

Attachment No. 1

**2022-08-17 EPASD
Board Meeting Agenda**



EAST PALO ALTO SANITARY DISTRICT

BOARD OF DIRECTORS

Bethzabe Yañez, President
Martha Stryker, Vice President
Glenda Savage, Secretary
Joan Sykes-Miessi, 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 RATE ADVISORY COMMITTEE MEETING August 17th, 2022 6:00 P.M.

Notice is hereby given that the Rate Advisory Committee Meeting of the East Palo Alto Sanitary District will be held on **Wednesday, August 17th, 2022, at 6:00 p.m.** The meeting will take place electronically, with the public participating in the meeting by logging online through the following Zoom address:

<https://us02web.zoom.us/j/85325131642>

Webinar ID 853 2513 1642

1. **Call to Order**
2. **Roll Call**
3. **Communications from the Public**
Brief comments will be heard from the public on items not listed on this agenda. Persons wishing to speak on items listed on the agenda will be heard when called by the meeting chair.
4. **Agenda Amendments**
5. **Review/Discussion** of Rate Advisory Committee (RAC) operating principles
6. **Review/Discussion** of Development Projects and Strategies
7. **Consideration/Discussion** of Presentation by District General Legal Counsel
8. **Consideration/Discussion** of Lateral repair and maintenance
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**
August 31st, 2022 6:00pm

11. Adjournment

(xx) Additional Materials Attached

Agenda Item 1 & 2
Meeting Date 08/17/2022

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 08/17/2022

3. NATURE OF ITEM

Communication from the Public - Brief comments will be heard from the public on items not listed on this agenda. 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 08/17/2022

I. NATURE OF ITEM

Review/Discussion of Rate Advisory Committee (RAC) operating principles

II. BACKGROUND

Presentation by Phil Cisneros, RAC moderator:

- Purpose of the RAC
- Ground rules for the Committee
- What We're Dealing With/What We're Standing For
- Results of the conversations with 10 people
- Training to shift the conversation: Shifting the conversations by being a powerful listening for all...even opposing views
- What is the format for powerful listening?
- Integrity: A Model for performance
- Reports by RAC members
- Assignment

III. STAFF COMMENTS/COMMUNICATIONS

As directed.

IV. ACTION OPTIONS

V. COMMITTEE ACTION TAKEN

To be determined.

VI. NEXT STEPS

(xx) Additional Materials Attached

Agenda Item 6
Meeting Date 08/17/2022

I. **NATURE OF ITEM**

Review/Discussion of Development Projects and Strategies

II. **BACKGROUND**

The current capacity of the sewer infrastructure can serve existing customers but not sufficient to serve existing and future customers. In order to serve the City's 2035 General Plan, an upgrade to the current system is required. According to the recent estimate, the cost of this upgrade is about \$45 million. Developers are requesting that the District fund this upgrade. This will require rate increases on the existing customers to finance the bond.

III. **STAFF COMMENTS/COMMUNICATIONS**

As directed.

IV. **ACTION OPTIONS**

Option 1

Do nothing: This is not a good option as all development projects will be on hold. The City, developers, and the San Mateo Local Agency Formation Commission (LAFCO) may initiate dissolution of the District if this option is implemented. This action will require at least 2800 registered voters to protest the dissolution. This will enable the dissolution to be put on the ballot; it will require a majority of the registered voters to disapprove.

Option 2

Hire a financial consultant to develop a financial plan. This option is the preferred option as the information would be used to make informed decisions. The District has already hired a consultant to evaluate various options.

Option 3

Increase the connection fees and adopt a new policy that will require developers to build expansion projects. The implementation of this option depends on the findings of option 2.

V. **COMMITTEE ACTION TAKEN**

To be determined.

VI. NEXT STEPS

(xx) Additional Materials Attached

Agenda Item 7
Meeting Date 08/17/2022

I. **NATURE OF ITEM**

Consideration/Discussion of Presentation by District General Counsel

II. **BACKGROUND**

This is required to discuss the various options of addressing system expansion for development projects.

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 8
Meeting Date 08/17/2022

I. **NATURE OF ITEM**

Consideration/Discussion of Lateral repair and maintenance

II. **BACKGROUND**

The cost of sewer service lateral repair between the clean out and the main line is in excess of \$15,000. A lot of residents find it challenging to bear this cost. Pursuant to this, the District will now take up the responsibility to maintain this lateral to give financial relief to our residents.

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 9
Meeting Date 08/17/2022

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 STEPS**

(xx) Additional Materials Attached

Agenda Item 10
Meeting Date 08/17/2022

I. **NATURE OF ITEM**

Future Agenda August 31st, 2022 6:00pm

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 11
Meeting Date 08/17/2022

I. NATURE OF ITEM

Adjournment