



AGENDA

**REGULAR MEETING OF
AZUSA UTILITY BOARD**

**AZUSA LIGHT & WATER
729 N. AZUSA AVENUE
AZUSA, CA 91702**

**SEPTEMBER 26, 2011
6:30 P.M.**

AZUSA UTILITY BOARD

**KEITH HANKS
CHAIRPERSON**

**ANGEL CARRILLO
VICE CHAIRPERSON**

**JOSEPH R. ROCHA
BOARD MEMBER**

**URIEL E. MACIAS
BOARD MEMBER**

**ROBERT GONZALES
BOARD MEMBER**

6:30 P.M. Convene to Regular Meeting of the Azusa Utility Board

- Call to Order
- Pledge to the Flag
- Roll Call

A. PUBLIC PARTICIPATION

1. *(Person/Group shall be allowed to speak without interruption up to five (5) minutes maximum time, subject to compliance with applicable meeting rules. Questions to the speaker or responses to the speaker's questions or comments shall be handled after the speaker has completed his/her comments. Public Participation will be limited to sixty (60) minutes time.)*

B. UTILITIES DIRECTOR COMMENTS

C. UTILITY BOARD MEMBER COMMENTS

D. CONSENT CALENDAR

The Consent Calendar adopting the printed recommended action will be enacted with one vote. If Staff or Councilmembers wish to address any item on the Consent Calendar individually, it will be considered under SPECIAL CALL ITEMS.

1. **Minutes. Recommendation:** Approve minutes of regular meeting on July 25, 2011 as written.
2. **Automation of Payment Interface Process. Recommendation:** Approve award of contract to Systems & Software in amount not-to-exceed \$16,000 to automate the process of uploading/downloading payment files from Azusa Light & Water's three payment vendors.
3. **Ratification of Contract for Underground Electric Conduit Repair. Recommendation:** Ratify the award of contract to AAJ Incorporated in amount not-to-exceed \$12,745 for urgent repairs of the underground electric conduit that runs along the north end of Avenida Conejo and onto the property of Azusa Green Golf Course, north of Sierra Madre Avenue.
4. **Award of Contract for Roof Repair at 1020 W. 10th Street. Recommendation:** Award contract to Best Contracting Services in amount not-to-exceed \$112,345 for refurbishing the existing roof at the Electric Division Yard (1020 W. 10th Street).
5. **Ratification of Water Leases for FY 2010-2011. Recommendation:** Ratify the water rights leases to the Sunny Slope Water Company and Miller-Coors and ratify signature of the leasing documents signed by Sunny Slope Water Company as allowed by Resolution No. 09-C69 approved by the Utility Board on July 27, 2009.
6. **Approval of bid by Ironman to Retrofit Water Utility Trucks. Recommendation:** Approve the bid by Ironman in the amount of \$61,981.00 to retrofit four (4) Water Division diesel trucks with Particulate Matter (PM) Traps pursuant to Azusa Municipal Code 2-523.
7. **Approval of Proposal to Provide Auditing Services for FARECal. Recommendation:** Approve the proposal of Moss, Levy, & Hartzheim, LLP in amount not-to-exceed \$19,845 to provide auditing services to the Financing Authority for Resource Efficiency of California (FARECal) pursuant to agreement with FARECal approved by the Utility Board on November 22, 2010.

E. SCHEDULED ITEMS

1. **Execution of Memorandum of Understanding for the Assignment of San Juan Unit 3 Entitlement Rights. Recommendation:** Authorize the Director of Utilities to sign a Memorandum of Understanding (MOU) for the layoff and sale of Azusa Light & Water's interest in the San Juan Project to the Utah Association of Municipal Power Systems (UAMPS).

2. **Amendment to the Azusa Risk Management Policy.** **Recommendation:** Approve the amendments to the Azusa Risk Management Policy as shown in the attachments to this report, including Exhibit A and Appendix D-1.
3. **Authorization to Solicit Proposals for Financial Advisor.** **Recommendation:** Approve Request for Proposal (RFP) scope of work and authorize staff to issue RFP to solicit proposals from Financial Advisors to consider options to refinance long term debt of water utility related to the purchase of Azusa Valley Water Company.

F. STAFF REPORTS/COMMUNICATIONS

1. Fourth Quarter Budget Report for Electric and Water Funds, FY 2010-2011

G. ADJOURNMENT

1. Adjournment.

“In compliance with the Americans with Disabilities Act, if you need special assistance to participate in a city meeting, please contact the City Clerk at 626-812-5229. Notification three (3) working days prior to the meeting or time when special services are needed will assist staff in assuring that reasonable arrangements can be made to provide access to the meeting.”

“In compliance with Government Code Section 54957.5, agenda materials are available for inspection by members of the public at the following locations: Azusa City Clerk's Office - 213 E. Foothill Boulevard, Azusa City Library - 729 N. Dalton Avenue, and Azusa Light & Water-729 N. Azusa Avenue, Azusa CA.”