



CITY OF BEVERLY HILLS
PUBLIC WORKS SERVICES
MEMORANDUM

TO: PUBLIC WORKS COMMISSION
FROM: Chris Theisen, Assistant Director of Public Works Services
DATE: October 10, 2013
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. 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 2014
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.	Ongoing
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.	The took place on September 17, 2013 at 6:15 p.m., and this item was on the agenda.	CLOSE
31	February 14, 2013	Provide information regarding complaints about green waste being dumped in the alleys.	Staff will report on this at the meeting.	October 2013
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 Commission's tour of the Eco-campus to September/October 2013.	November 2013
35	April 11, 2013	Investigate the compatibility of the City's infrastructure with Zigbee smart meter technology.	Aclara Account Manager indicated Zigbee is not compatible with our the current smart meter technology and it is not on their current wish list to integrate. It is used out of the country and it appears to be used mostly for electrical companies.	October 2013
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 reported that this programming would be undertaken by the Informational Technology Department.	CLOSE
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
47	August 8, 2013	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.	The 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.	CLOSE
48	August 8, 2013	Provide Additional information regarding the DriveCam pilot program.	Staff will report on this at the meeting.	October 2013
49	August 8, 2013	Present information regarding the sidewalk repair program.	Staff reported on this at the September meeting.	CLOSE
50	September 12, 2013	Add utility bill redesign to the agenda of the next City Council/Public Works Commission Liaison Committee meeting.	This was added to the agenda and discussed at the September 17, 2013 meeting.	CLOSE

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

Item No.	Meeting Date	Action Item Description	Status	Projected Completion
51	September 12, 2013	Provide the quarterly water quality reports to the Commission.	Staff will comply with this request.	Ongoing
52	September 12, 2013	Provide Information regarding the Triton Software to the Chair and Vice Chair prior to the Liaison meeting of September 17.	This information was provided to all meeting attendees ahead of time.	CLOSE
53	September 12, 2013	Add a column on the CIP Projects under Public Works Management document to show to which projects the commissioners are assigned.	This was completed.	October 2013
54	September 12, 2013	Provide the information that DPH wanted included in the RFP for the CIP No. 795, Water Treatment Plant, and share the draft RFP.	Staff will comply with this request, but the RFP is not ready for review.	November 2013
55	September 12, 2013	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.	This will be placed on the Agenda in a future meeting.	November 2013
56	September 12, 2013	Pursue with the City Council 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 placed this on the City Council Agenda for October 3, 2013.	CLOSE
57	September 12, 2013	Place water conversation on the October agenda.	This item is on the October Agenda.	CLOSE