



EAST PALO ALTO SANITARY DISTRICT

BOARD OF DIRECTORS

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Joan Sykes-Miessi, Vice President
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Akin Okupe, M.B.A, P.E., General Manager

EAST PALO ALTO SANITARY DISTRICT ENGINEERING COMMITTEE MEETING June 18, 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 **Tuesday June 18, 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** Options for Board Meeting Recordings
6. **Review/Approval** of May 14, 2019 Engineering Committee Minutes
7. **Review/Discussion** of Hydraulic Modeling Results for;
 - 1201 Runnymede Street
 - 1200 Weeks Street
 - 2331 University Avenue
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 TBD**
10. **Adjournment**

(xx) Additional Materials Attached

Agenda Item 1 & 2
Meeting Date 6/18/2019

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 6/18/2019

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 6/18/2019

I. NATURE OF ITEM

Technology Review Options for Board Meeting Recordings.

II. BACKGROUND

This standing agenda item has been added in 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

As directed

IV. ACTION OPTIONS

To be determined upon discussion.

V. COMMITTEE ACTION TAKEN

VI. NEXT STEPS

EPASD Engineering Meeting

Tuesday: May 14, 2019

Jonathan Brown EPASD IT Support discusses:

Subject of Interest: Recording Meetings in Conference Room

We have examined some options for recording meetings when the camera man forgets to come. Several models of cameras were researched and there was no significant difference in options for how we plan to use it. The best value was the Lumis with 4k and 1080 resolution options. The camera falls in the approximately \$1000 price range.

The camera would need some prep. Room blinds would have to be closed because all the cameras automatically darkened quite a bit from sunlight through the blinds.

The camera can easily just be place on the tv because it is the perfect height. The camera could sit at the end of the room where camera man usually films.

The cons:

1. Camera would be only one fixed angle and will not be zooming in on speaker as a live camera man does.
2. The audio is total room audio and not individual microphone inputs.

The next general issue is audio. The current mic/audio system is not useful for our purposes. The mics are unidirectional and the system automatic settings override our needs and are horrible as well as unpredictable.

Currently the best meeting presentation we have is to use the camera man and ambient audio with no mics. It captures whole room audio but is natural for presentations of this nature.

History: We had one meeting with poor audio because the Pentv people thought the direct mics would be better. Real world experience has demonstrated that we are better with the ambient audio.

Summary: Use our current system. Option to get small camera for compliance incases of camera man absence. Do not use microphones.

(xx) Additional Materials Attached

Agenda Item 6
Meeting Date 6/18/2019

I. NATURE OF ITEM

Review/Approval of May 14, 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
ENGINEERING COMMITTEE MEETING MINUTES
May 14, 2019**

1. Call to Order

An Engineering Committee Meeting of the East Palo Alto Sanitary District was called to order by Director Scherzer on Tuesday May 14, 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
Dennis Scherzer
Joan Sykes-Miessi

Staff Present
Akin Okupe - General Manager
Mr. and Mrs. Peoples
Jonathan Brown

3. Communications from the Public

See Item 6.

4. Agenda Amendments

The Committee agreed to place Item 6 ahead of Item 5.

5. Review/Approval of April 16, 2019 Engineering Committee Minutes

Director Scherzer noted that in the last sentence of Item 9, the words "District Attorney" should be replaced so that the sentence reads: "Mr. Okupe stated that he will work with legal counsel to facilitate refund of the fees."

The Committee approved the meeting minutes of April 16, 2019 with the above noted correction.

6. Review/Discussion of Mr. and Mrs. Peoples Delinquency Fees.

Mr. and Mrs. Peoples came before the Committee to discuss the delinquency fee notice they received.

After a lengthy discussion, the Committee briefly recessed at 9:55 a.m.

Director Scherzer suggested, and the Committee agreed to instituting a standard operating procedure going forward whereby the City would provide to the District a report of all permits issued at intervals to be determined.

7. Oral & Written Communication

There was no oral or written communication.

8. Future Agenda

The next meeting will be held on June 18, 2019 at 9:30 a.m.

- Options for Board meeting recordings

9. Adjournment

There being no further business, the meeting adjourned at 10:10 a.m.

APPROVED:

Board President

Board Secretary

(xx) Additional Materials Attached

Agenda Item 7
Meeting Date 6/18/2019

I. NATURE OF ITEM

Review/Discussion of Hydraulic Modeling Results for;

- 1201 Runnymede Street
- 1200 Weeks Street
- 2331 University Avenue

II. BACKGROUND

III. STAFF COMMENTS/COMMUNICATIONS

As directed

IV. ACTION OPTIONS

To be determined upon discussion.

V. COMMITTEE ACTION TAKEN

VI. NEXT STEPS

Existing Results						
Manhole	Average Flow			Peak Flow		
	Q (cfs)	Q (gpd)	Depth over Diameter*	Q (cfs)	Q (gpd)	Depth over Diameter*
H35	0.1054	68121.81	0.36	0.1456	94103.76	0.4
H17	0.1394	90096.59	0.57	0.19	122800.2	0.72
I5	1.2611	815070.4	0.44	4.0468	2615516	1
T14	2.5167	1626586	0.53	8.4458	5458664	1
F7	0.064	41364.29	0.21	0.0986	63726.86	0.24
T24	0.6948	449061.1	0.2933	1.7006	1099127	0.48
T18	2.1091	1363147	0.3886	5.9582	3850886	0.7429
G2	0.0796	51446.83	0.32	0.1072	69285.18	0.36
T23	0.7858	507875.9	0.3333	1.8212	1177073	0.5333

Proposed Results: Combined Flows						
Manhole	Average Flow			Peak Flow		
	Q (cfs)	Q (gpd)	Depth over Diameter*	Q (cfs)	Q (gpd)	Depth over Diameter*
H35	0.1151	74391.09	0.36	0.1747	112911.6	0.44
H17	0.1491	96365.86	0.6	0.219	141543.4	0.81
I5	1.2708	821339.6	0.44	4.0759	2634323	1
T14	2.7626	1785515	0.56	9.1837	5935581	1
F7	0.2949	190598.9	0.42	0.7915	511559.9	0.75
T24	0.9257	598295.6	0.3467	2.3935	1546960	0.5867
T18	2.3551	1522141	0.4114	6.6961	4327803	1
G2	0.0849	54872.31	0.32	0.4	258526.8	0.4
T23	1.0221	660600.6	0.3867	2.53	1635182	0.6667

**Note: The Depth over Diameter value is evaluated directly downstream of specified manhole*

Existing Results						
Manhole	Average Flow			Peak Flow		
	Q (cfs)	Q (gpd)	Depth over Diameter*	Q (cfs)	Q (gpd)	Depth over Diameter*
G2	0.0796	51446.83	0.32	0.1072	69285.18	0.36
T23	0.7858	507875.9	0.3333	1.8212	1177073	0.5333
T18	2.1091	1363147	0.3886	5.9582	3850886	0.7429
T14	2.5167	1626586	0.53	8.4458	5458664	1

Proposed Results: 1201 Runnymede						
Manhole	Average Flow			Peak Flow		
	Q (cfs)	Q (gpd)	Depth over Diameter*	Q (cfs)	Q (gpd)	Depth over Diameter*
G2	0.0849	54872.31	0.32	0.1231	79561.62	0.4
T23	0.7911	511301.4	0.3333	1.8372	1187414	0.5333
T18	2.1144	1366573	0.3886	5.9741	3861162	0.7429
T14	2.522	1630011	0.53	8.4617	5468941	1

**Note: The Depth over Diameter value is evaluated directly downstream of specified manhole*

Existing Results						
Manhole	Average Flow			Peak Flow		
	Q (cfs)	Q (gpd)	Depth over Diameter*	Q (cfs)	Q (gpd)	Depth over Diameter*
F7	0.064	41364.29	0.21	0.0986	63726.86	0.24
T24	0.6948	449061.1	0.2933	1.7006	1099127	0.48
T18	2.1091	1363147	0.3886	5.9582	3850886	0.7429
T14	2.5167	1626586	0.53	8.4458	5458664	1

Proposed Results: 1200 Weeks Street						
Manhole	Average Flow			Peak Flow		
	Q (cfs)	Q (gpd)	Depth over Diameter*	Q (cfs)	Q (gpd)	Depth over Diameter*
F7	0.2949	190598.9	0.42	0.7915	511559.9	0.75
T24	0.9257	598295.6	0.3467	2.3935	1546960	0.5867
T18	2.3401	1512446	0.4114	6.651	4298654	1
T14	2.7476	1775821	0.56	9.1386	5906433	1

**Note: The Depth over Diameter value is evaluated directly downstream of specified manhole*

Existing Results						
Manhole	Average Flow			Peak Flow		
	Q (cfs)	Q (gpd)	Depth over Diameter*	Q (cfs)	Q (gpd)	Depth over Diameter*
H35	0.1054	68121.81	0.36	0.1456	94103.76	0.4
H17	0.1394	90096.59	0.57	0.19	122800.2	0.72
I5	1.2611	815070.4	0.44	4.0468	2615516	1
T14	2.5167	1626586	0.53	8.4458	5458664	1

Proposed Results: 2331 University Avenue						
Manhole	Average Flow			Peak Flow		
	Q (cfs)	Q (gpd)	Depth over Diameter*	Q (cfs)	Q (gpd)	Depth over Diameter*
H35	0.1151	74391.09	0.36	0.1747	112911.6	0.44
H17	0.1491	96365.86	0.6	0.219	141543.4	0.81
I5	1.2708	821339.6	0.44	4.0759	2634323	1
T14	2.5264	1632855	0.53	8.4749	5477472	1

**Note: The Depth over Diameter value is evaluated directly downstream of specified manhole*

(xx) Additional Materials Attached

Agenda Item 8
Meeting Date 6/18/2019

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 9
Meeting Date 6/18/2019

I. NATURE OF ITEM

FUTURE AGENDA

Engineering Committee Meeting TBD

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 10
Meeting Date 6/18/2019

I. NATURE OF ITEM

Adjournment