



# CITY COUNCIL ACTION MINUTES

Regular Meeting  
January 22, 2024

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

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

Present Remotely:

Absent:

## Consent Calendar

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

Council Member Burt, Lythcott-Haims, Veenker requested to Pull Agenda Item Number 3.

**MOTION:** Vice Mayor Lauing moved, seconded by Council Member Veenker to approve Agenda Item Numbers 1-9, and pull Agenda Item Number 3 off of Consent.

**MOTION PASSED ITEMS 1-2, 5, 7-8: 7-0**

**MOTION PASSED ITEMS 4, 6: 6-1, Kou no**

1. Approval of Minutes from January 8, 2024 Meeting
2. Approval of Purchase Order With Siemens Inc. in the Amount of \$489,527 for FY 2024 to Purchase Sixteen (16) 12KV Circuit Breakers for Hanover and Hansen Way Substations. CEQA Status: Exempt under CEQA Guidelines Section 15302 (Replacement of Existing Structures)
3. Adopt a Park Dedication Ordinance for the Tower Well site, 0.19 acres of land (8,437 square feet) at 201 Alma Street and approve the proposed name "Tower Well Park" as Recommended by the Parks and Recreation Commission. CEQA status - not a project.
4. Adoption of an Urgency Ordinance and an Ordinance Amending Palo Alto Municipal Code Title 18 (Zoning) Chapters 18.14 (Housing Incentives), 18.76 (Permits and Approvals), and 18.77 (Processing of Permits and Approvals) to Implement Housing Element Program 1.3 Creating By-Right Zoning Approval for Specific Housing Element Inventory Sites. CEQA

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Status: An Addendum to the City's Comprehensive Plan Environmental Impact Report was Prepared for the 2023-2031 Housing Element.

5. Adoption of an Ordinance Authorizing the Improvements to the Palo Alto Baylands as Part of the Horizontal Levee Pilot Project and Approval of a Cooperative Agreement with the Association of Bay Area Governments to Construct the Horizontal Levee Pilot Project (WQ-22001); CEQA – exempt under Section 15133
6. QUASI-JUDICIAL. 949 Scott Street [22PLN-00410]: Request for City Council Hearing on the Director's Decision to Approve a Variance application to Allow a New Single-Story, Single-Family Home with a Basement to Encroach into the Front, Side, and Rear Setbacks and Deviate from Standards for Below Grade Patio Side and Rear Setbacks, and Number of Parking Spaces. Zoning District: R-2. Environmental Assessment: Exempt from the California Environmental Quality Act per Section 15303.
7. QUASI-JUDICIAL. 420 Acacia [23PLN-00059]: Request for Approval of a Vesting Tentative Map to Allow for a Condominium Subdivision to Create 16 Units on a Single 35,573 Square Foot Parcel. The Subdivision map Would Facilitate Construction of the Previously Approved 33,833 Square Foot Mixed-use Development Project (23PLN-00058). Environmental Assessment: Exempt from the Provisions of the California Environmental Quality Act in Accordance with CEQA Guidelines Section 15332 (In-fill Development) and 15315 (Minor land Divisions). Zoning District: Split Zoning Designation of RM-30 and R-1 (Multi-Family and Single-Family Residential).
8. Approval of the Office of the City Auditor's Wastewater Treatment Plant Agreement Audit Report as Recommended by Policy & Services Committee (CEQA Status - Not a Project)
9. Approval of Office of City Auditor Risk Assessment and Audit Plan (CEQA Status - Not a Project)

## Action Items

10. Approval of an Employment Agreement and Approval of Resolution to Appoint Mahealani Ah Yun to the Position of City Clerk at an Annual Salary of \$165,000. CEQA Status – Not a Project

**MOTION:** Council Member Burt moved, seconded by Council Member Lythcott-Haims to approve of an employment agreement and adopt a resolution to appoint Mahealani Ah Yun to the position of City Clerk at an annual salary of \$165,000.

**MOTION PASSED: 7-0**

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11. Adoption of a Resolution and Approving an Easement Relocation Agreement Relocating and Vacating a 25 Foot Public Service Easement at the Castilleja School at 1263 Emerson Street and 220 Embarcadero Road (also commonly known as 1310 Bryant Street), Assessor Parcel Numbers 124-12-033 & 124-12-034; CEQA status – categorically exempt.

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

1. Approve and authorize the City Manager or designee to execute the Easement Relocation Agreement relocating a public service easement on the Castilleja School located at 1263 Emerson Street and 220 Embarcadero Road (also commonly known as 1310 Bryant Street); and
2. Adopt a resolution summarily vacating a public service easement on the Castilleja School located at 1263 Emerson Street and 220 Embarcadero Road (also commonly known as 1310 Bryant Street) after the relocated easement has been recorded.

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

12. Review and Accept the FY 2025 - FY 2034 Long Range Financial Forecast (LRFF) and FY 2025 Budget Development Guidelines as Recommended by the Finance Committee, CEQA Status – Not a Project

**MOTION:** Vice Mayor Lauing moved, seconded by Council Member Kou to accept the General Fund Long Range Financial Forecast (LRFF) for Fiscal Year 2025-2034 (Attachment I) and the FY 2025 annual Budget Development Guidelines (Attachment II) and direct staff to use this forecast as the starting point for the initiation of the FY 2025 budget process.

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

13. Update regarding State and Federal Legislation and Approval of the Annual Legislative Guidelines and Legislative Platform as Recommended by the Policy & Service Committee. CEQA Status – Not a Project

**MOTION:** Council Member Burt moved, seconded by Vice Mayor Lauing to approve the 2024 Federal and State Legislative Guidelines / Legislative Platform (Attachment A) and accept a legislative update with the following changes (*italics/bold are new text*):

1. Update the foundational Principles #3 first sentence to read as follows: "Preserve and Protect the City's Powers, duties, and discretion to enact and engage in local processes and policy making concerning local affairs and ***oppose efforts and legislation from the state and regional bodies that preempt local authority and do not align with City***

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***priorities.*** Advocate for longer lead times for implementation of new legislation that ***adversely*** impacts Palo Alto".

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

**AMENDMENT:** Council Member Tanaka, seconded by Council Member Lythcott-Haims to update bullet #7 from Housing section to read as follows:

"Supports the provision of greater lead times for Palo Alto to implement state legislation when necessary to comply with new land use and housing requirements within the local context".

**AMENDMENT PASSED: 5-2, Kou, Lauing no**

Adjournment: The meeting was adjourned at 10:50 P.M.

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ATTEST:

APPROVED:

DocuSigned by:

*Mahealani Ah Yuen*

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DocuSigned by:

*Grier Stone*

174753172A9C49D...

City Clerk

Mayor

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

Certificate Of Completion

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Subject: DocuSign: Council Minutes	
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Document Pages: 8	Signatures: 4
Certificate Pages: 2	Initials: 0
AutoNav: Enabled	
Envelope Stamping: Enabled	Envelope Originator:
Time Zone: (UTC-08:00) Pacific Time (US & Canada)	Vinhloc Nguyen
	250 Hamilton Ave
	Palo Alto , CA 94301
	Vinhloc.Nguyen@CityofPaloAlto.org
	IP Address: 199.33.32.254

Record Tracking

Status: Original	Holder: Vinhloc Nguyen	Location: DocuSign
2/14/2024 10:34:24 AM	Vinhloc.Nguyen@CityofPaloAlto.org	
Security Appliance Status: Connected	Pool: StateLocal	
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Signer Events

Signature	Timestamp
Greer Stone	Sent: 2/14/2024 10:39:40 AM
greer.stone@cityofpaloalto.org	Viewed: 2/22/2024 7:59:10 AM
Vice Mayor	Signed: 2/22/2024 7:59:25 AM
Security Level: Email, Account Authentication (None)	
Signature Adoption: Pre-selected Style	
Using IP Address: 24.130.242.58	

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Mahealani Ah Yun		Sent: 2/22/2024 7:59:27 AM
Mahealani.AhYun@CityofPaloAlto.org		Viewed: 2/27/2024 2:43:15 PM
City Clerk		Signed: 2/27/2024 2:44:25 PM
Security Level: Email, Account Authentication (None)		
Signature Adoption: Pre-selected Style		
Using IP Address: 199.33.32.254		

Electronic Record and Signature Disclosure:  
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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	2/14/2024 10:39:41 AM

Envelope Summary Events	Status	Timestamps
Certified Delivered	Security Checked	2/27/2024 2:43:15 PM
Signing Complete	Security Checked	2/27/2024 2:44:25 PM
Completed	Security Checked	2/27/2024 2:44:25 PM
Payment Events	Status	Timestamps