



CITY OF AZUSA
MINUTES OF THE REGULAR MEETING
OF THE AZUSA UTILITY BOARD/CITY COUNCIL
MONDAY, NOVEMBER 24, 2008 – 6:30 P.M.

The Utility Board/City Council of the City of Azusa met in regular session, at the above date and time, at the Azusa Light and Water Conference Room, located at 729 N. Azusa Avenue, Azusa, California.

Chairman Carrillo called the meeting to order and Mr. Jorge Rosales led in the salute to the Flag.

Call to Order

ROLL CALL

Roll Call

PRESENT: BOARD MEMBERS: GONZALES, CARRILLO, MACIAS, HANKS, ROCHA
ABSENT: BOARD MEMBERS: NONE

Also Present

ALSO PRESENT:

City Attorney Ferre, City Manager Delach, Assistant City Manager Makshanoff, Director of Resource Management Tang, Assistant to the Utilities Director Kalscheuer, Assistant Director of Water Operations Anderson, Economic and Community Development Director Christianson, Assistant Director Customer Care and Solutions Vanca, Customer Care Operations Supervisor Tapia, Azusa Police Lieutenant Momot, City Clerk Mendoza, Deputy City Clerk Toscano.

Public Participation

Pub Part

Mr. Art Morales addressed the Board Members expressing his opinion regarding the following: announcements on City and Utility Reader Boards; free swim and an explanation regarding why it cannot be accomplished with Public Benefits Funds; clarification on minutes; report on trash, and re-location or reconfiguration of the Light and Water customer drop box for payment of bills.

A. Morales
Comments

The **CONSENT CALENDAR** consisting of Items B-1 through B-11, was approved by motion of Board Member Hanks, seconded by Chairman Carrillo and unanimously carried with the exception of items B-3, B-9 and B-11, which were considered under the Special Call portion of the Agenda.

Consent Cal
Appvd

1. The minutes of the regular meeting of October 27, 2008, were approved as written.

Min appvd

2. The minutes of Utility Board Workshop on October 27, 2008, were approved as written.

Wrksp min
appvd

3. SPECIAL CALL ITEM.

Spec Call

4. Plans and specifications for Project LD2008-3, furnish, install, refurbish, and secure the existing chain link fencing at Azusa Substation – 809 North Angeleno Avenue, were approved.

Plans & Specs
Proj. LD08-3

- | | | |
|-----|--|---|
| 5. | Plans and specifications for Project LD2008-4, furnish and installation underground conduits and street lights along Ranch Road north of Sierra Madre were approved and the City Clerk's Office was authorized to advertise for bids. | Plans & Specs
Proj. LD08-4 |
| 6. | The addition of \$30,000 to Hunter Electric blanket purchase order to fund additional work necessary to repair damage arising from the theft of wire and control devices from emergency generators at Wells No. 3 and 11, was approved. | Hunter Elect
Add PO |
| 7. | Formal bidding procedures were waived and the purchase of one Ford F150 pickup truck and one Ford F250 truck were awarded to Downtown Ford Sales under California Multiple Award Schedule (CMAS Contract No. 1-08-23-20) in amount of \$42,148.28, including tax and delivery. | Pur Ford F150
& F250 |
| 8. | Formal bidding procedures were waived and the purchase of one Model 1-ERV-750 Automated Valve Operator with Datalogger and software was awarded to E.H. Wachs Company in amount of \$15,227.68, including tax and delivery. | Pur Auto Valve
Operator w/
Datalogger |
| 9. | SPECIAL CALL ITEM. | Spec Call |
| 10. | Staff was authorized to solicit proposals from qualified consultants to review adequacy of water rates and make recommendations on any changes to the water rate adjustment of 6% which is scheduled to go into effect on July 1, 2009. | Proposals
Water Rate
Study |
| 11. | SPECIAL CALL ITEM. | Spec Call |

SPECIAL CALL ITEMS

- | | |
|---|--|
| Board Member Rocha addressed item regarding underground electric substructures notice of completion asking if there were any change orders; staff responded that there were not and the project was completed on time. | Rocha
Comment |
| Moved by Board Member Macias, seconded by Board Member Rocha and unanimously carried to approve and accept the Notice of Completion for Project LD 2008-2 to furnish and install underground electric substructures along Gladstone Street, Azusa Avenue, and Arrow Highway and to direct the City Clerk's Office to have notice executed, and recorded in the Office of Los Angeles County Recorder. | NOC Under-
ground
substructures
Proj. LD 08-2 |
| Board Member Rocha addressed the Civiltec Engineering Reimbursable compensation item and asked when the project is expected to be completed and if the reimbursable \$40,000 completes the work. Staff responded that the construction work has been completed; the additional funds should complete the project; but staff is going through a list of items to ensure completion. | Rocha
Comment |
| Moved by Board Member Macias, seconded by Board Member Rocha and unanimously carried to approve the reimbursable addition of \$40,000 to Civiltec Engineering Contract for continuing inspection of Rosedale Development water storage reservoirs and water pump stations, was approved. | Civiltec Engr
Reimburs add |
| Board Member Rocha asked that single use bags be available for distribution at the Christmas Program and that they be available for distribution at the Christmas Program and asked that the messages be made available in Spanish. Board Member Macias asked that corporate sponsorship be sought to support the issue. Administrative Technician Cawte displayed a sample bag from the County stating that it could be customized, and she also displayed a resource package which will be distributed to local stores. | Discussion
Recycling
Program
Bags |
| Moved by Board Member Macias, seconded by Board Member Rocha and unanimously carried to approve the implementation of a single use bag reduction program and a budget amendment of \$10,000 to cover program expenses. | Single Use Bag
Reduction Pgm |

SCHEDULED ITEMS

Sched Items

Director of Resource Management Tang presented information regarding the Water Supply Agreement with Miller Coors LLC, stating that negotiations have been ongoing regarding the previously formulated rate adjustment process, and that certain sections need clarification; he requested that a letter extending the negotiating period to February 2009 in order to finalize an amendment, be approved.

Dir of Res Management Wtr Supply Agreement

Moved by Board Member Gonzales, seconded by Board Member Hanks and unanimously carried to approve letter of agreement with Miller Coors LLC to extend the negotiating period until February 1, 2009, for purposes of negotiating changes to the Water Supply Agreement between the parties.

Letter Agmt Millers appvd

Staff Rpts

STAFF REPORTS

Director of Resource Management Tang presented the Monthly Update on Water Treatment Plant stating that the project is approximately 90% complete and they are facing some delays in the completion; the contractors have slowed down.

Monthly WTP Update

Assistant Director of Water Operations Anderson addressed the issue stating that the project is past its completion date, November 13th, and \$1,000 a day is being applied, the 10% retention has been reinstated and they have provided a revised schedule. He and City Attorney Ferre responded to questions posed about the retention percentage, the leverage it entails, project commencement – approximately December 19th, production of a product, and Department of Health Services testing.

C. Anderson Comments Add'l discussion

Assistant to the Utilities Director Kalscheuer provided an update on the negotiations with Athens Services stating that staff sent a letter to Athens inviting proposals to address the concerns the City has regarding going to MRF waste; receiving a commitment to provide low cost rates for an automated system; having authorization to permit commercial recyclers to operate in the City and be able to charge for their services; and full disclosure of what is going into the MRF in terms of tonnage, and what is going to the landfill in order that the City will know what is being diverted at the MRF to make sure residents aren't paying excess disposal fees; Athens has not responded. He stated that an RFP was mailed to five consultants and four have responded: HF& H Consultants, Alternative Resources, Inc., MSW Consultants, and Shawn Environmental; proposals were mailed to the City Attorney's office; City Manager Delach reported that he had received a call from Athens regarding above issues and will be following up with them.

C. Kalscheuer Athens Neg Update and City Mgr Comment

Director of Resource Management Tang presented the Southern California Electric Utilities Retail Rate Comparisons stating that Azusa's rates are very favorable.

Electric Rate Comparisons

Discussion was held regarding the December Utility Board Meeting and it was consensus of the Board Members that the meeting of December 22nd be cancelled and that any business that may arise could be handled at the Council meeting of December 15, 2008 or January 5, 2009.

Meeting of 12/22 Canceled

Director of Resource Management Tang presented an update on the drought stating that as of today the canyon level is between 40-50 feet higher than last year; Watermaster replacement water cannot be counted on for this year; the Four City District delivery which comes from northern California will be about 1/3 of what was supplied last year, and rainfall will have to be a main source of water for this year. He stated that the staff needs to continue the conservation message; additional discussion was held regarding water.

B. Tang Update on Drought

DIRECTOR'S COMMENTS

Dir Cmts

Director of Resource Management Tang reported on the Water Conservation and Dry Parkways stating that there have been some complaints that Community Improvement is fining residents due to dry parkways or barren landscape; he spoke to Community Improvement and found that they may be isolated incidences and enforcement actions have been minimal; they are now temporarily suspending fines due to unsightly landscaping. He asked that staff be advised of any complaints in order that they may resolve the problem with Community Improvement and residents. Discussion was held regarding special permits for alternative landscaping and/or the City offering mulch and it was pointed that it was part of a recent backyard composting workshop; staff will look into options offered.

Water
Conservation
Complaints

Board Member Macias requested clarification on the construction on Sierra Madre and asked when the project will be completed; City Manager Delach responded that he would get that information to him.

Macias
Comment

It was consensus of the Board Members to adjourn.

Adjourn

TIME OF ADJOURNMENT: 7:21P.M.

SECRETARY

NEXT RESOLUTION NO. 08-C110.