

# NEWSLETTER



## Board of Directors Report

*Looking back at 2011 & forward to 2012*



### Board of Directors

**President, David White**  
**Vice-President, Betty Turnbull**  
**Treasurer, Rick Brown**  
**Secretary, Becky Burke**  
**Board Member, John Cambier**  
**Board Member, Mathilda Dutoit**  
**Board Member, Heather King**  
**Board Member, Stacy Tantum**  
**Board Member, Steve Townsend**

### Committee Chairs

**Architectural Review, Stacy Tantum**  
**Finance, Rick Brown**  
**Buildings & Grounds, David White**  
**Neighborhood Watch, Mary Brown**  
**Recreation, Betty Turnbull**  
**Website, Wally Turnbull**  
**Seniors, George Thompson**  
**Welcome, George McGinn**  
**Library, Judy Stenger**

Last year was a good year for Woodlake and its residents. Highlights include trail re-surfacing, lower crime, improved pool furnishings, and increased club activities, to name a few of them.

A key priority of the Board of Directors is to keep our neighborhood a desirable place to live for current and prospective residents. The key components that help distinguish Woodlake from other neighborhoods (apart from its awesome residents) are our walking trails, lake and pond. (See Building and Grounds section about how you can help maintain their quality.)

We are happy to report that in 2011, roughly 50% of the existing trail network was resurfaced. We continue to monitor the condition of the other trail sections and are setting aside funds for additional resurfacing when it becomes necessary.

When several residents noted a greater drop-off on the side of the trails after resurfacing, we used fill dirt

along these areas to reduce the drop-off. Similar work will be done to additional areas in 2012.

Another great reason to live in Woodlake is the reasonable amount of homeowner dues. The finance committee is very happy to announce that there will be no increase for the 2012 year. (See the Financial section for an annual report.)

We were delighted to learn that the Woodlake website ([www.woodlakecommunity.org](http://www.woodlakecommunity.org)) is being used by the Durham Tourist board as an example of what Durham has to offer! Thank you, Durham. We couldn't agree more! (See the Website update for how you can interact and find the information you need.)

Plans for 2012 are taking shape. Rumors of Food Trucks, Summer BBQ, Pool Opening and Closing parties, and more can be heard throughout the boardroom.

Read on for more information and details about what makes this a great community.

**CAS Contact Information:** CAS Inc. assists with day-to-day operation of the Woodlake Homeowners Association. Our Account Manager is Todd Petherbridge. To contact Todd, call 919-403-1400, send a fax to 919-403-1499, or e-mail [todd@casnc.com](mailto:todd@casnc.com). Normal office hours are 9-5 on Monday through Friday. For after hours emergencies, call 919-403-1400 option 3.

## FINANCE COMMITTEE 2011 REPORT

The WHOA continued its history of fiscal stewardship, finishing 2011 with total revenues of approximately \$206,500 vs. budget of \$205,000 and total expenses of approximately \$200,000. The surplus of approximately \$5,000 will be added to WHOA reserve. The major expenses during the year included:

• Management Contract & Expenses	\$49,202
• Grounds & Lake Maintenance	\$74,720
• Pool & Clubhouse Expenses	\$27,801
• Utilities	\$14,901
• Reserves	\$37,000

In addition, approximately \$15,000 was paid from reserves for work on the lake and improvements to the pool and bathrooms.

Economic conditions during the past year are a concern to all of us. In developing the 2012 budget, the Board agreed to focus on maintaining Woodlake's current level of services and facility maintenance, while doing some "belt tightening" on discretionary expenses. As a result, the Board was able to adopt a budget for 2012 that does not require an increase in dues. Woodlake continues to be an appealing community with a reasonable dues structure compared to similar nearby communities.



## NEIGHBORHOOD WATCH

Neighborhood Watch is one of the most effective and least costly ways to reduce crime in residential areas. It forges bonds among residents, helps reduce thefts, and improves relations between police and the communities they serve.

Woodlake consists of over 600 homes and townhomes. Our Neighborhood Watch program is divided into eight areas, which are subdivided into "blocks" containing 10-20 houses each. Each of the blocks has a Block Captain. If you don't know who your Block Captain is, send an e-mail to [watch@woodlakecommunity.org](mailto:watch@woodlakecommunity.org).

In 2011, there were 15 burglaries and larcenies in Woodlake (down from an average of 32 between 2007 and 2009). Of these, 4 were home break-ins, 10 were thefts of property from vehicles, and 1 was a theft of non-vehicle property.

The annual Neighborhood BBQ, sponsored by the Neighborhood Watch Committee, encourages neighbors to know each other better and to look out for one another.

### **What can residents do to improve safety?**

- **Know your neighbors!** You can make a big impact on crime by noting anything out of place or suspicious in the neighborhood and calling the police (dial 911) to investigate.
- **Don't tempt criminals.** Don't leave a purse, GPS, or other valuables in your car overnight and, if possible, don't park on the street. Don't leave your home doors or windows unlocked.
- **Improve security around your house:** Add motion sensor flood lights. Install a home alarm system. Keep shrubs near your house trimmed. Lock your car.
- **Don't let criminals know when you aren't around.** Pickup your newspaper in the morning, don't leave trash and recycling bins on the curb. Leave lights on timers when you are away. If a criminal thinks you are at home, he or she will likely move along.



*Left: Neighbors gather for the annual BBQ sponsored by the Neighborhood Watch Committee, providing a great time to get to enjoy NC specialties and to get to know one another.*

## ARCHITECTURAL REVIEW COMMITTEE (ARC)

The ARC is a vital part of the Woodlake Community and is one of the reasons that Woodlake continues to be such a desirable community. The committee is composed of volunteers from the community who unselfishly give of their time to help maintain Woodlake's desirability and community integrity.

The Woodlake Protective Covenants require homeowners to seek approval from the ARC for projects that change the look of their houses or that may impact their neighbors. Modifications to the house interior and routine exterior maintenance (e.g., replacing rotted fascia boards) do not require ARC approval. However, ARC approval is required

for some landscaping, planting, and tree removal projects as described in Section 20.6 of the handbook. (See more on this below).

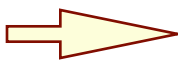
The application submittal and review process is described in Section 20 of the handbook. Additional information related to ARC rules and application requirements are in the Frequently Asked Questions (FAQ) document in the ARC section of the WHOA website. You can also download the ARC Request Form from the website.

The ARC meets on the second and fourth Wednesday of each month at 7:30 PM in the clubhouse. Completed applications submitted

by the Friday evening immediately preceding scheduled ARC meeting dates will be reviewed at that meeting. The ARC drop box at the entrance to the clubhouse may be used to deposit your request.

Recognizing that sometimes the best laid plans don't always go the way they were intended, the ARC is sensitive to time-related issues. In the event a problem arises for an already approved project in process, homeowners should directly contact [arc@woodlakecommunity.org](mailto:arc@woodlakecommunity.org) or CAS at [todd@casnc.com](mailto:todd@casnc.com).

Thank you for working with us in maintaining the beauty and integrity of our community.



## IMPORTANT INFORMATION ABOUT TREE REMOVAL POLICY

Woodlake residents value the woods and lakes in our neighborhood. To protect Woodlake's woodland feel, Section 20.6 of the handbook restricts the removal of trees without ARC approval. However, we recognize that woods and trees require management and have provided exemptions from having to obtain ARC approval prior to some tree removal activities. These exemptions were established when the 3<sup>rd</sup> edition of the Handbook was adopted in February 2010.

During the past year, ARC and the board have encountered several situations where clarification of and revisions of our tree removal policy are needed. These changes include making explicit the need to include a justification in ARC applications for

tree removal, clarification of the exemption criteria, and inclusion of a requirement to notify ARC at least 72 hours prior to removal of any tree larger than 6" in diameter even if the exemption criteria are met. These revisions are detailed on pages 4 and 5 of the Frequently Asked Questions (FAQ) document that is posted on the ARC page of the website (<http://www.woodlakecommunity.org/Forms/ARC%20FAQ.pdf>).

Related to tree removal, it should go without saying (but we are going to do so anyway!) that homeowners should not remove or prune trees or other vegetation that are not on their property. This includes vegetation on property owned by the WHOA. Maintenance of vegetation on

WHOA property is the responsibility for the Buildings and Grounds Committee. If there is vegetation on WHOA property that needs trimming or removal, e-mail [grounds@woodlakecommunity.org](mailto:grounds@woodlakecommunity.org). Depending on the situation, the WHOA may take care of the work or authorize the homeowner to do the work.

Homeowners should also not use WHOA property as a "dumping grounds" for branches, grass clippings, or other yard waste from their property. Removal of vegetation from WHOA property and dumping of yard debris on WHOA property without prior approval from Buildings and Grounds are subject to enforcement action by the WHOA.



The WHOA Board of Directors would like to thank Mathilda Du Toit for her unselfish service to the community as the ARC chair. Mathilda has served on the ARC for 4 years and as chair 2 years. She has devoted many volunteer hours to the Woodlake Community through the ARC and as a member of the Board of Directors. We also welcome Stacy Tantum as the new ARC Chair. Stacy has served on the ARC in the past and currently also serves on the Board of Directors.



**Call for Volunteers:** Much of the day-to-day work of the WHOA is handled by professional contractors. However, we need input and involvement from residents who are willing to volunteer their time and talents to keep Woodlake a great neighborhood. We welcome volunteer input on all of the association's committees, but are especially looking for volunteers to serve on the Architectural Review and Recreation Committees. If you would like to get involved with WHOA activities, please send an e-mail to [board@woodlakecommunity.org](mailto:board@woodlakecommunity.org).

## WOODLAKE TRAIL ETIQUETTE

We have recently resurfaced several sections of the neighborhood trails and we hope you are enjoying these improvements. Our neighborhood trails are a shared resource used in various capacities by residents and they may occasionally become congested when several trail users encounter each other. "Congestions" where one or more trail users may be forced off the trail can largely be avoided by following the "rules of the road." Some general tips that will improve everyone's trail experience are:

- \* Be aware of the presence of other trail users - both those approaching from ahead as well as those approaching from behind.
- \* Stay to the right half of the trail - going to single file, if necessary - when encountering other trail users.

- \* Keep your dog to your right, so you will be between your dog and other trail users.
- \* Pass on the left when overtaking another trail user from behind, announcing your presence as you approach.
- \* Use personal music devices at a low enough volume that you can still hear other trail users, particularly those who may be approaching from behind.
- \* Cyclists should yield the right of way to pedestrians. (Cyclists may use the trails for general transit from one place to another, such as to the pool or a friend's house, but not for "riding laps.")
- \* If you see people misusing the trails, please inform them of the rules and send an e-mail to [board@woodlakecommunity.org](mailto:board@woodlakecommunity.org).

### IMPORTANT CHANGE :

Effective 1/1/12 the mailing address of your dues has changed! If you mail your payments or use an online bank bill pay, please make sure payments are now going to:

Payee: Woodlake HOA  
c/o CAS, Inc  
P.O. Box 531237  
Atlanta, GA 30353-1237

## WELCOMING COMMITTEE

New residents receive information about the area and a reusable blue Woodlake shopping bag with their welcome package. If you are new and did not get a visit or a "Woodlake Blue Heron Bag," left at your door, send an email to the Welcome Committee via the web site link. The Committee also tries to deliver an informational package to individuals who rent within our development. However, since there is no formal notification path we may miss some. If there are individuals that rent and would like an informational package they should also contact the Welcome Committee at [welcome@woodlakecommunity.org](mailto:welcome@woodlakecommunity.org).

## WEBSITE NEWS

Woodlake's website ([www.woodlakecommunity.org](http://www.woodlakecommunity.org)) is a great way to stay up to date with happenings and news in our community. The website provides information for use by Woodlake residents, including e-mail links for contacting the Woodlake Board and various committees, and electronic copies of documents and forms (architectural requests, pool and exercise room access, clubhouse rental, etc.). In addition to news, there is a direct link on the home page to the Community Bulletin Board. The Bulletin Board is a great place to post services offered, needs, used items for sale, lost and found pets and much more. Members can subscribe to have posts automatically forwarded to an email address if so desired. (Click the register button from the home page. Registering for the Members page is not the same as signing up for e-news.)

By far, the quickest way to find out what's happening or receive updated news is through the Woodlake e-news. If you haven't yet signed up for e-news, we encourage you to do so today. Click the "Sign Up For e-News" button on the home page.



Sign up for e-News through the website homepage.

## RECREATION NEWS

**Pool Season:** The pool season for 2012 is May 19 to September 30. The process for activating your pool card will be the same as during previous years. More information will be available on the Recreation page of the website in April.

**Food Trucks:** Watch for a new event throughout the summer pool season. The WHOA is sponsoring "Third Saturday" Food Truck events. From May-September, a different food truck will be available for food purchases in the clubhouse parking area. Watch the website for news and a list of participating food trucks.

*The Parlour Ice Cream truck was a favorite at the 2011 Pool Closing party.*



**Library:** The library is open to all residents each Monday evening from 5:00-7:00 p.m. (except holidays) at the Woodlake clubhouse. The collection includes fiction, non-fiction, children's material, and "timeless" magazines (on gardening, home repair, etc). The library also features movies for loan. Donations of materials are always welcome. Visit the Library page on the website to learn more.

**Softball Players:** If you would like to play co-ed softball, contact [sports@woodlakecommunity.org](mailto:sports@woodlakecommunity.org). All experience and skill levels are welcome, but you must be at least 18 years old. The team is particularly looking for some female players this year. Games are on Sunday afternoon during the summer and fall.

**Exercise Room:** An exercise room, open daily 5:00 a.m. to 11:00 p.m., is available at the clubhouse. It contains a treadmill, an elliptical trainer, and a weight machine. To obtain access, click on Forms under "Administration" at [www.woodlakecommunity.org](http://www.woodlakecommunity.org). Fill out the registration form and fax it to CAS to have your electronic "pool key" activated to use the exercise room.

**Woodlake Easter Egg Hunt:** Will take place on Saturday morning, April 7 at the clubhouse. For more details about the event, or to volunteer, contact [kids@woodlakecommunity.org](mailto:kids@woodlakecommunity.org).

*Right: 2011 Easter Egg hunt was another great success! Thanks to all the kids who made it fun and to all the volunteers who helped.*

**Community Bulletin Board:** If you would like to post something of interest to Woodlake residents on the bulletin board along the trail, near the playground, contact George McGinn with an email [GPMCGINN@aol.com](mailto:GPMCGINN@aol.com).

**Call for Volunteers:** The WHOA is interested in promoting recreational activities, such as a 4<sup>th</sup> of July party, a Fall Festival, a progressive dinner, but volunteers are needed to help coordinate these activities. If you are interested in helping, e-mail [recreation@woodlakecommunity.org](mailto:recreation@woodlakecommunity.org).

**Woodlake Men's Poker Night:** First Friday poker night meets at the Woodlake Clubhouse. If you are interested in joining the group contact Joaquin Aguayo, 919-641-2253 or [joaquinaguayo@gmail.com](mailto:joaquinaguayo@gmail.com).

**Woodlake Seniors Group:** The Seniors Group is open to any retired person. The group meets the third Tuesday of each month (except July and August) at 10:00 a.m., usually at the Clubhouse. Sometimes the group travels to an interesting area in the community. Members are asked to support the group with their attendance and to help plan the activities each year.

Past meetings include tours to Art Galleries, Duke Gardens, and the historical part of Downtown Durham and guest speakers on Gardening, Going Green, Physical Therapy, and Legal and Financial planning. They also had a St. Patrick's Day party and a Holiday Pot Luck Dinner. For more information contact [gbthompson@gmail.com](mailto:gbthompson@gmail.com). Planning committee members are Earline Weed 544-1328, George Thompson 408-6061, and Florence White 484-4845.





## BUILDING AND GROUNDS



**The Buildings & Grounds Committee** oversees maintenance of the trails, lake, clubhouse, swimming pool, entrances, and all other WHOA property. The committee strives to enhance both the quality of life and the value of property within the community. Some of the work is done by volunteers, but most of it is performed by contractors. If you would like to join the committee, have suggestions for other projects, or have concerns or questions, e-mail: [grounds@woodlakecommunity.org](mailto:grounds@woodlakecommunity.org).

Projects completed in 2011 include resurfacing of several sections of the walking trails, refurbishment of the pool furniture, removal of excessive vegetation from several areas near the trails, and replanting of the “devil strips” on Woodlake Drive. Projects being considered for 2012 include several trail improvements, removal of sediment from the east end of the pond, and installation of rain gardens.

**Lake and Pond:** Those of you who have lived in Woodlake for more than 3 years are very aware of the changes that have been made to the lake. These changes include installation of a vegetated barrier around the lake to reduce erosion and to discourage Canada geese from coming ashore, and the installation of a defined sedimentation basin and water recirculation loop at the north end of the lake.

Prior to making these changes, we had substantial problems with algae in the lake growth due to high levels of nitrogen and phosphorus in the water, and with foul odors due to anaerobic decomposition of leaves and other organic material, especially during the summer. The changes have reduced these problems, but we still have periodic problems with algae. The periodic increase in algae appears to correlate with runoff of nitrogen and phosphorus during spring and fall fertilization periods.

Woodlake is located in the Crooked Creek watershed that feeds into Jordan Lake. Due to excessive nutrient concentrations in Jordan Lake, the State of North Carolina has adopted requirements to reduce inflows of nitrogen to Jordan Lake by 35% and of phosphorus by 5%. Among the steps for achieving these reductions are to reduce the use of nitrogen and phosphorus in lawn fertilizers and to require commercial fertilizer applicators to be trained and certified by August 2012.

Although individual homeowners are not required to be certified, homeowners are asked to limit the amount of nitrogen and phosphorus in fertilizers that they use. Because all surface runoff in Woodlake drains into the lake, every lawn in our neighborhood contributes to the buildup of nutrients in the lake. Three things to remember:

- Most soils in our area naturally have ample phosphorus. Use a low phosphorus fertilizer on your lawn unless you are doing major lawn renovation (best done in the fall).
- Fescue (the primary grass in Woodlake) benefits from fall fertilization and needs only a small amount of fertilizer in the spring (equal to ½ lb of nitrogen per 1000 square feet). Applying more than this amount promotes rapid growth (and lots of mowing). The best time to fertilize fescue is in the fall.
- After spreading fertilizer, sweep or blow any fertilizer that is on the street or driveway onto your lawn. Otherwise, it will be washed into the storm water drains and then into the lake.

Please keep these facts in mind when you (or a contractor) apply fertilizer to your lawn. If you use a lawn service, we ask that you please make sure they are aware of the Crooked Creek watershed laws that apply to us.

## BUILDING AND GROUNDS (CONTINUED)

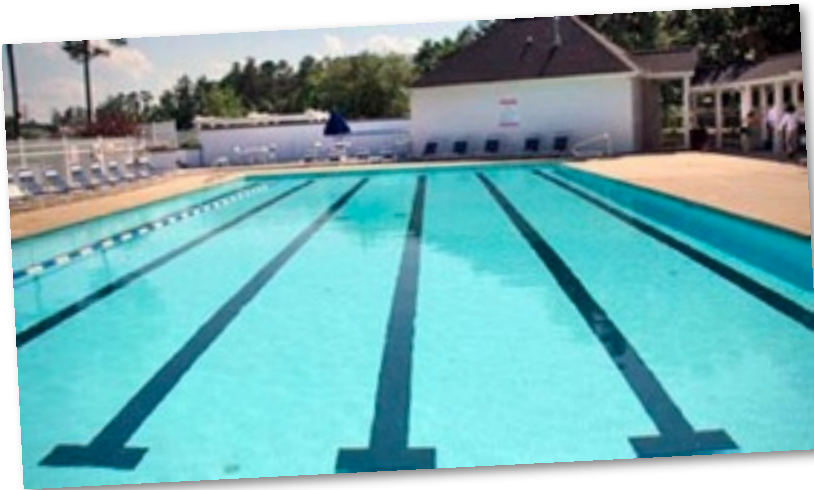
**Canada Geese:** Woodlake has both migratory and non-migratory flocks of Canada geese. Both flocks look similar and both are here during the winter, but the non-migratory (also known as resident) geese stay here year-round. For a number of reasons, the WHOA has worked to reduce the size of the non-migratory flock by asking lake users to not feed them, encouraging the growth of a vegetated barrier around the lake, and discouraging nesting.

This past summer, we contracted with the U.S. Department of Agriculture to reduce the size of the non-migratory population.



We have posted several signs along the trail near the lake asking people to not feed the geese. If you see someone feeding geese, please ask them to stop and point them to the signs. If you would like to provide input on the WHOA efforts, please send an e-mail to [grounds@woodlakecommunity.org](mailto:grounds@woodlakecommunity.org)

**New Landscaping Contractor:** As of January 2012, the WHOA landscaping contractor is Brickman Group Ltd. Brickman was selected through a competitive procurement based on the quality of work they are doing elsewhere in the Triangle area and on lower contracted costs.



### Pool Rules to Remember:

- No pets (except those designated as service animals)
- No glass containers of any kind
- No smoking or alcoholic beverages
- No swimming under the influence of alcohol or drugs
- All children must be accompanied by an adult 18 years or older

For a complete list of rules, visit the website, [www.woodlakecommunity.org](http://www.woodlakecommunity.org).

**Pool Improvements:** The pool received a makeover last year. Improvements included repainting the pool deck, refurbishing the pool furniture, and bathroom improvements.

**Pool Etiquette:** The pool is one of the most popular amenities in Woodlake. For everyone's enjoyment, please follow the posted safety rules and help us keep the pool area clean by cleaning up the area where you were sitting when you leave. If you see unsafe behavior, see someone violating pool rules, and notice someone illegally entering the pool area, please call the pool management company at the phone number posted near the soda machine.





## General Interest and Important Dates

**Pet Etiquette:** Pet owners are responsible for their cats, dogs, and other critters 24 hours a day. Three key rules to follow when your pet is not in your own yard:

- Keep your pet on a leash when you are taking them for a walk
- Do not let your pet pee or poop in another resident's yard
- Pick up after your pet's poop.

Use the pet waste bags found in dispensers along the trails or bring a bag from home. If you see someone who doesn't pick up after their pet, bring it to their attention. Please contact animal control, 560-0630, if you see someone violating these rules of the City of Durham animal control ordinances.

**Clubhouse Rental:** The Woodlake clubhouse is available to Woodlake residents for party and meeting rentals. For additional information and reservations, visit the website, click on Clubhouse under Contacts or send an email [clubhouse@woodlakecommunity.org](mailto:clubhouse@woodlakecommunity.org).

**Clubhouse Parking Lot:** The clubhouse parking area is to be used by homeowners and invited

guests for activities at the clubhouse, pool, or for using the playground or walking trails. In response to safety concerns, overnight parking is not permitted (11:00 p.m. - 5:00 a.m.). Vehicles parked at the clubhouse during these hours are subject to towing.

**Street Parking:** Section 12.6 of the WHOA handbook prohibits consistent parking of private vehicles on the street. If you have concerns about cars that are persistently parked on the street and obstruct traffic flow, send an e-mail to [Todd@casnc.com](mailto:Todd@casnc.com).

**Waste and Recycling Containers:** Garbage, yard waste, and recycling containers should be placed at the street the evening before pickup and should be removed from the curb by the evening after pick-up. When not at the curb, containers should be stored in an unobtrusive location (e.g., in the garage or a screened area in the side yard).

**Litter:** Please don't litter when you are walking or driving in our neighborhood or elsewhere. Be respectful of other residents and of Mother Nature.

**Yoga:** If you would like to participate in a yoga class at the Woodlake clubhouse on Sunday afternoon and/or Wednesday after work, contact Amanda Pack at [prestonfit@gmail.com](mailto:prestonfit@gmail.com) or 919-257-0054. No previous experience is necessary.

**Annual Meeting:** The Woodlake Homeowners Association Annual Meeting will take place on May 1 at 7:00 p.m.



### Important 2012 Dates to Remember!

- May 1 - Annual HOA Meeting**  
7:00 p.m. - check website for location
- April 7 - Easter Egg Hunt**
- May 19 - Pool Opening**
- June 2 - Neighborhood BBQ**  
6:00 p.m.
- September 30 - Pool Closing**  
Pool Closing Party - 6:00 p.m.

Woodlake Homeowners Association  
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Chapel Hill, NC 27517

