



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 PUBLIC INFORMATION & INTERGOVERNMENTAL AFFAIRS COMMITTEE MEETING

**May 22, 2019
3:00 PM**

Notice is hereby given that the Public Information & Intergovernmental Affairs Committee Meeting of the East Palo Alto Sanitary District will be held on **Wednesday, May 22, 2019 at 3:00 PM**. 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**
2. **Roll Call**
Director Goro Mitchell
Director Betsy Yañez
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. **Review/Approval** of April 18, 2019 Meeting Minutes
6. **Report/Discussion** of Update regarding City of East Palo Alto Projects
7. **Review/Discussion** Recycle Water Plan for the City of East Palo Alto
8. **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
9. **Future Agenda**
10. **Adjournment**

Any writings or documents pertaining to an open session item provided to a majority of the members of the legislative body less than 72 hours prior to the meeting, shall be made available for public inspection at the East Palo Alto Sanitary District located at 901 Weeks Street, East Palo Alto, CA 94303.
Upon request, agendas and documents in the agenda packet will be made available in appropriate alternative formats to persons with a disability, as required by law. Any such request must be made in writing to the East Palo Alto Sanitary District, 901 Weeks Street, East Palo Alto, CA 94303. Requests will be valid for the calendar year in which the request is received and must be renewed prior to January 1st.
Persons needing disability-related modifications or accommodations in order to participate in public meetings, including persons requiring auxiliary aids or services, may request such modifications or accommodations by calling the East Palo Alto Sanitary District at (650) 325-9021 at least 48 hours prior to the meeting.

() Additional Materials Attached

Agenda Item 1 & 2
Meeting Date 5/22/2019

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:

() Additional Materials Attached

Agenda Item 3 & 4
Meeting Date 5/22/2019

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 5/22/2019

I. NATURE OF ITEM

Review/Approval of April 18, 2019 Meeting Minutes

II. BACKGROUND

III. STAFF COMMENTS/ RECOMMENDATIONS

IV. ACTION OPTIONS

V. COMMITTEE ACTION TAKEN

VI. NEXT STEPS

**EAST PALO ALTO SANITARY DISTRICT
PUBLIC INFORMATION
& INTERGOVERNMENTAL AFFAIRS
COMMITTEE MEETING MINUTES
APRIL 18, 2019**

1. Call to Order

A Public Information & Intergovernmental Affairs Committee Meeting of the East Palo Alto Sanitary District was called to order by Director Yañez on Thursday, April 18, 2019 at 3:05 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 Yañez

Goro Mitchell

Staff Present

Akin Okupe – General Manager

Humza Javed – Engineer, City of East Palo Alto

The Committee recessed at 3:05 p.m. to await the arrival of Humza Javed with the City of East Palo Alto, and resumed upon his arrival at 3:17 p.m.

3. Communications from the Public

There were no communications from the public.

4. Agenda Amendments

There were no agenda amendments.

5. Review/Approval of February 20th, 2019 Meeting Minutes

The Committee reviewed and approved the meeting minutes of February 20, 2019.

6. Report/Discussion of Update regarding City of East Palo Alto Projects

Mr. Javed updated the Committee as below:

- The annual street resurfacing project has received three bids. A contract will be awarded in May for June construction.
- The Cooley Landing project has been ongoing for the last several years, with the final phase expected to be completed within the next few weeks.

- The pedestrian overcrossing project is slated for completion by mid-May.
- The Bay Road project: The City is currently waiting to see if it will qualify for a grant in order to move forward.
- Addison Avenue street improvement is an upcoming project.

Mr. Okupe expressed an interest in working with the City on a recycled water program. He stated that he will set up a meeting with Kamal Hallaha to further discuss the matter.

7. Review/Discussion of Memorandum of Understanding

Mr. Okupe provided the Committee with a draft of the MOU. He stated that added clauses will be included for collection of water data in order to prepare the annual report, and also a recycled water collaboration with the City. Once the City has reviewed and approved the MOU, it will be presented to the Committee and finally the full Board for approval.

8. Review/Discussion of Sewer Inspection Process

This item was previously discussed.

9. Oral & Written Communication

There was no oral or written communication.

10. Future Agenda

The next meeting will be announced.

- MOU
- Project updates

11. Adjournment

There being no further business, the meeting adjourned at 3:40 p.m.

APPROVED:

Board President

Board Secretary

(xx) Additional Materials Attached

Agenda Item 6
Meeting Date 5/22/2019

I. NATURE OF ITEM

Report/Discussion of Update regarding City of East Palo Alto Projects

II. BACKGROUND

III. STAFF COMMENTS/ RECOMMENDATIONS

IV. ACTION OPTIONS

V. COMMITTEE ACTION TAKEN

VI. NEXT STEPS

(xx) Additional Materials Attached

Agenda Item 7
Meeting Date 5/22/2019

I. NATURE OF ITEM

Review/Discussion Recycle Water Plan for the City of East Palo Alto

II. BACKGROUND

III. STAFF COMMENTS/ RECOMMENDATIONS

IV. ACTION OPTIONS

V. COMMITTEE ACTION TAKEN

VI. NEXT STEPS

(xx) Additional Materials Attached

Agenda Item 8
Meeting Date 5/22/2019

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

V. COMMITTEE ACTION TAKEN

VI. NEXT STEPS

(xx) Additional Materials Attached

Agenda Item 9
Meeting Date 5/22/2019

I. NATURE OF ITEM

Future Agenda

April 10th, 2019 Public Information & Intergovernmental Affairs Committee Meeting.

II. BACKGROUND

III. STAFF COMMENTS/ RECOMMENDATIONS

IV. ACTION OPTIONS

V. COMMITTEE ACTION TAKEN

VI. NEXT STEPS

(xx) Additional Materials Attached

Agenda Item 10
Meeting Date 5/22/2019

I. NATURE OF ITEM

Adjournment