

# Woodlake

## February 2011

*A publication for members of the  
Woodlake Homeowners Association*

### Board of Directors

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Vice-President	Betty Turnbull
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Board Member	Mathilda DuToit
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Architectural Review	Mathilda DuToit
Finance	Rick Brown
Buildings & Grounds	David White
Neighborhood Watch	Mary Brown
Website	Wally Turnbull
Seniors	Bobbie Nielsen
Welcome	George McGinn

### Board of Directors Report

This newsletter highlights some of the key actions completed by the Woodlake Homeowners Association in 2010 and plans for 2011. We'll start by reviewing some of the Board of Directors' key priorities. These include: concerns about how to keep our neighborhood attractive for current and prospective homeowners, especially in light of the housing downturn throughout the country; whether Woodlake is a safe community and what can be done to make it safer; and what can be done to improve the amenities like the pool and walking trails that make Woodlake such a desirable place to live.

The board, through the Building and Grounds Committee, (see detailed report) works to keep the entranceways, trails, and other association property attractive. We ask homeowners to do the same with their properties. Together we make Woodlake the sought after place to live that it is. If you have concerns about association property or a house near you, please let us know.

These and other issues are discussed in this newsletter. The board always welcomes suggestions and ideas.

For Woodlake to continue to be an attractive and safe community, we need residents to get involved by volunteering their time and talents. If you would like to get involved with WHOA

activities, please send an e-mail to [board@woodlakecommunity.org](mailto:board@woodlakecommunity.org).

### Finance Committee

The WHOA continued its history of fiscal stewardship, finishing 2010 with total revenues of approximately \$206,500 vs. budget of \$205,000 and total expenses of \$201,122. The surplus of around \$5,000 will be added to WHOA reserve. The major expenses during the year included:

• Management Contract & Expenses	\$43,167
• Grounds & Lake Maintenance	\$71,005
• Pool & Clubhouse Expenses	\$21,993
• Utilities	\$15,186
• Reserves	\$32,500

In addition, close to \$20,000 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 2011 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 2011 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.

## Architectural Review Committee

Woodlake's Protective Covenants require homeowners to get approval from the Architectural Review Committee (ARC) for projects that change the look of their houses or that may impact their neighbors' views. Modifications to the house interior and routine exterior maintenance (e.g. replacing rotted fascia and trim boards) do not require ARC approval. The application submittal and review process is described in Section 20 of the handbook.

The purpose of ARC is to ensure that improvements and changes to homes are consistent with the character of the individual home and the neighborhood. In doing so, we also want to make the process of maintaining and improving your home as easy as possible. Please note the following clarifications and changes to ARC requirements:

- Installing a storm door does not require ARC approval.
- Replacing Masonite with Hardiplank of the same color does not require approval. This also applies to any maintenance project that leaves the visual appearance of the home unaltered in style, size or color.
- Can't decide on a color for your home? Applications may contain multiple color options if a final decision hasn't been made.
- Use of natural color stains on back decks or mail box posts do not require ARC approval.
- Handicap-access ramps require city permits. They also require ARC approval to assure that they match the architecture of the home.

The ARC committee meets the first and third Tuesdays of every month at 7:00 PM in the clubhouse. Completed request forms submitted for review by the Friday evening preceding the next scheduled ARC meeting 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 of a problem arising during an already approved project in process,

homeowners should directly contact the ARC chair at [arc@woodlakecommunity.org](mailto:arc@woodlakecommunity.org) or CAS at [todd@casnc.com](mailto:todd@casnc.com).

Not sure if you need to submit an Architectural Review form? Check out the FAQs on The Architectural Review page. You can also download the Request Form if you need one. Thank you for working with us in maintaining the beauty and integrity of our community.

## Notification & Enforcement Policy:

The WHOA has rules covering a variety of topics. These rules exist for the mutual benefit of the entire community. During the past several years, the board has encountered several situations where residents made changes to their property without getting prior approval from the Architectural Review Committee. Some of the situations were procedural violations (e.g. failure to obtain approval before changing the exterior house color or enlarging a deck) where the homeowner felt that nobody would object to the change and therefore did not request ARC approval.

To emphasize the importance of complying with ARC rules, the Board has adopted an enforcement process that separately addresses procedural and technical violations (i.e. enforcement actions will be considered for both the failure to obtain approval and the work that was done). Under this process, which includes the opportunity for a meeting between the homeowner and the board, a homeowner can be separately fined for failure to obtain ARC approval for the work that was done and for the work itself. As stated in the handbook, the Board is authorized to impose a fine of up to \$100 for each violation and can require corrective action if the work done is not consistent with community standards. The Board hopes that enforcement actions are rarely required, but also recognizes that all homeowners need to understand that action will be taken when necessary to protect our neighborhood's best interests.

If you have questions about the above, please contact the Board by sending an e-mail to [board@woodlakecommunity.org](mailto:board@woodlakecommunity.org), by contacting CAS (the association's management contractor; their address and phone number are on page 6), or talking directly to a board member.

## Buildings and Grounds

The Buildings & Grounds Committee oversees maintenance of the trails, lake, clubhouse, swimming pool, entrances, and other WHOA property. The committee strives to enhance the quality of life and the value of community property. 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 2010 include several lake maintenance projects, upgrades to the pool bathrooms, refurbishment of the decorative lighting at the clubhouse and neighborhood entrances, and repainting of the signs throughout the neighborhoods.

Improvements that are planned for 2011 include resurfacing several sections of the walking trails, replanting of the ornamental grasses at the Barbee Rd and Woodlake Dr. entrances, repainting the pool deck, and refurbishment of the pool furniture.

The modifications made at the north end of the lake in 2009 have been successful in reducing odors in the immediate area and the growth of algae throughout the lake. However, the levels of nitrogen and phosphorus in the lake and pond continue to be a concern. To control algae growth, 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. Two 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 fertilization 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.

Please keep these two facts in mind when you (or a contractor) apply fertilizer to your lawn.

## Website and Members Information

Woodlake's website 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. Note that 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. In order to keep everyone up to date with news, including Neighborhood Watch information, it is our goal to have at least one person from each household registered for e-news. As a way of saying thank you for signing up, any new registrations between now and the upcoming Annual Meeting in May will receive a Woodlake reusable shopping bag. Let us hear from you so you can hear from us.

	<b>Sign up for e-news through the website homepage:</b>
<b><a href="http://www.woodlakecommunity.org">www.woodlakecommunity.org</a></b>	

## Neighborhood Watch

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).

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. Neighborhood Watch's sponsorship of the neighborhood summer BBQ party and National Night Out (NNO) are two examples of encouraging neighbors to get to know each other better and to look out for one another.

In 2010, there were 15 burglaries and larcenies in Woodlake (compared to a yearly average of 32 between 2007 and 2009). Of these 15, 3 were home break-ins, 11 were thefts of property from vehicles, and 1 was a theft of non-vehicle property.

#### **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 to investigate. If your neighbors are on vacation, but there is a strange car in their driveway - call the police!
- **Improve security around your house:** Add motion sensor flood lights. Put a lock on the door to the crawl space under your house. Keep shrubs near your house trimmed. Consider installing a home alarm system.
- **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.
- **Don't tempt criminals.** Don't leave a purse, GPS, or other valuables in your car overnight. Don't leave the doors or windows unlocked, and if possible, don't park on the street.

By taking a few simple precautions, we can keep each other – and Woodlake – safe!

#### **Welcoming Committee**

The Welcome Committee continues to be active although there were fewer new owners in 2010 due to the decrease in home sales. New residents receive information about the area and a reusable blue Woodlake shopping bag with their welcome package. If you are new to the area and haven't received a visit from the Welcoming Committee, please contact [welcome@woodlakecommunity.org](mailto:welcome@woodlakecommunity.org).

#### **Recreational Information**

**Pool Season:** The pool season for 2011 is May 21 to September 25. The pool decking has been repainted and the pool furniture is getting a facelift. There will also be a security phone number posted if you feel that someone is abusing the rules of the pool area or should not be there. More information will be available on the Recreation page of the website.

**Library:** The library has been a great success. Thanks to the volunteer work of Judy Stenger and webmaster, Wally Turnbull, a list of Library holdings is available online. Visit the Library page to access the list and learn more about our neighborhood library. The library is open each Monday evening from 5:00-7:00 PM (except holidays) at the Woodlake clubhouse and all residents of Woodlake are welcome. 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.

**Softball players:** Softball players needed. 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 from Spring through early Fall. If you would like to play co-ed softball, and represent Woodlake, contact [sports@woodlakecommunity.org](mailto:sports@woodlakecommunity.org).

**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 AM, 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 one of 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 [rjnielsen@nc.rr.com](mailto:rjnielsen@nc.rr.com). Planning committee members are Earline Weed-544-1328, Bobbie Nielsen 767-9774, George Thompson 408-6061, and Florence White 484-4845.

**Exercise Room:** An exercise room, open daily 5:00 AM to 11:00 PM, 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.

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

**Woodlake Easter Egg Hunt** Saturday morning, April 23 at the clubhouse. For more details or to volunteer, contact [kids@woodlakecommunity.org](mailto:kids@woodlakecommunity.org).

**Woodlake Men's Poker Night:** Check out First Friday poker night, meeting in the Woodlake Clubhouse – contact Joaquin Aguayo, 919-641-2253 or [Joaquin.aguayo@gmail.com](mailto:Joaquin.aguayo@gmail.com).

### **General Interest and Important Dates**

**Annual Meeting:** The Woodlake Homeowners Association annual meeting is scheduled for 7:00 PM on Tuesday, May 3.

**Annual BBQ:** The Neighborhood Watch BBQ is scheduled for 6:00 PM on Saturday, June 4.

**Clubhouse Rental:** The 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 email [clubhouse@woodlakecommunity.org](mailto:clubhouse@woodlakecommunity.org).

**Clubhouse Parking Lot:** Use of the clubhouse parking area is limited to residents and invited guests for activities at the clubhouse, pool, playground or walking trails. In response to safety concerns, we are restricting overnight parking (11:00 PM – 5:00 AM). Vehicles parked at the clubhouse during these hours are subject to towing.

**Waste and Recycling Containers:** Garbage, yard waste, and recycling containers should not be placed at the street until 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).

**Trail Use by Bicycles:** The trails are designed for use by pedestrians and runners. For safety reasons, bicycles should be used only as leisurely transportation such as going to see a friend, getting to the clubhouse/pool or the American Tobacco Trail. The trails should not be used for riding laps. If you see bicycle riders posing a danger, please inform them of the rules. E-mail [board@woodlakecommunity.org](mailto:board@woodlakecommunity.org).

**Solicitors:** Signs posted at Woodlake entrances prohibit soliciting. You can ask solicitors to leave your property. In addition, if they are selling a service or product, you can ask to see their "peddler's license" issued by the City of Durham that contains their name and address and ask to see a picture ID. If they do not have such a license or if you feel suspicious about the person's actions, note where they go after leaving your house and call the Durham police.

**Pet Etiquette:** Pet owners are responsible for their cats, dogs, and other critters 24 hours a day. Three key rules apply 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, and
- Pick up after your pet's poop.

One of the benefits of living in Woodlake is the walking trails. However, casual inspection of the trails indicates that a number of pet walkers are not picking up their pet's poop. While Goose poop is a nuisance and degrades quickly, dog poop is much more persistent. Please 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 or the City of Durham animal control ordinances.

**Canada Geese:** Your cooperation in not feeding the geese is helping us control the goose population and is much appreciated.

**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.

**Woodlake Homeowners Association**  
c/o CAS, Inc.  
5915 Farrington Road, Suite 104  
Chapel Hill, North Carolina 27517-9900

**Join the Team - Get Involved** – Don't forget that together we make this a great community! Get to know your neighbors by joining one of the committees (such as recreation or neighborhood watch committee) or volunteering to help with seasonal planting or holiday events. Whether you have one day a year or one day a week to get involved, we welcome you. If you would like any information about volunteering, contact [board@woodlakecommunity.org](mailto:board@woodlakecommunity.org)

**Key E-Mail Addresses to Remember:**

WHOA Board of Directors - [board@woodlakecommunity.org](mailto:board@woodlakecommunity.org)  
Architectural Review Committee - [arc@woodlakecommunity.org](mailto:arc@woodlakecommunity.org)  
Building and Grounds - [grounds@woodlakecommunity.org](mailto:grounds@woodlakecommunity.org)  
Communications - [communications@woodlakecommunity.org](mailto:communications@woodlakecommunity.org)  
Community Relations - [relations@woodlakecommunity.org](mailto:relations@woodlakecommunity.org)  
Neighborhood Watch - [watch@woodlakecommunity.org](mailto:watch@woodlakecommunity.org)  
Recreation – [recreation@woodlakecommunity.org](mailto:recreation@woodlakecommunity.org)  
Senior Group - [seniors@woodlakecommunity.org](mailto:seniors@woodlakecommunity.org)  
Woodlake Welcome - [welcome@woodlakecommunity.org](mailto:welcome@woodlakecommunity.org)

**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