



# City of Sunnyvale

## Notice and Agenda

### Sustainability Commission

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Monday, October 18, 2021

7:00 PM

Telepresence Meeting: City Webstream

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Meeting Online Link: <https://sunnyvale-ca-gov.zoom.us/j/95835903911>

#### **TELECONFERENCE NOTICE**

*Because of the COVID-19 emergency and the health orders issued by Santa Clara County and the State of California, this meeting of the Sunnyvale Sustainability Commission will take place by teleconference, as allowed by Government Code Subdivision 54953 (e); pursuant to state law, the City Council is scheduled to make the necessary findings on October 26, 2021.*

- *Watch the Sustainability Commission meeting at:  
<http://youtube.com/SunnyvaleMeetings>*
- *Submit written comments to the Sustainability Commission up to 4 hours prior to the meeting to [sustainabilitycommission@sunnyvale.ca.gov](mailto:sustainabilitycommission@sunnyvale.ca.gov) or by mail to City Clerk, 603 All America Way, Sunnyvale, CA 94086.*
- *Teleconference participation: You may provide audio public comment by connecting to the teleconference meeting online or by telephone. Use the Raise Hand feature to request to speak (\*9 on a telephone):*

*Meeting online link: <https://sunnyvale-ca-gov.zoom.us/j/95835903911>*

*Meeting call-in telephone number: 833-548-0282 | Meeting ID: 958 3590 3911*

*Pursuant to the Americans with Disabilities Act (ADA) and Executive Order N-29-20, if you need special assistance to provide public comment, contact the City at least 2 hours prior to the meeting in order for the City to make reasonable alternative arrangements for you to communicate your comments. For other special assistance; please contact the City at least 48 hours prior to the meeting to enable the City to make reasonable arrangements to ensure accessibility to this meeting. ADA contact: Madeline Willett may be reached at 408-730-7798 or*

[mwillett@sunnyvale.ca.gov](mailto:mwillett@sunnyvale.ca.gov) (28 CFR 35.160 (b) (1)).

### **CALL TO ORDER**

### **ROLL CALL**

### **STUDY SESSION**

- |         |                                       |
|---------|---------------------------------------|
| 21-0977 | Zero Waste Program Update             |
| 21-0978 | Climate Action Playbook Annual Update |

### **ORAL COMMUNICATIONS**

*This category provides an opportunity for members of the public to address the Sustainability Commission on items not listed on the agenda and is limited to 15 minutes (may be extended or continued after the public hearings/general business section of the agenda at the discretion of the Chair) with a maximum of up to three minutes per speaker. Please note the Brown Act (Open Meeting Law) does not allow the Sustainability Commission to take action on an item not listed on the agenda. If you wish to address the Sustainability Commission, please refer to the notice at the beginning of this agenda. Individuals are limited to one appearance during this section.*

### **CONSENT CALENDAR**

- |   |         |   |
|---|---------|---|
| 1 | 21-0979 | Approve the Sustainability Commission Meeting Minutes of September 20, 2021 |
|---|---------|---|

**Recommendation:** Approve the Sustainability Commission Minutes of September 20, 2021, as submitted.

### **PUBLIC HEARINGS/GENERAL BUSINESS**

- |   |         |   |
|---|---------|---|
| 2 | 21-0987 | Consideration for adding a Member to the Sustainability Speaker Series Subcommittee |
| 3 | 21-0988 | Draft 2022 Master Work Plan   |

### **STANDING ITEM: CONSIDERATION OF POTENTIAL STUDY ISSUES**

- |   |         |   |
|---|---------|---|
| 4 | 21-0904 | Street Tree Repopulation with Equity Lens (Potential Study Issue) |
|---|---------|---|

### **NON-AGENDA ITEMS & COMMENTS**

**-Commissioner Comments****-Staff Comments****INFORMATION ONLY REPORTS/ITEMS**

**21-0982**            Sponsored and Returning Study Issues

**21-0981**            Updated Annual Work Plan October 2021

**ADJOURNMENT***Notice to the Public:*

*Any agenda related writings or documents distributed to members of this meeting body regarding any item on this agenda will be made available for public inspection through the Office of the City Clerk located at 603 All America Way, during normal business hours and in the Council Chamber on the evening of the Sustainability Commission Meeting, pursuant to Government Code §54957.5.*

*Agenda information is available by contacting Madeline Willett at 408-730-7798 or [mwillett@sunnyvale.ca.gov](mailto:mwillett@sunnyvale.ca.gov). Agendas and associated reports are also available on the City's website at [sunnyvale.ca.gov](http://sunnyvale.ca.gov) or at the One-Stop Desk, City Hall, 456 W. Olive Ave., Sunnyvale, CA, 72 hours before the Meeting.*



# City of Sunnyvale

## Agenda Item

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**21-0977**

**Agenda Date:** 10/18/2021

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Zero Waste Program Update



# City of Sunnyvale

## Agenda Item

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**21-0978**

**Agenda Date:** 10/18/2021

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Climate Action Playbook Annual Update



# City of Sunnyvale

## Agenda Item

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**21-0979**

**Agenda Date:** 10/18/2021

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**SUBJECT**

Approve the Sustainability Commission Meeting Minutes of September 20, 2021

**RECOMMENDATION**

Approve the Sustainability Commission Minutes of September 20, 2021, as submitted.



# City of Sunnyvale

## Meeting Minutes - Draft

### Sustainability Commission

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Monday, September 20, 2021

7:00 PM

Telepresence Meeting: City Web Stream

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#### **CALL TO ORDER**

Pursuant to Section 3 of Executive Order N-29-20 (March 17, 2020) and Section 42 of Executive Order N-08-21 (June 11, 2021), issued by Governor Newsom, the meeting was conducted telephonically.

Chair Wickham called the meeting to order at 7:00 p.m. via teleconference.

#### **ROLL CALL**

**Present:** 6 - Chair Kristel Wickham  
Vice Chair Douglas Kunz  
Commissioner Kristina Pistone  
Commissioner Murali Srinivasan  
Commissioner Tonya Veitch  
Commissioner Justin Wang  
**Absent:** 1 - Commissioner Shana Padgett

Commissioner Padgett – absent (excused).

Council Liaison – Councilmember Larsson (present).

Commissioner Padgett's absence was excused by general consent.

Council Liaison Larsson arrived at 07:05 p.m.

Chair Wickham, Vice Chair Kunz, all Commissioners, and Council liaison attended via teleconference.

#### **PRESENTATION**

[21-0315](#)

PRESENTATION - Carbon Sequestration and Getting to 100% Carbon Reductions (Commissioner presentation)

Chair Wickham presented on carbon sequestration and what methods could be utilized in Sunnyvale. Commissioners asked clarifying questions, and Chair Wickham provided responses.

### **ORAL COMMUNICATIONS**

None.

### **CONSENT CALENDAR**

[21-0906](#) Approve the Sustainability Commission Meeting Minutes of August 16, 2021

Vice Chair Kunz moved, and Commissioner Veitch seconded, a motion to approve the consent calendar. The motion carried by the following vote:

**Yes:** 5 - Chair Wickham  
Vice Chair Kunz  
Commissioner Pistone  
Commissioner Srinivasan  
Commissioner Veitch

**No:** 0

**Absent:** 1 - Commissioner Padgett

**Abstain:** 1 - Commissioner Wang

### **STANDING ITEM: CONSIDERATION OF POTENTIAL STUDY ISSUES**

[21-0810](#) Fleet Planning for the Electric Vehicle Transition (Potential Study Issue)

Chair Wickham provided a summary of the Potential Study Issue (SI) and her rationale for submitting it.

Vice Chair Kunz noted that the staff response did not seem to address the request for cost comparisons for the fueling station upgrades in comparison to alternative fueling methods.

Commissioner Veitch asked if the point of the SI was to determine if all fueling stations needed to be upgraded to electric vehicle (EV) charging stations or if one would suffice. Chair Wickham indicated that determining whether all fueling station upgrades were needed is a goal of the study. Commissioner Veitch also observed that “significant cost increase” associated with the purchase of an EV was not



defined within the staff response. Staff clarified that funds were available in the Climate Action Playbook budget to cover the additional cost of an EV over that of a gasoline vehicle. Commissioner Veitch also recommended that the Study Issue include a specific request for the development of a fleet electrification plan.

Vice Chair Kunz moved, and Commissioner Pistone seconded, a motion to propose this Study Issue with the following amendments: (a) add “This Study Issue proposes the development of a fleet electrification plan that studies the following elements,” to the end of the first paragraph; and (b) request staff to specifically address the cost comparison described in the first bullet of the SI.

The motion carried by the following vote:

**Yes:** 6 - Chair Wickham  
Vice Chair Kunz  
Commissioner Pistone  
Commissioner Srinivasan  
Commissioner Veitch  
Commissioner Wang

**No:** 0

**Absent:** 1 - Commissioner Padgett

[21-0903](#) Water Neutrality for New Development (Potential Study Issue)

Chair Wickham provided a summary of the Potential SI and her rationale for submitting it.

Commissioner Pistone asked for clarification of the definition of water neutrality, and Chair Wickham responded.

Commissioners asked staff for clarification on what currently exists within Sunnyvale’s Green Building Program for water conservation and onsite reuse, and staff responded.

Vice Chair Kunz and Commissioner Pistone noted that they were not sure if this SI was the best method for encouraging water conservation and reuse.

No further decision was made on this Study Issue.

[21-0907](#) 2022 Proposed Study Issues

Staff shared that the response was still being developed to one additional SI form submitted by a Commissioner. Staff is aiming to include this SI form in the October meeting agenda.

Commissioner Pistone provided a summary of the Proposed SI on Assessment and Promotion of Sustainable Landscaping Strategies, including its amendments.

Chair Wickham moved, and Vice Chair Kunz seconded, a motion to sponsor both proposed Study Issues (1) Assessment and Promotion of Sustainable Landscaping Strategies and (2) Fleet Planning for the Electric Vehicle (EV) Transition.

The motion carried by the following vote:

**Yes:** 6 - Chair Wickham  
Vice Chair Kunz  
Commissioner Pistone  
Commissioner Srinivasan  
Commissioner Veitch  
Commissioner Wang

**No:** 0

**Absent:** 1 - Commissioner Padgett

### **NON-AGENDA ITEMS & COMMENTS**

#### **-Commissioner Comments**

Commissioner Veitch encouraged Commissioners to attend the following events: (1) NorCal symposium on Climate Health and Equity Friday, September 24, 2021; (2) Sustainable Silicon Valley WaterPalooza from 1 to 5 p.m., from September 30 – October 1, 2021; (3) BayREN Energy Efficiency and Electrification webinar from 6 to 7:15 p.m. on Thursday, October 28, 2021.

Commissioner Pistone encouraged Commissioners to attend a webinar at 2 p.m. on Thursday, September 23, 2021, hosted by the Earth Science Division at NASA Ames on Reversing Climate Disruption and Ocean Decline with David Kowek.

Commissioner Wang encouraged commissioners to attend a webinar from 5 to 6 p.m. on Tuesday, October 5, 2021, hosted by SPUR and the Greenbelt Alliance on sea level rise adaptation and sea wall construction.

#### **-Staff Comments**

Madeline Willett, Environmental Engineering Coordinator, shared that the City will be holding a Mercury Thermometer Exchange event at the Sunnyvale Senior Center from 10 to noon on Tuesday, September 21, 2021. She also shared some items of interest scheduled for upcoming City Council meeting agendas.

Nupur Hiremath, Environmental Programs Manager, reminded Commissioners to watch the recording of the Board and Commission Chair and Vice Chair training sent out by the City Clerk.

**INFORMATION ONLY REPORTS/ITEMS**

[21-0905](#) Updated Annual Work Plan September 2021

**ADJOURNMENT**

The meeting was adjourned at 9:48 p.m.



# City of Sunnyvale

## Agenda Item

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**21-0987**

**Agenda Date:** 10/18/2021

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Consideration for adding a Member to the Sustainability Speaker Series Subcommittee



# City of Sunnyvale

## Agenda Item

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**21-0988**

**Agenda Date:** 10/18/2021

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Draft 2022 Master Work Plan

## 2022 Master Work Plan – **Working Draft**

### Sustainability Commission Annual Calendar

MEETING DATE	AGENDA ITEM/ISSUE
January	<ul style="list-style-type: none"> <li>Rank 2021 Study Issues</li> </ul>
February	<ul style="list-style-type: none"> <li>Climate Action Playbook Update</li> </ul>
March	<ul style="list-style-type: none"> <li></li> </ul>
April	<ul style="list-style-type: none"> <li></li> </ul>
May	<ul style="list-style-type: none"> <li>Review Recommended Budget</li> </ul>
June	<ul style="list-style-type: none"> <li>Recognition of Service</li> <li>Climate Action Playbook Update</li> </ul>
July	<ul style="list-style-type: none"> <li>Selection of Chair and Vice Chair</li> </ul>
August	<ul style="list-style-type: none"> <li>Review Study Issue Process and Timelines</li> </ul>
September	<ul style="list-style-type: none"> <li></li> </ul>
October	<ul style="list-style-type: none"> <li>Final month to Propose Study Issues</li> <li>Climate Action Playbook Update</li> </ul>
November	<ul style="list-style-type: none"> <li>Approve 2022 Master Work Plan</li> </ul>
December	<ul style="list-style-type: none"> <li>Annual Review of Code of Ethics and Conduct for Elected and Appointed Officials</li> </ul>

#### **Additional items yet to be scheduled:**

- Study Issues may be proposed at any meeting throughout the year
- Study Issues presentation dates will be added following approval by Council

#### **2020 Annual Work Plan items not completed:**

- General Plan Update Air Quality, Noise, and Environmental Justice [study session]
- El Camino Real Precise Plan Update [study session]
- Moffett Park Specific Plan [study session] (*only if not completed in 2021*)



# City of Sunnyvale

## Agenda Item

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**21-0904**

**Agenda Date:** 10/18/2021

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Street Tree Repopulation with Equity Lens (Potential Study Issue)



## Board and Commission Study Issue Form

The Study Issues process is designed to assist City Council with setting priorities for the coming calendar year. Board and commission members have two roles in this process:

1. To advise Council regarding the identification of policy issues to study, within their relevant area of authority.
2. To advise Council on those issues Council has decided to study.

The study issues process should focus on considering a new or revised ordinance, new or expanded service delivery program, changes to existing Council Policy, or amendments to the General Plan. The Study Issues Form is designed to focus board and commissioner members' ideas on potential policy study issues and provide the opportunity for staff feedback and guidance in a transparent process.

*Board or commissioners may only fill out a form for study issue ideas within their purview.*

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**Date Submitted to Staff Liaison:** 7/6/2021

**Board/ Commission:** Sustainability Commission

**Submitted by:** Kristel Wickham

**Study Issue Working Title:** Street Tree Repopulation with Equity Lens

### 1. What are the key elements of the issue? What precipitated this study?

During an Urban Forest Management Plan Update in February 2021, Commissioners became aware that the city has over 5,000 empty street tree spaces (more than when the UFMP was adopted in 2014). The urban canopy has not been measured since 2011 but cannot be expected to increase to the goal of 20.5% without filling these spots. The cost of planning, planting, watering, and lifetime trimming of street trees is significant, but is paid back in public health and environmental benefits (e.g., reduced heat island effect, improved air quality, lower crime rates, increased walking, and biking).

Key elements:

- Identify how to fill all vacant street tree locations within 5 years, and secure resources required.
- Prioritize areas with lower residential tree canopy such as in under-served neighborhoods or near multifamily dwellings in line with the new council priority of Diversity Equity and Inclusion.
- Evaluate software to track street trees (ref. Cupertino's GIS).

### 2. Staff Summary of Scope and/or Comments: [Staff Use Only]

This study would include a cost analysis for the required resources for filling in the 5,000 vacant street tree locations. It would also include a maintenance plan with associated ongoing costs and staff time that considers tree establishment and established tree maintenance. Watering to aid tree establishment is





Sunnyvale

## Memorandum

critical and has been a barrier in the past for replacement street trees. This study would determine an affordable, best practice for watering newly planted trees for a certain duration until established.

To address the equity component, this study would include a cost analysis and strategy for targeting the tree repopulation in historically underserved neighborhoods, low-income neighborhoods, or neighborhoods that currently have the least amount of urban tree canopy. In addition, the study would examine a longer-term resource plan for maintaining trees in these neighborhoods, where residents may otherwise face hardships or challenges to maintain the tree themselves.

Currently the City uses Davey Resource Group's Tree Keeper for tracking street tree inventory. Due to COVID-19 pandemic related budget cuts and revenue shortfalls, tree inventory has been postponed. This study could investigate other, more cost-effective methods that may be available for tracking street tree inventory.



# City of Sunnyvale

## Agenda Item

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**21-0982**

**Agenda Date:** 10/18/2021

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Sponsored and Returning Study Issues

### Returning Study Issues

Study Issue ID	Study Issue	Status Information
<a href="#">CDD 20-04</a>	Encourage Decarbonization Readiness During Electric Upgrades	Deferred by SC in 2021. Will return for consideration in 2022.
<a href="#">DPW 20-01</a>	Reducing the City of Sunnyvale's Fossil Fuel Infrastructure and Equipment	Ranked by SC in 2021. Deferred by Council in 2021. Will return for consideration in 2022.
<a href="#">ESD 17-01</a>	Eliminate the Use of Chemical Pesticides on City Owned or Leased Property	Ranked by SC in 2021, above the line. Study issues was not funded at the 2021 budget workshop. Will return for consideration in 2022.

### Sponsored Study Issues

Study Issue ID	Study Issue	Status Information
NA	Assessment and Promotion of Sustainable Landscaping Strategies	Sponsored by Sustainability Commission at September 20, 2021, meeting
NA	Fleet Planning for the Electric Vehicle Transition	Sponsored by Sustainability Commission at September 20, 2021, meeting



# City of Sunnyvale

## Agenda Item

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**21-0981**

**Agenda Date:** 10/18/2021

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Updated Annual Work Plan October 2021

## 2021 Master Work Plan

### Sustainability Commission Annual Calendar

MEETING DATE	AGENDA ITEM/ISSUE
January 19	<ul style="list-style-type: none"> <li>SVCE Decarbonization Joint Action Plan [SVCE staff]</li> <li>Rank 2021 Study Issues</li> </ul>
February 16	<ul style="list-style-type: none"> <li>Urban Forest Management Plan [presentation]</li> <li>Equitable and Sustainable COVID-19 Recovery [Commissioner presentation: Veitch] (rescheduled from January)</li> </ul>
March 15	<ul style="list-style-type: none"> <li>Climate Action Playbook Quarterly Update [study session]</li> <li>Study Issue: Single Use Plastics [public hearing] (rescheduled from April)</li> </ul>
April 19	<ul style="list-style-type: none"> <li>City Approaches to Resilience [Commissioner presentation: Paton] (rescheduled from March)</li> </ul>
May 17	<ul style="list-style-type: none"> <li>Review Recommended Budget</li> </ul>
June 21	<ul style="list-style-type: none"> <li>Recognition of Service</li> <li>Lawrence Station Area Plan [study session]</li> <li>Climate Action Playbook Quarterly Update [study session]</li> </ul>
July 19	<ul style="list-style-type: none"> <li>Selection of Chair and Vice Chair</li> <li>Urban Water Management Plan update [presentation] (rescheduled from March)</li> <li>Circular Economy and Relationship to Sustainable Purchasing [Commissioner presentation: Wickham]</li> <li>Review Study Issue Process and Timelines</li> </ul>
August 16	<ul style="list-style-type: none"> <li>Clean Water Program update [presentation]</li> </ul>
September 20	<ul style="list-style-type: none"> <li>Discuss Proposed Study Issues</li> <li>Carbon Sequestration and Getting to 100% Carbon Reductions [Commissioner presentation: Wickham]</li> </ul>
October 18	<ul style="list-style-type: none"> <li>Final month to Propose Study Issues</li> <li>Zero Waste Program Update [study session] (rescheduled from April)</li> <li>Climate Action Playbook Quarterly Update [study session]</li> <li>Consideration for adding a Member to the Sustainability Speaker Series Subcommittee</li> <li>Draft 2022 Master Work Plan</li> </ul>
November 15	<ul style="list-style-type: none"> <li>Approve 2022 Master Work Plan</li> <li>Moffett Park Specific Plan [study session] (rescheduled from April)</li> <li>Superfund Sites in Sunnyvale [Commissioner presentation: Wickham]</li> </ul>

MEETING DATE	AGENDA ITEM/ISSUE
December 20	<ul style="list-style-type: none"> <li>• Annual Review of Code of Ethics and Conduct for Elected and Appointed Officials</li> <li>• FY 22-23 Sustainability Speaker Series Proposal [Subcommittee]</li> <li>• Climate Action Playbook Quarterly Update [study session]</li> </ul>

**Additional items yet to be scheduled:**

- Study Issues may be proposed at any meeting throughout the year
- Study Issues presentation dates will be added following approval by Council
- Reach Codes Phase II (depending Council decision during adoption in October 2020)
- Sustainable Purchasing Policy
- Discussion of Next Game Plan
- El Camino Real Precise Plan Update [study session]
- Green Streets Initiative [Commissioner presentation: Kunz]
- City Approaches to Resilience Hubs for Emergency Response [Commissioner presentation: Veitch]
- General Plan Update – Air Quality, Noise and Environmental Justice [study session] (rescheduled from January)
- Best Practices in Transportation Demand Management [Commissioner presentation]
- Sustainability and Wildfires with Consideration of Air Quality [Commissioner presentation: Padgett]
- Updates from Neighborhood Associations, Teen Advisory Committee, and Youth Groups [Commissioner presentation or external presenter; TBD]

**Additional Commissioner Presentation topics:**

- Best Practices on Engaging the Public [Unassigned]
- Sea Level Rise impacts [Cm or external presenter; Unassigned]

**Additional Presentations/Updates from Staff requested by Commission:**

*To be completed if staff time and resources permit:*

- Mary Avenue Overcrossing
- Policy Opportunities for Improving Air Quality in Sunnyvale [BAAQMD staff]