



CITY OF MOUNTAIN VIEW

MEMORANDUM

Community Development Department

DATE: March 15, 2018

TO: Council Environmental Sustainability Committee

FROM: Steve Attinger, Environmental Sustainability Coordinator
Wayne Chen, Assistant Community Development Director
Randal Tsuda, Community Development Director

SUBJECT: Environmental Sustainability Action Plan 3 Status Update

PURPOSE

This memorandum presents a status update on Environmental Sustainability Action Plan 3 (ESAP-3).

RECOMMENDATION

Provide any input to staff based on this midcycle ESAP-3 status report.

BACKGROUND

The City Council adopted the City's first Environmental Sustainability Action Plan (ESAP) in March 2009 to serve as a road map for achieving the City's short- and long-term sustainability goals. Many of the initiatives included in the ESAP were identified as proposed strategies and actions in the 2008 Environmental Sustainability Task Force (ESTF) final recommendations. The ESAP identified 25 initiatives for completion between Fiscal Years 2008-09 and 2010-11.

After receiving input from the Council Environmental Sustainability Committee (CESC) and the community, the City Council adopted Environmental Sustainability Action Plan 2 (ESAP-2) in April 2012. ESAP-2 identified 32 initiatives for completion between Fiscal Years 2011-12 and 2013-14. All actions from ESAP-1 and ESAP-2 have been completed.

Based on additional CESC and community feedback, the City Council adopted Environmental Sustainability Action Plan 3 (ESAP-3) in September 2016, identifying 37 initiatives for completion between Fiscal Years 2016-17 and 2018-19. These initiatives

were primarily drawn from the City's communitywide Climate Protection Roadmap (CPR) and Municipal Operations Climate Action Plan (MOCAP).

ANALYSIS

Of the 37 actions in ESAP-3, 30 are in Fiscal Years 2016-17 and 2017-18. As shown in Attachment 1, 80 percent of these 30 actions have been started, and 37 percent have been completed. However, a number have been delayed due to Environmental Sustainability staffing constraints and the substantial additional staff time required to conduct the analysis, public process, and other tasks associated with the new Environmental Sustainability Task Force 2 (ESTF-2), described below.

Following is a status summary of the 30 actions that span Fiscal Years 2016-17 and 2017-18.

- 10 (37 percent) are complete.
- Seven (20 percent) are in process (in a midway stage).
- Four (13 percent) are started but not active.
- Three (10 percent) are started (in an early stage).
- Six (20 percent) are not started.

Of these 30 actions, 15 (50 percent) are being directly or partially led by Environmental Sustainability staff, while the other 15 are being led by other City staff.

Environmental Sustainability Program Cost Savings

The City began its Environmental Sustainability program ten years ago. Over that time, city operations sustainability initiatives led by sustainability staff or other staff have created cost savings in various areas. Based on a conservative calculation of *some of the major projects*, staff estimates that these projects have generated approximately \$2,925,000 in cumulative savings over the ten years (excluding initial project costs, operation and maintenance expenses, or staff time). See Table 1.

Table 1: Cumulative Cost Savings of Some Major Sustainability Projects, 2008-2017

| Area | 10-Year Cumulative Savings ¹ |
|----------------------------|---|
| Landfill Microturbines | \$1,000,000 |
| Building Energy Efficiency | \$900,000 |
| Streetlight Upgrades | \$425,000 |
| Green Team Initiatives | \$350,000 |
| Solar PV Installations | \$250,000 |
| TOTAL | \$2,925,000 |

Environmental Sustainability Program Workload

The City’s ESAPs have been developed at specific points in time based on the best information currently available, community input, and the direction and priorities of the City Council. While the ESAPs have provided the guiding direction for the City’s sustainability activities, Environmental Sustainability staff has periodically worked on other projects that fall within the section’s overall responsibilities but outside the scope of the current ESAP, such as the process of developing ESAP-2 and ESAP-3. Also, projects have periodically arisen that were outside the scope of the current ESAP, such as applying for and implementing grant projects or working on multi-city collaborative initiatives (e.g., Silicon Valley Collaborative Renewable Energy Procurement, Silicon Valley Clean Energy). As a result, workload has increased over time. Going forward, to pursue projects outside of the current ESAP, one or more existing ESAP projects will need to be deferred or reprioritized.

Key Projects Not in ESAP-3

The following three projects are not contained in ESAP-3 but need to be completed within the ESAP-3 timeline, by June 2019. Project A was directed by the City Council in September 2017, and Projects B and C naturally follow Project A.

Project A: Environmental Sustainability Task Force 2

Environmental Sustainability Task Force 2, a Council advisory body of 33 appointed community members who live or work in Mountain View, has been meeting since September 2017. They will continue to meet through June 2018, with the purpose of helping the City meet its climate goals by: (1) evaluating whether current City

¹ These cost savings do not consider initial project costs, operation and maintenance expenses, or staff time.

sustainability plans and goals should be modified based on new technologies and processes for addressing climate change; and (2) extending the capacity of Environmental Sustainability staff (through June 2018) in the areas of residential and business outreach and regional collaboration and advocacy. Through a series of recommendations, ESTF-2 will identify specific actions to reduce community greenhouse gas emissions, particularly from the transportation sector. These actions will be ranked and prioritized for 2020, 2025, and 2030.

The ESTF-2 has held at least monthly meetings, and in total, 13 general meetings, five outreach events, and two community input meetings have been planned through June 2018. Each general meeting has required staff to prepare and provide agendas, minutes, and presentations, and substantial additional time across two staff members has been required to create workflow processes, respond to data requests, and coordinate other logistical matters.

Project B: Environmental Sustainability Task Force 2 Recommendations Analysis

Following receipt of the ESTF-2 final report, staff will conduct a cost-benefit analysis of the recommendations.

Project C: Environmental Sustainability Action Plan 4 Development

Following a cost-benefit analysis of the ESTF-2 recommendations, staff will prepare Environmental Sustainability Action Plan 4 (ESAP-4) for Fiscal Years 2019-20 through 2021-22 for CESC review and Council adoption.

NEXT STEPS

Committee input on this midcycle ESAP-3 status report will be forwarded to the City Council. Then, after ESTF-2 has concluded its work in June, staff will review and analyze its recommendations. Based on these recommendations, staff will proceed with developing and presenting ESAP-4 to the CESC for feedback. Should there be ESTF-2 recommendations that staff believes are appropriate to begin in Fiscal Year 2018-19, staff will return to the Committee with proposed revisions to ESAP-3.

COMMITTEE INPUT

Committee input is requested on the following questions:

1. Does the CESC agree with the process described under “Next Steps”?
2. Does the Committee have any other input?

SA-WC-RT/2/CDD

816-03-15-18M-E-2

Attachment: 1. Environmental Sustainability Action Plan 3 Status Details

cc: CDD, PWD, CTO, ACDD, APWD – Cameron

Environmental Sustainability Action Plan 3 - 2016-2019 - Status Details

Shaded rows are actions deemed higher priority by the City Council

FY 2016-2017 - NEW Actions: Community

| # | Action | Lead Depts. | Lead Divs. or Sections | Level of Effort | Funding Approved | Est. Cost | Status | Completion Date (Est.) |
|---|---|-------------|-------------------------------|-----------------|---|-------------------|---------------------|------------------------|
| 1 | Streamline permitting for heat pumps for space heating and hot water. | CDD | Building | Low | Absorb in existing staff and budget resources | | COMPLETE | Jun. 2017 |
| 2 | Explore the feasibility of installing additional EV chargers on city property. | CDD | Sustainability | Med. | Absorb in existing staff and budget resources | | STARTED, NOT ACTIVE | On-going |
| 3 | Complete 2015 community greenhouse gas inventory. | CDD | Sustainability | Med. | Y | \$15,000 | COMPLETE | Feb. 2018 |
| 4 | Exempt Zero Net Energy (ZNE) building retrofits/remodels from planning permits and reduce building plan check fees. | CDD | Building | Low | Absorb in existing staff and budget resources | | IN PROCESS. | Jun. 2018 |
| 5 | Develop City requirements for solar PV and EV installations in residential and non-residential new construction and remodels. | CDD | Sustainability/Bldg./Planning | Med. | Absorb in existing staff and budget resources | | IN PROCESS | Dec. 2018 |
| 6 | Develop a plan and implement SVCE and overall sustainability outreach and engagement programs targeting residents, businesses, and employees. | CDD | Sustainability | Med.-High | Y | \$55,000-\$65,000 | COMPLETE | Jun. 2017 |

FY 2016-2017 - NEW Actions: Municipal Operations

| # | Action | Lead Depts. | Lead Divs. or Sections | Level of Effort | Funding Approved | Est. Cost | Status | Completion Date (Est.) |
|----|---|-------------|---------------------------|-----------------|---|--------------------------------|---------------------|------------------------|
| 7 | Explore installing sub-meters at City facilities for better energy tracking. | PWD | Facilities | Med. | N | \$30,000 | COMPLETE | Jun. 2017 |
| 8 | Develop a building management policy that requires City buildings to be retro-commissioned at minimum five-year intervals to ensure optimal facility operations. | CDD/PWD | Sustainability/Facilities | Med. | Absorb in existing staff and budget resources | | IN PROCESS | Dec. 2018 |
| 9 | Investigate whether an alternative fuel is an effective greenhouse gas reduction strategy for a few heavy-duty fleet vehicles. | PWD | Fleet | Med. | Absorb in existing staff and budget resources | | COMPLETE | Jun. 2017 |
| 10 | Implement telematics system in City fleet vehicles to optimize driving efficiency. | PWD | Fleet | Med. | Y | \$20,000 | STARTED | Jun. 2020 |
| 11 | Identify and adopt waste reduction and diversion goals for City operations. | PWD | Solid Waste | Med. | Y | Staff time | STARTED | Dec. 2018 |
| 12 | Explore the feasibility of installing solar PV systems at additional City facilities. | CDD/PWD | Sustainability/Facilities | Med. | Y | \$20,000 | IN PROCESS | May 2018 |
| 13 | Perform remaining lighting upgrades at City parking lots. (CIP Project 12-31) | PWD | Public Services | Med. | Y | \$30,000 | COMPLETE | May 2017 |
| 14 | Explore placing green waste bins at parks to support the organics collection program. | CSD | Parks | Med. | Absorb in existing staff and budget resources | | COMPLETE | Dec. 2017 |
| 15 | Purchase 100% renewable energy for City operations through the Silicon Valley Clean Energy CCE program. | CDD | Sustainability | Low-Med. | Y | \$25,000-\$30,000 ³ | COMPLETE | Apr. 2017 |
| 16 | Adopt LEED Gold as the minimum standard for new city facilities and city building renovations over 10,000 square feet. | CDD | Sustainability | Low-Med. | Absorb in existing staff and budget resources | | STARTED, NOT ACTIVE | Jun. 2019 |
| 17 | Create a process for allocating some of the savings and rebates from sustainability projects toward new sustainability projects. | CDD/FASD | Sustainability/Accounting | Med. | Absorb in existing staff and budget resources | | STARTED, NOT ACTIVE | Jun. 2019 |
| 18 | Complete 2015 municipal operations greenhouse gas inventory. | CDD | Sustainability | Med.-High | Y | \$20,000 | COMPLETE | Feb. 2018 |
| 19 | Work with PG&E to upgrade 400-500 of their streetlights. | PWD | Public Services | Med. | N/A | N/A | COMPLETE | Sep. 2016 |
| 20 | Create Transportation Demand Management (TDM) application requirements, thresholds for which development projects require TDMs, and standardized compliance requirements. | CDD | Planning | Low-Med. | Absorb in existing staff and budget resources | | NOT STARTED | Unknown |

CDD = Community Development Department; CSD = Community Services Department; FASD = Finance and Administrative Services Department; IT = Information Technology; PWD = Public Works Department

FY 2017-2018 - NEW Actions: Community

| # | Action | Lead Depts. | Lead Divs. or Sections | Level of Effort | Funding Approved | Est. Cost | Status | Completion Date (Est.) |
|----|---|-------------|------------------------|-----------------|---|-----------|---------------------|------------------------|
| 21 | Explore requiring energy audits for residential and non-residential new construction (at point of sale), tenant improvements, and remodels. | CDD | Sustainability | Med. | Absorb in existing staff and budget resources | | STARTED, NOT ACTIVE | Jun. 2019 |
| 22 | Explore new recycling, composting, and garbage processing technologies for the SMaRT Station. | PWD | Solid Waste | High | Y | \$293,000 | IN PROCESS | Feb. 2019 |
| 23 | Continue implementing an overall sustainability outreach and engagement program targeting residents, businesses, and employees. | CDD | Sustainability | Med.-High | Y | Variable | IN PROCESS | On-going |

FY 2017-2018 - NEW Actions: Municipal Operations

| # | Action | Lead Depts. | Lead Divs. or Sections | Level of Effort | Funding Approved | Est. Cost | Status | Completion Date (Est.) |
|----|---|-------------|-------------------------------|-----------------|---|-------------------------|---|------------------------|
| 24 | Explore setting organization-wide or department-level paper reduction targets. | IT/ CDD | IT/ Sustainability | Low | Absorb in existing staff and budget resources | | NOT STARTED | Unknown |
| 25 | Explore opportunities to install solar hot water heaters on City properties. | PWD/ CDD | Facilities/ Sustainability | Med. | Y | TBD | STARTED | Jun. 2019 |
| 26 | Upgrade lighting at City-owned parking garages. | PWD | Facilities | Med. | N | \$109,336 | NOT STARTED. Funding requested in FY 2018-19 CIP. | Jun. 2019 |
| 27 | Upgrade lighting at Cuesta Park tennis courts. | PWD | Facilities | Med. | N | \$144,000 | NOT STARTED. Delayed to FY 2019-20. | Jun. 2020 |
| 28 | Upgrade lighting at Rengstorff Park tennis courts. | PWD | Facilities | Med. | N | \$96,000 | NOT STARTED. Delayed to FY 2019-20. | Jun. 2020 |
| 29 | Purchase 100% renewable energy for City operations through the Silicon Valley Clean Energy CCE program. | CDD | Sustainability | Low | Y | \$100,000- \$125,000 | IN PROCESS | Jun. 2018 |
| 30 | Amend the zoning ordinance to exempt specific environmental-related building improvements from requiring a planning permit. | CDD | Planning | Low-Med. | Absorb in existing staff and budget resources | | NOT STARTED | Unknown |

FY 2018-2019 - NEW Actions: Community

| # | Action | Lead Depts. | Lead Divs. or Sections | Level of Effort | Funding Approved | Est. Cost | Status | Completion Date (Est.) |
|----|---|-------------|------------------------|-----------------|------------------|--------------|-------------------------------------|------------------------|
| 31 | Complete 2017 community greenhouse gas inventory. | CDD | Sustainability | Med. | N | \$30,000 | NOT STARTED | Jun. 2019 |
| 32 | Evaluate updating the Mountain View Green Building Code. | CDD | Building | Med.-High | N | \$0-\$10,000 | NOT STARTED. Delayed to FY 2019-20. | Jan. 2020 |
| 33 | Continue implementing an overall sustainability outreach and engagement program targeting residents, businesses, and employees. | CDD | Sustainability | Med.-High | N | Variable | NOT STARTED | Jun. 2019 |

FY 2018-2019 - NEW Actions: Municipal Operations

| # | Action | Lead Depts. | Lead Divs. or Sections | Level of Effort | Funding Approved | Est. Cost | Status | Completion Date (Est.) |
|----|---|--------------|-------------------------------|-----------------|---|-------------------------|-------------|------------------------|
| 34 | Update the Environmentally Preferable Purchasing Policy. | FASD/ CDD | Purchasing/ Sustainability | Low-Med. | Absorb in existing staff and budget resources | | NOT STARTED | Unknown |
| 35 | Replace paper-based work order management system with mobile devices for Fleet and Parks staff. (CIP Project 15-18) | IT | IT | High | Y | \$350,000 | NOT STARTED | Unknown |
| 36 | Purchase 100% renewable energy for City operations through the Silicon Valley Clean Energy CCE program. | CDD | Sustainability | Low | N | \$100,000- \$125,000 | NOT STARTED | Jun. 2019 |
| 37 | Update Building Division software to track historic sustainability-related project permits. | CDD | Building | High | N | \$35,000 | NOT STARTED | Jun. 2019 |