



CITY OF BEVERLY HILLS  
PUBLIC WORKS SERVICES  
MEMORANDUM

**TO:** PUBLIC WORKS COMMISSION  
**FROM:** Chris Theisen, Assistant Director of Public Works Services  
**DATE:** August 8, 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. Any information on the sheet which has been changed since the version transmitted in the previous meeting's agenda packet is shown in bold.

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

Item No.	Meeting Date	Action Item Description	Status	Projected Completion
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.	November 2013
6	June 12, 2012	Provide outreach/education of recycling, including a program for commissioners to speak at schools (staff to develop new contact).	Staff attended an outreach event at Hawthorne Elementary School partnering with the Los Angeles County's Environmental Defenders.	October 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.	August 2013
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.	City Manager's Office staff is working with Mayor Mirisch to identify the date for a PW Liaison meeting in which these issues: leak detection interim and short term solutions and the Appeals Board among others will be on the agenda.	August 2013
31	February 14, 2013	Provide information regarding complaints about green waste being dumped in the alleys.	Staff reported on this at the last meeting.	CLOSE
34	February 14, 2013	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.	Public Works staff is attempting to advance the date of the the Commission's tour of the Eco-campus to September/October 2013.	August 2013
35	April 11, 2013	Investigate the compatibility of the City's infrastructure with Zigbee smart meter technology.	Staff will report on this at a future meeting.	September 2013
39	June 13, 2013	Provide copies of the 2002 Black & Veatch Water Master Plan to the Commissioners.	Copies were provided before the last meeting.	CLOSE
40	June 13, 2013	What were the reasons and the scope for the reconstruction of the Coldwater Canyon Reservoir.	There was an informational memorandum from Anne Zaworski, Principal Engineer, in the last packet.	CLOSE
41	June 13, 2013	Detail how the City responds to a positive coliform sample.	Staff reported on this at the last meeting.	CLOSE
42	June 13, 2013	Should staff implement sampling directly from the reservoirs as part of the City's sampling procedure.	Staff reported on this at the last meeting.	CLOSE
43	June 13, 2013	Investigate the warranties and service contractors for the Solar Bees and their batteries and consider replacing batteries proactively.	Staff reported on this at the last meeting.	CLOSE
44	June 13, 2013	Is the warranty for the Coldwater Canyon Reservoir expired?	Construction warranties typically expire one year after construction completion. Coldwater was commissioned June 29, 2010.	CLOSE
45	June 13, 2013	Can the Water Tracker feature login be changed to a User ID and Password system instead of the account number, since that is too hard to remember for logging in remotely?	Staff will report on this at a future meeting.	August 2013
46	July 11, 2013	The Commission should be supplied a copy of any future citation or penalty received by the department. Any information that will be provided to the public regarding department business should be provided to the Commission ahead of time, preferably, in time for discussion at a meeting.	Ongoing	Ongoing