



**CITY OF BEVERLY HILLS**  
**PUBLIC WORKS DEPARTMENT**  
**MEMORANDUM**

**TO:** PUBLIC WORKS COMMISSION

**FROM:** Trish Rhay, Assistant Director of Public Works   
Mark Cuneo, City Engineer  
Vince Damasse, Water Resources Manager   
Josette Descalzo, Environmental Compliance & Sustainability   
Program Manager  
Derek Nguyen, Project Manager   
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**DATE:** August 11, 2016

**SUBJECT:** SPECIFIC INFORMATION AND DEPARTMENT UPDATES

**ATTACHMENTS:**

1. Public Works Commission Ad-Hoc Subcommittees
2. City Council Items Tracking
3. Public Works Department Master Plans Update

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This report transmits information regarding upcoming items for the City Council meeting, as well as answers to questions that have been raised at previous Public Works Commission meetings.

**Question: Why doesn't the City explore building a mini water treatment plant at the Cabrillo Reservoir, rather than build a conveyance system?**

**Answer:** At the April 5, 2016, Study Session, the City Council agreed to move forward with a project to rehabilitate the Cabrillo/Coldwater reservoir and to develop a non-potable water system (purple pipe) from Reservoir 3B (Coldwater/Cabrillo site) to Santa Monica Boulevard. The Council allocated \$3 million for these two capital improvement projects (CIPs) as a part of the 2016-17 Capital Improvement Budget. The City could explore an alternative to build a mini water treatment plant at the site, rather than building the conveyance system, as a part of the analysis of the project. This would be a modification of the project approved by the City Council in April 2016 and later as a part of the budget adoption process.

**Question: Can the water being captured at the Cabrillo Reservoir be used to water the median?**

**Answer:** In the Public Works Commission packet for June 2016, staff responded to a similar question from the Commission, asking whether water from the Cabrillo Reservoir project could be used for public, non-potable uses. This response can be found below:

Staff will need to get approval from the Los Angeles County Department of Public Health in order to allow the public to use this water. There are a number of processes that will need to be completed before the public can use the water and staff is working with the Los Angeles County

Department of Public Health to complete all of these requirements. These efforts will be included as part of the overall development of the Reservoir and Distribution System. At this time, the City continues to use Cabrillo water for street cleaning, power washing of parking structures, sewer cleaning and other municipal uses, and this will continue until the conveyance system is built for long-term permanent landscape irrigation uses (July 14, 2016 PWC Packet; Item 10, Question 3).

**Question: How many projects have been affected by Model Water Efficient Landscape Ordinance (MWELo)?**

**Answer:** In fiscal year 2015-16, the City issued 52 water efficient landscape permits that would be subject to the Model Water Efficient Landscape Ordinance (MWELo). Those projects for which permits were submitted after January 1, 2016, would have been subject to the new MWELo, which increased the water efficiency requirements for landscape projects.

**Question: Will the trees along Santa Monica Boulevard be removed as a part of the Santa Monica Boulevard reconstruction project?**

**Answer:** The trees along Santa Monica Boulevard will be removed as a part of the Santa Monica Boulevard reconstruction project. Engineering staff is working with the City Park and Urban Forest Manager to determine if there is an opportunity to use the trees in another capacity.

**Question: Can the City's Municipal Code allow for payment plans for the Water Capacity Charge (WCC)?**

**Answer:** The Beverly Hills Municipal Code provides that the City may collect the water capacity charge in two or more installments (BHMC 6-1-253). There is a precedence for this, as the City's Administrative Services Department (ASD) also provides for payment plans for utility bills, which is laid out in a department policy. Staff will continue to investigate the possibility of creating a payment plan and will return with an update when more information is available.

**Question: Are there other additional commercial food processors (i.e. processors that recycle food waste) that could be used in the City?**

**Answer:** There are additional commercial food processors that could be used in the City, and these will be considered as a part of the process of developing the solid waste franchise agreement.

**Question: What is a Council of Governments (COG)?**

**Answer:** A council of governments (COG) is joint-powers authority (JPA) that is made up of a cities and counties within a region. A COG is governed by a joint-powers agreement that must be adopted by each of the cities and/or counties in the agency and the JPA governing board. The composition of the governing board is outlined in the joint-powers agreement and/or by-laws of the COG. However, it typically consists of elected officials and/or their designees from each of the member agencies. Member agencies of a COG also typically pay dues, which typically make-up a significant portion of the COG's annual budget. The purpose of a COG is to bring together member cities and/or counties to engage in regional planning and program implementation on a wide variety of issues, including transportation, housing, the economy, energy, and the environment. COGs are designed to build consensus across political boundaries and to create efficiencies for local governments.

There are five COGs in Los Angeles County, representing different areas of the County. In total, all cities in Los Angeles County are a member of at least one COG. Each of the County's COGs functions differently and engages in different types of programs. Some COGs focus more on

shared legislation and policy interests, mobilizing their member agencies around common issues of concern. Other COGs also take a more active role in developing and implementing programs in which its member agencies. For example, the Gateway Cities Council of Governments, which includes the cities along the 710 corridor from Long Beach to Montebello and from Compton to the Orange County line, has been actively involved in the State's requirement to integrate regional watershed activities – such as water supply, recycled water, stormwater, conservation measures, and wastewater. One of the Gateway COG's activities was to form the "Gateway Water Management Authority," which has been designated a "Regional Integrated Water Management" area that is designated funding from the State to implement integrated regional water management projects.

The City of Beverly Hills is a member of the Westside Cities Council of Governments. The Westside Cities COG includes the cities of Beverly Hills, Culver City, Los Angeles City District 5, Los Angeles City District 11, Los Angeles County District 2, Los Angeles County District 3, Los Angeles County District 4, the City of Santa Monica, and the City of West Hollywood. The Governing Board of the Westside Cities COG is made up of a delegate and an alternate from each of the member agencies, and it meets every other month to consider items of importance for the member cities. Mayor Mirisch and Councilmember Gold represent the City of Beverly Hills on the COG Governing Board. Recent items discussed at meetings include the Los Angeles Metropolitan Transportation Authority's ("Metro") potential ballot measure for transportation projects and community choice aggregation. The City Manager's Office provides support to the Beverly Hills councilmembers that serve on the Westside Cities COG Governing Board.

# ATTACHMENT 1

## Public Works Commission Ad-Hoc Subcommittee Assignments

<b>Pavement Master Plan</b>	Ad Hoc	Commissioner Pressman Vice-Chair Wolfe
<b>Water Conservation &amp; Education</b>	Ad Hoc	Chair Aronberg Vice-Chair Wolfe
<b>Solid Waste Franchise</b>	Ad Hoc	TBD Commissioner Shalowitz
<b>Burton Way Green Streets</b>	Ad Hoc	*To be named as Project nears
<b>2017-18 Budget</b>	Ad Hoc	Sitting Chair Sitting Vice-Chair
<b>Beverly Gardens Park Project</b>	Ad Hoc	Commissioner Shalowitz Commissioner Pressman

Updated: August 2016

# ATTACHMENT 2

## CITY COUNCIL ITEMS TRACKING

The following items from the Public Works Department (PW) are currently agendized for the most-recent City Council meetings, as well as upcoming meetings. If there are any changes to these items, staff will provide an update at the August 11, 2016, Public Works Commission meeting.

July 19, 2016	
Study Session	
A Item	NORTH SANTA MONICA BOULEVARD RECONSTRUCTION PROJECT
A Item	UPDATE ON THE DEMOLITION AND PUBLIC RIGHT-OF-WAY USE PERMIT FOR THE DEMOLITION AND CLEARING OF ALL BUILDING AND EXISTING IMPROVEMENTS AT 8471-8485 WILSHIRE BLVD, 14 N. LA CIENEGA BLVD FOR FUTURE CONSTRUCTION AND LAYDOWN LOCATIONS FOR SECTION 1 OF THE WESTSIDE SUBWAY EXTENSION PROJECT
Formal Session	
Parking Authority Consent Calendar	AGREEMENT WITH NEWMARK OF SOUTHERN CALIFORNIA, INC. FOR BROKERAGE SERVICES RELATED TO THE LEASE OF PARKING AUTHORITY-OWNED PROPERTY AT 430 N. CAMDEN DRIVE <i>Approved agreement.</i>
Consent Calendar	AN AGREEMENT WITH MURPHY SAFETY SWITCH OF CALIFORNIA, INC. DBA MURCAL, INC. TO PROVIDE PREVENTATIVE MAINTENANCE AND REPAIR SERVICE OF THE MURPHY PANEL DIESEL ENGINE CONTROLLERS; AND APPROVAL OF A PURCHASE ORDER OF \$29,000 PER YEAR FOR A TOTAL NOT-TO-EXCEED AMOUNT OF \$87,000 <i>Approved agreement and corresponding purchase order.</i>
	AN AGREEMENT WITH LIFTECH ELEVATOR SERVICES, INC. FOR ELEVATOR MAINTENANCE SERVICE FOR ALL CITY ELEVATORS AND LIFTS; AND APPROVAL OF A PURCHASE ORDER WITH LIFTECH ELEVATOR SERVICES, INC. IN THE NOT-TO-EXCEED AMOUNT OF \$376,000 FOR THESE SERVICES DURING FISCAL YEAR 2016/17 <i>Approved agreement and corresponding purchase order.</i>
August 16, 2016	
Study Session	
A Item	REQUEST BY COUNCILMEMBER KRASNE TO CONSIDER ADVERTISING IN CITY-OWNED PARKING FACILITIES REPORT ON THE OPERATIONAL & FINANCIAL ASSESSMENT OF THE WATER UTILITY
Formal Session	
Consent Calendar	AMENDMENT NO. 3 TO AN AGREEMENT WITH CORDOBA CORPORATION FOR ENGINEERING SUPPORT SERVICES ASSOCIATED WITH THE IMPLEMENTATION OF THE WESTSIDE SUBWAY EXTENSION, AND APPROVAL OF AN APPROPRIATION OF \$2,254,608 FROM THE GENERAL FUND; AND APPROVAL OF A PURCHASE ORDER TO CORDOBA CORPORATION FOR SUPPORT SERVICES IN THE AMOUNT OF \$2,254,608 AWARD OF A CONTRACT TO THE LOWEST RESPONSIBLE BIDDER, ALL AMERICAN ASPHALT, FOR THE FY 15-16 STREET AND ALLEY IMPROVEMENTS WITHIN THE CITY OF BEVERLY HILLS IN THE AMOUNT OF \$3,025,000; APPROVAL OF THE PLANS AND SPECIFICATIONS THEREFOR; AND APPROVAL OF ISSUANCE OF A PURCHASE ORDER IN THE AMOUNT OF \$3,327,500 TO ALL AMERICAN ASPHALT FOR THE PROJECT RESOLUTION OF THE COUNCIL OF THE CITY OF BEVERLY HILLS

**CITY COUNCIL ITEMS TRACKING**

	AUTHORIZING THE ACCEPTANCE OF AN EASEMENT FOR STORM DRAIN PURPOSES AND THE EXECUTION OF A QUTCLAIM DEED TO XXXX, TERMINATING THE CITY'S STORM DRAIN EASEMENT OVER A PORTION OF THE PROPERTY LOCATED AT 9900 WILSHIRE BLVD.
August 25, 2016	
Study Session	
C Item	A COST SHARING MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF BEVERLY HILLS AND THE CITIES OF LOS ANGELES AND WEST HOLLYWOOD FOR THE FEASIBILITY AND DESIGN FOR LA CIENEGA PARK REGIONAL STORMWATER PROJECT. AN AMOUNT OF \$XXX WILL BE COST-SHARED BY THE AGENCIES.
Formal Session	
Parking Authority Public Hearing	RESOLUTION OF THE PARKING AUTHORITY OF THE CITY OF BEVERLY HILLS AMENDING THE SCHEDULE OF PARKING FACILITY RATES TO ESTABLISH FEES RELATED TO ELECTRIC VEHICLE CHARGING
Consent Calendar	AMENDMENT NO. 1 TO THE AGREEMENT WITH CIVILTEC PROFESSIONAL SERVICES FOR A NOT-TO-EXCEED AMOUNT OF \$250,000
	AGREEMENT WITH CHP ENTERPRISES DBA KEN PORTER AUCTIONS FOR AUCTION SERVICES TO DISPOSE OF SURPLUS CITY EQUIPMENT
	AGREEMENT WITH TIRE CENTERS, LLC FOR HEAVY-DUTY TIRE SERVICE; AND ISSUANCE OF A PURCHASE ORDER IN THE AMOUNT OF \$70,000.00 TO TIRE CENTERS, LLC FOR THESE SERVICES
Public Hearing	RESOLUTION OF THE COUNCIL OF THE CITY OF BEVERLY HILLS AMENDING THE COMPREHENSIVE SCHEDULE OF TAXES, FEES, & CHARGES TO ESTABLISH FEES RELATED TO ELECTRIC VEHICLE CHARGING
	RESOLUTION OF THE COUNCIL OF THE CITY OF BEVERLY HILLS AMENDING THE COMPREHENSIVE SCHEDULE OF TAXES, FEES, & CHARGES TO ESTABLISH A CITATION FEE FOR VIOLATION OF BEVERLY HILLS MUNICIPAL CODE 7-3.212C REGARDING PROHIBITIONS AND RESTRICTIONS ON PREFERENTIAL PARKIGN PERMITS

# ATTACHMENT 3

**Public Works  
Department Master Plans  
Updated 8/1/2016**

Topic Area	Plan	Purpose	Type	Approving Agency	Frequency Updated	Last Adopted	Next Update (Anticipated)	Notes
Water	Water Master Plan	Identifies and assesses existing and future water infrastructure, maintenance, and Capital Improvement Project water needs	Best Practice	n/a	Every 5 Years (best practice)	2002	2017	Staff will soon begin the development of an updated hydraulic model and, subsequently, the Water Master Plan will be updated.
Water	Groundwater Sustainability Plan - Central Basin	Manages and regulates the groundwater in the Hollywood Basin to ensure the long-term sustainability of the Basin. New requirement under the 2014 Sustainable Groundwater Management Act (SGMA). Requires all local public agencies utilizing the Hollywood Basin to coordinate to develop the Plan.	Regulatory	Department of Water Resources	Every 5 years (following initial adoption of Groundwater Sustainable Plan (GSP))	n/a (new regulatory requirement)	2020	Groundwater Sustainable Agency (GSA) developed by June 30, 2017; Alternative GSA developed and submitted by January 1, 2017. GSPs completed by 2020/2022 to be updated every 5 years
Water	Urban Water Management Plan	Support long-term resource planning to ensure that adequate water supplies are available to meeting existing and future water demands.	Regulatory	Department of Water Resources	Every 5 Years ending in "0" or "5"	2010	2016	2015 UWMP was approved by the City Council on June 21, 2016, and was submitted to the State by June 30, 2016, as required by State law.
Water	Water Enterprise Plan	Identifies the City's ten-year strategy related to the City's water supply and identify the portfolio of actions/projects needed to meet this goal.	Council Directed	n/a	As needed	2015	n/a	Unscheduled at this time
Wastewater	Sanitary Sewer Management Plan	Describes activities the City uses to manage the wastewater collection system, including maintaining/improving the condition of the collection system infrastructure, providing adequate sewer capacity, and minimizing the number and impact of sanitary sewer overflows that occur. Must be adopted to comply with the Statewide General Waste Discharge Requirements for Sanitary Sewer Systems.	Regulatory	State Water Resources Control Board	Every 5 Years	2012	2017	Staff anticipates that work will begin on this project in the coming months.
Wastewater	Wastewater Master Plan/ Sewer Master Plan	Provides infrastructure assessment, assesses flow capacity, sewer integrity and creates schedule for wastewater/sewer mains replacement.	Best Practice	n/a	n/a	2010	n/a	Unscheduled at this time
Stormwater	Enhanced Watershed Management Program (EWMP) Plan	Describes activities to implement requirements of the MS4 Permit on a watershed scale through customized strategies control measures, and best management practices (BMPs). Prescribes compliance strategy for the Ballona Creek Watershed Management Group and Beverly Hills to comply with the MS4 Permit.	Regulatory	Los Angeles Regional Water Quality Control Board	Upon direction from the Los Angeles Regional Water Quality Control Board	Anticipated 2016 (Under review by LARWQCB)	anticipated 2021 (Upon direction from LARWQCB)	Plan updates will be based upon the adaptive management process. The Ballona Creek Watershed Management Group (BC-WMG) will update the plan based upon the effectiveness of control measures and BMPs.
Stormwater	Coordinated Integrated Monitoring Plan (CIMP)	The process for collecting data to meet the goals and requirements of the Monitoring and Reporting Program (MRP) as part of the MS4 Permit. The CIMP provides information on sample collection and analysis methodologies. The CIMP is comprised of five required elements including: 1) Receiving Water Monitoring 2) Stormwater Outfall Monitoring 3) Non-stormwater (NSW) Outfall Monitoring 4) New Development/Redevelopment Effectiveness Tracking 5) Regional Studies and 6) Trash and Plastic Pellets Monitoring.	Regulatory	Los Angeles Regional Water Quality Control Board	Upon direction from the Los Angeles Regional Water Quality Control Board	Anticipated 2016 (Under review by LARWQCB)	anticipated 2021 (Upon direction from LARWQCB)	The Ballona Creek Watershed Management Group (BC-WMG) can update the CIMP based upon the adaptive management process allowed by the MS4 permit. Changes in the plan will be dependent on data results, necessity to implement enhanced monitoring frequency, and changes to monitoring locations. Changes to the CIMP can be done annually if necessary.
Stormwater	Storm Drain System Master Plan	Assessment of capacity and condition of storm drain lines and catch basins in the City and management of infrastructure and storm drains.	Best Practice	n/a	n/a	1999	n/a	Not a priority at this time because the storm drain system has not changed significantly since the Plan was last adopted.
Sustainability	Beverly Hills Sustainable City Plan	Provides tool kit for City to use in part or in whole to address sustainability issues.	City Council Direction	n/a	n/a	2009	2017	Workplan item for FY 2016-17
Solid Waste	Zero Waste Plan	Identifies zero waste goals for the City and outlines a course and programs to help the City meet that goal.	Best Practice/City Council Direction	n/a	n/a	Never been completed	2016	Plan will be developed in consultation with the Solid Waste RFP.
Streets	Pavement Management Plan	Helps the City to plan, budget, fund, design, construct, monitor, evaluate, maintain and rehabilitate the pavement network to provide the maximum benefits from the available funds. A pavement management plan/program provides a set of tools or methods that provide the optimum strategies for providing and maintaining pavements over a given time period.	Regulatory	LA County Metropolitan Transportation Authority	Every 3 years	2014	2016	Staff scheduling meeting with the Street & Sidewalk Improvements Ad Hoc Committee in the near future to review the Pavement Management Plan.