

**Board of Directors  
Report to the Members  
March 2025**

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 2024 for the Association as well as an outline of our proposed activities and goals for 2025. We believe 2024 was a year of significant progress for the Association, and we are committed to continuing that progress in 2025. Our primary goal remains preserving and improving the Circle C Ranch subdivision.

**INTRODUCTION FROM THE PRESIDENT, Stephen Bega**

2024 was a year of continuing to navigate and balance the inflation costs. We opened all our facilities and were fortunate to hire and certify enough lifeguards to open all 4 pools open through the summer season and extend the pool hours into September.

At the end of 2023 we closed the Swim Center for an extensive renovation that started at the beginning of 2024. The pool filters were replaced using a lift to put them in place in the pump room. The pool was replastered and the cracks that were found were repaired. The restroom went through the biggest transformation. The pavers used for the floor were replaced with concrete and floor drains were installed. The showers were reconfigured and brought into ADA compliance. This project took 2 ½ months to complete and we were able to re-open the Swim Center for Spring Break. Due to plumbing issues, there was a delay in opening of the restrooms, so we brought in port-a-potties to ensure we would open on time for Spring Break.

We are still seeing the effects on the trees throughout Circle C after the 2021 & 2023 storms. After all the trimming was done, the removal of any trees in the common areas that have died started. We are still watching several trees in the community hoping that they come back.

We continue to work with the Mobility Corridor Project folks on the shared use path along Slaughter Lane (from FM 1826 to MoPac) and the redesign of the intersection at Slaughter Lane and Escarpment Blvd. Through the discussions with the City of Austin on this project and how it affects Circle C, it always came back to one thing: “how to protect the trees and preserve the look of Circle C”. Since the last discussion with the City of Austin, it appears they will be working around the trees and the majority of the sidewalks will remain the same width, but with new ADA ramps at the intersections. At the intersection of Escarpment Boulevard and Slaughter Lane, there will be the addition of another turn lane on westbound Slaughter Lane to Escarpment Blvd. They will also be improving the curb ramps to each corner making them ADA compliant. Due to permitting issues, we do not have updated time frame for these projects.

A new TxDOT project on FM1826 which is designed to be a 4-lane road with a raised median from 290- FM 150. This project is broken into two projects, the first is the Travis County portion that is 4.4 miles long. The second is the Hays County portion from Meridian to FM 150. This project brings many concerns, especially on the Travis County side which are the purchasing of ROW, no left hand turns from Spruce Canyon (and others along FM 1826) and the impact to Slaughter Creek. After a meeting with TxDOT on February 27<sup>th</sup>, the purchase of any ROW and the project are paused for 3-4 years as the re-evaluate their plans.

Circle C has 4 pools, 6 pocket parks and trails for the residents to enjoy. The Swim Center is also home to the Circle C Café (under new management) which is now owned and operated by Circle C residents Patrick Cushing and Chris Thomas.

The Swim Center pool is open year-round and is heated during the winter and kept at 82°. The Community Center, Avana and GreyRock pools are seasonal pools, and each pool can meet the needs of all the different user groups. Pool safety is still a high priority 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. Circle C currently has 11 full time staff and during the pool season we have 175 seasonal employees.

Circle C has three Elementary schools within the community, Kiker Elementary, Clayton Elementary and Bear Creek Elementary. Gorzycki Middle School is located on Slaughter Lane, Veritas Academy is located at the south end of Escarpment Blvd and Valor School is at the intersection of MoPac/SH45. There are three independent childcare/preschool facilities within walking distance from Kiker Elementary and Clayton Elementary: the CDC, CDC East (which are a non-profit) and The Goddard School of Austin, right off Archeleta Blvd. We also have an Active Living Community located at the front of GreyRock named ArborView, off of Archeleta Blvd across the street from The Goddard School of Austin.

The board approved the Escarpment Loop wiring project in 2023 over 4 phases. Phase 1 was installed in 2024. This doesn't mean that we are able to remove all the node clocks yet but that is the ultimate goal. We are currently using node clocks throughout Circle C where the wiring is broken due to age or construction damage. These node clocks are not designed for commercial use and were being used as a temporary fix. Unfortunately, these run on a 9-volt battery that has about a 1-year life span and are prone to malfunctioning.

We have continued to upgrading bedding areas and adding river or flat rock where needed. Circle C has one remaining Estate Lot at the back of the GreyRock section, with the total number of homes within Circle C at 5,622. The Community Center continues to grow in popularity for neighborhood functions, personal gatherings, kids' summer camps and a variety of fitness programs. Food Trailer Nights are back starting in March for the Spring and the Fall months.

You will continue to hear a lot more about the "Infrastructure" projects in the future, because they are over-due, and they are going to be very expensive. We are currently focused on ensuring our Reserve Fund is replenished every year to cover the costs associated with these projects and looking at how can we stabilize the systems. Our main concern is the wiring which we are working to move out of the right-of-way. As our infrastructure ages, so does the City of Austins and the many utilities companies within Circle C. The more we can move the wiring out of the right-of-way, the less damage to our infrastructure.

These upgrades are going to cost **millions** of dollars. The only option we have to grow our Reserve Fund is by increasing the annual assessments.

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. The Board introduced Online Voting five years ago with great success which helped us reach quorum prior to the meeting with a record 29.39% quorum. This Board has worked hard 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 the community. 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 2024**

- ✓ Continued the on-line Resales (ordering & payment). All resales are sent electronically.
- ✓ Continued with Online voting for the Annual Meeting
- ✓ Irrigation infrastructure improvements
- ✓ Bed upgrades throughout the community
- ✓ Rock work throughout Circle C
- ✓ Tree work throughout Circle C
- ✓ SC – Pool Replaster
- ✓ SC – Pool Filter Replacement
- ✓ SC – Restroom Renovation
- ✓ CC – Pond Controller/Pump Replacement
- ✓ AC – Replaster/Repair to Code
- ✓ GR – Repaint/Restain Amenity Center
- ✓ Node Clock Replacement
- ✓ Escarpment Loop Project – Phase 1
- ✓ CCN – Entrance and irrigation wiring

### **Growth of Circle C Ranch**

Year	Lots in the Association	Lots paying full assessment
2022	5624	5613
2023	5625	5612

### **Circle C Governing Documents**

All of the Circle C HOA’s defining documents can be found on the HOA website at [www.circlecranch.com](http://www.circlecranch.com) 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 2025, Stephen Bega, Kimberly De La Garza and David Lachance. Joanne Kinzer and Paul Oveisi’s terms expire in 2026. David Duryee and John La Barge’s terms expire in 2027,

As of this writing, the CCHOA BOD has four officers: President (Stephen Bega), Vice President (Joanne Kinzer), Treasurer (David Duryee) and Secretary (John La Barge). Paul Oveisi, Kimberly De La Garza and David Lachance also serve on the Board. You can email the Board at [directors@circlecranch.info](mailto:directors@circlecranch.info)

### **Operations Staff**

- Operations Manager: Karen Hibpshman
- Assistant Manager: Dayna Wallace
- Community Center Coordinator: Kris Smith

- 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 in person and via Zoom. 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, 2024**

### **Committee Members:**

Trent Rush, Principal, TBG Partners, Registered Landscape Architect  
 Randall Owen – Hatch+Ulland Owen Architects  
 Casey Giles – Manhard Consulting

**Remodels/Residential Reviews:**    **242** Residential Projects were reviewed

**ACC Guidelines:**    The ACC produced a document of guidelines for the commons areas in order to ensure consistent regulations on signage, common area amenities, fixtures and furnishings.

### **Residential Development Update:**

There is one Estate Lot left in GreyRock. All other home lots have been developed

## **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 2025 Annual Meeting will be held on **Wednesday, March 12<sup>th</sup> at 6:30pm in person and via Zoom.** 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 2025 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.com](http://www.circlecranch.com). You can email or call our manager, Karen Hibpshman. 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.com> (please register if you haven't already) which we utilize a Community Email database for Circle C HOA announcements, the official CCHOA Facebook page and maintain ten marquees around the neighborhood for announcements.

## **2025 Annual Aquatics Report**

Circle C Aquatics plays a vital role in providing high-quality aquatic facilities and programming for the residents of Circle C. Our team is responsible for the management and operation of four aquatics facilities, ensuring safe, well-maintained, and welcoming environments for recreational and competitive swimming. We operate one year-round facility, the **Circle C Aquatics Swim Center (SC)**, and three seasonal facilities: the **Community Center Aquatics Facility (CC)**, the **Avaña Aquatics Facility (AV)**, and the **Greyrock Aquatics Facility (GR)**.

Our facilities support a wide range of aquatic programming, including swim lessons, lap swimming, and recreational swim, as well as our competitive, year-round swim team at the Swim Center. To maintain the highest standards of safety and service, we employ and train a dedicated aquatics staff throughout the entire year.

The 2024 season presented both challenges and exciting developments for Circle C Aquatics. One of the most significant milestones was the extensive renovation of the **Swim Center**, which included a full resurfacing of the pool, the installation of a new filtration system, and major upgrades to the restroom facilities. These improvements have greatly enhanced the facility's functionality and aesthetic appeal, and we encourage all residents to visit and experience the benefits of these upgrades firsthand.

In addition to facility improvements, 2024 was also a year of growth and adaptation for our lifeguard program. During the Swim Center renovation, we took the opportunity to implement the **updated 2024 American Red Cross Lifeguarding Program**, ensuring that every member of our team was trained and certified under the latest safety protocols.

As we transitioned into the summer season and prepared to open our seasonal facilities in May, we faced the ongoing challenge of expanding pool hours while navigating the national lifeguard shortage. Our top priorities remained staffing our pools appropriately, ensuring patron safety, and managing operations effectively—especially during the extreme summer heat. Despite these challenges, our Aquatics Team successfully operated all facilities in a safe and professional manner, demonstrating exceptional dedication to both the community and the field of aquatics management.

Circle C Aquatics continues to be recognized for its commitment to **safety, training, and drowning prevention**. Our Lifeguard Program has earned distinction from the **American Red Cross** as one of the top programs in Texas, a testament to the hard work and expertise of our team. As we reflect on the past year, we remain committed to providing the highest level of service and ensuring that Circle C residents have access to safe and enjoyable aquatic experiences year-round.

- Brody McKinley, Circle C Aquatics Director

## **Circle C Aquatics Staff**

The success of Circle C Aquatics is a direct result of the dedication, professionalism, and expertise of our team of aquatics professionals. Our team is composed of highly trained lifeguards, swim instructors, supervisors, and administrative personnel who work tirelessly to ensure a safe, welcoming, and well-managed aquatic environment. Every member of our lifeguard team is certified in the latest American Red Cross Lifeguarding Program, and our swim instructors hold Water Safety Instructor (WSI) certifications. In addition to their initial training, our lifeguard team participates in ongoing in-service training sessions throughout the year and during every shift to maintain their skills and stay current with industry best practices.

Beyond lifeguarding and instruction, our team plays a vital role in daily pool operations, facility maintenance, customer service, and community engagement. From enforcing safety protocols to assisting patrons with their aquatic needs, our staff exemplifies professionalism and a commitment to excellence. Their hard work and dedication ensure that Circle C Aquatics continues to provide top-tier aquatic programming and maintain the highest standards of safety and service for our residents and guests.

<b>Management Team</b>	<b>Title</b>	<b>Certifications</b>
Brody McKinley	Aquatics Director	CPO, AFO, LG, LGI, LGIT, WSI, WSIT, CPR/AED, First Aid Instructor, Waterfront Instructor, Lifeguard Management, AEO2, BBP, USA Swimming, SafeSport, Safety Training for Swim Coaches, SCUBA
Amanda Hartman	Program Coordinator	CPO, LG, LGI, LGIT, WSI, WSIT, CPR/AED, First Aid, Waterfront, Lifeguard Management, AEO2, BBP
Rebecca Craig	Administrative Coordinator	LG, CPR/AED, First Aid, LGI
Jennie Lou Leeder	Select Head Swim Coach	USA Swimming, SafeSport, Safety Training for Swim Coaches, ASCA Level III Coach, USA Diving Coach, CPR/AED, First Aid
Maya Gatica	Aquatics Supervisor	LG, CPR/AED, First Aid, LGI
Santi Montesinos	Aquatics Supervisor	LG, CPR/AED, First Aid, LGI
Gladys Pineda	Aquatics Supervisor	LG, CPR/AED, First Aid, LGI

<b>Aquatics Operations</b>	<b>Team Members</b>	<b>Certifications</b>
Lifeguards / Head Guards	160	American Red Cross Lifeguarding, CPR/AED, First Aid
Front Desk Attendants	27	CPR/AED, First Aid
Swim Lesson Instructors	17	WSI, CPR/AED, First Aid

Swim Coaches	4	USA Swimming, SafeSport, Safety Training, CPR/AED, First Aid
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## **Facility Attendance & Operational Overview**

Circle C Aquatics is committed to providing accessible and well-maintained aquatic facilities for our community. This section highlights overall attendance across all facilities, along with the total number of operational hours offered throughout the year. By analyzing facility usage and operational trends, we continue to refine our services to meet the evolving needs of our residents while maintaining the highest standards of safety and efficiency.

*\*Please note that some 2021/2022 data may appear inconsistent due to operational impacts from the COVID-19 pandemic.*

<b>All Aquatics Facilities</b>	<b>2024</b>	<b>2023</b>	<b>2022</b>	<b>2021*</b>
<b>Total Operational Hours</b>				
Recreational Swim	2,746	2,584	2,681	2,155
Lap Swim	1,648	2,088	2,088	1,488
Resident Entries	76,308	80,467	67,673	48,820
Guest Entries	7,791	6,939	4,438	1,617
Program Entries	16,789	20,716	18,417	10,244
<b>Total Entries</b>	<b>100,888</b>	<b>108,122</b>	<b>90,528</b>	<b>60,681</b>

## **Facility-Specific Attendance**

The following data provides a breakdown of entry totals for each individual facility, along with what percentage of the total entries each facility represents.

<b>Swim Center</b>	<b>2024</b>	<b>2023</b>	<b>2022</b>	<b>2021*</b>
Resident Entries	47,080	50,335	37,547	30,493
Guest Entries	4,377	4,452	1,914	832
Program Entries	16,789	20,716	18,417	10,244
<b>Total SC Entries</b>	<b>68,246 (68%)</b>	<b>75,503</b>	<b>57,878</b>	<b>41,569</b>

<b>Community Center</b>	<b>2024</b>	<b>2023</b>	<b>2022</b>	<b>2021*</b>
Resident Entries	15,107	14,654	14,513	6,921
Guest Entries	2,077	1,423	1,722	517
<b>Total CC Entries</b>	<b>17,184 (17%)</b>	<b>16,077</b>	<b>16,235</b>	<b>7,438</b>

<b>Avaña</b>	<b>2024</b>	<b>2023</b>	<b>2022</b>	<b>2021*</b>
Resident Entries	11,430	12,027	11,933	8,414
Guest Entries	1,126	892	893	213
<b>Total AV Entries</b>	<b>12,556 (12%)</b>	<b>12,919</b>	<b>12,826</b>	<b>8,627</b>

<b>Greyrock</b>	<b>2024</b>	<b>2023</b>	<b>2022</b>	<b>2021*</b>
Resident Entries	2,691	3,451	3,698	2,992
Guest Entries	211	172	194	55
<b>Total GR Entries</b>	<b>2,902 (3%)</b>	<b>3,623</b>	<b>3,892</b>	<b>3,047</b>

## **Safety & Incident Response**

The safety of our patrons and staff remains our highest priority at Circle C Aquatics. Throughout the year, our team responded to various incidents, including water rescues, first aid interventions, and sudden illness emergencies. In addition to medical responses, staff also managed facility-related incidents such as vandalism, disturbances, and trespassing. Our team was also responsible for sanitary cleanups, addressing situations involving bodily fluids, blood, and other biohazards to ensure a clean and safe environment for all visitors. Each response underscores our commitment to preparedness, professionalism, and the well-being of our community.

<b>Incident Type</b>	<b>2024</b>	<b>2023</b>	<b>2022</b>	<b>2021*</b>
Water Rescues	7	14	7	1
First Aid Response	62	61	60	18
Sudden Illness Emergencies	41	20	8	1
Patron/Facility Incidents	17	23	12	6
Biohazard Response	37	29	26	0
EMS/9-1-1 Callouts	2	0	2	4
<b>Total Incidents</b>	<b>123</b>	<b>111</b>	<b>84</b>	<b>26</b>

## **American Red Cross Certification Programs**

Circle C Aquatics is a proud authorized provider of American Red Cross certification courses, ensuring the highest standards in aquatic safety and instruction. Our Lifeguarding Program certifies all lifeguards, head guards, supervisors, and lead staff in the most up-to-date American Red Cross Lifeguarding protocols.

Additionally, we offer the American Red Cross Water Safety Instructor (WSI) certification course, equipping our swim instructors with the training necessary to provide high-quality swim instruction. Through these programs, we remain committed to safety and drowning prevention in our community.

<b>Course Registrations</b>	<b>2024</b>	<b>2023</b>	<b>2022</b>	<b>2021*</b>
Lifeguarding, CPR/AED, First Aid	133	136	115	78
Water Safety Instructor	7	11	n/a*	n/a
Safety Training for Swim Coaches	1	3	n/a*	n/a
Lifeguarding Instructor	4	8	2	n/a

## **Select Swim Team Program**

The Circle C Select Swim Team is a year-round, USA Swimming-certified program designed for swimmers seeking a higher level of competitive training and skill development. Our program focuses on refining technique, improving endurance, and fostering a strong team environment.

Throughout the 2024 season, our athletes participated in 31 competitive events, demonstrating their commitment to excellence in training and performance. Our dedicated coaching staff



works closely with athletes to ensure they reach their full potential, emphasizing both physical conditioning and mental preparation.

The Select Swim Team continues to be a cornerstone of our aquatics programming, offering swimmers the opportunity to grow and excel in a structured and supportive environment.

<b>Average Enrollment</b>	<b>2024</b>	<b>2023</b>	<b>2022</b>	<b>2021*</b>
Short Course Season	89	106	91	66
Long Course Season	78	75	75	39
Year-Round	84	93	85	54

## **Aquatics Programming & Instruction**

Circle C Aquatics offers a diverse range of instructional and fitness-based programs designed to serve swimmers of all ages and skill levels. As an authorized provider of the American Red Cross Learn-to-Swim Program, we provide high-quality swim instruction through both group and private lessons, ensuring participants develop essential water safety and swimming skills.

Beyond swim lessons, our aquatics programming includes group-led water aerobics classes designed to promote fitness and mobility, as well as a self-led aqua jogging program for those seeking low-impact cardiovascular exercise. For adults looking to refine their technique and build endurance, we offer a coached Masters Swimming program, providing structured workouts and expert guidance. We also support the scouting community by offering swim testing for Boy Scouts and Girl Scouts to fulfill their badge and rank advancement requirements.

Through our comprehensive aquatics programming, Circle C Aquatics remains committed to promoting water safety, fitness, and skill development for the entire community.

<b>Program Registrations</b>	<b>2024</b>	<b>2023</b>	<b>2022</b>	<b>2021*</b>
Group Swim Lessons	148	156	n/a*	n/a
Private Swim Lessons	1,099	810	1,325	445
Masters Swimming	32	30	20	19
Water Aerobics	43	29	25	43
Aqua Jogging	37	40	n/a	-
Swim Clinics	40	-	-	-
Scout Swim Tests	6	5	n/a*	n/a

## **Reservations & Rentals**

Circle C Aquatics provides a variety of reservation and rental opportunities to accommodate the diverse needs of our community and local organizations. Residents can reserve designated **Area Reservations** for birthday parties and small gatherings, while **Facility Rentals** allow for private events outside of standard operating hours. Additionally, during peak summer months, we implement a **Lap Lane Reservation System** to ensure fair access to limited lane space while accommodating swim team practices.

Beyond resident reservations, we also rent out lane space and pool time to local high school swim teams, competitive training programs such as Magnolia Masters and Austin Triathlon Club, as well as summer camps and daycare groups.

These reservation and rental programs help maximize the accessibility of our facilities while maintaining an organized and efficient use of available aquatic space.

<b>Reservations/Rentals</b>	<b>2024</b>	<b>2023</b>	<b>2022</b>	<b>2021*</b>
Area Reservations	36	36	28	n/a
Facility Rentals	6	7	7	n/a
Lap Lane Reservations	848	788	850	3,142
Contracted Program Groups	8	7	8	7
Day Care / Camp Groups	2	2	2	0

## **Landscape Services, 2024**

Circle C Landscape continued to provide landscape maintenance and irrigation services for 2024. New capital projects were also implemented after being identified on the CCHOA Long-term Planning report to bring outdated landscape areas up to current standards.

**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 Landscape & Irrigation 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 and Irrigation Management.** In coordination with the CCHOA, Circle C Landscape provides two complete irrigation system checks, and instigates repairs based on requests from the CCHOA and from field observation. The goal is to enhance irrigation efficiency and promote water conservation. Circle C Landscape also coordinates and supervises any required water audits by the City of Austin.

**Tree Care** for the 2800 shade trees on the property is supervised by Circle C Landscape.

### **Construction Repair and Consultation.**

- Repairs to Archeleta Blvd due to Texas Gas work being done along SH45.
- Due to the extensive construction by outside contractors on the common's areas, Circle C Landscape provided expertise and repairs as requested by the CCHOA for instances where contractors are installing improvements in irrigated and landscape areas.
- Circle C Landscape has informed the CCHOA Board of Directors of the status of the irrigation systems in the older areas. These systems are 30 plus years old and at the end of their life. Circle C Landscape suggested staged improvements on these areas.

## **Financial Report (for the period ending December 31, 2024)**

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 2024 under budget.

- Income was \$6,248,903.24 (vs. \$5,345,192.27 last year).
- Expenses were \$6,863,577.21 (vs. \$5,951,691.94 last year).
- Retained Earnings \$5,992,601.94 (vs. \$6,600,445.65 last year).

The income break-down is \$5,218,774.90 from HOA dues (83.51%) and \$1,030,128.34 from other sources (16.48%). Under expenses, the larger categories were \$2,563,610.92 (37.35%) for common area services, \$1,724,540.51 (25.12%) for the Aquatics Facilities, \$1,367,637.30 (19.92%) for capital improvement projects and \$1,207,758.48 (17.59%), for operations. The Delinquency rate for HOA dues remains low at 3.7%.

CCHOA continues to maintain a reserve fund for capital projects and emergencies. The goal of the Reserve fund is to cover 10% of our annual expenses. This is the current fund size for 2024:

- The General Reserve Fund is \$1,120,742.26

The required annual audit was completed by Ron Meyer, P.L.L.C. The inspections took place during May 2024, for the budget year that ended on December 31<sup>st</sup>, 2023. The CCHOA budgets and audits are always available for inspection, by any HOA member at the HOA office, during the usual office hours or can be found on the CCHOA website at [www.circlecranch.com](http://www.circlecranch.com).

All of the Board members participated in preparing the 2025 budget this year. As always, we look forward to answering your questions at the annual meeting, on March 12th at the Community Center in person and via ZOOM.

David Lachance  
CCHOA Treasurer

**CIRCLE C HOMEOWNERS ASSOCIATION  
2024 INCOME & EXPENSE STATEMENT (Unaudited)**

**INCOME:**

HOMEOWNER INCOME

HOMEOWNERS DUES	\$5,218,774.90
RESALE CERTIFICATE INCOME	\$52,200.00
TRANSFER FEE INCOME	\$43,067.00
LATE FEES COLLECTED	\$36,335.89
LIEN ADMIN FEE INCOME	\$1,739.00
FILING FEE INCOME	\$1,466.00
NSF FEE INCOME	\$75.00
HOA FINE INCOME	<u>\$100.00</u>
<b>TOTAL HOMEOWNER INCOME</b>	<b>\$5,353,757.79</b>

ARCHITECTURAL REVIEW INCOME	\$13,235.00
<b>TOTAL ARCHITECTURAL REVIEW INCOME</b>	<b>\$13,235.00</b>
RENTAL INCOME	
OFFICE RENT	\$7,336.44
GRILL RENT	\$5,515.65
<b>TOTAL RENTAL INCOME</b>	<b>\$12,852.09</b>
SWIM CENTER INCOME	
POOL PROGRAMS	\$84,213.50
POOL PROGRAMS-SWIM TEAM	\$182,851.88
GUEST FEES/FACILITY RENTALS	\$81,284.68
<b>TOTAL SWIM CENTER INCOME</b>	<b>\$348,350.06</b>
CIRCLE C COMMUNITY CENTER INCOME	
CCCC FACILITY RENTALS	\$93,339.75
<b>TOTAL COMMUNITY CENTER INCOME</b>	<b>\$93,339.75</b>
OTHER OWNER LANDSCAPE REIMBURSEMENTS	
STRATUS LANDSCAPE REIMB	\$109,000.00
COA LANDSCAPE REIMB	\$17,600.00
<b>TOTAL OTHER OWNER L/S REIMB</b>	<b>\$126,600.00</b>
MISCELLANEOUS INCOME	
CREDIT CARD REWARDS	\$4,500.00
INTEREST INCOME	\$83,168.02
SALES TAX TIMELY DISCOUNT	(\$7.25)
<b>TOTAL MISCELLANEOUS INCOME</b>	<b>\$87,660.77</b>
COVE AT CIRCLE C HOA	\$20,981.60
ROWELL HOA	\$192,126.18
<b>TOTAL INCOME</b>	<b>\$6,248,903.24</b>
<b><u>EXPENSES:</u></b>	
COMMONS AREAS SERVICES	
LANDSCAPE MAINTENANCE CONTRACT	\$1,510,659.00
SC CONTRACT LANDSCAPE	\$38,607.00
CCCC CONTRACT LANDSCAPE	\$38,607.00
AV CONTRACT LANDSCAPE	\$27,377.64
GR CONTRACT LANDSCAPE	\$27,376.92
COMMON AREA HOLIDAY LIGHTING	\$53,117.19
LANDSCAPE REPAIRS	\$209,542.79
LANDSCAPE UTILITIES – WATER	\$398,911.32
COA WATER UTILITY COMPLIANCE	\$8,000.00
LANDSCAPE UTILITIES - ELECTRIC	\$37,457.47
TREE CARE	\$147,835.95
FENCE REPAIRS & MAINT	\$4,723.48

ELECTRICAL REPAIRS & MAINT	\$13,293.13
NEIGHBORHOOD REPAIRS & MAINTENANCE	\$23,295.11
NON-CONTRACT MAINTENANCE	\$20,000.00
PERMITS AND INSPECTIONS	<u>\$4,806.92</u>
<b>TOTAL COMMONS AREA SERVICES</b>	<b>\$2,563,610.92</b>

SWIM CENTER FACILITY

ADMINISTRATIVE	\$63,792.19
SUPPLIES - POOL	\$9,604.95
SUPPLIES – CHEMICALS	\$77,342.79
SUPPLIES & FEES – SWIM TEAM	\$30,944.13
MAINTENANCE – POOL	\$106,740.27
MAINTENANCE – BUILDING	\$66,445.40
PAYROLL – STAFF	\$1,108,839.79
PAYROLL – PROGRAMMING STAFF	\$31,900.44
PAYROLL – SWIM TEAM	\$118,220.36
SC-UTILITIES – WATER	\$30,618.23
AV – UTILITIES – WATER	\$4,844.07
GR-UTILITIES-WATER	\$2,552.49
SC-UTILITIES – ELECTRIC	\$22,030.03
AV – UTILITIES – ELECTRIC	\$10,302.13
GR- UTILITIES-ELECTRIC	\$5,328.69
SC-UTILITIES – GAS	\$10,845.15
SC-UTILITIES – PHONE/INTERNET	\$12,007.26
AV – PHONE/INTERNET/CAM	\$4,891.94
GR – PHONE/INTERNET/CAM	<u>\$7,290.20</u>
<b>TOTAL SWIM CENTER FACILITY</b>	<b>\$1,724,540.51</b>

COMMUNITY CENTER FACILITY

UTILITIES – WATER	\$8,669.80
UTILITIES – ELECTRIC	\$23,376.84
UTILITES – PHONE/INTERNET	\$8,387.84
EVENTS SALARIES	\$10,553.25
MAINTENANCE – BUILDING	<u>\$46,260.94</u>
<b>TOTAL COMMUNITY CENTER FACILITY</b>	<b>\$97,248.67</b>

MAINTENANCE OPERATIONS

OFFICE SUPPLIES – MAINT	\$1,161.97
EMPLOYEE EDUCATION – MAINT	\$865.00
SAFETY EQUIP & SUPPLIES – MAINT	\$571.51
MAINTENANCE PAYROLL	\$224,571.19
POOL TECHNICIANS	\$63,673.35
MAINT PAYROLL TAXES	\$17,777.72
COMPUTERS/SOFTWARE – MAINT	\$1,114.12
TOOLS/SUPPLIES – MAINT	\$4,340.97
OFFICE FURNITURE - MAINT	<u>\$397.25</u>

**TOTAL MAINTENANCE OPERATIONS** **\$314,473.08**

HOA OPERATIONS

OFFICE SUPPLIES \$9,395.09  
OFFICE EQUIPMENT & MAINTENANCE \$17,623.07  
HOA OWNED VEHICLE EXPENSE \$2,216.98  
POSTAGE/DELIVERY \$22,503.05  
WEBSITE OPERATIONS \$3,060.36  
PRINTING/HOA OFFICE \$6,981.35  
HOA MEETINGS \$14,942.48  
DEED RESTRICTIONS \$12,168.28  
HOA SPECIAL EVENTS \$36,590.87  
**HOA OPERATIONS TOTAL** **\$125,481.53**

FINANCIAL MANAGEMENT

FINANCIAL MANAGEMENT SERVICES \$113,415.60  
RESALE CERTIFICATE EXPENSE \$12,000.00  
LIEN FILING FEES \$510.00  
BANK FEES \$66,036.18  
CPA/AUDIT \$8,872.08  
**TOTAL FINANCIAL MANAGEMENT** **\$200,833.86**

HOA MANAGEMENT

MANAGEMENT SALARIES \$218,235.07  
MANAGEMENT PAYROLL TAXES \$18,103.56  
MILEAGE REIMBURSEMENT \$4,891.67  
HEALTH INSURANCE STIPEND \$42,712.54  
CONTINUING ED & SKILLS ENHANCE \$340.00  
**MANAGEMENT STAFF TOTAL** **\$284,282.84**

ARCHITECTURAL REVIEW

\$11,249.75  
**TOTAL ARCHITECTURAL REVIEW** **\$11,249.75**

LEGAL

\$31,160.08  
**TOTAL LEGAL** **\$31,160.08**

TAXES

TAXES – PROPERTY \$7,086.84  
TAXES – INCOME/FRANCHISE \$239.11  
**TOTAL TAXES** **\$7,325.95**

INSURANCE

GEN'L, PROPERTY, B&M & AUTO \$101,041.75  
INSURANCE – AUTO \$5,771.26  
INSURANCE - D & O \$13,211.00  
INSURANCE - WORKERS COMP \$11,360.86  
**TOTAL INSURANCE** **\$131,384.87**

COMMUNITY ENHANCEMENT

DONATIONS	\$500.00
ASSOCIATION MEMBERSHIPS	<u>\$3,847.85</u>
<b>TOTAL COMMUNITY ENHANCEMENT</b>	<b>\$4,347.85</b>

CAPITAL BUDGET PROJECTS

SC POOL COVERS	\$12,337.25
COMP POOL RENOV/REPLAST	\$313,213.72
SC COMP POOL FILTER REP	\$90,040.73
RESTROOM RENOVATION	\$155,839.24
POND CONTROLLER/PUMP	\$17,567.88
AV REPLASTER/REPAIRS	\$123,494.00
GR REPAINT/RESTAIN GRE	\$3,500.00
NODE CLOCK REPLACEMENT	\$90,000.00
ROCK WORK	\$25,000.00
IRRIGATION UPGRADES	\$35,000.00
BED UPGRADES	\$35,000.00
ESCARPMENT PROJECT	\$186,250.00
CCN IMPROVEMENT	\$203,806.20
CONSTRUCTION REPAIRS	\$49,701.45
MAILBOX REPLACEMENT	\$7,349.09
CCCC CARPET REPLACEMENT	\$19,537.74
<b>TOTAL CAPITAL BUDGET PROJECTS</b>	<b>\$1,367,637.30</b>

<b>TOTAL EXPENSES</b>	<b>\$6,863,577.21</b>
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<b>EXCESS REVENUE OVER EXPENSES</b>	<b>(\$614,673.97)</b>
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# CALENDAR OF EVENTS 2025

Circle C Homeowners Association

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

**DEC 31, 2024 - JAN 1, 2025**

New Year Holiday, HOA Office Closed

**JAN 15, 2025**

Deadline for removal of Holiday Lights/Decor

**FEB 1, 2025**

First ½ of annual assessment mailed; Due 3/1/25  
Board Ballot & Proxy printed on back of assessment

**FEB 12, 2025**

Board of Directors Candidate Forum/Meet & Greet 6:00 pm

**MAR 12, 2025**

CC HOA Annual Meeting 6:00 pm – 9:00 pm

**APR 12, 2025**

Easter Event @ CDC 9:00am-11am

**APR 18, 2025**

Good Friday, HOA Office Closed

**APR 26, 2025**

Circle C Community Wide Garage Sale  
(Donate/Shred Day at CCCC 10:00 am -2:00 pm)

**MAY 26, 2025**

Memorial Day, Pools Open, HOA Office closed

**JUL 1, 2025**

Second ½ of annual assessment mailed; Due 8/1/25

**JUL 4, 2025**

4<sup>th</sup> of July Event – 9AM

**JUL 4, 2025**

Independence Day - Pools open; HOA Office closed

**SEPT 1, 2025**

Labor Day, Pools open, HOA Office closed

**OCT 18, 2025**

Circle C Community Wide Garage Sale  
(Donate/Shred Day at CCCC 10:00 am -2:00 pm)

**NOV 26, 2025 – NOV 28, 2025**

Thanksgiving - HOA Office closed

**DEC 6, 2025**

Kid's Holiday Party Saturday 10:00am – 1:00pm CCCC  
Entry is 1 new unwrapped toy per child

**DEC 24, 2025 – DEC 26, 2025**

Christmas Break, HOA Office closed

**DEC 31, 2025 - JAN 1, 2026**

New Year Holiday, HOA Office Closed

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

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

\*\*All dates subject to change