

Attachment B:

Meeting Minutes from
City Council Meeting on
May 13, 2024 and from
City Council Meeting on
May 20, 2024



CITY COUNCIL ACTION MINUTES

Regular Meeting
May 13, 2024

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:

Special Orders of the Day

1. Proclamation Recognizing Public Employees and City Service Accomplishments and Acknowledging National Public Service Recognition Week: May 5-11, 2024

NO ACTION

2. Proclamation Recognizing National Police Week - May 12-18, 2024 and National Peace Officers' Memorial Day May 15, 2024

NO ACTION

Study Session

3. FY 2025 Proposed Operating and Capital Budget - Finance Committee Update and Council Budget Discussion

NO ACTION

Consent Calendar

Council Member Kou requested to Pull Agenda Item Number 9.

Council Member Kou registered a no vote on Agenda Item Number 9.

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

ACTION MINUTES

MOTION: Vice Mayor Lauing moved, seconded by Council Member Lythcott-Haims to approve Agenda Item Numbers 4-10.

MOTION PASSED ITEMS 4-6, 10: 7-0

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

MOTION PASSED ITEM 9: 6-1, Kou no

4. Approval of Minutes from April 29, 2024 Meeting
5. Adoption of a Resolution Vacating an Easement at 1020 East Meadow Circle
6. Adoption of a Resolution Vacating an Easement at 1036 East Meadow Circle
7. Approval of Amended and Restated Rental Agreement C20175026A with JC Decaux San Francisco, LLC, in the Amount Not-to-Exceed \$685,655 for a Five-year Term to Provide the Rental and Servicing of a single Automated Public Toilet with an option to extend for another Five-year term from the Termination date; CEQA Status - Exempt Under CEQA Guidelines Sections 15301 and 15302
8. Approval of a Professional Services Contract Number C24187280 With 3Di in a Not-to Exceed Amount of \$443,256 to Provide Rental Registry Program Software Solutions and Professional Services for a Term of Four-Years; CEQA Status – Not a project.
9. CONSENT/Legislative: Amendments to Palo Alto Municipal Code (PAMC) Chapter 2.27, Historic Resources Board, Section 2.27.010 to Reduce Required Members from Seven to Five, Reduce the Required Number of Professionals from Three to Two, and Expand the Professional Fields Consistent with Certified Local Government (CLG) Requirements for Historic Resources Boards; and to PAMC Section 2.27.030 (a) and (b) to Reduce Regular Meetings to Once per Month and Reduce the Size of a Local Quorum to Three Members
10. Removal of Committee Member from the Storm Water Management Oversight Committee; CEQA Status – Not a Project

Action Items

11. 2501 Embarcadero Way [22PLN-00367]: Request for Council Approval of a Site and Design Application to Allow the Construction of a Local Advanced Water Purification System at the Regional Water Quality Control Plant (RWQCP). A Design Enhancement Exception to Allow for a Taller Screening Wall is Also Requested. Environmental Assessment: Council Previously Adopted an Addendum to the 2015 Environmental Impact Report (EIR) for the City of Palo Alto Recycled Water Project. Zone District: PF (D) (Public Facility with Site and Design Combining District).

ACTION MINUTES

MOTION: Council Member Veenker moved, seconded by Vice Mayor Lauing to:

1. Consider the previously adopted addendum to the City of Palo Alto Recycled Water Project EIR, provided in Attachment H; and,
2. Approve the draft Record of Land Use Action (RLUA) approving the request for Site and Design Review as well as the requested Design Enhancement Exception based on findings and subject to conditions of approval.

MOTION PASSED: 7-0

12. Discussion and Direction Regarding the City Council Procedures and Protocols Handbook - Annual Discussion as Recommended by the Policy & Services Committee

MOTION: Vice Mayor Lauing moved, seconded by Council Member Lythcott-Haims to direct staff to shift Boards and Commissions recruitment process to twice a year at a time to be worked out by the City Clerk and evaluate Boards and Commissions Workplans schedule and present back to the City Council on Consent.

MOTION PASSED: 7-0

MOTION SPLIT FOR THE PURPOSE OF VOTING

MOTION: Vice Mayor Lauing moved, seconded by Mayor Stone to amend the City Council Procedures and Protocols Handbook, effective immediately and to be implemented at the next meeting:

1. Remote participation is not offered during General Public Comment (on items not on the agenda) during City Council meetings.

MOTION PASSED: 5-2, Kou, Tanaka no

MOTION: Vice Mayor Lauing moved, seconded by Mayor Stone to amend the City Council Procedures and Protocols Handbook, effective immediately and to be implemented at the next meeting:

1. General Public Comment (on items not on the agenda) is heard for 30-minutes and to move additional public comments to the end of the agenda.

MOTION PASSED: 7-0

ACTION MINUTES

MOTION: Council Member Burt moved, seconded by Council Member Lythcott-Haims to update the City Council Procedures & Protocols Handbook to:

1. When Council Members vote *no* on Consent Calendar Items, they have up to 3-minutes to speak on any and all of their *no* votes; and,
2. Requests from members of the public speak to Consent Calendar Items have up to the Mayors allotted time, 3-minutes or less, to speak to any and all Consent Calendar Items during the allotted time.

MOTION PASSED: 6-1, Tanaka no

MOTION: Council Member Burt moved, seconded by Council Member Lythcott-Haims to update language to clarify section 1.4b1 to reflect that the formal title addressing colleagues is applicable for Council Meetings and not Committee Meetings and that Committee Meetings may be conducted less formal.

MOTION PASSED: 7-0

Special Orders of the Day

13. Appointment of Candidates for Vacancies on the Stormwater Management Oversight Committee and Utilities Advisory Commission. CEQA Status - Not a project.

Utilities Advisory Commission

First Round of Voting for Two (2) vacancies on the Utilities Advisory Commission with terms ending March 31, 2027

Abraham Bagherjeiran: Tanaka

Ambika Pajjuri: Veenker

Chris Tucher: Lauing, Stone, Veenker

Richard Craig: Kou, Lythcott-Haims

Sean Holman: Burt, Lythcott-Haims, Tanaka

Utsav Gupta: Burt, Kou, Lauing, Stone

Candidate Utsav Gupta receiving 4 votes is appointed to a full-term expiring March 31, 2027.

No other Candidate received four votes required to be appointed to the full-term expiring March 31, 2027. A second round of voting is required.



CITY COUNCIL ACTION MINUTES

Regular Meeting
May 20, 2024

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:

Special Orders of the Day (Items heard out of order)

3. Greeting Yanpu, Shanghai, China Sister City Officials and Delegation

NO ACTION

1. Santa Clara County Department of Family and Children's Services in Honor of May being National Foster Care Awareness Month

NO ACTION

2. Proclamation Recognizing National Public Works Week

NO ACTION

Agenda Changes, Additions and Deletions

Closed Session

- AA1. CONFERENCE WITH REAL PROPERTY NEGOTIATORS Authority: Government Code Section 54956.8 Property: 4000 Middlefield Road, Palo Alto (Informally known as the Cubberley Site) Negotiating Party: Palo Alto Unified School District City Negotiators: (Ed Shikada, Chantal Cotton Gaines, Kristen O'Kane, Sunny Tong) Subject of Negotiations: Purchase, Exchange, and/or Lease Price and Terms of Payment

ACTION MINUTES

MOTION: Council Member Lythcott-Haims moved, seconded by Council Member Veenker to go into Closed Session.

MOTION PASSED: 7-0

Council went into Closed Session at 5:55 P.M.

Council returned from Closed Session at 7:18 P.M.

Mayor Stone announced no reportable action.

Public Comment

Council Member Questions, Comments and Announcements

Consent Calendar

Council Member Tanaka registered a no vote on Agenda Item Number 10.

MOTION: Council Member Lythcott-Haims moved, seconded by Mayor Stone to approve Agenda Item Numbers 5-10.

MOTION PASSED ITEMS 5-9: 7-0

MOTION PASSED ITEM 10: 6-1, Tanaka no

5. Approval of Minutes from May 6, 2024 Meeting
6. Adoption of a Resolution for Senate Bill 1, the Road Repair and Accountability Act, for Fiscal Year 2025, Providing the Project List for the Street Maintenance Capital Improvement Program project PE-86070; CEQA Status – Not a Project
7. Approval of Purchase Order 4524000375 with Meiden American Switchgear for the Purchase of Seven (7) 60KV Circuit Breakers for the Colorado Substation in an Amount Not to Exceed \$713,023 for FY 2024; CEQA Status: Exempt Under CEQA Guidelines Section 15302 (Replacement of Existing Structures)
8. Adoption of Resolution Suspending the Levy of Assessments on the Downtown Palo Alto Business Improvement District (BID) Assessment for Fiscal Year 2025; CEQA status – not a project.

ACTION MINUTES

9. Approval of a Budget Amendment in the General Fund for the Planning and Development Services Department's Deposit Based Fee Program for Private Development Studies in the Amount of the Net Zero \$300,000: CEQA – Not a Project
10. Adoption of Revised Management and Professional Salary Schedule to Adjust the Salary of One Classification; Adoption of Administrative Revisions to the Management and Professional Compensation Plan; and Adoption of a Side Letter and Revised International Association of Fire Fighters, Local 1319 Salary Schedule for One New Classification; CEQA Status - Not a project

City Manager Comments

Ed Shikada, City Manager

Action Items

11. Ad Hoc Committee recommendation to the City Council on a Potential Charter Amendment on the Direct Election of the Mayor

~~**MOTION:** Council Member Burt moved, seconded by Council Member Kou to table the item on the Direct Election of the Mayor.~~

~~**MOTION PASSED/FAILED:** X X~~

SUBSTITUTE MOTION: Mayor Stone moved, seconded by Council Member Veenker to accept the Ad Hoc Committee recommendation that the proposed Charter Amendment on the ballot provide:

1. The City's mayor will be directly elected by residents for a term of four years;
2. Candidates for mayor must have at least two years of experience on Council by the time they would assume office; and
3. Service as mayor is limited to two successive terms, as is already the case for service as council member, and no person would be able to serve as council member or mayor for a combined total of more than 12 years in a 16-year period; and
4. Place such a Charter Amendment on the ballot for the November 5, 2024 election and direct staff to return to Council for approval of ballot materials on Consent.

SUBSTITUTE MOTION FAILED: 3-4, Lauing, Kou, Burt, Lythcott-Haims no

ACTION MINUTES

MOTION: Council Member Lythcott-Haims moved, seconded by Council Member Veenker to table the item on the Direct Election of the Mayor and request the Ad Hoc further discussions and take into account the feedback received on May 20, 2024, additional community input, and come back to Council for further direction.

MOTION PASSED: 4-3, Burt, Kou, Lauing no

12. Discussion and Direction Regarding the City Council Procedures and Protocols Handbook - Annual Discussion as Recommended by the Policy & Services Committee (Item Continued from May 13, 2024 City Council Meeting)

MOTION: Council Member Burt moved, seconded by Mayor Stone to add to the Council Appointed Officers (CAO) Committee responsibilities (Procedures Sec. 1.2(d) to make recommendations to the Council annually:

1. The process of the CAO evaluations; and
2. Schedule CAO performance evaluations; and
3. The selection of the consultant to serve as the facilitator for the CAO evaluations for the year.

MOTION PASSED: 7-0

MOTION: Council Member Burt moved, seconded by Mayor Stone to incorporate the following language into the City Council Procedures and Protocols Handbook:

Special Orders of the Day: Resolutions, Proclamations, and Statements on behalf of the Mayor or Council

The Council shall refrain from taking positions on matters related to foreign governments, or concerning the foreign policy of the United States, or its relationship to other countries. Additionally, the Council shall not adopt resolutions, issue proclamations or official statements, or otherwise engage in advocacy on issues that are outside the scope of local governance.

The Council may support proclamations, resolutions, and matters directly related to Palo Alto's Sister Cities, provided they focus on cultural, educational, commercial or other collaborations consistent with the objectives of these partnerships."

ACTION MINUTES

The Council may adopt positions on domestic acts of the state or federal government which affect the resources of the City, or the health, safety and welfare of the residents or workers of the City consistent with our legislative guidelines.

Statements representing the position of the City Council on issues that are controversial, shall be voted upon by the Council.

MOTION PASSED: 7-0

MOTION: Council Member Burt moved, seconded by Mayor Stone to establish a procedure for proclamations, including additional guidance, and any other staff recommendations based on best practice, specifically identifying guidelines for routine non-controversial proclamations to be approved by the Mayor and Vice Mayor and any controversial proclamations to be brought to the full Council for a vote for approval.

MOTION PASSED: 7-0

MOTION: Council Member Burt moved, seconded by Mayor Stone to add under Procedures Section 2.3a all Council Members are expected to be at the dais at all times except for necessary short breaks and other kinds of exceptions.

MOTION PASSED: 4-3, Lythcott-Haims, Tanaka, Veenker no

MOTION: Council Member Burt moved, seconded by Vice Mayor Lauing to refer to Policy and Services whether there should be a mechanism by which under Council Comments to be able to refer to staff a simpler request than would be required in a Colleague's Memo (with the boundaries defined).

MOTION PASSED: 7-0

MOTION: Council Member Veenker moved, seconded by Mayor Stone to add to the current duties of the Mayor to make appointments of Council Members to Regional bodies that Palo alto has a seat(s) on as applicable and or where not otherwise provided for by law.

MOTION PASSED: 7-0

ACTION MINUTES

MOTION: Mayor Stone moved, seconded by Vice Mayor Lauing to prohibit accepting hotel accommodations from our Sister Cities, Sibling Cities, and Friendship Cities, and to include the use of discretion and best judgment when accepting other gifts from those groups.

MOTION PASSED: 6-0-1, Veenker abstain

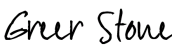
Adjournment: The meeting was adjourned at 10:45 P.M.

ATTEST:

APPROVED:

DocuSigned by:

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City Clerk

DocuSigned by:

174753172A9C49B...
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.