



**CITY OF BEVERLY HILLS**  
**City Hall Room 280-A**  
**455 N. Rexford Drive**  
**Beverly Hills, CA 90210**  
**MINUTES**

**PUBLIC WORKS COMMISSION REGULAR MEETING**

September 12, 2013  
8:30 a.m.

The meeting was called to order at 8:35 a.m.

**A. ROLL CALL**

Commissioners Present: Foldvary, Shooshani, Weinglass, Shalowitz and Pressman  
Commissioners Absent: None  
Staff: M. Aluzri, G. Chavez, D. Lightner, C. Theisen, T. Rhay, M. Cuneo, K. Watson, J. Burnley, D. Cartagena, C. Burnley, D. Hillyer, R. Acaba,

**B. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Commissioner Foldvary

**C. COMMISSION MINUTES**

Consideration of the Minutes of the Regular meeting of August 8, 2013.  
MOTION by Vice Chair Shalowitz, SECONDED by Commissioner Foldvary to approve the minutes of the Regular meeting of August 8, 2013 with noted corrections.  
Ayes: Foldvary, Shooshani, Shalowitz, Weinglass and Pressman  
Noes:  
Abstentions: None  
Absent: None  
CARRIED 5/0

**D. ORAL COMMUNICATIONS FROM THE AUDIENCE**

None

**E. REPORT FROM THE CHAIRPERSON**

*Mayor's Cabinet Meeting* – Chair Pressman stated Vice Chair Shalowitz attended the September Mayor's Cabinet meeting and that minutes from the meeting are available on the City's website.

**F. CONTINUED AND NEW BUSINESS**

*Overview of the Reorganization of the Public Works & Transportation Department* – Assistant City Manager, Mahdi Aluzri, gave the Commission an overview on the reorganization of the Public Works & Transportation Department stating that after an assessment of the Public Works & Transportation department, the following changes were made:

Public Works Services Department

Department Head: Director of Public Works Services, George Chavez,  
Divisions: Utilities, Infrastructure Maintenance, Parking Operations Services, Customer Services and Administration

Capital Assets Department

Department Head: Deputy City Manager/Director of Capital Assets, David Lightner  
Divisions: Property Management, Project Administration and Civil Engineering

Transportation Division will now be part of Community Development Department.

Mr. Aluzri answered Commissioner's questions stating there would be a \$10,000 savings to the City and that Capital Assets would remain under the purview of the Public Works Commission. He added that the changes would be approved according to Municipal Code regulations on October 10, 2013.

The Commission expressed their frustration regarding the delay in implementing a new utility bill and that it has been held off until the new finance billing system is implemented. Staff will add this topic to the agenda of the next City Council/Public Works Commission Liaison Committee meeting.

(Staff Action Item)

Chair Pressman asked Vice Chair Shalowitz and Commissioner Weinglass to be part of an Ad Hoc Committee that will meet with Administrative Services staff in the design of the new utility bill.

*Introduction of New Staff Members in the Public Works Services Department and the Capital Assets Department* – Director of Public Works Services Department, George Chavez, introduced himself to the Commission stating he has worked for the City for approximately 24 years with his last position being the Assistant Director of Community Development. He told the Commission his primary goal is to improve communication with staff, the Commission, City Council, regulatory partners and the community. Mr. Chavez also said another important issue to him is completing tasks in a timely manner and customer satisfaction in services Public Works provides to the community as well as internal services to other departments.

Deputy City Manager/Director of Capital Assets, David Lightner, shared his career background, which consists of degrees in architecture and business administration. Mr. Lightner has worked for the City for 25 years, in Planning, Economic Development, and as Deputy City Manager. Mr. Lightner stated he will continue his role as Deputy City Manager while also heading the Capital Assets Department.

Mr. Lightner stated that the Capital Assets Department will consist of Project Administration, headed by Alan Schneider, Property Management, led by Brenda Lavender, and Civil Engineering, led by Mark Cuneo. Mr. Lightner stated that Mr. Cuneo, will be attending future Public Works Commission meetings to provide updates to Capital Improvement Projects.

Utilities Manager, Trish Rhay, stated she relocated here from Seattle, Washington. She has a degree in Civil Engineering, and she worked for Seattle Public Utilities for 19 years, first as an Associate Civil Engineer and then as Business Unit Director for Drainage and Wastewater. Commissioner Weinglass expressed his concern with the stormwater issue. Ms. Rhay agreed that Beverly Hills is facing many challenges with an upcoming dynamic growth in regulations as well as a higher demand on resources. Ms. Rhay added she is working with the greater Los Angeles area as co-permittees developing a Watershed Management Plan.

Water Quality Specialist, David Hillyer, introduced himself to the Commission saying he was appointed to the position in July 2013 and had worked previously as a Beverly Hills Water System Worker III and as a Water Superintendent in Altadena, CA. Mr. Hillyer stated he will be overseeing all reports to the California Department of Public Health.

Presentation of the City's Sidewalk Repair Efforts – City Engineer Mark Cuneo and Maintenance Operations Manager Fred Simonson gave the Commission a presentation on the City's sidewalk repair efforts, including the project's scope of work, schedule, and budget.

City of Beverly Hills Water Utility Public Health Goal Report – Utilities Manager Trish Rhay stated that the California Health and Safety Code requires water utilities to prepare a Public Health Goal report every three years in addition to the annual Consumer Confidence Report. A public hearing is also required to accept and respond to public comment on the document. This public hearing is scheduled for the September 24, 2013 formal City Council meeting.

The Commissioners asked that the monthly Water Quality reports submitted to CDPH be supplied to the Commission. Staff will include copies of these reports with the meeting packet monthly as an informational item.  
(Staff Action Item)

Update of the City Plastic Bag Ordinance – Senior Management Analyst Daniel Cartagena gave the Commission an update on the City's Plastic Bag Ordinance. He gave the background of this ordinance, stating that Mayor Mirisch had requested a presentation on a plastic bag ban in October of 2011. In November of 2011, City Council recommended staff perform a survey of retail commercial businesses. In March of 2013, the City conducted that survey but, unfortunately, business participation in the survey was poor, with the City only receiving 36 completed surveys. As a result, staff has initiated a direct call approach to survey key businesses. The survey could be completed in the next few weeks. Staff would be updating City Council next month and will seek direction on how to proceed.

The Commission discussed whether, given that most other agencies had acted on this issue already, the City should just save money by adopting the County of Los Angeles Ordinance.

MOTION Vice Chair Shalowitz, SECONDED by Commissioner Shooshani to suggest to the City Council that the survey on the plastic bag ban has run its course and requesting City Council to consider adopting an ordinance similar to that of Los Angeles County.

Ayes: Foldvary, Shooshani, Weinglass, Shalowitz, and Pressman

Noes:

Abstentions: None

Absent:

CARRIED 5/0

Capital Improvement Program Projects Under Public Works Management – Commissioner Weinglass noted that the sewer lining project is continuing without any issues.

Chair Pressman reminded staff that he and Commissioner Foldvary desired to have continued involvement in the street paving project, and he asked Mr. Cuneo to meet with him after the meeting to discuss further involvement.

In reviewing Project 553, Storm Drain Compliance, Chair Pressman was prompted to remind staff how interested the Commission is in the NPDES permit issues associated with the Clean Water Enterprise.

Chair Pressman asked what was covered under Project 669, Water Meter Replacement. Mr. Theisen reminded the Commission that this was for the software that would replace Water Tracker, and that this was scheduled to be discussed with the City Council Liaisons at the next meeting. Chair Pressman asked that any information regarding this Triton software be provided to the Chair and Vice Chair prior to the Liaison Subcommittee meeting.

(Staff Action Item)

Chair Pressman asked if staff could add a column to the *CIP Projects Under Public Works Management* Documents to show which Commissioners are assigned to various projects.

(Staff Action Item)

Commissioner Shooshani inquired about the scope of Project 795, Water Treatment Plant. Mr. Watson explained that this project is to replace the damaged industrial waste line, among other items. Staff also mentioned that the DPH had asked for certain things to be included in the RFP that staff is contemplating. Chair Pressman asked if he could see the information that DPH wanted included in the RFP, and he wanted to see the RFP itself.

(Staff Action Item)

Chair Pressman asked that he and Vice Chair Shalowitz be assigned to Project 397, Water Master Plan.

Review of the Terms of the Current Public Works Commissioners – Chair Pressman reviewed the terms of the current Commissioners, noting that Commissioner Foldvary's term had actually expired already. However, until such time as a new Commissioner is named to replace him by the City Council, he remains on the Commission. Chair Pressman noted that the interviews of the candidates to replace Commissioners Foldvary and Shooshani were scheduled for September 23.

Chair Pressman asked to review the Resolution of the Public Works Commission of the City of Beverly Hills Establishing Rules of Procedure at a future meeting.

(Staff Action Item)

Rotation of the Public Works Commission Chair - Chair Pressman reviewed the pertinent sections of the City of Beverly Hills Municipal Code regarding the election of the Chair by other commissioners. He stated that Vice Chair Shalowitz has suggested that Chair Pressman remain as chair for another rotation. However, due to the code, he is only allowed to serve for another seven months.

MOTION BY Commissioner Weinglass for Chair Pressman to remain as Chair for another seven months. SECONDED by Vice Chair Shalowitz.

Ayes: Foldvary, Shooshani, Weinglass Shalowitz and Pressman

Noes:

Abstentions: None

Absent:

CARRIED 5/0

MOTION by Chair Pressman for Vice Chair Shalowitz to remain as Vice Chair for another seven months. SECONDED by Commissioner Weinglass.

Ayes: Foldvary, Shooshani, Weinglass Shalowitz and Pressman

Noes:  
Abstentions: None  
Absent:  
CARRIED 5/0

Chair Pressman also requested staff to pursue the possibility of modifying the code to remove the limitation of one year as chair in each of the two terms on the commission.  
(Staff Action Item)

*Presentation by the Ad Hoc Committee on Water Quality Issues* – Commissioner Foldvary stated that the City had received a communication from the California Department of Public Health (DPH) dated June 17, 2003, and that the City responded to DPH on July 30, 2013. Based on these items of correspondence, Chair Pressman had asked staff to remand this issue to the Ad Hoc Committee on Water Quality Issues, and a meeting took place with Commissioner Shooshani and Commissioner Foldvary and staff members Kevin Watson, Trish Rhay, and Chris Theisen.

The issue was that on September 9, 2013, the reverse osmosis treatment plant, which treats the City's ground water, had a violation of its permit conditions. Chlorine levels were not high enough in the output, among other things. Commissioner Foldvary discussed the various violations and the City's actions in response.

Commissioner Foldvary stated that the issues raised have been properly addressed by our Public Works Department and have been and will continue to be remedied. Going forward, he thinks things will be fine. The ultimate required effect of the notice will be that the water is up to standard, and these violations will not occur in the future.

Commissioner Foldvary stated that they would like to get these types of communications earlier. Chair Pressman reiterated this, as well, and reminded staff that the Commission wanted to be informed timely when something like this happens.

*Presentation of the Ad Hoc Committee on Reduced Dependence on Metropolitan* – Commissioner Shooshani initiated a meeting with UCLA Luskin Center Professor J.R. DeShazo to discuss the possibility of the City working with the Luskin Center to perform a feasibility study to assess opportunities to tap local water resources for beneficial use.

*Outstanding Action Items from Previous Meetings*

Update on status of outstanding action items from previous meetings.

3. **Give an update on the redesign of water bills** – Discussed elsewhere.
6. **Provide outreach/education of recycling, including a program for Commissioners to speak at schools** – Not discussed.
26. **Add use of social media and community outreach to next month's agenda** – Keep this on the list and Commissioners can bring back any ideas they have for this at the next meeting. – Not discussed.

29. **Schedule a meeting of the City Council/Public Works Commission Liaison –** Meeting scheduled for September 17<sup>th</sup>.
31. **Provide information regarding complaints about green waste being dumped in the alleys –** Not discussed.
34. **Investigate the possibility of touring the Eco-Campus housed at the City of Burbank –** Not discussed.
35. **Investigate the compatibility of the City’s infrastructure with Zigbee smart meter technology –** Staff will report on this at the October 2013 Meeting.
45. **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? –** Not discussed.
46. **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. –** Staff was instructed to be proactive in informing the Commission of relevant issues.
47. **Transmit the Commission’s Coliform report to the City Council and place the item on a future Study Session agenda so the Commission members can present it to the City Council. –** This report was transmitted to the City Council by email on August 8, 2013. The report has been placed on the September 24, 2013 Study Session Agenda.
48. **Provide additional information regarding the DriveCam pilot program. –** Not discussed.
49. **Present information regarding the sidewalk repair program. –** Staff gave a presentation.

Informational Item – National Preparedness Month and Resolve 2B Ready Campaign –  
Informational item only.

**G. COMMENTS BY COMMISSIONERS**

Chair Pressman asked that the Future Agenda Item Report (FAIR) be sent out once per month.

Commissioner Weinglass stated that he just returned from a trip to New Jersey and that the destruction from Hurricane Sandy was very destructive. He strongly recommended getting the message out for emergency preparedness.

Chair Pressman asked that water conservation be placed on next month's agenda for discussion.  
(Staff Action Item)

**H. COMMISSION ACTIONS**

Consideration of the Minutes of the Regular meeting of August 8, 2013.

MOTION by Commissioner Weinglass, SECONDED by Commissioner Foldvary to approve the minutes of the Regular meeting of August 8, 2013 with noted corrections.

Ayes: Shooshani, Shalowitz and Pressman

Noes:

Abstentions: None

Absent: CARRIED 5/0

MOTION Vice Chair Shalowitz, SECONDED by Commissioner Shooshani to suggest to the City Council that the survey on the plastic bag ban has run its course and requesting City Council to consider adopting an ordinance similar to that of Los Angeles County.

Ayes: Foldvary, Shooshani, Weinglass Shalowitz and Pressman

Noes:

Abstentions: None

Absent:

CARRIED 5/0

MOTION BY Commissioner Weinglass for Chair Pressman to remain as Chair for another seven months. SECONDED by Vice Chair Shalowitz.

Ayes: Foldvary, Shooshani, Weinglass Shalowitz and Pressman

Noes:

Abstentions: None

Absent:

CARRIED 5/0

MOTION by Chair Pressman for Vice Chair Shalowitz to remain as Vice Chair for another seven months. SECONDED by Commissioner Weinglass.

Ayes: Foldvary, Shooshani, Weinglass Shalowitz and Pressman

Noes:

Abstentions: None

Absent:

CARRIED 5/0

**I. ACTION ITEMS**

- Add finance utility billing topic to the agenda of the next City Council/Public Works Commission Liaison Committee meeting.
- Provide the Quarterly reports to DPH to the Commission.
- Provide information regarding Triton software to the Chair and Vice Chair prior to the Liaison Subcommittee meeting.
- Add a column to the *CIP Projects Under Public Works Management* Documents to show which Commissioners are assigned to various projects.
- Provide information that DPH wanted included in the Water Treatment Plant RFP, and provide the RFP itself.

- Provide a copy of the Resolution of the Public Works Commission of the City of Beverly Hills Establishing Rules of Procedure for discussion at a future meeting.
- Pursue the possibility of modifying the code to remove the limitation of one year as chair in each of the two terms on the commission.
- Place water conservation on next month's agenda.

**J. ADJOURNMENT**

There being no further business, Chair Pressman, with the consent of the Commission, adjourned the meeting at 11:40 a.m.

Passed and approved

This \_\_\_\_\_ day of \_\_\_\_\_, 2013

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Chair Pressman