



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

Wednesday, September 16, 2026, 6:00 PM
East Palo Alto City Hall
2415 University Ave. First Floor
East Palo Alto, CA 94303

NOTICE

This Public Works and Transportation Commission meeting on September 16, 2026 at 6:00PM, will be held virtually and in-person at the Council Chambers located at 2415 University Avenue, First Floor, East Palo Alto, CA 94303. The virtual portion of this meeting will be conducted in accordance with City of East Palo Alto Resolution adopted pursuant to Assembly Bill 361.

The public may participate in the Public Works and Transportation Commission Regular meeting via Zoom meeting or by attending in-person at the Council Chambers at 2415 University Avenue, First Floor, East Palo Alto, CA 94303. Members of the public may provide comments sending an e-mail to engineering@cityofepa.org, submitting a speaker card at the meeting, or using the **RAISE HAND** feature when the Chair or Public Works Commission Clerk calls for public comment.

Please click this URL to join

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

Or join by phone:

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US: +1 669 900 6833 or

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+ 1 301 715 8592

Webinar ID: 891 3162 6166

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

1. CALL TO ORDER AND ROLL CALL

2. APPROVAL OF THE AGENDA

3. APPROVAL OF THE MINUTES

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

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

4. PUBLIC COMMENT

5. SPECIAL PRESENTATIONS

5.1 **Active 101 Active Transportation Program Informational Presentation**

Recommendation:

Receive an informational presentation on the Active 101 Project, the Active Transportation Program (ATP) Active 101 grant application, and receive the associated grant MTC Complete Street checklist.

5.2 **Citywide Sidewalk Infrastructure Assessment Presentation**

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

6. STAFF/COMMISSION ORAL REPORTS

7. DISCUSSION AND ACTION

7.1 **Public Works & Transportation Commission Draft Work Plan Framework**

Recommendation:

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

8. WRITTEN COMMUNICATIONS

8.1 **General CIP Updates**

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

9. FUTURE COMMISSION AGENDA ITEM REQUESTS

9.1 **Future PWTC Item Requests**

Recommendation: Receive requests for future PWTC agenda items.

10. ADJOURNMENT

UPCOMING MEETINGS

REGULAR MEETING	OCTOBER 21, 2026	6:00 PM
REGULAR MEETING	NOVEMBER 18, 2026	6:00 PM
REGULAR MEETING	DECEMBER 16, 2026	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 11, 2026

ATTEST:

Lenina M. Tatakamotonga

Public Works Transportation
Commission Clerk



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

Wednesday, September 16, 2026, 6:00 PM
East Palo Alto City Hall Government Center
2415 University Avenue, First Floor
East Palo Alto, CA 94303

1. CALL TO ORDER AND ROLL CALL

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

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

2. APPROVAL OF THE AGENDA

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

RESULT: APPROVED [UNANIMOUS]

MOTION BY: Chaudhary

SECOND: Sims

AYES: Sumina, Pulido

NOES:

ABSENT: Makoni, Victoria

3. APPROVAL OF THE MINUTES

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

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

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

RESULT: APPROVED [UNANIMOUS]

MOTION BY: Pulido

SECOND: Sumina

AYES: Sumina, Pulido

NOES:

ABSENT: Makoni, Victoria

4. **PUBLIC COMMENT** None.

5. **SPECIAL PRESENTATIONS**

5.1 Canopy Informational Presentation

Recommendation: Receive a general informational presentation from Canopy.

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

Public Comment: None.

5.2 Recology Informational Presentation

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

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

Public Comment: None.

6. **STAFF/COMMISSION ORAL REPORTS**

6.1 General CIP Project Updates

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

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

6.2 Public Works & Transportation Commission Draft Work Plan Framework

Recommendation:

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

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

RESULT: APPROVED

MOTION BY: Chaudhary

SECOND: Pulido

AYES: Pulido, Sims, Makoni

NOES: Sumina

ABSENT: Victoria

7. **DISCUSSION AND ACTION**

None.

8. **WRITTEN COMMUNICATIONS**

None.

9. **FUTURE COMMISSION AGENDA ITEM REQUESTS**

9.1 Future PWTC Item Requests

Recommendation: Receive requests for future PWTC agenda items.

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

10. **ADJOURNMENT**

The meeting was adjourned at 8:12 PM.



COMMITTEE REPORTS 3.1



EAST PALO ALTO PUBLIC WORKS & TRANSPORTATION COMMISSION STAFF REPORT

DATE: September 16, 2026

TO: Public Works & Transportation Commission Members

BY: Lenina M. Tatakamotonga, Administrative Assistant

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

Recommendation

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

Background

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

Public Notice

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

Government Code § 84308

Applicability of Levine Act: No, not applicable.

Analysis of Levine Act Compliance: Not applicable.



COMMITTEE REPORTS 3.1

Attachments

1. Draft PWTC Minutes of July 15, 2026.



EAST PALO ALTO PUBLIC WORKS & TRANSPORTATION COMMISSION STAFF REPORT

DATE: September 16, 2026

TO: Public Works & Transportation Commission Members

BY: Batool Zaro, Senior Engineer

SUBJECT: Active 101 Active Transportation Program Informational Presentation

Recommendation

Receive an informational presentation on the Active 101 Project, the Active Transportation Program (ATP) Active 101 grant application, and receive the associated grant MTC Complete Street checklist.

Public Notice

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

Government Code § 84308

Applicability of Levine Act: No, not applicable.

Analysis of Levine Act Compliance: Not applicable.

Attachments

1. MTC Complete Street Checklist

MTC Complete Streets Checklist - DRAFT

Section 1: Contact and Project Information

Contact Name:

Peter Skinner

Email Address:

skinnerp@samtrans.com

Contact Phone Number:

650-508-6200

Project Sponsor:

San Mateo County Transportation Authority (SMCTA)

County:

San Mateo

Is your project seeking regional discretionary funds or an endorsement?

Regional discretionary funding

Regional Funding Program(s):

Active Transportation Program (ATP)

Project Name/Title:

Active 101 South County Priority Corridors

Project Location:

Unincorporated San Mateo, Redwood City, East Palo Alto

Project Description:

The Active 101 South County Priority Corridors Project includes two segments identified in SMCTA's Active 101 Plan: Bay Road between Woodside Road and 5th Avenue in Redwood City and unincorporated San Mateo County (0.9 miles) and East Bayshore Road between Menalto Avenue and Willow Road in East Palo Alto (0.5 miles). Improvements include separated bikeways, crossing enhancements, ADA upgrades, traffic calming, and bus stop improvements. The corridors serve SamTrans Routes 270, 276, 281, 296, and 397.

Project Phase(s):

Preliminary Engineering (PE), Environmental (ENV), Design Engineering (PSE), Right-of-Way Acquisition (ROW), Construction (CON)

Project Mode(s):

Bicycle, Pedestrian, Roadway Transit (bus, light rail, streetcar), Driver/Automobile

Do you think your project qualifies for a Statement of Exception from the Complete Streets Policy?

No

Do you think your project qualifies for a Statement of Exception from the Transit Priority Policy for Roadways?

No

Section 2: Pedestrian, Bicycle, and Transit Planning

Relevant plans this project helps to implement:

Bicycle, Pedestrian and/or Active Transportation Plan(s), Vision Zero/Local Roadway Safety Plan/Systemic Safety Analysis Report/Comprehensive Safety Action Plan

Details on plan recommendations affecting the project area (with adoption date):

The project implements recommendations from Redwood City's Walk Bike Thrive Active Transportation Plan (adopted June 2022), which identifies a Class IV cycle track on Bay Road between Woodside Road and Florence Street as part of the Citywide Bicycle Network. The project advances the portion of this recommendation between Woodside Road and Fifth Avenue.

The project aligns with recommendations from the East Palo Alto Bicycle Transportation Plan (adopted October 2017), which identifies a Class III bicycle facility on East Bayshore Road. The proposed bicycle improvements along East Bayshore Road advance the Plan's vision for improving bicycle connectivity and comfort along the corridor.

The project implements recommendations from the Active 101: US 101 San Mateo County Crossings Improvement Implementation Plan (adopted March 2026), which identifies the Bay Road and East Bayshore Road corridors as priority projects for improving walking and biking access along and across US 101. The project advances the Plan's recommendations by implementing the corridor improvements identified for both Bay Road and East Bayshore Road to improve safety, connectivity, and comfort for people walking and biking.

Does the project area contain segments of the regional Active Transportation (AT) Network?

Yes

If yes, describe how the project adheres to NACTO and/or PROWAG guidelines:

The Project is consistent with NACTO's Designing for All Ages & Abilities guidance and the U.S. Access Board's Public Rights-of-Way Accessibility Guidelines (PROWAG). The selected improvements prioritize low stress, comfortable, and accessible travel for people of all ages and abilities through the use of separated bikeways, a bicycle boulevard supported by traffic calming, enhanced pedestrian crossings, ADA-compliant curb ramps, and continuous pedestrian facilities. These treatments are tailored to the roadway context and reduce conflicts with vehicle traffic, lower vehicle speeds, improve crossing safety, and enhance accessibility for children, older adults, and persons with disabilities. The Project's focus on comfort, accessibility, and safety aligns with state and national best practices for creating inclusive active transportation networks.

Is there a MTC Mobility Hub within the project area?

No

Is the project on a known High Injury Network (HIN) or has a local traffic safety analysis found a high incidence of bicyclist/pedestrian-involved crashes?

Yes

Summary of traffic safety conditions and traffic safety countermeasures:

The Project corridors have documented safety challenges for people walking and biking and overlap multiple High Injury Networks (HINs). Most of the Bay Road corridor is located on the Countywide HIN, with incorporated portions also identified on the Youth HIN. In East Palo Alto, East Bayshore Road, portions of Saratoga Avenue, and all of Newbridge Street are located on the HIN, with Newbridge Street also identified on the Youth HIN.

Between 2014 and 2024, 14 bicycle injury crashes and 10 pedestrian injury crashes were recorded along the Project corridors. Seventy-five percent of injury collisions occurred at intersections. More than half of all collisions involved drivers improperly turning and pedestrian right-of-way violations, and 80 percent of pedestrian collisions occurred in a crosswalk at an intersection. Additionally, 45 percent of all collisions involved children and seniors, and 50 percent of collisions occurred at night.

To address these issues, the Project includes three major safety measures:

Infrastructure elements included in this phase of the project:

Class 2 Bike Lane or Buffered Bike Lane, Class 3 Bicycle Boulevard / Slow Street, Class 4 Separated Bikeway, Sidewalk Gap Closure, New Crosswalk, Updated Crosswalk/Crosswalk Enhancements, Pedestrian Safety Island(s), Curb Extensions (including Bus Bulbs), New Traffic Signal or Control Device

Will the project help to improve active transportation or transit in an Equity Priority Community (EPC)?

Yes

Census tract(s) designated as EPCs affected by this project:

612000, 610201, 610400, 610500

Will the project integrate green infrastructure?

No

Section 3: Compliance and Exception Review

Is this project in compliance with MTC Complete Streets Policy (Resolution 4493)?

Yes

Is this project in compliance with the MTC Transit Priority Policy for Roadways (Resolution 4739)?

Yes

Transit agency (or agencies) serving the project community:

SamTrans (San Mateo County Transit District), AC Transit (Alameda-Contra Costa Transit District)

Did the transit agency notify you that they do NOT have service in your project area?

Yes

Has a local BPAC reviewed this Checklist?

No

Summary of BPAC meeting comments:

To be scheduled. The checklist will be submitted to the local BPAC for review at a future meeting.

Generated on: 8/31/2026

This is a DRAFT version - not yet submitted



EAST PALO ALTO PUBLIC WORKS & TRANSPORTATION COMMISSION STAFF REPORT

DATE: September 16, 2026

TO: Public Works & Transportation Commission Members

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

SUBJECT: **Citywide Sidewalk Infrastructure Assessment**

Recommendation

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

Public Notice

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

Government Code § 84308

Applicability of Levine Act: Not applicable.

Analysis of Levine Act Compliance: Not applicable.



EAST PALO ALTO PUBLIC WORKS & TRANSPORTATION COMMISSION STAFF REPORT

DATE: September 16, 2026

TO: Public Works & Transportation Commission Members

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

SUBJECT: Public Works & Transportation Commission Draft Work Plan Framework

Recommendation

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

Background

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

Analysis

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

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

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

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

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

Deliverables:

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

Public Notice

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Government Code § 84308

Applicability of Levine Act: Not applicable

Analysis of Levine Act Compliance: Not applicable



EAST PALO ALTO PUBLIC WORKS & TRANSPORTATION COMMISSION STAFF REPORT

DATE: September 16, 2026

TO: Public Works & Transportation Commission Members

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

SUBJECT: General CIP Project Updates

Recommendation

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

Background

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

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

Active Construction Updates

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

General Updates:

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

Project Updates

1. Citywide Lighting Improvements Project

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

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

2. University Avenue Grand Corridor Project

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

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

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

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

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

4. University Avenue Signal Improvements

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

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

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

5. East Bayshore Safety Improvements Project

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

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

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

6. Cummings Loft Project

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

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

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

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

7. Rail Spur Trail and Garden Street SRTS Improvements Project

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

8. Residential Permit Parking Program

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

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

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

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

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

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

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

10. Woodland Avenue Improvements Project (ST-33)

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

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

Public Notice

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

Government Code § 84308

Applicability of Levine Act: Not applicable

Analysis of Levine Act Compliance: Not applicable



EAST PALO ALTO PUBLIC WORKS & TRANSPORTATION COMMISSION STAFF REPORT

DATE: September 16, 2026

TO: Public Works & Transportation Commission Members

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

SUBJECT: Future PWTC Item Requests

Recommendation

Receive requests for future PWTC agenda items.

Background

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

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

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

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