



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

**PUBLIC WORKS COMMISSION
REGULAR MEETING MINUTES**

March 10, 2016
8:00 a.m.

MEETING CALLED TO ORDER

Date/Time: March 10, 2016 / 08:02 am

PLEDGE OF ALLEGIANCE

ROLL CALL

Commissioners Present: Commissioners Felsenthal, Pressman, Shalowitz, Vice Chair Wolfe, Chair Aronberg
Commissioners Absent: None
Staff Present: George Chavez, Mark Cuneo, Vince Damasse, Josette Descalzo, Chad Lynn, Caitlin Sims, Michelle Tse, Audrey Wright

COMMUNICATIONS FROM THE AUDIENCE

Members of the public may address the Commission regarding any items not on the Agenda that are within the subject matter jurisdiction of the Commission. By State law, the Commission may not discuss or vote on items not on the Agenda.

Speakers: A. J. Wilmer, Item 4; Steven Weinglass, Item 8

APPROVAL OF AGENDA

By Order of the Chair, the agenda was approved as amended, moving *Consent Calendar* (Items 1 & 2) following Item 7 on the agenda.

(Taken Out of Order)

REPORTS FROM PRIORITY AGENCIES

Operations Reports from City Departments, Consultants and Outside Agencies

3. Capital Assets – Water Capital Improvement Projects

City Engineer, Mr. Cuneo and Project Manager, Vincent Chee provided an update.

- c. **Greystone Reservoir Rehabilitation** – Work has begun and Staff received a schedule from the Contractor. Joint seals and concrete repairs will take roughly three months then the Reservoir will be drained and work will move forward.

b. **Shallow Groundwater Well** – The first well is complete, water quality testing has taken place and work will begin on the second well. The anticipated in-service date is May 18, 2018, pending Department of Drinking Water (DDW) approval. DDW will have stipulations on testing and treatment requirements. Layout to convey water is dependent upon type and location of treatment which may be required, and water quality testing data is necessary to determine the appropriate treatment. Tetra Tech is under contract and can be used for treatment and conveyance pipeline design work. Construction of wells is within contract budget. Staff is coordinating with Community Development concerning the Dog Park. Staff has selected a consultant for the first phase of the La Brea Subarea Well; the matter will go before City Council on April 5th. Staff has met with the L. A. Department of Water & Power over use of their land for transmission lines.

- The Commission asked for clarity of tasks and task completion times.

a. **Water Treatment Plant** – Staff has revised dates to reflect the updated schedule due to substantial changes to the chemical feed equipment and controls. A space oversight by Staff and the Contractor led to there not being sufficient room for the electrical panel. There will be an additional cost to make the correction; staff will amend the contract to add additional funding for City Council approval.

1. Hazen and Sawyer Operations Report – Troy Walker provided a PowerPoint presentation and update on restarting the Plant.

The Commission discussed the following:

- The electrical panel space oversight and the cost to correct.
- The ill-fitting equipment, cause of oversight and addressing these and similar issues moving forward.
- Whether Contractor may be held liable for mistakes.
- Brine recycling at the Water Treatment Plant.

(Taken Out of Order)

- **Metropolitan Water District (MWD) Director** – Dr. Wunderlich provided an update. MWD is in its rate setting process; an April vote is scheduled. Beverly Hills will likely see a 4% increase; a component rate is associated with treatment costs. The City pays on a volumetric basis. The City is trending toward not meeting its reduction goal. The City must notify MWD of the time period the Plant has been down to request a penalty adjustment.

The Commission discussed the following:

- The need to analyze the City's long term rate structure as it pertains to fixed costs, not just volume costs.
- MWD reduction in water allocation.

(Return To of Order)

4. **Information Technology (IT) – Fiber to the Premise Update**

Information is provided in this month's Packet. Asst. Dir. of Public Works, Chad Lynn stated this Item is a City Council directive. The issue is the role of Public Works Services if

involved in implementation. Staff will forward Commissioner comments to the IT Department.

The Commission discussed the following:

- The Commission's role/involvement in infrastructure and customer service areas.
- Concern over not previously having been involved in the process nor approved/evaluated anything, thus, it should not be held responsible going forward without sufficient involvement.
- The Commission welcomes coordination with IT.

CONTINUED BUSINESS

None

NEW BUSINESS

5. Public Works Commission Meeting Dates Through December 2016

Sr. Management Analyst, Caitlin Sims discussed this Item. Mr. Lynn stated the Urban Water Management Plan must be adopted by June 30, 2016, and must go before City Council twice prior to adoption and filing by July 1, 2016.

The Commission decided to change the date of the April meeting (to be determined) and to change the June meeting date from June 9, 2016, to June 2, 2016.

6. Public Works Commission Ad-hoc Subcommittee Assignments

Sr. Management Analyst, Caitlin Sims and Water Resources Manager, Vince Damasse discussed this Item. A list of current subcommittees is included in the packet. Mr. Damasse explained the Urban Water Management Plan is required by the Department of Water Resources for water purveyors serving more than 3,000 customers or more than 3,000 acre-feet of water per year. Psomas is scheduled to have a draft available in April.

The Commission discussed the following:

- Subcommittees to continue, discard and form.
- The Commission decided to keep the following subcommittees: Street & Sidewalk Improvements and Water Conservation & Education.
- The Commission decided to form the following: Solid Waste Franchise (with Commissioners Shalowitz and Felsenthal), Budget (with sitting Chair and Vice Chair with annual rotation) and Water Rates (pending assignments from the Chair).
- Information Technology and Green Streets subcommittees to be formed in the future.
- Burton Way Green Streets as a broader encompassing of stormwater-related issues.
- Ad-hoc subcommittee versus standing subcommittee.
- Commission attention and involvement in issues other than water.
- The importance of the Commission having input into Department work via subcommittees.

PROJECT UPDATES & STATUS REPORTS

7. Update on City Minutes Protocol

Asst. Dir. of Public Works, Chad Lynn provided an update. City Council directed the standardization of Commission procedures. Some flexibility exists as the process is incomplete and the Commissions have different charges. There is an opportunity for discussion with the Public Works Liaison. Commission Minutes are to be 'action' minutes to reflect Commissions' actions taken during meetings; the online video is the official record. A City webpage will be created to contain PowerPoint presentations presented at meetings.

The Commission discussed the following:

- There was no formal approval of the City's Commissioner's Handbook.
- There should be more content in the minutes, not only a brief statement.
- Noting the length of time an item is discussed.
- Noting points of discussion and subsequent decisions for major discussion items.

(Taken Out of Order)

CONSENT CALENDAR

1. Consideration of Minutes of the regular meeting of January 14, 2016. – *TABLED*
2. Consideration of Minutes of the regular meeting of February 11, 2016. – *TABLED*

(Return to Order)

8. Stormwater Compliance Update

Environmental Compliance & Sustainability Program Mgr., Mr. Descalzo provided an update which included stormwater regulatory background and what the City is doing to comply. City Council approved Staff's recommendation to join the Ballona Creek Watershed Management Group. A new MS4 permit is due every five years. It is a legal requirement for new developers to divert water to ensure it does not flow to the storm drain.

The Commission discussed the following:

- New developers being required to capture and reuse runoff water.
- Agendizing the discussion on requiring new developers to use runoff water.
- If water from the two known existing springs can be used to comply with the City's stormwater requirements.
- Whether Cabrillo water is or is not storm water.
- La Cienega as a potential asset for the City for redevelopment to enhance community.
- Updates regarding the state of funding; if it is possible for a region to collectively receive bond funding.
- Development of an EWMP is a mechanism to comply with the MS4 Permit.

(Taken Out of Order)

10. Update on Cabrillo Reservoir Project

Environmental Compliance & Sustainability Program Mgr., Mr. Descalzo provided an update. The award of an approximately \$400,000 bid for Cabrillo Reservoir Lining is scheduled to be awarded at the April 19, 2016, City Council Meeting. Water tested from the Cabrillo wellhead is of very good quality

The Commission discussed the following:

- This Item is more timely than most realize due to the City Council's pending discussion on the use of unallocated funds.
- This specific Item's place on the City's list of projects to receive unallocated funds.
- Appointing a person to speak to this Item at the next City Council Meeting.
- Whether water from Cabrillo meets stormwater compliance practices.
- Whether Cabrillo water counts toward the City's water allotment.

Motion: MOVED by, Commissioner Felsenthal, SECONDED by Commissioner Shalowitz that the Commission recommends creating a Resolution to urge the City Council to adopt allocating three million of unallocated funds to line and replumb the Cabrillo Aquifer and associated conveyance system (5-0).

AYES: Commissioners Felsenthal, Pressman, Shalowitz, Vice Chair Wolfe, Chair Aronberg

NOES: None

CARRIED

(Return to Order)

9. Update on Water Conservation Efforts and Penalty Surcharge Appeals Process

Planning & Research Analyst, Ms. Tse provided an update. It was presented that the City achieved a 13% reduction in February 2016, compared to February 2013. Staff also indicated that conservation outreach will be included as part of the City's Earth Day event on April 17, 2016, and Public Works Services Day in May. For the month of February, 64 water audits were conducted by the City. Part of the outreach strategy is targeting customers with continuous water flow. City Council approved modifying the penalty surcharge assessment resulting in a reduced multiplier for Level 2 penalty surcharges.

The Commission discussed the following:

- Measuring water use reductions by volume over period of time versus measuring reductions as a percentage compared to 2013 usage.
- Receiving a comparison between Beverly Hills and other agencies.
- The opportunity of installing secondary meters to measure landscape water use.
- Concern about not having most recent data broken down by customer type.

(Commissioner Pressman exited the Meeting at 11:41 a.m.)

11. Update on the Tiered Water Rates

Planning & Research Analyst, Ms. Tse provided an update. City Council directed Staff to evaluate expenditures, prioritize capital projects and complete an organizational and financial efficiency audit. There are milestones related to this process; two tasks are taking place concurrently – the audit and ongoing discussions regarding the rate structure. Keeping the public hearing process in mind, there are key milestones that must be met to hit the effective date of October, 2016.

The Commission discussed the following:

- The Commission needs to discuss what is necessary to solve problems.
- Not deferring or being subsidized by the general fund.
- Realistic numbers and solutions.

12. Solid Waste Franchise Agreement Schedule Update

Planning & Research Analyst, Ms. Tse provided an update. In 2010 the City entered into an agreement with Crown Disposal for solid waste collection services which was assigned in January 2015 to Recology Los Angeles. The agreement is set to expire in March 2018 with two options to extend. Staff received direction from the Public Works Ad-hoc Liaison Committee to develop a Request For Proposals (RFP) for the services. Consultant HF&H developed a zero waste plan which may be incorporated into the RFP. A draft RFP is anticipated to be available in June.

The Commission discussed the following:

- Whether one company should provide residential and commercial service for the City.

13. Update on Energy Saving and Sustainability Projects – *TABLED*

14. General Information and Department Updates – *TABLED*

COMMUNICATIONS FROM THE COMMISSION

- Chair's Report – The Jewish National Fund California-Israel Water Summit was extremely informative and successful.
- Mayors Cabinet Meeting – Chair Aronberg attended the Meeting of February; minutes are available online.
- Comments from Commissioners
 - The Commission is unable to make decisions without proper information; time is spent on tasks without data needed to make correct evaluations.
 - January and February conservation numbers are the same as multifamily and commercial; staff must do a better job at getting information to the Commission so informed decisions can be made.
 - A discussion regarding accountability was never had. With programs and equipment not working, there must be staff accountability.
 - Two years into the Water Treatment Plant work and the ill-fitting equipment issue is disappointing. Information gaps exist and the City is losing money.
 - The Commission needs to have communication and be able to get things done.
 - The idea of financing a second set of meters for landscaping/non-domestic water use.

- The Commission requests a report concerning new areas of work that will be coming to the Commission and how the Capital Assets Divisions will or will not be integrated into Public Works Services.

COMMUNICATIONS FROM STAFF

- Director's Report – Assistant City Manager/Director of Public Works, George Chavez provided an update. The Department has completed more with regard to water than in the prior ten years. There have been issues with coordination and execution of project delivery due to staffing losses and the transitioning of two Departments into one. Regarding the replacing of the Director of Public Works Services, the plan is to understand the new Department structure, and then develop a plan to recruit under the new structure; staff will engage the Commission in the process. Regarding accountability, an audit is taking place to engage the Commission to provide feedback to staff.
- Upcoming Events – *NONE*

ADJOURNMENT

Date / Time: March 10, 2016 / 12:03 p.m.

PASSED AND APPROVED THIS 18TH DAY of APRIL, 2016

Sandra Aronberg, Chair