



Sunnyvale

## Memorandum

**Date:** 2/13/2024  
**To:** Honorable Mayor and Members of the City Council  
**From:** Kent Steffens, City Manager *Kent Steffens*  
**Subject:** Study Issues Supplemental Packet for February 15, 2024 Study Issues/Budget Proposals Workshop

### Overview

In this packet, you will find supplemental materials for the February 15 Study Issues/Budget Proposals Workshop. Staff recommends that these materials be incorporated into your Proposed 2024 Study Issues and Budget Proposals Binder. As some materials replace what is currently in your binder, please look carefully at the list below to guide you in which should be added or replaced. Included in this packet are the following:

Working Agenda – **insert** new

### Boards/Commissions (B/C) Rankings

- Rankings Sheet – **replace** current

### City Manager

- Ranking Sheet by Department - **insert** new
- Summary Worksheet: Study Issues Proposed for Council Consideration – **replace** current
- OCM 24-01: North Sunnyvale Quality-of-Life Improvement Master Plan - **insert** new
- OCM 24-02: Evaluate the City of Sunnyvale Study Issues Process - **insert** new

### Community Development

- Ranking Sheet by Department - **insert** new
- Summary Worksheet: Study Issues Proposed for Council Consideration – **replace** current
- CDD 24-06: Re-evaluate Nonresidential Sign Code Standards and Compliance with the First Amendment – **insert** new

### Public Works

- Ranking Sheet by Department - **insert** new
- Summary Worksheet: Study Issues Proposed for Council Consideration – **replace** current
- 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 - **insert** new
- 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 - **insert** new
- 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 - **insert** new
- DPW 24-09: Improving Pedestrian and Bicycle Safety Near Intersections and Crosswalks at Fremont High School and at Homestead High School and Other Innovative Traffic Improvements - **insert** new
- DPW 24-10: Evaluate a Red Curb Painting Request Process and Utilization of Volunteers to Paint Curbs - **insert** new
- DPW 24-11: Sunnyvale Gateway Program - **insert** new



## Memorandum

### Public Safety

- Ranking Sheet by Department - **insert** new
- Summary Worksheet: Study Issues Proposed for Council Consideration – **replace** current
- DPS 24-03: Evaluate Vehicle Abatement Program Service Delivery and Explore Ways to Improve Service - **insert** new
- DPS 24-04: Explore the Creation of a Special Needs Awareness Program - **insert** new

### Environmental Services

- Ranking Sheet by Department - **insert** new

### Library and Recreation Services

- Ranking Sheet by Department - **insert** new

### Budget Proposals

- Budget Proposals Summary Worksheet - **replace** current
- Budget Proposal 2024-03: Increase Staffing Levels to Support Year-Round Implementation of the Department of Public Safety Burglary Suppression Detail (BSD) - **insert** new
- Budget Proposal 2024-04: Increase Staffing Levels for the Department of Public Safety Traffic Safety Unit - **insert** new
- Budget Proposal 2024-05: Increase the Service Level Pertaining to City Legislative and Funding Advocacy - **insert** new
- Budget Proposal 2024-06: Curb Painting Program - **insert** new

With the change in the materials above, the Council will have 40 proposed study issues for consideration – in addition to the 25 issues that remain underway from previous years. The newly proposed and continuing Study Issues are across seven (7) departments as noted in the following tables.

### Summary Tables

Citywide Study Issues	
Continuing Study Issues	25
Proposed Study Issues	40
Support	32
Defer	3
Drop	5
Total Continuing and Proposed	65

	OCM	CDD	ESD	ITD	LRS	DPW	DPS
Continuing Study Issues	2	7	3	3	1	9	0
Proposed Study Issues	3	11	2	0	2	18	4
Support	2	11	2	0	2	11	4
Defer	1	0	0	0	0	2	0
Drop	0	0	0	0	0	5	0
Total Continuing and Proposed	5	18	5	3	3	27	4



Sunnyvale

# Final Working Agenda

Study Issues/Budget Proposals Workshop – February 15, 2024

Call to Order	8:30 AM
Roll Call	
Public Comment (30 minutes)	8:35 AM – 9:05 AM
Timeframe can be extended at the Mayor's discretion	
Introduction by the City Manager (10 minutes)	9:05 AM – 9:15 AM
Fiscal Outlook Presentation – Tim Kirby (60 minutes)	9:15 AM – 10:15 AM
Includes time for questions	
<b>Recess (10 min)</b>	<b>10:15-10:25</b>
Overview of the Study Issues/Budget Proposals Process – Michelle Z (5 minutes)	10:25 AM – 10:30 AM
Review, Discussion and Priority Setting: Study Issues/Budget Proposals	10:30 AM – 4:25 PM
OCM (20 minutes) 3 SIPs	10:30-10:50
CDD (60 minutes) 11 SIPs	10:50-11:50
<b>Lunch recess (45 min)</b>	<b>11:50-12:35</b>
DPW (75 minutes) 18 SIPs	12:35-1:50
	Time buffer-15 min
<b>Recess (10 min)</b>	<b>2:05-2:15</b>
DPS (30 minutes) 4 SIPs	2:15-2:45
ESD (20 minutes) 2 SIPs	2:45-3:05
LRS (20 minutes) 2 SIPs	3:05-3:25
Budget Proposals (45 minutes) 6 BPs	3:25-4:10
	Time buffer-15 min
Availability of Ranking/Next Steps (5 minutes) – Michelle Z.	4:25 – 4:30 PM
Closing Remarks - City Manager and Mayor (10 minutes)	4:30 – 4:40 PM
Adjournment	4:40 PM

## 2024 Study Issues Workshop Boards and Commissions Rankings

Version: 2/8/2024

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 Underground 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: 2/8/2024

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: 2/8/2024

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

Number	Title
CDD 24-06	Re-evaluate Nonresidential Sign Code Standards and Compliance with the First Amendment
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 at Homestead High School and Other Innovative Traffic Improvements
OCM 24-01	North Sunnyvale Quality of Life Improvement Master Plan
OCM 24-02	Evaluate the City of Sunnyvale Study Issues Process



2024 Study Issues Workshop  
Boards and Commissions Rankings

Version: 2/8/2024

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							

Drop	Defer	Combine with Number	Rank	Number	Title	Dept. Rank
				OCM 21-04	Establishing Local Rules for City Council Campaign Contributions That Would Differ from the Requirements of AB 571	2
				OCM 24-01	North Sunnyvale Quality of Life Improvement Master Plan	Defer
				OCM 24-02	Evaluate the City of Sunnyvale Study Issues Process	1



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

Version: 2/2/2024

#	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	2
OCM 24-01	North Sunnyvale Quality of Life Improvement Master Plan	Major	\$ 250,000	Unknown	Too Late to Rank	Defer
OCM 24-02	Evaluate the City of Sunnyvale Study Issues Process	Moderate	\$ 75,000	Unknown	Too Late to Rank	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

---

**24-0294**

**Agenda Date: 2/15/2024**

---

### 2024 COUNCIL STUDY ISSUE

#### **NUMBER**

OCM 24-01

**TITLE** North Sunnyvale Quality-of-Life Improvement Master Plan

#### **BACKGROUND**

**Lead Department:**

Office of the City Manager

**Support Departments:**

Office of the City Attorney

Department of Public Works

Community Development Department

Library and Recreation Services

Department of Public Safety

Finance Department

Environmental Services Department

NOVA Workforce Services

**Sponsor(s):**

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

**History:**

1 year ago: N/A

2 years ago: N/A

#### **SCOPE OF THE STUDY**

##### **What precipitated this study?**

At the January 25 Council Strategic Planning Workshop, Councilmember Din proposed a study issue to create a north Sunnyvale quality of life improvement master plan. The study would include an assessment of historical inequities in north Sunnyvale compared to other areas of the City. The Master Plan would propose quality of life improvements with specific metrics.

##### **What are the key elements of the study?**

This Study would require defining "North Sunnyvale" as a geographic area. Staff would then examine disparities between "North Sunnyvale" and other areas of the City. Elements of the Study would be based on various socio-economic, demographic, and spatial factors. These factors would focus primarily on conditions that play a significant role in influencing a person's quality of life.

Council would need to provide direction on the scope of the Study. There are some areas that are under the City's direct purview. Other quality of life factors would need to be addressed through external regional partners such as the County, educational institutions, business community, transportation agencies, and others. Implementing a wide-reaching quality-of-life master plan would be a resource-intensive, multi-year or ongoing effort. Success would depend, in part, on actions by external partners. Study elements could include:

- **Public Safety:** Ensuring the safety and security of residents through effective law enforcement, emergency response, crime prevention strategies, and community policing efforts.
- **Public Infrastructure and Utilities:** Evaluate the availability of essential infrastructure, utilities and broadband.
- **Housing:** Assess access to affordable, safe, and diverse housing options for residents, including strategies for addressing homelessness, promoting affordable housing, and improving housing conditions.
- **Employment Opportunities:** Fostering a vibrant economy with diverse job opportunities, entrepreneurship support, workforce development programs, and initiatives to attract and retain businesses.
- **Recreation and Leisure:** Providing access to parks, green spaces, recreational facilities, cultural amenities, social networks, and community events that promote physical activity, social interaction, creativity, and cultural enrichment.
- **Environmental Sustainability:** Evaluating policies and practices to protect natural resources, reduce pollution, mitigate climate change impacts, and promote sustainable development practices.
- **Transportation:** Developing and/or advocating for efficient, sustainable, and accessible transportation systems that offer multiple modes of travel (e.g., public transit, walking, biking, carpooling) to reduce congestion, improve air quality, and enhance safety and connectivity.
- **Education:** Supporting high-quality educational opportunities at all levels and promoting lifelong learning through Library and Recreation and relationships with educational partners.
- **Health and Nutrition:** Supporting improved access to healthcare services and facilities, wellness programs, and nutritious food and food security, including partnership initiatives to address health disparities and improve health outcomes.
- **Social Services and Support:** Assess access to social service networks, including access to childcare, eldercare, mental health services, substance abuse treatment, and support for vulnerable populations such as low-income families, immigrants, and people with disabilities.
- **Civic Engagement and Governance:** Promoting civic participation, transparency, accountability, and collaboration to facilitate inclusive and equitable decision-making.

The Study would require extensive data analysis using existing quantitative data as well as qualitative research methods that engage residents. Census block data can help identify patterns and disparities within a community. The City also has administrative data that can support a geospatial

analysis of resources. Staff would work with a consultant to complete the data analysis, facilitate community engagement, and develop a Master Plan.

A related effort is underway. As part of Council's Equity, Access, and Inclusion priority area, staff has drafted a request for proposals for a community needs assessment. This assessment will highlight current disparities and resource needs of Sunnyvale's historically marginalized groups. The results of this Study could inform the analysis of geographic disparities.

Based on these findings, a quality-of-life master plan would establish goals aimed at enhancing the well-being, prosperity, and overall access to opportunities and resources for residents in "North Sunnyvale." The master plan would also make recommendations to help the City achieve goals and develop metrics to track progress. The project would use an equity, access, and inclusion lens in all aspects of planning and decision-making. Goals and recommendations would be developed with North Sunnyvale residents most impacted by disparities identified in the Study.

**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:	\$250,000
Funding Source:	Will seek budget supplement - General Fund

The Study would require a major staff time commitment from the Office of the City Manager to scope the study, conduct a request for proposals, manage a consultant contract, engage the community and present findings, goals and recommendations to Council. Cost to complete the study would be dependent on the scope of quality-of-life items that Council wishes to include, and the level of community engagement desired. A broadly scoped study may exceed this initial cost estimate, while a more narrowly defined scope could cost less than this Study cost estimate. Further, if Council would like quality-of-life data metrics to be tracked on an ongoing basis, there would be a cost associated with that effort.

#### **Cost to Implement Study Results**

Unknown. Implementing a Quality-of-Life Master Plan would depend on the action items identified. To the extent that they include infrastructure investments, items controlled by external partners, or other high-cost items, implementation could take many years and be quite costly. The study would include an 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: Human Relations Commission

### **STAFF RECOMMENDATION**

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

A community needs assessment is underway. This assessment will assess existing disparities and unmet resource needs of Sunnyvale's historically marginalized groups. There is likely a correlation between our historically marginalized groups and geographic disparities experienced by residents in north Sunnyvale. Staff recommends waiting for the results of the community needs assessment to inform the development of a quality-of-life master plan. Alternatively, the two study issues could be combined for a more robust study and master plan.

Prepared by: Jaqui Guzmán, Deputy City Manager

Reviewed by: Sarah Johnson-Rios, Assistant City Manager

Approved by: Kent Steffens, City Manager



# City of Sunnyvale

## Agenda Item

---

**24-0287**

**Agenda Date: 2/15/2024**

---

### **2024 COUNCIL STUDY ISSUE**

#### **NUMBER**

OCM 24-02

**TITLE** Evaluate the City of Sunnyvale Study Issues Process

#### **BACKGROUND**

**Lead Department:** Office of the City Manager

**Support Departments:** N/A

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

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

#### **SCOPE OF THE STUDY**

##### **What precipitated this study?**

The City's study issue process provides a method for identifying, prioritizing, and analyzing policy issues important to the community. It provides a structured approach for addressing the large number of issues that are raised each year, allowing Council to rank the issues, and set priorities within the limits of time and resources. It also allows staff to balance the work required to thoroughly study an issue such as a new program or policy with the work required to continue delivering high quality ongoing City services. According to the current Study Issues Process policy (7.3.26), any substantive policy change (large or relatively small) is subject to the study issues process. 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

At the January 25, 2024 Council Strategic Workshop, Councilmember Mehlinger sponsored a study issue related to improving innovation and agility in the City's study issue process.

##### **What are the key elements of the study?**

This Study would evaluate the current Study Issues Process for improved efficiencies.

Additionally, the Study may include:

- Identifying potential changes to the Study Issues Process policy, including changes in sponsorship, selection, deadlines, and ranking method.
- Identifying potential changes in staffing levels to support a defined process.
- Identifying potential system changes to track a Study.
- Identifying strengths and weakness in the current process.
- Developing criteria for a Study, triggers that would determine when a Study is required.
- Identifying alternative processes for when a Study is not required.

**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

A consultant who specializes in process improvement and design-based innovation would be hired to assist staff in completing the study and facilitate appropriate engagement in the process.

**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: Arts Commission, Bicycle and Pedestrian Advisory Commission, Board of Library Trustees, Heritage Preservation Commission, Housing and Human Services Commission, Human Relations Commission, Parks and Recreation Commission, Planning Commission and Sustainability Commission.

**STAFF RECOMMENDATION**

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

The Study will assist the City in determining whether the current Study Issues Process is an efficient and effective way for identifying, prioritizing, and analyzing policy issues, and where improvements may be warranted.

Prepared by: Michelle Zahraie, Senior Management Analyst

Reviewed by: Sarah Johnson-Rios, Assistant City Manager

Approved by: Kent Steffens, City Manager

Drop	Defer	Combine with Number	Rank	Number	Title	Dept. Rank
				CDD 18-02	Update and Review of the Heritage Resource Inventory	9
				CDD 19-06	Programs to Encourage Visitation to Heritage and Landmark Resources	10
				CDD 22-05	Consider Modifications to the Sunnyvale Municipal Code Related to Undergrounding Utilities	4
				CDD 23-02	Consider General Land Plan Use Designation Amendments and Rezoning for 22 Legal Non-Conforming Single- and Two-Family Dwellings	2
				CDD 23-04	Explore Expanding Sunnyvale Municipal Code 19.52 (Art in Private Development) to Include a Public Art Requirements for High Density Residential Developments (Including Affordable Housing)	11
				CDD 24-01	Determine Cost and Feasibility of Requiring Structural Retrofitting of Existing Seismically-Vulnerable Buildings within a Specific Time Frame	1
				CDD 24-02	Explore the Creation of a Dark Sky Ordinance for all Private Property	6
				CDD 24-03	Establishment of a Sanctioned Encampment for Unhoused Individuals in Sunnyvale	3
				CDD 24-04	Peery Park Specific Plan Amendment (area east of Mathilda Avenue)	8
				CDD 24-05	Review and Evaluate Appeals Fees and Process	5
				CDD 24-06	Re-evaluate Nonresidential Sign Code Standards and Compliance with the First Amendment	7



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

Version: 2/2/2024

#	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	9
CDD 19-06	Programs to Encourage Visitation to Heritage and Landmark Resources	Minor	\$ -	Unknown	HPC - 2	10
CDD 22-05	Consider Modifications to the Sunnyvale Municipal Code Related to Underground 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	11
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	8
CDD 24-05	Review and Evaluate Appeals Fees and Process	Moderate	\$ 20,000	Unknown	PC - 4	5
CDD 24-06	Re-evaluate Nonresidential Sign Code Standards and Compliance with the First Amendment	Major	\$ 75,000	Minimal or no cost	Too Late to Rank	7

\*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

---

24-0277

Agenda Date: 2/15/2024

---

### 2024 COUNCIL STUDY ISSUE

#### **NUMBER**

CDD 24-06

**TITLE** Re-evaluate Nonresidential Sign Code Standards and Compliance with the First Amendment

#### **BACKGROUND**

**Lead Department:** Community Development

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

Office of the City Attorney

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

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

#### **SCOPE OF THE STUDY**

##### **What precipitated this Study?**

The City Council sponsored this study issue at the January 23, 2024 annual public hearing for Study Issues and Budget Proposals. The Council noted that the Sign Code has not been evaluated for several years, may be overly prescriptive, and may not meet the needs of businesses. The proposal also includes evaluating the use of digital signage and ensuring that the Sign Code is consistent with current U.S. Supreme Court case law including *Reed v. Town of Gilbert*, 576 U.S. 155 (2015) which was decided after the City's sign code was last updated in 2013 and 2014.

##### **What are the key elements of the Study?**

This Study Issue would examine the City's current Sign Code (Sunnyvale Municipal Code Chapter 19.44), as it relates to the recent Supreme Court case noted above, as well as re-evaluating nonresidential signage standards for business-friendly qualities. The study would look at the current regulations for signs and evaluate if they are based on content and if there are potential constitutional issues. The Sign Code was comprehensively updated in 2013. The 2013 update (RTC 13-149) was a Study Issue requested by Council to assist smaller businesses in shopping centers to have effective identity from the street, and to better organize and simplify the existing sign code. To address these concerns, as well as other issues that had arisen in the past regarding the City's sign standards, staff undertook a comprehensive revision of the sign code. From the 2013 Report to Council: "The revised sign code balances two key goals: maintaining Sunnyvale's attractive community character by avoiding excessive commercial signage; and, adjusting and simplifying certain sign standards to allow more opportunities for businesses to effectively identify themselves." The City Attorney retained outside counsel to assist in evaluating content provisions and First Amendment rights.

The 2014 update (RTC 14-0709) was staff-initiated to clarify and amend portions of the 2013 sign code that were problematic and to add a section for signs on public property.

The work program for this new Study Issue would include:

- Evaluation of the current Sign Code as it relates to content restrictions;
- Identify other areas of concern, if they exist;
- Propose alternatives to address any potential issues;
- Community outreach; and
- Public hearings

**Estimated years to complete study:** 1.5 years

### **FISCAL IMPACT**

#### **Cost to Conduct Study**

Level of staff effort required (opportunity cost):	Major
Funding Required for Non-Budgeted Costs:	\$75,000
Funding Source:	Will seek budget supplement

Project funding is required to supplement legal analysis for the project and any for consultant services that may be needed for graphics.

#### **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: Yes

Reviewed by Boards/Commissions: Planning Commission

### **STAFF RECOMMENDATION**

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

Prepared by: Shaunn Mendrin, Planning Officer

Reviewed by: George Schroeder, Principal Planner

Reviewed by: Trudi Ryan, Director, Community Development Department

Reviewed by: Connie Verceles, Deputy City Manager

Approved by: Kent Steffens, City Manager

Drop	Defer	Combine with Number	Rank	Number	Title	Dept. Rank
				DPW 20-03	Waste Reduction Initiative in Sunnyvale Parks	7
				DPW 20-11	Evaluate Feasibility of Dog Off-leash Hours in Select Sunnyvale Park(s)	9
				DPW 20-13	Lighting of Current and Future City Owned Dog Parks	8
				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	2
				DPW 23-05	Vision Zero Redesign of Borregas Ave	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	Defer
				DPW 23-08	Define Metrics that the City Will Use to Evaluate the City's Progress on Bicycle and Pedestrian Infrastructure for Future Reporting	Drop
				DPW 24-01	Evaluate Feasibility of an Art Crosswalks Program or Policy	3
				DPW 24-02	Complete Streets Redesign of Fair Oaks Ave	11
				DPW 24-03	Feasibility for City to Take Over Private Infrastructure That May be Dedicated to the City in the Moffett Park Specific Plan Area	10
				DPW 24-04	Evaluate Late Night Lights at Public Parks	1

Drop	Defer	Combine with Number	Rank	Number	Title	Dept. Rank
				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	Drop
				DPW 24-06	Explore the Feasibility of Planting 2,025 New Trees in Sunnyvale by the Year 2025	Drop
				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	Defer
				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	6
				DPW 24-09	Improving Pedestrian and Bicycle Safety Near Intersections and Crosswalks at Fremont High School and at Homestead High School and Other Innovative Traffic Improvements	Drop
				DPW 24-10	Evaluate a program to receive requests from residents for painting curbs red	4
				DPW 24-11	Sunnyvale Gateway Program	5

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

Version: 2/12/2024

#	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	7
DPW 20-11	Evaluate Feasibility of Dog Off-leash Hours in Select Sunnyvale Park(s)	Moderate	\$ 75,000	Unknown	PRC - 1	9
DPW 20-13	Lighting of Current and Future City Owned Dog Parks	Moderate	\$ 75,000	Unknown	N/A	8
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	2
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	3
DPW 24-02	Complete Streets Redesign of Fair Oaks Avenue	Major	\$ 700,000	Unknown	BPAC - 1	11
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	Major	\$ 125,000	New Policy or Framework	N/A	10
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
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	Moderate	\$ 100,000	Unknown	N/A	Defer
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	Moderate	\$ 100,000	Unknown	Too Late to Rank	6
DPW 24-09	Improving Pedestrian and Bicycle Safety Near Intersections and Crosswalks at Fremont High School and at Homestead High School and Other Innovative Traffic Improvements	Major	\$ 250,000	Unknown	Too Late to Rank	Drop
DPW 24-10	Evaluate a Red Curb Painting Request Process and Utilization of Volunteers to Paint Curbs	Moderate	\$ 75,000	Unknown	N/A	4
DPW 24-11	Sunnyvale Gateway Program	Moderate	\$ 200,000	Unknown	N/A	5

\*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

---

**24-0114**

**Agenda Date: 2/15/2024**

---

### 2024 COUNCIL STUDY ISSUE

#### **NUMBER**

DPW 24-03

**TITLE** 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

#### **BACKGROUND**

**Lead Department:**

Department of Public Works

**Support Departments:**

Office of the City Manager

Office of the City Attorney

Community Development Department

Environmental Services Department

Department of Finance

Department of Public Safety

**Sponsor(s):**

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

**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 create a policy/framework for the City to take over private infrastructure that may be dedicated to the City in the Moffett Park Specific Plan area, such as roads, water, sewer, and storm infrastructure, etc. This topic arose during consideration of the adoption of the Moffett Park Specific Plan by City Council on July 11, 2023.

##### **What are the key elements of the Study?**

The Study will develop a new Council policy framework that will outline the steps to be taken if the City receives an application requesting for the City to take over private infrastructure. This framework would outline the steps for City consideration of requested acceptance and could take shape in a form or checklist of materials needed to evaluate such an application request. Anticipated items could include:

- Feasibility analysis based on desktop and physical evaluation of the condition and estimated life remaining of the infrastructure.
- Physical evaluation of whether the improvements meet current City standards, and if not, what construction would be required to bring the improvements up to current standards.
- Fiscal impact report that would be prepared by a City consultant at the applicant's expense.

Items to be included within the fiscal impact report include: costs to bring improvements up to current standards, City's maintenance and operational costs, regulatory obligations which may be transferred to the City with the conversion of private infrastructure to public infrastructure and the additional long-term liabilities absorbing these facilities will have on the City's financial position. In particular, the implications of conversion of the storm drainage system and sewer system management plan for sewer system overflows would need to be carefully considered.

- Application processing fee to be levied by the City with the initial application intake.
- Flowchart and standard timeline for review of an application.
- Other items deemed prudent in the course of the Study.

Upon completion, staff would bring the results of the feasibility study to Council with a recommendation and/or conditions, if applicable. City Council would make the final determination as to whether to accept dedication, in whole or in part.

As part of new developments, the City routinely accepts new infrastructure dedications (e.g., sidewalks, streets, streetlights), but in those cases all of the components are designed and built to City standards and then inspected during construction. However, there is no such assurance that existing private infrastructure meets City standards. This would be reviewed in the feasibility analysis.

**Estimated years to complete study:** 1.5 years

#### **FISCAL IMPACT**

##### **Cost to Conduct Study**

Level of staff effort required (opportunity cost):	Major
Funding Required for Non-Budgeted Costs:	\$125,000
Funding Source:	Will seek budget supplement - General Fund

The costs associated with this Study will be for consultant services, which include review and coordination, review of similar policies in other jurisdictions, review of applicable Federal and State requirements, options to ensure that any needed improvements and upgrades are identified, and a clear process for evaluating the maintenance and operating costs.

##### **Cost to Implement Study Results**

A new policy/framework would be designed to be cost neutral to the City when applied to an offer to dedicate private infrastructure. Council Fiscal Policy, Enterprise Fund Policies 7.1I, Section I.1b.2 states, "New improvements or expanded capacity in any utility should be funded by those benefiting through specific charges, such as connection fees, impact fees, or mitigation fees."

#### **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.



With the adoption of the Moffett Park Specific Plan, applications are already being received in advance of completion of the Moffett Park Implementation Plan. Setting a framework/policy for the process to evaluate possible future requests such as these will be necessary.

Prepared by: Arnold Chu, Assistant City Engineer

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

Reviewed by: Trudi Ryan, Director, Community Development Department

Reviewed by: Ramana Chinnakotla, Director, Environmental Services Department

Reviewed by: Sarah Johnson-Rios, Assistant City Manager

Approved by: Kent Steffens, City Manager



# City of Sunnyvale

## Agenda Item

---

**24-0089**

**Agenda Date: 2/15/2024**

---

### 2024 COUNCIL STUDY ISSUE

#### **NUMBER**

DPW 24-07

**TITLE** Explore the Benefits and Costs of Project Labor Agreements (PLAs) to Establish the Terms and Conditions of Employment for Specific City Construction Projects

#### **BACKGROUND**

**Lead Department:** Public Works Department

**Support Departments:** Office of the City Manager  
Office of the City Attorney Finance Department

**Sponsor(s):** Councilmembers: Klein, Sell, Mehlinger, Din, Melton, 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 Council Meeting, Mayor Klein proposed this Study Issue as a result of conversations he had with other agencies and community groups. Several Councilmembers cosponsored this item with the intent of seeing if implementing Project Labor Agreements (PLAs) would gain efficiencies for the City's construction projects.

##### **What are the key elements of the Study?**

This Study would utilize a consultant to:

- Provide context around what a Project Labor Agreement is and how it might be used within the City of Sunnyvale, including general terms, conditions, requirements, and thresholds for usage.
- Gather information on other agencies' use with an emphasis on other nearby local agencies, and the common terms and conditions employed.
- Gather information on when a PLA is required, for example, when the federal funding involved is over \$35 million.
- Identify general requirements, implementation schedule relative to construction schedules, and any necessary enforcement.
- Determine pros and cons of utilizing a PLA specific to Sunnyvale.
- Determine costs to deploy PLAs.

Although PLAs first were utilized in the 1930's for federal government dam projects, they are not commonly used locally and are not currently utilized in the City of Sunnyvale for its construction projects. At one point, seven jurisdictions banned the use of PLAs within their communities. Notably,

in November 2023, San Diego overturned their ban on PLA's that was enacted in 2012.

PLAs have been a recent topic of discussion, with the federal government's Department of Labor strongly encouraging the use of PLA's, stating that these pre-hire agreements can benefit both contractors and owners by stipulating terms and conditions of the construction work. Common provisions include no strikeout/lockout, and local hire or disadvantaged business requirement thresholds.

**Estimated years to complete Study:** 1.5 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 - General Fund

It is anticipated that a consultant would be retained for the Study. After the information is gathered, the Public Works Department would work closely with the Finance Department to determine how implementation of a PLA could impact purchasing timelines for construction bidding.

#### **Cost to Implement Study Results**

Unknown. The 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: None

### **STAFF RECOMMENDATION**

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

Staff recommends deferring this item. Typically, public works construction contracts follow Caltrans' standards, which stem from the federal government. On December 18, 2023, the Federal Office of Management and Budget issued a memorandum regarding use of project labor agreements on large scale (i.e., at least \$35 million) federal construction projects. It is anticipated that Caltrans will soon release guidance as part of its local assistance procedure manuals (LAPM) for local agency usage.

Prepared by: Jennifer Ng, Assistant Director, Department of Public Works

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

Reviewed by: Tim Kirby, Director, Finance Department

Reviewed by: Sarah Johnson-Rios, Assistant City Manager

Approved by: Kent Steffens, City Manager



# City of Sunnyvale

## Agenda Item

---

**24-0105**

**Agenda Date: 2/15/2024**

---

### **2024 COUNCIL STUDY ISSUE**

#### **NUMBER**

DPW 24-08

**TITLE** 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

#### **BACKGROUND**

**Lead Department:** Department of Public Works

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

Office of the City Attorney

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

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

#### **SCOPE OF THE STUDY**

##### **What precipitated this study?**

At Parks and Recreation Commission meetings this year, residents asked to convert the fenced-in PG&E lots facing Ramona Ave, Lois Ave, and Dona Ave into public mini-parks with drought-tolerant native landscaping. PG&E owns the land comprising the lots except for 20-foot-wide strips on either side facing immediately adjacent homes, which are owned by the City in fee title. PG&E and the City are currently providing minimal maintenance of the area. This mini-park would be walkable from many homes and apartments in the Cherry Chase neighborhood and on El Camino Real.

##### **What are the key elements of the study?**

The Study would consider what would be needed to open part or all of one to three of the PG&E lots for public access and explore the feasibility of options for their use. This study would coordinate with PG&E to determine the requirements needed for use and hold outreach meetings for impacted residents. The study would do robust neighborhood outreach and survey the neighborhood to determine opinions about what park features, services, and traffic and noise levels would be considered compatible and desirable by neighborhood residents including at a minimum the options of:

- Drought-tolerant native Miyawaki Pocket Forests.
- A nature walkway for bicycle and pedestrian access running through the lots.
- Open lawn space.
- A community vegetable garden.

- Plantings of native plants such as milkweed to support threatened native species such as the Monarch Butterfly.

**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 - General Fund

The costs for the Study would be for hiring a consultant to complete the analysis and assist with outreach.

#### **Cost to Implement Study Results**

Unknown. Study would include assessment of potential costs and funding sources for both capital and operating.

### **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.

As Sunnyvale becomes more built-out, some creativity may be needed to increase open space. These areas could serve different uses or be passive for residents.

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

---

**24-0275**

**Agenda Date: 2/15/2024**

---

### 2024 COUNCIL STUDY ISSUE

#### **NUMBER**

DPW 24-09

**TITLE** Improving Pedestrian and Bicycle Safety Near Intersections and Crosswalks at Fremont High School and at Homestead High School and Other Innovative Traffic Improvements

#### **BACKGROUND**

**Lead Department:** Department of Public Works

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

Office of the City Attorney

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

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

#### **SCOPE OF THE STUDY**

##### **What precipitated this study?**

Councilmember Sell sponsored this study issue citing ongoing concerns from community members regarding the safety of students walking or cycling to school. Fremont and Homestead High Schools both serve Sunnyvale residents and have a combined enrollment of approximately 4,500 students. Residents and students have requested the City to further improve pedestrian and bicyclist safety as students walk and bike on Fremont Avenue in front of Fremont High School and on Homestead Road in front of Homestead High School. The proposed study would consider improvements that are within Sunnyvale's jurisdiction.

Fremont High School is located in South Sunnyvale at the northwest corner of the Sunnyvale-Saratoga Road/Fremont Avenue intersection. Along the school frontage, Sunnyvale-Saratoga Road is a divided, north-south, six-lane, Class I Arterial with a speed limit of 40 mph; Fremont Avenue is a divided, east-west, four-lane, Class II Arterial that connects SR-85 to El Camino Real, with a speed limit of 40 mph.

Homestead High School is located in the City of Cupertino south of Homestead Road between S. Mary Avenue and Kennewick Drive. A portion of Homestead Road along the school frontage and the intersections of Homestead Road at S. Mary Avenue and at Kennewick Drive are under the City of Sunnyvale's jurisdiction. Homestead Road is an east-west, four-lane, Class II Arterial with a speed limit of 35 mph.

##### **What are the key elements of the study?**

The proposed study would evaluate potential improvements to pedestrian and bicycle safety at intersections and crosswalks near Fremont and Homestead High Schools and assess the feasibility

of other innovative traffic improvements. Potential improvements to consider include installing a pedestrian scramble at Fremont Avenue/Sunnyvale-Saratoga Road and at Homestead Road/Kennewick Drive, improving street lighting at crosswalks, installing bike boxes at signalized intersections near the high schools, and installing a High-Intensity Activated crosswalk (HAWK) signal at Fremont Avenue and Selo Drive. The study would involve hiring a consultant to identify existing conditions near Fremont and Homestead High Schools, summarize recommendations in the City's planning documents such as the Active Transportation Plan (ATP), Vision Zero Plan (VZP), and Roadway Safety Plan, collect data, and conduct analysis to suggest further improvements and determine the feasibility for each potential improvement. There will also be opportunities for public outreach to involve the schools, students, residents, and business owners. The consultant would also provide conceptual designs and cost estimates for the 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:	\$250,000
Funding Source:	Would seek budget supplement

A consultant would be involved to review existing documents, conduct data collection, perform transportation analysis, conduct community outreach, develop conceptual designs and topographical/utility/right-of-way surveys, and produce cost estimates to understand the feasibility of each potential improvement.

#### **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: Bicycle and Pedestrian Advisory Commission

### **STAFF RECOMMENDATION**

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

In the ATP approved by City Council in August 2020, bicycle, pedestrian and safe routes to school improvements were identified near Fremont and Homestead High Schools. Significant outreach and coordination were done with the school district, school staff, students, parents and neighbors to identify improvements near the school frontages to help improve non-automotive transportation needs. Safety improvements were also identified in the VZP and Roadway Safety Plan. Some improvements include:

- **Sunnyvale-Saratoga Road** - upgrade existing Class II bicycle lane to Class IV separated bikeway between Mathilda Avenue and Homestead Road.
- **Fremont Avenue** - upgrade existing Class II bicycle lane/Class IIB buffered bicycle lane to Class IV separated bikeway. To achieve this, a road diet between Bernardo Avenue and

Sunnyvale-Saratoga Road is required and a traffic study must be conducted to determine if a road diet is feasible. This study is funded by CIP 836200 - Bicycle Improvements Planning Study. Other improvements include lane width reduction to 11 feet where feasible and modifying the existing medians.

- **Fremont Avenue from Los Arboles Avenue to Selo Drive** - install “Cross Only at Crosswalk” signs to encourage crosswalk usage.
- **Fremont Avenue/Sunnyvale-Saratoga Road** - evaluate signal operations to include protective signal phasing for bicyclists and pedestrians, remove eastbound through lane to accommodate a right-turn only lane, install advanced limit lines, install protected intersection to allow for two-stage left turns for bicyclists at all corners, implementing leading pedestrian interval (LPI), install accessible pedestrian systems, consider prohibiting right-turn-on-red for the southbound right turn and the westbound right turn movements; however, since this is a Congestion Management Program (CMP) intersection, additional analysis is necessary to evaluate if any signal or signal operation changes would degrade the intersection operations to unacceptable levels.

Some of the improvements identified in the ATP, VZP, and Roadway Safety Plan have already been implemented. Some completed improvements include:

- **At Fremont Avenue/Sunnyvale-Saratoga Road** - high visibility crosswalks on all legs.
- **At Fremont Avenue/Bobwhite Avenue/Manet Drive** - high visibility crosswalks, curb extensions, curb ramps, LPI, green pavement markings.
- **At Homestead Road/Mary Avenue** - curb extensions, curb ramps, high visibility crosswalks, pedestrian scramble, LPI, two-stage bicycle turn box, green pavement markings.
- **At Homestead Road/Kennewick Drive** - upgraded signal heads to 12”, high visibility crosswalks, green pavement markings.
- **At Homestead Road/Samedra Street** - high visibility crosswalk.
- **Homestead Road (fronting Homestead High School)** - installed Class IV separated bikeways, delineators at the driveway exit of the “horseshoe” loop.

City staff are currently working on or seeking funding for several projects that implement bicycle and safe routes to school improvements near the school vicinities. Some projects include:

- **CIP 825730 - Pedestrian Lighted Crosswalk Maintenance and Replacement** - to replace the existing Rectangular Rapid Flashing Beacon (RRFB) on the west leg of Fremont Avenue/Sydney Drive with a HAWK, upgrade existing crosswalk to high visibility, and install a curb extension on the southwest corner.
- **CIP 835870 - Sunnyvale Quick Build Bicycle, Pedestrian and Safe Routes to School Safety Improvements** - to close the medians on Fremont Avenue between Sunnyvale-Saratoga Road and Manet Drive-Bobwhite Avenue to reduce unnecessary conflicts between turning vehicles and pedestrians/bicyclists.
- **Homestead Full-time Bike Lane Study** - to seek funding opportunities to remove parking along Homestead Road to facilitate full-time bike lanes.

The Pedestrian Lighted Crosswalk Maintenance and Replacement CIP 825730 already funds the design (FY 2024/25) and construction (FY 2025/26) of a HAWK at Fremont Avenue/Sydney Drive to replace the RRFB on the west leg and offers a direct path leading students to the school frontage. There is currently no pedestrian crossing at Fremont Avenue/Selo Drive as students currently park on Sydney Drive in order to use the crosswalk that leads them to the school entrance. Putting a HAWK



at Fremont Avenue/Selo Drive would be too close in proximity to the existing crosswalk and upcoming HAWK at Fremont Avenue/Sydney Drive. There is also an existing duck out for a Santa Clara Valley Transportation Authority (VTA) bus stop on the north side of Fremont Avenue/Selo Drive which may be impacted if a HAWK is installed.

Although the intersection of Sunnyvale-Saratoga Road/Fremont Avenue is under the City of Sunnyvale's jurisdiction, VTA, the Congestion Management Agency for Santa Clara County, has identified this intersection as a regionally significant Congestion Management Program intersection. The operation at this intersection is monitored by VTA and must follow regionally significant guidelines for managing congestion. Adding in a pedestrian scramble will likely cause significant backups and delays along the Sunnyvale-Saratoga Road corridor which may cause a reduction in safety.

Prepared by: Lillian Tsang, Principal Transportation Engineer  
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

---

**24-0288**

**Agenda Date: 2/15/2024**

---

### 2024 COUNCIL STUDY ISSUE

#### **NUMBER**

DPW 24-10

**TITLE** Evaluate a Red Curb Painting Request Process and Utilization of Volunteers to Paint Curbs

#### **BACKGROUND**

**Lead Department:** Department of Public Works

**Support Departments:** Office of the City Manager  
Office of the City Attorney  
Human Resources Department

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

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

#### **SCOPE OF THE STUDY**

##### **What precipitated this study?**

In October 2023, Governor Newsom signed Assembly Bill (AB) 413, which amends Section 22500 of the Vehicle Code to restrict vehicle parking within 20 feet of the vehicle approach side of any unmarked or marked crosswalk, or within 15 feet of any crosswalk where a curb extension is present. The Bill does not require any markings or signs to indicate that parking is prohibited, except only warnings can be issued prior to January 1, 2025, if it is not marked or signed.

##### **What are the key elements of the study?**

The study would evaluate a program to receive requests from residents for painting red curbs, and the feasibility of establishing a volunteer program to paint the curbs. The study would involve hiring a consultant to develop a process for receiving red curb painting requests, make recommendations on how to prioritize requests, develop an inventory to track completed and pending requests, and research how other local agencies are processing requests.

Additionally, the consultant would evaluate how volunteers could potentially be utilized to implement red curb painting requests. This would include defining the responsibilities for volunteers and their involvement with City staff and establishing procedures and training content to qualify volunteers to perform the work to meet legal requirements and quality standards (how to measure distances, establishing a work zone, setting up traffic control, ensuring safety, proper handling of paint, care of equipment/materials, clean-up in case of over-painting or spills, etc.).

The study would also identify any risks or legal exposures for the City with the use of volunteers (injuries, painting curb not designated for painting, insurance, liability, etc.).

Finally, the study would identify additional staffing resources and funding necessary to implement this

new process and program of receiving red curb painting requests, responding, evaluating requests, prioritizing requests, utilizing volunteers, and provide a list of advantages and disadvantages of using volunteers.

**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:	\$ 75,000
Funding Source:	Will seek budget supplement - General Fund

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. 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 a Study Issues Workshop.

There is a Budget Proposal 24-06 Curb Painting Program that is being considered by City Council also to reestablish a crew to paint curbs throughout the city. If approved, this study issue would likely not be needed as resources to address AB 413 would have been allocated.

Staff currently has existing processes and procedures that are used for curb painting requests. Residents are currently able to request new and refresh curb painting through Access Sunnyvale, email, phone call, or in person at City Hall. Staff processes the request and logs it into an ongoing resident request database. The request is assigned to City staff to conduct field visit, collect measurements, analyze the location for potential curb painting. A work order is sent to the City's Street Operations crew for implementing the curb painting if approved within the available budget. After the curb painting work order is completed for new installations, staff updates the existing City's Traffic Control Regulations Handbook to keep track of the inventory.

In anticipation of a high volume of requests from the public for curb painting, the study issue proposes to analyze the potential of creating a database of existing red curbs in the City and establish a program to receive requests from residents to paint the curb red, in regard to the new AB 413 law that was signed by Governor Newsom. The program would include evaluating the necessary training and recruitment of volunteers to assist in implementing curb paint throughout the City. If there

is a reliance on volunteers and/or organized groups of volunteers to perform curb painting, then any difficulty in obtaining volunteers would delay implementation of curb painting.

With a volunteer program, the City would be responsible for the volunteers' safety while working in the field. The volunteers would also need to have a full understanding of how to use the equipment and safety precautions when implementing red curbs. Staff would potentially need to supervise volunteers and work closely with them to identify the curb painting location, measure the distance that needs to be painted, establish a work area, set up traffic control, and exercise proper methods to paint the curb. This type of program would likely not include the higher volume collector and arterial roadways due to the additional safety requirements, equipment and training necessary.

Prepared by: Thinh Le, Transportation Engineer

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

---

**24-0289**

**Agenda Date: 2/15/2024**

---

### 2024 COUNCIL STUDY ISSUE

#### **NUMBER**

DPW 24-11

**TITLE** Sunnyvale Gateway Program

#### **BACKGROUND**

**Lead Department:** Department of Public Works

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

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

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

#### **SCOPE OF THE STUDY**

##### **What precipitated this study?**

This study was proposed by City Council to establish a City-wide program to enhance key gateways into the City of Sunnyvale.

##### **What are the key elements of the study?**

This study would review gateways into Sunnyvale and establish a citywide program, including design standards, to enhance each key City thoroughfare near City limits. The study would evaluate constructing improvements in these areas that welcome roadway users (ped, bike, auto) to the City of Sunnyvale in a way that provides a unique identity and sense of place for each location.

The overall design concept could be to provide towers, fountains, beacons, gateposts, pylons, or signs that become focal points of the City.

The following gateway locations have been identified for study:

- Fremont Avenue (Los Altos - Priority);
- Wolfe (Cupertino);
- Sunnyvale-Saratoga (Cupertino);
- El Camino Real (ECR) (Mtn View)\*;
- ECR (Santa Clara)\*;
- Kifer (Santa Clara);
- Tasman (Santa Clara);
- Moffett Park Drive (Mtn View); and
- U.S. 101 on and off ramps on Fair Oaks and Mathilda (Caltrans).

\*Note: The Adopted Budget has a project for establishing an ECR Gateway Program (836420 - El Camino Real Sense of Place Plan). This study would include a review of the existing projects for overlap. Also, a Gateway Program at ECR may require coordination and agreement with Caltrans.

The scope of the study would include procurement of a consultant to review of each of the listed City entry points to identify potential gateway sign/feature locations and characteristics. The study would prioritize the gateways and create a framework and design guidelines for developing each specific location. This would include a review of any adopted Area Plans or Specific Plans or other established standards at each location so selected gateway features would match the identity and character of the area. Two to three concept alternatives would be prepared for each gateway location and a moderate amount of community outreach will be included in the study. Design and construction cost estimates will be prepared for each option.

Limited surveying and utility locating will be included in the study to confirm that the locations identified are feasible. Detailed surveys needed for construction documents would be included in future design contracts.

Upon completion of the study, design and construction budgets would be established and a Capital Improvement Project created. A Design Consultant would then be selected to complete the designs and prepare bidding and construction documents. Any agreements or permits with other agencies such as Caltrans, as well as new electrical services with PG&E, would be obtained and a construction contractor would be selected through a bid process.

**Estimated years to complete study: 2.5 years**

### **FISCAL IMPACT**

#### **Cost to Conduct Study**

Level of staff effort required (opportunity cost):	Moderate
Funding Required for Non-Budgeted Costs:	\$ 200,000
Funding Source:	Will seek budget supplement - General Fund

The cost associated with the Study would be for consultant services to perform the work as described under the Key Elements of the Study. A moderate amount of community outreach is planned for the Study, including two to three meetings (one meeting to discuss gateways in the northern half of the City and one for gateways in the southern half) and one online survey. City staff would work with the consultant throughout the process in development of the Study and preparation of options. Some costs may be offset by existing projects 826800 - Downtown Wayfinding and Gateways and 836420 - El Camino Real Sense of Place Plan that are funded in the FY 2023/24 Adopted Budget.

#### **Cost to Implement Study Results**

Unknown. Study would include assessment of potential costs, including capital and operating, as well as the potential for establishing or using existing fees (e.g., Sense of Place) for plan areas, or other revenue/savings opportunities. Some of the concepts proposed, such as fountains or beacons, would require higher ongoing operating and maintenance costs than other alternatives such as signs or gateposts.

**EXPECTED CITY COUNCIL, BOARD OR COMMISSION PARTICIPATION**

Council-Approved Work Plan: No

Council Study Session: No

Reviewed by Boards/Commissions: N/A

**STAFF RECOMMENDATION**

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

Currently there are two parallel City projects related to gateways - on El Camino Real and for the Downtown area. City staff has reviewed plans for monument signage also in the Lawrence Station Area plan area. In addition, existing signage, or in some cases, small monuments indicating City limits are present along major thoroughfares. This study would provide a comprehensive review of the listed City entry points for existing, proposed and absent gateway features and would result in a program for Citywide implementation complete with installation guidelines.

Prepared by: Nate Scribner, Assistant City Engineer

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

Reviewed by: Sarah Johnson-Rios, Assistant City Manager

Approved by: Kent Steffens, City Manager

Drop	Defer	Combine with Number	Rank	Number	Title	Dept. Rank
				DPS 24-01	Evaluate an Ordinance or Resolution Allowing Traffic Enforcement on Private Roadways in the Moffett Park Specific Plan Area	3
				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	1
				DPS 24-03	Evaluate Vehicle Abatement Program Service Delivery and Explore Ways to Improve Service	2
				DPS 24-04	Explore the Creation of a Special Needs Awareness Program	4



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

Version: 2/2/2024

#	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	3
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
DPS 24-03	Evaluate Vehicle Abatement Program Service Delivery and Explore Ways to Improve Service	Moderate	\$ -	Unknown	N/A	2
DPS 24-04	Explore the Creation of a Special Needs Awareness Program	Moderate	\$ -	Unknown	N/A	4

\*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

---

**24-0247**

**Agenda Date: 2/15/2024**

---

### 2024 COUNCIL STUDY ISSUE

#### **NUMBER**

DPS 24-03

**TITLE** Evaluate Vehicle Abatement Program Service Delivery and Explore Ways to Improve Service

#### **BACKGROUND**

**Lead Department:** Department of Public Safety

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

Office of the City Attorney

**Sponsor(s):** Councilmembers: Melton, Din

**History:** 1 year ago: N/A

2 years ago: N/A

#### **SCOPE OF THE STUDY**

##### **What precipitated this Study?**

At the January 9, 2023 City Council Meeting, Councilmember Melton requested a study issue that would assess the Vehicle Abatement Program, evaluate current service levels, and explore ways to improve the service. This is based on information indicating that residents are demanding more vehicle abatement services, and concern that the City is increasing its density which will create an additional demand on parking and abandoned vehicle services. Councilmember Din co-sponsored the study issue.

##### **What are the key elements of the Study?**

The Department of Public Safety ("DPS") provides vehicle abatement and parking enforcement under Program 12100 - Police Services. Vehicle Abatement and Parking Enforcement (Program 12107) regulates nuisance vehicles, including those that are abandoned, wrecked, otherwise inoperable or parked in violation of the Sunnyvale Municipal or California Vehicle Codes. Vehicle Abatement Officers (VAOs) provide parking enforcement and response to nuisance vehicle complaints. The unit also conducts daily enforcement of downtown restricted and paid parking lots and surrounding streets. DPS staff receive regular complaints from residents about parking and nuisance vehicles in violation of the Sunnyvale Municipal Code.

The Study will evaluate the current service levels of the vehicle abatement program. It will evaluate the effectiveness and challenges associated with the program and look for areas to strengthen service delivery.

A key component of the Study will be an evaluation of the current staffing model and whether it is effective and sustainable. The Vehicle Abatement Unit is staffed with four (4) .75 FTE (Part time) Vehicle Abatement Officers (VAOs). The Study will evaluate implementing full time positions and potential benefits related to scheduling, hiring, and retention. Another key component of the Study will

include an analysis of recent trends in workload indicators (calls for service), response time to service requests, and overall effectiveness of the program.

**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

Moderate staff time will be required to perform an analysis of program elements, staffing levels and workload.

#### **Cost to Implement Study Results**

Unknown. The study would include assessment of potential costs and anticipated costs associated with recommended changes to the program.

### **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.

Evaluating current service levels and analyzing ways to improve service delivery of the vehicle abatement program 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: Jaqui Guzmán, Deputy City Manager

Approved by: Kent Steffens, City Manager



# City of Sunnyvale

## Agenda Item

---

**24-0286**

**Agenda Date: 2/15/2024**

---

### 2024 COUNCIL STUDY ISSUE

#### **NUMBER**

DPS 24-04

**TITLE** Explore the Creation of a Special Needs Awareness Program

#### **BACKGROUND**

**Lead Department:** Department of Public Safety

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

Office of the City Attorney

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

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

#### **SCOPE OF THE STUDY**

##### **What precipitated this study?**

At the January 23, 2024 City Council meeting, Mayor Klein sponsored a Study Issue to research implementing a Special Needs Awareness Program. The program is designed to improve first responder interactions with members of the community with special needs. The program would provide Sunnyvale DPS with important information when responding to calls for service that involve individuals with special needs. Registration in the program would be voluntary, and information collected would be stored in a confidential database. Public Safety Dispatchers would provide the information to public safety personnel during emergency or non-emergency calls for service. The Study Issue was co-sponsored by Councilmembers Srinivasan, Din, Sell, Cisneros, Melton, and Mehlinger.

##### **What are the key elements of the study?**

The Study will examine the City's ability to create a Special Needs Awareness Program. It will identify general guidelines and criteria for the program, as well as determine the necessary resources for enrollment, data collection, training, and program administration. Legal requirements, waivers, and necessary forms for program implementation will also be evaluated.

The Study will determine effective methods of promoting the program to the community, identify outreach platforms and determine program information to be placed on the city website. Additionally, it will consider strategies for maintaining an updated database and determine the appropriate frequency for families to re-register in the program.

The Study will also examine the ability of our dispatch system to disseminate the special needs alerts to first responders and the associated cost to train all professional staff and first responders.

**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

Moderate staff time will be required to perform research.

#### **Cost to Implement Study Results**

Unknown. The Study would include an assessment of potential and anticipated costs resulting from program implementation.

### **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.

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.* This Study also supports the Council strategic priority of *Equity, Access, and Inclusion.*

Prepared by: Ava Fanucchi, Deputy Chief

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

Reviewed by: Jaqui Guzmán, Deputy City Manager

Approved by: Kent Steffens, City Manager

Drop	Defer	Combine with Number	Rank	Number	Title	Dept. Rank
				ESD 22-02	Promotion and Assessment of Sustainable Landscaping Strategies	2
				ESD 24-01	Evaluate the Use of Artificial Turf versus Living Groundcover	1

# LRS

## 2024 Proposed Study Issues Ranking Sheet by Department



Drop	Defer	Combine with Number	Rank	Number	Title	Dept. Rank
				LRS 24-01	Examine the Permanent Closure of the Interior Levees Surrounding Sunnyvale's Wastewater Treatment Ponds	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	1

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

Version: 2/12/2024

#	Title Staff Recommendation	Total Cost of Proposal	Funding Source	Council Actions		
				Refer*	Defer*	Drop*
2024-01	<b>Hire an Active Transportation Planner</b> Staff Recommendation: Refer	\$ 219,525	General Fund			
2024-02	<b>Purchase and Install Fixed Automatic License Plate Reader (ALPR) Devices to Enhance Public Safety and Assist the Department of Public Safety with Criminal Investigations</b> Staff Recommendation: Refer	\$ 154,150	General Fund			
2024-03	<b>Increase Staffing Levels to Support Year-Round Implementation of the Department of Public Safety Burglary Suppression Detail (BSD)</b> Staff Recommendation: Refer	\$ 3,808,148	General Fund			
2024-04	<b>Increase Staffing Levels for the Department of Public Safety Traffic Safety Unit</b> Staff Recommendation: Defer	\$ 1,412,552	General Fund			
2024-05	<b>Increase the Service Level Pertaining to City Legislative and Funding Advocacy</b> Staff Recommendation: Refer	\$ 200,000	General Fund			
2024-06	<b>Curb Painting Program</b> Staff Recommendation: Refer	\$ 272,565	General Fund			

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





# City of Sunnyvale

## Agenda Item

---

**24-0232**

**Agenda Date: 2/15/2024**

---

### Budget Proposal Summary Form

#### **NUMBER**

2024-03

**TITLE** Increase Staffing Levels to Support Year-Round Implementation of the Department of Public Safety Burglary Suppression Detail (BSD)

#### **BACKGROUND**

**Lead Department:** Department of Public Safety

#### **Sponsor:**

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

#### **SCOPE OF ISSUE**

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

Councilmember Melton sponsored a Budget Proposal for implementation of a year-round Burglary Suppression Detail ("BSD"), with a primary focus on prevention of catalytic converter theft. The proposed unit would also target petty theft, jewelry snatching, mail theft, package theft, retail crime and other property crimes. Council suggested that the permanent BSD could be either: (a) three PSOs; or (b) two PSOs and one lieutenant (supervisor).

##### **Problem Statement:**

DPS is responsible for delivering public safety services to the community of Sunnyvale. The City of Sunnyvale and DPS take pride in being rated as one of the safest cities in the United States. However, Sunnyvale is not alone in that its community members are affected by crime that impacts its quality of life. Common quality of life crimes include burglary, theft, robbery, graffiti, and vandalism.

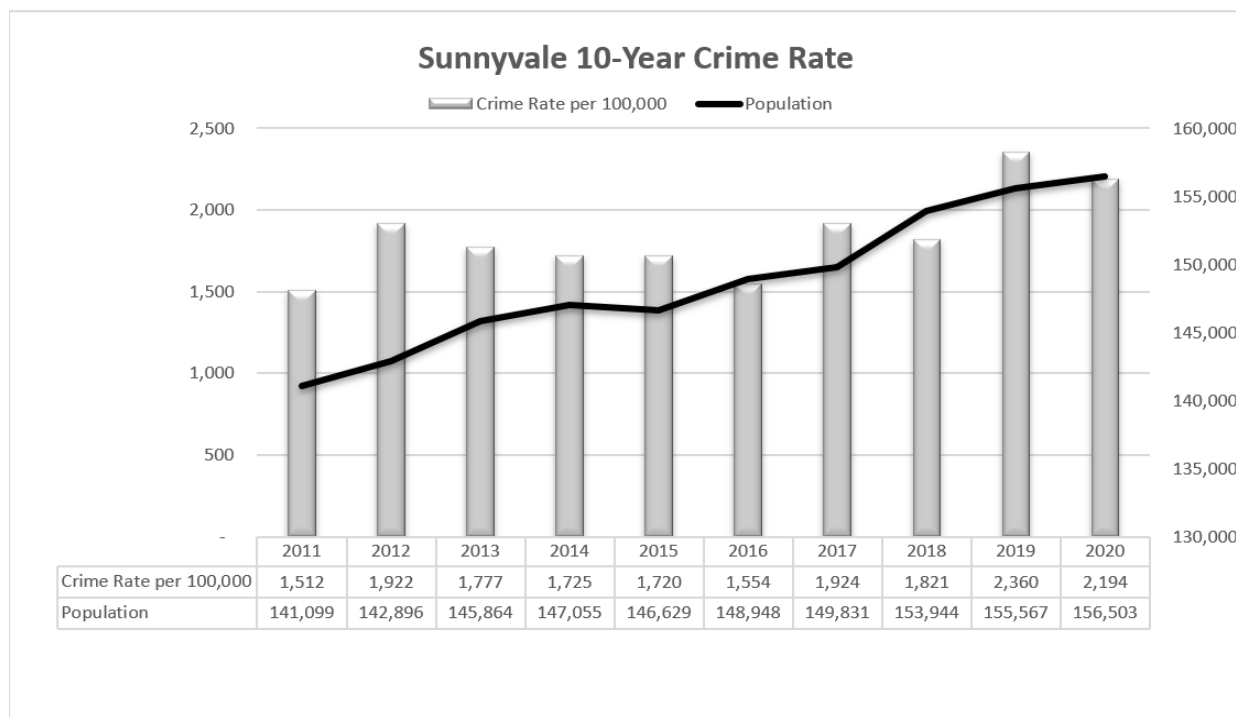
Common concerns DPS receives from the community include the rise in catalytic converter thefts and organized retail theft. In a November 2023 article, the California League of Cities stated: "*Addressing retail theft was one of the League of California Cities' top legislative priorities in 2023...A National Retail Foundation survey found that stores in Los Angeles, San Francisco, Oakland, and Sacramento were the top targets in the nation for organized retail theft. An analysis by the Public Policy Institute of California found similar trends, with commercial burglaries in particular rising above their pre-pandemic levels.*"

Sunnyvale is consistently ranked as one of the safest cities of its size in America. An analysis of ten years of crime reporting data shows an increase in crime, including a notable increase in property crimes.

### Sunnyvale Crime Report Crime Totals and Rate by Year

Uniform Crime Report Data

	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Criminal Homicide	3	3	4	1	1	1	1	1	-	2
Rape	21	14	16	14	29	21	29	43	37	32
Robbery	68	71	51	88	61	53	56	71	84	61
Aggravated Assault	58	82	73	64	67	83	96	140	138	134
Burglary	393	524	574	511	545	520	512	424	458	516
Larceny / Theft	1,351	1,696	1,456	1,559	1,514	1,347	1,872	1,764	2,598	2,276
Motor Vehicle Theft	226	335	404	286	296	273	298	353	324	386
Arson	13	22	14	14	9	16	19	8	32	27
<b>Totals</b>	<b>2,133</b>	<b>2,747</b>	<b>2,592</b>	<b>2,537</b>	<b>2,522</b>	<b>2,314</b>	<b>2,883</b>	<b>2,804</b>	<b>3,671</b>	<b>3,434</b>
Population	141,099	142,896	145,864	147,055	146,629	148,948	149,831	153,944	155,567	156,503
Crimes per 100,000	1,512	1,922	1,777	1,725	1,720	1,554	1,924	1,821	2,360	2,194
<b>Violent Crimes</b>	<b>150</b>	<b>170</b>	<b>144</b>	<b>167</b>	<b>158</b>	<b>158</b>	<b>182</b>	<b>255</b>	<b>259</b>	<b>229</b>
Rate per 100,000	1,071	1,345	1,218	1,173	1,173	1,043	1,284	1,183	1,517	1,402
<b>Property Crimes</b>	<b>1,983</b>	<b>2,577</b>	<b>2,448</b>	<b>2,370</b>	<b>2,364</b>	<b>2,156</b>	<b>2,701</b>	<b>2,549</b>	<b>3,412</b>	<b>3,205</b>
Rate per 100,000	759	941	835	798	800	700	857	769	975	896



In 2020, the FBI shifted from the Summary Reporting System (SRS) to the National Incident Based Reporting System (NIBRS) which delves much deeper into each incident. Based on 2022 NIBRS reports, the per capita crime rate was 2,526 per 100,000 people and increased to 2,700 per 100,000 people in 2023. Data is not available for 2021.

#### Proposed Solution:

Specialized units and directed policing are effective tools for law enforcement to reduce crime and address community priorities. Sunnyvale DPS has historically used the temporary and seasonal BSD to address burglaries and property crimes during the holiday season. Historically, BSD has had success in burglary and narcotics arrests, investigation of burglary rings, seizing firearms, and

supporting patrol operations.

BSD is a special enforcement unit, and the proposed team would be assigned to the Bureau of Police Services - Division of Police Operations reporting directly to a patrol captain. BSD's hours and schedule allow for the unit to work equally with both patrol teams to enhance communication and visibility. Specialized training takes place on duty whenever possible. BSD personnel use a combination of uniformed enforcement and plainclothes activities depending on the nature of the assignment and drive code 3-equipped unmarked vehicles.

Based on the dangerous nature of the crimes being investigated and the potential for high-risk encounters, staff has determined that BSD requires a team of at least four public safety officers and one Lieutenant.

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

The BSD would conduct activities to:

- Reduce crime.
- Focus on property and violent crimes.
- Collaborate with stakeholders to identify and address crime trends.
- Use data and crime analysis to direct operations.
- Support Police Services and Investigations Units.

The implementation of a full-time BSD team aligns with the City's General Plan goals and policies.

Goal SN-3 Safe and Secure City

- 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.

Goal SN-4 Public Confidence in Police Services

- Policy SN4.2 Provide for assessment of changing community needs and expectations.

**Is the budget proposal a:** Operating (Police Services) and Project (DPS Recruitment and Training of Sworn Officers).

**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.**

Sunnyvale community members are affected by crime that impacts their quality of life. Addition of a full-time BSD team to the DPS Police Services bureau would enhance the department's ability to successfully identify and arrest criminal offenders. While increased enforcement may not initially reduce crime rates, it will increase the number of cleared cases and, over time, could act as a deterrent to criminals who enter the city for the sole purpose of committing crimes.

### **FISCAL IMPACT**

Budget Proposal Request for a team of three (3) officers, the initial cost is as follows:

Description	Cost per Officer*	Quantity	Total
Recruitment Cost: Public Safety Officer II	\$ 397,539	3	\$ 1,192,617
Vehicle – Police Unmarked car	\$ 70,000	3	\$ 210,000
Patrol MDT (rugged laptop with air card)	\$ 5,000	3	\$ 15,000
<b>Total</b>			<b>\$ 1,417,617</b>

The annual cost for a team of three (3) officers is as follows:

Description	Cost per Officer*	Quantity	Total
<b>Salaries and Benefits:</b>			
4601 – Public Safety Lieutenant	\$ 317,905	1	\$ 317,905
3001 – Public Safety Officer II	\$ 263,137	2	\$ 526,274
			<b>\$ 844,179</b>
<b>Equipment &amp; Vehicles</b>			
Vehicle – replacement Cost per year	\$ 14,000	3	\$ 42,000
Patrol MDT (rugged laptop with air card)	\$ 1,000	3	\$ 3,000
<b>Total</b>			<b>\$ 45,000</b>

*\*Preliminary estimate of current costs for recruitment projects and operations*

The ongoing cost of approximately \$ 889,719 per year, which includes vehicle and computer replacement at 5 years. The twenty-year cost is estimated at \$ 22,242,975.

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

Operating Issue (Annual Operating Costs, ongoing) . . . .	\$ 889,719
Capital/Project (Project Cost, one-time) . . . . .	\$ 1,417,617
Total (Associated Annual Operating Costs) . . . . .	\$ 2,307,336

**Alternative 1:**

Based on the attached memorandum prepared by staff, DPS recommends that a BSD team be staffed with four (4) public safety officers and one (1) Lieutenant. The initial cost for five personnel is as follows:

Description	Cost per Officer*	Quantity	Total
Recruitment Cost: Public Safety Officer II	\$ 397,539	5	\$ 1,987,695
Vehicle – Police Unmarked car	\$ 70,000	5	\$ 350,000
Patrol MDT (rugged laptop with air card)	\$ 5,000	5	\$ 25,000
<b>Total</b>			<b>\$ 2,362,695</b>

The annual cost for a team of five (5) officers is as follows:

Description	Cost per Officer*	Quantity	Total
<b>Salaries and Benefits:</b>			
4601 – Public Safety Lieutenant	\$ 317,905	1	\$ 317,905
3001 – Public Safety Officer II	\$ 263,137	4	\$ 1,052,548
			<b>\$ 1,370,453</b>
<b>Equipment &amp; Vehicles</b>			
Vehicle – replacement Cost per year	\$ 14,000	5	\$ 70,000
Patrol MDT (rugged laptop with air card)	\$ 1,000	5	\$ 5,000
<b>Total</b>			<b>\$ 75,000</b>

The ongoing cost of approximately \$1,445,453 per year, which includes vehicle and computer replacement at 5 years. The twenty-year cost is estimated at \$ 36,136,325.

**Projected cost - DPS Recommendation (rough annual cost of budget proposal):**

Operating Issue (Annual Operating Costs, ongoing) . . . .	\$ 1,445,453
Capital/Project (Project Cost, one-time) . . . . .	\$ 2,362,695
Total (Associated Annual Operating Costs) . . . . .	\$ 3,808,148

**Recommended funding source:**

General Fund

**Please describe recommended funding source:**

Public Safety services are funded by the General Fund

**STAFF RECOMMENDATION**

**Position:** Refer budget proposal for consideration in Recommended Budget.

The Council sponsor for this budget proposal suggested that permanent BSD would be either: (a) three PSOs; or (b) two PSOs and one lieutenant (supervisor). Specialized units like BSD often address inherently high-risk, dangerous problems such as gun violence, tactical situations, or the apprehension of violent offenders.

Because of the high-risk nature of the assignment, the proposed staffing level is inadequate. To safely operate, DPS has determined that the BSD must be staffed by one (1) Public Safety Lieutenant and four (4) Public Safety Officers, for a total of five (5) officers. A more complete discussion of the need for the number of positions recommended is included in Attachment 1.

Staff recommends Council refer the five (5) officer version of the proposal to the budget process.

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

Reviewed by: Tim Kirby, Director, Finance Department

Approved by: Kent Steffens, City Manager

**ATTACHMENTS**

1. DPS Memorandum



## SUNNYVALE DEPARTMENT OF PUBLIC SAFETY

### Memorandum

#### SUBJECT: PROPOSAL FOR BURGLARY SUPPRESSION DETAIL (BSD)

This memo summarizes a proposal to develop and implement a full-time Burglary Suppression Detail (BSD) for the Sunnyvale Department of Public Safety (DPS).

#### Background

DPS is responsible for delivering public safety services to the community of Sunnyvale. The City of Sunnyvale and DPS take pride in being rated as one of the safest cities in the United States. However, Sunnyvale is not alone in that its community members are affected by crime that impacts its quality of life. Crimes include burglary, theft, robbery, graffiti, arson, and vandalism.

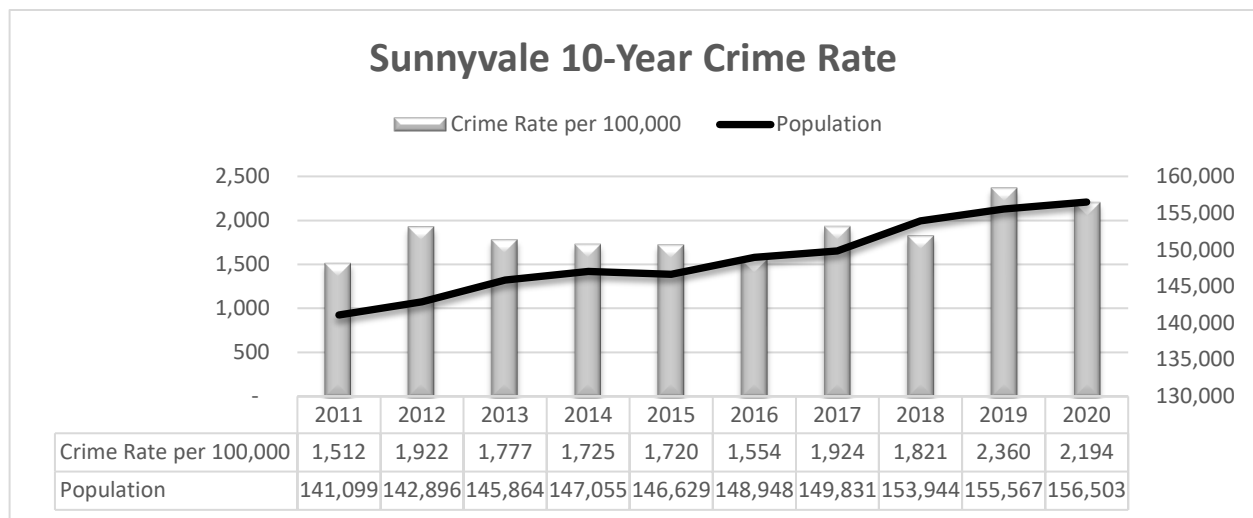
Common concerns we receive from the community include the rise in catalytic converter thefts and organized retail theft. In a November 2023 online article, the California League of Cities stated: *“Addressing retail theft was one of the League of California Cities’ top legislative priorities in 2023...A National Retail Foundation survey found that stores in Los Angeles, San Francisco, Oakland, and Sacramento were the top targets in the nation for organized retail theft. An analysis by the Public Policy Institute of California found similar trends, with commercial burglaries in particular rising above their pre-pandemic levels.”*

#### Problem Statement

Sunnyvale is consistently ranked as one of the safest cities of its size in America. An analysis of ten years of crime reporting data shows an increase in crime, including a notable increase in property crimes.

#### Sunnyvale Crime Report

	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Criminal Homicide	3	3	4	1	1	1	1	1	-	2
Rape	21	14	16	14	29	21	29	43	37	32
Robbery	68	71	51	88	61	53	56	71	84	61
Aggravated Assault	58	82	73	64	67	83	96	140	138	134
Burglary	393	524	574	511	545	520	512	424	458	516
Larceny / Theft	1,351	1,696	1,456	1,559	1,514	1,347	1,872	1,764	2,598	2,276
Motor Vehicle Theft	226	335	404	286	296	273	298	353	324	386
Arson	13	22	14	14	9	16	19	8	32	27
<b>Totals</b>	<b>2,133</b>	<b>2,747</b>	<b>2,592</b>	<b>2,537</b>	<b>2,522</b>	<b>2,314</b>	<b>2,883</b>	<b>2,804</b>	<b>3,671</b>	<b>3,434</b>
Population	141,099	142,896	145,864	147,055	146,629	148,948	149,831	153,944	155,567	156,503
Crimes per 100,000	1,512	1,922	1,777	1,725	1,720	1,554	1,924	1,821	2,360	2,194



In 2020, the Federal Bureau of Investigations launched the National Incident-Based Reporting System (NIBRS). The goal was to improve the quality of crime data reported by law enforcement. NIBRS replaced Summary Reporting System (SRS) in 2021. The SRS reported crime statistics covered under the Uniform Crime Reports. Unlike data reported through SRS, NIBRS delves much deeper into each incident.

DPS transitioned from SRS to NIBRS during FY2021; therefore, crime data for FY2021 is not available. In FY2022 per capita rate for crimes was 2,526 per 100,000 people; the FY2023 per capita rate for property crimes was 2,700 per 100,000 people.

### **Current Policy**

The implementation of a full-time BSD team aligns with the City's General Plan Goals and Policies.

- Goal SN-3 Safe and Secure City
  - 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.*
- Goal SN-4 Public Confidence in Police Services
  - Policy SN4.2 *Provide for assessment of changing community needs and expectations.*

### **Proposed Solution**

The Burglary Suppression Detail (BSD) will support the DPS Police Service Bureau by conducting activities including, but not limited to, the following goals:

- Reduce crime.
- Focus on property and violent crimes.
- Collaborate with stakeholders to identify and address crime trends.
- Use data and crime analysis to direct operations.
- Support Police Services and Investigations.

Specialized units like BSD often encounter inherently high-risk, dangerous problems such as gun violence, tactical situations, or the apprehension of violent offenders (NPI)<sup>1</sup>. Because of this increased danger and the nature of the assignment, the BSD Unit must be staffed with a Lieutenant and four Public Safety Officers (a total of five officers). There are important reasons to support this staffing model:

- **Guns and violence:** At the core of BSD's mission and scope is the enforcement of property crimes like burglaries, auto theft, organized retail theft, catalytic converter theft, and robberies. Individuals who commit these types of crimes are often armed, sometimes with a firearm. In 2022, there were 83 robberies in Sunnyvale: in 40 of those (48%) a weapon was used (DOJ)<sup>2</sup>. Also in 2022, there were 198 Aggravated Assaults in Sunnyvale; in 135 of those (68%) a weapon was used (DOJ). 2022 statistics were used because 2023 data is not yet published.
- **Tactics:** BSD requires specialized training and skills to operate safely and effectively. Basic officer training and best practices call for two officers to contact and interact with a suspect at a time. There are many circumstances where there is more than one suspect since burglars, thieves, and violent criminals tend to work in groups. This would necessitate the need for more BSD officers. BSD also routinely travels out of the City to surveil, investigate, and apprehend dangerous suspects. BSD needs the ability to operate safely and independently in a self-contained fashion. Sunnyvale Patrol and Investigations Unit cannot be relied upon to provide BSD with additional personnel routinely. BSD also cannot regularly rely on allied agencies to provide personnel. It is generally against best practices to integrate other agency personnel into our team in a tactical scenario, absent exigent circumstances.
- In the 29 operational weeks the BSD has worked in the last five years, BSD has made 148 arrests and made hundreds of contacts. BSD seized dozens of firearms, and many of the individuals contacted were violent offenders.

BSD needs the ability to operate autonomously, and five officers allow the team to operate effectively and safely. It is not always feasible to rely on Patrol or Investigative resources to supplement BSD operations. Patrol officers are occupied responding to calls for service, conducting traffic enforcement, maintaining minimum staffing, and visibly patrolling the City. Patrol officers are also uniformed and do not have the specialized training of BSD officers. This is why they generally cannot be integrated with

<sup>1</sup> National Policing Institute (NPI). (2024, January 10). Justice Department releases new guide on the use of specialized units in law enforcement agencies. Office of Public Affairs | Justice Department Releases New Guide on the Use of Specialized Units in Law Enforcement Agencies | United States Department of Justice. <https://www.justice.gov/opa/pr/justice-department-releases-new-guide-use-specialized-units-law-enforcement-agencies>

<sup>2</sup> State of California Department of Justice. OpenJustice. (n.d.). <https://openjustice.doj.ca.gov/exploration/crime-statistics/crimes-clearances>



BSD absent exigent circumstances. Investigations personnel typically conduct long-term investigations like homicides, sexual assaults, human trafficking, undercover operations, or long and meticulous surveillance. They cannot be removed from these investigations to assist BSD, and it is generally unsafe to use undercover Detectives in an exposed enforcement role, which BSD represents.

Using specialized units and directed policing is an effective tool for Law Enforcement to reduce crime and address community priorities. Sunnyvale DPS has historically used the temporary and seasonal BSD to address burglaries and property crimes during the holiday season in Sunnyvale. BSD has been effective during its operational periods in making arrests of thieves and burglary rings, seizing firearms, making narcotics arrests, and supporting patrol operations.

Examples of BSD's effectiveness include:

- Holiday Season 2018 – 80 proactive contacts, 39 arrests, four burglary "crews" arrested, two guns seized.
- Holiday Season 2020 – 41 arrests, five arrests of violent suspects, nine burglary arrests, eight narcotics arrests, and dismantling an interstate fraud ring that gained media attention. <https://www.sfchronicle.com/crime/article/Sunnyvale-police-arrest-5-on-suspicion-of-1-15773985.php>
- BSD conducted burglary prevention education.
- BSD managed a bait package prevention operation that gained media attention. <https://www.ktvu.com/news/police-in-sunnyvale-are-using-decoy-packages-to-combat-porch-pirates>
- BSD assisted Patrol with surveillance and arrest of an in-progress theft at Dick's sporting goods. The suspect was ultimately contacted and determined to be on Parole for PC Assault with a Deadly Weapon. A search was conducted, and officers located a concealed knife and burglary tools. The suspect was arrested.
- BSD Responded to a report of a possible package theft in progress at an apartment complex. The suspect vehicle was located, and BSD set up surveillance on the vehicle. Patrol developed probable cause for the burglary and identified the suspect.
- BSD located a motorcycle with no license plates. Surveillance was conducted, and a subject was detained. The subject was on probation for Vehicle Theft, Burglary, and gun-related charges. He was found to be in possession of brass knuckles and was arrested.
- BSD assisted with apprehending a wanted suspect for Vehicle Theft and Domestic Violence. He was also wanted for an outstanding 100K felony warrant

for burglary and was a Mountain View burglary suspect. The individual was located inside a stolen vehicle and arrested.

- BSD located a suspect who was known to commit package thefts and had a current case with a pending warrant for burglary in Sunnyvale. The suspect was determined to have an outstanding warrant, and a search of his person revealed several burglary tools. The suspect was arrested for the warrant and the burglary tools.
- BSD located a stolen vehicle and conducted surveillance. Three suspects were seen removing items from a separate vehicle and putting it into the stolen vehicle. BSD conducted a stop on the individuals. Two of the suspects attempted to flee on foot but were quickly detained by BSD. A search of one of the suspects revealed a firearm, and the other two suspects were found to be on probation. The second vehicle the suspects were in was ultimately determined to be an unreported stolen vehicle out of Santa Clara. All three suspects were arrested for various charges. Numerous items were located and recovered. Further investigation revealed the items were taken from an unreported commercial burglary.
- BSD assisted with a Domestic Violence case with a suspect who was known to carry a firearm. After extensive surveillance of the suspect's vehicle and residence. The suspect ultimately left the residence and was detained and arrested without incident.
- BSD witnessed a vehicle leaving the LOWES parking lot with an expired registration of 2021. A traffic stop was conducted, and the driver was determined to be on Probation for Vehicle Theft. The passenger was found to have a felony warrant for Grand Theft. During a vehicle search, BSD located several hundreds of articles of stolen mail with 31 confirmed victims, numerous clothing from different department stores with tags and anti-theft devices still intact, tablets, phones, burglary tools, jewelry, hundreds of keys including mailbox keys, and a postal employee uniform. Both suspects were arrested.
- BSD assisted Patrol with a Domestic Violence case in which a suspect, who was known to carry a gun, was also stalking the victim. Due to the ongoing threats to the victim, extensive surveillance was conducted on the suspect. Through surveillance, officers were able to determine the suspect had changed vehicles through a rental agency. The suspect returned to the area where the victim was staying. Due to the potential threat to the victim, a traffic stop was conducted on the vehicle. The suspect fled but was ultimately located hiding in a dumpster enclosure and arrested without incident.

### **Specifications**

BSD is categorized as a special enforcement unit and will be assigned to the Bureau of Police Services – Division of Police Operations and report directly to a patrol Captain.

BSD's hours and schedule will be designed to allow for the unit to work equally with both patrol teams to enhance communication and visibility. Specialized training will take place on duty whenever possible. BSD personnel will use a combination of uniformed enforcement and plainclothes activities depending on the nature of the mission. BSD will drive code 3-equipped unmarked vehicles.

### **Fiscal Impact**

The initial (one-time) cost for this unit includes:

<b>Description</b>	<b>Cost</b>	<b>Quantity</b>	<b>Total</b>
Recruitment Cost: Public Safety Officer II*	\$ 397,539.00	5	\$ 1,987,695.00
Vehicle – Police Unmarked car	\$ 70,000.00	5	\$ 350,000.00
Patrol MDT (rugged laptop with air card)	\$ 5,000.00	5	\$ 25,000.00
<i>*cost based on current DPS Recruitment Project budget</i> <b>Total</b>			<b>\$2,362,695.00</b>

The ongoing (annual) cost for the unit approximately \$1,445,453 per year.

<b>Description</b>	<b>Cost</b>	<b>Quantity</b>	<b>Total</b>
4601 – Public Safety Lieutenant	\$ 317,905.00	1	\$ 317,905.00
3001 – Public Safety Officer II	\$ 263,137.00	4	\$ 1,052,548.00
Vehicle – replacement Cost per year	\$ 14,000.00	5	\$70,000.00
Patrol MDT (rugged laptop with air card)	\$ 1,000.00	5	\$5,000.00
<b>Total</b>			<b>\$1,445,453.00</b>



# City of Sunnyvale

## Agenda Item

---

**24-0245**

**Agenda Date: 2/15/2024**

---

### Budget Proposal Summary Form

#### **NUMBER**

2024-04

**TITLE** Increase Staffing Levels for the Department of Public Safety Traffic Safety Unit

#### **BACKGROUND**

**Lead Department:** Department of Public Safety

#### **Sponsor:**

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

#### **SCOPE OF ISSUE**

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

Councilmember Melton sponsored a budget proposal to increase staffing levels of the Traffic Safety Unit citing ongoing community concerns about traffic safety and the City's goals under its Vision Zero Plan. The current budgeted positions include one supervisor (Public Safety Lieutenant) and three (3) Public Safety Officer IIs (PSOII). Revised staffing would consist of one supervisor and either 4 or 5 PSOIIs.

##### **Key Elements: Staffing, Funding for Overtime, Collision Data**

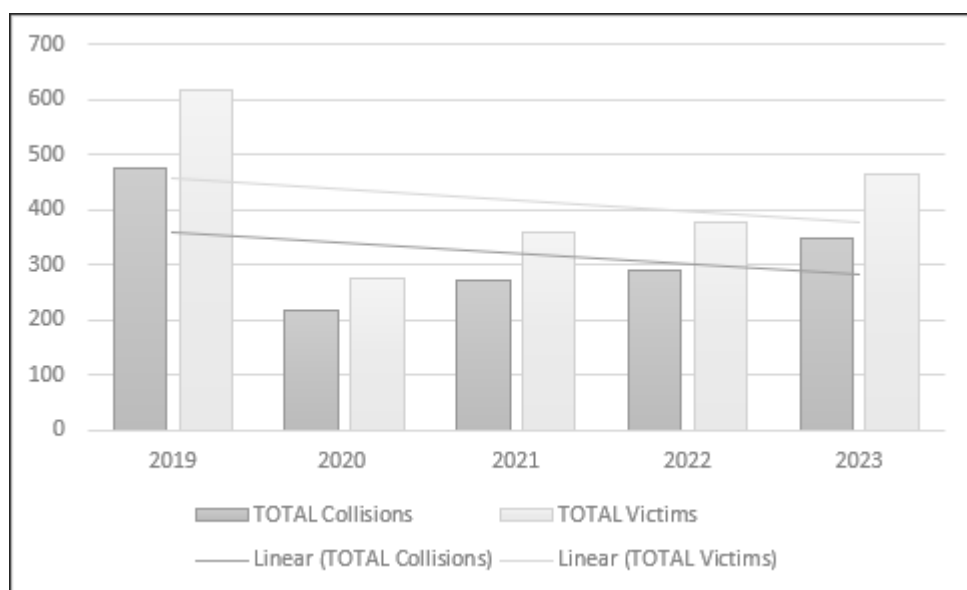
The Traffic Safety Unit is housed in DPS Program 12100 - Police Services. The budgeted positions allocated to the Traffic Safety Unit currently include one (1) Public Safety Lieutenant, who functions as a supervisor, and three (3) Public Safety Officer IIs (PSO IIs). Due to staffing shortages, the Traffic Safety Unit carried a vacant position for the past several fiscal years; that is, the unit was comprised of one (1) Lieutenant and two (2) PSOIIs. As of January 2023, the unit was fully staffed.

The Traffic Safety Unit utilizes motorcycles to conduct enforcement on weekdays. The Unit conducts special enforcement operations during evening and weekend hours. The Traffic Safety Unit is primarily funded by General Fund revenue and supplemented by grant funds. In FY23/24, the Traffic Safety Unit was awarded \$100,000 from the California Office of Traffic Safety (OTS) to fund overtime costs for targeted traffic enforcement addressing primary crash factors (PCF), distracted driving, speed violations, bicycle and pedestrian safety, and impaired driving (DUI). DPS has been the recipient of annual OTS traffic enforcement and education grants for more than 10 years.

DPS annually evaluates data on the total number and types of crashes. The table below represents Sunnyvale crash data for the past five years. During 2020 and 2021, the impact of COVID shutdowns substantially reduced the number of crashes because there were fewer vehicles on the road. As the shutdowns ended, there was an anticipated increase in traffic collision activity as cars returned to the

roadways and traffic became denser, particularly during commute hours. As such, data from 2020 and 2021 is not used as comparators or indicators: rather, the baseline for analysis is pre-COVID (2019) data. The data shows that the total number of collisions in 2023 was 26.8% lower than 2019. The total number of crash victims was 24.7% lower.

	2019	2020	2021	2022	2023
Fatal Collisions	1	6	1	6	2
Injury Collisions	476	211	270	283	347
<b>TOTAL Collisions</b>	<b>477</b>	<b>217</b>	<b>271</b>	<b>289</b>	<b>349</b>
Traffic Fatalities - Victims	1	6	1	6	2
Traffic Injuries - Victims	615	269	357	370	462
<b>TOTAL Victims</b>	<b>616</b>	<b>275</b>	<b>358</b>	<b>376</b>	<b>464</b>



In addition to the above analysis, OTS crash rankings were reviewed for this report. OTS uses crash data provided by California cities and counties to create its annual traffic safety ranking. The ranking is done by comparing crash data from California cities/counties to other cities/counties of similar size. A higher-ranking number indicates a stronger safety indicator. OTS rankings in Sunnyvale for 2019 were 42/59; 58/61 in 2020; and 50/60 in 2021. To understand these rankings, consider that in 2019, Sunnyvale ranked safer than 71.2% of cities the same size; in 2020, safer than 95%; and in 2021, safer than 83.3%. OTS 2022 and 2023 rankings are not yet available.

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

Goal SN-3 Safe and Secure City

- Policy SN-3.2 Control Conduct recognized as threatening to life and property.

**Is the budget proposal a:** Operating and Project (recruitment costs).

**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.**

This is a proposed increase to the DPS operating budget. The total DPS budgeted sworn FTEs would be increased by one or two positions by the addition of PSO IIs to the Traffic Safety Unit (Program 12102).

### **FISCAL IMPACT**

The fiscal impact is based on the addition of two PSO IIs.

<b>Description</b>	<b>Cost per PSO II*</b>	<b>Quantity</b>	<b>Total</b>
Recruitment Cost: Public Safety Officer II	\$ 397,539	2	\$ 795,078
Vehicle - Motorcycle	\$ 33,000	2	\$ 66,000
Patrol MDT (rugged laptop with air card)	\$ 5,000	2	\$ 10,000
<b>Total</b>			<b>\$ 871,078</b>

The annual cost for this team is as follows:

<b>Description</b>	<b>Cost per PSO II*</b>	<b>Quantity</b>	<b>Total</b>
Personnel 3001 - Public Safety Officer II	\$ 263,137	2	\$ 526,274
Vehicle - replacement Cost per year	\$ 6,600	2	\$ 13,200
Patrol MDT (rugged laptop with air card)	\$ 1,000	2	\$ 2,000
<b>Total</b>			<b>\$ 541,474</b>

*\*Preliminary estimate of current costs for recruitment projects and operations*

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

Operating Issue (Annual Operating Costs, ongoing) . . . .	\$ 541,474
Capital/Project (Project Cost, one-time) . . . . .	\$ 871,078

The twenty-year estimate for ongoing costs is \$13,536,850.

### **Recommended funding source:**

Other

### **Please describe recommended funding source:**

General Fund

### **STAFF RECOMMENDATION**

**Position:** Defer budget proposal to future fiscal year.

### **Explanation:**

The current budgeted staffing of the Traffic Safety Unit is one (1) Public Safety Lieutenant and three (3) Public Safety Officer IIs. Due to staffing limitations, the unit carried one vacancy for several years leading up to February 2023, when all three PSO II positions were filled. DPS recommends deferring

this budget proposal to allow collection and evaluation of data now that the unit is fully staffed. In balancing available funding resources against Public Safety staffing needs, statistics related to workload are an important factor. The need can be better assessed from a perspective of a fully staffed unit.

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

Reviewed by: Tim Kirby, Director, Finance Department

Approved by: Kent Steffens, City Manager



# City of Sunnyvale

## Agenda Item

---

**24-0270**

**Agenda Date: 2/15/2024**

---

### Budget Proposal Summary Form

#### **NUMBER**

2024-05

**TITLE** Increase the Service Level Pertaining to City Legislative and Funding Advocacy

#### **BACKGROUND**

**Lead Department:** Office of the City Manager

#### **Sponsor:**

City Manager

#### **SCOPE OF ISSUE**

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

Proactive participation in the federal and state legislative process is becoming more imperative for municipal governments as new federal and state laws threaten to constrain local authority, impose unfunded mandates, divert local resources and revenues, or simply do not align with Sunnyvale's needs and priorities. The City's existing Intergovernmental Program is limited in scope and effectiveness due to lack of dedicated legislative and funding advocacy resources.

The City Manager recommends that Council consider increasing the level of service of the Intergovernmental Program to include legislative and funding advocacy services that would proactively anticipate, track, respond and effectively influence federal, state and regional laws and policies and advocate for funding for priority capital projects in Sunnyvale. This budget proposal presents an option to proactively advocate the City's identified priorities and strategies.

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

Council Policy 7.3.1 Legislative Management - Goals and Policies

Council Policy 7.4.14 Legislative Advocacy Positions

Council Policy 7.4.15 Council Advocacy

**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.**

This budget proposal would provide funding for federal and state legislative advocacy services and for funding advocacy, including grant consulting services. These services would proactively anticipate, track, respond and effectively influence Federal, State, and regional laws and policies. Legislative advocacy services would include meeting with Council and key City leaders and developing and implementing a legislative strategy for the City; building and strengthening



relationships relevant to that strategy in Sacramento and Washington, DC; tracking legislation and drafting position letters, drafting proactive bill language; and providing regular progress reports to City Council.

Funding advocacy could include developing a strategic funding plan; pursuing state and federal funding opportunities; identifying grant funding opportunities and developing or reviewing grant applications; providing post-grant submittal advocacy; and following-up on unsuccessful grant applications. City staff would likely still be required to work closely with consultants on grant applications, but having an additional tool in the City's toolkit toward pursuing federal and state funding opportunities would be a beneficial catalyst to several key City projects and initiatives.

**FISCAL IMPACT****Projected cost (list rough annual cost of budget proposal):**

Operating Issue (Annual Operating Costs, ongoing) . . . . .	\$200,000
Capital/Project (Project Cost, one-time) . . . . .	\$0
Total (Associated Annual Operating Costs) . . . . .	\$200,000

**Recommended funding source:**

Other

**Please describe recommended funding source:**

General Fund

**STAFF RECOMMENDATION**

**Position:** Refer budget proposal for consideration in Recommended Budget.

**Explanation:** Sunnyvale has a robust set of Legislative Advocacy Positions outlined in Council Policy 7.4.14. Successfully advancing these priorities, which are increasing in importance as regional, statewide, and national policy challenges intensify, requires dedicated resources, relationships and skill sets that most cities of Sunnyvale's size obtain through professional lobbyists. Engaging contract services in the areas of legislative and funding advocacy could yield a significant return on investment for the City.

A lobbyist firm has extensive knowledge about state and federal legislative processes, longstanding relationships with elected officials and agencies, and experienced staff. A lobbyist firm can also ensure that the City is aware of and compliant with new state and federal funding opportunities, regulations, and corresponding deadlines.

Reviewed by: Sarah Johnson-Rios, Assistant City Manager

Reviewed by: Tim Kirby, Director of Finance

Approved by: Kent Steffens, City Manager



# City of Sunnyvale

## Agenda Item

---

**24-0274**

**Agenda Date: 2/15/2024**

---

### Budget Proposal Summary Form

#### **NUMBER**

2024-06

**TITLE** Curb Painting Program

#### **BACKGROUND**

**Lead Department:** Department of Public Works

#### **Sponsor:**

Councilmembers: Mehlinger, Klein, Srinivasan, Melton, Cisneros

#### **SCOPE OF ISSUE**

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

Curb paint helps define where vehicle parking is prohibited or limited. Over time, curb paint will fade or become worn out, making it difficult for drivers to determine if they are allowed to park in the area or what the restrictions are. Additionally, many drivers appear to be unaware that it is illegal to block a fire hydrant when the curb is not painted.

In October 2023, Governor Newsom signed Assembly Bill (AB) 413, which amends Section 22500 of the Vehicle Code to also restrict vehicle parking within 20 feet of the vehicle approach side of any unmarked or marked crosswalk or 15 feet of any crosswalk where a curb extension is present. Although AB 413 aims to improve visibility for pedestrians by restricting parking near crossings, the public may not be aware of the new law and unintentionally park in unmarked areas.

This budget proposal would allocate an initial capital expenditure of \$80,000 to purchase a work truck and miscellaneous equipment to outfit the truck and support curb painting, and \$192,565 per year for one staff person (Maintenance Worker I/II) and materials necessary to install and maintain a curb painting program throughout the City. Transportation staff would work with the Streets and Operations crew to prioritize curbs for painting initially until necessary curbs at intersections are painted throughout the City. Once painting is complete, the newly painted curbs would require ongoing maintenance. Residents are currently able to request curb painting through Access Sunnyvale, by emailing Transportation staff, or in person at City Hall. Such requests would be investigated and prioritized based on staff's metrics. Investigation includes a field visit to the site and conducting measurements before the curb can be painted.

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

General Plan, Chapter 3, *Land Use and Transportation Element Policies*:

- **LT-3 - An Effective Multimodal Transportation System:** Offer the community a variety of transportation modes for local travel that are also integrated with the regional transportation

system and land use pattern. Favor accommodation of alternative modes to the automobile as a means to enhance efficient transit use, bicycling, and walking and corresponding benefits to the environment, person-throughput, and qualitative improvements to the transportation system environment.

- **LT-3.8** - Prioritize safe accommodation for all transportation users over non-transportation uses. As city streets are public spaces dedicated to the movement of vehicles, bicycles, and pedestrians, facilities that meet minimum appropriate safety standards for transport uses shall be considered before non-transport uses are considered.
- **LT-3.24** - Ensure effective and safe traffic flows for all modes of transport through physical and operational transportation improvements.

The City's Active Transportation Plan and the Roadway Safety Plan recommend red curbing 15-20 feet from the corner of an intersection to improve visibility by removing parked vehicles from the sightline.

**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.**

Fund an additional staff person (Maintenance Worker I/II) to manage and implement painting curbs.

#### **FISCAL IMPACT**

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

Operating Issue (Annual Operating Costs, ongoing) . . . . .	\$ 192,565
Capital/Project (Project Cost, one-time) . . . . .	\$ 80,000
Total (Association Annual Operating Costs) . . . . .	\$ 272,565

Operating costs are estimated at \$4,814,125 over twenty years.

##### **Recommended funding source:**

Primarily General Fund

##### **Please describe recommended funding source:**

General Fund offset by other applicable funding sources, such as Fund 2401 - Parking District.

#### **STAFF RECOMMENDATION**

**Position:** Refer budget proposal for consideration in Recommended Budget.

##### **Explanation:**

Red curbs indicate where parking is prohibited and serve an important purpose for traffic management and public safety. At intersections and mid-block crossings, a clear sightline between drivers and pedestrians improves visibility and transportation safety at marked and unmarked pedestrian crossings. Red curbs also highlight the presence of fire hydrants. This ensures that emergency services have unobstructed access to hydrants in the event of a fire. Furthermore, red curbs help drivers understand and comply with parking restrictions, reducing the likelihood of traffic violations. Deterring drivers from parking in prohibited areas with red curbs further supplements the enforcement efforts of Department of Public Safety (DPS) officers. Whether the curb is marked or

unmarked, DPS officers will cite vehicles parked in restricted areas in compliance to existing laws, but having curb painted will allow the public to clearly understand where parking is prohibited.

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