



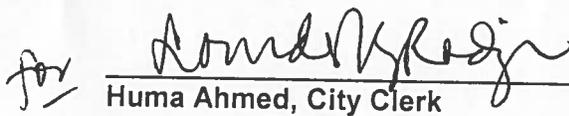
Beverly Hills City Council /Public Works Commission Liaison Committee will conduct a Special Meeting, at the following time and place, and will address the agenda listed below:

CITY HALL
455 North Rexford Drive
4th Floor Conference Room A
Beverly Hills, CA 90210

Wednesday, January 22, 2020
3:00 PM

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) Update on Dam Inundation Study
- 3) Excessive Water Use
- 4) Water Property Authority
- 5) Capital Improvement Projects Update
- 6) Adjournment



Huma Ahmed, City Clerk

Posted: January 21, 2020

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



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CITY OF BEVERLY HILLS
PUBLIC WORKS DEPARTMENT

MEMORANDUM

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

FROM: Gil Borboa, P.E., Assistant Director of Public Works 

DATE: January 22, 2020

SUBJECT: Excessive Water Use Policy

ATTACHMENT: Public Works Commission Agenda Report, Proposed Excessive Use Policy, November 14, 2019

The attached proposed policy for identifying and defining excessive water use was presented to, and approved by, the Public Works Commission on November 14, 2019. As stated in the November report, the proposed policy is presented herewith for consideration by the City Council Liaison to the Public Works Commission prior to presentation to the full City Council.

ATTACHMENT 1



CITY OF BEVERLY HILLS
PUBLIC WORKS DEPARTMENT
MEMORANDUM

TO: Public Works Commission

FROM: Debby Figoni, Water Conservation Administrator
Michelle Tse, Planning and Research Analyst
Gilbert Borboa, Assistant Director of Public Works

DATE: November 14, 2019

SUBJECT: Proposed Excessive Water Use Policy

Handwritten initials in black ink, including "DF", "MST", and "GB".

RECOMMENDATION

Staff recommends that the Commission review and recommend the excessive water use policy for City Council approval.

INTRODUCTION

This proposed policy is intended to support the City's water efficiency goals by identifying and remedying excessive water use (EWU) from the City of Beverly Hills' residential water customers. This policy, which was created pursuant to direction from the City Council, outlines general parameters to identify, alert, educate and assist single-family residential water customers whose use of water at their residential property qualifies as "excessive", as defined by this policy. The highest excessive water users will be top priority. The program parameters may adjust with the City's Water Shortage Stages. The program may be adjusted if/when drought conditions change.

DISCUSSION

Public Works staff have been working with the Public Works Commission's Excessive Water Use Ad Hoc Committee (Commissioners Wolfe and Alpert) to create a policy that will help identify, educate and assist the City's excessive water use customers. The basic framework for identifying potential excessive water users is to compare the customers' actual water usage to their personalized allowance, which consists of the industry standard for average indoor water use and property specific outdoor water use.

For the purposes of this policy, the following definitions shall apply:

"Allowance" shall mean the water amount allotted to each individual property based on the industry accepted formula calculation for outdoor water use known as "Maximum Applied Water Allowance" (MAWA) and indoor water use calculated by assuming four (4) people per home using the State standard of 55 gallons per person per day. The MAWA formula consists of the square footage of the property's green space (including pools), the evapotranspiration rate factor (ETo) based on water loss from evaporation in the soil and plant transpiration, the evapotranspiration adjustment factor, and conversion factor converting square feet to gallons.

The formula is as follows: $MAWA = (ETo) (0.62) [(0.7 \times LA) + (0.3 \times SLA)]$

- ◆ LA = Landscape Area

- ◆ SLA = Special Landscape Area which are areas of the landscape dedicated solely to edible plants and/or recreational areas

“Excessive Water Use (EWU)” shall mean the use of water greater than the calculated allowance (determined by a specific factor) given to a specific property.

“Factor” shall mean the number/multiplier used to determine EWU. For instance, a factor of two (2) will mean the customer is using twice as much water as given in their specific allowance. The factor is to be determined by the City Manager and is potentially applicable at any time, not just during Water Shortage Stages.

“Water Tracking Program” shall mean the City’s on-line consumer engagement program that displays water usage for customers through the City’s automatic meter reading infrastructure.

GROUNDS FOR ALERTING RESIDENTIAL WATER CUSTOMERS

Customers using excessive amounts of water over their calculated water allowance will be contacted. The over allowance will be measured by the last three (3) billing cycles/six (6) months. Errors, short-term leaks and other unforeseen issues may cause a customer to be removed from the EWU list.

PROCESS

The approach is to identify and remedy EWU customers with the following process:

- City staff to run report and identify the highest excessive water users every six (6) months. The EWU customers are those who exceed the factor as determined by the City Manager. The default factor when a Water Shortage stage is not in effect will be two (2).
- City staff to send initial letter to potential EWU Customers with policy and educational flyers.
- Customer required to contact City staff within a certain number of days as stated in the letter/ email or risk a fine.
- City staff will follow up with customers through calls and/or emails until contact has been made.
- City staff shall require the customer to sign up for the City’s on-line water tracking program.
- City staff to offer written and on-site water audit assistance.
- If the customer does not reduce water usage within the allotted time (6 months), the City may issue penalties every billing cycle until compliance is achieved. Repeat violators may be subject to the mandated installation of a dedicated landscape meter.
- Additional processes for implementing this program shall be established by the Public Works Department.

PROGRAM ROLLOUT EXAMPLE

The following is an example of how City staff will work with customers based on the described program. A factor of 2 is used in the following assumption to determine excessive water users.

Review customer water usage by looking at the prior 6 months (ex: July – Dec) and target EWU residential customers exceeding a factor of 2.

- ◆ January: Send Letter #1 and give customers a period of 6 months to get their water use down within their allowance.
- ◆ March: Send Letter #2 and remind them they have one more billing cycle to get within their allowance or they may receive a fine.
- ◆ May: Send Letter #3 to EWU customers still not reducing and telling them they may be receiving a fine in July. Remind them that if they are not under the factor of 2, they may

receive a fine every billing cycle until they comply. An extension may be granted if good faith efforts have been demonstrated.

TIMELINE

The program will be started anew every 6 months. Customers initially identified as excessive water users who improve water efficiency may fall off the list during this time.

OUTREACH

If approved, this program will be communicated to all single family Beverly Hills water customers through articles in City newsletters, a direct mailing to single family homes, and via outreach at community meetings, such as various homeowners groups.

FISCAL IMPACT

Funding for the program will come from the Water Conservation Fund.

NEXT STEPS

If the Commission approves the proposed excessive water use policy, the policy will then be presented to the Council liaison meeting for consideration. If supported by the Council liaisons, the policy will then be presented to the City Council for approval.