



**CITY OF PALO ALTO
CITY COUNCIL
Special Meeting
Monday, February 26, 2024
Council Chambers & Hybrid
5:30 PM**

Agenda Item

2. Approval of Minutes from February 5, 2024 and February 12, 2024 meetings.



CITY OF
**PALO
ALTO**

City Council Staff Report

Report Type: CONSENT CALENDAR

Lead Department: City Clerk

Meeting Date: February 26, 2024

Report #:2402-2610

TITLE

Approval of Minutes from February 5, 2024 and February 12, 2024 Meetings

RECOMMENDATION

That the minutes be reviewed and approved.

ATTACHMENTS

Attachment A: February 5, 2024 Draft Action Minutes

Attachment B: February 12, 2024 Draft Action Minutes

APPROVED BY:

Mahealani Ah Yun



CITY COUNCIL & PUBLIC IMPROVEMENT CORPORATION

DRAFT ACTION MINUTES

Special Meeting
February 5, 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. Santa Clara County 2023 Synopsys Championship Science Fair 2023 STEM Winners from Palo Alto

No action was taken.

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

MOTION: Vice Mayor Lauing moved, seconded by Council Member Veenker to go into Closed Session.

MOTION PASSED: 7-0

Council went into Closed Session at 5:51 P.M.

Council returned from Closed Session at 7:00 P.M.

Mayor Stone announced no reportable action.

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Consent Calendar

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

Council Member Tanaka registered a no vote on Agenda Item Number 4, 5, 6.

Mayor Stone, Vice Mayor Lauing, and Council Member Kou, Council Member Veenker requested to pull Agenda Item Number 7.

Council Member Tanaka, Council Member Lythcott-Haims, Council Member Veenker, and Mayor Stone requested to pull Agenda Item Number 8.

MOTION: Council Member Burt moved, seconded by Council Member Lauing to approve Agenda Item Numbers 2-6, 9-11, and pull Agenda Item Number 7 and 8 off of Consent.

MOTION PASSED ITEMS 2-3, 9, 11: 7-0

MOTION PASSED ITEMS 4-6: 6-1, Tanaka no

MOTION PASSED ITEM 10: 6-1, Kou no

2. Approval of Minutes from January 16, 2024 Meeting
3. Review and Acceptance of Annual Report on Development Impact Fees for Fiscal Year 2023 and Adoption of a Resolution Making Statutory Findings for Certain Funds. CEQA status - Not a Project.
4. Approval of Amendment Number 1 to Contract Number S21180652 With Eric Gouldsberry Art Design (EGAD), in the Amount of \$170,000 for Graphic Design Services to Extend the Term for Additional Two Years; for a Total Not-to-Exceed Amount of \$410,000 over the Five-year Term; CEQA Status – Not a Project
5. Approval of Amendment No. 2 to Contract S23184693 with Infosend, Inc. for Printing Services for the Utilities Department Programs and Projects to add \$300,000 for a New Total Not to Exceed Amount of \$555,000, and to Amend the Schedule of Rates. CEQA status: not a project.
6. Approval of Contract No. C23187298C with Hinderliter, de Llamas, and Associates (HdL) for Business Tax and Business Registry Certificate Program Fee Consulting Services in a Total Not-To-Exceed Amount of \$860,555 Over a Three-Year Term; CEQA Status – Not a Project
7. SECOND READING: Adopt Ordinances Amending Planned Community Ordinance 2343 for 2901-2905 Middlefield Road and Establishing a Separate Planned Community Zoning Designation for 702 Ellsworth Place to Enable the Development of a new Single-Story, Single-Family Residence. CEQA Status -- Categorically Exempt Under CEQA Guidelines

DRAFT ACTION MINUTES

Sections 15061(b)(3), 15301, and 15303 (FIRST READING: December 11, 2023 PASSED 6-0-1, Veenker absent)

8. SECOND READING: Ordinance of the Council of the City of Palo Alto Amending Chapter 8.04 (Street, Trees, Shrubs, and Plants) and Chapter 8.10 (Tree Preservation and Management Regulations) (FIRST READING: January 16, 2024 PASSED 5-2, Lythcott-Haims, Tanaka no)
9. SECOND READING: Adopt an Ordinance to Expand the Public Art Commission (PAC) from Five to Seven Members (FIRST READING: January 16, 2024 PASSED 7-0)
10. SECOND READING: Adoption of an Ordinance Amending Palo Alto Municipal Code Title 18 (Zoning) Chapters 18.14 (Housing Incentives), 18.76 (Permits and Approvals), and 18.77 (Processing of Permits and Approvals) to Implement Housing Element Program 1.3 Creating By-Right Zoning Approval for Specific Housing Element Inventory Sites. CEQA Status: An Addendum to the City's Comprehensive Plan Environmental Impact Report was Prepared for the 2023-2031 Housing Element. (FIRST READING: January 22, 2024 PASSED 6-1, Kou no)
11. SECOND READING: Adoption of an Ordinance Authorizing the Improvements to the Palo Alto Baylands as Part of the Horizontal Levee Pilot Project and Approval of a Cooperative Agreement with the Association of Bay Area Governments to Construct the Horizontal Levee Pilot Project (WQ-22001); CEQA – exempt under Section 15133 (FIRST READING: January 22, 2024 PASSED 7-0)

RECESS CITY COUNCIL MEETING AND CONVENE PUBLIC IMPROVEMENT CORPORATION MEETING

Board Members Present: Burt, Kou, Lauing, Lythcott-Haims, Stone, Tanaka, Veenker

Action Items

12. Approval of Fiscal Year 2023 Palo Alto Public Improvement Corporation's Annual Financial Report. CEQA Status - Not a Project

MOTION: Board Member Burt moved, seconded by Board Member Kou to approve the Fiscal Year (FY) 2023 Annual Financial Report for the Palo Alto Public Improvement Corporation.

MOTION PASSED: 6-1, Tanaka no

RECONVENE CITY COUNCIL MEETING

DRAFT ACTION MINUTES

Action Items

13. Policy and Services Committee Recommendations for Changes to the City Council Procedures and Protocols Handbook based on Prior City Council Referrals (Continued from December 18, 2023). CEQA Status - Not a Project.

MOTION: Council Member Tanaka moved, seconded by Council Member Veenker to:

1. Procedures Section 1.1: Annual Organization of City Council
 - a. Direct staff to return to City Council with information to pursue a ballot measure for 2024 to ask the voters if they would like to have a directly elected mayor or not. The term would be for 2 or 4 years.
 - i. Create an ad hoc that could work with staff to develop the specifics to return to Council with the draft Charter Amendment by June 2024.

MOTION PASSED: 5-2, Lauing, Burt no

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

1. Update Procedures Section 5.1a(4): Video Participation for Public Comment to read:
 - a. "The City Council does not allow members of the public to activate their personal video during their public comments."

MOTION PASSED: 6-1, Tanaka no

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

1. Protocols Section 2.2: Refrain from Lobbying Board and Commission Members
 - a. Accept the Policy and Services Recommended drafted language.
2. Protocols Section 2.8: The Role of Council Liaison to Boards or Commissions
 - a. Accept the Policy and Services Recommended drafted language with this additional language: "unless the Councilmember has other conflicting duties"

MOTION PASSED: 7-0

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

1. Protocols Section 4.3(a): Travel Related to Sister Cities, Sibling City, or other shared interests with another city abroad
 - a. Approve the drafted language with the following amendment:

DRAFT ACTION MINUTES

Replace “for travel that explains how the travel will advance the City’s interests or policy/Council objectives and a consideration of the cost/value relationship of the trip. The request should also explain why virtual attendance is not effective in that circumstance” with “would only be on an occasion where in-person presence of the Council Member or the Mayor was required for that occasion.”

MOTION PASSED: 6-1, Tanaka no

14. Policy and Services Committee Recommendation to the City Council to Approve a new Friendship Cities Program in Palo Alto. CEQA Status – Not a Project

MOTION: Council Member Burt moved, seconded by Council Member Veenker to approve a new Friendship Cities program with the provisions recommended in the original colleagues’ memo and a few other new provisions related to reevaluation of friendship cities as well as sister cities and the following changes:

- a. Reevaluated within 3 years and that any Friendship Cities entered into shall expire within 3 years of execution absent mutual agreement to extend. No more than one formal visit by a delegation and the City shall host no more than one delegation visit per year per Friendship City, and;
- b. That the provisions suggested in the Colleague's Memo related to the volunteers of Neighbors Abroad taking primary responsibility and that it fits with Neighbors Abroad policies, and;
- c. Every two years a report to be provided by Neighbors Abroad on the state of sister city relationships.

MOTION PASSED: 7-0

Adjournment: The meeting was adjourned at 11:11 P.M.

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ATTEST:

APPROVED:

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.



CITY COUNCIL DRAFT ACTION MINUTES

Regular Meeting
February 12, 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:

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 New Item added

MOTION: Council Member Veenker moved, seconded by Council Member Lauing to go into Closed Session.

MOTION PASSED: 7-0

Council went into Closed Session at 5:34 P.M.

Council returned from Closed Session at 6:42 P.M.

Mayor Stone announced no reportable action.

Study Session

1. Reliability and Resiliency Strategic Plan for the City's Electric Utility

NO ACTION TAKEN.

Consent Calendar

Council Member Tanaka registered a no vote on Agenda Item Numbers 4, 7, 8, 9.

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Council Member Veenker recused on Agenda Item Number 5.

MOTION: Council Member Burt moved, seconded by Council Member Lythcott-Haims to approve Agenda Item Numbers 2-9.

MOTION PASSED ITEMS 2-3, 6: 7-0

MOTION PASSED ITEMS 4, 7, 8, 9: 6-1, Tanaka no

MOTION PASSED ITEM 5: 6-0-1, Veenker recused

2. Approval of Minutes from January 22, 2024 and January 29, 2024 Meetings
3. Approval of Contract Number C24187805 With Carollo Engineers, Inc. in the Total Amount Not-to-Exceed \$1,628,326 for Planning and Preliminary Design of a Headworks Facility at the Regional Water Quality Control Plant, funded by Wastewater Treatment Enterprise Fund Capital Improvement Program Project WQ-16002; CEQA Status – Not a “Project.”
4. Approval of Two General Services Contracts in the Wastewater Treatment Enterprise Fund: a Contract with Lystek International Limited in an Amount Not to Exceed \$5,322,769 and a Contract with Synagro-WWT, Inc. in an Amount Not to Exceed \$7,617,013, Both for Offsite Sludge Treatment Services for a Five-Year Term; CEQA status – exempt
5. Adoption of Resolution to Authorize Stanford University to Enforce Unauthorized Parking in Several of Its Parking Facilities under Vehicle Code § 21107.8; CEQA Status – Not a Project
6. Approval of Contract Number C24188120 with Summit Uniforms, LLC for Five Years for a Maximum Compensation Amount Not-to-Exceed \$720,000 (\$144,000/yr) for the Purchase of Police, Fire, and Park Ranger Uniforms and Related Equipment; CEQA status - not a project.
7. Approval of a General Services Contract Number C24189570 with Downtown Streets Team, Inc. in an Amount Not to Exceed \$528,409 for Cleaning Services in the University Avenue and California Avenue Business Districts for a Period of Three Years; CEQA status – Not a Project
8. Approval of Contract Amendments with AgreeYa Solutions, INC., Elegant Enterprise-Wide Solutions, INC., Forsys, INC., Object Technology Solutions, INC., Techlink Systems, INC., ZION Cloud Solutions, INC., and Inspyr Solutions, LLC., for IT On-Call Professional Services, to Increase the Combined Annual Not-To-Exceed Amount to \$1,250,000 and a Contract Not-To-Exceed total of \$3,940,000; CEQA Status - Not a Project.
9. Approval of Contract No. C24188884 With WaterTALENT, LLC for Temporary Consultant Support for Public Works and Utilities Departments in a Not to Exceed Amount of

DRAFT ACTION MINUTES

\$1,896,000 Over Three Years, With Two One-Year Extension Options; Not to Exceed \$830,400 for Year One and Not to Exceed \$532,800 per Year for Years Two and Three and Optional Extensions if Authorized; CEQA Status - Not a Project

Action Items

10. Adopt a Resolution Modifying the City's Objective Design Standards for SB 9 Projects.

MOTION: Council Member Lythcott-Haims moved, seconded by Council Member Veenker to adopt the attached Resolution (Attachment A) modifying the objective design standards for development pursuant to California Senate Bill 9 (SB 9).

MOTION PASSED: 5-2, Lauing, Kou no

11. Discuss the FY 2024 Mid-Year Budget Review and Approve 1) FY 2024 Budget Amendments in Various Funds, and 2) Amendments to the FY 2024 Table of Organization to add 1.00 Full Time Equivalent (FTE) Position. CEQA Status – Not a Project.

MOTION: Council Member Burt moved, seconded by Council Member Lauing to approve:

1. Amendments to the Fiscal Year 2024 Budget Appropriation for various funds and various capital projects, as identified in Attachment A, Exhibits 1 and 2; and
2. Amend the FY 2024 Table of Organization in Attachment B consistent with the budget amendments in Attachment A, adding 1.00 full time position.

MOTION PASSED: 6-1, Tanaka no

12. Adoption of a Resolution Certifying the Need for an Exception to the California Public Employees Retirement System (CalPERS) 180-day Waiting Period to Hire Matthew Raschke as a Retired Annuitant Extra Help Senior Engineer. CEQA status - Not a Project

MOTION: Council Member Kou moved, seconded by Mayor Stone to adopt a resolution certifying the need for an exception to the 180-day waiting period, set forth by CalPERS, to hire Matthew Raschke as a Retired Annuitant Extra Help Senior Engineer.

MOTION PASSED: 6-1, Tanaka no

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Adjournment: The meeting was adjourned at 10:52 P.M.

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ATTEST:

APPROVED:

City Clerk

Mayor

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