CITY OF BEVERLY HILLS
City Hall Room 280-A
455 N. Rexford Drive
Beverly Hills, CA 90210
MINUTES
PUBLIC WORKS COMMISSION SPECIAL MEETING
February 12, 2015
8:00 A.M.

The meeting was called to order at 8:05 a.m.

A. ROLL CALL

Commissioners Present: Felsenthal, Wolfe, Aronberg, Shalowitz.
Commissioners Absent: Pressman.

B. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Noel Marquis

C. COMMISSION MINUTES

Consideration of the Minutes of the Public Works Commission Special Meetings of January 8, and January 22, 2015. MOTION by Commissioner Felsenthal, SECONDED by Commissioner Aronberg to approve. Absent objection by the Commission, the Minutes are approved by order of the Chair. **CARRIED 4/0**

D. ORAL COMMUNICATIONS FROM THE AUDIENCE - None

E. REPORT FROM THE CHAIRPERSON

Mayor's Cabinet Meeting Chair Shalowitz attended the meeting of January 28, 2015. CERT training will be available in April; a flyer is available with more information.

Other Items of Interest Commissioner Felsenthal gave the Commissioners a copy of a DVD he purchased titled "Unacceptable Levels" by Ed Brown.

F. NEW BUSINESS

1. *Public Works Commission Meeting Time*

MOTION by Commissioner Aronberg SECONDED BY Commissioner Wolfe to move starting time of Regular meeting from 8:30 a.m. to 8:00 a.m.
Ayes: Felsenthal, Wolfe, Aronberg and Shalowitz
Noes: None
Abstentions:
Absent: Pressman
CARRIED 4/0

2. *Commission Structure Review*

Lolly Enriquez, Chief Assistant City Attorney, provided an overview on recent changes City Council implemented to the Municipal Code as it relates to Commission rules. She provided the following summary:

- Application process
- Commissioner training
- Commission size

- Terms for Commissioners and Chair
- Changes to charge of some Commissions
- Attendance policy
- Standardized meeting agendas
- City Council adopted the ordinance on February 3 with an effective date of March 6
- Commission handbooks will be finalized in April
- First training is scheduled for June

3. *Water Rate Schedule*
   Staff provided an update on Water Rates including the following:
   - Background shifting focus from a 2 year to a 1 year rate proposal
   - Base Rate Assumptions
   - 5 year Projections
   - 2015/16 Rate = WEP Analysis
   - February 26th Goal to complete affordability review of selected scenario and revise financing options

   Ms. Rhay stated the Public Works Commission meetings on February 26 and March 12 will allow discussion and the opportunity for Commissioners to provide recommendations. Meeting with PWC/CC Liaison Committee will follow for their feedback and presentation at City Council Study Session for review on April 7 with the goal of City Council approval on April 22.

   Commissioners discussed ways to cut costs and whether the subject of water rate increases is under the purview of the Public Works Commission.

   Staff provided the Water Enterprise Plan Project schedule for 2015.

4. *Water Conservation Rate Structure*
   Ms. Rhay presented a Water Conservation historical timeline. Commissioner Wolfe gave an illustration on conservation rate structures. He asked the Commission for guidance on determining a rate to encourage conservation and once a conservation rate is decided, what should the effect be. Commissioners were in agreement with a multiple tier structure and having residents save money as they conserve water.

5. *Solid Waste Update and Request for Proposal (RFP) Process*
   Ms. Rhay stated City Council approved moving forward with the reassignment of the franchise agreement between Crown Disposal and Recology and directed Staff to move forward with a RFP process for a competitive bid when the contract with Recology ends March of 2018.

G. CONTINUED BUSINESS

1. *Water Meter Project Status* – Ms. Tse gave an update on the status of the Water Meter Project. The MTU's are failing due to age. Staff is working with the vendor on a City-wide change out.

2. *Triton Water Tracker Update* – Vendor is incorporating changes suggested by the Commission and is expected to launch by Earth Day, April 19th.

3. *Utility Bill Redesign Update* – Mark Brower gave an update on the Utility Bill Redesign providing a mock-up incorporating comments from the Commission's sub-committee. The design has the

ability to accommodate extra tiers. Commissioners state that overall they are pleased with the redesign. They liked the message box and the ability to pay online with no additional fees.

4. *Water Enterprise Plan Resolution* – Ms. Tse stated the Beverly Hills Public Works Resolution was revised as per comments by Chair Shalowitz. Commissioner Felsenthal made a MOTION supporting the resolution, SECONDED by Vice Chair Aronberg.
   Ayes: Felsenthal, Wolfe, Aronberg and Shalowitz
   Noes: None
   Abstentions:
   Absent: Pressman
   CARRIED 4/0

5. *Robertson Well Report* – Ms. Rhay gave an update on the Robertson Well. A report by Richard Slade and Associates was provided to the Commission as a reference point adding that it does not conflict with the report by Psomas. Commissioner Felsenthal stated he and Chair Shalowitz toured Robertson Yard; in his opinion the land is very valuable and should be considered for ground lease with multiple use while still allowing for room to drill if necessary in the future.

6. *Reports from Sub-Committees*
   Conservation & Education Sub-committee. Updates given above.

7. *Outstanding Action Items List from Previous Meeting*
   Ms. Tse informed the Commission that the following new items are being added to the Outstanding Action Item list –
   - A monthly report as it pertains to education and enforcement relating to water conservation.
   - A memo and spreadsheet of the City's watering schedule.
   - A regular report regarding Metropolitan Water District's Water Rebate Program.
   - Report of City's water usage.

   Mr. Chavez stated staff has reallocated certain resources to be proactive in their inspections. Watering violations can be reported the following way:
   - City's Customer Service line (310) 285-2467.
   - City's website.
   - Via an App IT is updating.

   Staff added participation in the rebate program has increased.

8. *Capital Improvement Program Projects Under Public Works Management* – Mark Cuneo, City Engineer, will provide a CIP update at next Public Works Commission meeting.

9. *Discussion of Future Agenda Items and Areas of Priority*
   Commissioner Felsenthal asked that the following items be considered as future agenda items:
   - Public Works Commission establishing policy on hiring of employees with focus on particular area of expertise.
   - Comprehensive Costs.
   - Allocating more time for general discussion among Commissioners regarding agenda items.
   - Public Works Commission future logistical needs.
   - How Public Works Services Department structure is allocated.
   - Assign a qualified person to assist Commissioners with Water Enterprise Plan.

- Assign committee that deals with City's assets to allocate resources.

H. **COMMENTS FROM COMMISSIONERS** - None.

I. **COMMENTS FROM STAFF** - Discussion of Groundwater Technical Committee to be placed on March 12 agenda.

J. **COMMENTS FROM METROPOLITAN WATER DISTRICT (MWD) DIRECTOR** Director Wunderlich gave an update on MWD's turf removal rebates which gives value to conservation. He discussed rainfall storage allocation and stated a phone App on the Bay Delta is available.

K. **ACTION ITEMS**

- At the request of Commissioner Felsenthal, Staff will add to next month's agenda, discussion of how fees were established on the Utility Service Bill, specifically the Water Meter Charge of $43.08.
- Mark Cuneo, City Engineer will be asked to give a CIP update at next Public Works Commission meeting.
- Mr. Descalzo, Environmental Compliance and Sustainability Program Manager will be asked to speak to the Commission at future Public Works Commission meeting.
- Discussion of Groundwater Technical Committee to be placed on March 12 agenda.

L. **ADJOURNMENT**

There being no further business, Chair Shalowitz, with the consent of the Commission, adjourned the meeting at 10:32 a.m.

Passed and approved

This _____ day of _____, 2015

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Chair Shalowitz