



EAST PALO ALTO SANITARY DISTRICT

BOARD OF DIRECTORS

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Akin Okupe, M.B.A, P.E., General Manager

EAST PALO ALTO SANITARY DISTRICT ENGINEERING COMMITTEE MEETING September 20 2018 1:30 P.M.

Notice is hereby given that the Engineering Committee Meeting of the East Palo Alto Sanitary District will be held on **Thursday, September 20, 2018 at 1:30 p.m.** The meeting will take place at the East Palo Alto Sanitary District office located at 901 Weeks Street, East Palo Alto, California.

1. Call to Order

Director Dennis Scherzer
Director Bethzabe Yanez

2. Roll Call

3. Communications from the Public

Members of the public are invited to address the Board regarding non-agenda items at the beginning of the meeting only. Persons wishing to speak on items listed on the agenda will be heard when called by the meeting chair.

4. Agenda Amendments

5. Technology Review

6. Review/Approval of July, 10 2018 Engineering Committee Minutes

7. Review/Discussion

- A. 2020 Bay Road
- B. EPA Arts Center
- C. University Plaza Phase 2

8. Review/Discussion of BBK Memorandum Regarding Waiver of Connection Fees

9. Review/Discussion of Bartles & Wells Report

10. Review/Discussion of Connection Fee Memo

11. Oral & Written Communication - Brief reports may be presented by the Manager and Staff pertaining to items not listed on the Agenda; however, no discussion or action can be taken.

12. Future Agenda

October 31, 2018 at 1:30 p. m. Engineering Committee

13. Adjournment

(xx) Additional Materials Attached

Agenda Item 1 & 2
Meeting Date 9/20/2018

I. NATURE OF ITEM

Call to Order

Called to order by _____ at _____ **p.m.**

2. Roll Call

Directors Present:

Directors Absent:

Staff Present:

Guests Present:

(xx) Additional Materials Attached

Agenda Item 3 & 4
Meeting Date 9/20/2018

3. NATURE OF ITEM

Communication from the Public - Members of the public are invited to address the Board regarding agenda items and non-agenda items at the beginning of the meeting only. Persons wishing to speak on items listed on the agenda will be heard when called by the meeting chair.

Speaker # 1: _____

Speaker # 2: _____

Speaker # 3: _____

4. Agenda Amendments

Item# _____ moved to _____

Item# _____ moved to _____

Item# _____ tabled

Item# _____ tabled

(xx) Additional Materials Attached

Agenda Item 5
Meeting Date 9/20/2018

I. NATURE OF ITEM

DISCUSSION: TECHNOLOGY REVIEW

II. BACKGROUND

This standing agenda item has been added to the Engineering Committee meetings by its members and will serve as an opportunity to be updated on emerging technologies in the field of wastewater transportation and treatment.

III. STAFF COMMENTS/COMMUNICATIONS

IV. ACTION OPTIONS

V. COMMITTEE ACTION TAKEN

VI. NEXT STEPS

(xx) Additional Materials Attached

Agenda Item 6
Meeting Date 9/20/2018

I. NATURE OF ITEM

14. REVIEW/APPROVAL of July 10, 2018 Engineering Committee Minutes

II. BACKGROUND

III. STAFF COMMENTS/ RECOMMENDATIONS

IV. ACTION OPTIONS

To be Determined upon Discussion

V. COMMITTEE ACTION TAKEN

VI. NEXT STEPS

**EAST PALO ALTO SANITARY DISTRICT
ENGINEERING COMMITTEE MEETING MINUTES
July 10, 2018**

1. Call to Order

A Rescheduled Engineering Committee Meeting of the East Palo Alto Sanitary District was called to order by Director Yanez on Tuesday, July 10, 2018 at 1:07 p.m. The meeting was held at the East Palo Alto Sanitary District office located at 901 Weeks Street, East Palo Alto, California.

2. Roll Call

Directors Present
Bethzabe Yanez
Dennis Scherzer

Staff Present
Akin Okupe, General Manager

3. Communications from the Public

There were no communications from the public.

4. Agenda Amendments

There were no agenda amendments.

5. Technology Review

Mr. Okupe reported that employee Merwyn Poblete returned to work on July 1, 2018 and is training the new temporary employees on the Lucidity software.

6. Review/Approval of May 21, 2018 Engineering Committee Minutes

The Committee reviewed and approved the meeting minutes of May 21, 2018.

7. Review/Discussion of McDonalds Structural Remodel/Modification

A. 1585 Bay Road
B. 1721 East Bayshore

C. 2020 Bay Road
D. EPA Arts Center

Mr. Okupe reported that the engineering drawing submitted by McDonald's for the 1585 Bay Road and 1721 East Bayshore projects has been approved and will now proceed to construction of the structural remodeling.

With regard to the 2020 Bay Road and EPA Arts Center development projects, hydraulic modeling is currently underway to ascertain how the project will affect the existing collection system. Once this information is determined, a further meeting will be held to enter into an agreement for the upgrade to the collection system.

8. Review/Discussion of Current Restricted Funds Financial Statement

Director Scherzer reminded the Committee that the connection fee restricted funds are only to be used to enlarge the system to accommodate new users.

9. Review/Discussion of BBK Memorandum Regarding Waiver of Connection Fees

The Committee discussed at length the BBK memorandum regarding the waiver of connection fees.

10. Review/Discussion of Bartles & Wells Report

This item was discussed as part of Item 9.

11. Review/Discussion of Connection Fee Memo

This item was discussed as part of Item 9.

12. Oral & Written Communication

There was no oral or written communication.

13. Future Agenda

The next meeting will be held on August 21, 2018 at 1:30 p.m.

- Grant letter from City of East Palo Alto
- 2020 Bay Road and EPA Arts Center update
- Freyer & Laureta update
- Parcel report update

14. Adjournment

There being no further business, the meeting adjourned at 1:20 p.m.

APPROVED:

Board President

Board Secretary

(xx) Additional Materials Attached

Agenda Item 7
Meeting Date 9/20/2018

I. NATURE OF ITEM

REVIEW/DISCUSSION

- A. 2020 Bay Road
- B. EPA Arts Center
- C. University Plaza Phase 2

II. BACKGROUND

III. STAFF COMMENTS/COMMUNICATIONS

As directed

IV. ACTION OPTIONS

To be determined upon discussion.

V. COMMITTEE ACTION TAKEN

VI. NEXT STEPS

(xx) Additional Materials Attached

Agenda Item 8
Meeting Date 9/20/2018

I. NATURE OF ITEM

REVIEW/DISCUSSION of BBK Memorandum Regarding Waiver of Connection Fees

II. BACKGROUND

This item was requested by Director Scherzer

III. STAFF COMMENTS/COMMUNICATIONS

As directed

IV. ACTION OPTIONS

To be determined upon discussion.

V. COMMITTEE ACTION TAKEN

VI. NEXT STEPS

(xx) Additional Materials Attached

Agenda Item 9
Meeting Date 9/20/2018

I. NATURE OF ITEM

REVIEW/DISCUSSION of Bartles & Wells Report

II. BACKGROUND

This item was requested by Director Scherzer

III. STAFF COMMENTS/COMMUNICATIONS

As directed

IV. ACTION OPTIONS

To be determined upon discussion.

V. COMMITTEE ACTION TAKEN

VI. NEXT STEPS

(xx) Additional Materials Attached

Agenda Item 10
Meeting Date 9/20/2018

I. NATURE OF ITEM

REVIEW/DISCUSSION of Connection Fee Memo

II. BACKGROUND

This item was requested by Director Scherzer

III. STAFF COMMENTS/COMMUNICATIONS

As directed

IV. ACTION OPTIONS

To be determined upon discussion.

V. COMMITTEE ACTION TAKEN

VI. NEXT STEPS

(xx) Additional Materials Attached

Agenda Item 11
Meeting Date 9/20/2018

I. NATURE OF ITEM

ORAL & WRITTEN COMMUNICATION - Brief reports may be presented by the Manager and Staff pertaining to items not listed on the Agenda; however, no discussion or action can be taken.

II. BACKGROUND

III. STAFF COMMENTS/ RECOMMENDATIONS

IV. ACTION OPTIONS

To be determined upon discussion.

V. COMMITTEE ACTION TAKEN

VI. NEXT STEPS

(xx) Additional Materials Attached

Agenda Item 12
Meeting Date 9/20/2018

I. NATURE OF ITEM

FUTURE AGENDA

October 31, 2018 at 1:30 p.m. Engineering Committee.

II. BACKGROUND

III. STAFF COMMENTS/ RECOMMENDATIONS

IV. ACTION OPTIONS

To be determined upon discussion.

V. COMMITTEE ACTION TAKEN

VI. NEXT STEPS

(xx) Additional Materials Attached

Agenda Item 13
Meeting Date 9/20/2018

I. NATURE OF ITEM

Adjournment