



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

Tuesday, October 7, 2025, 6:30 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

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

2. **APPROVAL OF THE AGENDA**

3. **APPROVAL OF CONSENT CALENDAR**

3.1 Proposed Increase to the City's Local Minimum Wage by the Consumer Price Index

Recommendation:

Adopt a resolution:

1. Increasing the Local Minimum Wage of \$17.45 per hour to \$17.90 per hour, effective January 1, 2026;
2. Directing staff to finalize and distribute a bulletin concerning the change to employers in the City of East Palo Alto; and
3. Finding that the action being considered does not constitute a "Project" within the meaning of the California Environmental Quality Act (CEQA), pursuant to CEQA Guideline section 15378 (b)(5), in that it is a government administrative activity that will not result in direct or indirect changes in the environment.

3.2 Second Amendment to the Agreement with Telepath, Increasing the Not-To-Exceed amount by \$25,370.95 for Emergency Public Safety Radio Network Repairs

Recommendation:

Adopt a resolution:

1. Authorizing the City Manager to negotiate and execute a second contract amendment to the agreement with Telepath Corporation, in a form approved by the City Attorney, to increase the not-to-exceed amount by \$25,370.95 (from a total contract value of \$348,288.06 to \$373,659.01) for emergency repairs to the public safety radio network; and
2. Finding the proposed action is exempt from the California Environmental Quality Act (CEQA) because it is not a "project" pursuant to 15378(b)(4) because it is a fiscal activity which does not involve any commitment to any specific project which may result in a potentially significant impact on the environment.

3.3 Proclamation Honoring Raymond "Ray" Askew

Recommendation: Present the proclamation.

3.4 Grant Application for the 2025 Measure A and Measure W Highway Program

Recommendation:

Adopt a resolution:

1. Authorizing the City Manager to submit a \$525,000 grant application to the San Mateo County Transportation Authority under the 2025 Measure A and Measure W Highway Program, and to take all necessary actions to implement the resolution, including executing all legal documents required to secure the grant funding;
2. Appropriating \$175,000 from the Capital Improvement Fund as matching funds. These funds will become unassigned if the grant application is unsuccessful; and
3. Finding that the proposed action does not constitute a “project” with the meaning of the California Environmental Quality Act (“CEQA”) pursuant to CEQA Guidelines sections 15378(b)(4) and (5) in that it is a governmental fiscal, organizational or administrative activity that will not result in direct or indirect changes in the environment.

3.5 Proclamation of the City of East Palo Alto Declaring October Domestic Violence Awareness Month

Recommendation: Present the proclamation.

3.6 City Council Meeting Minutes

Recommendation:

Adopt the September 23, 2025 Minutes.

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

4.1 CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION

(Government Code Section 54956.9(d)(4)). Number of matters: four.

5. **PUBLIC COMMENT**

6. **INFORMATIONAL REPORTS**

6.1 **Update on Youth Commission**

Recommendation: Receive Update and Next Steps.

7. **SPECIAL PRESENTATIONS**

7.1 **CORA Special Presentation**

Recommendation:

Receive a presentation to learn about domestic violence resources in East Palo Alto.

8. **PUBLIC HEARINGS**

8.1 Text changes to Title 15 of the City of East Palo Alto Municipal Code (EPAMC), specifically amending Chapter 15.12 to add section 15.12.030 setting forth an expedited, streamlined ministerial permitting process for Electric Vehicle Charging Stations as required by Government Code Section 65850.7

Recommendation:

By motion:

1. Waive the first reading and introduce an ordinance (Attachment 1) establishing an expedited, streamlined permitting process for electric vehicle charging stations by amending Title 15 of the City of East Palo Alto Municipal Code (EPAMC), specifically amending Chapter 15.12 to add section 15.12.030; and.
2. Find the proposed Text Amendments to be exempt in accordance with CEQA Guidelines Sections 15061(b)(3), 15378 and 15183 of the California Environmental Quality Act (CEQA).

9. **POLICY AND ACTION**

10. COUNCIL REPORTS

11. ADJOURNMENT

Upcoming meetings:

October 21, 2025	Regular Meeting	6:30 PM
November 4, 2025	Regular Meeting	6:30 PM
November 13, 2025	Study Session	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: September 26, 2025

AMENDED: September 29, 2025

ATTEST:

James Colin

City Clerk



EAST PALO ALTO CITY COUNCIL STAFF REPORT

DATE: October 7, 2025

TO: Honorable Mayor and Members of the City Council

VIA: Melvin E. Gaines, City Manager

BY: Amy Chen, Community & Economic Development Director
Jessica Arellano, Management Analyst I

SUBJECT: Proposed Increase to the City's Local Minimum Wage by the Consumer Price Index

Recommendation

Adopt a resolution:

1. Increasing the Local Minimum Wage of \$17.45 per hour to \$17.90 per hour, effective January 1, 2026;
2. Directing staff to finalize and distribute a bulletin concerning the change to employers in the City of East Palo Alto; and
3. Finding that the action being considered does not constitute a "Project" within the meaning of the California Environmental Quality Act (CEQA), pursuant to CEQA Guideline section 15378 (b)(5), in that it is a government administrative activity that will not result in direct or indirect changes in the environment.

Executive Summary

The City's Local Minimum Wage (LMW) is adjusted each year based on the Consumer Price Index (CPI) for the San Francisco–Oakland–San José region. Using the August 2025 CPI data, staff calculated a 2.5% increase, resulting in a new rate of \$17.90 per hour effective January 1, 2026. This adjustment is required under East Palo Alto's Minimum Wage Ordinance and ensures local wages remain tied to regional cost of living changes. Staff also provides updates on State actions, including AB 1228, which set a \$20 minimum wage for fast food establishments. Staff recommends Council adopt the resolution and direct staff to publish updated employer notices.

Alignment with City Council Strategic Plan

This recommendation is primarily aligned with:

- Priority: Land Use, Economic and Workforce Development

Background

According to the **MIT Living Wage Calculator**, which estimates living costs by county across the country, a living wage for two working adults with two children in **San Mateo County** is **\$62.66 per hour**. For that same four-member family, the current annual cost of housing is **\$43,893**, childcare is **\$47,576**, food is **\$15,520**, transportation is **\$16,184**, and medical care is **\$10,729**, among other expenses. For more details, or to see the cost of living in other counties or in San Mateo County for other family configurations, please refer to the [MIT Living Wage Calculator](#).

On September 1, 2020, the City Council adopted an ordinance, set forth as Attachment 2 to this staff report, a Local Minimum Wage Ordinance (LMWO), codified at East Palo Alto Municipal Code (EPAMC) Section 5.10.010 et seq., of \$15 per hour for all employers in the City of East Palo Alto to be effective January 1, 2021. Each year the hourly rate increases are adjusted annually by the Consumer Price Index (CPI).

Based on the August 2025 CPI data, the Local Minimum Wage will increase again to **\$17.90 per hour effective January 1, 2026**. The City created a webpage that describes the Ordinance and provides updated materials (Local Minimum Wage webpage: <https://www.ci.east-palo-alto.ca.us/econdev/page/local-minimum-wage>).

The purpose of this staff report is to provide an update to City Council on the annual Local Minimum Wage increase that will be effective January 1, 2026.

Analysis

An escalator was built into the LMWO so that the hourly wage can be updated each year. Section 5.10.030.B of the East Palo Alto Municipal Code provides:

“Beginning on January 1, 2022, and each January thereafter, the minimum wage shall increase by a percentage amount equal to the prior year's increase, if any, in the Consumer Price Index (CPI) for San Francisco–Oakland–San José, as determined by the United States Department of Labor. The change shall be calculated by using the August to August change in the CPI to calculate the annual increase, if any, and rounded to the nearest nickel. A decrease in the CPI shall not result in a decrease in the minimum wage.”

The US Bureau of Labor Statistics Consumer Price Index for the San Francisco Area shows area prices from August 2024 to August 2025 increased 2.5 percent (see Attachment 3 for the full Bureau of Labor Statistics report).

Using this CPI report, the updated Local Minimum Wage calculation is as follows:

$$\$17.45 \times 2.5\% = \$0.43625$$

\$0.43625 is rounded to the nearest nickel = \$0.45

$$\$17.45 + \$0.45 = \$17.90/\text{hour}$$

Next Steps

The City must publish and make available to employers a bulletin notice announcing the adjusted minimum wage rate by November 1st, in order for the increase to take effect January 1 of the following year (EPAMC Section 5.10.040A). Staff are finalizing outreach materials to inform the business community and other stakeholders of the Local Minimum Wage increase. Please see the draft bulletin notice under Attachment 4 of this staff report.

In summary, the City's Local Minimum Wage for 2026 is **\$17.90/hour** effective January 1, 2026, based on the August 2025 CPI report. AB 1228 continues to set a separate \$20 wage for fast food establishments.

Fiscal Impact

There is no fiscal impact associated with this staff report.

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.

Parties: N/A

Participant(s): N/A

Attachments

1. Resolution
2. Local Minimum Wage Ordinance
3. BLS CPI News Release
4. Draft Employer Notices (English and Spanish)

RESOLUTION NO. XX – 2025

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

ADJUSTING LOCAL MINIMUM WAGE RATE TO BE EFFECTIVE JANUARY 1, 2026

WHEREAS, on September 1, 2020, the City Council adopted the Local Minimum Wage Ordinance (codified at Section 5.10.010 et seq. of the East Palo Alto Municipal Code); and

WHEREAS, the Local Minimum Wage Ordinance provides that beginning on January 1, 2022, and each January thereafter, the minimum wage shall increase by a percentage amount equal to the prior year's increase, if any, in the Consumer Price Index for San Francisco-Oakland-San José, as determined by the United States Department of Labor; and

WHEREAS, the Consumer Price Index for the San Francisco Area, August 2025 report, from the United States Bureau of Labor Statistics shows area prices rose 2.5 percent from August 2024; and

WHEREAS, the Local Minimum Wage Ordinance provides that by November 1 of each year the City shall publish and make available to employers a bulletin announcing adjustments to the minimum wage rate to take effect January 1 of the following year.

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. Adjusts the Local Minimum Wage of \$17.90 per hour for all employers in the City of East Palo Alto to be effective January 1, 2026;
3. Directs staff to finalize and distribute a bulletin concerning the change to employers in the City of East Palo Alto; and
4. Find that proposed action 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.

PASSED AND ADOPTED this 1st day of October 2025, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Antonio Lopez, Mayor

ATTEST:

APPROVED AS TO FORM:

James Colin, City Clerk

John D. Lê, City Attorney

Chapter 5.10 - MINIMUM WAGE ORDINANCE

5.10.010 - Title and purpose.

- A. This chapter shall be known as the "minimum wage ordinance."
- B. The purpose of this chapter is to protect the public health, safety and welfare. It does this by requiring that employers or their respective subcontractors compensate their employees in such a manner as to enable and facilitate their individual self-reliance within the City of East Palo Alto. Therefore, this ordinance adopts a new chapter of the East Palo Alto Municipal Code authorizing a minimum wage within the City of East Palo Alto.

(Ord. No. 06-2020, § 2, 9-1-2020)

5.10.020 - Definitions.

As used in this chapter, the following terms shall have the following meanings:

- A. "Calendar week" shall mean a period of seven consecutive days starting on Sunday.
- B. "City" means the City of East Palo Alto.
- C. "Employee" means any person who:
 - (1) In a calendar week performs at least two hours of work within the geographic boundaries of the City for an employer; and
 - (2) Qualifies as an employee entitled to payment of a minimum wage from any employer under the California Minimum Wage Law, as provided by the State of California Industrial Welfare Commission.
- D. "Employer" means any person (including a natural person, corporation, non-profit corporation, general partnership limited partnership, limited liability partnership, limited liability company, business trust, estate, trust, association, joint venture, agency, instrumentality or any other legal or commercial entity, whether domestic or foreign) who directly or indirectly (including through the services of a temporary services or staffing agency or similar entity) employs or exercises control over the wages, hours, or working conditions of any employee.
- E. "Minimum wage" shall have the meaning set forth in Section 5.10.030 of this chapter.

(Ord. No. 06-2020, § 2, 9-1-2020)

5.10.030 - Minimum wage.

Employers shall pay employees no less than the minimum wage set forth in this chapter for each hour worked within the geographic boundaries of the city.

- A. On January 1, 2021, the minimum wage shall be an hourly rate of fifteen dollars (\$15.00).
- B. Beginning on January 1, 2022, and each January thereafter, the minimum wage shall increase by a percentage amount equal to the prior year's increase, if any, in the Consumer Price Index (CPI) for San Francisco-Oakland-San José, as determined by the United States Department of Labor. The change shall be calculated by using the August to August change in the CPI to calculate the annual increase, if any, and rounded to the nearest nickel. A decrease in the CPI shall not result in a decrease in the minimum wage.
- C. An employer may not deduct an amount from wages due an employee on account of any tip or gratuity, or credit the amount or any part thereof, of a tip or gratuity, against, or as part of, the wages due the employee from the employer.
- D. No employer may fund increases in compensation required by this chapter, nor otherwise respond to the requirements of this chapter, by reducing the wage rate paid to any employee, nor by increasing charges to them for parking, meals, uniforms or other items, nor by reducing the citation or other non-wage benefits of any such employee, nor by increasing the share any employee pays towards her/his benefits, except to the extent such prohibition would be pre-empted by the Federal Employee Retirement Income Security Act.
- E. A violation for unlawfully failing to pay the minimum wage shall be deemed to continue from the date immediately following the date that the wages were due and payable as provided in Part 1 (commencing with Section 200) of Division 2 of the California Labor Code, to the date immediately preceding the date the wages are paid in full.
- F. All requirements and provisions of this chapter shall be preempted and ineffective if the state minimum wage is or becomes greater than the minimum wage established by this chapter.

(Ord. No. 06-2020, § 2, 9-1-2020)

5.10.040 - Notice and posting.

- A. By November 1 or each year, the city shall publish and make available to employers a bulletin announcing the adjusted minimum wage rate, to take effect January 1 of the following year. In conjunction with this bulletin, the city shall provide employers a notice suitable for posting in the workplace, informing employees of the current minimum wage rate and of their rights under this chapter. The notice shall be printed in English, Spanish, and other languages as provided in any implementation regulations under this chapter. Employers shall post these notices in a

conspicuous place in the workplace or job site where it will be seen by all employees. Employers' use of such notice shall constitute compliance with this subsection. Failure to post such notice shall constitute a violation of this chapter.

- B. Each employer shall give written notification to every current employee, and to each new employee at time of hire, of his or her rights under this chapter, and the name, address, and phone number of the employer. The notification shall be printed in English, Spanish, and other languages as provided in any implementation regulations under this chapter.

(Ord. No. 06-2020, § 2, 9-1-2020)

5.10.050 - Implementation and payroll records.

- A. The city manager, or designee, may promulgate regulations for the implementation and enforcement of this chapter. Any regulation promulgated by the city shall have the force and effect of law and may be relied on by employers, employees, and other parties to determine their rights and responsibilities under this chapter. Any regulations may establish procedures for ensuring fair, efficient and cost-effective implementation of this chapter, for monitoring employee compliance with this chapter, and for providing administrative hearings or determining whether an employer has violated the requirements of this chapter.
- B. Nothing herein shall preclude the city council from imposing a cost recovery fee on all employers to pay the cost of administering this chapter.
- C. Employers shall retain payroll records for a period of three years, and shall allow the city access to these records, with appropriate notice and at a mutually agreeable time, to monitor compliance with this chapter.
- D. Where an employer fails to retain adequate payroll records documenting wages paid, or does not allow the city reasonable access to such records, an employee's account is presumed accurate, absent clear and convincing evidence otherwise.
- E. An employee or any other person may report to the city in writing any suspected violation of this chapter.
- F. The city shall be responsible for investigating any possible violations of this chapter by an employer or other person. The city shall have the authority to inspect workplaces, interview persons, and request the city attorney to subpoena books, papers, records or other items relevant to the enforcement of this chapter.
- G. The city shall make every effort to resolve complaints informally, in a timely manner.

(Ord. No. 06-2020, § 2, 9-1-2020)

5.10.060 - Enforcement.

- A. Where prompt compliance is not forthcoming, the city shall take any appropriate enforcement action to secure compliance. In addition to all other civil remedies, the city may enforce this chapter pursuant to Chapter 1 of the East Palo Alto Municipal Code. To secure compliance, the city may use the following enforcement measures:
1. The city may issue an administrative citation with a fine of not more than fifty dollars (\$50.00) for each day or portion thereof and for each employee or person as to whom the violation occurred or continued.
 2. The city may issue an administrative compliance order.
 3. The city may initiate a civil action for injunctive relief and damages and civil penalties in a court of competent jurisdiction.
- B. Any person aggrieved by a violation of this chapter, any entity a member of which is aggrieved by a violation of this chapter, or any other person or entity acting on behalf of the public as provided for under applicable state law may bring a civil action in a court of competent jurisdiction against the employer or other person violating this chapter and, upon prevailing, shall be awarded reasonable attorneys' fees and costs and shall be entitled to such legal or equitable relief as may be appropriate to remedy the violation including, without limitation, the payment of any back wages unlawfully withheld, the payment of an additional sum as a civil penalty in the amount of fifty dollars (\$50.00) to each employee or person whose rights under this chapter were violated for each day that the violation occurred or continued, reinstatement in employment, and/or injunctive relief.
- C. This section shall not be construed to limit an employee's right to bring legal action for a violation of any other laws concerning wages, hours, or other standards or rights, nor shall exhaustion of remedies under this chapter be a prerequisite to the assertion of any right.
- D. Except where prohibited by state or federal law, city agencies or departments may revoke or suspend any registration certificates, permits, or licenses held or requested by the employer until such time as the violation is remedied.
- E. The remedies for violation of this chapter include, but are not limited to:
1. Reinstatement, and the payment of back wages unlawfully withheld, and the payment of an additional sum as a civil penalty in the amount of fifty dollars (\$50.00) to each employee or person whose rights under this chapter were violated for each day or portion thereof that the violation occurred or continued, and fines imposed pursuant to other provisions of this code or state law.
 - 2.

Interest on all due and unpaid wages at the rate of interest specified in subdivision (b) of Sec. 3289 of the California Civil Code, which shall accrue from the date that the wages were due and payable as provided in Part 1 (commencing with Sec. 200) of Division 2 of the California Labor Code, to the date the wages are paid in full.

3. Reimbursement of the city's administrative costs of enforcement and reasonable attorney's fees.

F. If a repeated violation of this chapter has been finally determined, the city may require the employer to post public notice of the employer's failure to comply in a form determined by the city.

(Ord. No. 06-2020, § 2, 9-1-2020)

5.10.070 - Retaliation prohibited.

- A. It shall be unlawful for an employer or any other party to discriminate in any manner or take adverse action against any person in retaliation for exercising rights protected under this chapter. Rights protected under this chapter include, but are not limited to: the right to file a complaint or inform any person about any party's alleged noncompliance with this chapter; and the right to inform any person of his or her potential rights under this chapter and to assist him or her in asserting such rights. Protections of this chapter shall apply to any person who mistakenly, but in good faith, alleges noncompliance with this chapter.
- B. Taking adverse action against a person, including, without limitation, terminating employment, within one hundred twenty days (120) days of the person's exercise of rights protected under this chapter shall raise a rebuttable presumption of having done so in retaliation for the exercise of such rights, unless there is clear and convincing evidence of just cause for such discharge.

(Ord. No. 06-2020, § 2, 9-1-2020)

5.10.080 - Waiver through collective bargaining.

- A. Except for employees in the property services industry (i.e., janitors, landscapers, groundskeepers, and security guards), the provisions of this chapter may be waived in whole or in part with respect to employees covered under a collective bargaining agreement if all of the following circumstances apply:
1. Both parties to the collective bargaining agreement agree in writing to such waiver in whole or in part; and
 2. The collective bargaining agreement contains provisions which specifically allow waivers of municipal minimum wage rates in excess of the contractually required wage rates for any group or groups of covered employees; and
 - 3.

The entire collective bargaining agreement, including the provisions referred to in subsection A.2 above, was negotiated and entered into prior to the date or when such waiver would take effect.

(Ord. No. 06-2020, § 2, 9-1-2020)

5.10.090 - No pre-emption of higher standards.

The purpose of this chapter is to ensure minimum labor standards. This chapter does not preempt or prevent the establishment of superior employment standards (including higher wages) or the expansion of coverage by ordinance, resolution, contract, or any other action of the city. This chapter shall not be construed to limit a discharged employee's right to bring a common law cause of action for wrongful termination.

(Ord. No. 06-2020, § 2, 9-1-2020)

5.10.100 - Federal or state funding.

This chapter shall not be applied to the extent it will cause the loss of any federal or state funding of city activities.

(Ord. No. 06-2020, § 2, 9-1-2020)



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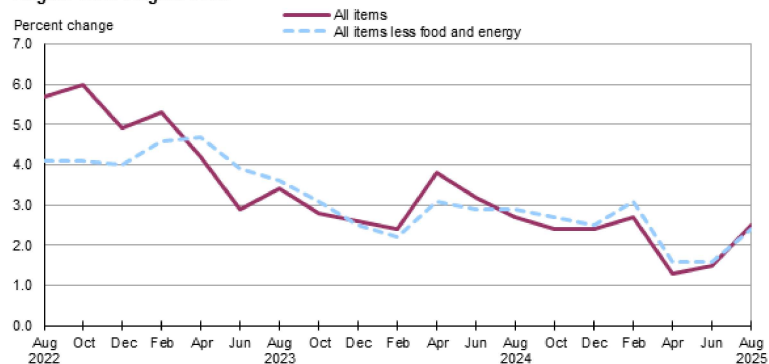
Consumer Price Index, San Francisco Area — August 2025

Area prices were up 0.4 percent over the past two months, up 2.5 percent from a year ago

The Consumer Price Index for All Urban Consumers (CPI-U) for San Francisco-Oakland-Hayward increased 0.4 percent for the two months ending in August 2025, the U.S. Bureau of Labor Statistics reported today. Regional Commissioner Chris Rosenlund noted that the index for all items less food and energy rose 0.5 percent during the two-month period. The food index rose 0.6 percent, while the energy index decreased 2.0 percent. (Data in this report are not seasonally adjusted. Accordingly, bi-monthly changes may reflect seasonal influences.)

The San Francisco area all items CPI-U increased 2.5 percent for the 12 months ending in August. The index for all items less food and energy advanced 2.4 percent over the year. The food index rose 3.5 percent. The energy index advanced 0.7 percent.

Chart 1. Over-the-year percent change in CPI-U, San Francisco-Oakland-Hayward, CA, August 2022–August 2025



Source: U.S. Bureau of Labor Statistics.

[View Chart Data](#)

Food

The food index rose 0.6 percent for the two months ending in August. The index for food at home (grocery store purchases) rose 0.5 percent, with higher prices in 5 of the 6 major grocery store food groups. The food away from home index (restaurant, cafeteria, and vending purchases) increased 0.7 percent for the same period.

The food index rose 3.5 percent over the year. The food at home index advanced 4.3 percent, with higher prices in 5 of the 6 major grocery store food groups. The food away from home index rose 2.7 percent.

Energy

The energy index decreased 2.0 percent for the two months ending in August. Gasoline prices decreased 3.9 percent.

The energy index advanced 0.7 percent over the year. Gasoline prices declined 1.8 percent.

All items less food and energy

The index for all items less food and energy rose 0.5 percent during the two-month period. Among the index's components, prices were higher for apparel (+6.2 percent) and shelter (+0.2 percent). In contrast, prices were lower for recreation (-1.6 percent).

The index for all items less food and energy advanced 2.4 percent over the year, reflecting higher prices for household furnishings and operations (+5.3 percent) and shelter (+1.7 percent). In contrast, prices were lower for apparel (-11.0 percent).

Table A. San Francisco-Oakland-Hayward, CA, CPI-U 2-month and 12-month percent changes, all items index, not seasonally adjusted

Month	2021		2022		2023		2024		2025	
	2-month	12-month	2-month	12-month	2-month	12-month	2-month	12-month	2-month	12-month
February	0.5	1.6	1.4	5.2	1.8	5.3	1.5	2.4	1.8	2.7
April	1.7	3.8	1.5	5.0	0.4	4.2	1.8	3.8	0.4	1.3
June	0.0	3.2	1.7	6.8	0.5	2.9	-0.1	3.2	0.2	1.5
August	0.5	3.7	-0.5	5.7	0.0	3.4	-0.5	2.7	0.4	2.5
October	0.7	3.8	1.0	6.0	0.3	2.8	0.0	2.4		
December	0.8	4.2	-0.3	4.9	-0.4	2.6	-0.4	2.4		

The October 2025 Consumer Price Index for the San Francisco area is scheduled to be released on November 13, 2025.

Changes to the CPI

BLS has replaced survey data collected for the CPI's wireless telephone services index with secondary source data and non-traditional index methods. Additional information is available on the CPI website, www.bls.gov/cpi/additional-resources/alternative-data-wireless-telephone.htm, and in a new factsheet "Measuring Price Change in the CPI: Wireless Telephone Services," www.bls.gov/cpi/factsheets/wireless-telephone-service.htm

With the release of October 2025 data on November 13, 2025, the Bureau of Labor Statistics (BLS) will remove long-term care (LTC) insurance from the health insurance index. Changes in the market for LTC insurance have made it out of scope and ineligible for pricing in the CPI market basket.

Technical Note

The [Consumer Price Index](#) (CPI) is a measure of the average change in prices over time in a fixed market basket of goods and services. The Consumer Price Index for San Francisco is published bi-monthly. The set of components and sub-aggregates published for regional and metropolitan indexes is more limited than at the U.S. city average level; these indexes are byproducts of the national CPI program. Each local index has a much smaller sample size than the national or regional indexes and is, therefore, subject to substantially more sampling and other measurement error. As a result, local-area indexes are more volatile than the national or regional indexes. In addition, local indexes are not adjusted for seasonal influences. **NOTE: Area indexes do not measure differences in the level of prices between cities; they only measure the average change in prices for each area since the base period.**

A full all-items data series history for the original index value and for 1-month, 2-month, 3-month, 6-month, and 12-month percent changes can be accessed via BLS data query tools. A direct link to the all-items series is provided in Table 1 of this release under historical data.

The San Francisco-Oakland-Hayward, CA, metropolitan area covered in this release is comprised of Alameda, Contra Costa, Marin, San Francisco, San Mateo Counties in the State of California.

Refer to the national [CPI news release technical note](#) or the [Handbook of Methods](#) for more information.

Information in this release will be made available to individuals with sensory impairments upon request. Voice phone: (202) 691-5200; Telecommunications Relay Service: 7-1-1.

Table 1. San Francisco-Oakland-Hayward, CA, CPI-U by expenditure category for August 2025, not seasonally adjusted (1982-84=100 unless otherwise noted)

Expenditure category	Indexes				Percent change from -		
	Historical data	Jun. 2025	Jul. 2025	Aug. 2025	Aug. 2024	Jun. 2025	Jul. 2025
All Items		356.460	-	357.992	2.5	0.4	-
All items (1967=100)		1,095.856	-	1,100.567			
Food and beverages		379.872	-	382.336	3.6	0.6	-
Food		382.613	-	384.948	3.5	0.6	-
Food at home		342.728	346.462	344.486	4.3	0.5	-0.6

Footnotes

- (1) Index is on a December 1977=100 base.
- (2) Index is on a December 1982=100 base.
- (3) Indexes on a December 1997=100 base.
- (4) Special index based on a substantially smaller sample.
- (5) Indexes on a December 1993=100 base.

- Data not available.

NOTE: Index applies to a month as a whole, not to any specific date. Data not seasonally adjusted.

Expenditure category	Indexes				Percent change from -		
	Historical data	Jun. 2025	Jul. 2025	Aug. 2025	Aug. 2024	Jun. 2025	Jul. 2025
Cereals and bakery products		336.282	337.678	339.418	1.4	0.9	0.5
Meats, poultry, fish, and eggs		376.522	354.551	377.529	5.4	0.3	6.5
Dairy and related products		333.059	335.764	341.343	3.5	2.5	1.7
Fruits and vegetables		435.149	448.171	452.231	7.7	3.9	0.9
Nonalcoholic beverages and beverage materials ⁽¹⁾		229.833	236.394	238.899	-1.8	3.9	1.1
Other food at home		314.300	328.251	304.673	5.4	-3.1	-7.2
Food away from home		433.979	-	437.075	2.7	0.7	-
Alcoholic beverages		348.667	-	353.676	5.6	1.4	-
Housing		411.258	-	412.244	2.3	0.2	-
Shelter		454.928	456.369	455.621	1.7	0.2	-0.2
Rent of primary residence		519.449	518.556	520.140	2.2	0.1	0.3
Owners' equiv. rent of residences ⁽²⁾		490.548	491.722	491.324	2.2	0.2	-0.1
Owners' equiv. rent of primary residence ⁽²⁾		490.548	491.722	491.324	2.2	0.2	-0.1
Household furnishings and operations		179.445	-	180.390	5.3	0.5	-
Apparel		125.177	-	132.878	-11.0	6.2	-
Transportation		267.915	-	268.267	4.0	0.1	-
Private transportation		268.953	-	267.000	2.8	-0.7	-
New and used motor vehicles ⁽³⁾		120.867	-	120.733	0.9	-0.1	-
New vehicles ⁽¹⁾		192.636	-	192.813	0.5	0.1	-
Used cars and trucks ⁽¹⁾		339.991	-	345.882	6.7	1.7	-
Motor fuel		346.571	333.679	333.317	-1.7	-3.8	-0.1
Gasoline (all types)		344.324	330.822	330.907	-1.8	-3.9	0.0
Unleaded regular ⁽⁴⁾		343.794	329.904	329.995	-1.9	-4.0	0.0
Unleaded midgrade ⁽⁴⁾⁽⁵⁾		321.998	309.681	309.728	-1.9	-3.8	0.0
Unleaded premium ⁽⁴⁾		328.456	316.988	317.053	-1.5	-3.5	0.0
Medical Care		606.734	-	612.063	3.4	0.9	-
Recreation ⁽³⁾		151.794	-	149.400	0.4	-1.6	-
Education and communication ⁽³⁾		168.517	-	169.017	3.4	0.3	-
Tuition, other school fees, and child care ⁽¹⁾		2,067.615	-	2,107.703	4.5	1.9	-
Other goods and services		638.665	-	646.564	2.5	1.2	-
Footnotes (1) Index is on a December 1977=100 base. (2) Index is on a December 1982=100 base. (3) Indexes on a December 1997=100 base. (4) Special index based on a substantially smaller sample. (5) Indexes on a December 1993=100 base. - Data not available. NOTE: Index applies to a month as a whole, not to any specific date. Data not seasonally adjusted.							

Table 2. San Francisco-Oakland-Hayward, CA, CPI-U by special aggregate index for August 2025, not seasonally adjusted (1982-84=100 unless otherwise noted)

Special aggregate index	Indexes				Percent change from -		
	Historical data	Jun. 2025	Jul. 2025	Aug. 2025	Aug. 2024	Jun. 2025	Jul. 2025
All items		356.460	-	357.992	2.5	0.4	-
Food		382.613	-	384.948	3.5	0.6	-
Energy		455.649	447.071	446.568	0.7	-2.0	-0.1
All items less food and energy		353.076	-	354.968	2.4	0.5	-
All items less energy		356.214	-	358.160	2.6	0.5	-
All items less medical care		346.075	-	347.457	2.4	0.4	-
All items less shelter		318.472	-	320.446	3.0	0.6	-
Commodities		238.978	-	240.226	1.6	0.5	-
Commodities less food		174.957	-	175.759	0.0	0.5	-
Footnotes (1) Indexes on a December 1982=100 base. - Data not available. NOTE: Index applies to a month as a whole, not to any specific date.							

Special aggregate index	Indexes				Percent change from -		
	Historical data	Jun. 2025	Jul. 2025	Aug. 2025	Aug. 2024	Jun. 2025	Jul. 2025
Commodities less food & beverages		167.134	-	167.843	-0.3	0.4	-
Durables		116.580	-	116.573	3.7	0.0	-
Nondurables		301.973	-	304.217	1.0	0.7	-
Nondurables less food & beverages		220.971	-	222.952	-3.2	0.9	-
Nondurables less food		230.965	-	233.124	-2.5	0.9	-
Services		455.523	-	457.280	2.8	0.4	-
Services less rent of shelter ⁽¹⁾		484.637	-	488.164	4.4	0.7	-
Services less medical care services		444.262	-	445.655	2.7	0.3	-
Footnotes (1) Indexes on a December 1982=100 base. - Data not available. NOTE: Index applies to a month as a whole, not to any specific date.							

Last Modified Date: Thursday, September 11, 2025

U.S. BUREAU OF LABOR STATISTICS Western Information Office Attn: EA & I, 90 Seventh Street Suite 14-100 San Francisco, CA 94103-6715

Telephone: 415-625-2270, www.bls.gov/regions/west [Contact Western Region](#)



CITY OF EAST PALO ALTO

**POST WHERE EMPLOYEE MAY READ EASILY
VIOLATORS SUBJECT TO PENALTIES**

OFFICIAL NOTICE EAST PALO ALTO MINIMUM WAGE RATE IS

\$17.90

per hour

Effective January 1, 2026

Per the Chapter 5.10 of the East Palo Alto Municipal Code - MINIMUM WAGE ORDINANCE - Beginning January 1, 2021, when this ordinance took effect, employers who are subject to the East Palo Alto Business License Tax OR who maintain a facility in East Palo Alto must pay to each employee who performs at least two (2) hours of work per week in East Palo Alto.

Effective January 1, 2026, the minimum wage is no less than **\$17.90 per hour**.

The minimum wage requirement set forth in the East Palo Alto Minimum Wage Ordinance applies to adult AND minor employees who work two (2) or more hours per week (tips not included). Beginning January 1, and annually thereafter, the City will adjust the minimum wage based on the Regional Consumer Price Index.

Under the Ordinance, employees who assert their rights to receive the City's minimum wage are protected from retaliation. Employees may file a civil lawsuit against their employers for any violation of the Ordinance or may file a complaint with the Office of Economic Development. The City will investigate possible violations and will require access to payroll records. The City will enforce violations of the minimum wage ordinance by ordering reinstatement of employees, payment of back wages unlawfully withheld and penalties.

If you have questions, need additional information or believe you are not being paid correctly, contact your employer or the Office of Economic Development at:

East Palo Alto Office of Economic Development
1960 Tate St, East Palo Alto, CA 94303
Phone: (650) 853-3189
Email: CED@cityofepa.org

Este folleto también está disponible en español. This flyer is also available in Spanish.

Employers are responsible for translating this notice into languages spoken by 5% or more of their employees.



CITY OF EAST PALO ALTO

**PUBLICAR DONDE EL EMPLEADO PUEDA LEER FÁCILMENTE
INFRACTORES SUJETOS A SANCIONES**

AVISO OFICIAL EL SALARIO MÍNIMO EN EAST PALO ALTO ES

\$17.90

por hora

A partir del 1 de Enero de 2026

Según el Capítulo 5.10 del Código Municipal de East Palo Alto - ORDENANZA DE SALARIO MÍNIMO - A partir del 1 de Enero de 2021, los empleadores que están sujetos al Impuesto de Licencia Comercial de East Palo Alto quienes mantienen un establecimiento de negocios en East Palo Alto deben pagar a cada empleado que labore al menos dos (2) horas de trabajo por semana en East Palo Alto.

A partir del 1 de Enero de 2026, el salario mínimo no es menos de **\$17.90 por hora**.

El salario mínimo establecido en la Ordenanza de Salario Mínimo de East Palo Alto se aplica a los empleados adultos y menores de edad que laboran dos (2) horas o más por semana (propinas no incluidas). Empezando el 1 de Enero, y anualmente después de esta fecha, la Ciudad ajustará el salario mínimo basado en el Índice Regional de Precios al Consumidor.

Bajo la Ordenanza, los empleados que hagan valer sus derechos para recibir el salario mínimo de la Ciudad están protegidos contra retaliación. Los empleados pueden presentar una demanda civil en contra de su empleador por cualquier incumplimiento de la ordenanza o pueden presentar una queja ante la Oficina de Desarrollo Económico de la Ciudad. La Ciudad investigará posibles infracciones o incumplimientos y requerirá acceso a los registros de nómina. La Ciudad hará cumplir cualquier violación de la Ordenanza de Salario Mínimo de la Ciudad de East Palo Alto exigiendo la reincorporación de los empleados, el pago de salarios atrasados, ilícitamente retenidos, y multas.

Si tiene preguntas, necesita información adicional o si cree que no se le están pagando correctamente, póngase en contacto con su empleador o con la Oficina de Desarrollo Económico en:

Oficina de Desarrollo Económico de la Ciudad de East Palo Alto

1960 Tate St., East Palo Alto, CA 94303

Teléfono: (650) 853-3189

Correo Electrónico: CED@cityofepa.org



EAST PALO ALTO CITY COUNCIL STAFF REPORT

DATE: October 7, 2025

TO: Honorable Mayor and Members of the City Council

VIA: Melvin E. Gaines, City Manager

BY: Jeff Liu, Chief of Police

SUBJECT: Second Amendment to the Agreement with Telepath, Increasing the Not-To-Exceed amount by \$25,370.95 for Emergency Public Safety Radio Network Repairs

Recommendation

Adopt a resolution:

1. Authorizing the City Manager to negotiate and execute a second contract amendment to the agreement with Telepath Corporation, in a form approved by the City Attorney, to increase the not-to-exceed amount by \$25,370.95 (from a total contract value of \$348,288.06 to \$373,659.01) for emergency repairs to the public safety radio network; and
2. Finding the proposed action is exempt from the California Environmental Quality Act (CEQA) because it is not a “project” pursuant to 15378(b)(4) because it is a fiscal activity which does not involve any commitment to any specific project which may result in a potentially significant impact on the environment.
- 3.

Executive Summary

In 2024, the Police Department entered into a contract with Telepath Corporation for the purchase, installation, and maintenance of emergency vehicle and radio equipment. The City Council authorized a first amendment to the agreement on January 21, 2025 to fund emergency equipment for three (3) Electric Police Vehicles.

The contract does not cover the unanticipated need to the replace aging infrastructure, and recently experienced radio failures caused by unserviceable equipment at the end of its life cycle. These failures present a significant risk to officer safety, emergency response, and reliable communication during critical incidents. The proposed contract amendment will authorize the immediate replacement of obsolete components, ensuring continuity of operations and strengthening the resilience of the City's public safety radio network.

Alignment with City Council Strategic Plan

This recommendation is primarily aligned with:

- Priority: Public Health, Safety, and Quality of Life

Background

On February 6, 2024, the City Council awarded a contract to Telepath Corporation of Fremont, California, for the purchase, installation, and maintenance of police vehicle emergency and radio equipment. The original contract is for three years with two one-year extension options, at an amount not to exceed \$65,532.17 per year, for a total not to exceed \$327,660.85 over five years. This contract was competitively bid, and Telepath was the only responsive bidder, meeting all required objectives for emergency and radio equipment and maintenance services for the Police Department. The City Council authorized a first amendment to the agreement on January 21, 2025, increasing the agreement's not to exceed amount to \$348,286.06 in order to fund emergency equipment for three (3) Electric Police Vehicles. Additional funds are now necessary to cover costs for urgent repairs. No new appropriation is necessary to cover this contract increase.

Analysis

The 2024 contract did not anticipate the replacement of aging infrastructure, and the Department has recently experienced radio failures caused by unserviceable equipment, specifically our radio repeater and antenna, which are at the end of their life cycles. These failures present a significant risk to officer safety, emergency response, and reliable communication. The proposed contract amendment will authorize the immediate replacement of obsolete components, ensuring continuity of operations and strengthening the resilience of the City's public safety radio network.

The City has previously authorized contract increases and emergency appropriations for urgent repairs and equipment replacement, including for police vehicles and communications equipment, when such needs arose unexpectedly and posed a risk to public safety or operational continuity. In these cases, the City Council found that Telepath was the only responsive and qualified vendor, and that immediate action was necessary to maintain essential services.

Fiscal Impact:

The \$25,370.95 increase will be funded from the Police Department's salary savings fund or other available appropriations. No new General Fund appropriation is necessary.

Public Notice

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

Environmental

The action being considered by the City Council is exempt from the California Environmental Quality Act (CEQA) because it is not a "project" pursuant to 15378(b)(4) because it is a fiscal activity which does not involve any commitment to any specific project which may result in a potentially significant impact on the environment.

Government Code § 84308

Applicability of Levine Act: No, as the proposed action is an amendment to a competitively bid contract that does not exceed 10% or \$50,000 (whichever is less) and as such it is exempt from the Levine Act.

Analysis of Levine Act Compliance: Not applicable.

Attachments

1. Resolution
2. Quote from Telepath

RESOLUTION NO. XX – 2025

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST PALO ALTO AUTHORIZING A SECOND AMENDMENT TO THE AGREEMENT WITH TELEPATH CORPORATION INCREASING THE NOT-TO-EXCEED AMOUNT BY \$25,370.95 (FROM A TOTAL CONTRACT VALUE OF \$327,660.85~~348,288.06~~ to \$353,031.808,660.85~~373,659.01~~) FOR EMERGENCY REPAIRS TO THE PUBLIC SAFETY RADIO NETWORK

WHEREAS, the City's public safety radio network is essential for reliable communication among police and emergency services, directly impacting public safety and emergency response effectiveness; and

WHEREAS, emergency repairs are required to maintain uninterrupted operation of the radio network, and any delay could compromise the ability of first responders to communicate during critical incidents; and

WHEREAS, Telepath Corporation is the City's only responsive and qualified vendor for emergency and radio equipment installation and maintenance, as established through previous competitive bidding and contract performance; and

WHEREAS, the \$25,370.95 contract increase will be funded from the Police Department's vehicle replacement fund or other available appropriations, with no new General Fund appropriation anticipated;

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

1. Authorizes the City Manager to negotiate and execute a second contract amendment to the agreement with Telepath Corporation, in a form approved by the City Attorney, to increase the not-to-exceed amount by \$~~25,370.95~~~~31,000~~ (from a total contract value of \$327,660.85~~348,288.06~~ to \$353,031.808,660.85~~373,659.01~~) for emergency repairs to the public safety radio network.; and
2. Finding the proposed action is exempt from the California Environmental Quality Act (CEQA) because it is not a "project" pursuant to 15378(b)(4) because it is a fiscal activity which does not involve any commitment to any specific project which may result in a potentially significant impact on the environment.

PASSED AND ADOPTED this 7th day of October 2025, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Martha Barragan, Mayor

ATTEST:

APPROVED AS TO FORM:

James Colin, City Clerk

John D. Lê, City Attorney



For the attention of:	Chief Jeff Liu
Agency	East Palo Alto PD
Quote Number	SQ-182122
Date	9/8/25
Contract	Sourcwell #020625-TAIT
Project Description	ANALOG T-BAND UHF STANDALONE REPEATER W/ ANTENNA AND DUPLEXER

	SOW
	THIS QUOTE CAPTURES THE COST TO PROVIDE A REPLACEMENT REPEATER AND ACCOMPANYING ANTENNA SYSTEM FOR INSTALLATION AT 2415 UNIVERSITY AVE.
	INCLUDES:
	REPEATER EQUIPMENT PROGRAMMING & INSTALL ANTENNA EQUIPMENT AND INSTALL
	EXCLUDES:
	EQUIPMENT AND INTEGRATION FOR CONNECTIVITY BACK TO COUNTY DISPATCH

Section	Part Number	Description	Qty	Unit Sourcwell Price	Extd Sourcwell Price		Sourcwell Section Total
101	Tait TB9400-Analog UHF 100W Repeater		1				\$ 8,809.97
101.01		TB9435 Single 100Watts Chassis Assembly	1	\$ 1,127.52	\$ 1,127.520		
101.02	T01-11103-MCAA	TB9400 Stocker Reciter 470-520M	1	\$ 2,275.92	\$ 2,275.920		
101.03	T01-11121-MBAA	TB9400 Stocker Lin PA 470-520M 100W	1	\$ 1,797.84	\$ 1,797.840		
101.04	T01-11140-AAAA	TB9000 Stocker PMU TD440-AC Aux12/24/48	1	\$ 1,666.08	\$ 1,666.080		
101.05	219-01561-00	CBL CORD 2M USA IEC BLK	1	\$ 11.52	\$ 11.520		
101.06	TBAS073	TaskBuilder	1	\$ 166.32	\$ 166.320		
101.07	TBAS060	DIGITAL FIXED Station I/F	1	\$ 461.52	\$ 461.520		
101.08	SRVADV-INW-TAM-1	Tait Advantage TAM Yr#1 Infra No Warrant	1	\$ 1,303.25	\$ 1,303.250		
201	RFI Antenna Systems		1				\$ 4,459.33
201.01	COL45-490-P	OMNI, MEANDER COLLINEAR, 7DBD, 470-490MHZ, PIM RATED, 4.3 CONN	1	\$ 1,125.31	\$ 1,125.310		
201.02	TMND3-4816	Telewave 482 - 494 MHz Compact Duplexer	1	\$ 900.00	\$ 900.000		
201.03	AVA5RK-50	Andrew 7/8" Helix - Black	120	\$ 11.48	\$ 1,377.600		
201.04	LDF4-50A	1/2 in HELIAX® Low Density Foam General Purpose Coax Cable for Outdoor Use (Andrew 1/2" Helix - Black)	25	\$ 3.50	\$ 87.500		
201.05	FSJ4-50B	1/2 in HELIAX® SureFlex® Foam Coax Cable, Black (Andrew 1/2" SureFlex - Black)	15	\$ 3.63	\$ 54.450		
201.06	FSJ1-50A	1/4" 50 Ohm Superflex Coax Cable (Andrew 1/4" SureFlex - Black)	15	\$ 3.03	\$ 45.450		
201.07	F4NR-HC	N Male Right Angle for 1/2 in FSJ4-50B cable (Andrew FSJ4-50B N-Male Right Angle)	2	\$ 61.00	\$ 122.000		
201.08	L4HM-D	Andrew 4.3-10 Male Connector for 1/2" Helix	4	\$ 47.08	\$ 188.320		
201.09	F1TBM-C	BNC Male for 1/4" Superflexible (Andrew BNC Male Connector for 1/4" SureFlex)	2	\$ 27.03	\$ 54.060		
201.10	L5HF-S	Andrew 4.3-10 Female Connector for 7/8" Helix	2	\$ 79.53	\$ 159.060		
201.11	VHF50B43-MA-PGR-BD	4.3-10 M/F Surge Protector 100-520MHz	1	\$ 345.58	\$ 345.580		
999	System Integration		1				\$ 10,920.00
999.01	EngineeringServ	Services - System Design	1	\$ 1,100.00	\$ 1,100.00		
999.02	LaborInShop	In Shop Lab and Configuration of System	1	\$ 1,720.00	\$ 1,720.00		
999.03	LaborField	Field Install: 2415 University	1	\$ 7,600.00	\$ 7,600.00		
999.04	ProjectMgmt	Project Management	1	\$ 500.00	\$ 500.00		

NOTES:
SYSTEM INCLUDES DFSI INTERFACE ON CENTRAL VOTER FOR CONNECTION TO CONSOLE. NEED TO VERIFY HANDSHAKE AT DISPATCH WITH COUNTY DISPATCH
CUSTOMER TO PROVIDE NETWORK CONNECTIVITY AND BACKHAUL

Taxable	\$ 11,966.05
Tax	\$ 1,181.65
Exempt	\$ 12,223.25
Grand Total	\$ 25,370.95



EAST PALO ALTO CITY COUNCIL STAFF REPORT

DATE: October 7, 2025
TO: Honorable Mayor and Members of the City Council
VIA: Melvin E. Gaines, City Manager
BY: James Colin, City Clerk
SUBJECT: Proclamation Honoring Raymond “Ray” Askew

Recommendation

Present the proclamation.

Attachments

1. Proclamation

A PROCLAMATION OF THE EAST PALO ALTO CITY COUNCIL HONORING RAYMOND “RAY” ASKEW

WHEREAS, in the early 1990s, Raymond Askew, together with close friends, founded the East Palo Alto T-Ball and Pitching Machine League with the vision of creating a safe, inclusive, and enriching environment where children could learn baseball fundamentals while also developing life skills and community pride; and

WHEREAS, as a tribute to Black baseball history, the League’s inaugural teams were named after Negro League franchises such as the Homestead Grays and Kansas City Monarchs, honoring the legacy of resilience, excellence, and representation in Black sports; and

WHEREAS, in 1992, youth such as Ayinde Tate began participating in the League and later reflected on the program’s lasting impact on discipline, character, and leadership, demonstrating how the League shaped generations of East Palo Alto youth; and

WHEREAS, by 1994, the League formally partnered with the San Francisco Giants Community Fund’s Junior Giants Program, with Raymond Askew taking on a pivotal leadership role to ensure the East Palo Alto Junior Giants program thrived through its focus on literacy, health, character development, and community service; and

WHEREAS, in 2013, Raymond Askew was inducted into the Junior Giants Hall of Fame in recognition of his extraordinary grassroots leadership and nearly two decades of dedication both on and off the field, creating safe and nurturing spaces for East Palo Alto youth to grow; and

WHEREAS, Coach Ray’s influence continues to resonate today, as many of the youth he once coached have returned as volunteers, mentors, and role models, carrying forward a legacy of leadership, service, and cultural pride in East Palo Alto; and

WHEREAS, the foundation laid by Coach Ray Askew ensured that the League became far more than just a baseball program—it became a source of community uplift, cultural awareness, and personal development, inspiring future generations through both sport and service.

NOW, THEREFORE, BE IT PROCLAIMED, that the City Council of the City of East Palo Alto hereby recognizes and honors Raymond “Ray” Askew for his outstanding leadership, enduring community service, and transformative contributions to the lives of East Palo Alto youth and families.



Dated: October 7, 2025

Martha Barragan, Mayor



EAST PALO ALTO CITY COUNCIL STAFF REPORT

DATE: October 7, 2025

TO: Honorable Mayor and Members of the City Council

VIA: Melvin E. Gaines, City Manager

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

SUBJECT: Grant Application for the 2025 Measure A and Measure W Highway Program

Recommendation

Adopt a resolution:

1. Authorizing the City Manager to submit a \$525,000 grant application to the San Mateo County Transportation Authority under the 2025 Measure A and Measure W Highway Program, and to take all necessary actions to implement the resolution, including executing all legal documents required to secure the grant funding;
2. Appropriating \$175,000 from the Capital Improvement Fund as matching funds. These funds will become unassigned if the grant application is unsuccessful; and
3. Finding that the proposed action does not constitute a “project” with the meaning of the California Environmental Quality Act (“CEQA”) pursuant to CEQA Guidelines sections 15378(b)(4) and (5) in that it is a governmental fiscal, organizational or administrative activity that will not result in direct or indirect changes in the environment.

Alignment with City Council Strategic Plan

This recommendation is primarily aligned with:

- Priority: Public Health, Safety, and Quality of Life

Background

The San Mateo County Transportation Authority (TA) issued a Call for Projects for the 2025 Measure A and Measure W Highway Program on July 11, 2025. The 2025 Measure A and

CONSENT ITEM 3.4

Measure W Highway Program will release approximately \$200 million in Measure A and W funds. The program aims to reduce traffic congestion and improve safety on the most critical commute corridors in San Mateo County.

Staff recommends applying for Woodland Avenue Street Improvement Project design funds. These improvements will increase pedestrian and traffic safety along Woodland Avenue, between University Avenue and Newell Road, by designing pedestrian, bicycle, and roadway improvements.

Analysis

Woodland Avenue is a connector roadway that runs parallel to the San Francisquito Creek in the north/south direction. Woodland Avenue, between University Avenue and Newell Road, lacks sidewalk along the majority of the corridor; the pavement is in an unfavorable condition; has inadequate drainage measures; and lacks proper parking/traffic measures. The Woodland Avenue Street Improvement Project proposes to increase pedestrian and traffic safety along the corridor by designing pedestrian, bicycle, and roadway improvements. The project has been identified by the City Council as a priority project and the project is included in the 10-year Capital Improvement Program. The project scope will include roadway repair, the installation of sidewalks, ensuring ADA accessibility, the construction of traffic calming measures, stormwater improvements, and signage and striping.

The total design costs for the Woodland Avenue Safety Improvement project are estimated at \$700,000. Staff is requesting \$525,000 from the TA for the design phase of the project. The grant requires a minimum funding match of \$175,000.

Fiscal Impact

There is no fiscal impact associated with submitting the application; however, the grant includes a minimum funding match of \$175,000 which can be covered by the capital improvement fund.

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

Government Code § 84308

Applicability of Levine Act: No, as the proposed action does not involve an entitlement.

Analysis of Levine Act Compliance: Not applicable.

Attachments

1. Resolution

RESOLUTION NO. XX– 2025

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

AUTHORIZING THE CITY MANAGER TO SUBMIT A \$525,000 GRANT APPLICATION TO THE SAN MATEO COUNTY TRANSPORTATION AUTHORITY’S 2025 MEASURE A AND MEASURE W HIGHWAY PROGRAM FOR WOODLAND AVENUE STREET IMPROVEMENT PROJECT DESIGN , APPROPRIATING \$175,000 FROM THE CAPITAL IMPROVEMENT FUND AS MATCHING FUNDS; AND TAKE ALL ACTIONS NECESSARY TO GIVE EFFECT TO THE RESOLUTION, AND APPROPRIATING \$175,000 IN MATCHING FUNDS.

WHEREAS, Woodland Avenue, between University Avenue and Newell Road, lacks sidewalk, curb and gutter, drainage, proper pavement, traffic calming; and

WHEREAS, the Woodland Avenue Street Improvement Project proposes to increase pedestrian and traffic safety along the corridor by designing pedestrian, bicycle, and roadway improvements; and

WHEREAS, it will cost \$700,000 to implement the environmental and design scope for the project; and

WHEREAS, the City of East Palo Alto wishes to sponsor the implementation of the project environmental and design phase by preparing the plans, estimates, and specifications package; and

WHEREAS, the San Mateo County Transportation Authority (TA) issued a Call for Projects for the 2025 Measure A and Measure W Highway Program on July 11, 2025, and

WHEREAS, the City of East Palo is seeking \$525,000 in grant funds for the Woodland Avenue Street Improvement Project design; and

WHEREAS, the TA requires the Sponsor's (City of East Palo Alto's) governing board to adopt a resolution:

1. Supporting the Project and application for \$525,000 in TA Measures A and W Highway Program funds for Project;
2. Committing the Sponsor to the begin work within one year of an award and to the completion of the requested scope of work for the Project, including the commitment of matching funds in the amount of \$175,000 needed for implementation;
3. Certifying that any funds awarded by the TA will be used to supplement existing funds for program activities and will not replace existing funds or resources; and
4. Authorizing the Sponsor's City Manager, or designee, to sign a supplemental agreement and any amendments of the TA's Primary Grant Agreement with the TA [and/or other parties, if applicable] for TA Measures A and W Highway Program funding for the Project and to take any other actions necessary to give effect to this resolution and execute applicable amendments.

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

1. Directs the City Manager, designee, to submit an application to the San Mateo County Transportation Authority for Measures A and W Highway Program funds for \$525,000 for the Woodland Avenue Street Improvement Project;
2. Authorizes the City Manager, or designee, to execute a sign a supplemental agreement and any amendments of the TA's Primary Grant Agreement with the San Mateo County Transportation Authority or other parties, if applicable, to encumber TA Measures A and W Highway Program funds;
3. Commits to the completing the Project, including appropriating \$175,000 of matching funds from the Capital Improvement Fund needed for the requested Project's scope of work implementation, if the requested TA funds are awarded;
4. Certifies that any funds awarded by the TA will be used to supplement existing funds for program activities, and will not replace existing funds or resources;
5. Authorizes the City Manager, or designee, to take any other actions necessary to give effect to this resolution and execute applicable amendments; and
6. Finds that the proposed action does not constitute a "project" with the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines sections 15378(b)(4) and (5) in that it is a governmental fiscal, organizational or administrative activity that will not result in direct or indirect changes in the environment.

PASSED AND ADOPTED this 7th day of October 2025, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Martha Barragan, Mayor

ATTEST:

APPROVED AS TO FORM:

James Colin, City Clerk

John D. Lê, City Attorney



EAST PALO ALTO CITY COUNCIL STAFF REPORT

DATE: October 7, 2025

TO: Honorable Mayor and Members of the City Council

VIA: Melvin E. Gaines, City Manager

BY: James Colin, City Clerk

SUBJECT: Proclamation of the City of East Palo Alto Declaring October Domestic Violence Awareness Month

Recommendation

Present the proclamation.

Attachments

1. Proclamation

PROCLAMATION OF THE CITY OF EAST PALO ALTO DESIGNATING OCTOBER 2025 AS DOMESTIC VIOLENCE AWARENESS MONTH

WHEREAS, more than one in three women and one in four men and one in two transgender individuals experience some form of physical or sexual violence and/or stalking by their intimate partner in their lifetime; and

WHEREAS, the marginalization of certain groups in society, including undocumented individuals, transgender individuals, and people living with disabilities, increases their vulnerability to domestic violence; and

WHEREAS, there were 8,275 requests for service through Community Overcoming Relationship Abuse (CORA)'s 24-hour crisis hotline and law enforcement referrals last year, and 2,378 adults and teens received community education on healthy relationships and the impact of intimate partner abuse; and

WHEREAS, in San Mateo County, 94 adults and children were provided emergency shelter, and 76 households were provided longer term rental assistance to escape their abusers last year; and

WHEREAS, 485 adults and children received therapy to help them with domestic violence-related trauma, and CORA fielded 1,925 requests for legal assistance; and

WHEREAS, the City of East Palo Alto recognizes the critical need for city-wide services in order to support our residents; and

WHEREAS, intimate partner violence continues to be among the most under-reported crimes and San Mateo County is committed to eliminating all forms of intimate partner abuse.

NOW, THEREFORE, BE IT PROCLAIMED that the City Council of the City of East Palo Alto hereby designates the month of October 2025 as Domestic Violence Awareness Month, to raise awareness about and encourage all residents to do their part to help rid our community of intimate partner violence.

Dated: October 7, 2025



Martha Barragan, Mayor



EAST PALO ALTO CITY COUNCIL STAFF REPORT

DATE: October 7, 2025

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 the September 23, 2025 minutes.

Attachments

1. September 23, 2025 Minutes



EAST PALO ALTO CITY COUNCIL STUDY SESSION AGENDA

Tuesday, September 23, 2025, 5:00 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 Barragan at 5:03 PM.

Attendee Name	Title	Status	Arrived
Martha Barragan	Mayor	Present	
Mark Dinan	Vice Mayor	Present	
Carlos Romero	Councilmember	Present	
Ruben Abrica	Councilmember	Present	
Webster Lincoln	Councilmember	Remote	

2. APPROVAL OF THE AGENDA

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

3. APPROVAL OF CONSENT CALENDAR

There were no consent calendar items during this meeting.

4. CLOSED SESSION

4.1 CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION Significant Exposure to Litigation Pursuant to Government Code Sections 54956.9(d)(2), 54956.9(e)(1) One Potential Matter

Ravneel Chaudhary provided public comment.

The City Council adjourned into Closed Session, provided direction to staff, and reported no action taken.

5. STUDY SESSION

5.1 Development of Legislative Platform for City of East Palo Alto

Orly Amey, Assistant to the City Manager, provided a presentation on the Development of Legislative Platform. Ken Brown, Ashley Badesch, and Ashley Walker provided support in the presentation.

Council provided feedback.

5.2 Sidewalk Vending Ordinance - Key Provisions Discussion

Denise Garcia, Assistant to the City Manager, provided a presentation on the Sidewalk Vending Ordinance.

Council provided feedback.

6. ADJOURNMENT

The meeting was adjourned at 9:00 PM



EAST PALO ALTO CITY COUNCIL STAFF REPORT

DATE: October 7, 2025
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)	Dinan	Lincoln	Times vary	375 Beale Street Suite 700 San Francisco	Housing
Bay Area Water Supply and Conservation Agency (BAWSCA) Meeting Agendas (bawsc.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	Dinan	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	Lincoln	Every Third Thursday of Every other month	Virtual	Transportation
Peninsula Clean Energy JPA Board of Directors - Peninsula Clean Energy	Barragan	Dinan	2075 Woodside Road Redwood City	Every fourth Thursday of every month (except September, November, and December) at 6:30 p.m.	
Re-Think Waste Meetings – RethinkWaste	Lincoln	Dinan	3:30 PM Every 4th Thursday of the Month	Silicon Valley Clean Water Administrative Offices 2 nd floor Pelican Conference Room 1400 Radio Road 2nd floor	
San Francisquito Creek JPA Santa Clara Valley Water District - Board Meetings (legistar.com)	Abrica	Dinan	Every 4 th Thursday of the Month		
San Mateo County Libraries JPA JPA Governing Board San Mateo County Libraries (smcl.org)	Dinan	Abrica	Times and dates vary	125 Lessingia Court, San Mateo	
San Mateo County Office of Emergency Services Department of Emergency Management 	Barragan	Abrica	5:30 PM – 7:00 PM	Virtual	

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	
SFO Airport/Community Roundtable Meetings – SFO Airport/Community Roundtable (sforoundtable.org)	Barragan	Lincoln	Times and dates vary	David J. Chetcuti Community Room 450 Poplar Ave Millbrae, CA 94030	
Economic Development (ED) Strategic Plan City Council Ad Hoc Subcommittee	Dinan	Lincoln	TBD	TBD	



EAST PALO ALTO CITY COUNCIL STAFF REPORT

DATE: October 7, 2025

TO: Honorable Mayor and Members of the City Council

VIA: Melvin E. Gaines, City Manager

BY: Amanjeet Chahal, Building Inspector
Salifu Yakubu, Senior Planner
Elena Lee, Planning Manager
Donald Zhao, Interim Chief Building Official

SUBJECT: Text changes to Title 15 of the City of East Palo Alto Municipal Code (EPAMC), specifically amending Chapter 15.12 to add section 15.12.030 setting forth an expedited, streamlined ministerial permitting process for Electric Vehicle Charging Stations as required by Government Code Section 65850.7.

Recommendation

By motion:

1. Waive the first reading and introduce an ordinance (Attachment 1) establishing an expedited, streamlined permitting process for electric vehicle charging stations by amending Title 15 of the City of East Palo Alto Municipal Code (EPAMC), specifically amending Chapter 15.12 to add section 15.12.030; and
2. Find the proposed Text Amendments to be exempt in accordance with CEQA Guidelines Sections 15061(b)(3), 15378 and 15183 of the California Environmental Quality Act (CEQA).

Alignment with City Council Strategic Plan

This recommendation is primarily aligned with:

- Priority: Land Use, Economic and Workforce Development
- Priority: Public Health, Safety, and Quality of Life
- Priority: Public Infrastructure and Utilities



Background

In 2015, the State of California adopted Assembly Bill (AB) 1236 (2015, Chiu, codified as Government Code Section 65850.7)¹. This legislation requires local jurisdictions with a population of less than 200,000 residents to adopt an ordinance establishing an expedited, streamlined ministerial permitting process for Electric Vehicle Charging Stations (EVCS). The ordinance was to be adopted by September 30, 2017. To strengthen the streamlining provisions of AB 1236, the State also adopted AB 970 in 2021. This bill established specific deadlines for local agencies to complete application completeness reviews and to approve or deny EVCS permits within defined timeframes.

An EVCS is defined as any level of electric vehicle supply equipment (EVSE) that delivers electricity from an external source into a plug-in electric vehicle. AB 1236 refers to recommendations in the most current version of the “Plug-In Electric Vehicle Infrastructure Permitting Checklist” found in the “Zero-Emission Vehicles in California: Community Readiness Guidebook” published by the Governor’s Office of Land Use and Climate Innovation (previously Office of Planning and Research)².

Although the City of East Palo Alto has not yet adopted the ordinance originally required by September 30, 2017, the City has developed internal procedures with the intent to meet the requirements of the new State law. The City already ministerially processes and approves EVCS applications in a streamlined fashion. In fact, the few applications received have, in some cases, been processed more quickly than the timelines mandated by AB 970³. See exhibit A and B of the attached ordinance for more details on the required timelines for completeness review (5-10 business days) and approval or denial (20-40 business days).

The proposed ordinance, attached for consideration, will bring the City of East Palo Alto into full compliance with State law.

Analysis

Assembly Bill 1236 requires jurisdictions with fewer than 200,000 residents to adopt compliant ordinances by September 30, 2017. Ordinances must include a checklist of requirements making permit applications for EVCS eligible for expedited review. The procedures for expedited, streamlined ministerial permitting process (Exhibit A) and application checklist (Exhibit B) are included in the attached ordinance.

The streamlined process must include:

- A checklist containing objective requirements for the installation of an electric vehicle charging station.

¹ Assembly Bill No. 1236: https://leginfo.ca.gov/faces/billTextClient.xhtml?bill_id=201520160AB1236

² Zero-Emission Vehicles in California: Community Readiness Guidebook:
https://lci.ca.gov/docs/ZEV_Guidebook.pdf

³ Assembly Bill No. 970: https://leginfo.ca.gov/faces/billNavClient.xhtml?bill_id=202120220AB970



PUBLIC HEARING 8.1

- A process for electronic submittal of permit applications.

The checklist (Exhibit B of the attached ordinance) requires the applicants to provide information on various aspects of their existing electrical service including:

- Service rating in amperes
- System voltage
- Connected or calculated electrical load
- Spare capacity in amperes
- Voltage and ampere rating of the electric vehicle supply equipment
- Circuit rating of the electric vehicle supply equipment
- Location of the electric vehicle supply equipment
- Whether ventilation is required
- Equipment clearances to ensure compliance with all applicable building and fire safety laws.

Additionally, the checklist helps applicants verify that the location of the electric vehicle supply equipment complies with vehicle clearance requirements as specified in the City's Building and Construction Code.

Government Code Section 65850.7 allows the City's checklist to be based on the "Plug-In Electric Vehicle Infrastructure Permitting Checklist" in the "Zero-Emission Vehicles in California: Community Readiness Guidebook" of the Governor's Office of Land Use and Climate Innovation. Assembly Bill 1236 (2015) also clarifies that a local jurisdiction shall not condition permit approval for an EVCS on approval from a homeowners' association as defined in California Civil Code, Section 4080.

Staff recommends that the City Council introduce the attached ordinance for first reading in compliance with Government Code Section 65850.7. Most required procedures, including electronic plan submittal, are currently in place and comply with the requirements of the law and staff will ensure that successful implementation of the fully compliant expedited, streamlined ministerial permitting process is available as soon as the City Council approves and adopts the attached ordinance.

Next Steps

Concurrent with the Council's adoption of the ordinance, staff is taking the necessary steps to ensure full compliance with Assembly Bill 1236 (2015) and AB 970 (2021). This includes:

- Second reading and adoption of the ordinance at least five days from this evening, in addition to publication requirements.
- Finalizing the permit application checklist in alignment with the Governor's Office of Land Use and Climate Innovation's "Plug-In Electric Vehicle Infrastructure Permitting Checklist" of the "Zero-Emission Vehicles in California: Community Readiness Guidebook."



PUBLIC HEARING 8.1

- Confirming electrical code compliance.
- Establishing fire safety standards.
- Developing procedures for expedient and thorough inspections of EVCS by Building and Fire Department personnel.

Fiscal Impact

There is no immediate financial impact or budget action necessary due to the recommended action.

Public Notice

Notice of this agenda item was provided to the public by:

- Posting the City Council agenda on the City's official bulletin board outside City Hall (located at 2415 University Avenue, East Palo Alto).
- Making the agenda and report available on the City's website
- Publishing a legal advertisement in the local newspaper on September 26, 2025, more than ten (10) days prior to the meeting.

Environmental

This Ordinance is not subject to CEQA because it is not a "project" that would result in either a direct physical change or a reasonably foreseeable indirect physical change in the environment, pursuant to the California Environmental Quality Act ("CEQA") Guidelines Section 15378. Even if it were considered a project subject to CEQA review, it would be exempt under CEQA Guidelines Section 15378(b)(2) – Regulatory Actions; Section 15061(b)(3) – the Common Sense Exemption, as there is no possibility that the Buildings and Construction Code, by itself, would have a significant adverse effect on the environment; and Section 15183, because the proposed amendments are consistent with the General Plan and applicable zoning. In addition, the Vista 2035 General Plan EIR satisfies the CEQA requirement for Code amendments.

Government Code § 84308

Applicability of Levine Act: No, as the proposed action does not involve a project's entitlement.

Analysis of Levine Act Compliance: Not applicable.

Attachments

1. Ordinance

ATTACHMENT 1

ORDINANCE NO. XX - 2025

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EAST PALO ALTO

AMENDING TITLE 15 OF THE EAST PALO ALTO MUNICIPAL CODE (EPAMC) BY ADDING A NEW CHAPTER 15.13 (ELECTRIC VEHICLE CHARGING STATIONS) TO ESTABLISH AN EXPEDITED PERMIT PROCESSING FOR ELECTRIC VEHICLE CHARGING STATION PERMITS

WHEREAS, the State of California and the City of East Palo Alto has consistently promoted and encouraged the use of fuel-efficient electric vehicles; and

WHEREAS, the State of California recently adopted Assembly Bill 1236, which requires local agencies to adopt an ordinance that creates an expedited and streamlined ministerial permitting process for electric vehicle charging systems; and

WHEREAS, creation of an expedited, streamlined, ministerial permitting process for electric vehicle charging stations would facilitate convenient charging of electric vehicles and help reduce the City's reliance on environmentally damaging fossil fuels; and

WHEREAS, AB 1236, adopted in 2015, explicitly prohibits imposing discretionary approvals, design restrictions, or use limitations unrelated to health and safety, intending to allow by-right installation of qualifying Electric Vehicle Charging Stations (EVCS); and

WHEREAS, AB 970, enacted in 2021, strengthened the streamlining provisions of AB 1236 by establishing specific deadlines for completeness review and approval or denial timeframes; and

WHEREAS, Title 15 of the City of East Palo Alto Municipal Code, entitled Buildings and Construction, includes various Chapters relating to codes for the construction and installation of buildings and associated services, and the issuance of permits and certificates of inspection; and

WHEREAS, the City Council conducted duly and properly noticed public hearings on October 7, 2025 to consider waiving the first reading and introducing the proposed amendments to Title 15 and considered all evidence, including but not limited to public testimony and the evaluations and recommendations of staff, and finds and determines that the proposed amendments to the City of East Palo Alto Municipal Code are adopted pursuant to the City's police power authority to protect the public health, safety, and welfare; and

WHEREAS, based on the evidence in the administrative record, the City Council finds foregoing recitals are true and correct, and are incorporated by this reference into this action as a legislative finding of fact.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF EAST PALO ALTO DOES ORDAIN AS FOLLOWS:

SECTION 1. TITLE, WORDS AND PHRASES

The terms, phrases, and words used in this text amendment shall be construed in compliance with the definitions set forth by California Government Code Section 65850.7.

SECTION 2. AMENDMENT TO TITLE 15 (BUILDINGS AND CONSTRUCTION)

Title 15 (Buildings and Construction) is hereby amended to add a new Chapter 15.13 (Electric Vehicle Charging Stations) to read in its entirety as follows:

A. Expedited Ministerial Review Process: Consistent with Government Code Section 65850.7, Electric Vehicle Charging Stations shall be permitted and processed through an expedited ministerial review process (Exhibit A) which shall be facilitated by the following:

1. The Building Official or their designee shall develop and implement a framework, consistent with Government Code Section 65850.7, for an expedited administrative permit review process (Exhibit A) for reviewing applications for Electric Vehicle Charging Stations (EVCS).
2. A checklist (Exhibit B), prepared by the Building Official, of all requirements with which electric vehicle charging stations shall comply with in order to be eligible for expedited review.
3. The expedited permit review process and checklist may refer to the recommendations in the checklist prescribed by the most current version of the "Plug-In Electric Vehicle Infrastructure Permitting Checklist" of the "Zero-Emission Vehicles in California: Community Readiness Guidebook" published by the Governor's Office of Planning and Research.
4. The Building Official or their designee shall inform an applicant whether their application for an EVCS is complete or not within five (applications for 25 or fewer charging stations) or 10 (applications for more than 25 charging stations) business days. The applicant must be notified in writing if the application is incomplete and specify what additional information is required.
5. The Building Official or their designee shall approve or deny a permit for an EVSC within 20 days (applications for 25 or fewer charging stations) or 40 (applications for 25 or more charging stations) business days after the application is deemed complete. Application not acted upon in time are deemed approved.
6. The checklist shall be adopted by the City Council and published on the City's website.

B. Application Submittal Requirements:

1. To obtain a permit to install an EVCS, the applicant shall first file an application therefor in writing on a form furnished for that purpose by the Building Official or their designee. Every such application shall contain the following information:
 - a. The location and legal description of the land on which the EVCS would be installed.
 - b. The name of the legal owner of the land on which the EVCS would be installed.
 - c. The alterations or additions, if any, to be made to the site to accommodate the EVCS.
 - d. The name and address of the person who will install the foundations and do any other necessary work that may be required at the site.
 - e. Any such other information as may reasonably be required by the Building Official or their designee.
2. Consistent with Government Code Section 65850.7, the Building Official or their designee shall allow for electronic submittal of permit applications and submittal requirements online above. In accepting such permit applications, the Building Official shall also accept electronic signatures on all forms, applications, and other documentation in lieu of a wet signature by any applicant.
3. Association Approvals: Consistent with Government Code Section 65850.7, the Building Official or their designee shall not condition the approval for any electric vehicle charging station permit on the approval of such a system by a Homeowner's, Business, or other association, as that term is defined by Civil Code Section 4080.

C. Permit Application Processing: All EVCS permit applications shall be processed as follows:

1. An EVCS permit application that satisfies the information requirements in the City's adopted checklist shall be deemed complete and be promptly processed.
2. The Building Official or their designee shall, consistent with Government Code Section 65850.7, approve the EVCS application and issue all necessary permits upon confirmation that the permit application and supporting documents meet the requirements of the City's adopted checklist, and is consistent with all applicable laws.
3. Such approval does not authorize an applicant to energize or utilize the electric vehicle charging station until approval is granted by the City .
4. If the Building Official or their designee determines that the permit application is incomplete, he or she shall issue a written correction notice to the applicant, detailing all deficiencies in the application and any additional information

required to be eligible for expedited permit issuance.

D. Technical Review: It is the intent of this Ordinance to encourage the installation of electric vehicle charging stations by removing obstacles to permitting for charging stations so long as the action does not supersede the Building Official's authority to address higher priority life-safety situations. If the Building Official makes a finding based on substantial evidence that the electric vehicle charging station could have a specific adverse impact upon the public health or safety, as defined in Government Code 65850.7, the applicant may be required to apply for a use permit.

SECTION 3. IMPLIED REPEAL.

Any provision of the City of East Palo Alto or appendices thereto, inconsistent with the provisions of this Ordinance, to the extent of such inconsistencies and no further, are hereby repealed or modified to that extent necessary to effect the provisions of this Ordinance.

SECTION 4. CALIFORNIA ENVIRONMENTAL QUALITY ACT.

This Ordinance is not subject to CEQA because it is not a "project" which would have a direct physical change or a reasonably foreseeable indirect physical change on the environment pursuant to California Environmental Quality Act ("CEQA") Guidelines section 15378. Even if it were a project subject to CEQA review, this project would be exempt from CEQA Guideline Section 15378(b)(2) - Regulatory Actions, Section 15061(b)(3) – The Common Sense Exemption - in that there is no possibility of the Buildings and Construction Code, by itself, having a significant adverse effect on the environment, and Section 15183 because the proposed amendments are consistent with the general plan and zoning as applicable. In addition, the Vista 2035 General Plan EIR meets the CEQA requirement for Code amendments.

SECTION 5. SEVERABILITY.

If any section, subsection, sentence, clause, phrase or word of this Ordinance is for any reason held to be invalid by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have passed and adopted this Ordinance, and each and all provisions hereof, irrespective of the fact that one or more provisions may be declared invalid.

SECTION 6. EFFECTIVE DATE.

This Ordinance shall take effect and be in full force thirty (30) days after the date of its adoption.

SECTION 7. PUBLICATION.

The City Clerk is hereby directed to cause publication of this Ordinance as required by Government Code Section 36933.

INTRODUCED at a regular City Council meeting held **October 7, 2025**, and

PASSED AND ADOPTED at a regular City Council meeting held on _____, 2025, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

SIGNED:

Martha Barragan, Mayor

ATTEST:

APPROVED AS TO FORM:

James Colin, City Clerk

John D. Lê, City Attorney

EXHIBIT A
Electric Vehicle Charging Station (EVCS) Permitting Process

Step 1: Submit Application:

- a. Submit a building permit application for EVCS installation
- b. Application can be online or in person.

Step 2: Completeness Review:

# of Chargers at Site	Review Times
a. ≤ 25 chargers	5 business days
b. > 25 chargers	10 business days

- **If incomplete:** Agency must notify applicant in writing and list specific deficiencies.
- **If complete or no response:** Application is deemed complete.

Step 3: Approval or Denial:

# of Chargers at Site	Decision Times
a. ≤ 25 chargers	20 business days
b. > 25 chargers	40 business days

- **If no action is taken in time:** Application is deemed approved.
- **Denial allowed only if:**
 - A specific, adverse impact on public health/safety is identified.
 - There is no feasible way to mitigate that impact.
 - Supported by substantial evidence in the record.

EXHIBIT B –
Electric Vehicle Charging Station Permit (EVCS) Application Form / Checklist

1. Project Information:

- Project Address / Location
- Assessor's Parcel Number (APN)
- Project Description (include number and type of chargers)
- Contact Info for applicant, contractor, and property owner

2. Application Forms & Approvals:

- Completed Building / Electrical Permit Application
- Contractor License Info

3. Plan Requirements:

- Site Plan:
 - Location of all proposed EV charging equipment
 - Setbacks from property lines
 - Existing structures and parking areas
 - Compliance with ADA accessibility
- Electrical Drawings / Plans:
 - Please provide list of required submittals and calculations
- Structural Plans (if applicable):

4. Equipment Details:

- Provide Manufacturer's Specification etc.

5. Streamlined Review Eligibility:

- Project is limited to EVCS installation (not new buildings)
- Application includes all required information listed above

6. Application Submittal:

- Submit online via City portal
- Submit in-person to Building Division