



# City of Sunnyvale

## Notice and Agenda - Revised Sustainability Commission

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Monday, June 15, 2020

7:00 PM

Telepresence Meeting

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### SPECIAL TELECONFERENCE NOTICE

*Because of the COVID-19 emergency and the “shelter in place” orders issued by Santa Clara County and the State of California, the meeting of the Sustainability Commission on June 15, 2020, will take place by teleconference, as allowed by Governor Gavin Newsom’s Executive Order N-29-20.*

- *Watch the Sustainability Commission meeting at <https://www.youtube.com/channel/UCvTBGgHGeTlrJaablsRZvVw/videos?view=2&flow=grid>*
- *Submit written comments to the Sustainability Commission up to 4 hours prior to the meeting to [sustainabilitycommission@sunnyvale.ca.gov](mailto:sustainabilitycommission@sunnyvale.ca.gov) or by mail to City Clerk, 603 All America Way, Sunnyvale, CA 94086.*
- *Teleconference participation: You may provide audio public comment by connecting to the teleconference meeting online or by telephone. Use the Raise Hand feature to request to speak (\*9 on a telephone):*

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

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

*Pursuant to the Americans with Disabilities Act (ADA) and Executive Order N-29-20, if you need special assistance to provide public comment, contact the City at least 2 hours prior to the meeting in order for the City to make reasonable alternative arrangements for you to communicate your comments. For other special assistance; please contact the City at least 48 hours prior to the meeting to enable the City to make reasonable arrangements to ensure accessibility to this meeting. ADA contact: Nupur Hiremath may be reached at (408) 730-7743 or [nhiremath@sunnyvale.ca.gov](mailto:nhiremath@sunnyvale.ca.gov) (28 CFR 35.160 (b) (1)).*

### **CALL TO ORDER**

**ROLL CALL****PRESENTATION**

- [20-0613](#) PRESENTATION - Recognition of Service
- [20-0330](#) PRESENTATION - Update on Water Supply and Conservation
- [20-0463](#) PRESENTATION - Water Pollution Control Plant and Clean Water Program Update

**ORAL COMMUNICATIONS**

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

**CONSENT CALENDAR**

- 1     [20-0614](#)     Approve the Sustainability Commission Meeting Minutes of May 18, 2020

**Recommendation:** Approve the Sustainability Commission Minutes of May 18, 2020 as submitted.

**PUBLIC HEARINGS/GENERAL BUSINESS****STANDING ITEM: CONSIDERATION OF POTENTIAL STUDY ISSUES****NON-AGENDA ITEMS & COMMENTS**

-Commissioner Comments

-Staff Comments

**INFORMATION ONLY REPORTS/ITEMS**

- [20-0615](#)     2020 Annual Work Plan

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

*Any agenda related writings or documents distributed to members of this meeting body regarding any item on this agenda will be made available for public inspection in the Environmental Services Department located at 1444 Borregas Avenue, Sunnyvale or can be accessed through the Office of the City Clerk located at 603 All America Way, Sunnyvale during normal business hours and in the meeting location on the evening of the Sustainability Commission meeting, pursuant to Government Code §54957.5.*

*Agenda information is available by contacting Nupur Hiremath at (408) 730-7743. Agendas and associated reports are also available on the City's website at [sunnyvale.ca.gov](http://sunnyvale.ca.gov) or at the Sunnyvale Public Library, 665 W. Olive Ave., Sunnyvale, 72 hours before the meeting.*



# City of Sunnyvale

## Agenda Item

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**20-0613**

**Agenda Date:** 6/15/2020

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PRESENTATION - Recognition of Service



# City of Sunnyvale

## Agenda Item

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**20-0330**

**Agenda Date:** 6/15/2020

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PRESENTATION - Update on Water Supply and Conservation



# City of Sunnyvale

## Agenda Item

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**20-0463**

**Agenda Date:** 6/15/2020

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PRESENTATION - Water Pollution Control Plant and Clean Water Program Update



# City of Sunnyvale

## Agenda Item

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**20-0614**

**Agenda Date:** 6/15/2020

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**SUBJECT**

Approve the Sustainability Commission Meeting Minutes of May 18, 2020

**RECOMMENDATION**

Approve the Sustainability Commission Minutes of May 18, 2020 as submitted.



# City of Sunnyvale

## Meeting Minutes - Draft

### Sustainability Commission

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Monday, May 18, 2020

7:00 PM

Telepresence Meeting

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#### **CALL TO ORDER**

Pursuant to Section 3 of Executive Order N-29-20, issued by Governor Newsom on March 17, 2020, the meeting was conducted telephonically.

Chair Paton called the meeting to order at 7 p.m. via teleconference.

#### **ROLL CALL**

**Present:** 7 - Chair Bruce Paton  
Vice Chair Kristel Wickham  
Commissioner Stephen Joesten  
Commissioner Douglas Kunz  
Commissioner Shana Padgett  
Commissioner Murali Srinivasan  
Commissioner Steven Zornetzer

Council Liaison – Melton (present)

Chair Bruce, Vice Chair Wickham, Council Liaison Melton and all Commissioners attended via teleconference.

#### **PRESENTATION**

[20-0536](#) PRESENTATION - Draft Downtown Specific Plan Amendment

Chair Paton announced that this agenda item was canceled and will be rescheduled to a later date.

#### **ORAL COMMUNICATIONS**

None.

#### **CONSENT CALENDAR**



- 1      [20-0331](#)      Approve the Sustainability Commission Meeting Minutes of February 18, 2020

Commissioner Kunz moved, and Commissioner Joesten seconded, a motion to approve the consent calendar.

The motion carried with the following vote:

**Yes:** 7 -    Chair Paton  
                 Vice Chair Wickham  
                 Commissioner Joesten  
                 Commissioner Kunz  
                 Commissioner Padgett  
                 Commissioner Srinivasan  
                 Commissioner Zornetzer

**No:** 0

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

- 2      [20-0399](#)      Review Community Condition Indicators

Vice Chair Wickham presented the findings and recommendations of the Subcommittee formed to evaluate possible inclusion of sustainability metrics into the Community Condition Indicators in the City's Budget book. The Commission discussed the findings and recommendations.

Chair Paton opened the Public Hearing.

No public comments were made.

Chair Paton closed the Public Hearing.

Vice Chair Wickham moved, and Commissioner Joesten seconded, a motion to recommend that the following indicators (numbered N3-N12 in the Subcommittee's report) be included in the Community Condition indicators:

- N3. All-electric buildings permitted in the year (% of all new building permits)
- N4. Electric building retrofits (% of homes and businesses built before 2020 that use electricity for space and water heating or are all electric)
- N5. Registered vehicles that are zero emission (%)
- N6. Commutes by workers and students (% that are not single occupancy vehicles)

- N7. Landfilled disposal (pounds per person per day)
- N8. Tree canopy (% of total land area)
- N9. Community Climate Action touch points (#)
- N10. Air Quality Fine Particulate Matter PM2.5 (# days of 'Unhealthy for Sensitive Groups', 'Unhealthy', 'Very Unhealthy', and 'Hazardous')
- N11. Excessive heat advisory (# of days)
- N12. Drought D1 classification or above (# weeks)

The motion carried by the following vote:

**Yes: 7 -** Chair Paton  
Vice Chair Wickham  
Commissioner Joesten  
Commissioner Kunz  
Commissioner Padgett  
Commissioner Srinivasan  
Commissioner Zornetzer

**No: 0**

The Commission generally agreed to make additional recommendations regarding Community Condition Indicators as a part of Public Hearing Item 3.

- 3**      [20-0518](#)      Annual Review of the City Manager's Recommended Budget  
Full budget available online at:  
[Sunnyvale.ca.gov/government/budget.htm](http://Sunnyvale.ca.gov/government/budget.htm)

The Commission discussed the City Manager's Recommended Budget for FY 2020/21 (Recommended Budget) and asked clarification questions of staff.

Staff clarified that the main proposed expenditure reductions that affected the Sustainability budget were the hiring freeze on the Transportation Planner in the Department of Public Works and the Environmental Programs Specialist in the Environmental Services Department. Largest impacts to the Climate Action Playbook implementation, therefore, would be a delay in improving the City's Transportation Demand Management (TDM) program and in the implementation of community engagement and outreach programs.

Chair Paton opened the Public Hearing.

No public comments were made.

Chair Paton closed the Public Hearing.

Commissioner Kunz moved, and Commissioner Srinivasan seconded, a motion to provide the following recommendations on the Recommended Budget to the City Council:

- (1) Protect progress on Climate Action Playbook Strategies as a priority in case further budget cuts are needed.
- (2) Leverage opportunities offered during the pandemic, such as reduced traffic and improved air quality, to make more significant or new climate action changes and ensure transparency with the community. Specific suggestions include:
  - a. A six-month trial of closing Murphy Avenue to vehicle traffic. This could support the opening of these businesses sooner while enabling them to meet social distancing guidelines.
  - b. Delay purchase of fossil fuel infrastructure such as tank replacements and gas vehicles.
  - c. Identify priorities for potential state and/or federal stimulus funding to emphasize climate action projects, like protected bike lanes and green infrastructure, considering potentially lower construction costs.
  - d. Continue the benefits to City staff working from home and the reduction in vehicle miles traveled (VMT) by surveying City employees, offering staggered schedules, and continuing work from home options.
  - e. Evaluate incentives to businesses to increase work from home options or offer shifted work hours as part of TDM programs.
  - f. Utilize technology, such as a self-reporting online tool, for TDM program implementation instead of using personnel to gather data.
- (3) Conduct a full review and revision of the Community Condition Indicators to align with the Climate Action Playbook and other Council Priorities.
- (4) Add Departmental Performance Indicators that align with Playbook Strategies and Next Moves.
- (5) Support Budget Issue No. 1 “Bike Rack Installation Program in Commercial Areas” to help businesses and support transportation mode shift.

The motion carried by the following vote:

**Yes: 7 -** Chair Paton  
Vice Chair Wickham  
Commissioner Joesten  
Commissioner Kunz  
Commissioner Padgett  
Commissioner Srinivasan  
Commissioner Zornetzer

**No: 0**

Commissioner Kunz moved, and Commissioner Padgett seconded, a motion to nominate Vice Chair Wickham to present the Commission's recommendation on the FY 2020/21 Recommended Budget at the City Council Budget Workshop on May 21, 2020.

The motion carried by the following vote:

**Yes: 7 -** Chair Paton  
Vice Chair Wickham  
Commissioner Joesten  
Commissioner Kunz  
Commissioner Padgett  
Commissioner Srinivasan  
Commissioner Zornetzer

**No: 0**

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

None.

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

##### **-Commissioner Comments**

Commissioner Kunz shared that the State Parent Teacher Association (PTA) convention rescheduled to an online meeting in June. This has resulted in a delay in the State PTA's vote on Cumberland Elementary School PTA's resolution to support schools phasing out greenhouse gas emissions.

Vice Chair Wickham shared that the Sustainability Speaker Series event, originally scheduled for March 11, 2020, has been rescheduled as a webinar on May 27,

2020. She also shared information on a new documentary entitled “Story of Plastic” and recommended it highly. She also commended staff for including useful information in the May edition of the Sustainable Sunnyvale e-newsletter.

Chair Paton shared insights from webinars he had attended about perceptions of sustainability in the media.

#### **-Staff Comments**

Nupur Hiremath, Environmental Programs Manager, announced that Madeline Willett has been hired as the new Sustainability Coordinator in the Environmental Services Department. She also shared that the sustainability team is examining ways to pivot outreach and community engagement opportunities to virtual platforms. She shared information on three virtual landscaping and gardening workshops being offered in June.

#### **INFORMATION ONLY REPORTS/ITEMS**

[20-0332](#)      2020 Annual Master Work Plan

#### **ADJOURNMENT**

The meeting was adjourned at 9:54 p.m.



# City of Sunnyvale

## Agenda Item

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**20-0615**

**Agenda Date:** 6/15/2020

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2020 Annual Work Plan

## 2020 Master Work Plan

### Sustainability Commission Annual Calendar

MEETING DATE	AGENDA ITEM/ISSUE
January 21	<ul style="list-style-type: none"> <li>SVCE Programs Update [SVCE]</li> <li>FoodCycle and Solid Waste Programs Update [Staff presentation]</li> <li>Rank 2020 Study Issues</li> </ul>
February 18	<ul style="list-style-type: none"> <li>Climate Action Playbook Quarterly Update</li> <li>Review Community Condition Indicators<sup>1</sup></li> </ul>
March 16	<ul style="list-style-type: none"> <li>Update on Water Supply and Conservation [Staff presentation]<sup>6</sup></li> <li>Topic TBD [Commissioner Presentation]<sup>2</sup></li> </ul>
April 20	<ul style="list-style-type: none"> <li>Water Pollution Control Plant and Clean Water Program Update [Staff presentation]<sup>6</sup></li> </ul>
May 18	<ul style="list-style-type: none"> <li>Review Recommended Budget</li> <li>Climate Action Playbook Quarterly Update<sup>7</sup></li> </ul>
June 15	<ul style="list-style-type: none"> <li>Recognition of Service</li> <li>Study Issue: Single-Use Plastics Strategy [Staff presentation]<sup>3</sup></li> <li>Best Practices for Pesticide Management [Commissioner presentation: Wickham]<sup>4</sup></li> </ul>
July 20	<ul style="list-style-type: none"> <li>Selection of Chair and Vice Chair</li> <li>Best Practices in Mobility or Transportation Planning [Commissioner Presentation: Paton]</li> </ul>
August 17	<ul style="list-style-type: none"> <li>Review and Discuss Draft Study Issues</li> <li>Climate Action Playbook Quarterly Update</li> <li>Draft Proposal for FY 2021-2022 Sustainability Speaker Series [Commission Subcommittee presentation]</li> </ul>
September 21	<ul style="list-style-type: none"> <li>Review and Discuss Draft Study Issues</li> <li>Civic Center Update [Staff presentation]</li> </ul>
October 19	<ul style="list-style-type: none"> <li>Final month to Propose Study Issues</li> <li>Draft 2021 Master Work Plan</li> </ul>
November 16	<ul style="list-style-type: none"> <li>Climate Action Playbook Quarterly Update</li> <li>Approve 2021 Annual Master Work Plan</li> <li>Topic TBD [Commissioner Presentation]</li> </ul>
December 21	<ul style="list-style-type: none"> <li>Annual Review of Code of Ethics and Conduct for Elected and Appointed Officials</li> </ul>

**Additional items to be scheduled:**

- Study Issues ranking date to be determined based on 2020 Study Issues Workshop date
- Sunnyvale Reach Codes Proposal [Staff presentation/public hearing]
- Sustainable Purchasing Policy [Staff presentation/public hearing]
- Lawrence Station Area Plan [Staff presentation]
- El Camino Real Corridor Plan [Staff presentation/public hearing]

- Moffett Park Specific Plan [Staff presentation/public hearing]

**Additional Presentations/Updates from Staff requested by Commission<sup>5</sup>:**

- Updates on Reach Codes and Natural Gas Bans [Staff presentation]
- Resilience Practices in Sunnyvale [Staff presentation]
- Sunnyvale Transportation Demand Management Program [Staff presentation]
- Update on Air Quality in Sunnyvale [Staff presentation/presentation by BAAQMD staff]
- Update on Peery Park Rides Shuttle Program [may be provided via email]

<sup>1</sup> This agenda item was moved to May 2020.

<sup>2</sup> This Commissioner presentation will be completed at a later date to be determined.

<sup>3</sup> This agenda item was moved to July 2020. SI findings may not be presented separately to the Commission, if presented to City Council in a Study Session.

<sup>4</sup> Commissioner presentation will be rescheduled for a later date. It will be presented only if Study Issue ESD 17-01 (Eliminate the Use of Pesticides on City Owned or Leased Property) falls below the line in Council's 2020 Study Issues Workshop.

<sup>5</sup> These items will be completed if staff time and resources permit.

<sup>6</sup> These agenda items have been rescheduled for June 2020.

<sup>7</sup> This agenda item was moved to July 2020.