



## **CITY OF PALO ALTO OFFICE OF THE CITY CLERK**

**March 16, 2020**

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

### **Approval of Action Minutes for the February 24 and March 2, 2020 Council Meetings**

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

#### **ATTACHMENTS:**

- Attachment A: 02-24-20 DRAFT Action Minutes (PDF)
- Attachment B: 03-02-20 DRAFT Action Minutes (PDF)

Department Head: Beth Minor, City Clerk





# CITY OF PALO ALTO CITY COUNCIL DRAFT ACTION MINUTES

Special Meeting  
February 24, 2020

The City Council of the City of Palo Alto met on this date in the Council Chambers at 5:05 P.M.

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

Absent:

## Closed Session

1. CONFERENCE WITH LABOR NEGOTIATORS  
City Designated Representatives: City Manager and his Designees Pursuant to Merit System Rules and Regulations (Ed Shikada, Rumi Portillo, Sandra Blanch, Nicholas Raisch, Molly Stump, Terence Howzell, and Kiely Nose)  
Employee Organization: (1) Utilities Management and Professional Association of Palo Alto (UMPAPA)  
Authority: Government Code Section 54957.6 (a).

**MOTION:** Council Member Kniss moved, seconded by Council Member Cormack to go into Closed Session.

**MOTION PASSED:** 7-0

Council went into Closed Session at 5:06 P.M.

Council returned from Closed Session at 6:10 P.M.

Mayor Fine announced no reportable action.

## Study Session

2. Study Session on Community Policing.

**NO ACTION TAKEN.**

## Minutes Approval

3. Approval of Action Minutes for the February 1, 3, and 10, 2020 Council Meetings.

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**MOTION:** Council Member Cormack moved, seconded by Council Member Filseth to approve the Action Minutes for the February 1, 3, and 10, 2020 Council Meetings.

**MOTION PASSED:** 7-0

## Consent Calendar

Council Member Tanaka registered a no vote on Agenda Item Number 7.

**MOTION:** Council Member Kou moved, seconded by Vice Mayor DuBois to approve Agenda Item Numbers 4-11.

4. Approval of Contract Number C20175301 With S. Groner and Associates, Inc. in the Amount of \$296,000 for Graphic Design and Public Outreach Services for Public Works Watershed Protection.
5. Approval of Amendment Number 1 to Contract Number C18169791 With BKF Engineers to Increase the Third Year Funding by \$150,000 and Extend the Contract Term for an Additional two Years at \$300,000 per Year, for a new Not-to-Exceed Total of \$1,200,000 to Provide Surveying and Design Services.
6. Approval of Contract Number C20176783 With AECOM Technical Services, Inc. for Professional Services Related to the 2020 Sustainability and Climate Action Plan (S/CAP) Update and SB743 Implementation in the Amount of \$573,228; and Approval of an Exemption From Competitive Solicitation for SB743 Scope of Work.
7. Approval of a Three-year Agreement With Insight Public Sector for Citywide Microsoft Licensing, Utilizing the County of Riverside Agreement, in the Annual Amount of \$497,486 and a Contingency of ten Percent in the Annual Amount of \$49,748, for a Total Not-to-Exceed Amount of \$547,234.
8. Approval of a Blanket Purchase Order With Oldcastle Infrastructure, Inc., as the City's Standard Supplier of Certain Equipment for the Utility's Electric Underground System, in an Annual Amount of \$350,000 for a Total Purchase Amount of \$1,600,000 Over the Next 4.5 Years.
9. Approval to Acquire Replacement Pre-hospital Monitors/Defibrillators for Emergency Responses in a Not-to-Exceed Amount of \$709,644 for Fiscal Years 2020-2026.

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10. Interim Ordinance 5490 Entitled, "Ordinance of the Council of the City of Palo Alto Amending Title 18 (Zoning) of the Palo Alto Municipal Code to Temporarily Allow Overnight Safe Parking on Sites in all Zoning Districts With a Church or Religious Institution;" Establishing Related Regulations, and Finding the Ordinance Exempt From the California Environmental Quality Act (CEQA) Under Guidelines Section 15301 (FIRST READING: January 13, 2020, PASSED 7-0).
11. Approval of the Appointment of Council Member Kniss as the Alternate to the Santa Clara Valley Transportation Authority (VTA) Group 2 Cities Working Group.

**MOTION PASSED FOR AGENDA ITEM NUMBERS 4-6, 8-11: 7-0**

**MOTION PASSED FOR AGENDA ITEM NUMBER 7: 6-1 Tanaka no**

## Action Items

12. Evaluation of the Neighborhood Traffic Safety and Bicycle Boulevard Phase 1 Project, Including; Acceptance of Findings Regarding Increasing Bicycle Usage, Affirmation or Approval of Project Modifications, Affirmation of Planned Education Activities, and Process to Update Community Engagement; and Acknowledgement of Associated Actions by Staff.

Council Member Cormack advised she would not participate in this item as she owns property in the area.

**MOTION:** Council Member Tanaka moved, seconded by Mayor Fine to:

- A. Accept this report on the Ross Road Bicycle Boulevard and Moreno/Amarillo Bicycle Boulevard project;
- B. Affirm the implemented modifications that have been made to the Bicycle Boulevard Phase 1 plan originally approved by the City;
- C. Approve proposed modifications including the designation of Ross Road and E. Meadow Drive as a two-way stop with the stops on E. Meadow Drive, the reassignment of stop controls on Louis Road at Moreno Avenue (west), at Moreno Avenue (east), at Fielding Drive, and at Amarillo Avenue, and the installation of supplemental warning and guide signs and pavement markings;
- D. Affirm planned efforts by Staff to enhance educational activities to address the observed unsafe behavior of motorists, bicyclists, and pedestrians;

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- E. Affirm that the community engagement process will be updated to reflect the lessons learned with the input of the Planning and Transportation Commission, the Pedestrian and Bicycle Advisory Committee, and the City/School Traffic Safety Committee, and return the process to the City Council for discussion;
- F. Acknowledge that the guidelines, criteria, and design standard for the application of speed humps will be updated; and
- G. Acknowledge that the Office of Transportation is undertaking steps to build its staffing and capacity to manage projects like the Bicycle Boulevards.

**INCORPORATED INTO THE MOTION WITH THE CONSENT OF THE MAKER AND SECONDER** to add to the Motion, "Direct the Planning and Transportation Commission to look at the roundabout on East Meadow". (New Part H)

**INCORPORATED INTO THE MOTION WITH THE CONSENT OF THE MAKER AND SECONDER** to add to the Motion, "Direct Staff to consider the full range of cost-effective options for bicycle infrastructure, including traffic diverters". (New Part I)

**INCORPORATED INTO THE MOTION WITH THE CONSENT OF THE MAKER AND SECONDER** to amend Motion Part H to state, "...after installation of stop signs".

**INCORPORATED INTO THE MOTION WITH THE CONSENT OF THE MAKER AND SECONDER** to add to the Motion, "Direct the Parks and Recreation Commission to look at more greenery features in the roundabouts". (New Part J)

**MOTION AS AMENDED RESTATED:** Council Member Tanaka moved, seconded by Mayor Fine to:

- A. Accept this report on the Ross Road Bicycle Boulevard and Moreno/Amarillo Bicycle Boulevard project;
- B. Affirm the implemented modifications that have been made to the Bicycle Boulevard Phase 1 plan originally approved by the City;
- C. Approve proposed modifications including the designation of Ross Road and E. Meadow Drive as a two-way stop with the stops on E. Meadow Drive, the reassignment of stop controls on Louis Road at Moreno Avenue (west), at Moreno Avenue (east), at Fielding Drive, and at

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Amarillo Avenue, and the installation of supplemental warning and guide signs and pavement markings;

- D. Affirm planned efforts by Staff to enhance educational activities to address the observed unsafe behavior of motorists, bicyclists, and pedestrians;
- E. Affirm that the community engagement process will be updated to reflect the lessons learned with the input of the Planning and Transportation Commission, the Pedestrian and Bicycle Advisory Committee, and the City/School Traffic Safety Committee, and return the process to the City Council for discussion;
- F. Acknowledge that the guidelines, criteria, and design standard for the application of speed humps will be updated; and
- G. Acknowledge that the Office of Transportation is undertaking steps to build its staffing and capacity to manage projects like the Bicycle Boulevards;
- H. Direct the Planning and Transportation Commission to look at the roundabout on East Meadow after installation of stop signs;
- I. Direct Staff to consider the full range of cost-effective options for bicycle infrastructure, including traffic diverters; and
- J. Direct the Parks and Recreation Commission to look at more greenery features in the roundabouts.

**MOTION AS AMENDED PASSED:** 6-0 Cormack recused

Council took a break at 9:59 P.M. and returned at 10:07 P.M.

- 13. Update From the Ad hoc Committee (Vice Mayor DuBois and Council Member Cormack) on Boards and Commissions and Potential Next Steps

**MOTION:** Mayor Fine moved, seconded by Council Member Kniss to Direct the Ad hoc to continue their good work and explore the following issues:

- A. Annual work plans and process to change them;
- B. Make a proposal on term limits;
- C. Explore moving to a single interview period in the Spring;

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- D. Throw a party for and disband the Library Advisory Commission; and
- E. Scope out and provide feedback on what other cities do for both the Senior and Sustainability Commissions.

**INCORPORATED INTO THE MOTION WITH THE CONSENT OF THE MAKER AND SECONDER** to add to Motion Part C, "including Fall as a backup".

**MOTION AS AMENDED RESTATED:** Mayor Fine moved, seconded by Council Member Kniss to Direct the Ad hoc to continue their good work and explore the following issues:

- A. Annual work plans and process to change them;
- B. Make a proposal on term limits;
- C. Explore moving to a single interview period in the Spring, including Fall as a backup;
- D. Throw a party for and disband the Library Advisory Commission; and
- E. Scope out and provide feedback on what other cities do for both the Senior and Sustainability Commissions.

**MOTION AS AMENDED PASSED:** 7-0

Adjournment: The meeting was adjourned at 11:18 P.M. with gratitude to the Marin County First Responders who rescued Palo Alto citizens, Carol Kiparsky and Ian Irwin.





# CITY OF PALO ALTO CITY COUNCIL DRAFT ACTION MINUTES

Regular Meeting  
March 2, 2020

The City Council of the City of Palo Alto met on this date in the Council Chambers at 6:06 P.M.

Present: Cormack; DuBois participating remotely; Filseth, Fine, Kniss, Tanaka

Absent: Kou

## Study Session

1. Semiannual Update on the Status of Capital Improvement Program Projects.

## **NO ACTION TAKEN**

## Agenda Changes, Additions and Deletions

None.

## Consent Calendar

Council Member Tanaka registered a no vote on Agenda Item Number 3.

**MOTION:** Council Member Cormack moved, seconded by Mayor Fine to approve Agenda Item Numbers 2-4.

2. Acceptance of the Northwest County Recycled Water Strategic Plan Report.
3. Review of the Fiscal Year (FY) 2020 Mid-year Budget Status, Approve Budget Amendments in Various Funds, and Amend the Salary Schedules for Services Employees' International Union - Hourly (SEIU - H) and Limited Hourly (HRLY) Groups in Accordance With the City's 2020 Minimum Wage Ordinance.
4. Adoption of an Ordinance Amending Chapter 1.12 (Administrative Penalties – Citations) to Provide for an Administrative Hearing Upon Partial Advance Deposit of \$250 and Clarify Existing Procedures for Hearings.

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**MOTION PASSED FOR AGENDA ITEM NUMBERS 2 AND 4:** 6-0 Kou absent

**MOTION PASSED FOR AGENDA ITEM NUMBER 3:** 5-1 Tanaka no, Kou absent

Council took a break at 7:43 P.M. and returned at 7:57 P.M.

## Action Items

5. Resolution 9882 Entitled, "Resolution of the Council of the City of Palo Alto to Extend the Bicycle and Electric Scooter Share Pilot Program for One Year."

**MOTION:** Council Member Tanaka moved, seconded by Mayor Fine to adopt a Resolution approving a one-year extension of the bicycle and electric scooter share pilot program through March 31, 2021.

**INCORPORATED INTO THE MOTION WITH THE CONSENT OF THE MAKER AND SECONDER** to remove the low-wage requirement.

**MOTION AS AMENDED:** Council Member Tanaka moved, seconded by Mayor Fine to adopt a Resolution approving a one-year extension of the bicycle and electric scooter share pilot program through March 31, 2021 with the following changes:

- A. Remove the low-wage requirement.

**MOTION AS AMENDED PASSED:** 6-0 Kou absent

6. Review of the Report on the Palo Alto History Museum (Roth Building, 300 Homer Avenue) Fundraising Goal and Discussion of Options and Direction for the Next Steps.

**MOTION:** Council Member Kniss moved, seconded by Council Member Filseth to:

- A. Approve allocation of \$65,000 from the FY 2020 City Council Contingency account to the Sea Scouts/Environmental Volunteers, consistent with direction provided by Council on December 17, 2018; and
- B. Authorize the City Manager to negotiate and execute an agreement with Sea Scouts/Environmental Volunteers for use of the \$65,000 in dedicated funding from the City Council Contingency account.

**MOTION PASSED:** 6-0 Kou absent

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**MOTION:** Council Member Kniss moved, seconded by Council Member Cormack to:

- A. Move forward with options for an RFP, including potential rezoning of the site;
- B. Additionally, include a possible shared space arrangement; and
- C. Return to City Council by Monday, May 4, 2020 with these new opportunities in order to gauge interest.

**INCORPORATED INTO THE MOTION WITH THE CONSENT OF THE MAKER AND SECONDER** to amend the Motion Part C to state "Return to City Council by Monday, May 4, 2020 with a status report."

**INCORPORATED INTO THE MOTION WITH THE CONSENT OF THE MAKER AND SECONDER** to add to the Motion "Refer to the Finance Committee discussion of the possibility that the City fund the build-out" (New Part D).

**MOTION AS AMENDED RESTATED:** Council Member Kniss moved, seconded by Council Member Cormack to:

- A. Move forward with options for an RFP, including potential rezoning of the site;
- B. Additionally, include a possible shared space arrangement;
- C. Return to City Council by Monday, May 4, 2020 with a status report; and
- D. Refer to the Finance Committee discussion of the possibility that the City fund the build-out.

**MOTION SPLIT FOR PURPOSE OF VOTING**

**MOTION PART A PASSED:** 5-1 DuBois no, Kou absent

**MOTION PARTS B-D AS AMENDED PASSED:** 6-0 Kou absent

Adjournment: The meeting was adjourned at 9:55 P.M.