



CITY OF PALO ALTO OFFICE OF THE CITY CLERK

January 14, 2019

The Honorable City Council
Attention: Finance Committee
Palo Alto, California

Approval of Action Minutes for the December 17, 2018 and January 7, 2019 Council Meetings

Staff is requesting Council review and approve the attached Action Minutes.

ATTACHMENTS:

- Attachment A: 12-17-18 DRAFT Action Minutes 4:30 PM (DOCX)
- Attachment B: 12-17-18 DRAFT Action Minutes 6:00 PM (DOCX)
- Attachment C: 01-07-19 DRAFT Action Minutes (DOCX)

Department Head: Beth Minor, City Clerk



CITY OF PALO ALTO CITY COUNCIL DRAFT ACTION MINUTES

Special Meeting
December 17, 2018

The City Council of the City of Palo Alto met on this date in the Council Chambers at 4:42 P.M.

Present: DuBois arrived at 5:15 P.M., Filseth, Fine, Holman, Kniss; Kou arrived at 5:00 P.M., Scharff, Tanaka, Wolbach

Absent:

Special Orders of the Day

1. Proclamation Expressing Appreciation and Honoring City Manager James R. Keene on his Retirement.

Minutes Approval

2. Approval of Action Minutes for the December 3 and December 10, 2018 Council Meetings.

MOTION: Council Member Scharff moved, seconded by Vice Mayor Filseth to approve the Action Minutes for the December 3 and December 10, 2018 Council Meetings.

MOTION PASSED: 9-0

Consent Calendar

Council Member Holman registered a no vote on Agenda Item Number 18

MOTION: Council Member Holman moved, seconded by Council Member Kou, third by Council Member DuBois to pull Agenda Item Number 3 "Adoption of the Urban Forest Master Plan Second Edition" to a date uncertain and Agenda Item Number 19 "...Approve the \$4 Million in General Fund Savings..." to the next City Council Meeting.

Council Member Tanaka registered a no vote on Agenda Item Numbers 17 and 18

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Council Member Kou registered a no vote on Agenda Item Numbers 13, 15, 18, 20

Council Member DuBois registered a no vote on Agenda Item Number 15.

MOTION: Council Member Scharff moved, seconded by Council Member Fine to approve Agenda Item Numbers 4-18 as amended by Staff, and 20.

3. ~~Adoption of the Urban Forest Master Plan Second Edition.~~
4. Approval of Amendment Number 4 to Contract Number S16159017 With SZS Consulting Group in the Amount of \$85,880 for the Americans With Disability Act (ADA) Transition Plan Update Project (Capital Improvement Project PF-93009).
5. Approval of Amendment Number 1 to Contract Number C18168154 With SWA Services to Provide Janitorial Services in the Police Department for the Amount of \$377,150 over the Contract's Five-year Term, Including \$335,025 for Basic Services and \$42,125 for Additional Services, for a Total Five-year Contract to Provide Citywide Janitorial Services Not-to-Exceed Amount of \$11,029,765.
6. Resolution 9807 Entitled "Resolution of the Council of the City of Palo Alto Declaring the Results of the Consolidated Municipal Election Held on November 6, 2018."
7. QUASI-JUDICIAL: 2515-2585 El Camino Real [18PLN-00187]: Request Approval of a Final Map for a 0.96 Acre Site at 2515 and 2585 El Camino Real [18PLN-00187] for Condominium Purposes for 13 Residential Units and up to 13 Retail Commercial Units With Access and Utility Easements. Environmental Assessment: Previously Adopted Initial Study/Mitigated Negative Declaration Prepared for the Associated Development Application (15PLN-00170), Zoning District: CN and CC(2).
8. Resolution 9808 Entitled "Resolution of the Council of the City of Palo Alto Approving Revisions to the City of Palo Alto Energy Risk Management Policy."
9. Approval of an Amendment to Contract Number C14151181 With SAP America to Extend the Term for Two-years for Maintenance and Support of the ERP System in the Not-to-Exceed Amount of \$495,168.
10. Approval of Amendment Number 3 to Contract Number C17156080 With Lexington Planning to Extend the Term for One-year for \$32,000 to Provide Long-range Planning Support.

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11. Approval of Amendment Number 1 to Contract Number C18170335 With Concordia, LLC for Professional Services for Cubberley Community Center Master Plan and Visioning to Increase the Not-to-Exceed Amount by \$43,720 and to Include Greendell School and 525 San Antonio Road Sites to the Scope of Services; and Authorize the City Manager to Execute Amendment Number 1 to the Mutual Cooperation and Cost Share Agreement Between the City of Palo Alto and the Palo Alto Unified School District Related to Cubberley Community Center Master Plan Consultants to add the Additional Scope and Costs to the Agreement for up to \$21,860; and Approve a Budget Amendment in the Cubberley Property Infrastructure Fund.
12. Resolution 9809 Entitled "Resolution of the Council of the City of Palo Alto Amending and Restating the Administrative Penalty Schedule for Violations of Chapter 4.42 (Taxicabs and Other For-Hire Vehicles) of the Palo Alto Municipal Code."
13. Authorization for the City Manager to Extend the Existing Pilot Program to Allow the use of Autonomous Robots, Also Known as Personal Delivery Devices (PDDs).
14. Approval of Amendment Number 2 to Contract Number S16163031 With Triple HS Inc., dba H.T. Harvey & Associates, to Increase the Contract by \$31,150 to Extend the Term Through December 31, 2021 and add Additional Services, for a Total Not-to-Exceed Amount of \$54,029 for the San Francisquito Creek Pump Station Riparian Mitigation Monitoring.
15. Authorization for the City Manager to Enter Into a Comprehensive Agreement With the Peninsula Joint Powers Board on the Caltrain Peninsula Corridor Electrification Project.
16. Policy and Services Committee Recommends the City Council Accept the Auditor's Office Quarterly Report as of September 30, 2018.
17. Finance Committee Recommends Council Approve an Audio Visual Project for Legislative Meeting Management and Improved Community Engagement.
18. Ordinance 5456 Entitled "Ordinance of the Council of the City of Palo Alto Amending Palo Alto Municipal Code (PAMC) Title 16, Chapters 16.58 (Development Impact Fees), 16.59 (Citywide Transportation Impact Fees), and 16.60 (Charleston Arastradero Corridor Pedestrian and Bicyclist Safety Impact Fee) to add Development Impact Fee Exemptions for Junior Accessory Dwelling Units and Certain Accessory

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Dwelling Units Established by Garage Conversion (FIRST READING: December 3, 2018 PASSED: 6-3 Holman, Kou, Tanaka No)."

19. ~~Finance Committee Recommends the City Council Approve the \$4 Million in General Fund Savings and Approve Corresponding Budget Amendments in Various Funds and the Table of Organization.~~
20. Approval of the Appointment of Council Member Fine as the Alternate to the Santa Clara Valley Transportation Authority (VTA) Group 2 Cities Working Group.

MOTION PASSED FOR AGENDA ITEM NUMBERS 4-12, 14, 16: 9-0

MOTION PASSED FOR AGENDA ITEM NUMBER 13: 8-1 Kou no

MOTION PASSED FOR AGENDA ITEM NUMBER 15: 7-2 DuBois, Kou no

MOTION PASSED FOR AGENDA ITEM NUMBER 17: 8-1 Tanaka no

MOTION PASSED FOR AGENDA ITEM NUMBER 18: 6-3 Holman, Kou, Tanaka no

MOTION PASSED FOR AGENDA ITEM NUMBER 20: 8-1 Kou no

Adjournment: The meeting was adjourned at 6:31 P.M.



CITY OF PALO ALTO CITY COUNCIL DRAFT ACTION MINUTES

Regular Meeting
December 17, 2018

The City Council of the City of Palo Alto met on this date in the Council Chambers at 6:39 P.M.

Present: DuBois, Filseth, Fine, Holman, Kniss, Kou, Scharff, Tanaka, Wolbach

Absent:

Study Session

1. Study Session With Santa Clara County Supervisor Simitian.

NO ACTION TAKEN

Action Items

- 1A. (Former Agenda Item Number 19) Finance Committee Recommends the City Council Approve the \$4 Million in General Fund Savings and Approve Corresponding Budget Amendments in Various Funds and the Table of Organization (Continued From December 17, 2018 4:30 P.M. meeting).

MOTION: Council Member Scharff moved, seconded Vice Mayor Filseth to:

- A. Amend the Fiscal Year 2019 Budget Appropriation for various funds as identified by Staff;
- B. Amend the Fiscal Year 2019 Table of Organization for the General Fund to:
 - i. Eliminate 1.0 Performance Auditor I in the Office of the City Auditor;
 - ii. Reduce 1.4 Building Serviceperson-Lead and reduce 0.75 Building Serviceperson positions; and
- C. Amend the Fiscal Year Table of Organization for Other Funds to increase by 1.4 Building Serviceperson-Lead and increase by 0.75 Building Serviceperson.

MOTION PASSED: 8-1 Holman no

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2. Discussion and Direction on the Status and use of the Roth Building, Extension of Fundraising Period With the Palo Alto History Museum, and Adoption of Resolution 9810 Entitled "Resolution of the Council of the City of Palo Alto for County Grant Application to use the Roth Building Consistent With Park use for 20 Years."

MOTION: Mayor Kniss moved, seconded by Council Member Holman to:

- A. Extend the deadline by six months for the Palo Alto History Museum (PAHM) to achieve the goal of raising \$1.75 million as set by Council in 2017 (to allow for validation of PAHM fundraising);
- B. Direct Staff to revise and update the lease agreement between the Palo Alto History Museum and return to City Council in six months for approval; and
- C. Adopt a Resolution designating the Roth Building as a park and committing to use the Roth Building consistent with park use for a period of no less than 20 years and making other representations to apply for historic preservation grant funds from the County of Santa Clara to rehabilitate the Roth Building roof.

INCORPORATED INTO THE MOTION WITH THE CONSENT OF THE MAKER AND SECONDER to add to the Motion a new Part D "Transfer the \$665,000 of Sea Scout Building Transferable Development Rights (TDRs) proceeds to the Roth Building Rehabilitation Reserve Fund."

AMENDMENT: Council Member Scharff moved, seconded by Mayor Kniss direct Staff to return to Council to dedicate \$65,000 from the Council Contingency Fund to the Sea Scouts.

AMENDMENT PASSED: 7-2 Fine, Kou no

MOTION AS AMENDED RESTATED: Mayor Kniss moved, seconded by Council Member Holman to:

- A. Extend the deadline by six months for the Palo Alto History (PAHM) to achieve the goal of raising \$1.75 million as set by Council in 2017 (to allow for validation of PAHM fundraising);
- B. Direct Staff to revise and update the lease agreement between the Palo Alto History Museum and return to City Council in six months for approval;
- C. Adopt a Resolution designating the Roth Building as a park and committing to use the Roth Building consistent with park use for a period

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of no less than 20 years and making other representations to apply for historic preservation grant funds from the County of Santa Clara to rehabilitate the Roth Building roof;

- D. Transfer the \$665,000 of Sea Scout Building Transferable Development Rights (TDRs) proceeds to the Roth Building Rehabilitation Reserve Fund; and
- E. Direct Staff to return to Council to dedicate \$65,000 from the Council Contingency Fund to the Sea Scouts.

MOTION AS AMENDED PASSED: 9-0

- 3. Project Update on Connecting Palo Alto and Consider the Following Actions: a) Separate From Study all Alternatives for the Palo Alto Avenue Crossing (Closure and Hybrid) and Include Palo Alto Avenue in a Separate Comprehensive Planning Effort; b) Separate From Study the Bicycle and Pedestrian Crossing of the Caltrain Corridor in the Vicinity of Loma Verde Avenue and Assess Feasibility in a Future Study; c) Address the Rail Committee's Recommendation Regarding a Deep Bore Tunnel by Modifying the Alternative to be South of California Avenue Only and Further Explore the Scope and Budget for an Alternative With Freight Trains on the Surface and Passenger Trains Underground for the Meadow and Charleston Crossings; and d) Adopt a Modified List of Grade Separation Alternatives.

Mayor Kniss advised she would not participate in this item as she owns property within 500 feet of this project. She left the meeting at 9:32 P.M.

Vice Mayor Filseth advised he would not participate in this item as his residence is within 500 feet of this project. He left the meeting at 9:32 P.M.

Council took a break at 9:32 P.M. and returned at 9:42 P.M.

MOTION: Council Member Fine moved, seconded by Council Member Scharff to continue this item to a date uncertain.

MOTION PASSED: 6-1 Wolbach no, Filseth, Kniss recused

Mayor Kniss and Vice Mayor Filseth returned at 10:51 P.M.

- 4. PUBLIC HEARING / QUASI-JUDICIAL: 429 University Avenue [18PLN-00240]: Appeal of the Planning and Community Environment Director's Denial of a Minor Architectural Review Application for Proposed Exterior Building Materials, Colors, and Craftsman Related to a Previously Approved Mixed-Use Project. Environmental Assessment: Use of

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Mitigated Negative Declaration Prepared for 14PLN-00222. Zoning District: CD-C(G)(P) (Downtown Commercial With Ground Floor and Pedestrian Shopping Overlay) (Continued From December 3, 2018).

Public Hearing was opened at 11:09 P.M.

Public Hearing was closed at 11:31 P.M.

MOTION: Council Member Fine moved, seconded by Mayor Kniss to modify the Director's October 16, 2018 decision to provide for approval of all aspects of the architectural review application (18PLN00240) and approve the corresponding Record of Land Use Action included in the at-places memo dated December 17, 2018.

AMENDMENT: Council Member DuBois moved, seconded by Council Member Holman to require that approval be subject to the project matching what is being presented to the City Council tonight.

AMENDMENT WITHDRAWN BY THE MAKER

AMENDMENT: Council Member Scharff moved, seconded by Council Member Holman to use the lighter color scheme for the concrete.

AMENDMENT PASSED: 9-0

MOTION AS AMENDED RESTATED: Council Member Fine moved, seconded by Mayor Kniss to modify the Director's October 16, 2018 decision to provide for approval of all aspects of the architectural review application (18PLN00240), approve the corresponding Record of Land Use Action included in the at-places memo dated December 17, 2018, and use the lighter color scheme for the concrete.

MOTION AS AMENDED PASSED: 6-3 DuBois, Holman, Kou no

5. Approval of Annual Amendments to the Employment Agreements Between the City of Palo Alto and Council Appointed Officers.

MOTION: Mayor Kniss moved, seconded by Council Member DuBois to approve and authorize the Mayor to execute the following contract amendments for Council Appointed Officers:

- A. Amendment Number Six to Employment Agreement between the City of Palo Alto and Molly S. Stump;
- B. Amendment Number Four to Employment Agreement between the City of Palo Alto and Harriet M. Richardson; and

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- C. Amendment Number Four to Employment Agreement between the City of Palo Alto and Beth D. Minor.

MOTION PASSED: 9-0

Adjournment: The meeting was adjourned at 12:42 A.M.



CITY OF PALO ALTO CITY COUNCIL DRAFT ACTION MINUTES

Regular Meeting
January 7, 2019

The City Council of the City of Palo Alto met on this date in the Council Chambers at 6:25 P.M.

Present: Cormack, DuBois, Filseth, Fine, Kniss, Kou, Tanaka

Absent:

The Honorable Thomas Kuhnle swore in Council Member Alison Cormack.

Beth Minor, City Clerk swore in Council Members Tom DuBois and Eric Filseth.

Special Orders of the Day

1. Election of the 2019 Mayor.

NOMINATION: Mayor Kniss nominated Vice Mayor Filseth for Mayor for 2019.

NOMINATION PASSED: 7-0

2. Election of the 2019 Vice Mayor.

NOMINATION: Council Member Kniss nominated Council Member Fine for Vice Mayor for 2019.

NOMINATION: Council Member Kou nominated Council Member DuBois for Vice Mayor for 2019.

Council Member DuBois declined the nomination.

NOMINATION PASSED: 6-1 Kou no

3. Resolution 9811 Entitled, "Resolution of the Council of the City of Palo Alto Expressing Appreciation for Outstanding Public Service to Cory Wolbach as Council Member."

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MOTION: Vice Mayor Fine moved, seconded by Council Member Cormack to adopt a Resolution expressing appreciation for outstanding public service to Cory Wolbach as Council Member.

MOTION PASSED: 7-0

4. Resolution 9812 Entitled, "Resolution of the Council of the City of Palo Alto Expressing Appreciation for Outstanding Public Service to Karen Holman as Mayor and Council Member."

MOTION: Council Member DuBois moved, seconded by Council Member Kniss to adopt a Resolution expressing appreciation for outstanding public service Karen Holman as Mayor and Council Member.

MOTION PASSED: 7-0

5. Resolution 9813 Entitled, "Resolution of the Council of the City of Palo Alto Expressing Appreciation for Outstanding Public Service to H. Gregory Scharff as Mayor and Council Member."

MOTION: Council Member Kniss moved, seconded by Vice Mayor Fine to adopt a Resolution expressing appreciation for outstanding public service to H. Gregory Scharff as Mayor and Council Member.

MOTION PASSED: 7-0

6. Resolution 9814 Entitled, "Resolution of the Council of the City of Palo Alto Expressing Appreciation for Outstanding Public Service to Liz Kniss as 2018 Mayor."

MOTION: Mayor Filseth moved, seconded by Council Member Cormack to adopt a Resolution expressing appreciation for outstanding public service to Liz Kniss as 2018 Mayor.

MOTION PASSED: 7-0

Adjournment: The meeting was adjourned at 9:12 P.M.