



AGENDA

**REGULAR MEETING OF
AZUSA UTILITY BOARD**

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

**JULY 25, 2011
6:30 P.M.**

AZUSA UTILITY BOARD

**KEITH HANKS
CHAIRPERSON**

**ANGEL 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

- 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 June 27, 2011 as written.
2. **Professional Services Agreement with Huls Environmental Management LLC. Recommendation:** Waive formal Request for Qualifications (RFQ) and award a three-year Professional Services Agreement with Huls Environmental Management, LLC in the amount of \$6,380 per year for the administration of oil payment program.
3. **Contract with Systems & Software to Convert 111 Reports. Recommendation:** Approve contract with Systems & Software to convert 111 reports using the new reporting software that is compatible with the enQuesta Customer Information System upgrade, now in progress, in the amount of \$23,040.

E. SCHEDULED ITEMS

1. **Safety Manual for Electric Division and Safety Audit for Water and Electric Operations. Recommendation:** Adopt Safety Manual for the Electric Division and authorize staff to solicit proposals from an independent third party to perform a safety audit of its water and electric field operations.
2. **Electric Yard Improvements. Recommendation:** Approve plans to refurbish existing roof and perimeter fence of the Electric Yard at 1020 West Tenth Street, and authorize the City Clerk to advertise Notice Inviting for Bids.
3. **Participation in Hydroelectric Feasibility Study. Recommendation:** Authorize the Director of Utilities to consummate arrangements with the San Gabriel Valley Municipal Water District (SGMWD) to pay 25% of the costs to perform an updated Hydroelectric Feasibility Study with Azusa's share not-to-exceed \$15,000.
4. **Adoption of Legislative Positions. Recommendation:** Adopt legislative positions referenced in attached report and authorize the Mayor to sign letters addressed to legislators to advocate the adopted positions.

F. STAFF REPORTS/COMMUNICATIONS

1. Utility Bill Postage Update
2. Lodi Energy Center Update
3. AB 939 Compliance Update

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.”

“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.”