



**CITY OF BEVERLY HILLS**  
**PUBLIC WORKS & TRANSPORTATION**  
**MEMORANDUM**

**TO:** PUBLIC WORKS COMMISSION  
**FROM:** Chris Theisen, Assistant Director of Public Works & Transportation  
**DATE:** April 11, 2013  
**SUBJECT:** OUTSTANDING ACTION ITEMS FROM PREVIOUS MEETINGS

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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**

<b>Item No.</b>	<b>Meeting Date</b>	<b>Action Item Description</b>	<b>Status</b>	<b>Projected Completion</b>
2	March 8, 2012	Send a picture of a CNG truck to the BH Courier.	Press release was issued.	CLOSE
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.	Staff is proposing withdrawal of the Smart Manhole initiative since it does not appear cost effective.	CLOSE
6	June 12, 2012	Provide outreach/education of recycling, including a program for commissioners to speak at schools (staff to develop new contact).	The video will be presented at the meeting. The date for the school presentations needs to be .	April 11, 2013
9	July 12, 2012	Prepare and present a cost/benefit analysis of City-wide bin replacement. Investigate low-cost methods to distribute recycling labels.	Staff to share preliminary project scope at the meeting.	April 11, 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 is finalizing image after which posters and ads will be created for placement in the public garages and papers.	May 2013
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?	Lolly Enriquez, Assistant City Attorney, was present at the February 14 meeting.	CLOSE
23	November 8, 2012	Develop a plan to encourage residents to request sidewalk repairs.	Artwork is in design phase for Public Service Announcement encouraging residents to contact the City utilizing "Ask Bev" to report damaged infrastructure in the public right-of-way.	CLOSE
25	November 8, 2012	Add an hour glass and a "remember me" button to the Water Tracker.	Staff to showcase completed changes at the meeting.	April 11, 2013
26	November 8, 2012	Add use of social media and community outreach to next month's agenda.	Chair Pressman asked that this item be retained on this sheet in case any Commissioner had additional ideas.	April 11, 2013
27	November 8, 2012	Notify Commissioner Shooshani when the sewer liner project begins.	Commissioners Shooshani and Weinglass have been invited to witness a sewer main lining.	CLOSE
28	December 13, 2012	Schedule a presentation by Alan Schneider, Director of Project Administration, regarding solar panels installations on City buildings.	Mr. Schneider presented this at the February 14 meeting.	CLOSE
29	December 13, 2012	Include a discussion of the \$1.8 Million loan from Solid Waste to Clean Water on the next City Council/Public Works Commission Liaison meeting.	Staff is still resolving the leak detection interim and short term solutions and the Appeals Board prior to scheduling the meeting.	July 2013

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30	December 13, 2012	Ask the City Attorney's Office about requirements we can make regarding contractors' clothing.	This items was presented at the February 14 meeting.	CLOSE
31	February 14, 2012	Provide information regarding complaints about green waste being dumped in the alleys.	Additional green waste containers have been distributed in affected alleys.	April 11, 2013
32	February 14, 2012	Report the linear feet of sewers in the City still to be lined.	Staff to provide update at the March meeting.	April 11, 2013
33	February 14, 2012	Provide additional information regarding the consultant selection process for the Pavement Management Program.	Staff will report on this at the meeting.	April 11, 2013
34	February 14, 2012	Contact an attorney that Commissioner Weinglass had spoken with about possible tours in the City of Burbank of some energy efficient infrastructure that had been installed there.	Staff will report on this at the meeting.	April 11, 2013