



AGENDA

**REGULAR MEETING OF
AZUSA UTILITY BOARD**

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

**NOVEMBER 24, 2014
6:30 P.M.**

AZUSA UTILITY BOARD

**ROBERT GONZALES
CHAIRPERSON**

**EDWARD J. ALVAREZ
VICE CHAIRPERSON**

**JOSEPH R. ROCHA
BOARD MEMBER**

**URIEL E. MACIAS
BOARD MEMBER**

**ANGEL CARRILLO
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 October 27, 2014 as written.
2. **Amendment of Blanket Purchase Order to Olympic Staffing Services, a Temporary Employment Service. Recommendation:** Approve and authorize an amendment in the amount of \$20,000 to the Blanket Purchase Order issued to Olympic Staffing Services for the fiscal year ending June 30, 2015.
3. **Approval of the Extension of Electric Rate “Schedule EV - Electric Vehicle Off-Peak Charging Discount”.** **Recommendation:** Adopt Resolution No. UB-13-14 approving the attached Electric Rate “Schedule EV – Electric Vehicle Off-peak Charging Discount” to extend the off-peak discount for charging residential electric vehicles.

A RESOLUTION OF THE CITY COUNCIL AND UTILITY BOARD OF THE CITY OF AZUSA, CALIFORNIA, APPROVING REVISION OF ELECTRIC UTILITY RATE SCHEDULE EV TITLED “ELECTRIC VEHICLE OFF-PEAK CHARGING DISCOUNT” TO ENCOURAGE OFF-PEAK CHARGING OF ELECTRIC VEHICLES BY RESIDENTIAL CUSTOMERS

4. **Approval of Notice of Completion for the Foundation and Slab Project W-276 at the Gladstone Yard. Recommendation:** Accept the Foundation and Slab Project W-276, approve the Notice of Completion, and direct the City Clerk’s Office to execute the Notice of Completion, record and file at the Office of the Los Angeles County Recorder.
5. **Professional Services Agreement with Sustainable Environmental Management Company (SEMCO) d.b.a. Huls Environmental Management, LLC for Administration of Oil Payment Program. Recommendation:** Waive formal Request for Qualifications (RFQ) and award a three-year professional services agreement to Sustainable Environmental Management Company d.b.a. Huls Environmental Management, LLC for the administration of used oil recycling payment program in amount of \$19,140.
6. **Acceptance of Grant of Easement from Property Owner at the Rosedale Subdivision - Tract 54057-21 Lots 5,6,17 & 18. Recommendation:** Accept the Grant of Easement by attached Resolution No. UB-14-14 for the Property located at Rosedale Subdivision in City of Azusa, Tract 54057-21 Lots 5,6,17 & 18 owned by Azalea Rosedale, LP and Rosedale Land Partners II, LLC, and authorize the City Clerk to file the easement documents in the Office of the Los Angeles County Recorder.

A RESOLUTION OF THE UTILITY BOARD / CITY COUNCIL OF THE CITY OF AZUSA ACCEPTING A CERTAIN GRANT OF PERMANENT EASEMENT AND DIRECTING THE RECORDING THEREOF

7. **Award Sole Source Contract for Paving the Intersection of 9th Street and Pasadena Avenue. Recommendation:** Award of a sole source contract to Western Paving Contractors Inc. in an amount of \$20,600, plus a 10% contingency, for paving the intersection of 9th and Pasadena

Avenue.

8. **Cancellation of December Utility Board Meeting.** **Recommendation:** Cancel the scheduled Utility Board meeting of December 22, 2014.

E. SCHEDULED ITEMS

1. **Adoption of an Updated Water Fund Cash Reserve Policy.** **Recommendation:** Adopt Resolution No. UB-15-14 to set the minimum unrestricted cash reserve target for the Water Fund at \$19 million.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AZUSA, CALIFORNIA,
SETTING CERTAIN RESERVE POLICIES FOR THE WATER UTILITY ENTERPRISE
FUND

2. **Approval of \$4 Million Water Fund Loan to the General Fund.** **Recommendation:** Approve a Loan Agreement to make a temporary loan from the Water Fund to the General Fund of \$4 million and authorize execution of the necessary documents by the Interim City Manager and the Director of Utilities following acceptance of the Loan Agreement by the City Attorney.

F. STAFF REPORTS/COMMUNICATIONS

1. FY 14/15 First Quarter Budget Report for Water and Electric Funds
2. New Solid Waste Laws: AB 1826 and AB 1594
3. Azusa Water Supply Strategic Options Update
4. Canal Protection Update
5. Drought Update (Verbal)
6. Smart Grid Project Update

G. CLOSED SESSION

1. None.

H. ADJOURNMENT

1. Adjournment.

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“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.”