



**CITY OF BEVERLY HILLS**  
**PUBLIC WORKS SERVICES DEPARTMENT**  
**MEMORANDUM**

**TO:** PUBLIC WORKS COMMISSION

**FROM:** Daniel E. Cartagena, Senior Management Analyst

**DATE:** January 8, 2015

**SUBJECT:** OUTSTANDING ACTION ITEMS FROM PREVIOUS MEETING

**ATTACHMENTS:**

1. Outstanding Action Items Spreadsheet
2. Monthly Monitoring Reports from November 2014
3. Framework Water Conservation Program (Education & Inspection)

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An updated version of the document titled *Outstanding Action Items From Previous Meetings* is attached for your review and discussion. Items recognized as completed and reviewed by the Commission at its previous meeting are listed as "Closed" in the **Projected Completion** column. Once an item is deemed closed it is removed from and no longer shown on the list. New items/issues raised at the most recent Public Works Commission meeting will be added to the end of the list. Any item on the list will remain on the list until closed. Staff updates and/or changes are shown in **bold**.