

Minutes of the Meeting
of the Board of Directors of
Crestview Mutual Water Company
May 28, 2024

1. Convened Public Meeting

The meeting was called to order by President Dave Stephenson on Tuesday, May 28, 2024, at 5:30 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
Alma Quezada – Vice President
Laurie Bennett – Treasurer
Steven Muro – Secretary
Frank Mezzatesta – Director

Directors Absent: None

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

2. Shareholders Public Forum

Roger Chittum provided three comments regarding the ultimate responsibility for the CPA-prepared financial statements, the notes to the financial statements regarding Well 8's purpose, and clarification of who is responsible regarding the new Workplace Violence Prevention Plan draft.

CONSENT AGENDA

3. Minutes

The minutes of the Regular Meeting and Executive Session of the Board of Directors of April 23, 2024, were presented. On a motion made by Director Steven Muro and seconded by Director Alma Quezada, the Board unanimously approved the following:

Resolved, that the minutes of the Regular Meeting and Executive Session of the Board of Directors of April 23, 2024, be accepted as presented.

ACTION ITEMS

4. Technology Committee Charter

The Technology Committee is tasked with systems functioning effectively. The committee recommended that the Technology Committee Charter be formally adopted by the Board as presented. On a motion by Director Steven Muro and seconded by Director Frank Mezzatesta, the Board unanimously approved the following:

Resolved, that the Technology Committee Charter be adopted as presented.

5. Cyber Security Audit

Ann DeMartini, Business Manager provided information on the imperative need for a cyber security audit; the Technology Committee is recommending an audit be performed as soon as possible. On a motion by Director Alma Quezada and seconded by Director Laurie Bennett, the Board unanimously approved the following:

Resolved, that the Technology Committee obtain additional proposals and move forward with securing a vendor for a Cyber Security Audit.

6. MS365 Document Migration

The subject of data migration to the new MS365 platform was discussed. Director Dave Stephenson indicated that this item should be discussed in the future and after the Cyber Security Audit is completed. No decision was made on this topic, and it will be revisited at a future meeting.

INFORMATION ONLY

7. Superintendent's Report

Superintendent McAdoo reported that the water system surpassed estimated usage for the month. There was a small, contained leak in the liquid chlorine tank at the site of Well 4. This was quickly mitigated under standard operating procedures without incident. A new tank is on order and will be installed soon.

8. Business Consultant's Report

Ann DeMartini reported the following:

Well 7 Timeline and Capital Reserves – A goal setting timeline graphic for the Well 7 project noting that the goal is to have a well site selected by September 2024. Additionally, it is recommended that the Company consider a capital reserve study in the future to know the useful life and replacement costs of the aging infrastructure.

Z World Geospatial Information Systems – A GIS application is under review that may provide benefits for system operations, asset management, documentation, and emergency response within Crestview's

water system. The Z World's proposal was higher than expected, and Staff is postponing this project for future consideration.

Illness and Injury/Workplace Violence Prevention Plan – There is a new California requirement that a Workplace Violence Prevention Plan be in place for many California employers by July 1, 2024. The Plan is completed and will be presented for approval at a future Board Meeting.

9. Treasurer's Report

The April 2024 financial statements were presented, with explanatory notes. Director Laurie Bennett, Treasurer, indicated that the Company had more water sales to date than expected. The budget is on target and realistic. Shareholder Chris Ono asked about the incremental impact of the new tier 1 rate. Lauri Marino indicated she would send that information to him.

10. President's Report

President Dave Stephenson had nothing further to report.

11. Adjournment

On a motion made by Director Frank Mezzatesta, seconded by Director Laurie Bennett and approved unanimously, the regular meeting was adjourned at 6:40 p.m.

Call to Order – Executive Session at 6:49 p.m.

1. Executive Closed Session

The Board in Executive Closed Session discussed the following matters:

- Personnel Matters – Paid Family Leave. No decisions were made; nothing to report.
- Well #7 Site Selection – No decisions were made; nothing to report.
- Third-Party Contracts – No decisions were made; nothing to report.

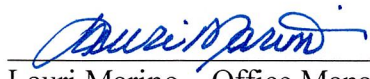
2. Adjournment of Executive Session

On a motion made by Director Frank Mezzatesta, seconded by Director Laurie Bennett, and approved unanimously, the Executive Session was adjourned at 8:17 p.m.

Shareholders in Attendance:

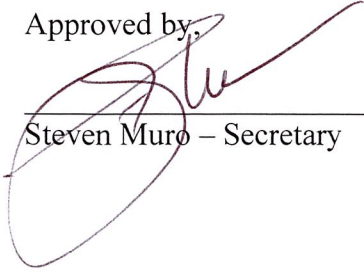
Roger Chittum
Cohen, Christine
Derr, Michael
Ono, Christopher

Submitted by,

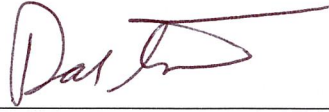


Lauri Marino – Office Manager

Approved by,



Steven Muro – Secretary



Dave Stephenson – President