



# WOLF RANCH<sup>SM</sup>

## The Fifth Annual Meeting of the Members

Tuesday, January 10, 2023  
6:30 p.m.

### AGENDA

- Call to Order
- Affirmation of Annual Meeting Notice
- Confirmation of Quorum
- Board and FirstService Residential Introductions
- Approval of Minutes – January 11, 2022
- Management Report
  - Who does what?
  - ACC Improvements
  - 2023 Budget Comparison
- Lifestyle Report
  - Review
  - Looking Ahead
- Developer Report
  - 2022 Recap
  - 2023 Look Ahead
- Q&A
- Adjourn

# **OWNERS ASSOCIATION OF WOLF RANCH**

## **Fourth Annual Meeting of the Members**

**January 11, 2022 - 6:00 p.m.  
Virtual Via Zoom**

### **MINUTES**

#### **DIRECTORS PRESENT:**

Duke Kerrigan, President  
John Tatum, Vice President

#### **DIRECTORS ABSENT:**

Kim Cominsky, Director

#### **FIRSTSERVICE RESIDENTIAL PRESENT:**

Wendy Mueller, PCAM – General Manager  
Tanya Mendenhall, Vice President  
Dana Thomas, Lifestyle Director

#### **CALL TO ORDER/NOTICE VERIFICATION:**

President, Duke Kerrigan, called to order the Fourth Annual Meeting of the Membership for the Wolf Ranch Community at 6:10 p.m. He introduced General Manager Wendy Mueller who verified that notice for the annual meeting was mailed in compliance with Article VI, Section 6.3 of the By-Laws.

Wendy Mueller opened the meeting with an explanation that this year's annual meeting was being held virtually out of an abundance of caution for the health and safety of the management team, the development team and owners in the community. Wendy outlined the structure of the meeting and reviewed the agenda.

Wendy thanked community partners Urban Dirt, HomePro, Georgetown Country Club, Dr. Robert Moon and FirstService Residential for their generous door prize contributions. She indicated that in order to participate in this year's raffle, owners should stop by the Den to receive raffle tickets. The raffle is scheduled to be held via Facebook live on Friday.

Additionally, Wendy thanked owners who had taken the time to submit questions in advance of the meeting. Written responses to those questions were provided in the annual meeting handouts that were emailed to owners with the Zoom link to the meeting. The handouts will be posted on the website at [www.wolfranchhoa.org](http://www.wolfranchhoa.org). Additionally, the virtual annual meeting is being recorded and will be posted on the website for those unable to attend.

**CONFIRMATION OF QUORUM:**

During the period of declarant control quorum is established by attendance of the declarant the “Class B” member. After the period of declarant control quorum must be achieved by 10% of “Class A” members either in person or by proxy in order to conduct the business of the meeting. At this meeting 74 households were represented.

**MANAGEMENT REPORT:**

General Manager Wendy Mueller gave a management report. She identified the primary purposes and benefits of HOA living as 1) Protected and enhanced property values, 2) Maintenance of common areas and 3) Programming and Lifestyle to enhance quality of life, and to promote a sense of community. In addition, she outlined the differing roles and responsibilities of the developer, the board and the management team in regards to the day to day operations of the community. A full listing of these responsibilities is included as a handout in the annual meeting package.

Management also outlined the type of regular meetings held by HOA’s, the notice requirements for each and illustrated how meetings differ depending on whether the HOA is in developer or homeowner control.

Management indicated that a part of their role is ensuring compliance with the communities governing documents to include the Architectural Guidelines, the Bylaws, The Covenants, Conditions and Restrictions and the Rules and Regulations. This includes touring the community regularly to note and correct items that are not in compliance.

In addition, management is responsible for overseeing the Architectural review process for new home approvals and modifications. During 2022 the Architectural Review Committee reviewed and approved 305 new home plans and 119 modifications.

**FINANCIAL REPORT:**

Each year the association will review the previous year’s expenses and contract services in order to project a budget for the coming year. As Wolf Ranch grows we will continue to add amenities, services and common areas. For this reason, it is reasonable to anticipate a modest assessment increase each year between three and five percent. The long-term goal is to reach the appropriate assessment level during the development years so that the number of rooftops at build out will be able to fully support the community’s budget.

During the early years of a community, the developer subsidizes the budget as there are not enough rooftops to pay for the amenities and common area maintenance. In 2022 the developer subsidy was \$226,380. In 2023, the developer subsidy is budgeted to be \$212,390.

Further review of the revenue lines shows that 28% (\$357,735) of total budgeted revenue for 2021 is developer subsidy, 50% (\$626,048) will be homeowner and builder assessments with the remaining 14% (\$176,900) comprised of initial contributions from residents and builders at closing and 8% (\$95,966) of other income.

Primary expenses for 2021 include landscape maintenance, site staff, lifestyle programming and administrative and utility costs. Copies of the 2021 year-end financial and the 2022 budget are available for residents by request, and will be available on the resident portal.

**LIFESTYLE REPORT:**

Looking back on 2021 we really were busy. Once we were authorized to open the amenity center, we noticed that neighbors were ready to gather together, and events and community groups were expanding at a rapid pace. We planned and hosted 380 events including lifestyle, fitness, and community groups. We tried a little bit of everything from live music, movies on the green, crawfish boil, stargazing, egg hunt, beer tasting, fun runs, themed events, and tons of community group events!

Dana reminded owners of the requirement and importance of RSVP's to events and indicated that they will be strictly enforced to ensure there is adequate space and supplies for events going forward.

In summer 2021, we launched a mobile app, *Wolf Ranch Life*, which proved to be a great tool to help us with managing reservations. The app is used to RSVP for events, receive push notifications about happenings, and get connected with all the amenities and calendars.

Management passed out two awards in 2021 for the “We couldn’t have done it without you award!” to Bonnie & Bob Cleghorn for their tireless volunteer efforts, and Special Thanks Award to David Spencer for his enormous generosity.

**DEVELOPER REPORT:**

Duke Kerrigan gave an introduction and background to Hillwood Communities. Mr. Kerrigan explained that there were several major accomplishments during 2021. This included the delivery of 165 lots (1,208 since inception). He pointed out that the average home size during 2021 was 2,370 square feet with an average cost of \$550,000. Finally, during the period there were 230 new sales (778 since inception). There are still 1,305 lots to be developed.

In 2022 we look forward to extensive growth particularly in the newly delivered parcels in South Fork. Additionally, we look forward to the new amenity complex - *River Camp*.

**RESPECTFULLY SUBMITTED:**

\_\_\_\_\_  
Wendy Mueller, PCAM  
General Manager, Wolf Ranch Owners Association

\_\_\_\_\_  
Date

**APPROVED:**

\_\_\_\_\_  
Duke Kerrigan  
President, Wolf Ranch Owners Association

\_\_\_\_\_  
Date



# WOLF RANCH<sup>SM</sup>

## ***Who Is The Developer?***

- Plans the layout and design elements
- Installs infrastructure
- Forms the Association
- Works with legal counsel to create governing rules and guidelines
- Deficit funds the association

## ***Who Is On The Board And What Is Their Role?***

- Representatives of the Development Team
- Approval of budgets & contracts
- Determines assessment rates
- Establishes policies
- Establishes committees
- Initially serves as the ACC

## ***What Is The Management Company's Role?***

- Provide information, training, and leadership on the Association's operations to the Board and the community
- Day to day operations
- Resident liaison
- Accounts payable & receivable
- Budget and financial preparation for Board approval
- Meeting facilitation
- Coordination with vendors
- CC&R enforcement
- ACC coordination
- Stay informed of legislative changes and industry advances
- Social infrastructure and community building

**2022-2023**  
**Wolf Ranch Owners Association**  
**Budget Comparison**

**Operating**

| Category                           | 2022                   |                        | 2023                   | Description  |
|------------------------------------|------------------------|------------------------|------------------------|--|
|                                    | Annualized             | Budget                 | Budget                 |  |
| <b>Income</b>                      |                        |                        |                        |  |
| Assessments                        | \$ 1,110,311.00        | \$ 1,336,200.00        | \$ 1,800,885.00        | Beginning billable units 1066 (owner and builder) for 2023. Working Capital - 569 developer release units. (\$500) for |
| Other Revenue                      | \$ 91,583.00           | \$ 57,978.00           | \$ 57,978.00           | ACC, Church, Developer Subsidy 2023 = \$212,390 (2022 = 281,689 - As of this financial \$226,380)                      |
| <b>Total Revenue</b>               | <b>\$ 1,201,894.00</b> | <b>\$ 1,394,178.00</b> | <b>\$ 1,858,863.00</b> |  |
| <b>Expense</b>                     |                        |                        |                        |  |
| Administrative                     | \$ 95,743.00           | \$ 93,180.00           | \$ 112,662.00          | Additional social budget for programming and mobile application.   |
| Insurance/Taxes                    | \$ 24,358.00           | \$ 27,700.00           | \$ 45,070.00           | Package, D&O and Umbrella - Increase due to River Camp.  |
| Professional Fees                  | \$ 356,436.00          | \$ 393,729.00          | \$ 479,436.00          | Management fees, dedicated site staff and architectural review. Addition of 1 new team member with RC.                 |
| Utilities                          | \$ 132,786.00          | \$ 124,480.00          | \$ 154,721.00          | Water, electric, gas and tele services.  |
| Bldg/Grounds                       | \$ 473,816.00          | \$ 519,610.00          | \$ 882,556.00          | Landscape contract, monitoring, holiday decorations, batch pond management and special projects.                       |
| Maintenance/Repairs                | \$ 84,802.00           | \$ 133,520.00          | \$ 163,313.00          | Janitorial and porter contracts. Irrigation repair. Grounds and batch pond maintenance.                                |
| Clubhouse Supplies                 | \$ 3,401.00            | \$ 6,000.00            | \$ 12,108.00           | Coffee Supplies, paper products and cleaning supplies.   |
| Pool Operations                    | \$ 33,874.00           | \$ 46,320.00           | \$ 94,631.00           | Contract maintenance, repairs and chemicals. <i>Lifeguards</i> for River Camp.   |
| Other Expenses                     | \$ 163,595.00          | \$ 274,328.00          | \$ 45,756.00           | Contingency and fitness equipment  |
| Reserve Transfer                   | \$ 42,750.00           | \$ 57,000.00           | \$ 81,000.00           | Reserve Study May 2019. To be updated with River Camp.   |
| <b>Total Expenses</b>              | <b>\$ 1,411,561.00</b> | <b>\$ 1,675,867.00</b> | <b>\$ 2,071,253.00</b> |  |
| <b>Net Operating Income/(Loss)</b> | <b>\$ (209,667.00)</b> | <b>\$ (281,689.00)</b> | <b>\$ (212,390.00)</b> | Subsidy budgeted for 2023 \$212,390  |

**Reserve**

| Category                         | 2022                |                     | 2023                | Description  |
|----------------------------------|---------------------|---------------------|---------------------|--|
|                                  | Actual              | Budget              | Budget              |  |
| Total Revenue                    | \$ 49,500.00        | \$ 49,500.00        | \$ 66,000.00        | Contribution based on third party reserve consultant, and study                  |
| Total Expenses                   | \$ 5,672.00         | \$ -                | \$ -                | conducted May 2019. Study scheduled to be updated with completion of River Camp. |
| <b>Net Reserve Income/(Loss)</b> | <b>\$ 43,828.00</b> | <b>\$ 49,500.00</b> | <b>\$ 66,000.00</b> | Current Reserve: \$87,327  |



# Wolf Ranch FAQ's – 2023 Annual Meeting

*Thank you to everyone who took the time to send in questions for our annual meeting. Below please find HOA responses below. These will be posted on the Wolf Ranch website should you need to refer to them at a later date.*

## **Why were trees on Legacy near the Den and also near the Canyon View pond not replaced when the new trees were installed this fall??**

As most of you remember during the freeze of 2021 the Wolf Ranch Community was hit hard. We lost tens of thousands of dollars of plant material, and nearly 400 trees in both Hilltop and South Fork. The association and Hillwood worked in tandem with Dr. Robert Moon (our horticultural consultant) and the City of Georgetown to develop a plan for revegetating areas where plant material was lost. Priority was given to high visibility areas. During the planning stages the team determined which of the lost trees had the highest priority for replacement and determined the sizes that would satisfy the planting requirement for the City of Georgetown.

## **With all of the new construction across Wolf Ranch Parkway traffic is becoming very challenging. In addition, there is significant speeding along Legacy Crossing. What traffic control measures are contemplated to assist with these problems?**

All traffic control is governed by the City of Georgetown Transportation Department. For a full description of upcoming traffic initiatives please refer to [www.transportation.georgetown.org](http://www.transportation.georgetown.org) It is our understanding that at some point in time there will be a traffic light located at Legacy and Wolf Ranch Parkway. That said, the timing of this light is at the full discretion of the City of Georgetown.

## **What is being built across Wolf Ranch Parkway in Hilltop?**

This new development is a mixed use master planned community known as Wolf Lakes Village. The master plan calls for retail, restaurants, hotels, medical and multifamily development. Amenities will include lakes, outdoor spaces and event/music venues. For a full description and timeline of this development please visit their website at [www.wolfakesvillage.com](http://www.wolfakesvillage.com)

## **I frequently see owners walking their dogs off leash in the community. What can be done about this?**

This is a violation of Georgetown city ordinance. If you observe someone walking their dog off leash, please take a picture with your phone and forward it to [wendy.mueller@fsresidential.com](mailto:wendy.mueller@fsresidential.com).

If we are able to identify the dog and owner you should report the incident to the City of Georgetown Animal Control. Animal control can be reached by calling the non emergency police number at 512-930-3510 ext. 6. There are four Animal Control Officers who serve the community within the city limits of Georgetown. These professional officers are experienced, trained and certified. They respond to a great variety of calls – injured animals, loose dogs, welfare concerns, nuisance issues, aggressive animals, and neighborhood complaints. Officers respond to calls seven days a week during business hours and are also on call for after-hour emergencies that meet call-out criteria. Because they are sent on calls by Georgetown Police Dispatchers, your phone call will be answered 24 / 7. They will issue citations and fines for owners who violate the city ordinances regarding pets. For more information visit [www. https://pets.georgetown.org/animal-control](https://pets.georgetown.org/animal-control)



**Are there more trails planned for Wolf Ranch? If so, where will they be?**

New trails are contemplated in Southfork, and in conjunction with the new *River Camp* amenity. These new trails will be delivered on a phase by phase basis. As new trails are added to the community our trail map will be updated and posted on the HOA website [www.wolfranchhoa.org](http://www.wolfranchhoa.org)

**When will the Georgetown Regional Trail extension from I35 to University be completed?**

This extension is currently under design with an anticipated delivery of early spring. In addition, the connection between the regional trail and River Camp is expected begin in April.

**Who maintains the trails?**

Hiking trails within the community are maintained by the HOA. If you notice an issue that requires attention please report it to the HOA at 512-828-3870 or via email at [wendy.mueller@fsresidential.com](mailto:wendy.mueller@fsresidential.com) The Georgetown regional trail system is maintained by the Parks and Recreation Department of the City of Georgetown. They can be reached at 512-930-3595.

**Now that Wolf Ranch has two communities (Wolf Ranch Hilltop and South Fork) will each community have its own HOA?**

No. Both Hilltop and South Fork are part of the Wolf Ranch Community. The sub-brands are simply to differentiate the locations north and south of Hwy 29. Owners in Hilltop and South Fork will share all amenities and will all pay the same assessment for use of those amenities. Certain parcels may offer additional services (front yard landscape maintenance) in which case they will pay slightly more for that service.

**What amenities will be available in the new areas, and will they be open to everyone?**

We are very excited to have broken ground on our new amenity complex in South Fork known as "*River Camp*". This beautiful amenity will be located along the edge of the South Fork of the San Gabriel River. *River Camp* will have spaces for all ages and stages including indoor fitness facilities, outdoor fitness opportunities, a pool, a splash pad, an event lawn and stage, a clubhouse, a playground and outdoor pavilions and gathering places. We anticipate (barring any unforeseen supply chain issues) that River Camp will be available for your use enjoyment in late spring of 2023. Renderings and site plans will be a part of the annual meeting presentation, and will be available on the community website [www.wolfranchhoa.org](http://www.wolfranchhoa.org)

**Are there any plans for additional playground equipment in Hilltop?**

There are no plans for construction of additional amenities in Hilltop, but there will be additional playgrounds at *River Camp* and other areas in South Fork.

**Is security monitoring with HomePro required?**

Yes. The C,C&R's (Covenants, Conditions and Restrictions) for the Wolf Ranch Community speak specifically to the alarm monitoring assessment in Section 6.1.e. The association is currently in a long term bulk service agreement with HomePro to provide security monitoring services to every home in Wolf Ranch. The bulk service agreement provides Wolf Ranch owners with monitoring services at a significantly reduced cost.

**What is the timeline for when residents will be able to be appointed or elected to serve on the board of directors for Wolf Ranch?**

The period of declarant control and process for turnover to homeowners is defined in the community C,C&R's and in Chapter 209 of the Texas Property Code. Chapter 209 states that "On or before the 120<sup>th</sup> day after the date 75% of the total number of lots that may be created and made subject to the Declaration are conveyed to Lot Owners, at least 1/3 of the members of the Board of Directors must be elected by Lot Owners."

Wolf Ranch is anticipated to have approximately 2500 units at build out. This means that the first homeowner director will be elected when 75% of this total (approximately 2000) is conveyed to unit owners. Currently we have 900 occupied homes. Approximately one year before a homeowner appointment we will solicit volunteers for a transition committee. These volunteers will receive training in all aspects of association/board management in order to have a full understanding of the commitment and responsibilities of serving on an HOA board.

**Can owners have their street address painted on the curb of their driveway?**

Curb painting is not permitted in Wolf Ranch at this time.

**What do we do when our neighbors continually park on the wrong side of the street?**

Streets in the Wolf Ranch community are public, and therefore under the jurisdiction of the City of Georgetown. For recurring incidents please reach out to the traffic unit at the City of Georgetown non-emergency police number. (512-930-3510)

**Who is responsible for the maintenance of empty lots?**

There are multiple layers of responsibility here. It is the HOA's responsibility to regularly inspect the community to assure that vacant lots, job sites and homes are maintained. Builders are responsible for containing their construction debris on active job sites, and also for removing any construction materials from vacant lots. The developer accepts responsibility for mowing vacant lots on an as needed basis for a limited period of time per the terms of the contracts between Hillwood and the builders on new parcels. After two years the builders have full responsibility for their vacant lots.

**How early are construction crews allowed to start working?**

Our documents mimic the City of Georgetown guidelines and allow construction to begin 30 minutes prior to sunrise and continue until 30 minutes after sunset.

**How often is a member of the HOA touring the neighborhood and giving out warnings or talking to the people about possible violations?**

I am out in the community several times each week. I am inspecting common areas, doing final inspections on new builds, and looking for potential infractions of the C,C&R's. Please feel free to contact me if there are items that you would like me to inspect. I can be reached at 512-828-3870 and [wendy.mueller@fsresidential.com](mailto:wendy.mueller@fsresidential.com).

**How do you handle violations of the governing documents?**

One of the vital (but certainly least enjoyed) responsibilities of your HOA team is to inspect the community regularly in order to alert homeowners of issues which act against Wolf Ranch Covenants, Conditions & Restrictions (or CCRs), which can be found on our website [www.wolfranchhoa.org](http://www.wolfranchhoa.org)

An important thing to know is that the violation is a snapshot in time. For example, we may inspect the home on Monday and find the lawn is in need of maintenance, the homeowner may mow/edge/weed their lawn on Tuesday, then receive the letter on Wednesday.

- **Friendly Reminder:** The HOAs first communication is a friendly reminder. The purpose of this letter is to ensure the homeowner is aware of the rule or regulation in question and brings it to the homeowner's attention. From the print date, the homeowner has 7-14 days to comply; the compliance date is specified in the letter.

- **Second Notice:** The HOA will re-inspect on or after the friendly reminder's compliance date. If the homeowner has not complied, the HOA office will send a second notice and provide an additional 7-14 days to comply.
- **Final Notice:** Should the second compliance date pass without resolution, the HOA office will send a Final Notice which acts as a legal notice that the homeowner now has 30 days to comply before a specified fine is imposed. Fines can range from \$50 to \$200. The letter also specifies that a fine may be levied if the violation re-occurs within the next six months, and the HOA may hire a crew to solve the situation at the homeowner's expense.
- **Fine Letter:** Unfortunately, if the homeowner fails to comply, the HOA will now fine the homeowner and provide 30 days before re-inspection and the next fine.
- **Recurring Fines:** In the extremely unusual circumstance that the homeowner continues to fail to comply, fines will double every three months.

### **Can golf carts be driven in Wolf Ranch?**

Golf Carts are permitted to be used in Wolf Ranch as long as they meet all City, County and State requirements. Golf Carts may only be driven by a licensed driver. Golf Carts are allowed to be driven on streets only, and are not allowed on sidewalks, pathways, open spaces or trails. If provided, Golf Carts must park in designated parking areas.

### **What is the schedule of maintenance for the water quality/retention ponds?**

These areas are monitored for debris on a weekly basis. The ponds are fully mowed two times each year. One in late summer (August) after the wildflowers have died off and reseeded, then another in late winter/early spring prior to the new wildflower season. Throughout the growing season a buffer will be maintained behind the houses with wrought iron fencing that backs up to the ponds.

### **It seems apparent that a number of Wolf Ranch homeowners are dissatisfied with Suddenlink/Optimum, currently the only available Internet Service Provider. How can we leverage the voting power of the Wolf Ranch community with the applicable lawmakers to encourage them to require that Suddenlink/Optimum provide both the Internet service and the customer service to justify their current monopoly, or to consider finding a replacement?**

Suddenlink/Optimum is the current service provider for Wolf Ranch, and much of the City of Georgetown. It is common for telecommunication companies to have a geographical monopoly on their service territories due to the significant investment they make installing the infrastructure for their services. For another company to offer their services to Wolf Ranch they would have to invest in their own infrastructure (fiber) to provide those services. To date there have been no additional telecommunication providers looking to expand into Wolf Ranch.

### **Is there a plan to upgrade the pool pump system at the Den? The high bather counts on weekends makes the water very cloudy on Monday.**

With nearly 900 closed homes in Wolf Ranch the capacity at the Den pool this summer was greater than it has ever been. Service was increased from 3 to 7 days early in the season, but even that was not enough to keep up with capacity. During the next pool season, we will be watching to see how capacity is diverted with the opening of the pool at River Camp. It is possible as we get closer to build out that capacity at both pools will out pace the filtration systems. If this is the case both pools will be closed one day per week to allow the filtration systems to fully filter the water.

### **Will the dry retention basins in the community be converted to ponds?**

No. Presently there are two wet basins in Wolf Ranch, one in Hilltop and one in South Fork. All future retention basins in the community will be dry. These dry retention ponds are required by the Texas Commission on Environmental Quality (TCEQ) for filtration of rain and irrigation water that will eventually make its way to rivers and streams.