

REGULAR MEETING OF THE BOARD OF DIRECTORS November 16, 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 Matt Hsu
---	---	--	--------------------------

Pursuant to the requirements in California State AB240, a notice was posted regarding guest attendance.

GUEST – None

STAFF – Matt Hsu

MINUTES – November 02, 2022 – Approved

MANAGER'S REPORT – Approved

Business Office/HR

- Conservation:
 - Fiscal year-to-date total water production is 10% lower than same period previous year. Fiscal YTD water consumption is 13% lower.

Financials/Accounting Operations:

- Invoice for the Burton Main project was received for a balance of \$1.47M. We will most likely leverage the UBS Line-of-Credit for \$1.2M toward the payment.
- 2023 operating budget is still in work. With the upcoming board planning session on Dec 7th & 8th, board review and approval of the budget is target for the Dec 21st meeting so that any adjustments from planning meeting can be incorporated.

Field Operations:

- Master Plan bids were received from CivilTec and Carollo. Recommendation for awarding contract to the low bidder is on tonight's board agenda.
- DLA Developer for the Rosemead hotel proposed contributing \$200K toward cost for required main pipe replacement.

IT Operations/Facilities:

- The Irrigation Improvement project is making good progress. The Operations team assisted in running an irrigation line across the driveway in front of the entrance gate.
- Mariposa service contract agreement has been reached. It's for a one-year term.

FINANCIAL REPORTS -

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

COMMITTEE REPORTS – None

OLD BUSINESS

- Review Board Planning Agenda
- Approve Master Plan Bid – **Approved**

NEW BUSINESS - None

CLOSED SESSION - None

MEETING DATES – December 07, 2022 & December 21, 2022

Board Planning Meeting December 7th and 8th

Mark J. Sedlacek, Secretary