

Annual Membership Meeting, June 7, 2026 @ 1 p.m.
Clubhouse

Google Meet joining info:

Video call link: <https://meet.google.com/wnw-pbjb-xux>

Or dial: (US) +1 929-277-9650 PIN: 111 485 314#

More phone numbers: <https://tel.meet/wnw-pbjb-xux?pin=3682241830382>

Officers & Directors

Paul Boothby, President
Pat Webster, Vice-President and Alternate, Director
Mike Lerman, Secretary
Teus Aarnoudse, Director
Dylon Dickinson, Director
Beth Anderson, Treasurer and Alternate, Director

E-Mail

pboothby@cpmwc.org
pwebster@cpmwc.org
mike.bd@cpmwc.org
teus.bd@cpmwc.org
ddickinson@cpmwc.org
treasurer@cpmwc.org

Corporate Representatives

Miles Farmer, Water Master, Cypress Water Services
(831) 920-6796
Kirk Nilson, Bookkeeping, Nilson & Associates
(831) 531-2524

miles@cypresswaterservices.com

accounting@cpmwc.org

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|------|--|--------|
| I. | Welcome - Introductions | 1:00pm |
| II. | Review Agenda | 1:02pm |
| III. | Overview of Mutual Water Company - for compliance, the following are on our site, mostly at: https://tinyurl.com/CPMWCdocs | 1:05pm |
| | A. Legal Obligations of the Company | |
| | B. Role of volunteer Board Officers and Directors | |
| | C. Role of Regulating Agencies | |
| | D. Hierarchy of Laws | |
| | E. CPMWC's Articles of Incorporation, By-laws, SOP | |

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| IV. | CPMWC 2025-2026 Accomplishments and Review | 1:06pm |
| | A. Water | |
| | B. Roads | |
| | C. Clubhouse | |
| V. | CPMWC Capital Improvement Projects & Future Direction | 1:20pm |
| | A. Completed | |
| | 1. Supplemental Assessment Projects | |
| | B. Upcoming | |
| | C. Pending | |
| VI. | Finance Reports | 1:30pm |
| | A. 2025-2026 Annual Review | |
| | B. 2025-2026 Income & Expenses | |
| | C. 2026-2027 Approved Budget | |
| | D. Overview of service contracts | |
| | E. Fees and Assessment Schedule | |
| VII. | Community | 1:45pm |
| | A. Apache Bridge Discoveries | |
| | B. Firewise Report | |
| VIII. | Refreshment Break & Neighbor Networking | 2:00pm |
| IX. | Voting and Elections: | 2:15pm |
| | A. Bylaws Proposals, Amendments, and Approvals | |
| | 1. Vote on addition of funding fire safety to bylaws | |
| | a) Add sentence to end of paragraph in Section 2.6: “Such assessments may also be used to fund fire prevention and fire safety functions that benefit the Corporation and its ongoing activities.” | |
| | b) Modify Section 9.1.7 To make improvements in the water system, roads, drainage channels, community clubhouse and other facilities which the Board of Directors deems to be in the best interest of the community; “and to cooperate with community-based organizations on fire prevention and fire safety activities to protect those facilities and property.” | |
| | 2. Vote on reallocation of special assessment funds dedicated to water tank fence (\$20,000) - any residual leftover funding to be reallocated to capital infrastructure projects | |
| | 3. Add \$2,500 annual dumpster rental cost to operating budget | |
| | B. Board Elections | |
| | 1. Paul & Dylon were elected to 2-year terms last year, all other directors’ terms are expiring and we need replacements | |
| X. | Adjourn | 2:30pm |
| | A. Next Annual Meeting: Sunday, June 6, 2027 | |

Chemeketa Park Mutual Water Company

P.O. Box 588, Redwood Estates, CA 95044-0588

admin@cpmwc.org

PROXY VOTE for Chemeketa Park Mutual Water Company

Annual Meeting of the Membership, June 7, 2026

Name of Voting Member

Property Address(es)

I authorize the following member of the Chemeketa Park Mutual Water Company to submit proxy votes on my behalf at the Annual Membership Meeting on June 7, 2026.

Name of Proxy Voter

I hereby certify that I am a Chemeketa Park Mutual Water Company member in good standing.

Signature of Voting Member

Date

Proxy Instructions:

This proxy form is provided as a convenience to members that are unable to attend the Annual Meeting. As always, hand-written proxies are also acceptable.

All proxies must be submitted & received to the Board Secretary, before the meeting by mail Tuesday, May 26, 2026 or by email to mike.bd@cpmwc.org. If mailing your proxy, please allow time for delivery. If delivering in person at the meeting they will be accepted between 12:30pm & 12:50pm.

- 1) Print your name and property address(es) at the top of the form.
- 2) Sign and date the bottom of the form.

Statement of Activity
Chemeketa Park Mutual Water Company
May 1, 2026-April 30, 2027

	Total			
Income				
Revenue Accounts		Regular Rates	Sr. Discounts -	
		Cola increase	Cola increase	
Clubhouse Usage Fee	\$ -	98 Meters	51 Meters	
Monthly Assessments	\$ 376,442.40	\$ 218.00	\$ 196.20	
Special Assessment	\$ -	\$ 21,364.00	\$ 10,006.20	
Total for Revenue Accounts	\$ 376,442.40	2.830%	2.830%	Increase
Total for Income	\$ 376,442.40			
Gross Profit	\$ 381,276.87			
Expenses				
Facilities				
Clubhouse Cleaning/Maintenance	\$ 1,800.00			
Internet, Hosting and Communications	\$ 4,700.00			
Park Maintenance	\$ 10,100.00			
PG&E	\$ 15,500.00			
Propane	\$ 2,000.00			
Property Taxes	\$ 6,900.00			
Trash Services	\$ 7,100.00			
Total for Facilities	\$ 48,100.00			
General and Administrative				
Insurance Expense	\$ 20,000.00			
Licenses & Fees	\$ 5,000.00			
Postage and Delivery	\$ 4,000.00			
Printing & Office Supplies	\$ 600.00			
Total for General and Administrative	\$ 29,600.00			
Professional Fees				
Annual Review & Tax Returns	\$ 4,200.00			
Bookkeeper	\$ 27,000.00			
Legal	\$ 1,000.00			
Operations Manager	\$ 11,000.00			
Total for Professional Fees	\$ 43,200.00			
Repair & Maintenance				
General	\$ 3,200.00			
Dumpsters	\$ 2,900.00			
Firewise	\$ 9,000.00			
Total for Repair & Maintenance	\$ 15,100.00			
Sinking Funds				
CIP Project Funding	\$ 135,000.00			

Total for Sinking Funds	\$	135,000.00
Water Production		
Chemicals	\$	6,000.00
Montevina Pipeline	\$	12,000.00
Parts	\$	5,800.00
Water Operator	\$	67,000.00
Water Operator Add'l Hours	\$	10,000.00
Water Tests	\$	5,000.00
Total for Water Production	\$	105,800.00
Total for Expenses	\$	376,800.00
Net Operating Income	\$	116,800.87
Other Income		
Interest Earned	\$	250.00
Late Fee Income	\$	150.00
Total for Other Income	\$	400.00
Other Expenses		
Other Expenses		
Bank fees	\$	700.00
Board Designated	\$	3,676.87
Total for Other Expenses	\$	4,376.87
QuickBooks Payments Fees	\$	500.00
Total for Other Expenses	\$	4,876.87
Net Other Income	\$	(4,476.87)
Net Income	\$	-

Chemeketa Park Mutual Water Company

P.O. Box 588, Redwood Estates, CA 95044-0588

Schedule of Assessments, Fees and Charges

Last Updated: May 1, 2026

Chemeketa Park Mutual Water Company Bylaws, Section 8.1.15

The Board of Directors of the Chemeketa Park Mutual Water Company (CPMWWCo) is required to maintain and publish annually in the minutes of the Corporation a schedule of current assessments, fees and charges, together with the dates on which they each become effective.

Monthly Assessments

Regular Rate: \$218.00 per connection

[Adopted May 1, 2025]

Senior Discount Rate (90% of Base Rate): \$196.20 per connection - This discount applies to homeowners that reside at the property located in Chemeketa Park boundaries. In addition, the Senior Discount Rate does not apply to any homes occupied by senior renters.

Fees and Charges

Monthly Penalty for Past-Due Account: 1.5% of the past-due balance

[Adopted July 3, 2003]

~~Minimum Monthly Payment for Past Due Account: \$195.00 per connection~~

~~[Adopted June 2, 2005]~~

~~}}(Removed to be in compliance with the State Bill 3 (SB3) Water Service Shut-off Policy}}~~

Reconnection Fee for Connections Disconnected due to Non-Payment:

~~\$200.00 per connection~~

[Adopted July 3, 2003]

Returned Check Fee: \$25.00

[Adopted August 21, 2024]

Charge for New Water Connection: ~~\$28,000.00~~

[Adopted July 1, 2004]

~~This applies to any water connection that is new and any water connection replacement that was damaged, covered, or removed by the property owner.~~

Utility Lien Release Fee: ~~\$285.00~~

[Adopted December 8, 2011]

Board Policy

- Accounts are invoiced on the 1st day of each month (if the 1st day of each month falls on a weekend, invoices are sent on the Friday before or the Monday after) and the invoice is due on the 25th of the month. Penalties for any past-due balance and the monthly assessment are applied on the 26th. Members are invoiced as follows:

“Monthly Assessment” + (“Unpaid Balance” * “Monthly Penalty for Past-Due Account”)

For example, if a balance of \$130.00 was unpaid through the 25th of the month:

$$\$130.00 + \$130.00 + (\$130.00 * 1.5\%) = \$261.95$$

[Adopted August 21, 2024]

- [Water Service Shut-Off Policy](#)
- ~~When an account is past due for more than 60 days, CPMWWCo sends a written past-due notice to the member. This notice will ask for a payment greater than the “Minimum Monthly Payment for Past Due Account” and require that the member call and arrange a payment plan. In addition, it will state that the member must respond by the next month’s Board Meeting or risk being shut off. Acceptable responses from the member are:~~
 - ~~Payment greater than the “Minimum Monthly Payment for Past Due Account”.~~
 - ~~Communication to the Board (written or verbal) asking for special consideration.~~
 - ~~Member’s presence at the next Board Meeting asking for special consideration.~~

~~If the member fails to respond, or is on a payment plan and fails to make the minimum monthly payment, CPMWWCo will send a written shut-off notice to the member. This notice will ask for a payment greater than twice the “Minimum Monthly Payment for Past Due Account” and specify a deadline at 3:00 PM on the day 15 days from when the notice is mailed. In addition, it requires that the payment must be in the~~

~~form of a money order or cashier's check (no personal checks). If the member's payment is not received by the deadline, then the water operator will be instructed to shut off the water connection.~~

~~Once a connection is shut off, CPMWCo continues to invoice the member each month for a "Monthly Assessment" plus a "Monthly Penalty for Past-Due Account" on the past-due balance. In order to be reconnected, the member must pay the entire account balance plus a "Reconnection Fee for Connections Disconnected due to Non-Payment".~~

[Adopted January 12, 2006]

- When a connection has been shut off for non-payment for 5 months and the member fails to respond to CPMWC requests for payment, the Board may instruct its representatives to file a lien with the County Clerk-Recorder's office for unpaid account balance due. The Board may file a lien earlier if it feels that it is in the company's best interests to do so (e.g. the property is in foreclosure).

The lien shall be extended within 10 years from the filing date or within 10 years from the date of the last extension of the lien, by filing a new lien in the office of the county recorder.

A request for the lien to be released with the board approval and a board representative will complete a notice filed with office of the county recorder upon payment in full of the amount of the delinquent payment, together with any accrued charges, penalties, a "Reconnection Fee for Connections Disconnected due to Non-Payment" and a "Utility Lien Release Fee".

[Adopted December 8, 2011]

- Any member who has reached 62 years of age may apply for the "Senior Discount Rate" on their monthly assessment, as described in Bylaw 2.6.3, and receive a 15% reduction on all regular monthly assessments. To apply, the member must send a written request to CPMWCo and include proof of age (copy of driver's license, copy of birth certificate, etc.). The new rate shall be applied to the next month's invoice.

o Effective If the new rate adjustment is passed in the Annual Meeting

[Adopted June 3, 2004]

- The "Senior Discount Rate" may be applied only to owner-occupied residences. If the residence is jointly owned, then the discounted rate may be applied if any owner who qualifies under this policy.

[Adopted August 5, 2004]

- It is the member's sole responsibility to be aware of "Senior Discount Rate" and to apply for it promptly when they reach 62 years of age. The Board shall not apply the rate retroactively for any member that does not sign up at his or her earliest opportunity.

[Adopted May 5, 2005]