



EAST PALO ALTO SANITARY DISTRICT

BOARD OF DIRECTORS

Glenda Savage, President
Joan Sykes-Miessi, Vice President
Bethzabe Yañez, Secretary
Goro Mitchell, Director
Dennis Scherzer, Director

901 Weeks Street
East Palo Alto, CA 94303
Phone: (650) 325-9021
Fax: (650) 325-5173
www.epasd.com

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

EAST PALO ALTO SANITARY DISTRICT ENGINEERING COMMITTEE MEETING February 22, 2019 9:30 A.M.

Notice is hereby given that the Engineering Committee Meeting of the East Palo Alto Sanitary District will be held on **Friday February 22, 2019 at 9:30 a.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 Joan Sykes-Miessi
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 January 31, 2019 Engineering Committee Minutes
7. **Review/Discussion**
 - A. Amazon Building
 - B. EPA Arts Center
 - C. Delinquency Fees
8. **Review/Discussion** of Sewer Repair Projects
9. **Review/Discussion** Meeting with Paula Shen regarding issues and concerns on the unpaid sewer service charges.

10. **Oral & Written Communication** - Brief reports may be presented by the
11. Manager and Staff pertaining to items not listed on the Agenda; however, no discussion or action can be taken.
12. **Future Agenda** March 19, 2019
13. **Adjournment**

(xx) Additional Materials Attached

Agenda Item 1 & 2
Meeting Date 2/22/2019

I. NATURE OF ITEM

1. 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 2/22/2019

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 2/22/2019

I. NATURE OF ITEM

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 2/22/2019

I. NATURE OF ITEM

Review/Approval January 31, 2019 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
SPECIAL ENGINEERING COMMITTEE MEETING MINUTES
January 31, 2019**

1. Call to Order

An Engineering Committee Meeting of the East Palo Alto Sanitary District was called to order by Director Scherzer on Thursday January 31, 2019 at 9:30 a.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

Joan Sykes-Miessi
Dennis Scherzer

Staff Present

Akin Okupe, General Manager
Korinne Nickings, Executive Admin. Asst.

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 he has received a proposal from Freyer & Laureta with regard to updating the GIS system. He is also researching technologies that will increase existing computer storage to facilitate the scanning of drawings and will present his findings and recommendations to the Committee at a future meeting.

6. Review/Approval of December 19, 2018 Engineering Committee Minutes

Director Scherzer noted that in Item 8, the figure of \$66,066 should be \$6,060.

The Committee reviewed and approved the meeting minutes of December 19, 2018 with the noted correction.

7. Review/Discussion

A. Amazon Building

This item was not discussed.

B. University Plaza Phase 2

Mr. Okupe reported that hydraulic modeling has been completed on Phase 2 of the University Plaza project, and he has discussed with the consultant the need for a pipe upgrade. The consultant has requested additional hydraulic modeling, to which Mr. Okupe responded by letter that there is a cost of \$6,000 for the additional modeling and that the modeling can proceed once payment is received.

C. Hydraulic Model Software

Mr. Okupe advised that the hydraulic modeling software is now available in-house.

D. EPA Arts Center

Mr. Okupe is awaiting a response to correspondence sent to the EPA Arts Center advising that \$45,000 in connection fees is owed to the District.

E. GTS System

Mr. Okupe has received a proposal from Freyer & Laureta. **[TAPE ENDED HERE]**

F. Delinquency Fees

8. Review/Discussion of Sewer Repair Projects

Director Scherzer wanted to let the record show that Mr. Okupe was able to save the District \$70,000 by bringing construction management of the Sewer Project in-house.

9. Oral & Written Communication

There was no oral or written communication.

10. Future Agenda

The next meeting will be held on February 21, 2019 at 9:30 a.m.

11. Adjournment

There being no further business, the meeting adjourned at 9:59 a.m.

APPROVED:

Board President

Board Secretary

(xx) Additional Materials Attached

Agenda Item 7
Meeting Date 2/22/2019

I. NATURE OF ITEM

Review/Discussion

- A. Amazon Building
- B. EPA Arts Center
- C. Delinquency Fees

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 2/22/2019

I. NATURE OF ITEM

Review/Discussion of Sewer Repair Projects

II. BACKGROUND

III. STAFF COMMENTS/COMMUNICATIONS

As directed

IV. ACTION OPTIONS

To be determined upon discussion.

V. COMMITTEE ACTION TAKEN

VI. NEXT STEPS

LIST OF SEWER MAIN AND LATERAL FOR FUTURE REPAIR PROJECT

As of February 12, 2019

	<u>Street Name</u>	<u>Manhole No.</u>	<u>Description/Problem</u>
1	E. Okeefe	C28 - C29	Broken Pipe with Roots - Replace 15Ft. 6" Clay Pipe
2	E. Okeefe	C28 - C27	Roots on every joint - Replace 42ft of 6" Clay Pipe
3	Cooley Ave.	E6 - E48	Broken Pipe at 156.2 ft - Replace 5ft. Of 6"Clay Pipe
		E48 - E6	Broken Pipe at 330.7 ft. - Replace 5ft of 6" clay pipe
		E48 - E49	Replace Wye at 146.5 ft (2265 Cooley) & 5ft of 6"clay Pipe
		E48 - E49	Replace Wye at 298.6 ft (2286 Cooley) & 5ft of 6"clay Pipe
4	Oconnor St	K2 - K1	Heavy Grease on Pipe From 5ft to 75Ft - Replace 75 ft. of 12" PVC pipe
5	Menalto/US 101	C19 - C21	Broken Pipe at 10 ft. - Replace 5ft of 6" clay Pipe
		C19 - C20	Broken Pipe at 10 ft. - Replace 5ft of 6" clay Pipe
6	Ralmar Ave	B20 - B19	Broken Pipe at 56.3 ft. - Replace 5ft of 6" clay Pipe
			Replace Wye at 524.1 ft & 5ft of 6"clay Pipe
			Broken Pipe at 238.8 ft. - Replace 5ft of 6" clay Pipe
			Broken Pipe at 478.9 ft. - Replace 5ft of 6" clay Pipe
			Replace Wye at 95.3 ft & 5ft of 6"clay Pipe
7	Ralmar Ave	B19 - B12	Broken Pipe at 68.7 ft. - Replace 5ft of 6" clay Pipe
			Broken Pipe at 264.8 ft. - Replace 5ft of 6" clay Pipe
			Replace Wye at 298.7ft & 5ft of 6"clay Pipe
			Broken Pipe at 375.1 ft. - Replace 5ft of 6" clay Pipe
8	Sacramento St.	H40 - H36	Broken Joint at 333.8 ft. - Replace 5ft of 6" clay Pipe
9	University Ave	E22 - E8	Broken Pipe at 306.8 ft. - Replace 5ft of 6" clay Pipe
		E22 - E23	Broken Pipe at 156.1 ft. - Replace 5ft of 6" clay Pipe
10	Verbena Dr	L17 - L16	Broken Pipe at 229.9 ft. - Replace 5ft of 6" clay Pipe
11	Weeks St.	F8 - F7	Broken Joint at 5.1 ft. - Replace 5ft of 6" clay Pipe
			Broken Pipe at 8.6 ft. - Replace 5ft of 6" clay Pipe
12	Garden St.	J10 - J9	Broken Joint at 13.8 ft. - Replace 5ft of 6" clay Pipe
			Broken Joint at 29.0 ft. - Replace 5ft of 6" clay Pipe
			Replace Wye at 270.5.7ft & 5ft of 6"clay Pipe
		J9 - J8	Broken Pipe at 180.0 ft. - Replace 5ft of 6" clay Pipe
		J6A - J5	Broken Joint at 275.2 ft. - Replace 5ft of 6" clay Pipe
		J8 - J5	Broken Joint at 215.0 ft. - Replace 5ft of 6" clay Pipe
13	Oconnor St	D24 - D25	Broken Joint at 157.1 ft. - Replace 5ft of 6" clay Pipe
		D27 - D26	Broken Pipe at 44.6 ft. - Replace 5ft of 6" clay Pipe
			Broken Joint at 148.6 ft. - Replace 5ft of 6" clay Pipe
			Broken Pipe at 352.0 ft. - Replace 5ft of 6" clay Pipe

(xx) Additional Materials Attached

Agenda Item 9
Meeting Date 2/22/2019

I. NATURE OF ITEM

Review/Discussion Meeting with Paula Shen regarding issues and concerns on the unpaid sewer service charges.

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 10
Meeting Date 2/22/2019

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 STEP

(xx) Additional Materials Attached

Agenda Item 11
Meeting Date 2/22/2019

I. NATURE OF ITEM

FUTURE AGENDA

Engineering Committee Meeting March 19, 2019

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 2/22/2019

I. NATURE OF ITEM

Adjournment