



*Setting Standards of Excellence in Public Service*

**MINUTES  
ENGINEERING AND OPERATIONS COMMITTEE MEETING  
STANDING COMMITTEE  
Monday, July 10, 2017 – 4 p.m.  
7811 University Avenue, La Mesa, CA 91942-0427**

1. Chair Gracyk called the Engineering and Operations Committee meeting to order at 4:01 p.m. The roll call showed Chair Gracyk and Vice Chair Hedberg present.

Staff present: Lugo, Tomasulo, Miller, Janzen, Ross, Garuba and Schipper.  
Others present: No customers were present.

2. There were no additions or deletions to the agenda. Chair Gracyk made a motion to approve the agenda. Vice Chair Hedberg seconded the motion. The motion was approved unanimously.
3. The committee discussed and determined the structure of Engineering and Operations quarterly standing committee meetings. Director of Operations Kevin D. Miller presented 35 spreadsheets with the assistance of Facilities Manager Joseph J. Garuba. Director of Engineering James A. Tomasulo presented the Capital Improvement Plan internal monthly status report. The CIP spreadsheet is updated biweekly. The information was well received and the structure for the committee meetings agreed upon.
4. The committee received the above mentioned spreadsheets and reviewed the quarterly updates regarding projects, budget, goals and objectives.
5. The committee set the agenda for the next meeting on October 11, 2017 at 4 p.m. to include Chair Gracyk's request for more detail regarding the landscape contract to include the contract structure, showing how funds are being spent and the base amounts. Vice Chair Hedberg requested review of the contract log for the full list of district consultants and suggested review of big projects such as advanced metering infrastructure; East County Advanced Water Purification Program updates and for Mr. Miller to add a budget summary graph to his presentation.
6. Chair Gracyk adjourned the meeting at 5:34 p.m.

  
Mark Gracyk, Chair

**ATTEST:**

  
Sandra L. Janzen, Board Secretary