



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

MINUTES  
PUBLIC WORKS COMMISSION REGULAR MEETING  
July 9, 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 and Pressman.  
Commissioners Absent: None.

B. **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Commissioner Wolfe.

C. **COMMISSION MINUTES**

Consideration of the Minutes of the Public Works Commission Regular Meeting of June 11, 2015. **MOTION** by Vice Chair Aronberg, **SECONDED** by Commissioner Pressman to approve. 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 Chair Shalowitz attended the meeting of June 23, 2015.

Other Items of Interest Chair Shalowitz attended the June 25, 2015, Infrastructure Committee Meeting; the next meeting is July 23, 2015.

F. **NEW BUSINESS**

1. Water Enterprise Plan Funding Update

Ms. Rhay provided an update. City Council forwarded the Commission's request for ten million designated for the Water Enterprise Plan (WEP) to the Infrastructure Committee to be weighed among projects; a decision will be made by year's end. The City's consultant is working on a water banking scope; scope and agreement will be available in August. The consultant has knowledge of banking types and negotiating factors. Commissioner Pressman suggested the WEP Subcommittee meet with Staff to develop a plan to move forward, then report to the Commission. Regarding a hold on Will Serve Letters, Staff will verify the possibility with Mr. Weiner, Esq. Conditions can be put on Letters requiring developers to pay fees/fines; no letters are currently pending.

2. Rate Increase Update

Ms. Rhay provided an update. The following were discussed: Council Approval; Background; Risks and Impacts; Action Plan; Rate vs. Penalty; Interim Rates; and Schedule. Commissioner Wolf questioned whether the new rate structure will meet original goals (conservation rate to encourage conservation without a surcharge) in light of a Proposition 218 analysis. The following were discussed regarding the Penalty Surcharge: Rate vs. Penalty; Risk Costs; Risk Cost Assessment; Penalty Surcharges; and Schedule.

3. Penalty Surcharge Framework and Appeals Process Overview

Ms. Tse provided an update. The following were discussed: Objectives; Background; Appeals Process; Summary of Level 1 Review; Pre-identified Conditions; Level 2 Appeals Review; and Next Steps. Commissioner Felsenthal questioned how Public Works Services (PWS) shuts off water

service to non-paying customers and how it places/enforces a lien for non-payment. Ms. Rhay stated PWS has authority to place water restrictors on accounts.

4. Indoor and Outdoor Meter Discussion

Commissioner Felsenthal stated he would like to discuss requiring all new projects to have two meters, citing that the most effective way to conserve is through code amendment. He suggested all new projects have two meters, one for landscaping and one for domestic use and that multi-family dwellings have multiple meters, one for each unit.

**MOTION** by Commissioner Felsenthal, **Seconded** by Commissioner Pressman that the Commission recommends City Council amend the Building and Safety Code to require future structures, including single family and commercial dwellings, to have separate meters for indoor and outdoor use and that multi-family dwellings have a separate meter for each unit.

Ayes: Aronberg, Felsenthal, Pressman, Shalowitz and Wolfe.

Noes: None

Abstentions: None

Absent: None

**CARRIED 5/0**

5. Project Manager Workload Forecast TABLED

**G. CONTINUED BUSINESS**

**1. Water Conservation Outreach Update**

Ms. Tse provided an update. The Conservation Task Force is moving forward. At the June 30<sup>th</sup> City Council Meeting, artificial turf in residential front yards was approved, with the Planning Commission setting quality standards; No artificial turf is allowed on parkways. For all new pool projects, customers must submit a plan to Community Development showing how they intend to conserve to offset water use or pay 5.5 cents per gallon (to be used for conservation programs; customers will pay for water and any penalties). Council did not support the Maltz Park/Sunset Reservoir Demonstration Garden design concept. Regarding MWD rebates, commercial dollar amounts for the program are being reviewed. Roughly fifty customers have signed up for the garden coaching program under G3; Staff is monitoring and measuring G3's work. Mrs. Kahikina stated the Conservation Subcommittee will be provided G3's schedule to attend appointments. Feedback will be garnered from G3 and individual users. Regarding public education and outreach, postcards were mailed to customers and Staff is developing a scope of work with PR Marketing firm, Cook & Schmid for ongoing outreach and informational mailer development. Commissioner Wolfe stated the highest priority for the Communication Plan is providing information regarding the surcharge.

**2. Water Tracker Update**

Ms. Tse provided an update. The following were discussed: Background; Water Tracker Functionality; Water Tracker Objective; Aclara Overview; Smart Meter System; and Impacts on Water Tracker.

Mr. Schirmer of Information Technology (IT) provided an update. The following were discussed: Post Launch Concerns; Penalty Surcharge; and Other Efforts. It is anticipated the new default logon page will have surcharge information. IT is tasked with providing PWS a timeline and keeping them updated. IT welcomes the Conservation Subcommittee's input and will provide information. Commissioner Wolfe would like to double check the issues list. Regarding registration, Ms. Tse stated customers' email addresses will be associated with each account. Commissioner Pressman stated 2013 usage would be helpful in making comparisons. Ms. Rhay stated Staff is quantifying staffing needs between PWS and Code Enforcement for surcharge-related issues and billing notifications.

3. Reports from Sub-Committees TABLED
4. Outstanding Action Items List from Previous Meeting TABLED
5. Capital Improvement Program Projects Under Public Works TABLED
6. Discussion of Future Agenda Items and Areas of Priority TABLED

H. **COMMENTS FROM COMMISSIONERS**

Chair Shalowitz asked for a Water Treatment Plant rehabilitation update as work was slated to begin in July. Ms. Rhay stated work has not begun; pumps are being rehabbed but there has been no work on the larger project. Regarding the Shallow Groundwater Well, work will begin once the Environmental Impact evaluation is finished.

I. **COMMENTS FROM STAFF**

Mrs. Kahikina introduced new Staff, Caitlin Sims and Desarae Jones.

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

Dr. Wunderlich stated MWD had 450 million in rebate funding; funding is exhausted for turf removal. It is estimated all funds will be committed by weeks' end. Rebates for other items are available (toilets, etc.). MWD will continue to administer the program for the City.

K. **ACTION ITEMS**

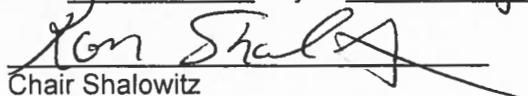
- The Commission requests an ongoing monthly report covering the Water Enterprise Plan.
- The Commission would like *Will Serve Policy* on August's Agenda.
- The Commission requests the new Tier Structure as soon as it is available.
- The Commission requests new employees discuss their background at August's Meeting.
- The Commission requests a Code Amendment discussion at August's Meeting.
- The Commission requests Mr. Schirmer's presence at August's Meeting for the Water Tracker Update; to be scheduled first.
- Chair Shalowitz requests Staff send out an information sheet with the next water bill instructing users on how to sign up for Water Tracker.
- The Commission requests the MTU change-out schedule, including who is doing the work, how much time is spent and how location priority is set.
- The Commission requests Mr. Cuneo's presence at August's Meeting along with a copy of the bid/contract awarded.
- Commissioner Felsenthal introduced the idea of more reserves regarding surplus funds.

L. **ADJOURNMENT**

There being no further business, Chair Shalowitz, with the consent of the Commission, adjourned the meeting at 11:45 a.m.

Passed and approved

This 11<sup>th</sup> day of Aug, 2015

  
Chair Shalowitz