



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

A handwritten signature in black ink, appearing to read "Lourdes Sy-Rodriguez".

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.



CITY OF BEVERLY HILLS
PUBLIC WORKS SERVICES DEPARTMENT
MEMORANDUM

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

ATTACHMENT: 1. Water Supply Fee Update Report dated October 24, 2018 by Bucknam & Associates

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:

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

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:

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

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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APPENDIX A-1 City's Water Efficient Landscape and Metering Requirements for New and Rehabilitated Landscapes for Residential and Non-Residential Projects

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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.



- Prepare Information Fact Sheet summarizing revisions to Water Supply Fee for distribution to property owners and developers.
- Prepare Draft Water Supply Fee Report (Report) recommending a revised Water Supply Fee.
- Discuss Draft Report with Public Works management, staff and City Attorney.
- Prepare Updated Report based on comments from Public Works management, staff and City Attorney.
- Prepare PowerPoint presentation summarizing report.
- Attend Public Works Commission meeting and present revised Report.
- Attend City Manager's Project Review Meeting and present revised report.
- Attend City Council Liaison meeting and present Report.
- Attend City Council Study Session and Regular City Council meetings to present Updated Report.
- Attend Public Hearing for consideration of adoption of the Updated Report.
- Assess comments from the above noted meetings and prepare a Final Updated Report.

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 divided by 365 days 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 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-feet 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.



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; $2,828 \text{ acre-foot per year} / 11,313 \text{ acre-foot per year} = 0.25$, 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



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.



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**

Irrigation Fees Collected	\$ 149,594.00
Domestic Fees Collected	\$ 645,308.00
No Water Meter	\$ 47,026.77
Processing Fee	\$ 175.00
Irrigation Fees Pending Collection	\$ 167,564.54
Domestic Fees Pending Collection	\$ 369,585.00
Processing Fees Pending Collection	\$ 560.00
Total	\$ 1,379,813.31

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 2. Project Cost Projection
 Three High Capacity Wells, Transmission Main, & Treatment Project Cost**

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

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 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

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

(1) Source: Table VI.2.5 Meter equivalents based on meter capacity
 "Principals of Water Rates, Fees and Charges" Manual M1, Sixth



Edition, American Water Works Association

- (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

Indoor Use AFY (50% of Average)	Cost per AFY	Fee
0.33	\$26,420	\$8,719
Average Single-Family Residence Size (square feet)		5,000
Fee for Redevelopment or Expansion per Square Foot		\$1.74

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



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

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

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.



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 Projects¹; which could provide additional local groundwater supplies.

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



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.
 - All non-residential structures are required to collect all roof drainage into cisterns to be reused for landscape irrigation.
 - 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

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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



CITY OF BEVERLY HILLS
PUBLIC WORKS DEPARTMENT

MEMORANDUM

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

FROM: Gil Borboa Jr., Assistant Director of Public Works
Josette Descalzo, 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.

FISCAL IMPACT

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



CITY OF BEVERLY HILLS
PUBLIC WORKS DEPARTMENT
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 gauge 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.

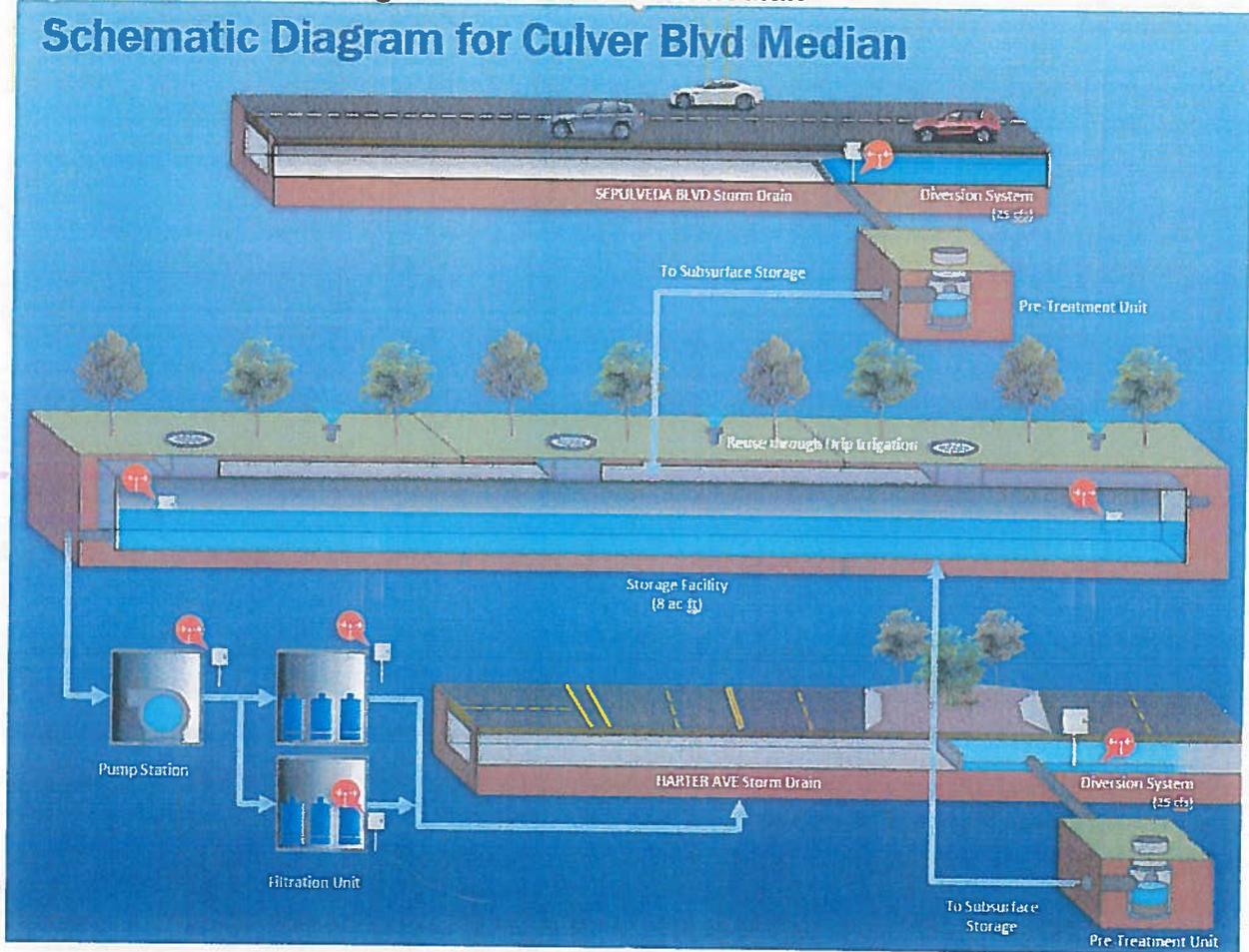
Currently, staff is proposing a \$3.5M cost-sharing contribution which will result in 4.4 acre-ft. compliance credit for Beverly Hills. Only Beverly Hills and Culver City would be partnering in this project.

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



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 1: Project Cost and Funding

Project Cost	\$15.6M
Project Funding Source	
Prop 84 Grant	\$3.3M
Prop 1 Grant	\$4.4M
Culver City	\$4.4M
Beverly Hills	\$3.5M

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.)

Project	Capital Cost	Capacity (acre-ft.)	Capacity Cost \$/acre-ft.
Burton Way Median (Phase 1)	\$3.7M	4.0	\$925K
Burton Way Median (Phase 1 + Phase 2)	\$9.8M	9.0	\$1.1M
Culver Median Project	\$3.5 M	4.4	\$795K

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.



CITY OF BEVERLY HILLS
PUBLIC WORKS DEPARTMENT
MEMORANDUM

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

FROM: Gil Borboa Jr., Assistant Director of Public Works

Josette Descalzo, Environmental Compliance and Sustainability
Programs Manager

DATE: January 29, 2019

SUBJECT: Amending the definition of "BASIN" in the Water Supply Municipal Code of the City of Beverly Hills

ATTACHMENT: 1. Amending the definition of "BASIN" in Water Supply Municipal Code – January 10, 2019 Public Works Commission Report

RECOMMENDATION

Staff is seeking the Liaison's recommendation to move forward to amend the definition of "BASIN" in the Water Supply Municipal Code to include Santa Monica and unadjudicated portions of the Central groundwater basins with the Hollywood Basin.

DISCUSSION

Amending the definition of "BASIN" to include the Santa Monica and unadjudicated portion of Central groundwater basins in the Water Supply Municipal Code will expand the applicability of groundwater management written in Article 6 ("Water Supply") of Chapter 4 ("Water Regulations" of Title 9 ("Building and Property Health and Safety Regulations") of the municipal code to city-wide.

The proposed amendment will add eight (8) dewatering facilities located in Santa Monica and unadjudicated portions of Central groundwater basins. If the amendment passes, these facilities will be subjected to the permitting process, use its groundwater beneficially or be subjected to a replenishment fee.

Staff scheduled a workshop on January 30, 2019 to introduce the amendment to the eight dewatering facilities that will be affected by the proposed amendment.

PUBLIC WORKS COMMISSION ACTION

The proposed amendment was presented to the Public Works Commission on January 10, 2019. The commission voted 5-0 to support the proposed amendment which expands the City's ability to manage its groundwater sources.

ATTACHMENT 1



CITY OF BEVERLY HILLS
DEPARTMENT OF PUBLIC WORKS

MEMORANDUM

TO: Public Works Commission

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

DATE: January 10, 2019

SUBJECT: Amending the definition of "BASIN" in the Water Supply Municipal Code
of the City of Beverly Hills

ATTACHMENTS: 1. Proposed Changes to the Municipal Code
2. Map of Local Groundwater Basins

RECOMMENDATION

Staff recommends that the Public Works Commission support the recommendation to amend the definition of "BASIN" in the Water Supply Ordinance of the City of Beverly Hills to include Santa Monica and the unadjudicated portions of the Central groundwater basins with Hollywood Basin in the definition.

INTRODUCTION

In September 19, 2006, the City of Beverly Hills adopted an ordinance, Chapter 4 Article 610 (BHMC 9-4-610) of Title 9 of the municipal code relating to the removal of groundwater (dewatering) and furthering the management of the groundwater basin in the Hollywood Basin. BHMC 9-4-610 provides dewatering facilities management options by regulating the use of shallow groundwater towards beneficial use rather than continued dewatering that sends water to the storm drain system and require a permit for such activities that would allow the City to record the volumes extracted from the basin. If the dewatering facility cannot beneficially use the groundwater, the facility is required to pay the City a replenishment fee.

Amending the definition of "BASIN" to include the Santa Monica and unadjudicated portion of Central groundwater basins in the Water Supply Municipal Code will expand the applicability of groundwater use and operation provisions written in Article 6 ("Water Supply") of Chapter 4 ("Water Regulations") of Title 9 ("Building and Property Health and Safety Regulations") of the Beverly Hills Municipal city-wide. In addition, amending the definition of "BASIN" will help the City further its groundwater management as supported by the Sustainable Groundwater Management Act (SGMA) by applying groundwater management and evaluation process currently written in the Water Supply Municipal Code of the City of Beverly Hills.

BACKGROUND

In September 2006, the City of Beverly Hills adopted an ordinance amending Article 6 ("Water Supply") of Chapter 4 ("Water Regulations") of Title 9 ("Building and Property Health and Safety Regulations") of the Beverly Hills Municipal Code to include Article 610 (Dewatering) of Chapter 4 of Title 9 (BHMC 9-4-610) in the municipal code. BHMC 9-4-910 furthered the City's effort in managing its groundwater by establishing a permit process and options for those properties that are dewatering other than the City. The municipal code provided management options to existing and future dewaterers within the Hollywood Basin. These options include:

1. Dewaterers can replenish the groundwater basin. The dewaterer will have to adhere to all state and federal laws to implement groundwater replenishment.
2. A permit and a replenishment fee will be required for any dewaterer that cannot use its groundwater for beneficial use.
3. A permit and an annual consumption and usage report will be required for any dewaterer that uses its groundwater for beneficial use. There is no replenishment fee.
4. If the dewaterer wishes to deliver its groundwater to the City, then an agreement will be established between the dewaterer and the City.

The replenishment fee discussed in the ordinance is constructed to assist in paying for the already existing costs of purchasing replacement water and lost economies of scale at the City's water treatment plant. It is only intended to recover these costs and not increased to provide added revenue to the City. The collection of a replenishment fee is to offset the City's already expended cost to replace the groundwater that is not being extracted from the Hollywood Basin due to continued dewatering activities. All funds collected will be deposited into the Water Enterprise Fund, which is solely for use to provide a reliable water supply of high quality in Beverly Hills and portions of West Hollywood.

When the amended ordinance passed, ten (10) dewatering sites within the Hollywood Basin were affected by the ordinance. Eight (8) out of the ten (10) dewatering sites couldn't use its groundwater beneficially and applied for the permit and subjected to a replenishment fee. The remaining two (2) of the dewatering sites came to an agreement with the City that partially funded the construction of the two Maple Shallow Groundwater Wells.

DISCUSSION

In an effort to further manage the City's groundwater sources citywide, staff is recommending to amend the definition of "BASIN" in BHMC 9-4-602 to include Santa Monica and unadjudicated portion of Central groundwater basins in the Water Supply Municipal Code. Amending the definition of "BASIN" will cover all existing groundwater basins city-wide (See Attachment 2) compared to only the Hollywood Basin as currently written.

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 in the municipal code.

As an 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 adjudicated portions of the Central groundwater basin. The new list of facilities are 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 1** is a list of dewatering facilities and corresponding annual maximum dewatering volumes for each location as written in their respective NPDES permits.

Table 1: Lists of Current Dewatering Facilities in Santa Monica and La Brea Sub-Area Basins.

Location	Annual Acre-Ft.
Metro Purple Line Section 1	700
9900 Wilshire Blvd.	161
9212 Olympic Blvd.	161
99 N. La Cienega Blvd.	168
8536 Wilshire Blvd.	84
8641 Wilshire Blvd.	6
8501 Wilshire Blvd.	17
8383 Wilshire Blvd.	25
Total	1322

The proposed amendment will help account for approximately 1322 acre-ft. (431 MG) 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 cost as outlined in the current ordinance.

FISCAL IMPACT

Dewatering facilities that are not able to put its groundwater to beneficial use will be subjected to the replenishment fee. The replenishment fee is calculated based on MWD Tier 1 Rate plus fifteen percent (15%) administrative fee. For calendar year 2017 and 2018, the replenishment fee is \$1,125.85 and \$1,167.25 per acre-ft., respectively. The Metro Purple Line Section 1 replenishment fee rate is based on the terms agreed upon in the Memorandum of Agreement (MOA).

NEXT STEPS

If the Commission recommends to move forward with ordinance amendment, staff will begin its 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.

ATTACHMENT 1

Article 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 in such a manner that the city's water supply, including, but not limited to, the ground water resources within the jurisdiction of the city, will remain a viable resource and be put to the most efficient and beneficial use by the city and its inhabitants, while also safeguarding the health, safety and welfare of the inhabitants of the city. (Ord. 99-O-2327, eff. 6-4-1999)

9-4-602: DEFINITIONS:

Unless the context otherwise requires, the following definitions shall govern the construction of this article:

ACTIVE WELL: A water well that is routinely operated and supplies greater than or equal to five percent (5%) of the water supply requirement of the property upon which it is located.

BASIN: The Hollywood, Santa Monica, and unadjudicated portions of the Central groundwater basins, as defined in Bulletin 118 of the Department of Water Resources, as amended from time to time.

BASIN DRAINAGE AREA: 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 basin.

CONTAMINATION: Shall have the meaning set forth in California Water Code section 13050.

DEWATERING: The removal of ground water from below the surface of the ground through pumping, drainage, evaporation, seepage or any other active or passive process, other than removal for application to beneficial use, as that term is defined under state law.

EMERGENCY: One of the following circumstances:

- A. An imminent threat of or actual contamination or pollution of the ground water of the city; or
- B. Well used for the purpose of dewatering excavation during construction; or

C. An immediate threat of substantial loss of personal or real property within the city.

EXPORT: The extraction of ground water from land overlying the basin within the plan area for use on land outside the plan area.

EXTRACTION: The act of obtaining ground water by pumping or by some other controlled means.

GROUND WATER: All water beneath the surface of the earth within the zone below the water table in which the soil is completely saturated with water, but does not include water which flows in known and definite channels.

INACTIVE WELL: A well that is not routinely operating but capable of being made operable with a minimum effort.

MODIFICATION OR REPAIR: Shall only mean the deepening of an existing well, or reperforation, sealing or replacement of an existing well casing.

PERSON: Includes a governmental entity, unless that entity is exempt from the application of this article pursuant to state or federal law.

PLAN AREA: Those lands within the incorporated boundaries of the city of Beverly Hills as well as those lands within the city's retail water service area, as it may exist from time to time.

POLLUTION: Shall have the meaning set forth in California Water Code section

13050. **PREMISES:** Any improvement to land, including, but not limited to, any building, structure, roadway, tunnel, tank or excavation.

RECHARGE: The process or action by which water reaches the saturated zone of the basin, where it is available for extraction. Recharge may occur through either percolation or injection.

REENTRY OF A WELL: The process of cleaning out by drilling, jetting, or any other method an abandoned or inactive well.

WELL OR WATER WELL: Any artificial excavation constructed by any method for the purpose of extracting water from the ground. "Well" or "water well" shall not include:

A. Oil and gas wells, or geothermal wells constructed under the jurisdiction of the California state department of conservation, except those wells converted to use as water wells; or

B. Wells used for the purpose of dewatering excavation during construction; or

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. 74-81 and 74-90, as each may be amended. (Ord. 99-O-2327, eff. 6-4-1999; amd. Ord. 06-O-2506, eff. 11-3-2006)

9-4-603: USE OF GROUND WATER:

A. Prohibited Without A Permit: No person owning, leasing, occupying or having charge or possession of any property in the city 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; or
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 title 4, chapter 1, article 1 of this code.

C. Permit Application: In addition to any other information required by section 4-1-102 of this code and any other information the director of public works may deem necessary in order to determine whether a ground water use permit should be issued, an application for a ground water use permit shall include all of the following information:

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 ground water extraction well(s) to be used as 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. Whether a well permit was issued for drilling or construction of the well(s), according to section 9-4-605 of this article, and a copy of any permit thus issued;

5. A detailed description of the proposed beneficial use of ground water by the applicant, including the place of use, purpose of use (i.e., domestic, irrigation, power, frost protection, municipal, mining, industrial, fish and wildlife preservation and enhancement, recreational, water quality, stock watering, heat control or other type of use according to state law), manner of use, season of use, and maximum and average quantities of use on annual and gallons per minute bases.

D. Standards For Permit Issuance: The director of public works may issue a ground water use permit if he or she finds that the application is for a reasonable and beneficial use of water, the applicant has applied for water service from the city and the city has declined to offer water service to the applicant in lieu of the applicant's use of ground water, use of the ground water would not be injurious to public health based on the quality of the water, and the applicant has satisfied the general criteria of section 4-1-103 of this code.

E. Reporting Requirement: Any ground water use permit shall be conditioned upon the permittee's reporting the amount of ground water extracted and used as required by the director of public works.

F. Revocation Or Suspension Of Permit: The director of public works may revoke or suspend a ground water use permit in accordance with title 4, chapter 1, article 1 of this code, or if the permittee does not use any ground water or report any ground water usage for a period exceeding five (5) years. (Ord. 06-O-2506, eff. 11-3-2006)

9-4-604: MULTIPLE WATER SUPPLY:

A. Prohibited Without Permit: No person owning, leasing, occupying, or having charge or possession of any premises in the city shall supply the premises with potable water received from the city and concurrently supply the premises with potable water received from a water well located on the premises or a water well located on any other premises located within the boundaries of the city, unless:

1. On the effective date of this article, the premises is receiving potable water from the city and concurrently receiving potable water from an active well located on the property; or

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

B. Permit Procedures: The director of public works may issue multiple water supply permits in accordance with title 4, chapter 1, article 1 of this code.

C. Permit Application: In addition to any other information required by section 4-1-102 of this code and any other information the director of public works may deem necessary in order to determine whether a multiple water supply permit should be issued, an application for a multiple water supply permit shall include all of the following information:

1. The applicant's name and address;
2. The location of the property to which concurrent water supply 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 (i.e., owner, lessee, renter) and the name and address of the owner of the property if the applicant is not the owner; and
4. A detailed description of the water supply sources, other than the city, from which the property will be supplied. Such description shall include:
 - a. The name and address of the person supplying the water, and the legal description of the property from which the water is supplied;
 - b. A plot plan (scale $\frac{1}{4}$ inch equals 20 feet) indicating the location of the supply source and detailing the delivery and piping system providing for receipt of the water to the property;
 - c. A statement from the person supplying the water describing the legal basis of their water rights and authority to deliver water from their source off the respective property;
 - d. The uses to which all water supplied to the property will be put; and
 - e. A detailed description of the need for concurrent water supplies to the property, including the reasons why water service from the city alone is inadequate to meet the water requirements of the applicant.

D. Standards For Permit Issuance: The director of public works may issue a multiple water supply permit if the director finds that the applicant has satisfied the general criteria of section 4-1-103 of this code.

E. Revocation Or Suspension Of Permit: The director of public works may revoke or suspend a multiple water supply permit in accordance with title 4, chapter 1, article 1 of this code. Upon notification by the city that a multiple water supply permit is suspended or revoked, the city may terminate city water service to

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 boundaries of the city. (Ord. 99-O-2327, eff. 6-4-1999; amd. Ord. 06-O-2506, eff. 11-3-2006)

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 upon which the well is located;
 3. The approximate location of the well on the property; and
 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 waterflow measuring device 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 be signed by the operator under penalty of perjury and shall summarize the amount of percolating ground water extracted by the operator within the preceding water year or an alternatively designated annual reporting period. 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 acreage 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.

D. Permit Required For Installation, Modification Or Destruction Of Wells: No person shall drill, install or construct a well; inactivate a well; modify or repair an existing, inactive or abandoned well; reenter an abandoned or inactive well; or destroy an existing, inactive or abandoned well within the boundaries of the city, unless:

1. The person has obtained prior approval from the city by applying for and obtaining a well permit in accordance with this article for the specific work to be performed; or
2. The well is supplying water to land within the city on the effective date of this section, provided that the well is used for the same purpose as on the effective date of this section, and provided that the well is maintained, operated, and used in accordance with the standards and provisions of this article.

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

F. Permit Application: In addition to any other information required by section 4-1-102 of this code and any other information the director of public works may deem necessary in order to determine whether a well permit should be issued, an application for a well permit shall include all of the following information:

1. The applicant's name and address;
2. The name of the person who will perform the work on the well;
3. A statement that the person who is to perform the work on the well is licensed under the provisions of chapter 9 of division 3 of the California Business and Professions Code as a well drilling contractor, including the number of such license, and that such license is in full force and effect and a certificate satisfying the requirements of section 38000 of the Labor Code; or, a statement that the applicant is exempt from these provisions and the basis of the claimed exemption(s);
4. The estimated or proposed depth of the well, casing material, sealing material, sealing method, use of the well, and drilling method to be used;
5. A description of the proposed method by which the work is to be performed;
6. The location of the property and well site, including the street address and assessor's parcel number(s); and
7. A plot plan (scale $\frac{1}{4}$ inch equals 20 feet) indicating the location of the well with respect to the following items:
 - a. Property lines;

- b. Sewage disposal systems or works carrying or containing sewage or industrial wastes within a two hundred foot (200') radius of the proposed well;
 - c. Perennial, seasonal, natural or artificial water bodies or watercourses, including, if applicable, the location of the 100-year floodplain;
 - d. The drainage pattern of the property;
 - e. Existing wells on the property, whether put to domestic, industrial, agricultural or other use;
 - f. Access roads and easements (including water, sewer, utility, and roadway easements);
 - g. The approximate ground level elevation of well site above mean sea level and the source of said information;
 - h. Existing and/or proposed structures; and
 - i. Animal or fowl enclosures, pens, paddocks, stockyards within a two hundred foot (200') radius of the proposed well site.
- G. Standards For Permit Issuance: 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. 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.

H. Guarantee Of Performance: Prior to the issuance of a well permit, 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, but not in excess of the total 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 city. These percentages may vary to cover special conditions and circumstances in order to guarantee performance and compliance with this

article. Licensed well drilling contractors shall not be required to post a bond or deposit guaranteeing performance.

I. Performance Of Work: All work pursuant to a well permit shall be performed in accordance with those standards for constructing, drilling, installing, or inactivating a well; modifying or repairing an existing, inactive or abandoned well; reentering an abandoned or inactive well; or destroying an existing, inactive or abandoned well set forth in bulletin nos. 74-81 and 74-90 published by the California department of water resources.

J. Scope Of Permit: A well permit issued for construction of a well covers the construction of one complete well. If the well driller proposes to change the site of the well from that shown on the site plan of a permit, the change in site must be preapproved by the city prior to drilling.

K. Abandoned Or Inactive Wells: Any operator of a well that abandons the well after the effective date of this article shall give written notice of the abandonment to the department of public works within sixty (60) days after the abandonment. An abandoned well shall be properly destroyed in accordance with the requirements of California department of water resources bulletin nos. 74-81 and 74-90. An inactive well shall be considered abandoned and proper destruction required when it has been operated for less than eight (8) hours of pumping in any twelve (12) month period, or if it is in such a state of disrepair that it cannot be made functional, or if it is a monitoring well from which no data has been taken for a period of twenty four (24) months, unless a well permit for inactivation is applied for and obtained in accordance with this article before expiration of the twelve (12) month inactive period. An inactive well must be maintained in accordance with the requirements of California department of water resources bulletin nos. 74-81 and 74-90.

L. Multiple Water Supply: Notwithstanding any other provision of this section, no person shall drill, install or construct a well; modify or repair an existing, inactive or abandoned well; or reenter an abandoned or inactive well, if that action will result in a violation of section 9-4-604 of this article.

M. Emergency: Notwithstanding any other provision of this section, in the event of an emergency, a person may construct, drill, and install a well, inactivate a well, modify or repair an existing, inactive or abandoned well, reenter an abandoned or inactive well; or destroy an existing, inactive or abandoned well without the well permit required by this section, provided that:

1. Such work is performed in conformance with the standards set forth in this article;
2. The city is notified of such emergency work no later than the following city working day from initiation of such emergency work; and
3. An application for the required permit is made within three (3) city working days after initiation of such emergency work.

N. 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 must still register the well in accordance with subsection A of this section. (Ord. 99-O-2327, eff. 6-4-1999; amd. Ord. 06-O-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 article.
- B. Permit Procedures: The director of public works may issue water transfer permits in accordance with title 4, chapter 1, article 1 of this code.
- 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 section 4-1-103 of this code.
- D. Limit On Amount Transferred: The well operator may only transfer up to the average amount of the water which was consumptively used annually in the five (5) year period proceeding the calendar year in which the transfer is requested. If the well was in operation for less than five (5) years prior to the request for transfer, the director may establish a limit on the amount of water which may be transferred based on the amount of water consumptively used from the well in the years immediately prior to the request or the average amount of water consumptively used annually from similar wells in the area.
- 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. (Ord. 99-O-2327, eff. 6-4-1999; amd. Ord. 06-O-2506, eff. 11-3-2006)

9-4-607: EXPORT FROM BASIN OR PLAN AREA:

- 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 title 4, chapter 1, article 1 of this code.
- 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.
- D. **Time Limit On Water Export Permits:** All water export permits shall be valid for a specified period of time.
- E. **Reduction Or Suspension Of Export:** All water export permits shall declare that they are subject to the right of Beverly Hills to further condition, reduce or suspend the permit where necessary to protect beneficial uses of water within the basin or the 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 its retail water supply needs or any other material injury within the basin or the plan area, or whenever the plan area is in an overdraft condition and alternative water supplies are not available to rectify the condition. The city council shall conduct a public hearing prior to terminating or reducing exports from the basin to consider other appropriate measures to address the overdraft conditions and to consider information presented by any affected well operator. (Ord. 99-O-2327, eff. 6-4-1999; amd. Ord. 06-O-2506, eff. 11-3-2006)

9-4-608: 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 prior approval from the city by applying for and 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 1 of this code.
- C. Standards For Permit Issuance: The director of public works may issue a storage and recapture permit 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-O-2327, eff. 6-4-1999; amd. Ord. 06-O-2506, eff. 11-3-2006)

9-4-609: 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-O-2327, eff. 6-4-1999; amd. Ord. 06-O-2506, eff. 11-3-2006)

9-4-610: 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:

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; or
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 all 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 and any other information the director of public works may deem necessary in order to determine whether a dewatering permit should be issued, an application for a dewatering permit shall include all of the following information:

1. The applicant's name and address;
2. 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 purpose or purposes for which the dewatering is proposed. Such description shall include:
 - 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.

E. Standards For Permit Issuance: The director of public works may issue a dewatering permit if it finds that the alternatives described in subsection B of this section in lieu of dewatering are impracticable, and the applicant has satisfied the general criteria of section 4-1-103 of this code.

F. Permit Conditions: Any dewatering permit shall be conditioned upon the permittee's reporting the amount of ground water dewatered as required by the director of public works and paying the replenishment fee described in subsection G of this section.

G. Replenishment Fee: In the event that the recharge of dewatered ground water to the basin is impracticable, the permittee shall pay to the city an annual fee based upon the cost of replacing the dewatered ground water, as recommended by the director of public works and determined by the city council. The fee may be set based upon either direct or in lieu replenishment of the basin by the city, and may account for the treatment of water or stranded capital facilities of the city, at the discretion of the city council. The amount of dewatered ground water subject to the fee shall be measured or estimated by the permittee according to a method approved by the director of public works.

H. Exemption: Persons owning, leasing, occupying or having charge or possession of any R-1 property in the city that have, as of the effective date of this section, a valid national pollutant discharge elimination system (NPDES) permit are exempt from the requirements of this section.

I. Revocation Or Suspension Of Permit: The director of public works may revoke or suspend a dewatering permit in accordance with title 4, chapter 1, article 1 of this code. (Ord. 06-O-2506, eff. 11-3-2006)

9-4-611: PERMIT ISSUANCE AS DISCRETIONARY ACT:

The issuance of permits pursuant to this article shall be deemed a discretionary act, and issuance shall be in the sole discretion of the director of public works given the standards and policies set forth in this article. In approving discretionary permits, the director of public works is hereby authorized to impose any reasonable conditions, modifications, or limitations on any part of the application which are deemed necessary to eliminate or substantially mitigate any significant adverse impact on the environment, the city's ground water resource and other city water supply sources, or the health and safety of the inhabitants of the city and to otherwise carry out the purpose and goals of this article. As a discretionary act, issuance of a permit requires compliance with the California environmental quality act². (Ord. 99-O-2327, eff. 6-4-1999; amd. Ord. 06-O-2506, eff. 11-3-2006)

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-O-2327, eff. 6-4-1999; amnd. Ord. 06-O-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 purposes of enforcement of this article, subject to the provisions of Code of Civil Procedure section 1822.50 et seq. (Ord. 99-O-2327, eff. 6-4-1999; amnd. Ord. 06-O-2506, eff. 11-3-2006)

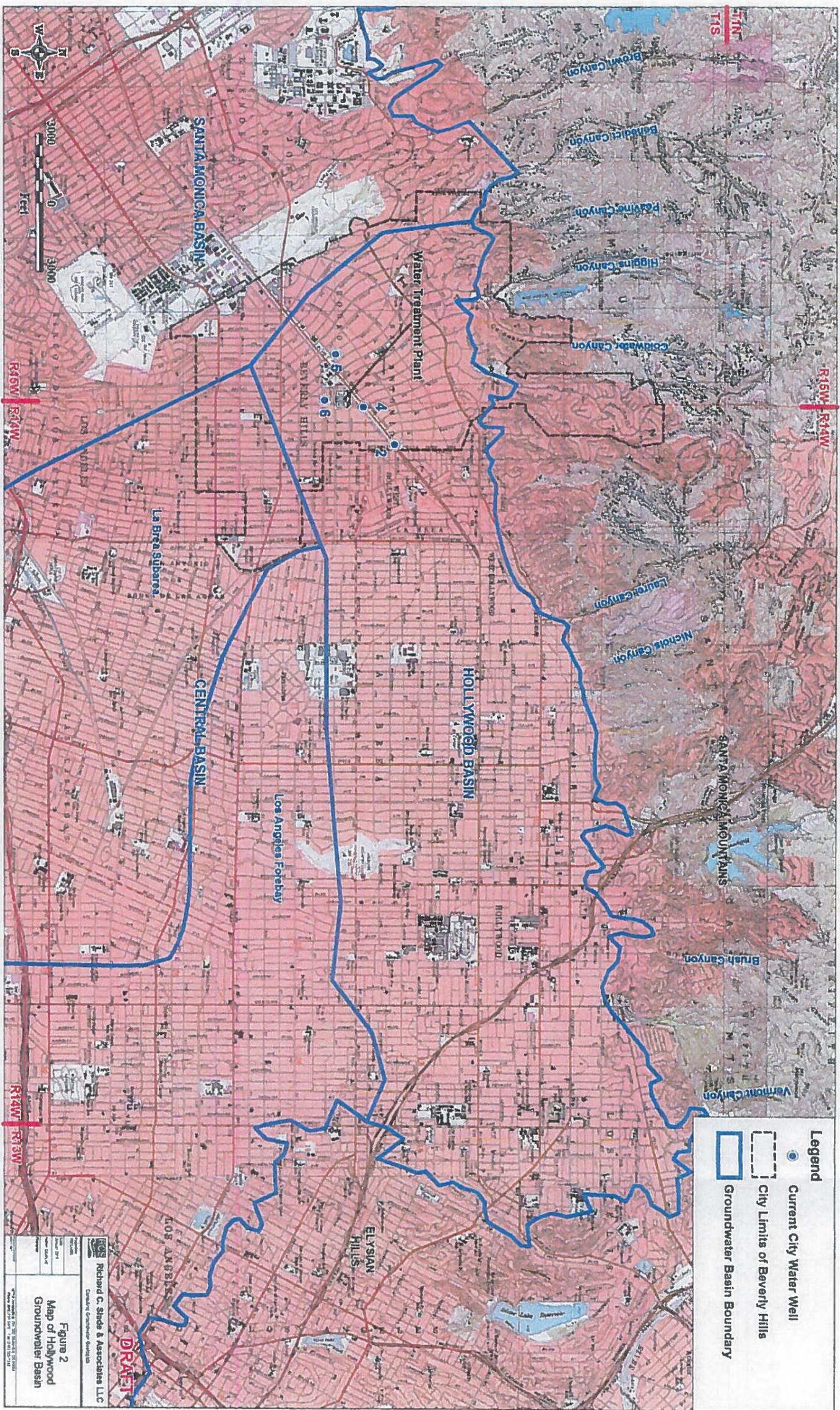
9-4-614: APPEALS FROM DENIAL, SUSPENSION, REVOCATION:

Any person whose application for a permit pursuant to this article has been denied, 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-O-2327, eff. 6-4-1999; amnd. Ord. 06-O-2506, eff. 11-3-2006)

[Footnote 1:](#) Pub.Res.C. § 30107.5.

[Footnote 2:](#) Pub.Res.C. § 21000 et seq.

ATTACHMENT 2



DRAFT



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
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.



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: City Council Priorities

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

RECOMMENDATION

This report is being provided for information only.

DISCUSSION

The Commission was presented the attached update and proposal for FY19/20 City Council Priority deliverables.

The Commission requested a specific deliverable be added to evaluate emergency water storage capacity.

ATTACHMENT 1



CITY OF BEVERLY HILLS
PUBLIC WORKS DEPARTMENT
MEMORANDUM

TO: Public Works Commission
FROM: Michael Hensley, Senior Management Analyst
DATE: January 10, 2019
SUBJECT: Update on Fiscal Year 2018/2019 City Council Priorities
ATTACHMENT: 1. Fiscal Year 2018/2019 City Council Priorities and Public Works Updates

RECOMMENDATION

Staff requests that the Commission provide feedback on any proposed deliverables for Fiscal Year 2019/20 after reviewing staff's recommended revisions to City Council priorities for FY2019/20.

DISCUSSION

At the outset of Fiscal Year 2018/2019, the City Council established 49 priorities for the City. These priorities provide direction in the development of the City's budget and key work plans for the City's ten (10) departments.

Of these 49 priorities, Public Works is either the lead or supporting department on 27 of them. These items range from overseeing Metro construction activity and improving the 3rd Street tour bus staging area to coordinating with Community Services on the La Cienega Park improvements and installing L.E.D. streetlights throughout the City.

A summary of these priorities for the entire City, including progress updates for items for which Public Works is the lead department, is included as Attachment #1 to this report. There are no updates for items which Public Works serves in a support capacity with the exception of item #12 Beverly Gardens Park, item #13 La Cienega Park Master Plan, and item #21 Closed Circuit TV.

The update for Public Works Council Priorities includes Fiscal Year 2018/2019 deliverables completed through December 31, 2018, deliverables staff anticipates completing by June 30, 2019, and new deliverables for Fiscal Year 2019/2020.

FISCAL IMPACT

None.

ATTACHMENT 1

ITEM #	TITLE/DESCRIPTION	LEAD DEPARTMENT	FISCAL YEAR 2018/2019 DUE/DEFERRABLES	CITY CLERK	Council Priorities Completed through December 30, 2018	Anticipated Completion by June 30, 2019	Anticipated Completion by June 30, 2020
1	Anti-Voter Fraud Initiative. Examine what the City can do to provide education and outreach to create a collaborative community 'watch dog' approach to prevent voter fraud.	CA, CC, P&M	• Monitor all future municipal elections in coordination with the Secretary of State's Office, the Los Angeles County Registrar-Recorder's Office and the District Attorney's Office.				
COMMUNITY DEVELOPMENT							
2	R-1 Hillside Development Standards. Evaluate existing R-1 Hillside development standards and explore opportunities to modify code to address design, view and site modifications.	CD	• Implement ordinance on expansion of design review to hillside area. To be completed in FY 2018-19.				
3	Complete Streets Plan. Prepare a City Mobility Plan beginning with an update of the Bicycle Master Plan. (Former Bicycle Master Plan/Mobility Plan included in FY 2016/2017 Priorities)	CD	<ul style="list-style-type: none"> Continental crosswalks to be completed by October 2018, complete streets plan will include citywide policies for crosswalks. Finalize Complete Streets Plan. Implement action plan after completion of Complete Streets Plan. Provide support to other City Departments implementation. Explore adding vision zero to the Complete Streets Plan. 				
4	Little Santa Monica. The sidewalk configuration and vehicular traffic characteristics of the south 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 "complete street."	CD, P&M	<ul style="list-style-type: none"> Determine scope and process for re-configuring South Santa Monica Boulevard for a more village-like atmosphere. Add three scramble crosswalks (Bedford, Camden, and Rodeo) 				
5	Southeast Task Force. Complete short term recommendations of task force and incorporate long term objectives into CIP and work plans. Include evaluation of Arts & Theater synergy. Develop a long-range Urban Design plan.	CD, P&M, PV	<ul style="list-style-type: none"> Complete Community Plan. Implement action plan after completion of Community Plan. PW will provide support to other departments as necessary. 		Council Priorities Completed through December 30, 2018	Anticipated completion by June 30, 2019	Anticipated completion by June 30, 2020
6	Evaluate the City's Rent Stabilization Policy. Utilize feedback from the Tenant-Landlord Forum to determine possible recommended modifications.	CD, CS	<ul style="list-style-type: none"> Implement the rental registration process. Present economic study to Council for consideration. 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). 				
7	Seismic Retrofit Program. Implement a seismic retrofit program.	CD	<ul style="list-style-type: none"> Establish standards and guidelines for voluntary or mandatory compliance. Provide a report to City Council for consideration of what should be required by City ordinance. 				

8	Preservation Incentives. Further development of a package of incentives, including fee waivers and fast track approvals.	CD	<ul style="list-style-type: none"> Complete recognition program and adopt ordinance modifying historic preservation standards if directed by Council. 			
9	Automated Parking. Hire consultant to inform Code amendment to allow with specific performance standards. Provide further explanation of scope to Council before initiating contract.	CD	<ul style="list-style-type: none"> Priority is not funded, no deliverables are anticipated. Should a developer wish to explore this, City would work with developer on the analysis and development of ordinance language. 			
ITEM #	TITLE/DESCRIPTION	LEAD DEPARTMENT	FISCAL YEAR 2018/2019 DELIVERABLES	Council Priorities Completed through December 30, 2018	Anticipated Completion by June 30, 2019	Anticipated Completion by June 30, 2020
10	Inclusionary Housing. Conduct a housing nexus and in-lieu fee study to document relationship between development and demand for affordable housing. Draft an ordinance to amend municipal code to establish inclusionary housing program. Amend Code to require provision of affordable housing.	CD	<ul style="list-style-type: none"> Council directed item to be brought back to Study Session for discussion with possibly engaging a consultant to help develop inclusionary housing ordinance with in lieu fees. 			
11	Consolidation of Permit Parking Zones. Develop plan to consolidate permit parking zones into larger districts with more consistent parking regulations.	CD, PD	<ul style="list-style-type: none"> Implement the first multiple family zone by August 2018. Complete first pilot zone on the 100 blocks south of Wilshire Boulevard between Spalding and El Camino Drive. 			
COMMUNITY SERVICES						
12	Support Beverly Gardens Park Restoration Project. Private fundraising effort will require support from City for coordination and inclusion of City's planned capital projects. Future phases will be accomplished over multiple years pending fund raising outcomes.	CS, PW	<ul style="list-style-type: none"> Complete Phase 3. Complete landscape and hardscape work on the remaining blocks from Doheny Dr. to Cañon Dr. Design replicas of Doheny and Gargoye fountains. 			<ul style="list-style-type: none"> Eastern blocks construction and Doheny fountain replication construction will be completed by 3/30/2019
13	Master Plan City Needs at La Cienega Park & Tennis Center Site. Coordinate regional water retention, parking and community center needs in a master plan for the site.	CS, PW	<ul style="list-style-type: none"> Develop and present Public Outreach Plan to Council along with a timeline and implementation plan. Complete master plan construction documents and bidding process 	<ul style="list-style-type: none"> Community outreach completed 12/18/2018 	<ul style="list-style-type: none"> Complete conceptual design documents 	<ul style="list-style-type: none"> Complete Master Plan design development Complete construction documents Complete competitive selection process
14	Open Space. Explore options to increase the City's green space, including pocket parks.	CS, PW	<ul style="list-style-type: none"> CS will continue to look for opportunities. PW will provide support to other departments as necessary. 			
15	Promote Arts & Culture. Examine ways to promote arts & culture in Beverly Hills in conjunction with the community and school district. Consider creating an Arts & Culture District.	CS, CD	<ul style="list-style-type: none"> 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. Explore establishing festivals or events to create vibrancy. 	<ul style="list-style-type: none"> Council Priorities Completed through December 30, 2018 	<ul style="list-style-type: none"> Anticipated completion by June 30, 2019 	<ul style="list-style-type: none"> Anticipated completion by June 30, 2020
FINANCE						

16	Comprehensive Financial Review of Public Works. Conduct review of expenses and revenues of the Public Works Services budget for cost effectiveness. Combine this effort with water fund analysis.	FIN, PW	<ul style="list-style-type: none"> PW will implement asset management system to provide measurement tools for assessing water operations. Continue to evaluate water fund personnel necessity and purpose as vacancies arise. Examine water rate charges for West Hollywood. 	<ul style="list-style-type: none"> Completed cost allocation study of West Hollywood water service charges Implemented wastewater, customer service, and stormwater asset management modules Conducted major Infor software upgrade, including GIS asset onboarding 	<ul style="list-style-type: none"> Complete cost-of-service study for water service charges Adjust water service charges based on cost-of-service study Implement inventory management and facilities management Infor modules 	<ul style="list-style-type: none"> Implement Infor asset management modules for water, street maintenance, and traffic and signals programs
HUMAN RESOURCES						
17	Independent Internal Auditor. Evaluate developing the position of an internal auditor	HR, FIN, P&M	<ul style="list-style-type: none"> Support the Ad Hoc Committee and City Council with the selection process for identifying the new City Auditor. Provide support and assistance to the new Independent Auditor on establishing the Office of the Independent Auditor, including recruitment and onboarding of approved staff. PW will design and manage the construction of office remodel for future Auditor's office at 2nd floor City Hall (currently occupied by community services). 			
18	Advertise Employment Opportunities Locally. Create better local advertisement of job opening within City to stimulate interest of residents to apply for City positions.	HR	<ul style="list-style-type: none"> Research additional initiatives including news story to local press and outreach via City's cable channel. Continue outreach efforts in print publications, e-newsletters and at City events. Go-live with outreach via City's cable channel. Work on implementing staff presence at Farmer's Market to promote job opportunities. 			
INFORMATION TECHNOLOGY						
19	Technology. Expand the use of technology to improve efficiency in all initiatives. Work plan items include completion of next phase of E-Gov, expansion of wired and wireless networks and initiation of Fiber to the Premise (FTTP) projects. Continue research and begin implementation on commercialization of City technologies and the feasibility of offering technology services to the public.	IT	<ul style="list-style-type: none"> Fiber to the Premise Offer triple play service to new service areas per roll out plan. Beta roll out in the summer. Timeline to be completed Summer 2018. Continue build-out of FTTP infrastructure per the completed Fiber Network and Services Strategic Plan, and bring new cabinet areas online. Complete web user-interface experience including single sign-on web portal, new parking permits, expanded online services, and revised website. Redesign website and site-wide navigation. Expand responsive mobile web interface. Add new transactions to customer-focused website. 	<ul style="list-style-type: none"> Completed through December 30, 2018 	<ul style="list-style-type: none"> Anticipated completion by June 30, 2019 	<ul style="list-style-type: none"> Anticipated completion by June 30, 2020
20	Autonomous Vehicles. Implement a vehicle program that includes long-term goals of addressing 'first and last mile' issues and increasing mobility within the City. As envisioned, the program would involve a fleet of City-operated autonomous vehicles that would provide on-demand, point-to-point mobility to members of the public.	IT, CD, P&M	<ul style="list-style-type: none"> P&M to provide support to IT as necessary. Advocate for legislation that supports AV. Present AV plan to Council and begin implementation. Implement AV integration with existing transportation services with CD. Host an AV event at Greystone Mansion. CD to evaluate traffic/curbside policies. 			
21	Community Video Security. Expand the City's existing Closed Circuit Television Camera (CCTV) program and Automated License Plate Recognition (ALPR) into residential areas.	IT, PD, PW	<ul style="list-style-type: none"> PW will provide support to other departments as necessary. Deploy BHUSD cameras per agreed upon plan w/ District. Expand residential cameras and accelerate schedule to complete deployment by the end of the Fiscal Year. Expand parking facility cameras. 	<ul style="list-style-type: none"> PW has been managing the installation of CCTV cameras on street light poles as designed by IT consultant; PW crews installed 12 of 119 cameras and maintained approximately 600 cameras at various locations in the right-of-way. 	<ul style="list-style-type: none"> PW crews will complete installation of CCTV systems at more than 30 signalized intersections by 6/30/19. Residential cameras on North Santa Monica Blvd will be installed by 2/28/19. 	<ul style="list-style-type: none"> PW will continue to support PD and IT as needed for future camera installations.

POLICY & MANAGEMENT						
ITEM #	TITLE/DESCRIPTION	LEAD DEPARTMENT	FISCAL YEAR 2018/2019 BELIEVABLES	Completed through December 30, 2018	Anticipated Completion by June 30, 2019	Anticipated Completion by June 30, 2020
22	Property Acquisition. Work with the Ad Hoc Committee to identify and acquire properties for parking, open space and other civic uses. Focus on the Southbay area.	P&M, PW	<ul style="list-style-type: none"> P&M will continue to explore opportunities to purchase land. PW will continue to provide support to other departments as necessary. 			
23	Small Business Task Force. Attract a balance of high-end, unique and community serving small businesses, and contract with the Chamber of Commerce to initiate development of small business support programs.	P&M	<ul style="list-style-type: none"> Continue to support Chamber of Commerce efforts to attract high-end, unique and community that serve small businesses. Support My Beverly Hills Program. Explore a Business Attraction Mission to San Francisco. Explore a Small Business Development Partnership program. Work item added to the Chamber's FY 			
24	Update City's 5-Year Economic Sustainability Plan. The City's existing 5-year Economic Sustainability Plan has come to term. This initiative provides staffing and funding to develop a new 5-year plan with input from key stakeholders and strategies to address the impacts of long-term construction projects and regional competition to ensure Beverly Hills stays competitive as a visitor and business destination.	P&M	<ul style="list-style-type: none"> Follow up on Council direction provided at March Study Session. Complete the development of a Destination Master Plan in conjunction with the Conference & Visitor's Bureau. Coordinate an update of the current Economic Sustainability Plan. 			
25	Strengthening and Expanding Smoking Regulations. Continue to strengthen and expand current smoking regulations. Provide education and outreach to the public.	P&M, CD, CS, PD	<ul style="list-style-type: none"> Monitor Smoke-Free Multi-Unit Housing Ordinance implementation and enforcement. Implement smoking cessation program. Develop and implement restrictions on the sale of flavored tobacco products. 			
26	Improve City's "3-1-1" System. Create bidirectional communication with citizens.	P&M, IT	<ul style="list-style-type: none"> Expand use of customer service system. Develop roadmap for improved voice-based customer service. Study the way the City communicates and examine how to improve it. Explore creation of a phone number as well as improving the texting feature and responses to text messages received. 			
27	Create Evening Activities in Business Triangle. Develop programs that encourage Beverly Hills businesses to stay open later.	P&M, CD, CS, Fire, PD, PW	<ul style="list-style-type: none"> Implement BOLD Summer programming on Thursdays, Fridays and Saturdays nights in the business district to encourage visitors to shop, dine and stay in Beverly Hills (subject to available funding). 			
28	Disabled placard legislative reform. Pursue State legislation that regulates the use of disabled parking placards.	P&M, PD	<ul style="list-style-type: none"> Continue to support legislative reforms that prevent misuse of disabled placards. 			
29	Strategic Planning Committee - establish a Strategic Planning Committee in order to create a common vision and a strategic goals for the future of the commercial areas in Beverly Hills.	P&M, CD, CS, PW	<ul style="list-style-type: none"> Develop a citywide common vision and strategic goals. Create a priority list of the commercial areas for "envisioning" the future. Provide support to citywide Strategic Planning Efforts. 			
30	Sunshine Taskforce. Purpose is to advance greater transparency and public involvement in local government operations.	P&M, CC	<ul style="list-style-type: none"> Continue hosting meetings 			

ITEM #	TITLE/DESCRIPTION	LEAD DEPARTMENT	FISCAL YEAR 2018/2019 BUDGETABLES	Council Priorities Completed through December 30, 2018	Anticipated Completion by June 30, 2019	Anticipated Completion by June 30, 2020
31	Legislative Efforts.	P&M	<ul style="list-style-type: none"> Work towards retaining local control and developing regional approaches for solutions to issues. Work cohesively with other local jurisdictions and regional organizations to ensure City's voice is heard on important legislative matters. Work with City Attorney's on an initiative to protect local control. 			
PUBLIC SAFETY						
32	Public Safety. Continue to strengthen the ability of Police, Fire and Emergency Management to prevent and respond to incidents and emergencies. Work plans to include: Police facility upgrades, implement a data driven policing model; and continue to implement the strategic plan; expand mobile workforce to fire inspectors and engine companies to streamline inspections and data collection; partner with the BH-CPR and Cedars-Sinai Medical Hospital in the development and implementation of the Stop-the-Bleed Program; update City's Emergency Operations Plan; Create MOU's for care and shelter of residents; and stockpiling of resources.	PD/FD/P&M/PW	<ul style="list-style-type: none"> Implement Adopt-A-School-Area Program. PD and PW will continue developing a plan to address the issues identified in the Needs Assessment and Master Plan, with the goal of implementing a comprehensive remodel/new construction project that resolves most or all of the identified issues. Provide data on Crime Impact Team effectiveness. PD will provide Succession Plan to City Council. PD will provide an assessment and recommendations to City council on Body Camera Program. PD will provide Council with regular updates on Strategic Plan. PD will conduct a study of current jail staffing services. PD will implement strategic plan. PD to work on updating the crime statistics provided to public. Establish the Fire Department's new organizational chart. Take delivery of a fire engine and fire truck in the Fall of 2018. Institute the Fire Department's Drone Program Execute the Fire Department's Strategic Plan Commence the Fire Department's Accreditation Program Continue to explore the feasibility of the Nurse Practitioner Research the Nurse Educator Program Perform fire modeling for Trousdale Estates and the areas north of Sunset Fire will work with City Arborist reference tree maintenance to decrease fire risk. Conduct monthly emergency management training, drills, and exercises. 	<ul style="list-style-type: none"> PW has coordinated with Fire in reviewing Wildland Fire Assessment report presented to Council on 12/18/18 PW issued RFP for Urban Forest Management Plan (UFMP) in November 2018 with proposals due by 1/4/19 PW completed Greystone Reservoir Flood Inundation Mapping PW updated the Greystone Reservoir Emergency Action Plan PW Completed evacuation drill Completed earthquake drill Completed post earthquake drill departmental operations center training 	<ul style="list-style-type: none"> PW will review and recommend Council award contract with consultant to prepare UFMP in February. The first priority of project will be work on the portions of the plan that pertain to wildland fire risk. Finalize debris removal and debris monitoring contracts 	<ul style="list-style-type: none"> (See Tree Master Plan/UFMP below) Conduct table-top exercise for Mass Debris Incident
PUBLIC WORKS						
33	La Cienega Regional Treatment Facility. Work with the cities of Los Angeles and West Hollywood to develop and build a regional stormwater facility for the 3 cities, as identified in the Enhanced Watershed Management Plan (EWM/P).	PW	<ul style="list-style-type: none"> Meet with Regulators (Regional Water Quality Control Board and State Water Resources Control Board) for guidance on design concept approach. Initiate and draft MOU with Los Angeles and West Hollywood on agreed design concept and corresponding project contribution. Complete preliminary design report and cost-benefit analysis. 	<ul style="list-style-type: none"> Feasibility Study completed for La Cienega Park & Frank Fenton Field. Infiltration is not an option. Coordination meetings held with Los Angeles and West Hollywood. Explored stormwater capture system and diversion to sewer system 	<ul style="list-style-type: none"> Preliminary Design Report (PDR) for La Cienega Park and Frank Fenton Field Regional Stormwater Project will be completed. Stormwater CIP Plan will also be completed as part of this project task. Staff to present project findings and recommendations for PDR and Stormwater CIP plan to PWC and CC. 	<ul style="list-style-type: none"> PW will work with Finance to establish funding program for FY 20/21 to implement stormwater-related projects to meet Stormwater CIP needs.

ITEM #	TITLE/DESCRIPTION	LEAD DEPARTMENT	FISCAL YEAR 2018/2019 DELIVERABLES	Council Priorities Completed through December 30, 2018	Anticipated Completion by June 30, 2019	Anticipated Completion by June 30, 2020
34	Water Enterprise Plan. Implement the plan, which includes short, mid and long-range plans for the City's water system which will need to be implemented to ensure continued system reliability.	PW, FIN, P&M	<ul style="list-style-type: none"> Prepare environmental impact report (EIR). Acquire one or two additional properties for well development. Analysis of water rates. Design and construction of water treatment plant upgrade. 	<ul style="list-style-type: none"> Coffee Bean and Tea Leaf (CBTL) property purchased Completed phase 1 and 2 for Environmental assessments at CBTL site Developed proposed water rate adjustments including cost-of-service and water reliability charge RFP for Water Treatment Plant upgrades released December 2018 	<ul style="list-style-type: none"> Prioritize among projects included in the Integrated Water Resources Master Plan 	<ul style="list-style-type: none"> Tentative completion of Integrated Water Resources Master Plan scheduled for June 30, 2020
35	Advance Capital Investment in the City. Continue to transfer funds to the Capital Improvement Program budget to ensure ongoing infrastructure maintenance and investment in opportunity projects for the future.	PW	<ul style="list-style-type: none"> Propose funding amounts for CIP Budget. 	<ul style="list-style-type: none"> Worked with Finance to ensure appropriate funding in capital improvement project accounts 	<ul style="list-style-type: none"> PW will work closely with Finance on FY19/20 update to program project funding to meet CIP needs. 	<ul style="list-style-type: none"> PW will work closely with Finance on FY20/21 update to program project funding to meet CIP needs.
36	Subway Coordination. Oversee Metro construction activity and coordinate outreach, marketing and overall planning efforts for area surrounding future station.	PW, CD, P&M, ALL	<ul style="list-style-type: none"> Complete negotiation of Section 2 MOA and approval by City Council. CD will provide support until completion of construction project in 2025. Complete design of the Cañon Drive closure. Work with Metro on implementation. CD will develop a streetscape plan for areas around the stations. CD will provide recommendations on a policing model for the stations. PW will support construction work of Section 1 – Station Excavation and Section 2 – Utility Relocation, Demolition, Piling and Decking. PW will complete negotiation of the MOA for Design Build of the Rodeo Station. PW will manage and implement the Public Information Graphics Program in Section 1 and Section 2. PW will work with Metro to follow the permit conditions set forth in the MOA(s). PW and CD will finalize the design of the closure at North Gale Drive and implement if approved. PW, PD, CD, PM will attend meetings to coordinate. PW will implement traffic mitigation (prevent cut through traffic, address parking issues, etc.). PW will implement construction mitigation for Section 2 to keep construction zones vital. PW will keep Residents and Businesses informed of upcoming work. Deploy additional cameras in support of construction and safety around Rodeo station. 	<ul style="list-style-type: none"> PW and CD have supported construction and enforced conditions of MOA on Section 1. PW and CD have conducted ongoing outreach to community and business stakeholders regarding Section 1 construction and Section 2 MOA provisions, including traffic calming. PW and CD have presented Canon sound wall/street closure to City Commissions and received Council approval. A design consultant was selected to assist with managing selection of art for sound wall. Public Information Graphics program was finalized and has been implemented in Section 1 and Section 2 Section 2 MOA was conditionally approved by City Council on 8/21/18 PW and City Attorney have continued negotiations on outstanding issues with Metro as directed by Council. 	<ul style="list-style-type: none"> PW will return final Section 2 MOA to Council in early 2019. PW will continue support of construction in Section 1 and Section 2 and enforcement of MOA provisions. PW will continue ongoing outreach to community and business stakeholders. Identify location of north portal for Section 2 	<ul style="list-style-type: none"> PW will continue support of construction in Section 1 and Section 2 and enforcement of MOA provisions. PW will continue ongoing outreach to community and business stakeholders.
37	L.E.D. Streetlight Program. Expand L.E.D-pilot program to other areas of the City.	PW	<ul style="list-style-type: none"> Implement Plan. 	<ul style="list-style-type: none"> PW completed design and awarded contract on 8/21/18. Work is over 40% complete as of 12/31/18. 	<ul style="list-style-type: none"> LED retrofit project will be completed in May 2019. 	<ul style="list-style-type: none"> Staff recommends removing this item from City Council priorities
38	Reservoir Reconstruction & Water Storage Capacity. Evaluate current emergency storage and identify projects to increase water storage capacity.	PW	<ul style="list-style-type: none"> Complete Integrated Water Resource Plan- Potable Water Portion. Examine creating a larger storage capacity for emergencies. 	<ul style="list-style-type: none"> Awarded contract for Integrated Water Resources Master Plan 	<ul style="list-style-type: none"> Anticipated Completion by June 30, 2019 	<ul style="list-style-type: none"> Anticipated Completion by June 30, 2020

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39	Coldwater/Cabrillo Reservoirs. Redevelop decommissioned reservoir site for storage of Potable and Non-Potable water and evaluate purple pipe distribution system.	PW	<ul style="list-style-type: none"> Evaluate options with master planning. 	<ul style="list-style-type: none"> Awarded contract for Integrated Water Resources Master Plan 	<ul style="list-style-type: none"> Prioritize among projects included in the Integrated Water Resources Master Plan 	<ul style="list-style-type: none"> Staff recommends combining this item with Item #38 Reservoir Reconstruction and Water Storage Capacity
40	Public Works Matrix Audit. Implement Matrix audit recommendations.	FIN, IT, PW	<ul style="list-style-type: none"> Continue implementing Phase I of the plan and accomplish the following milestones: 3, 6, 10, 11, 12, 13, 28, 29, 30, 34, 39, 40, 41, 42, 43, 44, 48, 51, 55, 56, 57, 58, 59, 60, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 79, 80, 81, 85, 86, 87, 88, 91, 92, 101, 106, 105, 112, 113, 114, 115, 123, 127, 128, and 133. 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. Create an interface within Matrix #123 (FIN in supporting role) as part of the implementation to automatically transfer work orders already prepared in Munis into Infor. 	<ul style="list-style-type: none"> See Matrix Audit Update Report 	<ul style="list-style-type: none"> See Matrix Audit Update Report 	<ul style="list-style-type: none"> See Matrix Audit Update Report
41	Reforestation of Public Right of Way. Develop a short term and long term plan for reforestation and maintenance of the 83 Eucalyptus trees on the City's right of way along Civic Center Drive, adjacent to Parcel 13.	PW	<ul style="list-style-type: none"> Complete reforestation. 	<ul style="list-style-type: none"> PW executed agreement with independent arborist. Outreach meetings held; input received from adjacent residents. Soil study completed and work program approved by Department of Toxic Substance Control for review on December 20, 2018 Property survey completed. RFP released with no proposals submitted. PW negotiating scope and fee with two contractors as of 12/31/18. 	<ul style="list-style-type: none"> Contract award anticipated on 1/15/19. Site preparation in January 2019. Tree planting anticipated in February 2019 Project completion in 3rd quarter FY2018/19. 	<ul style="list-style-type: none"> Staff recommends removing this item from Council Priorities
42	Gateways. The final remaining gateway at Santa Monica/Doherty has been designed. Project to continue if property becomes available.	CS, PW	<ul style="list-style-type: none"> Continue project at Santa Monica/Doherty if property becomes available. Include La Cienega gateway design in La Cienega Park Master Plan. 	<ul style="list-style-type: none"> La Cienega Gateway-Concepts discussed, awaiting La Cienega Master Plan project Doherty gateway waiting on land acquisition 	<ul style="list-style-type: none"> La Cienega Gateway-Concepts discussed, awaiting La Cienega Master Plan project Doherty gateway waiting on land acquisition 	<ul style="list-style-type: none"> Pending land acquisition
43	Water Conservation Program. Continue to implement the City's water conservation program.	PW	<ul style="list-style-type: none"> Amend Article 2 regarding daily water use. Address excessive water use as part of the new water rates process. 	<ul style="list-style-type: none"> Developed Revenue Stabilization Rates Schedule during mandatory conservation Completed amendment of Article 2 regarding daily water use Presented draft Submetering Policy to PW Commission in August 2018 	<ul style="list-style-type: none"> Present revenue stabilization rates schedule to Council at Public Hearing on 1/15/2019 Amend Article #3 to include revenue stabilization rates schedule Present draft Submetering Policy to City Council at Study Session January 2018 	<ul style="list-style-type: none"> Implement change from Water Tracker to Water Smart software Prepare Submetering Ordinance
44	Separate Landscape Metering. Require and finance the installation of a separate landscape meter for all existing properties.	PW	<ul style="list-style-type: none"> Develop a program to incentivize irrigation meters to promote water use efficiency. 		<ul style="list-style-type: none"> Complete incentive program for separate landscape meter program 	<ul style="list-style-type: none"> Implement separate landscape meter incentive program

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45	Public Works Space Assessment. Assess current and future operational needs of the Public Works Department.	PW	<ul style="list-style-type: none"> Finalize space needs assessment. Develop action plan based on needs assessment. 	<ul style="list-style-type: none"> Schematic design completed 	<ul style="list-style-type: none"> Submit CIP budget enhancement request for additional funding needs 	<ul style="list-style-type: none"> Complete construction documents Complete competitive bidding and contract process
46	Oil Well Plugging Project- The City of Beverly Hills is working with the Beverly Hills Unified School District to plug 19 oil wells located on the Beverly Hills High School property.	PW, P&M, FIN, CAO, CS	<ul style="list-style-type: none"> Complete plugging of oil wells. Return work site to Beverly Hills Unified School District 	<ul style="list-style-type: none"> Contracts with BHUSD, contractor and technical consultant executed in April 2018. Gas pressure in all wells was reduced and has been maintained well below maximum levels. Four wells have been successfully plugged and abandoned as of 12/31/18. The fifth well will be completed on 1/4/19 Contracts were amended on 12/18/18 to reflect increased project costs. An independent technical expert was retained to assist in cost reduction strategies. 	<ul style="list-style-type: none"> PW will continue to manage oil well plugging. The project completion date is anticipated to be May 2020. PW, FIN and CAO will work with BHUSD for reimbursement for their share of the project from school bond funds. 	<ul style="list-style-type: none"> Complete construction PW will continue to manage oil well plugging on behalf of BHUSD Project completion anticipated by May 2020.
47	Third Street Tour Bus Stop Improvements - Improve 3rd Street Tour Bus Staging Area with new bus shelter, landscaping, seating areas, information kiosk, and a public restroom facility.	PW	<ul style="list-style-type: none"> Award construction contract Complete construction. 	<ul style="list-style-type: none"> Selected a design firm Held stakeholder meetings Completed conceptual design 	<ul style="list-style-type: none"> Complete construction by 3/31/2019 	<ul style="list-style-type: none"> Negotiate with Edison to allow installation of public art on the sub station yard wall
48	Rodeo Permanent Bistro Seating. Replace existing temporary k-rails and site furnishing into permanent seating elements, improve pedestrian safety along Rodeo Drive, promote sensible seating opportunities, while increasing community interaction and aiding in the support of local businesses.	PW	<ul style="list-style-type: none"> Prepare schematic design, design development and construction documents. Complete bidding process. Start construction. 	<ul style="list-style-type: none"> Completed conceptual design 	<ul style="list-style-type: none"> Prepare schematic design and development documents 	<ul style="list-style-type: none"> Complete construction documents and competitive bidding process Start construction
49	Tree Master Plan	PW	<ul style="list-style-type: none"> Update the Tree Master Plan. 		<ul style="list-style-type: none"> PW will review and recommend Council award contract with consultant to prepare UFGMP 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. 	<ul style="list-style-type: none"> PW will continue to manage UFGMP project. Project completion between June/December 2020.



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: 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