



STAFF REPORT

City Council

Meeting Date:

4/15/2025

Staff Report Number:

25-057-CC

Consent Calendar:

Consider and adopt two resolutions to accept funding from the Metropolitan Transportation Commission Climate Program Implementation and Transit-Oriented Communities Planning Grants

Recommendation

Staff recommends the City Council adopt two resolutions accepting the Metropolitan Transportation Commission Climate Program Implementation Electric Vehicle (EV) Charging Infrastructure and Transit-Oriented Communities (TOC) Planning grants. The resolution for the EV Charging Infrastructure Grant is included as Attachment A and the resolution for the TOC Planning Grants is included as Attachment B.

Policy Issues

The grants relate to three of the top City Council priorities for fiscal year 2024-25: climate action, safe routes and housing. Regarding the climate action priority, the City has a 2030 Climate Action Plan (CAP) that provides a strategic roadmap to achieve carbon neutrality by 2030. CAP strategy 2 and 3 aim to increase EV sales and access to EV charging within the community. CAP strategy 5 aims to eliminate fossil fuel use from City operations by 2030. The EV Charging Infrastructure grant would support Capital Improvement Program (CIP) projects included in the CAP furthering the City's sustainability goals.

Regarding the safe routes priority, Menlo Park's Complete Streets Policy, Transportation Master Plan (TMP), and Vision Zero Action Plan prioritize safe, multimodal access to the Menlo Park Caltrain Station. The Parking Management grant is consistent with the policies and programs associated with Goal CIRC-7 of the Circulation Element to utilize strategies to provide efficient and adequate vehicle parking.

Regarding the housing priority, a goal of the City's 2023-31 Housing Element is to create housing opportunities at all income levels across the City. The Housing Policies grants address several key Housing Element programs, including Program H2.E to prepare an Anti-Displacement Plan and Programs H4.A (Amend the Below Market Rate Inclusionary Zoning Regulations), H4.B (Modify BMR Guidelines Regarding Allocations) and H4.C (Increase Commercial Linkage Fee). These programs demonstrate the City's commitment to exploring ways to strengthen the City's below market rate (BMR) housing program and provide opportunities for affordable housing across the City, particularly in high resource areas such as along the transit corridor.

Background

The Metropolitan Transportation Commission (MTC) is the regional transportation planning and funding agency serving the nine-county San Francisco Bay Area. In October 2021, MTC and the Association of Bay Area Governments (ABAG) adopted Plan Bay Area 2050 after a multi-year process beginning in 2019. Plan Bay Area 2050 identifies strategies for housing, economic growth, transportation and the environment to make the Bay Area more resilient and equitable over the next 30 years. Consistent with the Plan Bay Area

2050 goals, MTC adopted Resolution No. 4530 in 2023, establishing the Transit-Oriented Communities (TOC) Policy. The TOC Policy encourages jurisdictions to support higher-density residential and commercial developments near transit hubs, promoting equitable access and reducing greenhouse gas (GHG) emissions.

In September 2024, MTC issued a call for projects under the Climate Program Implementation and TOC Planning Grants to provide funding for the implementation of Plan Bay Area 2050 strategies. The TOC Policy Planning Grants included programs to support Specific Plans and Zoning Changes, Housing Policy Development, Parking Management, and Station Access and Circulation. The TOC Policy Planning Grants are intended to assist agencies in achieving compliance with MTC's TOC Policy. The Climate Program Implementation Grant included a specific program focused on community EV Charging Infrastructure.

The City submitted applications for three TOC Planning Grants (Housing Policy Development, Parking Management, and Station Access and Circulation) and one application for an EV Charging Infrastructure Grant for a project to install EV charging stations at multiple strategic locations across the city. On Feb. 14 the MTC board approved the Planning Grant awards. On March 14 the MTC board approved the Climate Program Implementation Grant for EV charging infrastructure.

Analysis

A separate resolution is required to accept funds from each of the two grant programs. The two resolutions are presented to City Council in this report as a single agenda item for agenda efficiency and to facilitate expedient compliance with MTC requirements. Staff would coordinate across departments to implement the projects associated with the separate grants. Information regarding the scope of the funded projects and key timelines for each program are included in the following sections.

EV Charging Infrastructure Grant

The City was awarded \$2,297,000 to support the installation of publicly accessible EV chargers at City Hall and downtown parking plazas 7 and 8. Additional information about the locations of the planned installations, numbers and types of chargers are included in Table 1.

Table 1: EV Charging Infrastructure Grant charger details			
Location	Address	Charger type	Charging ports (#)
City Hall Administrative lot	701 Laurel St.	Dual-port Level 2	24
City Hall Council Chambers lot	751 Laurel St.	Dual-port Level 2	12
Public Parking Plaza 7	720 Menlo Ave.	Dual-port DC fast	4
Public Parking Plaza 8	643 Doyle St.	Dual-port DC fast	4
Total			44

The installation of EV chargers at these locations is part of three existing capital projects that are currently in the preliminary design phase. These projects include: CPE002 Electric Vehicle Chargers at City Facilities, CPS006 Parking Plaza 7 Renovations, and CPS007 Parking Plaza 8 Renovations. This grant will enable these projects to proceed with design and construction. City staff are working closely with MTC on implementation and future agreements related to this work will be brought to City Council.

TOC Transportation Planning Grants

The City was awarded \$600,000 through the Parking Management and Station Access and Circulation Grants.

Parking Management Grant

The Parking Management Grant provides all grant awardees with \$200,000 for a standardized scope of work where MTC will manage the consultants responsible for the work. The scope builds on the City's current parking study funded by a 2023 MTC parking management grant, transitioning from strategy development to implementation. The grant funding will guide the process of revising parking codes to eliminate parking minimums, establish maximums, enhance bicycle parking standards, and adopt a comprehensive Transportation Demand Management (TDM) framework.

Station Access and Circulation Grant

The Station Access and Circulation Grant award for \$400,000 includes conducting a comprehensive access gap analysis, prioritizing active transportation improvements, and developing a Mobility Hub design near the Caltrain station. Improvements will include prioritizing the implementation of "All Ages and Abilities" infrastructure such as protected bike lanes, pedestrian crossings and enhanced wayfinding. By addressing first- and last-mile connections, the project will improve multimodal access and safety, supporting Menlo Park's Complete Streets Policy and Vision Zero Action Plan. Deliverables include concept designs and an implementation plan.

TOC Housing Policies Grants

MTC made approximately \$2 million available for one-time grants to support the development and adoption of housing policies that focused on the production, preservation and protection of affordable housing. Policies must apply to all TOC areas at a minimum. The TOC Policy applies to parcels within a half-mile radius of existing or planned stations served by trains, bus rapid transit or ferries. Menlo Park has one TOC area around the Caltrain Station. For the Housing Policies grant, work must be completed within 24 months of project initiation.

Anti-displacement program implementation

With the focus on protection policies, the City was awarded \$250,000 to advance several anti-displacement programs identified in the Housing Element and Environmental Justice Element. Specifically, the grant funding will be used to focus on the review and development of a just cause eviction ordinance, access to legal assistance for tenants, and a rental assistance program to help ensure all Menlo Park residents have access to safe, sanitary and stable homes.

The scope of work for this grant will be further refined in consultation with MTC. The intent is to develop these policies and programs in tandem with the City's current effort to develop an Anti-Displacement Strategy per Housing Element Program H2.E.

Grand Nexus and Feasibility Study

The City submitted a joint application with the cities of Belmont, Brisbane, Daly City, Redwood City, San Bruno and San Mateo to fund a Grand Nexus and Feasibility Study to increase affordable housing production. Awarded \$500,000, the funding will enable the participating jurisdictions to create or update their inclusionary housing and commercial linkage fee policies. This process was already underway through 21Elements, the County's planning and housing collaborative, when the TOC funding opportunities were announced. The funding will help offset the project costs for each of the jurisdictions. The purpose of the study is to analyze and implement best practices with regard to adjusting the inclusionary thresholds and commercial linkage fee levels. The analysis proposes to include a mix of affordability targets and minimum on-site production that will lead to the highest below market rate production for the City. The nexus study is

a key component for Housing Element Program H4.A in amending the City's BMR inclusionary housing regulations. A request for proposals (RFP) for consultants to prepare the study was released April 1.

Impact on City Resources

The EV Charging Infrastructure award is \$2,297,000 and an 11.47% local match of approximately \$297,600 is required. There are currently sufficient funds in the existing CIP budget for this match. Once the MTC grant funds are obligated, the City would be reimbursed for the approved \$2,297,000.

The TOC Transportation Planning Grant awards of \$200,000 for Parking Management and \$400,000 for Station Access and Circulation will fully cover the grants' scope of work. No local match is required.

The TOC Housing Policies Grants include \$250,000 for anti-displacement to support staff costs to develop the identified anti-displacement programs and \$500,000 for the multi-city Grand Nexus Feasibility Study. Additional funding for contract services may be required to supplement the funding for the Grand Nexus and Feasibility Study depending on the responses received from the RFP.

Total grant awards from MTC total \$3,147,000 direct to the City and \$500,000 shared through a multi-city effort.

Environmental Review

This proposed action is exempt from environmental review because it does not qualify as a project and will not result in a direct or reasonably foreseeable indirect physical change in the environment pursuant to California Environmental Quality Act Guidelines §§15378.

Public Notice

Public notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting.

Attachments

- A. Resolution of Local Support accepting the MTC Climate Program Implementation EV Charging Infrastructure Grant
- B. Resolution committing to take steps to comply with MTC's TOC policy to receive funding through the Housing Policy Development, Parking Management and Station Access, and Circulation Planning Grant Programs

Report prepared by:

Ori Paz, Management Analyst II

Catrine Machi, Senior Transportation Planner

Tim Wong, Housing Manager

Report reviewed by:

Rachael Londer, Sustainability Manager

Deanna Chow, Community Development Director

Azalea Mitch, Public Works Director

RESOLUTION NO. XXXX**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MENLO PARK
AUTHORIZING THE FILING OF AN APPLICATION FOR FUNDING
ASSIGNED TO METROPOLITAN TRANSPORTATION COMMISSION
AND COMMITTING ANY NECESSARY MATCHING FUNDS AND
STATING ASSURANCE TO COMPLETE THE ELECTRIC VEHICLE (EV)
CHARGING INFRASTRUCTURE PROJECT**

WHEREAS, The City of Menlo Park (herein referred to as Applicant) is submitting an application to the Metropolitan Transportation Commission (MTC) for \$2,297,000 in funding assigned to MTC for programming discretion, which includes federal funding administered by the Federal Highway Administration (FHWA) and federal or state funding administered by the California Transportation Commission (CTC) such as Surface Transportation Block Grant Program (STP) funding, Congestion Mitigation and Air Quality Improvement Program (CMAQ) funding, Carbon Reduction Program (CRP) funding, Transportation Alternatives (TA) set-aside/Active Transportation Program (ATP) funding, and Regional Transportation Improvement Program (RTIP) funding (herein collectively referred to as Regional Discretionary Funding) for the City of Menlo Park Long Term EV Charging Infrastructure Project (herein referred to as Project) for the Capital Program Implementation Grant for Charging Infrastructure (herein referred to as Program); and

WHEREAS, the United States Congress from time to time enacts and amends legislation to provide funding for various transportation needs and programs, (collectively, the Federal Transportation Act) including, but not limited to the Surface Transportation Block Grant Program (STP) (23 U.S.C. § 133), the Congestion Mitigation and Air Quality Improvement Program (CMAQ) (23 U.S.C. § 149), the Carbon Reduction Program (CRP) (23 U.S.C. § 175), and the Transportation Alternatives (TA) set-aside (23 U.S.C. § 133); and

WHEREAS, state statutes, including California Streets and Highways Code §182.6, §182.7, and §2381(a)(1), and California Government Code §14527, provide various funding programs for the programming discretion of the Metropolitan Planning Organization (MPO) and the Regional Transportation Planning Agency (RTPA); and

WHEREAS, pursuant to the Federal Transportation Act, and any regulations promulgated thereunder, eligible project sponsors wishing to receive federal or state funds for a regionally-significant project shall submit an application first with the appropriate MPO, or RTPA, as applicable, for review and inclusion in the federal Transportation Improvement Program (TIP); and

WHEREAS, MTC is the MPO and RTPA for the nine counties of the San Francisco Bay region; and

WHEREAS, MTC has adopted a Regional Project Funding Delivery Policy (MTC Resolution No. 3606, revised) that sets out procedures governing the application and use of Regional Discretionary Funding; and

WHEREAS, Applicant is an eligible sponsor for Regional Discretionary Funding; and

WHEREAS, as part of the application for Regional Discretionary Funding, MTC requires a resolution adopted by the responsible implementing agency stating the following:

- the commitment of any required matching funds; and

- that the sponsor understands that the Regional Discretionary Funding is fixed at the programmed amount, and therefore any cost increase cannot be expected to be funded with additional Regional Discretionary Funding; and
- that the Project will comply with the procedures, delivery milestones and funding deadlines specified in the Regional Project Funding Delivery Policy (MTC Resolution No. 3606, revised); and
- the assurance of the sponsor to complete the Project as described in the application, subject to environmental clearance, and if approved, as included in MTC's federal Transportation Improvement Program (TIP); and
- that the Project will have adequate staffing resources to deliver and complete the Project within the schedule submitted with the project application; and
- that the Project will comply with all project-specific requirements as set forth in the Program; and
- that Applicant has assigned, and will maintain a single point of contact for all FHWA- and CTC-funded transportation projects to coordinate within the agency and with the respective County Transportation Agency (CTA), MTC, Caltrans, FHWA, and CTC on all communications, inquires or issues that may arise during the federal programming and delivery process for all FHWA- and CTC-funded transportation and transit projects implemented by Applicant; and

WHEREAS, that Applicant is authorized to submit an application for Regional Discretionary Funding for the Project; and

WHEREAS, there is no legal impediment to Applicant making applications for the funds; and

WHEREAS, there is no pending or threatened litigation that might in any way adversely affect the proposed Project, or the ability of Applicant to deliver such Project; and

WHEREAS, Applicant authorizes its Executive Director, General Manager, or designee to execute and file an application with MTC for Regional Discretionary Funding for the Project as referenced in this resolution; and

WHEREAS, MTC requires that a copy of this resolution be transmitted to the MTC in conjunction with the filing of the application.

NOW, THEREFORE, BE IT RESOLVED, that the Applicant is authorized to execute and file an application for funding for the Project for Regional Discretionary Funding under the Federal Transportation Act or continued funding; and

BE IT FURTHER RESOLVED, that Applicant will provide any required matching funds; and

BE IT FURTHER RESOLVED, that Applicant understands that the Regional Discretionary Funding for the project is fixed at the MTC approved programmed amount, and that any cost increases must be funded by the Applicant from other funds, and that Applicant does not expect any cost increases to be funded with additional Regional Discretionary Funding; and

BE IT FURTHER RESOLVED, that Applicant understands the funding deadlines associated with these funds and will comply with the provisions and requirements of the Regional Project Funding Delivery Policy (MTC Resolution No. 3606, revised) and Applicant has, and will retain the expertise, knowledge and resources necessary to deliver federally-funded transportation and transit projects, and has assigned, and will maintain a single point of contact for all FHWA- and CTC-funded transportation projects to coordinate within the agency and with the respective

County Transportation Agency (CTA), MTC, Caltrans, FHWA, and CTC on all communications, inquires or issues that may arise during the federal programming and delivery process for all FHWA- and CTC-funded transportation and transit projects implemented by Applicant; and

BE IT FURTHER RESOLVED, that Project will be implemented as described in the complete application and in this resolution, subject to environmental clearance, and, if approved, for the amount approved by MTC and programmed in the federal TIP; and

BE IT FURTHER RESOLVED, that Applicant has reviewed the Project and has adequate staffing resources to deliver and complete the Project within the schedule submitted with the project application; and

BE IT FURTHER RESOLVED, that project will comply with the requirements as set forth in MTC programming guidelines and project selection procedures for the program; and

BE IT FURTHER RESOLVED, that in the case of a transit project, applicant agrees to comply with the requirements of MTC's Transit Coordination Implementation Plan as set forth in MTC Resolution No. 3866, revised; and

BE IT FURTHER RESOLVED, that in the case of a highway project, Applicant agrees to comply with the requirements of MTC's Traffic Operations System (TOS) Policy as set forth in MTC Resolution No. 4104; and

BE IT FURTHER RESOLVED, that in the case of an RTIP project, Project is included in a local congestion management plan, or is consistent with the capital improvement program adopted pursuant to MTC's funding agreement with the County Transportation Agency (CTA); and

BE IT FURTHER RESOLVED, that Applicant is an eligible sponsor of Regional Discretionary Funding funded projects; and

BE IT FURTHER RESOLVED, that Applicant is authorized to submit an application for Regional Discretionary Funding for the Project; and

BE IT FURTHER RESOLVED, that there is no legal impediment to Applicant making applications for the funds; and

BE IT FURTHER RESOLVED, that there is no pending or threatened litigation that might in any way adversely affect the proposed Project, or the ability of Applicant to deliver such Project; and

BE IT FURTHER RESOLVED, that applicant authorizes its Executive Director, General Manager, City Manager, or designee to execute and file an application with MTC for regional discretionary funding for the project as referenced in this resolution; and

BE IT FURTHER RESOLVED, that a copy of this resolution will be transmitted to the MTC in conjunction with the filing of the application; and

BE IT FURTHER RESOLVED, that the MTC is requested to support the application for the Project described in the resolution, and if approved, to include the project in MTC's federal TIP upon submittal by the project sponsor for TIP programming.

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I, Judi A. Herren, City Clerk of Menlo Park, do hereby certify that the above and foregoing City Council Resolution was duly and regularly passed and adopted at a meeting by said City Council on the fifteenth day of April, 2025, by the following votes:

AYES:

NOES:

ABSENT:

ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Official Seal of said City on this ___ day of April, 2025.

Judi A. Herren, City Clerk

RESOLUTION NO. XXXX**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MENLO PARK
COMMITTING TO TAKE STEPS TOWARD ACHIEVING COMPLIANCE WITH
THE METROPOLITAN TRANSPORTATION COMMISSION'S (MTC'S)
TRANSIT-ORIENTED COMMUNITIES (TOC) POLICY AS A CONDITION FOR
MTC TO ALLOCATE REGIONAL DISCRETIONARY FUNDING TO THE
HOUSING POLICY DEVELOPMENT, PARKING MANAGEMENT AND STATION
ACCESS AND CIRCULATION PLANNING GRANT PROGRAMS**

WHEREAS, the MTC adopted Resolution No. 4530, the TOC Policy; and

WHEREAS, the TOC Policy incentivizes local jurisdictions to plan and zone for higher residential and commercial densities in areas within one half-mile of existing and planned fixed-guideway transit stops and stations to support the region's transit investments and implement key GHG reduction strategies from Plan Bay Area 2050; and

WHEREAS, incentivizing local jurisdictions to also adopt policies focused on increasing housing production of all types, particularly affordable housing production, preservation and protection, commercial anti-displacement and stabilization, parking management, and transit station access and circulation further supports regional transit investments and Plan Bay Area 2050 implementation; and

WHEREAS, in 2023 MTC identified Menlo Park Caltrain a Tier 3 TOC Transit Station Service in Menlo Park; and

WHEREAS, MTC conditions the allocation of regional discretionary funding for fixed-guideway transit extension projects on compliance with the TOC Policy; and

WHEREAS, MTC anticipates that future regional funding, such as the One Bay Area Grant (OBAG) program, will consider compliance with the TOC Policy as part of the prioritization and project selection process starting with OBAG 4, expected in 2026; and

WHEREAS, the TOC Policy establishes different compliance expectations for existing and planned station areas based on the level of transit service; and

WHEREAS, the TOC Policy identifies four TOC Policy areas (density, housing affordability, parking, and access/circulation); and

WHEREAS, on September 30, 2024 the MTC announced a Call for Projects for Transit-Oriented Communities (TOC) Planning and Implementation Grants, and informed local jurisdictions of a November 22, 2024 deadline for submittals of Applications, as well as grant application guidance and requirements including compliance with the Transit-Oriented Communities Policy; and

WHEREAS, the City of Menlo Park submitted grant applications to MTC for \$300,000 for Housing Policy Development for anti-displacement policy and programs; \$200,000 for Parking Management; \$400,000 for Station Access and Circulation; in response to the MTC's Call for TOC Planning and Implementation Projects; and

WHEREAS, the City of Belmont submitted a grant application to MTC for \$620,000 for the Multi-

jurisdictional Grand Nexus and Feasibility Study in the Housing Policy Development (Production) area in response to the MTC's Call for TOC Planning and Implementation Projects;

WHEREAS, the City of Menlo Park is one of seven jurisdictions in San Mateo County participating in the Multi-jurisdictional Grand Nexus and Feasibility Study;

WHEREAS, the City of Belmont accepted a grant award from MTC for \$500,000 for the Multi-jurisdictional Grand Nexus and Feasibility Study in response to the MTC's Call for TOC Planning and Implementation Projects; and

NOW, THEREFORE, BE IT RESOLVED, that the City of Menlo Park accepts a grant award from MTC for \$250,000 for Housing Policy Development; \$200,000 for Parking Management; and \$400,000 for Station Access and Circulation in response to the MTC's Call for TOC Planning and Implementation Projects; and

BE IT FURTHER RESOLVED, that the City of Menlo Park intends to work cooperatively with the City of Belmont and other cities on the Multi-jurisdictional Grand Nexus Study, with partial funding provided by the grant award from MTC; and

BE IT FURTHER RESOLVED, that the City of Menlo Park commits to completing the City's tasks associated with the Multi-jurisdictional Grand Nexus and Feasibility Study work scope following an MTC grant award by applying for these funds; and

BE IT FURTHER RESOLVED, that the City of Menlo Park commits to completing the associated Housing Policy Development for anti-displacement policy and programs, Parking Management and Station Access and Circulation work scopes following an MTC grant award by applying for these funds; and

BE IT FURTHER RESOLVED, that the City of Menlo Park intends to adopt relevant plans, policies or zoning updates emerging from the work completed through the Housing Policy Development, Parking Management and Station Access and Circulation grants to comply with the TOC Policy requirements for Housing Policy Development, Parking Management and Station Access and Circulation; and

BE IT FURTHER RESOLVED, that the city manager or designee is hereby authorized to submit the resolution and finalize the scope of work to execute the TOC Planning and Implementation Projects.

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I, Judi A. Herren, City Clerk of Menlo Park, do hereby certify that the above and foregoing City Council Resolution was duly and regularly passed and adopted at a meeting by said City Council on the ___ day of April, 2025, by the following votes:

AYES:

NOES:

ABSENT:

ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Official Seal of said City on this ___ day of April, 2025.

Judi A. Herren, City Clerk