

**CCHOA Board Meeting Agenda**  
**27 September 2023, 6:30pm**  
**Circle C Community Center via zoom**

- I. Roll Call
- II. Acceptance of Agenda
- III. Acceptance of August 30, 2023 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](mailto:info@circlecranch.info) at least a week before the meeting, in writing. Members will be given 3 minutes to address the board. The Board will send a reply through the HOA Office after the meeting.*
- 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, *Karen Hibpshman*
- VI. Discussion Items
  - a. 2023 Legislative Changes
  - b. The Board is considering amending the Bylaws
  - c. Short-Term Rental (STR)
  - d. Swimming Pools
  - e. Escarpment Loop
  - f. 2024 Draft Budget
- VII. Action Items
  - a. Texas Gas Easement & ROW Agreement
  - b. Pool Filters – in 2024 Draft Budget Proposal
  - c. Cafe
- VIII. Adjourn Public Meeting
- IX. Executive Session

**Attachments**

- 1. August 2023 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**  
**September 27, 2023**

1. The CCHOA Board of Directors convened on September 27, 2023, at the Community Center and via video conferencing (Zoom). Stephen Bega called the meeting to order at 6:36 p.m. In attendance were board members Stephen Bega, David Lachance, Joanne Kinzer, Paul Oveisi, and John LaBarge. Kimberly De La Garza was in attendance via Zoom. Mark Blanton was not present. CHOA Manager Karen Hibpshman (HOA Manager), Robert Bardeleben (Facilities Director) and Brody McKinley (Aquatics Director) were present.
2. Stephen presented the September 27, 2023 agenda. Karen let the board know that prior to the meeting she had corrected the date of the meeting on the agenda. The corrected agenda was sent out in the latest email. Paul motioned to accept the agenda as written. Joanne seconded the motion. All were in favor and the motion passed.
3. Stephen presented the August 30, 2023 Board of Directors Meeting Minutes. Joanne motioned to approve the minutes as written. John seconded the motion. All were in favor and the motion passed.
4. Stephen introduced the Homeowner Forum. No Homeowners signed up for the Homeowner Forum.
5. Karen provided 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 the 2023 Legislative changes. No action needed
10. The second discussion item was the Board is considering amending the Bylaws. The proposed Bylaw amendments will need to go on the Annual Meeting ballot to be voted on. The board will review and it will be an action item at the October board meeting
11. The third discussion item was Short-term Rental (STR). No action needed.
12. The fourth discussion item was Swimming Pools. The Board has scheduled a Pool Town Hall for October 11<sup>th</sup> at 6:30pm. Karen will send a draft agenda to the board and it will be posted on the website next week. The agenda will include SAYOR and extended hours. Homeowners are encouraged to sign-up to speak by October 6<sup>th</sup>. Karen will also reach out to Collins Hope to have them provide additional information.
13. The fifth discussion item is Escarpment Loop alternate proposal. The board will have a workshop to review.

14. The sixth discussion item was the 2024 Draft Budget. The board will have a workshop to work through the draft budgets.
15. The first action item was the Texas Gas Easement. Karen and Kimberly have been working with the attorney but at this time there is no additional information available. Joanne motioned to table this item. John seconded the motion. All were in favor and the motion passed.
16. The second action item was the Texas Gas Easement. Karen and Kimberly have been working with the attorney but at this time there is no additional information available. Paul motioned to table this item. Joanne seconded the motion. All were in favor and the motion passed.
17. The third action item was to Ratify the extended Fall Hours email vote. Stephen motioned to ratify the email vote on the extended Fall Hours vote that fell short of the needed votes. David seconded the motion. All were in favor and the motion passed. This did not negate the passing of the motion listed in #16 above.
18. The fourth action item was CCN Project budget adjustment. Paul motioned to table this item. John seconded the motion. All were in favor and the motion passed.
19. Joanne motioned to adjourn the Public Meeting at 9:18 pm. David seconded the motion. All were in favor and the motion passed.
20. The board went into executive session at 9:22pm to discuss HR. No votes or action taken. The board left executive session at 9:38pm

**Circle C Homeowners Association  
 Manager's Report  
 August 28, 2023 – September 22, 2023**

**Violation Report  
 August 28, 2023 – September 22, 2023**

	July 26 – Aug 25, 2023	Aug 28 – Sept 22, 2023	Percentage of Total Violations	% Change		July 26 - Aug 26, 2022	Aug 29- Sept 26, 2022	Percentage of Total Violations	% Change
<b>Total Violations:</b>	<b>320</b>	<b>296</b>		<b>-7.50%</b>		<b>208</b>	<b>114</b>		<b>-45.19%</b>
Rubbish/Debris	86	49	16.55%	-43.02%		32	9	7.89%	-71.88%
Front Yard Maintenance	120	158	53.38%	31.67%		82	43	37.72%	-47.56%
Architectural	11	11	3.72%	0.00%		40	14	12.28%	-65.00%
Vehicle Storage	16	9	3.04%	-43.75%		3	7	6.14%	133.33%
Repair of Exterior Damages	25	15	5.07%	-40.00%		9	22	19.30%	144.44%
Exterior Lighting	6	1	0.34%	-83.33%		11	3	2.63%	-72.73%
Driveway	2	10	3.38%	400.00%		0	0	0.00%	0.00%
Fencing	1	2	0.68%	100.00%		3	4	3.51%	33.33%
Use Limitations	0	0	0.34%	0.00%		17	7	6.14%	-58.82%
Recreational Equipment	33	33	11.15%	0.00%		0	0	0.00%	0.00%
Offensive Activities	0	0	0.00%	0.00%		2	3	2.63%	50.00%
Common Properties	0	0	0.34%	0.00%		0	0	0.00%	0.00%
Maintenance	10	5	1.69%	-50.00%		8	2	1.75%	-75.00%
Abutting Landscaping	0	0	0.00%	0.00%		1	0	0.00%	0.00%

296 Violations by Stage								114 Violations by Stage	
Stage 1/Cooperative Letters	275	252	85.93%	-8.36%		155	79	28.95%	-49.03%
Stage 2 Letters	36	38	11.25%	5.56%		40	24	41.32%	-40.00%
Stage 3 Letters	8	6	2.5%	-25.00%		13	11	28.07%	-15.38%
Stage O	1	1	0.31%	0.00%		0	0	0.00%	0.00%

296 Violation Updates/Creates								114 Violation Updates/Creates	
On Hold	0	0	0.00%	0.00%		7	1	0.88%	-85.71%
Closed	143	85	28.72%	-40.56%		92	33	28.95%	-178.79%
New	98	178	60.14%	81.63%		49	47	41.32%	-4.08%
Escalated	17	28	9.46%	64.71%		57	32	28.07%	-43.86%
Re-Opened	5	5	1.69%	0.00%		3	1	0.88%	-66.67%
Attorney	0	0	0.00%	0.00%		0	0	0.00%	0.00%

### Administration

25 New Homeowner Packets mailed August 21<sup>st</sup> – September 15<sup>th</sup>.

### Financial

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

### Upcoming Special Events

Farmers Market return on Friday afternoons

Oct 11<sup>th</sup> – Pool Town Hall

Oct 21<sup>st</sup> - Community Wide Garage Sale

Oct 30<sup>th</sup> - Food Trailer Night (Boo Bash)

Oct 25<sup>th</sup> – Oct Board Meeting

Nov 1<sup>st</sup> – Candidate Questionnaire – we will start looking for Board candidates for the 2024 Election. There will be two positions open.

Nov 7<sup>th</sup> – General Election – CCCC is a voting location

### **Project/Updates**

- Billing for the 2<sup>nd</sup> half of the commercial billing was sent September 11, 2023 for \$54,500.00
- Billing for the 2<sup>nd</sup> half of the Coves of Circle C was sent on September 11, 2023 for \$9,064.56.
- Billing for the 2<sup>nd</sup> half of The Rowell HOA was sent on September 13, 2013 for \$56,369.28
- There are still issues from the Verizon project that are still being repaired. Irrigation wiring is still an issue and not 100%.
- We have partnered with the City of Austin for a “Varsity Program” (55+) at the Community Center on Monday, Wednesday and Friday mornings. They are working on getting me a monthly calendar to publish on trips and events are being planned.
- The city will start the remaining part of the corridor project. I am continuing to work with the corridor folks and the shared Use Path project from Barstow to MoPac and the start date was delayed due to permitting issues. From the new plans, it appears that they will be pinching down the sidewalk around trees and also utility boxes. In locations where we need a sleeve under the sidewalk, we will provide the sleeves to ensure we are able to access the irrigation. The intersection at Escarpment/Slaughter, they are bidding out the project Oct 2023? Construction could start February 2024. They will be installing a pond in the southeast corner of Slaughter/Escarpment for this project and the entrance will be off of Slaughter Lane.
- Received an email the USPS is no longer taking responsibility for any of the Cluster Box Units (CBU). This includes repair and replacement. For repairs, we will have to coordinate with the USPS for them to open the boxes, empty them of mail and once repairs are done, the USPS will resecure the mailboxes. The same will be for the replacement of any CBU’s.
- 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**

2023 Capital Budget Projects include:

SC – Pool. Covers	Completed
SC – Lane Lines	Completed 4/25/23
SC – Lounge Chairs	Completed 3/31/23
SC – Benches/Tables	Received 9/6/23 – still need to assemble
CC – Lounge Chairs	Completed 3/31/23
CC- Refinish Splash Pad Features \$4,500 from 2022 Budget	Completed 4/15/23
Splash Pad Surface/Bollard Repair	Completed 4/15/23
CC-Replace Rails/Repair Decking	Expected Completion 10/20/23
SC – AC Replacement	Completed 1/11/23
CC – Replace Grinder Pumps	Completed 4/10/23
Node Clock Replacement	Completed in May
Rock Work	Not Started
Plant Replacement	
Escarpment Project	Working on some alternatives that will be more affordable
CCN Improvement	They are currently potholing along Barstow to locate all the utilities and gas lines. Contractor is in touch daily

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

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

# 2023 CCHOA INCOME BUDGET

Category	Subcategory	2023 Budget	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Totals	%
Homeowner Income	Homeowner Dues	\$4,470,000	\$29,483.04	\$1,168,979.37	\$670,704.38	\$122,908.45	\$244,432.75	\$94,741.60	\$1,315,946.25	\$549,350.33	\$4,196,546.17	94%
Homeowner Income	Resale Certificates	\$30,075	\$2,700.00	\$2,925.00	\$4,725.00	\$4,725.00	\$4,725.00	\$5,850.00	\$5,175.00	\$2,925.00	\$33,750.00	112%
Homeowner Income	Transfer Fees I0come	\$55,125	\$1,400.00	\$1,925.00	\$2,800.00	\$2,625.00	\$4,375.00	\$4,375.00	\$4,200.00	\$4,318.00	\$26,018.00	47%
Homeowner Income	Late Fees Collected	\$25,000	\$616.49	\$2,385.58	\$1,157.08	\$2,164.20	\$7,477.31	\$4,108.02	\$2,826.68	\$968.85	\$21,704.21	87%
Homeowner Income	Lien Admin Fees Income	\$420	\$14.00	\$276.00	\$327.46	\$276.00	\$138.00	\$125.00	\$69.00	\$0.00	\$1,225.46	292%
Homeowner Income	Filing Fee Income	\$1,680	\$56.00	\$241.54	\$280.00	\$340.97	\$120.03	\$280.00	\$56.00	\$0.00	\$1,374.54	82%
Homeowner Income	NSF Charges	\$50	\$0.00	\$0.00	\$0.00	\$25.00	\$0.00	\$0.00	\$0.00	\$25.00	\$50.00	100%
<b>Homeowner Income Total</b>		<b>\$4,582,350</b>	<b>\$34,269.53</b>	<b>\$1,176,732.49</b>	<b>\$679,993.92</b>	<b>\$133,064.62</b>	<b>\$261,268.09</b>	<b>\$109,479.62</b>	<b>\$1,328,272.93</b>	<b>\$557,587.18</b>	<b>\$4,280,668.38</b>	93%
Architectural Review Incom	Architectural Review I0come	\$10,000	\$1,140.00	\$960.00	\$1,215.00	\$940.00	\$955.00	\$1,240.00	\$760.00	\$905.00	\$8,115.00	81%
<b>Architectural Review I0come Total</b>		<b>\$10,000</b>	<b>\$1,140.00</b>	<b>\$960.00</b>	<b>\$1,215.00</b>	<b>\$940.00</b>	<b>\$955.00</b>	<b>\$1,240.00</b>	<b>\$760.00</b>	<b>\$905.00</b>	<b>\$8,115.00</b>	81%
Rental Income	Office Rent	\$9,000	\$0.00	\$1,834.11	\$0.00	\$0.00	\$1,834.11	\$0.00	\$0.00	\$1,834.11	\$5,502.33	61%
Rental Income	Grill Rent	\$6,600	\$1,100.00	\$351.05	\$0.00	\$1,575.90	\$0.00	\$0.00	\$1,050.60	\$0.00	\$4,077.55	62%
<b>Rental Income Total</b>		<b>\$15,600</b>	<b>\$1,100.00</b>	<b>\$2,185.16</b>	<b>\$0.00</b>	<b>\$1,575.90</b>	<b>\$1,834.11</b>	<b>\$0.00</b>	<b>\$1,050.60</b>	<b>\$1,834.11</b>	<b>\$9,579.88</b>	61%
Aquatics Income	Pool Programs	\$60,000	\$2,112.00	\$3,288.50	\$6,744.00	\$9,018.00	\$19,398.50	\$18,056.17	\$8,826.50	\$4,818.45	\$72,262.12	120%
Aquatics Income	Pool Programs - Swim Team	\$136,500	\$15,390.00	\$15,195.00	\$14,607.50	\$16,430.50	\$18,036.11	\$10,528.00	\$8,640.00	\$21,424.00	\$120,251.11	88%
Aquatics Income	Facility Income	\$35,000	\$5,139.34	\$8,967.80	\$1,012.00	\$9,617.00	\$7,850.50	\$9,377.93	\$5,970.00	\$2,875.00	\$50,809.57	145%
<b>Aquatics Income Total</b>		<b>\$231,500</b>	<b>\$22,641.34</b>	<b>\$27,451.30</b>	<b>\$22,363.50</b>	<b>\$35,065.50</b>	<b>\$45,285.11</b>	<b>\$37,962.10</b>	<b>\$23,436.50</b>	<b>\$29,117.45</b>	<b>\$243,322.80</b>	105%
CCCC Income	CCCC Facility Rentals	\$50,000	\$7,300.00	\$6,207.50	\$9,020.00	\$4,413.75	\$11,243.50	\$9,648.75	\$9,142.50	\$8,835.00	\$65,811.00	132%
<b>CCCC Income Total</b>		<b>\$50,000</b>	<b>\$7,300.00</b>	<b>\$6,207.50</b>	<b>\$9,020.00</b>	<b>\$4,413.75</b>	<b>\$11,243.50</b>	<b>\$9,648.75</b>	<b>\$9,142.50</b>	<b>\$8,835.00</b>	<b>\$65,811.00</b>	132%
Landscape Reimbursements	Stratus Reimb	\$109,000	\$0.00	\$0.00	\$0.00	\$54,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$54,500.00	50%
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%
<b>Landscape Reimbursements Total</b>		<b>\$126,600</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$54,500.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$54,500.00</b>	43%
Credit Card Rewards		\$0	\$0.00	\$0.00	\$7,500.00	\$2,000.00	\$0.00	\$0.00	\$500.00	\$0.00	\$10,000.00	#DIV/0!
Miscellaneous	Interest Income	\$15,000	\$5,421.11	\$12,182.71	\$7,360.93	\$12,462.50	\$8,698.79	\$7,870.62	\$14,867.48	\$9,003.88	\$77,868.02	519%
Miscellaneous	Sales Tax Discount	\$0	\$0.30	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.30	
<b>Miscellaneous Total</b>		<b>\$15,000</b>	<b>\$5,421.41</b>	<b>\$12,182.71</b>	<b>\$14,860.93</b>	<b>\$14,462.50</b>	<b>\$8,698.79</b>	<b>\$7,870.62</b>	<b>\$15,367.48</b>	<b>\$9,003.88</b>	<b>\$87,868.32</b>	586%
Cove @ CC Reimbursement	Cove @ Circle C HOA	\$15,000	\$0.00	\$0.00	\$0.00	\$0.00	\$9,007.05	\$0.00	\$0.00	\$0.00	\$9,007.05	60%
Rowell Reimbursement	The Rowell HOA	\$110,000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$55,897.12	\$0.00	\$0.00	\$55,897.12	51%
<b>Rimbersement Total</b>		<b>\$125,000</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$9,007.05</b>	<b>\$55,897.12</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$64,904.17</b>	52%
<b>Grand Total</b>		<b>\$5,156,050.00</b>	<b>\$71,872.28</b>	<b>\$1,225,719.16</b>	<b>\$727,453.35</b>	<b>\$244,022.27</b>	<b>\$338,291.65</b>	<b>\$222,098.21</b>	<b>\$1,378,030.01</b>	<b>\$607,282.62</b>	<b>\$4,814,769.55</b>	93%

## 2023 CCHOA EXPENSE BUDGET

Category	Subcategory	2023 Budget	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Totals	%
Commons Area Services	Contract Landscape Contract	\$1,510,634	\$125,888.25	\$125,888.25	\$125,888.25	\$125,888.25	\$125,888.25	\$125,888.25	\$125,888.25	\$125,888.25	\$1,007,106.00	67%
Commons Area Services	Contract Landscape SC	\$38,606	\$3,217.25	\$3,217.25	\$3,217.25	\$3,217.25	\$3,217.25	\$3,217.25	\$3,217.25	\$3,217.25	\$25,738.00	67%
Commons Area Services	Contract Landscape CCCC	\$38,606	\$3,217.25	\$3,217.25	\$3,217.25	\$3,217.25	\$3,217.25	\$3,217.25	\$3,217.25	\$3,217.25	\$25,738.00	67%
Commons Area Services	Contract Landscape AV	\$27,376	\$2,281.41	\$2,281.47	\$2,281.47	\$2,281.47	\$2,281.47	\$2,281.47	\$2,281.47	\$2,281.47	\$18,251.70	67%
Common Area Services	Contract Landscape GR	\$27,376	\$2,281.41	\$2,281.41	\$2,281.41	\$2,281.41	\$2,281.41	\$2,281.41	\$2,281.41	\$2,281.41	\$18,251.28	67%
Common Area Services	Common Area Holiday Lighti	\$53,116	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
Commons Area Services	Landscape Repairs	\$140,000	\$6,708.00	\$19,749.20	\$11,773.26	\$12,324.19	\$10,185.84	\$11,407.94	\$16,770.59	-\$2,098.77	\$86,820.25	62%
Commons Area Services	Landscape Water Utilities	\$255,000	\$7,269.44	\$6,474.85	\$5,096.10	\$6,736.68	\$7,303.89	\$17,436.14	\$36,435.38	\$70,355.05	\$157,107.53	62%
Commons Area Services	COA Water Utility Complianc	\$8,000	\$6,014.18	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$750.00	\$6,764.18	85%
Common Area Services	Landscape Electric Utilities	\$36,000	\$3,234.98	\$2,847.78	\$3,007.38	\$2,932.14	\$3,189.85	\$3,177.11	\$3,052.01	\$2,104.61	\$23,545.86	65%
Common Area Services	Tree Care	\$75,000	\$0.00	\$1,426.19	\$0.00	\$0.00	\$18,471.40	\$7,730.00	\$6,780.00	\$9,551.31	\$43,958.90	59%
Commons Area Services	Fence Repairs & Maint	\$8,000	\$0.00	\$0.00	\$196.10	\$0.00	\$0.00	\$0.00	\$0.00	\$250.00	\$446.10	6%
Commons Area Services	Electrical Repairs & Maint	\$12,000	\$476.30	\$421.53	\$3,241.63	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,139.46	34%

Common Area Services	Neighborhood Maint & Repa	\$24,000	\$60.56	\$716.50	\$10,772.05	\$3,358.97	\$0.00	\$494.12	\$420.45	\$1,800.00	\$17,622.65	73%
Common Area Services	Non Contract Landscape - St	\$20,000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8,934.84	\$0.00	\$0.00	\$8,934.84	45%
<b>Commons Area Services Total</b>		<b>\$2,273,714</b>	<b>\$160,649.03</b>	<b>\$168,521.68</b>	<b>\$170,972.15</b>	<b>\$162,237.61</b>	<b>\$176,036.61</b>	<b>\$186,065.78</b>	<b>\$200,344.06</b>	<b>\$219,597.83</b>	<b>\$1,444,424.75</b>	64%
Aquatics Facilities	Administrative	\$65,000	\$4,047.24	\$6,586.28	\$5,326.70	\$4,072.18	\$5,242.50	\$4,208.85	\$5,006.68	\$2,672.10	\$37,162.53	57%
Aquatics Facilities	Supplies - Pool	\$27,500	\$2,594.02	\$1,716.95	\$1,025.45	\$725.51	\$546.83	\$597.26	\$2,324.07	\$0.00	\$9,530.09	35%
Aquatics Facilities	Supplies - Chemicals	\$95,000	\$2,445.38	\$6,051.40	\$4,026.74	\$7,491.53	\$7,104.19	\$7,188.21	\$11,537.44	\$7,472.27	\$53,317.16	56%
Aquatics Facilities	Supplies & Fees - Swim Team	\$19,000	\$3,463.40	-\$407.38	\$911.25	\$1,959.53	\$1,023.28	\$216.91	\$1,385.11	\$701.34	\$9,253.44	49%
Aquatics Facilities	Maintenance - Pool	\$125,400	\$8,778.12	\$10,038.92	\$15,705.32	\$5,256.23	\$15,056.10	\$4,062.27	\$11,921.23	\$9,494.23	\$80,312.42	64%
Aquatics Facilities	Maintenance - Building	\$86,200	\$4,276.02	\$7,208.57	\$8,431.71	\$4,683.19	\$3,897.71	\$4,608.36	\$10,181.98	\$5,205.99	\$48,493.53	56%
Aquatics Facilities	Payroll - Staff	\$954,650	\$31,482.30	\$40,240.79	\$83,053.03	\$60,435.18	\$89,979.95	\$163,321.86	\$194,480.56	\$223,626.26	\$886,619.93	93%
Aquatics Facilities	Payroll - Programming Staff	\$49,950	\$77.86	\$401.31	\$1,388.39	\$1,900.26	\$3,243.34	\$4,779.56	\$6,610.51	\$6,389.63	\$24,790.86	50%
Aquatics Facilities	Payroll - Swim Team	\$144,600	\$7,751.24	\$8,283.88	\$14,134.96	\$9,659.53	\$9,902.59	\$7,945.09	\$7,883.42	\$10,209.10	\$75,769.81	52%
Aquatics Facilities	SC-Uilities - Water	\$30,000	\$1,951.17	\$2,180.04	\$2,048.06	\$2,267.57	\$2,100.09	\$2,074.23	\$2,546.51	\$2,865.89	\$18,033.56	60%
Aquatics Facilities	Avana _Utilities-Water	\$9,000	\$100.85	\$685.84	\$431.32	\$100.85	\$815.25	\$175.72	\$240.61	\$1,187.94	\$3,738.38	42%
Aquatics Facilities	GR- Utilities - Water	\$4,500	\$160.37	\$231.10	\$180.13	\$197.61	\$924.64	\$159.73	\$246.27	\$336.03	\$2,435.88	54%
Aquatics Facilities	SC-Uilities - Electric	\$33,000	\$1,891.51	\$1,948.76	\$2,089.23	\$1,620.51	\$2,162.59	\$2,248.58	\$1,756.28	\$2,597.98	\$16,315.44	49%
Aquatics Facilities	Avana - Utilities- Electric	\$16,000	\$643.00	\$469.85	\$818.17	\$645.68	\$873.64	\$926.91	\$1,035.58	\$974.14	\$6,386.97	40%
Aquatics Facilities	GR -Utilities-Electric	\$9,000	\$478.68	\$528.22	\$456.72	\$448.23	\$461.41	\$438.65	\$494.32	\$529.46	\$3,835.69	43%
Aquatics Facilities	Utilities - Natural Gas	\$52,000	\$5,493.65	\$8,921.80	-\$508.92	\$1,012.89	\$1,486.76	\$744.87	\$149.21	\$363.58	\$17,663.84	34%
Aquatics Facilities	SC-Uilities - Telephone/Inte	\$15,000	\$575.53	\$575.53	\$580.55	\$580.55	\$580.55	\$580.55	\$580.55	\$1,507.65	\$5,561.46	37%
Aquatics Facilities	Avana - Telephone/Internet	\$5,000	\$261.67	\$262.37	\$976.94	\$261.41	\$260.84	\$261.03	\$261.36	\$248.57	\$2,794.19	56%
Aquatics Facilities	GR- Telephone/Internet	\$5,000	\$282.08	\$269.02	\$973.58	\$258.06	\$257.49	\$262.68	\$263.01	\$292.52	\$2,858.44	57%
<b>Aquatic Facilities Total</b>		<b>\$1,745,800</b>	<b>\$76,754.09</b>	<b>\$96,193.25</b>	<b>\$142,049.33</b>	<b>\$103,576.50</b>	<b>\$145,919.75</b>	<b>\$204,801.32</b>	<b>\$258,904.70</b>	<b>\$276,674.68</b>	<b>\$1,304,873.62</b>	75%
Circle C Community Center	Utilities - Water	\$27,000	\$344.53	\$387.88	\$357.30	\$497.18	\$491.35	\$604.99	\$927.69	\$1,219.39	\$4,830.31	18%
Circle C Community Center	Utilities - Electric	\$26,000	\$1,581.99	\$984.20	\$1,688.36	\$1,426.23	\$1,502.96	\$1,729.11	\$2,178.79	\$2,562.67	\$13,654.31	53%
Circle C Community Center	Utilities - Telephone/Interne	\$9,000	\$676.63	\$676.64	\$685.00	\$685.00	\$685.00	\$685.00	\$685.00	\$685.00	\$5,463.27	61%
Circle C Community Ctr	Events Payroll	\$8,500	\$275.96	\$505.96	\$1,069.22	\$590.42	\$780.33	\$830.96	\$359.08	\$885.27	\$5,297.20	62%
Circle C Community Center	Maintenance - Building	\$61,500	\$1,628.51	\$3,779.56	\$2,235.40	\$2,269.60	\$2,080.79	\$3,076.21	\$4,092.25	\$1,897.36	\$21,059.68	34%
<b>Circle C Community Ctr Total</b>		<b>\$132,000</b>	<b>\$4,507.62</b>	<b>\$6,334.24</b>	<b>\$6,035.28</b>	<b>\$5,468.43</b>	<b>\$5,540.43</b>	<b>\$6,926.27</b>	<b>\$8,242.81</b>	<b>\$7,249.69</b>	<b>\$50,304.77</b>	38%
Maintenance Operations	Office Supplies	\$1,200	\$150.47	\$0.00	\$0.00	\$138.56	\$0.00	\$0.00	\$127.98	\$415.09	\$832.10	69%
Maintenance Operations	Employee Education	\$1,200	\$215.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$215.00	18%
Maintenance Operations	Uniforms	\$1,800	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
Maintenance Operations	Staff Recruitment	\$300	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
Maintenance Operations	Safety Equip/Supplies	\$1,400	\$0.00	\$110.64	\$38.94	\$0.00	\$273.69	\$0.00	\$0.00	\$151.93	\$575.20	41%
Maintenance Operations	Maintenance Payroll	\$225,000	\$15,897.88	\$15,897.88	\$23,846.82	\$15,897.88	\$15,897.88	\$15,897.88	\$15,897.88	\$23,846.82	\$143,080.92	64%
Maintenance Operations	Pool Tech	\$95,000	\$4,197.70	\$4,197.70	\$6,296.55	\$4,197.70	\$4,884.45	\$5,128.95	\$5,085.45	\$7,662.80	\$41,651.30	44%
Maintenance Operations	Payroll Taxes	\$20,000	\$1,784.58	\$952.05	\$1,916.60	\$1,276.73	\$1,286.27	\$1,305.55	\$1,305.22	\$1,931.83	\$11,758.83	59%
Maintenance Operations	Computer/Software	\$1,400	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,428.63	\$1,428.63	102%
Maintenance Operations	Tools/Supplies	\$5,000	\$556.56	\$1,488.02	\$20.00	\$96.14	\$86.57	\$1,164.72	\$0.00	\$405.90	\$3,817.91	76%
Maintenance Operations	Office Furniture	\$600	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
<b>Maintenance Operations Total</b>		<b>\$352,900</b>	<b>\$22,802.19</b>	<b>\$22,646.29</b>	<b>\$32,118.91</b>	<b>\$21,607.01</b>	<b>\$22,428.86</b>	<b>\$23,497.10</b>	<b>\$22,416.53</b>	<b>\$35,843.00</b>	<b>\$203,359.89</b>	58%
HOA Operations	Office Supplies	\$9,000	\$457.23	\$44.82	\$764.17	\$178.71	\$88.76	\$1,139.27	\$941.96	\$336.86	\$3,951.78	44%
HOA Operations	Equip & Maintenance	\$18,000	\$341.27	\$437.11	\$366.66	\$1,363.70	\$131.84	\$229.63	\$68.20	\$219.99	\$3,158.40	18%
HOA Operations	HOA Owned Vehicle Expense	\$8,000	\$426.31	\$1,643.54	-\$3,805.69	\$4,580.88	\$173.50	\$159.20	\$152.95	\$101.87	\$3,432.56	43%
HOA Operations	Postage	\$20,000	\$2,993.37	\$2,136.36	\$572.51	\$858.45	\$410.55	\$7,976.82	\$2,196.53	\$342.16	\$17,486.75	87%
HOA Operations	Web Operations	\$3,000	\$69.79	\$1,071.11	\$305.30	\$193.81	\$38.40	\$738.63	\$166.32	\$38.40	\$2,621.76	87%
HOA Operations	Printing	\$5,000	\$2,400.03	\$144.38	\$0.00	\$0.00	\$0.00	\$2,795.90	\$123.58	\$0.00	\$5,463.89	109%
HOA Operations	HOA Meetings	\$5,000	\$2,988.31	\$127.92	\$445.48	\$127.92	\$297.47	\$0.00	\$127.92	\$128.58	\$4,243.60	85%
HOA Operations	Deed Restrictions	\$5,000	\$719.45	\$0.00	\$0.00	\$719.45	\$0.00	\$0.00	\$719.45	\$0.00	\$2,158.35	43%
HOA Operations	HOA Special Events	\$45,000	\$0.00	\$2,073.53	\$4,469.45	\$3,167.95	\$4,277.67	\$2,720.77	\$0.00	\$0.00	\$16,709.37	37%
HOA Operations	Professional Fees	\$2,000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,307.43	\$55.48	\$0.00	\$0.00	0%
HOA Operations	Reserve Study Update	\$5,500	\$2,675.00	\$0.00	\$0.00	\$2,675.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,350.00	97%
<b>HOA Operations Total</b>		<b>\$125,500</b>	<b>\$13,070.76</b>	<b>\$7,678.77</b>	<b>\$3,117.88</b>	<b>\$13,865.87</b>	<b>\$5,418.19</b>	<b>\$15,760.22</b>	<b>\$5,804.34</b>	<b>\$1,223.34</b>	<b>\$65,939.37</b>	53%
Financial Management	Management Services	\$115,000	\$9,276.30	\$9,276.30	\$9,276.30	\$9,276.30	\$9,276.30	\$9,276.30	\$9,276.30	\$9,276.30	\$74,210.40	65%
Financial Management	Resale Certificate	\$13,350	\$450.00	\$850.00	\$650.00	\$1,100.00	\$1,150.00	\$1,200.00	\$1,050.00	\$1,000.00	\$7,450.00	56%
Financial Management	Lien Filing Administrative Fee	\$4,500	\$840.00	\$1,400.00	\$104.00	\$156.00	\$104.00	\$0.00	\$156.00	\$26.00	\$2,786.00	62%

Financial Management	Bank Fees	\$40,000	\$2,982.49	\$2,178.25	\$12,103.42	\$9,155.60	\$3,645.01	\$6,091.67	-\$1,355.83	\$14,349.62	\$49,150.23	123%
Financial Management	CPA/Audit	\$10,000	\$0.00	\$2,259.74	\$1,518.00	\$3,001.50	\$1,817.50	\$1,046.00	\$0.00	\$0.00	\$9,642.74	96%
<b>Financial Management Total</b>		<b>\$182,850</b>	<b>\$13,548.79</b>	<b>\$15,964.29</b>	<b>\$23,651.72</b>	<b>\$22,689.40</b>	<b>\$15,992.81</b>	<b>\$17,613.97</b>	<b>\$9,126.47</b>	<b>\$24,651.92</b>	<b>\$143,239.37</b>	<b>78%</b>
HOA Management	Management Payroll	\$225,000	\$15,996.89	\$16,973.64	\$23,647.71	\$15,883.14	\$15,506.64	\$15,506.64	\$15,506.64	\$23,259.96	\$142,281.26	63%
HOA Management	Management Payroll Taxes	\$20,000	\$1,826.68	\$1,073.12	\$1,986.53	\$1,322.96	\$1,317.75	\$1,341.66	\$1,302.58	\$1,956.00	\$12,127.28	61%
HOA Management	Mileage Reimbursement	\$6,000	\$351.74	\$454.57	\$677.04	\$577.06	\$527.80	\$410.95	\$627.85	\$432.83	\$4,059.84	68%
HOA Management	Insurance Stipend	\$60,000	\$4,729.33	\$3,722.77	\$3,219.49	\$3,722.77	\$3,722.77	\$3,722.77	\$3,722.77	\$3,219.49	\$29,782.16	50%
HOA Management	Cont Ed & Skills Enhancement	\$2,000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
<b>HOA Management Total</b>		<b>\$313,000</b>	<b>\$22,904.64</b>	<b>\$22,224.10</b>	<b>\$29,530.77</b>	<b>\$21,505.93</b>	<b>\$21,074.96</b>	<b>\$20,982.02</b>	<b>\$21,159.84</b>	<b>\$28,868.28</b>	<b>\$188,250.54</b>	<b>60%</b>
Architectural Review Expenses	Architectural Review Expenses	\$8,000	\$969.00	\$816.00	\$1,032.75	\$799.00	\$811.75	\$1,054.00	\$646.00	\$769.25	\$6,897.75	86%
<b>Architectural Review Expenses Total</b>		<b>\$7,500</b>	<b>\$969.00</b>	<b>\$816.00</b>	<b>\$1,032.75</b>	<b>\$799.00</b>	<b>\$811.75</b>	<b>\$1,054.00</b>	<b>\$646.00</b>	<b>\$769.25</b>	<b>\$6,897.75</b>	<b>92%</b>
Legal Services	Legal Services	\$20,000	\$590.00	\$95.00	\$380.00	\$0.00	\$1,100.00	\$0.00	\$5,977.50	\$1,235.00	\$9,377.50	47%
<b>Legal Services Total</b>		<b>\$20,000</b>	<b>\$590.00</b>	<b>\$95.00</b>	<b>\$380.00</b>	<b>\$0.00</b>	<b>\$1,100.00</b>	<b>\$0.00</b>	<b>\$5,977.50</b>	<b>\$1,235.00</b>	<b>\$9,377.50</b>	<b>47%</b>
Taxes	Property	\$5,500	\$9,986.25	\$11.32	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$9,997.57	182%
Taxes	Income/Franchise Taxes	\$0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,403.94	\$0.00	\$0.00	\$5,403.94	#DIV/0!
<b>Taxes Total</b>		<b>\$5,500</b>	<b>\$9,986.25</b>	<b>\$11.32</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$5,403.94</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$15,401.51</b>	<b>280%</b>
Insurance	General, Property, Boiler & A	\$85,500	\$7,381.91	\$7,381.91	\$7,381.91	\$7,381.91	\$7,381.91	\$7,381.90	\$100.00	\$9,505.59	\$53,897.04	63%
Insurance	Auto	\$6,000	\$471.00	\$471.00	\$471.00	\$471.00	\$471.00	\$471.00	\$0.00	\$525.64	\$3,351.64	56%
Insurance	D & O Insurance	\$12,000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$13,155.00	\$0.00	\$13,155.00	110%
Insurance	Worker's Comp	\$16,000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$11,150.33	\$17,616.00	\$7,707.00	\$14,172.67	89%
<b>Insurance Total</b>		<b>\$119,500</b>	<b>\$7,852.91</b>	<b>\$7,852.91</b>	<b>\$7,852.91</b>	<b>\$7,852.91</b>	<b>\$7,852.91</b>	<b>-\$3,297.43</b>	<b>\$30,871.00</b>	<b>\$17,738.23</b>	<b>\$84,576.35</b>	<b>71%</b>
Community Enhancement	Donations	\$1,000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
Community Enhancement	Association Memberships	\$2,000	\$50.00	\$0.00	\$180.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$230.00	12%
<b>Community Enhancement Total</b>		<b>\$3,000</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$180.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$180.00</b>	<b>6%</b>
<b>Reserve Transfer</b>		<b>\$0</b>	<b>\$0.00</b>									
<b>Grand Total</b>		<b>\$5,281,264</b>	<b>\$333,635</b>	<b>\$348,338</b>	<b>\$416,922</b>	<b>\$359,603</b>	<b>\$402,176</b>	<b>\$478,807</b>	<b>\$563,493</b>	<b>\$613,851</b>	<b>\$3,516,825</b>	<b>67%</b>

**Expected Reserve Expenditures and Capital Improvement for 2023**

YTD

SC Pool Covers	\$8,000	\$0.00
SC - Lane Lines	\$10,000	\$10,689.82
SC - Lounge Chairs	\$2,000	\$2,000.00
SC - Partial Replacement of Benches/Tables	\$12,000	\$11,495.07
CC - Lounge Chairs	\$2,500	\$2,323.88
CC - Refinish Splash Pad	\$4,500	\$3,586.82
Splash Pad Surface/Bollard Repair	\$6,000	\$6,775.12
CC - 2 Sewage Grinder Pumps	\$12,000	\$16,106.00
CC - Replace Rails/Repair Decking	\$4,000	\$0.00
SC - AC Replacement	\$12,000	\$10,691.40
Node Clock Replacement	\$75,000	\$78,093.75
Rock Work	\$25,000	\$0.00
Escarpment Project	\$500,000	\$0.00
CCN Improvement	\$200,000	\$68,685.00
Construction Repairs	\$50,000	\$27,760.14
Storm Damage	\$0	\$425,568.23
Avana Pool Leak Repair	\$0	\$13,800.00
<b>Total</b>	<b>\$923,000</b>	<b>\$677,575.23</b>

<b>Total Capital Budget Projects</b>	<b>\$923,000.00</b>	<b>\$677,575.23</b>
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<b>Grand Total Expenses</b>	<b>\$6,204,264.00</b>	
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**Circle C Landscape  
September 2023 Report**



**Weather**

Rainfall: 1.5”  
Temperature: 78-103 Degrees  
Drought Status: Exceptional Drought (D4)  
General: Exceptional Drought continues in Travis County, however, early September brought lower temperatures and much needed rain. High winds and small hail caused tree limb cracking and debris, primarily along Spruce Canyon and Slaughter Lane West.

**Irrigated Areas and Impact of Excessive Heat**

Austin stage 2 watering restrictions enacted 08/15, these restrictions stay in place

- Above ground irrigation (sprays, rotors) - 1 day per week 12am-5am and 7pm-12am.
- Drip irrigation, tree bubblers and hand watering (from tank or hose) are exempt from restrictions.

**Impact on Landscaped Areas**

Significant recovery of many areas with rainfall, however, browned out leaves and crispy vegetation are still present. Lower temperatures and additional rains will break the excessive heat cycle and the vegetation will recover in most cases.

**Drip Irrigation Areas**

Areas with drip irrigation continue to water regularly and result in the healthiest vegetation on the property. The largest sections of drip are found inside parts of Avana, Greyrock, and Spruce Canyon as well as the entrance monument at the Slaughter/Escarpment intersection. These continue to perform well.

**DallisGrass**

When temperatures cool down in the Fall, combined with rains, many of the areas where Zoysia turf has not been replanted and established, a preponderance of a tall weed called Dallisgrass emerges. This weed grows about 6” to 9” per day during the Fall season.

**Maintenance Services**

Ongoing activities: Mowing, trimming, . Pre-emergent weed treatment in beds, nut sedge and standard weed treatment ongoing in all areas

Mulch: Mulching has been completed, Circle C North and Slaughter Lane Corridor, Spruce Canyon SH 45 to LaCrosse, continuing on LaCrosse corridor, Avana, Greyrock, and Spruce Canyon

Outlying areas serviced: Rough cutting of karst, greenbelt, and drainage areas. CCCC filter pond and outlying mail centers

### **Additional Activities Performed**

- Hand watering in areas that are fully landscaped but have no water source
- Hand watering with mycorrhiza treatment on trees throughout the property
- Irrigation system has been set to run the maximum allowed time under new watering restrictions. This is very little for above ground irrigation and not sufficient to keep plants and turf in good condition.
- Repairs on reported/requested irrigation leaks and failures.

### **Trees**

- Holes for new trees on Escarpment between Escarpment and the dam have been dug, stumps removed, and dirt installed in preparation for planting new crape myrtles in October.

### **Ongoing Disruptions\***

Areas which remain with partial or no water supply:

- Slaughter from Beckett to Mopac
- LaCrosse at Mopac (East side of intersection)
- LaCrosse at Escarpment (East median)
- Dahlgreen from Galsworthy to Gorham Glen
- Circle C North

Areas with damaged/degraded wiring, compensated with node clocks (approx. 200 node clocks on the entire property):

- Many sections of the Escarpment loop
- South bay from Escarpment to Gorham Glen
- Escarpment from Aden to SH45
- Median on LaCrosse west of Escarpment
- Circle C North
- Avana areas between Antigo and Estana
- LaCrosse north side and medians, Escarpment to Dahlgreen
- LaCrosse median Dahlgreen to Eclipse
- Intermittent areas property wide

Areas that need replanting due to vegetation and trees lost during 2021 and 2023 winter storms.

- LaCrosse, Spruce Canyon to Curahee
- LaCrosse, west of Escarpment, shrub area on south side
- Spruce Canyon, selected areas
- Vintage Place
- Park Place exterior
- Wildflower Park Sundrop Valley
- Greyrock Amenity Center
- Escarpment Hedge Areas
- South Bay Hedge Areas
- Decorative trees LaCrosse, west of Escarpment
- Circle C Community Center

\*These are not complete lists, but cover the most significant problem areas.

**Circle C Aquatics**

**August-23**

**Summer/Fall Operations**

Facility Usage	Swim Center		Community Center		Avaña		Greyrock		Total	
	Aug-23	YTD	Aug-23	YTD	Aug-23	YTD	Aug-23	YTD	Aug-23	YTD
Resident Entries	6,574	39,711	2,971	14,031	1,945	10,354	391	3,106	11,881	67,202
Unique Residents	2,153	5,284	1,696	4,487	1,129	3,131	231	901	3,971	7,710
Unique Households	922	1,936	595	1,501	397	1,048	88	318	1,501	2,635
Guest Entries	588	2,698	338	1,371	193	755	22	148	1,141	4,972
Other Entries	1,588	14,699	0	0	0	0	0	0	1,588	14,699
Average Hourly Count	26		47		24		4			
Average % of Capacity	10%		26%		16%		3%			
Max Hourly Count	96		112		73		23			
<b>Total Entries</b>	<b>8,750</b>	<b>57,108</b>	<b>3,309</b>	<b>15,402</b>	<b>2,138</b>	<b>11,109</b>	<b>413</b>	<b>3,254</b>	<b>14,610</b>	<b>86,873</b>

Incidents	Swim Center		Community Center		Avaña		Greyrock		Total	
	Aug-23	YTD	Aug-23	YTD	Aug-23	YTD	Aug-23	YTD	Aug-23	YTD
Water Rescues	0	7	0	4	0	0	0	1	0	12
First Aid Responses	0	34	0	9	0	1	0	0	0	44
Sudden Illness Treatments	0	8	0	2	0	2	0	1	0	13
Patron/Facility Incidents	0	6	0	4	0	3	0	3	0	16
Biohazard Cleanups	0	11	0	6	0	3	0	1	0	21
Suspensions/Expulsions	0	0	0	0	0	0	0	0	0	0
EMS/911 Callouts	0	0	0	0	0	0	0	0	0	0
<b>Total Incidents</b>	<b>0</b>	<b>54</b>	<b>0</b>	<b>17</b>	<b>0</b>	<b>5</b>	<b>0</b>	<b>5</b>	<b>0</b>	<b>81</b>
<b>Incident per Entry Ratio</b>	<b>0.00%</b>	<b>0.09%</b>	<b>0.00%</b>	<b>0.11%</b>	<b>0.00%</b>	<b>0.05%</b>	<b>0.00%</b>	<b>0.15%</b>	<b>0.00%</b>	<b>0.09%</b>

Revenue	Aug-23	YTD
Aquatics Programs	\$ 4,818.45	\$ 54,638.37
Swim Team	\$ 21,424.00	\$ 120,125.61
Guest Fees	\$ 2,015.00	\$ 11,400.00
Area Reservations	\$ -	\$ 3,500.00
Facility Rentals	\$ -	\$ 4,593.75
Lane Rentals	\$ 180.00	\$ 24,527.00
Other Facility Income	\$ 680.00	\$ 6,775.82
<b>Total Aquatics Revenue</b>	<b>\$ 29,117.45</b>	<b>\$ 225,560.55</b>

Programs	Aug-23
Select Swim Team	107
Masters Swimming	21
Group Swim Lessons	0
Private Swim Lessons	99
Water Aerobics	26
Certification Courses	0
WSI Course	0
<b>Total Participants</b>	<b>253</b>

Reservations & Rentals	Aug-23	YTD
Area Reservations	11	36
Facility Rentals	0	7
Lap Lane Reservations	0	788
<b>Total Reservations</b>	<b>11</b>	<b>831</b>

Aquatics Staffing	Aug-23
Lifeguards/Head Guards	133
Front Desk Staff	14
Instructors/Coaches	11
<b>Total Staff</b>	<b>158</b>

Resident Stats	Individuals	Households	Members / Household
Homeowners	14,135	5,206	2.72
Renters	801	222	3.61
New Memberships	198	70	
<b>Totals</b>	<b>14,936</b>	<b>5,428</b>	<b>2.75</b>

Circle C HOA  
Maintenance Report for Board September 2023  
Prepared by Robert Bardeleben -Facilities Director

SWIM CENTER COMPOUND/Maintenance Offices

- Routine Cleaning and Maintenance have been completed
- Minor Equipment and Facility Repairs Made
- Acquiring Replaster Bids
- Acquiring Filter Replacement Bids
- Engineers are working on Restroom Renovation Plans

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.
- We have drained the pool and Atlantis is assessing the plaster to find the right repair
- Facility Winterization has begun

NEIGHBORHOOD

- Minor repairs have been completed as needed
- Minor Graffiti Removal and Bollard Repairs Made
- Replaced Basketball Goals at Swim Center Playground

AVANA AMENITIES CENTER

- Routine Cleaning and Maintenance have been completed
- Minor repairs have been made
- Acquiring Replaster Bids

GREY ROCK AMENITIES CENTER

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

~~FOURTH~~ THIRD AMENDED BYLAWS  
OF  
CIRCLE C HOMEOWNERS ASSOCIATION, INC.  
A TEXAS NON-PROFIT CORPORATION

ARTICLE I

NAME AND LOCATION. The name of the corporation is Circle C Homeowners Association, Inc., hereinafter referred to as the "Association". The principal office of the Association shall be located in Travis County, Texas at a location established by the Board of Directors. Meetings of members and directors may be held at such places within the State of Texas, County of Travis, as may be designated by the Board of Directors.

ARTICLE II  
DEFINITIONS

Section 1. "Properties" shall mean and refer to that certain real property described in the Declaration, and such additions thereto as may hereafter be brought within the jurisdiction of the Association.

Section 2. "Common Area" shall mean all real property owned by the Association for the common use and enjoyment of the Owners.

Section 3. "Lot" shall mean and refer to any plot of land shown upon any recorded subdivision map of the Properties with the exception of the Common Area.

Section 4. "Owner" shall mean and refer to the record owner, whether one or more persons or entities, of the fee simple title to any Lot which is a part of the Properties, including contract sellers, but excluding those having such interest merely as security for the performance of an obligation.

Section 5. "Declarant" shall mean and refer to Circle C Development Corporation, its successors and assigns if such successors or assigns should acquire more than one undeveloped Lot from the Declarant for the purpose of development.

Section 6. "Declaration" shall mean and refer to the Declaration of Covenants, Conditions and Restrictions applicable to the Properties recorded in the Office of the County Clerk of Travis County, Texas.

Section 7. "Member" shall mean and refer to those persons entitled to membership as provided in the Declaration.

ARTICLE III  
MEETINGS OF MEMBERS

Section 1. Annual Meetings. The annual meeting of the members shall be held within the first quarter of the year. The place, date, and time of meeting shall be established by the Board of Directors.

Section 2. Special Meetings. Special meetings of the members may be called at any time by the president or by the Board of Directors, or upon written request of the members who are entitled to one-tenth (1/10) of all of the eligible votes.

Section 3. Notice of Meetings. Written notice of each meeting of the members shall be given by, or at the direction of, the secretary or person authorized to call the meeting, by United States mail or by electronic delivery (email). Notice must be sent mailing a copy of such notice, postage prepaid, at least 15 days before such meeting to each member entitled to vote thereat, and shall specify the place, day and hour of the meeting, and, in the case of a special meeting, the purpose of the meeting. If the notice is mailed, it must be sent postage prepaid, addressed to the member's address last appearing on the books of the Association, or supplied by such member to the Association for the purpose of notice. IF the notice is sent by electronic delivery, it must be sent to the email address supplied by such member to the Association. Such notice shall specify the place, day and hour of the meeting, and, in the case of a special meeting, the purpose of the meeting.

Section 4. Quorum. The presence at the meeting of members entitled to cast, or of proxies entitled to cast, one-tenth (1/10) of the eligible votes of membership shall constitute a quorum for any action except as otherwise provided in the Articles of Incorporation, the Declaration, or these Bylaws. If, however, such quorum shall not be present or represented at any meeting, the members entitled to vote thereat shall have power to adjourn the meeting from time to time, without notice other than announcement at the meeting, until a quorum as aforesaid shall be present or be represented.

Section 5. Proxies Voting Methods. At all meetings of members, each member may vote in person or by proxy. The Board may in its discretion implement any other voting method allowed by law, such as voting by mail or electronic means. All proxies shall be in writing and filed with the secretary or other designated Association agent. Every proxy shall be revocable and shall automatically cease upon conveyance by the member of his Lot. The Board shall promulgate the form of all proxies and ballots, and no other form shall be valid.

Section 6. Conduct of Members' Meeting. All meetings of the Association will be conducted under the current edition of Robert's Rules of Order.

Section 7. Vote Taken Without a Meeting. An election or vote may be held without a meeting using any method of voting that the Board in its discretion shall determine: provided, that notice of such election/vote and the instructions on how to cast a vote must be given not later than the 20<sup>th</sup> day before the latest date on which a ballot may be submitted, returned, or cast.

ARTICLE IV  
BOARD OF DIRECTORS: SELECTION: TERM OF OFFICE

Section 1. Number. The affairs of the Association shall be managed by a board of seven (7) directors, each of whom shall be a member of the Association.

Section 2. Term of Office. A director's term of office shall be three years. Every third year, three terms shall expire; in the other two years, two terms shall expire. At the time of adoption of this Fourth Amendment to Bylaws, two terms will expire in 2024, three terms will expire in 2025, and two terms will expire in 2026.~~At the March 2004 annual meeting the members shall elect one director for a term of three years to fill the place that is presently held and would ordinarily be up for election. The members shall also elect two directors for terms of three years each, one director for a term of two years, and one director for a term of one year. At the 2005 annual meeting the members shall elect one director for a term of three years to fill the place that is held at the time of the March 2004 annual meeting and would ordinarily be up for election in 2005. The members shall also elect a director for a term of three years for the position elected in 2004 for a term of one year. At the 2006 annual meeting the members shall elect a director for a term of three years to fill the place held at the time of the March 2004 annual meeting and would ordinarily be up for election in 2006. The members shall also elect a director for a term of three years for the position elected in 2004 for a term of two years. Beginning in 2007 and every third year thereafter, the members shall elect three directors for terms of three years each. Beginning in 2008 and every third years thereafter, the members shall elect two directors for terms of three years each. Beginning in 2009 and every third years thereafter, the members shall elect two directors for a term of three years each.~~

Section 3. Removal. Any director may be removed from the Board, with or without cause, by a majority vote of the members of the Association voting at a meeting at which a quorum is present. In the event of death, resignation or removal of a director, his successor shall be selected by a majority of the remaining members of the Board, and shall serve for the unexpired term of his predecessor.

Section 4. Compensation. No director shall receive compensation for any service he may render to the Association. However, any director may be reimbursed for his actual expenses incurred in the performance of his duties.

Section 5. Action Taken Without a Meeting. The directors shall have the right to take any action in the absence of a meeting which they could take at a meeting by obtaining the written approval of all the directors. Any action so approved shall have the same effect as though taken at a meeting of the directors. Action taken without a meeting shall be appropriately documented and included with minutes of meetings of the Board of Directors.

ARTICLE V

## NOMINATION AND ELECTION OF DIRECTORS

Section 1. Nomination. Nomination for election to the Board of Directors can be made by any member of the association. In order for a nominee's name to be included in any official ballot, that nominee must 1) be an association member in good standing, 2) obtain signatures of association members representing at least twenty (20) lots in good standing in the association or receive a recommendation from the Nominating Committee and 3) have completed a Candidate Questionnaire composed by a Nominating Committee appointed by the Board. No candidate meeting these requirements will be removed from the ballot unless they so choose. Nominations can also be made from the floor at the annual meeting.

Section 2. Election. Election to the Board of Directors shall be by secret written and/or electronic ballot. Members or their proxies may cast, in respect to each vacancy, as many votes as they are entitled to exercise under the provisions of the Declaration. The persons receiving the largest number of votes shall be elected. Cumulative voting is not permitted.

## ARTICLE VI MEETINGS OF DIRECTORS

Section 1. Regular Meetings. Regular meetings of the Board of Directors shall be held annually at such place and hour as may be fixed from time to time by resolution of the Board. Should said meeting fall upon a legal holiday, then that meeting shall be held at the same time on the next day which is not a legal holiday.

Section 2. Special Meetings. Special meetings of the Board of Directors shall be held when called by the president of the Association, or by a majority of directors, after not less than three (3) days notice to each director.

Section 3. Quorum. A majority of the number of directors shall constitute a quorum for the transaction of business. Every act or decision done or made by a majority of the directors present at a duly held meeting at which a quorum is present shall be regarded as the act of the Board.

Section 4. Alternative Forms of Meetings. The Board of Directors may meet via alternative forms as authorized by Texas Business Organizations Code section 6.002, as the same may be amended from time to time.

## ARTICLE VII POWERS AND DUTIES OF THE BOARD OF DIRECTORS

Section 1. Powers. The Board of Directors shall have power to:

(a) adopt and publish rules and regulations governing the use of the Common Area facilities, and the personal conduct of the members and their guests thereon, and to establish penalties for the infraction thereof;

(b) suspend the voting rights and right to use of the recreational facilities of a member during any period in which such member shall be in default in the payment of any assessment levied by the Association. Such rights may also be suspended after notice and hearing, for a period not to exceed 60 days for infraction of published rules and regulations;

(c) exercise for the Association all powers, duties and authority vested in or delegated to this Association and not reserved to the membership by other provisions of these Bylaws, the Articles of Incorporation, or the Declaration;

(d) declare the office of a member of the Board of Directors to be vacant in the event such member shall be absent from three (3) consecutive regular meetings of the Board of Directors; and

(e) employ a manager, an independent contractor, or such other employees as they deem necessary, and to prescribe their duties.

Section 2. Duties. It shall be the duty of the Board of Directors to:

(a) cause to be kept a complete record of all its acts and corporate affairs and to present a statement thereof to the members at the annual meeting of the members, or at any special meeting when such statement is requested in writing by one-fourth (1/4) of the members who are entitled to vote;

(b) supervise all officers, agents and employees of this Association, and to see that their duties are properly performed;

(c) as more fully provided in the Declaration, to:

(1) fix the amount of the annual assessment against each Lot at least thirty (30) days in advance of each annual assessment period;

(2) send written notice of each assessment to every Owner subject thereto at least thirty (30) days in advance of each annual assessment period; and

(3) foreclose the lien against any property for which assessments are not paid within thirty (30) days after due date or to bring an action at law against the owner personally obligated to pay the same.

(d) Issue, or to cause an appropriate officer to issue, upon demand by any person, a certificate setting forth whether or not any assessment has been paid. A reasonable charge may be made by the Board for the issuance of these certificates. If a certificate states an assessment has been paid, such certificate shall be conclusive evidence of such payment;

(e) procure and maintain adequate liability and hazard insurance on property owned by the Association.

(f) cause all officers or employees having fiscal responsibilities to be bonded, as it may deem appropriate; and

(g) cause the Common Area to be maintained.

## ARTICLE VIII OFFICERS AND THEIR DUTIES

Section 1. Enumeration of Offices. The officers of this Association shall be a president and vice-president, who shall at all times be members of the Board of Directors, a secretary, and a treasurer, and such other officers as the Board may from time to time by resolution create.

Section 2. Election of Officers. The election of officers shall take place at the first meeting of the Board of Directors following each annual meeting of the members.

Section 3. Term. The officers of this Association shall be elected annually by the Board and each shall hold office for one (1) year unless he shall sooner resign, or shall be removed, or otherwise disqualified to serve.

Section 4. Special Appointments. The Board may elect such other officers as the affairs of the Association may require, each of whom shall hold office for such period, have such authority, and perform such duties as the Board may, from time to time, determine.

Section 5. Resignation and Removal. Any officer may be removed from office with or without cause by the Board. Any officer may resign at any time giving written notice to the Board, the president or the secretary. Such resignation shall take effect on the date of receipt of such notice or at any later time specified therein, and unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective. An officer may also resign at a meeting of the Board of Directors by giving verbal notice, and such resignation shall be effective immediately, unless the officer and directors agree at the meeting to a later effective date.

Section 6. Vacancies. A vacancy in any office may be filled by appointment by the Board. The officer appointed to such vacancy shall serve for the remainder of the term of the officer he replaces.

Section 7. Multiple Offices. The offices of secretary and treasurer may be held by the same person. No person shall simultaneously hold more than one of any of the other offices except in the case of special offices created pursuant to Section 4 of this Article.

Section 8. Duties. The duties of the officers are as follows:

### President

(a) The president shall preside at all meetings of the Board of Directors; shall see that orders and resolutions of the Board are carried out; shall sign all leases, mortgages, deeds and other written instruments and shall co-sign all checks and promissory notes.

### Vice-President

(b) The vice-president shall act in the place and stead of the president in the event of his absence, inability or refusal to act, and shall exercise and discharge such other duties as may be required of him by the Board.

### Secretary

(c) The secretary shall record the votes and keep the minutes of all meetings and proceedings of the Board and of the members; keep the corporate seal of the Association and affix it on all papers requiring said seal; serve notice of meetings of the Board and of the members; keep appropriate current records showing the members of the Association together with their addresses, and shall perform such other duties as required by the Board.

### Treasurer

(d) The treasurer shall receive and deposit in appropriate bank accounts all monies of the Association and shall disburse such funds as directed by resolution of the Board of Directors; shall sign all checks and promissory notes of the Association; keep proper books of account; cause an annual audit of the Association books to be made by a public accountant at the completion of income and expenditures to be presented to the membership at its regular annual meeting, and deliver a copy of each to the members.

## ARTICLE IX COMMITTEES

The Association shall appoint an Architectural Control Committee, as provided in the Declaration, and a Nominating Committee, as provided in these Bylaws. In addition, the Board of Directors shall appoint other committees as deemed appropriate in carrying out its purpose.

## ARTICLE X BOOKS AND RECORDS

The books, records and papers of the Association shall at all times, during reasonable business hours, be subject to inspection by any member. The Declaration, the Articles of Incorporation and the Bylaws of the Association shall be available for

inspection by any member at the principal office of the Association, where copies may be purchased at reasonable cost.

The Association may maintain an email list for the purpose of communicating with its members. The contents of this list shall be confidential, shall not be filed among the records of the Association, and shall not be disclosed to any member and/or third party unless required by Court order. The email list will be used for official Association communications only.

## ARTICLE XI ASSESSMENTS

As more fully provided in the Declaration, each member is obligated to pay to the Association annual and special assessments which are secured by a continuing lien upon the property against which the assessment is made. Any assessments which are not paid when due shall be delinquent. If the assessment is not paid within thirty (30) days after the due date, the assessment shall bear interest from the date of delinquency at the rate of 18 percent per annum or the maximum legal rate, whichever is lesser, and the Association may bring an action at law against the Owner personally obligated to pay the same or foreclose the lien against the property, and interest, costs, and reasonable attorney's fees of any such action shall be added to the amount of such assessment. No Owner may waive or otherwise escape liability for the assessments provided for herein by nonuse of the Common Area or abandonment of his Lot.

## ARTICLE XII AMENDMENTS

Section 1. These Bylaws may be amended, at a regular or special meeting of the members, by a vote of a majority of a quorum of members present in person or by proxy, except that if there is a valid FHA or VA Letter of Approval in effect, the Federal Housing Administration or the Veterans Administration, as applicable, shall have the right to veto amendments while there is Class B membership.

Section 2. In the case of any conflict between the Articles of Incorporation and these Bylaws, the Articles shall control: and in the case of any conflict between the Declaration and these Bylaws, the Declaration shall control.

## ARTICLE XIII MISCELLANEOUS

The fiscal year of the Association shall begin on the first day of January and end on the 31<sup>st</sup> day of December of every year, except that the first fiscal year shall begin on the date of incorporation.

Throughout these Bylaws, words importing the masculine gender shall be read as also importing the feminine gender.

CERTIFICATION

~~\_\_\_\_\_ I, the undersigned, do hereby certify:~~

~~\_\_\_\_\_ THAT I am the duly elected and acting secretary of the Circle C Homeowners Association, a Texas corporation, and,~~

~~\_\_\_\_\_ THAT the foregoing Bylaws constitute the original Bylaws of said Association, as duly adopted at a meeting of the Board of Directors thereof, held on the 8<sup>th</sup> day of March, 1988 and as later amended by a majority vote of members eligible to vote who attended the Special Meeting of the Members held in January 2004 and the annual meeting of the members held in March 2005; further amended by a majority vote of members eligible to vote who attended the Annual Meeting held in March 2007; further amended by a majority vote of members eligible to vote who attended the Annual Meeting held in March 2009.~~

~~\_\_\_\_\_ IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed the seal of said Association this 3<sup>rd</sup> day of May 2005.~~

~~\_\_\_\_\_ IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed the seal of said Association this 5<sup>th</sup> day of May 2007.~~

~~\_\_\_\_\_ IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed the seal of said Association this 20<sup>th</sup> day of May 2009.~~

\_\_\_\_\_  
\_\_\_\_\_  
Secretary, CCHOA









Maintenance Operation: Pool Tech		\$95,000			\$74,000			\$74,000			\$74,000			\$74,000			\$74,000
Maintenance Operation: Maintenance Payroll Taxes		\$20,000			\$29,000			\$29,000			\$29,000			\$29,000			\$29,000
Maintenance Operations Computers/Software		\$1,400			\$1,400			\$1,400			\$1,400			\$1,400			\$1,400
Maintenance Operation: Tools/Supplies		\$5,000			\$5,000			\$5,000			\$5,000			\$5,000			\$5,000
Maintenance Operation: Office Furniture		\$600			\$600			\$600			\$600			\$600			\$600
<b>Maintenance Operations Total</b>		\$352,900			\$340,900			\$340,900			\$340,900			\$340,900			\$340,900
HOA Operations Office Supplies		\$9,000			\$9,000			\$9,000			\$9,000			\$9,000			\$9,000
HOA Operations Computers, Software & Service			\$9,000		\$9,000			\$9,000			\$9,000			\$9,000			\$9,000
HOA Operations Cameras			\$6,000		\$6,000			\$6,000			\$6,000			\$6,000			\$6,000
HOA Operations Furniture			\$3,000		\$3,000			\$3,000			\$3,000			\$3,000			\$3,000
HOA Operations Equip/Maintenance		\$18,000			\$18,000			\$18,000			\$18,000			\$18,000			\$18,000
HOA Operations Maintenance/Registration			\$3,000		\$3,000			\$3,000			\$3,000			\$3,000			\$3,000
HOA Operations Gas			\$5,000		\$5,000			\$5,000			\$5,000			\$5,000			\$5,000
HOA Operations HOA Owned vehicles		\$8,000			\$8,000			\$8,000			\$8,000			\$8,000			\$8,000
HOA Operations Postage		\$20,000			\$24,000			\$24,000			\$24,000			\$24,000			\$24,000
HOA Operations Web Operations		\$3,000			\$3,000			\$3,000			\$3,000			\$3,000			\$3,000
HOA Operations Printing		\$5,000			\$7,000			\$7,000			\$7,000			\$7,000			\$7,000
HOA Operations HOA Meetings		\$5,000			\$7,000			\$7,000			\$7,000			\$7,000			\$7,000
HOA Operations Deed Restrictions		\$5,000			\$5,000			\$5,000			\$5,000			\$5,000			\$5,000
HOA Operations HOA Special Events		\$45,000			\$45,000			\$45,000			\$45,000			\$45,000			\$45,000
HOA Operations Professional Fees (Consulting)		\$2,000			\$2,000			\$2,000			\$2,000			\$2,000			\$2,000
HOA Operations Reserve Study Update		\$5,500			\$0			\$0			\$0			\$0			\$0
<b>HOA Operations Total</b>		\$125,500			\$128,000			\$128,000			\$128,000			\$128,000			\$128,000
Financial Management Management Services		\$115,000			\$115,000			\$115,000			\$115,000			\$115,000			\$115,000
Financial Management Resale Certificate		\$13,350			\$13,350			\$13,350			\$13,350			\$13,350			\$13,350
Financial Management Lien Filing Administrative Fees		\$4,500			\$4,500			\$4,500			\$4,500			\$4,500			\$4,500
Financial Management Bank Fees/Credit Card Fees		\$40,000			\$70,000			\$70,000			\$70,000			\$70,000			\$70,000
Financial Management CPA/Audit		\$10,000			\$10,000			\$10,000			\$10,000			\$10,000			\$10,000
<b>Financial Management Total</b>		\$182,850			\$212,850			\$212,850			\$212,850			\$212,850			\$212,850
HOA Management Management Payroll		\$225,000			\$225,000			\$225,000			\$225,000			\$225,000			\$225,000
HOA Management Management Payroll Taxes		\$20,000			\$22,500			\$22,500			\$22,500			\$22,500			\$22,500
HOA Management Mileage Reimbursement		\$6,000			\$6,000			\$6,000			\$6,000			\$6,000			\$6,000
HOA Management Health Insurance		\$60,000			\$60,000			\$60,000			\$60,000			\$60,000			\$60,000
HOA Management Cont Ed & Skills Enhancement		\$2,000			\$2,000			\$2,000			\$2,000			\$2,000			\$2,000
<b>HOA Management Total</b>		\$313,000			\$315,500			\$315,500			\$315,500			\$315,500			\$315,500
Architectural Review E: Architectural Review Expenses		\$8,000			\$8,000			\$8,000			\$8,000			\$8,000			\$8,000
<b>Architectural Review Expenses Total</b>		\$8,000			\$8,000			\$8,000			\$8,000			\$8,000			\$8,000
Legal Services Legal Services		\$20,000			\$20,000			\$20,000			\$20,000			\$20,000			\$20,000
<b>Legal Services Total</b>		\$20,000			\$20,000			\$20,000			\$20,000			\$20,000			\$20,000
Taxes Property		\$5,500			\$12,000			\$12,000			\$12,000			\$12,000			\$12,000
<b>Taxes Total</b>		\$5,500			\$12,000			\$12,000			\$12,000			\$12,000			\$12,000



**Exhibit A**

**Expected Reserve Expenditures and Capital Improvement for 2024**

	2024	
SC-Pool Covers	\$9,000	
SC - Shade Canopy/Table Umbrellas	\$16,000	
SC - Replace 6 Funbrellas	\$15,000	
SC - Partial Replacement of Benches/Tables	\$12,000	
SC - Competition Pool Renovation/Replaster	\$550,000	
SC - Competition Pool Filter Replacement	\$200,000	
SC - Restroom Renovation	\$90,000	
CC - Pond Controller/Pump Replacement	\$18,000	
CC- Replaster Community Center Pool	?	
AV - Replaster/Repairs to Code	\$125,000	
GR - Replace Split HVAC System	\$8,000	
GR - Repaint/Restain GreyRock Amenity Center	\$4,000	
Maintenance Office - HVAC Replacement	\$10,000	
Node Clock Replacement	\$90,000	
Rock Work	\$25,000	
Irrigation Upgrades	\$35,000	
Bed Upgrades	\$35,000	
Plant Replacement		
Escarpment Project	\$500,000	
CCN Improvement	\$200,000	
Construction Repairs	\$50,000	
<b>Total</b>	<b>\$1,992,000</b>	

N- Needed

R - Recommended

## Circle C Swim Center

### Competition Pool Filter Replacement 2023-4

With the next big pool renovation coming up in 2024 it is highly recommended that we replace the sand filters for the competition pool. This is best done when the pool is drained for renovation/replaster.

The current filters we have are manufactured by Astral and are right at 24 years old. The typical lifespan of a fiberglass reinforced sand filter is between 15-25 years. Over the years we have replaced the internal part of the filters a couple of times and replaced the sand several times. The other part of the filter that eventually wears out is the fiberglass reinforced tank. Every time that the pump is turned off and on, the filter tank contracts and expands. Over time the fiberglass strands weaken. Unfortunately, it is almost impossible to tell when and where a failure of the tank will happen. If failure does happen it is likely that the pool would need to be shut down for months as new filters are ordered and installed. This shut-down would have to be immediate and therefore not planned. The lead time on filters can be up to 16 weeks.

We are acquiring bids for the filter replacements and due to the long lead time on the filters it is essential that we move forward quickly on approving the replacement of these filters so that the replacement can take place while we are shut down for renovations. We have two companies so far that agreed to bid on these filter replacements. It has been difficult to find a 3<sup>rd</sup> reputable company to get us a bid on filter replacement.

The cost of the filter replacements is substantial as there is quite a bit of work involved in the removal of the old filters and installation of the new filters. There is not really a "plug and play" option.

The two bids that we have received are from Progressive Commercial Aquatics and Atlantis. We have used both companies in the past and have found both companies to do excellent work.

The bid from Progressive Commercial Aquatics is \$189,957.89. I do find this bid to be thorough but a bit pricey. The bid from Atlantis is \$118,591.12. This is for the same style horizontal filter. The bid from Atlantis is a fair price and I would recommend moving forward with Atlantis.



# BID PROPOSAL

P.O. Box 3475  
Abilene, TX 79604  
Tel: (817) 825-5844

### OWNER INFORMATION

Circle C Ranch Swim Center  
5919 La Crosse Avenue Suite 100  
Austin, TX 78739

### Contact Information

Robert Bardeleben  
PH: 512-796-9584

### SCOPE OF WORK

1. Replace Pool Sand Filters W/ Astral same size
2. Replace 10 Inch Butterfly Valve on Suction Side of Pump
4. Price includes filter sand and removal of filters

To Replace with Horizontal Filter System add \$ 10,883.00 to Total Bid Price

Atlantis Pool Plastering, Inc. agrees to furnish all necessary materials, equipment, labor, supplies, supervision and tools necessary to perform the work described above.

### EXCLUSIONS

Biohazard permit if required for sand disposal  
Draining & Cleaning of pool  
Chemical start-up  
Water to fill pool

TOTAL BID: ~~Three Hundred Seventy Nine Thousand Eight Hundred Sixty Three & No Cents~~

09/22/2023 BY:

Dennis Watson

**\$98,670.00 +**  
 \$ 10,883.00  
 109,553.00  
 9,038.12 Tax  
 \$ 118,591.12

# HORIZONTAL INDUSTRIAL FIBERGLASS FILTERS

Proven strength and durability



PN 229091 X 6 STACKED

## 100% corrosion resistant

Fiberglass vessels are rapidly replacing traditional steel and carbon steel tanks in numerous applications due to superior mechanical and chemical resistance unlike steel filters. Fiberglass won't rust or corrode, and also withstand damage from water treatment chemicals. Vessels are ideal for seawater applications, such as pre-filtration in desalination systems.





Part # 2228075



### Waterco Micron Horizontal Commercial Filters - 42" / 48"

PART NUMBER	PRODUCT DESCRIPTION	NOM SIZE	NSF
2228075L	42" X 75" HORIZ 4" FLG CONN. LEFT MW 19.6SF 58PSI	42" X 75"	✓
2228075R	42" X 75" HORIZ 4" FLG CONN. RIGHT MW 19.6SF 58PSI	42" X 75"	✓
2228091L	42" X 91" HORIZ 6" FLG CONN. LEFT MW 24SF 58PSI	42" X 91"	✓
2228091R	42" X 91" HORIZ 6" FLG CONN. RIGHT MW 24SF 58PSI	42" X 91"	✓
22280106L	42"X106" HORIZ 6" FLG CONN. LEFT MW 28.2SF 58PSI	42" X 106"	✓
22280106R	42"X106" HORIZ 6" FLG CONN. RIGHT MW 28.2SF 58PSI	42" X 106"	✓
22280120L	42"X120" HORIZ 6" FLG CONN. LEFT MW 32.2SF 58PSI	42" X 120"	✓
22280120R	42"X120" HORIZ 6" FLG CONN. RIGHT MW 32.2SF 58PSI	42" X 120"	✓
2229075L	48"X75" HORIZ 4" FLG CONN. LEFT MW 22.1SF 58PSI	48" X 75"	✓
2229075R	48"X75" HORIZ 4" FLG CONN. RIGHT MW 22.1SF 58PSI	48" X 75"	✓
2229091L	48"X91" HORIZ 6" FLG CONN. LEFT MW 27.6SF 58PSI	48" X 91"	✓
2229091R	48"X91" HORIZ 6" FLG CONN. RIGHT MW 27.6SF 58PSI	48" X 91"	✓
22290106L	48"X106" HORIZ 6" FLG CONN. LEFT MW 32.4SF 58PSI	48" X 106"	✓
22290106R	48"X106" HORIZ 6" FLG CONN. RIGHT MW 32.4SF 58PSI	48" X 106"	✓
22290120L	48"X120" HORIZ 6" FLG CONN. LEFT MW 37SF 58PSI	48" X 120"	✓
22290120R	48"X120" HORIZ 6" FLG CONN. RIGHT MW 37SF 58PSI	48" X 120"	✓

42" and 48" Stacking Kits and Higher pressure rated filters are available. Call for details.

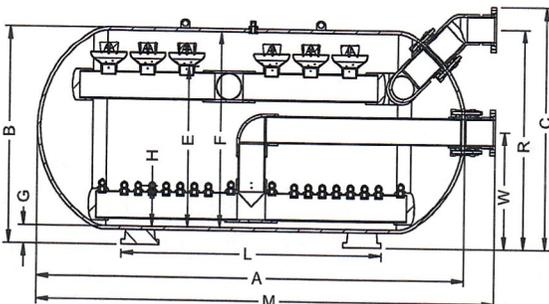
Waterco has vastly improved the hydraulic efficiency of its horizontal filter lateral system by looping its distributors and laterals. The new lateral configuration provides a more natural flow of water through the filter, ensures optimum water filtration and balanced fluidization of the filter bed during backwashing. Its individual laterals are shortened while maintaining filter media bed coverage, reducing the friction head loss of each lateral, further improving the filter's hydraulic efficiency.

### Specifications

MODEL	PORT SIZE	BED DEPTH	INNER DIA.	FILTER AREA	FLOW RATES 5/SQ FT	FLOW RATES 10/SQ FT	FLOW RATES 15/SQ FT	FLOW RATES 20/SQ FT	MEDIA VOLUME	GRAVEL 1.2-2.4	SAND 0.6-1.2
	INCH	INCH	INCH	SQ.FT.	GPM	GPM	GPM	GPM	GAL	LB	LB
42 X 75	4.0	14.1	42	19.6	98	196	294	392	183	450	2,000
42 X 91	6.0	11.8	42	24	120	240	360	480	232	900	2,200
42 X 106	6.0	11.8	42	28.2	141	282	423	564	277	1,100	2,600
42 X 120	6.0	11.8	42	32.2	161	322	483	644	322	1,300	3,000
48 X 75	4.0	13.6	48	22.1	111	221	332	442	175	850	2,250
48 X 91	6.0	13.6	48	27.6	138	276	414	552	295	1,100	2,850
48 X 106	6.0	13.6	48	32.4	162	324	486	648	355	1,350	3,400
48 X 120	6.0	13.6	48	37	185	370	555	720	411	1,600	3,900



### Dimensions



MODEL	A	B	C	E	F	G	H	L	M	R	W
	INCHES										
2228075	76.6	46.5	50.5	37.5	42.0	4.1	7.2	47.7	82.2	46.0	2.51
2228091	92.5	46.5	54.0	37.5	42.0	4.1	7.2	55.6	101.7	48.5	25.1
22280106	106.0	46.5	54.0	37.5	42.0	4.1	7.2	65.6	115.4	48.5	25.1
22280120	121.55	46.5	54.0	37.5	42.0	4.1	7.2	67.6	131.2	48.5	25.1
2229075	76.5	52.2	55.5	43.0	48.0	3.9	10.2	47.6	81.9	51.0	27.9
2229091	91.0	52.2	58.4	43.0	48.0	3.9	10.2	55.6	98.7	52.9	27.9
22290106	107.7	52.2	58.4	43.0	48.0	3.9	10.2	65.6	115.5	52.9	27.9
22290120	120.0	52.2	58.4	43.0	48.0	3.9	10.2	67.6	127.7	52.9	27.9



Project Name: Circle C Lap pool filtration Replacement  
Attn: Robert B.  
Date: 9/18/23

### Lap Pool Filtration:

- (1) Set horizontal Neptune Benson side by side filters 101.60SQFT with facepiping and valves and stainless bolts on the manifold.
- (1) new sand media for filters
- (1) new 10" suction gear valve
- (1) Dumpster rental with hazardous material dump fee.
- (1) Equipment Rental.
- (1) New support racks zinc and stainless steel hardware for the new valves on suction and return line.
- (1) Pipe, valves, fittings and materials needed to start at top of pump to new manifold and then from manifold to existing return line and backwash.
- ALL piping to be Schedule 80 PVC.
- We will remove the current sand and gravel from all (2) lap pool filters.
- These will improve filtration rate which is and add an additional 60 square feet to the pool of filtration, this will bring you withing current filtration rate sizing per current code.
- (1) Labor to remove and replace with new on lap pool.
- Freight for everything.
- Training once pool is refilled.
- All labor/management and materials included

**Grand Total: \$175,480.73**

**\*\*\*Add 8.25% to total if taxable**

tax \$14,477.16

Total \$189,957.89

**\*\*This filter carries a manufacturers 15 year limited warranty on the filters and 2 year warranty on the face piping for manufacturers defects.**

**\*\*One year warranty on craftsmanship of plumbing for leaks or pipe breaks in the pump room as well as the fittings used, all equipment is out of warranty as we are reusing existing from other pools.**

# FILTERS

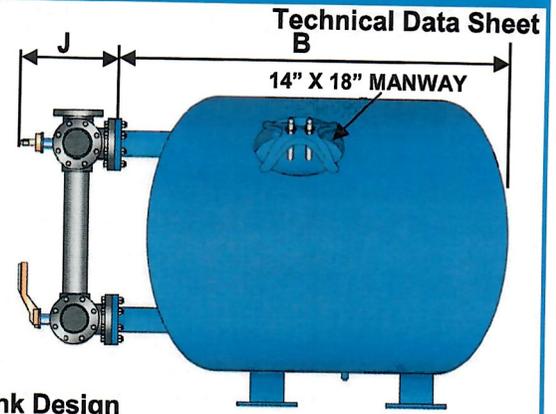
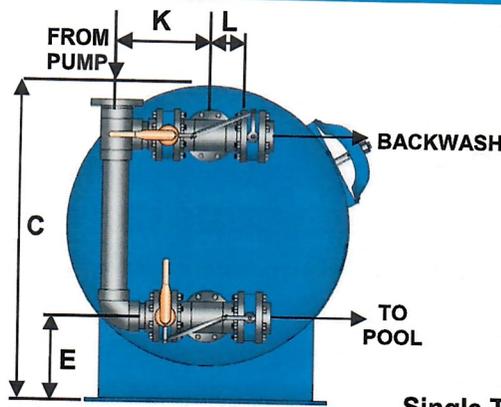
## Horizontal Fiberglass Sand Filters

### Face Piping Configurations

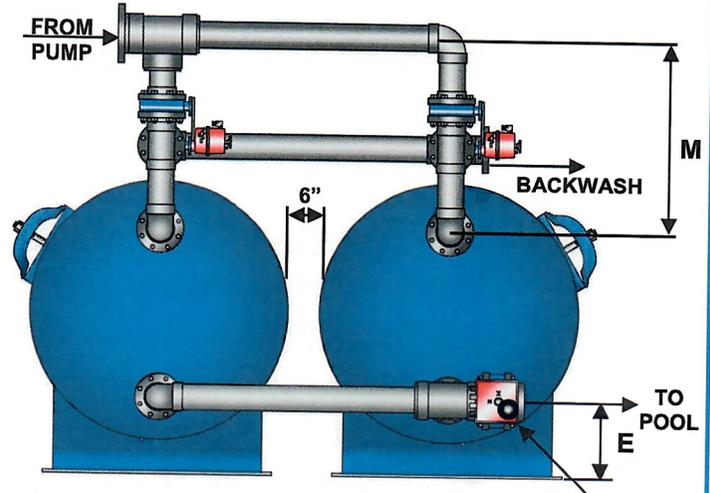
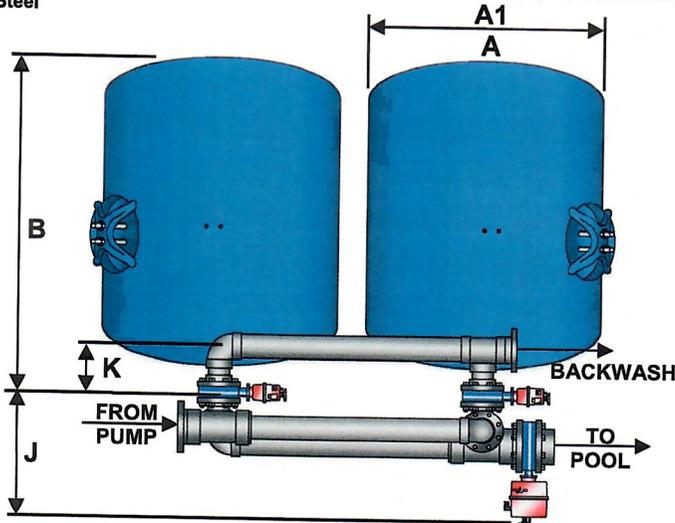
#### 3-Way Face Piping Configurations

Face Piping Dimensions (inches)				
Single Tank				
Face Piping Size (inches)				
Mark	3	4	6	8
J	15 1/4	17	20	24
K	19	22	28	37
L	5 3/16	6 1/8	8 1/8	10 3/8

Also Available in:  
Carbon Steel  
Stainless Steel  
A.S.M.E.

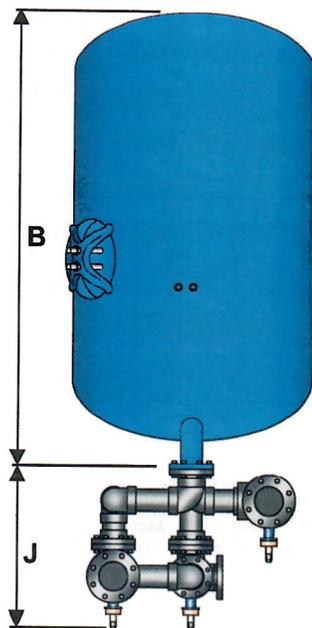


Single Tank Design

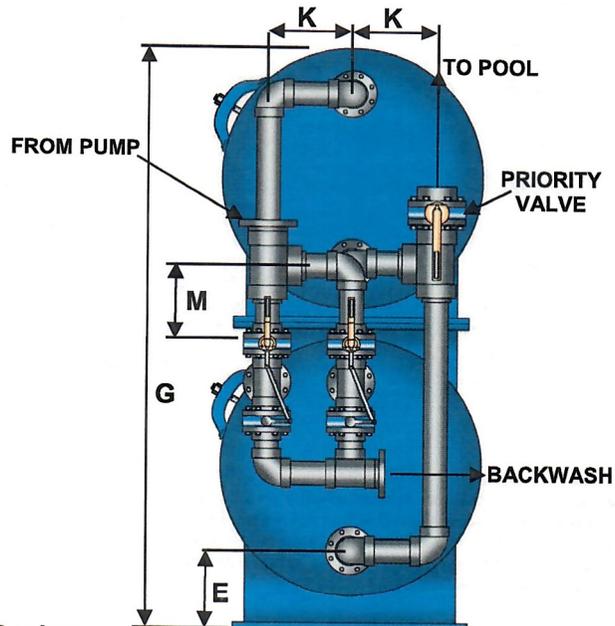


Side by Side (SxS) Dual Tank Design

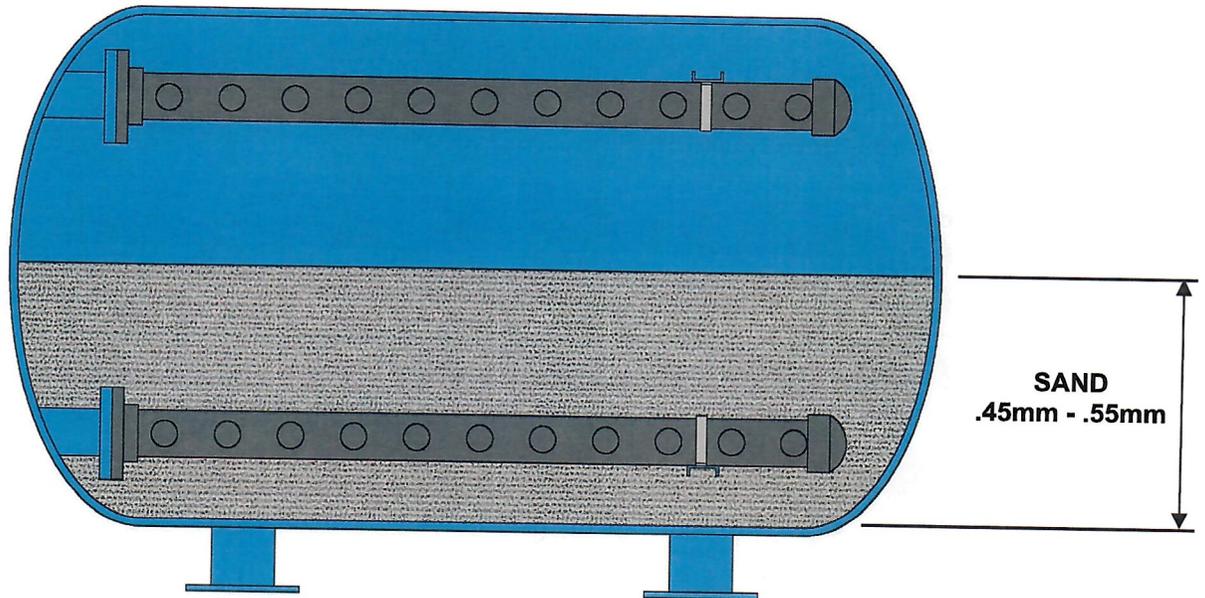
Face Piping Dimensions (inches)											
Face Piping Size (inches)											
Mark	Side by Side (SxS)						Stacked (S) Tank				
	J	14	18	19	22	28	28	24	31	41	41
K	9 1/2	11	16	16	16	16	21	26	30	33	42
M	33	38	45	48	54	60	8	13	13	17	21



Stacked (S) Dual Tank Design



R 4/7/16



### STANDARD MEDIA CHART

**Notes:**

For 34" Filters, the 34" indicates O.D., the rest of the sizes indicate I.D.

Sand is 100 lbs per cubic foot

All dimensions are in inches		
Filter Model Number	Filter Sand (CF)	Bed Depth
(*)3448SHFFG	15	16.5
(*)3454SHFFG	16	16.5
(*)3460SHFFG	18	16.5
(*)3466SHFFG	19	16.5
(*)3472SHFFG	21	16.5
(*)3476SHFFG	22	16.5
(*)3484SHFFG	24	16.5
(*)3490SHFFG	25	16.5
(*)3496SHFFG	27	16.5
(*)3648SHFFG	16	18
(*)3660SHFFG	19	18
(*)3672SHFFG	23	18
(*)3684SHFFG	26	18
(*)3696SHFFG	30	18
(*)36108SHFFG	34	18
(*)36120SHFFG	37	18
(*)4248SHFFG	22	21
(*)4260SHFFG	27	21
(*)4272SHFFG	32	21
(*)4284SHFFG	37	21
(*)4296SHFFG	42	21
(*)42108SHFFG	46	21

All dimensions are in inches		
Filter Model Number	Filter Sand (CF)	Bed Depth
(*)42120SHFFG	51	21
(*)42132SHFFG	56	21
(*)42144SHFFG	61	21
(*)4848SHFFG	30	24
(*)4860SHFFG	36	24
(*)4872SHFFG	42	24
(*)4884SHFFG	49	24
(*)4896SHFFG	55	24
(*)48108SHFFG	61	24
(*)48120SHFFG	67	24
(*)6048SHFFG	55	30
(*)6060SHFFG	65	30
(*)6072SHFFG	74	30
(*)6084SHFFG	84	30
(*)6096SHFFG	94	30
(*)60108SHFFG	104	30
(*)60120SHFFG	114	30
(*)60132SHFFG	123	30
(*)60144SHFFG	133	30
(*)60156SHFFG	143	30
(*)60168SHFFG	153	30



R 47/16