 8782 or

+ 1 312 626 6799 or

+ 1 929 205 6099 or

+ 1 301 715 8592

Webinar ID: 822 2524 7830

International numbers available: <https://zoom.us/u/aMWYF4KT>

REQUEST TO APPEAR REMOTELY

Just Cause (Gov't Code § 54953(f)(2)(A)(i)):

Councilmember Martha Barragan.

General description: travel on official city business (Gov't Code § 54953(j)(2)(D)).

1. CALL TO ORDER AND ROLL CALL

2. APPROVAL OF THE AGENDA

3. APPROVAL OF CONSENT CALENDAR

3.1 University Avenue/101 Pedestrian Overcrossing Project Ghiradelli Second Contract Amendment

Recommendation:

Adopt a Resolution:

1. Authorizing the City Manager to execute a second amendment to the agreement with Ghirardelli Construction, Inc., (Ghirardelli) for construction management services, increasing the contract amount by fifty thousand dollars (\$50,000), for a new not-to-exceed contract amount of \$2,259,557.83;
2. Finding that the proposed action—contract amendments for the construction of a public works project—is not a “project” under 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.

3.2 Parking Signage along Woodland Avenue

Recommendation:

Adopt a resolution:

1. Authorizing signage indicating the restriction of parking along the west side of Woodland Avenue between University Avenue and West Bayshore Road; and
2. Finding that the proposed project is exempt from the requirements of the California Environmental Quality Act (“CEQA”) pursuant to CEQA Guidelines sections 15301, 15303, and 15304 (Class 1, 3, and 4).

3.3 Authorization to Award Agreement to Ken Brown Strategic Consulting to

Provide Federal and State Legislative Advocacy Services

Recommendation: Adopt a resolution:

1. Selecting Ken Brown Strategic Consulting as the vendor to provide Federal and State Legislative Advocacy Services pursuant to the results of the competitive procurement process;
2. Authorizing the City Manager to execute a five-year agreement, in a form approved by the City Attorney, with Ken Brown Strategic Consulting (KBSC) for Federal and State Legislative Advocacy Services, in an amount not-to-exceed \$865,800.00; and
3. 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)(5) in that it is a governmental administrative activity that will not result in direct or indirect changes in the environment.

3.4 Ola Mae Anderson Augmon Proclamation

Recommendation: Present the proclamation.

3.5 Johnnie Melvin Vickers Proclamation

Recommendation: Present the proclamation.

3.6 Minutes of the December 16, 2025 Meeting

Recommendation: Adopt the minutes of the December 16, 2025, Meeting.

3.7 Mayoral Committee Appointments and Assignments

Recommendation:

By motion, update or confirm existing appointments and assignment list to regional boards, committees, and commissions, and direct staff to file a revised appointments and assignments list with affected agencies.

4. CLOSED SESSION

5. PUBLIC COMMENT

6. ADJOURN CITY COUNCIL REGULAR MEETING TO THE EAST PALO ALTO SANITARY DISTRICT BOARD MEETING

7. APPROVAL OF EPASD CONSENT CALENDAR

7.1 Parking Restrictions Signage at the EPASD facility, 901 Weeks Street

Recommendation: The EPASD Board adopt a Resolution allowing signage to be erected restricting parking at the East Palo Alto Sanitary District facility located at 901 Weeks Street.

8. **ADJOURN EAST PALO ALTO SANITARY DISTRICT BOARD MEETING AND RECONVENE CITY COUNCIL REGUALR MEETING**
9. **INFORMATIONAL REPORTS**
10. **SPECIAL PRESENTATIONS**
 - 10.1 HIP Housing Presentation
 - 10.2 San Jose Conversation Corps
11. **PUBLIC HEARINGS**
12. **POLICY AND ACTION**
13. **COUNCIL REPORTS**
 - 13.1 Letter from Mayor Webster Lincoln
14. **ADJOURNMENT**

Upcoming meetings:

February 3, 2026	Regular Meeting	6:00 PM
February 7, 2026	Team Building Retreat	9:00 AM
February 24, 2026	Special Meeting	6:00 PM

This AGENDA is posted in accordance with Government Code Section 54954.2(a)

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: Januar 9, 2026

ATTEST:

James Colin

 City Clerk



EAST PALO ALTO CITY COUNCIL STAFF REPORT

DATE: January 20, 2026

TO: Honorable Mayor and Members of the City Council

VIA: Melvin E. Gaines, City Manager

BY: Humza Javed, Public Works Director
Batool Zaro, Senior Engineer

SUBJECT: University Avenue/101 Pedestrian Overcrossing Project Ghirardelli Second Contract Amendment

Recommendation

Adopt a Resolution:

1. Authorizing the City Manager to execute a second amendment to the agreement with Ghirardelli Associates, Inc., (Ghirardelli) for construction management services, in a form approved by the City Attorney, increasing the contract amount by ninety thousand dollars (\$90,000), for a new not-to-exceed contract amount of \$2,314,308.83; and
2. Finding that the proposed action—contract amendments for the construction of a public works project—is not a “project” under 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.

Alignment with City Council Strategic Plan

This recommendation is primarily aligned with:

Public Health, Safety, and Quality of Life

Background

The U.S. Highway 101 / University Avenue Interchange Improvements Project (Project)

constructed a bicycle and pedestrian overcrossing over U.S. Highway 101, connecting Woodland Avenue to Donohoe Street. This new overcrossing provides a safe Americans with Disability Act (ADA) compliant route for cyclists and pedestrians. The project also included improvements to University Avenue and the northbound and southbound off ramps from U.S. Highway 101.

On March 1, 2022, the City Council approved the plans, specifications, and estimates (PS&E) through Resolution No. 21-2022 and authorized the City Manager to advertise for construction bids. On April 4, 2023, the City Council adopted Resolution No. 34-2023 awarding the construction contract to MCM, the construction management contract to Ghirardelli, and a design contract amendment to AECOM.

On May 6, 2025, the City Council approved resolution 37-2025 authorizing the first contract amendment with Ghirardelli for construction management services, increasing the contract amount by three hundred and seventy thousand dollars (\$370,000), for a new not-to-exceed contract amount of \$2,314,308.83.

Analysis

The pedestrian overcrossing has been fully constructed and a ribbon cutting celebration was held on November 22, 2025. However, there are portions of the overall project that have not been fully completed yet. The contractor (MCM) is currently working on planting, irrigation, and punch-list (incomplete contract) items, which includes work identified during a Caltrans project wide safety inspection. Most of this work is within Caltrans' right of way.

Additionally, the contractor has submitted seven notices of potential claims (NOPC) that are currently in the process of being resolved. It is anticipated the NOPCs will be resolved without any additional impacts to the approved project budget.

The punch-list scope is expected to be completed by the end of January 2026, and an additional three months of construction management support is anticipated to resolve the NOPCs, assist with project grant reimbursements, and closeout the project. A contract amendment in the amount of \$90,000 with Ghirardelli will be adequate to bring the project to the finish line.

Fiscal Impact

Staff recommends appropriating an additional \$90,000 of capital funds towards this project. Staff is concurrently working with the San Mateo County Transportation Authority (TA) to get reimbursement for a portion of these funds. Subject to TA Board approval, up to 90% of this cost may be reimbursed 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.

Environmental

The proposed action-contract amendment for the construction of a public works project-is not a “project” under 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.

The project has previously received NEPA and CEQA approval as follows:

NEPA

The California Department of Transportation (Caltrans), the lead agency under the National Environmental Protection Act (NEPA), filed a NEPA Determination finding the project exempt from NEPA [Categorical Exclusion under 23 CFR 771.117(c): activity 27.]

CEQA

Environmental clearance was obtained in 2016. In accordance with California Environmental Quality Act (CEQA), on March 14, 2016, the Planning Commission approved Resolution No. PC 2016-04, adopting a mitigated negative declaration, mitigation monitoring program (18 mitigations), and an architectural supervision entitlement, for the underlying project. The updated lighting is consistent with the lighting analyzed in the previous CEQA document and there is no change to the potential impact. No new information was provided that would require a subsequent or supplemental mitigated negative declaration per Public Resources Code §21166 or CEQA Guidelines §15162.

Government Code § 84308

Applicability of Levine Act: No, as the proposed action involves a contract amendment that was originally competitively bid.

Analysis of Levine Act Compliance: Not applicable.

Attachments

1. Resolution
2. Cost proposal

January 8, 2026
 Humza Javed, PE., QSD
 Public Works Director
 City of East Palo Alto
 1960 Tate Street
 East Palo Alto, CA 94303

RE: US 101/University Avenue – Contract Amendment

Dear Mr. Javed,

This letter supersedes our previous letters dated December 5th & 29th, 2025 regarding budget for a contract amendment. I am writing to request authorization for additional construction management budget for the US 101/University Ave POC Project. The currently authorized budget for Ghirardelli’s construction management contract is \$2,209,557.83. That includes the following:

Original Contract \$1,685,735.30
 Change Order No. 1 \$153,822.53
 Authorized in May ’25 \$370,000.00

We now estimate the authorized budget will be exhausted on or about the end of January 2026. The Contractor (MCM) is currently working on planting, irrigation, and punch list items, which includes work identified during a Caltrans project wide safety inspection. We expect punch list work to be completed by the end of January 2026. We anticipate two to four additional months of construction management work to close the project out.

Below is a projection showing actual values in black font and estimated values in brown font.

Invoice #	Project #	Work Thru	Invoice Amount	Cumulative Total Used	Auth Budget (no contingency)
25	22085	Jun-25	\$55,689.02	\$1,941,953.67	\$2,209,557.83
26	22085	Jul-25	\$51,653.01	\$1,993,606.68	\$2,209,557.83
27	22085	Aug-25	\$58,831.11	\$2,052,437.79	\$2,209,557.83
28	22085	Sep-25	\$45,602.23	\$2,098,040.02	\$2,209,557.83
29	22085	Oct-25	\$46,333.75	\$2,144,373.77	\$2,209,557.83
30	22085	Nov-25	\$29,903.21	\$2,174,276.98	\$2,209,557.83
31	22085	Dec-25	\$5,000.00	\$2,179,276.98	\$2,209,557.83
32	22085	Jan-26	\$28,000.00	\$2,207,276.98	\$2,209,557.83
33	22085	Feb-26	\$28,000.00	\$2,235,276.98	\$2,209,557.83
34	22085	Mar-26	\$20,000.00	\$2,255,276.98	\$2,209,557.83
35	22085	Apr-26	\$20,000.00	\$2,275,276.98	\$2,209,557.83
36	22085	May-26	\$20,000.00	\$2,295,276.98	\$2,209,557.83

Here is a breakdown showing the approximate number of hours per person that we estimate will be needed to close out the project. This represents the \$28k shown for January 2026.

Resident Engineer/Assistant -	80 hours/month
Office Engineer -	10 hours/month
Contract Reimbursement Manager -	8 hours/month
Construction Inspector -	16 hours/month

Based on those projections, we are **requesting \$90k** of additional budget to complete the project. That would increase the authorized budget from \$2,209,557.83 to \$2,299,557.83.

If there are any questions, or if the City wants more information, please let me know.

Sincerely,



Scott S. Buckley, P.E., PMP
Resident Engineer
Ghirardelli Associates, Inc.

cc: Humza Javed & Anwar Mirza (City of East Palo Alto), Charlie Krueger (Ghirardelli)

RESOLUTION NO. XX – 2026

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

AUTHORIZING THE CITY MANAGER TO EXECUTE A SECOND AMENDMENT TO THE AGREEMENT WITH GHIRARDELLI ASSOCIATES, INC., FOR CONSTRUCTION MANAGEMENT SERVICES, INCREASING THE CONTRACT AMOUNT BY \$90,000, FOR A NEW NOT-TO-EXCEED CONTRACT AMOUNT OF \$2,314,308.83

WHEREAS, on April 2023, the City Council adopted Resolution No. 34-2023 approving a construction contract with MCM Construction, Inc., a construction management contract with Ghirardelli & Associates, Inc. (Ghirardelli), and a design contract amendment with AECOM Technical Services Inc. for the construction of the University Avenue/ 101 Pedestrian Overcrossing project (Project); and

WHEREAS, the Project is substantially complete, and a ribbon cutting was held on November 22, 2025; and

WHEREAS, the final phase of the project includes landscaping, planting and irrigation primarily located in the Caltrans' right of way; and

WHEREAS, in order to ensure the work is completed per project specifications and Caltrans' satisfaction, additional construction management support from Ghirardelli is needed; and

WHEREAS, a contract amendment in the amount of \$90,000 with Ghirardelli will ensure there is adequate support needed to complete the project per project specifications.

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 a second amendment to the agreement with Ghirardelli Construction, Inc., in a form approved by the City Attorney, increasing the contract amount by ninety thousand (\$90,000), for a new not-to-exceed contract amount of \$2,314,308.83 for construction management services; and
3. Finding that the proposed action—contract amendments for the construction of a public works project—is not a “project” under 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.

PASSED AND ADOPTED this 20th of January 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 CITY COUNCIL STAFF REPORT

DATE: January 20, 2026

TO: Honorable Mayor and Members of the City Council

VIA: Melvin E. Gaines, City Manager

BY: Humza Javed, Public Works Director
Batool Zaro, Senior Engineer

SUBJECT: Parking Signage along Woodland Avenue

Recommendation

Adopt a resolution:

1. Authorizing signage indicating the restriction of parking along the west side of Woodland Avenue between University Avenue and West Bayshore Road; and
2. Finding that the proposed project is exempt from the requirements of the California Environmental Quality Act (“CEQA”) pursuant to CEQA Guidelines sections 15301, 15303, and 15304 (Class 1, 3, and 4).

Alignment with City Council Strategic Plan

This recommendation is primarily aligned with:

Public Health, Safety, and Quality of Life

Background

Woodland Avenue is a connector roadway that runs in the north-south direction, serving traffic in both directions. Between University Avenue and West Bayshore Road, this section of Woodland Avenue lacks sidewalk and bike lanes. Moreover, due to the narrow roadway width, there isn’t enough space for parking along both sides of the corridor.

Over the years, the City of East Palo Alto (City) staff have received many complaints regarding improper parking along the corridor. In addition to parking issues, there is also a concern with illegal dumping and encampments along Woodland Avenue.

Due to Woodland Avenue's proximity to the San Francisquito Creek (the Creek), which is located just to the west of Woodland Avenue, illegal dumping and encampments pose a significant risk to water quality and the surrounding environment.

On April 16, 2025, staff provided a presentation pertaining to parking restrictions on Woodland Avenue to the Public Works and Transportation Commission (PWTC). The PWTC supported staff's recommendation and recommended the City Council adopt parking restrictions along the west side of Woodland Avenue from University Avenue to West Bayshore Road. The PWTC also noted the need to engage the residents who utilize on-street parking, police enforcement, and emphasized the importance of safety and cleanliness.

Analysis

There are several sections along the west side of Woodland Avenue where vehicles park. In many circumstances, the parked vehicles create safety hazards due to the limited road right-of-way; see Images 2-5. Also, the parked vehicles allow encampment activity within the Creek. There are locations where signage restricting parking along the west side of Woodland Avenue already exists; however, the signage is sporadic and inconsistent throughout the corridor.

In recent years, City staff has performed several cleanup operations within the Creek costing tens of thousands of dollars including numerous hours of staff time. Restricting parking adjacent to the Creek will not only remove unsafe parking along the corridor but will also potentially reduce trash and discourage encampment activity.

In order to address the above-mentioned issues, staff recommends restricting parking along the west side of Woodland Avenue (adjacent to the creek) between University Avenue and West Bayshore Road. Pursuant to California Vehicle Code Vehicle Code Section 22507, the City Council has authority to adopt parking restrictions during all hours of the day.

The parking restriction is demonstrated in red in Image 1 below.

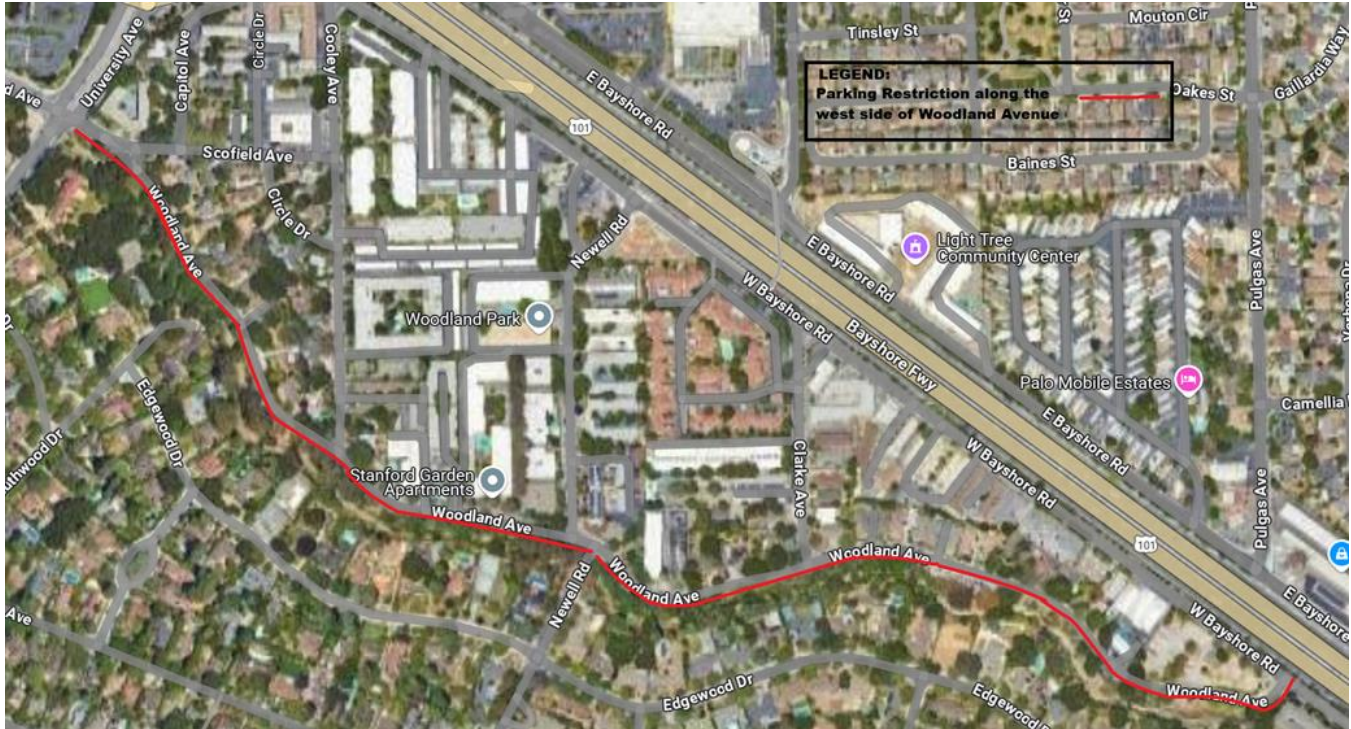


Image 1: Parking Restriction Limit Along Woodland Avenue

Online Survey

Following the PWTC meeting in 2025, notices, with information on the proposed parking restriction along with a survey link, were mailed to nearby affected residents. Approximately 45 residents completed the survey. Survey results are as follows:

- 64% of respondents support parking restrictions along Woodland Avenue;
- 81% of respondents stated they park up to one vehicle along the Creek side of Woodland Avenue;
- 10% of respondents stated they park two vehicles; and
- 10% of respondents stated they park three or more vehicles

Field Survey

Staff also performed a field survey to collect data on parking utilization along the west side of Woodland Avenue from University Avenue to West Bayshore Road. Staff found that approximately 35 vehicles were parked, not including vehicles in the large pullout areas. See Image 2-5 below:



Images 2 & 3: Woodland Avenue Existing Parking Conditions



Images 4 & 5: Woodland Avenue Existing Parking Conditions

Future Improvements along Woodland Avenue:

Woodland Avenue Improvements

Improving Woodland Avenue is a City Council priority project and is listed in the City's capital improvement plan (CIP). The City has recently received funding for the design of this project. The project aims to investigate the existing conditions and identify pedestrian and traffic safety measures. A majority of the project area lacks sidewalks, forcing pedestrians to walk in the street. Furthermore, while there are existing Class III bike lanes along the corridor, the poor pavement condition of Woodland Avenue makes it an undesirable route. The project scope will include roadway repair, the installation of sidewalk, ensuring ADA accessibility, the construction of traffic calming measures, stormwater improvements, and signage and striping.

Newell Bridge Replacement project

This work is currently being led by the City of Palo Alto. Major construction will begin in 2026 with significant roadway impacts to the intersection of Newell Road and Woodland Avenue.

Next Steps

Staff will work to procure and erect signage for areas discussed above location, consistent with Council direction.

Fiscal Impact

There is a cost of approximately \$3,000 to erect signage. Funds are available in the existing maintenance budget for FY 25/26.

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 project is exempt from the requirements of the California Environmental Quality Act (“CEQA”) pursuant to CEQA Guidelines sections 15301, 15303, and 15304 (Class 1, 3, and 4). The proposed minor road improvements qualify for a categorical exemption pursuant to the California Environmental Quality Act (CEQA) Guidelines Sections 15301, 15303 and 15304 (Class 1, 3 and 4) because the project consists of minor alteration of existing public roads and highways, including the erection and location of limited numbers parking signs and the minor public alteration to curbs in the form of painting.

Government Code § 84308

Applicability of Levine Act: No.

Analysis of Levine Act Compliance: Not applicable.

Attachments

1. Resolution

RESOLUTION NO. XX – 2026

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

**AUTHORIZING SIGNAGE INDICATING THE RESTRICTION OF PARKING ALONG THE WEST
SIDE OF WOODLAND AVENUE BETWEEN UNIVERSITY AVENUE AND WEST BAYSHORE
ROAD**

WHEREAS, Woodland Avenue is a connector roadway that runs in the north-south direction, serving traffic in both directions; and

WHEREAS, the section of Woodland Avenue between University Avenue and West Bayshore Avenue lacks sidewalk and bike lanes; and

WHEREAS, over the years, the City of East Palo Alto (City) staff have received many complaints regarding improper parking and illegal dumping along Woodland Avenue; and

WHEREAS, illegal dumping as well as encampment activity in the San Francisquito Creek, which is adjacent to Woodland Avenue, poses a risk to water quality and the surrounding environment; and

WHEREAS, Woodland Avenue has a limited road right-of-way, and parked vehicles create traffic safety concerns; and

WHEREAS, on April 16, 2025, an item pertaining to parking restrictions signage on Woodland Avenue was presented at the Public Works and Transportation Commission (PWTC) and the PWTC supported the parking restrictions signage; and

WHEREAS, staff recommends restricting parking via signage along the west side of Woodland Avenue between University Avenue and West Bayshore Road.

**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 signage indicating the restriction of parking along the west side of Woodland Avenue between University Avenue and West Bayshore Road; and
3. Finding that the proposed project is exempt from the requirements of the California Environmental Quality Act (“CEQA”) pursuant to CEQA Guidelines sections 15301, 15303, and 15304 (Class 1, 3, and 4). The proposed minor road improvements qualify for a categorical exemption pursuant to the California Environmental Quality Act (CEQA) Guidelines Sections 15301, 15303 and 15304 (Class 1, 3 and 4) because the project consists of minor alteration of existing public roads and highways, including the erection and location of limited numbers parking signs and the minor public alteration to curbs in the form of painting.

PASSED AND ADOPTED this 20th of January 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 CITY COUNCIL STAFF REPORT

DATE: JANUARY 20, 2026

TO: Honorable Mayor and Members of the City Council

VIA: Melvin E. Gaines, City Manager

BY: Orly Amey, Assistant to the City Manager
Shiri Klima, Assistant City Manager

SUBJECT: Authorization to Award Agreement to Ken Brown Strategic Consulting to Provide Federal and State Legislative Advocacy Services

Recommendation

Adopt a resolution:

1. Selecting Ken Brown Strategic Consulting as the vendor to provide Federal and State Legislative Advocacy Services pursuant to the results of the competitive procurement process;
2. Authorizing the City Manager to execute a five-year agreement, in a form approved by the City Attorney, with Ken Brown Strategic Consulting (KBSC) for Federal and State Legislative Advocacy Services, in an amount not-to-exceed \$865,800; and
3. 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)(5) in that it is a governmental administrative activity that will not result in direct or indirect changes in the environment.

Executive Summary

The City issued a Request for Proposals (RFP) on November 3, 2025, seeking qualified firms to provide coordinated federal and state legislative advocacy services. Three responsive proposals were received by the December 1, 2025, deadline. Following staff evaluation, Ken Brown Strategic Consulting (KBSC) was determined to offer the best overall value to the City based on the firm’s proposed service model, commitment to direct senior-level advocacy, and demonstrated capacity to support the City’s state and federal legislative priorities.

KBSC’s proposal is distinguished by the firm’s approach to providing hands-on representation through its senior advisor as the primary lead on the City’s account, rather than relying on junior staff for day-to-day advocacy. In addition, KBSC’s integrated team structure, supported by Nossaman LLP for state-level advocacy and Sustainable Strategies DC for federal funding strategy, will provide the City with specialized expertise across legislative, regulatory, and funding environments.

Staff recommends awarding a five-year agreement to KBSC to ensure effective representation as the City advances complex legislative priorities and pursues competitive state and federal funding opportunities.

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
- Priority: Public Infrastructure and Utilities

Background

On November 3, 2025, the City issued a Request for Proposals seeking qualified firms to provide comprehensive legislative advocacy at both the state and federal levels, with a strong preference for integrated representation. The RFP emphasized the City’s need for coordinated advocacy across a wide range of municipal policy areas, including public infrastructure and utilities, housing, parks and recreation, public safety, transportation, climate resilience, economic development, and other community-serving programs.

For more than two decades, Ken Brown Strategic Consulting (KBSC) has provided legislative advocacy services to the City of East Palo Alto and has played a significant role in advancing the City’s federal and state priorities, securing well over \$100 million funding for major infrastructure, housing, public safety, and community development initiatives, and building long-standing relationships on behalf of the City. Staff recognizes the continuity of service and accumulated knowledge of City priorities, programs, and funding history developed over this extended period of representation.

At the same time, the City Manager directed staff to conduct a formal Request for Proposals to ensure compliance with the City’s updated Procurement Policy and to allow the City to evaluate current market options, service models, and cost structures through a competitive and transparent process. The RFP was not intended to diminish the value of past performance, but rather to ensure that the City’s advocacy services continue to reflect best practices, fiscal

responsibility, and evolving organizational needs.

The RFP sought a consultant capable of providing comprehensive federal and state legislative advocacy services, including advising on annual legislative platform development, monitoring legislation and regulatory actions, representing the City before Congress, the State Legislature, and other governmental agencies, identifying and pursuing state and federal funding opportunities, providing strategic counsel and relationship-management support, and facilitating meetings with key state and federal decision-makers.

Analysis

RFP Process and Evaluation

By the December 1, 2025, submission deadline, the City received three responsive proposals from Ken Brown Strategic Consulting (KBSC), Townsend Public Affairs (TPA), and CrisCom Company. All three firms demonstrated relevant experience in legislative advocacy and were deemed responsive to the City's Request for Proposals.

Proposals were evaluated using the selection criteria outlined in the RFP:

- Qualifications, Experience, Resources, and Availability of Consultant (30 points)
- Understanding of the City's Objectives and Responsiveness to Specific Needs (30 points)
- Familiarity with State and Federal Legislative Processes, Policy Expertise, and Access (30 points)
- Reasonableness of Fees and Cost Proposal (10 points)

An evaluation panel consisting of the City Clerk and two Assistants to the City Manager reviewed each proposal using a standardized scoring rubric to ensure consistency and objectivity. Based on the written proposals, the panel determined that interviews were not necessary to identify the highest-ranked firm.

Consideration of KBSC's Experience, Senior-Level Engagement, and Service Model

Consistent with the evaluation criteria outlined in the RFP, staff assessed Ken Brown Strategic Consulting's proposal based on qualifications and experience, proposed level of senior-level engagement, familiarity with state and federal legislative processes, and overall service model.

A distinguishing factor in KBSC's proposal is the firm's commitment to providing direct services through its senior advisor as the primary lead on the City's account. Unlike service models that rely more heavily on junior staff for day-to-day advocacy activities, KBSC's approach ensures consistent senior-level judgment, accountability, and continuity. Staff determined that this level of engagement is particularly important given the City's complex, multi-year infrastructure initiatives and the increasingly competitive and technical nature of state and federal funding programs.

KBSC also demonstrated experience navigating complex legislative and appropriations

processes relevant to municipal priorities, consistent with the RFP’s emphasis on policy expertise and access. Staff found that this experience, combined with the firm’s proposed service structure, supports effective advocacy and continuity of service over the five-year contract term.

KBSC’s proposal is strengthened by its integrated team structure, which provides coordinated coverage across legislative, regulatory, and funding arenas. KBSC’s partnership with Nossaman LLP brings seasoned state-level advocacy, deep relationships within the California Legislature and state agencies, and expertise navigating State budget and regulatory processes. The inclusion of Sustainable Strategies DC adds specialized capacity in federal grant strategy, agency engagement, and competitive funding pursuits, enhancing the City’s ability to compete for complex and highly competitive federal funding opportunities.

Together, the KBSC–Nossaman–Sustainable Strategies DC team will provide the City with:

- Consistent representation supported by long-term knowledge of East Palo Alto, combined with current strategies for state and federal advocacy;
- Established relationships with Congressional offices, federal agencies, state legislators, and key staff, supporting timely access to decision-makers and policy intelligence;
- Coordinated monitoring of state and federal legislation and budget activity, allowing the City to respond quickly to emerging issues and opportunities;
- Practical strategic planning support, including regular coordination with City Council and City Manager’s Office staff to set priorities and prepare for appropriations cycles;
- Ongoing identification of funding opportunities and guidance on positioning major infrastructure, housing, and community projects to remain competitive; and
- An integrated service model in which KBSC leads federal advocacy, Nossaman provides state-level representation, and Sustainable Strategies DC supports grant strategy, offering comprehensive coverage across policy, legislative, and funding domains.

Staff determined that KBSC’s proposed service approach is responsive to the increasingly competitive and complex nature of state and federal funding and legislative processes. The firm’s emphasis on coordinated advocacy and policy analysis aligns with the City’s need for strategic engagement across multiple funding and policy areas.

KBSC’s proposed service structure also supports continuity of service and minimizes transition time, allowing the firm to begin work efficiently following contract execution. This approach is particularly relevant as the City advances its 2026 legislative agenda and prepares for early milestones associated with the FY 2027 federal funding cycle.

Cost and Service Delivery Considerations

Staff evaluated proposed cost structures and service delivery models holistically, with emphasis on the core legislative advocacy services requested in the RFP as well as long-term cost predictability.

While all proposers demonstrated the ability to provide federal and state legislative advocacy services, staff evaluated proposals based on overall service approach, level of senior staff involvement, specialized expertise, and long-term cost considerations. Based on this evaluation, staff determined that KBSC's proposal offers a balanced and effective approach that aligns with the City's needs over the five-year contract term.

Grant-writing services are not included in the monthly advocacy retainer and would be authorized only as needed through approved task orders under a not-to-exceed allowance. This approach is consistent with the City's prior practice.

Recommended Contract Award

Based on the evaluation of qualifications, experience, service models, senior-level engagement, and long-term cost considerations, the evaluation panel determined that Ken Brown Strategic Consulting offers the best overall value to the City.

KBSC's commitment to direct senior-level advocacy, combined with specialized state and federal expertise through Nossaman LLP and Sustainable Strategies DC, positions the City to effectively advance its legislative priorities and compete for state and federal funding. The firm is prepared to immediately support the City's 2026 legislative and appropriations efforts.

Staff therefore recommends awarding the five-year agreement to Ken Brown Strategic Consulting.

Fiscal Impact

Ken Brown Strategic Consulting (KBSC) proposes a monthly retainer of \$11,250 for February 2026 through January 2027, which includes \$250 per month for reimbursable expenses, to provide comprehensive federal and state legislative advocacy services. The monthly retainer covers federal and state legislative advocacy, strategic planning, legislative monitoring, relationship management, and support in identifying and pursuing funding opportunities. As shown in the cost table below, the proposed agreement includes a three percent annual cost-of-living adjustment beginning in March 2027, consistent with KBSC's proposal.

Funding for these services is included in the FY2025–26 budget, and future-year costs will be incorporated into subsequent budgets.

Based on the proposed contract structure and the City's existing budget allocations, no additional appropriation is required in FY2025–26. The City Manager's Office has budgeted \$165,000 in FY2026 for legislative advocacy services, utilized \$75,000 under the prior Ken Brown Strategic Consulting contract, resulting in \$90,000 in available funding to cover the proposed FY2026 costs. As a result, the City has sufficient appropriations to fund the first year of the new agreement without requesting additional budget authority. For FY2025–26, costs reflect services for the remainder of the fiscal year (February through June 2026) following execution of the agreement.

Future-year costs will be incorporated into subsequent annual budgets as part of the normal budget development process.

Table: Five-Year Contract Cost Summary

Fiscal Year	Legislative Advocacy Retainer	Discretionary Grant Writing Services	Total Annual Cost
FY2026	\$56,250	\$12,500	\$68,750
FY2027	\$136,650	\$30,000	\$166,650
FY2028	\$140,660	\$30,000	\$170,660
FY2029	\$144,790	\$30,000	\$174,790
FY2030	\$237,450	\$47,500	\$284,950
Five-Year Total	\$715,800	\$150,000	\$865,800

The monthly legislative advocacy retainer does not include serving as the lead writer on grant applications. While Ken Brown Strategic Consulting and its partner firms have experience preparing successful grant applications for the City, grant-writing services would be authorized separately, as needed.

To provide flexibility while maintaining cost control, staff recommends that the agreement include an annual not-to-exceed allowance for optional grant-writing services and other on-call consulting tasks not covered by the monthly retainer. Consistent with prior City agreements, staff proposes an allowance of \$30,000 per year, for a total of \$150,000 over the five-year contract term. This allowance would be included in the contract’s overall not-to-exceed amount and would be authorized only through approved task orders at the City’s discretion. Inclusion of this allowance does not obligate the City to expend the full amount.

Total Contract Cost

If the City Council elects to include both the legislative advocacy retainer and the optional grant-writing allowance as staff recommends, the total not-to-exceed amount over the five-year term would be \$865,800, summarized as follows:

- Five-Year Legislative Advocacy Retainer Total: \$715,800
- Five-Year Grant-Writing Allowance (optional, but recommended): \$150,000
- **Five-Year Combined Not-to-Exceed Total: \$865,800**

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 the proposed entitlement is a competitively bid contract.

Analysis of Levine Act Compliance: Not applicable.

Attachments

1. Resolution
2. Ken Brown Strategic Consulting Proposal
3. Evaluation Rubric

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 FIVE-YEAR AGREEMENT WITH KEN BROWN STRATEGIC CONSULTING, IN A FORM APPROVED BY THE CITY ATTORNEY, FOR FEDERAL AND STATE LEGISLATIVE ADVOCACY SERVICES IN AN AMOUNT NOT-TO-EXCEED \$865,800.00; AND FINDING THAT THE ACTION IS NOT A PROJECT UNDER CEQA GUIDELINES SECTION 15378(B)(5)

WHEREAS, the City of East Palo Alto relies on coordinated federal and state legislative advocacy to advance its strategic priorities and secure appropriations and competitive funding for public infrastructure and utilities, housing, parks and recreation, public safety, transportation, climate resilience, economic development, and community-serving programs; and

WHEREAS, on November 3, 2025, the City issued a Request for Proposals (RFP) seeking qualified firms to provide comprehensive Federal and State Legislative Advocacy Services; and

WHEREAS, by the December 1, 2025 submission deadline, the City received three responsive proposals, which were evaluated by staff based on experience, qualifications, demonstrated results, understanding of municipal needs, and alignment with the scope of work described in the RFP; and

WHEREAS, staff determined that Ken Brown Strategic Consulting (KBSC), supported by Nossaman LLP and Sustainable Strategies DC, offers the proposal best aligned with the City’s needs based on experience, senior-level engagement, and demonstrated success advancing the City’s federal and state funding priorities; and

WHEREAS, staff recommends awarding a five-year contract to KBSC to provide federal and state legislative advocacy services consistent with the RFP and the scope of work proposed by the firm; and

WHEREAS, KBSC’s proposal includes a monthly retainer for core legislative advocacy services beginning in 2026, subject to a cost-of-living adjustment beginning in 2027, and a not-to-exceed allowance for optional grant-writing services, with the total not-to-exceed agreement amount reflecting the combined cost over the five-year term; and

WHEREAS, the FY 2025–26 Adopted Budget includes funding for legislative advocacy services and future-year costs will be incorporated into subsequent budget cycles; and

WHEREAS, the proposed action consists solely of governmental administrative activities and will not result in direct or indirect physical changes to the environment and therefore does not constitute a “project” under the California Environmental Quality Act (“CEQA”) pursuant to CEQA Guidelines section 15378(b)(5).

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

1. Finds the foregoing recitals true and correct and incorporated by reference into this action; and
2. Authorizes the City Manager to award, negotiate, and execute a five-year agreement with Ken Brown Strategic Consulting, in a form approved by the City Attorney, for Federal and State Legislative Advocacy Services in an amount not-to-exceed \$865,800.00; and
3. Finds action being considered does not constitute a “Project” within the meaning of the California Environmental Quality Act (“CEQA”) pursuant to CEQA Guidelines section 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.

PASSED AND ADOPTED this 20th day of January 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

Federal and State Legislative Advocacy Services

**Proposal to the City of East Palo Alto
Submitted December 1, 2025**

Lead Consultant:

Ken Brown Strategic Consulting

Sub-Consultants:

Nossaman LLP
Sustainable Strategies DC

**East Palo Alto Proposal Response
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KEN BROWN

Strategic Consulting and Government Affairs

December 1, 2025

Melvin Gaines, City Manager
Orly Amey Assistant to the City Manager
City of East Palo Alto, CA
2415 University Avenue
East Palo Alto, CA 94303

RE: Federal and State Legislative Advocacy Services Proposal

Dear Mr. Gaines and Ms. Amey:

Ken Brown Strategic Consulting (KBSC), in partnership with our subconsultants Sustainable Strategies DC (SSDC) and Nossaman LLP, is pleased to submit this proposal to continue providing federal advocacy services for the City of East Palo Alto, CA.

As you know, Ken Brown has represented the City of East Palo Alto in Washington for 25 years. As a result of this partnership, he and his associates have developed a solid understanding of the City's needs and priorities and a strong working relationship with City leaders. In 2013, KBSC brought on Nossaman, LLP as part of the team to conduct work on behalf of East Palo Alto at the state level. This past year, KBSC added Sustainable Strategies, DC – a national government affairs firm that specializes in working with local governments – to the team to strengthen our ability to serve East Palo Alto.

Our team values the opportunity to build on the strong results achieved during the past 25 years of collaboration with East Palo Alto. Over the years, KBSC and Nossaman have helped East Palo Alto obtain well over \$100 million in federal and state funding for a wide range of City projects, including: Bay Road, water and stormwater infrastructure (e.g., the Gloria Way Well), Cooley Landing, the new public library, a new turf athletic field, San Francisquito Creek flood prevention, Shot Spotter and other violence prevention initiatives, brownfields clean-up, job training, after school programs, and the rehabilitation of the Martin Luther King, Jr. Park.

We understand East Palo's ongoing priorities to continue to improve your water, sewer and transportation infrastructure, enhance flood prevention, increase safety and security for your residents, enhance affordable housing, and bring new economic opportunities to your community. We will continue to provide proactive representation in Washington, D.C. and Sacramento to advance these goals.

Our approach will continue to include strategic planning meetings with City leaders, direct engagement with your US Congressional Delegation, federal agencies, your State legislators, and

key state agencies, and timely identification of competitive funding opportunities across key federal and state programs.

Our team meets all qualifications identified in the RFP, has the capacity to begin work immediately, and commits to maintaining the high level of responsiveness and collaboration that has characterized our partnership.

Finally, we want to confirm that no officer or employee of KBSC, SSDC or Nossaman is directly or indirectly a party to, or in any other manner interested financially or otherwise in this RFP or in the City of East Palo Alto.

Thank you for the opportunity to continue serving the City of East Palo Alto. We look forward to advancing your federal and state advocacy priorities in 2026 and beyond. Please direct all correspondence regarding this proposal to Ken Brown, President, Ken Brown Strategic Consulting, 4713 Trent Court, Chevy Chase, MD 20815, (202) 674-7777, ken@akbstrategies.com.

Sincerely,

A handwritten signature in black ink, appearing to read "Ken A. Brown". The signature is written in a cursive, flowing style.

Ken Brown

President

B. Description of Proposer

B.1. A brief description of your company's background, size, office locations, and history as it may be relevant to the services required.

Ken Brown, the President of Ken Brown Strategic Consulting (KBSC), has served as the City of East Palo Alto's government affairs consultant in Washington, DC for 25 years. KBSC has assembled a highly experienced government affairs team to serve the City and other clients. KBSC's office is located just outside of Washington, DC and is accessible to decision makers in Congress and the federal agencies.

As a result of this partnership, he and his associates have developed a solid understanding of the City's needs and priorities and a strong working relationship with City leaders. In 2013, KBSC brought on Nossaman, LLP as part of the team to conduct work on behalf of East Palo Alto at the state level. This past year, KBSC added Sustainable Strategies, DC – a national government affairs firm that specializes in working with local governments – to the team to strengthen our ability to serve East Palo Alto.

Over the years, KBSC and Nossaman have helped East Palo Alto obtain well over \$100 million in federal and state funding for a wide range of City projects, including: Bay Road, water and stormwater infrastructure (e.g., the Gloria Way Well), Cooley Landing, two pedestrian bridges over Highway 101, the new public library, a new turf athletic field, San Francisquito Creek flood prevention, Shot Spotter and other violence prevention initiatives, brownfields clean-up, job training, after school programs, and the rehabilitation of the Martin Luther King, Jr. Park.

KBSC and Nossaman have played an instrumental role in helping the City strategically plan its priorities and take advantage of various federal and state opportunities. At the beginning of every year, KBSC and Nossaman meet with East Palo Alto City leaders to discuss progress on various projects and to set priorities for the coming year. This process provides a unique opportunity for the Council and senior staff to take a big picture look at the City's progress and to put in place strategies for overcoming the key challenges facing the community. KBSC and Nossaman then work closely with City staff to implement the strategies and communicate progress throughout the year.

Recent highlights of the federal and state advocacy work KBSC, Nossaman, and SSDC have performed for East Palo Alto include working with the City to:

- Include \$2 million for safety improvements on Woodland Avenue in the House version of the FY 2026 Transportation HUD appropriations bill, which hopefully will be finalized in early 2026.

- Include \$600,000 for the San Francisquito Creek Floodway Study in the House version of the FY 2026 Homeland Security appropriations bill, which hopefully will be finalized in early 2026.
- Secure \$2 million for water infrastructure improvements in the FY 2024 California state budget.
- Obtain \$1.6 million for a new athletic field at the Los Robles-Ronald McNair Academy and \$850,000 for safety improvements on East Bayshore Road in FY 2024 federal appropriations.
- Obtain \$1.5 million for the new East Palo Alto Public Library and \$800,000 for a water and sewer infrastructure financing plan in FY 2023 Congressional appropriations.
- Secure \$8 million in the FY 2023 California State budget for the Weeks Street affordable housing development.
- Obtain \$800,000 to rehabilitate the O'Connor Pump Station and \$555,000 to renovate the Cummings Loft in FY 2022 Congressional Appropriations.
- Secure a \$4.4 million grant from the U.S. Economic Development Administration (EDA) to complete the reconstruction of Bay Road, including the stormwater infrastructure components of the project.
- Working in conjunction with the City, the US Conference of Mayors, the National League of Cities, and the League of California Cities to advocate for COVID-19 relief funding for local governments at the federal and state levels.
- Helping East Palo Alto understand and navigate the various sources of federal, state, and county funds to offset COVID-19 expenses.
- Supporting the City's successful application that received \$20 million in Affordable Housing and Sustainable Community funding to build new affordable housing and improve the region's mass transit system.
- Working with the City and its state legislators to ensure that the state redevelopment agencies legislation (Senate Bill 107) would enable East Palo Alto to receive repayment of \$12 million from two previous loans issued to its redevelopment agency. The recovery of this \$12 million enabled the City to maintain progress on key priority projects.
- Maintain strong relationships key federal agencies (e.g., HUD, the Departments of Justice, Transportation, Labor, Health and Human Services, the EPA, Army Corps, and Economic Development Administration), the White House, and the Washington staff of the City's Congressional delegation.
- Maintain strong relationships with key state agencies (e.g., Caltrans, the Department of Water Resources, the Water Resources Control Board, State Infrastructure Bank,

Department of Parks and Recreation, and other agencies), the Governor's office, and the Sacramento staff for the City's state legislators.

- Monitoring and providing updates on various federal and state legislation of interest to East Palo Alto.

The leaders of our three firms have worked closely together for more than 25 years to help our clients win federal funding and other legislative and regulatory improvements. Over the past 25 years, the leaders of our three firms have collectively secured more than \$2 billion in federal funding for our clients. We possess several strengths and skills, which we believe are particularly beneficial to East Palo Alto:

1. Our clients are primarily local governments, non-profit organizations, and regional transportation, housing, and economic development entities. As a result, we have a strong understanding of the needs of these organizations and in-depth knowledge of the federal and state programs that serve these local entities.
2. We have significant expertise in a wide range of federal and state programs that assist local governments (e.g., transportation, water and sewer infrastructure, flood prevention, affordable housing, community and economic development, law enforcement and public safety, etc.) and have helped our clients obtain substantial funding from the Congress and a wide range of federal agencies managing these programs (e.g., DOT, EPA, DOE, USDA, EDA, DOI, HUD, FEMA and more).
3. Our team is notable because we regularly assist clients throughout all stages of the funding process, including planning for appropriations and grants, grant-writing, and advocacy services.
4. As a result of our work with the City of East Palo Alto and C/CAG, we have strong relationships with the offices of Senator Padilla, Senator Schiff, Representative Mullin, and Representative Liccardo, as well as the city's state legislative delegation.

Here is some brief background on each of our firms.

Ken Brown Strategic Consulting (KBSC) – Lead Consultant

Based in Washington, DC, KBSC provides strategic consulting and government affairs advocacy services to local governments, non-profit organizations, businesses and coalitions. KBSC advises public and private sector clients on federal funding, legislative and regulatory solutions, and other tools to facilitate economic and community development, infrastructure upgrades, law enforcement and public safety, flood prevention, job training, energy efficiency and renewable energy, air and water quality improvements, and other client priorities.

KBSC is led by Ken Brown, a seasoned government affairs professional with more than 30 years of experience working on a wide range of public policy matters at the federal and state levels. He has represented local governments in Washington, DC for more than 25 years. Mr. Brown assembles teams of government affairs experts to provide high quality service for his clients. He has helped his clients secure more than \$750 million in federal and state funding over the past 25 years.

Nossaman, LLP (Subconsultant)

Nossaman will continue to serve as East Palo Alto's government affairs advocate at the state level in Sacramento. Nossaman has maintained a well-respected and seasoned California lobbying practice for over 30 years. They have a strong public policy legacy and are well-regarded in the Legislature, Governor's Office and State agencies. A powerful combination of public policy advisors and skilled attorneys in California and Washington, D.C. gives Nossaman the capability to navigate the complexities of local, state and national public policy issues.

Nossaman has a state political action committee, which allows it to participate in political giving to legislators and statewide elected officials. Their policy advisors have strong political acumen, which hones the results of their research and analysis of key issues and strengthens the strategies and the policy content they propose for accomplishing clients' objectives. They are accomplished public speakers, regularly testifying before legislative and administrative hearings and providing oral legislative updates to clients. They are also talented writers and would integrate legal expertise into policy work to craft expert legislative and regulatory text, as well as persuasive communications, from advocacy memoranda to position letters to fact sheets, to advocate the City's public policy interests effectively.

Nossaman's approach to protecting and advancing clients' interests is innovative and effective and would benefit the City. Specifically, we:

- Assist in formulating and implementing sophisticated legislative strategies for key policy issues.
- Build coalitions to shape legislation and regulations at the state level.
- Draft legislation, regulations, testimony, position papers and legal and regulatory analyses.
- Link public advocacy to both legislation and state rulemaking and related regulatory matters.
- Help clients establish a political profile through the formation of political action committees and grassroots lobbying networks.
- Assist in all aspects of compliance with state ethics law and government ethics.
- Develop and implement regulatory and legislative initiatives that implement clients' policy positions and goals.

Nossaman is very familiar with the business and legislative environment in the City and its surrounding Bay Area and Northern California region. We have had a number of recent

successes regarding our state advocacy work, including our representations of the City and the City of Alameda, for whom we successfully secured funds through the state budget. In addition to our history of work with the City, we have also advised a number of cities and counties within the region on a variety of legal and advocacy matters, including: the Santa Clara Valley Water District, the County of Monterey and the San Francisco Bay Area Water Emergency Transportation Authority. Our work and familiarity not only with the City, but with other public agencies, local governments and municipalities keeps us abreast of the region's legislative landscape.

Sustainable Strategies DC (SSDC) provides expert grant-writing, strategic consulting, and government affairs advocacy services to help local governments across the country to secure funding for their strategic priorities. SSDC is a small firm (nine employees) located between two offices in Washington, DC, and Denver, CO. The services we provide are in direct alignment with the services requested in East Palo Alto's request for proposals from qualified firms to provide comprehensive legislative advocacy and funding support services. Since SSDC's founding in 2011 by co-founders Matt Ward and Andy Seth, who had previously worked together with Ken Brown for many years at leading government affairs firms, SSDC has delivered high-quality grant writing, funding identification, consulting, and advocacy services to local governments across the country. Over the past 14 years, SSDC's work has resulted in over \$2 billion in grants, congressional appropriations, and other resources for priority, local funding needs.

B2. If your offices are in more than one city, indicate which office(s) will provide the services.

KBSC's office is in Washington, DC.

Nossaman has offices in Sacramento, San Francisco, Los Angeles and Washington, DC. Ashley Walker, who is based in the Sacramento office, will be Nossaman's client lead for East Palo Alto and she will focus on advocating for state funding and legislation to benefit the City.

Sustainable Strategies DC has offices in Washington, DC and Denver, CO. Ashley Badesch, a Partner and Director of SSDC's Western Practice based in Denver, CO, will be the client-lead for East Palo Alto. Ashley travels to Washington DC as needed to support her clients with the Congressional delegation and federal agencies.

B3. Describe your experience providing similar services for other public agencies, with an emphasis on California jurisdictions and agencies and federal authorities, and any related projects or studies.

The KBSC team spends the bulk of our time and effort representing local governments. As a result, we have extensive knowledge of how local governments operate, their priorities, and how

to identify and win federal and state funding to support local priorities. In addition to our work for East Palo Alto, some examples include:

- KBSC and SSDC have helped the City/ County Association of Governments of San Mateo County obtain about \$3.7 million for transportation and stormwater projects.
- SSDC secured \$14.5 million in California Public Utilities Commission (CPUC) grants to support the expansion of high-speed broadband in the City of Oakland.
- SSDC has provided the Sacramento Area Council of Governments (SACOG) with grant-writing services, securing \$28.7 million for multi-modal transportation projects. SACOG was awarded three out of three grants that SSDC drafted and submitted for the agency.
- Nossaman has passed multiple state sponsored bills on behalf of Monterey County, and secured \$27 million in state budget funding for County specific projects.
- Nossaman worked with the City of Alameda to successfully prepare a grant that secured a \$2.5 million grant from the Land and Water Conservation Fund for the City's Estuary Park project. Estuary Park will serve Alameda's city-wide population by providing unique recreational features, not typical of neighborhood parks.

C. Proposer's Team

Ken Brown will continue to serve as the overall project manager for our team's government affairs services for East Palo Alto. He has more than 25 years of experience providing federal advocacy service to local governments. He will coordinate communication with city leaders, manage the sub-consultants, Nossaman and SSDC, spearhead the planning activities to determine the city's federal and state priorities, and serve as the main federal lobbyist in Washington, DC.

Ashley Walker at Nossaman, will continue to serve as the lead California state lobbyist and policy consultant for East Palo Alto. She has been working with local governments for more than 11 years. She will support the planning activities for state advocacy priorities, identify state funding and legislative opportunities for the city, help the city build relationships with state legislators, the Governor's office and key state agencies, and serve as the chief lobbyist for East Palo Alto in Sacramento.

Ashley Badesch with Sustainable Strategies DC, will assist with the federal advocacy in Washington, DC. She has been working with local governments for more than 11 years. She will also serve as the point person for identifying federal grant opportunities and helping East Palo Alto strengthen its relationships with key federal agencies, including the Department of

Transportation, EPA, HUD, Economic Development Administration, FEMA, Army Corps of Engineers, Department of Labor and others. Ashley Badesch serves as a Partner and Director of Sustainable Strategies DC's Western Practice, based in Denver, CO. In her 11+ years of advocacy experience working with SSDC, Ashley has secured nearly half a billion dollars in grant funding for her clients. After several years in SSDC's headquarters office in Washington DC, Ashley launched SSDC's Western Practice in Denver in 2020, which has allowed her to further specialize in assisting communities with common challenges in the West, including workforce housing, water and wastewater infrastructure, multimodal transportation infrastructure, wildfire mitigation, coastal resilience, drought mitigation, conservation, and outdoor recreation tourism development. Ashley maintains a hands-on relationship with her retainer clients, providing grant writing technical assistance, project management, and advocacy services, in addition to client management responsibilities.

C2. Identify the Lead Consultant who will be the primary contact in providing services to the City, and who will be listed as a key person in the Agreement with the City.

Ken Brown will continue to be the lead consultant and project manager for our team. He will take the lead in coordinating communications with the City, scheduling regular meetings and managing the other members of our team.

C3. In an appendix, include professional biographies for all professionals who will be assigned to provide services in your Proposal.

Please see **Appendix A** for biographies for Ken Brown, Ashley Walker and Ashley Badesch.

D. Proposed Scope of Services

KBSC, Nossaman and SSDC will continue to use the collaborative and proactive approach that has produced noteworthy results for East Palo Alto and other clients for several decades to deliver the services requested in the Scope of Work outlined on pages 2-3 of the RFP:

I. Administrative/General Services

Thoroughly understand the City of East Palo Alto's legislative priorities & advise City staff and stakeholders on the development of annual state and/or federal legislative platforms and related programs: KBSC, Nossaman, and SSDC are uniquely positioned to have a deep understanding of the City's legislative and funding priorities through our long history of work with the City and close coordination to engage with the Council on evolving priorities. The project team is ready and able to advise City staff and stakeholders on the development of an annual state and federal legislative platform, as well as to continue our longstanding work with the City staff and Council on developing and refining a priority list of projects for funding. This will include:

- **Follow-up on 2025 Priorities:** KBSC, Nossaman and SSDC will continue to work with the City to follow up on its 2025 priorities, including working to ensure that funding for Woodland Avenue Safety Improvements and the San Francisquito Creek Floodway Study is included in the final versions of the FY 2026 federal appropriations bills.
-
- **Working with East Palo Alto to Define Your 2026 Priorities for Federal and State Assistance:** In early 2026, team leaders Ken Brown, Ashley Walker and Ashley Badesch will travel to East Palo Alto to meet with your leadership team to define your federal and state priorities for the coming year. The meeting will ensure that we have a full understanding of your priority projects and the need for federal and state assistance. We will provide East Palo Alto with an in-depth update of the Washington political scene and analysis of anticipated Congressional legislative and funding opportunities. We will also develop an action plan to advocate for the City's priorities.
- **Regular Virtual Meetings & On-Call Assistance:** Our team will continue to conduct regular virtual meetings with City staff to provide federal and state updates, confirm legislative approaches, and adjust strategies as needed. We propose to increase the regularity of our updates on federal funding and legislative action items to monthly or bimonthly. We will remain available on an on-call basis for address emerging issues or technical questions.

Materials, Invoices, & Reports: The project team will draft letters and written materials in the City's preferred format and style and will submit monthly retainer invoices that are inclusive of the full scope of services described in this proposal. At the end of each calendar year, our team will provide East Palo Alto with a report on projects conducted, results achieved, efforts still underway, and other important information.

II. Legislative Monitoring & Analysis

Monitor Legislative Issues of Interest to the City, Evaluate Potential Impacts, and Provide Timely Written Updates with Clear Assessments of Risks, Opportunities, & Recommendations: KBSC and SSDC will continue to monitor national and state legislation, policy, and regulatory issues of interest to East Palo Alto with a focus on funding mechanisms (e.g., funding bills, transportation reauthorization); evaluate impacts to the City's operations, programs, and residents; and provide timely updates when action is needed. This will include access to SSDC's client alerts about legislative and regulatory issues that impact local governments across the country. Nossaman will also continue to provide its regular, tailored state legislative updates to East Palo Alto.

III. Advocacy & Representation

Represent the City's interests before state and/or federal legislatures, committees, and agencies: KBSC, Nossaman and SSDC will identify strategic opportunities to advance East Palo Alto policy priorities at the federal and state level, including:

- **Developing and executing advocacy strategies to advance the City's agenda and legislative positions/proposed changes to specific legislation.** For example, Congressional committees have begun to work on reauthorization of the federal transportation law and the brownfields revitalization law. East Palo Alto may want to support efforts by the US Conference of Mayors and other groups to provide more direct funding and authority to local and regional governments in these laws.
- KBSC, Nossaman and SSDC will also **identify opportunities to attend conferences or media events, serve on committees or testify in Congress** as a way to demonstrate East Palo Alto's leadership and enhance your visibility on key issues. Taking advantage of these opportunities can build new connections and help position your organization to secure additional resources.
- Oftentimes, **federal policy or regulatory assistance** is needed to implement a particular local or regional project. Our team will help East Palo Alto work with federal and state agencies and your Congressional and state legislative delegation to solve such issues.

Prepare community support letters, legislative testimony, position papers, fact sheets, and other advocacy materials on behalf of the City: KBSC, Nossam, and SSDC will also prepare your staff and elected officials to effectively advocate by developing briefing sheets, talking points, public comment drafts, and letters to advance the City's interests. Often times, demonstrating support from key community organizations and/or leaders can make the difference in securing funding or winning a legislative change. Our team will advise East Palo Alto on how to best demonstrate community support to advocate for your priorities.

IV. Relationship Building

Cultivate and maintain effective relationships with legislators, staff, executive agencies, and other stakeholders to advance the City's priorities. The project team will continue to cultivate and maintain effective relationships with key legislators and agency officials through our proven approach to relationship building that includes:

- **Working with the City's Congressional Delegation:** Strong support and advocacy from East Palo Alto's Congressional delegation is critical to winning Congressional appropriations, federal grants, and securing policy changes. KBSC has excellent working relationships with the Offices of Senators Schiff and Padilla and Representatives Mullin and Liccardo. We will continue to work closely with them to advance your priorities and interests.
- **Securing Support from Key Administration Officials:** Our team will help East Palo Alto build and maintain relationships with key federal agency officials (especially DOT, HUD, EPA, NOAA, FEMA, and EDA) and secure their support for your priorities. Our team has longstanding relationships with several of these federal agencies, as well as proven approaches to building relationship with the appropriate staff (intergovernmental

affairs officials) during executive transition periods. We are already working closely with several key officials federal agency officials under the new Trump Administration.

- **Facilitate meetings and communication between City officials and key state/federal representatives and staff:** Our team will continue to facilitate annual and as-needed meetings and communication between City officials and key federal and state representatives and staff, including:
 - **Organizing Advocacy Meetings in Washington, DC:** We recommend that your leadership team and key community leaders travel to Washington, DC at least one to two times a year to meet with key White House and agency officials and your Congressional delegation. These face-to face meetings with Members of Congress, their Washington staff, and Administration officials help build relationships, uncover new opportunities, and effectively provide information about your priorities and needs. KBSC and SSDC will organize and schedule the meetings, help prepare briefing materials to hand out, and provide talking points and other background information to ensure that your team is well-prepared.
 - **Organizing Advocacy Meetings in Sacramento, CA:** We also recommend that your leadership team travel to Sacramento at one to two times a year to meet with state agencies, the Governor's office and your state legislators. Again, these meetings are critical for strengthening relationships, uncovering new opportunities, and advocating for your priorities. Nossaman will take the lead in organizing these state meetings, including scheduling, preparing talking points and hand-outs, and making sure that city leadership is well-prepared for the meetings.
 - **Bringing federal and state leaders to East Palo Alto:** KBSC and SSDC will also take a lead role in organizing trips for federal and state officials to visit the county and meet with community leaders, tour proposed projects, and celebrate success with groundbreakings/ribbon-cuttings to further build these relationships and the funders' understanding of your community and projects.

V. Strategic Planning & Consulting

KBSC, Nossaman, and SSDC will continue our highly effective approach of providing strategic planning and consulting to advance the City's funding priorities through the following activities:

- **Tracking Funding Opportunities & Promoting East Palo Alto's Federal Interests:** If we are retained by East Palo Alto, our team will work quickly to schedule and implement a strategic planning meeting to identify your federal priorities for 2026. It will be important to move quickly because FY 2027 appropriations requests will likely be due as early as the end of February. In addition, there are likely to be several grant deadlines with various federal agencies that East Palo Alto may be interested in pursuing. We will identify those opportunities quickly so East Palo Alto has ample time to prepare your grant applications. In subsequent years, we will travel to East Palo Alto in the fall to meet with your team to discuss priorities and put together the game plan for the coming year. In particular, we will work with you to determine your funding and policy priorities and

develop an effective action plan to advocate for your interests. Our strategy for promoting East Palo Alto's interests at the federal and state level will include developing effective fact sheets and visuals for your projects, meeting regularly with key Congressional and state legislative staff and federal and state agency officials, and determining how best to utilize local community leaders to support our efforts. Finally, we will look to meet with your Congressional delegation at least one to two times a year.

- **Providing Regular & On-Call Strategic Counsel on Funding Opportunities, Challenges, and Emerging Issues:** We will continue tracking, monitoring, and counseling on key issues as described under sections 1, 2, and 3 above.
- **Assisting in Developing, Refining, and Prioritizing the City's Legislative/Funding Agenda & Developing Advocacy Materials:** The project team will engage actively in working with staff and elected officials to develop, refine, and prioritize the city's agenda to best serve the city's needs and to optimize competitiveness for key resources, as described in sections 1, 2, and 3 above. Our team will work with East Palo Alto leadership to develop briefing materials and fact sheets to provide effective information to decision makers on your priority projects.
- **Identify Sources of Federal and State Funding to Address City Priorities:** KBSC, Nossaman and SSDC will track federal and state funding opportunities and match them with East Palo Alto priority projects (as identified through the services described in Section 1).
- **Provide Input and Guidance on City Funding Applications:** KBSC, Nossaman and SSDC will provide input and guidance on key East Palo Alto funding applications, including strategic advice, creating an effective story-telling narrative, and reviewing and commenting on the draft application.
- **Provide Regular and timely communication:** The project team will provide regular and timely communication with the East Palo Alto team via email and phone calls, regarding the status of your federal priorities and the need for follow-up action.

E. Qualifications and Experience

Demonstrated Legislative Advocacy Experience:

The KBSC team has substantial experience in legislative advocacy at the state and federal levels.

Ken Brown has more than 30 years of experience as a legislative advocate in Washington, DC and before that in New Jersey's capital city of Trenton. In addition to helping his clients secure

more than \$1 billion in federal and state funding over the years, he has also played a key role in achieving several legislative accomplishments over the years:

- KBSC and Nossaman worked with the City of East Palo Alto and its state legislators to ensure that the state redevelopment agencies legislation (Senate Bill 107) would enable East Palo Alto to receive repayment of \$12 million from two previous loans issued to its redevelopment agency. The recovery of this \$12 million enabled the City to maintain progress on key priority projects.
- KBSC and SSDC leaders launched and managed *Climate Communities*, a coalition of more than five hundred local governments, which helped obtain billions in new federal funding for local government energy efficiency and renewable energy projects.
- KBSC and SSDC leaders crafted key provisions for local governments and lobbied for passage of the original federal Brownfields Revitalization Act signed by President Bush in the early 2000s and they have continued to work with Congress and the EPA to improve the law over the years.
- Ken Brown developed and implemented the advocacy campaign that won passage of the Clean Water Enforcement Act in New Jersey.
- Ken Brown organized community leaders to help win reauthorization of the federal Superfund law and the federal Clean Water in the 1980s and 1990s.
- SSDC succeeded in advocating to amend the regulatory language for Opportunity Zones in 2017 to ensure the eligibility of brownfield redevelopment for Opportunity Fund-eligible investment.
- SSDC succeeded in advocating to change the US DOT BUILD/RAISE grant definition of rural in 2017 to ensure a more proportional share of grants reach small-, mid-sized communities below 200,000 in population.

As mentioned previously, all KBSC team members spend the majority of our time representing local governments. As a result, we have extensive expertise and knowledge of federal and state programs that benefit localities. Collectively, we have helped our clients obtain well over \$2 billion in state and federal funding over the past two and a half decades. And most of those funds went to local governments

Knowledge of Legislative and Administrative Processes:

The KBSC team has a thorough understanding of legislative procedures, including bill drafting, committee processes, budget and appropriations cycles, and regulatory rulemaking, as well as federal and state grant-making. Every year, we help our local government clients navigate the state and federal appropriations processes. This includes understanding the federal and state

appropriations accounts, so we know which local projects are eligible for funding. It involves working with your state and federal legislative delegations to sell them on your projects. It includes knowledge of how to prepare your appropriations requests so they are compelling and meet all of the submission requirements. It involves following up with your legislators and the appropriations subcommittees to respond to questions they have. And it involves continued advocacy throughout the process.

Likewise, we help our clients weigh in on state and federal legislation when it makes sense. This can include obtaining opportunities to testify before legislative committees, preparing written testimony when needed, meeting with the key legislative committee staff and members and lobbying for our clients' proposed language. For example, several years ago, we secured an opportunity for a former Mayor East Palo Alto to testify before the Senate Environment Committee in support of brownfields legislative provisions that were important to local governments across the country. In addition, a few years ago Nossaman worked with the city's state legislators to ensure that the state redevelopment agencies legislation (Senate Bill 107) would enable East Palo Alto to receive repayment of \$12 million from two previous loans issued to its redevelopment agency.

Our legislative work also involves working closely with the U.S. Conference of Mayors, the National League of Cities, the League of California Cities and other organizations representing local governments to advocate for transportation, water and sewer infrastructure, housing and other legislation of interest to localities.

Established Relationships and Networks:

KBSC and SSDC have been working with your Congressional delegation for many years. Ken has a strong working relationship with the offices of both Senators and Congressman Mullin, who represent East Palo Alto. He has worked with Congressman Mullin's Chief of Staff since 2018 (when she was a staffer for Congresswoman Jackie Speier). And he has worked closely with Mr. Mullin's Legislative Director since he was hired in 2023. And he has worked closely with Senator Padilla's office since 2023 and Senator Schiff's office since 2025, when they were elected to the Senate.

Ashley Badesch has developed working relationships with Members of the Bay Area Congressional Delegation and their staff, as well as strong relationships with key federal agency officials through more than eleven years of advocacy for local governments in Washington, D.C. Through her work with C/CAG and East Palo Alto, Ashley regularly engages with the offices of Senator Padilla, Senator Schiff, Representative Mullin, as well as senior staff in the headquarters and regional offices at the U.S. DOT, EPA, HUD, DOE, and EDA. Ashley maintains these relationships through consistent communication (regular phone and email outreach, periodic project updates, and in-person meetings during annual D.C. visits). She also helps organize agency and Congressional visits to communities to showcase project progress and funding outcomes, further deepening connections between federal decision-makers and local leaders. During times of transition to new Members of Congress and political leadership of

agencies, SSDC applies a proven approach to relationship development that emphasizes consistent outreach, responsiveness, and accountability. She provides her local government clients with direct access to federal decision-makers and works to ensure their priorities are visible and well-supported throughout the legislative and executive branches. Ashley's success in leveraging these relationships is reflected in her work helping clients secure substantial federal resources, totaling nearly a half billion dollars to date.

Ashley Walker works closely with your State Senator Josh Becker and State Assemblywoman Diane Papan. She coordinates with them on state appropriations requests, and on support letters for state and federal grants. In addition, Ashley works very closely with Governor Newsom's office and with multiple state agencies that provide funding for transportation, affordable housing, water and sewer infrastructure, flood prevention, and parks.

The KBSC team meets and speaks regularly with these officials in Washington, DC and in California. We make sure they are aware of East Palo's priorities so that they can inform us when new opportunities arise and they can effectively advocate for your needs.

One recent example of how these relationships benefit East Palo Alto occurred last spring during the FY 2026 appropriations process. One of your Congressional delegation Members had a last minute opportunity to submit an additional appropriations request. Because of our relationship to the office and our ability to respond efficiently and professionally, they asked if we would have a project that fit the designated appropriations account. East Palo Alto did have a project and we moved quickly to submit the request, answer all questions, and obtain the required support letter from the appropriate state agency. We were able to accomplish all of this in a matter of days to meet the deadline and funding for the EAat Palo Alto project was included in the FY 2026 House Homeland Security appropriations bill.

Funding Expertise:

As demonstrated above and described in detail in *Section B.1*, the KBSC team has extensive experience and a track record of success in pursuing state and federal grant funding. For example, Ken Brown wrote East Palo Alto's successful Economic Development Administration grant that provided \$4.4 million to facilitate the completion of Bay Road. Ashley Badesch has written and advocated for hundreds of winning grants from multiple state and federal agencies. Her organization, SSDC, specializes in grant funding consulting and grant writing, and brings significant experience on federal grant programs to the team. And Ashley Walker has also successfully secured significant funding for many clients in California, including the City of Alameda and Monterey County as mentioned above.

Strategic Planning and Analytical Skills:

Ability to analyze complex legislative and policy issues: The project team has extensive experience and skills analyzing complex legislative and policy issues, bolstered by our decades

of experience as lobbyists. Ashley Badesch from SSDC is a lawyer; while she does not practice law, her background enables her to effectively analyze complex legislative and regulatory issues. For example, SSDC was a leader in advocating for changes to the Internal Revenue Services (IRS) regulations for Opportunity Zones under the Tax Cuts and Jobs Act to ensure that this complex tax incentive could be put to work to spur revitalization in communities with brownfields challenges. SSDC advised the U.S. Environmental Protection Agency (EPA) in drafting comments for the proposed regulations, urging IRS to resolve uncertainties that would discourage investors from using Opportunity Fund investment to remediate and redevelop brownfield properties. In December 2019, the IRS published the final regulations, which addressed many of our concerns and incorporated our proposed changes to the language – a major win for distressed communities with vacant and contaminated properties that pose barriers to revitalization.

Demonstrated experience developing and executing effective advocacy strategies: The project team has decades of experience in developing and executing effective advocacy strategies at the client- and coalition-level. In addition to the aforementioned examples of the experience of the project team in developing and executing effective advocacy strategies, SSDC was also successful in conducting a multi-year advocacy effort during which SSDC worked with mayors to advocate for infrastructure planning dollars through the core federal funding programs, in 2019, Congress authorized \$15 million of the appropriated National Infrastructure Investments funds (DOT BUILD grants) for transportation planning projects after several years of no grant awards for planning projects. As many small- and mid-size localities lack the resources to fully carry the significant costs of planning major infrastructure investments, this funding has been critical to help design and engineer roads, bridges and other essential infrastructure that is necessary to boost local economic development, create jobs and transform communities. This campaign required coordinated efforts to identify local champions, champions within US DOT, and the appropriate Congressional targets to affect the desired change.

Provide examples of actionable policy recommendations that supported a client's legislative success: Over the years of working with local government clients, our project team has advanced targeted policy recommendations that supported clients' legislative wins over a wide range of legislative efforts. In addition to other examples listed above, SSDC represented a coalition of rural West Virginia communities through its work with non-profit Generation West Virginia on a foundation-funded initiative to secure broadband fiber infrastructure funding for rural Appalachian communities. SSDC built a strong relationship with a key federal funder for broadband, the Appalachian Regional Commission (ARC). ARC's funding mechanisms had burdensome, stringent requirements related to ownership and project structure that deterred rural communities from applying and limited success for communities that were able to secure funding. In an effort to make this funding resource work better for its intended beneficiaries, SSDC analyzed the impacts of the burdensome requirements on rural communities, developed recommended changes for a new category of funding meant to help the available funding work better for communities, and coordinated with communities and stakeholders across the state to deliver the message for the proposed change to the appropriate agency officials and influential elected officials. SSDC hosted conversations with the impacted communities and drafted

advocacy materials, including talking points and briefing sheets with proposed changes to the program language. Following these efforts, ARC established a new category of broadband funding called “Broadband-as-a-Service” that addressed many of the concerns we raised, and SSDC wrote the first successful application for these funds for one of its broadband community clients. This approach to analyzing the impacts of a particular regulatory issue or requirement of a funding program, developing specific policy recommendations, executing a strong advocacy strategy, and securing legislative/regulatory/funding success has proven highly successful for the project team over our decades of advocating for local governments.

Communication and Representation Skills:

The KBSC team communicates complex legislative and policy issues in clear, direct language tailored to municipal needs. The team prepares concise position papers, fact sheets, testimony, and briefings that allow decision-makers to understand East Palo Alto’s priorities and act quickly. **Appendix B** includes examples of written advocacy materials provided to federal agencies and Congressional offices for City meetings.

We believe that local governments are their best advocates. As such, our team prepares its clients to deliver effective oral representation before federal and state legislative committees, executive agencies, and stakeholder forums. Members of the team have supported clients in presenting testimony before Congressional committees, state legislative committees, and regulatory bodies on issues including brownfields policy, transportation appropriations, water infrastructure, and redevelopment legislation. The team adheres to ethical standards of representation and complies with all federal and state lobbying rules. Our track record of results is a testament to the effectiveness of our written communication and representation skills.

Approach to Concurrent Client Interests: As mentioned previously, our team represents dozens of local government clients. As a result, we have substantial experience aggressively and successfully advocating for all of our clients. If we have two or more clients pursuing the same federal funding opportunity (e.g., a federal grant or contract), we will aggressively advocate for all of our clients. In some cases, multiple clients will be successful in receiving funding; in other cases, neither client will be successful; and in other cases, some will be successful. In our experience, there are multiple reasons that funding is awarded to local and regional government entities. Our job is to help maximize the potential of success for all our clients, and we have a strong record of success in managing these situations if they do occur.

Municipal Government Experience: The KBSC team has extensive experience representing municipal governments and supporting local priorities through state and federal advocacy. The team has served as East Palo Alto’s advocate for 25 years and has worked with cities and counties across California and the nation on funding, legislation, and regulatory issues. Our team is unique in our firms’ focus on serving local governments, which has provided us with a deep understanding of municipal operations, budget pressures, capital planning needs, and the importance of aligning legislative strategies with local priorities. The team’s work has advanced projects involving transportation safety, water and wastewater infrastructure, flood protection,

housing, parks, and community services. This experience enables the team to identify legislative risks and opportunities that affect municipal programs and to translate complex policy issues into clear options for City leadership.

The KBSC, Nossaman, and SSDC team routinely works directly with municipal department heads, city managers, public works leaders, and finance directors. These relationships support effective project coordination and ensure legislative strategies reflect operational realities. This depth of municipal experience positions the team to provide East Palo Alto with informed, practical, and results-oriented advocacy at both levels of government.

F. Project Management Approach

As demonstrated above, the KBSC team has extensive experience working with a broad range of local governments from all over the country. One of the advantages of working with our team is that you will have on-call access to senior policy advocates (Ken Brown, Ashley Walker, and Ashley Badesch) with decades of experience. We are always available to address new issues, troubleshoot problems, and develop new approaches if the current strategy is not working.

We have clearly defined roles as outlined above. Ken Brown will serve as Project Manager and chief federal advocate. Ashley Badesch will assist with federal advocacy and focus primarily on federal grants and relationships with federal agencies. And Ashley Walker will continue to lead your state advocacy efforts.

Our team communicates regularly with our clients via email, phone, zoom, and text. And as mentioned above, we are always available if there is an urgent need or if a new issue or opportunity arises.

Finally, we believe that it is a huge advantage that our team has been working with East Palo Alto for a long time. We know your elected leadership and senior staff. We know your priorities, your challenges, your needs, and your style of operation. Therefore, we are able to work efficiently and effectively on producing results for your community.

Below (in **Appendix C**) are examples of monthly client reports and client memos that demonstrates how your firm communicates legislative activity and progress updates.

G. Exceptions to the RFP

KBSC does not take any exceptions to the RFP.

H. Project Cost, Fees, and Charges

KBSC charges a monthly retainer fee for government affairs services, plus reasonable out-of-pocket costs (e.g., printing, copying, fax, taxis and parking for DC and Sacramento meetings, etc.). Based on the scope of work outlined in the RFP, KBSC is proposing a monthly retainer of \$13,000 to perform both state and federal advocacy services. This represents a \$2,500 per month increase over our current retainer for three reasons: (1) the scope of work requires substantially more effort at the state level than we have been providing under our current contract; (2) we have been charging substantially less than market rate for our state advocacy work for East Palo Alto; (3) In addition to providing state and federal advocacy services, this proposed retainer amount covers travel expenses as required by the RFP. We estimate our travel expenses to be about \$5-6,000 per year based on 3 people travelling annually to East Palo Alto for strategic planning meetings and Ashley Badesch of SSDC travelling to DC from Colorado to participate in City meetings with the Congressional delegation and federal agency officials.

In addition, we propose a 3 percent cost of living increase for each year, beginning in 2027. So our monthly retainer rates for each year of the contract will be:

2026: \$13,000
 2027: \$13,390
 2028: \$13,790
 2029: \$14,200
 2030: \$14,625

Below we provide our estimates for the amounts of the retainer allocated to each of the five tasks included in the RFP scope of work, plus travel.

Administrative and General Services:	2,000
Legislative Monitoring and Analysis:	1,000
Advocacy and Representation:	5,000
Relationship Building:	2,000
Strategic Planning/Consulting:	2,500
Travel:	500
TOTAL:	\$13,000

In addition, we estimate that our out-of-pocket reimbursable expenses will be no more than \$250 per month or \$3,000 per year.

So our total not-to-exceed amount would be \$13,250 per month for 2026, which is equal to \$159,000 for the year. Again, this amount will be increased by 3 percent a year to cover cost of living increases.

Finally, we want to point out that our monthly retainer fee includes helping East Palo Alto identify, plan for, and advocate for federal and state appropriations and grants, developing a strategy to pursue the funding, and advocating for the funding. For grants, it includes reviewing and commenting on state and federal grant applications, and advocating for the funding. It does not, however, cover playing the lead role in writing the grants. While KBSC and SSDC have

substantial experience writing winning grant applications, we would charge extra for this service. For playing the lead role in writing grant applications, we would typically charge anywhere from \$5,000 to \$25,000 per grant depending on the complexity of the application.

Based on our expertise and track record of success in writing winning grants, we would recommend including some amount of money per year for grant writing in the contract. As in the past, we recommend including contract language for the City to authorize up to a certain amount for on-call task orders such as grant writing. This contract language would make it clear that there would be no guarantee that this total dollar amount would be authorized through task orders.

I. References

KBSC References:

City/ County Association of Governments of San Mateo County (C/CAG)
Sean Charpentier, Executive Director
415-370-2174
scharpentier@smcgov.org

KBSC and SSDC have represented C/CAG since the beginning of 2022. During the past four years, we have helped C/CAG win about \$3.7 million for stormwater management and transportation projects.

Transportation Energy Partners
Alleyn Harned, President
804-539-9425
aharned@vacleancities.org

Ken Brown has represented Transportation Energy Partners before Congress and the federal agencies for more than 10 years. He helped the organization win increased funding for the DOE Clean Cities Program and the EPA Diesel Emissions Reduction Grants Program. He also helped TEP win a \$1 million grant from the DOE to overcome barriers to clean fuels and vehicles in small and rural communities.

Nossaman References

County of Monterey
Nick Chiulos, Chief Assistant County Administrative Officer
831-755-5145

chiulosn@countyofmonterey.gov

Nossaman has provided ongoing state and grant advocacy for Monterey County since 2014. Nossaman lobbied the California Legislature and Administration for successful inclusion of over \$23 million in the FY 2022-23 and 2023-24 State Budgets for the Nacimiento Dam Maintenance projects that are in need of critical safety upgrades. Nossaman coordinated local and state outreach for the County of Monterey to secure funding for the Interlake Tunnel project through Integrated Regional Water Management (IRWM). We have worked with the County of Monterey to explore opportunities to provide administrator services, through the State Water Resources Control Board, for failing water systems in the county.

Padre Dam Municipal Water District

Kyle Swanson, Chief Executive Officer/General Manager
619-258-4610
kswanson@padre.org

Nossaman has represented the municipal water district since 2015. Nossaman lobbied the California Legislature and Administration for successful inclusion of \$2 million in the FY 2022-23 State Budget for the Advanced Water Purification Project. Nossaman again was successful in advocating for the inclusion of an additional \$1.95 million in the FY 2023-24 State Budget. The AWP will create a new, locally sourced, environmentally friendly supply of water in East San Diego County.

Sustainable Strategies DC References

City of Glenwood Springs

Steve Boyd, City Manager
907-384-6422

Ashley Badesch began working with the City of Glenwood Springs, CO, as the SSDC staff lead for identifying, securing, and leveraging grant funds in August of 2016. Since then, Ashley has helped the City to secure over \$70 million in grant funding for transportation, water and wastewater, waste diversion, affordable housing, recreation, water resiliency, hazard mitigation, outdoor recreation, and arts and culture projects.

Roaring Fork Transportation Authority, Pitkin County, CO

David Johnson, Director of Planning
(970) 384-4979
(970) 376-4492 djohnson@rfta.com

Ashley led SSDC's federal funding consulting and advocacy services for the Roaring Fork Transportation Authority (RFTA), a regional agency that operates public transportation for the Roaring Fork Valley in Colorado. Specifically, we helped RFTA to secure about \$60+ million to upgrade the region's transportation system and infrastructure.

J. Professional Services Agreement

The Agreement for the Project will be in similar form to the agreement attached as Attachment 2, City of East Palo Alto Contractor and Professional Services Agreement. If the Proposer desires any modifications to the form of the Agreement, the proposed modifications must be submitted for consideration with the Proposal. Otherwise, the Proposer will be deemed to have accepted the form of Agreement, which is subject to minor modifications by City. Failure to identify contractual issues of dispute may later be the basis for the City disqualifying a Proposer.

K. Statements

1. KBSC does not have any potential financial, business, or other relationships with any company or firm that has an active or pending development application with the City.
2. No KBSC officers or employees have been involved in any litigation, bankruptcy, or reorganization for any reason.
3. No KBSC officers or employees have ever been disqualified, removed, or otherwise prevented from proposing on, or completing a federal, State, or local government project because of a violation of law or safety regulation. circumstances.

L. Insurance Requirements

KBSC acknowledges the City's insurance requirements (Exhibit C) and can comply with these requirements.

Appendix A – Biographies of Key Team Members

Ken Brown, President, Ken Brown Strategic Consulting

Ken Brown provides strategic consulting and government affairs services to local and state governments, non-profit organizations, businesses, and coalitions. He advises public and private sector clients on federal funding, legislative and regulatory solutions, and other tools to facilitate economic and community development, energy efficiency and renewable energy,

brownfields revitalization, infrastructure upgrades, air and water quality improvements and other priorities. He also advises private sector clients on strategies for advancing clean energy solutions, environmental technologies, and environmentally preferred products. Ken has more than 30 years of experience working on a broad range of public policy issues at the local, state, and national levels. Some of his accomplishments include:

- Assisting a broad range of clients in obtaining more than \$500 million in federal funding for infrastructure, environmental cleanup, demonstration projects, and other client priorities;
- Securing and managing a million-dollar DOE grant to coordinate a three-year project in eight pilot states aimed at breaking down barriers and finding successful models for small and rural communities to transition to clean fuels and vehicles.
- Developing and implementing the strategy that enabled a northeastern city to win designation as one of twelve “Manufacturing Communities” nationwide under the White House Investing in Manufacturing Communities Partnership. Already, this prestigious designation has helped the region secure more than \$100 million in new federal funding.
- Helping the nation’s *Clean Cities* coalitions and their stakeholders in the alternative fuel and vehicle industries win increased funding for the Department of Energy’s alternative fuels deployment program;
- Launching and managing *Climate Communities*, a coalition of more than five hundred local governments, which helped obtain billions in federal funding for local government energy efficiency and renewable energy projects;
- Lobbying for and helping to craft portions of the Small Business Liability Relief and Brownfields Revitalization Act;
- Assisting a chemical company in winning the U.S. EPA Presidential Green Chemistry Challenge Award as part of a multi-faceted strategy that helped its product become the market leader;
- Assisting a Fortune 500 company in obtaining the first Green Seal certification for environmental technologies in its class;
- Assisting two cities in winning designation as Brownfields Showcase Communities selected by the U.S. Environmental Protection Agency (EPA) in cooperation with twenty other federal agencies;
- Serving as Executive Director of the National Association of Local Government Environmental Professionals (NALGEP), where he tripled the organization’s membership and built it into an effective voice for city and county environmental managers.

Previously, Ken was a partner with The Ferguson Group, government affairs director for Spiegel & McDiarmid, executive director of the National Association of Local Government Environmental Professionals, executive director of Renew America, national program director for Clean Water Action, co-founder and director of the New Jersey Environmental Federation, and legislative assistant for Congressman Bill Gradison. Ken received his B.A. and Master of Public Policy degrees from the University of Michigan.

Ken is the co-author of: *U.S. Climate Action from the Ground Up: Federal Policies to Promote Local Government Climate Protection*; (A White Paper for the Presidential

Climate Action Partnership); *Revitalizing Mothballed Properties: Challenges, Success Stories & Solutions*; *Unlocking Brownfields: Keys to Community Revitalization*; *Smart Growth is Smart Business*; *Profiles of Business Leadership on Smart Growth*; *Profiles of Business Leadership on Smart Growth: New Partnerships Demonstrate the Economic Benefits of Reducing Sprawl*; *HUD CDBG Brownfields Funding: A Building Block for Community Development*; *Building a Brownfields Partnership from the Ground Up: Local Government Views on the Value and Promise of National Brownfields Initiatives*.

Ashley Walker, Senior Policy Advisor, Nossaman

Ashley Walker is a Senior Policy Advisor providing federal and state legislative solutions and grant funding advocacy for a variety of clients with interests in sustainable communities, housing, water, and education issues. She is an expert on education policy issues and is based in the Firm's Sacramento office.

Ashley has many years of experience effectively representing client interests before the Federal government, and California Legislature, and has in-depth knowledge of the state and federal budget processes. Ashley excels at building strategic coalitions and leverages her deep-rooted relationships in Sacramento to assist clients in forming meaningful collaborations.

Ashley excels at grant writing and advocacy, and has secured millions of federal and state dollars in public funding honing her creative writing skills, for a wide range of community projects across the State, including parks and trails, cultural and recreational facilities, sustainable communities strategy planning, environmental enhancements, and vital public safety equipment.

EXPERIENCE

County of Monterey. Serves as the State advocate for the County on all issues of priority related to the State budget, housing, water, social services, public safety, and natural resources. Has passed multiple state sponsored bills on behalf of the County, and secured \$27 million in state budget funding for County specific projects. Provides local, state, and federal grant consulting services, including researching grant programs, assisting in the development of competitive applications and narrative, developing relationships with key decision makers and securing community and political support for projects.

City of Alameda. Successfully wrote and prepared a grant alongside City staff for a \$2.5 million grant from the Land and Water Conservation Fund for the City's Estuary Park project. Estuary Park will serve Alameda's city-wide population by providing unique recreational features, not typical of neighborhood parks. The Park includes four pickleball courts. There is only one other such court in the City, and it is well beyond capacity for the City's population. The Park also includes recreational features specifically designed for seniors and children with developmental and physical disabilities. Additionally, the Park includes a large restroom and picnic areas to encourage residents from all over the City to enjoy park facilities for a longer period of time than residents could at a neighborhood park.

Community College Noncredit Coalition Building. Built a coalition of community college and adult education stakeholders across the State to take positions on issues pertaining to adult education funding and proposed policies. Through coordination of this coalition, successfully advocated for a change to the Governor's initial 2013-14 State budget proposal that addressed adult education in a way that was harmful to the funding for noncredit programs in community colleges. The change resulted in a final enacted budget that presented a favorable system for adult education and noncredit delivery that community colleges could fully support.

North Orange County Community College District. Serves as the advocate for the District at the federal and state levels of government and provides support for the District's public policy priorities and grant needs. Maintains relationships on behalf of the District with the all relevant federal and state agencies, departments, and regulatory bodies, including the Governor's office, Legislature, legislative committees, and the California Community College Chancellor's Office. Provides services such as monitoring of legislation, regulations, and grant programs in a proactive manner.

Mt. San Antonio College. Serves as the advocate for the District at the federal and state levels of government and provides support for the District's public policy priorities and grant needs. Maintains relationships on behalf of the District with the all relevant federal and state agencies, departments, and regulatory bodies, including the Governor's office, Legislature, legislative committees, and the California Community College Chancellor's Office. Provides services such as monitoring of legislation, regulations, and grant programs in a proactive manner

INSIGHTS

PUBLICATIONS

Author, "California Water Views - 2025 Outlook," Nossaman Periodical, 05.01.2025

Contributor, "California Water Views - 2023 Outlook," Nossaman Periodical, 04.01.2023

Co-Author, "\$1,000,000,000 Now Available to State, Local & Tribal Entities for Cybersecurity Planning & Improvement," Nossaman eAlert, 09.16.2022

Co-Author, "Pork-Lite, The New Way to Earmark," Nossaman eAlert, 03.18.2021

Co-Author, "Planning for Regional Variations to California's Stay-At-Home Orders," Nossaman eAlert, 05.06.2020

Co-Author, "CA Governor Newsom's COVID-19 Transition Plan: 'New Normal' To Be Determined by Your Local Government," Nossaman eAlert, 04.16.2020

SPEAKING ENGAGEMENTS

Moderator, "Inside the 2026 CA Governors' Race," Women in Power Spaces, Brea, CA, 09.05.2025

Moderator, "Voices for Change," North Orange Continuing Education's Vision 2030: Noncredit Summit, Anaheim, CA, 10.04.2024

Moderator, "Turning the Tide on Cybersecurity for the Water Sector," Nossaman's 2021 Water Webinar Series, 11.16.2021

Speaker, "Flood or Drought? A Discussion of the Election's Potential Legislative Impacts on the Water Sector," Nossaman's 2020 Water Webinar Series, 12.03.2020

Speaker, "Community Services Programs," Association of Community and Continuing Education (ACCE) 2020 Annual Statewide Conference, Sacramento, CA, 2020

Speaker, "Telling Our Story: Helping Policymakers Understand Community Services," Association of Community and Continuing Education (ACCE) 2019 Annual Statewide Conference, San Diego, CA, 02.2019

Speaker, "Legislative Update," Association of Community and Continuing Education (ACCE) 2019 Annual Statewide Conference, San Diego, CA, 02.2019

Speaker, "ACCE Legislative Platform Review," Fall 2018 Association of Community and Continuing Education (ACCE) Northern & Southern Drive-In Workshops, CA, 10.19.2018, 11.08.2018

Speaker, "Legislative Guidance & Advocacy," Association of Community and Continuing Education (ACCE) 2018 Statewide Conference, Oakland, CA, 02.08.2018

Speaker, "Legislative Update," Association of Community and Continuing Education (ACCE) 2017 Annual Conference, San Diego, CA, 02.02.2017

Speaker, "STRONG 2016: Developing Hornets' Hearts & Minds," Sacramento, CA, 04.29.2016

Speaker, "State Legislative Update," Association of Community and Continuing Education (ACCE) 2016 Statewide Conference, Monterey, CA, 02.26.2016

COMMUNITY & PROFESSIONAL

Member, Capitol Network

Member, Institute of Governmental Advocates

EDUCATION

California State University, Sacramento, B.A., 2009

Ashley Badesch, Partner, Sustainable Strategies, DC

Ashley Badesch serves as a Partner and Director of Sustainable Strategies DC's Western Practice, based in Denver, CO. In her 11+ years of advocacy experience working with SSDC, Ashley has secured nearly half a billion dollars in grant funding for her clients. After several years in SSDC's headquarters office in Washington DC, Ashley launched SSDC's Western Practice in Denver in 2020, which has allowed her to further specialize in assisting communities with common challenges in the West, including workforce housing, water and wastewater infrastructure, multimodal transportation infrastructure, wildfire mitigation, coastal resilience, drought mitigation, conservation, and outdoor recreation tourism development. Ashley maintains a hands-on relationship with her retainer clients, providing grant writing, project management, and advocacy services, in addition to client management responsibilities. Prior to joining Sustainable Strategies DC in 2014, Ashley worked at the Center for International Policy. She received her J.D., magna cum laude, from Georgetown University Law Center. She received her Master of Public Policy with a focus in Environmental Policy from the University of Virginia Frank Batten School of Leadership and Public Policy and a Bachelor of Arts in Spanish and Minor in Philosophy from the University of Virginia. Some notable examples of Ashley's success in working with clients to leverage funding into community priorities include:

- Securing over \$7.8 million in federal and state grant resources for Pitkin County, CO since beginning work as their federal grants consultant in 2023.
- Securing over \$12 million in federal and state grant resources for Frederick, MD since beginning work as their federal grants consultant in 2020.
- Securing \$14.5 million in California Public Utilities Commission (CPUC) grants to support the expansion of high-speed broadband in the City of Oakland (2022 - 2024).

Ashley Badesch's qualifications include extensive experience with:

- Monitoring federal, state, and foundation grant opportunities to identify grants that align with funding needs of local government clients.
- Preparation of Resource Roadmaps that outline a detailed funding agenda for communities to pursue to effectively leverage federal, state, and foundation funds.
- Coordinating with department heads to plan for grant applications and provide strategic consulting on development of competitive projects for funds.
- Drafting of successful federal, state, and philanthropic grant applications.
- Helping local government clients to develop strong relationships with their US Members of Congress, federal agency officials, and state agency officials to advance funding goals.

Appendix B – Examples of Advocacy Materials for Clients

Below are two examples of advocacy materials we have developed for East Palo Alto, including one example of talking points we developed for East Palo Alto's meetings with agencies and Members of Congress in Washington DC and one set of slides we developed for advocacy meetings with East Palo Alto's Congressional Appropriations staffers.

City of East Palo Alto Talking Points and Focus for Washington, DC Meetings April 10-11, 2024

Wednesday, April 10

11:00 AM – US Department of Transportation

Focus of Meeting: Build relationship, educate them about East Palo Alto transportation priorities, identify potential funding sources (Reconnecting Communities; Safe Streets for All)

- Thank you for meeting with us today. We are excited to share information about our community and learn about how we can partner with DOT.
- East Palo Alto is a working-class community of color located along the San Francisco Bay in Silicon Valley.
 - We have about 30,000 people and 86% of residents are non-white.
 - We have the highest unemployment and the lowest per capita income in the region. We also have a much weaker tax base than our neighboring communities.
 - This makes it difficult to invest in revitalizing our old infrastructure, which is a high priority for our community.
- We have several transportation challenges:
 - We have substantial traffic from commuters that pass through our community.

- We have US Highway 101 cutting our community in half and many of our low- and moderate-income residents live on the opposite side of the highway from our main shopping area and schools.
- And we have a number of roads that need significant safety improvements.
- Our top projects include:
 - Woodland Avenue safety improvements
 - University Avenue safety improvements
 - San Francisco Bay Trail Realignment
 - Loop road to alleviate congestion in the Ravenswood redevelopment area.
- We would now like to learn about the Reconnecting Communities grants, the Safe Streets for All Program, and other programs you have.

12:30 PM – National Endowment for the Arts – Michael Orlove, Director of State, Regional & Local Partnerships + International Activities

Focus of Meeting: Build partnership with NEA, educate them about East Palo Alto, and learn about their programs.

- Thank you for meeting with us today. We are excited to share information about our community and learn about how we can partner with NEA.
- East Palo Alto is a working-class community of color located along the San Francisco Bay in Silicon Valley.
 - We have about 30,000 people and 86% of residents are non-white.
 - We have the highest unemployment and the lowest per capita income in the region. We also have a much weaker tax base than our neighboring communities.
 - This makes it difficult to invest in revitalizing our old infrastructure, which is a high priority for our community.
- We would like to learn about your programs and how NEA works with local communities across the country.

2:00 PM – US EPA Office of Water

Focus of Meeting: Build partnership with EPA, educate them about East Palo Alto water infrastructure needs, learn about WIFIA loans and other EPA assistance.

- Thank you very much for taking the time to speak with us today. We are excited to share information about East Palo Alto and our water infrastructure needs and learn about WIFIA and other EPA programs that may help us.
- East Palo Alto is a working-class community of color located along the San Francisco Bay in Silicon Valley.
 - We have about 30,000 people and 86% of residents are non-white.
 - We have the highest unemployment and the lowest per capita income in the region. We also have a much weaker tax base than our neighboring communities.
 - This makes it difficult to invest in revitalizing our old infrastructure, which is a high priority for our community.
- We recently updated our Water Master Plan and estimate that we will need at least \$80-100 million over the next 20-30 years to upgrade our aging and deteriorating water distribution system to meet environmental requirements and accommodate future growth and development.
- 70 percent of the City's water distribution pipelines are below minimum standards, and some are more than 100 years old.
- Many of the City's water meters are more than 20 years beyond their useful life and do not accurately record water use.
- We currently have extremely limited water storage capacity to provide back-up in case of emergency.
- These deficiencies pose long-term challenges to efficiently delivering safe and affordable water to our residents. In addition, they inhibit our ability to bring new businesses and jobs to our City.
- We also may be taking over the sewer system in our community. This will also likely require significant capital investment.
- We are now in the process of developing a long-term finance plan to pay for these improvements.
- We would like to learn more about the WIFIA program and other EPA resources that can help us conquer this challenge.

Thursday, April 10

9:30 AM – US Department of Justice COPS Office

Focus of Meeting: Build partnership with COPS Office, educate them about East Palo Alto, and learn about funding programs.

- Thank you for meeting with us today. We are excited to share information about our community and learn about how we can partner with the COPS Office
- East Palo Alto is a working-class community of color located along the San Francisco Bay in Silicon Valley.
 - We have about 30,000 people and 86% of residents are non-white.
 - We have the highest unemployment and the lowest per capita income in the region. We also have a much weaker tax base than our neighboring communities.
 - This makes it difficult to invest in community services including law enforcement.
- We have made great progress in reducing crime since the early 1990s, when we had the highest murder rate in the nation.
- As you probably know, former COPS Director Ron Davis was our police chief for 8 years.
- Under the leadership of Ron and his successors, we have increased funding for the police and aggressively implemented community policing. It has made an enormous difference in our ability to prevent crime. In fact, we had zero homicides in 2023.
- One of our challenges now is the mental health of our police force. So, we are interested in learning more about the COPS Mental Health grants.
- We are also interested in transitioning some of our police fleet to electric vehicles. So, we are interested in learning what other police departments have experienced as they try out EVs for law enforcement purposes.

10:00 AM – Daniel Leonardini, Policy Advisor for Energy, Transportation, and Air Quality, Office of Senator Butler

Focus of Meeting: Ask Senator Butler for support of the City’s requests for Congressionally directed spending requests.

- Thank you very much for meeting with us today. We are very excited to share a little about our community and talk about our requests for Congressionally directed spending.
- East Palo Alto is a working-class community of color located along the San Francisco Bay in Silicon Valley.
 - We have about 30,000 people and 86% of residents are non-white.

- We have the highest unemployment and the lowest per capita income in the region. We also have a much weaker tax base than our neighboring communities.
 - This makes it difficult to invest in revitalizing our old infrastructure, which is a high priority for our community.
- We would like you to support our four requests for Congressionally directed spending this year:
 1. \$1 million to replace two old, dilapidated water mains along East Bayshore Road that are leaking and impacting the water pressure in our system. 70% of our water pipes don't meet standards and some are more than 100 years old.
 2. \$2.4 million for safety improvements on Woodland Avenue. Folks in our lower income neighborhoods use this narrow, windy road to walk, bike, and drive to work, school, and shopping. It gets substantial pass-through traffic as commuters seek to avoid congestion on Highway 101. There have been numerous accidents on the road. We will implement traffic calming and add sidewalks to improve safety.
 3. \$600,000 to realign 2.4 miles of the San Francisco Bay Trail. We are building a new levy to protect the community from tidal flooding and sea level rise caused by climate change. As part of this project, we need to demolish 2.4 miles of the existing trail and relocate it on top of the new levy.
 4. \$1.17 million to purchase and upfit 12 new electric vehicles for our police fleet. This will enable the police department to test out EVs and transition our fleet as the state moves to phase out gas-powered cars in the next decade.

1:00 PM – Office of Congresswoman Eshoo – Eric Henshall, Legislative Director

Focus of Meeting: Thank Congresswoman Eshoo and her staff for long-time support for East Palo Alto and ask for any support they can provide to City even though we are not in her district anymore.

- **THANK YOU:** First, we want to thank Congresswoman Eshoo and your entire office for all of the support and assistance you have provided to East Palo Alto since our beginning back in 1983.
- As you probably know, the Congresswoman was a key leader in our fight to become a City when she was on the San Mateo County Board of Supervisors in the early 1980s. She helped us enormously for many years as our Congresswoman and continued to provide assistance when she could after redistricting in 2010.
- We would now like to provide some information on our four requests for Congressionally directed spending this year:
 1. \$1 million to replace two old, dilapidated water mains along East Bayshore Road that are leaking and impacting the water pressure in our system. 70% of our water pipes don't meet standards and some are more than 100 years old.
 2. \$2.4 million for safety improvements on Woodland Avenue. Folks in our lower income neighborhoods use this narrow, windy road to walk, bike, and drive to work, school, and shopping. It gets substantial pass-through traffic as commuters seek to avoid congestion on Highway 101. There have been numerous accidents on the road. We will implement traffic calming and add sidewalks to improve safety.
 3. \$600,000 to realign 2.4 miles of the San Francisco Bay Trail. We are building a new levy to protect the community from tidal flooding and sea level rise caused by climate change. As part of this project, we need to demolish 2.4 miles of the existing trail and relocate it on top of the new levy.
 4. \$1.17 million to purchase and upfit 12 new electric vehicles for our police fleet. This will enable the police department to test out EVs and transition our fleet as the state moves to phase out gas-powered cars in the next decade.

2:30 PM – Congressman Kevin Mullin

Focus of Meeting: Thank Congressman for past support and ask for support for this year's earmark requests.

- THANK YOU: First, we want to thank you very much for securing funding for our East Bayshore Road Safety Improvement Project. This will enable us to implement traffic calming and other safety measures for this roadway.

- Second, we thank you for securing funding for the new turf field at Los Robles / Ronald McNair Academy. This partnership between the school district and the community will enable us to dramatically enhance recreational opportunities for kids throughout our community.
- We would also like you to support our four requests for Congressionally directed spending this year:
 1. \$1 million to replace two old, dilapidated water mains along East Bayshore Road that are leaking and impacting the water pressure in our system. 70% of our water pipes don't meet standards and some are more than 100 years old.
 2. \$2.4 million for safety improvements on Woodland Avenue. Folks in our lower income neighborhoods use this narrow, windy road to walk, bike, and drive to work, school, and shopping. It gets substantial pass-through traffic as commuters seek to avoid congestion on Highway 101. There have been numerous accidents on the road. We will implement traffic calming and add sidewalks to improve safety.
 3. \$600,000 to realign 2.4 miles of the San Francisco Bay Trail. We are building a new levy to protect the community from tidal flooding and sea level rise caused by climate change. As part of this project, we need to demolish 2.4 miles of the existing trail and relocate it on top of the new levy.
 4. \$1.17 million to purchase and upfit 12 new electric vehicles for our police fleet. This will enable the police department to test out EVs and transition our fleet as the state moves to phase out gas-powered cars in the next decade.

5:00 – Meeting with Senator Padilla's office – Sam Mahood, Policy Advisory

Focus of Meeting: Thank Senator and staff for past support and ask for support for this year's earmark requests.

- THANK YOU: First, we want to thank you very much for securing funding for our East Bayshore Road Safety Improvement Project. This will enable us to implement traffic calming and other safety measures for this roadway.

- Second, we thank you for securing funding for the new turf field at Los Robles / Ronald McNair Academy. This partnership between the school district and the community will enable us to dramatically enhance recreational opportunities for kids throughout our community.
- East Palo Alto is a working-class community of color located along the San Francisco Bay in Silicon Valley.
 - We have about 30,000 people and 86% of residents are non-white.
 - We have the highest unemployment and the lowest per capita income in the region. We also have a much weaker tax base than our neighboring communities.
 - This makes it difficult to invest in revitalizing our old infrastructure, which is a high priority for our community.
- We would also like you to support our four requests for Congressionally directed spending this year:
 1. \$1 million to replace two old, dilapidated water mains along East Bayshore Road that are leaking and impacting the water pressure in our system. 70% of our water pipes don't meet standards and some are more than 100 years old.
 2. \$2.4 million for safety improvements on Woodland Avenue. Folks in our lower income neighborhoods use this narrow, windy road to walk, bike, and drive to work, school, and shopping. It gets substantial pass-through traffic as commuters seek to avoid congestion on Highway 101. There have been numerous accidents on the road. We will implement traffic calming and add sidewalks to improve safety.
 3. \$600,000 to realign 2.4 miles of the San Francisco Bay Trail. We are building a new levy to protect the community from tidal flooding and sea level rise caused by climate change. As part of this project, we need to demolish 2.4 miles of the existing trail and relocate it on top of the new levy.
 4. \$1.17 million to purchase and upfit 12 new electric vehicles for our police fleet. This will enable the police department to test out EVs and transition our fleet as the state moves to phase out gas-powered cars in the next decade.



Our Community

- We are a working-class community of color.
- About 30,000 people.
- Still have among the highest unemployment and lowest per capita income in the region
- 19% of children living below poverty rate.
- Two thirds of our residents are renters.
- Half of those renters are economically challenged -- they spend 30% of their income on rent alone.
- We are focused on upgrading our infrastructure to improve quality of life and support new businesses and jobs.



Water Infrastructure Improvements

- 70% of water pipes don't meet standards and some are more than 100 years old.
- Many water meters are 20 years beyond useful life and don't accurately record water use.
- Funding needed to replace two old, dilapidated water mains along East Bayshore Road that are leaking and causing impairments to water supply.
- \$1 million request for Interior appropriations bill.
- City needs long-term financing for at least \$60-80 million to modernize water distribution system.

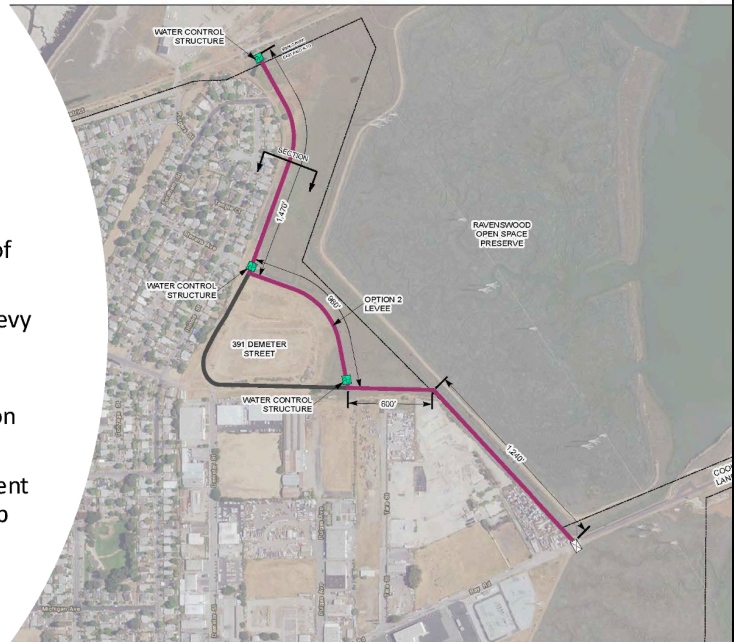
Woodland Avenue Safety Improvements

- Residents in low/mod-income neighborhood use narrow, windy road to walk/bike to schools, jobs, and shopping.
- Vehicles travel at unsafe speeds and there are no sidewalks or bike lanes – caused several accidents and injuries.
- Substantial cut-through traffic from commuters.
- Funds needed to construct traffic calming/other safety improvements -- sidewalks, stop signs, striping, etc.
- Ready to begin construction in 2026.
- \$2.4 million requested for design and construction in Transportation HUD appropriations bill.



San Francisco Bay Trail Realignment

- Requesting \$600,000 to realign 2.4 miles of SF Bay Trail for bicycles and pedestrians.
- City and partners are constructing a new levy to protect community from sea level rise caused by climate change.
- Constructing the levy will require relocation of 2.4 mile section of trail.
- Funding will be used to eliminate the current section of trail and relocate the trail on top of the new levy.



New Police Electric Vehicles

- \$1.17 million needed to purchase and upfit 12 electric vehicles for law enforcement.
- Need to replace vehicles that are reaching end of life.
- First step to transition police fleet to zero emission vehicles.
- Will improve air quality in community suffering environmental injustices.
- Will save money through reduced fuel and maintenance costs.



Appendix C. Examples of Client Reports

Please see the below examples demonstrating how our team communicates legislative activity and progress updates, including a regular legislative update from Nossaman to East Palo Alto, as well as a client memo SSDC produced for the City of Frederick, MD, on a priority legislative issue.

From: "Ashley S. Walker" <awalker@nossaman.com>

Date: November 21, 2025 at 2:54:25 PM EST

To: mgaines@cityofepa.org, Ken Brown <ken@akbstrategies.com>, oamey@cityofepa.org, jle@cityofepa.org, sklima@cityofepa.org

Subject: City of East Palo Alto Legislative Update 11.21.2025

Happy Friday!

As a reminder, the California legislature is on recess and will not reconvene until January 5, 2025.

On November 17, **Senator Monique Limón was sworn in** and began her role as the 50th President pro Tempore of the California State Senate. A formal swearing-in ceremony will take place on January 5, 2026, in Sacramento.

Thursday night, Representative **Eric Swalwell announced** on Jimmy Kimmel Live that he will **run for California governor**. This comes just days after billionaire environmental activist **Tom Steyer entered the race**. Meanwhile, President Trump's push for **mid-decade redistricting faced major setbacks**: federal judges blocked Texas' congressional maps over likely racial gerrymandering, and Indiana postponed its redistricting until January amid local opposition. These obstacles, combined with Democratic gains in California, threaten the White House's effort to secure a House advantage ahead of the 2026 midterms.

Updates from the Governor:

- Governor Newsom [announced](#) nearly **\$100 million in California Competes Tax Credits** to nine companies expanding manufacturing and headquarters operations across the state. These awards are expected to create 2,752 new jobs and generate over \$370 million in private investment. The companies represent diverse sectors, including aerospace, microelectronics, clean technology, and apparel.
- Governor Newsom [announced](#) **\$145.5 million** to 153 organizations statewide **to expand community-based health services through the PATH CITED initiative**, improving access to whole-person care, housing support, and care coordination for underserved communities.
- Governor Newsom signs first-in-nation **law banning ultra processed foods in K-12 school meals**, requiring harmful additives and ingredients to be phased out by 2035. The law directs health officials to identify and prohibit items like artificial colors, flavors, thickeners, and high levels of sugar, sodium, and saturated fat. Read more [here](#).

CA Budget and Economy

- **LAO Report:** California will face a **nearly \$18 billion budget deficit in the new fiscal year** due to higher than expected spending, despite an economic boon largely driven by AI enthusiasm and strong revenue. The \$17.7 billion shortfall could balloon to an annual \$35 billion by fiscal year 2027-28.
- Democrats on the Joint Economic Committee [produced an analysis](#) estimating that **California residents have paid more for basic goods** than peers in any other state **during Trump's second term**. The average California family paid an additional \$1,112 between February and September due to inflation.
- U.S. CPI rose to **3.0% in September**, its fifth straight monthly increase, while California CPI hit **3.3% in August**, the highest since mid-2024. A federal shutdown from **Oct. 1–Nov. 12** delayed key economic data releases. California's General Fund cash receipts for October were **\$2.2B (12.7%) above forecast**, driven by strong personal income tax collections, bringing cumulative receipts since April to **\$8.6B above projections**.

Water

- The Trump administration has proposed an aggressive **five-year offshore oil and gas leasing plan** that would **open federal waters off California** and parts of Florida's Gulf Coast **to drilling** for the first time in decades. Read more [here](#).
- After the recent atmospheric river, most California reservoirs are above their historical averages for this time of year. Shasta Lake is at **58% capacity** and **108% of its seasonal average**, while Lake Oroville is **52% full** and at its historical norm. Other major reservoirs, including Trinity, Folsom, Lake Sonoma, and New Melones, are also above average, though experts note early storms mainly replenish dry soils before boosting runoff, and warn that flood control may become a concern later in the season. **See pictures and read more [here](#)**.
- The California State Water Resources Control Board's Division of Drinking Water has [released](#) a **draft PFAS General Order** requiring community and nontransient-noncommunity water systems to conduct **initial monitoring for PFAS**. The order aims to align with federal PFAS drinking water regulations and prepare for future California-specific standards. Public comments are due by **December 4, 2025**, before the final order is issued later this year. Read more [here](#).
- The State Water Resources Control Board will hold a meeting on **January 21, 2026**, to consider amendments to the **Expedited Drinking Water Grant (EDWG) Program Guidelines**, originally adopted in March 2023. The changes would add federal and state funding sources, expand eligibility to community water systems served by mutual water companies, remove the \$15 million project cap, align criteria with the Drinking Water State Revolving Fund (DWSRF)

Intended Use Plan, and update required proposal documents. Public comments on the draft amended guidelines are due by **December 19, 2025**, via email (commentletters@waterboards.ca.gov).

Transportation and Infrastructure

- On **Nov. 14**, a federal court paused new trucking regulations nationwide, but California remains under enforcement. The state has revoked **17,000 licenses** and continues denying applications from refugees, asylum seekers, and DACA recipients, while USDOT threatens **\$160M in highway funds** and has already cut **\$40M in grants**. If rules stand, California could lose **61,000 immigrant drivers**, disrupting supply chains though overall funding impacts are expected to be modest. Read more [here](#).

Energy and Environment

- A [new report by Next 10 and UC Riverside](#) estimates that **California data centers nearly doubled electricity use and carbon emissions between 2019 and 2023**, with water consumption more than doubling, largely due to AI-driven demand. Read more [here](#).
- An environmental group sued Compton, Shafter and Shasta County for failing to follow state laws that require local governments to develop an **expedited permitting process for electric vehicle charging stations**.

Enjoy your weekend!

Ashley

Ashley Walker

Senior Policy Advisor

NOSSAMAN LLP

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Sacramento, CA 95814

awalker@nossaman.com

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D 916.930.7780





MEMORANDUM

To: City of Frederick, MD
From: Ashley Badesch, Partner & Heather Iloff, Principal & Director of Economic Mobility
Date: August 19, 2025
Re: City of Frederick Response to Medicaid Cuts

Sustainable Strategies DC (S²) has prepared this memo in response to a request from City of Frederick to consider advocacy approaches to address the impacts of the 2025 H.R.1 “OBBBA” legislation that cut \$1+ trillion from Medicaid and \$195 billion from SNAP. The City is developing a comprehensive approach to addressing and mitigating the impact on the local community, including through a call to action to launch a **Partners for Accessible Care and Treatment (PACT) Taskforce**, which will be a cross-sector coalition of health care providers, educators, housing agencies, nonprofits, and local government representatives. This memo provides recommended advocacy actions that PACT can take at the federal and state levels, as well as recommendations leveraging the Office of the Mayor in elevating the local impacts as well as policy solutions at the federal and state levels. The memo also includes a preliminary chart of recommended actions with anticipated timelines for opportunities to comment on important rulemakings at the federal and state level.

Influencing Federal Policy and Discourse: While there will be limited opportunities for changing federal policy prior to the 2026 midterm elections, the City of Frederick and the PACT Task Force can undertake the following efforts to make a difference:

1. **Continue to Gather and Share Data to Document the Harms of Federal Cuts:** The City of Frederick and the PACT Task Force should coordinate to gather data and document the harms of federal cuts, including through writing op-eds, making public comments, and doing media interviews about the harms and how Frederick is responding. We recommend that you continue to utilize and build upon the “Frederick’s Safety Net Comprehensive Overview of Social Support Systems” report and “Call for Coordination Local Action,” as well as the attached Briefing Sheet to raise awareness with key leaders.

2. **Submit Formal Comments on Federal Rulemakings:** The City of Frederick and the PACT Task Force should monitor and respond to federal rulemakings that affect Medicaid and safety-net services, as these represent the first opportunity to shape how OBBBA's Medicaid provisions are implemented at the national level before they are carried out by the states. This includes both the annual CMS payment and eligibility rules (such as the Medicare Physician Fee Schedule and Medicaid guidance updates) and the forthcoming OBBBA-specific rulemakings on Medicaid work requirements (expected in late 2025–2026). To track these rulemakings and develop a calendar of important comment periods, Frederick should use:
 - a. **Federal Unified Agenda (RegInfo.gov):** Published semiannually; lists all planned or pending federal rules, their stage (proposed, final, long-term), and expected release dates. Watch for the fall edition between October and December and the spring edition between April and June.
 - b. **Regulations.gov:** Search by agency (e.g., CMS, HHS), set up email alerts, and track open proposed rules. Each docket lists deadlines and allows you to file comments directly.

Specifically, we recommend that Frederick watch for CMS entries about implementing the new federal work-reporting rules under H.R.1 and provide comments that advocate for waivers to delay implementation, broad definitions of “work,” limiting compliance checks, easing reporting burdens, extending grace periods, protecting provider payments, and avoiding shortcuts like interim final rules that cut out local voices from the rulemaking process (see the preliminary chart of policy actions to match these federal rulemaking recommendations with state implementation recommendations). Frederick can use comment submissions to highlight local data (such as the 2,100 city residents projected to lose Medicaid coverage) and the financial strain on Frederick Health Hospital and the Community Health Center. Submitting comments jointly with the PACT Task Force and partners from Maryland Department of Health, MACo, MML, Frederick Health, and nonprofits, and coordinating with Maryland’s congressional delegation will maximize impact and reinforce Frederick’s role as a leading voice in shaping policy implementation.

3. **Meet with Federal Representatives:** S² is ready to help set up meetings with your federal representatives and/or prepare talking points and materials for visits from your Members of Congress and their staff. We recommend that you send them the Call of Action you have developed and continue to keep them in the loop on PACT Task Force developments. The City should also ensure they are aware that the Mayor is a ready ally and spokesperson on these issues. This could lead to events, press conferences, and other opportunities to speak publicly alongside federal representatives. Your Members of Congress can also send letters to CMS urging the agency to issue guidance that ensures non-Critical Access

Hospitals (CAH) but rural-serving hospitals (like Frederick Health) are eligible for OBBBA's \$50 billion Rural Health Transformation funds, while also urging state officials to include Frederick in the plan.

Influencing State Policy and Discourse: The H.R. 1 “OBBBA” gives States responsibility to set regulations and procedures that can have an impact on the City of Frederick, its residents, Community Health Center, and Frederick Health Hospital. The City and the PACT Task Force can also influence the State’s budget process through executive branch and legislative advocacy:

1. **Urge State Officials to Reduce Burdens of “Demonstrating” Work Requirements:** “OBBBA” law includes language requiring Medicaid recipients to not only **meet** work requirements but also **demonstrate** that they meet them. The requirements are onerous, but can be somewhat mitigated by State policy. The City of Frederick and PACT Task Force may advocate with the Maryland Department of Health and other State officials to take the following actions (summarized from Colleen Maiman’s memo):
 - a. Delay implementation of the work requirements by applying for a waiver from the Centers for Medicaid and Medicare to implement in January 2029 rather than January 2027.
 - b. Maximize the ways people can meet the work requirements by broadly defining eligible educational programs, community service, work programs and job seeking.
 - c. Minimize paperwork requirements in frequency, substance, allowing self-attestation, simplified processes, and multiple ways to deliver documentation. Extend the timeframe and maximize the remedies for addressing non-compliance.
 - d. Allow individuals experiencing homelessness to use the address of the homeless service provider on their Medicaid application/file.
 - e. For people meeting exceptions in the law (people with disabilities, young children).

2. **Engage State Leaders to Direct OBBBA Rural Health Transformation Funding to Frederick Health Hospital:** OBBBA includes \$50 billion in funding to offset the impacts of Medicaid reductions on rural hospitals. The State of Maryland must apply for a portion of the funds, and a portion is allocated according to the rural population and the needs of rural hospitals. The law does not require the states to send all of the funds to rural providers – the funds can be used on other state-wide priorities such as training, technical assistance, recruitment of healthcare professionals, technology, etc. Frederick has an opportunity to influence the content of the State’s “Rural Health Transformation Plan” and ensure Frederick Health Hospital is included in this funding despite not being designated as a Critical Access Hospital by CMS. Frederick should consider briefing Frederick’s state delegation, requesting representation on any advisory groups or stakeholder consultations for the Rural Health Transformation Plan, ensuring MDH provides a public comment window on the draft plan, and testifying during Maryland General Assembly hearings (if legislative approval is required) to share what services would be lost if Frederick Health does not receive support.

3. **Coordinate with State Agencies to Improve State Services for the Uninsured:** Frederick and its partners can urge state agencies to strengthen the Maryland Health Benefits Exchange, local navigators, information and referral services, hotlines and emergency services (911, 988, 211, etc.), mobile services, and other state health infrastructure to help people keep coverage and get services if they lose coverage.
4. **Advocate in the State Budget Process for FY2027:** Frederick can testify during the FY2027 budget process to advocate for state investments that:
 - a. Provide supports for programs that assist individuals in achieving or maintaining eligibility for Medicaid (and SNAP), including volunteer service programs, job training and educational programs;
 - b. Increase funding for the Community Health Center, food assistance and other services for uninsured and undocumented individuals;
 - c. Ensure adequate state revenues to address increased costs associated with federal cuts.

We look forward to talking further with you about your progress and priorities and how S² can support your efforts.

Please contact Ashley Badesch at Ashley.Badesch@strategiesdc.com, 303-981-4477, or Heather Iliff at Heather.Iliff@strategiesdc.com, 301-537-9519, with any questions.

Policy Lever	Federal Action (CMS/HHS/USDA/HUD)	State Action (Maryland)	Frederick's Role	Timing (next steps)
Medicaid work requirements (OBBBA)	Comment on CMS rule(s) defining: waiver/phase-in timelines; what counts as “work” (education, caregiving, volunteering, job search); verification & paperwork standards (self-attestation, ex parte checks, multi-channel reporting); exemptions (disability, caregivers, young children); seasonal worker protections (12-month averaging); hardship exceptions (disaster, complex care travel); limits on contractor use/oversight	Urge MDH to delay to 2029; adopt broad “work” definitions; minimize paperwork; set long, durable exemptions; accept provider addresses for people experiencing homelessness	File City/PACT comments with local data and stories; coordinate joint comments with MDH, MACo, MML, Frederick Health; ask MD delegation to submit letters; speak at CMS listening sessions	Fall 2025: watch Federal Unified Agenda; 2026: expected CMS Notice of Proposed Rulemaking (NPRM)/Interim Final Rule (IFR); submit comments within 60 days
Rural Health Transformation funds (OBBBA)	Ask CMS to set inclusive eligibility, transparent state-plan criteria, public comment, and reporting so non-CAH hospitals serving rural patients (e.g., Frederick Health) are eligible	Press state to include Frederick Health in the Rural Health Transformation Plan and allocate a fair share	Partner with Frederick Health to quantify need; submit comments; convene coalition support	2026: CMS/state plan parameters; 2026–27: Maryland plan development & awards
Coverage continuity / admin flexibility	Urge CMS to limit compliance checks (e.g., at redeterminations), require multi-channel notices, and set minimum grace periods before termination	Implement streamlined processes; invest in navigators and data-matching to reduce churn	Track local impacts; provide evidence on churn and ER use; request state adoption	Align with CMS rulemaking window; MD 2026 session for funding/process changes
Medicaid financing impacts	Request CMS flexibility where permitted (e.g., alternatives if state-directed payments/provider taxes are constrained)	Backfill with state appropriations; protect safety-net rates; Fund local supports for individuals to maintain eligibility	Provide fiscal impact from Frederick Health/CHC; advocate in Annapolis; Coordinate with nonprofits helping individuals impacted	MD FY2027 budget build (late 2025–early 2026)
SNAP (related burden under OBBBA)	Comment on USDA rules to streamline reporting, protect older adults/unhoused, and align timelines with Medicaid to cut churn	Simplify state recertifications; expand outreach & caseworker capacity	Coordinate with food providers; submit joint comments; share local churn data	USDA cycles 2025–26; MD FY2027 implementation

Policy Lever	Federal Action (CMS/HHS/USDA/HUD)	State Action (Maryland)	Frederick's Role	Timing (next steps)
Housing (if HUD converts to state-run models)	Comment on HUD rules for allocation formulas, tenant protections, and coordination with Medicaid/SNAP	Work with DHCD on formula choices that protect Frederick households	Submit data on rent burden/waitlists; ask for local set-asides	HUD rule windows 2025–26; MD 2026–27 rollout
Transparency & public input	Ask CMS/USDA/HUD to require states to publish draft implementation plans with public comment and to avoid interim-final shortcuts where feasible	Commit to public hearings and clear reporting on impacts	Host/localize hearings; submit consolidated community input	Tie to each agency's rule; MD 2026 commitments

References

S² has reviewed/utilized the following sources:

- City of Frederick's "Frederick Safety Net: A Comprehensive Overview of Medicaid and Social Support Systems" and other internal documents provided to S² the City
- July 18, 2025 memo from Colleen Maiman, National Policy Advisor to Primary Care Associations
- [August 11 presentation](#) from Center on Budget and Policy Priorities to the U.S. Conference of Mayors
- Maryland Medicaid Administration's "[Impact of Potential Medicaid Proposals to Maryland Medicaid, May 2025](#),"
- [Frederick County's 2025 Community Health Needs Assessment](#)
- [Maryland SNAP Households, 2023](#) published by University of Maryland School of Social Work.
- S² met with Colleen Maiman on August 15, 2025 to discuss local and state-level responses.
- [April 2025 Medicaid & CHIP Enrollment Data Highlights](#)

Attachment 3: Evaluation Rubric

Scoring Proposals for Federal and State Legislative Advocacy Services		Proposer: _____ Scorer: _____ Date: _____					
	Criteria	Points Possible					Enter Points Awarded
1	Qualifications, Experience, Resources, and Availability of Consultant	30	<p>Assign 0-6 points (insufficient) if:</p> <ul style="list-style-type: none"> -Proposer demonstrates limited or unclear legislative advocacy experience. -Minimal or no documented experience representing municipal governments. -Team structure is undefined or lacks key personnel. -Limited availability, unclear staffing commitment, or overextended client load. -Insufficient evidence of capacity to deliver sustained state and/or federal advocacy 	<p>Assign 7-15 points (basic) if:</p> <ul style="list-style-type: none"> -Proposer demonstrates some relevant advocacy experience, but portfolio is limited in scale, complexity, or municipal relevance. -Experience may be weighted more heavily toward either state or federal, but not both. -Staffing plan is partially defined but lacks clarity on roles, backup coverage, or depth of bench. -Capacity and availability are adequate but not clearly optimized for East Palo Alto's needs. 	<p>Assign 16-25 points (good) if:</p> <ul style="list-style-type: none"> -Proposer demonstrates strong, relevant experience representing local governments. -Lead Consultant and support team possess appropriate technical expertise and subject-matter knowledge. -Team structure is clearly defined with adequate coverage and availability. -Resources and staffing levels are sufficient to support consistent, high-quality advocacy. 	<p>Assign 26-30 points (exceptional) if:</p> <ul style="list-style-type: none"> -Proposer demonstrates extensive, high-impact legislative advocacy experience for municipal clients at both state and federal levels. -Team includes senior-level strategists, subject-matter specialists, and strong operational support. -Availability is robust, with dedicated staffing, redundancy, and rapid response capacity. -Firm demonstrates exceptional organizational stability, depth of resources, and sustained success over multiple contract cycles. 	_____

2	Understanding of the City's Objectives and Responsiveness to Specific Needs	30	<p>Assign 0-6 points (insufficient) if:</p> <ul style="list-style-type: none"> -Proposal demonstrates little understanding of East Palo Alto's priorities. -Generic legislative services offered with minimal customization. -Fails to reference the City's General Plan, Strategic Priorities Council Plan, Capital Improvement Plan, infrastructure investment goals, or fiscal context. -Advocacy approach is vague or disconnected from the City's stated needs. 	<p>Assign 7-15 points (basic) if:</p> <ul style="list-style-type: none"> -Proposal shows general understanding of municipal advocacy but limited insight into East Palo Alto's unique conditions. -Some customization is present but remains high-level. -Legislative strategy is described but lacks project- or outcome-specific tailoring. -Understanding of the City's infrastructure, fiscal, or equity priorities is incomplete. 	<p>Assign 16-25 points (good) if:</p> <ul style="list-style-type: none"> -Proposal demonstrates clear understanding of East Palo Alto's legislative objectives, including infrastructure, housing, public safety, utilities, and economic development. -Advocacy strategy reflects alignment with the City's General Plan, Strategic Priorities Council Plan, and/or Capital Improvement Plan.. -Proposer identifies realistic pathways for advancing City priorities. -Shows responsiveness to reporting, communication, and Council engagement expectations. 	<p>Assign 26-30 points (exceptional) if:</p> <ul style="list-style-type: none"> -Proposal demonstrates deep, strategic understanding of East Palo Alto's policy, funding, and political landscape. -Advocacy approach is highly customized, outcome-driven, and tightly aligned with the City's priorities. -Proposer clearly articulates how legislative efforts will be coordinated with City staff and Council. -Strategy demonstrates both near-term wins and long-term positioning for sustained funding and policy success. 	—
3	Familiarity with State and Federal Legislative Processes, Policy Expertise, and Access	30	<p>Assign 0-6 points (insufficient) if:</p> <ul style="list-style-type: none"> -Limited or unclear understanding of legislative processes. -No meaningful evidence of access to legislators, staff, or agencies. -Policy expertise is poorly documented or not relevant to municipal governance. -Grant, appropriations, and regulatory experience is minimal or absent. 	<p>Assign 7-15 points (basic) if:</p> <ul style="list-style-type: none"> -General familiarity with state or federal processes, but depth is limited. -Some relationships are identified but lack strength, proximity, or leveraging strategy. -Policy expertise is present but not clearly connected to East Palo Alto's priority areas. -Funding advocacy experience is modest or indirect. 	<p>Assign 16-25 points (good) if:</p> <ul style="list-style-type: none"> -Demonstrates strong understanding of bill development, committee processes, appropriations, and rulemaking. -Provides evidence of working relationships with legislators, legislative staff, and executive agencies. -Policy expertise aligns with municipal issues such as infrastructure, environment, and public safety. -Shows proven experience identifying and supporting funding and grant opportunities 	<p>Assign 26-30 points (exceptional) if:</p> <ul style="list-style-type: none"> -Demonstrates exceptional mastery of state and federal legislative systems. -Provides strong, verifiable access to key committee chairs, agency leadership, and senior legislative staff. -Deep policy expertise across multiple municipal domains. -Proven track record of securing significant appropriations, grants, or legislative victories for municipal clients. -Relationships are clearly leveraged into measurable outcomes. 	—

4	Reasonableness of Fees and Cost Proposal (Not Determinative)	10	<p>Assign 0–2 points (insufficient) if:</p> <ul style="list-style-type: none"> -Cost proposal is unclear, incomplete, or inconsistent. -Fee structure does not align with scope of work. -Significant risk of cost overruns or hidden charges. 	<p>Assign 3–5 points (basic) if:</p> <ul style="list-style-type: none"> -Cost proposal is understandable but lacks full transparency or justification. -Pricing is somewhat competitive but not clearly optimized for value. -Limited explanation of task-level costs. 	<p>Assign 6–8 points (good) if:</p> <ul style="list-style-type: none"> -Cost proposal is clear, structured, and aligned with scope. -Fees are competitive and reasonable for services proposed. -Includes transparent task-level pricing and defined rates. 	<p>Assign 9–10 points (exceptional) if:</p> <ul style="list-style-type: none"> -Cost proposal is highly transparent, detailed, and strategically aligned with deliverables. -Pricing demonstrates strong value for the City. -Clear cost controls, predictable budgeting, and efficient use of resources are evident. -Firm shows flexibility and commitment to maximizing return on investment. 	—
		100				TOTAL POINTS EARNED:	



EAST PALO ALTO CITY COUNCIL STAFF REPORT

DATE: January 20, 2026
TO: Honorable Mayor and Members of the City Council
VIA: Melvin E. Gaines, City Manager
BY: James Colin, City Clerk
SUBJECT: Ola Mae Anderson Augmon Proclamation

Recommendation

Present the proclamation for Ola Mae Anderson Augmon

Attachments

1. Proclamation

PROCLAMATION OF THE CITY COUNCIL OF THE CITY OF EAST PALO ALTO HONORING THE LIFE AND LEGACY OF OLA MAE ANDERSON AUGMON

WHEREAS, Ola Mae Anderson Augmon was born on August 20, 1935, and grew up in Laneville, Texas, where she graduated from Laneville High School and was instilled with a strong faith, a commitment to prayer, and a belief in seeking guidance and strength from God in all aspects of life; and

WHEREAS, Ola Mae Anderson Augmon came to East Palo Alto in 1960 with her late husband, George Augmon, became permanent residents in 1962, and together raised their family while establishing deep and lasting roots in the community; and

WHEREAS, in September 2006, Ola Mae Anderson Augmon was appointed to the East Palo Alto Senior Advisory Committee, where she faithfully served for 19 years and provided steady, principled leadership, including serving as Chairwoman and Parliamentarian; and

WHEREAS, throughout her tenure, Ola Mae Anderson Augmon was a steadfast advocate for senior residents, working to ensure they were well informed of their rights and treated with dignity, respect, and compassion; and

WHEREAS, she actively promoted open and constructive communication between the Senior Advisory Committee and the City Council, strengthening civic engagement and ensuring that the voices of seniors were heard in City decision-making; and

WHEREAS, Ola Mae Anderson Augmon championed educational, recreational, and enrichment opportunities for seniors and worked to bridge generational divides through collaboration with organizations such as Youth United for Community Action (YUCA); and

WHEREAS, Ola Mae Anderson Augmon passed away on December 13, 2025, leaving behind a legacy of service, faith, leadership, and unwavering commitment to the well-being of the East Palo Alto community;

NOW, THEREFORE, BE IT PROCLAIMED, that the City Council of the City of East Palo Alto hereby honors and celebrates the life of Ola Mae Anderson Augmon, expresses its deepest gratitude for her 19 years of dedicated volunteer service, and extends its heartfelt condolences to her family, friends, and all those whose lives were enriched by her example and service.

BE IT FURTHER PROCLAIMED, that the City of East Palo Alto recognizes Ola Mae Anderson Augmon as a cherished community leader whose legacy will continue to inspire service, unity, and respect for generations to come.



Dated: January 2, 2026

Webster Lincoln

Webster Lincoln, Mayor



EAST PALO ALTO CITY COUNCIL STAFF REPORT

DATE: January 20, 2026
TO: Honorable Mayor and Members of the City Council
VIA: Melvin E. Gaines, City Manager
BY: James Colin, City Clerk
SUBJECT: Johnnie Melvin Vickers Proclamation

Recommendation

Present the proclamation for Johnnie Melvin Vickers.

Attachments

1. Proclamation

PROCLAMATION OF THE CITY OF EAST PALO ALTO HONORING THE LIFE, SERVICE AND ENDURING LEGACY OF MR. JOHNNIE MELVIN VICKERS

WHEREAS, Johnnie Melvin Vickers moved to East Palo Alto, California in 1956 and, for decades thereafter, devoted his life to the service of the community, with a particular focus on uplifting youth, strengthening public education, and advancing civic progress; and

WHEREAS, Johnnie Vickers served with distinction as Supervisor of Buildings and Grounds for the Ravenswood School District, where his leadership extended well beyond facilities management to include mentorship, workforce development, and youth empowerment through programs such as the Ravenswood Summer Youth Work Program, which provided generations of East Palo Alto youth with employment, life skills, and a strong work ethic; and

WHEREAS, for more than twenty years, Johnnie Vickers was a pillar of youth athletics, coaching and managing baseball programs throughout the Ravenswood School District and Menlo Park, ensuring that young people from East Palo Alto had opportunities to compete, grow, and excel both on and off the field; and

WHEREAS, his distinguished coaching legacy includes leading the 1971 Ravenswood District 52 Championship team; coaching in Menlo Park Babe Ruth programs with strong participation from East Palo Alto youth; managing the 1976 Menlo Park Babe Ruth All-Star Team to the Central California Championship and the California State Championship, and to participation in the Western Regional Tournament; and

WHEREAS, in recognition of that historic achievement, the City of Menlo Park honored the 1976 All-Star Team by declaring August 6 a City Holiday, reflecting the lasting regional significance of Johnnie Vickers' leadership and mentorship; and

WHEREAS, Johnnie Vickers also managed teams in the Ravenswood Joe DiMaggio League, guiding youth teams to league championships and state tournament appearances, while modeling discipline, integrity, and sportsmanship; and

WHEREAS, beyond education and athletics, Johnnie Vickers played an instrumental role in the incorporation of the City of East Palo Alto, working alongside community leaders including Pete Evans, Margaret Yarborough, and a dedicated group of East Palo Alto youth to achieve the community's long-standing goal of cityhood and self-determination; and

WHEREAS, Johnnie Melvin Vickers is remembered as a mentor, coach, civic leader, and advocate whose life was defined by service, integrity, and an unwavering commitment to the youth and families of East Palo Alto, and whose legacy continues to live on through the countless lives he touched and the city he helped build;

NOW, THEREFORE, BE IT PROCLAIMED that the City Council of the City of East Palo Alto does hereby honor and recognize the life, service, and enduring legacy of Johnnie Melvin Vickers, and extends its deepest condolences to his family, friends, former students, athletes, and all who were inspired by his remarkable life, following his passing on December 27, 2025. The City of East Palo Alto expresses its profound gratitude for Johnnie Vickers' decades of service and affirms that his contributions will be remembered as a foundational part of the City's history and spirit.

Dated: January 8, 2026



Webster Lincoln

Webster Lincoln, Mayor



EAST PALO ALTO CITY COUNCIL STAFF REPORT

DATE: January 20, 2026
TO: Honorable Mayor and Members of the City Council
VIA: Melvin E. Gaines, City Manager
BY: James Colin, City Clerk
SUBJECT: City Council Meeting Minutes

Recommendation

Adopt January 6, 2026, minutes.

Attachments

1. January 6, 2026, Minutes



EAST PALO ALTO CITY COUNCIL REGULAR SESSION MINUTES

Tuesday, January 6, 2025, 6:00 PM
EPA Government Center
2415 University Avenue, First Floor
East Palo Alto, CA 94303

1. CALL TO ORDER AND ROLL CALL

The City Council meeting was called to order by Mayor Lincoln at 6:00 PM.

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	

2. APPROVAL OF THE AGENDA

A motion to approve the agenda was made by Councilmember Dinan, seconded by Councilmember Barragan, and passed unanimously.

3. APPROVAL OF CONSENT CALENDAR

Councilmember Dinan requested to pull Item 3.2 Palo Alto Park Mutual Water Company Proclamation and Item 3.3 Speed Hump Criteria Update for separate consideration.

A motion to approve the remaining consent calendar was made by Vice Mayor Abrica, seconded by Councilmember Barragan, and passed.

3.1 **Proclamation of the City of East Palo Alto Commemorating the Contributions of the Reverend Dr. Martin Luther King, Jr., in the Fight for Equality.**

3.2 **Palo Alto Park Mutual Water Company Proclamation**

Councilmember Romero raised concerns regarding the proclamation and requested the item be tabled. The request did not receive a second.

Mayor Lincoln read the proclamation recognizing the Palo Alto Park Mutual Water Company on its 101st anniversary. Fidel Alas, President of the Palo Alto Park Mutual Water Company, accepted the proclamation and addressed the Council.

Public Comment: Leland Francois.

Motion: Councilmember Dinan moved to approve the proclamation; Councilmember Barragan seconded.

Vote: Motion carried 4-1, with Councilmember Romero voting no.

3.3 Speed Hump Criteria Update

Councilmember Dinan pulled the item for discussion and highlighted the update as a community safety benefit. Public Works Director Humza Javed provided an overview of the evaluation process and implementation timeline. Vice Mayor Abrica commented on the item.

Public Comment: Michael Francois.

Motion: Councilmember Dinan moved to approve the Speed Hump Criteria Update; Vice Mayor Abrica seconded.

Vote: Motion carried unanimously.

3.4 Minutes of the December 16, 2025 Meeting

4. CLOSED SESSION

5. PUBLIC COMMENT

The following speakers provided public comments: Michael Francois; Gail Dixon.

6. ADJOURN CITY COUNCIL REGULAR MEETING TO THE EAST PALO ALTO SANITARY DISTRICT BOARD MEETING

7. EPASD BOARD MEETING POLICY AND ACTION

7.1 Accept EPASD Annual Financial Report for Fiscal Year 2024-25

Finance Director and District Treasurer Tomo Oku presented the annual financial audit for the East Palo Alto Sanitary District. Ahmad Garaibeh of Eide Bailly LLP presented the audit results, reporting an unmodified (clean) audit opinion with no internal control deficiencies. Board Member Romero asked questions regarding OPEB obligations, which staff addressed.

Public Comment: Gail Dixon.

Motion: Vice Mayor Abrica moved to adopt the resolution accepting the EPASD Annual Financial Report for Fiscal Year 2024–25 and directing staff to file it with the State Controller’s Office; Board Member Dinan seconded.

Vote: Motion carried unanimously.

8. ADJOURN EAST PALO ALTO SANITARY DISTRICT BOARD MEETING AND RECONVENE CITY COUNCIL REGULAR MEETING

9. INFORMATIONAL REPORTS

10. SPECIAL PRESENTATIONS

11. PUBLIC HEARINGS

12. POLICY AND ACTION

12.1 Accept Annual Financial Reports for Fiscal Year 2024-25

Finance Director Tomo Oku presented the City's financial statements and audit results for Fiscal Year 2024–25. Ahmad Garaibeh of Eide Bailly LLP reported unmodified (clean) audit opinions with no significant deficiencies or noncompliance. Mayor Lincoln asked questions regarding Measure HH, which staff addressed.

Public Comment: Gail Dixon.

Motion: Vice Mayor Abrica moved to adopt the resolution accepting the Annual Financial Reports for Fiscal Year 2024–25 and directing staff to file them with the State Controller's Office; Councilmember Romero seconded.

Vote: Motion carried unanimously.

12.2 Youth Engagement Program Development

Community Services Manager Maurice Baker, along with project partners Creative Hustle, Swordhouse, and the Youth Leadership Institute, presented an informational report on proposed youth civic engagement bodies in East Palo Alto. Council received the report and provided direction and feedback.

Public Comment: Youth speakers; Larry Moody.

Action: No formal action taken.

12.3 Adoption of the Economic Development Strategic Plan (EDSP)

City Council considered and approved the Economic Development Strategic Plan for the City of East Palo Alto. Assistant to the City Manager, Denise Garcia, outlined next steps, including development of a Five-Year Implementation Plan.

Motion: Councilmember Dinan moved to adopt the final draft Economic Development Strategic Plan prepared by HR&A Advisors and Kearns & West; Councilmember Barragan seconded.

Vote: Motion carried unanimously.

13. COUNCIL REPORTS

No council reports were presented.

14. ADJOURNMENT

The meeting was adjourned at 10:09 PM.



EAST PALO ALTO CITY COUNCIL STAFF REPORT

DATE: January 20, 2026
TO: Honorable Mayor and Members of the City Council
VIA: Melvin E. Gaines, City Manager
BY: James Colin, City Clerk
SUBJECT: Mayoral Committee Appointments and Assignments

Recommendation

By motion, update or confirm existing appointments and assignment list to regional boards, committees, and commissions, and direct staff to file a revised appointments and assignments list with affected agencies.

Alignment with City Council Strategic Plan

This recommendation is primarily aligned with:

Priority: Ensure Our Financial and Organizational Health

Background

Individual members of the City Council represent the City of East Palo Alto on various local and regional boards, committees, and commissions. The existing appointment and assignment list needs to be updated to reflect Council changes and filed with affected agencies for notification purposes. The existing appointment and assignment list is attached as Attachment 1.

Analysis

The process of appointing representatives to boards, committees, and commissions in the City involves collaboration between the Mayor, Vice Mayor, and the City Council. Traditionally, the Mayor and Vice Mayor play a pivotal role in selecting individuals to serve on these bodies, taking into consideration their expertise, qualifications, and commitment to community service.

CONSENT ITEM 3.7

Once these selections are made, the City Council then reviews and approves the appointments. Councilmembers can also decide to make changes to these appointments. This year, the Mayor is presenting the committee appointments and assignments update earlier than in prior years.

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.

Analysis of Levine Act Compliance: Not applicable.

Attachments

1. List of Proposed East Palo Alto Committee Assignments.

Regional Agencies	Council Representative	Council Alternate	Meeting Time	Location	Policy Area
City Council Committee Assignments					
Association of Bay Area Governments (ABAG) Meetings & Events Association of Bay Area Governments (ca.gov)	Lincoln	Dinan	Times vary	375 Beale Street Suite 700 San Francisco	Housing
Bay Area Water Supply and Conservation Agency (BAWSCA) Meeting Agendas (bawsca.org)	Lincoln	Abrica	6:30 – 8:45 PM Every 3rd Thursday of the Month	Burlingame Community Center – Sequoia Room 850 Burlingame Ave. Burlingame	Water
City and County Association of Governments (CCAG) Board of Directors C/CAG	Barragan	Lincoln	6:30 – 9:00 PM Every 2nd Thursday of the Month	San Mateo County Transit District Office, 1250 San Carlos Ave, 2nd Fl. Auditorium, San Carlos, CA	Transportation, Stormwater Runoff, Hazardous Waste, Solid Waste and Recycling, Air Quality, Land Use Near Airports...
Commute.org (Peninsula CleanEnergy JPA) About - Commute	Dinan	Abrica	Every Third Thursday of Every other month	Virtual	Transportation
Joint Recycled Water Policy Committee	Abrica	Barragan	TBD	Santa Clara Valley Water District Headquarters Boardroom, 5700 Almaden Expressway, San Jose CA 95118.	Water
Peninsula Clean Energy JPA Board of Directors - Peninsula Clean Energy	Dinan	Barragan	2075 Woodside Road Redwood City	Every fourth Thursday of every month (except September, November, and December) at 6:30 p.m.	Energy
Re-Think Waste Meetings – RethinkWaste	Lincoln	Dinan	2:00 PM Every 4th Thursday of the Month	RethinkWaste Administrative Office 1245 San Carlos Ave Suite E San Carlos, CA 94070	Waste Management
San Francisquito Creek JPA Santa Clara Valley Water District - Board Meetings (legistar.com)	Dinan	Abrica	Every 4th Thursday of the month at 3:30 p.m. (except in November & December which are on the 3rd Thursday due to holidays).	City of Menlo Park Council Chambers 751 Laurel Street Menlo Park, CA 94025	Creek/Water

San Mateo County Libraries JPA JPA Governing Board San Mateo County Libraries (smcl.org)	Abrica	Barragan	Times and dates vary	125 Lessingia Court, San Mateo	Library
SFO Airport/Community Roundtable Meetings – SFO Airport/Community Roundtable (sforoundtable.org)	Abrica	Barragan	1 st Wednesday of every even month	(Hybrid) David Chetcuti Community Room – Millbrae City Hall 450 Poplar Avenue – Millbrae, CA 94030	SFO Airport
San Mateo County Office of Emergency Services Department of Emergency Management	Barragan	Dinan	5:30 PM – 7:00 PM	Virtual	Emergency Services
San Mateo County Mosquito and Vector Control Board Meetings - San Mateo County Mosquito and Vector Control District (smcmvcd.org) Board Meetings - San Mateo County Mosquito and Vector Control District (smcmvcd.org)	Donna Rutherford (Representative not required to be on Council)	N/A	Times and dates vary	1351 Rollins Road, Burlingame CA 94010	



EAST PALO ALTO SANITARY DISTRICT STAFF REPORT

DATE: January 20, 2026
TO: East Palo Alto Sanitary District Board Members
VIA: Melvin E. Gaines, General Manager
BY: Matt Vining, Utility Manager
SUBJECT: **Parking Restrictions Signage at the EPASD facility, 901 Weeks Street**

Recommendation

The EPASD Board adopt a Resolution allowing signage to be erected restricting parking at the East Palo Alto Sanitary District facility located at 901 Weeks Street.

Alignment with EPASD Board Strategic Plan

This recommendation is primarily aligned with:

Priority: Civic Engagement

Priority: Public Infrastructure and Utilities

Background

The EPASD facility is located at 901 Weeks Street. The facility includes both EPASD staff offices as well as tenant offices, which are rented out. The parking lot at the facility only includes four parking stalls.

There is a history of EPASD neighbors parking in EPASD stalls after hours and on weekends. There have been recent incidents wherein neighbors are parking in the stalls during EPASD and tenant business hours, including non-disabled persons' vehicles parking in the wheelchair access designated stall. This not only creates an inconvenience to EPASD customers but also creates parking issues when the EPASD tenant has scheduled weekend events. See image below.



In order to address this issue, staff is recommending erecting signage restricting parking at the facility parking lot during the hours of 7pm to 7am, making it available to authorized vehicles only.

Analysis

There are only four parking stalls at the front of EPASD facility, located at 901 Weeks Street. Among the four stalls, one is California state-required wheelchair accessible. The four stalls are mostly used by the EPASD customers, tenant staff and their patrons. When neighbors park in these stalls, there are often no remaining stalls left for the customers, tenants, and their patrons. The wheelchair accessible stall is regularly used by one of the tenant employees, and if an unauthorized vehicle is parked in this stall, the tenant employee is unable to safely access the facility. Furthermore, due to the small size of the parking lot, any unauthorized vehicle causes issues, as there is no parking available for tenants and their patrons.

In order to address the parking issues at this facility, staff is recommending the installation of NO PARKING and TOW AWAY signage at the parking lot. This will not only prohibit unauthorized vehicles from parking but will also allow the EPA Police Department or its vendor to issue citations and tow if necessary. Enforcement of the notice of no parking and tow-away zones should discourage neighbors from utilizing the parking lot as their own personal parking spaces.

Signage will be installed to prevent parking from 7pm to 7am daily., 7 days a week. Once the

EPASD Board adopts a Resolution approving the parking restriction, City maintenance staff will erect signage within six weeks. The EPASD Police Department or its parking enforcement vendor will be able to enforce the signage once it is erected.

Fiscal Impact

There is a cost of approximately \$1,000 to install the signage, which is available in EPASD's general budget for building maintenance costs.

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.

Analysis of Levine Act Compliance: Not applicable

Attachments

1. Resolution

RESOLUTION NO. XX – 2026

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE EAST PALO ALTO SANITARY DISTRICT

AUTHORIZING THE INSTALLATION OF SIGNAGE RESTRICTING PARKING AT THE EAST PALO ALTO SANITARY DISTRICT, LOCATED AT 901 WEEKS ST

WHEREAS, staff received requests to restrict parking in designated areas due to safety and operational concerns; and

WHEREAS, staff has determined that restricting overnight parking is necessary to maintain adequate access for maintenance activities, improve site safety, and prevent unauthorized vehicle storage on or adjacent to District property; and

WHEREAS, the City of East Palo Alto’s Police Department cannot enforce parking unless appropriate signage is erected in accordance with a City Council Resolution restricting parking; and

WHEREAS, pursuant to Vehicle Code Section 22507, the parking of any type of vehicle on certain streets or highways may be prohibited or restricted by a general law city, during all or certain hours of a day, where signs or markings giving adequate notice of such regulations have been placed.

NOW, THEREFORE, BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF THE EAST PALO ALTO SANITARY DISTRICT HEREBY authorizes the installation of signage restricting parking at the EPASD facility, 901 Weeks Street during the hours of 7pm to 7am daily.

PASSED AND ADOPTED this 20th day of January 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



CITY OF EAST PALO ALTO

Mayor & City Council

MAYOR
Webster Lincoln

VICE MAYOR
Ruben Abrica

COUNCIL
Martha Barragan, Mark Dinan, Carlos Romero

Palo Alto Park Mutual Water Company
2190 Addison Avenue
East Palo Alto, CA 94303-1433

December 20, 2025

RE: 101st Anniversary of Service

Dear Members, Board of Directors, Management, and Community of the Palo Alto Park Mutual Water Company:

As Mayor of East Palo Alto, I am pleased to extend my formal acknowledgment to the Palo Alto Park Mutual Water Company on the occasion of its 101st anniversary of service to the community.

Founded in 1924, the Palo Alto Park Mutual Water Company has provided continuous and essential water service for more than a century. Its long-standing presence reflects a tradition of local governance, operational stewardship, and a sustained commitment to protecting public health through the delivery of safe and reliable drinking water.

Throughout its history, the Company has served generations of residents while navigating evolving regulatory, operational, and infrastructure demands. This milestone stands as a testament to the dedication and service of its members, directors, management, operators, and staff—past and present—whose collective efforts have ensured the continuity and integrity of this essential service.

The Palo Alto Park Mutual Water Company's 101 years of operation represent a significant achievement in community-based service. I commend the organization for its perseverance and its ongoing efforts to responsibly manage and maintain critical water infrastructure for current and future generations.

Please accept my congratulations on this notable anniversary and my best wishes for the continued success of the Palo Alto Park Mutual Water Company.

Respectfully,

Webster Lincoln
Mayor, City of East Palo Alto