

# WOODRIDGE MUTUAL WATER & PROPERTY OWNER'S ASSOCIATION

## ANNUAL GENERAL MEETING OF THE MEMBERSHIP AGENDA

Date:	Saturday, May 14, 2022	Time:	10:00 a.m.
Location:	Black Butte Middle School 7946 Ponderosa Way Shingletown, CA 96088		

1. Registration of Members
2. Call Meeting to Order
3. Pledge of Allegiance
4. Opening Remarks
5. Approve Meeting Minutes of the May 1, 2021 Annual General Meeting of the Membership
6. Board of Directors' Report
  - a. President
  - b. Treasury & Accounting
  - c. Design
  - d. Lake
  - e. Secretary
  - f. Water System
  - g. Advocacy
7. Vote to Adopt:
  - a. 2022 Budget & Financial Statements
  - b. Pursue Action Against Delinquent Account

Break & Close of Polls

8. Guest Speaker
9. Open Forum Question & Answer Period
10. Vote Results Related to the Budget
11. New Business and Comments
12. Adjourn Meeting

On May 1, 2021 a General Meeting of the Woodridge Mutual Water and Property Owners Association was held at The Black Butte School Gymnasium, Shingletown, CA.

Officers, Directors, and employees present were, President, Dennis Diestler, Vice President, Dean Davis, Secretary, Martha Wilkerson, Bookkeeper, Bev Davis, Directors, Scott Hanson and Kristyn Koppman, Water Manager, Nick Gorshen and guest Attorney, Todd Endres. There were 31 other persons in attendance and 6 proxies were submitted for a total of 45 lots represented which is enough for a Quorum.

The meeting was called to order at 10:10AM by President, Dennis Diestler who also lead the group in the Pledge of Allegiance. President, Dennis Diestler then had all in attendance introduce themselves.

President, Dennis Diestler then called on each Board member to give their personal statements. President, Dennis Diestler gave his President's Report and reminded the homeowners of The WPOA Board of Directors Mission Statement:

Within the parameters of our bylaws and CC&R's to be as frugal as possible, and at the same time maintain the integrity of lake, water company and subdivision infrastructure. To always strive to maintain the safety, value, comfort and protection for all Woodridge Property Owners. Lastly, to simply make Woodridge a better place to live.

President, Dennis Diestler gave out the SAW Awards - Samaritan Award of Woodridge. The recipients this year were Gary Anthis, Scott Hanson and Kristyn Koppman. All of these fine people have done lots of work for the association and we can't thank them enough. Congratulations to these recipients.

President, Dennis Diestler then had all members review the minutes from the Homeowner Meeting of March 7, 2020. Dean Davis made a Motion to approve the minutes which was seconded by Scott Hanson. The homeowners then approved the minutes of this March 7, 2020 meeting.

President, Dennis Diestler informed the homeowners of the formal adoption of Davis-Stirling Act as it applies to all WPOA Operations.

Bookkeeper, Bev Davis gave the Budget Report and she went over the proposed budgets for the water system and also the property owners. Bev answered any questions from the homeowners.

President, Dennis Diestler went over the Tiered Dues information and there was a lengthy discussion with the homeowners. This Tiered Dues Proposal was then put on hold and an ad hoc committee will be formed to investigate this issue. Homeowners approved.

Lake Committee Chairperson, Dean Davis gave his lake report. He informed the homeowners that Solitude, the company hired to do the eradication was asked to attend our meeting but they were unable to do so. A very lengthy discussion continued regarding the lake issues using chemicals in the lake and get the lake taken care of sooner than later since this issue has gone on way too long. Homeowner stated that a decision needs to be made on the lake is very imperative. Homeowner Kevin Montler stated that he would waive the Davis-Stirling requirement regarding the lake issues so we can vote. Motion to the association was made by Josh Tracy to put Sonar in the lake and to start the process soon. Seconded by Tony Villamore. Homeowners approved.

President, Dennis Diestler called on our Attorney, Todd Endres who spoke on the Davis-Stirling Act and that it is the law and must be followed. A lengthy discussion followed with the homeowners and our attorney.

A question was presented to Lake Chairperson, Dean Davis and it was stated, How do we go ahead with Sonar? Dean responded with all the information and the rules and regulations that must be followed with this application. President, Dennis Diestler recommended that a committee be formed to work on getting the Sonar approved quickly, get permits and get bids and of course, operate all under the Davis-Stirling Act.

It was also suggested that on the WPOA 2021 Budget the wording be changed under the classification of Woodridge Lake Weed Abatement Mechanical to Woodridge Lake Weed Abatement Chemical. So noted.

President, Dennis Diestler informed the homeowners that every homeowner will receive in the mail the new Bylaws and CC&R's for review. Present, Dennis Diestler also mentioned that the Election and Enforcement Procedures have been approved. So noted.

Homeowner presented a question regarding the consulting fees in our budget. President addressed the subject that this item was discussed before and answered appropriately at our March 7, 2020 meeting. Question was asked as to the explanation of Contract Water Operatr Expense and Water Manager, Nick Gorshen answered the homeowner's question.

Fire Exits discussion and view map was given out to the members and explained in full detail. It was stated by a homeowner that this area of Northern California is under heavy fire watch and having these fire exists is a good thing for all of us to know. President, Dennis Diestler mentioned that there are a number of property owners who still have not cleared their property for fire prevention and he recommended that the new Board contact Cal-Fire/CDF and get them to tag these properties that need to be cleaned NOW! Discussion followed regarding the clearing and cleaning of these properties.

Vice President, Dean Davis discussed the Family Emergency Radios we have in effect and to be sure that your radios are charged and in working order at all times. If there are any questions, the homeowner needs to contact their group lead.

Homeowner suggested that the water billings be averaged over 12 months rather than monthly due to Summer increase because of usage. President, Dennis Diestler responded that the meters have to be read quarterly and therefore, billings are done quarterly based upon the meter reading/usage.

President, Dennis Diestler presented to the homeowner association the resignations of the following:

Dennis Diestler  
Dean Davis  
Martha Wilkerson  
Bev Davis

He informed the association that the Board will need to have a Quorum and the two (2) remaining Board members will look at the nominations after the meeting today and appoint new members.

Board member Kristyn Koppman thanked homeowner, Valerie Szody for taking care of the arrangements for the homeowners to use the Black Butte School Gymnasium for our meeting.

Board member, Kristyn Koppman thanked everyone for attending this important meeting and it was adjourned at 1:05PM.

Respectfully submitted,

Martha Wilkerson  
Secretary  
Woodridge Property Owners Association

Dear Neighbors,

It has been a privilege to be your initial interim president from May to August 2021, and duly elected in August 2021. Your newly impaneled board has been active these past twelve months. Each board member and the water master will provide a recap of their activities in 2021 and may provide additional insight on their scheduled activities for this year.

As to activities specific to my role, the recap is as follows:

1. Engaged a new law firm to represent the interests of our association and water system. The firm is Baydaline & Jacobsen, based in Sacramento. Our lead attorney's sole area of practice is homeowner/property owner associations.
2. With this, we are in the process of ensuring our association is in compliance with the Davis-Stirling Act, a California law. As a result, with our attorney, we will be working to re-draft the CC&Rs and By-laws to make sure that they are in accordance with the law. This process is going to take at least one year to accomplish. Once our initial draft is completed, we will be providing copies to you by email or mail, and posting on our website. Through the course of this process, I will ensure to keep all of you updated.
3. As part of Davis-Stirling compliance, we have enacted the posting of Board Meeting notices so that you have an opportunity to meet members of the Board and ask questions to us directly. I encourage you to attend board meetings. Notices can be found on our website as well as our bulletin board at the Shingletown Store.
4. In March 2022, we duly adopted Election Rules that are Davis-Stirling compliant. As you recall, we sent them to you in February for your review and comments.
5. Other legal matters – last year we were under the threat of litigation. Since then, our board has worked very diligently to address all the points raised against the association to resolve each point and/or address the deficiencies. This still looms over us, however we are confident through our diligence and transparency, will work through this positively.
6. Insurance: we have recently renewed our insurance policy to cover the association and water system. In addition, we have also received from our primary plumbing vendor, to name us as additionally insured on their liability policy. Our agent reminded us that we are to limit our liability exposure.

I would also like to take this opportunity to reaffirm our community's mission statement:

Within the parameters of our bylaws and CC&Rs, to be cost and expense conscious, and maintain the integrity of our lake, water system and subdivision infrastructure. Always will strive to maintain the safety, value, comfort and protection for all our Woodridge Lake Estates Property Owners. Importantly, continue to make Woodridge a wonderful place to live.

In closing, I would like to thank all of you for your patience and support this past year.

Respectfully submitted,  
Neill Murchison  
President

Dear Members,

Since taking over Treasury last May, there has been a lot of behind the scenes work with running two divisions; a water system and the POA which manages all the common areas of Woodridge Lake Estates. The Treasury Committee includes myself, Nanette and Catherine, keeping us busy this past year.

I want to thank Nanette who is our resident expert on keeping QuickBooks up to date recording all payments in and out. She is also in charge of quarterly water and POA billing and sending me reports to keep track of the association finances. Also thank you to Catherine who has worked diligently to get spreadsheets and files in order and get taxes, insurance, USDA reporting, payroll etc. filed on time. I keep track of the bank accounts, make online payments to vendors and authorize checks to pay ongoing expenses.

Our QuickBooks file required cleanup/reclassifying; mostly to keep the water system and POA money separate but also allow for easier report generation for cash flow and P&L purposes. Our third party accountant/CPA was unusually busy this past year, and difficult to get hold of, creating significant delays, the accounts are now mostly in their correct format. Still a few wrinkles to iron out, but we are getting there.

The team spent a lot of time during the first part of this year collecting late payments (there are only a handful of members, however it results in extra work to get the money due to the association). As a reminder you have until the 10th of the month after you receive your quarterly water and POA invoice to send in your payments. After the 10th late fees are charged and then finance charges.

As noted in agenda item 7b., we have one member who is significantly in arrears on their payments and as a community, we need to decide and approve how to deal with this.

POA and Water System budget figures were finalized by the end of the year and were approved by the board at our February Executive Board Meeting. The budget was provided either by email or mailed to the entire membership, a month prior to this meeting. The budget will need to be voted on and adopted at this meeting.

#### Highlights:

- The board worked to reduce spending wherever possible
- All current board members are volunteers and do not receive any compensation – a savings of saved \$5,300 for the last seven months of 2021, and will save \$8,400 in 2022
- Legal expenses were the main item that was over the 2021 budget - this was a combination of past bills for the work requested by the prior board dealing with the 'legal issue' and then further work required to bring our association up to date with the Davis Sterling Act, as highlighted in the President's report
- Legal expenses for rewriting the CC&R's and Bylaws are split between the water system and POA as they affect both

In regard to the POA, the biggest savings came from the switch back to herbicide treatment of the lake rather than mowing to get rid of the weeds (originally budgeted at \$18,000 for the mowing, the actual cost for herbicide and permits was just over \$10,500 for 2021) and that is further reduced to \$9,250 for this year – 2022. This is almost half the previous years' budget.

Bank balance, loan reserves (required by the USDA) and POA reserves:

Start of 2021 totaled \$65,805

End of 2021 totaled \$80,215

Total combined current balance as of May 9, 2022, was \$99,001 (please note there are still some big payments that have to be made in the second half of the year: insurance premium, dam permit, water testing and permits). Our cash flow projections are healthy and we will be able to cover the anticipated extra legal expenses for the By-Laws and CC&R's.

As you will have seen in the POA budget notes 'A', we have worked very hard to reduce the annual POA fees. As a result, the last two quarters of this year, 2022, you will pay \$175 (down from \$250 for the first 2 quarters). The revised total POA fees for 2022 will \$425, instead of \$500, and next year, 2023, we anticipate in keeping the same quarterly rate and therefore, the 2023 total fees should be \$350.

Future work will focus on ensuring we are keeping you the membership informed about the state of the association's finances. Also, we will be updating water billing to give you more information about your water accounts and usage, and working with our bank, Tri-Counties, to find ways for everyone to make payments easier.

Respectfully submitted,  
Allison Elliott  
Treasurer

**WOODRDIGE MUTUAL WATER & PROPERTY OWNERS CORPORATION**  
**Woodridge Property Owners Association - 2022 Budget**

		Notes	FY 2021 (BUDGET)	FY 2021 (ACTUAL)	FY 2022 (BUDGET)
<b>Income</b>					
	POA Fee Income	A	\$ 45,070.00	\$ 40,600.00	\$ 34,425.00
	Late Fee Income		-	630.00	350.00
	Total Income		<u>45,070.00</u>	<u>41,230.00</u>	<u>34,775.00</u>
	<b>Gross Profit</b>		<b>\$ 45,070.00</b>	<b>\$ 41,230.00</b>	<b>\$ 34,775.00</b>
<b>Expense</b>					
<b>POA</b>					
	Bank Service Charges				
	Bank Fees		5.00	-	5.00
	Total Bank Service Charges		<u>\$ 5.00</u>	<u>\$ -</u>	<u>\$ 5.00</u>
	Conference & Meeting Expenses				
	Annual Meeting				
	Appreciation Gifts	1	500.00	325.72	250.00
	Cleaning Fee (SVFD)	2	150.00	-	-
	Hall Rental Supplies	2	520.00	-	-
	Total Annual Meeting		<u>1,170.00</u>	<u>325.72</u>	<u>250.00</u>
	Total Conference & Meeting Expenses		<u>\$ 1,170.00</u>	<u>\$ 325.72</u>	<u>\$ 250.00</u>
	Insurance Liability		\$ 3,000.00	\$ 3,038.50	\$ 3,100.00
	Major Repairs & Maintenance				
	Woodridge Lake Security		-	41.82	100.00
	Woodridge Lake Weed Abatement				
	Herbicide DWR Permit	3	-	239.00	3,150.00
	Weed Permit DF&W	4	-	627.75	-
	Enzyme and Dye Packets		3,000.00	-	2,000.00
	Woodridge Lake Herbicide Tests			915.25	1,000.00
	Woodridge Lake Weed Abatement - Other	5	15,000.00	8,745.08	3,000.00
	Total Woodridge Lake Weed Abatement		<u>\$ 18,000.00</u>	<u>\$ 10,568.90</u>	<u>\$ 9,250.00</u>
	Woodridge Lake Dam DSOD Permit		10,900.00	8,392.00	9,920.00
	Woodridge Lake Dam Cleanup		400.00	110.00	200.00
	Total Major Repairs & Maintenance		<u>\$ 29,300.00</u>	<u>\$ 19,112.72</u>	<u>\$ 19,470.00</u>
	Office Expenses				
	Secretary of State		-	45.00	45.00
	Clerical Supplies & Postage		1,000.00	579.24	750.00
	Total Office Expenses		<u>\$ 1,000.00</u>	<u>\$ 624.24</u>	<u>\$ 795.00</u>
	Professional Fees				
	Attorney Fees	6	7,500.00	11,156.99	5,000.00
	Surveyor	7	-	-	3,500.00
	Total Professional Fees		<u>\$ 7,500.00</u>	<u>\$ 11,156.99</u>	<u>\$ 8,500.00</u>
	Property Owners Expense				
	Advocacy Committee		1,000.00	62.19	1,000.00
	Home Owner Emergency Radios	8	200.00	-	-
	Property Owners Picnic		250.00	-	250.00
	Total Property Owners Expense		<u>\$ 1,450.00</u>	<u>\$ 62.19</u>	<u>\$ 1,250.00</u>
	Repairs & Maintenance				
	Tree Removal		2,000.00	110.00	-
	Total Repairs & Maintenance		<u>\$ 2,000.00</u>	<u>\$ 110.00</u>	<u>\$ -</u>
	Web site		150.00	155.88	160.00
	<b>Total POA</b>		<b>\$ 45,575.00</b>	<b>\$ 34,586.24</b>	<b>\$ 33,530.00</b>



**WOODRDIGE MUTUAL WATER & PROPERTY OWNERS CORPORATION**  
**Woodridge Property Owners Association - 2022 Budget**

Notes	FY 2021 (BUDGET)	FY 2021 (ACTUAL)	FY 2022 (BUDGET)
<b>Total Expense</b>	\$ 45,575.00	\$ 34,586.24	\$ 33,530.00
<b>Net Ordinary Income</b>	\$ (505.00)	\$ 6,643.76	\$ 1,245.00
Other Income/Expense			
Other Income			
Interest income	-	116.15	-
Total Other Income	\$ -	\$ 116.15	\$ -
<b>Net Other Income</b>	\$ -	\$ 116.15	\$ -
<b>Net Income</b>	\$ (505.00)	\$ 6,759.91	\$ 1,245.00

**NOTES:**

- A) 2021 Budget reflects the assumption that the three tiered assessment proposed in May 2021 was to be approved. The annual POA dues per lot is \$500 totaling \$40,500 until the end of 2nd QTR 2022. For 2021, revenue for fees was \$40,500 + \$630 in late fees/finance charges. **Anticipate to reduce 2022's 3rd and 4th QTR combined of \$250 to \$175, resulting in an annual 2022 total of \$425, a reduction by \$75.00.**
- 1) Appreciation gifts are for property owner volunteers. No Board Member will receive any gifts.
  - 2) The Shingletown Volunteer Fire Department has waived all fees for use of the Van Stellman Hall
  - 3) 2019 Permit of \$ 2,572 was refunded in January 2021. Re-application payment for the permit in 2021 was \$ 2,811.00 (annual), resulting in a net expense of \$239.00
  - 4) Permit expires in 2026
  - 5) Previous budget this line item was labeled Chemical - Herbicide. Renamed due to changes made by Simmons & Associates
  - 6) Attorney Fees: Significant increase due to legal actions. Endres & Elizondo was paid a total of \$14,520 in the year (\$12,170 for CC&R / Bylaws related, and \$2,050 related to the 2021 legal issue). Based on chart of account changes made by Simmons & Associates, attorney fees were also categorized as an accounting expense for the water system.
- Attorney expenses for 2022 Budget will be split between the Water System and POA as the governing documents for the corporation, specifically the By-laws impact both operations.
- New Attorneys (Baydaline & Jacobsen - specializes in POA matters. Lead attorney has 15+ years of experience just in POAs) were engaged in September 2021.
- 7) A land survey is required to determine and finalize the legal description of the sub-division. This will be included in the updated governing documents.
  - 8) The program is contemplated to be retired.

**WOODRDIGE MUTUAL WATER & PROPERTY OWNERS CORPORATION**  
**Woodridge Mutual Water System - 2022 Budget**

	Notes	FY 2021 (BUDGET)	FY 2021 (ACTUAL)	FY 2022 (BUDGET)
<b>Income</b>				
Water Sales		\$ 50,066.00	\$ 47,054.36	\$ 46,800.00
Water Standby Fee Income			2,527.20	2,500.00
New Water Meter		-	2,400.00	2,400.00
<b>Total Income</b>	A	<u>50,066.00</u>	<u>51,981.56</u>	<u>51,700.00</u>
<b>Gross Profit</b>		<b>\$ 50,066.00</b>	<b>\$ 51,981.56</b>	<b>\$ 51,700.00</b>
<b>Expense</b>				
<b>Water</b>				
Accounting	1	2,500.00	2,000.00	1,500.00
<b>Bank Fees</b>				
Bank Checks			105.09	-
Bank - Safe Deposit Box Rental		75.00	75.00	75.00
<b>Total Bank Fees</b>		<u>\$ 2,575.00</u>	<u>\$ 2,180.09</u>	<u>\$ 1,575.00</u>
<b>County Fees</b>				
County Environ Health Fees		612.90	612.90	650.30
County Air Pollution Permit Fee		20.00	20.00	20.00
<b>Total County Fees</b>		<u>\$ 632.90</u>	<u>\$ 632.90</u>	<u>\$ 670.30</u>
<b>Insurance</b>				
Liability		3,000.00	3,038.50	3,050.00
Workman's Comp	2	1,400.00	1,068.55	1,100.00
<b>Total Insurance</b>		<u>\$ 4,400.00</u>	<u>\$ 4,107.05</u>	<u>\$ 4,150.00</u>
<b>Maintenance - Major Items</b>				
<b>Piping &amp; Valves</b>				
Piping & Valves - Other	3	-	987.06	1,000.00
<b>Total Piping &amp; Valves</b>		<u>-</u>	<u>987.06</u>	<u>1,000.00</u>
Parcel Water Meters		800.00	342.00	600.00
<b>Total Maintenance - Major Items</b>		<u>\$ 800.00</u>	<u>\$ 1,329.06</u>	<u>\$ 1,600.00</u>
<b>Maintenance - Routine</b>				
Lab Tests and Reports		1,800.00	1,390.00	1,500.00
Generator Service & Repair		300.00	-	300.00
Miscellaneous		300.00	212.37	300.00
Maintenance - Routine - Other		-	107.65	110.00
<b>Total Maintenance - Routine</b>		<u>\$ 2,400.00</u>	<u>\$ 1,710.02</u>	<u>\$ 2,210.00</u>
<b>Office Expenses</b>				
Mailing - PO Box Rental		76.00	76.00	84.00
Clerical Supplies & Postage	4	1,000.00	255.51	750.00
<b>Total Office Expenses</b>		<u>\$ 1,076.00</u>	<u>\$ 331.51</u>	<u>\$ 834.00</u>
<b>Professional Fees</b>				
Attorney Fees	5	-	4,366.98	5,000.00
Contract Water Operator	6	1,200.00	1,200.00	1,200.00
Bookkeeper fee	7	4,300.00	1,900.00	-
Annual IncomeTax Preparation		450.00	450.00	450.00
Consulting Fee	7	3,500.00	1,000.00	-
<b>Total Professional Fees</b>		<u>\$ 9,450.00</u>	<u>\$ 8,916.98</u>	<u>\$ 6,650.00</u>
<b>Payroll &amp; Related Expenses</b>				
<b>Payroll Expenses</b>				
Federal Payroll Taxes	8	1,800.00	1,064.40	1,100.00
State EDD & SDI Taxes	8	200.00	140.16	145.00
<b>Total Payroll Expenses</b>		<u>2,000.00</u>	<u>1,204.56</u>	<u>1,245.00</u>
Officers & WM Salaries		3,600.00	3,170.16	3,200.00

**WOODRDIGE MUTUAL WATER & PROPERTY OWNERS CORPORATION**  
**Woodridge Mutual Water System - 2022 Budget**

Notes	FY 2021 (BUDGET)	FY 2021 (ACTUAL)	FY 2022 (BUDGET)
Total Payroll & Related Expenses	\$ 3,600.00	\$ 4,374.72	\$ 3,200.00
Utilities			
Electric Utilities	6,500.00	6,292.05	6,500.00
Propane	1,500.00	337.17	1,100.00
Total Utilities	<u>\$ 8,000.00</u>	<u>\$ 6,629.22</u>	<u>\$ 7,600.00</u>
<b>Total Water</b>	<b><u>\$ 35,433.90</u></b>	<b><u>\$ 32,211.55</u></b>	<b><u>\$ 29,989.30</u></b>
<b>Total Expense</b>	<b><u>\$ 35,433.90</u></b>	<b><u>\$ 32,211.55</u></b>	<b><u>\$ 29,989.30</u></b>
<b>Net Ordinary Income</b>	<b><u>\$ 14,632.10</u></b>	<b><u>\$ 19,770.01</u></b>	<b><u>\$ 21,710.70</u></b>
Other Income/Expense			
Other Income			
Interest income	250.00	1.55	85.00
Total Other Income	<u>\$ 250.00</u>	<u>\$ 1.55</u>	<u>\$ 85.00</u>
Other Expense			
Rural Development Loan Interest	9 8,565.79	8,567.12	8,416.28
Rural Development Loan Principal	9 6,706.21	6,704.88	6,855.72
Income Taxes			
Federal Income Taxes	10 32.00	69.00	32.00
State Income Taxes	10 10.00	20.00	10.00
Total Income Taxes	<u>\$ 42.00</u>	<u>\$ 89.00</u>	<u>\$ 42.00</u>
Total Other Expense	<u>\$ 15,314.00</u>	<u>\$ 15,361.00</u>	<u>\$ 15,314.00</u>
<b>Net Other Income</b>	<b><u>\$ (15,064.00)</u></b>	<b><u>\$ (15,359.45)</u></b>	<b><u>\$ (15,229.00)</u></b>
<b>Net Income</b>	<b><u>\$ (431.90)</u></b>	<b><u>\$ 4,410.56</u></b>	<b><u>\$ 6,481.70</u></b>

NOTES:

- A) Interest income derived from Tri-Counties Bank and First Internet Bank interest. There was a significant decrease in the interest rate from First Internet Bank from 1.85% in 2020 to 0.4% in 2021.
- 1) Prior budget was labelled as AB-240. With changes made by Simmons & Associates to the chart of accounts, this expense is now generic to Accounting Services. For background, AB-240 went into force in 2014 and is a legal requirement for all California Mutual Water companies. Corporations Code section 14306, states: The board of a mutual water company that operates a public water system shall contract with a certified public accountant or public accountant to conduct an annual review of the financial records and reports of the mutual water company. The review shall be subject to generally accepted accounting standards.
- 2) As there were no Workmans Compensation claim, a rebate of \$101.00 was credited.
- 3) Projected three meters will be installed.
- 4) Increased Clerical Supplies & Postage as to distribute the updated governing documents. Cost split between Water System and the POA.
- 5) Attorney fees were split due to changes in the chart of accounts based on Simmons & Associates work. As such, moving forward, attorneys will be shared between the POA and Water System as the governing documents, specifically the By-laws include the operations of the the Water System. Refer to breakdown in the POA budget
- 6) This is the fee to the engineering company who oversees/advises on the well and pump machinery.
- 7) Positions are no longer compensated.
- 8) State and Federal payroll taxes for the Water Master.
- 9) 2021 Budget interest and principal was based on 2020. The USDA loan is a 40 year fully amortizing loan - interest payments decrease over the 40 years, with principal payments increasing. The total payment remains fixed. Additionally, the loan principal generally is not included in a Profit & Loss Statement and appears in the Balance Sheet. It has been included here to show that the principal was paid and accounted for.
- 10) Federal and State income taxes have previously been itemized under the POA. This change was made by Simmons & Associates as a Water System expense.

1:12 PM

04/13/22

Accrual Basis

**WOODRIDGE MUTUAL WATER &  
Profit & Loss by Class  
January through December 2021**

	POA	WATER	TOTAL
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
<b>POA Fee Income</b>	40,600.00	0.00	40,600.00
<b>Water Sales</b>	0.00	47,054.36	47,054.36
<b>Water Standby Fee Income</b>	0.00	2,527.20	2,527.20
<b>New Water Meter</b>	0.00	2,400.00	2,400.00
<b>Late Fee Income</b>	630.00	0.00	630.00
<b>Total Income</b>	41,230.00	51,981.56	93,211.56
<b>Gross Profit</b>	41,230.00	51,981.56	93,211.56
<b>Expense</b>			
<b>POA</b>			
<b>Bank Service Charges</b>			
<b>Bank Fees</b>	0.00	0.00	0.00
<b>Total Bank Service Charges</b>	0.00	0.00	0.00
<b>Conference &amp; Meeting Expenses</b>			
<b>Annual Meeting</b>			
<b>Appreciation Gifts</b>	325.72	0.00	325.72
<b>Total Annual Meeting</b>	325.72	0.00	325.72
<b>Total Conference &amp; Meeting Expenses</b>	325.72	0.00	325.72
<b>Insurance Liability</b>	3,038.50	0.00	3,038.50
<b>Major Repairs &amp; Maintenance</b>			
<b>Woodridge Lake Security</b>	41.82	0.00	41.82
<b>Woodridge Lake Weed Abatement</b>			
<b>Herbicide DWR Permit</b>	239.00	0.00	239.00
<b>Weed Permit DF&amp;W</b>	627.75	0.00	627.75
<b>Woodridge Lake Herbicide Tests</b>	915.25	0.00	915.25
<b>Woodridge Lake Weed Abatement - Other</b>	8,745.08	0.00	8,745.08
<b>Total Woodridge Lake Weed Abatement</b>	10,527.08	0.00	10,527.08
<b>Woodridge Lake Dam DSOD Permit</b>	8,392.00	0.00	8,392.00
<b>Woodridge Lake Dam Cleanup</b>	110.00	0.00	110.00
<b>Total Major Repairs &amp; Maintenance</b>	19,070.90	0.00	19,070.90
<b>Office Expenses</b>			
<b>Secretary of State</b>	45.00	0.00	45.00
<b>Clerical Supplies &amp; Postage</b>	579.24	0.00	579.24
<b>Total Office Expenses</b>	624.24	0.00	624.24

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04/13/22

Accrual Basis

**WOODRIDGE MUTUAL WATER &  
Profit & Loss by Class  
January through December 2021**

	POA	WATER	TOTAL
<b>Professional Fees</b>			
Attorney Fees	11,156.99	0.00	11,156.99
<b>Total Professional Fees</b>	11,156.99	0.00	11,156.99
<b>Property Owners Expense</b>			
Advocacy Committee	62.19	0.00	62.19
<b>Total Property Owners Expense</b>	62.19	0.00	62.19
<b>Repairs &amp; Maintenance</b>			
Tree Removal	110.00	0.00	110.00
<b>Total Repairs &amp; Maintenance</b>	110.00	0.00	110.00
<b>Web site</b>	155.88	0.00	155.88
<b>Total POA</b>	34,544.42	0.00	34,544.42
<b>Water</b>			
Accounting	0.00	2,000.00	2,000.00
Bank Fees			
Bank Checks	0.00	105.09	105.09
Bank - Safe Deposit Box Rental	0.00	75.00	75.00
<b>Total Bank Fees</b>	0.00	180.09	180.09
County Fees			
County Environ Health Fees	0.00	612.90	612.90
County Air Pollution Permit Fee	0.00	20.00	20.00
<b>Total County Fees</b>	0.00	632.90	632.90
Insurance			
Liability	0.00	3,038.50	3,038.50
Workman's Comp	0.00	1,068.55	1,068.55
<b>Total Insurance</b>	0.00	4,107.05	4,107.05
Maintenance - Major Items			
Piping & Valves	0.00	987.06	987.06
Parcel Water Meters	0.00	342.00	342.00
<b>Total Maintenance - Major Items</b>	0.00	1,329.06	1,329.06

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04/13/22

Accrual Basis

**WOODRIDGE MUTUAL WATER &  
Profit & Loss by Class  
January through December 2021**

	POA	WATER	TOTAL
<b>Maintenance - Routine</b>			
Lab Tests and Reports	0.00	1,390.00	1,390.00
Miscellaneous	0.00	212.37	212.37
Maintenance - Routine - Other	0.00	107.65	107.65
<b>Total Maintenance - Routine</b>	0.00	1,710.02	1,710.02
<b>Office Expenses</b>			
Mailing - PO Box Rental	0.00	76.00	76.00
Clerical Supplies & Postage	0.00	255.51	255.51
<b>Total Office Expenses</b>	0.00	331.51	331.51
<b>Professional Fees</b>			
Attorney Fees	0.00	4,366.98	4,366.98
Contract Water Operator	0.00	1,200.00	1,200.00
Bookkeeper fee	0.00	1,900.00	1,900.00
Annual IncomeTax Preparation	0.00	450.00	450.00
Consulting Fee	0.00	1,000.00	1,000.00
<b>Total Professional Fees</b>	0.00	8,916.98	8,916.98
<b>Payroll &amp; Related Expenses</b>			
Payroll Expenses			
Federal Payroll Taxes	0.00	1,064.40	1,064.40
State EDD & SDI Taxes	0.00	140.16	140.16
<b>Total Payroll Expenses</b>	0.00	1,204.56	1,204.56
Officers & WM Salaries	0.00	3,170.16	3,170.16
<b>Total Payroll &amp; Related Expenses</b>	0.00	4,374.72	4,374.72
<b>Utilities</b>			
Electric Utilities	0.00	6,292.05	6,292.05
Propane	0.00	337.17	337.17
<b>Total Utilities</b>	0.00	6,629.22	6,629.22
<b>Total Water</b>	0.00	30,211.55	30,211.55
<b>Total Expense</b>	34,544.42	30,211.55	64,755.97
<b>Net Ordinary Income</b>	6,685.58	21,770.01	28,455.59
<b>Other Income/Expense</b>			
Other Income			
Interest income	116.15	1.55	117.70
<b>Total Other Income</b>	116.15	1.55	117.70

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04/13/22

Accrual Basis

**WOODRIDGE MUTUAL WATER &  
Profit & Loss by Class  
January through December 2021**

	<u>POA</u>	<u>WATER</u>	<u>TOTAL</u>
Other Expense			
Rural Development Loan Interest	0.00	8,567.12	8,567.12
Income Taxes			
Federal Income Taxes	0.00	69.00	69.00
State Income Taxes	0.00	20.00	20.00
<b>Total Income Taxes</b>	<u>0.00</u>	<u>89.00</u>	<u>89.00</u>
<b>Total Other Expense</b>	<u>0.00</u>	<u>8,656.12</u>	<u>8,656.12</u>
<b>Net Other Income</b>	<u>116.15</u>	<u>-8,654.57</u>	<u>-8,538.42</u>
<b>Net Income</b>	<u><b>6,801.73</b></u>	<u><b>13,115.44</b></u>	<u><b>19,917.17</b></u>

Note by Treasury & Accounting:  
Rural Development Loan Interest is noted above in the P&L.  
The principal loan amount is accounted in the Balance Sheet, which is provided.

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04/13/22

Accrual Basis

**WOODRIDGE MUTUAL WATER &  
Balance Sheet  
As of December 31, 2021**

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	<u>Dec 31, 21</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
TCB Chkg - Operating Account	46,946.29
TCB Svg - Bond Reserve Account	15,767.53
Internet Svg- General Reserves	
First internet Bank of Indiana	16,077.97
Internet Svg- General Reserves - Other	1,428.94
<b>Total Internet Svg- General Reserves</b>	<u>17,506.91</u>
<b>Total Checking/Savings</b>	80,220.73
<b>Accounts Receivable</b>	
Accounts Receivable	22,627.93
<b>Total Accounts Receivable</b>	<u>22,627.93</u>
<b>Total Current Assets</b>	<u>102,848.66</u>
<b>TOTAL ASSETS</b>	<b><u>102,848.66</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Long Term Liabilities</b>	
Rural Development Loan	
Principal Payment	-27,585.54
Rural Development Loan - Other	400,000.00
<b>Total Rural Development Loan</b>	<u>372,414.46</u>
<b>Total Long Term Liabilities</b>	<u>372,414.46</u>
<b>Total Liabilities</b>	372,414.46
<b>Equity</b>	
Opening Balance Equity	25,503.64
Retained Earnings	-314,986.61
Net Income	19,917.17
<b>Total Equity</b>	<u>-269,565.80</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>102,848.66</u></b>



Banking Related  
Fiscal Year 2021

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Tri Counties Bank:

Checking Account

Opening Balance (01/01/2021)	\$ 32,526.63
Ending Balance (12/31/2021)	\$ 47,266.15

Savings Account

Opening Balance (01/01/2021)	\$ 15,765.98
Ending Balance (12/31/2021)	\$ 15,767.53

First Internet Bank

Checking Account

Opening Balance (01/01/2021)	\$ 17,512.86
Ending Balance (12/31/2021)	\$ 17,448.90

USDA Rural Development Loan

Total Loan	\$ 400,000.00
Annual Payments	\$ 15,272.00

	Principal	Interest
2022 (June – estimate)	6,855.72	8,416.28
2021	6,704.88	8,567.12

Always Balance the Letter of Law and the Spirit

Updates on current lots under construction:

1. Lot 77 (Wilson Hill): have started work on their new home and making good progress.
2. Lot 59 (Wilson Hill): have formed and cleared the lot, with preparations for foundation work.
3. Lot 18 (Woodridge): has some work cleaning/clearing the lot with little progress. Committee is monitoring.
4. The Chateau lots: work continues to build their new home and is on track.

As a reminder, for any perceived CC&R violations, please submit in writing to Sherri Dodson, Chair of the Design & Architectural Committee, and co-Vice President. Forms are available on the website ([woodridgepoa.org](http://woodridgepoa.org)) in the "Document Library" tab.

Respectfully submitted,  
Sherri Dodson  
Co-Vice President and Chair – Design & Architectural Committee

### **Woodridge Lake – Recap & Treatment**

A year ago in May 2021, the lake was approximately 80% choked with weeds due to non-treatment.

Our State Water Resources account and Department of Fish and Wildlife permit had been cancelled and closed out, resulting in setting up a new account and applying for new permits so that we could treatment the lake with sonar.

The State Water Resources permit was the most crucial and a lengthy process. We received the approval in late August 2021. During the approval process, we met with a state Sonar representative and a Department of Fish and Wildlife representative to determine the best product for a September treatment and leave us in a good position for an application in Spring 2022.

- The first application of Sonar AS (liquid) – this begins the breakdown process of the large weed masses and prevent new masses from forming

By the end of September the results were visible with the center channel opening up and surface weeds receding. Of note, it is normal for the weeds to recede during the winter months we were seeing the thinning of root clumps along the shoreline.

Due to the extreme warm weather in early 2022, our committee determined that it would be more effective to do the next treatment in late March of 2022. We applied a mix of Sonar AS (liquid) which we had some in reserve, and followed by Sonar LRP (pellets). Both products work to prevent the weeds from processing sunlight. Neither have any health warnings or time restrictions after application.

- Sonar AS – liquid that shows results in 30 days and functions partially as a pre-emergent
- Sonar LRP –Long Release Pellets that shows results in 90 days

The applications went smoothly with special attention paid to the spillway and the cove over by properties on Lakeridge, where by far, had the highest concentration of weed growth.

Today, there is marked improvement of the overall quality of the lake. By the end of June we will know how well the pellets are working. The majority of the surface weeds that are visible are dead and can be raked off the water, and will eventually they will sink. The final step for weed management is to add enzymes to the lake to improve clarity and eliminate the dead weeds that have sunk to the bottom. We have been informed by our sales representative that many lake communities grow their own enzymes. The committee will research this as it may be a potential money saver for us in the future.

We finished the treatment under the 2021 budget – mowing the lake was budgeted at \$15,000 with an additional \$3,000 for enzymes and die packs totaling: \$18,000. The actual costs were \$10,568.90 which included the new permits. Of note, as the initial Water Resources permit was cancelled, we were credited the prior permit amount. As a result, our net permit expense was \$230.00. In 2022, there will be an increase in this permit fee as it renewed year. Over time, the committee is hoping to reduce expenses further, aside from the cost of the permits as they are mandated by the State.

The long-term plan is to treat the lake on a yearly basis each spring. Once the lake is in a stable condition we will work to reduce the treatment amount and find the correct balance to maintain a healthy, safe, and useable lake. It is crucial for the overall health of the lake to continue treating it each year.

### **Dam Inspection**

The yearly dam inspection provided us with some clarity regarding our responsibilities to the lake and dams. Thanks to our dam clean up day in November and our awesome Lake Committee and community volunteers, the inspector was especially pleased with the condition of the spillway and the overall condition of the dams.

There are a few areas that need some improvement on the main dam. The inspector would like to see the top surface of the dam squared off and the back side graded and water run-off ruts filled in. The Committee is studying the best and least costly way to complete this task. If anyone has any ideas regarding this we would love to hear them. The Saddle dam looked good with the exception of some weed eating along the shoreline to discourage muskrat burrowing.

### **Lake Security**

There is a general community feeling that since people have been using the lake for years, they should be able to continue. There have been boats stashed in the weeds where Ash Creek joins the lake, the main gate combination has been shared numerous times and if you don't know the combo you simply drive across private property to get to the boat dock. There is little regard to any authority when they are asked to leave.

This has been an ongoing problem over the years, which may dramatically increase this summer as other lakes in the Shingletown area have been drained or are so low from drought they are unusable. In the works: installation of security cameras (critter cams) in various areas and posting more signs. We may need to consider more extreme measures should there be significant misuse, What those may be is yet to be determined.

And Lastly,

Heartfelt thanks go out to the members of the Lake Committee and volunteers who genuinely care about the Woodridge Lake and our community. Mark Bantz, John Holder, Karyn Lamb, Dave Szody, and Tony Villamore. They are an awesome team, thank you. Neill Murchison, Bob Foote, you are not technically committee members but I can always count on you to share your wisdom or lend a hand when needed, and Joe and Ali Elliot for the fabulous drone footage of Woodridge Lake showing the before and after views, You are Superheros!

Respectfully submitted,  
Jenny Cooper  
Co-Vice President and Lake Committee - Chair

Website Updates –

- Worked with Graham Posner to redesign website - Graham did the majority of the work - thank you so much Graham.
- Meeting notices now pop-up when you open the website. Meeting notices and documents will always be posted in advance.
- The website is a resource and library for our community.
- We would like members to contribute to the website with photos and stories. Any ideas and/or suggestions for the website are welcome. If there are any community resources, vendors, or things to do please share.

We're officially official. Woodridge POA has a bulletin board. The bulletin board is on the outside wall of the Shingletown store. Notices for upcoming Board Meetings and Events will be posted.

And we are really getting fancy....we have an Updated Telephone Directory that now includes vacant lots. Please put the phone directory somewhere you can easily access it. You never know when you may need to reach out to a neighbor.

All State filings with the Secretary of State are current.

We are getting high tech.... for members to "Opt-In" for email/electronic notifications. This means you would receive your billing invoices by email. Please consider Opting-In as this is faster and more cost effective than standard mail. Sadly we are not set-up for electronic online payments yet - this is something our Treasury and Accounting are working on with our bank - hopefully in the near future.

I would like to re-introduce the Annual Community Picnic - show of hands on how many would be interested. Looking at late September or early October. Thinking BBQ by the Lake. Maybe some cornhole? For this to be successful I will need help. If you are interested in helping with this event please put your name and contact number on the sign-up sheet that will be passed around.

My apologies to the new members that did not receive a Welcome Letter from me. I have just recently created an updated Welcome Letter that will be distributed in the future. The welcome letter includes the phone list that is in your packet today and lake passes. If you would like lake passes please contact me.

Respectfully submitted,  
Heather Stokes  
Secretary

Woodridge Mutual Water & Property Owners Corporation  
Annual Water System Report  
May 2022

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Maintenance & Repairs:

1. Maintenance was completed on the booster pumps, and repairs were completed on the pressure relief valve.
2. The property around the pump house and tanks were clean three times during 2021.
3. Two new water meters were installed in 2021 on developing lots.
4. The Consumer Confidence Report for water testing was completed in April 2022. There have been no contaminant detected in our water supply. Please note a copy of the 2021 CCR reports is attached and will also be available on our website ([woodridgepoa.org](http://woodridgepoa.org))
5. Thanks goes out to Butch Worden for assisting with various tasks in 2021.

Submitted by,  
Nick Gorshen  
Water Master

# 2021 Consumer Confidence Report

Water System Name: WOODRIDGE MUTUAL WATER CO

Report Date: April 2022

*We test the drinking water quality for many constituents as required by state and federal regulations. This report shows the results of our monitoring for the period of January 1 - December 31, 2021.*

**Este informe contiene información muy importante sobre su agua potable. Tradúzcalo ó hable con alguien que lo entienda bien.**

**Type of water source(s) in use:** According to SWRCB records, this Source is Groundwater. This Assessment was done using the Default Groundwater System Method

**Your water comes from 3 source(s):** Well 01 - Not Treated, Well 02 - Raw and Well 04 - Not Treated

**Opportunities for public participation in decisions that affect drinking water quality:** The Annual Property Owners Meeting is in March. The date and location of periodic Board meeting will be posted on our website at [www.woodridgepoa.org](http://www.woodridgepoa.org)

For more information about this report, or any questions relating to your drinking water, please call (530)474-3378 and ask for Nick Gorshen or visit our website at [www.woodridgepoa.org](http://www.woodridgepoa.org).

## TERMS USED IN THIS REPORT

**Maximum Contaminant Level (MCL):** The highest level of contaminant that is allowed in drinking water. Primary MCLs are set as close to the PHGs (or MCLGs) as is economically feasible. Secondary MCLs are set to protect the odor, taste, and appearance of drinking water.

**Maximum Contaminant Level Goal (MCLG):** The level of a contaminant in drinking water below which there is no known or expected risk to health. MCLGs are set by the U.S. Environmental Protection Agency (USEPA).

**Public Health Goal (PHG):** The level of a contaminant in drinking water below which there is no known or expected risk to health. PHGs are set by the California Environmental Protection Agency.

**Maximum Residual Disinfectant Level (MRDL):** The highest level of a disinfectant allowed in drinking water. There is convincing evidence that addition of a disinfectant is necessary for control of microbial contaminants.

**Maximum Residual Disinfectant Level Goal (MRDLG):** The level of a drinking water disinfectant below which there is no known or expected risk to health. MRDLGs do not reflect the benefits of the use of disinfectants to control microbial contaminants.

**Primary Drinking Water Standards (PDWS):** MCLs and MRDLs for the contaminants that affect health along with their monitoring and reporting requirements, and water treatment requirements.

**Secondary Drinking Water Standards (SDWS):** MCLs for the contaminants that affect taste, odor, or appearance of the drinking water. Contaminants with SDWSs do not affect the health at the MCL levels.

**Treatment Technique (TT):** A required process intended to reduce the level of a contaminant in drinking water.

**Regulatory Action Level (AL):** The concentration of a contaminant which, if exceeded, triggers treatment or other requirements that a water system must follow.

**Level 1 Assessment:** A Level 1 assessment is a study of the water system to identify potential problems and determine (if possible) why total coliform bacteria have been found in our water system.

**Level 2 Assessment:** A Level 2 assessment is a very detailed study of the water system to identify potential problems and determine (if possible) why an E. coli MCL violation has occurred and/or why total coliform bacteria have been found in our water system on multiple occasions.

**ND:** not detectable at testing limit

**mg/L:** milligrams per liter or parts per million (ppm)

**ug/L:** micrograms per liter or parts per billion (ppb)

**pCi/L:** picocuries per liter (a measure of radiation)

**NTU:** Nephelometric Turbidity Units

**umhos/cm:** micro mhos per centimeter

**The sources of drinking water:** (both tap water and bottled water) include rivers, lakes, streams, ponds, reservoirs, springs, and wells. As water travels over the surface of the land or through the ground, it dissolves naturally-occurring minerals and, in some cases, radioactive material, and can pick up substances resulting from the presence of animals or from human activity.

# 2021 Consumer Confidence Report

## Drinking Water Assessment Information

### Assessment Information

A Drinking Water Source Assessment was conducted for the WELL 01, WELL 02, WELL 03, WELL 04 of the WOODRIDGE MUTUAL WATER CO water system on April, 2002.

Well 01 - Not Treated - is considered most vulnerable to the following activities not associated with any detected contaminants:

Septic systems - low density [ $<1$ /acre]

Well 02 - Raw - is considered most vulnerable to the following activities not associated with any detected contaminants:

Septic systems - low density [ $<1$ /acre]

Well 04 - Not Treated - is considered most vulnerable to the following activities not associated with any detected contaminants:

Septic systems - low density [ $<1$ /acre]

### Discussion of Vulnerability

There have been no contaminants detected in the water supply, however the source is still considered vulnerable to activities located near the drinking water source. These activities include the use of private septic systems in the area of the wells. The water system conducts monthly laboratory testing of the water to check for bacteriological contaminants associated with septic systems.

### Acquiring Information

A copy of the complete assessment may be viewed at:

Shasta County Environmental Health Division

1855 Placer Street, Suite 201

Redding, CA 96001

You may request a summary of the assessment be sent to you by contacting:

Environmental Health

R.E.H.S. - Water Systems Program Manager

(530)225-5787

(530)225-5413 FAX (fax)

scehd@co.shasta.ca.us



Woodridge Mutual Water & Property Owners Corporation  
Annual Advocacy Committee Report  
May 2022

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Dear Neighbors,

The Advocacy Committee has been quite active this past year.

Majority of the work from this committee has focused on trees. As everyone is well aware, our forest is under significant stress due to the extreme drought conditions. Multiple lots in our community have been impacted, especially those bordering the Beatty property. In concert with local tree fellers and members of our community, with Beatty's assistance, almost 160 trees were taken down due to disease. This was a significant cost savings to the homeowners.

Additional highlights:

- New street signs on Winterwood, Woodridge, and Cedarwood
- Trail cameras and no trespassing signs placed on the Saddle Dam for security
- Outreach to new owners
- Cal Fire liaison officer presented fire mitigation efforts to the Board and members who attended in April 2022

Based on internal board discussions and consultation, we have decided to retire the walkie-talkie / radio system. There is a significant inherent liability for the association to sponsor the usage of this system as it creates a false sense of security. Additionally, over the course of the past year, numerous homeowners have declined to participate and have returned their units back. Please return your units to any one of the board members before May 31, 2022. This committee will research on how best to recover some of the costs associated to the purchase of this system and/or seek a charity that may need this type of equipment.

Respectfully submitted,  
Neill Murchison  
President, Advocacy Committee - Chair