



**AGENDA**

**REGULAR MEETING OF  
AZUSA UTILITY BOARD**

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

**JULY 23, 2018  
6:30 P.M.**

**AZUSA UTILITY BOARD**

**ROBERT GONZALES  
CHAIRPERSON**

**EDWARD J. ALVAREZ  
VICE CHAIRPERSON**

**ANGEL A. CARRILLO  
BOARD MEMBER**

**JOSEPH R. ROCHA  
BOARD MEMBER**

**URIEL E. MACIAS  
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 of the Regular Utility Board Meeting on June 25, 2018.**

**Recommendation:** 1) Approve minutes as written.

2. **Acceptance of Proposal by Infosend for Utility Bill Print and Mailing Services and Authorization to Execute Professional Services Agreement with Infosend, Inc.**

**Recommendation:** 1) Accept the proposal submitted by Infosend, Inc. for utility bill print and mailing services; 2) Pursuant to the Azusa Municipal Code Section 2-538 regarding the awarding of contracts, authorize the City Manager to execute a professional services agreement, in a form acceptable to the City Attorney, with Infosend, Inc. for three years from August 1, 2018 to July 31, 2021 without price increase; and 3) Authorize issuance of contract purchase order to Infosend, Inc. in the amount of \$135,000 for each year of the contract.

3. **Approval of the Notice of Completion for the Well 6 Rehabilitation Capital Improvement Project.**

**Recommendation:** 1) Accept Well 6 project improvements outlined in Task Order Number 5 and 6; 2) Approve the Notice of Completion; 3) Authorize the Mayor to execute the document on behalf of the City; and 4) Authorize the City Clerk to submit the Notice of Completion for recordation to the Office of the County Recorder of Los Angeles County, within ten days of the Utility Board approval, as required by Section 3093 of the California Civil Code.

4. **Approval of the Notice of Completion for Capital Improvement Project W-289 Azusa Avenue Water Main Replacement.**

**Recommendation:** 1) Accept Azusa Avenue Water Main Replacement project improvements outlined in W-289 plans and specifications; 2) Approve the Notice of Completion; 3) Authorize the Mayor to execute the document on behalf of the City; and 4) Authorize the City Clerk to submit the Notice of Completion for recordation to the Office of the County Recorder of Los Angeles County, within ten days of the Utility Board approval, as required by Section 3093 of the California Civil Code.

5. **Approval of Cancellation of August Utility Board Meeting.**

**Recommendation:** 1) Cancel the Utility Board regular meeting on August 27, 2018.

**E. SCHEDULED ITEMS**

1. None.

**F. STAFF REPORTS/COMMUNICATIONS**

1. Assessment of Azusa Light & Water's Water System
2. LED Streetlight Retrofit Project Update

**G. VERBAL COMMUNICATIONS**

1. Water Supply Update
2. General Policy and Regulatory Updates

**H. CLOSED SESSION**

1. None.

**I. 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.”*

I, Anthony Hernandez, Acting Senior Administrative Technician, declare that I am an employee of the City of Azusa. On July 19, 2018 at 4:30 p.m. the agenda for the Utility Board Regular Meeting on Monday, July 23, 2018, was posted in the City Clerk's Office, 213 East Foothill Boulevard; the City Library, 729 North Dalton Avenue; Azusa Light & Water, 729 North Azusa Avenue; and the City's webpage at [www.ci.azusa.ca.us](http://www.ci.azusa.ca.us). I declare under penalty of perjury that the foregoing is true and correct.

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Acting Senior Administrative Technician  
Azusa Light & Water