

**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