

Greetings Neighbors:

The 4<sup>th</sup> quarter seems to rush in and just as quickly, rush out. It is a festive time where we all are busy with the holiday season, focusing our lives to family, friends, and community.

On behalf of all board members and our member at large, we would like to extend a very Healthy and Happy New Year to everyone in our Woodridge Community.

This quarter brought much relief through the change in weather where we had some rain and snow. This has certainly helped alleviate our concerns from the 2<sup>nd</sup> and 3<sup>rd</sup> quarters. In regard to community business, the board and other volunteers continued their work. The Treasury & Accounting committee has been very active this past quarter – taxes, financial review, and budget preparation. Our Treasurer, Allison Elliott has provided a recap of their activities in the attached committee reports. Also, the Lake Committee, chaired by Jenny Cooper has also been active and her recap can also be found in the attached committee reports.

We have a new neighbor, Jorge and Martha Morales of Woodridge Drive (formerly the Fitzgerald home). Please ensure to welcome them to our community.

#### REQUESTS:

- The Board welcomes volunteers for all of our committees. Should you like to volunteer, please contact the committee chair as noted in the attached report.
- We are also looking to fill one Member-At-Large. Please contact me directly.

#### UPDATES:

- The Board continues to welcome membership participation at our regular board meetings. Notices are posted on the website ([woodridgepoa.org](http://woodridgepoa.org)). In 2022, we will have notices posted on the wall outside of the Shingletown Store in our own bulletin board box. Please watch for this.
- Committee reports are included in this package with updates on the lake clean up, new community members, advocacy and community safety work, a treasury report, and website reorganization, etc.
- Please find minutes of board meetings on our website ([woodridgepoa.org](http://woodridgepoa.org)).
- 4<sup>th</sup> quarter water bill and POA dues are enclosed.
- A thank you to all members for diligently conserving water. The change in weather and increased precipitation should help our aquifers.

It has been a pleasure and honor to serve you this year, and I look forward to continuing to do so this new year.

Respectfully Submitted,

Neill Murchison  
President

# Committee Reports

4<sup>th</sup> Quarter 2021

Greetings Everyone:

Outlined below are our committee reports for the third quarter. The updated committee roster can be found on our website ([woodridgepoa.org](http://woodridgepoa.org)) on the "Your Committees" tab.

## **Advocacy & Community Safety**

*Assist, Support, and Respond – Outreach within and for our Community*

No new business to report.

## **Design & Architectural**

*Always Balance Between the Letter of the Law and the Spirit*

- The Hawkins of lot 18 (Woodridge Drive) continues to build their new home.
- The McDonalds of lot 77 (Wilson Hill) have reached out regarding the process required to commence building. We are in touch with them and will provide updates as they occur.
- The Rawlins of lot 59's (Wilson Hill) plan to commence building their home in the spring of 2022. The Chateau lots (The Elliots), continue to build their new home with the roof installed and interiors in progress.

As a reminder, for any perceived CC&R violations, please submit them to the Chair, Sherri Dodson (Co-VP) for the committee to review and address accordingly.

## **Lake Management & Oversight**

*Caring for Woodridge Lake as a Vital Member of our Community*

Many thanks to all of those who participated in the dam cleanup day on November 21<sup>st</sup>. Much was done to clear the common area and spillway. Special thanks go out to John Holder and Chris Jump, our new neighbors in Woodridge, for lending a hand, and of course to Neill for his impersonation of Tarzan with a chainsaw -- hope you are back to your old self soon.

It took a while for the lake to respond to the treatment in September, but on close inspection most of the thickest aquatic growth responded well and has been broken up. We are confident that the April 2022 treatment will finish the job and give us all a clean, clear and safe lake to enjoy this coming summer.

Joe and Ali Elliot were kind enough to take drone video of the lake, before and after treatment, which will be available for viewing at our next annual membership/community meeting. I can only say this is some amazing footage and very different from what you can see standing at the edge of the water.

As always, if there is anyone in the community who would like to join the lake committee, please feel free to reach out to one of us. We will gladly accept all the volunteers.

Here's to a wonderful 2022! Take care and stay safe.

The Lake Committee

Jennifer Cooper  
Kadi Montler  
Tony Villamore

Karen Lamb  
Dave Szody

## **Legal Oversight**

*Mitigate Liabilities and Ensure Compliance*

New law firm has been engaged. They specialize in property owners associations, with our lead attorney practicing in this field two decades. Additionally, they have provided copies of the entire Davis Sterling Act (free of charge). Further, they have been provided with documents and correspondence from our prior firm and have reviewed their work.

## **Treasury & Accounting**

*Treat It Like It's Your Own Money*

Our committee began working on the accounting files and association computer in May. The community's previous bookkeeper Bev Davis handed over a very thorough calendar/ to-do list, which was much appreciated as there is a good amount to keep on top of between the POA and the Water System. After digging through the records, nearly everything is now updated to be Davis Sterling compliant and hopefully more streamlined. We updated the signatories on the TriCounties accounts at the Redding branch and updated procedures so that two board members must authorize any payments (again for Davis Sterling compliance).

Treasury duties are being shared between our volunteer committee members for tasks including: keeping QuickBooks up to date, processing all the invoices for POA and water usage billing, keeping files in order, streamlining excel spreadsheets, and ensuring taxes, insurance, USDA reporting and all paperwork are filed on time, monitoring and reconciling bank accounts and making vendor and employee payments. Thank you to Nanette and Catherine.

The annual AB—240 review which makes sure we are following standard accounting practices revealed that the QuickBooks files required cleanup/reclassifying; mostly to keep the Water System and POA separate but also allow for easy report generation for cash flow and P&L purposes. This caused us headaches as the accountant was unusually busy this year and didn't get to work on the files until after Thanksgiving (we then found out our version of

QuickBooks needs upgrading and she couldn't update online as anticipated as it is no longer supported and needed the laptop to make the changes manually). We were able to resolve this through team work.

In every place possible we worked to reduce spending, (i.e. board members are volunteers so took no pay for the last half of the year – with only one salaried position remaining for the Water Master). Only Legal expenses were significantly over budget in 2021 – majority of the bills were for the work requested by the prior board for anticipated Davis Sterling updates to our governing documents.

Looking to next year, our committee worked through the holidays to get the POA and Water System budgets finalized by the end of the year, and are ready to be reviewed and approved by the board, which will then be presented at the next annual membership meeting. Again we prioritized reducing expenditure wherever possible. We will also be working on updating water billing to give you more information (water usage past/present) and hope to have this ready for 1<sup>st</sup> Quarter 2022 invoices. Additionally, we will be evaluating which version of QuickBooks (desktop or online) to upgrade to, and hopefully this will make the billing process easier and faster.

### **Water System Administration**

*Provide Reliable and High-Quality Water to Our Community – Safely, Cost-Effectively and Professionally*

First, want to thank all of our customers in taking head of our efforts to conserve water during 2021 due to the extreme drought conditions. Our water consumption was down by approximately 230,000 gallons. Although it has impacted our revenue, it is more important to ensure we have a strong and sufficient water supply. Overall, our water levels remain good and we will continue to keep our vigilance.

Our five test homes were tested this year by our testing laboratory, FGL. They conduct these tests every few years. There were no negative reporting. Thus far, our water quality remains good. All of our reporting to the County of Shasta is current.

### **Website (woodridgepoa.org)**

*Woodridge Lake's Information Portal – Informative, Helpful, and Bibliographic*

- Ongoing - to develop "Vendor Resources" and "Things To Do in Shingletown" for the website.
- Ongoing – to develop a master contact database of all lot owners that will be designed to be a Member/Community Directory.