



School/City Liaison Committee Summary Minutes



School/City Liaison Committee Meeting Wednesday, July 12, 2006

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

Larry Klein, City Councilmember, Chair
Dena Mossar, City Councilmember
Steve Emslie, Director of Planning and Community Environment
Emily Harrison, Assistant City Manager
Mary Underhill, Administrative Assistant
Gayle Likens, Transportation Manager
Elizabeth Ames, Senior Engineer, Public Works
Andy Coe, Planning Consultant
Sgt. Steve Herrera, Police Department
Roger Cwiak, Engineering Manger, Utilities

Palo Alto Unified School District

Jerry Matranga, Deputy Superintendent
Barb Mitchell, Board Member
Gail Price, Board Member
Kathy Durkin, Manager of Auxiliary

Handouts: City of Palo Alto and PAUSD Planning & Communication Memo and attachments "Monitoring Data for Multi-family Development in Palo Alto"
PAUSD Neighborhood Schools: Enrollment & How get to School 1993-2006
PowerPoint Presentation on Joint Library Projects

Meeting convened at 8:17 a.m.

1. Oral Communications:

Mr. Martin believes three things needed by the City's libraries needs to improve functionality include:

- Adopt the Link+ system
- RFID
- Offsite storage to increase the valuable floor space by moving low circulating books from the main bookshelves to a storage area on another floor

2. Charleston/Arastradero Corridor Status Report:

Emily Harrison reported that some underground utilities items and the Arbor Real project are going to delay this project's completion despite the City having fast-tracked the project, and brought representatives from three City departments – Planning, Public Works, and Utilities – to give an update.

Andy Coe brought a map of the area to assist in explaining the project. He assured the Committee members that the City is committed to getting this project done but it wouldn't completely meet the August 21 target because of the many things happening simultaneously in this corridor.

In December the City Council approved funding for this two-year trial using the Stanford Research Park traffic impact fees under development in the corridor. After the system is installed, it will be evaluated and monitored by the City, and input from the community and users of the corridor will be solicited. After all possible information is gathered, a decision will be made on the project's efficacy – a total success, make some alterations, or abandon and return to its former state.

Phase I –The objectives of but the important points are as follows:

- The School Board's approval on moving summer school from Gunn to Paly will allow the Gunn High School improvements to be finished by August 21.
- The temporary new striping will be in place by the time school opens and permanent striping about the first week after school opening.
- Reduction of some lanes from four to two to improve access to the schools. Maintain the four-lane configuration as it is now at major intersections (Fabian/Charleston, Charleston/Middlefield, Alma/ Charleston. These measures are designed to improve bicycle and pedestrian safety, and maintain present traffic flow
- From Fabian to Alma – Reduce from four lanes to two with left turn pockets; make bike lane enhancements. Add a few crosswalks, making some lighted later in the year; improve signalization coordination between Fabian and Alma.
- Improve bicycling network along Charleston

- At Hoover school – Maintain two lanes in front of the school, reduce from four lanes to two as part of the regular configuration; one through lane; maintain a right curve lane in front of the school so people entering Hoover will not block the through lane going westbound on Charleston toward Alma. Striping should be in place the first day of school.
- From Fabian to El Camino – the railroad tracks prevent much change here; Maintain the four-lane configuration, do some re-striping, widen the median, add a bike lane network on both sides of the street.
- From Arastradero to Gunn high school – Phase I - no changes in the road in terms of four lanes to two. That should happen next summer if all goes according to plan. The major improvements are adding a dedicated right turn lane into the school; adding a dedicated third lane, two through lanes and a dedicated third lane that will go into Gunn High school, be a free-flowing right turn lane into Gunn High School so that traffic that wants to go to Gunn can get into that lane and keep moving into Gunn; extend the two-lane throat of Gunn going back further into the parking lot, so the combination of these things should help move traffic in that section and reduce congestion. That work is on schedule. It will be open for the first day of school, August 21.

The Phase I changes above will be evaluated for the next year and a half, and input will be taken from everyone on how satisfactory the plans are.

Phase II:

- Alma to El Camino – Not much change: resurface, re-stripe it with minor changes, and narrow the bike lanes, put in a 6-foot median.
- El Camino Real through Gunn up to Miranda: This is the major work of Phase II. Go from four lanes to two. It's best to get the Gunn intersection improvement in first, especially the dedicated right turn lane, see what effect that has, and then decide when and how to proceed with the rest of Arastradero. So next summer, if all goes as planned, there will be four lanes to two from El Camino up to Miranda.

Elizabeth Ames from the Public Works Department reported that it has a contractor in place for the grading/paving work. She explained how they were going to perform the work. It is a two-step process comprised of a chip layer and a slurry seal. They'll be removing the striping, close one lane, then prep the road and do some crack sealing. The traffic control plan is worked out with Transportation and coordinated with Utilities. Around August 4 the chip layer starting from Fabian all the way to El Camino will be done, a two- or three-day process that will necessitate closing two lanes. It will be done so the street is not closed down completely. After that they'll put down the slurry seal. This will take a bit longer because of drying time. Transportation will reroute pedestrian traffic from the Montrose crossing to Fabian crossing during this work as a temporary safety measure. After this, the temporary striping of the crosswalks will occur. This striping will be completed by the time school opens, permanent striping a week after that.

A seven-day notice will be sent out before doing the chip seal, and closing of the driveways temporarily with a 24-hour notice to the residents so they are not trapped in their driveways, also a 72-hour posting that the police department will enforce.

Roger Cwiak from Utilities said a lot is going to happen in the next month between Alma and El Camino. Gas and sewer contracts have been approved. There's work in three different areas: work resulting from the development from Arbor Real; two other utility projects, and a water and gas project. The acceleration of the projects causes interference with the sewer work needed between Alma and El Camino; between Park and Wilkie. The contractor is in place and will start the week of the 24th. The work will be done by pipe bursting because the size of the new development will necessitate upsizing this sewage line.

The developer will replace the sewer on Wilkie Way and will be replacing some laterals that have come off of El Camino during the week of the 17th of July.

The Arbor Real project will require the developer to upsize the gas main and the City will inspect it.

A crossing under the railroad from W. Charleston to E. Charleston up to Park will be bored under Alma and under the tracks. This is the first time in the United States that a railroad has allowed a plastic crossing to be bored across its right of way. Utilities will be doing some paving work for Public Works because the contractor will have the permit to be within the railroad's right of way.

A water line on Park Boulevard will be replaced in November of this year.

Some piping work can't be coordinated with the City's other work in this area to avoid tearing up and repaving this portion of the road, but Utilities will re-slurry after its done.

The Arbor Real project wasn't in the original Corridor plans, and that project has had some delays that held up the City's work

City staff expressed its appreciation for Penny Ellison's liaison with the community during this project and said the City is preparing advisories for neighborhood groups to explain the status of the project. Mr. Coe has also met with everyone living along the corridor at least once.

The information on this project will go to the City Council in an informational report.

3. City School Population Projections:

Mr. Matranga said a planning communication model was offered to the audience. The School District would like to improve the data and tracking of its progress. The report is intended to give confidence to the community that the School District is considering the impact of development on the schools. There were three objectives: 1) that the School District and the City would have timely information; 2) that they would routinely and collaboratively assess the accuracy of that information; 3) and

they would respond effectively to questions and concerns in the community and get input.

As part of the PAUSD annual demographic study in the fall the projected student rates will be compared to the actual. Throughout the year PAUSD and the City will be assessing the level of accuracy of the student yields.

The City will engage the demographer used by PAUSD to evaluate needed projects that pose questions that are not answered in the district's annual survey. The information would be available through the same demographer that PAUSD is using.

Council Member Klein had some questions about the impact of enrollment and how much assessed value it takes to educate a child or what would be the impact if you had to add another classroom; what the tipping point is when you have to open another school and the cost for doing that.

Mr. Matranga said a lot of the answers hinge on Board policy. The District will be studying this with the Attendance Area Review Committee, looking at triggering points for opening a school. For example, if the District had to open an elementary school, the overhead cost alone would be over \$600,000 a year and would probably lose significant lease income (example: \$650,000 for Garland). No research has ever shown any educational value in having a smaller school; it's the smaller class size that makes the difference, 15:1 being ideal.

Mr. Matranga said when we had the parcel tax election Mr. Martin alleged that it costs \$10,000 to educate a child. But this doesn't mean that if you add another student it costs you \$10,000, or if you lose a student you save \$10,000, or if you lose a voluntary transfer student you'd save \$10,000. Projecting enrollments is looking at the laws of large numbers, something like insurance policies. We will be able to come to answers to these questions as the Attendance Area Group finishes its work and as the Board looks at the trigger points and refines its policies in those areas.

Council Member Klein said he was looking at it more as a cost/benefit approach. When we get a new development before the City Council, what revenue is this going to produce and what are the costs from for the City and the School District? Because of the school impact fees and property taxes, adding one child yields a profit. When you get to 20 additions, you've got to add one classroom and a teacher. One teacher is roughly \$100,000, so that 20th student has a real impact on the District and when you get to numbers like for instance, 500, you have to open another elementary school, so that 500th kid has a price tag of over \$1 million.

Assistant City Manager Emily Harrison said this is analogous to other City services. For example, our tipping point is the new fire station that's required because we got to X level, or to maintain police response time.

Council Member Dena Mossar said we need a general construct that outlined tipping points for a series of things like utilities and fire stations, park space. This would be extremely complicated to do. The time to do it is not when you're

reviewing a development but with a once a quarter review, perhaps when you get within 50% of a level in an area, you consider the impact fees.

Board Member Price said she was wondering if in this matrix we report where we are relative to full build out for this community. How many undeveloped or underdeveloped properties are there?

Planning Director Steve Emslie said that's what we tried to do with the two charts. We understand that this is preliminary. The second chart gives a sense of potential over the next plan period. We're in the process of updating the Comprehensive Plan. The comp plan EIR suggested that when we hit approximately 75% of our projected growth, which we have, you should reevaluate your Comp Plan. That's when we started to prepare the comp plan update. We've got Council approval on budget, we've got that assignment to look at the land use assumptions that were put down in the 1997 Comp Plan, to update that and recommend land use changes based on the kind of analysis that you're talking about here, the economic impacts, is this throwing off the right kind of revenue that is going to eventually support the quality of life that the Comp Plan envisions. So it's that analysis is really going to be one of the underpinnings of the update that we have.

City staff also received a Council assignment to deal with the parcels that are currently zoned residential but used commercially. We're not waiting for the Comp Plan to propose short-term measures that the City could impose for land use restrictions on these parcels, limiting or somehow restricting housing on this for the short term while the Comp Plan analysis is done. We predict about an 18-month or two-year process for doing the Comp Plan update. These parcels on the second sheet that are currently zoned residential and used commercially will be dealt with before that time per Council direction. Council will discuss this with the Council on August 7.

Board Member Price asked what the plan is for updating the housing element part of the comp plan.

Mr. Emslie said ABAG distributes housing numbers to the various cities and counties in its jurisdiction. We anticipate getting new housing numbers next year 2007, and then we'll be given a period of time to prepare a new housing element to take us through the next 5-7 year planning period. So we're nearing the end of our planning horizon year for the current housing element.

Board Member Mitchell asked will the overachievement over the past five years accrue as a credit for the next five years.

Mr. Emslie said they will take that into account, and we'll make certain they are aware of our progress. The toughest to meet is in the lower income category. We've done quite a bit with this but we probably won't make it. The *goals* are set; you should provide the *opportunity* for these units to be built, you're not judged on actually getting them done. ABAG determines if your policies are legitimate and

conducive to having the units built. Very few cities will meet their housing goals. We are in compliance with state laws for our housing element; they have certified it.

Board Member Mitchell asked if it would be possible on this form, or is there another way, to obtain the same sort of periodic updates with regard to the property tax yield per development, the square footage per development which has implications for the developer fees? The objective is to be proactive so that the volume and perhaps the pacing of projects are influenced. Does the City Council have a copy of the District's 2000 Schoolhouse Services economic analysis of estimated school facilities needs related to new housing projects?

Mr. Matranga replied, no, they don't. Schoolhouse Services was done for us relative to the developer fee, but it's very comprehensive. It's an economic analysis that does go into both the facilities area in terms of impact per pupil and those sorts of things based on the demographic data.

Board Member Mitchell said that the analysis suggests that about 57 percent of the cost for school facilities associated with new housing through 2010 will not be offset by developer fees. At the same time, the school district is growing and approaching enrollment capacities at the elementary, middle and high schools from turnover in existing housing. The bottom line is that a large portion of school facilities will need to be locally funded and securing school sites, planning construction, and preparing for a bond measure will require significant lead time and resources.

Council Member Mossar said all the questions and concerns brought up are legitimate, and it's important that all City departments share information and work from the same numbers. Sharing these numbers with each other will make it more likely that we can reach some overarching agreement between the School District and the City about our future vision, something that should be reflected in the Comprehensive Plan. There are other fundamental policy concerns to keep in mind regarding stratification of the community and diversity of the community.

Board Member Mitchell said the timing for these discussions is perfect because it coincides with the Comp Plan update and the enrollment growth planning being done at the District. We may need another in-depth economic analysis based on the new demographic data so that we aren't forced to compromise on important values like school and class size.

Ms. Harrison said we need to work together and share demographic information to come up with a coordinated economic analysis, which is part of the Comp Plan.

Board Member Price said to keep in mind that the School District is in a different situation than the City. We lack the flexibility other departments do - we can't refuse enrollment to new students and thus, we must provide services and space. One small thing we can do is to tighten up on the enforcement for students who don't live within our boundaries.

Board Member Mitchell added we need to keep in mind that the political process can be long for locating new schools, and lead time needs to be considered.

Mr. Matranga said our Attendance Area Committee and the Board are looking at trigger points and we hope to have some information by January or February. The April Facility Master Plan will take into account the demographics and the site the District has sold those in which we retain some interest, etc.

Council Member Mossar said these have been very fruitful discussions. But what's next? Where's this going?

Ms. Harrison said staff will be putting the monthly report in the Council packet. We've heard interesting ideas on other information to share with the Council, and that'll go forward. We also have an interest in having a study session or a joint meeting between the School Board and the City Council. That hasn't been put together yet. Having different viewpoints together in one meeting would be very useful. Other information to be shared with the Council is the developer fee report. The demographic information will be posted on the Web site.

Mr. Matranga said we are planning a workshop that anyone can attend to inform the community how the City tracks the data. The Board and the Council need to understand how the process goes. This information needs to be posted on the City's Web site.

Council Member Klein said winding up, we need to push for the joint meetings of the full City Council and School Board rather than have members screen the information and pass it on.

4. Status Report on City/School Library Discussions:

Ms. Harrison reported the library director has resigned and we're in the recruitment process for her replacement. In the meantime, Diane Jennings is the interim director and a consultant is working on a contract basis to assure we retain the momentum for completing library's master plan on time.

We're asking the Council to approve having the City auditor undertake an audit of library operations. This audit will answer questions about efficiencies and help us move forward on finding ways to improve efficiencies. This comes to the Finance Committee next week for its approval.

5. Future Meetings and Agenda Items

It would be helpful to note on each agenda the date of the next meeting.

An item for the next agenda is an update on our progress with environmental stewardship.

We need to have a report on the efforts for getting the two governing bodies together to talk.

The September agenda is usually taken up with a report on how the school opening went. This year it'll be important to hear how the opening went in the Charleston/Arastradero corridor.

Next Meeting: September 27.

Meeting adjourned at 9:45

Next Agenda:

- Update on Environmental Stewardship