

**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