



CITY OF BEVERLY HILLS
PUBLIC WORKS & TRANSPORTATION
MEMORANDUM

TO: PUBLIC WORKS COMMISSION
FROM: Chris Theisen, Assistant Director of Public Works & Transportation
DATE: December 13, 2012
SUBJECT: OUTSTANDING ACTION ITEMS FROM PREVIOUS MEETINGS

An updated version of the document titled *Outstanding Action Items From Past Meetings* is attached for your review and discussion. Items that were completed at the most recent Public Works Commission meeting contain "Close" in the **Projected Completion** column. Items that were completed prior to that are no longer shown. Any items added at the most recent Public Works Commission meeting have been added to the end of the list.

**Outstanding Action Items From Past Meetings
Public Works Commission**

Item No.	Meeting Date	Action Item Description	Status	Projected Completion
2	March 8, 2012	Send a picture of a CNG truck to the BH Courier.	This will be accomplished in conjunction with the grand opening of the CNG station.	January 2013
3	April 12, 2012	Give an update on the redesign of water bills.	This will be undertaken only after the City implements its new Finance System.	July 2013
4	May 10, 2012	Give update in 6 months as to the Smart Manhole covers project.	The covers are currently being installed, and completion is expected by October 4th. An update will be given in another six months.	April 2013
6	June 12, 2012	Provide outreach/education of recycling, including a program for commissioners to speak at schools (staff to develop new contact).	Video is in production and will run on regular broadcast schedule. The school presentations are still being investigated.	Ongoing
9	July 12, 2012	Prepare and present a cost/benefit analysis of City-wide bin replacement	This analysis by staff is ongoing, but an update will be provided at the December 2012 meeting.	February 2013
16	September 11, 2012	Ask Communications and Marketing to place "We Recycle" ads in both papers and place posters in the public garages	Staff will report on this at the meeting.	June 2013
18	September 11, 2012	Request a presentation from the Communications and Marketing group regarding use of social media	Ms. Huma Ahmed, Community Outreach Manager, will present at the November 8 meeting	CLOSE
19	October 2, 2012	Contact the City Attorney's Office for a response to how to handle the complaint about star maps racks. Can the ordinance be amended?	This discussion will continue at the December 2012 meeting.	December 13, 2013
20	October 2, 2012	Provide an update to the Commission at the November meeting regarding progress on the star maps rack issue.	Staff will report on this at the meeting.	CLOSE
21	October 2, 2012	Contact the City tree trimmers regarding damage they are doing to City infrastructure in the public right-of-way.	Staff will report on this at the meeting.	CLOSE
22	October 2, 2012	Request the Maintenance Operations Manager to present information regarding sidewalk maintenance to the Commission.	This has been placed on the agenda.	CLOSE
23	November 8, 2012	Develop a plan to encourage residents to request sidewalk repairs.	Staff will report on this at the meeting.	December 13, 2013
25	November 8, 2012	Add an hour glass and a "remember me" button to the Water Tracker.	Staff will report on this at the meeting.	December 13, 2013
26	November 8, 2012	Add use of social media and community outreach to next month's agenda.	Staff will report on this at the meeting.	December 13, 2013
27	November 8, 2012	Notify Commissioner Shooshani when the sewer liner project begins.	Mr. Tristan Malabanan will contact Commissioner Shooshani and arrange a site visit once the lining begins.	February 2013