



City of Sunnyvale

Notice and Agenda

Sustainability Commission

Tuesday, January 17, 2023

7:00 PM

Online Meeting: City Web Stream

Meeting Online Link: <https://sunnyvale-ca-gov.zoom.us/j/87351330039>

Special 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) and Resolution No. 1089-21 (reaffirmed January 10, 2023).

Public Participation

- *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/87351330039>

Meeting call-in telephone number: 833-548-0282 | *Meeting ID:* 873 5133 0039
(*9 to request to speak | *6 to unmute/mute)

- *Watch the Sustainability Commission meeting at:*
<http://youtube.com/SunnyvaleMeetings>
- *Submit written comments to the Sustainability Commission no later than 4 hours prior to the meeting start to sustainabilitycommission@sunnyvale.ca.gov or by mail to: City Clerk, 603 All America Way, Sunnyvale, CA 94086*
- *Review recordings of this meeting and past meetings at*
<https://sunnyvaleca.legistar.com/calendar.aspx> or
<http://youtube.com/SunnyvaleMeetings>

Accessibility/Americans with Disabilities Act (ADA) Notice

Pursuant to the Americans with Disabilities Act (ADA), if you need special assistance to provide public comment, or 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 (28 CFR 35.160 (b) (1)).

CALL TO ORDER

Call to Order via teleconference.

ROLL CALL

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

All matters listed on the consent calendar are considered to be routine and will be acted upon by one motion. There will be no separate discussion of these items. If a member of the public would like a consent calendar item pulled and discussed separately, please refer to the notice at the beginning of this agenda.

[23-0198](#) Approve the Sustainability Commission Meeting Minutes of December 19, 2022

Recommendation: Approve the Sustainability Commission Minutes of December 19, 2022, as submitted.

PUBLIC HEARINGS/GENERAL BUSINESS

If you wish to speak to a public hearing/general business item, please refer to notice at the beginning of this agenda. Each speaker is limited to a maximum of three minutes.

[23-0196](#) Rank 2023 Study Issues

STANDING ITEM: CONSIDERATION OF POTENTIAL STUDY ISSUES

NON-AGENDA ITEMS & COMMENTS

-Commissioner Comments

-Staff Comments

INFORMATION ONLY REPORTS/ITEMS

[23-0197](#)

Updated Annual Work Plan January 2023

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 in the originating department or can be accessed 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. Agendas and associated reports are also available on the City's website at 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

23-0198

Agenda Date: 1/17/2023

SUBJECT

Approve the Sustainability Commission Meeting Minutes of December 19, 2022

RECOMMENDATION

Approve the Sustainability Commission Minutes of December 19, 2022, as submitted.



City of Sunnyvale

Meeting Minutes - Draft

Sustainability Commission

Monday, December 19, 2022

7:00 PM

Telepresence Meeting: City Webstream

CALL TO ORDER

Pursuant to Government Code Subdivision 54953(e), the meeting was conducted telephonically; pursuant to state law, the City Council made the necessary findings by adopting Resolution No. 1089-21, reaffirmed on December 13, 2022.

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

ROLL CALL

Present: 5 - Chair Kristel Wickham
Vice Chair Douglas Kunz
Commissioner Jeffery Nabhan
Commissioner Kristina Pistone
Commissioner Tonya Veitch
Absent: 1 - Commissioner Justin Wang

Council Liaison – Councilmember Larsson (present)

Commissioner Wang's absence was unexcused.

Chair Wickham, Vice Chair Kunz, all Commissioners, and Councilmember Larsson attended via teleconference.

PRESENTATION

[22-1156](#) PRESENTATION - Climate Action Playbook Annual Progress Update

Madeline Willett, Environmental Programs Manager, provided the Climate Action Playbook progress and Game Plan 2028 development updates. Commissioners asked clarification questions, and staff provided answers.

Chair Wickham opened public comment.

Donald Whittaker made comments.

Chair Wickham closed public comment.

ORAL COMMUNICATIONS

None.

CONSENT CALENDAR

[22-1155](#) Approve the Sustainability Commission Meeting Minutes of November 21, 2022

Commissioner Veitch moved, and Vice Chair Kunz seconded, a motion to approve the consent calendar.

The motion carried by the following vote:

Yes: 4 - Chair Wickham
Vice Chair Kunz
Commissioner Pistone
Commissioner Veitch

No: 0

Absent: 1 - Commissioner Wang

Abstain: 1 - Commissioner Nabhan

PUBLIC HEARINGS/GENERAL BUSINESS

[22-1158](#) Annual Review of Code of Ethics and Conduct for Elected and Appointed Officials

Ms. Willett noted that there were no updates to the 2022 Code of Ethics.

Chair Wickham opened the public hearing.

No public comments were made.

Chair Wickham closed the public hearing.

Vice Chair Kunz moved, and Commissioner Veitch seconded, a motion declaring Commissioners have read and will abide by the rules of the Code of Ethics.

The motion carried by the following vote:

Yes: 5 - Chair Wickham
Vice Chair Kunz
Commissioner Nabhan
Commissioner Pistone
Commissioner Veitch

No: 0

Absent: 1 - Commissioner Wang

STANDING ITEM: CONSIDERATION OF POTENTIAL STUDY ISSUES

No new Study Issues were submitted.

NON-AGENDA ITEMS & COMMENTS

-Commissioner Comments

Commissioner Pistone shared that Sustainability Speaker Series event held on December 14, 2022, was successful and had 50 attendees.

Chair Wickham encouraged Commissioners to attend the online event “Pathways to Healthy, Electric Cities” on January 12, 2023, from 4:30-6:30 p.m. She noted that the Bay Area Air Quality Management District will be voting on a ruling that would limit the sale of natural gas-powered appliances.

-Staff Comments

Ms. Willett shared that the City of Sunnyvale is hiring for the Environmental Programs Specialist role. She discussed the Moffett Park Specific Plan community meeting dates with the Commission and noted other important dates coming up.

INFORMATION ONLY REPORTS/ITEMS

[22-1154](#)

Updated Annual Work Plan December 2022

ADJOURNMENT

The meeting was adjourned at 8:21 p.m.



City of Sunnyvale

Agenda Item

23-0196

Agenda Date: 1/17/2023

Rank 2023 Study Issues



City of Sunnyvale

Agenda Item

23-0106

Agenda Date: 2/16/2023

2023 COUNCIL STUDY ISSUE

NUMBER

DPW 22-01

TITLE Fleet Planning for Electric Vehicle Transition

BACKGROUND

Lead Department: Department of Public Works

Support Departments: Office of the City Manager
Office of the City Attorney
Environmental Services Department
Community Development Department

Sponsor(s): Sustainability Commission

History: 1 year ago: Deferred by Council
2 years ago: N/A

SCOPE OF THE STUDY

What precipitated this Study?

The Climate Action Playbook (adopted August 2019) includes Strategies 2 and 3 to decarbonize buildings and transportation. A Sustainability Commission-sponsored Study Issue (SI) titled “Reducing the City of Sunnyvale’s Fossil Fuel Infrastructure and Equipment” (DPW 20-01) was intended to encourage the City to review methods to support these strategies and proactively prepare the City’s infrastructure to ensure a transition to decarbonizing the City’s facilities, operations, and vehicles. Staff previously recommended to defer the study based on the current City practice to evaluate each vehicle for suitable electric equivalent and the uncertainty of the electric vehicle (EV) market for many types of vehicles. In response to the staff recommendation regarding DPW 20-01, the Sustainability Commission created this SI to specifically address transportation-related fossil fuel infrastructure in unison with a Fleet Electrification Plan. Identifying ways to implement targets in the Climate Action Playbook Strategy 3, also supports Council Policy 3.7.2 (Reduction of Carbon Dioxide Emissions from City Operations).

What are the key elements of the Study?

The intent of the Study is to ascertain what would be required to reduce the City’s fossil fuel infrastructure while increasing the City’s zero emission vehicles. A Fleet Electrification Plan would be developed with the following Key Elements:

- 1) Total cost of ownership of the City’s three on-site fueling (gas or diesel) stations, including costs of replacement, permitting, inspection, operation, maintenance, and decommissioning.
- 2) Total cost of ownership of gasoline/diesel vehicles compared to electric vehicles (e.g., initial purchase, fueling/charging, maintenance, useful life) for different vehicle types.

- 3) Projections of fleet electrification (%) by year based on predicted EV options and upcoming retirements for each fleet vehicle type.
- 4) Planning (e.g., timeline, budget needs, technical/power requirements, locations, grants) for EV charging to support the growing EV fleet.

Estimated years to complete study: 2 years

FISCAL IMPACT

Cost to Conduct Study

Level of staff effort required (opportunity cost):	Moderate
Funding Required for Non-Budgeted Costs:	\$250,000
Funding Source:	Will seek budget supplement

The cost is for consultant services that are necessary to complete the Study. The consultant team will require different levels of expertise including engineering, environmental, and transportation.

Cost to Implement Study Results

Unknown. The Study would include an assessment of potential costs, including capital and operating, as well as revenue/savings.

EXPECTED CITY COUNCIL, BOARD OR COMMISSION PARTICIPATION

Council-Approved Work Plan: No

Council Study Session: No

Reviewed by Boards/Commissions: Sustainability Commission

STAFF RECOMMENDATION

Defer. This policy issue merits discussion at a future Study Issues Workshop.

Identifying fossil fuel infrastructure and equipment and examining a pathway to electrification is essential for the City to decarbonize its infrastructure over the next 30 years and to achieve the City's Climate Action Playbook targets for Strategy 3.

City staff is already working on electrifying all new, City-owned fleet "pool" cars (i.e., passenger vehicles). Staff is also investigating the feasibility of replacing the existing compressed natural gas garbage trucks with electric trucks as they come up for replacement as part of the new solid waste collection franchise agreement.

The City has immediate plans to begin addressing fossil fuel infrastructure by first addressing its end uses. Pursuant to the Climate Action Playbook Strategy 3, the specific Next Move to address this issue is *Move 3.L: Electrify Municipal Fleet as vehicles are replaced and continue to seek incentives for electric vehicles and charging infrastructure.*

Addressing the end uses through this Move will facilitate eventual phasing out of fossil fuel infrastructure that serves the fleet today. There is uncertainty as to when vehicles that would serve the needs of the fleet will be available, making it very difficult to set forth a clear plan for electrification. For certain vehicle and equipment types, such as police interceptors, backhoes, and fire trucks, alternative all-electric options are not currently available, are available only in pilot stage,

and/or are prohibitively expensive at this time without a clear timeline of how long they will take to get to market. Such vehicles and equipment may still require ongoing support infrastructure, such as underground fuel tanks, and for the foreseeable future will be dependent on fossil fuels.

For these reasons, staff recommends that this Study Issue be deferred to a later date.

Prepared by: Jim Burch, Superintendent of Public Works Operations

Reviewed by: Chip Taylor, Director, Public Works

Reviewed by: Ramana Chinnakotla, Director, Environmental Services

Reviewed by: Teri Silva, Assistant City Manager

Approved by: Kent Steffens, City Manager



City of Sunnyvale

Agenda Item

23-0101

Agenda Date: 2/16/2023

2023 COUNCIL STUDY ISSUE

NUMBER

DPW 22-04

TITLE Street Tree Repopulation with an Equity Lens

BACKGROUND

Lead Department: Department of Public Works

Support Departments: Office of the City Manager
Office of the City Attorney
Environmental Services Department

Sponsor(s): Sustainability Commission

History: 1 year ago: Ranked, Below the Line
2 years ago: N/A

SCOPE OF THE STUDY

What precipitated this Study?

In February 2021, the Department of Public Works, Parks Division presented an update to the Sustainability Commission on the City's Urban Forest Management Plan (UFMP). In this presentation, staff noted that there are more than 5,000 empty street tree spaces. The goal of the UFMP is to increase the urban tree canopy to 20.5%. Currently, canopy coverage is at 18.5% (2007 data); achieving the goal of 20.5% would require adding 29,000 new trees. Thus, filling empty tree spaces will be important to achieving this goal. The cost of planning, planting, watering and lifetime trimming of street trees is significant, but results in environmental benefits (e.g., reduced heat island effect, improved air quality, and carbon sequestration).

The City's Climate Action Playbook's Play 4.3 goal is to enhance natural carbon sequestration capacity by implementing various strategies, including Move 4.F (Implement the City's UFMP and continue to protect and greatly expand tree canopy). Further, prioritizing trees in underserved neighborhoods is aligned with Council's Policy Priority of Equity, Access, and Inclusion. This Study Issue aims to ensure the available resources are used to add trees in underserved, low-income neighborhoods, or neighborhoods with the least amount of tree cover.

What are the key elements of the Study?

The intent of this Study is to develop a strategy/plan for planting trees in the 5,000 vacant tree locations within five years. This strategy/plan would include the following elements:

1. Identify how to fill all 5,000 vacant street tree locations within five years including how to secure the resources required. This would include a cost analysis for:
 - a. Planting trees and establishing them; and
 - b. Ongoing maintenance and operation costs following tree planting. In the past, the responsibility, cost, and logistics of watering newly planted trees has been a barrier for

their establishment.

2. Develop a strategy for prioritizing residential areas with lower tree canopy, low-income neighborhoods, multifamily dwellings, and other historically underserved communities.

Estimated years to complete study: 1 year

FISCAL IMPACT

Cost to Conduct Study

(Delete any empty rows in table)

Level of staff effort required (opportunity cost):	Moderate
Funding Required for Non-Budgeted Costs:	\$50,000
Funding Source:	Will seek budget supplement

This Study can be conducted by staff and consultant services.

Cost to Implement Study Results

Staff estimates that the cost to implement this Study is significant. The Study will develop estimates to implement this type of program including the cost of new trees, planting the trees, installing root barriers, and watering the trees during the first three years of establishment. Additional staff and at least one watering truck may be necessary to maintain the new trees.

EXPECTED CITY COUNCIL, BOARD OR COMMISSION PARTICIPATION

Council-Approved Work Plan: No

Council Study Session: No

Reviewed by Boards/Commissions: Sustainability, Parks and Recreation

STAFF RECOMMENDATION

Support. This policy issue merits discussion at the 2023 Study Issues Workshop.

The Study would provide valuable information for evaluating the implementation of two key City Plans: the UFMP and the Climate Action Playbook. An analysis of vacant tree locations in underserved neighborhoods could help to accelerate and guide the City's implementation of the UFMP, and ensure that these neighborhoods would be prioritized when resources become available for adding new trees in the future. Based on staff's experience, residents in underserved neighborhoods tend to decline a street tree as they typically do not have resources (e.g., time, income) to care for it. In addition to prioritizing locations in underserved neighborhoods, this Study would examine a longer-term resource plan for maintaining trees where residents may otherwise face hardships or challenges to maintain the trees themselves. Developing such a resource plan would assist staff in budgeting reliably for future UFMP implementation, while addressing equity disparities and achieving climate goals.

Prepared by: Madeline Willett, Environmental Programs Manager

Reviewed by: Jim Stark, Superintendent of Parks and Golf

Reviewed by: Ramana Chinnakotla, Director of Environmental Services

Reviewed by: Chip Taylor, Director of Public Works

Reviewed by: Teri Silva, Assistant City Manager

Approved by: Kent Steffens, City Manager



City of Sunnyvale

Agenda Item

23-0110

Agenda Date: 2/16/2023

2023 COUNCIL STUDY ISSUE

NUMBER

ESD 17-01

TITLE Eliminate the Use of Chemical Pesticide on City Owned or Leased Property

BACKGROUND

Lead Department: Environmental Services Department

Support Departments: Office of the City Manager
Office of the City Attorney
Public Works Department
Library and Recreation Services

Sponsor(s): Sustainability Commission

History: 1 year ago: Deferred by Council
2 years ago: Ranked, Budget Supplement Not Approved

SCOPE OF THE STUDY

What precipitated this study?

The Sustainability Commission raised concerns that using chemicals to control weeds and pests may contaminate water and soil leading to negative long-term impacts to human health and non-targeted species (e.g., bees, aquatic life, birds, pets, and beneficial insects).

What are the key elements of the Study?

The purpose of this Study is to evaluate the effectiveness of the City's current Integrated Pest Management (IPM) Policy (Administrative Policy Manual, Chapter 6, Article 12), levels of pesticide use on City property, assess community support for eliminating pesticide use on City property and identify the potential impact on City operations. Additionally, the Study will also consider opportunities for educating residents about chemical pesticide alternatives.

Key Study elements include:

- Identify current costs to the City for purchasing and applying pesticides (i.e., insecticides, herbicides, fungicides, and rodenticides) that are covered in the IPM Policy. Separately identify costs of "Pesticides of Concern" and other chemical pesticides (e.g., glyphosate) used that are not on the 'concern' list. Identify expected net costs of further reducing and eliminating all pesticide use on City property (e.g., increased cost of mechanical weed removal, physical barriers, etc. minus savings from not purchasing pesticides, using mulch etc.).
- Identify benefits to community and environment. These will not be monetized since it is beyond the scope of this Study to assess the value of environmental benefits.

- Identify cost of a pilot study in selected parks or City properties to measure costs/savings in a real application.
- Study cost of implementing a public outreach program to encourage pesticide elimination at homes, schools and businesses and provide information on alternative control means.
- Through a survey of residents and businesses, identify level of awareness and concern by the public on this topic and the desire for the City to devote attention to further pesticide reduction and eventual elimination.
- Benchmark and monitor progress of other cities in the region who have undertaken similar actions.
- Review the City's IPM Policy (effective June 1, 2010) and consider cost/benefit to:
 1. Provide public notification prior to the application of pesticides in public areas;
 2. Add reporting measures to allow the public to be informed on the quantities of each chemical pesticide used by the City (or associated contractors) on an annual basis;
 3. Eliminate use of specific synthetic pesticides that have significant known human toxicity and ecotoxicity impacts; and
 4. Eliminate use of synthetic pesticides within a certain distance of playgrounds and creeks/channels where they may pose a threat to human health and water quality.

Estimated years to complete study: 2 years

FISCAL IMPACT

Cost to Conduct Study

Level of staff effort required (opportunity cost):	Major
Funding Required for Non-Budgeted Costs:	\$100,000
Funding Source:	Will seek budget supplement

The Study would be completed with a mix of staff time and additional consultant services as follows:

- Department of Public Works (DPW) is responsible for landscape management, including the application of pesticides and herbicides on City property.
- Environmental Services Department (ESD), with support from DPW, will take the lead in evaluating the public outreach aspects of the study and complete a survey of residents and businesses.
- The consultant, with management from ESD and support from DPW staff, will survey and monitor what other cities in the area have undertaken for similar projects, complete a cost analysis for current practices and possible changes, and identify options for a pilot project and costs associated with it.

Staff had previously indicated an intention to apply for grant funding. After evaluating grant funding opportunities, staff has determined that the California Department of Pesticide Regulations' (DPR) Alliance Grant Program is not a good match for funding this Study Issue. The Alliance Grant Program would be better suited to fund implementation of actions that the City may take as a result of this Study.

The cost does not anticipate a time-in-motion study to estimate potential cost impacts of chemical alternatives, such as mechanical weed removal. The determination of the net cost impact of chemical alternatives, as identified in the study scope, would be estimated based on research of cost impacts

experienced by the benchmarked communities. Additional funding beyond the \$100,000 may be needed to conduct time-in-motion studies and such costs will be included in the development of the potential pilot project to measure costs/savings in a real application as identified in this Study Issue.

Cost to Implement Study Results

Unknown. The Study would include assessment of potential costs, including capital and operating, as well as revenue/savings.

EXPECTED CITY COUNCIL, BOARD OR COMMISSION PARTICIPATION

Council-Approved Work Plan: No

Council Study Session: No

Reviewed by Boards/Commissions: Sustainability Commission, Parks and Recreation Commission

STAFF RECOMMENDATION

Support. This policy issue merits discussion at the 2023 Study Issues Workshop.

Staff recommends supporting this Study Issue. Last year, staff recommended deferral, pending the outcomes of a planned application for the California Department of Pesticide Regulations' (DPR) Alliance Grant Program to implement the key elements of this Study. However, after further evaluation of the feasibility of applying for that grant and the grant requirements, staff have concluded that the Alliance Grant Program is better suited to fund implementation of actions that may result from this Study rather than the Study itself.

The City's current IPM policy has been in place since 2010. City DPW staff receives annual training on the IPM policy, and pest control contractors are required to also comply with the policy when working on City property. In accordance with the IPM policy, pesticides are used only after other controls have been considered and applied and data on pesticide usage are reported to ESD on a monthly basis. Additionally, the City provides education on IPM at environmental outreach events and participates in regional educational campaigns. ESD also hosts sustainable landscaping classes that promote alternatives to pesticides in partnership with the Bay Area Water Supply and Conservation Agency (BAWSCA) in the spring and fall.

Other cities in the region are implementing variations of limited pesticide use programs. Some examples are:

1. The City of Menlo Park eliminated the use of pesticides in a majority of city parks in 2018, excluding athletic fields. (Menlo Park action, February 2018, www.menlopark.org/DocumentCenter/View/16607/12---Herbicide-Free-Parks?bidId=). Some parks were included as potential sites for future pesticide elimination. Additional costs for FY 20/21 are estimated at approximately \$400,000 (Contract award to pest control contractor, July 2020, www.menlopark.org/Archive/ViewFile/Item/11429).
2. The City of Los Altos discourages the use of synthetic pesticides in city-owned parks and open spaces, relying instead on certified organic pesticide products and IPM techniques (Revised IPM Policy, August 2020, www.losaltosca).
3. The City of Palo Alto limited the use of specific pesticides (e.g. glyphosate), designated pesticide-free locations, and eliminated use of pesticides within 100 feet of playgrounds and creeks (Revised IPM Policy, July 2020, www.cityofpaloalto.org/civicax/filebank/blobdload.aspx?t=71323.71&BlobID=79014).

This Study would provide valuable information to inform potential revisions to the City's IPM policy and also allow the City to pilot pesticide-free facilities. This is aligned with the City's stormwater management practices and goal of achieving a healthier, safer community.

In December 2020, Chair Wickham of the Sustainability Commission presented on best practices of pesticide management with a focus on local municipalities. The presentation noted that in all cases the transition from chemical pesticide use resulted in an increased operating cost. The presentation also noted that there are significant ecological and community health benefits associated with eliminating chemical pesticide use. A copy of the presentation is available here:

<https://sunnyvaleca.legistar.com/View.ashx?M=AO&ID=98034&GUID=dca43681-dda3-492b-972b-8acbed24bffc&N=QmVzdCBQcmFjdGljZXMGZm9yIFBlc3RpY2lkZSBNYW5hZ2VtZW50>

Prepared by: Madeline Willett, Environmental Programs Manager

Reviewed by: Ramana Chinnakotla, Director, Environmental Services

Reviewed by: Chip Taylor, Director, Public Works

Reviewed by: Teri Silva, Assistant City Manager

Approved by: Kent Steffens, City Manager



City of Sunnyvale

Agenda Item

23-0109

Agenda Date: 2/16/2023

2023 COUNCIL STUDY ISSUE

NUMBER

ESD 22-02

TITLE Promotion and Assessment of Sustainable Landscaping Strategies

BACKGROUND

Lead Department: Environmental Services Department
Support Departments: Office of the City Manager
Public Works Department
Office of the City Attorney
Sponsor(s): Sustainability Commission
History: 1 year ago: Ranked, Below the Line
2 years ago: N/A

SCOPE OF THE STUDY

What precipitated this Study?

Current landscaping practices rely on technologies (e.g., motorized equipment such as leaf blowers) that may have adverse health, air and water quality impacts. The Sustainability Commission sponsored this Study Issue to encourage the use of more holistic landscaping practices, in order to eliminate the need for landscape equipment altogether.

This Study is relevant to the following City Policies:

- Climate Action Playbook Play 4.2: Ensure resilience of water supply; and
- General Plan, Chapter 7 Environmental Management, Goals EM-2: Water Conservation; EM-8.5 Prevent Accelerated Soil Erosion; and EM-11 Improved Air Quality

What are the key elements of the Study?

This Study would examine alternatives to traditional landscaping practices that would require less reliance on motorized landscape maintenance equipment. Factors that should be considered are landscaping equipment types, frequency of landscaping maintenance or service, and landscaping coverage types.

The City may collaborate at the regional level with other agencies to best deliver the following elements of the Study:

1. A list of best practices or comparisons of landscape maintenance strategies to be identified/developed. For example, what are the impacts of using mulching as a landscape practice versus using leaf blower equipment. This should include determinations for how

frequency of service changes the impacts, which strategies require more or less staff time and resources, etc. One time and ongoing cost implications will be provided along with the comparison.

2. Provide a list of existing programs available to City residents which promote the adoption of the best practices identified in this Study.
3. Identify, evaluate next steps, and provide costs for the City to provide the following resources to promote the adoption of the best practices identified in this Study:
 - a. Incentives, such as sustainable landscaping certifications, gas-powered equipment trade-ins, price comparisons, rebates, etc.
 - b. An educational program/campaign to educate target audiences of the benefits of switching to the more sustainable strategies. This should include costs or savings, ecological impacts, pollution prevention benefits, etc. Target audience would include single family residential, multifamily dwellings, property owners, and landscape service providers.
4. Evaluate the existing Park Design Guidelines and Standard Details for revision to meet best practices identified in this Study.

Estimated years to complete study: 1 year

FISCAL IMPACT

Cost to Conduct Study

Level of staff effort required (opportunity cost):	Moderate
Funding Required for Non-Budgeted Costs:	\$100,000
Funding Source:	Will seek budget supplement

A budget supplement is requested to fund consultant support needed to conduct research on the key elements of this Study. Some resources on sustainable landscaping best practices specific to the Bay Area already exist and may be leveraged. For example, Alameda County's "Bay-friendly Landscape Guidelines," developed by the public agency StopWaste.org, recommends using landscaping practices that promote soil restoration, water conservation, energy conservation (including reduced reliance on motorized equipment), water and air quality, and less waste. Other such resources may exist.

Environmental Services Department (ESD), in collaboration with Department of Public Works (DPW) - Parks Division, will oversee the consultant's work to ensure research is conducted in a manner that would benefit and inform current operations related to landscaping. For example, DPW would guide the consultant in selecting best practices for the comparative analysis in key element No. 1, with a view to include practices that could be implemented feasibly in Sunnyvale.

Cost to Implement Study Results

Unknown. Study would include assessment of potential costs, including capital and operating, as well as revenue/savings.

Costs to implement would depend on the types of practices recommended by this Study. Costs may be significant if a majority of current landscape maintenance practices are recommended to be

changed.

EXPECTED CITY COUNCIL, BOARD OR COMMISSION PARTICIPATION

Council-Approved Work Plan: No

Council Study Session: No

Reviewed by Boards/Commissions: Sustainability Commission, Parks and Recreation Commission

STAFF RECOMMENDATION

Support. This policy issue merits discussion at the 2023 Study Issues Workshop.

The DPW, Parks Division already implements several practices that are sustainable, including integrated pest management (IPM), water conservation, and use of native species. This Study would inform how existing practices can be expanded to incorporate air quality, noise, energy conservation, and soil restoration considerations. Furthermore, identifying how to reduce reliance on motorized landscape equipment may also assist the City in transitioning its operations to comply with AB 1346 regulations, which require small off-road engines (e.g., leaf blowers) to be zero-emission by 2024.

Prepared by: Madeline Willett, Environmental Programs Manager

Reviewed by: James Stark, Superintendent of Parks and Golf

Reviewed by: Ramana Chinnakotla, Director, Environmental Services Department

Reviewed by: Chip Taylor, Director, Department of Public Works

Reviewed by: Teri Silva, Assistant City Manager

Approved by: Kent Steffens, City Manager



City of Sunnyvale

Agenda Item

23-0080

Agenda Date: 2/16/2023

2023 COUNCIL STUDY ISSUE

NUMBER

ESD 23-01

TITLE Climate Budgeting

BACKGROUND

Lead Department: Environmental Services Department

Support Departments: Office of the City Manager

Office of the City Attorney

Department of Finance

Sponsor(s): Sustainability Commission

History: 1 year ago: N/A

2 years ago: N/A

SCOPE OF THE STUDY

What precipitated this Study?

During a Sustainability Commission discussion of the City budget, the Commission reflected that identification of climate impacts of projects could be incorporated into the budget process to show overall alignment of the budget with the City's Climate Action Playbook (Playbook). Because the City does twenty-year financial planning for all its major funds, and the greenhouse gas reduction goals are established for 2030 and 2050, consideration of greenhouse gas impacts of projects and operations should be incorporated in the City's budget. This Study Issue would assess if and how a climate impacts can be incorporated into the City's budget and long-term planning process.

A climate budget is a new system that embeds climate targets into decision-making, as part of a city's ordinary budgeting process (C40 Cities Climate Leadership Group). It ensures that long-term emissions reduction targets are integrated into a city's daily operations and policies. It is different from a carbon budget, which determines the city's allowable emissions consistent with limiting global warming effects. Climate budgeting is a new and emerging concept with limited and varied examples of implementation. The Commission emphasized the opportunity for an incremental approach to ensure that implementation is not delayed.

Currently, the City's budget process includes a review of each operating budget or project budget for alignment with the City's plans and goals, including environmental goals identified in the City's General Plan. The Commission is requesting examination of a more enhanced process for determining alignment, specifically with the Playbook goals and utilizing the guidelines and structure of climate budgeting.

The Commission has recommended the City look to resources and guidelines provided by C40 Cities Climate Leadership Group's knowledge hub (https://www.c40knowledgehub.org/s/article/Climate-budgets-why-your-city-needs-one?language=en_US).

What are the key elements of the Study?

Climate budgets are a new concept and initiative that vary in structure and implementation based on the cities process for decision making and budget development. To address the question of how evaluation of projects and operating budget for greenhouse gas emissions impacts can be incorporated into the budget development and review process, the Study will consist of:

- Research how climate budgeting, or similar processes, have been implemented in other cities, specifically looking for local examples. This research will utilize networks like Green Cities California and Urban Sustainability Directors Network for best practices.
- Based on the research findings, evaluate how to implement climate budgeting within Sunnyvale's budget development process. This evaluation should consider a phased approach to implementation:
 - o Initially, this could consist of identifying qualitatively whether project and operation budget items support Playbook targets or not during the budget approval process. This would be made transparent in the published budget (i.e., included in the project one page overview)
 - o Eventually, implement an approach that quantitatively assesses the greenhouse gas emission reductions or additions of project and operation budget items.

Estimated years to complete study: 18 months

FISCAL IMPACT

Cost to Conduct Study

(Delete any empty rows in table)

Level of staff effort required (opportunity cost):	Moderate
Funding Required for Non-Budgeted Costs:	\$75,000
Funding Source:	Will seek budget supplement

This Study would require a moderate level of staff research and coordination. The climate budgeting concept is a relatively new and emerging concept with limited examples of implementation. The Finance Department would provide guidance and research on how climate budgeting could be incorporated into the current budget process. The Environmental Services Department would provide guidance on how to show alignment of the project and operating costs with the Playbook. The Environmental Services Department would also examine the potential for calculating the greenhouse gas reduction potential of budget items.

A consultant or supplemental staff would be needed to assist in completing the evaluation and research of this Study. The Department of Finance and Environmental Services Department would co-lead this effort. If a consultant is required for this work, staff will time the consultant onboarding with the start of the budget review process.

Cost to Implement Study Results

Unknown. Study would include assessment of potential costs, including capital and operating, as well

as revenue/savings. It is likely a consultant would be needed to support the evaluation of greenhouse gas reduction potential for budget items. If the budget process is altered, there will be significant Finance, managerial, and executive leadership staff time to implement the updated process.

EXPECTED CITY COUNCIL, BOARD OR COMMISSION PARTICIPATION

Council-Approved Work Plan: No

Council Study Session: No

Reviewed by Boards/Commissions: Sustainability Commission

STAFF RECOMMENDATION

Support. This policy issue merits discussion at the 2023 Study Issues Workshop.

Staff feel that evaluating how to integrate consideration of the City's Playbook goals and targets into the decision-making process is critical to achieving the 2030 and 2050 emission reduction goals. While Sunnyvale achieved 44% below 1990 levels in 2020, which is only 12% away from the 2030 goal, it is expected that the 2021 and 2022 emissions will be higher as the economy rebounds from COVID-19 impacts. While the City is close to achieving the Play level metric targets of Strategy 1: Promoting Clean Electricity, progress toward other targets is still slow. Three critical targets to achieve in order to meet the City's 2030 emission reduction goal are:

- 20% of homes and businesses completely electrified
- 20% reduction in vehicle miles traveled
- 20% of all vehicles on road are zero-emission

Implementing components of a process similar to climate budgeting could help Sunnyvale prioritize projects and operational decisions that contribute to advancing these targets. Staff feel that conducting research on climate budgeting could illuminate alternative implementation strategies to help the City achieve its Playbook targets.

Prepared by: Madeline Willett, Environmental Programs Manager

Reviewed by: Ramana Chinnakotla, Director, Environmental Services Department

Reviewed by: Dennis Jaw, Assistant Director of Finance

Reviewed by: Tim Kirby, Director, Finance Department

Reviewed by: Teri Silva, Assistant City Manager

Approved by: Kent Steffens, City Manager



City of Sunnyvale

Agenda Item

23-0014

Agenda Date: 2/16/2023

2023 COUNCIL STUDY ISSUE

NUMBER

ESD 23-02

TITLE Improving Community Awareness of Indoor Air Quality for Climate Resiliency and Public Health

BACKGROUND

Lead Department: Environmental Services Department

Support Departments: Office of the City Manager
Office of the City Attorney
Department of Public Works
Information Technology Department
Sustainability Commission

Sponsor(s):

History: 1 year ago: N/A
2 years ago: N/A

SCOPE OF THE STUDY

What precipitated this Study?

The Bay Area has been impacted by air quality issues caused or exacerbated by wildfires and heat waves. As the frequency of heat waves and wildfires increases from climate change, awareness of air quality becomes an important part of climate resilience. During the COVID-19 pandemic, the quality of indoor air was brought into the forefront as a public health concern.

What are the key elements of the Study?

The intent of this Study is for the City to examine how to enhance the community's understanding of indoor air quality (IAQ) issues to better enable their resilience. This Study would consider the following key elements:

- Regular monitoring of the IAQ of City facilities that are utilized by the public and displaying IAQ for the community to view
- Outreach to businesses and other public agencies in Sunnyvale on how to protect occupant's health, both in a business-as-usual circumstance or during a climate event causing bad air quality
- Provide lectures and workshops on IAQ including ventilation and air cleaning (e.g., do-it-yourself air cleaners, proper maintenance), household cleaning products affecting IAQ and sustainable alternatives

Estimated years to complete study: 1 years

FISCAL IMPACT**Cost to Conduct Study**

Level of staff effort required (opportunity cost):	Minor
Funding Required for Non-Budgeted Costs:	\$150,000
Funding Source:	Will seek budget supplement

There would not be any non-budgeted costs for studying the outreach and education focused components of this Study. The outreach and education portions of the study will be funded through our existing Sustainability Program operating budget. There would be consultant costs associated with investigating the possibility of installing air quality monitors and connected display systems. The consultant would likely perform assessments of the buildings' HVAC systems, baseline data collection of indoor and outdoor air quality, foot traffic assessments for each building, etc. There would likely be 6 buildings in the assessment; Department of Public Safety, Recreation Building, Columbia Neighborhood Center, Public Library, Senior Center, and the Corporation Yard Administrative Building.

Cost to Implement Study Results

Unknown. If this Study led to a recommendation for displaying IAQ, there would be significant capital funding needed to install monitors and have those connected to a display system. There would also be ongoing maintenance and replacement costs associated with the monitors and display systems. There could be additional costs associated with corrective actions if the IAQ displayed is not within determined parameters. However, these costs are unknown. Increased outreach and education on the topic of IAQ could be folded into current Sustainability program operations.

EXPECTED CITY COUNCIL, BOARD OR COMMISSION PARTICIPATION

Council-Approved Work Plan: No

Council Study Session: No

Reviewed by Boards/Commissions: Sustainability Commission

STAFF RECOMMENDATION

Drop. This policy issue does not merit discussion at the 2023 Study Issues Workshop.

Environmental Services implements education and outreach programs for environmental issues including climate action. Awareness and education regarding the benefits of building electrification to indoor air quality is already included in relevant program messaging such as induction cooktops. IAQ was also discussed in depth during the 2021-22 Sustainability Speaker Series event on building decarbonization. Staff is exploring how best to implement additional outreach activities for electrification, and indoor air quality can be considered in those efforts.

A study is not required to determine how to implement messaging that includes IAQ. Expanded messaging focused on public health separate from climate action would be outside the scope of current activities.

The majority of the City's managed buildings are older and not properly configured for indoor air quality monitoring nor IAQ results display. Ventilation and filtration of new buildings are considered during the design phase for new construction.

Prepared by: Madeline Willett, Environmental Programs Manager

Reviewed by: Jennifer Ng, Assistant Director, Department of Public Works

Reviewed by: Chip Taylor, Director, Department of Public Works

Reviewed by: Ramana Chinnakotla, Director, Environmental Services Department

Reviewed by: Teri Silva, Assistant City Manager

Approved by: Kent Steffens, City Manager



City of Sunnyvale

Agenda Item

23-0114

Agenda Date: 2/16/2023

2023 COUNCIL STUDY ISSUE

NUMBER

FIN 22-01

TITLE Explore a General Election Ballot Measure to Fund Bicycle and Pedestrian Infrastructure Projects

BACKGROUND

Lead Department: Department of Finance

Support Departments: Office of the City Manager
Office of the City Attorney
Department of Public Works

Sponsor(s): Bicycle and Pedestrian Advisory Commission

History: 1 year ago: Deferred by Bicycle and Pedestrian Advisory Commission
2 years ago: N/A

SCOPE OF THE STUDY

What precipitated this Study?

The Bicycle and Pedestrian Advisory Commission has advised that there is insufficient funding for Bicycle and Pedestrian infrastructure projects. These projects compete for limited funding with other infrastructure projects and capital improvements. New and existing revenue sources should be periodically evaluated. One option to consider is the adoption of a special tax that the City can use to pay bond debt service to fund improvements.

What are the key elements of the Study?

The Study will include consideration of dedicated financing options for bicycle and pedestrian improvements. Given the City's constrained financial position, a new revenue source is likely needed to fund the projects. The Study will review options to establish a funding source, most likely a new tax, to generate revenue needed to pay debt service on new bonds issued for the purposes of constructing projects.

The process to establish a new tax will be outlined, the amount of revenue various tax levels would generate, the size of capital funding that could be obtained against each of those levels, and fund public polling to determine the likelihood of passage of a new tax by the voters if the City Council directed staff to move forward with an initiative. As this would be a special purpose tax, it requires two-thirds voter approval for passage.

As part of the Study, staff will also explore the availability of federal grants or low interest loans (through the Transportation Infrastructure Financing and Innovation Act). The Study will recommend

a path forward to potentially provide funding through new revenues.

If a new tax ballot measure is selected by City Council, the Study will also include funding for polling on the tax. Prior to polling, staff will return to Council to request feedback on different options and narrow down what tax scenarios to poll on. Upon completion of polling, a decision would be presented to Council about whether or not to move forward with a ballot measure. At that time an additional appropriation may be required for public education and the election costs to place a measure on the ballot.

Estimated years to complete study: 1 year

FISCAL IMPACT

Cost to Conduct Study

Level of staff effort required (opportunity cost):	Moderate
Funding Required for Non-Budgeted Costs:	\$100,000
Funding Source:	Will seek budget supplement

The cost will be for a consultant to conduct the analysis and conduct polling. If no action is taken to move forward with polling, the total cost will be less.

Cost to Implement Study Results

Unknown. The Study would include assessment of potential project costs, including capital and operating, as well as revenue/savings. If the result of the Study is to carry a measure to the ballot, approximately \$150,000 in additional funding would be required to place the measure on the ballot. Additionally, approximately \$50,000 in public education funding will be required.

EXPECTED CITY COUNCIL, BOARD OR COMMISSION PARTICIPATION

Council-Approved Work Plan: No

Council Study Session: Yes

Reviewed by Boards/Commissions: Bicycle and Pedestrian Advisory Commission

STAFF RECOMMENDATION

Drop. This policy issue does not merit discussion at a Study Issues Workshop.

The City has several on-going and upcoming capital improvement projects that could be bond funded or will require bond funding. These include funding for the construction of the fire stations within the Fire Station Master Plan, Civic Center Phase 2 - Main Library, and Corporation Yard facilities. In addition, the Mary Avenue Overcrossing project and the Caltrain Grade Separation project at Sunnyvale Avenue and Mary Avenue are planning improvements where the City needs to start identifying a funding mechanism to design and construct them.

Furthermore, Council Fiscal Policy 7.1 C.2.1 states that “[g]overnmental capital improvements should be funded on a “pay-as-you-go” basis in most cases. Alternate financing strategies may be considered in light of the specific project and the consequences of each financing strategy.”

To implement bicycle and pedestrian improvements within the City, staff will continue to look for grant funding opportunities and utilize Traffic Impact Fee revenue as matching funds. In addition, as land

use development projects get approved, staff will require developers to implement bicycle and pedestrian improvements along their project frontage or to pay their fair share contribution for the improvement costs.

Prepared by: Tim Kirby, Director, Department of Finance

Reviewed by: Chip Taylor, Director, Department of Public Works

Reviewed by: Teri Silva, Assistant City Manager

Approved by: Kent Steffens, City Manager



City of Sunnyvale

Agenda Item

23-0197

Agenda Date: 1/17/2023

Updated Annual Work Plan January 2023

2023 Annual Work Plan

Sustainability Commission Annual Calendar

MEETING DATE	AGENDA ITEM/ISSUE
January 17, 2023	<ul style="list-style-type: none"> Rank 2023 Study Issues [public hearing]
February 21, 2023	<ul style="list-style-type: none"> SVCE Programs Update [presentation] Policy Opportunities for Improving Air Quality in Sunnyvale [Commissioner presentation: Chair Wickham and Commissioner Pistone] General Plan; Noise, Air Quality and Environmental Justice updates [study session]
March 20, 2023	<ul style="list-style-type: none"> Climate Action Playbook Update [study session]
April 17, 2023	<ul style="list-style-type: none"> Sustainability Speaker Series Proposal for FY 2023/24
May 15, 2023	<ul style="list-style-type: none"> Review Recommended Budget Water Conservation Program Update [staff presentation]
June 19, 2023	<ul style="list-style-type: none"> Recognition of Service Review Study Issue Process and Timelines Village Centers [study session] Climate Action Playbook Update [study session]
July 17, 2023	<ul style="list-style-type: none"> Selection of Chair and Vice Chair Clean Water Program Update [staff presentation]
August 21, 2023	<ul style="list-style-type: none"> Green Stormwater Infrastructure Plan Update [staff presentation]
September 18, 2023	<ul style="list-style-type: none"> BayREN Programs [Commissioner presentation: Veitch]
October 16, 2023	<ul style="list-style-type: none"> Final month to Propose Study Issues Review 2024 Draft Master Work Plan Climate Action Playbook Update: Annual Progress Update [study session]
November 20, 2023	<ul style="list-style-type: none"> Approve 2024 Master Work Plan Zero Waste Program Update [staff presentation] Central Arques Specific Plan [study session]
December 18, 2023	<ul style="list-style-type: none"> Annual Review of Code of Ethics and Conduct for Elected and Appointed Officials

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

- Commissioner Presentations
 - Updates from Youth Groups [Commissioner Veitch]
 - Building and Transportation Decarbonization Policy Best Practices [Chair Wickham and Vice Chair Kunz]
 - Climate Budgeting [Chair Wickham]
 - Countywide Sustainability Commissions [Commissioner Veitch]
- Game Plan 2028 Study Session
- Recommendation to the Council Subcommittee on Board and Commission Effectiveness
- Single Use Plastics Policy/Programs Update [study session]
- Moffett Park Specific Plan [study session]