



# CITY COUNCIL ACTION MINUTES

Regular Meeting  
September 11, 2023

The City Council of the City of Palo Alto met on this date in the Council Chambers and by virtual teleconference at 5:30 P.M.

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

Present Remotely:

Absent:

## Special Orders of the Day

1. Presentation from Sibling Cities on the Palo Alto-Bloomington Sibling City Partnership
- AA1. Interview for the Architectural Review Board (Continued from September 5, 2023).

## Consent Calendar

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

Council Member Lythcott-Haims, Council Member Burt, and Council Member Tanaka requested to pull Item 9.

**MOTION:** Vice Mayor Stone moved, seconded by Council Member Lythcott-Haims to approve Agenda Item Numbers 3-8 and to pull Item 9 off the consent calendar.

## **MOTION SPLIT FOR THE PURPOSE OF VOTING**

**MOTION PASSED ITEMS 3-4, 6-8: 7-0**

**MOTION PASSED ITEMS 5: 6-1, Tanaka no**

3. Approval of Minutes from August 21, 2023 Meeting
4. Approval of Construction Contract Number C24188528 with Cratus, Inc. in the Amount Not-to-Exceed \$6,956,400 for the Water Main Replacement Project 29, Capital Improvement Program Project WS-15002; and Authorization for the City Manager to

# ACTION MINUTES

Negotiate and Execute Change Orders up to a Not-to-Exceed Amount of \$695,640. CEQA status – exempt under CEQA Guideline Sections 15301 and 15302.

5. Approve Participation in the GoGreen Home Energy Financing Program as Recommended by the Utilities Advisory Commission in an Amount Not-to-Exceed \$300,000 over a Term of up to Two Years, Authorizing the Execution of a Memorandum of Agreement with the California Alternative Energy and Advanced Transportation Financing Authority; and Approve a FY 2024 Budget Amendment in the Gas Fund; CEQA Status: Not a project.
6. Approve and Authorize the City Manager to Execute Amendment #1 to an MOA Between the City of Palo Alto and County of Santa Clara to Authorize up to Two County Clinicians to be Deployed on the City's Psychiatric Emergency Response Team (PERT) Justice and Mental Health Collaboration Program for Three Years at \$183,000 per Year (Not to exceed \$549,000); CEQA status - not a project.
7. Approve and authorize the City Manager or designee to execute a three-year Funding Agreement with the Palo Alto Transportation Management Association (TMA), providing \$200,000 in funding for FY24. CEQA status – not a project.
8. Approval to appoint the Chair of the Expanded Community Advisory Panel (XCAP) as an Ex Officio (non-voting) member on the Rail Committee; CEQA status - not a project.
9. Accept the Human Relation Commission's Recommended Contingency Plan for the Distribution of \$200,000 in Additional Funding for the FY2024-25 Human Services Resource Allocation Process Recipients; CEQA status – not a project.

## City Manager Comments

Ed Shikada, City Manager

## Study Session

2. Prescreening for proposed rezoning of 3265 El Camino Real to Planned Home Zone (PHZ)

## **NO ACTION**

## Action Items

# ACTION MINUTES

10. Approve the Revised Permanent Parklet Program Regulations; Provide Feedback on Incentives for Electric Heating on Parklets; and Adopt Legislation Creating an Ongoing Parklet Program, Creating Related Fees and Penalties, and Continuing Parklets in Certain Areas of University Avenue Downtown and the California Avenue Area. CEQA Status – Categorically Exempt (Sections 15301 and 15304(e)).

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

1. Approve changes to the permanent program regulations:
  - a. Changes to the parklet standards as written in Attachment A but: (1) allow sidewalk dining; and (2) remove any references to charging parklet renters to relocate and/or add bike facilities.
2. Adopt the following legislation to implement an ongoing parklet program:
  - a. Ordinance creating new PAMC Chapter 12.11 to implement an ongoing parklet program and amending various sections of Title 16 and 18 as recommended by the Planning and Transportation Commission to waive certain planning and zoning requirements for parklets. This ordinance will be effective April 1, 2024. (Attachment B).
  - b. Resolution establishing certain areas of the University Avenue Downtown and California Avenue area for use as parklets for eating and drinking or retail, excluding fitness. (Attachment C).
  - c. Ordinance amending the FY2024 Municipal Fee Schedule to add new fees related to parklets and adjust the annual renewal fee to \$250. (Attachment D).
  - d. Resolution amending the Administrative Penalty Schedule to add penalties for violating PAMC Chapter 12.11. (Attachment E).
3. Keep the ongoing parklet program as is, and direct staff to work with the Architectural Review Board (ARB) to create design standards and uniform guidelines as soon as possible.
4. Authorize staff to work with the Nordic Enovation House to apply principles of the program for an encroachment.

**MOTION PASSED: 7-0**

9. Accept the Human Relation Commission's Recommended Contingency Plan for the Distribution of \$200,000 in Additional Funding for the FY2024-25 Human Services Resource Allocation Process Recipients; CEQA status – not a project.

# ACTION MINUTES

Mayor Kou made a public disclosure on Item 9.

Council Member Burt made a public disclosure on Item 9.

**MOTION:** Council Member Burt moved, seconded by Council Member Veenker to accept the HRC's recommended contingency plan for the distribution of \$200,000 in additional funding for FY24-25 HSRAP recipients and direct the City Manager to execute agreements implementing such funding; and direct staff to return on consent with an allocation from the BSR of an additional \$45,000 for Ada's Cafe to be administered consistent with HSRAP standards.

**MOTION PASSED: 6-1, Tanaka no**


11. Receive the Human Relation Commission's Recommendations on the Evaluation and Celebration of Additional Dates to Advance Race & Equity, Including Through City Recognition and City Paid Holidays and Provide Direction to Staff on Further Actions. CEQA status – not a project.

**This item was not heard and referred to a future meeting.**


Adjournment: The meeting was adjourned at 11:28 P.M.

ATTEST:

APPROVED:

DocuSigned by:  
  
8091CE5898F6400...

City Clerk

DocuSigned by:  
  
5DE1B1635F4F4B6...

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: C33A57F786D64B8A9101A47AB725F0E7

Status: Completed

Subject: DocuSign: Council Minutes

Source Envelope:

Document Pages: 7

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

10/4/2023 8:53:17 AM

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...

Signature Adoption: Pre-selected Style

Using IP Address: 98.207.160.72

Signed using mobile

Sent: 10/4/2023 8:55:29 AM

Viewed: 10/4/2023 9:19:40 AM

Signed: 10/4/2023 9:20:52 AM

**Electronic Record and Signature Disclosure:**

Not Offered via DocuSign

Mahealani Ah Yun

Mahealani.AhYun@CityofPaloAlto.org

Interim City Clerk

Security Level: Email, Account Authentication  
(None)

DocuSigned by:



8691CE5898F6400...

Signature Adoption: Pre-selected Style

Using IP Address: 199.33.32.254

Sent: 10/4/2023 9:20:53 AM

Viewed: 10/4/2023 12:01:50 PM

Signed: 10/4/2023 12:03:18 PM

**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

10/4/2023 8:55:29 AM

Envelope Summary Events	Status	Timestamps
Certified Delivered	Security Checked	10/4/2023 12:01:50 PM
Signing Complete	Security Checked	10/4/2023 12:03:18 PM
Completed	Security Checked	10/4/2023 12:03:18 PM
Payment Events	Status	Timestamps