

REGULAR MEETING OF THE BOARD OF DIRECTORS June 15, 2022
1040 El Campo Drive, Pasadena, CA 91107

ROLL CALL

Directors Present Steven R. Seiler Lap T. Ng Mark J. Sedlacek Peter C. Jeong John L. Shaw	Directors Absent Legal Counsel John L. Shaw	General Manager Ken Tcheng Proxy Committee Peter C. Jeong Mark J. Sedlacek John L. Shaw	Staff John Langman
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Pursuant to the requirements in California State AB240, a notice was posted regarding guest attendance.

GUEST – None

STAFF – John Langman

MINUTES – June 01, 2022 – Approved

MANAGER'S REPORT – Approved

Business Office/HR

- Conservation: This is currently our top priority to address. Conservation team continues with analyzing usage data from both the meter reader software and customer portal. See charts reflecting some of the analysis to date. Actions to be taken will depend on what the data analysis reflect.

Financials/Accounting Operations:

- UBS Line of Credit: We have several large Accounts Payable invoices. We drew additional money against the UBS LOC to cover the payables.
- We will be issuing final retainage payment to Tidalwave.
- 401K fiduciary review with Morgan Stanley was conducted on Friday June 10, 2022. SSWC satisfies its fiduciary responsibilities.

Field Operations:

- The Burton main replacement project is near completion. The last segment (below Las Tunas) is in the pressurization mode and water quality test.
- LA County Public Works is repaving Huntington Drive. As a result, a vault lid belonging to SSWC will need to be replaced. The County will do the installation and SSWC is responsible for the purchase of the lid.

IT Operations/Facilities:

- We re-hired our former custodial service.
- As part of internal water conservation effort, we are discontinuing watering of back landscape grass areas. We are evaluating drip irrigation for plants.

FINANCIAL REPORTS -

- Checks - **Approved**
- Cash - **Approved**
- Income Statement - **Approved**
- UBS Statement - **Approved**

COMMITTEE REPORTS – None

OLD BUSINESS - None

NEW BUSINESS - None

CLOSED SESSION - None

MEETING DATES – July 06, 2022 & July 20, 2022

Mark J. Sedlacek, Secretary