

**CCHOA Board Meeting Agenda**  
**24 April 2024, 6:30pm**  
**Circle C Community Center via zoom**

- I. Town Hall – Short Term Rental (STR)
- II. Roll Call
- III. Acceptance of Agenda
- IV. Acceptance of March 27, 2024 Board meeting minutes *Joanne Kinzer*
- V. Homeowner Forum (*3 min each*)  
*(Homeowners may sign up to speak for the Homeowners Forum by calling the HOA manager at 512-288-8663 or sending an email to [info@circlecranch.info](mailto:info@circlecranch.info) at least a week before the meeting, in writing. Members will be given 3 minutes to address the board. The Board will send a reply through the HOA Office after the meeting.*
  - a. Peggy Vogt
- VI. Management Reports
  - a. General Report, *Karen Hibpshman*
    - 1. Mar YTD Financials
  - b. Landscape Report, *Karen Hibpshman*
  - c. Aquatics Report, *Brody McKinley*
  - d. Maintenance Report, *Robert Bardeleben*
- VII. Discussion Items
  - a. TxDot proposed project along FM1826
  - b. STR
- VIII. Action Items
- IX. Adjourn Public Meeting
- X. Executive Session

**Attachments**

- 1. March Board Meeting Minutes
- 2. General Report (including YTD Financials)
- 3. Landscape Report
- 4. Aquatics Report
- 5. Maintenance Report

**Circle C Homeowners Association**  
**Board Meeting Minutes**  
**March 27, 2024**

1. The CCHOA Board of Directors convened on March 27, 2024, at the Community Center and via video conferencing (Zoom). Stephen Bega called the meeting to order at 6:35 p.m. In attendance were board members Stephen Bega, Kimberly De La Garza, Joanne Kinzer, David Lachance, Paul Oveisi, John LaBarge and Dave Duryee. CHOA Manager Karen Hibpshman (HOA Manager), Robert Bardeleben (Facilities Director) and Brody McKinley (Aquatics Director) were present.
2. Stephen presented the March 27, 2024 agenda. Karen asked that we add Megan Pound, Randhir Soni, Aaron Fiorucci, Elizabeth Hadley and Julie Norris to the Homeowner Forum. Joanne motioned to accept the agenda with the changes. David seconded the motion. All were in favor and the motion passed.
3. Stephen presented the February 28, 2024 Board of Directors Meeting Minutes. Paul motion to accept the minutes as written. David seconded the motion. All were in favor and the motion passed.
4. Stephen introduced the Homeowner Forum.
5. Stephen moved STR to next item to accommodate those in attendance. The first discussion item was STR's. Stephen talked about his thoughts and also referenced that we have reached out to our attorney to help navigate this issue. Paul's questions was, "what is the HOA's exposure" if STR's are prohibited. John asked with a CC&R change, how does it affect current STR's. Joanne is interested in learning more of the legalities involved.
  - a. Peggy Vogt spoke against STR's in the neighborhood and how it negatively affects the neighborhood. She is asking the board to amend the CC&R's to add time restrictions on rentals in the neighborhood.
  - b. Randhir Soni spoke in favor of STR's and how they do not create issues in the community.
  - c. Aaron Fiorucci spoke in favor of STR's and provided the board a copy of the document that is required for his STR. He also worked with his neighbors and lowered the number of guests allowed; a 4-car maximum along with multiple clauses to keep the property neighborhood friendly. By keeping the property as an STR, it allows his family to come back to Austin when needed.
  - d. Elizabeth Hadley spoke against STR's and she lives next to a STR and have had issues with the leases shooting off fireworks into the greenbelt, coming over to their property. Feels that having a STR takes away the neighborhood feel.
  - e. Julie Norris spoke against STR's. She has experienced having STR renters back into her son's car several times and the difficulty of getting vehicles fixed. The STR renters aren't familiar with the neighborhood which causes them to have uncertainty of how to navigate the community.
6. Dave Schwarte from the Texas Neighborhood Coalition addressed the board and offered their help with STR's. They have been successful in other cities in Texas with STR issues

7. The second discussion item is the proposed TxDot project along FM1826. Frank Thiel from Lewis Mountain Ranch asked the board about the proposed TxDot project along FM1826. Karen let him know that she has been working with a group of residents/associations that live along FM1826 and will make sure that he is included in the emails.
8. The board took a 5-minute break.
9. The board reconvened the meeting at 8:00pm.
10. Karen presented the management report and the YTD Financials.
11. Karen presented the landscaping report.
12. Brody presented the aquatics report.
13. The first action item was the Board Officer Appointments.
  - a. Paul motioned nominate Stephen Bega for President. John seconded the motion. All were in favor and the motion passed.
  - b. Paul nominated Joanne Kinzer for Vice President. David seconded the motion. All were in favor and the motion passed.
  - c. Paul nominated John LaBarge for Secretary. Kimberly seconded the motion. All were in favor and the motion passed.
  - d. Joanne nominated Dave Duryee for Treasurer. Kimberly seconded the motion. All were in favor and the motion passed.

Stephen Bega will serve as President, Joanne Kinzer will serve as Vice President, John LaBarge will serve as Secretary and Dave Duryee will serve as Treasurer.
  - e. There has been some discussion of creating a new position which would be Communications Officer. It was noted that it is helpful when a board member is able to respond on Facebook to de-escalate a situation. Let's try this for a month or so and discuss how it is going at a future meeting. John motioned to create the new position of Communications Office. Joanne seconded the motion. All were in favor and the motion passed.
14. The third action item was the 2024 Budget Adjustment – Pond Controller/Pump Replacement. No action needed.
15. Joanne motioned to adjourn the Public Meeting at 8:54 pm. David seconded the motion. All were in favor and the motion passed.
16. No executive session.

**Circle C Homeowners Association  
 Manager's Report  
 Mar 25, 2024 – April 19, 2024**

**Violation Report  
 March 25, 2024 – April 19, 2024**

	Feb 26 – Mar 22, 2024	Mar 25 – Apr 19, 2024	Percentage of Total Violations	% Change		Feb 17- Mar 24, 2023	Mar 27- Apr 21, 2023	Percentage of Total Violations	% Change
<b>Total Violations:</b>	<b>252</b>	<b>372</b>		<b>47.62%</b>		<b>254</b>	<b>233</b>		<b>-8.27%</b>
Rubbish/Debris	45	42	11.29%	-6.67%		62	130	55.79%	109.68%
Front Yard Maintenance	124	248	66.67%	100.00%		76	49	21.03%	-35.53%
Architectural	7	7	1.88%	0.00%		25	8	3.43%	-68.00%
Vehicle Storage	6	7	1.88%	16.67%		15	10	4.29%	-33.33%
Repair of Exterior Damages	9	10	2.69%	11.11%		19	16	6.87%	-15.79%
Exterior Lighting	19	18	4.84%	-5.26%		18	15	6.44%	-16.67%
Driveway	7	5	1.34%	-28.57%		0	0	0.00%	0.00%
Fencing	0	1	0.27%	0.00%		8	1	0.43%	-87.50%
Use Limitations	3	1	0.27%	0.00%		3	0	0.00%	-100.00%
Recreational Equipment	24	24	6.45%	0.00%		13	0	0.00%	-100.00%
Offensive Activities	5	0	0.00%	0.00%		2	0	0.00%	-100.00%
Common Properties	0	0	0.00%	0.00%		0	0	0.00%	0.00%
Maintenance	3	2	0.54%	-33.33%		11	4	1.72%	-63.64%
Abutting Landscaping	0	0	0.00%	0.00%		1	0	0.00%	100.00%
Window Covering	0	0	0.00%	0.00%		0	0	0.00%	0.00%

	<b>252</b>	<b>372</b>				<b>254</b>	<b>233</b>		
Stage 1/Cooperative Letters	222	334	89.78%	50.45%		203	190	81.54%	-6.40%
Stage 2 Letters	25	31	8.83%	24.00%		40	41	17.59%	2.50%
Stage 3 Letters	4	6	1.61%	50.00%		11	1	0.43%	-90.91%
Stage O	1	1	0.26%	0.00%		0	0	0.00%	0.00%

	<b>252</b>	<b>372</b>				<b>254</b>	<b>233</b>		
On Hold	4	10	2.69%	0.00%		0	0	0.00%	0.00%
Closed	90	139	37.37%	54.44%		142	152	65.24%	6.58%
New	128	185	49.73%	44.53%		87	56	24.03%	-35.63%
Escalated	17	21	5.65%	23.53%		23	21	9.01%	-8.70%
Re-Opened	13	17	4.57%	30.77%		2	4	1.72%	100.00%
Attorney	0	0	0.00%	0.00%		0	2	0.85%	0.00%

### **Administration**

23 New Homeowner Packets mailed March 23<sup>rd</sup> – April 19<sup>th</sup>.

### **Financial**

AP checks were signed on April 19<sup>th</sup> with Terri Giles

### **Upcoming Special Events**

May 4<sup>th</sup> – Community Center is a voting location

May 10<sup>th</sup> – Food Trailer Night

May 27<sup>th</sup> – Memorial Day – HOA Office Closed – Pools open

May 28<sup>th</sup> – Community Center is a voting location

## Project/Updates

- TxDOT proposed project on FM1826 from SH45-US290. Homeowners that back up to FM1826 from Ladera Verde Drive, Via Grande Drive, Tierra Linda Lane, Via Verde and Arbole Cove will be affected. I attended the March 7<sup>th</sup> Open House and also have meet with TxDot engineers and other representatives. I do need to set up a meeting with all the residents who are affected by this proposal.
  - Texas Gas Easement Agreement – Texas Gas was able to continue to work with Goddard school site and secure that location. The easement is no longer needed from Circle C. Texas Gas discovered that there are a lot of utilities located in this area which would prevent them from installing a gas line above ground. – They will be delivering a check for the full amount.  
\*\*\*The land owner of the Goddard School site gave access to Texas Gas off of Archeleta Blvd through our landscaping which broke a mainline, damaged the 2-wire wiring, drip lines and the sod. They will also connecting a new line under Archeleta to improve the gas pressure in GreyRock. Will work with Texas Gas to restore the damaged area once they are done building the substation. They have not finished their substation but have started to access their site from the Goddard School site.
  - Google was doing an installation at Slaughter/Escarpment. Originally met with a supervisor who did not pass my information off to the next crew. Google did extensive damage on both corners of Escarpment and damaging the electrical. The electrical on the east side was damaged first and was able to be repaired. The second damaged electrical was on the west side just before Christmas. They damaged the electrical along the west side of Escarpment significantly which also took the Christmas lights out on that side over the holidays. We weren't able to do the repair until January due to the rain. The repair has been completed and a bill for 2,030.69 has been billed to the Google contractor.  
Mail thefts are still happening. The mail thief's have the master key to open the cluster boxes. It is important that you sign up for Informed Delivery through the post office to know what is coming to you mail box daily so you can make sure it isn't left in the box overnight.
  - The phones at the Swim Center have been changed. The new number is 512-363-5578.
  - We continue to use the Circle C Ranch HOA Facebook page along with the website to get information out to the residents.
- **Capital Projects**

2024 Capital Budget Projects include:

SC – Pool. Covers	Will order in July for Fall Usage
SC – Competition Pool Replaster	Completed
SC – Competition Pool Filter Replacement	Completed
SC –Restroom Renovation	Expected Completion by 4/1/2024
CC – Lounge Chairs	Not started
CC- Pond Controller/Pump replacement	Waiting on additional bids
AV – Replaster/repairs to code	Expected Completed by 5/1/2024
GR – Repaint/Restain GreyRock Amenity Center	Completed
CCC-Pond Controller/Pump Replacement	Obtaining Bids
Node Clock Replacement	Started
Irrigation Upgrades	Started
Bed Upgrades	Started
Escarpment Project	1 <sup>st</sup> phase started between Needham and South Bay
CCN Improvement	Working through issues with the COA
Construction Repairs	Repairs due to construction have been done at Bernia, Trissino, Slaughter, La Crosse, Escarpment and Archeleta

**Current or Future Projects**

- Irrigation Infrastructure
- Signage
- Monuments
- Landscape Prep
- Expansion of CCCC pool

# 2024 CCHOA INCOME BUDGET

Category	Subcategory	2024 Budget	Jan-24	Feb-24	Mar-24	Totals	%
Homeowner Income	Homeowner Dues	\$5,100,000	\$45,011.31	\$1,293,639.13	\$842,363.35	\$2,181,013.79	43%
Homeowner Income	Resale Certificates	\$45,000	\$2,475.00	\$3,600.00	\$5,625.00	\$11,700.00	26%
Homeowner Income	Transfer Fees I0come	\$35,000	\$2,800.00	\$1,050.00	\$4,900.00	\$8,750.00	25%
Homeowner Income	Late Fees Collected	\$30,000	\$1,310.61	\$1,696.99	\$2,391.79	\$5,399.39	18%
Homeowner Income	Lien Admin Fees Income	\$900	\$138.00	\$69.00	\$276.00	\$483.00	54%
Homeowner Income	Filing Fee Income	\$1,400	\$112.00	\$56.00	\$224.00	\$392.00	28%
Homeowner Income	NSF Charges	\$50	\$0.00	\$0.00	\$0.00	\$0.00	0%
<b>Homeowner Income Total</b>		<b>\$5,212,350</b>	<b>\$51,846.92</b>	<b>\$1,300,111.12</b>	<b>\$855,780.14</b>	<b>\$2,207,738.18</b>	42%
Architectural Review Incom	Architectural Review I0come	\$10,000	\$705.00	\$800.00	\$1,390.00	\$2,895.00	29%
<b>Architectural Review I0come Total</b>		<b>\$10,000</b>	<b>\$705.00</b>	<b>\$800.00</b>	<b>\$1,390.00</b>	<b>\$2,895.00</b>	29%
Rental Income	Office Rent	\$10,000	\$0.00	\$1,834.11	\$0.00	\$1,834.11	18%
Rental Income	Grill Rent	\$6,300	\$825.30	\$460.95	\$0.00	\$1,286.25	20%
<b>Rental Income Total</b>		<b>\$16,300</b>	<b>\$825.30</b>	<b>\$2,295.06</b>	<b>\$0.00</b>	<b>\$3,120.36</b>	19%
Aquatics Income	Pool Programs	\$60,000	\$25.00	-\$75.00	\$2,545.00	\$2,495.00	4%
Aquatics Income	Pool Programs - Swim Team	\$136,500	\$7,080.00	\$5,395.00	\$7,356.70	\$19,831.70	15%
Aquatics Income	Facility Income	\$38,000	\$4,815.00	\$38.00	\$19,714.97	\$24,567.97	65%
<b>Aquatics Income Total</b>		<b>\$234,500</b>	<b>\$11,920.00</b>	<b>\$5,358.00</b>	<b>\$29,616.67</b>	<b>\$46,894.67</b>	20%
CCCC Income	CCCC Facility Rentals	\$70,000	\$6,317.50	\$10,396.25	\$5,338.75	\$22,052.50	32%
<b>CCCC Income Total</b>		<b>\$70,000</b>	<b>\$6,317.50</b>	<b>\$10,396.25</b>	<b>\$5,338.75</b>	<b>\$22,052.50</b>	32%
Landscape Reimbursements	Stratus Reimb	\$114,450	\$0.00	\$54,500.00	\$0.00	\$54,500.00	48%
Landscape Reimbursements	COA Reimb	\$17,600	\$0.00	\$0.00	\$0.00	\$0.00	0%
<b>Landscape Reimbursements Total</b>		<b>\$132,050</b>	<b>\$0.00</b>	<b>\$54,500.00</b>	<b>\$0.00</b>	<b>\$54,500.00</b>	41%
Credit Card Rewards		\$0	\$0.00	\$0.00	\$0.00	\$0.00	###
Miscellaneous	Interest Income	\$75,000	\$6,602.13	\$14,310.13	\$6,120.85	\$27,033.11	36%
Miscellaneous	Sales Tax Discount	\$0	-\$7.25	\$0.00	\$0.00	-\$7.25	
<b>Miscellaneous Total</b>		<b>\$75,000</b>	<b>\$6,594.88</b>	<b>\$14,310.13</b>	<b>\$6,120.85</b>	<b>\$27,025.86</b>	36%
Cove @ CC Reimbursement	Cove @ Circle C HOA	\$20,000	\$0.00	\$0.00	\$0.00	\$0.00	0%
Rowell Reimbursement	The Rowell HOA	\$123,000	\$56,369.28	\$0.00	\$0.00	\$56,369.28	46%
<b>Rimbursement Total</b>		<b>\$143,000</b>	<b>\$56,369.28</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$56,369.28</b>	39%
<b>Grand Total</b>		<b>\$5,893,200.00</b>	<b>\$134,578.88</b>	<b>\$1,387,770.56</b>	<b>\$898,246.41</b>	<b>\$2,420,595.85</b>	41%

## 2024 CCHOA EXPENSE BUDGET

Category	Subcategory	2024 Budget	Jan-24	Feb-24	Mar-24	Totals	%
Commons Area Services	Landscape Maint Contract	\$1,510,659	\$125,888.25	\$125,888.25	\$125,888.25	\$377,664.75	25%
Commons Area Services	Contract Landscape SC	\$38,607	\$3,217.25	\$3,217.25	\$3,217.25	\$9,651.75	25%
Commons Area Services	Contract Landscape CCCC	\$38,607	\$3,217.25	\$3,217.25	\$3,217.25	\$9,651.75	25%
Commons Area Services	Contract Landscape AV	\$27,377	\$2,281.47	\$2,281.47	\$2,281.47	\$6,844.41	25%
Common Area Services	Contract Landscape GR	\$27,377	\$2,281.41	\$2,281.41	\$2,281.41	\$6,844.23	25%
Common Area Services	Common Area Holiday Lighti	\$53,117	\$0.00	\$0.00	\$0.00	\$0.00	0%
Commons Area Services	Landscape Repairs	\$160,000	\$2,130.06	\$16,122.52	\$14,551.90	\$32,804.48	21%
Commons Area Services	Landscape Water Utilities	\$275,000	\$4,739.09	\$3,480.07	\$4,014.84	\$12,234.00	4%
Commons Area Services	COA Water Utility Complianc	\$8,000	\$2,490.00	\$390.00	\$0.00	\$2,880.00	36%
Common Area Services	Landscape Electric Utilities	\$36,000	\$3,453.50	\$3,514.39	\$3,426.07	\$10,393.96	29%
Common Area Services	Tree Care	\$75,000	\$5,252.51	\$0.00	\$0.00	\$5,252.51	7%
Commons Area Services	Fence Repairs & Maint	\$8,000	\$319.34	\$0.00	\$0.00	\$319.34	4%
Commons Area Services	Electrical Repairs & Maint	\$12,000	\$3,527.96	\$0.00	\$0.00	\$3,527.96	29%
Common Area Services	Neighborhood Maint & Repa	\$27,000	\$138.07	\$363.90	\$7,153.75	\$7,655.72	28%
Common Area Services	Non Contract Landscape - S	\$20,000	\$0.00	\$0.00	\$0.00	\$0.00	0%

Common Area Services	Permits	\$10,000	\$0.00	\$665.28	\$0.00	\$665.28	3%
<b>Commons Area Services Total</b>		<b>\$2,326,744</b>	<b>\$158,936.16</b>	<b>\$161,421.79</b>	<b>\$166,032.19</b>	<b>\$486,390.14</b>	21%
Aquatics Facilities	Administrative	\$67,500	\$1,659.47	\$3,747.68	\$17,564.17	\$22,971.32	34%
Aquatics Facilities	Supplies - Pool	\$27,500	\$289.98	\$662.06	\$2,146.51	\$3,098.55	11%
Aquatics Facilities	Supplies - Chemicals	\$93,000	\$1,979.08	\$4,409.74	\$5,806.77	\$12,195.59	13%
Aquatics Facilities	Supplies & Fees - Swim Team	\$19,000	\$17,742.54	\$3,484.42	\$130.36	\$21,362.32	112%
Aquatics Facilities	Maintenance - Pool	\$128,200	\$3,189.91	\$12,233.94	\$19,937.10	\$35,360.95	28%
Aquatics Facilities	Maintenance - Building	\$83,100	\$7,551.84	\$13,955.71	\$5,294.59	\$26,802.14	32%
Aquatics Facilities	Payroll - Staff	\$1,173,000	\$26,842.77	\$52,917.63	\$64,458.13	\$144,218.53	12%
Aquatics Facilities	Payroll - Programming Staff	\$49,500	\$0.00	\$0.00	\$426.69	\$426.69	1%
Aquatics Facilities	Payroll - Swim Team	\$150,000	\$6,145.69	\$11,558.57	\$7,329.72	\$25,033.98	17%
Aquatics Facilities	SC-Utilities - Water	\$30,000	\$1,800.51	\$1,464.47	\$5,020.41	\$8,285.39	28%
Aquatics Facilities	Avana _Utilities-Water	\$9,000	\$376.84	\$0.00	\$811.76	\$1,188.60	13%
Aquatics Facilities	GR- Utilities - Water	\$4,500	\$187.05	\$184.02	\$161.28	\$532.35	12%
Aquatics Facilities	SC-Utilities - Electric	\$30,000	\$339.41	\$664.02	\$1,396.96	\$2,400.39	8%
Aquatics Facilities	Avana - Utilities- Electric	\$14,000	\$959.57	\$976.52	\$889.69	\$2,825.78	20%
Aquatics Facilities	GR -Utilities-Electric	\$8,000	\$537.92	\$393.87	\$753.78	\$1,685.57	21%
Aquatics Facilities	Utilities - Natural Gas	\$48,000	\$3,852.75	\$0.00	\$27.38	\$3,880.13	8%
Aquatics Facilities	SC-Utilities - Telephone/Inte	\$15,000	\$580.55	\$580.55	\$580.55	\$1,741.65	12%
Aquatics Facilities	Avana - Telephone/Internet	\$5,000	\$206.79	\$336.06	\$336.06	\$878.91	18%
Aquatics Facilities	GR- Telephone/Internet	\$5,000	\$684.96	\$538.01	\$523.01	\$1,745.98	35%
<b>Aquatic Facilities Total</b>		<b>\$1,959,300</b>	<b>\$74,932.63</b>	<b>\$108,107.27</b>	<b>\$133,594.92</b>	<b>\$316,634.82</b>	16%
Circle C Community Center	Utilities - Water	\$27,000	\$422.74	\$1,057.49	\$459.16	\$1,939.39	7%
Circle C Community Center	Utilities - Electric	\$26,000	\$1,579.61	\$1,749.30	\$1,838.51	\$5,167.42	20%
Circle C Community Center	Utilities - Telephone/Internet	\$9,000	\$685.00	\$685.05	\$700.99	\$2,071.04	23%
Circle C Community Ctr	Events Payroll	\$8,500	\$107.13	\$897.28	\$382.94	\$1,387.35	16%
Circle C Community Center	Maintenance - Building	\$57,500	\$2,546.32	\$2,327.09	\$4,549.92	\$9,423.33	16%
<b>Circle C Community Ctr Total</b>		<b>\$128,000</b>	<b>\$5,340.80</b>	<b>\$6,716.21</b>	<b>\$7,931.52</b>	<b>\$19,988.53</b>	16%
Maintenance Operations	Office Supplies	\$800	\$150.47	\$37.81	\$0.00	\$188.28	24%
Maintenance Operations	Employee Education	\$1,800	\$0.00	\$0.00	\$0.00	\$0.00	0%
Maintenance Operations	Uniforms	\$1,800	\$0.00	\$0.00	\$0.00	\$0.00	0%
Maintenance Operations	Staff Recruitment	\$300	\$0.00	\$0.00	\$0.00	\$0.00	0%
Maintenance Operations	Safety Equip/Supplies	\$1,200	\$32.46	\$0.00	\$0.00	\$32.46	3%
Maintenance Operations	Maintenance Payroll	\$225,000	\$16,133.83	\$24,554.67	\$16,369.78	\$57,058.28	25%
Maintenance Operations	Pool Tech	\$74,000	\$4,252.70	\$6,461.55	\$4,307.70	\$15,021.95	20%
Maintenance Operations	Payroll Taxes	\$29,000	\$1,367.27	\$1,984.11	\$1,317.60	\$4,668.98	16%
Maintenance Operations	Computer/Software	\$1,400	\$0.00	\$0.00	\$146.04	\$146.04	10%
Maintenance Operations	Tools/Supplies	\$5,000	\$840.01	\$705.58	\$969.85	\$2,515.44	50%
Maintenance Operations	Office Furniture	\$600	\$0.00	\$0.00	\$0.00	\$0.00	0%
<b>Maintenance Operations Total</b>		<b>\$340,900</b>	<b>\$22,776.74</b>	<b>\$33,743.72</b>	<b>\$23,110.97</b>	<b>\$79,631.43</b>	23%
HOA Operations	Office Supplies	\$9,000	\$3,410.95	\$1,564.92	\$343.37	\$5,319.24	59%
HOA Operations	Equip & Maintenance	\$18,000	\$136.84	\$527.33	\$3,159.50	\$3,823.67	21%
HOA Operations	HOA Owned Vehicle Expense	\$8,000	\$664.14	\$169.59	\$138.42	\$972.15	12%
HOA Operations	Postage	\$24,000	\$836.55	\$3,293.61	\$344.73	\$4,474.89	19%
HOA Operations	Web Operations	\$3,000	\$38.40	\$1,108.39	\$158.40	\$1,305.19	44%
HOA Operations	Printing	\$7,000	\$1,046.17	\$0.00	\$0.00	\$1,046.17	15%
HOA Operations	HOA Meetings	\$7,000	\$3,919.95	\$256.29	\$225.06	\$4,401.30	63%
HOA Operations	Deed Restrictions	\$5,000	\$719.45	\$0.00	\$0.00	\$719.45	14%
HOA Operations	HOA Special Events	\$45,000	\$1,900.00	\$3,000.00	\$1,324.29	\$6,224.29	14%
HOA Operations	Professional Fees	\$2,000	\$0.00	\$0.00	\$0.00	\$0.00	0%
<b>HOA Operations Total</b>		<b>\$128,000</b>	<b>\$12,672.45</b>	<b>\$9,920.13</b>	<b>\$5,693.77</b>	<b>\$28,286.35</b>	22%
Financial Management	Management Services	\$115,000	\$9,276.30	\$9,976.30	\$9,976.30	\$29,228.90	25%
Financial Management	Resale Certificate	\$13,350	\$500.00	\$900.00	\$1,100.00	\$2,500.00	19%
Financial Management	Lien Filing Administrative Fee	\$4,500	\$0.00	\$0.00	\$156.00	\$156.00	3%
Financial Management	Bank Fees	\$70,000	\$2,740.48	-\$4,653.45	\$13,620.83	\$11,707.86	17%
Financial Management	CPA/Audit	\$10,000	\$0.00	\$121.00	\$60.50	\$181.50	2%
<b>Financial Management Total</b>		<b>\$212,850</b>	<b>\$12,516.78</b>	<b>\$6,343.85</b>	<b>\$24,913.63</b>	<b>\$43,774.26</b>	21%



**Circle C Landscape  
April 2024 Report**



**Weather**

Rainfall: 2+”  
Temperature: 45-84°F  
Drought Status: Moderate to Severe across Travis County

**Irrigation**

Regular irrigation checks and repairs ongoing.

**Maintenance Services**

Mowing rotation on all areas. Trimming, mulching, weeding. Ant treatment at pocket parks.

**Improvements/Installation**

Continued side strip replacement near community center – South side of Spruce Canyon Dr. across from the community center up to Brea Dr. and along the North side of Spruce Canyon Dr. past Carentan Dr. toward FM1826. Existing spray irrigation and rocky soil removed, new soil added. New drip valves/irrigation and Zoysia turfgrass installed alongside select sections of granite base flagstone rockwork. All new turf hand watered-in with weekly mycoirrhiza treatments.

**Circle C Aquatics**

**March-24**

**Winter/Spring Operations**

Facility Usage	Swim Center		Community Center		Avaña		Greyrock		Total	
	Mar-24	YTD	Mar-24	YTD	Mar-24	YTD	Mar-24	YTD	Mar-24	YTD
Resident Entries	1,616	1,616	0	0	0	0	0	0	1,616	1,616
Unique Residents	691	691	0	0	0	0	0	0	691	691
Unique Households	343	343	0	0	0	0	0	0	343	343
Guest Entries	141	141	0	0	0	0	0	0	141	141
Other Entries	83	83	0	0	0	0	0	0	83	83
Average Hourly Count	9		0		0		0			
Average % of Capacity	4%		0%		0%		0%			
Max Hourly Count	62		0		0		0			
<b>Total Entries</b>	<b>1,840</b>	<b>1,840</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,840</b>	<b>1,840</b>

Incidents	Swim Center		Community Center		Avaña		Greyrock		Total	
	Mar-24	YTD	Mar-24	YTD	Mar-24	YTD	Mar-24	YTD	Mar-24	YTD
Water Rescues	2	2	0	0	0	0	0	0	2	2
First Aid Responses	1	1	0	0	0	0	0	0	1	1
Sudden Illness Treatments	0	0	0	0	0	0	0	0	0	0
Patron/Facility Incidents	1	1	0	0	0	0	0	0	1	1
Biohazard Cleanups	1	1	0	0	0	0	0	0	1	1
Suspensions/Expulsions	0	0	0	0	0	0	0	0	0	0
EMS/911 Callouts	0	0	0	0	0	0	0	0	0	0
<b>Total Incidents</b>	<b>4</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>4</b>
<b>Incident per Entry Ratio</b>	<b>0.22%</b>	<b>0.22%</b>							<b>0.22%</b>	<b>0.22%</b>

Revenue	Mar-24	YTD
Aquatics Programs	\$ 2,545.00	\$ 2,495.00
Swim Team	\$ 7,356.70	\$ 19,831.70
Guest Fees	\$ 66.00	\$ 66.00
Area Reservations	\$ -	\$ -
Facility Rentals	\$ 1,287.50	\$ 1,287.50
Lane Rentals	\$ 18,017.40	\$ 22,832.40
Other Facility Income	\$ 344.07	\$ 382.07
<b>Total Aquatics Revenue</b>	<b>\$ 29,616.67</b>	<b>\$ 46,894.67</b>

Programs	Mar-24
Select Swim Team	68
Masters Swimming	0
Group Swim Lessons	0
Private Swim Lessons	14
Water Aerobics	0
Certification Courses	0
WSI Course	0
<b>Total Participants</b>	<b>0</b>

Reservations & Rentals	Mar-24	YTD
Area Reservations	0	0
Facility Rentals	0	0
Lap Lane Reservations	0	0
<b>Total Reservations</b>	<b>0</b>	<b>0</b>

Aquatics Staffing	Mar-24
Lifeguards/Head Guards	51
Front Desk Staff	9
Instructors/Coaches	2
<b>Total Staff</b>	<b>62</b>

Resident Stats	Individuals	Households	Members / Household
Homeowners	13,940	5,177	2.69
Renters	635	176	3.61
New Memberships	137	50	
<b>Totals</b>	<b>14,575</b>	<b>5,353</b>	<b>2.72</b>

Circle C HOA  
Maintenance Report for Board April 2024  
Prepared by Robert Bardeleben -Facilities Director

SWIM CENTER COMPOUND/Maintenance Offices

- Routine Cleaning and Maintenance have been completed
- Minor Equipment and Facility Repairs Made
- Pool Restroom Renovation Completed
- Slide Inspection Completed
- Pool Preparations for Summer are Complete
- Annual Fire Extinguisher Inspection Completed
- Café had a minor gas ignition/explosion while trying to light their pizza oven—no damages occurred to the facility

COMMUNITY CENTER

- Routine inspections and maintenance have been completed
- Annual Fire Extinguisher Inspection Completed
- Pond Pumps and Controller Ordered

COMMUNITY CENTER POOL

- Routine cleaning and maintenance have been performed.
- Minor Repairs have been completed on equipment and facility.
- Slide Inspection Completed
- Pool Preparations for Summer are Started
- Annual Fire Extinguisher Inspection Completed

NEIGHBORHOOD

- Minor repairs have been completed as needed
- Minor Graffiti Removal

AVANA AMENITIES CENTER

- Pool Replaster Completed—No additional funding needed as all repairs went as planned
- Minor repairs have been made
- Replaced 2 Pool Circulation Pumps
- Pool Preparations for Summer are Started
- Annual Fire Extinguisher Inspection Completed
- Shade Canopy at Playground has Been Repaired
- More vandalism at playground—kids applied excessive force on playground fence/railing and caused extensive damage to fence and support/retaining wall—repairs to be completed week of 4/22/24

GREY ROCK AMENITIES CENTER

- Routine Cleaning and Maintenance have been completed
- Minor repairs have been made
- Pool Preparations for Summer are Started
- Annual Fire Extinguisher Inspection Completed
- Painting/Staining of the Greyrock Pool Building Completed