



# CITY COUNCIL DRAFT ACTION MINUTES

Special Meeting  
June 18, 2024

The City Council of the City of Palo Alto met on this date in the Council Chambers and by virtual teleconference at 4:00 P.M.

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

Council Member Tanaka Arrived at 6:38 P.M.

Present Remotely:

Absent:

## Agenda Changes, Additions and Deletions

## Action Items

AA4. Discussion Regarding Caltrans' Repaving Project on El Camino Real Replacing Existing Parking with Bicycle Lanes, Authority for Staff to Make Adjustments to the Residential Preferential Parking Permit Programs and Return to Council on Consent if Needed, Authority for Staff to Enter into Agreements As Needed to Provide Temporary Safe Parking Along the Corridor in Palo Alto, and Approval of a Resolution Supporting the Removal of On-Street Parking for this Project; CEQA status – categorically exempt. Item Continued from June 17, 2024 City Council Meeting, Presentation

Limited Public Testimony on portions of this Agenda Item may be taken at the discretion of the Council at the June 18th City Council Meeting.

June 17, 2024 original report and material for this item can be found here\* (Agenda Item Number 31). On June 17th the Council Received Public Testimony; the Item Was Continued to June 18 for further Council Deliberation and Action.  
<https://cityofpaloalto.primegov.com/Portal/Meeting?meetingTemplateId=14311>

**MOTION:** Council Member Burt moved, seconded by Council Member Lythcott-Haims to:

- A. Authorize the City Manager or their designee to direct staff to make necessary adjustments to the RPP Programs and return to Council,

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- B. Authorize the City Manager or their designee to enter into agreements as needed to provide temporary safe parking for those currently along the project corridor in Palo Alto, and
- C. Approve a resolution supporting the removal of on-street parking for this project.

Conditions to include:

- 1. Transmittal of the Fehr & Peers review memo and the joint City and VTA memo (Attachments A & D) to Caltrans with a request that Caltrans respond to requested changes
- 2. Development of a new Maintenance and Liability Agreement with Caltrans for the bikeway project
- 3. A Caltrans commitment to expediting encroachment permits on El Camino Real
- 4. Caltrans provision of tentative and final project timelines, when available, for public notification efforts
- 5. Parking mitigation plan: Adjustments to the RPP program with outreach to the business and neighborhood stakeholders, provision of the VTA smart passes through PATMA for workers, restrictions on short-term parking locations expanded on side streets immediately adjacent to El Camino, a program to relocate RV dwellers and provide bike racks
- 6. Continue to work with VTA and Caltrans to pilot bus stops designs installation
- 7. Monitor and measure mode shift and collision outcomes

**MOTION PASSED:** 5-1-1, Kou no, Tanaka absent

## **MOTION SPLIT FOR THE PURPOSE OF VOTING**

**MOTION:** Council Member Burt moved, seconded by Council Member Lythcott-Haims to:

- 8. City-proposed locations in Attachment E for additional No Right Turn on Red restrictions

**MOTION PASSED:** 6-0-1, Tanaka absent

## Public Comment

## Council Member Questions, Comments and Announcements

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## Study Session

- ~~1. Study Session: Report from the Human Relations Commission regarding their Research on the Lived Experience of Asian American, Native Hawaiians and Pacific Islanders; CEQA status – not a project~~ *Item Removed Off Agenda*

## Consent Calendar

**MOTION:** Council Member Burt moved, seconded by Council Member Veenker to approve Agenda Item Numbers 2-8, AA1, AA2.

**MOTION PASSED:** 6-0-1, Tanaka absent

2. Approval of 1) Construction Contract No. C24190876 with Valentine Corporation in the Amount of \$667,369 and Authorization for the City Manager or Their Designee to Negotiate and Execute Change Orders for Related Additional but Unforeseen Work that May Develop During the Project Up to a Not-to-Exceed Amount of \$100,105; and 2) Amendment No. 1 to Contract No. S24189099 with H.T. Harvey & Associates in an Amount Not to Exceed \$131,732, for Biological Compliance and Post Construction Monitoring and Restoration, for the Baylands Boardwalk Pilings Repair Project Capital Improvement Program PE-24000; CEQA status – exempt under CEQA Guidelines Section 15301
3. Approval of Amendment No. 3 to Contract Number C21180324 with Canopy in the Amount of \$376,550 and to Extend Contract Term for One Year for Continued Implementation of Urban Forest Master Plan Programs, and Approval of a Budget Amendment in the General Fund; CEQA Status - Exempt Under CEQA Guidelines Section 15308
4. Approval of Amendment Number 5 to Contract Number C20176363 With Magellan in the Amount of \$1,122,121 to Incorporate Additional Design and Technical Services for the Fiber-to-the-Premises (FTTP) Pilot Project for a Revised Total Not-to-Exceed of \$6,807,412 Over a Five-and-a-Half-Year Term; CEQA Status – Not a Project
5. Approval of General Services Contract Number C25188309 with Cintas Corporation in the Amount of \$2,124,293 to Provide for Rental and Laundering of Work Uniforms and Miscellaneous Items for a Period of Five Years; CEQA Status – Not a Project.
6. Approval of Contract Number C25190507 with OverDrive in an Amount Not to Exceed \$200,000 to Provide Library Electronic Content ("E-Content") for a Period of Two Years; CEQA status – not a project.

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7. Approval of Professional Service Contract Number C25191000 with Grassroots Ecology in an Amount Not-to-Exceed \$612,027 for Land Stewardship Services at Pearson-Arastradero Preserve for a period of Five Years; CEQA status – categorically exempt.
8. Approval of a Memorandum of Understanding for a Countywide Food Recovery Program; CEQA Status – Exempt under CEQA Guidelines Section 15308
- AA1. Approval of (1) Professional Services Contract No. C24187724 with LensLock, Inc in Amount Not to Exceed \$1,181,400 for Replacement of the Police Public Contact Audio/Video System for a Period of Five (5) Years; (2) Police Audio/Video Technology Surveillance Use Policy; and (3) Approve a Budget Amendment in the Supplemental Law Enforcement Services Fund and Capital Improvement Fund (2/3 vote required); CEQA status – not a project
- AA2. Recommend City Council Approval of Various Task Orders with Baker Tilly for Internal Audit Services 1) Extend deadline for FY 2024 Task Orders Task 1: Citywide Risk Assessment, Task 2: Preparation of Annual Audit Plan, Task 3: Selection of External Financial Auditor and Annual Audit Coordination, 2) Execute New FY 2025 Task 5: Preparation of Quarterly Reports, Annual Status Reports, Provision of City Hotline and Other Ongoing Office Administrative Functions, and 3) Amend the budget for FY 2024 Task Orders as Recommended by the Policy & Services Committee; CEQA Status – Not a Project.

## City Manager Comments

Ed Shikada, City Manager

## Action Items

9. Adoption of the Community Development Block Grant (CDBG) FY 2024-25 Annual Action Plan and the Adoption of a Resolution Approving Use of CDBG and CDBG CARES Act (CDBG-CV) Funds for FY 2024-25, and Approval of a Budget Amendment in the Community Development Block Grant Fund.

**MOTION:** Council Member Kou moved, seconded by Mayor Stone to:

1. Adopt the draft Fiscal Year (FY) 2024-25 Annual Action Plan (AAP, Attachment A) and the associated CDBG FY 2024-25 Annual Action Plan Resolution (Attachment B) allocating Community Development Block Grant (CDBG) and CDBG CARES Act (CDBG-CV) funding for FY 2024-25; and

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2. Authorize the City Manager to execute the FY 2024-25 CDBG application to fund the FY 2024-25 Annual Action Plan and associated documents concerning the application, and to otherwise bind the City with respect to the applications and commitment of funds; and
3. Authorize staff to submit the Fiscal Year 2024-25 AAP (Attachment A) to the U.S. Department of Housing and Urban Development (HUD) by the July 6, 2024, deadline; and
4. Authorize the City Manager or designee to draft and execute a loan agreement, regulatory agreement, and related documents necessary to implement City Council direction on the Alma Garden Rehabilitation Project in a form consistent with the City's affordable housing loan documents and approved by the City Attorney.
5. Amend the Fiscal Year 2025 Budget Appropriation for the Community Development Block Grant Fund (2/3 vote needed) by:
  - a. Increasing Revenue from Other Agencies by \$1,157,286
  - b. Increasing General Expenses by \$1,157,286

**MOTION PASSED:** 7-0

10. PUBLIC HEARING/QUASI-JUDICIAL. Buena Vista Mobile Home Park Redevelopment/3980 El Camino Real [24PLN-00041]: Provide Direction on Applicant's Request for Amendments to the Existing Regulatory Agreement and Proposed Application for a Streamlined Housing Development Review to Allow the Redevelopment of the Buena Vista Village Mobile Home Park. The Proposed Development Would Result in Two Parcels, One Featuring a new 61-Unit, 100% Affordable Housing, Multi-Family Apartment Building and Associated Work Within the Right-of-Way; and the Second Parcel Featuring a Renovated 44-Unit Mobile Home Park, Which is Under State Jurisdictional Authority. Environmental Assessment: Exempt from the Provisions of the California Environmental Quality Act in Accordance with CEQA Guidelines Section 15332 (In-fill Development). Zoning District: RM-20.

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

1. Return on the August 5, 2024 City Council Meeting following the completion of the environmental analysis for a decision on the Streamlined Housing Development Review application and to authorize the City Manager to Execute the amended Regulatory Agreements with the following:
  - a. Consider whether any trees can be preserved on Los Robles; and,
  - b. Whether a surface treatment on the pavement can reduce heat island concerns; and,

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- c. Whether larger trees or additional trees can be planted on the Mobile Home Park; and,
- d. All reasonable efforts to resolve disputes standing in the way of housing decisions; and,
- e. Whether color choices may be returned to the resident preference; and,
- f. Pursue a Palo Alto worker resident preference.

## MOTION PASSED: 7-0

11. ~~PUBLIC HEARING: Adoption of a Resolution Implementing the North Ventura Coordinated Area Plan (NVCAP), Amending the City's Comprehensive Plan and Certifying the Supplemental Environmental Impact Report, Including a Statement of Overriding Considerations; and FIRST READING: an Ordinance Adding Chapter 18.29 and Amending Chapters 18.14, 18.24, and 16.65 in the Palo Alto Municipal Code as Well as Amendments to the Zoning District Map, and Rezoning of Parcels Within the NVCAP area. CEQA Status — Supplemental Environmental Impact Report SCH #2023020691. Item Removed Off Agenda and Deferred to August 5, 2024 City Council Meeting.~~

- AA3. Selection of Rail Grade Separation Alternatives for Churchill Avenue, Meadow Drive, and Charleston Road Crossings for the Advancement of the Alternatives into the Preliminary Engineering and Environmental Documentation phase; CEQA status – statutorily exempt under CEQA section 15262 (feasibility and planning study) (Item Continued from June 10, 2024) *New Item added – Limited Public Testimony on portions of this Agenda Item may be taken at the discretion of the Council at the June 18th City Council Meeting.*

*June 10, 2024 original report and material for this item can be found here\* (Agenda Item Number 13). On June 10th the Council Received Presentations and Public Testimony; the Item Was Continued to June 18 for further Council Deliberation and Action.*  
<https://cityofpaloalto.primegov.com/Portal/Meeting?meetingTemplateId=14305>

**SUBSTITUTE MOTION:** Council Member Kou, seconded by Council Member Tanaka to advance the hybrid and trench alternatives for Meadow Drive and Charleston Road into the preliminary engineering and environmental documentation phase.

**SUBSTITUTE MOTION FAILED:** 2-5, Lauing, Veenker, Burt, Lythcott-Haims, Stone no

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**MOTION:** Vice Mayor Lauing moved, seconded by Council Member Burt to advance the hybrid (including a mixed wall/column approach) and underpass alternatives for Meadow Drive and Charleston Road into the preliminary engineering and environmental documentation phase.

**MOTION PASSED:** 4-3, Kou, Lythcott-Haims, Tanaka

Adjournment: The meeting was adjourned at 10:41 P.M.

ATTEST:

APPROVED:

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City Clerk

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.