

**Circle C Homeowners Association  
Board of Directors  
Report to the Members  
March 2013**

This is the Annual Report of the Board of Directors of the Circle C Homeowners Association. In this report we provide an overview of the activities and achievements of 2012 for the Association, as well as an outline of our proposed activities and goals for 2013. We believe that 2012 was a year of significant progress for the Association, and we are committed to continuing that progress in 2013. Our primary goal remains preserving and improving the Circle C Ranch subdivision.

**INTRODUCTION FROM THE PRESIDENT, Jason Bram**

This past year was a very big year for Circle C. We opened the long awaited Community Center and pool which has proven to be a big hit. The pool has been a great addition and gives our residents another choice for recreational swimming. The Community Center has been heavily used as well and is a great place for our residents to gather for neighborhood or personal gatherings. We also installed a playscape for our residents in Park Place and have done a number of landscape improvements.. I am very proud of what we have accomplished this year. Despite the new amenities added, we did not have to raise the annual assessments and actually were able to make an additional payment on the Community Center and pool loan.

If you have driven around the neighborhood, there are other developments taking place. The University of St. Augustine near Kiker has opened and Barstow Court, Avana and Greyrock Ridge are taking shape and will add over 500 lots to Circle C. With that we will have a third pool added in Avana to be built by the developer.

As we approach our annual meeting in March, I ask that you take the time and fill out your absentee ballot or name a proxy. The absentee ballot and proxy can be found on the back of this year's first assessment which was mailed to you at the beginning of February. We need to have ten percent of members voting to have a quorum or we cannot conduct business at the annual meeting. This board has done a lot this year and the best way to thank them is to participate in the Annual Meeting and vote. Candidate biographies are available on the website, so please take the time to research the candidates.

The current Board of Directors would like to thank you for the opportunity to serve you. It has been an honor and we will continue to strive to keep Circle C the best and most sought after neighborhood in Austin.

**Completed Projects during 2012**

- ✓ Grand Opening of Community Center and Pool
- ✓ Irrigation infrastructure improvements
- ✓ Tree and bed upgrades

- ✓ Escarpment Median Improvement
- ✓ Park Place Playscape and Landscaping
- ✓ Community Center and Pool Security System
- ✓ Swim Center pool gutter piping repair
- ✓ Addition of shade structure over toddler pool pump room
- ✓ Swim Center Sundek coping repair
- ✓ Swim Center Light Pole repainting

## **Growth of Circle C Ranch**

Year	Lots in the Association	Lots paying full assessment
2012	4745	4316
2013	4897	4370

## **Circle C Governing Documents**

All of the Circle C HOA's defining documents can be found on the HOA website at [www.circlecranch.info](http://www.circlecranch.info); under the Resource tab. Residents must register for the website in order to access the documents.

## **Board of Directors**

The members of the CCHOA elect a volunteer Board of Directors (BOD) to run the Association. The board consists of seven people, all of whom must be property owners. Directors are elected for three year terms. We have three director seats that expire in 2013 (Michael Chu, Rob Johnson and Chris Poynor). Jason Bram and Steve Urban's terms expire in 2014. Kim Ackermann and Dan Vavasour's terms expire in 2015.

As of this writing the CCHOA BOD has four officers: President (Jason Bram), Vice President (Steve Urban), Treasurer (Dan Vavasour) and Secretary (Chris Poynor). Michael Chu, Rob Johnson and Kim Ackermann also serve on the board. You can email the board at [directors@circlecranch.info](mailto:directors@circlecranch.info)

## **Operations Staff**

- Operations Manager: Denise Nordstrom, CMCA, AMS
- Operations Asst. Manager: Gale Foster
- Community Center Coordinator: Ashley Gladden
- Facility Maintenance Coordinator: Robert Bardeleben
- Aquatics Director: Brody McKinley
- Financial Manager: Terri Giles, Giles & Shea

## **Public Board Meetings**

The CCHOA BOD holds monthly board meetings that are open to residents, currently scheduled at 6:30PM on the last Wednesday of each month at the Circle C Community Center. We allot time at the beginning of each meeting for a Homeowners Forum that allows residents to address the board.

## **Architectural Control Committee**

Committee Members: A.E. Martin, former CCHOA Board Member  
Laura Sherman, AIA Registered Architect  
Trent Rush, Principal, TBG Partners, Reg. Landscape Architect

New Homes Reviewed: 75 new homes were reviewed. These were homes by D.R. Horton, KB Home, and Standard Pacific Homes

Remodels/Residential Projects: The ACC reviewed 167 residential projects

Guidelines: The Architectural Control Committee created and approved guidelines for the following:

Water Wise Landscapes for Front Yards  
Solar, Rain Water Harvesting, and Satellite Dish  
Standards for Front Yards

Current Circle C Residential Builders for New Homes:

KB Home—Fairway Estates and Golf Course Estates  
Standard Pacific—Avana  
Streetman Homes—Barstow Court  
J.D. Hunt Construction—Barstow Village

Upcoming Residential Development:

Greyrock Ridge—368 single family lots located on the south side of SH 45 at the bend. Streetman Homes will be the builder. Lot sales will begin in 2013

Standard Pacific—35 single family lots located on the west side of Escarpment across from the fire station. Timetable is not determined.

Standard Pacific—approximately 200 lots in Avana, on the extension of Escarpment, timetable not determined.

## **Annual Meeting for Members**

The CCHOA holds its Annual Meeting in March. The Annual Meeting agenda includes election of directors, a financial review, and an operational report to members. The 2013 Annual Meeting will be held on **Wednesday, March 6 at 6:30pm at the Circle C Community Center**. Please be on the look-out for the February assessment with ballot and proxy on the back. We encourage everyone to attend the Annual Meeting as well as vote in the 2013 Board of Directors election.

## Communications

There are several ways to contact the Association. You can submit a concern, report a deed violation or ask a question via the HOA website at [www.circlecranch.info](http://www.circlecranch.info). You can email or call our manager, Denise Nordstrom. Her phone number is 512-288-8663, and her email address is [info@circlecranch.info](mailto:info@circlecranch.info). You can speak to the Board at the monthly board meeting or send them an email at [directors@circlecranch.info](mailto:directors@circlecranch.info).

We have several ways we use for neighborhood communications. Our web page is at <http://www.circlecranch.info> (please register if you haven't already), we publish a newsletter monthly, sent to your home by first class mail. We maintain ten marquees around the neighborhood for announcements.

We also utilize a Community Email database for Circle C HOA announcements. Please take a moment to sign up to receive timely HOA news via email by logging onto: [www.circlecranch.info](http://www.circlecranch.info)

## Swim Center Report

### Aquatics Lead Staff

Aquatics Director:	Brody McKinley
Aquatics Coordinator:	Sammie Surguy
Lifeguard Coordinator:	Beth Ann Matlock
Select Head Coach:	Hayley McGregory
Swim Lesson Coordinator:	Amanda Hartman
Front Desk Coordinator:	Sarah Humphrey

### Usage

#### Resident Check -Ins

Jan	-	537
Feb	-	565
Mar	-	2,521
Apr	-	4,748
May	-	8,516
Jun	-	13,142
Jul	-	11,812
Aug	-	11,850
Sep	-	5,362
Oct	-	1,321
Nov	-	868
Dec	-	668
<b>Total</b>	<b>-</b>	<b>61,910</b>

#### Guest Check -Ins

Jan	-	27
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Feb	-	14
Mar	-	115
Apr	-	223
May	-	489
Jun	-	933
Jul	-	1,379
Aug	-	859
Sep	-	216
Oct	-	14
Nov	-	11
Dec	-	4
<b>Total</b>	<b>-</b>	<b>4,284</b>

## Facilities

New Community Center Pool opened May 2012

## Events

- Dive-In Movie Night (Dolphin Tale)
- End of Summer Bash
- Hope4JD Fundraising Event
- Movie Night (Happy Feet 2)
- World Championship of Texas: 3-on-3 Swimming Tournament

## Select Swim Team

Head Coach	-	Hayley McGregory
Assistant Coach	-	Beverly Hetrick
Assistant Coach	-	John Evans

## Team Participation

Jan	-	67
Feb	-	42
Mar	-	52
Apr	-	121
May	-	49
Jun	-	110
Jul	-	72
Aug	-	170
Sep	-	200
Oct	-	200
Nov	-	180
Dec	-	150

### **Swim Meets Attended**

January 14-15	-	B Meet
January 27-29	-	BB Meet
February 17-19	-	A Meet
February 25-26	-	Best Times Meet
March 24	-	Lightning vs Thunder
April 20-22	-	Long Course Kickoff
May 18-20	-	A&M Unclassified
June 15-17	-	Beat Unclassified
July 13-15	-	A Championships
August 4-5	-	End of Summer Champs
September 21-24	-	Round Rock Unclassified
October 12-14	-	Fall Kickoff
November 2-4	-	November Unclassified
December 7-9	-	Jingle Bell Splash

### **Group Swim Lessons**

416 registrations

### **Private Swim Lessons**

1,184 Private Swim Lessons Sold

### **Classes & Clinics**

#### **Water Aerobics**

Instructor - Marilyn Vaillant

Class Participation: 82

#### **Masters**

Instructor - Hayley McGregory

Class Participation: 147

### **Area Reservations**

Swim Center

Total - 40

Community Center

Total - 40

### **Facility Rentals**

Swim Center – Total 9

Community Center – Total 8

**Contracted Rentals**

Austin T3  
Bowie High School Swim Team  
Boy Scout Swim Testing  
CDC Summer Camp  
Dream of Hopes Ranch Special Olympics  
Kiker Summer Voyager Summer Camp  
Seals Swim Team  
SwimVersity  
TriZones  
Veritas / Regents / Waldorf Swim Team

**Accidents/Incidents**

Water Rescues	-	10 (All minor – None requiring EMS)
Minor Head/Face Injuries	-	20
Minor Cut/Scrape	-	19
Minor Bump/Bruise	-	4
Bloody Nose	-	7
Insect Bite/Sting	-	3
Bone Break/Fracture	-	1
Heat Related Illness	-	2 (One incident requiring EMS)
Parking Lot Incident	-	1
Seizure	-	1 (Requiring EMS)

## **Landscape Report**

Circle C Landscape continued providing landscape maintenance, irrigation, and installation services for Circle C Ranch in 2012. This year was highlighted by strong winter rains (thank goodness after the major drought), but a fairly dry spring and summer, some rain in September and then very dry the remainder of the fall.

The City of Austin revised its Water Conservation ordinance and the new ordinance was adopted by the Austin City Council in August, 2012. Susan Hoover, Owner, Circle C Landscape participated on the task force which made the recommendations for changes in the ordinances. The ordinance is geared toward water conservation at all times, with two times per week watering during normal conditions. As the drought persists, the subsequent stages allow for more minimal outdoor watering. However, the ordinance does favor drip irrigation and tree bubblers until the final stage when no outdoor watering is allowed.

This has provided a clear direction for future landscape improvements, and Circle C Landscape has already begun converting appropriate areas to drip irrigation.

### **Standard Maintenance:**

The Circle C Commons areas were maintained according to the contracted schedule for mowing services, trash pickup, bed pruning and care, mulching, fertilization and water management.

**Tree Care:** Circle C Landscape managed the excellent tree services provided by Bartlett Tree Services and We Love Trees in 2012. Significant numbers of dead trees damaged during the drought were removed. In addition, trees on the Slaughter medians from MoPac to Barstow received a health prune, the south side of Slaughter from Escarpment to the soccer field roadway were also pruned, and the north side was started. On Escarpment, LaCrosse, and Barstow, a deep root feeding was applied to all Burr Oaks. These oaks suffer during the hot summers and needed a little extra boost, along with the aeration that is provided during the process.

**Circle C Community Center Landscape:** Circle C Landscape participated in overseeing the installation of the required landscaping at the new community center and managed the grow in and re-vegetation process for the site. They continue to maintain the area on a daily basis.

### **Capital Improvements**

Infrastructure Improvements:

Irrigation Controller Replacement on Controllers 10 years and older

Drip Irrigation: Spruce Canyon/SH 45; Park Place; Slaughter/Mopac; Circle C North; Circle C Community Center

Irrigation wiring upgrade: all areas

Water Meter: La Crosse and MoPac, tree bubblers to replacement trees

Turf Improvements:

New turf was established on the 700 foot median on Escarpment, north of La Crosse with drip irrigation



#### Bed Upgrades:

- Circle C North, add shrubs on Allerton
- Park Place, add trees, shrubs, perennial beds
- Escarpment, add shrubs
- Circle C Community Center, add parking lot shrubs, trees, add perennial beds
- Park Place entrances, add perennial beds
- Enclave on La Crosse, add perennial beds
- Escarpment median, north of La Crosse, perennial beds

#### Rock Work:

- Park Place Pocket Park
- Escarpment median, north of La Crosse

### **Financial Report (for the period ending December 31, 2012)**

The CCHOA Treasurer has very specific responsibilities, which are detailed in our By-Laws (Article VIII, section 8, (d)). Those duties include ensuring that our funds are collected and accounted for in the bank accounts and books, securing the annual audit, and reporting our financial condition at the annual members meeting.

The CCHOA completed 2012 under budget

- Income was \$3,133,665.38 (vs. \$2,914,276 last year).
- Expenses were \$3,107,984.80 (vs. \$2,280,416 last year)
- Retained Earnings \$25,680.58 (vs. \$633,860 last year)

The income break-down is \$2,526,389.68 from HOA dues (80%) and \$449,601.70 from other sources (20%). Under expenses, \$961,856.06 (30%) was for common area services, \$589,910.50 (19%) for the swim center, \$111,586.62 (3%) for capital improvement projects and \$437,631.81 (14%), for operations. **The Delinquency rate for the HOA dues was slightly higher than last year (2.3% vs. 1.1% in 2010).**

CCHOA used a combination of their dedicated reserve funds, the developer collected Amenity Fund, and a 10-year mortgage loan to finance the Circle C Community Center (CCCC) and pool. In 2012, total payments on the loan totaled \$490,738.93, of which \$350,000 was an additional payment towards the principal. The Board also voted to make an addition payment of \$500,000 towards the principal in January of 2013.

The developer continues to collect an Amenity fee for every home sold in Circle C Ranch and will continue to add to this fund, as new lots are sold to home builders. The result is that CCHOA can anticipate more than \$600,000 of income over the next 10-15 years, which goes into the capital improvements and amenities for the neighborhood.

CCHOA continues to maintain a reserve fund for emergencies. The goal of the Reserve fund is to cover 10% of our annual expenses. This is the current fund size for 2012:

- The General Reserve Fund is \$504,514.

The required annual audit was completed by Stephen M. Tilson, PC. The inspections took place during the fall of 2012, for the budget year that ended on December 31st, 2011. The CCHOA budgets and audits are always available for inspection, by any HOA member at the HOA office, during the usual office hours.

All of the board members participated in preparing the 2013 budget this year. As always, we look forward to answering your questions at the annual meeting, on March 6<sup>th</sup> at the Community Center, next to Clayton Elementary school.

Dan Vavasour  
CCHOA Treasurer

**CIRCLE C HOMEOWNERS ASSOCIATION  
2012 INCOME & EXPENSE STATEMENT (Unaudited)**

**INCOME:**

HOMEOWNER INCOME	
HOMEOWNERS DUES	\$2,526,389.68
RESALE CERTIFICATE INCOME	\$58,375.00
TRANSFER FEE INCOME	\$78,750.00
LATE FEES COLLECTED	\$17,669.00
LIEN ADMIN FEE INCOME	\$1,600.00
FILING FEE INCOME	<u>\$1,280.00</u>
<b>TOTAL HOMEOWNER INCOME</b>	<b>\$2,684,063.68</b>
ARCHITECTURAL REVIEW INCOME	<u>\$34,810.00</u>
<b>TOTAL ARCHITECTURAL REVIEW INCOME</b>	<b>\$34,810.00</b>
RENTAL INCOME	
OFFICE RENT	\$7,332.75
GRILL RENT	<u>\$8,400.00</u>
<b>TOTAL RENTAL INCOME</b>	<b>\$15,732.75</b>
SWIM CENTER INCOME	
POOL PROGRAMS	\$93,433.36
POOL RETAIL MERCHANDISE	\$2,097.39
POOL PROGRAMS-SWIM TEAM	\$129,162.28
GUEST FEES/FACILITY RENTALS	<u>\$20,430.77</u>
<b>TOTAL SWIM CENTER INCOME</b>	<b>\$245,123.80</b>
CIRCLE C COMMUNITY CENTER INCOME	
CCCC GUEST FEES/FAC RENTALS	\$20,793.52
CCCC FACILITY RENTALS	<u>\$17,300.00</u>
<b>TOTAL COMMUNITY CENTER INCOME</b>	<b>\$38,093.52</b>
OTHER OWNER LANDSCAPE REIMBURSEMENTS	
STRATUS LANDSCAPE REIMB	\$97,580.00
COA LANDSCAPE REIMB	<u>\$17,600.00</u>
<b>TOTAL OTHER OWNER L/S REIMB</b>	<b>\$115,180.00</b>
MISCELLANEOUS INCOME	
INTEREST INCOME	\$461.63
NSF FEE INCOME	<u>\$200.00</u>
<b>TOTAL MISCELLANEOUS INCOME</b>	<b>\$661.63</b>
<b>TOTAL INCOME</b>	<b>\$3,133,665.38</b>

**EXPENSES:**

COMMONS AREAS SERVICES

LANDSCAPE MAINTENANCE CONTRACT	\$692,602.80
2011 LAND ADDITIONS	\$7,929.80
LANDSCAPE REPAIRS	\$46,154.35
LANDSCAPE UTILITIES – WATER	\$150,603.15
LANDSCAPE UTILITIES - ELECTRIC	\$31,770.57
TREE PRUNING	\$21,150.08
FENCE REPAIRS & MAINT	\$203.81
ELECTRICAL REPAIRS & MAINT	<u>\$11,441.50</u>
<b>TOTAL COMMONS AREA SERVICES</b>	<b>\$961,856.06</b>

SWIM CENTER COMPOUND

SWIM - WATER UTILITIES	\$15,866.90
SWIM - GAS UTILITIES	\$16,262.04
SWIM - ELECTRIC UTILITIES	\$34,084.11
SWIM - TELEPHONE UTILITIES	\$3,003.62
SWIM - CONTRACT REPAIR/MAINT	\$21,108.72
SWIM -NON-CONTRACT IRRIG & L/S	\$7,698.23
SWIM - BLDG MAINTENANCE	\$22,274.18
POOL MAINTENANCE	\$14,520.25
POOL SUPPLIES	\$37,928.12
SWIM – OFFICE SUPPLIES	\$10,596.70
SWIM - RETAIL MERCHANDISE	\$0.00
SWIM - SPECIAL EVENTS	\$405.37
SWIM - STAFF SALARIES	\$277,338.95
SWIM PROGRAM SALARIES	\$40,048.47
SWIM CENTER SWIM TEAM STAFF	\$52,291.75
SWIM – PROGRAM EXPENSE	\$108.88
SWIM TEAM EXPENSES	\$4,298.65
SWIM – EMPLOYEE TRAINING	\$1,275.72
SWIM PAYROLL TAXES	<u>\$30,799.84</u>
<b>TOTAL SWIM CENTER COMPOUND</b>	<b>\$589,910.50</b>

ARCHITECTURAL REVIEW

<b>TOTAL ARCHITECTURAL REVIEW</b>	<b><u>\$15,807.25</u></b>
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FINANCIAL MANAGEMENT

FINANCIAL MANAGEMENT SERVICES	\$83,116.55
RESALE CERTIFICATE EXPENSE	\$9,811.24
LIEN FILING FEES	\$2,060.00
BANK CHARGES	\$2,381.64
CPA/AUDIT	<u>\$6,500.00</u>
<b>TOTAL FINANCIAL MANAGEMENT</b>	<b>\$103,869.43</b>

LEGAL	<u>\$4,247.70</u>
<b>TOTAL LEGAL</b>	<b>\$4,247.70</b>
TAXES	
TAXES – PROPERTY	\$3,547.77
TAXES – OTHER	<u>\$16,757.00</u>
<b>TOTAL TAXES</b>	<b>\$20,304.77</b>
INSURANCE	
GEN'L, PROPERTY, B&M & AUTO	\$49,703.05
INSURANCE - D & O	\$17,205.00
INSURANCE - WORKERS COMP	<u>\$24,853.01</u>
<b>TOTAL INSURANCE</b>	<b>\$91,761.06</b>
NEIGHBORHOOD OPERATIONS	
CCCC ELECTRIC & WATER	\$23,809.43
CCCC TELEPHONE	\$8346.45
CCCC BUILDING MAINTENANCE	\$10,722.11
CONTRACT LANDSCAPE MAINT/REPAIRS	\$16,967.08
NON CONTRACT LAND MAINT/REPAIRS	\$1,114.97
DEED RESTRICTIONS	\$3,322.24
PRINTING	\$1,171.66
WEB OPERATIONS	\$2,927.25
COMMUNITY EVENTS	\$20,960.70
HOLIDAY LIGHTING	\$12,000.00
POSTAGE/DELIVERY	\$11,206.15
OFFICE EQUIPMENT & FURNITURE	\$9,114.22
OFFICE SUPPLIES	\$6,534.60
NEIGHBORHOOD MAINT/REPAIRS	\$7,858.07
HOMEOWNER MEETINGS	\$1,479.01
AWARDS	\$244.40
OPERATIONAL EXPENSES – MISC	<u>\$96.38</u>
<b>TOTAL NEIGHBORHOOD OPERATIONS</b>	<b>\$137,874.72</b>
MANAGEMENT STAFF	
OPERATIONS SALARIES	\$216,023.28
MAINTENANCE SALARIES	\$43,518.75
PAYROLL TAXES – MANAGEMENT	\$20,649.21
MILEAGE REIMBURSEMENT	\$4,281.98
HEALTH INSURANCE REIMB	\$13,870.00
STAFF EDUCATION & SKILLS ENHAN	<u>\$1,413.87</u>
<b>TOTAL MANAGEMENT STAFF</b>	<b>\$299,757.09</b>
COMMUNITY ENHANCEMENT	
DONATIONS	\$953.85
ASSOCIATION MEMBERSHIPS	<u>\$703.37</u>
<b>TOTAL COMMUNITY ENHANCEMENT</b>	<b>\$1,657.22</b>

DEBT SERVICES (NEW COMMUNITY CENTER LOAN)	
CCCC DEBT SERVICES	\$490,738.93
CIRCLE C COMMUNITY CENTER	<u>\$278,613.45</u>
<b>TOTAL RESERVE FUND</b>	<b>\$769,352.38</b>
CAPITAL BUDGET PROJECTS	
LANDSCAPE – CCCC	\$11,496.72
LANDSCAPE – BED UPGRADES	\$11,854.93
LANDSCAPE – TREE UPGRADES	\$8,000.00
LANDSCAPE – IRRIG INFRA IMP	\$16,654.62
LANDSCAPE – ROCK WORK	\$595.38
LANDSCAPE – ESC MEDIAN N OF LACROSSE	<u>\$12,000.00</u>
<b>TOTAL LANDSCAPE &amp; ELEC PROJECT</b>	<b>\$60,601.65</b>
PARK PLACE PLAYSCAPE	\$26,502.28
CCCC IT HARDWARE	\$15,365.28
SWIM CENTER IMPROVEMENTS	<u>\$9,117.41</u>
<b>TOTAL NEIGHBORHOOD PROJECTS</b>	<b>\$50,984.97</b>
<b>TOTAL EXPENSES</b>	<b><u>\$3,107,984.80</u></b>
<b>EXCESS REVENUE OVER EXPENSES</b>	<b>\$25,680.58</b>
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**Calendar of Events 2013**  
**Circle C Homeowners Association**

[www.circlecranch.info](http://www.circlecranch.info)

Jan 1	New Year Holiday, HOA Office Closed	
Jan 15	Holiday Lights/Décor must be removed	January 15
Feb 1	First 1/2 year assessment mailed, due March 1 <sup>st</sup> **Ballot & Proxy to be printed on back of assessment	
Feb	Board of Directors Candidate Forum	Date TBD
Mar	Board of Directors Annual Report in March newsletter	
Mar 6	Annual Meeting, Community Center	6:30pm-9:30pm
Mar 29	Good Friday, HOA Office Closed	
Mar 30	Easter Egg Hunt, Swim Center Plaza	9:30am to 11am
Mar 31	Pool closed for Easter Holiday	
Apr 20	Community Wide Garage Sale	8 am to 5 pm
May 27	Memorial Day, Pools Open, HOA Office closed	
Jul 1	Second 1/2 year assessment mailed, due August 1 <sup>st</sup>	
Jul 4	Fourth of July Community Parade, Community Ctr	9am to 11am
Jul 4	Pools Open, HOA Office closed	
Sept 2	Labor Day, HOA Office closed	
Nov 28 & 29	Thanksgiving, HOA Office Closed	
Dec 7	Children's Holiday Party, Circle C Community Center (entry is one new unwrapped toy per child)	Time TBD
Dec 14	Adult Holiday Party, Circle C Community Center	Time TBD
Dec 24-26	Christmas Break, HOA Office Closed	

**Board of Directors Meetings**, 4th Wednesday of every month, 6:30 pm at the Circle C Community Center.

**Swim Center Events**, please see website, [www.circlecranch.info](http://www.circlecranch.info)

*\*\*All dates are subject to change*