

City Council Proposed 2020 Study and Budget Issues



Sunnyvale

Public Hearing

Tuesday, January 14, 2020, 7 p.m.

Study and Budget Issues Workshop

Thursday, February 27, 2020, 8:30 a.m.



City of Sunnyvale

Notice and Agenda City Council

Thursday, February 27, 2020

8:30 AM

Council Chambers, City Hall
456 W. Olive Ave., Sunnyvale, CA 94086

Special Meeting: Study Issues and Budget Issues Workshop - 8:30 AM

CALL TO ORDER

Call to Order in the Council Chambers (Open to the Public)

SALUTE TO THE FLAG

ROLL CALL

ORAL COMMUNICATIONS

This category provides an opportunity for members of the public to address the City Council on items not listed on the agenda and is limited to 15 minutes (may be extended or continued after the public hearings/general business section of the agenda at the discretion of the Mayor) with a maximum of up to three minutes per speaker. Please note the Brown Act (Open Meeting Law) does not allow the Council to take action on an item not listed on the agenda. If you wish to address the Council, please complete a speaker card and give it to the City Clerk. Individuals are limited to one appearance during this section. NOTE: The Public Hearing for the proposed 2020 Study and Budget Issues was held on January 14, 2020.

INTRODUCTION BY THE CITY MANAGER

OVERVIEW OF THE STUDY/BUDGET ISSUES PROCESS

REVIEW, DISCUSSION AND PRIORITY SETTING: STUDY/BUDGET ISSUES

20-0116 Study/Budget Issues Workshop

CLOSING REMARKS

AVAILABILITY OF RANKING/NEXT STEPS

ADJOURNMENT**NOTICE TO THE PUBLIC**

The agenda reports to council (RTCs) may be viewed on the City's website at sunnyvale.ca.gov after 7 p.m. on Thursdays or at the Sunnyvale Public Library, 665 W. Olive Ave. as of Fridays prior to Tuesday City Council meetings. Any agenda related writings or documents distributed to members of the City of Sunnyvale City Council regarding any open session item on this agenda will be made available for public inspection in the Office of the City Clerk located at 603 All America Way, Sunnyvale, California during normal business hours and in the Council Chamber on the evening of the Council Meeting, pursuant to Government Code §54957.5. Please contact the Office of the City Clerk at (408) 730-7483 for specific questions regarding the agenda.


PLEASE TAKE NOTICE that if you file a lawsuit challenging any final decision on any public hearing item listed in this agenda, the issues in the lawsuit may be limited to the issues which were raised at the public hearing or presented in writing to the Office of the City Clerk at or before the public hearing. PLEASE TAKE FURTHER NOTICE that Code of Civil Procedure section 1094.6 imposes a 90-day deadline for the filing of any lawsuit challenging final action on an agenda item which is subject to Code of Civil Procedure 1094.5.

Pursuant to the Americans with Disabilities Act, if you need special assistance in this meeting, please contact the Office of the City Clerk at (408) 730-7483. Notification of 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. (28 CFR 35.160 (b) (1))



Sunnyvale

Memorandum

Date: 2/13/2020
To: Honorable Mayor and Members of the City Council
From: Kent Steffens, City Manager 
Subject: Council Study/Budget Issues Workshop

Overview

The purpose of the workshop is to identify study issue priorities for the 2020 calendar year and review budget issues for the coming fiscal year. The study issues process provides a method for identifying, prioritizing and analyzing policy issues in an efficient and effective way. It also provides a structured approach for addressing the large number of policy issues that are raised and considered by Council, while being mindful of resources and organizational bandwidth to conduct the studies.

Fiscal Overview

During the Study/Budget Issues Workshop, staff will be presenting Council an overview of the City's fiscal outlook and current conditions to inform the Study/Budget Issues prioritization process. Following Council's determination of study issue priorities, the City Manager will advise Council of staff's capacity for completing ranked issues. Any budget issues recommended for inclusion, or any prioritized study issues that require funds to initiate a study, will be presented for Council consideration as part of the FY 2020/21 budget.

Context for Decision Making

To help guide Council decision-making, the following is the list of Policy Priorities established and confirmed by Council at its Strategic Session on February 7, 2020:

- Civic Center Campus Modernization
- Ability of Infrastructure to Support Development and Traffic
- Open Space Acquisition Planning: Future of Golf Courses
- Downtown Sunnyvale
- Improved Processes and Services through the Use of Technology
- Accelerating Climate Action

During Council's Strategic Session, staff provided an update on the many projects and initiatives underway that directly support each of the above-mentioned policy priorities and ultimately support the vision for Sunnyvale. As Council reviews the proposed study issues, special attention should be given to their alignment with operational and policy priorities, as well as the fiscal impact against other ongoing services.



Memorandum

Study Issues

Included in the 2020 study issue workplan process are 34 proposed study issues and 2 budget issues, of which staff supports ranking 13. The staff recommendation is still pending on issues being drafted by staff, identified below. It is important to note that “support” indicates that the study issue is a valid policy area, timely, and aligned with City interests. Given the current workload and resource constraints, while staff may “support” a study issue, it does not imply that there are sufficient resources to take on 13 new study/budget issues. The Staff Recommendation section of each study issue paper is drafted at the point in time when the issue was sponsored. The section indicates whether staff feels the policy issue should be considered by Council when ranked for priority, deferred to the next year, dropped from further consideration, or whether staff has no recommendation on the matter.

Not included in this packet are the following Study/Budget issues that are currently being drafted by staff:

- DPW 20-15: Cricket Stadium at Baylands Park
- Budget Issue 1: Bike Rack Installation Program in Commercial Areas
- Budget Issue 2: Add Ten New Public Safety Officer Positions to the Department of Public Safety Operating Budget to be Implemented over a Four-Year Period

Once finalized, these will be posted on the [Study Issues Webpage](#) and distributed to Council as a packet supplement prior to the Study/Budget Issues Workshop.

The 2019 Study Issues Workplan includes a total of 28 study issues, eight of which were continued from previous years. Since the 2019 workshop, eight study issues have been completed and another 10 are targeted to be completed by the spring of 2020. Of the remaining 10, all but two are scheduled to be completed by the end of 2020. Included in this packet is an update on each active study issue in the 2019 Study Issue Workplan, including estimated completion dates. Staff turnover has been a factor impacting completion of study issues. As with last year, the organization continues a significant amount of staff transition. Between retirements and separations, the City experienced approximately 12% turnover rate, many of which were key leadership positions. As of January 2020, 11% of staff positions are vacant. Capacity to complete remaining study issues will limit the number of new studies that can be completed in 2020.

Study Issues Ranking Process

During the Study Issues Workshop, Council will be asked to review potential study issues by department following the steps suggested below:

1. Council may ask questions or clarification on any study issue submitted.
2. Before ranking, issues may be combined, dropped or deferred from ranking consideration by majority vote of Council.
3. Council will discuss remaining study issues and rank for priority consideration.



Memorandum

Council is encouraged to drop rather than defer proposed study issues when a strong interest does not exist. During the Council's deliberations of study issues, Council is encouraged to consider its priorities within the context of approved Strategic Policy Priorities and staff capacity needed to complete ongoing projects and deliver core services.

When drafting study issue papers throughout the year, the scope of the study is based on the details provided during the formal action to sponsor the study. Sometimes the scope as presented may not fully capture the intention of the sponsoring body. Any proposed changes to the scope of any issue paper should be made during a publicly noticed meeting, such as the Study/Budget Issues Workshop and will need to be approved by the Council. If a significant departure from the original scope is made, City staff may request the opportunity to amend its response and/or fiscal impacts.

Study Issues with a Fiscal Impact

One of the roles of the City administration is to evaluate and present the potential fiscal impacts of a study, including costs to study the item and costs to implement study findings and recommendations. When developing study issue papers, staff evaluates the level of complexity that will be required to complete a thorough, professional examination of the study issue and any effect this examination may have on existing workload and service level responsibilities.

The Fiscal Impact section of each paper also identifies if additional dollars (above current budgeting) will be necessary and how they are proposed to be used. Any non-budgeted costs to complete a study will require appropriation and consideration within our limited funds. As previously noted, any prioritized study that requires funds to initiate a study will be presented for Council's consideration within the FY 2020/21 Recommended Projects and the Update to Operating Budgets.

Study Issues Proposed for Initiation in 2020

On March 31, staff will present a Report to Council identifying the study issues that can be initiated in 2020, consistent with Council's priority order and within departmental resource constraints. Once approved by Council, the study issue presentation dates will be added to the Tentative Council Meeting Agenda Calendar.



2020 Study Issues Workshop Boards and Commissions Rankings

Board/Commission (Abbreviation)	Meeting Date to Rank SIs	Count of SIs to Rank
Arts Commission (AC)	Wednesday, January 15, 2020	1
Bicycle and Pedestrian Advisory Commission (BPAC)	Thursday, January 16, 2020	7
Board of Building Code Appeals (BBCA)		0
Board of Library Trustees (BLT)		0
Heritage Preservation Commission (HPC)	Wednesday, January 8, 2020	3
Housing and Human Services Commission (HHSC)	Wednesday, January 22, 2020	2
Parks and Recreation Commission (PRC)	Wednesday, January 8, 2020	5
Personnel Board (PB)		0
Planning Commission (PC)	Monday, January 27, 2020	12
Sustainability Commission (SC)	Tuesday, January 21, 2020	8

List of Study Issues with Rankings by B/Cs

*Study Issues with an asterisk can not be dropped (2019 Deferred or Below the Line items).

Number	Title		Sponsor	AC	BPAC	BLT	HPC	HHSC	PRC	PC	SC
CDD 17-08	Evaluation of the Residential Single-Story Combining District Process	*	PC							3	
CDD 18-02	Update and Review of the Heritage Resource Inventory	*	HPC				1				
CDD 18-07 (formerly DPS 17-01)	Regulation of Marijuana Cultivation in the City of Sunnyvale for Research and Development	*	Griffith, Martin-Milius							Defer	
CDD 18-09	Require Installation of Solar Energy Systems on New Buildings	*	Goldman, Melton							Defer	Drop
CDD 19-03	Incentivize Construction of Accessory Dwelling Units by Reducing Development Standards		PC							Drop	
CDD 19-04	Update to the Historical Context Statement to Include Historical Contributions Made by Asian Americans and Other Minority Groups	*	HPC				2				
CDD 19-06	Programs to Encourage Visitation to Heritage and Landmark Resources	*	HPC				3				
CDD 19-07	Develop Citywide Guidelines or Criteria for Allowing Reduced Parking for Development Projects and for Future Conversions of Parking to Other Uses		PC		Defer					Defer	
CDD 19-08	Consider New Requirements or Policies to Reduce Greenhouse Gas Emissions from new Development Projects	*	SC							Defer	Drop
CDD 19-09	Evaluate the Feasibility of Requiring New Non-Residential Development Projects to Meet Specific Energy Performance Measures to Reduce Greenhouse Gas Emissions	*	SC							Defer	Drop
CDD 19-10	Adopt Personal Transportation Vehicle (PTV) Parking Standards	*	BPAC		3					Defer	
CDD 19-11	Promote Workforce Housing Opportunities for City Employees and Sunnyvale School Teachers		PC					Defer		Drop	



2020 Study Issues Workshop Boards and Commissions Rankings

List of Study Issues with Rankings by B/Cs

***Study Issues with an asterisk can not be dropped (2019 Deferred or Below the Line items).**

Number	Title		Sponsor	AC	BPAC	BLT	HPC	HHSC	PRC	PC	SC
CDD-20-01	Updates to the Single-Family Home Design Techniques Document		PC							1	
CDD 20-02	Develop Landscape Design Standards for Development Projects		PC							2	
CDD 20-03	Consideration of a Local Hire Ordinance for Development Projects on City Owned Land		HHSC					1			
DPW 19-11	Exterior Lighting Dark Sky Ordinance and Standards	*	Goldman, Melton, Fong, Klein, Smith								
DPW 20-01	Reducing the City of Sunnyvale's Fossil Fuel Infrastructure and Equipment		SC								4
DPW 20-02	Improve Bicycle and Pedestrian Access at Sunnyvale Caltrain Station		BPAC		1						
DPW 20-03	Waste Reduction Initiative in Sunnyvale Parks		PRC						4		
DPW 20-05	Evelyn Avenue Multi-Use Trail and Bikeway Study		BPAC		2						
DPW 20-08	Create a New City Board and Commission or Staff Advisory Committee Focused on Mobility Issues, Especially Commutes Into and Out of the City		SC								3
DPW 20-09	Subsidized Public Transit		SC								2
DPW 20-11	Evaluate Feasibility of Dog Off-leash Hours in Select Sunnyvale Parks		PRC						1		
ESD 17-01	Eliminate the Use of Chemical Pesticides on City Owned or Leased Property	*	SC						2		1
ESD 19-02	Encourage Adoption of Electric Vehicles	*	SC							To be ranked on 2/24/20	Drop



2020 Study Issues Workshop Boards and Commissions Rankings

List of Study Issues with Rankings by B/Cs

*Study Issues with an asterisk can not be dropped (2019 Deferred or Below the Line items).

Number	Title		Sponsor	AC	BPAC	BLT	HPC	HHSC	PRC	PC	SC
FIN 19-02	Charter Amendment to Allow Best Value Selection when Contracting for Public Works Projects	*	Melton, Smith, Klein								
ITD 20-01	Establish a Formal Smart Cities Initiative and Potential Program		Fong, Goldman, Klein								
LCS 20-01	Include Diverse Groups of People in the Art Creation Process		AC	1							
LCS 20-02	Evaluate the Feasibility of Sunnyvale Library and Community Services Hosting an Annual Halloween Pet Parade		PRC						5		
LCS 20-03	Assessment of Needs for Additional /Expanded Outdoor Sports Programs and Facilities		PRC						4		

List of Study Issues Proposed by City Council After Scheduled B/C Rankings

Number	Title										
OCM 20-01	Service Worker Retention Ordinance										
DPW 20-12	Roadway Safety at El Camino Real and Poplar Ave										
DPW 20-13	Lighting of Current and Future City Owned Dog Parks										

List of Study Issues Deferred by B/Cs

Number	Title										
CDD- 20-04	Encourage Decarbonization Readiness During Electrical Upgrades			SC							Defer

List of Study Issues Dropped by B/Cs

Number	Title										
DPW 20-04	El Camino Real Protected Bikeways			BPAC		Drop					
DPW 20-06	Create Safer Streets by Narrowing Travel Lanes			BPAC		Drop					
DPW 20-07	Personal Transportation Vehicles (PTV) Usage on City Streets, Sidewalks and Bike Lanes			BPAC		Drop					

2020 Study/Budget Issues Workshop
Summary Worksheet: Study Issues Proposed for Council Consideration

Version: 2/11/2020

#	Title	Required Staff Effort	Cost of Study	Cost to Implement*	B/C Rank	Dept. Rank
CDD 17-08	Evaluation of the Residential Single-Story Combining District Process	Moderate	\$ 30,000	Unknown	PC-3	Drop
CDD 18-02	Update and Review of the Heritage Resource Inventory	Moderate	\$ 250,000	Unknown	HPC-1	4
CDD 18-07 (formerly DPS 17-01)	Regulation of Marijuana Cultivation in the City of Sunnyvale for Research and Development	Moderate	\$ -	Unknown	PC-Defer	Drop
CDD 18-09	Require Installation of Solar Energy Systems on New Buildings	Moderate	\$ -	Minimal	PC/SC-Defer	Drop
CDD 19-03	Incentivize Construction of Accessory Dwelling Units by Reducing Development Standards	Moderate	\$ -	Unknown	PC-Drop	Drop
CDD 19-04	Update to the Historical Context Statement to Include Historical Contributions Made by Asian Americans and Other Minority Groups	Minor	\$ 25,000	Minimal	HPC-2	2
CDD 19-06	Programs to Encourage Visitation to Heritage and Landmark Resources	Minor	\$ 25,000	Unknown	HPC-3	3
CDD 19-07	Develop Citywide Guidelines or Criteria for Allowing Reduced Parking for Development Projects and for Future Conversions of Parking to Other Uses	Moderate	\$ 100,000	Unknown	BPAC/PC-Defer	Defer
CDD 19-08	Consider New Requirements or Policies to Reduce Greenhouse Gas Emissions from new Development Projects	Moderate	\$ 100,000	Unknown	SC-Defer PC-Drop	Drop
CDD 19-09	Evaluate the Feasibility of Requiring New Non-Residential Development Projects to Meet Specific Energy Performance Measures to Reduce Greenhouse Gas Emissions	Major	\$ 125,000	Unknown	SC-Defer PC-Drop	Drop
CDD 19-10	Adopt Personal Transportation Vehicle (PTV) Parking Standards	Major	\$ 100,000	Unknown	Defer	Drop
CDD 19-11	Promote Workforce Housing Opportunities for City Employees and Sunnyvale School Teachers	Moderate	\$ 60,000	Unknown	HHSC-Defer PC-Drop	Drop
CDD 20-01	Updates to the Single-Family Home Design Techniques Document	Moderate	\$ 100,000	Minimal	PC-1	1
CDD 20-02	Develop Landscape Design Standards for Development Projects	Moderate	\$ 50,000	Minimal	PC-2	Defer
CDD 20-03	Consideration of a Local Hire Ordinance for Development Projects on City Owned Land	Moderate	\$ 75,000	Unknown	HHSC-1	Drop
CDD 20-04	Encourage Decarbonization Readiness During Electrical Upgrades	Moderate	\$ -	Unknown	SC-Defer	Drop

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



2020 Study Issues Workshop
Status Report: Continuing and Completed Study Issues
Community Development

CDD

Continuing Study Issues

Number	Study Issue and Status
CDD 11-02	Downtown Development Policies for Parking <i>Draft Study completed. Public hearings with the Planning Commission and City Council to be presented concurrent with the Downtown Specific Plan with final recommendations anticipated for April 2020.</i>
CDD 14-09	Comprehensive Update of the Precise Plan for El Camino Real <i>Staff is reviewing portions of the Administrative Draft of EIR (ADEIR); complete ADEIR is scheduled to be submitted to staff in February. City Council has previously provided feedback on plan policies, vision statement, development standards, etc., which are being incorporated into the Draft Specific Plan and staff will present some new concepts to the Council in February at the Strategic Planning Workshop. Staff anticipates the Draft Specific Plan and EIR will be released for public review and comment in the Spring and public hearings in the Summer 2020.</i>
CDD 16-14	Exploring Options for Establishment of a Plaque Program for Heritage Resources <i>The presentation date to Council for this study is March 31, 2020.</i>
CDD 17-09	2017 Housing Strategy <i>A Council Study Session was held on February 4, 2020. A public draft of the Housing Strategy will be available in March and final consideration by the City Council is slated for late April 2020. To review all outreach materials and data collected, visit the Housing page on the City's website.</i>
CDD 19-01	Evaluation of Right-To-Lease Ordinance <i>TBD - pending Housing Strategy final recommendations (CDD 17-09) in March 2020.</i>
CDD 19-05	Update to the Heritage Resource Inventory to Include Potential Resources Associated with Technological Innovation <i>Formal funding approved in June 2019. Kick off of this Study Issue will likely commence in Summer 2020 and will take approximately one year to complete. Consultant will be hired with supplemental funding.</i>

Completed Study Issues

Number	Study Issue	Date Completed
CDD 14-10	Update to the Murphy Avenue Design Guidelines	7/30/2019



City of Sunnyvale

Agenda Item

20-0122

Agenda Date: 2/27/2020

2020 COUNCIL STUDY ISSUE

NUMBER

CDD 17-08

TITLE Evaluation of the Residential Single-Story Combining District Process

BACKGROUND

Lead Department: Community Development

Support Departments: Office of the City Manager

Office of the City Attorney

Sponsor(s): Planning Commission

History: 1 year ago: Deferred by Council

2 years ago: Ranked, Below the Line

SCOPE OF THE STUDY

What precipitated this Study?

From 2000 (when the Residential Single-Story Combining District (SSCD) regulations were adopted) to 2015, three single-family neighborhoods had applied and had been re-zoned to create a SSCD; however, from 2015 to present, 13 applications have been filed requesting re-zoning to the SSCD. Additionally, the latest applications presented to the Planning Commission have included opposition from a few neighbors within the neighborhood subject to the re-zoning. Due to the number of SSCD rezoning applications in recent years and after hearing comments made by the public at a study session, the Planning Commission has forwarded this Study to examine the process and to better define what factors should be considered as part of determining "in the public interest." The Planning Commission is also interested in the application submittals and general process for these applications. There have also been requests to analyze the effect of single-story re-zonings on the citywide housing stock and property values.

In 2017, in reviewing recent SSCD applications, City Council has discussed whether changes to the current 20 property minimum are warranted. In addition, there have been questions about how properties could be added or removed from a SSCD. No rezoning requests have been made in the last year.

What are the key elements of the Study?

The SSCD was created in 2000 to allow for the preservation and maintenance of single-family neighborhoods that are predominately single-story. In 2005, the City Council reviewed the standards for creating a SSCD, and reduced the required 67% participation of affected property owners to 55%, and removed the 7-year sunset provision.

In the past several years, several applications have been filed for re-zoning single-family neighborhoods to incorporate the SSCD into the zoning designation. Some of the more recent

applications have included affected residents and neighbors opposed to the re-zoning request. There are numerous community members supportive and opposed to the second story limitations of the SSCD.

This Study would look at the application requirements and the process for considering the SSCD as well as the overall effect of the rezoning (beyond excluding second stories). Issues that would be considered include ensuring the completeness and accuracy of information owners receive prior to considering participation in an application, the effects of re-zoning on property values, how to add or remove properties from existing SSCDs, and the findings necessary to adopt the SSCD.

Some of the issues are operational concerns that staff can implement without a study issue. One such operation includes an independent verification by the City of interest in the SSCD. Other issues raised through the applications considered to date include the following:

- Summary and information on the existing SSCD neighborhoods;
- Defining acceptable neighborhood boundaries;
- Consideration of potential modification of the minimum property requirement (20 homes) to file an application for a SSCD;
- Clarify requirements to add properties to or remove properties from a SSCD;
- Consider limitations on neighborhoods based on lot size or subject to certain development standards;
- Determining the appropriate fees;
- Impacts on property values SSCD;
- Review of other cities' practices; and
- If a sunset date would be appropriate for SSCD and/or the requirement of renewal of the district over time.

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:	\$30,000
Funding Source:	Will seek budget supplement

Non-budgeted cost would include a consultant to determine the effect of a SSCD on property values. If this element was not included in the study, no additional budget would be required.

Cost to Implement Study Results

Unknown.

EXPECTED PARTICIPATION IN THE PROCESS

Council-Approved Work Plan: No

Council Study Session: No

Reviewed by Boards/Commissions: Planning Commission

STAFF RECOMMENDATION

Drop. This policy issue does not merit discussion at the 2020 Study Issues Workshop.

To address process concerns voiced by the City Council, Planning Commission, and residents, staff adjusted the administrative process and outreach materials in 2017 (e.g., request that property owners confirm their interest or opposition to the re-zoning request after the outreach meeting and prior to scheduling the Planning Commission and City Council public hearings). Staff finds that these administrative changes have largely addressed the processing concerns. The Study could address questions about minimum size of neighborhood, clarify how sites could be added or removed from a single-story combining district, and further clarify the definition of “logical boundaries.”

Applications for this form of zoning have slowed since the issue was originally raised (the last application was received in August 2017), which may suggest that clarifying the regulations is no longer a priority.

Prepared by: Trudi Ryan, Director, Community Development

Reviewed by: Teri Silva, Assistant City Manager

Approved by: Kent Steffens, City Manager



City of Sunnyvale

Agenda Item

20-0123

Agenda Date: 2/27/2020

2020 COUNCIL STUDY ISSUE

NUMBER

CDD 18-02

TITLE Update and Review of the Heritage Resource Inventory

BACKGROUND

Lead Department: Community Development

Support Departments: Office of the City Manager

Office of the City Attorney

Sponsor(s): Heritage Preservation Commission

History: 1 year ago: Ranked, Budget Modification not approved.

2 years ago: Deferred by Council

SCOPE OF THE STUDY

What precipitated this Study?

The Heritage Preservation Commission identified a need to reexamine the City's current Heritage Resource Inventory (Inventory) and explore whether additional properties, including non-residential development, should qualify based on adopted criteria for nomination.

The Inventory was created in 1979 and has been updated periodically. The most recent comprehensive study in 2007 included a citywide survey for consideration of new neighborhood districts and individual heritage resources. Two neighborhoods and five properties were identified and further evaluated in 2009; however, none of these properties and neighborhoods were ultimately added to the Inventory. Over the years, through requests by individual property owners, several properties have been approved for removal from the list, once further study determined that they did not meet or were determined to no longer meet the City's standards for heritage designation.

What are the key elements of the Study?

Similar to previous Inventory updates, the Study would identify potential properties for nomination both by visually surveying the City, and by conducting research to identify locations where prominent members of Sunnyvale's history lived or where significant local historic events may have taken place. Outreach meetings would be conducted with affected and/or interested property owners and business owners. The Study would also examine the current list and the appropriateness of the specific designations.

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

A consultant would conduct a survey of residential and non-residential developments and help evaluate individual properties for nomination to the City's Heritage Resource inventory.

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: No

Reviewed by Boards/Commissions: Heritage Preservation Commission

STAFF RECOMMENDATION

Support. This policy issue merits discussion at the 2020 Study Issues Workshop.

The last citywide survey was conducted 10 years ago. An updated comprehensive study would be needed to further examine the condition of properties within the existing Inventory as well as identify new residential and non-residential properties that could be nominated. Although ranked as important, this Study Issue essentially fell below the line in 2019 when funding was not approved during the FY 2018/19 budget process. With the continual increase of redevelopment and evolving architectural design within the City, staff recognizes that an updated comprehensive survey of the existing building inventory is needed to help determine whether adequate preservation measures are in place and to identify new residential and non-residential properties that could be nominated. This Study is supported by the General Plan Community Character Chapter and its goal and policies to enhance, preserve and protect Sunnyvale's heritage.

Prepared by: George Schroeder, Senior Planner, Community Development

Reviewed by: Trudi Ryan, Director, Community Development

Reviewed by: Teri Silva, Assistant City Manager

Approved by: Kent Steffens, City Manager



City of Sunnyvale

Agenda Item

20-0124

Agenda Date: 2/27/2020

2020 COUNCIL STUDY ISSUE

NUMBER

CDD 18-07 (formerly DPS 17-01)

TITLE Regulation of Marijuana Cultivation in the City of Sunnyvale for Research and Development

BACKGROUND

Lead Department: Community Development

Support Department(s): Office of the City Manager
Office of the City Attorney
Public Safety

Sponsor(s): Councilmembers: Griffith, Martin-Milius

History: 1 year ago: Deferred by Council
2 years ago: Ranked, Below the Line (Priority C)

SCOPE OF THE STUDY

What precipitated this Study?

The Study issue initially arose out of discussion during the April 12, 2016 Council meeting regarding maintaining the prohibition on all medical and commercial marijuana activities within the City, and subsequent amendments in early 2017 to align the City's ordinance with the requirements of the Adult Use of Marijuana Act, approved by the voters in November 2016 to legalize adult use of marijuana in California. Under the Adult Use of Marijuana Act, local jurisdictions maintain discretion to prohibit or regulate marijuana businesses and marijuana cultivation that exceeds the standard for personal cultivation (six plants per residence). A local agricultural tech company that manufactures high efficiency plant growth machines requested that the Council adopt an exemption to the City's prohibition on commercial marijuana cultivation for research and development (R&D) purposes.

What are the key elements of the Study?

The Study would examine possible revisions to the current Sunnyvale Municipal Code (SMC) regulations in Title 9 (Public Peace, Safety or Welfare) and Title 19 (Zoning). Currently, the SMC prohibits all commercial marijuana cultivation and business activity. This Study Issue would explore a limited exception to that prohibition to allow commercial cultivation of marijuana for research and development purposes. Such an exception would require changes to the Zoning Code to provide standards and regulations for a new land use permit allowing cultivation of marijuana for research and development only.

A state license for marijuana cultivation is required for any business wishing to cultivate marijuana. However, the state only issues licenses to the extent consistent with local law. The City's current prohibition on commercial marijuana activity therefore precludes issuance of a state license for cultivation. However, if the City creates an exception in the SMC to allow commercial R&D cultivation, that use would also be subject to and aligned with the state licensing requirements.

The City has developed land use regulations and permits for unique uses in the past and could do so for commercial R&D marijuana cultivation. To do so, the City Council will need to make policy decisions on many issues, including but not limited to (1) defining marijuana cultivation for “research and development,” (2) potential limits on cultivation (for example, allowable zones, number of businesses, and/or number of plants per business), (3) conditions the City might require for such uses, such as safety, security, and environmental factors, and (4) the appropriate permit process.

Planned Completion Year: 1 year

FISCAL IMPACT

Cost to Conduct Study

Level of staff effort required (opportunity cost): Moderate

Amount of funding above current budget required: \$0

Cost to Implement Study Results

Unknown. Study would include assessment of potential costs.

Potential costs may include operating costs related to staff response for permitting and enforcement, and public safety impacts and costs.

EXPECTED PARTICIPATION IN THE PROCESS

Council-approved work plan: No

Council Study Session: No

Reviewed by Boards/Commissions: Planning Commission

STAFF RECOMMENDATION

Position: Drop.

Staff recommends dropping this Study Issue. This Issue was deferred due to concerns that it is still relatively unknown what safety risks may be involved with this type of use and that having such information would inform the study. No additional information is available on these risks. In the meantime, the company who raised this as a potential Study (nor any other businesses) has not contacted staff about continued interest.

Prepared by: Trudi Ryan, Director, Community Development

Reviewed by: Phan S. Ngo, Chief, Public Safety

Reviewed by: Teri Silva, Assistant City Manager

Approved by: Kent Steffens, City Manager



City of Sunnyvale

Agenda Item

20-0125

Agenda Date: 2/27/2020

2020 COUNCIL STUDY ISSUE

NUMBER

CDD 18-09

TITLE Require Installation of Solar Energy Systems on New Buildings

BACKGROUND

Lead Department: Community Development

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

Sponsor(s): Councilmembers: Goldman, Melton

History: 1 year ago: Deferred by Council
2 years ago: Deferred by Council

SCOPE OF THE STUDY

What precipitated this Study?

This Study Issue was sponsored by the City Council on December 12, 2017. The topic was suggested by two members of the public during oral communications. There are several groups and individuals in Sunnyvale who are advocating acceleration of “green building” and renewable energy solutions for the City.

What are the key elements of the Study?

Solar energy systems are frequently installed on new and existing residential and commercial structures/properties. The California Building Code currently requires that new buildings be “solar ready” (every new building must have dedicated roof space for installation of solar panels). Beginning in 2020, the Building Code will require rooftop solar on most new residences and major home renovations under 3 stories. Several jurisdictions in California have already adopted local requirements for solar energy systems on new structures. Each jurisdiction’s requirements vary greatly on what must be installed, and to which development types (residential vs. commercial) the requirements apply.

In the last several years, the City has approved several new industrial development projects with requirements for installation of solar energy systems; however, these were approved on a project-by-project basis. Staff also regularly approves permits for solar energy systems on new and existing single-family residential structures when property owners voluntarily request these permits. The City also allows a maximum shading of 10% of the sum of all the rooftops of buildings adjacent to new development projects (over two stories) to assure that the neighboring property still has sufficient access to sunlight, to install viable solar energy systems on the rooftops of those structures.

The study on whether the City should require solar energy systems on new structures may include:

- Evaluation of the different types of solar energy systems;
- Review of what other jurisdictions require or incentivize;
- Consideration of cost impacts to the property owners of different types of new development (e.g., single-family homeowners, commercial and office developers);
- Evaluation of which buildings have a requirement for actual installation of solar panels;
- Safety implications and requirements for installation of solar energy systems on new structures; and
- Other benefits and/or impacts of requiring solar energy systems to be installed on new buildings.

Estimated years to complete study: 1-2 years

FISCAL IMPACT

Cost to Conduct Study

Level of staff effort required (opportunity cost): Moderate
Funding Required for Non-Budgeted Costs: \$0

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: No

Reviewed by Boards/Commissions: Sustainability Commission and Planning Commission

STAFF RECOMMENDATION

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

The City has adopted the new state Building Code requirements for residential solar as part of the 2019 Building Code updates. These requirements went into effect on January 1, 2020 and mandate solar on new residential developments.

Additionally, one of the Building Division's near-term moves from the City's adopted Climate Action Playbook will be to study mandatory solar on non-residential structures. Therefore, this Study will be completed as part of the Climate Action Playbook and does not need to be a separate study issue.

Prepared by: Trudi Ryan, Director, Community Development

Reviewed by: Teri Silva, Assistant City Manager

Approved by: Kent Steffens, City Manager



City of Sunnyvale

Agenda Item

20-0134

Agenda Date: 2/27/2020

2020 COUNCIL STUDY ISSUE

NUMBER

CDD 19-03

TITLE Incentivize Construction of Accessory Dwelling Units by Reducing Development Standards

BACKGROUND

Lead Department: Community Development Department

Support Departments: Office of the City Manager

Office of the City Attorney

Sponsor(s): Planning Commission

History: 1 year ago: Deferred by Planning Commission

2 years ago: N/A

SCOPE OF THE STUDY

What precipitated this Study?

While the City has reduced and/or eliminated many development standards in the last few years to promote the construction of accessory dwelling units (ADU) on single-family parcels, the Planning Commission is interested in exploring additional reductions/modifications to further incentivize this type of housing.

What are the key elements of the Study?

This Study would evaluate existing development standards to determine if certain thresholds could be reduced, modified, or eliminated to further incentivize the construction of ADUs. The Study could include analysis of the following development standards:

- Elimination of the minimum lot size threshold for allowing an ADU on a property with an R-0 or R-1 zoning designation;
- Evaluation on whether the Planning Commission review thresholds should be increased to allow staff review of projects that include a new ADU, instead of review through a public hearing. The current standard is for Planning Commission review if a single-family home (with or without an ADU) exceeds 45% FAR or 3,600 sq. ft. (whichever is less);
- Reductions in fees associated with building a new ADU;
- Removal of the maximum ADU size threshold for new construction ADUs;
- Evaluate additional reductions or elimination of development standards in conjunction with an ADU that is deed restricted for rental to qualified low or very low income renters; and
- Review of other ADU thresholds to determine if modifications should be considered to further incentivize this housing type.

Estimated years to complete Study: 1-2 years

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

Cost to Implement Study Results

Unknown. Study would include assessment of potential costs, including capital and operating, as well as revenue/savings. If fee reductions are considered, there may be a requirement for General Fund revenues to compensate Enterprise funds.

EXPECTED CITY COUNCIL, BOARD OR COMMISSION PARTICIPATION

Council-Approved Work Plan: No

Council Study Session: No

Reviewed by Boards/Commissions: Planning Commission

STAFF RECOMMENDATION

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

The City continues to amend the Sunnyvale Municipal Code yearly to maintain consistency with State law related to ADUs. The most recent update, effective in December 2019, has significantly increased the ability for property owners to build ADU's on their properties and allows most of the key elements that would have been considered with this study (e.g., elimination of minimum lot sizes, reduced setbacks and parking requirements, reduction in fees, etc.). Therefore, staff is recommending this Study be dropped from the 2020 Study Issues.

Prepared by: Trudi Ryan, Director, Community Development

Reviewed by: Teri Silva, Assistant City Manager

Approved by: Kent Steffens, City Manager



City of Sunnyvale

Agenda Item

20-0121

Agenda Date: 2/27/2020

2020 COUNCIL STUDY ISSUE

NUMBER

CDD 19-04

TITLE Update to the Historical Context Statement to Include Historical Contributions Made by Asian Americans and Other Minority Groups

BACKGROUND

Lead Department: Community Development

Support Departments: Office of the City Manager

Office of the City Attorney

Sponsor(s): Heritage Preservation Commission

History: 1 year ago: Ranked, Below the Line

2 years ago: N/A

SCOPE OF THE STUDY

What precipitated this Study?

The City Council adopted the Historical Context Statement in 2012, which provides a framework for setting goals, policies and action statements that direct the City's heritage preservation program. The Historical Context Statement documents different aspects of the historical development of Sunnyvale, such as land use patterns, important events, and architecture. In addition, prominent figures who have contributed to Sunnyvale's history are included, such as the early Native Americans, Spanish-Mexican settlers, European farmers, and Japanese and Chinese laborers and farmworkers.

The Heritage Preservation Commission identified the need for an update to the Historic Context Statement to include more thorough information about Asian Americans and other minority groups. An updated document could help to inform the Council on potential heritage and landmark resources that are not currently designated for preservation.

What are the key elements of the Study?

The Study would expand on the current Historical Context Statement with more detailed information on contributions made by Asian Americans and other minority groups to Sunnyvale's rich and diverse history. Research may include a review of existing publications not already referenced in the current Historical Context Statement, meeting with the Sunnyvale Heritage Park Museum staff, and visits to local libraries.

Estimated years to complete study: 1 year

FISCAL IMPACT

Cost to Conduct Study

Level of staff effort required (opportunity cost):	Minor
Funding Required for Non-Budgeted Costs:	\$25,000
Funding Source:	Will seek budget supplement

A historical consultant would be hired, who would also have access to additional information that may not be readily available to City staff.

Cost to Implement Study Results

Minimal cost expected to implement.

EXPECTED CITY COUNCIL, BOARD OR COMMISSION PARTICIPATION

Council-Approved Work Plan: No

Council Study Session: No

Reviewed by Boards/Commissions: Heritage Preservation Commission

STAFF RECOMMENDATION

Support. This policy issue merits discussion at the 2020 Study Issues Workshop.

Staff acknowledges that this additional research would provide an opportunity to further recognize the various achievements of a continually growing diverse community and could inform future decisions related to designation of heritage and landmark resources.

Prepared by: George Schroeder, Senior Planner

Reviewed by: Trudi Ryan, Director, Community Development

Reviewed by: Teri Silva, Assistant City Manager

Approved by: Kent Steffens, City Manager

Attachments

1. Link to Historical Context Statement

ATTACHMENT 1

Link to the City of Sunnyvale's Context Statement:

<https://sunnyvale.ca.gov/civicax/filebank/blobdload.aspx?BlobID=26672>



City of Sunnyvale

Agenda Item

20-0126

Agenda Date: 2/27/2020

2020 COUNCIL STUDY ISSUE

NUMBER

CDD 19-06

TITLE Programs to Encourage Visitation to Heritage and Landmark Resources

BACKGROUND

Lead Department: Community Development

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

Sponsor(s): Heritage Preservation Commission

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

SCOPE OF THE STUDY

What precipitated this Study?

The City has approximately 57 structures listed on the Heritage Resources Inventory, as well as a few neighborhoods and several trees. Attachment 1 contains a list of these Heritage Resources and a description of Local Landmarks. The Sunnyvale Bicycle and Pedestrian Advisory Committee sponsored a map created in the 1990s for a self-guided bike tour of resources (Attachment 2), plus some of the exhibits in the Heritage Park Museum include information and pictures of some of these resources. The Heritage Preservation Commission has expressed interest in exploring additional programs to encourage visitation to these resources to educate the community about the City's history.

The following General Plan goal supports the study:

Goal CC-6 KNOWLEDGE OF SUNNYVALE'S HERITAGE. Promote knowledge of, and appreciation for, Sunnyvale's heritage and encourage broad community participation in heritage programs and projects.

What are the key elements of the Study?

Several initial steps would be undertaken including: a survey of other cities to find examples of city-sponsored programs that encourage visitation to heritage resources; interviews with Heritage Park Museum staff; and, discussion with multiple City departments with a relationship to the existing Heritage Preservation programs. The Study would include research of similar efforts by other cities and outreach to various community and business groups. An evaluation of the costs to develop and maintain these programs would be completed. Staff would also conduct outreach to property owners of heritage resources to determine if they are interested in having their property included in a program.

Estimated years to complete study: 1 year

FISCAL IMPACT

Cost to Conduct Study

Level of staff effort required (opportunity cost):	Minor
Funding Required for Non-Budgeted Costs:	\$25,000
Funding Source:	General Fund

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: No

Reviewed by Boards/Commissions: Heritage Preservation Commission

STAFF RECOMMENDATION

Support. This policy issue merits discussion at the 2020 Study Issues Workshop.

Staff considers the concept worthy of study, and it would be beneficial to increase community awareness of the City's heritage resources, as supported by the General Plan's Community Character Chapter and its goal to promote knowledge of Sunnyvale's history.

Prepared by: George Schroeder, Senior Planner, Community Development

Reviewed by: Trudi Ryan, Director, Community Development

Reviewed by: Teri Silva, Assistant City Manager

Approved by: Kent Steffens, City Manager

Attachments

1. Heritage Resources Inventory and Local Landmarks
2. Heritage Bicycle Tour Map



CITY OF SUNNYVALE

HERITAGE RESOURCES INVENTORY

HERITAGE RESOURCES

Sunnyvale's original Heritage Resources Inventory was adopted in 1979, recognizing properties which have architectural or historic significance. Since that time, the City has added over twenty additional Heritage Resources (adoption date in parentheses). Major exterior changes or demolitions must be approved by the Heritage Preservation Commission through a Resource Alteration Permit. For more information, please contact the Planning Division.

BAYVIEW AVENUE 252 S. Bayview BORREGAS AVENUE 655 Borregas (3/22/83) CHARLES STREET 297 Charles COOLIDGE AVENUE 802 Coolidge CRESCENT AVENUE Crescent Avenue Streetscape 148 Crescent 156 Crescent 434 Crescent 448 Crescent FLORA VISTA AVENUE 321 Flora Vista (8/21/90) FRANCES STREET Frances Street Streetscape (400-500 Blocks) 432 S. Frances 454 S. Frances 464 S. Frances 471 S. Frances 498 S. Frances 500 S. Frances 505 S. Frances 575 S. Frances 580 S. Frances GALLOWAY COURT 1409 Galloway	MARY AVENUE 113 S. Mary (2/24/81) MATHILDA AVENUE 221 N. Mathilda 235 S. Mathilda MCKINLEY AVENUE 322 E. McKinley (9/11/84) 384 E. McKinley (8/21/90) 398 E. McKinley (8/21/90) MORSE AVENUE 635 Morse (1/15/85) MURPHY AVENUE Murphy Avenue Streetscape (400-500 Blocks) 161 N. Murphy 445 S. Murphy 519 S. Murphy 523-525 S. Murphy 529 S. Murphy 533-535 S. Murphy 585 S. Murphy 591 S. Murphy OAK COURT 6 Oak Court Oak Court - Hendy Ironworks Lamppost (6/30/87) PASTORIA AVENUE 274 S. Pastoria (moved from Mary/Central Ex.) RAMON DRIVE 1358 Ramon (moved from 1535 Sunnyvale-Saratoga Rd.)	RANERE COURT 1029 Ranere (7/28/81) REMINGTON DRIVE 550 E. Remington - Bianchi Barn (2003) SARA AVENUE 325 Sara (10/4/83) SUNNYVALE AVENUE N. Sunnyvale Avenue Streetscape (100 Block) 184 N. Sunnyvale 229 N. Sunnyvale 506 S. Sunnyvale (1/12/82) 525 S. Sunnyvale (1/12/82) SUNNYVALE-SARATOGA ROAD 1039 Sunnyvale-Saratoga Sunnyvale-Saratoga/Fremont (Fremont High School) TAAFFE STREET Taaffe Streetscape (500 Block) 571 S. Taaffe WASHINGTON AVENUE 306 E. Washington 368 E. Washington (3/22/83) 384 E. Washington (8/24/82) 388 E. Washington (8/24/82) 480 E. Washington WAVERLY STREET 225 Waverly 279 Waverly 381 Waverly WRIGHT AVENUE 1325 Wright
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HERITAGE TREES

The following trees are listed in Sunnyvale's Heritage Resources Inventory. Removal of a Heritage Tree must be approved by the Heritage Preservation Commission. For more information, please contact the Planning Division.

BERNARDO AVENUE 1650 S. Bernardo <i>Coast Live Oak</i> CALGARY DRIVE 1748 Calgary Drive <i>Coast Live Oak</i> CALIFORNIA AVENUE 130 E. California (Site of Murphy Homestead) <i>Palm Trees</i> DARTSHIRE WAY 814 Dartshire <i>Dawn Redwood</i> FREMONT AVENUE 871 E. Fremont (Former Butcher's Corner) 3 <i>Coast Live Oak</i> and 1 <i>Valley Oak</i> HENDY AVENUE 501 E. Hendy <i>American Chestnut</i>	HENDY AVENUE 501 E. Hendy <i>American Chestnut</i> HOLLENBECK AVENUE 880-882 Hollenbeck (Bocks Ranch) <i>Sycamores</i> IVES TERRACE <i>Valley Oak</i> MANZANITA AVENUE 755 Manzanita <i>Coast Redwood</i> PASTORIA AVENUE 467 S. Pastoria <i>Coast Redwood</i> PICASSO TERRACE 674 Picasso <i>Coast Live Oaks</i>	REMINGTON DRIVE 550 E. Remington (Community Center) <i>California Live Oak</i> SHERATON DRIVE 696 Sheraton Drive <i>Coast Live Oak</i> SUNNYVALE AVENUE 545 S. Sunnyvale <i>Monkey Puzzle</i> TOWN CENTER LANE 2502 Town Center Lane (Town Center Trees) <i>Variety Tree Grove</i> TIFFANY COURT 679 Tiffany Court <i>Coast Live Oak</i>
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RESOURCES AND TREES REMOVED FROM THE INVENTORY

The following structures and trees have been removed since the inception of the inventory. Removal date of structures is indicated in parentheses. Properties removed since 2004 have undergone special review by the Heritage Preservation Commission.

ALBERTA AVENUE 666 Alberta (Not Available) BAYVIEW AVENUE 305 S. Bayview (8/21//90) CALIFORNIA AVENUE 444 California (Libby's) (1998) CASCADE DRIVE 1043 Cascade (1994) CHARLES STREET 335 Charles (2018)* CRESCENT AVENUE 120 Crescent (1984) 125 Crescent (1981) 138 Crescent (1984) 410 Crescent (1982) 418 Crescent (1982) 428 Crescent (2002) 454 Crescent (1999) EL CAMINO REAL 140 W. El Camino Real (Olson)(1999) 870 E. El Camino Real (Butcher Farmhouse)(1980) 1111 W. El Camino Real <i>Valley Oak</i>	EVELYN AVENUE 185 E. Evelyn (1986) 394 E. Evelyn (Sunnyvale/Ryan Hotel)(2006)* FAIR OAKS AVENUE 182 Fair Oaks (Cal Cannery) (1986) FLORA VISTA AVENUE 329 Flora Vista (2010) FLORENCE AVENUE 353 Florence (1998) 373 Florence (1999) FRANCES STREET 479 Frances (1994) FREMONT AVENUE 534 W. Fremont (1980) HEATHERSTONE AVENUE 960 Heatherstone <i>Casa Delmas Magnolia</i> MACARA AVENUE 437 Macara (Evulich House (1984)	MATHILDA AVENUE 212 N. Mathilda (1990) 562 S. Mathilda (2018)* MAUDE AVENUE 333 W. Maude (1980) MCKINLEY AVENUE 435 E. McKinley (2018)* 437-439 E. McKinley (1998) 693 W. McKinley (2009)* MORSE AVENUE 316 Morse (2017)* MURPHY AVENUE 461 S. Murphy (2005)* 529 S. Murphy <i>California Black Walnut</i> OLD SAN FRANCISCO ROAD 585 Old San Francisco (2005)* SUNNYVALE AVENUE 102 S. Sunnyvale (Brandt Building) (1983) 199 N. Sunnyvale (2005)* SUNNYVALE-SARATOGA ROAD 1545 Sunnyvale-Saratoga (1992)
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* Removed by determination of the Heritage Preservation Commission



CITY OF SUNNYVALE

LOCAL LANDMARKS

Sunnyvale's Local Landmarks were adopted in 1979, recognizing properties and trees which are particularly important reminders of the community's heritage. Since that time, the City has added additional landmark properties. Major exterior changes must be approved by the Heritage Preservation Commission through a Landmark Alteration Permit. For more information, please contact the Planning Division.

BRIGGS-STELLING HOUSE 822 Springfield Terrace

Originally constructed in the 1870's for George H. Briggs and extensively reconstructed in the 1920's for the Henry S. Stelling family, the mansion recounts the history of Sunnyvale. Briggs was one of the earliest pioneers who came from Boston in 1854. Stelling, the son of one of San Jose's first orchardists, grew pears and award winning cherries. Under his wife's care, the gardens surrounding the mansion became a showcase.

COLLINS-SCOTT WINERY 775 Cascade Drive

Built in 1881 by the Collins brothers, the Collins-Scott Winery is the oldest brick building in Sunnyvale. In 1889 a private railroad was built on the property and more than 300 gallons of wine were shipped daily. In 1927 all of the buildings except the brick distillery were destroyed by fire. In 1965 the present owners, the Duane Heinlen family, remodeled the structure as it stands today.

DEL MONTE BUILDING 114 S. Murphy Avenue

Built in 1904 by the Madison & Bonner packing Company, the building was used for processing dried fruit from nearby orchards. Cannery mergers in 1916 formed the California Packing Corporation now known as "Del Monte." From 1930 to 1986 the building was used for seed processing and research. In 1993, the building was moved to the northeast corner of the 100 block of S. Murphy Avenue (the Murphy Station Heritage Landmark District) to avoid demolition. The building has since been renovated for commercial use.

HENDY IRON WORKS (Northrop Grumman) 501 E. Hendy Avenue

Constructed in 1906, Hendy Iron Works was an industrial pioneer in Sunnyvale. Originally producing equipment for mining gold and silver, the Company supplied Marine Engines in both World War I and World War II. In continuous operation from 1906 to 1946, the company was purchased by Westinghouse Electric in 1947. The water tower stored Sunnyvale's emergency water supply in the early 1900's.

LIBBY WATER TOWER 460 W. California Avenue

McNeill & Libby opened in 1907 and by 1922 became the world's largest cannery. The original tower supplied water to the cannery and its workers and was replaced in 1965 by the present structure.

505 S. MURPHY AVENUE

The residence was built in 1939 by the Homer Pfeiffer family and remained in the family until it was sold in the mid-1980's. It is an excellent example of the Tudor Revival style as applied to the suburban house and embodies distinctive characteristics of homes constructed during this period of architecture.

**MURPHY STATION
LANDMARK DISTRICT**
100 Block of South Murphy
Avenue

"Murphy Station" was established when Martin Murphy Jr., a California Pioneer, granted the railroad the right- of-way through his land in 1864. The stop saw the arrival and departure of important dignitaries who visited Murphy's Bayview Ranch, a focal point of political and social activity in the Santa Clara Valley.

In 1898 William Crossman, a real estate developer, purchased 200 acres from Murphy and named the town Encinal, "Place where the live oak grows." The first post office and general store were built on this street near the site of Murphy Station. The town was renamed Sunnyvale in 1901 and incorporated in 1912. The railroad and industrial buildings ran east and west and the business district ran north and south, providing the base from which Sunnyvale grew. The 100 block of South Murphy Avenue is the original downtown commercial district. Most of the structures were built between 1900 and 1940.

SPALDING HOUSE
1385 Ramon Drive

Built in the early 1920's by C.C. Spalding, the mansion served as his family residence. Spalding was the first treasurer of the City of Sunnyvale and is best remembered for his contributions to the development of Murphy Avenue. He organized and established the Bank of Sunnyvale in 1906 and later became a State Legislator.

STOWELL HOUSE
901 Sunnyvale/Saratoga
Road

The Stowell House is so named because until 1999, when Dolly Stowell died, it had been the family residence of Sunnyvale pioneer Charles Stowell and his descendents. Stowell bought the home from F. C. Fry in 1899, who had built the home circa 1890. Stowell and his brother-in-law Charles Spaulding were prominent businessmen in the community. They built the S & S building on the corner of Murphy Avenue and Washington Avenue. They also were involved in the construction of several other prominent buildings, including the First Baptist Church and the U.S. Post Office.

VARGAS REDWOOD TREES
1004 Carson Drive

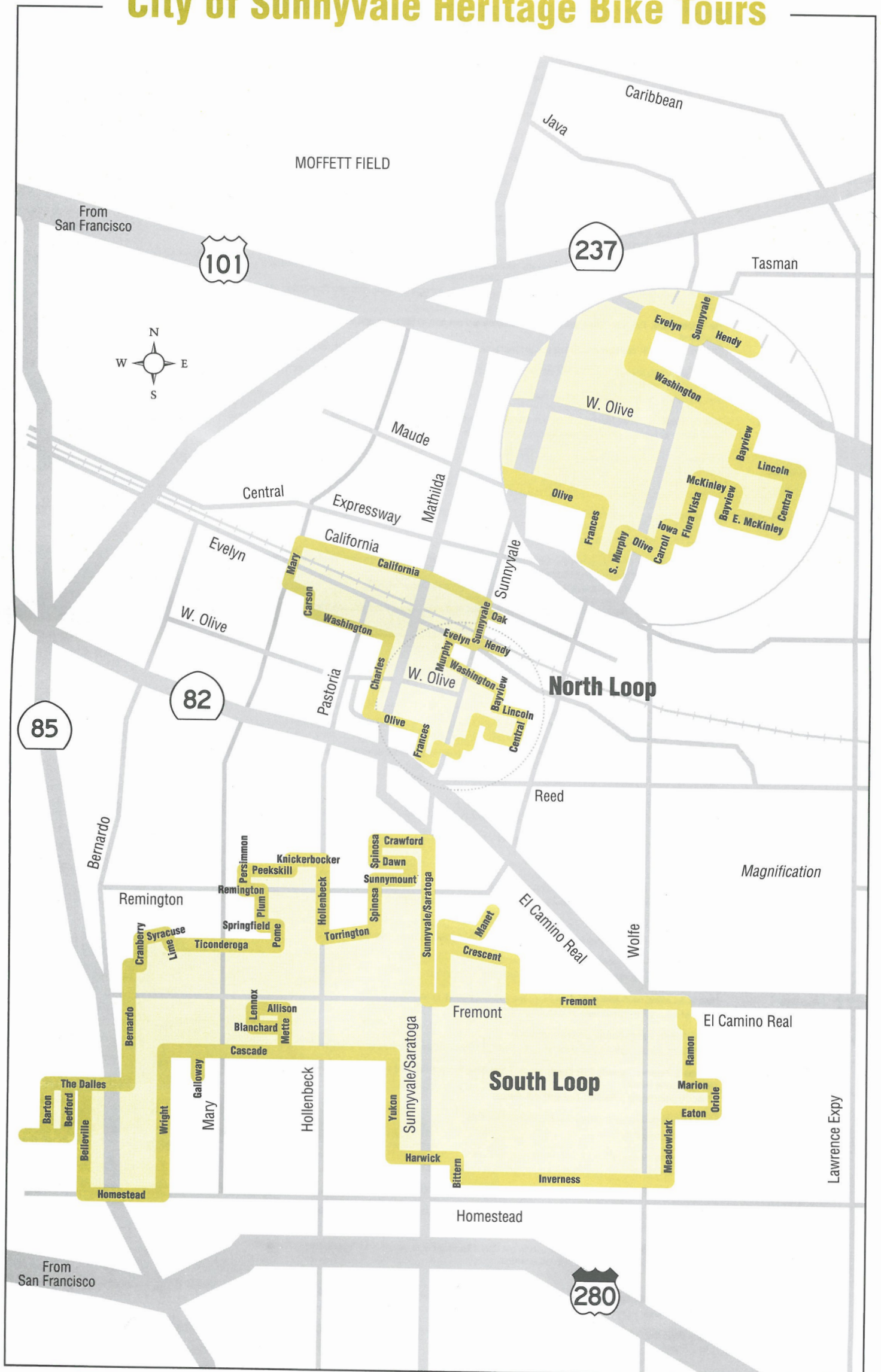
These Coast Redwoods were planted in 1900 by Manuel Vargas, "Mr. Sunnyvale." The saplings were gathered during a family outing to Pescadero, and planted at the entrance to the Vargas family home.

WRIGHT RANCH
1234 Cranberry Avenue

Originally part of a 320 acre ranch, this is Sunnyvale's oldest remaining ranch house. It was built circa 1870 by William Wright, a 49'er who left the gold fields to raise grain and stock.

Self-Guided Bicycle Tours

City of Sunnyvale Heritage Bike Tours



City of Sunnyvale Heritage Bicycle Tours

South Loop — 13.9 miles

Address	Directions and Description	Date of Landmark	Segment Mileage	Total Mileage
Community Center — OPHIE	Manet at Remington. Site of the Orchard Heritage Park Interpretive Exhibit (OHPiE). The ten-acre apricot orchard is owned by the city and cared for by Charlie Olson. Look at the fountains and art at the Community Center. <i>South on Manet to Crescent, take left, continue on Crescent bike crossing to make a right on Rembrandt then left on Fremont Ave. to make a right on Eleanor and a left onto Ramon.</i>		0.0	0.0
			1.1	1.1
1385 Ramon	Spalding House. This home was built on Sunnyvale Ave. in 1916 and moved to its present location in the 1980's. Mr. Spalding was the first treasurer of Sunnyvale and later a state legislator. With Charles Stowell, he developed the Murphy Ave. business district and established the Bank of Sunnyvale. <i>Keep South on Ramon turning left onto Marion, the right onto Oriole, right onto Eaton, left onto Meadowlark Lane, right onto Inverness, right onto Bittern, left onto Harwich, which crossing Saratoga/Sunnyvale turns into Alberta, right onto Yukon.</i>	1916		
775 Cascade	Collins-Scott Winery. It is the oldest brick building in Sunnyvale. At one time there was a private railroad on the property which shipped 300 gallons of wine daily. <i>Continue West on Cascade, right onto Mette, left onto Blanchard, right onto Lennox.</i>	1881	0.6	4.7
1970's Era Eichler mini-loop	These are example of the last Eichlers to be built in Sunnyvale. They are much bigger than those of the 1950's. <i>Right onto Allison Way, right back onto Mette, and then right onto Cascade going West, left onto Galloway Court.</i>	Early 1970's	0.7	5.4
1409 Galloway Court	This house was originally built in bungalow style and has been tastefully expanded more than once. <i>Left onto Cascade, left onto Wright Ave., right onto Homestead Road, right onto Belleville Way, left onto The Dalles Ave., left onto Bedford, right onto Barton.</i>	1911	2.1	7.5
Stevens Creek Tree Canopy	This section of virgin trees was ignored by the early settlers and has never been disturbed. Access is behind West Valley Elementary School, which contains a bridge access across Stevens Creek over to Los Altos. <i>North on Barton, right onto The Dalles, take the bicycle bridge across 85, left onto Bernardo, right onto Ticonderoga, left onto Cranberry.</i>		1.1	8.6
1234 Cranberry Avenue	The Wright House. This is the oldest ranch house in Sunnyvale and was built by William Wright, who was a 49'er. It is now being refurbished. <i>Take Cranberry North, take right onto Syracuse, right onto Lime, left onto Ticonderoga, left onto Pome, left on Springfield Terrace.</i>	1870	0.9	9.5
1175 Pome Ave. (visible only from Springfield Terrace)	The Briggs-Stelling House. This home was built in the 1870's and reconstructed in the 1920's. Briggs was an early pioneer who came to Sunnyvale in 1854. <i>Turn left onto Pome, left onto Plum, left onto Remington, right onto Persimmon, right onto Peekskill, right onto Ranere Court.</i>	1870's	1.0	11.4
1029 Ranier Court	Caviglia Ranch. Built in the Spanish Eclectic Revival style with iron grills and balconies,. James Caviglia owned 30 acres of cherries. <i>Make right onto Peekskill, make right onto Knickerbocker, right onto Hollenbeck, right onto Torrington Drive.</i>	1934	1.0	11.4
1950-60's Eichler Homes	<i>Continue on Torrington, turns into Spinosa, right onto Sunnymount, left onto Dawn Drive, right onto Spinosa.</i> This is end of section containing Eichler homes. <i>Continue North on Spinosa, on entering the Los Palmas Park—on the right will be access to Crawford Drive, make the right and continue with a right onto Sunnyvale-Saratoga Road.</i>		1.0	12.4
901 Sunnyvale-Saratoga	The Stowell House. It is in the Queen Anne style and is on the oldest continuously-worded farm in Sunnyvale. Three generations of this family have graduated from Fremont High School. <i>Continue South on Sunnyvale-Saratoga until Fremont Avenue.</i>	1890	0.7	13.1
1279 Fremont Avenue	Fremont High School. This school is one of Sunnyvale's most significant architectural monuments. It was designed and started by William Henry Weeks in the style of many public buildings of the era. <i>Make a U-turn at Fremont Avenue, now you are going North, turn right onto Crescent Avenue.</i>	1926	0.3	13.4
Crescent	Easter Gables Project. The bungalows left on this street were part of the 1920's poultry business and their deep lots had chicken houses in the back. <i>Turn left onto Manet to the Community Center.</i>	1929	0.5	13.9

North Loop — 5.7 miles

Address	Directions and Description	Date of Landmark	Segment Mileage	Total Mileage
260 N. Sunnyvale Ave.	Martin Murphy, Jr., house and museum. The Parks and Recreation building houses the Sunnyvale Museum which has photos and artifacts of local interest. Pick up walking tour brochure of Murphy Ave. <i>Starting from parking lot, turn right on California, turn right on Sunnyvale, bike up to 229 Sunnyvale Ave.</i>	Ca. 1850 prefabricated home, razed in		
229 N. Sunnyvale Ave.	Unusual one story wood framed bungalow with three front gables. Note vertical vent on porch, repeated on upper gable. <i>Backtrack to park, take a left on California Ave., right into Oak Ct.</i>	1910		
Oak Court	This is the first cul de sac in Sunnyvale. Hendy lamppost in the center, which was manufactured at Hendy Iron Works, was installed in 1937 <i>Left on California, left on Sunnyvale Ave., left on Hendy,, then left into the Iron Man Museum</i>	1937 lamppost	0.1	0.1
			0.6	0.7
Iron Man Museum.	For tour of museum, call 735-2020. Original building with arches is now a National Engineering Landmark. <i>Backtrack on Hendy, left onto Sunnyvale Ave., turn right onto Evelyn, left on Murphy</i>	1906		
100 Block of Murphy Ave.	Historical District of Sunnyvale. Original commercial district. Walking tour brochure available at Murphy Park Museum <i>Left on Washington, right on Bayview, left on Lincoln, right on Central Ave., right on E. McKinley</i>	1897 to 1940	0.4	1.1
437, 439 E. McKinley	Cannery Office in 1925, moved to present location in 1942 <i>Continue on McKinley, right on Bayview, left on McKinley, left on Flora Vista</i>	1906 or 1907	0.5	1.6
Flora Vista	One of the oldest residential districts in Sunnyvale, also its narrowest street <i>Right on Iowa, left on Carroll, right on Olive, left on S. Murphy Ave.</i>	1920's	0.2	1.8
505 S. Murphy	Homer Pfeiffer House. Built for a cannery supervisor <i>Continue on Murphy, right through automotive parking lot just before El Camino, to Rooster T. Feathers</i>	1940	0.5	2.3
157 W. El Camino	Rooster T. Feathers, formerly Andy Capp's Tavern, where Nolan Bushnell first field tested the video game "Pong" which started the video game industry <i>Continue past Rooster T. Feathers, turn right onto Frances</i>	1970's	0.4	2.7
400 and 500 Blocks of Frances	First Historic Residential District Home sold originally for \$600 <i>Left on Olive, left on Taaffe</i>	1930's	0.2	2.9
500 Block of S. Taaffe	The Magnolias were planted in 1937-38. Homes from 1925-1937 <i>Backtrack to Olive, turn left, cross Mathilda at the light, right on Charles St.</i>	1925-37	0.1	3.0
297 Charles	Dalton House. Mr. Dalton was one of the first daily commuters to San Francisco	1908	0.5	3.5
283 Charles	Welford Cochran House. Daughter Edwina Benner was Sunnyvale's, and California's, first woman mayor in 1924 <i>Continue down Charles, left at Washington, right on Carson</i>	1906		
1004 Carson	Manuel Vargas Redwoods at the corner of Carson and Mary. These trees were planted by Mr. Vargas, later known as "Mr. Sunnyvale", at the entrance to the Vargas' 10 acre farm <i>Right on Mary</i>	1900	0.7	4.2
113 S. Mary	Irvine House. Dutch Colonial subtype of the Colonial Revival style. Designed by the San Jose firm of Wolfe & Higgins <i>Continue on Mary, cross RR tracks, right on California, right at Sobrante into Applied Signal Tech parking lot</i>	1919	0.1	4.3
444 W. California	Libby Water Can. The original water tower supplied the cannery and its employees. Painted in 1985 by Sunnyvale artist Anita Kaplan. <i>Turn right on California, back to Murphy Park</i>	Ca. 1940's	0.9	5.2
			0.5	5.7



City of Sunnyvale

Agenda Item

20-0136

Agenda Date: 2/27/2020

2020 COUNCIL STUDY ISSUE

NUMBER

CDD 19-07

TITLE Develop Citywide Guidelines or Criteria for Allowing Reduced Parking for Development Projects and for Future Conversions of Parking to other Uses

BACKGROUND

Lead Department: Community Development

Support Departments: Office of the City Manager

Office of the City Attorney

Sponsor(s): Planning Commission

History: 1 year ago: Deferred by Planning Commission

2 years ago: N/A

SCOPE OF THE STUDY

What precipitated this Study?

The general parking standards in the Sunnyvale Municipal Code (SMC) establish required parking for residential and non-residential development based on a variety of factors. The number of bedrooms, the number of assigned spaces to a dwelling unit, and the type (i.e., private enclosure or open) also affect the requirements for parking. Lower parking space rates are established for affordable housing, senior housing and housing for persons with disabilities. Non-residential parking is based on the use and has both minimum and maximum parking requirements. The SMC includes provisions for adjustments to non-residential uses and special housing development. Further reductions (if not covered by an adjustment) require approval of a Variance or approval of a Special Development Permit (only allowed within specified zoning districts). The Planning Commission thinks there may be circumstances where reduced parking could be appropriate, especially when considering a multi-family project that may be able to increase the total number of units if given relaxed parking requirements, or on a single-family property where the size of an existing one-car garage restricts the total allowable square footage of the house; thereby potentially restricting large or extended families from living together in one dwelling.

The Planning Commission also considered this Study important when discussing the future of autonomous vehicles, and whether parking structures should be built with considerations that they may be converted to other uses in the future.

What are the key elements of the Study?

There are certain areas within the City where parking standards are reduced compared to the generic citywide standards (e.g., Downtown Specific Plan, Lawrence Station Area Plan). Generally, the areas with reduced parking standards are located near major transit stations, but reduced parking standards have also been considered in other areas of the City (e.g., Peery Park Specific Plan) if a

project can demonstrate other trip reduction strategies. Additionally, it may be appropriate to study all parking standards to determine if the City has some general parking standards that could be reduced.

This Study may include:

- Evaluation of the City's current parking regulations in comparison to other cities;
- Examination of the covered parking requirement for single-family zoning districts;
- Mapping major or frequent transportation lines to see if there are other areas of the City where reduced parking may be appropriate;
- Considering and developing guidelines or criteria that could be used to evaluate a project requesting reduced parking standards; and
- Establishing guidelines for future conversion of parking into other uses if autonomous vehicles become a primary means of transportation in the future.

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

Non-budgeted costs would be utilized to hire a consultant who specializes in parking requirements, design guidelines, and has specialized knowledge in the parking industry.

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: Bicycle and Pedestrian Advisory Committee, Planning Commission

STAFF RECOMMENDATION

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

While it may be appropriate to evaluate existing parking requirements, and begin to think about future conversion of parking into other uses with the potential of autonomous vehicles, there are a few studies/changes underway that may make it appropriate to defer this study issue.

With the addition of BART into San Jose, and the future electrification of Caltrain, the Santa Clara Valley Transportation Authority (VTA) will be making changes to some of their routes. These changes may lead to increased bus routes or headways within Sunnyvale and could justify the potential to reduce parking in some areas of the City that had not been previously considered within area-wide plans.

Additionally, it would be challenging to assess the potential for conversion of existing parking into other uses because a lot is still unknown about the impacts autonomous vehicles will have on land use planning. Therefore, it may be best to defer a study of that nature because the technology is still evolving and the full adaptation to the use of these vehicles may take decades.

Finally, staff believes that evaluating the existing single-family parking regulations and comparing the City's regulations with other jurisdictions could be a valuable study. Further enhancement of permeable pavement may warrant a look at the regulation that limits front yard paving on a single-family lot. However, staff has recommended deferral of this study issue due to the unknowns of the other key components of the Study and current workload in the Planning Division.

Prepared by: Trudi Ryan, Director, Community Development

Reviewed by: Teri Silva, Assistant City Manager

Approved by: Kent Steffens, City Manager



City of Sunnyvale

Agenda Item

20-0127

Agenda Date: 2/27/2020

2020 COUNCIL STUDY ISSUE

NUMBER

CDD 19-08

TITLE Consider New Requirements or Policies to Reduce Greenhouse Gas Emissions from new Development Projects

BACKGROUND

Lead Department: Community Development

Support Departments: Office of the City Manager

Office of the City Attorney

Environmental Services

Sponsor(s): Sustainability Commission

History: 1 year ago: Deferred by Council

2 years ago: N/A

SCOPE OF THE STUDY

What precipitated this Study?

Accelerating Climate Action is a Council Policy Priority. Since 100 percent greenhouse gas-free electricity was made available through Silicon Valley Clean Energy in 2017, the use of natural gas in buildings has been the second largest contributor to Sunnyvale greenhouse gas (GHG) emissions. Given that Sunnyvale is attempting to decrease its GHG emissions, new buildings represent an opportunity to reduce the GHG emission levels in Sunnyvale and bring the City further in line with the goals of the recently adopted Climate Action Playbook.

What are the key elements of the Study?

The Study would focus on reducing GHG emissions on new construction by creating a program and regulations for the community to promote the construction of zero carbon buildings.

The Study may include:

- Identifying costs and savings to the City, developers, residents and businesses for constructing zero carbon buildings;
- Identify the benefits zero carbon buildings would have on the community and the environment;
- Identify standards or certification programs already being used by the City that may help further the goal of the study;
- Consult with Silicon Valley Clean Energy (SVCE) staff, or other groups with expertise on the topic, to discuss potential standards, policies or regulations for new construction projects;
- Study the impacts the above measures may have on design, building, marketing and other costs of new construction projects, and identify measures (e.g., strengthened voluntary incentives) to mitigate their impacts;

- Consider voluntary incentives for existing buildings that make the choice to retrofit and become zero carbon; and
- Study the potential costs of implementing an outreach and education program to encourage adoption of zero emission building systems, including zero emission cooking technologies (e.g., induction).

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

Funding would be used to hire a specialized consultant; staff does not have the technical expertise needed to conduct this study internally. Funding may also be utilized to hire an outside source to aid in conducting effective outreach, and the necessary education.

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: Planning Commission, Sustainability Commission

STAFF RECOMMENDATION

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

- The City recently adopted its CAP 2.0 (Climate Action Playbook), which includes Decarbonizing Buildings as one of six major strategies needed to reduce GHG emissions by 80 percent by 2050. Within this strategy (Strategy 2) is Play 2.3 - Achieve all-electric new construction, which specifically addresses emissions from new buildings, with a goal of 100 percent all-electric new buildings by 2030. Further, the City plans to implement the following "Next Moves" (specific actions) from the Playbook in the next three years: Move 2.E - Evaluate code and permitting processes to streamline building electrification
- Move 2.G - Continue to incentivize energy efficient and high performance buildings through Green Building Program updates.

The City is examining the viability of streamlining for electric buildings (e.g., Reach Codes) as a part of Move 2.E. In line with Move 2.G, the City adopted revised Green Building Program standards in May 2019, which specifically incentivizes all-electric, zero-emission buildings. Given these developments, staff believes a study at this time is not needed.

Prepared by: Amber Blizinski, Principal Planner

Reviewed by: Trudi Ryan, Director, Community Development

Reviewed by: Ramana Chinnakotla, Director, Environmental Services

Reviewed by: Teri Silva, Assistant City Manager

Approved by: Kent Steffens, City Manager



City of Sunnyvale

Agenda Item

20-0128

Agenda Date: 2/27/2020

2020 COUNCIL STUDY ISSUE

NUMBER

CDD 19-09

TITLE Evaluate the Feasibility of Requiring New Non-Residential Development Projects to Meet Specific Energy Performance Measures to Reduce Greenhouse Gas Emissions

BACKGROUND

Lead Department: Community Development

Support Departments: Office of the City Manager

Office of the City Attorney

Environmental Services

Sponsor(s): Sustainability Commission

History: 1 year ago: Deferred by Council

2 years ago: N/A

SCOPE OF THE STUDY

What precipitated this Study?

The proposed Study Issue arose from a discussion at the Sustainability Commission on July 16, 2018, regarding the degree to which the City should be “leaning forward” to meet or exceed State Greenhouse Gas (GHG) emission reduction requirements by 2030.

What are the key elements of the Study?

As the California Public Utilities Commission (CPUC) implements the California Long-Term Energy Efficiency Strategy Plan, a foundational goal is ensuring all new residential buildings be Zero Net Energy (ZNE) by 2020 and all new commercial buildings be ZNE by 2030. Additionally, 50 percent of existing commercial buildings will need to be retrofitted to be ZNE by 2030.

In cities, the building sector is a major contributor to carbon emissions and energy use accounting for up to 40% of the total energy consumed. This Study evaluates the feasibility and need to accelerate the energy efficiency performance of new non-residential construction in the City to ensure the City meets the CPUC goal of ZNE by 2030.

The Study may include:

- Review of similar requirements or incentive programs from other jurisdictions;
- Evaluate and create a set of common metrics that will be used to measure building performance;
- Establish standards for new non-residential buildings to achieve the goal of ZNE;
- Consider cost/savings impacts to property owners and tenants of ZNE development;
- Consider incorporating an outcome-based compliance model for new building owners to meet

ZNE goals in a non-prescriptive manner;

- Consider impacts/benefits to the City for requiring and facilitating ongoing active energy usage monitoring and collection of actual energy use performance (to support compliance with current requirements in AB 802, or expanding applicability of AB 802 requirements to more buildings); and
- Evaluate requirements or incentives for retrofitting existing buildings to ZNE if modifications are proposed.

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:	\$125,000
Funding Source:	Will seek budget supplement

Funding would be used to hire a specialized consultant; staff does not have the technical expertise needed to conduct this Study internally. Funding may also be utilized to hire an outside source to aid in conducting effective outreach, and the necessary education.

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: Planning Commission, Sustainability Commission

STAFF RECOMMENDATION

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

The City recently adopted its updated climate action plan, called the Climate Action Playbook, which includes Decarbonizing Buildings as one of six major strategies needed to reduce GHG emissions by 80 percent by 2050. Within this strategy (Strategy 2), both existing and new buildings are addressed. Further, the City plans to implement the following “Next Moves” (specific actions) from the Playbook in the next three years:

- Move 2.A - Research energy disclosure and energy benchmarking requirements for commercial and multi-family residential buildings to encourage property owners and managers to invest in energy efficiency upgrades and building information systems.
- Move 2.E - Evaluate code and permitting processes to streamline building electrification
- Move 2.G - Continue to incentivize energy efficient and high performance buildings through Green Building Program updates.

The City will research and evaluate potential for energy disclosure and benchmarking to ensure compliance with regulations such as AB 802, as a part of Move 2.A. The City is examining the viability of streamlining for electric buildings (e.g., Reach Codes), as a part of Move 2.E.

Lastly, in line with Move 2.G, the City adopted revised Green Building Program standards in May 2019, which specifically incentivize all-electric, zero-emission buildings. Given these developments that specifically target all-electric and highly energy efficient buildings, staff believes this Study is no longer necessary.

Prepared by: Amber Blizinski, Principal Planner

Prepared by: Nupur Hiremath, Environmental Programs Manager

Reviewed by: Trudi Ryan, Director, Community Development

Reviewed by: Ramana Chinnakotla, Director, Environmental Services

Reviewed by: Teri Silva, Assistant City Manager

Approved by: Kent Steffens, City Manager



City of Sunnyvale

Agenda Item

20-0129

Agenda Date: 2/27/2020

2020 COUNCIL STUDY ISSUE

NUMBER

CDD 19-10

TITLE Adopt Personal Transportation Vehicle (PTV) Parking Standards

BACKGROUND

Lead Department: Community Development

Support Departments: Office of the City Manager

Office of the City Attorney

Public Works

Sponsor(s): Bicycle and Pedestrian Advisory Commission

History: 1 year ago: Deferred by Council

2 years ago: N/A

SCOPE OF THE STUDY

What precipitated this study?

Personal Transportation Vehicles (PTV) such as bicycles, scooters and Segways are increasing in popularity as an alternative transportation mode. Although the City's parking design standards already include requirements for both secured and unsecured bicycle parking in conjunction with new construction, the regulations do not refer to other types of PTVs that are emerging. The Bicycle and Pedestrian Advisory Commission (BPAC) sponsored this Study Issue because having adequate parking for PTV's would help promote and accommodate the vehicle types encouraged by the City's Complete Streets policies.

What are the key elements of the Study?

The goal of the Study would be to ensure safe and secure parking regulations for PTVs in association with new development projects to promote alternative modes of transportation. To meet this goal, the study may include:

- Analysis of various types of PTVs;
- Review of the City's existing regulations for bicycle parking;
- Review of parking standards and options from other jurisdictions;
- Analysis of electric charging options for electronic mobility devices; and
- Data collection and analysis of PTV parking demand for various land use types.

After the analysis is completed, the Study may provide recommendations on PTV parking demand, preferred PTV parking options (including electric charging capabilities), and potential policy changes to accommodate PTVs.

Estimated years to complete study: 2 years

FISCAL IMPACT

Cost to Conduct Study

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

The cost associated with this Study would be for consultant services to gather and evaluate the existing and future data on PTVs, perform research and analysis on various PTV mobility options, review data from other jurisdictions, and lead the public and stakeholders outreach effort. City staff will work with the consultant to review existing policies, design guidelines and standards, and recommend changes to existing parking standards, and propose new guidelines and standards, if necessary.

Cost to Implement Study Results

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

EXPECTED CITY COUNCIL, BOARD OR COMMISSION PARTICIPATION

Council-Approved Work Plan: No

Council Study Session: No

Reviewed by Boards/Commissions: Planning Commission, Bicycle and Pedestrian Advisory Commission

STAFF RECOMMENDATION

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

The City launched a Dockless Bikeshare Pilot Program in December 2018, which included electric bikes. However, the service provider terminated the operation in Sunnyvale in March 2019. Given the short duration of the pilot program, the City did not have significant data to evaluate the usage of dockless bikes and the demand for bike parking.

Although there was no significant data obtained from the Dockless Bikeshare Pilot Program, the City has standards for secured and unsecured bicycle parking for new developments under the Sunnyvale Municipal Code. Secured bicycle parking spaces can be used for not only for bicycle parking, but may also be used for PTV parking.

Since personal transportation technologies are evolving rapidly, each of these new devices could be reviewed on a case by case basis to determine if fit within the current bicycle parking areas or if a variation from those standards would be necessary.

Prepared by: Amber Blizinski, Principal Planner, Community Development

Reviewed by: Trudi Ryan, Director, Community Development

Reviewed by: Chip Taylor, Director, Public Works

Reviewed by: Teri Silva, Assistant City Manager

Approved by: Kent Steffens, City Manager



City of Sunnyvale

Agenda Item

20-0135

Agenda Date: 2/27/2020

2020 COUNCIL STUDY ISSUE

NUMBER

CDD 19-11

TITLE Promote Workforce Housing Opportunities for City Employees and Sunnyvale School Teachers

BACKGROUND

Lead Department: Community Development Department

Support Departments: Office of the City Manager

Office of the City Attorney

Sponsor(s): Planning Commission

History: 1 year ago: Deferred by Planning Commission and Housing and Human Services Commission

2 years ago: N/A

SCOPE OF THE STUDY

What precipitated this Study?

The cost of housing has increased significantly over the past decade, making the option of homeownership and rental in Sunnyvale, and in much of Santa Clara County, challenging to many members of the general workforce. Employees who are not able to afford housing near their place of employment are then faced with long commutes and other financial stressors.

The City currently offers homeownership options to those who qualify for Below Market Rate (BMR) housing, making less than 120% of the Area Median Income (AMI). In 2019, 120% of AMI is \$110,400 per year for a one-person household and \$157,700 per year for a four-person household. The City operates a successful BMR Home Ownership Program and Down Payment Assistance Program for income qualified, first time homebuyers to purchase homes in Sunnyvale. Within the program, applicants are categorized as a "Priority Buyer" if they live or work in Sunnyvale at time of application. City employees and Sunnyvale school teachers are currently included in the "priority buyer" category as they work within Sunnyvale; however, this category also applies to anyone else who lives or works in the City. The program only helps City employees and Sunnyvale school teachers who are eligible for BMR housing units. Residents making less than 80% of AMI qualify for the BMR rental program. Applicants making over 120% of AMI do not qualify for either program. The Planning Commission is seeking a study of potential programs to assist City employees and school teachers, including those making over 120% AMI.

What are the key elements of the Study?

This Study would examine opportunities, methods, or processes for City employees and Sunnyvale school teachers to obtain housing within the City. Outreach to employees and school teachers would be needed to best understand the resources employees are looking for when it comes to purchasing

a home, and understand how the City would play a role in providing those resources.

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:	\$60,000
Funding Source:	Will seek budget supplement.

Costs would be based upon hiring a consultant to conduct outreach to City employees and Sunnyvale school teachers via workshops and surveys with the goal to understand what types of housing resources they are seeking. Based on the data collected, the consultant would work with City staff to develop housing program options.

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: No

Reviewed by Boards/Commissions: Housing and Human Services Commission; Planning Commission if there are any modifications to SMC Title 19 Zoning.

STAFF RECOMMENDATION

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

Staff recognizes the importance and need for housing affordable to all income categories in the City. The Housing Strategy is currently underway and the consultants will identify a range of options that surface from the Housing Strategy's outreach and may include recommendations for programs that can assist the "missing middle" of those households earning more than 120% of the Area Median Income. In 2020, staff time will need to be focused on implementation of the Housing Strategy. The Housing Strategy may also look towards ways to improve the down payment assistance program to better serve Sunnyvale residents.

The City's BMR Program serves households making 120% or less than the Area Median Income. The City used to assign priority points for each applicant based on a range of household circumstances. With the old system, City employees and Sunnyvale school teachers received a priority point for working within the Sunnyvale city limits and additional priority points based on their specific household circumstances. With that point system, there was concern that giving more of a priority to City employees or Sunnyvale school teachers over others in the community could be perceived as an unfair advantage over those who also work within the Sunnyvale city limits and need housing. Additionally, it was a concern that this practice could result in potential fair housing issues. To address this concern, the City modified the BMR Program to simplify the priority process by creating two priority categories. Priority 1 status was given to anyone who lived or worked in Sunnyvale, regardless of their employer. Priority 2 status was given to anyone who lived or worked in Santa Clara County. This new system created fairness in the process; there are no plans to return to a

points-based system.

The existing Sunnyvale Housing Division First-Time Homebuyer Loan Program can also be used to provide home ownership opportunities to qualified home buyers including City employees and Sunnyvale school teachers. The low interest, deferred payment loans can be used to purchase a BMR or market rate home in Sunnyvale. Currently, the program structure sets income limits to 120% of Area Median Income (AMI), limits the purchase price of the home and has a maximum loan amount of \$50,000. There are also various housing programs being created through the recent Santa Clara County Affordable Housing Bond, such as the down payment assistance program "Empower Homebuyers."

Prepared by: Jenny Carloni, Housing Officer

Reviewed by: Trudi Ryan, Director, Community Development Department

Reviewed by: Teri Silva, Assistant City Manager

Approved by: Kent Steffens, City Manager



City of Sunnyvale

Agenda Item

20-0183

Agenda Date: 2/27/2020

2020 COUNCIL STUDY ISSUE

NUMBER

CDD 20-01

TITLE Updates to the Single-Family Home Design Techniques Document

BACKGROUND

Lead Department: Community Development Department

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

Sponsor(s): Planning Commission

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

SCOPE OF THE STUDY

What precipitated this Study?

The existing Single-family Home Design Techniques document (Design Guidelines) was adopted in 2003. In the same year, the Council amended the Zoning Code (Title 19 of the Sunnyvale Municipal Code) to establish review criteria due to the floor area ratio of homes (which was revised later in 2012). The design techniques have been a useful tool in reviewing the design of single-family homes; however, the Planning Commission has requested more specificity and potentially additional guidelines, which establish clearer quality standards for the City. Additionally, the Planning Commission has requested more objective standards when related to architectural consistency and to address modifications to single-family homes based on innovative architecture.

What are the key elements of the Study?

This Study to update the single-family design techniques would be a large planning effort, and would include:

- Evaluation of the existing Design Techniques and style expectations;
- Discussion with staff who commonly work on design review applications to learn what standards work well, and which need updating;
- Working with a consultant to develop new guidelines or criteria, to expand existing guidelines, and to ensure the guidelines are objective (when feasible);
- Consider how to include sustainable concepts and aspects into design review;
- Multiple outreach meetings with the community and single-family home architects and designers; and
- Surveying other cities to compare design techniques/guidelines.

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

Staff would utilize the funding to hire a consultant who specializes in Design Guidelines and Standards to help evaluate and update the existing Design Techniques and finalize the format to integrate it into the Consolidated Design Guidelines document.

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: No
Reviewed by Boards/Commissions: Planning Commission

STAFF RECOMMENDATION

Support. This policy issue merits discussion at the 2020 Study Issues Workshop.

The existing single-family Design Guidelines was written in 2003, and although still useful, could be updated to include more relevant and objective guidelines. Many of the housing bills proposed at the State level require cities to adopt objective design guidelines for multi-family housing; however, it is not unlikely that at some point the state regulations may also reference single-family housing. Updating the existing guidelines to make them more relevant and objective would help property owners, their designers, City staff, and hearing bodies, in preparing and reviewing Design Review applications.

Prepared by: Amber Blizinski, Principal Planner
Reviewed by: Trudi Ryan, Director, Community Development
Reviewed by: Teri Silva, Assistant City Manager
Approved by: Kent Steffens, City Manager



City of Sunnyvale

Agenda Item

20-0184

Agenda Date: 2/27/2020

2020 COUNCIL STUDY ISSUE

NUMBER

CDD 20-02

TITLE Develop Landscape Design Standards for Development Projects

BACKGROUND

Lead Department: Community Development Department

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

Sponsor(s): Planning Commission

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

SCOPE OF THE STUDY

What precipitated this Study?

The City has general landscaping design standards in the Citywide Design Guidelines and zoning requirements for water efficient landscaping. However, these guidelines and regulations do not currently have detailed design standards relating to various landscaping/tree types and sizes. Species and size requirements have been added by the Planning Commission on a case by case basis for a development project during the public hearing. In lieu of continuing this practice (and to ensure objective standards are established for residential projects), it would be ideal to update City policy on landscape requirements through a Design Standards document. Creation of this type of document would provide applicants, staff, and decision-makers with the necessary information to submit more complete landscape plans rather than having that discussion during the public hearing.

What are the key elements of the Study?

This Study may include:

- Consideration of various types and sizes of landscaping and what is most appropriate for different sized development projects or areas of a development (e.g. parking lot, walkways, setbacks, etc.):
 - Including study on larger properties and appropriate sizing of trees vs. smaller properties;
- Definitions of terms for landscaping requirements, such as “genetic estate-sized” trees;
- Preparation of a list of preferred trees, with emphasis on long-lived, drought tolerant native species;
- Consideration of what areas of the City are best suited for specific types and sizes of trees;
- Creation of “Best Practices” for designing landscaping plans;

- Surveying other cities to compare standards; and
- Working with a consultant to consider, and potentially develop, standards or criteria for landscaping.

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 grant or budget supplement

Funding would be utilized to hire a landscape design specialist, likely a planning firm with that specialty, to develop landscape design standards for development projects. Consultant costs would also include formatting the final document to incorporate in the City's Consolidated Design Guidelines. An application for SB 2 grants to prepare objective zoning and design standards is pending. If the grant application is qualified, this Study Issue would be incorporated into the objective standards task.

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: No

Reviewed by Boards/Commissions: Planning Commission

STAFF RECOMMENDATION

Defer. This policy issue merits discussion at a future Study Issues Workshop. This work could be combined with other efforts to assure objective standards for development.

Staff agrees that creation of landscape design standards would be beneficial because they would create clear and consistent criteria for applicants and decision-makers to avoid ad hoc decisions relating to landscape design at public hearings. If this component is not eligible for SB 2 funding it can be reconsidered as a study issue.

Prepared by: Amber Blizinski, Principal Planner

Reviewed by: Trudi Ryan, Director, Community Development

Reviewed by: Teri Silva, Assistant City Manager

Approved by: Kent Steffens, City Manager



City of Sunnyvale

Agenda Item

20-0186

Agenda Date: 2/27/2020

2020 COUNCIL STUDY ISSUE

NUMBER

CDD 20-03

TITLE Consideration of a Local Hire Ordinance for Development Projects on City Owned Land

BACKGROUND

Lead Department: Office of the City Manager
Support Departments: Office of the City Attorney
Sponsor(s): Housing and Human Services Commission
History: 1 year ago: N/A
2 years ago: N/A

SCOPE OF THE STUDY

What precipitated this Study?

Various cities across California have adopted local hiring or first source hiring recommendations or policies to increase employment opportunities for their residents. Rising construction costs and record level demand for construction related trades in the Bay Area region have triggered the use of construction trades from outside the region and state to attempt to keep up with demand. With Sunnyvale having limited construction based trades headquartered in the city, the importance to provide these companies with Sunnyvale based opportunities is critical.

What are the key elements of the Study?

This Study will provide analysis into the creation of an ordinance or policy with a goal to improve the employment opportunities for local residents including trades people residing in Sunnyvale. This goal could be achieved through a requirement that construction projects, which reach a specified size in Sunnyvale and are undertaken on City owned land will require a certain number of local hires and/or enrollment in an apprenticeship program.

This Study will include analysis of Sunnyvale's construction industry labor market and propose policy options based on the Study's results. This Study Issue is meant to generate an actual policy or ordinance requiring local hire and/or apprenticeship, which does not violate state or federal law as opposed to the previous study issue in 2014 which did not result in an ordinance but instead resulted in policy which "encourages" developers to hire locally (RTC No. 15-0595).

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

Estimated funding needs are for consultant led efforts, including outside legal services to analyze and/or prepare a draft ordinance.

Cost to Implement Study Results

Unknown. Study would include an assessment of potential costs, including capital and operating, as well as revenue/savings. Implementation costs are unknown and variable pending on the likely need to modify the City's charter. If a general election is required, costs and time will increase significantly. Outreach to construction trades would be critical component of implementation as well.

EXPECTED CITY COUNCIL, BOARD OR COMMISSION PARTICIPATION

Council-Approved Work Plan: No

Council Study Session: No

Reviewed by Boards/Commissions: No

STAFF RECOMMENDATION

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

In 2014, Study Issue 14-01 "*Examine Ways to Increase Local Hiring in Major Developments*" was prepared. Study Issue 14-01 directed staff to review various programs and aspects to local hiring requirements and evaluate new approaches to requiring this. Study Issue 14-01 was addressed by NOVA, Economic Development, and the Office of the City Attorney. The result of Study Issue 14-01 was Council Policy 5.1.5, which encourages local workforce in development projects. Economic Development is currently undertaking the "Responsible Construction Study Issue," which is slated to be complete at the end of 2020. A wage theft policy was added in 2018 (Council Policy 5.1.6). Initial review of this topic proves to have a variety of legal constraints and could require modification to the City Charter.

Prepared by: Jenny Carloni, Housing Officer

Reviewed by: Trudi Ryan, Community Development Director

Reviewed by: Teri Silva, Assistant City Manager

Approved by: Kent Steffens, City Manager

2020 Study/Budget Issues Workshop
Summary Worksheet: Study Issues Proposed for Council Consideration

Version: 2/11/2020

#	Title	Required Staff Effort	Cost of Study	Cost to Implement*	B/C Rank	Dept. Rank
DPW 19-11	Exterior Lighting Dark Sky Ordinance and Standards	Moderate	\$ 150,000	Minimal	N/A	4
DPW 20-01	Reducing the City of Sunnyvale's Fossil Fuel Infrastructure and Equipment	Moderate	\$ 500,000	Unknown	SC-4	Defer
DPW 20-02	Improve Bicycle and Pedestrian Access at Sunnyvale Caltrain Station	Major	\$ 350,000	Unknown	BPAC-1	1
DPW 20-03	Waste Reduction Initiative in Sunnyvale Parks	Moderate	\$ 50,000	Unknown	PRC-2	2
DPW 20-04	El Camino Real Protected Bikeways	Major	\$ 200,000	Unknown	BPAC-Drop	Drop
DPW 20-05	Evelyn Avenue Multi-Use Trail and Bikeway Study	Major	\$ 350,000	Unknown	BPAC-2	Defer
DPW 20-06	Create Safer Streets by Narrowing Travel Lanes	Moderate	\$ 200,000	Unknown	BPAC-Drop	Drop
DPW 20-07	Personal Transportation Vehicles (PTV) Usage on City Streets, Sidewalks and Bike Lanes	Major	\$ 100,000	Unknown	BPAC-Drop	Drop
DPW 20-08	Create a New City Board and Commission or Staff Advisory Committee Focused on Mobility Issues, Especially Commutes Into and Out of the City	Major	\$ 350,000	Unknown	SC-3	Drop
DPW 20-09	Subsidized Public Transit	Major	\$ 300,000	Unknown	SC-2	Drop
DPW 20-11	Evaluate Feasibility of Dog Off-leash Hours in Select Sunnyvale Parks	Moderate	\$ 75,000	Unknown	PRC-3	5
DPW 20-12	Roadway Safety at El Camino Real and Poplar Ave	Moderate	\$ 125,000	Unknown	Too late to rank	Defer
DPW 20-13	Lighting of Current and Future City Owned Dog Parks	Moderate	\$ 50,000	Unknown	Too late to rank	3

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



2020 Study Issues Workshop
Status Report: Continuing and Completed Study Issues
Public Works

DPW

Continuing Study Issues

Number	Study Issue and Status
DPW 14-13	Scoping of Grade Separations for Caltrain Crossings at Mary Avenue and Sunnyvale Avenue <i>The City is currently refining concept designs and undertaking preliminary traffic analysis related to grade separation at both Mary and Sunnyvale Avenues. Additional community meetings are planned for Spring 2020.</i>
DPW 17-05	Orchard Heritage Park and Heritage Park Museum - Analysis and Options for the Long-Term Operations and Maintenance of Orchard Heritage Park and Review of the Sunnyvale Historical Society and Museum Association Proposed Expansion of the Sunnyvale Heritage Park Museum Site <i>The RFP is currently being developed.</i>
DPW 18-07	Feasibility of Acquiring Control of Caltrans Traffic Signals on El Camino Real <i>The project team has collected existing data and had an initial meeting with Caltrans in February 2020. Staff anticipates continued discussion with Caltrans throughout Spring 2020</i>
DPW 18-11	Analysis of Sunnyvale Golf Program and Property Options <i>A consultant has been selected and contract negotiations are underway. The award is anticipated in late February 2020.</i>
DPW 19-07	Ascertain Suitable Location(s) for the Installation of Youth Cricket Batting Cages and Potential Funding Sources <i>The RFP is currently being developed.</i>
DPW 19-01	Consider the Feasibility of Establishing an Eruv in Sunnyvale <i>The proposed presentation date to Council for this study is June 30, 2020.</i>
DPW 19-10	Improving Traffic Operations at Fremont/Bernardo/Hwy 85 <i>The proposed presentation date to Council for this study is December 8, 2020.</i>

Completed Study Issues

Number	Study Issue	Date Completed
DPW 16-01	Develop a Vision Zero Plan-Total Elimination of Traffic Fatalities	7/30/2019
DPW 18-08	Develop a Dockless Bicycle Share Pilot Program	12/10/2019



City of Sunnyvale

Agenda Item

20-0099

Agenda Date: 2/27/2020

2020 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: Ranked, Below the Line

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 documents and their 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 (Title 19 of the Sunnyvale Municipal 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. None of the adopted standards directly address maximum lighting levels. See Attachments 1, 2 and 4 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:	\$150,000
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 through development activity or City-standard replacements; 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 have been developed. The Study would provide a policy statement on a citywide basis for compliance.

Prepared by: Carmen Talavera, Senior Traffic Engineer

Reviewed by: Dennis Ng, 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. Title 24, Part 6 Outdoor Lighting - [Hyperlink](#)
2. Federal Highway Administration (FHWA) Lighting Handbook - [Hyperlink](#)
3. Model Lighting Ordinance - [Hyperlink](#)
4. Roadway Lighting Design Criteria



RTC #: 20-0099

Document Title: Title 24, Part 6 Outdoor Lighting

Link: <https://bit.ly/39vIYmE>



RTC #: 20-0099

Document Title: Federal Highway Administration (FHWA) Lighting Handbook

Link: <https://bit.ly/2wg6pkx>



RTC #: 20-0099

Document Title: Model Lighting Ordinance

Link: <https://bit.ly/3bDMwnt>



CITY OF SUNNYVALE
DEPARTMENT OF PUBLIC WORKS
Division of Transportation and Traffic
Date Revised: December 6, 2018

DRAFT

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 AASHTO¹ – 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/IES RP-8-00 & RP-8-14² - 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 Maintained 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 taken from RP-8-00)

Table 2: Illuminance Method - Recommended Values

Road and Pedestrian Conflict Area		Pavement Classification (Minimum Maintained Average Values)			Uniformity Ratio E_{avg}/E_{min}	Veiling Luminance Ratio L_{vmax}/L_{avg}
Road	Pedestrian Conflict Area	R1 lux/ft ²	R2 & R3 lux/ft ²	R4 lux/ft ²		
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

¹ AASHTO – American Association of State Highway and Transportation Officials.

² ANSI/IES – American National Standard Institute/Illuminating Engineering Society

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 IES 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 Luminance Max. Uniformity Ratio values should to be met for roadway, crosswalks and sidewalks:

(Table 3 taken from RP-8-14)

Table 3. Lighting Design Criteria for Streets

STREET CLASSIFICATION	PEDESTRIAN AREA CLASSIFICATION	AVG. LUMINANCE L_{avg} (cd/m ²)	AVG. UNIFORMITY RATIO L_{avg}/L_{min}	MAX. UNIFORMITY RATIO L_{max}/L_{min}	MAX. VEILING LUMINANCE RATIO L_{Vmax}/L_{avg}
MAJOR	HIGH	1.2	3.0	5.0	0.3
	MEDIUM	0.9	3.0	5.0	0.3
	LOW	0.6	3.5	6.0	0.3
COLLECTOR	HIGH	0.8	3.0	5.0	0.4
	MEDIUM	0.6	3.5	6.0	0.4
	LOW	0.4	4.0	8.0	0.4
LOCAL	HIGH	0.6	6.0	10.0	0.4
	MEDIUM	0.5	6.0	10.0	0.4
	LOW	0.3	6.0	10.0	0.4

L_{avg} - minimum maintained average pavement luminance

L_{min} - minimum pavement luminance

L_{Vmax} - maximum veiling luminance

The desirable minimum maintained average illuminance levels in foot candle (fc) for marked crosswalks at street intersection should be equal or above the stated values in the following tables depending upon pedestrian conflict levels at each location. Please see RP8-14 for additional information on pedestrian conflict areas.

(Tables 4, 5 and 6 taken from RP-8-14)

Table 4 - Recommended Values for High Pedestrian Conflict Areas

Maintained Illuminance Values for Walkways			
	E_{avg} (lux/ft)	E_{Vmin} (lux/ft)	E_{avg}/E_{min}^*
Mixed Vehicle and Pedestrian	20.0/2.0	10.0/1.0	4.0
Pedestrian Only	10.0/1.0	5.0/0.5	4.0

Table 5 - Recommended Values for Medium Pedestrian Conflict Areas

Maintained Illuminance Values for Walkways			
	E_{avg} (lux/ft)	E_{Vmin} (lux/ft)	E_{avg}/E_{min}^*
Pedestrian Areas	5.0/0.5	2.0/0.2	4.0

Table 6: Recommended Values for Low Pedestrian Conflict Areas

Maintained Illuminance Values for Walkways			
	E_{avg} (lux/ft)	E_{Vmin} (lux/ft)	E_{avg}/E_{min}^*
Rural/Semi-Rural Areas	2.0/0.2	0.6/0.06	10.0
Low Density Residential (2 or fewer dwelling units per acre)	3.0/0.3	0.8/0.08	6.0
Medium Density Residential (2.1 to 6.0 dwelling units per acre)	4.0/0.4	1.0/0.1	4.0

E_{avg} - minimum maintained average horizontal illuminance at pavement

E_{min} - minimum horizontal illuminance at pavement

E_{Vmin} - minimum vertical illuminance at 1.5m above pavement

*Horizontal only

Desirable illuminance values for marked midblock crosswalks are as follows:

- Minimum Maintained Average Horizontal Illuminance at pavement ≥ 0.5 fc
- Minimum uniformity ratio (Avg/Min) ≤ 4.0
- Minimum vertical illuminance at 5 ft above pavement ≥ 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.

Street Classification Criteria

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 two items, the designer should take into consideration the roadway classification definitions per RP-8-00 & RP-8-14. Please refer to those documents for additional information.

Pedestrian Conflict Area Classification Criteria

Three pedestrian classification levels are used per RP-8-00 & RP-8-14. Please refer to those documents for additional information.

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.

DRAFT



City of Sunnyvale

Agenda Item

20-0185

Agenda Date: 2/27/2020

2020 COUNCIL STUDY ISSUE

NUMBER

DPW 20-01

TITLE Reducing the City of Sunnyvale's Fossil Fuel Infrastructure and Equipment

BACKGROUND

Lead Department: Department of Public Works

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

Sponsor(s): Sustainability Commission

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

SCOPE OF THE STUDY

What precipitated this Study?

The Climate Action Playbook (adopted August 2019) includes Strategies 2 and 3 to decarbonize buildings and transportation. The Sustainability Commission has proposed that the City should review methods to support these Strategies and proactively prepare the City's infrastructure to ensure a transition to decarbonizing the City's facilities, operations, and vehicles. Furthermore, identifying ways to implement targets in the Climate Action Playbook Strategies 2 and 3, also supports Council Policy 1.1.9 - Sustainable Development and Green Buildings, as well as Council Policy 3.7.2 - Reduction of Carbon Dioxide Emissions from City Operations.

What are the key elements of the Study?

The intent of the Study is to ascertain what would be required to reduce the City's fossil fuel infrastructure and equipment to optimize energy efficiency, electrify buildings and equipment, increase zero-emissions City fleet, and decarbonize City buildings.

Key Elements:

- 1) Identify fossil fuel infrastructure within the City that, under normal circumstances would need preventive maintenance, repair or replacement over the next 30 years (the span of the Climate Action Playbook targets). This could include, but is not limited to, underground gasoline fuel tanks and associated equipment for supplying gasoline fleet vehicles (e.g., police, fire, general); natural gas vehicle fleet capital equipment; equipment that uses natural gas (such as for heating buildings and water) at City facilities; and natural gas pipelines throughout the City.
- 2) Comprehensively evaluate a pathway for electrifying all City-controlled vehicles, including those under contract (such as recycling/garbage).
- 3) For each category of infrastructure, identify the projected amount of money that would be

needed to replace existing or anticipated future infrastructure with new non-fossil fuel infrastructure through 2050.

- 4) Develop a plan to phase out (or minimize) fossil fuel use in City operations and use associated savings to calculate costs of alternatives and return on investment. Use current funding to replace existing infrastructure with electric or renewable energy infrastructure in alignment with the Climate Action Playbook priorities.

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:	\$500,000
Funding Source:	Will seek budget supplement

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

Cost to Implement Study Results

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

EXPECTED CITY COUNCIL, BOARD OR COMMISSION PARTICIPATION

Council-Approved Work Plan: No

Council Study Session: No

Reviewed by Boards/Commissions: Sustainability Commission

STAFF RECOMMENDATION

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

Identifying fossil fuel infrastructure and equipment and examining a pathway to electrification is essential for the City to decarbonize its buildings, fleet, and other infrastructure over the next 30 years and achieve the City's Climate Action Playbook targets for Strategies 2 and 3.

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

As a part of the City's Climate Action Playbook implementation, the City has immediate plans to begin addressing fossil fuel infrastructure by addressing its end uses, namely use of fossil fuels in buildings and vehicles. Specific Next Moves that address this are:

- Move 2.D - Electrify municipal buildings upon rebuild or significant remodel, including Civic Center, and
- Move 3.L - Electrify Municipal Fleet as vehicles are replaced and continue to seek incentives for electric vehicles and charging infrastructure.

Addressing the end uses through these moves will facilitate eventual phasing out fossil fuel

infrastructure that serves buildings and the fleet today.

Furthermore, there is a limited or no market for certain types of electric vehicles and equipment, such as police interceptors, backhoes, and fire trucks. All of these may still require ongoing support infrastructure, such as underground fuel tanks, and for the foreseeable future will be dependent on fossil fuel. An evaluation of how all existing buildings can be converted from natural gas to electricity, heavy-duty and public safety vehicles to electric, plus viable options for non-fossil fueled backup generators should wait until technology evolves a bit further. For this reason, staff recommends that this Study Issue be deferred to a later date.

Prepared by: Tamara Davis, Sr. Management Analyst

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

Reviewed by: Ramana Chinnakotla, Director, Environmental Services

Reviewed by: Teri Silva, Assistant City Manager

Approved by: Kent Steffens, City Manager



City of Sunnyvale

Agenda Item

20-0120

Agenda Date: 2/27/2020

2020 COUNCIL STUDY ISSUE

NUMBER

DPW 20-02

TITLE Improve Bicycle and Pedestrian Access at Sunnyvale Caltrain Station

BACKGROUND

Lead Department: Public Works

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

Sponsor(s): Bicycle and Pedestrian Advisory Commission

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

SCOPE OF THE STUDY

What precipitated this Study?

The Bicycle and Pedestrian Advisory Commission requests evaluation of the existing pedestrian and bicycle access to the Sunnyvale Caltrain Station north and south of the station. The Sunnyvale Caltrain Station is a major transportation hub for the City providing access to and from the downtown area. Currently the station serves over ten northbound trains during the morning commute (6 a.m. to 9 a.m.) and over ten southbound trains during the evening commute (4 p.m. to 7 p.m.), as well as five VTA bus transit lines. The station is bicycle-friendly with 74 bicycle lockers and bicycle accommodations on most transit lines.

The station is adjacent to Evelyn Avenue which provides direct access for the area south of the railroad. Access to the station north of the railroad can be made through a pedestrian opening to the station at the intersection of North Frances Street and West Hendy Avenue. In addition, there is an unpaved pedestrian pathway leading to the station from the City-operated parking lot north of the railroad under the Mathilda Avenue overpass.

The City-operated parking lot is accessible by vehicle through the Sunnyvale Business Park driveway on California Avenue west of Mathilda Avenue. At the southeast corner of the parking lot, there are 12 bicycle parking lockers. The unpaved pedestrian pathway connecting to the Caltrain southbound platform is on the south side of the parking lot to serve Caltrain patrons that park in the City lot.

What are the key elements of the Study?

The purpose of the Study is to make recommendations for improvements to signage, access paths, roadways, traffic control and bicyclist/pedestrian amenities. The Study will also determine areas for the inclusion of public art displays. Finally, the Study will include an evaluation of right-of-way

restrictions, feasibility of improvements and possible sources of funding.

The Study will include several elements to produce a full evaluation of bicycle and pedestrian accessibility of the Caltrain Station. One of the components of the Study will be a land survey to determine right-of-way constraints between the City, Union Pacific Railroad, Caltrain, and private land owners that would affect proposed modifications. The land survey will also be used to determine American with Disability Act (ADA) compliance for existing and proposed facilities as well as geometric requirements for all proposed travel modes (i.e., bikeways, sidewalks, curb ramps, multi-use paths, etc.).

Another element of the Study will be a public outreach component to obtain information about station users. Public outreach will include a community workshop, an on-site commuter survey, and an online survey. The data collected from the public outreach efforts will be supplemented with weekday and weekend peak period bike and vehicle parking counts at the Caltrain lot as well as the City owned public parking lots in the area, driveway counts at the station entrance, and Caltrain rider counts with travel mode split.

Lastly, the Study will provide feasible recommendations for Sunnyvale Caltrain access improvements. These recommendations might include adding additional pedestrian and/or bicycle access from the neighborhood north of the station which may include increasing or decreasing the number of vehicle or bicycle parking spaces based on the analysis. All recommendations will include conceptual drawings of the proposed modifications with a cost estimate and any identifiable constraints. The Study will also include possible funding sources and eligible grants for design and construction of the recommended improvements.

The Sunnyvale Caltrain Station is in the northern area of the Downtown Specific Plan. The Study would be consistent with the goals, policies and vision statement of the Downtown Specific Plan or the Update to the Plan, if adopted by Council.

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:	\$ 350,000
Funding Source:	Will seek budget supplement

The cost associated with this study would be for consultant services to include in the project scope a detailed survey of the Caltrain station and adjacent properties, traffic data collection including bicycle and pedestrian counts, community outreach activities, conceptual plans with recommended improvements and cost estimates, and possible funding sources. City staff will work with the consultant throughout the project process in the development of the recommended improvements.

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: Yes

Council Study Session: No

Reviewed by Boards/Commissions: Bicycle and Pedestrian Advisory Commission

STAFF RECOMMENDATION

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

There is potential for improvements to the existing bicycle and pedestrian facilities and amenities near the Sunnyvale Caltrain Station that would improve access. Potential improvements may be at locations owned or maintained by various jurisdictions or entities. The Study would provide a plan for stakeholder coordination on the proposed improvements and construction. The stakeholders will include the City, Caltrain, VTA, the Sunnyvale Business Park, Downtown Business Association, and nearby residents. In addition, the Study will propose opportunities to acquire grant funding for feasible improvements.

Prepared by: Ralph Garcia, Senior Transportation Engineer

Reviewed by: Chip Taylor, Director, Public Works

Reviewed by: Teri Silva, Assistant City Manager

Approved by: Kent Steffens, City Manager



City of Sunnyvale

Agenda Item

20-0131

Agenda Date: 2/27/2020

2020 COUNCIL STUDY ISSUE

NUMBER

DPW 20-03

TITLE Waste Reduction Initiative in Sunnyvale Parks

BACKGROUND

Lead Department: Department of Public Works
Support Departments: Environmental Services Department
Office of the City Manager
Sponsor(s): Parks and Recreation Commission
History: 1 year ago: N/A
2 years ago: N/A

SCOPE OF THE STUDY

What precipitated this Study?

By creating opportunities to recycle in public spaces, municipalities can capture more materials for recycling, create and support a culture of recycling, and demonstrate the value of recycling materials. As a City, Sunnyvale has an opportunity to lead efforts to reduce garbage going to the landfill. Community Services and Parks staff regularly receive requests from residents and parks users to add recycling capabilities in Sunnyvale parks.

What are the key elements of the study?

This Study will consider the impact of separating waste (i.e., plastic, aluminum cans, food scraps, etc.) in Sunnyvale's public parks. The Study will analyze the fiscal impacts both operationally and in capital outlay required to separate waste at the park site rather than downstream at the Sunnyvale Materials Recovery and Transfer Station. The Study will also analyze the potential positive benefits, economic and social, of separating park waste on-site rather than further down the stream.

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 the Study is to hire a waste management consultant to evaluate current practices regarding waste generated in parks and to provide cost estimates to separate recyclables at park sites. The consultant will also be expected to provide feedback on potential benefits of

separating waste at parks. The level of effort is considered moderate as staff and management will be meeting with the consultant to advise on current practices, use of current infrastructure and other various challenges at each park site in the City.

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: Parks and Recreation Commission

STAFF RECOMMENDATION

Support. This policy issue merits discussion at the 2020 Study Issues Workshop.

Staff supports this Study Issue as it directly relates to the City's Policies and Goals:

Policy 3.2.1 Solid Waste Management - Goals and Policies

Goal 3.2E. Minimize potential future City liability for wastes generated in the City.

Goal 3.2F. Maintain sound financial strategies and practices that will enable the City to provide comprehensive solid waste management services to the community while keeping refuse rates at or below countywide averages for cities using cost of service pricing.

Prepared by: Jim Stark, Superintendent of Parks and Golf

Reviewed by: Cherise Brandell, Director, Library and Community Services

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

Reviewed by: Teri Silva, Assistant City Manager

Approved by: Kent Steffens, City Manager



City of Sunnyvale

Agenda Item

20-0140

Agenda Date: 2/27/2020

2020 COUNCIL STUDY ISSUE

NUMBER

DPW 20-05

TITLE Evelyn Avenue Multi Use Trail and Bikeway Study

BACKGROUND

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Lead Department: Public Works
Support Departments: Office of the City Manager
Office of the City Attorney
Sponsor(s): Bicycle and Pedestrian Advisory Commission
History: 1 year ago: N/A
2 years ago: N/A

SCOPE OF THE STUDY

What precipitated this Study?

This study will evaluate the potential of installation of a two-way Class I or Class IV bicycle facility on the north side of Evelyn Avenue between Bernardo Avenue and the Caltrain Station.

Evelyn Avenue is a two-lane east-west arterial that extends from the city limits at Mountain View, passes by the Sunnyvale Caltrain Station, through the Sunnyvale downtown district, then continues to Reed Avenue. It is located immediately south of the Caltrain railroad tracks from the western city limits to downtown Sunnyvale. Between the western city limits and Florence Street, and between S. Wolfe Road and Reed Avenue, Evelyn Avenue has a posted speed limit of 35 miles per hour (mph). Through downtown Sunnyvale, Evelyn Avenue has a posted speed limit of 30 mph. Sidewalks are present along both sides of the roadway for most of the corridor, except for the segment between the western city limits and Florence Street, where sidewalk is only present on the south side of the street. Class II bike lanes are present for the entire corridor, and on-street parking is permitted along certain segments of the roadway. There is also a center two-way left turn lane or median island on Evelyn Avenue for almost the entire corridor.

In January 2017, Councilmember Klein (now Mayor Klein) proposed a similar Study Issue to evaluate the development of a Class I bicycle and Pedestrian Trail along Evelyn Avenue adjacent to the Caltrain railroad tracks, between Sunnyvale and Mountain View. This Study Issue (DPW 17-12) was co-sponsored by Vice Mayor Larsson (now Councilmember Larsson) and Councilmember Melton (now Vice Mayor Melton). Councilmember Klein discussed this as an opportunity to create a pedestrian and bike friendly connection between Downtown Sunnyvale and Downtown Mountain View and connect two Caltrain Stations. The final categorization in 2017 for this Study Issue was Priority C, meaning the study would only be absorbed in the current year (2017) if capacity presented itself; if not, it would carry forward for City Council consideration in the next Study Issue cycle.

This Study Issue was brought back to City Council for ranking at the 2018 Study Issues Workshop. The City Council voted 7-0 to drop this Study Issue for two reasons: 1. Staff was getting ready to begin the Bicycle Plan Update (currently known as the Active Transportation Plan), and bicycle improvements on Evelyn Avenue would be included in the evaluation; 2. BPAC had other bicycle improvement priorities in the city. As a result, this Study Issue was dropped at the 2018 Study Issues Workshop.

The City is currently in the development process of the Active Transportation Plan (ATP), which includes the Bicycle Plan, Pedestrian Safety and Circulation Plan, and the Safe Routes to School. The ATP will evaluate the bicycle and pedestrian needs along the Evelyn Avenue Corridor and provide recommendations on the types of bicycle and pedestrian facilities that best serve the corridor.

On the eastern end of the corridor, Evelyn Avenue connects to the Lawrence Station Area Plan (LSAP) area via Aster Avenue, and to Santa Clara via Reed Avenue. Both Aster Avenue and Reed Avenue are part of the Lawrence Station Area Plan area, where the City is currently reviewing the potential roadway configuration for the two streets to better serve the land uses in the LSAP. The recommendations provided in the LSAP will be coordinated and consistent with the ATP.

There are two other projects Sunnyvale is currently working on that are in close proximity of Evelyn Avenue:

- **Bernardo Avenue Pedestrian/Bicycle Undercrossing** - Sunnyvale and Mountain View are currently working on a joint project to evaluate the alignment of a pedestrian/bicycle undercrossing under the existing Caltrain railroad track and Central Expressway at Bernardo Avenue. The alignment of the undercrossing ramp on the south side of the railroad tracks would likely be parallel to Evelyn Avenue.
- **Caltrain Grade Separations at Sunnyvale Avenue and Mary Avenue** - Sunnyvale is currently conducting a feasibility study on grade separating the railroad tracks at Sunnyvale Avenue and Mary Avenue. Several alternatives are being evaluated, which includes depressing Evelyn Avenue at Mary Avenue.

The City of Mountain View developed the Mountain View Transit Center Master Plan in March 2018, where they plan to incorporate a two-way Class IV Cycle Track along the north side of Evelyn Avenue from the eastern end of the Mountain View Transit Center to the Stevens Creek Trail/State Route 85 by removing one westbound travel lane. Eastbound Evelyn Avenue will remain as a two-lane roadway with a Class II bike lane. Between the Stevens Creek Trail and the Mountain View/Sunnyvale City Limits, which is approximately one-mile in distance, the existing Class II bike lane on both sides of Evelyn Avenue would remain.

Since Evelyn Avenue is identified as a Cross-County Bicycle Corridor in the Santa Clara Valley Transportation Authority (VTA) Countywide Bicycle Plan (May 2018) that connects neighboring cities, it should be evaluated to determine the most appropriate bicycle facilities that are similar to the bike improvements along the corridor.

What are the key elements of the Study?

The Study will include a review of existing bicycle usage and future forecasted usage on Evelyn

Avenue. It will also evaluate the most appropriate bicycle facilities for each segment of Evelyn Avenue based on roadway widths and travel patterns, and to be consistent with the Complete Streets policy and the recently adopted Vision Zero Plan. The Study will evaluate the feasibility of installing a two-way Class I Multi-Use path on the north side of the roadway between Bernardo Avenue and the Sunnyvale Caltrain Station. This will include the coordination with Caltrain to determine right-of-way constraints. The Study will perform an on-street parking study to determine the existing on-street parking usage and whether on-street parking could be removed. In addition, the Study will evaluate the feasibility of removing the two-way center turn lane and the potential operation impacts to the corridor. The Study will also alternatively study whether a Class IV Bikeway can be constructed along the same stretch in lieu of a Class I facility. The Study will also evaluate other bicycle improvements for locations with right-of-way constraints as well as improvements at the intersections along the corridor. In addition, the Study will evaluate how the proposed Bernardo Avenue undercrossing and the Grade Separations at Sunnyvale and Mary Avenues will interact with the bicycle and pedestrian facilities on Evelyn Avenue. Lastly, the Study will include public outreach to businesses and residents along the Evelyn Avenue Corridor and gather feedback on the preferred bicycle facilities on this corridor. The City will coordinate with the City of Mountain View to determine the feasibility of providing a continuous Class I or Class IV two-way facilities on the north side of Evelyn Avenue at the Sunnyvale/Mountain View city limits.

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:	\$ 350,000
Funding Source:	Will seek budget supplement

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 will work with the consultant throughout the process in the development of parking study, the recommended improvements, as well as the public outreach efforts.

Cost to Implement Study Results

Unknown. Study would include assessment of potential costs, including capital and operating, as well as revenue/savings for recommended improvements that are within the public right-of-way.

EXPECTED CITY COUNCIL, BOARD OR COMMISSION PARTICIPATION

Council-Approved Work Plan: Yes

Council Study Session: Yes

Reviewed by Boards/Commissions: Bicycle and Pedestrian Advisory Commission

STAFF RECOMMENDATION

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

The City is currently developing its Active Transportation Plan (ATP), which includes updating the City's Bicycle Master Plan. The ATP plan will evaluate the existing bicycle network, and provide recommendations for new bicycle infrastructure or improvements to existing bicycle facilities and prioritization of the projects for implementation. Therefore, this study issue should be deferred until

the ATP has been adopted, when we can consider this in relation to the recommended overall bicycle network.

Prepared by: Lillian Tsang, Principal Transportation Engineer

Reviewed by: Dennis Ng, Transportation and Traffic Manager

Reviewed by: Chip Taylor, Director, Public Works

Reviewed by: Teri Silva, Assistant City Manager

Approved by: Kent Steffens, City Manager



City of Sunnyvale

Agenda Item

20-0143

Agenda Date: 2/27/2020

2020 COUNCIL STUDY ISSUE

NUMBER

DPW 20-08

TITLE Create a New City Board and Commission or Staff Advisory Committee Focused on Mobility Issues, Especially Commutes Into and Out of the City

BACKGROUND

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

SCOPE OF THE STUDY

What precipitated this Study?

In August 2019, Sunnyvale adopted the Climate Action Playbook to set a vision for the city to reduce carbon emissions by 2050. Transportation is the largest source of greenhouse gas (GHG) emissions both in Sunnyvale and in the state of California. In Sunnyvale, transportation is responsible for 54% of the city's GHG emissions. In order to achieve the State of California's target emissions reductions of 40% below 1990 levels by 2030 and 80% below 1990 levels by 2050, the Climate Action Playbook proposes a goal to reduce vehicle miles traveled (VMT) by 20% by 2030.

Reducing VMT by 20 percent by 2030 will require transformations in lifestyle, infrastructure, and technology. It is advisable to have a standing board and commission or advisory committee to guide staff or Council in mobility related planning and policy development. Boards and commissions advise Council on specific policy issues and provide a forum and opportunity for broad community input. Advisory committees assist staff with legislative decision-making on specific topics. Establishing a new board and commission or advisory committee would facilitate more in-depth education, dialogue, and deliberations on relevant policy issues and will, therefore, provide a more open and transparent public review process. It would also provide a forum for residents, employees, and employers to understand and provide input on regional decisions affecting our collective ability to achieve our goals to reduce VMT and related congestion issues.

What are the key elements of the Study?

Establishment of a new board and commission or staff advisory group would need to be considered by the Council (per Council Policy 7.3.1 Legislative Management). The study should compare the roles and responsibilities between a board and commission and staff advisory committee for Sunnyvale. It should identify jurisdictions with a mobility related board and commission or staff

advisory committee. The Study should summarize their roles and responsibilities, and perform a comparison of those jurisdictions' boards and commissions/committees with Sunnyvale's existing mobility-related boards and commissions/committees. It will identify existing boards and commissions/advisory committees in Sunnyvale with similar goals and mission.

Another element of the Study will be a public outreach component to obtain input from the community. Public outreach will include a community workshop and an online survey to gather input on how the city can provide a more open and transparent public review process. It will also provide recommendations on how to help facilitate residents, employees and employers understand how they could contribute to and comply with the City's policies on greenhouse gas reduction.

The Study should develop a recommendation of whether a) to create a new board and commission or advisory committee, b) to assign additional roles to an existing board and commission/advisory committee, or c) to restructure any existing mobility-related boards and commissions/advisory committees. If the recommendation is to create a new board and commission/advisory committee, the Study will include a review of the City Council Policy to determine how overlapping roles and responsibilities could be resolved between the new board and commission/advisory committee and existing boards and commissions/advisory committees.

The Study will also include recommendations on membership numbers, membership requirements, term duration, meeting location, meeting frequency, dates, and the required staff resources needed to support the mobility-related board and commission/advisory committee. In addition, the Study should consider the board and commission/advisory committee's potential role concerning GHG reduction strategies, implementation of Climate Action Playbook programs, and advocacy and communication to the public.

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:	\$350,000
Funding Source:	Will seek budget supplement

The cost associated with this Study would be for consultant services to conduct research on jurisdictions with a mobility-related board and commission/advisory committee and their roles and responsibilities, to compare the findings with current boards and commissions/advisory committees in Sunnyvale, and to make a recommendation on whether to form a new board and commission/advisory committee. City staff will work with the consultant throughout the project process in the development of the 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: N/A

STAFF RECOMMENDATION

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

The Sunnyvale Bicycle and Pedestrian Advisory Commission acts in an advisory role to the City Council on bicycle and pedestrian issues and provides recommendations on bicycle and pedestrian infrastructure improvements. Through these efforts, the City works toward shifting from vehicular travel to alternative mobility travel modes such as walking, biking and taking transit. The Sunnyvale Sustainability Commission acts in an advisory capacity to the City Council to provide expertise on major policy areas related to the environmental sustainability goals of the Climate Action Plan (CAP) and General Plan. Sunnyvale also has an Advisory Committee on Accessibility, which provides input to City staff on accessibility and mobility issues.

The proposed Board and Commission or staff Advisory Committee would be partially redundant and overlap the efforts in providing guidance to the City Council and staff since the already formed Boards and Commissions and Staff Advisory Committee are currently working in the same capacity.

Prepared by: Ralph Garcia, Senior Transportation Engineer, Public Works

Reviewed by: Chip Taylor, Director, Public Works

Reviewed by: Ramana Chinnakotla, Director, Environmental Services

Reviewed by: Teri Silva, Assistant City Manager

Approved by: Kent Steffens, City Manager



City of Sunnyvale

Agenda Item

20-0144

Agenda Date: 2/27/2020

2020 COUNCIL STUDY ISSUE

NUMBER

DPW 20-09

TITLE Subsidized Public Transit

BACKGROUND

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

SCOPE OF THE STUDY

What precipitated this Study?

One of the key areas of the Climate Action Plan 2.0 is to reduce the vehicle miles traveled metric; the use of public transit will be a key element in the success of reducing greenhouse gas emissions (GHG). This Study Issue would investigate the use of reduced fares for public transit to encourage more use. The study would encompass all forms of mass transit including VTA, Caltrain, ACE train, and any other type of alternate transit available to the residents of Sunnyvale.

The Study would investigate the barriers to the use of public transit, including cost, convenience, and time, and determine if a reduced fare would increase ridership.

The Study would also include data from other cities that provide subsidies to transit riders including San Francisco, Portland, and Baltimore. The study of cities that currently offer reduced fare structures will be important in understanding what does work and what does not work as well as give some insight into the cost for offering reduced fares.

What are the key elements of the study?

Study of subsidized public transit for Sunnyvale residents will need to include a survey of residents to determine commute patterns, barriers, public perception of transit, and willingness to use public transit based on accessibility, service areas, reliability, and travel times. Input from transit operators will be included to determine how increased ridership can be accommodated within their business model and its potential impacts. The Study would also identify what makes jurisdictions that offer subsidized public transit successful, how they compare to Sunnyvale in resident demographics, land use, transit density/service, jurisdictional characteristics, and quantify the cost of commuting. Additionally, the appropriate level of public transit subsidy and how the subsidy will be funded, will

need to be studied.

The cost to fund a subsidized transit program could be significant as it would also need to include staff time, online support, the cost of the transit passes, and the coordination with various transit agencies such as VTA, Caltrain, and Altamont Corridor Express (ACE). The coordination would need to include determining whether the current transit capacity could accommodate the new demand that this program would create.

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:	\$300,000
Funding Source:	Will seek budget supplement

The cost associated with this Study will be for consultant services to determine the feasibility and process in implementing a transit subsidy program. The analysis will include a review of policies, travel demand, socioeconomic factors, and City operating costs to implement the program. The analysis will also include community outreach events and surveys.

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: Yes

Council Study Session: Yes

Reviewed by Boards/Commissions: Sustainability Commission

STAFF RECOMMENDATION

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

Many development projects within the City have requirements to reduce the number of trips to and from the development. As those projects implement measures to reduce trips such as shuttles, bicycle storage, transit subsidies and carpool incentives, a number of trips will be reduced throughout the City.

As part of the Peery Park Specific Plan, a shuttle will provide services around and within the Peery Park Specific Plan Area for residents and commuters. The shuttle would be provided for free for the first two years with a grant from the Metropolitan Transportation Commission (MTC) with the likelihood of continuation as part of the Transportation Management Association (TMA) in Peery Park. Depending on the success of this program, there is the potential of increasing the service area and partnering with neighboring jurisdictions to provide a local shuttle service.

Also, Sunnyvale Community Services (SCS), a nonprofit emergency assistance agency, is currently providing subsidized monthly VTA bus passes to qualified low-income individuals and families. In

October, SCS increased the number of monthly VTA bus passes they offer from 201 to 286, and in the future, the number of passes might increase depending on available funding.

Prepared by: Lillian Tsang, Principal Transportation Engineer, Public Works

Reviewed by: Chip Taylor, Director, Public Works

Reviewed by: Ramana Chinnakotla, Director, Environmental Services

Reviewed by: Teri Silva, Assistant City Manager

Approved by: Kent Steffens, City Manager



City of Sunnyvale

Agenda Item

20-0100

Agenda Date: 2/27/2020

2020 COUNCIL STUDY ISSUE

NUMBER

DPW 20-11

TITLE Evaluate Feasibility of Dog Off-leash Hours in Select Sunnyvale Park(s)

BACKGROUND

Lead Department: Department of Public Works

Support Departments: Office of the City Manager
Office of the City Attorney
Library and Community Services

Sponsor(s): Parks and Recreation Commission

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

SCOPE OF THE STUDY

What precipitated this Study?

A group of residents attended both City Council and Park and Recreation Commission meetings requesting off-leash dog hours at one or more City parks. Residents suggested that City parks should have specified hours during the day where the public can let their dogs run off-leash in select areas. Some of the benefits of off-leash dog parks mentioned during public comment include: promoting good canine physical health and socialization, a positive way to meet your neighbors and build community and not having to drive to a dog park.

Also, some nearby cities such as Mountain View and Foster City do currently provide off leash dog hours in selected City Parks. Cupertino is currently doing a 10-month off-leash dog area trial at Jollyman Park due to end on July 31, 2020. Residents highlighted this during public comment at both Park and Recreation Commission and City Council meetings.

What are the key elements of the Study?

This Study will consider the impact of allowing dogs to be off-leash during specified hours in City parks. In addition to analyzing the positive benefits of allowing dogs to be off-leash, the Study will analyze the potential effect on other park users, user groups such as soccer and little league baseball, effect on park maintenance and exposure to potential legal liabilities for both the City and residents. The Study will also provide recommendations related to best practices for allowing off-leash dog areas in City parks (i.e. rules, location, hours, etc.) including, a possible pilot project.

Completion of this Study will provide data to assist in evaluating the feasibility of allowing off-leash dog hours in Sunnyvale parks.

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

The cost associated with the Study is to hire a consultant to conduct the feasibility study. The level of effort is considered moderate as staff will be facilitating public outreach, meeting with the consultant to advise on current and past practices, reviewing park locations and history and consider any necessary changes to the Municipal Code. The Study would also include an assessment of potential costs including operating and capital.

Cost to Implement Study Results

Unknown. Study would assess potential costs.

EXPECTED CITY COUNCIL, BOARD OR COMMISSION PARTICIPATION

Council-Approved Work Plan: No

Council Study Session: Yes

Reviewed by Boards/Commissions: Parks and Recreation Commission

STAFF RECOMMENDATION

Support. This policy issue merits discussion at the 2020 Study Issues Workshop.

Currently, the only public areas in the City where dogs are allowed off-leash are the fenced in dog parks at Las Palmas Park and Seven Seas Park. The Study will give City staff and City Council the necessary information to make an informed decision whether to move forward with allowing dogs to be off leash during certain hours at select City parks.

Previously in 2013, the feasibility of off-leash alternatives was looked at as part of *Study Issue DPW 13-14 Feasibility of Establishing Additional Dog Parks and Alternatives in Sunnyvale's Park System*. On July, 23, 2013 City Council considered this item in *RTC 13-178 Discussion and Possible Action Regarding Feasibility of Establishing Additional Dog Parks and Off-Leash Alternatives in Sunnyvale's Park System and Budget Modification No. 2*. City Council voted in favor of Alternative 1 - Approve Budget Modification No. 2 to appropriate \$100,000 from the Park Dedication Fund in FY 2013/14 for the purpose of making improvements to Las Palmas Dog Park, including the addition of natural grass and a separate area for small dogs. Council also approved Alternative 2 - Approve inclusion of new dog parks at Lakewood and Fair Oaks Parks as part of the scopes of work for the approved major renovation capital projects at each site in the Park Dedication Fund 20-year plan. However, Council did not approve Alternative 3 which would have directed staff to amend the Municipal Code to allow dogs off-leash at designated locations and times in Sunnyvale's Park system and establish rules for such under the authority of the Director of Public Works. At that time, there were concerns from a risk management and liability perspective that unfenced, off-leash options posed a substantial risk due to the unpredictability of dog behavior. Many residents that frequently use parks also opposed having off-leash areas, based on negative experiences with off-leash dogs.

Since there are new pilot and trial studies in nearby cities, the data from those trials would help provide additional information for this analysis that would be different from the previous analysis in 2013.

Prepared by: Jim Stark, Superintendent of Parks

Reviewed by: Damon Sparacino, Superintendent of Community Services

Reviewed by: Cherise Brandell, Director, Library and Community Services

Reviewed by: Chip Taylor, Director, Public Works Department

Reviewed by: Teri Silva, Assistant City Manager

Approved by: Kent Steffens, City Manager



City of Sunnyvale

Agenda Item

20-0243

Agenda Date: 2/27/2020

2020 COUNCIL STUDY ISSUE

NUMBER

DPW 20-12

TITLE Roadway Safety at El Camino Real and Poplar Avenue

BACKGROUND

Lead Department: Department of Public Works

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

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

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

SCOPE OF THE STUDY

What precipitated this Study?

El Camino Real (State Route 82) is a six-lane divided arterial that extends from the city limits at Mountain View to the city limits at Santa Clara. The roadway is a regionally significant arterial corridor with primarily retail and commercial land uses along the corridor, but there are changes underway to consider more residential developments along the corridor. El Camino Real is owned and operated by the State of California.

Petersen Middle School is located one block south of the intersection of El Camino Real and Poplar and students regularly cross through the intersection. The City has adopted a Vision Zero Plan but does not include the intersection of El Camino Real/Poplar Avenue as part of the priority improvement locations and part of the critical network. Staff is also working on the preparation of an Active Transportation Plan, which includes a Safe Routes to School and Bicycle plan at the intersection of El Camino Real and Poplar Avenue.

What are the key elements of the Study?

The Study will include a review of collisions, existing sight distances, lighting levels, traffic volumes, corridor operations, the City's Active Transportation Plan (Bicycle Master Plan, Pedestrian Circulation Plan and Safe Routes to School Plan) and El Camino Real Corridor Specific Plan. The principles and practices described in the City's Vision Zero Plan will be used as part of the Study. The Study could lead to specific safety improvements at the intersection; some examples may be: curb bulbouts, protected left turn movements, signal timing improvements, sharrows on Poplar Avenue, high visibility crosswalks, advanced limit lines or advance warning signs. As the Study involves the intersection of El Camino Real at Poplar Avenue, the City will coordinate the Study with Caltrans. Coordination and outreach will also be included with Santa Clara Unified School District, Peterson Middle School, the surrounding neighborhood and public. The Study will not include the study of the reduction of the speed limit on El Camino Real or establishing a school speed limit, as Caltrans

determines the safest and most appropriate speed limit for the roadway based on the California Vehicle Code and the California Manual for Uniform Traffic Control Devices.

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:	\$125,000
Funding Source:	Will seek budget supplement

The cost associated with the Study would be for consultant services to perform the study as described under the Key Elements of the Study, as well as to conduct community outreach activities and to coordinate with Caltrans staff. City staff will work with the consultant throughout the project process in development of the Study, recommended improvements, coordination with Caltrans and public outreach efforts.

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: N/A

STAFF RECOMMENDATION

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

Caltrans is currently in the process of studying the intersection of El Camino Real at Poplar Avenue for improvements such as signing and striping. They have already implemented signal timing improvements such as Leading Pedestrian Intervals, all-red intervals and increased pedestrian walk and don't walk times. Caltrans has also changed the crosswalks crossing El Camino Real to high visibility crosswalks. The City is currently in the process of completing the Active Transportation Plan, which will review Poplar Avenue from a pedestrian and bicyclists perspective and streets surrounding Peterson Middle School from a Safe Routes to School perspective. Through the Active Transportation Plan, operational efforts by staff and discussions with the Santa Clara Unified School District, improvements in the school area may be developed and implemented.

Prepared by: Dennis Ng, Transportation and Traffic Manager

Reviewed by: Chip Taylor, Director, Public Works

Reviewed by: Teri Silva, Assistant City Manager

Approved by: Kent Steffens, City Manager



City of Sunnyvale

Agenda Item

20-0270

Agenda Date: 2/27/2020

2020 COUNCIL STUDY ISSUE

NUMBER

DPW 20-13

TITLE Lighting of Current and Future City Owned Dog Parks

BACKGROUND

Lead Department: Department of Public Works

Support Departments: Office of the City Manager

Office of the City Attorney

Sponsor(s): Councilmembers: Fong, Melton, Larsson, Klein

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

SCOPE OF THE STUDY

What precipitated this Study?

The City of Sunnyvale has two fenced dog parks (Las Palmas and Seven Seas) where dogs may be off leash. Neither of these dog parks have lighting. Due to the lack of lighting, especially during daylight savings, the dog parks become quite dark in the evening and early morning hours. The parks are also closed from sunset to sunrise, which means the dog parks are closed as well. There has been a desire by some members of the community to have additional hours at the dog park, which would require lights to be installed. However, the addition of hours at the park and installation of lighting to the dog parks may raise concerns from adjacent neighbors and environmentalists due to the increase of activity and artificial lighting during nighttime hours.

What are the key elements of the Study?

The scope of the Study would include the evaluation of adding lights at both existing and future dog parks located within Sunnyvale. The Study would evaluate the Policy and Park rules related to activities after sunset, when the parks currently close and what policies and rules would need to be modified to accommodate activities if the City added lighting. The Study would look at the impacts including but not limited to, public safety, nearby residents and nighttime light pollution. The Study would also evaluate different types of options for lighting the dog parks and the pathways from the parking lots and other areas to the dog parks. For example, aside from pathway lighting, Las Palmas Park does not have lights for the athletic field nor the passive use areas of the Park. The Las Palmas Tennis Center adjacent and to the north of the dog park is a lit facility until 10:00 p.m. Seven Seas Park, which includes the City's second dog park, only has pathway lighting, which is consistent with its status as a neighborhood serving park. Both Las Palmas Park and Seven Seas Park have adjacent residential housing that may be impacted by new dog park lighting. Different types of lighting will be considered (i.e., solar, motion sensor, etc.). The Study will not evaluate the potential need for additional dog parks or on/off lease as it relates to policy or the Sunnyvale Municipal Code.

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

Non-budgeted costs would include hiring a consultant to conduct an analysis and community outreach of the impact of lighting at current and future dog parks as it relates to public safety, impact to nearby residents, environmental concerns, quality of life and other potential impacts that may arise.

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 the 2020 Study Issues Workshop.

With the increase in Sunnyvale's resident population there has also been an increase in dog park usage. Lighting the City's dog parks would increase the time residents have to use the City's dog parks. Concerns regarding the impact to quality of life for nearby neighbors, environmental concerns and fiscal impact will also need to be addressed.

Prepared by: Jim Stark, Superintendent of Parks
Reviewed by: Chip Taylor, Director of Public Safety
Reviewed by: Teri Silva, Assistant City Manager
Approved by: Kent Steffens, City Manager



2020 Study Issues Workshop
Status Report: Continuing and Completed Study Issues
Public Safety

DPS

Continuing Study Issues

Number	Study Issue and Status
DPS 19-01	Ban the Sale of Flavored Tobacco Products <i>The presentation date to Council for this study is March 31, 2020.</i>

Completed Study Issues

Number	Study Issue	Date Completed
	<i>n/a</i>	

2020 Study/Budget Issues Workshop
Summary Worksheet: Study Issues Proposed for Council Consideration

Version: 2/11/2020

#	Title	Required Staff Effort	Cost of Study	Cost to Implement*	B/C Rank	Dept. Rank
ESD 17-01	Eliminate the Use of Chemical Pesticides on City Owned or Leased Property	Major	\$ 100,000	Unknown	SC/PRC-1	1
ESD 19-02	Encourage Adoption of Electric Vehicles	Moderate	\$ 100,000	Unknown	SC-Drop PC- TBD 2/24	Drop

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



2020 Study Issues Workshop
Status Report: Continuing and Completed Study Issues
Environmental Services

ESD

Continuing Study Issues

Number	Study Issue and Status
ESD 19-01	Single Use Plastics Strategy <i>The proposed presentation date to Council for this study is August 2020.</i>

Completed Study Issues

Number	Study Issue	Date Completed
ESD 13-05C	Eco-district Feasibility and Incentives	12/10/2019
ESD 18-01	Encouraging Heat Pump Water and Space Heating	8/13/2019



City of Sunnyvale

Agenda Item

20-0137

Agenda Date: 2/27/2020

2020 COUNCIL STUDY ISSUE

NUMBER

ESD 17-01

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

BACKGROUND

Lead Department: Environmental Services
Support Departments: Office of the City Manager
Office of the City Attorney
Public Works
Library and Community Services
Sponsor(s): Sustainability Commission
History: 1 year ago: Deferred by Council
2 years ago: Below the Line

SCOPE OF THE STUDY

What precipitated this Study?

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

What are the key elements of the Study?

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

Key Study elements include:

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

real application.

- Study cost of implementing a public outreach program to encourage pesticide elimination at homes, schools and businesses and provide information on alternative control means.
- Through a survey of residents and businesses, identify level of awareness and concern by the public on this topic and the desire for the City to devote attention to further pesticide reduction and eventual elimination.
- Benchmark and monitor progress of other cities in the region who have undertaken similar actions.
- Review the City's IPM Plan (effective June 1, 2010) and consider cost/benefit to add:
 1. Public notification prior to the application of pesticides in public areas;
 2. Reporting measures to allow the public to be informed on the quantities of each chemical pesticide used by the City (or associated contractors) on an annual basis; and
 3. Annual targets for reduction of pesticide use down to zero.

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:	\$100,000
Funding Source:	Would seek budget supplement

The Study would be completed with a mix of staff time and additional consultant services. DPW is responsible for landscape management including the application of pesticides and herbicides on City property. ESD, with support from DPW, will take the lead in evaluating the public outreach aspects of the study and complete a survey of residents and businesses. The consultant, with management from ESD and support from DPW staff, will survey and monitor what other cities in the area have undertaken for similar projects, complete a cost analysis for current practices and possible changes, and identify options for a pilot project and costs associated with it. The cost does not anticipate a time-in-motion study to estimate potential cost impacts of chemical alternatives such as mechanical weed removal. The determination of the net cost impact of chemical alternatives, as identified in the study scope, would be estimated based on research of cost impacts experienced by the benchmarked communities. Additional funding beyond the \$100,000 may be needed to conduct time-in-motion studies and such costs will be included in the development of the potential pilot project to measure costs/savings in a real application as identified in this Study Issue.

Cost to Implement Study Results

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

EXPECTED CITY COUNCIL, BOARD OR COMMISSION PARTICIPATION

Council-Approved Work Plan: No

Council Study Session: No

Reviewed by Boards/Commissions: Sustainability, Parks and Recreation

STAFF RECOMMENDATION

Support. This policy issue merits discussion at the 2020 Study Issues Workshop.

The City's current IPM policy has been in place since 2010. City maintenance staff receives annual training on the IPM policy and contractors are required to also comply with the policy when working on City property. In accordance with the IPM policy, pesticides are used only after other controls have been considered and applied. Additionally, the City provides education on IPM at environmental outreach events and participates in regional educational campaigns and hosts sustainable landscaping classes in partnership with the Bay Area Water Supply and Conservation Associate in spring and fall. While staff believes that the City's IPM Policy has been effective and overall use of pesticides of concern is minimal, staff supports Council consideration of the Study and an evaluation of the program.

Other cities in the region are piloting (Mountain View and San Mateo), or implementing (Menlo Park) the elimination of pesticides in city parks (Reference [Menlo Park action in February 2018](https://www.menlopark.org/DocumentCenter/View/16607/I2---Herbicide-Free-Parks?bidId=>) [<https://www.menlopark.org/DocumentCenter/View/16607/I2---Herbicide-Free-Parks?bidId=>](https://www.menlopark.org/DocumentCenter/View/16607/I2---Herbicide-Free-Parks?bidId=>) to eliminate herbicide use on all City parks. Menlo Park is also considering eliminating herbicide use on medians and sports fields maintained by the City).

Prepared by: Melody Tovar, Regulatory Programs Division Manager, Environmental Services

Reviewed by: Ramana Chinnakotla, Director, Environmental Services

Reviewed by: Chip Taylor, Director, Public Works

Reviewed by: Teri Silva, Assistant City Manager

Approved by: Kent Steffens, City Manager



City of Sunnyvale

Agenda Item

20-0138

Agenda Date: 2/27/2020

2020 COUNCIL STUDY ISSUE

NUMBER

ESD 19-02

TITLE Encourage Adoption of Electric Vehicles

BACKGROUND

Lead Department: Environmental Services Department

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

Sponsor(s): Sustainability Commission

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

SCOPE OF THE STUDY

What precipitated this Study?

On-road transportation is the largest contributor (54% of total) to communitywide greenhouse gas emissions in Sunnyvale. A combination of strategies is necessary to address these emissions, which includes, among others, fuel switching traditional gasoline powered private vehicles to zero emission or electric vehicles (EVs). With the implementation of Silicon Valley Clean Energy (SVCE), which provides carbon-free electricity to our community, Sunnyvale is poised to decarbonize transportation by fuel, switching from fossil fuel-driven vehicles to electric vehicles (EVs).

The Bay Area has witnessed rapid growth in both EV ownership as well as EV infrastructure in the last several years. As of 2017, several neighboring communities, such as Mountain View, Cupertino, Los Altos, and Saratoga, had greater electric vehicle (EV) adoption rates than Sunnyvale (Source: County of Santa Clara, Department of Motor Vehicles, 2018). With more than 44 battery electric and plug-in hybrid electric vehicles available to consumers and growing EV charging infrastructure at public and private locations in Sunnyvale, the City has an opportunity to advance the growth of EVs. Further, reducing emissions by fuel switching to EVs is aligned with Council's Policy Priority of Accelerating Climate Action and with the City's Climate Action Playbook (adopted August 2019) Strategy 3: Decarbonizing Transportation and Sustainable Land Use.

What are the key elements of the Study?

The Study would:

- Review best practices employed by leading cities for promoting adoption of EVs.

- Explore viable public outreach and education approaches to be implemented in Sunnyvale (possibly in partnership with SVCE) to provide information on: (a) electric vehicles, and (b) residential and workplace charger installations.
- Evaluate options for strengthening City policies to enhance requirements for direct installation of EV chargers or for pre-wiring to support them, in new construction and in significant remodels of existing buildings, for both residential and commercial properties.
- Evaluate options to encourage installation of public DC Fast-Charging (Level 3) infrastructure, including possible ownership, installation, and operation by third parties (e.g., Electrify America, Tesla).
- Study potential for establishing standards for placement and appearance of signage to direct EV drivers to public EV charging stations.
- Identify the key elements needed for electrifying the City's vehicle fleet, including funding strategies, modeled on cities that have already electrified their fleets.
- Evaluate potential for installing public EV charging stations in key city locations, including potential installations on City-owned streetlights.
- Identify costs and savings to the City, developers, residents and businesses of pursuing each of the potential actions above.
- Identify benefits to the community and the environment.

Estimated years to complete Study: 1-2 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 grant or partnership funding

Potential costs to the City to conduct this Study would be for consultant support to develop a Community EV Readiness and Infrastructure Plan that would address all the elements of this Study. In addition, it would require staff time to guide the consultant, to collaborate across departments (ESD, DPW and CDD), and to collaborate with external partners (SVCE or other cities).

Cost to Implement Study Results

Unknown. Study would include assessment of potential costs, including capital and operating, and identify cost-sharing opportunities such as partnering with SVCE, given that SVCE and neighboring jurisdictions have expressed a strong interest in collaboration around several of the elements in this study.

EXPECTED CITY COUNCIL, BOARD OR COMMISSION PARTICIPATION

Council-Approved Work Plan: No

Council Study Session: No

Reviewed by Boards/Commissions: Sustainability Commission, Planning Commission

STAFF RECOMMENDATION

Drop. This policy issue does not merit discussion at the 2020 Study Issues Workshop.

The City has recently adopted an updated Climate Action Playbook (adopted August 2019), which addresses the elements of this Study Issue. The Playbook identifies “Decarbonizing Transportation and Sustainable Land Use” as one of the six key strategies for reducing greenhouse gas emissions by 2050. Within this strategy, Play 3.3 specifically focuses on increasing zero-emission vehicles, and includes the following specific actions (called Next Moves) that the City plans to implement within the next three years:

- Move 3.J - Develop a Community EV Readiness and Infrastructure Plan
- Move 3.K - Promote and seek incentives for community adoption of EVs
- Move 3.J - Electrify municipal fleet as vehicles are replaced and continue to seek incentives for electric vehicles and charging infrastructure

The implementation of these Moves will address all the elements of the proposed Study, and many are already underway. For example, staff is working on the development of a community EV education and awareness program (anticipated to launch in spring 2020) and held a Sustainability Speaker Series event that featured an EV expo and a workshop on November 9, 2019.

In addition, interest from surrounding South Bay communities and SVCE on this topic provides opportunities for gaining information or developing collaborative programs to address several elements of this study. For example, SVCE has already developed an Electric Vehicle Infrastructure Joint Action Plan for identifying a strategy to enhance charging infrastructure in its service area.

Given adoption of the Playbook and the progress made on implementation, staff recommends dropping this topic as a study issue.

Prepared by: Nupur Hiremath, Environmental Programs Manager, Environmental Services Department

Reviewed by: Ramana Chinnakotla, Director, Environmental Services Department

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

Reviewed by: Trudi Ryan, Director, Community Development Department

Reviewed by: Teri Silva, Assistant City Manager

Approved by: Kent Steffens, City Manager

2020 Study/Budget Issues Workshop
Summary Worksheet: Study Issues Proposed for Council Consideration

Version: 2/11/2020

#	Title	Required Staff Effort	Cost of Study	Cost to Implement*	B/C Rank	Dept. Rank
FIN 19-02	Charter Amendment to Allow Best Value Selection when Contracting for Public Works Projects	Moderate	\$ -	\$ 155,000	N/A	Drop

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



2020 Study Issues Workshop
Status Report: Continuing and Completed Study Issues
Finance

FIN

Continuing Study Issues

Number	Study Issue and Status
FIN 19-01	Evaluate Options for Revisions to the Sunnyvale Business License Tax <i>Initial Council discussion was held at the Council Strategic Session on February 7, 2020. Staff is working on narrowing down options and identifying a public outreach strategy with a goal of presenting final recommendations to Council at the end of March 2020.</i>

Completed Study Issues

Number	Study Issue	Date Completed
	<i>n/a</i>	



City of Sunnyvale

Agenda Item

20-0187

Agenda Date: 2/27/2020

2020 COUNCIL STUDY ISSUE

NUMBER

FIN 19-02

TITLE Charter Amendment to Allow Best Value Selection when Contracting for Public Works Projects

BACKGROUND

Lead Department: Department of Finance

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

Sponsor(s): Councilmembers: Melton, Smith, Klein

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

SCOPE OF THE STUDY

What precipitated this Study?

During the Council discussion on December 4, 2018 related to the award of a design contract for Phase One of the Civic Center Modernization Project, the question of utilizing “Best Value” as a selection option for public works construction contracts vs. lowest responsive and responsible bid was raised by Councilmember Elect Fong. Currently, City Charter Section 1309 and Sunnyvale Municipal Code Section 2.09.160 require that contracts for public works be awarded to the lowest responsive and responsible bidder. Council raised the question of amending the City Charter to allow Best Value to be considered in the letting of a public works construction contract.

What are the key elements of the Study?

This Study would consider allowing the City to use an alternative procurement process for bidding public works contracts, identified as “Best Value Contracting.” Within the Best Value Contracting process, price would remain the primary criteria for evaluating a contractor; however, the City could also evaluate contractors on additional criteria, including, but not limited to: past performance, relevant experience, demonstrated management competence, financial condition, compliance with labor laws, and safety record. For large and complex projects this process could help ensure that the experience and expertise of competing contractors is considered.

Staff will research potential options for Best Value Contracting, its pros and cons, and how other agencies have implemented this type of procurement for construction contracts. Based on the findings of the Study, Council would provide direction to staff on whether to prepare a charter amendment to be placed on the ballot at a future municipal election.

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

Cost to Implement Study Results

Staff anticipates that the Study can be completed without additional funding. However, if Council directs staff to move forward with a charter amendment it is anticipated that an amount up to a total of \$155,000 would be needed. \$50,000 would be required to conduct a public education campaign and \$20,000 would potentially be needed for outside counsel, dependent on the workload of the City Attorney's Office at the time the ballot measure is being prepared. An additional \$85,000 would be required to place the measure on the ballot.

EXPECTED CITY COUNCIL, BOARD OR COMMISSION PARTICIPATION

Council-Approved Work Plan: No

Council Study Session: No

Reviewed by Boards/Commissions: No

STAFF RECOMMENDATION

Drop. Staff recommends dropping this Study Issue. Upon further review, Best Value Contracting opens the opportunity for inconsistent procurement practices across similar projects, and is challenging to administer fairly. Additional policy goals of specific major procurements can be included in the procurement specifications during bidding.

Prepared by: Timothy J. Kirby, Director of Finance

Reviewed by: Chip Taylor, Director of Public Works

Reviewed by: Teri Silva, Assistant City Manager

Approved by: Kent Steffens, City Manager



2020 Study Issues Workshop
Status Report: Continuing and Completed Study Issues
Public Safety

HRD

Continuing Study Issues

Number	Study Issue and Status
HRD 19-01	Develop a Workforce Initiative That Creates Partnerships to Develop a Pipeline for Students to Enter Public Sector Employment <i>Study Session held on 12/10/2019. Presentation to Council with final recommendations is expected in March 2020.</i>

Completed Study Issues

Number	Study Issue	Date Completed
	<i>n/a</i>	

2020 Study/Budget Issues Workshop
Summary Worksheet: Study Issues Proposed for Council Consideration

Version: 2/11/2020

#	Title	Required Staff Effort	Cost of Study	Cost to Implement*	B/C Rank	Dept. Rank
ITD 20-01	Establish a Formal Smart Cities Initiative and Potential Program	Major	\$ 125,000	Unknown	N/A	1

*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

20-0117

Agenda Date: 2/27/2020

2020 COUNCIL STUDY ISSUE

NUMBER

ITD 20-01

TITLE Establish a Formal Smart Cities Initiative and Potential Program

BACKGROUND

Lead Department: Information Technology Department

Support Departments: Office of the City Manager

Office of the City Attorney

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

History: 1 year ago: N/A

2 years ago: N/A

SCOPE OF THE STUDY

What precipitated this study?

The City has completed several Smart City initiatives, such as real-time traffic information, and completed the SmartCities Council Readiness Assessment in November 2017, which identified high-level areas where the City was making progress in various elements of Smart City initiatives. There is a growing trend for Cities to define and list prioritized initiatives as a Smart City. While Sunnyvale has made progress in many areas related to being a Smart City, our goals for becoming a Smart City have not been clearly defined. This study issue was requested by Councilmembers Fong, Goldman and Klein during the May 21, 2019 Council Session and will seek to establish a formal Smart City initiative and possible program.

What are the key elements of the study?

“Smart City” is a loosely defined term; however, many cities have begun to adopt a formal definition to include initiatives to implement and aligning projects strategically to Smart City goals. This Study Issue will receive assistance from a consultant who can help the City address the following questions/issues:

- What is Sunnyvale’s definition of a Smart City?
- What Smart City initiatives are applicable to the City?
- Which relevant initiatives should departments prioritize and implement?
- What is the 2- to 5-year roadmap for the City to incorporate Smart City benefits?
- What infrastructure changes are needed to promote Smart City initiatives?

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: \$125,000
Funding Source: Will seek budget supplement

The effort will employ the use of a consulting firm to conduct an assessment and identify potential Smart City initiatives. The consulting firm will work closely with the Information Technology Department, City Manager's Office and representatives from each City department so that a comprehensive definition and plan can be produced.

Cost to Implement Study Results

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

EXPECTED CITY COUNCIL, BOARD OR COMMISSION PARTICIPATION

Council-Approved Work Plan: Yes

Council Study Session: Yes

Reviewed by Boards/Commissions: No

STAFF RECOMMENDATION

Support. This policy issue merits discussion at the 2020 Study Issues Workshop.

At a minimum, the Study Issue will set the direction for future initiatives to be aligned with Smart City goals.

Prepared by: Kathleen Boutté Foster, Chief Information Officer

Reviewed by: Teri Silva, Assistant City Manager

Approved by: Kent Steffens, City Manager

2020 Study/Budget Issues Workshop
Summary Worksheet: Study Issues Proposed for Council Consideration

Version: 2/11/2020

#	Title	Required Staff Effort	Cost of Study	Cost to Implement*	B/C Rank	Dept. Rank
LCS 20-01	Include Diverse Groups of People in the Art Creation Process	Minor	\$ -	Unknown	AC-1	Drop
LCS 20-02	Evaluate the Feasibility of Sunnyvale Library and Community Services Hosting an Annual Halloween Pet Parade	Minor	High	Unknown	PRC-5	Drop
LCS 20-03	Assessment of Needs for Additional /Expanded Outdoor Sports Programs and Facilities	Moderate	\$ 65,000	Unknown	PRC-4	1

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



2020 Study Issues Workshop
Status Report: Continuing and Completed Study Issues
Library and Community Services

LCS

Continuing Study Issues

Number	Study Issue and Status
LCS 19-02	Consider Options for Establishing an Amnesty Program for Overdue Library Material Fines <i>A study session is scheduled for February 25, 2020.</i>
LCS 19-03	Explore Strategies to Promote Cultural Inclusion in City Programs and Services <i>The City has joined The Welcoming Network, a national organization promoting cultural inclusion that provides an assessment of community inclusivity. Staff anticipates a site visit occurring sometime in the fall of 2020. The proposed presentation date to Council for this study is December 2020.</i>

Completed Study Issues

Number	Study Issue	Date Completed
LCS 19-01	Options and Benefits of Establishing a Library Foundation	2/4/2020
LCS 17-02	Potential Membership in the Global Network of Age-Friendly Cities and Communities (GNAFCC)	6/20/2017



City of Sunnyvale

Agenda Item

20-0130

Agenda Date: 2/27/2020

2020 COUNCIL STUDY ISSUE

NUMBER

LCS 20-01

TITLE Include Diverse Groups of People in the Art Creation Process

BACKGROUND

Lead Department: Department of Library and Community Services

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

Sponsor(s): Arts Commission

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

SCOPE OF THE STUDY

What precipitated this Study?

The Arts Commission feels there is currently a lack of diversity being displayed in the artists selected for the public art projects in Sunnyvale. Members of the Commission feel that Sunnyvale should acknowledge and include Veterans, Native Americans, African-Americans, Hispanic-Americans, Asian-Americans, Seniors, disabled and those with special needs in its process of commissioning artworks.

What are the key elements of the Study?

The purpose of this Study is to consider requiring the public art projects in Sunnyvale to include specific populations or demographics in the consultation, design or commission phases. The key elements of this Study are as follows:

1. Analyze the current collection to identify potential gaps in representation from each population.
2. Review and identify best practices used by benchmark organizations that may have a similar requirement;
3. Recommend policy changes or program investments to fill identified gaps in service and/or policy;
4. Analyze costs and resources, including but not limited to: dedicated staff, operating budget and organization oversight;
5. Identify grants, donations and/or other outside resources available to advance cultural inclusion initiatives in public art projects; and
6. 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): Minor
Funding Required for Non-Budgeted Costs: \$ 0
Funding Source:

The Study would require minor 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 a draft policy to be developed by staff.

Cost to Implement Study Results

Unknown. Study and development of draft policy 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 Commission

STAFF RECOMMENDATION

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

The Arts Commission's current process already includes opportunities for the Commission to select diverse artists for public art projects. There is currently a study issue (LCS 19-03, Explore Strategies to Promote Cultural Inclusion in City Programs and Services) in progress, which will identify opportunities to include and reflect the City's diverse communities. Additionally, the Master Plan for Public Art will recommend "public art to better reflect the cultural diversity of the City." Finally, staff could work with the Arts Commission to develop an additional policy statement to clarify their intent to encourage diverse people in the art creation process to bring forward to Council without completing a Study.

Prepared by: Trenton Hill, Community Services Manager
Reviewed by: Damon Sparacino, Superintendent of Community Services
Reviewed by: Cherise Brandell, Director, Department of Library & Community Services
Reviewed by: Teri Silva, Assistant City Manager
Approved by: Kent Steffens, City Manager



City of Sunnyvale

Agenda Item

20-0133

Agenda Date: 2/27/2020

2020 COUNCIL STUDY ISSUE

NUMBER

LCS 20-02

TITLE Evaluate the Feasibility of Hosting an Annual Halloween Pet Parade

BACKGROUND

Lead Department: Library and Community Services Department

Support Departments: Office of the City Manager

Office of the City Attorney

Sponsor(s): Parks and Recreation Commission

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

SCOPE OF THE STUDY

What precipitated this Study?

The Duo Duo Project (a nonprofit organization) organized the Halloween Pet Parade in 2019 with the City acting as a significant co-sponsor by waiving all permit and associated service fees (such as banner, and sound permits and street closures as well as public safety officer costs), awarding neighborhood/event grants, and supporting marketing efforts.

Given the City's level of involvement in this event, the Parks and Recreation Commission requests that City staff study the feasibility of having the Library and Community Services Department assume responsibility for organizing the annual Sunnyvale Halloween Pet Parade with volunteer support from the Duo Duo Project.

What are the key elements of the Study?

This Study will consider the fiscal and operational impacts of the City (Library and Community Services Department as the lead) assuming responsibility for organizing the annual Halloween Pet Parade. Options to be analyzed will include organizing the event as a stand-alone event, or remaining as a potential event sponsor and waiving fees.

Estimated years to complete study: 3 to 6 months

FISCAL IMPACT

Cost to Conduct Study

Level of staff effort required (opportunity cost): Minor

Funding Required for Non-Budgeted Costs: Negligible

Funding Source:

Cost to Implement Study Results

Average event management costs associated with the Library and Community Services Department facilitating the annual State of the City and Hands on the Arts events are \$50,000 to \$75,000. The level of staff effort to facilitate and manage an additional city-wide special event in Downtown Sunnyvale within 60 days of the State of the City would be extremely high.

EXPECTED CITY COUNCIL, BOARD OR COMMISSION PARTICIPATION

Council-Approved Work Plan: No

Council Study Session: Yes

Reviewed by Boards/Commissions: Parks and Recreation Commission

STAFF RECOMMENDATION

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

The Pet Parade is a positive family and pet focused event within our community. Participants and public who attended the event felt it represented their interests and was an acceptable and inclusive way to promote work-life balance regardless of culture, income, gender or health. The event is aligned with the City's General Plan Goal CC-10 and commitment to high-quality recreation programming. Staff agrees that this event, and the City's increased role, up to and including facilitating the entire event, warrants future consideration.

Prepared by: Damon Sparacino, Superintendent of Community Services

Reviewed by: Cherise Brandell, Director, Library and Community Services Department

Reviewed by: Teri Silva, Assistant City Manager

Approved by: Kent Steffens, City Manager



City of Sunnyvale

Agenda Item

20-0132

Agenda Date: 2/27/2020

2020 COUNCIL STUDY ISSUE

NUMBER

LCS 20-03

TITLE Assessment of Needs for Additional Outdoor Sports Programs and Facilities

BACKGROUND

Lead Department: Library and Community Services Department

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

Sponsor(s): Parks and Recreation Commission

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

SCOPE OF THE STUDY

What precipitated this Study?

Shifts in Sunnyvale's resident demographics and diversity relative to youth, older adults and national origin have led to an increased demand for certain outdoor sports; especially pickleball, tennis and cricket. These activities provide residents the opportunity to take advantage of our favorable year-round weather while providing exercise through social and competitive play.

Additionally, Northern California continues to be a hotbed of activity for tennis. Pickleball is growing rapidly in many neighboring South Bay cities, and cricket is gaining in popularity.

Completion of this Study will assure that Sunnyvale is meeting current and future resident recreation needs while properly planning for future growth in these recreational areas. A competitive analysis, including other South Bay cities, will ensure that Sunnyvale is on the right track in serving the community.

What are the key elements of the Study?

The purpose of this Study is to consider current recreation trends and community needs relative to certain outdoor sports, especially pickleball, tennis and cricket. The Study would look at programs and facilities in neighboring cities and engage the Sunnyvale community through surveys and needs assessments relative to the activities. The Study should also include current facility use and demand, long-range park capital projects and consider future opportunities and partnerships with the potential to impact land use and service delivery for these emerging recreation needs.

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: \$ 65,000
Funding Source: Will seek budget supplement

The cost associated with the Study is to hire a consultant to evaluate current and future opportunities and facilities available for tennis, pickleball and cricket relative to community interests/needs and compare to neighboring cities. The level of effort is considered moderate as staff and management will be facilitating public outreach and meeting with the consultant to advise on current practices, current infrastructure and capital plans, as well as various opportunities and challenges parks within the City present.

Cost to Implement Study Results

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

EXPECTED CITY COUNCIL, BOARD OR COMMISSION PARTICIPATION

Council-Approved Work Plan: No
Council Study Session: Yes
Reviewed by Boards/Commissions: Parks and Recreation Commission

STAFF RECOMMENDATION

Support. This policy issue merits discussion at the 2020 Study Issues Workshop.

There are currently no public facilities dedicated to pickleball or cricket within the City of Sunnyvale. While Ortega Park has a public cricket pitch, the fields are predominantly used by youth softball, baseball and soccer, leaving very little availability for cricket play. Additionally, the new synthetic turf field coming as part of the Fair Oaks Park Renovation will be striped with multi-functional field lines, including cricket; however, the overall design and shape of the field is not conducive to regulation cricket play and does not provide for a dedicated pitch.

Prepared by: Damon Sparacino, Superintendent of Community Services
Reviewed by: Cherise Brandell, Director, Library and Community Services Department
Reviewed by: Teri Silva, Assistant City Manager
Approved by: Kent Steffens, City Manager

2020 Study/Budget Issues Workshop
Summary Worksheet: Study Issues Proposed for Council Consideration

Version: 2/11/2020

#	Title	Required Staff Effort	Cost of Study	Cost to Implement*	B/C Rank	Dept. Rank
OCM 20-01	Service Worker Retention Ordinance	Moderate	\$ -	Unknown	Too late to rank	1

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



2020 Study Issues Workshop
Status Report: Continuing and Completed Study Issues
Office of the City Manager

OCM

Continuing Study Issues

Number	Study Issue and Status
OCM 19-02	Responsible Construction Ordinance <i>The proposed presentation date to Council for this study is March 2021.</i>

Completed Study Issues

Number	Study Issue	Date Completed
OCM 17-01	Storing Outdoor Dining Furniture Overnight on Sidewalks on Murphy Avenue	5/7/2019
OCM 19-01	Council Policy on Display of Flags at City Hall	12/3/2019



City of Sunnyvale

Agenda Item

20-0251

Agenda Date: 2/27/2020

2020 COUNCIL STUDY ISSUE

NUMBER

OCM 20-01

TITLE Service Worker Retention Ordinance

BACKGROUND

Lead Department: Office of the City Manager

Support Departments: Office of the City Attorney

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

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

SCOPE OF THE STUDY

What precipitated this study?

At the January 14, 2020 Council meeting, members of the Unite Here Local Union 19 introduced the subject to the City Council and requested that Sunnyvale adopt an ordinance in support of service worker retention.

What are the key elements of the study?

A service worker retention ordinance would require service employee contract agencies to retain current employees for a period of 90 days when a new service worker contract is established. The ordinance could include similar provisions as those included in the City of Santa Clara's ordinance. Those include:

- Require a terminated contractor to provide the list of current workers to the successor contractor.
- The successor contractor would retain terminated contractor's employees for a period of 90-days at facility.
- After the 90-day transition period, the new contracting agency would be able to adjust employee count needed for current contract. If less employees are needed, a workforce reduction would be possible with priority for existing positions offered by seniority within job classifications.
- Service workers would be defined to include, but not limited to, food service, facility maintenance, and security personnel.

The study would evaluate mechanisms to enforce the ordinance along with implementation costs and impacts to staff workload.

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

Cost to Implement Study Results

The cost to implement the results are unknown at this time. Implementation costs could be addressed as part of the study.

EXPECTED CITY COUNCIL, BOARD OR COMMISSION PARTICIPATION

Council-Approved Work Plan: No

Council Study Session: Yes

Reviewed by Boards/Commissions: No

STAFF RECOMMENDATION

Support. This policy issue merits discussion at the 2020 Study Issues Workshop.

Direct staff to study how a worker retention ordinance may be implemented in Sunnyvale and to perform community outreach to gather input on possible introduction of a Service Worker Retention Ordinance.

Prepared by: Maria Rodriguez, Administrative Analyst

Reviewed by: Connie Verceles, Assistant to the City Manager

Reviewed by: John A. Nagel, City Attorney

Reviewed by: Teri Silva, Assistant City Manager

Approved by: Kent Steffens, City Manager

Policy 7.1.7 Budget Issue Process

POLICY PURPOSE:

One of Council's primary roles is to approve an annual budget. While the city manager submits a proposed budget to Council, Council can propose the addition of one-time or ongoing expenses through budget supplements.

It is the purpose of this policy to identify those aspects of the City's Budget Issue process for which Council has established required standards. This policy is in no way intended to constrain the actions or options of the city manager with respect to the number or type of budget issues or supplements he or she includes in the context of his/her recommended budget, to Council, and those aspects of the City's Budget Issue process not addressed by this policy are considered administrative or operational in nature, and shall be established under the authority of the city manager.

POLICY STATEMENT:

1. Budget Issue Sponsorship

A Council sponsored budget issue must receive the support of at least two councilmembers in order for staff to prepare a budget issue paper, and for the issue to be considered at the Council Study/Budget Issues Workshop, and subsequently during the budget approval process.

2. Selection of Budget Issues

Any Council-proposed budget addition of a one-time or ongoing expenditure is subject to the budget issue process. Exceptions to this approach include emergency issues, and urgent budgetary issues that must be completed in the short term to avoid serious negative consequences to the City, subject to a majority vote of Council. Exceptions such as this shall be processed as budget modifications in accordance with established Department of Finance practice.

3. Deadlines for Councilmember-Proposed Budget Issues

A. New Council-proposed budget issues are due to the city manager no later than three weeks in advance of the annual Study/Budget Issues Workshop. If the public hearing is held less than three weeks before the workshop, councilmembers may also sponsor issues *introduced by the public* at the public hearing, but must do so during that Council meeting.

B. Additional budget issues may be proposed during the annual workshop.

4. Drop or Deferral of Issues

A. At the Study/Budget Issues Workshop, Council shall drop, defer, or refer to the subsequent budget workshop each proposed budget issue. Any issue that is dropped by a majority vote of Council will not be eligible for consideration during next year's process unless sponsored by a majority of the Council. Any issue that is deferred shall automatically be returned for Council's consideration the following

COUNCIL POLICY MANUAL

year. Any issue referred to the budget shall be brought back as budget supplements for Council's consideration during the subsequent budget workshop, whether or not the City Manager includes the issue in his/her recommended budget.

Lead Department: Finance

(Adopted: RTC 014-0568 (9/30/14))



City of Sunnyvale

Agenda Item-No Attachments (PDF)

File #: 20-0019, Version: 1

REPORT TO COUNCIL

SUBJECT

Annual Public Hearing-Discussion of Potential Council Study Issues and Budget Issues for Calendar Year 2020

BACKGROUND

The annual public hearing on study and budget Issues provides the opportunity for members of the public to comment on proposed issues for study or budget consideration, and/or to suggest potential new issues. The public may provide further testimony regarding study and budget issues during the February 27, 2020 annual Study and Budget Issues Workshop.

A study issue is a topic of concern that can result in a new City policy or a revision to an existing policy. A budget issue represents a new City service or a change in the level of an existing City service (including possible service reduction or elimination). During the workshop, Council reviews and ranks study issues for completion during 2020 and identifies budget issues to be forwarded to the City Manager for consideration in the FY 2020/21 budget.

To help guide decision making, staff recommends that Council continue to focus on prioritizing study and budget issues that align with existing policy priorities. City Council will review operational priorities and adopted policy priorities during their Strategic Session on February 7, 2020. The following is the list of policy priorities established by Council during the 2019 Strategic Session:

1. Civic Center Modernization
2. Ability of Infrastructure to Support Development and Traffic
3. Open Space Acquisition Planning: Future of Golf Courses
4. Downtown Sunnyvale
5. Improved Processes and Services through the use of Technology
6. Accelerating Climate Action

Council may update the priorities listed above at its February 7, 2020 Strategic Session meeting.

Study Issues and Budget Issues Process

The study issues 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.

The budget issues process provides a method for identifying and addressing proposals to add a new service, eliminate a service, or change the level of an existing service.

Important Steps in the Process Leading to the Study and Budget Issues Workshop

- Study issues and budget issues are proposed year-round by Council, boards and commissions, the public, and the City Manager.
- Boards and commissions will review and rank proposed budget and study issues under their purview; these rankings are forwarded to Council for consideration. Study issues not under their purview will be reviewed and ranked by the City Council at the workshop.
- The study issue paper is designed to capture the intent and interests that originated the issue. The purpose of the budget issue summary form is to briefly summarize the issue and provide an initial estimate of the fiscal impact. Staff prepares study issue papers and budget issue papers for all qualifying issues. The issue papers describe the topic of concern and provide information Council will use to determine whether to further explore each issue.

EXISTING POLICY

Council Policy 7.3.26 *Study Issues Process*

Council Policy 7.1.7 *Budget Issues Process*

Council Fiscal Policy 7.1.1 A.1.2 which states, "A Fiscal Issues Workshop will be held each year prior to preparation of the City Manager's Recommended Budget to consider budget issues for the upcoming Resource Allocation Plan."

ENVIRONMENTAL REVIEW

The action being considered does not constitute a "project" with the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378 (b) (5) in that it is a governmental organizational or administrative activity that will not result in direct or indirect changes in the environment.

DISCUSSION

Staff has prepared study issue and budget issue papers proposed to date; materials can be viewed on the City's Website under Study Issues:

Sunnyvale.ca.gov/government/council/study/studyissues.htm, at the Sunnyvale Public Library, or at the City Clerk's office. Copies will also be available to the public at the public hearing on study issues and budget Issues.

Status of Current Study Issues

The 2020 Study Issues Work Plan includes a total of 21 study issues, nine of which were continued from previous years. Since the 2019 workshop, seven study issues have been completed and another eight are targeted to be completed by Summer 2020. The remaining six have target completion dates of late 2020 through 2021.

As of December 2019, 34 study issues are proposed for consideration at the 2020 Study and Budget Issues Workshop. Staff is recommending support positions for 11 studies based on their merit; it is

not, however, an indication of staff capacity to conduct the study.

Study Issues/Budget Issues Public Hearing

The annual public hearing on study and budget issues is a critical step in the City's policy-setting process. Several policy issues are submitted annually for possible study by City Council in the upcoming calendar year. The purpose of the hearing is to invite public comment on the relative importance of proposed issues, and for the public to suggest new issues for Council's consideration. Issues proposed by the public must be sponsored by at least two Councilmembers to be considered at the Study and Budget Issues Workshop. Staff has advised the board and commission chairs, during recent commission training and meeting presentations, that the workshop is also the appropriate time for them to testify on issues recommended by their board or commission.

Should new issues be added during the January public hearing, those issue papers will be written and posted online prior to the February 27 workshop. The deadline for Council-initiated study or budget issue papers is February 7 (3 weeks prior to the workshop per Council policy). However, in the interest of transparency, staff requests that new study issues and budget issues are proposed and co-sponsored at a public Council meeting, making the February 7 Strategic Session the last date.

Study and Budget Issues Workshop

On February 27, 2020, Council will conduct a workshop dedicated to the review of all proposed study and budget issues. Council will prioritize or rank study issues that are not dropped or deferred. Budget issues receiving majority support from Council will be forwarded to the City Manager for consideration in the upcoming fiscal year's recommended budget.

Following the Council workshop, and based on Council's priority rankings, the City Manager identifies the number of Council-ranked study issues that can be completed during the calendar year without disrupting service delivery or modifying service levels set by Council. Staff updates the Tentative Council Meeting Agenda Calendar for the coming year, identifying when the results of staff's study of specific policy issues will be brought back to Council for action.

All budget issues referred to the City Manager are returned for Council's consideration as a part of the City Manager's Recommended Budget for the next fiscal year in the form of budget supplements. These supplements are considered by the City Manager in the context of all the other City projects and services, but are not automatically recommended by the City Manager for funding.

For many years, this process has provided both City Council and City staff with a valuable planning and management tool. It allows Council to set priorities for examining policy issues, provides preliminary review of budget issues, and allows staff to balance policy study with the delivery of day-to-day City services.

FISCAL IMPACT

There is no fiscal impact associated with this report. Each issue paper provides information regarding fiscal impact where warranted, including an estimated cost of studying the issue and estimated implementation costs. Staff recommends any Council-prioritized study issues that require funding be resubmitted as a budget supplement to be considered within the context of all new requests for

funding in the FY 2020/21 Recommended Budget. This is consistent with past practice.

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall, at the Sunnyvale Senior Center, Community Center and Department of Public Safety; and by making the agenda and report available at the Sunnyvale Public Library, the Office of the City Clerk and on the City's website.

The public hearing is open to the public and public testimony regarding study issues and budget issues will be heard by Council. Copies of study and budget issue papers may be viewed by accessing the City's Website under Study Issues at:

Sunnyvale.ca.gov/government/council/study/studyissues.htm

The February 27 workshop is open to the public and will be televised live and rebroadcast on KSUN, Channel 15. Consistent with past Council practice, public testimony will be provided at the beginning of the workshop.

STAFF RECOMMENDATION

No action is needed at this time. Councilmembers may request new study issues and/or budget issues be developed for review at the annual Study and Budget Issues Workshop; a minimum of two Councilmembers is required to sponsor either.

Prepared by: Jennifer Nuñez, Executive Assistant

Reviewed by: Teri Silva, Assistant City Manager

Approved by: Kent Steffens, City Manager

ATTACHMENTS

1. Proposed 2020 Study Issue Papers