



City of Sunnyvale

Agenda Item

24-0245

Agenda Date: 2/15/2024

Budget Proposal Summary Form

NUMBER

2024-04

TITLE Increase Staffing Levels for the Department of Public Safety Traffic Safety Unit

BACKGROUND

Lead Department: Department of Public Safety

Sponsor:

Councilmembers: Melton, Din, Srinivasan, Klein, Mehlinger, Sell, Cisneros

SCOPE OF ISSUE

What are the key elements of the proposal? What precipitated it?

Councilmember Melton sponsored a budget proposal to increase staffing levels of the Traffic Safety Unit citing ongoing community concerns about traffic safety and the City's goals under its Vision Zero Plan. The current budgeted positions include one supervisor (Public Safety Lieutenant) and three (3) Public Safety Officer IIs (PSOII). Revised staffing would consist of one supervisor and either 4 or 5 PSOIIs.

Key Elements: Staffing, Funding for Overtime, Collision Data

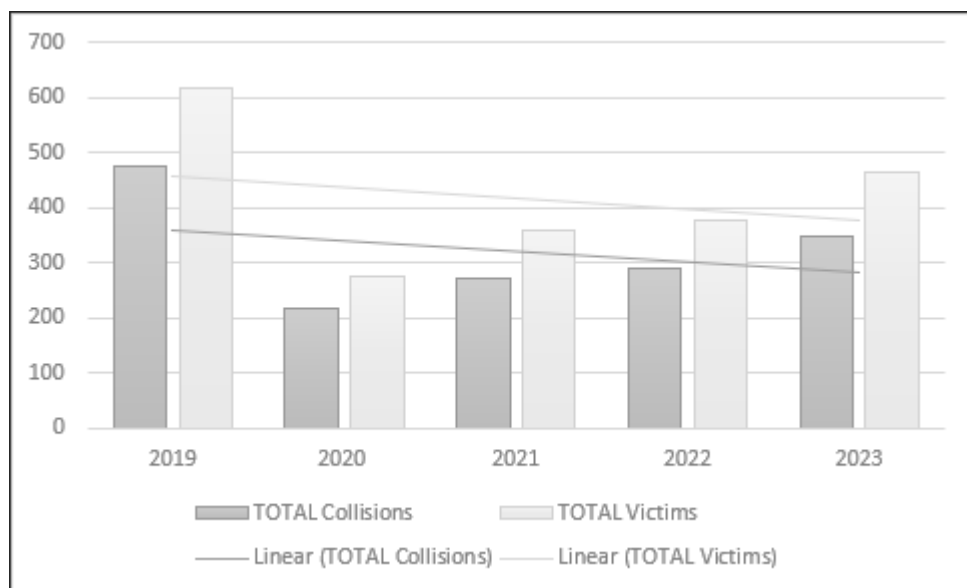
The Traffic Safety Unit is housed in DPS Program 12100 - Police Services. The budgeted positions allocated to the Traffic Safety Unit currently include one (1) Public Safety Lieutenant, who functions as a supervisor, and three (3) Public Safety Officer IIs (PSO IIs). Due to staffing shortages, the Traffic Safety Unit carried a vacant position for the past several fiscal years; that is, the unit was comprised of one (1) Lieutenant and two (2) PSOIIs. As of January 2023, the unit was fully staffed.

The Traffic Safety Unit utilizes motorcycles to conduct enforcement on weekdays. The Unit conducts special enforcement operations during evening and weekend hours. The Traffic Safety Unit is primarily funded by General Fund revenue and supplemented by grant funds. In FY23/24, the Traffic Safety Unit was awarded \$100,000 from the California Office of Traffic Safety (OTS) to fund overtime costs for targeted traffic enforcement addressing primary crash factors (PCF), distracted driving, speed violations, bicycle and pedestrian safety, and impaired driving (DUI). DPS has been the recipient of annual OTS traffic enforcement and education grants for more than 10 years.

DPS annually evaluates data on the total number and types of crashes. The table below represents Sunnyvale crash data for the past five years. During 2020 and 2021, the impact of COVID shutdowns substantially reduced the number of crashes because there were fewer vehicles on the road. As the shutdowns ended, there was an anticipated increase in traffic collision activity as cars returned to the

roadways and traffic became denser, particularly during commute hours. As such, data from 2020 and 2021 is not used as comparators or indicators: rather, the baseline for analysis is pre-COVID (2019) data. The data shows that the total number of collisions in 2023 was 26.8% lower than 2019. The total number of crash victims was 24.7% lower.

	2019	2020	2021	2022	2023
Fatal Collisions	1	6	1	6	2
Injury Collisions	476	211	270	283	347
TOTAL Collisions	477	217	271	289	349
Traffic Fatalities - Victims	1	6	1	6	2
Traffic Injuries - Victims	615	269	357	370	462
TOTAL Victims	616	275	358	376	464



In addition to the above analysis, OTS crash rankings were reviewed for this report. OTS uses crash data provided by California cities and counties to create its annual traffic safety ranking. The ranking is done by comparing crash data from California cities/counties to other cities/counties of similar size. A higher-ranking number indicates a stronger safety indicator. OTS rankings in Sunnyvale for 2019 were 42/59; 58/61 in 2020; and 50/60 in 2021. To understand these rankings, consider that in 2019, Sunnyvale ranked safer than 71.2% of cities the same size; in 2020, safer than 95%; and in 2021, safer than 83.3%. OTS 2022 and 2023 rankings are not yet available.

How does this relate to the General Plan or existing City Policy?

Goal SN-3 Safe and Secure City

- Policy SN-3.2 Control Conduct recognized as threatening to life and property.

Is the budget proposal a: Operating and Project (recruitment costs).

If the proposal is operating, specify the change in service level(s) that would result (from what, to what). If the proposal is a project, write N/A.

This is a proposed increase to the DPS operating budget. The total DPS budgeted sworn FTEs would be increased by one or two positions by the addition of PSO IIs to the Traffic Safety Unit (Program 12102).

FISCAL IMPACT

The fiscal impact is based on the addition of two PSO IIs.

Description	Cost per PSO II*	Quantity	Total
Recruitment Cost: Public Safety Officer II	\$ 397,539	2	\$ 795,078
Vehicle - Motorcycle	\$ 33,000	2	\$ 66,000
Patrol MDT (rugged laptop with air card)	\$ 5,000	2	\$ 10,000
Total			\$ 871,078

The annual cost for this team is as follows:

Description	Cost per PSO II*	Quantity	Total
Personnel 3001 - Public Safety Officer II	\$ 263,137	2	\$ 526,274
Vehicle - replacement Cost per year	\$ 6,600	2	\$ 13,200
Patrol MDT (rugged laptop with air card)	\$ 1,000	2	\$ 2,000
Total			\$ 541,474

**Preliminary estimate of current costs for recruitment projects and operations*

Projected cost (list rough annual cost of budget proposal):

Operating Issue (Annual Operating Costs, ongoing)	\$ 541,474
Capital/Project (Project Cost, one-time)	\$ 871,078

The twenty-year estimate for ongoing costs is \$13,536,850.

Recommended funding source:

Other

Please describe recommended funding source:

General Fund

STAFF RECOMMENDATION

Position: Defer budget proposal to future fiscal year.

Explanation:

The current budgeted staffing of the Traffic Safety Unit is one (1) Public Safety Lieutenant and three (3) Public Safety Officer IIs. Due to staffing limitations, the unit carried one vacancy for several years leading up to February 2023, when all three PSO II positions were filled. DPS recommends deferring

this budget proposal to allow collection and evaluation of data now that the unit is fully staffed. In balancing available funding resources against Public Safety staffing needs, statistics related to workload are an important factor. The need can be better assessed from a perspective of a fully staffed unit.

Reviewed by: Phan S. Ngo, Director, Department of Public Safety

Reviewed by: Tim Kirby, Director, Finance Department

Approved by: Kent Steffens, City Manager



City of Sunnyvale

Agenda Item

24-0270

Agenda Date: 2/15/2024

Budget Proposal Summary Form

NUMBER

2024-05

TITLE Increase the Service Level Pertaining to City Legislative and Funding Advocacy

BACKGROUND

Lead Department: Office of the City Manager

Sponsor:

City Manager

SCOPE OF ISSUE

What are the key elements of the proposal? What precipitated it?

Proactive participation in the federal and state legislative process is becoming more imperative for municipal governments as new federal and state laws threaten to constrain local authority, impose unfunded mandates, divert local resources and revenues, or simply do not align with Sunnyvale's needs and priorities. The City's existing Intergovernmental Program is limited in scope and effectiveness due to lack of dedicated legislative and funding advocacy resources.

The City Manager recommends that Council consider increasing the level of service of the Intergovernmental Program to include legislative and funding advocacy services that would proactively anticipate, track, respond and effectively influence federal, state and regional laws and policies and advocate for funding for priority capital projects in Sunnyvale. This budget proposal presents an option to proactively advocate the City's identified priorities and strategies.

How does this relate to the General Plan or existing City Policy?

Council Policy 7.3.1 Legislative Management - Goals and Policies

Council Policy 7.4.14 Legislative Advocacy Positions

Council Policy 7.4.15 Council Advocacy

Is the budget proposal a: Operating

If the proposal is operating, specify the change in service level(s) that would result (from what, to what). If the proposal is a project, write N/A.

This budget proposal would provide funding for federal and state legislative advocacy services and for funding advocacy, including grant consulting services. These services would proactively anticipate, track, respond and effectively influence Federal, State, and regional laws and policies. Legislative advocacy services would include meeting with Council and key City leaders and developing and implementing a legislative strategy for the City; building and strengthening

relationships relevant to that strategy in Sacramento and Washington, DC; tracking legislation and drafting position letters, drafting proactive bill language; and providing regular progress reports to City Council.

Funding advocacy could include developing a strategic funding plan; pursuing state and federal funding opportunities; identifying grant funding opportunities and developing or reviewing grant applications; providing post-grant submittal advocacy; and following-up on unsuccessful grant applications. City staff would likely still be required to work closely with consultants on grant applications, but having an additional tool in the City's toolkit toward pursuing federal and state funding opportunities would be a beneficial catalyst to several key City projects and initiatives.

FISCAL IMPACT**Projected cost (list rough annual cost of budget proposal):**

Operating Issue (Annual Operating Costs, ongoing)	\$200,000
Capital/Project (Project Cost, one-time)	\$0
Total (Associated Annual Operating Costs)	\$200,000

Recommended funding source:

Other

Please describe recommended funding source:

General Fund

STAFF RECOMMENDATION

Position: Refer budget proposal for consideration in Recommended Budget.

Explanation: Sunnyvale has a robust set of Legislative Advocacy Positions outlined in Council Policy 7.4.14. Successfully advancing these priorities, which are increasing in importance as regional, statewide, and national policy challenges intensify, requires dedicated resources, relationships and skill sets that most cities of Sunnyvale's size obtain through professional lobbyists. Engaging contract services in the areas of legislative and funding advocacy could yield a significant return on investment for the City.

A lobbyist firm has extensive knowledge about state and federal legislative processes, longstanding relationships with elected officials and agencies, and experienced staff. A lobbyist firm can also ensure that the City is aware of and compliant with new state and federal funding opportunities, regulations, and corresponding deadlines.

Reviewed by: Sarah Johnson-Rios, Assistant City Manager

Reviewed by: Tim Kirby, Director of Finance

Approved by: Kent Steffens, City Manager



City of Sunnyvale

Agenda Item

24-0274

Agenda Date: 2/15/2024

Budget Proposal Summary Form

NUMBER

2024-06

TITLE Curb Painting Program

BACKGROUND

Lead Department: Department of Public Works

Sponsor:

Councilmembers: Mehlinger, Klein, Srinivasan, Melton, Cisneros

SCOPE OF ISSUE

What are the key elements of the proposal? What precipitated it?

Curb paint helps define where vehicle parking is prohibited or limited. Over time, curb paint will fade or become worn out, making it difficult for drivers to determine if they are allowed to park in the area or what the restrictions are. Additionally, many drivers appear to be unaware that it is illegal to block a fire hydrant when the curb is not painted.

In October 2023, Governor Newsom signed Assembly Bill (AB) 413, which amends Section 22500 of the Vehicle Code to also restrict vehicle parking within 20 feet of the vehicle approach side of any unmarked or marked crosswalk or 15 feet of any crosswalk where a curb extension is present. Although AB 413 aims to improve visibility for pedestrians by restricting parking near crossings, the public may not be aware of the new law and unintentionally park in unmarked areas.

This budget proposal would allocate an initial capital expenditure of \$80,000 to purchase a work truck and miscellaneous equipment to outfit the truck and support curb painting, and \$192,565 per year for one staff person (Maintenance Worker I/II) and materials necessary to install and maintain a curb painting program throughout the City. Transportation staff would work with the Streets and Operations crew to prioritize curbs for painting initially until necessary curbs at intersections are painted throughout the City. Once painting is complete, the newly painted curbs would require ongoing maintenance. Residents are currently able to request curb painting through Access Sunnyvale, by emailing Transportation staff, or in person at City Hall. Such requests would be investigated and prioritized based on staff's metrics. Investigation includes a field visit to the site and conducting measurements before the curb can be painted.

How does this relate to the General Plan or existing City Policy?

General Plan, Chapter 3, *Land Use and Transportation Element Policies*:

- **LT-3 - An Effective Multimodal Transportation System:** Offer the community a variety of transportation modes for local travel that are also integrated with the regional transportation

system and land use pattern. Favor accommodation of alternative modes to the automobile as a means to enhance efficient transit use, bicycling, and walking and corresponding benefits to the environment, person-throughput, and qualitative improvements to the transportation system environment.

- **LT-3.8** - Prioritize safe accommodation for all transportation users over non-transportation uses. As city streets are public spaces dedicated to the movement of vehicles, bicycles, and pedestrians, facilities that meet minimum appropriate safety standards for transport uses shall be considered before non-transport uses are considered.
- **LT-3.24** - Ensure effective and safe traffic flows for all modes of transport through physical and operational transportation improvements.

The City's Active Transportation Plan and the Roadway Safety Plan recommend red curbing 15-20 feet from the corner of an intersection to improve visibility by removing parked vehicles from the sightline.

Is the budget proposal a: Operating

If the proposal is operating, specify the change in service level(s) that would result (from what, to what). If the proposal is a project, write N/A.

Fund an additional staff person (Maintenance Worker I/II) to manage and implement painting curbs.

FISCAL IMPACT

Projected cost (list rough annual cost of budget proposal):

Operating Issue (Annual Operating Costs, ongoing)	\$ 192,565
Capital/Project (Project Cost, one-time)	\$ 80,000
Total (Association Annual Operating Costs)	\$ 272,565

Operating costs are estimated at \$4,814,125 over twenty years.

Recommended funding source:

Primarily General Fund

Please describe recommended funding source:

General Fund offset by other applicable funding sources, such as Fund 2401 - Parking District.

STAFF RECOMMENDATION

Position: Refer budget proposal for consideration in Recommended Budget.

Explanation:

Red curbs indicate where parking is prohibited and serve an important purpose for traffic management and public safety. At intersections and mid-block crossings, a clear sightline between drivers and pedestrians improves visibility and transportation safety at marked and unmarked pedestrian crossings. Red curbs also highlight the presence of fire hydrants. This ensures that emergency services have unobstructed access to hydrants in the event of a fire. Furthermore, red curbs help drivers understand and comply with parking restrictions, reducing the likelihood of traffic violations. Deterring drivers from parking in prohibited areas with red curbs further supplements the enforcement efforts of Department of Public Safety (DPS) officers. Whether the curb is marked or

unmarked, DPS officers will cite vehicles parked in restricted areas in compliance to existing laws, but having curb painted will allow the public to clearly understand where parking is prohibited.

Prepared by: Angela Wong, Transportation Engineer

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

Reviewed by: Tim Kirby, Director, Finance Department

Approved by: Kent Steffens, City Manager



City of Sunnyvale

Agenda Item

24-0277

Agenda Date: 2/15/2024

2024 COUNCIL STUDY ISSUE

NUMBER

CDD 24-06

TITLE Re-evaluate Nonresidential Sign Code Standards and Compliance with the First Amendment

BACKGROUND

Lead Department: Community Development

Support Departments: Office of the City Manager

Office of the City Attorney

Sponsor(s): Councilmembers: Klein, Melton, Din, Cisneros, Sell,
Mehlinger, and Srinivasan

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

SCOPE OF THE STUDY

What precipitated this Study?

The City Council sponsored this study issue at the January 23, 2024 annual public hearing for Study Issues and Budget Proposals. The Council noted that the Sign Code has not been evaluated for several years, may be overly prescriptive, and may not meet the needs of businesses. The proposal also includes evaluating the use of digital signage and ensuring that the Sign Code is consistent with current U.S. Supreme Court case law including *Reed v. Town of Gilbert*, 576 U.S. 155 (2015) which was decided after the City's sign code was last updated in 2013 and 2014.

What are the key elements of the Study?

This Study Issue would examine the City's current Sign Code (Sunnyvale Municipal Code Chapter 19.44), as it relates to the recent Supreme Court case noted above, as well as re-evaluating nonresidential signage standards for business-friendly qualities. The study would look at the current regulations for signs and evaluate if they are based on content and if there are potential constitutional issues. The Sign Code was comprehensively updated in 2013. The 2013 update (RTC 13-149) was a Study Issue requested by Council to assist smaller businesses in shopping centers to have effective identity from the street, and to better organize and simplify the existing sign code. To address these concerns, as well as other issues that had arisen in the past regarding the City's sign standards, staff undertook a comprehensive revision of the sign code. From the 2013 Report to Council: "The revised sign code balances two key goals: maintaining Sunnyvale's attractive community character by avoiding excessive commercial signage; and, adjusting and simplifying certain sign standards to allow more opportunities for businesses to effectively identify themselves." The City Attorney retained outside counsel to assist in evaluating content provisions and First Amendment rights.

The 2014 update (RTC 14-0709) was staff-initiated to clarify and amend portions of the 2013 sign code that were problematic and to add a section for signs on public property.

The work program for this new Study Issue would include:

- Evaluation of the current Sign Code as it relates to content restrictions;
- Identify other areas of concern, if they exist;
- Propose alternatives to address any potential issues;
- Community outreach; and
- Public hearings

Estimated years to complete study: 1.5 years

FISCAL IMPACT

Cost to Conduct Study

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

Project funding is required to supplement legal analysis for the project and any for consultant services that may be needed for graphics.

Cost to Implement Study Results

Minimal or no cost expected to implement.

EXPECTED CITY COUNCIL, BOARD OR COMMISSION PARTICIPATION

Council-Approved Work Plan: No

Council Study Session: Yes

Reviewed by Boards/Commissions: Planning Commission

STAFF RECOMMENDATION

Support. This policy issue merits discussion at the 2024 Study Issues Workshop.

Prepared by: Shaunn Mendrin, Planning Officer

Reviewed by: George Schroeder, Principal Planner

Reviewed by: Trudi Ryan, Director, Community Development Department

Reviewed by: Connie Verceles, Deputy City Manager

Approved by: Kent Steffens, City Manager



City of Sunnyvale

Agenda Item

24-0247

Agenda Date: 2/15/2024

2024 COUNCIL STUDY ISSUE

NUMBER

DPS 24-03

TITLE Evaluate Vehicle Abatement Program Service Delivery and Explore Ways to Improve Service

BACKGROUND

Lead Department: Department of Public Safety

Support Departments: Office of the City Manager

Office of the City Attorney

Sponsor(s): Councilmembers: Melton, Din

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

SCOPE OF THE STUDY

What precipitated this Study?

At the January 9, 2023 City Council Meeting, Councilmember Melton requested a study issue that would assess the Vehicle Abatement Program, evaluate current service levels, and explore ways to improve the service. This is based on information indicating that residents are demanding more vehicle abatement services, and concern that the City is increasing its density which will create an additional demand on parking and abandoned vehicle services. Councilmember Din co-sponsored the study issue.

What are the key elements of the Study?

The Department of Public Safety ("DPS") provides vehicle abatement and parking enforcement under Program 12100 - Police Services. Vehicle Abatement and Parking Enforcement (Program 12107) regulates nuisance vehicles, including those that are abandoned, wrecked, otherwise inoperable or parked in violation of the Sunnyvale Municipal or California Vehicle Codes. Vehicle Abatement Officers (VAOs) provide parking enforcement and response to nuisance vehicle complaints. The unit also conducts daily enforcement of downtown restricted and paid parking lots and surrounding streets. DPS staff receive regular complaints from residents about parking and nuisance vehicles in violation of the Sunnyvale Municipal Code.

The Study will evaluate the current service levels of the vehicle abatement program. It will evaluate the effectiveness and challenges associated with the program and look for areas to strengthen service delivery.

A key component of the Study will be an evaluation of the current staffing model and whether it is effective and sustainable. The Vehicle Abatement Unit is staffed with four (4) .75 FTE (Part time) Vehicle Abatement Officers (VAOs). The Study will evaluate implementing full time positions and potential benefits related to scheduling, hiring, and retention. Another key component of the Study will

include an analysis of recent trends in workload indicators (calls for service), response time to service requests, and overall effectiveness of the program.

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:	\$ 0
Funding Source:	N/A

Moderate staff time will be required to perform an analysis of program elements, staffing levels and workload.

Cost to Implement Study Results

Unknown. The study would include assessment of potential costs and anticipated costs associated with recommended changes to the program.

EXPECTED CITY COUNCIL, BOARD OR COMMISSION PARTICIPATION

Council-Approved Work Plan: No

Council Study Session: No

Reviewed by Boards/Commissions: No

STAFF RECOMMENDATION

Support. This policy issue merits discussion at the 2024 Study Issues Workshop.

Evaluating current service levels and analyzing ways to improve service delivery of the vehicle abatement program supports General Plan Goal SN-3 *Safe and secure city. Ensure a safe and secure environment for people and property in the community by providing effective Public Safety response and prevention and education services.*

Prepared by: Ava Fanucchi, Deputy Chief

Reviewed by: Phan S. Ngo, Director, Department of Public Safety

Reviewed by: Jaqui Guzmán, Deputy City Manager

Approved by: Kent Steffens, City Manager



City of Sunnyvale

Agenda Item

24-0286

Agenda Date: 2/15/2024

2024 COUNCIL STUDY ISSUE

NUMBER

DPS 24-04

TITLE Explore the Creation of a Special Needs Awareness Program

BACKGROUND

Lead Department: Department of Public Safety

Support Departments: Office of the City Manager

Office of the City Attorney

Sponsor(s): Councilmembers: Klein, Srinivasan, Din, Sell, Cisneros,
Melton, Mehlinger

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

SCOPE OF THE STUDY

What precipitated this study?

At the January 23, 2024 City Council meeting, Mayor Klein sponsored a Study Issue to research implementing a Special Needs Awareness Program. The program is designed to improve first responder interactions with members of the community with special needs. The program would provide Sunnyvale DPS with important information when responding to calls for service that involve individuals with special needs. Registration in the program would be voluntary, and information collected would be stored in a confidential database. Public Safety Dispatchers would provide the information to public safety personnel during emergency or non-emergency calls for service. The Study Issue was co-sponsored by Councilmembers Srinivasan, Din, Sell, Cisneros, Melton, and Mehlinger.

What are the key elements of the study?

The Study will examine the City's ability to create a Special Needs Awareness Program. It will identify general guidelines and criteria for the program, as well as determine the necessary resources for enrollment, data collection, training, and program administration. Legal requirements, waivers, and necessary forms for program implementation will also be evaluated.

The Study will determine effective methods of promoting the program to the community, identify outreach platforms and determine program information to be placed on the city website. Additionally, it will consider strategies for maintaining an updated database and determine the appropriate frequency for families to re-register in the program.

The Study will also examine the ability of our dispatch system to disseminate the special needs alerts to first responders and the associated cost to train all professional staff and first responders.

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:	\$0
Funding Source:	N/A

Moderate staff time will be required to perform research.

Cost to Implement Study Results

Unknown. The Study would include an assessment of potential and anticipated costs resulting from program implementation.

EXPECTED CITY COUNCIL, BOARD OR COMMISSION PARTICIPATION

Council-Approved Work Plan: No
Council Study Session: No
Reviewed by Boards/Commissions: No

STAFF RECOMMENDATION

Support. This policy issue merits discussion at the 2024 Study Issues Workshop.

This Study supports General Plan Goal SN-3 *Safe and secure city. Ensure a safe and secure environment for people and property in the community by providing effective Public Safety response and prevention and education services.* This Study also supports the Council strategic priority of *Equity, Access, and Inclusion.*

Prepared by: Ava Fanucchi, Deputy Chief
Reviewed by: Phan S. Ngo, Director, Department of Public Safety
Reviewed by: Jaqui Guzmán, Deputy City Manager
Approved by: Kent Steffens, City Manager



City of Sunnyvale

Agenda Item

24-0114

Agenda Date: 2/15/2024

2024 COUNCIL STUDY ISSUE

NUMBER

DPW 24-03

TITLE Create a Council Policy Framework to Establish a Process for Evaluating Requests for City to Take Over Private Infrastructure Based on Potential Offers of Dedication in the Moffett Park Specific Plan Area

BACKGROUND

Lead Department:

Department of Public Works

Support Departments:

Office of the City Manager

Office of the City Attorney

Community Development Department

Environmental Services Department

Department of Finance

Department of Public Safety

Sponsor(s):

Councilmembers: Melton, Mehlinger, Cisneros, Din, Sell, Srinivasan, Klein

History:

1 year ago: N/A

2 years ago: N/A

SCOPE OF THE STUDY

What precipitated this Study?

At the July 25, 2023 City Council meeting, Councilmember Melton sponsored a Study Issue to create a policy/framework for the City to take over private infrastructure that may be dedicated to the City in the Moffett Park Specific Plan area, such as roads, water, sewer, and storm infrastructure, etc. This topic arose during consideration of the adoption of the Moffett Park Specific Plan by City Council on July 11, 2023.

What are the key elements of the Study?

The Study will develop a new Council policy framework that will outline the steps to be taken if the City receives an application requesting for the City to take over private infrastructure. This framework would outline the steps for City consideration of requested acceptance and could take shape in a form or checklist of materials needed to evaluate such an application request. Anticipated items could include:

- Feasibility analysis based on desktop and physical evaluation of the condition and estimated life remaining of the infrastructure.
- Physical evaluation of whether the improvements meet current City standards, and if not, what construction would be required to bring the improvements up to current standards.
- Fiscal impact report that would be prepared by a City consultant at the applicant's expense.

Items to be included within the fiscal impact report include: costs to bring improvements up to current standards, City's maintenance and operational costs, regulatory obligations which may be transferred to the City with the conversion of private infrastructure to public infrastructure and the additional long-term liabilities absorbing these facilities will have on the City's financial position. In particular, the implications of conversion of the storm drainage system and sewer system management plan for sewer system overflows would need to be carefully considered.

- Application processing fee to be levied by the City with the initial application intake.
- Flowchart and standard timeline for review of an application.
- Other items deemed prudent in the course of the Study.

Upon completion, staff would bring the results of the feasibility study to Council with a recommendation and/or conditions, if applicable. City Council would make the final determination as to whether to accept dedication, in whole or in part.

As part of new developments, the City routinely accepts new infrastructure dedications (e.g., sidewalks, streets, streetlights), but in those cases all of the components are designed and built to City standards and then inspected during construction. However, there is no such assurance that existing private infrastructure meets City standards. This would be reviewed in the feasibility analysis.

Estimated years to complete study: 1.5 years

FISCAL IMPACT

Cost to Conduct Study

Level of staff effort required (opportunity cost):	Major
Funding Required for Non-Budgeted Costs:	\$125,000
Funding Source:	Will seek budget supplement - General Fund

The costs associated with this Study will be for consultant services, which include review and coordination, review of similar policies in other jurisdictions, review of applicable Federal and State requirements, options to ensure that any needed improvements and upgrades are identified, and a clear process for evaluating the maintenance and operating costs.

Cost to Implement Study Results

A new policy/framework would be designed to be cost neutral to the City when applied to an offer to dedicate private infrastructure. Council Fiscal Policy, Enterprise Fund Policies 7.1I, Section I.1b.2 states, "New improvements or expanded capacity in any utility should be funded by those benefiting through specific charges, such as connection fees, impact fees, or mitigation fees."

EXPECTED CITY COUNCIL, BOARD OR COMMISSION PARTICIPATION

Council-Approved Work Plan: No

Council Study Session: Yes

Reviewed by Boards/Commissions: None

STAFF RECOMMENDATION

Support. This policy issue merits discussion at the 2024 Study Issues Workshop.

With the adoption of the Moffett Park Specific Plan, applications are already being received in advance of completion of the Moffett Park Implementation Plan. Setting a framework/policy for the process to evaluate possible future requests such as these will be necessary.

Prepared by: Arnold Chu, Assistant City Engineer

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

Reviewed by: Trudi Ryan, Director, Community Development Department

Reviewed by: Ramana Chinnakotla, Director, Environmental Services Department

Reviewed by: Sarah Johnson-Rios, Assistant City Manager

Approved by: Kent Steffens, City Manager



City of Sunnyvale

Agenda Item

24-0089

Agenda Date: 2/15/2024

2024 COUNCIL STUDY ISSUE

NUMBER

DPW 24-07

TITLE Explore the Benefits and Costs of Project Labor Agreements (PLAs) to Establish the Terms and Conditions of Employment for Specific City Construction Projects

BACKGROUND

Lead Department: Public Works Department

Support Departments: Office of the City Manager
Office of the City Attorney Finance Department

Sponsor(s): Councilmembers: Klein, Sell, Mehlinger, Din, Melton, Srinivasan

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

SCOPE OF THE STUDY

What precipitated this Study?

At the November 28, 2023 Council Meeting, Mayor Klein proposed this Study Issue as a result of conversations he had with other agencies and community groups. Several Councilmembers cosponsored this item with the intent of seeing if implementing Project Labor Agreements (PLAs) would gain efficiencies for the City's construction projects.

What are the key elements of the Study?

This Study would utilize a consultant to:

- Provide context around what a Project Labor Agreement is and how it might be used within the City of Sunnyvale, including general terms, conditions, requirements, and thresholds for usage.
- Gather information on other agencies' use with an emphasis on other nearby local agencies, and the common terms and conditions employed.
- Gather information on when a PLA is required, for example, when the federal funding involved is over \$35 million.
- Identify general requirements, implementation schedule relative to construction schedules, and any necessary enforcement.
- Determine pros and cons of utilizing a PLA specific to Sunnyvale.
- Determine costs to deploy PLAs.

Although PLAs first were utilized in the 1930's for federal government dam projects, they are not commonly used locally and are not currently utilized in the City of Sunnyvale for its construction projects. At one point, seven jurisdictions banned the use of PLAs within their communities. Notably,

in November 2023, San Diego overturned their ban on PLA's that was enacted in 2012.

PLAs have been a recent topic of discussion, with the federal government's Department of Labor strongly encouraging the use of PLA's, stating that these pre-hire agreements can benefit both contractors and owners by stipulating terms and conditions of the construction work. Common provisions include no strikeout/lockout, and local hire or disadvantaged business requirement thresholds.

Estimated years to complete Study: 1.5 years

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 - General Fund

It is anticipated that a consultant would be retained for the Study. After the information is gathered, the Public Works Department would work closely with the Finance Department to determine how implementation of a PLA could impact purchasing timelines for construction bidding.

Cost to Implement Study Results

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

EXPECTED CITY COUNCIL, BOARD OR COMMISSION PARTICIPATION

Council-Approved Work Plan: No

Council Study Session: Yes

Reviewed by Boards/Commissions: None

STAFF RECOMMENDATION

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

Staff recommends deferring this item. Typically, public works construction contracts follow Caltrans' standards, which stem from the federal government. On December 18, 2023, the Federal Office of Management and Budget issued a memorandum regarding use of project labor agreements on large scale (i.e., at least \$35 million) federal construction projects. It is anticipated that Caltrans will soon release guidance as part of its local assistance procedure manuals (LAPM) for local agency usage.

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

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

Reviewed by: Tim Kirby, Director, Finance Department

Reviewed by: Sarah Johnson-Rios, Assistant City Manager

Approved by: Kent Steffens, City Manager



City of Sunnyvale

Agenda Item

24-0105

Agenda Date: 2/15/2024

2024 COUNCIL STUDY ISSUE

NUMBER

DPW 24-08

TITLE Explore the Feasibility of Converting the PG&E Lots Facing Ramona Avenue, Lois Avenue, and/or Dona Avenue into an Open Green Space Linear Park for the Community

BACKGROUND

Lead Department: Department of Public Works

Support Departments: Office of the City Manager

Office of the City Attorney

Sponsor(s): Councilmembers: Sell, Din, Mehlinger, Cisneros, Melton, Srinivasan, Klein

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

SCOPE OF THE STUDY

What precipitated this study?

At Parks and Recreation Commission meetings this year, residents asked to convert the fenced-in PG&E lots facing Ramona Ave, Lois Ave, and Dona Ave into public mini-parks with drought-tolerant native landscaping. PG&E owns the land comprising the lots except for 20-foot-wide strips on either side facing immediately adjacent homes, which are owned by the City in fee title. PG&E and the City are currently providing minimal maintenance of the area. This mini-park would be walkable from many homes and apartments in the Cherry Chase neighborhood and on El Camino Real.

What are the key elements of the study?

The Study would consider what would be needed to open part or all of one to three of the PG&E lots for public access and explore the feasibility of options for their use. This study would coordinate with PG&E to determine the requirements needed for use and hold outreach meetings for impacted residents. The study would do robust neighborhood outreach and survey the neighborhood to determine opinions about what park features, services, and traffic and noise levels would be considered compatible and desirable by neighborhood residents including at a minimum the options of:

- Drought-tolerant native Miyawaki Pocket Forests.
- A nature walkway for bicycle and pedestrian access running through the lots.
- Open lawn space.
- A community vegetable garden.

- Plantings of native plants such as milkweed to support threatened native species such as the Monarch Butterfly.

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:	\$100,000
Funding Source:	Will seek budget supplement - General Fund

The costs for the Study would be for hiring a consultant to complete the analysis and assist with outreach.

Cost to Implement Study Results

Unknown. Study would include assessment of potential costs and funding sources for both capital and operating.

EXPECTED CITY COUNCIL, BOARD OR COMMISSION PARTICIPATION

Council-Approved Work Plan: No

Council Study Session: No

Reviewed by Boards/Commissions: Parks and Recreation Commission

STAFF RECOMMENDATION

Support. This policy issue merits discussion at the 2024 Study Issues Workshop.

As Sunnyvale becomes more built-out, some creativity may be needed to increase open space. These areas could serve different uses or be passive for residents.

Prepared by: Jim Stark, Superintendent of Parks and Golf

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

Reviewed by: Sarah Johnson-Rios, Assistant City Manager

Approved by: Kent Steffens, City Manager



City of Sunnyvale

Agenda Item

24-0275

Agenda Date: 2/15/2024

2024 COUNCIL STUDY ISSUE

NUMBER

DPW 24-09

TITLE Improving Pedestrian and Bicycle Safety Near Intersections and Crosswalks at Fremont High School and at Homestead High School and Other Innovative Traffic Improvements

BACKGROUND

Lead Department: Department of Public Works

Support Departments: Office of the City Manager

Office of the City Attorney

Sponsor(s): Councilmembers: Sell, Cisneros, Mehlinger, Klein,
Srinivasan

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

SCOPE OF THE STUDY

What precipitated this study?

Councilmember Sell sponsored this study issue citing ongoing concerns from community members regarding the safety of students walking or cycling to school. Fremont and Homestead High Schools both serve Sunnyvale residents and have a combined enrollment of approximately 4,500 students. Residents and students have requested the City to further improve pedestrian and bicyclist safety as students walk and bike on Fremont Avenue in front of Fremont High School and on Homestead Road in front of Homestead High School. The proposed study would consider improvements that are within Sunnyvale's jurisdiction.

Fremont High School is located in South Sunnyvale at the northwest corner of the Sunnyvale-Saratoga Road/Fremont Avenue intersection. Along the school frontage, Sunnyvale-Saratoga Road is a divided, north-south, six-lane, Class I Arterial with a speed limit of 40 mph; Fremont Avenue is a divided, east-west, four-lane, Class II Arterial that connects SR-85 to El Camino Real, with a speed limit of 40 mph.

Homestead High School is located in the City of Cupertino south of Homestead Road between S. Mary Avenue and Kennewick Drive. A portion of Homestead Road along the school frontage and the intersections of Homestead Road at S. Mary Avenue and at Kennewick Drive are under the City of Sunnyvale's jurisdiction. Homestead Road is an east-west, four-lane, Class II Arterial with a speed limit of 35 mph.

What are the key elements of the study?

The proposed study would evaluate potential improvements to pedestrian and bicycle safety at intersections and crosswalks near Fremont and Homestead High Schools and assess the feasibility

of other innovative traffic improvements. Potential improvements to consider include installing a pedestrian scramble at Fremont Avenue/Sunnyvale-Saratoga Road and at Homestead Road/Kennewick Drive, improving street lighting at crosswalks, installing bike boxes at signalized intersections near the high schools, and installing a High-Intensity Activated crosswalk (HAWK) signal at Fremont Avenue and Selo Drive. The study would involve hiring a consultant to identify existing conditions near Fremont and Homestead High Schools, summarize recommendations in the City's planning documents such as the Active Transportation Plan (ATP), Vision Zero Plan (VZP), and Roadway Safety Plan, collect data, and conduct analysis to suggest further improvements and determine the feasibility for each potential improvement. There will also be opportunities for public outreach to involve the schools, students, residents, and business owners. The consultant would also provide conceptual designs and cost estimates for the improvements.

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:	\$250,000
Funding Source:	Would seek budget supplement

A consultant would be involved to review existing documents, conduct data collection, perform transportation analysis, conduct community outreach, develop conceptual designs and topographical/utility/right-of-way surveys, and produce cost estimates to understand the feasibility of each potential improvement.

Cost to Implement Study Results

Unknown. 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: 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.

In the ATP approved by City Council in August 2020, bicycle, pedestrian and safe routes to school improvements were identified near Fremont and Homestead High Schools. Significant outreach and coordination were done with the school district, school staff, students, parents and neighbors to identify improvements near the school frontages to help improve non-automotive transportation needs. Safety improvements were also identified in the VZP and Roadway Safety Plan. Some improvements include:

- **Sunnyvale-Saratoga Road** - upgrade existing Class II bicycle lane to Class IV separated bikeway between Mathilda Avenue and Homestead Road.
- **Fremont Avenue** - upgrade existing Class II bicycle lane/Class IIB buffered bicycle lane to Class IV separated bikeway. To achieve this, a road diet between Bernardo Avenue and

Sunnyvale-Saratoga Road is required and a traffic study must be conducted to determine if a road diet is feasible. This study is funded by CIP 836200 - Bicycle Improvements Planning Study. Other improvements include lane width reduction to 11 feet where feasible and modifying the existing medians.

- **Fremont Avenue from Los Arboles Avenue to Selo Drive** - install “Cross Only at Crosswalk” signs to encourage crosswalk usage.
- **Fremont Avenue/Sunnyvale-Saratoga Road** - evaluate signal operations to include protective signal phasing for bicyclists and pedestrians, remove eastbound through lane to accommodate a right-turn only lane, install advanced limit lines, install protected intersection to allow for two-stage left turns for bicyclists at all corners, implementing leading pedestrian interval (LPI), install accessible pedestrian systems, consider prohibiting right-turn-on-red for the southbound right turn and the westbound right turn movements; however, since this is a Congestion Management Program (CMP) intersection, additional analysis is necessary to evaluate if any signal or signal operation changes would degrade the intersection operations to unacceptable levels.

Some of the improvements identified in the ATP, VZP, and Roadway Safety Plan have already been implemented. Some completed improvements include:

- **At Fremont Avenue/Sunnyvale-Saratoga Road** - high visibility crosswalks on all legs.
- **At Fremont Avenue/Bobwhite Avenue/Manet Drive** - high visibility crosswalks, curb extensions, curb ramps, LPI, green pavement markings.
- **At Homestead Road/Mary Avenue** - curb extensions, curb ramps, high visibility crosswalks, pedestrian scramble, LPI, two-stage bicycle turn box, green pavement markings.
- **At Homestead Road/Kennewick Drive** - upgraded signal heads to 12”, high visibility crosswalks, green pavement markings.
- **At Homestead Road/Samedra Street** - high visibility crosswalk.
- **Homestead Road (fronting Homestead High School)** - installed Class IV separated bikeways, delineators at the driveway exit of the “horseshoe” loop.

City staff are currently working on or seeking funding for several projects that implement bicycle and safe routes to school improvements near the school vicinities. Some projects include:

- **CIP 825730 - Pedestrian Lighted Crosswalk Maintenance and Replacement** - to replace the existing Rectangular Rapid Flashing Beacon (RRFB) on the west leg of Fremont Avenue/Sydney Drive with a HAWK, upgrade existing crosswalk to high visibility, and install a curb extension on the southwest corner.
- **CIP 835870 - Sunnyvale Quick Build Bicycle, Pedestrian and Safe Routes to School Safety Improvements** - to close the medians on Fremont Avenue between Sunnyvale-Saratoga Road and Manet Drive-Bobwhite Avenue to reduce unnecessary conflicts between turning vehicles and pedestrians/bicyclists.
- **Homestead Full-time Bike Lane Study** - to seek funding opportunities to remove parking along Homestead Road to facilitate full-time bike lanes.

The Pedestrian Lighted Crosswalk Maintenance and Replacement CIP 825730 already funds the design (FY 2024/25) and construction (FY 2025/26) of a HAWK at Fremont Avenue/Sydney Drive to replace the RRFB on the west leg and offers a direct path leading students to the school frontage. There is currently no pedestrian crossing at Fremont Avenue/Selo Drive as students currently park on Sydney Drive in order to use the crosswalk that leads them to the school entrance. Putting a HAWK

at Fremont Avenue/Selo Drive would be too close in proximity to the existing crosswalk and upcoming HAWK at Fremont Avenue/Sydney Drive. There is also an existing duck out for a Santa Clara Valley Transportation Authority (VTA) bus stop on the north side of Fremont Avenue/Selo Drive which may be impacted if a HAWK is installed.

Although the intersection of Sunnyvale-Saratoga Road/Fremont Avenue is under the City of Sunnyvale's jurisdiction, VTA, the Congestion Management Agency for Santa Clara County, has identified this intersection as a regionally significant Congestion Management Program intersection. The operation at this intersection is monitored by VTA and must follow regionally significant guidelines for managing congestion. Adding in a pedestrian scramble will likely cause significant backups and delays along the Sunnyvale-Saratoga Road corridor which may cause a reduction in safety.

Prepared by: Lillian Tsang, Principal Transportation Engineer
Reviewed by: Chip Taylor, Director, Department of Public Works
Reviewed by: Sarah Johnson-Rios, Assistant City Manager
Approved by: Kent Steffens, City Manager



City of Sunnyvale

Agenda Item

24-0288

Agenda Date: 2/15/2024

2024 COUNCIL STUDY ISSUE

NUMBER

DPW 24-10

TITLE Evaluate a Red Curb Painting Request Process and Utilization of Volunteers to Paint Curbs

BACKGROUND

Lead Department: Department of Public Works

Support Departments: Office of the City Manager
Office of the City Attorney
Human Resources Department

Sponsor(s): Councilmembers: Klein, Mehlinger, Cisneros, Sell,
Srinivasan, Melton, and Din

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

SCOPE OF THE STUDY

What precipitated this study?

In October 2023, Governor Newsom signed Assembly Bill (AB) 413, which amends Section 22500 of the Vehicle Code to restrict vehicle parking within 20 feet of the vehicle approach side of any unmarked or marked crosswalk, or within 15 feet of any crosswalk where a curb extension is present. The Bill does not require any markings or signs to indicate that parking is prohibited, except only warnings can be issued prior to January 1, 2025, if it is not marked or signed.

What are the key elements of the study?

The study would evaluate a program to receive requests from residents for painting red curbs, and the feasibility of establishing a volunteer program to paint the curbs. The study would involve hiring a consultant to develop a process for receiving red curb painting requests, make recommendations on how to prioritize requests, develop an inventory to track completed and pending requests, and research how other local agencies are processing requests.

Additionally, the consultant would evaluate how volunteers could potentially be utilized to implement red curb painting requests. This would include defining the responsibilities for volunteers and their involvement with City staff and establishing procedures and training content to qualify volunteers to perform the work to meet legal requirements and quality standards (how to measure distances, establishing a work zone, setting up traffic control, ensuring safety, proper handling of paint, care of equipment/materials, clean-up in case of over-painting or spills, etc.).

The study would also identify any risks or legal exposures for the City with the use of volunteers (injuries, painting curb not designated for painting, insurance, liability, etc.).

Finally, the study would identify additional staffing resources and funding necessary to implement this

new process and program of receiving red curb painting requests, responding, evaluating requests, prioritizing requests, utilizing volunteers, and provide a list of advantages and disadvantages of using volunteers.

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:	\$ 75,000
Funding Source:	Will seek budget supplement - General Fund

The cost associated with this Study would be for consultant services to perform the study as listed under the Key Elements of the Study. City staff would work with the consultant throughout the project process including the analysis and the development of recommendations.

Cost to Implement Study Results

Unknown. 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: No

STAFF RECOMMENDATION

Support. This policy issue merits discussion at a Study Issues Workshop.

There is a Budget Proposal 24-06 Curb Painting Program that is being considered by City Council also to reestablish a crew to paint curbs throughout the city. If approved, this study issue would likely not be needed as resources to address AB 413 would have been allocated.

Staff currently has existing processes and procedures that are used for curb painting requests. Residents are currently able to request new and refresh curb painting through Access Sunnyvale, email, phone call, or in person at City Hall. Staff processes the request and logs it into an ongoing resident request database. The request is assigned to City staff to conduct field visit, collect measurements, analyze the location for potential curb painting. A work order is sent to the City's Street Operations crew for implementing the curb painting if approved within the available budget. After the curb painting work order is completed for new installations, staff updates the existing City's Traffic Control Regulations Handbook to keep track of the inventory.

In anticipation of a high volume of requests from the public for curb painting, the study issue proposes to analyze the potential of creating a database of existing red curbs in the City and establish a program to receive requests from residents to paint the curb red, in regard to the new AB 413 law that was signed by Governor Newsom. The program would include evaluating the necessary training and recruitment of volunteers to assist in implementing curb paint throughout the City. If there

is a reliance on volunteers and/or organized groups of volunteers to perform curb painting, then any difficulty in obtaining volunteers would delay implementation of curb painting.

With a volunteer program, the City would be responsible for the volunteers' safety while working in the field. The volunteers would also need to have a full understanding of how to use the equipment and safety precautions when implementing red curbs. Staff would potentially need to supervise volunteers and work closely with them to identify the curb painting location, measure the distance that needs to be painted, establish a work area, set up traffic control, and exercise proper methods to paint the curb. This type of program would likely not include the higher volume collector and arterial roadways due to the additional safety requirements, equipment and training necessary.

Prepared by: Thinh Le, Transportation Engineer

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

Reviewed by: Sarah Johnson-Rios, Assistant City Manager

Approved by: Kent Steffens, City Manager



City of Sunnyvale

Agenda Item

24-0289

Agenda Date: 2/15/2024

2024 COUNCIL STUDY ISSUE

NUMBER

DPW 24-11

TITLE Sunnyvale Gateway Program

BACKGROUND

Lead Department: Department of Public Works

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

Sponsor(s): Councilmembers: Melton, Klein, Cisneros, Srinivasan, Din, Sell, Mehlinger

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

SCOPE OF THE STUDY

What precipitated this study?

This study was proposed by City Council to establish a City-wide program to enhance key gateways into the City of Sunnyvale.

What are the key elements of the study?

This study would review gateways into Sunnyvale and establish a citywide program, including design standards, to enhance each key City thoroughfare near City limits. The study would evaluate constructing improvements in these areas that welcome roadway users (ped, bike, auto) to the City of Sunnyvale in a way that provides a unique identity and sense of place for each location.

The overall design concept could be to provide towers, fountains, beacons, gateposts, pylons, or signs that become focal points of the City.

The following gateway locations have been identified for study:

- Fremont Avenue (Los Altos - Priority);
- Wolfe (Cupertino);
- Sunnyvale-Saratoga (Cupertino);
- El Camino Real (ECR) (Mtn View)*;
- ECR (Santa Clara)*;
- Kifer (Santa Clara);
- Tasman (Santa Clara);
- Moffett Park Drive (Mtn View); and
- U.S. 101 on and off ramps on Fair Oaks and Mathilda (Caltrans).

*Note: The Adopted Budget has a project for establishing an ECR Gateway Program (836420 - El Camino Real Sense of Place Plan). This study would include a review of the existing projects for overlap. Also, a Gateway Program at ECR may require coordination and agreement with Caltrans.

The scope of the study would include procurement of a consultant to review of each of the listed City entry points to identify potential gateway sign/feature locations and characteristics. The study would prioritize the gateways and create a framework and design guidelines for developing each specific location. This would include a review of any adopted Area Plans or Specific Plans or other established standards at each location so selected gateway features would match the identity and character of the area. Two to three concept alternatives would be prepared for each gateway location and a moderate amount of community outreach will be included in the study. Design and construction cost estimates will be prepared for each option.

Limited surveying and utility locating will be included in the study to confirm that the locations identified are feasible. Detailed surveys needed for construction documents would be included in future design contracts.

Upon completion of the study, design and construction budgets would be established and a Capital Improvement Project created. A Design Consultant would then be selected to complete the designs and prepare bidding and construction documents. Any agreements or permits with other agencies such as Caltrans, as well as new electrical services with PG&E, would be obtained and a construction contractor would be selected through a bid process.

Estimated years to complete study: 2.5 years

FISCAL IMPACT

Cost to Conduct Study

Level of staff effort required (opportunity cost):	Moderate
Funding Required for Non-Budgeted Costs:	\$ 200,000
Funding Source:	Will seek budget supplement - General Fund

The cost associated with the Study would be for consultant services to perform the work as described under the Key Elements of the Study. A moderate amount of community outreach is planned for the Study, including two to three meetings (one meeting to discuss gateways in the northern half of the City and one for gateways in the southern half) and one online survey. City staff would work with the consultant throughout the process in development of the Study and preparation of options. Some costs may be offset by existing projects 826800 - Downtown Wayfinding and Gateways and 836420 - El Camino Real Sense of Place Plan that are funded in the FY 2023/24 Adopted Budget.

Cost to Implement Study Results

Unknown. Study would include assessment of potential costs, including capital and operating, as well as the potential for establishing or using existing fees (e.g., Sense of Place) for plan areas, or other revenue/savings opportunities. Some of the concepts proposed, such as fountains or beacons, would require higher ongoing operating and maintenance costs than other alternatives such as signs or gateposts.

EXPECTED CITY COUNCIL, BOARD OR COMMISSION PARTICIPATION

Council-Approved Work Plan: No

Council Study Session: No

Reviewed by Boards/Commissions: N/A

STAFF RECOMMENDATION

Support. This policy issue merits discussion at the 2024 Study Issues Workshop.

Currently there are two parallel City projects related to gateways - on El Camino Real and for the Downtown area. City staff has reviewed plans for monument signage also in the Lawrence Station Area plan area. In addition, existing signage, or in some cases, small monuments indicating City limits are present along major thoroughfares. This study would provide a comprehensive review of the listed City entry points for existing, proposed and absent gateway features and would result in a program for Citywide implementation complete with installation guidelines.

Prepared by: Nate Scribner, Assistant City Engineer

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

Reviewed by: Sarah Johnson-Rios, Assistant City Manager

Approved by: Kent Steffens, City Manager



City of Sunnyvale

Agenda Item

24-0294

Agenda Date: 2/15/2024

2024 COUNCIL STUDY ISSUE

NUMBER

OCM 24-01

TITLE North Sunnyvale Quality-of-Life Improvement Master Plan

BACKGROUND

Lead Department:

Office of the City Manager

Support Departments:

Office of the City Attorney

Department of Public Works

Community Development Department

Library and Recreation Services

Department of Public Safety

Finance Department

Environmental Services Department

NOVA Workforce Services

Sponsor(s):

Councilmembers: Din, Mehlinger, Melton, Klein, Cisneros,
Mehlinger, Sell

History:

1 year ago: N/A

2 years ago: N/A

SCOPE OF THE STUDY

What precipitated this study?

At the January 25 Council Strategic Planning Workshop, Councilmember Din proposed a study issue to create a north Sunnyvale quality of life improvement master plan. The study would include an assessment of historical inequities in north Sunnyvale compared to other areas of the City. The Master Plan would propose quality of life improvements with specific metrics.

What are the key elements of the study?

This Study would require defining "North Sunnyvale" as a geographic area. Staff would then examine disparities between "North Sunnyvale" and other areas of the City. Elements of the Study would be based on various socio-economic, demographic, and spatial factors. These factors would focus primarily on conditions that play a significant role in influencing a person's quality of life.

Council would need to provide direction on the scope of the Study. There are some areas that are under the City's direct purview. Other quality of life factors would need to be addressed through external regional partners such as the County, educational institutions, business community, transportation agencies, and others. Implementing a wide-reaching quality-of-life master plan would be a resource-intensive, multi-year or ongoing effort. Success would depend, in part, on actions by external partners. Study elements could include:

- **Public Safety:** Ensuring the safety and security of residents through effective law enforcement, emergency response, crime prevention strategies, and community policing efforts.
- **Public Infrastructure and Utilities:** Evaluate the availability of essential infrastructure, utilities and broadband.
- **Housing:** Assess access to affordable, safe, and diverse housing options for residents, including strategies for addressing homelessness, promoting affordable housing, and improving housing conditions.
- **Employment Opportunities:** Fostering a vibrant economy with diverse job opportunities, entrepreneurship support, workforce development programs, and initiatives to attract and retain businesses.
- **Recreation and Leisure:** Providing access to parks, green spaces, recreational facilities, cultural amenities, social networks, and community events that promote physical activity, social interaction, creativity, and cultural enrichment.
- **Environmental Sustainability:** Evaluating policies and practices to protect natural resources, reduce pollution, mitigate climate change impacts, and promote sustainable development practices.
- **Transportation:** Developing and/or advocating for efficient, sustainable, and accessible transportation systems that offer multiple modes of travel (e.g., public transit, walking, biking, carpooling) to reduce congestion, improve air quality, and enhance safety and connectivity.
- **Education:** Supporting high-quality educational opportunities at all levels and promoting lifelong learning through Library and Recreation and relationships with educational partners.
- **Health and Nutrition:** Supporting improved access to healthcare services and facilities, wellness programs, and nutritious food and food security, including partnership initiatives to address health disparities and improve health outcomes.
- **Social Services and Support:** Assess access to social service networks, including access to childcare, eldercare, mental health services, substance abuse treatment, and support for vulnerable populations such as low-income families, immigrants, and people with disabilities.
- **Civic Engagement and Governance:** Promoting civic participation, transparency, accountability, and collaboration to facilitate inclusive and equitable decision-making.

The Study would require extensive data analysis using existing quantitative data as well as qualitative research methods that engage residents. Census block data can help identify patterns and disparities within a community. The City also has administrative data that can support a geospatial

analysis of resources. Staff would work with a consultant to complete the data analysis, facilitate community engagement, and develop a Master Plan.

A related effort is underway. As part of Council's Equity, Access, and Inclusion priority area, staff has drafted a request for proposals for a community needs assessment. This assessment will highlight current disparities and resource needs of Sunnyvale's historically marginalized groups. The results of this Study could inform the analysis of geographic disparities.

Based on these findings, a quality-of-life master plan would establish goals aimed at enhancing the well-being, prosperity, and overall access to opportunities and resources for residents in "North Sunnyvale." The master plan would also make recommendations to help the City achieve goals and develop metrics to track progress. The project would use an equity, access, and inclusion lens in all aspects of planning and decision-making. Goals and recommendations would be developed with North Sunnyvale residents most impacted by disparities identified in the Study.

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:	\$250,000
Funding Source:	Will seek budget supplement - General Fund

The Study would require a major staff time commitment from the Office of the City Manager to scope the study, conduct a request for proposals, manage a consultant contract, engage the community and present findings, goals and recommendations to Council. Cost to complete the study would be dependent on the scope of quality-of-life items that Council wishes to include, and the level of community engagement desired. A broadly scoped study may exceed this initial cost estimate, while a more narrowly defined scope could cost less than this Study cost estimate. Further, if Council would like quality-of-life data metrics to be tracked on an ongoing basis, there would be a cost associated with that effort.

Cost to Implement Study Results

Unknown. Implementing a Quality-of-Life Master Plan would depend on the action items identified. To the extent that they include infrastructure investments, items controlled by external partners, or other high-cost items, implementation could take many years and be quite costly. The study would include an assessment of potential costs, including capital and operating.

EXPECTED CITY COUNCIL, BOARD OR COMMISSION PARTICIPATION

Council-Approved Work Plan: No

Council Study Session: Yes

Reviewed by Boards/Commissions: Human Relations Commission

STAFF RECOMMENDATION

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

A community needs assessment is underway. This assessment will assess existing disparities and unmet resource needs of Sunnyvale's historically marginalized groups. There is likely a correlation between our historically marginalized groups and geographic disparities experienced by residents in north Sunnyvale. Staff recommends waiting for the results of the community needs assessment to inform the development of a quality-of-life master plan. Alternatively, the two study issues could be combined for a more robust study and master plan.

Prepared by: Jaqui Guzmán, Deputy City Manager

Reviewed by: Sarah Johnson-Rios, Assistant City Manager

Approved by: Kent Steffens, City Manager



City of Sunnyvale

Agenda Item

24-0287

Agenda Date: 2/15/2024

2024 COUNCIL STUDY ISSUE

NUMBER

OCM 24-02

TITLE Evaluate the City of Sunnyvale Study Issues Process

BACKGROUND

Lead Department: Office of the City Manager

Support Departments: N/A

Sponsor(s): Councilmembers: Mehlinger, Sell, Srinivasan, Cisneros, Melton, Klein, Din

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

SCOPE OF THE STUDY

What precipitated this study?

The City's study issue process provides a method for identifying, prioritizing, and analyzing policy issues important to the community. It provides a structured approach for addressing the large number of issues that are raised each year, allowing Council to rank the issues, and set priorities within the limits of time and resources. It also allows staff to balance the work required to thoroughly study an issue such as a new program or policy with the work required to continue delivering high quality ongoing City services. According to the current Study Issues Process policy (7.3.26), any substantive policy change (large or relatively small) is subject to the study issues process. Policy related issues include such items as proposed ordinances, new or expanded service delivery programs, changes to existing Council policy, and/or amendments to the General Plan

At the January 25, 2024 Council Strategic Workshop, Councilmember Mehlinger sponsored a study issue related to improving innovation and agility in the City's study issue process.

What are the key elements of the study?

This Study would evaluate the current Study Issues Process for improved efficiencies.

Additionally, the Study may include:

- Identifying potential changes to the Study Issues Process policy, including changes in sponsorship, selection, deadlines, and ranking method.
- Identifying potential changes in staffing levels to support a defined process.
- Identifying potential system changes to track a Study.
- Identifying strengths and weakness in the current process.
- Developing criteria for a Study, triggers that would determine when a Study is required.
- Identifying alternative processes for when a Study is not required.

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:	\$75,000
Funding Source:	Will seek budget supplement - General Fund

A consultant who specializes in process improvement and design-based innovation would be hired to assist staff in completing the study and facilitate appropriate engagement in the process.

Cost to Implement Study Results

Unknown. 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: Yes

Reviewed by Boards/Commissions: Arts Commission, Bicycle and Pedestrian Advisory Commission, Board of Library Trustees, Heritage Preservation Commission, Housing and Human Services Commission, Human Relations Commission, Parks and Recreation Commission, Planning Commission and Sustainability Commission.

STAFF RECOMMENDATION

Support. This policy issue merits discussion at the 2024 Study Issues Workshop.

The Study will assist the City in determining whether the current Study Issues Process is an efficient and effective way for identifying, prioritizing, and analyzing policy issues, and where improvements may be warranted.

Prepared by: Michelle Zahraie, Senior Management Analyst

Reviewed by: Sarah Johnson-Rios, Assistant City Manager

Approved by: Kent Steffens, City Manager