



# CITY COUNCIL ACTION MINUTES

Special Meeting  
January 23, 2023

The City Council of the City of Palo Alto met on this date in the Council Chambers and by virtual teleconference at 5:00 P.M.

Present In Person: Burt, Kou, Lauing, Lythcott-Haims, Stone, Tanaka, Veenker

Present Remotely: None

Absent: None

## Special Orders of the Day

AA1. Proclamation for Lunar New Year

## Closed Session

### 1. CONFERENCE WITH CITY ATTORNEY

Subject: Written Liability Claim Against the City of Palo Alto by James Goodrich  
(Claim No. C22-0013)

Authority: Government Code Section 54956.9(e)(3)

### 2. CONFERENCE WITH LABOR NEGOTIATORS

City Designated Representatives: City Manager and his Designees Pursuant to Merit System Rules and Regulations (Ed Shikada, Kiely Nose, Sandra Blanch, Nicholas Raisch, Molly Stump, and Caio Arelleano)

Employee Organization: Service Employees International Union, (SEIU) Local 521, Utilities Management and Professional Association of Palo Alto (UMPAPA) Palo Alto Peace Officer's Association (PAPOA), Palo Alto Police Management Association (PMA), International Association of Fire Fighters (IAFF) local 1319, Palo Alto Fire Chiefs Association (FCA),; Authority: Government Code Section 54957.6 (a)

**MOTION:** Council Member Veenker moved, seconded by Council Member Burt to adjourn to Closed Session.

**MOTION PASSED: 7-0**

# ACTION MINUTES

Council went into Closed Session at 5:05 P.M.

Council returned from Closed Session at 7:21 P.M.

Mayor Kou indicated there was no reportable action

## Study Session

3. Presentation of the Annual Community Survey Results

**Action:** None taken

## Agenda Changes, Additions and Deletions

No changes

DocuSign Envelope ID: F9093676-EAC1-4789-9D4A-AF5BD7424DFC

## Public Comment

## Consent Calendar

Council Member Tanaka registered a no vote on Agenda Item Number 4, 5, 10.

Council Members Burt, Stone, Tanaka requested to pull item 7.

**MOTION:** Council Member Burt moved, seconded by Vice Mayor Stone to approve Agenda Item Numbers 4-6, 8-12.

**MOTION SPLIT FOR PURPOSES OF VOTING:**

**AGENDA ITEMS 6, 8-12 PASSED: 7-0**

**AGENDA ITEMS 4, 5, 10 PASSED: 6-1, Tanaka No**

# ACTION MINUTES

4. Approval of a General Services Agreement Contract Number C23185605 with Linko Technology, Inc. for the Amount of \$219,447 Over a Seven-Year Term for Pretreatment Program Software
5. Review and Acceptance of Annual Status Report on Development Impact Fees for Fiscal Year 2022 and Adoption **Resolution 10092** Making Statutory Findings under Govt. Code section 66001
6. Approval of Contract Number C23186552 With Downtown Streets Team, Inc. for a Total Not-to-Exceed Amount of \$160,477 for Fiscal Year 2023 for Workforce Development Services
7. Parks and Recreation Commission Recommendation to Adopt an Ordinance Amending PAMC Section 22.04.220 to Regulate Electric Bicycles and Electric Coasting Devices in Parks and Open Spaces (item continued)
8. Acceptance of the Macias Gini & O'Connell Audit of the City of Palo Alto's Financial Statements as of June 30, 2022 and the Management Letter; Approval of the FY 2022 Annual Comprehensive Financial Report (ACFR); and Amendments to the FY 2022 Budget in Various Funds, as Recommended by the Finance Committee
9. Adopted **Resolution 10093** to Extend the Appointment of Adriane D. McCoy of Baker Tilly US, LLP as Interim City Auditor Through April 30, 2023
10. Approval of Contract with CivicPlus, LLC (C23186719) for CivicRec Recreation Management Software for a Period of Six Years in an Amount Not to Exceed \$735,065 (Including a 5% Contingency for Additional Services Amount of \$29,229)
11. Adopted **Resolution 10094** Establishing the Council Annual Calendar of Meetings, Breaks and Council Events for Calendar Year 2023
12. Approval of Recommendations on Process for 2023 Council Priority Setting Retreat

## City Manager Comments

## Action Items

13. PUBLIC HEARING / QUASI-JUDICIAL. 575 Los Trancos [21PLN-00196]: Adoption of a Record of Land Use Action Approving a Major Site and Design Application for the Construction of a new 7,245 Square Foot Single-Family Residence With a new 895

# ACTION MINUTES

Square Foot Accessory Dwelling Unit and Associated Site Improvements, on a 5.38-Acre Site. Zoning District: Open Space (OS). Environmental Review: Adoption of a Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program.

Council member Lauing recused himself from the item

Public Hearing opened at 10:15 P.M.

Public Hearing closed at 10:45 P.M.

**MOTION:** Council Member Burt moved, seconded by Mayor Kou to:

- 1) The Council refer this item back to the PTC for consideration of the following as the current proposal does not allow us to make the findings of section C. Request that the PTC evaluate project design modifications to meet the following objectives:
  - a) Evaluate a project design that provides for approximately 50-foot setback from the top of bank
  - b) Effective bird-safe glazing treatment of all glass surfaces achieving the American Bird Conservancy Threat Factor rating of 15.
  - c) Eliminate fencing that could impede wildlife movement along the creek.
  - d) Minimize nighttime lighting along the riparian corridor and allow only minimal lighting in all other locations. Lighting should not interfere with wildlife movement through the landscape, and all outdoor lighting should be limited to Correlated Color Temperature of 2700 Kelvin or less, and extinguished at 11PM.
  - e) Pool should be covered and fenced in a way that ensures that small animals, such as amphibians and reptiles cannot enter the swimming pool.
- 2) Request that staff return to Council with a plan and timeline amend the Zoning code Comprehensive Plan Policy N.3.3. and Program N3.3.1

**MOTION PASSED: 4-2, Tanaka, Lythcott-Haims No, Lauing Recused**

14. City Council discussion and direction regarding wage requirements for the contract for next Janitorial services
  - A. Review and Provide Direction on Wage and Benefits Requirements for Inclusion in a New Janitorial Services Request for Proposal (RFP)
  - B. Responsible Contracting Standards Colleague's Memo (Stone & Burt)

# ACTION MINUTES

**ACTION:** public comments accepted, but item continued to a future meeting

## Council Member Questions, Comments and Announcements

Adjournment: The meeting was adjourned at 12:19 AM. in honor of the victims of the tragedy in Monterey Park, CA on January 21, 2023.

ATTEST:

DocuSigned by:  
*Lesley Milton*  
E56491CF3DB34FA...

City Clerk

APPROVED:

DocuSigned by:  
*Lydia Kou*  
5BE1B1635F4F4B6...

Mayor

NOTE: Action minutes are prepared in accordance with Palo Alto Municipal Code (PAMC) 2.04.160(a) and (b). Summary minutes (sense) are prepared in accordance with PAMC Section 2.04.160(c). Beginning in January 2018, in accordance with Ordinance No. 5423, the City Council found action minutes and the video/audio recordings of Council proceedings to be the official records of both Council and committee proceedings. These recordings are available on the City's website.

**Certificate Of Completion**

Envelope Id: F9093676EAC147899D4AAF5BD7424DFC

Status: Completed

Subject: DocuSign: Action Minutes

Source Envelope:

Document Pages: 9

Signatures: 4

Envelope Originator:

Certificate Pages: 2

Initials: 0

Vinhloc Nguyen

AutoNav: Enabled

250 Hamilton Ave

Envelope Stamping: Enabled

Palo Alto , CA 94301

Time Zone: (UTC-08:00) Pacific Time (US &amp; Canada)

Vinhloc.Nguyen@CityofPaloAlto.org

IP Address: 199.33.32.254

**Record Tracking**

Status: Original

Holder: Vinhloc Nguyen

Location: DocuSign

2/14/2023 5:18:20 PM

Vinhloc.Nguyen@CityofPaloAlto.org

Security Appliance Status: Connected

Pool: StateLocal

Storage Appliance Status: Connected

Pool: City of Palo Alto

Location: DocuSign

**Signer Events****Signature****Timestamp**

Lydia Kou

Lydia.kou@cityofpaloalto.org

Council Member

Security Level: Email, Account Authentication  
(None)

DocuSigned by:

5BE1B1635F4F4B6...

Sent: 2/14/2023 5:23:11 PM

Viewed: 2/15/2023 3:38:37 AM

Signed: 2/15/2023 3:39:59 AM

Signature Adoption: Pre-selected Style

Using IP Address: 98.47.210.91

Signed using mobile

**Electronic Record and Signature Disclosure:**

Not Offered via DocuSign

Lesley Milton

Lesley.Milton@CityofPaloAlto.org

City Clerk

City of Palo Alto

Security Level: Email, Account Authentication  
(None)

DocuSigned by:

E56491CF3DB34FA...

Sent: 2/15/2023 3:40:00 AM

Viewed: 2/15/2023 9:27:03 AM

Signed: 2/15/2023 9:27:19 AM

Signature Adoption: Pre-selected Style

Using IP Address: 199.33.32.254

**Electronic Record and Signature Disclosure:**

Not Offered via DocuSign

**In Person Signer Events****Signature****Timestamp****Editor Delivery Events****Status****Timestamp****Agent Delivery Events****Status****Timestamp****Intermediary Delivery Events****Status****Timestamp****Certified Delivery Events****Status****Timestamp****Carbon Copy Events****Status****Timestamp****Witness Events****Signature****Timestamp****Notary Events****Signature****Timestamp****Envelope Summary Events****Status****Timestamps**

Envelope Sent

Hashed/Encrypted

2/14/2023 5:23:11 PM

Envelope Summary Events	Status	Timestamps
Certified Delivered	Security Checked	2/15/2023 9:27:03 AM
Signing Complete	Security Checked	2/15/2023 9:27:19 AM
Completed	Security Checked	2/15/2023 9:27:19 AM
Payment Events	Status	Timestamps