



AGENDA

REGULAR MEETING OF AZUSA UTILITY BOARD AND AZUSA CITY COUNCIL

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

JANUARY 28, 2008
6:30 P.M.

AZUSA UTILITY BOARD

KEITH HANKS
CHAIRPERSON

ANGEL A. 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 and Azusa City Council

- 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.)*

The **Consent Calendar** maybe adopted with one vote, and if so adopted the printed recommended action will be enacted. If Staff or Councilmembers wish to address any item on the **Consent Calendar** individually, it will be considered as a **SPECIAL CALL ITEM**.

B. CONSENT CALENDAR

1. **Minutes. Recommendation:** Approve minutes of regular meeting on December 17, 2007 as written.
2. **Approval of Purchase of Water Utility Storage Containers. Recommendation:** Approve purchase of two secure storage containers to complete the recent upgrade to the Gladstone Water Yard in amount of \$12,741.02.
3. **Approval of Contract Extension and Additional Compensation for Civiltec Engineering. Recommendation:** Approve (a) the addition of \$22,000 to the Civiltec Engineering contract for inspection services on Project W-238, Replacement Pipeline Installation on Cypress and Sunset, et. al. in West Covina; and (b) three-month extension of contract to March 31, 2008.
4. **Approval of Bid to Retrofit Electric Division Trucks. Recommendation:** Approve bid by Ironman Emissions Group in amount of \$76,585.14 to retrofit five Electric Division diesel trucks with the Particular Matter (PM) Traps to comply with California Air Resources Board Requirements.
5. **Approval of Purchase of Two Electric Meter Shop Vehicles. Recommendation:** Waive formal bidding procedures in accordance with the Municipal Code Section 2-523(e) and award the purchase of two Chevrolet ¾-ton 2WD extended cab work trucks to Coalinga Motors, Incorporated in amount of \$28,850.88 each, plus a State Procurement Fee of 1.98%.
6. **Approval to Award Contracts for Bill Print and Mail, Electronic Bill Presentment and Payment, and Pay-By-Phone and Web Payment Options. Recommendation:** Approve the award of contracts to: (a) Infosend Incorporated to provide bill print and mail processing in amount of \$54,600 per year for three years, excluding postage, and electronic bill presentment in amount of \$22,000 with a one-time implementation charge of \$3,250; (b) BankServ in an estimated annual amount of \$5,600 per year for three years to act as bank merchant processor for electronic automated clearing house (ACH) payment transactions related to electronic billing; (c) Paymentus to collect and process pay-by-phone and web payments; and (d) Global Payments to act as bank merchant processor for one-time customer credit and debit card payments at transaction cost to customers per \$500 increment of \$3.25 for residential and \$3.75 for businesses.
7. **Approval of Resolution for the Designation of Los Angeles County Solid Waste Management Program as Local Enforcement Agency. Recommendation:** Approve the following resolution:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AZUSA, CALIFORNIA, APPROVING THE LOS ANGELES COUNTY SOLID WASTE MANAGEMENT PROGRAM (SWMP) AS THE LOCAL ENFORCEMENT AGENCY (LEA) RESPONSIBLE FOR ENFORCING ALL LAWS AND REGULATIONS PERTAINING TO THE MANAGEMENT OF SOLID WASTE WITHIN THE CITY OF AZUSA.

C. SCHEDULED ITEMS

1. **Approval to Increase Replacement Water Cost Adjustment Factor. Recommendation:** Authorize staff to increase the Replacement Water Cost Adjustment Factor by \$0.2340 per hundred cubic feet of water effective February 1, 2008 to recover the increased cost of purchasing water from Metropolitan Water District for November and December.

2. **Approval of Budget Amendment for Purchased Water Costs.** Recommendation: Approve the following resolution:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AZUSA, CALIFORNIA, AMENDING THE FISCAL YEAR 2007-2008 OPERATING BUDGET FOR THE WATER UTILITY TO PAY FOR PURCHASED WATER.

D. STAFF REPORTS/COMMUNICATIONS

1. Monthly Update on Water Shortage Declaration
2. Monthly Update on Water Treatment Plant
3. Monthly Power Resources Update
4. Department of Energy kWh Rate Survey
5. 2008 Utility Board Meeting Schedule
6. California Municipal Utilities Association (CMUA) March Conference
7. Report by Director of Utilities on CMUA Capitol Day Activities (Verbal)

E. DIRECTOR'S COMMENTS

1. Request for Certificates of Appreciation to outgoing Miss Azusa, Jamie Pezold, outgoing Miss Outstanding Teen Jamie Alvarez, and Princess Crystal Munoz, to be presented on February 2, 2008, Miss Azusa and Miss Outstanding Teen Pageant.

RECESS REGULAR UTILITY BOARD MEETING AND CONDUCT WORKSHOP ON SOLID WASTE ISSUES

F. WORKSHOP

1. Workshop On Solid Waste Issues

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."