

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

- I. Roll Call
- II. Acceptance of Agenda
- III. Acceptance of July 30, 2025 Board meeting minutes *Joanne Kinzer*
- IV. 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.
 - a. *Chad Woolery*
- V. Management Reports
 - a. General Report, *Karen Hibpshman*
 - 1. July YTD Financials
 - b. Landscape Report, *Karen Hibpshman*
 - c. Aquatics Report, *Brody McKinley*
 - d. Maintenance Report, *Robert Bardeleben*
- VI. Discussion Items
 - a. Pool discussion
 - b. Stratus Project/Stratus Letter of Support
 - c. 2025 Legislative Updates
 - d. Billboards
 - e. 2026 Draft Budget
- VII. Action Items
 - a. 2024 Audit Letter
 - b. 2025 Audit Proposal
 - c. Letter to COA against the South Bay extension
 - d. Pack 12 Charter Board Representative
- VIII. Adjourn Public Meeting
- IX. Executive Session
 - a. Café

Attachments

- 1. July 2025 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
July 30, 2025**

1. The CCHOA Board of Directors convened on July 30, 2025, at the Community Center and via video conferencing (Zoom). Joanne Kinzer called the meeting to order at 6:38p.m. In attendance were board members Joanne Kinzer, Tom Griebel and Phil Gorman. David Lachance, Dave Duryee and John LaBarge joined via Zoom. John LaBarge joined the meeting in person at 6:50pm. Paul Oveisi was not present. CCHOA Manager Karen Hibpshman (HOA Manager), Robert Bardeleben (Facilities Director), Brody McKinley (Aquatics Director), Susan Hoover (Landscaping) were present.
2. Joanne presented the July 30, 2025 agenda. Karen asked that we add Jim Sefcik and Trent Thomas to the Homeowner Form. Tom motioned to accept the agenda with the changes. Phil seconded the motion. All were in favor and the motion passed.
3. Joanne presented the June 25, 2025 Board of Directors Meeting Minutes. Tom motioned to approve as written. Phil seconded the motion. All were in favor and the motion passed.
4. Joanne introduced the Homeowner Forum. We had three homeowners sign up for the Homeowner Forum.
 - a. Rick Watson spoke to the board about expanding the spectator section during the meets.
 - b. Jim Sefcik spoke to the board. He is a 15-year resident, Seals parent and an USA swim official. His kids have been swimming for Seals for 10-years. Would like to talk about swim meet capacity. Would like to see the meet capacity increased to 400. Is familiar with the two incidents from 2015. There are lots of eyes on the pool and the kids.
 - c. Trent Thomas has 3 kids that all swim. He would like to make sure that we are protecting the kids. This year seems to have been very aggressive. There was a concession to allow kids to enter through one gate and another gate for parents. He would like to address the drop off zone. There needs to be a drop off area that is safe to drop off their kids.
5. Karen presented the management report and the YTD Financials.
6. Karen presented the landscaping report.
7. Brody presented the aquatics report.
8. Robert presented the maintenance report.
9. The first discussion item was Stratus Project/Stratus Letter of Support. Karen is still working with Stratus on setting up a Town Hall type meeting in September.
10. The second discussion item was the 2025 Legislative Updates. Karen will have an update for the August board meeting.

11. The third discussion item was the Billboards. Circle C owns two billboards, the one at Slaughter/MoPac and Slaughter/FM1826. We are still working on gathering all the information.
12. Dave Duryee left the meeting at 7:54pm.
13. The first action item was to ratify the Café vote. John motioned ratify the vote to adopt the letter and have Karen send it to the tenants. Tom seconded the motion. All were in favor and the motion passed.
14. The second action item is a letter to the COA against the South Bay extension. Karen explained that with all the change of staff in the COA, the newer staff is not familiar with the Settlement Agreements. The request was made by the city for Circle C HOA to provide a letter that we are not in favor of South Bay extending to MoPac. John motioned to table this item. Phil seconded the motion. Joanne, Tom, Phil and John voted yes. David abstained.
15. John motioned to adjourn the Public Meeting at 8:03pm. Phil seconded the motion. All were in favor and the motion passed.
16. The board went into Executive Session at 8:15pm to discuss the Café and current violations with issues.. No decisions or actions were taken. The board adjourned executive session at 8:40pm.

Respectfully Submitted,

By: _____

Title: _Secretary_____

**Circle C Homeowners Association
 Manager's Report
 July 29, 2025 – August 22, 2025**

**Violation Report
 July 29, 2025 – August 20, 2025**

	June 23 - July 25, 2025	July 29 - Aug 20, 2025	Percentage of Total Violations	% Change		July 24 - July 26, 2024	July 29 - Aug 23, 2024	Percentage of Total Violations	% Change
Total Violations:	397	220		-44.58%		323	333		3.10%
Rubbish/Debris	42	26	11.82%	-38.10%		34	35	10.51%	2.94%
Front Yard Maintenance	258	138	62.73%	-46.51%		215	211	63.36%	-1.86%
Architectural	12	9	4.09%	-25.00%		8	14	4.20%	75.00%
Vehicle Storage	10	6	2.73%	-40.00%		6	9	2.70%	50.00%
Repair of Exterior Damages	23	16	7.27%	-30.43%		22	21	6.31%	-4.55%
Exterior Lighting	15	5	2.27%	-66.67%		9	16	4.80%	77.78%
Driveway	2	3	1.36%	50.00%		4	6	1.80%	50.00%
Fencing	0	0	0.00%	0.00%		0	0	0.00%	0.00%
Use Limitations	1	1	0.45%	0.00%		3	3	0.93%	0.00%
Recreational Equipment	4	2	0.91%	-50.00%		10	10	3.00%	0.00%
Offensive Activities	9	3	1.36%	-66.67%		5	6	1.80%	20.00%
Common Properties	0	0	0.00%	0.00%		0	0	0.00%	0.00%
Maintenance	17	10	4.45%	-41.18%		6	2	0.90%	-66.67%
Abutting Landscaping	0	0	0.00%	0.00%		0	0	0.00%	0.00%
Window Covering	3	1	0.45%	-66.67%		1	1	0.60%	0.00%
Backwashing of Pool	1	0	0.00%	100.00%					

	397	220				323	333		
Stage 1/Cooperative Letters	292	140	63.63%	-	52.05%	256	263	78.97%	2.73%
Stage 2 Letters	76	50	22.72%	-	34.21%	53	63	18.9116.4%	18.87%
Stage 3 Letters	29	30	13.63%		3.45%	14	6	1.80%	-57.14%
Stage O	0	0	0.00%		0.00%	0	1	0.60%	#DIV/0!

	397	220				323	333		
On Hold	2	10	4.55%		0.00%	1	1	0.03%	0.00%
Closed	119	70	31.82%		-41.18%	155	137	41.14%	-13.14%
New	166	63	28.64%		-62.05%	112	128	38.44%	14.29%
Escalated	89	62	28.18%		-30.34%	51	56	16.82%	9.80%
Re-Opened	21	15	6.82%		-28.57%	4	11	3.30%	175.00%
Attorney	0	0	0.00%		0.00%	0	0	0.00%	0.00%

Administration

22 New Homeowner Packets mailed July 25th – August 15th.

Financial

AP checks were signed on August 20th with Terri Giles

Upcoming Special Events

Aug 29th – Carpet and room dividers will be cleaned.

Sept 1st – Labor Day – HOA Office Closed/ Pools open holiday hours

Sept 19th – Food Trailer Night

Sept 24th – Board Meeting

Oct 18th – Community Wide Garage Sale

Project/Updates

- Second ½ HOA dues. We sent the 2nd assessment notices out via email to those who we had good emails for. A reminder notice was sent out July 29th for those that have not paid. We currently have approximately 1,800 residents who have not paid. Additional notices are being emailed and mailed.

- We will be an early voting location starting in 2026 and continue to be a voting location on election day.
- After arguing with USPS and emailing others on the broken mailboxes at South Bay, they were fixed. After the initial pushback on the USPS when they emailed that the HOA's were going to be responsive for the repairs, no answers have been received. Since they fixed the South Bay mailboxes, I am assuming that they are going to keep repairing the mailboxes as they have been.
- Billing sent to Rowell HOA for \$69,913.35.
- Billing sent to the Commercial HOA for \$54,500.
- Payment received from the City of Austin for \$17,600.
- Spectrum is installing their infrastructure in GreyRock. There have been several issues and these have been communicated to the project manager to address. Had a follow-up conversation with Spectrum and there are ROW issues but an unburied line by the pool/park should be taken care of in 2-3 weeks.
- 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	Ordered
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	Completed
CC – Outside Trim	Will complete in Q3
CC – Soffit Sand/Stain	Will complete in Q4
SC – Parking Lot Repairs/Seal & Stripe	Will complete in Q3 or Q4
CC – Parking Lot Repairs/Seal & Stripe	Will complete in Q3 or Q4
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

Current or Future Projects

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

Common Area Services	Neighborhood Maint & Repa	\$27,000	\$1,671.76	\$3,242.23	\$2,679.00	\$7,789.50	\$5,578.04	-\$290.70	\$481.70	\$4,913.99	18%
Common Area Services	Non Contract Landscape - S	\$30,000	\$458.69	\$0.00	\$0.00	\$0.00	\$18,000.00	\$10,000.00	\$1,541.00	\$29,999.69	100%
Common Area Services	Permits	\$10,000	\$3,748.00	\$575.00	\$1,066.26	\$1,903.64	\$1,940.47	\$0.00	\$0.00	\$9,233.37	92%
Commons Area Services Total		\$2,519,244	\$168,789.48	\$177,107.42	\$254,642.81	\$206,910.81	\$256,628.54	\$225,519.66	\$244,944.21	\$1,534,542.93	61%
Aquatics Facilities	Administrative	\$75,500	\$4,108.34	\$2,429.22	\$3,518.14	\$2,972.55	\$10,293.94	\$4,220.06	\$2,022.70	\$29,564.95	39%
Aquatics Facilities	Supplies - Pool	\$28,000	\$654.00	\$2,280.72	\$3,043.71	\$5,320.87	\$641.65	\$1,307.52	\$461.59	\$13,710.06	49%
Aquatics Facilities	Supplies - Chemicals	\$93,000	\$3,842.35	\$4,019.34	\$6,652.54	\$7,201.45	\$10,474.28	\$7,023.27	\$16,130.29	\$55,343.52	60%
Aquatics Facilities	Supplies & Fees - Swim Team	\$19,000	\$1,891.17	\$616.30	\$1,218.19	\$2,342.78	\$2,069.11	-\$695.25	\$1,733.02	\$9,175.32	48%
Aquatics Facilities	Maintenance - Pool	\$136,200	\$2,227.26	\$7,463.15	\$18,257.50	\$13,580.52	\$13,519.74	\$10,905.45	\$18,904.23	\$84,857.85	62%
Aquatics Facilities	Maintenance - Building	\$92,000	\$3,431.66	\$4,595.63	\$12,851.63	\$10,245.65	\$5,167.20	\$4,526.99	\$6,686.45	\$47,505.21	52%
Aquatics Facilities	Payroll - Staff	\$1,230,000	\$54,262.73	\$42,448.37	\$62,586.40	\$69,041.81	\$89,635.41	\$149,006.00	\$292,298.12	\$759,278.84	62%
Aquatics Facilities	Payroll - Programming Staff	\$55,500	\$113.82	\$75.60	\$1,197.85	\$2,181.57	\$3,822.13	\$5,557.84	\$11,844.77	\$24,793.58	45%
Aquatics Facilities	Payroll - Swim Team	\$155,000	\$16,996.77	\$11,248.47	\$11,187.12	\$11,731.59	\$12,282.64	\$10,682.00	\$17,317.54	\$91,446.13	59%
Aquatics Facilities	SC-Utilities - Water	\$33,000	\$2,268.12	\$2,039.60	\$2,415.80	\$2,648.23	\$2,456.13	\$2,506.80	\$2,878.57	\$17,213.25	52%
Aquatics Facilities	Avana _Utilities-Water	\$9,000	\$287.36	\$716.25	\$679.89	\$979.86	\$503.65	\$469.51	\$537.78	\$4,174.30	46%
Aquatics Facilities	GR- Utilities - Water	\$4,500	\$220.79	\$404.97	\$271.54	\$193.62	\$1,511.24	\$253.83	\$320.47	\$3,176.46	71%
Aquatics Facilities	SC-Utilities - Electric	\$30,000	\$2,171.80	\$2,619.76	\$2,329.87	\$2,538.31	\$2,346.06	\$2,830.52	\$2,449.00	\$17,285.32	58%
Aquatics Facilities	Avana - Utilities- Electric	\$12,000	\$955.56	\$727.63	\$253.01	\$704.54	\$815.44	\$851.75	\$851.86	\$5,159.79	43%
Aquatics Facilities	GR -Utilities-Electric	\$7,000	\$438.83	\$484.14	\$523.59	\$362.17	\$116.11	\$349.31	\$378.58	\$2,652.73	38%
Aquatics Facilities	Utilities - Natural Gas	\$45,000	\$3,231.49	\$4,866.75	\$3,554.87	\$2,733.38	\$1,537.72	\$678.45	\$213.17	\$16,815.83	37%
Aquatics Facilities	SC-Utilities - Telephone/Inte	\$15,000	\$582.15	\$582.15	\$592.20	\$592.26	\$592.26	\$592.26	\$592.26	\$4,125.54	28%
Aquatics Facilities	Avana - Telephone/Internet	\$5,000	\$210.85	\$235.28	\$128.32	\$235.33	\$342.45	\$128.53	\$235.48	\$1,516.24	30%
Aquatics Facilities	GR- Telephone/Internet	\$6,000	\$234.00	\$258.44	\$151.48	\$258.49	\$365.60	\$136.68	\$258.63	\$1,663.32	28%
Aquatic Facilities Total		\$2,050,700	\$98,129.05	\$88,111.77	\$131,413.65	\$135,864.98	\$158,492.76	\$201,331.52	\$376,114.51	\$1,189,458.24	58%
Circle C Community Center	Utilities - Water	\$22,000	\$520.57	\$426.69	\$431.43	\$718.33	\$1,265.59	\$983.98	\$1,279.64	\$520.57	2%
Circle C Community Center	Utilities - Electric	\$26,000	\$1,649.89	\$1,029.99	\$2,219.97	\$1,673.70	\$1,905.20	\$2,052.17	\$2,481.47	\$13,012.39	50%
Circle C Community Center	Utilities - Telephone/Interne	\$12,000	\$702.57	\$702.48	\$706.93	\$706.93	\$706.93	\$706.93	\$706.93	\$4,939.70	41%
Circle C Community Ctr	Events Payroll	\$10,000	\$670.07	\$545.07	\$813.52	\$469.96	\$712.96	\$570.59	\$511.96	\$4,294.13	43%
Circle C Community Center	Maintenance - Building	\$60,000	\$4,141.95	\$3,685.79	\$3,386.49	\$2,701.16	\$3,224.39	\$1,902.47	\$2,827.45	\$21,869.70	36%
Circle C Community Ctr Total		\$130,000	\$7,685.05	\$6,390.02	\$7,558.34	\$6,270.08	\$7,815.07	\$6,216.14	\$7,807.45	\$49,742.15	38%
Maintenance Operations	Office Supplies	\$800	\$0.00	\$0.00	\$392.58	\$92.93	\$0.00	\$24.88	\$32.46	\$542.85	68%
Maintenance Operations	Employee Education	\$1,800	\$0.00	\$0.00	\$0.00	\$0.00	\$98.11	\$60.01	\$0.00	\$158.12	9%
Maintenance Operations	Uniforms	\$1,200	\$0.00	\$0.00	\$0.00	\$0.00	\$91.97	\$0.00	\$0.00	\$91.97	8%
Maintenance Operations	Staff Recruitment	\$300	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
Maintenance Operations	Safety Equip/Supplies	\$1,200	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$45.85	\$0.00	\$45.85	4%
Maintenance Operations	Maintenance Payroll	\$235,000	\$25,011.85	\$16,826.96	\$16,826.96	\$16,826.96	\$16,826.96	\$16,826.96	\$25,240.44	\$134,387.09	57%
Maintenance Operations	Pool Tech	\$76,000	\$6,576.93	\$4,423.08	\$4,666.08	\$5,506.83	\$5,819.83	\$5,721.58	\$9,527.12	\$42,241.45	56%
Maintenance Operations	Payroll Taxes	\$32,000	\$2,101.92	\$1,345.38	\$1,346.54	\$1,348.46	\$1,358.23	\$1,376.38	\$2,065.58	\$10,942.49	34%
Maintenance Operations	Computer/Software	\$1,400	\$150.47	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$150.47	11%
Maintenance Operations	Tools/Supplies	\$6,000	\$0.00	\$0.00	\$3,422.21	\$44.34	\$0.00	\$633.58	\$42.06	\$4,142.19	69%
Maintenance Operations	Office Furniture	\$600	\$0.00	\$0.00	\$411.52	\$0.00	\$0.00	\$0.00	\$0.00	\$411.52	69%
Maintenance Operations Total		\$356,300	\$33,841.17	\$22,595.42	\$27,065.89	\$23,819.52	\$24,195.10	\$24,689.24	\$36,907.66	\$193,114.00	54%
HOA Operations	Office Supplies	\$11,000	\$599.69	\$157.39	\$594.05	\$879.02	\$368.26	\$563.36	\$205.51	\$1,443.28	13%
HOA Operations	Equip & Maintenance	\$21,000	\$208.03	\$151.09	\$771.76	\$4,879.43	\$1,019.31	\$174.42	\$330.19	\$7,534.23	36%
HOA Operations	HOA Owned Vehicle Expense	\$8,000	\$2,748.13	\$29.00	\$140.34	\$255.69	\$100.31	\$97.14	\$100.29	\$3,470.90	43%
HOA Operations	Postage	\$28,000	\$193.96	\$2,742.55	\$866.67	\$1,414.30	\$96.80	\$524.60	\$3,253.18	\$9,092.06	32%
HOA Operations	Web Operations	\$5,000	\$38.40	\$937.31	\$38.40	\$38.40	\$1,846.95	\$38.40	\$184.04	\$3,121.90	62%
HOA Operations	Printing	\$7,000	\$4.00	\$2,609.53	\$0.00	\$0.00	\$0.00	\$0.00	\$324.75	\$2,938.28	42%
HOA Operations	HOA Meetings	\$7,000	\$3,088.03	\$449.25	\$314.64	\$145.64	\$0.00	\$172.69	\$0.00	\$4,170.25	60%
HOA Operations	Deed Restrictions	\$20,000	\$1,527.54	\$1,528.08	\$0.00	\$1,528.08	\$3,727.80	\$1,577.85	\$1,528.36	\$11,417.71	57%
HOA Operations	HOA Special Events	\$45,000	\$3,990.00	\$2,930.00	\$581.73	\$4,009.46	\$4,360.00	\$1,040.96	\$882.24	\$17,794.39	40%
HOA Operations	Professional Fees	\$2,000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
HOA Operations Total		\$154,000	\$12,397.78	\$11,534.20	\$3,307.59	\$13,150.02	\$11,519.43	\$4,189.42	\$6,808.56	\$62,907.00	41%
Financial Management	Management Services	\$115,850	\$9,276.30	\$9,276.30	\$9,276.30	\$9,838.50	\$9,838.50	\$9,838.50	\$9,838.50	\$67,182.90	58%
Financial Management	Resale Certificate	\$11,250	\$250.00	\$750.00	\$650.00	\$1,100.00	\$1,150.00	\$800.00	\$1,050.00	\$5,750.00	51%
Financial Management	Lien Filing Administrative Fee	\$3,000	\$4,919.00	\$0.00	\$0.00	\$376.00	\$225.00	\$50.00	\$157.00	\$5,727.00	191%
Financial Management	Bank Fees	\$70,000	\$3,536.53	-\$4,143.91	\$14,777.79	\$9,520.67	\$5,435.85	\$8,389.71	-\$5,813.91	\$31,702.73	45%
Financial Management	CPA/Audit	\$10,000	\$0.00	\$60.50	\$0.00	\$213.38	\$0.00	\$712.45	\$1,071.60	\$2,057.93	21%

Financial Management Total		\$210,100	\$17,981.83	\$5,942.89	\$24,704.09	\$21,048.55	\$16,649.35	\$19,790.66	\$6,303.19	\$112,420.56	54%
HOA Management	Management Payroll	\$235,000	\$24,597.91	\$16,638.64	\$16,638.64	\$16,638.64	\$16,638.64	\$16,638.64	\$24,957.96	\$132,749.07	56%
HOA Management	Management Payroll Taxes	\$25,000	\$2,123.44	\$1,373.91	\$1,396.57	\$1,371.03	\$1,400.58	\$1,407.65	\$2,084.36	\$11,157.54	45%
HOA Management	Mileage Reimbursement	\$6,000	\$191.80	\$730.10	\$448.00	\$567.00	\$517.30	\$732.90	\$608.30	\$3,795.40	63%
HOA Management	Insurance Stipend	60000	\$4,527.46	\$5,239.99	\$5,239.99	\$4,802.28	\$3,928.04	\$7,170.05	\$3,606.95	\$34,514.76	58%
HOA Management	Cont Ed & Skills Enhanceme	\$2,000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
HOA Management Total		\$328,000	\$31,440.61	\$23,982.64	\$23,723.20	\$23,378.95	\$22,484.56	\$25,949.24	\$31,257.57	\$182,216.77	56%
Architectural Review Expenses: Architectural Review Expenses		\$8,000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
Architectural Review Expenses Total		\$8,000	\$0.00	0%							
Legal Services	Legal Services	\$20,000	\$0.00	\$495.00	\$3,226.86	\$105.00	\$1,142.50	\$594.00	\$1,340.00	\$6,903.36	35%
Legal Services Total		\$20,000	\$0.00	\$495.00	\$3,226.86	\$105.00	\$1,142.50	\$594.00	\$1,340.00	\$6,903.36	35%
Taxes	Property	\$18,000	\$248.74	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$248.74	1%
Taxes	Income/Franchise Taxes	\$0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
Taxes Total		\$18,000	\$248.74	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$248.74	1%
Insurance	General, Property, Boiler & A	\$105,000	\$9,212.63	\$9,212.63	\$9,212.63	\$9,212.63	\$9,212.64	\$9,212.64	\$0.00	\$55,275.80	53%
Insurance	Auto	\$6,000	\$531.09	\$531.09	\$531.09	\$531.09	\$531.09	\$531.09	\$0.00	\$3,186.54	53%
Insurance	D & O Insurance	\$14,000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
Insurance	Worker's Comp	\$16,000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$11,087.27	\$16,928.00	\$5,840.73	37%
Insurance Total		\$141,000	\$9,743.72	\$9,743.72	\$9,743.72	\$9,743.72	\$9,743.73	-\$1,343.54	\$16,928.00	\$64,303.07	46%
Community Enhancement	Donations	\$1,000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
Community Enhancement	Association Memberships	\$2,000	\$75.00	\$70.00	\$195.00	\$0.00	\$0.00	\$0.00	\$0.00	\$340.00	17%
Community Enhancement Total		\$3,000	\$75.00	\$70.00	\$195.00	\$0.00	\$0.00	\$0.00	\$0.00	\$340.00	11%
Reserve Transfer		\$183,506	\$0.00								
Grand Total		\$6,121,850	\$380,332	\$345,973	\$485,581	\$440,292	\$508,671	\$506,936	\$728,411	\$3,396,197	55%

Expected Reserve Expenditures and Capital Improvement for 2025

		YTD
Billboard	\$5,000	0
GR-Replaster to Code	\$100,000	76835
AC-Funbrella Fabric Replacement	\$6,000	4546.5
GR-Funbrella Fabric Replacement	\$6,000	1867.31
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	30513.19
CC-Splash Pad Bollard		
Edge Repairs	\$30,000	18395.93
CC-Outside Trim	\$47,000	0

Circle C Aquatics

July-25

Summer Operations

Facility Usage	Swim Center		Community Center		Avaña		Greyrock		Total	
	Jul-25	YTD	Jul-25	YTD	Jul-25	YTD	Jul-25	YTD	Jul-25	YTD
Resident Entries	6,147	34,335	3,610	10,282	2,744	8,161	625	2,402	13,126	55,180
Unique Residents	1,917	4,397	2,066	3,959	1,470	2,839	336	770	4,184	7,141
Unique Households	851	1,676	769	1,358	544	985	133	293	1,607	2,476
Guest Entries	826	2,948	723	1,629	333	757	81	217	1,963	5,551
Other Entries	2,777	13,007	0	0	0	0	0	0	2,777	13,007
Average Hourly Count	22		31		16		4			
Average % of Capacity	9%		17%		11%		3%			
Max Hourly Count	112		121		61		25			
Total Entries	9,750	50,290	4,333	11,911	3,077	8,918	706	2,619	17,866	73,738

Incidents	Swim Center		Community Center		Avaña		Greyrock		Total	
	Jul-25	YTD	Jul-25	YTD	Jul-25	YTD	Jul-25	YTD	Jul-25	YTD
Water Rescues	4	9	0	1	1	1	0	0	5	11
First Aid Responses	8	38	2	8	1	1	2	3	13	50
Sudden Illness Treatments	7	14	2	3	0	0	0	0	9	17
Patron/Facility Incidents	2	25	0	4	1	4	0	0	3	33
Biohazard Cleanups	4	18	0	5	1	1	0	0	5	24
Suspensions/Expulsions	0	6	0	0	0	3	0	0	0	9
EMS/911 Callouts	0	1	0	1	0	1	0	0	0	3
Total Incidents	21	85	4	14	3	6	2	3	30	108
Incident per Entry Ratio	0.22%	0.17%	0.09%	0.12%	0.10%	0.07%	0.28%	0.11%	0.17%	0.15%

Revenue	Jul-25	YTD
Aquatics Programs	\$ 9,532.50	\$ 68,609.15
Swim Team	\$ 9,625.00	\$ 103,024.00
Guest Fees	\$ 2,933.00	\$ 8,998.00
Area Reservations	\$ 400.00	\$ 3,700.00
Facility Rentals	\$ -	\$ 3,575.00
Lane Rentals	\$ 410.00	\$ 16,486.60
Other Facility Income	\$ 1,123.00	\$ 6,873.02
Total Aquatics Revenue	\$ 24,023.50	\$ 211,265.77

Programs	Jul-25
Select Swim Team	58
Masters Swimming	28
Group Swim Lessons	199
Private Swim Lessons	233
Water Aerobics	23
Certification Courses	0
WSI Course	0
Total Participants	541

Reservations & Rentals	Jul-25	YTD
Area Reservations	17	27
Facility Rentals	0	4
Lap Lane Reservations	0	1189
Total Reservations	17	1,220

Aquatics Staffing	Jul-25
Lifeguards/Head Guards	139
Front Desk Staff	19
Instructors/Coaches	17
Total Staff	175

Resident Stats	Individuals	Households	Members / Household
Homeowners	13,158	4,441	2.96
Renters	956	264	3.62
New Memberships	338	100	
Totals	14,114	4,705	3.00

Circle C HOA
Maintenance Report for Board August 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
- Cleaned and Prepared Pool Heaters for Fall Season

COMMUNITY CENTER

- Routine inspections and maintenance have been completed
- Minor Repairs Completed

COMMUNITY CENTER POOL

- Routine cleaning and maintenance have been performed.
- Minor Repairs have been completed on equipment and facility.
- We are having issues with plaster popping off across the pool—we have been doing weekly underwater repairs to get by—Atlantis will assess issue after closure for season
- Replaced Backwash Tank Pumps and Controller

NEIGHBORHOOD

- Minor repairs have been completed as needed
- Installing a Stair handrail at Circle C North -Barstow West Mailbox Center

AVANA AMENITIES CENTER

- Routine Cleaning and Maintenance have been completed
- Minor repairs have been made

GREY ROCK AMENITIES CENTER

- Routine Cleaning and Maintenance have been completed
- Minor repairs have been made

June 10, 2025

POA LEGAL SUMMARY
2025 TEXAS LEGISLATIVE SESSION
By Connie N. Heyer

This is to provide a summary of where property owners' association (POA) bills stand after the 2025 Texas Legislative Session. The regular legislative session ended June 2, 2025. The veto period ends June 30, but no vetoes to these bills are anticipated.

Niemann & Heyer LLP's attorneys actively monitored over 200 bills that had the potential to affect POAs. Connie Niemann Heyer is a founder and current board member of Texas Community Association Advocates, www.txcaa.org. Through TCAA Connie spent many days this session at the Texas capitol speaking with legislative offices about POA legislation and testifying regarding proposed legislation.

Bills passing this session will require action items for POAs. Our firm will be happy to help you implement these action items.

A summary of action items begins on page 7.

An order form for legal work related to action items is attached separately.

Primary POA Bills Passing:

HB 431 by Cortez/Johnson, relating to the regulation by a POA of the installation of solar roof tiles. This bill applies to HOAs and condominium association and clarifies that solar roof tiles fall under the definition of "solar energy devices" and may only be regulated by property owners associations to the extent that solar energy devices have been previously regulated (basically it says that solar roof tiles are no different than other equipment like solar panels in terms of permitted POA regulations). The new law is effective immediately.

Action item: Treat architectural applications for solar shingles no differently than any other solar installation application.

HB 517 by Harris (R-Round Rock) - Relating to the authority of a property owners' association to assess a fine for discolored vegetation or turf during a period of residential watering restriction. *HB 517 is now law with an effective date of September 1, 2025.*

This bill applies to HOAs and condos and prohibits any POA from enforcing a “green lawn” type requirement during times of government-imposed watering restriction, and for 60 days after the restriction has been lifted.

Action item: Effective 9-1-25, HOAs and condominium associations must not take enforcement action for discolored vegetation during period of government-imposed watering restrictions and for a period of 60 days after the restriction is lifted.

HB 1349 by Turner (D-Grand Prairie) / SB 711 by Hughes (R-Mineola) - Relating to property owners' associations, including condominium unit owners' associations. *SB 711 was signed by the Governor on May 13, 2025. This bill has become law and becomes effective September 1, 2025. This new law requires action by all condominium associations in Texas prior to 9-1-25.*

Condominium documents on website. This bill requires condominium associations with at least 60 units or that are managed by a management company to post all of their dedicatory instruments online on a website maintained by the association/management company and accessible to association members. This requirement however was not made retroactive to pre-1994 condominiums who have not adopted TUCA in its entirety.

Action items: all professionally-managed condominium associations, and all self-managed condo associations with over 60 units must have all dedicatory instruments on an owner website/portal no later than 9-1-25, with the exception of condominium associations for which the declaration was recorded before January 1, 1994 that have not adopted TUCA in its entirety. Pre-1994 condos that have not fully adopted TUCA are not subject to this website-posting requirement.

Condominium management certificate changes. This bill also amends the requirements for the information contained in the management certificate to include the recording data for any amendments to the declaration, the telephone number and email address of any management company, the website address on any Internet website where the dedicatory instruments are posted for the members, and the amount and description of fees charged to a seller or buyer relating to the transfer of a unit.

Action items: all condominium associations must file a new management certificate in the county official public records by 9-1-25.

Condominium management certificates filed with TREC. The bill also requires an association to file the management certificate or an amended management certificate with TREC no later than the 7th day after the association files the management certificate for recording. An owner is not liable for attorney’s fees incurred by an association relating to the collection of a delinquent assessment or interest thereon, if the attorney’s fees are incurred or interest accrues during the period that the management certificate is not recorded or filed with TREC.

Action items: all condominium associations must file a new management certificate with TREC by 9-1-25.

Condominium caps on resale certificate fees. This bill also provides that a condo association may charge a fee, not to exceed \$375, to furnish a resale certificate.

Action items: effective 9-1-25 a condominium association's resale certificate fee may not exceed \$375. Additional fees such as rush fees are not prohibited, however they must be listed on the management certificate as they are a fee related to transfer. (See above-described changes to the management certificate requirements.)

Fencing. The bill also allows an association to prohibit the placement of fencing that obstructs a sidewalk in a public right of way or a drainage easement or area. It allows an association to require a driveway gate to be set back at least 10 feet from a ROW and to prohibit, if provided by a restrictive covenant, the installation of a fence in front of the front-most building line of a dwelling.

Action item: If your POA wishes to disallow front yard fencing and your deed restrictions do not currently prohibit it, consult your POA attorney regarding an amendment.

Architectural control committee appointment and candidate solicitation: Applicable to HOAs with more than 40 lots (HOAs with fewer than 40 lots have no current restrictions on ACC members). The new law allows board members to serve on the ACC in some instances. HOAs must first solicit candidates for the ACC just like they must do now for board candidates. 10 day notice by (1) either posting in common area or on HOA website, plus (2) emailing notice to all owners who have an email on file with the HOA. The notice must contain instructions for the person to notify the HOA of the person's interest in serving on the ACC, including the deadline to reply. If not enough interested candidates reply by the deadline, the board may appoint one or more board members to serve on the ACC to fill the remaining ACC vacancies.

Action item: for all ACC appointments after 9-1-25, institute candidate solicitation protocol.

HB 1926 by Darby (R-San Angelo) / SB 2629 by Creighton (R-Conroe) - Relating to organization of, meetings of, and voting by condominium unit owners' associations and property owners' associations. *SB 2629 was signed by the Governor on May 19, 2025. This bill has become law and becomes effective September 1, 2025.*

This bill allows condominium meetings (both owner meetings and board meetings) to be held by any method of communication, including electronic and telephonic means. It allows condominium associations to use electronic voting. It allows HOA owner meetings to be held by electronic means, and authorizes the use of electronic ballots for HOA meetings.

Action items: effective 9-1-25, condominium associations may hold electronic board and owner meetings and use electronic voting. HOAs may hold electronic owner meetings and use electronic ballots, regardless of whether deed restrictions expressly allow these items.

HB 621 by Patterson (R-Frisco) - Relating to the authority of a property owners' association to regulate the assembly, association, and speech of property owners or residents related to governmental officials or candidates for political office.

This bill applies to HOAs and condominium associations. It provides that if (and only if) the association allows its members to use common areas for other gatherings (such as allowing members to reserve the clubhouse for a meeting or party), the association cannot prohibit residents from holding a gathering for a political candidate or existing public official. The bill is

clear that the same rules can apply to all gatherings; for example, if there is a room reservation fee, it applies to owners hosting political meetings just like any other meetings. For example, if you let the Girl Scouts or any other group or individual reserve a common area, you have to let a member reserve the common area for a political function, under the same rules. *As of 6-6-25 this bill has passed the House and Senate and awaits signature by the Governor.*

Action items: effective 9-1-25, HOAs and condominium associations must allow political functions on their common areas under the same rules as they allow any other functions.

HB 2842 by Zweiner/Perry relating to the control by lethal means of white-tailed deer in certain areas. This bill allows in certain instances a POA to apply to the Texas Parks and Wildlife Department to use lethal means to kill white-tailed deer if they can provide evidence that it is a threat to public safety or to agriculture or horticulture.

Action items: effective 9-1-25, POAs wishing to control white tailed deed should contact their POA legal counsel for assistance in applying for permission under this new law.

SB 15 by Bettencourt – Relating to size and density requirements for residential lots in certain municipalities; authorizing a fee. This bill prohibits municipalities from requiring residential lots to be over 3,000 square feet (which is .07 acres), deeper than 75’, or wider than 30’. Effectively it allows tiny lots for tiny houses. This bill is likely to result in additional pressure and workload for HOAs as cities will not be able to control lot size, and private deed restriction enforcement will become more important. *Effective 9/1/25 .*

Action Items: If your HOA deed restrictions do not prohibit subdivision of lots or do not otherwise include sufficient restriction on lot subdivision or the building of multiple homes on a lot, amendments should be considered.

Other Notable New Laws:

HB 2464 by Hefner – Relating to the authority of a municipality to regulate a home-based business. This bill prevents municipalities from prohibiting home-based businesses with no impact to the community or otherwise treating them like businesses (by prohibiting rezoning, fire sprinkler requirements, etc.). POAs and condominium associations are not subject to the restrictions in this bill. Effective 9/1/25.

SB 1333 by Hughes, related “squatters” in real property. This bill does not directly apply to POAs, but enables home or condominium owners or their agents to more readily remove squatters from their property. Effective 9/1/25.

Bills Not Passing – Likely to be Re-filed next Session:

HB 294 by Cortez (D-San Antonio) - Relating to the regulation by a municipality or property owners' association of food production on single-family residential lots.

This bill applied to condos and HOAs and **would have given every owner the right to grow fruits and vegetables in their front, side, or rear yard**, and would have given every owner the right to have up to six chickens and six rabbits in their side or rear yard.

HB 509 by Bucy (D-Austin) - Relating to the authority of certain entities and individuals to prevent individuals from accessing private property for the purpose of registering voters or communicating political messages.

This bill applied to property owners' associations and would have prevented all POAs (both condos and HOAs) from denying access to a neighborhood or condo building so long as that individual states they want entry to deliver political messaging. **This bill raised significant security concerns.**

HB 648 by Cortez (D-San Antonio) - Relating to the regulation of clotheslines by a property owners association. This prohibited property owners' associations from prohibiting most **clotheslines.**

HB 918 by Schofield (R-Katy) / SB 700 by Kolkhorst (R-Brenham) - Relating to the authority of a property owners association to regulate the assembly, association and speech of property owners or residents.

This prohibited property owners' associations from placing any restriction on an owner's speech or on political gatherings on association property. This would have allowed **unlimited number of political gatherings, of any size, in the common areas.** For example, it would allow large political gatherings at the HOA pool at any time. This bill would have allowed owners for example in the name of "speech" to paint murals on their fence. These signs could have controversial content and cause angst and animosity or worse in neighborhoods.

HB 1087 by Schofield (R-Katy) / SB 704 by Kolkhorst (R-Brenham) - Relating to the process for filling a vacancy on the board of certain property owners' associations.

This bill removed the ability for a board to appoint to fill a vacancy on the board of directors and **required a special election to fill the vacancy**, and a board member elected serves until the next "regular election" of the members, not for the remainder of the unexpired term of the position. This would be a problem of expense, it could leave board vacancies unfilled for an inordinate amount of time, affecting HOA's ability to act, and could interfere with board term staggering.

HB 1133 by Isaac (R-Dripping Springs) - Relating to the authority of a property owners' association to prohibit or regulate certain swim instruction provided in a pool on an owner's or resident's property.

This bill would have **allowed POA owners to teach swim lessons in their backyard pool**, regardless of deed restrictions.

HB 2013 by C. Bell (R-Magnolia) - Relating to the authority of certain property owners' associations to prohibit or restrict the keeping of chickens. The bill applied to POAs and would have given owners the right to raise chickens (including roosters) in their yard if municipal ordinances allow it. A decision of this consequence should be made by the owners in the neighborhood, who may amend their governing documents by owner vote at any time. Problems include noise, attraction of rodents and snakes, odor, disease spread, and dogs going

crazy about chickens next door (breaking through fences, barking, killing chickens who get out of their yard, etc.) **This bill is advanced through the process further than many other bills and was of significant concern and will continue to be in future sessions.**

HB 2269 by Isaac (R-Wimberley) - Relating to a property owners' association's authority to require installation or maintenance of grass or turf landscaping. The bill applied to POAs and would have prevented POAs from requiring owners to have a grass lawn (**owners could presumably cover their entire lawn with rock.**) A decision of this consequence should be made by the owners in the neighborhood, who may amend their governing documents by owner vote at any time.

HB 2398 by Bucy (D-Austin) - Relating to the governance of property owners' associations. HB 2398 would have **required HOA bylaws and rules to be amended only by majority vote of all owners.** Associations would be stuck with outdated documents unless hundreds or thousands of owners engage and vote. This is practically unrealistic and would have saddled HOAs with outdated and in some cases illegal restrictions.

HB 2504 by Hayes (R-Denton) - Relating to fees charged by certain property owners' associations for resale certificates and updates of resale certificates. This bill would have added language to Section 207.003(c) that **prohibits a POA from charging any additional fees** “in connection with preparing or updating” resale certificates other than \$375 for the certificate and \$75 for an update (for instance no fee for inspection or gathering information).

HB 3871 by Shaheen (R-Plano) – Relating to the audit of the financial records of certain property owners' associations. This bill would have **required all HOAs to perform an annual audit.** This would be a major expense for HOAs. HOA board members and homeowners should continue to determine when they believe an audit is warranted. A yearly audit would cost thousands of dollars. Most HOAs simply cannot afford it, nor are there enough CPAs to even perform audits for the tens of thousands of HOAs in Texas.

HB 4356 by Toth (R-The Woodlands) – Relating to restrictive covenants prohibiting the display of a sign containing a political message. This bill would have applied to POAs and would allow all HOA owner in Texas to install **year-round signs containing any “political message”.** POAs would have no ability to control content.

HB 4447 by Hickland (R-Belton) / SB 2586 by Flores (R-Pleasanton) – Relating to information that a property owners' association must file with the Texas Real Estate Commission. This bill applied to HOAs and required all HOAs to file not only management certificates with TREC (current law) but also all rules. The penalties for not complying are severe – **owners' duties of assessment payments are suspended,** and any HOA ability to levy fines is suspended, during all times that the HOA does not have all rules filed with TREC.

HB 5011 by Reynolds (D-Missouri City) – Relating to certain protections for owners in a property owners' association. The bill applied to HOAs and would have **allowed owners to**

withhold assessments if they sue the HOA, while the suit is pending. This would encourage frivolous suits against HOAs and discourage resolving disputes outside of court.

Summary of Action Items:

Both HOAs and Condominiums:

**Solar shingles: Treat architectural applications for solar shingles no differently than any other solar installation application.*

**Vegetation during governmental watering restrictions: HOAs and condominium associations must not take enforcement action for discolored vegetation during period of government-imposed watering restrictions and for a period of 60 days after the restriction is lifted.*

**Front yard fencing: If your POA wishes to disallow front yard fencing and your deed restrictions do not currently prohibit it, consult your POA attorney regarding an amendment.*

**Electronic meeting and voting: Hold meetings and allow voting by electronic means if desired. Consult your POA attorney for specific protocol.*

**Political gatherings: allow political functions on common areas under the same rules as your POA allows any other functions.*

**White-tailed deer control: POAs wishing to control white tailed deer should contact their POA legal counsel for assistance in applying for permission under this new law.*

HOAs Only:

**Lot size/lot subdivision: If your HOA deed restrictions do not prohibit subdivision of lots or do not otherwise include sufficient restriction on lot subdivision or the building of multiple homes on a lot, consult your POA attorney for amendment drafting.*

**ACC membership. ACC candidate solicitation protocol must be used for all new ACC appointments after 9-1-25. HOA may appoint board members to ACC positions if not enough candidates respond to solicitation by the deadline.*

Condominium Association Only:

**Condo dedicatory instruments on website. All professionally-managed condominium associations, and all self-managed condo associations with over 60 units, must have all dedicatory instruments on an owner website/portal no later than 9-1-25. Consult with your POA's attorney to confirm that all dedicatory instruments are filed of record as require by law, and to ensure that you have all needed instruments in order to post them.*

**File a new management certificate in the county official public records no later than 9-1-25. An order form is attached should you wish our firm to assist with this.*

*File a new management with TREC no later than 9-1-25.

*Effective 9-1-25 do not charge more than \$375 for a resale certificate.

Firm information:

****Connie Niemann Heyer.*** *Connie is a native of Austin and graduated from The University of Texas, where she earned four degrees. She holds undergraduate degrees from UT-Austin in Plan II and in Honors Business. While attending UT she was inducted into several academic honor societies, including Phi Beta Kappa. She also has an M.B.A. from the Graduate School of Business at UT-Austin, and a law degree from The University of Texas School of Law in Austin. While attending law school, she was the administrative editor of the Texas International Law Journal.*

****Legislative efforts:*** *Niemann & Heyer LLP has been representing POAs and specializing in POA law for more than 30 years. Our lawyers have been instrumental in drafting virtually all POA law in Texas, including the Texas Uniform Condominium Act (Property Code Chapter 82) and the Texas Residential Property Owners Protection Act (Property Code Chapter 209). Connie Niemann Heyer is a past president of the Austin chapter of the Community Associations Institute, and is a founding board member and current board member of the Texas Community Association Advocates.*

****Collection services:*** *Niemann & Heyer handles collections for its clients through a proprietary, state of the art, web-based platform called Integrated Collections Enforcement ("ICE"). ICE permits managers and directors to access real time information about collection account activity from anywhere the client or manager has high-speed internet access.*

From:
To: [Karen Hibpshman](#)
Subject: Circle C Billboard Design
Date: Saturday, August 16, 2025 12:12:50 PM

Dear Karen,

I am thrilled at the opportunity to propose a creative design for the entry billboard at Circle C Ranch. This proposal outlines a structured approach to deliver a visually appealing and effective design that reflects the unique spirit of your community.

Project Overview:

- Objective: To design an engaging and welcoming billboard for Circle C Ranch that captures the essence of the community.
- Deliverables: Three initial design options for review, followed by one final design for printing.
- Fee: \$500

Design Options:

1. Option 1: Nature-Inspired Elegance
 1. Focus on the natural beauty surrounding Circle C Ranch.
 2. Incorporate elements like the Hill Country landscape to resonate with residents and visitors.
2. Option 2: Modern Community Focus
 1. Highlight the vibrant and diverse community of Circle C Ranch.
 2. Use bold typography and contemporary graphics to convey a sense of modern living.
- 3.

Option 3: Heritage and Tradition

1. Celebrate the rich history and tradition of Circle C Ranch.
2. Utilize classic design elements like the entry signage and colors that evoke a sense of nostalgia and pride.

Project Timeline:

- Design Phase: Delivery of three design options within two weeks.
- Review and Feedback: One week for HOA to provide feedback.
- Final Design: One week to finalize and prepare the design for printing.

Next Steps:

- Review the proposed options and provide feedback.
- Select a preferred design direction.
- Finalize the design for production.

I am very excited to work with the Circle C HOA to create a billboard that embodies the community's values and aesthetics. Please feel free to contact me with any questions or additional ideas you might have.

Would you like to discuss any specific themes or elements you envision for the billboard?

Megan Rush

Operational Budget 2026

2026 CCHOA INCOME BUDGET

		2025	3%	2026	2.91%	4.98%	9.97%					
		\$962		\$962		\$990		\$1,010		\$1,058		
Category	Subcategory											
Homeowner Income	Homeowner Dues		\$5,290,000		\$5,290,000		\$5,400,000		\$5,500,000		\$5,800,000	4100
Homeowner Income	Resale Certificates		\$50,625		\$49,950		\$49,950		\$49,950		\$49,950	4400
Homeowner Income	Transfer Fees Income		\$41,125		\$39,900		\$39,900		\$39,900		\$39,900	4200
Homeowner Income	Late Fees Collected		\$35,000		\$40,000		\$40,000		\$40,000		\$40,000	4600
Homeowner Income	Lien Admin Fees Income		\$900		\$3,000		\$3,000		\$3,000		\$3,000	4650
Homeowner Income	Filing Fee Income		\$800		\$2,500		\$2,500		\$2,500		\$2,500	4700
Homeowner Income	NSF Charges		\$50		\$50		\$50		\$50		\$50	4550
Homeowner Income Total			\$5,418,500		\$5,425,400		\$5,535,400		\$5,635,400		\$5,935,400	
Architectural Review Inc	Architectural Review Income		\$10,000		\$7,500		\$7,500		\$7,500		\$7,500	4300
Architectural Review Income Total			\$10,000		\$7,500		\$7,500		\$7,500		\$7,500	
Rental Income	Office Rent		\$10,000		\$10,000		\$10,000		\$10,000		\$10,000	4752
Rental Income	Grill Rent		\$6,300									4975
Rental Income Total			\$16,300		\$10,000		\$10,000		\$10,000		\$10,000	
	Group Swim Lessons		\$20,000		\$20,000		\$20,000		\$20,000		\$20,000	4841
	Private Swim Lessons		\$35,000		\$35,000		\$35,000		\$35,000		\$35,000	4842
	Classes/Clinics		\$10,000		\$10,000		\$10,000		\$10,000		\$10,000	4804
	Contracted Programs		\$0									4850
Aquatics Income	Pool Programs		\$65,000		\$65,000		\$65,000		\$65,000		\$65,000	
	Registration Fee's		\$6,000		\$6,000		\$6,000		\$6,000		\$6,000	4801
	Away Meet Entry Fees		\$2,500		\$2,500		\$2,500		\$2,500		\$2,500	4807
	Memberships Due/Reg Fees		\$120,000		\$120,000		\$120,000		\$120,000		\$120,000	4805
	Home Meet		\$8,000		\$8,000		\$8,000		\$8,000		\$8,000	4806
Aquatics Income	Pool Programs - Swim Team		\$136,500		\$136,500		\$136,500		\$136,500		\$136,500	
	Merchandise Sales		\$2,500		\$2,500		\$2,500		\$2,500		\$2,500	4900
	Uniform Sales		\$3,000		\$3,000		\$3,000		\$3,000		\$3,000	4901
	Guest Fees		\$10,000		\$10,000		\$10,000		\$10,000		\$10,000	4950
	ID Replacement Cards		\$500		\$500		\$500		\$500		\$500	4905
	Area Reservations)		\$2,500		\$3,000		\$3,000		\$3,000		\$3,000	4951
	Facility Rentals		\$3,000		\$3,000		\$3,000		\$3,000		\$3,000	4952
	Lane Rentals		\$20,000		\$20,000		\$20,000		\$20,000		\$20,000	4953
Aquatics Income	Facility Income		\$41,500		\$42,000		\$42,000		\$42,000		\$42,000	
Aquatics Income Total			\$243,000		\$243,500		\$243,500		\$243,500		\$243,500	
CCCC Income	CCCC Facility rentals		\$70,000		\$85,000		\$85,000		\$85,000		\$85,000	4985
CCCC Income Total			\$70,000		\$85,000		\$85,000		\$85,000		\$85,000	
Landscape Reimbursemer	Stratus Reimb		\$114,450		\$114,450		\$114,450		\$114,450		\$114,450	4775
Landscape Reimbursemer	COA Reimb		\$17,600		\$17,600		\$17,600		\$17,600		\$17,600	4785
Landscape Reimbursements Total			\$132,050		\$132,050		\$132,050		\$132,050		\$132,050	

Miscellaneous	Interest Income	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	4500
Miscellaneous Total		\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	
The Rowell HOA	The Rowell HOA	\$135,000	\$138,000	\$143,000	\$146,000	\$153,000	\$153,000	4997
Cove @ Circle C		\$22,000	\$22,000	\$23,000	\$24,000	\$25,000	\$25,000	
Access Agreement Totals		\$157,000	\$160,000	\$166,000	\$170,000	\$178,000	\$178,000	4995
Grand Total		\$6,121,850	\$6,138,450	\$6,254,450	\$6,350,950	\$6,658,950	\$6,658,950	

2026 CCHOA EXPENSE BUDGET

Category	Subcategory							
Commons Area Services	Common Area Landscaping	\$1,524,159	\$1,537,659	\$1,537,659	\$1,537,659	\$1,537,659	\$1,537,659	5550
Commons Area Services	Swim Center Landscaping	\$38,607	\$38,607	\$38,607	\$38,607	\$38,607	\$38,607	5873
Commons Area Services	Community Center Landscaping	\$38,607	\$38,607	\$38,607	\$38,607	\$38,607	\$38,607	7025
Commons Area Services	Avana Swim Center Landscaping	\$27,377	\$27,377	\$27,377	\$27,377	\$27,377	\$27,377	6320
Commons Area Services	GreyRock Landscaping	\$27,377	\$27,377	\$27,377	\$27,377	\$27,377	\$27,377	6420
Commons Area Services	Common Area Holiday Lighting	\$53,117	\$53,117	\$53,117	\$53,117	\$53,117	\$53,117	5727
Commons Area Services	Landscape Maint Contract	\$1,709,244	\$1,722,744	\$1,722,744	\$1,722,744	\$1,722,744	\$1,722,744	5550
Commons Area Services	Landscape Repairs	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	5650
Commons Area Services	Landscape Water Utilities	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	5970
Common Area Services	COA Water Utility Compliance	\$12,000	\$12,000	\$12,000	\$12,000	\$12,000	\$12,000	5975
Commons Area Services	Landscape Electric Utilities	\$36,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	5950
Common Area Services	Tree Care	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	5625
Common Area Services	Plant Replacement	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	5630
Commons Area Services	Fence Repairs & Maint	\$8,000	\$16,000	\$16,000	\$16,000	\$16,000	\$16,000	5690
Commons Area Services	Electrical Repairs & Maint	\$12,000	\$16,000	\$16,000	\$16,000	\$16,000	\$16,000	5695
Common Area Services	Neighborhood Maint & Repair	\$27,000	\$36,000	\$36,000	\$36,000	\$36,000	\$36,000	5825
Common Area Services	Non Contract Maintenance	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	5875
Common Area Services	Permits	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	7165
Commons Area Services Total		\$2,519,244	\$2,557,744	\$2,557,744	\$2,557,744	\$2,557,744	\$2,557,744	
	Office Supplies	\$36,000	\$42,000	\$42,000	\$42,000	\$42,000	\$42,000	6010
	Employee Education & Skills Enhancement	\$9,500	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	5877
	Staff Uniforms	\$12,500	\$14,000	\$14,000	\$14,000	\$14,000	\$14,000	6014
	Staff Recruitment & Hiring	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	5883
	Retail Merchandise	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	6015
	ARC Program Fees	\$12,000	\$14,000	\$14,000	\$14,000	\$14,000	\$14,000	6009
Aquatics Facilities	Administrative	\$75,500	\$85,500	\$85,500	\$85,500	\$85,500	\$85,500	
	Safety Equip & Supplies	\$15,000	\$16,500	\$16,500	\$16,500	\$16,500	\$16,500	5895
	Program Equip & Supplies	\$5,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	6008
	Pool Supplies	\$8,000	\$9,000	\$9,000	\$9,000	\$9,000	\$9,000	6007
Aquatics Facilities	Supplies - Pool	\$28,000	\$31,500	\$31,500	\$31,500	\$31,500	\$31,500	
	SC	\$48,000	\$52,000	\$52,000	\$52,000	\$52,000	\$52,000	5876
	CC	\$20,000	\$24,000	\$24,000	\$24,000	\$24,000	\$24,000	7050
	Avana	\$17,000	\$21,000	\$21,000	\$21,000	\$21,000	\$21,000	6310
	Greyrock	\$8,000	\$9,500	\$9,500	\$9,500	\$9,500	\$9,500	6410
Aquatics Facilities	Supplies - Chemicals	\$93,000	\$106,500	\$106,500	\$106,500	\$106,500	\$106,500	

	USA Swimming Registration		\$2,000		\$2,500		\$2,500		\$2,500		\$2,500	6250
	Coach Training		\$2,000		\$2,500		\$2,500		\$2,500		\$2,500	6245
	Swim Team Supplies		\$4,000		\$4,000		\$4,000		\$4,000		\$4,000	6220
	Meet Expenses											6280
	Staff Meet Expenses		\$7,000		\$7,500		\$7,500		\$7,500		\$7,500	6282
	Home Swim Meet		\$4,000		\$4,000		\$4,000		\$4,000		\$4,000	6283
Aquatics Facilities	Supplies & Fees - Swim Team		\$19,000		\$20,500		\$20,500		\$20,500		\$20,500	
	SC - Equipment		\$52,000		\$57,000		\$57,000		\$57,000		\$57,000	6012
	CC - Equipment		\$26,000		\$32,000		\$32,000		\$32,000		\$32,000	7040
	Avana - Equipment		\$18,000		\$20,000		\$20,000		\$20,000		\$20,000	6345
	GR - Equipment		\$11,000		\$12,000		\$12,000		\$12,000		\$12,000	6445
	SC - Pool & Deck Coatings		\$5,000		\$5,000		\$5,000		\$5,000		\$5,000	5885
	CC - Pool & Deck Coatings		\$5,000		\$5,000		\$5,000		\$5,000		\$5,000	7055
	Avana - Pool & Decking Coatings		\$1,500		\$1,500		\$1,500		\$1,500		\$1,500	6370
	GR - Pool. & Decking Coatings		\$1,200		\$12,000		\$12,000		\$12,000		\$12,000	6470
	SC - Vacuum		\$3,000		\$4,000		\$4,000		\$4,000		\$4,000	5894
	CC - Vacuum		\$1,000		\$1,200		\$1,200		\$1,200		\$1,200	7060
	Avana - Vacuum		\$650		\$650		\$650		\$650		\$650	6395
	GR - Vacuum		\$650		\$650		\$650		\$650		\$650	6495
	SC - Permits & Inspections		\$1,900		\$2,000		\$2,000		\$2,000		\$2,000	5897
	CC - Permits & Inspections		\$8,000		\$8,000		\$8,000		\$8,000		\$8,000	7062
	Avana- Permits & Inspections		\$800		\$800		\$800		\$800		\$800	6365
	GR- Permits & Inspections		\$500		\$500		\$500		\$500		\$500	6465
Aquatics Facilities	Maintenance - Pool		\$136,200		\$162,300		\$162,300		\$162,300		\$162,300	
	SC - Janitorial		\$14,000		\$16,000		\$16,000		\$16,000		\$16,000	5880
	CC - Janitorial		\$1,000		\$1,500		\$1,500		\$1,500		\$1,500	7070
	Avana - Janitorial		\$500		\$750		\$750		\$750		\$750	6355
	GR - Janitorial		\$500		\$750		\$750		\$750		\$750	6455
	SC - Fence		\$5,000		\$5,000		\$5,000		\$5,000		\$5,000	5882
	CC - Fence		\$2,000		\$4,000		\$4,000		\$4,000		\$4,000	7080
	Avana - Fence		\$700		\$1,200		\$1,200		\$1,200		\$1,200	6350
	GR - Fence		\$700		\$1,200		\$1,200		\$1,200		\$1,200	6450
	SC - Equip & Maint		\$14,000		\$20,000		\$20,000		\$20,000		\$20,000	5890
	CC - Equip & Maint		\$4,500		\$4,500		\$4,500		\$4,500		\$4,500	7090
	Avana - Equip & Maint		\$1,200		\$1,500		\$1,500		\$1,500		\$1,500	6340
	GR-Equip & Maint		\$700		\$1,000		\$1,000		\$1,000		\$1,000	6440
	SC - Supplies		\$3,500		\$4,500		\$4,500		\$4,500		\$4,500	5790
	CC - Supplies		\$800		\$800		\$800		\$800		\$800	7045
	Avana - Supplies		\$500		\$500		\$500		\$500		\$500	6375
	GR - Supplies		\$400		\$400		\$400		\$400		\$400	6475
	Playground		\$6,000		\$7,000		\$7,000		\$7,000		\$7,000	7150
	Café Building		\$3,000		\$0		\$0		\$0		\$0	5896
	Post Office Building		\$1,800		\$1,800		\$1,800		\$1,800		\$1,800	7155
	Swim Center Parking Lot & Dumpster		\$30,000		\$35,000		\$35,000		\$35,000		\$35,000	5874
	Avana Parking Lot & Dumpster		\$600		\$600		\$600		\$600		\$600	6360
	Greyrock - Parking Lot & Dumpster		\$600		\$600		\$600		\$600		\$600	6460
Aquatics Facilities	Maintenance - Building		\$92,000		\$108,600		\$108,600		\$108,600		\$108,600	
	Aquatics Management		\$215,000		\$225,000		\$225,000		\$225,000		\$225,000	6027
	Lifeguards		\$800,000		\$800,000		\$800,000		\$800,000		\$800,000	6021
	Front Desk		\$123,000		\$130,000		\$130,000		\$130,000		\$130,000	6022
	Payroll Taxes		\$92,000		\$100,000		\$100,000		\$100,000		\$100,000	5865-5868

Aquatics Facilities	Payroll - Staff	\$1,230,000		\$1,255,000		\$1,255,000		\$1,255,000		\$1,255,000			
	Private Lesson Instructor		\$18,000		\$18,000		\$18,000		\$18,000		\$18,000		6019
	Group Lesson Instructor		\$14,000		\$14,000		\$14,000		\$14,000		\$14,000		6020
	Program Instructor		\$12,500		\$12,500		\$12,500		\$12,500		\$12,500		6017
	Lead Instructors		\$6,000		\$6,000		\$6,000		\$6,000		\$6,000		6018
	Payroll Taxes		\$5,000		\$5,000		\$5,000		\$5,000		\$5,000		7065
Aquatics Facilities	Payroll - Programming Staff	\$55,500		\$55,500		\$55,500		\$55,500		\$55,500			
	Coaching Staff		\$145,000		\$152,250		\$152,250		\$152,250		\$152,250		6261
	Head Coach		\$0										
	Asst. Coaches		\$0										
	Dry Land Coach		\$0										
	Payroll Taxes		\$10,000		\$12,000		\$12,000		\$12,000		\$12,000		6270
Aquatics Facilities	Payroll - Swim Team	\$155,000		\$164,250		\$164,250		\$164,250		\$164,250			
Aquatics Facilities	SC - Utilities - Water	\$33,000		\$36,000		\$36,000		\$36,000		\$36,000			5870
	Avana - Utilities - Water	\$9,000		\$11,000		\$11,000		\$11,000		\$11,000			6380
	GR - Utilities - Water	\$4,500		\$6,500		\$6,500		\$6,500		\$6,500			6480
Aquatics Facilities	SC - Utilities - Electric	\$30,000		\$42,000		\$42,000		\$42,000		\$42,000			5871
	Avana - Utilities - Electric	\$12,000		\$14,000		\$14,000		\$14,000		\$14,000			6385
	GR - Utilities - Electric	\$7,000		\$7,200		\$7,200		\$7,200		\$7,200			6485
Aquatics Facilities	Utilities - Natural Gas	\$45,000		\$42,000		\$42,000		\$42,000		\$42,000			5869
Aquatics Facilities	SC - Utilities - Telephone/Internet/Cameras	\$15,000		\$15,000		\$15,000		\$15,000		\$15,000			5872
	Avana - Utilities- Telephone/Internet/Cameras	\$5,000		\$5,000		\$5,000		\$5,000		\$5,000			6390
	GR - Utililites - Telephone/Internet/Cameras	\$6,000		\$5,000		\$5,000		\$5,000		\$5,000			6490
Aquatic Facilities Total		\$2,050,700		\$2,173,350		\$2,173,350		\$2,173,350		\$2,173,350			
Circle C Community Cer Utilities - Water		\$22,000		\$22,000		\$22,000		\$22,000		\$22,000			7010
Circle C Community Cer Utilities - Electric		\$26,000		\$32,000		\$32,000		\$32,000		\$32,000			7015
Circle C Community Cer Utilities - Telephone/Internet		\$12,000		\$12,000		\$12,000		\$12,000		\$12,000			7020
Circle C Community Cer Events Payroll		\$10,000		\$10,000		\$10,000		\$10,000		\$10,000			5033
	Janitorial		\$20,000		\$22,000		\$22,000		\$22,000		\$22,000		7125
	Supplies		\$5,000		\$6,000		\$6,000		\$6,000		\$6,000		7130
	Parking Lot & Dumpster		\$10,000		\$12,000		\$12,000		\$12,000		\$12,000		7135
	Equip & Maint		\$18,000		\$21,000		\$21,000		\$21,000		\$21,000		7145
	Contract Services		\$5,000		\$5,000		\$5,000		\$5,000		\$5,000		7160
	Permit & Inspections		\$2,000		\$2,000		\$2,000		\$2,000		\$2,000		5889
Circle C Community Cer Maintenance - Building		\$60,000		\$68,000		\$68,000		\$68,000		\$68,000			
Circle C Community Ctr Total		\$130,000		\$144,000		\$144,000		\$144,000		\$144,000			
Maintenance Operations	Office Supplies	\$800		\$1,200		\$1,200		\$1,200		\$1,200			7210
Maintenance Operations	Employee Education	\$1,800		\$1,500		\$1,500		\$1,500		\$1,500			7220
Maintenance Operations	Uniforms	\$1,200		\$1,200		\$1,200		\$1,200		\$1,200			7230
Maintenance Operations	Staff Recruitment-Hiring	\$300		\$250		\$250		\$250		\$250			7240
Maintenance Operations	Safety Equip & Supplies	\$1,200		\$1,200		\$1,200		\$1,200		\$1,200			7250
Maintenance Operations	Maintenance Payroll	\$235,000		\$245,000		\$245,000		\$245,000		\$245,000			5035
Maintenance Operations	Pool Tech	\$76,000		\$80,000		\$80,000		\$80,000		\$80,000			6025
Maintenance Operations	Maintenance Payroll Taxes	\$32,000		\$32,000		\$32,000		\$32,000		\$32,000			5864
Maintenance Operations	Computers/Software	\$1,400		\$2,000		\$2,000		\$2,000		\$2,000			7260
Maintenance Operations	Tools/Supplies	\$6,000		\$7,500		\$7,500		\$7,500		\$7,500			7270
Maintenance Operations	Office Furniture	\$600		\$750		\$750		\$750		\$750			7280
Maintenance Operations Total		\$356,300		\$372,600		\$372,600		\$372,600		\$372,600			

HOA Operations	Office Supplies	\$11,000		\$11,000		\$11,000		\$11,000		5800
	Computers, Software & Service		\$12,000		\$12,000		\$12,000		\$12,000	5775
	Cameras		\$6,000		\$6,000		\$6,000		\$6,000	5776
	Furniture		\$3,000		\$3,000		\$3,000		\$3,000	5777
HOA Operations	Equip/Maintenance	\$21,000		\$21,000		\$21,000		\$21,000		
	Maintenance/Registration		\$3,000		\$3,000		\$3,000		\$3,000	5765
	Gas		\$5,000		\$5,000		\$5,000		\$5,000	5770
HOA Operations	HOA Owned vehicles	\$8,000		\$8,000		\$8,000		\$8,000		
HOA Operations	Postage	\$28,000		\$28,000		\$28,000		\$28,000		5850
HOA Operations	Web Operations	\$5,000		\$6,000		\$6,000		\$6,000		5750
HOA Operations	Printing	\$7,000		\$6,000		\$6,000		\$6,000		5200
HOA Operations	HOA Meetings	\$7,000		\$8,000		\$8,000		\$8,000		5400
HOA Operations	Deed Restrictions	\$20,000		\$2,000		\$2,000		\$2,000		5075
HOA Operations	HOA Special Events	\$45,000		\$45,000		\$45,000		\$45,000		5100
HOA Operations	Professional Fees (Consulting)	\$2,000		\$2,000		\$2,000		\$2,000		5840
	Reserve Study Update	\$0								5845
HOA Operations Total		\$154,000		\$137,000		\$137,000		\$137,000		
Financial Management	Management Services	\$115,850		\$118,062		\$118,062		\$118,062		5700
Financial Management	Resale Certificate	\$11,250		\$11,100		\$11,100		\$11,100		5710
Financial Management	Lien Filing Administrative Fees	\$3,000		\$3,250		\$3,250		\$3,250		5350
Financial Management	Bank Fees/Credit Card Fees	\$70,000		\$80,000		\$80,000		\$80,000		5050-5051
Financial Management	CPA/Audit	\$10,000		\$10,000		\$10,000		\$10,000		5000
Financial Management Total		\$210,100		\$222,412		\$222,412		\$222,412		
HOA Management	Management Payroll	\$235,000		\$245,000		\$245,000		\$245,000		5030
HOA Management	Management Payroll Taxes	\$25,000		\$24,000		\$24,000		\$24,000		5040
HOA Management	Mileage Reimbursement	\$6,000		\$7,000		\$7,000		\$7,000		6026
HOA Management	Health Insurance	\$60,000		\$65,000		\$65,000		\$65,000		5506
HOA Management	Cont Ed & Skills Enhancement	\$2,000		\$2,000		\$2,000		\$2,000		5760
HOA Management Total		\$328,000		\$343,000		\$343,000		\$343,000		
Architectural Review Exp	Architectural Review Expenses	\$8,000								5450
Architectural Review Expenses Total		\$8,000		\$0		\$0		\$0		
Legal Services	Legal Services	\$20,000		\$20,000		\$20,000		\$20,000		5600
Legal Services Total		\$20,000		\$20,000		\$20,000		\$20,000		
Taxes	Property	\$18,000		\$15,000		\$15,000		\$15,000		5920
Taxes Total		\$18,000		\$15,000		\$15,000		\$15,000		
Insurance	General, Property, Boiler & Auto, Umbrella	\$105,000		\$120,000		\$120,000		\$120,000		5500
Insurance	HOA Owned Vehicles	\$6,000		\$6,500		\$6,500		\$6,500		5502
Insurance	D & O Insurance	\$14,000		\$14,000		\$14,000		\$14,000		5501
Insurance	Worker's Comp	\$16,000		\$16,000		\$16,000		\$16,000		5505
Insurance Total		\$141,000		\$156,500		\$156,500		\$156,500		
Community Enhancemen	Donations	\$1,000		\$1,000		\$1,000		\$1,000		5300
Community Enhancemen	Association Memberships	\$2,000		\$2,000		\$2,000		\$2,000		5726

Community Enhancement Total

Reserve Transfer

Reserve Transfer Total

Grand Total

Difference

\$3,000		
	\$183,506	
\$183,506		
\$6,121,850		
\$0		

\$3,000		
	\$0	
\$0		
\$6,144,606		
-\$6,156		

\$3,000		
	\$109,844	
\$109,844		
\$6,254,450		
\$0		

\$3,000		
	\$206,344	
\$206,344		
\$6,350,950		
\$0		

\$3,000		
	\$514,344	
\$514,344		
\$6,658,950		
\$0		

Exhibit A

Expected Reserve Expenditures and Capital Im	2026
Pool Covers X2	\$9,000
Vintage Playground Shade Fabric Replacement	\$8,000
CC Slide - Address Rust Issues/Replace	\$50,000
CCCC Acoustic Ceiling Tile Replacement	\$20,000
SC Slide Platform Repair (to get us through a coup	\$5,000
SC Exterior Block Re-Grout	\$7,000
SC Composite Deck Replacement	\$55,000
CC Pool Compsite Deck Remodel	31720+6000+
SC Competition Pool Pump Replacement	\$25,000
Vintage Place Entrance	\$280,000
Escarpment Median	\$250,000
Node Clock Replacement	\$90,000
Rock Work	\$25,000
Irrigation Upgrades	\$35,000
Bed Upgrades	\$35,000
Escarpment Project	\$200,000
Construction Repairs	\$50,000
Total	\$1,144,000

inspection scheduled for 8/22/25

May be able to hold off for one year

2026 Budget Proposal Standard Hours			Winter A	Spring Break	Spring A	Spring B	Pre-Summer	Summer	Fall	Winter B
Swim Center	Dates		Jan 5 - Mar 13	Mar 14 - Mar 22	Mar 23 - Apr 19	Apr 20 - May 29	May 30 - Jun 5	Jun 6 - Aug 16	Aug 17 - Sep 27	Sep 28 - Dec 18
	Schedule		Mon-Fri: 6-9:30a (lap) Mon-Fri: 4-8p (lap) Sat: 8a-1p (lap) Sun: Closed	Mon-Fri: 6-9:30a (lap) Mon-Fri: 4-8p Sat: 7-10a (lap) 10a-6p Sun: 1-6p	Mon-Fri: 6-9:30a (lap) Mon-Fri: 4-8p (lap) Sat: 7a-10a (lap) 10:30a-6p Sun: 1-6p	Mon-Fri: 6-9:30a (lap) Mon-Fri: 4-8p (lap res) Sat: 7a-10a (lap) 10:30a-6p Sun: 1-6p	Mon-Fri: 6-9:30a (lap) Mon-Fri: 4-8p (lap res) Sat: 7a-10a (lap) 10:30a-6p Sun: 1-6p	Mon: Closed Tue-Thu: 6a-3p (lap) 3p-8p Fri: 6a-8p (lap) Sat: 7-10a (lap) 10:30a-8p Sun: 10a-8p	Mon-Fri: 6-9:30a (lap) Mon-Fri: 4-8p (lap) Sat: 7a-10a (lap) 10:30a-6p Sun: 1-6p	Mon-Fri: 6-9:30a (lap) Mon-Fri: 4-8p (lap) Sat: 8a-1p (lap) Sun: Closed
Community Center	Dates					May 16 - May 29	May 30 - Jun 5	Jun 6 - Aug 16	Aug 17 - Sep 7	
	Schedule					Mon-Fri: Closed Sat-Sun: 12-6p	Mon-Fri: Closed Sat-Sun: 12-6p	Mon: 11a-7p Tue: Closed Wed-Sun: 11a-7p	Mon-Fri: Closed Sat-Sun: 12-6p	
Avaña	Dates					May 2 - May 29	May 30 - Jun 5	Jun 6 - Aug 16	Aug 17 - Sep 27	
	Schedule					Mon-Fri: Closed Sat-Sun: 12-6p	Mon-Fri: 9a-7p Sat-Sun: 12-6p	Mon-Wed: 9a-7p Thu: Closed Fri-Sun: 9a-7p	Mon/Wed/Fri: 5:30-8p Sat-Sun: 10a-6p	
Greyrock	Dates					May 9 - May 29	May 30 - Jun 5	Jun 6 - Aug 16	Aug 17 - Sep 27	
	Schedule					Mon-Fri: Closed Sat-Sun: 12-6p	Mon-Fri: 11a-7p Sat-Sun: 12-6p	Mon-Tue: 11a-7p Wed: Closed Thu-Sun: 11a-7p	Tue/Thu: 5:30-8p Sat-Sun: 12-6p	
6021 - Lifeguards	Estimated Payroll	\$790,926.44	\$63,761.75	\$19,358.56	\$48,281.38	\$84,782.19	\$25,143.94	\$387,838.50	\$94,604.69	\$67,155.44
6022 - Front Desk	Estimated Payroll	\$129,336.19	\$11,544.56	\$2,272.69	\$9,685.88	\$17,689.88	\$3,997.69	\$56,308.31	\$16,991.25	\$10,845.94
Total	Estimated Payroll	\$920,262.63	\$75,306.31	\$21,631.25	\$57,967.25	\$102,472.06	\$29,141.63	\$444,146.81	\$111,595.94	\$78,001.38

Ronald W. Meyer, P.L.L.C.

Certified Public Accountant

401 West 15th Street, Suite 850 • Austin, Texas 78701 • Phone: (512) 476-4511 • Fax: (512) 476-4508

July 24, 2025

To the Board of Directors
Circle C Homeowners Association, Inc.
Austin, Texas

We have audited the financial statements of Circle C Homeowners Association, Inc. for the year ended December 31, 2024, and have issued our report thereon dated July 23, 2025. Professional standards require that we provide you with the following information related to our audit.

Our responsibility under U.S. Generally Accepted Auditing Standards

As stated in our engagement letter dated August 3, 2024, our responsibility, as described by professional standards, is to express an opinion about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities.

Planned Scope and Timing of the Audit

We performed the audit according to the planned scope and timing previously communicated to you in our meeting about planning matters on September 3, 2024.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. In accordance with the terms of our engagement letter, we will advise management about the appropriateness of accounting policies and their application. The significant accounting policies used by Circle C Homeowners Association, Inc. are described in Note 2 to the financial statements. No new accounting policies were adopted, and the application of existing policies was not changed during 2024. We noted no transactions entered by the Association during the year for which there is a lack of authoritative guidance or consensus. There are no significant transactions that have been recognized in the financial statements in a different period than when the transaction occurred.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the financial statements were:

Management's estimate of the amortization of insurance is based on its existing financial policies. We evaluated the key factors and assumptions used to develop the amortization of insurance in determining that it is reasonable in relation to the financial statements taken as a whole.

Management's estimate of the allowance for credit losses is based on its existing financial policies. We evaluated the key factors and assumptions used to develop the allowance in determining that it is reasonable in relation to the financial statements taken as a whole.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected because of audit procedures and corrected by management were material, either individually or in aggregate, to the financial statements taken as a whole.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether resolved to our satisfaction, concerning a financial accounting, report, or auditing matter that could be significant to the financial statement or the auditor's report. We are pleased to report that no such disagreements arose during our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated July 23, 2025.

Management Consultations with Other Independent Accountants

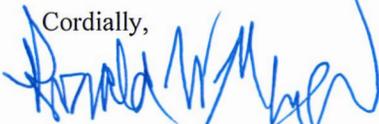
In some cases, management may decide to consult with other accountants about auditing and accounting matters, like obtaining a "second opinion" on certain situations. If a consultation involves the application of an accounting principle to the Association's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Association's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition of our retention.

This information is intended solely for the use of the Board of Directors and management of Circle C Homeowners Association, Inc. and is not intended to be and should not be used by anyone other than these specified parties.

Cordially,



Ronald W. Meyer, CPA
Ronald W. Meyer, P.L.L.C.

Draft

Circle C Homeowners Association, Inc.

Audited Financial Statements

For the Year Ended December 31, 2024

Draft

Circle C Homeowners Association, Inc.

Audited Financial Statements

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Ronald W. Meyer, P.L.L.C.
Certified Public Accountant

Draft

401 West 15th Street, Suite 850 • Austin, Texas 78701 • Phone: (512) 476-4511 • Fax: (512) 476-4508

INDEPENDENT AUDITOR'S REPORT

To the Board of Directors
Circle C Homeowners Association, Inc.
Austin, Texas

Opinion

We have audited the accompanying financial statements of Circle C Homeowners Association, Inc. (a non-profit corporation) which comprise the balance sheet as of December 31, 2024, and the related statements of revenues, expenses, and changes in members' equity and cash flows for the year then ended, and the related notes to the financial statements.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Circle C Homeowners Association, Inc. as of December 31, 2024, and the results of its operations and cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditor's Responsibilities for Audit of the Financial Statements section of our report. We are required to be independent of Circle C Homeowners Association, Inc. and to meet our ethical responsibilities in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about Circle C Homeowners Association, Inc.'s ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

Auditor's Responsibility for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when one exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements, including omissions, are

considered material if there is substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- * Exercise professional judgment and maintain professional skepticism through the audit.
- * Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- * Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Circle C Homeowners Association, Inc.'s internal control. Accordingly, no such opinion is expressed.
- * Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- * Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about Circle C Homeowners Association, Inc.'s ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

Disclaimer of Opinion on Required Supplementary Information

Accounting principles generally accepted in the United States of America require that supplementary information on future major repairs and replacements on pages 16 and 17 be presented to supplement the basic financial statements. Such information, although not part of the basic financial statements, is required by the Financial Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Austin, Texas
July 23, 2025

Balance Sheet

December 31, 2024

	<u>2024</u>
Assets	
Current Assets	
Cash - Operating	\$ 14,575
Cash - Payroll	61,441
Cash - Reserves	424,860
Certificates of Deposit - Operating	684,089
Certificates of Deposit - Reserves	1,377,175
Accounts Receivable, net	162,210
Prepaid Expenses	<u>13,127</u>
Total Current Assets	<u>2,737,477</u>
Fixed Assets	
Fixed Assets, Net of Depreciation	<u>2,450,803</u>
Total Assets	<u><u>\$ 5,188,280</u></u>
Liabilities and Members' Equity	
Current Liabilities	
Accounts Payable and Accrued Expenses	\$ 2,690
Credit Cards Payable	36,537
Payroll Taxes Payable	238
Prepaid Assessments	38,915
Security Deposit Payable	<u>2,000</u>
Total Current Liabilities	<u>80,380</u>
Members' Equity	
Undesignated	<u>5,107,900</u>
Total Members' Equity	<u>5,107,900</u>
Total Liabilities and Members' Equity	<u><u>\$ 5,188,280</u></u>

See accompanying notes to financial statements.

Draft

Circle C Homeowners Association, Inc.

Statement of Revenues and Expenses

For the Year Ended December 31, 2024

	<u>2024</u>
Revenues	
Assessments	\$ 5,213,292
Aquatics Income	351,469
Landscape Reimbursements	72,100
Resale Certificates	52,200
Transfer Fees	43,067
Rowell HOA	135,757
Cove at Circle C HOA	20,982
Late Fees	36,336
Facility Rentals	93,340
Rental Income	12,852
Other Income	3,373
Credit Card Rewards	4,500
Architectural Review Fees	13,235
Interest Income	89,600
Total Revenues	<u>6,142,103</u>
Expenses	
Common Area Services	
Landscaping	1,642,628
Common Area Holiday Lighting	53,117
Landscape Repairs	209,543
Landscape Water Utilities	406,911
Landscape Electric Utilities	37,457
Tree Care	147,836
Fence Repairs and Maintenance	4,724
Electrical Repairs and Maintenance	13,293
Neighborhood Repairs and Maintenance	23,295
Non-contract Landscape	20,000
Permits and Inspections	1,267
Total Common Area Services	<u>2,560,071</u>

See accompanying notes to financial statements.

Circle C Homeowners Association, Inc.

Draft

Statement of Revenues and Expenses
(continued)

For the Year Ended December 31, 2024

	<u>2024</u>
Financial Management	
Financial Management Services	113,416
Resale Certificate Expense	12,000
Lien Filing Fees	510
Bank Charges/Credit Card Fees	65,861
Annual Audit and Tax Return Preparation Fees	8,872
Total Financial Management	<u>200,659</u>
 Aquatics Expenses	
Administrative	63,792
Supplies - Pool, Chemicals, and Swim Team	117,892
Maintenance - Pool	106,740
Maintenance - Building	66,446
Payroll - Staff	1,108,840
Payroll - Programming Staff	31,901
Payroll - Swim Team	118,220
Utilities - Water	38,015
Utilities - Electricity	37,661
Utilities - Natural Gas	10,845
Utilities - Telephone/Internet/Camera	24,189
Total Aquatics Expenses	<u>1,724,541</u>
 Architectural Review	<u>11,250</u>
 Legal Services	<u>23,603</u>
 Property Taxes	<u>7,087</u>
 Income/Franchise Taxes	<u>239</u>
 Insurance	
Insurance - Property and Liability	101,042
Insurance - Auto	5,771
Insurance - Directors and Officers	15,493
Insurance - Workers Compensation	13,323
Total Insurance	<u>135,629</u>

See accompanying notes to financial statements.

Circle C Homeowners Association, Inc.

Draft

Statement of Revenues and Expenses
(continued)

For the Year Ended December 31, 2024

	<u>2024</u>
Community Enhancement	
Donations	500
Association Memberships	3,848
Total Community Enhancement	<u>4,348</u>
Circle C Community Center	
CCCC Water	8,670
CCCC Electricity	23,377
CCCC Telephone/Internet	8,388
Events Salaries	10,553
CCCC Building Maintenance	49,801
Total Circle C Community Center	<u>100,789</u>
HOA Operations	
Office Supplies	9,395
Office Equipment and Maintenance	17,623
Owned Vehicle Expense	2,217
Postage/Delivery HOA Office	22,503
Web Operations HOA Office	3,060
Printing HOA Office	6,981
HOA Meetings	14,943
Deed Restrictions	12,168
HOA Special Events	36,591
Total HOA Operations	<u>125,481</u>
HOA Management	
Management Salaries	218,235
Management Payroll Taxes	18,104
Mileage Reimbursement	4,892
Insurance - Health	42,712
Continuing Education and Skills Enhancement	340
Total HOA Management	<u>284,283</u>

See accompanying notes to financial statements.

Circle C Homeowners Association, Inc.

Draft

Statement of Revenues and Expenses
(continued)

For the Year Ended December 31, 2024

	<u>2024</u>
Maintenance Operations	
Maintenance Payroll	224,571
Pool Technicians	63,673
Maintenance Payroll Taxes	17,778
Tools and Supplies	4,341
Other Maintenance Operating Expenses	4,110
Total Maintenance Operations	<u>314,473</u>
Capital and Reserve Expenses	
Pool Covers	12,337
Comp Pool/Renovation	313,214
SC Comp Pol Filter Replacement	90,041
Restroom Renovation	155,839
Pond Controller/Pump	17,568
AV Replaster/Repairs	123,494
GR Repaint/Restain	3,500
Node Clock Replacement	90,000
Rock Work	25,000
Irrigation Upgrades	35,000
Bed Upgrades	35,000
Escarpment Project	186,250
CCN Improvement	203,806
Construction Repairs	49,701
Mailbox Replacement	7,349
CCCC Carpet Replacement	19,538
Total Capital and Reserve Expenses	<u>1,367,637</u>
Depreciation	<u>166,715</u>
Total Expenses	<u>7,026,805</u>
Excess of Revenues Over/(Under) Expenses	<u>\$ (884,702)</u>

See accompanying notes to financial statements.

Circle C Homeowners Association, Inc.

Draft

Statement of Changes in Members' Equity

For the Year Ended December 31, 2024

	Operating Fund	Reserve - Amenity Center	Totals 2024
Members' Equity - Beginning of Year	<u>\$ 5,992,602</u>	<u>\$ -</u>	<u>\$ 5,992,602</u>
Excess of Revenues Over/(Under) Expenses	(884,702)	-	(884,702)
Transfers Between Funds	<u>-</u>	<u>-</u>	<u>-</u>
Members' Equity - End of Year	<u><u>\$ 5,107,900</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 5,107,900</u></u>

See accompanying notes to financial statements.

Statement of Cash Flows

For the Year Ended December 31, 2024

	2024
Cash Flows from Operating Activities:	
Excess of Revenues Over/(Under) Expenses	\$ (884,702)
Depreciation	166,715
Changes in Operating Assets and Liabilities	
(Increase) Decrease in Accounts Receivable, net	(1,267)
(Increase) Decrease in Accounts Receivable - Other	110,869
(Increase) Decrease in Prepaid Expenses	20,288
Increase (Decrease) in Accounts Payable and Accrued Expenses	(10,997)
Increase (Decrease) in Credit Cards Payable	(20,869)
Increase (Decrease) in Swimming Deposits	(3,119)
Increase (Decrease) in Payroll Taxes Payable	(581)
Increase (Decrease) in Prepaid Assessments	6,750
Increase (Decrease) in Security Deposit Payable	1,500
Net Cash Provided/(Used) by Operating Activities	<u>(615,413)</u>
Cash Flows Used by Investing Activities:	
Purchase of Certificates of Deposit	<u>(2,061,265)</u>
Net Cash Provided/(Used) by Investing Activities	<u>(2,061,265)</u>
Net Increase/(Decrease) in Cash and Cash Equivalents	(2,676,678)
Cash and Cash Equivalents at Beginning of Year	<u>3,177,554</u>
Cash and Cash Equivalents at End of Year	<u>\$ 500,876</u>
Supplemental Disclosure	
Income Taxes Paid	<u>\$ -</u>
Interest Paid	<u>\$ -</u>
Summary of Cash Accounts	
Cash - Operating	\$ 14,575
Cash - Payroll	61,441
Cash - Reserves	424,860
Cash and Cash Equivalents at End of Year	<u>\$ 500,876</u>

See accompanying notes to financial statements.

Notes to the Financial Statements

For the Year Ended December 31, 2024

Note 1 - Nature of Organization

Circle C Homeowners Association, Inc. (the "Association") was incorporated on March 8, 1988 under the Texas Non-profit Corporation Act for the purpose of operating, managing and administering the affairs of its membership. This Association contains approximately 5,622 residential lots. The Association is located in Austin, Travis County, Texas.

Note 2 - Summary of Significant Accounting Policies

Basis of Accounting

The Association uses the accrual basis method of accounting. Using this method of accounting, revenues and accounts receivables are recognized when earned regardless of when cash is received. Revenues received prior to being earned are reported as prepaid assessments. Expenses and accounts payable are recognized when the obligation is incurred regardless of when cash is disbursed. Expenses paid before being obligated are reported as prepaid expenses.

Cash and Cash Equivalents

For purposes of the statement of cash flows, the Association considers cash and cash equivalents to consist of demand deposits and money market accounts. Money market funds and certificates of deposits held in a brokerage account are excluded from the definition of cash and cash equivalents, and are reported separately on the Association's balance sheet.

Revenue and Revenue Recognition

The Association recognizes revenue from homeowner assessments over the assessment period, which is generally one year. The assessments are used to cover the costs of operating the Association, maintaining the common elements and improvements, and providing for facility repair and replacement. Assessments for 2024 were \$467 on a semiannual basis and \$934 per year per site.

Homeowner assessments paid in advance are deferred to the year to which they relate. Due to the nature and timing of the performance and/or transfer of services and products, substantially all deferred revenue at December 31st of each year is recognized in the following year.

The allowance for credit losses was \$48,074 at December 31, 2024.

Notes to the Financial Statements

For the Year Ended December 31, 2024

Note 2 - Summary of Significant Accounting Policies (continued)

Recognition of Assets

The value of common areas is not reflected in the financial statements as title to these assets is vested in the individual single family residence owners on an undivided basis. Accordingly, expenditures relating to the improvement of common areas are expensed as incurred and are not capitalized in the accompanying balance sheet.

Personal property consists of various equipment, vehicles, furniture and fixtures, and a playscape. These assets are presented on the balance sheet at their historical cost less an allowance for depreciation. Depreciation is calculated using the straight-line method over a useful life of five to thirty years.

Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Note 3 - Revenue from Contracts with Customers

The following table provides information about significant changes in homeowner assessments paid in advance for the year ended December 31, 2024:

	<u>2024</u>
Assessments paid in advance, beginning of year	\$ 32,165
Homeowner assessments and fees revenue recognized	(5,212,025)
Collections of homeowner assessments and fees	<u>5,218,775</u>
Assessments paid in advance, end of year	<u><u>\$ 38,915</u></u>

Note 4 - Federal Income Taxes

The Association has elected to be taxed under Internal Revenue Code Section 528 which allows the Association to exclude exempt function income from gross income. Exempt function income consists of owner assessments or other fees the Association receives from members as owners of the Association services. Taxable non-member income arises from amounts received from non-members of the Association including interest earned on reserve funds. Income tax of \$0 for 2024 is reflected in these financial statements.

Circle C Homeowners Association, Inc.

Draft

Notes to the Financial Statements

For the Year Ended December 31, 2024

Note 4 - Federal Income Taxes (continued)

The Association should no longer be subject to IRS examination for tax years prior to 2021.

Note 5 - Property and Equipment

Equipment consisted of the following:

	<u>2024</u>
Land	\$ 15,598
Equipment	291,093
Vehicles	64,517
Furniture and Fixtures	49,235
Computer Equipment	27,400
Circle C Community Center	4,081,939
Circle C Community Center Furniture and Fixtures	369,028
Playscape	26,502
Avana Pool	21,271
	<hr/>
	4,946,583
Less Accumulated Depreciation	(2,495,780)
	<hr/>
	<u>\$ 2,450,803</u>

Note 6 - Concentration of Credit Risk

Certain financial instruments potentially subject the Association to concentrations of credit risk which include primarily checking and money market accounts. The Association's cash investments are held in financial institutions insured up to \$250,000. At times, cash deposits may be in excess of FDIC coverage.

Note 7 - Evaluation of Subsequent Events

The Association has evaluated subsequent events through July 23, 2025, the date which the financial statements were available to be issued.

SUPPLEMENTARY INFORMATION

Circle C Homeowners Association, Inc.

Draft

Supplementary Information on Future Major Repairs and Replacements (Unaudited)

December 31, 2024

The Association's Board of Directors engaged a consultant to conduct a reserve study that was completed in March 2023 to estimate the replacement lives of the components of common property. The estimates were based on a physical inspection of the individual common property components. Replacement costs reflect estimated future costs and an annual inflation rate of 3.5%. The Association's governing documents require that funds be accumulated for future major repairs and replacements of common property.

The following information is based on the study and presents significant information about the components of common property.

<u>Components</u>	<u>Estimated Remaining Useful Life (Years)</u>	<u>Estimated Future Replacement Cost</u>	<u>Designated for Repairs/Replacements December 31, 2024</u>
<i>Exterior Building Elements</i>			
Deck, Composite, Community Center	10	\$ 36,937	
Roofs, Metal, Avana	20	67,961	
Roofs, Metal, Grey Rock	23	50,233	
Roofs, Metal, Swim Center, Lifeguard and Café	2	16,631	
Roofs, Metal, Swim Center, Restrooms	28	73,221	
Roofs, Thermoplastic, Community Center	6	169,620	
Roofs, Thermoplastic, Swim Center, Mechanical and Maintenance	2	24,214	
Walls, Paint Finishes	0	31,050	
Walls, Masonry, Inspections and Repair	0	15,904	
Windows and Doors, Community Center	28	416,951	
Windows and Doors, Swim Center	8	20,239	
<i>Interior Building Elements</i>			
Interior, Renovation, Complete, Community Center	11	275,014	
Interior, Renovation, Complete, Swim Center	11	55,910	
Interior, Renovation, Partial, Community Center	1	57,846	
Interior, Renovation, Partial, Swim Center	1	19,282	
Rest Rooms, Pool Area, Renovation, Avana	10	36,499	
Rest Rooms, Pool Area, Renovation, Community Center	8	38,161	
Rest Rooms, Pool Area, Renovation, Grey Rock	13	35,611	
Rest Rooms, Pool Area, Renovation, Swim Center	0	12,000	
<i>Building Services Elements</i>			
Air Handling Unit, Rooftop Heating and Cooling Unit, 5-tons, Community Center	8	20,443	
Air Handling Unit, Rooftop Heating and Cooling Unit, Swim Center	2	13,305	
Air Handling Unit, Packaged Cooling Unit, 2-tons, Swim Center	19	20,893	
Air Handling and Condensing Units, Split Systems, Community Center	6	60,433	
Security Systems, Phased	0 to 9	133,563	
<i>Property Site Elements</i>			
Asphalt Pavement, Crack Repair, Patch and Seal Coat, Phased	2 to 3	10,272	
Asphalt Pavement, Remaining, Mill and Overlay, Phased	8 to 13	225,110	
Asphalt Pavement, Swim Center, Mill and Overlay	1	71,772	
Fences, Steel, Phased	6 to 26	269,775	
Fences, Wood	1 to 9	85,822	
Irrigation System, Partial	0 to 29+	8,961,489	
Landscape, Partial Replacements, Circle C North	0	258,750	
Lift Station, Pumps and Controls, Community Center (2023 Budgeted)	0	16,100	
Lift Station, Rebuild	18	76,900	
Light Poles and Fixtures	13	137,589	
Light Fixtures, Bollards	5	77,443	
Light Fixtures, Landscape and Miscellaneous, Phased	2 to 17	128,491	
Mailbox Kiosks, Capital Repairs (Roof and Masonry Repairs), Phased	2 to 27	138,751	
Mailbox Stations, Replacement, Recently Replaced	17	49,038	
Mailbox Stations, Replacement, Remaining, Phased	0 to 20	1,084,946	
Pipes, Pool Backwash, Swim Center	3	45,901	
Playground Equipment, Avana	10	21,900	
Playground Equipment, Grey Rock	13	29,137	
Playground Equipment, Park Place	8	28,621	
Playground Equipment, Swim Center	5	79,902	
Playground Equipment, Wildflower Park	3	113,605	
Playground Equipment, Vintage Place Park	1	37,493	
Pumps, Submersible, Drainage Area, Community Center (Including Controller)	3	20,655	
Shade Structures, Avana, Grey Rock, and Park Place	16	150,753	
Shade Structures, Wildflower and Vintage Place Parks	3	36,721	
Signage, Renovation, Entrance Monuments	6	50,891	
Vehicles	9	93,100	

See independent auditor's report.

Circle C Homeowners Association, Inc.

Draft

Supplementary Information on Future Major
Repairs and Replacements (Unaudited) (continued)

December 31, 2024

<u>Components</u> <i>Pool Elements</i>	<u>Estimated Remaining Useful Life (Years)</u>	<u>Estimated Future Replacement Cost</u>	<u>Designated for Repairs/Replacements December 31, 2024</u>
Artificial Turf, Swim Center	4	21,616	
Deck, Composite, Swim Center	10	26,338	
Concrete Deck, Inspections, Partial Replacements and Repairs, Avana	0	9,187	
Concrete Deck, Inspections, Partial Replacements and Repairs, Community Center	8	90,360	
Concrete Deck, Inspections, Partial Replacements and Repairs, Grey Rock	3	7,693	
Concrete and Paver Deck, Inspections, Partial Replacements & Repairs, Swim Center	8	93,326	
Cover, Vinyl, Swim Center, Phased (2023 Budgeted)	0 to 4	52,375	
Fence, Steel, Avana	20	54,493	
Fences and Railings, Steel, Community Center	18	90,434	
Fence, Steel, Grey Rock	23	56,101	
Fences, Steel, Swim Center, Phased	3 to 13	154,632	
Mechanical Equipment, Filters, Community Center	3	63,114	
Mechanical Equipment, Filters, Swim Center	0	72,450	
Mechanical Equipment, Heaters, Swim Center	6	100,510	
Mechanical Equipment, Remaining, Phased	1 to 10	181,285	
Pool Finish, Plaster, Avana	0	74,354	
Pool Finish, Tile, Avana	10	58,662	
Pool Finish, Plaster, Community Center	8	144,140	
Pool Finish, Tile, Community Center	8	75,995	
Pool Finish, Plaster, Grey Rock	1	40,964	
Pool Finish, Tile and Coping, Grey Rock	11	26,021	
Pool Finish, Plaster, Swim Center	0	202,570	
Pool Finish, Tile, Swim Center (including Lane Lines)	12	150,531	
Shade Structures, Avana	5	23,970	
Shade Structures, Community Center	3	72,294	
Shade Structures, Grey Rock	8	26,576	
Shade Structures, Swim Center (including Playground)	2	109,763	
Starting Blocks, Swim Center	3	32,131	
Structure and Deck, Total Replacement, Swim Center	24	4,790,534	
Water Feature, Splash Pad, Avana, Replacement	5	22,127	
Water Feature, Splash Pad, Community Center, Replacement	3	55,081	
Water Feature, Splash Pad, Swim Center, Capital Repairs	5	4,917	
Water Feature, Splash Pad, Swim Center, Replacement	2	29,935	
Water Slide, Fiberglass, Refinishing, Community Center	3	21,803	
Water Slide, Fiberglass, Replacement, Community Center	13	268,703	
Totals		\$ 21,307,833	\$ 1,802,035

See independent auditor's report.

Circle C Homeowners Association, Inc.
7817 La Crosse Avenue
Austin, Texas 78739

July 23, 2025

Ronald W. Meyer, P.L.L.C.
401 West 15th Street, Suite 850
Austin, Texas 78701

This letter is provided in connection with your audit of the financial statements of Circle C Homeowners Association, Inc., which comprise the balance sheet as of December 31, 2024, and the related statements of revenues, expenses, and changes in fund balance, and cash flows for the year then ended, and the related notes to the financial statements, for the purpose of expressing an opinion as to whether the financial statements are presented fairly, in all material respects, in conformity with accounting principles generally accepted in the United States (U.S. GAAP).

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, considering surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement. An omission or misstatement that is monetarily small in amount could be considered material because of qualitative factors.

We confirm, to the best of our knowledge and belief, as of July 23, 2025, the following representations made to you during your audit.

Financial Statements

- We have fulfilled our responsibilities, as set out in the terms of our audit engagement letter dated August 3, 2024.
- The financial statements referred to above are fairly presented in conformity with U.S. generally accepted accounting principles.
- We acknowledge our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
- We acknowledge our responsibility for the design and implementation of programs and controls to prevent and detect fraud.
- Significant assumptions we used in making accounting estimates, including those measured at fair value, are reasonable.
- Related party relationships and transactions have been appropriately accounted for and disclosed in accordance with the requirements of U.S. GAAP.
- All events subsequent to the date of the financial statements and for which U.S. GAAP requires adjustment or disclosure have been adjusted or disclosed.
- The effects of all known actual or possible litigation, claims, and assessments have been accounted for and disclosed in accordance with U.S. GAAP.
- Material concentrations have been appropriately disclosed in accordance with U.S. GAAP.
- Guarantees, whether written or oral, under which the organization is contingently liable, have been properly recorded or disclosed in accordance with U.S. GAAP.

- Transfers or designations of fund balance or interfund borrowings have been properly authorized and approved and have been properly recorded or disclosed in accordance with GAAP.
- Uncollectible interfund loans have been properly accounted for and disclosed in accordance with GAAP.

Information Provided

- We have provided you with:
 - Access to all information, of which we are aware, is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, and other matters.
 - Additional information that you have requested from us for the purpose of the audit.
 - Unrestricted access to people within the entity from whom you determined it necessary to obtain audit evidence.
- All material transactions have been recorded in the accounting records and are reflected in the financial statements.
- We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated due to fraud.
- We have no knowledge of any fraud or suspected fraud that affects the organization and involves:
 - Management,
 - Employees who have significant roles in internal control, or
 - Others where fraud could have a material effect on the financial statements.
- We have no knowledge of any allegations of fraud or suspected fraud affecting the organization's financial statements communicated by employees, grantors, regulators, or others.
- We have disclosed to you all known instances of noncompliance or suspected noncompliance with laws and regulations whose effects should be considered when preparing the financial statements.
- We are not aware of any pending or threatened litigation, claims, or assessments or unasserted claims or assessments that are required to be accrued or disclosed in the financial statements in accordance with U.S. GAAP, and we have not consulted a lawyer concerning litigation, claims, or assessments, except as made known to you.
- We have disclosed to you the identity of the Association's related parties and all the related party relationships and transactions of which we are aware.
- The Association has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets, nor has any asset been pledged as collateral.
- The board of directors is collecting funds for future major repairs and replacements in accordance with Circle C Homeowners Association, Inc.'s policy to fund those needs based on a study conducted during 2023. The board of directors believes the reserves will adequately provide for future major repairs and replacements.
- The Association's allocation of expenses against exempt and nonexempt function income conforms with IRS rules, which require that the allocation be made "on a reasonable basis." We have adequately documented such elections in the current year.
- We understand that management is responsible for the Association's choice of filing Form 1120-H and the consequences thereof.

Signed: _____

Title: _____

Ronald W. Meyer, P.L.L.C.
Certified Public Accountant

August 1, 2025 401 West 15th Street, Suite 850 • Austin, Texas 78701 • Phone: (512) 476-4511 • Fax: (512) 476-4508

Board of Directors
Circle C Homeowners Association, Inc.
7817 La Crosse Avenue
Austin, Texas 78739

We are pleased to confirm our understanding of the services we are to provide for Circle C Homeowners Association, Inc. for the year ended December 31, 2025.

Audit Scope and Objectives

We will audit the financial statements of Circle C Homeowners Association, Inc., which comprise the balance sheet as of December 31, 2025, and the related statements of revenues, expenses, and changes in fund balance, and cash flows for the year then ended, and the related notes to the financial statements. The document we submit to you will include supplementary information about future major repairs and replacements required by the Financial Accounting Standards Board (FASB). Although we will apply certain limited procedures with respect to the required supplementary information, we will not audit the information and will not express an opinion on it.

The objectives of our audit are to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether due to fraud or error, and issue an auditor's report that includes our opinion about whether your financial statements are fairly presented, in all material respects, in conformity with accounting principles generally accepted in the United States of America. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore there is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements.

Auditor's Responsibilities for the Audit of the Financial Statements

We will conduct our audit in accordance with GAAS and will include tests of your accounting records and other procedures we consider necessary to enable us to express such an opinion. As part of an audit in accordance with GAAS, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the Association or to acts by management or employees acting on behalf of the Association.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform management of any material errors and any fraudulent financial reporting or misappropriation of assets that come to our attention. We will also inform management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will obtain an understanding of the Association and its environment, including the system of internal control, sufficient to identify and assess the risks of material misstatement on the financial statements, whether due to fraud or error, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with internal control related matters that are required to be communicated under professional standards.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events considered in the aggregate, that raises substantial doubt about the Association's ability to continue as a going concern for a reasonable period.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts and direct confirmation of certain assets and liabilities by correspondence with selected owners, creditors, and financial institutions. Our procedures will not determine whether the funds designated for future major repairs and replacements are adequate to meet such future costs because such a determination is outside the scope of the engagement. We will also request written representations from the Association's attorneys as part of the engagement.

Our audit of the financial statements does not relieve you of your responsibilities.

Responsibilities of Management for the Financial Statements

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for designing, implementing, and maintaining internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, including monitoring ongoing activities; for the selection and application of accounting principles; and for the fair presentation in the financial statements of financial position, results of operations, and cash flows in conformity with accounting principles generally accepted in the United States of America. You are also responsible for making drafts of financial statements, all financial records, and related information available to us and for the accuracy and completeness of that information; and for the evaluation of whether there are any

conditions or events, considered in the aggregate, that raise substantial doubt about the Association's ability to continue as a going concern within one year after the date the financial statements are available to be issued. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) additional information that we may request for the purpose of the audit; and (3) unrestricted access to persons within the Association from whom we determine it is necessary to obtain audit evidence. At the conclusion of the audit, we will require certain representations from you about the financial statements and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the Association involving (1) management, (2) employees who have significant roles in internal control, and (3) others where fraud could have a material effect on the financial statements. Management is also responsible for informing us of their knowledge of any allegations of fraud or suspected fraud affecting the Association received in communications from employees, former employees, regulators, or others. In addition, management is also responsible for identifying and ensuring the entity complies with applicable laws and regulations.

Other Services

We will prepare the Association's federal income tax return for the year ended December 31, 2025, based on information provided by you.

We will perform the services in accordance with applicable professional standards, including the Statements on Standards for Tax Services issued by the American Institute of Certified Public Accountants. The other services are limited to the tax services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities. We will advise management regarding tax positions taken in the preparation of the tax return, but management must make all decisions about those matters.

You agree to assume all management responsibilities for the tax services, financial statement preparation services, and any other nonattest services we provide; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

Engagement Administration, Fees, and Other

Ronald W. Meyer is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it. We expect to begin our audit upon

acceptance of these terms, and to complete your tax return(s) and issue our report no later than July 15, 2026.

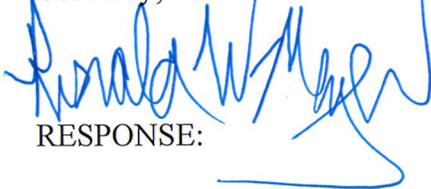
Our fees for these services will be based on the actual time spent at our standard hourly rates, plus travel and other out-of-pocket costs such as report production, typing, postage, etc. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to the Association's audit. Based on our preliminary estimates, the fee should be approximately \$9,965. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if the Association's account becomes 30 days or more overdue and will not be resumed until the Association's account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. Management will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket expenditures through the date of termination.

Reporting

We will issue a written report upon completion of our audit of Circle C Homeowners Association, Inc.'s financial statements. Our report will be addressed to the Board of Directors. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinion or add an emphasis-of-matter paragraph, other-matter paragraph, or separate section to our audit report, or if necessary, withdraw from this engagement. If our opinion is other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed an opinion, we may decline to express an opinion or withdraw from this engagement.

We appreciate the opportunity to be of service to management and believe this letter accurately summarizes the significant terms of our engagement. If management has any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Cordially,



RESPONSE:

This letter correctly sets forth the understanding of Circle C Homeowners Association, Inc.

Officer signature: _____

Title: _____

Date: _____

CIRCLE C HOMEOWNERS ASSOCIATION, INC.
7817 LA CROSSE AVENUE • AUSTIN, TEXAS 78739 • (512) 288-8663

DATE, 2025

Curtis Beaty, P.E.
Transportation and Public Works Department
City of Austin
P.O. Box 1088
Austin, TX 78767-1088

Re: Opposition to South Bay Lane and Dahlgreen Avenue Extension

Dear Mr. Beaty:

We, the Circle C Homeowners Association (the “CCHOA”), which represents the 5,600 homes and 17,000 residents of Circle C Ranch, are writing to affirm our opposition to the extensions of the South Bay Lane and Dahlgreen Avenue rights-of-way within the Circle C Ranch neighborhood. CCHOA has consistently opposed the extensions of South Bay Lane and Dahlgreen Avenue, the latter of which is also prohibited by the existing Circle C Development Agreement.

In 2019 prior to the adoption of the Austin Strategic Mobility Plan (the “ASMP”), CCHOA worked directly with your department to ensure that extensions to South Bay Lane and Dahlgreen Avenue would not be included. As a result of these discussions, CCHOA provided a letter of support for the approval of the ASMP by the City Council.

Thank you for your time and attention to his matter and please do not hesitate to contact us if you have any questions.

Sincerely,

NAME, TITLE

