



# CITY COUNCIL ACTION MINUTES

Special Meeting  
June 12, 2023

The City Council of the City of Palo Alto met on this date in the Council Chambers and by virtual teleconference at 5:30 P.M.

Present In Person: Burt, Kou, Lauing, Lythcott-Haims, Stone, Tanaka, Veenker

Present Remotely:

Absent:

## Closed Session

- ~~1. CONFERENCE WITH LABOR NEGOTIATORS City Designated Representatives: City Manager and his Designees Pursuant to Merit System Rules and Regulations (Ed Shikada, Kiely Nose, Sandra Blanch, Tori Anthony, Molly Stump, and Jennifer Fine) Employee Organization: Service Employees International Union, (SEIU) Local 521, Utilities Management and Professional Association of Palo Alto (UMPAPA), Palo Alto Peace Officers' Association (PAPOA), Palo Alto Police Management Association (PMA), International Association of Fire Fighters (IAFF) local 1319, Palo Alto Fire Chiefs' Association (FCA); Authority: Government Code Section 54957.6 (a) Item removed from Agenda~~

## **REMOVED FROM AGENDA**

## Special Orders of the Day

2. Proclamation honoring AACI (Asian Americans for Community Involvement)

## **NO ACTION**

## Study Session

3. Bi-Annual Discussion with the Independent Police Auditor

## **NO ACTION**

# ACTION MINUTES

## Consent Calendar

Council Member Tanaka registered a no vote on Agenda Item Number 7-8.

Mayor Kou registered a no vote on Agenda Item Number 6.

**MOTION:** Council Member Lythcott-Haims moved, seconded by Council Member Veenker to approve Agenda Item Numbers 4-12.

**MOTION PASSED 4-5, 9-12: 7-0**

**MOTION PASSED 6: 6-1, Kou no**

**MOTION PASSED 7-8: 6-1, Tanaka no**

4. Approval of Three Contract Amendments to Citywide Landscaping Services Contracts to extend the terms to September 30, 2023 and Increase Compensation as Follows: (1) Amendment No. 1 to Contract with BrightView Landscape Services, Inc. (C18170810A) with an increase of \$305,606; (2) Amendment No. 1 to Contract with Gachina Landscape Management, Inc. (C18170810B) with an increase of \$19,972; and (3) Amendment No. 2 to Contract with Grassroots Ecology (C18170810C) with an increase of \$15,520; CEQA Status – Categorically Exempt 15301 and 15304.
5. Authorize Amendment No. 2 to Contract No. C20175537 with Kennedy Jenks Consultants, Inc. to extend the term of the contract for the Primary Outfall Line Project (WQ-19002) through December 31, 2027
6. Approve the Grade Separation Evaluation Criteria For Evaluating Alternatives Under Consideration for Grade Separation Projects. CEQA status – Categorically exempt under CEQA Guidelines section 15262
7. Adoption of Memorandum of Agreement with Utility Management and Professional Association of Palo Alto (UMPAPA) effective upon adoption through June 30, 2025, and Adopt revised Management and Professional salary schedule; CEQA Status - Not a project
8. Approval of a Purchase of Panasonic ToughBook Replacement Equipment for Police and Fire in the amount of \$422,007 with Datec Incorporated Utilizing an NCPA Cooperative Agreement; and Approval of a Purchase of Replacement CradlePoint Modems with DiscountCell, Incorporated for Police and Fire in the Amount of \$168,801 Utilizing a NASPO Cooperative Agreement; and a Budget Amendment in the Information Technology Fund; CEQA Status—not a project
9. Approval of Office of City Auditor Electronic Payment Process and Controls Audit Report; CEQA Status – Not a Project

# ACTION MINUTES

10. SECOND READING: Adoption of a Permanent Ordinance Amending Titles 18 and 21 to Implement State Housing Legislation from the 2021 Legislative Session, Including SB 9. Environmental Analysis: Exempt from Environmental Analysis under CEQA Guidelines Section 15061(b)(3) and Government Code Sections 66411.7(n) and 65852.21(j). The Planning and Transportation Commission (PTC) has recommended Council adopt the ordinance. (FIRST READING: May 22, 2023 PASSED 7-0)
11. Approval of a Protocol for Council Member Co-Hosting of Neighborhood Town Hall Meetings
12. Approval of 2023-2024 Boards, Commissions and Commission Committees Work Plans:
  - A. Architectural Review Board
  - B. Historic Resources Board
  - C. Park and Recreation Commission
  - D. Planning and Transportation Commission
  - E. Public Art Commission
  - F. Stormwater Management Oversight Committee
  - G. Utilities Advisory Commission

## Action Items

13. Direction on Operating Model for Palo Alto Animal Shelter, Which May Include: Negotiating A New Agreement with Pets In Need; Moving to In-House Service Delivery; and/or Issuing a New Request For Proposals. CEQA Review – Not a Project

**MOTION:** Council Member Lauing moved, seconded by Council Member Tanaka to direct staff to negotiate an agreement with Pets In Need (PIN) and bring back to Council in August with the following amendments and review:

1. No Trap/Neuter/Return (TNR) changes, through language such as: “Both parties will work together to develop a transparent and humane feral cat program reflective of municipal best practices and the impact on public health and wildlife, and that maintains the current practice where PIN does not release feral cats or cause them to be released.”
2. Review on the number of surgeries
3. Higher revenue opportunities

# ACTION MINUTES

4. Consider a possible 3-year contract
5. Level of service and termination clause
6. Reporting and oversight
7. Spayed and neutered metrics

**MOTION PASSED: 7-0**

14. Approval of Homekey Lease Agreement with LifeMoves for use of 1237 San Antonio Road for a term of nine years and Revenue Agreement with Santa Clara County to enable the County to execute an operating agreement with LifeMoves for interim housing operations

**MOTION:** Council Member Burt moved, seconded by Vice Mayor Stone to call the question (limit the debate).

**MOTION PASSED: 6-1, Tanaka no**

**MOTION:** Council Member Veenker moved, seconded by Council Member Lauing to:

- A. Approve a Homekey Lease Agreement with LifeMoves for use of 1237 San Antonio Road for a term of nine years, and;
- B. Approve a Revenue Agreement with Santa Clara County to enable the County to execute an operating agreement with LifeMoves for interim housing operations, and;
- C. Consideration of Tier 2 reinstatements deferred until June 19<sup>th</sup> when the Council is reviewing FY24 budget

**MOTION PASSED: 6-1, Tanaka no**

Adjournment: The meeting was adjourned at 12:10 A.M.

# ACTION MINUTES

ATTEST:

APPROVED:

DocuSigned by:  
  
8691CE5898F6400...  
City Clerk

DocuSigned by:  
  
5BE1B1635E4E4B6...  
Mayor

NOTE: Action minutes are prepared in accordance with Palo Alto Municipal Code (PAMC) 2.04.160(a) and (b). Summary minutes (sense) are prepared in accordance with PAMC Section 2.04.160(c). Beginning in January 2018, in accordance with [Ordinance No. 5423](#), the City Council found action minutes and the video/audio recordings of Council proceedings to be the official records of both Council and committee proceedings. These recordings are available on the City's website.

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Subject: DocuSign: Council Minutes	
Source Envelope:	
Document Pages: 14	Signatures: 4
Certificate Pages: 2	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelope Stamping: Enabled	Vinhloc Nguyen
Time Zone: (UTC-08:00) Pacific Time (US & Canada)	250 Hamilton Ave
	Palo Alto , CA 94301
	Vinhloc.Nguyen@CityofPaloAlto.org
	IP Address: 199.33.32.254

**Record Tracking**

Status: Original	Holder: Vinhloc Nguyen	Location: DocuSign
8/9/2023 4:08:41 PM	Vinhloc.Nguyen@CityofPaloAlto.org	
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Storage Appliance Status: Connected	Pool: City of Palo Alto	Location: DocuSign

**Signer Events**

Lydia Kou  
 Lydia.kou@cityofpaloalto.org  
 Council Member  
 Security Level: Email, Account Authentication (None)

**Signature**

DocuSigned by:  
  
 5BE1B1635F4F4B6...  
 Signature Adoption: Pre-selected Style  
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**Timestamp**

Sent: 8/9/2023 4:11:44 PM  
 Viewed: 8/16/2023 10:57:14 AM  
 Signed: 8/16/2023 10:58:24 AM

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Mahealani Ah Yun  
 Mahealani.AhYun@CityofPaloAlto.org  
 Acting City Clerk  
 Security Level: Email, Account Authentication (None)

DocuSigned by:  
  
 8691CE5898F6400...  
 Signature Adoption: Pre-selected Style  
 Using IP Address: 199.33.32.254

Sent: 8/16/2023 10:58:25 AM  
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 Signed: 8/21/2023 6:21:04 PM

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In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	8/9/2023 4:11:45 PM

<b>Envelope Summary Events</b>	<b>Status</b>	<b>Timestamps</b>
Certified Delivered	Security Checked	8/21/2023 6:18:54 PM
Signing Complete	Security Checked	8/21/2023 6:21:04 PM
Completed	Security Checked	8/21/2023 6:21:04 PM

<b>Payment Events</b>	<b>Status</b>	<b>Timestamps</b>
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