



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 PUBLIC INFORMATION & INTERGOVERNMENTAL AFFAIRS COMMITTEE MEETING JULY 17, 2019 3:30 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, July 17, 2019 at 3:30 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 June 20, 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. **Review/Discussion** of damage to District pipe line by, Mastec Utility Service
9. **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
10. **Future Agenda**
11. **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.

(xx) Additional Materials Attached

Agenda Item 1 & 2
Meeting Date 7/17/2019

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 7/17/2019

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 7/17/2019

I. NATURE OF ITEM

Review/Approval of June 20th, 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
June 20, 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 Wednesday, June 20, 2019 at 3:33 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
Kamal Fallaha – Engineer, City of East Palo Alto

3. Communications from the Public

Director Mitchell acknowledged the presence of student visitors who were in attendance to observe the proceedings.

4. Agenda Amendments

There were no agenda amendments.

5. Review/Approval of May 22, 2019 Meeting Minutes

The Committee reviewed and approved the meeting minutes of May 22, 2019.

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

Mr. Kamal Fallaha provided an update on City of East Palo Alto projects as below:

- The pedestrian overcrossing has been completed.
- Advertising for the Bay Road project will begin in approximately three months pending finalization of a grant from the U.S. Department of Commerce.

- The City is attempting to direct more water to the south side of the city to facilitate future projects.
- The annual street resurfacing project will begin soon.

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

Mr. Fallaha reported that the City of East Palo Alto has partnered with the City of Palo Alto to devise a water recycling plan.

8. Review/Discussion of damage to District pipe line by Mastec Utility Service

Mr. Okupe reported that Mastec Utility damaged approximately 30-40 linear feet of District sewer pipe and failed to properly repair the damage. The Committee agreed that Mr. Okupe will forward a letter to Mastec with a request to correct the repairs.

9. Review/Discussion Conditional use permit for the Office Lease at 903 Weeks Street

Mr. Okupe advised that a conditional use clause will be included in the new lease for 903 Weeks Street; however, a permit will not be necessary as the current tenant will continue to occupy the space.

10. Oral & Written Communication

There was no oral or written communication.

11. Future Agenda

The next meeting will be held on July 17, 2019 at 3:30 p.m.

- Recycled water use

12. Adjournment

There being no further business, the meeting was adjourned.

APPROVED:

Board President

Board Secretary

(xx) Additional Materials Attached

Agenda Item 6
Meeting Date 7/17/2019

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 6/19/2019

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 6/19/2019

I NATURE OF ITEM

Review/Discussion of damage to District pipe line by, Mastec Utility Service

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 6/19/2019

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 10
Meeting Date 6/19/2019

I. NATURE OF ITEM

Future Agenda

II. BACKGROUND

III. STAFF COMMENTS/ RECOMMENDATIONS

IV. ACTION OPTIONS

V. COMMITTEE ACTION TAKEN

VI. NEXT STEPS

(xx) Additional Materials Attached

Agenda Item 11
Meeting Date 6/19/2019

I. NATURE OF ITEM

Adjournment