

Crestview Mutual Water Company
Board of Directors - Board Meeting
TUESDAY, MAY 27, 2025, AT 5:30 P.M.
Hampton Inn
50 W. Daily Drive, Camarillo CA 93010
AGENDA

1. CALL TO ORDER: REGULAR MONTHLY BOARD MEETING AT 5:30 P.M
2. SHAREHOLDERS' PUBLIC FORUM
 - Shareholders that wish to address the Board may speak for up to the agreed upon minutes on matters within the jurisdiction of the Board. With limited exceptions for brief responses and emergency matters, please recognize that the Board cannot discuss or act on matters that are not on this Agenda.
 - If you have a question that Staff can answer, please email, or call Crestview at any time.

CONSENT AGENDA

3. MINUTES
 - Board Meeting: Open Session and Executive Session Meeting Minutes – March 25, 2025 and April 29, 2025

ACTION ITEMS

4. CROSS CONNECTION CONTROL PLAN
 - Review for Approval: Draft Authorization for Enforcement of the Cross-Connection Control Plan
5. LINE OF CREDIT RENEWAL
 - Approve Renewal of \$500K Line of Credit (Previously \$250K) Based on Staff Recommendation

INFORMATION ITEMS

6. WATER SUPERINTENDENT'S REPORT
7. MANAGER'S REPORT
8. TREASURER'S REPORT
 - Report on Monthly Draft Financial Statements
9. PRESIDENT'S REPORT
 - Well 7 Site Selection Update
10. ADJOURNMENT OF REGULAR MONTHLY BOARD MEETING

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1. CALL TO ORDER – EXECUTIVE SESSION IMMEDIATELY AFTER CONCLUSION OF OPEN SESSION
 2. EXECUTIVE SESSION
 - Personnel Issues
 - Legal Matters
 - Well #7 Site Selection
 - Third-Party Contracts
 3. ADJOURNMENT OF EXECUTIVE SESSION

Please contact the Office at least 24 hours ahead of the meeting if you plan to attend.

Minutes of the Meeting
of the Board of Directors of
Crestview Mutual Water Company
March 25, 2025

1. Convened Public Meeting

The meeting was called to order by President Dave Stephenson on Tuesday, March 25, 2025, at 5:32 p.m. for an in-person meeting at the Hampton Inn, 50 W. Daily Drive, Camarillo, CA.

Attendance and Quorum

Directors Present:	Dave Stephenson – President Laurie Bennett – Treasurer Steven Muro – Secretary Frank Mezzatesta – Director
Directors Absent:	Alma Quezada – Vice President
Staff/Counsel Present:	Durrell McAdoo – Water System Superintendent Ann DeMartini – Business Consultant Lauri Marino – Office Manager

2. Shareholders Public Forum

Shareholder Ed Atsinger inquired if a location has been chosen for Well #7. Director Dave Stephenson noted that he will address this in his President's report. Another question was asked regarding water treatment using chloramines, a combination of chlorine and ammonia. Discussion ensued; chloraminated water is produced differently and Crestview's system is not currently set up to deliver chloraminated water to shareholders.

CONSENT AGENDA

3. Minutes

The minutes of the Regular Meeting and Executive Session of the Board of Directors of February 25, 2025 were presented. On a motion made by Director Laurie Bennett and seconded by Director Steven Muro, the Board approved with four ayes the following:

Resolved, the minutes of the Regular Meeting and Executive Session of the Board of Directors of February 25, 2025, be accepted as presented.

INFORMATION ONLY

4. Operations Report

Superintendent Durrell McAdoo reported that the clean up Well #6 is in process. Operations Staff are conducting winter operations. Annual hydrant maintenance and valve turning are in process. Discussion ensued regarding the water quality at Well 5.

5. Business Manager's Report

Business Manager Ann DeMartini reported that the County will cease keeping track of cross-connections within Crestview's service boundaries. Crestview is small enough to contract this task out. Ms. DeMartini and Superintendent McAdoo are working together to identify what to keep in house and what can be outsourced. Compliance takes effect July 1, 2025; at that time, a plan must be submitted. There are 109 devices installed in the district. Discussion ensued; it was determined that more information is needed. This topic will be brought back in April and May for further discussion.

Ms. DeMartini reported on the upcoming annual shareholder's meeting. The date has been pushed out to to determine the suitability of using an online voting system. Discussion ensued; if needed, Crestview can utilize a third party election inspector.

6. Treasurer's Report

Treasurer Laurie Bennett reported on the financial statements for February 2025. Ms. Bennett noted that Calleguas water was purchased earlier in the year than usual, at a higher volume due to dry weather. Lindsay & Company CPA has completed their review, and the financials will be made available on Crestview's website shortly.

7. President's Report

President Dave Stephenson reported on the status of confirming a location for Well #7. Cannon Engineering is engaged to complete their study in May; we are about two months behind the schedule shared in late 2024. The three sites, 191 Alviso Drive, 640 Fairway Drive, and the Las Posas Country Club are currently being assessed by Cannon. Their study will include site analysis, costs, water quality, and impacts on local residents. An indemnity agreement for residents within 600 feet is in process with Crestview's corporate counsel. Considerable discussion ensued. President Stephenson affirmed that the Board needs to satisfy all the shareholders and do what is best for everyone, not just a few shareholders. It was agreed that the analysis with Cannon should be expedited if possible.

8. Adjournment

On a motion made by Director Frank Mezzatesta, seconded by Director Laurie Bennett, and approved with four ayes, the regular meeting was adjourned at 6:34 p.m.

Call to Order – Executive Session at 6:51 p.m.

1. Executive Closed Session

The Board in Executive Closed Session discussed the following matters:

- Personnel Matters – The Board approved 9% of CY2024 salaries for the employer funding of Crestview’s 401(k) plan.
- Legal Matters – No decisions were made; nothing to report.
- Well #7 Site Selection – No decisions were made; nothing to report.
- Third-Party Contracts – The Board authorized Dave Stephenson to choose between two of the three contract proposals for information technology consulting services, which excludes SCADA. A correction was approved for the executive session minutes from the December 13, 2024 Board meeting.

2. Adjournment of Executive Session

On a motion made by Director Frank Mezzatesta, seconded by Director Laurie Bennett, and approved with four ayes, the Executive Session was adjourned at 8:39 p.m.

Shareholders in Attendance:

Ed Atsinger
Roger Chittum
Charles O’Dell
Kelly O’Dell
Christopher Ono

Submitted by,

Lauri Marino – Office Manager

Approved by,

Steven Muro – Secretary

Dave Stephenson – President

Minutes of the Meeting
of the Board of Directors of
Crestview Mutual Water Company
April 29, 2025

1. Convened Public Meeting

The meeting was called to order by President Dave Stephenson on Tuesday, April 29, 2025, at 5:30 p.m. for virtual meeting via Zoom video conference.

Attendance and Quorum

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

Directors Absent: None

Staff Present: Ann DeMartini – Business Consultant
Lauri Marino – Office Manager

2. Shareholder's Public Forum

No comments were made by shareholders in attendance.

3. Adjournment

On a motion made by Director Frank Mezzatesta, seconded by Director Steven Muro, and approved unanimously, the regular meeting was adjourned at 5:36 p.m.

Call to Order – Executive Session at 5:40 p.m.

1. Executive Closed Session

The Board in Executive Closed Session discussed the following matters:

- Personnel Matters – No decisions were made.
- Legal Matters – No decisions were made.
- Well #7 Site Selection – No decisions were made.
- Third Party Contracts – No decisions were made.

2. Adjournment of Executive Session

On a motion made by Director Frank Mezzatesta, seconded by Director Alma Quezada , and approved unanimously, the Executive Session was adjourned at 7:55 p.m.

Shareholders in Attendance:

Roland Bauer
Craig Crosby

Submitted by,

Lauri Marino – Office Manager

Approved by,

Steven Muro, Secretary

Dave Stephenson, President

Date: May 27, 2025

To: Board of Directors, Crestview Mutual Water Company

From: Ann DeMartini, Interim General Manager

Subject: Recommendation to Adopt Resolution for Authorization for Enforcement of the Cross-Connection Control Plan

Dear Board Members,

I am writing to recommend that the Board of Directors adopt the resolution, titled "Authorization for Enforcement of the Cross-Connection Control Plan." This resolution is critical to ensuring compliance with the California State Water Resources Control Board's (SWRCB) Cross-Connection Control Policy Handbook (CCCPH), effective July 1, 2024, and to protecting the health and safety of our 630 service connection customers by safeguarding our potable water supply as the County of Ventura is no longer overseeing this program.

The resolution authorizes the Company to implement and enforce its Cross-Connection Control Plan, due to the SWRCB by July 1, 2025. The plan addresses state-mandated requirements to prevent contamination from cross-connections through hazard assessments, backflow prevention assembly (BPA) testing and maintenance, customer notifications, and enforcement measures, including potential water service disconnection for noncompliance. The resolution grants authority to conduct assessments, maintain BPA inventories (currently 108 BPAs), issue notices, and take corrective actions, all in alignment with the CCCPH and Ventura County Environmental Health Division requirements.

Adoption of this resolution is necessary to:

- Comply with state regulations and avoid penalties or liability.
- Provide clear authority for enforcement actions, ensuring timely customer compliance with BPA testing, repairs, and hazard assessment surveys.
- Uphold our commitment to public health by preventing water supply contamination.
- Ensure audit readiness for SWRCB and Ventura County reviews through robust recordkeeping and reporting.

The resolution includes provisions for customer support, such as distributing an introductory letter prior to July 1, 2025, for which a letter is already drafted, providing resources to locate certified BPA testers, and maintaining a transparent tracking system. It

also delegates authority to the General Manager or Board President to oversee enforcement while ensuring fairness and compliance with all applicable laws and the Company's Bylaws.

I urge the Board to review and adopt this resolution on May 27, 2025, to enable the Company to meet its regulatory obligations in a timely manner and protect our community's water supply and to incorporate the resolution into the plan to be submitted to the SWRCB by July 1, 2025.

Crestview Mutual Water Company

Draft Board Resolution No. 2025-1

Authorization for Enforcement of the Cross-Connection Control Plan

Crestview Mutual Water Company, a California Nonprofit Mutual Water Company

WHEREAS, Crestview Mutual Water Company, a California Nonprofit Mutual Water Company (hereinafter referred to as "the Company"), operates a public water system serving 630 single-family residential connections in Ventura County, California, and is committed to protecting the health and safety of its customers by ensuring the integrity of its potable water supply; and

WHEREAS, the California State Water Resources Control Board's (SWRCB) Cross-Connection Control Policy Handbook (CCCPH), effective July 1, 2024, mandates that all public water systems develop and implement a Cross-Connection Control Plan to prevent contamination from cross-connections, with said plan due by July 1, 2025; and

WHEREAS, the Company has developed a Cross-Connection Control Plan that includes provisions for conducting initial and ongoing hazard assessments, maintaining an inventory of backflow prevention assemblies (BPAs), ensuring annual testing by certified testers, requiring timely maintenance, repair, or replacement of BPAs, and monitoring compliance through customer notifications, all in accordance with the CCCPH and Ventura County Environmental Health Division requirements; and

WHEREAS, effective enforcement of the Cross-Connection Control Plan is necessary to comply with state regulations, protect public health, and avoid penalties or liability, requiring the Company to have clear authority to implement corrective actions, issue notices, and, if necessary, discontinue water service for noncompliance; and

WHEREAS, the Company's Board of Directors recognizes that the CCCPH allows for enforcement measures, including but not limited to noncompliance notifications, shutoff notices, and water service disconnection, to ensure adherence to the plan's provisions, such as timely BPA testing (within 10 days of test date), repairs (within 14-60 days depending on hazard level), and submission of hazard assessment surveys (within 30 days); and

Crestview Mutual Water Company

Draft Board Resolution No. 2025-1

WHEREAS, the Board of Directors desires to formally authorize the Company to enforce the Cross-Connection Control Plan to uphold its commitment to safe drinking water and regulatory compliance;

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of Crestview Mutual Water Company hereby authorizes and directs the Company to enforce all provisions of its Cross-Connection Control Plan, as follows:

1. **Authority to Implement and Enforce:** The Company, through its designated officers, employees, or contracted agents, is granted full authority to implement and enforce the Cross-Connection Control Plan, including but not limited to:
 - a. Conducting initial hazard assessments by July 1, 2026, and ongoing assessments on a 6-year cycle for all 630 connections, as outlined in the plan.
 - b. Maintaining an inventory of backflow prevention assemblies (currently 108 BPAs) and requiring annual testing by testers certified by ANSI-accredited or SWRCB Division of Drinking Water (DDW)-recognized organizations.
 - c. Ensuring testers use accurate, annually calibrated field test kits and submit test results to the Company within 10 days of testing.
 - d. Requiring customers to complete maintenance, repair, or replacement of BPAs within 14-30 days for high-health-hazard connections and 30-60 days for low- to moderate-hazard connections, as identified through assessments or testing.
 - e. Issuing customer surveys for hazard assessments and requiring responses within 30 days.
2. **Enforcement Measures:** To ensure compliance, the Company is authorized to:
 - a. Issue written notifications, including reminders, noncompliance letters, and shutoff notices, to customers who fail to meet plan requirements, such as submitting survey responses, test results, or completing BPA repairs.
 - b. Follow an enforcement timeline consistent with the plan, including:
 - i. Reminder notices within 14-20 days of initial notification for non-response or noncompliance.
 - ii. Noncompliance letters with a 30-day deadline for corrective action.
 - iii. Shutoff notices issued 7-10 days prior to potential service disconnection for unresolved issues.
 - iv. Disconnection of water service after 37-45 days of noncompliance, with immediate notification of reinstatement steps upon resolution.

Crestview Mutual Water Company

Draft Board Resolution No. 2025-1

- c. Report BPA test results, including failures, to the Ventura County Environmental Health Division (VCEHD) via the Citizen Access portal within 10 days, as required.
- 3. **Customer Support and Communication:** The Company shall provide resources to facilitate compliance, including:
 - a. Distributing an introductory letter prior to July 1, 2025, to inform all 630 service connection customers of the plan's requirements, as detailed in the Company's communication plan.
 - b. Offering information for a list of certified BPA testers.
 - c. Maintaining an Excel-based tracking system to log BPA tests, notifications, and compliance status, ensuring transparency and audit readiness for SWRCB and VCEHD reviews.
- 4. **Recordkeeping and Reporting:** The Company shall maintain records of all hazard assessments, BPA tests, notifications, and enforcement actions for a minimum of 10 years, as required by the CCCPH, and submit annual compliance reports to the SWRCB's Division of Drinking Water by July 1 each year, beginning in 2025.
- 5. **Delegation of Authority:** The Board authorizes the General Manager, Water Superintendent or Board President to oversee enforcement activities, including signing notifications, coordinating with VCEHD, and approving service disconnections, with discretion to extend deadlines for customers demonstrating good-faith efforts to comply, provided public health is not compromised.
- 6. **Compliance with Laws:** All enforcement actions shall adhere to the CCCPH, California Water Code, Ventura County regulations, and the Company's Bylaws, ensuring fairness, due process, and protection of customer rights.

BE IT FURTHER RESOLVED that this resolution shall take effect immediately upon adoption and shall remain in force until amended or repealed by the Board of Directors.

BE IT FURTHER RESOLVED that the Secretary is directed to certify this resolution and include it in the Company's official records, with a copy incorporated into the Cross-Connection Control Plan submitted to the SWRCB by July 1, 2025.

Crestview Mutual Water Company

Draft Board Resolution No. 2025-1

ADOPTED this ____ day of _____, 2025, by the following vote:

AYES:

NOES:

ABSENT:

Dave Stephenson, President

ATTEST:

Steven Muro, Secretary

May 27, 2025

To: The Board of Directors

From: Ann DeMartini, Interim General Manager

Recommendation for the Renewal of Line of Credit

I am writing to recommend the renewal of Crestview Mutual Water Company's line of credit (LOC) with Banc of California. The current line of credit was \$250,000, and per the recommendation of the Finance Committee, an increase to \$500,000 was recommended. The increase to \$500,000 for the LOC was approved by the Banc of California. Our LOC is up for renewal. I propose that we renew the line of credit for the increase level of \$500,000 and same terms. The renewal term ends May 15, 2026 which is now on an annual basis rather than a semi-annual basis due to our improved financial conditions.

Terms: Interest is variable based on the Wall Street Journal Prime Rate currently 7.5% per annum and will not go lower than 5% or more than the maximum rate allowed by applicable law calculated on the 365/360 basis. Payment if any, is due in one payment by May 15, 2026, plus accrued interest. Accrued interest on the loan, if any, is due monthly beginning June 15, 2025, with subsequent payments due monthly on the same day of each month.

Rationale:

The line of credit is in place as a prudent financial strategy for Crestview. It serves as an important safety net, ensuring we have access to capital in an emergency or unexpected financial need.

Financial Considerations:

Crestview has a strong record of accomplishment of responsible borrowing and timely repayment. Crestview's financial position remains strong. There is a nominal and standard line of credit renewal fee associated with the renewal and the fees are less since we are on an annual renewal basis.

Recommendation:

I recommend that the board authorize the renewal of our \$500,000 line of credit with Banc of California for an additional term. I further recommend that the board authorize the President, and Vice President to execute the line of credit "Change in Terms Agreement" bank forms on behalf of the company.

BOARD OF DIRECTORS STAFF REPORT

TO: CRESTVIEW BOARD OF DIRECTORS
FROM: DURRELL P McADOO, SUPERINTENDENT
TOPIC: WATER SYSTEM SUPERINTENDENT'S REPORT
DATE: May 27, 2025

Recommendation: To receive and file the monthly Water System Superintendent's report. For informational purposes only.

Background/Analysis: Below is a list of activities and conditions that Staff encountered associated with the Crestview water system since the last Board Meeting.

The Consumer Confidence Report (CCR) has been completed and will be sent out with the May water billing.

Work is still being done to complete the Cross Connection Plan, which is due on the first of July.

Wells 4 and 6 are meeting the demands of the system.

Currently staff is moving forward with the pressure control maintenance program. During this time, people will not experience any disruption in service. The practice allows Staff to ensure the operability of all the control valves within the system. It also pinpoints any valves that need to be replaced. Those will be in the budget for the upcoming year.

A 25' dumpster has been ordered, and the burned materials will be wrapped and placed in the dumpster for debris removal at Well 6.

April 2025 Financial Summary	Apr 2025		%	Apr 2024		Reason for Variance
April 2025 AF and Financial Summary	Actual	Budget	Variance	Actual	Variance	
Water Sales in Acre Feet	224.280	160.680	40%	112.757	99%	2024/2025 is abnormally dry and warm
Water Production (+Calleguas) in Acre Feet	242.820	168.714	44%	121.442	100%	Now off of Calleguas Water
Percent Non-Revenue Water	8.27%	5%		7.70%		April loss is about 5% YTD timing diff
Higher than normal non-revenue water for February 2025 is due to timing differences between reading meters and the Calleguas Meter						
Water Sales and Service Fees	\$ 603,050			WY24-25	686.48	New Crestview Fox Canyon GMA Allocation 24/25
Interest and other income	\$ 26,018			10-24 use	76.474	No Calleguas Water imports
Total Revenue	\$ 629,068			11-24 use	17.499	47 AF of Calleguas Water Imported
Power	\$ 48,597	Refer		12-24 use	0	60.304 AF of Calleguas Water Imported
Other Operating Costs & Mountain Fire Costs	\$ 362,134	to detailed		1-25 use	0	58.751 AF of Calleguas Water Imported
Employee Related Costs	\$ 246,676	report		2-25 use	16.636	12.9 AF of Calleguas Water Imported
General Insurance	\$ 16,198	on the		3-25 use	39.583	No imported water
Taxes, Permits and Licenses	\$ 26,855	following		4-25 use	54.666	No imported water
General and Administrative Costs	\$ 65,879	pages		5-25 use		
Legal and Accounting Services	\$ 126,169			6-25 use		
Total Costs	\$ 892,508			7-25 use		
Depreciation	\$ 82,850			8-25 use		
Capital Improvement Projects	\$ -			9-25 use		
Grand Total Costs	\$ 975,358		GOOD>	Remaining	481.622	Water Year is October 1, 2024 - September 30, 2025
Excess (Loss) Revenues over Expenses	\$ (346,290)			Total remaining allocation for the 2024/2025 Water Year in AF		
Excluding Depreciation	\$ (263,440)			Use is Well Pumping - Remaining year avg is above normal use		
April 2025 Balance Sheet Summary	The cash balance decreased from the prior month's balance of \$1,438,104 by \$51,023					
Assets	4/30/25	4/30/24		Change	% Change	Reason for Variance
Cash and Cash Equivalents - Note	1,187,081	1,207,099		(20,019)	-2%	More capex this year than prior year
Accounts Receivable	150,478	92,460		58,019	63%	Effect of lower tiers and more sales
Other Current Assets	84,376	37,470		46,906	125%	Ins Renew and CMWD due from incr.
Restricted Cash	200,000	200,000		0	0%	
Net Fixed Assets	4,007,027	4,114,022		(106,996)	-3%	Effect of depreciation
Total Assets	5,628,961	5,651,052		(22,090)	0%	Balance Sheet is stable from Prior year
Liabilities and Equity						
Accounts Payable (Note)	97,212	48,891		48,321	99%	Increased contract invoices-engineering
Other Current Liabilities	55,678	101,000		(45,322)	-45%	Decr in Accr Regulatory Compliance
Total Liabilities	152,890	149,891		3,000	2%	
Equity	5,476,071	5,501,161		(25,090)	0%	Lower water sales in beginning of year
Note, Legal invoice totalling \$26,879 not included in AP						coupled with increased imported water
Total Liabilities and Equity	5,628,961	5,651,052		(22,090)	0%	
Note - About \$826,421 is being held in a sweep acct earning 1.30%, with \$509,174 in a high yield 3.2% acct. Active \$250K LOC.						

Description	Budget FY2024	Budget FY2025	Actual Apr 2025 FYTD	Remaining FY25 Budget	Budget Apr 2025 FYTD	\$ Diff Act to Bud Apr 25 FYTD	% Diff Act to Bud Apr 25 FYTD	Notes to Financial Statements for difference between budget and actual for April 2025 Fiscal Year to Date (FYTD)
AF Sold (Average 95% of AF Produced)	600.000	715.000	224.280	490.720	160.680	63.600	40%	Higher water use than anticipated - 775 AF projected, hi normal
AF Pump	628.642	686.480	110.887	575.593	104.441	6.446	6%	Expected to be pumping but taking Calleguas Water Early
AF Purchased From Calleguas		64.27	131.933	-67.66	64.273	67.660	105%	Planned to start purchasing 64.27 or more AF of water in FY25 due to allocation reduction and due to the fire Crestview is taking it earlier in the year due to impacts of the Mountain Fire. Because of continued dry, windy and hot weather, continued taking more Calleguas Water than previously expecting to.
								Proforma projections show 775 AF in sales throught the Fiscal Year
Water Sales Projected	\$ 1,247,521	\$ 1,793,935	\$ 441,130	\$ 1,352,805	\$ 403,146	\$ 37,984	9%	The lowering of the tiers from 8KG to 7KG plus higher than projected water sales
Service Availability (tied to shares)	\$ 270,000	\$ 387,588	\$ 161,919	\$ 225,669	\$ 161,495	\$ 424	0%	
	\$ 1,517,521	\$ 2,181,523	\$ 603,050	\$ 1,578,473	\$ 564,641	\$ 38,409	7%	
Other Income								
Field Services	\$ 3,600	\$ 3,600	\$ 310	\$ 3,290	\$ 1,500	\$ (1,190)	-79%	Budget is applied evenly across the year and some month's amounts can differ greatly but the total year is looked at for budgeting this type of account.
Other Water Sales (Use of Hydrants)	\$ -	\$ -	\$ 6,810	\$ -	\$ -	\$ 6,810	100%	Fire clean up hydrant use by outside contractors
Transfer Fees	\$ 1,200	\$ 1,200	\$ 450	\$ 750	\$ 500	\$ (50)	-10%	Budget is applied evenly across the year and some month's amounts can differ greatly but the total year is looked at for budgeting this type of account.
Interest Income	\$ 36,000	\$ 36,000	\$ 18,449	\$ 17,551	\$ 15,000	\$ 3,449	23%	Same as above
Sub-Total	\$ 40,800	\$ 40,800	\$ 26,019	\$ 14,781	\$ 17,000	\$ 9,019	53%	
Total Revenue	\$ 1,558,321	\$ 2,222,323	\$ 629,068	\$ 1,593,255	\$ 581,641	\$ 47,427	8%	The lowering of the tiers from 8KG to 7KG plus higher than projected water sales. Higher than normal water use
Power Costs tied to water use								
Power	\$ 174,346	\$ 245,591	\$ 48,597	\$ 196,994	\$ 41,603	\$ 6,994	17%	Invoices are not fully represented.
Other Operational Related Costs								
Mountain Fire	\$ -		\$ 37,022	\$ (37,022)	\$ -	\$ 37,022	100%	Costs directly associated with the Mountain Fire
Repairs - Unanticipated	\$ 36,000	\$ 36,360	\$ 19,289	\$ 17,071	\$ 15,150	\$ 4,139	27%	Budget is applied evenly across the year and some month's amounts can differ greatly but the total year is looked at for budgeting this type of account. The main gate at the Treatment Plant required repair.
Repairs - Scheduled	\$ 24,000	\$ 48,000	\$ 164	\$ 47,836	\$ 20,000	\$ (19,836)	-99%	Significant scheduled repairs have not occurred.
Supplies	\$ 10,000	\$ 10,100	\$ 7,070	\$ 3,030	\$ 4,210	\$ 2,860	68%	Budget is applied evenly across the year and some month's amounts can differ greatly but the total year is looked at for budgeting this type of account. Higher than budgeted
Auto Expenses	\$ 11,500	\$ 12,075	\$ 4,204	\$ 7,871	\$ 5,030	\$ (826)	-16%	
Water Purification	\$ 38,179	\$ 38,000	\$ 17,601	\$ 20,399	\$ 15,835	\$ 1,766	11%	We are now treating more water
Water Purchased		\$ 136,837	\$ 268,825	\$ (131,988)	\$ 18,517	\$ 250,308	1352%	Budget amount relates to the Ready to Serve Charge but Calleguas Purchases were budgeted to occur starting in January or February of this year. As noted before, we had more Calleguas Water purchased than expected.
Water CRC (NA for purchases 10-1 to 4-30)		\$ -	\$ -	\$ -	\$ -	\$ -	0%	As long as Crestview takes water between Oct 1st and Apr 30th they do not have to pay a CRC to Calleguas (Capital Reservation Charge) which would be an estimated \$85K in additional expense annually.
Water Purchased RTS	\$ 21,520	\$ 19,305	\$ 7,960	\$ 11,345	\$ 7,960	\$ -	0%	The RTS to Calleguas (Readiness to Serve) is a service fee to be ready to deliver water to Crestview. The charge for 2025 is expected to be \$1592 per month, slightly lower.
Sub-Total	\$ 141,199	\$ 300,677	\$ 362,134	\$ (61,457)	\$ 86,702	\$ 275,432	318%	Increased operational costs due to early purchases of Calleguas and Mountain Fire costs.
Employee Related Costs						\$ -		
Workers Comp Insurance	\$ 16,500	\$ 17,160	\$ 8,459	\$ 8,701	\$ 10,841	\$ (2,382)	-22%	
Salary	\$ 415,550	\$ 432,172	\$ 180,263	\$ 251,909	\$ 175,180	\$ 5,084	3%	

Description	Budget FY2024	Budget FY2025	Actual Apr 2025 FYTD	Remaining FY25 Budget	Budget Apr 2025 FYTD	\$ Diff Act to Bud Apr 25 FYTD	% Diff Act to Bud Apr 25 FYTD	Notes to Financial Statements for difference between budget and actual for April 2025 Fiscal Year to Date (FYTD)
Payroll Taxes	\$ 33,250	\$ 34,580	\$ 13,563	\$ 21,017	\$ 13,401	\$ 162	1%	
Group Medical Insurance	\$ 63,050	\$ 65,572	\$ 28,828	\$ 36,744	\$ 29,949	\$ (1,121)	-4%	
Pension Expense	\$ 37,400	\$ 38,896	\$ 15,563	\$ 23,334	\$ 15,708	\$ (145)	-1%	
Sub-Total	\$ 565,750	\$ 588,380	\$ 246,676	\$ 341,705	\$ 245,078	\$ 1,597	1%	Close to budget.
Insurance								
General Insurance	\$ 35,100	\$ 37,690	\$ 16,198	\$ 21,492	\$ 15,705	\$ 493	3%	Close to budget.
Taxes, Permits and Licenses								
								Budget is applied evenly across the year and some month's amounts can differ greatly but the total year is looked at for budgeting this type of account.
Taxes & Permits	\$ 2,500	\$ 2,525	\$ -	\$ 2,525	\$ 1,050	\$ (1,050)	-100%	
Sewer Discharge Fees	\$ 240	\$ 242	\$ 24	\$ 219	\$ 119	\$ (95)	-80%	Same as above
Regulatory Compliance * Estimate	\$ 44,145	\$ 82,000	\$ 16,203	\$ 65,797	\$ 34,165	\$ (17,962)	-53%	Same as above
Taxes and Licenses	\$ 25,375	\$ 25,629	\$ 10,628	\$ 15,001	\$ 10,680	\$ (52)	0%	Same as above
Sub-Total	\$ 72,260	\$ 110,396	\$ 26,855	\$ 83,541	\$ 46,014	\$ (19,159)	-42%	
General and Administrative								
Outside Services	\$ 127,200	\$ 137,200	\$ 31,111	\$ 106,089	\$ 57,165	\$ (26,054)	-46%	Costs are lower than budgeted. Invoices not fully represented
Computer Expense - Operations	\$ 5,025	\$ 31,500	\$ 5,420	\$ 26,080	\$ 13,125	\$ (7,705)	-59%	Same as above
Telephone & Telemetry	\$ 10,500	\$ 10,605	\$ 5,111	\$ 5,494	\$ 4,420	\$ 691	16%	Slightly higher cost than budgeted
								Budget is applied evenly across the year and some month's amounts can differ greatly but the total year is looked at for budgeting this type of account.
Unanticipated Contingencies	\$ 3,000	\$ 3,000	\$ -	\$ 3,000	\$ 1,250	\$ (1,250)	-100%	
Office Utilities	\$ 4,140	\$ 4,181	\$ 1,487	\$ 2,694	\$ 1,740	\$ (253)	-15%	Invoices may not be fully represented
Fiber Optic Internet	\$ 2,040	\$ 2,060	\$ 1,159	\$ 902	\$ 860	\$ 299	35%	Higher cost than budgeted
								Budget is applied evenly across the year and some month's amounts can differ greatly but the total year is looked at for budgeting this type of account.
Computer Expense	\$ 5,150	\$ 5,202	\$ 3,549	\$ 1,653	\$ 2,165	\$ 1,384	64%	
Office Expense	\$ 6,600	\$ 6,666	\$ 3,309	\$ 3,357	\$ 2,780	\$ 529	19%	Purchased new office equipment and furniture.
								Budget is applied evenly across the year and some month's amounts can differ greatly but the total year is looked at for budgeting this type of account.
Dues and Subscriptions	\$ 3,995	\$ 4,395	\$ 3,238	\$ 1,156	\$ 1,830	\$ 1,408	77%	
Seminars & Training	\$ 5,000	\$ 5,050	\$ 2,463	\$ 2,587	\$ 2,105	\$ 358	17%	Same as above
Telephone	\$ 2,340	\$ 2,363	\$ 1,205	\$ 1,159	\$ 985	\$ 220	22%	Higher cost than budgeted
								Budget is applied evenly across the year and some month's amounts can differ greatly but the total year is looked at for budgeting this type of account.
Meeting Costs	\$ 11,000	\$ 11,110	\$ 2,443	\$ 8,668	\$ 4,630	\$ (2,188)	-47%	
Bank Fees	\$ 2,500	\$ 2,525	\$ 3,181	\$ (656)	\$ 1,050	\$ 2,131	203%	Costs for LOC renewal fee higher than budgeted
Postage	\$ 3,720	\$ 3,757	\$ 2,204	\$ 1,553	\$ 1,565	\$ 639	41%	Increased mailings during January 2025
Sub-Total	\$ 192,210	\$ 229,614	\$ 65,879	\$ 163,735	\$ 95,670	\$ (29,791)	-31%	Lower than budgeted Outside Services
Legal and CPA Fees								
Professional Fees	\$ 111,900	\$ 188,125	\$ 126,169	\$ 61,956	\$ 76,300	\$ 49,869	65%	Refer to below notes:
								Budget is applied evenly across the year and the invoice arrives in late Spring.
Accounting	\$ 7,400	\$ 11,000	\$ 6,500	\$ 4,500	\$ 4,585	\$ 1,915	42%	
								Budget is applied evenly across the year and some month's amounts can differ greatly but the total year is looked at for budgeting this type of account. Adjudication is a continuing issue to be reviewed.
Adjudication	\$ 18,000	\$ 18,000	\$ 9,213	\$ 8,787	\$ 7,500	\$ 1,713	23%	
Employee Handbook	\$ 2,500	\$ 2,525	\$ -	\$ 2,525	\$ 1,050	\$ (1,050)	-100%	
Election/Annual Meeting	\$ 19,000	\$ 5,000	\$ 1,497	\$ 3,503	\$ -	\$ 1,497	100%	
								Budget is applied evenly. Increased costs relate to the Adhoc committee review of the Mountain Fire incident along with regular company business.
General Counsel	\$ 65,000	\$ 151,600	\$ 108,959	\$ 42,641	\$ 63,165	\$ 45,794	72%	
Non-Cash Expenses								

Description	Budget FY2024	Budget FY2025	Actual Apr 2025 FYTD	Remaining FY25 Budget	Budget Apr 2025 FYTD	\$ Diff Act to Bud Apr 25 FYTD	% Diff Act to Bud Apr 25 FYTD	Notes to Financial Statements for difference between budget and actual for April 2025 Fiscal Year to Date (FYTD)
Administrative Depreciation	\$ 10,704	\$ 10,800	\$ 4,461	\$ 6,339	\$ 4,500	\$ (39)	-1%	
Operational Depreciation	\$ 173,739	\$ 181,000	\$ 75,892	\$ 105,108	\$ 75,415	\$ 477	1%	
Sub-Total	\$ 184,443	\$ 191,800	\$ 80,353	\$ 111,447	\$ 79,915	\$ 438	1%	Close to budget.
Total Costs	\$ 1,477,207	\$ 1,892,274	\$ 972,861	\$ 919,413	\$ 686,987	\$ 285,874	42%	Increased actual costs are the result of timing difference in taking Calleguas Water and expenses related to the Mountain Fire. Calleguas Water Purchases ceased mid February which will lower costs during the year.
Deduct Depreciation	\$ 184,443	\$ 191,800	\$ 80,353	\$ 111,447	\$ 79,915	\$ 438	1%	
Total Cost Cash Basis	\$ 1,292,764	\$ 1,700,474	\$ 892,508	\$ 807,966	\$ 607,072	\$ 285,436	47%	Cash is expected to go positive in May but may be impacted by increased capex charges.
								Per the Proforma Budget Analysis projections
Capital Improvement Projects								We have higher revenue from water sales than budgeted.
General Capital Projects	\$ 265,557	\$ 600,000	\$ 82,850	\$ 517,150	\$ 250,000	\$ (167,150)	-67%	Project engineering costs
Grand Total Costs	\$ 1,558,321	\$ 2,300,474	\$ 975,358	\$ 1,325,115	\$ 857,072	\$ 118,286	14%	April invoices are not fully represented, expenses are higher through April than stated.
Cash Basis:								
Excess (Loss) Revenues over Expenses	\$ (0)	\$ (78,151)	\$ (346,290)	\$ 268,139	\$ (275,431)	\$ (70,859)	26%	The proforma projection indicates we are staying on track for the Fiscal Year and the finances appear to be staying healthy.

	Water	Water	Budgeted	% of Water	% of
Date	Production	Sales	Sales	Sold	Budgeted Sales
	MG	MG	MG		
Dec	19.650	17.698	11.538	90.1%	53%
Jan	19.144	17.503	6.808	91.4%	157%
Feb	9.618	9.486	11.679	98.6%	-19%
Mar	12.898	11.347	6.241	88.0%	82%
Apr	17.813	17.048	16.092	95.7%	6%
May	0.000	0.000	20.596	#DIV/0!	-100%
Jun	0.000	0.000	22.853	#DIV/0!	-100%
Jul	0.000	0.000	30.845	#DIV/0!	-100%
Aug	0.000	0.000	27.217	#DIV/0!	-100%
Sept	0.000	0.000	26.954	#DIV/0!	-100%
Oct	0.000	0.000	28.913	#DIV/0!	-100%
Nov	0.000	0.000	23.247	#DIV/0!	-100%
Totals	79.123	73.082	232.983	92.4%	-68.63%

