

Circle C Homeowners Association

**Board of Directors  
Report to the Members  
March 2017**

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 2016 for the Association as well as an outline of our proposed activities and goals for 2017. We believe that 2016 was a year of significant progress for the Association, and we are committed to continuing that progress in 2017. Our primary goal remains preserving and improving the Circle C Ranch subdivision.

**INTRODUCTION FROM THE PRESIDENT, Kim Ackermann**

This past year was a very big year for Circle C. The HOA purchased and installed new front opening mailboxes at the 7 mail centers that had the rear opening mailboxes including the main mail center located at the Swim Center. This project was originally going to be a three phase project but due to the number of mail thefts, the CCHOA Board of Directors approved completing all phases in 2016. The Community Center continues to be a success and has been heavily used. It is a great place for our residents to gather for neighborhood functions and personal gatherings. Food Trailer Nights have continued to be a great addition and will continue through 2017. Pool safety is still a big concern for the board and staff. Increasing the number of lifeguards at the pool and implementation of new policies have helped to keep all residents safe at the pool. Phase II of the landscaping improvement along Spruce Canyon was completed including upgrading the irrigation. All the corner returns along La Crosse, between Spruce Canyon and Escarpment were replaced with rock work. Three new sections are being developed within Circle C, two of which are gated communities. The first is Avaña Estates located at the far south end of Avaña, the second is Hillside Estates located off of FM1826 by the blue water tower. The third section is the extension of Edwardson Lane located directly behind the Barstow Park green space. The fourth Circle C pool, which is being built by the developer, is located in GreyRock Ridge and the opening date will be announced in future publications.

As we approach our annual meeting in March, I ask that you take the time to fill out your absentee ballot, name a proxy or cast your vote online through the website. 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 2016

- ✓ Added the ability for Online voting which will start in 2017
- ✓ Irrigation infrastructure improvements
- ✓ Bed upgrades throughout the community
- ✓ Rock work throughout Circle C
- ✓ Tree work throughout Circle C
- ✓ Completed the 3 phases of the Mailbox replacement Project

## Growth of Circle C Ranch

Year	Lots in the Association	Lots paying full assessment
2016	5377	4921
2017	5435	5076

## 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 two director seats that expire in 2017 (Jason Bram and Russ Hodes). Kim Ackermann and Steve Urban's terms expire in 2018. James Moseley, Dan Vavasour and Natalie Placer McClure terms expire in 2019.

As of this writing, the CCHOA BOD has four officers: President (Kim Ackermann), Vice President (Natalie Placer McClure), Treasurer (Russ Hodes) and Secretary (James Moseley). Jason Bram, Steve Urban, James Moseley and Dan Vavasour also serve on the board. You can email the board at [directors@circlecranch.info](mailto:directors@circlecranch.info)

## Operations Staff

- Operations Manager: Karen Hibpshman
- Operations Asst. Manager: Gale Foster
- Community Center Coordinator: Sarah Humphrey
- 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 Tuesday 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 Annual Report, 2016

**Committee Members:** A.E. Martin, Former CCHOA Board Member, Retired Engineer  
Laura Sherman, AIA Registered Architect  
Trent Rush, Principal, TBG Partners, Registered Landscape Architect

**New Home Reviews:** 144 New Homes were reviewed and approved

**Remodels/Residential Reviews:** 272 Residential Projects were reviewed

**Common Areas:** A final review of the Greyrock Amenity Center building, pool and landscaping was conducted. Landscaped areas of Bernia and Trissino were reviewed and accepted.

### Residential Development Update:

Cal Atlantic Builders continues to offer new homes for sale in Avaña, Greyrock, Avaña Estates, Barstow Trails, and Hillside Estates. Avaña and Greyrock are being developed in phases, and Avaña Estates, Barstow Trails, and Hillside Estates have all developed lots and are in the sales phase.

### 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 2017 Annual Meeting will be held on **Wednesday, March 8<sup>th</sup> at 6:30pm at the Circle C Community Center.** Please be on the lookout 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 2017 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, Karen Hibpsman. 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 methods for neighborhood communication. 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 register for the website to receive timely HOA news via email at [www.circlecranch.info](http://www.circlecranch.info).

## 2016 Annual Aquatics Report

Circle C Aquatics operates one full time facility, the Circle C Aquatics Swim Center (SC). Additionally, we operate two seasonal facilities, the Community Center Aquatics Facility (CC) and the Avaña Aquatics Facility (AV).

We offer programming, lessons, lap swimming, and a competitive swim team, year-round, at the SC location and maintain our aquatics staff throughout the entire year.

Our Aquatics staff successfully completed the American Red Cross Aquatic Examiner Service in June of 2016. Our Lifeguard Program has been recognized by the American Red Cross as one of the top three programs in Texas and received a Certificate of Appreciation for our commitment to safety, training, drowning prevention, and the certification of more than 100 people with lifesaving skills in 2016.

### Aquatics Staff

#### **Lead Staff**

Aquatics Director:	<b>Brody McKinley, CPO, LGIT, WSIT</b>
Program Coordinator:	<b>Amanda Hartman, CPO, LGI, WSI</b>
Admin Coordinator:	<b>Mariana Lira, LG, WSI</b>
Aquatics Supervisor:	<b>Gabrielle Haynes, LGI, WSI</b>
Select Head Coach:	<b>Jennie Lou Leeder, USA Swimming</b>

#### **Staff Counts**

Lifeguards	–	118	Instructors	–	13
Front Desk	–	20	Coaches	–	4

**Total Aquatics Staff – 155**

### Facility Usage

#### **Resident Entries**

SC	–	44,509
CC	–	16,210
AV	–	8,551
<b>Total</b>	–	<b>69,270</b>

#### **Guest Entries**

SC	–	4,335
CC	–	2,296
AV	–	524
<b>Total</b>	–	<b>7,155</b>

**Total Facility Entries – 76,425**

### Area Reservations

SC	–	33
CC	–	47
AV	–	26
<b>Total</b>	–	<b>106</b>

### Facility Rentals

SC	–	13
CC	–	7
AV	–	1
<b>Total</b>	–	<b>21</b>

## Select Swim Team

### Select Coaching Staff

Head Coach	-	Jennie Lou Leeder
Assistant Coach	-	Tim Crosson
Assistant Coach	-	Lily Moldenhauer
Strength & Conditioning Coach	-	Jonathan Potts

Our Select Swim Team is a year-round, USA Swimming Certified program.

### Select Team Enrollment

Jan	83	Jul	-	76	
Feb	-	80	Aug	-	46
Mar	-	99	Sep	-	108
Apr	-	113	Oct	-	113
May	-	94	Nov	-	105
Jun	-	79	Dec	-	79

### Select Swim Meets Attended

1/2	Trained or Tapered 2 - RR	10/16	10 & Under Kick-Off
1/9-1/10	South Texas B Champs	10/18	Tuesday Night at the Races
1/17	BB Last Chance Meet	10/23	Sailfish Great Pumpkin Meet
1/22-1/24	New Year's Classic	10/27	CCSS Pumpkin Mile Swim
1/24	Wave Into '16 Unclassified	11/5-11/6	TXLA 11/Over Unclassified
1/29-1/31	South Texas BB Champs	11/13	TXLA 10/Under Unclassified
2/7	STAGS Last Chance	11/15	Tuesday Night at the Races
2/12-2/14	South Texas STAGS	12/9-12/11	Jingle Bell Splash BB+ faster
2/25-2/28	Sectionals	12/17	Jingle Bell Splash BB slower
3/3-6	TAGS		
4/16	10 & Under LC Kickoff		
4/22-4/24	11 & Over LC Kick Off		
5/7	Circle C Unclassified		
5/14	10 & Under EoS Splash		
5/20-5/22	11 & Over EoS Splash		
6/7	Tuesday Night at the Races		
6/17-6/19	Texas Open BB+		
6/21	Tuesday Night at the Races		
7/5	Tuesday Night at the Races		
7/14	STAGS "A" Champs		
7/23	AQTX Last Chance Meet		
7/27-7/31	TAGS		
8/12-8/14	JR STAGS		
9/30-10/2	11 & Over Fall Kick-Off		

## **Aquatics Programming**

### **Group Swim Lessons**

Instructors – CC Aquatics WSI Staff  
Registrations: 448

Circle C Aquatics is an authorized provider of the American Red Cross Swim Lesson Program. Our 2016 program was recognized by the Red Cross and received the Gold Level Award.

### **Private Swim Lessons**

Instructors – CC Aquatics WSI Staff  
Registrations: 776

### **Water Aerobics**

Instructor – Marilyn Vaillant  
Registrations: 76

### **Masters**

Instructor – Erin Gerbrecht  
Registrations: 104

Our Masters Swimming program is a USA Swimming Certified program.

### **Lifeguard Certification Courses**

Instructors – Brody McKinley, Amanda Hartman, Gabby Haynes  
Registrations: 78

We are an authorized provider of the American Red Cross Lifeguard Certification Course. Our lifeguards, head guards, Supervisors, and Lead Staff are all certified in the American Red Cross Program.

### **Water Safety Instructor Courses**

Instructors – Brody McKinley, Amanda Hartman  
Registrations: 11

We are an authorized provider of the American Red Cross Water Safety Instructor Course. Our instructors are all WSI Certified.

### **Boy Scout Swim Testing**

Instructors – CC Aquatics Head Guard Staff  
Registrations: 115

## **Special Events**

- Polar Plunge (January 17)
- Dive-In Movie Nights (June 11, July 16, August 6)
- Community Water Safety Day (May 22)
- World's Largest Swimming Lesson (June 24)
- Austin Pet's Alive! Guard-A-Thon (December 4)

## **Contracted Rentals**

- Bowie High School Swim Team
- CDC Summer Camp
- Dreams of Hope Ranch Special Olympics
- Elli Overton Training Systems
- Kiker Summer Voyager Summer Camp
- Seals Swim Team
- Veritas / Regents / Waldorf Swim Team

## **Incidents**

Water Rescues	-	30
Injuries Treated	-	32
Sudden Illnesses Treated	-	6
Patron Behavior Incidents	-	1
Break In / Vandalism	-	2
<b>Total Incidents</b>	<b>-</b>	<b>71</b>

## **Landscape Services, 2016**

Circle C Landscape continued to provide landscape maintenance and irrigation services for 2016. New capital projects were also implemented to bring outdated landscape areas up to current standards. A complete copy of a detailed Annual Report presented to the CCHOA Board of Directors can be found at [www.circlecranch.info](http://www.circlecranch.info).

**Landscape Maintenance Services** which include all mowing, weeding, pruning, trimming, trash pick-up, irrigation monitoring and repair were performed according to the specifications of the landscape contract. The services occur year round and Circle C Landscape provides a highly trained and experienced crew six days per week on the property.

**The Green Community Model** for all Circle C landscaping continues to be the standard of operations for the community. This includes focused efforts on water conservation, drought tolerant vegetation, limited turf areas, tree diversification, use of rock work in applicable areas, conversion of standard irrigation to drip irrigation where possible, and limited use of herbicides and pesticides.

**Water Management** is a large component of the services provided by Circle C Landscape. We ensure that all water systems are in compliance with City of Austin regulations, that all water systems are operating at maximum efficiency, monitor water usage, and eliminate water waste. Circle C Landscape also coordinates and supervises any required water audits by the City of Austin.

**Tree Care** for the 2700 shade trees on the property is supervised by Circle C Landscape.

**Capital Improvements** included the following for 2016:

The corner returns along La Crosse between Spruce Canyon and Escarpment were replaced with rock work to enhance their appearance and eliminate water waste from the curved surfaces.

Phase 2 of conversion of Spruce Canyon from spray heads to drip irrigation and install new turf in selected areas was completed.

The exterior of Muirfield was renovated to include drip irrigation, selective replanting, and new turf installation.

Diversified trees were planted along Escarpment and Wildflowers Park. Appropriate irrigation was also installed.

### **Financial Report (for the period ending December 31, 2016)**

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 2016 under budget.

- Income was \$3,634,353 (vs. \$3,595,254 last year).
- Expenses were \$3,337,738 (vs. \$2,937,003 last year)
- Retained Earnings \$4,697,301 (vs. \$4,340,160 last year)

The income break-down is \$2,909,820 from HOA dues (80%) and \$724,533 from other sources (20%). Under expenses, the larger categories were \$1,181,433 (36%) for common area services, \$1,206,955 (36%) for the Aquatics Facilities, \$247,344 (7%) for capital improvement projects and \$587,714 (17%), for operations. The Delinquency rate for the HOA dues is 2.8% currently compared to last year which was at 2.9%.

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 2016:

- The General Reserve Fund is \$506,187

The required annual audit was completed by Stephen M. Tilson, PC. The inspections took place during April of 2016, for the budget year that ended on December 31<sup>st</sup>, 2015. 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 2017 budget this year. As always, we look forward to answering your questions at the annual meeting, on March 8<sup>th</sup> at the Community Center located at 7817 La Crosse Ave.

Russ Hodes  
CCHOA Treasurer

**CIRCLE C HOMEOWNERS ASSOCIATION  
2016 INCOME & EXPENSE STATEMENT (Unaudited)**

**INCOME:**

HOMEOWNER INCOME

HOMEOWNERS DUES	\$2,909,820.29
RESALE CERTIFICATE INCOME	\$59,850.00
TRANSFER FEE INCOME	\$97,125.00
LATE FEES COLLECTED	\$21,958.79
LIEN ADMIN FEE INCOME	\$396.00
FILING FEE INCOME	\$1,530.00
NSF FEE INCOME	\$100.00
COLLECTION FEE INCOME	<u>\$1,865.84</u>
<b>TOTAL HOMEOWNER INCOME</b>	<b>\$3,092,645.92</b>

ARCHITECTURAL REVIEW INCOME

<b>TOTAL ARCHITECTURAL REVIEW INCOME</b>	<u>\$68,180.00</u> <b>\$68,180.00</b>
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RENTAL INCOME

OFFICE RENT	\$8,378.00
GRILL RENT	<u>\$5,000.00</u>
<b>TOTAL RENTAL INCOME</b>	<b>\$13,378.00</b>

SWIM CENTER INCOME

POOL PROGRAMS	\$84,670.75
POOL PROGRAMS-SWIM TEAM	\$160,949.50
GUEST FEES/FACILITY RENTALS	<u>\$48,575.18</u>
<b>TOTAL SWIM CENTER INCOME</b>	<b>\$294,195.43</b>

CIRCLE C COMMUNITY CENTER INCOME	
CCCC FACILITY RENTALS	\$49,294.25
<b>TOTAL COMMUNITY CENTER INCOME</b>	<b>\$49,294.25</b>
OTHER OWNER LANDSCAPE REIMBURSEMENTS	
STRATUS LANDSCAPE REIMB	\$97,000.00
COA LANDSCAPE REIMB	\$17,600.00
<b>TOTAL OTHER OWNER L/S REIMB</b>	<b>\$114,600.00</b>
MISCELLANEOUS INCOME	
INTEREST INCOME	\$2,058.76
SALES TAX TIMELY FILE DISCOUNT	\$1.11
<b>TOTAL MISCELLANEOUS INCOME</b>	<b>\$2,059.87</b>
 <b>TOTAL INCOME</b>	 <b>\$3,634,353.47</b>

**EXPENSES:**

COMMONS AREAS SERVICES	
LANDSCAPE MAINTENANCE CONTRACT	\$878,637.24
2017 LAND ADDITIONS	\$6,187.89
LANDSCAPE REPAIRS	\$58,137.08
LANDSCAPE UTILITIES – WATER	\$155,978.88
LANDSCAPE UTILITIES - ELECTRIC	\$33,762.80
TREE PRUNING	\$17,537.50
FENCE REPAIRS & MAINT	\$7,511.91
ELECTRICAL REPAIRS & MAINT	\$10,504.63
NEIGHBORHOOD REPAIRS & MAINTENANCE	\$13,175.65
<b>TOTAL COMMONS AREA SERVICES</b>	<b>\$1,181,433.58</b>
SWIM CENTER FACILITY	
ADMINISTRATIVE	\$47,507.47
SUPPLIES - POOL	\$5,925.03
SUPPLIES – CHEMICALS	\$55,169.87
SUPPLIES & FEES – PROGRAMMING	\$5,988.49
SUPPLIES & FEES – SWIM TEAM	\$22,738.47
MAINTENANCE – POOL	\$55,482.10
MAINTENANCE – BUILDING	\$37,229.28
MAINTENANCE – CONTRACT LANDSCAPING	\$24,018.48
MAINTENANCE – NON-CONTRACT LANDSCAPING	\$3,970.44
AV – CONTRACT LANDSCAPE	\$16,250.52
AV – NON-CONTRACT LANDSCAPE	\$1,975.57
PAYROLL – STAFF	\$581,750.42
PAYROLL – PROGRAMMING STAFF	\$36,498.02
PAYROLL – SWIM TEAM	\$88,211.22
UTILITIES – WATER	\$24,872.88
AV – UTILITIES – WATER	\$3,138.16
UTILITIES – ELECTRIC	\$24,714.92

AV – UTILITIES – ELECTRIC	\$10,244.61
UTILITIES – GAS	\$18,091.73
UTILITIES – PHONE/INTERNET	\$10,685.01
AV – PHONE/INTERNET/CAM	\$2,975.90
GR – PHONE/INTERNET/CAM	<u>\$-45.80</u>
<b>TOTAL SWIM CENTER FACILITY</b>	<b>\$1,077,392.79</b>
<b>COMMUNITY CENTER FACILITY</b>	
UTILITIES – WATER	\$33,601.57
UTILITIES – ELECTRIC	\$20,578.88
UTILITIES – PHONE/INTERNET	\$7,535.58
EVENTS SALARIES	\$6,015.74
FURNITURE	\$1,815.74
MAINTENANCE – BUILDING	\$31,935.94
MAINTENANCE – CONTRACT LANDSCAPING	\$24,018.48
MAINTENANCE – NON-CONTRACT LANDSCAPING	<u>\$4,061.16</u>
<b>TOTAL COMMUNITY CENTER FACILITY</b>	<b>\$129,563.09</b>
<b>HOA OPERATIONS</b>	
OFFICE SUPPLIES	\$5,077.88
OFFICE EQUIPMENT & MAINTENANCE	\$7,681.30
MAINTENANCE SALARIES	\$135,673.50
MAINTENANCE PAYROLL TAXES	\$12,068.63
POSTAGE/DELIVERY	\$11,414.04
WEBSITE OPERATIONS	\$1,116.77
PRINTING/HOA OFFICE	\$1,449.50
HOA MEETINGS	\$2,905.50
DEED RESTRICTIONS	\$7,089.24
HOA SPECIAL EVENTS	\$30,233.58
MISC OPERATIONAL EXPENSES	<u>\$439.88</u>
<b>HOA OPERATIONS TOTAL</b>	<b>\$215,149.82</b>
<b>FINANCIAL MANAGEMENT</b>	
FINANCIAL MANAGEMENT SERVICES	\$96,527.00
RESALE CERTIFICATE EXPENSE	\$11,097.62
LIEN FILING FEES	\$1,669.00
BANK FEES	\$29,702.43
CPA/AUDIT	<u>\$7,200.00</u>
<b>TOTAL FINANCIAL MANAGEMENT</b>	<b>\$146,196.05</b>
<b>HOA MANAGEMENT</b>	
MANAGEMENT SALARIES	\$168,880.16
MANAGEMENT PAYROLL TAXES	\$15,212.15
MILEAGE REIMBURSEMENT	\$7,586.57
HEALTH INSURANCE STIPEND	\$33,300.00
CONTINUING ED/SKILLS ENHANCEMENT	<u>\$1,390.24</u>
<b>MANAGEMENT STAFF TOTAL</b>	<b>\$226,369.12</b>

ARCHITECTURAL REVIEW	<u>\$28,379.00</u>
<b>TOTAL ARCHITECTURAL REVIEW</b>	<b>\$28,379.00</b>
LEGAL	<u>\$3,895.83</u>
<b>TOTAL LEGAL</b>	<b>\$3,895.83</b>
TAXES	
TAXES – PROPERTY	\$3,529.66
TAXES – OTHER	<u>\$0.00</u>
<b>TOTAL TAXES</b>	<b>\$3,529.66</b>
INSURANCE	
GEN'L, PROPERTY, B&M & AUTO	\$59,424.08
INSURANCE - D & O	\$6,114.00
INSURANCE - WORKERS COMP	<u>\$8,987.81</u>
<b>TOTAL INSURANCE</b>	<b>\$74,525.89</b>
COMMUNITY ENHANCEMENT	
DONATIONS	\$0.00
ASSOCIATION MEMBERSHIPS	<u>\$3,958.90</u>
<b>TOTAL COMMUNITY ENHANCEMENT</b>	<b>\$3,958.90</b>
CAPITAL BUDGET PROJECTS	
LANDSCAPE – BED UPGRADES	\$17,925.19
LANDSCAPE – IRRIGATION INFRASTRUCTURE	\$24,990.00
LANDSCAPE – ROCK WORK	\$10,000.00
LANDSCAPE – TREE PLANTING	\$5,000.00
SWIM CENTER LOUNGE CHAIRS	\$8,608.50
SWIM CENTER POOL COVERS	\$6,475.36
SWIM CENTER PARKING LOT REPAIR	\$8,000.00
SWIM CENTER TERRACE ROCK STEP ADDS	\$2,000.00
MAILBOX KIOSK	<u>\$164,345.52</u>
<b>TOTAL CAPITAL BUDGET PROJECTS</b>	<b>\$247,344.57</b>
<b>TOTAL EXPENSES</b>	<b><u>\$3,337,738.30</u></b>
<b>EXCESS REVENUE OVER EXPENSES</b>	<b>\$296,615.17</b>
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# CALENDAR OF EVENTS 2017

*Circle C Homeowners Association*

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

JAN 2

New Year Holiday, HOA Office Closed

JAN 15

Holiday Lights/Décor must be removed

FEB 1

First ½ year assessment mailed, Due March 1<sup>st</sup>

Ballot & Proxy printed on back of assessment

FEB 8

Board of Directors Candidate Forum: 6:30-7:30pm

MAR 8

Annual Meeting, Community Center: 6:30-9:30pm

APR 14

Good Friday, HOA Office Closed

APR 15

Easter Egg Hunt Swim Center Plaza 9am

APR 29

Circle C Community Wide Garage Sale  
(Recycle/Shred Day at CCCC)

MAY 29

Memorial Day, Pools Open, HOA Office closed

JUL 1

Second ½ years assessment mailed, due August 1st

JUL 1

4<sup>th</sup> of July Community Parade, Pool Plaza, 9-11am

JUL 4

Pools open, HOA Office closed

SEPT 4

Labor Day, HOA Office closed

OCT 7

Circle C Community Wide Garage Sale  
(Recycle/Shred Day at CCCC)

NOV 22 - 24

Thanksgiving, HOA Office closed

DEC 2

Kid's Holiday Party Saturday 10am-1pm CCCC

Entry is one new unwrapped toy per child

DEC 8

Adult Holiday Party Friday 7-10pm CCCC

DEC 25-26

Christmas Break, CCHOA Office closed

Board of Directors Meeting, last Tuesday of every month,  
6:30 pm at the Circle C Community Center (CCCC)

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

\*\*All dates subject to change