



# POLICY AND SERVICES COMMITTEE ACTION MINUTES

Regular Meeting  
April 13, 2021

The Policy and Services Committee of the City of Palo Alto met on this date in virtual teleconference at 7:01 P.M.

Present: Kou, Stone, Tanaka arrived at 7:06 P.M.

Absent:

## Agenda Items

1. Discussion and Recommendation to the City Council to Accept the City Auditor's Quarterly Status Report (Q3 of Fiscal Year 2021); and Approve Additional Task Orders for Approved Audit Activities.

**MOTION:** Council Member Tanaka moved, seconded by Council Member Stone for the Policy and Services Committee to take the following actions and forward the corresponding report to City Council on the consent calendar:

- A. Accept the Office of the City Auditor's Quarterly Status Report covering January – March 2021; and
- B. Approve the following Task Orders, identified in the Audit Plan Report:
  - i. Building Permitting Process Review.
  - ii. Non-Profit Agreement Risk Review.

**MOTION PASSED:** 3-0

2. City Council Referral to the Policy and Services Committee: Consideration of Rent Forgiveness for City Tenants in an Amount Not-to-Exceed the City Council COVID-19 Reserve.

**MOTION:** Chair Kou moved, seconded by Council Member Stone for the Policy and Services Committee to recommend the City Council consider the creation of a rent forgiveness program (Option 2) using a COVID-19 impact approach for City tenants who were not forgiven three months of rent by

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City Council on March 1, 2021, for up to three months and not to exceed \$50,000 per tenant.

**MOTION PASSED:** 3-0

3. Discussion and Recommendation to Council on Referring Investigations of Discrimination, Harassment, and Retaliation by Police Officers to the Independent Police Auditor (IPA).

**MOTION:** Council Member Stone moved, seconded by Chair Kou for the Policy and Services Committee to recommend the City Council direct Staff and IPA to include harassment, retaliation and discrimination claims within the IPA scope; and research best practices to balance the needs of transparency and public oversight while preserving the anonymity of complainants, witnesses and the subject.

**MOTION PASSED:** 3-0

Adjournment: The meeting was adjourned at 9:23 P.M.