



CITY OF
**PALO
ALTO**

City Council Staff Report

From: City Manager

Report Type: CONSENT CALENDAR
Lead Department: Community Services

Meeting Date: August 19, 2024

Report #:2406-3184

TITLE

Adopt an Ordinance Amending Municipal Code Chapter 2.22 to Align Human Relations Commission Procedures with Previous Council Direction; CEQA status – not a project.

RECOMMENDATION

Staff recommends the Council adopt the attached ordinance amending Municipal Code Chapter 2.22 to align Human Relations Commission procedures with previous Council action.

BACKGROUND AND ANALYSIS

In March 2023, the City Council adopted an ordinance increasing the Human Relations Commission from five to seven members¹. However, related code sections specifying the number of members for a quorum, an ad hoc committee, and procedures for calling an emergency meeting were not updated to account for the increased number of members. This ordinance updates the relevant code sections. This ordinance does not make any changes to the HRC's scope or workplan.

FISCAL/RESOURCE IMPACT

Adoption of this ordinance is not anticipated to require any additional funding or staff resources.

STAKEHOLDER ENGAGEMENT

There was no stakeholder engagement for this specific item.

ENVIRONMENTAL REVIEW

Adoption of this ordinance is not a project within the meaning of CEQA.

¹ See Ordinance 5583 at <https://portal.laserfiche.com/Portal/DocView.aspx?id=66129&repo=r-704298fc>

ATTACHMENTS

Attachment A: Ordinance Amending Chapter 2.22 to Update Quorum and Other Procedural Definitions Reflecting a Seven Member Commission.

APPROVED BY:

Kristen O'Kane, Community Services Director