

**EAST PALO ALTO SANITARY DISTRICT
ENGINEERING COMMITTEE MEETING MINUTES
April 16, 2019**

1. Call to Order

An Engineering Committee Meeting of the East Palo Alto Sanitary District was called to order by Director Sykes-Miessi on Tuesday April 16, 2019 at 9:42 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
Joan Sykes-Miessi

Staff Present
Akin Okupe - General Manager
Mark DeWitt - Starlink Logistics

The Committee recessed at 9:54 a.m. and resumed upon the arrival of Director Scherzer at 10:11 a.m.

3. Communications from the Public

There were no communications from the public.

4. Agenda Amendments

The Committee agreed to discuss Item 9 after Item 3.

5. Technology Review Options for Board Meeting Recordings.

Mr. Okupe advised that he is researching backup options for recording District meetings and will report his findings at the next Board meeting.

6. Review/Approval of February 22, 2019 Engineering Committee Minutes

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

7. **Review/Discussion** of updated agreement with the City of Palo Alto regarding treatment of wastewater.

Mr. Okupe advised that he and General Counsel have together revised the Wastewater Treatment Agreement to memorialize discussions held with the City of Palo Alto wherein the City rejected a request to grant the District ownership in the treatment plant given its payment of a portion of the capital costs. Agreement revisions also included the District's request that all capital projects be approved by the District, and that the City provide a cost-benefit analysis of all projects before moving forward. Mr. Okupe stated that he is awaiting feedback on the revisions from the City.

After discussion, in response to a request by Director Scherzer, Mr. Okupe stated that he will obtain a copy of the Silicon Valley Joint Powers Authority Agreement for Committee review.

8. **Review/Discussion** of Delinquency Fees

Mr. Okupe advised that the District continues to receive payments for delinquent sewer fees. He has created a list of outstanding fees and will provide it to the Board at the next meeting.

9. **Review/Discussion** Refund of Sewer Fees for Starlink Logistics at 1990 Bay Road

Mr. Mark DeWitt of Starlink Logistics came before the Board to request a refund of \$5,760.00 for service fees that the District has levied on their vacant lot since 2008. Mr. Okupe stated that he will work with the District Attorney to facilitate refund of the fees.

10. **Oral & Written Communication**

There was no oral or written communication.

11. **Future Agenda**

The next meeting will be held on May 21, 2019 at 9:30 a.m.

12. **Adjournment**

There being no further business, the meeting adjourned at 10:23 a.m.

APPROVED:

Board President

Board Secretary