

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

30 September 2017

Attendees

Eliza Bishop
Warren Dold
Tommy Skinner
Patti Skinner
Gerald McLelland
Sue McLelland
Lyn Mefford
Pete Mefford
Bob Ring

Debra Burge
Warren Struss
Cindy Taniguchi
Stephanie Black
Fred Ball
Carol Weathers
Jim Fletcher
Becky Carlberg

Attachments

1. Wolf Creek Ranch lot map, indicating safety, firewise, and cattle ranch maintenance plan project areas.
2. Wolf Creek Ranch Maintenance Committee Report – September 30, 2017.
3. Photographs 1, 1a, 2, 2a, and 3.

Business

Having confirmed a quorum of directors present to conduct the business of the WCROA, President Warren Struss called the special meeting to order at 10:05am, Saturday September 30, 2017.

The following WCROA business was conducted:

1. A motion was made by Bob Ring and seconded by Eliza Bishop to approve the draft agenda for this meeting. The motion was unanimously approved.
2. Warren Struss opened the floor to WCROA member comments with the following items discussed:
 - a. Becky Carlberg noted that maintenance of the ranch is not being performed as she believes is needed.
 - i. Eliza Bishop remarked that the new Maintenance Committee will be formally presenting their Maintenance Plan for consideration as one of the agenda matters of the day and suggested that discussion of ranch maintenance wait until that presentation is made.
 - ii. Warren Struss added that he had asked Eliza to suspend mowing until they could better understand the financial impact of repairing the pavilion road, which will also be discussed in an upcoming agenda item.

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3. A motion was made by Bob Ring and seconded by Eliza Bishop to approve draft minutes from the September 9, 2017 WCROA Board meeting, as distributed prior to today's meeting. The motion was unanimously approved.
4. Warren Struss welcomed the newly elected WCROA directors that include Cindy Taniguchi, Carol Weathers, and Tommy Skinner.
5. The following new officers to the WCROA Board of Directors were nominated:
 - a. A motion to re-nominate Warren Struss as President was made by Bob Ring and seconded by Eliza Bishop. The motion was unanimously approved.
 - b. A motion to re-nominate Jim Fletcher as Vice President was made by Warren Struss and seconded by Bob Ring. The motion was unanimously approved.
 - c. A motion to re-nominate Eliza Bishop as Treasurer was made by Bob Ring and seconded by Jim Fletcher. The motion was unanimously approved.
 - d. A motion to nominate Cindy Taniguchi as Secretary was made by Warren Struss and seconded by Bob Ring. The motion was unanimously approved.
6. Warren Struss discussed need to appoint officers for the WCR Design Review Board (DRB) and motioned that Jim Fletcher be appointed DRB Chair. The motion was seconded by Bob Ring and carried unanimously by the WCROA Board of Directors. Jim Fletcher motioned that Lee Kinard be appointed DRB vice Chair. The motion was seconded by Bob Ring and carried unanimously by the WCROA Board of Directors.
7. The following information was shared by Eliza Bishop, Maintenance Committee Chair, regarding mowing services for the common property of WCR previously provided by Allen Hopson.
 - a. Eliza received telephone contact from Mr. Hopson, who stated that he would like to continue mowing at WCR.
 - b. Mr. Hopson stated intent to contact individual Board members and homeowners if not allowed to continue mowing at WCR. (The Board noted that it would be a violation of use of the WCR directory to contact owners for this purpose.)
 - c. Mr. Hopson additionally stated that if WCR does not honor his contract, then he will hire an attorney to assist him with arbitrating his dispute.
 - d. The Maintenance Committee has asked Mr. Hopson to present a contract within 1 week.

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- e. WCR records do include a 2-month trial agreement with Mr. Hopson in 2013, only.
- f. Mr. Hopson states that he buys special insurance for WCR, which has not been verified. WCR has no evidence available to support this claim.

Board discussion concluded that being threatened by any contractor is concerning. Warren Struss added that he has also spoken with Mr. Hopson, where he was told that the contract "has always been by handshake" and that there are no written contracts. Board discussion clarified that Mr. Hopson charges \$800.00 per day to mow, regardless of work completed, while another mower, Ramon, will mow by the job. More information about mowing fees will be sought out by the Maintenance Committee and presented at the next Board meeting.

Based on perceived threats made by Allen Hopson, a motion was made by Bob Ring and seconded by Tommy Skinner to permanently terminate mowing services provided by Allen Hopson and to seek out alternative mowing vendors. The motion was unanimously approved.

- 8. Eliza Bishop made a formal presentation of the Maintenance Committee plan of action for encouraging long-term efficiencies, decreasing need for weed eating, increasing removal of vegetative debris, and enabling mowing by tractor (where possible).
 - a. Considerations
 - i. Road Safety
 - ii. Firewise Projects
 - iii. Common Area Maintenance
 - b. Proposal inclusions
 - i. To have whomever we hire or volunteer teams to clear blind areas to open road visibility along curves. Work could be completed on a project-to-project basis.
 - ii. Clear up to 10 feet on either or both road sides to improve firewise safety and view of animal encroachment.
 - iii. Remove all cedar trees within 10 feet of WCR roads. Tommy Skinner recommended that all flammable vegetation be 10 feet from roads.
 - iv. This type of clearing would allow for tractor mowing of the roadside in some areas.
 - v. A concern was raised about clearing of desirable trees, and whether an option might exist to raise canopies of some varieties such as oaks and elms. Owners were assured that established, desirable trees would remain.

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- vi. Due to inefficiency of trimming around rocks and boulders, proposed using herbicide spray to kill vegetation at rock base and trim debris.
 - vii. There is agreement that roadside lighting is well appreciated, but necessitates additional grass trimming and expense to maintain. Use of LED replacement bulbs was discussed, as was an option to use reflectors in lieu of lighting fixtures. Further investigation will be given to roadside lighting options.
 - viii. Low hanging tree limbs over roads should be raised to at least 12' above the road surface to allow for fire truck passage.
 - ix. Firewise activity will include removal of debris, including cactus, from beneath and around perimeter fencing. Fence clean up will also allow for improved fire breaks.
 - x. Cactus abatement can be made easier with herbicide spraying approximately 6 months prior to removal. Once the cactus is sickened, it can be raked and burned with much less effort.
 - xi. Road culverts have been cleared of debris and are now working properly.
- c. Bridge Repair
- i. A bid for bridge repair at the pavilion road intersection has been received from Bostic in the amount of \$8,600. A verbal bid has also been received from Billy Jack, and a written follow-up has been requested. The written bid has not been received to date. Discussion followed that Billy Jack has not previously been reliable.
- d. Road Repair
- i. There may be need for addressing erosion at road edges. This need will be reviewed by the Maintenance Committee.
 - ii. The Board was reminded by the Maintenance Committee that spraying the road edges with herbicide to keep grass from breaking up the road surface will be beneficial, and that this proactive approach is needed.
- e. Personnel and Equipment
- i. WCR will need different personnel and equipment for various jobs. Crews will be required to maintain their own insurance coverage.
- f. Debris Removal Options
- i. Burning (in the absence of a burn ban).
 - ii. Chipper rental (for mulching).
 - iii. Location(s) for debris stations have not been determined. There is Board agreement that debris should not be

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collected and stored any longer than is necessary and that it should be burned under supervision and in small batches.

- g. Suggested volunteer projects have been identified and are listed in meeting attachments.
- h. The Maintenance Committee Plan will be addressed at the next general meeting for potential action.

9. New Business

- a. The Wildlife Management Plan for harvesting deer is underway. In the past, the highest harvest count per year has been up to 20 deer.

10. The Board agreed that there is need for re-scheduling the next WCROA meeting in order to have a quorum. The 2018 budget will be presented. The next Board meeting will be moved to Saturday, November 11, 2017.

11. A motion was made by Bob Ring and seconded by Jim Fletcher to adjourn the meeting. The motion was carried unanimously and the meeting was adjourned at approximately 11:48am.

Recorded and certified by:

Cynthia B. Taniguchi
Cynthia Taniguchi, WCROA Secretary

11-11-17
Date

DRAFT AGENDA
WCROA SPECIAL CALLED MEETING
September 30, 2017
10:00 A.M.

Silver Creek Fire Hall & Community Center, 101 CR 128, Burnet

- Call Meeting to Order
- Circulate Attendee Sign In Sheet
- Approval of 9/30/17 Draft Agenda
- Brief Property Owner Comments

Items for Action:

- Review and approve the 2017 Special Election results naming the three new WCROA Board of Directors
- Discuss and approve the appointment of new Officers to the WCROA Board of Directors
- Discuss and approve Draft minutes of September 9, 2017 meeting
- Approve the Chair and Vice Chair of the Design Review Board
- Discuss with possible action the status of WCR mowing contractor

Items for Discussion

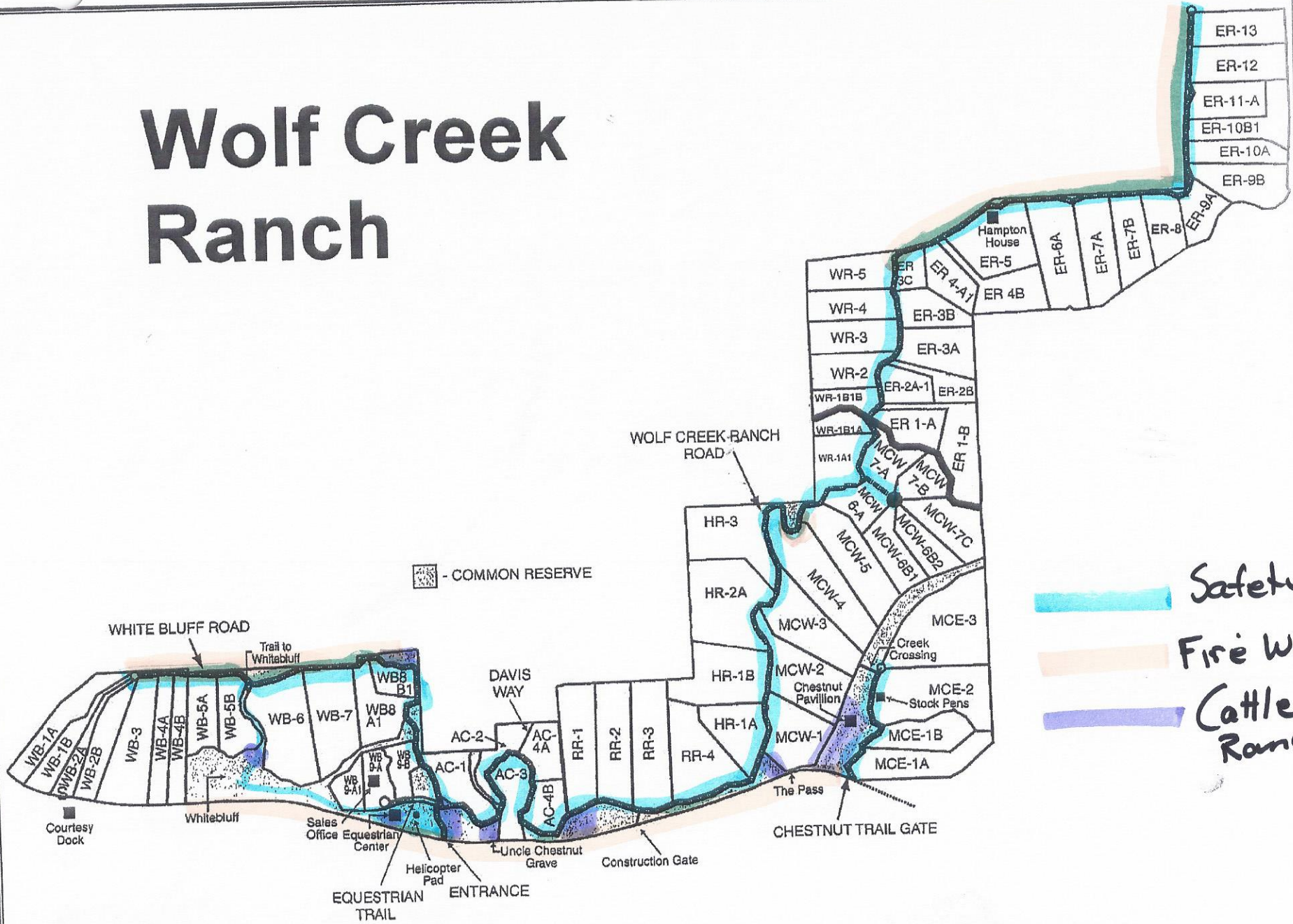
- Presentation by the WCR Maintenance Committee discussing the future maintenance plan for the Ranch
- New Business
 - Next General Meeting, November 4, 2017 @ 10:00 A.M
- Adjourn



Wolf Creek Ranch Special Called Meeting
September 30, 2017
Attendee Sign In Sheet

Warren Steuss	
Stephanie Black	
Tommy & Patti Skinner	
Delva Buge	
Lyn & Pete McFford	
Warren Dold	
FRED BALL	
Sue + Gerald McClelland	
Becky Carlberg	
Carol Weatherst	
Cindy Sanquelin	
JIM FLETCHER	
Elyza Bishop	
Bob Ring	

Wolf Creek Ranch



Wolf Creek Ranch

September 30, 2017

Maintenance Committee Report

2017-2018 Maintenance Plan ~ Common Grounds Agenda

- Common Area Maintenance Overview
- Road Safety
 - Blind Curves
 - Shoulders
 - Low Hanging Limbs
- FireWise Projects
 - Road Sides
 - Fire Breaks
 - Fences
 - Cactus
- Roadways
 - Culverts
 - Erosion ~ Both from flooding and invasive grass/weeds
 - Reflectors
- Cattle Lease
 - Watering Areas
 - Pasture Land
 - Cactus Abatement

Common Area Maintenance

- Gates
 - Main
 - Middle
 - East
- Office
 - Barn
 - Parking Lot
 - Equestrian area
 - Garbage area and driveway
 - Gate for waste disposal access
- Pavilion
 - Parking area
 - Stairs
 - Grills
 - Rock area around creek
- Dock
 - Entrance
 - Driveway and Parking
 - Stairs
 - Landing
 - Grass area
 - Walkway to dock
 - Dock

Road Safety Plans

- Blind Curves:
 - Remove small brush / cactus
 - Provides vehicles with better visibility to on-coming traffic
- Road Sides:
 - Remove Brush close to roads to improve line of sight
 - Provides better visibility of hogs, cattle, wildlife along roads
 - Allows for better access to road sides to be able to mow with tractor
- Low Hanging Limbs:
 - Remove or Trim low hanging limbs over roads
 - Improves driving conditions
 - Eliminates the need for vehicles to swerve into oncoming lanes and destruction of vehicles/trailers

FireWise Projects

- Road Sides:
 - Remove brush to create a grass buffer
 - Spray weeds to enhance grass growth
- Fire Breaks:
 - Remove Flammable brush
 - Clear area under low hanging limbs
- Fences:
 - Remove brush on fence line along FM2341 to provide protection from roadway burning
- Cactus:
 - Remove from designated areas

Road Maintenance

- Culverts:
 - Clear all brush in front and behind to allow sufficient water flow
 - Continue to clear silt which blocks pipes under the low water crossings
- Ditches:
 - Clear brush to allow water flow
- Erosion Areas:
 - Apply Rip Rap for prevention of erosion and encourage grass to grow
- Reflectors:
 - Install on curves to keep vehicles from breaking down the shoulders
- Grass abatement on edge of roads:
 - Spray Glyphosate to kill all vegetation for a 1' path along road

Maintenance Expenditures

- Personnel:
 - Provide mowing and routine care of designated common areas,
 - Cut persimmon and scrub brush and apply remedy to ensure eradication
 - Removal of large brush
- Experienced tree trimmers to maintain the health of our trees as well as keep them trimmed for safety reasons
- Supplies:
 1. 25 Gallon Sprayer
 2. Blue marking spray indicator
 3. Glyphosate ~ Surfactant
 4. Milestone / Plateau ~ Surfactant (Remedy/diesel)
 5. 4 Hand sprayers – 2 gallon

Maintenance

- Establish formal debris areas
 - Multiple designated areas for small burn piles to be used at a specified timing close to rainfall.
 - Mulching area
- Homeowner suggested volunteer projects:
 - Adams Creek Area – Remove parts of the large tree that was uprooted during the flood (Only upon approval from the owner). Clean the debris and scrub brush in the remaining pastureland area.
 - Pavilion - Clean the surrounding area from debris from the flood.
 - The Dock – Remove rock off the road. Sand and varnish the hand rails around the landing area. Cut back bushes.
 - Clean brush from sides of the roads.
 - Remove rocks from sides of roads.
 - Remove scrub brush/cactus from grazing areas.
 - Remove brush in blind curves.
 - Remove scrub brush / raise limbs in firebreak areas.
 - Remove brush from fence line along FM 2341.
 - Remove Scrub brush/Cactus from under oak trees.
 - Spray road edge to control vegetation growth 1' from road edge.



1A





2A





3