

CCHOA Board Meeting Agenda
30 April 2025, 6:30pm
Circle C Community Center via zoom

- I. Roll Call
- II. Stratus Presentation
- III. Acceptance of Agenda
- IV. Acceptance of March 26, 2025 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 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.
- VI. Management Reports
 - a. General Report, *Karen Hibpshman*
 - 1. March YTD Financials
 - b. Landscape Report, *Karen Hibpshman*
 - c. Aquatics Report, *Brody McKinley*
 - d. Maintenance Report, *Robert Bardeleben*
- VII. Discussion Items
 - a. Update on License Plate camera proposals
 - b. Board Vacancy
 - c. Virtual Power Plant
 - d. Proposed flag amendment
- VIII. Action Items
- IX. Adjourn Public Meeting
- X. Executive Session
 - a. Stratus Project
 - b. Cafe

Attachments

- 1. March 2025 Board Meeting Minutes
- 2. General Report (including YTD Financials)
- 3. Landscape Report
- 4. Aquatics Report
- 5. Maintenance Report

Stratus, the primary commercial developer of Circle C, plans to rezone the large tract of land (approximately 67 acres) located between MoPac and Dahlgreen Avenue, and south of La Crosse Avenue. Below is a summary of historical information and future planning efforts.

Stratus History

- In 2002, Stratus entered into a development agreement with the City of Austin and the Circle C HOA to be able to develop the parcels they owned in Circle C. Some of the resulting developments are Alamo Drafthouse, Escarpment Village, Parkside Village, The Saint Mary multifamily, and St. Augustine Physical Therapy.
- To date, Stratus has dedicated over 150 acres of open space to the Circle C HOA, the Lady Bird Johnson Wildflower Center, and the City of Austin. In addition, Stratus donated land to Austin ISD for Bear Creek Elementary School and an athletic field to Bowie High School.

Existing and Proposed Zoning

- Stratus has full development rights for the parcel, referred to as Tract 110. It is currently zoned for 650,000 square feet of commercial office development.
- Stratus is requesting to amend the zoning to permit Class A+ residential multifamily uses, including senior housing, with the ability to develop neighborhood shops and services that the current zoning does not permit.
- The proposed use of multifamily decreases daily trips to 4,724, compared to 5,913 under the existing office use.
- It is anticipated that the site will be developed over 5-7 years in three phases of approximately 300 units each, along with on-site amenities for the residents.
- The conditions of zoning, including significant building setback buffers and prohibition of access to Dahlgreen, will remain in place. Stratus is not proposing to modify any of the protective provisions in the zoning ordinance.

Proposed Development Agreement Amendment

- Stratus is requesting an amendment to the development agreement to expand the existing permissible office land use to include multifamily residential and neighborhood commercial uses.
- Stratus proposes the removal of the obligation to extend South Bay.

Proposed Circle C HOA Agreements

- The Circle C HOA board and representatives have been working with Stratus to ensure that the proposed project complies with the existing tract restrictive covenants, and to highlight some of the benefits of the change in zoning, including conditions Stratus will commit to in a new private restrictive covenant with the HOA. Some of these include:
 - No vehicular extension of South Bay or access from the existing South Bay into the project (MoPac access only)
 - No development of Dahlgreen from its current termination point and no access to Dahlgreen, except for a gated, emergency access drive
 - Self-contained amenities (pools, playgrounds, etc.)
 - Trail system through the property available to the public for walking and biking
 - With the first phase of development, Stratus will install and connect a water meter and irrigation line to provide permanent irrigation for the landscaped area in the Dahlgreen median

Transportation and Access

Stratus' future development will only take vehicular access from the existing South Bay curb cut on MoPac. A zoning traffic analysis (ZTA) is required to be submitted with the rezoning application and identified the need for a deceleration lane on MoPac. The construction of a 650-foot deceleration lane will be required prior to the issuance of the first phase's certificate of occupancy.

**Circle C Homeowners Association
Board Meeting Minutes
March 26, 2025**

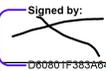
1. The CCHOA Board of Directors convened on March 26, 2025, at the Community Center and via video conferencing (Zoom). Joanne Kinzer called the meeting to order at 6:32p.m. In attendance were board members Joanne Kinzer, David Lachance, Dave Duryee, Paul Oveisi, Tom Griebel and John Labarge. CCHOA Manager Karen Hibshman (HOA Manager) and Robert Bardeleben (Facilities Director) were present.
2. Joanne presented the March 26, 2025 agenda. Dave motioned to accept the agenda as submitted. John seconded the motion. All were in favor and the motion passed.
3. Joanne presented the February 26, 2025 Board of Directors Meeting Minutes. David motioned to accept the minutes with the correction to Item #4. Paul seconded the motion. All were in favor and the motion passed.
4. Joanne introduced the Homeowner Forum. No homeowners present.
5. Karen presented the management report and the YTD Financials.
6. Brody presented the aquatics report.
7. Karen presented the landscaping report.
8. Robert presented the maintenance report.
9. The first discussion item is the update on the License Plate cameras. There is no update at this time. The city really does not want anything placed in the ROW. It would be nice to have license plate cameras located at the different facilities and will look at costs.
10. The second discussion item was the Board vacancy. John Nabors resigned for personal reasons. Karen will reach out to those residents that reached out after the election was in progress and also include the information in the blast emails, including the Candidate Questionnaire. There will be a 30-day time limit for those wanting to fill the vacancy to return the Candidate Questionnaire.
11. The third discussion item was the Virtual Power Plant. Karen will connect Paul with the group and then there will be additional discussion.
12. The first action item Financial Management Contract. The only change to the contract is an additional \$0.10 per door bringing the per door cost to \$1.75. John motioned to approved the Financial Management Contract. Tom seconded the motion. All were in favor and the motion passed.
13. The second action item was the Open Space Guidelines. Karen presented the changes that would allow residents that back up to HOA owned greenbelts, open spaces, karst features and re-irrigation areas to weeded up to 50' behind their fences. Tom motioned to approved the change to the Open Space Guidelines. David seconded the motion. All were in favor and the motion passed.

14. The third action item was Board Officer Appointments.
 - a. Tom motioned for Dave Duryee serve as Treasurer. John seconded the motion. All were in favor and the motion passed.
 - b. David motioned himself for Secretary. Paul seconded the motion. All were in favor and the motion passed.
 - c. Paul motioned for John to serve as Vice President. David seconded the motion. All were in favor and the motion passed.
 - d. Paul motioned for Joanne to serve as President. David seconded the motion. All were in favor and the motion passed.

15. Paul motioned to adjourn the Public Meeting at 7:52pm. David seconded the motion. All were in favor and the motion passed.

16. The board went into Executive Session at 7:55pm to discuss Stratus and the Café. No decisions or actions were taken. The board adjourned executive session at 8:15pm.

Respectfully Submitted,

By:  _____
Signed by: D00001F383A0492...

Title: Secretary_____

**Circle C Homeowners Association
 Manager's Report
 March 24, 2025 – April 25, 2025**

**Violation Report
 March 24, 2025 – April 25, 2025**

	Feb 24 - Mar 21, 2025	Mar 26 - Apr 25, 2025	Percentage of Total Violations	% Change		Feb 26 - Mar 22, 2024	Mar 25 - Apr 19, 2024	Percentage of Total Violations	% Change
Total Violations:	327	326		-0.31%		252	372		47.62%
Rubbish/Debris	51	46	14.11%	-9.80%		45	42	11.29%	-6.67%
Front Yard Maintenance	184	208	63.80%	13.04%		124	248	66.67%	100.00%
Architectural	12	15	4.61%	25.00%		7	7	1.88%	0.00%
Vehicle Storage	12	7	2.15%	-41.67%		6	7	2.69%	16.67%
Repair of Exterior Damages	11	10	3.07%	-9.09%		9	10	4.84%	11.11%
Exterior Lighting	34	11	3.37%	-67.65%		19	18	1.34%	-5.26%
Driveway	2	5	1.53%	150.00%		7	5	0.27%	0.00%
Fencing	0	0	0.00%	0.00%		0	1	0.27%	0.00%
Use Limitations	9	0	0.27%	-100.00%		3	1	6.45%	-66.67%
Recreational Equipment	4	5	1.53%	25.00%		24	24	0.00%	0.00%
Offensive Activities	5	8	2.45%	60.00%		5	0	0.00%	-100.00%
Common Properties	0	0	0.00%	0.00%		0	0	0.00%	0.00%
Maintenance	9	10	3.07%	11.11%		3	2	0.54%	-33.33%
Abutting Landscaping	0	0	0.00%	0.00%		0	0	0.00%	0.00%
Window Covering	2	1	0.36%	-50.00%		0	0	0.00%	0.00%

	327	326				252	372		
Stage 1/Cooperative Letters	247	272	83.43%	10.12%		222	334	89.78%	50.45%
Stage 2 Letters	48	47	14.41%	-2.08%		25	31	8.83%	24.00%
Stage 3 Letters	32	7	2.14%	-78.13%		4	6	1.61%	50.00%
Stage O	0	0	0.00%	0.00%		1	1	0.26%	0.00%

	327	327				252	372		
On Hold	1	5	1.52%	0.00%		4	10	2.69%	150.00%
Closed	162	130	39.75%	-19.75%		90	139	37.37%	35.25%
New	98	123	37.61%	25.51%		128	185	49.73%	44.53%
Escalated	58	50	15.29%	-13.79%		17	21	5.65%	23.53%
Re-Opened	8	18	5.50%	125.00%		13	17	4.57%	30.77%
Attorney	0	1	0.30%	0.00%		0	0	0.00%	0.00%

Administration

13 New Homeowner Packets mailed March 17th – April 17th.

Financial

AP checks were signed on April 17th with Terri Giles

Upcoming Special Events

- May 3rd – Avana pool opens weekends only for May
- May 9th – Food Trailer Night
- May 10th – GreyRock pool opens weekends only for May
- May 11th – Mothers Day
- May 17th – Community Center pool opens for weekends
- May 26th – Memorial Day
- HOA Office Closed, All pools open

Project/Updates

- Billing sent to Coves at Circle C for \$11,423.75.
- Billing sent to Rowell HOA for \$69,913.35.
- Payment received from Commercial HOA for \$54,500.
- Spectrum is installing their infrastructure in GreyRock. There have been several issues and these have been communicated to the project manager to address.
- TxDOT proposed project on FM1826 from SH45-US290. Per email from TxDOT and Ann Howards office, the project has been paused for 4-years. Attended the CAMPO meeting and requested it to be removed from the constrained list. The next CAMPO meeting is May 12th where they will vote on the 2050 plan.
- 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

2025 Capital Budget Projects include:

Billboard	Will complete Q2 or Q3
GR – Replaster/repair to code	Completed
AV – Funbrella Repair/Replacement	Completed
GR- Funbrella Repair/Replacement	Completed
Maintenance Office HVAC Replacement	Completed
CC Pool Office HVAC Replacement	Completed
GR Pool Office HVAC Replacement	Completed
SC – Pool Covers	Will order end of summer
SC – Lounge Chairs	Completed

CC – Lounge Chairs	Completed
AV – Lounge Chairs	Completed
GR – Lounge Chairs	Completed
CC – Pool Slide Refurbish/Gelcoat	Completed
CC – Splash Pad Bollard Edge Repairs	Parts ordered – completion early May
CC – Outside Trim	Will complete in Q3 or Q4
CC – Soffit Sand/Stain	Will complete in Q3 or Q4
SC – Parking Lot Repairs/Seal & Stripe	Will complete in Q3
CC – Parking Lot Repairs/Seal & Stripe	Will complete in Q3
CC – Kitchen Countertop Replacement	Completed
CC – Carpet Replacement	Completed
SC – Slide Repair/Removal	Slide is repaired for operations for this year.
GreyRock crushed granite trail	Completed
SC – Landscaping	More information needed
Node Clock Replacement	Started
Rock Work	Started
Irrigation Upgrades	Started
Escarpment Loop Project	Started – Permit issue being resolved
CCN Improvement	Clean-up and additional planting has started

Construction Repairs	Repairs due to construction have been done at Bernia, Trissino, Slaughter, La Crosse, Escarpment and Archeleta
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Current or Future Projects

- Irrigation Infrastructure
- Signage
- Monuments
- Landscape Prep
- Expansion of CCCC pool/Phase II

2025 CCHOA INCOME BUDGET

Category	Subcategory	2025 Budget	Jan-25	Feb-25	Mar-25	Totals	%
Homeowner Income	Homeowner Dues	\$5,290,000	\$48,179.92	\$1,341,211.60	\$778,950.13	\$2,168,341.65	41%
Homeowner Income	Resale Certificates	\$50,625	\$4,050.00	\$2,250.00	\$4,725.00	\$11,025.00	22%
Homeowner Income	Transfer Fees Income	\$41,125	\$1,400.00	\$2,625.00	\$3,675.00	\$7,700.00	19%
Homeowner Income	Late Fees Collected	\$35,000	\$1,982.88	\$1,667.39	\$2,059.43	\$5,709.70	16%
Homeowner Income	Lien Admin Fees Income	\$900	\$83.00	\$69.00	\$345.00	\$497.00	55%
Homeowner Income	Filing Fee Income	\$800	\$112.00	\$56.00	\$280.00	\$448.00	56%
Homeowner Income	NSF Charges	\$50	\$0.00	\$0.00	\$0.00	\$0.00	0%
Homeowner Income	HOA Fine Income	\$0	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
Homeowner Income Total		\$5,418,500	\$55,807.80	\$1,347,878.99	\$790,034.56	\$2,193,721.35	40%
Architectural Review Income	Architectural Review Income	\$10,000	\$535.00	\$1,100.00	\$685.00	\$2,320.00	23%
Architectural Review Income Total		\$10,000	\$535.00	\$1,100.00	\$685.00	\$2,320.00	23%
Rental Income	Office Rent	\$10,000	\$0.00	\$1,834.11	\$0.00	\$1,834.11	18%
Rental Income	Grill Rent	\$6,300	\$1,050.60	\$0.00	\$1,050.60	\$2,101.20	33%
Rental Income Total		\$16,300	\$1,050.60	\$1,834.11	\$1,050.60	\$3,935.31	24%
Aquatics Income	Pool Programs	\$65,000	\$1,572.00	\$724.50	\$10,127.00	\$12,423.50	19%
Aquatics Income	Pool Programs - Swim Team	\$136,500	\$15,400.00	\$15,070.00	\$15,160.00	\$45,630.00	33%
Aquatics Income	Facility Income	\$41,500	\$730.00	\$1,930.00	\$2,894.00	\$5,554.00	13%
Aquatics Income Total		\$243,000	\$17,702.00	\$17,724.50	\$28,181.00	\$63,607.50	26%
CCCC Income	CCCC Facility Rentals	\$70,000	\$5,888.75	\$6,108.75	\$8,512.50	\$20,510.00	29%
CCCC Income Total		\$70,000	\$5,888.75	\$6,108.75	\$8,512.50	\$20,510.00	29%
Landscape Reimbursements	Stratus Reimb	\$114,450	\$54,500.00	\$0.00	\$0.00	\$54,500.00	48%
Landscape Reimbursements	COA Reimb	\$17,600	\$0.00	\$0.00	\$0.00	\$0.00	0%
Landscape Reimbursements Total		\$132,050	\$54,500.00	\$0.00	\$0.00	\$54,500.00	41%
Credit Card Rewards		\$0	\$500.00	\$500.00	\$0.00	\$1,000.00	#DIV/0!
Miscellaneous	Interest Income	\$75,000	\$4,464.42	\$3,657.00	\$5,919.18	\$14,040.60	19%
Miscellaneous	Sales Tax Discount	\$0	\$1.11	\$0.00	\$0.00	\$1.11	
Miscellaneous Total		\$75,000	\$4,965.53	\$4,157.00	\$5,919.18	\$15,041.71	20%
Cove @ CC Reimbursement	Cove @ Circle C HOA	\$22,000	\$0.00	\$0.00	\$0.00	\$0.00	0%
Rowell Reimbursement	The Rowell HOA	\$135,000	\$0.00	\$0.00	\$0.00	\$0.00	0%
Rimbursement Total		\$157,000	\$0.00	\$0.00	\$0.00	\$0.00	0%
Grand Total		\$6,121,850.00	\$140,449.68	\$1,378,803.35	\$834,382.84	\$2,353,635.87	38%

2025 CCHOA EXPENSE BUDGET

Category	Subcategory	2025 Budget	Jan-25	Feb-25	Mar-25	Totals	%
Commons Area Services	Landscape Maint Contract	\$1,524,159	\$127,213.25	\$127,213.25	\$127,213.25	\$381,639.75	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	\$200,000	\$4,445.79	\$19,301.61	\$28,623.00	\$52,370.40	26%
Commons Area Services	Landscape Water Utilities	\$300,000	\$13,789.99	\$10,564.86	\$9,066.88	\$33,421.73	11%
Commons Area Services	COA Water Utility Complianc	\$12,000	\$3,200.00	\$2,225.00	\$3,900.00	\$9,325.00	78%
Common Area Services	Landscape Electric Utilities	\$36,000	\$3,264.62	\$2,988.09	\$3,205.42	\$9,458.13	26%
Common Area Services	Tree Care	\$100,000	\$0.00	\$0.00	\$42,891.62	\$42,891.62	43%
Common Area Services	Plant Replacement	\$75,000	\$0.00	\$0.00	\$25,000.00	\$25,000.00	33%
Commons Area Services	Fence Repairs & Maint	\$8,000	\$0.00	\$0.00	\$0.00	\$2,679.00	33%
Commons Area Services	Electrical Repairs & Maint	\$12,000	\$0.00	\$0.00	\$0.00	\$0.00	0%

Common Area Services	Neighborhood Maint & Repa	\$27,000	\$1,671.76	\$3,242.23	\$2,679.00	\$4,913.99	18%
Common Area Services	Non Contract Landscape - S	\$30,000	\$458.69	\$0.00	\$0.00	\$458.69	2%
Common Area Services	Permits	\$10,000	\$3,748.00	\$575.00	\$1,066.26	\$5,389.26	54%
Commons Area Services Total		\$2,519,244	\$168,789.48	\$177,107.42	\$254,642.81	\$600,539.71	24%
Aquatics Facilities	Administrative	\$75,500	\$4,108.34	\$2,429.22	\$3,518.14	\$10,055.70	13%
Aquatics Facilities	Supplies - Pool	\$28,000	\$654.00	\$2,280.72	\$3,043.71	\$5,978.43	21%
Aquatics Facilities	Supplies - Chemicals	\$93,000	\$3,842.35	\$4,019.34	\$6,652.54	\$14,514.23	16%
Aquatics Facilities	Supplies & Fees - Swim Team	\$19,000	\$1,891.17	\$616.30	\$1,218.19	\$3,725.66	20%
Aquatics Facilities	Maintenance - Pool	\$136,200	\$2,227.26	\$7,463.15	\$18,257.50	\$27,947.91	21%
Aquatics Facilities	Maintenance - Building	\$92,000	\$3,431.66	\$4,595.63	\$12,851.63	\$20,878.92	23%
Aquatics Facilities	Payroll - Staff	\$1,230,000	\$54,262.73	\$42,448.37	\$62,586.40	\$159,297.50	13%
Aquatics Facilities	Payroll - Programming Staff	\$55,500	\$113.82	\$75.60	\$1,197.85	\$1,387.27	2%
Aquatics Facilities	Payroll - Swim Team	\$155,000	\$16,996.77	\$11,248.47	\$11,187.12	\$39,432.36	25%
Aquatics Facilities	SC-Utilities - Water	\$33,000	\$2,268.12	\$2,039.60	\$2,415.80	\$6,723.52	20%
Aquatics Facilities	Avana _Utilities-Water	\$9,000	\$287.36	\$716.25	\$679.89	\$1,683.50	19%
Aquatics Facilities	GR- Utilities - Water	\$4,500	\$220.79	\$404.97	\$271.54	\$897.30	20%
Aquatics Facilities	SC-Utilities - Electric	\$30,000	\$2,171.80	\$2,619.76	\$2,329.87	\$7,121.43	24%
Aquatics Facilities	Avana - Utilities- Electric	\$12,000	\$955.56	\$727.63	\$253.01	\$1,936.20	16%
Aquatics Facilities	GR -Utilities-Electric	\$7,000	\$438.83	\$484.14	\$523.59	\$1,446.56	21%
Aquatics Facilities	Utilities - Natural Gas	\$45,000	\$3,231.49	\$4,866.75	\$3,554.87	\$11,653.11	26%
Aquatics Facilities	SC-Utilities - Telephone/Inte	\$15,000	\$582.15	\$582.15	\$592.20	\$1,756.50	12%
Aquatics Facilities	Avana - Telephone/Internet	\$5,000	\$210.85	\$235.28	\$128.32	\$574.45	11%
Aquatics Facilities	GR- Telephone/Internet	\$6,000	\$234.00	\$258.44	\$151.48	\$643.92	11%
Aquatic Facilities Total		\$2,050,700	\$98,129.05	\$88,111.77	\$131,413.65	\$317,654.47	15%
Circle C Community Center	Utilities - Water	\$22,000	\$520.57	\$426.69	\$431.43	\$520.57	2%
Circle C Community Center	Utilities - Electric	\$26,000	\$1,649.89	\$1,029.99	\$2,219.97	\$4,899.85	19%
Circle C Community Center	Utilities - Telephone/Interne	\$12,000	\$702.57	\$702.48	\$706.93	\$2,111.98	18%
Circle C Community Ctr	Events Payroll	\$10,000	\$670.07	\$545.07	\$813.52	\$2,028.66	20%
Circle C Community Center	Maintenance - Building	\$60,000	\$4,141.95	\$3,685.79	\$3,386.49	\$11,214.23	19%
Circle C Community Ctr Total		\$130,000	\$7,685.05	\$6,390.02	\$7,558.34	\$21,633.41	17%
Maintenance Operations	Office Supplies	\$800	\$0.00	\$0.00	\$392.58	\$392.58	49%
Maintenance Operations	Employee Education	\$1,800	\$0.00	\$0.00	\$0.00	\$0.00	0%
Maintenance Operations	Uniforms	\$1,200	\$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	\$0.00	\$0.00	\$0.00	\$0.00	0%
Maintenance Operations	Maintenance Payroll	\$235,000	\$25,011.85	\$16,826.96	\$16,826.96	\$58,665.77	25%
Maintenance Operations	Pool Tech	\$76,000	\$6,576.93	\$4,423.08	\$4,666.08	\$15,666.09	21%
Maintenance Operations	Payroll Taxes	\$32,000	\$2,101.92	\$1,345.38	\$1,346.54	\$4,793.84	15%
Maintenance Operations	Computer/Software	\$1,400	\$150.47	\$0.00	\$0.00	\$150.47	11%
Maintenance Operations	Tools/Supplies	\$6,000	\$0.00	\$0.00	\$3,422.21	\$3,422.21	57%
Maintenance Operations	Office Furniture	\$600	\$0.00	\$0.00	\$411.52	\$411.52	69%
Maintenance Operations Total		\$356,300	\$33,841.17	\$22,595.42	\$27,065.89	\$83,502.48	23%
HOA Operations	Office Supplies	\$11,000	\$599.69	\$157.39	\$594.05	\$1,443.28	13%
HOA Operations	Equip & Maintenance	\$21,000	\$208.03	\$151.09	\$771.76	\$1,130.88	5%
HOA Operations	HOA Owned Vehicle Expense	\$8,000	\$2,748.13	\$29.00	\$140.34	\$2,917.47	36%
HOA Operations	Postage	\$28,000	\$193.96	\$2,742.55	\$866.67	\$3,803.18	14%
HOA Operations	Web Operations	\$5,000	\$38.40	\$937.31	\$38.40	\$1,014.11	20%
HOA Operations	Printing	\$7,000	\$4.00	\$2,609.53	\$0.00	\$2,613.53	37%
HOA Operations	HOA Meetings	\$7,000	\$3,088.03	\$449.25	\$314.64	\$3,851.92	55%
HOA Operations	Deed Restrictions	\$20,000	\$1,527.54	\$1,528.08	\$0.00	\$3,055.62	15%
HOA Operations	HOA Special Events	\$45,000	\$3,990.00	\$2,930.00	\$0.00	\$6,920.00	15%
HOA Operations	Professional Fees	\$2,000	\$0.00	\$0.00	\$581.73	\$581.73	29%
HOA Operations Total		\$154,000	\$12,397.78	\$11,534.20	\$3,307.59	\$27,239.57	18%
Financial Management	Management Services	\$115,850	\$9,276.30	\$9,276.30	\$9,276.30	\$27,828.90	24%
Financial Management	Resale Certificate	\$11,250	\$250.00	\$750.00	\$650.00	\$1,650.00	15%
Financial Management	Lien Filing Administrative Fee	\$3,000	\$4,919.00	\$0.00	\$0.00	\$4,919.00	164%
Financial Management	Bank Fees	\$70,000	\$3,536.53	-\$4,143.91	\$14,777.79	\$14,170.41	20%
Financial Management	CPA/Audit	\$10,000	\$0.00	\$60.50	\$0.00	\$60.50	1%

Financial Management Total		\$210,100	\$17,981.83	\$5,942.89	\$24,704.09	\$48,628.81	23%
HOA Management	Management Payroll	\$235,000	\$24,597.91	\$16,638.64	\$16,638.64	\$57,875.19	25%
HOA Management	Management Payroll Taxes	\$25,000	\$2,123.44	\$1,373.91	\$1,396.57	\$4,893.92	20%
HOA Management	Mileage Reimbursement	\$6,000	\$191.80	\$730.10	\$448.00	\$1,369.90	23%
HOA Management	Insurance Stipend	\$60,000	\$4,527.46	\$5,239.99	\$5,239.99	\$15,007.44	25%
HOA Management	Cont Ed & Skills Enhancement	\$2,000	\$0.00	\$0.00	\$0.00	\$0.00	0%
HOA Management Total		\$328,000	\$31,440.61	\$23,982.64	\$23,723.20	\$79,146.45	24%
Architectural Review Expenses: Architectural Review Expenses		\$8,000	\$0.00	\$0.00	\$0.00	\$0.00	0%
Architectural Review Expenses Total		\$8,000	\$0.00	\$0.00	\$0.00	\$0.00	0%
Legal Services	Legal Services	\$20,000	\$0.00	\$495.00	\$3,226.86	\$3,721.86	19%
Legal Services Total		\$20,000	\$0.00	\$495.00	\$3,226.86	\$3,721.86	19%
Taxes	Property	\$18,000	\$248.74	\$0.00	\$0.00	\$248.74	1%
Taxes	Income/Franchise Taxes	\$0	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
Taxes Total		\$18,000	\$248.74	\$0.00	\$0.00	\$248.74	1%
Insurance	General, Property, Boiler & A	\$105,000	\$9,212.63	\$9,212.63	\$9,212.63	\$27,637.89	26%
Insurance	Auto	\$6,000	\$531.09	\$531.09	\$531.09	\$1,593.27	27%
Insurance	D & O Insurance	\$14,000	\$0.00	\$0.00	\$0.00	\$0.00	0%
Insurance	Worker's Comp	\$16,000	\$0.00	\$0.00	\$0.00	\$0.00	0%
Insurance Total		\$141,000	\$9,743.72	\$9,743.72	\$9,743.72	\$29,231.16	21%
Community Enhancement	Donations	\$1,000	\$0.00	\$0.00	\$0.00	\$0.00	0%
Community Enhancement	Association Memberships	\$2,000	\$75.00	\$70.00	\$195.00	\$340.00	17%
Community Enhancement Total		\$3,000	\$75.00	\$70.00	\$195.00	\$340.00	11%
Reserve Transfer		\$183,506	\$0.00	\$0.00	\$0.00	\$0.00	
Grand Total		\$6,121,850	\$380,332	\$345,973	\$485,581	\$1,211,887	20%

Expected Reserve Expenditures and Capital Improvement for 2025

		YTD
Billboard	\$5,000	0
GR-Replaster to Code	\$100,000	0
AC-Funbrella Fabric Replacement	\$6,000	4546.5
GR-Funbrella Fabric Replacement	\$6,000	0
Maintenance Office HVAC Replacement	\$12,000	10651.8
CC Pool Office HVAC Replacement	\$5,200	4790.06
GR Pool Office HVAC Replacement	\$5,800	4851.46
SC - Pool Covers	\$9,000	0
SC - Lounge Chairs	\$8,000	7437.81
CC-Lounge Chairs	\$4,000	4000
AV Lounge Chairs	\$4,000	4000
GR Lounge Chairs	\$3,000	3000
CC-Pool Slide		
Refurbish/Gelcoat	\$30,000	18161.69
CC-Splash Pad Bollard		
Edge Repairs	\$30,000	15077.27
CC-Outside Trim	\$47,000	0
CC_Soffit Sand/Stain	\$35,000	0

SC-Parking Lot		
Repairs/Seal & Stripe	\$15,000	0
CC-Parking Lot		
Repairs/Seal & Stripe	\$14,500	0
CC-Kitchen Countertop		
Replacement	\$12,000	10922.01
CC-Carpet Replacement	\$40,000	14461.66
SC - Slide Removal	\$30,000	0
GR - Crushed Granite Trail	\$35,000	37887.5
Swim Center Landscaping	\$275,000	0
Node Clock Replacement	\$90,000	0
Rock Work	\$25,000	0
Irrigation Upgrades	\$35,000	20000
Bed Upgrades	\$35,000	0
Escarpment Project	\$200,000	\$192,825.00
CCN Improvement	\$200,000	\$45,000.00
Construction Repairs	\$50,000	\$4,263.55
Total	\$1,366,500	\$401,876.31
Total Capital Budget Projects	\$1,366,500.00	\$401,876.31
Grand Total Expenses	\$7,488,350.00	

Circle C Aquatics

March-25

Winter/Spring Operations

Facility Usage	Swim Center		Community Center		Avaña		Greyrock		Total	
	Mar-25	YTD	Mar-25	YTD	Mar-25	YTD	Mar-25	YTD	Mar-25	YTD
Resident Entries	2,878	5,129	0	0	0	0	0	0	2,878	5,129
Unique Residents	1,033	1,122	0	0	0	0	0	0	1,033	1,122
Unique Households	476	516	0	0	0	0	0	0	476	516
Guest Entries	277	557	0	0	0	0	0	0	277	557
Other Entries	613	1,813	0	0	0	0	0	0	613	1,813
Average Hourly Count	14		0		0		0			
Average % of Capacity	6%		0%		0%		0%			
Max Hourly Count	30		0		0		0			
Total Entries	3,768	7,499	0	0	0	0	0	0	3,768	7,499

Incidents	Swim Center		Community Center		Avaña		Greyrock		Total	
	Mar-25	YTD	Mar-25	YTD	Mar-25	YTD	Mar-25	YTD	Mar-25	YTD
Water Rescues	1	1	0	0	0	0	0	0	1	1
First Aid Responses	6	8	0	0	0	0	0	0	6	8
Sudden Illness Treatments	2	3	0	0	0	0	0	0	2	3
Patron/Facility Incidents	8	10	0	0	0	0	0	0	8	10
Biohazard Cleanups	7	9	0	0	0	0	0	0	7	9
Suspensions/Expulsions	3	4	0	0	0	0	0	0	3	4
EMS/911 Callouts	0	0	0	0	0	0	0	0	0	0
Total Incidents	16	21	0	0	0	0	0	0	16	21
Incident per Entry Ratio	0.42%	0.28%							0.42%	0.28%

Revenue	Mar-25	YTD
Aquatics Programs	\$ 10,127.00	\$ 12,423.50
Swim Team	\$ 15,160.00	\$ 45,630.00
Guest Fees	\$ 206.00	\$ 385.00
Area Reservations	\$ -	\$ -
Facility Rentals	\$ -	\$ -
Lane Rentals	\$ 1,689.00	\$ 3,654.00
Other Facility Income	\$ 999.00	\$ 1,515.00
Total Aquatics Revenue	\$ 28,181.00	\$ 63,607.50

Programs	Mar-25
Select Swim Team	95
Masters Swimming	18
Group Swim Lessons	25
Private Swim Lessons	10
Water Aerobics	0
Certification Courses	15
WSI Course	0
Total Participants	0

Reservations & Rentals	Mar-25	YTD
Area Reservations	0	0
Facility Rentals	0	0
Lap Lane Reservations	0	0
Total Reservations	0	0

Aquatics Staffing	Mar-25
Lifeguards/Head Guards	77
Front Desk Staff	11
Instructors/Coaches	4
Total Staff	92

Resident Stats	Individuals	Households	Members / Household
Homeowners	12,865	4,431	2.90
Renters	723	207	3.49
New Memberships	87	45	
Totals	13,588	4,638	2.93

Circle C HOA
Maintenance Report for Board April 2025
Prepared by Robert Bardeleben -Facilities Director

SWIM CENTER COMPOUND/Maintenance Offices

- Routine Cleaning and Maintenance has been completed
- Minor Equipment and Facility Repairs Made
- Working on acquiring information and bids on added splash feature for wade pool
- Air Conditioner for Guard Break Room is in the middle of replacement

COMMUNITY CENTER

- Routine inspections and maintenance have been completed
- Minor Repairs Completed
- Pulled Sewage Lift Station Pump to unclog pump—ordered new gaskets

COMMUNITY CENTER POOL

- Routine cleaning and maintenance have been performed.
- Minor Repairs have been completed on equipment and facility.
- Slide Gel Coat Completed
- Slide Inspection for TDI Completed
- Splash Pad Bollards Installed—needs netting and rope put on
- Make Ready for season has begun

NEIGHBORHOOD

- Minor repairs have been completed as needed
- Minor Graffiti Removal
- Mulch for all playgrounds has been topped off
- Swim Center Playground Shade Canopy Loosened Up—Texas Made Shade Covers is looking at a fix

AVANA AMENITIES CENTER

- Routine Cleaning and Maintenance have been completed
- Minor repairs have been made
- Pool is ready for season

GREY ROCK AMENITIES CENTER

- Routine Cleaning and Maintenance have been completed
- Minor repairs have been made
- Replaster has been completed—pool chemicals are being balanced
- Pool is ready for season

CIRCLE C HOMEOWNERS ASSOCIATION NOMINATING COMMITTEE QUESTIONNAIRE

Candidate Name: Sam Gammage

Address:

Date: 3/29/25

Email address:

Daytime Phone:

Evening Phone:

BIOGRAPHY: Please write a brief biography of yourself below. This biography should include your professional experience and education and other pertinent information which will help to introduce you as a candidate. You need not expound on why you wish to be a director or what you hope to accomplish if elected, as such information should be included in your response to the questions set forth below. Your biography should not exceed the space below. If you do not answer some or all of the questions, the published biography will state “no answer”.

A native Austinite and 5th generation Texan. I was born in Austin and have spent most of my life in this great city. I currently work as a Government Affairs Director and have worked in and around legislative operations for the last 18 years. I have extensive experience working around every level of government from city up to federal and have experience working in the executive branch, judicial branch, as well as the legislative branch.

I received a B.A. in Psychology from Texas State University and a J.D. from St. Mary's School of Law. I am currently licensed as an attorney in the State of Texas.

Outside of work, my wife Lauren and I have a 4 year old son and a 70lb lab. We spend as much time outdoors as possible. You will find us running, biking, and playing all around the neighborhood. I frequently mountain bike and run the expansive trail network around Circle C. We are at the pools and playgrounds nearly every weekend and weekdays after school when we can.

CIRCLE C HOMEOWNERS ASSOCIATION NOMINATING COMMITTEE QUESTIONNAIRE

1. How long have you lived in Circle C Ranch? If not a resident, how long have you owned property in Circle C Ranch?

I have lived in Circle C for almost 6 years.

2. What do you like best about Circle C Ranch?

The best parts about Circle C are the neighbors, the area and the amenities. This is a great neighborhood for families filled with an incredible trail network and parks. Plenty of safe areas for kids to play and ride their bikes. Multiple amazing pools to cool off in. And the best H-E-B in Austin!!

3. Have you participated in CCHOA related activities in the past or been a member of other volunteer-driven organizations? If so, please describe such participation or membership.

I have participated in a number of the CCHOA food truck nights and have listened in to a number of the CCHOA Board Meetings. I recently finished up a 7 year volunteer program with Explore Austin which focuses on getting underprivileged kids into the outdoors.

4. Do you have any special expertise or knowledge that could be useful to the CCHOA?

I think my experience and understanding of government and my legal background will be very useful for the CCHOA Board. An HOA is essentially the most local form of government.

5. How many hours do you have to devote to CCHOA related activities?

5-10 hours per month.

6. Are you familiar with the basic documents governing the CCHOA? Such documents include, but are not limited to the following:

- a. CCHOA Bylaws **Yes**
- b. Declaration of Covenants, Conditions and Restrictions **Yes**
- c. CCHOA Articles of Incorporation **Yes**
- d. CCHOA Settlement Documents and Licensing Agreement **Yes**

7. Briefly describe your approach to problem-solving and how to build consensus among Association members.

There are always multiple perspectives on any policy decision. Listening and working to understand those differing perspectives is very important. Respectful and healthy debate is the most important element to finding consensus. Not everyone will agree on everything but it is important to be able to

8. Do you have any specific goal(s) you hope to accomplish if elected to the CCHOA Board of Directors?

My goal as a CCHOA Board Member would be to make myself as accessible to our neighbors. There is no problem that a conversation over breakfast at Taco Deli can't solve.

9. Have you ever been convicted of a felony or a crime of moral turpitude?

No

CIRCLE C HOMEOWNERS ASSOCIATION NOMINATING COMMITTEE QUESTIONNAIRE

10. Have you ever been a party or otherwise involved in any lawsuit and/or administrative proceeding in which it was alleged that you had committed any of the following acts or omissions?

- A. Fraud **No**
- B. Intentional Misrepresentation or Misconduct **No**
- C. Committing Deceptive Acts or Practices **No**
- D. Breach of Fiduciary Duty **No**
- E. Misuse or Misappropriation of Funds **No**
- F. Professional Negligence **No**

If so, please describe the allegations as well as if and/or how they were ultimately resolved.

N/A

11. Do you have any connection to the following?

- A. Active builders in Circle C **No**
- B. Stratus Development **No**
- C. City of Austin **No**
- D. PEC **No**
- E. Other governmental entity? **Former govt employee**

12. Have you or your employer ever bid for a Circle C contract or do you intend to?

No

CIRCLE C HOMEOWNERS ASSOCIATION NOMINATING COMMITTEE QUESTIONNAIRE

Candidate Name: Chelsea Estes

Address:

Date: 04/02/25

Email address: c

Daytime Phone:

Evening Phone:

BIOGRAPHY: Please write a brief biography of yourself below. This biography should include your professional experience and education and other pertinent information which will help to introduce you as a candidate. You need not expound on why you wish to be a director or what you hope to accomplish if elected, as such information should be included in your response to the questions set forth below. Your biography should not exceed the space below. If you do not answer some or all of the questions, the published biography will state “no answer”.

I have over twenty years of professional property management background. I submitted my resume to the info email. I'm a results driven multi-site property manager with attention to detail and a pro-active self starter. I'm kind, considerate, and a team player. I love living in Circle C because of the schools, roads with bike access, parks, pools, and well maintained side walk access. Please review my resume for additional information.

CIRCLE C HOMEOWNERS ASSOCIATION NOMINATING COMMITTEE QUESTIONNAIRE

1. How long have you lived in Circle C Ranch? If not a resident, how long have you owned property in Circle C Ranch?

Since Nov. 2022

2. What do you like best about Circle C Ranch?

I love living in Circle C because of the schools, roads with bike access, parks, pools, and well maintained side walk access. In addition, easy proximity to downtown.

3. Have you participated in CCHOA related activities in the past or been a member of other volunteer-driven organizations? If so, please describe such participation or membership.

I am currently a public servant for the State of Texas Forensic Science Commission as the commission coordinator. I have not participated but look forward to being more involved in more CCHOA activities.

4. Do you have any special expertise or knowledge that could be useful to the CCHOA?

Yes, over twenty years of managing multi-family apartment communities. The last company UDR a national REIT, I was the senior community director. Overseeing two large communities totaling 650 apartments. One community was 400 homes in the Domain. The other 250 homes near Barton Skyway.

5. How many hours do you have to devote to CCHOA related activities?

Tell me what you need and I will do my best to accommodate.

6. Are you familiar with the basic documents governing the CCHOA? Such documents include, but are not limited to the following:

- a. CCHOA Bylaws **yes**
- b. Declaration of Covenants, Conditions and Restrictions **yes**
- c. CCHOA Articles of Incorporation **yes**
- d. CCHOA Settlement Documents and Licensing Agreement **yes**

7. Briefly describe your approach to problem-solving and how to build consensus among Association members.

Generally, I gather all relevant information and don't make assumptions. Listen to all the parties involved. Analyze the situation and evaluate all the options. Collaborate together as a team. Implement a solution. then take action.

8. Do you have any specific goal(s) you hope to accomplish if elected to the CCHOA Board of Directors?

More stop signs throughout the community. Maintaining yards and driveways.

9. Have you ever been convicted of a felony or a crime of moral turpitude?

None

CIRCLE C HOMEOWNERS ASSOCIATION NOMINATING COMMITTEE QUESTIONNAIRE

10. Have you ever been a party or otherwise involved in any lawsuit and/or administrative proceeding in which it was alleged that you had committed any of the following acts or omissions?

- A. Fraud N/A
- B. Intentional Misrepresentation or Misconduct N/A
- C. Committing Deceptive Acts or Practices N/A
- D. Breach of Fiduciary Duty N/A
- E. Misuse or Misappropriation of Funds N/A
- F. Professional Negligence N/A

If so, please describe the allegations as well as if and/or how they were ultimately resolved.

N/A

11. Do you have any connection to the following?

- A. Active builders in Circle C N/A
- B. Stratus Development N/A
- C. City of Austin N/A
- D. PEC N/A
- E. Other governmental entity? Texas Forensic Science

12. Have you or your employer ever bid for a Circle C contract or do you intend to?

No



SEASONED MANAGER EMPHASIS IN ADMINISTRATIVE SUPPORT

Results-driven multi-site property manager with over twenty years' experience, seeking a position that will utilize my administrative skills in a fast paced environment managing office workloads. Experience in overseeing project management, proven attention to detail, delivering successful outcomes, and collaboration within cross-functional teams.

KEY COMPETENCIES

Managing Comprehensive Calendars	Detail Oriented and Organized	Strong Writing Skills
Expert Customer Service Skills	Planning Events and Meetings	Proactive Self-starter
Resolving Complaints and Escalations	Excellent Communication Skills	Multi Tasker and Critical Thinker

PROFESSIONAL EXPERIENCE

UDR

Senior Community Director

May 2013- June 2024

Multisite manager for national real estate investment trust company, responsible for overseeing all aspects of operation on 400 midrise apartment homes in the Domain over retail while simultaneously managing 250 garden style apartment homes in Central Austin (50% of Austin portfolio). Consistently exceeded revenue generation forecast goals of 14 MIL annually. Hired, developed, and managed twelve team members across two locations. Proposed and initiated capital projects based on highest ROI, managed projects full cycle by hiring vendors, tracking budget, and overseeing entire project. Generated ad-hoc reports from multiple sources in order to analyze data points to increase revenue, decrease turnover, reduce expenses, and retain residents. Oversaw accounts payable process via Ops Technology. Managed associate's timekeeping by approving biweekly pay periods with UKG payroll, verified payrates, approved PTO and submitted payroll reports via UKG software and Kronos payroll systems. Processed expense reports, main point of contact for auditing files and audit support for Smart Housing Program with Travis County. Worked closely with Simon Mall to co-manage shared buildings. Accolades: ULead Program Graduate 2023, Presidents Club 2019 (top 10% of company), Certified Managers Program 2017, Presidents Club 2015.

The Medve Group

Property Manager

September 2010- May 2013

Managed all aspects of operations of 100 unit South Austin community. Hired, trained, and managed four team members. Responsible for traffic and sales generation, increasing occupancy, improving retention, and reducing expenses utilizing ad-hoc reports. Purchased and tracked materials such as cabinets, countertops, flooring, and other interior finish outs to rehab and upgrade homes to consistently improve revenue. Responsible for posting rent, managed rent ledgers via Onsite software, represented company at local and upper level eviction court hearings. Accolades: Occupancy and Delinquency Achievement Awards 2012, Property Manager of the Year Award 2011 (out of 40 property portfolio).

Sunridge Management Group

Assistant Manager

May 2009- September 2010

Property accountant responsible for posting all monies daily and depositing, reconciled cash accounts, maintained resident ledgers, created move out statements, collected delinquent rent and filed evictions. Represent company at local and upper level eviction court hearings. Update Market Surveys. Managed accounts payable.

EDUCATION & CERTIFICATIONS

Texas State University

Psychology

Austin Institute of Real Estate

Real Estate License

Austin Apartment Association

CAM Certification

SYSTEMS EXPERIENCE

- Microsoft Suite (Word, Excel, PowerPoint, Teams)
- Adobe
- Outlook Calendars
- Canva/Social Media Platforms
- Ops Technology Spending Program
- Report Web
- Ulti-Pro/UKG Payroll

CIRCLE C HOMEOWNERS ASSOCIATION NOMINATING COMMITTEE QUESTIONNAIRE

Candidate Name: Kimberly De La Garza

Address:

Date: 3/31/2025

Email address:

Daytime Phone:

Evening Phone:

BIOGRAPHY: Please write a brief biography of yourself below. This biography should include your professional experience and education and other pertinent information which will help to introduce you as a candidate. You need not expound on why you wish to be a director or what you hope to accomplish if elected, as such information should be included in your response to the questions set forth below. Your biography should not exceed the space below. If you do not answer some or all of the questions, the published biography will state “no answer”.

I am a 12 year resident of Circle C Ranch. In 2013, my family leased a home in the central part of Circle C and towards the end of that year, we purchased our current home in Circle C West. I have been married for 20+ years to my husband who is an active community member, volunteering his time in local Cub Scouts and BSA scout troops. We have three school-aged children - being their mother is the best part of my life. My children attend Austin ISD schools in our local community. I graduated from UT Austin in 2000 with a BA in English and afterwards from Dedham School of Law at SMU Dallas in 2003 with a law degree. I am a partner in a local small law firm and I specialize in transactional real estate and lending legal matters. I was a board member on the Circle C HOA Board from 2022 until March 2025. During that time, I learned a lot about our neighborhood and all the steps necessary to keep Circle C Ranch a great neighborhood.

CIRCLE C HOMEOWNERS ASSOCIATION NOMINATING COMMITTEE QUESTIONNAIRE

1. How long have you lived in Circle C Ranch? If not a resident, how long have you owned property in Circle C Ranch?

12 years

2. What do you like best about Circle C Ranch?

The location (South Austin) and friendly neighbors.

3. Have you participated in CCHOA related activities in the past or been a member of other volunteer-driven organizations? If so, please describe such participation or membership.

Yes, I was on the HOA Board from 2022 until March 2025. Prior to 2022, I attended some board meetings. I also volunteer on the PTA of certain local schools. I am a volunteer for Scouting America (f/k/a Boy Scouts of America).

4. Do you have any special expertise or knowledge that could be useful to the CCHOA?

I think my legal background brings some useful knowledge to the CCHOA in matters related to real estate, finance and corporate governance. I think my prior CCHOA board experience is especially helpful in understanding both new, and ongoing, issues for the neighborhood.

5. How many hours do you have to devote to CCHOA related activities?

Attend monthly board meetings; attend special meetings and work sessions; timely review emails and board packets. On average, 5 hours a month, some months additional hours, as needed. 

6. Are you familiar with the basic documents governing the CCHOA? Such documents include, but are not limited to the following:

- a. CCHOA Bylaws Yes
- b. Declaration of Covenants, Conditions and Restrictions Yes
- c. CCHOA Articles of Incorporation Yes
- d. CCHOA Settlement Documents and Licensing Agreement Yes

7. Briefly describe your approach to problem-solving and how to build consensus among Association members.

Ask questions and listen to answers. Keep in mind that all board members have the same goal - to do what is best for the community.

8. Do you have any specific goal(s) you hope to accomplish if elected to the CCHOA Board of Directors?

1. Expand communication between the HOA & residents. 2. Increase resident attendance at HOA meetings. 3. Increase resident confidence in the HOA. 3. Reach a good solution on future landscaping maintenance given that the current contract ends in 2027.

9. Have you ever been convicted of a felony or a crime of moral turpitude?

No.

CIRCLE C HOMEOWNERS ASSOCIATION NOMINATING COMMITTEE QUESTIONNAIRE

10. Have you ever been a party or otherwise involved in any lawsuit and/or administrative proceeding in which it was alleged that you had committed any of the following acts or omissions?

- A. Fraud **No**
- B. Intentional Misrepresentation or Misconduct **No**
- C. Committing Deceptive Acts or Practices **No**
- D. Breach of Fiduciary Duty **No**
- E. Misuse or Misappropriation of Funds **No**
- F. Professional Negligence **No**

If so, please describe the allegations as well as if and/or how they were ultimately resolved.

Not applicable.

11. Do you have any connection to the following?

- A. Active builders in Circle C **No**
- B. Stratus Development **No**
- C. City of Austin **No**
- D. PEC **No**
- E. Other governmental entity? **No**

12. Have you or your employer ever bid for a Circle C contract or do you intend to?

No.

CIRCLE C HOMEOWNERS ASSOCIATION NOMINATING COMMITTEE QUESTIONNAIRE

Candidate Name: Phil Gorman

Address:

Date: 04/23/2025

Email address:

Daytime Phone:

Evening Phone:

BIOGRAPHY: Please write a brief biography of yourself below. This biography should include your professional experience and education and other pertinent information which will help to introduce you as a candidate. You need not expound on why you wish to be a director or what you hope to accomplish if elected, as such information should be included in your response to the questions set forth below. Your biography should not exceed the space below. If you do not answer some or all of the questions, the published biography will state “no answer”.

From managing multimillion-dollar cloud budgets to overseeing commercial construction projects, Phil is ready to bring his unique blend of experiences to the Circle C HOA. A graduate of Purdue University with a degree in Management, Phil currently works as a Cloud FinOps Consultant, helping large enterprises optimize their cloud spending through data analytics, budgeting, and cross-functional collaboration. Earlier in his career, he worked in the construction industry, managing the build-out of restaurants and other commercial properties — an experience that gave him valuable insight into infrastructure, budgeting, and long-term planning. Phil has led teams of up to 20 people and previously served as a volunteer firefighter, where he developed a deep respect for teamwork and public service.

Phil has lived in Austin for over a decade. He and his wife Sharon moved to Circle C one year ago, where they had their first son William shortly thereafter. They were drawn to the neighborhood's quiet charm, proximity to nature, and strong sense of community. Phil is an avid language learner — at home, his family speaks English, Spanish, and Hebrew, and he has also studied German and Portuguese. He believes that strong communities are built on open communication, mutual respect, and a willingness to pitch in where it counts. Whether through a casual sidewalk conversation or formal service on the HOA board, Phil is committed to contributing to the neighborhood that he and his family now call home.

CIRCLE C HOMEOWNERS ASSOCIATION NOMINATING COMMITTEE QUESTIONNAIRE

1. How long have you lived in Circle C Ranch? If not a resident, how long have you owned property in Circle C Ranch?

My wife and I have lived here for a little more than a year.

2. What do you like best about Circle C Ranch?

I love that the neighborhood has so many mature trees everywhere. It feels extraordinarily natural compared to all the new developments around the city. Extensive greenery and home design variety make it my favorite place in the city.

3. Have you participated in CCHOA related activities in the past or been a member of other volunteer-driven organizations? If so, please describe such participation or membership.

I have not participated in the HOA before. I was a volunteer firefighter for my hometown in Indiana 15 years ago.

4. Do you have any special expertise or knowledge that could be useful to the CCHOA?

Data analytics, data visualization, construction management and project management

5. How many hours do you have to devote to CCHOA related activities?

8-10 hours per month

6. Are you familiar with the basic documents governing the CCHOA? Such documents include, but are not limited to the following:

a. CCHOA Bylaws **yes**

b. Declaration of Covenants, Conditions and Restrictions **yes**

c. CCHOA Articles of Incorporation **yes**

d. CCHOA Settlement Documents and Licensing Agreement **no**

7. Briefly describe your approach to problem-solving and how to build consensus among Association members.

Listening and understanding are critical. Not everyone is going to agree, and everyone will have to compromise on something. Be transparent, be communicative, look for areas of common ground. Always operate with integrity and consistent principles. Be resolute and stand behind your decisions.

8. Do you have any specific goal(s) you hope to accomplish if elected to the CCHOA Board of Directors?

Keep the neighborhood beautiful and safe while maintaining a budget surplus

9. Have you ever been convicted of a felony or a crime of moral turpitude?

No

CIRCLE C HOMEOWNERS ASSOCIATION NOMINATING COMMITTEE QUESTIONNAIRE

10. Have you ever been a party or otherwise involved in any lawsuit and/or administrative proceeding in which it was alleged that you had committed any of the following acts or omissions?

- A. Fraud **no**
- B. Intentional Misrepresentation or Misconduct **no**
- C. Committing Deceptive Acts or Practices **no**
- D. Breach of Fiduciary Duty **no**
- E. Misuse or Misappropriation of Funds **no**
- F. Professional Negligence **no**

If so, please describe the allegations as well as if and/or how they were ultimately resolved.

N/A

11. Do you have any connection to the following?

- A. Active builders in Circle C **no**
- B. Stratus Development **no**
- C. City of Austin **no**
- D. PEC **no**
- E. Other governmental entity? **no**

12. Have you or your employer ever bid for a Circle C contract or do you intend to?

no