

Minutes of the Meeting
of the Board of Directors of
Crestview Mutual Water Company
December 19, 2023

1. Convened Public Meeting

The meeting was called to order by President Frank Mezzatesta on Tuesday, December 19, 2023, at 5:30 p.m. for an in-person meeting at the Hampton Inn, 50 W. Daily Drive, Camarillo, CA 93010.

Attendance and Quorum

Directors Present: Frank Mezzatesta – President
 Alma Quezada – Vice President
 Laurie Bennett – Treasurer
 Steven Muro – Secretary

Director Via Teleconference: Dave Stephenson – Director

Staff/Counsel Present: Durrell McAdoo – Water System Superintendent
 Ann DeMartini – Business Consultant
 Lauri Marino – Office Manager

2. Shareholders Public Forum

Roger Chittum complimented and thanked the Board for working hard, scheduling extra meetings, and doing solid work for the Company. Mike Rolls and Chris Ono concurred.

3. Minutes

The minutes of the special and regular meeting and Executive Sessions of the Board of Directors of November 14, 2023 and November 28, 2023 were presented. On a motion made by Director Alma Quezada and seconded by Director Laurie Bennett, the Board unanimously approved following:

Resolved, that the minutes of the special and regular meetings and the Executive Sessions of the Board of Directors of November 14, 2023 and November 28, 2023, be accepted as presented.

4. Annual Shareholders Meeting

Director Frank Mezzatesta indicated that he would like the Annual Meeting to be scheduled in Mid-March. Discussion ensued; the preferred date for the Annual Meeting is between March 15 and April 15, 2024. The venue must accommodate up to 150 people at the lowest cost possible, the same audio people can be used, and the same election official can be contracted. It was discussed that the Board meet in an open meeting to determine the best means to deliver information to the Shareholders. On a

motion made by Director Steven Muro, seconded by Director Laurie Bennett, the Board unanimously approved the following:

Resolved, that Staff will reserve a venue, an audio professional, and an election official at a venue that will accommodate at least 150 people, keeping price in mind, for an Annual Meeting to be held between March 15, 2024 and April 15, 2024.

INFORMATION ONLY

5. Water Superintendent's Report – Information Only

Durrell McAdoo reported that Wells 4 and 6 produced 133.53 acre-feet of water out of a groundwater allocation of 717.42 acre-feet. Operations staff installed a pressure chart at the repaired transfer main, and after 3 hours it held at 99 psi. Operations staff is conducting a water loss survey, since 2023 had a higher-than-normal loss. On November 13, 2023, a leak was reported on Cerro Crest Drive and subsequently repaired; approximately 215,000 gallons of water was lost. Superintendent McAdoo discussed the process of complying with the Lead and Copper Rule in 2024.

6. Business Consultant's Report – Information Only

Ann DeMartini reported that she reviewed all the minutes from 2020 to present to help plan recurring items and operational schedules. A kickoff meeting with MKN Engineering study was completed. The first meeting of the Las Posas Valley Policy Advisory Committee was held at Calleguas MWD. A Watermaster Fee implementation was discussed for 2024. At this time, it looks to be about \$64 per acre-foot of Crestview's total historical allocation rather than usage. This fee, which is initially set at \$49,915 annually, was not budgeted for FY2024. This fee can be as high as \$200 per acre-feet. The semi-annual groundwater extraction statement was filed on time by December 1, 2023. Ms. DeMartini will work with staff to continue to streamline the company's operations and work on policies, procedures and the employee handbook to meet 2024 rules. Crestview will be running at a deficit if water rates are not increased. The budget will be carefully monitored throughout the year. Southern California water agencies are predicting about 22 inches of rain to fall in Los Angeles.

7. Treasurer's Report – Information Only

The November financial statements were presented, with explanatory notes. Director Laurie Bennett, Treasurer noted the minimum reserve cash balance of \$200K was resolved at a prior meeting. Most comparable companies have 6-8 months of cash reserves. \$1 million is a better goal as a minimum cash balance to consider based on our normal expenses. No further questions were received from those in attendance.

8. President's Report – Information Only

Director Frank Mezzatesta, President, reported that a system tour was provided to the engineering firm conducting the well site study, with Ann DeMartini and Superintendent McAdoo participating in visiting the potential well sites.

9. Adjournment

On a motion made by Director Alma Quezada, seconded by Director Steven Muro, and approved unanimously, the regular meeting was adjourned at 6:26 p.m.

Call to Order – Executive Session at 6:35 p.m.

1. Executive Closed Session

The Board in Executive Closed Session discussed the following matters:

- Personnel Matters – A motion was made and unanimously approved to schedule a pilot “*lunch and learn*” meeting at the Crestview Office for Company Staff.
- Well #7 Site Selection – No decisions were made; nothing to report.
- Third-Party Contracts – No decisions were made; nothing to report.

2. Adjournment of Executive Session

On a motion made by Director Laurie Bennett, seconded by Director Frank Mezzatesta and approved with unanimously, the Executive Session was adjourned at 8:26 p.m.

Shareholders in Attendance:

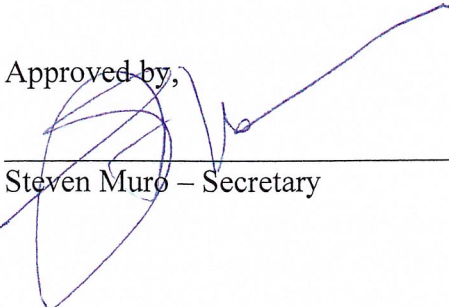
Chittum, Roger
Ono, Christopher
Rolls, Mike

Submitted by,

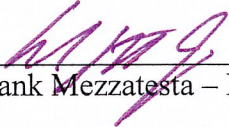


Lauri Marino – Office Manager

Approved by,



Steven Muro – Secretary



Frank Mezzatesta – President