Beverly Hills City Council /Public Works Commission Liaison 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
4th Floor Conference Room A
Beverly Hills, CA 90210

Tuesday, January 29, 2019
4:00 P.M.

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. Water Supply Fee Update

3. Culver City Stormwater Regional Project

4. Amending the definition of "BASIN" in the Water Supply Municipal Code of the City of Beverly Hills

5. Street Maintenance Update

6. City Council Priorities

7. Future Items for Discussion

8. Adjournment

Lourdes Sy-Rodriguez, Assistant City Clerk

Posted: January 25, 2019

A DETAILED LIAISON AGENDA PACKET IS AVAILABLE FOR REVIEW IN THE LIBRARY AND CITY CLERK'S OFFICE.

In accordance with the Americans with Disabilities Act, Conference Room A is wheelchair accessible. If you need special assistance to attend this meeting, please call the City Manager's Office at (310) 285-1014 or TTY (310) 285-6881. Please notify the City Manager's Office at least twenty-four (24) hours prior to the meeting if you require captioning service so that reasonable arrangements can be made.
Public Comment

Members of the public will be given the opportunity to directly address the Committee on any item listed on the agenda.
TO: Mayor Julian Gold, M.D., and Councilmember Robert Wunderlich, Ph. D.
FROM: Gil Borboa, P.E., Assistant Director of Public Works/Utilities
DATE: January 29, 2019
SUBJECT: Water Supply Fee Update


RECOMMENDATION

Staff recommends the City Council Liaison to the Public Works Commission support the following actions:
1. Update the Water Supply Fee through the regular fee update process as detailed in this report, and
2. Amend Article 2.7 of Title 6, Chapter 1 of the Beverly Hills Municipal Code to exempt irrigation meters from being subject to the Water Supply Fee.

BACKGROUND

In 2016 a Water Supply Fee was established to pay for the cost of new facilities to provide additional local water supplies needed as new connections are established or redevelopment occurs. An updated report, including proposed revised fees, has been developed and presented in Attachment 1. Full details on the methodology and calculation for the revised fees can be found in the report.

In 2015, the Water Enterprise Plan (WEP) reported that the City relied primarily on the purchase of imported water from Metropolitan Water District of Southern California (MWD) for 90% of its water supply and received only 10% from local water supply sources from the Hollywood Groundwater Basin. The WEP analysis recommended that the City undertake capital improvements to decrease the City’s reliance on the purchase of imported water from MWD and develop local groundwater sources. This portfolio was accepted to be the most feasible and cost effective suite of projects at the time to increase the City’s overall water supply reliability.

The City is currently implementing portions of the Capital Improvement Program based upon the WEP. Implementation includes siting and construction of additional wells, transmission pipelines and treatment plant capacity.

Additionally, the City has adopted a Water Capacity Charge (WCC) that allocates to new connections a proportionate share of the cost of existing facilities and planned capital improvements needed to achieve the City’s current local water supply goals.
As new connections are established or redevelopment occurs, the increased water demand will decrease the percentage share of the water supply from local water sources, will increase dependence on MWD, reduce local control and reduce the reliability of the City’s water supply unless additional local water sources are developed. In order to maintain the reliability of the City’s water supply and reduce dependence on MWD, it will be necessary for additional local water production to be developed beyond that identified in the WEP.

**DISCUSSION — EXISTING AND PROPOSED WATER SUPPLY FEES**

For a residential or commercial project which requires a new connection to the City’s water system, the water supply fee will be based on the size of the water meter connection, as follows:

<table>
<thead>
<tr>
<th>Meter Size in inches</th>
<th>Water Supply Fee (Existing)</th>
<th>Water Supply Fee (Proposed)</th>
</tr>
</thead>
<tbody>
<tr>
<td>5/8 x 3/4</td>
<td>n/a</td>
<td>$3,488</td>
</tr>
<tr>
<td>3/4</td>
<td>$8,800</td>
<td>$5,231</td>
</tr>
<tr>
<td>1</td>
<td>$14,666</td>
<td>$8,719</td>
</tr>
<tr>
<td>1-1/2</td>
<td>$29,332</td>
<td>$17,438</td>
</tr>
<tr>
<td>2</td>
<td>$46,932</td>
<td>$27,901</td>
</tr>
<tr>
<td>3</td>
<td>$87,997</td>
<td>$55,802</td>
</tr>
<tr>
<td>4</td>
<td>$146,661</td>
<td>$87,190</td>
</tr>
<tr>
<td>6</td>
<td>$293,222</td>
<td>$174,380</td>
</tr>
<tr>
<td>8</td>
<td>n/a</td>
<td>$279,008 1.</td>
</tr>
<tr>
<td>10</td>
<td>n/a</td>
<td>$732,396 1.</td>
</tr>
<tr>
<td>12</td>
<td>n/a</td>
<td>$924,214 1.</td>
</tr>
</tbody>
</table>

1. For meters larger than 6”, applicant will submit calculations estimating annual water demand for review and approval and determination of the Water Supply Fee

The existing fee structure and ordinance already provide an exemption from the water service fee for fire service meters. This will remain unchanged.

For a residential or commercial property which requires the size of the water meter to be increased, the water supply fee will be the amount of water supply fee for the size of the new meter less the amount of the water supply fee for the size of the existing meter, as such amounts are indicated in the table above.

For a residential project, which does not require the size of the water meter to be increased but results in a net new floor area greater than 1,000 square feet, the water supply fee will be an amount which is $1.74 per square foot of net new floor area greater than 1,000 square feet. (Existing for this situation is $1.47 per square foot)

For a commercial project which does not require the size of the water meter to be increased, or if the project does not require the size of the meter to be increased, but results in
a change of commercial use, the water supply fee shall be based on the net increase in service units as follows:

<table>
<thead>
<tr>
<th>Commercial Use</th>
<th>Service Unit</th>
<th>Water Supply Per Service Unit (Existing)</th>
<th>Water Supply Per Service Unit (Proposed)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Auditorium/Community Center</td>
<td>per seat</td>
<td>$72</td>
<td>$130</td>
</tr>
<tr>
<td>Bank</td>
<td>per 1000 sq. ft.</td>
<td>$2,744</td>
<td>$4,943</td>
</tr>
<tr>
<td>Gymnasium</td>
<td>per 1000 sq. ft.</td>
<td>$4,567</td>
<td>$8,229</td>
</tr>
<tr>
<td>Health Spa</td>
<td>per 1000 sq. ft.</td>
<td>$10,598</td>
<td>$19,743</td>
</tr>
<tr>
<td>Hotel</td>
<td>Per room</td>
<td>$2,366</td>
<td>$4,262</td>
</tr>
<tr>
<td>Medical Office</td>
<td>per 1000 sq. ft.</td>
<td>$4,567</td>
<td>$8,229</td>
</tr>
<tr>
<td>Office Building</td>
<td>per 1000 sq. ft.</td>
<td>$2,744</td>
<td>$4,943</td>
</tr>
<tr>
<td>Shopping Center</td>
<td>per 1000 sq. ft.</td>
<td>$2,744</td>
<td>$4,943</td>
</tr>
<tr>
<td>Coffee House</td>
<td>per 1000 sq. ft.</td>
<td>$5,471</td>
<td>$9,856</td>
</tr>
<tr>
<td>Restaurant – Full Service</td>
<td>Per seat</td>
<td>$542</td>
<td>$977</td>
</tr>
<tr>
<td>Retail Store</td>
<td>per 1000 sq. ft.</td>
<td>$1,462</td>
<td>$2,634</td>
</tr>
<tr>
<td>School- Private</td>
<td>per 1000 sq. ft.</td>
<td>$3,647</td>
<td>$6,571</td>
</tr>
<tr>
<td>Supermarket</td>
<td>per 1000 sq. ft.</td>
<td>$2,744</td>
<td>$4,943</td>
</tr>
</tbody>
</table>

Proposed Ordinance Amendment

The Water Supply Fee will not apply to irrigation meters (meters installed at residential or commercial properties intended for use solely for outdoor landscape irrigation) – this exemption will require an amendment to the existing ordinance to codify. Staff will prepare a code amendment and present to City Council in the near future.

Commission Action

The Public Works Commission approved the updated Water Supply Fees at its January 10, 2019 meeting, including the exemption for irrigation meters as detailed herein.
ATTACHMENT 1
City of Beverly Hills

Water Supply Fee Update Report

FINAL

October 24, 2018

Prepared by:

Bucknam & Associates, Inc.
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<th>PAGE</th>
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<td>REFERENCES</td>
<td>19</td>
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</tbody>
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APPENDIX A-1 City’s Water Efficient Landscape and Metering Requirements for New and Rehabilitated Landscapes for Residential and Non-Residential Projects

APPENDIX A-2 Water Efficient Landscape Worksheet

APPENDIX A-3 Water Budget Worksheet for New and Rehabilitated Residential Landscapes

APPENDIX A-4 Water Budget Worksheet for New and Rehabilitated Non-Residential Landscapes
I. EXECUTIVE SUMMARY

The purpose of this report is to update the 2016 Water Supply Fee Report, which evaluated options for developing additional water supplies in the City in order to meet water supply demands of new development and established a “Water Supply Fee Structure for New Development.”

The City Council held a public hearing November 15, 2016 to consider the adoption of a Water Supply Fee and adopted an ordinance amending the Municipal Code to establish the Water Supply Fee on December 6, 2016, which became effective January 6, 2017.

The following list of items make up the scope of services for the Updated Water Supply Fee Report:

- Compile data on the amount of the Water Supply Fees the City has collected and costs incurred, and amounts expended for the development of water supply facilities, if appropriate.
- Identify and analyze how additional water supply options impact the Water Supply Fee.
- Compile data on the production capacity of water supply facilities.
- Prepare revised cost estimates based on actual costs incurred and modified estimated costs to complete planned water supply facilities, based upon updated reports and analyses completed since the completion of the initial Water Supply Fee Report.
- Revise calculation of the Water Supply Fee based on current actual and estimated costs of water supply facilities and projected capacity of water supply facilities.
- Include findings in the Report an analysis of water supply requirements for meters ranging in size from less than 1-inch through 8-inch, 10-inch and up to 12-inch water meters and determine the appropriate Water Supply Fees.
- Determine the appropriate revised Water Supply Fee for development projects or remodels on a cost per sq. ft. basis for projects that do not require a meter upgrade.
- Research and recommend any potential credits to the Water Supply Fee based upon extraordinary efforts by the developer or owner to integrate water savings best management practices into their project.
- Assist the City with developing policy recommendations for implementing the Water Supply Fee credits.
- Upon request, meet with City staff and members of the City Council of West Hollywood and if appropriate; meet with developers and property owners to discuss revisions to Water Supply Fee.
The Water Enterprise Plan reported that the City had relied primarily on the purchase of water from the Metropolitan Water District of Southern California for its water supply and received only 10% from local water supply sources from the Hollywood Groundwater Basin. The City desires to develop additional local groundwater sources to reduce its reliance on imported water from Metropolitan Water District.

In addition to evaluating optional projects to increase local water supplies, the City has initiated a water conservation program to encourage its water customers to adopt practices that will reduce water use and use water more efficiently.

The City has implemented a Capital Improvement Program to construct additional wells, transmission pipelines and treatment plant capacity to reduce dependence on Metropolitan Water District, increase reliability and achieve local control of water supplies.

The City has also adopted a Water Capacity Charge that allocates to new connections a proportionate share of the value of existing facilities and the cost of development of additional local water sources and modernization of the City’s water treatment plant. The Water Supply Fee recommended in this report is in addition to the City’s current Water Capacity Charge and will fund facilities that are not included in the determination of the current Water Capacity Charge but are required to meet the additional water demands of new development.

On November 17, 2009 the Beverly Hills City Council adopted the Water Conservation Plumbing Fixture Standards Water Efficient Landscaping Ordinance. The ordinance became effective beginning January 1, 2010. All projects applying for a Building Permit after
January 1, 2010 or remodeling landscape projects beginning January 1, 2010 are required to comply with the Water Efficient Landscape Ordinance.

On April 1, 2015 California's Governor Issued Executive Order No. B-29-15 amending the Water Efficient Landscape Ordinance and became effective on December 1, 2016.

On October 13, 2016 the Public Works Commission reviewed and approved a report entitled "Update on Will Serve Policy Guidelines". The City's Will Serve Policy recognizes that some new development projects will need a Water Service Feasibility Analysis. The Will Serve Policy requires that a Professional Engineer prepare a Project Water Demand estimate at project buildout including proposed Average Day Demand, Maximum Day Demand, and Peak Hour Demand. Demands shall also include all irrigation and fire flow demands. The estimated Average Day Demand and estimated irrigation demand can be used to determine the Water Supply Demand expressed in acre-feet per year. The type of projects that are subject to a Water Service Feasibility Analysis are:

- Commercial developments.
- Industrial developments.
- Mixed Use developments.
- Multi-Family residential developments.
- Institutional developments.
- Tenant Improvements that require fire suppression systems and/or increased fire flow due to expansion.
- Residential applicants requesting meters 2-inches or larger.
- Developments requiring irrigation meters.

The City retained Michael Baker International to prepare a preliminary design report for projects and related costs of proposed improvements to produce additional local water supplies. The report entitled "La Brea Subarea Wells, Water Treatment and Transmission Main Project" dated May 2017 identified the projects and updated costs estimated for improvements and the projected water production to provide additional local water supplies.

The City retained HF&H Consultants to prepare a report analyzing costs and characteristics of the water utility to establish proposed water rates. On July 12, 2018 HF&H Consultants made a presentation entitled "Water Rates: Technical Memorandum to the Public Works Commission."

The City adopted Ordinance 16-O-2719, which became effective January 20, 2017 to incorporate provisions of the 2016 Edition of the California Green Building Standards Code, including the appendices thereto, into the City's Municipal Code, and shall be known and may be cited as the Green Building Standards Code of the City of Beverly Hills. Section 4.304.2 of the California Green Building Standards Code was added to read as follows:
• Metering Outdoor Water Use. A landscape water meter provided by the City of Beverly Hills shall be installed for landscape irrigation for the following:

- New construction projects with aggregate landscape area over 500 square feet.
- Any construction project for which a new water meter is being requested.
- When required by the California Department of Water Resources Model Water Efficient Landscape Ordinance.

As new connections are established or redevelopment occurs, the increased water demand will decrease the percentage share of the water supply from local water sources, will increase dependence on Metropolitan Water District, reduce local control, and reduce reliability of the City’s water supply unless additional local water sources are developed. To maintain the reliability of the City’s water supply and reduce dependence on Metropolitan Water District, it will be necessary for additional local water production to be developed beyond that identified in the Water Enterprise Plan.

The City’s water efficient landscape and metering requirements are listed on the City’s website. Appendix A to this report contains:

- A copy of the information on the City’s website explaining the City’s water efficient landscape and metering requirements;
- The City’s Water Efficient Landscape Worksheet which property owners or developers are required to complete and submit to the City;
- An Excel file to calculate water demand for new or rehabilitated landscape for residential developments; and
- An Excel file to calculate water demand for new or rehabilitated landscape for non-residential developments.

A key objective of this analysis is to establish a Water Supply Fee that will pay for the cost of facilities to provide additional local water supplies needed as new connections are established or redevelopment occurs. The proposed facilities include three High Capacity Wells to supply additional groundwater to serve new development to increase the supply of potable water to serve new development.

Three High Capacity Wells are proposed in the La Brea Subarea with a combined capacity to produce an estimated 1,700 acre-feet per year (equivalent to 1,517,600 gallons per day; water supply capacity is expressed in acre feet per year). These wells will provide additional water supply to serve the water needs of new development.
The estimated total projected cost to develop the three High Capacity Wells is $44,914,599 or $26,420 per acre-foot per year ($44,914,599 divided by 1,700 acre-feet per year).

According to the 2018 Water Rate Study, the average amount of water used by a single-family residence in the City is 48 hundred cubic feet during a bimonthly period, which equals 0.66 acre-feet per year (48 hundred cubic feet per bimonthly bill times 6 bimonthly bills per year divided by 435.6 acre-feet per hundred cubic feet per acre-foot). Water use is converted from hundred cubic feet per bimonthly bill to acre-feet per year because the convention is to express aggregate water demand and water supply in acre-feet per year.

A typical single-family residence has an area of 5,000 square feet, is supplied water through a one-inch meter and uses approximately 590 gallons per day (48 hundred cubic feet per bimonthly bill times 6 bimonthly bills times 748 gallons per hundred cubic feet per acre-foot).

The indoor water usage for a single-family residence is assumed at 50% of the total usage or 295 gallons per day, which is approximately equal to 0.33 acre-foot per year. The outdoor water usage for a single-family residence is assumed at 50% of the total usage or 0.33 acre-foot per year.

The Water Supply Fees for a new Single-Family Residence with a one-inch meter for indoor water service and a separate one-inch meter for outdoor water service is determined to be $8,719 for each meter based on estimated annual water demand of 0.33 acre-foot per year for both indoor and outdoor uses ($26,420 per acre-foot per year x 0.33 acre-foot per year).

The Water Supply Fee for redevelopment of Residential Projects that do not require a water meter upgrade is based on square footage added to the residence. The indoor water usage for a single-family residence is assumed at 50% of the total usage or 295 gallons per day, which is approximately equal to 0.33 acre-foot per year. Using this assumption, the proposed Water Supply Fee for expansions that do not require a meter upgrade is $1.74 / square foot (0.33 acre-foot per year for water supply x $26,420 acre-foot per year / 5,000 square feet).

For Commercial Development or Redevelopment projects that do not require a meter upgrade, square footage or an assigned service unit factor is used. For each building use classification, the projected capacity demand is determined based on the gallons per day calculated using the service unit factor assigned to a customer class. To calculate the Water Supply Fee for indoor water use for commercial development or redevelopment projects, the $26,420 per acre-foot per year is converted to an equivalent fee of $29.60 per gallon per day ($26,420 per acre-foot per year x 365 days per year / 325,829 gallons per day per acre-foot).

It is important to note that the calculations presented in this report for the proposed Water Supply Fee will change if the actual water production and facility costs vary from the
projections and estimates used in this report or if other variables change, such as usage of 295 gallons per day for an existing 5,000 square foot single-family residence with a one-inch meter. The adequacy of the Water Supply Fee will need to be reviewed when City staff re-evaluates the cost and water production for the new wells during their periodic review of planned capital improvements.

Changes in the commercial use of a property can result in an increase in its water supply requirement based on the difference between estimated usage per day between the previous usage and the current usage. For example, a 1,000 square foot retail store converted to a 1,000 square foot coffee house would be $7,222.40 ($9,856.80 minus $2,634.40). A coffee house requires 333 gallons per day per 1,000 square feet and a retail store requires 89 gallons per day per 1,000 square feet. The Water Supply Fee for a coffee house is $9,856.80 per 1,000 square feet and for a retail store it is $2,634.40 per 1,000 square feet. The methodology to calculate these fees are shown in this report and summarized in Table 5.

II. SUMMARY OF CHARACTERISTICS OF THE CITY’S WATER SYSTEM

According to the 2015 Water Enterprise Plan, the City’s water system characteristics are as follows:

- The service area of the City’s water enterprise includes the City and a portion of the City of West Hollywood.
- In general, the City relied on Metropolitan Water District for approximately 90% of its water supplies and groundwater from the Hollywood Groundwater Basin for 10% of its water supplies.
- From 1996 through 2002, one hundred percent (100%) of the City’s water supply was imported from Metropolitan Water District.
- Metropolitan Water District water has supplied an average of 94.9% of the City’s total demand since 1996 and, since 2003 (the year the treatment plant was placed into service), the City has purchased an average of 91.5% of its water from Metropolitan Water District, with the remaining 8.5% coming from its own groundwater production (average between 2004 and 2014).
- As of 2014, the City imported 11,632 acre-feet of water from Metropolitan Water District (94.8%) and pumped 637 acre-feet of groundwater (5.2%) for a total of 12,269 acre-feet of water delivered to customers.
- Groundwater is treated at the City’s Reverse Osmosis Treatment Plant.
- The City has six (6) groundwater wells in the Hollywood Groundwater Basin that each pump to the Reverse Osmosis Treatment Plant.
- Hollywood Groundwater Basin is Unadjudicated and managed by the City through municipal ordinances.
- Since the water treatment plant became operational in 2003, the average groundwater production between 2004 and 2014 was 1,032 acre-feet per year.

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However, groundwater production has decreased since 2010, with only 637 acre-feet of groundwater pumped in 2014.  
- The City has the potential to develop additional groundwater supplies within the Hollywood Groundwater Basin and the Unadjudicated Central Basin.  
- The City has no artificial groundwater recharge capacity, because it lacks injection wells or spreading basins.

III. WATER ENTERPRISE PLAN

The 2015 Water Enterprise Plan identified potential alternative water supply sources to increase the overall reliability of the City’s water system. The Water Enterprise Plan observed that Metropolitan Water District has always been a reliable source of supply for the City; however, given the experience of the recent drought and cutbacks in imported water allocations by Metropolitan Water District during the drought, and the potential for even higher future cutbacks (according to the Water Enterprise Plan, the City’s Senate Bill SBx7-7 mandated water goal by the year 2025 is 11,313 acre-foot per year), the Water Enterprise Plan recommended that the City seek alternative water supplies to reduce the amount of water purchased from Metropolitan Water District.

The Water Enterprise Plan reported that the City purchased an average of 90% of its water supply from Metropolitan Water District. To increase the City’s supply reliability, the Water Enterprise Plan recommended reducing dependence on imported water.

To further increase its independence from Metropolitan Water District, the Water Enterprise Plan recommended:

- Development of three (3) new groundwater wells in the Unadjudicated Central Basin;
- Construction of related Transmission Mains, and;
- Improvements to the Reverse Osmosis Treatment Plant.

For the City to maintain a water supply goal of 11,313 acre-foot per year with the prospect of Metropolitan Water District supply reductions, the Water Enterprise Plan recommended the construction of 3 new wells that would provide the City with approximately 1,700 acre-foot per year in new groundwater supplies. This new supply along with the 1,120 acre-foot per year of potential groundwater production from existing and planned shallow groundwater wells in the Hollywood Basin, were projected to supply approximately 25% of the City’s total water demand by 2025 (1,708 acre-foot per year + 1,120 acre-foot per year = 2,828 acre-foot per year; 2,828 acre-foot per year / 11,313 acre-foot per year = 0.25, or 25% groundwater).

IV. EXISTING WATER CAPACITY CHARGES

The City retained a consultant in 2014 to develop water capacity charges for the City’s water

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system. The 2014 Water Capacity Charge Report used a combination of an equity buy-in approach and the incremental cost approach to determine the Water Capacity Charge.

The consultant allocated a portion of the value of the existing water system facilities and the cost of improvements identified in the Water Enterprise Plan to new customers to determine the water capacity charge.

As new connections are established, and redevelopment occurs, the increased water supply demands will decrease the share of the water supply from local water sources unless local water supplies beyond those anticipated in the Water Enterprise Plan are developed. To meet the water demand needed to serve new development, it will be necessary for additional local water production to be developed.

The Water Supply Fee recommended in this report is in addition to the City's current Water Capacity Charge and will fund facilities that are not included in the determination of the Water Capacity Charge but are required to meet the additional water demands of new development.

V. ORDINANCE TO ESTABLISH WATER CAPACITY CHARGE

On February 17, 2015, the City Council adopted Ordinance No. 15-O-2674 ("Water Capacity Charge Ordinance"), which amended the City's municipal code to establish a water capacity charge. Section 6-1-251 of the Water Capacity Charge Ordinance states:

"The user of city water service shall pay a water capacity charge in an amount established by resolution of the city council. The water capacity charge is due upon the occurrence of one of the following events, as deemed appropriate by the Director of Public Works Services, or his or her designee: (1) installation of a new water meter, (2) change in the size of a water meter, or (3) the final inspection of a project."

The Water Capacity Charge Ordinance provides that the City may collect the Water Capacity Charge from the water user with a bill for water service charges, or by delivering a separate bill for the Water Capacity Charge. The water user may pay the Water Capacity Charge in two or more installments and City Council, by resolution, may allow for an alternative procedure for the collection of the Water Capacity Charge.

VI. WATER SUPPLY FEES

Capacity fees or charges are governed by Government Code Section 66013, 66016, 66022 and 66023. The Government Code defines a capacity charge as a charge for existing public facilities or charges for new public facilities to be acquired or constructed in the future, which benefit the person or property being charged. In 2007, the definition of capacity charge was expanded to include supply or capacity charges for rights, entitlements, or property interests involving capital expenses of local public facilities.

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Government Code Section 66013 provides that the revenues produced by the capacity charge are kept in a separate fund so as to avoid co-mingling with other City funds, and that the City provides an accounting after the end of each fiscal year, which reveals the total amount of capacity charge revenue collected and interest earned thereon, expenses from that fund during the previous fiscal year, and the balance remaining in the fund at the end of the fiscal year.

Accounting and Reporting Requirements

In setting up the Water Supply Fee, the City will need to separately account for all revenue collected in a fund to be established and maintained by the City titled "Water Supply Fee Fund," to avoid co-mingling with other City revenues. Pursuant to Government Code Section 66013, the local agency collecting the fee is required to make available to the public the following within 180 days after the end of each fiscal year:

- A description of the charges deposited in the fund;
- The beginning and ending balance of the fund and the interest earned from the investment of moneys in the fund;
- The amount of charges collected in that fiscal year;
- An identification of the following:
  - Each public improvement on which charges were expended and the amount of the expenditure for each improvement, including the percentage of the total cost of the public improvement that was funded with those charges if more than one source of funding was used.
  - Each public improvement on which charges were expended that was completed during that fiscal year.
  - Each public improvement that is anticipated to be undertaken in the following fiscal year.
- A description of each interfund transfer or loan made from the capital facilities fund. The information provided, in the case of an interfund transfer, shall identify the public improvements on which the transferred moneys are, or will be, expended. The information, in the case of an interfund loan, shall include the date on which the loan will be repaid, and the rate of interest that the fund will receive on the loan.

The report detailing the above may be part of the annual audit prepared for the City each year.

Water Supply Fee collections from January 2017 through June 2018 are summarized in Table 1.
Table 1. Water Supply Fee Collections  
January 2017 to June 2018

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<th>Description</th>
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<td>Domestic Fees Collected</td>
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<td>No Water Meter</td>
<td>$47,026.77</td>
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<tr>
<td>Processing Fee</td>
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</tr>
<tr>
<td>Irrigation Fees Pending Collection</td>
<td>$167,564.54</td>
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<tr>
<td>Domestic Fees Pending Collection</td>
<td>$369,585.00</td>
</tr>
<tr>
<td>Processing Fees Pending Collection</td>
<td>$560.00</td>
</tr>
<tr>
<td>Total</td>
<td>$1,379,813.31</td>
</tr>
</tbody>
</table>

Source: City of Beverly Hills, reported as of July 20, 2018

VII. METHODOLOGY FOR THE WATER SUPPLY FEE

The proposed Water Supply Fee was determined by allocating the cost to develop new water supplies required to meet the water supply needs of new development.

The City has implemented a Capital Improvement Program to construct additional wells, transmission pipelines and treatment plant capacity to achieve a water supply goal that reduces reliance on Metropolitan Water District and increases local water sources to meet its water supply needs for existing development, based upon the finding of its Water Enterprise Plan.

The City has also adopted a Water Capacity Charge that allocates to new connections a proportionate share of the cost of existing facilities and planned capital improvements. The Water Supply Fee recommended in this report is in addition to the City’s current Water Capacity Charge and will fund facilities not included in the determination of the current Water Capacity Charge.

As new connections are established, or redevelopment occurs, the increased water supply demand will decrease the percentage share of the water supply from local water sources unless additional local water supplies are developed beyond those planned in the Water Enterprise Plan.

A key objective of our analysis is to establish a Water Supply Fee that will pay for the cost of additional water supply needed to serve new development as new connections are established or redevelopment occurs.
A. Additional Water Supply to Meet Demands of New Development

*High Capacity Wells, Transmission Main and Treatment*

Three additional High Capacity Wells, planned in the Water Enterprise Plan, with an estimated combined capacity to produce **1,700** acre-foot per year from the La Brea Subarea of the Unadjudicated Central Basin and a connecting Transmission Main to convey the groundwater to the City’s Treatment plant, are recommended. The estimated total project cost to develop the proposed high capacity wells is **$44,914,599**. The one-time cost to provide a local water supply to meet the water demand of new development is **$26,420 per acre-foot per year**.

Table 2 below lists the projected costs to develop the High Capacity Wells, Transmission Main and Treatment Project.

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Preliminary Design Report</td>
<td>$773,008</td>
</tr>
<tr>
<td>Pilot Well at Wellsite 1</td>
<td>$424,625</td>
</tr>
<tr>
<td>Land Acquisition (Land Value)</td>
<td>$7,500,000</td>
</tr>
<tr>
<td>Final Design</td>
<td>$3,839,231</td>
</tr>
<tr>
<td>Well Drilling Contracts</td>
<td>$3,082,950</td>
</tr>
<tr>
<td>Transmission Main Contract</td>
<td>$9,767,160</td>
</tr>
<tr>
<td>Water Treatment Construction</td>
<td>$6,025,000</td>
</tr>
<tr>
<td>Environmental Documentation – CEQA</td>
<td>$300,000</td>
</tr>
<tr>
<td>System Permuting and Testing</td>
<td>$1,073,890</td>
</tr>
<tr>
<td>Construction Management and Inspection</td>
<td>$3,145,815</td>
</tr>
<tr>
<td>Subtotal Project Cost</td>
<td>$35,931,679</td>
</tr>
<tr>
<td>Contingency (25%)</td>
<td>$8,982,920</td>
</tr>
<tr>
<td><strong>Total Projected Cost with Land</strong></td>
<td><strong>$44,914,599</strong></td>
</tr>
<tr>
<td>Estimated Production of New Wells (acre-foot per year)</td>
<td><strong>1,700</strong></td>
</tr>
<tr>
<td><strong>Cost per Acre-Foot of Water Produced (per acre-foot per year)</strong></td>
<td><strong>$26,420</strong></td>
</tr>
</tbody>
</table>

B. Meter Fee Calculation

The amount of water to supply water for indoor and outdoor uses to a single-family residence that is approximately 5,000 square feet in size and with a 1-inch meter connection is 590 gallons per day, which is approximately 0.66 acre-foot per year. The indoor water usage for a single-family residence is assumed at 50% of the total usage or 295 gallons per day, which is approximately equal to 0.33 acre-foot per year. The outdoor water usage for a single-family residence...
residence is assumed at 50% of the total usage or 0.33 acre-foot per year.

The Green Building Standards Code of the City requires the installation of a separate meter for landscape irrigation for:

- New construction projects with aggregate landscape area over 500 square feet;
- Any construction project for which a new water meter is being requested;
- When required by the California Department of Water Resources Model Water Efficient Landscape Ordinance.

The Water Supply Fee for a new Single-Family Residence with a one-inch meter for indoor water uses and a separate one-inch meter for outdoor water service is determined to be **$8,719 for each meter** based on estimated annual water demand of 0.33 acre-foot per year for both indoor and outdoor uses ($26,420 per acre-feet per year x 0.33 acre-feet per year).

Meter capacity factors are used to determine the Water Supply Fee for different meter sizes. **Table 3** below summarizes graduated Water Supply Fees based on meter size for the meter for indoor water uses and the separate meter for outdoor water uses. The City standard is a one-inch meter and is the minimum meter size to be installed for both indoor uses and outdoor uses. There are existing meters smaller than a one-inch that will upgrade to at least a one-inch meter.

**Table 3. Water Supply Fee by Meter Size**

<table>
<thead>
<tr>
<th>Meter Size</th>
<th>Maximum Flow Gallons per Minute (1)</th>
<th>Meter Capacity Factor</th>
<th>Water Supply Acre-Feet per Year</th>
<th>Water Supply Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>5/8 x 3/4&quot;</td>
<td>20</td>
<td>0.4</td>
<td>0.132</td>
<td>$3,488</td>
</tr>
<tr>
<td>3/4&quot;</td>
<td>30</td>
<td>0.6</td>
<td>0.198</td>
<td>$5,231</td>
</tr>
<tr>
<td>1&quot;</td>
<td>50</td>
<td>1.0</td>
<td>0.33</td>
<td>$8,719</td>
</tr>
<tr>
<td>1-1/2&quot;</td>
<td>100</td>
<td>2.0</td>
<td>0.66</td>
<td>$17,438</td>
</tr>
<tr>
<td>2&quot;</td>
<td>160</td>
<td>3.2</td>
<td>1.056</td>
<td>$27,901</td>
</tr>
<tr>
<td>3&quot;</td>
<td>320</td>
<td>6.4</td>
<td>2.112</td>
<td>$55,802</td>
</tr>
<tr>
<td>4&quot;</td>
<td>500</td>
<td>10</td>
<td>0.699</td>
<td>$87,190</td>
</tr>
<tr>
<td>6&quot;</td>
<td>1,000</td>
<td>20</td>
<td>6.60</td>
<td>$174,380</td>
</tr>
<tr>
<td>8&quot; (2)</td>
<td>1,600</td>
<td>32</td>
<td>10.56</td>
<td>$279,008</td>
</tr>
<tr>
<td>10&quot; (2)</td>
<td>4,200</td>
<td>84</td>
<td>27.72</td>
<td>$732,396</td>
</tr>
<tr>
<td>12&quot; (2)</td>
<td>5,300</td>
<td>106</td>
<td>34.98</td>
<td>$924,214</td>
</tr>
</tbody>
</table>

(1) Source: Table VI.2.5 Meter equivalents based on meter capacity

"Principals of Water Rates, Fees and Charges" Manual M1, Sixth

Bucknam & Associates, Inc.
(2) For Meters larger than 2-inches, owner/developer’s engineer will submit calculations estimating annual water demand to the Public Works Department, Bureau of Water Planning, Water Resources Manager for review and approval, which may be used to determine of Water Supply Fee.

Calculation examples shown below for various scenarios for new connections or expansions differ from the methodology for determining the City’s Water Capacity Charge, and the examples in the 2014 Water Capacity Charge Report and the 2016 Water Supply Fee Report and conform to the City’s requirement that a separate meter for outdoor uses be installed for:

- New construction projects with aggregate landscape area over 500 square feet;
- Any construction project for which a new water meter is being requested; or,
- When required by the California Department of Water Resources Model Water Efficient Landscape Ordinance.

The Water Supply Fee does not apply to irrigation meters or fire meters.

(1) Water Supply Fee Calculation Example 1: Residential Account Requiring a Meter Upgrade

For new single-family construction projects with aggregate landscape area over 500 square feet, a one-inch meter will be required for indoor water service and a separate one-inch meter for outdoor water service. The water supply Fee is $8,719 for the indoor meter.

For modifications to an existing single-family residence that require a meter upgrade to provide indoor water service where the landscape modifications will not increase annual outdoor water demand, the Water Supply Fee is determined as follows:

- If the existing meter is a one-inch meter that will continue to provide water exclusively for indoor use, and a separate one-inch meter will be required for outdoor water use, the Water Supply Fee will be calculated based on the increase in the square footage of home at $1.74 per square foot. The Water Supply Fee will not be applied to new meter for outdoor use since the water supply for the existing outdoor use is assumed to be included with the existing one-inch meter.

- If the existing meter will be upgraded to a 1-1/2-inch meter from a 1-inch meter for indoor water use and a separate one-inch meter will be installed for outdoor water...
use, the Water Supply Fee is $8,719 (difference between $17,438 for the new 1-1/2-inch meter and $8,719 for the existing 1-inch meter for indoor uses); there will be no charge because of installation of the new meter for outdoor use since the water supply for the existing outdoor use is assumed to be included with the existing one-inch meter.

For modifications to an existing single-family residence that do not require a meter upgrade to provide indoor water service and landscape modifications will increase annual outdoor water demand, the Water Supply Fee is determined as follows:

- If the existing meter is a one-inch meter that will continue to provide water exclusively for indoor use, and a separate one-inch meter will be required for outdoor water use, the Water Supply Fee will be calculated based on the increase in the square footage of home at $1.74 per square foot. The Water Supply Fee for the increase in annual water demand for outdoor use will be determined based on the annual water demand less 0.33 acre foot per year times $26,420; The additional water demand for landscaping will be calculated in accordance with the procedure for calculating water demand for landscaping.

- If the existing meter will be upgraded to a 1-1/2-inch meter from a 1-inch meter for indoor water uses and a separate one-inch meter will be installed for outdoor water uses, the Water Supply Fee is $8,719 (difference between $17,438 for the new 1-1/2-inch meter and $8,719 for the existing 1-inch meter for indoor uses). The Water Supply Fee for the increase in annual water demand for outdoor water use will be determined based on the annual water demand less 0.33 acre foot per year times $26,420; the additional water demand for landscaping will be calculated in accordance with the procedure for calculating water demand for landscaping.

A Water Supply Fee is also associated with Building Expansion, Redevelopment, or Renovation, when a meter upgrade is not required. To maintain uniformity in the calculation of the City’s water fees, the Water Supply Fee for redevelopment uses 5,000 square feet as the average house size in the City. The typical single-family residence uses approximately 50% of total water use for indoor use. The resulting cost for redevelopment or expansion is $1.74 per square foot as noted below in Table 4.
Table 4. Water Supply Fee for Redevelopment or Expansion

<table>
<thead>
<tr>
<th>Indoor Use AFY (50% of Average)</th>
<th>Cost per AFY</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>0.33</td>
<td>$26,420</td>
<td>$8,719</td>
</tr>
<tr>
<td>Average Single-Family Residence Size (square feet)</td>
<td>5,000</td>
<td></td>
</tr>
<tr>
<td>Fee for Redevelopment or Expansion per Square Foot</td>
<td>$1.74</td>
<td></td>
</tr>
</tbody>
</table>

Please note that this report adheres to the existing practice of the City to exempt residential additions or redevelopment of less than 1,000 square feet of additional space.

(2) Water Supply Fee Calculation Example 2: Remodel or Redevelopment of less than 1,000 Square Feet

The Water Supply Fee in this case is not charged because the project is less than 1,000 Square Feet.

(3) Water Supply Fee Calculation Example 3: Remodel or Redevelopment of More than 1,000 Square Feet that do not require an upgrade in the existing meter

For Redevelopment or Additions of more than 1,000 square feet, the Water Supply Fee of $1.74 per square foot is used to calculate the fee. For example, a new addition of 1,500 square feet is charged a Water Supply Fee of $2,610.

C. Non-Residential Fee Calculation

This cost per gallon per day is used to calculate the Water Supply Fee for Non-Residential projects without meter upgrades using the standard convention to calculate the 2016 Water Supply Fee.

To calculate the Water Supply Fee for Commercial Redevelopment projects, the $26,420 per acre-foot per year equals an equivalent fee of $29.60 per gallons per day. The cost of the Water Supply Fee for non-residential projects is added to the City’s established Water Capacity Charge for Non-Residential uses.

For example, the Water Supply Fee for an Auditorium, which requires 4.4 gallons per day per seat, would be $130 per seat. The additional fee of $130 per seat is added to the existing Water Capacity Charge shown in Table 5 below.

(1) Water Supply Fee Calculation Example 4: Commercial Account with Service Unit Increase Not Requiring a Meter Upgrade

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In cases where a project’s expansion changes its total number of Service Units and does not require a meter upgrade, the project pays for the resulting additional water demand. For example, a Restaurant that adds 30 seats would pay $29,310 ($977 multiplied by 30 seats).

(2) Calculation Example 5: Commercial Change in Use

Changes in Commercial Use of a property are the difference between estimated usage per day between the previous usage and the current usage. For example, a 1,000 square foot Retail Store converted to a 1,000 square foot Coffee House would be $7,223 ($9,857 minus $2,634).

Table 5. Water Supply Fees for Non-Residential Customers

<table>
<thead>
<tr>
<th>Customer Class</th>
<th>Estimated Gallons Per Day</th>
<th>Service Unit</th>
<th>Proposed Water Supply Fee</th>
<th>Existing Water Capacity Charge</th>
<th>Total Fees</th>
</tr>
</thead>
<tbody>
<tr>
<td>Auditorium or Community Center</td>
<td>4.4 per seat</td>
<td>$130</td>
<td>$90</td>
<td>$220</td>
<td></td>
</tr>
<tr>
<td>Bank</td>
<td>167 per 1,000 sq. ft.</td>
<td>$4,943</td>
<td>$3,380</td>
<td>$8,323</td>
<td></td>
</tr>
<tr>
<td>Gymnasium</td>
<td>278 per 1,000 sq. ft.</td>
<td>$8,229</td>
<td>$5,633</td>
<td>$13,862</td>
<td></td>
</tr>
<tr>
<td>Health Spa</td>
<td>667 per 1,000 sq. ft.</td>
<td>$19,743</td>
<td>$13,519</td>
<td>$33,262</td>
<td></td>
</tr>
<tr>
<td>Hotel, per room</td>
<td>144 per room</td>
<td>$4,262</td>
<td>$2,929</td>
<td>$7,191</td>
<td></td>
</tr>
<tr>
<td>Medical Office</td>
<td>278 per 1,000 sq. ft.</td>
<td>$8,229</td>
<td>$5,633</td>
<td>$13,862</td>
<td></td>
</tr>
<tr>
<td>Office Building</td>
<td>167 per 1,000 sq. ft.</td>
<td>$4,943</td>
<td>$3,380</td>
<td>$8,923</td>
<td></td>
</tr>
<tr>
<td>Shopping Center</td>
<td>167 per 1,000 sq. ft.</td>
<td>$4,943</td>
<td>$3,380</td>
<td>$8,923</td>
<td></td>
</tr>
<tr>
<td>Coffee House</td>
<td>333 per 1,000 sq. ft.</td>
<td>$9,857</td>
<td>$6,759</td>
<td>$16,615</td>
<td></td>
</tr>
<tr>
<td>Restaurant—Full Service</td>
<td>33 per seat</td>
<td>$977</td>
<td>$676</td>
<td>$10,447</td>
<td></td>
</tr>
<tr>
<td>Retail Store</td>
<td>89 per 1,000 sq. ft.</td>
<td>$2,634</td>
<td>$1,803</td>
<td>$4,437</td>
<td></td>
</tr>
<tr>
<td>School — Private</td>
<td>222 per 1,000 sq. ft.</td>
<td>$6,571</td>
<td>$4,506</td>
<td>$11,077</td>
<td></td>
</tr>
<tr>
<td>Supermarket</td>
<td>167 per 1,000 sq. ft.</td>
<td>$4,943</td>
<td>$3,380</td>
<td>$8,923</td>
<td></td>
</tr>
</tbody>
</table>

For developments that do not fit into one or a combination of the customer classes listed in Table 5, the owner/developer’s engineer may submit calculations estimating annual water demand for review and approval for determination of the Water Supply Fee.

VIII. CONCLUSIONS AND RECOMMENDATIONS

The City is required to Separately Account for All Revenue collected in a segregated fund to be established and maintained by the City titled “Water Supply Fee Fund,” to avoid co-mingling with other City revenues.

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Within 180 days after the end of each fiscal year, City staff is required to prepare an **Annual Water Supply Fee Report** showing:

- A description of the charges deposited in the fund;
- The beginning and ending balance of the fund and the interest earned from the investment of moneys in the fund;
- The amount of charges collected in that fiscal year;
- An identification of the following:
  
  1. Each public improvement on which charges were expended and the amount of the expenditure for each improvement, including the percentage of the total cost of the public improvement that was funded with those charges if more than one source of funding was used.
  2. Each public improvement on which charges were expended that was completed during that fiscal year.
  3. Each public improvement that is anticipated to be undertaken in the following fiscal year.

- A description of each interfund transfer or loan made from the capital facilities fund. The information provided, in the case of an interfund transfer, shall identify the public improvements on which the transferred moneys are, or will be, expended. The information, in the case of an interfund loan, shall include the date on which the loan will be repaid, and the rate of interest that the fund will receive on the loan.

The report detailing the above may be part of the annual audit prepared for the City.

Ordinance No. 15-O-2674 adopted in 2015 established the Water Capacity Charge and provides that the Water Capacity Charge is due upon occurrence of the following:

1) Installation of a New Water Meter;
2) Change in the Size of a Water Meter; or,
3) The Final Inspection of a Project.

The **Water Supply Fee Annual Report** should be due at the same time and in the same manner as the Water Capacity Charge Annual Report. It is also recommended that the adequacy of the Water Supply Fee be reviewed when City staff conduct their periodic reviews of capital expenses. Modifications to be included in future Water Supply Fee analysis should include the costs of any **Auxiliary Projects**:\(^1\) which could provide additional local groundwater supplies.

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\(^1\) **Note:** Future Auxiliary Projects may include: Springwater Capture for potable use, Stormwater Capture for Groundwater Replenishment.

Bucknam & Associates, Inc.
Additionally, changes to modify projected costs for the High-Capacity Well, Transmission Main and Water Treatment Project would need to be incorporated into future Water Supply Fee analysis updates.

The Community Development Departments of the City should continue to follow Procedures requiring, upon receipt of an Application for a New Development or Redevelopment that may require a new meter or change in meter size, would go through a plan check process as part of a will serve procedure.

The California Environmental Quality Act requires cities to evaluate the impacts of developments that request approvals and provide a notice to affected jurisdictions of the determination made relative to the project. Upon receipt of Notices of Determination under California Environmental Quality Act from the City of West Hollywood, the Community Development Department should continue to distribute a copy of the Notices of Determination to the Water Department for determination of the impact on the City’s water system and the corresponding meter size requirements for the New Development or Redevelopment projects in the City of West Hollywood, within the City of Beverly Hills’ water service area.

The City should coordinate with the City of West Hollywood, to establish a Process for the City of West Hollywood to notify owners of property in West Hollywood that are within the City of Beverly Hills’ Water Service Area requiring them to contact the City’s Public Works Department regarding the details of the new connection or redevelopment project’s water system demands.

Recommendations Regarding Potential Water Supply Fees Credits

The scope of services for the Updated Water Supply Fee includes research and recommends potential credits to the Water Supply Fee based upon extraordinary efforts by the developer or owner to integrate water savings best management practices into their project. The credit should be based on the reduction in the amount of water demand resulting from extraordinary efforts of the developer or owner.

As user rates and connection fees for water and sewer services have increased and State policies, regulations and laws have placed greater financial obligations on developers and property owners to reduce water use and wastewater discharges to optimize the efficient use of water, developers and property owners have invested in alternative methods to reduce water use and wastewater discharges, including the following:

Gray Water Systems

- Installation of dual plumbing systems to separate wastewater from sinks, showers,
dish washer and clothes washer from toilets and urinals. Treat and store wastewater from sinks, showers, dish washer and clothes washer (herein defined as “gray water”). Distribute the gray water through the separate plumbing system to toilets and urinals and to irrigate landscape.

Rain Harvesting

- Installation of rain harvesting systems such as rain barrels and underground cisterns are used to collect rain water. In addition to the storage of well water, underground cisterns are widely used for the collection and storage of air conditioning condensate, cooling tower make-up, fire protection reserves and manufacturing process water systems. The Bernalillo County Water Utility Authority in Albuquerque, New Mexico provides incentive programs for residents to install rain barrels. All new developments in Santa Fe County, New Mexico are required to include rain harvesting into their development plan.
  
  o All non-residential structures are required to collect all roof drainage into cisterns to be reused for landscape irrigation.
  
  o All residential structures are required to collect roof drainage from a minimum of 85% of roofed area to be reused for landscape irrigation.

  ▪ Residential structures of 2,500 square feet of roof area or greater must submit a roof drainage plan and install a cistern that can hold 1.15 gallons per square foot of roofed area. A home with a roof area of 2,500 square feet needs a cistern sized to hold at least 2,444 gallons (2,500 square feet times 0.85 times 1.15).

  ▪ Residential structures of less than 2,500 square feet and accessory structures with a roof area of 500 square feet or greater must submit a rain capture plan, and install rain barrels, cisterns or other water catchment systems including passive water harvesting and infiltration techniques, berms, swales and tree wells to capture rainwater from a minimum of 85% of roofed area.

The amount of rain that can be collected from roof drains from a roof of 2,500 square feet during a rain of 1 inch is 1,558 gallons (1-inch divided by 12 inches per foot times 2,500 square feet times by 7.48 gallons per cubic foot). The average annual rainfall in the City is about 18 inches with almost all rain between November and April. The average annual amount of rain that could be collected is 28,050 gallons per year (18-inches per year times 1,558 gallons per inch), which equals 0.086 acre-feet per year (28,050 gallons per year divided by 325,829 gallons per acre-foot). Assuming 70% of
the rainfall can be captured in a cistern, then the annual rain water available for irrigation is 19,635 gallons, which equals 0.06 acre-feet per year. The recommended size of the cistern is one quarter of the annual total or 5,000 gallons. If a property owner or developer were to construct a 5,000-gallon cistern to collect rain water, then the credit for the Water Supply Fee would be $1,592 (19,635 gallons per year divided by 325,829 gallons per acre-foot times $26,420 per acre-foot per year).

California Native Plants and Water Efficient Landscapes

Landscaping can be designed to include swales and meandering depressions that decrease runoff and increase water absorption in the soil. Plants native to Southern California can be specified in landscape plans. California native plants evolved in a climate and environment where average rainfall is less than 15-inches per year; with one or two wet years and eight or nine dry years every decade, with most rainfall during the winter months and little or no rain in the summer months. Once established California native plants need little or no water during the summer. The use of California native plants or other plants that evolved in a climate that is winter wet and summer dry could substantially reduce irrigation water demand. Many water utilities in Southern California including the City have implemented programs to educate residents, property owners, property managers, gardeners and landscape maintenance companies of the variety of California native plants that are available and of the proper watering techniques for these plants. Property owners and developers that replace turf lawns with California native plants and other water efficient landscapes can substantially reduce irrigation water demand, particularly during the summer months. The annual water demand for Water Efficient Landscapes can be determined using the procedure in Appendix A.

- Prior to issuance of a building permit for any project that involves landscaped areas or altered landscaped areas, the project applicant must submit a landscape documentation package for review and approval by the community development department.
- Two sets of landscape design plans; water budget worksheet and water budget calculations shall be submitted for water efficient landscaping plan review and permit.

Sales Force Tower

The October 2018 edition of Civil Engineering magazine reported that the Salesforce Tower in San Francisco incorporated all the latest technologies to maximize water efficiency, including:

- State of-the-art low-flow fixtures to achieve a reduction of more than 40 percent in plumbing fixture water use versus a traditional building.
• Native, low water-use plants watered with a moisture-sensing irrigation system that supplies water only when needed. To further reduce potable water use, a 50,000-gallon cistern in the parking garage collects and treats rainwater from the building's roof. The system recycles 225,000 gallons of water per year (0.69 acre-feet per year) that can be used to irrigate the landscaping, as well as to flush toilets and urinals. Combined, these strategies allow the project to meet 100 percent of its irrigation demand with harvested rainwater.

• The most extraordinary feature of Salesforce Tower, however, is its blackwater recycling system, which will be the largest on-site water recycling system in a commercial high-rise building in the United States.

• The system turns wastewater into a resource rather than a liability. It collects water from the sinks, showers, toilets, urinals, and dishwashers throughout the building, as well as wastewater from the cooling towers on the roof, and stores it in large concrete tanks located in the underground parking garage. A membrane bioreactor technology then treats it to meet the tertiary standards established in Title 22 of California's Code of Regulations, producing upward of 30,000 gallons of usable recycled water per day.

• Not only does the black-water system significantly reduce the demand for potable water by reusing water on-site, it also significantly reduces the volume of wastewater that would otherwise be sent to the heavily burdened San Francisco sewer system.

• Another distinguishing aspect of a black-water system, in comparison with the more common gray-water water recycling system, is that all drainage water in the building can be collected in one set of tanks. A graywater system, on the other hand, requires sinks and shower drains carrying gray water to be separated from urinal and toilet drains carrying black water. By choosing a black-water system over a gray-water system, buildings can avoid adding an additional set of plumbing lines, which reduces the embodied carbon impact and cost associated with them.

• Overall, the black-water system reduces the potable water usage of the tower by 7.8 million gallons per year (23.94 acre-feet per year). Coupled with the rainwater collection and reuse system, the tower's total potable water use reduction is more than 8 million gallons per year (24.63 acre-feet per year).

If a building like the Sales Force Tower were developed in Beverly Hills, the Water Supply Fee could be reduced by $650,625 ($26,420 per acre-foot per year times 24.63 acre-feet per year).

Similar reductions might occur with the Water Capacity Fee and capacity fees for wastewater collection, transportation and disposal. The bi-monthly user charges for water and wastewater
would also reduce as the amount of water used and the volume of water discharged to the sewer system would be reduced.
IX. REFERENCES
A Planner's Guide to Financing Public Improvements
Antero Rivasplata, author and principal planner
Published 1989 by California Office of Planning and Research
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Bucknam & Associates, Inc.
Appendix A

Appendix A-1

City's Water Efficient Landscape and Metering Requirements for New and Rehabilitated Landscapes for Residential and Non-Residential Projects

Appendix A-2

Water Efficient Landscape Worksheet

Appendix A-3

Water Budget Worksheet for New and Rehabilitated Residential Landscapes

Appendix A-4

Water Budget Worksheet for New and Rehabilitated Non-Residential Landscapes
TO: Mayor Julian A. Gold, M.D and Councilmember Robert Wunderlich, Ph.D.
FROM: Gil Borboa Jr., Assistant Director of Public Works
Josette Descaizo, Environmental Compliance and Sustainability Programs Manager
DATE: January 29, 2019
SUBJECT: Culver Median Stormwater Regional Project
ATTACHMENT: 1. Culver Median Stormwater Regional Project – January 10, 2019
Public Works Commission Report

RECOMMENDATION

Staff is seeking the Liaison’s recommendation to move forward with the compliance opportunity to cost-share for the Culver Median Stormwater Regional Project.

DISCUSSION

In managing urban and stormwater runoff, regional projects are the most cost-effective solutions. Regional projects are centralized facilities typically treating 10’s to 100’s acre-feet (acre-ft.) of runoff from large drainage areas rather than green streets which is a street segment approach.

The Culver Median Project is a signature regional project that is identified in the Ballona Creek Enhanced Watershed Management Plan (BC-EWMP). The project is designed to treat 796 acres of drainage area and capture and treat 19.5 acre-ft. of runoff per rain event. The estimated project cost is $15.6 M and 50% ($7.7M) of the project cost is grant funded. Culver City allowed Beverly Hills to propose a funding amount within budget and that amount is $3.5M which is currently available in the Stormwater CIP Budget. Project benefits and analysis are included in the Public Works Commission staff report.

The City of Beverly Hills became involved with the project after the City of Los Angeles, who was the primary partner, decommitted due to funding issues. The City of Culver City approached Beverly Hills to gage interest for a cost-sharing opportunity. City staff expressed interest as long as it receives compliance credit with the Regional Water Quality Control Board (Regional Board) and the cost is within range of other Beverly Hills stormwater projects. The Regional Board granted compliance credit to Beverly Hills if it so wishes to cost-share for the project. Besides compliance credit, this opportunity is precedent setting that promotes inter-agency collaboration to build infrastructure for compliance requirements.

The project was presented to the Public Works Commission on January 10, 2019 meeting. The commission voted 4-1 in support of the cost-sharing compliance opportunity. Commissioner Felshenthal did not support the recommendation as he sees the city has higher priorities than the project presented.
The City of Beverly Hills is proposing $3.5M for its cost-sharing compliance opportunity for the Culver Median Stormwater Regional Project. Funding is available in the Stormwater CIP fund and available revenue funds from Measure W.
ATTACHMENT 1
MEMORANDUM

TO: Public Works Commission

FROM: Gilbert Borboa Jr., Assistant Director of Public Works/Utilities
Josette Descalzo, Environmental Compliance and Sustainability Programs Manager

DATE: January 10, 2019

SUBJECT: Culver Median Stormwater Regional Project

RECOMMENDATION

Staff recommends that the Public Works Commission support the stormwater compliance opportunity to cost-share for the Culver Median Stormwater Regional Project.

INTRODUCTION

The City's urban and stormwater runoff contains toxins and pollutants that enter waterways and the ocean. Pollutant levels are regulated by the federal and state Clean Water Acts (CWA). To comply with regulations, cities are required to formulate implementation plans such as Watershed Management Programs (WMPs) and Enhanced Watershed Management Program (EWMPs). WMPs and EWMPs provide compliance pathways through the implementation of Low Impact Development (LID) green streets and regional projects that would capture and treat urban runoff.

The City of Beverly Hills is part of the Ballona Creek Watershed Management Group (BC-WMG) that developed BC-EWMP. The BC-EWMP prescribes that Beverly Hills will need to manage 89 acre-feet of runoff to meet its CWA obligations.

Since 2015, the City has been looking for green streets and regional project opportunities. The City included green streets as part of the Santa Monica Boulevard Project (1 acre-ft.), moving forward with the green streets design for Burton Way Median (9 acre-ft.) and looking at the feasibility of the regional project at La Cienega Park (21 acre-ft.). These projects have the potential to capture 31 acre-feet of runoff, but the City will still be needing to capture 58 acre-feet of runoff to meet compliance.

Last year, Culver City approached the City of Beverly Hills to gage interest in cost-sharing to build the Culver Median Regional Project because the City of Los Angeles had reconsidered its partnership with Culver City for this project due to lack of funding. The Culver Median Regional Project was identified in the BC-EWMP as a signature regional project for the watershed. The project proposal included regulatory compliance credit, capital cost and estimated O&M cost, project and operation management.
Currently, staff is proposing a $3.5M cost-sharing contribution which will result in 4.4 acre-ft. compliance credit for Beverly Hills. Only Beverly Hills and Culver City would be partnering in this project.

**PROJECT BACKGROUND**
In managing urban and stormwater runoff, regional projects are the most cost-effective solutions. Regional projects are centralized facilities typically treating 10's to 100's acre-ft. of runoff from large drainage areas rather than green streets which is a street segment approach.

The Culver Median Project is a signature regional project that is identified in the BC-EWMP. The project is designed to treat 796 acres of drainage areas and capture and treat 19.5 acre-feet of runoff per rain event. The estimated project cost is $15.6M. The facility is projected to capture and treat 187 acre-ft per year based on a 10 storm event projection annually. The project design is comprised of diversion structures, pre-treatment units, underground storage facility, treatment system and re-use irrigation system for the above landscape. Figure 1.

**Figure 1: Schematic Diagram for Culver Blvd Median**

![Schematic Diagram for Culver Blvd Median](image_url)
The Culver Median Project was initially a partnership between the City of Los Angeles and Culver City as both agency’s drainage areas drain into the facility. Culver City is the lead agency on the project on which they completed the feasibility study, started the design, and submitted grant applications. The project was awarded a total of $7.7M from Prop 1 and Prop 84 grants pending supporting funds from the cities.

Culver City approached Beverly Hills to gage interest in partnering in this project after the City of Los Angeles decommitted due to lack of funding. Beverly Hills staff expressed interest as long as it receives compliance credit from the Regional Board, and the cost would be within range of other Beverly Hills projects. Culver City negotiated a compliance credit with the Regional Board and was approved. Furthermore, Culver City allowed Beverly Hills to propose a funding amount under the budget and that amount is $3.5M which is available in the Stormwater CIP Budget.

PROJECT ANALYSIS AND BENEFITS

The overall project cost and funding breakdown is listed in Table 1.

<table>
<thead>
<tr>
<th>Project Cost</th>
<th>$15.6M</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Funding Source</td>
<td></td>
</tr>
<tr>
<td>Prop 84 Grant</td>
<td>$3.3M</td>
</tr>
<tr>
<td>Prop 1 Grant</td>
<td>$4.4M</td>
</tr>
<tr>
<td>Culver City</td>
<td>$4.4M</td>
</tr>
<tr>
<td>Beverly Hills</td>
<td>$3.5M</td>
</tr>
</tbody>
</table>

Grant funding is approximately 50% of the project cost. The Prop 84 and Prop 1 funding agency (State Water Resources Control Board) found this project deserving of the grant monies because it is a signature project that will improve water quality in Ballona Creek. As mentioned before, grant money is guaranteed as long as local funding covers the remainder costs for the project.

For $3.5M, the City of Beverly Hills will be receiving 4.4 acre-ft. (1.4M gallons) of volume capacity and compliance credit. The project volume capacity can be used to replace 2.6 linear miles of green streets that needs to be constructed to capture the same volume. This opportunity relieves the City from on-site green street feasibility work, construction disturbances and lifetime maintenance of the greens street.

Project O&M is estimated at $100,000 annually. Beverly Hills’s O&M cost sharing is estimated at 22.5% ($23,000) annually which is proportional to the 4.4 acre-ft. of the City’s credit capacity.

In comparison to the Burton Way Median Project, the capacity cost for Culver Median project is slightly less than Burton Way. See Table 2.
Table 2: Capacity Cost Comparison ($/acre-ft.)

<table>
<thead>
<tr>
<th>Project</th>
<th>Capital Cost</th>
<th>Capacity (acre-ft.)</th>
<th>Capacity Cost $/acre-ft.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Burton Way Median (Phase 1)</td>
<td>$3.7M</td>
<td>4.0</td>
<td>$925K</td>
</tr>
<tr>
<td>Burton Way Median (Phase 1 + Phase 2)</td>
<td>$9.8M</td>
<td>9.0</td>
<td>$1.1M</td>
</tr>
<tr>
<td>Culver Median Project</td>
<td>$3.5 M</td>
<td>4.4</td>
<td>$795K</td>
</tr>
</tbody>
</table>

**ADDITIONAL BENEFITS**

Besides the cost and grant funding benefits, the Culver Median Project provides the following additional benefits to Beverly Hills:

1. Compliance Credit: The partnership will be setting a compliance precedent in the Los Angeles Stormwater Regulatory Environment. This will allow the Regional Board to grant more compliance credits throughout the region that will allow for signature regional projects to be constructed at a faster rate which will have a bigger impact on improving water quality. This precedence will allow cities to efficiently combine their resources together to improve water quality. The Culver Median project is one of those signature regional project that will capture large amounts of runoff and will have a positive impact in Ballona Creek.

2. Regulatory Considerations: The Regional Water Quality Control Board (Regional Board) issues notices of violations and monetary fines to agencies that violate water quality regulations. The Regional Board also provides special considerations to agencies who have invested and built water quality projects. As an example, Beverly Hills and the other agencies in the Ballona Creek Watershed received this "special" consideration when its water quality compliance schedule was extended using the Time Schedule Order (TSO) process.

By partnering with Culver City in the Culver Median Project, Beverly Hills will be building stronger bonds with the Regional Board which may lead to enhanced cooperation in future projects.

3. Relief of project management and construction burdens: Green streets projects require years of public outreach to garner support, planning and loss of street parking. These functions will be carried out by Culver City staff. The Culver Median Project relieves Beverly Hills of all those issues that will be for 2.6 miles of green street construction.

**NEXT STEPS**

If the Public Works Commission supports this compliance opportunity, the item will be presented to the Public Works Liaison meeting for recommendation to be presented to the City Council.
RECOMMENDATION

Staff recommends that the Public Works Commission support the stormwater compliance opportunity to cost-share for the Culver Median Stormwater Regional Project.
Amending the definition of 'BASIN' in the Water Supply Municipal Code

**DISCUSSION**

Amending the definition of 'BASIN' to include undeveloped and unalocated portions of the Central Groundwater Basins in the Water Supply Municipal Code will expand the application of Article 6, "Water Regulations" of Title 9, "Building and Property Health and Safety Regulations," of the municipal code to include the Santa Monica basin and undeveloped portion of the Hollywood basin.

Staff is seeking the liaison's recommendation to move forward to amend the definition of "BASIN" to include the Santa Monica and undeveloped portion of the Hollywood basin.

**PUBLIC WORKS COMMISSION ACTION**

The proposed amendment was presented to the Public Works Commission on January 10. The amendment was discussed and adopted with a 5-0 vote, supporting the proposed amendment to the Water Supply Municipal Code.

**RECOMMENDATION**

The proposed amendment to the definition of 'BASIN' in the Water Supply Municipal Code is recommended to be adopted by the City Council.
Amending the definition of “BASIN” in the Water Supply Municipal Code of the City of Beverly Hills

1. Proposed Changes to the Municipal Code

2. Map of Local Groundwater Basins of the City of Beverly Hills

INTRODUCTION

In September 1992, the City of Beverly Hills adopted an ordinance, Chapter 4 of Title 6 of the Beverly Hills Municipal Code, to regulate the use of shallow groundwater towards beneficial use rather than continued dewatering that sends water to the storm drain system and requires a permit for such activities. This legislation allows the City to record the volumes extracted from the Hollywood Basin (BHMC 9-4-610) of Title 9 of the Municipal Code, including the removal of groundwater from dewatering facilities. An amendment to add the definition of “BASIN” in the Water Supply Municipal Code of Beverly Hills will expand the applicability of the groundwater basins in the Water Supply Municipal Code with expanded portion of Central Groundwater Basin in the Water Supply Municipal Code.

RECOMMENDATION

Staff recommends that the Public Works Commission support the recommendation to amend the definition of “BASIN” in the Water Supply Municipal Code to include the Santa Monica and the unadjudicated portion of the Central groundwater basin in Hollywood Basin in the definition of “BASIN”.

ATTACHMENTS:

1. Proposed Changes to the Municipal Code

2. Map of Local Groundwater Basins of the City of Beverly Hills

SUBJECT:

Amending the definition of “BASIN” in the Water Supply Municipal Code

DATE:

January 10, 2019

FROM:

Gilbert Borboa, Assistant Director of Public Works/Utilities

TO:

Public Works Commission

DEPARTMENT OF PUBLIC WORKS

CITY OF BEVERLY HILLS
BACKGROUND

In an effort to further manage the City's groundwater sources, City is

DISCUSSION

Groundwater. Where the City has already subject the construction of the Maples Hill and portions of West Hollywood, vicinity to the regulations of the Water Supply Article 1. (BHMC Section 9-4-910) and to the regulations of the Water Supply Article 2. (BHMC Section 9-4-610) to include the coverage of the basin within the Hollywood and the City, the City's staff will endeavor to ensure that the City's regulations are not only adhered to but also enforced.

1. All groundwater that is to be dewatered within the Hollywood basin will be dewatered using the City's regulations. The City's regulations include:

   a. A permit for dewatering will be issued for any groundwater that is to be dewatered.

   b. A fee for dewatering will be collected for any groundwater that is to be dewatered.

   c. A report for dewatering will be provided for any groundwater that is to be dewatered.

2. The City's regulations will be enforced for any groundwater that is to be dewatered.

3. The City's regulations will be enforced for any groundwater that is to be dewatered.

4. The City's regulations will be enforced for any groundwater that is to be dewatered.

5. The City's regulations will be enforced for any groundwater that is to be dewatered.

6. The City's regulations will be enforced for any groundwater that is to be dewatered.

7. The City's regulations will be enforced for any groundwater that is to be dewatered.

8. The City's regulations will be enforced for any groundwater that is to be dewatered.

9. The City's regulations will be enforced for any groundwater that is to be dewatered.

10. The City's regulations will be enforced for any groundwater that is to be dewatered.

The City's regulations will be enforced for any groundwater that is to be dewatered.
Amending the definition will expand the applicability of the articles in the Water Supply Municipal Code that is related to groundwater operation and extraction beyond the Hollywood Basin as currently written.

For example, BHMC 9-4-610 (Dewatering) will be applicable to all dewatering facilities city-wide compared to the Hollywood Basin as currently written.

As currently written, there are ten (10) dewatering facilities within the Hollywood Basin and are currently regulated.

The proposed amendment will add eight (8) dewatering facilities to the list which are located within the Santa Monica and unadjudicated portions of the Central groundwater basin.

The new list of facilities is based from issued National Pollutant Discharge Elimination System (NPDES) permits from the Regional Water Quality Control Board with the exception of the Metro Purple Line Section 1.

<table>
<thead>
<tr>
<th>Location</th>
<th>Annual Acre-Feet</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wilshire Blvd.</td>
<td>700</td>
</tr>
<tr>
<td>Olympic Blvd.</td>
<td>161</td>
</tr>
<tr>
<td>N. La Cienega Blvd.</td>
<td>168</td>
</tr>
<tr>
<td>8641 Wilshire Blvd.</td>
<td>11</td>
</tr>
<tr>
<td>8501 Wilshire Blvd.</td>
<td>6</td>
</tr>
<tr>
<td>8536 Wilshire Blvd.</td>
<td>94</td>
</tr>
<tr>
<td>8383 Wilshire Blvd.</td>
<td>25</td>
</tr>
<tr>
<td>Metro Purple Line Section 1</td>
<td>1322</td>
</tr>
</tbody>
</table>

The proposed amendment will help account for approximately 1322 acre-feet of shallow groundwater that is annually discharged to storm drain system. The proposed amendment will require dewatering facilities to put its shallow groundwater to beneficial use or be subjected to a replenishment fee as outlined in the current ordinance.

The replenishment fee is calculated based on MWD Tier 1 Rate plus fifteen percent (15%) administrative fee. For calendar years 2017 and 2018, the replenishment fee is $1,125.85 and $1,167.25 per acre-ft., respectively.

As an example, BHMC 9-4-610 (Dewatering) will be applicable to all dewatering facilities within the Hollywood Basin and are currently written in the municipal code.
If the Commission recommends to move forward with ordinance amendment, staff will begin the public outreach process informing the dewatering facilities in Table 1 of the proposed amendment and present the proposed amendment to the Public Works Liaison prior to presenting it to the City Council in February 2019.
6. Water Supply

9-4-601: TITLE AND PURPOSE:

This article shall be known and cited as the WATER SUPPLY ORDINANCE of the city of Beverly Hills. The city council of the city of Beverly Hills hereby enacts this article in order to regulate, manage, conserve, protect and preserve the city's water supply and to put the city's water supply to the most efficient and beneficial use by the city and its inhabitants, while safeguarding the health, safety and welfare of the inhabitants of the city (Ord. 99-0-2327, eff. 6-4-1999).

9-4-602: DEFINITIONS:

ARTICLE I

DEWATERING: The removal of ground water from below the surface of the ground water basin or the area from which surface water or subsurface water flows over or into the basin. The basin drainage area includes, without limitation, all lands overlying the basin and the Santa Monica Mountains to the north of the watershed basin as defined in Bulletin 16 of the Department of Water Resources.

BASIN DRAINAGE AREA: The area from which surface water or subsurface water flows into or over the basin.

EMERGENCY: One of the following circumstances:

A. An imminent threat of actual contamination or pollution of the ground water;

B. A well used for the purpose of dewatering excavation during construction of or...
A.井或水井，或抽水机井，或使用测水井控制的水井。

B.井或水井的出口。

C.水污染。

D.个人。

E.计划区域。

F.不包含：

1.油和气井，或地热井。

2.井用于抽水井。
C. Wells used for the purpose of stabilizing hillsides or earth embankments.

Words not otherwise defined in this article shall have the meaning ascribed to them in California department of water resources bulletin nos. 74-10 and 74-60.

USC USE OF GROUND WATER:

A. Prohibited Without a Permit: No person owning, leasing, occupying or having charge or possession of any property shall extract ground water from the basin for beneficial use, as that term is defined pursuant to California law, unless:

1. On the effective date of this section, there is a ground water extraction well on the property that has been in operation within the previous five (5) years and for which filings have been made pursuant to California Water Code section 4999 et seq., within that five (5) year period;

2. The person has obtained prior approval from the city by applying for and obtaining a ground water use permit in accordance with this article.

B. Permit Procedures: The director of public works may issue ground water use permits in accordance with this article.

C. Permit Application: In addition to any other information required by section 4-1-102 of this code, the following information shall be included on the application for a ground water use permit:

1. The applicant’s name and address;

2. The location of the property for which a ground water use permit is sought, including the street address and assessor’s parcel number(s);

3. A description of the legal interest the applicant has in the property (e.g., owner, lessee, renter) and the name and address of the owner of the property if the applicant is not the owner;

4. A description of the source of the ground water supply, including:

a. Whether the well(s) is already in existence or will be drilled or constructed in the future, and

b. The name and address of the owner of the property if the lessee, renter (and the name and address of the owner of the property if the owner is not the lessee, renter).

D. A description of the legal interest the applicant has in the property (e.g., owner) including:

2. The location of the property for which a ground water use permit is sought;

3. The applicant’s name and address;

4. A description of the source of the ground water supply, including:

a. Whether the well(s) is already in existence or will be drilled or constructed in the future, and

b. The name and address of the owner of the property if the lessee, renter (and the name and address of the owner of the property if the owner is not the lessee, renter).

Ord. 99-0-2327, eff. 6-4-1999; amd. Ord. 06-0-2506, eff. 11-3-2006)
On the effective date of this article, the premises is receiving potable water concurrently from a well located on the premises or a water supply to the premises from another source (e.g., a shutdown well). A person owning, leasing, occupying or having charge of possession of any premises in the city shall supply the premises with potable water received from the city. Suits by the city, or any person, on the well or ground water law for an annual period exceeding 5 years.
E. Application: The procedures for obtaining a multiple water supply permit shall be obtained in accordance with the procedures for obtaining a multiple water supply permit as set forth in article 4-1-102 of this code. The director, upon determining whether a multiple water supply permit should be issued, shall, in an application for such permit, include the following information:

1. The location of the property to which the permit applies;
2. The name and address of the person applying for the permit;
3. A description of the legal description of the property or the description of the property at the time of issuance or the historical address of the property at the time of issuance;
4. Description of the water supply sources, their respective capacities, and the capacity of the combined water supply system.

F. Permit Issuance: The director of public works may issue multiple water supply permits in accordance with the procedures for obtaining a multiple water supply permit.

G. Permit Procedures: The director of public works may issue multiple water supply permits.

H. Permit Suspension: The city may terminate or revoke, or may suspend the terms of any permit for public works.

I. Permit Revisions: The city may amend or terminate any permit for public works.
The property, if the premises continues to receive water supplied from a water well located on the property or a water well located on any other property located within the city, if the premises continues to receive water supplied from a water well located on the property, or a water well located on any other property located within the city.

9-4-605: WELLS:

A. Registration Of Wells: Any person operating a well within the city shall register the well within ninety (90) days of the effective date of this section on a form to be provided by the department of public works. The registration shall contain, but shall not be limited to, the following information:

1. The name and address of the operator;
2. The address of the property on which the well is located;
3. The approximate location of the well on the property;
4. The purpose of ground water use.

B. Metering Of Wells: No person shall operate a well within the city unless the well is equipped with a water flow measuring devise or meter, or unless the city council has expressly exempted the well from this requirement.

C. Annual Extraction Statements: Any person operating a well within the city shall file with the department of public works, on a form to be provided by the department of public works, an annual extraction statement. The statement shall contain, but shall not be limited to, the following information:

1. Total extraction in acre-feet of water from the well;
2. The types of use and the acres served by the well compared to the number of acres owned, leased or controlled by the operator; and
3. The method of measuring or computing ground water extractions.

Ord. 99-0-2327, eff. 6-4-1999; amd. Ord. 06-0-2506, eff. 11-3-2006; WELLS: 2277, 3277, 9-4-1999, and Ord. 06-0-2506, eff. 11-3-2006, located within the boundaries of the city (Ord. 99-0-2506, located within the boundaries of the city).
4. Property lines:

Respect to the following items:

- A plot plan (scale of 1/4 inch equals 20 feet), indicating the location of the well with the property lines.
- The location of the property and well site, including the street address and assessor's parcel number(s), and
- The description of the proposed method by which the work is to be performed.

5. A description of the proposed method by which the work is to be performed.

6. The description of the well, including the method, material, sealing method, use of the well, and sealing method to be used.

4. The estimated cost of the proposed depth of the well, casing material, sealing material, and other necessary provisions and equipment.

3. A statement that the person who is to perform the work on the well is licensed.

2. The name of the person who will perform the work on the well.

1. The applicant's name and address.

Application for a well permit shall include all of the following information:

- A copy of the application.
- An affidavit that the applicant is the owner of the property.
- A statement that the work will be performed in accordance with the standards and provisions of this code.
- A statement that the work will be performed by persons licensed to perform such work.
- A statement that the work will be performed in accordance with all applicable laws and regulations.
- A statement that the work will be performed in accordance with all applicable standards and provisions of this code.

E. Permit Procedures: The Director of Public Works may issue well permits in accordance with this code.
Sewage disposal systems or works carrying or containing sewage or industrial wastes within a two hundred foot (200') radius of the proposed well; perennial, seasonal, natural or artificial water bodies or watercourses, including, if applicable, the location of the 100-year floodplain; the drainage pattern of the property; existing wells on the property, whether put to domestic, industrial or other use; the approximate ground level elevation of well site above mean sea level; access roads and easements (including water, sewer, utility, and agricultural or other use); the approximate location of the area of the proposed well; the location of the proposed well site with the 200' radius of said proposed well; conditions that affect the proposed well; and the source of said information.

The director of public works may issue a well permit if the director finds that the applicant has satisfied the general criteria of section 4-1-103 of this code, and:

1. That the proposed well complies with the design and spacing requirements adopted by the city with respect to wells;
2. That water service from the city is not available to serve the reasonable water requirements of the property on which the well is proposed to be located; and
3. That the proposed well and its attendant uses will not unreasonably impair the rights of other operators, or the health, safety and welfare of the residents of the city or its customers.

In order to guarantee performance and compliance with the terms of this article, the person drilling the well shall post with the city a cash deposit or bond to guarantee compliance with the terms of this article and the applicable permit. Such deposit or bond shall be in the amount deemed necessary by the director of public works to include, but not be limited to, the remedy of improper work, the cost of remedial work, and losses in excess of the estimated cost of such work. Eighty-five percent (85%) of the deposit or bond shall be returned to the permittee when the work has been completed to the satisfaction of the city; the remaining fifteen percent (15%) of the bond shall be returned after one year of satisfactory well operation as determined by the one-time testing performed pursuant to the provisions of the city’s testing program. Every permit shall be renewed from year to year, subject to renewal each five years, unless the permittee demonstrates to the satisfaction of the city that the risk of irreparable harm to the public health, safety, or welfare is substantially reduced and the well is in conformance with the terms of this article and the applicable permit. These percentages may vary to cover special conditions and circumstances in order to guarantee performance and compliance with this article. The director of public works may impose special conditions and restrictions upon the issuance of well permits.
1. Work shall be performed in accordance with the standards set forth in this article.

2. The city shall perform such emergency work no later than the following day from initiation of such emergency work.

3. An application for the required permit is made within three (3) days after initiation of such emergency work.
Exemptions:
The operator of an active well from which less than 1.5 acre-feet per year is extracted is exempt from the provisions of this section, except that the operator shall comply with any other conditions imposed by the city to avoid injury to existing lawful users and the environment. The operator shall register the well in accordance with subsection A of this section.

(Taken from Ord. 99-0-2327, eff. 6-4-1999; amd. Ord. 06-0-2506, eff. 11-3-2006)

9-4-606: TRANSFER TO NONADJOINING PARCEL:

A Permit Required: An operator of a well shall not sell, lease or otherwise transfer water from one legal parcel to a nonadjoining legal parcel without obtaining prior approval from the city by applying for and obtaining a water transfer permit, in accordance with this section.

B Permit Procedures: The director of public works may issue a water transfer permit if the director finds that the nonadjoining parcel is not concurrently receiving water service from the city and that the applicant has satisfied the general criteria of this section, in accordance with the provisions of this section.

C Standards For Permit Issuance: The director of public works may issue a water transfer permit if the director finds that the nonadjoining parcel is not concurrently receiving water service from the city and that the applicant has satisfied the general criteria of this section, in accordance with the provisions of this section.

D Limit On Amount Transferred: The well operator may only transfer up to the average amount of water used annually in the years immediately prior to the amount transferred based on the annual amount of water which may be transferred. The director may establish a limit on the amount of water which may be transferred. The director shall consider the conditions imposed by the city to avoid injury to existing lawful users and the environment.

E Other Conditions On Transfers: The well operator shall comply with any other conditions imposed by the city to avoid injury to existing lawful users and the environment.

(Footnotes:
(1) A well shall not sell, lease or otherwise transfer water from one legal parcel to a nonadjoining legal parcel without obtaining prior approval from the city by applying for and obtaining a water transfer permit, in accordance with this section.
(2) A well shall not sell, lease or otherwise transfer water from one legal parcel to a nonadjoining legal parcel without obtaining prior approval from the city by applying for and obtaining a water transfer permit, in accordance with this section.
(3) A well shall not sell, lease or otherwise transfer water from one legal parcel to a nonadjoining legal parcel without obtaining prior approval from the city by applying for and obtaining a water transfer permit, in accordance with this section.)
A. Permit Required: No person shall export ground water from the basin or the plan area without obtaining prior approval from the city by applying for and obtaining a water export permit, in accordance with this article. Exports existing on the effective date of this section shall be exempt from the provisions of this section.

B. Permit Procedures: The director of public works may issue water export permits in accordance with this article. Exports existing on the date of this article shall not be required to obtain permits. Where existing exports are located on the basin or plan area, the city may require that a permit be obtained if the existing export is determined to be causing an unreasonable interference with the ability of the city to meet the retail water supply needs of any other basin or plan area.

C. Standards For Permit Issuance: The director of public works may issue a water export permit if the director finds that the applicant has satisfied the general criteria of section 4-1-103 of this code, has obtained all necessary permits required by law, and has demonstrated that a surplus of water exists capable of safe export without injury to existing beneficial uses of ground water within the basin or plan area. The director of public works may issue or deny a water export permit, the director finds that the applicant has satisfied the general criteria of section 4-1-103 of this code, has obtained all necessary permits required by law, and has demonstrated that a surplus of water exists capable of safe export without injury to existing beneficial uses of ground water within the basin or plan area. The director of public works may issue or deny a water export permit in accordance with this article. Exports existing on the date of this article shall not be required to obtain permits. Where existing exports are located on the basin or plan area, the city may require that a permit be obtained if the existing export is determined to be causing an unreasonable interference with the ability of the city to meet the retail water supply needs of any other basin or plan area. The city may reduce or suspend any export of water whenever the export is determined to be causing an unreasonable interference with the ability of the city to meet the retail water supply needs of any other basin or plan area.

D. Time Limit On Water Export Permits: All water export permits shall be valid for a specified period of time.
STORAGE OR RECAPTURE OF IMPORTED OR DEVELOPED WATER:

A. Permit Required: No person shall operate a project to store and recapture imported or developed water within the basin without obtaining a storage and recapture permit, in accordance with this article.

B. Permit Procedures: The director of public works may issue storage and recapture permits in accordance with title 4, chapter 1, article I of this code.

C. Standards For Permit Issuance: The director of public works may issue storage and recapture permits if the director finds that the applicant has satisfied the general criteria of section 4-1-103 of this code.

D. Exemption: Storage and recapture facilities existing on the effective date of this section shall be exempt from the provisions of this section.

(Ord. 99-0-2327, eff. 6-4-1999; amd. Ord. 06-0-2506, eff. 11-3-2006)

ACTIVITIES DEGRADING OR CONTAMINATING WATER SUPPLY:

No person shall undertake any activity within three hundred feet (300') of a well used to supply domestic uses that could materially degrade or contaminate a domestic water supply.

(Ord. 99-0-2327, eff. 6-4-1999; amd. Ord. 06-0-2506, eff. 11-3-2006)

DEWATERING:

A. Prohibited Without A Permit: No person owning, leasing, occupying or having charge or possession of any premises in the city shall cause the dewatering of the basin or the basin drainage area, by the extraction, diversion, transportation or movement of water from, through or across the premises, unless the person has obtained prior approval from the city by applying for and obtaining a dewatering permit, in accordance with this article. This requirement applies to all dewatering, including any dewatering commenced prior to the effective date of this section, for which all responsible parties shall apply for a permit by November 1, 2006.

B. Use In Lieu Of Dewatering: Unless impracticable, all persons shall place all extracted ground water to reasonable and beneficial use rather than causing the dewatering of the basin. For purposes of this section, "impracticable" shall mean technically infeasible or requiring the expenditure of a greater amount than the replenishment fee described in subsection G of this section.

The beneficial purposes to which extracted ground water may be placed include:

- Agricultural purposes
- Industrial purposes
- Municipal purposes
- Environmental purposes
- Recreation purposes
- Natural resource purposes
- Energy purposes

(Ord. 99-0-2327, eff. 6-4-1999; amd. Ord. 06-0-2506, eff. 11-3-2006)

SUPPLY:

- Extraction, storage, and recapture of groundwater is subject to regulation and control by the city in accordance with the provisions of this section.
- The general criteria of section 4-1-103 of this code shall be applied to the provisions of this section, in addition to the criteria described in this section.
- Standards for Permit Issuance: The director of public works may issue a permit in accordance with this article.
- Requirements for Permit Issuance: The director of public works may issue a permit to store and recapture groundwater in accordance with the provisions of this section.
- Permit Required: No person shall operate a project to store and recapture developed water.
1. Recharging the ground water to the basin;
2. Placing the ground water to reasonable and beneficial use on the property, including irrigation or other nonpotable use, subject to the permitting requirements of section 9-4-603 of this article;
3. Delivering the ground water to the city for treatment and use by the city, including the design, construction, operation, maintenance, repair and replacement of facilities necessary for conveyance of the water to the city's water treatment plant, at no cost to the city.

C. Permit Procedures: The director of public works may issue dewatering permits in accordance with title 4, chapter 1, article 1 of this code.

D. Permit Application: In addition to any other information required by section 4-1-102 of this code, the application for a dewatering permit shall include all of the following information:

1. The applicant's name and address;
2. A description of the location of the property on which dewatering will occur;
3. A description of the legal interest the applicant has in the property (e.g., owner, lessee, renter) and the name and address of the owner of the property if the applicant is not the owner;
4. A detailed description of the purposes for which the dewatering is proposed, including:
   a. The activity or activities that will necessitate the dewatering of the basin;
   b. The method by which the dewatering will be effected;
   c. The estimated duration of the dewatering, including beginning and ending dates;
   d. The estimated amount of water that will be dewatered from the basin, including the amount estimated to be dewatered daily;
   e. A statement that the dewatering site is in compliance with all federal, state and local laws and regulations;
5. A declaration that the applicant shall pay to the city the replenishment fee described in subsection G of this section;
9-4611: PERMIT ISSUANCE AS DISCRETIONARY ACT:

This code (Ord. 99-02-2506, eff. 11-3-2006) provides a discretionary permit in accordance with the California Environmental Quality Act, Section 21084 of the Public Resources Code, and is consistent with the purpose and goals of the Act. A discretionary permit is deemed necessary when the determination of the City's need for the application is not part of the application. This code (Ord. 99-02-2506, eff. 11-3-2006) provides a discretionary permit in accordance with the purpose and goals of the Act. A discretionary permit is deemed necessary when the determination of the City's need for the application is not part of the application. This code (Ord. 99-02-2506, eff. 11-3-2006) provides a discretionary permit in accordance with the purpose and goals of the Act. A discretionary permit is deemed necessary when the determination of the City's need for the application is not part of the application. This code (Ord. 99-02-2506, eff. 11-3-2006) provides a discretionary permit in accordance with the purpose and goals of the Act. A discretionary permit is deemed necessary when the determination of the City's need for the application is not part of the application. This code (Ord. 99-02-2506, eff. 11-3-2006) provides a discretionary permit in accordance with the purpose and goals of the Act. A discretionary permit is deemed necessary when the determination of the City's need for the application is not part of the application. This code (Ord. 99-02-2506, eff. 11-3-2006) provides a discretionary permit in accordance with the purpose and goals of the Act. A discretionary permit is deemed necessary when the determination of the City's need for the application is not part of the application. This code (Ord. 99-02-2506, eff. 11-3-2006) provides a discretionary permit in accordance with the purpose and goals of the Act. A discretionary permit is deemed necessary when the determination of the City's need for the application is not part of the application. This code (Ord. 99-02-2506, eff. 11-3-2006) provides a discretionary permit in accordance with the purpose and goals of the Act. A discretionary permit is deemed necessary when the determination of the City's need for the application is not part of the application.
9-4-612: REVOCATION OR SUSPENSION OF PERMITS:
The director of public works may revoke or suspend permits issued pursuant to this article in accordance with title 4, chapter 1, article 1 of this code. (Ord. 99-0-2327, eff. 6-4-1999; amd. Ord. 06-0-2506, eff. 11-3-2006)

9-4-613: RIGHT OF ENTRY TO INSPECT:
The city shall have the right to enter upon any property at any reasonable time to make inspections and examinations for the purpose of enforcement of this article. (Ord. 99-0-2327, eff. 6-4-1999; amd. Ord. 99-0-2506, eff. 6-4-2006)

9-4-614: APPEALS FROM DENIAL, SUSPENSION, REVOCATION:
Any person whose application for a permit pursuant to this article has been denied, whose permit has been suspended or revoked, or whose permit has been suspended or revoked by the director of public works may appeal to the city council in accordance with title 1, chapter 4 of this code. (Ord. 99-0-2327, eff. 6-4-1999; amd. Ord. 06-0-2506, eff. 11-3-2006)
TO: Mayor Julian A. Gold, M.D. and Councilmember Robert Wunderlich, Ph.D.
FROM: Shana Epstein, Director of Public Works
       Daren Grilley, City Engineer
       Robert Sahagun, Street Maintenance Bureau Superintendent
DATE: January 29, 2019
SUBJECT: Street Maintenance Program & Sign Compliance Update

RECOMMENDATION
This report is for information only.

INTRODUCTION

This report summarizes Public Works street maintenance activities and our program for proactively addressing street-related repairs and upgrades. This information was previously reported to the Public Works Commission in August 2018 and to the Public Works Commission Liaisons on September 5, 2018. We are presenting this information again, with additional background related to street signs, to provide an opportunity to address any questions the liaisons may have.

The Street Maintenance Bureau (SMB) strives to safeguard the public by providing ongoing preventive maintenance and timely response to routine maintenance requests. SMB consists of two sections — Street Maintenance and Signals and Street Lighting — with the common mission to ensure the safety and efficiency for all modes of travel by maintaining the City’s streets, sidewalks, street lights, and traffic signals and communications. Additionally, SMB provides support services to other divisions in Public Works, as well as other Departments such as Community Development, Information Technology, and Risk Management. This report summarizes the activities and work program for these two sections.

DISCUSSION
Street Maintenance Section

Street Maintenance is responsible for preventive maintenance and emergency repairs of 102 centerline miles of street pavement, striping and markings, 150 miles of sidewalks, curbs, and gutters, 40 centerline miles of alleys, 18,248 traffic signs, and other improved surfaces within the public right-of-way.

In order to compile an all-inclusive list of ongoing and periodic preventive maintenance duties and special projects, a fiscal year work plan is developed and implemented based on year to year
priorities and available resources. The work plan is intended to be a document that is used to organize and prioritize preventive maintenance plans, special/CIP projects, and make staffing/resource adjustments accordingly dependent on departmental priorities. Since the document is a plan and unforeseen events usually occur, it may be necessary to change or refine the work plan over time.

**Signals and Street Lighting Section**

Signals and Street Lighting is responsible for emergency and preventive maintenance and repairs of the City’s municipal area network, 105 signal controlled intersections, over 5,500 street lights, over 1,200 public right-of-way electrical outlets used for holiday lighting, and over 600 CCTV and video detection cameras. Regular duties include maintenance and repair of street signals and street lights, installation of poles, cameras, communication equipment and other associated street lighting and signal maintenance duties.

Like the Street Maintenance Division, the Signals and Street Lighting group also compiled an all-inclusive list of ongoing and periodic preventive maintenance duties and special projects. This work plan is also intended to be a document that will be used to organize and prioritize preventive maintenance plans, special projects, and make staffing/resource adjustments accordingly dependent on departmental priorities.

**Street Transformation Enhancement Program – STEP**

In the past, most maintenance duties were completed on a reactive or as-needed basis. Under a new program, referred to as the “Street Transformation Enhancement Program” (STEP), staff will now implement a proactive, street segment by street segment (typically one or two street blocks at a time) approach to maintain and repair street pavement, striping, curb painting, sidewalks, signs and lighting to provide a higher level of service to residents and businesses and reduce liability risks for deficient or outdated infrastructure. The elements of STEP are detailed in Table 1 below.

The introduction of STEP represents a major change to our work program that will improve safety for motorists, pedestrians and cyclists in the community, as well as reduce the City’s risk exposure related to street infrastructure. This new program will allow staff to repair or replace deficient infrastructure systematically, street segment by street segment, thereby allowing residents and business owners to see a tangible improvement on their street and throughout their neighborhood.

The City’s risk management and legal counsel have been consulted and approve of this approach to addressing street infrastructure repairs and upgrades.

This will be part of the bureau’s ongoing work plan. Once the STEP program has been completed throughout the City, we will start over from the first street again to make sure that high quality conditions are maintained. Staff estimates completion of all residential streets every 7-8 years, based on current priorities, staffing levels, and allocated resources.
Table 1. Elements of “STEP”

| **Sidewalk Repairs**: repair (grinding, ramping or cutting) or replacement of sidewalks and curbs to reduce risk of pedestrian trip and fall incidents |
| **Sign Replacement**: Replace non-reflective and obsolete signs (street name, regulatory, and parking district signage. Detailed discussion in paragraph below. |
| **Street Marking Maintenance**: repaint lane lines, stop bars, crosswalks, and other street legends, curbs, address numbers, and fire hydrants |
| **Pavement Repairs**: Patch potholes and perform interim (in lieu of long term permanent repairs) localized skin patching of streets |
| **Street Light Repairs**: Inspection and repair of street lights. Replacement of street light clock/timer battery back-ups |
| **Traffic Signal Maintenance**: Maintain signal controller equipment, lights, pedestrian signals, and replacement of damaged or non-ADA accessible pedestrian push-buttons |
| **Additional Enhancements Coordinated with Other PW Divisions**: |
| - Tree trimming/pruning |
| - Re-painting of water valve lids |
| - Replacement of “Do Not Dump” markers on catch basins |
| - Repair of catch basin screens and inserts |

Street Sign Compliance

As part of STEP, crews will replace faded and obsolete signs and ensure compliance with national standards. Beverly Hills, like most public agencies as well as many private entities in the country, follows the Manual on Uniform Traffic Control Devices (MUTCD) as the standard for the selection and use of traffic control devices such as signs, traffic signals, and pavement markings.

The MUTCD is the national standard for all traffic control devices on any street open to public travel. It is produced by the Federal Highway Administration (FHWA) with input from highway agencies, police agencies, transportation professionals, automobile clubs and others over the last 90 years. With FHWA review and approval, the California Department of Transportation (Caltrans) supplements the national standard to produce the California MUTCD. The purpose of the MUTCD is to ensure uniform standards and specifications for all official traffic control devices throughout the country. The uniformity of shapes, sizes, colors, messages helps ensure that devices are visible, recognizable, understandable and necessary. Compliance with the MUTCD reduces crashes, improves traffic flow, and provides defense against tort claims.

As our crews perform block by block sign replacements, the work will typically include:

- Replacing sign posts to meet current standard material, location with respect to roadway, and breakaway ability;
- Replacing signs to meet current standards for sign design, size, reflectivity and mounting height;
- Adding signs as necessary for traffic regulations or parking districts; and
- Removing signs that are not necessary and otherwise distract motorists.
One particular category of signs, street name signs, deserve further discussion. The City’s existing street name signs are not uniformly installed at all intersections and are much smaller than the MUTCD specifies for visibility and legibility. In addition, the lettering is currently all capital letters while the MUTCD calls for a lettering style standard that is “a combination of lower-case letters with initial upper-case letters”. For example, RODEO DRIVE becomes Rodeo Drive. FHWA required this change based on studies that concluded mixed case lettering improves readability and decreases the time required for word recognition, especially for older drivers. Additionally, the size of the lettering on our existing street name signs is just over 3 inches while the MUTCD calls for 6 inch upper-case letters and 4.5 inch lower-case letters.

In 2007, the FHWA added a requirement that all street name signs be retroreflective by 2018. This requirement was added to improve nighttime visibility of traffic control devices. It applied first to regulatory and warning signs (e.g., speed limits and stop signs), and then was expanded to include guide signs and street name signs. Most of our current street name signs are non-reflective.

**NEXT STEPS**

The STEP program implementation will begin by mid-2019, following completion of other high-priority street and sidewalk repairs. In the meantime, staff has been implementing elements of the program in select areas throughout the City. Areas will be prioritized for upgrades based on factors including level of pedestrian activity, traffic volumes, and extent of deficiencies.

**Community Outreach**

Residents and businesses will be notified a minimum of ten calendar days in advance of upcoming work. Notices will be mailed to all properties within the project site perimeter. In situations that may have more direct impact on a property (e.g., sidewalk panel replacement), a door hanger will also be hand delivered. These notices will include a description of the work activities being performed, the schedule for the work and contact information for Public Works Customer Service.
BEVERLY HILLS CITY OF BEVERLY HILLS PUBLIC WORKS DEPARTMENT

MEMORANDUM

TO: Mayor Julian A. Gold, M.D. and Councilmember Robert Wunderlich, Ph.D.

FROM: Shana Epstein, Director of Public Works

DATE: January 29, 2019

SUBJECT: FY19/20 City Council Priorities


This report is being provided for information only.

The commission was presented the attached update and proposal for FY19/20 City Council Priorities. The Commission requested a specific deliverable be added to evaluate emergency water storage capacity.

The Commission was presented the attached update and proposal for FY19/20 City Council Priorities. The Commission requested a specific deliverable be added to evaluate emergency water storage capacity.

DISCUSSION

This report is being provided for information only.

RECOMMENDATION

1. Update on Fiscal Year 2018/2019 City Council Priorities Report from January 10, 2019 Public Works Commission Meeting

PUBLIC WORKS DEPARTMENT

CITY OF BEVERLY HILLS

HILLS
Public Works Commission

Michael Hensley, Senior Management Analyst
January 10, 2019

Update on Fiscal Year 2018/2019 City Council Priorities

At the outset of Fiscal Year 2018/2019, the City Council established 49 priorities for the entire City, including progress updates for items for which Public Works is the lead department or supporting department on 27 of these 49 priorities. Public Works is either the lead or supporting department on 27 of these projects. These priorities provide direction in the development of the City's budget and key work plans for the City's ten (10) departments.

A summary of these priorities for the entire City, including progress updates for items for which Public Works is either the lead or supporting department on 27 of these projects, is included as Attachment #1 to this report.

There are no updates for items for which Public Works serves in a support capacity with the exception of item #12 Beverly Gardens Park, item #13 La Cienega Park and item #14 La Cienega Park Master Plan.


FISCAL IMPACT

None.
<table>
<thead>
<tr>
<th>ITEM</th>
<th>DESCRIPTION</th>
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<tbody>
<tr>
<td>1</td>
<td>Anti-Voter Fraud Initiative. Examine what the City CA, CC, P&amp;M Monitor all future municipal elections in coordination with the Secretary of State's Office, and to provide education and outreach to the Los Angeles County Registrar-Recorder's Office and the District Attorney's Office. Create a collaborative community watchdog approach to prevent voter fraud.</td>
</tr>
<tr>
<td>2</td>
<td>Community Development. Evaluate CD, Implement ordinance on expansion of design review to hillside area. To be completed in February 2020. Explore opportunities to modify code to address design, view and site modifications.</td>
</tr>
<tr>
<td>4</td>
<td>Little Santa Monica. The sidewalk configuration. CD, P&amp;M Determine scope and process for reconfiguring South Santa Monica Boulevard for a more pedestrian and bicycle friendly atmosphere. Roadway of Santa Monica Boulevard are not pedestrian and bicycle friendly and do not emphasize the local-serving aspects of the street. This study would develop potential solutions to create a more &quot;complete street.&quot;</td>
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<tr>
<td>5</td>
<td>Community Plan. Learn from the recommendations of the task force and incorporate long term objectives into CIP and work plans. Community Plan. Include evaluation of Arts &amp; Theaters synergy. PW will provide support to other departments as necessary. Develop a long-range Urban Design plan.</td>
</tr>
<tr>
<td>6</td>
<td>Evaluating the City's Rent Stabilization CD. CS Implement the rental registration process. Utilize feedback from the Tenant-Landlord Forum to determine possible modifications. Continue community outreach activities and educational sessions. Initiate and complete a fee study (registration fees, appeal and hearing fees). PW will design and manage the construction of the office remodel for Rent Stabilization Staff on the 2nd floor of City Hall (suite 200 partially occupied by Community Services).</td>
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<td>7</td>
<td>Seismic Retrofit Program. Implement CD. Establish standards and guidelines for voluntary or mandatory compliance. Seismic retrofit program. Provide a report to City Council for consideration of what should be required by City ordinance.</td>
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<tr>
<td>8</td>
<td>Rent Stabilization Staff. Provide support. Design and manage the construction of the office remodel for Rent Stabilization Staff on the 2nd floor of City Hall (suite 200 partially occupied by Community Services).</td>
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<td>Item</td>
<td>Description</td>
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<tr>
<td>1</td>
<td>Preservation Incentives. Further development of CD:&lt;br&gt;Completerecognition program and adopt ordinance modifying historic preservation package of incentives, including fee waivers and standards if directed by Council. <strong>Fast track approvals.</strong></td>
</tr>
<tr>
<td>2</td>
<td>Automated Parking:&lt;br&gt;Hire consultant to CD&lt;br&gt;<strong>Priority is not funded, no deliverables are anticipated.</strong>&lt;br&gt;Inform Code amendment to all om with specific&lt;br&gt;Should a developer wish to explore this, City would work with developer on the analysis, performance standards, and development of ordinance language.&lt;br&gt;Provide further explanation of scope to Council before initiating contract.</td>
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<td>3</td>
<td>Fiscal Year 2018/2019 Deliverables:&lt;br&gt;1 through December 30 2018 Anticipated Completion by June 30 2019</td>
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<td>4</td>
<td>Consolidation of Permit Parking Zones:&lt;br&gt;CD, PDa&lt;br&gt;Implement the first multiple family zone by August 2018.&lt;br&gt;Develop plan to consolidate permit parking zones a Complete first pilot zone on the 100 block south of Wilshire Boulevard between Spalding and El Camino Drive.</td>
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<tr>
<td>5</td>
<td>Community Services&lt;br&gt;Support Beverly Gardens Park Restoration CS, PW&lt;br&gt;Complete Phase 3.&lt;br&gt;Eastern blocks construction and Doheny&lt;br&gt;Staff recommends removing this Project. Private fundraising effort will require&lt;br&gt;Complete landscape and hardscapework on the remaining blocks from Doheny Dr. to fountain replication construction will be item from Council Priorities support from City for coordination and inclusion Cañon Dr. completed by 3/30/2019 of City’s planned capital projects. Future phases will be accomplished over multiple years spending fundraising outcomes.</td>
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<td>6</td>
<td>Master Plan City Needs at La Cienega CS, PW&lt;br&gt;Develop and present Public Outreach Plan to Council along with a timeline and&lt;br&gt;Community outreach completed 12/01/2018&lt;br&gt;Complete conceptual design documents&lt;br&gt;Complete Master Plan, design Park &amp; Tennis Center Site. Coordinate regional implementation plan, development water retention, parking and community center&lt;br&gt;Complete master plan construction documents and bidding process needs in a master plan for the site.&lt;br&gt;Complete construction documents&lt;br&gt;Complete competitive selection process&lt;br&gt;Finalize selection of consultant for engineering services&lt;br&gt;Design replicas of Doheny and Gargoyle fountains.</td>
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<td>7</td>
<td>Open Space:&lt;br&gt;Explore options to CS, PW&lt;br&gt;CS will continue to look for opportunities to increase the City’s greenspace, including pocket parks. &lt;br&gt;PW will provide support to other departments as necessary.</td>
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<tr>
<td>8</td>
<td>Promote Arts &amp; Culture:&lt;br&gt;Examine ways to promote arts &amp; culture in Beverly Hills in conjunction with the community and school district. Consider creating an Arts &amp; Culture District.&lt;br&gt;Based on City Council direction, Community Services will reconfigure the Fine Arts Commission to include a subcommittee that will focus on expanding cultural arts within the City. \f</td>
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<tr>
<td>Task</td>
<td>Status</td>
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<tr>
<td>---------------------------------------------------------------------</td>
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<tr>
<td>Comprehensive Financial Review of Public Works</td>
<td>In progress</td>
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<td>Completed cost allocation study of West Hollywood water service</td>
<td>Completed</td>
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<td>Complete cost of service study for water.</td>
<td>In progress</td>
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<tr>
<td>Implement Infor asset management modules for water,</td>
<td>Planned</td>
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<tr>
<td>Conduct review of expenses and revenues for water operations</td>
<td>In progress</td>
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<tr>
<td>Adjust water service charges based on cost signals programs</td>
<td>In progress</td>
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<tr>
<td>Examine water rate charges for management modules</td>
<td>In progress</td>
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<td>Implemented wastewater, customers service, and stormwater asset</td>
<td>Completed</td>
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<tr>
<td>Human Resources</td>
<td>Support</td>
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<td>Independent Internal Auditor</td>
<td>Support</td>
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<td>Support the Ad-Hoc Committee and City Council with the selection</td>
<td>Support</td>
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<td>Process to identify a new City Auditor</td>
<td>Support</td>
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<tr>
<td>Provide support and assistance to the new Independent Auditor</td>
<td>Support</td>
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<tr>
<td>PW will design and manage the construction officer remodel for</td>
<td>Support</td>
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<td>Future Auditor’s office at 2nd floor City Hall (currently occupied</td>
<td>Support</td>
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<td>by community services)</td>
<td>Support</td>
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<tr>
<td>Advertise Employment Opportunities for HR</td>
<td>Support</td>
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<tr>
<td>Research additional initiatives including news stories for</td>
<td>Support</td>
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<tr>
<td>Local news and press outreach via City’s local advertisement</td>
<td>Support</td>
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<tr>
<td>Continue outreach effort in print publications, e-newsletters and</td>
<td>Support</td>
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<tr>
<td>at City events.</td>
<td>Support</td>
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<td>Work on implementing staff presence at Farmer’s Market</td>
<td>Support</td>
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<tr>
<td>Technology</td>
<td>Support</td>
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<tr>
<td>Expand the use of technology to ITF to the Premise</td>
<td>Support</td>
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<tr>
<td>Improve efficiency in all initiatives. Work plan</td>
<td>Support</td>
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<tr>
<td>Offer triple play services in new service area as per rollout</td>
<td>Support</td>
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<tr>
<td>Items include completing the next phase of E-Gov</td>
<td>Support</td>
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<tr>
<td>Beta rollout in the summer.</td>
<td>Support</td>
</tr>
<tr>
<td>Expansions of wired and wireless networks</td>
<td>Support</td>
</tr>
<tr>
<td>Timelines to be completed in summer 2018</td>
<td>Support</td>
</tr>
<tr>
<td>Initiation of Fiber to the Premise (FiTIP) projects</td>
<td>Support</td>
</tr>
<tr>
<td>Continue build-out of FiTIP infrastructure per the completed fiber</td>
<td>Support</td>
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<tr>
<td>Network and services.</td>
<td>Support</td>
</tr>
<tr>
<td>Continue research and begin implementation on strategic plan</td>
<td>Support</td>
</tr>
<tr>
<td>Commercialization of City technologies and e-Gov projects</td>
<td>Support</td>
</tr>
<tr>
<td>Feasibility of offering technology services to the public</td>
<td>Support</td>
</tr>
<tr>
<td>Complete user interface enhancements including single sign-on</td>
<td>Support</td>
</tr>
<tr>
<td>Web portal, new parking permits, expanded online services</td>
<td>Support</td>
</tr>
<tr>
<td>and revised website.</td>
<td>Support</td>
</tr>
<tr>
<td>Redesign website and site-wide navigation</td>
<td>Support</td>
</tr>
<tr>
<td>Expand responsive mobile web interface</td>
<td>Support</td>
</tr>
<tr>
<td>Add new transactions to customer-focused website</td>
<td>Support</td>
</tr>
<tr>
<td>Autonomous Vehicles</td>
<td>Support</td>
</tr>
<tr>
<td>Implement a IT, CD, PW support to IT as necessary.</td>
<td>Support</td>
</tr>
<tr>
<td>PW will provide support to CD as necessary.</td>
<td>Support</td>
</tr>
<tr>
<td>Advocate for legislation that supports AV</td>
<td>Support</td>
</tr>
<tr>
<td>Addressed first and last mile issues.</td>
<td>Support</td>
</tr>
<tr>
<td>Present AV plans to Council and begin implementation.</td>
<td>Support</td>
</tr>
<tr>
<td>As envisioned, the program would involve a fleet of City-operated</td>
<td>Support</td>
</tr>
<tr>
<td>Autonomous vehicles that would provide on-demand, point-to-point</td>
<td>Support</td>
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<tr>
<td>Mobility to members of the public.</td>
<td>Support</td>
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<tr>
<td>Community Video Security</td>
<td>Support</td>
</tr>
<tr>
<td>Expand the IT, PD, PW support to other departments as necessary.</td>
<td>Support</td>
</tr>
<tr>
<td>PW will provide support to other departments as necessary.</td>
<td>Support</td>
</tr>
<tr>
<td>PW has been managing the installation of CCTV cameras on streets.</td>
<td>Support</td>
</tr>
<tr>
<td>PW crews will complete installation of cameras.</td>
<td>Support</td>
</tr>
<tr>
<td>PW will continue to support PD within the City's existing Closed</td>
<td>Support</td>
</tr>
<tr>
<td>Circuit Television Camera System (CCTV system.</td>
<td>Support</td>
</tr>
<tr>
<td>Deploy BHUSD cameras per the agreed upon plan/District, light poles</td>
<td>Support</td>
</tr>
<tr>
<td>as designed by IT consultant.</td>
<td>Support</td>
</tr>
<tr>
<td>PW crews installed 12 of the CCTV system at more than 3 signalized</td>
<td>Support</td>
</tr>
<tr>
<td>and IT as needed for future camera installations.</td>
<td>Support</td>
</tr>
<tr>
<td>Recognition (ALPR) for residential areas in the Fiscal Year’s</td>
<td>Support</td>
</tr>
<tr>
<td>locations in the right-of-way.</td>
<td>Support</td>
</tr>
<tr>
<td>Expand parking facility cameras.</td>
<td>Support</td>
</tr>
<tr>
<td>Residential cameras in North Santa Monica Blvd will be installed by</td>
<td>Support</td>
</tr>
<tr>
<td>2/28/19.</td>
<td>Support</td>
</tr>
<tr>
<td>Infrastructure in support of residential cameras on North Santa</td>
<td>Support</td>
</tr>
<tr>
<td>Monica Blvd completed; cameras currently being installed.</td>
<td>Support</td>
</tr>
<tr>
<td>145 cameras and maintained approximately 50 cameras at various</td>
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<td>intersections by 8/30/19.</td>
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<td>Support</td>
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</tbody>
</table>
Completed through December 31, Legislative Efforts.

Work towards retaining local control and developing regional approaches for solutions to issues. Work cohesively with other focal jurisdictions and regional organizations to ensure the city’s voice is heard on important legislative matters.

Work with the City Attorney’s office on an initiative to protect local control.

ITEM 21

PUBLIC SAFETY

Continue to strengthen the ability PD/Fill’ Implement Adopt-A-School Area Program. PD has coordinated with Fire in reviewing Wildland Fire Program. PD will review and recommend Council amendments to the Tree Master Plan/UFMP. PD and PW will continue developing a plan to address the issues identified in the Needs Assessment report presented to Council on 12/18/18, including a contract with a consultant to prepare an assessment and Master Plan, with the goal of implementing a comprehensive model/new UFMP in February. The first priority of this construction project that resolves most of the identified issues is to prevent and respond to incidents.

Work plans to include: Police facility issues. PW issued RFP for the Urban Forest Management Plan (UFMP) in 2019. PD will work on the portions of the Master Plan that are to be developed in the project. PW will work on the portions of the UFMP that will be implemented in 2021.

PD will conduct a study of current jail staffing services. PD will provide a Succession Plan to City Council. PD will provide updates on the strategic plan; expand mobile workforce to fire inspectors. PW completed a flood inundation mapping of the Greystone Reservoir. PW finalized debris removal and debris stockpiling of resources. PW conducted delivery of a fire engine and fire truck in the Fall of 2018. PD completed a post-earthquake drill, departmental operations center. PD conducted a training program for the Fire Department’s new strategic plan. PD completed a strategic plan for the Fire Department’s Strategic Plan. PW completed an evacuation drill.

PD will work on updating the crime statistics provided to the public. PD will update the City’s Emergency Operations Plan, create a Fire Department new strategic plan, and conduct the Fire Department’s Strategic Plan. PW will conduct an assessment and recommendation to City Council on the Body Camera monitoring contracts and data program. PW updated the Greystone Reservoir Emergency Acton Plan.

PD will provide a City Council with regular updates on the strategic plan. PD will also provide regular updates to the Fire Department’s strategic plan and the Fire Department’s accreditation program. PD will continue to explore the feasibility of the Nurse Practitioner role. PD will conduct a study of current jail staffing services.

PD will work with the Los Angeles and West Hollywood Regional Water Quality Control Board and the State Water Resources Control Board on the feasibility study completed for La Cienega Park and Frank Fenton Field. PW will work with the cities of Los Angeles and West Hollywood on the Regional Stormwater Project. PW will also work with the Regional Water Quality Control Board for guidance on design concept approach.

PW established a funding program for FY 2019/2020 to develop and build a regional stormwater facility. PW initiated and drafted an MOU with the cities of Los Angeles and West Hollywood on an agreed design concept. The Regional Stormwater Project will be implemented stormwater for the 3 cities, as identified in the Enhanced Master Plan and corresponding project contributions. Coordination meetings held with the cities of Los Angeles and West Hollywood.

PW completed a preliminary design report and cost-benefit analysis. PW will also conduct a study of current jail staffing services to present project findings to the regional water quality board.

PW explored stormwater capture system and diversion to sewer recommendations for the PDR and Stormwater System CIP plan to PWC and CC.
<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Redevelop decommissioned reservoir site for Integrated Water Resources Master Plan item with item #38 Reservoir storage of Potable and Non-Potable water and Reconstruction and Water Storage evaluate purple piped distribution system.</td>
</tr>
<tr>
<td>2</td>
<td>Work on Matrix #125 (FIN in supporting role) with The Water Supply and Distribution Program to develop a written operational plan for the system-wide replacement of the meter transmission units.</td>
</tr>
<tr>
<td>3</td>
<td>Create an interface within Matrix #123 (FIN in supporting role) as part of the Infor implementation to automatically transfer work orders already prepared in Munis into Infor.</td>
</tr>
<tr>
<td>5</td>
<td>RFPreleased with no proposals submitted. PW negotiating scope and fees with two contractors as of 12/31/18.</td>
</tr>
<tr>
<td>6</td>
<td>Gateway at Santa Monica/Doheny has been designed. Project to continue if property becomes available. Include La Cienega Gateway design in La Master Plan project awaiting La Cienega Park Master Plan. Doheny Gateway waiting on land acquisition.</td>
</tr>
<tr>
<td>7</td>
<td>Present draft Submetering Policy to PW Commission in August. Amend Article #3 to include revenue stabilization rate schedule. Present draft Submetering Policy to City Council at Study Session January 2018.</td>
</tr>
<tr>
<td>8</td>
<td>Separates Landscape Metering. PW develops a program to incentivize irrigation metering to promote water use efficiency. Complete incentive program for separate landscape metering. Require and finance the installation of a separate landscape meter program for all existing properties.</td>
</tr>
<tr>
<td>9</td>
<td>Continue to implement the City's water conservation program. Address excess water use as part of the new water rates process. Add a mandatory conservation schedule to Council at Public Hearing on the Water Tracker to WaterSmart software. Completed amendment of Article 2 regarding daily water use 1/15/2019.</td>
</tr>
<tr>
<td>10</td>
<td>Present draft Submetering Policy to PW Commission in August. Amend Article #3 to include revenue stabilization rate schedule. Present draft Submetering Policy to City Council at Study Session January 2018.</td>
</tr>
</tbody>
</table>

Note: The table continues with similar entries for other items.
ITEM 45
• Complete construction of the Oil Well Plugging Project for the City of PW, P&M, FIN.
• Complete plugging of oil wells.
• Contracts with BHUSD, contractor, and technical consultant.
• PW will continue to manage oil wells.

Beverly Hills is working with the Beverly Hills Unified School District to plug 19 oil wells. The project completion date is anticipated to be May 2020.

Gas pressure in all wells was reduced and has been maintained well below maximum levels.

PW, FIN, and CAD will work with BHUSD for reimbursement for their share of the project.

Four wells have been successfully plugged and abandoned as of December 31, 2018. The fifth well will be completed on January 4, 2019.

Contracts were amended on December 18, 2018 to increase the project costs. An independent technical expert was retained to assist in cost reduction strategies.

ITEM 47
• Award construction contract.
• Complete construction by March 31, 2019.
• Negotiate with Edisonto allow Improvements - Improve 3rd street Tour Bus Stop.

• Complete construction installation of public art on the Staging Area with new bus shelter, landscaping, station yard walls, seating areas, information kiosk, and a public restroom facility.

ITEM 48
• Rodeo Permanent Bistro Seating.
• PW prepares schematic design plans, design development, and construction documents.
• Selected a design firm and completed construction documents.
• Replace existing temporary k-rails and site furnishings with permanent seating elements.
• Start construction.
• Held stakeholder meetings to improve pedestrian safety along Rodeo Drive.
• Promotes sensible seating opportunities, creates spaces for people to sit and relax, and increases community interaction and aid in the support of local businesses.

ITEM 49
• Tree Master Plan.
• PW updates the Tree Master Plan.
• PW will review and recommend Council.
• Continued management of UFMP award contract with consultant to prepare project.

• Project completion between 6/12 and 12/12.
• Project completion anticipated in February.
• The project is expected to take 18-24 months to complete; the first phase of work will be focused on wildland fire risks.

Assess current and future operational needs of the Public Works Department.
TO: Mayor Julian A. Gold, M.D. and Councilmember Robert Wunderlich, Ph.D.
FROM: Shana Epstein, Director of Public Works
DATE: January 29, 2019
SUBJECT: Future Items for Discussion

RECOMMENDATION
This report is being provided for information only.

DISCUSSION
The Commission has requested the following items be discussed with the City Council Liaisons:
1) Article 3 Revisions
2) Emergency Water Storage