

**Wolf Creek Ranch Owner's Association**  
**Board of Directors Meeting Minutes**

18 November 2023

**Attendees**

Nelda Duff  
John Manton  
Carol Weathers  
Mark Poche'  
Mark & Terry Stracke  
Lee Kinard  
Kim & Cindy Taniguchi

Bill & Eliza Bishop  
Lyn & Pete Mefford  
Andy Gray  
Joseph Dindinger  
Mike Burkett  
Steve Meyers

**Attachments**

Agenda	
Sign-in Sheet	Grazing Lease
Proxy for Steven Grigsby	DRB Report
Draft of 23 Sept. Mtg Minutes	Maintenance Report
Proposed Budget for 2024	WCR Road Work Report
2024 Dues Payment Plan	Land Management Report
Fines & Enforcement Document	Treasurer's Report-Q3

Having confirmed a quorum of directors present to conduct the business of the Association, President Weathers called the meeting to order at 9:00 AM at the Silver Creek Community Center. Carol welcomed all and took roll of the Board members. All present except Steven Grigsby (working) and Tommy Skinner (ill).

Approval of the 18 November 2023 agenda. Cindy so moves and Steve seconds. Vote by acclamation.

**Member Comments**

**Items For Action and Discussion**

Each of the items for approval are represented by attachments to this document.

Approval of BOD meeting minutes from 23September 2023. Motion made by John and second by Cindy. Approved by acclamation.

Approval of 2024 Budget. Motion by Cindy and second by Steve. Approved by acclamation.

Approval of Dues Payment Plan. Motion by Steve and second by Lee. Approved by acclamation.

Approval of Fines and Enforcement of Covenant Violations Policy. Motion by John and second by Steve. Approved by acclamation.

**Wolf Creek Ranch Owner's Association**  
**Board of Directors Meeting Minutes**

18 November 2023

Approval of Grazing Lease with the addition of the termination year of 2026.  
Motion by Cindy and second by Steve.

Approval of the 2024 WCR Board Meeting Dates. Motion by Cindy and second by John. This list is shown on the Agenda for this meeting.

**Committee Reports**

John Manton submitted the 18 Nov. Treasurer's Report (see attached).

Lyn Mefford reported on the activities of the DRB (see attached). Lyn reported that the Sarnelli family is moving into their new home next door to the Stracke family.

Eliza Bishop reported on the activities of the Land Management Committee (see attached).

Nelda reported on the Repairs & Maintenance for the Ranch (see attached).

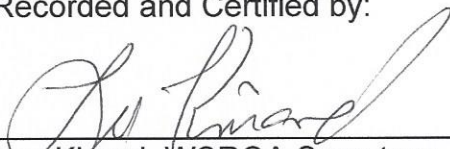
Kim Taniguchi reported on the WCR Road Work (see attached).

Mark Stracke reported on the Cattle and Fencing Committee.

Helen Piechowski was not available but sent a verbal report on the Managed Land Deer Program.

Motion made to adjourn by John and second by Cindy. Approved by acclamation. Meeting adjourned at 11:00 am.

Recorded and Certified by:

  
\_\_\_\_\_  
Lee Kinard, WCROA Secretary

28 Jan. 2024  
\_\_\_\_\_  
Date

# WCROA SIGN-IN SHEET

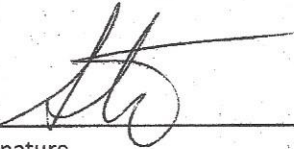
<b>Project:</b>	Board Meeting	<b>Meeting Date:</b>	November 18, 2023
<b>Facilitator:</b>	Carol Weathers	<b>Place/Room:</b>	Silver Creek Community Center

Name	Name
Nelda Duff	
John	
Carol Weathers	
Mark Taha	
MARK STRACKE	
TERRY STRACKE	
LEE KINARD	
Kim Taniguchi	
Cindy Taniguchi	
Bill Bishop	
Eliza Bishop	
Pepe & Lynn McFford	
ANDY GRAY (GRAY)	
JOSEPH DINDINGER	
MIKE BORKOTT	
STEVE MEYERS	



**Wolf Creek Ranch Owners Association  
Board of Directors Meeting Proxy**

I, Steven Grigsby, hereby appoint Carol Weathers as agent and proxy for purposes of voting in my behalf at the Wolf Creek Ranch Owners Association Board meeting to be held on Saturday, November 18, 2023 upon such business as may properly come before said meeting.

  
\_\_\_\_\_  
Signature

11/6/23  
\_\_\_\_\_  
Date

Steven Grigsby  
WCROA Board Director

**This proxy is valid for the November 18, 2023 WCROA Board meeting only.**

**DRAFT AGENDA**  
**WCROA BOARD OF DIRECTORS Meeting**  
**Saturday, November 18, 2023 @ 9:00AM**  
**Silver Creek Fire Hall & Community Center, 101 CR 128, Burnet**

- \* Call Teleconference Meeting to Order/Confirm Quorum (Roll Call)-Carol Weathers
- \* WCR Attendee Sign-in Sheet and Telephone Records
- \* Approval of November 18, 2023 Draft Agenda for WCROA Meeting
- \* Upcoming Board Election for Two Expiring Term Positions
  - o Steve Meyers
  - o Tommy Skinner
- \* WCROA Member Comments

**ITEMS FOR ACTION**

- \* Approve Draft Minutes of September 23, 2023 WCROA Board of Directors Meeting
- \* Review and Approve 2024 Budget - John Manton
- \* Review and Approve Dues Payment Plan - John Manton
- \* Review and Approve Fines and Enforcement of Covenant Violations Policy for Wolf Creek Ranch Owners Association – Cindy Taniguchi
- \* Review and Approve Grazing Lease - Mark Stracke
- \* Review and Approve WCROA Board of Directors 2023 Meeting Dates
  - o January 27, 2024
  - o April 20, 2024 – Roundup
  - o April 27, 2024
  - o August 24, 2024
  - o November 23, 2024

**COMMITTEE REPORTS**

- \* Treasurer – John Manton
- \* Design Review Board - Lyn Mefford
- \* Land Management - Eliza Bishop
- \* Maintenance – Nelda Duff
- \* Roads – Kim Taniguchi
- \* Cattle and Fence – Mark Stracke
- \* Dock – Chris Pezold
- \* FireWise - Andy Piechowski
- \* Managed Land Deer Program – Helen Piechowski

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 to Order.

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

**Adjourn** WCROA Board of Directors Teleconference Meeting.

**Wolf Creek Ranch Owner's Association**  
**Board of Directors Meeting Minutes**

23 September 2023

**Attendees**

Nelda Duff  
John Manton  
Carol Weathers  
Lee Kinard  
Steven Grigsby  
Kim & Cindy Taniguchi  
Tommy Skinner  
Bill & Eliza Bishop

Lyn & Pete Mefford  
Jennifer Shuta  
Rick & Marcie Ramos  
Doug Hawthorne  
Mike & Chris Burkett  
Kay Lester  
Mark Poche'  
Chis Kelley

**Attachments**

Agenda  
Sign-in Sheet  
Proxy for Steve Meyers  
Treasurer's Report/2024 Proposed  
Budget

DRB Report  
Maintenance Report  
WCR Road Work Report  
Cattle & Fence Report

Having confirmed a quorum of directors present to conduct the business of the Association, President Weathers called the meeting to order at 9:00 AM at the Silver Creek Community Center. Carol welcomed all and took roll of the Board members. All present except Steve Meyers.

This meeting was delayed from August to September mainly because of one of the worst heat waves in this area consisting of over 40 days of at least 105° F high temperatures according to the KXAN weather center. This morning I measured 72.1°F before coming to the meeting with an expectation of less than a 100°F high.

Approval of the 23 September 2023 agenda. Cindy so moves and Tommy seconds. Vote by acclamation.

**Member Comments**

Jennifer asked about the incorporation of the ROA.

Bill Bishop asked about the dock lease agreement relative to dock modifications.

Eliza indicated that when ranch facilities like the sign posts and barn are refinished after many years that they should all be the same color and try to retain the original color. She also said that the squirrels are living in the barn retaining wall again which will lead to washout of the soil if not replaced. And the squirrels should be dispatched.

**Wolf Creek Ranch Owner's Association**  
**Board of Directors Meeting Minutes**

23 September 2023

**Items For Action and Discussion**

Approval of BOD meeting minutes from 29 April 2023. Motion made by Lee and second by Steven. Approved by acclamation.

**Committee Reports**

John Manton submitted the Q3 Treasurer's Report (see attached) including the 2024 proposed budget to be voted on in November's meeting.

Lyn Mefford reported on the activities of the DRB (see attached). There are 7 homeowners with small improvement projects, 4 new homes under construction and 4 homesites awaiting various approvals before beginning construction.

Eliza Bishop reported on the activities of the Maintenance Committee (see attached).

Mark Stracke was not available, but sent a written report on the cattle and fencing (see attached).

Motion made to adjourn by Tommy and second by Steven. Approved by acclamation. Meeting adjourned at 11:35 pm.

Recorded and Certified by:

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Lee Kinard, WCROA Secretary

Date



# WCROA 2024 Proposed Budget

2024 Budget Approved v0.99\_2023-xx-xx

As of:

Tuesday, November 14, 2023

COA	Account Description	2023 Budget	2024 Budget	% Change	Incr/(Dec)	Annual \$/WCROA	Budget Comments
5001	Wages	\$ 32,800.00	\$ 34,405.00	4.9%	\$1,605.00	\$ 505.96	
5010	Payroll Tax Expense	\$ 2,500.00	\$ 2,500.00	0.0%	\$0.00	\$ 36.76	
5011	FUTA Expense	\$ 110.00	\$ 110.00	0.0%	\$0.00	\$ 1.62	
5012	SUTA Expense	\$ 75.00	\$ 75.00	0.0%	\$0.00	\$ 1.10	
5014	Health Care	\$ 450.00	\$ 450.00	0.0%	\$0.00	\$ 6.62	
5015	Mileage Reimbursement	\$ 500.00	\$ 700.00	40.0%	\$200.00	\$ 10.29	Checked with Nelda D. \$25/hr for 325 hours -or- \$20/hr for 400 hours
5020	Contract Labor	\$ 8,250.00	\$ 8,000.00	-3.0%	(\$250.00)	\$ 117.65	
5025	Computer & Internet Expense	\$ 1,200.00	\$ 1,300.00	8.3%	\$100.00	\$ 19.12	
5030	Insurance Expense	\$ 21,000.00	\$ 15,025.00	-28.5%	(\$5,975.00)	\$ 220.96	Based on 2023 costs + nominal increase of 3%
5040	Firewise Expense	\$ 10,000.00	\$ 2,000.00	-80.0%	(\$8,000.00)	\$ 29.41	
5055	Office Expense	\$ 1,100.00	\$ 1,200.00	9.1%	\$100.00	\$ 17.65	
5056	Bank Charges	\$ 50.00	\$ 50.00	0.0%	\$0.00	\$ 0.74	
5065	Postage & Delivery	\$ 300.00	\$ 300.00	0.0%	\$0.00	\$ 4.41	
5068	Memberships, Subscriptions & Misc.	\$ -	\$ -	0.0%	\$0.00	\$ -	
5069	Legal & Surveying Services	\$ 2,000.00	\$ 2,000.00	0.0%	\$0.00	\$ 29.41	
5070	Accounting Fees	\$ 4,745.00	\$ 5,250.00	10.6%	\$505.00	\$ 77.21	Based on Taber & Burnet projected fee increase
5072	Events / Annual Board Mtg	\$ 500.00	\$ 500.00	0.0%	\$0.00	\$ 7.35	
5081	Repairs & Maint. - Gates	\$ 1,200.00	\$ 750.00	-37.5%	(\$450.00)	\$ 11.03	Gates cost are stable unless unexpected lightning or vehicle strikes
5082	Repairs & Maint. - Dock	\$ 1,000.00	\$ 2,000.00	100.0%	\$1,000.00	\$ 29.41	Check with Chris P. **CP says \$2K needed for railings**
5083	Repairs & Maint. - Fences	\$ 500.00	\$ 500.00	0.0%	\$0.00	\$ 7.35	Check with Mark S. **MS says can do with less than \$1K on R&M**
5084	Repairs & Maint. - Roads	\$ 2,000.00	\$ 1,000.00	-50.0%	(\$1,000.00)	\$ 14.71	Check with Kim T & Steve M **KT says \$1K with volunteer on Adams Creek work**
5085	Tools, Equipment & Supplies	\$ 300.00	\$ 300.00	0.0%	\$0.00	\$ 4.41	
5086	Repairs & Maint. - Facilities/Grounds	\$ 5,800.00	\$ 3,450.00	-40.5%	(\$2,350.00)	\$ 50.74	Pavilion/Barn maint, Hill lights, East Gate signage, etc (+\$200 from grazing lease)
5090	Telephone - Office	\$ 2,275.00	\$ 2,400.00	5.5%	\$125.00	\$ 35.29	
5091	Telephone - Gates	\$ 2,275.00	\$ 2,400.00	5.5%	\$125.00	\$ 35.29	Cost increases
5100	Utilities-All	\$ 5,000.00	\$ 5,000.00	0.0%	\$0.00	\$ 73.53	
5115	Website	\$ 225.00	\$ 325.00	44.4%	\$100.00	\$ 4.78	
5120	Trash Pickup	\$ 9,500.00	\$ 10,000.00	5.3%	\$500.00	\$ 147.06	No 50% off discount available this year. Yet. 2yr plan
5210	Groundskeeping	\$ 3,500.00	\$ 4,500.00	28.6%	\$1,000.00	\$ 66.18	Contract renegotiated with exception of fuel and tax costs
5220	Wildlife Management	\$ 1,200.00	\$ 1,300.00	8.3%	\$100.00	\$ 19.12	Adjusted for actual projected increased expenses for 2024
5300	Property Taxes	\$ 2,600.00	\$ 3,000.00	15.4%	\$400.00	\$ 44.12	
5400	Licenses & Permits - Dock	\$ 100.00	\$ 100.00	0.0%	\$0.00	\$ 1.47	
5600	Lease-Boat Dock	\$ 725.00	\$ 800.00	10.3%	\$75.00	\$ 11.76	Contingency is stable, excess Retained Earnings can supplement if need be.
5999	Contingency Allowance	\$ 2,000.00	\$ -	0.0%	(\$2,000.00)	\$ -	
7000	Federal Income Taxes	\$ 120.00	\$ 110.00	-8.3%	(\$10.00)	\$ 1.62	
8010	Road Fund Reserve Contrib/Withdraw	\$ 40,000.00	\$ 45,000.00	12.5%	\$5,000.00	\$ 661.76	Check with Kim T. & Steve M. ** KT says \$45K needed **
8015	Road Improvements/resurfacing	\$ -	\$ -	0.0%	\$0.00	\$ -	Waiting for 2024 plan from Kim T. & Steve M.
8020	Operations Sustainability Reserve Fund	\$ -	\$ -	0.0%	\$0.00	\$ -	
8025	Dock Repair	\$ 10,000.00	\$ -	0.0%	(\$10,000.00)	\$ -	Check with Chris P. **CP says Railings covered by maint**
8030	Fence Section Replacement	\$ 10,000.00	\$ 10,000.00	0.0%	\$0.00	\$ 147.06	Check with Mark S. **MS says est good**
8050	Cactus Abatement / Land Mgmt.	\$ 22,600.00	\$ 18,800.00	-16.8%	(\$3,800.00)	\$ 276.47	Reallocate 90% of grazing lease funds (\$1.8K) to Land Management
8051	Hog Abatement	\$ -	\$ -	0.0%	\$0.00	\$ -	
	<b>Totals</b>	<b>\$ 208,500.00</b>	<b>\$ 185,600.00</b>		<b>(\$22,900.00)</b>	<b>\$ 2,729.41</b>	<b>BUDGET NOTES:</b>
							Revenue from grazing lease is \$2K. Distributed to line items such as Land Mgmt (90%), R&M Facilities/Grounds (10%).
	<b>J. Mantion</b>						Indicates <95%
	<b>Treasurer</b>						Indicates >=95% and <102%
	Revenue DUES (\$2,700 x 68)	\$ 183,600.00					Indicates >=102%
	Revenue Grazing Lease	\$ 2,000.00					
	Retained Earnings Allocations	\$ -					
	<b>2023 Proposed Budget Amendment</b>	<b>\$ 185,600.00</b>					

Indicates <95%

Indicates >=95% and <102%

Indicates >=102%



# 2024 Dues Payment Plan

## Wolf Creek Ranch Owners Association

**TOTAL 2024 DUES: \$2,700.00**

<b>SINGLE PAYMENT METHOD</b>		
<b>IF PAID BY:</b>	<b>HANDLING FEE</b>	<b>AMOUNT DUE</b>
FEBRUARY 15, 2024	\$0.00	\$2,700.00

<b>MONTHLY PAYMENT METHOD *</b> <b>(\$225 MONTHLY PAYMENT + \$27.00 HANDLING FEE)</b>			
<b>MONTHLY DUE DATES:</b>	<b>HANDLING FEE</b>	<b>AMOUNT DUE</b>	<b>MAX BALANCE TO AVOID SERVICE CHARGE<sup>1,2</sup></b>
JAN 15, 2024	\$27.00	\$252.00	\$2,475.00
FEB 15, 2024	\$27.00	\$252.00	\$2,250.00
MAR 15, 2024	\$27.00	\$252.00	\$2,025.00
APR 15, 2024	\$27.00	\$252.00	\$1,800.00
MAY 15, 2024	\$27.00	\$252.00	\$1,575.00
JUN 15, 2024	\$27.00	\$252.00	\$1,350.00
JUL 15, 2024	\$27.00	\$252.00	\$1,125.00
AUG 15, 2024	\$27.00	\$252.00	\$900.00
SEP 15, 2024	\$27.00	\$252.00	\$675.00
OCT 15, 2024	\$27.00	\$252.00	\$450.00
NOV 15, 2024	\$27.00	\$252.00	\$225.00
DEC 15, 2024	\$27.00	\$252.00	\$0.00
<b>TOTAL OF MONTHLY PAYMENTS</b>		<b>\$3,024.00</b>	

**\* 2024 DUES AND ASSESSMENTS COLLECTION POLICY\*\***

1. DELINQUENCY OCCURS WHEN AN OWNER'S BALANCE ON THE DATE IN THE LEFTMOST COLUMN IS GREATER THAN THE AMOUNT SHOWN IN THE RIGHTMOST COLUMN IN THE TABLE ABOVE.
2. A SERVICE CHARGE OF \$25 WILL BE ADDED TO THE ACCOUNT BALANCE OF AN OWNER FOR EACH MONTH THAT THE OWNER IS DELINQUENT ON DUES AND/OR ASSESSMENTS IN ADDITION TO THE MONTHLY INTEREST RATE.
3. IF AN OWNER IS DELINQUENT FOR 90 DAYS OR LONGER, IN ADDITION TO THE MONTHLY \$25 SERVICE CHARGE, THE BOARD WILL SUSPEND THE OWNER'S PRIVILEGES TO USE OR ENJOY THE COMMONS AND MAY COMMENCE COLLECTION THROUGH LEGAL ACTION.
4. ANY COST OF COLLECTION, INCLUDING REASONABLE ATTORNEYS' FEES, WILL BE ADDED TO THE OWNER'S DELINQUENT BALANCE.

\*\* IN ACCORDANCE WITH ARTICLE 5 OF THE AMENDED AND RESTATED DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS FOR WOLF CREEK RANCH, BURNET COUNTY, TEXAS -- REV.1.21.2009

Mail payments to:  
**Wolf Creek Ranch Owners Association**  
**10233 Ranch Road 2341**  
**Burnet, TX 78611**

# WCROA Dues History

Year	Total Number of Lots	Annual Dues	Special Assessments	Total Owner Cost Per Lot	Owner Cost Increase / Decrease from Previous Year	Total Due From Owners To Offset Ranch Expenses	Comment
2008	74	\$1,650	\$998	\$2,648	n/a	\$195,952	\$1,996 for capital maintenance to roads split between 2008 & 2009
2009	74	\$1,650	\$998	\$2,648	0.0%	\$195,952	\$1,996 for capital maintenance to roads split between 2008 & 2009
2010	70	\$2,450	\$0	\$2,450	-8.1%	\$171,500	4 fewer lots than in 2009. Funds for future capital maintenance projects accumulated annually as Reserve Funds.
2011	70	\$2,400	\$0	\$2,400	-2.1%	\$168,000	Reduced per-owner annual dues amount.
2012	68	\$2,400	\$0	\$2,400	0.0%	\$163,200	2 fewer lots than in 2011. Dues amount unchanged.
2013	68	\$2,400	\$0	\$2,400	0.0%	\$163,200	Same number of lots as 2012. Dues amount unchanged.
2014	68	\$2,400	\$0	\$2,400	0.0%	\$163,200	Same number of lots as 2013. Dues amount unchanged.
2015	68	\$2,400	\$0	\$2,400	0.0%	\$163,200	Same number of lots as 2014. No grass-lease revenue due to grassland "rest" period. Dues amount unchanged.
2016	68	\$2,400	\$0	\$2,400	0.0%	\$163,200	Same number of lots as 2015. No grass-lease revenue due to grassland "rest" period. Dues amount unchanged.
2017	68	\$2,400	\$0	\$2,400	0.0%	\$163,200	Same number of lots as 2016. Grass-lease revenue resumes. Dues amount unchanged.
2018	68	\$2,400	\$0	\$2,400	0.0%	\$163,200	Same number of lots as 2017. Dues amount unchanged.
2019	68	\$2,400	\$0	\$2,400	0.0%	\$163,200	Same number of lots as 2018. Dues amount unchanged.
2020	68	\$2,700	\$0	\$2,700	11.1%	\$183,600	Same number of lots as 2019. Dues amount increased
2021	68	\$2,700	\$0	\$2,700	0.0%	\$183,600	Same number of lots as 2020. Dues amount unchanged
2022	68	\$2,700	\$0	\$2,700	0.0%	\$183,600	Same number of lots as 2021. Dues amount unchanged
2023	68	\$2,700	\$0	\$2,700	0.0%	\$183,600	Same number of lots as 2022. Dues amount unchanged

ND/JM

# Grazing Lease

## I. Terms

Effective Date: January 1, 2024

Landlord: Wolf Creek Ranch Owners Association

Landlord's Address: 10233 RR 2341  
Burnet, Texas 78611

Tenant: David Russell

Tenant's Address: 1480 CR 2341  
Burnet, Texas 78611

Premises: As described in Exhibit A

Base Rent: \$2,000 per year, payable in quarter amounts (\$500) or more during first month of each quarter of 2024, 2025, 2026

Term: 3 year

Commencement Date: January 1, 2024

Termination Date: December 31, FIONA

Use: Solely for grazing up to 28 head of mother cows and 2 bulls on the Premises

Farm Commercial General  
Liability Insurance: \$500,000, or more, per occurrence

Business Automobile  
Liability Insurance \$500,000, or more, per occurrence

## II. Definitions

“Rent” means Base Rent plus any other sums of money due Landlord by Tenant.

“Landlord” means Landlord and its agents, employees, invitees, licensees, or visitors.

“Tenant” means Tenant and its agents, employees, invitees, licensees, or agents.

## III. Tenant's Agreements and Covenants

**Tenant agrees and covenants to —**

- a. Lease the Premises for the entire Term beginning on the Commencement Date and ending on the Termination Date, subject to Landlord's and Tenant's rights as set forth in this Lease below.
- b. Accept the Premises in their present condition "AS IS" without any representation or warranty of any kind by Landlord concerning the physical or environmental condition of the Premises.
- c. Obey all laws, ordinances, orders, and rules and regulations applicable to the use, condition and occupancy of the Premises, including but not limited to all environmental laws, regulations and all restrictions, rules and regulations of the Wolf Creek Ranch Owners Association.
- d. Pay the Base rent prior to the Commencement Date to Landlord at Landlord's Address without any set-offs or deductions whatsoever.
- e. Pay, as additional Rent, any other amounts due under this lease.
- f. Pay all taxes on Tenant's personal property located on the Premises.
- g. Allow Landlord to enter the Premises at any time, without prior notice, to perform Landlord's obligations, inspect the Premises, and show the Premises to prospective purchasers or tenants.
- h. Repair, replace, and maintain any part of the Premises used by Tenant, normal wear excepted, at Tenant's sole cost and expense, including but not limited to repairing and maintaining the perimeter fences and gates on or surrounding the Premises.
- i. Repair or replace any damage to the Premises, or any improvements located on the Premises caused by Tenant, Tenant's agents or employees, or Tenant's livestock.
- j. Tenant shall maintain the following insurance with carriers that maintain an AM Best rating of A-VII or higher: (a) Business Automobile Liability insurance with limits of \$500,000 to higher; and (b) Farm Commercial General Liability insurance with limits of \$500,000 per occurrence and \$500,000 in the aggregate or higher and including contractual liability, personal and advertising injury, and products and completed operations coverage. Upon request from Landlord, Tenant will provide copies of endorsements (additional insured, waivers of subrogation, et. al.) and certificates of insurance as evidence of the required coverage and each certificate shall indicate that the broker or insurer shall endeavor to provide Landlord with thirty (30) days prior written notice of cancellation.
- k. Surrender and deliver up the Premises upon termination of the lease, in good order, condition and repair, ordinary wear and tear excepted.
- l. Use the highest standards of animal husbandry in grazing the Premises and shall exercise prudent stocking rates as generally considered appropriate to the area and as described on Page 1 hereof under "USE".
- m. Keep all gates on the Premises closed and locked, at ingress to and egress from the Premises being at those places designated by the Landlord.
- n. Represent that the Premises in its present condition is currently suitable for Tenant's intended use, including perimeter fencing, water-gap fencing and gates.

### **Tenant agrees and covenants not to —**

- a. Use the Premises for any purpose other than that stated in the lease.
- b. Create or allow a nuisance to occur or permit any waste to be deposited on the Premises.
- c. Change Landlord's lock system.
- d. Change or alter the improvements or fences located on the Premises during the Term of this lease, without Landlord's prior written consent.
- e. Allow a lien to be placed on the Premises.
- f. Assign this lease or sublease any portion of the Premises without Landlord's prior written consent.
- g. Graze more than 28 head of mother cows and 2 bulls.
- h. Allow cattle to graze outside areas as designated from time to time by Landlord.
- i. Hunt or fish on the Premises or allow anyone else to do so.
- j. Litter or leave trash or debris on the Premises.

## **IV. Landlord's Agreements and Covenants**

**Landlord agrees and covenants to** (a) lease to Tenant the Premises for the entire Term beginning on the Commencement Date and ending on the Termination Date unless terminated sooner pursuant to the terms hereof and (b) replace those portions of the perimeter fence damaged beyond repair by rangeland fire, flooding or natural disaster and (c) if needed during the term of this Lease, replace portions of the perimeter fence which become unable to retain cattle on the Premises due to aging or obsolescence.

## **V. Landlord and Tenant Agreements**

### **Landlord and Tenant agree to the following:**

1. Termination. Notwithstanding any other provision in the lease to the contrary, at any time after January 1, 2024, either party may terminate this lease by giving a six (6) month prior written notice of such termination to the other party. Any such termination must cover the entire Premises. Upon such termination, the Tenant agrees to vacate the Premises, remove all livestock and any equipment owned by Tenant located on the Premises no later than the last day of the six month termination period set forth in the written notice of termination discussed above.

2. Tenant Activities.

Tenant may gather and remove his livestock on the Premises and may perform certain activities relating to health and welfare of the livestock which are generally considered



appropriate to the area so long as such activity is performed in a safe and organized manner. Tenant shall not commit any act on the Premises which is a nuisance or annoyance to the residents of the Ranch (as hereinafter defined) or to the Landlord.

### 3. Alterations.

Tenant shall not make any additions or alterations to the Premises without Landlord's prior written consent. Any physical additions or improvements to the Premises made by Tenant, at Landlord's option, shall become the property of Landlord upon termination of this lease. Landlord may require that Tenant, at termination of the lease and at Tenant's sole cost, remove any physical additions and improvements, repair any alterations, and restore the Premises to the condition existing at the Commencement Date, normal wear excepted.

### 4. Abatement.

Tenant's covenant to pay Rent and Landlord's covenants are independent. Except as otherwise provided, Tenant shall not be entitled to a Rent rebate for any reason.

### 5. Condemnation/Substantial or Partial Taking.

- a. If the Premises cannot be used for the purposes contemplated by this lease because of condemnation or purchase in lieu of condemnation, this lease shall terminate.
- b. Tenant shall have no claim to the condemnation award or proceeds in lieu of condemnation.

### 6. Default by Tenant/Remedies.

Defaults by Tenant are: (a) failing to pay Rent when due; (b) abandoning or vacating a substantial portion of the Premises; and (c) failing to comply within ten days after written notice with any provision of this lease other than the events of default set forth in (a) and (b) above. Landlord's remedies for tenant's default are to (a) enter and take possession of the Premises, after which Landlord may relet the Premises on behalf of Tenant and receive the Rent directly by reason of the reletting, and Tenant agrees to reimburse Landlord for any expenditures made in order to relet; (b) enter the Premises and perform Tenant's obligations; and (c) terminate this lease by written notice and sue for damages.

### 7. Default/Waiver/Mitigation.

It is not a waiver of default if the non-defaulting party fails to declare immediately a default or delays in taking any action. Pursuit of any remedies set forth in this lease does not preclude pursuit of other remedies in this lease or provided by law. Landlord and Tenant have a duty to mitigate damages.

### 8. Holdover.

If Tenant does not vacate the Premises following termination of this lease, Tenant shall become a tenant at will and must vacate the Premises on receipt of notice from Landlord. No holding over by Tenant, whether with or without the consent of Landlord, shall extend the Term.

9. Indemnification.

Tenant agrees to pay, and to protect, defend, indemnify and hold harmless Landlord, its agents, partners, employees, officers, directors, stockholders, successors and assigns from and against any and all liabilities, losses, damages, costs, expenses (including all reasonable attorney' fees and expenses of Landlord), causes of action, suits, claims, demands or judgments of any nature whatsoever, INCLUDING, WITHOUT LIMITATION, THOSE ARISING FROM THE JOINT, CONCURRENT, OR COMPARATIVE NEGLIGENCE OF LANDLORD, EXCEPT TO THE EXTENT ANY OF THE FOREGOING IS CAUSED BY LANDLORD'S GROSS NEGLIGENCE OR WILLFUL MISCONDUCT, arising from (i) any injury to, or the death of, any person or animal or damage to property on the Premises, in any manner growing out of, connected with or related to the use , non-use, condition or occupation of the Premises, whether by Tenant or any subtenant or other occupant of any portion of the Premises, or by its agents, servants, invitees, employees or assigns, except to the extent such injury. loss or damage is the direct result of Landlord's or any of it's agents' gross negligence or willfully wrongful misconduct (it being understood that Landlord shall not be responsible for any omissions or failure to act on its part), (ii) any noncompliance with any applicable Federal, state or local environmental laws or regulations which occur during the Term of this lease and/or (iii) any violation by Tenant or any subtenant of Tenant of any agreement or condition of this Lease, or any restriction, law, ordinance or regulation, in each case affecting the Premises or any part thereof or the ownership. occupancy or use thereof.

10. Waiver

TENANT WAIVES ANY AND ALL CLAIMS IT MAY HAVE AGAINST LANDLORD AND ITS AGENTS, EMPLOYEES, PARTNERS, OFFICERS, DIRECTORS, SHAREHOLDERS, SUCCESSORS AND ASSIGNS, FOR DAMAGE OR INJURY TO ANY PERSON, ANIMAL, OR PROPERTY SUSTAINED BY TENANT OR ANY PERSONS CLAIMING BY, THROUGH OR UNDER TENANT OR BY ANY OCCUPANT OR SUBTENANT OF THE PREMISES OR ANY PORTION THEREOF OR BY ANY OTHER PERSON, RESULTING FROM ANY PART OF THE PREMISES OR ANY OF THE IMPROVEMENTS, EQUIPMENT OR APPURTENANCES BECOMING OUT OF ORDER, OR RESULTING FROM ANY ACCIDENT ON OR ABOUT THE PREMISES OR RESULTING DIRECTLY OR INDIRECTLY FROM ANY ACT OR NEGLIGENCE OF ANY PERSON, PROVIDED HOWEVER, THAT TENANT'S FOREGOING WAIVER PURSUANT TO THIS SECTION SHALL NOT REQUIRE TENANT TO WAIVE CLAIMS AGAINST LANDLORD ARISING OUT OF GROSS NEGLIGENCE OR WILLFULLY WRONGFUL MISCONDUCT OF LANDLORD OR ANY OF LANDLORD'S AGENTS (IT BEING UNDERSTOOD THAT LANDLORD SHALL NOT BE RESPONSIBLE FOR ANY OMISSIONS OR FAILURE TO ACT ON ITS PART). ALL PERSONAL PROPERTY BELONGING TO TENANT OR ANY OCCUPANT OF THE PREMISES THAT IS IN OR ON ANY PART OF THE PREMISES SHALL BE AT THE RISK OF TENANT OR OF SUCH OTHER PERSON ONLY, AND LANDLORD SHALL NOT BE LIABLE FOR ANY DAMAGE THERETO OR FOR THE THEFT OR MISAPPROPRIATION THEREOF.

11. Attorney's Fees.

If either party retains an attorney to enforce this lease, the party prevailing in litigation is entitled to recover reasonable attorney's fees and court and other costs.

12. Entire Agreement.

This lease, together with the attached exhibits and riders, is the entire agreement of the parties, and there are no oral representations, warranties, agreements, or promises pertaining to this lease or to any expressly mentioned exhibits and riders not incorporated in writing in this lease.

13. Amendment of Lease.

This lease may be amended only by an instrument in writing signed by Landlord and Tenant.

14. Limitation of Warranties.

THERE ARE NO IMPLIED WARRANTIES OF MERCHANTABILITY, OF FITNESS FOR A PARTICULAR PURPOSE, OR OF ANY OTHER KIND ARISING OUT OF THIS LEASE, AND THERE ARE NO WARRANTIES THAT EXTEND BEYOND THOSE EXPRESSLY STATED IN THIS LEASE.

15. Notices.

Any notice required or permitted under this lease must be in writing. Any notice required by this lease shall be deemed to be delivered (whether actually received or not) when deposited with the United States Postal Service, postage prepaid, certified mail, return receipt requested, and addressed to the intended recipient at the address shown in this lease. Any address for notice may be changed by written notice delivered as provided herein.

16. Subordination.

This lease is subordinate to any present or future oil, gas, or other mineral exploration agreements and leases and to the lien of any mortgages or deeds of trust now or hereafter placed on the Premises. Landlord shall not be liable to Tenant for any damages for actions attributable to those agreements and shall receive all consideration paid therefor.

17. Subdivision.

Tenant acknowledges that the Premises are a part of a 1,324 +/- acre subdivision known as Wolf Creek Ranch (the "Ranch") which includes Common Area and 68 lots or tracts owned by individual property owners. Landlord shall have the right to designate those areas within the Premises that Tenant may use for grazing and Tenant agrees to limit grazing to those designated areas. Designated areas include all the Premises except portions of individual lots or tracts where owners have erected private yard fences around portions of their ownerships to effectively fence out Tenant's cattle adjacent to houses. Landlord acknowledges that Tenant's cattle may graze on

unfenced lots or tracts of owners and such grazing shall not constitute non-compliance with this lease.

18. Non-Exclusive

Notwithstanding anything to the contrary, this lease shall be non-exclusive and Landlord shall have the right, at all times, to conduct activities on the Premises as deemed desirable by Landlord and Landlord shall be permitted to enter the Premises at any time and for any purpose.

IN WITNESS WHEREOF, the undersigned have executed this lease as of the date first above written.

LANDLORD:

WOLF CREEK RANCH OWNERS ASSOCIATION,  
a Texas nonprofit corporation

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

TENANT

By: \_\_\_\_\_

Name: \_\_\_\_\_

**EXHIBIT A**  
Legal Description

SURFACE ONLY of  
**WOLF CREEK RANCH,**  
a Private Subdivision containing 1,324.80 acres  
consisting of approximately  
101.90 acres out of the Leroy Smith Survey #408, ABST. #835,  
121.10 acres out of the H. A. Chadwick Survey #623, ABST. #196,  
33.00 acres out of the H. A. Chadwick Survey #624, ABST. #228,  
58.23 acres out of the Logan Vandever Survey #521, ABST #933,  
102.69 acres out of the Robert Adams Survey #680, ABST. #20,  
620.20 acres out of the Uriah Harris Survey #659, ABST. #395,  
5.76 acres out of the W. B.Reynolds Survey #1575, ABST. #1709,  
72.95 acres out of the W. R. Hampton Survey #10, ABST. #1700,  
66.45 acres out of the W. R. Hampton Survey #10, ABST. #1699,  
8.10 acres out of the Alexander Pabst Survey #1043, ABST. # 689,  
6.30 acres out of the J. P. McLish Survey, ABST. #604,  
128.15 acres out of the Eastern Texas R. R. Survey #9, ABST. #295,  
being a portion of that certain Tract #One  
conveyed to Buchanan Investments, Ltd., a Texas Limited Liability Partnership in  
Volume 0818, Pg. 0728  
of the Official Public Records of Burnet County, Texas.



# Wolf Creek Ranch Owners' Association

## Treasurers Report

Q3- Nov 18<sup>th</sup> 2023

### Overall Financial Condition

Through the end of the 4th Qtr. of 2023, we continued to be in good financial shape. Road resurfacing has been completed from the Main Gate to the Barn and dumpster area. In addition, the road edge recovery was also completed.

### CPA's Statement of Assets, Liabilities and Equity – 10/31/2023 (attached)

- **Road Reserve Fund** stands at \$114,128 after the 2023 contribution and draw down for 2023 work
- **Operations –Sustainability (Rainy Day) Fund** \$54,500
- **Contingency Allowance** is \$7,000
- **Three CD's totaling \$154,000** will mature in 7 months (\$88K, \$44K, \$22K)

### Statement of Revenue and Expenses – 10/31/2023 (Attached)

- **Fence Section Replacement project** has been completed for 2023. Mark Stracke may have comments.
- **Grazing Lease** will provide an additional \$2,000 in revenue for 2024. Mark Stracke may have comments.
- The **Middle Gate** suffered some minor electrical damage to the Exit Loop detector several months ago creating an issue where a vehicle detection persisted after the vehicle had left the zone, causing the gate to remain open from time-to-time. A spare loop detector replaced the failing unit and the issue has been resolved. It was later discovered that the Middle Gate Kiosk was also affected and was no longer able to be programmed with access codes or clicker updates. Corrective action was taken and it is back to normal operation. Additional electrical surge protection is planned for that location.

### 2023 Dues Collection Status:

- 67 Owners are paid in full, 1 Owner is on the Monthly Plan as of 2023-Nov and is current.

### 2023 Approved Budget as of 10/31/2023

- See attached

### 2024 Pre-Preliminary Budget as of 11/14/2023

- See attached

Respectfully submitted by John Manton, **WCROA** Treasurer

**Wolf Creek Ranch Owners' Association**  
**Statement of Assets, Liabilities, and Equity**  
**Income Tax Basis**  
**As of October 31, 2023**

*Assets*

***Current Assets***

Cash-Wells Fargo #3191	\$	90,668.60
PNC Bank Money Market - 49-5040-1615		27,014.26
Wells Fargo/WCROA CD 2113		22,000.00
Wells Fargo/WCROA CD 6809		44,000.00
Wells Fargo/WCROA CD 6817		88,000.00
Annual Dues Receivable		450.00

***Total Current Assets*** 272,132.86

***Property and Equipment***

Equipment & Fixtures	\$	2,850.00
Gate Remote Clickers		373.55
Less Accumulated Depreciation		<u>(2,850.00)</u>

***Total Property, Equipment, and Fixtures (See Notes 2 & 3)*** 373.55

***Total Assets*** \$ 272,506.41

***Liabilities and Equity***

***Current Liabilities***

Employment Taxes Payable	\$	586.12
FUTA Payable		42.00
Deferred Revenue		<u>2,700.00</u>

***Total Current Liabilities*** 3,328.12

***Equity***

Capital Maintenance-Road Resurfacing Reserve Fund	\$	114,128.00
Operations-Sustainability Fund		54,500.00
Contingency Allowance		7,000.00
Retained Earnings-Operating Fund		<u>93,550.29</u>

***Total Equity*** 269,178.29

***Total Liabilities and Equity*** \$ 272,506.41

**Wolf Creek Ranch Owners' Association**  
**Actual to Budget Variance Report**  
**Income Tax Basis**  
**For the Ten Months Ended October 31, 2023**

	<u>October 31, 2023</u>	<u>Annual Budget</u>	<u>Variance</u>	<u>Percentage of Budget Line Item</u>
<b>Revenue</b>				
Annual Dues Assessments	\$ 183,600.00	\$ 183,600.00	\$ 0.00	100.00
Handling Fee & Late Fees	1,338.00	0.00	1,338.00	-
Operation Sustainability Fund - Sale Assessment	250.00	0.00	250.00	-
Prior Year Carryover	0.00	128,576.00	(128,576.00)	-
Grass Lease	2,000.00	2,000.00	0.00	100.00
Dividend Income	209.62	0.00	209.62	-
Interest Income	3,026.58	0.00	3,026.58	-
<b>Total Revenue</b>	<b>\$ 190,424.20</b>	<b>\$ 314,176.00</b>	<b>\$ (123,751.80)</b>	<b>60.61</b>
<b>Operating Expenses</b>				
Wages	\$ 27,722.80	\$ 32,800.00	\$ (5,077.20)	84.52
Payroll Tax Expense	2,120.84	2,500.00	(379.16)	84.83
Futa Expense	42.00	110.00	(68.00)	38.18
Suta Expense	20.70	75.00	(54.30)	27.60
Health Care	395.00	450.00	(55.00)	87.78
Mileage Reimbursement	520.87	500.00	20.87	104.17
Contract Labor	637.75	8,250.00	(7,612.25)	7.73
Computer & Internet Expense	855.25	1,200.00	(344.75)	71.27
Insurance Expense	14,343.00	21,000.00	(6,657.00)	68.30
Firewise Expense	8,357.79	10,000.00	(1,642.21)	83.58
Office Expense	652.57	1,100.00	(447.43)	59.32
Bank Charges	54.00	50.00	4.00	108.00
Postage & Delivery	189.00	300.00	(111.00)	63.00
Legal & Consulting	892.00	2,000.00	(1,108.00)	44.60
Accounting Fees	4,425.00	4,745.00	(320.00)	93.26
Events/Annual Board Meeting	117.45	500.00	(382.55)	23.49
Repairs & Maintenance-Gates	1,909.77	1,200.00	709.77	159.15
Repairs & Maintenance-Dock	791.17	1,000.00	(208.83)	79.12
Repairs & Maintenance-Fences	314.09	500.00	(185.91)	62.82
Repairs & Maintenance-Roads	25.11	2,000.00	(1,974.89)	1.26
Tools, Equipment & Supplies	348.77	300.00	48.77	116.26
Repairs & Maintenance-Facilities & Grounds	6,322.38	5,800.00	522.38	109.01
Telephone - Office	1,910.20	2,275.00	(364.80)	83.96
Telephone - Gates	1,915.22	2,275.00	(359.78)	84.19
Utilities	4,238.56	5,000.00	(761.44)	84.77
Website	549.49	225.00	324.49	244.22
Trash Pick-Up	7,757.38	9,500.00	(1,742.62)	81.66
Groundskeeping	3,704.97	3,500.00	204.97	105.86
Wildlife Management	747.01	1,200.00	(452.99)	62.25
Property Taxes	2,609.65	2,600.00	9.65	100.37
Licenses and Permits - Dock	75.00	100.00	(25.00)	75.00

See Accountants' Compilation Report

**Wolf Creek Ranch Owners' Association**  
**Actual to Budget Variance Report**  
**Income Tax Basis**  
**For the Ten Months Ended October 31, 2023**

Lease-Boat Dock	654.93	725.00	(70.07)	90.34
Federal Income Tax Expense	0.00	120.00	(120.00)	-
Road Improvements	52,838.00	105,676.00	(52,838.00)	50.00
Dock-Repair	12,474.90	10,000.00	2,474.90	124.75
Fence Section Replacement	9,000.00	10,000.00	(1,000.00)	90.00
Cactus Abatement/Land Mgmt.	16,344.58	22,600.00	(6,255.42)	72.32
<b>Total Operating Expenses</b>	<b>\$ 185,877.20</b>	<b>\$ 272,176.00</b>	<b>\$ (86,298.80)</b>	<b>68.29</b>
<b>Other Expenses</b>				
Unforeseen Contingency	\$ 0.00	\$ 2,000.00	\$ (2,000.00)	-
Road Resurfacing Reserve	0.00	40,000.00	(40,000.00)	-
<b>Total Other Expenses</b>	<b>\$ 0.00</b>	<b>\$ 42,000.00</b>	<b>\$ (42,000.00)</b>	<b>0.00</b>
<b>Total Expenses</b>	<b>\$ 185,877.20</b>	<b>\$ 314,176.00</b>	<b>\$ (128,298.80)</b>	<b>59.16</b>

See Accountants' Compilation Report

# DRB Report: November 18th, 2023

## Improvement Projects

Owner	Tract	DRB POC	App Date	Project Description	Contractor	Approval	Start	Anticipated Completion	Status
McLelland	WB-8	Lyn	5/19/2021	Septic, drive, utility pad, parking area	Bostic	5/25/2021	5/15/2021	????	In progress
Piechowski	WR-13B	Lyn	10/25/2021	Install pool and deck in back of home	Homeowner	11/1/2021	ASAP	12/1/2023	In progress
Wong	WR-1B-1B	Terry	6/25/2022	Erosion Control	Self & TBD	7/17/2022	7/20/2022	7/1/2023	In progress
WCR Commons	WCR - Common Area		11/21/2022	Water tank in common area for fire management	Andy Piechowski	1/25/2023	1/1/2023	6/30/2023	Complete
Meier	MCE-2	Andy	1/3/2023	Well House	Self	1/11/2023	1/15/2023	9/30/2023	Nearing completion
Meyer	ER-2B	Lyn	4/17/2023	Storage Shed	Self			5/17/2023	Nearing completion
Machell	ER-1-A	Lyn	6/2/2023	Install additional rainwater tanks, greenhouse, fencing	Kingdom Home Services	6/12/2023	ASAP	9/30/2023	In progress, Rainwater and greenhouse complete; remainder requires welding and will be weather dependent

## New Construction Projects

Owner	Tract	DRB POC	App Date	Variance	Contractor	Approval	Start	Anticipated Completion	Status
McLelland	WB-8	Neida/Lyn		None		12/13/2012			Exterior substantially complete
Cleary	ER-9A	Andy	1/20/2022	None	Marley Porter (architect)				Site visit conducted. Awaiting owner selection of contractor and completed application
Sarnelli	MCW-6B1	Terry	4/11/2022	None	CW Designer Homes, Inc.	10/18/2022			Complete and moving in
Kwolek	WR-1B1A	TBD	3/11/2022	None					Preliminary application only; variance site visit conducted
Krueger	ER 4-A2	Andy	11/7/2022	None	Currey Builders	1/16/2023			Framing complete; external siding begun. House is dried in.
Kelley	WCW-5	Terry	10/9/2022	None		10/28/2022		Feb-24	Roof on, siding complete, windows in, septic in; beginning interior paint, tile, flooring within 2 weeks
Learmonth	WR-5	TBD	11/1/2022	None					Preliminary application only
Machell	ER1-A1	TBD	1/11/2023	None	Kingdom Home Services	1/21/2023			Complete
Stukuls/Ono	ER-10A	Lyn	3/14/2023	None	Steve Sopp Construction	4/8/2023			Framing complete; windows in; dried in
Poche	ER-6A	TBD	9/9/2023	None	John Morgan Homes, LLC				Form work begun



WOLF CREEK RANCH  
Land Management Report  
Board Meeting  
11/18/2023

<b>Remaining Budget Money for 2023</b>		<b>\$6,255</b>
<b>Projects for 2023:</b>		
WB Trail Road / Commons – Mow small regrowth of brush and spray with Pasture Guard/Remedy mix	Eliza/Jennifer (Volunteer)	
Field at Main Gate – Spray with Plateau	2023 Neil	600
Arena Area - Remove very large fallen Oak Tree behind arena (Ongoing)	2023 Eliza/Ramon	700
Tunnel – Raise canopy /remove trees hanging in the road/pick up dead tree along road	2023 Eliza/Ramon	700
Wolf Creek Ranch roads – Raise canopy of Oak Trees/remove dead Cedar Elm on WB road	2023 Eliza/Ramon	1,400
Purchase Products – Remedy, Pasture Guard, Diesel	2023 Eliza	550
Commons along RR 2341 - Clean out brush under Oak Trees, Cedar Elms, Mesquite (Ongoing)	2023 Eliza/Ramon	700
Commons along RR 2341 – Cut and spray brush / whitebrush, agarita, cat claw in pasture area (Ongoing)	2023 Eliza/Ramon	700
Commons in front of RR1 along RR 2341 – Cut and remove dead trees and brush along fence	2023 Eliza/Ramon	700
Commons by Office – Cut and remove dead tree in creek	2023 Eliza/Ramon	700
Commons in front of MCE 3 – Remove Persimmon for new pastureland	2023 Eliza/Ramon	1,400
Commons across from ER 8 -12 – Cut /spray stumps and remove brush (3 days)	2023 Eliza/Ramon	4,200
Morgan Creek in front of MCE-3 - Remove debris in trees in creek side	2023 Chris & family / Eliza (Volunteers)	\$ 12,350
<b>Estimated Total Amount to complete work for 2023</b>		
<b>Remaining Projects carried over from 2023 to be completed in 2024</b>		<b>(\$12,350 - \$6,255 = \$6,095)</b>
<b>6,095</b>		
<b>Projects for 2024:</b>		
Unknown Issues (Storms/Dead Trees/Brush)	2024	?
WCR Roadside Spraying – Spray for weeds for 6’-8’	2024 Neil/Americas best pest	1,300
All Pastures – Spring Weed Control Spraying	2024 Neil/ Americas best Pest	3,600
Tunnel – Cut trees overhanging road / Thin trees on downside	2024 Eliza/Ramon/Jennifer	700
Commons along Chestnut Trail Road – Cut brush, Cedars out from under Oak Trees	2024 Eliza/Ramon	1,400
Purchase Products – Remedy, Pasture Guard, Diesel	2024 Eliza	1,200
Office Area – Clean Specimen Oak Trees (Ball Moss)	2024 Eliza/Ramon	700
Main Field – Clean Mesquite and 3 other trees (Mistletoe)	2024 Eliza/Ramon	700
Morgan Creek Sides- Remove dead trees	2024 Eliza/Ramon	?
Pasture at the Pass – Reclaim pasture area	2024 Eliza/Ramon	700
Commons on left side of road across from Helipad – Recut brush/remove fallen Oak tree	2024 Eliza/Ramon	?
WB Trail Road Commons – Raise canopy and remove dead cedars (WB-6 thru WB-7) (3days)	2024 Eliza/Ramon	4,200
<b>Estimated Total Amount for work in 2024</b>		<b>\$14,500</b>

**Projects for 2025:**

WB Trail Road Commons – Raise canopy and remove dead cedars (WB -7 thru WB – 8)

2025 Eliza/Ramon 7,000

**Completed Project for 2023**

Clean pasture at top corner of White Bluff Trail road	1/4/23	Eliza/Randy/Jennifer/Ramon
Work in ditch along WB-9B – Cut brush and spray stumps	1/4/23	Eliza/Ramon
Cut and spray brush along Hallelujah Hill and on upper ledge	1/6/23	Eliza/Ramon
Clean out ditch going up Hallelujah Hill along MCW – 1, 2	1/6/23	Eliza/Ramon
Cut tree limbs above ditch/culvert along AC – 1	1/18/23	Eliza/Ramon
Clean roadsides along AC-1, AC-2 and AC-3	1/18/23	Eliza/Ramon
Clean out Panther Draw	1/18/23	Eliza/Ramon
Clean roadside ER-2/ER-3	1/19/23	Eliza/Ramon
Clean Commons across from ER-5 to ER-10	1/19/23	Eliza/Ramon
Pick up dead cactus along AC-3	1/27/23	Eliza/Jennifer
Middle Gate – Create additional rock bed for Desert Willow	2/7/23	Jennifer/Eliza
WB Trail –Oak Tree field – Cleaned/removed leaves, rocks, cactus	2/13/23	Randy/Eliza
WB Trail – Oak Tree field area & Commons – mowed	2/15/23	Randy/Eliza
WB Trail Project – Park area and start of trail along creek cleaned	3/13/23	Eliza/Jennifer/Ramon
WB Trail Project – Trail cleaned and created	3/14/23	Eliza/Jennifer/Ramon
WB Trail Project – Trail cleaned and created	3/15/23	Eliza/Jennifer/Ramon
WB Trail Project – Trail marked with arrows and signage	4/5/23	Eliza/Jennifer/Randy
Office, Arena, Round pen area – Sprayed	4/11/23	Eliza
Middle Gate, East Gate, Pavilion, Dock area - Sprayed	4/12/23	Eliza
WB Tail Project – Cleared entrance at Marker 11	4/13/23	Eliza/Jennifer/Ramon
Middle Gate – Steel posts at fence corners sealed with primer	4/17/23	Jennifer
Dock lawn and road entrance – Mowed	4/19/23	Eliza
Middle Gate – Steel posts painted black to match gates	4/22/23	Jennifer
Oak Tree at Office – Raise canopy	5/3/23	Eliza/Jennifer (volunteer)
Middle Gate – Put in dirt, plant desert Willow and finish rock bed	5/8/23	Eliza/Jennifer/Randy (volunteer)
WB Commons at WB – 5A – Remove brush pile	5/6,5/12,5/22	Eliza
Hampton House - Pick up cut logs	5/6,5/12,5/22	Eliza
Roadsides – Spray (Pasture Guard) new growth of unwanted brush to Legacy5/30/23	5/6,5/12,5/22	Eliza /Bill
Hallelujah Hill – Remove 2 dead bushes (False Willow)	6/6/23	Eliza/ Ramon
WB Oak Tree Field – Remove brush pile	6/6/23	Eliza/Ramon
The Pass – Remove dead Cedar Tree	6/6/23	Eliza /Ramon

Tunnel – Remove dead tree	6/6/23	Eliza/ Ramon
Lake View Park – Remove cut brush from the new fence project	6/6/23	Eliza/Ramon
Lake View Park - Remove Cedar/Spray cactus for new park area (ongoing)	6/6/23	Eliza/Neil/Ramon
White Bluff Trail – Jackhammer 8 holes for posts	6/10/23	Eliza/Ramon
All Wolf Creek Ranch roadsides – Mow weeds/grass for 3'	6/13/23	RCL
All Wolf Creek Ranch roadsides for 6-8"	6/28/23	Americas best Pest (Neal)
Tunnel – Removed limbs on fallen tree	7/24/23	Eliza/Ramon
Hallelujah Hill – Remove dead brush along road	7/24/23	Eliza/Ramon
HR1A by the Pass – Open line of sight/raise canopy	7/24/23	Eliza/Ramon
Chestnut Trail Road – Cut brush and sprayed stumps along the road	7/24/23	Eliza/Ramon
East Gate – Cut bush mesquites and spray stump along RR2341	7/24/23	Eliza/Ramon
WB Trail – Mark path with signage (ongoing)	Completed 8/12/23	Jennifer/Randy/Eliza (Volunteer)
Path to WBT (Bottom Entrance) – Cut and remove fallen large Cedar limb	9/13/23	Eliza/Ramon
Commons in front of RR1 along RR 2341 – Cut and remove dead trees and brush	9/13/23	Eliza/Ramon
Commons by Office – Cut and spray brush in pasture	9/13/23	Eliza/Ramon
Path to Tommy's shed – Cut brush / Raise Oak Tree limbs	9/13/23	Eliza/Ramon

# Repairs and Maintenance - Facilities & Grounds FY-2024

Rev 2.0

Item	Cost Est.	Comment
Gate repairs	\$ 300	Remove/re-weld broken hinge on Main Gate
Gate Landscaping	\$ 300	Mulch for Main and East Gates
Gate Plants	\$ 350	Add/replace select plants at gate entrance
Flags at Main Gate	\$ 350	Replace US & Texas flags as needed
Paint Pavilion	\$ 275	Paint/Stain materials only, volunteer labor
Low Water xing marks	\$ 75	Strip, paint, lettering low water xing at barn road
Replace RR ties	\$ 475	Replace rotting RR ties behind barn
Ranch Signage Repairs	\$ 500	Replace rotting sign posts, add select new
Main Gate Watering	\$ 200	Reconfigure sprinkler heads/locations
Middle Gate surge prot	\$ 225	Add electrical surge protection to Middle Gate
Main/East Gate surge	\$ 400	Add electrical surge protection to Main/East Gates
Pavilion table	\$ 250	Resurface table top of round table near water
Mailbox/Pavilion seal	\$ 350	Seal cement pad (500sqft + 900sqft)
Main gate Wall lights	\$ 1,200	Replace existing lights due to condition/age
East Gate Signage	\$ 2,000	Duplicate Main gate signage (x1)
East Gate Wall lights	\$ 900	Replace existing lights due to condition/age
Main Gate wall repairs	\$ 800	Repair cracked/missing mortar joints
Paint Gates	\$ 1,800	Nailhead Spur estimate (~\$600 per gate)
Barn Gutters	\$ 2,600	160ft + 4 downspouts, leaf guards
Paint Barn	\$ -	West side, hail marks
Corral Post reinforce	\$ 1,000	Re-cement 10-15 posts
Round pen		Paint/dig out
<b>Total</b>	<b>\$14,350</b>	

# 2023 WCR Maintenance

Year

2023

Row Labels	Sum of Time Min
<b>Barn</b>	<b>1710</b>
Adjusted Barn sign light	15
Assemble downspout	90
Barn heater, outside hose bib	10
Barn inside light motion sensor install	15
Barn leaves	45
Barn leaves/pollen removal	20
Barn lights cleaning	40
Barn lights replacement	35
Barn lights replacement (shower)	10
Barn night inside bulb repair	25
Barn photosensor replacements x2	55
Barn trash etc	10
barn trash, barn leaves, etc	10
Begin lamp replacement of barn lights	60
Check A/C unit, get cap size/style, check new stock tank	10
Check new main gate stock tank	30
Clean Barn driveway of leaves	15
Clean Barn of leaves	70
Clean Barn of leaves & Trash	90
Clean Barn of leaves, remove trash	5
Clean Barn trash	5
Clean Barn trash, clean picnic table, doors	15
Clean Barn trash, remove old gutter hdwr	15
Clean camera lens	5
Cleaned Cow poop off barn porch	40
Cleaned Cow poop off barn porch,leaves	25
Download event logs from all gate kiosks	25
Get hill light parts ready for paint	5
Get water tank onto truck, fill 150 gal	25
Install downspout	105
Install paper towel holders	10
Install water flow meter at new stock tank	10
Lubricate all door hinges in barn	5
Move/fix/repair barn hoses	10
Organize gate operator equipment	5
Paint barn hitching posts x2, water timer pvc	95
Paint barn posts, barn side trim	300
Paint left post, begin fitting of downspout pieces	65
Purchase, install stock tank in EAST pasture area	105
Remove barn wasp nests	5
Remove trap for rock squirrels	5
Remove water tank from truck	5



## 2023 WCR Maintenance

Repair hitching posts at barn	15
Replace soap dispensers in restrooms, office, etc	5
Set trap for rock squirrels	55
Setup tables/chairs for mtg	5
Squirrel Relocation	5
Sweep/blowoff chip from low water crossing	40
Update office computer software	5
Wasp nest etc elimination	15
Water sys OFF, Barn refrig heat ON	20
<b>Dock</b>	<b>710</b>
Add 2A3BC fire extinguisher at dock per LCRA	20
Add amber lights at dock per LCRA	15
Add relective tape to Dock Gates	15
Blow leaves from Dock area, ant treatment	25
Check buzzard situation at dock patio area	10
Check dock grass, patio condition	10
Check dock lights	10
Clean Dock area	90
Clean railings (buzzard poop)	45
Install buzzard annoyance line on railing	15
Install dual-lock at Dock Gate	5
Mount "Entrance & Trailer" signs at dock	10
Mount Wrong-Way sign at dock	10
Paint Dock "trailer & Entrance" signs	45
Painted 2 Dock signs	20
Rewire GFCI for protected operation	10
Rewire GFCI for railing welding issue	10
Sand and paint Dock patio section (1 of 9)	50
Sand and paint Dock patio section (3of 9)	120
Sand and paint Dock patio section (5of 9)	135
Start refurb on Dock "trailer" and "Entrance" signs	30
Remove unnecessary sign regarding rental cost	10
11/13/2023	10
<b>Dumpsters</b>	<b>50</b>
Correct dumpster overfill issue	45
Replace broken swivel clip on pole	5
<b>East Gate</b>	<b>830</b>
Adjust kiosk display contrast	5
Change lock to new combo lock, apply decal	10
Check Battery Backup	15
Check operation of Fire Dept box	10
Correct tamper switch location to prevent errors	10
Diagnose East gate Kiosk update issue	15
Display signage reminding cows on ranch	5
Grease hinges (lifted)	10
Prime/paint Fire Dept Box	10
Remove and then rivet Fire Dept Box to enclosure	10

## 2023 WCR Maintenance

Remove burn-ban signs	5
Remove/Replace Firewise sign from East Gate	5
Repair/correct battery backup operation	85
Repair/patch broken electrical conduit.	10
Verify BB operation good	5
Water plants 150gal (1 trip)	545
Water plants 150gal (2 trips)	75
<b>Electric fence</b>	<b>195</b>
Check grounding conditions	25
Extend gate wall fence section both sides	60
Fix signage down from RCL?	5
Install relay controlled by water controller	35
Painted E-fence posts	25
Repair 2 sections adjacent to RR2341 that were broken	25
Repaired US side RR2341 section, snag/destroy spring	20
<b>Firewise Water Tanks</b>	<b>55</b>
Install cold protection boxes	55
<b>Helipad</b>	<b>65</b>
Replaced 1 bulb	5
Straightened both lights	10
Test various configurations of lighting w/Mburkett	50
<b>Lower lights</b>	<b>205</b>
Inspect lights	5
Inspect, 1 out.	5
Reattach hat	5
Replaced 1 bulb	35
Replaced 2 bulbs	90
Replaced 3 bulbs, tightened 1	20
Replaced 7 bulbs	30
Silicon adhesive applied to hat	15
<b>Mailboxes</b>	<b>535</b>
1wk cleanup at mailboxes, update package box #'s	10
Ant treatment, pavillion/mail cleaning	20
Clean mailbox area	60
Clean mailbox area, broom	15
Install motion detector at mailboxes	150
Install new mailbox cluster	55
Lubricate all mailbox locks with silicon lub	15
Lubricated Mailbox package cluster boxes	5
Paint Message board (not posts, need paint)	65
Pressure washed floor and ceiling	90
Remove burn-ban signs	5
Remove spider webs, dust	20
Repair package box spring	10
Take down/store mailbox lights	15
<b>Main Gate</b>	<b>565</b>
Adjust water schedule from 7-days to 3days	5



## 2023 WCR Maintenance

Change lock to new combo lock, apply decal	10
Check Battery Backup	15
Check/Change water schedule	5
Display signage reminding cows on ranch	5
Exit Loop detecting vehicle constant, reset loop sens	10
Exit right pauses on opening, overload. Reset	10
Grease hinges (lifted)	30
Install Battery Backup on 2 gate operators	210
Paint electrical boxes	10
Paint WCR signage, E-fence posts	40
Pickup trash in area	5
Plan elec fence perimeter increase, review signage	10
Prime/paint Fire Dept Box	10
Repair/correct battery backup operation	20
Reroute reset button from BB (texas side)	5
Reroute reset button from BB (US side)	25
Reset US side, TX side not opening (rewire elec fence)	15
Reset US side, TX side not opening (water)	10
Sweep/blowoff chip from drive aprons	15
Treat fire ant mounds (x24)	25
Untangle Texas & US flag (center)	15
Verify BB operation good	5
Wire Reset button and sensor from BB	45
Checkout brown patches in front area (fungal)	10
<b>Main Gate Flags</b>	<b>85</b>
Replace 3 Texas flags	45
Replace 3 Texas flags, 3 US flags	40
<b>Main Gate sign</b>	<b>15</b>
Blow out remaining spider webs	5
Remove spider webs	10
<b>Middle Gate</b>	<b>740</b>
Adjust kiosk display contrast	5
Adjust sens of EXIT loop, replace LOOP detector	15
Change lock to new combo lock, apply decal	10
Check Battery Backup	10
Check EXIT loop detection error	10
Check operation of Fire Dept box	10
Clean gate lights	40
Diagnose gate problem, use CAT5 for comm link	135
Diagnose Middle gate Kiosk update issue	15
Diagnose protection ckt prob, make temp fix	55
Display signage reminding cows on ranch	5
Exit Loop dead, reconfigure Exit loop process	45
Exit Loop detecting vehicle constant, reset gate operator	5
Grease hinges (lifted)	20
Grease lower Entry Left gate hinge	10
Grease lower/upper Entry Left gate hinge	10

## 2023 WCR Maintenance

Install ground rods at both operators	150
Install telephone surge protection & test	35
Investigate Kiosk phone busy issue	40
Left-exit side not opening after lightning	35
Plug/paint wasp holes on rear of Fire Dept Box	10
Prime/paint Fire Dept Box	10
re-Grease lower/upper gate hinges	15
Remove burn-ban signs	5
Remove screw blocking door closure, rivet in place	10
Temporary repair of wall signage light	10
Treat fire ant mounds	15
Verify BB operation good	5
<b>Misc</b>	<b>880</b>
Apply Mulch at East Gate	35
Apply mulch at Main Gate	175
Check electric fence at main gate	10
check on stock tank at main gate	10
Checked Main Gate watering system	5
Checkout problem with Pavillion electric	5
Clean Pavillion	30
Fill hole on US flag pole #1	25
Fix cluster package box door (not closing)	10
Fixed loose "No Trailers" sign	5
Flag hard to see hill lights	5
Install rain/freeze sensor at Main Gate	120
Install wasp block on new east gate water tank	5
Office a/c filter	10
Office Router Firmware backup/update	25
Organize spare hill road light parts	10
Paint road reflector t-post (x1)	5
Paint road reflector t-post (x2)	10
Paint spare hill road light parts	15
Pavillion power issue at breaker box	10
Pickup mulch from Home Depot	75
Pickup Trash	5
Pickup trash, lubricate locks	15
Prep water tank for pavillion washing	15
Reattach Firewise sign at Middle Gate (too low)	5
Refurbished Exit sign at Main Gate replaced	80
Remount burnpile No Property Owner Dumping sign	5
Remount pavilion sign	5
Remove Main Gate exit sign for refurb	10
Remove old Firewise sign post from Main Gate	5
Repair 4 extension cords	40
Repair pavillion sign	5
Repaired Low Clearance sign	15
Repaired Low Clearance sign again	15



## 2023 WCR Maintenance

Replace/relocate Firewise Main Gate Sign	5
Replaced broken reflectors at pass posts (x4)	10
Replaced dumpster lid pole connections	20
Trash pickup on east ranch	5
Trash sign at pavillion repair	10
Verify rain sensor has paused watering	5
Verify rain sensor has resumed watering	5
<b>Pavillion</b>	<b>730</b>
Check breaker box and lights	15
Check condition, assess gutters	10
Check current draw of tree light	10
Circuit tracing of breakers to outlets/lights etc	40
Complete CB panel wiring	25
Complete Pavilion gutter/downspout install	10
Discuss gutter replacement with contractor #2	30
Inspect, clean, paint breaker panel and outlets	25
Monitor new gutter installation	50
Pressure washed patio and tables	115
Rearrange CB panel wiring, add new breaker	70
Repair pavillion sign no Dumping Sign	10
Replace 2 bulbs inside	10
Replace dead GFCI, remove other dead wiring	65
Rewire LEFT pavilion quad box (no GFCI protection)	25
Rewire RIGHT pavilion quad box (no GFCI protection)	80
Rewire RIGHT pavilion quad box, remove GFCI breaker	35
Replace Gutters & downspouts	105
<b>Ranch</b>	<b>35</b>
Check all lights (Hill, dock, mail, barn, gates, heli)	25
Straighten Road markers	10
<b>Upper lights</b>	<b>505</b>
Adjust loose light	5
Inspect LED light that needs repairs made	5
Inspect Two lights impacted by traffic for repairs	10
Inspect, 0 out.	5
Repair damaged light	105
Repair damaged light x2	50
Repair broken light using brackets	35
Repair damaged foundation, wiring	45
Repair/Paint One light impacted by traffic (more repairs needed)	55
Repair/Paint Two lights impacted by traffic (more repairs needed)	25
Repaired hats on 2 lights	10
Replaced 1 bulb	60
Replaced 2 bulbs	30
Replaced 3 bulbs	15
Replaced 4 bulbs	20
Silicon adhesive applied to hat	10
Silicon adhesive applied to hat x3	10

## 2023 WCR Maintenance

Two lights impacted by traffic, will need repairs	10
Water Tanks	5
Treat ants around base of East-gate tank	5
<b>Grand Total</b>	<b>7915</b>



## **WCR Road Work Report**

**18 November 2023 Board Meeting**

**Submitted by Kim Taniguchi**

### **Status:**

- Asphalt Paving and Maintenance completed the contracted road work and punch items on 31 October 2023.
- Final payment was made on 01 November 2023.

### **Planned Activities:**

- Review road conditions next spring to determine what, if any, repairs or resurfacing are needed in 2024.
- Assess the work required at Adams Creek crossing to clear the culverts and develop a plan to mitigate over-wash that occurs with each heavy rain.

### **Open Issues:**

- None