CCHOA Board Meeting Agenda
30 April 2014, 6:00pm
Circle C Community Center

I. Roll Call

II. Acceptance of Agenda

III. Acceptance of March 26, 2014 board meeting minutes *Natalie McClure*

IV. Homeowner Forum *(3 min each)*

   a. Melinda McKenna
   b. Claudia Corum

V. Management Reports
   a. General Report, *Karen Hibpshman*
      1. March YTD Financials
   b. Landscape Report, *Susan Hoover*
   c. Aquatics Report, *Brody McKinley*
   d. Maintenance Report, *Robert Bardeleben*

VI. Discussion Items
   a. Non-Profit
   b. Bollard lights
   c. Phase II
   d. Café

VII. Action Items
   a. Signage
   b. CCCC Telephone/Internet
   c. OHAN Representative

VIII. Adjourn Public Meeting

IX. Executive Session
   a. Aquatics
   b. CCN Barstow Extension
   c. Legal Update

Attachments

1. March 2014 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 26, 2014

1. The CCHOA Board of Directors convened on March 26, 2014 at the Circle C Community Center. CCHOA President, Chris Poynor called the meeting to order at 6:01p.m. In attendance were board members Chris Poynor, Kim Ackermann, Natalie Placer McClure, Michael Chu, Jason Bram, Dan Vavasour and Bob McKenna. CCHOA manager Karen Hibpshman. Brody McKinley, Aquatics Manager was in attendance. Robert Bardeleben, Facilities Coordinator was in attendance. Susan Hoover, Landscape Manager was in attendance.

2. Chris asked if there were any changes to the agenda. With no changes to the agenda, Jason motioned to accept the agenda. Kim seconded the motion. All were in favor and the motion passed.

3. Chris presented the February 26, 2014 board meeting minutes. With no changes to the minutes, Michael motioned to accept the minutes. Chris seconded the motion. All were in favor and the motion passed.

4. Chris introduced the Homeowner Forum. There were 4 homeowners present. Kelly Spahn, Lisa Williams, Jessica St. Louis and Shannon Basore. They requested the board look at extending the pool hours, the possibility of additional payscapes which include Phase II and why the rules on "Non-Profit" using the Community Center were changed.

   Karen presented the management report and the YTD Financials.

5. Susan presented the landscaper report.

6. Brody presented the aquatics report.

7. Robert presented the maintenance report.

8. The first discussion item was the 2014 pool hours. Brody provided a proposal for the Long Course Fridays and a proposal for opening the Community Center pool early during the summer hours. Additional information is needed before a decision can be made.

9. The second discussion item was the bollard lights. Robert updated the board on the bollard lights and that repairs would start once the rest of the replacement parts were received.

10. The first action item was board officer appointments. Michael motioned to keep Chris Poynor as President, Kim Ackermann as Vice President, Natalie Place-McClure as Secretary, Dan Vavasour as Treasurer and Jason Bram, Bob McKenna and himself as Directors. Chris seconded the motion. All were in favor and the motion passed.

11. The second action item was OHAN Representative position. The board tabled this item. Karen will reach out to the other owners that ran for the board to see if there is an

interest. For now, Karen will continue to attend the OHAN members and bring the information back to the board.

12. Jason made a motion to adjourn the public meeting at 7:52pm. Natalie seconded the motion. All were in favor and motion passed.

13. The Board went into executive session at 7:52pm to discuss Avana's Common Area Lots, Legal Update and Circle C North Barstow Extension. No votes or action were taken. The Board adjourned executive session at 8:18 pm.

Karen Hibpshman

From: austinreps.bmckenna@gmail.com on behalf of Bob McKenna [bob@austinreps.com]
Sent: Monday, April 14, 2014 6:51 PM
To: directors@circlecranch.info; Karen Hibpshman
Subject: Fwd: Updating the newsletter
Attachments: Spotlight.jpg; Schools.jpg; Articles.jpg

Good evening.
I've received an email request from my wife to speak at a BOD meeting regarding the content / direction of the newsletter
do we have sufficient time Karen on the agenda to let Melinda present or do we need to push it to next month?

---------- Forwarded message ----------
From: **Melinda McKenna** <melinda@austinreps.com>
Date: Mon, Apr 14, 2014 at 6:05 PM
Subject: Updating the newsletter
To: bob@austinreps.com

Dear Board of Directors for Circle C Ranch,

I would love to come speak with you about our newsletter published by Peel,Inc. I brought them to our community over 10 years ago saving our community at that time over $45,000 a year. Of course you are aware it is run as a partnership with our community to get information out without us costing anything.

With everything in life I feel the newsletter is stale and I am proposing that we change the direction of the publication. After speaking with many homeowners I was surprised to hear many of them not even know there was a newsletter. I feel the publication should be driven by the community news and of course we want HOA information in there but with that being said, I would like to work with Kelly and the HOA about redesigning it.

With that being said, please find some sample ideas on what would be awesome to see!

Spotlight Our Amazing Neighbhors

Our Founding Story

Heal in Comfort recovery shirts are the result of Cherie Mathews' personal need for this product based upon her own painful and unacceptable post-operative experience.

After launching the Heal in Comfort business, Mathews facilitated the creation of our non-profit to ensure all those who needed these shirts could have them, regardless of ability to pay. She now serves as an advisor to the board of directors.

Founded in the spring of 2011, healincomfort4achange.org, inc is passionate about helping people heal in comfort!

Cheri Matthews
Woman with breast cancer got mad when asked to get her husbands shirt to come home in.

Created a shirt that is given to women for FREE in the Austin area.

Ryan Garcia
National Specker for Social Media Law

Peter Bay - Conductor for Austin Synphony

Hank Card
Lounge Lizards

Sam Irwin

Sarah S. Jordan, MS
Creator & Director
Miles of Smiles Photography
has agreed to photo the neighbors for FREE and we will find someone to write the articles.

Exciting School News

Bowie HS senior paints billboard
www.kvue.com

March is Youth Art Month in AISD. Bowie High School has claimed the "best art" title for three years, and two students have accounted for those top finishes. In fact, this year's winner won two of the last three years.

Congratulations to the BOWIE HIGH SCHOOL COLOR GUARDS TAKING 2 STATE TITLES! Varsity and JV placed 1st in their divisions. The Varsity at World championships are next week!

The entire Kiker Beautification Committee would like to extend a big 'thank you' to all the volunteers (40!) who came out to help with our Spring event this morning. In addition to all the Kiker students, parents and teachers, we also had quite a few Bowie, Gorzycki and Ann Richards students and parents. What a great experience to have the community pull together to help make Kiker, and Circle C a more beautiful place for our kids. Thank you!

Kiker Entry - Before & After

Jeanie Tuttle Fund on Fundly
fundly.com

Late in 2012, Jean was diagnosed with ALS (Lou Gehrig's Disease). She applied to be in a stem cell study at the Mayo Clinic and was accepted.

Kiker Update:
Dr. Schneider has been informed that she is a finalist for 2014 Principal of the Year:

Congratulations to the 2014 Principal of the Year Finalists!
Lori Schneider!
Blaine Helwig! ... See More

Schedules of:

Bowie Football, Baseball &Basketball

Plays @ Bowie & Gorzyscki

Fundraiser List ~ Including the schools but also clubs

Writers Living In Circle C Ranch willin to write

CASA CULLEN

Parenting: Free Rainy Day Activities for Toddlers

Morgan Cullen

CasaCullen
(Creator/Writer - Home Decor, DIY and Cooking Website and Community)
Find CasaCullen on Facebook and Twitter

RunwayDaily
(Creator/Writer - Fashion/Beauty Website and Community)Find RunwayDaily on Facebook and Twitter

GentDaily
(Creator/Writer - All Things For the Modern Gentlemen)
Find GentDaily on Facebook and Twitter

Elizabeth Ball

She was selected to write for Amerian Airlines

MANAGING YOU MATTERS

Claudia Corum
9101 Heiden Lane
Austin, TX 78749
April 24, 2014

To: Karen Hibpshman and the Circle C Ranch HOA Board

I have lived in Circle C North for almost ten years. I recently learned that the position of Representative from Circle C to the Oak Hill Association of Neighborhoods (OHAN) group is empty. I understand that Ms. Hibpshman has been covering meetings until a new representative is named.

I would like to put forth my name as a candidate for this position. I have attended OHAN meetings, very infrequently at times, since 2006, mostly when they were discussing issues of concern to me. I was recently very involved with the group during the redistricting process for the new 10-1 City Council Districts.

I am active in the community and am familiar with most of the issues that come before OHAN. Until recently I worked at the Y and I continue to work at Bowie High School.

The OHAN group has expanded their membership to include many neighborhoods, some quite far from Oak Hill. Circle C Ranch remains the largest and most dynamic of all the OHAN communities. It's important that there be an open line of communication between what OHAN does, and votes on. and the residents of Circle C. That communication is best achieved from open and consistent contact between the Representative and the CCHOA Board.

I would be happy to address any questions as to my qualifications or background. I can be present at the April 30th meeting next week but as I told Ms. Hibpshman, I do have another engagement at the same time so I would request that my time before the Board be at the very beginning of the meeting. I am also available to anyone by phone and am best contacted by email (details below).

I think this is an exciting time for Southwest Austin as we are, as I said, a rapidly growing and dynamic area and by its size alone, Circle C is the leading community in this area. Our voice needs to be heard.

Thank you for considering me!

Claudia Corum

Circle C Homeowners Association
Manager's Report
March 22, 2014 – April 25, 2014

Violation Report (March 22, 2014 through April 25, 2014)

281 Total New Violations

- 127 (45%) Front Yard Maintenance
- 61 (22%) Repair of Exterior Damages
- 38 (14%) Rubbish & Debris
- 14 (5%) Maintenance
- 13 (5%) Exterior Lighting
- 7 (2%) Driveway
- 6 (2%) Architectural
- 5 (2%) Vehicle Storage
- 5 (2%) Offensive Activities
- 4 (1%) Recreational Equipment
- 1 (0%) Window Coverings

168 (60%) stage 1/cooperative letters
60 (21%) stage 2/deed restriction letters
53 (19%) stage 3

417 Violation Updates/Creates

- 165 violations closed
- 157 new violations
- 91 violations escalated
- 4 violation reopened

Administration

We mailed 41 new homeowner packets from March 15th – April 18th.

Financial

Signed AP checks, April 17th with Terri Giles.

Upcoming Special Events

May 9th – Food Trailer Night
June 13th – Food Trailer Night
June 14th – Movie Night at the Swim Center

Project Updates

CCN Barstow Extension: TAI was been completed by HDR Engineer's. Steve Drenner has been working with the engineer to word the report correctly. Per the report, failure to build the Barstow would not have a negative impact on the existing conditions. Steve Drenner's cost to date is $3,067.50. 2nd meeting with the City held on March 5th and also met with Sheryl Cole, Mayor Pro Tem on March 18th. Steve Drenner met with Greg Guernsey with the City of Austin on March 28th. Chris and Karen had a conference call with Steve Drenner on April 18th.

CCHOA is working on a revised overall map. We plan to put an oversized copy in front of Ashley's desk, post it on the website and have smaller copies available for daily use. First layout complete. Corrected locating of different sections along with updating the common area, park land and City owned property. TxDot provided an aerial map of CCHOA that will be placed next to the oversized map.

Capital Projects

2014 Capital Budget Projects include:

Swim Center : Shade Structures	Complete
Swim Center: Furniture	Not Started
Swim Center: Pool Covers	Started
Swim Center – Pool re-plaster	Complete
CC Billboard sign	Not Started
Landscaping – Irrigation Infrastructure	Continuing Project
Landscaping – Bed Upgrades 1. 6 Postal Centers 2. MoPac/Slaughter Entry	Started
Landscaping – Tree work	Not Started
Landscaping – Rock Work	Started

Current or Future Projects

- ❑ CCHOA website – update design/layout
- ❑ Escarpment Lighting
- ❑ Signage

2014 CCHOA INCOME BUDGET

Category	Subcategory	2014 Budget	Jan-14	Feb-14	Mar-14	Totals	%
Homeowner Income	Homeowner Dues	$2,550,000	$56,780.45	$813,929.79	$302,305.30	$1,173,015.54	46%
Homeowner Income	Resale Certificates	$55,000	$2,975.00	$3,543.82	$3,500.00	$10,018.82	18%
Homeowner Income	Transfer Fees Income	$70,000	$5,425.00	$15,925.00	$4,200.00	$25,550.00	37%
Homeowner Income	Late Fees Collected	$12,000	$1,953.01	$3,305.56	$1,899.07	$7,157.64	60%
Homeowner Income	Lien Admin Fees Income	$1,000	$360.01	$414.54	$122.76	$897.31	90%
Homeowner Income	Filing Fee Income	$800	$454.25	$582.64	$308.62	$1,345.51	168%
Homeowner Income	NSF Charges	$200	$25.00	$25.00	$25.00	$75.00	38%
Homeowner Income	Collection Fee Income	$0	$300.00	$1,000.00	$300.00	$1,600.00	
Homeowner Income Total		**$2,689,000**	**$68,272.72**	**$838,726.35**	**$312,660.75**	**$1,219,659.82**	45%
Architectural Review Income	Architectural Review Income	$35,000	$11,180.00	$6,970.00	$8,010.00	$26,160.00	75%
Architectural Review Income Total		**$35,000**	**$11,180.00**	**$6,970.00**	**$8,010.00**	**$26,160.00**	75%
Rental Income	Office Rent	$8,000	$2,094.50	$0.00	$0.00	$2,094.50	26%
Rental Income	Grill Rent	$8,400	$700.00	$700.00	$700.00	$2,100.00	25%
Rental Income Total		**$16,400**	**$2,794.50**	**$700.00**	**$700.00**	**$4,194.50**	26%
Aquatics Income	Pool Programs	$66,500	$3,114.59	$75.00	$1,259.00	$4,448.59	7%
Aquatics Income	Pool Programs - Swim Team	$175,000	$12,017.18	$7,496.75	$7,016.75	$26,530.68	15%
Aquatics Income	Facility Income	$25,000	$5,269.99	$234.38	$435.09	$5,939.46	24%
Aquatics Income Total		**$266,500**	**$20,401.76**	**$7,806.13**	**$8,710.84**	**$36,918.73**	14%
CCCC Income	CCCC Facility rentals	$20,000	$6,899.39	$2,060.00	$2,916.25	$11,875.64	59%
CCCC Income Total		**$20,000**	**$6,899.39**	**$2,060.00**	**$2,916.25**	**$11,875.64**	59%
Landscape Reimbursements	Stratus Reimb	$97,000	$0.00	$0.00	$0.00	$0.00	0%
Landscape Reimbursements	COA Reimb	$17,600	$0.00	$0.00	$0.00	$0.00	0%
Landscape Reimbursements Total		**$114,600**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	0%
Miscellaneous	Interest Income	$5,000	$66.65	$424.12	$103.42	$594.19	12%
Miscellaneous	Sales Tax Discount	$0	$0.43	$0.00	$0.00	$0.43	
Miscellaneous Total		**$5,000**	**$67.08**	**$424.12**	**$103.42**	**$594.62**	12%
Grand Total		**$3,146,500.00**	**$109,615.45**	**$856,686.60**	**$333,101.26**	**$1,299,403.31**	41%

2014 CCHOA EXPENSE BUDGET

Category	Subcategory	2014Budget	Jan-13	Feb-14	Mar-14	Totals	%
Commons Area Services	Landscape Maint Contract	$840,516	$70,043.00	$70,043.00	$70,043.00	$210,129.00	25%
Commons Area Services	2013 Land Additions	$18,000	$0.00	$0.00	$0.00	$0.00	0%
Commons Area Services	Landscape Repairs	$53,000	$1,005.43	$2,809.00	$3,766.00	$7,580.43	14%
Commons Area Services	Landscape Water Utilities	$205,000	$9,541.64	$3,755.78	$3,301.18	$16,598.60	8%
Commons Area Services	Landscape Electric Utilities	$36,000	$3,577.31	$2,358.94	$2,222.24	$8,158.49	23%
Common Area Services	Tree Pruning	$15,000	$0.00	$0.00	$0.00	$0.00	0%
Commons Area Services	Fence Repairs & Maint	$5,000	$0.00	$0.00	$0.00	$0.00	0%
Commons Area Services	Electrical Repairs & Maint	$12,000	$1,252.55	$985.39	$176.69	$2,414.63	20%
Common Area Services	Nieghborhood Maint & Repair	$15,000	$26.59	$594.46	$164.96	$786.01	5%
Commons Area Services Total		**$1,199,516**	**$85,446.52**	**$80,546.57**	**$79,674.07**	**$245,667.16**	20%
Aquatics Facilities	Administrative	$31,500	$126.81	$1,539.93	$2,084.71	$3,751.45	12%
Aquatics Facilities	Supplies - Pool	$3,000	$0.00	$0.00	$8.61	$8.61	0%
Aquatics Facilities	Supplies - Chemicals	$35,500	$822.94	$211.09	$3,893.05	$4,927.08	14%

Aquatics Facilities	Supplies & Fees - Programming	$4,500	$0.00	$0.00	$349.48	$349.48	8%
Aquatics Facilities	Supplies & Fees - Swim Team	$44,000	$994.91	$2,311.32	$1,007.73	$4,313.96	10%
Aquatics Facilities	Maintenance - Pool	$34,200	$1,129.24	$5,013.23	$4,012.53	$10,155.00	30%
Aquatics Facilities	Maintenance - Building	$36,500	$3,055.15	$4,265.34	$1,449.14	$8,769.63	24%
Aquatics Facilities	Maintenance - Contract Landscape	$23,642	$1,970.15	$1,970.15	$1,970.15	$5,910.45	25%
Aquatics Facilities	Maintenance - Non-Contract Landscape	$4,000	$0.00	$871.42	$595.38	$1,466.80	37%
Aquatics Facilities	Payroll - Staff	$489,500	$21,897.88	$11,176.42	$21,773.38	$54,847.68	11%
Aquatics Facilities	Payroll - Programming Staff	$37,000	$0.00	$20.98	$457.44	$478.42	1%
Aquatics Facilities	Payroll - Swim Team	$78,000	$6,372.79	$6,148.89	$5,478.56	$18,000.24	23%
Aquatics Facilities	Utilities - Water	$23,000	$896.22	$923.54	$3,969.40	$5,789.16	25%
Aquatics Facilities	Utilities - Electric	$38,000	$1,472.61	$1,032.77	$1,293.89	$3,799.27	10%
Aquatics Facilities	Utilities - Natural Gas	$30,000	$3,286.76	$203.18	$239.46	$3,729.40	12%
Aquatics Facilities	Utilities - Telephone/Ineternet	$3,500	$315.70	$548.43	$174.16	$1,038.29	30%
Aquatic Facilities Total		**$915,842**	**$42,341.16**	**$36,236.69**	**$48,757.07**	**$127,334.92**	14%
Circle C Community Center	Utilities - Water	$8,000	$54.77	$556.98	$320.44	$932.19	12%
Circle C Community Center	Utilities - Electric	$23,000	$1,645.58	$1,830.89	$2,105.87	$5,582.34	24%
Circle C Community Center	Utilities - Telephone/Internet	$9,500	$1,442.39	$0.00	$722.56	$2,164.95	23%
Circle C Community Ctr	Events Payroll	$7,000	$179.88	$0.00	$0.00	$179.88	3%
Circle C Community Center	Furniture	$1,500	$575.63	$2,652.03	-$4,000.00	-$772.34	-51%
Circle C Community Center	Maintenance - Building	$23,500	$3,085.70	$2,724.87	$1,329.34	$7,139.91	30%
Circle C Community Center	Maintenance - Contract Landscape	$23,642	$1,970.15	$1,970.15	$1,970.15	$5,910.45	25%
Circle C Community Center	Maint - Non-Contract Landscape	$5,000	$0.00	$0.00	$0.00	$0.00	0%
Circle C Community Ctr Total		**$101,142**	**$8,954.10**	**$9,734.92**	**$2,448.36**	**$21,137.38**	21%
HOA Operations	Office Supplies	$7,000	$363.14	$213.40	$263.67	$840.21	12%
HOA Operations	Equip & Maintenance	$10,000	$1,059.90	$1,513.31	$117.90	$2,691.11	27%
HOA Operations	Maintenance Payroll	$79,000	$6,783.30	$5,800.60	$5,800.60	$18,384.50	23%
HOA Operations	Maintenance Payroll Taxes	$8,300	$112.27	$670.35	$499.00	$1,281.62	15%
HOA Operations	Postage	$12,000	$3,197.51	$218.13	$275.39	$3,691.03	31%
HOA Operations	Web Operations	$3,500	$0.00	$645.00	$0.00	$645.00	18%
HOA Operations	Printing	$3,000	$184.03	$0.00	$0.00	$184.03	6%
HOA Operations	HOA Meetings	$1,500	$193.23	$319.84	$43.75	$556.82	37%
HOA Operations	Deed Restrictions	$3,000	$736.95	$0.00	$0.00	$736.95	25%
HOA Operations	HOA Special Events	$35,000	$70.77	$1,803.53	$0.00	$1,874.30	5%
HOA Operations	Misc. Operational Expense	$500	$310.43	$0.00	$110.00	$420.43	84%
HOA Operations Total		**$162,800**	**$13,011.53**	**$11,184.16**	**$7,110.31**	**$31,306.00**	19%
Financial Management	Management Services	$85,000	$7,132.50	$7,484.93	$7,482.15	$22,099.58	26%
Financial Management	Resale Certificate	$8,000	$250.00	$575.00	$450.00	$1,275.00	16%
Financial Management	Lien Filing Administrative Fees	$3,400	$208.00	$312.00	$338.00	$858.00	25%
Financial Management	Bank Fees	$9,700	$2,314.84	$1,262.12	$1,564.40	$5,141.36	53%
Financial Management	CPA/Audit	$6,500	$0.00	$0.00	$0.00	$0.00	0%
Financial Management Total		**$112,600**	**$9,905.34**	**$9,634.05**	**$9,834.55**	**$29,373.94**	26%
HOA Management	Management Services	$160,000	$17,056.85	$12,196.56	$12,121.34	$41,374.75	26%
HOA Management	Management Payroll Taxes	$15,000	$0.00	$1,439.09	$1,065.08	$2,504.17	17%
HOA Management	Mileage Reimbursement	$6,000	$652.13	$344.66	$438.50	$1,435.29	24%
HOA Management	Insurance Stipend	$16,500	$2,400.00	$2,400.00	$2,400.00	$7,200.00	44%
HOA Management	Cont Ed & Skills Enhancement	$3,000	$0.00	$0.00	$0.00	$0.00	0%
HOA Management Total		**$200,500**	**$20,108.98**	**$16,380.31**	**$16,024.92**	**$52,514.21**	26%
Architectural Review Expenses	Architectural Review Expenses	$15,000	$4,378.25	$2,856.25	$3,288.75	$10,523.25	70%
Architectural Review Expenses Total		**$15,000**	**$4,378.25**	**$2,856.25**	**$3,288.75**	**$10,523.25**	70%
Legal Services	Legal Services	$37,000	$495.00	$9,405.16	$3,614.50	$13,514.66	37%
Legal Services Total		**$37,000**	**$495.00**	**$9,405.16**	**$3,614.50**	**$13,514.66**	37%

Taxes	Property	$20,000	$9,828.69	$0.00	$0.00	$9,828.69	49%
Taxes	Other	$17,200	$0.00	$0.00	$0.00	$0.00	0%
Taxes Total		**$37,200**	**$9,828.69**	**$0.00**	**$0.00**	**$9,828.69**	26%
Insurance	General, Property, Boiler & Auto, Umbrella	$62,000	$4,789.66	$4,789.66	$4,789.66	$14,368.98	23%
Insurance	D & O Insurance	$10,000	$0.00	$0.00	$0.00	$0.00	0%
Insurance	Worker's Comp	$16,500	$0.00	$0.00	$0.00	$0.00	0%
Insurance Total		**$88,500**	**$4,789.66**	**$4,789.66**	**$4,789.66**	**$14,368.98**	16%
Community Enhancement	Donations	$1,000	$0.00	$0.00	$0.00	$0.00	0%
Community Enhancement	Association Memberships	$2,000	$124.00	$0.00	$0.00	$124.00	6%
Community Enhancement Total		**$3,000**	**$124.00**	**$0.00**	**$0.00**	**$124.00**	4%
CCCC Debt Loan Service Total	CCCC Debt Interest Payments	$162,744	$13,562.56	$13,562.56	$13,562.56	$40,687.68	25%
CCCC Debt Loan Service Total		**$162,744**	**$13,562.56**	**$13,562.56**	**$13,562.56**	**$40,687.68**	25%
Grand Total		**$3,035,844**	**$212,946**	**$194,330**	**$189,105**	**$596,381**	

2014 Capital Budget Projects		YTD
Shade Structures	$5,500	$0.00
Lounge Chairs	$4,500	$4,507.00
Pool Covers	$9,000	$676.56
Awning	$3,000	$3,337.35
Pool Renovation	$0	$256,776.95
CC Billboard Sign	$5,000	$0.00
Irrigation Infrastructure	$25,000	$0.00
Bed Upgrades	$16,000	$0.00
Tree Planting	$10,000	$0.00
Rock Work	$3,000	$0.00
Total	**$81,000**	**$265,297.86**

Total Capital Budget Projects	**$81,000.00**	**$265,297.86**
Grand Total Expenses	**$3,116,844.00**	
	$29,656.00	

Circle C Landscape
Board Report
April, 2014

1. **Weather**. Very crazy typical Texas weather. Fair and sunny most of the month, interrupted by hail and cold in the middle. About 1 inch of rain, which was enough to keep the irrigation controllers off for yet another month.

2. **Maintenance.** We are in full swing for all mowing, blowing and weedeating. Ant bait has been applied in parks and at swim centers, around all electrical and landscape lighting. Bed weeding, vine trimming and shrub trimming have occurred in all locations. We are systematically weeding, fertilizing and mulching the beds throughout.

Maintenance Service	**Area**	**Number of times completed**	**Notes**
Mowing, Blowing, Weedeating	All areas	5	Oak pollen and leaves
Fertilization	Bed areas, Circle C West	1	
Mulch	Swim Center, entry median tips all areas, Circle C West	1	
Trimming	Shrub Trimming, Vine Trimming, Park West, LaCrosse, Swim Center, CCCC	ongoing	
Ant Bait Treatment	Parks, Swim Centers, Electrical, Landscape Lighting	1	

3. **Outlying Areas**. All postal centers and specific outlying lots have been weedeated and trimmed. Karst features, drainage areas and other natural areas will be weedeated after wildflower season.

4. **Irrigation.** We have completed all of our major irrigation checks that go one prior to turning the entire system on. Numerous but routine repairs in terms of pipe leaks, bad heads, leaking heads, and bad valves have been made. We are moving on to irrigation controller replacement in several areas.

5. **Water report**. We continue to have the irrigation controllers off. There has been very little rain over the Hill Country where we need it over the winter and early Spring. Lakes Travis and Buchanan currently have a total combined storage of 37% capacity; this time last year we were at 40%. The recent Austin rains have helped maintain the landscape without supplemental water.

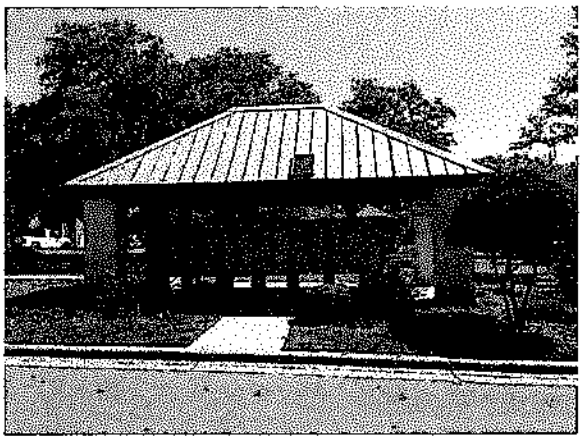
6. **Damages.** We continue to fluff out and repair tire ruts throughout Circle C. In the Avana area with the lay down curbs this happens more often. Monday mornings are damage assessment days.

7. Improvements.

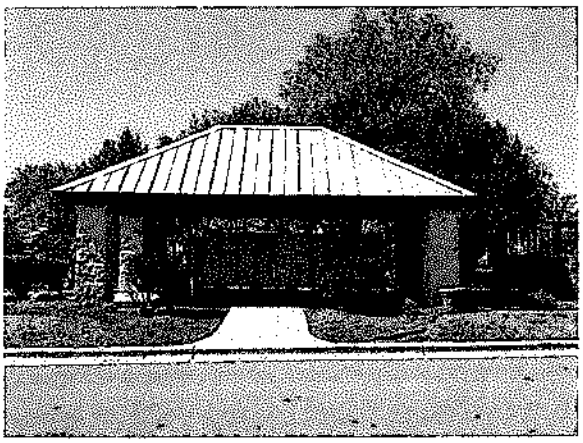
Capital Improvements	Area	Improvement	Date Completed
Irrigation Infrastructure	Slaughter Lane Median At Vinemont, east side	Convert spray irrigation to drip	4/22/2014
	Park Place Post Office	Convert spray irrigation to drip	4/15/2014
	Wildflower Park North Post Office	Convert spray irrigation to drip	4/15/2014
	Wildflower Park South Post Office	Convert spray irrigation to drip	4/15/2014
	Eclipse Post Office	Convert spray irrigation to drip	4/15/2014
Bed Upgrades	Park Place Post Office	Redesign, supplement soils, replant	4/20/2014
	Wildflower Park Post Office-North	Redesign, supplement soils, replant	4/20/2014
	Wildflower Park Post Office-South	Redesign, supplement soils, replant	4/21/2014
	Eclipse Post Office	Redesign, supplement soils, replant	4/21/2014
Maintenance Improvements	Vinemont at Slaughter, median tip on Slaughter, east	Replace previous Bradford Pears with updated vegetation	4/22/2104

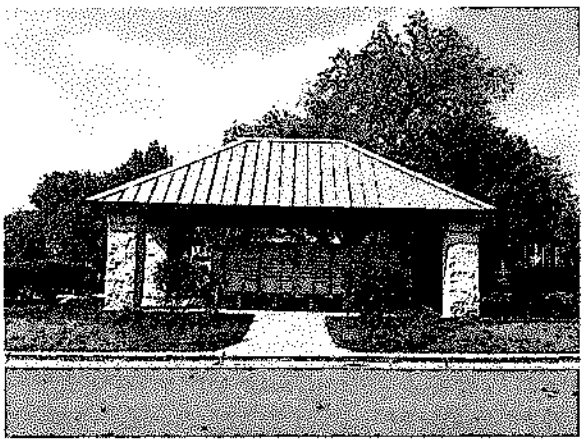
8. Before and After Pictures

Park Place Post Office



Wildflower Park Post Office 1



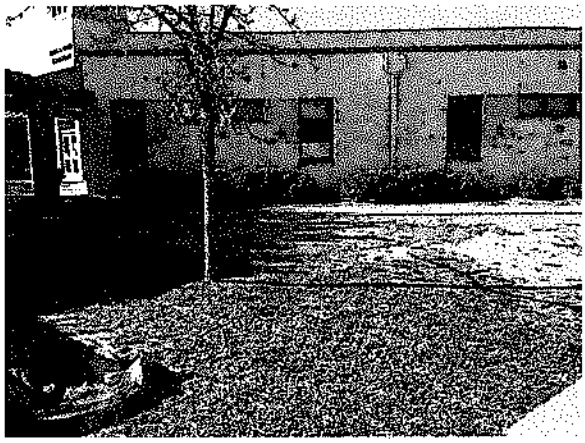


Wildflower Park Post Office 2

Eclipse Post Office

Median at Slaughter & Vinemont

9. Kiker Beautification Project. Circle C Landscape took one Saturday to work with our friends from Kiker on a renovation project to the front area. Trent Rush donated the landscape plan, and volunteers from the school assisted with the planting and clean up. The Circle C Landscape crew installed the rock work and helped with all the heavy lifting! Here are some Before and After pictures.



Facility Operations – March 2014

Total Resident Entries – 950 (402 Unique)

Guest Entries – 0

Total Entries into Aquatics Facilities – 950
(*The above numbers do not reflect any entries from program use*)

Spring Hours (March 17 – June 8)

Swim Center Pool		
Monday – Friday	**Saturday**	**Sunday**
6a-10a (Lap) 330p-8p	7a-10a(Lap) 10a-6p	10a-6p

Program Enrollment – March 2014

Select Swim Team - **63**

Water Aerobics - **0**

Masters - **1**

Contracted Rentals – March 2014

Trizones
Elli Overton Training Systems

Revenue – March 2014

Aquatics Programming	$1,259
Swim Team	$7,016
Guest Fees	$46
Area Reservations	$105
Private Rentals	$0
Contracted Rentals	$150

Incidents / Accidents – March 2014

First Aid Incidents

Laceration / Abrasion	-	1
Puncture Wound	-	1
Bump / Bruise	-	0
Nose Bleed	-	0
Other	-	1

Water Rescue Incidents

Distressed Swimmer	-	0
Active Drowning	-	1

Total Incidents – **1**

Circle C HOA
Maintenance Report for Board
April 2014

Prepared by Robert Bardeleben -Facilities Coordinator

Our Maintenance Technician 3, Bobby Mills moved to Dallas to be with his father who is ill. We have hired the replacement for this position. His name is Jerry Freeland. Jerry comes to Circle C with a background in construction, electrical, automotive, and semi-conductor industry. In his first week here he has proven to be a great addition to our team. He is a quick learner with an ability to find solutions to problems on his own.

SWIM CENTER

- The pool continues to look great. I am very happy with how the plaster is curing and the clarity of the water is awesome.
- Routine Maintenance has been competed
- Getting ready for summer—misters, restroom panels off, etc.
- Shade Structure fabric replacement at South end of pool is completed.
- Solar heater for wade pool is working great.
- New mulch and sand have been put in at playground.

CAFÉ

- Routine maintenance has been done.
- Hot water heater is on its last leg. Replacement cost will be between $800-$1000. It has the original hot water heater from 1988.

COMMUNITY CENTER POOL

- Pool is closed for the winter.
- Routine cleaning and maintenance have been performed.
- Facility Preparation for May opening is complete

COMMUNITY CENTER

- Routine AC/HEATER filter changes and cleanings have been done.
- Minor repairs have been done throughout the facility.
- Carpets have been steam cleaned.

NEIGHBORHOOD

- We are still working on bollard lights. Parts just arrived to repair. I am working on pricing to get camera surveillance. Bids to come on wireless video cameras as well as "game" cams.
- Lighting repairs and replacements are being done as issues come up
- Playground repairs are up to date

AVANA AMENITIES CENTER-progress report

- The digging of the pool is almost completed
- Parking lot has been paved

220 Non Profit Events from 11/1/12 – 10/24/13

Non Profit Groups using the facilities this year

Group	Number of Reservations
Moms Club Intl	4
Mom to Mom Bible Study	2
Girl Scouts Troop 1706	12
Cub Scouts – Pack 12 (Den 10)	6
Girl Scouts – Troop 1698	14
Christ the King Church Training	1
Girl Scouts Troup 744	3
Good News Club	5
Forte Foundation	5
SWA Dawgs Cheer	4
Hope4JD	3
Girl Scouts Troop 1464	6
FCC Austin Board Workshop	12
Lake Hills Church Ladies Bible Study	12
Forzycki Wyldlife	33
Cub Scout Leader Meeting	5
Court of Honor – Boy Scouts	1
Clayton Elementary SGG	2
Boy Scouts Troop 403	3
SH 45 info Meeting	2
SW Austin Math Pentathlon	48
Temple Beth Shalom Hebrew	8
Bowie Booster Club	1
Compost Class	1
Moms Day Out	1
Girl Scout Bridging Ceremony	1
SWAMP Committee Meeting	2
Girl Scout Troup 1934	3
Moms Club of Austin/Circle	4
Cub Scouts-Pack 12 (Den 9)	7
Boy Scout Meeting	1
Pack 12 Leaders Meeting	3
Cub Scout Pack 12 (Den 1)	5

Signage Agenda Item for Board meeting

1. Baby Billboard

At the previous meeting a mock up of the repainting of the baby billboard at MoPac/Slaughter was presented.

After discussion, the Board wanted to explore other options. The ACC gave an opinion on this as well.

Here are the three options:

a. Take down the baby billboard—would probably cost around $4,000.00 to take it down, we have not bid this out yet, but it is pretty big. This was suggested as the baby billboard is kind of outside the neighborhood, the trees have grown up big and it is not very noticeable.

b. Repaint the billboard with the same colors and same lettering or with different colors and a different message.

Since the trees have grown up, the black fades into the background, the idea to go with a lighter color was that it would stand out amongst the trees.

Cost: $5000.00

This type of repaint should last 5+ years

c. Rethink the billboard to make it more interesting by using a photo that represents the neighborhood. Kim had concerns about inclusivity, so we sent over a landscape type picture to get a sample mock up. You could get a picture of anything you wanted or pic a stock photo.

Cost: $7000.00

Cost of photographer to take high resolution picture. Estimate $300-$500.00

This type of repaint will only last 2-3 years

2. Other Permanent Signage. The ACC is meeting in the next few weeks to work on a comprehensive permanent signage plan for the neighborhood which would include designs for resurfacing the granite monuments, an analysis of other entry signs, and smaller permanent directional signage within the neighborhood.

Attached are photos of the original proposal for repaint and a mock up of what might work in terms of a photograph on the billboard.

CIRCLE C RANCH

WELCOME

Karen Hibpshman

Subject: FW: Time Warner,Pamela

From: PConner@twsalesteam.com [mailto:PConner@twsalesteam.com]
Sent: Wednesday, April 23, 2014 8:26 AM
To: 'Karen Hibpshman'
Subject: RE: Time Warner,Pamela

Hello Karen,
I viewed your phone bill. It looks like you have 3 phone numbers and 3 extensions
By replacing the system ran extensions and getting the 6 full featured lines you will cut your bill in half.

6 BC phone lines $29.99 $179.94 (unlimited local and long distance with all the features. Add voice mail and sub voicemail boxes for)
Main mailbox $5.00 sub mail boxes $1.95 each.
Total for phones $194.69

15 x 2 High Speed Internet $149.95 per month.

Phone & Internet total; $344.65
Right now we have
Free Voice mail - $5.00
Free Wi-Fi -$240.00 per year.

Price after discounts; $359.64

Installation; I can waive the $200.00 installation fee on a 3 year term.

If you have further questions let me know.

Regards, Pamela

Pamela Conner
Business Account Manager
Time Warner Cable Business Class Authorized Agent
Office:866-315-1025
Pconner@twsalesteam.com

TIME WARNER CABLE
Business Class™
Authorized Agent

Karen Hibpshman

From: MAYFIELD, STACY [sm6873@att.com]
Sent: Thursday, April 17, 2014 3:32 PM
To: Karen Hibpshman
Subject: RE: Circle C

That is correct.

From: Karen Hibpshman [mailto:hoamanager@fastmail.fm]
Sent: Thursday, April 17, 2014 3:31 PM
To: MAYFIELD, STACY
Subject: RE: Circle C

Stacy

So we could stay at our current plan for the same price. I am assuming our current base price is $570.19 and the taxes and surcharges add up to equal the $700+ per month that we are currently paying

Thanks

Karen Hibpshman, CMCA
Circle C HOA Manager
7817 La Crosse Avenue
Austin, Texas 78739
512.288.8663 phone
512.288.6488 fax
info@circlecranch.info

From: MAYFIELD, STACY [mailto:sm6873@att.com]
Sent: Thursday, April 17, 2014 3:26 PM
To: Karen Hibpshman
Subject: RE: Circle C

Karen,

I have reviewed your current billing and contracts. Your agreement expires 4-24-14. Please see below for your options.

1.5M IP Flex w/6 Concurrent Call Paths	36 months	$570.19*	Same as your current rate
3.0M IP Flex w/6 Concurrent Call Paths	36 months	$675.49 *	Upgrade from your current

bandwidth. This would give you double the bandwidth than you have today.

*Pricing does not include taxes or surcharges. Both options would include 1800 domestic long distance minutes. If you have any questions or concerns please let me know.

Regards,

Stacy Mayfield
Account Manager AMC
1116 Houston St. Floor 12
Fort Worth, TX 76102