

CCHOA Board Meeting Agenda
30 September 2020, 6:30pm
Circle C Community Center via zoom

- I. Roll Call
- II. Acceptance of Agenda
- III. Acceptance of August 26, 2020 board meeting minutes *Steve Urban*
- IV. Homeowner Forum (*3 min each*)
 - a. Lisa Williams
- V. Management Reports
 - a. General Report, *Karen Hibpshman*
 - 1. Aug YTD Financials
 - b. Landscape Report, *Clayton Hoover*
 - c. Aquatics Report, *Brody McKinley*
 - d. Maintenance Report, *Robert Bardeleben*
- VI. Discussion Items
 - a. CC&R vote Update
- VII. Action Items
 - a. Pool Opening Phases
- VIII. Adjourn Public Meeting
- IX. Executive Session
 - a. Easement access

Attachments

- 1. Aug 2020 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
August 26, 2020

1. The CCHOA Board of Directors convened on August 26, 2020 via video conferencing (zoom). Russ Hodes called the meeting to order at 6:30 p.m. In attendance were board members Russ Hodes, Kim Ackermann, Michael Chu, Jason Bram, Natalie Placer-McClure and AE Martin. Steve Urban was not present. CCHOA Manager Karen Hibpshman was in attendance. Marnie McLeod, Assistant Manager was in attendance. Brody McKinley, Aquatics Director was present. Robert Bardeleben, Facilities Coordinator was present. Clayton Hoover from Circle C Landscape was present.
2. Russ asked if there were any changes to the agenda. Kim motioned to approve the agenda as written. AE seconded the motion. All were in favor and the motion passed.
3. Russ presented the July 29, 2020 board meeting minutes. Kim motioned to accept the minutes as written. AE seconded the motion. All were in favor and the motion passed.
4. Russ introduced the Homeowner Forum.

Alfredo Mycue thanked the board for their leadership and supported the decision to close the pool. Most of the pools around us are open and Brody has a good plan in place to safely open the pool. It is evident that social distancing is work and doesn't want the board to tie the opening to the 7-day moving average of hospitalizations. Alfredo appreciated Michael Chu stating that we have to defeat the virus.

Lisa Williams wanted to follow up on the political signs. She also spoke to family members living in Avery ranch and why are they able to open with lifeguards. Wanted to follow up on the question concerning mulch on Spruce Canyon from SH45-FM1826. Clayton addressed the questions on the mulch and that there needs to be an improvement on Spruce Canyon between La Crosse and SH45. Karen addressed the question on political signs and that we should have guidelines that will be approved and provided to the community. Information concerning political signs has also been included in the blast emails and the newsletter. On the pools, several of our pools require them to be lifeguarded due to the classification of the pool. Insurance has already stated that opening a pool without lifeguards is not something that they would cover and would put additional risk on the HOA. Natalie and Kim both stated that this topic has come up previously and it is not the will of the board to open any pools without lifeguards. Kim also referred back to a previous year a near drowning at the pool.

Travis James spoke on behalf of the Bowie Swim Team. Most of AISD has found pools but Bowie has not. Most of the Bowie Swim team are residents of Circle C and requests that the board open the pool to allow the Bowie Swim Team to practice at the Swim Center. The team is approximately 60+ swimmers. Michael asked other what other facilities the team would need. The team would not be able to start swimming until mid September. Possibly using some of the Bowie Swim team kids (who are currently Circle C lifeguards) to lifeguard to meet the staffing needs. AISD schools do not have their own pools like other areas. Request Bowie is allowed to swim Monday-Thursday and Day Land will be held on Friday at Bowie.

5. Karen presented the management report and the YTD Financials. The invoice for The Rowell has been paid. The City of Austin invoice was updated and resubmitted. The Commercial HOA invoice has also been resubmitted. Clayton, Robert and Karen met with the Mobility Corridor folks at Escarpment and Slaughter to review the surveying process. Additional

flagging of the irrigation and electrical was done that would be included on the survey. A virtual meeting was held with the City concerning the Escarpment/La Crosse intersection. The signal work will be the first part of the project and the sidewalks, sidewalk ramps and median cuts will be completed over a 3-4 month period. Received additional information from TX811 concerning a sidewalk project at La Crosse and Dalhgreen. Contract clarified that the project will be at La Crosse and Rhett Butler. It will include new sidewalk ramps and a median cut to allow for a cross walk. Clayton was able to mark the mainline/irrigation after AISD marked the approximate locations of the bore pits and boxes. They have started the bore project at the school entrance and will work north on Escarpment. Karen provided an update on the monument, we are currently waiting on the permit from the City of Austin.

6. Clayton presented the landscaping report. The recent storm/rain has helped the landscaping. Construction in Circle C has not slowed down. The damages by construction change every week and are difficult to track. Clayton advised the board to be wary of the Mobility Project and we will need to be vigilant when the project begins.
7. Brody presented the aquatics report. Brody updated the board that we have 49 lifeguards and 5 front desk staff but they are not committing when they are able to work at this time. Aquatics staff is continuing to do in-service training following the social distancing protocols that are currently in place.
8. Robert presented the maintenance report. Robert updated the board on the status of the heater installation at the Swim Center. We are waiting on the HVAC company to complete their part of the installation but they are currently backed up with keeping residential AC units working. The HVAC coil has been replaced at the Community Center. The replacement did require an engineer to advise on some restructuring of the supports to allow access to the coil. Maintenance was able to complete the restructuring of the supports. Maintenance will complete the rest of the furniture replacement at Wildflower Park once restrictions ease. Received a report of a tree limb that had been knocked off by a large vehicle on La Crosse by Clayton Elementary. Maintenance was able to move the limb out of the bike lane/sidewalk. Tree is more than likely located on AISD property, but for safety reasons we will dispose of the limb and contact AISD concerning the damage. AE asked if we see any additional vandalism in the community. The only increase has been in tagging which is removed as quickly as possible. Michael asked about the accident at Carentan Drive. Karen will look at the damage and have the appropriate repairs made.
9. The first discussion item was the CC&R vote update. Karen updated the board that we are currently at 31.17% of the residents voted. Karen will work with Terri to send a second mailing out to those that have not voted in September.
10. The first action item was the Pool Re-Opening Plan. Kim, with the City of Austin moving from Stage 4 to Stage 3 and larger facilities being open. Kim motioned an alternative metric based on the City of Austin Staging, which would allow the pools to open under Phase One while the City is in Stage 3. Natalie seconded the motion.

Discussion: Michael stated that hospitalizations are down to 13. We entered Stage 4 in June with the same number of hospitalizations as we have today. It appears that folks are taking it seriously with social distancing and wearing masks. AE asked Brody if we would be able to open the pool. Brody and Amanda have reached out to staff but have not committed because of school schedules but he will stated it would take 2-3 days to get the facility ready. The

question was raised if we could operate while allowing Bowie to practice. The contract would need to be re-negotiated to include all COVID-19 protocols and procedures.

Kim modified the motion to move to Phase One of the re-opening plan under Stage 3 for lap swimming and allow the Bowie Swim Team to use the pool. Jason seconded the motion. Brody reminded the board that we have several other schools and the Select Swim Team that also use our pool. We are usually open from 6am-7pm with a mid-day close. Kim, Natalie and Jason voted yes. Michael, AE and Russ voted no. With a tie, the motion does not pass.

Jason motioned to open the pool under Phase One of the re-opening plan under Stage 3. Natalie seconded the motion. Kim, Natalie, Jason, AE and Russ voted yes. Michael voted no. The motion passed 5-1. Jason stated we owe this to the residents

11. Jason motioned to adjourn the Public Meeting at 7:49 pm. Natalie seconded the motion. All were in favor and the motion passed.
12. The Board went into executive sessions at 7:52 pm to discuss the Escarpment Loop contract. No votes or actions were taken. The Board adjourned the executive session at 8:26pm.

**Circle C Homeowners Association
Manager's Report
August 24, 2020 – September 25, 2020**

Violation Report (August 24, 2020 – September 25, 2020)

403 Violations

- 278 (68.98%) Rubbish and Debris
- 69 (17.12%) Front Yard Maintenance
- 23 (5.71%) Repair of Exterior Damages
- 4 (.99%) Exterior Lighting
- 13 (3.23%) Vehicle Storage
- 8 (1.99%) Architectural
- 5 (1.24%) Recreations Equipment
- 1 (.25%) Fencing
- 1 (.25%) Common Properties
- 1 (.25%) Maintenance

403 Violations by Stage

- 346 (86.46%) stage 1/cooperative letters
- 44 (11.22%) stage 2 letters
- 13 (2.31%) stage 3 letters

403 Violation Updates/Creates

- 114 (28.29%) Closed
- 228 (56.58%) New
- 14 (3.47%) re-Opened
- 47 (11.66%) Escalated
- 2 (1%) Attorney

Administration

42 New Homeowner Packets mailed Aug 18th – Sept 18th

Financial

AP checks were signed August 18th with Terri Giles

Upcoming Special Events

October 28th – Board Meeting – will be held via Zoom

Project/Updates

- We are not accepting reservations for the Community Center. We will continue to monitor the situation to start reservations again safely
- The HOA office is still closed to all walk-in traffic. We slowly working to move employees back to working at the office and observe social distancing guidelines and CDC recommended cleaning. The Community Center will not be open to walk-in traffic when employee's return to the office. Owners are able to schedule an appointment to meet with staff. Mail and the drop box are being checked daily to ensure everything is being distributed timely.
- The invoice for the Commercial Agreement for the 1st half of the payment for \$48,500 has been submitted. Follow up communication has been sent for an update on the payment.
- The 2nd semi-annual billing will be sent out Oct 1st.
- An updated invoice was submitted to the City of Austin was submitted for \$17,600.
- Meeting with the Mobility Corridor Folks is set for Oct 6th to discuss their plans and how our irrigation and electrical is located on their plans.
- Work at the intersection of La Crosse and Escarpment continues. The City recently put new pavement down at the intersection smoothing out the roughness. New sidewalk corners and ramps are being installed at all 4 corners and will include crosswalks being cut into the medians.
- New sidewalk ramps and a crosswalk with be installed at La Crosse and Rhett Butler. We do not have a timeframe on when they start this project.
- We had one emergency call out for a water leak at Escarpment and Trissino. It was determined that it was not an irrigation line and it was forwarded to the City.
- We did have a hiccup with the permit office but after working with the Parks Department and the Permit office we were able to get the sign permit issued. Work at the monument site has started. Robert and I met with the contractor on site after the survey and marking was completed but prior to any digging being done. I did add a second sleeve on the east side location. This was done so that there are two sleeves for irrigation and electrical on either side. They will also be installing an electrical outlet on the back of the monument on either side for future use. The recent rain did stop the project for a couple of days but they should be pouring the footer's early next week and start the vertical part of monument shortly after.
- Staff meetings are still being held via zoom as needed to keep staff updated on any new information. Attending webinars that are hosted by CAI, CAI Houston and RMWBH for the most up to date legal interpretation of the current stay at home orders and Governor's orders as they pertain to HOA's and guidance/protocols for a re-opening plan.

- **Capital Projects**

2020 Capital Budget Projects include:

Swim Center - Furniture	Completed
Landscaping – Irrigation Infrastructure	Continuing Project
Landscaping – Rock Work	Continuing Project
Pool Covers	Completed
SC wade Pool Repairs (slide)	Completed
CC Splash Pad	Shimmer Sheet is refinished/Rope and netting to be replaced when restrictions ease, possibly 2021
Picnic Table/Benches – Wildflower Park	Received – to be replacement when restrictions ease
Trash Receptacles	Recycle cans have been ordered/Neighborhood trash cans will be completed with restrictions ease
Park Place Renovation	Completed
Avana – Beach Entry Repair	Completed
HVAC Coil Repair	Completed
SC Replacement Benches	Permanent bench on composite deck completed. Remaining benches will be ordered when needed.
CC Seal Coat/Repair	Completed
Escarpment Project	Not Started
Valve to valve Upgrade	Not 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

Additional Playgrounds/shade covers

2020 CCHOA INCOME BUDGET

Category	Subcategory	2020 Budget	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Totals	%
Homeowner Income	Homeowner Dues	\$3,802,214	\$44,204.58	\$1,014,578.94	\$581,078.30	\$69,289.32	\$98,903.59	\$122,516.09	\$1,125,750.51	\$429,809.09	\$3,486,130.42	92%
Homeowner Income	Resale Certificates	\$73,125	\$5,175.00	\$5,175.00	\$5,625.00	\$5,850.00	\$7,204.50	\$9,900.00	\$8,550.00	\$4,725.00	\$52,204.50	71%
Homeowner Income	Transfer Fees I0come	\$75,000	\$4,200.00	\$4,475.00	\$6,828.00	\$5,075.00	\$3,500.00	\$7,175.00	\$8,575.00	\$6,475.00	\$46,303.00	62%
Homeowner Income	Late Fees Collected	\$18,000	\$2,040.63	\$1,912.59	\$1,762.82	\$1,155.17	\$3,313.61	\$4,602.54	\$2,782.50	\$1,203.62	\$18,773.48	104%
Homeowner Income	Lien Admin Fees Income	\$400	\$189.06	\$33.42	\$56.00	\$42.00	\$14.00	\$14.00	\$28.00	\$0.00	\$376.48	94%
Homeowner Income	Filing Fee Income	\$224	\$714.00	\$204.28	\$224.00	\$190.05	\$56.00	\$175.28	\$57.30	\$0.00	\$1,620.91	724%
Homeowner Income	NSF Charges	\$100	\$0.00	\$0.00	\$25.00	\$0.00	\$50.00	\$50.00	\$0.00	\$0.00	\$125.00	125%
Homeowner Income	Collection Fee Income	\$50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
Homeowner Income Total		\$3,969,113	\$56,523.27	\$1,026,379.23	\$595,599.12	\$81,601.54	\$113,041.70	\$144,432.91	\$1,145,743.31	\$442,212.71	\$3,605,533.79	91%
Architectural Review Income	Architectural Review I0come	\$10,000	\$4,255.00	\$4,590.00	\$5,505.00	\$300.00	\$690.00	\$2,875.00	\$1,410.00	\$10,630.00	\$30,255.00	303%
Architectural Review I0come Total		\$10,000	\$4,255.00	\$4,590.00	\$5,505.00	\$300.00	\$690.00	\$2,875.00	\$1,410.00	\$10,630.00	\$30,255.00	303%
Rental Income	Office Rent	\$14,400	\$2,193.28	\$1,438.65	\$0.00	\$2,193.28	\$1,438.65	\$0.00	\$0.00	\$1,438.65	\$8,702.51	60%
Rental Income	Grill Rent	\$6,300	\$512.50	\$0.00	\$0.00	\$0.00	\$0.00	\$525.30	\$0.00	\$0.00	\$1,037.80	16%
Rental Income Total		\$20,700	\$2,705.78	\$1,438.65	\$0.00	\$2,193.28	\$1,438.65	\$525.30	\$0.00	\$1,438.65	\$9,740.31	47%
Aquatics Income	Pool Programs	\$85,000	\$3,383.00	\$3,451.00	\$1,722.00	\$496.00	\$280.50	-\$515.00	-\$95.00	-\$2,461.00	\$6,261.50	7%
Aquatics Income	Pool Programs - Swim Team	\$119,500	\$9,840.00	\$10,972.50	\$11,305.00	\$0.00	\$140.00	\$125.00	\$0.00	\$930.00	\$33,312.50	28%
Aquatics Income	Facility Income	\$37,500	\$3,605.32	\$1,346.92	\$134.56	\$4,411.39	\$0.00	\$2,429.00	\$0.00	\$0.00	\$11,927.19	32%
Aquatics Income Total		\$242,000	\$16,828.32	\$15,770.42	\$13,161.56	\$4,907.39	\$420.50	\$2,039.00	-\$95.00	-\$1,531.00	\$51,501.19	21%
CCCC Income	CCCC Facility Rentals	\$50,000	\$5,510.75	\$4,275.00	\$2,397.50	\$478.00	-\$355.00	-\$970.00	\$0.00	\$0.00	\$11,336.25	23%
CCCC Income Total		\$50,000	\$5,510.75	\$4,275.00	\$2,397.50	\$478.00	-\$355.00	-\$970.00	\$0.00	\$0.00	\$11,336.25	23%
Landscape Reimbursements	Stratus Reimb	\$97,000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
Landscape Reimbursements	COA Reimb	\$17,600	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
Landscape Reimbursements Total		\$114,600	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
Miscellaneous	Interest Income	\$15,000	\$1,049.41	\$971.70	\$4,719.30	\$159.97	\$378.06	\$377.73	\$450.65	\$606.16	\$8,712.98	58%
Miscellaneous	Sales Tax Discount	\$0	\$1.13	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.13	
Miscellaneous Total		\$15,000	\$1,050.54	\$971.70	\$4,719.30	\$159.97	\$378.06	\$377.73	\$450.65	\$606.16	\$8,714.11	58%
Rowell Reimbursement	The Rowell HOA	\$53,000	\$26,184.40	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,145.94	\$0.00	\$56,330.34	106%
The Rowell Total		\$53,000	\$26,184.40	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,145.94	\$0.00	\$56,330.34	106%
Grand Total		\$4,474,413.00	\$113,058.06	\$1,053,425.00	\$621,382.48	\$89,640.18	\$115,613.91	\$149,279.94	\$1,177,654.90	\$453,356.52	\$3,773,410.99	84%

2020 CCHOA EXPENSE BUDGET

Category	Subcategory	2020 Budget	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Totals	%
Commons Area Services	Landscape Maint Contract	\$1,234,458	\$102,867.33	\$102,867.33	\$102,867.33	\$102,867.33	\$102,867.33	\$102,867.33	\$102,867.33	\$102,867.33	\$822,938.64	67%
Commons Area Services	Contract Landscape SC	\$31,834	\$2,652.88	\$2,652.88	\$2,652.88	\$2,652.88	\$2,652.88	\$2,652.88	\$2,652.88	\$2,652.88	\$21,223.04	67%
Commons Area Services	Contract Landscape CCCC	\$31,834	\$2,652.88	\$2,652.88	\$2,652.88	\$2,652.88	\$2,652.88	\$2,652.88	\$2,652.88	\$2,652.88	\$21,223.04	67%
Commons Area Services	Contract Landscape AV	\$22,575	\$1,881.23	\$1,881.23	\$1,881.23	\$1,881.23	\$1,881.23	\$1,881.23	\$1,881.23	\$1,881.23	\$15,049.84	67%
Common Area Services	Contract Landscape GR	\$22,575	\$1,881.23	\$1,881.23	\$1,881.23	\$1,881.23	\$1,881.23	\$1,881.23	\$1,881.23	\$1,881.23	\$15,049.84	67%
Common Area Services	Common Area Holiday Lighting	\$44,729	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
Commons Area Services	2016 Land Additions	\$5,000	\$0.00	\$0.00	\$0.00	\$2,002.63	\$0.00	\$0.00	\$0.00	\$0.00	\$2,002.63	40%
Commons Area Services	Landscape Repairs	\$80,000	\$0.00	\$0.00	\$1,000.00	\$15,496.56	\$16,102.34	\$13,584.00	\$11,963.60	\$10,479.98	\$68,626.48	86%
Commons Area Services	Landscape Water Utilities	\$255,000	\$5,771.47	\$5,158.59	\$5,526.38	\$5,558.91	\$5,433.47	\$12,065.87	\$26,715.48	\$47,838.14	\$114,068.31	45%
Commons Area Services	COA Water Utility Compliance	\$8,000	\$0.00	\$1,125.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,125.00	14%
Common Area Services	Landscape Electric Utilities	\$36,000	\$2,861.21	\$2,658.23	\$2,717.67	\$2,878.80	\$2,527.66	\$3,733.29	\$2,879.22	\$2,581.75	\$22,837.83	63%
Common Area Services	Tree Care	\$50,000	\$2,250.00	\$9,000.00	\$13,250.00	\$3,395.00	\$2,030.00	\$3,123.75	\$2,975.00	\$1,150.00	\$37,173.75	74%
Commons Area Services	Fence Repairs & Maint	\$6,000	\$0.00	\$0.00	\$0.00	\$314.36	\$179.54	\$1,548.96	\$14.40	\$2,800.00	\$4,857.26	81%
Commons Area Services	Electrical Repairs & Maint	\$15,000	\$0.00	\$0.00	\$0.00	\$911.69	\$670.30	\$699.06	\$0.00	\$0.00	\$2,281.05	15%

Common Area Services	Neighborhood Maint & Repair	\$17,000	\$1,017.55	\$1,468.74	\$2,424.55	\$0.00	\$0.00	\$886.47	\$710.12	\$0.00	\$6,507.43	38%
Common Area Services	Non Contract Landscape - SC	\$15,000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
Commons Area Services Total		\$1,875,005	\$123,835.78	\$131,346.11	\$136,854.15	\$142,493.50	\$138,878.86	\$147,576.95	\$157,193.37	\$176,785.42	\$1,154,964.14	62%
Aquatics Facilities	Administrative	\$59,000	\$2,505.49	\$1,198.39	\$3,970.10	\$525.76	\$4,809.72	\$3,866.74	\$402.39	\$200.15	\$17,478.74	30%
Aquatics Facilities	Supplies - Pool	\$16,000	\$2,349.45	\$32.33	\$331.19	\$128.00	\$4,683.01	\$4,701.96	\$0.00	\$0.00	\$12,225.94	76%
Aquatics Facilities	Supplies - Chemicals	\$71,000	\$2,305.18	\$2,929.20	\$2,234.77	\$6,042.79	\$4,123.69	\$4,369.80	\$7,697.02	\$5,775.72	\$35,478.17	50%
Aquatics Facilities	Supplies & Fees - Swim Team	\$23,500	\$1,820.57	\$1,301.11	\$919.33	\$25.00	-\$490.00	\$0.00	\$0.00	\$0.00	\$3,576.01	15%
Aquatics Facilities	Maintenance - Pool	\$85,300	\$3,108.12	\$4,319.02	\$6,017.68	\$3,677.65	\$3,539.64	\$1,251.34	\$11,121.38	\$2,739.81	\$35,774.64	42%
Aquatics Facilities	Maintenance - Building	\$54,700	\$2,448.21	\$4,602.06	\$2,647.04	\$1,448.02	\$4,031.43	\$2,715.87	\$8,853.54	\$1,204.18	\$27,950.35	51%
Aquatics Facilities	Payroll - Staff	\$726,000	\$22,490.05	\$25,901.12	\$24,956.42	\$17,712.91	\$12,707.98	\$33,928.72	\$17,408.74	\$11,923.90	\$167,029.84	23%
Aquatics Facilities	Payroll - Programming Staff	\$45,500	\$361.05	\$534.48	\$660.23	\$0.00	\$660.23	\$0.00	\$0.00	\$0.00	\$1,555.76	3%
Aquatics Facilities	Payroll - Swim Team	\$103,825	\$7,763.13	\$8,818.59	\$8,781.31	\$6,485.22	\$4,320.82	\$4,340.17	\$4,326.02	\$4,318.48	\$49,153.74	47%
Aquatics Facilities	SC-Utilities - Water	\$30,000	\$1,628.27	\$1,738.60	\$1,788.45	\$1,340.80	\$1,282.65	\$1,672.21	\$1,942.72	\$1,792.81	\$13,186.51	44%
Aquatics Facilities	Avana _Utilities-Water	\$3,000	\$282.65	\$931.27	\$631.30	\$540.40	\$273.62	\$252.46	\$1,685.80	\$767.71	\$5,365.21	179%
Aquatics Facilities	GR- Utilities - Water	\$4,000	\$200.96	\$164.51	\$171.82	\$152.86	\$176.17	\$181.10	\$257.40	\$210.52	\$1,515.34	38%
Aquatics Facilities	SC-Utilities - Electric	\$28,000	\$1,989.86	\$2,384.52	\$2,377.64	\$2,169.51	\$2,403.95	\$1,115.37	-\$482.61	\$1,805.90	\$13,764.14	49%
Aquatics Facilities	Avana - Utilities- Electric	\$12,000	\$667.02	\$137.08	\$131.04	\$682.17	\$762.30	\$799.39	\$772.52	\$793.52	\$4,745.04	40%
Aquatics Facilities	GR -Utilities-Electric	\$6,000	\$414.88	\$428.83	\$446.50	\$411.70	\$409.55	\$392.61	\$388.68	\$404.43	\$3,297.18	55%
Aquatics Facilities	Utilities - Natural Gas	\$34,000	\$3,129.24	\$3,070.96	\$3,251.19	\$1,323.46	\$331.22	\$333.50	\$336.74	\$335.10	\$12,111.41	36%
Aquatics Facilities	SC-Utilities - Telephone/Internet	\$11,000	\$169.86	\$516.05	\$1,381.22	\$526.77	\$969.23	\$195.45	\$933.30	\$547.92	\$5,239.80	48%
Aquatics Facilities	Avana - Telephone/Internet	\$4,000	\$170.96	\$430.84	\$291.08	\$300.12	\$290.17	\$189.50	\$190.71	\$198.57	\$2,061.95	52%
Aquatics Facilities	GR- Telephone/Internet	\$4,000	\$202.32	\$192.13	\$192.32	\$191.70	\$191.46	\$201.21	\$194.94	\$195.97	\$1,562.05	39%
Aquatic Facilities Total		\$1,320,825	\$54,007.27	\$59,631.09	\$61,180.63	\$43,684.84	\$44,816.61	\$60,507.40	\$56,029.29	\$33,214.69	\$413,071.82	31%
Circle C Community Center	Utilities - Water	\$35,000	\$2,628.03	\$1,584.82	\$324.50	\$328.89	\$333.24	\$487.68	\$401.90	\$1,976.52	\$8,065.58	23%
Circle C Community Center	Utilities - Electric	\$22,000	\$15.00	\$1,494.66	\$1,498.29	\$1,451.20	\$1,324.45	\$1,302.73	\$1,404.99	\$1,565.94	\$10,057.26	46%
Circle C Community Center	Utilities - Telephone/Internet	\$9,600	\$650.37	\$650.37	\$650.37	\$650.37	\$661.90	\$661.90	\$660.66	\$660.66	\$5,246.60	55%
Circle C Community Ctr	Events Payroll	\$6,000	\$722.42	\$1,236.11	\$1,000.73	\$1,278.40	\$525.20	\$87.00	\$0.00	\$0.00	\$4,849.86	81%
Circle C Community Center	Furniture	\$2,000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
Circle C Community Center	Maintenance - Building	\$47,000	\$3,405.24	\$2,949.50	\$2,694.06	\$1,605.35	\$2,451.23	\$1,383.98	\$1,699.51	\$2,396.62	\$18,585.49	40%
Circle C Community Ctr Total		\$121,600	\$7,421.06	\$7,915.46	\$6,167.95	\$5,314.21	\$5,296.02	\$3,923.29	\$4,167.06	\$6,599.74	\$46,804.79	38%
Maintenance Operations	Office Supplies	\$1,500	\$0.00	\$99.55	\$0.00	\$0.00	\$0.00	\$61.79	\$0.00	\$0.00	\$161.34	11%
Maintenance Operations	Employee Education	\$1,200	\$135.00	\$135.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$270.00	23%
Maintenance Operations	Uniforms	\$1,800	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$552.08	\$0.00	\$0.00	\$552.08	31%
Maintenance Operations	Staff Recruitment	\$300	\$35.00	\$70.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$105.00	35%
Maintenance Operations	Safety Equip/Supplies	\$900	\$334.33	\$334.33	\$0.00	\$62.76	\$0.00	\$0.00	\$0.00	\$0.00	\$731.42	81%
Maintenance Operations	Maintenance Payroll	\$180,000	\$13,346.48	\$26,692.96	\$13,346.48	\$20,019.72	\$13,346.48	\$13,346.48	\$13,346.48	\$13,346.48	\$126,791.56	70%
Maintenance Operations	Pool Tech	\$72,000	\$3,335.00	\$5,807.25	\$3,121.96	\$4,462.64	\$2,980.36	\$3,973.20	\$3,339.84	\$3,000.00	\$30,020.25	42%
Maintenance Operations	Payroll Taxes	\$15,000	\$1,262.55	\$2,473.98	\$1,135.05	\$1,571.16	\$1,038.58	\$1,103.01	\$1,055.89	\$1,030.79	\$10,671.01	71%
Maintenance Operations	Computer/Software	\$1,000	\$0.00	\$128.00	\$227.30	\$0.00	\$27.05	\$0.00	\$0.00	\$0.00	\$382.35	38%
Maintenance Operations	Tools/Supplies	\$5,000	\$0.00	\$550.98	\$0.00	\$302.39	\$567.70	\$378.06	\$107.83	\$0.00	\$1,906.96	38%
Maintenance Operations	Office Furniture	\$700	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
Maintenance Operations Total		\$279,400	\$18,448.36	\$36,292.05	\$17,830.79	\$26,418.67	\$17,960.17	\$19,414.62	\$17,850.04	\$17,377.27	\$171,591.97	61%
HOA Operations	Office Supplies	\$9,000	\$2,458.77	\$180.68	\$0.00	\$48.69	\$600.68	\$2,426.38	\$852.28	\$10.74	\$6,578.22	73%
HOA Operations	Equip & Maintenance	\$15,000	\$152.30	\$533.87	\$1,798.77	\$1,096.23	\$294.15	\$56.41	\$337.83	\$534.61	\$4,804.17	32%
HOA Operations	HOA Owned Vehicle Expense	\$8,000	\$267.52	\$139.33	\$89.28	\$230.01	\$136.58	\$154.74	\$77.74	\$19.70	\$1,114.90	14%
HOA Operations	Postage	\$16,000	\$3,749.90	\$2,148.07	\$180.60	\$39.60	\$889.75	\$3,462.30	\$4,479.65	\$505.05	\$15,454.92	97%
HOA Operations	Web Operations	\$3,000	\$20.47	\$750.47	\$199.98	\$20.47	\$60.00	\$37.74	\$95.47	\$20.47	\$1,205.07	40%
HOA Operations	Printing	\$2,000	\$592.34	\$0.00	\$0.00	\$0.00	\$0.00	\$171.79	\$220.27	\$0.00	\$984.40	49%
HOA Operations	HOA Meetings	\$5,000	\$672.34	\$0.00	\$116.70	\$31.96	\$138.55	\$982.22	\$133.22	\$133.22	\$2,208.21	44%
HOA Operations	Deed Restrictions	\$5,000	\$708.56	\$0.00	\$60.00	\$708.56	\$0.00	\$0.00	\$708.56	\$0.00	\$2,185.68	44%
HOA Operations	HOA Special Events	\$30,000	\$9,997.93	\$970.88	-\$1,357.21	\$2,250.00	\$0.00	\$0.00	\$0.00	\$0.00	\$11,861.60	40%
HOA Operations	Professional Fees	\$2,000	\$0.00	\$0.00	\$1,750.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,750.00	88%
HOA Operations Total		\$95,000	\$18,620.13	\$4,723.30	\$2,838.12	\$4,425.52	\$2,119.71	\$7,291.58	\$6,905.02	\$1,223.79	\$48,147.17	51%
Financial Management	Management Services	\$112,000	\$9,314.25	\$9,383.27	\$9,420.39	\$9,365.87	\$9,314.25	\$9,614.25	\$9,635.13	\$9,774.33	\$75,821.74	68%
Financial Management	Resale Certificate	\$16,250	\$800.00	\$1,100.00	\$1,450.00	\$1,250.00	\$1,500.00	\$1,900.00	\$1,750.00	\$1,850.00	\$11,600.00	71%
Financial Management	Lien Filing Administrative Fees	\$1,000	\$208.00	\$212.00	\$156.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$576.00	58%

Circle C Aquatics

August 2020

**Modified
Operations**

**Closed
Jul 1 - Sep 2**

Facility Usage	<i>Resident Entries</i>	<i>Guest Entries</i>	<i>Total Entries</i>
Swim Center	0	0	0
Community Center	0	0	0
Avaña	0	0	0
Greyrock	0	0	0
Totals	0	0	0

Member Stats	<i>Households</i>	<i>Individuals</i>	<i>Average / Household</i>
Homeowners	5,234	16,771	3.20
Renters	404	1,511	3.74
Totals	5,638	18,282	3.24

Revenue	
Programs	\$ 0
Swim Team	\$ 930
Guest Fees	\$ 0
Area Reservations	\$ 0
Facility Rentals	\$ 0
Lane Rentals	\$ 0

Program Enrollment	
Select Swim Team	63
Masters	6
Group Swim Lessons	0
Private Swim Lessons	0
Water Aerobics	0
Lifeguard Certification	0
Water Safety Instructor	0
Scout Swim Tests	0

Private Rentals	
Swim Center	0
Community Center	0
Avaña	0
Greyrock	0
Totals	0

Area Reservations	
Swim Center	0
Community Center	0
Avaña	0
Greyrock	0
Totals	0

Special Events	
Lane Rentals	
Food Trailer Night	
Dive-In Movie	

Incidents/Injuries

Incident Types	YTD				Aug-20			
	SC	CC	AV	GR	SC	CC	AV	GR
<i>Water Rescue Incident</i>	0	0	0	0	0			
<i>First Aid Incident</i>	0	0	0	0	0			
<i>Sudden Illness Incident</i>	0	0	0	0	0			
<i>Patron Behavior Incident</i>	3	0	0	0	0			
<i>Total</i>	3	0	0	0	0	0	0	0
	3				0			

Entry Data	SC	CC	AV	GR	SC	CC	AV	GR
<i>Resident Entries</i>	2,928	0	0	0	0			
<i>Guest/NonRes Entries</i>	105	0	0	0	0			
<i>Total Entries</i>	3,033	0	0	0	0	0	0	0
<i>Incidents / Entry</i>	0.10%							
<i>All Facilities</i>	3,033 0.10%				0			

Incident Data	SC	CC	AV	GR	SC	CC	AV	GR
<i>Suspensions / Expulsions</i>	0	0	0	0				
	0				0			
<i>Biohazard Cleanup</i>	0	0	0	0				
	0				0			
<i>EMS / 911 Calls</i>	0	0	0	0				
	0				0			

**Circle C Landscape
September, 2020**

**Circle C Landscape Board Report
September, 2020**

Weather

General: Hot weather, interrupted with cooler rains and cloudy days

Rainfall Total: Several rains, total 6 inches

Temperature: 73-97 degrees

Major Events: None

Maintenance Services

General: Mowing rotation, all areas

Mulching: Mulching throughout, Slaughter Lane Corridor, Wildflower Park, LaCrosse to Escarpment, ongoing

Treatments: Pre Emergent Weed Treatment Throughout, underway

Weeding: Beds weeded

Outlying Areas

Post office Areas: Checked and Cleaned

Community Center Pond: Cleaned and Checked

Irrigation:

All controllers on

Valve repairs, drip line repairs, solenoid repairs

Main Line, Lateral Line, head , bubbler and nozzle repairs

Hand watering

Upcoming:

Mulching

Outlying areas weedeating

Construction:

Construction Damage and Projects

Construction continues to be a major threat to the irrigation and commons areas.

**Circle C Landscape
September, 2020**

Slaughter/Escarpment, Mobility Corridor Improvements

LaCrosse/Escarpment, Mobility Corridor Improvements

Slaughter at Beckett to MoPac: No water in this area

Second median has no water due to construction

LaCrosse at Mopac: Continued construction and median damage

Avana: Continued construction of elementary school

Curb has been installed, area between sidewalk and curb on Escarpment
has been heavily damaged.

Trissino/Cricoli area damaged by light pole installation

Escarpment to the north, Fiber Optic Network installation

Greyrock: Assisted living and daycare under construction

Commons areas are affected

Wildflower Park: Damage to front area and medians, ongoing

Circle C HOA
Maintenance Report for Board Sept 2020
Prepared by Robert Bardeleben -Facilities Director

SWIM CENTER COMPOUND/Maintenance Offices

- Routine Maintenance has been completed
- Minor Equipment and Facility Repairs Made
- New pool heater installation is completed and they are functioning well.
- Repaired Short in Electric Receptacle in Guard Break Area
- Working on securing ideas and bids on wade pool repairs/renovations—slide changes, etc.
- Wade pool is winterized

COMMUNITY CENTER

- Routine inspections and maintenance have been completed

COMMUNITY CENTER POOL

- Routine cleaning and maintenance have been performed.
- Minor Repairs have been completed on equipment and facility.
- Winterized Facility

NEIGHBORHOOD

- Minor repairs have been completed as needed
- Increase in neighborhood graffiti/removal is addressed on a regular basis
- Replaced basketball goal rims at Swim Center Park

AVANA AMENITIES CENTER

- Routine Cleaning and Maintenance has been completed
- Minor repairs have been made
- Winterized Facility

GREY ROCK AMENITIES CENTER

- Routine Cleaning and Maintenance has been completed
- Minor repairs have been made
- Winterized Facility