



**AGENDA**

**REGULAR MEETING OF  
AZUSA UTILITY BOARD**

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

**NOVEMBER 27, 2017  
6:30 P.M.**

**AZUSA UTILITY BOARD**

**URIEL E. MACIAS  
CHAIRPERSON**

**ROBERT GONZALES  
VICE CHAIRPERSON**

**JOSEPH R. ROCHA  
BOARD MEMBER**

**EDWARD J. ALVAREZ  
BOARD MEMBER**

**ANGEL A. 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 meeting on October 23, 2017 as written.
  
2. **Approval of the Notice of Completion for the Water Capital Improvement Supervisory Control and Data Acquisition System and Radio Communication Upgrade Project for the Water Division. Recommendations:** 1) Accept the project improvements; 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 UB approval, as required by Section 3093 of the California Civil Code.
  
3. **Ratify Termination of the Professional Services Agreement with PMCM and Approve the Issuance of a New Purchase Order to Leidos Engineering, LLC as a Substitute for Performing the Scope of Work Associated with Azusa Substations Capacity Upgrades. Recommendations:** 1) Ratify termination of the Professional Services Agreement with PMCM; 2) Approve issuance of a Purchase Order to Leidos Engineering LLC (Leidos) in an amount not to exceed \$49,000; and 3) Authorize the Mayor to execute, in a form acceptable to the City Attorney, the Professional Services Agreement (PSA) with Leidos.
  
4. **Bureau of Reclamation Watersmart Grant Agreement and Grant Management Proposal by Blais & Associates. Recommendations:** 1) Approve the WaterSmart Grant Agreement with the Bureau of Reclamation; 2) Approve Professional Services Agreement with Blais & Associates for grant management services, subject to City Attorney's final review; and 3) Authorize the Mayor to execute, in a form acceptable to the City Attorney, the above documents on behalf of the City of Azusa.
  
5. **Second Amendment of Contract with IDS Group for Architectural and Construction Management Services for Lobby Remodel Project: Recommendations:** 1) Approve the attached Second Amendment to the Professional Services Agreement with IDS to extend the term of agreement by six months, to December 31, 2018, and the additional not-to-exceed amount of \$24,800; and 2) Authorize the Mayor to execute the contract amendment, in a form acceptable to the City Attorney.
  
6. **Cancellation of December Utility Board Meeting. Recommendation:** 1) Cancel the scheduled Utility Board meeting of December 26, 2017.

#### **E. SCHEDULED ITEMS**

1. None.

**F. STAFF REPORTS/COMMUNICATIONS**

1. Update on Street Light Retrofit Projects
2. South Water Tank Condition Update
3. Fiscal Year 2017-2018 First Quarter Budget Reports for Water and Electric Funds
4. Federal Legislative Update

**G. CLOSED SESSION**

1. None.

**H. 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, Stephanie Urich, Senior Administrative Technician, declare that I am an employee of the City of Azusa. On November 22, 2017 at 4:30 p.m. the agenda for the Utility Board regular meeting on Monday, November 27, 2017, was posted in the City Clerk’s Office, 213 E. Foothill Boulevard; the City Library, 729 N. Dalton Avenue; Azusa Light & Water, 729 N. Azusa Avenue; and the City’s webpage at www.ci.azusa.ca.us. I declare under penalty of perjury that the foregoing is true and correct.

---

Senior Administrative Technician  
Azusa Light & Water