

## **Wolf Creek Ranch Owners Association Board of Directors Meeting Minutes**

November 22, 2025 – Silver Creek Fire Hall & Community Center

### **Board Member Attendees**

Steven Grigsby  
John Krueger  
Fred Machell  
John Manton

Steve Meyers  
Mark Poché  
Terry Stracke

### **WCR Property Owner Attendees**

Bill Bishop  
Eliza Bishop  
Mike Burkett  
Lee Kinard  
Kellyn Krueger  
Claudia Machell  
Lyn Mefford  
Pete Mefford  
Rick Ramos

Rob Sarnelli  
Sarah Sarnelli  
Aaron Shuta  
Jennifer Shuta  
Patti Skinner  
Mark Stracke  
Cindy Taniguchi  
Kim Taniguchi

### **Other Attendees**

Nelda Duff

### **Attachments**

- Draft Meeting Agenda (Exhibit A)
- Draft Board Meeting Minutes of August 21, 2025 (Exhibit B)
- Draft Electronic Board Meeting Minutes of August 26 - September 2, 2025 (Exhibit C)
- WCROA Treasurer's Report (Exhibit D)
- DRB Committee Report (Exhibit E)
- Land Management Committee Report (Exhibit F)
- WCR Maintenance Report (Exhibit G)
- Road Work (Exhibit H)
- Insurance Report (Exhibit I)

### **Business**

Having confirmed a quorum of Directors present to conduct the business of the WCROA, President Steven Grigsby called the Board of Directors meeting to order at 9:00 AM, Saturday – November 22, 2025. In-person attendance was documented via WCROA Sign-In Sheet.

- **Draft Meeting Agenda Review and Approval**  
Steven Grigsby asked Board Members if there are changes needed to the draft Meeting Agenda provided (see Exhibit A). Hearing no change recommendations, a motion was made by John Krueger that the draft Agenda be accepted for this meeting. The motion was seconded by Steve Meyers and passed by unanimous vote.
- **Upcoming Board Election**  
Two Board members' terms are expiring in April 2026 (Steven Grigsby and John

Manton). All WCROA members are encouraged to run for the Board. Board members serve three-year terms with position expirations rotating. There are no term limits for the Board.

- **Member Comments**

1. **Locks.** Jennifer Shuta asked about the status of changing the lock combination to the emergency gate next to the middle gate. This question came up at the Aug 2025 meeting because a cow had gotten loose and Jennifer needed to open the emergency gate to let the cow back in. The Board agreed that homeowners should have the code to the emergency gate. Because that code is used with other locks, the Board agreed that a new lock should be installed with a unique code.

There was further discussion about the locks on the dock gate. There are two locks in series, one for homeowners and one for guests/contractors. The guests are mainly visitors of the neighbors who live near the dock. The guests usually visit once a year for their grandchild's birthday. The neighbors have a separate insurance policy to cover this.

Mark Stracke also brought up the need for a lock on the gate upstream of the Pavillion along the path that goes to Baker Ranch. John Manton and Nelda agreed to take action to make the locks right (change/add locks, change combinations, etc.) and to share the code for the emergency gate with WCROA owners.

2. **Website Maintenance.** John Krueger brought up maintenance of the WCROA website since this is an ongoing issue that has not been resolved. The biggest complaint has been that documents are not updated in a timely manner. Also, finding documents can be challenging since there is no search tool to help the user. When browsing the site, the user is frequently asked to re-enter the password.

After discussion, Aaron Shuta and Claudia Machell volunteered to help John Manton maintain the website and make it easier to use. Steven Grigsby made a motion to amend the agenda to appoint a website committee. The motion was seconded by John Manton and passed by unanimous vote. Steven Grigsby then made a motion to appoint a website committee chaired by John Manton with members Aaron Shuta and Claudia Machell. The motion was seconded by John Krueger and passed by unanimous vote. The website committee will report their plans and progress at the next Board meeting in January 2026.

3. **Volunteer Appreciation.** John Krueger expressed his appreciation for all the volunteers on the ranch who make things happen. This includes committee members, Board members, and others who work behind the scenes. WCR wouldn't be the nice place we all enjoy without their efforts. Steven Grigsby added his appreciation which was echoed by everyone present at the meeting.

## **Items for Action**

- **Review and Approve 8/21/25 Draft Meeting Minutes.**

A motion was made by John Krueger and seconded by Steve Meyers to approve the draft meeting minutes of 8/21/25 (see Exhibit B). No further discussion was heard. The motion was passed by unanimous vote.

- **Review and Approve 9/2/25 Draft Electronic Meeting Minutes.**

This meeting was conducted by email and dealt with a request to subdivide the Meier's tract (MCE-2). A motion was made by John Krueger and seconded by Mark Poché to approve draft electronic meeting minutes of 9/2/25 (see Exhibit C). No further discussion was heard. The Board approved this request by unanimous email vote since all requirements for subdivision were met.

- **Appoint Covenant Amendment Committee.**

In years past, the Board formed a committee to review the covenants and decide which, if any, needed to be amended. The committee took inputs from the WCR owners and tried to change some of the covenants. That effort failed mainly because they tried to change several covenants at the same time. Another factor is that a non-vote is counted as a no vote, so it only takes 26% of no votes and non-votes to fail. The suggested approach is to address each covenant change individually to improve the chance of success.

Some of the covenant changes being considered:

- a) Lowering the threshold for passage of a covenant change from 75% of owners voting yes, to the state requirement of 67%
- b) Change of venue for litigation from Dallas County to Burnet County
- c) Allowing WCROA homeowners to have chickens for personal use

After further discussion, the Board decided to appoint a Covenant Amendment Committee with at least one Board member. The Board member on the committee would not participate in appeals brought to the Board by the committee. John Krueger made a motion to appoint the Covenant Amendment Committee. John Manton seconded the motion, and it was subsequently passed by unanimous vote. The Board will appoint members of this committee at the January 2026 Board meeting.

- **Adopt Road Resurface Plan.**

Kim Taniguchi provided a road resurface plan. The plan resurfaces sections of the road on a 10-year cycle, with resurfacing for 8 years and no activity for 2 years to replenish the road fund. Sections were prioritized based on need with the oldest being done first. The plan assumes a 3% annual inflation rate. The 3% assumption should be looked at more closely to see how the plan would need to change with higher inflation rates.

Aaron Shuta proposed an alternate "all at once" plan where the entire road would be resurfaced at the same time, and then not have to be resurfaced for 10 years. This plan would require a special assessment but has beneficial savings by not having to pay inflated rates for resurfacing in years 2 through 10. This plan could also allow reduction of annual homeowner dues by not having to make annual deposits into the road fund.

After much discussion, the Board decided to table the decision on the road plan until the January meeting. The resurfacing would not begin until summer with bids going out in March 2026. The Board asked Aaron Shuta to present his plan at the work session before the January Board meeting (new Action Item 2025-03).

- **Approve 2026 WCROA Budget.**

The 2026 WCROA Budget was reviewed with the WCR owners.

Highlights in the budget:

- 1) Revenue and planned spending are both \$185.6K
- 2) Road construction went from \$0 in 2025 (due to dock purchase) to \$55K in 2026 as in the adopted road resurface plan
- 3) Insurance went down from \$16.1K to \$9.7K
- 4) Accounting fees will drop significantly thanks to John Krueger's firm taking over
- 5) Accounting changing to QuickBooks which will make things run more efficiently

There were several member comments about the budget, and corrections noted:

- 1) COA Line 5086: fix comment, comment says \$1100, it should be \$45
- 2) COA Lines 5210, 8030 and 8050: delete comments

A motion was made by Steve Meyers to adopt the proposed budget with corrections noted. The motion was seconded by Mark Poché and approved by unanimous vote.

- **Approve 2026 WCROA Dues Payment Plan.**

There are no changes in the dues from 2025 to 2026. Invoices for annual dues will go out electronically and can be paid electronically (with credit card fee) or paid by check to avoid the CC fee. The annual fee can be paid at once (\$2700), or monthly with an added \$27/month. John Krueger made a motion to approve the 2026 WCROA Dues Payment Plan. Steve Meyers seconded the motion, and the plan was approved by unanimous vote.

- **Review and Approve WCROA Board of Directors 2026 Meeting Dates.**

Thursday, January 22, 2026

Saturday, April 18, 2026 – Roundup

Saturday, April 25, 2026

Saturday, August 22, 2026

Thursday, November 19, 2026

Terry Stracke made a motion to approve the WCROA Board of Directors 2026 Meeting dates. The motion was seconded by John Manton and approved by unanimous vote.

### **Committee Reports**

- **Treasurer – John Manton (See Exhibit D)**

1. Gates were over budget because the East gate was hit by at least two separate vehicles. We don't know who hit the gate. There was discussion about possible causes for the gate getting hit. The timeout for gate closure was extended to keep the gate open longer. It was changed back for the eclipse. (Does the timeout need to be extended again?) Another factor is the East gate opens close to the edge of the road.
2. Road repairs were over budget due to crack sealing that was done.
3. Dock repairs were needed due to the lake rising fast with the extreme rainfall we had in July.
4. Website was over budget because we paid for a 2-year subscription (a cost saving over two 1-year subscriptions.)

5. John Krueger's firm (Five Stone Tax) is in the process of taking over the accounting for WCR. His firm is just getting started and reviewing how things have been done before. Improvements are planned for the balance sheet to include assets that have been missing, such as the buildings, the stables, and common areas. His efforts in this matter are greatly appreciated by all.

6. The \$8000 check from the IRS has been approved but has not been received.

- **Design Review Board – Rob Sarnelli (See Exhibit E)**

Note: differences in the following list and Exhibit E are based on discussions at the Board meeting.

1. New Home Builds in progress or on the boards
  - Kwolek (WR-1B1A), framing
  - Tamulones (MCE-3), framing
  - Hughes (ER-13A), preliminary plan for site location
  - Tomlinson (MC-2/MC-3), site cleared and prepped, PEC poles to be relocated
2. Improvement Projects in progress
  - Stark, relocate visible storage container
  - Krueger, frontage fence
  - Machell, roof replacement and deck replacement
  - Piechowski, metal outbuilding installation
3. Improvement Projects complete
  - Krueger, perimeter fence
  - Lester, solar panel installation
  - Machell, windows
  - Stracke, concrete driveway
  - Grigsby, guest house (cancelled)
  - Tomlinson, site preparation

- **Land Management – Eliza Bishop (See Exhibit F)**

1. Cactus abatement is complete. Most of the 2026 budget will go towards maintenance (grass mowing, weed removal to provide more grass for cattle, raising tree canopies, etc.)
2. Proposed list of work / projects is provided in Exhibit F.

- **Maintenance Report – Nelda Duff (See Exhibit G)**

1. Activities since last Board meeting are listed in Exhibit G.
2. Projects completed and planned for the end of 2025 are outlined in Exhibit G.
3. Suggestions were made to make Exhibit G easier to understand.

- **Road Work – Kim Taniguchi (See Exhibit H)**

Low water crossing at Adams Creek continues to have a problem with getting clogged after a heavy rainfall. Options under consideration include:

1. Continue to use fire truck provided by Andy to blow out the debris from the culvert.
2. One estimate to cut out and replace with larger pipes was \$24K to \$50K. This would be cost prohibitive and is not a viable option with road resurfacing plans.
3. Ramone provided a preliminary estimate to Eliza for \$10K to fix the culvert.

Steven Grigsby recommended that Ramone provide a formal bid to Kim, and the Board will take it under consideration for next year's budget.

- **Insurance – Rick Ramos (See Exhibit I)**

1. Insurance costs were reduced from \$19K in 2024 to \$10.9K in 2025 due to a drop in

costs for D&O Liability and elimination of umbrella insurance for liability on the dock (due to dock purchase instead of leasing it).

2. Workers Compensation insurance is not needed, and this policy will be canceled.

- **Cattle and Fence Report – Mark Stracke**

1. Gap fence repair done at the Pavilion.

2. \$8K left in fencing budget will be used for extending the fence that has been replaced. 15-20% of fencing left to replace before the fence replacement project is done. We expect that to happen in two years (end of 2027). After that, the fence budget will be reduced to only cover repairs.

3. Cattle contract is for 28 pairs. Culling happens once or twice a year. The rancher gets as many as possible to keep close to the contract number.

4. We have a very good relationship with the cattle rancher.

- **Dock – No Report**

- **Firewise – No Report**

- **Managed Lands Deer Program (MLDP) – John Krueger**

We have about 50 tags. If you want a tag, Nelda has them in the office. We have 10 people on the list for deer. 3 deer have been harvested, and the hunting continues through the end of February 2026.

A motion to adjourn the meeting was made by Terry Stracke and seconded by Steve Meyers. No further discussion was had. The motion was approved by unanimous vote at approximately 11:03 AM. No Executive Session was held.

### **Action Items**

**2025-01. Main Gate Redesign.** Jennifer presented two options at the August 2025 Board meeting. The Board decided not to include the main gate redesign in the 2026 budget and defer to later years. Recommend keeping this action item open with a note to review in late 2026 to decide whether to include it or not in the 2027 budget.

**2025-02. Road Resurface Plan.** The Board requested Kim Taniguchi to present the Road Maintenance Committee's repair plan at the November 2025 Board meeting. The road plan was presented and adopted by the Board. Recommend closing this action item.

**2025-03 (New). Alternate Road Resurface Plan.** The Board requested Aaron Shuta to present an alternate road resurface plan discussed above. This plan would require a one-time assessment with the benefit of lowering the annual dues (by saving funding needed to resurface annually.)

Recorded and certified by

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Fred Machell, WCROA Secretary

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Date