



Sunnyvale

## Memorandum

**Date:** 3/5/2019  
**To:** Honorable Mayor and Members of the City Council  
**From:** Lupita Alamos, Senior Management Analyst  
**Subject:** Study Issues and Budget Issues Supplemental Packet for March 7, 2019  
 Study/Budget Issues Workshop

### Overview

In this packet, you will find supplemental materials for the March 7 Study Issues/Budget Issues Workshop. Staff recommends that these materials be incorporated into your Proposed 2019 Study and Budget Issues Binder. As some materials replace what is currently in your binder and some materials are new, please look carefully at the list below to guide you in which should be replaced and which are simply new additions. Included in this packet are New/Revised Study Issues and Department Worksheets for:

#### Library and Community Services

LCS 19-03 – **insert** new

#### Public Works

Summary Worksheet – **replace** current

DPW 19-11 – **insert** new

#### Budget Issues

Budget Issues Worksheet – **insert** new

Budget Issue #1 – **insert** new

Budget Issue #2 – **insert** new

Budget Issue #3 – **insert** new

Budget Issue #4 – **insert** new

With the addition of the materials above, the Council will have 38 proposed study issues for consideration – in addition to the 16 issues that remain underway from previous years. The newly proposed and continuing from 2018 Workplan study issues are across eight departments as noted in the tables below.

### Summary Tables

| Citywide Study Issues   |           |
|-------------------------|-----------|
| <b>2018 Workplan</b>    | <b>16</b> |
| <b>New Study Issues</b> | <b>38</b> |
| Support                 | 20        |
| Defer                   | 8         |
| Drop                    | 8         |
| None/No Rec.            | 2         |
| Subtotal                | 38        |
| <b>Total</b>            | <b>54</b> |

|                         | OCM      | CDD       | ESD      | FIN      | HRD      | LCS      | DPS      | DPW       |
|-------------------------|----------|-----------|----------|----------|----------|----------|----------|-----------|
| <b>2018 Workplan</b>    | <b>1</b> | <b>6</b>  | <b>2</b> | <b>0</b> | <b>0</b> | <b>1</b> | <b>0</b> | <b>6</b>  |
| <b>New Study Issues</b> | <b>4</b> | <b>17</b> | <b>3</b> | <b>2</b> | <b>1</b> | <b>3</b> | <b>1</b> | <b>7</b>  |
| Support                 | 1        | 6         | 2        | 2        | 1        | 3        | 1        | 4         |
| Defer                   | 1        | 6         | 1        | 0        | 0        | 0        | 0        | 0         |
| Drop                    | 1        | 4         | 0        | 0        | 0        | 0        | 0        | 3         |
| None/No Rec.            | 1        | 1         | 0        | 0        | 0        | 0        | 0        | 0         |
| Subtotal                | 4        | 17        | 3        | 2        | 1        | 3        | 1        | 7         |
| <b>Total</b>            | <b>5</b> | <b>23</b> | <b>5</b> | <b>2</b> | <b>1</b> | <b>4</b> | <b>1</b> | <b>13</b> |





# City of Sunnyvale

## Agenda Item

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**19-0165**

**Agenda Date: 3/7/2019**

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### 2019 COUNCIL STUDY ISSUE

#### **NUMBER**

LCS 19-03

**TITLE** Explore Strategies to Promote Cultural Inclusion in City Programs and Services

#### **BACKGROUND**

**Lead Department:** Library and Community Services

**Support Departments:** Office of the City Manager  
Office of the City Attorney

**Sponsor(s):** Councilmembers: Fong, Goldman, Klein, Melton

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

#### **SCOPE OF THE STUDY**

In adopting the 2017 “Statement on Our City Values and Public Service”, the City Council affirmed its commitment to diversity and inclusion as strengths of Sunnyvale’s history (Attachment 1). In doing so, the City recognized the significant role that diversity plays in leading an innovation economy like Sunnyvale’s. Per the Census American Community Survey (2013-2017), over 56% of Sunnyvale households speak a primary language other than English in their homes and the fastest growing segment of the population is Asian which increased from 41.15% to 44.8% from the prior ACS survey (2008-2012). These changing demographics challenge the City to evaluate its ability to engage residents in a culturally-appropriate manner and to ensure that its service delivery system is responsive to community needs.

The proposed study issue would include: 1) a comprehensive assessment of the City’s current policies, programs and resources as they relate to equity and inclusion; 2) a review of best practices and recommendations to address gaps in policy and/or service delivery; and 3) the development of a proposal to establish an “Office of Cultural Inclusion” that would work across City Departments and with community stakeholders to develop a framework, tools and resources to foster an inclusive culture across the organization and ensure that City processes have equitable outcomes for all Sunnyvale residents.

#### **What are the key elements of the Study?**

This Study would explore policies and programs to advance the City’s goals for ensuring a service delivery system that is inclusive and reflective of the City’s diverse communities. The key elements of this study are as follows:

- 1) An analysis of the City’s current capabilities to effectively serve the City’s diverse populations in the following areas: a) communications and outreach, b) access to programming, c) representation on City Boards and Commissions, and d) arts and cultural appreciation

activities;

- 2) The review and identification of best practices used by benchmark organizations that provide services to diverse communities;
- 3) Recommended policy changes or program investments to fill identified gaps in service and/or policy;
- 4) An analysis of the costs and resources required to establish an Office of Cultural Inclusion including but not limited to: dedicated staff, operating budget and organization oversight;
- 5) The identification of grants, donations and/or other outside resources available to advance cultural inclusion initiatives; and
- 6) Community outreach to seek input on best practice recommendations.

**Estimated years to complete study:** 1 year

### **FISCAL IMPACT**

#### **Cost to Conduct Study**

|  |                             |
|--|-----------------------------|
| Level of staff effort required (opportunity cost): | Major                       |
| Funding Required for Non-Budgeted Costs:           | \$60,000                    |
| Funding Source:                                    | Will seek budget supplement |

The Study would require major staff time from the Department of Library and Community Services to conduct policy research and analysis on the study. Staff time would also be required from the Office of the City Manager and Office of the City Attorney to review and advise on results of research. Non-budgeted cost would include hiring of a consultant to conduct the organizational analysis of the City's current efforts, the identification of best practices, assistance with community engagement and development of proposed policy and/or service enhancements.

#### **Cost to Implement Study Results**

Unknown. Study would include assessment of potential costs.

### **EXPECTED CITY COUNCIL, BOARD OR COMMISSION PARTICIPATION**

Council-Approved Work Plan: No

Council Study Session: Yes

Reviewed by Boards/Commissions: Arts, Parks and Recreation, Board of Library Trustees

### **STAFF RECOMMENDATION**

Support. This policy issue merits discussion at the 2019 Study Issues Workshop.

This Study is in alignment with the community engagement goals outlined in the Chapter 2 of the City's General Plan and the "Statement on Our Values and Public Service" document adopted by the full City Council on February 17, 2017 (Attachment 1) that states "a model of inclusion and integration is critical in protecting the general welfare of its residents, its business community, the City organization and quality of life in Sunnyvale."

Staff recognizes that this Study would provide an opportunity to better understand the opportunities and constraints that affect service delivery to the City's diverse communities.

Prepared by: Cynthia E. Bojorquez, Director, Library and Community Services

Reviewed by: Timothy J. Kirby, Director, Finance  
Reviewed by: Teri Silva, Assistant City Manager  
Approved by: Kent Steffens, City Manager

**ATTACHMENT**

1. Statement on Our Values and Public Service

# CITY OF SUNNYVALE

*The Heart of Silicon Valley<sup>sm</sup>*

456 WEST OLIVE AVENUE    SUNNYVALE, CALIFORNIA 94086    (408) 730-7473

## **Statement on Our City Values and Public Service**

Glenn Hendricks  
Mayor

Gustav Larsson  
Vice Mayor

Jim Griffith  
Councilmember

Larry Klein  
Councilmember

Nancy Smith  
Councilmember

Russ Melton  
Councilmember

Michael S. Goldman  
Councilmember

As the “Heart of the Silicon Valley,” Sunnyvale is a thriving community that is a highly desirable place to live, work, and play. Comprised of approximately 150,000 residents and about 9,000 active businesses, we are a community that emulates the spirit of all American ideals particularly worth noting now:

- Valuing our individual experiences and supporting and protecting people of any race, religion, ancestry, ethnicity, ability, gender, sexual orientation, or gender identity;
- Honoring cultural and religious traditions; and
- Valuing and embracing the diverse backgrounds, race, nationalities, ancestries, and ethnicities.

Sunnyvale has a large representation of immigrants from all over the world that are part of our thriving community. Per the Census 2015 American Community Survey (for 2011-2015), over 48% of Sunnyvale’s population is made up of foreign-born residents representing over 25 countries, with about 45% speaking languages other than English. Our local economy reflects both the diversity of our community, as reflected in the rich mixture of restaurants, small businesses, and availability of wide-ranging diverse goods and services. This is matched by our widely recognized global technology businesses with offices in Sunnyvale that depend on the talent and skills of members of the local and international community, such as: Amazon, Apple, GoDaddy, Google, LinkedIn, Lockheed Martin, Microsoft, Plug and Play Tech Center, Tesla, Yahoo!, and many more that contribute to the innovation economy.

We strongly believe that diversity and inclusiveness are strengths that are part of the foundation of Sunnyvale’s incredible local history. Recognized as the “nation’s safest city” (Smart Asset) and the “#1 best performing cities” (Milken Institute), Sunnyvale’s thriving, diverse community and local economy help shape the world’s innovation, and are key components of what make Sunnyvale a great place to live and work. We are proud of Sunnyvale’s record of leading the innovation economy and recognize the significant role that our immigrant population has played in advancing these efforts.

Likewise, Sunnyvale's municipal practices embrace these principles and our employees uphold them each day. The City's General Plan highlights our commitment to safety for all community members and specifically states the goal to ensure a safe and secure environment for people and property in the community by providing effective public safety response and prevention. Through strong local partnerships, the City's service delivery ethic ensures that we serve the needs of all community members with respect, professionalism, dignity, and fair and equitable treatment, regardless of race, religion, ancestry, ethnicity, ability, gender, sexual orientation, or gender identity. Specifically, all City employees are responsible to serve all members of the public with courtesy, impartiality, fairness, and equality under the law at all times<sup>1</sup>. This model of inclusion and integration is critical to the general welfare of the City, and supports and protects our residents, business community, and quality of life. Indeed, this philosophy is the underpinning of the remarkable standard of public service that the community continues to receive and expect.

For these reasons, the City of Sunnyvale affirms its long history of inclusiveness and its public service ethic of helping our City continue to thrive as a culturally diverse community where all are welcome, safe and acknowledged.



Glenn Hendricks  
Mayor

*Authorized by a unanimous vote of the full City Council on February 7, 2017*

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<sup>1</sup> Administrative Policy, Chapter 1. General Management and Chapter 3. Personnel





2019 Study/Budget Issues Workshop  
Summary Worksheet: Study Issues Proposed for Council Consideration

Version: 5-Mar 2019

| #         | Title  | Required Staff Effort | Cost of Study | Cost to Implement*                        | B/C Rank    | Dept. Rank |
|-----------|--|-----------------------|---------------|---|-------------|------------|
| DPW 19-01 | Consider the Feasibility of Establishing an Eruv in Sunnyvale  | Moderate              | \$ 50,000     | Unknown                                   | N/A         | 2          |
| DPW 19-05 | Bicycle and Pedestrian Wayfinding Signs  | Major                 | \$ 250,000    | Unknown                                   | BPAC - 1    | Drop       |
| DPW 19-06 | Develop Bicycle and Pedestrian Metrics to Support Decision-Making on City Projects and Studies                                     | Major                 | \$ 85,000     | Unknown                                   | BPAC - 2    | Drop       |
| DPW 19-07 | Ascertain Suitable Location(s) for the Installation of Youth Cricket Batting Cages and Potential Funding Sources                   | Moderate              | \$ 25,000     | Unknown                                   | PRC - 1     | 1          |
| DPW 19-08 | Determine Neighborhood Interest in Installing Sidewalks in Raynor Park Neighborhood and as Appropriate Investigate Funding Sources | Major                 | \$ 300,000    | Unknown                                   | BPAC - Drop | Drop       |
| DPW 19-10 | Improving Traffic Operations at Fremont/Bernardo/Hwy 85  | Major                 | \$ 150,000    | Unknown                                   | N/A         | 3          |
| DPW 19-11 | Exterior Lighting Dark Sky Ordinance and Standards   | Moderate              | \$ 50,000     | Minimal or no cost expected to implement. | N/A         | 4          |

\*Indicates whether there will be a 1-time capital cost and/or ongoing annuals costs upon implementation.  
See Study Issue Paper for detail.





# City of Sunnyvale

## Agenda Item

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**19-0244**

**Agenda Date: 3/7/2019**

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### **2019 COUNCIL STUDY ISSUE**

#### **NUMBER**

DPW 19-11

**TITLE** Exterior Lighting Dark Sky Ordinance and Standards

#### **BACKGROUND**

**Lead Department:** Department of Public Works

**Support Departments:** Office of the City Manager

Office of the City Attorney

Community Development

**Sponsor(s):** Councilmembers: Smith, Melton, Klein, Goldman, Fong

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

#### **SCOPE OF THE STUDY**

##### **What precipitated this study?**

At the February 5, 2019 council meeting, Councilmember Smith proposed a study issue to study exterior lighting compliance with Dark Sky philosophies, and creation of a possible ordinance and standards.

Current practice for roadway lighting follows internationally and nationally recommended lighting design practices to maintain and/or improve light quality for roadway safety, and achieves sustainability goals, preserves natural resources and reduces light pollution. The City utilizes the Roadway Lighting Design Guide issued by the American Association of State Highways and Transportation Officials (AASHTO) for roadway lighting design and voluntarily follows Dark Sky compliance by requiring the standards set forth in the Model Lighting Ordinance (MLO) issued by Illuminating Engineering Society (IES) and the International Dark Sky Association (IDA). The principles within these guidance documents and standards are utilized in all new and retrofit non-decorative streetlights along roadways. Compliance with the guidelines and standards is monitored by City staff through construction equipment submittal reviews; fixtures are required to have the IDA Dark Sky compliance seal of approval.

For parking lot lighting, the City uses the Citywide Design Guidelines which contain standards for brightness, energy efficiency, pole height and shielding. These standards were updated in 2012 as part of a parking study issue. The Zoning Code also includes standards for avoiding glare or direct illumination of any public street or other property. In practice, conditions of approval are imposed on lighting to address design. In addition, the City has bird safe design guidelines with guidelines associated with lighting. None of the adopted standards directly address maximum lighting levels. See Attachment 1 for excerpts from Zoning Code, Design Guidelines, Bird Safe Building Guidelines,

and typical Conditions of Approval.

This Study Issue would develop standards and/or a lighting ordinance for Dark Sky compliance for all roadway and parking lot lighting within the City to include new and replacement fixtures, both public and private areas.

### **What are the key elements of the Study?**

The Study would review the current City Roadway Lighting practices, design standards and zoning related practices and standards, and will develop standards and/or a lighting ordinance for Dark Sky compliance.

The study could include:

- Evaluation of existing lighting Design Standards and Guidelines.
- Review of Caltrans, US Department of Energy (USDOE), California Energy Commission (CEC), AASHTO and & Federal Highway Administration (FHWA), IDA and IES guidelines and standards for Roadway and Parking Lighting Design consistency with City standards.
- Review of City's Planning, Zoning, and Building standards for private parking lots.
- Recommendations to prepare and adopt a lighting ordinance or lighting design standards that comply with International Dark Sky Association standards.

**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:           | \$50,000                    |
| Funding Source:                                    | Will seek budget supplement |

The cost associated with this Study will be for consultant services, which includes the review of policies, standards and guidelines produced by Caltrans, AASHTO, FHWA, USDOE, CEC, and IDA, City Planning, Building, and Zoning, and, to develop new design standards requiring Dark Sky compliant fixtures. City staff will work with the consultant to determine the feasibility of the project.

#### **Cost to Implement Study Results**

Minimal or no cost expected to implement on a gradual basis; any changes to current practice would be incorporated into existing projects.

### **EXPECTED CITY COUNCIL, BOARD OR COMMISSION PARTICIPATION**

Council-Approved Work Plan: No  
Council Study Session: No  
Reviewed by Boards/Commissions: None

### **STAFF RECOMMENDATION**

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

The City currently follows internationally and nationally recommended practices and design guidelines in the streetlighting industry for roadway lighting and associated IDA compliance where

practical. Compliance with Dark Sky has been achieved for the majority of the City for standard streetlights with the recent retrofits of cobra head High Pressure Sodium (HPS) fixtures to Light Emitting Diodes (LED) technology. Decorative streetlights (approximately 835 Downtown and Peery Park fixture standards) are not Dark Sky Compliant; there is currently no retrofit replacement in the market to make them IDA compliant unless the entire fixture is replaced. The study would consider whether new design standards for decorative fixtures are developed.

Prepared by: Carmen Talavera, Senior Traffic Engineer

Reviewed by: Shahid Abbas, Transportation and Traffic Manager

Reviewed by: Chip Taylor, Director, Public Works

Reviewed by: Trudi Ryan, Director, Community Development

Reviewed by: Teri Silva, Assistant City Manager

Approved by: Kent Steffens, City Manager

### **ATTACHMENTS**

1. Lighting Policies
2. Roadway Lighting Design Criteria

**Existing  
Sunnyvale  
Lighting Regulations and Standards for Exterior Lighting**

**SUNNYVALE MUNICIPAL CODE**

**19.42.050. Lights—Restrictions.**

Lights, spotlights, floodlights, reflectors, and other means of illumination shall be shielded or equipped with special lenses in such a manner as to prevent any glare or direct illumination on any public street or other property. When adjacent to residential zoning districts, non-residential light standards located within the required setback areas as defined in Section 19.34.030 shall be a maximum of eight feet high. (Ord. 2714-02 § 4; Ord. 2623-99 § 1; prior zoning code § 19.24.040).

**CITYWIDE DESIGN GUIDELINES** (*excerpts on lighting*)

**3.B9.**

**Lighting.**

- a. Brightness. Lighting must provide a minimum average of 0.5 foot candles.
- b. Energy efficiency. High energy- efficient lighting, including LED lighting is encouraged. Lights which interfere with color recognition, such as sodium vapor is discouraged.
- c. Pole Height. Light poles are limited to 8 feet in height for pedestrian and residential areas. Light poles may extend up to 16 feet in height in other areas. Light poles must not exceed the height of the main building.
- d. Shielding. Shield light sources to prevent any glare or direct illumination on public streets or adjacent properties.

**BIRD SAFE BUILDING DESIGN GUIDELINES** (*excerpts on lighting*)

**Option 1:** If within 300 feet of a body of water larger than one acre in size or located immediately adjacent to a landscaped area, open space or park larger than one acre in size.

11. No up lighting or spot lights on site;
12. Ensure all site lighting uses shielded fixtures;
13. Turn building lights off at night or incorporate blinds into window treatment to use when lights are on at night;
14. Create smaller zones in internal lighting layouts to discourage wholesale area illumination;

**Option 2:** All other locations in city

6. Prohibit up lighting or spotlights;
7. Shield lighting to cast light down onto the area to be illuminated;
8. Turn commercial building lights off at night or incorporate blinds into window treatment to use when lights are on at night;
9. Create smaller zones in internal lighting layouts to discourage wholesale area illumination;

## **TYPICAL CONDITIONS OF APPROVAL RELATED TO LIGHTING**

### **BP-1. EXTERIOR LIGHTING PLAN:**

Prior to issuance of a Building Permit submit an exterior lighting plan, including fixture and pole designs, for review and approval by the Director of Community Development. Driveway and parking area lights shall include the following:

- a) Sodium vapor (or illumination with an equivalent energy savings).
- b) Pole heights to be uniform and compatible with the areas, including the adjacent residential areas. Light standards shall not exceed 18 feet on the interior of the project and 8 feet in height on the periphery of the project near residential uses.
- c) Provide photocells for on/off control of all security and area lights.
- d) All exterior security lights shall be equipped with vandal resistant covers.
- e) Wall packs shall not extend above the roof of the building.
- f) Lights shall have shields to prevent glare onto adjacent residential properties. [COA] [PLANNING]

### **BP-2. PHOTOMETRIC PLAN:**

Prior to issuance of a Building Permit submit a contour photometric plan for approval by the Director of Community Development. The plan shall meet the specifications noted in the Standard Development Requirements. [COA] [PLANNING]

### **BP-3. LIGHTING POLE HEIGHTS:**

Pole heights shall not to exceed (POLE HEIGHTS: 8, 15, 24) feet. [COA] [PLANNING]

### **BP-4. LIGHTING SPACING:**

Installation of lights at a minimum of 50 feet intervals along all private streets. [COA] [PLANNING]

**CITY OF SUNNYVALE**  
DEPARTMENT OF PUBLIC WORKS  
Division of Transportation and Traffic  
*Date Revised: February 28, 2018*

The intent of this document is to assist the designer in selecting the basic parameters for the preferred design method when performing a photometric analysis for the selection of the LED luminaire that will meet the minimum requirement in Roadway Lighting as recommended by the AASHTO<sup>1</sup> – Roadway Lighting Design Guide. It is not intended to be used as a substitute of any recommended standard practice.

*Roadway Lighting Design Criteria*

There are three different methods for designing continuous roadway lighting per ANSI/IESNA RP-8-00<sup>2</sup> - Illuminance, luminance, and small target visibility. Illuminance based design is the approach that has shown to produce the widest pole spacing and to be of benefit in improving overall pedestrian and drivers' safety in the public right of way. Therefore, is the design method that will be used for the selection and placement of LED roadway lighting.

When using the Illuminance method, the following values must be met:

1. Minimum Average Illuminance **must be equal or above** RP-8-00 value
2. Maximum Average-to-Minimum Uniformity Ratio **must be equal or below** RP-8-00 value

Table 2: Illuminance Method - Recommended Values

| Road and Pedestrian Conflict Area |                          | Pavement Classification<br>(Minimum Maintained Average Values) |                    |               | Uniformity Ratio<br>$E_{avg}/E_{min}$ | Veiling Luminance Ratio<br>$L_{vmax}/L_{avg}$ |
|-----------------------------------|--------------------------|--|--------------------|---------------|---------------------------------------|---|
| Road                              | Pedestrian Conflict Area | R1<br>lux/ftc  | R2 & R3<br>lux/ftc | R4<br>lux/ftc |                                       |   |
| Freeway Class A                   |                          | 6.0/0.6  | 9.0/0.9            | 8.0/0.8       | 3.0                                   | 0.3   |
| Freeway Class B                   |                          | 4.0/0.4  | 6.0/0.6            | 5.0/0.5       | 3.0                                   | 0.3   |
| Expressway                        | High                     | 10.0/1.0   | 14.0/1.4           | 13.0/1.3      | 3.0                                   | 0.3   |
|                                   | Medium                   | 8.0/0.8  | 12.0/1.2           | 10.0/1.0      | 3.0                                   | 0.3   |
|                                   | Low                      | 6.0/0.6  | 9.0/0.9            | 8.0/0.8       | 3.0                                   | 0.3   |
| Major                             | High                     | 12.0/1.2   | 17.0/1.7           | 15.0/1.5      | 3.0                                   | 0.3   |
|                                   | Medium                   | 9.0/0.9  | 13.0/1.3           | 11.0/1.1      | 3.0                                   | 0.3   |
|                                   | Low                      | 6.0/0.6  | 9.0/0.9            | 8.0/0.8       | 3.0                                   | 0.3   |
| Collector                         | High                     | 8.0/0.8  | 12.0/1.2           | 10.0/1.0      | 4.0                                   | 0.4   |
|                                   | Medium                   | 6.0/0.6  | 9.0/0.9            | 8.0/0.8       | 4.0                                   | 0.4   |
|                                   | Low                      | 4.0/0.4  | 6.0/0.6            | 5.0/0.5       | 4.0                                   | 0.4   |
| Local                             | High                     | 6.0/0.6  | 9.0/0.9            | 8.0/0.8       | 6.0                                   | 0.4   |
|                                   | Medium                   | 5.0/0.5  | 7.0/0.7            | 6.0/0.6       | 6.0                                   | 0.4   |
|                                   | Low                      | 3.0/0.3  | 4.0/0.4            | 4.0/0.4       | 6.0                                   | 0.4   |

(Table taken from RP-8-00)

<sup>1</sup> AASHTO – American Association of State Highway and Transportation Officials.

<sup>2</sup> ANSI/IESNA – American National Standard Institute/Illuminating Engineering Society of North America



Designer shall provide separate photometric analysis and calculations for roadway, signalized intersections, crosswalks and sidewalks.

Roadway lighting calculation values should not include values from signalized intersection illumination values, both to be done separately as stated above.

Designer shall follow IESNA recommended values and confirm with City of Sunnyvale's Division of Transportation and Traffic for exact levels, street classification, street use, and pedestrian conflicts.

The following additional values need to be met for roadway, crosswalks and sidewalks:

- Max/Min ratio  $\leq 20$
- The desirable minimum average illuminance levels for marked crosswalks at street intersection is  $\geq 2.2$  fc. However, if this value cannot be achieved, installation of a new street light on each side of the crosswalk will be required.

Desirable illuminance values for marked midblock crosswalks are as follows:

- Minimum Maintained Average Horizontal Illuminance at pavement  $\geq 0.5$  fc
- Minimum uniformity ratio (Avg/Min)  $\leq 4.0$
- Minimum vertical illuminance at 5 ft above pavement  $\geq 0.2$  fc

If these illuminance values for midblock crosswalk cannot be achieved, installation of a new street light on each side of the crosswalk will be required.

The limits of the photometric analysis shall be for the entire street block with all streetlights being LED fixtures on both sides of the street (or on one side of the street based upon existing pattern). The photometric analysis shall identify if existing streetlights would need to be relocated and/or new streetlights would need to be installed for the entire street block.

The basis for street classification shall be the City of Sunnyvale official Roadway Classification map and supplemented by the Sunnyvale Municipal Code Section 10.32.030. Both are included below.

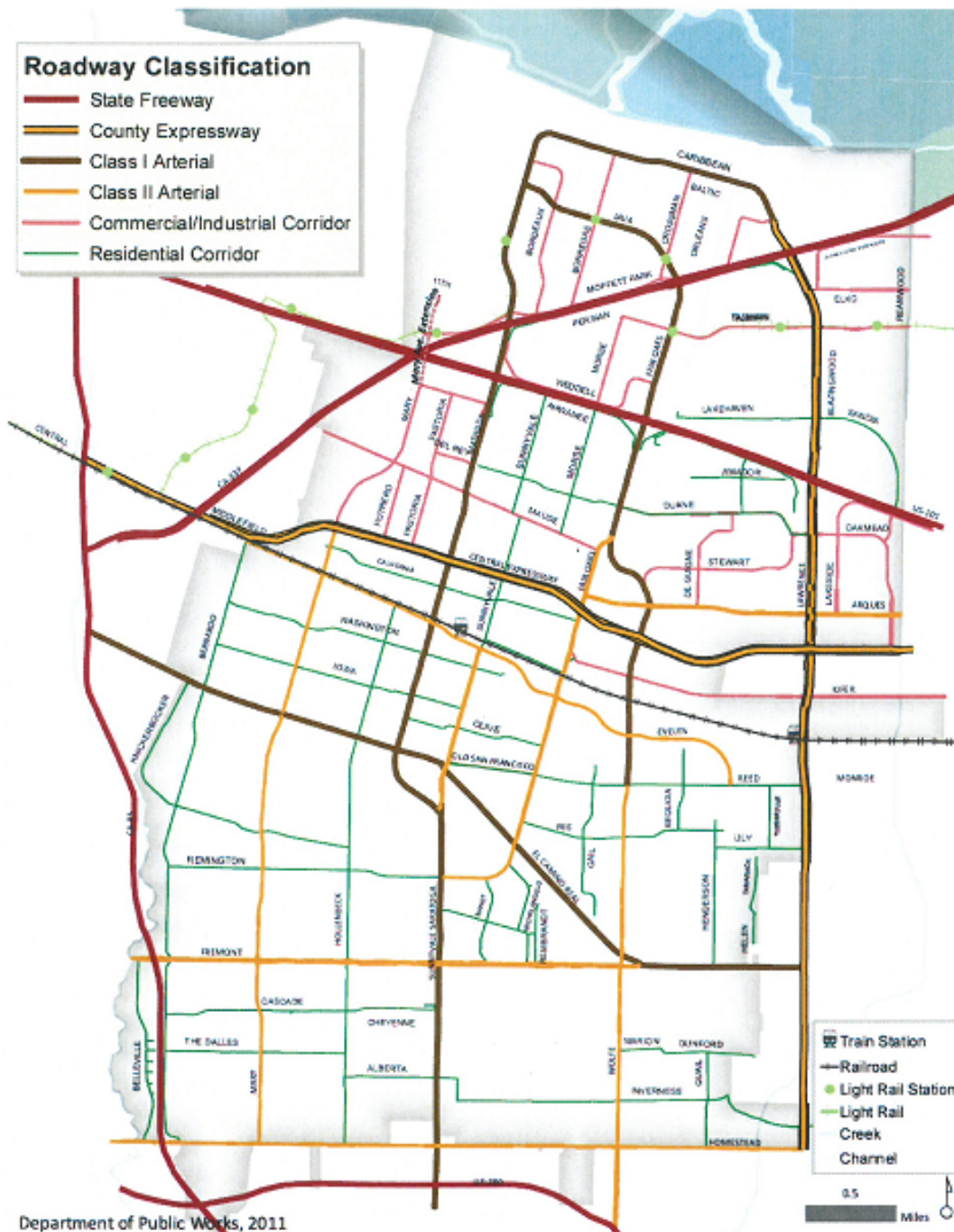


Figure 6: Roadway Classifications

**10.32.030. Through streets requiring arterial stops or yields at intersections therewith.**

(a) The following named streets presently or hereafter within the city limits are designated and declared to be through streets

or highways. At the entrance or entrances to such streets or highways, as herein indicated, the driver of any vehicle is required to stop or yield when signs are posted giving notice thereof, and to yield the right-of-way to other vehicles which have entered the intersection from the through street or highway or which are approaching so closely on the through street or highway as to constitute an immediate hazard. A driver shall continue to yield the right-of-way to such approaching vehicles until such time as the driver can proceed with reasonable safety.

(b) A driver having yielded may proceed, and the drivers of all other vehicles approaching the intersection on the through street or highway shall yield the right-of-way to the vehicle about to enter or cross the through street or highway.

(c) Exceptions to the following through street designations are any intersections controlled by traffic signals or multi-way stop signs.

Ahwanee Avenue from the east line of Mathilda Avenue to the east line of San Tomas Street.  
Alberta Avenue from the east line of Hollenbeck Avenue to the west line of Sunnyvale-Saratoga Road.

Almanor Avenue from the east line of Mary Avenue to the west line of Mathilda Avenue.  
Arques Avenue from the west line of Stowell Avenue to the west line of Lawrence Expressway.  
Bernardo Avenue from the southerly city limits to the south line of Evelyn Avenue, except at its intersections with Homestead Road.

Borregas Avenue from the north line of Maude Avenue to the south line of Caribbean Drive, except at its intersection with

Ahwanee Avenue, Weddell Drive, Persian Drive and Moffett Park Drive.

California Avenue from the east line of Mathilda Avenue to the west line of Fair Oaks Avenue.

California Avenue from the west line of Sobrante Way to the east line of Mary Avenue.

Caribbean Drive from the east line of Mathilda Avenue to the northwesterly line of Moffett Park Drive.

Commercial Street from the north line of Kifer Road to the south line of Arques Avenue, except at its intersection with

Central Expressway.

Crescent Avenue for its entire length.

Crossman Avenue from the north line of Moffett Park Drive to the south line of Caribbean Drive.

De Guigne Drive from the north line of Arques Avenue to the south line of Duane Avenue.

Duane Avenue from the east line of Fair Oaks Avenue to Lawrence Expressway.

El Camino Real from the westerly city limits to the easterly city limits.

Elko Drive from the east line of Lawrence Expressway to the easterly city limits.

Evelyn Avenue from the westerly city limits to the north line of Reed Avenue.

Fair Oaks Avenue from the north line of El Camino Real to the south line of Mountain View-Alviso Freeway.

Fremont Avenue from the westerly city limits to the east line of Eleanor Way.

Henderson Avenue from the north line of El Camino Real to the south line of Gardenia Way.

Hollenbeck Avenue from the north line of Homestead Road to the south line of El Camino Real.

Homestead Road from the westerly city limits to the west line of Lawrence Expressway.

Inverness Way from the east line of Bittern Drive to the west line of Lochinvar Avenue.

Iowa Avenue from the east line of Bernardo Avenue to the west line of Sunnyvale Avenue.

Java Drive from the east line of Mathilda Avenue to the north line of Mountain View-Alviso Freeway.

Kifer Road from the east line of Fair Oaks Avenue to the easterly city limits.

Knickerbocker Avenue from the south line of El Camino Real to the west line of Hollenbeck Avenue, except at its intersections with Bernardo Avenue.

Lawrence Expressway from the north line of Homestead Road to the south line of Elko Drive.  
Lawrence Station Road from the easterly line of Lawrence Expressway to the south line of Old Mountain View-Alviso Road,  
except at its intersection with Elko Drive and Kifer Road.  
Lily Avenue for its entire length except at its intersection with Henderson Avenue.  
Mary Avenue from the north line of Homestead Road to the south line of Almanor Avenue.  
Mathilda Avenue from the north line of Sunnyvale-Saratoga Road to the south line of Caribbean Drive.  
Maude Avenue from the east line of Mountain View-Alviso Road to the west line of Wolfe Road.  
Moffett Park Drive from the west line of Jagels Road to the west line of Caribbean Drive.  
Morse Avenue from the north line of Maude Avenue to the south line of Persian Drive except for its intersections with  
Ahwanee Avenue and Weddell Drive.  
Old Fair Oaks Way from the west line of Fair Oaks Avenue to the south line of Persian Drive.  
Old Mountain View-Alviso Road from the east line of Lawrence Station Road to the easterly city limits.  
Old San Francisco Road from the east line of Sunnyvale Avenue to the west line of Wolfe Road.  
Pastoria Avenue from the north line of El Camino Real to the south line of Evelyn Avenue.  
Persian Drive from the north line of Ross Drive to the west line of Lawrence Expressway.  
Reed Avenue from the east line of Wolfe Road to the west line of Lawrence Expressway.  
Remington Drive from the east line of Bernardo Avenue to the south line of El Camino Real.  
Santa Trinita Avenue from the north line of Arques Avenue to the south line of Stewart Drive.  
Santa Ynez Street from the west line of San Tomas Street to the north line of Duane Court.  
Stewart Drive from the east line of Wolfe Road to the south line of Duane Avenue.  
Sunnyvale Avenue from the north line of El Camino Real to the south line of Maude Avenue.  
Sunnyvale-Saratoga Road from the southerly city limits to the south line of El Camino Real.  
Tasman Drive from the east line of Morse Avenue to the easterly city limits.  
Washington Avenue from the westerly city limits to the west line of Bayview Avenue.  
Weddell Drive from the south line of Ross Drive to the most easterly terminus.  
Wolfe Road from the north line of Homestead Road to the east line of Fair Oaks Avenue.  
Wright Avenue from the north line of Pocatello Avenue to the south line of Fremont Avenue.  
(Ord. 2524-95 § 1 (part): Ord.  
2069-83 § 1; Ord. 2024-81 § 2; Ord. 1980-80 § 2; Ord. 1884-78 § 1; Ord. 1811-76 § 2; Ord.  
1807-76 § 1; Ord. 1745-74 § 3; Ord.  
1712-73 § 1; Ord. 1597-71 § 2; Ord. 1588-70 § 2; Ord. 1579-70 § 2; Ord. 1536-69 § 1 (part):  
prior code § 3-1.1-03).

In addition to these the designer should take into consideration the classification definitions per RP-8-00 – Section 2. Below are excerpts from this standard as applicable to our project:

**Major:** That part of the roadway system that serves as the principal network for through-traffic flow. The routes connect areas of principal traffic generation and important rural roadways leaving the city. These routes are often known as "arterials," "thoroughfares," or "preferentials." They are sometimes subdivided into primary and secondary; however, such distinctions are not necessary in roadway lighting.

**Collector:** Roadways servicing traffic between major and local streets. These are streets used mainly for traffic movements within residential, commercial and industrial areas. They do not handle long, through trips. Collector streets may be used for truck or bus movements and give direct service to abutting properties.

**Local:** Local streets are used primarily for direct access to residential, commercial, industrial, or other abutting property. They make up a large percentage of the total street system, but carry a small proportion of vehicular traffic.

#### *Pedestrian Conflict Area Classification Criteria*

Three pedestrian classification levels are used per RP-8-00. Below are the definitions taken from this standard and that are applicable to our project:

**High** - Areas with significant numbers of pedestrians expected to be on the sidewalks or crossing the streets during darkness. Examples are downtown retail areas, near theaters, concert halls, stadiums, and transit terminals.

**Medium** - Areas where lesser numbers of pedestrians utilize the streets at night. Typical are downtown office areas, blocks with libraries, apartments, neighborhood shopping, industrial, older city areas, and streets with transit lines.

**Low** - Areas with very low volumes of night pedestrian usage. These can occur in any of the cited roadway classifications but may be typified by suburban single family streets, very low density residential developments, and rural or semi-rural areas.

#### *Luminaire Classification and Distribution Type*

Use full cut off and Type II or Type III distribution depending on roadway width. For narrow roadways Type II could be sufficient to meet minimum standards.

*Light Loss Factor (LLF)*

LLF should be based on end of lamp life not mean lumen value. Use 0.79.

# Council Summary Worksheet



2019 Proposed Budget Issues - Thursday, March 7, 2019

| # | Title<br>Estimated Impact to the Budget /<br>Funding Source /<br>Staff Recommendation  | Council Action* |       |      |
|---|--|-----------------|-------|------|
|   |  | Refer           | Defer | Drop |
| 1 | <b>Update City Logo on Signs and Gateways</b><br>Ongoing cost: \$ -<br>One-time cost: \$856,000<br>Total (Associated Annual Operating Costs): \$856,000<br>Source: General Fund and appropriate enterprise funds<br>Staff Recommendation: Refer for consideration in Recommended Budget.   |                 |       |      |
| 2 | <b>Increase the Service Level Pertaining to City Advocacy in Sacramento and the Regional Area</b><br>Ongoing cost: \$262,490<br>One-time cost: \$70,000<br>Total (Associated Annual Operating Costs): \$332,490<br>Source: General Fund<br>Staff Recommendation: Refer for consideration in Recommended Budget.                        |                 |       |      |
| 3 | <b>Increase Community and Neighborhood Grant Funding</b><br>Ongoing cost: \$17,000<br>One-time cost: \$ -<br>Total (Associated Annual Operating Costs): \$17,000<br>Source: General Fund and Budget Stabilization Fund<br>Staff Recommendation: Refer for consideration in Recommended Budget.   |                 |       |      |
| 4 | <b>Increase the Planned Contribution to the City's Pension Trust Fund</b><br>Ongoing cost: \$1M to \$5M per year<br>One-time cost: \$ -<br>Total (Associated Annual Operating Costs): \$1M to \$5M per year<br>Source: Employee Benefits Internal Service Fund<br>Staff Recommendation: Refer for consideration in Recommended Budget. |                 |       |      |
|   |  |                 |       |      |
|   |  |                 |       |      |

\*Council actions: **Refer** for consideration in Recommended Budget, **defer** to future fiscal year, or **drop** budget issue.







# City of Sunnyvale

## Agenda Item

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19-0295

Agenda Date: 3/7/2019

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### BUDGET ISSUE SUMMARY FORM

#### **TITLE**

Update City Logo on Signs and Gateways

#### **BACKGROUND**

**Lead Department:** Department of Public Works

#### **Sponsor:**

Councilmembers: Melton, Goldman

#### **SCOPE OF ISSUE**

##### **What are the key elements of the issue? What precipitated it?**

At the January 15, 2019 City Council meeting, Vice Mayor Melton sponsored a budget issue to escalate the elimination of the old City logo from signs and brick gateway monuments on the major entrances into the City.

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

This concept is supported in the General Plan, Chapter 4 - Community Character.

**Is the budget issue a:** Project.

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

N/A

#### **FISCAL IMPACT**

##### **Projected cost (list rough annual cost of budget item):**

|   |           |
|---|-----------|
| Operating Issue (Annual Operating Costs, ongoing) | \$0       |
| Capital/Project (Project Cost, one-time)          | \$856,000 |
| Total   | \$856,000 |

##### **Recommended funding source:**

Other: General fund and appropriate enterprise funds.

##### **Please describe recommended funding source:**

Funding for sign replacement will come from the appropriate fund. The majority of the expense will be in the General Fund, but signs for golf, water, sewer, and solid waste facilities will also require replacement and be funded from those funds as appropriate.

**STAFF RECOMMENDATION**

**Position:** Refer budget issue for consideration in Recommended Budget.

**Position Impact:** None. Contractor and existing staff would fabricate and install signs.

**Explanation:** The City has approximately 2300 signs with logos.

There are approximately 207 signs associated with traffic signals at major intersections, which would cost nearly \$500,000 to replace. These are intended to be replaced with new signs that would not include the logo.

The City currently has two gateway signs at El Camino Real and Knickerbocker and South Sunnyvale-Saratoga Road north of Homestead. These two signs have a brass city logo and the replacement cost would be approximately \$6,000 (\$3,000 per sign).

There are 22 parks with a variety of signs to be replaced at each location, estimated at \$350,000 in replacement cost. In addition, there are signs at facilities operated by the City owned utility enterprises (e.g., the signs at the SMaRT Station) and the Golf Courses that will require replacement.

All City limit signs have recently been replaced, as well as the majority of decals on vehicles and equipment.

Staff intended to replace City logo signs over time, as they are ready for replacement. If Council would like to authorize additional funds to replace all signs on an accelerated schedule, the total for fabrication and installation is estimated at \$856,000.

Reviewed By: Chip Taylor, Director, Public Works  
Reviewed by: Timothy J. Kirby, Director of Finance  
Reviewed by: Teri Silva, Assistant City Manager  
Approved by: Kent Steffens, City Manager



# City of Sunnyvale

## Agenda Item

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**19-0264**

**Agenda Date: 3/7/2019**

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### **BUDGET ISSUE SUMMARY FORM**

#### **TITLE**

Increase the Service Level Pertaining to City Advocacy in Sacramento and the Regional Area

#### **BACKGROUND**

**Lead Department:** Office of the City Manager

**Support Department:** Office of the City Attorney

#### **Sponsor:**

Councilmembers: Melton, Klein, Smith

#### **SCOPE OF ISSUE**

##### **What are the key elements of the issue? What precipitated it?**

Proactive participation in the federal and state legislative process is becoming more imperative for municipal governments. Especially as new federal and state laws and regulations threaten to remove local authority, 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 resources and lobbying power. The City Council has expressed interest in increasing the level of service of the Intergovernmental Program, to include advocacy services that would proactively anticipate, track, respond and effectively influence state, and regional laws and policies.

The Budget Issue would consider various lobbying platforms and strategies to proactively advocate the City's identified priorities and strategies. Since Sunnyvale is mostly impacted by state legislation and initiatives, the City would draft an RFP for lobbying services for state representation. Services may include identifying state legislation that may have an impact to Sunnyvale, develop positions on relevant legislation, lobby for the City's position on legislation or regulatory matters, among other duties.

An increase in service level would also require adding staff resources exclusively dedicated to managing advocacy efforts. Initial assessment of staff resources would be one additional full-time management position.

##### **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 issue a: Project and Operating**

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

Increasing the level of service for advocacy efforts would require additional staff support including one full-time Assistant to the City Manager position. Additionally, \$70,000 is recommended to fund consultant services for advocacy for five years, at which point this need would be re-evaluated.

### **FISCAL IMPACT**

**Projected cost (list rough annual cost of budget item):**

|   |           |
|---|-----------|
| Operating Issue (Annual Operating Costs, ongoing) | \$262,490 |
| Capital/Project (Project Cost, one-time)          | \$70,000  |
| Total (Associated Annual Operating Costs)         | \$332,490 |

**Recommended funding source:**

Funded in the General Fund and allocated out to other funds dependent on advocacy priorities.

**Please describe recommended funding source:**

General Fund

### **STAFF RECOMMENDATION**

**Position:** Refer budget issue for consideration in Recommended Budget.

**Position Impact:** More research would be needed to confirm appropriate lobbying service level through RFP process.

**Explanation:** Staff recommends the Budget Issue be considered in the Recommended Budget, the City has many policies and processes in place that support a proactive advocacy effort. Listed below are some of the polices that support this effort:

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

Reviewed By: Lupita Alamos, Senior Management Analyst, Office of the City Manager

Reviewed by: Timothy J. Kirby, Director of Finance

Reviewed by: Teri Silva, Assistant City Manager

Approved by: Kent Steffens, City Manager



# City of Sunnyvale

## Agenda Item

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19-0337

Agenda Date: 3/7/2019

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### BUDGET ISSUE SUMMARY FORM

#### **TITLE**

Increase Community and Neighborhood Grant Funding

#### **BACKGROUND**

**Lead Department:** Library and Community Services

#### **Sponsor:**

Councilmembers: Melton, Fong

#### **SCOPE OF ISSUE**

##### **What are the key elements of the issue? What precipitated it?**

Each year, the City of Sunnyvale allocates funding to support community events and neighborhood groups through two programs: the Community Events Grant Program (CEGP) and the Neighborhood Grant Program (NGP) based on funding recommendations from the Community Event and Neighborhood Grant Distribution Subcommittee (Subcommittee).

The Subcommittee consists of three members of the City Council charged with conducting an annual grant review process that includes: 1) A review of the annual allocation and application process; 2) recommendation of any changes as appropriate to the full City Council for approval; 3) review of grant application submittals; and 4) presentation of recommended funding levels to the full City Council for final approval.

The Subcommittee's recommendations for grant distribution are based on budgeted amounts of \$10,500 in Community Grants and \$6,500 in Neighborhood Grants. This budget issue would double that allocation, providing \$21,000 in Community Grants and \$13,000 in Neighborhood Grants.

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

These programs support the following Council Policies:

##### **Council Policy 7.2.1, Community Engagement - Goals and Policies**

Goal B: Achieve a community in which all community members can be actively involved in shaping the quality of life and participate in local community and government activities.

Goal C: Create a strong, positive community identity, rich in cultural diversity.

##### **Council Policy 7.2.18, Special Events - Goal D: Community Event Program**

**Is the budget issue a:** Operating Budget Issue

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

This change would either allow for more Community and Neighborhood Grants to be awarded or award larger grants for larger events.

**FISCAL IMPACT**

**Projected cost (list rough annual cost of budget item):**

|   |          |
|---|----------|
| Operating Issue (Annual Operating Costs, ongoing) | \$17,000 |
| Capital/Project (Project Cost, one-time)          | \$0      |
| Total (Associated Annual Operating Costs)         | \$17,000 |

**Recommended funding source:**

General Fund Budget Stabilization Fund

**Please describe recommended funding source:**

Funding would be provided from the General Fund, Budget Stabilization Fund, the General Fund's primary discretionary reserve.

**STAFF RECOMMENDATION**

**Position:** Refer budget issue for consideration in Recommended Budget

**Position Impact:** None

**Explanation:** Increasing funding to these programs will increase support to the community through support of neighborhood and community events.

Reviewed By: Cynthia Bojorquez, Director of Library and Community Services

Reviewed by: Timothy J. Kirby, Director of Finance

Reviewed by: Teri Silva, Assistant City Manager

Approved by: Kent Steffens, City Manager



# City of Sunnyvale

## Agenda Item

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19-0344

Agenda Date: 3/7/2019

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### BUDGET ISSUE SUMMARY FORM

#### **TITLE**

Increase the Planned Contribution to the City's Pension Trust Fund

#### **BACKGROUND**

**Lead Department:** Department of Finance

#### **Sponsor:**

Councilmembers: Melton, Goldman, Fong

#### **SCOPE OF ISSUE**

##### **What are the key elements of the issue? What precipitated it?**

The City of Sunnyvale provides pension benefits to eligible employees through the California Public Employees' Retirement System (CalPERS). Pensions are funded through a combination of contributions from both employees and the City, with a majority of the cost being paid by the City.

Over the past ten years, the City's required payments to CalPERS for pensions have increased dramatically. These increases have been caused by a variety of factors that include investment losses at CalPERS, benefit enhancements by the City made in the mid-2000s, and strategies by CalPERS to stabilize the agency's ability to ensure future benefits are funded.

On May 8, 2018, the City Council established a Pension Trust Fund as part of a multifaceted funding strategy to address pension costs. As part of the FY 2018/19 Budget, the City Council adopted contributions of \$1 million per year for ten years to the Pension Trust Fund. This issue would increase that contribution and recommend a funding source for the increased contribution.

Increasing contributions to the trust is part the City's strategy to mitigate known increases in pension costs. Trust contributions may not yield as high a return as contributing directly to CalPERS, however they do allow the city to retain control of the funds, increasing strategic flexibility.

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

This issue supports the City's Fiscal policies, specifically Reserve Policy E.2.7. - Rate Uncertainty Reserves will be funded for those employee benefits expenditures exhibiting high volatility or significant increases. The reserves will ensure adequate funding while minimizing the effect on the funding of other City operations.

**Is the budget issue a:** Operating

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

This issue would result in the payoff of long-term pension liabilities sooner than currently planned, or reduce future pension payments as funds are withdrawn from the trust to pay annual PERS contributions.

### **FISCAL IMPACT**

**Projected cost (list rough annual cost of budget item):**

|   |                       |
|---|-----------------------|
| Operating Issue (Annual Operating Costs, ongoing) | \$1M to \$5M per year |
| Capital/Project (Project Cost, one-time)          | N/A                   |
| Total (Associated Annual Operating Costs)         | \$1M to \$5M per year |

**Recommended funding source:**

All operating funds through contributions to the Employee Benefits Internal Service Fund.

**Please describe recommended funding source:**

Pension costs are associated with personnel; therefore, all funds that have personnel related expenditures, specifically pensionable compensation, would contribute to the funding of additional payments to the Pension Trust Fund.

### **STAFF RECOMMENDATION**

**Position:** Refer budget issue for consideration in Recommended Budget.

**Position Impact:** Staff will consider the impact of additional contributions to the Pension Trust Fund along with other citywide priorities.

**Explanation:** Staff recommends referral to the recommended budget. As part of the normal budget development, staff considers funding strategies for long-term pension costs and makes recommendations annually to Council.

Reviewed by: Timothy J. Kirby, Director of Finance

Reviewed by: Teri Silva, Assistant City Manager

Approved by: Kent Steffens, City Manager