



CITY OF  
**PALO  
ALTO**

## City Council Staff Report

**From: City Manager**

**Report Type: SPECIAL ORDERS OF THE DAY**

**Lead Department: City Clerk**

**Meeting Date: April 7, 2025**

Report #:2502-4163

### **TITLE**

Appointment of Candidates to the Human Relations Commission and Utilities Advisory Commission. CEQA Status – Not a project.

### **RECOMMENDATION**

Staff recommends City Council vote to appoint one (1) candidate to the Human Relations Commission to fill the partial term expiring October 31, 2025, and two (2) candidates to the Utilities Advisory Commission for a full-term expiring March 31, 2028.

*\*A majority vote (4 yes's) is required to appoint a candidate.*

### **BACKGROUND**

At the March 24, 2025 City Council meeting, the Council held interviews for the 2025 Spring Recruitment of the Architectural Review Board (ARB), Human Relations Commission (HRC), and Utilities Advisory Commission (UAC). Video recording of the interviews are available on our City of Palo Alto YouTube Channel<sup>1</sup>. All applications for the ARB, HRC, and UAC can be accessed online.

Fourteen (14) candidates participated in the interview process, while one (1) candidate was absent. Candidates for the Human Relations Commission and Utilities Advisory Commission have advanced to the appointment selection phase.

City Council directed staff to extend the recruitment period for the Architectural Review Board to broaden the applicant pool. Interviews for the ARB will be scheduled during a future City Council Meeting.

### **Membership Requirements**

---

<sup>1</sup> City of Palo Alto YouTube Channel: <https://www.youtube.com/c/cityofpaloalto>

Each Board or Commission has different requirements for appointment such as a mandatory residency, specialized training, or professional service in a specified area. Additionally, appointed members cannot be council members, officers, or employees of the City of Palo Alto.

#### Human Relations Commission

- Current Palo Alto residency. (PAMC 2.22.0103)

\*All applicants satisfy the requirements.

#### Utilities Advisory Commission

- Each member of the commission shall be a utility customer or the authorized representative of a utility customer.
- Palo Alto residency is required at all times for at least six members of the commission (PAMC 2.23.010 4).
  - This requirement is currently fulfilled by six Commissioners; Commissioner Meagan Mauter resides outside of Palo Alto.

\*All applicants satisfy these requirements.

#### **FURTHER INFORMATION**

Boards and Commissions are established as advisory bodies to the City Council, made up of community volunteers that provide essential feedback on matters of importance to the community. The City Clerk's office advertises and recruits for vacancies, the Council considers the applications, interviews desired candidates, and makes appointments for the open positions.

#### **ENVIRONMENTAL REVIEW**

Council action on this item is not a project as defined by CEQA because it is an organizational or administrative activity that will not result in direct or indirect physical changes in the environment. CEQA Guidelines section 15378(b)(5).

#### **ATTACHMENTS**

Attachment A - Human Relations Commission Applications Updated – Redacted  
Attachment B - Utilities Advisory Commission Applications Updated – Redacted

#### **APPROVED BY:**

Mahealani Ah Yun, City Clerk