

UPDATED POLICY & SERVICES TENTATIVE TOPICS CALENDAR 2025

As of April 24, 2025

The end of the document contains information on the completed 2024 referrals as well as the pending referral with no set date.

January

- Mayor appoints Committee and designates Chair; no Policy & Services Committee meeting

February

- Auditor Report: Grant Management Audit
- Auditor Report: Utility Billing Audit
- Nonprofit Partnerships Workplan
- Follow Up from City Council Retreat re Umbrella Operating Strategies

March

- Recommendations for Nonprofit Partnerships Workplan Phase 1 (continued item)
- Auditor Quarterly Report

April

- Legislative Update (State and Federal)
- Auditor Report: Wildfire
- Auditor Report: Risk Assessment and Annual Audit Plan (might move to May)
- Referral (3/10/2025): Discuss interviewing process for Boards and Commissions

May

- Recommended Approval of Safe Streets for All Action Plan
- Discussion and Direction on Establishing Council Chambers Facilities Use and Reservation Policy and Procedures
- Update on Recent Wellness and Belonging Work
- Referral Follow Up: Discussion and Recommendation to Council Regarding Potential New Procedure for Councilmembers to Make Referrals to Staff Besides Colleagues' Memo
- Informational: Auditor 3rd Quarter Status Report

June

- Referral (2024): Review of an annual schedule of repeat items that occur annually on agendas for Policy & Services, Finance Committee, and City Council along with the approximate month they occur
- Nonprofit funding recommendations for 2025-2026
- Tentative: Auditor Report: Dispatch Assessment
- Tentative: Auditor Report: Purchasing Card Audit
- Tentative: Auditor Report: CSD Equipment and Materials Inventory Management Audit
- Referral: Board and Commission Member Onboarding Support

July

No meeting; Council break

August

- Auditor Report: PS Overtime
- Auditor Report: Building Permit and Inspection Fees
- Wellness and Belonging Update Report
- Unhoused services prioritization discussion (re the 'Previous Council Discussions' items below)

September

- Auditor Report: Junior Museum and Zoo
- Tentative: Bicycle Pedestrian Transportation Plan (BPTP)
- Auditor Report: Annual Follow-up on Audit Recommendations
- Legislative Update (State and Federal)
- Legislative Agenda and Guidelines – Will also include the Legislative Manual

October

- Quarterly Audit Status Report
- Referral (2024): Policy & Services to review and make recommendations for any initiatives to support and strengthen neighborhood programs (linked to discussions in 2021)
- Referral (2024): Establish a frequency for joint City Council meetings or Policy & Services meeting with Boards and Commissions, Youth Council, and meetings with Boards and Commissions Chairs;

November

- Auditor Report: TBD
- Quarterly Update on Recent Wellness and Belonging Work
- Legislation anything after the September discussion

December

- Auditor Report: TBD
- Procedures & Protocols Handbook Discussion (Annual Discussion)
- 2026 City Council Priorities Discussion (focused on process, the retreat and submitted ideas)

- Informational: Report out on Status of Committee Referrals
- Informational: Update of Legislation

Completed Referrals (status and date of referral):

1. Public Arts Program Discussion
2. Council Discretionary Funds Policy
3. Discussion of the Creation of the Advisory Committee regarding Council Compensation (Committee action completed.)
4. Initial Discussion Regarding Potential New Procedure for Councilmembers Referrals to Staff
5. Directly elected Mayor discussions

Pending Referrals:

1. Continued follow up of: Seismic Ordinance Update
2. Leaf blowers (2023 discussion continued)

Previous Council Suggestions:

1. Lead inclusive engagement and outreach to co-create an implementation plan to address homelessness in Palo Alto
2. Explore options to expand RV safe parking, in particular near Geng Road. Present findings to Council
3. Pursue options for ensuring sanitary and safe conditions related to unhoused populations. Relates to efforts to address health and safety impacts of homelessness.