

NEWSLETTER



March 2015

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Katrina Portwood**

Board of Directors Report - Recap of 2014

This newsletter highlights some of the key actions completed by the Woodlake Homeowners Association in 2014 and plans for 2015. The Board of Directors' key priority is to keep our neighborhood a desirable place to live for current and prospective homeowners. In addition to having a homeowners association (an HOA), we are also an association of neighbors. Maintaining the appearance of your home exterior and your yard benefits you, your neighbors, and the neighborhoods as a whole. Although the WHOA Handbook contains a number of home maintenance requirements, the first 'line of defense' to keeping Woodlake attractive is simply being a good neighbor.

Several significant improvements were made to association property in 2014. These include resurfacing and repainting of the swimming pool, repaving of approximately 1,000 feet of the trail system, and modifications to the emergency spillway on the pond to lower the level of the pond during heavy rains (such as the ones that occurred during the summer of 2013). Major projects planned for 2015 include resurfacing and repainting of the baby pool, refurbishment of the clubhouse and entrance signage, and development of a plan for use of the Duke Power easement between Ringwood Drive and Forest Ridge.

The WHOA continues to support activities that build a sense of community and encourage neighbors to know each other. These activities include the Woodlake Facebook page, the annual BBQ coordinated by Neighborhood Watch, maintenance and improvements to community facilities such as the trails, swimming pool, exercise room, and playground, and a number of recreational activities such as the Spring egg hunt, Saturday food trucks, and the library. Additional

information related to these activities is contained in this newsletter. If you have additional suggestions, send an e-mail to board@woodlakecommunity.com

The number of home break-ins during the last 6 months of 2014 concerns all of us. Unfortunately, home break-ins are occurring throughout Durham, the police department is faced with multiple demands and resource limitations, and no one has been able to provide a description of the perpetrator(s) of these incidents. Fortunately, all of the break-ins have occurred when no one was home and no one has been injured. Please continue to contact the Durham Police Department by calling 911 if you observe suspicious activities and share this information with our Neighborhood Watch program at watch@woodlakecommunity.com. Also, if you have not done so already, please visit the Woodlake website (www.woodlakecommunity.com) and sign up for the WHOA listserv to receive community updates. For our crime prevention effort to be successful, timely communication is critical.

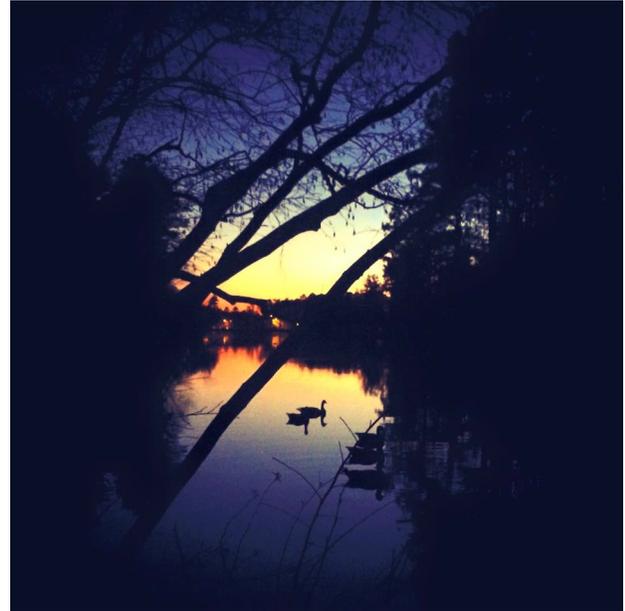
Much of the day-to-day work of the WHOA is handled by professional contractors. However, we need input and involvement from residents who are willing to volunteer their time and talents to keep Woodlake a great neighborhood. Without volunteers, most of what happens in Woodlake would not be possible. We welcome volunteer input on all of the association's committees, but are especially looking for volunteers to serve on the Architectural Review Committee. If you would like to get involved with WHOA activities, please send an e-mail to communications@woodlakecommunity.com.

KEEPING UP WITH OUR WOODLAKE COMMUNITY

There is so much that our wonderful neighborhood has to share. One way is through our Facebook Group. The Group is open to Woodlake residents and is an excellent way to share news and photos, advertise items for sale, and get to know each other. To join go to www.facebook.com/groups/woodlakecommunity or search for Woodlake Community from your Facebook page. With over 430 members, the count is growing daily. Come join us and see what a great group of people make up our community.

Another exciting way we are sharing as a community is a direct result of the Facebook group. Residents have been sharing their favorite vendors and providers from lawn care to roofing. The list is available in the files section of the Facebook page and resources tab of the website.

Our website, www.woodlakecommunity.com, has information about Woodlake including the handbook, by-laws and covenants governing the neighborhood. You can also access ARC forms, pay your dues, and read previous newsletters.



Woodlake at sunset Photo by Alyssa Boreiko

CHANGES TO THE WHOA HANDBOOK

Several changes have been made to the WHOA Handbook. These include revisions to CAS' local contact information (Section 2.1.1), appointment of ARC members (Section 3.4.1), storage of waste and recycle bins (Section 15.1.3), restrictions on outdoor lighting (Section 16.2), inclusion of provisions already in the Covenants related to preservation of single family homes (Section 20.1), revisions to the definition of 'major additions' requiring ARC approval (Section 20.4.4), and defining 'temporary structures' (Section 20.5.11). Please visit the handbook online at www.woodlakecommunity.com/Forms/handbook.pdf to review these changes.

2014 TREASURER'S REPORT

The WHOA reported a surplus of \$7,016 after expenses for the year on income of \$214,346. Total income was \$5,166 over budget and expenses were \$1,850 under budget for the year. Due to continued good fiscal stewardship, dues will remain the same in 2015 and the surplus will be applied to reserves. Roughly \$50,000 of reserves were used for capital projects during the year including resurfacing/repainting the pool, repaving sections of the trail, and improvements to the emergency spillway on the pond. The WHOA finished the year with liquidity equal to roughly 51% of budgeted income, in line with the Board's objectives.

Major Expenses for the Year

Management Contract & Admin Expenses	\$51,604
Grounds & Lake Maintenance	\$60,102
Pool & Clubhouse Expenses	\$25,861
Utilities	\$16,089
Reserves	\$49,608
Bad Debt	\$4,064

Call for Volunteers

While much of the day-to-day work of the WHOA is handled by professional contractors, we need input and involvement from residents willing to volunteer their time and talents to keep Woodlake a great neighborhood. We welcome volunteer input on all of the association's committees. If you would like to get involved with WHOA activities, please send an e-mail to communications@woodlakecommunity.com.

CAS Contact Information

CAS Inc. assists with day-to-day operation of the Woodlake Homeowners Association.

Account Manager: Michelle Goard

Phone: 919-403-1400 ext 1205

Fax: 919-403-1499

Email: michelleg@casnc.com.

Office Hours: 9:00 am-5:00 pm, Monday - Friday.

After Hour Emergencies: 919-403-1400, option 3.

NEIGHBORHOOD WATCH REPORT

Neighborhood Watch is one of the most effective and least costly ways to reduce crime in residential areas. Our program is based on encouraging residents to call the police if they observe suspicious activities and on timely communication of crime-related information to block captains and residents. If you don't know who your Block Captain is, send an e-mail to watch@woodlakecommunity.com.

During the first 6 months of 2014, crime in Woodlake was limited to 3 thefts from cars and 1 home break-in, all of which occurred in January. However, during the last 6 months of the year, there were 19 home break-ins, 1 car theft, and 1 robbery. The number of home break-ins during the last half of 2014 is alarming when compared to prior years (the average for 2010, 2011, 2012, and 2013 was 5), but is similar to level of break-ins that occurred in nearby neighborhoods during the last half of 2014.

Fortunately, no one was at home when these incidents occurred and no one was hurt. Most of the break-ins were via a rear door or window, and with a few exceptions involved houses that either did not have a home alarm system or the system was not operating at the time of the break-in. In most cases, the perpetrators appear to have been looking for cash, jewelry, or small electronics that could be easily carried away and converted into cash. The Durham Police have responded to most of these incidents quickly and have been able to make several arrests of individuals who have been involved with break-ins in southern Durham, but have not reported any arrests of individuals who are clearly linked to the break-ins in Woodlake.

From a crime prevention standpoint these incidents are frustrating in that no one noticed the incidents when they occurred, no one has been able to provide a description of the individuals involved, nor whether the perpetrators entered Woodlake on foot or by car. However, based on the location of the houses that have been broken into, it is suspected that the incidents involve two or more persons with one person doing the break-ins and the second person parked on an adjacent cul-de-sac or street. In most incidents, the point of entry is the rear of the house and is screened from neighbors view by trees or other visual barriers.

Two significant observations from these data and from prior years are that (1) most home break-ins occur when residents are away from home and highlights the importance of having a home alarm system, and (2) a 'successful' burglar is likely to return to the same area until he/she becomes concerned that residents are on the lookout.



The WHOA has reviewed many options either to deter criminal activity or to help police identify the perpetrators. These options included installing mounted cameras at the community entrances and clubhouse, installing portable cameras within the neighborhood, hiring off-duty police officers to patrol the neighborhood a few times a week, and providing financial incentives for neighbors to install their own cameras. After consulting with police and surveillance monitoring professionals, it was determined that an effective neighborhood watch program remains the best option to deter and prevent crime. No other neighborhoods with public streets managed by CAS have neighborhood-wide cameras and the cost of installing and monitoring such a system would require a special dues assessment. We urge residents to stay alert and communicate with their neighbors, to report suspicious activity to the police and to watch@woodlakecommunity.com, and to install home monitoring systems.

Rapid communication between homeowners whenever a break-in or theft occurs or when suspicious activity is observed is paramount. If you are the victim of such an incident or see suspicious activity, first call 911 and then send an e-mail to Neighborhood Watch describing what happened so that other residents are aware of the incident. While the Woodlake Facebook page alerts residents to incidents, it is not a substitute for calling 911 and sending an e-mail to watch@woodlakecommunity.com. Thanks for your assistance with this.

RECREATION NEWS AND EVENTS

Food Trucks: Back by popular demand. The Third Saturday Food Truck events were so popular, that we are doing it again this year during the pool season. Check the website and Facebook page for details.

Game Night: The last Wednesday of every month is game night at the Woodlake Clubhouse. Feel free to bring your favorite game. Games start at 7:00.

Library: The library is open to all residents each Monday evening from 5:00-7:00 p.m. (except holidays) at the Woodlake clubhouse. Thanks to the hard work of volunteer Librarian Judy Stenger, there is now an online catalog available through the homepage under the resources pull-down menu. 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.



Exercise Room: The 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.com. Fill out the registration form and fax it to CAS to have your electronic "pool key" activated to use the exercise room.

Clubhouse Rental: The Woodlake clubhouse is available to Woodlake residents for party and meeting rentals. For additional information, visit the website and click on Clubhouse under Contacts. The convenient calendar will let you know if your date is available. The cost is \$25 per hour with a minimum 2 hour charge. Reservations: clubhouse@woodlakecommunity.com

This year, we were delighted to see a new Recreation Committee come to life. The committee organized several events and activities for the community. These included the annual Easter Egg Hunt (many thanks to Brenda Pun for her invaluable organization skills and help!) and Christmas caroling around the neighborhood. New events included a monthly game night at the Clubhouse, a Halloween decoration contest, a very successful chili cook-off contest, a holiday cookie exchange, and our first movie night.



This year, you can look forward to a group outing to a Durham Bulls game, a children's 4th of July parade, and seasonal movie nights at the Clubhouse. Of course, we will continue with our successful events from last year. It's never too early to start thinking about chili recipes and Halloween décor!

Game Night (for adults) takes place on the last Wednesday of every month at 7:00 pm at the Clubhouse. We have a variety of board games (Settlers of Catan, Apples to Apples, and Yahtzee to name a few), and we welcome any that you want to bring, too! The committee also provides snacks and sodas. Hope to see you there soon!

If you are interested in joining the Recreation Committee or helping with a specific event, please email WoodlakeRecreation@gmail.com

Pool: The pool season runs from May 16 - September 27.

LoMo Market: The traveling local farmer's market stops in front of the clubhouse on Wednesdays from 6:30-8:00 pm. For more about them visit <http://lomomarket.com>.



The Annual HOA Meeting will be held on April 28 at the Southwest Library conference room, 4505 S. Alston Ave. In addition to the latest financial report, updates on committee activities and discussion on relevant topics, elections are held to select Board Members. Each year, three members are elected to serve as your representatives on the Board of Directors. If you would like to nominate someone, serve yourself, or request a proxy ballot if you cannot attend, email board@woodlakecommunity.com by April 16.



Photo by Alyssa Boreiko

BUILDING AND GROUNDS

The Buildings & Grounds Committee oversees maintenance of the trails, lake, clubhouse, swimming pool, entrances, and all other WHOA 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 projects, or have concerns or questions, e-mail: grounds@woodlakecommunity.com.

Pond and Lake Nutrient Management: The HOA has spent a significant amount of money over the past five years to reduce the influx of sediment and nutrients into our lake and pond. Review of water quality measurements collected during the past five years indicates that these efforts have reduced the level of phosphorus in the lake (the major cause of lake algae during the summer) by approximately 60%.

To help further reduce nutrient inflows into our lake and pond, homeowners should remember the following:

- Most soils in our area naturally have ample phosphorus. Unless you are doing a major lawn renovation (best done in the fall), phosphorus-containing fertilizers should not be used.
- Fescue (the primary grass in Woodlake) benefits from fall fertilization and needs only a small amount of nitrogen 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.

- All of the storm-water drains in Woodlake empty into our lake and pond. Fertilizer, tree leaves, and grass clippings are significant source of nutrients. Please either mulch and keep these materials on your lawn or flower beds, install a composter, or use a brown bin provided by the city. If you leave these materials on the street or sweep them into the storm-water drains, you are adding to the algae problem in the lake and pond.

Maintenance of Woodlake Owned Property: The HOA owns and maintains approximately 25 acres of community-owned property, including the lake, pond, trails, and much of the wooded areas in the neighborhood. Homeowners should not remove vegetation or perform other maintenance of these areas without first obtaining approval from the HOA, nor should they dump yard waste on HOA property. If you are aware of maintenance work that needs to be done on HOA property or see someone disposing of yard or household waste on HOA property, please either call CAS or send an e-mail to grounds@woodlakecommunity.com.

Canada Geese: 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.com.



Help Keep Woodlake Attractive

The WHOA does monthly neighborhood inspections of Woodlake homes. Two areas of note from recent inspections are need for pressure washing due to mildew and general yard maintenance. Please put these items on your 'spring cleaning' list.

WOODLAKE Cares

Helping One Another

Woodlake Cares, a volunteer organization of neighbors helping neighbors, has been up and running for approximately six months. During that time a group of 20 volunteers have responded to over 100 requests. These requests have primarily included providing meals, giving rides to medical appointments, visiting and checking in on post-surgical residents and dog-walking. We do not provide medical assistance or personal care.

Woodlake Cares is a free service offered to all Woodlake residents 18 years or older. If you know of someone in Woodlake with short-term needs due to illness, birth of a child, injury or other unforeseen situations, please refer them to Woodlake Cares. Since we are comprised of volunteers, we can't promise to meet all needs; but thus far we have been able to fill 95% of our requests.

We welcome volunteers and only ask that you participate in an hour-long orientation. These are 1:1 sessions arranged at your convenience. If you wish to volunteer, contact us at cares@woodlakecares.org or call 919-484-4088.

It has become clear to us that we live in a "dog" community and when the masters are out of commission, help is needed to walk their dogs. We have had many requests for dog-walking. So we are making a special plea for volunteers who can help us fulfill this need.

Woodlake Cares is not affiliated with the Woodlake Home Owners' Association. If you would like more information, visit us on-line at www.woodlakecares.org.



Hurray! Woodlake Cares celebrates with our neighbor, Bruce, as he graduates to crutches! Recently a team of Woodlake Cares volunteers met at Bruce's house to take down his wheelchair ramp which is no longer needed. Last October, Bruce contacted Woodlake Cares and its volunteers were able to help him during his recovery with meals, dog walking, and transportation to the doctor. It was great getting to know Bruce and his partner, Pat, and Woodlake Cares was very happy to lend a hand! Note two of our favorite dogs – Houston and Zephyr!



ARCHITECTURAL REVIEW COMMITTEE

The Architectural Review Committee is a vital part of Woodlake and is one of the reasons that our neighborhood continues to be a desirable place to live. ARC meets once a month on the 3rd Tuesday of the month. Applications should be submitted for review by 6:00 pm on the 2nd Tuesday of the month and can be submitted to arc@woodlakecommunity.com as a pdf file or as paper copy (available on the Woodlake website. Information on what activities require ARC approval and on the application preparation and submittal process is in Section 20 of the WHOA 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.

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 while an already approved project is underway, homeowners should directly contact arc@woodlakecommunity.com. Thank you for working with us in maintaining the beauty of our community.

The ARC would like to add several new members to the committee. Volunteering takes about two hours a month including one meeting a month and some email correspondence. If you would like more information about the committee or are interested in serving on the committee, please send an e-mail to arc@woodlakecommunity.com.

ATTENTION ALL DOG OWNERS



Dog owners are reminded that Section 14.2 of the WHOA Handbook requires that dogs must be on a leash when on WHOA common property, such as the trails, and that Section 4-86 of the Durham County Code of Ordinances requires that your dog be restrained when not on the owner's property. Although you may consider your dog to be well trained, some residents are uncomfortable around unleashed dogs and there are always risks when other dogs are encountered. The WHOA is also concerned about the failure of dog owners to pickup poop left by their pets. If you observe either unleashed dogs on WHOA property or the failure to owners to pick-up after their pets, please send an e-mail to grounds@woodlakecommunity.com providing a description of the dog, the name and address of the owners (if known), and the time, date and location where the dog was seen. Enforcement action can be taken against homeowners who do not comply with WHOA rules.

If you are aware of an animal that is injured, abused, or a nuisance (frequently roaming on others property, harasses walkers, or is dangerous), you should call the Durham County Animal Services Office at 919-560-0630 (manned from 8:00 to 5:00, Monday through Friday) or the Sheriff's Emergency Communications Center at 919-560-0900 in emergency situations.

POOL OPENS MAY 16

The Woodlake swimming pool will be open from May 16 – September 27. The pool is a very popular benefit of living in Woodlake and your help with keeping it safe and clean is greatly appreciated. If you would like to be on the Pool Committee, send an e-mail to pool@woodlakecommunity.com.

To use the pool, you will need to have your electronic key card activated by completing the Membership Verification form that will be posted in the Resources section of the Woodlake website. When you sign the form, you agree to comply with the pool rules and acknowledge that violation of pool rules can result in suspension of pool privileges and other enforcement actions.



One of the rules is the prohibition of glass containers (bottles, glasses, bowls, etc.). Should broken glass get into the pool, our pool maintenance contractor will need to close the area (and potentially drain the pool) to assure that the area is safe. If you want to bring beverages to the pool, bring them in cans or plastic bottles!

If you observe violations of pool rules or have other concerns about the pool, please contact CAS at 919-403-1400 and send an e-mail to pool@woodlakecommunity.com as soon as possible. Please provide a description of persons involved (including their names if known), the incident, and the time. It is difficult to correct problems if you do not notify us until after you get home.

Do your part to make Woodlake safer!

General Interest and Important Dates

- **Be alert!** You can make a big impact on crime by noting anything out of place or suspicious in the neighborhood. If you see suspicious activity or are a victim of crime, contact the police (call 911) and send an e-mail to watch@woodlakecommunity.com.
- **Don't tempt criminals.** Don't leave a purse, laptop or tablet computer, 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 you're away.** 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're at home, he or she will likely move along.



Our neighborhood speed limit is 25 mph. Remember there are pedestrians, pets, and children present. Help keep everyone safe!

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 and e-mail board@woodlakecommunity.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 must 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.

Neighborhood Watch BBQ: This year's neighborhood BBQ will take place on June 6. This is a great chance to meet neighbors you don't know.

Annual Meeting: The Woodlake Homeowners Association Annual Meeting will take place on April 28 at 7:00 p.m. Please note the meeting will be held at the Southwest Library, conference room, 4505 S. Alston Ave.

2015

Dates to Remember

April 4 - Easter Egg Hunt

April 28 - Annual HOA Meeting
7:00 p.m. - Southwest Library Conference Room

May 16 - Pool Opening

May 17 - First Food Truck Event Check website for more information

June 6 - Neighborhood BBQ
6:00 p.m.

July 4 - Neighborhood Parade

September 27 - Pool Closing

Woodlake Homeowners Association
c/o CAS
5915 Farrington Rd., Ste. 104
Chapel Hill, NC 27517

Important Date!
April 28 Annual HOA Meeting
Southwest Library Conference Room