

DOCUMENTS IN THIS PACKET INCLUDE:

LETTERS FROM CITIZENS TO THE
MAYOR OR CITY COUNCIL

RESPONSES FROM STAFF TO LETTERS FROM CITIZENS

ITEMS FROM MAYOR AND COUNCIL MEMBERS

ITEMS FROM OTHER COMMITTEES AND AGENCIES

ITEMS FROM CITY, COUNTY, STATE, AND REGIONAL AGENCIES



Prepared for: 11/12/2018

Document dates: 10/24/2018 – 10/31/2018

Set 1

Note: Documents for every category may not have been received for packet reproduction in a given week.

Carnahan, David

From: Ng, Judy
Sent: Friday, October 26, 2018 2:09 PM
To: Council Members; ORG - Clerk's Office; Council Agenda Email
Cc: Keene, James; Shikada, Ed; De Geus, Robert; Flaherty, Michelle; Gaines, Chantal; Tanner, Rachael; Nose, Kiely; Harper, Paul
Subject: 10/29 Council Agenda Questions for Item 4

**Council Question Response**

Dear Mayor and Council Members:

On behalf of City Manager Jim Keene, please find below in **bold** staff responses to inquiries made by Council Member Tanaka in regard to the October 29, 2018 council meeting agenda.

Item 4: Approval of Fiscal Year 2018 Reappropriation Requests and Budget Amendments – CM Tanaka

Item 4: Approval of Fiscal Year 2018 Reappropriation Requests and Budget Amendments – CM Tanaka

Q. 1. The format of Attachment B is not as useful as the format of Attachment A. The fact that there were inaccuracies in each project's management relative to revenue and expenditures is understandable. Attachment A's format provides the reasons for the proposed budget changes. One problem with Attachment A's format is that the original appropriation is in the description field (mostly), rather than in its own column. Having these two numbers clearly visible offers one the opportunity to see the percentage of error/change that was in the previous budget. If there is a project tracking number for the projects in Attachment A—it is missing.

Can you please provide an explanation?

A. 1. **The format of Attachment B and Attachment A differ since Attachment A is focused on Operating Budget Reappropriations while Attachment B focuses on Capital Budget Reappropriations. Project Numbers are not used in the Operating Budget, so they are not included in Attachment A. The explanations for Capital Reappropriations are not as varied as the explanations for Operating Reappropriations so they are explained in the body of the report rather than with each individual line item. This can be found on page 4 of the staff report. Regardless of the recommended adjustment, it does not change the overall budget for the Capital project; instead it shifts the project budget between fiscal years.**

Q. 2. Why didn't the City receive \$10.5 million of revenue from the Dewatering and Loadout Facility in the last fiscal year? Why is it expected this fiscal year?

A. 2. The revenue and expense for the Dewatering and Loadout Facility were both originally budgeted in FY 2018. However, the State Revolving Loan Funding is disbursed to the City as the work on this project is completed, on a reimbursement basis. As such, the shift of the revenue from FY 2018 to FY 2019 brings the budget in line with the anticipated completion of the project. The project was approximately half-way done at the end of FY 2018 and approximately half of the revenue was collected. Reappropriating the remaining revenue ensures appropriate alignment between the FY 2019 budget and the project completion to offset the remaining construction costs. A matching expense reappropriation was not done for this project because the funds were already obligated to the contract and are thereby included in the budget.

Thank you,
Judy Ng



Judy Ng
City Manager's Office | Administrative Associate III
250 Hamilton Avenue | Palo Alto, CA 94301
Phone: (650) 329-2105
Email: Judy.Ng@CityofPaloAlto.org

Carnahan, David

From: Manoj R <hellomanoj@yahoo.com>
Sent: Sunday, October 28, 2018 8:53 PM
To: Council, City
Subject: Appeal to uphold the privacy of our home (3743 Carlson Circle)
Attachments: Raisinghani letter to council (3714 Carlson) - mr1.pdf

Dear council members,

Please see the attached letter as our earnest request to uphold the privacy of our Eichler home. Appreciate your consideration during tomorrow's council meeting and review of the consent calendar.

Warm regards,

Jasleen and Manoj Raisinghani
650 556 3455

From: Jasleen and Manoj Raisinghani
3714 Carlson Circle, Palo Alto CA, 94306

28th Oct, 2018

Re: Appeal to uphold the privacy for our Eichler home

Hello dear council members,

Our appeal case has reached the consent calendar and will be reviewed by you and the city council members on Monday 10/29/2018 (tomorrow evening).

Appeal filing: App # 8

File # **17PLN-00272**

(ID # 9671)

Our neighbor, Tim Perkins and we (my wife Jasleen and I) are not averse to the construction of the 2nd level by the owners at 3743 Redwood Circle. However, we have repeatedly requested the city planning department (Amy French and Graham Owen) that the 3743 Redwood Circle plans be revised so as to **not breach our privacy and to ensure that we can continue to maintain the quality of life** that we have enjoyed in our beautiful Eichler community and neighborhood.

We cherish the inside-out and outside-in Eichler living style!

After multiple reviews and discussions, following are the key outstanding items that we request the council members to earnestly consider towards safe-guarding the privacy of our home along with the privacy needs of Tim Perkins and his immediate neighbor to the right (Andrea) who has two small children.

1. Provide a 40 foot setback instead of the current proposed ~29 feet.
 - a. The 2-story home on the right side of 3743 (Burt at 3747 Redwood Circle) has a 40 feet set-back and was built more than 21 years back. Our request and acceptable compromise is that the 2nd level setback for 3743 Redwood Circle also needs to be at 40 feet just like that of Burt's home.
2. Center the 2nd floor volume.
 - a. We are unable to reconcile that the ne proposed 2nd level volume (mass) placement is mainly on one side – that is, the majority area of the new 2nd level construction will face our backyard and adversely impact our privacy. With the current proposed plans, our home (3714 Carlson Circle) takes the biggest brunt of this new construction.
3. Provide the main windows on the front-face of the 2nd level so it faces the street.
 - a. Multiple homes on Carlson Circle with a 2nd level including our own (3714 Carlson Circle), have a similar plan where the main windows are facing the street – which allows good light and air flow in the home without encroaching the privacy of neighbors.
4. Have additional egress windows to the side walls with no egress windows on the back-wall
 - a. We believe by centering the 2nd level volume, the 'glazed' egress windows can be on the sides (left and right vs. the back) of the home. This allows better distance from the side neighbors versus having the volume of the 2nd level on any one side.

Being in an Eichler community the back-wall of our house opens into the back-yard and is a series of full length sliding glass doors. This is our outside-in and inside-out experience that Eichlers are so well known for. The council and city development office need to consider and uphold the experience and privacy requirements in such classic neighborhoods and communities.

The Eichler guidelines recommend that owners 'must' plant trees in order to block someone from peeping into our homes from their 2nd level which is constructed very close to our backyards. For new construction, such guidelines are un-reasonable because it burdens us with the responsibility to check and file complaints to the city against our neighbors if the trees are short, die or get bare due to some sickness. We can avoid such hardship and long term angst by requiring the new construction of the 2nd level to have at least 40 feet setbacks.

We hope the city planning and development office uses our recommendations as a 'model' for updating the Eichler guidelines including the Individual Review guidelines to keep privacy as the primary focus.

We are interested to maintain harmony and respect among neighbors and, mutual privacy is a key catalyst for a peaceful neighborhood and longer term thriving community. Please help mitigate a situation where privacy is encroached by the building plans as proposed by 3743 Redwood Circle.

Attached are some pictures where you will see first-hand how couple other properties that face our back-yards **breach our privacy currently** by having full view into our homes. We are earnestly trying to stop this from happening again and would really appreciate your consideration.

Looking forward to saying hello to each of you in person.

Warm regards,

Jasleen and Manoj Raisinghani
650 556 3455

PS: please see 3 pictures as examples and proof points to support our request

Picture 1

Picture taken from our kitchen:

- 1- Burt's 2nd level is 40 feet setback – he has straight line of sight into our entire 1st level
- 2 – 3743 Redwood Circle proposed plan for 2nd level will be facing us at this point. With straight sight into our 1st level and adversely impacting our light plane with trees and structure



Picture 2



Picture 3



Carnahan, David

From: Len Filppu <lenfilppu@earthlink.net>
Sent: Monday, October 29, 2018 8:21 AM
To: Council, City
Subject: In Support of Raisinghani Appeal Filing App # 8 File # 17PLN-00272 (ID #9671)

Dear Council Members,

I'm writing in support of Manoj and Jasleen Raisinghani's appeal filing, App # 8 File # 17PLN-00272 (ID #9671), concerning the privacy of their home at 3714 Carlson Circle.

Maintaining personal privacy in our unique Eichler neighborhoods presents unique challenges that will sometimes require careful application of planning regulations and voluntary guidelines. This is such a situation.

The Raisinghanis are asking that reasonable considerations be applied to the proposed construction at 3743 Redwood Circle, they have gone through the proper channels of our City's planning department and discussed the situation with several Council members, and it seems to many of us who live in our Eichler neighborhoods that it is imperative that the City back up its commitment to the new Eichler guidelines with appropriate supportive action.

I urge you to support the Raisinghanis, and by extension, all our Eichler neighborhoods, in their efforts to protect their privacy and maintain their quality of life.

Sincerely,
--Len
Len Filppu
Fairmeadow Neighborhood



Virus-free. www.avast.com

Carnahan, David

From: tim.perkins@yahoo.com
Sent: Monday, October 29, 2018 11:21 AM
To: Council, City
Cc: Manoj Raisinghani; Jasleen Raisinghani
Subject: Request to Remove from Consent Calendar - Raisinghani Appeal Filing App # 8 File # 17PLN-00272 (ID #9671)

October 29, 2018

Dear Palo Alto City Council Members,

I'm writing in support of Manoj and Jasleen Raisinghani's appeal filing, App # 8 File # 17PLN-00272 (ID #9671), concerning the proposed building plans which impacts the privacy of their home at 3714 Carlson Circle. I would speak to the council in person if I did not have a medical appointment conflict.c

In my letters to the planning department regarding this project, the last of which was attached to your council package, I identified privacy as a significant Eichler issue given the unique neighborhood layout and the typical large glass exposures in the side and back yards. Having personal experience living adjacent to a two story house, I know first hand the loss of privacy and the resultant vulnerability and sense of violation.

Maintaining personal privacy in the Fairmeadow Neighborhood Association "Circles' is a unique challenge but the concept can be extrapolated to other Eichler neighborhoods. The Eichler guidelines were a significant step towards addressing Eichler owner and resident concerns, but I do believe additional refinements, perhaps coming from the dialog about 3743 Redwood Circle would add value to the document in its next iteration. Many of us who live in Eichler neighborhoods believe it is important the City listen to the intent of the Eichler Guidelines in addition to meeting the letter of the 'law'.

I urge you to support the Raisinghanis by removing the item from the consent calendar. Your actions will communicate to all Eichler owners and residents that you remain concerned about protecting their privacy and maintaining their quality of life, and that the issue is complex and merits further reflection and discussion.

Sincerely,

Tim Perkins

3712 Carlson Circle
Palo Alto, CA 94306

Carnahan, David

From: pram@apple.com on behalf of Paul Ramsbottom <pram@apple.com>
Sent: Monday, October 29, 2018 12:25 PM
To: Council, City
Subject: Proposed 2-story construction at 3743 Redwood Circle, Fairmeadow, Palo Alto

Dear friends and esteemed Council Members.

My wife and I are homeowners and residents at 3796 Redwood Circle.

We have been made aware of the proposed construction at 3743, which will impact our community.

I am writing to you today, to ask that you remove the approval from your "consent calendar". The goal being to enable better community consultation, to ensure design coherence and privacy protection.

I join others including Manoj and Jasleen Raisinghani who have made a formal appeal filing, App # 8 File # 17PLN-00272 (ID #9671), concerning the privacy of their home at [3714 Carlson Circle](#).

I urge you to support the Raisinghanis, and by extension, all our neighbors, in their efforts to protect their privacy and maintain their quality of life.

We believe it is imperative that the City honor its commitment to the new Eichler guidelines, with appropriate supportive action in this case.

Sincerely,

Paul Ramsbottom

Piyawan Rungsuk

10.29.18

Carnahan, David

From: John Hurst <john.hurst77@gmail.com>
Sent: Monday, October 29, 2018 1:12 PM
To: Council, City
Cc: Manoj Raisinghani; 000 JASLEEN RAISINGHANI
Subject: In Support of Raisinghani Appeal Filing App #8 File #17-PLN-00272 (ID #9671)

October 29, 2018

Dear Palo Alto City Council Members,

I am writing in support of Manoj and Jasleen Raisinghani's appeal filling, App # 8 File # 17-PLN-00272 (ID #9671), concerning the proposed building plans which impacts the privacy of their home at 3714 Carlson Circle.

I have sent previous letters regarding remodel/tear down projects in and around our Circle. Privacy has been raised as a significant issue facing any project involving an Eichler neighborhood like we have in the Fairmeadow tract. The Eichler guidelines are a step in the right direction. The project that I am referencing in this email can also lead to productive dialog on additional steps to ensure that a harmonious solution is found so that neighbors like the Raisinghani's can enjoy their backyard and living area exposed to their backyard without feeling like they are living in a fishbowl. They have made some slight, but significant requests to this project that would be a great step to protecting privacy not just for them, but for any home owner in a Palo Alto Eichler neighborhood concerned about site lines and privacy.

I urge you to support the Raisinghani's by removing the item from the consent calendar. This action will help reiterate that the privacy and site line issue facing all Eichler neighborhoods outside of Green Meadow is complex and merits further discussion.

Sincerely,

John & Julie Hurst
3722 Carlson Circle
Palo Alto, CA . 94306

Carnahan, David

From: Wayne Martin <wmartin46@yahoo.com>
Sent: Wednesday, October 24, 2018 1:21 PM
To: Council, City
Subject: CPA Prioritization Matrix
Attachments: cpa_prioritization_matrix_1.xls

Elected City Council
City of Palo Alto
Palo Alto, CA

Elected Council Members:

An article in the Post suggests that the City Manager is promoting a six-months "study" to determine what, if anything, can be downsized in order to determine how much money might be free to pay CalPERS contributes at a lower discount rate than suggested by CalPERS.

Attached please find a spreadsheet that the City developed for a Council off-site some years ago to provide the Council insight into what the City was doing with the taxpayers money. While the data in the spreadsheet is dated, the point of passing this along to you is to suggest that this sort of exercise has been conducted in the past and didn't take six-months, or more to complete.

It's not suggested that this format needs to be followed, but certainly identifying where the money goes in terms of services and customers and organizing that data is something that every organization would want to do periodically.

Wayne Martin
Palo Alto

Instructions

- 1 Do not over write formula in columns D, F, and H.
- 2 Data is added to these fields by entering a appropriate code from either the Program-Tier or Dept table.
- 3 First enter your appropriate department code into cell E2

Example: If you are in CSD your code is 6. If you enter "6" into cell E2, CSD will appear in cell F2.

- To start entering your departmental data, tab to cell B7.
Using the Program-Tier Table select the appropriate code
- 4 for the program/function you are describing.

Example: If you are in Police and you are preparing the service level justification for Patrol, you would determine that the Program-Tier Type description that best describes the Patrol function is:

A = Essential Service/Health & Safety/Legal Mandate

You would then enter A into cell B7. Cells D7 and F7 would automatically populate with the information. This may seem like a lot of trouble to simply fill in these small fields, but it will be much more consistent in the end.

- Next, in cell G7 enter the corresponding code for your department from the dept table.
- 5

- Now you can begin entering the data for your department, if you need assistance call Carl Yeats at extension 2450.
- 6

General Fund Service Prioritization Matrix - First Draft

Dept	Division	Function	Scalable	Higher Level of Service	Cost	Dept	ASD		Service Impact
							Tier Type	Program/Service Type	
ASD	Accounting	General Ledger/Accounts Receivable	No	Yes	1,927,671	2	Necessary for Proper Organizational Management		Responsible for all General Fund accounting, accounts receivable, CAFR, monthly reporting, State Controllers Report and coordinating annual external audit.
ASD	Accounting	Enterprise	No	Yes		2	Necessary for Proper Organizational Management		Responsible for all Enterprise Fund accounting, accounts receivable, monthly reporting, FERC reporting and coordinating annual external audit.
ASD	Accounting	Accounts Payable	No	Yes		2	Necessary for Proper Organizational Management		Responsible for processing and payment for all payables on a citywide basis.
ASD	Accounting	Payroll	No	Yes		2	Necessary for Proper Organizational Management		Responsible for payroll for all city departments, insurance, PERS processing, and payroll payables processing.
ASD	Admin	Department Administration	No	Yes	781,395	2	Necessary for Proper Organizational Management		Includes Department Director and Administrative Assistant. Necessary for department administration, Agenda Planning, CMR production and citywide coordination.
ASD	Budget	Budget Development, Production & Monitoring	No	Yes	807,961	2	Necessary for Proper Organizational Management		Responsible for the production, monitoring and analysis of the City's budget.
ASD	Purchasing	Purchasing and Contracts Admin	Yes	Yes	1,232,187	2	Necessary for Proper Organizational Management		Responsible for all purchasing administration and purchase order processing on a citywide basis. Receives and processes all RFPs and bids for goods and services and CIPs.
ASD	Purchasing	Stores and Warehousing	Yes	Yes		2	Necessary for Proper Organizational Management		Responsible for the Central Warehousing facility for all city departments. Includes delivery of mail and goods purchased through purchasing. All provides inter-department delivery service to all city facilities.
ASD	Real Estate	Property Management/Leasing/Easement Processing	No	Yes	559,701	2	Necessary for Proper Organizational Management		Responsible for all city property, leases, easements for Utilities construction, right-of-way process and lease and rental payment processing.
ASD	Treasury	Revenue Analysis and Forecasting	No	Yes	233,886	2	Necessary for Proper Organizational Management		Responsible for analysing, forecasting and monitoring all city revenues for the Budget. In addition, coordination and production of the Long Range Financial Plan. Also provides oversight for the Utility Risk Management and the Middle Office functions.
ASD	Treasury	Utility Risk Management	No	Yes	75,006	2	Necessary for Proper Organizational Management		Responsible for Middle Office Utilities Risk Management function.
ASD	Treasury	Investments and Banking	No	Yes	177,309	2	Necessary for Proper Organizational Management		Responsible for the City's investment portfolio for all Funds, monitoring and issuing all debt, making debt service payments, complete of investment reports.
ASD	Treasury	Revenue Collections	No	Yes	<u>941,226</u>	2	Necessary for Proper Organizational Management		Responsible for processing all payment transactions for the City, including utility bill, building permits, parking citations, UUT and TOT payments, paramedic billings, and tax payments.
					6,736,342				

General Fund Service Prioritization Matrix - First Draft

Dept	Division	Function	Scalable	Higher Level of Service	Cost	Dept	ASD		Service Impact
							Tier Type	Program/Service Type	
ATT		City Attorney Admin.	No	No	164,050	1	Legally Mandated		
ATT		Consultation & Advisory			3,077	1	Legally Mandated		
ATT		Council Member Support			292,286	1	Legally Mandated		
									Reduction in Department Support could lead to increased liability losses over time. Also, turnaround time would increase which could lower the level of services from other departments. This could lead to delayed response time to requests from developers and the public.
ATT		Litigation & Dispute Resolution			1,195	1	Legally Mandated		
ATT		Claims Investigation			80,896	1	Legally Mandated		
ATT		Civil Litigation Defense			247,292	1	Legally Mandated		
ATT		City Initiated Litigation			43,741	1	Legally Mandated		
ATT		Official & Administration Duties			682	1	Legally Mandated		
ATT		Legal Document Preparation			68,580	1	Legally Mandated		
ATT		Mandatory Cont. Legal Ed.			50,142	1	Legally Mandated		
									Necessary for Proper Organizational
ATT		Board/Commission Advice	Yes	Yes	145,792	2	Management		
									Necessary for Proper Organizational
ATT		Operating Department Support	Yes	Yes	1,118,169	2	Management		
									Necessary for Proper Organizational
ATT		CAO Support	Yes	Yes		2	Management		
									Necessary for Proper Organizational
ATT		Administrative Services Sup	Yes	Yes		2	Management		
									Necessary for Proper Organizational
ATT		Community Services Support	Yes	Yes		2	Management		
									Necessary for Proper Organizational
ATT		Human Resources Support	Yes	Yes		2	Management		
									Necessary for Proper Organizational
ATT		Fire Support	Yes	Yes		2	Management		
									Necessary for Proper Organizational
ATT		Planning Support	Yes	Yes		2	Management		
									Necessary for Proper Organizational
ATT		Police Support	Yes	Yes		2	Management		
									Necessary for Proper Organizational
ATT		Public Works Support	Yes	Yes		2	Management		
									Necessary for Proper Organizational
ATT		Utilities Support	Yes	Yes		2	Management		

General Fund Service Prioritization Matrix - First Draft

Dept	Division	Function	Scalable	Higher Level of Service	Dept		Program/Service Type	ASD	Service Impact
					Cost	Tier Type			
ATT		Ind. Investigat'n/Pub. Inqu	Yes	Yes	143,885	2	Necessary for Proper Organizational Management		
ATT		Code Enf./Nuisance Abatemen	Yes	Yes	249,463	2	Necessary for Proper Organizational Management		Reduction in code enforcement litigation would reduce the amount of Code Enforcement done by the City as a whole. This is policy choice for the Council
					2,609,250				
AUD	Audit	Financial Audits	No	No	153,819	1	Legally Mandated		The annual external audit is required by the City Charter, regulatory, and grant-making agencies.
AUD	Audit	Performance audits	Yes		529,469	2	Necessary for Proper Organizational Management		The City Charter prescribes that the city auditor conduct internal audits of city departments. These audits are intended to promote honest, efficient, effective, and fully accountable city government. The annual Service Efforts and Accomplishments Report provides information on the performance of city departments and the cost of providing city services. The City Council approves the annual audit work plan. Current audits include contract contingencies and workers' compensation.
AUD	Audit	Revenue audits	Yes		119,373	2	Revenue Generating/Self Supporting/Allocated Cost		This function generates revenue in excess of expenditures.
					802,661				
CLERK		Council Support	Yes		456,118	1	Legally Mandated		Preparation draft and final Council agendas, posting of agendas. Attendance at Council meetings and preparation of minutes. Board & Commission recruitments. Council events such as the State of the City, Reorganization Meeting, & Legislative Meetings. Council support such as City Clerk reviewing mail with Mayor, processing Council travel expenses and registration, & proclamations. These functions are essential to the city and can not be cut.
CLERK		Election/Conflict of Interest			63,397	1	Legally Mandated		City Clerk management of elections with staff support. Administration of Conflict of Interest Code. These functions are essential to the city and can not be cut.
CLERK		Legislative Records Management			96,931	1	Legally Mandated		Management of updates to the Municipal Code. Administration of citywide and department records (resolutions, ordinances, deeds, leases, minutes, and correspondence). These functions are essential and any cut to them would lessen the ability to handle public and city requests for records and public records requests.

General Fund Service Prioritization Matrix - First Draft

Dept	Division	Function	Scalable	Higher Level of Service	Cost	Tier Type	Dept		ASD	Service Impact
							Program/Service Type			
CLERK		Public Information	Yes	Yes	79,567	2	Necessary for Proper Organizational Management			Public information includes assisting the public with information at the front counter, on the telephone, and with the microfiche. The preparation of the roster and updating the web page for the City Clerk and City Council. This is an essential function that can not be cut.
CLERK		Administration	Yes		<u>81,065</u>	2	Necessary for Proper Organizational Management			Attendance at meetings and training classes, purchasing functions (ordering, processing purchase orders & invoice payments), and management of department functions. Administration of department budget. The majority of these functions are required for the function of the department. The only item that could possibly be cut would be training, which would have a detriment to the department by not be up to date on new laws and new procedures for records.
					777,078					
CM	City Management	City Management	Yes	No	454,225	1	Legally Mandated			Elimination of the core city management function would remove the essential leadership role of the city manager and key staff members as it relates to implementation of Council policies and general city operations.
CM	City Management	Council Relations	Yes	No	285,211	1	Legally Mandated			Elimination of Council relations would severely impact the preparation of the Council Agenda, responses to Council questions, orientation of new Council Members, and the monitoring of Council's Top 5 Priorities.
CM	City Management	City Manager Department Admin.	No	No	232,394	2	Necessary for Proper Organizational Management			General department administration consists of staff meetings, time card review, performance evaluations, administrative support to the City Manager, and managing the City Manager's Office budget. Elimination of the administration function would seriously limit the ability of the City Manager's Office to operate.
CM	City Management	Interdepartmental Coordination	No	No	147,887	2	Necessary for Proper Organizational Management			Elimination of the interdepartmental coordination function would remove the current oversight of the 13 city departments and the Capital Improvement Program by the City Manager's Office.
CM	City Management	Intergovernmental Relations/Legislation	Yes	No	264,084	2	Necessary for Proper Organizational Management			The elimination of the intergovernmental relations/legislation function would reduce the City's ability to interact with federal, state and other local agencies, as well as the PAUSD, Chamber of Commerce, Stanford University, and community groups.
CM	City Management	Sustainability	Yes	Yes	21,127	4	Other			The elimination of the this function would end the oversight the City Manager's Office provides to the City's sustainability efforts, although other department efforts might continue.

General Fund Service Prioritization Matrix - First Draft

Dept	Division	Function	Scalable	Higher Level of Service	Cost	Tier Type	Program/Service Type	ASD		Service Impact
								Dept	ASD	
CM	Economic Development	Special Projects	Yes	No	74,199	2	Council Top 5 Priority/Milestone			Elimination of special projects would limit staff's ability to provide support to Mayor's Retail Committee or other future ad hoc committees. It would also seriously limit the City's redevelopment efforts should Council decide to identify a future project area. Additionally, a reduction within this function would force the Business Improvement District invoicing to nearly 800 businesses to be reassigned.
CM	Economic Development	Economic Analysis	Yes	No	148,399	2	Revenue Generating/Self Supporting/Allocated Cost			Economic Analysis consists of maintenance of commercial vacancy data, maintenance of a broker contact list, updating and maintaining data on business operations in Palo Alto (e.g. Dun & Bradstreet database, Employment Development Department database, Metroscan, review of sales tax, property tax & transient occupancy tax). Elimination of economic analysis would eliminate the maintenance of the commercial vacancy data and broker contact list.
CM	Economic Development	Business Outreach/Coordination	Yes	No	96,459	2	Revenue Generating/Self Supporting/Allocated Cost			This function is responsible for a variety business retention activities, work on the Auto Dealership Policy, general business outreach visits, coordination with the Chamber of Commerce on the Shop Palo Alto Campaign, planning for the quarterly Economic Forums, and external and internal liaison activities between the City and the business community, marketing for Palo Alto, Downtown Coordination Meeting leadership, and point of contact for business related questions. Elimination or reduction in this function would limit site research for auto dealers, decrease the number of business outreach visits, and eliminate the Quarterly Economic Forums.
CM	Public Communications	Public Communications	Yes	Yes	286,417	3	Enhances Productivity/Customer Service			Elimination of this function would severely impact the ability to communicate with the public during City emergencies, keep the community informed through print and electronic media, and research and respond to the concerns of individual residents.
CM	Public Communications	Council/Public Communication & Correspondence	Yes	Yes	-	3	Enhances Productivity/Customer Service			
					2,010,402					
CSD	Administration	Management, leadership, administrative support and departmental allocated charges	Yes	No	7,290,673	2	Necessary for Proper Organizational Management			Elimination of leadership, supervision and administrative support for five divisions with 150 FTE, \$19 million budget and hundreds of programs and services. NOTE: Includes department-wide indirect allocated charges including vehicle replacement, computer replacement, liability insurance, cost plan, etc.

General Fund Service Prioritization Matrix - First Draft

Dept	Division	Function	Scalable	Higher Level of Service	Dept		Program/Service Type	ASD	Service Impact
					Cost	Tier Type			
CSD	Administration	Enjoy Catalog	Yes	No	60,000	2	Revenue Generating/Self Supporting/Allocated Cost		Development, graphics, printing and distribution of Enjoy Catalog. Responsibilities of department head and the two Arts and Culture managers are greatly increased. Reductions in service to the Public Arts Commission, Neighbors Aboard, and Community Theater and the arts community.
CSD	Arts & Culture	Arts and Culture Division Manager	No	Yes	152,950	2	Necessary for Proper Organizational Management		Art Center is open 7 days a week and 4 nights. Over 200 volunteers are recruited annually contributing a significant amount of hourly support to the administration and programs of the Art Center.
CSD	Arts & Culture	Art Center Administration, facility rental, volunteer and program support.	Yes	Yes	477,271	2	Necessary for Proper Organizational Management		Arts and Culture Administration is now split 50/50 between two positions. It includes the Art Center, Children's Theatre, Community Theatre, Cubberley Artists, and a variety of programs for all ages. It includes staff liaison to Public Art Commission and Neighbors Abroad.
CSD	Arts & Culture	Arts & Culture Administration Art Center: Adult Studio Programs, classes, workshops, open studios, special events. It serves approximately 2,000 adults annually.	No	No	112,375	2	Necessary for Proper Organizational Management		Elimination of this program results in a net loss of \$31,436 to the City's general fund due to the revenue loss and support from the Palo Alto Art Center Foundation.
CSD	Arts & Culture	Art Center: Children's Art Education, classes, camps, workshops, Project LOOK!, Family Days, and Family Guides to exhibitions.	Yes	Yes	194,326	2	Revenue Generating/Self Supporting/Allocated Cost		Elimination of this program results in a net loss of \$10,182 to the City's general fund due to the revenue loss and support from the Palo Alto Art Center Foundation. It serves approximately 10,000 children and their families annually.
CSD	Arts & Culture	Children's Theater: Classes, Camps and Conservatory. Formal classes for young people such as acting, improvisation, dance, etc. Camps such as Sneak Preview and Playing Along and the conservatory program	Yes	Yes	204,818	2	Revenue Generating/Self Supporting/Allocated Cost		No City sponsored instruction in Theater programs would be provided, service includes training in theatre as well as valuable leisure time programs. Revenue produced is \$90,756
CSD	Arts & Culture	Adult music and dance offer a wide variety of choices in the performing and healing art fields, including afro-brazilian, tango, salsa, ballet and belly dancing as well as capoeira and wild goose gigong.	Yes	Yes	82,301	2	Revenue Generating/Self Supporting/Allocated Cost		Adult music and dance classes offer a wide variety of choices in the performing and healing art fields, including afro-brazilian, tango, salsa, ballet and belly dancing as well as capoeira and wild goose gigong. Revenue produced is \$79,420.
CSD	Arts & Culture	Music and Dance Adult Class Program Music and Dance Children's Class Program.. Dance includes tiny tots, preschool and children's ballet, creative, hip-hop and capoeira	No	Yes	84,834	2	Revenue Generating/Self Supporting/Allocated Cost		Elimination of service would mean no City sponsored training in the arts. Revenue produced is \$82,580.

General Fund Service Prioritization Matrix - First Draft

Dept	Division	Function	Scalable	Higher Level of Service	Dept		Program/Service Type	ASD	Service Impact
					Cost	Tier Type			
CSD	Arts & Culture	Outdoor Concerts: Provide two summer concert series. The Brown Bag noon time concerts in downtown Palo Alto and the evening Twilight Concerts.	No	No	13,930	2 Cost	Revenue Generating/Self Supporting/Allocated		This program is funded through fundraising. The only cost to City is the regular FTE to coordinate the program.
CSD	Arts & Culture	Children's Theatre: Wingspread Program. Summer Stock experience for high school and college students, for a family audience	Yes	Yes	153,567	4 Other			Wingspread program provides teens and college students a positive and productive summer theatrical program. Revenue produced is \$14,500. Elimination of this core program would eliminate the basic foundation of all other Art Center programs and revenue loss from the Palo Alto Art Center Foundation which enables publications and special programs in conjunction with exhibition. This program targets young and old with approximately 30,000 visitors annually.
CSD	Arts & Culture	Art Center: Exhibition Program, core program for Art Center upon which all other programs are based.	Yes	Yes	154,752	4 Other			Elimination of this area eliminates maintainance of art works in the City's Permenant Collection, administration of the Collection, and Public Art Commission staff support. Eliminates administration of CIP funds (\$60,000) with loss of public art projects through out Palo Alto and of matching funds in support of the projects. Last year this totaled approximately 50%.
CSD	Arts & Culture	Art in Public Places (general fund) Children's Theatre Productions, Facility and Administration. Core program of Plays presented for a Family Audience. Leadership Programs, Cast and Crew Training, Special Events, Facility,	Yes	No	81,313	4 Other			Elimination of this core program would eliminate local chridren's threater for young people who participate in plays and or attend productions.
CSD	Arts & Culture	Equipment Maintenance	Yes	Yes	578,846	4 Other			Revenue produced is \$91,000
CSD	Arts & Culture	Childrens Theatre: Outreach Program. Program done in cooperation with the PAUSD, District PTAs, provides tryouts, rehearsals and preformances at the elementary schools for students and provides tryouts, rehearsals at middle schools for students with preformances at the Children's Theatre. Elementary schools have an outreach program every third year and middle schools every year	Yes	Yes	181,468	4 Other			If service is eliminated there would be reduced local opportunities for chridren.

General Fund Service Prioritization Matrix - First Draft

Dept	Division	Function	Scalable	Higher Level of Service	Dept		Program/Service Type	ASD	Service Impact
					Cost	Tier Type			
CSD	Arts & Culture	Community Theatre and Opera Program. Enables the Palo Alto Players, TheatreWorks and West Bay Opera to present a variety of dramas, comedies, musicals and operas to an audience of over 50,000 people Concerts at the Art Center and other locations.	No	No	217,956	4 Other			If this program were eliminated local theatre and opera performances would be reduced. Year round series of music concerts at the Art Center and at other locations for children and adults in a variety of musical styles.
			Yes	No	13,930	4 Other			
CSD	Cubb/Human Services	Human Services and Cubberley Center Administration and Staff Supervision	Yes	No	194,510	2 Necessary for Proper Organizational Management			Elimination of staff support would result in an inability to effectively manage budget, contracts, division personnel and general administration of the division which includes both Human Services and Cubberley. Rental and Leases of theatre, gyms and rooms generated \$2 million for 03/04. Reductions in staffing will result in a lower standard of building maintenance that will impact health & safety and negatively impact revenues. Maintenance costs are recovered by the revenue generated in the rental and leasing function.
CSD	Cubb/Human Services	Cubberley Center rental, lease and maintenance services	No	Yes	489,848	2 Revenue Generating/Self Supporting/Allocated Cost			
CSD	Cubb/Human Services	Child Care	No	Yes	71,128	2 Revenue Generating/Self Supporting/Allocated Cost			Elimination would cut City management of the school age after-school care programs located on PAUSD sites throughout the community. \$1,278,853 in funding provided to non-profits for human services & basic needs. \$55,594 represents staffing costs. Elimination of the fund will eliminate the City's safety-net of services including senior services, child care subsidies, homeless services, etc.
CSD	Cubb/Human Services	HSRAP	Yes	Yes	1,334,447	3 Program targets at-risk children/teens/seniors			\$80,238 goes to staffing. Family Resources' focuses on information and referral to families with infants through teens. Elimination of staffing would eliminate data base, web site and ambassador program. Program to train and integrate homeless or at-risk-homeless into workforce would be terminated.
CSD	Cubb/Human Services	Family Resources	Yes	Yes	120,211	4 Other			40 acres of PAUSD fields may become unsafe and unusable for community and youth; eliminate field brokering for user groups resulting in fewer fields for sports organizations; long term maintenance issues will arise and be costly.
CSD	Cubb/Human Services	Seasonal Workers Program	No	Yes	43,185	4 Other			
CSD	Golf and Parks	PAUSD -field maintenance	Yes	No	365,954	1 Health and Public Safety			With the elimination of this service 77 City fields may become unsafe and unusable for youth and adult activities; eliminate field brokering for user groups resulting in fewer fields for sports organizations; long term maintenance issues will raise operating costs.
CSD	Golf and Parks	City Athletic Field Maintenance	Yes	No	408,384	1 Health and Public Safety			

General Fund Service Prioritization Matrix - First Draft

Dept	Division	Function	Scalable	Higher Level of Service	Cost	Dept	Tier Type	Program/Service Type	ASD		Service Impact	
									ASD	ASD		
CSD	Golf and Parks	City Park & Facilities	Yes	No	1,020,276	1	Health and Public Safety					
CSD	Golf and Parks	Business Operations	No	No	55,546	2	Necessary for Proper Organizational Management					
CSD	Golf and Parks	Golf Course Supervision, Repair and Maintenance	No	No	770,824	2	Revenue Generating/Self Supporting/Allocated Cost					
CSD	Golf and Parks	Utility Landscape Maint. Services	No	No	13,976	2	Revenue Generating/Self Supporting/Allocated Cost					
CSD	Golf and Parks	Lawn bowling green	Yes	Yes	39,792	4	Other					
		Resource and Wildlife Management (management of protected species, mountain lions, deer coyotes; management of lakes and ponds for the health of fish and water bird populations)										
CSD	Open Space	Weed abatement on city-owned parcels and along bike paths	Yes	Yes	114,000	1	Health and Public Safety					
CSD	Open Space	Emergency Response for medical aide, rescues, fire and critical incidents	No	No	50,000	1	Health and Public Safety					
CSD	Open Space	Maintenance natural areas - control of non-native plants; tree maintenance; creek clearing and management	No		76,000	1	Health and Public Safety					
CSD	Open Space		No	No	95,000	1	Health and Public Safety					

General Fund Service Prioritization Matrix - First Draft

Dept	Division	Function	Scalable	Higher Level of Service	Dept		Program/Service Type	ASD	Service Impact
					Cost	Tier Type			
CSD	Open Space	Law Enforcement Maintenance on Open Space facilities (trails, free picnic areas, etc.)	No	No	76,000	1	Health and Public Safety		There may be an increase in vandalism and large scale dumping, as well as a negative impact on the wildlife from dogs off leash and hazardous materials dumped in the park. Elimination of these FTE would result in reduced recreational opportunities and would effect customer satisfaction.
CSD	Open Space	Interpretation Fee-based Programs	Yes	Yes	165,000	2	Council Top 5 Priority/Milestone Revenue Generating/Self Supporting/Allocated		Elimination of these FTE would result in a loss of \$35,000 due to revenue loss.
CSD	Open Space	Volunteer Coordination/ Co-sponsored volunteer projects.	Yes	Yes	58,000	2	Cost		Elimination of these FTE would result in a loss of 10,000 volunteer hours (equivalent to 5 FTE; donated labor services values at \$167,500 annually.) 3,000 people who currently volunteer would not be able to participate on hands-on habitat restoration programs. If this work were not performed, non-native invasive weeds would spread by more than 50 acres per year. Elimination of these FTE and contract would result in loss of revenue from picnic reservations and increase complaints about litter and noise. Mitchell and Rinconada Parks would be over-used on weekends from uncontrolled groups and parties. Trash would not be removed during the weekends in these parks. There would be an increase in police and ranger calls to deal with violations that the contracted staff currently handle. Restrooms at Greer, Hoover, and Mitchell Parks would not be unlocked on weekends.
CSD	Open Space	Downtown Park Patrol	No	No	8,000	3	Enhances Productivity/Customer Service		Elimination of this service would result in passive ecological education from literature and displays. 75,000 visitors per year would not be assisted by the City Naturalist. There would be an increase in violations due uniformed park visitors.
CSD	Open Space	Operation of the Baylands Nature Center (exhibits, free programs, lab study, visitor assistance)	Yes	Yes	35,000	3	Enhances Productivity/Customer Service		Would result in elimination of summer campfire programs, guided hikes, star parties and some nature programs. Alternate; volunteer led free programs.
CSD	Open Space	Interpretation Free Programs	Yes	Yes	84,000	4	Other		Elimination of this service would result in a loss of revenue of \$18,500. 15,000 visitors annually would not be able to camp at Foothills Park, reserve group picnic areas, use the meeting rooms at Foothills Park or Baylands Interpretive Center, or reserve exclusive-use space for weddings or memorial services.
CSD	Open Space	Maintenance Revenue Generating Facilities (Rented rooms, rentable picnic areas, campground,,)	Yes	Yes	78,000	4	Other		Recreation and Youth Sciences Adminstration includes Divison Manager, Staff Secretary, Manager of the Junior Museum and Zoo and 1.5 FTE Office Specialists.
CSD	Recreation & Youth Sciences	Recreation and Youth Sciences Division Administration	Yes	No	270,000	2	Necessary for Proper Organizational Management		

General Fund Service Prioritization Matrix - First Draft

Dept	Division	Function	Scalable	Higher Level of Service	Cost	Tier Type	Program/Service Type	ASD	
								Dept	Service Impact
CSD	Recreation & Youth Sciences	Facility - Lucie Stern Community Center	No	No	320,066	2	Necessary for Proper Organizational Management	Recovers 28% of costs. If this service is reduced or eliminated service impact includes 700 rentals per year, the facility allows for 280 classes per year (70% children/youth classes) with a total of approximately 50,000 annual users. Includes custodial and front desk and registration personnel related to class registrations of over \$1.2 million each year.	
CSD	Recreation & Youth Sciences	Facility - Mitchell Park Community Center	Yes	No	188,215	2	Necessary for Proper Organizational Management	Recovers 27% of costs. If this service is reduced or eliminated service impacts include approximately 3,800 visits by youth and teens dropping-in/participating at the teen center and various teen and youth dances and events, 200+ rentals, 150+ recreation, dance and art programs for youth and adults. Includes custodial, front desk and registration personnel.	
CSD	Recreation & Youth Sciences	Facility - Rinconada Pool	Yes	No	#REF!	2	Necessary for Proper Organizational Management	Recovers 7% of costs. Facility allows for the adult, youth and teen aquatics programs.	
CSD	Recreation & Youth Sciences	Jr. Museum Administration	No	No	160,000	2	Necessary for Proper Organizational Management	Recreation and Youth Sciences Adminstration. If service ia reduced or eliminated impact includes no service to 150,000 visitors annually that often reference and register for classes at the front desk at the Junior Museum and Zoo.	
CSD	Recreation & Youth Sciences	Jr. Museum Customer Service & Front Desk Operation	No		113,227	2	Necessary for Proper Organizational Management	Service impact includes all zoo related classes, camps and visits and the well-being of all the animals at the zoo.	
CSD	Recreation & Youth Sciences	Junior Museum and Zoo - Zoo Operation	No	Yes	129,697	2	Necessary for Proper Organizational Management	Service impact includes USTA, Palo Alto Tennis Club and other tournament tennis organizations that rely on reservations to play on Palo Alto tennis courts.	
CSD	Recreation & Youth Sciences	Facility - Tennis Court scheduling	No	No	#REF!	2	Necessary for Proper Organizational Management	Recovers all direct costs and regular staff salaries. Service impact includes 6,000 annual participants in various adult recreation programs, many of which have a health and wellness focus.	
CSD	Recreation & Youth Sciences	Adult Special Interest Classes - example Yoga, Dance, Financial Strategies for Retirement	Yes	No	#REF!	2	Revenue Generating/Self Supporting/Allocated Cost	Recovers 81% of costs. Theoretical net saving if this service is eliminated is approximately \$25,000. Service impact includes 2,000 participants in adult sports programs providing opportunities for adults to participate in health and fitness activities.	
CSD	Recreation & Youth Sciences	Adult Sports - Volleyball Leagues, Softball League, Basketball Leagues, Drop-in Volleyball, Drop-in Badminton	Yes	No	#REF!	2	Revenue Generating/Self Supporting/Allocated Cost	Recovers all direct costs including regular staff salaries. Service impact includes 40,000 annual lap swim participants and approximately 100 adult swim lessons.	
CSD	Recreation & Youth Sciences	Aquatics Adults - Masters Swim, Lap Swim, Swim Lessons/Adult	Yes	No	#REF!	2	Revenue Generating/Self Supporting/Allocated Cost	Recovers 84% of costs. Service impact includes 36,000 recreation swim participants and 2,300 youth swim lessons.	
CSD	Recreation & Youth Sciences	Aquatics Youth - Recreation Swim, Swim Lessons, Palo Alto Swim Club	Yes	No	#REF!	2	Revenue Generating/Self Supporting/Allocated Cost	Recovers all direct costs including regular staff salaries.	
CSD	Recreation & Youth Sciences	Collaborations - example: Table Tennis Club	Yes	No	#REF!	2	Revenue Generating/Self Supporting/Allocated Cost		

General Fund Service Prioritization Matrix - First Draft

Dept	Division	Function	Scalable	Higher Level of Service	Cost	Tier Type	ASD		Service Impact
							Program/Service Type		
CSD	Recreation & Youth Sciences	Facility - Park and Field reservations	No	No	#REF!	2	Revenue Generating/Self Supporting/Allocated Cost		Recovers all direct costs and regular staff salaries. Service impact includes 100+ user groups that use the Palo Alto fields.
CSD	Recreation & Youth Sciences	Junior Museum and Zoo Special Events	No	Yes	5,000	2	Revenue Generating/Self Supporting/Allocated Cost		Recovers all costs.
CSD	Recreation & Youth Sciences	Junior Museum and Zoo Summer Camps	No	Yes	202,873	2	Revenue Generating/Self Supporting/Allocated Cost		Recovers 93% of costs. Service impact includes 900 participants in Junior Museum & Zoo summer camps
CSD	Recreation & Youth Sciences	Recreation Middle School Athletics - collaborative with PAUSD	Yes	Yes	#REF!	2	Revenue Generating/Self Supporting/Allocated Cost		Recovers 70% of costs. Service impact includes approximately 1,000 middle school kids, some at-risk, participating in middle school sports.
CSD	Recreation & Youth Sciences	Recreation Seniors - examples: Sr. New Year's Day Bash . Friendship Day	Yes	Yes	#REF!	2	Revenue Generating/Self Supporting/Allocated Cost		Recovers all direct costs and regular staff salaries. Service impact includes 250 participants at the annual new years eve party.
CSD	Recreation & Youth Sciences	Recreation Youth Day Camps - examples: Foothills camps, Camp Story book, Hi Five Camp	Yes	No	#REF!	2	Revenue Generating/Self Supporting/Allocated Cost		Recovers all direct costs and regular staff salaries. Service impact includes approximately 1,000 pre-school, youth and teen summer camp participants.
CSD	Recreation & Youth Sciences	Recreation Youth Special Interest Classes - examples: gymnastics, soccer, golf, music, babysitter training	Yes	No	#REF!	2	Revenue Generating/Self Supporting/Allocated Cost		Recovers all direct costs and regular staff salaries. Service impact includes approximately 9,000 pre-school, youth and teen participants in various recreation programs.
CSD	Recreation & Youth Sciences	Recreation Youth Sports - 8th Grade Basketball; Tournament, Jr. Tennis Tournament., Jr. Golf Tournament., Sports camps	Yes	Yes	#REF!	2	Revenue Generating/Self Supporting/Allocated Cost		Recovers all direct costs and regular staff salaries. Service impact includes approximately 2,000 pre-school, youth and teen summer camp participants.
CSD	Recreation & Youth Sciences	Recreation Therapeutics - examples: summer camp and Omega Club	Yes	No	#REF!	2	Revenue Generating/Self Supporting/Allocated Cost		Recovers 75% of costs. Service impact includes participation of 12 high functioning disabled adults in bi-monthly outings and an annual summer camp for approximately 20 disabled youth.
CSD	Recreation & Youth Sciences	Adult Individual Sports & Tournaments - Senior Softball, Fun Runs	Yes	No	51,489	2	Revenue Generating/Self Supporting/Allocated Cost		Recovers 22% of costs. The Moonlight Run is also a collaboration with the Weekly that donates proceeds to various charities in Palo Alto.
CSD	Recreation & Youth Sciences	Junior Museum and Zoo Classes & Birthday Parties- examples: Zoology for Preschoolers, Ice Science, Giant Construction	No	Yes	84,902	2	Revenue Generating/Self Supporting/Allocated Cost		Recovers 68% of costs. Service impact includes 4,500 participants in various Junior Museum & Zoo classes and programs.
CSD	Recreation & Youth Sciences	Junior Museum and Zoo Science Outreach - PAUSD Schools & East Palo Alto	Yes	Yes	136,823	2	Revenue Generating/Self Supporting/Allocated Cost		Recovers 79% of costs. Service Impact includes 1,650 kids participating in science outreach programs at PAUSD schools.
CSD	Recreation & Youth Sciences	Intervention/Special Needs - Positive Alternatives for Youth	Yes	Yes	104,847	3	Program targets at-risk children/teens/seniors		Recovers 7% of costs. Service impact includes approximately 14 middle school interns participating in community service volunteer program, Ventura neighborhood homework center, teen job coaching and opportunities for teens to complete community service sentence hours.

General Fund Service Prioritization Matrix - First Draft

Dept	Division	Function	Scalable	Higher Level of Service	Dept		Program/Service Type	ASD	Service Impact
					Cost	Tier Type			
CSD	Recreation & Youth Sciences	Junior Museum and Zoo Exhibits	No	Yes	151,767	4 Other			This is the core service of the Jr. Museum. Recovers 16% of costs. Theoretical net saving if this service is eliminated is approximately \$126,767. Service impact includes 150,000 annual visitors to the Junior Museum & Zoo
CSD	Recreation & Youth Sciences	Recreation Special Events - May Fete Parade, Chili Cook-Off	Yes	No	#REF!	4 Other			Recovers 8% of costs. Service impact includes 10,000 participants and onlookers at the Children's May Day parade - now in its 83rd year, and 10,000 participants at the Chili Cook Off - now in its 23rd year.
CSD	Recreation & Youth Sciences	Recreation Teen Programs - examples: teen center, teen summer camps, dances, teen band events, skate park, Youth Council	Yes	No	237,611	4 Other			Recovers 25% of costs. Service impact includes approximately 3,800 middle school youth and teens dropping-in/participating at the teen center and various teen and youth dances and events. Further service impacts are 200 participants in teen camps, reduced juvenile crime and sense of belonging for the City's youth.
FIRE	Admin	Fire Admin. 75010001	Yes	Yes	2,944,793		Necessary for Proper Organizational		Reduction of management position. Reduced program oversight and workload resource reallocation.
FIRE	FPB	Fire Cause Investigation 75030005	No	Yes	93,349	1 Legally Mandated			Required by the Fire Code (Title19).
FIRE	FPB	Haz. Mat. Code Enforcement 75030004	No	Yes	510,508	1 Legally Mandated			Required by Title 19 and 27 of the State Code.
FIRE	FPB	Fire/Bldg. Code Research & Development 75030002	No	Yes	657,917	1 Legally Mandated			Required by Title 19 of the State Code.
FIRE	FPB	Enviromental Coordination 75030003	Yes	Yes	58,160	2 Enhances Productivity/Customer Service	Necessary for Proper Organizational		Reduction of management position. Management oversight and program workload would need to be reallocated.
FIRE	FPB	Environmental Safety Mgmt. Admin. 75030001	No	Yes	135,134	2 Management			Necessary for oversight and management of the Fire Prevention Bureau
FIRE	FPB	Public Education 75030006	Yes	Yes	190,195	3 Enhances Productivity/Customer Service			Elimination / reduction of safety and fire prevention education in schools and community, bicycle safety program, fire station tours, etc.
FIRE	OES	Community & City Disaster Prep/PANDA 75030007	Yes	Yes	332,416	3 Enhances Productivity/Customer Service	Necessary for Proper Organizational		Reduction of citizen training and loss of training class revenues.
FIRE	Ops	Systems Develop. & Mgmt. 75050004	Yes	Yes	71,659	2 Management			Reduction of community resources for disaster response.
FIRE	Supp	Emergency Response & OSHA-Mandated Trg includes: 75040001 FIR Training/Personnel, 75040002 Training/Technical Development, 75040003 Recruit & Selection	No	N/A	1,871,926	1 Legally Mandated			Use of outdated software / manual reporting systems. Reduced efficiency and less accurate data collection.
									Required by State (Cal-OSHA). Elimination would not allow us to meet mandates. Contracting the service out would be cost-prohibitive.

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Dept	Division	Function	Scalable	Higher Level of Service	Cost	Tier Type	ASD		Service Impact
							Program/Service Type		
Emergency Response Includes: 75020001, Basic Emergency 75020002, Advanced Emergency 75020003, Fire Suppression 75020004, Haz. Mat Response 75020005, Emergency Srv. Readiness 75020006 FIR Records & Info Mgmt. Admin.									
FIRE	Supp	Emergency Srv. Readiness 75020006 FIR Records & Info Mgmt. Admin.	Yes	Yes	13,811,502	1	Legally Mandated Necessary for Proper Organizational		Changes in these areas could result in increased response times, staffing level reductions, reduction of service level and quality, loss of revenues
FIRE	Supp	75050001	No	N/A	119,624	2	Management Necessary for Proper Organizational		Required reporting systems and data entry
FIRE	Supp	Public Info 75050003	No	N/A	150,197	2	Management Necessary for Proper Organizational		Required to fulfill requests for public records.
FIRE	Supp & FPB	Reqd. Reporting Systems Maint. 75050002	No	N/A	<u>571,761</u>	2	Management		Maintenance of required reporting systems
21,519,139									
HR	Admin Support	Administrative Support	No	No	121,443	2	Necessary for Proper Organizational Management Necessary for Proper Organizational		telephones, correspondence, walk-in inquiries
HR	Admin Support	Personnel Actions	No	No	59,923	2	Management		Processing Personnel Actions
HR	Administration	Administrative Support	No	No	41,639	2	Necessary for Proper Organizational Management		Telephones, correspondence, walk-in inquiries, filing, calendaring, payment of invoices, monitoring contracts, maintaining office supplies. Record retention.
HR	Administration	Technical support	No	No	70,792	2	Necessary for Proper Organizational Management Necessary for Proper Organizational		Monitor and implement technical requirements. Work with end user and IT. Liaison with IT for HRIS system. Provide training and assistance to staff relating to business application issues. Perform audit and validation checks.
HR	Administration	Administration	No	No	28,862	2	Management Necessary for Proper Organizational		Department administration. Meet with Executive Staff for City-wide organizational, budgetary and operational planning
HR	Employment	Employment Services	No	No	94,000	2	Management		Sourcing, recruitment, testing and hiring of qualified applicants. Mentoring individuals in pursuing their careers.
HR	ER & Comp	Labor Relations	No	No	165,000	1	Legally Mandated		Negotiations. Services include compensation info; bargaining settlements and trends; contract research and analysis. Negotiations support.
HR	ER and Comp	Employee Relations	No	No	216,455	2	Necessary for Proper Organizational Management		Discipline and Investigations, Policy development and administration. Advice and consultation on general personnel matters.
HR	ER and Comp	Employee Compensation	No	No	119,489	2	Necessary for Proper Organizational Management		Administration of classification and compensation program. Addressing surveys and related inquiries. Personnel systems management, position control, vacancy reporting, etc.

General Fund Service Prioritization Matrix - First Draft

Dept	Division	Function	Scalable	Higher Level of Service	Dept		Program/Service Type	ASD	Service Impact
					Cost	Tier Type			
HR	ER and Comp	Performance Management	No	No	26,896	2	Necessary for Proper Organizational Management		Managing staff on performance and career development Processing WC claims, coordination of medical treatment, complete OSHA log, coordination of return to work, manage claim process and TPA services, communication with employees and mgmt, maintain leave buckets in SAP, review claims for trends, safety issues, hazards, loss control and insurance issues.
HR	Risk & Benefits	Workers Compensation	No	No	117,930	1	Legally Mandated		
HR	Risk & Benefits	Injury & Illness Prevention Program	No	No	8,280	1	Legally Mandated		Manage and maintain the City's Injury & Illness Prevention program. Provide consultation on corrective actions for safety issues and hazards to mitigate unsafe work conditions and practices. Maintain safety program records
HR	Risk & Benefits	Safety Program	No	No	19,740	1	Legally Mandated		Conduct periodic inspections of City operation and facilities
HR	Risk & Benefits	Inspections	No	No	8,280	1	Legally Mandated		Develop and provide training as required by law, including Fit Testing, Ergonomics and DOT as well as updating training as needed
HR	Risk & Benefits	Safety Training	No	No	8,280	1	Legally Mandated		Manage City insurance program- negotiate premiums and interpret various coverages. Represent City at JPA risk pool meetings. Administer Special Events insurance program.
HR	Risk & Benefits	Insurance programs	No	No	22,393	1	Legally Mandated		Advise departments on identification, evaluation, elimination or reduction of risks and liability. Pursuant to State laws, administer DOT drug testing and DMV Pull Notice program.
HR	Risk & Benefits	Loss Control	No	No	20,271	1	Legally Mandated		Administer City's medical, dental, long-term disability and other benefit plans; includes enrolling new hires, and making employee changes. Coordinate plan amendments and updates. Manage TPA agreements and services. Complete various reports for benefits programs. Counsel employees regarding PERS.
HR	Risk & Benefits	Health Plans	No	No	119,027	1	Legally Mandated		Manage leave of absences. Maintain FMLA leave buckets. Coordination of return to work.
HR	Risk & Benefits	Manage leaves of absences	No	No	26,629	1	Legally Mandated		
HR	Training & Development	Safety/Mandated Training	No	No	58,000	1	Legally Mandated Revenue Generating/Self Supporting/Allocated		Necessary in order to comply with State regulations.
HR	Training & Development	Enterprise Classes/Development	Yes	Yes	47,000	2	Cost		No longer offer shared programs and forfeit generated revenue.
HR	Training & Development	Executive Leadership Academy	Yes	Yes	34,000	3	Enhances Productivity/Customer Service		Decrease in Professional Development opportunities
HR	Training & Development	Management Academy	Yes	Yes	39,000	3	Enhances Productivity/Customer Service		Decrease in Professional Development opportunities and Employee succession
HR	Training & Development	Lead Worker Academy	Yes	Yes	44,000	3	Enhances Productivity/Customer Service		Decrease in Professional Development opportunities

General Fund Service Prioritization Matrix - First Draft

Dept	Division	Function	Scalable	Higher Level of Service	Dept		Program/Service Type	ASD	Service Impact
					Cost	Tier Type			
HR	Training & Development	Customer Service	Yes	Yes	27,000	3	Enhances Productivity/Customer Service		Decrease in Professional Development opportunities
HR	Training & Development	Liebert Cassidy	Yes	No	10,000	3	Enhances Productivity/Customer Service		Decrease in Professional Development opportunities
HR	Training & Development	Admin Support Academy Professional & Personal Development classes	Yes	Yes	24,000	3	Enhances Productivity/Customer Service		Decrease in Professional Development opportunities
HR	Training & Development	Technology Classes	No	No	50,000	3	Enhances Productivity/Customer Service		Will reduce technology efficiency
HR	Training & Development	Essential to Management/Staff	Yes	Yes	-	3	Enhances Productivity/Customer Service		
HR	Training & Development	Special Events	No	No	<u>34,000</u>	4	Other		Fewer or no events (including Manager's Forum)
					1,740,329				
LIB	Administration	Administration	No	No	447,460	2	Necessary for Proper Organizational Management		
LIB	Collections	Collections and database management	Yes	No	761,140	3	Enhances Productivity/Customer Service		
LIB	Collections	Library materials budget	Yes	No	500,000	3	Enhances Productivity/Customer Service		Cutbacks in the Technical Services staff and the materials budget should be coordinated, as the staff are needed to order, catalog and process the new materials
LIB	College Terrace Branch	Hours of operation	Yes	Yes	149,700	3	Enhances Productivity/Customer Service		Scalable - for each position cut, service hours would be reduced
LIB	Downtown Branch	Hours of operation	Yes	Yes	132,300	3	Enhances Productivity/Customer Service		Scalable - for each position cut, service hours would be reduced
LIB	Main Library	Hours of operation	Yes	No	474,400	3	Enhances Productivity/Customer Service		Scalable - for each position cut, service hours would be reduced
LIB	Main Library	Reference service	Yes	No	739,300	3	Enhances Productivity/Customer Service		Scalable - for each position cut, service hours would be reduced
LIB	Main Library	Children's services	Yes	No	263,570	3	Program targets at-risk children/teens/seniors		Scalable - for each position cut, service hours and programs would be reduced
LIB	Mitchell Park Library	Reference service	Yes	No	293,000	3	Enhances Productivity/Customer Service		Scalable - for each position cut, service hours would be reduced
LIB	Mitchell Park Library	Hours of operation	Yes	No	378,000	3	Program targets at-risk children/teens/seniors		Scalable - for each position cut, service hours would be reduced
LIB	Mitchell Park Library	Children's services	Yes	No	423,000	3	Program targets at-risk children/teens/seniors		Scalable - for each position cut, service hours and programs would be reduced
LIB	Mitchell Park Library	Children's services (from CH)	Yes	No	<u>263,570</u>	3	Program targets at-risk children/teens/seniors		Scalable - for each position cut, service hours and programs would be reduced
					4,825,440				

General Fund Service Prioritization Matrix - First Draft

Dept	Division	Function	Scalable	Higher Level of Service	Dept		Program/Service Type	ASD	Service Impact
					Cost	Tier Type			
PLN	Administration	Administration	Yes	No	571,615	2	Necessary for Proper Organizational Management		Department administration - includes IT allocated charges
PLN	Administration	Public Information	Yes	Yes	590,965	3	Enhances Productivity/Customer Service		Time spent answering questions for the public over the phone and at the Development Center. Does not include application intake. Includes department-wide brochures, public materials, and phone assistance
PLN	Administration	Maps, records, data, equipment	Yes	Yes	348,729	3	Enhances Productivity/Customer Service		GIS mapping, data, statistics for Planning purposes. Department-wide recordkeeping
PLN	Advance Planning	LAFCO fees	No	No	17,000	1	Legally Mandated		Fees to Local Agency Formation Commission
PLN	Advance Planning	Historic Preservation	Yes	Yes	175,116	1	Legally Mandated		Review of historic structures, administration of City's historic ordinance
PLN	Advance Planning	Plans and Studies	Yes	Yes	336,530	2	Council Top 5 Priority/Milestone		Comprehensive Plan development and implementation, other area plans and studies (e.g. Baylands, Historic TDRs for City-owned buildings)
PLN	Advance Planning	Affordable Housing administration	No	No	139,931	2	Council Top 5 Priority/Milestone		Administration of affordable housing fund
PLN	Advance Planning	ZOU	Yes	No	294,556	2	Council Top 5 Priority/Milestone		Zoning ordinance update
PLN	Advance Planning	Advance Planning Administration	Yes	No	104,793	2	Management		Division admin, including printing and mailing allocations
PLN	Building	Plan Checking	Yes	No	830,182	1	Legally Mandated		Review of plans per the Uniform Building Code
PLN	Building	Additional Hyatt project Inspectors	Yes	No	100,000	1	Legally Mandated		One-time temporary building inspection services for the Hyatt project for FY04, FY05, and FY06. Budgeted one-time expenses for FY06 are \$80,000.
PLN	Building	Building Inspection	Yes	No	895,908	1	Legally Mandated		Building inspection services
PLN	Building	ADA Compliance	No	No	36,796	1	Legally Mandated		Citywide interpreters and other ADA-related services
PLN	Building	Development Center Counter services and Building Division Admin	Yes	No	642,738	2	Cost		Development Center counter services and administration for the Building Division
PLN	Building	Development Center lease	No	N/A	420,000	2	Revenue Generating/Self Supporting/Allocated		Lease costs for the Development Center. Moving the Development Center to a city-owned building would allow the Building Division to pay rent to the General Fund instead of a private property owner.
PLN	Current Planning	Boards and Commissions	No	No	535,063	1	Legally Mandated		Cost of providing administrative support, transcription, and legally mandated notices for the City's Planning Commission, ARB, and HRB.
PLN	Current Planning	Other Current Planning	No	No	674,007	1	Legally Mandated		Design review, rezones, use permits, and other Planning permits
PLN	Current Planning	Code Enforcement	Yes	No	222,204	1	Legally Mandated		Enforcement of Municipal Code provisions
PLN	Current Planning	Individual Review	Yes	Yes	202,267	1	Legally Mandated		Review of two-story single-family homes. Not full cost recovery.
PLN	Current Planning	City Arborist	Yes	Yes	119,500	2	Cost		Review of protected trees on private land under the Tree Ordinance

General Fund Service Prioritization Matrix - First Draft

Dept	Division	Function	Scalable	Higher Level of Service	Dept		Program/Service Type	ASD	Service Impact
					Cost	Tier Type			
PLN	Transportation	Mobility Alternatives	Yes	Yes	349,588	2	Council Top 5 Priority/Milestone	Coordination of City's commute program, TDM Programs, Bicycle and school safety projects and programs Our share of Stanford's Marguerite service Funding for the Palo Alto Shuttle Traffic studies Administration and planning for traffic calming CIP projects. Division admin, grant management, traffic and parking project management Membership in the Santa Clara County Congestion Management District	
	Transportation	Shuttle (Marguerite)	No	Yes	20,000	2	Council Top 5 Priority/Milestone		
	Transportation	Palo Alto Shuttle	Yes	Yes	374,000	2	Council Top 5 Priority/Milestone		
	Transportation	Traffic Studies	Yes	Yes	197,378	2	Council Top 5 Priority/Milestone		
	Transportation	Traffic Calming	Yes	Yes	52,400	2	Council Top 5 Priority/Milestone Necessary for Proper Organizational		
	Transportation	Traffic Management and Adminstration	Yes	No	459,705	2	Management Revenue Generating/Self Supporting/Allocated		
	Transportation	Congestion Management Agency Fees	No	No	<u>128,000</u>	2	Cost		
8,838,971									
POL	ADM	Administration	Yes	Yes	673,663	2	Necessary for Proper Organizational Management	The administrative staff provides leadership, policy direction and administrative support to the entire Police Department, while representing the the Department in City government, with outside government agencies, and in the community.	
	AS	Adoption/Pet Recovery	Yes	Yes	127,696	1	Legally Mandated	State law mandates that all stray animals be held for redemption by owner. This includes public records and the ability to review them. Additionally any sick or injured domestic, stray animal must be treated and cared for and held for redemption by owner. If we did not provide these services internally, they would have to be provided through an agreement with another agency. Eliminate access to readily available counseling for officers/employees with PTSD and other job incurred issues. Revenue associated with this program is \$90k/yr	
POL	AS	Animal Care	Yes	Yes	278,610	1	Legally Mandated	Domestic, stray animals must be fed, treated for medical issues and housed by State law. Their kennel/cage must be kept in a sanitary manner. Disposal of dead animals is also a requirement under state law and if not provided internally would have to be provided through another vendor. Approx \$15k/yr in revenue is associated with this program.	
POL	AS	Animal Control	Yes	Yes	389,212	1	Legally Mandated	40 % of the requests for service are those services provided to the regional cities via the contractual agreements. If eliminated, the funding source (\$500,000) as well as staff availability would directly impact Palo Alto. We are only mandated to provide animal control services for the City of Palo Alto. If we did not provide these services internally, they would have to be provided through an agreement with another agency.	

General Fund Service Prioritization Matrix - First Draft

Dept	Division	Function	Scalable	Higher Level of Service	Cost	Tier Type	Dept		ASD	Service Impact
							Program/Service Type			
POL	AS	Animal Health and Welfare	Yes	Yes	217,751	2	Revenue Generating/Self Supporting/Allocated Cost			This program includes the spay and neuter of animals which has recovered 100% of its direct costs through fees. State law mandates that all shelter animals be spayed or neutered prior to adoption. State law also mandates that the rabies vaccination records for dogs are maintained through a dog-licensing program. If Palo Alto did not provide this service it would have to be provided through an agreement with another agency . This program brings in approx \$230k/yr in revenue.
POL	AS	Wildlife Rescue	No	Yes	40,000	4	Other			The care of sick and injured wildlife is not mandated by any state or local laws. The City has offered financial support to Wildlife Rescue Inc. for over a decade. Citizens of Palo Alto can deliver animals to Wildlife Rescue and they care for them until they can be released back to the wild. Animal Control Officers also transport wildlife to Wildlife Rescue. If we were to eliminate or reduce the financial support given by the City, it may hinder the officers option to take animals to Wildlife Rescue.
POL	ASD	Animal Services Administration	Yes	Yes	274,417	2	Necessary for Proper Organizational Management			The administrative staff in Animals Services provides direction and administrative support to the entire PAAS. The staff also manages the contracts with regional cities.
POL	FSD	SWAT/HNT	Yes	Yes	38,620	1	Health and Public Safety			The elimination of the SWAT/HNT teams would require the department to rely on the Sheriff's Department or contract with another city to respond into Palo Alto to deal with major tactical situations. We would lose the ability to control how such incidents would be handled and increase the response time to these incidents.
POL	FSD	Patrol	Yes	Yes	8,846,228	1	Health and Public Safety			The primary function of the Patrol Division is to provide the public with initial police response to emergency and non-emergency requests for service in a coordinated and timely manner. Any reduction in the size of the Patrol Division would greatly impact the level of service to the community. Response times to calls for service would greatly increase. Depending on the level of calls for service, the Patrol Division may only be able to respond to major crimes and eliminate the response to non-emergency calls such as noise violations, minor crimes without suspects and proactive traffic enforcement. Any further reduction in the staffing levels in the Patrol Division would also greatly increase overtime costs due to current contractually mandated minimum staffing requirements. Approximately \$100k/yr in revenue is associated with this program.

General Fund Service Prioritization Matrix - First Draft

Dept	Division	Function	Scalable	Higher Level of Service	Cost	Dept	ASD	Program/Service Type	Service Impact	
									Tier Type	
POL	FSD	Evidence Team	Yes	Yes	4,500	3	Enhances Productivity/Customer Service		Major crime scenes such as rape, robbery and murder scenes would not be properly processed resulting in fewer cases being solved and a lack of prosecution.	
POL	FSD	Police Officer response to theft cases with no suspects	Yes	Yes	19,409	3	Enhances Productivity/Customer Service		Officers would no longer respond to theft cases without suspects or investigative leads. Victims would be directed to the Police Department's front desk for a counter report or to the PD's on-line reporting system for insurance reports.	
POL	FSD	Police Officer response to routine noise complaints	Yes	Yes	20,622	3	Enhances Productivity/Customer Service		Officers would no longer respond to complaints of noise unless there were five independent calls. All other noise calls would be documented in CAD but no enforcement action would be taken.	
POL	FSD	Response and documentation of non-injury accidents	Yes	Yes	58,320	3	Enhances Productivity/Customer Service		Department would no longer investigate/document non-injury accidents in the field. While officers would still respond to all reports of non-injury accidents to verify there were no injuries and no traffic hazards, officers would no longer document the accident. Involved parties would be directed to the Police Department's front desk to file a counter report for insurance purposes.	
POL	FSD	Canine Program	Yes	Yes	64,500	3	Enhances Productivity/Customer Service		Assistance of the canines for tracking and searching of suspects, evidence and lost subjects these duties will fall on the patrol officers. This will result in less effective searching taking much more time to complete and possible increase in suspect and officer injuries and workers compensation claims due to violent encounters. Canines and their handler also provide valuable public relations in the schools, service clubs and community events.	
POL	FSD	Police Reserve Program	Yes	Yes	73,000	3	Enhances Productivity/Customer Service		Staffing costs for special events such as Stanford football games and other planned events would increase, as all events would have to be staffed with overtime by regular police officers. The Reserve Program dedicates over 3,000 hours for prisoner pick up and transportation, traffic control, warrant service and investigative follow-up which if eliminated would increase overtime, take officers out of the City for periods of time, or impact other service levels.	
POL	FSD	Code Enforcement/Permits	Yes	Yes	104,736	3	Enhances Productivity/Customer Service		Oversight for taxi operation, massage applications, door-to-door solicitors and other Municipal Code requirements could be done with a half time FTE. Would require 5 working days notice for noise exemption permits and up to 10 days delay in processing and issuance of applicants associated with taxis, pushcart vendors, and door-to-door solicitation. \$25,000/yr in permit revenue is associated with this program.	

General Fund Service Prioritization Matrix - First Draft

Dept	Division	Function	Scalable	Higher Level of Service	Cost	Tier Type	Program/Service Type	ASD	Service Impact
								Dept	
POL	FSD	Patrol CSO Program	Yes	Yes	221,132	3	Enhances Productivity/Customer Service	ASD	Disbanding the Patrol CSO program would eliminate the primary responders for minor violations such as lost/found property, parking complaints, noise complaints, leaf blower permitting and other Municipal Code violations as well as response to more serious crimes such burglary reports, grand theft reports and identity theft cases where there are no known suspects. These cases may be assigned to regular Patrol officers; however, due to calls for service the response times may be extended. If patrol officers are not available, victims of these crimes may be directed to the Police Departments on-line reporting process.
POL	INV	Citizens Academy	Yes	Yes	37,855	3	Enhances Productivity/Customer Service	ASD	Reduction in outreach/education efforts to the community. Currently we conduct two citizen academies per year, allowing for up to sixty citizens per year. Due to current demand, plans are to add a third Citizens Academy.
POL	INV	Crime Prevention Programs	Yes	Yes	58,838	3	Enhances Productivity/Customer Service	ASD	The following programs would be eliminated; Neighborhood Watch, Community Newsletter (4 per year), Community Events and Fairs (10 per year), Community Education Programs, Coordination of the Officer Request for Services Program (150 per year)
POL	INV/AS	Volunteer Program for Police and Animal Services	Yes	Yes	97,163	3	Enhances Productivity/Customer Service	ASD	The use of volunteers in law enforcement benefits the agency, the volunteer and the community. Police and Animal Services maintain a very active volunteer program with over 5,600 hours donated by citizens each year. Volunteers enhance the quality and range of services the Police Department provides to the community while enhancing police-community relations. Approximately 60 active volunteers support the animal program by walking dogs, socializing cats and assisting in making spay and neuter appointments.
POL	ISD	Property and Evidence	Yes	No	147,482	1	Legally Mandated	ASD	The Property and Evidence main function is to receive, store, and maintain records on property and evidence. They are responsible for the custody, release, safekeeping, and destruction of all property and evidence collected and held by the Department. In addition, they are skilled in the areas of fingerprint processing and photography. They are responsible for the disposition of all property and evidence when departmental and legal requirements warrant the release, disposal, or destruction of such items.

General Fund Service Prioritization Matrix - First Draft

Dept	Division	Function	Scalable	Higher Level of Service	Cost	Tier Type	Program/Service Type	Dept	ASD	Service Impact
POL	ISD	Investigations	Yes	Yes	2,784,880	1	Health and Public Safety			Investigations consists of a full complement of investigators dealing with property crimes, crimes against the person, sexual assault, elder abuse, juvenile crime, robbery/homicide, and financial crimes. Cases that typically begin in the Patrol Division are forwarded to the investigators to be followed-up. Investigators work a variety of cases often in conjunction with other law enforcement agencies at the local, state and federal levels. Reductions in this workgroup would result in some cases no longer investigated. Those we are required to do either by law, or for safety reason, would take much longer and reduce the level of service provided by the Patrol Division.
POL	P&T	Designated Rifle Officer Program	Yes	Yes	8,000	1	Health and Public Safety			Significantly reduce departmental ability to effectively intervene in active shooter situations.
POL	P&T	Personnel and Training	Yes	Yes	661,829	1	Health and Public Safety			The HR Department coordinates most of the personnel processes for the City, the Personnel and Training division is responsible for all the Police Department's personnel functions, including recruitment, hiring, promotions and internal investigations. This workgroup conducts pre hire background investigations of civilian and sworn candidates, finding those that are the most highly qualified to serve. The division also coordinates the field training for new officers and continuous professional training for all police employees. \$15,000/yr in revenue is received for reimbursement for some state mandated training.
POL	P&T	Wellness Program	Yes	Yes	15,000	3	Enhances Productivity/Customer Service			Elimination of this program could see an increase in worker's compensation claims and sick leave hours.
POL	P&T	Health Resource Program	Yes	Yes	15,250	3	Enhances Productivity/Customer Service			Eliminate access to readily available counseling for officers/employees with PTSD and other job issues and immediate assistance for critical incident debriefing.
POL	P&T	Recruiting Team	Yes	Yes	2,000	4	Other Revenue Generating/Self Supporting/Allocated			Eliminate our ability to produce new recruiting material and attend recruiting events.
POL	PRK	Parking Enforcement Program	Yes	Yes	1,008,452	2	Cost			No timed parking limits would be enforced anywhere in the City. This program generates approx \$1.5 million in revenue each year.

General Fund Service Prioritization Matrix - First Draft

Dept	Division	Function	Scalable	Higher Level of Service	Cost	Tier Type	Dept		ASD	Service Impact
							Program/Service Type			
POL	TRF	Traffic Enforcement	Yes	Yes	1,152,521	1	Health and Public Safety		The goal of the Traffic Division is to minimize injury and property damage by promoting a safe and orderly flow of pedestrian, bicycle and vehicular traffic. They provide traffic enforcement and education to pedestrians, bicyclists and motorists. They work cooperatively with the Transportation Department to provide engineering improvements to city streets for a safe and orderly flow of traffic throughout Palo Alto. Any reduction in the Traffic Division would greatly impact the amount of proactive traffic enforcement throughout the City including school zones. Traffic complaints from residence would not be responded to in a timely manner if at all and the number of accident and DUI related problems would most likely increase due to the lack of enforcement. \$450,000/yr in revenue is associated with providing traffic enforcement.	
POL	TRF	Abandoned Vehicle Abatement Program	Yes	Yes	55,283	2	Revenue Generating/Self Supporting/Allocated Cost		The nearly 1,000 Vehicles that are reported as abandoned each year would be processed by police officers, resulting in delays to these calls depending on priority and workload. This program generates over \$50,000/yr in revenue through the County managed AVASA program. Proactive attempts to locate and tow vehicles that have outstanding parking citations would be limited to Parking Enforcement Officers adding this responsibility to their daily parking enforcement duties. This could result in a loss of parking fines collected. This program generates approx \$25,000 in revenue.	
POL	TRF	Habitual Offender Program	Yes	Yes	18,248	3	Enhances Productivity/Customer Service		Traffic officers would no longer enforce traffic violations on motorcycles. This would greatly reduce the effectiveness of traffic enforcement in the City and a reduction in traffic citation revenue. Motor Officers are responsible for the majority of the \$450k/yr in revenue received for traffic enforcement..	
POL	TRF	Motorcycle Program	Yes	Yes	32,000	3	Enhances Productivity/Customer Service		The School District would have to assume the complete cost of the current School Crossing Program or elimination of the program.	
POL	TRF	School Crossing Guard Program	Yes	Yes	290,100	3	Program targets at-risk children/teens/seniors			

General Fund Service Prioritization Matrix - First Draft

Dept	Division	Function	Scalable	Higher Level of Service	Cost	Tier Type	Program/Service Type	ASD	Service Impact
POL	TSD	Records and Information Mgt.	Yes	Yes	1,773,236	1	Legally Mandated	The Records Unit is staffed Monday through Friday and is open to the public from 8:00 a.m. to 5:00 p.m. to meet the needs of the public and officers. The Records Unit primary function is to process police reports in accordance with legal mandates, liaison with outside law enforcement agencies and input case report information into a variety of databases. These include the California Justice Information System (CJIS), Automated Warrants System (AWS), County Justice Information Control (CJIC), and our local Records Management System (RMS). In addition to information system entries, the Records personnel are responsible for many duties, such as: primary contact for the walk-in inquiries from the public; taking telephone reports from the public; processing online police reports from the public and other agency information; processing bench and arrest warrants; registration of sex and drug offenders; notification of stolen vehicles to owners; researching of criminal history information and booking individuals whom have been arrested for minor crimes and who were immediately taken to jail. The unit generates approximately \$30,000 in revenue.	
POL	TSD	Communications	Yes	Yes	2,641,768	1	Legally Mandated	The Communications Unit serves as the public safety answering point for Palo Alto and Stanford University providing 9-1-1, emergency, and non-emergency support to the community. In addition to emergency and routine police and fire dispatch services, the Communications Unit provides quality dispatch services to Stanford, Animal Services, Utilities, and Public Works. Communications provides after-hours support for the Records Unit querying a variety of databases to check the status of stolen vehicles, property, and parties with wants and warrants. These database systems include the State Department of Justice (CJIS), Automated Warrants System (AWS), County Justice Information Control (CJIC), and our own in-house Records Management System (RMS). Approximately \$1,000,000/yr in revenue is generated for communication services to Stanford and Utilities.	
POL	TSD	Crime Analysis	Yes	Yes	95,909	2	Necessary for Proper Organizational Management	Work associated with this program would be distributed to existing staff. Clearance rates will go down as the information that is gathered by this position directly impacts case follow-up for the department and other departments in the region.	

General Fund Service Prioritization Matrix - First Draft

Dept	Division	Function	Scalable	Higher Level of Service	Cost	Tier Type	Dept		ASD	Service Impact
							Program/Service Type			
POL	TSD	Management of False Alarm Program	No	Yes	73,711	2	Revenue Generating/Self Supporting/Allocated Cost			Potential dramatic increase in alarm calls for service by patrol as business and residents returned to the former process of not concerning themselves with false alarm responses. In addition, officers would need to remain on alarm calls longer as the mechanism for tracking Responsible Parties would be eliminated and we'd have to return to the previous method of trying to locate a person in cross directories, telephone books or other methods. Program generates up to \$200k yr in revenue from alarm permits and false alarm fees.
					22,421,941					
PW	Administration	Administration (allocated)			640,347	2	Necessary for Proper Organizational Management			The Department administrative staff provides leadership, policy direction and administrative support to all of the Divisions, while representing the entire Public Works Department in City government, with outside government agencies, and in the community.
PW	Engineering	Computerized Mapping			85,274	2	Council Top 5 Priority/Milestone			Directly supports City's GIS system utilized by numerous City Departments including Police, Utilities and Fire.
PW	Engineering	Structures/Grounds			66,780	2	Council Top 5 Priority/Milestone			Provides administrative support for City's Structures & Grounds CIP/IMP programs.
PW	Engineering	Private Development/Project Review			-	2	Council Top 5 Priority/Milestone			
PW	Engineering	Streets			267,462	2	Council Top 5 Priority/Milestone			Provides administrative support for City's Streets Maintenance CIP/IMP programs.
PW	Engineering	Engineering Parks & Landscaping			-	2	Council Top 5 Priority/Milestone			Provides administrative support for City's Parks and Open Space CIP/IMP programs. Currently overhead budget costs for 2 FTEs have been absorbed by the Engineering Division budget as part of their contributions to the bottom line budgetary reductions. Future budgetary costs should be carried forward/transferred from the CSD budget where these FTEs were originally budgeted. Net result for the General Fund should be Zero.
PW	Engineering	Engineering Administration			611,968	2	Necessary for Proper Organizational Management			The administrative staff provides leadership, policy direction and administrative support to the entire Engineering Division, while representing the Public Works Department in City government, with outside government agencies, and in the community.

General Fund Service Prioritization Matrix - First Draft

Dept	Division	Function	Scalable	Higher Level of Service	Cost	Tier Type	Dept		ASD	Service Impact
							Program/Service Type			
PW	Engineering	Private Development Permitting/Inspection			638,261	2	Revenue Generating/Self Supporting/Allocated Cost			Provides plan review for both private development and support services for City departments. Development Center staff review grading permits as part of building permit process and review and issue street opening and encroachment permits to public, City and outside utilities. Plan review and inspection services ensure compliance with Federal, State and Local laws and mandates. DC staff (3 FTE) is cost recovery.
PW	Engineering	Parking Assessment			40,838	2	Revenue Generating/Self Supporting/Allocated Cost			Administrative support for management of City's University Ave. and Calif. Ave. Parking Districts. Reimbursed by Parking Assessment Districts as mandated by law Muni code.
PW	Facilities	Custodial	No	No	1,132,097	1	Health and Public Safety			This portion of the Divisions services and contract services is for the continuous custodial services for all facilities in the city. From custodial, housekeeping supplies and chemicals, paper goods, window washing, to public pay toilets. These services must continue for all facilities that remain open.
PW	Facilities	Maintenance	No	No	1,444,039	1	Health and Public Safety			This portion of the Divisions services and contract services is for the maintenance of all facilities in the city. These services would include all plumbing, heating and air conditioning, glass repair, mechanical repairs, pool maintenance, elevator maintenance, fire and life safety systems, etc. Services must continue for all facilities that remain open.
PW	Facilities	Rehabilitation	No	No	344,913	1	Health and Public Safety			Rehabilitation services for the city includes replacements of windows, roofs, flooring, sampling/testing and moving services for rehab activities.
PW	Facilities	Cubberley Structures and Grounds In-House	No	No	299,610	1	Health and Public Safety			This portion of the Divisions services and contract services are located at the Cubberley facility. These services would include all maintenance/repairs in plumbing, heating and air conditioning, fire sprinkler system, elevator maintenance, pavement repair, tree trimming, etc. Services must be provided for facilities that remain open.
PW	Facilities	Custodial	No	No	10,114	1	Health and Public Safety			This area of the In-house custodial is the GF allocations and vehicle maintenance of the custodial part of the facilities operations.
PW	Facilities	Structures/Grounds CIP Support	No	No	41,769	1	Health and Public Safety			This area of Facilities is dedicated to the support of the Structures/Ground CIPs for purchasing and monitoring of the projects procurement needs.

General Fund Service Prioritization Matrix - First Draft

Dept	Division	Function	Scalable	Higher Level of Service	Cost	Tier Type	Program/Service Type	ASD	Service Impact
PW	Facilities	Contract Maintenance Projects			8,396	2	Council Top 5 Priority/Milestone		This activity contains incidental charges for the costs of contract maintenance distribution to outside vendors; but at the same time houses the cost plan details that are distributed to the city departments and returned as a credit to revenue for this Division's operations.
PW	Facilities	Facilities Administration			36,289	2	Necessary for Proper Organizational Management		The administrative staff provides leadership, policy direction and administrative support to the entire Facilities Division, but is also driving the maintenance projects, custodial and rehab areas of the Division. This division keeps the Departments running by maintaining, repairing and rehabilitating their buildings and facilities. The Facilities Division is thoroughly involved in the Capital structure of the city and therefore has costs in the Capital Fund as well. This function of the budget also contains the Cost Plan charges for this Program (approx 7K). This portion of the Divisions services and contract services are for the maintenance/operation of the parking garages that are operated/maintained by the city. These services would include elevator maintenance, fountain maintenance, fire sprinkler maintenance, power washing, lighting and custodial services. Utility costs are also included under this cost center. Services must be provided for facilities that remain open.
PW	Facilities	Parking District			401,246	2	Revenue Generating/Self Supporting/Allocated Cost		
PW	Facilities	Contract Maintenance Cubberley			652,725	2	Revenue Generating/Self Supporting/Allocated Cost		This area of the Cubberley Facility's budget includes the rental costs for the facility's, water, gas, electric, refuse, storm drain, and wastewater. This area of the Division maintains and contracts the services for the street banners. This section of the Division has experienced reductions in the last two years, minimizing the total dollars contributed each year to these services.
PW	Operations	Streets Contract Maintenance	No	No	35,373	1	Health and Public Safety		No Change
PW	Operations	Street Computer Mapping	No		-	1	Health and Public Safety		
PW	Operations	In House Maintenance	No	No	421,396	1	Health and Public Safety		This function of the Division is responsible for the materials for the repair/maintenance of the city streets. Without this service, the department would no longer have materials to maintain the city streets.
PW	Operations	Parking District	No		8,834	1	Health and Public Safety		This part of the budget contains the charges for the Storm Drain services to this area.

General Fund Service Prioritization Matrix - First Draft

Dept	Division	Function	Scalable	Higher Level of Service	Cost	Tier Type	Dept		ASD	Service Impact
							Program/Service Type			
PW	Operations	Graffiti	No	Yes	75,142	1	Health and Public Safety			Elimination - Even though graffiti continues to be a problem encountered by every city, it is an area to be eliminated in this Division. The city has cleaned over 7,500 taggings per year. This function has included the service and the materials for the removal of Graffiti within the city. The elimination would be for .50 (part-time employee) while the other individual will continue with traffic-controll activity.
PW	Operations	Misc Street Maintenance			539,026	1	Health and Public Safety			These activities represent the core services for maintaining the street maintenance/repair services for the city. These services include patching/ repairing of all pot holes, skin patching, base repairs and crack fills.
PW	Operations	Skin Patching	No		-	1	Health and Public Safety			No Change
PW	Operations	Pothole Patching	No		-	1	Health and Public Safety			No Change
PW	Operations	Base Repair	No		-	1	Health and Public Safety			No Change
PW	Operations	Crack Fill	No			1	Health and Public Safety			No Change
PW	Operations	Sidewalks CIP Support		Yes	43,618	1	Health and Public Safety			Elimination - Services to be eliminated in order for sidewalk repair and maintenance to be maintained by the sidewalk contract.
PW	Operations	Sidewalks In-House Maintenance		Yes	302,911	1	Health and Public Safety			Elimination - Services to be eliminated in order for sidewalk repair and maintenance to be maintained by the sidewalk contract.
PW	Operations	Sidewalks In-House Misc Maintenance		Yes	-	1	Health and Public Safety			Elimination - Services to be eliminated in order for sidewalk repair and maintenance to be maintained by the sidewalk contract.
PW	Operations	Sidewalk Replacement		Yes	-	1	Health and Public Safety			Elimination - Services to be eliminated in order for sidewalk repair and maintenance to be maintained by the sidewalk contract.
PW	Operations	Sidewalks Temporary Repair		Yes	-	1	Health and Public Safety			Elimination - Services to be eliminated in order for sidewalk repair and maintenance to be maintained by the sidewalk contract. Approx. \$5,000 will be required for material money to continue to perform temporary repairs using existing street maintenance crews.
PW	Operations	Tree Inventory Management			76,242	1	Health and Public Safety			The city has an enormous inventory for the aged and newly planted trees within the city. This requires a management system that is operated and monitored for the history, species, health and maintenance of the urban forest. At the same time, street tree and line clearing inventory maintenance is required for the safety of the public and its infrastructures. Tree trimming and pruning is a large portion of this service for the maintenance of the tree inventory and for the safety of the public, the sidewalks and buildings that are in the trees proximity. This includes annual trimming and pruning. Line clearing is funded through Utilities (20020105).
PW	Operations	In-House Street Tree Maintenance		Yes	1,063,186	1	Health and Public Safety			This service includes trimming and pruning for trees in City parks.
PW	Operations	In-House Park Tree Maintenance			5,160	1	Health and Public Safety			

General Fund Service Prioritization Matrix - First Draft

Dept	Division	Function	Scalable	Higher Level of Service	Cost	Tier Type	Program/Service Type	ASD		Service Impact
								Dept	ASD	
PW	Operations	Contract Street Tree Maintenance	Yes	Yes	622,918	1	Health and Public Safety			These contracted services are carried out to fulfill the tree inventory's program of the urban forest's maintenance, removal and replacement These services also serve the shade tree program.
PW	Operations	In-House Traffic Control			513,787	1	Legally Mandated			These activities represent the core services for In-House Traffic Control for the city. These services include, but are not limited to special events preparation, signage, legend painting, lane line painting, curb painting and sign fabrication, repair and maintenance. Traffic control services must continue in every city in order to control the traffic flow, lower accident occurrence and provide safety for all pedestrians.
PW	Operations	Misc Traffic/Special Events			-	1	Legally Mandated			No Change
PW	Operations	Legend Painting			17,157	1	Legally Mandated			This activity is a portion of the costs involved for the Legend painting.
PW	Operations	Lane Line Painting			-	1	Legally Mandated			No Change
PW	Operations	Curb Painting			-	1	Legally Mandated			No Change
PW	Operations	Sign Fabrication			-	1	Legally Mandated			No Change
PW	Operations	Sign Repair			17,778	1	Legally Mandated			This activity is a portion of the costs involved for Signage Repair. This activity within the Streets Section of the Operations Division covers the Emergency Response Team that is required during an Emergency within the city for Traffic control, signage and maintenance/repair if required.
PW	Operations	Emergency Response			69,844	1	Legally Mandated			1.75 shows under Utilities' Budget
PW	Operations	Contract Utility Line Clearing			-	1	Legally Mandated			The administrative staff provides leadership, policy direction and administrative support to the entire Street section of the Operations Division, while representing the Public Works Department in City government, with outside government agencies, and in the community.
PW	Operations	Streets Administration	No		312,222	2	Necessary for Proper Organizational Management			This function of the budget also contains the Cost Plan charges for this Program (approx 300K).
PW	Operations	Sidewalks Administration			172,439	2	Necessary for Proper Organizational Management			The administrative staff provides leadership, policy direction and administrative support to the entire Sidewalk section of the Operations Division, while representing the Public Works Department in City government, with outside government agencies, and in the community. This function of the budget also contains the Cost Plan charges for this Program (approx 104K). These services include maintenance, replacement and temporary repair of the city sidewalks.

General Fund Service Prioritization Matrix - First Draft

Dept	Division	Function	Scalable	Higher Level of Service	Cost	Tier Type	Program/Service Type	ASD		Service Impact
								Dept	ASD	
PW	Operations	Trees Administration			236,635	2	Necessary for Proper Organizational Management			The administrative staff provides leadership, policy direction and administrative support to the Tree section of the Operations Division, while representing the Public Works Department in City government, with outside government agencies, and in the community. This function of the budget also contains the Cost Plan charges for this Program (approx 206K).
PW	Operations	Streets-Special Events			-	2	Revenue Generating/Self Supporting/Allocated Cost			No Change
PW	Operations	Bus Shelter Maintenance				2	Revenue Generating/Self Supporting/Allocated Cost			No Change
PW	Operations	Streets - CIP Support			<u>5,735</u>	2	Revenue Generating/Self Supporting/Allocated Cost			This is an incidental allocated, vehicular charge for on-going requirements for Streets CIP activity.
					11,261,531					
PW	Engineering	CIP_Structures & Grounds			4,252,882	2	Council Top 5 Priority/Milestone			This area of the Capital Fund is for the Engineering Division to implement the City's Capital Improvement Program for the City's existing facilities as well as design and construction of new facilities. This program furthers the City's Infrastructure Management Plan to protect the City's investment in its structures and grounds infrastructure.
PW	Engineering	CIP_Engineering Streets			2,905,674	2	Council Top 5 Priority/Milestone			This area of the Division implements the City's Capital Improvement Program for the City's existing streets by implementation of an annual street maintenance program.. This program furthers the City's Infrastructure Management Plan to protect the City's investment in its streets infrastructure.
PW	Engineering	CIP_Contract Maintenance Rehab			-	2	Council Top 5 Priority/Milestone			No Change
PW	Engineering	CIP_Parks & Landscaping Infrastr.			248,447	2	Council Top 5 Priority/Milestone			This area of the Division implements the City's Capital Improvement Program for the City's existing parks and open space as well as design and construction of new recreational areas. This program furthers the City's Infrastructure Management Plan to protect the City's investment in its parks and landscaping infrastructure.
PW	Equipment	CIP_Vehicle Operation Monitoring			-	2	Council Top 5 Priority/Milestone			No Change
PW	Facilities	CIP_Structures & Grounds			1,869,533	2	Council Top 5 Priority/Milestone			This area of the Capital Fund is operated by the Facilities Division to implement the City's Capital Improvement Program for the City's Structures and Grounds. This program furthers the City's Infrastructure Plan to protect the City's investment in its infrastructure.

General Fund Service Prioritization Matrix - First Draft

Dept	Division	Function	Scalable	Higher Level of Service	Cost	Tier Type	Program/Service Type	ASD	
								Service Impact	
PW	Facilities	CIP_Cubberley Support			198,280	2	Council Top 5 Priority/Milestone	This area of the Capital Fund is operated by the Facilities Division to implement the City's Capital Improvement Program for the City's Cubberley facility. This program furthers the City's Infrastructure Plan to protect the City's investment in it's infrastructure.	
PW	Operations	CIP_S/D Contract Maintenance			2,041,600	2	Council Top 5 Priority/Milestone	This Capital Fund activity was originally set up for Storm Drain Contract Maintenance. Operations Division had some activity in the past with this portion of the budget. Currently there is a budgetary Error which includes the sidewalk replacement contracts and contingency. This contract should be under the CIP_Sidewalks CIP Operation activity (below).	
PW	Operations	CIP_Sidewalk CIP Operations	Yes	Yes	289,579	2	Council Top 5 Priority/Milestone	This area of the Capital Fund is managed by the Operations Division for implementing the City's Capital Improvement Program for the City's sidewalk maintenance contracts. This contract normally runs approximately \$2M per year. The amount shown is extremely low due to the budgeted dollars are included in the CIP_S/D Contract Maintenance area above. This program furthers the City's Infrastructure Plan to protect the City's investment in it's infrastructure.	
					11,805,995				

PROGRAM/TIER TABLE		
Program		Criteria
Type	Tier	
A	1	Legally Mandated
B	2	Council Top 5 Priority/Milestone
C	3	Enhances Productivity/Customer Service
D	2	Revenue Generating/Self Supporting/Allocated Cost
E	2	Necessary for Proper Organizational Management
F	1	Health and Public Safety
G	3	Program targets at-risk children/teens/seniors
H	4	Other

Department Table

1 ASD	Administrative Services
2 ATT	City Attorney
3 AUD	City Auditor
4 CLERK	City Clerk
5 CM	City Manager
6 CSD	Community Services
7 FIRE	Fire
8 HR	Human Resources
9 LIB	Library
10 PLN	Planning & Comm Dev
11 POL	Police
12 PW	Public Works
13 UTIL	Utilities

Scale

- 1 Yes
- 2 No
- 3 N/A

Level

- 1 Yes
- 2 No
- 3 N/A

Carnahan, David

From: slevy@ccsce.com
Sent: Monday, October 29, 2018 10:35 AM
To: Council, City
Cc: Keene, James; Shikada, Ed; Nose, Kiely; Paras, Christine
Subject: retirement costs and budget item tonight

I support the careful attention asked for with regard to retirement cost funding and the entire budget process.

I have been asked by staff to review the long-range revenue forecast but have not started that review and these comments are separate from that.

The September UCLA forecast shares short term cautions that I find convincing.

The nation faces lower labor force growth, rising trade deficits, rising budget deficits and rising interest rates through at least 2021 and probably beyond. While the local economy may do somewhat better than the nation or state in terms of growth, we will be affected by these trends.

So the next two years -- mid 2019 to mid 2021 --will be tough fiscal years even without the retirement cost challenges.

I applaud lowering the implied rate of return below the CalPers target and would consider running some numbers also with a 5.5% rate of return assumption.

There are other factors that suggest some near term caution but for now, thanks for taking this budget round seriously toward the goal of long-term fiscal and retirement cost stability. It is always better financially to make adjustments earlier rather than delay though they may not be popular with residents.

Stephen Levy

Center for Continuing Study of the California Economy

Carnahan, David

From: Arthur Keller <arthur@kellers.org>
Sent: Monday, October 29, 2018 3:24 PM
To: Council, City
Subject: Revisions to Council's Policies and Procedures

Dear Mayor Kniss and Council members,

I cannot speak at tonight's meeting, so I am sending this material in writing.

1. Current Council Policy and Procedures (page 44) states:

Respect for Process

Members shall perform their duties in accordance with the processes and rules of order established by the City Council governing the deliberation of public policy issues, meaningful involvement of the public and implementation of policy decisions of the City Council by City staff.

Meaningful involvement of the public is not possible when members of the public are given only one minute to speak to an item. At a minimum, two minutes should be given to each member of the public, and preferably three minutes except in unusual circumstances. A large number of speakers is not an unusual circumstance that should limit the time of individual members of the public on a regularly scheduled agenda item.

2. Last minute proposals by staff or Council members should not be considered at the same meeting, but should be continued to a subsequent meeting where the public has an opportunity to review and comment. Last minute proposals occurred often in the Comprehensive Plan Update process and also occurred in the Accessory Dwelling Unit zoning amendments. These did not provide for the "meaningful involvement of the public."

3. Regarding the Consent Calendar, Council members should be allowed to state the reason for dissent prior to the vote because the reason might sway other Council members to change their votes. The Brown Act may preclude communication prior to the Council meeting, so it is imperative that Council members be allowed to explain their votes prior to the vote occurring. Furthermore, the number of Council members required to remove an item from the Consent Calendar should be reduced to two along with the reduction in Council size.

4. The election of the Mayor and Vice Mayor must be subject to the Brown Act. This has been an issue identified in other cities as well.

5. Pursuant to the Roberts Rules of Order, the Mayor should refrain from making or seconding a motion while presiding over the meeting.

Thank you for your considerations.

Sincerely,
Arthur Keller



CITY OF
PALO
ALTO

COUNCIL MEETING

10/29/2018

Received Before Meeting

11

TO: HONORABLE CITY COUNCIL
FROM: MOLLY STUMP, CITY ATTORNEY
DATE: OCTOBER 29, 2018
SUBJECT: ADOPTION OF AN ORDINANCE AMENDING THE MUNICIPAL CODE AND
ADOPTION OF AMENDMENTS TO COUNCIL PROCEDURES AND PROTOCOLS TO
CONFORM TO A SEVEN-MEMBER COUNCIL; DISCUSSION AND DIRECTION TO
STAFF OR REFERRAL TO THE POLICY AND SERVICES COMMITTEE OF
ADDITIONAL DISCRETIONARY CHANGES TO THE CODE AND/OR COUNCIL
PROCEDURES AND PROTOCOLS

The (1) ordinance and (2) amendment to the Council Procedures and Protocols Handbook included with this memo replaces those included with the original packet. Both now have an effective date of January 1, 2019, which conforms with the date of the Council becoming seven members. In addition, the Council Procedures and Protocols Handbook, in its entirety, can be found at this link: <https://www.cityofpaloalto.org/civicax/filebank/documents/34330>

Molly Stump
City Attorney

10/29/2018

 Received Before Meeting

11

Attachment A

NOT YET ADOPTED

Ordinance No. _____

Ordinance of the Council of the City of Palo Alto Amending Section 2.04.190
(Standing Committees – Special Committees) of Chapter 2.04 (Council Organization and Procedure) of Title 2 (Administrative Code); and Amending Section 12.10.060 (Coordination with City) of Chapter 12.10 (Street Cut Fees) of Title 12 (Public Works and Utilities) of the Palo Alto Municipal Code to Conform to a Seven-Member City Council.

The Council of the City of Palo Alto does ORDAIN as follows:

SECTION 1: The Council of the City of Palo Alto finds and declares as follows:

A. In November, 2014, the Charter of the City of Palo Alto was amended by the electorate to reduce the City Council to seven members (from the current nine member council) effective January 1, 2019.

B. In order to prevent conflicts with the California Brown Act, relevant sections of the Palo Alto Municipal Code must also be amended to reflect the seven-member Council.

SECTION 2. Section 2.04.190 of the Palo Alto Municipal Code is hereby amended as follows (deleted text is in ~~strikethrough~~, new text is underlined):

2.04.190 Standing committees - Special committees.

(a) Not later than the second regular council meeting in January, the mayor shall appoint two standing committees, consisting of ~~four~~ three members each from the members of the council. The mayor shall appoint each council member to only one standing committee and shall appoint the chairperson of each committee. The mayor, or the vice-mayor at the request of the mayor, may act as an ex officio, voting member of each committee when one or more regular committee members are absent.

(b) The standing committees shall be designated, respectively, committee on finance and committee on policy and services, and shall meet at 7:00 p.m. in the city hall on the day established by Section 2.04.200.

(c) Council members may attend meetings of committees of which they are not members, without participating in any manner, but only committee members or ex officio committee members shall vote in committee in accordance with subsection (a) of this section.

(d) Council members who submit matters to the council which are referred to a standing committee may appear before the standing committee to which the referral has been made in order to speak as proponents of the matter. Standing committee meetings during which such

NOT YET ADOPTED

referrals may be considered shall be noticed as council meetings for the purpose of enabling the standing committee to discuss and consider the matter with a quorum of the council present.

(e) In addition to standing committees the mayor may, subject to approval of the council, appoint such other special committees of council members, private citizens or both as deemed desirable and necessary to assist and advise the council in its work.

SECTION 3. Section 12.10.060 of the Palo Alto Municipal Code is hereby amended as follows (deleted text is in ~~strikeout~~, new text is underlined):

12.10.060 Coordination with city.

(a) Before a person, utility or public utility applies for an "Application and Permit for Construction in the Public Street" to construct in the public rights-of-way or any street, alley, sidewalk or other public place, the applicant shall notify the director of public works-city engineer, and the city engineer, or designee, shall review on behalf of the applicant the utility master plans and the city's five-year repaving plan on file with the department of public works. The applicant shall coordinate, to the fullest extent practicable, with the utility and street work shown on such plans to minimize damage to, and avoid undue disruption and interference with the public use of such public rights-of-way, streets, alleys, sidewalks or other public places. Such coordination shall include:

(1) Whenever two or more parties have concurrently proposed a major excavation in the same block during a five-year period, they shall meet and confer with the director of utilities, or designee, regarding whether it is feasible to conduct a joint operation. If the director, or designee, determines that it is feasible to conduct a joint operation, a single contractor shall be selected and a single application fee charged.

(2) Any person, utility or public utility aggrieved by the director's decision to require a joint operation may, within thirty days of receipt of the director's written notice, file an appeal with the city manager in written form in a manner prescribed by the director. Within thirty days of the filing of a timely appeal from the director's determination, the city manager shall review the appeal and issue a recommendation to the council to uphold or overturn the action or determination of the director. The recommendation of the city manager shall be placed on the consent calendar of the council within thirty days of the filing of the appeal. In determining such appeal, the council shall consider the impact of the proposed excavation on the neighborhood, the applicant's need to provide services to a property or area, facilitating the deployment of new technology as directed pursuant to official city policy, and the public health, safety, welfare and convenience. The council may adopt the recommendation of the city manager, or remove the appeal from the consent calendar, which shall require ~~five votes a majority vote~~, and take action to uphold or overturn the recommendation of the city manager. The decision of the council is final.

Attachment A

NOT YET ADOPTED

(b) To avoid future excavations and to reduce the number of street excavations, any person, utility or public utility providing utility or communications service shall be requested, when practicable, to install sufficient conduit to accommodate the reasonably foreseeable future business growth needs of that person, utility or public utility.

SECTION 4. Severability. If any provision, clause, sentence or paragraph of this ordinance, or the application to any person or circumstances, shall be held invalid, such invalidity shall not affect the other provisions of this ordinance which can be given effect without the invalid provision or application and, to this end, the provisions of this ordinance are hereby declared to be severable.

SECTION 5. CEQA. The City Council finds and determines that this Ordinance is not a "project" within the meaning of section 15378 of the California Environmental Quality Act (CEQA) Guidelines because it has no potential for resulting in physical change in the environment, either directly or ultimately.

SECTION 6. Effective Date. This ordinance shall be effective on January 1, 2019.

INTRODUCED:

PASSED:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

ATTEST:

APPROVED:

City Clerk

Mayor

APPROVED AS TO FORM:

City Manager

Deputy City Attorney

Amendment to Council Handbook

AMENDMENT TO THE CITY COUNCIL PROCEDURES AND PROTOCOLS HANDBOOK

In November, 2014, the Charter of the City of Palo Alto was amended by the electorate to reduce the City Council to seven members (from the current nine member council) effective January 1, 2019.

In order to prevent conflicts with the California Brown Act, relevant sections of the Palo Alto City Council Procedures and Protocols Handbook must also be amended to reflect the seven-member Council.

Upon approval by the City Council, the following amendments shall become effective January 1, 2019:

Subsection (K) (Council Matters) of Subsection 2.4 (General Requirements) of Section 2 (Council Meeting & Agenda Guidelines) of the City Council Procedures and Protocols Handbook is hereby amended as follows (deleted text is in ~~strikethrough~~, new text is underlined):

K. Council Matters

Any two Council Members may bring forward a colleague memo on any topic to be considered by the entire Council. Two Council Members are required to place such a memo on the agenda, reflective of the Council procedure requiring a motion and a second for consideration of a motion by the Council. Up to ~~four~~ three Council Members may sign a colleague memo. The City Attorney recommends that the colleague memo be limited to ~~three~~ two Council Members in order to avoid the potential of a Brown Act issue. Prior to preparing a colleague memo, Council Members will consult with the City Manager to determine whether he/she is or is willing and able to address the issues as part of his/her operational authority and within current budgeted resources. Colleague's memos should have a section that identifies any potential staffing or fiscal impacts of the contemplated action. This section will be drafted by the City Manager. Council Members shall provide a copy of the proposed memo with the City Manager or appropriate senior staff prior to finalization. Completed Council colleagues memos shall be provided to the City Clerk's staff by noon on the Tuesday prior to the Council meeting that the memo is intended to be agendized, to provide time for the City Clerk to process for the Council packet.

The City Council will not take action on the night that a colleague memo is introduced if it has any implications for staff resources or current work priorities which are not addressed in the memo. The Council will discuss the colleague memo and then direct the City Manager to agendize the matter for Council action within two meetings, allowing

Amendment to Council Handbook

City staff time to prepare a summary of staffing and resource impacts. Action may be taken immediately by the Council on colleague memos where there are no resource or staffing implications or where these are fully outlined in the colleagues memo. The Brown Act requires that the public be fully informed of the potential action by the Council via the Agenda 72 hours before a scheduled Council meeting. In order to satisfy the Brown Act requirements, the Council should consult with the City Attorney to ensure that the proposed title to the colleague memo contains all actions that the Council Members want completed on the night of the Council review.

Subsection (3) (Appointment) of Subsection (Y) (Ad Hoc Committees) of Subsection 2.4 (General Requirements) of Section 2 (Council Meeting & Agenda Guidelines) of the City Council Procedures and Protocols Handbook is hereby amended as follows (deleted text is in ~~strikethrough~~, new text is underlined):

3) Appointment

The Mayor or the City Council may appoint ~~four~~ three or less members of the Council to serve on an Ad Hoc Committee. In contrast, only the Council and not the Mayor alone can create a Standing Committee. The Mayor will publicly announce any Ad Hoc Committee created by him or her, its membership and stated purpose and posted on the City Council website. The City Manager shall prepare a report to Council about the anticipated time commitment required for staff to assist the Ad Hoc Committee.

Carnahan, David

From: Linhai Qiu <lqiu@alumni.stanford.edu>
Sent: Tuesday, October 30, 2018 11:32 PM
To: kou.pacc@gmail.com; Scharff, Gregory (internal); Wolbach, Cory; Fine, Adrian; Kou, Lydia; Council, City; Transportation; Info, Plandiv
Subject: An important idea regarding the rail grade separation especially regarding the viaduct option

Hi council members and related city departments,

I learnt about the council decision to vote the fate of the viaduct option soon. After serious consideration, I am bringing up my thought and proposal about it.

While I still feel that the lowering train tracks options are far better for Palo Alto residents, I am proposing an idea about a modified version of the viaduct option. Have you or the responsible teams study the option of constructing such a kind of viaduct that holds a pipeline to let the trains run through inside the pipe, which is very much like a "tunnel" over the viaduct, or we can say it is a viaduct with walls on all sides? The advantage of this proposal is that it does not need to overcome the technical and environmental difficulties due to the underground water/creek issues that we may face in the underground tunnel or trench option. Also, it will eliminate the noise, health, safety, privacy issues that are deeply concerning the railroad neighborhood (including myself). I hope the city can seriously consider about this and add this into one of the options or transform the viaduct option into something like this.

In regard to the hybrid option that raises the train tracks, that is equally bad or even worse than the original open (as opposed to having walls) viaduct option, even if not all people realize that yet. The hybrid option also raises the train wheels higher than the residents' backyard fences, which makes it have almost all the downsides that the viaduct option has. Moreover, it effectively cuts the Palo Alto east and west into two parts visually. I suggest the city combine the viaduct option with this hybrid option that raises the train tracks into one vote, because it makes little sense to leave this option while voting down the viaduct given those reasons.

As a resident, I sincerely wish the city can move forward with an option that benefits the residents overall, but I still hold the bottom line that the railroad neighborhood residents' health, safety and privacy cannot be sacrificed to achieve any goal. So, let's work together to work it out.

Thanks,
Linhai

On Mon, Aug 20, 2018 at 11:40 PM Linhai Qiu <lqiu@alumni.stanford.edu> wrote:

Hi Cory, Greg, Lydia, Adrian,

I am a resident living in the Charleston Meadow area with my family. We are very surprised to learn that the options that will raise the rails (including MCL) are still on the table, given our community is so against it. Here is why we are so against it. With the current height of the train tracks, we can already see through the windows of the caltrains in our backyard and even in the living room. We cannot imagine if the train tracks are raised another 14 feet (almost twice as high as our fence). The question now is not how it will impact the privacy of the caltrain neighbor residents. From our direct experience (before seeing any 3D simulation), we can testify that there will be no privacy at all. Let's forget about the noise (especially the freight trains) for a moment. Just think about trains passing over the head every day. Just think about that kind of feeling and how much stress that will cause "every" day. People have been so anxious about the decisions on your hands that they cannot even fall asleep sometimes. For us it is not just discussion and analysis, it is our life, daily life! We have been keeping mentioning the constraints, but I think no elevation of the rails should be the most basic constraint.

(I agree with one point from one of you that we should factor in the cost of all the necessary mitigation such as insulation, sight blocking, etc. into the cost analysis, although I also think much of the long-term damage caused by elevation will be so costly that can't even be measured.)

Thanks.

Carnahan, David

From: California High-Speed Rail <Northern.California@hsr.ca.gov>
Sent: Thursday, October 25, 2018 11:52 AM
To: Council, City
Subject: California High-Speed Rail Authority Northern California Newsletter- October 2018

To view this email as a web page, go [here](#).

Can't see the images? [View As Webpage](#)



Northern California Regional Update

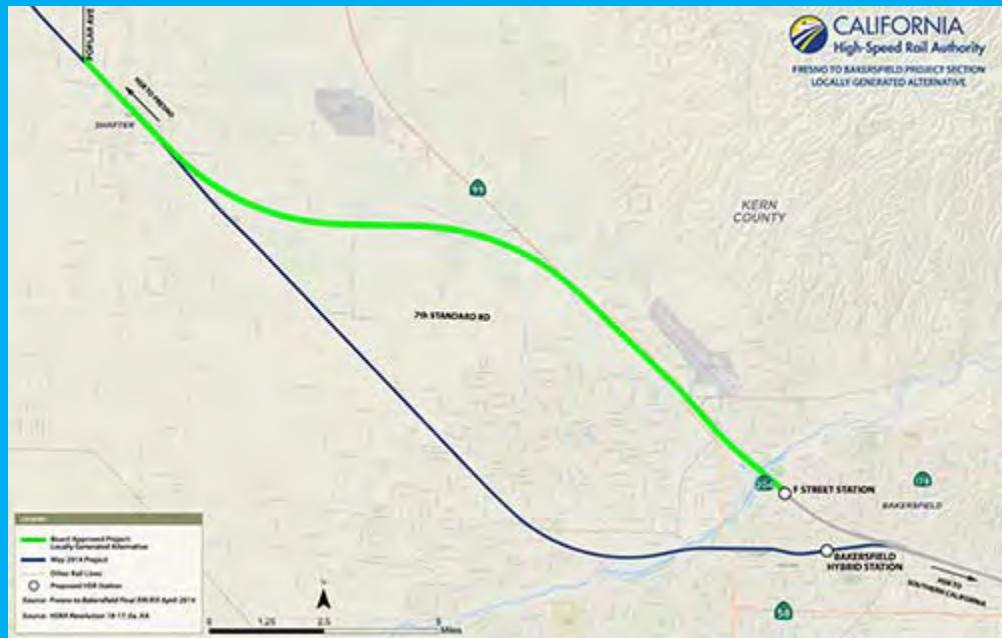
The California High-Speed Rail Authority (Authority) continues its commitment to provide updates on the program's progress in the Northern California region. Here's what's happened this month.

[San Francisco to San Jose](#)

[San Jose to Merced](#)

Statewide Update

High-Speed Rail Authority Board of Directors Approve Alignment within Fresno to Bakersfield Project Section Certifies Final Supplemental Environmental Impact Report



The California High-Speed Rail Authority (Authority) Board of Directors on October 16 certified the Final Supplemental Environmental Impact Report (Final Supplemental EIR) for the Fresno to Bakersfield Project Section and approved a high-speed rail alignment between Poplar Avenue in Kern County and the F Street station location in downtown Bakersfield. This allows the Authority to take additional steps toward advancing major work on the project.

"Today's decision by the Board of Directors reflects the successful partnership between the Authority and our regional partners to find a path forward in bringing high-speed rail to Bakersfield," said Board Chair Dan Richard. "Having a high-speed rail station in Bakersfield will spur new economic activities and development in the region, and tie the Central Valley to Northern and Southern California like never before."

The Board of Directors heard a staff presentation and took public comments on the Fresno to Bakersfield Final Supplemental EIR. After deliberations, the Board of Directors voted unanimously to certify the document under the California Environmental Quality Act (CEQA), approve the project and alignment between Poplar Avenue in Kern County and the F Street station location in downtown Bakersfield and adopt documents required under CEQA.

Click the button below to find the Final Supplemental EIR and associated documents.

[Click for Final Supplemental EIR](#)

Authority Progress Highlighted at National High-Speed Leadership Summit



Chair Emeritus of the U.S. High Speed Rail Association Rod Diridon presenting the inaugural Governor Edmund G. Brown Jr. National High-Speed Rail Champion's Award to CAHSRA Board Chair Dan Richard.

Representatives from the California High-Speed Rail Authority (Authority) were featured prominently in two significant stakeholder events last month: the National High-Speed Rail Leadership Summit in San Jose and Governor Jerry Brown's Global Climate Action Summit at the Moscone Center in San Francisco.

The three-day National High-Speed Rail Leadership Summit, held September 11-13 at the Santa Clara County Building, featured various high-speed and transportation-related discussions and presentations. Authority Board Member Bonnie Lowenthal, Northern California Regional Director Boris Lipkin, Sustainability Director Meg Cederoth and Board Chair Dan Richard all spoke during the summit, which concluded with the Authority hosting a tour of construction sites in the Central Valley on September 13.

On the first day of the summit, Board Chair Richard was presented with the inaugural Governor Edmund G. Brown Jr. National High-Speed Rail Champion's Award for his role in supporting and advancing the high-speed rail program.

"Of course, receiving this award was a great personal honor, but it really represents the incredible progress we as an organization have made in building America's first high-speed rail system," said Richard, who was appointed to Authority Board in August 2011 and subsequently voted Board Chair in February 2012. "It's appropriate that the U.S. High-Speed Rail Association named this award after Governor Brown, because without his leadership this project would have never gotten off the ground."

The week concluded with Authority CEO Brian P. Kelly speaking at the Governor's Global Climate Action Summit, during which Kelly provided an update on the Authority's streamlined land acquisition process and its public outreach efforts in the Southern California that is designed to update key environmental stakeholders on the program's progress.

Said Kelly, "I firmly believe that strengthening these relationships is key to building greater understanding of why this project is critical to California's future mobility, economic prosperity and sustainability and climate objectives."

San Francisco Approves Alignment for Downtown Extension



The San Francisco County Transportation Authority (SFCTA) in September approved the Pennsylvania Avenue as its preferred tunneling alignment for the downtown extension (DTX) - an extension that will ultimately bring high-speed rail and Caltrain service to the Salesforce Transit Center in downtown San Francisco.

The construction route of the tunnel is expected to cost \$6.1 billion and is scheduled to be ready to provide Caltrain and high-speed rail service by 2027.

The entire Downtown Rail Extension Project includes a 1.3-mile rail line that will include the creation of a transit-friendly neighborhood, with 3,000 new homes and mixed-use development. The extension will provide Caltrain and high-speed rail with a line that will extend from the current Caltrain station at 4th and King Streets.

Caltrain Begins Tunnel Work to Advance its Electrification Project

In order to accommodate its new, incoming fleet of electric trains, Caltrain construction crews launched work in the four San Francisco tunnels, work that is essential in order to electrify the Caltrain Peninsula Corridor.

In order to facilitate work in the tunnels, trains will not serve the San Francisco or 22nd Street stations on weekends from October 6, 2018 to late spring 2019.

Crews will create additional clearance in the tunnel sides to accommodate the new trains and will install anchor bolts in the tunnel ceilings to facilitate the installation of the overhead contact system that will power the new electric trains.

For more information visit <http://www.caltrain.com/main.html>

October 2018 Construction Update

High-speed rail continues to make significant progress in the Central Valley in constructing the nation's first high-speed rail system. In October's construction update, we take a look at the work to extend the Cedar Viaduct across State Route 99. Meantime, excavation work continues under State Route 180 as crews are preparing to build the passageway for high-speed trains. Plus, get a look at the recent concrete pours at the San Joaquin River Viaduct.



Construction Update

San Francisco to San Jose Project Section

Next Environmental Milestone

The project team continues to advance engineering and environmental analysis on two alternatives, which will contribute to a staff recommended State's Preferred Alternative that will be presented to the Board of Directors in December 2019. Below is an updated schedule to deliver the Final Environmental Impact Report/Statement (EIR/EIS) for the San Francisco to San Jose Project Section, including the State's Preferred Alternative as the next environmental milestone.

SAN FRANCISCO TO SAN JOSE ENVIRONMENTAL MILESTONES



Community Working Groups Schedule

This month marks the restart of Community Working Groups (CWG). There are three groups:

- San Francisco CWG
- San Mateo County CWG
- South Peninsula CWG (previously known as the Santa Clara County CWG)

These groups are comprised of representatives from neighborhood associations, business organizations, and transit advocates throughout the Peninsula Corridor. All meetings are open to the public.

Materials from these meetings can be found on the Authority's website, [here](#), under Community Meetings.

San Jose to Merced Project Section

Developing a Concept Plan

The Authority along with Partner Agencies, the City of San José, Santa Clara Valley Transportation Authority (VTA) and Caltrain, entered into a Cooperative Agreement earlier this year to develop a Concept Plan for the integration of existing and future transit services at a new, expanded Diridon Station. The vision is to deliver a world-class transportation hub that provides seamless customer experience for movement between transit modes within the station and into the surrounding neighborhoods and downtown San Jose.

Additionally, the Authority continued its engagement with environmental agencies and non-governmental stakeholders in the Santa Clara Valley and Pacheco Pass this month. These valuable interactions are establishing a highly productive collaboration as we consider and effectively plan for all potential environmental impacts from all of the alternatives under study in the project section. This work is leading up to the next milestone of the selection of the State's Preferred Alternative planned for September of next year.

If you are interested in inviting us to your community meeting to receive a project update, our team would be happy to coordinate with you. Feel free to contact us here:

Via Email:
san.jose_merced@hsr.ca.gov
san.francisco_san.jose@hsr.ca.gov

Via Phone:
San Francisco to San Jose Project
Section:
(800) 435-8670
San Jose to Merced Project Section:
(800) 455-8166

Via Mail:
Northern California Regional Office
California High-Speed Rail Authority
100 Paseo de San Antonio, Suite 206
San Jose, CA 95113

Sincerely,

Boris Lipkin
Northern California Regional Director

SEE MORE AT WWW.HSR.CA.GOV

California High-Speed Rail Authority
100 Paseo de San Antonio, Suite 206
San Jose, CA 95113
northern.california@hsr.ca.gov
(408) 277-1083



This email was sent by: California High-Speed Rail Authority
770 L Street Suite 620, Sacramento, CA, 95814 US

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Carnahan, David

From: aram james <abjpd1@icloud.com>
Sent: Wednesday, October 24, 2018 11:20 PM
To: dennis.r.burns@gmail.com
Subject: Check out this TED Talk!

A prosecutor's vision for a better justice system (Adam Foss | TED2016)

[https://www.ted.com/talks/adam_foss_a_prosecutor_s_vision_for_a_better_justice_system?utm_source=tedcomshare&utm_medium=email&utm_campaign=tedspread](https://www.ted.com/talks/adam_foss_a_prosecutor_s_vision_for_a_better_justice_system?utm_source=tedcomshare&utm_medium=email&utm_campaign=tedsspread)

Sent from my iPhone

Carnahan, David

From: Arlene Goetze <photowrite67@yahoo.com>
Sent: Monday, October 29, 2018 1:35 PM
To: Cindy Chavez; Kniss, Liz (external)
Subject: Digital Gap: Poor Use & Rich Ban it in schools

From New York Times

by Nellie Bowles, Oct. 26, 2018

The Digital Gap Between Rich and Poor Kids is Not what We Expected

America's public schools are still promoting devices with screens--even offering digital-only preschools. The rich are banning screens from class altogether.

But now, as Silicon Valley's parents increasingly panic over the impact screens have on their children and move toward screen-free lifestyles, worries over a new digital divide are rising.

It could happen that the children of poorer and middle-class parents will be raised by screens, while the children of Silicon Valley's elite will be going back to wooden toys and the luxury of human interaction.

Read more . . .Worried parents organize against digital for kids

https://www.nytimes.com/2018/10/26/style/digital-divide-screens-schools.html?rref=collection%2Fsectioncollection%2Feducation&action=click&contentCollection=education&ion=stream&module=stream_unit&version=latest&contentPlacement=4&pgtype=sectionfront

Forwarded by Arlene Goetze, NO Toxins for Children, photowrite67@yahoo.com

Carnahan, David

From: Michael Tan <michael.lam.tan@gmail.com>
Sent: Tuesday, October 30, 2018 11:07 PM
To: Council, City
Subject: Exit from 101N onto Oregon Expressway

Dear City Council members,

The traffic on the 101N on the mile leading up to the Oregon Expressway exit is usually crowded around the evening rush hour. Sometimes I see cars use the mile-long exit-only lane before the Oregon Expressway exit as a way to bypass the traffic. This is problematic for two reasons:

- 1) The car that abuses the exit lane needs to slow down and merge back into the traffic-heavy expressway. The slowdown can be unexpected and cause accidents, and it blocks the people from actually exiting until the car merges back in.
- 2) Everyone else in the freeway is fairly waiting their turn. Seeing a car cut ahead in front of them can provoke frustration, which may lead to unsafe driving. Sometimes people may beep at the exit lane abuser, which might cause them to road rage later.

Can we put up signs to say that drivers using the exit lane must exit? This would help alleviate traffic in the exit lane and allow for safer driving around that intersection. There is an article around this type of policy

here: <https://www.mercurynews.com/2014/02/10/exit-lane-cheaters-tempt-road-rage-crashes-and-sometimes-a-ticket/>

Thank you for your consideration,
Michael

Carnahan, David

From: Wayne Martin <wmartin46@yahoo.com>
Sent: Tuesday, October 30, 2018 5:05 PM
To: Council, City
Subject: Finding \$2M a year

Palo Alto City Council
City of Palo Alto
Palo Alto, CA

Elected Council Members:

Given that the Staff seems to be unable to find \$2M dollars out of an operational budget of over \$200M this year (and growing to \$286M in ten years), the following information about the use of "management specialists" is brought to your attention:

Using the employee compensation data for 2017, the following departments hired "Management Specialists" for the following amount of money:

department	Salary
Administrative Services	113,543
City Auditor	17,300
City Manager	97,086
Community Services	15,030
Development Services	78,673
Fire	2,746
Human Resources	100,962
Information Technology	5,985
Library Services Dept	33,291
Planning & Community Envir	46,346
Police	310,830
Public Works	128,287
Utilities	240,092

Total: \$1.1M.

Does anyone on the Council know what these people are doing for this money?

A similar question (or two) might be asked: Does anyone on the Council know how much money is spent on consultants on a yearly basis? Does the Council require the City Manager to list all of the consultant contracts for the public to review?

It would seem that there might easily be two million dollars to be found in the area of "management specialists" and "consultants".

Wayne Martin
Palo Alto

Carnahan, David

From: D Martell <dmpaloalto@gmail.com>
Sent: Friday, October 26, 2018 10:50 PM
To: Zero Waste
Cc: Keene, James; Council, City
Subject: Foodwaste

Dear Zero Waste:

Your flyer, in the October 26, 2018, PA Weekly newspaper, is ridiculous and a waste of taxpayer monies. The "Plan" and "Pack" sections are either written for morons or written by morons. In fact, on second review, this entire flyer is ridiculous.

Be mindful that you are addressing Palo Alto, the Stanford community, and the heart of Silicon Valley. We are the richest little town in America, and a town of billionaires and geniuses. Your flyer is patronizing and just plain stupid. Who the hell is responsible for such trash? How dare you address my community in such a demeaning way!

You are exploiting hard earned taxpayers' monies. Just knock it off. Whoever you are, you are a leach, and whoever is responsible for hiring you should be fired. You have thrown away valuable taxpayer monies with expensive and insulting advertising. Shame on you!!

Please respond. --I demand to know: how much money was wasted on composing such nonsense, and how much unnecessary money was dumped into the very expensive PA Weekly's Advertising Department? Who is responsible? Palo Alto taxpayers want accountability.

Carnahan, David

From: Roberta Ahlquist <roberta.ahlquist@sjsu.edu>
Sent: Tuesday, October 30, 2018 1:58 PM
To: Council, City; Stephanie Munoz; Rita Vrhel; Mary Sylvester
Subject: Fwd: California Today: Los Angeles Tests Housing the Homeless in Its Own Backyard

----- Forwarded message -----

From: NYTimes.com <nytdirect@nytimes.com>
Date: Tue, Oct 30, 2018 at 6:32 AM
Subject: California Today: Los Angeles Tests Housing the Homeless in Its Own Backyard

DEAR COUNCIL PEOPLE CONCERNED ABOUT LOW-INCOME HOUSING:

WE SHOULD BE DOING SUCH THINGS. Many places are trying to figure out ways to get more worker housing.
EVERY ZONING CHANGE YOU MAKE SHOULD MANDATE THAT 50% LOW INCOME HOUSING BE INCLUDED.

WE SHOULD NOT ALLOW A FOR-PROFIT WOMEN'S CLUB (THERE IS ALREADY A WOMEN'S CLUB ON FOREST) BUT RATHER

LOW INCOME HOUSING SHOULD BE BUILT THERE (MIDDLEFIELD AND ADDISON). WHERE IS THE NEW LOW INCOME HOUSING? ALL WE SEE IS EXPENSIVE CONDO PLANS,
OR CONDO/OFFICE! Let's see some low-income housing for our workers.

WILPF Low income housing committee

[View in Browser](#) | Add nytdirect@nytimes.com to your address book.

The New York Times

California Today

Tuesday, October 30, 2018

[NYTimes.com »](#)

Los Angeles Tests Housing the Homeless in Its Own Backyard

By JENNIFER MEDINA AND INYOUNG KANG



A home being built in the backyard of another house in the Highland Park neighborhood of Los Angeles. Jenna Schoenefeld for The New York Times

Good morning.

What would it take for you to put the homeless in your own backyard?

The city and county of Los Angeles are [attempting to find out.](#)

In separate pilot programs, officials are offering subsidies of between \$10,000 and \$30,000 to homeowners who commit to creating accessory dwelling units — more commonly called “granny flats” — and renting them out to the formerly homeless.

On Monday, Bloomberg Philanthropies announced the city won a \$1 million grant to get the experiment off the ground. City officials are likely to look for more private money to fund the pilot program.

It is unclear exactly how many units the city will pay for with this round of money, but much of the experiment will focus on just what it will take to convince homeowners that they should rent out their back houses to the homeless.

"There's a lot we don't know yet, so we're asking what would it take for this to work, to appeal to enough people to make a difference," said Amanda Daflos, who heads Mayor Eric Garcetti's innovation team, which has focused on the city's housing crisis.

For months, Ms. Daflos and her colleagues have hosted focus group meetings to understand what kinds of questions and concerns homeowners might have. When we visited one focus group this fall, the skepticism was clearly evident.

"There's a lot of fear when you hear the term homelessness," said Richelle Saldana, a 33-year-old homeowner and mother of two. "Maybe that is not fair, but it's true."

One official in Portland, Ore., where a similar experiment is underway, went as far as calling the idea "a little cuckoo," but insisted that people would be eager to "step up and do a little."

What do you think — would you be willing to rent out your backyard flat through a similar program? What could persuade you to do so? Share your thoughts in the comments or by email: jennifer.medina@nytimes.com

California Crossword



This is the seventh in a series of ten California-themed crossword puzzles, written by veteran Times crossword constructor and San Diego resident Bruce Haight.

The theme of [today's puzzle](#) is different San Francisco landmarks. If you're a resident of the Bay, you should have fun with this one – there's even a bonus Bay Area-related answer at 26-Across.

If you like what you're solving, check out our daily [Mini](#) crossword puzzle, or take your puzzles on the go with the New York Times Crossword [app](#).

California Online

(Please note: We regularly highlight articles on news sites that have limited access for nonsubscribers.)



A memorial outside the Tree of Life synagogue in Pittsburgh.

Michael Henninger for The New York Times

- Prosecutors vowed to **seek the death penalty** for Robert Bowers, the man accused of killing 11 congregants at a Pittsburgh synagogue on Saturday. [[The New York Times](#)]
- A torrent of anti-Semitic content over the weekend showed that as social media companies expanded their reach, they never quite understood the **negative consequences of their influence** nor what to do about it. [[The New York Times](#)]

-
- Cesar Altieri Sayoc Jr., the Florida man accused of mailing pipe bombs around the country, kept lists that suggested he had more than 100 potential targets, including **at least 15 in the Los Angeles region.** [[The Los Angeles Times](#)]
 - Lt. Gov. Gavin Newsom and Senator Kamala Harris will barnstorm together this weekend in a final push to energize voters in **four closely contested House races** in Southern California. [[Politico](#)]
 - Mr. Newsom's business interests could present an **ethics challenge** if he is elected governor and maintains his holdings in wineries, bars, restaurants, hotels and liquor stores. [[Associated Press](#)]
 - A private-equity-backed campaign could overturn a landmark state **criminal justice reform law** that is intended to help the poor by abolishing bail-bond companies. [[The Washington Post](#)]
 - Marc Benioff, the chief executive of Salesforce and one of San Francisco's wealthiest residents, has molded himself into the **face of a local initiative to tax large businesses** and raise money to help the homeless. [[Buzzfeed News](#)]
 - Klay Thompson set an **N.B.A. record with 14 3-pointers** in the Golden State Warriors' victory over the Chicago Bulls. [[The New York Times](#)]
 - The Warriors must pay the estimated \$40 million debt incurred by Oakland and Alameda County for **renovations to Oracle Arena**, an arbitrator ruled. [[San Francisco Chronicle](#)]



Guadalupe Plascencia, right, shown with her daughter, Mahria Torres, won a \$55,000 settlement after she was detained by immigration authorities despite repeatedly telling them she was an American citizen.

Gina Ferazzi/Los Angeles Times

- A U.S. citizen who was detained by ICE in San Bernardino County was **awarded \$55,000** in a settlement after she sued the federal government and the San Bernardino County Sheriff's Department. [[The New York Times](#)]
- In Watsonville, an **immigrant farmworker** picks strawberries and prepares for the birth of her third child. She faces health care challenges and worries about her immigration status. [[CNN](#)]
- Tesla is making progress, but its future isn't yet secured. Here are some fundamental **questions hanging over the company**. [[The New York Times](#)]
- Scientists captured incredibly **rare footage of a Dumbo octopus** swimming at the Southeast Davidson Seamount, southwest of Monterey, about 10,000 feet deep. [[Newsweek](#)]
- Sunday was “Super Sports Equinox” in L.A., which hosted a home game in five major sports that day. Two fans **attended them all**. [[The Los Angeles Times](#)]



The Lido House brings the architectural influence of Cape Cod to the California coast.

Lido House

- This **design-centric spot in Newport Beach** is challenging the concept of what a Southern California hotel should look like. [[The New York Times](#)]

And Finally ...



The food was experimental, hard to categorize and often deeply delicious, like the restaurant's popular noorook, a grain porridge seasoned with koji.

Elizabeth Lippman for The New York Times

It began in a Hollywood strip mall with a cramped kitchen and a shoestring budget. The food they served was experimental, laborious to prepare and technically accomplished — neither Korean nor Italian, often priced around \$10.

When Kwang Uh and Matthew Kim opened Baroo in 2015, it caught the eye of the restaurant critic Jonathan Gold shortly after. In 2016, Bon Appétit named Baroo one of the [10 best places](#) to eat in the country.

The restaurant served its last meal on Saturday, but it pulled off a rare balancing act in dining culture: warmth, affordability and experimentation, all till the very end.

Read the full story [here](#).

California Today goes live at 6 a.m. Pacific time weekdays. Tell us what you want to see: CAtoday@nytimes.com.

California Today is edited by Julie Bloom, who grew up in Los Angeles and graduated from U.C. Berkeley.



Harry's Responds to Gillette's Ad Campaign

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Harry's Responds to Gillette's Ad Campaign

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Carnahan, David

From: D Martell <dmpaloalto@gmail.com>
Sent: Saturday, October 27, 2018 1:04 AM
To: Ludia.kou@cityofpaloalto.org
Cc: Eggleston, Brad; Keene, James; Shikada, Ed; Council, City
Subject: Fwd: Praise for Brad Eggleston | Dawn Redwood

Lydia Lou
Council Member

Thank you Lydia.

The historic Dawn Redwood is on city property. The Post Office belongs to the Feds, but the land is ours. All plant life, at the downtown Post Office, is dying for lack of water. Waiting for rain is not the solution.

I spent months trying to get this issue resolved, and only contacted Brad out of desperation.

I appreciate your support and recognition. It's your turn to be Mayor.

-Danielle

Danielle Martell
dmPaloAlto@gmail.com
650 856-0700

----- Forwarded message -----

From: **Kou, Lydia** <Ludia.Kou@cityofpaloalto.org>
Date: Friday, October 26, 2018
Subject: Praise for Brad Eggleston | Dawn Redwood
To: D Martell <dmpaloalto@gmail.com>

Dear Danielle,

Thank you for your follow up on the Dawn Redwood. It is a beautiful tree and we should take care of it whether it is on private or public property.

Kind regards,



Lydia Kou - Council Member

Contact Info: <https://goo.gl/BcgCQS>

From: D Martell <dmpaloalto@gmail.com>
Sent: Friday, October 26, 2018 4:32 PM
To: Keene, James
Cc: Shikada, Ed; Eggleston, Brad; Stump, Molly; Council, City; Minor, Beth; Brettle, Jessica
Subject: Praise for Brad Eggleston | Dawn Redwood

FYI

----- Forwarded message -----

From: **D Martell** <dmpaloalto@gmail.com>
Date: Fri, Oct 26, 2018 at 4:10 PM
Subject: Fwd: Dawn Redwood
To: <Brad.Eggleston@cityofpaloalto.org>

THANK YOU!! You are appreciated. -Danielle Martell

----- Forwarded message -----

From: **Eggleston, Brad** <Brad.Eggleston@cityofpaloalto.org>
Date: Fri, Oct 26, 2018 at 3:57 PM
Subject: Dawn Redwood
To: D Martell <dmpaloalto@gmail.com>

Hi Danielle,

Thanks for the photos you dropped off at the Clerk's Office!

We're still trying to coordinate with the Post Office about their trees and the irrigation system, but I wanted to let you know that for now we're having a water truck water the Dawn Redwood tree once a week. Hopefully this will be enough to at least stop its current decline.

Have a good weekend.

Brad



Brad Eggleston | Interim Director of Public Works
[250 Hamilton Avenue | Palo Alto, CA 94301](https://www.paloalto.ca.us/250-Hamilton-Avenue)
D: 650.329.2636 | E: Brad.Eggleston@cityofpaloalto.org

Carnahan, David

From: Virginia Smedberg <virgviolin@hotmail.com>
Sent: Tuesday, October 30, 2018 2:44 PM
To: Council, City
Subject: How to respond as a City to the Pittsburg killings

Dear Council Members - in response to the Mayor's note about this horrible act:

Would the city consider doing a resolution like this one?? -

https://www.bendthearc.us/open_letter_to_president_trump



Letter to President Trump from Pittsburgh Jewish Leaders

President Trump, you are not welcome in Pittsburgh until you commit yourself to compassionate, democratic policies that recognize the dignity of all of us.

www.bendthearc.us

I've also asked friends at Beth Am and First Congregational Church - but I think the more groups it, or something similar, comes from, the better.

Virginia Smedberg
441 Washington Ave PA

Carnahan, David

From: Cecilia Willer <cecilia_willer@yahoo.com>
Sent: Thursday, October 25, 2018 3:32 PM
To: Council, City
Subject: Idea regarding helping with housing

I wanted to pass on an idea that an acquaintance had shared regarding the housing challenge.

Right now in Palo Alto the housing prices are crazy and we have this wonderful Proposition 13 in place. [I love it as a home owner].

I believe the rentals in Palo Alto account for **over 50%** of the housing units.

Many home purchasers buy homes to be a rental property - the house next door to our home is a rental, the What's App person purchased 4 additional homes, Mark Zuckerberg purchased many homes surrounding his home, and there are many more.

I feel that Proposition 13 should be for homeowners who LIVE in the home they own. It should not be made available to those who purchase with the intention of renting the home out. My understanding of Prop 13 is that it was to help the home owners be able to remain in their home. Homeowners NOT renters.

Perhaps if home purchasers know they will need to pay a higher property tax each year, they won't purchase as many homes, pay the crazy prices they pay to have more homes, and just maybe there will be homes available for people who want to live and stay in this community. If people want to purchase rentals, pay the taxes.

I hope you can give this some thought. There are just so many people with lots of money that want to benefit from rentals. So, have them help pay for the infrastructure that is needed in our community.

Cecilia Willer
1270 Byron Street

Carnahan, David

From: Family <iveybarajas@aol.com>
Sent: Monday, October 29, 2018 8:39 PM
To: Council, City
Subject: Laps swims and Rinconada Community Pool

Dear City Council Members,

I have been a lap swimmer at Rinconada Pool for over 25 years and have used the community pool for health benefits. My husband and I have raised our three children in Palo Alto and we have always made it a priority to live near the community pool for lap swims. It is important to our family that the city of Palo Alto continue to offer a public pool to the community for lap swimming, swim lessons and masters swim club. Rinconada pool is the only public pool in Palo Alto. Let's keep this valuable asset for the community.

Thank you for your cooperation and for working on behalf of the community.

Sincerely,
Lourdes Barajas
iveybarajas@gmail.com

Carnahan, David

From: Aram James <abjpd1@gmail.com>
Sent: Wednesday, October 24, 2018 11:00 PM
To: dcbertini@menlopark.org; myraw@smcba.org; Council, City; jason@jason4rwc.com; drutherford@cityofepa.org; council@redwoodcity.org; christina@christina4rwc.com; gkirby@redwoodcity.org; reddy4rwc@gmail.com; cbolanos@smcgov.org; paloaltofreepress@gmail.com; epatoday@epatoday.org; rick@rickhunter.org; jbeiers@smcgov.org; citycouncil@menlopark.org; michael.gennaco@oirgroup.com; Jonsen, Robert; stephanie@dsxextreme.com; apardini@cityofepa.org; cromero@cityofepa.org; lmoody@cityofepa.org; lgauthier@cityofepa.org; jrosen@da.sccgov.org; dave.cortese@bos.sccgov.org; rabrica@cityofepa.org; Kilpatrick, Brad; Lee, Craig; Kan, Michael; roberta.ahlquist@sjsu.edu; wilpf.peninsula.paloalto@gmail.com; Tony Dixon; yolanda@rocketmail.com; Zelkha, Mila; tom.dubois@gmail.com; molly.o'neal@pdo.sccgov.org; Stump, Molly; laptoplg@mac.com; hayden@yourcriminaldefender.com; smanley@scscourt.org; rpichon@scscourt.org; sscott@scscourt.org; jsylva@scscourt.org; dryan@scscourt.org; mbuell@cityofepa.org; fields.randal@gmail.com
Cc:
Subject: Larry Krasner's Campaign to End Mass Incarceration | The New Yorker

<https://www.newyorker.com/magazine/2018/10/29/larry-krasners-campaign-to-end-mass-incarceration>

Sent from my iPhone

Carnahan, David

From: Janet Littlefield <janet@wilddancer.com>
Sent: Monday, October 29, 2018 6:35 PM
To: Council, City
Subject: Letter in Support of Rinconada Masters

October 29, 2018

To the Palo Alto City Council:

Not all masters swim programs are alike. Not everyone is young, strong, and competitive. Not everyone is a tri-athlete or aspiring tri-athlete. Some of us are beginning swimmers; some of us are recovering from injuries.

Many swimmers enjoy swimming for fitness with a more relaxed group of masters swimmers. At Rinconada Masters we enjoy our workouts, but also the comradery of other swimmers who share our love of swimming but aren't necessarily competing.

We respectfully ask you to keep the Rinconada Masters program as is rather than allowing Team Sheeper to establish its own masters program. There are many competitive masters programs in the area – Menlo Masters and Stanford Masters come to mind.

Though I am a Menlo Park resident, I have swum with Rinconada Masters since 1985. Menlo Park's Burgess Pool would be more convenient for me, but there are virtually no times when I, working full time, can lap swim there, and I believe their masters program is too strenuous for me.

I particularly appreciate Rinconada Masters because it provided me with the opportunity to recover from a massive rotator cuff injury. If it hadn't been for this group and Carol MacPherson's coaching, I most likely would never have been able to swim again.

Please don't allow Rinconada Masters unique program to be dissolved.

Sincerely,

Janet Littlefield

Carnahan, David

From: Mike S <mjsl4@yahoo.com>
Sent: Thursday, October 25, 2018 7:56 AM
To: Council, City
Subject: Lying Sack of Crap

Seriously? How demented does a city council have to be to honor someone for lying in front of congress? Don't spend time trying to fix problems in your state, such as the highest poverty rate in the country, or people shooting up and defecating on the sidewalks. No your time is best spent honoring a complete liar. Good job palo alto, you should all be ashamed of yourselves.

Signed,

REAL AMERICANS

[Sent from Yahoo Mail on Android](#)

Carnahan, David

From: Chris M. Balz <chris@chrisbalz.com>
Sent: Wednesday, October 31, 2018 9:56 AM
To: Council, City
Subject: Message from the City Council Home Page

Regarding the Rinconada Masters Swim Program, I hope that something can be worked out here. I don't know anything about the important aspects of running a swimming pool, but I can say that Carol has an amazing ability to dissect a swimmer's swim stroke and help them improve. I've had a great experience at Rinconada Masters and I am sure that everybody can come together around good safety standards and continuing the fine tradition at Rinconada.

Sincerely,

- Chris M. Balz, Palo Alto resident.

Carnahan, David

From: Neilson Buchanan <cnsbuchanan@yahoo.com>
Sent: Wednesday, October 24, 2018 2:16 PM
To: Council, City
Subject: News Impacting Quality of Life on the Peninsula



SAN FRANCISCO PENINSULA NEWS SUMMARY
News Impacting Quality of Your Life
October 24, 2018

[View as Webpage](#)

What describes how most councilpersons manage traffic in their towns?



Bold leadership can help us reach new heights

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Everyday life on the Peninsula

On Oct 22 the Palo Alto City Council held a study session focused only on traffic. Citizen response was robust and clear - The City must do more!

This issue is dedicated to local transportation solutions, i.e. solutions within the control of city councils. We will also focus on land use decisions which balance transportation with housing and jobs.

Viable solutions can evolve to reduce the traffic burden on residents and commuters only if councils set priorities and allocate resources.

resources.
Respectfully, Editors Neilson Buchanan and John Guislin

See John's Guest Editorial! [Palo Alto Weekly](#)

What is Council Leadership?

It is the foundation of a quality community. What happens when a city council openly steps up to address an overwhelming issue such as traffic? Or housing...or schools...or parks?

This issue starts a 6-month case study of Palo Alto's council leadership. Palo Alto's study session on Oct 22 may offer a 2019 learning opportunity to all city councils on the Peninsula. We hope so. Traffic and transportation need leadership by example.



Getting going---3 ways in Palo Alto

#1 Bias for action

Traffic congestion, safety issues, spillover cut-thru traffic, etc. are everyday realities in Palo Alto and many peninsula cities.

Each year Palo Alto conducts a scientific survey of residents' opinions. Traffic is consistently rated as major concern. Palo Alto is commuter town. Only God know what commuters must think!

One neighborhood assumed leadership and challenges the status quo. [Palo Alto Online](#)

#2 Mayoral mea culpa

On July 30 Mayor Liz Kniss stated during a Council meeting "*...I think you'll find that the traffic is not as overwhelming as you might think.*" This resulted in national news, regional TV coverage and startled citizens. She quickly apologized and her apology was accepted. Mayor Kniss, the Council and staff scheduled a special Town Hall Traffic

Study Session. [Seattle CBS](#)

#3 Neighborhood voices

Citizen leaders from multiple neighborhoods took proactive action. No pitchforks....no flaming torches. One neighborhood conducted a formal citizen survey with Survey Monkey. Another neighborhood convened face-to-face meeting and

followed up by email. Another individual deployed technology and surveyed traffic in front of his home. Other neighborhoods are looking at their hot-spots and will communicate to city staff. [Palo Alto Weekly](#)

Double Quick Action? Or double talk?

Will Palo Alto Council blaze a trail and respond to a heavily attended townhall meeting on traffic?

Residents sound off

For Palo Alto residents exasperated by worsening traffic congestion, the city offered some hopeful news: *Help is on the way....expect delays.* Many argued for moratorium on commercial development. Some came armed with surveys, data sets and anecdotes. One citizen installed a camera at his house for car counts and documented 33% increase from 2013 to 2018. Close to 100 residents participated and over 30 testified. Another resident made the case for halting commercial development until city solves traffic problems. He said the city of Palo Alto is transitioning into a corporate-office park. [Palo Alto Weekly](#)



Ed. Comment: Palo Alto has a snarl. Transportation Department is not staffed or funded to address its problems. The new comprehensive plan is not funded adequately. The City Council is in lame duck status until January and a new city manager has just begun to organize his senior staff.

When *might* the new city council set new, funded priorities? A good target date is the first council meeting in April. For the record, the Oct 22 audience was polled to see if the business community was in attendance. Less than a handful were interested enough to attend the town hall meeting.

Quick Links:

NBC Bay Area TV Taking Mayor to Task

[NBC Bay Area TV News](#)

ABC 7 TV Citizens create survey to spotlight traffic

[ABC7 TV News](#)

Boom and bloom of a lifetime



Scary: Economic known unknowns

Boomtown mentalities understandably drive most Peninsula City Councils. Profound economic success creates greater and greater imbalance with housing, traffic and incomes. Many leaders, not all, are dazzled by dollars just like King Midas. Google the timeless story of desire and atonement.

Most councils struggle with quality of life policies when development opportunities dominate Council and staff time.

If the economy sours, all blooms are off.

What's next for Palo Alto? Only time will tell! Necessary ingredients to manage traffic are not in place. City budgets are not aligned for transportation management. A new city manager has just been promoted. City transportation department is not fully staffed. On January 1 the City Council shrinks from nine to seven. Three new council persons will

soon be seated for 4-year terms..

There is a bigger question. Can city councils learn from each other?

Worst of the worst

Roads in the Bay Area were the worst in the nation and accounted for high costs to drivers. **Road congestion alone costs Peninsula residents \$1,475 a year.**

This does not include costs resulting from deteriorating road conditions or accidents.

The full report on 2016 road conditions can be found here.

[Almanac News](#)



Ed. Comment: The issue is not simply roads. The issue is massively imbalanced transportation, jobs and housing aggravated by every city council's land use decisions.

What's ahead?



Job surges + Atmospheric office markets = Gobs of traffic

Waves of jobs predicted

"Santa Clara County is the high-flying part of the Bay Area," said Robert Kleinhenz, an economist with Beacon Economics. "The South Bay has a remarkable job market."

One trend has clearly emerged this year: Santa Clara County's economy has galloped ahead of the nine-county region's two other major urban centers during the last 12 months.

[San Jose Mercury News](#)

Ed. Comment: **Job surge** is real and it makes instantaneous impact upon Peninsula traffic...and housing, schools, demand for services, water, utilities, etc.



Silicon Valley's tech boom has fueled an appetite for office buildings that is poised to propel the region to its best leasing market in years, new research reports indicate.

The demand for office space appears to exceed the supply of completed properties, according to separate reports from commercial realty firms Cushman & Wakefield and Colliers International.

[San Jose Mercury News](#)

Ed. Comment: **Office markets** are going through the roof. New leases *with higher density* create instantaneous traffic.

Over the top office growth



Everyone is on a dangerous ledge



Jobs zoom past housing supply

The Bay Area is a hot place to build cubicles, conference rooms and office suites. But don't look for as many hammers pounding out new homes, condos and apartments.

The region is expected to open 18.2 million square feet of office space in 2018 — tops in the nation and more than New York City and Dallas combined — while home, condo and apartment construction has grown only modestly. [San Jose Mercury News](#)

Ed. Comment: What are our government leaders and Tech Titans thinking? We see no plausible mid-term scenario for over-heated construction industry to match housing development with demand.

Furthermore, the basic laws of economics in a gold rush apply. Construction costs are zooming far ahead of the CPI. Therefore, housing is more and more unaffordable. We welcome expert opinion to the contrary.



November will bring fall colors and new features

We are gearing up our commentary post-election. Two newsletters a month will be leveraging your local newspapers' best articles.

We will step up humor in these challenging times. And we will prescribe a drop or two of satire.

**Aggravate the comfortable.
Comfort the aggravated.**

Success of SFPRA newsletter success depends upon its readers. Please feel free to forward the newsletter to your friends and neighbors. Ask them to subscribe at no cost by clicking the subscribe button above or by emailing cnsbuchanan@gmail.com.

Editors Neilson Buchanan and John Guislin are unpaid, private citizens on the SF Peninsula and have no ties to developers or government organizations.



[Our Web Site](#)

Neilson Buchanan | Downtown North, Palo Alto, CA 94301

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Carnahan, David

From: John Kelley <jkelley@399innovation.com>
Sent: Friday, October 26, 2018 11:08 AM
To: Council, City
Subject: NYTimes: Will One State Go It Alone to Make Polluters Pay?

Here's a story from The New York Times that I thought you'd find interesting:

Washington State voters will consider carbon fees aimed at curbing climate change. If they approve, the state will be the first in the nation to impose the fees.

[Read More...](#)

[Get The New York Times on your mobile device](#)

Best, John

(Mobile. Brief. Please excuse.)

Carnahan, David

From: Tim Owens <tvowens@outlook.com>
Sent: Thursday, October 25, 2018 11:18 AM
To: Council, City
Cc: Tim Owens
Subject: Palo Alto - City Council

Dear City Council,

60 percent of the homeless are "invisible": they live in cars, RVs, friends sofas, motels, and they dont have access to online job training.

This means they cannot learn how to create a resume, use email, job search online to keep from living on the streets.

I know this because I work with the invisible homeless.

I have created a solution.

Job training online; accessible from anywhere...for free.

I would like the City Council to approve 5 million dollars so the City and I can get these people the help they deserve.

Please see my website below and please contact me to discuss further. Thank you.

Tim Owens

- * C.E.O.
- * ---jobtraininginthecloud.com
- * (PHONE) 1-(310)-625-7711
- * (EMAIL) tvowens@outlook.com

Carnahan, David

From: Nat Fisher <sukiroo@hotmail.com>
Sent: Thursday, October 25, 2018 11:56 AM
To: Council, City
Subject: plastics: news clip

In environmental news, European lawmakers have voted to ban single-use plastics in an effort to reduce ocean pollution. The ban includes plastic cutlery, straws and disposable plates and would take effect starting in 2021. This is EU lawmaker Frédérique Ries.

Frédérique Ries: “What are the objects we have most often found on the beaches? That’s single-use plastic. And secondly, are there inexpensive alternatives that are accessible? If that’s the case, then we’ll change. It’s not complicated. It’s disfiguring our beaches. It’s killing our oceans. It’s killing animals. It ends up in fishes’ stomachs and kills them. And at the end of the day, it ends up inside our bodies. There’s an impact on human health. There are alternatives which exist, which are not expensive and are often European, so we just change things.”

The regulations still have to be approved by individual governments before becoming law.

Natalie Fisher
Palo Alto

Carnahan, David

From: Eggleston, Brad
Sent: Wednesday, October 31, 2018 9:28 AM
To: Council, City
Cc: Shikada, Ed; Keene, James; Keith, Claudia; De Geus, Robert; Flaherty, Michelle; Passmore, Walter
Subject: Post Office Dawn Redwood tree
Attachments: Water Promised for Old Tree.pdf

Dear Councilmembers,

The City Manager asked me to provide you an update on the distinctive Dawn Redwood tree at the Post Office. As mentioned at Monday's Council meeting, our Urban Forestry group recently began watering the tree with a watering truck as a temporary measure. The attached article about the Dawn Redwood was published in this morning's Daily Post. It includes some information about Dawn Redwood trees provided to the Daily Post by Urban Forester Walter Passmore, and also indicates that the Post Office will begin watering the tree and is interested in advice from Public Works and Canopy about the appropriate watering schedule. We will coordinate with Canopy in the coming days to reach out to the Post Office about the best care for the Dawn Redwood and other trees at the Post Office.

Respectfully,

Brad



Brad Eggleston | Interim Director of Public Works
250 Hamilton Avenue | Palo Alto, CA 94301
D: 650.329.2636 | E: Brad.Eggleston@cityofpaloalto.org

Water promised for old tree



TREE lovers sounded the alarm about this redwood outside the downtown Palo Alto Post Office at Waverley Street and Hamilton Avenue. Post photo.

City postmaster apologizes after concern raised

BY ALLISON LEVITSKY

Daily Post Staff Writer

Palo Alto tree advocates were alarmed that a once-rare redwood tree at the downtown post office wasn't being watered — but after learning of their concern, the city's postmaster has apologized and said his maintenance crews would start watering it again.

Dawn redwood trees were once thought to have been extinct for 20 million years. But in 1944, living specimens were discovered in Chi-

[See TREE, page 26]

na's Sichuan province. A Harvard expedition brought seeds back from China in 1948, and one was planted at Hamilton Avenue and Waverley Street on March 7, 1949.

"We're about to lose that tree for the simple reason that the landscape irrigation was turned off. A number of large trees on the post office property have already died," Susan Rosenberg, co-founder of the tree advocacy group Canopy, said at City Council on Monday night. "I think it would be a real shame if Palo Alto lost this tree because it didn't get enough water."

City water truck helps out

Urban forester Walter Passmore sent the city water truck to give the tree 200 gallons of water last week — 5 to 10 gallons per inch of the trunk's diameter, he said. Before that, volunteers from Canopy were watering it.

Passmore said that based on the way the tree looks, it was "evident" that the post office had either stopped or reduced watering on their property at 380 Hamilton Ave. sometime in the last year.

In August, officials from the city and the post office exchanged emails and phone messages about the problem, Passmore said.

"They were receptive to talking about it. I think they recognized that it is an important tree," Passmore said. "We haven't really had a lengthy conversation. We just told them that we were concerned about it."

Postal service spokesman Augustine Ruiz said yesterday that Palo Alto Postmaster Ramon Martinez wanted to apologize "to those who think he is not watering the tree."

Ruiz said that Martinez had told his maintenance

crews to start watering the tree until he installs a sprinkler system.

Despite the repeated contacts from the city, Ruiz said Martinez didn't know who to contact from Canopy or the Public Works Department about how often he should be watering the tree, and for how long.

"He would like to work with the local advocacy group to learn more from them on the proper maintenance of such a tree," Ruiz said in an email.

In 1999, the tree was measured at 48 feet tall and more than 2 feet in diameter. Its branches had a crown spread of nearly 40 feet that year.

Residents watered tree

Passmore said he appreciated how proactive local tree advocates had been after seeing that the tree was being neglected.

"The real exciting part is that we have a lot of people in Palo Alto that really care about trees, and they're willing to take some action to take care of them," Passmore said. "We have people who care enough to spend their time going out to take care of this tree at the post office, even though it's owned by the federal government."

Carnahan, David

From: Deborah Goldeen <palamino@pacbell.net>
Sent: Tuesday, October 30, 2018 10:19 AM
To: Council, City
Subject: Pria Graves

I live in Evergreen Park. Stanford has purchased two homes adjacent to mine. I agree that leaving them empty for long periods of time is deeply disturbing. The management company hired to oversee the houses has no motivation what so ever to be respectful and considerate and they are not.

I disagree that removing these houses from “the housing pool” and “taking them off the open market” is a bad thing. The people who can afford to buy these houses on the “open market” are in a class of wealth of people who generally believe the rules don’t apply to them and have no motivation what so ever to be involved in their communities. The “open market” is over rated. it has its place, but to quote Wendell Barry, “rats and cockroaches live by the laws of supply and demand.” I’ll take Stanford affiliates as neighbors, thank you very much!~

Deb Goldeen, 2130 Birch St., 94306, 321-7375

Carnahan, David

From: Hal Daseking <hal@daseking.com>
Sent: Sunday, October 28, 2018 8:19 PM
To: ParkRec Commission
Cc: Council, City
Subject: Proposed Changes to Rinconada Pool and the Master's Swim Program

To whom it may concern,

I am a Palo Alto resident and a Master Swim member for over 30 years. I want to encourage you not to approve the Team Sheeper, Inc. aquatics contract as proposed at the recent Parks and Recreation Commission meeting of October 23, *City of Palo Aquatics Contract Update*, until a mutually agreeable solution can be worked out over the continuation of the long standing Rinconada Masters Swim team.

I appears that the Recreation Community Services Department's eagerness to complete a contract has not allowed for a reasonable effort to find a mutually agreeable solution. Their major safety concern (number of lifeguards on duty) can be reasonably resolved.

Thanks for your help .

Hal Daseking

Carnahan, David

From: Greg Scharff <gregscharff@aol.com>
Sent: Tuesday, October 30, 2018 10:21 AM
To: Annika McClure
Cc: Council, City; Ashley Chesson
Subject: Re: Turkey Trot 2018 and Mayors Cup Challenge

I just thought I would remind everyone Palo Alto won the Mayors cup in 2013 and 2017. Go Team Palo Alto

Sent from my iPhone

On Oct 30, 2018, at 9:38 AM, Annika McClure <amclure@svlg.org> wrote:

Dear Mayor Kniss and Councilmembers:

Thank you for your time during last night's city council meeting. The Leadership Group would deeply appreciate your participation in the Mayor's Cup competition and hope that you will support our Mission-One-Million community effort.

The run will take place in Downtown San Jose starting on Santa Clara Street at First Street and finishing on Santa Clara Street at Delmas Street. Following the run, there will be a festival at the Guadalupe River Park!

If you would like to register for the Turkey Trot, [please do so here](#), and be sure to note in your registration that you'd like to participate in the Mayor's Cup competition. Please note this year, Mayor's Cup points will be awarded for both council participation and outreach to your constituents.

Best,

Annika McClure

--

Annika McClure
Public Policy Associate
Silicon Valley Leadership Group
408.200.2365

Carnahan, David

From: Wayne Martin <wmartin46@yahoo.com>
Sent: Monday, October 29, 2018 9:16 PM
To: Council, City
Subject: 2% Reduction

City Council

City of Palo Alto

Palo Alto, CA 94301

Re: Impact of a 2% Across-the-Board Cut of 2019 Proposed Budget

Council Members:

Listening to the discussion tonight where Council was discussing the proposed 2% across-the-board reduction—there seemed to be some confusion about what such a budget reduction might involve.

Using data from the 2019 proposed budget, which lays out the expenditures by department, a simple 2% reduction was applied—which can be found in the right-most column.

Please take the time to consider these numbers and not discuss this matter without the hard numbers which are so easily produced:

Unit	FY 2019 Proposed Budget	Percent Reduction	
		Percent- age of Budget	2%
Administrative Services	7,963	4.3%	\$159,260
City Attorney	3,263	1.8%	\$65,260
City Auditor	1,258	0.7%	\$25,160
City Clerk	1,282	0.7%	\$25,640
City Council	488	0.3%	\$9,760
City Manager	3,259	1.8%	\$65,180
City Manager's Office of Sustainability	417	0.2%	\$8,340

Community Services	28,915	15.8%	\$578,300
Development Services	12,561	6.9%	\$251,220
Fire	31,826	17.4%	\$636,520
Human Resources	3,634	2.0%	\$72,680
Library	9,664	5.3%	\$193,280
Non-Departmental Office of Emergency Services	7,825	4.3%	\$156,500
Planning and Community Environment	1,509	0.8%	\$30,180
Police	41,951	22.9%	\$839,020
Public Works	18,492	10.1%	\$369,840
Subtotal	183,098	100.0%	\$3,661,960
Transfer to Infrastructure	25,173		\$503,460
Operating Transfers-Out	5,725		\$114,500
Total	213,996		\$4,279,920

Wayne Martin

Palo Alto, CA

Carnahan, David

From: Stephanie Munoz <stephanie@dslextreme.com>
Sent: Sunday, October 28, 2018 4:39 AM
To: info
Cc: chuck jagoda; roberta ahlquist; Ruth Chippendale; supervisor.simitian@bos.sccgov.org; Court Skinner; Council, City
Subject: rent control

To Danny Glover : Thank you for sending me Bernie Sanders' remarks about California's Prop 10, repeal i of Costa- Hawkins. I heartily agree, but repeal is not a game changer; it merely frees the cities to impose rent control if they want to, and they mostly haven't wanted to. The principle of Capitalism is that money is the measure of all things. With money, you can build skyscrapers, factories, hospitals and nuclear submarines, and the present housing crisis is a reflection of that principle. In the late 50's, Terman, a distinguished Stanford professor, brought Palo Alto a development idea. Stanford could put its many acres of undeveloped land together with its resident genius scientists and engineers, to produce high tech products. Palo Alto then rezoned hundreds of acres from "housing" to "industrial". The wealth generated made the property more valuable; the new jobs drew in huge new demand, and you know about supply and demand. Property tax supports the schools, ergo, Palo Alto schools have many AP classes, but the schools where the workers live, in East Palo Alto, consider themselves blessed if most of the students graduate from high school. The very large number of workers living at a distance from the workplace, and obliged to commute by car, create monumental congestion and toxic air.

I believe the solution is to call on the parties whose well-being depends on the workers to require that large companies build housing for their workers on their own land, at the rate of one bedroom per worker; that would include teachers and municipal workers, and would simultaneously solve the problem of housing too expensive for teachers, which drives our school costs up but never high enough to pay for housing. The same principle applies to other civil service, but the teachers are most essential. All public buildings should have some housing in the air space above them.

The US government should offer housing to on surplus army bases to all veterans, paid for according to income, especially to those suffering from PTSD which makes them a danger to themselves and others,

so that they might be cared for, and monitored. It's a disgrace that we have homeless veterans, and the cost of housing them should be borne by the entire nation that has benefited from their services, in an orderly and dependable manner, rather than by a catch-as-catch-can effort by individuals and individual communities.

The flaws and the assets of the national pension system should be understood so as to provide housing for retired persons who have paid into and been vested in Social Security system. Since participation is involuntary, it behooves the nation to see that some level of housing, however modest, must be provided for retired persons, and in the industrialized part of the country near doctors and grocery stores, not in a tent in the national forest. However, these pensioners have two advantages over other prospective tenants: their monthly stipend is absolutely guaranteed by the full faith and credit of the US government, and they are no longer dependent on the automobile to get to a job. They would be well served by economy of scale, many minimal private units, like hotel bedroom and bath suites, clustered so as to share common spaces and amenities with others, like the swimming pool, large dining room, a workshop or computer room, spacious landscaped grounds, and a vehicle to take people to the doctor, library or public transportation. No matter how much the land

costs, there is some number of single householders or couples --maybe as much as hundreds, rather than dozens--who could afford the cost if it were shared., and this housing need not be publicly subsidized or even publicly built if the cities will permit it and the state will facilitate the formation of public banks where small savers can invest in it.

This type of housing has not been permitted by city zoning for two reasons: first, it serves the needs of people with little money, where cities would prefer to be inhabited by prosperous taxpayers and would like the appearance of the city to be prepossessing, and second because the neighbors do not want to have to compete for free parking on the public street. But the building inhabited by many rather than few is worth just as much and therefore pays as much in taxes, and can easily be just as attractive; moreover, if it were expensive looking, it would attract many widows and widowers who are occupying large houses and paying for space they no longer need, when renting out those homes to families with children would finance a more agreeable lifestyle. There are thousands of homeless on the waiting list for subsidized housing; at least one or two shared buildings could be limited to those without cars, or at least with cars housed elsewhere and off the street.

This type of co-housing can also be suitable for young workers who don't have families and don't have cars, and it is certainly possible to design modules so they can be adapted --put together-- for people who enlarge their families, but traditional homes, even very small ones, seem to be right for families. Hopefully, removing these groups whose lodging can be taken care of by other means will clear the way to use our public housing money to house all families in need of housing for their children.

Mobile homes and mobile home parks should be protected, and suitable streets--not residential streets--designated for RVs. Every city should have some areas where car campers can park, with a nearby bathroom; where parking structures are built, they should always have bathrooms and be available for car campers to rent space in them at night.

Cities, and condominium governing boards should not be allowed to put limits on whether homes may be rented out, and to how many people, and should not permit leases to be broken or rent decontrol with change of ownership.

Of course low income housing should not be torn down to clear the way for more expensive purposes but we must recognize that often it is government which forces it to be torn down, by demanding expensive upgrades that the owner can't avoid.,by giving permission for the land to be converted to some other use, by forcing the owner, through taxes, to give it up so it may fulfill its Capitalist destiny of returning the maximum amount of money to the system, as in urban renewal and the estate tax. Like Mr. Glover, my sisters and I were born in San Francisco and grew up there, and our family's property there had been used for rental, under rent control, for seventy years; without Prop 13 we would have been forced to sell. After Prop 13, the federal government took over and saw to the dispossession of us and our rent-controlled tenants by simple fiat: Congress passed a law that parents couldn't give property to their children above an amount which was not enough to save even one house.

All three homes had to be sold and the rent controlled tenants and my daughter, a schoolteacher, and her family, evicted. The low income tenants should have saved them

We should end homelessness by any means possible. Where religious and charitable groups are willing to help the homeless we should help them, not hinder them., and certainly not charge them a permit fee! For instance, where churches permit cars in their parking lot overnight, we should provide

the porta-potty. If the shelters are full, homeless should be accommodated on the floor of city hall or other public buildings during the hours of darkness. Overnight busses should carry emergency blankets and not make the homeless leave the bus periodically.

Stephanie Munoz, Housing Committee,

Women's International League for Peace and Freedom, Peninsula Branch.

Rapidly rising land value is the situation where rent control and prohibition of mass eviction is needed. Likewise mobile parks should have protected status, and cities should furnish some safe place, with a bathroom nearby, where cars can park overnight. All parking structures should have bathrooms, and be available to rent overnight.

Carnahan, David

From: Deborah Goldeen <palamino@pacbell.net>
Sent: Wednesday, October 24, 2018 11:24 PM
To: Council, City
Subject: Rinconada Masters

I swam with Rinconada Masters for four year, then moved to Mountain View Masters. That was twenty years ago. I left because of Carol MacPherson. So did a lot of other people, including long time assistant coach Cindy Baxter. She was inattentive and rude as a "coach" and only did the bare minimum to keep the club running. Before Team Sheepertook over, Carol used her privileged status and inside contacts to run her own, private swim school out of Rinconada using the site itself for prominent advertising for her program as well and comandeering prime times and pool space.

If Team Sheepert wants to nix their contract it's because of Carol MacPherson.

Deb Goldeen, 2130 Birch St., 94306, 321-7375

PS - If you want more swimmers at Rinconada, please get that damn boiler fixed! I can't swim there until they've fixed the cold showers. I understand the boiler is the responsibility of the city.

Carnahan, David

From: Jan Cole <jan_cole@sbcglobal.net>
Sent: Monday, October 29, 2018 11:06 AM
To: Council, City
Subject: Rinconada Pool

To whom it may concern:

As an 18 year resident of Palo Alto and a long term lap swimmer at Rinconada pool, I would like to express my concerns about the proposed changes in management of the pool. Although I have not been involved with the Master's program, my family has been involved with the pool in all other aspects- swim lessons, PASA swim team, lap swimming, as well as a daughter who taught swim lessons.

My concerns are as follows:

1. A total lack of transparency from the City rec. department employees who are working on the contract with team Sheeper
2. A total lack of communication with the swimming community regarding these potential changes
3. **Most importantly, a total lack of support of the Palo Alto residents' concerns who utilize the pool.**

The swimmers and residents were last included in a meeting in March in which our concerns were voiced. The city employees seem to have already made the determination that the pool will be outsourced. The majority, if not all of the swimmers at that meeting either do not want the pool outsourced, or if outsourced, in speaking for the lap swimmers, **we do not want our lap swim hours changed or the number of lanes that are available to the lap swimmers during those dedicated hours changed.**

The rate for seniors has already been increased by 66% and for the non seniors, close to a 50% increase.

Have there been any objective budget figures to show that taking these increases in to account, has it been at all financially beneficial to the city to outsource the pool?

There are of course many other issues to voice here and I think that some of the **limited number of swimmers that have been aware** of these meetings have been attending City Council and the Park and Rec. Commission meetings to express all those concerns, but the major concern here that the council members should be aware of is that the residents of Palo Alto who frequently utilize Rinconada Pool are not supportive of the changes that are being proposed by outsourcing the pool. Additionally, with so much discontent and many swimmers who are still uninformed of

the issues due to the lack of communication, it would be prudent to communicate with all swimmers, allow all swimmers a voice, table this decision until further input is given, and additionally, if there is a decision to outsource the pool, shorten any contract offered as a 5 year contract with so much discontent seems to be a poor management decision.

Thank you for taking the time to consider my concerns.

Jan Cole

Carnahan, David

From: David Levinson <David.Levinson@comcast.net>
Sent: Saturday, October 27, 2018 8:42 PM
To: Council, City
Subject: The Future of the Rinconada Masters Swim Club

October 27, 2018

My name is David Levinson. I have been a Palo Alto resident continuously since 1977, and a member of the Rinconada Masters Swim Club the entire time. I am greatly distraught at the prospect of our wonderful adult swimming program being eliminated at the whim of Tim Sheeper. The Rinconada Masters have been a central part of my life for the past 41 years and I am filled with despair that the Palo Alto City Council apparently is not able or willing to intervene to prevent Sheeper from abolishing us with a mere stroke of a pen.

To put this in perspective, let me give you a very brief background on Masters swimming. It has been known since the late 1950s that simply swimming nonstop laps is not an effective means of cardiovascular conditioning. Researchers discovered that one needs the intensity of structured interval training in the water to gain significant benefit. Once lap swimming had been replaced by intervals as the basis for competitive swimming training, records began to tumble at all levels. In the early 1970s, Masters swimming came into being nationwide for the purpose of providing adults with the opportunity to do real swimming training under the supervision of real swimming coaches. The Rinconada Masters Swim Club was one of the first of these Masters teams. Rinconada employs a unique combination of highly structured, but low pressure, swimming training that is different from most other Masters programs.

Under the tutelage of Rinconada coaches Cindy Baxter (retired) and Carol MacPherson, the latter having been my coach for 41 years, I went from being a mediocre college swimmer to an 8-time national champion during my years with Rinconada.

Now I am 68 years old, retired from competition, and suffer from several age-related ailments, among them atrial fibrillation and peripheral neuropathy. Thanks in large part to Rinconada's interval training program, I am now free of atrial fibrillation symptoms, and am retaining a large amount of strength in my legs despite the neuropathy.

I owe much to the Rinconada Masters, and I don't know what I would do if it were gone from my life after all of these years. I've done workouts at other Masters clubs when I've been on travel, and it's just not the same. I hope you can find it within you to use your good offices to save the Rinconada Masters, which means so much to me.

David A. Levinson

Carnahan, David

From: michal shalon <michalshalon@gmail.com>
Sent: Thursday, October 25, 2018 8:07 AM
To: Council, City
Subject: Traffic in Palo Alto
Attachments: IMG_1801.jpg; IMG_1802.jpg

Photos taken at about 5:30pm Tues Oct 23, looking both ways on corner of Hamilton and Center. Was walking dog and very glad I was not driving.

While this does not happen every evening, the unpredictability of it can cause a great deal of stress.

Michal Shalon
155 Island Dr, Palo Alto
Sent from iPhone, please excuse typos





Carnahan, David

From: John Bender <bender@stanford.edu>
Sent: Saturday, October 27, 2018 2:54 PM
To: Council, City
Subject: Traffic

Dear Council Members,

I couldn't come to the meeting on traffic, but I have two observations:

—there certainly is much more traffic on many artery streets than 12-15 years ago. Embarcadero & Middlefield I know best. Stop light at Oregon backs up on Middlefield many blocks north between 4-6:30 pm, often well-past Santa Rita.

—I don't see enough discussion of the impact of the housing rush you seem engaged in on local car trips. Commute trips seem to be the focus. But, I, for instance, make about three local round trips a day, often more, and my wife and I don't even have children or other family members in the house. I'd venture that the growth in traffic is significantly about local car trips.

Your truly,
John Bender
PA resident, and property owner since 1973

Carnahan, David

From: Jeff Hoel <jeff_hoel@yahoo.com>
Sent: Tuesday, October 30, 2018 2:39 PM
To: Council, City
Cc: Hoel, Jeff (external); UAC; CAC-TACC
Subject: TRANSCRIPT & COMMENTS -- 10-16-18 Finance Committee -- smart meter (AMI) item

Council members,

On 10-16-18, the Finance Committee considered an item about smart meters. Here's the agenda.

<https://www.cityofpaloalto.org/civicax/filebank/blobdload.aspx?t=71592.98&BlobID=67079>

And staff report (110 pages).

<https://www.cityofpaloalto.org/civicax/filebank/documents/67112>

And the video.

<http://midpenmedia.org/finance-committee-50-10162018/>

The Smart meter item is from 1:49:00 to 3:04:23.

Below the "#####" line is a transcript of the video. I have added my comments (paragraphs beginning with "###").

I'd also like to mention something that was not discussed at the meeting. Cybersecurity is an issue. The staff report assumes that the electric meters will have a remote-shutoff capability, but doesn't say how much that will save. This article warns of the risk.

10-27-18: "Hacking a Smart Meter and Killing the Grid"

<https://smartgridawareness.org/2018/10/27/killing-the-grid/>

Thanks.

Jeff

Jeff Hoel
731 Colorado Avenue
Palo Alto, CA 94303

#####

TRANSCRIPT:

1:49:00:

Chair Scharff: All right. Now we're on to the next one.

1:49:01:

Dean Batchelor: So, before I introduce this next topic, Judith Schwartz, our UAC vice chair, would like to speak to this item. So, probably after we make this presentation, first, I think. And then, is it OK if she comes to the table and speaks? Or do you want her at the podium?

1:49:20:

Chair Scharff: (unamplified) No, she -- no -- she can come speak when you're done.

1:49:22:

Dean Batchelor: OK. All right. Great. Thank you. OK. So, on to the next item -- is to look and have a discussion around our Utilities' smart grid assessment. So, Utilities staff, along with consultants, developed a strategic technology roadmap somewhere around five years ago, that we've been working on. And we identified some major critical technology investments, such as the replacement of the customer information -- the billing system. And then we also looked at what we're calling today is the development of this AMI project. And tonight we are bringing this forward to you, to have some discussion around the smart grid project portion of it. So, with that, we have a presentation that we would like to discuss. So, Shiva, is that you again? Or ...

1:50:22:

Jon Abendschein: Just a couple of the things that I'd say. One of the things that we mentioned at the last presentation, early on, was the increasing penetration of electric vehicles, solar, and storage in the community. And, you know, as levels of penetration of those resources increase, we're going to see both potential opportunities to use those resources to decrease costs, you know, through the use of AMI. Also, the -- And also the potential cost impacts, if we're not able to, you know, carefully manage the integration. And I think it's relevant to this discussion because, you know, as the commissioners know, AMI is more and more common in the utility industry, and it's a critical foundation to be able to take advantage of some of those benefits, and to avoid some of those cost impacts. So, what we're coming to you with tonight is the roadmap. It's only intended to be an early indicator that we're on the right track. Formal approval of budgets and contracts will come later, and -- as part of the annual budget process. Or once it's timely to do an RFP. So, with that, I'll turn it over to Shiva for the presentation.

1:51:48:

Shiva Swaminathan: Thanks, Jon. So, again, the commonality between this and the EIRP is, the driver for smart grid is also electric. The advent of PVs, EVs, storage systems, and flexible loads in the community. How do we take -- leverage those resources to reduce overall costs and prevent system degradation?

I won't transcribe the presentation slides. The presentation slides were not included in the "presentations" document for this meeting.

<https://cityofpaloalto.org/gov/agendas/finance/default.asp>

The presentation slides on the video have limited resolution and are hard to read.

1:52:13:

So, the driver for this -- So, the request today is to accept the staff findings, and -- as Jon mentioned -- and then set us on a path over the next five to six years, to plan for and implement this program, along with other utility technology programs. This was one of the key programs also identified in the Utilities Strategic Plan, when it was approved last year, and is a foundational technology, as Jon was mentioning.

1:52:45:

So, I'll briefly talk about smart grid -- what the history of AMI in California, and Palo Alto, in the past. We had a consultant engaged over a year, last year, to do a detailed assessment. And then we'll also, in addition to the quantitative benefits, also talk about qualitative benefits, which we're not able to quantify. And then, staffing, and next steps.

1:53:12:

So, smart grid is -- is a broader term. It's just not smart meters. But a smart meter is a foundational technology to enable smart grid. So, it is essentially communicating and control technologies to monitor utility networks. So, currently, for example, the electric network -- we don't have visibility into what is going on in our distribution system -- electric distribution system -- downstream. We know at our nine substations what's happening. But downstream, along the feeder, we have less visibility. This will assist with creating better visibility and improve reliability. It's enabling technology to do these broad six areas:

- * greater energy and water and efficiency,
- * enable faster detection and restoration of electric outages,
- * maintain service reliability. We have additional EVs and solar coming on the distribution system that can create issues for our distribution system. That will help -- This technology will help us maintain the distribution system reliability.
- * we can detect and fix water leaks, and
- * implement time-of-use [TOU] electric rates for customers, and
- * overall increase customer experience.

So, these are the kind of the broad things it will enable.

1:54:34:

So, what is smart grid? As illustrated here, to the left here, it is essentially meters, with radio capabilities, which will mesh with each other and talk to gateways, or other devices, which will talk through a public carrier, like AT&T or Verizon. And then, it will store the data in a meter data management system, which then can be used by different -- for the billing folks, the outage management, improve reliability, the GIS, and for engaging customers, to reduce -- and -- their consumption, and better utilize resources. So, that's broadly an AMI system is. So, to do that, we have to replace the entire electric meter. This electric meter typically costs about \$100 for a residential customer. And a little more expensive -- \$400 to \$500 -- for commercial customers. But on the gas meters, AMI means we just repla- -- there is a radio at the back, here, which -- the meter will not be replaced, just -- only a radio dial will be replaced in the -- your gas meter. And the water meter, also, there will be another radio installed on the water meter, to communicate the usage on an hourly basis.

Previously, staff has said water and gas meters might transmit only once or twice per day, to minimize the load on the meter's battery. So, apparently, each transmission might transmit multiple data points. Will the system have the flexibility to transmit as soon as it notices that an unusual amount of water or gas has been consumed?

So that's what the technology looks like.

1:55:56:

And this has been prevalent in California -- and, if you probably know, in -- since the late 2000s. Currently, about 80 percent of California customers -- except for the LADWP,

LADWP is the Los Angeles Department of Water & Power. LADWP has about 1.5 million electric customers.
https://www.ladwp.com/ladwp/faces/ladwp/aboutus/a-power/a-p-factandfigures?_adf.ctrl-state=up8vp0hl5_21&_afrLoop=210004881416431

Currently, it does not have smart meters, although a 52,000-customer pilot program is said to be in the works.
https://www.ladwp.com/ladwp/faces/ladwp/aboutus/a-power/a-p-smartgridla?_adf.ctrl-state=up8vp0hl5_21&_afrLoop=211338007708337

which is a large electric and water utility, all other invest- -- all other -- most other utilities have -- electric customers -- on AMI. And on natural gas, pretty much 99 percent of the gas users in California have AMI.

1:56:30:

Chair Scharff: So, isn't that misleading to say that though? Because -- I mean, how many non-investor-owned utilities have natural gas?

I think Chair Scharff's point is that in California, investor-owned utilities (IOUs) -- both electric and gas -- are required by law to have smart meters. So the fact that IOUs have smart meters doesn't prove they're cost-effective.
http://www.cpuc.ca.gov/uploadedfiles/cpuc_public_website/content/about_us/organization/divisions/office_of_governmental_affairs/smart%20grid%20annual%20report%202017.pdf

1:56:42:

Shiva Swaminathan: Three.

1:56:43:

Chair Scharff: In the entire state?

1:56:44:

Shiva Swaminathan: Correct.

1:56:44:

Chair Scharff: That's what I thought. So -- I mean, the investor-owned utilities have different incentives than everyone else.

1:56:51:

Shiva Swaminathan: Correct.

1:56:52:

Chair Scharff: So, you know -- And the reason I say it's misleading is that it implies that there's some value to that information. And it implies -- I mean, what you really should -- could say is -- you know, which you did, currently, all electric and gas IOUs have AMI.

An IOU is an investor-owned utility.

And there's only three other natural gas ones. And they're small. So, that's why you're going to have 99 -- you're GOING to have 99 percent of California -- all natural gas customers. Whether or not we, you know -- I assume. Right? Whether or not people do it or not. Because there are only three of us who are natural gas utilities.

I think Chair Scharff is saying that we already know that all investor-owned utilities in California have smart meters, because government demanded it, but that doesn't tell you how cost-effective it is. If we knew what fraction of publicly-owned utilities in California had smart meters, that might tell you more about how cost-effective smart meters are.

But not all publicly-owned utilities (POUs) are in the same situation. For Palo Alto, manual meter reading is less expensive per meter than for most POUs, because Palo Alto has electric, gas, and water utilities. Once the City pays for the meter reader to get to a premises, it can amortize that cost over three meter reads (usually).

As I understand it, the cost of electricity to Palo Alto's electric utility doesn't vary as much, at different times of day and different seasons, as it does in many other communities. So, if the City's time-of-use (TOU) rates must be based on its costs, then they will be less effective at changing behavior, and there will be less reason to have TOU rates at all.

1:57:23:

Shiva Swaminathan: Right. Right. Yup. That's a fair point. Long Beach, which is the -- One, Coalinga, is minuscule. The other one is Long Beach Water & Gas.

1:57:38:

Chair Scharff: And we're minuscule. I mean, we're -- what --

1:57:40:

Shiva Swaminathan: Yup.

1:57:40:

Chair Scharff: Right? Or not. We're not one percent of California customers [laughs].

1:57:44:

Shiva Swaminathan: Right. OK. So -- And that's in terms of the -- point well taken. The 50 percent -- so this is -- the top one is the point about investor-owned utilities. And publicly-owned utilities like Palo Alto electric, gas, and water. Again, just roughly about 50 percent of those in the POU community.

A POU is a publicly-owned utility.

And then, -- And so, back in 2012, Council requested us to take a look at it. And we came back to the Council saying that it was not prudent at that time. And so, the Council recommended deferring that investment at that time. For the -- allow the technology and applications to mature. And await improved economics. Since then, the costs haven't come down too much. It's about the same. But the applications and the impetus to have it in place -- that has increased considerably, as you saw in the EIRP presentation. So, again, going back -- So, in 2013, we implemented a pilot AMI program for 300 homes. And we learned quite a bit. There were quite a few water leak detections we were able to make. About 30 percent of the customers who were on that pilot over a 3-4 year period saw some leakage detection. We implemented time-of-use rates for electric vehicle customers. Had about 300 customers was on a wait list. When they heard about

this pilot, they wanted to sign on, but we said we were closed for that pilot. So, there has been some interest since. And we gained a lot of operational experience through that pilot program. So, staff is knowledgeable and able to implement it at full scale.

1:59:32:

We got some good press where this -- I won't play the video, but -- you know, this customer, a resident who was out of town, was able to detect their leaks while they were out of town, and they were able to estimate -- save about \$100 on their bill.

1:59:52:

So, that's, again, history. So, we had this consultant take a look at things -- who is also an implementation consultant. And they did the assessment which you have in the report in front of you. But I'm going to focus only on item number 1, 2, and 10. So, look at:

- * [1] the financial cost benefit assessment,
- * [2] some qualitative and strategic benefits, and also
- * [10] impact of AMI on customer utility bills -- what is that going to look like. We can get into the -- more details if needed.

2:00:20:

So, this is a table of potential capital costs. As you see, the top three items are -- include electric, gas, and water meter replacement. And it also includes a \$2 million installation cost embedded in them. And then this portion is more of integration costs with our billing system. And then, there is a lot of staffing engagement required. We're estimating it at \$1.5 [million] to \$2 million over a 2-3 year period. So, this, again, internal staffing costs. Estimated [total] cost of \$18 [million] to \$19 million.

2:00:58:

In terms of benefits -- ongoing operational benefits -- we estimated the annual cost of actually operating this new system - - we need additional staff with better -- new skills, to operate and maintain the system. That is an incremental cost of \$1.9 million [annually]. But there is an offsetting savings of about \$3.3 million [annually], primarily made up of two buckets:

- * 1 is staffing-related savings. The meter-reading staff roles will no longer be needed. That's about \$1.6 million per year. And then,
- * [2] conservation and efficiency-related savings -- about \$1.7 million [annually]. About half and half of the value. So the net benefit of about \$1.4 million [annually]. Which will go towards paying of the \$19 million capital expenditure.

2:01:53:

Chair Scharff: How are we going to do the capital expenditure? Are we going to bond for it? Are we going to just use it out of ...

2:01:57:

Shiva Swaminathan: Electric's -- We'll get into that.

2:01:59:

Chair Scharff: ... Special Projects ...

2:02:00:

Shiva Swaminathan: Special Projects Reserve.

2:02:00

Chair Scharff: Calaveras Fund.

2:02:01:

Shiva Swaminathan: OK. That's for the electric. And for gas and water, it could potentially -- a loan from that fund.

If the Electric Special Projects Fund is supposed to be used to benefit electric ratepayers, how does lending money to the water and gas utilities benefit electric ratepayers? See this 11-01-11 resolution.

<https://www.cityofpaloalto.org/civicax/filebank/documents/31858>

And the 11-01-11 staff report (49 pages).

<https://www.cityofpaloalto.org/civicax/filebank/documents/42839>

2:02:07:

Chair Scharff: OK.

2:02:07:

Shiva Swaminathan: Um. What we -- What we didn't quantify is a bunch of other items which we'll talk about in more detail. So, this is a look at an MPV basis -- what you have over an 18-year period, at a 3.5 percent discount rate. As you see, the total life cycle costs of the system is about break-even. So, what you have is a capital here. Capital cost of what we just estimated. And this is ongoing operational costs. Versus the savings.

Some people think that today's smart meters will become obsolete in far fewer than 18 years.

09-25-18: "Security Risks and Technology Obsolescence Reduce Smart Meter Expected Lifetimes"

<https://smartgridawareness.org/2018/09/25/technology-obsolescence-reduces-smart-meter-lifetimes/>

In fact, this source claims, "... the smart meters deployed in the last 1–3 years are already obsolete in terms of the data communications standards, hardware and cybersecurity capabilities that exist on these meters."

01-25-18: "IoT / IIoT Device Companies Are Making The 'Smart Meter Mistake.' "

<https://hackernoon.com/iot-iiot-device-companies-are-making-the-smart-meter-mistake-2ab1471ff078>

This 09-04-18 article by the American Public Power Association reports on the rejection of some smart meter proposals.

<https://www.publicpower.org/periodical/article/regulators-reject-smart-meter-proposal-kentucky>

Among the reasons were that the proposals didn't provide enough evidence that the meters would last 20 years, and the remaining useful life of the existing analog meters was not considered.

2:02:45:

And we then looked at what is the impact on customer bills. So, the cons- -- So, the ...

2:02:51:

Council Member Tanaka: (unamplified) Wait. Hold on a second. So, **, you're saying that ...

2:02:54:

**: Microphone, please, **.

City officials often forget to turn on the microphone before speaking (and to turn off the microphone after speaking). On 03-26-18, Council considered upgrading the audio/visual system, but there was essentially no discussion of the audio. For example, could the microphone's on-off switch control whether the microphone's audio was amplified and broadcast to the meeting room (to avoid feedback issues) but NOT control whether the audio was captured on the video recording? Anyhow, a low-tech alternative would be to assign a staff person to say "microphone, please" as appropriate. (In this transcript, there were 53 "unamplified" occurrences, not including the one in this sentence, but only three "microphone, please"s, not including the ones in this sentence..)

2:02:56:

Council Member Tanaka: You're saying that -- uh -- that -- uh -- that this is -- this isn't exactly the total cost -- that it's a break-even? Is that what you're saying?

2:03:09:

Shiva Swaminathan: No, look at -- The top one is capital expenditure.

2:03:11:

Council Member Tanaka: Yeah.

2:03:12:

Shiva Swaminathan: That's the ...

2:03:17:

Council Member Tanaka: So, -- OK. And are these savings like re-occurring?

2:03:22:

Shiva Swaminathan: Yes. To the right. The bottom, the right, is recurring.

2:03:28:

Council Member Tanaka: So the op-ex is \$27 million. And then we get a recurring \$43 million?

2:03:35:

Jon Abendschein: (unamplified) This is all on a present-value basis ...

2:03:37:

Council Member Tanaka: Oh, I see.

2:03:38:

Jon Abendschein: ... so that this is the present value of the ongoing costs as well as the first.

2:03:44:

Council Member Tanaka: Yeah. And why are the numbers so close to each other?

2:03:48:

Shiva Swaminathan: (unamplified) That's analysis ** -- No, just kidding. (amplified) We made some -- assess -- assess -- assessment. It came out to be this way. We -- But we can show you the variability, too.

2:03:59:

Council Member Tanaka: OK. **.

2:03:59:

Shiva Swaminathan: So, around this variabil- --

2:04:01:

Council Member Tanaka: ** analysis.

2:04:01:

Shiva Swaminathan: Ah. No, it's not ...

2:04:01:

Council Member Tanaka: Yeah.

2:04:01:

Shiva Swaminathan: So, we looked at the same NPV on a -- for different assumptions. It can vary anywhere from negative \$15 million to positive \$8 million.

2:04:13:

Jon Abendschein: (unamplified) ** ...

2:04:15:

Chair Scharff: Could you just say that again? Just repeat that.

2:04:18:

Shiva Swaminathan: So, the -- This is on NPV. It says it's zero. But that could vary, depending on the assumptions, from negative \$14 million to positive \$8 million.

2:04:31:

Chair Scharff: So, what would cause a negative \$14 million?

2:04:33:

Shiva Swaminathan: OK, we'll -- We can go through that. So ...

2:04:37:

Vice Mayor Filseth: (unamplified) Can I ask a question before we leave this slide?

2:04:38:

Shiva Swaminathan: Yes.

2:04:39:

Vice Mayor Filseth: It looks to me like you're counting on quite a bit of savings from conservation, as a result of doing this.

2:04:46:

Shiva Swaminathan: Correct.

2:04:47:

Vice Mayor Filseth: What's the driver for the conservation?

2:04:50:

Shiva Swaminathan: OK. We can talk about that. So, there is leaka- -- So, OK. This is a good slide to go with.

2:05:02:

Jon Abendschein: (unamplified) **

2:05:03:

Dean Batchelor: (unamplified) **

2:05:04:

Shiva Swaminathan: Sure. So, the top is about half a percent reduction. This is called conservation voltage reduction. So, we have the ability to manage our voltages more -- in a narrower band, ...

2:05:17:

Vice Mayor Filseth: OK.

2:05:17:

Shiva Swaminathan: ... and that has the ability to save customers about half a percent. And then, for electric -- gas -- so, on the electric, gas, and water -- For electric, there are customer programs which -- informational programs -- we could roll out, which can inform customers, which will help them -- more aware of their usage. For example, the OPower report, which we had, increased customer awareness, providing -- Many of you probably received an OPower report, where you compare your usage with other customers.

This is an odd example, in that it speaks to what the City can do if it DOESN'T have smart meters.

2:05:56:

Chair Scharff: That's the one that says ...

2:05:57:

Shiva Swaminathan: And we estimated ...

2:05:57:

Chair Scharff: ... you're better than 90 percent of your neighbors. Or you're the same. Or you're worse.

2:06:01:

Shiva Swaminathan: And we estimated that, for electric, that -- to have saved about 1.5 percent of load -- customer load. And for natural gas, 2 percent. So this is a verified number, through M&V. Ah ...

2:06:12:

Chair Scharff: **

2:06:13:

Shiva Swaminathan: Measurement & Verification process.

Apparently sometimes called Evaluation, Measurement & Verification (EM&V).

<https://www.cityofpaloalto.org/civicax/filebank/documents/45622>

https://www.energy.gov/sites/prod/files/2014/05/f16/what_is_emv.pdf

I don't think EM&V can verify an estimate before the measured data is available. Staff may be saying that in the case of the OPower reports, electric consumption dropped 1.5 percent and gas consumption dropped 2 percent (during the time that the City was sending out OPower reports?), but I don't know how staff can claim that the OPower reports were the cause of these decreases. Is staff saying that the actual decreases observed were accurately predicted by estimates made before the OPower program started?

How should EM&V score electric consumption increases that result from switching from gas to electric appliances, or from gasoline to electric cars?

2:06:13:

Dean Batchelor: **

2:06:17:

Commissioner Schwartz: (unamplified) Can I -- Can I get to be part of this conversation?

2:06:19:

**: (unamplified) Sure.

2:06:19:

Commissioner Schwartz: (unamplified) Because this is -- this is ...

2:06:22:

Chair Scharff: No, actually.

2:06:23:

Commissioner Schwartz: (unamplified) No? OK.

2:06:24:

Dean Batchelor: No. Not yet. OK.

2:06:29:

Shiva Swaminathan: Um. And so, that's on the -- through customer programs and greater awareness. And then, on the
...

2:06:36:

Vice Mayor Filseth: (unamplified) And those -- (amplified) those are contingent on having smart meters.

2:06:40:

Shiva Swaminathan: Correct. So, over and above our -- what we're able to -- So, currently, we estimate that through our existing programs, we can save about 0.7 percent per year. That's anywhere from large commercial customer building retrofits to -- all that which we achieve ...

2:06:57:

Vice Mayor Filseth: Right.

2:06:57:

Shiva Swaminathan: So, **

2:06:58:

Vice Mayor Filseth: After AMI?

2:06:59:

Shiva Swaminathan: After AMI, incremental. So, currently, our 10-year goal is about 5 percent. And we think incrementally -- And part of that 5 percent, we have included, for example, some of these potential goals. CVR is part of the potential for 5 years.

CVR is Conservation Voltage Reduction.

How confident is staff that CVR will result in 0.5 percent energy saving? For loads like clothes dryers and TVs, wouldn't the savings be more like zero?

How much data traffic does the kind of CVR staff proposes require? This paper describes a system -- closed loop voltage reduction (CLVR) -- deployed at Morristown (TN) Utility Systems which uses their "high-speed FiberNET." It checks line voltages "several times a second."

https://www.tantalus.com/news_releases/pdf/12.18.12-REV-Tantalus-MUS-CLVR-whitepaper-FINAL.pdf

So, in summary, it's our residential and commercial electric programs, greater awareness in using this technology, um, water leakage detection. We -- that's considerable. And we don't have a good feel on how much all the gas utilities are doing -- leakage detection for natural gas. But we have -- that's more of a safety-driven program. We have not been able to quantify what that is. But that will play -- come into play as well.

2:07:48:

Vice Chair Filseth: So, in -- conservation savings avoided costs, \$15.5 million.

2:07:55:

Shiva Swaminathan: Correct.

2:07:55:

Vice Chair Filseth: I heard water leakage in there.

2:07:59:

Shiva Swaminathan: Yes.

2:07:59:

Vice Chair Filseth: And I heard the marketing campaign to get people to use less energy ...

2:08:07:

Shiva Swaminathan: Correct.

2:08:08:

Vice Chair Filseth: ... that wouldn't -- wouldn't be -- wouldn't be feasible without AMI.

2:08:12:

Jon Abendschein: Well, I don't -- I think you're bringing up the OPower as an example of ...

2:08:18:

Vice Chair Filseth: Just asking about this chart here.

2:08:20:

Jon Abendschein: ... informational programs. It wouldn't just actually be rejuvenating the OPower program. That doesn't require smart grid. It's the -- right -- It's the -- It's the actual availability of peo -- of data to people. And the use of that, either through -- you know, either through campaigns, marketing -- either through them looking at it on our own -- on THEIR own -- or us calling attention to it, or a third-party provider that they have, calling their attention to it through their smart meter data.

How would the City know that a third party provider had the right to look at a particular customer's data?

You know, maybe through an app. I think we're raising OPower as an example of how information can be effective. Do you have the back-up slide that shows the -- the percentage savings that you were assuming?

2:09:16:

Shiva Swaminathan: (unamplified) So, this is, again, ...

2:09:17:

Jon Abendschein: I'm sorry. This is a -- you need to look -- something -- we can break this out a little bit -- but you need to look at that center square there, where you see the conservation for residential customers -- water, gas, and electric. We're assuming about two-point -- 1 to 2 percent. Which is in line -- it's a little bit higher than what we saw for the informational program we sent -- we had before. But we expect that with hourly data, you'll get a much more effective response.

The staff report (PDF page 4) says electric meters will record data every 15 minutes.

2:09:49:

Vice Mayor Filseth: So, if I understand what you just said, you're assuming that after AMI, residential customers will save 1 or 2 percent of their total -- total energy usage, because of access to better data.

How would the City know how much conservation was caused by giving their customers AMI information about their usage and how much was caused by simply raising rates? As a thought experiment, the City might try just raising rates, and put the money in another special fund, say, for undergrounding, or for a fourth transmission line. (I'm not saying, necessarily, that I believe that how much a customer should pay those projects should be determined by how much electricity the customer consumes.)

Is the City really interested in conserving electricity, per se, or only in minimizing its cost (by shifting when people use it)?

Years ago, Council Member Scharff asked whether, given that the City's electricity was carbon-neutral, that meant that conservation was not even necessary. I don't remember what he thought the answer should be. Some people think that whenever the City uses electricity generated by fossil fuels, buying offsets doesn't completely neutralize that.

2:10:06:

Shiva Swaminathan: (unamplified) Correct. Yes. So, a classic example (amplified) people talk about and I've experienced this -- I live in PG&E service territory -- is seeing how much phantom load you have at night. Middle of night.

2:10:16:

Vice Mayor Filseth: Um hum.

2:10:16:

Shiva Swaminathan: All the lights are off.

2:10:18:

Chair Scharff: (unamplified) So you start pulling things off ...

2:10:20:

Vice Mayor Filseth: OK. OK.

2:10:21:

Shiva Swaminathan: Looking at that type of stuff.

2:10:22:

Vice Mayor Filseth: OK. One or two percent doesn't seem dramatic. OK.

2:10:28:

Chair Scharff: So, I also wanted to ask a couple questions on this slide. So, when we do present-value costs and benefits, the \$43.82 million ..

2:10:36:

Shiva Swaminathan: Um hum.

2:10:36:

Chair Scharff: ... is what it's going to cost the utility.

2:10:41:

Shiva Swaminathan: Um. Yes.

2:10:44:

Chair Scharff: Right?

2:10:44:

Shiva Swaminathan: Yes.

2:10:44:

Chair Scharff: The \$43.83 million in savings has no relationship to what the utility saves. It's what customers -- It's your projection of what customers might save. So -- No? Am I wrong?

2:10:58:

Shiva Swaminathan: Yes.

2:11:00:

Chair Scharff: OK. I'm wrong. 'Cause -- I'm confused, on the conservation savings, how that saves the utility money.

2:11:05:

Shiva Swaminathan: Right.

2:11:06:

Chair Scharff: It doesn't.

2:11:07:

Shiva Swaminathan: It does. And that's why that's the key here. So, here you see at avoided costs. So, the conservation saving is -- every unit of energy or water a customer saves, we buy less units from outside.

2:11:23:

Vice Mayor Filseth: So that's -- So that's -- So that is commodity cost.

2:11:26:

Shiva Swaminathan: Correct.

2:11:26:

Vice Mayor Filseth: OK. From the 1 to 2 percent energy savings from customers.

2:11:29:

Shiva Swaminathan: Correct.

2:11:30:

Chair Scharff: OK. So, you can buy less. But I actually thought -- And, you know, correct me if I'm wrong. 'Cause this is complicated stuff. But I always thought, the more load we have, the more money your utility actually makes. That we have a number of fixed costs in running a utility ...

2:11:45:

Shiva Swaminathan: Correct.

2:11:45:

Chair Scharff: ... and so, therefore, by -- While conservation is a good thing -- and don't get me wrong -- and I would push for conservation -- we actually make less money as a utility. And that the commodity prices are not necessarily -- I mean, buying less does not mean we save money. It may actually mean that it would cost us money, because less fixed costs to spread -- to spread that sale over. In terms of what we sell -- There's a fixed cost component -
- Right. Right. So, I'm getting back to my question of -- This benefits -- So, this \$43.83 million benefits is all of the savings to the utility. Are you adding back in, then, the fact that we have to raise prices, or cover our fixed costs, that we weren't covering before?

2:12:35:

Vice Mayor Filseth: No. What happens ...

2:12:37:

Chair Scharff: OK.

2:12:37:

Vice Mayor Filseth: What happens is, when you reduce the amount of commodity that you consume as a homeowner -- right? -- then the fixed costs get amortized over a smaller piece of commodity. So, as an aggregate -- OK? -- As a total, everybody's bill still goes down. OK? But if somebody else saves more -- uses less commodity than you do -- If Greg cuts his use even further, your bill goes up. Right? But the total bill, integrated over everybody, still goes down. Because you're using less commodity and you've got the same fixed costs.

2:13:16:

Jon Abendschein: That's accurate.

2:13:17:

Chair Scharff: Is that accurate?

2:13:17:

**: (unamplified) **.

2:13:18:

Chair Scharff: So, you actually have the same fixed costs. OK.

2:13:20:

Jon Abendschein: Right. It -- it's -- yeah, it's one ...

2:13:23:

Vice Mayor Filseth: What happens is, the cost of the fixed costs gets distributed unevenly, depending on who saves more energy.

2:13:28:

Dean Batchelor: And that's the key -- is, so that it gets spread unevenly -- to the commodity.

2:13:32:

Jon Abendschein: And I think it's also important -- I mean, I understand Palo Alto is largely built out. But when you have even small amounts of growth, you end up being able to accommodate more customers with the same infrastructure.

2:13:48:

Vice Mayor Filseth: Right. So ...

2:13:48:

Jon Abendschein: And that means that everybody's bill goes down even further, because you don't have to invest in additional infrastructure to add on those additional customers.

2:13:55:

Vice Mayor Filseth: Right. The fixed cost gets amortized over ...

2:13:55:

Jon Abendschein: And that's what's really important around ...

2:13:58:

Chair Scharff: But that's what's really confusing ...

2:13:58:

Jon Abendschein: ... commodity fixed costs.

2:13:58:

Chair Scharff: ... **. So, the more customers we have -- right? -- the more energy usage we have -- Everyone's bill gets lower, because we're distributing the fixed costs ...

2:14:09:

Jon Abendschein: Except that, at a certain point, you have to build additional ...

2:14:11:

Chair Scharff: Right. Assuming you don't have to build additional ...

2:14:14:

Vice Mayor Filseth: The difference in his scenario -- the one he just described -- it's not that you have more commodity usage. It's you have more CUSTOMERS. Right? So, it's actually amortized over more CUSTOMERS, as opposed to commodity.

2:14:28:

Chair Scharff: So, I will take it. So, what you're telling me is, the UTILITY is saving the \$43.83 [million]. And this is apples to apples. And we're spending \$43.83 [million] too. OK. So, it's a break-even proposition.

2:14:41:

Shiva Swaminathan: Correct.

2:14:43:

Chair Scharff: Depending upon the sensitivity of the [\$]14 [million] minus to the [\$]8 [million] plus. OK. And your best estimate load is that it breaks even, on the different risk levels.

2:14:54:

Shiva Swaminathan: And it's -- And it's highly sensitive to three things. The operational costs and operational savings we're able to get, and the conservation. Capital cost is ...

2:15:05:

Vice Mayor Filseth: Sure. Whether it's 1 or 2 percent makes a big difference there.

2:15:08:

Shiva Swaminathan: Yup. Yup. Yup.

2:15:10:

Dean Batchelor: But I think, though, that the thing is that the key is around -- you know, it's the workforce piece -- that there's savings in that workforce, and how it gains efficiencies -- which is that largest piece right there.

2:15:24:

Vice Mayor Filseth: (unamplified) But his (amplified) his 1 or 2 percent average saving on your customer saves as much as all the workforce costs.

2:15:33:

Dean Batchelor: Yes.

2:15:34:

Vice Mayor Filseth: OK?

2:15:34:

Dean Batchelor: Yup.

2:15:35:

Vice Mayor Filseth: Pretty sensitive.

2:15:36:

**: Yup.

2:15:36:

Shiva Swaminathan: Very sensitive.

2:15:39:

Council Member Tanaka: (unamplified) So, I have a question **.

2:15:40:

Shiva Swaminathan: Um hum.

2:15:41:

Council Member Tanaka: So, -- So, on that big blue part, the meter reading.

2:15:46:

Shiva Swaminathan: Um hum.

2:15:46:

Council Member Tanaka: So, the City employees are now reading that?

2:15:49:

Shiva Swaminathan: Correct.

2:15:50:

Council Member Tanaka: OK. So, what happens to them? I mean, so -- I mean -- because it's really hard to get rid of any employees. Right? So, ...

2:15:56:

Shiva Swaminathan: Right. So -- A couple of things. So, we've been talking about this for the last five years. And so there has been uncertainty around that workforce. So, we've kept them up-to-date. And we're going to brief them again after today's meeting. So, it's an entry-level position. And so, many folks find other positions within the utility. It is an entry-level position.

2:16:18:

Council Member Tanaka: Uh huh.

2:16:18:

Shiva Swaminathan: So, ...

2:16:19:

Council Member Tanaka: I just want to make sure it's like real savings. Because if you can't fire anyone, then ...

2:16:25:

Shiva Swaminathan: Correct. But ...

2:16:25:

Council Member Tanaka: ... you're not going to save any money.

2:16:26:

Shiva Swaminathan: Yes, it is real savings.

2:16:28:

Dean Batchelor: So, in this case, is -- it's real savings. So, we've -- like Shiva just mentioned, is that we've had conversations with our meter-reading group as a whole. And if this moves forward, a portion of it is that those nine positions that are there now, for the meter readers, will go away. Physically go away.

Who reads the meters of the customers who opt not to have smart meters?

2:16:44:

Council Member Tanaka: And what happens to those employees?

2:16:45:

Dean Batchelor: As Shiva mentioned, is that they can be retrained. I mean, as probably all of you know, we have MANY opportunities in utilities. We have -- right now, we have TONS of openings. So, they can be retrained, repurposed. And so, they won't -- possibly -- lose their JOBS. But -- We'll capture the savings off that salary. But they'll move into open positions. And we'll train them.

2:17:07:

Council Member Tanaka: But are people really -- Because I think we're really going to get a -- There's an opening for the head of the utilities. Right? But could a meter reader really become the head of utilities? Probably not. So I'm just wondering how transferrable ...

2:17:16:

Dean Batchelor: No, I -- I think the thing is that, you know, we do have openings on the electric side. You know, we have openings in our electric meter shop, where there are apprenticeships -- positions, where somebody that can come -- that, right now, anybody can come off the street and become one of those folks.

2:17:31:

Council Member Tanaka: I just want to make sure that's true.

2:17:32:

Dean Batchelor: You know, that's -- that's definitely true.

2:17:33:

Council Member Tanaka: OK. OK. And then, the second thing is, for the -- for all the operational expense that is \$27 million, ...

2:17:43:

Dean Batchelor: Um hum.

2:17:43:

Council Member Tanaka: ... does that -- or, I guess, really, the staff -- why wouldn't it say staff on there ...

2:17:45:

Dean Batchelor: Correct.

2:17:46:

Council Member Tanaka: ... does that really have to be -- Is that City employees, or is this contractors?

2:17:50:

Shiva Swaminathan: So, the current thought is, on meter-reading side, we have ...

2:17:54:

Council Member Tanaka: No, no. I'm talking about ...

2:17:55:

Shiva Swaminathan: No, I'm trying to compare numbers. So, on the meter-reading side, about 7-8 staff reduction. And about 4 additional -- staff increase, on the right-hand side, what you said. Of which 4 are -- Four additional positions, of which one could potentially be outsourced with a central service provider. But we'll need a minimum of about three internal. So, current assumption is -- to the left side -- four additional positions, one of which could be a contracted position. For a central service provider -- to the right. We have about 6-7 meter-reading positions eliminated.

2:18:33:

Council Member Tanaka: OK. So, you know -- I'm just looking at the size of the bar. I mean, those three staff ones are bigger than the big blue one.

2:18:40:

Shiva Swaminathan: Yes.

2:18:40:

Council Member Tanaka: And so, it's like four really expensive people replacing nine cheap people. Is that what's happening?

2:18:46:

Shiva Swaminathan: That's part of it. But part -- the bottom of the bucket is -- these two are not people. Just these three are people.

2:18:52:

Council Member Tanaka: Oh, I know. I'm talking about that ...

2:18:53:

Shiva Swaminathan: Yeah. So the -- \$19 million versus \$16 million. Correct.

2:18:56:

Council Member Tanaka: Well, um, you would think that this would like eliminate the need for people. But ...

2:19:06:

Shiva Swaminathan: It does people, but not the cost. People's cost. Because it -- entry-level position versus more trained and skilled positions.

2:19:14:

Council Member Tanaka: And so, why did you need like -- I'm just trying to understand this, because right now, we don't have those people on that side, right? I mean, we just have people going out there reading the meter.

2:19:22:

Shiva Swaminathan: Um hum.

2:19:22:

Council Member Tanaka: Theoretically, this should all be automatic now, right? All the numbers should just go into the SAP, and generate the bills, right? So, why, suddenly, do we need to have \$19 million on the other side? Because we didn't have them before. So, like ...

2:19:36:

Shiva Swaminathan: Right. Yeah. Well, that's a good question. So, the four positions we think about are kind of in the following areas. One is, kind of -- there's a network. Which -- we have to maintain the health of the network. So, that position is called AMI administrator ...

2:19:50:

Council Member Tanaka: Oh, I see.

2:19:51:

Shiva Swaminathan: ... so, looking at the network. That is a position that we can potentially outsource. That function has to take place. But there are vendors who provide that. So, the cost-wise, we are talking to some ** which potentially could do that. So that's first. The other is, all this data which comes in, there's a data analyst position.

2:20:10:

Council Member Tanaka: Why do you need that? We don't have it now. We have all this data coming in, too. But ...

2:20:13:

Shiva Swaminathan: No, but not in the granular ** ...

2:20 15:

Council Member Tanaka: But what I was saying -- I was -- I mean, that's kind of like -- you know, that's -- Personally, I'd love to see this happen. But, I mean, right now, the economics are marginal, right? But because you want -- I mean, it looks like the extra data person is more of a nice-to-have. Because if we don't have -- We don't -- Just because -- We don't necessarily have to have -- I mean, why do we have to have this?

2:20:34:

Shiva Swaminathan: To get the value of customer engagement.

2:20:38:

Council Member Tanaka: Oh, I see. So, you couldn't do the other ones if you don't have this person.

2:20:40:

Shiva Swaminathan: Exactly.

2:20:40:

Council Member Tanaka: OK. OK.

2:20:41:

Shiva Swaminathan: Exactly right. And ...

2:20:41:

Jon Abendschein: (unamplified) All systems need tending. I mean, this is a whole extra system.

2:20:45:

Council Member Tanaka: And we can't outsource this? We can't outsource those four people. So, instead of having to have like expensive union City employees, we can't have like vendors taking care of this for us?

2:20:54:

Shiva Swaminathan: Certain functions, yes. But, as I said, one function we've identified as a potential ...

2:21:00:

Council Member Tanaka: And the other three, no way?

2:21:01:

Shiva Swaminathan: And other -- others are harder to do. We have to still maintain -- For example, that outage -- we still have to go and replace the radio. So, we -- still requires maintenance.

2:21:10:

Council Member Tanaka: OK. And the last question, which is, on the right-hand side, what if we do dynamic pricing? How does that change the -- dynamic pricing?

"Dynamic pricing" sometimes means that the price can change from moment to moment in response to the market.
https://en.wikipedia.org/wiki/Dynamic_pricing

I think Council Member Tanaka wants to ask about time-of-use pricing, where the rates are known well in advance of when the electricity is consumed, but could be different for different times of day, or different times of year.

2:21:18:

Shiva Swaminathan: How would that change?

2:21:19:

Council Member Tanaka: Yeah. How would that -- would that make the right side bigger. I mean, like, if we -- if we were to ...

2:21:25:

Shiva Swaminathan: ** right side bigger. Yes. And that's something that we have not quantified.

2:21:29:

Council Member Tanaka: OK.

2:21:30:

Shiva Swaminathan: And that's -- so, that's the time-of-use pricing?

2:21:33:

Council Member Tanaka: Yeah. Time-of-use pricing.

2:21:34:

Shiva Swaminathan: Correct. So, that's expected to save, for two reasons. One, it will reduce our costs, to extend customer changes behavior, ...

2:21:40:

Council Member Tanaka: Um hum.

2:21:40:

Shiva Swaminathan: ... and the other is, we can use the customer's electric vehicle and storage system to better maximize ...

2:21:46:

Council Member Tanaka: Yup.

2:21:

Shiva Swaminathan: Those two customer streams are harder to quantify. It is there. It is big.

2:21:52:

Council Member Tanaka: Well, I guess I'm just trying to see -- because I ...

2:21:54:

Shiva Swaminathan: Grow the pies.

2:21:55:

Council Member Tanaka: Well, how can I -- how to make this pencil out? Because right now, it's ...

2:21:59:

Shiva Swaminathan: Good question.

2:22:00:

Council Member Tanaka: ... it's marginal. Right?

2:22:02:

Shiva Swaminathan: Right now, it's -- So, we are going to go through slides which we have not quantified. And that's one of those. And perhaps comes in a short ...

2:22:08:

Vice Mayor Filseth: Can I ask a question on that, that sort of is -- that Greg has just brought up? Which is, if I charge my electric car in the middle of the afternoon, as opposed to at night, does it save the City money?

2:22:18:

Shiva Swaminathan: Yes.

2:22:19:

Council Member Tanaka: (unamplified) That's what I was trying to get to, right? ...

2:22:20:

Vice Mayor Filseth: OK. So, time-of-use helps. OK.

2:22:22:

Council Member Tanaka: (unamplified) So it should pencil out, right? ...

2:22:22:

Shiva Swaminathan: Yup. And that was not true five years ago.

2:22:25:

Vice Mayor Filseth: (unamplified) Sure. It's 'cause of the solar.

2:22:30:

Shiva Swaminathan: Yup. Exactly the point. So, that saving, of sending the price signal and the customer changing, is not here. And -- because that's not a conservation saving. That's a time-of-use pricing -- the ability to send that pricing signal.

2:22:42:

Chair Scharff: (unamplified) So, the ...

2:22:43:

Shiva Swaminathan: And that's huge.

2:22:44:

**: (unamplified) **

2:22:45:

[laughter]

2:22:46:

Shiva Swaminathan: Yup. Yup.

Chair Scharff: (unamplified) So, the other question is -- is that -- as we implement this, this shows other -- so, is this going to -- how's this going to impact rates? I mean, are we going to have to basically say, a lot of the savings come in the back end, so now we have to raise rates -- You know, if it's \$18 million, do we have to raise rates, you know, 15 percent?

2:23:09:

Shiva Swaminathan: OK. So, two things, in answer to that. If you're going to finance that over the 18-year term of the project, there is no front end. So, we have -- The Calaveras Fund can be used only for electric. So we can use that. And that would -- if we use it -- and then there would no -- not impact on rates on electric. On the gas one, it has to be an arms-length loan -- at -- and then that will be spread over 18 years.

2:23:34:

Chair Scharff: (unamplified) We don't need to loan it from the Calaveras Fund to the electric. We could just spend it. And then there's no effects on the electric.

2:23:40:

Shiva Swaminathan: Correct. Correct. But this assumes that that money is still real money, and -- So, this kind of ...

2:23:48:

Chair Scharff: (unamplified) **.

2:23:49:

Shiva Swaminathan: So, this assumes -- doesn't assume the fin- -- it just assumes both are financed over an 18 year period.

2:23:57:

Chair Scharff: (unamplified) So, the reality ...

2:23:57:

Jon Abendschein: ** financing, it will be better than what you're seeing there.

2:24:01:

Shiva Swaminathan: Correct.

2:24:02:

Chair Scharff: (unamplified) So, the reality, though, is that if we just spend the money out of the Calaveras Fund for the electric, the electric rates should actually go down, because ...

2:24:10:

Shiva Swaminathan: Correct.

2:24:10:

Chair Scharff: (unamplified) ... **. That's actually an important thing. So, the customer will see we got better service and rates went down.

2:24:16:

Shiva Swaminathan: Yup.

No. Bills might go down for the customers who conserve, but rates won't go down (as Shiva explains next).

2:24:21:

So, this is what shows. So, assuming that it's going to be financed -- not using reserves -- over 18-year term, what you see in green is the expected impact on customer BILLS, not rates. Bills. As -- Because consumption is going to go down, rates are likely to go up, because -- spread over a smaller unit of -- So, rates are likely to go up. But the consumption is down, so the bill impact is what you see in green. And then we ran ...

2:24:50:

Chair Scharff: (unamplified) So, when you do your billing -- doing your crazy -- the average customer bill in Palo Alto is \$49.

Just for electric?

Is that the -- Is that the ...

2:24:58:

Shiva Swaminathan: No. We looked at cash flows for the -- for the -- so, that is a residential customer -- this is not a cash flow for the utility. So, the same, utility-wide. And so, we ran two scenarios. What if -- Adverse outcome. Forty percent higher operating costs. For whatever reason. We have more staff having to do this. And then, ten percent on capital costs. The capital costs are known with relative certainty. And then the savings. Fifty percent lower operating savings. And 100 percent of the conservation is not there. The rate impact is in the 1 to 2 percent range. And then, on the other side, it's about half a percent. Negative half a percent. And if you include -- we had another chart with the Calaveras Reserve, it's even lower. If we use the Calaveras Reserve.

2:24:56:

Vice Mayor Filseth: (unamplified) So, if (amplified) I understand what you just said on the previous one, -- I mean, ...

2:26:01:

Shiva Swaminathan: Previous one?

2:26:02:

Vice Mayor Filseth: Yeah. Well, no, no, that one. That one.

2:26:03:

Shiva Swaminathan: OK.

2:26:03:

Vice Mayor Filseth. Yeah. So, your 50 percent lower operating costs is 100 percent of the conservation savings. That seems like a pretty worse case to me. OK? It means you're not going to save that much on the operating costs, and you get no savings at all on the conservation, which is, you know, a big chunk of -- ...

2:26:16:

Shiva Swaminathan: Yup.

2:26:16:

Vice Mayor Filseth: ... big chunk **. And even in that case, you're looking at a two percent increase in bills.

2:26:21:

Shiva Swaminathan: Yup.

2:26:22:

Vice Mayor Filseth: Not that much. OK.

2:26:25:

Chair Scharff: (unamplified) And if you don't finance out of the Calaveras for the electric utility, do you remember what it looks like? If you just pay ...

2:26:33:

**: Microphone, Greg.

2:26:33:

Chair Scharff: Sorry. If you just use the Fund?

2:26:35:

Shiva Swaminathan: Um. We looked at it last year. Initialed -- again, depending on how we spread the cash flow. So, if you say, over five years. So, it will be an increase in the initial term and then less pressure in the outer years. We haven't run that numbers in detail.

2:26:51:

Chair Scharff: Why -- why -- We have -- what -- \$40 million in the Calaveras Fund? Or ...

2:26:54:

Shiva Swaminathan: We have \$50 million ...

Would it be a good idea to report what's in the Electric Special Projects reserve in each Utilities Quarterly Update? The 3Q18 Utilities Quarterly Update mentions the Electric Special Projects reserve (as a source of borrowed funds), but doesn't say how much is in it.

<https://www.cityofpaloalto.org/civicax/filebank/documents/66196>

This 05-15-18 staff report (PDF page 52) says the Electric Special Projects reserve had \$51,837,855 at the start of FY 2018 but only \$45,837,855 at the start of FY 2019.
<https://www.cityofpaloalto.org/civicax/filebank/documents/64921>

2:26:55:

Chair Scharff: We have \$50 million? And this is cost [\$]18 [million]?

2:26:57:

Shiva Swaminathan: Correct.

2:26:58:

Chair Scharff: So, if you just spent \$18 million out of it, ...

2:27:02:

Shiva Swaminathan: Out of the Calaveras Reserve?

2:27:03:

Chair Scharff: Yeah. For the -- Just for the electric utility.

2:27:06:

Shiva Swaminathan: Right.

2:27:06:

Chair Scharff: Because you can't do it -- I mean ...

2:27:07:

Shiva Swaminathan: Right.

2:27:07:

Chair Scharff: And you're not borrowing the money. So there's no borrowing costs.

2:27:10:

Shiva Swaminathan: Right.

2:27:10:

Chair Scharff: You're just spending it.

2:27:12:

Shiva Swaminathan: Correct.

2:27:12:

Chair Scharff: So, is -- does that assume borrowing costs or not?

2:27:16:

Shiva Swaminathan: Yes. Oh. This assume borrowing costs.

2:27:17:

Chair Scharff: Even for the electric.

2:27:18:

Shiva Swaminathan: Yes.

2:27:18:

Chair Scharff: What I'm asking is, if you ran the electric fund with no borrowing costs.

2:27:22:

Shiva Swaminathan: Oh. Got it.

2:27:22:

Chair Scharff: Because I don't understand why we would pay the Calaveras Fund back. That makes no sense.

2:27:25:

Shiva Swaminathan: No. No.

2:27:25:

Chair Scharff: We just spend the money. So, there will be no borrowing costs for the electric.

2:27:29:

Shiva Swaminathan: Correct.

2:27:29:

Chair Scharff: There would be for water. And there would be for gas.

2:27:31:

Shiva Swaminathan: Correct.

2:27:31:

Chair Scharff: So, what does it look like ...

2:27:33:

Shiva Swaminathan: Correct.

2:27:33:

Chair Scharff: I'm trying to get a sense of what actually happens.

2:27:35:

Shiva Swaminathan: Ah. It's about a 1.5 percent decrease. Here, on the electric.

2:27:40:

Chair Scharff: A 1.5 percent increase.

2:27:41:

Vice Mayor Filseth: On the electric.

2:27:42:

Shiva Swaminathan: On the electric ...

2:27:42:

[multiple speakers]

2:27:43:

Dean Batchelor: (unamplified) On the Calaveras. That's correct.

2:27:47:

Chair Scharff: So, I'm confused. It can't be that way. 'Cause that would be higher than your worst case. If you borrowed.

2:27:54:

Shiva Swaminathan: I need to think. It's somewhere in the 1 percent range -- 1 to 1.5 percent range. We did do some numbers. I ...

2:28:01:

Chair Scharff: But how can that be? Because, right now, if you borrow the money, from what I understood, you're at a half percent on the good case, which is the green. Right? And on the bad case, you're at 1 percent.

2:28:10:

Shiva Swaminathan: I'm talking about this number only. So, this is break-even.

2:28:13:

Chair Scharff: All right. I thought it was -- Yeah. OK. So, that's break-even.

1:28:15:

Shiva Swaminathan: Right.

2:28:16:

Chair Scharff: So -- So, it's got -- So, it should be less.

2:28:19:

Shiva Swaminathan: Correct.

2:28:19:

Vice Mayor Filseth: Right.

2:28:20:

Shiva Swaminathan: Correct.

2:28:21:

Vice Mayor Filseth: (unamplified) So, when you said -- (amplified) When you say 1 percent, (unamplified again, because he steps away from the microphone to point to the screen) is that ...

2:28:26:

Shiva Swaminathan. Going down. Going down. Going down.

2:28:26:

[multiple speakers]

2:28:27:

Shiva Swaminathan: Yeah, yeah, yeah.

2:28:28:

Vice Mayor Filseth: When you say it goes down, does it go down that much (small gesture pointing to the screen) or that much (large gesture pointing to the screen)?

2:28:34:

Shiva Swaminathan: No. 1 percent down ...

2:28:36:

Jon Abendschein: The second one. **

[Hard to transcribe]

2:28:40:

Vice Mayor Filseth: ... as opposed to 1 percent of whatever that is.

2:28:41:

Shiva Swaminathan: Oh, no, no, no, no. Yeah, yeah, yeah.

2:28:42:

Chair Scharff: So, we can have -- People can see a 1 percent savings on their electric bill. Which is ...

2:28:49:

Vice Mayor Filseth: It wouldn't suck.

2:28:50:

Chair Scharff: No. That's what I mean. That's not bad at all.

2:28:54:

Council Member Kou: (unamplified) I'm sorry.

2:28:55:

Chair Scharff: Yes.

2:28:55:

Council Member Kou: Can you explain again to me that green dot? You said that the green dot is not the rate.

2:29:00:

Shiva Swaminathan: Correct.

2:29:00:

Council Member Kou: It's the ...

2:29:01:

Shiva Swaminathan: Bill.

2:29:03:

Council Member Kou: The bill.

2:29:03:

Shiva Swaminathan: Right. So, the bill ...

2:29:04:

Council Member Kou: So, the bill actually goes down.

2:29:07

Shiva Swaminathan: Correct. So, this assumes that the capital has to be repaid. The green assumes that the capital of electric has to be repaid over the life of the project -- the \$10 million. And -- But if you have to pay it off with your -- pay it off up-front, without having to repay, then the bill impact is -- it reduces your bill.

2:29:33:

Council Member Kou: And this is ...

2:29:34:

Shiva Swaminathan: I think I answered that question.

2:29:35:

Council Member Kou: Yeah. I kind of get it now. But this is on both commercial and residential, right?

2:29:40:

Shiva Swaminathan: Correct. Correct. OK?

Um. So, these were the benefits quantified, which we just talked about:

- * Meter-reading cost reduction.
- * Meter reader injuries. Quantified that.

This particular item wasn't specifically talked about.

- * Better customer service.
- * Energy / water conservation.
- * Reduce water leaks. And
- * Conservation voltage reduction.

2:30:06:

These are the benefits which were harder to quantify. We could have taken a stab at it, but we didn't want to. We wanted to just lay it out there.

* Improved customer experience. We have 300 customers on a wait list wanting this. And commercial customers wanting this information.

* Maintain reliability. So, it's both better restoration if there's outage. We can know ahead of time -- as soon as it happened, without a call coming through. We can detect it and respond to it sooner. And also, preventive maintenance. We have visibility into our distribution system. That's number two.

2:30:43:

Vice Mayor Filseth: (unamplified) How about visibility into EVs?

2:30:45:

Shiva Swaminathan: On the EVs. That's coming down.

2:30:48:

Vice Mayor Filseth: (unamplified) Gotcha.

2:30:49:

Shiva Swaminathan:

* Enhanced safety. So, water / gas leak detection. We have all the information if there is a continuous flow of gas. There are certain threshold industry uses to alert customers. That's safety.

* Time-of-use retail rates. That's what we talked about. The ability to shift. And, as a result, the utility also saves.

* Improved ...

2:31:12:

Vice Mayor Filseth: Hey, quick question on that. Sorry. Keep interrupting here. Time-of-use retail rates.

2:31:15:

Shiva Swaminathan: Um hum.

2:31:15:

Vice Mayor Filseth: How much different are they? Is it like 5 percent difference? Or 50 percent difference?

2:31:20:

Shiva Swaminathan: So ...

2:31:22:

Vice Mayor Filseth: Do you anticipate ...

2:31:22:

Shiva Swaminathan: So, the current time-of-use is about 20 percent reduction ...

2:31:27:

Vice Mayor Filseth: OK.

2:31:27:

Shiva Swaminathan: ... night versus daytime.

2:31:28:

Vice Mayor Filseth: OK. Yeah.

2:31:29:

Shiva Swaminathan: Um. But that was implemented as part of the pilot five years ago.

This City web page (last updated 11-25-13) gives the time-of-use (TOU) rates for the smart meter pilot.

<https://www.cityofpaloalto.org/news/displaynews.asp?NewsID=2466&TargetID=224,257>

It refers to this updated (01-01-15) E1-TOU rate schedule.

<https://www.cityofpaloalto.org/civicax/filebank/documents/32678>

Note that these rates charge MORE for electricity during the day than at night. I seem to recall that, years ago, staff was saying that TOU rates had to be based on the City's actual costs. Well, if electricity today costs more at night than during the day, and costs most between 5:00 pm and 10:00 pm (see 2:32:06), shouldn't the pilot's TOU rates reflect that?

If the City decides to change the pilot's TOU rates, I hope someone will pay attention to how that alters customer behavior. The pilot's customers will have some bad habits to break.

If electricity still costs the City more during the day than at night, but there's reason to believe that in the future it would cost more at night than during the day, could the City decide to charge TOU rates to pilot customers based on what it expects its costs to be in the future, to find out what customers would do in the future?

This 12-11-17 article say San Diego Gas & Electric has changed its TOU rates, so that the peak rate occurs later in the day, but electricity still costs less at night than during the day.

<https://www.greentechmedia.com/articles/read/california-time-of-use-commercial-customers-solar-pv#gs.UlqYg1g>

Now, you can see the energy prices -- the last year, on average -- during the solar hours, versus ...

2:31:42:

Vice Mayor Filseth: Right. Right.

2:31:42:

Shiva Swaminathan: ... the evening is -- the early evening is double that of solar hours. The market price.

For what fraction of the electricity consumed during the "early evening" is the City paying the "market price," rather than a price based on long-term contracts? (Or is that even a good question to ask, given that energy conserved will be at the marginal -- market -- price?)

This 07-25-18 article reports the California Independent System Operator average hourly day-ahead price for electricity -- a January-through-June average -- for 2015, 2016, and 2017.

<https://www.greentechmedia.com/articles/read/eia-charts-californias-real-and-growing-duck-curve#gs.ZtDDutQ>

2:31:49:

Vice Mayor Filseth: OK. How about the middle of the night?

2:31:51:

Shiva Swaminathan: Middle of the night, it's back down.

2:31:52:

Vice Mayor Filseth: OK. So, the difference between solar hours and middle of the night is 20 percent, or something like that?

2:31:58:

Council Member Tanaka: (unamplified) He said double.

2:32:00:

Vice Mayor Filseth: He said ...

2:32:00:

Shiva Swaminathan: It's about the same ...

2:32:03:

Vice Mayor Filseth: Oh. It's about the SAME.

2:32:04:

Shiva Swaminathan: Or slightly -- maybe 10 percent higher.

2:32:05:

Vice Mayor Filseth: OK.

Could Council ask staff to write a staff report documenting where electricity comes from (hydro, solar, wind, market), as a function of time of day, for summer and winter, and weekday versus weekend, and also what the City pays for it?

In principle, the cost to the provider of hydroelectric power should be independent of time of day. (Right?) Is that how our hydro contracts are priced? Are we choosing to take our hydro power in the "early evening"?

2:32:06:

Shiva Swaminathan: But the key is between ...

2:32:09:

Vice Mayor Filseth: OK.

2:32:09:

Shiva Swaminathan: ... five and ...

2:32:10:

Vice Mayor Filseth: OK. Right.

2:32:10:

Shiva Swaminathan: ... ten o'clock.

2:32:11:

Vice Mayor Filseth: OK.

2:32:11:

Shiva Swaminathan: It's double then -- that of solar hours. And that savings we can pass on. Can achieve it, and pass it on to customers.

2:32:20:

OK.

Shiva gets back to itemizing non-quantified benefits (started at 2:30:06).

* Reduced workman's compensation.

Is the workman's compensation for meter readers unusually high?

- * Cost sharing. So, the water district is actively -- wants custom- -- us to do this. Santa Clara Valley Water District is thinking of a program to incentivize custom- -- utilities to do this for their customers. And then,
- * Solar PV adoption.
- * And so on.

2:32:40:

Chair Sharff: Any -- Are they going to pay for any of this -- Santa Clara Valley Water District?

2:32:42:

Shiva Swaminathan: Potentially, yes. They are going to pay for something. We don't exactly know what. But they want their customers to do this.

2:32:51:

Um. So, sources of funding. So, our recommended one is number two and three.

- * Electric Special Project Reserve [ESP].

A.k.a. Calaveras Fund.

And then,

- * a loan from the Electric Special Project Reserve to the gas and water fund, over an 18-year term, at an arms-length interest rate.

And then, that will be recovered through retail rates.

2:33:17:

We also are cognizant that there are a number of other technology projects going on. Jonathan Reichental's group.

- * SAP -- a financial system.

- * ERP -- our customer billing system.

are in the process of being upgraded. And this is related to the

- * CIS system. To actually get the time-of-use rates going, it has to tie to the customer information system. So, it is sequenced. So even if Council just approve it today, conceptually, the actual implementation is not likely to happen -- COMPLETION is not going to happen for five years from now. So, we just need to be cognizant of that.

Generally, how flexible will this software be? After it's written, what if someone thinks of a new application that wants the functionality to be a bit different?

2:33:54:

And there is -- it's a big staffing commitment. CIS requires implement over 2-3 years. We need temporary staff, back-fills, consultants, and so on. It's a large effort, and it has to be sequenced and planned, to make sure that we are successful.

2:34:10:

So, in terms of next steps, after the Finance Committee consideration, if the recommendation is to go forward, we go to the Council in December. And then we'll wait 'til the CIS and ERP timelines are finalized in the summer. That's coordination with Jonathan Reichental on the -- on that system. Based on that outcome. We'll come back to the Finan- -- UAC and Finance in the fall of 2019, of a detailed implementation plan. And full deployment, if everything goes well, is in the 2022-2023 timeline. Five years away. But it's a long-lead project. So, the request today is to recommend Council to accept the plan.

2:35:00:

Chair Scharff: And, Commissioner Schwartz, would you like to come and speak to us about what the UAC's take on this was?

2:35:12:

Commissioner Schwartz: I had hoped for a more collegial exchange, rather than just sort of a short little presentation. Because -- two things. One, because the UAC has spent a lot of time talking about this. And it's not something that can just be shared in a couple of minutes. And the other thing is that this is the area that I work in for my day job.

Why isn't it a conflict of interest -- or at least the appearance of a conflict of interest? Recall that Commissioners Amari and Hall recused themselves on water-related items, because their day jobs were working for other water utilities.

And I'm one of the nationally-recognized experts on customer engagement and help and adoption of smart grid. And how people -- So, I know an awful lot about best practices, and where are things that we can either do this as a giant mess, or we can have people be really happy. And I think that unless we have an open opportunity to really talk to the City Council about what works and what doesn't work, you can very easily give direction to staff, or to do things that are -- could be really problematic. And so, what is the right process for this? I don't know. We'll have to come back to that ...

2:36:12:

Chair Scharff: So, the appropriate process ...

2:36:13:

Commissioner Schwartz: Pardon?

2:36:14:

Chair Scharff: The appropriate process for this is for you to tell us what the UAC thought. And if you wish to speak as an individual, on your own PRIVATE view of things, then you'd be happy to have three minutes. But you're actually here as the UAC ...

2:36:27:

Commissioner Schwartz: I understand that. But we've been talking about this at the UAC.

2:36:30:

Chair Scharff: So, a summary of what the UAC ...

2:36:33:

Commissioner Schwartz: Well, ...

2:36:33:

Chair Scharff: ... has to say on this. I mean, that's the purpose ...

2:36:36:

Commissioner Schwartz: OK, ...

2:36:36:

Chair Scharff: ... of coming tonight is to hear the UAC representative ...

2:36:40:

Commissioner Schwartz: Right.

2:36:40:

Chair Scharff: ... of the UAC. What was their thoughts, recommendations?

2:36:43:

Commissioner Schwartz: So, what we have been talking about is, one of the benefits of doing AMI and other smart grid kinds of activities are the variability that you're allowed to give to different people in the community. So, what is the trigger for someone to change their behavior, because they're going to either -- you have an incentive as a utility to want to have more usage at a certain time of day, versus less usage at a different time of day. So, one of the issues that got brought up is, some people are going to be motivated by -- is it the right thing to do for carbon? So, when you plug in your electric vehicle at noon, you're using up solar electrons. And so, they may be motivated to do it then, whether the price is more or less. That's a different thing. Other people are completely motivated by price. And so, you want to give them a price trigger, to get them to do what you want. OK? And I think that what we're not -- what didn't come up today in the conversation is that these -- these -- taking advantage of what people have cared about, and what has proven in jurisdiction after jurisdiction. 'Cause we are late to the party on that. And this is one of the things that I think the UAC has come to realize, is that Palo Alto is not on the leading edge of this. We are a late adopter. OK? And so, there are a lot of lessons that we can take from other communities. OK?

2:38:19:

So, one of the things that has come up is the idea of proactive maintenance. So, one of the things that utilities have found they learned, from the data that they get, and being able to analyze all the usages available -- that they understand that if they fix a transformer, oh, it looks like it's about to fail over there, they can get it out, and they can get it fixed, so that people don't go down, and don't have a loss of service. So, one of the reasons why you have happier customers is because you have better outage detection, you can communicate effectively with people when it's going to be back up. Right now, our system is very antiquated. And we can't do a good job at all. You can look at things on a house-by-house basis. So you can understand exactly, and pinpoint where the outages are. So the crews can go more specifically to where they need to be. So, one of the cost savings that happens operationally is because you are -- you are going to precisely the right point. And, again, sometimes you can even catch it before. And, again, we have a lot of lessons learned, throughout the state, because -- you know, we're one of the last few utilities to do this. It's like having -- wanting to have Internet and not wanting to put a router in.

I don't get this analogy. In an Ethernet network, a router is a thing that figures out where switches should forward the packets they receive, based on the packets' IP addresses. The functionality of a router has to exist somewhere in the network, but it doesn't have to exist in the equipment at every home that wants to have Internet service. Perhaps Commissioner Schwartz is talking about the thing in a home that uses Wi-Fi to connect the home's wired network port to one or more portable computers in the home. If so, I don't think that thing is "foundational." There's no reason a portable computer can't use a wire to connect to the wired network.

You know. We're -- You -- When you have -- this is technology, that, as Shiva talked about, it's now really foundational technology.

2:39:34:

Another thing we talked about at the UAC is the concept of rate design, and rates as incentives. So, right now, it doesn't matter, in Palo Alto, when you use your electricity. It's the same thing -- OK, there's some minor tiers. But one of the things you can do with rate design is, you can help push the system to be what you want it to be. OK? And so, we can't -- So, right now, everybody has to be on the same rate.

Businesses and residences aren't on the same rate.

Another thing that we've talked about has to do with the idea of conservation. So the average -- Right now, everybody who conserves has to do it completely voluntarily. They have no information. They have no feedback. They have no idea whether they've done a good job 'til the end of the month.

The monthly bill IS feedback.

There's nothing that's anything close to current or real time. So, one of the things that has come up in a lot of places is, they've done something like prepay, which is really good for places that have a lot of students and people who are in rental housing. That if they know that they've put money into an account, and they're -- it's basically, they're working off their own money, then you get -- you get conservation rates that are in the 14 to 17 percent area.

I don't understand. Why isn't it the customer's own money whether it's prepaid or billed?

So you can really do things that are a lot more nuanced. OK? Because you can give people choices of the kinds of programs that are of greatest interest to them. And so that's been one of the points that the UAC has been discussing over the last year, not just in one session.

2:41:23:

But we've been -- we've been talking a lot about the idea of coincident versus non-coincident demand. So, when the generation hits and when you're using it -- OK -- is not necessarily the same thing. So, you guys talked about storage earlier. You know, the way storage works, the scale that you do storage with, the way you give people incentives. Are you asking people to invest in their own business, to -- to do storage, versus you do something on a utility scale? So, these are complicated issues that take more than just a couple of seconds to discuss.

2:42:04:

Another thing that we've talked about is the idea of estimates -- estimating your bill versus really more accurately knowing. So, one of the things that AMI has done a lot of is that, instead of just guessing how much somebody used, you actually know. And so, they found out that in a lot of -- particularly -- places with older meters, you have meters that were running slow. OK? And, all of a sudden, you have -- more accurate, and you found somebody's been using more electricity than you thought they were. Now, what do you do with that?

How do you know which meter is more accurate?

Do you just give somebody a higher bill? OR, do you do something like San Diego Gas & Electric did, where you -- you write a report, find out who's way out of whack, you proactively go talk to them, and you -- And you say, you know, we have not been charging you for all the electricity that you have been using, and -- because you had a slow meter. But now it's going to be accurate. So, somebody's bill might go up. But if you handle this in the right way, they're not going to be mad, because you're not going to back-charge them for all the stuff they didn't pay for.

2:43:07:

So, that's just one example of something that we've discussed. Another thing has to do with opting out. OK? So, that has come up several times. And one of the best practices is that -- starting the project right at the beginning. Know that you're going to have an opt-out policy, that if somebody doesn't want a smart meter, it's OK. Just tell them what it's going to cost to still have a meter reader come and check their place. OK?

I agree that the City should have an opt-out policy. I don't agree that there should be just one opt-out option.

In this TEDx talk, Jeromy Johnson describes (at 3:00) how he found out that smart meters can cause health effects.
<https://www.emfanalysis.com/tedx-wireless-wake-up-call/>

He speculates (at 12:48) that if smart meters were connected via fiber, or were designed to transmit just once or twice per day, they'd be safe.

That is another example of something we've discussed, that is a practice that they've dealt with in other jurisdictions, that if we have an open dialogue about how this stuff works, then we'll have a positive experience for the community. OK?

2:43:59:

And -- I'm just trying to think if there's something -- You know, there's -- There's just a lot of material that's out there, that's already been developed that we can learn from. And I just think that it will be really useful for us to know what is the way that we, as the UAC, need to share the information with you, to be able to do it? Do we have to write a colleagues' memo? So that we can get at more of the detail of this?

Recall that Commissioner Schwartz hijacked the Commissioner Comments portion of the 11-04-15 UAC meeting to deliver a 20-minute tirade in opposition to municipal FTTP. It was allegedly based on a draft a colleagues memo, but no actual colleagues memo ever materialized. Chair Foster said he received guidance from the "City Council's office and Ms. Mullan" (from the City Attorney's office) before allowing this hijacking. UAC Liaison Scharff was absent. (See a transcript and my comments here, pages 24-35.)

<https://www.cityofpaloalto.org/civicax/filebank/documents/49931>

As far as I know, Council never censured anyone for it. But it should be obvious that, in a meeting of a deliberative body like UAC, it should not be OK to just give a commissioner 20 minutes to advocate a point of view on a topic that hasn't been agendaized and then forbid the other commissioners to weigh in.

We had hoped that there would be more of an opportunity to discuss things at the joint meeting that we had earlier year. But it really -- we really didn't cover -- you know, didn't have time to cover that much.

I think the joint meeting between Council and UAC should be an opportunity to discuss things like whether the UAC has the resources to do its job. For example, UAC used to have verbatim minutes, but now they have sense minutes written by staff. So UAC's advice is filtered through staff. UAC doesn't get to decide what the agenda items of its meetings are, or whether they're "action" items.

So, these are complicated issues. And so, you know, I think you need to tell us what you're willing to do, to be able to be educated on these things. Because we don't have the statutory authority. You do. And so, we can do -- have all the discussions in the world, and have a great conversation, and know what the issues are. And if it doesn't get passed over to you in some meaningful way, then you can make a decision that can just shoot staff in the foot, and -- or shoot the community in the foot. So, you know, I think that's the question that I'd like to ask you -- is, what's the way that we can have the exchange, so we can get at some of these subtleties?

2:49:29:

Chair Scharff: (unamplified) Well, I think that the typical way is that staff listens to what the UAC says (amplified) and then goes ahead and puts those -- and distills it, and puts it in a staff report, and says, "The UAC thought this."

It would be folly to rely only on these distillations.

That's typically the staff reports I get. Or, the UAC voted to do this, but staff doesn't recommend it. Or, the UAC made a motion to do this, but staff fully supports that. So, normally, what happens is, your conduit is through staff.

That's a bad idea. Part of UAC's job is to watch what staff is doing and to let Council know when what staff is doing is a problem. It makes no sense to give staff the power to censor UAC's observations.

And, frankly, to be able to come here and give us your take on it, as the UAC.

In my opinion, Commissioner Schwartz has been presenting Commissioner Schwartz's take on it.

That is typically the way it works. And what I'm hearing you say is, you believe this to be different than all other UAC issues that you deal with.

2:46:11:

Commissioner Schwartz: I think the -- the -- Based on what I have seen in other places in the country, I think if -- that it is not a five-minute conversation. OK? And that this is a -- It's complicated, with a lot of interdependencies. Because it is where everything that the staff does in the background meets the public.

2:46:40:

Chair Scharff: So, ** ...

2:46:40:

Commissioner Schwartz: OK? It's the interface point.

2:46:42:

Chair Scharff: So, today, we're being asked to recommend that Council accept the smart grid assessment and technology implementation plan.

2:46:48:

Commissioner Schwartz: Right. And I would encourage you to do that.

2:46:50:

Chair Scharff: So, I think that would be the first question I would ask the UAC. Did the UAC recommend that we accept the smart grid assessment and technology plan?

2:46:59:

Commissioner Schwartz: Yes.

2:47:00:

Chair Scharff: OK. Was there anything in the staff report that the UAC thought should be different? Was there any motions that said, you know, we don't like THIS part of it? I mean, that's really what we look to the UAC to do. We look to the UAC to read the stuff -- go through it -- it's fairly long, the stuff you get -- and say, yes, we've discussed all of this. We support this. But we don't support X. Or we think that Y should be added. That's really what we look for.

UAC is severely out of practice in the area of expressing itself with motions. Is Chair Scharff saying that whenever UAC considers an item that is not an action item, Council is going to ignore the result?

UAC's current rules of order don't permit amendments, just motions and substitute motions (nested to any level). I think it's not a best practice.

We look for a crisp and clear -- what staff is recommending. 'Cause, for the most part, we rely on staff. And it's this discussion that the UAC has with staff. The UAC can make separate recommendations to Council -- which staff should pass on, frankly.

Whatever staff chooses to pass on can be distorted.

And then they come to us. It's not a discussion at Finance, or at Council, with the UAC. That's not the way it works. ** ...

2:47:53:

Commissioner Schwartz: OK. Well, when they give -- OK. So, they're pushing a lot of information at you. So, obviously, things are put in bullet points in a short phrase. OK?

2:48:03:

Chair Scharff: And that's why it's important to have someone from the UAC come and say -- well, it's in a bullet point phrase, but when we discussed it at the UAC, there's this nuance that I think -- or that ** ...

2:48:13:

Commissioner Schwartz: Well, that's what I was hoping to do when I wanted to speak up earlier -- was, I wanted to say, OK, in the context of this bullet point, here's what the conversation was. And to have to keep it 'til the end is a little trickier.

2:48:24:

Chair Scharff: Actually, that's not the role of the UAC. The UAC does NOT sit there and comment on the staff report as we go through the staff report. That's ...

2:48:30:

Commissioner Schwartz: Well, I'm talking about when you were having a con- -- So, I've been to other Finance Committee meetings before, where we had a chance to have a conversation. So -- They weren't necessarily ones that you were chairing.

2:48:44:

Chair Scharff: OK, ...

2:48:44:

Commissioner Schwartz: So, in other circumstances -- um -- I sat at the table with everybody, and we had a conversation about it. And so that's why I came tonight, thinking that that's what was going to happen. And if I knew I was going to do something else, I would have prepared something differently.

2:48:59:

Chair Scharff: OK.

2:48:59:

Commissioner Schwartz: Um. But -- ah -- you know, I think there are expansions. And, here, again, you know, I think we can't ask this staff -- who has not been through an AMI installation before -- to be able to have at their fingertips every single thing that has come up at -- in every jurisdiction. I mean, I think that's not a realistic -- You know, I -- I'm certainly going to do everything I can to be supportive, and to do what I can to help them do it as well as possible. But, you know, I -- it's not -- it's not -- it's not reasonable to think that they can have every single thing in their head for something they have yet to experience. And, you know, I just don't know how to get around that, in terms of -- But yet -- and when they give you a summary, it's reasonable to me that they're going to give you a summary with bullet points. That can't have all the depth that you might need to know. Because it would be, then, such a huge document, you probably wouldn't read it.

2:50:11:

Chair Scharff: Fair enough. All right. Thank you very much.

2:50:15:

Council Member Tanaka: (unamplified) Can I ask a question?

2:50:15:

Chair Scharff: Sure.

2:50:16:

Council Member Tanaka: OK. Well, first of all, thank you to UAC. And thank you for coming out here to speak with us. So, actually, I had -- my questions for you are around -- they -- staff's talked about how the data analysis cannot be outsourced. And I guess, given your experience, what have you seen in other municipalities, in terms of -- does - - Because the project would actually look pretty good if we didn't have to have, you know, four expensive staff members on this side of the chart. Right? And I guess my question to you is -- is, do we really need to have four unionized staff members to do this? Or can this be outsourced? What have you seen in other cities?

2:50:58:

Commissioner Schwartz: So, there's a -- you see a combination of things. So, there are certain functions that you really want to have people on staff for. There are other functions -- like when you're doing the meter installation, most -- most utilities use a combination of their own staff and, depending on how fast they're deploying, they'll use contractors. To help get everything done, if they're trying to do a rapid installation. A deployment. OK? To have people on staff -- We already are so short-staffed, as a utility, that the idea that they'd want to have some people who are available and around and are on staff who can do it, makes a lot of sense to me. Again, the detail from that chart doesn't give me exactly which jobs are going to be ...

2:51:44:

Council Member Tanaka: No. I think -- I don't know if you were here, but ...

2:51:46:

Commissioner Schwartz: I couldn't hear everything.

2:51:46:

Council Member Tanaka: Oh. Can you tell me, what were the four jobs you said again?

2:51:49:

Shiva Swaminathan: Yeah. So, the one is AMI administrator. To administrate the network and the health. Data Analyst. And then two field staff, to fix problems as they arise in the field.

2:51:58:

Commissioner Schwartz: Yeah. So, those are kind of roles that people typically have in-house. You know. It's not a ...

2:52:04:

Council Member Tanaka: ** You can't have outside vendors take care of it?

2:52:07:

Commissioner Schwartz: Well, I mean, you can have some of the things done outside. But part of -- You know, I think part of the way utilities function is -- there's got to be people inside who know what's going on. And if everybody's a contractor, you don't necessarily have that consistency. OK? And that ability to ...

2:52:28:

Council Member Tanaka: I get it. I mean, ...

2:52:29:

Commissioner Schwartz: Yeah.

2:52:29:

Council Member Tanaka: ... I'm more -- I'm pushing on this just because I'd like -- Personally, I'd love to see this pencil out. But it's just -- it's so on the edge right now. And so, if this could -- if this could be outsourced, and make the project positive, that would be a great thing. That's why I'm trying to -- It sounds like the answer's no. So, it is what it is.

2:52:49:

Commissioner Schwartz: So, there's an economic analysis that I worked on with the Brattle Group, that looked at sort of different utility models.

This analysis? "The Costs and Benefits of Smart Meters for Residential Customers" (July 2011)

<http://www.brattle.com/news-and-knowledge/publications/archive/2011>

I don't know if it's available online. Have the costs and benefits changed much since 2011?

And how do the benefits -- what are the -- sort of the economics of doing -- of doing AMI or not, and what are the benefits. And -- pretty much in most -- in all cases, it works out to be of value. And what utilities have found -- So, there's a project going on now called the Voices of Experience. And -- but that's part of a DoE initiative.

This initiative?

https://www.smartgrid.gov/featured_initiatives/voice_experience_insights_smart_grid_customer_engagement.html

And what they're doing, they're looking -- they're talking to all these utilities about what have been the benefits. So, even things that were not necessarily quantified in the initial business cases -- the benefits they're getting are proving to be so valuable -- OK? -- that they're like -- we just wish we had known about this beforehand, so we could have put something in the rate case to say this was going to be useful. Because they didn't -- they didn't even know how much they were going to get from it until they actually got in the middle. And that's been a very consistent message that's come back, both from municipal utilities, as well as investor-owned utilities.

2:54:06:

Council Member Tanaka: OK. Well, my second question is -- um, is -- and I'm not sure if this is just for you or for staff, or maybe for both -- Given that we are late adopters -- And I kind of believe that, because I see -- I see smart meters on a bunch of other cities, so I kind of think that's probably true -- You know, if we do embark on this, are we -- is it likely that we're going to get like one bid on this project? Or would there -- You would think there'd be a ton of contractors who have just finished a PG&E rollout. And so we would a very competitive bidding environment. I would assume.

2:54:42:

Commissioner Schwartz: Well -- But PG&E rollout has been years ago. But there certainly are plenty of active participants in the market. So ...

2:54:49:

Council Member Tanaka: So we should get some active bidding on this project. And so, the numbers here should not totally out of whack. We shouldn't be like -- kind of like -- oh, sorry, it's double what we need -- you know, 20 percent contingency, or something like that. OK.

2:55:02:

Chair Schwartz: (unamplified) All right. Any other questions? Thank you very much. Um ...

2:55:07:

**: Microphone, please, Greg.

2:55:08:

Chair Schwartz: (unamplified) Oh, sorry. (amplified) All right. So, now we return to Council. And, any comments, questions, motions?

2:55:17:

Council Member Kou: (unamplified) Question.

2:55:17:

Chair Schwartz: Go ahead.

2:55:18:

Council Member Kou: So, you know, this grid system that you have -- So, this is all going to be the -- using what -- wireless?

2:55:29:

Shiva Swaminathan: Correct. So, the electric meter has a radio. The gas and water will talk to the electric meter.

As I understand it, gas and water meters will talk with some electric meter, but not necessarily with "the" electric meter that serves the same premises.

Send their consumption information. To the electric meter. And the electric meter will talk to each other. And we'll have about 30-50 take-out points, which will have a Verizon or AT&T cell card in it. It will take the data out.

2:55:54:

Council Member Kou: Well, I'm glad to hear you say, "Verizon or AT&T." So you're not just kind of -- only on Verizon. You're going to explore the other carriers, right?

2:56:04:

Shiva Swaminathan: Yeah. Yes.

2:56:05:

Council Member Kou: But also, I -- kind of my question is -- you know, we're using the Wi-Fi system and, you know, this kind of thing. Why are we not leveraging -- I think mostly, you know, with Jeff -- we have this question here -- why are we not leveraging our fiber network -- you know, FTTP / FTTN -- whichever one it is?

2:56:26:

Shiva Swaminathan: We could -- we have no -- We have made a decision on that.

Is staff saying that staff has decided not to give Council the opportunity to think about it?

So, the 50 take-out points -- they're called the ...

2:56:37:

Dean Batchelor: Gate-keeper.

2:56:37:

Shiva Swaminathan: Gate-keeper. Thank you. They're called the gate-keeper. Which is a take-out point. If there is a suitable point -- has fiber in it -- we can use fiber to take the project out. But I think what Jeff is probably also talking about is, for each of the 30,000 electric meters, which are at homes -- so, fiber-to-the-home -- we have no intention of using fiber-to-the-home -- fiber at home -- to send the data from each electric meter at the home. So ...

2:57:09:

Council Member Kou: So, right now, we're -- So, there was the node. Right? There was the ...

2:57:14:

Shiva Swaminathan: Gate-keeper. The gate-keeper is at ...

2:57:14:

Council Member Kou: That's the Gate-keeper.

2:57:15:

Shiva Swaminathan: Correct. So, what you have here are the gate-keepers. That -- We expect about twenty- -- 30 to 50 around town. Which will gather all this information and -- through the cellular network. OR using the fiber. To send it out to the cloud. OK. But these are -- the electric meters are about 30,000 electric meters. And about 20,000 gas and 20,000 water. So, the network is -- between these electric meters here -- this is a network. They talk to each other. And send it over through the ...

2:57:55:

Council Member Kou: But through the network -- it's not -- it's through the Wi-Fi again.

2:58:01:

Shiva Swaminathan: No. It is ...

2:58:01:

Council Member Kou: No? It's though the radio signals ...

2:58:02:

Shiva Swaminathan: ... through its own mesh -- it's own wireless mesh.

2:58:05:

Council Member Kou: Radio signal.

2:58:05:

Dean Batchelor: Radio signal.

2:58:05:

Shiva Swaminathan: Correct. Right.

2:58:06:

Council Member Kou: OK.

2:58:07:

Dean Batchelor: So, the meters talk to each other. So, as your meter jumps to your neighbors. Then it jumps again to the next neighbor. And so on, and so on. And then it'll get to a collector.

2:58:16:

Council Member Kou: I see. And then, at the gate ...

2:58:18:

Dean Batchelor: It's a mesh. It's a mesh network.

2:58:19:

Council Member Kou: I see. And then, at the gateway, that's when it uses the ...

2:58:23:

Dean Batchelor: So then, that way, it could -- we could use cellular. Which would then send it to the cloud. And then send it back to us. For the billing and purposes. Or, we could use our existing fiber, if it's close ...

2:58:36:

Council Member Kou: Um hum.

2:58:36:

Dean Batchelor: ... and then we could use our fiber network. So, we wouldn't have to have -- If the number comes out to be that we need to have 50 of these gateways, maybe we do only 25 through cellular, and maybe 25 through our fiber. Maybe. Depending on how the network would run. So there is a combination.

2:58:55:

Council Member Kou: OK. Um. So, what is the -- I mean, it's a great plan. And all. I mean, I think it's -- it's going to be really effective and productive in reducing carbon. And also, the pricing and everything. But is this going to be discussed at Council? Or this -- Is the intention for us to be -- putting this onto Consent if we all say -- I mean, I think this is valuable to be discussed.

2:59:25:

Vice Mayor Filseth: (unamplified) There's no way this is a Consent item.

2:59:27:

Chair Scharff: Yeah. I didn't think it was either.

2:59:29:

Dean Batchelor: No. I think the idea was -- is that we would put it on Action.

2:59:31:

Council Member Kou: OK.

2:59:31:

Dean Batchelor: And then we would have a full conversation at the Council level.

2:59:34:

Chair Scharff: Well, what you're asking for, at THIS point -- right? -- is really the preliminary steps. I mean, you're basically looking at -- we're not going to start this until after we finish with -- I forget the acronym -- CS --

2:59:48:

Jon Abendschein: CIS.

2:59:49:

Chair Scharff: The CIS. Right. Which is two years away? Three years away? Right? So, ...

2:59:56:

Shiva Swaminathan: We'll know by middle of next year what the timeline of that is going to be.

2:59:58:

Chair Scharff: Right. So, I mean what this says is, let's go ahead and move forward in having a plan that we're going to do this. That's how I read this. I read this as, really, no commitment to do this. This is, let's have a plan to do this. You know. And is Council interested, at this point? And I agree with Council Member Tanaka. I mean, it's a -- it's hopefully a break-even proposition. I mean, there's a lot of reasons why you probably want to do this. And I'm going to support this. But this isn't exactly 100 percent, from a financial perspective. If there weren't other issues involved, I wouldn't say this is a great -- like, oh, from a financial perspective, let's do this. [laughs] You know. So, ...

3:00:45:

Vice Mayor Filseth: Well, it's sort of the opposite. I mean, I think -- I mean, what you want from us tonight -- right? -- is to validate that it pencils out reasonably, and ...

3:00:55:

Chair Scharff: Right.

3:00:55:

Vice Mayor Filseth: ... you know, it shouldn't be cancelled because the numbers don't work. I mean, that's basically what you're asking the Finance Committee to do tonight.

3:01:00:

Chair Scharff: Right.

3:01:00:

Dean Batchelor: That's correct.

3:01:00:

Chair Scharff: If you came with a \$5 million loss, for instance, I would say no. I mean, I -- Right? But you're basically saying, ...

3:01:08:

Vice Mayor Filseth: (unamplified) It breaks even.

3:01:08:

Chair Scharff: ... it probably breaks even.

3:01:09:

Vice Mayor Filseth: (unamplified) It probably breaks even, so that's not a reason it shouldn't go forward.

3:01:12:

Chair Scharff: Right. Given all the other benefits. That's how I look at it.

3:01:15:

Dean Batchelor: Right.

3:01:17:

Chair Scharff: So, I think you're probably right about it going to Council. But, on the other hand, I think -- how time-sensitive is this? I mean, was it your plan to bring this to Council, and -- I mean, I'm just looking at our meetings before the end of the year.

3:01:33:

Dean Batchelor: So, right now, we -- the plan was to come here tonight, and hopefully get an approval. And we're going to -- we're on the docket for December.

3:01:40:

Chair Scharff: Oh, you are.

3:01:41:

Dean Batchelor: Yes.

3:01:41:

Chair Scharff: OK. Good.

3:01:42:

Dean Batchelor: It's already on the docket.

3:01:43:

Chair Scharff: OK. Great.

3:01:44:

Vice Mayor Filseth: Well, I mean, if for no other reason, it has to go to Council, because -- I mean, deploying it to the community ...

3:01:52:

Council Member Kou: (unamplified) Yeah.

3:01:52

Vice Mayor Filseth: ... is not going to be a -- hey, let's go do it. [laughs] Right?

3:01:57:

Chair Sharff: OK.

3:01:57:

Vice Mayor Filseth: (unamplified) I mean, you could have (amplified) people going, "WHY DO I NEED ONE OF THESE IN FRONT OF MY HOUSE?" And so forth. And so, all that has to be ...

3:02:04:

Dean Batchelor: Yes.

3:02:04:

Chair Scharff: No, I ...

3:02:04:

Vice Mayor Filseth ... system- -- very systematic. And it's a big deal. And it's a big rollout., And it's a huge deal for the community.

3:02:10:

Chair Sharff: Yeah. And, I mean, that's actually probably the reason why you want to have a discussion at Council. Not because it's going to change the outcome. Because it's going to give ...

3:02:16:

Council Member Kou: (unamplified) ** communications ...

3:02:16:

Chair Scharff: ... it's going to give -- You know. And I don't usually go that way, but it's going to be "visibility" for the community that's important.

3:02:26:

Jon Abendschein: Just -- Also, ...

3:01:26:

Vice Mayor Filseth: (unamplified) So, the adoption is going to be (amplified) one of the factors.

3:02:30:

Jon Abendschein: I'll just also note that we're getting a lot of emphasis on that aspect of the rollout from the UAC as well. That they're emphasizing the community communications and outreach. So we'll get a lot of good feedback on both fronts.

3:02:41:

Chair Scharff: OK. All right. So, I'll move the staff recommendation. Any further comments? All right. All in favor.

3:02:51:

[All four Council members raise their hands.]

3:02:51:

Chair Scharff: OK. And we'll look forward to your presentation to Council in December.

3:02:56:

[Various speakers]: Thank you. Thank you very much.

COUNCIL MEETING

10/29/18

[] Placed Before Meeting

Received at Meeting

29 October 2018

Dear Mayor Kniss and Members of the Council,

While the public and our elected officials are focused on Stanford's 2018 GUP application and their request for a Development Agreement, there is another, quieter aspect to Stanford's expansion. Over the past few years, Stanford has been buying up many homes and lots in College Terrace and Evergreen Park as fast as they come on the market! The current count in these two neighborhoods alone is at least 30 and there is no indication that they are planning to slow their acquisitions.

Why does this matter? College Terrace has always been home to many Stanford faculty members and students who have always been valued members of our neighborhood. So what's different now?

The answer is that once the University owns these properties they are **only available to Stanford employees and will never again be available to the rest of the public!** They are permanently removed from the Palo Alto housing pool, exacerbating our perennial jobs/housing imbalance.

If Stanford rents them out, no property tax is paid. And if they "sell" them, it is on a ground lease basis, which typically means that the "purchaser" pays less tax than if the home was purchased on the open market.

To make matters worse, Stanford has been leaving many of these homes empty for months or even years, creating a "ghost house" environment in our neighborhood. This erodes our community connections and decreases our neighborhood safety since we have less "eyes on the street".

And once they do take action, that action is generally to demolish and replace these houses, many of which are 100 years old or older. Replacing these charming older homes is rapidly eroding our neighborhood's unique quirky character. Although Stanford claims that they are designing "sensitive" replacements, the new homes cannot possibly have the patina and history of the original homes being demolished.

Residents on Cornell Street are being faced with multiple demolitions on a single block! And the charming 110 year-old Craftsman shingle bungalow next door to me has a nearly new roof and a recent high-end kitchen makeover. Sending all that to the landfill is absurd.

It is not obvious what the Council can do to stop this land grab but at a minimum, the College Terrace Residents' Association asks that you use your voice in the upcoming Development Agreement and GUP negotiations with Stanford to insist that the effects of their actions be considered in the process. They should commit to halting the acquisition and especially the demolition of additional existing off-campus homes. And they should ensure that any home that they purchase should be occupied within three months of acquisition.

Sincerely,



Pria Graves, CTRA Stanford Observer
2130 Yale Street, PA

John Beeley

137 Orchard Ave #7, Mountain View CA 94043
Cell 650-483-1863 jbeeley@pacbell.net



29-Oct-2018

Palo Alto City Council

COUNCIL MEETING
10/29/18
[] Placed Before Meeting
[x] Received at Meeting

Dear Palo Alto City Council,

I am writing in support of Rinconada Masters Swim Team's use of the municipal Rinconada pool. I joined Rinconada Masters when I moved to Palo Alto around 1994 and have been a member ever since.

I do not understand the reason for a new Swimming Pool administration to cancel one long-time Masters program in favor of another.

Not all Masters clubs are the same. Some empathize competitive swimming and feature tough workouts and favoritism towards the skilled swimmers. Rinconada Masters does offer workouts for all skill levels, but does not pressure anyone to compete.

As you know, Rinconada Masters is a home-grown club that has enjoyed tremendous public support within the Palo Alto community. It is an important resource for both Palo Alto and surrounding communities. Its annual swim meet in March at Riconada pool is very popular, attracting Masters swimmers from all over the Bay area. To make it work, all club members participate as timers, deck support, etc and contribute eatable goods for sale.

The club caters to all ages and is especially supportive of non-competitive fitness swimmers and seniors. I myself am 74 years old, and there are many swimmers my age and older who are active in the workouts. We welcome new members constantly.

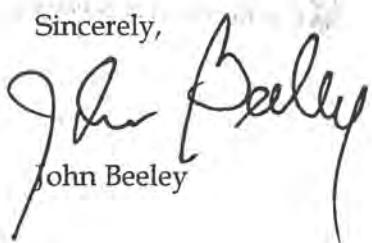
The key to a successful Masters swim club is good coaching and tailored workouts. A typical swim workout is about 1 hour and for my intermediate level of skill the total length is about 2700 yards or about 1 ½ miles. I like the 6am workouts Monday, Wednesday and Friday to avoid commute traffic, which means getting to the pool around 5:45am to take off the covers. It was also a good time, before I retired, for a workout before going to my job. The workout is not simply swimming laps. The coaches typically write out 3 sets of workout routines (low stress, intermediate and advanced) for groups of lanes across the



pool which include short and long-distance sets where we are swimming timed intervals which changes daily, keeping it interesting and varied.

I attribute my current health and fitness to my Rinconada Masters workouts. It is a supportive group that is a local treasure. Losing it would have a negative impact on all club members, especially seniors and the citizens of Palo Alto.

Sincerely,



A handwritten signature in black ink, appearing to read "John Beeley".

John Beeley

October 25, 2018

Distinguished members of the Palo Alto City Council—

CITY OF PALO ALTO, CA
CITY CLERK'S OFFICE

I hope you all are well.

18 OCT 31 AM 10:00

Primarily, if I may, I would prefer to give you all a brief introduction of myself: My name is Paul Minsker, and I am a 19-year-old university student originally from central Arkansas and majoring in Geography at San Jose State that occasionally takes Caltrain to visit your city for some of its countless recreational and retail opportunities.

The main entity in your city that I choose to visit on my trips, however, I feel needs no introduction to you all: The El Palo Alto Redwood tree rooted in El Palo Alto Park. From the moment my mother made me aware of a newspaper article she read discussing famous trees that vaguely mentioned "a Redwood in the city of Palo Alto that Portola once camped beside" (she knows my love for trees), I was intrigued as to where this tree existed, how the plant was doing, and what type of prominence such a historically significant tree in your city would receive.

My first brief visit to the tree in late August of this year (I had limited time as per the tree being so well hidden) was a learning experience, most certainly, seeing an 1100 year old being in front of me still alive to this day. As my visits to the tree occurred at later times, and as I began to research this tree online, my knowledge of the true significance and meaning of this tree only exponentialized by the day. I learned about the tree being California State Historical Landmark No. 2, the location where the entire Bay Peninsula was essentially founded as a Spanish mission settlement area, the reason for the city of Palo Alto having the name, and even the reason why Stanford University has the tree logo as their uniting symbol despite the fact that no official school mascot evidently exists. I learned about the tree's appraisal for a meager \$55,600, about the misting system to "fool the tree" that was installed to bring water to the tree's upper limbs for coaxing the plant back to health as illness struck, and about the tree being a waypoint for navigators on the original El Camino Real, as well as the primary distant marker for construction of said roadway, as well as the railroad that Caltrain now operates on. I read of railroad spikes being hammered into the trunk (they are still there wedged in the trunk today) to help early Stanford students into the tree's upper limbs to try and see which one of them could fly their fraternity / school flag the highest on the tree (I also saw that this tradition ceased as per the acrophobia of a youth in 1909 that found himself stuck near the top).

I even was able between my visits to gather information about why the tree looks in such a form today, as per the upper portions of the tree being removed progressively as the cities of Palo Alto and Menlo Park lowered the water table of the area for their citizenry to have water access, slowly killing the tree at the extremities. The tree was once three-trunked, of course, with a debate still in place as to the second trunk's demise being by way of the flooded San Francisquito Creek in a winter storm or by the rail bridge beside the tree being constructed with equipment that caused the mishap. In all honesty, I even learned as per my research that I am not the only person that has ever taken the time to write to your organization on the tree's behalf, as per my findings that the plant was in such a state of nearness-to-death from lack of water, the polluted and flooding San Francisquito Creek, and the nearby railroad trestles weighing down the shallow roots that it was brought to your attention by a Mr. Jim Johnson that something to help the now-largely-human-reliant tree must be done.

Honorable council members, I am, by no means, nearly as qualified in my assertions as Mr. Johnson was in the late 1980s and early 1990s, but I cannot deny to any of you that my frequent observations of this tree and the immediate surroundings lead me to bring two crucial elements at play to committee attention.

Primarily, in short, please allow for me to take a moment to commend your city on an obvious victory in saving this tree for the time being from near-death, what with the misting system and reinforcing the northern side of the trunk

with concrete going down into the creek. From what I have read of this tree, the plant has experienced many years of lack of water, vandals destroying lower branches and defacing the trunk, and especially the nearby railroad bringing with it a generation of smoke-belching trains killing off the tree's west side; added to this presently are daily passenger and freight trains that shake and rattle the ground on the three walkable sides of the trunk when they chug past (I have personally felt such). Indeed, the tree has taken a large bounce back to prominent life, despite being more so these days a bushy, stocky tree than the plant originally was back in the day as a taller, slimmer version of self. The tree is obviously, as solely pertaining to the trunk and crown structures, in decent form, with the failing roots obviously being supplemented by the mister, **yet I cannot deny to your organization that my praise for your assistance to this tree, from here onwards, must definitively end.**

I write to you today, if I may, to most prominently bring to your immediate and unconditional attention the second collection of elements of my El Palo Alto comment / concern:

1. **The tree is still often being vandalized in between my visits there, especially as per new markings on the dead section where once stood the second trunk being seen.**
2. **The tree is still frequented by vagabonds, many of which often verbally hassle me in various regards as I attempt to have a quiet moment sitting in nature before their running into the adjacent woods down towards their presumed encampments in the San Francisquito Creek.**
3. **The tree is still under daily threat from the railroad, as train after train rattles the roots and threatens to fall the giant should the misting system and nearby ground structure around the trunk not be maintained.**
4. **The tree often smells from over five feet away as if humans have urinated upon parts of the trunk (and, therefore, given that Redwood trees are not naturally known to smell of urine, I would conclude only one possibility for this observation that needs no further detail on my end).**
5. **The tree ALWAYS, upon my visits, has garbage littered around the trunk base: just recently were broken sunglasses, cigarette butts, and Reese's wrappers, and traditionally there have been soda cans, water bottles, alcohol, coats and blankets, mats laid out as if someone caught a nap and left, and always an insane amount of spread-out newspapers. There is evidence that the garbage is occasionally removed (I have often done so, myself) by some individual and/or entity, which I commend, but the above issue of my concern still prominently stands, especially given that much of the garbage in question simply is "cleared out" by being naturally blown by passing trains and winds into the creek.**
6. **This might seem rather silly, I am sure, but the fact that so, so many people that I witness walk and bike on the trail beside the tree to get between Palo Alto and Menlo Park and seem to give the great being no mind personally aggravates me, and has shown me exactly how it is in these present, tech-savvy times how the human ability to connect with nature is oh, so rapidly being lost. I have not yet done a study of such, I must admit, but let us assume, based on my observations, that these people pass this tree as if there is nothing significant to see. They are likely unaware that the tree is the reason for the name of the park. They are likely unaware that the tree is the reason for the name of the adjacent avenue. They are likely unaware that the tree is the reason for the Stanford logo existing with a tree. They are likely unaware that the tree is the reason for the name of the entire CITY. They likely do not bother to notice the tree's two plaques, for they may feel that they are not worth the time to read. They are choosing, of course, as is their right, to remain blissfully unaware of the natural, historical, and literal giant that stands near them, yet I must assert, in my final concern, that it is the complete, total, entire, wholistic, and undeniable responsibility of the city of Palo Alto--the city named after THIS VERY TREE--to educate and inform the citizenry of the living, growing, could-soon-be-dying being BEHIND the name, BEHIND the Stanford logo, BEHIND their backs as they mosey on by.**

As for any potential solutions to any and/or all of these dilemmas at hand, I leave all final decisions as necessarily proper to your city and your organization, but I must assert, nonetheless, my own personal ideas presently that I feel could directly benefit the tree, El Palo Alto Park patrons, and the city of Palo Alto as a whole.

- El Palo Alto Park should, as soon as reasonably possible, have garbage cans / recycle bins installed in it along the Palo Alto city side of the trail between Palo Alto Avenue and the bridge to Menlo Park. This would, most certainly, come at a cost to the city to install and maintain, yet I can personally feel as if the placement of said garbage cans could only encourage park patrons to be responsible with their trash and recyclables, as opposed to littering them along the trail, around the tree, or even directly into the creek, thereby making the next portion of my proposition, ideally, almost obsolete.
- To deal with the present littering / garbage problem that you cannot reasonably deny is at hand, there must be a reasonable effort in place to hold city and/or community clean-ups in the park and down in the creek to ensure that the environment here can continue to bounce back ideally so rather than regress back to the days when the creek (so I have read) used to flood with garbage clogs at various points along its length. Your neighboring city of Menlo Park, as with the county of San Mateo--given that the creek is a city AND a county divide--could even likely take interest in this as well should you, as a city, bring this jointly-brought-about issue to their attention.
- In speaking of entering the creek for garbage cleanup and shoreline maintenance, as per my observations of various vagabonds entering and leaving the creekbed, it should be a Palo Alto direct responsibility to take charge--even if Menlo Park shall not--of regularly sending police into El Palo Alto Park to patrol the grounds and check the creek for any potential transients that likely are only further contributing to the area's environmental degradation (as I have read, their rat poisons sprayed and fecal matter left in the creek bed are not news to your city in that they occur).
- Any and all railroad resurfacing / track maintenance or construction projects on either the Northbound or the Southbound line occurring directly in the proximity of the tree must be consulted by a knowledgeable arborist (knowledgeable ESPECIALLY to the history of El Palo Alto) supplied by the city to ensure that any of said projects do not directly impose any new, unprecedented strains on the tree / the tree's roots.
- At the cost of the city, in complement with the pre-existing system of lights and lamps along the trail beside the tree, I find it best to discourage nighttime questionable activities at the base of the tree--such as urinating, littering, and/or vandalism--by way of the installation beside the tree of floodlights that are angled so as to illuminate the lower trunk, and hopefully do such without distracting passing cars on Palo Alto Avenue and/or train drivers on the nearby tracks. Installation and maintenance of these lights is a commitment, most certainly, yet I cannot help but note that this cannot be too much of a stretch with trail lights nearby already existing and being (as far as I can see) properly maintained.
- Provided the city of Palo Alto would desire carrying the above illumination consideration a step further, the installation of a security camera on the west side of the tree facing east could only help to further discourage--at ANY time--tree desecration, littering, urinating, vandalism, and/or illegal vagabond endeavors. This would be a drastic measure, I concede, yet a camera as such could guarantee--so long as it is operational consistently and properly guarded from tampering--needing to dispatch less law enforcement agencies to the park and only doing so on an as-needed basis if the camera has a live stream to the Palo Alto Police Department or an entity of the sort.
- My final proposition, if I may, is the one that I might personally feel can be where you distinguished individuals and myself can meet on the most direct ground: I propose that the city of Palo Alto--perhaps

even in a joint effort with the El-Palo-Alto-branded Stanford University--somehow, in some way, organize and hold in as near of a future as possible an "EL PALO ALTO APPRECIATION DAY" that can hopefully bring together the people of this great city in a united effort to fight against losing the living, standing being that is indirectly the reason behind why all of you exist in the place that you do today. Holding this Appreciation Day would help to spread the El Palo Alto protection cause, granting your city government (hopefully) hundreds of new allies that can watch out for the tree and speak out in the case that something regarding the being that they observe might not seem properly decent (thereby placing the local government and law enforcement in less of a tree "watchdog" role and shifting said responsibility to the citizenry). The Appreciation Day could also very likely decrease will among the populous that happens by to randomly vandalize / litter the area once they hopefully realize the significance of the living history that they choose to alter simply for their own contrived pleasure. Holding festivities on this day could, as well, provided that an admission is charged and / or vendor stand permits are granted, grant your city DIRECT funding that could generate revenue to ensure that any and all of the above considerations of changes could very well get underway. Holding this Appreciation Day, hands down, if properly advertised, could also even generate tourist revenue in your city, with people traveling from around the Bay, across the state, and even potentially beyond to be acquainted with this silent shrine that has seen more history in life than many of us can even remotely fathom. If people enter the city to see the tree, they will also likely want to go shopping here as well, and, with the Stanford Mall so close by, people could use this day to partake in retail excursions as such with the unintended consequence of also flowing new money into the local economy. Stanford University could also be economically / socially benefited by advertising at the Appreciation Day for already having a history so closely tied with the tree (and hopefully a future history where such can only continue to be so). The economic potentials of this day for your city are undeniable, and I can certainly only hope that a properly advertised inaugural celebration with vendors, souvenirs, and speakers from the city, Stanford University, the Palo Alto Historical Association, and even perhaps general citizens like me that love the tree could help everyone involved reach their own personal goals while still hopefully not forgetting to help out this magnificent tree.

- *This is not a direct proposition from me, but I would dare say, respectfully, that I feel as if speaking on behalf of the tree for a continued life and proper welfare in the face of human environmental threats to the attendees at an event such as an Appreciation Day ceremony could very well be a highlight in my Bay Area experience, to know that I--a modest person from Arkansas--can devote myself to help a living being that means a lot to me, and increasingly more so with each visit to the monumental plant that I take.*

Palo Alto City Council Members, I profusely thank you for your time and consideration, and wish you all only the best from now until furthermore. I trust that any and all of my considerations regarding El Palo Alto shall be taken as fully seriously as they are expressed, and that any and all of my propositions emphasized can only be executed so long as they are deemed by your city to be what is known as best for the health and safety of El Palo Alto Park patrons and for the continued and healthy existence of the El Palo Alto tree.

Best wishes, and all my best

Paul Minsker

-Paul Minsker

minskerpaul@gmail.com

COUNCIL MEETING

10/29/18

Received Before Meeting

Received at Meeting



RINCONADA MASTERS

Contents

1. Resumes

2 Contract with Team Sheeper

4. Insurance for Rinconada Masters

5. Red Cross Life guards and CPR,AED, and

First Aid certifications

6. Letters to the City Council

7. Rapp's Triathlon /Rinconada Masters

Ran for 7 years

Carol Macpherson

**3805 Magnolia Dr.
Palo Alto, CA
650-493-3920**

**www.rinconadamasters.com
www.c_mac.us
carol.macpherson22@gmail.com**

OBJECTIVE

To continue to use Rinconada pool and offer high quality coaching from Rinconada Masters and, inspire swimmers to stay in shape, to promote good health and promote swimming in the Bay Area by having a masters meet for 43 years for the community.

MAJOR ACCOMPLISHMENTS

46 years, founder and coach Rinconada Masters
60 years of experience in the swim instruction of children and adults
Inducted into the Santa Clara Swim Club Hall of Fame in 1969
12 Time All-American and selected for the Pan-American Games
Inducted into the Menlo Atherton High School Hall of Fame 1995
Founder, Teacher, and manager of Carol Macpherson Aquatics Center Inc.

PROFESSIONAL EXPERIENCE

Rinconada Masters Program: 1974-present

Founder and head coach of Rinconada Masters Program
Manage the financial and business aspects of the team including organizing and running an annual master's swim meet
Founder of Swim4Fitness program for adults

World Games 2006 Organizing Committee, Stanford University

2002 Modern Pentathlon World Championships, Stanford University

Carol Macpherson Aquatic Center: 1997 – 2017

Founder and Owner for Swim School for all ages
Developed and implemented innovative teaching method to promote Skill and development. Trained 10 instructors working under C-Mac.
Negotiated all contracts, hired and managed staff, managed financial, Marketing, and business aspects of the swim school.

Bay Area Swim School: 1995-1997

Founder and owner for swim school of all ages

High School Coaching

Head Coach Palo Alto High School Women 1981-82
Head Coach Gunn High School Men 1980-82
Won SCVAL High School League Championship

Age Group Coaching

De Anza College coached age group	1980-81
Palo Alto Hills Gold & Country Club	1980-81

ATHLETIC ACCOMPLISHMENTS

- 12 Time All-American
- 39 National Swim Championship Titles
- World Games Australia – All-American 2008
- World Games Canada – 200 Meters Backstroke World Champion 1994
- World Games Australia – 400 meters Free World Champion 1988

Resume' Carol Macpherson

Elks Member	16 years a member. Trustee 6 year office Managed swim pool 4 years Modeled in Fashion Show 3 years Organized Christmas program for Kids Serviced on Scholarship committee 2008 Worked at Bingo Games 3 years C-Mac Swim School Elks Pool	1999-07
Teaching and Coaching	Swim programs clients all based in Santa Clara/San Mateo Countries	years 1961 to present
Head Coach	Sacred Heart Aquatics Masters	1999
Founder/Coach	Carol Macpherson Aquatic Center	1997-2017
Founder/Coach	Bay Area Swim School	1995-97
Head Coach	Palo Alto High School Women	1981-82
Head Coach	Gunn High School Men	1980-82
	• Won SCVAL High School League	
Age Group Coach	De Anza College	1980-81
Age Group Coach	Palo Alto Hills Gold&Country Club	1980-81
All Star Coach	Pacific Association	1980
Coach-Jr/Sr.Group	De Anza College	1978-79
Swim Instructor	Carol Macpherson Swim Lessons	1973-78
Founder/Coach	Rinconada Masters	1972- present
Swim Instructor	Addison Janes Swim School	1961 – 72

Additional Experience:

- 2002 Modern Pentathlon World Championships – Stanford University
- Director for world meet swimming venue

Amateur Athletics Union (AAU) age group swimming

- National Swim Champion
- All- American 1954 - 55

Masters (National Competitive Swim Meet Category)

- 13 Times All American Champion
- 39 National Swim Championship Titles
- World Games Australia – 400 meters Free World Champion 1988
- World Games Canada – 200 Meters Backstroke World Champion 1994
- World Games Stanford University 2006 Organizing Committee
- World Games Australia – All – American 2008

Swim4Fitness –Founder and Instructor, Palo Alto Recreation Dept. 2009-present

Terri Baxter-Smith

SWIMMING ACHIEVEMENTS:

1978-1982—Palo Alto High School Most Valuable Swimmer.
1980 United States Olympic Team—Swimming, 100 and 200
Meter Breaststroke.
1984-1987 N.C.A.A. Division I All-American, Swimming.
1987 United States Pan-American Games National Team, 100
Meter Breaststroke Bronze Medalist.

COACHING AND AQUATIC EXPERIENCE:

Summer 1986: Swim instructor—Rinconada Pool
1992-1995: Head Swimming Coach, Benicia Blue Dolphins,
Benicia, CA.
1996-1999: Assistant Men's and Women's Collegiate Swimming
Coach, Franklin & Marshall College, Lancaster, PA.
1996-1999: Assistant Aquatics Director—McGinness Pool,
Franklin & Marshall College, Lancaster, PA.
1996-1999: Head Age-Group Swim Coach, Trident Aquatic Club,
Lancaster, PA.
1999-2000: Aquatics Director, Sewickley Valley YMCA, Sewickley,
PA.
2000-2005: Head Age-Group Swim Coach, Hampton Dolphins
Swim Team, Hampton Township, PA.
Summer 2015—Swim Instructor, CMAC.
2015-Current: Assistant Swim Coach, Rinconada Masters, Palo
Alto, CA.

SHEEPE



Rinconada Pool Facility Rental Terms

It is agreed between Team Sheeper, Inc ("Company"), and Carol MacPherson Aquatic Center, Inc. DBA Rinconada Masters ("Renter"), together known as "Parties", as follows and referred to as the "Agreement":

- 1. Contract Term.** The term of this Agreement shall be from September 1, 2017 until the earliest to occur of (a) December 31, 2018, (b) The Company's termination of its current agreement, a fully-executed copy of which is attached as Exhibit "B", with the City of Palo Alto, and (c) the Renter submits written termination notice with at least thirty (30) days advance notice of the effective Agreement termination date. The Company agrees to notify the Renter if and when any discussions or negotiation occur with the City of Palo Alto to modify, renew, replace or amended the current lease between those parties with implication for the Agreement.
- 2. Payments.** In consideration for the rental and use of the facility upon the terms specified in Exhibit "A," Renter shall make payment to the Company in the manner specified herein and in Exhibit "A."
- 3. Relationship of the Parties.** Renter agrees and understands that the services provided by Renter and the use of the facility under this Agreement are performed as an Independent Contractor and not as an employee of the Company and that neither Renter, nor any of its employees, acquires any of the rights, privileges, powers or advantages of Company employees. The Company represents and warrants that there are no third-party beneficiaries to this Agreement to which Renter could or would become bound or obligated for any reason as a result of Renter's entering into this Agreement.
- 4. Hold Harmless.** Renter agrees to hold harmless, indemnify and defend the Company, their employees, and agents, from any and all claims, damages, and liability in any way occasioned by or arising out of Renter's use of the facility, including but not limited to any claims for personal injury or property damage claimed by any participant in Renter's programs, except to the extent that such claims arise out of or result from the gross negligence or willful misconduct of the Company or its employee(s). The Company agrees to hold harmless, indemnify and defend Renter, its customers, its employees, and agents, from any and all claims, damages, and liability to the extent occasioned by or arising out of the Company's or its employees' gross negligence or willful misconduct with respect to the management, maintenance and use of the facility.
- 5. Non-assignability.** Neither the Company nor the Renter shall assign this Agreement or any portion thereof to a third party without, the prior written consent of the other Party, which shall not be unreasonably withheld, conditioned or delayed, and any attempted assignment without such prior written consent in violation of this Section shall automatically terminate this Agreement.
- 6. Termination of Agreement.** In the event of a breach of this Agreement by either Party, the non-breaching Party may terminate this Agreement upon the expiration of five (5) days written notice to the breaching Party, if within such five-day notice period the breaching Party has not cured such breach.
- 7. Worker's Compensation Insurance.** Renter agrees and understands that the Company does not provide Worker's Compensation Insurance to, or on behalf of, the Renter for the work/services performed, but that said worker's compensation insurance is the sole responsibility of the Renter.
- 8. Payment of Permits/Licenses.** Renter shall obtain any license, permit, or approval if necessary from any agency whatsoever for the rental of the Facility by Renter, at his/her own expense, prior to commencement of said work/services or forfeit any right to occupy the facility under this Agreement. The Company represents that it is not aware of any additional license, permit or approval required which the Renter does not currently have in their capacity as current renters of this facility prior to the effective date of this Agreement.



9. Non-Discrimination. No person shall be excluded from participation in, denied the benefits of, or be subjected to discrimination under this Agreement on account of their race, sex, color, national origin, religion, age, or disability.

10. Merger Clause. This Agreement, including all Exhibits attached hereto and incorporated herein by reference, constitutes the sole Agreement of the parties hereto and correctly states the rights, duties, and obligations of each Party as of this Agreement's last signature date. Any prior agreement, promises, negotiations, or representations between the parties not expressly written and stated in this Agreement are not binding. This Agreement terminates and replaces all prior agreements between the Renter and prior Pool operator, the City of Palo Alto, who executed the attached lease with the Company. All subsequent modifications to this Agreement shall be in writing and signed by both the Company and Renter and provided to the Parties at addresses included in Exhibit "A." In the event of a conflict between the terms, conditions, or specifications set forth herein and those in the Exhibits attached hereto, the terms, conditions, or specifications set forth in the Exhibits shall prevail.

11. Liability Insurance. Renter shall carry commercial liability insurance for not less than One Million Dollars (\$1,000,000.00), naming the Company, its officers, officials, employees and volunteers as additionally insureds, and shall provide the Company with a certificate evidencing such insurance prior to use of the facility. Renter shall also carry employer's liability insurance in the amount of \$1,000,000 per accident for bodily injury or disease, naming the Company as noted above. The Company shall carry commercial liability insurance in amounts as required by the City of Palo Alto in their agreement, included as Exhibit "B."

12. Attorney's Fees. In the event of any litigation arising out of this Agreement to enforce the terms hereof, the prevailing party shall be entitled to recover its attorney's fees from the other party.

13. Choice of Law and Jurisdiction: This Agreement shall be governed by and interpreted in accordance with California law, with any consideration of its rules governing conflicts of law; and both Parties consent to the jurisdiction of the state and federal courts in the State of California for the resolution of any disputes related hereto.

THIS RENTAL CONTRACT IS NOT VALID UNLESS SIGNED BY BOTH PARTIES

Carol MacPherson
Carol MacPherson
Carol MacPherson Aquatics Center, Inc. DBA Rinconada Masters

8/31/17
Date

T. Sheeper
Tim Sheeper, Team Sheeper, Inc

8/31/17
Date



Rental Contract - Exhibit A

Rental Terms:

1. The "Rental Term" of this Agreement shall be September 1, 2017 to December 31, 2018, unless terminated earlier as described in 1. Contract Terms.
2. The Company agrees to operate and make available to the Renter, the Facility during the Rental Term. The Company gives notice that the Facility will be closed during only the following three (3) statutory holidays 1) Christmas, 2) New Year's Day and 3) Thanksgiving Day.
3. The Renter shall have access to the Facility during the days and times, known as "Rental Time" listed below:
 - a) Monday, Wednesday and Friday; 5:45am to 8:30am,
 - b) Tuesday and Thursday; 12:00pm (noon) to 1:30pm; 7:00pm to 8:30pm,
 - c) Saturday and Sunday; 9:30am to 11:00am
 - d) Swim competitions – days and times to be mutually agreed upon per section 22.

Facilities:

4. This Agreement encompasses the Rinconada Pool, located at 777 Embarcadero Road, Palo Alto, CA 94303, known as the "Pool or Facility."
5. 14 lanes of the Pool, of which the Renter has the option to rent all or some of the lanes.
6. Showers and Bathroom Access – participants will have access to showers, bathrooms and all associated facilities and storage areas for 15 minutes before Rental Times, during Rental Times, and for 30 minutes after Rental Times.
7. The Company and Renter shall mutually agree upon an allocation of office and storage space. Renter shall retain the keys to various offices, storage areas, and other spaces which are currently in Renter's possession, plus keys to access entry to the pool area which they currently possess. No changes to any of these keys or locks shall occur without written notification to the Renter by the Company who will provide replacement keys.
8. The Company shall ensure that the City of Palo Alto provides to Renter:
 - o A clean and safe pool and locker room facility
 - o Tables and chairs for swim competitions
 - o Storage for training equipment
 - o Vehicle access permits for swim competitions
 - o Standard pool equipment in safe and working condition
9. Installing and removing pool covers and lane markers, shall be the responsibility of the Renter if both of the following two conditions apply at either the beginning or end of their Rental Time 1) there is exclusive use of the Facility by Renter and 2) Renter is the first or last user of the Facility on a given day per the Company's monthly Pool Schedule, a copy of which will be provided to Renter on a monthly basis.

Rental Fees:

10. The Rental Fees shall be effective September 1, 2017 through December 31, 2018: \$2 per lane per hour. This will be the total Rental Fee due from Renter, no additional payment to the Company or any third party will be due for Rental Fees.
11. Monday, Wednesday and Friday, the Renter will rent fourteen (14) lanes at a cost of \$77 per day.
12. Tuesday and Thursday, the Renter will rent seven (7) lanes at a cost of \$42 per day.



13. Saturday and Sunday, the Renter will rent fourteen (14) lanes at a cost of \$42 per day.
14. Quarterly, at a mutually agreed upon meeting date and time which will be at least thirty (30) calendar days prior to the start of each calendar Quarter, the Parties will meet to mutually agree upon the upcoming quarter's lane rental needs of the Renter which can be adjusted down with thirty (30) days' notice. Should the Renter desire to reduce lane usage and rent only a portion of the Facility during times identified as exclusive use, Renter shall be able to reduce lane usage and rent 7 or fewer lanes. At the same meeting, or more often, the Parties also agree to include a discussion of the upcoming Facility schedule and scheduled maintenance, general operational and maintenance aspects and other topics of mutual interest covered by this Agreement.

Payment:

15. Renter shall be billed thirty (30) days in advance, on a monthly basis. Monthly rental invoices should be sent via email to Jim Levison at jimlevison@gmail.com and Carol MacPherson at carolmacpherson22@gmail.com. Renter shall not be deemed to have received an invoice unless the Company has sent the invoice via email to at least one of the emails listed in this Section 15.
16. Monthly payment is due from Renter on or before the date that is thirty (30) days following the date on which the Company has delivered the monthly rental invoice to Renter in accordance with Section 15. Renter has the option to make payment 1) in person at the Company's offices during regular business hours, 2) via US Mail, 3) via overnight delivery service or 4) via the Company's PayPal account.
17. Agreement is subject to termination for non-payment if after Renter has received written notification from the Company of any delinquent monthly rental payment, Renter has not made such payment within seven (7) days after Renter's receipt of written notice of delinquency of payment.
18. The monthly payments should be sent to Carole Hayworth, Team Sheeper, Inc., 501 Laurel St, Menlo Park, CA 94025. The Company will provide written updates to Renter if the Company's address and / or contact changes from what is listed in this Agreement.
19. Renter may also pay via PayPal to carole@menloswim.com under the no-fee option. If payment is submitted via PayPal under the fee option, Renter will pay the additional fees. If Renter uses PayPal for their monthly payment, Renter will send Company an email advising them of the date and amount of payment sent via PayPal. If when the Company reads the email, no Renter payment can be located, the Company and Renter will cooperate in locating and /or resolving the missing payment.

Policies:

20. At least one person who holds a current lifeguard certification and is certified in First Aid/CPR shall be supervising Renter's swimmers onsite at all times when there is exclusive use of the lap swim pool (facility) by Renter. During those times, there must be at least one other person certified as a lifeguard and is certified in First Aid/CPR on deck or in the pool to assist with rescues as needed. When seven (7) or fewer lanes of the Pool are being used by Renter, Company will provide on-deck lifeguards at no charge. Should the Renter so desire, the Renter may arrange with the Company to use Company lifeguards to provide some or all of this required supervision. Company shall furnish lifeguards at a rate of \$25 per hour per lifeguard.
21. Programming is limited to adult swim team, drop-in swimmers and swim for fitness members. Each swimmer shall possess a current United States Masters swimming card or



equivalent or have applied for such card or renewal card. No additional for fee lessons, water polo, camps, or other such programming is allowed without prior written approval of the Company.

22. Renter may conduct swim competitions one to two times per calendar year. The swim competition dates shall be confirmed with the Company 30 days prior to the calendar quarter of the swim competition. The Renter may collect and retain fees for such events at their discretion. Facility rental for such events will be \$3 per lane per hour.
23. Renter will maintain all related member's registration and payment records. The Company does not have access or rights to these records.
24. Renter must follow all written facility policies, a copy of which is attached to this Agreement as Exhibit "C" or will be attached prior to September 30, 2017. The Company will provide to Renter any updates or revisions prior to being implemented.
25. Renter and Company will create and maintain a respectful environment for all parties using the facility.
26. Any damages to the facility directly caused by Renter or Renter's customers will be the responsibility of the Renter.
27. Marketing or Club information of the Renter can be displayed in the bulletin board area and is subject to the Company's approval, which shall not be unreasonably withheld.
28. Facility is subject to closure due to "unexpected, unscheduled or emergency" maintenance. As soon as the need for this type of abnormal maintenance is determined or known, the Company shall use email, phone calls and /or text messages to notify the Renter of this maintenance. The Company will provide information about Facilities fitness or availability for rental and if not available for rental, an estimate for when the Facilities will again be available for rental. For all "normal, routine, scheduled or major" maintenance which is known more than seventy-two (72) hours in advance by the City of Palo Alto and/or the Company, the Company will provide advance email, phone calls and /or text messages notice to Renter as soon as possible and at least seventy-two (72) hours advance notice. Renter will not be charged for the facility during any of these closures via credit or refund on next month's invoice and payment.
29. Any other closures of the Facilities which prevents the Renter from using all or a portion of the Pool, will mean the Renter will not be charged for the facility during any of these closures via credit or refund on next month's invoice and payment.
30. Company will provide advance notice of more than seventy-two (72) hours of any scheduled events which prevents the Renter from using all or any portion of the Pool, such as, but not limited to, swim meets, private party use only of the Pool or other scheduled events. Renter will not be charged for the facility during any of these closures via credit or refund on next month's invoice and payment.
31. Company is in breach of this Agreement if any of the following conditions occur. As a result of any of these breaches, Renter will not be charged for the facility for so long as any of the following conditions exist and are continuing and a credit or refund will be given on next month's invoice and payment to the extent of any such breach or non-compliance by the Company (on a pro rata basis based on the number of days of non-compliance during the invoice period)
 - A. Pool water temperature below 76 degrees Fahrenheit or above 83 degrees Fahrenheit.
 - B. Shower and Bathroom areas temperatures below 68 degrees Fahrenheit or above 90 degrees Fahrenheit as registered on the heating control units located in either the male or female bathing and changing areas.



- C. Shower water temperatures below 102 degrees Fahrenheit or above 109 degrees Fahrenheit in either the male or female bathing and changing areas.
 - D. If any of these three conditions occur more than three (3) times in a thirty-day (30) rolling period, Renter shall have the right to terminate the Agreement with five days written notice.
 - 32. Renter shall comply with all Company written safety practices and safety programs, a copy of which is attached as Exhibit "D" or will be attached prior to September 30, 2017. The Company will provide to Renter any updates or revisions prior to being implemented.
 - 33. With prior written notification from Company of the other programs, including days, times and contact information, Renter may be sharing use of facility with other programs operating at the same time and must be courteous and cooperative with other users of the facility, e.g. users must agree on operating practices/procedures, use of amplified music, whistles, etc.
 - 34. All correspondence, invoices, modifications and Agreements should be sent to:
 - For the Renter
Carol MacPherson
3805 Magnolia Drive
Palo Alto, CA 94306-3232
(650) 799-9847
carolmacpherson12@gmail.com
- and
- Jim Levison
271 Jeter Street
Redwood City, CA 94062-1958
jlevison@gmail.com
650-854-3435
- For the Company
Carole Hayworth
Team Sheeper, Inc.
501 Laurel Street
Menlo Park, CA 94025
650-328-7946
carole@teamsheeper.com

CERTIFICATE OF INSURANCE

PRINT DATE: 9/24/2018

CERTIFICATE NUMBER: 20180921653692

AGENCY:

Integro USA Inc.
d/b/a Integro Insurance Brokers
2727 Paces Ferry Road, Building Two, Suite 1500
Atlanta, GA 30339
678-324-3300 (Phone), 678-324-3303 (Fax)

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

NAMED INSURED:

United States Masters Swimming, Inc. Rinconada Masters (38-RINC)
1751 Mound Street
Suite 201
Sarasota FL 34236

INSURERS AFFORDING COVERAGE:

INSURER A: Everest National Ins. Co. NAIC #: 10120
INSURER B: Everest National Ins. Co. NAIC #: 10120

EVENT INFORMATION:

USMS Registered Club Workouts (-)

POLICY/COVERAGE INFORMATION:

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INS	TYPE OF INSURANCE:	POLICY NUMBER(S):	EFFECTIVE:	EXPIRES:	LIMITS:
A	GENERAL LIABILITY				
	X Occurrence	SI8ML00043-181	10/1/2018 12:01 AM	10/1/2019 12:01 AM	GENERAL AGGREGATE (Applies Per Event) \$5,000,000
	X Participant Legal Liability				EACH OCCURRENCE \$1,000,000
					DAMAGE TO RENTED PREMISES (Each Occ.) \$1,000,000
					MEDICAL EXPENSE (Any one person) \$5,000
					PERSONAL & ADV INJURY \$1,000,000
					PRODUCTS-COMP/OP AGG \$2,000,000
B	UMBRELLA/EXCESS LIABILITY				
	X Occurrence	SI8EX00028-181	10/1/2018 12:01 AM	10/1/2019 12:01 AM	EACH OCCURRENCE \$10,000,000
					AGGREGATE \$20,000,000

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS:

Evidence of insurance only.

Coverage applies only to the United States Masters Swimming (USMS) sanctioned or approved events or activities specified on this certificate, and only if the club or workout group shown as a Named Insured on this certificate is a member in good standing with USMS at the time of the event or activity.

The General Liability policy includes \$1,000,000 Each Occurrence/\$5,000,000 Aggregate Abuse & Molestation coverage.

Coverage available under policy 9906-7881 is on file with the policyholder - Accident Medical coverage \$25,000 per person per accident with no deductible, excess of any other valid and collectible insurance - Accidental Death & Dismemberment \$5,000 per person per accident. Policy effective date: October 1, 2018/Policy expiration date: October 1, 2019.

CERTIFICATE HOLDER:

Carol Macpherson Aquatic Center, Inc. dba Rinconada Masters
3805 Magnolia Drive
Palo Alto CA 94306

NOTICE OF CANCELLATION:

Should any of the above described policies be cancelled before the expiration date thereof, notice will be delivered in accordance with the policy provisions.

AUTHORIZED REPRESENTATIVE:



Certificate of Completion

Blake Ragsdale

has successfully completed requirements for

Lifeguarding Instructor - valid 2 Years

conducted by
American Red Cross

Date Completed: 05/25/2017

Instructors: Tyler Stetson



Certificate ID: 102I89

To verify, scan code or visit:
redcross.org/confirm

Certificate.pdf

Open with





Certificate of Completion

Stan Weiss

has successfully completed requirements for

Lifeguarding/First Aid/CPR/AED - valid 2 Years

conducted by

American Red Cross

Date Completed: 11/19/2017

Instructors: Blake Ragsdale



Certificate ID: GVFR1

To verify, scan code or visit:
redcross.org/confirm

[PRINT](#)

[DOWNLOAD PDF](#)



Certificate of Completion

Xiauqing Wu

has successfully completed requirements for

Lifeguarding/First Aid/CPR/AED - Valid 2 Years

conducted by
American Red Cross

Date Completed: **Sun Nov 19 2017**

Instructors: **Blake Ragsdale**



Certificate ID: GVFRL3

To verify, scan code or visit: <https://www.redcross.org/on/demandware.store/Sites-RedCross-Site/default/Certificates-ViewAndPrint?certnumber=GVFRL3&selectedCerts=id-GVFRL3>



STUDENT NAME

Carol Macpherson

ISSUE DATE

06/24/2017

AED YES NO

X

EXPIRATION DATE

06/2019

Adult CPR YES NO

X

Child CPR YES NO

X

Infant CPR YES NO

X

First Aid YES NO

X



(800) 215-9555 | www.emssafety.com

The holder of this card has successfully completed the training and skills testing required for certification in the EMS Safety course(s) specified. Training is consistent with the most current AHA ECC Guidelines, and exceeds the requirements by Federal OSHA for a workplace responder.

Access Student Portal: www.emssafety.com/login

INSTRUCTOR NAME

Ramesh "Kali" Azariah

INSTRUCTOR NUMBER

CA3949

INSTRUCTOR EMAIL

support@allcareplus.org

INSTRUCTOR PHONE

650-424-0204

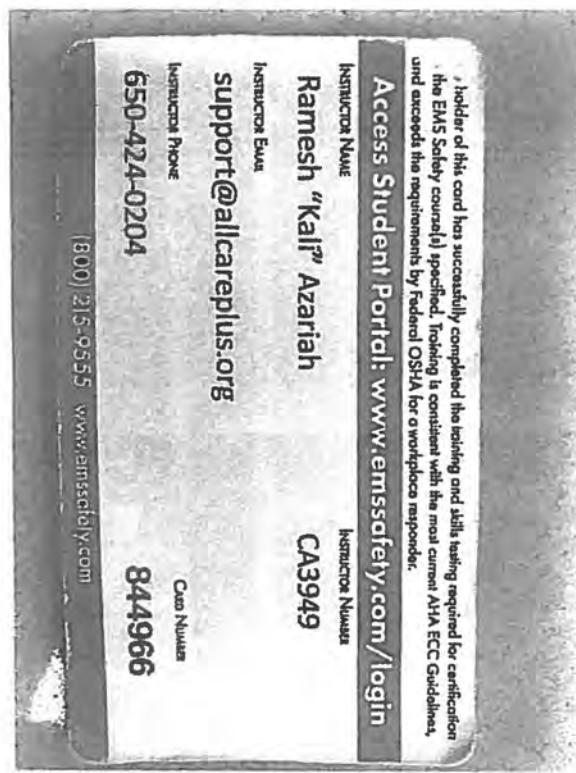
CARD NUMBER

844978

(800) 215-9555 | www.emssafety.com

CPR FIRST AID		STUDENT NAME	James Shaw		
ISSUE DATE	06/24/2017	AED	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	
EXPIRATION DATE	06/2019	Adult CPR	<input checked="" type="checkbox"/>		
		Child CPR	<input checked="" type="checkbox"/>		
		Infant CPR	<input checked="" type="checkbox"/>		
		First Aid	<input checked="" type="checkbox"/>		
(600) 215-9555 www.emssafety.com					





Carol Macpherson <carol.macpherson22@gmail.com>
To: Padraic Romfh <jromfh@yahoo.com>

Mon, Oct 22, 2018 at 8:18 PM

still to big
carol
[Quoted text hidden]

4 attachments

Image1.jpeg
105K



Student Name

Janet Littlefield

Issue Date

06/24/2017

AED

Expiration Date

06/2019

Adult CPR Child CPR Infant CPR First Aid 

(800) 215-9553 www.emssafety.com

The holder of this card has successfully completed the training and skills testing required for certification in the EMS Safety course(s) specified. Training is consistent with the most current AHA ECC Guidelines, and exceeds the requirements by Federal OSHA for a workplace responder.

Access Student Portal: www.emssafety.com/login

Instructor Name

Ramesh "Kali" Azariah

Instructor Number

CA3949

Instructor Email

support@allcareplus.org

Instructor Phone

650-424-0204

Card Number

844980

(800) 215-9553 www.emssafety.com



Student Name

Bill Coggshell

Issue Date

06/24/2017

AED

Expiration Date

06/2019

Adult CPR Child CPR Infant CPR First Aid 

(800) 215-9553 www.emssafety.com

The holder of this card has successfully completed the training and skills testing required for certification in the EMS Safety course(s) specified. Training is consistent with the most current AHA ECC Guidelines, and exceeds the requirements by Federal OSHA for a workplace responder.

Access Student Portal: www.emssafety.com/login

Instructor Name

Ramesh "Kali" Azariah

Instructor Number

CA3949

Instructor Email

support@allcareplus.org

Instructor Phone

650-424-0204

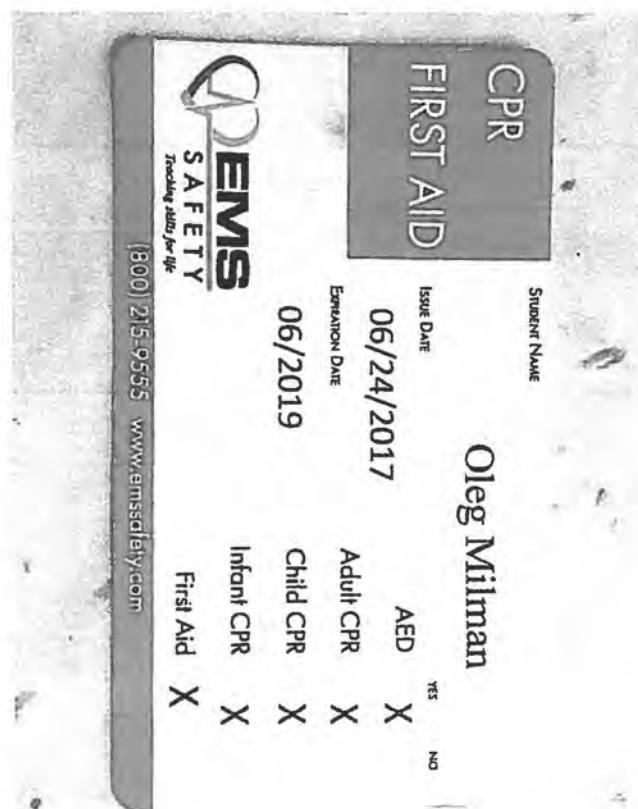
Card Number

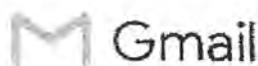
844979

(800) 215-9553 www.emssafety.com

20181022_072149.jpg

Open with





Carol Macpherson <carol.macpherson22@gmail.com>

Re: Bring copy of your CPR / Life guard cerfication

1 message

Shahe Krakirian <shahe28@gmail.com>
To: Carol Macpherson <carol.macpherson22@gmail.com>

Fri, Oct 19, 2018 at 5:23 PM

Hi Carol,

See attached images of the front and back.

-Shahe

On Oct 19, 2018, at 1:36 PM, Carol Macpherson <carol.macpherson22@gmail.com> wrote:

I will need them asap for City Council meetings

If you are on this list but did not take the course
let me know.carol
rinc**2 attachments****image1.jpeg**
51K**image2.jpeg**
43K



STUDENT NAME

Oleg Milman

ISSUE DATE

06/24/2017

YES

NO

AED X

EXPIRATION DATE

06/2019

Adult CPR X

Child CPR X

Infant CPR X

First Aid X



(800) 215-9555 www.emssafety.com

The holder of this card has successfully completed the training and skills testing required for certification in the EMS Safety course(s) specified. Training is consistent with the most current AHA ECC Guidelines, and exceeds the requirements by Federal OSHA for a workplace responder.

Access Student Portal: www.emssafety.com/login

INSTRUCTOR NAME

INSTRUCTOR NUMBER

Ramesh "kali" Azariah

CA3949

INSTRUCTOR EMAIL

support@allcareplus.org

INSTRUCTOR PHONE

650-424-0204

CARD NUMBER

844973

(800) 215-9555 www.emssafety.com



The holder of this card has successfully completed the training and skills testing required for certification in the EMS Safety course(s) specified. Training is consistent with the most current AHA ECC Guidelines, and exceeds the requirements by Federal OSHA for a workplace responder.

Access Student Portal: www.emssafety.com/login

INSTRUCTOR NAME

Ramesh "Kali" Azariah

INSTRUCTOR NUMBER

CA3949

INSTRUCTOR EMAIL

support@allcareplus.org

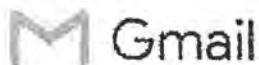
INSTRUCTOR PHONE

650-424-0204

CARD NUMBER

844972

(800) 215-9555 www.emssafety.com



Carol Macpherson <carol.macpherson22@gmail.com>

Re: Bring copy of your CPR / Life guard cerfication

1 message

Shahe Krakirian <shahe28@gmail.com>
To: Carol Macpherson <carol.macpherson22@gmail.com>

Fri, Oct 19, 2018 at 5:23 PM

2 attachments



image1.jpeg
51K



image2.jpeg
43K

<https://mail.google.com/mail/u/0/?ik=d4b2fbef2&view=pt&search=all&permthid=thread-a%3Ar35406...> 10/19/2018

(9)



Carol Macpherson <carol.macpherson22@gmail.com>

Elimination of Rinconada Masters Program

5 messages

Nate Gallon <ngallon3@gmail.com>
To: parkreccommission@cityofpaloalto.org
Cc: citycouncil@cityofpaloalto.org, carol.macpherson22@gmail.com

Tue, Oct 23, 2018 at 5:13 PM

My name is Nate Gallon. I write to you on behalf of my swim team, Rinconada Masters.

Last week, Carol MacPherson, another Masters representative and I met with Tim Sheeper at his offices in Menlo Park to discuss the renewal of Rinconada Masters' contract for 2019 and beyond. Unfortunately, Tim told us quite clearly that he had no plans to renew our subcontract for Masters swimming at Rinconada after the contract expires on December 31, 2018. To say that we were surprised and dismayed is an understatement. Despite our team's working in good faith with Tim's organization throughout the duration of our current contract, Tim simply indicated that he no longer wanted to work with us. At our meeting with Tim last week, he was not interested in discussing revised pricing or lane sharing with us. He did not want to consider our contracting with his lifeguards to cover our swim practices even though Tim did reach agreement with PASA on its usage of the pool with revised pricing for 2019. Is Rinconada Masters not entitled to a similar courtesy?

Nor does Tim have a plan for masters at Rinconada beginning on January 1, 2019. He does not have pricing or workout times determined and he does not have a masters coach or team ready to go. Not has he solicited feedback from Rinconada Masters team members on what any alternative masters program would look like. As it currently stands, we will have no Masters program at Rinconada Pool beginning on January 1, 2019 even though we understood that service for all swim programs at Rinconada was supposed to continue under the new contract. Reduction in or elimination of the masters program beginning on January 1, 2019 does not represent "expanded aquatics services".

There is a straightforward way to address this situation. We have an existing Masters program that is already an integral part of the Palo Alto community - our team. Rinconada Masters is a Palo Alto institution and is ready and excited to continue to serve the Palo Alto community (and beyond) as it has for the last 46 years. Our team under Carol MacPherson should continue to be able to manage the Masters program at Rinconada. We have wanted to present Masters subcontracting proposals to Tim that will provide for enhanced economics for Tim's organization but have been told that those proposals will not make a difference in Tim's decision. Our team is to leave Rinconada on December 31, 2018. End of story. No discussion. No appeal. No compromise.

I have been swimming at Rinconada pool since 1999 and have been part of the Rinconada Masters program since 2001. In addition to our program serving the Palo Alto community, what I find most inspiring about the Rinconada Masters program and Carol is the number of senior citizens in our program. Our Rinconada Masters program has just the right combination of structure and flexibility in the workouts and approach to swimming that makes this program unique. It is very different from Tim's Menlo Masters program, the program approach that I would expect Tim to implement if he ever decided to have a different masters program at Rinconada. I am a Menlo Park resident but I choose to come to Rinconada because of Carol and our program's approach and because it is not Menlo Masters. We should preserve this approach at Rinconada and not discard it out of hand.

Tim has made it clear that he considers our team difficult to work with and that he no longer wishes to engage with us. I firmly believe that we have been constructive throughout the duration of our subcontract with Tim's organization. Further, we believe that we can work constructively with Tim to come to agreement on a new Masters subcontract at Rinconada. I would personally volunteer to work with Tim to come up with an arrangement on pricing, lane usage and life guard coverage that can work for all parties.

We urge the commission and Tim to engage with Rinconada Masters. Our program is a community resource, and this resource will be lost if we simply scrap Rinconada Masters out of hand without even attempting to explore how we can preserve this 46-year old Palo Alto institution.

Best Regards,

Nate Gallon

Sent from my iPhone

To City of Palo Alto Council

October 29, 2018

From Carol Macpherson, Founder and Rinconada Masters Swimming Coach since 1973 (46 years) and proud member of United States Masters swimming organization described below:

U.S. Masters swimming encourages adults to enjoy the health, fitness, and social benefits of swimming by providing more than 2,000 adults swim programs and events across the country, including open water and pool competitions. USMS nearly 65,000 members range from age 18 – 99 and include swimmers of all ability levels. USMS, a nonprofit, also trains and certifies coaches and provides other valuable information.

Our Rinconada coaches have gone to clinics **every year** to be certified by USMS as coaches and are proud to have learned and to practice all aspects of coaching master swimmers of all ages and abilities.

Prior to Team Sheeper's contract, the Rinconada Masters' safety protocol for the prior 45 years at the Rinconada pool consisted of our coaches being certified in CPR, AED, and First Aid. The City of Palo Alto's previous aquatic directors felt we complied with their requirements. We had no complaints and a strong working relationship. We currently have 3 certified life guards and 14 swimmers who are certified in CPR, AED and First Aid. These certifications are through OSHA which follows guidelines of the Red Cross and the American Heart Association.

For safety reasons, I felt having additional swimmers on our team with this certification would be beneficial to our program--a practice we also followed 15 years ago when we had 24 swimmers certified

- Since its inception, Rinconada has always had a productive and positive relationship with the City, parks and rec. dept and previous aquatic directors
- We are a big part of the local community and have demonstrated this in our efforts to work together over the past 46 years
- We are more than willing to work with Team Sheeper
- Please keep our present team at Rinconada pool.

RINCONADA MASTERS—LIFEGUARDING

One of Team Sheeper's reasons for not renewing the Rinconada Masters contract is due to lifeguarding issues.

In the Fall of 2017, Team Sheeper notified our head coach, Carol MacPerson, that our team needed to hire lifeguards to cover our swim practices during the times that we had exclusive use of the pool. This totals 10.5 hours per week.

An option was to hire Team Sheeper's lifeguards at \$25.00 per hour, per guard which would cost our team \$1050.00 per month. In addition to our pool rental dues, this posed financial difficulties for our team.

Carol notified Team Sheeper that she would find an American Red Cross Lifeguard Instructor and would be asking Rinconada Master swimmers to volunteer their time and take the lifeguarding course along with the coaches, Carol and Terri.

There were a total of 6 participants who took the 2 day 20 hour course in November of 2017 at Rinconada pool.

At its completion 3 of us passed the lifeguard certification course. Even though 3 of the 6 participants did not pass the rigorous course, they did complete the full 2 day, 20 hour program.

As of October, 2018, we found and hired 2 additional lifeguards and we are still looking for 1-2 more. With there being a shortage of lifeguards, this process is slow and difficult.

Rinconada Masters is committed to safety in and around Rinconada pool. We are continuing to search for lifeguards and are doing our best to remedy the lifeguard situation.

Sincerely,
Terri Baxter-Smith
Assistant Coach—Rinconada Masters

To City of Palo Alto Council

October 29, 2018

From Carol Macpherson, Founder and Rinconada Masters Swimming Coach since 1973 (46 years) and proud member of United States Masters swimming organization described below:

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- We are a big part of the local community and have demonstrated this in our efforts to work together over the past 46 years
- We are more than willing to work with Team Sheeper
- Please keep our present team at Rinconada pool.

Camille de Solages
557 Maybell Avenue
Palo Alto, CA 94306

Palo Alto, October 28th, 2018

Dear City Council,

I have been a member of Rinconada Masters since 3 years and would like to express my support to this program.

I am a 37 years old working mother, with 2 children of 4 years old and 6 months. Over the past 3 years, swimming at Rinconada masters has been a very important part of my life balance, providing me with a way to exercise and feel well in my body, away from the stress of family duties and work pressure.

I believe that the spirit of Rinconada Masters is very unique in that it offers its members the ability to swim with competitive or not competitive goals as they desire, and always with the encouragements of the coach and the great atmosphere the community of its members have created over the year. Carol and Terry have been very supportive when I have experienced serious back ache and have provided me with personalized advice to keep practicing and adjust my practice to relief the pain. After my pregnancies, I have felt like swimming at Rinconada masters was a great chance to go back to shape at my own pace, with adjustable swimming goals. I know that I would not have found the same support and flexibility of workouts in any other masters in Palo Alto or neighboring cities or in open lap swim programs.

The community of members is amazing. I am especially impressed with the group of women who have been swimming together for years at Rinconada. In addition to swimming 3 times or more every week, they find at Rinconada their peers. Clearly, the masters is a very important part of their social life. Where else could women from 20 to 80 years old practice together each at their own pace and be able to share their passion for sport without regards to their age? And after the practice enjoy discussing private and social matters in a joyful spirit? Coming from France and without much social roots in the Bay Area, I was surprised and pleased by the welcoming and warm environment of the club.

I feel very lucky I can swim with Rinconada Masters members under the coaching of Carol Macpherson and Terry and do not think I would be able to find any equivalent program if it were to disappear.

Best regards
Camille de Solages

RINCONADA MASTERS—LIFEGUARDING

One of Team Sheeper's reasons for not renewing the Rinconada Masters contract is due to lifeguarding issues.

In the Fall of 2017, Team Sheeper notified our head coach, Carol MacPerson, that our team needed to hire lifeguards to cover our swim practices during the times that we had exclusive use of the pool. This totals 10.5 hours per week.

An option was to hire Team Sheeper's lifeguards at \$25.00 per hour, per guard which would cost our team \$1050.00 per month. In addition to our pool rental dues, this posed financial difficulties for our team.

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As of October, 2018, we found and hired 2 additional lifeguards and we are still looking for 1-2 more. With there being a shortage of lifeguards, this process is slow and difficult.

Rinconada Masters is committed to safety in and around Rinconada pool. We are continuing to search for lifeguards and are doing our best to remedy the lifeguard situation.

Sincerely,
Terri Baxter-Smith
Assistant Coach—Rinconada Masters

My name is Timothy Groves. I am currently a Palo Alto resident and a member of Rinconada Masters swim club. We currently have a contract with Team Sheeper for our use of the Rinconada pool. We support this contract and abide by it willingly.

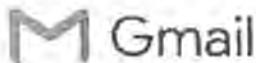
Last week Tim Sheeper informed us that he intends to unilaterally cancel our contract after the New Year and reassign our swim lanes to another group. This would effectively bar us from using Rinconada pool, which we have done continuously since 1972.

As one reason he cites the lack of certified lifeguards and individuals certified in CPR/AED. This is incorrect. We have three lifeguards with current and valid Red Cross certificates. In addition we have 14 swimmers with current and valid CPR/AED certification. We meet our contractual obligation to have these people present and on duty at the pool.

He further cites that Rinconada Masters fail to communicate with Team Sheeper. This is a misrepresentation, as we are perfectly willing to communicate. In fact, no one in our group has ever seen Tim Sheeper at the pool during our designated workout times. Most of us have never met him. He is simply never present.

We therefore have two requests to put before the Parks and Recreation Council:

- Our existing contract between Rinconada Masters and Team Sheeper be renewed effective January 1, 2019, with no change in our use of the facility.
- Parks and Recreation increase its oversight of contractor Team Sheeper to prevent what threatens to become a devastating and unfair situation for Rinconada Masters.



Carol Macpherson <carol.macpherson22@gmail.com>

City Council Meeting

3 messages

Paul Cipriano <PCipriano@endovascularsurgery.com>
To: "carol.macpherson22@gmail.com" <carol.macpherson22@gmail.com>

Sat, Oct 27, 2018 at 4:25 PM

I'm here representing the Rinconada Masters Swim Team. Rinconada Masters is a group of adult largely PA residents that has been active for 40+ yrs and is recognized in the Masters Swim community.

1 year ago PA contracted with a private company to run Rinconada Pool; although, the city owns it and is financially responsible for it.

The private company's currently proposed renewal contract excludes the existing subcontract with Rinconada Masters citing 3 reasons:

1 Safety – there are not always 2 life guards on duty at all times.

2 Communication – Rinconada Masters does not communicate with the private company.

3 Respect – I don't know what this means in this situation.

R.M. disagrees with the facts that are being presented regarding the 3 reasons cited, but, to keep it simple, R.M. will have 2 life guards on duty during our hours, and we are interested in working with the private operators of the pool to improve communication.

There is no good reason why R.M., a group of largely PA residents, that has been active for 40+ yrs, should not be allowed to exist under a renewed subcontract with the private company that runs the city's pool.



Carol Macpherson <carol.macpherson22@gmail.com>

Proposed Changes to Rinconada Pool and the Rinconada Masters' contract

5 messages

Richard Bone <rgab1@pobox.com> Tue, Oct 23, 2018 at 4:23 PM
To: parkrec.comission@cityofpaloalto.org
Cc: city.council@cityofpaloalto.org, carol.macpherson22@gmail.com, jimshaw45@gmail.com, jimlevison@gmail.com

To whom it may concern:

When it is revealed that a U.S. Masters-affiliated swim club, that has been using the Rinconada Pool facility for more than 40 years without blemish, flaw, incident or upset, is about to be turfed out for no stated reason it would be the most blinkered city official who did not take notice.

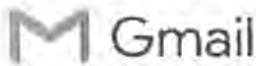
True, Palo Alto has changed a lot over those 40 years. But many of its citizens and their needs have not. The basic parameters of a regular lap swim are the same year to year and are not that complicated. The Rinconada Masters members have been model citizens and responsible users of the facility since before many of its current staff were born.

What is the point of keeping and maintaining such a pool facility if a body of its core, dedicated, and frequent users are going to be summarily jettisoned from its community without thought, consideration or reason?

The Rinconada Masters lap swim program should be cherished and upheld as a constant of the community and not simply discarded during an administrative upheaval.

Richard Bone

—
Richard G. A. Bone
Rinconada Masters member since 2012
rgab1@pobox.com; cell: 650 714 7897



Carol Macpherson <carol.macpherson22@gmail.com>

City Council Meeting

3 messages

Paul Cipriano <PCipriano@endovascularsurgery.com>
To: "carol.macpherson22@gmail.com" <carol.macpherson22@gmail.com>

Sat, Oct 27, 2018 at 4:25 PM

I'm here representing the Rinconada Masters Swim Team. Rinconada Masters is a group of adult largely PA residents that has been active for 40+ yrs and is recognized in the Masters Swim community.

1 year ago PA contracted with a private company to run Rinconada Pool; although, the city owns it and is financially responsible for it.

The private company's currently proposed renewal contract excludes the existing subcontract with Rinconada Masters citing 3 reasons:

1 Safety – there are not always 2 life guards on duty at all times.

2 Communication – Rinconada Masters does not communicate with the private company.

3 Respect – I don't know what this means in this situation.

R.M. disagrees with the facts that are being presented regarding the 3 reasons cited, but, to keep it simple, R.M. will have 2 life guards on duty during our hours, and we are interested in working with the private operators of the pool to improve communication.

There is no good reason why R.M., a group of largely PA residents, that has been active for 40+ yrs, should not be allowed to exist under a renewed subcontract with the private company that runs the city's pool.



Carol Macpherson <carol.macpherson22@gmail.com>

Proposed Changes to Rinconada Pool and the Master's

1 message

Marija Jovanovic <pubspro@gmail.com>

Tue, Oct 23, 2018 at 3:32 PM

To: parkrec.comission@cityofpaloalto.org

Cc: city.council@cityofpaloalto.org

Bcc: carol.macpherson22@gmail.com

We, the Rinconada swimmers, are the taxpayers of Palo Alto who have given our tax money to build the pool and maintain it for 40+ years.

We are a diverse group of people united by our love for swimming, for our coaches, and our care and respect for each other.

We feel that we deserve to keep the pool for our community recreation needs instead of giving it away to a private party.

It would be a sad day if our Master's program is effectively canceled.

Please reconsider this new contract that disregards our needs and look towards finding a win-win solution instead.

Thanks and regards,

Marija Jovanovic

612 Forest Avenue, Palo Alto

My name is Timothy Groves. I am currently a Palo Alto resident and a member of Rinconada Masters swim club. We currently have a contract with Team Sheeper for our use of the Rinconada pool. We support this contract and abide by it willingly.

Last week Tim Sheeper informed us that he intends to unilaterally cancel our contract after the New Year and reassign our swim lanes to another group. This would effectively bar us from using Rinconada pool, which we have done continuously since 1972.

As one reason he cites the lack of certified lifeguards and individuals certified in CPR/AED. This is incorrect. We have three lifeguards with current and valid Red Cross certificates. In addition we have 14 swimmers with current and valid CPR/AED certification. We meet our contractual obligation to have these people present and on duty at the pool.

He further cites that Rinconada Masters fail to communicate with Team Sheeper. This is a misrepresentation, as we are perfectly willing to communicate. In fact, no one in our group has ever seen Tim Sheeper at the pool during our designated workout times. Most of us have never met him. He is simply never present.

We therefore have two requests to put before the Parks and Recreation Council:

- Our existing contract between Rinconada Masters and Team Sheeper be renewed effective January 1, 2019, with no change in our use of the facility.
- Parks and Recreation increase its oversight of contractor Team Sheeper to prevent what threatens to become a devastating and unfair situation for Rinconada Masters.

FOURTH ANNUAL

Registration
Deadline April 27
NO RACE DAY ENTRIES

TRIATHLON

8 a.m. Sunday, May 5, 1985

TRIATHLON COURSE

START: Sand Hill Rd. at Interstate 280 Check-In 7 a.m., race begins at 8 a.m.
RUN: 3.7 miles along Portola Rd. to the Portola Valley Town Hall
BIKE: 7.6 miles along Portola, Alpine and Junipero Serra to Lake Lagunita at Stanford University
SWIM: 3/4 mile around looped course in Lake Lagunita
FINISH: Lake Lagunita Boat House

RELAY TEAMS

In addition to the various divisions for individual competition, 3 person relay teams may also enter, with each person competing in one leg of the triathlon. The lead-off runner in a relay team may also compete as an individual "triathlete" for an additional entry fee of \$20.

REGISTRATION & FEES

Register by sending in the entry form below by April 23, NO RACE DAY ENTRIES. Registration fees are \$20 for an individual entry, \$30 for a three-person relay team. The lead off runner in a relay team can also race the whole course as a triathlete by paying her/his \$10 portion of the relay fee plus the \$20 individual fee.

AWARDS

Medals will be awarded to the first place winners in all entry divisions, including each relay team member. Ribbons will be given to second through sixth place winners in each division.

BIKE START

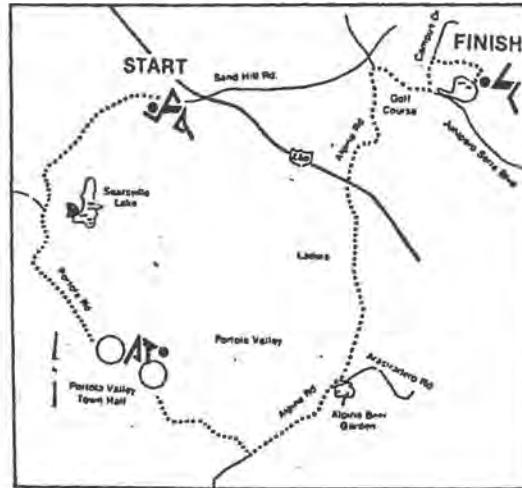
Bikes must be placed by participants before the beginning of the race at the bike start, located in the parking lot of the Portola Valley Town Hall on Portola Rd. Monitors will provide security at both the bike start and finish, but the race sponsors are not responsible for damage or theft of equipment.

SAFETY

Ambulance, traffic control and life guards will be on hand throughout the race. Bikers are required to use helmets and swimmers must wear orange or red caps.

T-SHIRTS

All participants will receive free commemorative T-shirts (pick-up details included in race packet).



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Palo Alto Weekly

Proceeds to Rinconada Masters Swim Program, Stanford mens & womens swim teams, and Stanford Childrens Hospital



RAPP'S
SHOES



Proclamation

Honoring Tiffany Shiu

WHEREAS, Tiffany Shiu is a Palo Alto resident and a Senior at Gunn High School; and

WHEREAS, Tiffany Shiu conducted research on suicide by firearms in Santa Clara County as part of the 2018 Santa Clara County District Two Public Policy and Law Internship and Fellowship Program; and

WHEREAS, Tiffany Shiu conducted a statistical analysis of firearm suicide deaths per capita by gender, age, ethnicity, and city of residence in the County from 2014-2017; and

WHEREAS, Tiffany Shiu synthesized population data, best practices, and county employees' perspectives into policy recommendations to increase awareness of suicide prevention resources and reduce access to lethal means; and

WHEREAS, Tiffany Shiu presented key findings before an esteemed panel of county leadership and local elected officials; and

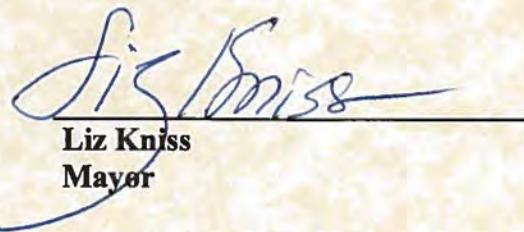
WHEREAS, Tiffany Shiu received the Evergreen Valley College Department of Political Science Distinction in Research Award for her report; and

WHEREAS, Tiffany Shiu has helped youth learn about and embrace Chinese culture and heritage as a Teacher Assistant with the Wisdom Culture and Education Organization; and

WHEREAS, Tiffany Shiu serves as Head Coach of the Jane Lathrop Stanford Middle School 6th Grade Girls Volleyball Team.

NOW, THEREFORE, I, Liz Kniss, Mayor of the City of Palo Alto on behalf of the entire City Council do hereby recognize Tiffany Shiu for her leadership, comprehensive report with pragmatic policy recommendations, and her willingness to take on a sensitive issue that continues to affect our city and county.

Presented: October 29, 2018



Liz Kniss
Mayor