



EXECUTIVE BOARD OF DIRECTORS MEETING AGENDA  
November 8, 2019 | 3PM  
CITY OF SARATOGA | 13777 FRUITVALE | SARATOGA 95070

*Discussion & action may be taken on any of the following items.*

1. Welcome and Roll Call 3:00 PM
  
2. Consideration of approval of consent agenda:
  - a. October 2019 Executive Board of Directors Minutes
  - b. ESA Invoice - September 2019 of \$8,413.73
  - c. October Financial Reports
  
3. Old Business: 3:05 PM
  - a. Consideration of approval of the annual general membership dinner budget
  - b. Update on December Membership Annual Holiday Dinner
  - c. Calendar for 2020 Cities Association meetings
  
4. New Business:
  - a. Discussion of goal setting process for Cities Association priorities for 2020 3:20 PM
  
5. Discussion and Agenda Setting for Board of Directors Meeting/Committee Reports to Board: 3:30 PM
  - a. Conversation with Community Leaders:
    - Supervisor Cindy Chavez (confirmed 7:45-8:30 PM)
  - b. Committee Reports (if needed)
    - Legislative Action Committee Update (if needed)
    - Nominating Committee
    - Other reports: ADU, Transportation, RHNA/Planning Collaborative, SCSC Roundtable, Fire Suppression/Evacuation Routes)
  - c. Request to present:
    - Healthy Cities Dashboard
    - Valley Water
    - Santa Clara County Fire
  - d. Other items for the agenda
    - Transportation measures
    - Support for PG&E public buyout
  
6. Public Comment 3:50 PM
  
7. Executive Director Report 3:55 PM
  
8. Adjourn - next meeting to be determined by 2020 Executive Board. 4:00 PM



EXECUTIVE BOARD OF DIRECTORS MEETING MINUTES  
OCTOBER 4, 2019 | 3PM  
CITY OF SARATOGA | 13777 FRUITVALE | SARATOGA 95070

*ITEM 1. Association President, Mayor Manny Cappello opened the meeting at 3:10 PM.*

*Present:*

*Manny Cappello, Saratoga*

*Marico Sayoc, Los Gatos*

*Larry Klein, Sunnyvale*

*Chappie Jones, San José*

*Margaret Abe-Koga, Mountain View*

*Andi Jordan, Executive Director*

*Raania Mohsen, Office of Vice Mayor Jones, City of San José*

*James Lindsay, SCCMA, Saratoga*

*Item 2: Consideration of approval of consent agenda September 2019 Executive Board of Directors Minutes. Motion by Chappie Jones/San José, second by Larry Klein/Sunnyvale. Motion passes unanimously 5-0-0-1*

*Motion: Chappie Jones/San José*

*Second: Larry Klein/Sunnyvale*

*AYES: Jones/San José, Klein/Sunnyvale, Sayoc/Los Gatos, Abe-Koga/Mountain View*

*NAYES: none*

*ABSTENTIONS: none*

*ABSEENT: Sinks/Cupertino*

*Item 3: Old Business discussion of the RHNA Subregion Formation. No action taken.*

*Item 4: New Business:*

*a. Consideration of approval of the annual general membership dinner scheduled for December 6, 2019. No action taken.*

*b. The Executive Board discussed honoring a “Cities Association Champion”. The Executive Committee Agreed unanimously to honor Congresswoman Anna Eshoo as the “Cities Association Champion”.*

*AYES: Jones/San José, Klein/Sunnyvale, Sayoc/Los Gatos, Abe-Koga/Mountain View*

*NAYES: none*

*ABSTENTIONS: none*

*ABSEENT: Sinks/Cupertino*

*c. Calendar for Board of Director meetings and events for 2020. No action taken.*

**Item 5.** By consensus, the Executive Board agreed on the Agenda for the October board meeting with a target ending time at 8:30 PM.

- a. RHNA Subregion Formation Update
- b. Committee Reports
  - Nominating Committee
  - SVLG: FASTER transportation measure (transportation committee)
  - VTA: overview of governance study commissioned by VTA
  - Santa Clara County Fire Department

Item 6: There was no public comment.

Item 7: There was no Executive Director Report.

Item 8: Meeting was adjourned at 4PM and will meet on Friday, November 8, 2019

Respectfully submitted,  
Andi Jordan  
Executive Director

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Minutes approved on November 8, 2019

Motion  
Second:

AYES  
NAYES  
ABSTENTION:  
ABSENT:



Environmental Science Associates  
 550 Kearny Street, Suite 800  
 San Francisco, CA 94108  
 (415) 896-5900

Marykymme Bernal d  
 10/10/19

**INVOICE**

Andi Jordan  
 Executive Director  
 Cities Association of Santa Clara County  
 PO Box 3144  
 Los Altos, CA 94024

October 10, 2019  
 Invoice No: 149392  
 Project Manager: Steven Alverson

Project D181353.00 CASCC - Facilitator/Consultant Services for Santa Clara/Santa Cruz  
 Community Roundtable

**Professional Services from September 1, 2019 to September 30, 2019**

Task 0000001 Facilitate Regular Roundtable Meetings

Subtask 0000011 1.1 Prepare For Up To 17 Roundtable Meetings

**Professional Personnel**

	Hours	Rate	Amount	
Senior Director III Alverson, Steven	6.00	300.00	1,800.00	
Senior Associate I Wasserman, Evan	24.00	150.00	3,600.00	
Totals	30.00		5,400.00	
<b>Total Labor</b>				<b>5,400.00</b>
				<b>Subtotal this Subtask: \$5,400.00</b>

Subtask 0000013 1.3 Prepare Up To 17 Meeting Recaps and Lists of Action Items/Actions Taken

**Professional Personnel**

	Hours	Rate	Amount	
Senior Associate I Wasserman, Evan	9.00	150.00	1,350.00	
Totals	9.00		1,350.00	
<b>Total Labor</b>				<b>1,350.00</b>
				<b>Subtotal this Subtask: \$1,350.00</b>

**TOTAL THIS TASK: \$6,750.00**

Task 0000002 Assist CASCC in Improving Roundtable Participation, Meeting Format, and Composition

**Professional Personnel**

	Hours	Rate	Amount	
Senior Director III Alverson, Steven	2.00	300.00	600.00	
Totals	2.00		600.00	
<b>Total Labor</b>				<b>600.00</b>

<b>Billing Limits</b>	<b>Current</b>	<b>Prior</b>	<b>To-Date</b>
Total Billings	600.00	1,500.00	2,100.00
Limit			5,100.00
Remaining			3,000.00

PAYMENT DUE UPON RECEIPT

**TOTAL THIS TASK: \$600.00**

Task	0000003	Provide Support for Work Not Currently Before the Roundtable		
<b>Billing Limits</b>			<b>Current</b>	<b>Prior</b>
Total Billings			0.00	6,512.50
Limit				50,620.00
Remaining				44,107.50

**TOTAL THIS TASK: 0.00**

Task	0000004	Follow Up with FAA and SFO on the Select Committee Recommendations		
<b>Billing Limits</b>			<b>Current</b>	<b>Prior</b>
Total Billings			0.00	3,205.00
Limit				7,200.00
Remaining				3,995.00

**TOTAL THIS TASK: 0.00**

Task	0000005	Follow Up with FAA and SJC on the Southflow Recommendations		
<b>Billing Limits</b>			<b>Current</b>	<b>Prior</b>
Total Billings			0.00	0.00
Limit				7,200.00
Remaining				7,200.00

**TOTAL THIS TASK: 0.00**

Task	0000006	Develop an FAA Advocacy Plan		
<b>Billing Limits</b>			<b>Current</b>	<b>Prior</b>
Total Billings			0.00	0.00
Limit				21,600.00
Remaining				21,600.00

**TOTAL THIS TASK: 0.00**

Task	0000007	Prepare and Maintain the Santa Clara/Santa Cruz Community Roundtable Public Website		
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**Professional Personnel**

	Hours	Rate	Amount
Senior Director III			
Alverson, Steven	1.00	300.00	300.00
Totals	1.00		300.00
<b>Total Labor</b>			<b>300.00</b>

<b>Billing Limits</b>	<b>Current</b>	<b>Prior</b>	<b>To-Date</b>
Total Billings	300.00	3,600.00	3,900.00
Limit			10,820.00
Remaining			6,920.00

**TOTAL THIS TASK: \$300.00**

Task	0000ODC	Other Direct Cost		
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**Reimbursable Expenses**

Travel - Transportation	187.97
Travel - Meals	44.61

Project	D181353.00	CASCC - Facilitator/Consultant Services	Invoice	149392
Travel - Mileage			2.45	
	<b>Total Reimbursables</b>	<b>1.0 times</b>	<b>235.03</b>	<b>235.03</b>
<b>In-House Reimbursable Billing</b>				
Printing 8.5x11 b/w				
ARC_PRINTING BW 8.5X11		2,387.0 Pages @ 0.10	238.70	
ARC_PRINTING BW 8.5X11		4.0 Pages @ 0.10	.40	
Printing 8.5x11 color				
ARC_PRINTING COLOR 8.5X11		1.0 Page @ 0.40	.40	
ARC_PRINTING COLOR 8.5X11		723.0 Pages @ 0.40	289.20	
	<b>Total In-House Reimbursables</b>	<b>1.0 times</b>	<b>528.70</b>	<b>528.70</b>
<b>Billing Limits</b>		<b>Current</b>	<b>Prior</b>	<b>To-Date</b>
Total Billings		763.73	8,820.84	9,584.57
Limit				16,161.70
Remaining				6,577.13
			<b>TOTAL THIS TASK:</b>	<b>\$763.73</b>
			<b>TOTAL INVOICE AMOUNT</b>	<b>\$8,413.73</b>

<b>Billings to Date</b>	<b>Current</b>	<b>Prior</b>	<b>Total</b>
	<b>8,413.73</b>	<b>171,640.84</b>	<b>180,054.57</b>

Remit to:

E S A  
P.O. Box 92170  
Elk Grove, IL 60009

TIN #: 94-1698350

# Billing Backup

Thursday, October 10, 2019

Environmental Science Associates

Invoice 149392 Dated 10/10/2019

10:28:33 AM

Project D181353.00 CASCC - Facilitator/Consultant Services for Santa Clara/Santa Cruz  
Community Roundtable

Task 0000001 Facilitate Regular Roundtable Meetings

Subtask 0000011 1.1 Prepare For Up To 17 Roundtable Meetings

**Professional Personnel**

			Hours	Rate	Amount
Senior Director III					
Senior Director III					
1 - Alverson, Steven	9/3/2019	1.00	300.00	300.00	
Prep for the October 23, 2019 Roundtable Meeting					
1 - Alverson, Steven	9/10/2019	1.00	300.00	300.00	
October 2019 TAC Meeting Prep					
1 - Alverson, Steven	9/11/2019	2.00	300.00	600.00	
Prep for the October 23, 2019 RT MTG					
1 - Alverson, Steven	9/25/2019	1.00	300.00	300.00	
Prep for Oct 23rd meeting					
1 - Alverson, Steven	9/26/2019	1.00	300.00	300.00	
Prep for Oct 23rd meeting					
Senior Associate I					
Senior Associate I					
7 - Wasserman, Evan	9/5/2019	1.00	150.00	150.00	
1 hr for posting to website and communications with SCSC Roundtable, and PM					
7 - Wasserman, Evan	9/10/2019	1.00	150.00	150.00	
1 hr for review of Roundtable member questions to the FAA and compiling correspondence for agenda packet					
7 - Wasserman, Evan	9/11/2019	5.00	150.00	750.00	
1 hr for review/edits to list of Roundtable member questions to the FAA; 1 hr for tracking communications for agenda packet; 1.5 hrs for review website for updates and communication regarding resolution 1 for Chair; 1.5 hrs for meeting time and prep for meeting about potential agenda items					
7 - Wasserman, Evan	9/12/2019	3.00	150.00	450.00	
.5 hr for update of meeting time on website and links to sites on website; 2 hrs update of survey money and communication out to RT about prioritization; .5 hrs for posting links and resources/presentations to website.					
7 - Wasserman, Evan	9/13/2019	1.00	150.00	150.00	
.5 hr for sending our ANR and general communication to RT; .5 hr for review of survey responses and tracking in table for priorities list.					
7 - Wasserman, Evan	9/17/2019	.50	150.00	75.00	
.5 hr for posting materials to website					
7 - Wasserman, Evan	9/18/2019	2.00	150.00	300.00	
2 hrs for posting materials to website, and communications with team about ANR documents					
7 - Wasserman, Evan	9/19/2019	.50	150.00	75.00	
.5 hr for posting materials					
7 - Wasserman, Evan	9/20/2019	.50	150.00	75.00	
.5 hrs for communications regarding ANR					
7 - Wasserman, Evan	9/23/2019	2.50	150.00	375.00	
2.5 hrs for correspondence tracking and posting to the website; communication with SCSC Roundtable members					
7 - Wasserman, Evan	9/24/2019	2.00	150.00	300.00	
2 hrs for correspondence tracking and posting to the website					

Project	D181353.00	CASCC - Facilitator/Consultant Services	Invoice	149392
7 - Wasserman, Evan	9/25/2019	.50 150.00	75.00	
.5 hrs for posting, correspondence tracking, and communication with project team, no weekly meeting, but communication afterwards.				
7 - Wasserman, Evan	9/26/2019	1.00 150.00	150.00	
1 hr for correspondence tracking and posting to website				
7 - Wasserman, Evan	9/27/2019	2.00 150.00	300.00	
2 hrs for posting materials to website, and general correspondence tracking				
7 - Wasserman, Evan	9/30/2019	1.50 150.00	225.00	
1.5 hrs for communication, correspondence tracking, and posting articles to website				
Totals		30.00	5,400.00	
<b>Total Labor</b>				<b>5,400.00</b>
			<b>Subtotal this Subtask:</b>	<b>\$5,400.00</b>

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Subtask 0000013 1.3 Prepare Up To 17 Meeting Recaps and Lists of Action Items/Actions Taken

**Professional Personnel**

		Hours	Rate	Amount
Senior Associate I				
Senior Associate I				
7 - Wasserman, Evan	9/3/2019	5.00	150.00	750.00
5 hrs for preparing meeting recap, questions for FAA, Resolution 1 update, communication with SCSC Roundtable to send Work Program/Strategic Plan, prioritization survey, and tracking correspondence				
7 - Wasserman, Evan	9/4/2019	4.00	150.00	600.00
4 hrs for preparing meeting recap, questions for FAA, Resolution 1 update, communication with SCSC Roundtable to send Work Program/Strategic Plan, prioritization survey, and tracking correspondence				
Totals		9.00		1,350.00
<b>Total Labor</b>				<b>1,350.00</b>
			<b>Subtotal this Subtask:</b>	<b>\$1,350.00</b>
			<b>TOTAL THIS TASK:</b>	<b>\$6,750.00</b>

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Task 0000002 Assist CASCC in Improving Roundtable Participation, Meeting Format, and Composition

**Professional Personnel**

		Hours	Rate	Amount
Senior Director III				
Senior Director III				
1 - Alverson, Steven	9/18/2019	1.00	300.00	300.00
Airport Noise Report Posting Issue				
1 - Alverson, Steven	9/25/2019	1.00	300.00	300.00
Meeting with SJC & San Jose				
Totals		2.00		600.00
<b>Total Labor</b>				<b>600.00</b>
			<b>TOTAL THIS TASK:</b>	<b>\$600.00</b>

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Task 0000007 Prepare and Maintain the Santa Clara/Santa Cruz Community Roundtable Public Website



**Professional Personnel**

			Hours	Rate	Amount
Senior Director III					
Senior Director III					
1 - Alverson, Steven	9/12/2019		1.00	300.00	300.00
Various Website Postings					
Totals			1.00		300.00
<b>Total Labor</b>					<b>300.00</b>

**TOTAL THIS TASK: \$300.00**

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 Task                    0000ODC            Other Direct Cost

**Reimbursable Expenses**

Travel - Transportation					
EX	000000049005	8/28/2019	Alverson, Steven / Train Fare		74.00
EX	000000049005	8/28/2019	Alverson, Steven / Uber		14.10
EX	000000049093	8/28/2019	Wasserman, Evan / Amtrak train to Santa Clara for meeting		74.00
EX	000000049093	8/28/2019	Wasserman, Evan / Lyft ride from Santa Clara Station-meeti		13.87
EX	000000049005	8/28/2019	Alverson, Steven / Parking		12.00
Travel - Meals					
EX	000000049005	8/28/2019	Alverson, Steven / Dinner		12.80
EX	000000049005	8/28/2019	Alverson, Steven / Lunch		5.00
EX	000000049093	8/28/2019	Wasserman, Evan / Breakfast/Dinner before/after meeting		8.93
EX	000000049093	8/29/2019	Wasserman, Evan / Breakfast/Dinner before/after meeting		10.28
EX	000000049093	8/30/2019	Wasserman, Evan / Breakfast/Dinner before/after meeting		7.60
Travel - Mileage					
EX	000000049005	8/28/2019	Alverson, Steven / Drive to Train Station - Round Trip		2.45
	<b>Total Reimbursables</b>			<b>1.0 times</b>	<b>235.03</b>
					<b>235.03</b>

**In-House Reimbursable Billing**

Printing 8.5x11 b/w					
	ARC_PRINTING	BW 8.5X11	2,387.0 Pages @ 0.10		238.70
	ARC_PRINTING	BW 8.5X11	4.0 Pages @ 0.10		.40
Printing 8.5x11 color					
	ARC_PRINTING	COLOR 8.5X11	1.0 Page @ 0.40		.40
	ARC_PRINTING	COLOR 8.5X11	723.0 Pages @ 0.40		289.20
	<b>Total In-House Reimbursables</b>			<b>1.0 times</b>	<b>528.70</b>
					<b>528.70</b>

**TOTAL THIS TASK: \$763.73**

**Total this Project \$8,413.73**

**Total this Report \$8,413.73**

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**Environmental Science Associates**Expense Report for Invoice #000000149392 Dated 10/10/2019

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<b>Date</b>	<b>Person</b>	<b>Category</b>	<b>Description</b>	<b>Amount</b>
08/28/2019	Alverson, Steven			\$74.00
08/28/2019	Alverson, Steven			\$12.00
08/28/2019	Wasserman, Evan			\$13.87
08/28/2019	Wasserman, Evan			\$74.00
08/28/2019	Alverson, Steven			\$14.10
08/28/2019	Wasserman, Evan	Meals (Travel)		\$8.93
			Business Reason: Breakfast/Dinner before/after SCSC Roundtable meeting	
08/28/2019	Alverson, Steven			\$5.00
08/28/2019	Alverson, Steven			\$12.80
08/28/2019	Alverson, Steven			\$2.45
08/29/2019	Wasserman, Evan	Meals (Travel)		\$10.28
08/30/2019	Wasserman, Evan	Meals (Travel)		\$7.60
<b>Total</b>				<b>\$235.03</b>

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**Category Summary**

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<OTHER>	\$208.22
Meals (Travel)	\$26.81

8-28-19  
SCSC Roundtable  
meeting



PRESENT THIS DOCUMENT FOR BOARDING

RESERVATION NUMBER 00F21C

RES# 00F21C-26AUG19

SAC



SCC

Round-Trip

SACRAMENTO, CA

SANTA CLARA-UNIVERSITY,

AUGUST 28, 2019

Depart

TRAIN	CAPITOL CORRIDOR	SACRAMENTO - SANTA CLARA (TRANSIT CENTER)	DEPARTS	ARRIVES (Wed Aug 28)
527	Aug 28, 2019	1 Unreserved Coach Seat	7:05 AM	9:51 AM

Return

TRAIN	CAPITOL CORRIDOR	SANTA CLARA (TRANSIT CENTER) - SACRAMENTO	DEPARTS	ARRIVES (Wed Aug 28)
546	Aug 28, 2019	1 Unreserved Coach Seat	5:52 PM	8:50 PM

PASSENGERS (1)

AMTRAK GUEST REWARDS

ALVERSON, STEVEN

ADULT

7008226693 | MEMBER

Proper Identification is required for all passengers. This document is valid for only passengers listed. See [www.amtrak.com/ID](http://www.amtrak.com/ID) for details.

IMPORTANT INFORMATION

- NOT VALID ON RESERVED COACH TRAINS
- At Sacramento Valley Station there is a 1200-foot walk from the station building to the train platforms. Passengers are encouraged to be ready to proceed from the station to the platform not less than ten minutes prior to train departure time.
- eTickets for **Unreserved Coach** services are valid within the limits of the city-pair paid for and within one year of purchase, unless otherwise restricted by any special or promotional fare paid. Seats may not be available and you may have to stand.
- When should you arrive at the station? Check the recommended arrival times for your departure station at [Amtrak.com/stations](http://Amtrak.com/stations). Allow additional time if you require ticketing/baggage services or boarding assistance, or if you are boarding at a Canadian station.
- Tickets are non-transferable. They are valid only for the personal use of the passenger(s) named on the ticket.
- For *Capitol Corridor* travel information please visit [capitolcorridor.org](http://capitolcorridor.org), or call 1-877-974-3322 (TDD 1-510-839-2220).
- Your printed eTicket travel document shows the services you booked. If you change your booking but do not reprint the document, it will not reflect your current itinerary. You may obtain an updated copy of your eTicket at Amtrak.com. At some stations, a gate agent may need to view your eTicket prior to boarding (learn more at [Amtrak.com/boarding](http://Amtrak.com/boarding)).
- Changes to your itinerary may affect your fare. Refund and exchange restrictions and penalties for failure to cancel unwanted travel may apply. For more information please visit [Amtrak.com/changes](http://Amtrak.com/changes).
- Carry-on baggage is limited to 2 personal items, 14x11x7" / 25lbs per item, and 2 bags, 28x22x14" / 50lbs per bag, per passenger. **You may be charged a baggage fee or denied boarding if your items exceed these limitations.** See the baggage policy at [Amtrak.com/baggage](http://Amtrak.com/baggage).
- Check the departure board or ask a uniformed Amtrak employee to find out where to board your train.
- **If You See Something Say Something! Contact Amtrak Police at 1-800-331-0008 or Text to APD11 (27311).**

Steven Alverson

**From:** etickets@amtrak.com  
**Sent:** Monday, August 26, 2019 5:04 PM  
**To:** Steven Alverson; Steven Alverson  
**Subject:** Amtrak: eTicket and Receipt for Your 08/28/2019 Trip - STEVEN ALVERSON  
**Attachments:** Alverson Steven 201908262004110165.pdf

**SALES RECEIPT**



Purchased: 08/26/2019 5:04 PM PT Thank you for your purchase.

- 1. Retain this receipt for your records.
- 2. Print the attached eTicket and carry during your trip.

Merchant ID 006361 Massachusetts Ave NW Washington, DC 20001800-USA-RAIL Amtrak.com

**Reservation Number - 00F21C** SACRAMENTO, CA - SANTA CLARA-UNIVERSITY, CA (Round-Trip) AUGUST 26, 2019  
**Billing Information**

STEVEN R ALVERSON 4944 PUMA WAY CARMICHAEL, CA 95806	
<b>Visa</b> ending in 6042 (Purchase) Authorization Code 02311D	
	<b>Total \$74</b>

**Purchase Summary - Ticket Number 2380636647145**

<b>Train 527: SACRAMENTO, CA - SANTA CLARA (TRANSIT CENTER), CA</b> Depart 7:05 AM, Wednesday, August 28, 2019 1 UNRESERVED COACH SEAT	<b>\$37.00</b>
<b>Ticket Terms &amp; Conditions</b> NOT VALID ON RESERVED COACH TRAINS	
	<b>Subtotal</b>
	<b>\$37.00</b>
<b>Train 546: SANTA CLARA (TRANSIT CENTER), CA - SACRAMENTO, CA</b> Depart 5:52 PM, Wednesday, August 28, 2019 1 UNRESERVED COACH SEAT	<b>\$37.00</b>

<b>Ticket Terms &amp; Conditions</b> NOT VALID ON RESERVED COACH TRAINS	
	<b>Subtotal</b>
	<b>\$37.00</b>
	<b>Total Charged by Amtrak</b>
	<b>\$74.00</b>

## Passengers

Steven Alverson
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## Important Information

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- Tickets are non-transferable.
- Changes to your itinerary may affect your fare. Refund and exchange restrictions and penalties for failure to cancel unwanted travel may apply. If your travel plans change, contact us before departure to change your reservation. If you do not board your train, your entire reservation from that point will be canceled. If you board a different train without notifying us, you will have to pay for it separately; the conductor cannot apply the money paid for your prior reservation. For more information please visit [Amtrak.com/changes](http://Amtrak.com/changes).
- Summary of Terms and Conditions: Ticket valid for carriage or refund (subject to the refund rules of the fare purchased) for twelve months after day of issue unless otherwise specified. Amtrak tickets may only be sold or issued by Amtrak or an authorized travel agent/tour operator. Tickets sold or issued by an unauthorized third party will be voided by Amtrak. This ticket is a contract of carriage which includes specific terms and conditions and a binding arbitration agreement between Amtrak and the ticket holder. The terms and conditions and arbitration agreement are available at [Amtrak.com/terms-and-conditions.html](http://Amtrak.com/terms-and-conditions.html). Tickets sold for non-Amtrak service are subject to the tariffs of the providing carrier.
- Questions? Contact us online at [Amtrak.com/contact](http://Amtrak.com/contact) or call 1-800-USA-RAIL (1-800-872-7245) or for text telephone (TTY) 1-800-523-6590.

Welcome To  
Sac Valley Station

PARKING TIME EXPIRES AT

**08/29/2019**  
**06:23 AM**

Meter: AMTRK 07

Trans: 07127

Time: 06:23 AM

Date: Wed Aug 28, 2019

Plate: 6JWN178

Paid: \$12.00

*Parkings*

PLEASE RETAIN THIS TICKET  
AS PROOF OF PAYMENT  
(NOT REQUIRED TO BE  
DISPLAYED ON DASH)

ADD TIME TO YOUR PARKING  
SESSION WITH PARKMOBILE-ZONE 293  
USE THE APP, CALL 916-722-7275,  
OR VISIT [WWW.PARKMOBILE.COM](http://WWW.PARKMOBILE.COM)

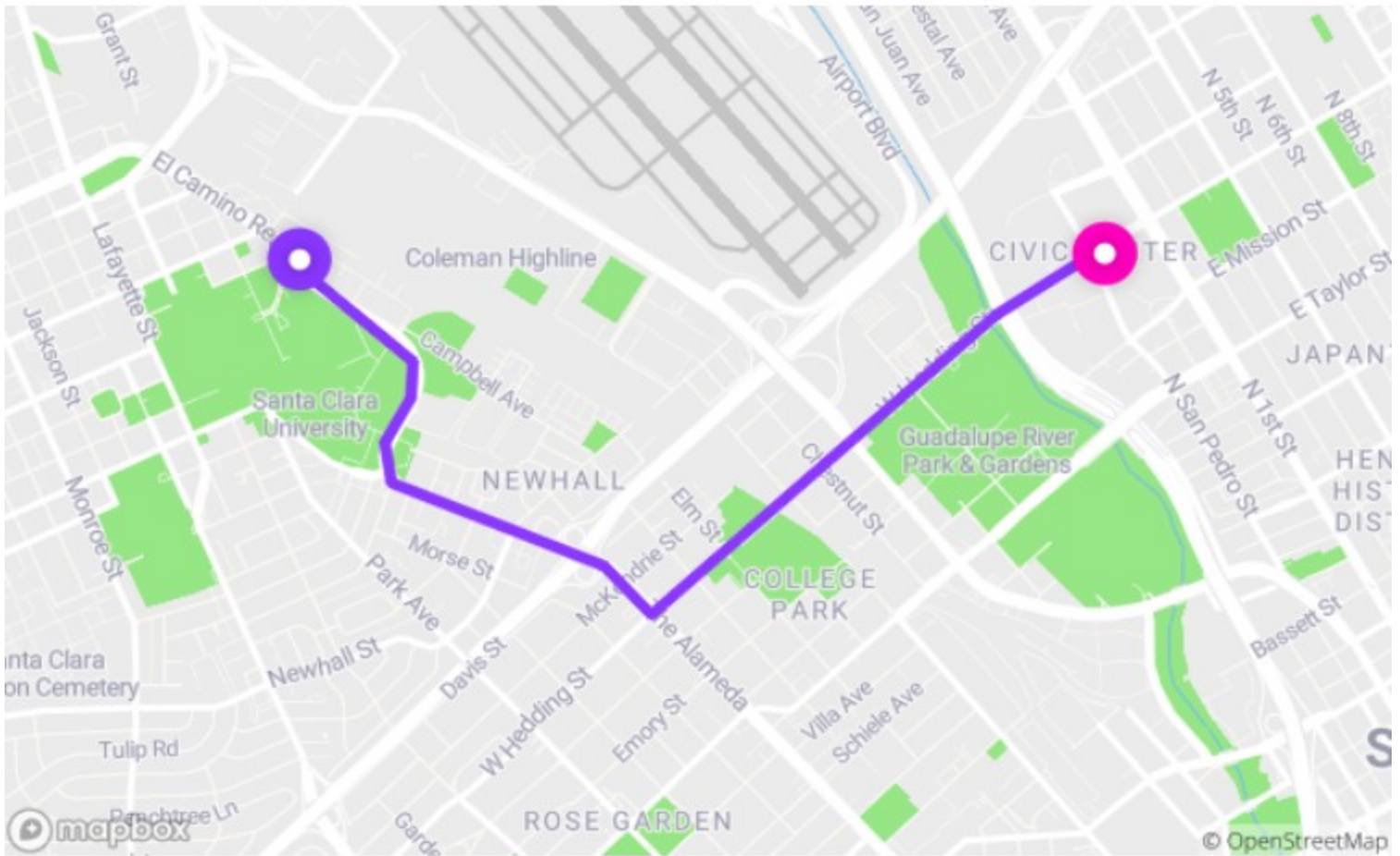
08/28/2019

06 23 AM



**\$13.87**

Thanks for riding with Anthony



## Your Trip



**1097 Railroad Ave**  
Santa Clara

Pickup  
11:17 AM

## Your Trip



1097 Railroad Ave

Santa Clara

Pickup

11:17 AM

70 W Hedding St

San Jose

Dropoff

11:29 AM

## Payment

**\$13.87**

Lyft XL fare (2.6mi, 12m 26s)

**\$13.87**



PayPal

Your payment method has already been charged. Changing profiles here will not affect the payment method used for this ride.

Find lost item







PRESENT THIS DOCUMENT FOR BOARDING

RESERVATION NUMBER 01908C

RES# 01908C-27AUG19

SAC



SCC

Round-Trip

SACRAMENTO, CA

SANTA CLARA-UNIVERSITY,

AUGUST 28, 2019

Depart

TRAIN	CAPITOL CORRIDOR	SACRAMENTO - SANTA CLARA (TRANSIT CENTER)	DEPARTS	ARRIVES (Wed Aug 28)
<b>527</b>	<b>Aug 28, 2019</b>	1 Unreserved Coach Seat	<b>7:05 AM</b>	<b>9:51 AM</b>

Return

TRAIN	CAPITOL CORRIDOR	SANTA CLARA (TRANSIT CENTER) - SACRAMENTO	DEPARTS	ARRIVES (Wed Aug 28)
<b>546</b>	<b>Aug 28, 2019</b>	1 Unreserved Coach Seat	<b>5:52 PM</b>	<b>8:50 PM</b>

PASSENGERS (1)

WASSERMAN, EVAN ADULT

AMTRAK GUEST REWARDS

8468311298 | MEMBER

Proper identification is required for all passengers. This document is valid for only passengers listed. See www.amtrak.com/ID for details.

IMPORTANT INFORMATION

- NOT VALID ON RESERVED COACH TRAINS
- At Sacramento Valley Station there is a 1200-foot walk from the station building to the train platforms. Passengers are encouraged to be ready to proceed from the station to the platform not less than ten minutes prior to train departure time.
- eTickets for **Unreserved Coach services** are valid within the limits of the city-pair paid for and within one year of purchase, unless otherwise restricted by any special or promotional fare paid. Seats may not be available and you may have to stand.
- When should you arrive at the station? Check the recommended arrival times for your departure station at [Amtrak.com/stations](http://Amtrak.com/stations). Allow additional time if you require ticketing/baggage services or boarding assistance, or if you are boarding at a Canadian station.
- Tickets are non-transferable. They are valid only for the personal use of the passenger(s) named on the ticket.
- For *Capitol Corridor* travel information please visit [capitolcorridor.org](http://capitolcorridor.org), or call 1-877-974-3322 (TDD 1-510-839-2220).
- Your printed eTicket travel document shows the services you booked. If you change your booking but do not reprint the document, it will not reflect your current itinerary. You may obtain an updated copy of your eTicket at Amtrak.com. At some stations, a gate agent may need to view your eTicket prior to boarding (learn more at [Amtrak.com/boarding](http://Amtrak.com/boarding)).
- Changes to your itinerary may affect your fare. Refund and exchange restrictions and penalties for failure to cancel unwanted travel may apply. For more information please visit [Amtrak.com/changes](http://Amtrak.com/changes).
- Carry-on baggage is limited to 2 personal items, 14x11x7" / 25lbs per item, and 2 bags, 28x22x14" / 50lbs per bag, per passenger. **You may be charged a baggage fee or denied boarding if your items exceed these limitations.** See the baggage policy at [Amtrak.com/baggage](http://Amtrak.com/baggage).
- Check the departure board or ask a uniformed Amtrak employee to find out where to board your train.
- **If You See Something Say Something! Contact Amtrak Police at 1-800-331-0008 or Text to APD11 (27311).**



<b>Ticket Terms &amp; Conditions</b> NOT VALID ON RESERVED COACH TRAINS	
	<b>Subtotal</b>
	<b>\$37.00</b>
<b>Total Charged by Amtrak</b>	
	<b>\$74.00</b>

## Passengers

Evan Wasserman

## Important Information

---

- Tickets are non-transferable.
- Changes to your itinerary may affect your fare. Refund and exchange restrictions and penalties for failure to cancel unwanted travel may apply. If your travel plans change, contact us before departure to change your reservation. If you do not board your train, your entire reservation from that point will be canceled. If you board a different train without notifying us, you will have to pay for it separately; the conductor cannot apply the money paid for your prior reservation. For more information please visit [Amtrak.com/changes](http://Amtrak.com/changes).
- Summary of Terms and Conditions: Ticket valid for carriage or refund (subject to the refund rules of the fare purchased) for twelve months after day of issue unless otherwise specified. Amtrak tickets may only be sold or issued by Amtrak or an authorized travel agent/tour operator. Tickets sold or issued by an unauthorized third party will be voided by Amtrak. This ticket is a contract of carriage which includes specific terms and conditions and a binding arbitration agreement between Amtrak and the ticket holder. The terms and conditions and arbitration agreement are available at [Amtrak.com/terms-and-conditions.html](http://Amtrak.com/terms-and-conditions.html). Tickets sold for non-Amtrak service are subject to the tariffs of the providing carrier.
- Questions? Contact us online at [Amtrak.com/contact](http://Amtrak.com/contact) or call 1-800-USA-RAIL (1-800-872-7245) or for text telephone (TTY) 1-800-523-6590.

**From:** Uber Receipts <uber.us@uber.com>  
**Sent:** Wednesday, August 28, 2019 5:31 PM  
**To:** Steven Alverson  
**Subject:** Thanks for tipping! We've updated your Wednesday afternoon trip receipt

Uber

Total: **\$14.10**  
Wed, Aug 28, 2019

Thanks for tipping,  
Steven

Thanks for tipping! We've  
updated your Wednesday  
afternoon trip receipt



**Total** **\$14.10**

---

Trip Fare \$8.30

---


Subtotal \$8.30

Tolls, Surcharges, and Fees [?](#) \$2.80

Tip \$3.00

---

## Amount Charged

 •••• 6042 | [Switch](#)

\$14.10

A temporary hold of \$11.10 was placed on your payment method •••• 6042 at the start of the trip. This is not a charge and has or will be removed. It should disappear from your bank statement shortly. [Learn More](#)

## You rode with David



4.92 ★ Rating

**David is known for:**

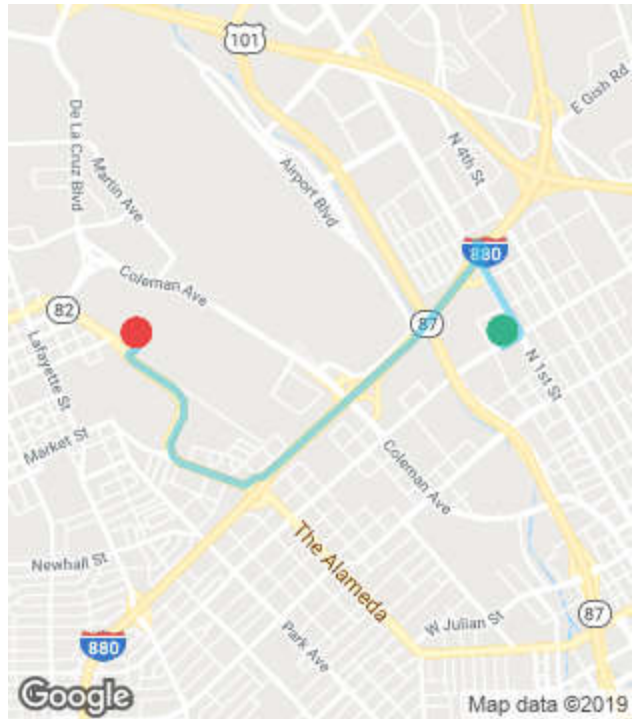
Excellent Service

Transportation Network Company: Uber Technologies, Inc.

When you ride with Uber, your trips are insured in case of a covered accident. [Learn more.](#)

■ **04:42pm**  
West Wing, 70 W Hedding St,  
San Jose, CA

■ **04:54pm**  
495 El Camino Real, Santa  
Clara, CA



Invite your friends and family.  
Get \$5 off your next ride when you refer a friend  
to try Uber. Share code: a58nn

[REPORT LOST ITEM >](#)

[CONTACT SUPPORT >](#)

[MY TRIPS >](#)

Uber

# YOUR TRIP TO:



2600 Capitol Ave, Sacramento, CA, 95816-5905

**19 MIN | 4.2 MI**

**IRS Reimbursement: \$2.45**

Trip time based on traffic conditions as of 3:34 PM on July 26, 2019. Current Traffic: Heavy



Print a full health report of your car with HUM vehicle diagnostics **(800) 906-2501**

2600 Capitol Ave, Sacramento, CA 95816-5905



**1. Start out going west on Capitol Ave toward 26th St.**

Then 0.02 miles ..... 0.02 total miles



**2. Take the 1st right onto 26th St.**

Then 0.08 miles ..... 0.10 total miles



**3. Take the 2nd left onto L St.**

Then 1.38 miles ..... 1.48 total miles



**4. Turn right onto 8th St.**

Then 0.24 miles ..... 1.72 total miles



**5. Turn left onto I St.**

Then 0.23 miles ..... 1.95 total miles



**6. 401 I ST.**



Sacramento Amtrak

This leg of your trip is:

**5 minutes · 1.95 miles**

Start of next leg of route



**7. Start out going west on I St toward Chinatown Mall.**

Then 0.08 miles ..... 2.03 total miles


**8. Take the 3rd Street exit on the left.**


Then 0.07 miles ..... 2.10 total miles


 **9. Turn left** onto 3rd St.  
----- Then 0.08 miles ----- 2.18 total miles

 **10. Turn left** onto J St.  
----- Then 1.61 miles ----- 3.80 total miles

 **11. Turn right** onto 24th St.  
----- Then 0.24 miles ----- 4.04 total miles


 **12. Turn left** onto Capitol Ave. Pass through 1  
roundabout.  
----- Then 0.18 miles ----- 4.22 total miles

 **13. 2600 Capitol Ave, Sacramento, CA 95816-5905,**  
2600 CAPITOL AVE is on the **right**.

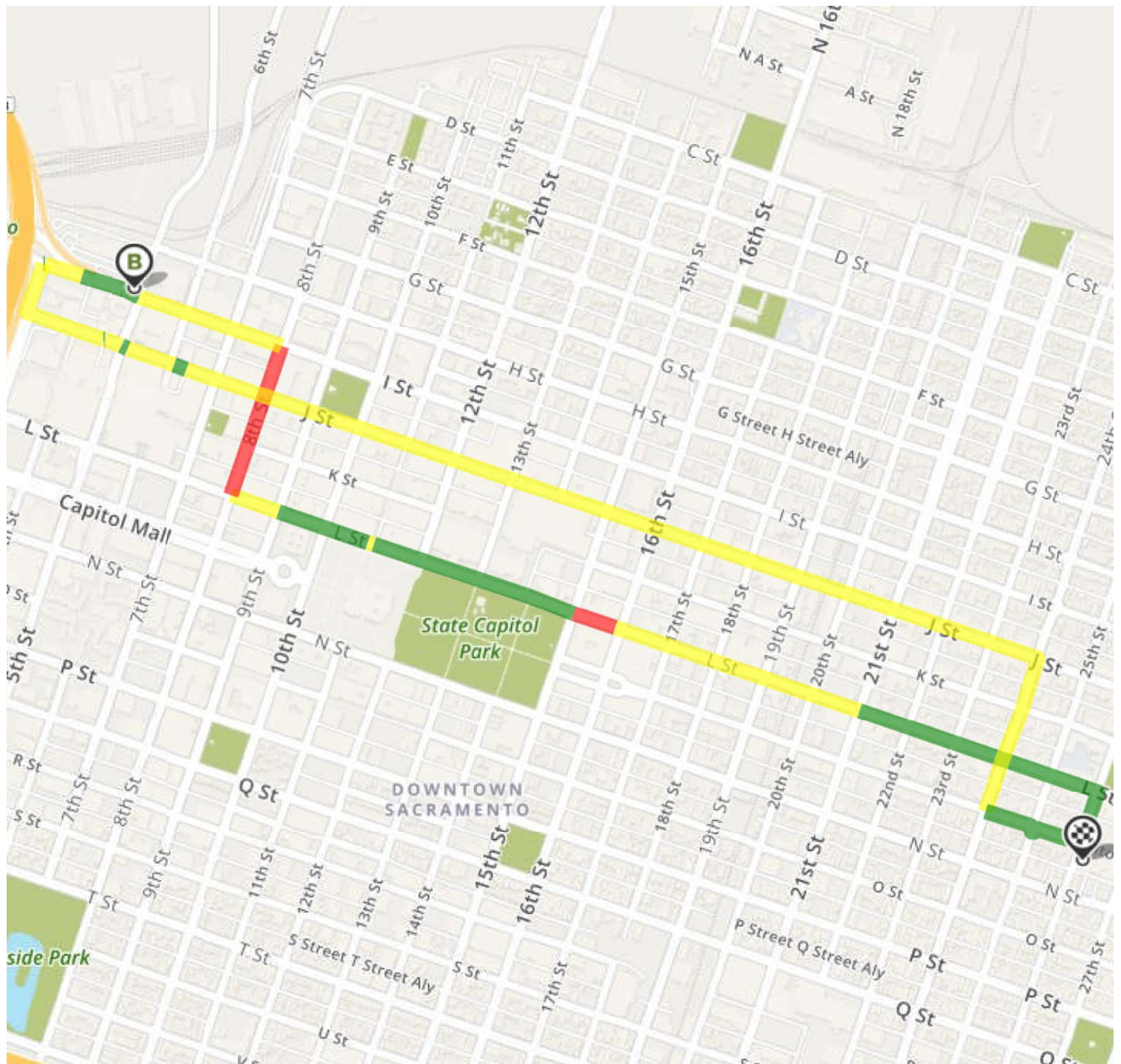
 2600 Capitol Ave, Sacramento, CA 95816-5905

This leg of your trip is:  
**6 minutes · 2.27 miles**

---

 Save to My Maps





\*\*\*\*\*  
CRAMER'S  
BAGELS  
(408) 246-7580  
\*\*\*\*\*

REG 08-28-2019

SMK SALMON T1	\$8.19
TAX 1	\$0.74
CHARGE	\$8.93

8-28-19  
SCSC Roundtable  
meeting  
San Jose, CA  
D181353

Mileage office to Amtrak  
Station Roundtrip  
4.22 @ \$.58 = \$2.45

----- DUPLICATE RECEIPT -----

*Lunch Alvarson*  
STARBUCKS Store #5619  
495 El Camino Real  
Santa Clara, CA (408) 248-7343

CHK 710313  
08/28/2019 10:11 AM  
2447801 Drawer: 1 Reg: 1

Spinach Feta Wrap 4.15  
Sriracha Hot Sauce  
Cash 5.00

Subtotal \$4.15  
Total \$4.15  
Change Due *Tip* \$0.85

----- Check Closed ----- *\$5.00*  
08/28/2019 10:11 AM

Join our loyalty program  
Starbucks Rewards®  
Sign up for promotional emails  
Visit Starbucks.com/rewards  
Or download our app  
At participating stores  
Some restrictions apply

**THE SUB HUB**  
495 EL CAMINO REAL 111  
SANTA CLARA, CA 95050  
4089852253  
<https://www.eatsubhub.com>  
*Alvarson*  
**ORDER: 2** *Dinner*  
**Dine In**

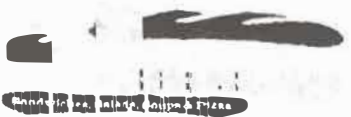
Cashier: Araceli  
28-Aug-2019 4:59:22P  
Transaction 001593

1 A's Bowl \$9.95  
Brown Rice \$0.00  
Chicken \$0.00

**Subtotal \$9.95**  
**Tax \$0.90**

**Total \$10.85**  
**Tip \$1.95**

CREDIT CARD AUTH \$12.80  
VISA 6042



**THE SUB HUB**

495 EL CAMINO REAL 111  
SANTA CLARA, CA 95050  
4089852253

<https://www.eatshub.com>

**ORDER: 1**  
**Dine In**

Cashier: Araceli  
28 Aug-2019 4:57:48P

Transaction **001592**

1	
Veggie Bowl	\$7.99
Brown Rice	\$0.00
Sub Tofu	\$0.00
tikka	

<b>Subtotal</b>	<b>\$7.99</b>
<b>Tax</b>	<b>\$0.72</b>

<b>Total</b>	<b>\$8.71</b>
<b>Tip</b>	<b>\$1.57</b>

CREDIT CARD AUTH \$10.28  
VISA 0272

28-Aug 2019 4:58:45P  
\$10.28 | Method: EMV  
Visa Credit XXXXXXXXXXXX0272  
EVAN D WASSERMAN  
Ref #: 924000514790 | Auth #: 08716B  
AID. A0000000031110  
AthNtwkNm: VISA  
SIGNATURE VERIFIED

10% off your next visit, not combined with other discounts

Online: <https://clover.com/p/XWW80YW2WHWVM>



XWW80YW2WHWVM

**Customer Info**

Name:  
EVAN D WASSERMAN

Order GQ82QT63A5W48



Posting Date ↓	Description	Amount	Balance
Beginning balance as of 08/16/2019			
Go to:	Current transactions ▼		

# Environmental Science Associates

Unit Detail for Invoice 00000149392 Dated 10/10/2019

Project: D181353.00-CASCC - Facilitator/Consultant Services

Category	Date	Description	Calculation	Amount
Printing 8.5x11 b/w	09/27/2019	ARC_PRINTING BW 8.5X11	2,387.0 Pages @ 0.10	\$238.70
Printing 8.5x11 color	09/27/2019	ARC_PRINTING COLOR 8.5X11	723.0 Pages @ 0.40	\$289.20
Printing 8.5x11 b/w	09/27/2019	ARC_PRINTING BW 8.5X11	4.0 Pages @ 0.10	\$0.40
Printing 8.5x11 color	09/27/2019	ARC_PRINTING COLOR 8.5X11	1.0 Page @ 0.40	\$0.40
<b>Total</b>				<b>\$528.70</b>

## Category Summary

Printing 8.5x11 b/w	\$239.10
Printing 8.5x11 color	\$289.60
<b>Total</b>	<b>\$528.70</b>

# Management Report

CITIES ASSOCIATION OF SANTA CLARA COUNTY  
For the period ended October 31, 2019



Prepared by

**BestBooks4U Bookkeeping & QuickBooks Consulting**

Prepared on

**November 4, 2019**



# Table of Contents

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# Profit and Loss

July - October, 2019

	<b>Total</b>
<b>INCOME</b>	
Dues Income	39,138.81
Roundtable Income	93,152.00
Services	142,998.38
<b>Total Income</b>	<b>275,289.19</b>
<b>GROSS PROFIT</b>	
<b>275,289.19</b>	
<b>EXPENSES</b>	
Dues and Subscriptions	225.00
Office	
Directory Production	17.00
Hospitality	386.38
Insurance	577.32
Miscellaneous	
Bank Service Charges	12.00
<b>Total Miscellaneous</b>	<b>12.00</b>
Postage and Delivery	9.17
Printing and Copying	355.74
Software Licenses	504.94
Supplies and Equipment	38.14
<b>Total Office</b>	<b>1,900.69</b>
Other Miscellaneous Service Cost	0.69
Professional Services	
Accounting Services	573.75
Employee Expenses	
Payroll Service Fees	180.00
Payroll Taxes	2,645.63
Payroll Wages/Salary	34,583.33
<b>Total Employee Expenses</b>	<b>37,408.96</b>
<b>Total Professional Services</b>	<b>37,982.71</b>
Workers Compensation	224.28
<b>Total Expenses</b>	<b>40,333.37</b>
<b>NET OPERATING INCOME</b>	<b>234,955.82</b>
<b>OTHER INCOME</b>	
Interest Income	770.09
<b>Total Other Income</b>	<b>770.09</b>
<b>OTHER EXPENSES</b>	
General Meeting - catering	300.00
Membership Dinners - Cost	1,228.29
Roundtable consultant and technical services	123,211.13
<b>Total Other Expenses</b>	<b>124,739.42</b>
<b>NET OTHER INCOME</b>	<b>-123,969.33</b>

	Total
NET INCOME	<b>\$110,986.49</b>

---

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# Balance Sheet

As of October 31, 2019

	Total
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Bank Accounts</b>	
Checking - Union Bank	240,073.17
<b>Total Bank Accounts</b>	<b>240,073.17</b>
<b>Accounts Receivable</b>	
Accounts Receivable	21,288.00
<b>Total Accounts Receivable</b>	<b>21,288.00</b>
<b>Other Current Assets</b>	
Accrued Interest	44.60
LAIF Funds	121,282.72
Venue Deposit	1,000.00
<b>Total Other Current Assets</b>	<b>122,327.32</b>
<b>Total Current Assets</b>	<b>383,688.49</b>
<b>Fixed Assets</b>	
Accumulated Depreciation	-1,926.59
Machinery and Equipment	2,203.41
<b>Total Fixed Assets</b>	<b>276.82</b>
<b>TOTAL ASSETS</b>	<b>\$383,965.31</b>
<b>LIABILITIES AND EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Credit Cards</b>	
First National Bank of Omaha	446.23
<b>Total Credit Cards</b>	<b>446.23</b>
<b>Total Current Liabilities</b>	<b>446.23</b>
<b>Total Liabilities</b>	<b>446.23</b>
<b>Equity</b>	
Opening Bal Equity	-34.00
Reserves	0.00
Reserve for New Equip.	2,329.09
Reserve for Operations	35,000.00
<b>Total Reserves</b>	<b>37,329.09</b>
Unrestricted Fund Balance	235,237.50
Net Income	110,986.49
<b>Total Equity</b>	<b>383,519.08</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$383,965.31</b>

# Statement of Cash Flows

July - October, 2019

	Total
<b>OPERATING ACTIVITIES</b>	
Net Income	110,986.49
Adjustments to reconcile Net Income to Net Cash provided by operations:	
Accounts Receivable	-21,288.00
LAIF Funds	-770.09
First National Bank of Omaha	12.55
<b>Total Adjustments to reconcile Net Income to Net Cash provided by operations:</b>	<b>-22,045.54</b>
<b>Net cash provided by operating activities</b>	<b>88,940.95</b>
<b>NET CASH INCREASE FOR PERIOD</b>	
Cash at beginning of period	151,132.22
<b>CASH AT END OF PERIOD</b>	<b>\$240,073.17</b>

# Monthly Summary Expenses by VENDOR

October 2019

	<b>Total</b>
Adobe	14.99
Amazon	52.29
Andi Jordan	8,750.00
AP Intego	49.88
FedEx Office	33.83
Foothill Club	1,000.00
Great American Insurance Group	144.33
Gusto	714.38
Intuit	95.00
Microsoft	12.50
Safeway	35.95
Union Bank	3.00
Zoom.us	14.99
<b>TOTAL</b>	<b>\$10,921.14</b>

# Transaction Detail by Account

October 2019

Date	Transaction Type	Num	Name	Class	Memo/Description	Split	Amount	Balance
<b>Checking - Union Bank</b>								
10/01/2019	Check		Foothill Club				-1,000.00	-1,000.00
10/02/2019	Expense		Great American Insurance Group				-144.33	-1,144.33
10/02/2019	Expense		Gusto				-45.00	-1,189.33
10/07/2019	Expense		AP Intego				-49.88	-1,239.21
10/07/2019	Deposit						25,954.13	24,714.92
10/15/2019	Deposit						26,133.00	50,847.92
10/15/2019	Expense						-514.00	50,333.92
10/16/2019	Deposit						514.00	50,847.92
10/22/2019	Transfer						-745.52	50,102.40
10/25/2019	Journal Entry	Gusto			Debit net pay		-5,848.74	44,253.66
10/25/2019	Deposit		City of Santa Cruz				9,216.00	53,469.66
10/25/2019	Deposit		Healthier Kids Foundation				90.00	53,559.66
10/25/2019	Journal Entry	Gusto			Debit tax		-3,570.64	49,989.02
10/28/2019	Deposit		City of Cupertino				8,963.00	58,952.02
10/28/2019	Sales Receipt	1075	AmTrust North America				228.12	59,180.14
10/31/2019	Expense		Union Bank				-3.00	59,177.14
<b>Total for Checking - Union Bank</b>							<b>\$59,177.14</b>	
<b>Accounts Receivable</b>								
10/07/2019	Payment		Carl Cahill				-6,523.13	-6,523.13
10/07/2019	Payment		Deanna Santana				-17,906.00	-24,429.13
10/07/2019	Payment		Jamie Goldstein				-1,525.00	-25,954.13
10/15/2019	Payment		Carlos Palacios				-19,946.00	-45,900.13
10/15/2019	Payment		Chris Jordan				-4,455.00	-50,355.13
10/15/2019	Payment		City of Monte Sereno				-514.00	-50,869.13
10/15/2019	Payment		Carl Cahill				-1,218.00	-52,087.13
10/25/2019	Payment		City of Santa Cruz				-9,216.00	-61,303.13
10/25/2019	Payment		Healthier Kids Foundation				-90.00	-61,393.13
10/28/2019	Payment		City of Cupertino				-8,963.00	-70,356.13
<b>Total for Accounts Receivable</b>							<b>\$-70,356.13</b>	
<b>Undeposited Funds</b>								
10/07/2019	Deposit				City of Santa Clara /SCSC Roundtable 6 month dues	Checking - Union Bank	-17,906.00	-17,906.00

Date	Transaction Type	Num	Adj	Name	Class	Memo/Description	Split	Amount	Balance
10/07/2019	Deposit		No			City of Capitola/ SCSC Roundtable 6 month dues	Checking - Union Bank	-1,525.00	-19,431.00
10/07/2019	Payment	SCSC Roundtable/Capit	No	Jamie Goldstein			Accounts Receivable	1,525.00	-17,906.00
10/07/2019	Payment	SCSC Roundtable/SC	No	Deanna Santana			Accounts Receivable	17,906.00	0.00
10/07/2019	Payment	SCSC Roundtable/LAH	No	Carl Cahill			Accounts Receivable	6,523.13	6,523.13
10/07/2019	Deposit		No			LAH membership dues	Checking - Union Bank	-6,523.13	0.00
10/15/2019	Payment		No	Carl Cahill			Accounts Receivable	1,218.00	1,218.00
10/15/2019	Payment		No	Chris Jordan			Accounts Receivable	4,455.00	5,673.00
10/15/2019	Payment		No	City of Monte Sereno			Accounts Receivable	514.00	6,187.00
10/15/2019	Payment		No	Carlos Palacios			Accounts Receivable	19,946.00	26,133.00
10/15/2019	Deposit		No			SCSC Roundtable 6 month	Checking - Union Bank	-514.00	25,619.00
10/15/2019	Deposit		No			SCSC Roundtable 6 month	Checking - Union Bank	-19,946.00	5,673.00
10/15/2019	Deposit		No			SCSC Roundtable 6 month	Checking - Union Bank	-4,455.00	1,218.00
10/15/2019	Deposit		No			SCSC Roundtable 6 month	Checking - Union Bank	-1,218.00	0.00
10/15/2019	Expense		No			DEPOSIT CORRECTION DEPOSIT CORRECTION	Checking - Union Bank	514.00	514.00
10/16/2019	Deposit		No			DEPOSIT CORRECTION DEPOSIT CORRECTION	Checking - Union Bank	-514.00	0.00
10/25/2019	Deposit		No	City of Santa Cruz			Checking - Union Bank	-9,216.00	-9,216.00
10/25/2019	Payment		No	City of Santa Cruz			Accounts Receivable	9,216.00	0.00
10/25/2019	Payment		No	Healthier Kids Foundation			Accounts Receivable	90.00	90.00
10/25/2019	Deposit		No	Healthier Kids Foundation			Checking - Union Bank	-90.00	0.00
10/28/2019	Payment	SCSC Roundtable	No	City of Cupertino			Accounts Receivable	8,963.00	8,963.00
10/28/2019	Deposit		No	City of Cupertino		SCSC Roundtable - Check 722966	Checking - Union Bank	-8,963.00	0.00
<b>Total for Undeposited Funds</b>									<b>\$0.00</b>

**First National Bank of Omaha**

Order Number: 111-1172540-7517002  
 2 items will be shipped to Andi Jordan by Amazon.com. - Guaranteed delivery: Oct. 9, 2019 MUMUXI 16 Pack Fairy Lights Battery Operated (Included) 10ft 30 LED Mini String Lights Waterproof Copper Wire Firefly Starry Lights for DIY Wedding Party Mason Jars Christmas Decorations. Warm White will be shipped to Andi Jordan by Amazon.com. - Guaranteed delivery: Oct. 9, 2019

10/08/2019	Expense	dinner decorations	No	Amazon			Membership Dinners - Cost	52.29	52.29
10/11/2019	Expense		No	Zoom.us			Office:Software Licenses	14.99	67.28
10/15/2019	Expense		No	Safeway			Office:Hospitality	35.95	103.23
10/15/2019	Expense		No	FedEx Office			Office:Printing and Copying	5.44	108.67
10/15/2019	Expense		No	FedEx Office			Office:Printing and Copying	28.39	137.06



Date	Transaction Type	Num	Adj	Name	Class	Memo/Description	Split	Amount	Balance
10/16/2019	Expense		No	Adobe			Office:Software Licenses	14.99	152.05
10/16/2019	Expense		No	Intuit			Office:Software Licenses	25.00	177.05
10/18/2019	Expense		No	Intuit			Office:Software Licenses	70.00	247.05
10/21/2019	Expense		No	Microsoft			Office:Software Licenses	12.50	259.55
10/22/2019	Transfer		No				Checking - Union Bank	-745.52	-485.97
<b>Total for First National Bank of Omaha</b>									<b>\$ -485.97</b>
<b>Services</b>									
10/28/2019	Sales Receipt	1075	No	AmTrust North America	CASCC	refund for overpayment of workers compensation and employers liability	Checking - Union Bank	228.12	228.12
<b>Total for Services</b>									<b>\$228.12</b>
<b>Office</b>									
<b>Hospitality</b>									
10/15/2019	Expense		No	Safeway	CASCC	SAFEWAY #3251 - CUPERTINO, CA	First National Bank of Omaha	35.95	35.95
<b>Total for Hospitality</b>									<b>\$35.95</b>
<b>Insurance</b>									
10/02/2019	Expense		No	Great American Insurance Group	CASCC	GreatAmer - Grea VENDOR P GreatAmer - Grea VENDOR PMT PPD *****9340	Checking - Union Bank	144.33	144.33
<b>Total for Insurance</b>									<b>\$144.33</b>
<b>Miscellaneous</b>									
<b>Bank Service Charges</b>									
10/31/2019	Expense		No	Union Bank	CASCC	CHECK IMAGE FEE CHECK IMAGE FEE	Checking - Union Bank	3.00	3.00
<b>Total for Bank Service Charges</b>									<b>\$3.00</b>
<b>Total for Miscellaneous</b>									<b>\$3.00</b>
<b>Printing and Copying</b>									
10/15/2019	Expense		No	FedEx Office	Roundtable	FEDEX OFFIC51400051474 - CUPERTINO, CA	First National Bank of Omaha	28.39	28.39
10/15/2019	Expense		No	FedEx Office	Roundtable	FEDEX OFFIC51400051474 - CUPERTINO, CA	First National Bank of Omaha	5.44	33.83
<b>Total for Printing and Copying</b>									<b>\$33.83</b>
<b>Software Licenses</b>									
10/11/2019	Expense		No	Zoom.us	CASCC	ZOOM.US - 8887999666, CA	First National Bank of Omaha	14.99	14.99
10/16/2019	Expense		No	Intuit	CASCC	Intuit *QuickBooks - 800-446-8848, CA	First National Bank of Omaha	25.00	39.99
10/16/2019	Expense		No	Adobe	CASCC	ADOBE ACROBAT PRO - 8008336687, CA	First National Bank of Omaha	14.99	54.98
10/18/2019	Expense		No	Intuit	CASCC	Intuit *QuickBooks - 800-446-8848, CA	First National Bank of Omaha	70.00	124.98

Date	Transaction Type	Num	Adj	Name	Class	Memo/Description	Split	Amount	Balance
10/21/2019	Expense		No	Microsoft	CASCC	MSFT * E01009CVL1 - MSBILL.INFO, WA	First National Bank of Omaha	12.50	137.48
<b>Total for Software Licenses</b>									<b>\$137.48</b>
<b>Total for Office</b>									<b>\$354.59</b>
<b>Professional Services</b>									
<b>Employee Expenses</b>									
<b>Payroll Service Fees</b>									
10/02/2019	Expense		No	Gusto	CASCC	GUSTO FEE 535600 CCD 6sem GUSTO FEE 535600 CCD 6semjnu56n3	Checking - Union Bank	45.00	45.00
<b>Total for Payroll Service Fees</b>									<b>\$45.00</b>
<b>Payroll Taxes</b>									
10/25/2019	Journal Entry	Gusto	No		CASCC	Employer Taxes	-Split-	669.38	669.38
<b>Total for Payroll Taxes</b>									<b>\$669.38</b>
<b>Payroll Wages/Salary</b>									
10/25/2019	Journal Entry	Gusto	No		CASCC	Regular Wages	-Split-	8,750.00	8,750.00
<b>Total for Payroll Wages/Salary</b>									<b>\$8,750.00</b>
<b>Total for Employee Expenses</b>									<b>\$9,464.38</b>
<b>Total for Professional Services</b>									
<b>Workers Compensation</b>									
10/07/2019	Expense		No	AP Intego	CASCC	APIntego ACHTRANS CCD 491 APIntego ACHTRANS CCD 49123800	Checking - Union Bank	49.88	49.88
<b>Total for Workers Compensation</b>									<b>\$49.88</b>
<b>Membership Dinners - Cost</b>									
10/01/2019	Check		No	Foothill Club	CASCC	Rent	Checking - Union Bank	1,000.00	1,000.00
10/08/2019	Expense	dinner decorations	No	Amazon	CASCC	lights for membership dinner	First National Bank of Omaha	52.29	1,052.29
<b>Total for Membership Dinners - Cost</b>									<b>\$1,052.29</b>

2019 Membership Dinner Budget: ticket prices based on \$75 member ticket - \$100 non member

	estimate	estimate	actual	approved budget	
number of members	60	85			
non members	10	10			
	Budget	Budget		Date Paid	Notations
<b>Income:</b>					
member registrations: \$75.	\$4,500.00	\$6,375.00		\$5,200	
non-members: \$100.00	\$1,000.00	\$1,000.00			
<b>total income</b>	<b>\$5,500.00</b>	<b>\$7,375.00</b>			
<b>Expenses</b>					
deposit	<b>-\$1,000.00</b>	-\$1,000.00			
rent	<b>\$1,000.00</b>	\$1,000.00	\$1,000.00		
non-alcoholic drinks (no coffee)/3.95 each					<u>ice, coke, diet coke, lemonade, ice</u>
wine glasses	<b>\$150.00</b>	\$150.00			<u>tea, coffee 1.95 extra</u>
chairs if more than 100 people					if we bring in our own dessert
Appetizers, Dinner, Dessert, bar service, coffee					dinner 39.95, dessert4., drinks 3.
& tea service, linens - \$50/per person	<b>\$3,000.00</b>	\$4,250.00			appetizers?
TABLE linens ROUND \$12/RECTANGLE \$14					
(SERVICE IS \$175)	<b>\$700.00</b>	\$700.00			
gratuity - 18%	<b>\$540.00</b>	\$765.00			
tax - 9%					
beverages	<b>\$500.00</b>	\$500.00			
comped tickets (staff/award recipient)	<b>\$200.00</b>	\$200.00			
Insurance	<b>\$176.00</b>	\$176.00	\$176.00	30-Sep	
<b>Program Expenses</b>					
Entertainment: (microphone/soundsystem)					
First Place Cities Champion Award	<b>\$200.00</b>	\$200.00			
First Place Inc. - Recognition Award to President	<b>\$200.00</b>	\$200.00			
Centerpieces/Decoration	<b>\$500.00</b>	\$500.00			
photo booth	<b>\$200.00</b>	\$200.00			
Event supplies: name cards, frames, certificates, badges	<b>\$350.00</b>	\$350.00			
Gift for Guests:					
<b>Total Expenses</b>	<b>\$6,366.00</b>	<b>\$7,991.00</b>		<b>14,000.00</b>	
budget approved at 13,000					
income \$4225					
<b>net cost</b>	<b>-\$866.00</b>	<b>-\$616.00</b>		<b>(\$8,800.00)</b>	



## 2020 CITIES ASSOCIATION BOARD OF DIRECTORS CALENDAR

Board of Directors Meetings: Typically, the 2<sup>nd</sup> Thursday of the month.

No meeting in July.

\*General Membership Events: May and December

January 9

February 13

March 12

April 9

May 14\*

June 11

July – NO MEETING

August 13

September 10

October 8: conflict LCC annual conference

November 12

December 3\*

Cities Association of Santa Clara County – 2019 Priorities  
Committee Assignments

Topic	Interested members	Target date
Housing		
<ul style="list-style-type: none"> <li>RHNA</li> </ul>	Chappie Jones (San José) Roland Velasco (Gilroy) Margaret Abe-Koga (Mountain View) Carmen Montano (Milpitis) Liz Kniss (Palo Alto) Cindy Chavez (Santa Clara County)  Staff: Laurel Prevetti (CM, Los Gatos) Leslie Little (ACM, Morgan Hill) Terry Blount (CM, SCCAPO, Monte Sereno) County planning dept. Andi Jordan Raania Mohsen (City of San José)	June/August
<ul style="list-style-type: none"> <li>CASA Compact = Legislative</li> </ul>	Legislative Action Committee	
<ul style="list-style-type: none"> <li>ADUs</li> </ul>	Rod Sinks (Cupertino) Jan Pepper (Los Altos) Carmen Montano (Milpitis) Lydia Kou (Palo Alto)	August/September
Transportation	Rod Sinks (Cupertino) Lisa Matichak (Mountain View) Paul Resnikoff (Campbell) Carmen Montano (Milpitis) Michelle Wu (Los Altos Hills)	August/September
<ul style="list-style-type: none"> <li>Roundtable</li> </ul>	Quarterly or semi-annual Board update?	
Fire Suppression	Margaret Abe-Koga (Mountain View) Javed Ellahie (Monte Sereno)	October



**REQUEST TO PRESENT TO THE BOARD OF DIRECTORS**

Return to [executive\\_director@citiesassociation.org](mailto:executive_director@citiesassociation.org) at least 2 weeks prior to the Board Meeting for consideration.

**NAME OF ORGANIZATION: SANTA CLARA COUNTY PUBLIC HEALTH DEPARTMENT**

**Name of Contact Person: Teddy Daligga**

**Phone: 408-817-6846**

**Email: [edward.daligga@phd.sccgov.org](mailto:edward.daligga@phd.sccgov.org)**

**Presenters: Teddy Daligga and Nicole Coxe**

**REQUEST (WHAT WILL BE PRESENTED?):**

In preparation for 2020 and the fifth year of the Healthy Cities Program, the SCCPHD would like to share new and on-going health policies, practices, and priorities with the Cities Association for their consideration. In particular, the Santa Clara County Public Health Department would like to discuss proposed updates to the Healthy Cities Dashboard, policies that address new and emerging issues like youth vaping and climate change, and upcoming funding opportunities.

**RELEVANCE TO THE CITIES ASSOCIATION:**

The Santa Clara County Public Health Department (SCCPHD) has been working with the Cities Association for a number of years to partner on policy and practice strategies focused on improving health outcomes for residents and employees. The policy and practice changes presented by the SCCPHD are designed to decrease risks for injury and chronic diseases like cancer, heart disease, and type 2 diabetes, and promote the health of County and city residents and employees through increased access to safe transportation and walking and biking opportunities, access to healthy foods and beverages, access to smoke-free air, and decreased access to tobacco products and e-cigarettes.

**WHAT ACTION IS REQUESTED OF THE CITIES ASSOCIATION?**

Acceptance and consideration of a report from the SCCPHD related to priority chronic disease and injury prevention policies, and feedback on the rollout of resources for cities.

**MATERIALS TO BE SENT TO SUPPORT PRESENTATION:**

As needed, any materials provided by the SCCPHD will be provided at the meeting.



**REQUEST TO PRESENT TO THE BOARD OF DIRECTORS**

Return to [executive\\_director@citiesassociation.org](mailto:executive_director@citiesassociation.org) at least 2 weeks prior to the Board Meeting for consideration.

**NAME OF ORGANIZATION:** VALLEY WATER (FORMERLY THE SANTA CLARA VALLEY WATER DISTRICT)

**Name of Contact Person:** Domingo Candelas  
**Phone:** 408-941-5067 (cell)  
**Email:** [dcandelas@valleywater.org](mailto:dcandelas@valleywater.org)  
**Presenters:** Domingo Candelas (Office of Government Relations)

**REQUEST (WHAT WILL BE PRESENTED?):**

Implementation of Model Water Efficiency Standards for New Development.

**RELEVANCE TO THE CITIES ASSOCIATION:**

Opportunity to hear about climate resilient policies that will have a positive impact on water supplies that are now as important as ever before with the need to address the housing shortage and the pressure on future water supplies in the region.

**WHAT ACTION IS REQUESTED OF THE CITIES ASSOCIATION?**

Support for ordinance implementation for new development standards

**MATERIALS TO BE SENT TO SUPPORT PRESENTATION:**

See attachments

## COUNCIL AGENDA REPORT

### RECOMMENDATION:

Conduct the first reading and authorize the adoption of Ordinance No. XXXX (“Ordinance”), An Ordinance of the City Council of the City of [] Adding a New Chapter [] (Water Efficient New Development) to Title [] of the City of [] Municipal Code Related to Requirements for New Development that Promote Water Use Efficiency and the Development of Alternate Sources of Water Supply, establishing rules and regulations to help ensure that new development is poised to be water efficient in order to extend the City’s water supplies.

### BACKGROUND:

In 2015, the Santa Clara County Water Efficient New Development Task Force (“Task Force”) was formed, including representatives from Santa Clara County, several cities (Cupertino, Morgan Hill, Mountain View, Palo Alto, and Sunnyvale), Santa Clara Valley Water District, Sustainable Silicon Valley, and Joint Venture Silicon Valley. The goal of the Task Force was to develop a Model Water Efficient New Development Ordinance to be adopted by jurisdictions in Santa Clara County to ensure that new development is poised to be water efficient in order to extend the region’s water supplies. The Task Force met for about eighteen (18) months and developed the initial draft of a Model Water Efficient New Development Ordinance, conducting research on existing ordinances of other jurisdictions containing similar requirements and coming to agreement on key content. The Task Force solicited input from a variety of other stakeholders, including the Santa Clara Valley Water District Agricultural Water Advisory Committee, Santa Clara Valley Water District Environmental and Water Resources Committee, Santa Clara Valley Water District Landscape Committee, Santa Clara County/City Managers’ Association, water retailers, California Water Commission, Cities Association of Santa Clara County, and building officials in Santa Clara County.

In September 2018, Santa Clara Valley Water District, on behalf of the Task Force, procured the technical assistance of a qualified sustainability consulting firm to finalize the Model Water Efficient New Development Ordinance, with input from Task Force representatives, the California Building Standards Commission, and the California Energy Commission. The Model Water Efficient New Development Ordinance was finalized and used as a model for this Ordinance.

### ANALYSIS:

Climate change and the threat of recurring droughts, population growth, and imported water variability will continue to present challenges for water supply reliability in Santa Clara County, intensifying the need for locally-sourced and sustainable water supplies. Recycled and purified water sources possess these qualities while offering sufficiency of supply and reliability. In 2017, recycled water accounted for 5% of Santa Clara County’s total water use, the majority of which was used for agriculture, landscaping, and industrial purposes. In partnering with jurisdictions and water retailers in Santa Clara County, Santa Clara Valley Water District intends to purpose recycled and purified water for the provision of at least 10% of Santa Clara County’s total water



demand by 2025. The requirements in the Ordinance would supplement existing strategies and support ongoing efforts to achieve an environmentally adaptive water supply.

A monthly assessment of water supply and use trends conducted by Santa Clara Valley Water District reported that the beginning of 2018 presented “groundwater storage well within Stage 1 (Normal) of the District’s Water Shortage Contingency Plan.” However, precipitation for the beginning of 2018 was 60% of average levels at the San Jose Index Station and significantly lower than that of the Santa Cruz Mountains, the Diablo Range and South County, with snow water equivalent for the Northern Sierra falling well below normal. Such data suggests a need for water supply capable of satisfying demand while withstanding potential future drought conditions.

A variety of other jurisdictions have adopted ordinances with similar requirements to this Ordinance, including Los Angeles, Menlo Park, and San Francisco. Located in a similarly dry climate, the City of Menlo Park proposed that the green and sustainable building requirements incorporate water efficiency and recycled water measures in preparation for anticipated water supply shortfalls. City of Menlo Park adopted guidelines in March 2018 for water use budgets for new developments in the office, life sciences, and residential mixed-use zoning districts. City and County of San Francisco adopted an ordinance and implemented a program regulating onsite treated alternate water source systems. These initiatives are derived from the urgency of expected shortfalls during drought years, and they strive to ensure that buildings are both water efficient and resilient to protect the public from the impacts of such shortfalls.

In consideration of the dry climate that characterizes Santa Clara County paired with the expected impacts of climate change and population growth, efficient water resource management will become a matter of increasing importance. Specifically, waste and unnecessary use of potable water threatens the limited supply available for consumption and creates the need for water recycling and conservation measures. Buildings account for a significant portion of potable water use, and new development adds to existing potable water demands. Improving water efficiency and encouraging nonpotable water use for nonpotable applications, implemented at the design and construction phase of new developments, can help minimize the strain such developments place on potable water supplies for the life of the buildings. Reduced water use achieved through efficiency measures concurrently delivers a variety of associated environmental benefits including reduced energy use, reduced greenhouse gas emissions, water quality protection, and improved stream flows. Creating the framework within which onsite treated alternate water source systems can be installed will additionally assist in extending potable water supplies. The risk-based water quality standards that will be applied to onsite treated alternate water source systems will protect public health, safety and welfare.

#### POLICY ISSUES:

The Ordinance is subject to the requirements of California Senate Bill No. 966 (“SB 966”) and the associated updates to Article 8 (commencing with Section 13558) of Chapter 7 of Division 7 of the Water Code related to local jurisdictions that elect to establish a program for onsite treated nonpotable water systems that includes the risk-based water quality standards established by the

California State Water Resources Control board. The text of the Ordinance is in full compliance with SB 966.

Beyond the text of the Ordinance, SB 966 requires that “a local jurisdiction that does not provide water service or sewer service shall consult with a water service provider or sewer service provider, respectively, that provides water service or sewer service within the boundaries of the jurisdiction before adopting, amending, or repealing an ordinance that institutes a program for onsite treated nonpotable water system installation and regulation. In consulting with a water service provider or sewer service provider, a local jurisdiction shall give the water service provider or sewer service provider the opportunity to demonstrate that the proposed ordinance could result in a significant adverse impact” to receiving waters or to the existing sewer collection or treatment system or existing or planned centralized recycled water or potable reuse facilities or projects due to reduced flows. The City has consulted with [Agency Name(s) or internal department name(s)] in compliance with this requirement, and [no such significant adverse impacts were identified OR any such significant impacts identified were addressed in order to avoid or mitigate the impacts to the point where they are no longer significant].

Ongoing compliance with SB 966 will require the City to provide an annual report to the California State Water Resources Control Board that includes the number, location, and description of permits issued for new and replacement onsite treated nonpotable water systems, the types and quantity of nonpotable water for nonpotable end uses, water quality monitoring data, and a summary of any violations and corrective actions taken in the local jurisdiction’s program.

Requirements in the Single-Family Residential Water Waste Reduction when Heating Water section of the Ordinance make more restrictive amendments to certain provisions of Title 24 of the California Code of Regulations (“California Building Standards Code”). More specifically, these amendments are to certain provisions of Part 6 of Title 24 of the California Code of Regulations (“California Building Energy Efficiency Standards”). Section 1.1.8 of Part 2 of Title 24 of the California Code of Regulations and Sections 17958 and 18941.5 of the California Health and Safety Code provide that any city, county, or city and county may make more restrictive amendments to the provisions of the California Building Standards Code. Section 25402.1(h)2 of the California Public Resources Code and Section 10-106 of Part 6 of Title 24 of the California Code of Regulations provide that local government agencies may adopt and enforce energy standards for newly constructed buildings, additions, alterations, and repairs to existing buildings, provided the standards are cost-effective and will require the buildings to be designed to consume no more energy than permitted by the Building Energy Efficiency Standards. Local amendments to the California Building Standards Code are subject to certain requirements governed by the California Building Standards Commission (“CBSC”), and local amendments to the California Building Energy Efficiency Standards are subject to certain requirements governed by the California Energy Commission (“CEC”).<sup>1,2</sup> Key elements of these requirements are discussed below.

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<sup>1</sup> <http://www.bsc.ca.gov/Rulemaking/LocalCodeOrdinances.aspx>

<sup>2</sup> <https://www.energy.ca.gov/title24/2016standards/ordinances/>

Sections 17958.5 and 17958.7 of the California Health and Safety Code require that for each proposed local amendment to the provisions of the California Building Standards Code, the local governing body must make an express finding supporting its determination that each such local amendment is reasonably necessary because of local climatic, geological, or topographical conditions. Section 101.7.1 of Part 11 of Title 24 of the California Code of Regulations, known as the California Green Building Standards Code, provides that local climatic, geological, or topographical conditions include environmental conditions established by the city, county, or city and county. Pursuant to Sections 17958.5 and 17958.7 of the California Health and Safety Code, the provisions of the California Building Standards Code in Title 24 of the California Code of Regulations being amended and the respective express findings applicable to each amendment are summarized in and attached to the Ordinance as Exhibit A (Express Findings for Local Amendments of Building Standards).

Local amendments to the California Building Standards Code are not effective until copies of the amendment documents meeting all document filing requirements have been filed with the CBSC. Additionally, the CEC review and approval process involves posting an adopted ordinance for public comment for sixty (60) days followed by approval at a CEC Business Meeting. After adoption of the Ordinance, the City will file the required amendment documents and follow the required approval processes with the CBSC and CEC in accordance with each agency's respective requirements. A separate filing instructions document is available from Valley Water.

The model water efficiency ordinance and accompanying cost-effectiveness analysis upon which this Ordinance is based and to which this Ordinance is substantially similar were developed with informal input from staff of both the CBSC and the CEC in anticipation of each agency's respective requirements and in order to preemptively identify any potential barriers to approval, of which none were identified. The cost-effectiveness report, attached hereto as Attachment A, was updated to demonstrate compliance with the 2019 California Building Standards Code and found that the energy standards in the model water efficiency ordinance relevant to the CBSC and the CEC are cost-effective and require buildings to be designed to consume no more energy than permitted by Part 6 of Title 24 of the California Code of Regulations, and the Ordinance includes the required language stating this finding.

The triennial code adoption cycle of the California Building Standards Code impacts the timing of the Ordinance with regard to adoption, implementation, effective date, and updating. The 2016 California Building Standards Code is effective until January 1, 2020. The 2019 California Building Standards Code has been developed, adopted, and published, and it becomes effective on January 1, 2020. Section 1.1.8 of Part 2 of Title 24 of the California Code of Regulations and Sections 17958 and 18941.5 of the California Health and Safety Code specify that local amendments to the California Building Standards Code shall not be effective any sooner than the effective date of the California Building Standards Code being amended. This Ordinance amends the 2019 California Building Standards Code, and as such, it cannot have an effective date earlier than January 1, 2020.

The Ordinance is generally complementary and non-overlapping with the California Model Water Efficient Landscape Ordinance ("MWELO"), however the Ordinance includes certain requirements related to water efficient landscapes that are more stringent than MWELO,

including requirements related to water meters for landscape irrigation, irrigation nozzle precipitation rate, and swimming pool and spa covers.

The Ordinance supports one of the purposes of the Santa Clara Valley Water District stated in the Santa Clara Valley Water District Act, which is “to do any and every lawful act necessary to be done that sufficient water may be available for any present or future beneficial use or uses of the lands or inhabitants within the District.” The Ordinance also supports the Santa Clara Valley Water District Board Policy stating that “there is a reliable, clean water supply for current and future generations.” The Ordinance supports the strategy element of increasing water recycling and conservation to meet future increases in demand as stated in the Ensure Sustainability water supply strategy of Santa Clara Valley Water District’s 2012 Water Supply and Infrastructure Master Plan.

#### COSTS AND BENEFITS:

Implementation of this Ordinance will require staff time to complete both initial and ongoing relevant tasks. Initial tasks include:

1. Within ninety (90) days of adoption of the Ordinance, the **Director** or his or her designee shall establish a program for Onsite Treated Nonpotable Water systems including rules and regulations regarding the operation of Alternate Water Source Systems necessary to effectuate the purposes of this Ordinance and to protect public health and safety. This program shall include, among other elements, a Water Budget Calculator to provide to project applicants.
2. The **Director of Public Works** or his or her designee shall adopt regulations consistent with, and in furtherance of, this Ordinance.
3. **Relevant City staff** shall file the required amendment documents and follow the required approval processes with the CBSC and the CEC in accordance with each agency’s respective requirements for local amendments of building standards.
4. **Relevant City staff** shall conduct initial review of this Ordinance and its requirements in order to understand and undertake the relevant implementation tasks, program development, new development project permitting, and site plan review processes.
5. While not strictly required, it would be considered best practice for **City staff** to develop resources for new development project applicants in order to communicate the requirements of and facilitate compliance with the Ordinance. In addition to general direction on how to achieve compliance, specific resources for new development project applicants and future occupants could include suggestions for labeling demand hot water recirculation system manual controls and guidance for occupants on how to use the manual controls to operate such systems.

In addition to the aforementioned initial tasks, implementation of this Ordinance will require staff time on an ongoing basis, including in the following areas:

1. Review during the new development project permitting and site plan review processes for compliance with the requirements of this Ordinance by **Building Department** staff;
2. Review by the **Director** or his or her designee of written requests for exemption from certain requirements of this Ordinance;

3. Review by the **Director** or his or her designee of applications for Alternate Water Source Systems, including submitted Water Budget Documentation and Nonpotable Water Engineering Reports;
4. Issuance or denial of all relevant permits (operations, building, plumbing, encroachment, etc.) for the construction, installation, and/or modification of Alternate Water Source Systems by the **relevant City departments**;
5. Review and verification by the **Director** of submitted Construction Certificate Letters for Alternate Water Source Systems;
6. Inspection by the **Director** or his or her designee of any Alternate Water Source Systems as needed and appropriate to determine compliance;
7. The administration of irrigation audits of newly constructed landscape areas by **the local agency**;
8. Enforcement of relevant administrative penalties and/or pursuit of any legal remedies for violations of provisions, rules, or regulations of the Ordinance;
9. Annual reporting by the **Director** or his or her designee to the California State Water Resources Control Board that includes the number, location, and description of permits issued for new and replacement onsite treated nonpotable water systems, the types and quantity of nonpotable water for nonpotable end uses, water quality monitoring data, and a summary of any violations and corrective actions taken in the local jurisdiction's program;
10. Annual reporting by the **Director** to the **Controller** of the revenues generated by the non-refundable permit application fees for the prior fiscal year and the prior fiscal year's costs of operation;
11. Annual review by the **Controller** of the revenues generated by the non-refundable permit application fees for the prior fiscal year and the prior fiscal year's costs of operation and annual adjustment by the **Controller** of such fees to ensure they will not produce revenue that exceeds the reasonable costs of providing the services for which the fees are assessed; and
12. Adopting ordinances to update the relevant municipal code language as needed to address updates to referenced code (such as the triennial code adoption cycle for updates to the California Building Standards Code) and to make other changes as appropriate.

This Ordinance provides for the City to receive an appropriate amount of revenue to recover the costs of operation of this Ordinance through the non-refundable permit application fees as authorized by this Ordinance and as reviewed and, if necessary, adjusted, by the **Controller** on an annual basis. This Ordinance specifies that the fees shall be set such that they will not produce revenue that exceeds the reasonable costs of providing the services for which the fees are assessed, thus they are not considered a tax subject to voter approval under Proposition 26.

In the provisions of this Ordinance for which related provisions of the Building Energy Efficiency Standards include an option for HERS verification, the HERS-Verified option has been required. This should help reduce the need for field inspections and administrative burden on jurisdiction staff when reviewing project applications for compliance.

Adoption of this Ordinance and the associated rules and regulations will help deliver a variety of benefits to the City, including:

1. Helping the City manage its water resources as efficiently as possible to extend the City’s water supplies in the face of growing population, climate change, potential future drought conditions, and the need to protect and grow the City’s economy;
2. Providing reduced water use and the associated energy use reductions and environmental benefits including protecting water quality, preserving and improving stream flows, and reducing greenhouse gas emissions;
3. Assisting in meeting future water requirements of the City and addressing the impacts of new development on the City’s sanitary sewer system;
4. Protecting public health, safety, and welfare through the application of risk-based water quality standards for onsite treated alternate water source systems; and
5. Helping the City achieve its goals for water supply use and preservation by:
  - a. Promoting the values and benefits of nonpotable water use while recognizing the need to invest water and other resources as efficiently as possible;
  - b. Encouraging the use of nonpotable water for nonpotable applications; and
  - c. Replacing potable water use for irrigation with alternate water sources to the maximum extent possible.

In addition, the cost effectiveness analysis conducted on the measures in the model water efficiency ordinance upon which this Ordinance is based and to which this Ordinance is substantially similar, is attached hereto as **Attachment A**.

CONCLUSION AND NEXT STEPS:

Staff recommends that the City Council **conduct a first reading and authorize the adoption of Ordinance No. XXXX**, An Ordinance of the City Council of the City of [] Adding a New Chapter [] (Water Efficient New Development) to **Title []** of the City of [] Municipal Code Related to Requirements for New Development that Promote Water Use Efficiency and the Development of Alternate Sources of Water Supply. Should the City Council adopt the Ordinance, within ninety (90) days, the **Director** shall establish a program for Onsite Treated Nonpotable Water systems including rules and regulations regarding the operation of Alternate Water Source Systems necessary to effectuate the purposes of this Ordinance and to protect public health and safety. Relevant City staff should review the Ordinance and its requirements to understand and undertake the relevant implementation tasks, program development, new development project permitting, site plan review processes, and the development of resources to communicate the requirements with new development project applicants and facilitate compliance.

Prepared by: **Name, Title**

ATTACHMENTS:

<b>Attachment #</b>	<b>Page #</b>	<b>Title</b>
<b>Attachment A</b>	<b>8</b>	Energy and Water Efficiency Cost-Effectiveness Study for Residential and Nonresidential New Construction

ORDINANCE NO. XXXX

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF [ ] ADDING A NEW CHAPTER [ ] (WATER EFFICIENT NEW DEVELOPMENT) TO TITLE [ ] OF THE CITY OF [ ] MUNICIPAL CODE RELATED TO REQUIREMENTS FOR NEW DEVELOPMENT THAT PROMOTE WATER USE EFFICIENCY AND THE DEVELOPMENT OF ALTERNATE SOURCES OF WATER SUPPLY

WHEREAS, all California water users are responsible for making effective use of the available water resources; and

WHEREAS, water is a public resource that the California Constitution protects against waste and unreasonable use; and

WHEREAS, growing population, climate change, and the need to protect and grow the City's economy make it essential that the City manage its water resources as efficiently as possible; and

WHEREAS, reduced water use through conservation provides significant energy reduction and associated environmental benefits, and can help protect water quality, preserve and improve stream flows, and reduce greenhouse gas emissions; and

WHEREAS, improvements in technology and management practices offer the potential for increasing water efficiency in California over time, providing an essential water management tool to meet the need for water for urban, agricultural, and environmental uses; and

WHEREAS, the City has determined that the energy standards in this ordinance are cost-effective and require buildings to be designed to consume no more energy than permitted by Part 6 of Title 24 of the California Code of Regulations; and

WHEREAS, the development of Alternate Water Source Systems will assist in meeting future water requirements of the City and lessen the impacts of new development on the City's sanitary sewer system; and

WHEREAS, the application of risk-based water quality standards to Onsite Treated Nonpotable Water systems can protect public health, safety, and welfare; and

WHEREAS, adoption of this ordinance and related rules and regulations by the City will help achieve the City's goals for water supply use and preservation by:

- (1) Promoting the values and benefits of Nonpotable Water use while recognizing the need to invest water and other resources as efficiently as possible;
- (2) Encouraging the use of Nonpotable Water for nonpotable applications; and

(3) Replacing potable water with Alternate Water Sources for toilet and urinal flushing and irrigation to the maximum extent possible; and

WHEREAS, it is the intent of the City Council of the City of [] to require New Development constructed in the City of [] to meet and exceed the water efficiency and alternate sources of water supply requirements of the State of California.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF [] DOES ORDAIN AS FOLLOWS:

#### SECTION 1. CEQA REVIEW.

The City Council finds, pursuant to [Title 14 of the California Code of Regulations, Section 15061(b)(3),] that this Ordinance is [exempt] from the California Environmental Quality Act (CEQA) in that it [is not a “project” which has the potential for causing a significant effect on the environment].

#### SECTION 2. DEFINITIONS.

The terms used in this Chapter have the meaning set forth below:

**Alternate Water Source:** A source of Nonpotable Water that includes Recycled Water, Graywater, Stormwater, condensate, onsite treated Nonpotable Water, Rainwater, Blackwater, and any other source approved by the Director.

**Alternate Water Source System:** The system of facilities necessary for providing Nonpotable Water for use in a development project, including but not limited to all collection, treatment, storage, and distribution facilities. Nonpotable Water System shall have the same meaning.

**Blackwater:** Wastewater containing bodily or other biological wastes. This is discharge from toilets, dishwashers, kitchen sinks, and utility sinks.

**Building Energy Efficiency Standards:** Those regulations contained in Title 24, Part 6 of the California Code of Regulations.

**Compact Hot Water Distribution System:** A hot water distribution system in which the water heater to fixture proximity is more compact than threshold criteria that is defined based on the dwelling unit conditioned floor area and number of stories, as described in Part 6 of Title 24 of the California Code of Regulations.

**Director:** The Director of [] or any individual designated by the Director to act on his or her behalf.

**District:** A group of two or more parcels that share Alternate Water Sources.

**District System:** An Alternate Water Source System serving a District development project.

**Drain Water Heat Recovery (DWHR):** A double wall heat exchanger that recovers heat from the effluent waste piping and uses it to preheat water in a domestic or service water-heating system in order to reduce water heating energy usage.



**Equal Flow Configuration:** Installation of a drain water heat recovery device with preheated water being routed to both the water heater and the shower, as opposed to an unequal flow configuration with preheated water being routed to either the water heater or the shower.

**First Certificate of Occupancy:** Either a temporary certificate of occupancy or a Certificate of Final Completion and Occupancy.

**Foundation Drainage:** Nuisance groundwater that is extracted to maintain a building's or facility's structural integrity and would otherwise be discharged to the City's sewer system. Foundation Drainage does not include Nonpotable groundwater extracted for a beneficial use that is subject to City groundwater well regulations.

**Graywater:** Untreated wastewater that has not been contaminated by any toilet discharge, has not been affected by infectious, contaminated, or unhealthy bodily wastes, and does not present a threat from contamination by unhealthful processing, manufacturing, or operating wastes. Graywater includes, but is not limited to, wastewater from bathtubs, showers, bathroom sinks, lavatories, clothes washing machines, and laundry tubs, but does not include wastewater from kitchen sinks or dishwashers. Graywater does not include Blackwater.

**Graywater Ready:** A design criteria for a structure's plumbing system that provides a noninvasive pathway to install a graywater treatment and reuse system at a later date. In a Graywater Ready home, for example, it will be possible to install an NSF 350 System without altering the in-wall or in-ground plumbing and electrical infrastructure.

**Hot Water Recirculation System:** A Hot Water System that uses the hot water return line and/or supply line connected to a water heater to enable continuous delivery of hot water to fixtures.

**Hot Water System:** A system that distributes hot water, consisting of a water heater, piping, and related equipment and devices.

**Multi-family Residential:** A residential building that contains three or more dwelling units.

**New Development:** Buildings and structures that have not received initial design approval from the **Planning Department** or a building permit from the **Building Department** prior to **January 1, 2020**.

**Nonpotable Water:** Water collected from Alternate Water Sources, treated, and intended to be used onsite for direct beneficial use.

**Nonpotable Water Engineering Report:** Report submitted by project applicant to the Director describing the Alternate Water Source System in accordance with the rules and regulations adopted by the City.

**Nonpotable Water System:** The same meaning as Alternate Water Source System.

**Nonresidential:** A building that contains occupancies other than dwelling units. For the purposes of this ordinance, hotels, motels, institutional housing (such as hostels and dormitories), hospitals, and night shelters are considered nonresidential.

**NSF 350 System:** Any treatment system certified to meet NSF/ANSI Standard 350 for Onsite

Residential and Commercial Reuse Treatment Systems, as amended from time to time.

Open Cooling Tower: An open, or direct contact, cooling tower which exposes water directly to the cooling atmosphere, thereby transferring the source heat load from the water directly to the air by a combination of heat and mass transfer.

Onsite Treated Nonpotable Water: Nonpotable Water that has been collected, treated, and intended to be used onsite and is suitable for direct beneficial use.

Onsite Treated Nonpotable Water Program: Program established by the Director for Onsite Treated Nonpotable Water systems including rules and regulations regarding the operation of Alternate Water Source Systems necessary to effectuate the purposes of this ordinance and to protect public health and safety.

Permittee: Owner or operator of an Onsite Treated Nonpotable Water system.

Rainwater: Precipitation collected from roof surfaces or other manmade, aboveground collection surfaces.

Recycled Water: Water that has been reclaimed from wastewater for beneficial use as defined by Title 22 of the California Code of Regulations.

**Residential:** A building that contains residential dwelling units including single-family or multi-family housing units and mobile homes.

**Single-family Residential:** A residential building that contains one or two dwelling units.

Stormwater: Precipitation collected from at-grade or below grade surfaces.

Water Budget: The calculation of the potential volume of onsite Alternate Water Sources and demands of a development project and any other building subject to this ordinance.

Water Budget Calculator: The water use calculation application approved by the Director that provides for the assessment of a proposed onsite water system, Alternate Water Sources, and the end uses of the Alternate Water Sources.

Water Budget Documentation: An in-depth assessment of the project applicant's Nonpotable Water use, including survey information, water meter readings, water service billing information, Alternate Water Source schematic drawings, or any other information deemed necessary by the Director.

SECTION 3. The City Council hereby adds a new **Chapter []** (Water Efficient New Development) to **Title []** of the **City of []** Municipal Code to read as follows:

**{CODE SECTION} 1. APPLICABILITY.**

A. This chapter shall apply to all New Development in the **City of []**.

B. **Exception.** The **Director** may exempt a covered New Development project from some or all provisions of this chapter upon determination that sufficient practical challenges exist making compliance with the provisions infeasible. The project applicant is responsible for demonstrating infeasibility of compliance with the provisions when applying for exemption.

**{CODE SECTION} 2. REQUIREMENTS.**

**{CODE SECTION} 2.1. REQUIREMENTS FOR SINGLE-FAMILY RESIDENTIAL BUILDINGS.**

A. **Single-Family Residential Water Waste Reduction when Heating Water.** Section 110.3(c) of the California Code of Regulations Title 24, Part 6 (“Building Energy Efficiency Standards”), related to mandatory requirements for service water-heating systems and equipment, is hereby amended to add the following Section 110.3(c)7:

7. **Single-Family Residential New Development.** Single-family Residential New Development must meet either A or B:

A. **Compact Hot Water Distribution System.** Meet the criteria of the Building Energy Efficiency Standards related to the HERS-Verified Compact Hot Water Distribution System Expanded Credit as specified in the Reference Appendix **RA4.4.16**. If a Single-family Residential New Development is using the prescriptive compliance approach to demonstrate compliance with the Building Energy Efficiency Standards, such compact hot water distribution system may also be used to satisfy the requirement options related to compact hot water distribution systems as specified in Section 150.1(c)8.

B. **Hot Water System Volume Limit.** The hot water system shall not allow more than 0.125 gallons of water to be delivered to any fixture before hot water arrives. If a hot water recirculation system or electric trace heating system is used to comply with Section 110.3(c)7B, the branch from the recirculating loop or electric trace heating element to the fixture shall contain a maximum of 0.125 gallons. For reference, this volume limitation equates to branch runs no longer than approximately 22’ of 3/8” nominal pipe size, 12’ of 1/2” nominal pipe size, or 5.5’ of 3/4” nominal pipe size.

i. **Demand Hot Water Recirculation System with Manual Control.** Hot water recirculation systems used to comply with Section 110.3(c)7B shall not be controlled solely by timers and shall only be demand systems with manual control, in compliance with the Building Energy Efficiency Standards requirements related to HERS-Verified Demand Recirculation with Manual Control as specified in the Reference Appendix **RA4.4.17, RA3.6.6, and RA4.4.9**, and as required by the prescriptive compliance approach as specified in Section 150.1(c)8.

ii. **Drain Water Heat Recovery System.** Hot water systems pursuing compliance under Section 110.3(c)7B using a demand hot water recirculation system with manual control shall also include a drain water heat recovery system on the master bathroom shower, installed in an Equal Flow Configuration and in compliance with the Building Energy Efficiency Standards requirements related

to HERS-Verified Drain Water Heat Recovery System as specified in the Reference Appendix RA4.4.21. If a Single-family Residential New Development is using the prescriptive compliance approach to demonstrate compliance with the Building Energy Efficiency Standards, such drain water heat recovery system may also be used to satisfy the requirement options related to drain water heat recovery systems as specified in Section 150.1(c)8.

**EXCEPTION to Section 110.3(c)7: Stand-alone tubs.**

**B. Single-Family Residential Graywater Ready Collection and Distribution System.** All new Single-family Residential units shall be built Graywater Ready in compliance with Chapter 15 of the California Plumbing Code. The components of a Graywater system shall be labeled in compliance with Chapter 6, Section 601.3, of the California Plumbing Code.

1. **Applicability.** This Section 2.1.B shall apply to the installation of Graywater Collection and Distribution Systems at new Single-family Residential units.
2. **Development Project Requirements.** Graywater Ready Single-family Residential units must include the following:
  - (a) Dedicated Graywater collection plumbing, which must:
    - i. Capture water from a sufficient number of fixtures to meet the landscape water demand of the Single-family Residential unit, specifically, water from showers, baths, lavatory sinks, and laundry washing machines. The landscape water demand shall be calculated in accordance with Model Water Efficient Landscape Ordinance as adopted in [municipal code section];
    - ii. Convene each source in the location on the property designated to accommodate future non-invasive installation of a treatment system; and
    - iii. Reconverge with the home's Blackwater collection system prior to flowing to the municipal sewer system.
  - (b) Dedicated locations on the property to accommodate future non-invasive installation of:
    - i. A complete Graywater treatment system;
    - ii. A storage tank for treated Graywater with a capacity of at least 175 gallons; and
    - iii. A surge tank with overflow protection to hold Graywater for no longer than 24 hours while Graywater is draining by gravity or by pump into the landscape.
  - (c) Dedicated distribution plumbing for treated Graywater, so that potable water can be disconnected in the future when appropriately treated Graywater is available, which must include:

- i. Dedicated supply feeds capable of providing treated Graywater to each landscape irrigation system on the property (for example, front yard and back yard).
- (d) Other requirements for the Single-family Residential unit to be Graywater Ready, including:
- i. A hose bib with potable water within 15 feet of each point where the Graywater system exits the envelope of the home; and
  - ii. A dedicated 20-amp, 120-volt electrical circuit with GFCI breaker within 5 feet of each point where the Graywater system exits the envelope of the home.

### 3. Exceptions.

- (a) Additions and alterations of existing buildings that use the existing building drain(s) are exempted from this **Section 2.1.B.**
- (b) Sites with irrigated landscape area not exceeding 500 square feet are exempted from this **Section 2.1.B.**

### C. Single-Family Residential Onsite Treated Nonpotable Water Systems.

1. **Applicability.** This **Section 2.1.C** shall apply to the voluntary installation and operation of Alternate Water Source Systems at Single-family Residential units. This section shall not apply to Graywater systems where Graywater is collected solely for subsurface irrigation and does not require treatment and that are regulated by Chapter 15 (commencing with Section 1501.0) of the California Plumbing Code (Part 5 of Title 24 of the California Code of Regulations), as determined by the Director, or Rainwater systems where Rainwater is collected solely for subsurface irrigation, drip irrigation, or non-sprinkled surface applications and does not require treatment and that are regulated by Chapter 16 (commencing with Section 1601.0) of the California Plumbing Code (Part 5 of Title 24 of the California Code of Regulations), as determined by the Director.

#### 2. Regulation of Alternate Water Sources.

- (a) Any person or entity who installs and operates an Alternate Water Source System shall comply with this ordinance, the rules and regulations adopted by the California Department of Public Health, and all applicable local, state, and federal laws. Alternate Water Source Systems shall be designed and built in compliance with Title 17 and Title 22 of the California Code of Regulations, Chapter 15 of the California Plumbing Code and labeled in compliance with Chapter 6, Section 601.3, of the California Plumbing Code.
- (b) **Onsite Treated Nonpotable Water Program.** Within **ninety (90) days** after passage of this ordinance, the Director shall establish a program for Onsite Treated Nonpotable Water systems including rules and regulations regarding the operation of Alternate Water Source Systems necessary to effectuate the purposes of this ordinance and to

protect public health and safety. This Onsite Treated Nonpotable Water Program shall include the risk-based water quality standards established by the California State Water Resources Control Board and shall address, at a minimum:

- i. Water quality criteria, including risk-based log reduction targets for the removal of pathogens such as enteric viruses, parasitic protozoa, and enteric bacteria for Nonpotable Water sources, Graywater, Rainwater, Stormwater, and Blackwater, and nonpotable end uses, toilet and urinal flushing, clothes washing, irrigation, and dust suppression;
  - ii. Water quality monitoring requirements, including content and frequencies;
  - iii. Reporting requirements for the water quality monitoring results, including content and frequencies;
  - iv. Notification and public information requirements;
  - v. Cross-connection controls; and
  - vi. Operation and maintenance requirements.
- (c) The Director shall review applications for Alternate Water Source Systems and may issue or deny such applications, in accordance with applicable laws and regulations.
- (d) The **relevant City departments** shall review plans and issue or deny permits for the construction, installation, or modification of Alternate Water Source Systems, in accordance with applicable laws and regulations.

### 3. **Project Applicant and/or Permittee Design and Construction Requirements.**

- (a) Prior to initiating installation of any Alternate Water Source project, project applicants shall submit to the Director an application for permits to operate Alternate Water Source Systems. Such applications shall comply with the requirements of this ordinance and any regulations the Director has issued. Project applicants shall pay a non-refundable permit application fee to cover the costs of investigation and processing the application and issuing the permit. Each project application submitted to the Director shall include a Nonpotable Water Engineering Report that provides project information determined by the Director to be necessary for complete review of the proposed project. City departments may not approve or issue permits for any site installing an Alternate Water Source System unless and until the Director has approved the Nonpotable Water Engineering Report.
- (b) **System Design.** All buildings using Nonpotable Water from Alternate Water Source Systems shall include:
- i. A flow meter on the nonpotable distribution system to account for Nonpotable Water use;

- ii. A reduced pressure backflow assembly (RP) within twenty-five (25) feet of the downstream side of the point of connection or meter to protect the City’s public water and/or Recycled Water system;
  - iii. Signage that state law and the Department of Public Health’s rules and regulations require;
  - iv. Cross connection control in accordance with Titles 17 and 22 of the California Code of Regulations;
  - v. Any other requirements the Director determines are necessary to protect public health.
- (c) **Plumbing Permit.** A project applicant shall obtain from the **Department of Building Inspection** an appropriate plumbing permit and any other building or installation permit required to construct, install, and/or alter an Alternate Water Source System.
- (d) **Encroachment Permit.** A project applicant shall obtain from the **Department of Public Works** appropriate authorization for placement of any pipelines or other portions of an Alternate Water Source System within the public right-of-way.
- (e) **Construction Certification Letter.** Project applicants shall certify to the Director that Alternate Water Source System construction is complete and consistent with the approved Nonpotable Water Engineering Report in accordance with the provisions of this ordinance and any implementing rules and regulations. City departments may not approve or issue a First Certificate of Occupancy or approval for any Alternate Water Source System until the Director has reviewed and verified the Construction Certificate Letter.

4. **Fees.**

- (a) The non-refundable application fees for Alternate Water Source System permits are:
- i. **Rainwater: \$**
  - ii. **NSF 350 systems: \$**
  - iii. **Foundation Drainage: \$**
  - iv. **Graywater: \$**
  - v. **Blackwater: \$**
  - vi. **Transfer of any permit: \$**
- (b) **The fees set forth in this Section 2.1.C.4 may be adjusted each year, without further action by the City Council.**

Not later than April 1, the Director shall report to the Controller the revenues generated by the fees for the prior fiscal year and the prior fiscal year's costs of operation, as well as any other information that the Controller determines appropriate to the performance of the duties set forth in the Section.

Not later than May 15, the Controller shall determine whether the current fees produce, or are projected to produce, revenues sufficient to support the costs of providing the services for which the fees are assessed and that the fees will not produce revenue that exceeds the reasonable costs of providing the services for which the fees are assessed.

The Controller shall if necessary, adjust the fees upward or downward for the upcoming fiscal year as appropriate to ensure that the program recovers the costs of operation without producing revenue that exceeds the reasonable costs of providing the services for which the fees are assessed. The adjusted rates shall become operative on July 1.

5. **Operating Requirements.** When the Director determines the applicant has satisfied all the requirements of this Section 2.1.C, the Director may issue an operations permit for an Alternate Water Source System. Permittees shall timely submit all water quality monitoring information required by the provisions of this ordinance and the rules and regulations of the California Department of Public Health and California State Water Resources Control Board. Permittees shall conduct ongoing backflow prevention and cross connection testing in accordance with this ordinance, the rules and regulations of the California Department of Public Health and California State Water Resources Control Board, and all applicable local, state, and federal laws.
6. **Nonpotable Water Use Audits.** When required by the Director, the Permittee or property owner shall conduct a Nonpotable Water use audit describing the extent of Nonpotable Water use in accordance with the requirements provided by the Director.
7. **Sale or Transfer.** Permittees shall notify the Director of any intent to sell or transfer the building or facility containing an Alternate Water Source System within thirty (30) days following the sale or transfer of property, in accordance with regulations adopted by the Director.
8. **Inspection and Notices of Violation.** The Director may inspect any Alternate Water Source System subject to the requirements of this Section 2.1.C to determine compliance with the provisions of this ordinance and applicable regulations.
9. **Violation and Penalties.** Any Permittee or person otherwise subject to the requirements of this Section 2.1.C who violates any provision of this Section 2.1.C or any applicable rule or regulation shall be subject to enforcement of relevant administrative penalties. The Director may impose administrative penalties and may pursue any other legal remedies for such violations.
10. **Revocation and Suspension of Permit.** The Director may order a Permittee to cease operation of an Alternate Water Source System or may revoke or suspend the permit to operate if the Director determines that:



- (a) The manager, operator, or any employee has violated any provision of this **Section 2.1.C** or any regulation issued pursuant to this **Section 2.1.C**;
- (b) The Alternate Water Source System is being operated or maintained in a manner threatening the public health or health of patrons and/or residents;
- (c) The owner or operator has refused to allow any duly authorized City official to inspect the premises or the operations of the Alternate Water Source System; or
- (d) The California State Water Resources Control Board has directed such action.

**D. Use of Recycled Water for Single-Family Residential Common Landscaping.** All new Single-family Residential units with landscaping provided by a water meter serving three or more homes that is managed by a homeowners' association or other association or entity shall be irrigated with Recycled Water if Recycled Water is available within 200 feet of the property line. If Recycled Water is planned to be made available to the development within ten years from the date of building permit issuance or is within the adopted Recycled Water project area, a system shall be constructed that will enable Recycled Water to be easily connected to the irrigation system once the Recycled Water supply is available within 200 feet of the property line, locating irrigation system plumbing such that the system can be supplied near the anticipated point of connection to the future Recycled Water system, ensuring there are no cross-connections between Recycled Water and potable water supplies, and using irrigation system components suitable for use with Recycled Water.

Alternate Water Source Systems shall be labeled in compliance with Chapter 6, Section 601.3, of the California Plumbing Code.

**{CODE SECTION} 2.2. REQUIREMENTS FOR MULTI-FAMILY RESIDENTIAL BUILDINGS AND NONRESIDENTIAL BUILDINGS.**

**A. Multi-Family and Nonresidential Exterior Faucet Locks.** Locks shall be installed on all publicly accessible exterior faucets and hose bibs.

**B. Water Meters to Measure Indoor Water Use.** For new buildings or additions with a **total gross floor area of 50,000 square feet or more**, separate water meters or submeters shall be installed to measure indoor water use as follows:

1. For each individual leased, rented, or other tenant space within the building projected to consume more than 100 gallons per day (380 L/day).
2. For each building that uses more than 100 gallons per day (380 L/day) on a parcel containing multiple buildings.
3. Where potable water is used for industrial/process uses, for water supplied to the following subsystems:
  - (a) Makeup water for cooling towers where flow through is greater than 500 gpm (30 L/s);

(b) Makeup water for evaporative coolers greater than 6 gpm (0.04 L/s); and

(c) Steam and hot-water boilers with energy input more than 500,000 Btu/h (147 kW).

C. **Cooling Towers.** All newly constructed cooling towers shall include devices to capture and reuse the blowdown water discharged from the cooling tower, operated in accordance with **Section 2.2.D** of this ordinance. Plumbing to facilitate the use of Alternate Water Sources shall be labeled in compliance with Chapter 6, Section 601.3, of the California Plumbing Code.

D. **Use of Alternate Water Sources for Multi-family and Nonresidential Buildings.** All new Multi-family Residential and Nonresidential structures shall include dual plumbing systems that facilitate and maximize the use of Alternate Water Sources for use in irrigation, toilet flushing, cooling towers, and other uses suitable for Nonpotable Water as allowed by the appropriate agencies in compliance with the following:

1. If Recycled Water is available within 200 feet of the property line or if the Director has determined that it is reasonably available, 100 percent of water for toilets, urinals, floor drains, and process cooling and heating in that building shall come from Recycled Water. Plumbing to facilitate the use of Alternate Water Sources shall be labeled in compliance with Chapter 6, Section 601.3, of the California Plumbing Code.
2. If Recycled Water is planned to be made available to the development within ten years from the date of building permit issuance or the development is within the adopted Recycled Water project area, the development may meet the requirements of this **Section 2.2.D** solely by building out the dual plumbing distribution system to the anticipated point of connection to the future Recycled Water system. Plumbing to facilitate the use of Alternate Water Sources shall be labeled in compliance with Chapter 6, Section 601.3, of the California Plumbing Code.
3. **Onsite Treated Nonpotable Water Systems.** If Recycled Water is not available to the development and is not anticipated to be made available to the development within ten years, the development shall install onsite water collection and treatment systems to capture, collect, treat, and distribute Graywater, Rainwater, and Stormwater runoff. The use of treated Blackwater may be allowed by the Director.

(a) **Applicability.** This **Section 2.2.D.3** shall apply to the installation and operation of Alternate Water Source Systems at new development projects with a total gross floor area of **[ ] square feet or more** and to the voluntary installation and operation of Alternate Water Source Systems at sites containing Multi-family Residential and Nonresidential buildings. This **Section 2.2.D.3** shall not apply to systems at Single-family Residential occupancies, Graywater systems where Graywater is collected solely for subsurface irrigation and does not require treatment and that are regulated by Chapter 15 (commencing with Section 1501.0) of the California Plumbing Code (Part 5 of Title 24 of the California Code of Regulations), as determined by the Director, or Rainwater systems where Rainwater is collected solely for subsurface irrigation, drip irrigation, or non-sprinkled surface applications and does not require treatment and that are regulated by Chapter 16 (commencing with Section 1601.0) of the California Plumbing Code

(Part 5 of Title 24 of the California Code of Regulations), as determined by the Director.

**(b) Development Project Requirements.**

- i. All toilet and urinal flushing and irrigation demands shall be met through the collection and reuse of available onsite Rainwater, Graywater, and Foundation Drainage, to the extent required by application of the Water Budget Documentation developed for each project.
- ii. Project applicants shall use the Water Budget Calculator, as provided by the Onsite Treated Nonpotable Water Program established by the Director, to prepare a Water Budget assessing the amount of Rainwater, Graywater, and Foundation Drainage produced onsite, and the planned toilet and urinal flushing and irrigation demands.
- iii. If, based on the Water Budget Documentation, the available supply from onsite sources exceeds the demands for toilet and urinal flushing and irrigation, 100% of those demands shall be met by using the available onsite sources. If, based on the Water Budget Documentation, the available supply from onsite sources is less than the demands for toilet and urinal flushing and irrigation, 100% of the available onsite supply shall be used to meet the demands for toilet and urinal flushing and irrigation. Available Blackwater or Stormwater supplies may be used instead of, or in addition to Rainwater, Graywater, and Foundation Drainage to meet the available onsite supply requirements calculated in accordance with the Water Budget Documentation requirements.
- iv. **Additional Requirements for District Systems.** All District Systems shall conform to the following requirements, subject to the Director's determination, is his or her sole discretion, that an exception to any of such requirements will fulfill the purposes and objectives of this ordinance. Where a District System complies with the requirements in **Section 2.2.D.3(b)iv.1** through **2.2.D.3(b)iv.4**, including any exceptions approved by the Director, individual development projects within the District shall not be required to demonstrate compliance as long as the individual development projects are provided service by the approved District System.
  1. In addition to preparation of the Water Budget, project applicants for District Systems shall submit implementation plans for review and approval, in accordance with the rules and regulations of the Onsite Treated Nonpotable Water Program established by the Director.
  2. District Systems shall be operated by a single Permittee having sole control of operations of all of its facilities, including but not limited to treatment and distribution facilities. District Systems shall be constructed in accordance with all applicable standards and specifications set by the water service provider, sewer service provider, and/or any authority having jurisdiction.

3. District Systems and development projects shall not provide Nonpotable Water to water users or for purposes located outside the boundaries of the District or approved development project, except when the water users or other purposes are located on property contiguous to, or across a public right of way from, the boundaries of the District or approved development project, and the total amount of Nonpotable Water produced by the Alternate Water Source System will not exceed 125% of the District System's or approved development project's Nonpotable Water demands for toilet and urinal flushing and irrigation, as determined by the approved Water Budget Documentation.
  4. For District Systems, the ongoing operation and maintenance responsibilities of the responsible party shall be held by the owner of the common areas within the District development project and may be transferred to a homeowners' association or similar entity that maintains the common areas within the District development project.
- v. The Director may approve alternate District Systems that will achieve compliance with the purposes and objectives of this ordinance, in accordance with the rules and regulations of the Onsite Treated Nonpotable Water Program established by the Director. Alternative District Systems may include, but are not limited to, water purchase agreements.
  - vi. City departments shall not issue an encroachment permit, a site permit, or a plumbing permit for a project, or approve a Nonpotable Water Engineering Report, prior to the Director's determination that the Water Budget Documentation has been prepared in accordance with the rules for Water Budget calculations in the Onsite Treated Nonpotable Water Program established by the Director.
  - vii. **Subdivision Approvals.**
    1. **Parcel Map or Tentative Subdivision Map Conditions.** The **Director of Public Works** shall not approve a parcel map or tentative subdivision map for any property unless a condition is imposed requiring compliance with this ordinance to serve the potential uses of the property covered by the parcel map or tentative subdivision map, as specified in the provisions of this ordinance.
    2. **Subdivision Regulations.** The **Director of Public Works** shall adopt regulations consistent with, and in furtherance of this ordinance.
    3. **Final Maps.** **The Director of Public Works** shall not endorse and file a final map for property within the boundaries of the City without first determining that the subdivider has complied with the conditions imposed on the parcel map or tentative subdivision map pursuant to this ordinance and for any such conditions not fully satisfied prior to the recordation of the final map, the subdivider has signed a certificate of

agreement and/or improvement agreement, to ensure compliance with such conditions.

4. This Section 2.2.D.3(b)vii shall not apply to parcel maps or tentative subdivision maps submitted solely for the purposes of condominium conversion.
- viii. In the event that a privately owned Alternate Water Supply System approved by the Director is subsequently determined by the California Public Utilities Commission to be subject to that agency's jurisdiction and regulation, the City may, with the consent of the affected owner, acquire and operate the facilities.

**(c) Regulation of Alternate Water Sources.**

- i. Any person or entity who installs and operates an Alternate Water Source System shall comply with this ordinance, the rules and regulations adopted by the California Department of Public Health, and all applicable local, state, and federal laws. Alternate Water Source Systems shall be designed and built in compliance with Title 17 and Title 22 of California Code of Regulations, Chapter 15 of the California Plumbing Code and labeled in compliance with Chapter 6, Section 601.3, of the California Plumbing Code.
- ii. **Onsite Treated Nonpotable Water Program.** Within ninety (90) days after passage of this ordinance, the Director shall establish a program for Onsite Treated Nonpotable Water systems including rules and regulations regarding the operation of Alternate Water Source Systems necessary to effectuate the purposes of this ordinance and to protect public health and safety. This Onsite Treated Nonpotable Water Program shall include the risk-based water quality standards established by the California State Water Resources Control Board and shall address, at a minimum:
  1. Water quality criteria, including risk-based log reduction targets for the removal of pathogens such as enteric viruses, parasitic protozoa, and enteric bacteria for Nonpotable Water sources, Graywater, Rainwater, Stormwater, and Blackwater, and nonpotable end uses, toilet and urinal flushing, clothes washing, irrigation, and dust suppression;
  2. Water quality monitoring requirements, including content and frequencies;
  3. Reporting requirements for the water quality monitoring results, including content and frequencies;
  4. Notification and public information requirements;
  5. Cross-connection controls; and
  6. Operation and maintenance requirements.

- iii. The Director shall review applications for Alternate Water Source Systems and may issue or deny such applications, in accordance with applicable laws and regulations.
- iv. The **relevant City departments** shall review plans and issue or deny permits for the construction, installation, or modification of Alternate Water Source Systems, in accordance with applicable laws and regulations.

**(d) Project Applicant and/or Permittee Design and Construction Requirements.**

- i. Prior to initiating installation of any Alternate Water Source project, project applicants shall submit to the Director an application for permits to operate Alternate Water Source Systems. Such applications shall comply with the requirements of this ordinance and any rules and regulations of the Onsite Treated Nonpotable Water Program established by the Director. Project applicants shall pay a non-refundable permit application fee to cover the costs of investigation and processing the application and issuing the permit. Each project application submitted to the Director shall include a Nonpotable Water Engineering Report that provides project information determined by the Director to be necessary for complete review of the proposed project. City departments may not approve or issue permits for any site installing an Alternate Water Source System unless and until the Director has approved the Nonpotable Water Engineering Report.

The Nonpotable Water Engineering Report for District Systems must include information on the permanent legal agreements between property owners and provide documentation that each party is a willing and responsible participant in the District Nonpotable Water use.

- ii. **System Design.** All buildings using Nonpotable Water from Alternate Water Source Systems shall include:
  - 1. A flow meter on the nonpotable distribution system to account for Nonpotable Water use;
  - 2. A reduced pressure backflow assembly (RP) within twenty-five (25) feet of the downstream side of the point of connection or meter to protect the City's public water and/or Recycled Water system;
  - 3. Signage that state law and the California Department of Public Health's rules and regulations require;
  - 4. Cross connection control in accordance with Titles 17 and 22 of the California Code of Regulations;
  - 5. Any other requirements the Director determines are necessary to protect public health.

- iii. **Plumbing Permit.** A project applicant shall obtain from the **Department of Building Inspection** an appropriate plumbing permit and any other building or installation permit required to construct, install, and/or alter an Alternate Water Source System. Each parcel within a District shall obtain appropriate plumbing and any other building or installation permits required.
- iv. **Encroachment Permit.** A project applicant shall obtain from the **Department of Public Works** appropriate authorization for placement of any pipelines or other portions of an Alternate Water Source System within the public right-of-way.
- v. **Construction Certification Letter.** Project applicants shall certify to the Director that Alternate Water Source System construction is complete and consistent with the approved Nonpotable Water Engineering Report in accordance with the provisions of this ordinance and any implementing rules and regulations. City departments may not approve or issue a First Certificate of Occupancy or approval for any Alternate Water Source System until the Director has reviewed and verified the Construction Certificate Letter.

**(e) Fees.**

- i. The non-refundable application fees for Alternate Water Source System permits are:

- 1. Rainwater: \$
- 2. NSF 350 systems: \$
- 3. Foundation Drainage: \$
- 4. Graywater: \$
- 5. Blackwater: \$
- 6. Transfer of any permit: \$
- 7. District Scale, the applicable amount above, plus: \$ per hour for plan review and/or onsite inspection

- ii. The fees set forth in this Section 4.2.D.3(e) may be adjusted each year, without further action by the City Council.

**Not later than April 1**, the Director shall report to the Controller the revenues generated by the fees for the prior fiscal year and the prior fiscal year's costs of operation, as well as any other information that the Controller determines appropriate to the performance of the duties set forth in this **Section 2.2.D.**

**Not later than May 15**, the Controller shall determine whether the current fees produce, or are projected to produce, revenues sufficient to support the costs of providing the services for which the fees are assessed and that the fees will not

produce revenue that exceeds the reasonable costs of providing the services for which the fees are assessed.

The Controller shall if necessary, adjust the fees upward or downward for the upcoming fiscal year as appropriate to ensure that the program recovers the costs of operation without producing revenue that exceeds the reasonable costs of providing the services for which the fees are assessed. The adjusted rates shall become operative on **July 1**.

4. **Operating Requirements.** When the Director determines the applicant has satisfied all the requirements of this **Section 2.2.D**, the Director may issue an operations permit for an Alternate Water Source System. Permittees shall timely submit all water quality monitoring information required by the provisions of this ordinance and the rules and regulations of California Department of Public Health and the California State Water Resources Control Board. Permittees shall conduct ongoing backflow prevention and cross connection testing in accordance with this ordinance, the rules and regulations of the California Department of Public Health and California State Water Resources Control Board, and all applicable local, state, and federal laws.
5. **Nonpotable Water Use Audits.** When required by the Director, the Permittee or property owner shall conduct a Nonpotable Water use audit describing the extent of Nonpotable Water use in accordance with the requirements provided by the Director.
6. **Sale or Transfer.** Permittees shall notify the Director of any intent to sell or transfer the building or facility containing an Alternate Water Source System within thirty (30) days following the sale or transfer of property, in accordance with regulations adopted by the Director.
7. **Inspection and Notices of Violation.** The Director may inspect any Alternate Water Source System subject to the requirements of this **Section 2.2.D** to determine compliance with the provisions of this ordinance and applicable regulations.
8. **Violation and Penalties.** Any Permittee or person otherwise subject to the requirements of this **Section 2.2.D** who violates any provision of this **Section 2.2.D** or any applicable rule or regulation shall be subject to enforcement of relevant administrative penalties. The Director may impose administrative penalties and may pursue any other legal remedies for such violations.
9. **Revocation and Suspension of Permit.** The Director may order a Permittee to cease operation of an Alternate Water Source System, may revoke or suspend the permit to operate, and/or may terminate the operation of, and modify to render inoperable an Alternate Water Source System, if the Director determines that:
  - (a) The manager, operator, or any employee has violated any provision of this **Section 2.2.D** or any regulation issued pursuant to this **Section 2.2.D**;
  - (b) The Alternate Water Source System is being operated or maintained in a manner threatening the public health or health of patrons and/or residents;



- (c) The owner or operator has refused to allow any duly authorized City official to inspect the premises or the operations of the Alternate Water Source System; or
- (d) The California State Water Resources Control Board has directed such action.

**10. Exceptions.**

- (a) Additions that use any part of the existing plumbing piping system are exempted from this **Section 2.2.D.**
- (b) Alterations that do not include replacing all of the potable water piping are exempted from this **Section 2.2.D.**
- (c) Mental hospitals or other facilities operated by a public agency for the treatment of persons with mental disorders are exempted from this **Section 2.2.D.**
- (d) Where Recycled Water quality has been deemed unsuitable by the Director for a particular fixture or equipment, the fixture and/or equipment shall be dual-plumbed for future connection.

**{CODE SECTION} 2.3. REQUIREMENTS FOR COMMERCIAL FACILITIES.**

**A. Use of Manually Operated Toilets in Commercial Facilities.** Toilets and urinals in commercial facilities shall not have sensor or automatic flush valves and instead shall have manually operated flush mechanisms.

**B. Use of Manually Operated Faucets in Commercial Facilities.** Faucets in commercial facilities shall not have automatic sensors installed and instead shall have manually operated handles, which may include metering faucets.

**1. Exceptions.** Hospitals and airports are exempted from this **Section 2.3.B.**

**C. Water Efficiency in Commercial Kitchens.** All new and replacement commercial dishwashers, food steamers, combination ovens, and food waste pulping systems must comply with water efficiency standards as defined in the 2019 California Green Building Standards Code, Part 11, Section A5.303.3 – Appliances and fixtures for commercial application. These standards are mandatory for the purposes of this provision.

**{CODE SECTION} 2.4. REQUIREMENTS RELATED TO SALE AND INSTALLATION OF COMPLIANT FIXTURES AND FITTINGS.**

**A. Retail Establishments Selling Compliant Fixtures and Fittings.** All stores, outlets and other retail establishments shall only offer for sale plumbing fixtures and fittings that are in compliance with California appliance water efficiency standards. Model numbers of plumbing fixtures and fittings offered for sale must be listed in the California Energy Commission Appliance Efficiency Database.

**B. Plumbers, Contractors, and Service Providers Installing Compliant Fixtures and Fittings.**

All plumbers, contractors, and other service providers shall not install any plumbing fixtures or other devices that are not in compliance with California appliance water efficiency standards. Model numbers of plumbing fixtures and fittings installed by plumbers, contractors, and service providers must be listed in the California Energy Commission Appliance Efficiency Database.

**{CODE SECTION} 2.5. REQUIREMENTS RELATED TO LANDSCAPE IRRIGATION AND POOL AND SPA COVERS FOR RESIDENTIAL AND NONRESIDENTIAL PROPERTIES.**

Requirements in this provision may be addressed in [Water Efficient Landscape Ordinance adopted by jurisdiction]. In any instances of conflicting requirements, the more stringent requirement shall prevail. *(Jurisdictions may wish to edit this provision prior to adoption to more closely align with the specific Water Efficient Landscape Ordinance adopted by jurisdiction.)*

**A. Water Meters for Landscape Irrigation.** A landscape water meter shall be installed for landscape irrigation for the following:

1. When required by the California Department of Water Resources Model Water Efficient Landscape Ordinance or local water efficient landscape ordinance;
2. Additions and alterations, with a valuation of \$200,000 or more, where the entire potable water system is replaced, including all underground piping to the existing meter; and
3. Landscaped areas shall have flow sensors or hydrometers, regardless of being metered separately.

**B. Irrigation Controllers.** In new construction or building additions or alterations with over 500 square feet of cumulative landscaped area, install irrigation controllers and sensors which include the following criteria:

1. Controllers shall be weather- or soil moisture-based controllers that automatically adjust irrigation in response to changes in plants' needs as weather conditions change.
2. Weather-based controllers without integral rain sensors or communication systems that account for local rainfall shall have a separate wired or wireless rain sensor that connects or communicates with the controller(s). Soil moisture-based controllers are not required to have rain sensor input.
3. **Exception.** For new residential construction, manual irrigation is also permitted.

**C. Irrigation System.** In landscaped areas, irrigation nozzles shall have a maximum precipitation rate of one inch per hour.

**D. Irrigation Audits.** For newly constructed landscaped areas, the local agency shall administer an irrigation audit to verify that the irrigation system complies with regulations, as well as to identify potential deficiencies and assure that corrections have been made. If corrections are needed, these must be addressed prior to approval of the new construction.

E. **Swimming Pool and Spa Covers.** Swimming pools and spas must be in compliance with the 2019 Building Energy Efficiency Standards for Part 6 of Title 24 of the California Code of Regulations Section 110.4. For Single-family Residential dwellings, any permanently installed outdoor in-ground swimming pool or spa not covered by the scope of the 2019 Building Energy Efficiency Standards for Part 6 of Title 24 of the California Code of Regulations Section 110.4, including any swimming pool or spa that is non-heated or has electric resistance heating deriving at least 60 percent of the annual heating energy from site solar energy or recovered energy, shall be equipped with a cover having a manual or power-operated reel system.

1. **Exceptions.**

(a). For irregular-shaped swimming pools and spas not covered by the scope of the 2019 Building Energy Efficiency Standards for Part 6 of Title 24 of the California Code of Regulations Section 110.4, including any swimming pool or spa that is non-heated or has electric resistance heating deriving at least 60 percent of the annual heating energy from site solar energy or recovered energy, for which it is infeasible to cover 100 percent of the swimming pool or spa with a reel system due to its irregular shape, other types of covers may be allowed as determined by the Director.

(b). Additions or alterations to existing swimming pools and spas not covered by the scope of the 2019 Building Energy Efficiency Standards for Part 6 of Title 24 of the California Code of Regulations Section 110.4, including any swimming pool or spa that is non-heated or has electric resistance heating deriving at least 60 percent of the annual heating energy from site solar energy or recovered energy, with a valuation not exceeding \$25,000 are exempted from this **Section 2.5.E.**

SECTION 4. SEVERABILITY. If any portion of this Ordinance is held to be invalid or inapplicable to any situation by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance or the applicability of this Ordinance to other situations.

SECTION 5. EFFECTIVE DATE. This Ordinance and the rules, regulations, provisions, requirements, orders, and matters established and adopted hereby shall take effect and be in full force and effect **from and after the expiration of ninety (90) days after the date of its adoption.**

SECTION 6. POSTING AND PUBLICATION. The City Clerk is hereby directed to publish this ordinance pursuant to §36933 of the Government Code.

**THE FOREGOING ORDINANCE WAS INTRODUCED AT A MEETING OF THE CITY COUNCIL HELD ON THE [ ] DAY OF [MONTH YEAR] AND WAS FINALLY ADOPTED AT A MEETING OF THE CITY COUNCIL HELD ON THE [ ] DAY OF [MONTH YEAR], AND SAID ORDINANCE WAS DULY PASSED AND ADOPTED IN ACCORDANCE WITH LAW BY THE FOLLOWING VOTE:**

**AYES: COUNCIL MEMBERS:**

**NOES: COUNCIL MEMBERS:**

**ABSTAIN: COUNCIL MEMBERS:**

**ABSENT: COUNCIL MEMBERS:**

**APPROVED:**

**DATE:**

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**NAME, Title**

**ATTEST:**

**DATE:**

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**NAME, Title**

EXHIBIT A

EXPRESS FINDINGS FOR LOCAL AMENDMENTS OF BUILDING STANDARDS

Section 1.1.8 of Part 2 of Title 24 of the California Code of Regulations (California Building Standards Code) and Sections 17958 and 18941.5 of the California Health and Safety Code provide that any city, county, or city and county may make more restrictive amendments to the provisions of Title 24 of the California Code of Regulations. Sections 17958.5 and 17958.7 of the California Health and Safety Code require that for each proposed local amendment to the provisions of Title 24 of the California Code of Regulations, the local governing body must make an express finding supporting its determination that each such local amendment is reasonably necessary because of local climatic, geological, or topographical conditions. Section 101.7.1 of Part 11 of Title 24 of the California Code of Regulations, known as the California Green Building Standards Code, provides that local climatic, geological, or topographical conditions include environmental conditions as established by the city, county, or city and county.

Pursuant to Sections 17958.5 and 17958.7 of the California Health and Safety Code, the following tables summarize the provisions of the 2019 California Building Standards Code in Title 24 of the California Code of Regulations being amended by the Ordinance and the findings providing justification for each amendment.

Section of Ordinance Making Amendment	Section of CA Code Being Amended	Title	Add, Delete, or Amend?	Justification (see below for key)
{CODE SECTION} 2.1A	110.3(c) of Part 6 of Title 24	Mandatory Requirements for Service Water-Heating Systems and Equipment	Add	C

**Key to Justification for Amendments to Title 24 of the California Code of Regulations**

C	This amendment is justified on the basis of a local <b>climatic</b> condition. Risks such as climate change and drought could negatively affect water supply reliability in Santa Clara County. Santa Clara County is characterized by a dry climate and experiences the effects of drought and the benefits of saving water more intensely than some other communities in California. Santa Clara County’s vulnerabilities to climate change include increases in seasonal irrigation demands, a decrease in imported water supplies as a result of reduced snow pack and a shift in the timing of runoff, more frequent and severe droughts, changes in surface water quality associated with changes in flows and temperature, and
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	<p>changes in imported water quality due to salinity intrusion in the delta. Temperature projections for the Bay Area show an expected increase in the frequency and intensity of heat waves that could result in a decrease in water supply and/or changes in water demands. Precipitation for the beginning of 2018 was 60% of average levels at the San Jose Index Station and significantly lower than that of the Santa Cruz Mountains, the Diablo Range and South County, with snow water equivalent for the Northern Sierra falling well below normal. It is necessary to maximize water efficiency and reduce the waste and unnecessary use of potable water in order to help ensure that water supply is capable of reliably satisfying demand while withstanding the potential and expected future drought conditions in Santa Clara County.</p>
G	This amendment is justified on the basis of a local <b><u>geological</u></b> condition.
T	This amendment is justified on the basis of a local <b><u>topographical</u></b> condition.

## MODEL WATER EFFICIENCY ORDINANCE FILING INSTRUCTIONS

### OVERVIEW:

In order to comply with certain requirements governed by the California Building Standards Commission (“CBSC”) and the California Energy Commission (“CEC”), certain administrative steps must be taken subsequent to the adoption of **Ordinance No. XXXX (“Ordinance”)**, An Ordinance of the City Council of the **City of []** Adding a New **Chapter []** (Water Efficient New Development) to **Title []** of the **City of []** Municipal Code Related to Requirements for New Development that Promote Water Use Efficiency and the Development of Alternate Sources of Water Supply, establishing rules and regulations to help ensure that new development is poised to be water efficient in order to extend the City’s water supplies.

Requirements in the Single-Family Residential Water Waste Reduction when Heating Water section of the Ordinance make more restrictive amendments to certain provisions of Title 24 of the California Code of Regulations (“California Building Standards Code”). More specifically, these amendments are to certain provisions of Part 6 of Title 24 of the California Code of Regulations (“California Building Energy Efficiency Standards”). Section 1.1.8 of Part 2 of Title 24 of the California Code of Regulations and Sections 17958 and 18941.5 of the California Health and Safety Code provide that any city, county, or city and county may make more restrictive amendments to the provisions of the California Building Standards Code. Section 25402.1(h)2 of the California Public Resources Code and Section 10-106 of Part 6 of Title 24 of the California Code of Regulations provide that local government agencies may adopt and enforce energy standards for newly constructed buildings, additions, alterations, and repairs to existing buildings, provided the standards are cost-effective and will require the buildings to be designed to consume no more energy than permitted by the Building Energy Efficiency Standards. Local amendments to the California Building Standards Code are subject to certain requirements governed by the CBSC, and local amendments to the California Building Energy Efficiency Standards are subject to certain requirements governed by the CEC.<sup>1,2</sup> Key elements of these requirements are discussed below.

Sections 17958.5 and 17958.7 of the California Health and Safety Code require that for each proposed local amendment to the provisions of the California Building Standards Code, the local governing body must make an express finding supporting its determination that each such local amendment is reasonably necessary because of local climatic, geological, or topographical conditions. Section 101.7.1 of Part 11 of Title 24 of the California Code of Regulations, known as the California Green Building Standards Code, provides that local climatic, geological, or topographical conditions include environmental conditions established by the city, county, or city and county. **Pursuant to Sections 17958.5 and 17958.7 of the California Health and Safety Code, the provisions of the California Building Standards Code in Title 24 of the California Code of Regulations being amended and the respective express findings applicable to each amendment are summarized in and attached to the Ordinance as Exhibit A (Express Findings for Local Amendments of Building Standards).**

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<sup>1</sup> <http://www.bsc.ca.gov/Rulemaking/LocalCodeOrdinances.aspx>

<sup>2</sup> <https://www.energy.ca.gov/title24/2016standards/ordinances/>

Local amendments to the California Building Standards Code are not effective until copies of the amendment documents meeting all document filing requirements have been filed with the CBSC. Additionally, the CEC review and approval process involves posting an adopted ordinance for public comment for sixty (60) days followed by approval at a CEC Business Meeting. After adoption of the Ordinance, the City shall file the required amendment documents and follow the required approval processes with the CBSC and CEC in accordance with each agency's respective requirements.

The model water efficiency ordinance and accompanying cost-effectiveness analysis upon which this Ordinance is based and to which this Ordinance is substantially similar were developed with informal input from staff of both the CBSC and the CEC in anticipation of each agency's respective requirements and in order to preemptively identify any potential barriers to approval, of which none were identified. The cost-effectiveness analysis found that the energy standards in the model water efficiency ordinance relevant to the CBSC and the CEC are cost-effective and require buildings to be designed to consume no more energy than permitted by Part 6 of Title 24 of the California Code of Regulations, and the Ordinance includes the required language stating this finding.

#### SPECIFIC FILING INSTRUCTIONS:

##### **CBSC**

Detailed information regarding CBSC requirements for local amendments to building standards is located at the web address listed above in Footnote 1 and also in the CBSC publication, Guide for Local Amendments of Building Standards, available online. The following is an excerpt from that document relevant to the filing requirements for this Ordinance:

#### “1. Local Amendments under the California Building Standards Law:

Authority: Health and Safety Code Sections 18941.5, with reference to HSC Section 17958.7, allows for more restrictive local amendments that are reasonably necessary because of local climatic, geological, or topographical conditions. Section 101.7.1 of Part 11 of Title 24, known as the California Green Building Standards Code, provides that local climatic, geological, or topographical conditions include environmental conditions established by the city, county, or city and county.

[References: HSC 18941.5, 17958.5, and 17958.7 available in Appendix 1 and CBC 1.1.8 and 1.8.6 available in Appendix 2.]

Amendment Application: Amendments to Title 24 made under the authority of HSC 18941.5 may apply to any building, or building feature, that is not otherwise subject to another state law listed herein. For example, amendments for residential buildings, historic buildings, and energy conservation are among the subjects of other state laws and may not be subject to an amendment made under the authority of HSC 18941.5.

Document Requirements: Documents must be expressly marked to clearly identify or demonstrate the following:



- The state law providing the authority for the amendment(s).
- The Title 24 section being amended. The amendments should be discernable from the text of Title 24 not being amended.
- Amendments must be more restrictive building standards, including green building standards, than the building standards provided in Title 24.
- The amendment documentation must clearly show that the local governing body made an express finding that amendments to the building standards in Title 24, including green building standards, are reasonably necessary because of local climatic, geological, or topographical conditions. Each amendment must meet these requirements.

Filing Requirements: Local amendments are not effective until copies of the amendment documents meeting the requirements have been filed with the CBSC. Address amendment documents to:

California Building Standards Commission  
 2525 Natomas Park Drive, Suite 130  
 Sacramento, CA 95833-2936

Or, submit an electronic searchable PDF (Portable Document Format) via the following email address: [ordinancefilings@dgs.ca.gov](mailto:ordinancefilings@dgs.ca.gov), provided the documents include the ordinance identification and signature of the governing body officials.

The CBSC will acknowledge receipt of amendment documents and review findings in writing. Local amendments accepted for filing will be made available to the public on the CBSC website.”

Based on the above instructions, City staff should prepare and submit, by mail or email, a letter to the CBSC to file the amendment documents and should include a signed copy of the Ordinance, the accompanying Staff Report (which should be based on the Background Document and thus include the necessary information on the state law providing the authority for the amendment(s)), and the accompanying Cost-Effectiveness Report. For an example of the form and content for this filing letter, City staff can view current ordinances on file on the CBSC website or work with a consultant as needed. Once the CBSC reviews the filing submission and determines that the requirements have been met, they will issue a letter to the City attesting that the code modification is “accepted for filing and enforceable”. It should be noted that this review is not intended to evaluate the merit of the code modification or express findings but rather to attest only to the satisfaction of the cited law for filing of local code amendment supported by an express finding with the CBSC.

## CEC

Detailed information regarding CEC requirements for local amendments to building standards is located at the web address listed above in Footnote 2. The following is an excerpt from that webpage relevant to the filing requirements for this Ordinance:

“Local jurisdictions wishing to enforce locally adopted energy standards must submit an application with the following materials to the Executive Director: (1) the proposed energy standards, (2) the local jurisdiction’s findings and supporting analyses on the energy savings and cost effectiveness of the proposed energy standards, (3) a statement or finding by the local jurisdiction that the local energy standards will require buildings to be designed to consume no more energy than permitted by Part 6, and (4) any findings, determinations, declarations or reports, including any negative declaration or environmental impact report, required pursuant to the California Environmental Quality Act.

Local jurisdictions are required to apply to the Energy Commission for approval, documenting the supporting analysis for how the local government has determined that their proposed Standards will save more energy than the current statewide Standards and the basis of the local government’s determination that the local standards are cost-effective. Once the Energy Commission staff has verified that the local standards will require buildings to use no more energy than the current statewide Standards and that the documentation and 60-day public comment period requirements in Section 10-106 are met, the application is brought before the full Energy Commission for approval.

For questions regarding Local Ordinances or about applications for a local ordinance to exceed the 2016 Standards, contact:

Ingrid Neumann  
California Energy Commission  
1516 9th Street, MS-37  
Sacramento, CA 95814  
[Ingrid.Neumann@energy.ca.gov](mailto:Ingrid.Neumann@energy.ca.gov)

For questions regarding enforcement of Local Ordinances, contact:

Joe Loyer  
California Energy Commission  
1516 9th Street, MS-26  
Sacramento, CA 95814  
[Joe.Loyer@energy.ca.gov](mailto:Joe.Loyer@energy.ca.gov)”

Based on the above instructions, the text of the Ordinance and Staff Report / Background Document should already contain the required elements. Additionally, City staff should prepare and submit, by mail, a letter to the attention of the Executive Director of the CEC, currently Mr. Drew Bohan, to file the amendment documents and should include a signed copy of the Ordinance, the accompanying Staff Report (which should be based on the Background Document and thus include the necessary information on the state law providing the authority for the amendment(s)), and the accompanying Cost-Effectiveness Report. For an example of the form and content for this filing letter, City staff can view current ordinances on file on the CEC website or work with a consultant as needed. Once the CEC reviews the filing submission and determines that the requirements have been met and once the 60-day public comment period is complete, the full Energy Commission will vote on its approval at a Business Meeting.

As this process could take 90 days, the effective date of the Ordinance should be set at approximately 90 days after adoption. Similarly, if a January 1, 2020 effective date is desired, the Ordinance should be adopted by the end of September 2019.