



City of Sunnyvale

Notice and Agenda - Final Sustainability Commission

Monday, November 16, 2020

7:00 PM

Telepresence Meeting: City Web Stream

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 November 16, 2020 will take place by teleconference, as allowed by Governor Gavin Newsom’s Executive Order N-29-20.

- *Watch the Sustainability Commission meeting at:
<http://youtube.com/SunnyvaleMeetings>*
- *Submit written comments to the Sustainability Commission up to 4 hours prior to the meeting to 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: Madeline Willett may be reached at 408-730-7798 or mwillett@sunnyvale.ca.gov (28 CFR 35.160 (b) (1)).

CALL TO ORDER

ROLL CALL**PRESENTATION**

[20-0966](#) PRESENTATION - Climate Action Playbook Quarterly 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

[20-0964](#) Approve the Sustainability Commission Meeting Minutes of October 19, 2020

Recommendation: Approve the Sustainability Commission Minutes of October 19, 2020, as submitted.

PUBLIC HEARINGS/GENERAL BUSINESS

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

[20-0963](#) Approve 2021 Annual Master Work Plan

[20-0965](#) Discussion of Effectiveness of Commission Meetings

[20-0967](#) Draft Proposal for FY 2021/22 Sustainability Speaker Series

STANDING ITEM: CONSIDERATION OF POTENTIAL STUDY ISSUES**NON-AGENDA ITEMS & COMMENTS****-Commissioner Comments**

-Staff Comments**INFORMATION ONLY REPORTS/ITEMS**[20-0968](#)

Updated Annual Work Plan November 2020

ADJOURNMENT*Notice to the Public:*

Any agenda related writings or documents distributed to members of this meeting body regarding any item on this agenda will be made available for public inspection in the originating department or can be accessed through the Office of the City Clerk located at 603 All America Way, during normal business hours and in the Council Chamber on the evening of the Sustainability Commission Meeting, pursuant to Government Code §54957.5.

Agenda information is available by contacting Madeline Willett at 408-730-7798 or mwillett@sunnyvale.ca.gov. Agendas and associated reports are also available on the City's website at sunnyvale.ca.gov or at the One-Stop Desk, City Hall, 456 W. Olive Ave., Sunnyvale, CA, 72 hours before the Meeting.



City of Sunnyvale

Agenda Item

20-0966

Agenda Date: 11/16/2020

PRESENTATION - Climate Action Playbook Quarterly Update



City of Sunnyvale

Agenda Item

20-0964

Agenda Date: 11/16/2020

SUBJECT

Approve the Sustainability Commission Meeting Minutes of October 19, 2020

RECOMMENDATION

Approve the Sustainability Commission Minutes of October 19, 2020, as submitted.



City of Sunnyvale

Meeting Minutes - Draft

Sustainability Commission

Monday, October 19, 2020

7:00 PM

Telepresence Meeting: City Webstream

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

ROLL CALL

Present: 6 - Chair Kristel Wickham
Vice Chair Douglas Kunz
Commissioner Stephen Joesten
Commissioner Shana Padgett
Commissioner Bruce Paton
Commissioner Tonya Veitch
Absent: 1 - Commissioner Murali Srinivasan

Council Liaison – Mayor Larry Klein (present)

Commissioner Srinivasan's absence is excused by general consent.

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

PRESENTATION

[20-0888](#) PRESENTATION - Draft Climate Action Scoreboard

Madeline Willett, Environmental Engineering Coordinator, Nupur Hiremath, Environmental Programs Manager, and consultant Kim Lundgren Associates (KLA) presented a live demonstration of the draft Sunnyvale Climate Action Scoreboard website. The Scoreboard presents the first progress report on Climate Action Playbook (Playbook) implementation and summarizes the latest greenhouse gas emissions data. Commissioners asked clarifying questions and staff and consultants

provided responses. The Commission appreciated the design and layout of the site, stating that it met the goals of the project well, and suggested some areas for clarification and improvement.

ORAL COMMUNICATIONS

None.

CONSENT CALENDAR

[20-0908](#) Approve the Sustainability Commission Meeting Minutes of September 21, 2020

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

Yes: 6 - Chair Wickham
Vice Chair Kunz
Commissioner Joesten
Commissioner Padgett
Commissioner Paton
Commissioner Veitch

No: 0

Absent: 1 - Commissioner Srinivasan

PUBLIC HEARINGS/GENERAL BUSINESS

[20-0836](#) Draft 2021 Master Work Plan

The Commission discussed and scheduled Commissioner Presentations for the Draft 2021 Master Work Plan. The Draft Master Work Plan will be approved at the November meeting.

Chair Wickham opened the public hearing.

No public comments were made.

Chair Wickham closed the public hearing.

STANDING ITEM: CONSIDERATION OF POTENTIAL STUDY ISSUES

NON-AGENDA ITEMS & COMMENTS

-Commissioner Comments

Vice Chair Kunz shared highlights from a webinar entitled “You Don’t Need More Power” hosted by the Building Decarbonization Coalition. He also shared information on Rewiring America, an organization promoting efficient electric technologies to support electrification. He also attended the City of Menlo Park’s webinar on “Carbon Neutrality by 2030,” and expressed interest in exploring the policies under consideration to achieve this goal.

Commissioner Veitch shared that the County of Santa Clara Office of Sustainability and Bay Area Regional Energy Network (BayREN) is hosting a webinar workshop for Sunnyvale homeowners on energy efficiency on December 9, 2020.

Commissioner Joesten shared that the Silicon Valley Leadership Group is hosting their annual forum virtually on October 30, 2020, which features Dr. Fauci of the National Institute of Allergy and Infectious Disease as the keynote speaker. He also shared that the Moffett Park Business Group is planning to provide public comments in support of the proposed Reach Codes and also in support of fuel cells.

Chair Wickham shared that the proposed Reach Codes will be presented to City Council at a public hearing on October 27, 2020. Chair Wickham also attended a Green Street Symposium and the Menlo Park webinar on Carbon Neutrality. Chair Wickham noted that the City of Menlo Park plans to implement a “Burn Out” program, supported by funding from Peninsula Clean Energy. She also shared “The Switch is On,” a community guide for building electrification from the Building Decarbonization Coalition.

-Staff Comments

Madeline Willett, Environmental Engineering Coordinator, shared information on upcoming events through the end of calendar year 2020, including: (1) presentation to Neighborhood Associations on the City’s environmental services and sustainability on October 24; (2) launch of the Climate Action Scoreboard on November 16; (3) a workshop on edible gardening by the Bay Area Water Supply and Conservation (BAWSCA) on November 17; (4) an educational workshop on electric vehicles on November 18; (5) the first Sustainability Speaker Series event of the year entitled “California’s Equitable Carbon Neutral Future” by Jared Blumenfeld on December 3; (6) a BayREN workshop on energy efficient homes on December 9; and (7) a workshop on rainwater harvesting by BAWSCA on December 12.

Mayor Larry Klein, Council Liaison, shared that the Moffett Park Specific Plan Council Study Session scheduled for November 30, 2020, will be structured as a

2-hour presentation preceding the standard Study Session. He echoed the reminder that the Reach Codes will be presented to Council for approval on October 27, 2020, and thanked the Commissioners for their input on this program.

INFORMATION ONLY REPORTS/ITEMS

[20-0835](#) 2020 Annual Work Plan

ADJOURNMENT

The meeting was adjourned at 9:04 p.m.



City of Sunnyvale

Agenda Item

20-0963

Agenda Date: 11/16/2020

Approve 2021 Annual Master Work Plan

2021 Master Work Plan – **Working Draft**

Sustainability Commission Annual Calendar

MEETING DATE	AGENDA ITEM/ISSUE
January 19	<ul style="list-style-type: none"> SVCE Decarbonization Joint Action Plan [SVCE staff] Equitable and Sustainable COVID-19 Recovery [Commissioner presentation: Veitch] General Plan Update – Air Quality, Noise and Environmental Justice [staff presentation] Rank 2021 Study Issues
February 16	<ul style="list-style-type: none"> El Camino Real Precise Plan Update [public hearing] Urban Forest Management Plan [staff presentation] Green Streets Initiative [Commissioner presentation: Kunz]
March 15	<ul style="list-style-type: none"> Climate Action Playbook Quarterly Update [staff presentation] Urban Water Management Plan update [staff presentation] City Approaches to Resilience and Resilience Hubs for Emergency Response [Commissioner presentation: Paton and Veitch]
April 19	<ul style="list-style-type: none"> Study Issue: Single Use Plastics [staff presentation] Zero Waste Program Update [staff presentation] Moffett Park Specific Plan [public hearing]
May 17	<ul style="list-style-type: none"> Review Recommended Budget
June 21	<ul style="list-style-type: none"> Recognition of Service Climate Action Playbook Quarterly Update [staff presentation] Best Practices in Transportation Demand Management [Commissioner presentation: Paton]
July 19	<ul style="list-style-type: none"> Selection of Chair and Vice Chair Circular Economy and Relationship to Sustainable Purchasing [Commissioner presentation: Wickham]
August 16	<ul style="list-style-type: none"> Review Study Issue Process and Timelines Clean Water Program update [staff presentation] Sustainability and Wildfires with consideration of air quality [Commissioner presentation: Padgett]
September 20	<ul style="list-style-type: none"> Discuss Proposed Study Issues Climate Action Playbook Quarterly Update [staff presentation] Carbon Sequestration and Getting to 100% Carbon Reductions [Commissioner presentation: Wickham]
October 18	<ul style="list-style-type: none"> Final month to Propose Study Issues Updates from Neighborhood Associations, Teen Advisory Committee, and Youth Groups [Commissioner presentation or external presenter; TBD]

MEETING DATE	AGENDA ITEM/ISSUE
November 15	<ul style="list-style-type: none">• Approve 2022 Master Work Plan• FY 22-23 Sustainability Speaker Series Proposal [Subcommittee]• Superfund Sites in Sunnyvale [Commissioner presentation: Wickham]
December 20	<ul style="list-style-type: none">• Annual Review of Code of Ethics and Conduct for Elected and Appointed Officials• Climate Action Playbook Quarterly Update [staff presentation]

Additional items yet to be scheduled:

- Study Issues may be proposed at any meeting throughout the year
- Study Issues presentation dates will be added following approval by Council
- Reach Codes Phase II (depending Council decision during adoption in October 2020)
- Sustainable Purchasing Policy

Additional Commissioner Presentation topics:

- Best Practices on Engaging the Public [Unassigned]
- Sea Level Rise impacts [Cm or external presenter; Unassigned]

Additional Presentations/Updates from Staff requested by Commission:

To be completed if staff time and resources permit:

- Mary Avenue Overcrossing
- Policy Opportunities for Improving Air Quality in Sunnyvale [BAAQMD staff]



City of Sunnyvale

Agenda Item

20-0965

Agenda Date: 11/16/2020

Discussion of Effectiveness of Commission Meetings



City of Sunnyvale

Agenda Item

20-0967

Agenda Date: 11/16/2020

Draft Proposal for FY 2021/22 Sustainability Speaker Series

DRAFT 2021-2022 Sustainability Speaker Series Proposal
Prepared by the Sustainability Commission
November 2020

The topics proposed in Table 1 below are relevant to residents and businesses in Sunnyvale and are meant to both educate and motivate action. The Sustainability Commission Subcommittee has proposed topics and ranked them in priority order <to be done Nov. 16, 2020> as shown in the first column of the following table. The table also lists potential event titles, speakers, and a brief description of the topics to be covered.

Table 1: Proposed Topics and speakers <For ranking by Sustainability Commission on Nov. 16, 2020>

Commission Rank	Topic	Event Title	Speaker	Title / Affiliation	Description
	Consumption Emissions	The Emissions that You Purchase	Chris Jones	Director, CoolClimate Network /UC Berkeley	For Sunnyvale and many cities like it, the GHGs we emit locally are just the "tip of the iceberg" in terms of our climate impact! Learn about consumption-based emissions: those that mostly occur elsewhere as a result of our buying decisions here. Learn what drives our consumption-based emissions, how equity issues and consumption emissions are linked, and what your choices can do to make a positive impact.
	Home Electrification	This Old Zero-Emission House: Climate Retrofits on a Limited Budget	Sean Armstrong	Partner and ZNE Design Manager at Redwood Energy	Sunnyvale's existing buildings account for about a third of the city's greenhouse gas emissions. What are the barriers that can keep property owners from retiring polluting appliances, and how can we overcome them? What are highest-impact actions you can take if you're eager to make progress, but you've got a limited budget, or are renting?
	Water Resiliency	Let's Talk Water	Barbara Keegan	District 2 Director, Valley Water	Where does Sunnyvale's water come from? How secure is our future supply considering the impacts of climate change like drought and reduced snowpack? Are there threats to water quality? How is Valley Water partnering with Sunnyvale to protect against storm related flooding? What technologies are coming for water recycling? What is 'Net Zero Water' and how can residents and businesses work towards achieving it? What roles do rainwater harvesting, graywater and onsite recycling play?

Commission Rank	Topic	Event Title	Speaker	Title / Affiliation	Description
	Healthy Community	The Nature Fix	Florence Williams (or other)	Author of <u>The Nature Fix</u>	Research has shown that spending time in nature improves our mental and physical health. Likewise, lack of access to nature can result in sub-optimal health. In some cities historical biases have exacerbated inequities in access to nature and increased the heat island effect. What's the status of Sunnyvale's Urban Forest? How much will trees help the city reduce greenhouse gases? What successes have other cities had in implementing nature-based resilience solutions?
	Sea Level Rise	Who Pays When the Water Comes?	Jeff Goodell or Jeremy Lowe or Will Travis	Author of <u>The Water Will Come</u> Senior Scientist at SFEI, Former Exec. Director, BCDC	Some amount of sea level rise is expected, but how much is uncertain. Projections of 'several feet in the coming century' are only increasing as meaningful emissions reductions globally are delayed. How we navigate these 'uncharted waters' will matter. What are our options in terms of infrastructure, natural barriers, ecosystem services, financing, land use, and city services? How much will it cost and who pays? How can we build in equitable and resilient solutions?
	Health and Adaptation	Well-adjusted: How to stay sane and healthy in a changing climate	TBD		Our climate is already changing and impacting our lives and our health. We have all experienced wildfire smoke creating unhealthy air quality, drought, and extreme heat events. We have seen flooding and wildfire destruction of forests and homes nearby. What are some strategies we can take personally, and in our city to adapt to these changes and protect our mental and physical health?

SCHEDULING

Four events will be spaced approximately every two to three months, coordinated by staff in consideration of speaker availability, staff time, budget, and other City events.

VENUE

The events held since January 2020 have been held in a virtual online environment due to the pandemic. Experience gained in hosting these events will allow flexibility for future events if, for whatever reason, an in-person event is not feasible. Online events allow more people to attend since seating capacity is not limited. When a return to in-person events is deemed safe, the Council Chambers is a first choice of venues because it allows for live broadcast on K-SUN TV as well as recording for later viewing. Other venues including the Sunnyvale Community Theater (capacity 200) and the Community Center Ballroom (capacity 300) are considered when a larger audience is expected. Refreshments will be provided at in-person events with a zero-waste goal.

PUBLICITY

The promotion and marketing of events will be similar to past series. It will include social media, email blasts, Sunnyvale Sun ads, and flyers posted at community businesses. With longer advance notice, the event notices could be printed in *Horizon*. Additional avenues for outreach to local schools, colleges and universities as well as the business/tech community should also be used.

VIDEO RECORDINGS

Each event will be videotaped and made available on the Community TV channel as well as on the City's Sustainability website. If the venue is other than online or City Hall, some funding and coordination is needed for video recording services. If a particular speaker does not allow recording/posting of their talk, a summary of the key points will be written and posted online.

COMMUNITY FEEDBACK

Evaluation surveys will be administered, as done in past series, to collect feedback from attendees on the event experience, identify improvements, and gather suggestions for future topics and speakers.

COSTS

In FY 2020/21, \$27,315 was allocated for four Sustainability Speaker Series events. As all these events are being held virtually, many of the typical costs accrued for the series are not being spent. This includes fees for travel costs, refreshments and staff time for set up and take down of event space. Virtual events accrue cost from staff time, advertising, and speaker fees. The adopted budget for FY21/22 allocates \$25,000 from the Climate Action Playbook projects budget. It remains to be seen if these events will be held in a virtual or in person setting which could result in differences on how the budget is spent.

HISTORY

For context, Table 2. below summarizes the history of prior events and those remaining in the 2020-2021 Sustainability Speaker's Series. The 2018-2019 series marks the shift between calendar year and fiscal year planning to align with Sunnyvale's budgeting fiscal year.

Table 2: Sustainability Speaker Series Event History since inception

Series Year	Title	Speaker	Date	General Topic
2017	Electrifying! Beyond Fossil Fuels in Homes and Businesses	Pierre Delforge	May 31, 2017	Buildings
	Electrifying Our Transportation System	Rod Diridon, Sr.	Aug. 2, 2017	Transportation
	Zero Waste Home	Bea Johnson	Aug. 30, 2017	Waste
2018	Drawdown: 100 Substantive Solutions to Global Warming	Chad Frischmann	Jan. 31, 2018	Climate Solutions
	Hidden in Plain Bite	Katie Cantrell	May 16, 2018	Food
	The Power of Stuff	Annie Leonard	Sept. 26, 2018	Consumption of Resources
	Home Energy: Taking Charge! Panel Discussion	Tom Kabat, Doug Kunz, Dave Edwards, Steve Schmidt, Marianna Grossman	Oct. 25, 2018	Home Energy
2019 <small>(added to 2018 series)</small>	Climate, Energy & Food: A Recipe for Action	Dr. Eugene Cordero	May 22, 2019	Carbon Footprint
FY 2019-2020	Electric Cars Demystified	Jane Rosten, Marc Geller, Jim Barbera	Nov. 9, 2019	EV Transportation
	California's Rise to Water Resilience: What will it take?	Felicia Marcus	Jan. 29, 2020	Water
	Less Traffic, Better Places: How do we get there?	Patrick Siegman	Mar. 11, 2020	Transportation
FY 2020-2021	California's Equitable Carbon Neutral Future	Jarod Blumenfeld Secretary of California EPA	Dec. 3, 2020	Adaptation and CA Climate Policy
	Sustainability goes to School	Nik Kaestner, Director of Sustainability at San Francisco Unified School District	Jan. 30, 2021	Decarbonizing Buildings
	What Moves You - Active, Shared and Electric Transportation	Terra Curtis & Meghan Weir Principals at Nelson/Nygaard	March 17, 2021	Decarbonizing Transportation
	Recycling – Beyond the Triangle	Mark Bowers Former Sunnyvale Solid Waste Programs Division Manager	May 19, 2021	Managing Resources Sustainably



City of Sunnyvale

Agenda Item

20-0968

Agenda Date: 11/16/2020

Updated Annual Work Plan November 2020

2020 Master Work Plan

Sustainability Commission Annual Calendar

MEETING DATE	AGENDA ITEM/ISSUE
January 21	<ul style="list-style-type: none"> SVCE Programs Update [SVCE] FoodCycle and Solid Waste Programs Update [Staff presentation] Rank 2020 Study Issues
February 18	<ul style="list-style-type: none"> Climate Action Playbook Quarterly Update
March 16	<ul style="list-style-type: none"> Meeting Canceled due to COVID-19 Shelter in Place Order
April 20	<ul style="list-style-type: none"> Meeting Canceled due to COVID-19 Shelter in Place Order
May 18	<ul style="list-style-type: none"> Review Recommended Budget Review Community Condition Indicators (rescheduled from February)
June 15	<ul style="list-style-type: none"> Recognition of Service Water Pollution Control Plant and Clean Water Program Update [Staff presentation] (rescheduled from March) Update on Water Supply and Conservation [Staff presentation] (rescheduled from April)
July 20	<ul style="list-style-type: none"> Selection of Chair and Vice Chair Climate Action Playbook Quarterly Update (rescheduled from May) Review of the Active Transportation Plan Final Draft Consideration of addition to SSS subcommittee
August 17	<ul style="list-style-type: none"> Sunnyvale Reach Codes Proposal [Staff presentation/public hearing] Best Practices in Mobility or Transportation Planning [Commissioner Presentation: Paton] Review and Discuss Draft Study Issues
September 21	<ul style="list-style-type: none"> Draft 2021 Master Work Plan
October 19	<ul style="list-style-type: none"> Final month to Propose Study Issues Draft 2021 Master Work Plan Draft Climate Action Scorecard
November 16	<ul style="list-style-type: none"> Approve 2021 Annual Master Work Plan Draft Proposal for FY 2021-2022 Sustainability Speaker Series [Commission Subcommittee presentation] (rescheduled from August) Discussion of Effectiveness of Commission Meetings Climate Action Playbook Quarterly Update (rescheduled from August)¹
December 21	<ul style="list-style-type: none"> Annual Review of Code of Ethics and Conduct for Elected and Appointed Officials

	<ul style="list-style-type: none"> • Best Practices for Pesticide Management [Commissioner presentation: Wickham] • Nominate representative to serve on El Camino Real Plan Advisory Committee • Lawrence Station Area Plan [staff presentation]
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Additional items to be scheduled:

- Study Issues ranking date to be determined based on 2020 Study Issues Workshop date
- Sustainable Purchasing Policy [Staff presentation/public hearing]⁴
- El Camino Real Corridor Plan [Staff presentation/public hearing]⁴
- Moffett Park Specific Plan [Staff presentation/public hearing]⁴
- Topic TBD [Commissioner Presentation]
- Study Issue: Single-Use Plastics Strategy [Staff presentation]^{2, 4}
- Civic Center Update (removed from September meeting)³
- General Plan Update – Air Quality, Noise and Environmental Justice [staff presentation]⁴

Additional Presentations/Updates from Staff requested by Commission:

To be completed if staff time and resources permit

- Resilience Practices in Sunnyvale [Staff presentation]
- Sunnyvale Transportation Demand Management Program [Staff presentation]²
- Update on Air Quality in Sunnyvale [Staff presentation/presentation by BAAQMD staff]
- Update on Peery Park Rides Shuttle Program [may be provided via email]²

¹ There were only 3 quarterly updates this year due to the impacts of the COVID-19 pandemic Shelter in Place order.

² Due to impacts from the COVID-19 pandemic on both staff time and resources as well as the local business community, this item will be delayed until 2021.

³ No significant updates have been made to the Civic Center design since the last update. The design has been adopted by Council and will not come back to the Sustainability Commission for review.

⁴ Items have been included in the 2021 Master Annual Work Plan