



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

**MINUTES**  
**PUBLIC WORKS COMMISSION SPECIAL MEETING**  
**August 13, 2014**  
**8:30 A.M.**

The meeting was called to order at 8:33 a.m.

**A. ROLL CALL**

Commissioners Present: Felsenthal, Wolfe, Aronberg, Shalowitz and Pressman.  
Commissioners Absent: None.

**B. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Martin Freeman, Donielle Kahikina and Michelle Tse.

**C. COMMISSION MINUTES**

Consideration of the Minutes of the Public Works Commission Special Meeting of July 7, 2014. MOTION by Vice Chair Shalowitz, SECONDED by Commissioner Aronberg to approve as presented. Absent objection by the Commission, the Minutes are approved by order of the Chair. **CARRIED 5/0**

**D. ORAL COMMUNICATIONS FROM THE AUDIENCE**

None.

**E. REPORT FROM THE CHAIRPERSON**

Mayor's Cabinet Meeting

Not discussed.

Other Items of Interest

Not discussed.

**F. CONTINUED AND NEW BUSINESS**

**1. Water System Audit – Hazen & Sawyer**

Lynn Grijalva of Hazen & Sawyer (H&S) gave a presentation. H&S is analyzing Water Treatment Plant operations. A review of daily operations was performed to establish a baseline analysis. The following were studied: Reporting requirements, The Scada system, Handwritten operator logs, Plant performance, Nonconformance reporting procedures, Corrective actions, Operating interfaces, O&M Management Plan, Knowledge of plant and its processes and Emergency management procedures. H&S is 15% into the analysis. Ms. Rhay stated H&S is doing a gap analysis with a six month timeline to produce desired results. Current staff will be brought up to speed on Plant workings, trainings and operations to ensure staff is working to standards. Regarding duplication of efforts among consultants, information is tied together when necessary; duplicative efforts are not desired. Regarding Plant safety, Mr. Freeman is the technical expert and will provide Staff with the approval to restart the plant.

Clarifying consultants, Chair Pressman stated H&S is evaluating Plant procedures and production of water, the Water Master Plan is studying water enterprise to ensure the system will have safe, sufficient and available water sources long term and Raftelis is analyzing methods to fund needs and to charge for water.

**2. 2014 Biennial Conflict of Interest Report**

Mr. Cartagena provided an update. The process occurs every two years; Commissions are asked to submit questions/comments pertaining to the State Rules governing the Conflict of Interest Forms to the City Clerk's Office. Absent comments, Commission Chair signs the document and forwards it to the City Clerk's Office.

MOTION by Commissioner Aronberg, SECONDED by Vice Chair Shalowitz to accept the Report as presented for signature by Chair Pressman. Absent objection by the Commission, the 2014 Biennial Conflict of Interest Report is accepted by order of the Chair. **CARRIED 5/0**

**3. Update on State Water Conservation Regulations**

Ms. Rhay provided an update. On 1/17/14, Governor Brown declared a drought State of Emergency and asked for a voluntary 20% water use reduction. On 4/25/14, he issued a proclamation to conserve water and on 7/28/14, mandatory water conservation regulations were issued by the State. Municipalities are required to implement water shortage contingency plans. Restrictions were set with corresponding fines. Beverly Hills' Municipal Code incorporates regulations in progressive stages. The City's current restrictions are: Stage B mandating a 10% water use reduction, baseline use based on 1 year of usage, restaurants are to serve water upon request only and restroom signage is required, Citywide mandatory watering schedule is in effect, \$100 fines for failure to comply with restrictions and a penalty surcharge of water use over 90% of historic use resulting in a surcharge 2x the basic rate for overages. Staff is proposing a modified Stage B, asking the Commission to consider Tier 1 users be exempt from the 10% reduction and penalty.

MOTION by Commissioner Wolfe, SECONDED by Vice-Chair Shalowitz to recommend to City Council to accept all of Staff's Stage B Conservation Measures except "Tier 1 customers exempt from the 10% reduction."

AYES: Commissioner Felsenthal, Commissioner Aronberg, Commissioner Wolfe, Vice Chair Shalowitz, Chair Pressman.

NAYS: None.

ABSTAIN: None.

ABSENT: None.

**CARRIED 5/0**

MOTION by Commissioner Wolfe, SECONDED by Commissioner Aronberg to recommend to City Council to "exempt Tier 1 customers from the 10% reduction."

AYES: Commissioner Aronberg.

NAYS: Commissioner Felsenthal, Commissioner Wolfe, Vice Chair Shalowitz, Chair Pressman.

ABSTAIN: None.

ABSENT: None.

**FAILED 4/1**

**4. Water Conservation Bill Insert**

MOTION by Commissioner Wolfe, SECONDED by Commissioner Aronberg to approve the Staff-developed flyer and have it distributed to the public in the next water bill.

AYES: Commissioner Felsenthal, Commissioner Aronberg, Commissioner Wolfe, Vice Chair Shalowitz, Chair Pressman.

NAYS: None.

ABSTAIN: None.

ABSENT: None.

**CARRIED 5/0**

**5. Discuss Metropolitan Water District Long-Term Purchase Order**

Dr. Wunderlich provided an update. The City's Purchase Order (PO) with MWD will expire at the end of 2014. The original PO's were ten years for stability in demand for MWD and gave incentives to members to

enter long-term contracts to buy 60% of historical benchmark/demand over ten years at lower rates; members could purchase up to 90% of historic demand at the Tier 1 rate. With the first expiration, automatic two-year extensions were given. MWD could make PO's more stringent, shift how it receives costs, change PO terms and cities could reduce dependability on MWD by increasing local resources, etc. The issue is on MWD's October Agenda where PO structure will be decided; there will likely be two year extensions due to current conditions. The Commission's input is sought. The benefit for the City to commit to a ten year PO when MWD has right to terminate is that if MWD cannot deliver, there is no penalty and MWD has resources the City would never have access to.

**6. Discuss Water System Storage Capacity**

Mr. Pardiwala of Raftelis provided an update. Raftelis' intent is to ensure capacity/connection fees will be in proportion to the cost of the services provided to ensure fairness; fees will be based on square footage. The following were discussed: Indoor and Outdoor capacity fees, Residential and Non-Residential fees, Wastewater Fee Buy-in concept, Wastewater Fees for Remodel. Commissioner Felsenthal stated fees should be implemented to allot for those buying into the system then make enhancements for potential differences in usage.

Chair Pressman stated the Commission has two proposals to bring to Council – a Water Connection Fee and a Wastewater Connection Fee. He asked the Commission if there should be a recommendation to establish the two fees for new and remodel construction. Commissioner Wolfe spoke about current ordinances concerning landscaping; recommendations should be consistent with current ordinances.

MOTION by Chair Pressman, SECONDED by Felsenthal to accept, for recommendation to City Council, Raftelis' report concerning Water Capacity Fees modified to take into consideration any landscaping plans and the 70% evapotranspiration rate as a factor on that aspect of the calculation.

AYES: Commissioner Felsenthal, Commissioner Wolfe, Commissioner Aronberg, Vice Chair Shalowitz, Chair Pressman.

NAYS: None.

ABSTAIN: None.

ABSENT: None.

**CARRIED 5/0**

MOTION by Commissioner Felsenthal, SECONDED by Commissioner Aronberg to accept, for recommendation to City Council, Raftelis' report concerning Waste Water Capacity Fees modified to take into consideration any landscaping plans and the 70% evapotranspiration rate as a factor on that aspect of the calculation.

AYES: Commissioner Felsenthal, Commissioner Wolfe, Commissioner Aronberg, Vice Chair Shalowitz, Chair Pressman.

NAYS: None.

ABSTAIN: None.

ABSENT: None.

**CARRIED 5/0**

**7. Update Annual Pavement Master Plan**

Not discussed.

**8. Presentation by Psomas - TaKaDu Integrated Water Network Management System**

Jacob Lipa of Psomas gave a presentation. The Program is designed to manage water systems and analyze network data to detect problems in real time to increase operations. The following were discussed: Water utility challenges, Leak detection issues and Identification and benefits of the system. A live presentation of the running system was provided. Chair Pressman asked Staff to evaluate the system and bring a recommendation back to the Commission.

**9. Report Synthetic Organic Compounds (SOC) Test Results**

Not discussed.

**G. CONTINUED BUSINESS**

**1. Reports from Sub-Committees**

Not discussed.

**2. Update by Psomas on Water Enterprise Plan**

Mr. Gobas of Psomas provided an update. A meeting was held with Ms. Rhay and Mr. Bucknam where supply and options were reviewed. The *August 2014 Progress Report* is provided in this meeting's packet. The following were discussed: Water sources, Conservation, Reverse osmosis and Ranking options. An initial workshop with the Commission will be held in September for discussion and pinpointing option choices. Chair Pressman stated the workshop will be held on September 11, 2014, from 8:00 a.m. until 10:30 or 11:00 a.m., with the Commission meeting held directly afterwards. Commissioner Felsenthal would like the following information for the initial workshop: Desalinization, City wells not formally closed and MWD's recommendation of seven days' water supply storage.

**3. Update on Water Treatment Plant Renovation**

Not discussed.

**4. Outstanding Action Items List from Previous Meeting**

Not discussed.

**5. Capital Improvement Program Projects Under Public Works Management**

Not discussed.

**6. Discussion of Future Agenda Items and Areas of Priority**

Not discussed.

**7. Update on City Council Consideration and Adoption of Fiscal Year 2014/2015 Budget**

Not discussed.

**8. Update on Capacity Fee Study**

Not discussed.

**9. Status Report – Triton Water Tracker**

Susie McMullan of Triton provided an update. The following were discussed: Web Site Components, Schedule, Customer Log-in View, Customer Water Use, Continuous Usage Alerts, Six-Hourly Chart, Report Generator, Water Conservation Links, Account Settings/Notifications and a tentative go-live date of November 14, 2014. Indicating tiers in water usage, leak detection text alerts and comparing water use to neighbor's use is possible.

**H. COMMENTS FROM COMMISSIONERS**

Commissioner Wolfe would like Staff and the Conservation Education Sub-Committee to look into equitable distribution as it pertains to conservation.

Vice Chair Shalowitz questioned residents' ability to drill their own well for irrigation. Ms. Rhay stated it must be proven that such resident cannot access the City system water in order to do so.

Mr. Chavez stated the Conservation Education Sub-Committee has been discussing water conservation; staff is to lead by example. Outreach to other Departments has begun to identify leaks and work with them to get leaks quickly fixed along with a retrofit program to reduce consumption. PWS receives daily leak

reports and provides them to corresponding Departments. Beverly Hills School District has been contacted and informed of leaks and assistance has been offered. Staff is looking into recapturing water loss within the City system and has isolated City accounts and established baseline consumption to monitor use. Commissioner Wolfe stated prior to issuing fines to customers, the City should be in compliance. Commissioner Felsenthal questioned PWS' authority in imposing restrictions on other City Departments.

MOTION by Chair Pressman, SECONDED by Commissioner Felsenthal to direct Public Works Services to direct the City of Beverly Hills to follow the same Stage B requirements as rate payers and for the Commission to develop a plan of enforcement to achieve a targeted water usage savings of 20% within the City by year's end.

AYES: Commissioner Felsenthal, Commissioner Aronberg, Commissioner Wolfe, Vice Chair Shalowitz, Chair Pressman.

NAYS: None.

ABSTAIN: None.

ABSENT: None.

**CARRIED 5/0**

Commissioner Aronberg noted during National Night Out on August 5, 2014, the elevator at Civic Center/Rexford was out of service and in general City stairwells and elevators are unclean.

I. **COMMENTS FROM STAFF**

None.

J. **COMMENTS FROM METROPOLITAN WATER DISTRICT (MWD) DIRECTOR**

None.

**ACTION ITEMS**

- Chair Pressman asked that the Conservation Education Sub-Committee put information in future flyers regarding PWS directing the City to adhere to Stage B requirements.
- Chair Pressman believes the best option is a ten-year PO and would like this item on the next Agenda.
- Chair Pressman would like the Conservation Education Sub-Committee to work out the *Continuous Usage "Leak"* section with Triton. He would also like Staff to develop penalties for residents failing to correct excessive water leaks/usage.
- Chair Pressman asked Mr. Cartagena to provide a list of available wells at the September 11, 2014, meeting.

K. **ADJOURNMENT**

There being no further business, Chair Pressman, with the consent of the Commission, adjourned the meeting at 12:31 p.m.

Passed and approved

This \_\_\_\_\_ day of \_\_\_\_\_, 2014

\_\_\_\_\_  
Chair Pressman