



City of Sunnyvale

Agenda Item-No Attachments (PDF)

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REPORT TO COUNCIL

SUBJECT

Approve Study Issue Presentation Dates for Studies Recommended for Study in 2018

BACKGROUND

Council reviewed and prioritized by department the proposed 2018 Study Issues at its annual Study/Budget Issues Workshop on February 16, 2018. Upon establishing the inventory of Study Issues, the next step in the process is for the City Manager to assess the organization's ability to undertake those issues prioritized by Council and their connection to the Council-approved Policy Priorities, operational initiatives, and day-to-day workload. This report presents, for Council consideration, the proposed start date and tentative Council presentation dates for items recommended for study in 2018.

EXISTING POLICY

Council Policy 7.3.1 *Legislative Management- Goals and Policies*

Policy A1: Utilize the General Plan as the City's principal long-range planning tool; utilize the Resource Allocation Plan and Program Outcome Statements as the City's principal mid-range planning tool; and utilize the Council Study Calendar as the City's principal short-range planning tool.

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 Sections 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 and 15378(b)(4) in that it is a fiscal activity that does not involve any commitment to any specific project which may result in a potential significant impact on the environment.

DISCUSSION

At the February 16 Study/Budget Issues Workshop, Council reviewed 36 Study Issues to ranked and prioritize for the 2018 Work Plan. Thirteen Study Issues were ranked by Council for City Manager assessment and consideration. Since the February 16 workshop, staff has assessed its ability to undertake Council's prioritized issues, taking into consideration departmental workloads and available resources. The table in Attachment 1 (Proposed Presentation Dates for 2018 Council-ranked Study Issues) lists ranked Study Issues, and indicates the department's intended start date and Council presentation date. Study Issues falling "below the line" are typically considered deferred and brought back to Council for consideration at the following year's Study/Budget Issues Workshop. This year four Study Issues were identified as "below the line." Staff recommends further consideration of nine Study Issues and will carry forward the 10 previously assigned Study Issues from the year before that still require completion. The 2018 Work Plan will therefore include a total of 19 Study Issues if funding were approved for all 2018 Study Issues.

Every effort will be made to keep Study Issues on track to meet the approved calendar; however, scheduled dates are tentative. To assist Councilmembers in responding to inquiries or concerns from constituents, staff will continue to advise Council of revisions through the Tentative Council Meeting Agenda Calendar (TCMAC) and Update Sunnyvale, when appropriate. Both are maintained regularly with the TCMAC updated weekly and Update Sunnyvale biweekly. In addition, both documents are located on the City's website.

Revised Study Issues

During the February 16 Study/Budget Issues Workshop, Council voted to modify the scope of DPW 18-11 Analysis of Sunnyvale Golf Program and Property Options. The revised scope will instead utilize consultant services to prepare relevant information regarding the appropriate level of subsidy for the City's golf program; thereby reducing the cost to undertake the Study Issue by approximately \$450,000. Further information, analysis and scope of this Study Issue will be included as a supplement in the City Manager's FY 2018/19 Recommended Budget in May.

Upon further review and analysis, Study Issue CDD 18-02 Update and Review of the Heritage Resource Inventory, reflects a change in the budget needed from \$25,000 to \$200,000. The Study Issue originally reflected a cost for scope of services that only inventoried heritage trees in non-residential areas within the city. However, the discussion at the Workshop and language in the Study Issue paper states that the survey would include "residential and non-residential development and help evaluate individual properties for nomination to the City's Heritage Resource inventory." Staff therefore re-evaluated the cost of the study to reflect the full scope. Council may choose to continue or drop the Study Issue during the budget process in May.

FISCAL IMPACT

All but one of the Study Issues noted below require funding and, consistent with past practice, will be considered within the context of the City's overall fiscal situation as a budget supplement included in the City Manager's FY 2018/19 Recommended Budget. Study Issue ESD 18-02 has already been funded from the Solid Waste Enterprise Fund through a Budget Modification passed by Council on February 27. Study Issue ESD 18-01 will be funded through existing Climate Action Plan (CAP) Implementation Projects Budget and will prioritize seeking grant or collaborative funding. Staff has determined that the remaining four Study Issues will require a General Fund budget allocation in the amount of \$850,000 dollars.

Study issue	Title	Cost
ESD 18-02	Planning for Post-2021 Solid Waste & Recycling Collection Franchise	\$50,000 (already funded)
ESD 18-01	Encouraging Heat Pump Water and Space Heating	\$50,000 (already funded)
CDD 18-02	Update and Review of the Heritage Resource Inventory	\$200,000
DPW 18-07	Feasibility of Acquiring Control of Caltrans Traffic Signals on El Camino Real	\$250,000

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	\$350,000
DPW 18-11	Analysis of Sunnyvale Golf Program and Property Options	\$50,000
Total Cost		\$850,000

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.

ALTERNATIVES

1. Approve the Proposed Presentation Dates for 2018 Council-ranked Study Issues as noted in Attachment 1.
2. Approve the Proposed Presentation Dates for 2018 Council-ranked Study Issues with modifications as directed by Council.

STAFF RECOMMENDATION

Alternative 1: Approve the Proposed Presentation Dates for 2018 Council-ranked Study Issues as noted in Attachment 1 to the report.

Prepared by: Lupita Alamos, Senior Management Analyst
Reviewed by: Timothy J. Kirby, Director, Department of Finance
Reviewed by: Teri Silva, Assistant City Manager
Approved by: Kent Steffens, City Manager

ATTACHMENT

1. Proposed Presentation dates for 2018 Council-ranked Study Issues