

City Council
Proposed 2024
Study Issues and
Budget Proposals



Sunnyvale

Public Hearing

Tuesday, January 23, 2024, 7 p.m.

Study Issues and Budget Proposals Workshop

Thursday, February 15, 2024, 8:30 a.m.



City of Sunnyvale

Notice and Agenda City Council

Thursday, February 15, 2024

8:30 AM

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

Special Meeting: Study Issues/Budget Proposals Workshop - 8:30 AM

Meeting online link: <https://sunnyvale-ca-gov.zoom.us/j/96111580540>

Public Participation

- *In-person participation: You may provide public comment by filling out a speaker card (optional) and giving it to the City Clerk.*

As a courtesy, and technology permitting, members of the public may also attend online. However, the City cannot guarantee that the public's access to online technology will be uninterrupted, and technical difficulties may occur from time to time. Unless required by the Ralph M. Brown Act, the meeting will continue despite technical difficulties for participants using the online option.

- *Online participation: You may provide audio public comment by connecting to the 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/96111580540>

*Meeting call-in telephone number: 833-548-0276 | Meeting ID: 961 1158 0540
(*9 to request to speak | *6 to unmute/mute)*

- *Watch the City Council meeting at <http://youtube.com/SunnyvaleMeetings> or on television over Comcast Channel 15, AT&T Channel 99*

- *Submit written comments to the City Council no later than 4 hours prior to the meeting start to council@sunnyvale.ca.gov or by mail to:
City Clerk, 456 W. Olive Ave., Sunnyvale, CA 94086*

- *Review recordings of this meeting and past meetings at <https://sunnyvaleca.legistar.com/calendar.aspx> or*

<http://youtube.com/SunnyvaleMeetings>

Accessibility/Americans with Disabilities Act (ADA) Notice

Pursuant to the Americans with Disabilities Act (ADA), if you need special assistance to provide public comment, or 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. The Office of the City Clerk may be reached at 408-730-7483 or cityclerk@sunnyvale.ca.gov (28 CFR 35.160 (b) (1)).

CALL TO ORDER

Call to Order in the Council Chambers

ROLL CALL

PUBLIC COMMENT

This category is limited to 30 minutes with a maximum of up to three minutes per speaker. If you wish to address the Council, please refer to the notice at the beginning of this agenda. This is the time for the public to address the City Council on all the agenda items listed below. No other items may be discussed at this special meeting. If there are many speakers, the Mayor may either shorten the time for individual speakers or extend the time for oral communications. NOTE: The Public Hearing for the proposed 2024 Study and Budget Issues was held on January 23, 2024.

INTRODUCTION BY THE CITY MANAGER

FISCAL OUTLOOK PRESENTATION

OVERVIEW OF THE STUDY ISSUES/BUDGET PROPOSALS PROCESS

REVIEW, DISCUSSION AND PRIORITY SETTING: STUDY ISSUES/BUDGET PROPOSALS

AVAILABILITY OF RANKING/NEXT STEPS

CLOSING REMARKS

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 NOVA Workforce Services reception desk located on the first floor of City Hall at 456 W. Olive Avenue, during normal business hours, 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 on the fourth floor of City Hall at 456 W. Olive Avenue, during normal business hours and in the Council Chambers 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.

Planning a presentation for a City Council meeting?

To help you prepare and deliver your public comments, please review the "Making Public Comments During City Council or Planning Commission Meetings" available at <http://Sunnyvale.ca.gov/PublicComments>

Planning to provide materials to Council?

If you wish to provide the City Council with copies of your presentation materials, please provide 12 copies of the materials to the Office of the City Clerk. The City Clerk will distribute your items to the Council.

Upcoming Meetings

Visit <https://sunnyvaleca.legistar.com> for upcoming Council, board and commission meeting information.



Memorandum

Date: 2/2/2024
To: Honorable Mayor and Members of the City Council
From: Kent Steffens, City Manager *Kent Steffens*
Subject: Council Study Issues/Budget Proposals Workshop

Overview

The purpose of the workshop is to identify study issue priorities for the 2024 calendar 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 and our commissions, while being mindful of resources and organizational bandwidth to conduct the studies.

Fiscal Overview

During the Study Issues/Budget Proposals Workshop, staff will be presenting Council an overview of the City's fiscal outlook and current conditions to inform the Study Issues/Budget Proposals 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 prioritized study issues that require funds to initiate a study will be presented for Council consideration as part of the FY 2024/25 Budget.

Context for Decision Making

To help guide Council decision-making, the following is the list of Council Policy Priorities established and confirmed by Council at its Strategic Workshop on January 25, 2024:

- Civic Center Modernization
- Ability of Infrastructure to Support Development and Traffic
- Accelerating Climate Action, the Active Transportation Plan and Vision Zero Plan
- Support the Unhoused Community
- Downtown Sunnyvale
- Equity, Access and Inclusion

During Council's Strategic Workshop, 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.

Included in the 2024 Study Issues Workplan process are 40 proposed study issues and 6 budget proposals. Staff supports ranking 24 study issues and referring 2 budget proposals. Of the 6 budget proposals, the City Manager sponsored 2 budget proposals: 2024-02 *Purchase and Install Fixed Automatic License Plate Reader (ALPR) Devices to Enhance Public Safety and Assist the Department of Public Safety with Criminal Investigations* and 2024-05 *Increase the Service Level Pertaining to City Legislative and Funding Advocacy*. Staff recommendations are still pending on study issues and budget proposals being drafted by staff, as



Memorandum

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 24 new study 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. For Budget Proposals, they may be dropped, deferred or referred to the budget process.

Not included in this packet are the following Study Issues and Budget Proposals that are currently being drafted by staff:

- CDD 24-06: Re-evaluate Sign Ordinance related to public and commercial property
- DPS 24-03: Evaluate Vehicle Abatement Program Service Delivery and Explore Ways to Improve Service
- DPS 24-04: Explore the Creation of a Special Needs Awareness Program
- DPW 24-03: Create a Council Policy Framework to Establish a Process for Evaluating Requests for City to Take Over Private Infrastructure Based on Potential Offers of Dedication in the Moffett Park Specific Plan Area
- DPW 24-07: Explore the Benefits and Costs of Project Labor Agreements (PLAs) to Establish the Terms and Conditions of Employment for Specific City Construction Projects
- DPW 24-08: Explore the Feasibility of Converting the PG&E Lots Facing Ramona Avenue, Lois Avenue, and/or Dona Avenue into an open green space linear park for the community
- DPW 24-09: Improving Pedestrian and Bicycle Safety Near Intersections and Crosswalks at Fremont High School and Homestead High School
- DPW 24-10: Evaluate a program to receive requests from residents for painting curbs red
- DPW 24-11: Sunnyvale Gateway Program
- OCM 24-01: North Sunnyvale Quality of Life Improvement Master Plan
- OCM 24-02: Evaluate the City of Sunnyvale Study Issues Process
- Budget Proposal 2024-03: Increase Staffing Levels to Support Year-Round Implementation of the Department of Public Safety Burglary Suppression Detail (BSD)
- Budget Proposal 2024-04: Increase Staffing Levels for the Department of Public Safety Traffic Safety Unit
- Budget Proposal 2024-05: Increase the Service Level Pertaining to City Legislative and Funding Advocacy
- Budget Proposal 2024-06: Red Curb Paint Program

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



Memorandum

The 2023 Study Issues Workplan includes a total of 27 study issues. Since the 2023 Workshop, 2 study issues have been completed, with 25 study issues currently underway from previous years. Included in this packet is an update on each active study issue in the 2023 Study Issues Workplan, including estimated completion dates. As of January 2024, 10.7% of staff positions are vacant. Capacity to complete remaining study issues will limit the number of new studies that can be completed in 2024.

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. Council Policy 7.3.26 (Study Issues Process) provides for ranking of proposed study issues through either forced or choice ranking. Study issues will be ranked by each Councilmember using paper ballots.

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 Issues/Budget Proposals 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, if known. 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 2024/25 Budget.



Sunnyvale

Memorandum

Study Issues Proposed for Initiation in 2024

On March 26, staff will present a Report to Council identifying the study issues that can be initiated in 2024, 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.



2024 Study Issues Workshop Boards and Commissions Rankings

Version: 1/30/2024

Board/Commission (Abbreviation)	Meeting Date to Rank SIs	Count of SIs to Rank
Arts Commission (AC)	1/17/2024	2
Bicycle and Pedestrian Advisory Commission (BPAC)	1/29/2024	6
Board of Library Trustees (BLT)	1/22/2024	1
Heritage Preservation Commission (HPC)	1/9/2024	2
Housing and Human Services Commission (HHSC)	1/24/2024	2
Human Relations Commission (HRC)		0
Parks and Recreation Commission (PRC)	1/10/2024	8
Planning Commission (PC)	1/22/2024	8
Sustainability Commission (SC)	1/16/2024	5

List of Study Issues with Rankings by B/Cs

*Direction to Boards/Commissions Only: Study Issues with an asterisk can not dropped/deferred (2023 Deferred or Below the Line items).

Number	Title	Sponsor	AC	BPAC	BLT	HPC	HHSC	HRC	PRC	PC	SC
CDD 18-02	Update and Review of the Heritage Resource Inventory	* HPC				1					
CDD 19-06	Programs to Encourage Visitation to Heritage and Landmark Resources	* HPC				2					
CDD 22-05	Consider Modifications to the Sunnyvale Municipal Code Related to Undergrounding Utilities	* Council								8	
CDD 23-02	Consider General Plan Land Use Designation Amendments and Rezoning for 26 Legal Non-Conforming Single- and Two-Family Dwellings	* City Manager								1	
CDD 23-04	Explore Expanding Sunnyvale Municipal Code Chapter 19.52 (Art in Private Development) to Include a Public Art Requirement for High Density Residential Developments (Including Affordable Housing)	* AC	1							6	
CDD 24-02	Explore the Creation of a Dark Sky Ordinance for all Private Property	PC								5	
CDD 24-03	Establishment of a Sanctioned Encampment for Unhoused Individuals in Sunnyvale	Council					1				
CDD 24-04	Peery Park Specific Plan Amendment (area east of Mathilda Avenue)	Council		2			drop			7	3
CDD 24-05	Review and Evaluate Appeals Fees and Process	Council								4	
DPW 20-03	Waste Reduction Initiative in Sunnyvale Parks	* PRC							3		



2024 Study Issues Workshop Boards and Commissions Rankings

Version: 1/30/2024

List of Study Issues with Rankings by B/Cs

*Direction to Boards/Commissions Only: Study Issues with an asterisk can not dropped/deferred (2023 Deferred or Below the Line items).

Number	Title		Sponsor	AC	BPAC	BLT	HPC	HHSC	HRC	PRC	PC	SC
DPW 20-11	Evaluate Feasibility of Dog Off-leash Hours in Select Sunnyvale Park(s)	*	PRC							1		
DPW 22-08	Evaluate the Council Policy for Naming City Parks with the Intention of Incorporating a More Diverse Cultural History in Park Names Including South Asian Culture and Develop a Policy for Renaming Existing Parks	*	Council							7		
DPW 23-05	Vision Zero Redesign of Borregas Avenue	*	Council		Drop							
DPW 23-07	Evaluate the Feasibility of an Ordinance to Ban the Use of Gas-Powered Leaf Blowers and Other Small Two-Stroke Motors Within the City Limits of Sunnyvale	*	Council							8		Defer
DPW 23-08	Define Metrics that the City Will Use to Evaluate Progress on Bicycle and Pedestrian Infrastructure for Future Reporting	*	Council		Drop							
DPW 24-01	Evaluate Feasibility of an Art Crosswalks Program or Policy		Council	2								
DPW 24-02	Complete Streets Redesign of Fair Oaks Avenue		Council		1							
DPW 24-04	Evaluate Late Night Lights at Public Parks		PRC							2		
DPW 24-05	Explore Making the City-Owned Property at West Evelyn & Mathilda Place Open and Accessible to the Public with A Rehabilitation of the Existing Bus Terminal Sign Abandoned at that Location		PRC							4		
DPW 24-06	Explore the Feasibility of Planting 2,025 New Trees in Sunnyvale by the Year 2025		PRC							5		
ESD 22-02	Promotion and Assessment of Sustainable Landscaping Strategies	*	SC							6		2
ESD 24-01	Evaluate the Use of Artificial Turf versus Living Groundcover		SC								3	1
LRS 24-02	Benchmark Sunnyvale Public Library Collections and Budget to Understand the Effect of the Cost of Digital Materials and the Addition of New Branch Library		BLT			1						



2024 Study Issues Workshop Boards and Commissions Rankings

Version: 1/30/2024

List of Study Issues Deferred by B/Cs

Number	Title	Sponsor	AC	BPAC	BLT	HPC	HHSC	HRC	PRC	PC	SC
ESD 24-02	Evaluate Adopting Transit-Supportive Policies for Sunnyvale	SC		Defer						2	Defer

List of Study Issues Dropped by B/Cs

Number	Title	Sponsor	AC	BPAC	BLT	HPC	HHSC	HRC	PRC	PC	SC
DPW 23-03	Develop Bicycle Wayfinding Signage Plan	BPAC		Drop							

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

Version: 1/30/2024

#	Title	Required Staff Effort	Cost of Study	Cost to Implement*	B/C Rank	Dept. Rank
OCM 21-04	Establishing Local Rules for City Council Campaign Contributions That Would Differ from the Requirements of AB 571	Minor	\$ -	Minimal	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.



2024 Study Issues Workshop
Status Report: Continuing and Completed Study Issues
City Manager

OCM

Continuing Study Issues

Number	Study Issue and Status
OCM 20-01	Service Worker Retention Ordinance <i>Outreach to other cities completed. Staff could only find one other city with a similar ordinance.</i>
OCM 22-02	Investigate Potential Locations, Funding, and Outreach for Overnight Warming Centers in the City of Sunnyvale During Inclement Weather <i>Staff is working with Santa Clara County's recent RFP for qualified operators. City staff and the County are collaborating to identify opportunities and more information will be available at a later date. Staff planning full outreach plan for impacted businesses and advocates in late February 2024.</i>

Completed Study Issues

Number	Study Issue	Date Completed
OCM 23-01	Evaluate Funding a Full-time Position to Address Homeless Concerns in the City of Sunnyvale	4/25/2023



City of Sunnyvale

Agenda Item

24-0115

Agenda Date: 2/15/2024

2023 COUNCIL STUDY ISSUE

NUMBER

OCM 21-04

TITLE Establishing Local Rules for City Council Campaign Contributions That Would Differ from the Requirements of AB 571

BACKGROUND

Lead Department: Office of the City Manager
Support Departments: Office of the City Attorney
Sponsor(s): Councilmembers: Melton, Fong, Din
History: 1 year ago: Deferred by Council
2 years ago: Deferred by Council

SCOPE OF THE STUDY

What precipitated this Study?

At the January 12, 2021 City Council meeting, Councilmember Melton sponsored a study issue related to establishing a local limit on campaign contributions to local candidates that supersedes the requirements of AB 571, which went into effect on January 1, 2021.

AB 571 limits contributions to campaigns for local county and city offices (Government Code section 85301(d)). For 2021-22, the limit was \$4,900 per each individual contributor. The limit for 2023-24 is \$5,500 per each individual contributor. However, cities may adopt different limits for local campaign contributions (Government Code section 85702.5). Thus, the Council has the option of setting a different local contribution limit, an amount lower or higher than the default limit, or setting no limit for local campaign contributions.

On July 14, 2020, the City Council held a Study Session on Local Campaign Finance, including AB 571 (RTC No. 20-0597). During the Study Session, Councilmembers shared concerns regarding local control versus state mandates setting local campaign limits, whether the state campaign contribution limit is set at the appropriate level for Sunnyvale, and the option of setting no limit. It was noted during discussions that Independent Expenditure Committees are not subject to the state contribution limit nor could a local contribution limit be applied to Independent Expenditure Committees and that these contribution limits do not apply to self-funded candidates. The idea of setting a local contribution limit for the Mayor, with a lower limit set for District Councilmembers, was also suggested.

What are the key elements of the Study?

This Study would include surveying comparable Bay Area cities to identify local contribution limits in neighboring jurisdictions. Staff would identify any considerations that comparable agencies have established. In addition, staff would present options to Council for consideration.

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: Existing operating funds

The Study would require minor staff time from the Office of the City Manager to conduct the survey and prepare a summary for Council.

Cost to Implement Study Results

Minimal cost is expected to implement including drafting of an implementation ordinance, updates to election materials and outreach to existing campaign committees.

EXPECTED CITY COUNCIL, BOARD OR COMMISSION PARTICIPATION

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

STAFF RECOMMENDATION

Support. This policy issue merits discussion at the 2024 Study Issues Workshop.

The topic of local campaign contribution limits was discussed during the July 14, 2020 Study Session on local Campaign Finance. Now that Sunnyvale has conducted its first by-district elections in November 2020 and November 2022, Council may want to consider a local campaign contribution limit.

Prepared by: David Carnahan, City Clerk
Reviewed by: Teri Silva, Assistant City Manager
Approved by: Kent Steffens, City Manager

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

Version: 1/30/2024

#	Title	Required Staff Effort	Cost of Study	Cost to Implement*	B/C Rank	Dept. Rank
CDD 18-02	Update and Review of the Heritage Resource Inventory	Moderate	\$ 400,000	Unknown	HPC - 1	8
CDD 19-06	Programs to Encourage Visitation to Heritage and Landmark Resources	Minor	\$ -	Unknown	HPC - 2	9
CDD 22-05	Consider Modifications to the Sunnyvale Municipal Code Related to Undergrounding Utilities	Major	\$ 50,000	Unknown	PC - 8	4
CDD 23-02	Consider General Plan Land Use Designation Amendments and Rezoning for 22 Legal Non-Conforming Single- and Two-Family Dwellings	Moderate	\$ -	Minimal or no cost	PC - 1	2
CDD 23-04	Explore Expanding Sunnyvale Municipal Code Chapter 19.52 (Art in Private Development) to Include a Public Art Requirement for High Density Residential Developments (Including Affordable Housing)	Moderate	\$ 50,000	Unknown	AC - 1 PC - 6	10
CDD 24-01	Determine Cost and Feasibility of Requiring Structural Retrofitting of Existing Seismically-Vulnerable Buildings within a Specific Time Frame	Moderate	\$ 125,000	Unknown	N/A	1
CDD 24-02	Explore the Creation of a Dark Sky Ordinance for all Private Property	Moderate	\$ 50,000	Unknown	PC - 5	6
CDD 24-03	Establishment of a Sanctioned Encampment for Unhoused Individuals in Sunnyvale	Major	\$ 40,000	Unknown	HHSC - 1	3
CDD 24-04	Peery Park Specific Plan Amendment (area east of Mathilda Avenue)	Major	\$ 350,000	Minimal or no cost	BPAC - 2 HHSC - drop PC - 7 SC - 3	7
CDD 24-05	Review and Evaluate Appeals Fees and Process	Moderate	\$ 20,000	Unknown	PC - 4	5

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



**2024 Study Issues Workshop
Status Report: Continuing and Completed Study Issues
Community Development**

CDD

Continuing Study Issues

Number	Study Issue and Status
CDD 19-04	Update to the Historical Context Statement to Include Historical Contributions Made by Asian Americans and Other Minority Groups <i>The Council approved a budget supplement of \$50k in June 2023 to cover consultant costs to prepare the update. Kickoff is expected in mid-2024.</i>
CDD 19-05	Update to the Heritage Resource Inventory to Include Potential Resources Associated with Technological Innovation <i>Staff selected a consultant in December 2023, but failed to agree on contract terms. Consultant is expected to be selected in 2024.</i>
CDD 19-07	Evaluate the Minimum Parking Requirements for Residential Uses <i>Staff is bringing the analysis of residential parking standards and potential revisions to be considered by the Planning Commission on February 12, 2024 and City Council on March 19, 2024. Staff is recommending preparation of a formal code amendments following direction by the City Council.</i>
CDD 20-01	Updates to the Single-Family Home Design Techniques Document <i>Staff is reviewing the consultant's updated administrative draft of the new Low Density Development Standards and is making refinements to the proposed standards. Once complete, study sessions and public hearings will be scheduled.</i>
CDD 22-07	Evaluate a Pilot Program for Universal Basic Income including Potential Funding Sources <i>Final analysis report is being prepared by the consultant. Once completed, staff will meet with the City Manager to discuss findings and recommendations.</i>
CDD 23-01	Consider Increasing Inclusionary Housing Requirements to 20% in New Residential Development, and Review and Update the Housing In-Lieu Fees for Rental and Ownership Housing <i>SCC Planning Collaborative issued RFP for proposal for several cities in Santa Clara County. Proposals are being reviewed and interviews scheduled.</i>
CDD 23-05	Evaluate Existing and Potential Emergency Housing and Shelter Opportunities for Families with Minor Children Experiencing Homelessness <i>New Homeless Services Manager, hired 1/10/24, will oversee this study issue in Summer 2024.</i>

Completed Study Issues

Number	Study Issue	Date Completed
CDD 19-01	Evaluation of Right-To-Lease Ordinance	4/25/2023



City of Sunnyvale

Agenda Item

24-0127

Agenda Date: 2/15/2024

2024 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: Deferred by Council
 2 years ago: Deferred by Council

SCOPE OF THE STUDY

What precipitated this Study?

The Heritage Preservation Commission identified a need to examine 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, as well as the broader community. The Study would also examine the current list and the appropriateness of the specific designations.

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: \$400,000
Funding Source: Will seek budget supplement - General Fund

A consultant would conduct a survey of residential and non-residential developments as well as significant people and events and help evaluate individual properties for nomination to the City's Heritage Resource Inventory.

Cost to Implement Study Results

Unknown. The 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 2024 Study Issues Workshop.

The last citywide survey was conducted over 15 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. In 2021, 2022, and 2023, the Study Issue was deferred by Council. 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 goals and policies to enhance, preserve, and protect Sunnyvale's heritage.

Prepared by: Momoko Ishijima, Senior Planner

Reviewed by: Shaunn Mendrin, Planning Officer

Reviewed by: Trudi Ryan, Director, Community Development Department

Reviewed by: Connie Verceles, Deputy City Manager

Approved by: Kent Steffens, City Manager



City of Sunnyvale

Agenda Item

24-0128

Agenda Date: 2/15/2024

2024 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: Deferred by Council

SCOPE OF THE STUDY

What precipitated this Study?

The City has approximately 56 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 Commission sponsored a map created in the 1990s for a self-guided bike tour of these 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: \$0
Funding Source: N/A

Cost to Implement Study Results

Unknown. The Study would include assessment of potential costs, such as brochures (graphics and mapping), wayfinding signage, web-based application or other tools that may encourage visitation to heritage landmarks and resources.

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 2024 Study Issues Workshop.

In 2022 and 2023, the Study Issue was deferred by the Council. 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: Momoko Ishijima, Senior Planner
Reviewed by: Shaunn Mendrin, Planning Officer
Reviewed by: Trudi Ryan, Director, Community Development
Reviewed by: Connie Verceles, Deputy City Manager
Approved by: Kent Steffens, City Manager

ATTACHMENTS

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



City of Sunnyvale

Agenda Item

24-0125

Agenda Date: 2/15/2024

2024 COUNCIL STUDY ISSUE

NUMBER

CDD 22-05

TITLE Consider Modifications to the Sunnyvale Municipal Code Related to Undergrounding Utilities

BACKGROUND

Lead Department: Community Development Department

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

Sponsor(s): Councilmembers: Melton, Klein

History: 1 year ago: Ranked, Below the Line
2 years ago: Ranked, Below the Line

SCOPE OF THE STUDY

What precipitated this Study?

In 2021 the Council considered a housing project that used the State Density Bonus Law to request relief from the City’s utility undergrounding requirement as an incentive or concession to reduce the cost of the project. During the public hearing on the item, a few Councilmembers inquired about and expressed concerns over this request. At a subsequent meeting, a Study Issue was sponsored to update the existing requirements and explore modifications to the regulations to emphasize and bolster the safety aspects related to undergrounding utilities to avoid these types of incentive or concession requests in the future.

What are the key elements of the Study?

There are several reasons jurisdictions require the undergrounding of utilities; the two primary purposes are safety and aesthetics. While costly, undergrounding utilities often reduces fire hazards, accidents, safety risks, and power outages while also improving road safety by lessening the chances of motorists striking poles. In Sunnyvale, it is rare that a development project uses the Density Bonus Law to avoid this requirement; however, it does happen occasionally. The Study would evaluate whether there are significant, quantifiable, direct, and unavoidable impacts to public health and safety related to overhead utility lines that can only be feasibly mitigated by undergrounding, and if so, whether the City could adopt undergrounding regulations that could be legally used as a basis for denying a request for an incentive or concession under the Density Bonus Law.

This Study may include:

- Evaluation of the current regulations to:
 - Strengthen the language to better reflect the safety aspects of undergrounding utilities, which may include the addition of findings regarding safety.

- Evaluate the existing language in state housing laws regarding incentives and concessions programs.
- Review of current practices and how undergrounding waivers, concessions and deferrals are evaluated, determined, processed, and tracked.
- Discussions with other jurisdictions to compare undergrounding requirements.
- Community outreach.
- Hiring a consultant with specialized knowledge on the topic who can aid the City in better understanding the safety impacts/risks.
- Preparation of a draft ordinance if municipal code changes are identified.

Estimated years to complete Study: 1-2 years

FISCAL IMPACT

Cost to Conduct Study

Level of staff effort required (opportunity cost):	Major
Funding Required for Non-Budgeted Costs:	\$50,000
Funding Source:	Will seek budget supplement

Funding would be used to hire a specialist on the topic to help the City understand the safety impacts/risks with not undergrounding utilities.

Cost to Implement Study Results

Unknown. The 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

STAFF RECOMMENDATION

Support. This policy issue merits discussion at the 2024 Study Issues Workshop.

Understanding the safety risks and impacts that surround undergrounding of utilities is important and making modifications to the Sunnyvale Municipal Code to mirror the information gained would be a responsible approach by the City. However, it is important to note that the language surrounding concessions and waivers associated with the State Density Bonus in the Housing Accountability Act does state that a reasoning as to when a jurisdiction can say no to a concession/waiver should be infrequently used. Therefore, while an important Study, the City may still have to allow these concessions in some cases if the results of the research do not point to a serious safety risk if utilities are not undergrounded in the City.

Prepared by: Shaunn Mendrin, Planning Officer
Reviewed by: Trudi Ryan, Director, Community Development Department
Reviewed by: Chip Taylor, Director, Department of Public Works
Reviewed by: Connie Verceles, Deputy City Manager
Approved by: Kent Steffens, City Manager



City of Sunnyvale

Agenda Item

24-0126

Agenda Date: 2/15/2024

2024 COUNCIL STUDY ISSUE

NUMBER

CDD 23-02

TITLE Consider General Plan Land Use Designation Amendments and Rezoning for 26 Legal Non-Conforming Single- and Two-Family Dwellings

BACKGROUND

Lead Department:	Community Development
Support Departments:	Office of the City Manager Office of the City Attorney
Sponsor(s):	City Manager
History:	1 year ago: Ranked, Below the Line 2 years ago: N/A

SCOPE OF THE STUDY

What precipitated this Study?

In 2019, a study issue was sponsored by the Council (CDD 21-01) to research legal non-conforming single-family dwellings in non-residential zoning districts. The Study resulted in modifications to Title 19 (Zoning) of the Sunnyvale Municipal Code (SMC) to allow both single- and two-family dwelling property owners the ability to expand and modify these legal non-conforming parcels (RTC No. 22-1133). Part of the original Study Issue included considering rezoning and changing the General Plan land use designation for some of the non-conforming parcels; however, that part of the Study required additional public outreach and staff found that only 22 of the 38 parcels studied in the previous Study Issue would be good candidates for these changes. Additionally, at the February 16, 2023 Study Issues and Budget Proposals Workshop, the Council identified four additional parcels, on North Pastoria Avenue, to be included in the Study. Therefore, staff has amended this Study Issue paper to evaluate 26 parcels and consider changing the General Plan land use designation for the original 22 parcels from Office to Low Medium Density Residential and the Zoning Map designation from Office to R-2 and for the four additional parcels changing the General Plan land use designation from Peery Park to Low Density Residential and the Zoning Map designation from Peery Park Specific Plan - Mixed Industry Core to R-0.

Creating consistency between what is currently on a parcel and the land use designation/zoning district provides a positive benefit to the property owners by offering them the same development allowances that the modifications to the zoning ordinance brings, but will also allow them the ability to redevelop the parcel fully with the same use, build both streamlined and non-streamlined accessory dwelling units, and give the potential for redevelopment under SMC Chapter 19.78 (Dual Urban Opportunity Housing).

Attachment 1 provides maps of the 26 legal non-conforming single- and two-family dwellings that would be studied to determine if they are suitable for a General Plan land use designation change and rezoning. The accompanying table gives other related information on the parcels. Rezoning the 22 parcels currently designated for office would not result in spot zoning or a loss in a transitional parcel; the Study would evaluate whether those findings could be made for the four parcels currently designated as part of the Peery Park Specific Plan.

What are the key elements of the Study?

The Study to change the land use designation and zoning for the 26 parcels would include:

- Outreach to the property owners;
- Public Hearings for the General Plan Amendment and Rezoning to:
 - Change the Land Use Designations of 22 parcels from Office to Low-Medium Density Residential and base zoning from Office to R-2;
 - Change the Land Use Designations of four parcels from Peery Park to Low Density Residential and base zoning from Peery Park Specific Plan - Mixed Industry Core to R-0; and
- Mapping changes associated with the rezoning/land use changes.

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

This Study would be completed by staff and would not require outside consultant assistance.

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 2024 Study Issues Workshop.

Creating consistency between what is currently on a parcel and the General Plan land use designation and Zoning designation is both beneficial to the property owner and the City. Allowing these property owners the ability to do more on their parcels, similar to their nearby neighbors in residential zoning districts, will likely allow them to maximize the potential of their property and potentially help them to age in place by allowing additional units on the properties.

Prepared by: Shaunn Mendrin, Planning Officer
Reviewed by: Trudi Ryan, Director of Community Development Department

Reviewed by: Connie Verceles, Deputy City Manager
Approved by: Kent Steffens, City Manager

ATTACHMENT

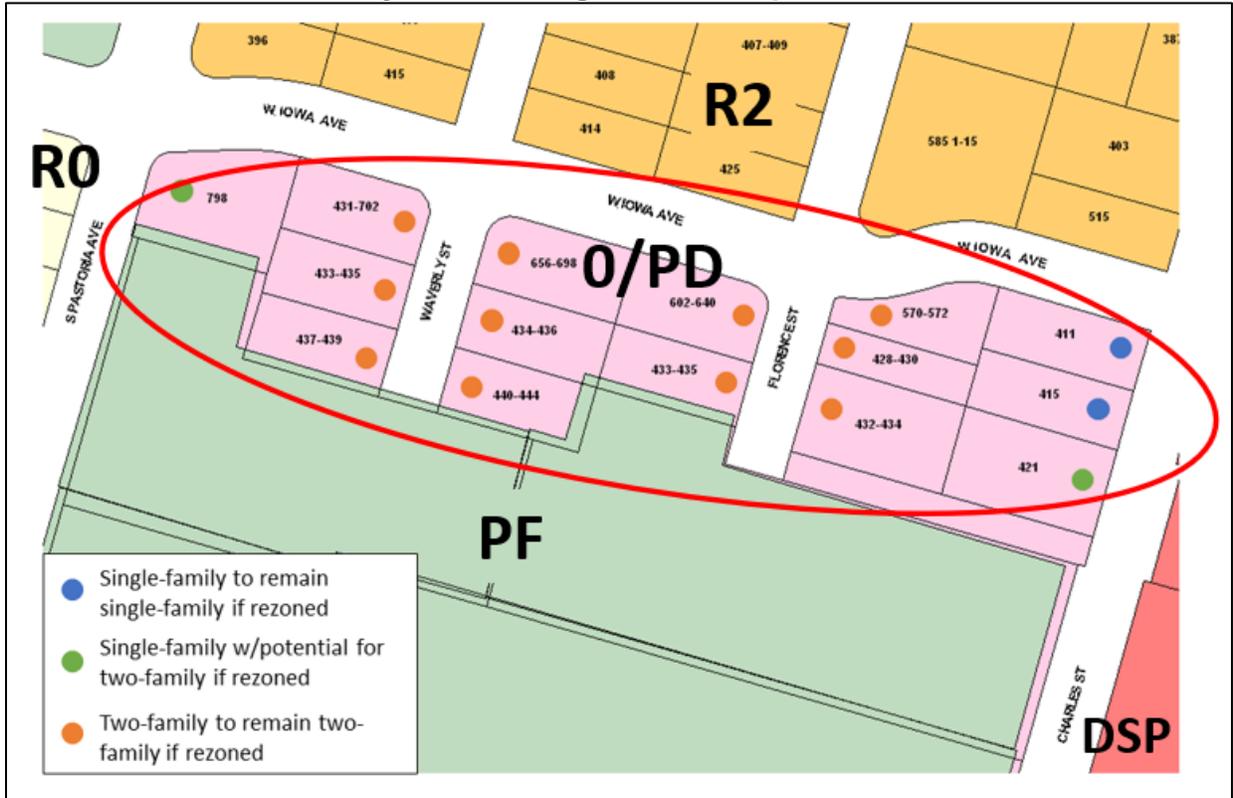
1. Map and Summaries of Legal Non-Conforming Properties Suggested for Rezoning and Land Use Designation Study

Study Issue CDD 23-02

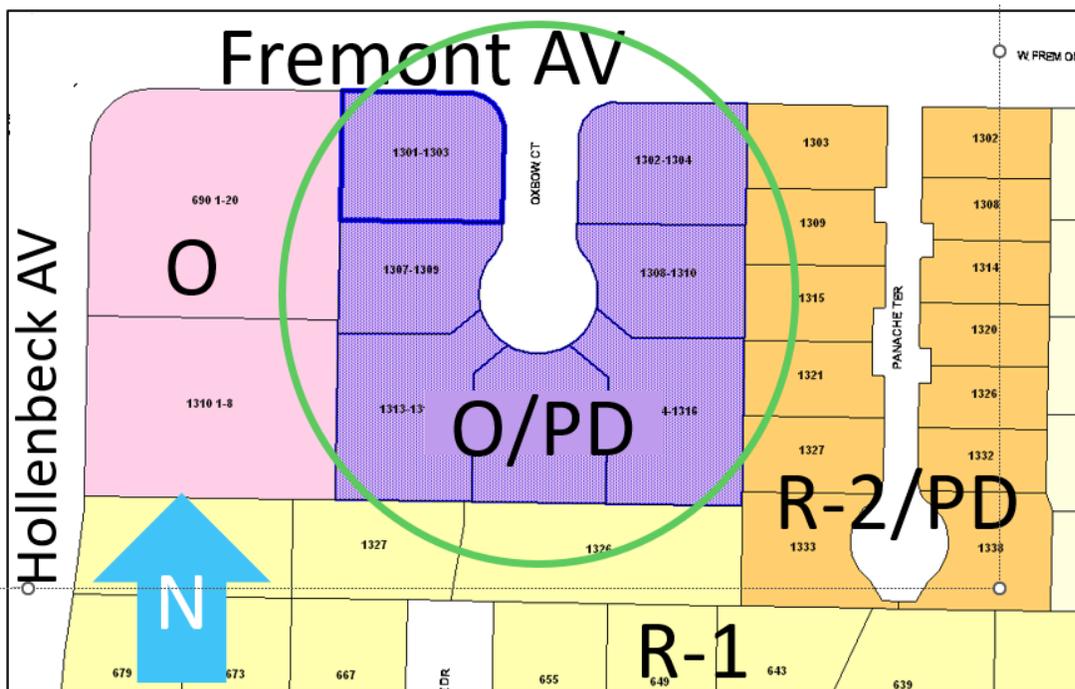
Single-Family and Two-Family Dwellings Suggested for Rezoning and General Plan Amendment

Properties Recommended for Rezoning	Existing Zoning	Existing General Plan Designation	Staff Preliminary Recommendation for Zoning	Staff Preliminary Recommendation for General Plan Land Use Designation
W IOWA AREA (4 SFR parcels; 10 two-family dwelling parcels)	Office (PD)	Office	R-2	Low Medium Density Residential
<i>Parcels are in a residential neighborhood adjacent to the R-2, PF, and R-0 zoning and the Downtown Specific Plan zoning district. See Figure 1 below for details.</i>				
591 S MURPHY AVENUE (1 SFR parcel)	Commercial (ECR)	Commercial Mixed Use	R-2	Low Medium Density Residential
<i>Parcel is adjacent to the R-2 zoning district and El Camino Real Specific Plan. The parcel is currently developed with a single-family residence; it is not large enough to accommodate a two-family dwelling.</i>				
1301-1320 OXBOW COURT (7 two-family dwelling parcels)	Office (PD)	Office	R-2	Low Medium Density Residential
<i>Parcels are in a residential neighborhood adjacent to the R-2 and R-0 zoning district.</i>				
260, 280-290 N PASTORIA AVENUE (4 SFR parcels)	Peery Park Specific Plan (PPSP) – Mixed Industry Core (MIC)	Peery Park	R-0	Low Density Residential
<i>Parcels are within an industrial area but adjacent to properties in the R-0 zoning district.</i>				

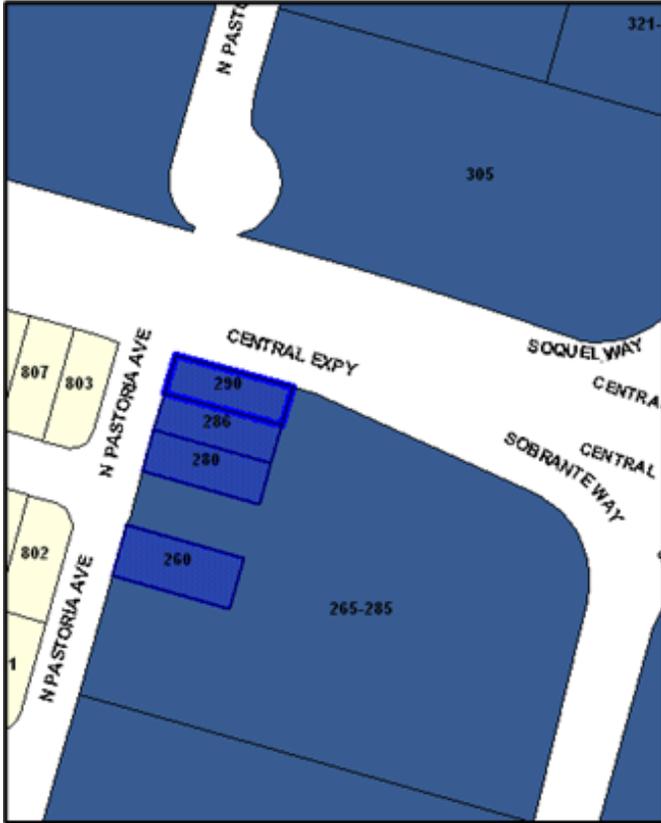
West Iowa AV Area w/ Adjacent Zoning and Development Potential if Rezoned



Oxbow Court Area



North Pastoria Avenue Area



Detailed Summary of Properties

1. West Iowa Area - 411, 415, 421 Charles Street

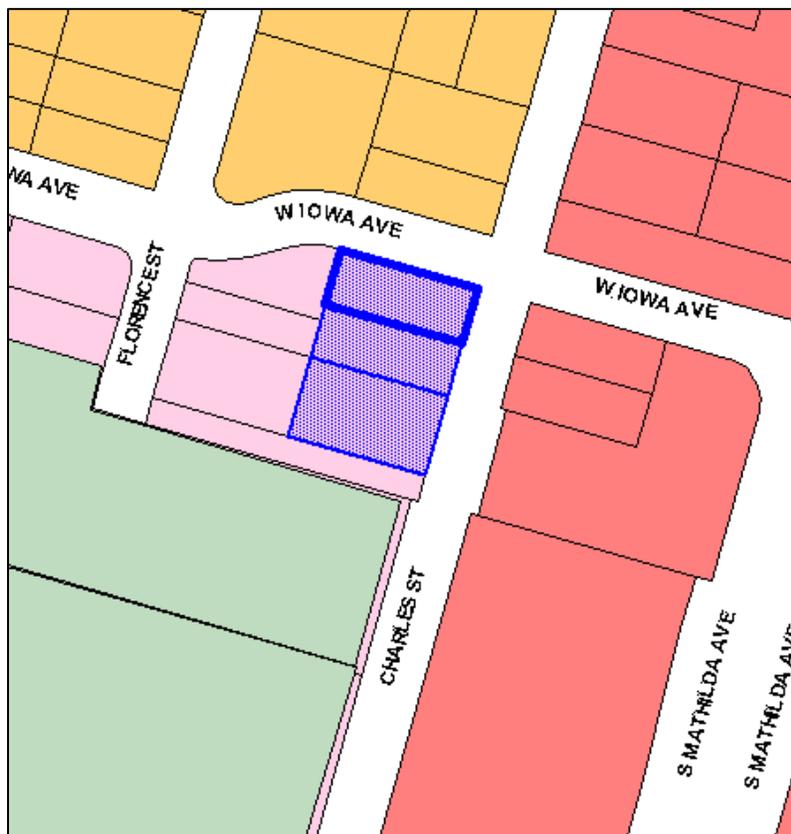
Current Use: The properties are developed with single-family homes on lots ranging from 6,500 to 9,750 square feet. The FARs range from 16% to 28%. The sites are surrounded by other residential uses with R-2 parcels to the north, Downtown Specific Plan (DSP) to the east, and existing two-family dwellings zoned for office development to the west. Sites to the south are city-owned gardens and public buildings.

Existing Zoning: Office (O)/Planned Development (PD)

Existing General Plan: Office (OF)

Proposed Zoning: R-2

Proposed General Plan: Low Medium Density Residential



2. West Iowa Area - 430 & 432 Florence Street, 572, 640, 656 W Iowa Avenue, 433-434 Waverly Street

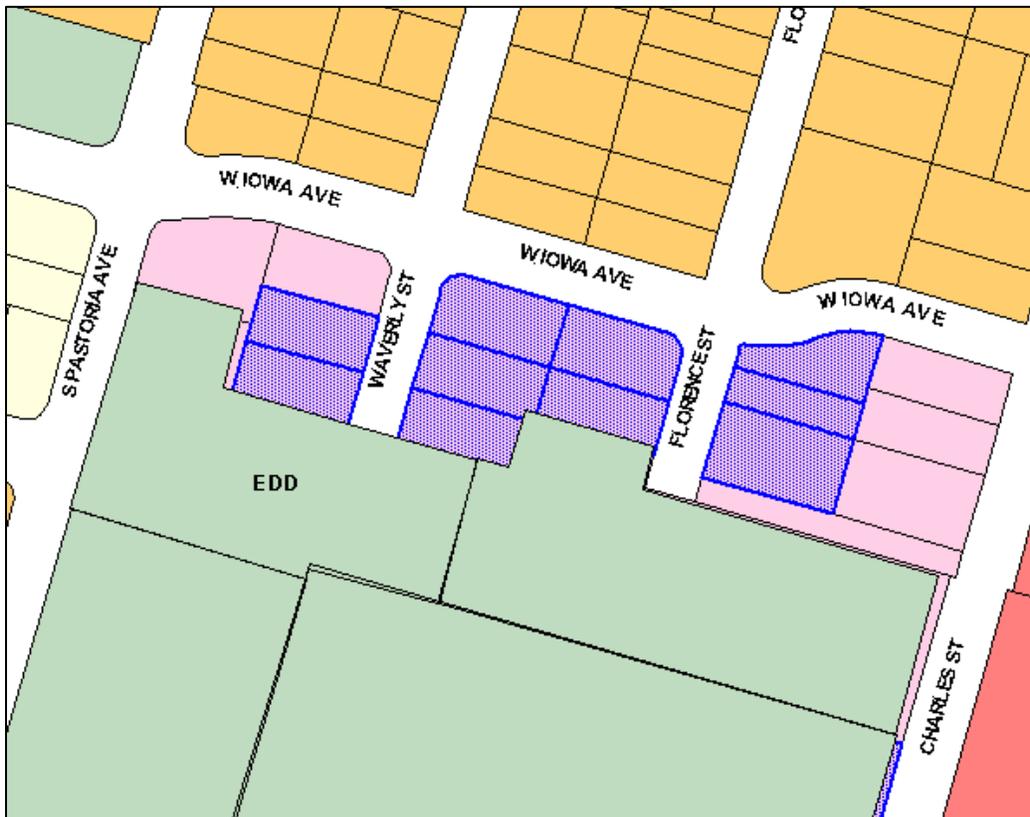
Current Use: The properties are developed with two-family dwelling homes on lots ranging from 4,550 to 9,750 square feet. The FARs range from approximately 19% to 53%. The sites are surrounded by other residential uses with R-2 parcels to the north and single-family parcels to the west and east. Sites to the south are city-owned gardens and public buildings.

Existing Zoning: Office (O)/Planned Development (PD)

Existing General Plan: Office (OF)

Proposed Zoning: R-2

Proposed General Plan: Low Medium Density Residential



3. West Iowa Area - 702 & 798 West Iowa Avenue

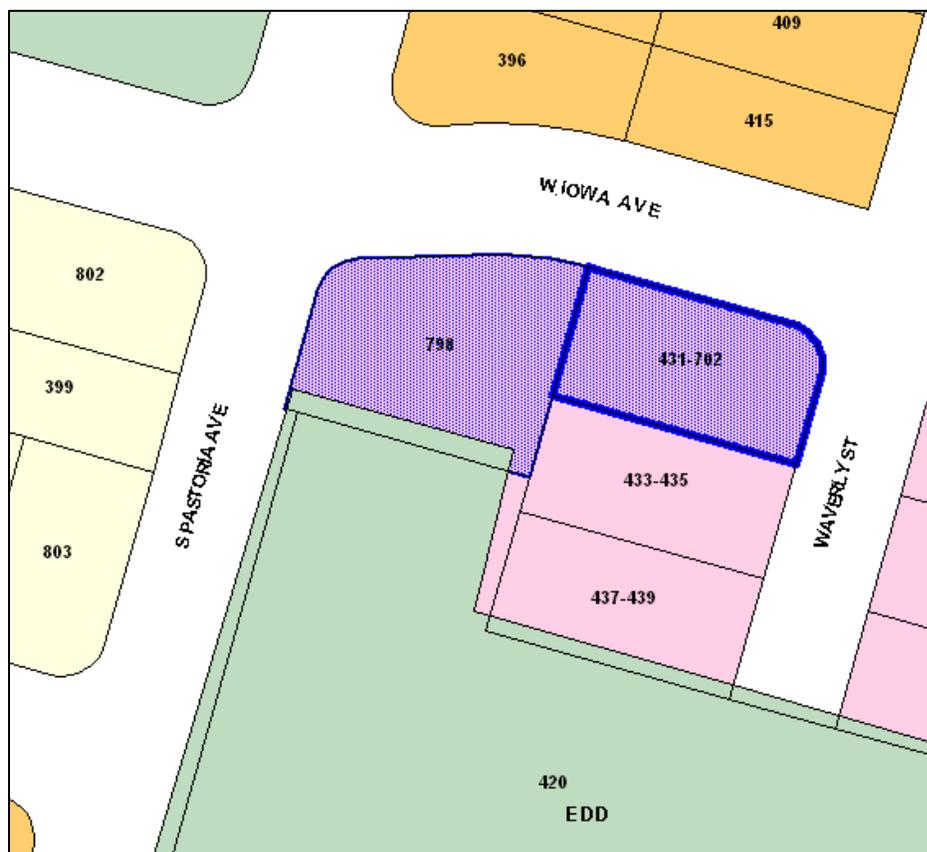
Current Use: The properties are developed with single-family homes on lots with areas of 6,960 and 9,610 square feet respectively. The FARs total approximately 22% and 30%. The sites are surrounded by other residential uses with R-2 parcels to the north, R-0 parcels to the west, and existing two-family dwellings zoned for office development to the east. Sites to the south are two-family dwellings as well as city-owned public buildings and a preschool.

Existing Zoning: Office (O)

Existing General Plan: Office (OF)

Proposed Zoning: R-2

Proposed General Plan: Low Medium Density Residential



4. 591 South Murphy Avenue

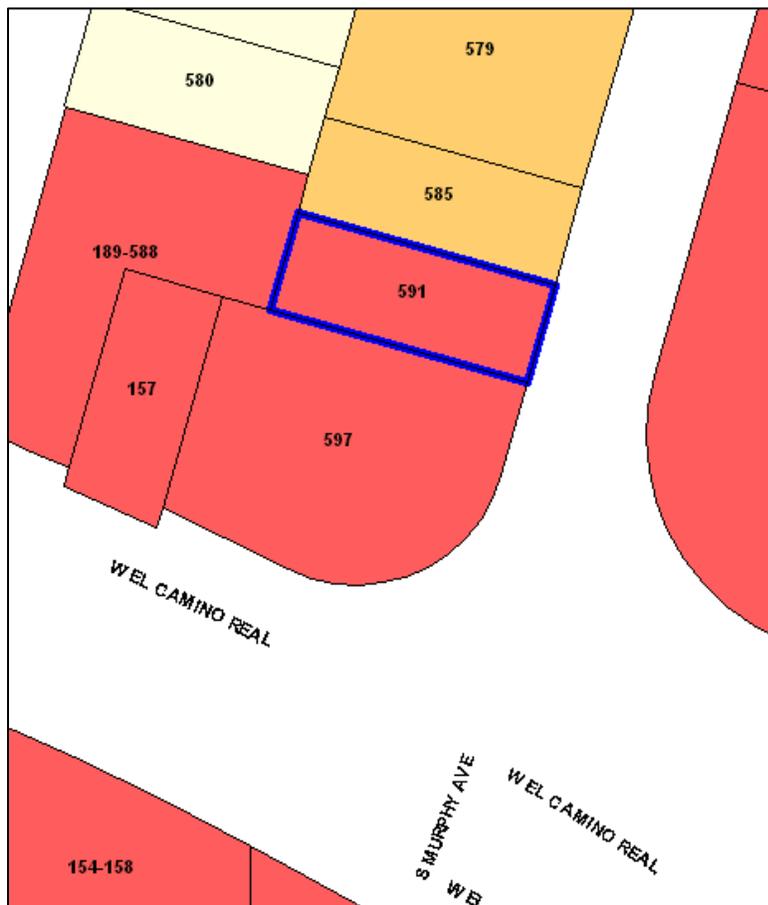
Current Use: The property is developed with a 1,552 square-foot single-family home on a 6,477 square-foot lot, giving an FAR of 24%. The neighborhood is a mix of uses from commercial centers along El Camino Real to adjacent office, two-family dwelling, and single-family residential uses to the north along Murphy Avenue.

Existing Zoning: Commercial (C2)/El Camino Real Specific Plan (ECR)

Existing General Plan: Corridor Mixed Use (CMU)

Proposed Zoning: R-2

Proposed General Plan: Low Medium Density Residential



5. 1301-1322 Oxbow Court

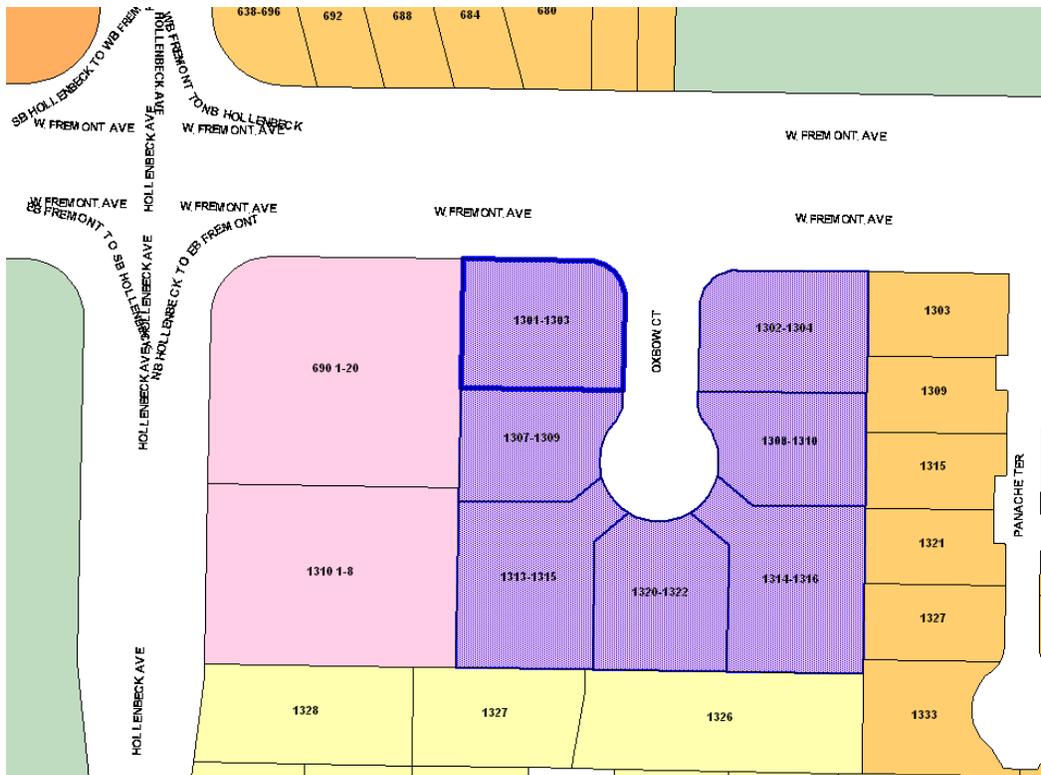
Current Use: The properties are developed with two-family dwelling homes on lots ranging from 7,600 to 10,101 square feet. Built as a planned development, the two-family dwellings have similar construction of 2,089 square feet with FARs ranging from approximately 21% to 27%. The sites have a mix of surroundings with office uses to the west, Fremont Avenue to the north, newly constructed R-2 two-family dwellings to the east, and single-family R-1s to the south.

Existing Zoning: Office (O)/Planned Development (PD)

Existing General Plan: Office (OF)

Proposed Zoning: R-2

Proposed General Plan: Low Medium Density Residential



6. 260, 280-290 North Pastoria Avenue

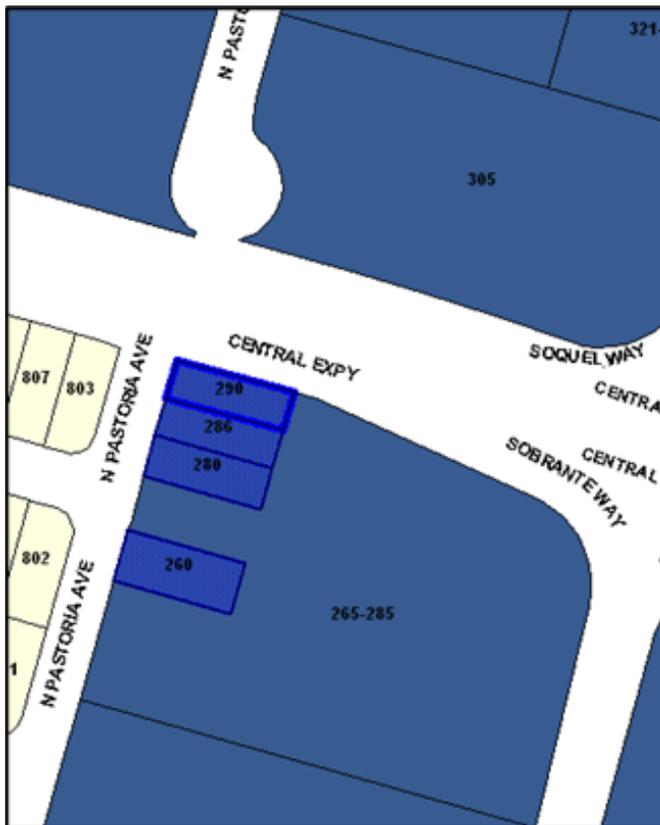
Current Use: The properties are developed with single-family dwelling homes on lots ranging from 5,200 to 7,410 square feet. The FARs range from approximately 10% to 22%. The sites are bordered by an office industrial complex to the east and south, Central Expressway to the north, and single-family parcels to the west.

Existing Zoning: Peery Park Specific Plan (PPSP) Mixed Industry Core (MIC)

Existing General Plan: Peery Park (PP)

Proposed Zoning: R-0

Proposed General Plan: Low Density Residential





City of Sunnyvale

Agenda Item

24-0129

Agenda Date: 2/15/2024

2024 COUNCIL STUDY ISSUE

NUMBER

CDD 23-04

TITLE Explore Expanding Sunnyvale Municipal Code Chapter 19.52 (Art in Private Development) to Include a Public Art Requirement for High Density Residential Developments (Including Affordable Housing)

BACKGROUND

Lead Department:	Community Development
Support Departments:	Office of the City Manager Office of the City Attorney Library & Recreation Services
Sponsor(s):	Arts Commission
History:	1 year ago: Deferred by Council 2 years ago: N/A

SCOPE OF THE STUDY

What precipitated this Study?

The Arts Commission proposed exploring a new program that would bring high quality art to affordable housing. Sunnyvale Municipal Code (SMC) Chapter 19.52 (Art in Private Development) does not currently include a provision for residential projects, including affordable housing.

SMC Chapter 19.52 requires nonresidential developments to provide art when located on any lot of two acres or more (or at specified major intersections on El Camino Real, Central Expressway, Mathilda Avenue and Lawrence Expressway). Under the Art in Private Development (AIPD) program, developers must provide publicly visible art on-site that is equal in value to 2% of the project construction valuation. Developers can choose to incorporate art into their projects or contribute an in-lieu fee, 1.1% of the project construction valuation, to the Public Art Fund to support City-managed public art projects.

In addition to the AIPD program, the City adopted the Master Plan for Public Art in November of 2020. As part of the Master Plan for Public Art process, the community recognized that “the works installed under the AIPD program are largely unknown to residents and visitors of Sunnyvale because of their locations in predominantly industrial areas” and therefore the artworks are not successfully integrated into the “everyday lives of the community.” Outreach also identified several key outcomes residents and business communities were interested in:

- Creating vibrancy in the downtown area and neighborhoods.
- Establishing identity and community pride through art elements such as iconic gateways and

public art identifiers for neighborhoods.

- Developing temporary and interactive art projects to activate existing public spaces.
- Connecting places and creating gathering places with art.
- Artistic excellence maintained for community to enjoy.

What are the key elements of the Study?

As Sunnyvale continues planning for, and permitting, more high-density housing projects, a residential requirement for public art could help meet the key outcomes relative to public art listed above. In addition to creating public art, identity and placemaking, it can also provide a social, environmental, equity and inclusion platform for local artists that represent the Sunnyvale community.

The Arts Commission identified the following key elements for consideration as part of the proposed Study Issue:

- High-density residential developers, including affordable housing, could select artists that represent Sunnyvale's population to create visible public art for residential developments.
 - City can facilitate "Call for Artists" within the community to apply for, and/or participate in, the artist selection process.
- Require community participation in artist selection for high-density residential development projects.
- Require that an area (i.e., wall or other space) be identified and approved as part of the architectural design of high-density residential development projects.

The Study would:

- Include a benchmark study to identify what, if any, government agencies (local, regional, national) require art relative to private high-density residential developments. The study will include, but not be limited to, city population and area, percentage requirement, acreage or total unit requirement, affordable housing, program elements/parameters, etc.
- Identify what constitutes "high density" housing for the purposes of provision of artwork. Note that the General Plan/zoning districts define high density as development above 24 dwelling units per acre.
- Explore a minimum project size (acreage or number of units), similar to the art requirement for non-residential development.
- Determine what is an appropriate percentage for art in residential development.

As part of the preparation of the Housing Element of the General Plan, the City is required to remove governmental constraints that hinder it from meeting its share of the regional housing need. While the Housing Element may be completed before this Study, it would be prudent to also:

- Examine whether imposing an art requirement on high density residential development functions as a constraint on housing production, particularly for 100% affordable projects, through a fiscal analysis study.

The Study would also:

- Explore exempting artwork for affordable units (similar to the exemption for park dedication requirement for rental affordable units).

Most new higher density residential development in Sunnyvale will be constructed in mixed-use areas with primarily high-density housing such as Downtown, Lawrence Station, El Camino Real and

Moffett Park. These locations allow housing near existing non-residential developments with artwork already installed, and new non-residential developments, which require artwork or paying an in-lieu fee. The Study would also look at whether prioritizing use of in-lieu fees for artwork installation in residential areas is feasible and desirable. Note that the El Camino Real Specific Plan includes a small incentive for higher density for residential developments that include artwork or an in-lieu fee (both based on 1% of construction valuation).

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

Funding would be used to hire a consultant to conduct a fiscal analysis of the impact of an art in private housing development requirement.

Cost to Implement Study Results

Currently, developers pay a permit fee, which is used to offset staff time required to coordinate the AIPD process. High-density residential development projects could require the same permit fee.

EXPECTED CITY COUNCIL, BOARD OR COMMISSION PARTICIPATION

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

STAFF RECOMMENDATION

Support. This policy issue merits discussion at the 2024 Study Issues Workshop.

SMC Chapter 19.52 (Art in Private Development) does not include a provision for required artwork in high-density residential projects. Since residential construction projects may be smaller in scope and valuation, an art requirement could provide an opportunity to showcase more local artists with smaller works of art leading to better representation of Sunnyvale's community. Finally, expanding the AIPD program to high-density residential projects could contribute to a more even distribution of art throughout the City, create placemaking and belonging, and facilitate a more equitable representation of, and access to, art in the community.

Prepared by: Damon Sparacino, Superintendent of Recreation Services
Reviewed by: Michelle Perera, Director, Library and Recreation Services
Reviewed by: Shaunn Mendrin, Planning Officer
Reviewed by: Trudi Ryan, Director, Community Development Department
Reviewed by: Connie Verceles, Deputy City Manager
Approved by: Kent Steffens, City Manager



City of Sunnyvale

Agenda Item

24-0110

Agenda Date: 2/15/2024

2024 COUNCIL STUDY ISSUE

NUMBER

CDD 24-01

TITLE Determine Cost and Feasibility of Requiring Structural Retrofitting of Existing Seismically-Vulnerable Buildings within a Specific Time Frame

BACKGROUND

Lead Department: Community Development Department

Support Departments: Office of the City Manager

Office of the City Attorney

Sponsors: Councilmembers: Cisneros, Klein, Din, Melton, Mehlinger, Srinivasan, Sell

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

SCOPE OF THE STUDY

What precipitated this Study?

At the April 4, 2023 City Council meeting, Councilmember Cisneros sponsored a Study Issue to determine the number of vulnerable structures, the cost and feasibility of structurally retrofitting compromised buildings, and a time frame to have building owners complete the retrofit.

Earthquakes experienced in California have shown certain buildings do not perform favorably during earthquakes. Buildings classified as Unreinforced Masonry (URM), Tilt-up, Non-Ductile Concrete, and Soft-Story Buildings permitted for construction before January 1, 1979 (January 1, 2008 for Tilt-up Buildings), do not meet recognized seismic safety design standards. These buildings experienced failures that have led to property damage, personal injury, and loss of life.

In 1986, California enacted a law that required local governments to inventory unreinforced masonry buildings and to establish a URM loss reduction program. URM retrofit is the responsibility of the building owner and is not mandated by State law. Sunnyvale complies with this law through notification to URM building owners of their seismically-compromised buildings. City staff have identified 20 URM buildings located in Sunnyvale, all on the historic 100 block of S. Murphy Avenue. Of these 20 buildings, 2 have been upgraded to reinforce the structures.

The 1989 Loma Prieta and the 1994 Northridge quakes brought the need to retrofit compromised buildings to the forefront. San Francisco and Los Angeles have enacted ordinances mandating the retrofit of soft-story buildings within a specific timeframe. Los Angeles has a similar ordinance for non-ductile concrete buildings. Some Bay Area jurisdictions have ordinances addressing varying degrees of earthquake hazard reduction in the four types of buildings.

Since a rupture on the San Andres fault is inevitable, concerns have been voiced over the structural integrity of soft-story and non-ductile concrete buildings and the possible damage to property, injury, and loss of life that could be avoided if seismically compromised buildings are brought up to current seismic related construction codes.

What are the key elements of the Study?

The Study will include creating an inventory of suspect soft-story buildings and non-ductile concrete buildings. Soft-story buildings are multi-story buildings in which one or more floors have weak and/or open wall lines (windows, wide doors, or other openings) where structural walls are normally required for earthquake stability. An example of a soft-story building is a multi-story apartment building with tucked under parking on the first floor. A non-ductile concrete building is a concrete structure that lacks sufficient reinforcing steel to safely resist earthquake forces. If the Council chooses, the Study can include Tilt-up buildings. During an earthquake, the concrete or masonry exterior walls of a tilt-up building are free to separate from the roof sheathing causing the roof to collapse. Subsequently, the walls will collapse as the roof is no longer stabilizing the walls.

The Study will not include a specific determination of the engineered construction of an identified building. The building’s design verification would require a licensed civil or structural engineer to investigate and analyze its structural integrity. As a model, cities have placed the cost and responsibility of the building analysis on the owner.

The Study will include a feasibility analysis of the program's implementation, outreach to business owners, consideration of incentives, and if a program would involve education only or a requirement to retrofit by a certain date. The Study will not include an analysis of the potential cost incurred by the owner to upgrade buildings since it is based on the existing construction of the building and the extent of modifications needed to bring a building into compliance.

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

A consultant would evaluate, catalog, and categorize buildings. Staff and consultant would work on compliance documents and tracking. Outreach would be provided to educate owners on requirements and responsibilities.

Cost to Implement Study Results

Unknown. Study would include an assessment of potential costs.

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 2024 Study Issues Workshop subject to funding for the study.

Consistent with the General Plan's Community Vision Chapter and its goal to ensure a Safe and Healthy Community, ensuring buildings are resistant to structural failure can protect property, preserve lives, and avoid personal injury.

Prepared by: Suzanne Park, Chief Building Official
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

24-0131

Agenda Date: 2/15/2024

2024 COUNCIL STUDY ISSUE

NUMBER

CDD 24-02

TITLE Explore the Creation of a Dark Sky Ordinance for all Private Property

BACKGROUND

Lead Department: Community Development
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?

Sunnyvale currently has general requirements for lighting installed at multi-family and non-residential development projects as well as bird safe design guidelines. Staff also reviews lighting specifications and/or photometric plans for these types of projects, which addresses light spill off the project site. Although there are some lighting requirements for single-family dwellings, the City does not currently review lighting specifications or photometric plans for those projects.

The Planning Commission sponsored this Study Issue to create a Citywide Dark Sky Ordinance to further protect the bird population and to limit light pollution emitted at night on all private property. As migrating birds fly through urbanized areas, they can become disoriented by bright artificial lights and sky glow, resulting in detours and collisions with buildings or windows.

Dark Sky Lighting standards have been incorporated into the recently adopted Citywide Objective Design Standards for Multi-Family Residential and Mixed-Use Developments (Chapter 4.6.5). Standards address shielding of lighting, lighting schedules, timers/automation and a list of prohibited lights. Similar requirements will be incorporated into the Low-Density Objective Design Standards that will apply to single-family and duplex homes. The Study could focus on non-residential development.

What are the key elements of the Study?

The Study to explore the creation of a dark sky ordinance may include:

- Evaluation of the bird safe design guidelines to determine whether the requirements and/or areas covered should be expanded to a citywide level for all private property;
- Exploring dark sky ordinances or lighting requirements from other jurisdictions;

- Exploring model ordinances from non-profit groups such as DarkSky.org;
- Evaluating the Objective Design Standards that were recently adopted and to also evaluate non-residential development;
- Determining whether new standards would apply to new development only or would also include existing development;
- Working with a consultant to develop new objective lighting requirements or lighting design standards and to understand the issue better in Sunnyvale; and
- Outreach meetings with advocacy groups, the development community, and residents.

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:	\$50,000
Funding Source:	Will seek General Fund budget supplement

Staff would utilize the funding to hire a consultant who specializes in lighting and dark sky ordinances to assist the City in understanding the impacts of such action, developing a community engagement plan, assist with the outreach meetings to receive input from the stakeholders and assist in finalizing the report that will be presented to Council on this topic.

Cost to Implement Study Results

Unknown. The 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

STAFF RECOMMENDATION

Support. This policy issue merits discussion at the 2024 Study Issues Workshop.

Staff notes that light poles in the public right-of-way tend to emit most of the light in single-family neighborhoods. Public street-lights are already required to be full cutoff lighting and limit the amount of light spillage into the sky. As noted above, Dark Sky standards have been incorporated into the adopted Citywide Objective Design Standards for Multi-Family Residential and Mixed-Use Developments and will also be included in the Low-Density Objective Design Standards. A study could evaluate the current standards that have been incorporated and also look at new standards for non-residential development.

Prepared by: Shaunn Mendrin, Planning Officer
Reviewed by: Trudi Ryan, Director, Community Development Department
Reviewed by: Connie Verceles, Deputy City Manager
Approved by: Kent Steffens, City Manager



City of Sunnyvale

Agenda Item

24-0111

Agenda Date: 2/15/2024

2024 COUNCIL STUDY ISSUE

NUMBER

CDD 24-03

TITLE Establishment of a Sanctioned Encampment for Unhoused Individuals in Sunnyvale

BACKGROUND

Lead Department:

Community Development

Support Departments:

Office of the City Manager

Office of the City Attorney

Department of Public Safety

Department of Public Works

Environmental Services Department

Sponsor(s):

Councilmembers: Mehlinger, Srinivasan, Klein, Cisneros,

Sell, Din

History:

1 year ago: N/A

2 years ago: N/A

SCOPE OF THE STUDY

What precipitated this Study?

Homelessness is a serious and worsening problem in the Bay Area, including Sunnyvale. There is increased pressure on City services from unhoused residents and more unhoused encampments developing. Generally, these encampments are in commercial/industrial areas (which are unsafe for a variety of reasons), City parks and other open spaces, and in residential areas (creating conflicts with and impacting the quality of life of nearby residents). In addition, unregulated encampments pose serious challenges for municipalities in areas such as sanitation, trash collection, and fire safety. As such, these encampments must be cleared often for a variety of reasons. However, clearing encampments is known to be very disruptive for the unhoused population.

At the same time, there is a shortage of shelter beds, transitional housing, and permanent supportive housing. This means that even if an unhoused resident wishes to avail themselves of services, they may not be able to. In some cases, unhoused residents prefer life outdoors to life in a shelter for various reasons and require substantial outreach and convincing before they are willing to accept shelter services.

A sanctioned encampment site could provide a place for unhoused residents to live without fear of having to go through an encampment clean-up. It would also facilitate the delivery of services, with a goal of getting residents into permanent housing. In addition, a sanctioned encampment could include water, electricity, sanitation, and trash services, and be laid out in such a manner as to

minimize the risk of fire. Finally, it would provide a place to direct residents of unsanctioned encampments if and when their encampments are slated to be cleared, if space were available.

What are the key elements of the Study?

This Study Issue would examine the possibility of establishing a sanctioned encampment site in or near the City of Sunnyvale; identify potential locations, prioritizing areas well-served by public transit and located a suitable distance from schools and residential neighborhoods; and explore partnership with nonprofits and other nearby governmental agencies, such as the County of Santa Clara (County) and Santa Clara Valley Water District (Valley Water).

Estimated years to complete the Study: 2 years

FISCAL IMPACT

Cost to Conduct Study

Level of staff effort required (opportunity cost):	Major
Funding Required for Non-Budgeted Costs:	\$40,000
Funding Source:	Will seek budget supplement

The Study would require significant partnerships among nearly all City departments, local homeless services nonprofits, and other stakeholders such as the County and Valley Water. Outreach would be a major component in terms of identifying the site and its suitability with its surroundings. Finding a suitable site is a major task, with implementation, logistics, safety, and other factors seen as major tasks with potential for significant costs.

Cost to Implement Study Results

Unknown. Study would include assessment of potential costs, including capital and operating, as well as revenue/savings; however, it can be assumed costs for this type of project would be significant as general components would include safety, case management, sanitation services, rent/acquisition costs, etc.

EXPECTED CITY COUNCIL, BOARD OR COMMISSION PARTICIPATION

Council-Approved Work Plan: No
Council Study Session: Yes
Reviewed by Boards/Commissions: Housing and Human Services Commission

STAFF RECOMMENDATION

Support. This policy issue merits discussion at the 2024 Study Issues Workshop.

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

24-0113

Agenda Date: 2/15/2024

2024 COUNCIL STUDY ISSUE

NUMBER

CDD 24-04

TITLE Peery Park Specific Plan Amendment (area east of Mathilda Avenue)

BACKGROUND

Lead Department: Community Development

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

Sponsor(s): Councilmembers: Mehlinger, Klein, Cisneros, Srinivasan, Sell

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

SCOPE OF THE STUDY

What precipitated this Study?

The City continues to face a serious shortage of housing, a challenging RHNA assessment, and a shortage of neighborhood retail. In addition, there have been numerous instances of crime originating in some of the motels currently located in the northeast portion of the Peery Park Specific Plan (PPSP) area, which are substantially incompatible with the adjacent residential uses. Replacing the motels in this portion of the PPSP with mixed use development could provide additional retail and dining opportunities to Sunnyvale Neighbors of Arbor Including LaLinda (SNAIL) residents and Peery Park workers, improve nearby quality of life and property values, and provide badly needed housing.

Note that some parcels that have been recently renovated or constructed are included in the potential study area to maintain consistency and contiguity. Such parcels would not necessarily be the subjects for rezoning.

What are the key elements of the Study?

This Study Issue would examine amending the portion of the PPSP located East of Mathilda, most of which is zoned Peery Park Mixed Commercial Edge between Mathilda Avenue and San Aleso Avenue. The current intent of this area is to provide services for Peery Park Office Uses, including Hotels, Office, and some neighborhood retail. The requested Study Issue is to study mixed-use housing and retail in this area (Attachment 1). There is also a site in the potential study area on the east side of San Aleso zoned Peery Park Neighborhood Transition (which allows 16-21 dwelling units per acre); until June 2023, this site was used for Summit Denali Charter High School. An amendment to the PPSP could be based on the adopted El Camino Real Specific Plan (ECRSP), emphasizing stacked flat rental or ownership units with optional ground floor restaurant/retail space. As with the ECRSP, heights toward the “rear” of the area would be stepped down to ensure a smooth transition

with existing nearby residential development.

Rezoning a property is a valuable tool to incentivize redevelopment, however there is not a guarantee that a site will redevelop or when redevelopment might occur. The study would try to explore the current lease terms for several of the properties in the potential study area and if there is interest from the property owners in future site redevelopment. The study would include a fiscal analysis of the potential loss of Transient Occupancy Tax (TOT) from redeveloped motels into residential-commercial mixed uses.

The work program would include:

- Refinement of the study area
- Market and fiscal impact analyses (including changes to TOT)
- Environmental review
- Transportation Analysis
- Identification of appropriate residential densities and minimum retail
- Potential revisions to PPSP design and development standards
- Airport Land Use Commission (ALUC) review of additional height/intensity
- Community outreach (nearby property owners/tenants, SNAIL neighborhood association as well as other Citywide neighborhood associations, Peery Park TMA (if activated), and other interested parties

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

Project funding is required to complete environmental analysis associated with a change in planned land use and to have a financial feasibility/cost impact analysis prepared.

Cost to Implement Study Results

Minimal or no cost expected to implement.

EXPECTED CITY COUNCIL, BOARD OR COMMISSION PARTICIPATION

Council-Approved Work Plan: Yes

Council Study Session: Yes

Reviewed by Boards/Commissions: Housing and Human Services Commission, Sustainability Commission, Bicycle and Pedestrian Advisory Commission, Planning Commission

STAFF RECOMMENDATION

Support. This policy issue merits discussion at the 2024 Study Issues Workshop.

Prepared by: Shaunn Mendrin, Planning Officer

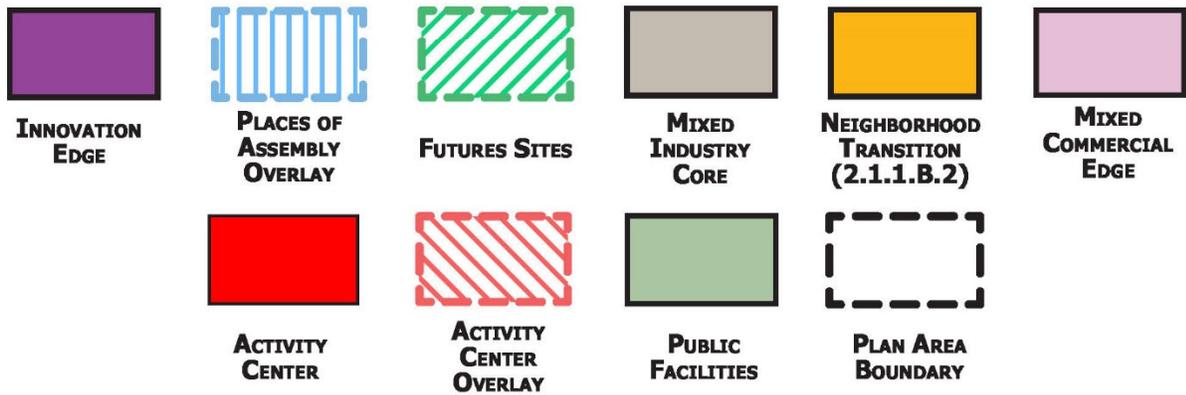
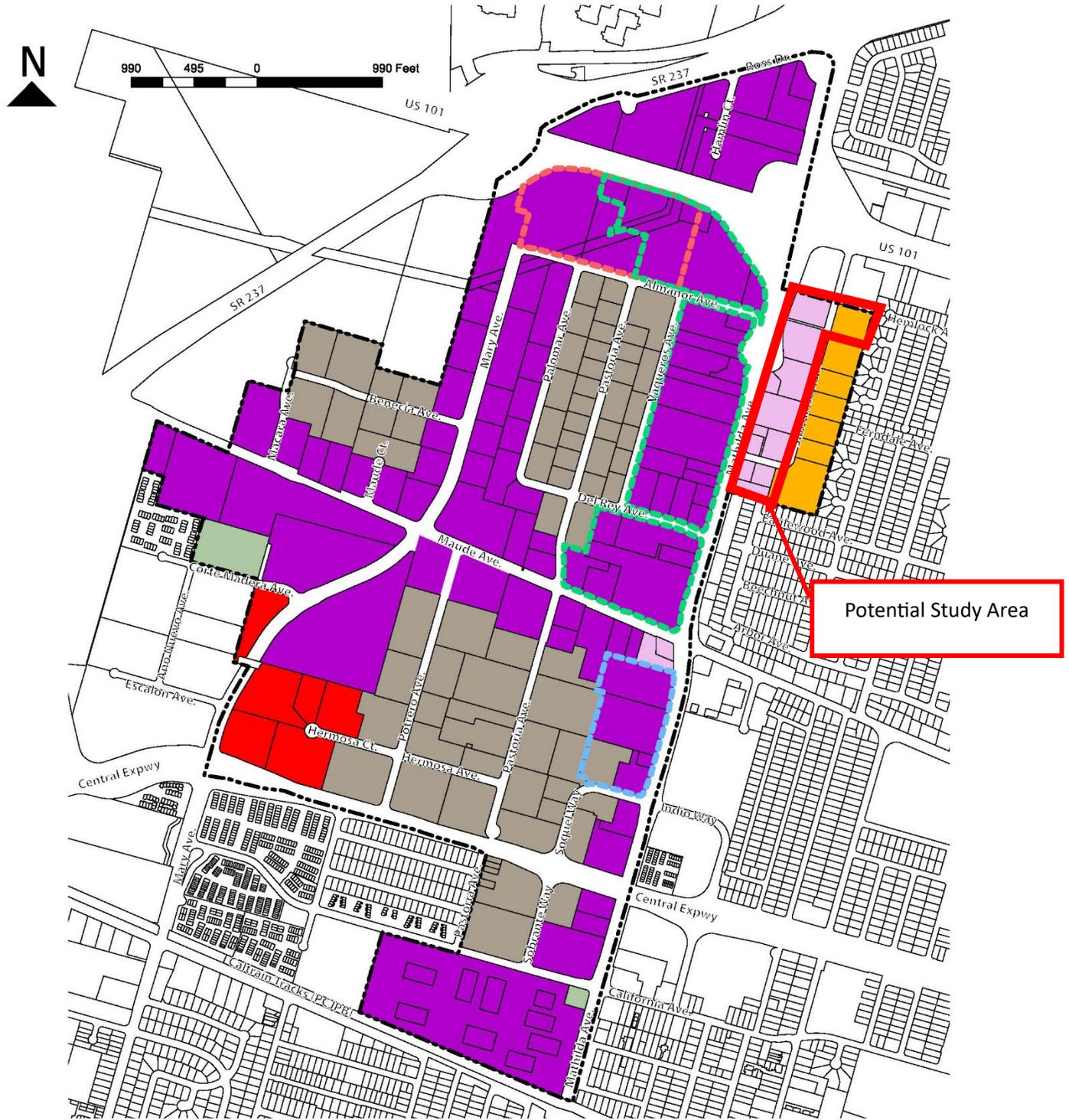
Reviewed by: Connie Verceles, Deputy City Manager

Reviewed by: Trudi Ryan, Director, Community Development Department
Reviewed by: Teri Silva, Assistant City Manager
Approved by: Kent Steffens, City Manager

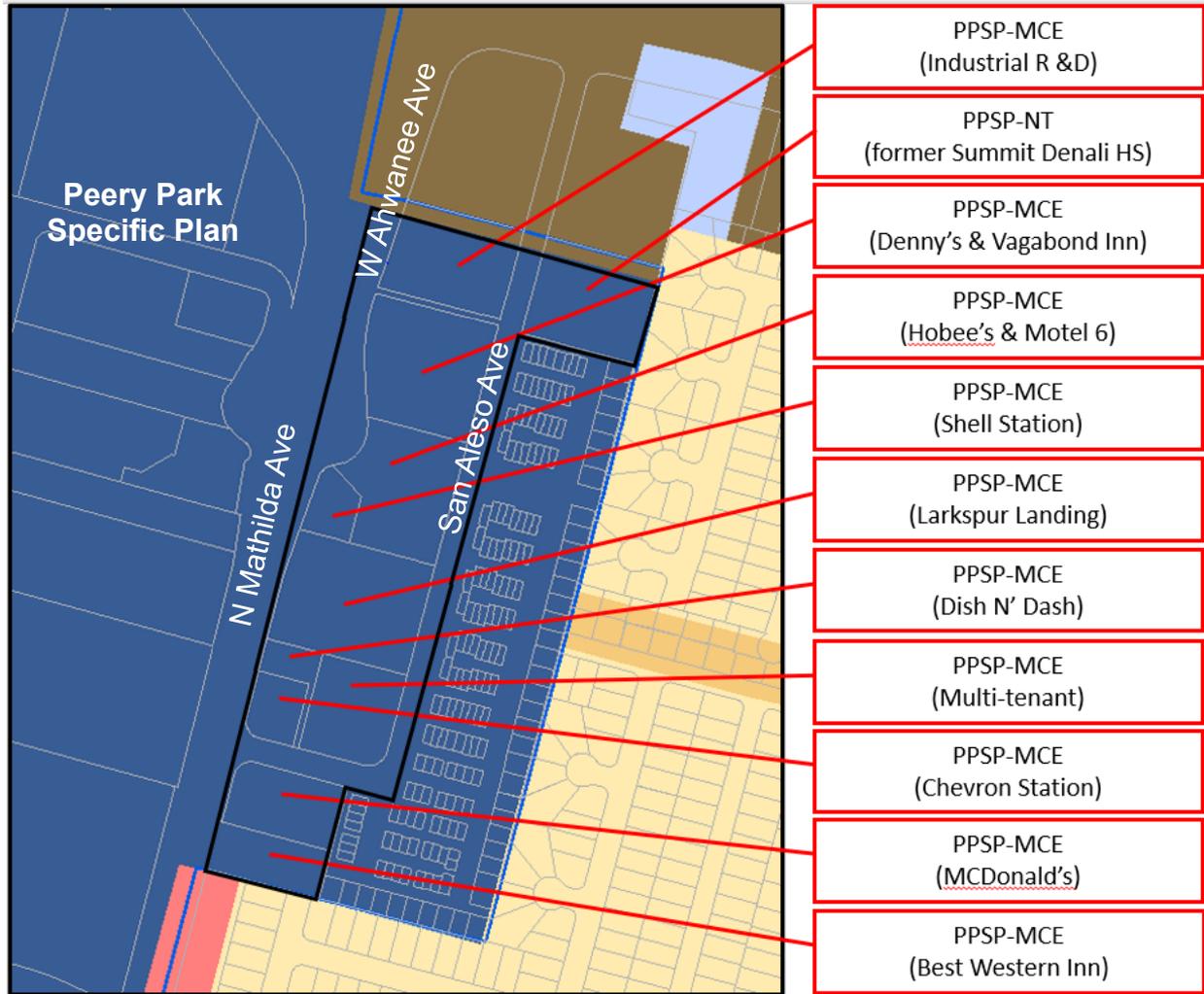
ATTACHMENTS

1. Peery Park District Maps: Potential Study Area and Land Use & Zoning

FIG. 2.1.1. DISTRICTS MAP



Potential Study Area – Current Zoning and Land Uses



Legend:

PPSP	Peery Park Specific Plan
MCE	Mixed Commercial Edge
NT	Neighborhood Transition



City of Sunnyvale

Agenda Item

24-0064

Agenda Date: 2/15/2024

2024 COUNCIL STUDY ISSUE

NUMBER

CDD 24-05

TITLE Review and Evaluate Appeals Fees and Process

BACKGROUND

Lead Department: Community Development
Support Departments: Office of the City Manager
 Office of the City Attorney
Sponsor(s): Councilmembers Mehlinger, Cisneros, Sell, Srinivasan, Klein
History: 1 year ago: N/A
 2 years ago: N/A

SCOPE OF THE STUDY

What precipitated this Study?

On August 29, 2023, City Council heard an appeal of a proposed condo project at 148 and 156 Crescent Avenue (File Number 2021-7826, RTC No. 23-0724) that had been approved by Planning Commission in May 2023. A nearby resident paid \$290 to file the appeal, requesting that the development be rejected or substantially downsized, despite meeting the City’s objective standards, with modest concessions from the State Density Bonus that the City was required to approve.

Subsequently, the City Council heard an appeal on December 5, 2023 (File Number 2022-7168, RTC No. 23-1022) of a proposed project to construct 225 apartment units at 1150-1170 Kifer Road. A labor union filed the appeal (and paid the fee of \$290) expressing concerns about the indoor air quality of the development.

Had Council granted either of the appeals, the City Attorney expressed concern that the City could be held liable for violating the Housing Accountability Act, with substantial attendant damages and attorneys’ fees. The developer of the Crescent Avenue project further stated that, as a result of the appeal, their firm had incurred roughly \$150,000 in additional carrying costs.

Allowing stakeholders to appeal land use decisions that they believe to be detrimental is an important part of the democratic process. Appeals can cover a wide range of issues, and developers may themselves appeal against denials or conditions of approval that they consider to be unfair. At the same time, appeals impose costs on the City and can also impose substantial costs on developers. These costs and delays are especially important given recent state efforts to remove local barriers to housing construction, especially on objectively compliant projects. As such, it is worth considering whether additional guardrails in the appeals fees and process would be appropriate.

What are the key elements of the Study?

Review of Appeals Fees (and Processes) - consider whether additional guardrails in the appeals process would be appropriate. Possible policy changes to be considered may include but should not be limited to:

- Streamlining appeal hearing timelines;
- Requiring potential appellants to meet with Staff before filing an appeal;
- Increasing appeal fees to discourage frivolous appeals and better cover staff costs; and
- Other proposals suggested by Staff, Council, and community stakeholders.

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:	\$20,000
Funding Source:	Will seek budget supplement - General Fund

A consultant could assist in providing additional information about the costs to applicants and developers.

Cost to Implement Study Results

Unknown. The 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

STAFF RECOMMENDATION

Support. This policy issue merits discussion at the 2024 Study Issues Workshop.

As part of this Study Issue, staff would seek input from neighborhood associations and local civil society organizations and would hold study sessions with the Planning Commission and City Council. Staff, Planning Commission and City Council would need to be apprised of other implications of increased fees and changes to the overall appeal process as it relates to the exhaustion of remedies for applicants and appellants. In addition, the process would also need to be evaluated against recent State Laws for residential projects.

Prepared by: Shaunn Mendrin, Planning Officer
Reviewed by: Trudi Ryan, Director, Community Development Department
Reviewed by: Connie Verceles, Deputy City Manager
Approved by: Kent Steffens, City Manager

ATTACHMENTS

1. Links to Reports to Council (2 appeals)



1. **Document Title:** Report to Council, August 29, 2023
Proposed Project: Appeal by neighbors of a decision by the Planning Commission approving related applications on a 0.85-acre site:
SPECIAL DEVELOPMENT PERMIT: to allow construction of 18 three-story condominium units and the retention of one single-family house (156 Crescent Avenue); and,
TENTATIVE MAP: to create one lot and 19 condominium units
Location: 148 and 156 Crescent Avenue (APNs: 211-35-008 and 211-35-009)

Link: [RTC 23-0724](#)

2. **Document Title:** Report to Council, December 5, 2023
Proposed Project: Appeal by Laborers International Union of North America, Local Union No. 270 (LIUNA) of the Planning Commission decision approving related applications on a 5.82-acre site:
SPECIAL DEVELOPMENT PERMIT: to demolish an existing surface parking lot at the rear of two existing office/R&D buildings and construct 225 apartment units at a density of 112.5 dwelling units per acre in an eight-story building inclusive of three levels of above-ground parking.
TENTATIVE PARCEL MAP: to relocate the existing lot line between the two office/R&D building lots, resulting in a 3.82-acre lot for the office/R&D buildings and a two-acre lot for the apartment development.
Location: 1150-1170 Kifer Road (APNs: 205-50-034 and 205-50-035)

Link: [RTC 23-1022](#)

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

Version: 1/30/2024

#	Title	Required Staff Effort	Cost of Study	Cost to Implement*	B/C Rank	Dept. Rank
DPW 20-03	Waste Reduction Initiative in Sunnyvale Parks	Moderate	\$ 50,000	Unknown	PRC - 3	4
DPW 20-11	Evaluate Feasibility of Dog Off-leash Hours in Select Sunnyvale Park(s)	Moderate	\$ 75,000	Unknown	PRC - 1	3
DPW 20-13	Lighting of Current and Future City Owned Dog Parks	Moderate	\$ 75,000	Unknown	N/A	2
DPW 22-08	Evaluate the Council Policy for Naming City Parks with the Intention of Incorporating a More Diverse Cultural History in Park Names Including South Asian Culture and Develop a Policy for Renaming Existing Parks	Moderate	\$ -	Unknown	PRC - 7	5
DPW 23-05	Vision Zero Redesign of Borregas Ave	Major	\$ 350,000	Unknown	BPAC - drop	Drop
DPW 23-07	Evaluate the Feasibility of an Ordinance to Ban the Use of Gas-Powered Leaf Blowers and Other Small Two-Stroke Motors Within the City Limits of Sunnyvale	Moderate	\$ 100,000	Unknown	PRC - 8 SC - Defer	Defer
DPW 23-08	Define Metrics that the City Will Use to Evaluate Progress on Bicycle and Pedestrian Infrastructure for Future Reporting	Major	\$ 150,000	Unknown	BPAC - drop	Drop
DPW 24-01	Evaluate Feasibility of an Art Crosswalks Program or Policy	Moderate	\$ 100,000	Unknown	AC - 2	6
DPW 24-02	Complete Streets Redesign of Fair Oaks Avenue	Major	\$ 700,000	Unknown	BPAC - 1	7
DPW 24-04	Evaluate Late Night Lights at Public Parks	Moderate	\$ 75,000	Unknown	PRC - 2	1
DPW 24-05	Explore Making the City-Owned Property at West Evelyn & Mathilda Place Open and Accessible to the Public with A Rehabilitation of the Existing Bus Terminal Sign Abandoned at that Location	Moderate	\$ 125,000	Unknown	PRC - 4	Drop
DPW 24-06	Explore the Feasibility of Planting 2,025 New Trees in Sunnyvale by the Year 2025	Moderate	\$ 75,000	Unknown	PRC - 5	Drop

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



**2024 Study Issues Workshop
Status Report: Continuing and Completed Study Issues
Public Works**

DPW

Continuing Study Issues

Number	Study Issue and Status
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>Staff had a kick-off meeting with the consultant. Currently, a specific outreach plan is being developed.</i>
DPW 20-02	Improve Bicycle and Pedestrian Access at Sunnyvale Caltrain Station <i>Staff is going through the contract process with consultant. Staff anticipates having the consultant under contract by February 2024.</i>
DPW 20-15	Feasibility of Establishing of a Cricket Stadium at Baylands Park <i>Staff will start rewriting the scope for the RFP by end of January 2024. Once the scope is completed, staff will reach out to American Cricket Enterprises to confirm their commitment to partner on the study.</i>
DPW 21-01	Bike Lanes on Hollenbeck Avenue between El Camino Real and Homestead Road <i>Staff is currently in the process of reviewing consultant proposals received. Staff anticipates making a consultant selection by February 2024.</i>
DPW 21-03	Pedestrian and Bicycle Facility Installation on Tasman Drive from Fair Oaks Avenue to Lawrence Expressway <i>Staff is working with the consultant on analyzing collected data and preparing community outreach materials for February 2024 public outreach.</i>
DPW 22-03	Research Possible Causes of and Potential Mitigation Measures for Nuisance Bird Populations in Sunnyvale Public Spaces <i>Staff is preparing an Invitation for Bid.</i>
DPW 22-04	Street Tree Repopulation with an Equity Lens <i>Staff is preparing an Invitation for Bid.</i>
DPW 22-06	Re-evaluate Traffic Calming Program and Policy Including Thresholds to Begin a Project and Types of Measures Available <i>Staff is working with the consultant on summarizing results of the first community outreach and survey.</i>
DPW 23-06	Evaluate Range of Options for Shuttle Service and Alternative Transportation Options for Fremont and Homestead High School Students Who Live in North Sunnyvale <i>Staff has started preparing the RFP paperwork and finalizing the scope of work.</i>

Completed Study Issues

Number	Study Issue	Date Completed
DPW 21-04	Complete Missing Gaps of Sidewalk on East Side of Poplar Avenue between El Camino Real and Peterson Middle School	5/23/2023



City of Sunnyvale

Agenda Item

24-0119

Agenda Date: 2/15/2024

2024 COUNCIL STUDY ISSUE

NUMBER

DPW 20-03

TITLE Waste Reduction Initiative in Sunnyvale Parks

BACKGROUND

Lead Department: Department of Public Works

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

Sponsor(s): Parks and Recreation Commission

History: 1 year ago: Deferred by Council
2 years ago: Ranked, Below the Line

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. Recreation 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 to both the operations and 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 2024 Study Issues Workshop.

Staff supports this Study Issue as it directly relates to the following City's policies and goals:

Council 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: Michelle Perera, Director, Library and Recreation 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

24-0120

Agenda Date: 2/15/2024

2024 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 Recreation Services

Sponsor(s): Parks and Recreation Commission

History: 1 year ago: Deferred by Council
2 years ago: Ranked, Below the Line

SCOPE OF THE STUDY

What precipitated this Study?

A group of residents attended the City Council meeting of February 27, 2020 and the Park and Recreation Commission meetings of October 9, 2019, November 13, 2019, January 8, 2020 and February 12, 2020 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 selected areas. Some of the benefits of increasing accessibility of off-leash dog parks identified by the residents included: promoting good canine health and socialization; building community; and decreasing travel to remote dog parks.

Nearby cities, such as Mountain View, Foster City and Cupertino, currently provide off-leash dog hours in selected City parks.

What are the key elements of the Study?

This Study will consider the impact of allowing off-leash dogs 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, such as soccer and little league baseball, the 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 (e.g., rules, park 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 making any necessary changes to the Sunnyvale 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 2024 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, Seven Seas Park, Fair Oaks Park and Muwékma Park. The Study will give staff and Council the necessary information to determine if they want 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, Council considered this item in RTC No. 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 scope 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 Sunnyvale 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 who 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 studies would help

provide additional information for this analysis that may be different from the previous analysis in 2013.

Prepared by: Jim Stark, Superintendent of Parks and Golf
Reviewed by: Damon Sparacino, Superintendent of Recreation Services
Reviewed by: Michelle Perera, Director, Library and Recreation 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

24-0121

Agenda Date: 2/15/2024

2024 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: Deferred by Council
2 years ago: Deferred by Council

SCOPE OF THE STUDY

What precipitated this Study?

The City has four fenced dog parks (Las Palmas, Seven Seas, Fair Oaks and Muwékma) where dogs may be off leash. None of these dog parks have lighting. Due to the lack of lighting, especially during standard time (i.e., when daylight saving time is not in use), the dog parks become quite dark in the evening and early morning hours. Some members of the community have expressed a desire to utilize additional hours at the dog parks, 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 on various issues 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 or the passive use areas of the Park. The Las Palmas Tennis Center adjacent to 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. Fair Oaks Park has both athletic field lighting and skatepark lighting. Las Palmas Park, Seven Seas Park, Fair Oaks Park and Muwékma Park have adjacent residential housing that may be impacted by new dog park lighting. Different types of lighting will be considered (e.g., solar, motion sensor, etc.). The Study would not evaluate the potential need for additional dog parks or on/off leash rules 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:	\$75,000
Funding Source:	Will seek budget supplement

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 on nearby residents, environmental concerns, quality of life and other potential impacts that may arise.

Cost to Implement Study Results

Unknown. The 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 2024 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 on quality of life for nearby neighbors, environmental concerns and fiscal impact will also need to be addressed.

Prepared by: Jim Stark, Superintendent of Parks and Golf
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

24-0116

Agenda Date: 2/15/2024

2024 COUNCIL STUDY ISSUE

NUMBER

DPW 22-08

TITLE Evaluate the Council Policy for Naming City Parks with the Intention of Incorporating a More Diverse Cultural History in Park Names Including South Asian Culture and Develop a Policy for Renaming Existing Parks

BACKGROUND

Lead Department:	Department of Public Works
Support Departments:	Office of the City Manager Office of the City Attorney
Sponsor(s):	Councilmembers: Din, Cisneros
History:	1 year ago: Ranked, Below the Line 2 years ago: Ranked, Below the Line

SCOPE OF THE STUDY

What precipitated this Study?

At the January 25, 2022 City Council meeting, Councilmember Din proposed a Study Issue to evaluate current City policy for naming City parks with the intention of incorporating a more diverse cultural history in park names including South Asian culture and evaluating the policy for renaming existing parks. This study would review Council Policy 7.3.23, Naming / Renaming Parks & Recreation Facilities.

At the February 17, 2022 Workshop, Council supported modifying the scope of this study issue to remove the specific reference to South-Asian culture and identification of historic figures or events that could be candidates for naming or renaming a park.

What are the key elements of the Study?

The following items will be incorporated into the scope of the Study:

- Review and identify potential changes to the current City process for naming City parks to incorporate more diverse cultural history.
- Review the current policy and specifically identify a process to potentially change the name of a current City park.

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

Unknown. The 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 2024 Study Issues Workshop.

Revisiting the current Parks naming process using an equity lens to honor the contributions of our diverse community is in line with the City's Equity, Access and Inclusion efforts.

Prepared by: Jim Stark, Superintendent of Parks and Golf

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

24-0122

Agenda Date: 2/15/2024

2024 COUNCIL STUDY ISSUE

NUMBER

DPW 23-05

TITLE Vision Zero Redesign of Borregas Avenue

BACKGROUND

Lead Department: Department of Public Works

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

Sponsor(s): Councilmembers: Mehlinger, Din, Cisneros, Sell, Klein

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

SCOPE OF THE STUDY

What precipitated this Study?

Borregas Avenue is a two-lane residential collector between Maude Avenue and Ahwanee Avenue/US 101 and is located within the Sunnyvale Neighbors of Arbor, including the LaLinda (SNAIL) neighborhood. Between US 101/East Weddell Drive and Persian Drive/SR 237, Borregas Avenue is a two-lane local road in the Orchard Gardens Neighborhood. Between SR 237/Moffett Park Drive and Caribbean Drive, Borregas Avenue is a two-lane commercial/industrial collector street and falls within the Moffett Park Specific Plan (MPSP) area. There are two pedestrian/bicycle overcrossings along Borregas Avenue: one over US 101 and one over SR 237. Borregas Avenue is an important north-south corridor for bicyclists and pedestrians, connecting the Bay Trail and Moffett Park on the north, to Downtown Sunnyvale and El Camino Real commercial area via Sunnyvale Avenue. It is also a critical commute route for Bishop Elementary and Columbia Middle School students.

Under existing conditions, Borregas Avenue has a Class II (on-street, marked) bicycle lane between Maude Avenue and Caribbean Drive in both directions. In terms of pedestrian facilities, there are existing continuous sidewalks on both sides of the street between Maude Avenue and Ahwanee Avenue/US 101, and on the west side of the street between US 101/East Weddell Drive and Persian Drive/SR 237. North of SR 237/Moffett Park Drive, there is existing sidewalk on at least one side of the street, and as properties redevelop, the City will require developers to install new sidewalk along their project frontage.

In the City’s Active Transportation Plan (ATP), bicycle, pedestrian and safe routes to school improvements were identified throughout Sunnyvale. In the Bicycle Plan chapter, the proposed bicycle improvements on Borregas Avenue include upgrading the existing Class II bicycle lane to Class IIB buffered bicycle lane between Maude Avenue and Persian Drive/SR 237 and upgrading the existing Class II bicycle lane to Class IV separated bikeway between Moffett Park Drive/SR 237 and

Gibraltar Drive. The proposed bicycle network upgrades between Weddell Drive/SR 101 and Gibraltar Drive would require on-street parking removal; therefore, a parking study would be required to determine if the removal of the on-street parking would be feasible.

In the Pedestrian Plan chapter, the ATP identified potential intersection improvements on Borregas Avenue at Duane Avenue, Del Norte Avenue, Hemlock Avenue, and Ahwanee Avenue. These potential improvements include installing curb extension where feasible, ensuring that curb ramps meet Americans with Disabilities Act (ADA) standards, and evaluating intersection lighting and illumination.

In July 2019, the City Council adopted the Vision Zero Plan, with a goal of reducing traffic-related fatalities and serious injuries by 50% by 2029 and to continue improvement in traffic safety towards zero fatal and serious injury collisions in the ten years that follow. The Vision Zero Plan included a Countermeasure Toolbox, which are proven safety countermeasures as identified in national research reports. The items in the toolbox may be considered for implementation at any location throughout the city and can be implemented either singularly or as part of a larger project. The toolbox consists of improvements such as bulb-outs, curb extensions, lane reduction/road diet, enhanced pedestrian crossings, buffered bicycle lanes, protected bikeway, and other signs and markings, signal improvements, and speed control features.

The MPSP, including streetscape standards for bicycle and pedestrian improvements for the Plan area, was adopted by City Council in June 2023 and took effect in August 2023.

What are the key elements of the Study?

The Study will include the necessary elements to evaluate potential pedestrian and bicycle improvements that could be implemented along Borregas Avenue between Maude Avenue and Caribbean Drive within the existing right-of-way. These improvements would be based on inputs from the public, data collected, analysis performed, and the recommendations in the ATP, as well as countermeasures as identified in the Vision Zero Plan. The scope of work will include a review of existing adopted plans and policies, data collection, a topographic survey, traffic safety analysis, and parking study. The topographic survey will be used to obtain accurate roadway widths, surface elevations and utility locations for the development of the conceptual implementation plans.

The Study will have a public outreach component to gather input from the residents, property owners, employers, employees, and commuters on their traffic concerns along this corridor, and to evaluate public support for the project. The Study will also include design of conceptual improvement plans along Borregas Avenue to maximize safety and comfort for all users of the road, while reducing unsafe driving and addressing other issues raised by residents and other key stakeholders, in line with the principles of Vision Zero.

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.

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 project process including the analysis and the development of recommendations, as well as the public outreach efforts.

Cost to Implement Study Results

Unknown. The 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 Commission

STAFF RECOMMENDATION

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

City staff is currently working on several projects that are implementing roadway improvements along Borregas Avenue. In addition, various development projects are under construction in the Moffett Park Specific Plan area, which will include roadway improvements along their project frontage. Staff has also obtained federal earmark funding to implement improvements at various locations along Borregas Avenue. Lastly, Google LLC has proposed voluntary improvements along Borregas Avenue, which are currently under planning and review. These projects include:

- CIP 833850 Sunnyvale Safe Routes to School Improvements that includes:
 - Remove slip lane at the intersection of Borregas Avenue and Maude Avenue, which would reduce crossing distance.
 - Upgrade traffic signals.
 - Install ADA compliant pedestrian signals and infrared bike detection systems.Construction for this project started August 2023 and will be completed by Spring 2024.

- CIP 833000 Sunnyvale SNAIL Neighborhood Improvements that includes:
 - Intersection of Borregas Avenue and Ahwanee Avenue - install curb extensions and ADA compliant curb ramps at the southwest and southeast corners and advance limit lines.
 - Intersection of Borregas Avenue and Del Norte Avenue - install curb extensions and ADA compliant curb ramps at all four corners.
 - Borregas Avenue between Maude Avenue and Ahwanee Avenue/US 101 - upgrade existing Class II bike lane to Class IIB buffered bike lane through narrowing the vehicular travel lanes.

The construction contract was awarded by City Council on October 10, 2023 and started construction December 2023 with a projected construction completion by December 2024.

- Google LLC's Mass Timber Development Project at 1265 Borregas Avenue that includes:
 - Install sidewalk along project frontage along Borregas Avenue.
 - Remove on-street parking on the west side of Borregas Avenue between Gibraltar Court and Humboldt Court, and upgrade Class II bicycle lane to Class IIB buffered bicycle lane for the southbound direction.
 - Install curb extension at the intersection of Borregas Avenue and Gibraltar Court.
 - Install new Rectangular Rapid Flashing Beacon at the intersection of Borregas Avenue and Humboldt Court.

These improvements have recently been completed.

- Google LLC's Development Project at 212 Gibraltar Drive that includes:
 - Install sidewalk along project frontage along Borregas Avenue.
 - Implement crossing improvements on Borregas Avenue at Gibraltar Drive.

These improvements have recently been completed.

- Google LLC's Development Project at 360 Caribbean Drive that includes:
 - Install sidewalk along project frontage along Borregas Avenue.
 - Implement crossing improvements on Borregas Avenue at Caribbean Drive, including wide curb ramps and crosswalks for bicycle and pedestrian crossing and advance limit lines.

These improvements are currently under construction.

- Google LLC's Development Project at 1390 Borregas Avenue that includes:
 - Install sidewalk along project frontage along Borregas Avenue.
 - Implement crossing improvements on Borregas Avenue at Caribbean Drive, including wide curb ramps and crosswalks for bicycle and pedestrian crossing and advance limit lines.

These improvements are currently under construction.

- Pedestrian and Safe Routes to School Improvements in SNAIL and Braly Corners Neighborhoods.
 - Applied for Fiscal Year 22 Community Project Funding Requests through Congressman Ro Khanna's office.
 - Total project cost for construction is \$1,100,000, and City was awarded \$968,000 in construction funds.
 - Improvements include:
 - Intersection of Borregas Avenue and Duane Avenue - install enhanced crossing improvements on the north leg of the intersection, including a Rectangular Rapid Flashing Beacon and high visibility crosswalk, and curb extensions on the northwest and northeast corners.
 - Intersection of Borregas Avenue and Hemlock Avenue - install enhanced crossing improvements on the north leg of the intersection, including a Rectangular Rapid Flashing Beacon and high visibility crosswalk.

Currently staff has started with the environmental and design process and working with Caltrans to obligate the construction funds.

- Google LLC's Voluntarily Improvement Project - Midblock Crossing improvements on Borregas Avenue between Moffett Park Drive and Humboldt that include:
 - Install a new midblock crossing on Borregas Avenue with Rectangular Rapid Flashing Beacon and high visibility crosswalk, new ADA curb ramps, and pavement markings, signage and striping to support the new crosswalk.

Construction of the voluntarily improvements was completed in October 2023.

- Google LLC's Voluntarily Improvement Project - Greenlink Improvements on Borregas Avenue between Moffett Park Drive/SR 237 and Java Drive include:
 - Remove the sidewalk and Class II/Class IIB bicycle facility for southbound Borregas Avenue.
 - Install a Greenlink facility on the west side of Borregas Avenue, which includes a separated path for pedestrian, a two-way path for bicycles and micromobilities devices, streetlights, and wayfinding signs.

Staff is currently reviewing the conceptual design plans and is in coordination with Google LLC in further defining the concepts. When the conceptual plans are finished, staff will bring this item to City Council for consideration on the acceptance of the voluntarily improvements.

All the projects listed above would implement improvements along Borregas Avenue that would provide safer connectivity for bicyclists and pedestrians and are consistent with the improvements proposed by this Study.

In addition, City Council adopted the MPSP Update in July 2023, which includes bicycle and pedestrian improvement recommendations in the specific plan area. As future development projects in the specific plan area come forward they will implement bicycle and pedestrian improvements per the MPSP.

For the portion of Borregas Avenue between Weddell Drive/US 101 and Persian Drive/SR 237, the land use is mostly residential and there has not been any new developments along this segment in recent years; therefore, the vehicular volumes have remained constant over the years. The average daily traffic (ADT) on this segment of Borregas Avenue is approximately 1,800 vehicles. Comparing the ADT on Borregas Avenue between Maude Avenue and Ahwanee Avenue/US 101, where ADT is approximately 3,000 vehicles, and Borregas Avenue north of Moffett Park Drive/SR 237, where the ADT is approximately 5,600 vehicles, the middle segment has much lower vehicular volumes and therefore has less potential vehicular conflicts than the other two segments. The City currently does not have any planned projects for this segment; however, staff will look for funding opportunities to implement the proposed improvements as identified in the ATP, which includes conducting a parking study to evaluate the feasibility of on-street parking removal to upgrade the existing Class II bicycle lane to Class IIB buffered bicycle lane.

Prepared by: Dennis Ng, Transportation and Traffic Manager
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

24-0117

Agenda Date: 2/15/2024

2024 COUNCIL STUDY ISSUE

NUMBER

DPW 23-07

TITLE Evaluate the Feasibility of an Ordinance to Ban the Use of Gas-Powered Leaf Blowers and Other Small Two-Stroke Motors Within the City Limits of Sunnyvale

BACKGROUND

Lead Department: Department of Public Works

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

Sponsor(s): Councilmembers: Mehlinger, Sell, Klein, Din, Srinivasan
Cisneros

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

SCOPE OF THE STUDY

What precipitated this Study?

At the January 24, 2023 City Council meeting, Council sponsored a Study Issue to evaluate the feasibility of an ordinance to ban the use of gas-powered leaf blowers and other two-stroke motor equipment. The state of California only bans the sale of new blowers and other two-stroke equipment, and not use of said equipment in 2024.

What are the key elements of the Study?

Leaf blowers and other two-stroke motor equipment are commonly used to maintain landscape and hardscape by property owners or maintenance professionals. While they serve as a convenient tool for the quick removal of leaves and debris, they are also a source of air and noise pollution within the City and a minor contributor to greenhouse gas emissions. Many communities have taken various actions to restrict the use of leaf blowers and two-stroke motor equipment, such as banning use of such equipment citywide, banning use of such equipment in specific areas, specifying allowable operating times, or requiring training and certification of operators.

This Study Issue examines local concerns about use of leaf blower and two-stroke motor equipment in Sunnyvale, and reviews actions taken in other communities, available alternatives, and impacts of potential actions.

Estimated years to complete study: 18 months

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

Many community members have strong opinions about leaf blowers, either in support or opposition of their use. Gas-powered leaf blowers, especially older models, can be particularly noisy and highly polluting on a per-minute basis. Electric leaf blowers on the market today are quieter but have limiting factors including cost, the need to be connected to an outlet, short battery life, and less power compared to gas-powered blowers. The Study will require outreach and knowledge of City ordinances.

Cost to Implement Study Results

Unknown. The 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: Parks and Recreation Commission and Sustainability Commission

STAFF RECOMMENDATION

Defer. This policy issue is similar to a potential move in the draft Climate Action Playbook 2028. It is recommended to wait and see the outcome of the Climate Action Playbook 2028 as it relates to small two-stroke motors before taking action on this item.

Study Issue ESD 14-01 was sponsored by the Sustainability Commission. As proposed by the Sustainability Commission, the objective of the Study Issue was to “examine banning two-cycle gas-powered leaf blowers in the City because, although they are popular among landscape management businesses and professionals, these gas-powered blowers are a major source of both air and noise pollution in Sunnyvale.” ESD 14-01 was prioritized by the City Council during the February 7, 2014 Council Study and Budget Issues Workshop. At that time, Council amended Study Issue 14-01 to “clarify that, in addition to or as an alternative to banning, restrictions on use by hour or by zoning could be considered; in addition to gas-powered, electric could be considered; staff could return with alternatives that vary from no ban and restrictions on gas-powered use by certain zonings or times to, on the other extreme, actual bans and present some alternatives after we’ve looked at that and gotten some public input from the businesses affected.” At the April 7, 2015 City Council meeting, Council voted 5-2 for Alternate 1, “*Direct staff to incorporate public education to Sunnyvale residents and landscape professionals regarding the current Municipal Code restrictions related to leaf blower use and education to leaf blower operators on best practices into the City’s environmental education efforts as allowed within existing resources and priorities.*” (RTC No. 0270). ESD implemented a pilot rebate program for leaf blowers in 2015, but only 1 participant completed the program. Program promotions included flyers at key City locations including retailers, direct mail to licensed landscaping contractors, and social media. Beyond that pilot program, additional outreach has included Utility Bill Inserts, posting on social media, and an E-newsletter article on “Earth and Neighbor Friendly Leaf Blowing Tips,” to educate the community about the current municipal code and best practices for leaf

blowing. More recent outreach also includes co-promotion with Silicon Valley Clean Energy of financial incentives available from the state for the shift to electric leaf blowers.

Since the 2015 City Council meeting, in an ongoing effort to stay up-to-date with the latest technology, the Parks, Golf and Tree Programs have been purchasing electric equipment, mostly leaf blowers and chainsaws, over the last several years to use and see how they perform compared to the gas-powered equipment currently in use. Informal feedback is that the electric equipment is much quieter; however, the electric equipment is still not as productive as the gas-powered equivalent (in terms of power and not having to stop to change/charge batteries) and is more costly than gas-powered small equipment. Although the technology is certainly improving each year, the Study will determine if new technology is improving to the point to be cost effective and useful for the needed purpose.

Prepared by: Jim Stark, Superintendent of Parks and Golf

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

24-0118

Agenda Date: 2/15/2024

2024 COUNCIL STUDY ISSUE

NUMBER

DPW 23-08

TITLE Define Metrics that the City Will Use to Evaluate Progress on Bicycle and Pedestrian Infrastructure for Future Reporting

BACKGROUND

Lead Department: Department of Public Works

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

Sponsor(s): Councilmembers: Sell, Mehlinger, Klein, Melton, Cisneros, Srinivasan, Din

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

SCOPE OF THE STUDY

What precipitated this Study?

Measuring progress toward implementing the City’s Active Transportation Plan (ATP) and Vision Zero Plan is important to achieving their goals. Progress needs to be measured using well-defined, quantifiable metrics that provide clear feedback on how well the City’s actions are working toward achieving the Plans’ goals.

What are the key elements of the Study?

This Study would review the goals identified in the ATP and Vision Zero Plan and identify appropriate metrics to measure progress toward the goals. Metrics may include but would not be limited to: mileage of planned and newly constructed bicycle facilities by type; reduction of vehicle speeds by street; percentage of students biking and walking to school; miles traveled by vehicle, bicycle, and foot; and/or the number of collisions with fatalities or severe injuries (referred to as KSI, collisions where a person was killed or seriously injured). A standard procedure will be established to specify data collection methodology and frequency the data will be updated, and level of effort to maintain the data for each metric.

In addition, the Study would research how other jurisdictions are tracking similar metrics to determine the most appropriate way to present the City’s progress towards the goals in the ATP and Vision Zero Plan. The metrics would be published on the Transportation and Traffic Safety section of the City’s website and updated to reflect the most recent data. The Study would also provide a cost estimate for maintaining the reporting service and analyzing the metrics.

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: \$150,000
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 would work with the consultant throughout the project process including the analysis and the development of recommendations.

Cost to Implement Study Results

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

EXPECTED CITY COUNCIL, BOARD OR COMMISSION PARTICIPATION

Council-Approved Work Plan: No
Council Study Session: No
Reviewed by Boards/Commissions: Bicycle and Pedestrian Advisory Commission

STAFF RECOMMENDATION

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

The City has already developed goals and metrics in the ATP and Vision Zero Plan that were reviewed and approved by the Bicycle and Pedestrian Advisory Commission (BPAC) and City Council.

Key goals that were identified include:

- increasing bicycling and walking mode share to 10% by 2030;
- achieving the League of American Bicyclists Bicycle Friendly Silver status by 2030; and
- reducing traffic fatalities by 50% by 2029.

Metrics already tracked by staff and reported regularly to the BPAC include:

- travel tallies collected biannually (in the fall and spring) to obtain a mode split of how students travel to and from school;
- a collision summary of total pedestrian- and bicycle-related collisions in the past five years by KSI each year;
- existing and newly constructed bicycle facilities by type;
- biannual bicycle and pedestrian counts collected at six locations in high active transportation areas;
- a status report of bicycle and pedestrian improvement projects and Safe Routes to School projects that are constructed, in-progress, and planned; and
- collision trends such as total collisions per year, total KSIs per year, and pedestrian and bicycle related KSI collisions by year.

Prepared by: Angela Wong, Transportation Engineer

Reviewed by: Dennis Ng, Transportation and Traffic Manager
Reviewed by: Chip Taylor, Director, Department of Public Works
Reviewed by: Sarah Johnson-Rios, Assistant City Manager
Approved by: Kent Steffens, City Manager



City of Sunnyvale

Agenda Item

24-0109

Agenda Date: 2/15/2024

2024 COUNCIL STUDY ISSUE

NUMBER

DPW 24-01

TITLE Evaluate Feasibility of an Art Crosswalks Program or Policy

BACKGROUND

Lead Department: Department of Public Works

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

Sponsor(s): Councilmembers: Mehlinger, Cisneros, Melton, Srinivasan, Sell, Din, Klein

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

SCOPE OF THE STUDY

What precipitated this Study?

Throughout the country, numerous cities have begun incorporating art into public crosswalks. Ranging from simple “rainbow crosswalks” celebrating Pride, to complex mural-like designs to honor local cultures and history, art crosswalks can enliven their surroundings and bring joy to users. There are also thoughts that art crosswalks may improve safety and have a traffic calming effect. The Study Issue is in line with core City goals, namely increasing the amount and prominence of public art and improving traffic safety.

What are the key elements of the Study?

This Study Issue would examine the possibility of installing artistic crosswalks in Sunnyvale. It would gather and evaluate case studies of existing examples of art crosswalk installations and policies from other jurisdictions. The Study would also identify options for artistic crosswalks, such as stock crosswalk products or individually painted crosswalks by artists. The Study would identify any federal or state requirements or standards for crosswalks and quantify liability risks to the City with installation of artistic crosswalks. Existing studies related to safety and traffic impacts of all modes would be reviewed and evaluated. It would also study the installation and maintenance costs, materials used, maintenance needs, and public outreach efforts for installation.

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

This Study would be conducted by consultant Services. The cost associated with the 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 project process.

Cost to Implement Study Results

Unknown. This 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: Arts Commission

STAFF RECOMMENDATION

Support. This policy issue merits discussion at the 2024 Study Issues Workshop.

Staff supports the Study Issue as identifying a new tool to potentially improve traffic safety and increase the prominence of public art that could improve residents' quality of life has merit and should be explored.

Prepared by: Erik Trujillo, Traffic Engineer
Reviewed by: Angela Obeso, Principal Transportation Engineer
Reviewed by: Dennis Ng, Transportation and Traffic Manager
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

24-0112

Agenda Date: 2/15/2024

2024 COUNCIL STUDY ISSUE

NUMBER

DPW 24-02

TITLE Complete Streets Redesign of Fair Oaks Avenue

BACKGROUND

Lead Department: Public Works

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

Sponsor(s): Councilmembers: Mehlinger, Klein, Cisneros, Srinivasan and Sell

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

SCOPE OF THE STUDY

What precipitated this Study?

This Study Issue would examine redesigning Fair Oaks Avenue between Fair Oaks Way and El Camino Real to improve safety and comfort for pedestrians and cyclists by aligning with the principles of Vision Zero. There are intersections without signals or marked pedestrian crossings, and inconsistent bicycle facilities that alternate between Class II Bicycle Lanes and Class III Bicycle Routes with sharrows.

Fair Oaks Avenue is a north-south Class I Arterial between Fair Oaks Way and N. Wolfe Road, and a Class II Arterial between N. Wolfe Road and El Camino Real. The roadway becomes E. Java Drive north of Fair Oaks Way, and E. Remington Drive south of El Camino Real. Fair Oaks Avenue in the study area is split into three different speed limit zones, which consists of a 40 mph zone between Fair Oaks Way and Ahwanee Avenue, a 30 mph zone between Ahwanee Avenue and Old San Francisco Road, and 35 mph zone between Old San Francisco Road and El Camino Real. Fair Oaks Avenue is a key bus corridor and has many residential housing and commercial businesses along the corridor.

There is an existing Class II Bicycle Lane on Fair Oaks Avenue from El Camino Real to Old San Francisco Road and from Weddell Drive to Fair Oaks Way. In June 2017 (RTC No. 17-0502), City Council took an action to maintain on-street parking and install bicycle sharrows to implement a Class III Bicycle Route on Fair Oaks Avenue from Old San Francisco Road to Evelyn Avenue, Kifer Road to Arques Avenue, and Wolfe Road to Ahwanee Avenue. The bicycle facilities were constructed in phases. As part of the Fair Oaks Avenue Bike Lanes and Streetscape Project Phase 1, Class III Bicycle Route was installed on Fair Oaks Avenue from Old San Francisco Road to Evelyn Avenue, from Kifer Road to Arques Avenue, and from Wolfe Road to Ahwanee Avenue. Fair Oaks Avenue Bike Lanes and Streetscape Project Phase 2 provided enhancements like Class II bike lanes and

Class III bicycle markings, and bike detection systems where possible between Arques Avenue and Wolfe Road, and between Ahwanee Avenue and Fair Oaks Way. As part of the Fair Oaks Overhead Bridge Repair Project, Class II Bicycle Lanes and a sidewalk on the east side of Fair Oaks Avenue were installed from Evelyn Avenue to Kifer Road. The Active Transportation Plan calls for Class II Bike Lanes on Fair Oaks Avenue from Ahwanee Avenue to Balsam Avenue as part of the full buildout of Sunnyvale's bicycle network. There is also a missing segment of Class II bicycle facility on Fair Oaks Avenue between Ahwanee Avenue and Weddell Drive (within Caltrans' right-of-way). There are missing sidewalks on the west side of Fair Oaks Avenue from Weddell Drive to Ahwanee Avenue (within Caltrans' right-of-way) and pedestrian intersection improvements at Fair Oaks Avenue at Weddell Drive.

There was a fatal collision that occurred in the evening on April 22, 2023 at Fair Oaks Avenue and E. Taylor Avenue. A pedestrian was walking eastbound on E. Taylor Avenue and was struck by a vehicle traveling northbound on Fair Oaks Avenue. According to the collision report, the driver was at fault and violated California Vehicle Code Section 21950(c) for failure to yield to a pedestrian in an unmarked crosswalk.

What are the key elements of the Study?

The scope of work will include aerial survey with supplemental topographic survey at intersections, crosswalk/signal warrant analysis, collision analysis, traffic capacity and queueing analysis, level of service analysis, public outreach, parking study, a design of conceptual improvement plans, and potential costs estimates for design of bid documents and construction costs for specific elements and/or the entire project for the approximate 3.1 mile stretch of Fair Oaks Avenue. The Study will include the necessary elements to involve preparation of the base map using aerial, field supplemental topographic survey, utility base mapping and right-of-way mapping. The base map will be used to prepare preliminary plan line concept design alternatives to improve bicycle (bike lanes, buffered bicycle lanes, protected bike lanes, two-stage turn boxes, protected intersections) and pedestrian (wider sidewalks, reduced intersection corner radius, bulb-outs, landscaping/park strips/street trees, new crosswalks, street lighting) infrastructure along Fair Oaks Avenue within the study area. Additionally, drainage, utility relocations, C.3 stormwater treatment, and traffic signal design will need to be considered based on potential bicycle and pedestrian infrastructure improvements.

The Study will include the review of the sidewalk accessibility at the two segments that are missing sidewalks on the west side of Fair Oaks Avenue. Since one of the missing sidewalk segments is within Caltrans' right-of-way, an encroachment permit will be required from Caltrans and additional coordination meetings will be needed for the sidewalk design. A crosswalk/signal warrant analysis will be conducted to determine whether to install new Pedestrian Hybrid Beacon or traffic signals at Balsam Avenue, Taylor Avenue and McKinley Avenue along the Fair Oaks Avenue corridor. The study will consider concepts, improvements and tools from the City's Active Transportation Plan, Vision Zero Plan, Roadway Safety Plan, and VTA's Tasman Complete Street Study. The removal of on-street parking along Fair Oaks Avenue will require a parking study between Old San Francisco Road and Bryan Avenue (three blocks) and between Arques and Arbor Avenues (three blocks). Public outreach will be conducted to determine the amount of public support for proposed modifications.

Estimated years to complete study: 3 years

FISCAL IMPACT

Cost to Conduct Study

Level of staff effort required (opportunity cost): Major
Funding Required for Non-Budgeted Costs: \$ 700,000
Funding Source: General Fund

The cost associated with this Study will 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 project process including the analysis and the development of recommendations.

Cost to Implement Study Results

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

EXPECTED CITY COUNCIL, BOARD OR COMMISSION PARTICIPATION

Council-Approved Work Plan: No

Council Study Session: Yes

Reviewed by Boards/Commissions: Bicycle and Pedestrian Advisory Commission

STAFF RECOMMENDATION

Support. This policy issue does merit discussion at a Study Issues Workshop.

The Study Issue proposes contiguous bike lanes for the length of Fair Oaks Avenue and the removal of Class III Bicycle Route sharrows. Although LUTE Policy LT-3.8 and Policy LT-3.9 prioritizes the use of City streets for the movement of vehicles, bicycles and pedestrians over non-transport uses such as parking, these proposed study issue elements conflict with prior City Council action. In June 2017 (RTC No. 17-0502), City Council action was to preserve parking and install Class III Bicycle Route on varying segments of Fair Oaks Avenue instead of installing Class II bike lanes from Old San Francisco Road to Evelyn Avenue.

A study to review a more comprehensive redesign Fair Oaks Avenue would have a potential benefit of further improving bicyclists and pedestrian comfort and safety which is the intent of the City's Vision Zero Plan and Active Transportation Plan.

Prepared by: Think Le, Transportation Engineer

Reviewed by: Dennis Ng, Transportation and Traffic Manager

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

24-0005

Agenda Date: 2/15/2024

2024 COUNCIL STUDY ISSUE

NUMBER

DPW 24-04

TITLE Evaluate Late Night Lights at Public Parks

BACKGROUND

Lead Department: Department of Public Works

Support Departments: Office of the City Manager
Office of the City Attorney
Department of Library and Recreation 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?

During the winter months, daylight savings reduces the number of hours residents can utilize the Parks. This proposed Study would assess the impact of keeping lights on public fields for use on Thursday, Friday and Saturday evenings.

What are the key elements of the study?

This Study would consider the impacts of keeping the sports field lighting turned on evenings during the winter months, without a permit, on Thursday, Friday and Saturday nights on the City's athletic fields that have existing field lighting. The Study would include a public outreach component to gauge the potential impacts on residents (e.g., quality of life, real estate values, etc.) in the area of the potentially lit fields. The Study would also consider the fiscal impact (e.g., energy/maintenance, field rental possibilities) of keeping the lights on for extended hours. The Study would also look at the potential benefits to residents of having the fields lit during the extended hours. The Study would make a recommendation, following public outreach, regarding extended hours for field lighting.

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 - General Fund

The cost of the Study will be to hire a consultant, including a robust public outreach component.

Cost to Implement Study Results

Unknown. The 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: Parks and Recreation Commission

STAFF RECOMMENDATION

Support. This policy issue merits discussion at the 2024 Study Issues Workshop.

Extending the time sports field lighting is on at night would increase the time residents have to use the City's sports fields. Potential concerns regarding the impact on quality of life for nearby neighbors and energy usage, as well as fiscal impact, would also need to be considered and weighed against the benefits of additional field usage.

Prepared by: Jim Stark, Superintendent of Parks and Golf

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

Reviewed by: Sarah Johnson-Rios, Assistant City Manager

Approved by: Kent Steffens, City Manager



City of Sunnyvale

Agenda Item

24-0006

Agenda Date: 2/15/2024

2024 COUNCIL STUDY ISSUE

NUMBER

DPW 24-05

TITLE Explore Making the City-Owned Property at West Evelyn & Mathilda Place Open and Accessible to the Public with A Rehabilitation of the Existing Bus Terminal Sign Abandoned at that Location

BACKGROUND

Lead Department:	Department of Public Works
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 City-owned right-of-way parcel at the corner of Mathilda Place and Evelyn Avenue, adjacent to the Mathilda Avenue overpass which has Canary Island pine trees, pine needles and a post and sign frame, used to hold a bus terminal sign. The sign was abandoned many years ago and the remaining post and sign frame are in poor condition. The sign used to welcome visitors to downtown Sunnyvale and is part of the City’s history.

What are the key elements of the Study?

This Study issue would explore ways to make use of this underused area of downtown. The first item to address is whether the sign is of historical value by performing a Historic Resource Evaluation. The evaluation would research the original installation date, determine the age of the sign, and its importance to a person, place, or thing in the City’s history. This initial evaluation is anticipated to cost approximately \$20,000 for consultant services.

If the sign is determined to be not historic and can be repurposed, the City can then evaluate other options such re-purposing the sign as a welcome to downtown Sunnyvale sign.

The parcel by the former bus terminal sign, which is approximately 5,000 square feet, could be re-purposed for additional uses, such as but not limited to a small park(let), a dog run, a remote-controlled (RC) car raceway or a food truck court. There are a variety of other uses which could be explored in this study issue. If it is determined that the parcel should be repurposed, then it would have to be formally added to the City’s park inventory.

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 - General Fund

The initial cost would be to hire a consultant. Dependent on the results of the Study, costs incurred may include rehabilitation of area, capital costs, and new maintenance costs.

Cost to Implement Study Results

Unknown. The 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: Parks and Recreation Commission

STAFF RECOMMENDATION

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

There was a Greyhound Bus sign that was located on a small City-owned parcel, that is approximately 5,000 square feet, located at the corner of Evelyn Avenue and Mathilda Place. The sign has been abandoned, fallen into disrepair, and all that remains is a metal post and metal sign frame that once held a Greyhound Bus sign. The Study proposes to re-evaluate potential uses of the sign for wayfinding purposes. However, the City already has a capital improvement project, Project 826800 Downtown Wayfinding and Gateways, to install coordinated signs and gateway features that will provide a uniform and clear signage program to navigate to and within the downtown area.

Regarding studying the parcel for other standard park-like uses (e.g., dog park, food truck court, RC car raceway, etc.), due to the small size of the parcel, the number of mature trees and mounded nature of the parcel, as well as its close proximity to busy streets, staff does not think that the location is well suited for such activities.

Prepared by: Jim Stark, Superintendent of Parks and Golf
Reviewed by: Chip Taylor, Director, Department of Public Works
Reviewed by: Sarah Johnson-Rios, Assistant City Manager
Approved by: Kent Steffens, City Manager



City of Sunnyvale

Agenda Item

24-0007

Agenda Date: 2/15/2024

2024 COUNCIL STUDY ISSUE

NUMBER

DPW 24-06

TITLE Explore the Feasibility of Planting 2,025 New Trees In Sunnyvale by the Year 2025

BACKGROUND

Lead Department: Department of Public Works
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?

One of the primary goals of the City’s Urban Forest Management Plan (UFMP) is to increase the tree canopy of the City. This Study would identify ways to plant trees in City-owned land such as street medians and parks and encourage private entities to increase the City’s canopy on private property.

What are the key elements of the Study?

In 2014, City Council approved the Urban Forest Management Plan as a general framework for managing all trees in Sunnyvale to ensure the sustainability and attractiveness of the urban forest. One of the main goals of the plan is to increase tree canopy cover to maximize ecosystem benefits provided by the urban forest. Currently, the City plants about 300 new trees a year. A one-time planting “blitz” would provide a significant increase to that number, helping to boost the overall canopy percentage. The Study would consider different means, methods and costs to plant an additional 2,025 trees in a year, and to maintain the trees over their projected lifespans.

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 - General Fund

The costs for the Study would be hiring a consultant to complete the analysis.

Cost to Implement Study Results

Unknown. Study would include an 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: Parks and Recreation Commission

STAFF RECOMMENDATION

Drop. This policy issue does not merit discussion at the 2024 Study Issues Workshop.

This Study is similar and redundant to Study Issue *DPW 22-04 Street Tree Repopulation with an Equity Lens* which proposes planting 5,000 new trees in 5 years. Both Study Issues propose planting substantial new trees in Sunnyvale and will provide good metrics to use for future planning.

Prepared by: Jim Stark, Superintendent of Parks and Golf

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

Reviewed by: Sarah Johnson-Rios, Assistant City Manager

Approved by: Kent Steffens, City Manager

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

Version: 1/30/2024

#	Title	Required Staff Effort	Cost of Study	Cost to Implement*	B/C Rank	Dept. Rank
DPS 24-01	Evaluate an Ordinance or Resolution Allowing Traffic Enforcement on Private Roadways in the Moffett Park Specific Plan Area	Moderate	\$ -	Unknown	N/A	2
DPS 24-02	Evaluate Municipal Code 10.16.120 (use of Streets or Public Parking Facilities for Storage of Vehicles Prohibited) and Modernize Parking Requirements and Restrictions	Moderate	\$ 50,000	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

24-0124

Agenda Date: 2/15/2024

2024 COUNCIL STUDY ISSUE

NUMBER

DPS 24-01

TITLE Evaluate an Ordinance or Resolution Allowing Traffic Enforcement on Private Roadways in the Moffett Park Specific Plan Area

BACKGROUND

Lead Department: Department of Public Safety

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

Sponsor(s): Councilmembers: Melton, Klein, Din, Mehlinger, Cisneros, Srinivasan, Sell

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

SCOPE OF THE STUDY

What precipitated this Study?

At the July 25, 2023 City Council meeting, Councilmember Melton sponsored a Study Issue to research an ordinance or a resolution to apply California Vehicle Code Sections (CVC) 21107.5, 21107.6 and 21107.7 to private roads in and around the Moffett Park Specific Plan Area for the purpose of enabling the Department of Public Safety to provide law enforcement. Mayor Klein, Vice Mayor Din, and Council members Mehlinger, Srinivasan and Sell co-sponsored the Study Issue.

Traffic enforcement is an essential component of the Council-approved Vision Zero Plan. In July 2019, City Council approved a Vision Zero Plan for Sunnyvale (RTC No. 19-0298). The Vision Zero Plan’s long-range goal is to eliminate roadway fatalities and serious injuries from collisions. One prong of this goal is enforcement. Sunnyvale has private roadways, which are generally held open for use by the public for vehicular traffic within the Moffett Park Specific Plan Area. For the Department of Public Safety to enforce the CVC on privately owned streets, the CVC requires that City Council adopt a resolution or ordinance allowing such enforcement.

What are the key elements of the Study?

The Study will examine the City’s ability to enforce state and local traffic regulations on private roads within the Moffett Park Specific Plan Area. Although the City is generally not authorized to apply the provisions of the CVC to private roads, Sections 21107.5, 21107.6 and 21107.7 authorizes application of the CVC under specified conditions.

This Study would focus on identifying private roads within the Moffett Park Specific Plan Area and identifying the process needed to implement enforcement. It would identify what professional traffic

analysis and surveys are needed to determine enforceable speed limits and the required corresponding signage. The Study would also include an assessment of the costs associated with enforcing private roadways including personnel costs, signage, and ancillary support. Public outreach would be conducted to solicit feedback from community members, property owners, and project stakeholders to determine support of enforcement on private roads.

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

Community outreach would need to be conducted to gauge public support for or against regulating enforcement of private roadways within the Moffett Park Specific Plan Area.

Cost to Implement Study Results

Unknown. The Study would include an assessment of potential and anticipated costs resulting from enforcement including implementation, personnel costs, signage and periodic traffic analysis and surveys.

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 2024 Study Issues Workshop.

Providing enforcement on private roadways within the Moffett Park Specific Plan can potentially improve traffic safety upon these roadways. The Study Issue has merit and should be explored, as it is consistent with the Council approved Vision Zero Plan and its goal of eliminating fatalities and serious injuries resulting from collisions.

Prepared by: Ava Fanucchi, Deputy Chief
Reviewed by: Phan S. Ngo, Director, Public Safety
Reviewed by: Teri Silva, Assistant City Manager
Approved by: Kent Steffens, City Manager



City of Sunnyvale

Agenda Item

24-0090

Agenda Date: 2/15/2024

2024 COUNCIL STUDY ISSUE

NUMBER

DPS 24-02

TITLE Evaluate Municipal Code Section 10.16.120 (Use of Streets or Public Parking Facilities for Storage of Vehicles Prohibited) and Modernize Parking Requirements and Restrictions

BACKGROUND

Lead Department: Department of Public Safety

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

Sponsor(s): Councilmembers: Sell, Melton, Din, Klein, Mehlinger, and Srinivasan

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

SCOPE OF THE STUDY

What precipitated this Study?

At the November 28, 2023 City Council meeting, Councilmember Sell sponsored a Study Issue to address the limited availability of parking on some public streets. She requested an evaluation of the Sunnyvale Municipal Code (SMC) to determine alternative options and best practices utilized by surrounding jurisdictions. Councilmember Melton proposed a similar study to strengthen and modernize SMC Section 10.16.120 (*Use of streets or public parking facilities for storage of vehicles prohibited*). Both councilmembers agreed to combine the concepts of the two studies into one, given the similarities. Mayor Klein, Vice Mayor Din, and Councilmembers Melton, Mehlinger, and Srinivasan co-sponsored the Study Issue.

What are the key elements of the Study?

The Study will compare SMC language and enforcement practices and policies with other nearby municipalities. The Study will evaluate the effectiveness and enforcement challenges of SMC Section 10.16.120 *Use of streets or public parking facilities for storage of vehicles prohibited*. The Study would likely result in recommendations to strengthen and modernize SMC Section 10.16.120.

Department of Public Safety staff receive regular complaints from residents about on-street parking in violation of SMC Section 10.16.120. While complaints about parking are not a unique problem to Sunnyvale, enforcement of the seventy-two hour or more restriction is sometimes challenging and causes confusion with the public. SMC Section 10.16.120 states that “*Pushing or moving a vehicle a short distance or attempting to rub away the tire marking will not be considered compliance with this section. Additionally, successive acts of parking shall be presumed to be a single act of parking within the meaning of this section when the vehicle is moved merely for the purpose of avoiding the parking*”

limitations prescribed by this section.” Provisions of SMC Section 10.16.120 code, such as “*successive acts of parking*” and “*moving a vehicle a short distance*”, will be evaluated and compared with other nearby municipalities. Additionally, staff will evaluate an option to add a specified distance a vehicle needs to move within a seventy-two-hour period. Surrounding jurisdictions will be contacted and best practices will be considered.

The Study will evaluate permit parking for oversized vehicles. In addition, it will consider restricting oversized vehicles parked near schools and parks. Staff will review potential benefits and challenges, including legal challenges, associated with regulating oversized vehicles. Other jurisdictions will be contacted to determine if they have similar regulations and restrictions.

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

Staff would hire a consultant to conduct the Study. The consultant would survey other jurisdictions on parking regulations and conduct community outreach to gauge support for or against an amendment to SMC 10.16.120, oversized vehicle permit parking, and a restriction on oversized vehicles parked near schools and parks, if proposed as part of the Study.

Cost to Implement Study Results

Unknown. The Study would include an assessment of potential and anticipated costs associated with implementation and enforcement of amending SMC 10.16.120, oversized vehicle permit parking, and a restriction on oversized vehicles parked near schools and parks.

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 2024 Study Issues Workshop.

Modernizing parking requirements could potentially improve shared parking practices throughout the City. This Study supports General Plan Goal SN-3 *Safe and secure city. Ensure a safe and secure environment for people and property in the community by providing effective Public Safety response and prevention and education services.*

Prepared by: Ava Fanucchi, Deputy Chief
Reviewed by: Phan S. Ngo, Director, Department of Public Safety
Reviewed by: Chip Taylor, Director, Department of Public Works
Reviewed by: Jaqui Guzmán, Deputy City Manager
Approved by: Kent Steffens, City Manager

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

Version: 1/30/2024

#	Title	Required Staff Effort	Cost of Study	Cost to Implement*	B/C Rank	Dept. Rank
ESD 22-02	Promotion and Assessment of Sustainable Landscaping Strategies	Moderate	\$ 100,000	Unknown	PRC - 6 SC - 2	2
ESD 24-01	Evaluate the Use of Artificial Turf versus Living Groundcover	Moderate	\$ 100,000	Unknown	PC - 3 SC - 1	1

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



2024 Study Issues Workshop
Status Report: Continuing and Completed Study Issues
Environmental Services

ESD

Continuing Study Issues

Number	Study Issue and Status
ESD 17-01	Eliminate the Use of Chemical Pesticide on City Owned or Leased Property <i>Staff are finalizing the Scope of Work for consultant services to support cost benefit analysis, current IPM assessment, and development of a pilot project. Staff will develop and issue the RFP.</i>
ESD 22-01	Complete a Comprehensive Update of the 2013 Feasibility Study for Recycled Water Expansion <i>The scope of work to be included in the request for proposal for the Recycled Water Master Plan (RWMP) has been finalized. Proposals are expected to be submitted by end of March with award by May 2023. The RWMP is still on schedule to be completed by June 2024.</i>
ESD 23-01	Climate Budgeting <i>Staff held a kickoff meeting and are conducting and compiling research on the topic.</i>

Completed Study Issues

Number	Study Issue	Date Completed
	N/A	



24-0132

Agenda Date: 2/15/2024

2024 COUNCIL STUDY ISSUE

NUMBER

ESD 22-02

TITLE Promotion and Assessment of Sustainable Landscaping Strategies

BACKGROUND

Lead Department: Environmental Services Department

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

Sponsor(s): Sustainability Commission

History: 1 year ago: Ranked, Below the Line
2 years ago: Ranked, Below the Line

SCOPE OF THE STUDY

What precipitated this Study?

Current landscaping practices rely on technologies (e.g., motorized equipment such as leaf blowers) that may have adverse health, air and water quality impacts. The Sustainability Commission sponsored this Study Issue to encourage the use of more holistic landscaping practices, in order to eliminate the need for landscape equipment altogether.

This Study is relevant to the following City Policies:

- Climate Action Playbook Play 4.2: Ensure resilience of water supply; and
- General Plan, Chapter 7 Environmental Management, Goals EM-2: Water Conservation; EM-8.5 Prevent Accelerated Soil Erosion; and EM-11 Improved Air Quality

What are the key elements of the Study?

This Study would examine alternatives to traditional landscaping practices that would require less reliance on motorized landscape maintenance equipment. Factors that should be considered are landscaping equipment types, frequency of landscaping maintenance or service, and landscaping coverage types.

The City may collaborate at the regional level with other agencies to best deliver the following elements of the Study:

1. A list of best practices or comparisons of landscape maintenance strategies to be identified/developed. For example, what are the impacts of using mulching as a landscape practice versus using leaf blower equipment. This should include determinations for how frequency of service changes the impacts, which strategies require more or less staff time and resources, etc. One time and ongoing cost implications will be provided along with the comparison.

2. Identify any existing programs available to City residents which promote the adoption of the best practices identified in the Study.
3. Identify, evaluate next steps, and provide costs for the City to provide the following resources to promote the adoption of the best practices identified in this Study:
 - a. Incentives, such as sustainable landscaping certifications, gas-powered equipment trade-ins, price comparisons, rebates, etc.
 - b. An educational program/campaign to educate target audiences of the benefits of switching to the more sustainable strategies. This should include costs or savings, ecological impacts, pollution prevention benefits, etc. Target audience would include single family residential, multifamily dwellings, property owners, and landscape service providers.
4. Evaluate the existing Park Design Guidelines and Standard Details for revision to meet best practices identified in this Study.

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

A budget supplement is requested to fund consultant support needed to conduct research on the key elements of this Study. Some resources on sustainable landscaping best practices specific to the Bay Area already exist and may be leveraged. For example, Alameda County's "Bay-friendly Landscape Guidelines," developed by the public agency StopWaste.org, recommends using landscaping practices that promote soil restoration, water conservation, energy conservation (including reduced reliance on motorized equipment), water and air quality, and less waste. Other such resources may exist.

Environmental Services Department (ESD), in collaboration with Department of Public Works (DPW) - Parks Division, will oversee the consultant's work to ensure research is conducted in a manner that would benefit and inform current operations related to landscaping. For example, DPW would guide the consultant in selecting best practices for the comparative analysis in key element No. 1, with a view to include practices that could be implemented feasibly in Sunnyvale.

Cost to Implement Study Results

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

Costs to implement would depend on the types of practices recommended by this Study. Costs may be significant if a majority of current landscape maintenance practices are recommended to be changed.

EXPECTED CITY COUNCIL, BOARD OR COMMISSION PARTICIPATION

Council-Approved Work Plan: No

Council Study Session: No

Reviewed by Boards/Commissions: Sustainability Commission, Parks and Recreation Commission

STAFF RECOMMENDATION

Support. This policy issue merits discussion at the 2024 Study Issues Workshop.

The DPW Parks Division already implements several practices that are sustainable, including integrated pest management (IPM), water conservation, and use of native species. This Study would inform how existing practices can be expanded to incorporate air quality, noise, energy conservation, and soil restoration considerations. Furthermore, identifying how to reduce reliance on motorized landscape equipment may also assist the City in transitioning its operations to comply with AB 1346 regulations, which require small off-road engines (e.g., leaf blowers) to be zero-emission by 2024.

Prepared by: Madeline Khair, Environmental Programs Manager

Reviewed by: James Stark, Superintendent of Parks and Golf

Reviewed by: Ramana Chinnakotla, Director, Environmental Services Department

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

Reviewed by: Connie Verceles, Deputy City Manager

Approved by: Kent Steffens, City Manager



City of Sunnyvale

Agenda Item

24-0008

Agenda Date: 2/15/2024

2024 COUNCIL STUDY ISSUE

NUMBER

ESD 24-01

TITLE Evaluate the Use of Artificial Turf versus Living Groundcovers

BACKGROUND

Lead Department: Environmental Services Department

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

Sponsor(s): Sustainability Commission

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

SCOPE OF THE STUDY

What precipitated this Study?

The Sustainability Commission sponsored this Study Issue in response to some community members' opposition to the use of Artificial Turf (AT) in public parks and athletic fields. Some community members have raised concern regarding the use of AT at Fair Oaks Park and during the design approval of the Lakewood Park Renovation project. City Council supported the use of living grass for of the design of Lakewood Park.

The community members raised concerns that AT may pose environmental threats to water and soil leading to negative long-term impacts to human and pet health. Community members stated that AT is commonly made of plastics sourced from fossil fuels and some research has linked AT production and the use of perfluorinated and polyfluorinated substances (PFAS). Issues like increasing urban heat island effect, microplastic pollution, and stormwater pollution are also of growing concern. This prompted the Sustainability Commission to submit a Study Issue further evaluating the use of artificial turf.

Following years of extreme drought, AT has become a popular alternative to living turf for the water saving benefits. Currently, the City allows the installation of AT as a water conservation strategy. The City also considers AT installation on athletic fields during park renovations or installations. Apart from water conservation, AT allows for decreased maintenance time and overall, significantly more playing time for the community.

What are the key elements of the Study?

The purpose of this Study is to evaluate the impacts of AT versus living grass and other ground cover

alternatives. The study will analyze the benefits and challenges regarding the installation and use of AT on private properties, including residential and commercial landscapes, and public properties, including athletic fields. The Study will also consider ways to educate the community on alternative options when removing natural lawn.

Key Study elements include:

- Comparative Analyses:
 - Based on review of existing studies, assess the environmental and health impacts of artificial turf (AT) to living grass and other alternative ground cover options. This should include but is not limited to, urban heat island impact, wear and tear resulting in microplastic pollution, stormwater runoff pollution, chemical leaching, pesticide and fertilizer use, etc. This should also examine cradle-to-grave environmental impacts such as greenhouse gas emissions and water usage from manufacture and use as well as end of product life disposal impacts.
 - Assess the operational and maintenance costs of the lifetime of AT and living turf and other alternative ground cover options.
- Develop recommendations based on the analyses for the City to
 - Develop policy regarding the use of AT.
 - Provide guidance on alternatives to AT available for different use cases.

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

Due to a lack of staff resources and expertise, consultant support will be needed for this Study. The review of the existing studies, the life cycle analysis, cost comparisons, and policy recommendations can all be led by the consultant with support from City staff. ESD and DPW will provide information and data needed for the consultant to complete the assessments and will collaborate with the consultant on policy and outreach recommendations.

Cost to Implement Study Results

Unknown. The 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: Sustainability Commission, Planning Commission

STAFF RECOMMENDATION

Support. This policy issue merits discussion at the 2024 Study Issues Workshop.

Currently, the City allows the installation of artificial turf (AT). Water conservation is a priority for Sunnyvale, and artificial turf helps residents, businesses and the community save water. AT also provides some benefits with decreased maintenance needs and more playing time on athletic fields. Some research is raising concerns around the environmental and health impacts of using AT. The City has not evaluated the research to develop a full scope of the benefits and potential issues regarding the installation and use of AT, and this study would facilitate staff conducting such an evaluation to help inform future policy decisions.

Prepared by: Madeline Khair, Environmental Programs Manager

Reviewed by: Jennifer Ng, Assistant Director of Public Works

Reviewed by: Ramana Chinnakotla, Director, Environmental Services Department

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

Reviewed by: Connie Verceles, Deputy City Manager

Approved by: Kent Steffens, City Manager

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

Version: 1/30/2024

#	Title	Required Staff Effort	Cost of Study	Cost to Implement*	B/C Rank	Dept. Rank
LRS 24-01	Examine the Permanent Closure of the Interior Levees Surrounding Sunnyvale's Wastewater Treatment Ponds	Moderate	\$ 5,000	Unknown	Too Late to Rank	2
LRS 24-02	Benchmark Sunnyvale Public Library Collections and Budget to Understand the Effect of the Cost of Digital Materials and the Addition of New Branch Library	Moderate	\$ 20,000	Moderate	BLT - 1	1

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



**2024 Study Issues Workshop
Status Report: Continuing and Completed Study Issues
Library and Recreation Services**

LRS

Continuing Study Issues

Number	Study Issue and Status
LRS 20-03	Assessment of Needs for Additional Outdoor Sports Programs and Facilities <i>Staff went out to bid in September 2023. No bids were received by the deadline. Staff are in direct negotiations with a contract service provider to begin the study between February and March 2024.</i>

Completed Study Issues

Number	Study Issue	Date Completed
	N/A	



City of Sunnyvale

Agenda Item

24-0130

Agenda Date: 2/15/2024

2024 COUNCIL STUDY ISSUE

NUMBER

LRS 24-01

TITLE Examine the Permanent Closure of Access to the Interior Levees Surrounding Sunnyvale’s Wastewater Treatment Ponds for Public Recreation

BACKGROUND

Lead Department: Library and Recreation Services

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

Sponsor(s): Councilmembers: Mehlinger, Melton, Klein, Cisneros, Sell, Srinivasan, Din

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

SCOPE OF THE STUDY

What precipitated this Study?

During the Moffett Park Specific Plan (MPSP) approval process, local environmentalists raised concerns about the potential impact that public access to interior levees around the water treatment plant could have on local wildlife if community use increases with additional development in the area. Based on these environmental concerns, Councilmember Mehlinger requested that staff conduct a study issue to examine the permanent, year-round closure of the water treatment pond interior levees (Attachment 1).

What are the key elements of the Study?

The wastewater treatment pond levees are narrow, low, and in places, fragile. The interior levees have been accessible and used by the public for recreation purposes, however these levees are not designed, intended or designated as public pathways or trails. During fall and winter migration seasons, some waterfowl gather on or near the ponds, levees and other surrounding areas to rest and recover. In the spring and summer, local species nest and raise their young on the levees. In addition to wildlife, the ponds and levees attract bird watchers, pedestrians, and bicycle traffic.

For bicycle and/or pedestrian use, access to the interior levees is not essential, as the adjacent outer levees provide alternative wider, taller, and more robust levees with trails better suited and designed for recreational and commuter access.

Sunnyvale Water Pollution Control Plant staff require 24/7 access to the interior levees. The levees and the treatment ponds are not managed for habitat purposes; they are a critical part of the wastewater treatment operations and are managed accordingly. Use of the interior levees by visitors,

birds and other species is incidental. Signage along the interior levees alerts users to the operational use of the ponds and does not invite recreational activity. The City is required to provide public access to the outer levees as a condition of its permit with the Bay Conservation and Development Commission (BCDC). The inner levees are not required to be open to public access.

This Study Issue would examine the permanent closure of public access to the interior levees. It would include public education and engagement relative to the Wastewater Treatment Ponds, the levees, alternative/adjacent recreation options, and the natural environment; presenting findings and alternatives to both the Sustainability and Parks and Recreation Commissions, either jointly or separately, to make a recommendation for City Council consideration.

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:	\$5,000 (Outreach Signage/Materials)
Funding Source:	Will seek budget supplement - General Fund

Cost to Implement Study Results

Implementation costs may include signage and improved facility access controls (e.g., fencing, gates, etc.). An estimate of implementation costs will be completed 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: Parks and Recreation Commission; Sustainability Commission; Bicycle and Pedestrian Advisory Commission

STAFF RECOMMENDATION

Support. This policy issue merits discussion at the 2024 Study Issues Workshop.

Staff supports the need to analyze bike, pedestrian, birder, and general recreation access (e.g., interests, benefits, and needs) relative to potential closure of public access to the inner levees of the Sunnyvale Wastewater Treatment Ponds. Outreach efforts will include the general public (trail users), Sunnyvale residents, partner or government agencies (e.g., San Francisco Bay Conservation and Development Commission (BCDC), and non-profit organizations (e.g., Santa Clara Valley Audubon Society, San Francisco Bay Bird Observatory).

As part of the Study, staff will review Sunnyvale’s General Plan, including Chapter 3: Land Use and Transportation (Land Use and Open Space); Chapter 4: Community Character (Recreation); and Chapter 7: Environmental Management (Wastewater Collection and Treatment). Staff will also determine if permission to close the interior levees is necessary from any of the agencies with jurisdiction over the area.

Prepared by: Damon Sparacino, Recreation Superintendent

Reviewed by: Michelle Perera, Director, Library and Recreation Services

Reviewed by: Ramana Chinnakotla, Director, Environmental Services Department

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

Reviewed by: Sarah Johnson-Rios, Assistant City Manager

Approved by: Kent Steffens, City Manager

ATTACHMENT

1. 2023 WPCP Interior Levee Closure Map

Pond A3W
US Fish and Wildlife Service

Pond A8
Valley Water

Oxidation
Pond 1

Oxidation
Pond 2

Pond A4
Valley Water

WPCP

Legend

 Proposed Interior Levee Access Closure(s)

Proposed WPCP Treatment Ponds Interior Levee Access Closure Map

City of Sunnyvale Water Pollution Control Plant
1444 Borregas Ave, Sunnyvale, CA 94088



Sunnyvale



City of Sunnyvale

Agenda Item

24-0133

Agenda Date: 2/15/2024

2024 COUNCIL STUDY ISSUE

NUMBER

LRS 24-02

TITLE Benchmark Sunnyvale Public Library Collections and Budget to Understand the Effect of the Cost of Digital Materials and the Addition of New Branch Library

BACKGROUND

Lead Department: Library and Recreation Services
Support Departments: Office of the City Manager
Office of the City Attorney
Finance Department
Sponsor(s): Board of Library Trustees
History: 1 year ago: N/A
2 years ago: N/A

SCOPE OF THE STUDY

What precipitated this Study?

Chair Wang requested that staff conduct a study issue to benchmark Sunnyvale Public Library collections and budget with other Bay Area libraries, to understand the effect the rising cost of digital materials is having, and how the addition of the new Lakewood Branch Library will impact the collection budget.

What are the key elements of the Study?

Two significant factors are impacting the Sunnyvale Public Library's collection policy and budget:

1. Cost of e-materials: Growth in demand and use of e-materials (e.g., eBooks, audio books, streaming services) has grown significantly, especially during the pandemic. The cost of e-materials is significantly higher than its equivalent analog material. Increasing the availability of e-materials to meet demand means that the library must choose between reducing the budget for traditional books or maintaining a smaller collection of e-materials. This Study will help the Board understand how Sunnyvale's collection of materials and e-materials compares to that of other cities, the impact of the higher cost of e-materials, and the potential impact on the library collections budget.
2. Planned addition of a new branch library: Sunnyvale's first branch library is scheduled to open in 2025. While budget has been set aside for the initial opening, a benchmark study would help update library collections policy and budget to reflect supporting a new branch and to ensure that the collections at the branch library support the community needs. Understanding library collections (number of items in the collections, including e-materials and the budget for each of these collections) in similar Bay Area cities (and in particular, their branches) can help us understand how the Sunnyvale main and future branch libraries are positioned to serve their community relative to other cities and what adjustments might need to be made.

This Study Issue would examine and evaluate the costs of the library collection. It would include collection costs at the Main Library and the new Lakewood Branch Library; presenting findings to the Board of Library Trustees, to potentially make a budget supplement recommendation for City Council consideration.

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:	\$20,000
Funding Source:	Will see budget supplement - General Fund

Cost to Implement Study Results

Moderate cost to implement. Costs would include staff time and consultant costs associated with surveying neighboring Bay Area libraries.

EXPECTED CITY COUNCIL, BOARD OR COMMISSION PARTICIPATION

Council-Approved Work Plan: No
Council Study Session: Yes
Reviewed by Boards/Commissions: Board of Library Trustees

STAFF RECOMMENDATION

Support. This policy issue merits discussion at the 2024 Study Issues Workshop.

The Sunnyvale Public Library has this information currently available for the Sunnyvale Public Library and basic statistical information from neighboring libraries. Staff will need to consult the State Library annual statistics and survey neighboring Bay Area libraries to gather more in-depth information for this Study. Whereas a portion of this Study could be completed by library staff, it would be much more challenging to survey Bay Area libraries and evaluate the findings. It is valuable information to have to compare Sunnyvale with neighboring libraries. It would also be helpful to determine the per capita spending, and to show spending for the last 3 to 5 years to show the trend of e-material growth. Staff recommends limiting this Study to public libraries so there is a like for like comparison and would begin the study with the seven members of the Silicon Valley Library System (which could be done in-house). That framework can expand to some of the 42 member libraries of the Pacific Library Partnership geographic area (i.e., South Bay, East Bay, North Bay, and Peninsula) that are of similar size and/or population.

Prepared by: Laura Jammal, Management Analyst
Reviewed by: Garrett Kuramoto, Superintendent of Libraries
Reviewed by: Michelle Perera, Director, Library and Recreation Services
Reviewed by: Tim Kirby, Director, Department of Finance
Reviewed by: Jaqui Guzmán, Deputy City Manager
Approved by: Kent Steffens, City Manager

City of Sunnyvale
2024 Proposed Study Issues and Budget Proposals

OFFICE OF THE CITY ATTORNEY

NO STUDY ISSUES PROPOSED

City of Sunnyvale
2024 Proposed Study Issues and Budget Proposals

FINANCE DEPARTMENT

NO STUDY ISSUES PROPOSED

City of Sunnyvale
2024 Proposed Study Issues and Budget Proposals

DEPARTMENT OF HUMAN
RESOURCES

NO STUDY ISSUES PROPOSED



**2024 Study Issues Workshop
Status Report: Continuing and Completed Study Issues
Information Technology**

ITD

Continuing Study Issues

Number	Study Issue and Status
ITD 20-01	Establish a Formal Smart Cities Initiative and Potential Program <i>Finalizing the report with the vendor to present to Council in April 2024.</i>
ITD 23-01	Access Sunnyvale Customer Relationship Management System Upgrade to include access designed for Mobile Apps <i>Issued RFQL for a consultant to conduct focus groups and define requirements along with conducting market research to provide a cost proposal and options.</i>
ITD 23-02	Evaluate the Development of a Single Mobile Application (Sunnyvale App) for All of the Functions of the Current City of Sunnyvale Mobile Applications <i>Issued RFQL for a consultant to define requirements along with conducting market research to provide a cost proposal and options.</i>

Completed Study Issues

Number	Study Issue	Date Completed
	N/A	

City of Sunnyvale
2024 Proposed Study Issues and Budget Proposals

INFORMATION TECHNOLOGY
DEPARTMENT

NO STUDY ISSUES PROPOSED

City of Sunnyvale
2024 Proposed Study Issues and Budget Proposals

NOVA

NO STUDY ISSUES PROPOSED

Study Issues/Budget Proposals Workshop
 Summary Worksheet: Budget Proposals for Council Consideration

Version: 1/17/2024

#	Title Staff Recommendation	Total Cost of Proposal	Funding Source	Council Actions		
				Refer*	Defer*	Drop*
2024-01	Hire an Active Transportation Planner Staff Recommendation: Refer	\$ 219,525	General Fund			
2024-02	Purchase and Install Fixed Automatic License Plate Reader (ALPR) Devices to Enhance Public Safety and Assist the Department of Public Safety with Criminal Investigations Staff Recommendation: Refer	\$ 154,150	General Fund			

*Council Actions: **Refer** for consideration in Recommended Budget; **Defer** consideration to next year; **Drop** budget proposal



City of Sunnyvale

Agenda Item

24-0004

Agenda Date: 2/15/2024

Budget Proposal Summary Form

NUMBER

2024-01

TITLE Hire an Active Transportation Planner

BACKGROUND

Lead Department: Department of Public Works

Sponsor:

Board/Commission: Bicycle and Pedestrian Advisory Commission

SCOPE OF ISSUE

What are the key elements of the proposal? What precipitated it?

The City does not have the current bandwidth of staffing resources to apply for as many Active Transportation (AT) grants necessary for large capital projects or track the progress of the plan implementation as desired by the Bicycle Pedestrian Advisory Commission. The Transportation and General Fund Grant Matching Capital Improvement Project (CIP) (836340) provides funding to serve as local matching funds when grants are received. This CIP also provides some funds for consultant time to provide grant writing assistance. The existing CIP does not provide funding for City staff time which is budgeted separately in the City's operating budget.

To augment resources for AT projects, a permanent, full-time Active Transportation Planner is proposed. The AT Planner's role could be to:

- Review and approve design documents of city transportation projects to ascertain they meet standards of National Association of City Transportation Officials and other similar agencies
- Identify AT needs, including soliciting input from the community
- Ensure that AT infrastructure and programs serve the City in an equitable manner
- Prioritize and plan AT capital projects and ensure timely implementation
- Track and report progress of AT capital projects including those in the Active Transportation Plan (ATP) and Vision Zero Plan (VZP)
- Apply for AT grant funding
- Conduct AT encouragement programs
- Partner with the city's Safe Routes to School Program
- Collaborate with community groups and businesses to support AT
- Provide input to Department of Public Safety about safety issues that need improved enforcement

The budget proposal would provide funding for a permanent, full-time AT Planner. If approved, the

position would help the City achieve its AT goals.

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

While Sunnyvale has made significant progress toward AT after adoption of the VZP in 2019 and the ATP in 2020, it lacks the resources to implement the plans within each plan's optimal timeline. The population of Sunnyvale continues to grow (Moffett Park Specific Plan will add about 16,000 to 20,000 more housing units), creating more potential conflicts between motorists, bicycles and pedestrians over time.

Is the budget proposal a: Operating

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

The ATP identifies a number of recommendations and actions under each section for implementation. Dedicated staffing resources would coordinate and lead these actions with a goal to accelerate the overall implementation of the ATP. Dedicated staffing could also manage and coordinate applications for grant funding to help pay for the overall implementation of the ATP.

FISCAL IMPACT

Projected cost (list rough annual cost of budget proposal):

Operating Issue (Annual Operating Costs, ongoing)	\$ 219,525
Capital/Project (Project Cost, one-time)	\$ 0
Total (Associated Annual Operating Costs)	\$ 219,525

Recommended funding source:

General Fund

Please describe recommended funding source:

Funding would be provided from the General Fund.

STAFF RECOMMENDATION

Position: Refer budget proposal for consideration in Recommended Budget.

Explanation: Based on the proposed responsibilities and duties, the new position would best be filled by a Transportation/Traffic Engineer with budgeted annual FTE costs of \$189,525 and an additional \$30,000 annually anticipated in non-personnel costs (e.g., technology, training and office supplies). The twenty-year cost is estimated at \$5,488,125. The needs for the new position are for technical experience and knowledge to perform engineering review of plans and specifications for project implementation.

Currently, the responsibilities under consideration for the proposed position of Active Transportation Planner are being performed by existing Transportation and Traffic Division staff across varying position levels. The creation of a new position would allow additional time and resources for the division to perform their current tasks as well as create a position responsible for tracking active transportation efforts in the City.

A proposed Active Transportation Planner will not likely significantly increase the delivery of active

transportation projects as the proposed Active Transportation Planner will not take on enough responsibilities at an engineering level to complete and deliver projects. The duties as originally proposed encompass duties and responsibilities of midlevel and upper managers which will not increase capacity and bandwidth at the appropriate levels needed. The delivery of projects occurs within multiple divisions and departments in the City. A typical transportation improvement project requires staffing resources to plan, oversee design, manage and inspect construction, as well as procurement and bidding support at several stages of the project. A single position would not accomplish many of the desired tasks within the scope of the proposal. Accelerating delivery of ATP projects would also require an increase in the City's capital projects budget to fund the design and construction of the additional projects.

Staff recommends that a Transportation/Traffic Engineer is more adequately suited to help create some capacity for delivery of ATP projects, as well as the inclusion of the tracking and delivery of ATP and VZP projects. Because multiple divisions and departments are involved in project delivery, a more holistic review of needs and constraints would be necessary to create additional capacity for significant increases in the delivery of active transportation projects.

Prepared by: Angela Wong, Transportation Engineer
Reviewed by: Chip Taylor, Director, Department of Public Works
Reviewed by: Tim Kirby, Director, Finance Department
Approved by: Kent Steffens, City Manager



City of Sunnyvale

Agenda Item

24-0194

Agenda Date: 2/15/2024

Budget Proposal Summary Form

NUMBER

2024-02

TITLE Purchase and Install Fixed Automatic License Plate Reader (ALPR) Devices to Enhance Public Safety and Assist the Department of Public Safety with Criminal Investigations

BACKGROUND

Lead Department: Department of Public Safety

Sponsor: City Manager

SCOPE OF ISSUE

What are the key elements of the proposal? What precipitated it?

Automatic License Plate Readers (ALPRs) are a tool used by law enforcement to solve crimes and recover stolen vehicles. ALPR cameras capture computer-readable images of license plates. They can be installed in vehicles (mobile ALPRs) or attached to fixed objects, like traffic lights (fixed ALPRs).

Information captured by ALPRs can be used to determine if a vehicle was at the scene of a crime and identify vehicles associated with a crime. Information from ALPR cameras can be shared between law enforcement agencies. Cameras can be integrated with information from national crime databases to provide real-time alerts when a vehicle associated with a known suspect, or a stolen vehicle, passes the camera.

The Department of Public Safety (DPS) evaluated data related to crime and traffic patterns to identify strategic locations for ALPRs. DPS proposes that the City of Sunnyvale install twenty (20) ALPR cameras at fixed locations in the city as part of its ongoing effort to reduce retail theft, residential burglaries and the growing number of auto thefts and auto break-ins in the city. Use of ALPR-collected data will also enhance DPS' ability to locate and capture suspects of violent crimes and other criminal offenses.

The cities of Santa Clara, Milpitas, Morgan Hill, Palo Alto, Campbell, Los Altos and San Jose, and the Santa Clara County Sheriff's Office have invested in ALPR systems. DPS will identify and acquire an ALPR system that will facilitate the seamless exchange and transfer of information between agencies to allow DPS to track vehicles that leave Sunnyvale and enter neighboring jurisdictions.

DPS conducted community outreach meetings that were well attended, including attendees from all of the Sunnyvale Neighborhood Associations. DPS presented information about the intended use of fixed ALPR cameras and answered community member questions. The response from the

community has been positive. Data collected by ALPR cameras is secure. No personal identifying information will be stored or accessible to third parties. In addition, there is no facial recognition component associated with this technology.

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

Existing DPS policy supports the implementation of fixed ALPR cameras to identify and track suspects and locate stolen vehicles (DPS Lexipol Policy 431: Automated License Plate Readers).

Reduction of retail theft, residential burglary, and auto theft aligns with General Plan Goal SN-3, Safe and Secure City (Ensure a safe and secure environment for people and property in the community by providing effective public safety response and prevention and education services.) Increased enforcement in these areas will also have a positive impact on the DPS relationship in the community (Goal SN-4, Increasing Public Confidence in Police Services).

In addition, the fixed APLR program supports the following General Plan policies: Policy SN-3.1 Provide rapid and timely response to all emergencies; Policy SN-3.2 Control conduct recognized as threatening to life and property; Policy SN-3.3 Provide investigative services directed toward successful prosecution and conviction of criminal offenders; and Policy SN-3.4 Reduce crime and fear by strengthening the police/ community partnership.

Is the budget proposal: Project (One Time) and Operating.

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

By using a fixed ALPR camera system, DPS will increase its level of response and expand the search area for suspects engaged in crime to include those who flee into other cities. ALPR data can be used as evidence to prosecute suspects, and use of digital tracking will free up sworn personnel, who otherwise would be engaged in searches, to address other public safety emergencies. In terms of performance indicators, it is possible that the deterrent effect of ALPR cameras may be reflected in a long-term decrease in property crimes.

FISCAL IMPACT

Projected cost (list rough annual cost of budget proposal):

ALPR Services, Year 1 (includes one-time setup)	\$ 84,150
ALPR Services, Ongoing	\$ 70,000
Total (Two-Year Cost)	\$ 154,150

The proposed ALPR system is a subscription model with no infrastructure requirements. The City would pay an annual subscription fee and would own the secure data collected. Data would be stored in the existing system (evidence.com). There would be no additional costs to the City beyond the cost of the annual agreement.

The annual subscription cost is estimated at \$70,000 and \$1,750,000 over twenty years.

Recommended funding source:

Other

Please describe recommended funding source:

General Fund

STAFF RECOMMENDATION

Position: Refer budget proposal for consideration in Recommended Budget.

Explanation: ALPR cameras are widely used countywide and other cities report that they are effective in enhancing the effort to deter and solve retail theft, residential burglaries and the growing number of auto thefts and auto break-ins. Use of ALPR data will also enhance the department's ability to locate and capture suspects of violent crimes and other criminal offenses. This initiative has community support and will create efficiencies in operational activities and the use of other department resources.

Reviewed by: Chief Phan S. Ngo, Director, Department of Public Safety

Reviewed by: Tim Kirby, Director, Finance Department

Approved by: Kent Steffens, City Manager

Policy 7.1.7 Budget Proposal 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 a Budget Proposal.

It is the purpose of this policy to identify those aspects of the City's Budget Proposal 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 Proposals or supplements that may be included in the context of the recommended budget to Council. Those aspects of the City's Budget Proposal 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 Proposal Sponsorship

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

2. Selection of Budget Proposals

Any Council-proposed budget addition of a one-time or ongoing expenditure is subject to the Budget Proposal 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 Proposals

- A. New Council-proposed Budget Proposals are due to the City Manager no later than three weeks in advance of the annual Study Issues/Budget Proposals 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.

4. Drop or Deferral of Proposals

- A. At the Study Issues/Budget Proposals Workshop, Council shall drop, or refer to the subsequent budget workshop each proposed Budget Proposal. Any Proposal 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 Proposal referred to the budget shall be brought back as a budget supplement for Council's consideration during the subsequent budget workshop, whether or not the City Manager includes the Proposal in his/her recommended budget.

COUNCIL POLICY MANUAL

Lead Department: Finance

(Adopted: RTC 014-0568 (9/30/14); Revised by RTC 21-0985 (10/26/21))



City of Sunnyvale

Agenda Item

24-0101

Agenda Date: 1/23/2024

REPORT TO COUNCIL

SUBJECT

Annual Public Hearing-Discussion of Potential Council Study Issues and Budget Proposals for Calendar Year 2024

BACKGROUND

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 proposal represents a new City service or a change in the level of an existing City service (including possible service reduction or elimination). The annual study issues and budget proposals process provides a structured approach for identifying, prioritizing, and analyzing policy issues important to the community, and evaluating potential changes to City services. It provides a method for allocating limited time and resources to address the highest priorities among the large number of issues that are raised each year.

Study issues and budget proposals may be proposed year-round by Council, boards and commissions, the City Manager, or the public with support from Council. Staff prepares brief papers on study issues and budget proposals to summarize the issue and any potential fiscal impacts. These provide information Council will use to determine whether to further explore each issue. Study issue papers are shared with boards and commissions prior to Council's annual workshop. They review and rank proposed study issues related to their scope of work; these rankings are forwarded to Council for consideration.

During an annual workshop, scheduled for February 15 this year, Council reviews and ranks study issues to advance during the year ahead and identifies budget proposals to be forwarded to the City Manager for consideration in the upcoming budget (FY 2024/25).

The annual public hearing on study issues and budget proposals occurs prior to the annual workshop. It provides the opportunity for members of the public to comment on proposed study issues or budget proposals, and/or to suggest potential new issues or proposals. The public may provide further testimony regarding study issues and budget proposals during the February 15, 2024 annual Study Issues and Budget Proposal Workshop.

To help guide decision making, staff recommends that Council continue to focus on prioritizing study issues and budget proposals that align with existing policy priorities. City Council will review operational priorities and adopted policy priorities during their Strategic Workshop on January 25, 2024. The following is the list of policy priorities established by Council during the 2023 Strategic Workshop:

1. Civic Center Modernization
2. Ability of Infrastructure to Support Development and Traffic
3. Accelerating Climate Action, the Active Transportation Plan and Vision Zero Plan
4. Support the Unhoused Community
5. Downtown Sunnyvale
6. Equity, Access and Inclusion

Council may update the priorities listed above at its January 25, 2024 Strategic Workshop meeting.

EXISTING POLICY

Council Policy 7.3.26 Study Issues Process

Council Policy 7.1.7 Budget Proposal Process

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 proposal papers proposed to date; materials can be viewed on the City's Website under Study Issues and Budget Proposals (Attachment 1), at the Sunnyvale Public Library, or at the City Clerk's office.

Status of Current Study Issues and Budget Proposals

The total new and continuing Study Issues in 2023 that were approved for advancement or continuing work was 27. Since the 2023 workshop, two of those 27 Study Issues have been completed. The 2024 Study Issues Work Plan includes a total of 25 study issues in progress.

As of December 2023, 34 study issues and two budget proposal are proposed for consideration at the 2024 Study Issues and Budget Proposals Workshop. Staff is recommending support positions for 23 studies based on their merit; it is not, however, an indication of staff capacity to conduct all of these studies.

Study Issues/Budget Proposals Public Hearing

The purpose of the hearing is to invite public comment on the relative importance of proposed issues and proposals, and for the public to have an opportunity to suggest new issues or proposals for Council's consideration. Issues and proposals introduced by the public must be sponsored by at least two Councilmembers to be considered at the Study Issues and Budget Proposals Workshop in February. 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 and proposals recommended by their board or commission.

Should new issues or budget proposals be added during this public hearing, those issue papers or proposals will be written and posted online prior to the February 15 workshop. The deadline for Council-initiated study issues or budget proposals is January 25 (3 weeks prior to the workshop

pursuant to Council Policy 7.3.26 *Study Issues Process*).

Study Issues and Budget Proposals Workshop and Next Steps

On February 15, 2024, Council will conduct a workshop dedicated to the review of all proposed study issues and budget proposals. Council will prioritize or rank study issues that are not dropped or deferred. Budget proposals receiving majority support from Council will be forwarded to the City Manager for consideration in the upcoming fiscal year's recommended budget.

Following the February Council workshop, 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 (and taking into consideration the existing study issues underway). The City Manager presents a report to Council indicating what can be pursued and outlining any associated resource needs for consideration in the budget process. On an ongoing, staff updates the Tentative Council Meeting Agenda Calendar, identifying when the results of staff's study of specific policy issues will be brought back to Council for action.

All budget proposals referred to the City Manager are returned for Council's consideration as 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 other budgetary needs and may or may not be 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 proposals, 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 if known. Any Council-prioritized study issues that require funding and are advanced by the City Manager are submitted as a budget supplement to be considered within the context of all new requests for funding in the FY 2024/25 Recommended Budget. This is consistent with past practice.

PUBLIC CONTACT

Public contact was made by posting the Council meeting agenda on the City's official-notice bulletin board at City Hall, at the Sunnyvale Public Library and in the Department of Public Safety Lobby. In addition, the agenda and this report are available at the NOVA Workforce Services reception desk located on the first floor of City Hall at 456 W. Olive Avenue (during normal business hours), and on the City's website. Staff also completed outreach to boards and commissions regarding this public hearing item.

The public hearing is open to the public and public testimony regarding study issues and budget proposals will be heard by Council. The February 15 workshop is open to the public and will be televised live and rebroadcast on KSUN, Channel 15. Public testimony will be provided at the

beginning of the workshop.

STAFF RECOMMENDATION

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

Prepared by: Michelle Zahraie, Senior Management Analyst

Reviewed by: Sarah Johnson-Rios, Assistant City Manager

Approved by: Kent Steffens, City Manager

ATTACHMENTS

1. Proposed 2024 Study Issue Papers and Budget Proposals



RTC #: 24-0101

Document Title: Proposed 2024 Study Issue Papers and Budget Proposals

Link: <https://www.sunnyvale.ca.gov/your-government/governance/city-council/study-issues-and-budget-proposals/proposed-study-issues-and-budget-proposals>

Policy 7.3.26 Study Issues Process

POLICY PURPOSE:

One of Council's primary roles is to establish City policy. It does so by creating new policies and revising/deleting old policies by majority vote. Council's time is limited, however, as is the number of policies it is able to consider in any given year. The study issues process provides a method for identifying, prioritizing and analyzing policy issues in an efficient and effective way. It provides a structured approach for addressing the large number of policy issues that are raised and considered by Council for study each year.

It is the purpose of this policy to identify those aspects of the City's Study Issue process for which Council has established required standards. Those aspects of the City's Study Issue 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. Study Issue Sponsorship

A Council sponsored study issue must receive the support of at least two councilmembers in order for staff to prepare a study issue paper, and for the issue to be considered at the Council Study Issues Workshop.

2. Selection of Issues for Study

Any substantive policy change (large or relatively small) is subject to the study issues process (i.e. evaluated for ranking at the Council Study Issues Workshop).

Policy related issues include such items as proposed ordinances, new or expanded service delivery programs, changes to existing Council policy, and/or amendments to the General Plan. Exceptions to this approach include emergency issues, and urgent policy issues that must be completed in the short term to avoid serious negative consequences to the City, subject to a majority vote of Council.

3. Deadlines for Councilmember-Proposed Study Issues

- A.** New Council-proposed study issue topics are due to the city manager no later than three weeks in advance of the annual study 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.** Any Council-generated study issues proposed later than three weeks in advance of the annual workshop, with the exception of those sponsored under A. above, shall be considered in the next year's study issues process.

4. Drop or Deferral of Issues

- A. At the Study Issues Workshop, Council shall drop, defer, or rank in priority order each proposed study issue. Any issue that is dropped by a majority vote of Council will not be eligible for consideration at the next year's Workshop unless sponsored by a majority of the Council. Any issue that is deferred shall automatically be returned for Council's consideration the following year.

5. Sub-Element Revisions

Unless adjusted by a majority of Council, Sub-Elements of the City's General Plan shall be revised according to the schedule of revisions depicted in the Council-approved Capital Improvement Project Plan included in the City's ten year budget. As each sub-element is reviewed and updated, pending policy issues are addressed, resulting in fewer policy-related study issues being generated and proposed for Council consideration each year. Sub-element revisions shall not be ranked by Council during the study issues ranking process.

6. Ranking Method

Council shall vote utilizing a combination of *Forced Ranking* (for departments with ten or fewer issues to rank) and *Choice Ranking* (for departments with eleven or more issues to rank) for ranking study issues at the annual workshop. Specifically,

- **Forced Ranking** (for ranking ten or fewer issues) – Councilmembers individually and simultaneously rank each issue that was not deferred or dropped. Ranking are from “1” to the total number of issues, with “1” representing the highest priority issue for study. Each number can be used only one (no ties) and each issue must receive a ranking.
- **Choice Ranking** (for ranking eleven or more issue) – The total number of items to be ranked (after deferring or dropping issues) is divided by three and each Councilmember is given the resulting number of votes (rounding up). For example, if there are twelve issues, each Councilmember will receive four votes. Councilmembers allocate their votes, one each, to their highest priority issues. Some issues will receive votes and others may not. A tally is made of votes received for each issue. Two-way ties between issues are resolved by quick hand votes of the Council. The final ranking is determined by the number of votes received.

This method shall also be utilized by boards/commissions when ranking study issues for Council consideration.

7. Number of Study Issues Conducted Each Year

Following Council's determination of study issue priorities, the city manager shall advise Council of staff's capacity for completing ranked issues. Council reserves the right to expand that capacity by increasing budgeted resources.

(Adopted: RTC #08-180 (June 24, 2008); Amended: RTC #08-344 (December 2, 2008); Amended: RTC #10-017 (January 26, 2010)

Lead Department: Office of the City Manager