



CITY COUNCIL ACTION MINUTES

Regular Meeting
December 18, 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. Resolution Expressing Appreciation to Matt Raschke Upon His Retirement

MOTION: Council Member Burt moved, seconded by Mayor Kou to adopt a resolution expressing appreciation to Matt Raschke upon his retirement.

MOTION PASSED: 7-0

2. Proclamation Honoring Bob Moss for his Service to the City of Palo Alto

No action taken.

- AA1. Proclamation Honoring Herb Borock for his Service to the City of Palo Alto

No action taken.

Closed Session

3. CONFERENCE WITH REAL PROPERTY NEGOTIATORS
Authority: Government Code Section 54956.8
Property: 4000 Middlefield Road, Palo Alto (Cubberley Community Center)
Negotiating Party: Palo Alto Unified School District

ACTION MINUTES

City Negotiators: (Ed Shikada, Kiely Nose, Chantal Cotton Gaines, Kristen O'Kane, Sunny Tong)

Subject of Negotiations: Purchase and Lease, Price and Terms of Payment

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

MOTION PASSED: 7-0

Council went into Closed Session at 6:03 P.M.

Council returned from Closed Session at 6:40 P.M.

Mayor Kou announced no reportable action.

Study Session

4. Request for Pre-Screening of Application to Amend the Development Agreement and South of Forest Area Phase 1 Coordinated Area Plan for 260 Homer Avenue that Currently Restricts the Amount of Space that One or More Commercial Office Tenants can Occupy at the Property. Zoning District: AMF (MUO). CEQA Status: Not a Project.

No action taken.

Consent Calendar

Mayor Kou registered a no vote on Agenda Item Number 13.

Council Member Tanaka registered a no vote on Agenda Item Number 8, 14, 19.

Mayor Kou, Council Member Burt, and Council Member Lauing requested to pull Agenda Item Number 11.

MOTION: Mayor Kou moved, seconded by Council Member Veenker to approve Agenda Item Numbers 5-10, 12-20, and pull Agenda Item Number 11 off of Consent.

MOTION SPLIT FOR THE PURPOSE OF VOTING

MOTION PASSED ITEMS 5-7, 9-10, 12, 15-18, 20: 7-0

MOTION PASSED ITEM 13: 6-1, Kou no

MOTION PASSED ITEMS 8, 14, 19: 6-1, Tanaka no

ACTION MINUTES

5. Approval of Minutes from December 4, 2023 Meeting
6. Review and Approve the Williamson Act Contract Renewals Within Palo Alto City Limits (2023)
7. Approval of Construction Contract with GradeTech, Inc. in the Amount of \$296,599 and Authorization for the City Manager to Negotiate and Execute Change Orders up to a Not-to-Exceed Amount of \$29,659 for Site Work for Rinconada Park Improvements (PE-08001) and Ramos Park Restroom Installation (PG-19000) Projects; CEQA status – exempt under CEQA Guidelines Section 15303
8. Adoption of Updated Salary Schedules for Limited Hourly (HRLY) and Service Employee International Union Hourly (SEIU-H) Employee Groups in Accordance with the City of Palo Alto Minimum Wage Ordinance; Adoption of Revised Salary Schedules for Management and Professional, Fire Chiefs' Association (FCA), and Service Employees International Union (SEIU); CEQA Status - Not a project.
9. Approval of Professional Services Contract Number C24189293 with Nova Partners, Inc. in an Amount Not to Exceed \$652,331 for Construction Management Services for the Capital Improvement Program Fire Station No. 4 Replacement Project (PE-18004); CEQA Status – Exempt under CEQA Guidelines Sections 15302 and 15303
10. Approval of Easement at Greer Park, 1098 Amarillo Avenue, for Sewer Line Connecting Building at 2850 W. Bayshore Road; CEQA status – categorically exempt.
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.
12. Adoption of a Resolution Vacating Two Public Service Easements at 1129 San Antonio Road
13. Approval of Professional Services Contract Number C24188179 with Urban Field Studio for a Not-to-Exceed Amount of \$249,708 for the Development of the Car-Free Streets Implementation Plan, for a Period of 7-Months; CEQA Status - statutorily Exempt.
14. Approval of Amendment Number Two to Contract Number S17168145 with WONDERWARE INC., dba CORE BUSINESS TECHNOLOGIES, in the Amount of \$205,200 for an Upgrade to the Revenue Collections Cashiering Application and Extend Term for Three Additional Years; and Authorization of a Contract Contingency in an Amount Not-to-Exceed \$54,264 for Related, Additional but Unforeseen Work Which May Develop During the Project for a new Not-to-Exceed Contract Amount of \$596,913; CEQA Status - Not a Project

ACTION MINUTES

15. Approval of Contract Amendment Number 1 to Contract Number S22185727 with the City of San Jose in the Amount of \$30,000 for Minimum Wage Enforcement Services; CEQA Status – Not a Project
16. Approval of Two Lease Agreements for a Five Year Term Between the City of Palo Alto (Landlord) and Palo Alto Community Child Care (Tenant) for Community Child Care Spaces at the College Terrace and Ventura Sites; CEQA Status – Not a Project
17. Recognize Permanent Local Housing Allocation Program (PLHA) Grant Funding from the State of California of \$592,367 for Homeless Outreach Services, Approve FY 2024 Budget Amendments in the General Fund, and Establish a Permanent Local Housing Allocation Program (PLHA) Grant Fund; CEQA status – not a project.
18. Approval of a Resolution Authorizing the City Manager to Negotiate and Execute Temporary Construction Easements and Compensation with the Property Owners at 475 Newell Road and 1761 & 1767 Woodland Avenue for the Newell Road/San Francisquito Creek Bridge Replacement Project CIP Program (PE-12011); CEQA - Environmental Impact Report for Newell Road/San Francisquito Creek Bridge (Resolution No. 9889)
19. SECOND READING: Adoption of an Ordinance Amending the Palo Alto Municipal Code to Add Chapter 9.65 and Amend Chapter 9.72 to Establish a Mandatory Registry Program of Residential Rental Units in the City of Palo Alto; CEQA Status - Exempt under CEQA Guidelines Section 15061(b)(3) (FIRST READING: November 27, 2023 PASSED 6-1, Tanaka No).
20. SECOND READING: Adoption of an Ordinance Amending Chapter 2.30 (Contracts and Purchasing Procedures) and Chapter 2.37 (Business Tax) of the Palo Alto Municipal Code to Correct Clerical Errors and Clarify Procedures for Administering the Business Tax. CEQA Status -- Not a project. (FIRST READING: December 4, 2023 PASSED 7-0)

Action Items

- AA2. SECOND READING: Adoption of an Ordinance Implementing Program 1.1A and 1.1B of the Housing Element, Including: 1) New Chapter 18.14: Housing Incentives, and 2) Modifications to Base Zoning Districts Throughout Title 18. Adoption of a Resolution Making Corresponding Changes to the Land Use and Design Element of the Comprehensive Plan. (FIRST READING: November 13, 2023 PASSED 5-1-1, Kou no, Veenker recused and PASSED 6-1, Kou no)

Council Member Veenker Recusal on Stanford-owned properties & Housing Focus Area

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

ACTION MINUTES

1. Adopt on second reading the attached housing element implementation ordinance that includes a clarifying revision related to a building facade modulation requirement for properties located in the Housing Focus Area.
2. Planning Director to work with the Housing Ad Hoc Committee for other possible suggested changes to this focus area and return to Council.

MOTION PASSED: 5-1-1, Kou no, Veenker recused

MOTION: Council Member Lythcott-Haims moved, seconded by Council Member Lauing to adopt a resolution updating the Land Use and Design Element of the Comprehensive Plan to be consistent with Programs 1.1A and 1.1B of the Housing Element.

MOTION PASSED: 6-1, Kou no

21. Discussion and Confirmation of the Preferred Alternative Concept Plan Line for the University Avenue Streetscape Improvements Project (PE-21004) and Authorization for the City Manager to Develop and Refine the Scope of Work for Future Phases through a Contract Amendment

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

1. Direct staff to draft additional alternatives that would include one option with the current parklet plan and that sidewalks should be variable or outdoor dining space comparable to the current parklet plan.
2. Consider moving bikes to Hamilton and Lytton and or shrinking the travel lane.
3. Direct staff to present options to the Retail Ad Hoc Committee and come back to Council with interim measures that we can do cheap and quickly that will show progress in that area.
4. Alternatives should cover a range of costs.

MOTION PASSED: 7-0

22. Policy and Services Committee Recommendations for Changes to the City Council Procedures and Protocols Handbook based on Prior City Council Referrals

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

ACTION MINUTES

1. Continue the discussion of the changes of the City Council Procedures and Protocols Handbook to a date uncertain soon in the beginning of 2024.
2. Allow for the prior year's current Ad Hoc, standing committees and council liaison roles, and regional appointment compositions to carry over until the new mayor appoints new members so that those committees can therefore continue to meet in January of the following new year.

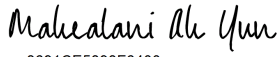
MOTION PASSED: 7-0

Adjournment: The meeting was adjourned at 11:14 P.M.

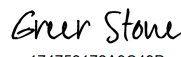
ACTION MINUTES

ATTEST:

APPROVED:

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City Clerk

DocuSigned by:

174753172A9C49D...

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.


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Interim City Clerk		Signed: 1/23/2024 11:44:10 AM
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Editor Delivery Events	Status	Timestamp
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Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
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Envelope Summary Events	Status	Timestamps
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Payment Events	Status	Timestamps