



CITY OF PALO ALTO OFFICE OF THE CITY CLERK

May 4, 2020

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

Approval of Action Minutes for the April 13 and 20, 2020 Council Meetings

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

ATTACHMENTS:

- Attachment A: 04-13-20 DRAFT Action Minutes (PDF)
- Attachment B: 04-20-20 CLOSED SESSION DRAFT Action Minutes (PDF)
- Attachment C: 04-20-20 DRAFT Action Minutes (PDF)

Department Head: Beth Minor, City Clerk



CITY OF PALO ALTO CITY COUNCIL DRAFT ACTION MINUTES

Regular Meeting
April 13, 2020

The City Council of the City of Palo Alto met on this date via Virtual Teleconference at 6:07 P.M.

Participating Remotely: Cormack, DuBois, Filseth, Fine, Kniss, Kou, Tanaka

Absent:

Action Item

1. Update and Discussion of the COVID-19 Health Emergency and the City's Response – Verbal Report, No Written Staff Report.

NO ACTION TAKEN

Study Session

2. Annual Earth Day Report Study Session.

NO ACTION TAKEN

Agenda Changes, Additions and Deletions

None.

Consent Calendar

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

MOTION: Mayor Fine moved, seconded by Council Member Cormack to approve Agenda Item Numbers 3 and 3A.

3. PUBLIC HEARING: Approval of a Finding That the Public Safety Building Project (CIP PE-15001) is "Substantially Complex" Under Public Contract Code Section 7201 and Direction to Increase the Retention Schedule From Five Percent to Ten Percent.
- 3A. Council Delegation of its Authority to the Council Appointed Officers to Authorize Emergency Leave of Absence With Pay to Address the Workforce Needs to Respond to COVID-19, for a Period Not to Extend Beyond the Pay Period Including June 30, 2020, Per the City Merit

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System Rules and Regulations, Section 808.

MOTION PASSED FOR AGENDA ITEM NUMBER 3: 7-0

MOTION PASSED FOR AGENDA ITEM NUMBER 3A: 6-1 Tanaka no

Council took a break at 8:40 P.M. and returned at 8:50 P.M.

Action Items

4. Review the 2020 Sustainability and Climate Action Plan (S/CAP) Update Process and Accept the 2020-2021 Sustainability Work Plan (Continued From March 23, 2020).

MOTION: Council Member Kniss moved, seconded by Council Member Tanaka to accept the 2020-2021 Sustainability Work Plan.

INCORPORATED INTO THE MOTION WITH THE CONSENT OF THE MAKER AND SECONDER to direct Staff to return with an interim report before summer break and before AECOM does an impact analysis of goals and key actions.

MOTION AS AMENDED: Council Member Kniss moved, seconded by Council Member Tanaka to accept the 2020-2021 Sustainability Work Plan, and direct Staff to return with an interim report before summer break and before AECOM does an impact analysis of goals and key actions.

MOTION AS AMENDED PASSED: 7-0

Adjournment: The meeting was adjourned at 10:05 P.M.



CITY OF PALO ALTO CITY COUNCIL DRAFT ACTION MINUTES

Special Meeting
April 20, 2020

The City Council of the City of Palo Alto met on this date via Virtual Teleconference at 5:03 P.M.

Participating Remotely: 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, Molly Stump, Monique LeConge Ziesenhenne, Nick Raisch, Kiely Nose, Gina Roccanova)
Employee Organizations: Utilities Management and Professional Association of Palo Alto (UMPAPA); Service Employees International Union, (SEIU) Local 521; Service Employees International Union, (SEIU) Local 521, Hourly Unit; Palo Alto Police Officers Association (PAPOA); Palo Alto Fire Chiefs' Association (FCA) and Employee Organization: International Association of Fire Fighters (IAFF), Local 1319; Palo Alto Police Manager's Association (PAPMA)
Authority: Government Code Section 54957.6(a).

MOTION: Mayor Fine moved, seconded by Council Member Kniss to go into Closed Session.

MOTION PASSED: 7-0

Council went into Closed Session at 5:09 P.M.

Council returned from Closed Session at 6:36 P.M.

Mayor Fine announced: As everyone is aware, we are entering into a very serious budget season. To meet the challenges that face us we will need participation and sacrifice from every part of our City community. We recognize and thank all of our employees for the work they do for our City, with special appreciation to our essential workers. In the coming days, the City's labor relations team will be reaching out to all City labor organizations

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to invite and request labor to work actively with us, as partners, to explore alternatives and find a way forward in these challenging times.

Adjournment: The meeting was adjourned at 6:36 P.M.



CITY OF PALO ALTO CITY COUNCIL DRAFT ACTION MINUTES

Regular Meeting
April 20, 2020

The City Council of the City of Palo Alto met on this date via Virtual Teleconference at 6:38 P.M.

Participating Remotely: Cormack, DuBois, Filseth, Fine, Kniss, Kou, Tanaka

Absent:

Special Action Item

1. Update and Discussion of the COVID-19 Health Emergency and the City's Response- Verbal Presentation, no Report.

MOTION: Mayor Fine moved, seconded by Council Member Kniss to direct Staff to return with a Business Support Program with the following parameters: in the amount of \$500,000 in grants, up to 50 employees, with third party administration, while finding leverage or seeking matching funds.

AMENDMENT: Vice Mayor DuBois moved, seconded by Council Member Filseth to require the program to include \$500,000 in matching funds.

AMENDMENT FAILED: 3-4 Cormack, Kniss, Kou and Tanaka no

MOTION PASSED: 7-0

Council took a break at 8:30 P.M. and returned at 8:43 P.M.

Study Session

2. Presentation of the City Manager's Proposed Fiscal Year (FY) 2020-2021 Budget.

NO ACTION TAKEN

Special Orders of the Day

3. Update and Discussion Regarding the Spring 2020 Board and Commission Recruitment for Positions on the Human Relations Commission, Public Art Commission, and Utilities Advisory Commission.

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MOTION: Vice Mayor DuBois moved, seconded by Council Member Kniss to direct Staff to return, as soon as possible, with options for reducing the number of members on the Public Art Commission and Human Relations Commission, and then reopen recruiting for the Public Art Commission and Human Resources Commission; and direct Staff to continue with interviews for the Utilities Advisory Commission.

MOTION PASSED: 7-0

Agenda Changes, Additions and Deletions

Mayor Fine announced Agenda Item Numbers 8 and 10 were removed.

Minutes Approval

4. Approval of Action Minutes for the April 6, 2020 Council Meeting.

MOTION: Mayor Fine moved, seconded by Council Member Cormack approve the Action Minutes for the April 6, 2020 Council Meeting.

MOTION PASSED: 7-0

Consent Calendar

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

MOTION: Vice Mayor DuBois moved, seconded by Council Member Kniss to approve Agenda Item Numbers 5-7 and 9.

5. Approval of Contract Number C20177684 With Contract Sweeping Services, Inc. for Street Sweeping Services With a Five-year Term and Total Not-to-Exceed Amount of \$5,608,232; and Authorization of the City Manager or Designee to Execute Contract Amendments to Memorialize any Annual Consumer Price Index Adjustments to the Compensation Rates as Provided in the Contract.

6. 840 Kipling Street [18PLN-00185]: Variance Associated With an Individual Review Application for Modifications to an Existing Historic 1,192 Square Foot, One-story Single-family Home Allowing: (1) a Second-story Home Addition on a Substandard, Irregular R-2 Zoned Lot, and (2) Extension of a Non-complying Wall That Encroaches 2.5 Feet Into an Interior Side Setback; On February 26, 2020, the Planning and Transportation Commission Unanimously Recommended Approval of the Variance. This Project is Exempt From the California Environmental Quality Act (CEQA) in Accordance With CEQA Guidelines Section 15301(e).

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7. Approval of the Amended and Restated Agreement for the San Francisquito Creek Joint Powers Authority (JPA) Between the Cities of Palo Alto, Menlo Park, and East Palo Alto, the Santa Clara Valley Water District, and the San Mateo County Flood and Sea Level Rise Resiliency District, to Reflect the Recent Name Change of the Latter Agency and the Current Administrative Practices of the JPA.
- ~~8. Approval of Amendment Number 1 to Contract Number C16162436 With TJKM Transportation Consultants and Amendment Number 1 to Contract Number C16163381 With Fehr and Peers for Provision of On-call Transportation Engineering Project Support Services; Each Amendment Will Extend Each Term Through April 30, 2021; and Increase Maximum Compensation by \$200,000 to Each Contract for a Total Not to Exceed Amount of \$1,000,000 per Contract. (Continued to an unknown date)~~
9. Adoption of an Ordinance Temporarily Suspending the Expiration of and Automatically Extending all Planning Entitlements, Building Permits, and Building Permit Applications Valid as of March 16, 2020; the Ordinance Also Suspends and Extends Municipal Code Application Processing Timelines. This Action is Exempt From the California Environmental Quality Act (CEQA) in Accordance With CEQA Guidelines Section 15061(b)(3).

MOTION PASSED FOR AGENDA ITEM NUMBER 5: 6-1 Tanaka no

MOTION PASSED FOR AGENDA ITEMS NUMBER 6-7 and 9: 7-0

Action Items

- ~~10. Adoption of a Resolution Waiving the Business Registration Fee for Calendar Year 2020 in Calendar Year 2020; Adoption of a Resolution Rescinding the Levy of Assessments for the Downtown Business Improvement District (BID) for Fiscal Year (FY) 2020; and Approval of the Reimbursement of Business Registration Fees and BID Assessments Due in 2020. (Continued to May 4, 2020)~~

Adjournment: The meeting was adjourned at 10:32 P.M. in the spirit of Earth Day and Palo Alto's Birthday.