

WOODRIDGE POA AND MUTUAL WATER COMPANY BOARD OF DIRECTORS COMMITTEE ROSTER AND JOB DESCRIPTIONS

(Committee Chairs to submit monthly reports to Board-Due by the 10th of each month)

Design Sub-Committee

Ron Schmidt Co-Chair, Gary Anthis Co-Chair, Scott Hansen, Sherri Dodson, Joyce Moor

Tag Line-“Always balance between the letter of the law and the Spirit”

- Have a good understanding of all of our CC&Rs
- Follow our “Due Process” procedure
- Act on all submitted complaints towards resolution
- Render decision on Design approval requests
- All Woodridge Assoc. street signage (including our entrance signs)
- Should any violation reach the \$50.00 per day non-compliant fee level, please submit to Legal Oversight Committee

Water Co. Administration-Nick Gorshen –Water Master/Chair, Scott Robertson, Assistant Water Master, Dean Davis, Assistant Water Master

Tag Line- “Use your best experience and knowledge”

- Read water meters and submit information to bookkeeper on quarterly basis
- Operate within approved budget and request approval from board when emergency or needed expenses will go over budget
- Submit requested new budget to board for new year each January. Recommend maintenance/infrastructure priorities and associated expenses
- Preside over all approved repairs of water system

Lake Oversight-Dean Davis-Chair, Nick Gorshen, Tom Schlobohm, Tony Villamore

Tag Line-“Everything Lake”

- Weed control
- Security
- Signage
- Submit all CC&R violations to CC&R Violation and Design Committee

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- Levy and Dam maintenance
- Compliant with all county and state regulations and testing

Legal Oversight-Denny Diestler-Chair Dean Davis

Tag Line-“Legal but reasonable”

- Secure competent legal council
- Record all bylaw and CC&R changes with appropriate county and state agencies
- Act as first responder to all WPOA legal issues

Web site-Martha Wilkerson-Chair, Graham Posner

Tag Line-“All Woodridge-All Help”

- Secure web master on either an annual or monthly basis
- Post all current WPOA documents approved by board
- Responsible for all web site information to be current and accurate
- Utilize web site by directing all Woodridge residents, perspective residents, and realtors to acquire needed information and documents from <http://www.woodridgepoa.org/>
- Website inquiries
- Customer relations

Accounting-Bookkeeping-Billing-Asset interest management- Bev Davis - Bookkeeper,Denny Diestler-Chair, Martha Wilkerson

Tag Line-“Treat it like it’s your own money”

- Quarterly Financial Reports (to include income statements and balance sheets)
- Secure and maintain approved budgets from board

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-Coordinate with Legal Oversight and Water Co. Administration committees

Advocacy Committee-Scott Hansen-Chair, Karyn Lamb, Gary Anthis, Debbie Diestler, Kristyn Koppman

“This committee’s charge is wide and encompassing. Its purpose is not to enforce but to help. Meetings will be dictated by need. This committee reports to the board with recommended actions. All actions must be approved by the board.

Related example interactions:

- Homeowner hardship/safety
- County government (roads, maintenance, snow plowing, related infrastructure. Also to understand and utilize county services.)
- Frontier Communications
- PG&E
- Propane
- Law enforcement/Fire protection
- CC&R Review”

Our committee’s goal is to help Woodridge Association members find ways through difficult or frustrating problems and to address hardships that homeowners might be having within our Woodridge community. When a member requests our help we will do our best to help find a solution using the talents and firsthand knowledge that the committee members may have regarding your subject and possibly shortcutting your time and effort. Your questions and requests are of the utmost importance, and will be kept confidential.

Contact: Scott Hanson at 530-338-1838 with any requests or inquiries. If we don’t have an answer or solution we will try to help you find one.

In addition, below is a helpful local service here in Shasta County that you can use. You call, text or go online to find local answers to your questions:

2-1-1 Shasta connects people with community services in Shasta County.

How to use 2-1-1:

- Text your zip code to 898211
- Call 2-1-1 to connect with a call specialist for personalized service any time, day or night. (Callers from out of county or TTY users may dial 855-211-7822.)
- Online: <https://211norcal.org/shasta/> (Source: 2-1-1 website)

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