

**REGULAR MEETING OF THE BOARD OF DIRECTORS August 03, 2022**  
**1040 El Campo Drive, Pasadena, CA 91107**

**ROLL CALL**

<b>Directors Present</b> Steven R. Seiler Mark J. Sedlacek Peter C. Jeong John L. Shaw	<b>Directors Absent</b> Lap T. Ng	<b>General Manager</b> Ken Tcheng	<b>Director Emeritus</b>
	<b>Legal Counsel</b> John L. Shaw	<b>Proxy Committee</b> Peter C. Jeong Mark J. Sedlacek John L. Shaw	<b>Staff</b> John Langman

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

**GUEST – None**

**STAFF – John Langman**

**MINUTES – July 20, 2022 – Approved**

**MANAGER’S REPORT – Approved**

**Office/HR Operations:**

- Conservation:
  - Letter regarding extension of summer rate will be inserted in the next billing statement.
  - Attached, shareholder appreciation email dated 7/30/2022.

**Financials & Accounting:**

- Our external audit firm was advised of Mel’s August 8<sup>th</sup> retirement.

**Field Operations:**

- We are receiving low responses to our job requisition posting.

**IT/Facilities:**

- We had an issue with AC unit #1 P-trap which required a temporary external PVC piping extension. Upon investigation, the P-trap installation angle was off thus causing overflow of condensation discharge. Joel performed the corrective action. The temporary external extension has been removed.

**Projects:**

- The General Manager provided monthly project status updates to the board.

**OLD BUSINESS**

- None

**NEW BUSINESS**

- None

**CLOSED SESSION – None**

**MEETING DATES – August 24, 2022 and September 07, 2022**

Mark J. Sedlacek, Secretary