



City/School Liaison Committee Minutes



City/School Liaison Committee Meeting Wednesday, November 19, 2008

8:15 AM to 9:30 AM
City of Palo Alto Civic Center
Council Conference Room
250 Hamilton Ave
Palo Alto

In Attendance:

City of Palo Alto

Pat Burt, Council Member, Chair of Committee
Larry Klein, Mayor
Steve Emslie, Deputy City Manager
Steven Turner, Senior Planner
Katie Whitley, Administrative Assistant

Palo Alto Unified School District

Camille Townsend, Board Member
Melissa Baten Caswell, Board Member
Bob Golton, District Co-Chief Business Officer

Handouts: **All handouts can be viewed in the City Manager's office at 250 Hamilton Ave**

Meeting convened at 8:20 a.m.

1. Oral Communications: None

2. Approval of Minutes from September 24, and October 22

September 24 minutes will be held for approval until the December 17 meeting. October 22 minutes passed 4-0 with a motion to pass from Mayor Klein and a second from Ms. Baten Caswell.

The Stanford Housing Impact Item was moved to the end of the agenda to accommodate Mayor Klein's conflict.

3. Meeting Schedule for 2009:

Chair Burt suggested to the Committee that a schedule is created for the 2009 City School Liaison Committee meetings and pick the discussion topics from a list Mr. Emslie put together from the past 3 years of agendas.

Ms. Baten Caswell pointed out the schedule should be a draft because the new members of the Committee may want to decide on the final schedule and topics.

Chair Burt asked for thoughts on priority setting. He said one of the things he recalled was there were a couple of regularly scheduled meetings that were not penciled in at the right time due to school closure for breaks and would prefer in the draft meeting dates those conflicts are addressed.

Ms. Baten Caswell said the District calendar is posted on the web. Mr. Emslie said he and Ms. Whitley would sit down and put the draft calendar together and make adjustments where necessary.

Mr. Golton asked for the draft as soon as possible to make room accommodations.

Chair Burt asked if the day of the regular meeting works for the District because it falls the morning after their night meeting. Everyone said it was fine to continue at this day and time.

Chair Burt said the second item on the 2008 list of topics was January approval of priorities that can get scheduled in.

Ms. Baten Caswell said the sharing of budgets is very helpful and should be an annual activity.

Chair Burt said to also include which month would be appropriate for the topics as the list is discussed.

Mr. Golton said in January would be a good time to discuss the District Budget. Ms. Baten Caswell said enrollment should also be discussed at the same time.

Chair Burt said it sounded like there were two enrollment issues to be discussed. One issue being estimated enrollment in December and the other issue is 11th Day and to discuss in September.

Chair Burt said if priority setting is on the January agenda and both the District's and City's budgets it may be too packed of an agenda to discuss enrollment unless it ties into the budget. Ms. Baten Caswell said it ties into the budget.

Chair Burt asked which other items stood out as priorities. Ms. Baten Caswell said housing numbers and felt it was important to keep that an ongoing item.

Chair Burt said there were several housing related items including the topic on today's agenda. There might be one or two times throughout the year it may be appropriate to discuss the housing items. He asked Mr. Emslie what he thought would be the right months to discuss the milestones.

Mr. Emslie said the deadline to submit the housing element is June of 2009 and having a meeting during the public outreach portion would be helpful which would be in spring or early summer.

Chair Burt said as a place holder for a spring meeting the topic would be Update on ABAG/Housing Element and before January have Mr. Emslie and Ms. Whitley come back with the more specific proposal of which months for the things that are being put on the schedule in a general sense right now.

Ms. Townsend said Joint Library Programs was a helpful discussion. Ms. Baten Caswell said specifically related to that, getting the plans and schedule for the new library would be a good discussion.

Chair Burt said Joint Library Programs and Update on the City's Bond Implementation could go together in one meeting. Mayor Klein said he thought the items should be separate because later in the year the City would have a clearer picture of the precise schedule.

Ms. Baten Caswell said she could wait until September for a more complete update on the Library Bond Implementation.

Chair Burt said for the September meeting the 11th day enrollment and asked if that is when the Back to School Update will go as well. Ms. Baten Caswell said yes so the Library issue should move to the October meeting.

Chair Burt said City and school financing measures as opposed to budget. Ms. Baten Caswell asked if there was anything on the ballot for either organization. Ms. Townsend asked if there should be an update on the District's Bond Projects.

Ms. Baten Caswell said an update on the District's Bond Projects could be presented to the Committee before October.

Mr. Golton said the revised plan was due to come out and a safe timeframe would be the end of March or in April.

Ms. Baten Caswell said the traffic impacts were an important discussion topic. Mr. Emslie said there was a quarterly meeting just on traffic.

Ms. Townsend said the rest of the School Board was very interested in the update from the last meeting regarding the Town and Country traffic signal. She said those

type of updates are very important to the school community and would encourage regular updates.

Mayor Klein asked if Trader Joe's has broken ground. Mr. Emslie replied no, but it should be open for the holidays in 2009.

Chair Burt asked if the Committee wanted to go ahead with the December 17 meeting and have on the agenda the update on Trader Joe's. Mr. Golton said the District could push the enrollment issue up to December 17.

Chair Burt said Ms. Baten Caswell pointed out 2 items that are natural candidates for annual discussion. One item is emergency preparedness and the other Safe Routes to School. He said the emergency preparedness had no fixed date so could go on any month that does not already have items scheduled.

Mr. Emslie said the Safe Routes to School item was discussed with the other traffic update items as part of one of the traffic devoted meetings.

Chair Burt asked if the Safe Routes to School update should be broken up into different meetings part being about the bike and walk to school events and other activities, and the other being specific project interaction between transportation department and design things like Charleston/Arastradero.

Mr. Emslie suggested the updates where the PTA's Traffic Safety Committee presents once a year in the fall but in the spring bring the other safe routes to school and any coordination issues. It will be good input as the budget gets put together. He said the City could provide an update on the City Transportation Plan with an emphasis on how it relates to schools in February.

Mayor Klein asked if there would be an update on the grant that was received from the State in the amount of \$1.5 million for updates to Alma and San Antonio. Mr. Emslie said there could be an update.

Chair Burt said another element to this update could be any changes that are occurring in bus scheduling as the Center for Jewish Life opening is coming up and how it impacts school commutes.

Mayor Klein suggested inviting a member from the Center for Jewish Life to attend the meeting to provide information as to what types of activities are planned for the Center. Mr. Emslie suggested this topic be discussed in May.

Chair Burt asked if there would be benefit to having a designee of the Planning and Transportation Commission to be involved in discussion about traffic impacts and development. Mr. Emslie said yes.

Chair Burt said in one meeting look at both the Center for Jewish Life and its community impact and look at the traffic impact with the other developments going up in that area. Mr. Emslie said that could be done.

Ms. Baten Caswell asked if public transportation should be an update as part of the traffic updates. Mr. Emslie said it would be appropriate to discuss at one of the traffic update meetings and suggested February as the month to do that because it would be in line with the budget process for Staff.

Chair Burt said the transportation aspects include: Safe Routes to School, Bike Safety, the City Transportation Plan Update, public transportation, and the nexus between new development and transportation to schools.

Mr. Emslie said February's meeting would include nexus between new development and transportation to schools and the Center for Jewish Life. He said there would be a separate meeting for the program aspects of the Center for Jewish life at the following meeting either in March or April.

Mayor Klein said he would like to see an update on the Climate Protection Plan. Chair Burt said there are two halves with the Climate Protection Plan update and the broader environmental sustainability.

Ms. Baten Caswell asked if both topics could be covered at the same meeting. Mr. Emslie said yes.

Ms. Townsend asked when that would happen. Chair Burt said there is an annual update on the Climate Protection Plan but that there was no specific month it needed to happen.

Mayor Klein said he the City was in the process of hiring an Environmental Coordinator who would be on board in March or April. He thought it would be good to have that person appear at the meeting for the update. He also said Earth month is in April and the Youth Council is considering putting on a Youth Fair which involves PAUSD students. He thought part of the April or May agenda should cover this topic.

Chair Burt said if the purpose is to report back on activities to the Committee, April or May would be good but if the purpose was to look at additional coordination it should be moved up. Mayor Klein said March would be the month to discuss these topics.

Chair Burt said two other items that are related for the District are the School Bond Measure and the Strategic Plan Update. He asked if the bond measure is being folded into the Strategic Plan. Mr. Golton said yes, it was a subset.

Mr. Golton said the capital plan as related to the bond measure update would be in April.

Chair Burt said as a wrap up on this topic is youth activities needs to be agendized but Mr. Emslie and Ms. Whitley would come back with a draft calendar and list of potential meeting topics at the December meeting.

4. Stanford Expansion Impact on Housing:

Mr. Emslie introduced Steven Turner, Senior Planner, to present a brief overview of the housing needs analysis that was presented to the Planning and Transportation Commission and City Council as a Study Session last Monday.

Mr. Turner said the project includes the Stanford Medical Center seeking to add about a 1.3 million square feet. Based on the analysis this would include 2,243 net add jobs and 1,301 net added employee households. The Stanford Shopping Center is seeking to add 360,000 square feet having a net add of 957 jobs and 555 employee households. In addition, Stanford Shopping Center is looking to add a 120 room hotel on Arboretum and Quarry. The City has formally reviewing the project since August of last year. At that time the Environmental Review started for those projects. At the presentation to Council it was stated that there were no housing units as part of either of the projects. However, the comments from the Planning Commission, community and City Council were these projects would generate more employment and therefore generate more housing needs for these employees. As part of the EIR the City is specifically looking at how many employees would be generated by each project and how much housing would be required for these. The question was then how much of that housing should be in Palo Alto. There are a few different ways to approach this question but it has not been finalized yet.

Ms. Townsend asked if that was projected local housing. Mr. Turner said it was region wide. Chair Burt said it was the housing impact of the jobs without specifying the location where that housing would have to be supplied.

Mr. Turner talked about the analysis for Stanford Medical Center and Stanford Shopping Center regarding the number of net new households that could be provided based upon the adjusted median income level from the county. The housing units required at each income level are very different between the shopping center and medical center. The shopping center has more housing units required for lower income folks because the skill level required working retail versus skill level required to work in the medical field. More detail is provided in the PowerPoint presentation Mr. Turner passed out.

Mr. Turner talked about key policy considerations. One of the questions to be answered was what portion of the added worker households should be added to Palo Alto. There are many factors to consider and nothing has been finalized

because input is being gathered from the community, City Council and the Planning and Transportation Commission.

Chair Burt said there are many complexities in this project.

Mr. Emslie said he wanted to follow up on Mr. Turner's presentation with a comment about the general use permit (GUP) that governs Stanford campus. The City of Palo Alto has the hospital, shopping center and portions of the medical school in the City limits. The academic campus is in Santa Clara County which is governed by the Board of Supervisors. The University has a GUP adopted in 2000 which lays out a development plan for the next 25 years. In that GUP Stanford was allowed to build significant numbers of academic space and a lot of that construction has been completed. Stanford also received entitlement to build 3,000 housing units on campus. The GUP established thresholds so that when academic construction reached a certain level, housing had to be built with it. The threshold requires Stanford to build out 2,400 units to be able to use all the non residential academic square footage. There are 600 units not required to be built for any threshold purpose. There are 2 sites close to the hospital on Quarry already designated for housing that only need to go through the County Architectural Review Board. This housing is already in the District.

Ms. Baten Caswell asked for clarification on the part that is governed by City of Palo Alto is the medical center, shopping center and part of the medical school. Mr. Emslie said yes.

Ms. Townsend asked what the timeline is for housing that has already been approved. Mr. Emslie said the smaller single family homes have started being built on El Camino.

Chair Burt said he wanted to sum up what are the interests of all parties involved. He said there are some parallels but they don't all align. He said this is the largest single project development in the history of Palo Alto based on square footage. The hospital development is for 3 purposes: seismic upgrade, modernization and expansion.

Chair Burt said he was concerned about the fast track to the passing of the next GUP and the long term implications being greater than is being realized. When the last GUP went through it was a 2 or 3 year community debate this is not another GUP but is endorsing the framework for the next GUP and can have very large implications and is a very truncated timeline and truncated public process. He said in the long run it could have a very large impact on the City and the PAUSD.

Chair Burt said one of the key things on the transportation side is within Stanford's program in the last GUP and current one, a no net peak commute trips. Having that drives very aggressive alternative transportation policies.

Ms. Townsend asked if even in this growth there was to be a no net peak commute. Mr. Emslie said yes.

Ms. Townsend asked about the general timeline for the project. Mr. Turner said the hospital has broken down their development into 2 phases. The first would end at 2015 with about 60% built and the second would be by 2025 with the remainder.

Chair Burt said he suggested that in December in addition to discussion about Trader Joe's traffic signal and projected enrollment, there is also a discussion a follow up to the Stanford Hospital and Stanford Shopping Center Expansion.

Meeting Adjourned at 9:40.