

Wolf Creek Ranch Owners Association Board of Directors Meeting Minutes

Teleconference Meeting of January 30, 2021

Board Member Attendees

John Manton
Carol Weathers
Cindy Taniguchi
Lyn Mefford

Lee Kinard
Tommy Skinner
Rick Ramos

WCR Property Owner Attendees

Bill Bishop
Eliza Bishop
Kim Taniguchi
Terry Stracke
Mark Stracke
Mike Burkett
Chris Burkett

Andy Gray
Anne Marie Gray
David Zaunbrecher
Betty Saenz
Pete Mefford
Kay Lester
Patti Skinner

Other Attendees

Nelda Duff

Attachments

- Draft minutes of December 19, 2020 (Exhibit A)
- WCROA Treasurer Report (Exhibit B)
- Proposed 2021 Operating Budget (Exhibit B)
- WCROA 2021 Election of Directors Ballot (Exhibit C)
- WCROA Working Maintenance List for 2021 (Exhibit D)
- DRB Construction Status List (Exhibit E)

Business

Having confirmed a quorum of Directors present (by roll call) to conduct the business of the WCROA, President Carol Weathers called the Board of Directors meeting to order at 9:03am, Saturday January 30, 2021. Attendee sign-in was conducted by electronic record made by the telephonic system and announcement of individual attendees on the call. (Secretarial Note: This meeting's draft agenda and exhibit documents were distributed to Board Members and Property Owners via the WCROA website and by email on January 26, 2021.)

1. **Draft Meeting Agenda Review and Approval.**

Carol Weathers asked Board Members if all had reviewed the meeting agenda and whether there are change recommendations. No changes recommendations were heard. A motion was made by Lyn Mefford to accept the draft agenda as presented. The motion was seconded by Rick Ramos and was passed unanimously by roll call vote of Board Members.

2. **Property Owner Comments.**

Carol Weathers opened the floor to Property Owner for comments and/or questions.

New Property Owners, Mike and Chris Burkett (ER-7A), were welcomed to the community and gave a brief introduction.

Items for Action

3. **Review and Approval of draft WCROA Board Meeting Minutes.**
WCROA Board Meeting Minutes of December 19, 2020 were presented for review and approval (see Exhibit A). A motion was made by Tommy Skinner and seconded by Rick Ramos to approve draft minutes for December 19, 2020 as presented. Carol Weathers asked for additional discussion; none was had. A roll call vote, by Board Member name, was taken and the motion was approved unanimously.
4. **Discuss and Appoint DRB Chair and Members.**
Carol Weathers asked Lyn Mefford if she would continue to serve as WCR DRB Chair. Lyn accepted the role and thanked her Committee Members, Lee Kinard and Helen Piechowski. Both Lee (Vice Chair) and Helen (Member at Large) have agreed to continue with the DRB as well. A motion was made by Rick Ramos to appoint the 2021 DRB as discussed. The motion was seconded by John Manton. With no further discussion, the motion was passed unanimously by roll call vote of Board Members.
5. **Discuss and Appoint Maintenance Committee Chair and Members.**
Rick Ramos announced that he will step down from serving on the Maintenance Committee, but would instead like to serve as a Board liaison to the Maintenance Committee. This change would open a spot on the Maintenance Committee for a new member. Eliza Bishop was asked by Carol Weathers and did agree to continue as Maintenance Committee Chair. Kim Taniguchi was asked by Eliza Bishop, and did agree to serve as Vice Chair. Eliza highlighted major activities addressed by the Maintenance Committee, and invited those interested in participating on the Committee to please contact her directly. One (1) additional Committee member will be announced at the next Board Meeting. John Manton motioned to appoint Eliza Bishop as Maintenance Committee Chair and Kim Taniguchi as Vice Chair and Rick Ramos as Board Liaison. The motion was seconded by Lyn Mefford and passed unanimously by roll call vote of Board Members.
6. **Discuss and Act on Proposed 2021 Operating Budget.**
John Manton provided an overview of 2020 budget spending and of liabilities and equity. John stated that 2020 dues are paid in full by all WCROA Property Owners, and that collection of 2021 dues will continue into February for those paying the full assessment up front. In discussion about the Proposed 2021 Budget, John pointed out that a sum of annual dues and cattle grazing lease payments are available for ranch operations, totaling \$187,600.00. There is need for having a continuous minimum of \$10K-15K held in retained earnings to serve as a financial cushion. Rick Ramos added that the FireWise expense is increased so that a 4th water tank with greater capacity may be constructed on the east side of the Ranch.

Lee Kinard motioned that the proposed 2021 Budget be accepted as provided. The motion was seconded by Tommy Skinner. In additional discussion, Eliza Bishop asked about 2020 contingency and dock repair funding, to which John clarified that these funds will be held in retained earnings. Eliza also pointed out that the 2021 Road Reserve Fund contribution is decreased from \$40K to 35K. John confirmed that this is necessary to fund the water tank construction, and that the Road Reserve Plan going forward is

shown in meeting attachments (Exhibit B). A roll call vote of Board Members was taken and the motion was passed unanimously.

7. **Discuss and Appoint Fence Replacement and Cattle Grazing Lease Committee.**
With the departure of Warren Dold from WCR, Carol Weathers stated that she has asked Mark Stracke to take the reins in managing WCR perimeter fence replacement and Cattle Grazing lease needs. Mark has accepted this task, spoken with Warren Dold to exchange information, and will meet with David (cattle owner) next week. A motion was made by John Manton to accept Mark Stracke as Chair of the Fence Replacement and Cattle Grazing Lease Committee. The motion was seconded by Lyn Mefford. A roll call vote of Board Members was taken by Carol Weathers, giving unanimous approval.
8. **Discuss and Approve 2021 Board of Directors Election Ballot Language.**
Nelda Duff outlined the WCROA Board of Directors election process and timeline. There are two positions open for election (Lyn Mefford and Tommy Skinner). Lyn Mefford reminded everyone that votes cannot be stacked, meaning that two votes must be cast for two separate candidates. All nominations are welcome, including self-nominations. Board Members may be contacted with questions from Property Owners. All Board roles are voluntary. Rick Ramos added that ballots are maintained by Nelda and are held confidentially. A motion was made by Lyn Mefford to accept the ballot language as presented for the 2021 election. The motion was seconded by Rick Ramos and passed unanimously via roll call vote of Board Members.

Committee Reports

9. **Maintenance Committee – Eliza Bishop.**
Rick Ramos and Kim Taniguchi were given appreciation for their work with the Maintenance Committee in 2020. Eliza highlighted the new Committee Work List for 2021, which is included in the meeting attachments (Exhibit D).
10. **Design Review Board – Lyn Mefford.**
A review of construction project status was given, highlighting near-completion projects for the Lester's (February) and the Shuta's. A full list of DRB activity is provided in meeting attachments (Exhibit E).
11. **Managed Land Deer Program – Helen Piechowski.**
Nelda Duff presented on behalf of Helen Piechowski, reporting that deer harvesting will end on February 20th. Thus far, 13 deer have been harvested this season. John Manton added that Helen also takes care of the WCR Deer Census, which is posted on the web site. Mark Stracke confirmed with Nelda that Property Owners wanting deer meat have been contacted.
12. **Fence Report – Mark Stracke.**
The 6-string barbed wire fence replacement (3390') project for 2020 has been completed, terminating near the Snyder's place. Mark plans to retrieve the old barbed wire this week. Property owners may contact Mark if they would like to have old barbed wire. Mark proposed that the annual fence replacement project be moved from the 4th quarter to the 1st quarter of each year, and allow \$9K to be spent now rather than waiting until the end of the year. John Manton stated that this can be done, but that Mark should first check with him to ensure adequate dues have been received for 2021.
13. **Welcome Committee Report – Toni Grigsby.**
Carol Weathers presented on behalf of Toni Grigsby. There are 4 new property owners: Fred and Claudia Machell, Mike and Chris Burkett, Jeff and Misa Ono Stukuls, and Brian

Grigsby. Discussion was had about having a Facebook page for Wolf Creek Ranch for sharing open discussions. John Manton will look into this.

14. Middle Gate Enhancement Report – Betty Saenz.

The design phase of the project is underway. Betty will meet with Eliza Bishop to look at rock placement. Landscaping rocks and plants are needed.

15. Dock Committee Report – Lee Kinard.

No update is available at this time.

Items for Discussion

16. Round Up.

Carol Weathers noted that the ongoing pandemic still limits us from meeting in large groups. Depending on how vaccination distribution and virus spread occurs in the next few months, the Board will look at ways to hold this annual event.

17. Formalizing WCROA Board Officer Roles.

Cindy Taniguchi summarized need for constructing formal role descriptions and operational guidelines for the 4 Officer roles in the WCROA Board of Directors (President, Vice President, Treasurer, and Secretary). These role descriptions can be drafted by Board members so that specific tasks, skill set needs, and recurring procedures are defined adequately and available in writing. The goal would be to carry forward acquired knowledge and operational routines consistently as Board membership changes occur over time. Lyn Mefford voiced support for this concept and Carol Weathers agreed that the Board will make this effort internally.

18. WCR Property Owner Forums.

Discussion was had about holding bi-annual Property Owner forums, whereby residents can have an exchange of ideas about issues owners would like for their Board to address. The focus would be for discussion only, not for decision-making. Rick Ramos added that this would be a way to promote unstructured, face-to-face idea sharing in an open forum, separate from formal Board meetings.

A motion to adjourn the teleconference meeting was made by Lee Kinard and seconded by John Manton. The motion was approved unanimously by roll call vote of Board Members. The meeting was adjourned at approximately 10:50am.

Recorded and certified by:


Cynthia Taniguchi, WCROA Secretary

4-24-2021
Date

Wolf Creek Ranch

From: TurboBridge <support@turbobridge.com>
Sent: Saturday, January 30, 2021 10:51 AM
To: wolfcktx@tstar.net
Subject: TurboBridge Conference Report for 223-5534 WCROA BOD Mtg Jan-30-2021 08:54 AM

Conference Summary Report

Thank you for using TurboBridge.



Bridge: WCROA BOD Mtg
223-5534

Start: Jan-30-2021 8:54 AM
End: Jan-30-2021 10:50 AM
(GMT-06:00) Central Time (US & Canada)

Participants: 17
Duration: 116 minutes
Total Usage: 1691 minutes (116 Toll-Free, 1575 Toll, 0 Other)

Caller Number	Location	Name	Access	Host?	Joined	Departed	Minutes
+1 (832) 942-3074	TX	Cindy Taniguchi	Toll	Yes	8:54 AM	10:50 AM	117
+1 (512) 756-0707	BURNET, TX	WCR Office JManton	Toll-Free	Yes	8:54 AM	10:50 AM	116
+1 (713) 851-1643	HOUSTON, TX	Tommy Skinner	Toll	Yes	8:55 AM	10:50 AM	115
+1 (713) 598-3616	HOUSTON, TX	BISHOP WILLIAM	Toll		8:55 AM	10:50 AM	115
+1 (512) 756-2059	BURNET, TX	Lyn Mefford	Toll	Yes	8:55 AM	10:50 AM	115
+1 (817) 999-3127	GLENDALE, TX	LESTER RANDOLPH	Toll		8:56 AM	10:50 AM	115
+1 (512) 755-0451	BURNET, TX	Mefford Ellyn	Toll		8:56 AM	10:50 AM	114
+1 (512) 942-9023	GEORGETOWN, TX	GRAY ANDREW	Toll		8:57 AM	10:50 AM	114
+1 (832) 315-8006	DICKINSON, TX	STRACKE MARK	Toll		8:57 AM	10:50 AM	114
+1 (281) 728-2564	HOUSTON, TX	WIRELESS CALLER	Toll		8:57 AM	10:50 AM	114
+1 (830) 613-7651	MARBLE FLS, TX	Lee Kinard	Toll	Yes	8:58 AM	10:50 AM	113
+1 (281) 702-6837	HOUSTON, TX	Kim Taniguchi	Toll		8:58 AM	8:59 AM	1
+1 (972) 672-7842	GRANDPRARI, TX	Rick Ramos	Toll	Yes	8:59 AM	10:50 AM	112
+1 (281) 702-6837	HOUSTON, TX	Kim Taniguchi	Toll		8:59 AM	9:19 AM	21
+1 (512) 986-6028	LEANDER, TX	SAENZ, RAFAEL	Toll		9:00 AM	10:50 AM	111

+1 (512) 695-8968	AUSTIN, TX	BURKETT MIKE	Toll	9:00 AM	10:33 AM	93
+1 (281) 702-6837	HOUSTON, TX	Kim Taniguchi	Toll	9:19 AM	10:50 AM	91

Portions of this conference call were recorded. You may access this recording by selecting the following link:
[Recording](#)

Playback Recording Number: 19 (115 minutes 1 seconds)

To listen to the recording by phone, please log into your control panel and enable **Recording Playback** in Settings. When enabled, you can listen to the recording by dialing [+1 \(215\) 644-7700](#) followed by Conference ID **223-5534#** and Recording Number **19#**.

[Click here](#) to assign a reference label to this conference for project-tracking purposes.

To stop receiving these activity reports, please contact your account administrator John Manton (johnmantoniii@hotmail.com), or TurboBridge Support at support@turbobridge.com.

WCROA BOD Mtg
223-5534

Jan-30-2021 8:54 AM
Jan-30-2021 10:50 AM
(GMT-06:00) Central Time (US & Canada)

nts: 17
: 116 minutes
age: 1691 minutes (116 Toll-Free, 1575 Toll, 0 Other)

Member	Location	Name	Access	Host?	Joined	Departed	Min
42-3074	TX	Cindy Taniguchi	Toll	Yes	8:54 AM	10:50 AM	1
56-0707	BURNET, TX	WCR Office JManton	Toll-Free	Yes	8:54 AM	10:50 AM	1
51-1643	HOUSTON, TX	Tommy Skinner	Toll	Yes	8:55 AM	10:50 AM	1
98-3616	HOUSTON, TX	BISHOP WILLIAM	Toll		8:55 AM	10:50 AM	1
56-2059	BURNET, TX	Lyn Mefford	Toll	Yes	8:55 AM	10:50 AM	1
99-3127	GLENDAL, TX	LESTER RANDOLPH	Toll		8:56 AM	10:50 AM	1
55-0451	BURNET, TX	Mefford Ellyn	Toll		8:56 AM	10:50 AM	1
42-9023	GEORGETOWN, TX	GRAY ANDREW	Toll		8:57 AM	10:50 AM	1
15-8006	DICKINSON, TX	STRACKE MARK	Toll		8:57 AM	10:50 AM	1
28-2564	HOUSTON, TX	WIRELESS CALLER	Toll		8:57 AM	10:50 AM	1
13-7651	MARBLE FLS, TX	Lee Kinard	Toll	Yes	8:58 AM	10:50 AM	1
02-6837	HOUSTON, TX	Kim Taniguchi	Toll		8:58 AM	8:59 AM	
72-7842	GRANDPRARI, TX	Rick Ramos	Toll	Yes	8:59 AM	10:50 AM	1
02-6837	HOUSTON, TX	Kim Taniguchi	Toll		8:59 AM	9:19 AM	2
86-6028	LEANDER, TX	SAENZ, RAFAEL	Toll		9:00 AM	10:50 AM	1
95-8968	AUSTIN, TX	BURKETT MIKE	Toll		9:00 AM	10:33 AM	9
02-6837	HOUSTON, TX	Kim Taniguchi	Toll		9:19 AM	10:50 AM	9

DRAFT AGENDA
WCROA BOARD OF DIRECTORS TELECONFERENCE MEETING
Saturday, January 30, 2021

- * Call Teleconference Meeting to Order by Carol Weathers
- * Confirm Board Quorum (Roll Call)
- * WCR Attendee Sign-in Sheet (Telephone Records)
- * Approval of January 30, 2021 Draft Agenda for WCROA Meeting
- * WCROA Member Comments

ITEMS FOR ACTION

- * Approve Draft Minutes of December 19, 2020 Special Called Tele. Meeting (Exhibit-A)
- * Discuss and Appoint Design Review Board Chair and Members
- * Discuss and Appoint Maintenance Committee Chair and Members
- * Treasurer Report & Review and Act on Proposed 2021 Budget (Exhibit-B)
- * Discuss and Appoint Chairman for Fence Replacement and Grazing Lease
- * Review and Act on 2021 Board of Directors 2021 Ballot Language (Exhibit-C)

COMMITTEE REPORTS

- * Maintenance Report (Exhibit-D) - Eliza Bishop
- * DRB Report (Exhibit-E) - Lyn Mefford
- * Managed Land Deer Program - Helen Piechowski
- * Fence replacement report - Mark Stracke
- * Welcome Committee report - Toni Grigsby
- * Middle Gate Enhancement report - Betty Saenz
- * Dock Report - Lee Kinard

ITEMS FOR DISCUSSION

- * Round Up
- * Clarifying WCROA Board Officer Duties
- * Evaluate the possibilities of conducting public Ranch Owners Forums once or twice a year

Adjourn WCROA Board Meeting and convene for Executive Session (As allowed under Chapter 209 of the Texas Property Code).

Adjourn the Executive Session and reconvene the WCR Board Meeting.

WCROA Board action on any applicable business discussed in Executive Session.

ADJOURN WCROA Board of directors Teleconference Meeting.

Wolf Creek Ranch Owners Association Board of Directors Meeting Minutes

Special Called Teleconference Meeting of December 19, 2020

Board Member Attendees

John Manton
Carol Weathers
Cindy Taniguchi
Lyn Mefford

Lee Kinard
Tommy Skinner
Rick Ramos

WCR Property Owner Attendees

Bill Bishop
Eliza Bishop
Kim Taniguchi
Terry Stracke
Mark Stracke
Sue McLelland

Bill Comegys
Aaron Shuta
Chan Wong
Pete Mefford
Kris Kwolek
Kay Lester

Other Attendees

Nelda Duff

Attachments

- Draft minutes of November 14, 2020 (Exhibit A)
- WCR 2020 Budget Amendment Proposal (Exhibit B)
- Proposed 2021 Operating Budget (Exhibit B)

Business

Having confirmed a quorum of Directors present (by roll call) to conduct the business of the WCROA, President Carol Weathers called the Board of Directors meeting to order at 9:00am, Saturday December 19, 2020. (Secretarial Note: The draft agenda, draft meeting minutes and 2020/2021 budget proposals were distributed via the WCROA website and by email for Board Member and Property Owner review.)

1. **Draft Agenda Review and Approval.**

Carol Weathers asked for a change to the draft meeting Agenda to replace the word "Amended" with the word "Reallocated." Lyn Mefford moved that the Board accept the Agenda as amended by Carol Weathers. The motion was seconded by Tommy Skinner and passed unanimously by roll call vote of Board Members.

2. **Statement Provided by Carol Weathers.**

Before starting the meeting, Carol Weathers asked to address some of the information shared with Property Owners earlier in the week via email from Bill Comegys and Chan Wong.

For the record, it was said that we [the Board] sent the [chicken] survey out without any input from Chan. The "pros" on the survey came directly from Chan. It was implied that the Board does not listen to the owners. In our last meeting, on November 14, the Board had the opportunity to vote against moving forward on changing CC&R 8.9, but we [the Board] did not. It was then we decided to produce a survey, which Chan had requested. It

was questioned whether I [Carol Weathers] was telling the truth about getting legal advice on this matter. I met with Tyler Rockafellow twice, once on February 19, 2020 and again on March 5, 2020. Both times he expressed, in his opinion, that changing CC&R 8.9 would not benefit Wolf Creek. His main concern was if we open the door to having chickens, the next request could be for goats, or pigs or llamas. How do we say no to those requests if we have allowed chickens? It is the Board's responsibility to maintain the integrity of Wolf Creek Ranch. The Ranch was developed as a residential community and this is what property owners bought into when they purchased their property. The Covenant Review Committee has spent hours discussing this issue and hours meeting with Property Owners. Our first meeting about chickens was January 22, our next meeting with 2 Property Owners was on July 23 and then we met again with Chan on November 12. We, as a Board, respect and appreciate the time and effort that was put into this issue and developing a survey was a way to get the pulse of Property Owners. Some may complain about the timing; our desire was to get this done before the holidays, while Property Owners were still at home. We will have the results after we take care of other business. Thank you for letting me address this issue.

3. Property Owner Comments.

Carol Weathers opened the floor for Property Owner comments and/or questions. No questions or concerns were raised.

Items for Action

4. Review and Approval of draft WCROA Board Meeting Minutes.

WCROA Board Meeting Minutes of November 14, 2020 were presented for review and approval (see Exhibit A). Carol Weathers asked for changes, amendments or edits to draft minutes. A motion was made by John Manton and seconded by Lee Kinard to approve draft minutes for November 14, 2020. No further discussion was heard. A roll call vote, by Board Member name, was taken and the motion was approved unanimously.

5. Discuss and Act on Amended 2020 Budget Proposal.

John Manton opened discussion regarding the 2020 Budget amendment proposal, noting that unused funds from the 2020 operating account were used to pay legal expenses in lieu of using rainy day funds. The 2020 budget proposal will continue funding dock repairs (\$6,000) and firewise (\$2696) as carry over to the 2021 budget. The proposal designates \$1,000 of the contingency fund to cover the balance of legal expenses. The operating fund remains healthy and there are sufficient funds available for January 2021 operations.

A motion to approve the reallocated budget for 2020 was made by Tommy Skinner and seconded by John Manton. Cindy Taniguchi asked for and received confirmation that Financial Reports provided by our accounting firm for the November Board meeting remain unapproved and are not included with this budget motion.

Rick Ramos remarked that spending for December 2020 is not yet included in the 2020 budget report, and that actual spending may be slightly different when that information becomes available. Also, spending on dock repairs may require funding from savings (equity). WCROA does have some cushion to draw from. Dock and firewise underspend are going to be carried over to the 2021 budget. As WCROA is a relatively fixed income organization, we can utilize underspending in some areas to offset overspending in other areas. We know that we are going to have a higher spending budget in 2021.

John Manton confirmed that the only specific carryovers to 2021 are for firewise and dock repair. John also commented that he and Nelda met with Charity Taber, CPA, who is accepting of the budget reallocation. Lyn Mefford noted that the Board should expect accounting and budget changes that occur with a change in Treasurer. Questions were raised by Eliza Bishop (Property Owner) regarding the retained earnings account and why financial reports through November 30 were not presented with this budget. Carol Weathers stated that financial reports through November 30 are not yet available.

John Manton noted that pages 3 and 4 (Exhibit B) should be ignored and that these worksheets will not be published in the future. Eliza Bishop asked why a reallocation of the 2020 budget is needed, and how property owners will know what has happened by moving things around. Bill Bishop shared concerns that amending budget line items disrupts budget forecasting and does not provide transparency.

Carol Weathers proposed that Board Members have a future work session and invite Eliza to share her budget concerns. Eliza stated that, as a Property Owner, she does not approve of the reallocated or amended budget reports. Mark Stracke (Property Owner) suggested that a column for the original "approved" budget be added to the worksheet so that accounts that are amended or reallocated can be easily visualized. Chan Wong (Property Owner) voiced agreement with Mark's statement and that reallocating for 2020 budget is unnecessary. A roll call vote of Board Members was taken on the motion, resulting in a 6 (aye) to 1 (nay) outcome. The motion was passed with Cindy Taniguchi casting the dissenting vote. Rick Ramos recapped that the budget reallocations have been reviewed with Charity Taber, President of our accounting firm and a CPA in Texas, and that Charity has certified that what the Board is doing is not out of bounds in accounting principles.

6. Discuss and Act on Proposed 2021 Operating Budget.

John Manton presented, in detail, each line item in the proposed 2021 budget and added that only Property Owner dues and grazing lease income are included for budget spending. A motion was made by Lyn Mefford to accept the preliminary 2021 budget. The motion was seconded by Tommy Skinner. In further discussion, Rick Ramos commented that this will be a preliminary budget and that the final budget will be presented and voted on in January, 2021. Eliza Bishop asked for clarification about the origin of carryover money in the 2021 budget. Rick Ramos stated that the carryover dollars were derived from 2020 underspending. Terry Stracke (Property Owner) questioned necessity for amending the 2020 budget and requested to be included in the meeting along with Eliza Bishop. Bill Bishop and Aaron Shuta (Property Owners) also requested a meeting invitation. A roll call vote on the motion was taken by Carol Weathers, resulting in unanimous approval.

Items for Discussion

7. Carol Weathers recapped how CC&R 8.9 discussion was handled in the November Board meeting, and that follow up discussion was had in Executive Session. In the reconvened regular session following the Executive Session, the Board voted to poll WCR property owners to see how the community feels about changing the Covenant. Results of the poll were a 69% response from WCR Property Owners, whereby 39% of votes were in favor of taking formal steps to amend CC&R 8.9 to allow for chickens. Therefore, according to the poll results, the Board will not move forward. Bill Comegys (Property Owner) voiced disagreement with how the chicken survey was drafted, in

particular with using the phrase “farming of chickens,” and with the language of “legal challenges” versus “legal precedent.” Carol Weathers clarified that Covenants are changed only by Property Owners, not the Board. Chan Wong (Property Owner) shared his thoughts about the polling process in our community and highlighted challenges with effective communication in voting procedures.

8. Bill Comegys asked if there is a way to add recycling to the dumpster setup. Nelda Duff (Ranch Manager) shared that recycling has been asked about previously, and that because we are a rural setting the garbage service does not provide recycling services for us. It was noted that there are locations near Shady Grove Elementary in Burnet and in Marble Falls that will receive limited materials such as paper and cardboard. Chan Wong added that he does his own recycling using cardboard as compost. Chan offered to do research on self-recycling. Carol suggested that Chan share his findings with Lyn for newsletter inclusion. Mark Stracke (Property Owner) added that recycling is available south of Johnson City and will accept plastics. Paint is accepted in Burnet County only one time per year.
9. Carol Weathers expressed that she hopes attendees and the Board understand how difficult it is to conduct Board meetings on the telephone. Connections and community are lost by not being able to meet in person. Carol is hoping that we will soon be able to meet at the Community Center.
10. Aaron Shuta commented that it seems the ‘anonymous’ response in community voting is important to Property Owners, and suggested that Survey Monkey might be helpful. This tool can track anonymous votes except for IP address. This tool is free and provides limited reporting features.
11. Bill Comegys shared that he has called several contractors to discuss dock repairs. In the meantime, Gerald McLelland has taken care of clearing cables and has done some moving of the ramp. Bill will continue to work with Gerald to try to get dock repairs done within budget. Chan Wong expressed his desire to join the Dock Committee.

A motion to adjourn the special teleconference meeting was made by Tommy Skinner and seconded by Rick Ramos. The motion was approved unanimously by roll call vote and the meeting was adjourned at approximately 11:05am.

Recorded and certified by:

Cynthia Taniguchi, WCROA Secretary

Date

Wolf Creek Ranch Owners' Association

Treasurer's Report

1/30/2021

Overall Financial Condition

Through the end of 2020, we were under budget by \$18,299.13 after amending the 2020 budget to deal with unexpected legal expenses and a few other over budget items. The original Jan2020 budget added:

- \$11,000 to Legal (out of Retained Earnings)
- \$4,500 to Road Repairs (\$1,000 out of Contingency Allowance, \$3,500 from Road Reserve Contribution reallocation)
- \$1,394 to Facilities and Ground (out of Contingency Allowance)
- \$400 to Computer and Internet (out of Contingency Allowance)

CPA's Statement of Assets, Liabilities and Equity – 12/31/2020 (Attached)

- Road Reserve Fund \$104,804.00
- Operations-Sustainability (Rainy Day) Fund \$50,000.00
- Retained Earnings – Operating Fund \$15,398.46

Statement of Income and Expenses – 12/31/2020 (Attached)

Commentary on Summary expense categories that are off budget by 5% or greater

- **Legal and Survey** – Over budget by \$10,470 (from original of \$6,000) amended to \$17,000
- **Road Repairs** – Reallocated additional Road Resurfacing reserve contribution to perform needed road repairs (\$4,500)
- **Dock** – No spending on Dock repair project (\$6,000)
- **Repair and Maintenance Facilities and Grounds** – A/C unit repaired, Restroom facilities repaired
- **Computer and Internet** – Replacement of failing hard drive in office computer

2020 Dues Collection Status

- All Owners paid in full at the end of 12/31/2020

2021 Dues Collection Status as of 1/26/2021

Full dues payment without a handling fee is allowed through 2/15/2021

- 40 Owners paid in full
- 2 Owners on monthly
- 26 Owners unknown at this time (still early)

Respectfully submitted by John Manton, Treasurer

Wolf Creek Ranch Owners' Association
Statement of Assets, Liabilities, and Equity
Income Tax Basis
As of December 31, 2020

Assets

Current Assets

Cash-Wells Fargo #3191	\$	3,736.20
BBVA Compass Checking - 7578		94.00
BBVA Compass Money Market - 7748		166,856.71
		170,686.91

Total Current Assets

170,686.91

Property and Equipment

Equipment & Fixtures	\$	2,850.00
Gate Remote Clickers		288.45
Less Accumulated Depreciation		(2,850.00)
		288.45

Total Property, Equipment, and Fixtures (See Notes 2 & 3)

288.45

Total Assets

\$ 170,975.36

Liabilities and Equity

Current Liabilities

Employment Taxes Payable	\$	579.90
FUTA Payable		42.00
Deferred Revenue		151.00
		772.90

Total Current Liabilities

772.90

Equity

Capital Maintenance-Road Resurfacing Reserve Fund	\$	104,804.00
Operations-Sustainability Fund		50,000.00
Retained Earnings-Operating Fund		15,398.46
		170,202.46

Total Equity

170,202.46

Total Liabilities and Equity

\$ 170,975.36

Wolf Creek Ranch Owners' Association
Actual to Budget Variance Report
Income Tax Basis
For the Twelve Months Ended December 31, 2020

	<u>December 31, 2020</u>	<u>Annual Budget</u>	<u>Variance</u>	<u>Percentage of Budget Line Item</u>
Revenue				
Annual Dues Assessments	\$ 183,600.00	\$ 183,600.00	\$ 0.00	100.00
Dues Interest & Late Fees	595.00	864.00	(269.00)	68.87
Prior Year Carryover	0.00	19,874.71	(19,874.71)	-
Grass Lease	4,000.00	4,000.00	0.00	100.00
Dividend Income	377.26	0.00	377.26	-
Interest Income	1,631.77	1,230.00	401.77	132.66
Total Revenue	\$ 190,204.03	\$ 209,568.71	\$ (19,364.68)	90.76
Operating Expenses				
Wages	\$ 28,350.71	\$ 28,350.00	\$ 0.71	100.00
Payroll Tax Expense	2,168.81	2,170.00	(1.19)	99.95
Futa Expense	42.00	103.00	(61.00)	40.78
Suta Expense	27.92	71.00	(43.08)	39.32
Health Care	395.00	500.00	(105.00)	79.00
Mileage Reimbursement	709.27	998.00	(288.73)	71.07
Contract Labor	5,574.50	7,708.00	(2,133.50)	72.32
Computer & Internet Expense	1,125.36	1,150.00	(24.64)	97.86
Insurance Expense	22,493.00	23,700.00	(1,207.00)	94.91
Firewise Expense	527.77	3,224.61	(2,696.84)	16.37
Office Expense	1,133.25	925.00	208.25	122.51
Bank Charges	9.50	50.00	(40.50)	19.00
Postage & Delivery	263.50	300.00	(36.50)	87.83
Memberships, Subscriptions & Misc.	0.00	200.00	(200.00)	-
Legal & Consulting	16,470.70	17,000.00	(529.30)	96.89
Accounting Fees	4,640.00	4,745.00	(105.00)	97.79
Events/Annual Board Meeting	229.44	500.00	(270.56)	45.89
Repairs & Maintenance-Gates	629.83	600.00	29.83	104.97
Repairs & Maintenance-Dock	0.00	6,000.00	(6,000.00)	-
Repairs & Maintenance-Fences	284.99	300.00	(15.01)	95.00
Repairs & Maintenance-Roads	8,102.95	8,500.00	(397.05)	95.33
Repairs & Maintenance-Facilities & Grounds	3,346.36	3,394.00	(47.64)	98.60
Telephone - Office	2,231.80	2,232.00	(0.20)	99.99
Telephone - Gates	2,233.57	2,280.00	(46.43)	97.96
Utilities	4,719.47	5,200.00	(480.53)	90.76
Website	261.77	500.00	(238.23)	52.35
Trash Pick-Up	5,630.45	5,400.00	230.45	104.27
Groundskeeping	27,486.64	27,878.10	(391.46)	98.60
Wildlife Management	892.50	893.00	(0.50)	99.94
Property Taxes	2,438.25	2,557.00	(118.75)	95.36
Licenses and Permits - Dock	125.00	100.00	25.00	125.00
Lease-Boat Dock	725.27	770.00	(44.73)	94.19

See Accountants' Compilation Report

Wolf Creek Ranch Owners' Association
Actual to Budget Variance Report
Income Tax Basis
For the Twelve Months Ended December 31, 2020

Unforeseen Contingency	0.00	3,000.00	(3,000.00)	-
Federal Income Tax Expense	0.00	120.00	(120.00)	-
Fence Section Replacement	10,000.00	10,000.00	0.00	100.00
Cactus Abatement/Land Mgmt.	8,000.00	8,000.00	0.00	100.00
Hog Abatement	0.00	150.00	(150.00)	-
Total Operating Expenses	<u>\$ 161,269.58</u>	<u>\$ 179,568.71</u>	<u>\$ (18,299.13)</u>	<u>89.81</u>
Other Expenses				
Road Resurfacing Reserve	\$ 0.00	\$ 40,000.00	\$ (40,000.00)	-
Total Other Expenses	<u>\$ 0.00</u>	<u>\$ 40,000.00</u>	<u>\$ (40,000.00)</u>	<u>0.00</u>
Total Expenses	<u>\$ 161,269.58</u>	<u>\$ 219,568.71</u>	<u>\$ (58,299.13)</u>	<u>73.45</u>

See Accountants' Compilation Report

WCR FY2021 Budget Notes v1.2

Assumptions:

- Property Owners: $68 * \$2,700 = \$183,600$
- Grazing Lease income: \$4,000
- Total FY2021 Budget Funds: \$187,600
- Miscellaneous Legal fee reimbursement (not in budget) \$6395.75
- Miscellaneous Dues Interest, Dues Late Fees, Dividend Income and Interest Income (not in budget, accumulates into Retained Earnings) ~\$2600.
- Goal is to maintain no less than \$10,000 in Retained Earnings for the following:
 - New fiscal year startup funds before dues payments begin
 - Function as the Contingency Allowance Reserve to avoid tapping Road Resurfacing Reserve Fund and/or Operations Sustainability Fund (Rainy Day) for major budget busts and allow optional Board approved projects (if any).



WCROA 2021 Proposed Budget v1.2

Preliminary

As of:

COA	Account Description	2020 Budget (amend)	2021 Budget	% Change	Inc/(Dec)	Annual \$/WCRPO	OK	Budget Comments
5001	Wages	\$ 28,350.00	\$ 30,075.00	6.1%	\$1,725.00	\$ 442.28	☑	Cost of Living inc and moderate merit inc (2 yr)
5010	Payroll Tax Expense	\$ 2,170.00	\$ 2,302.00	6.1%	\$132.00	\$ 33.85	☑	Linked to payroll wages
5011	FUTA Expense	\$ 103.00	\$ 110.00	6.8%	\$7.00	\$ 1.62	☑	Linked to payroll wages
5012	SUTA Expense	\$ 71.00	\$ 75.00	5.6%	\$4.00	\$ 1.10	☑	Linked to payroll wages
5014	Health Care	\$ 500.00	\$ 450.00	-10.0%	(\$50.00)	\$ 6.62	☑	Reduced to reflect estimated costs
5015	Mileage Reimbursement	\$ 998.00	\$ 900.00	-9.8%	(\$98.00)	\$ 13.24	☑	Reduced to reflect estimated costs
5020	Contract Labor	\$ 7,708.00	\$ 8,100.00	5.1%	\$392.00	\$ 119.12	☑	Cost of Living inc and moderate merit inc (2 yr)
5025	Computer & Internet Expense	\$ 1,150.00	\$ 1,100.00	-4.3%	(\$50.00)	\$ 16.18	☑	ISP costs, antivirus
5030	Insurance Expense	\$ 23,700.00	\$ 23,100.00	-2.5%	(\$600.00)	\$ 339.71	☑	Reduced to reflect best-guess ins cost including volunteer coverage
5040	Firewise Expense	\$ 3,224.61	\$ 7,600.00	135.7%	\$4,375.39	\$ 111.76	☑	Cost to complete the addition of a 4th water tank on ranch
5055	Office Expense	\$ 925.00	\$ 1,075.00	16.2%	\$150.00	\$ 15.81	☑	Increase to cover gate clicker stock
5056	Bank Charges	\$ 50.00	\$ 50.00	0.0%	\$0.00	\$ 0.74	☑	n/c
5065	Postage & Delivery	\$ 300.00	\$ 300.00	0.0%	\$0.00	\$ 4.41	☑	n/c
5068	Memberships, Subscriptions & Misc.	\$ 200.00	\$ 200.00	0.0%	\$0.00	\$ 2.94	☑	n/c
5069	Legal & Surveying Services	\$ 17,000.00	\$ 4,000.00	-76.5%	(\$13,000.00)	\$ 58.82	☑	No known legal activity, moderate amount just in case + any survey needs
5070	Accounting Fees	\$ 4,745.00	\$ 4,745.00	0.0%	\$0.00	\$ 69.78	☑	n/c
5072	Events / Annual Board Mtg	\$ 500.00	\$ 500.00	0.0%	\$0.00	\$ 7.35	☑	n/c
5081	Repairs & Maint. - Gates	\$ 600.00	\$ 1,000.00	66.7%	\$400.00	\$ 14.71	☑	Gate repairs, Gate light upgrades/replacements, enhancements
5082	Repairs & Maint. - Dock	\$ 1,200.00	\$ 600.00	-50.0%	(\$600.00)	\$ 8.82	☑	Just in case, assuming dock repairs are completed and any ongoing issues
5083	Repairs & Maint. - Fences	\$ 300.00	\$ 428.00	42.7%	\$128.00	\$ 6.29	☑	Emergency repairs, water gap issues
5084	Repairs & Maint. - Roads	\$ 8,500.00	\$ 2,000.00	-76.5%	(\$6,500.00)	\$ 29.41	☑	Maint Committee estimate
5085	Tools, Equipment & Supplies	\$ -	\$ 300.00	0.0%	\$300.00	\$ 4.41	☑	Added to allow tool, chemical and repair parts purchases
5086	Repairs & Maint.- Facilities/Grounds	\$ 3,394.00	\$ 2,000.00	-41.1%	(\$1,394.00)	\$ 29.41	☑	Maint Committee estimate
5090	Telephone - Office	\$ 2,232.00	\$ 2,250.00	0.8%	\$18.00	\$ 33.09	☑	Change to reflect best estimate
5091	Telephone - Gates	\$ 2,280.00	\$ 2,250.00	-1.3%	(\$30.00)	\$ 33.09	☑	Change to reflect best estimate
5110	Utilities-All	\$ 5,200.00	\$ 5,000.00	-3.8%	(\$200.00)	\$ 73.53	☑	Change to reflect best estimate
5115	Website	\$ 500.00	\$ 400.00	-20.0%	(\$100.00)	\$ 5.88	☑	Change to reflect best estimate
5120	Trash Pickup	\$ 5,400.00	\$ 8,800.00	63.0%	\$3,400.00	\$ 129.41	☑	Cost increase for adding 3rd 6cuyd dumpster
5210	Groundskeeping	\$ 27,878.10	\$ 18,500.00	-33.6%	(\$9,378.10)	\$ 272.06	☑	Maint Committee estimate
5220	Wildlife Management	\$ 893.00	\$ 900.00	0.8%	\$7.00	\$ 13.24	☑	Now includes wildlife and hog feed costs
5300	Property Taxes	\$ 2,557.00	\$ 2,500.00	-2.2%	(\$57.00)	\$ 36.76	☑	Change to reflect best estimate
5400	Licenses & Permits - Dock	\$ 100.00	\$ 100.00	0.0%	\$0.00	\$ 1.47	☑	n/c
5600	Lease-Boat Dock	\$ 770.00	\$ 770.00	0.0%	\$0.00	\$ 11.32	☑	n/c
5999	Contingency Allowance	\$ 3,000.00	\$ -	0.0%	(\$3,000.00)	\$ -	☑	Retained Earnings will support this
7000	Federal Income Taxes	\$ 120.00	\$ 120.00	0.0%	\$0.00	\$ 1.76	☑	n/c
8010	Road Fund Reserve Contrib/Withdraw	\$ 40,000.00	\$ 35,000.00	-12.5%	(\$5,000.00)	\$ 514.71	☑	Reduction for 1 year, still able to meet planned resurfacing timeframe
8015	Road Improvements/resurfacing	\$ -	\$ -	0.0%	\$0.00	\$ -	☑	n/c
8020	Operations Sustainability Reserve Fund	\$ -	\$ -	0.0%	\$0.00	\$ -	☑	n/c
8025	Dock Repair	\$ 6,000.00	\$ 6,000.00	0.0%	\$0.00	\$ 88.24	☑	Best guess repair cost to date
8030	Fence Section Replacement	\$ 10,000.00	\$ 10,000.00	0.0%	\$0.00	\$ 147.06	☑	Fence replacement project estimated to continue for 4-5 years
8050	Cactus Abatement / Land Mgmt.	\$ 8,000.00	\$ 4,000.00	-50.0%	(\$4,000.00)	\$ 58.82	☑	Maint Committee estimate
8051	Hog Abatement	\$ 150.00	\$ -	0.0%	(\$150.00)	\$ -	☑	Feed costs moved into wildlife management
	Carryover from prior year + Retained Earnings	\$ (30,083.27)	\$ -	-	(\$30,083.27)	\$ -	☑	No Carryover needed in 2021, using only Dues and Grazing Lease
	Totals	\$ 190,685.44	\$ 187,600.00		(\$33,168.71)	\$ 2,758.82	☑	

Road Reserve for WCR Road Resurfacing Plan (8-Year cycle)

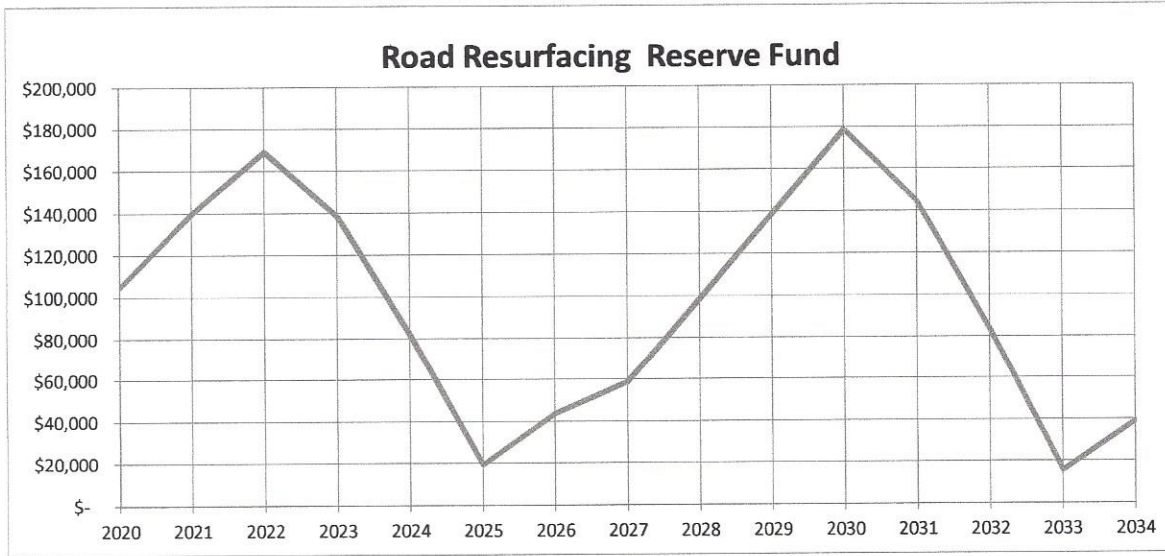
Year	Fund Inc by	Fund Bal	Old Expense	Inflation Added	Work Done	
2020	\$ 104,804	\$ 104,804	\$ -	\$ -		
2021	\$ 35,000	\$ 139,804	\$ -	\$ -		
2022	\$ 40,000	\$ 169,199	\$ 10,100	\$ 10,605	Gate Entrances	
2023	\$ 40,000	\$ 138,718	\$ 67,125	\$ 70,481	Hampton House to Legacy, Pavilion rd	
2024	\$ 40,000	\$ 82,275	\$ 91,850	\$ 96,443	White Bluff (WB1) to Middle Gate	
2025	\$ 40,000	\$ 19,459	\$ 97,920	\$ 102,816	Hampton House to Middle Gate	
2026	\$ 40,000	\$ 43,810	\$ 14,904	\$ 15,649	East Gate Road	
2027	\$ 40,000	\$ 58,820	\$ 23,800	\$ 24,990	Dumpster Road + Dumpster parking+ Gazebo	\$ 320,984
2028	\$ 40,000	\$ 98,820	\$ -	\$ -		
2029	\$ 40,000	\$ 138,820	\$ -	\$ -		
2030	\$ 40,000	\$ 178,820	\$ -	\$ -		
2031	\$ 40,000	\$ 144,815	\$ 70,481	\$ 74,005	Hampton House to Legacy, Pavilion rd	
2032	\$ 40,000	\$ 83,550	\$ 96,443	\$ 101,265	White Bluff (WB1) to Middle Gate	
2033	\$ 40,000	\$ 15,593	\$ 102,816	\$ 107,957	Hampton House to Middle Gate	
2034	\$ 40,000	\$ 39,162	\$ 15,649	\$ 16,432	East Gate Road	\$ 299,658

Cost Inc	5.00%
Yrly Inc\$	\$ 40,000

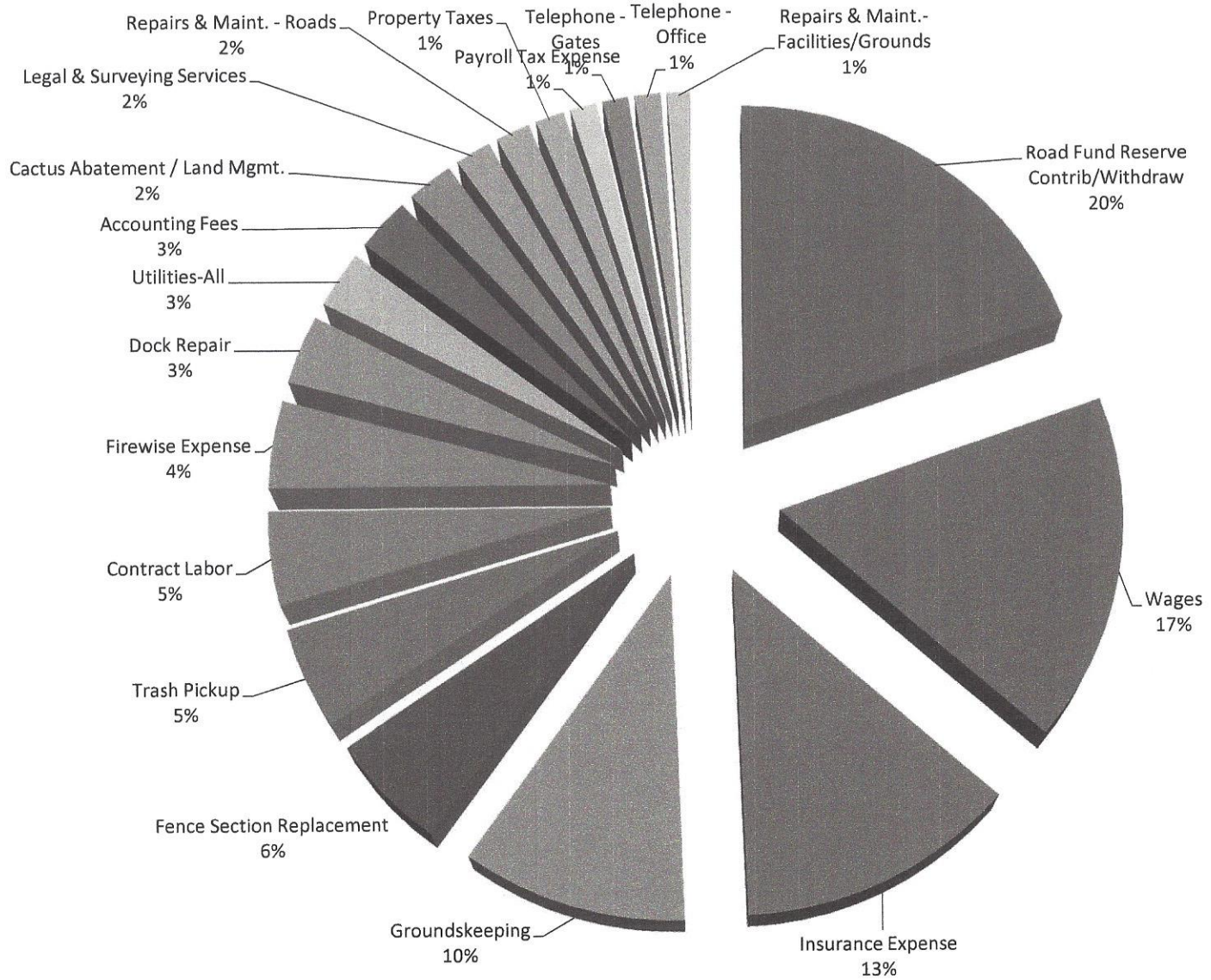
Given a 5% cost inflation and a 1 time \$35K contribution, the above plan ALSO supports resurfacing the road from the Main Gate to the dumpsters, the dumpster parking and the Gazebo parking area AT ANYTIME. Gate Entrances can also be handled.

Dumpster Road + Dumpster parking+ Gazebo	Estimated\$
Main Gate Road to Dumpsters 21,500sqft	\$ 20,500
Gazebo Parking 1,600sqft	\$ 1,500
Dumpster Parking 1,900sqft	\$ 1,800
Total 25,000sqft	\$ 23,800

Gate Entrances	Estimated\$
Main Gate Entrance 5,300sqft	\$ 5,000
Middle Gate Entrance 1,800sqft	\$ 1,700
East Gate Entrance 3,600sqft	\$ 3,400
Total 10,700sqft	\$ 10,100



Top 95% of WCR 2021 Budget Line Items



Ballot

2021 Election of Directors
Wolf Creek Ranch Owners Association

There are two (2) Board Director positions expiring. Please vote by placing a mark to the side of each of the two candidates you support for the Board Director openings. Please print your name, enter your Tract number, date and sign the ballot in the spaces provided.

_____ Name

_____ Name

_____ Name

_____ Name

_____ Name

* Tract Owner: _____ Tract #: _____

* Signature: _____

* Date: _____

Return the completed election ballot to Nelda by 12:00 PM Thursday, April 1, 2021 via email wolfcktx@tstar.net , USPS or drop off at the office.

**** Note...** Ballots must be signed to be counted. Election ballots are received and results tabulated by Nelda Duff who reports only the final vote count to the board of directors. Nelda holds individual election ballots in the strictest of confidence. No nominee, director or property owner is entitled to see the individual election ballots with the exception of an open records request.

**Wolf Creek Ranch Owners Association
Working Maintenance List for 2021
1/7/21**

GK – Grounds Keeping

F – Facilities / Repairs and Maintenance

R – Roads / repair and maintenance

C/LM – Cactus/ Land Management

FR – Fence / Repair and maintenance

CL – Tommy' responsibilities

GK Cut and remove cedars in Oak Tree Grove in front of WB-5/WB-6	(Issah/Meyers Cedar Co) 2021
GK Discuss WB Trail to the point of WB (White Bluff Park)	Committee 2021
F Signage repainted as needed	Eliza/Volunteers
GK Cut and Remove dead cedars / raise canopy of large cedars along WB road	Ramon/Eliza 2021
GK Spray (Pasture guard) new growth of regrowth of bushes – along roads of all properties	Ramon/Eliza
GK Clean Trash at Tommy's workshop	Winter 2021
GK Remove debris in trees at Morgan Creek in front of MCE-3	
R Continue to install / adjust / replace reflectors along roads	Eliza

**Wolf Creek Ranch Owners Association
Working Maintenance List for 2021
1/7/21**

G	Create cactus flower bed at middle gate	In process	Volunteer Group/Middle Gate Committee
G	Middle gate – Discuss future bluebonnets / Wildflower area on both side	Fall 2021	Eliza
F	Review signage for Morgan Cove/Replace without Numbers		Maint. Committee, Nelda, Tommy
F	Signage for Mountain Laurel Lane/ Add at Middle Gate		DRB Approval/Nelda/Tommy
F	RR ties behind round pen – Repair		Eliza/Kim
F	Sand and paint black railing coming down road from Hallelujah Hill		2021
F	Wash trim/ evaluate paint of trim and ceiling of the Pavilion		Hire out 2021

**Wolf Creek Ranch Owners Association
Working Maintenance List for 2021
1/7/21**

Tommy's Work / Responsibilities during his absence

CL Blow out Barn	May – Sept.	Eliza/Rick
CL Blow Dock picnic area / pick up trash	May-Sept.	Eliza
CL Keep Mail box area clean	May-Sept.	Eliza
CL Mow – East Gate, Construction gate, Arena gate	May-Sept.	Eliza
CL Mow- Middle gate	May-Sept.	Eliza
CL Remove cow poop in Pavilion	May-Sept.	Eliza
CL Wash Pavilion / floor and picnic benches	May	Eliza/Kim
CL Wash inside Barn/ Isle way / Walls	May	Eliza/Kim/Ramon
CL Barn – sweep/clean inside stalls	May	Eliza/Kim
CL WD-40 locks on all gates	June	Eliza
CL Put out Ant Bait – Extinguish Plus / Amdro Fire Ant bait	April/Oct	Eliza
CL Sweep / blow debris off low water crossings	May-Sept	Kim
CL Clean out culverts after rains	Throughout the year	Eliza/Tommy
CL Clean Bathrooms	May-Sept	Nelda
CL Repair Gates	May-Sept	John Manton

