



City of Beverly Hills
FY 2019~20
City Council Priorities

City of Beverly Hills
455 N. Rexford
Beverly Hills, CA 90210

June 18, 2019

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ITEM #	TITLE/DESCRIPTION	LEAD DEPARTMENT	FY 2019/2020 Deliverables
CITY AUDITOR			
1	FY 2019/20 Annual Audit Work Plan & Risk Assessment Initiate a risk assessment process to identify potential audits and to establish an annual work plan. The auditor should solicit and consider City Council and management input in formulating the work plan.	City Auditor	<ul style="list-style-type: none"> • Utilize FY 19-20 budget data to create a risk assessment model. • Solicit City Council and management input. • Propose an annual work plan to document planned audit activity. • Docket the work plan for City Council approval.
2	Trust & Innovation Portal (TIP) An online tool to provide a means for City of Beverly Hills employees and residents to confidentially report (1) alleged improper activity involving City operations, vendors, and employees; and (2) suggestions for improving the efficiency and effectiveness of City operations.	City Auditor	<ul style="list-style-type: none"> • Research and procure third party web based application. • Establish internal processes for researching, suggestions and investigating tips. • Develop communication plan for informing residents and employees of TIP.
COMMUNITY DEVELOPMENT			
3	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	<ul style="list-style-type: none"> • Complete assessment of remaining Hillside issues and present an ordinance to City Council for adoption.
4	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"> • Implement the first year of the Complete Streets Action Plan as approved by the City Council.
5	Little Santa Monica. The sidewalk configuration and vehicular traffic characteristics of the south roadway of Santa Monica Boulevard are not pedestrian and bicycle friendly	CD, P&M, PW	<ul style="list-style-type: none"> • NO DELIVERABLES FOR FY 19/20 - Due to the construction of the Metro Purple Line Subway station at Wilshire and Reeves. Comprehensive public outreach process and streetscape

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	and do not emphasize the local-serving aspects of the street. This study would develop potential solutions to create a more "complete street."		planning for South Santa Monica Boulevard moved to FY 20-21. This will allow for construction to commence on South Santa Monica Boulevard upon completion of the construction of the Metro Purple Line Subway station at Wilshire and Reeves.
6	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, PW	<ul style="list-style-type: none"> • Develop recommendations for the Southeast area and present to City Council Liaisons and/or City Council. • Complete Community Plan.
7	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"> • Work with Rent Stabilization Commission to amend ordinance and present recommendations to City Council. • Develop and implement Rent Stabilization Commission Guidelines as approved by City Council. • Continue community outreach activities through tenant and property owner focused workshops. • Develop ordinance pocket guide.
8	Seismic Retrofit Program. Implement a seismic retrofit program.	CD	<ul style="list-style-type: none"> • Issue Notice to Comply for Priority II buildings. • Issue building permits for Priority I buildings. • Implement and monitor compliance of the mandatory retrofit ordinance for soft-story buildings.
9	Preservation Incentives. Further development of a package of incentives, including fee waivers and fast track approvals.	CD	<ul style="list-style-type: none"> • Implement Golden Shield Program. • Adopt ordinance modifying historic preservation standards as directed by Council.

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			<ul style="list-style-type: none"> Implement fee modifications to incentivize historic preservation.
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"> Complete affordable housing ordinance with in-lieu fees for City Council consideration.
COMMUNITY SERVICES			
11	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"> Adopt master plan. Continue ongoing public outreach. Initiate design phase, if approved by City Council.
12	Open Space. Explore options to increase the City's green space, including pocket parks.	CS, PW	<ul style="list-style-type: none"> Will continue to look for opportunities.
13	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	<u>Community Services</u> <ul style="list-style-type: none"> Begin carrying out implementation/ transition plan. Install Ai Wei Wei art piece. Complete donation agreements for Highstein and Nechita art pieces. Plan a cultural event
14	Implement Improvements at Greystone Mansion and Gardens.	CS, PW	<ul style="list-style-type: none"> Complete restoration of Library and Theater. Initiate lower Greystone adaptive reuse plan. Develop overall vision plan for Greystone.
15	Implement Department Strategic Plan.	CS	<ul style="list-style-type: none"> Carry out projects and programs identified in the plan for year one including, including the development of new programs and services; improvements to facilities and parks; honing organizational effectiveness; and

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			carrying out efforts that augment community engagement, communication and customer service.
16	Renegotiate the Joint Powers Agreement with the BHUSD for Use of School Facilities for City Recreation and Community Use.	CS	<ul style="list-style-type: none"> • Negotiate new JPA with School District. • Respond to the impacts of school reconfiguration on City programs. • Determine ongoing level of Ambassador support for the school sites.
FINANCE			
17	Comprehensive Review of City's Cash Flow. Develop plans for City Council review as it relates to Cash Flow.		<ul style="list-style-type: none"> • Provide Council an overview and/or layout of the City's cash flow for the next few years. • Initiate the development of Cash Flow Plans as it relates to: <ol style="list-style-type: none"> a) How much money should the City borrow b) When should the City borrow money c) What types of activities should borrowed money be used for d) When does the City bond e) What is the City's capacity for bonding
IT			
18	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	IT	<ul style="list-style-type: none"> • Web Applications Portal. • Open Data. • Develop Internet of Things (IoT) Services compatible with external standards. • Expand Public GIS Portal. • Expand City CRM functionality.

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	of offering technology services to the public.		
19	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, PD, Fire, P&M, PW	<p style="text-align: center;"><u>IT</u></p> <ul style="list-style-type: none"> • Coordinate with Public Safety, Traffic & Parking, and other relevant Departments to finalize AV pilot program for presentation to City Council. • Provide presentation to City Council prior to launching AV program. • Expand AOD initiative, including engagement with academics, participation in the AV community, and conference presentations. • Expand role of AV within the larger context of complete streets <p style="text-align: center;"><u>Community Development and Public Works</u></p> <ul style="list-style-type: none"> • Upgrade traffic signals in order to support future autonomous vehicle technologies.
20	Improve City's "3-1-1" System. Create bidirectional communication with citizens.	IT, P&M	<p style="text-align: center;"><u>IT</u></p> <ul style="list-style-type: none"> • Expand customer service phone system to new call centers. • Expand integration of CRM system with voice systems for improved customer service. • Develop and launch an improved 3-1-1 system. <p style="text-align: center;"><u>Policy & Management</u></p> <ul style="list-style-type: none"> • Bring back an update to City Council in FY 19-20 on the current usage and potential expansion. • Expand outreach to advise residents what tools are available for reporting issues.

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POLICY & MANAGEMENT			
21	Property Acquisition and Development. Work with the Ad Hoc Committee to identify and acquire properties for parking, open space and other civic uses. Focus on the Southeast as a priority.	P&M, PW	<ul style="list-style-type: none"> • Evaluate potential acquisitions near future subway sites, park spaces and key commercial areas. • Acquire land for future water well site development. • Evaluate future development opportunities at City-owned properties. • Pursue opportunities for development of affordable housing. • Pursue opportunities to develop public parking. • Explore Civic Center Drive vacant lots as an area of focus. • Provide update to City Council on the best use of the property located at 336 Foothill Road.
22	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 monthly Small Business Task Force meetings with the City Council Liaisons. • Develop, present, and implement recommendations from the Small Business Task Force on ways to support and assist small businesses in thriving in Beverly Hills. • Examine if there is an increase in vacancy rate and look for a possible cause and solution • Examine restaurant attraction and retention
23	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	P&M, CD, CS, FIN, PW	<ul style="list-style-type: none"> • Conduct additional stakeholder and focus group meetings as needed. • Present the Economic Sustainability Plan to City Council with specific, tangible deliverables and recommendations.

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	impacts of long-term construction projects and regional competition to ensure Beverly Hills stays competitive as a visitor and business destination.		
24	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	<p><u>Policy & Management</u></p> <ul style="list-style-type: none"> • Continue offering the free-of-charge smoking cessation program with Cedars-Sinai • Continue to administer the DOJ grant, its funded programs, and explore opportunities to apply for additional grant funding to support the City's no-smoking and anti-tobacco programs • Conduct second community survey to gauge the prevalence of smoking in Beverly Hills • Increase no-smoking education, outreach, signage, and enforcement as needed. <p><u>Community Development</u></p> <ul style="list-style-type: none"> • Continue proactive education, enforcement and outreach to local businesses and the public.
25	Create Evening Activities in Business Triangle. Develop programs that encourage Beverly Hills businesses to stay open later.	P&M, CD, CS, Fire, PD, PW	<p><u>Policy & Management</u></p> <ul style="list-style-type: none"> • Pending City Council direction, Summer and Winter BOLD 2019 are being developed. • Incorporate Mayoral Initiative with BOLD as appropriate to create arts and cultural activities such as evening sing alongs and other events. <p><u>All Other Departments</u></p> <ul style="list-style-type: none"> • Continue supporting Summer and Holiday BOLD programming.

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26	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. Increase fine to \$1,000
27	Strategic Planning Committee – merge with Southeast Taskforce to focus on Wilshire and La Cienega.	P&M, CD, CS, PW	<p><u>Policy & Management</u></p> <ul style="list-style-type: none"> Increase public outreach regarding Strategic Planning Committee meetings. Present recommendations La Cienega and Wilshire to the City Council. <p><u>Community Development</u></p> <ul style="list-style-type: none"> Continue supporting Strategic Plan Committee.
28	Lease of City/Parking Authority Assets. Lease vacant City/Parking Authority tenant spaces at fair market value.	P&M	<ul style="list-style-type: none"> Lease 439 North Canon Drive Suite 200 office space. Lease 239 South Beverly Drive office and restaurant space. Lease 235 North Canon Drive restaurant space. Lease 1945 South La Cienega Boulevard office spaces.
29	Automate Workflow for Internal Review of Agenda, Staff, and Commission Reports. Improve and streamline internal City process for reviewing and publishing City Council and Commission reports.	P&M, CC, IT	<ul style="list-style-type: none"> Explore implementing the automated workflow within Granicus for review of Agenda, Staff, and Commission reports review.
30	Promote the City.	P&M	<ul style="list-style-type: none"> Promote the heart and soul of who the City is as a Community. Focus on the human and humane components of life in Beverly Hills.
PUBLIC SAFETY			
31	Public Safety. Continue to strengthen the ability of Police, Fire and Emergency Management to prevent and respond to incidents and	PD/FD/ P&M/PW	<p><u>Fire</u></p> <ul style="list-style-type: none"> Contract with a Medical Director for the Nurse Practitioner Program

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	<p>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; develop Captain and Engineer promotional examinations; complete new recruitment process for four (4) new entry-level firefighters; train and complete probationary for two (2) firefighters; continue partnership on the Mobile Stroke Unit with the UCLA Health System;; complete records scanning project and Records Retention review; continue with the accreditation process, including standards of cover and strategic plan; engage with the A.R. Committee in updating the City's Administrative Regulations; evaluate effectiveness of the Nurse Practitioner Program; update City's Emergency Operations Plan, Create MOU's for care and shelter of residents; and stockpiling of resources.</p>		<ul style="list-style-type: none"> • Assign a full-time paramedic personnel to the Nurse Practitioner Program • Send two (2) firefighters to paramedic school to further enhance level of service by having all first-responding apparatus the ability to provide Advanced Life Support (ALS) capability • Take delivery of a new paramedic ambulance by the Spring of 2020. <p style="text-align: center;"><u>IT</u></p> <ul style="list-style-type: none"> • Anticipate full implementation of "Streamline Inspections" application January 2020. <p style="text-align: center;"><u>Police</u></p> <ul style="list-style-type: none"> • Complete a succession plan by July 2019. • Provide a report to City Council on Body Worn Camera program and implementation. by Dec. 2019 • Implement recommendations from Management Partners Study on Crime Statistics and Hiring and Disciplinary Practices. • Implement final year of PD Strategic Plan. • Study/ report to City Council the design of a Citywide intelligence/ real time crime center to support an Intelligence information, CCTV monitoring and crime center. • Support BHUSD JPA, security/ safety objectives and traffic mitigation plan with school reconfiguration. • Provide a report to City Council on a local DNA Lab.

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			<ul style="list-style-type: none"> • Implement recommendations from Threat Assessment completed on the Business district. • Provide an update on the Police Facility Project Masterplan. <p style="text-align: center;"><u>Policy & Management</u></p> <ul style="list-style-type: none"> • Seek approval on updated Emergency Operations Plan. • Explore various emergency management technologies to enhance response and recovery abilities. • Explore the addition of a P.A. system to the siren deployment project. • Explore devices that could be installed in homes for the hearing impaired so a visual notification can be received when sirens are activated. • Develop a viable evacuation plan from the hillside. <p style="text-align: center;"><u>Public Works</u></p> <ul style="list-style-type: none"> • Award contracts for emergency debris removal and monitoring services. • Conduct table-top exercise for Mass Debris Incident. • Phase I of UFMP related to fire prevention scheduled to be complete December 31, 2019.

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PUBLIC WORKS			
32	Community Video Security. Expand the City's existing Closed Circuit Television Camera (CCTV) program and Automated License Plate Recognition (ALPR) into residential areas.	PW, IT, PD	<p><u>Public Works</u></p> <ul style="list-style-type: none"> • Continue to support PD and IT as needed for future camera installations. • Explore wireless solutions. <p><u>IT</u></p> <ul style="list-style-type: none"> • Continue expansion of camera network into additional residential areas as well as at key intersections throughout the City. <p><u>Police</u></p> <ul style="list-style-type: none"> • Expand ALPR throughout the City • Make recommendations for additional CCTV cameras and signage
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 (EWMP).	PW	<ul style="list-style-type: none"> • Complete design for regional stormwater project coordinated with La Cienega Park Masterplan Project (dependent upon La Cienega Park Master Plan).
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"> • Tentative completion of Integrated Water Resources Master Plan scheduled for June 30, 2020. • Substantial progress on well development at CBTL site, conveyance to Water Treatment Plant, and rehabilitation of Water Treatment Plant.

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35	Subway Coordination. Oversee Metro construction activity and coordinate outreach, marketing and overall planning efforts for area surrounding future station.	PW, CD, P&M, ALL	<p><u>Public Works</u></p> <ul style="list-style-type: none"> • Continue support of construction in Section 1 and Section 2 and enforcement of MOA provisions. • Continue ongoing outreach to community and business stakeholders. <p><u>Community Development</u></p> <ul style="list-style-type: none"> • Participate in Metro's first last mile study for Rodeo station. • Supplement Metro's first last mile studies as needed. • Retain consultants to develop a streetscape plan around the stations. • Manage preparation of EIR for North Portal. <p><u>Fire</u></p> <ul style="list-style-type: none"> • Attend Metro-related meetings, develop pre-plans, conduct training to mitigate potential risks and hazards associated with Metro Project.
36	Reservoir Reconstruction & Water Storage Capacity. Evaluate current emergency storage and identify projects to increase water storage capacity. Redevelop decommissioned Coldwater/Cabrillo reservoir site for storage of Potable and Non-Potable water and evaluate purple pipe distribution system.	PW	<ul style="list-style-type: none"> • Tentative completion of Integrated Water Resources Master Plan Scheduled for June 30, 2020. • Coordinate potential pipeline needs with the Water Pipeline Replacement CIP project. • Evaluate all potential locations for emergency water storage facility capabilities as part of the Integrated Water Resources Master Plan. • Establish criteria in the IWRMP to assist with making decisions on which locations would best serve the community for the storage of emergency water.

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37	Public Works Matrix Audit. Implement Matrix audit recommendations.	FIN, IT, PW	<p><u>Public Works</u></p> <ul style="list-style-type: none"> • Implement backflow prevention program and related fees. • Implement the following Infor work order and asset management system modules: -Inventory Management; -Environmental Maintenance; -Water Operations; - and begin work on Traffic Lights and Signals as well as Street Maintenance. • Mobile deployment for Water, Traffic and Signals, and Street Maintenance staff. • Implement annual testing of large water meters to ensure accuracy standards. • Implement in-house testing of small water meters to ensure accuracy standards. • Will work with Finance to implement online payment system for PW related billing. <p><u>Finance</u></p> <ul style="list-style-type: none"> • Matrix #120: Modernized UB payment and notification system will be implemented by the end of FY19/20.
38	Gateways. The final remaining gateway at Santa Monica/Doheny has been designed. Project to continue if property becomes available.	CS, PW	<ul style="list-style-type: none"> • Project deferred as it is dependent on property acquisition as well as the Master Plan for La Cienega Park.
39	Separate Landscape Metering. Require the installation of a separate landscape meter for all existing properties.	PW	<ul style="list-style-type: none"> • Complete incentive program for separate landscape meter program.
40	Public Works Space Assessment. Assess current and future operational needs of the Public Works Department.	PW	<ul style="list-style-type: none"> • Install automatic gate and replacing fencing along Foothill Road to enhance security. • Upgrade landscaping along Foothill Road to improve aesthetics in front of yard.

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			<ul style="list-style-type: none"> Remove modular building to free up space for alternate uses.
41	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"> Based on City Council direction, continue to manage oil well plugging on behalf of BHUSD. Based on City Council direction, staff currently anticipates project completion in 2020.
42	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, P&M	<p style="text-align: center;"><u>Public Works</u></p> <ul style="list-style-type: none"> Project is on hold until additional stakeholder involvement. Upon approval of schematic design, continue with design development documents, complete construction documents and competitive bidding process. Start construction. <p style="text-align: center;"><u>Policy & Management</u></p> <ul style="list-style-type: none"> Continue to engage stakeholders, inclusive of their feedback as appropriate.
43	Tree Master Plan	PW	<ul style="list-style-type: none"> Continue to manage UFMP project. Project completion between June and December 2020.
44	Higher Maintenance of Streets and Sidewalk in Business District. Provide a higher level of maintenance to the streets and sidewalks located in the Business District including Rodeo Drive, North Beverly Drive, South Beverly Drive, Canon Drive, and S. Santa Monica Boulevard	PW	<ul style="list-style-type: none"> Maintain and clean sidewalks more frequently if needed. Maintain infrastructure, such as green paint on street light poles, at a higher level. Maintain parking structures at a higher level. Maintain streets at a higher level. Implement the environmental maintenance Infor asset management and work order modules to support staff performing maintenance work in the Business District.

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Ongoing City Council Priorities

ITEM #	TITLE/DESCRIPTION	LEAD DEPARTMENT	FY 2019/2020 Deliverables
CITY CLERK			
1	Sunshine Taskforce. Purpose is to advance greater transparency and public involvement in local government operations.	CC, P&M	<ul style="list-style-type: none"> • Continue hosting meetings and carry out Sunshine Taskforce Initiatives
2	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.	CC, CAO, P&M	<ul style="list-style-type: none"> • Continue to monitor the voter registration lists for upcoming elections. • Provide voter education and outreach for upcoming elections.
FINANCE			
3	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	<p><u>Public Works</u></p> <ul style="list-style-type: none"> • Implement Infor asset management modules for water, street maintenance, and traffic and signals programs. <p><u>Finance</u></p> <ul style="list-style-type: none"> • Continue monitoring enterprise funds' revenue and expense trends on a monthly basis and provide water fund updates to the PWC.
HUMAN RESOURCES			
4	Advertise Employment Opportunities Locally. Ongoing outreach and local advertisements of job openings within the City to stimulate interest of residents to apply for City positions.	HR	<ul style="list-style-type: none"> • Secure local press coverage of the City's "Hire Local" initiative. • Continue to coordinate "Hire Local" advertisements in local publications and at City events. • Implement the advertisement of job opportunities on the City's cable channel. • Continue to participate in local events to promote "Hire Local" and engage with residents.

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			<ul style="list-style-type: none"> • Provide Annual Report to City Council.
POLICY & MANAGEMENT			
5	Legislative Efforts.	P&M	<ul style="list-style-type: none"> • Continue to advocate for local control and develop regional approaches for solutions to issues • Work cohesively with other local, regional, and state jurisdictions to ensure City's voice is heard on important legislative matters. • Continue to pursue an initiative to protect local control. • Present a resolution on local control to the U.S. Conference of Mayors at their summer meeting. • Advocate in opposition to SB 50 (Wiener) • Investigate Senate Bill 4 as a potential alternative to SB 50.
PUBLIC WORKS			
6	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"> • Will work closely with Finance on FY 20-21 update to program project funding to meet CIP needs.
7	Water Conservation Program. Continue to implement the City's water conservation program.	PW	<ul style="list-style-type: none"> • RFP to upgrade or replace customer water use tracking software. • Evaluate Excessive Use Policy provisions and implementation.