



**AGENDA**

**REGULAR MEETING OF  
AZUSA UTILITY BOARD**

**AZUSA LIGHT & WATER  
729 N. AZUSA AVENUE  
AZUSA, CA 91702  
(ELECTRONICALLY ONLY)**

**MONDAY, APRIL 26, 2021  
6:30 P.M.**

**CORONAVIRUS (COVID-19) ADVISORY**

Due to the state and local State of Emergency resulting from the threat of Novel Coronavirus (COVID-19), and in accordance with Governor Newsom’s Executive Order N-29-20 there will be no public location for attending this meeting in person. Members of the public may listen to the meeting and provide public comment by calling **(669) 900-6833** and when prompted entering the meeting ID **944 9285 0248** and **Passcode 404137**. Members of the public interested in making comments on specific items on the Regular Utility Board meeting agenda will need to call-in prior to the start of the meeting between 6:00 PM and 6:30 PM and request recognition as a speaker during the Public Participation item on the agenda. Please note that members of the public will otherwise be muted during the balance of the meeting following Public Participation.

Members of the public may also submit written comment by emailing [PublicComment@azusaca.gov](mailto:PublicComment@azusaca.gov) by 4:00 PM on the day of the meeting. Emailed public comment shall be limited to 250 words, will be provided to the Utility Board prior to the start of the meeting, and will be made part of the record; however, emailed comments will not be read aloud during the meeting.

Any member of the public requiring a reasonable accommodation to participate in this meeting in light of this announcement shall contact the City Clerk’s Office prior to 2:30 p.m. at 626-812-5200 or [PublicComment@azusaca.gov](mailto:PublicComment@azusaca.gov).

**AZUSA UTILITY BOARD**

**URIEL E. MACIAS  
CHAIRPERSON**

**JESSE AVILA, JR.  
VICE CHAIRPERSON**

**ROBERT GONZALES  
BOARD MEMBER**

**EDWARD J. ALVAREZ  
BOARD MEMBER**

**ANDREW N. MENDEZ  
BOARD MEMBER**

**6:30 PM Convene to Regular Meeting of the Azusa Utility Board.**

- Call to Order
- Roll Call
- Flag Salute

**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. SCHEDULED ITEMS**

**1. Election of Utility Board Officers**

**Recommendation:** 1) Elect by majority vote Jesse Avila, JR. as Chairperson and Andrew N. Mendez as Vice Chairperson to serve as officers of the Utility Board; and 2) Affirm that the City Clerk will serve as Secretary.

**E. 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 Utility Board Meeting on March 22, 2021**

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

**2. Award a Professional Service Contract to Etap Inc. to Perform the Implementation of a SCADA System for the Azusa and Kirkwall Substations**

**Recommendation:** 1) Award a PSA Contract to Etap Inc. in the amount not-to-exceed \$49,950 for full implementation Supervisory Control and Data Acquisition system for Kirwall and Azusa Substations under Azusa Municipal Code Section 2-517(a)(22) specialized computer software and hardware; and 2) Authorize the Mayor to execute the Contract in a form acceptable to the City Attorney.

3. **Approve a Purchase Order to Raider Painting for Restorative Painting Services at the Joseph F. Hsu Water Filtration Plant**

**Recommendation:** 1) Approve a Purchase Order to Raider Painting, in an amount not-to-exceed \$45,000, for painting services at the Joseph F. Hsu Water Filtration Plant; and 2) Authorize the City Manager to execute a Letter of Agreement with Raider Painting, in a form acceptable to the City Attorney.

4. **Approve Grant Agreement with San Gabriel Valley Municipal Water District for Low-Income COVID Assistance Grant Program**

**Recommendation:** 1) Approve the Grant Agreement with the San Gabriel Valley Municipal Water District in the amount of \$100,000 for the low-income COVID Assistance Grant Program; and 2) Authorize the Director of Utilities to execute the Grant Agreement, in a form acceptable to the City Attorney.

5. **Award Task Order 11 for Aspan Well Reactivation Feasibility Study to Stetson Engineers, Inc.**

**Recommendation:** 1) Award Task Order 11 for Aspan Well Reactivation Feasibility Technical Memorandum to Stetson Engineers, Inc., under the existing Master Professional Services Agreement, for a not-to-exceed amount of \$27,500.

F. **STAFF REPORTS/COMMUNICATIONS**

1. **Review of the Electric Fund Cash Reserves Policies**

**Recommendation:** 1) This report is provided for information only and no action is required.

2. **Annual SB 1037 Report**

**Recommendation:** 1) Receive and file informational report.

G. **VERBAL COMMUNICATIONS**

1. Power Supply Update

2. Water Supply Update

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, Brittany Palagonia, Office Specialist, declare that I am an employee of the City of Azusa. On April 22, 2021 at 4:30 p.m. the agenda for the Utility Board Regular Meeting on Monday, April 26, 2021, 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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Brittany Palagonia  
Office Specialist  
Azusa Light & Water