



EAST PALO ALTO SANITARY DISTRICT

BOARD OF DIRECTORS

Glenda Savage, President
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 July 12, 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 July 12, 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 June 18, 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 7/12/2019

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 7/12/2019

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 7/12/2019

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

(xx) Additional Materials Attached

Agenda Item 6
Meeting Date 7/12/2019

I. NATURE OF ITEM

Review/Approval of June 18, 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
June 18, 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 June 18, 2019 at 9:37 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
Jonathan __Brown____ - IT Consultant

3. Communications from the Public

There were no communications from the public.

4. Agenda Amendments

There were no agenda amendments.

5. Technology Review Options for Board Meeting Recordings

IT Consultant Jonathan Brown spoke to the Committee regarding backup options for the video recording of meetings. He mentioned the use of a single stationary camera system operated within a standard environment as a viable alternative.

There was also a discussion regarding the upgrade of the video recording equipment. Mr. Brown stated that he will bring information and a recommendation for upgrading the equipment to the next Committee meeting.

Director Scherzer revisited the discussion of the upload of video recordings to the District's website. Mr. Okupe stated that he will agendize this matter for discussion at the next Board meeting.

6. Review/Approval of May 14, 2019 Engineering Committee Minutes

The Committee reviewed and approved the meeting minutes of May 14, 2019.

7. **Review/Discussion** of Hydraulic Modeling Results for:

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

Mr. Okupe reported that he received a request from project developers to analyze the District's system to determine the available capacity for the above developments. He stated that he is working together with consultants to facilitate the hydraulic modeling process and will present an update to the Committee at the next meeting.

8. **Oral & Written Communication**

There was no oral or written communication.

9. **Future Agenda**

The next meeting will be held on July 12, 2019 at 9:30 a.m.

- Development projects
- Technology review: upgrade to existing recording system
- Corrected April minutes

10. **Adjournment**

There being no further business, the meeting adjourned at 10:03 a.m.

APPROVED:

Board President

Board Secretary

(xx) Additional Materials Attached

Agenda Item 7
Meeting Date 7/12/2019

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

(xx) Additional Materials Attached

Agenda Item 8
Meeting Date 7/12/2019

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 7/12/2019

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 7/12/2019

I. NATURE OF ITEM

Adjournment