

Woodlake Preservation Association

**Minutes of the Annual Meeting
January 27, 2025**



Explanation of the Minutes Format*

- The slides used by members of the Woodlake Preservation Association Board during the presentation are included along with notes based upon the Presenter's narrative used in conjunction with the slides.
- When the information for the minutes is beyond what could be captured on the original slides, a slide with information important for the minutes has been inserted. This inserted slides are identified with an * after the title.
- At the end of the slides is a summary of the Executive Session held in conjunction with the Annual Meeting.

Agenda

- **Welcome**
- **Roll call and Introduction of Attendees**
- **Introduction of Board**
- **Areas**
 - **2024 Overview – Charley Todd**
 - **Lake Maintenance – Dan Mizer**
 - **Architectural – Robert Patterson**
 - **Web Site – Charley Todd**
 - **Financial Report – Linda Huff**
- **Board Election (two positions)**
- **Questions and Answers Session**

Please
Remain
Muted Unless
Speaking



Introduction of Attendees

The host will call you by the name shown in participants

**Please unmute and introduce yourself with name and address.
Please allow others using the same ZOOM linked device to also introduce themselves**

Attendees*

- A.J. and Lisa Taylor
- Ken and Launa Higbee
- George and Deborah Rogers
- Lesley Mizer
- Nick Duffield
- Suzanne Todd

Board Members Attending*

- Dan Mizer
- Charley Todd
- Linda Huff
- Robert Patterson
- Melanie Long

Woodlake Preservation Association Board

- **Dan Mizer – Term Expires 2025**
- **Linda Huff – Term Expires 2025**
- **Robert Patterson – Term Expires 2026**
- **Melanie Long - Term Expires 2027**
- **Charley Todd – Term Expires 2027**

2024 Activities and Accomplishments

- **Continual Care of Lake**
- **Multiple Payment Methods, to include electronic and credit card, now available to members**
- **Halloween Hayride**
- **Enhanced forms and process for architectural requests**
- **All requests were processed by the Architectural Control Committee**

2024 Activities and Accomplishments (continued)

- **Ongoing communication/notices to all homeowners through email and website**
- **Improved response time to homeowner requests/inquiries**
- **Sending “welcome” informational letters to new homeowners (both sections)**
- **Continued to provide security light at entrance to Woodlake**
- **Flags and decorations at the entrance commemorating holidays**
- **Regular mowing of dam, commons, and front entrance area**
- **Obtaining and sharing information about actions impacting the neighborhood, i.e. the widening of the county portion of Greens Prairie Road**

Notes on Activities and Accomplishments*

- Linda Huff added the following on sharing of information
 - Continual information on items both inside and outside the neighborhood that could impact Woodlake
 - No longer using Nextdoor as an information method
 - Email and website are the primary means of communication

Lake Care

Dan Mizer

Dan thanked everyone who took the time to join the meeting and expressed appreciation to all those who volunteer to help.





Aquatic Vegetation Control

Notes from Dan's Presentation: Our lake is shallow, and may not be the largest, but it is beautiful. He had an interest to serve on the Board because of the lake.

We have been fortunate to have good vendors to work with. One of the best has been John Melvin, President and Owner of Aquatic Remediation Services (ARS). He has over 35 years of experience in lake management. Although he is a paid vendor, he has become like a partner in maintaining the lake. This slide displays lake clover on the surface of the water. John treated the lake for aquatic vegetation three times in 2024; March, August, and November.

Because the lake is shallow, and because of high nutrient run off into the lake from leaking septic systems, and use of fertilizers, we are subject to algae bloom in the warmer months of July, August and even September. John Melvin treated for algae bloom and even used his motor to chop and stir (the chopping and stirring was at no charge).




Animal Control

Critter Control is a franchise service. The technician in the photo is David who has worked with WPA to manage beaver, nutria and gophers. The consensus of the board was that live trapping was the preferred option, and that lethal trapping would displease many residents. The first attempt at trapping beaver was in the spring of 2022. Initial trapping caught six beavers and nutrias. After that it seems the animals became wise to the traps. The second attempt at trapping yielded only 1, and two attempts after that yielded no results. The trapping of gophers, whose crime was the heinous practice of making holes in the dam, was more successful with 16 gophers caught. We continue to monitor and will call upon the trapping service when needed. Dan recommended that residents along the lake put wire mesh around their trees near the lake to protect them from beaver damage..

Dam Mowing


Southern Lawn and Shredding, owned by A&M graduate Phil Ruckel (pictured), shreds the dam twice a year (August and November) to keep brush under control on the dam. This is a Texas Commission on Environment Quality (TCEQ) recommendation. Initially Phil was attaching a shredder to a tractor and mowing the dam “vertically.” While this did shred the dam, it was high risk for the operator, and left ruts on the face of the dam which could lead to erosion. He purchased the shredder shown in this picture. The shredder only weighs about 300 pounds and allows for horizontal paths which improves safety. Southern Lawn and Shredding also removed twelve dead trees from the Commons. Area.





In December of 2024, Southern Lawn and Shredding removed undergrowth from trees on the dam. This make mowing easier, but most importantly it also improves visibility of the dam so that damage, i.e., cracks, holes, or fissures can be promptly addressed.

Vegetation at Base of Trees



Every five years TCEQ inspects the dam. On an earlier inspection they noted erosion on the dam face. Dan Mizer obtained an estimate for the conventional approach, installing rock rip-rap rock to control the erosion. The estimate was \$165,000. The estimate exceeded the total assets of the WPA. Dan Mizer then approached John Melvin about possible solutions. He recommend using Cutgrass, a technique used in Louisiana, as a solution. The cost to sprig the cutgrass was \$5,000. The project involved using Grisham Construction to regrade the face of the dam and then sprigging starts of the Cutgrass every six inches along the face of the dam. Despite drought, the Cutgrass has taken hold. Not only does it stop new erosion it also traps sediment which becomes a type of self-healing for any existing erosion. To make this success story even better, WPA received a donation to cover the cost of the Cutgrass!

Cutgrass Used to Control Erosion

Cutgrass Used to Control Erosion

Cutgrass Used to Control Erosion

Cutgrass used to control erosion



An aerial photograph of Frierson Lake Number 3, a large, dark, irregularly shaped body of water. The lake is surrounded by dense, dark green trees and vegetation. Several residential properties with houses and swimming pools are visible along the shoreline, particularly on the right side. A yellow arrow points from the text 'Primary Emergency Spillway' to a narrow, light-colored channel that branches off from the left side of the lake. The text 'Frierson Lake Number 3' is written in white, slanted font across the middle of the lake.

Primary Emergency Spillway


Issues with the Primary Emergency Spillway were presented during the annual meeting in January 2024, but it remains an open issue. In July of 2022, TCEQ recommended the WPA consider actions to improve the Primary Emergency Spillway. It was in the budget for 2024, but an exceptionally wet summer left the ground too sodden for operation of the heavy equipment needed for improvement. Maintaining a clear channel and effective levees are important to direct overflow away from the dam. If the Primary Emergency Spill way is not operating properly there is a possibility of the overflow diverting to the back of the dam which is very serious problem. The repairs to the Primary Emergency Spillway are included in the budget for 2025



Primary Emergency Spillway



Primary Emergency Spillway



Feral Hogs have damaged areas adjacent to the Levee and the Dam. Dan Mizer has contracted with Southern Lawn and Shredding to remediate the damage. They expect to do it by mid February, weather permitting.

Feral Hog Damage Adjacent to the Levee and the Dam



Feral Hog Damage on Levee of the Primary Emergency Spillway

SERVICE SPILLWAY RISER PIPE REPAIRS

The Service Spillway is located near the middle of the dam. You can identify it by the large cage on top. It operates much like the overflow on a tub. When the lake level reaches the top of the Service Spillway it overflows into the vertical pipe which connects to a horizontal pipe which transports the overflow to the discharge point behind the dam. The picture is of the Service Spillway Rise Pipe before repairs began. The seepage areas are clearly visible. A contractor was hired but was unable to successfully complete the repairs. The contractor returned the full amount paid. John Melvin then began treating the seeping areas with Bentonite Clay from the outside of the riser pipe. The seepage has almost completely stopped.

Fences along property lines in the Commons Area are badly deteriorated. Posts are rotting and boards are loose. Repairs were included in the 2024 budget. However, the equipment needed for the Primary Emergency Spillway repairs is too large to go through the entrance gate. The equipment will enter through a broken section of fence. Rather than needing to immediately take down a portion of the new fence the Board voted to delay fence repairs until the Primary Emergency Spillway repairs are done. The Board expresses thanks to the anonymous individual who did some “clean-up” of the fences. They still need replaced but it looks better than it did.



Dilapidated Fence Along Property Line



Dilapidated Fence

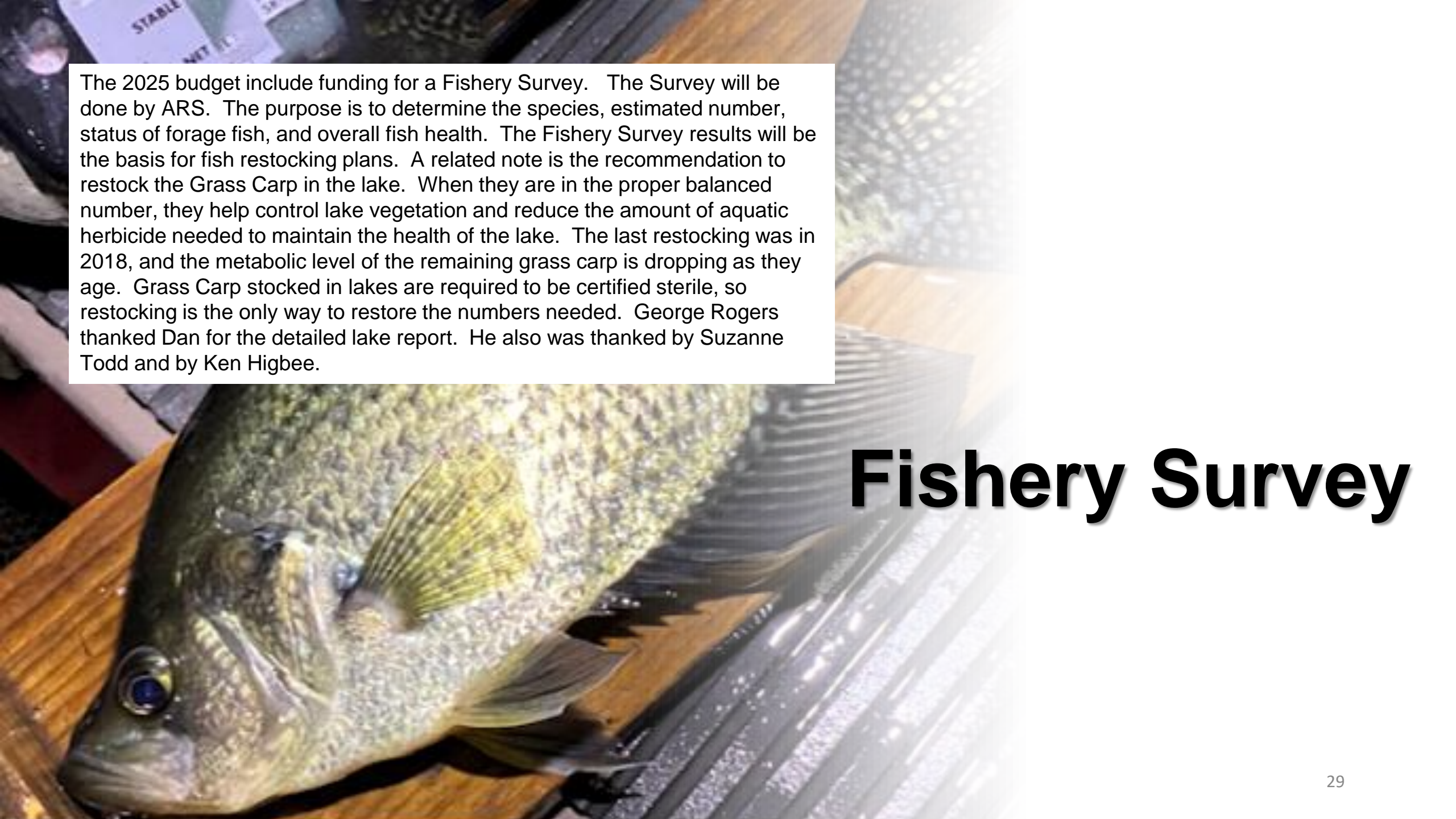
Two of the shallow coves leading into the lake, informally named Riva Ridge Cove and Calumet Cove are shallow stretches of water. The health of these areas has been a concern. A Louisiana firm offered aquatic vegetation removal, followed by an enzyme treatment to deal with organic matter. In the spirit of due diligence, Dan Mizer asked for help from John Melvin to obtain samples of the sediment. The results contained very little organic material. They also took samples from the dock of George and Deborah Rogers. The samples showed that the enzyme treatment was not a good investment, and it was no longer pursued.

Riva Ridge Cove





Calumet Cove



The 2025 budget include funding for a Fishery Survey. The Survey will be done by ARS. The purpose is to determine the species, estimated number, status of forage fish, and overall fish health. The Fishery Survey results will be the basis for fish restocking plans. A related note is the recommendation to restock the Grass Carp in the lake. When they are in the proper balanced number, they help control lake vegetation and reduce the amount of aquatic herbicide needed to maintain the health of the lake. The last restocking was in 2018, and the metabolic level of the remaining grass carp is dropping as they age. Grass Carp stocked in lakes are required to be certified sterile, so restocking is the only way to restore the numbers needed. George Rogers thanked Dan for the detailed lake report. He also was thanked by Suzanne Todd and by Ken Higbee.

Fishery Survey

Architecture Robert Patterson



Basics for Architectural Requests

- Comply with covenants and restrictions (available on website)
- Send request form to:
 - secretary@woodlake.org (not to an individual board member)
 - Include complete description, drawings/plans and show relationship to property lines, etc.
- **Please allow 2-3 weeks for review once all required documents are received**
- **Construction should not start until approval is received**

Architectural Control Committee

- Operates independently as required by Senate Bill 1588 – No WPA Board member, spouse of a WPA Board member, or member of a WPA Board Member household can serve on the ACC
- Requests come through secretary@woodlake.org
- ACC approvals are final
- ACC denials may be appealed to the Board
- Three primary members and two alternate members.
- Quorum of three
- Members are volunteers

Architectural Control Committee Members

Primary Members

Larry Brown

Brian Colwell

Marque Mathis

Alternate Members

Adam Casto

Derry Harrison

Notes from Robert Patterson's Presentation*

- During the initial phase of construction, WPA board members will make a courtesy visit to ensure that what is being constructed is in accordance with the approval granted by the Architectural Control Committee.
- Please send requests, to include required documentation, to secretary@woodlake.org This ensures that a record of the requests and approvals are maintained in the archives.
- Knowing in which phase a property is located is essential for compliance with the Covenants and Restrictions. A plat map and the Covenants and restriction for each phase are located on the website.
www.woodlake.org
- Please note: forms and procedures for Architectural Control are located at the announcements tab on the website.

Website & Communication

Charley Todd



Communication

Notice of monthly board meetings and Zoom link to attend sent out via email

Please email secretary@woodlake.org so that all board members receive the email



Website overview

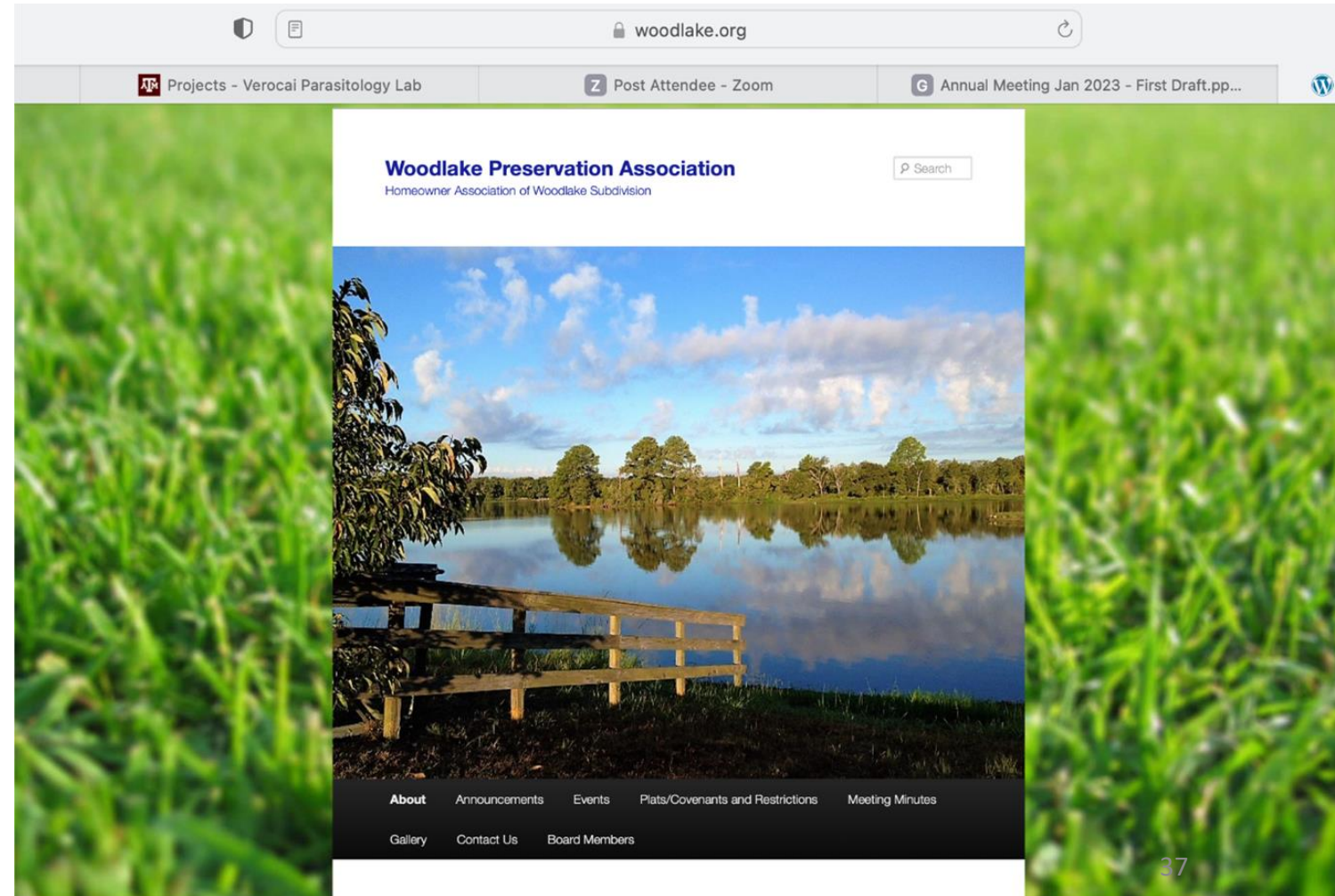
Points of Interest

Covenants and Restrictions

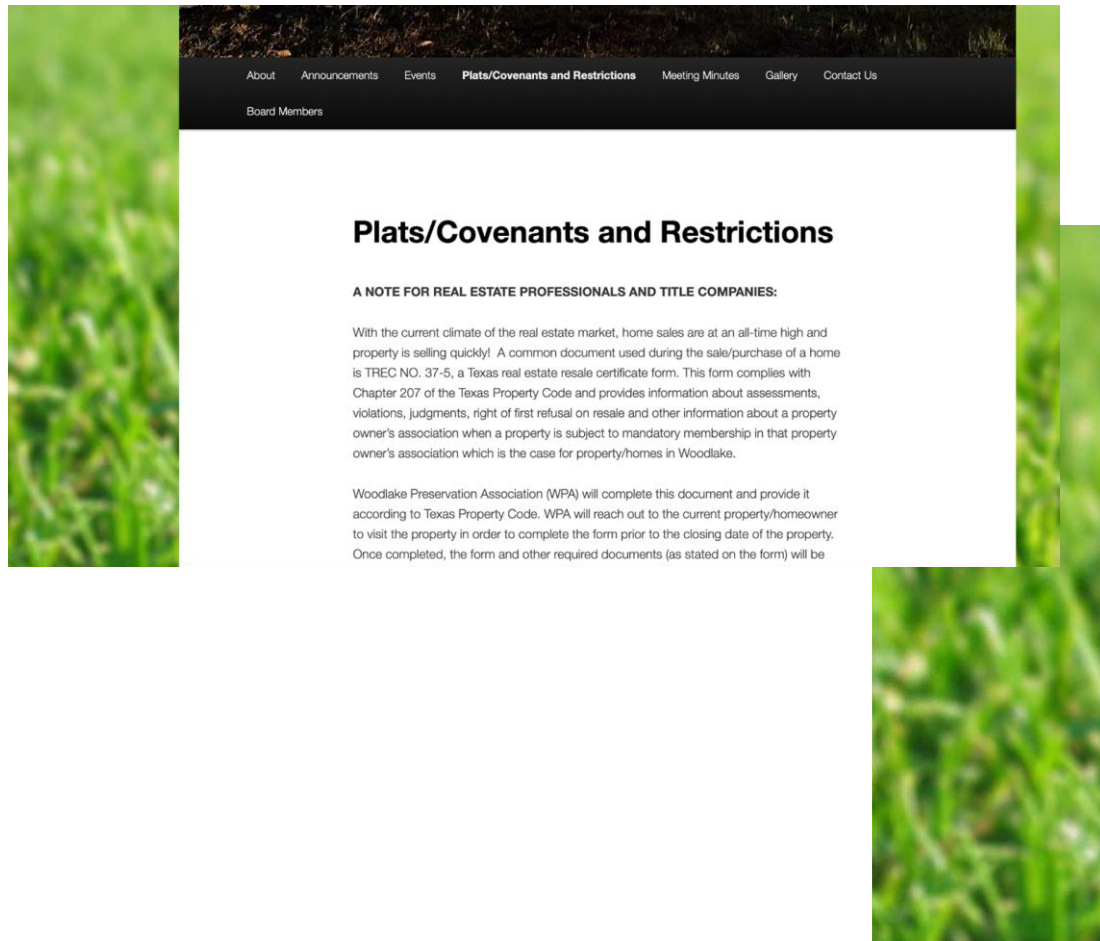
ACC request form

Board meeting minutes

Contact us form



Website overview – Covenants & Restrictions



SECTION 1

Section 1 consists of 77 properties and includes those homes located along the front of the subdivision on Greens Prairie Rd extending down Woodlake Dr. just past the first turn on Riva Ridge Road. We welcome and encourage homeowners in Section 1 to become Associate Members of Woodlake Preservation Association. Associate Members enjoy all of the same amenities as Members, but without voting rights. Please contact secretary@woodlake.org about becoming an Associate Member.

- [Section 1 Original Plat \(180 downloads\)](#)
- [Section 1 Covenants and Restrictions \(215 downloads\)](#)

SECTION 2

Phase 1 consists of 24 properties on the east side of Calumet Trail. Properties located on the west side of Calumet Trail are not a part of Woodlake, but those homeowners access their properties through Woodlake.

- [Section 2, Phase 1 Plat \(118 downloads\)](#)
- [Section 2, Phase 1 Covenants and Restrictions \(113 downloads\)](#)

Phase 2 consists of 39 properties and incorporates properties adjacent to Section One but only on the west side of Woodlake Drive down to the commons area entrance. It also includes those properties on the east side and west side of Riva Ridge Road but only those south from Calumet Trail.

- [Section 2, Phase 2 Plat \(128 downloads\)](#)
- [Section 2, Phase 2 Covenants and Restrictions \(127 downloads\)](#)

Website overview – Meeting minutes

Navigation: [About](#) [Announcements](#) [Events](#) [Plats/Covenants and Restrictions](#) **[Meeting Minutes](#)** [Gallery](#) [Contact Us](#)

[Board Members](#)

CATEGORY ARCHIVES: MEETING MINUTES

October 3, 2022 Board Meeting Minutes

Posted on [October 19, 2022](#) by [Meriam Saleh](#)

Posted in [Meeting Minutes](#)

September 12, 2022 Board Meeting Minutes

Posted on [October 19, 2022](#) by [Meriam Saleh](#)

[WPA meeting 9.12.22](#)


Posted in [Meeting Minutes](#)

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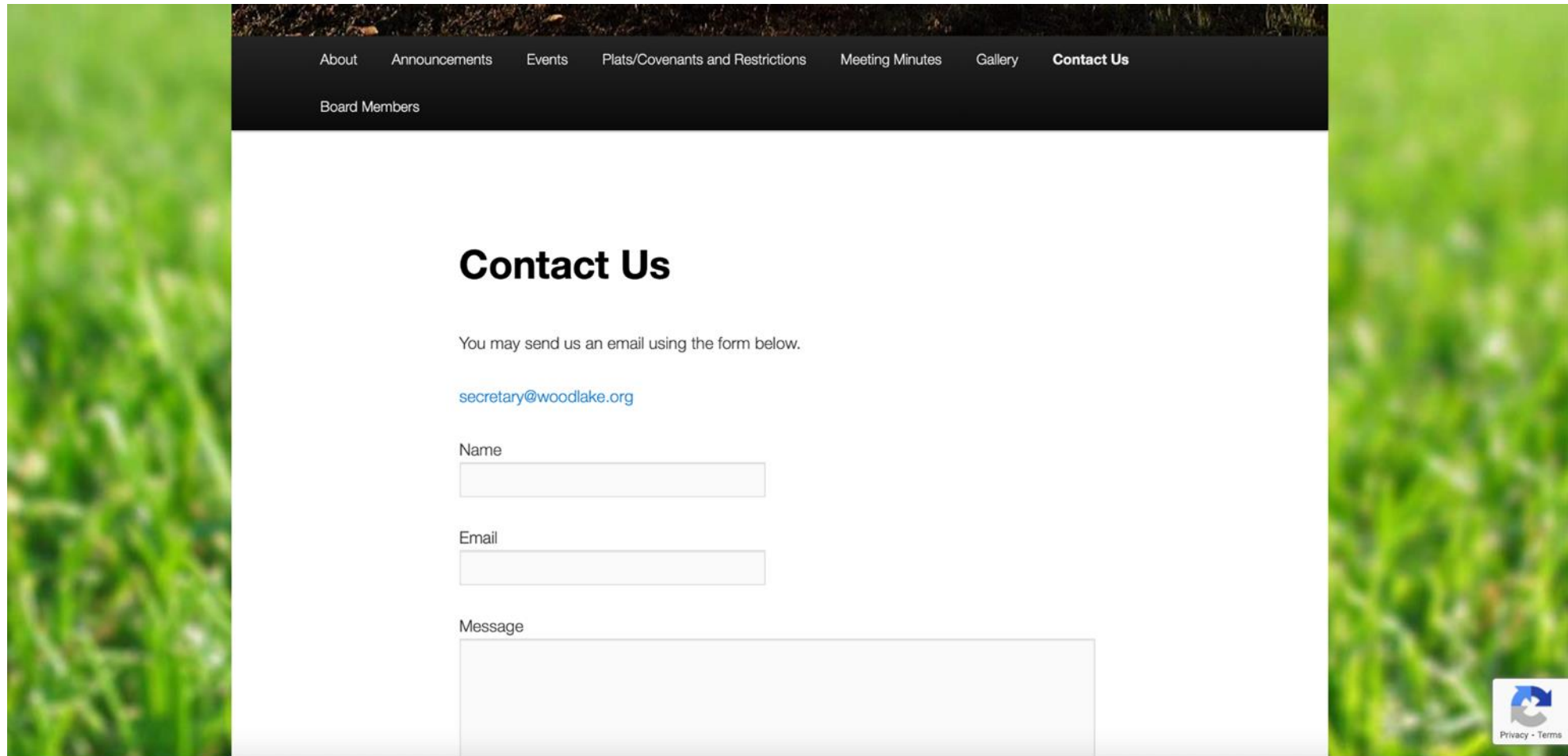
CALENDAR OF EVENTS

January 2023

M	T	W	T	F	S	S
26	27	28	29	30	31	1

[Sign Up](#) [Privacy - Terms](#)

Website overview – Contact Us



Navigation: About, Announcements, Events, Plats/Covenants and Restrictions, Meeting Minutes, Gallery, **Contact Us**

Board Members

Contact Us


You may send us an email using the form below.

secretary@woodlake.org

Name

Email

Message

 Privacy - Terms

Financial Report Linda Huff



2024 Profit and Loss: Assets

Checking Account	
2024 Beginning Balance	\$ 6,028.11
Income - WPA Members	\$ 24,344.00
Income Members - Electronic	\$ 4,165.86
Income - WPA Assoc. Members	\$ 5,440.00
Income - Other	\$ -
Transfer To/From Savings	\$ -
Expenses	\$ 25,263.56
2024 Ending Balance	\$ 14,714.41

Savings Account	
2024 Beginning Balance	\$ 97,563.20
Income - Interest	\$ 1,422.48
Transfer To/From Savings	\$ -
2024 Ending Balance	\$ 98,985.68

Total WPA Balance: \$ 113,700.09

Notes on the Profit and Loss Slide*

From Linda Huff's presentation

The electronic payment by eight members followed successful testing, set up by Linda and executed by board members, to ensure that the system works.

The system is very easy for the user but requires obtaining the desired method of payment from members in advance so that the invoice amount is correct. This is due to different fee levels for direct transfer (ACH), debit card, and for credit cards.

Members pay a higher amount when using the electronic methods to recover the cost charged to WPA by the bank. These variances require continual oversight from the Treasurer, especially if a member chooses a different method of payment than the one they requested.

The electronic options will continue for members in 2025 but will not be offered to Associate members in 2025. This is an area of continuing development.

2024 INCOME

TOTALS

Fees - WPA Members	\$	24,344.00
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Fees - WPA Members Electronic (fees \$66.35)	\$	4,165.86
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Note the fees that were collected from electronic payment and that were included in the invoice.

Fees - WPA Associate Members	\$	5,440.00
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Interest	\$	1,422.48
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Other	\$	<u> -</u>
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TOTAL INCOME	\$	35,372.34
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2024 DEBITS/EXPENSES		TOTALS
Fees - TCEQ fee, bank fee, etc.	\$	292.13
Lake Fees/Dam Maintenance	\$	13,504.68
Mowing (commons area, front entrance, dead tree removal)	\$	6,172.70
Website	\$	562.53
Insurance - Liability & Board	\$	4,361.00
Social Activities	\$	-
Utilities - BTU	\$	145.10
PO Box/Postage/Envelopes/Paper	\$	194.00
Miscellaneous	\$	<u>31.42</u>
TOTAL EXPENSES		\$ 25,263.56

Notes on Debits and Expenses*

Categories help for tracking and budgeting.

The Treasurer presents a Financial Report at each Board meeting.

Linda Huff checked with TCEQ to find out what we receive for the water fee we pay them. The answer was nothing. However, if it is not paid, we forfeit our water rights to the lake. Therefore, we pay it.

The bank returned a check from a Homeowner for insufficient funds. That amount is included in the fees line.

Most of the Website amount was paid to Morning Owls for maintaining the email and platform.

The payment to BTU is for a security light located at the front entrance.

Miscellaneous includes \$2.00 in annual property tax for the Commons.

Required/Typical Costs by Category – 2025 Budget

Lake Fees/Dam Maintenance (Weeds **\$2,800**, Gophers **\$1,500**, Dam shredding **\$4,400**), Spillway repairs/seeding (\$20,275.23-2025 quote - \$8,250 from 2023 budget, \$5,000 from 2024 and \$4,383 from reserves) **\$2,642.23**, Water Hydroseed **\$1,000**, Commons fence repair (\$7,725 from 2024; 2025 cost increase **\$1,159**), TCEQ Watermaster Fee **\$101**

***Items in red total →→→→→→→→→→→→** \$ 13,602.23

Mowing (Commons, entrance) \$ 7,000.00

Website (\$36/mnth, SSL&Domain \$35/annually) \$ 467.00

Insurance - Liability & Board \$ 4,700.00

Utilities - BTU (\$12.07/month) \$ 150.00

PO Box/Postage/Envelopes/Paper \$ 225.00

Social Functions \$ 150.00

Total \$ 26,294.23

Budget – Notes*

- We look at recurring costs
- We look at costs that would improve Woodlake
- Some items cannot be projected, i.e. last year was wetter than expected so mowing costs were higher than budgeted
- Savings help cover unexpected costs
- Budgeted income only includes mandatory dues from Section 2 homeowners
- The Board works well at dealing with unexpected items, i.e. authorizing expenditures from reserves (savings) when necessary.

2025 Budget Proposed Discretionary Projects

Restocking grass carp	\$ 3,736.00
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Fish survey	\$ 1,750.00
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Fish re-stock estimate	\$ -
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New Website Development	<u>\$ 1,000.00</u>
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Total	\$ 6,486.00
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Grand Total (Everything) \$ 32,780.23

Per Lot Fee \$ 394.94

2025 Maximum 20% over \$340 2024 fee \$ 408.00

We are mindful of our members
when setting the annual dues
amount.

Approved 2025 Fee \$ 395.00

Questions and Answers about the Financial Presentation*

Q: AJ Taylor - I received an invoice for my Associate Membership but there was not an electronic payment option. I do not like to send checks in the mail.

A: Linda Huff- The electronic payment by eight section 2 members followed successful testing, set up by me as treasurer and executed by board members, to ensure the system works. The system is very easy for users but requires obtaining the desired method of payment from members in advance so that the invoice amount is correct. This is due to different fee levels for direct transfer (ACH), debit card, and for credit cards. Members pay a higher amount when using the electronic methods to recover the cost charged to WPA by the bank. These variances require continual oversight from the Treasurer, especially if a member chooses a different method of payment than the one they requested.

The electronic options will continue for members in 2025 but will not be offered to Associate members in 2025. This is an area of continuing development

Questions and Answers About the Financial Presentation (cont)*

Q: A.J. Taylor - What is the plan for savings? Have you considered an option with higher returns interest-bearing CD or Treasury notes?

A: Linda Huff - Savings are for unexpected critical requirements, interest-bearing damage to the dam. As you heard in Dan Mizer's presentation the estimate for rip-rap rock was \$165,000, and that estimate is four years old! Savings are the only way to not be forced to make an assessment to members if a repair is needed that is beyond funds available from that year's income.

We will consider the possibility of better interest-bearing options in the February Board meeting.

Questions and Answers About the Financial Presentation (cont)*

Q: A.J. Taylor-Have you considered obtaining 501C3 status?

A: Linda Huff - This was researched previously and was deemed not feasible

Q: A.J. Taylor-Would you be willing for me to make some inquiries to attorney friends about obtaining 501C3 status?

A: Dan Mizer-yes, Linda Huff-yes

Election Charley Todd

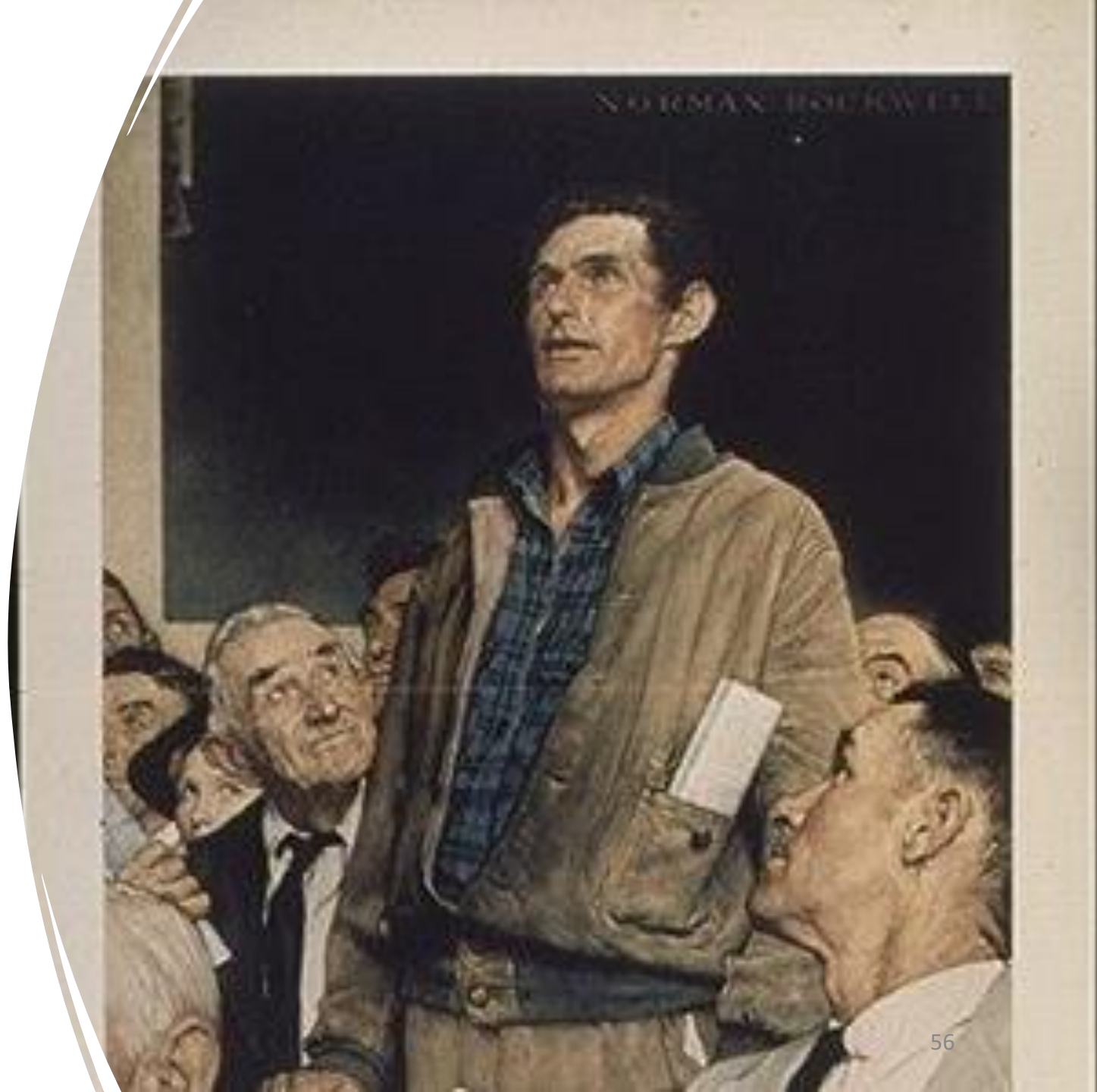


Election

- Election of 2 members. Terms for newly elected members will expire in 2028.
- Expiring Terms
 - Dan Mizer
 - Linda Huff
- Election will be by poll in ZOOM
- Phase II members only
- Candidates
 - Dan Mizer
 - Linda Huff
- Because there are only two candidates for two positions, this will be done as an affirmation vote
- You will be able to vote yes or no for each candidate. The questions duplicate so that both members of the household may vote
- Be sure to click submit at the bottom of the poll after you have selected your answers

100% affirmed Linda Huff and Dan Mizer to serve on the Board

Questions and Answers



Question and Answer Session*

Ken Higbee – thanks to the two board members (Dan Mizer, Linda Huff) who volunteered to continue on the Board

Linda Huff provided the following update on the Greens Prairie Road (county portion) widening

Linda was contacted by a City of College Station Assistant Land Agent. Brazos County will do the widening but once it is finished it will change to the City of College Station for maintenance.

Each of the Woodlake Entrance Signs (the brick ones) are on homeowner's land. An easement was given for the signs by the homeowners when the neighborhood was developed. The County will remove the signs as part of the widening project. The County will not provide new signs. Placing signs would require obtaining easements and paying for construction

WPA has paid for a security light for many years will cease. It will cease to be needed at some point. The widening plans call for street lighting.

Letters were sent out on December 18, 2024, to homeowners who will lose property during the widening.

It could take 3-5 years for project completion



End of the General Session of the Annual Meeting of the WPA

Summary of the Executive Session*

Attendees

Charley Todd
Linda Huff
Dan Mizer
Robert Patterson
Melanie Long

First order of business: Reconstitution of the Board

Dan Mizer made a motion that Dan Mizer serve as the Vice President for Lake affairs. Charley Todd seconded the motion. All were in favor.

Linda Huff made a motion that Linda Huff serve as Treasurer. Charley Todd seconded the motion. All were in favor.

Melanie Long made a motion that Melanie Long serve as Secretary. Charley Todd seconded the motion. All were in favor.

Robert Patterson made a motion that Robert Patterson serve as Vice President at Large. Charley Todd seconded the motion. All were in favor.

Charley Todd made a motion that Charley Todd serve as President. Dan Mizer seconded the motion. All were in favor.

Summary of the Executive Session (cont.)*

Summary of the reconstitution of the Board

President – Charley Todd, term expires Jan. 2027

Vice President for Lake Affairs – Dan Mizer, term expires Jan. 2028

Vice President at Large – Robert Patterson, term expires Jan. 2026

Treasurer-Linda Huff, term expires Jan. 2028

Secretary – Melanie Long, term expires Jan. 2027

Summary of the Executive Session (cont)*

Dates and times of future Board Meeting (all meetings are tentatively via ZOOM and all dates are tentative until announcement is sent)

Tuesday February 11 @7:00 PM

Tuesday March 18@7:00 PM

Tuesday April 8@7:00 PM

Tuesday May 20@7:00 PM

Tuesday June 10@7:00 PM

Tuesday July 8@7:00 PM

Summary of the Executive Session (cont)*

Charley Todd made a motion that \$1,050 be allocated for repair of the Feral Hog damage in the dam and emergency spillway area. Linda Huff seconded the motion. All approved

The following action was previously completed via email. It is included here so that a record of the action is kept in the minutes of the Board.

Action: appointment of Melanie Long to serve the unexpired portion of a term. The vacancy was due to resignation of a Board Member. This action is in accordance with the Bylaws of the Woodlake Preservation Association. The term expires in January of 2027.

The four remaining members of the Board, Charley Todd, Linda Huff, Dan Mizer and Robert Patterson voted unanimously via email for the appointment of Melanie Long to the Board on January 6, 2025. Melanie Long accepted the appointment, via email, on January 22, 2025



End of the Executive Session of the Annual Meeting of the WPA