



**Beverly Hills City Council Liaison / BHUSD Committee will conduct a Special Meeting, at the following time and place, and will address the agenda listed below:**

**CITY HALL  
455 North Rexford Drive  
4<sup>th</sup> Floor Conference Room A  
Beverly Hills, CA 90210**

**Thursday, March 9, 2017  
9:00 AM**

**AGENDA**

- 1) Public Comment
  - a. Members of the public will be given the opportunity to directly address the Committee on any item listed on the agenda.
- 2) ER trenching
- 3) Update on lead agency to close down the oil well at BHHS
- 4) Joint Powers Agreement (JPA) update
- 5) Update on school construction
- 6) Adjournment

A handwritten signature in black ink, appearing to read "Byron Pope", written over a horizontal line.

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**Byron Pope, City Clerk**

**Posted: March 6, 2017**



In accordance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please call the City Manager's Office at (310) 285-1014. Please notify the City Manager's Office at least twenty-four hours prior to the meeting so that reasonable arrangements can be made to ensure accessibility.



**CITY OF BEVERLY HILLS**  
**COMMUNITY SERVICES DEPARTMENT**

**MEMORANDUM**

**TO:** City-School District Liaison Members

**FROM:** Nancy Hunt-Coffey

**DATE:** March 9, 2017

**SUBJECT:** El Rodeo Trenching

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The School District has requested that the trenching at El Rodeo School be discussed by the City and District liaisons.

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**CITY OF BEVERLY HILLS**  
**COMMUNITY SERVICES DEPARTMENT**

**MEMORANDUM**

**TO:** City-School District Liaison Members  
**FROM:** Nancy Hunt-Coffey  
**DATE:** March 9, 2017  
**SUBJECT:** Update on lead agency to close down the oil well at BHHS

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The School District has requested that the lead agency to close down the oil well at Beverly Hills High School be discussed by the City and District liaisons.

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**CITY OF BEVERLY HILLS**  
**COMMUNITY SERVICES DEPARTMENT**

**MEMORANDUM**

**TO:** City-School District Liaison Members  
**FROM:** Nancy Hunt-Coffey  
**DATE:** March 9, 2017  
**SUBJECT:** Joint Powers Agreement (JPA) Update

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The current Joint Powers Agreement (JPA) between the District and the City is set to expire on June 30, 2017. As a result, a revised JPA is being discussed. At the last meeting, the liaisons came to an agreement on the JPA points related to Access and Availability, which are attached. The liaisons are asked to consider points related to "Security." Additional provisions to be discussed are maintenance and breach.

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## ***DRAFT WORKING DOCUMENT***

### **Discussion Points Regarding Access and Availability of School Facilities During City Use**

**Online Sports Schedule**—Work with City’s IT Department to establish a shared/updated online schedule for joint use. Establish timeframe and platform to be used. District will maintain the posting of the High School sports practice and game schedule. City will incorporate the scheduled use of City sponsored youth sports organizations. Shall be in place by beginning of 2017-18 school year.

**Parking**-- Guaranteed off hour use of BV, HM and BHHS lots (and any other newly constructed parking lots), including issuance of permit to parents of youth sports organizations within 1/2 hour on either side of game time. Issued week by week. Allocated spots for after school and preschool care staff. Keycards issued to City staff as necessary to access the lots.

**Permitting**—City does permitting for fields for unscheduled time, District permits rooms (e.g. Multipurpose room). Cost to help offset cost of Ambassadors. Current rates: \$100 per hour for K-8 fields, \$200 per hour for high school. Includes use of bleachers. City shall require permit holders to provide insurance against damage and personal/property damage. City shall also require a refundable security deposit. Residents shall be given first priority and shall be charged proportionately less (in line with recreation classes)

**Adult use of synthetic turf**—No adult use on K-8 school fields. City sponsored Adult Leagues will be scheduled on BHHS field. City can issue permits to adults for the BHHS field and/or allow for open adult use of the BHHS field. All other adult use is not allowed. No shared adult use when youth programs are scheduled.

**Flyer/banner distribution**—only flyers for City sponsored recreation programs and activities shall be distributed through the schools. Fliers for similar or competing services may not be distributed. Every effort will be made by the City to provide publicity electronically. If provided in print, flyers must be distributed to designated classrooms and on display in office front counter or designated publicity display. Banners advertising City sponsored programs must comply with the District’s banner policy.

**Pupil Free Day Closures**--when a pupil free day/staff development day is scheduled, there will be no field use of k-8 schools; but BHHS fields remain open and useable.

**Priority access**—School first priority, City second priority, BHEF/PTA 3rd priority after City. Includes classes, camps/events through BHEF. All 3<sup>rd</sup> priority and lower must confer with City before providing/scheduling.

**Minimum number of rooms needed**--90 days prior to each school year, City will provide use schedule with minimum number of rooms/facilities/fields needed for programs. District has maximum 60 days to respond to meet the request or discuss acceptable options. Agreed upon rooms/facilities must be kept for minimum two years or maximum term of the Agreement. Any changes to the room/facility assigned requires a meet and confer with the principal and City staff designate. Increase or reduction in request may occur based on enrollment changes within each session.

**Storage**

Rooms and facilities provided must include adequate and separate storage for City programs based on enrollment and nature of program offered. For example, separate locked storage in ceramics room, Adventure Camp rooms, STAR, Adult Basketball League, etc.

**Restrooms** – Restrooms will be cleaned prior to City afterschool and weekend use and remain open until programs are completed. Restrooms must be closest or in close proximity to existing program.

**Key Card Access**--if system is installed, access cards provided to appropriate City staff.

**District audio-visual requests and staff to operate** – City does not pay overtime for AV staff, covered under JPA.

**Summer Camps** – need access to a campus each summer for minimum 8 weeks. Need 6 month advanced notice of which campus.

**Library Access** – Continue to define Library hours each school year. Notify of any changes to the schedule.

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**English as a Second Language** –ESL will continue to be housed at the District Office. Any change to the current class schedule or room, requires meet and confer.

**New Class Promotions and Demonstrations** – the City's request to promote new classes through lunch-time and afterschool demonstrations will be accommodated.



**CITY OF BEVERLY HILLS**  
**COMMUNITY SERVICES DEPARTMENT**

**MEMORANDUM**

**TO:** City-School District Liaison Members  
**FROM:** Nancy Hunt-Coffey  
**DATE:** March 9, 2017  
**SUBJECT:** Construction Update

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The City requests that the School District provide an update on the construction that is occurring at the various schools.

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