



EAST PALO ALTO PUBLIC WORKS AND TRANSPORTATION COMMISSION PUBLIC WORKS REGULAR SESSION AGENDA

Wednesday, October 21, 2026, 6:00 PM
East Palo Alto City Hall
2415 University Ave. First Floor
East Palo Alto, CA 94303

NOTICE

This Public Works and Transportation meeting on October 21, 2026, at 6:00 PM, will be held virtually and in-person at the Council Chambers located at 2415 University Avenue, First Floor, East Palo Alto, CA 94303. The virtual portion of this 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 Public Works and Transportation Commission Regular meeting via Zoom meeting or by attending in-person at the Council Chambers at 2415 University Avenue, First Floor, East Palo Alto, CA 94303. Members of the public may provide comments sending an e-mail to engineering@cityofepa.org, submitting a speaker card at the meeting, or using the **RAISE HAND** feature when the Chair or Public Works Commission Clerk calls for public comment.

Please click this URL to join

<https://us06web.zoom.us/j/89131626166>

Or join by phone:

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

US: +1 669 900 6833 or

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+ 1 301 715 8592

Webinar ID: 891 3162 6166

International numbers available: <https://us06web.zoom.us/j/89131626166>

1. **CALL TO ORDER AND ROLL CALL**

2. **APPROVAL OF THE AGENDA**

3. **APPROVAL OF THE MINUTES**

3.1 **Public Works and Transportation Commission Minutes of July 15, 2026**

Recommendation: Recommend that the Public Works and Transportation Commission approve the Minutes of July 15, 2026, as presented in the package as accurate reflection of the meetings.

4. **PUBLIC COMMENT**

5. **SPECIAL PRESENTATIONS**

5.1

Daylighting Update

Recommendation: Receive an update regarding the City's implementation of California's daylighting requirements pursuant to Assembly Bill 413 and California Vehicle Code Section 22500(n).

5.2 **SS4A Grant Application & 2026 Safe Routes to School Project**

Recommendation: Receive an update from staff on the City of East Palo Alto's submittal to the Metropolitan Transportation Commission (MTC) for Safe Streets and Roads for All (SS4A) funding for quick-build safety improvements along Pulgas Avenue and the City of East Palo Alto's 2026 Safe Routes to School quick-build safety improvements for Los Robles-Ronald McNair Academy.

5.3 **Maintenance and Operations Plan Update**

Recommendation: Receive an informational report regarding various performance metrics from the Public Works Maintenance Division.

5.4 **Citywide Sidewalk Infrastructure Assessment Presentation**

Recommendation: Receive an information presentation from Precision Cutting Concrete, Inc. regarding the Citywide Sidewalk Infrastructure Assessment.

5.5 **Informational Update on City Ballot Initiatives**

Recommendation: Receive an informational update from the Assistant City Manager on the City Ballot Initiatives.

6. **STAFF/COMMISSION ORAL REPORTS**

7. **DISCUSSION AND ACTION**

7.1 Public Works & Transportation Commission Draft Work Plan Framework

Recommendation:

1. Receive an informational report from the Public Works and Transportation Commission (PWTC) regarding a PWTC Draft Work Plan Framework.
2. PWTC to provide comments, direction, and consider adoption of the Work Plan, or continue item for further refinement and consideration at the next PWTC meeting.

8. WRITTEN COMMUNICATIONS

8.1 General CIP Project Updates

Recommendation: Receive general project updates and updates on active capital improvement program (CIP) projects from Public Works Engineering staff.

9. FUTURE COMMISSION AGENDA ITEM REQUESTS

9.1 Future PWTC Item Requests

Recommendation: Receive requests for future PWTC agenda items.

10. ADJOURNMENT

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 Public Works Transportation Commission 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 Commission. 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 Public Works Transportation Commission 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 Public Works Transportation Commission 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 Commission at the Public Works Transportation 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: October 16, 2026

ATTEST:

Lenina Tatakamotonga

Public Works Transportation
Commission Clerk

UPCOMING MEETINGS

November 18, 2026	Regular Meeting	6:00 PM
December 16, 2026	Regular Meeting	6:00 PM



COMMITTEE REPORTS 3.1



EAST PALO ALTO PUBLIC WORKS & TRANSPORTATION COMMISSION STAFF REPORT

DATE: October 21, 2026

TO: Public Works & Transportation Commission Members

BY: Lenina M. Tatakamotonga, Administrative Assistant

SUBJECT: Public Works and Transportation Commission Minutes of July 15, 2026

Recommendation

Recommend that the Public Works and Transportation Commission approve the Minutes of July 15, 2026, as presented in the packet as accurate reflection of the meetings.

Background

The Public Works and Transportation Commission to consider adoption of the Minutes of July 15, 2026.

Public Notice

The public was provided notice of this agenda item by posting the Public Works & Transportation Commission agenda on the City's official bulletin board outside City Hall and at Community and Economic Development bulletin board along with making the agenda and report available at the City's website and at the San Mateo County Library located at 2415 University Avenue, East Palo Alto.

Government Code § 84308

Applicability of Levine Act: No, not applicable.

Analysis of Levine Act Compliance: Not applicable.



COMMITTEE REPORTS 3.1

Attachments

1. Draft PWTC Minutes of July 15, 2026.



EAST PALO ALTO PUBLIC WORKS AND TRANSPORTATION COMMISSION PUBLIC WORKS REGULAR SESSION MINUTES

Wednesday, October 21, 2026, 6:00 PM
East Palo Alto City Hall Government Center
2415 University Avenue, First Floor
East Palo Alto, CA 94303

1. CALL TO ORDER AND ROLL CALL

The meeting was called to order by Chair Pulido at 6:05 PM.

Attendee Name	Title	Status	Arrived
Elizabeth Pulido	Chair	Present	
Roderick Sims	Vice Chair	Present	
Marianna Sumina	Commissioner	Present	
Ravneel Chaudhary	Commissioner	Present	
Tonga Victoria	Commissioner	Absent	
Uhila Makoni	Commissioner	Late (Bad Accident)	6:20 PM
Seat Available	Commissioner		
Seat Available	Commissioner		

2. APPROVAL OF THE AGENDA

Commissioner Chaudhary moved to approve the agenda, seconded by Vice Chair Sims. The motion passed.

RESULT: APPROVED [UNANIMOUS]

MOTION BY: Chaudhary

SECOND: Sims

AYES: Sumina, Pulido

NOES:

ABSENT: Makoni, Victoria

3. APPROVAL OF THE MINUTES

Commissioner Sumina moved to approve the minutes, seconded by Commissioner Pulido. The motion passed.

3.1 Public Works and Transportation Commission Minutes of July 15, 2026

Recommendation: Recommend that the Public Works and Transportation Commission approve the Minutes of July 15, 2026, as presented in the packet as accurate reflection of the meetings.

RESULT: APPROVED [UNANIMOUS]

MOTION BY: Pulido

SECOND: Sumina

AYES: Sumina, Pulido

NOES:

ABSENT: Makoni, Victoria

4. **PUBLIC COMMENT** None.

5. **SPECIAL PRESENTATIONS**

5.1 Canopy Informational Presentation

Recommendation: Receive a general informational presentation from Canopy.

Executive Director JP Renaud, Director of Community Forestry Aubrey Knier, Trees of Life Community Forester and Xavi Barreda provided Canopy Information Presentation. Discussion occurred among the Commissioners. City staff addressed questions and provided additional clarification.

Public Comment: None.

5.2 Recology Informational Presentation

Recommendation: Receive a general informational presentation from Recology regarding their responsibilities and service standards.

Community Outreach Manager Monica Devenchenzi and General Manager Recology of San Mateo County Marcus Murt provided Recology Information Presentation. Discussion occurred among the Commissioners. City staff addressed questions and provided additional clarification.

Public Comment: None.

6. **STAFF/COMMISSION ORAL REPORTS**

6.1 General CIP Project Updates

Recommendation: Receive general project updates and updates on active capital improvement program (CIP) projects from Public Works Engineering staff.

Senior Engineer, Batool Zaro provided updates on active capital improvement (CIP) projects. Discussion occurred among the Commissioners. City staff addressed questions and provided additional clarification.

6.2 Public Works & Transportation Commission Draft Work Plan Framework

Recommendation:

1. Receive an informational report regarding a Public Works & Transportation Commission (PWTC) Draft Work Plan
2. PWTC to provide comments, direction, and consider adoption of the Work Plan, or continue item for further refinement and consideration at the next PWTC meeting.
3. PWTC to select topic within this draft Work Plan framework to study, review and discuss at the next PWTC meeting.

Commissioner, Uhila Makoni presented on Public Works & Transportation Commission Draft Work Plan Framework. Discussion occurred among the Commissioners. City staff addressed questions and provided additional clarification.

RESULT: APPROVED

MOTION BY: Chaudhary

SECOND: Pulido

AYES: Pulido, Sims, Makoni

NOES: Sumina

ABSENT: Victoria

7. **DISCUSSION AND ACTION**

None.

8. **WRITTEN COMMUNICATIONS**

None.

9. **FUTURE COMMISSION AGENDA ITEM REQUESTS**

9.1 Future PWTC Item Requests

Recommendation: Receive requests for future PWTC agenda items.

Commissioners requested presentations on the following, City trash bins regarding maintenance and logistics, daylighting law updates and a report on LAZ Parking contract and responsibilities.

10. **ADJOURNMENT**

The meeting was adjourned at 8:12 PM.



EAST PALO ALTO PUBLIC WORKS & TRANSPORTATION COMMISSION STAFF REPORT

DATE: October 21, 2026

TO: Public Works & Transportation Commission Members

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

SUBJECT: Daylighting Update

Recommendation

Receive an update regarding the City's implementation of California's daylighting requirements pursuant to Assembly Bill 413 and California Vehicle Code 22500(n).

Background

Assembly Bill 413 (AB 413), signed into law in October 2023, amended California Vehicle Code Section 22500 to establish statewide pedestrian daylighting requirements at marked and unmarked crosswalks. As of January 1, 2025, vehicles are prohibited from stopping, standing, or parking within twenty (20) feet of the vehicle approach side of a marked or unmarked crosswalk, or within fifteen (15) feet of a crosswalk where a curb extension is present, as shown in Figure 1.



Figure 1: Assembly Bill 413 Parking Restriction

Daylighting improves visibility between motorists and pedestrians approaching a crosswalk. Vehicles parked immediately adjacent to a crosswalk can obstruct sight lines, making it more difficult for motorists to see pedestrians entering the roadway and for pedestrians to see approaching vehicles. Establishing clear areas near crosswalks improves visibility and reduces potential conflicts between roadway users.

In February 2026, staff provided the Public Works & Transportation Commission with an informational update regarding AB 413 and outlined the City's planned tiered approach to implementation. As previously presented, the City's implementation strategy focuses on pedestrian priority networks and intersections identified along the High Injury Network (HIN), as established in the Local Roadway Safety Plan (LRSP), shown in Figure 2 and Figure 3.



Figure 2: LRSP – High Impact Network



Figure 3: LSRP – Priority Intersections and Segments

As part of the City's continued implementation, Engineering staff is conducting field investigations of intersections throughout the City to identify locations requiring daylighting improvements. The initial phase will prioritize intersections along the City's HIN, including locations along Bay Road. Staff will also evaluate other priority locations, including intersections along Pulgas Avenue and Clarke Avenue, with an emphasis on locations with significant pedestrian activity and identified safety concerns.

Engineering staff will evaluate each location based on the requirements of California Vehicle Code Section 22500(n), existing crosswalk configurations, curb extensions, parking conditions, transit stops, existing signs and poles, and other roadway conditions.

Since 2025, the City has implemented daylighting restrictions at several intersections to improve pedestrian visibility and safety. Building on these efforts, Engineering staff is nearing completion of field investigations at various locations within the initial tier of the Daylighting Program. Staff

is also coordinating with the City's contractor for installation of the identified improvements.

The City's existing municode parking regulations requires parking restrictions to be established through appropriate signage. For the Citywide Daylighting effort, Engineering anticipates primarily using regulatory signage installed on existing poles where feasible and new signposts where necessary to provide clear notice of parking restrictions.

Certain locations may require different treatments based on existing conditions or other applicable regulations. Locations adjacent to existing SamTrans bus stops will be reviewed individually to ensure that daylighting improvements are coordinated with existing bus stop restrictions and transit operations. Engineering staff will coordinate with SamTrans and the City's Maintenance Division, as appropriate.

As the City proceeds with installation, staff will also coordinate with the Police Department and the City's parking enforcement contractor to support enforcement of the daylighting requirements.

Next Steps

- Complete various tier 1 installations, anticipated by the end of 2026.
- Coordinate with the Police Department and parking enforcement contractor to support enforcement.
- Continue identifying and evaluating additional locations for inclusion in future phases of the Daylighting Program.

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.

Government Code § 84308

Applicability of Levine Act: No, not applicable.

Analysis of Levine Act Compliance: Not applicable.



EAST PALO ALTO PUBLIC WORKS & TRANSPORTATION COMMISSION STAFF REPORT

DATE: October 21, 2026

TO: Public Works & Transportation Commission Members

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

SUBJECT: Safe Streets and Roads for All (SS4A) Grant Application and
2026 Safe Routes to School (SRTS) Update

Recommendation

Receive an update from staff regarding the City of East Palo Alto's submittal to the Metropolitan Transportation Commission (MTC) for Safe Streets and Roads for All (SS4A) funding for quick-build safety improvements along Pulgas Avenue and the City of East Palo Alto's 2026 Safe Routes to School (SRTS) quick-build safety improvements for the Los Robles-Ronald McNair Academy.

Background

Safe Streets and Roads for All (SS4A) Grant Application

The U.S. Department of Transportation (USDOT) established the Safe Streets and Roads for All (SS4A) Grant Program to provide federal funding to regional, local, and Tribal governments for initiatives aimed at preventing roadway fatalities and serious injuries.

As part of its SS4A grant award, the Metropolitan Transportation Commission (MTC) is identifying potential local agency partners throughout the Bay Area to develop and implement quick-build transportation safety improvements. Quick-build projects provide an opportunity to address identified roadway safety concerns using lower-cost and relatively rapid improvements while evaluating potential longer-term transportation improvements.

On July 1, 2026, the City submitted its SS4A quick-build project application to MTC for consideration. The proposed improvements were generally viewed as consistent with the City's goals of improving safety for students, pedestrians, bicyclists, and other roadway users.

The proposed project focuses on Pulgas Avenue at O'Connor Street, Pulgas Avenue at Sage Street, and Pulgas Avenue at Myrtle Street.

Pulgas Avenue serves an important role within the City's transportation network and functions as an educational corridor connecting schools, residential neighborhoods, and other community destinations. The corridor experiences significant pedestrian and bicycle activity, particularly during school arrival and dismissal periods.

2026 Safe Routes to School Project

The Safe Routes to School (SRTS) Program is a countywide initiative administered by the San Mateo County Office of Education (SMCOE) that supports efforts to improve safety and encourage walking and bicycling for students traveling to and from school. Through the program, school communities and local agencies identify transportation concerns and opportunities for improvements through community engagement, field observations, and evaluation of school travel conditions.

As part of the City's 2026 SRTS efforts, Los Robles-Ronald McNair Academy was selected as a focus area for evaluating potential quick-build safety improvements. City staff, with support from Alta, evaluated conditions along Pulgas Avenue and around the perimeter of the school. The evaluation considered conditions affecting students, pedestrians, bicyclists, and motorists, including pedestrian crossings, vehicle movements, visibility, driver behavior, and access to the school.

Based on the field observations, community input, and identified transportation safety needs, the project team developed a few locations for potential quick-build improvements. The proposed improvements are intended to increase pedestrian and bicyclist visibility, improve crossing conditions, better organize vehicle movements, and provide safer access for students and families traveling to and from the school.

Staff has implemented the 2026 SRTS quick-build safety improvements and is continuing to coordinate the remaining work to finalize the project. Staff will continue to monitor the improvements and evaluate their effectiveness in enhancing pedestrian and bicyclist safety, improving crossing conditions, and providing safer access for students and families traveling to and from the school.

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Government Code § 84308

Applicability of Levine Act: No, not applicable.

Analysis of Levine Act Compliance: Not applicable.



EAST PALO ALTO PUBLIC WORKS & TRANSPORTATION COMMISSION STAFF REPORT

DATE: October 21, 2026

TO: Public Works & Transportation Commission Members

BY: Michael Cortez, Associate Engineer
Batool Zaro, Senior Engineer
Kevin Lewis, Public Works Supervisor

SUBJECT: Maintenance and Operations Plan Update

Recommendation

Receive an update from Public Works staff regarding the Public Works Maintenance Division maintenance and operations plan.

Attachments

- 1. Public Works Maintenance Operations Report March 1st 2026 – October 1st 2026**

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.

Government Code § 84308

Applicability of Levine Act: Not applicable.

Analysis of Levine Act Compliance: Not applicable.

Public Works Maintenance Operations Report

March 1st. Thru- October 1st. 2026

Overview

The Public Works Maintenance Division is responsible for the ongoing maintenance to include repair and operation of the City's essential public infrastructure and facilities. The Public Works Maintenance Department maintains all public roads- "not to be confused with Eng.-CIP"; City sidewalks, parks & trees, open spaces (PA Ranger), landscape medians, municipal buildings and properties, in addition to pedestrian bridge overcrossing (POC) infrastructures.

The Public Works Maintenance Department maintains and services the utilities that they are currently responsible for such as, streetlights, traffic signal and components, traffic thermo-striping, ped crosswalk crossing, irrigation and control systems, (all) of the storm drain system, to include the O'Connor Pump Station and its bio retention basin, which provides reliable flood protection, insuring critical storm infrastructure. In addition to these core responsibilities the Public Works Maintenance Department provides preventative underground utility interruption via its utility locate program.

Public Works Maintenance Department also administratively analyses and oversees maintenance service contracts. Through all these efforts the department strives to proactively provide safe reliable cost-effective services to its East Palo Alto Community at large.

Parks and Landscape Maintenance

Public Work Maintenance Department initiates routine maintenance of all City parks such as; Jack Farrell Park, Joel Davis Park, MLK Park, Bell St Park, and pocket parks such as, Newbridge and Bay Road. This would be in addition to city and public facilities such as, the Police Department, Senior Center and our Reentry Program Facility. Scope of work includes mowing, edging, weed control and abatement, irrigation repair and replacement, litter & graffiti removal, pruning, and playground inspection and replacement.

The objective here is to ensure safe, clean, attractive public spaces for our residence and community at large.

Illegal Dumping/Outdoor Community

Public Works Maintenance Department has focuses on outdoor community encampment and vandalism, maintaining safety for its community on a daily basis. This involves garbage/removal of debris in the excessive range of 5 -to- 6 tones per year, which may also involve hazmat services.

Street, Curb, and Sidewalk Maintenance

The Public Works Maintenance Department is responsible for street repairs; to include potholes, crack-seal, and curb & gutter.

Outside of CIP's, The Public Maintenance Department has *replaced* 1200 square feet of city sidewalk throughout, including the *repairs* of approximately 650 square feet of existing sidewalk.

The department completed a comprehensive citywide sidewalk inventory and condition assessment, identifying damaged sidewalks, trip hazards, and ADA accessibility deficiencies.

The Public Works Maintenance sidewalk inventory serves as the foundation for developing a multi-year improvement program. This ultimately assist the prioritization of future Capital Improvement Program, i.e. Engineering as funding becomes readily available. This is a proactive effort to improve pedestrian safety, accessibility, and long-term infrastructure management.

Street Medians

All street medians and shoulders are maintained by the Public Works Maintenance Department, with the most recent University Ave between Purdue and Kavanaugh. Newer medians will include roundabouts, bio retention swells, and US 101 soundwall areas. Some medians and shoulders are on continuous rotation, with the exception high traffic locations traffic control planning and timing is paramount.

The next planned and scheduled median will be the Donohoe Corridor via the Northbound University Clover off ramp.

Public Street Signage

The most recent street signage involved approximately #33 new street sweeping signs along the westside West Bayshore Corridor and neighboring street. Although, sign installation and/or maintenance involve a variety of signage ranging from stop-sign, keep clear, merging traffic, crosswalk/ped crossing, no overnight parking, to speed limit signage.

Crosswalk/Ped Crossing

As of **9/11**, the newest ped crossing was installed in front of the Ronald Mc Nair School via Pulgas ave. The ped crossing will also serve as a traffic calming device as it warns children and pedestrians.

Public Tree Management

The Public Works Department has a proactive comprehensive citywide public tree inventory, to include and condition assessment. The database provides valuable information regarding tree species, conditions, heritage trees maintenance priorities, and potential safety hazards as priority to the public

The tree inventory supports the following:

- Proactive tree maintenance
- Public Tree Safety
- Risk Management
- Urban Forestry Planning-/- Newly Planted Tree Species
- Heritage Tree Protection & Maintenance

The Public Works Department works closely with a Canopy Organization who plants and nurtures trees throughout our city, specifically the Ravenswood District. Together, fiscal year may yield over 300 new trees while Public Works Maintenance Department maintains the life of the tree. The Public Works Department works as a coalition of the Canopy Organization, achieving acracies across its tree service contract.

Bus Shelters and Pedestrian Overcrossings

Staff implement weekly inspection/preventive maintenance for all City bus shelters and pedestrian overcrossings.

Maintenance activities not limited to:

- Cleaning and litter removal
- Graffiti removal
- Minor repairs
- Safety inspections
- Reporting maintenance deficiencies

These efforts may be coordinated with SamTrans for public safety improvement, extend facility life, and overall enhanced infrastructure appearance.

Storm Drain System Maintenance

The Public Works Department currently divides the city into 4 quadrants with consistent rotation. Within each quadrant the storm catch-basins are inspected, documented, and cleaned accordingly. The purpose of the area quadrant rotation gives us system awareness with; illegal dumping, illegal contamination, inorganic and organic foreign material matter forbidden into the storm system.

In addition, curbs and gutters are inspected, often determining the source direction of forbidden materials. This type of supervision is paramount to positive stormwater flow and ultimately received by the O'Connor Pump Station's bio retention natural treatment process. Moving forward, quadrant rotation prepares the city for unpredictable wet seasons, unpredicted run offs, and localized would be flooding.

Quarterly Accomplishments

- Overall inspection of **#274** storm catch-basins throughout the city.
- Removal of organic, inorganic debris, and common sedimentation, improving stormwater flow & Storm Water Compliances.
- Provide city-system consistency and reliability
- Catch Basin Stencil & Symbol Installation
- Illegal Dumping/Contamination Awareness

O'Connor Pump Station

The Public Works Maintenance Department routinely operates, inspects, and achieves preventive pump maintenance service through cycling of each deep-well pump-shaft and pump distribution. The objective is to create reliability without service interruption, to include administrative pump documentation of fluid levels, refuel diesel hazmat operations and procedural on-boarding as refueling conditions change, administrative State Waterboard Compliances, maintenance compliance of trash capture outfall devices.

(USA) Utility Service Alert/ Public Utility Locate & Mark

The Public Works Maintenance Department proactively provides underground utility

locating and marking services in response to Underground Service Alert (USA) notifications.

This procedural scope helps protect underground utilities and its operatives, to improve worker safety, maximize prevention utility damage while minimizing utility interruption to the East Palo Alto Residence. In addition, this scope of work supports our capital improvement (CIP) projects, to include private development i.e. the Planning Division and co-spirited Engineering Divisions.

USA Tickets Completed

Moving forward, the average ticket alert responses are commonly between #30 and #40 tickets per day. This volume may be super exceeded by the end of year. To date, ticket alert responses have exceeded **[855]**, and will exceed that of a thousand prior to end of year. USA administrative is consistent between the Utility and Public Works Maintenance Department responses. Monthly discussions are consistent with improved response time, late responses, and forbidden no responses, with the goal outcome of positive improvement

Cooley Landing Environmental Landscape

The Public Works Department is responsible for maintaining the Geotechnical soil cap throughout the Cooley Landing property. This is accomplished without affording native material disturbances throughout the geotechnical cap.

Sense the 2019 properties revitalization, the Public Works Department is also responsible for trail-head clearance, grubbing of natural habitat whereas warranted. To include trailhead clearances throughout, and between 2ft & 3ft. clearing and grubbing of vegetation around all RCP stormwater run-off culverts.

The Cooley Landing Park is a responsible ingress/egress boat launch for rescue missions, i.e. Menlo FD/Fire Department. The Public Works Department is responsible for maintaining the ingress egress launch by removal of steel rebar, concrete slag, riprap, and other debris due to king tide influences.

Other portions of maintenance include dike/peer decompose granite deuteration and fall-off repair in compliance with the state water board. This portion of maintenance is monitored and administrated through an environmental agency contract service.

Graffiti Abatement, Illegal Dumping, and Theft Prevention.

Public Works Maintenance staff proactively respond to reports of vandalism, theft, graffiti throughout the city of east Palo Alto. To include public buildings, sidewalks, parks, signs, utility boxes, "even some trees", this in addition to other city infrastructure, and proactively improving neighborhood appearance while discouraging repeated

vandalism and/or opportunist alike.

In addition, the Public Works Department is responsible for theft prevention, and the removal of illegal dumping to include hazardous waste materials assisted by Waist Republic Management.

Theft prevention is addressed year around, although costly in terms of field material replacement and contracted resources

Fleet and Equipment Maintenance

Fleet maintenance is an ongoing scheduled routine as vehicle and equipment warrant different requirements per operation

Routine services included:

- Scheduled preventive maintenance
- Vehicle Safety Inspection
- Emergency vehicle Equipment function, performance, and safety.
- Emergency Vehicle Equipment Deployment
- Coordination and preparation of offsite specialty repairs (Vaccon)
- Tractor-loader maintenance detail

These efforts maximize equipment reliability and minimize unexpected mechanical failures while extended vehicle and equipment life are afforded, to include support with uninterrupted City operations.

Service Administrative Maintenance Contract

In addition to providing physical municipal services to its community, the Public Works Maintenance Department deploys its own analyst/analytics in choosing the best contracted services best tailored to its municipal facility assets

Current contracts are to include, not limited:

Service	Contractor
Facilities Janitorial Services	Frank & Grossman
Tree Maintenance & Emergency Response	West Coast Arborist

Alarm Monitoring Services	Johnson Controls, Everon, AAA Smart Security
Fleet Specialized Maintenance	Image Auto
HVAC Preventive Service Maintenance	Environmental Systems, Inc.
Public Works Monthly Safety Training	Du-All Safety
Cooley Landing Services	Ninyo & Moore Geotechnical & Environmental Sciences Consultants
O'Connor Pump Station Specialized Cat-Disel Service	Peterson Power Systems
Thermoplastic Traffic Striping Services	Chrisp Company
Runnymede Drainage Channel Vactor Service	McNabb Construction
Parks & Pedestrian Overcrossing Trash Collection	Karla's Janitorial Services
Electrical Services	Arias Electrical
Hazardous Waste Republic Disposal	Republic Services
Backflow Prevention Testing	Therma
Weed Abatement Services Sound Wall	BrightView Landscape Services

San Francisquito Creek/ JPA / Santa Clara Valley Water District

The Public Works Maintenance Department cleans and maintains approximately a 1-½ mile of the San Francisquito Creek. Within our maintenance area/location the creek embankments are between the depths of 65, 75, and 80 feet. Some floors of the creek are resting at 80ft below.

Within the creek depths, the Public Works Department clears illegal dumping while deploying hazmat in concerns of organic biohazards left from encampments.

Three times a year, and before the rainy season, the maintenance department removes, collect, and dispose approximately four (#4) tons.

The work within the creek is reminded of its essential as the creek is host to #3

Federally protected types of Steelhead fish; Central Coast Steelhead; Coho Salmon, and Chinook Salmon.

Looking Ahead

The Public Works Department will continue *to* give the city its greatest return in protecting its municipal services, with a consistent detailed regiment, along with focuses on preventive maintenance, proactively preparedness for essentials, in a prioritized manner at the highest quality of service *to* the East Palo Alto Community.



EAST PALO ALTO PUBLIC WORKS & TRANSPORTATION COMMISSION STAFF REPORT

DATE: October 21, 2026

TO: Public Works & Transportation Commission Members

BY: Michael Cortez, Associate Engineer
Batool Zaro, Senior Engineer

SUBJECT: **Citywide Sidewalk Infrastructure Assessment**

Recommendation

Receive an informational presentation from Precision Concrete Cutting, Inc. regarding the Citywide Sidewalk Infrastructure Assessment.

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.

Government Code § 84308

Applicability of Levine Act: Not applicable.

Analysis of Levine Act Compliance: Not applicable.



EAST PALO ALTO PUBLIC WORKS & TRANSPORTATION COMMISSION STAFF REPORT

DATE: October 21, 2026

TO: Public Works & Transportation Commission Members

BY: Michael Cortez, Associate Engineer
Batool Zaro, Senior Engineer

SUBJECT: Public Works & Transportation Commission Draft Work Plan Framework

Recommendation

1. Receive an informational report from the Public Works and Transportation Commission (PWTC) regarding a PWTC Draft Work Plan framework.
2. PWTC to provide comments, direction, and consider adoption of the Work Plan, or continue item for further refinement and consideration at the next PWTC meeting.

Background

The Public Works & Transportation Commission (PWTC) advises the City Council on policies, programs, and capital projects related to transportation, mobility, public works infrastructure, traffic safety, and streetscape improvements. The PWTC also supports community engagement, transparency, and long-term planning for City infrastructure

Analysis

The proposed Work Plan, developed by the PWTC, is intended to provide a structured framework for the PWTC's future discussions by organizing strategic topics into seven (7) primary focus areas. Rather than making policy recommendations at this time, the Work Plan identifies issues that may benefit from additional analysis, staff presentations, and public discussion.

Under the proposed approach, each major topic may be scheduled for discussion during a regular PWTC meeting. Supporting background materials would be included in the agenda packet for each study session to facilitate informed discussion by PWTC members, staff, and members of the public.

The following items are the primary focus of this work plan over the next fiscal year (FY 26/27):

- 1. Support the Design of the new East Palo Alto Library**
 - Review the design.
 - Provide recommendations to ensure safe multimodal access (walking, biking, transit, ADA).
 - Advise on frontage improvements, traffic/parking impacts, and neighborhood integration.
 - Deliver a recommendation to the City Council prior to design completion.
- 2. Provide feedback for the Citywide Sidewalk Assessment & Repair Program**
 - Review assessment methodology and prioritization criteria.
 - Provide input on phasing, funding, and communication strategies.
 - Recommend improvements to resident reporting and follow-up.
- 3. Provide feedback for the Annual Street Resurfacing Project (FY28-29)**
 - Review pavement condition data and proposed resurfacing lists.
 - Recommend opportunities to bundle resurfacing with active-transportation improvements.
 - Provide an advisory recommendation before Council approval.
- 4. Develop a reporting framework for Public Works Maintenance Division activities**
 - Identify Key Performance Indicators (KPIs) for core maintenance tasks.
 - Recommend a standardized quarterly reporting format.
 - Explore options for public-facing dashboards or web-based reporting.
 - Make recommendations to improve transparency and responsiveness.
- 5. Develop a grant funding program for Public Works & Transportation projects**
 - Identify priority grant categories aligned with City needs.
 - Recommend criteria for selecting and ranking projects for grant pursuit.
 - Support staff in identifying match funding and partnership opportunities.
 - Review major grant applications prior to Council authorization, if feasible.
 - Recommend integration of grant strategy into the CIP.
- 6. Develop administration of the Residential Parking Permit Program**
 - Review existing parking permit needs, challenges, and best practices.
 - Provide feedback on proposed program structure, eligibility criteria, and enforcement approaches.
 - Provide comments on outreach strategies for residents and neighborhoods.
 - Prepare an advisory recommendation for City Council before program launch or expansion.
- 7. Support the City's website update with a Public Works & Transportation focus**
 - Identify functional requirements specific to Public Works & Transportation (e.g., service request tools, project dashboards, street sweeping schedules, permitting portals, traffic advisories).
 - Review how maintenance reporting, capital project updates, and transportation information should be presented for clarity and accessibility.

- Provide feedback on user navigation paths related to roads, infrastructure, parking, and mobility.
- Evaluate opportunities for integration of GIS maps, mobile-friendly tools, and resident request workflows.
- Review progress on Public Works related items in the IT Strategic Plan.

Deliverables:

- PWTC to discuss status and cadence of deliverables of the items on the work plan
- Receive quarterly updates on City Council Strategic Priorities
- Receive quarterly updates from the City's Maintenance Division

Public Notice

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Government Code § 84308

Applicability of Levine Act: Not applicable

Analysis of Levine Act Compliance: Not applicable



EAST PALO ALTO PUBLIC WORKS & TRANSPORTATION COMMISSION STAFF REPORT

DATE: October 21, 2026

TO: Public Works & Transportation Commission Members

BY: Michael Cortez, Associate Engineer
Batool Zaro, Senior Engineer

SUBJECT: General CIP Project Updates

Recommendation

Receive general project updates and updates on active capital improvement program (CIP) projects from Public Works Engineering Staff.

Background

DISCLOSURE: This is an informational report included for the Public Works & Transportation Commission. These project updates will not be formally discussed unless the Commission members choose to.

The following is a brief status update of ongoing City CIP projects as well as regional projects that are in the planning, design, or construction phases.

Active Construction Updates

- East Bayshore Safety Improvements Project – construction update.
- Newell Bridge Improvements Project – construction is currently underway.

General Updates

- The latest quarterly City Council Strategic Priorities updates can be found in the September 1st, 2026, City Council Agenda Package linked below:
<https://d3n9y02raazwpg.cloudfront.net/cityofepa/8492a36f-d23e-11f0-bb28-005056a89546-3408cd31-ecd7-4429-9d91-65986d552499-1788306644.pdf>

Project Updates

1. Citywide Lighting Improvements Project

As part of the Citywide Lighting Improvements Project, improvements will be made citywide to upgrade existing streetlight mast arms, install new streetlight mast arms, install new streetlights, and install upgraded fixtures.

The Citywide Lighting Assessment (Phase I) project was awarded by City Council on February 3, 2026. The contract has been executed and the project has been kicked off. The study is estimated to be completed by the end of 2026. Following completion of the study, construction work will be phased out.

2. University Avenue Grand Corridor Project

The University Avenue Grand Corridor Project is included in the vision of the City's General Plan. The General Plan envisions University Avenue being transformed from a cut-through corridor into a mixed-use boulevard with high-density housing, and neighborhood-serving businesses & offices.

The project is currently in the design phase. An update on the project design and went to City Council on March 3rd, 2026.

3. Water Storage Tank Siting Study (WS-09)

In 2022, a Water System Master Plan (WSMP) was prepared by EKI Environment & Water, Inc. This WSMP provided the City with an overall plan for potable water infrastructure improvements over the next twenty years, which would aid in maintaining water system reliability and support anticipated development within the City's service area. Based on the supply and storage evaluations presented in the WSMP, additional water storage needed to be constructed within the City in the form of a water storage tank.

The aim of the Water Storage Tank Siting Study is to select potential locations for the water storage tank, determine storage tank volumes, and investigate the feasibility of designing & constructing the water storage tank. Staff is currently working with EKI Environment & Water to finalize a technical memorandum for the new storage tanks. This memorandum is anticipated to be completed by Winter 2026.

4. University Avenue Signal Improvements

The University Avenue Signal Improvements project includes improving pedestrian crossings, installing upgraded signal equipment to increase visibility, and installing protected left-turn phases to separate conflicting vehicle movements. The goal of this comprehensive project is to reduce overall fatalities and severe collisions of certain types at the intersection of University Avenue and Runnymede Street.

City Council authorized the design for this project on April 4, 2023. The design is currently complete and is estimated to begin in 2026. City Council approved the Plans, Specifications, and Estimates (PS&E) package at a City Council meeting on December 4, 2024. Bids were received and the contract was awarded to Sposeto by City Council at

the September 2, 2025 Council meeting. The contract has been executed, and construction is scheduled to begin in the Fall of 2026.

5. East Bayshore Safety Improvements Project

In 2023, the City received grant funds to prepare the Plans, Specifications, and Estimates (PS&E) package for the East Bayshore Safety Improvements Project. These improvements would include the installation of sidewalks, bikeways, traffic calming measures, and green infrastructure measures.

The project was awarded by City Council to a designer at the April 4, 2024 Council meeting, and the project Plans, Specifications, and Estimate (PS&E) package was approved by City Council at the March 18, 2025 City Council meeting. The project was bid out in June 2025 and the construction contract was awarded to a contractor at the July 8, 2025 City Council meeting.

The construction contract has been executed and construction is currently underway; specific information on the construction schedule can be found on the project page on the City webpage.

6. Cummings Loft Project

The Cummings Loft Project involves the construction of an incubator space for small businesses in the community. Several years ago, the City acquired a commercial space (known as Cummings Loft) of nearly 1,000 square feet as part of a negotiation with a developer who built a mixed-use project. The intent was to create incubator space for small businesses and non-profits based in East Palo Alto who were on the verge of being displaced due to gentrification. The developer provided the space in a “cold shell” condition. Therefore, the space will need drywall, plumbing, flooring, paint, and other essential features prior to making the space available for use.

The City awarded the project to an architect at a City Council meeting on April 16, 2024. The contract has been executed and design is currently underway. As part of the contract scope, the consultant will be holding public outreach meetings to obtain public feedback on the use of the space.

The first public meeting was held on February 2, 2025, where City Council discussed the initial concept drawings. At the meeting, Council provided feedback on different project layouts. Next steps involve finalizing the design and scheduling a public outreach meeting to discuss the space programming sometime in early 2026.

A bid opening was held on November 13, 2025; however, no bids were received, and the project was re-bid. The construction contract was awarded at the February 3, 2026, City Council meeting. The contract has been executed and construction activities are underway. Construction is estimated to be completed by the end of 2026. Specific construction schedule updates will be made available on the project webpage.

7. Rail Spur Trail and Garden Street SRTS Improvements Project

The City of East Palo Alto is advancing a series of active transportation improvements to enhance pedestrian and bicycle safety, close critical gaps in the transportation network, and improve access to schools, transit, residential neighborhoods, and community destinations. The Rail Spur Trail and Garden Street Safe Routes to School (SRTS) Improvement Project is a key component of this effort and reflects the City's broader commitment to creating a safer, more connected, and more accessible transportation system. The scope of the project includes the development of Plans, Specifications, and Engineer's Estimates (PS&E) for the improvements. These improvements include Rail Spur trail upgrades, sidewalk and curb/gutter improvements along Garden Street, ADA curb ramp upgrades, Class II and Class III bicycle facilities. The Rail Spur trail upgrades include signage and striping improvements, lighting and urban greening elements, and drainage improvements. The design scope of this project was awarded at the July 21, 2026, City Council Meeting.

8. Residential Permit Parking Program

The City of East Palo Alto has been working on a Residential Permit Parking (RPP) Ordinance since December 2023, with multiple drafts presented to the Public Works and Transportation Commission (PWTC) and City Council. The RPP ordinance was introduced at the February 24, 2026, City Council meeting and adopted at the March 17, 2026, meeting. The ordinance aims to address parking issues in residential areas by allowing the creation of Residential Permit Parking Areas.

As a next step following the ordinance adoption, staff will proceed to the next phase of program development, which will focus on defining the details of the RPP program. The consultant selected to develop the program would conduct a citywide parking study to define potential Residential Permit Parking Areas (RPPAs) and, for each area, analyze occupancy rates and recommend enforcement hours. This work will include recommendations on permit costs and citation fees, enforcement phases, and maximum permits per household. Robust community engagement will be a central component of this process. The scope will also include investigation for permit management platforms, enforcement options, and consultant services to support program implementation, including analysis of costs and fee structure options. Staff awarded this project to a consultant at the September 1st, 2026, meeting and anticipates the consultant's work to be complete in Winter 2027.

Once the condition assessment and community engagement plan is complete, staff will return to the City Council with the findings. This will be followed by a fee study adoption and recommendations for third-party enforcement services, staffing recommendations or vendor support for program administration (such as permit issuance, program updates, and the allocation of resources for long-term parking occupancy monitoring).

9. O'Connor Pump Station Improvements Project: Phase I (SD-06A)

Design for improvements at the O'Connor Pump Station are currently underway. The pump station, which was originally constructed in 1984, is in need of critical improvements.

The O'Connor Pump Station Improvements Project: Phase I aims to make significant improvements, including increasing the pump station's overall pumping capacity, improving wet well characteristics for optimal flow, ventilation upgrades, and electrical upgrades to accommodate the pump station's increased capacity. These improvements will allow the City to meet future stormwater demands, improve overall operability & safety, and comply with stringent environmental requirements under California Senate Bill 445 (SB 445).

These improvements are approximately 60% designed. Staff is working with Harris & Associates throughout the preparation of the 90% design plans.

10. Woodland Avenue Improvements Project (ST-33)

The Woodland Avenue Improvements Project will address traffic safety improvements, multimodal improvements, and stormwater drainage improvements along the section of the Woodland Avenue between University Avenue and Newell Road. These improvements include, but will not be limited to, pedestrian safety improvements, bike lane and roadway striping improvements, traffic calming measures, and stormwater drainage improvements.

The City recently published a Request for Proposals for professional services to design the improvements described above. Engineering staff has prepared a recommendation to City Council to award the contract to Alta Planning + Design, Inc. at the September 16, 2026 City Council meeting.

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Applicability of Levine Act: Not applicable.

Analysis of Levine Act Compliance: Not applicable.



EAST PALO ALTO PUBLIC WORKS & TRANSPORTATION COMMISSION STAFF REPORT

DATE: October 21, 2026

TO: Public Works & Transportation Commission Members

BY: Michael Cortez, Associate Engineer
Batool Zaro, Senior Engineer

SUBJECT: Future PWTC Item Requests

Recommendation

Receive requests for future PWTC agenda items.

Background

Staff will set aside time to receive requests for future items from the Commissioners.

Items previously requested and to be scheduled tentatively based on staff availability:

- Lighting Updates
 - Alternative Lighting Solution for Clarke Street Pedestrian Bridge
 - University Village Lighting
- Rail Spur Improvements
- EPASD Updates on CIP's
- Maintenance Plans (Cooley Landing, Bay Trail, and other maintenance plans)
- Illegal Dumping Informational Item
- LAZ Parking Enforcement Updates

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