

CCHOA Board Meeting Agenda
23 February 2022, 6:30pm
Circle C Community Center via zoom

- I. Roll Call
- II. Acceptance of Agenda
- III. Acceptance of January 26, 2022 board meeting minutes *Trinh Bartlett*
- IV. Homeowner Forum (3 min each)
(Homeowners may sign up to speak for the Homeowners Forum by calling the HOA manager at 512-288-8663 or sending an email to info@circlecranch.info at least a week before the meeting, in writing. Members will be given 3 minutes to address the board. The Board will send a reply through the HOA Office after the meeting.
- V. Management Reports
 - a. General Report, *Karen Hibpshman*
 - 1. Jan YTD Financials
 - b. Landscape Report, *Clayton Hoover*
 - c. Aquatics Report, *Brody McKinley*
 - d. Maintenance Report, *Robert Bardeleben*
- VI. Discussion Items
 - a. Escarpment Loop Project
 - b. CCN Project – Update
 - c. Mail Center security
- VII. Action Items
 - a. Ratify the assessment rate vote
 - b. Ratify the Swim Center roof replacement email vote
 - c. Park Place Mailboxes
- VIII. Adjourn Public Meeting
- IX. Executive Session
 - a. Legal

Attachments

- 1. Jan 2022 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
January 26, 2022**

1. The CCHOA Board of Directors convened on January 26, 2022, via video conferencing (Zoom). Russ Hodes called the meeting to order at 6:34 p.m. In attendance were board members Russ Hodes, Michael Chu, Theresa Bastian, Stephen Bega, Jason Bram and Natalie Placer-McClure. Trinh Bartlett was not in attendance. CCHOA Manager Karen Hibpshman (HOA Manager), Marnie McLeod (Assistant Manager), Brody McKinley (Aquatics Director) and Robert Bardeleben (Facilities Coordinator) were present.
2. Russ presented the January 26, 2022 agenda. Michael motioned to approve the agenda as written. Theresa seconded the motion. All were in favor and the motion passed.
3. Russ presented the December 8, 2021 Board of Directors Meeting Minutes. Michael motioned to approve the minutes as written. Theresa seconded the motion. Russ, Michael, Theresa, Steven and Natalie voted yay. Jason Bram abstained from the vote. The motion passed 5-0.
4. Russ introduced the Homeowner Forum. No Homeowners signed up for the Homeowner Forum.
5. Bradley Bush and Kimberly De La Garza were in attendance and introduced themselves to the board.
6. Karen provided the management report and the YTD Financials.
7. Karen presented the landscaping report.
8. Natalie left the meeting at 7:03pm.
9. Brody presented the aquatics report.
10. Robert presented the maintenance report.
11. The first discussion item was Escarpment Loop Project. Karen updated the board that she has meet with Trent and Paul to have the Escarpment Loop plan broken up in to 8 sections. The one question that is still outstanding is whether or not the existing irrigation system will work.
12. The second discussion item is the CCN Project Update. Karen updated that we are still working through the permitting process with the City of Austin. The city has come back requiring additional permits which should not be needed. I have shared the Settlement Agreement and our General Permit with the engineer and the city to help with the process.

13. The third discussion item was the Annual Meeting Update/Candidates. The Candidate Meet & Greet is scheduled for February 2nd at 6:30pm via Zoom. The Annual Meeting notice and statements have been printed and ready to be mailed out on the 1st.
14. The fourth discussion item was the Annual Financial Report to the members. The preliminary Annual Report has been emailed to the board for review.
15. The fifth discussion item was the request to expand the 45-trail to Meridian. Russ and Theresa have been talking to the Meridian folks. There currently is not a trail system that connects Meridian to the current trail system along SH45. They have asked us to share the Walk Bike and Roll survey. We will share it with the Circle C residents in the newsletter.
16. The first action item was to Ratify the email vote for the CCCC pool replaster. Stephen motioned to ratify the vote to approve the Atlantis pool plastering bid for continued pool plastering repairs in the amount of \$78,200.00. Michael seconded the motion. All were in favor and the motion passed.
17. The second action item was the corrected motion on item #15 of the December 8, 2021 minutes. Michael motioned to table the action item. Theresa seconded the motion. All were in favor and the motion passed.
18. Michael motioned to adjourn the Public Meeting at 7:28 pm. Jason seconded the motion. All were in favor and the motion passed.
19. The Board went into executive sessions at 7:30 pm to discuss OHAN. No votes or actions were taken. The Board adjourned the executive session at 7:50 pm.

**Circle C Homeowners Association
 Manager's Report
 January 24, 2022 – February 18, 2022**

	Jan 24 - Feb 18, 2022			Jan 25-Feb 19, 2021	
	454 Violations			152 Violations	
Rubbish/Debris	266	58.59%		97	63.82%
Front Yard Maintenance	49	10.79%		10	6.58%
Architectural	22	4.85%		2	1.32%
Vehicle Storage	20	4.41%		8	5.26%
Repair of Exterior Damages	26	5.73%		10	6.58%
Exterior Lighting	57	12.56%		16	10.53%
Driveway	1	0.22%		2	1.32%
Fencing	0	0.00%		1	0.66%
Use Limitations	1	0.22%		6	3.95%
Recreational Equipment	1	0.22%		0	0.00%
Maintenance	11	2.42%		0	0.00%

	454 Violations by Stage			152 Violations by Stage	
Stage 0	1	0.22%		0	0.00%
Stage 1/Cooperative Letters	409	90.08%		121	81.25%
Stage 2 Letters	38	8.37%		25	14.70%
Stage 3 Letters	6	1.32%		6	4.05%

	454 Violation Updates/Creates			152 Violation Updates/Creates	
Closed	213	46.91%		79	51.97%
New	216	47.57%		56	36.84%
Escalated	21	4.62%		13	8.55%
Re-Opened	4	0.88%		4	2.63%
Attorney	2			2	1.31%

Administration

13 New Homeowner Packets mailed January 17th – February 11th

Financial

AP checks were signed February 18th with Terri Giles

Upcoming Special Events

Mar 1st - CCCC Voting Location for Texas Primary

Mar 11th – 1st Food Trailer Night

Mar 23rd – Annual Meeting

Mar 30th – March Board Meeting

Apr 9th – Easter Egg Hunt

Apr 30th – 1st Semi-Annual Garage Sale

(Electronic Recycling, Paper shredding, Salvation Army)

Project/Updates

- We have quorum for the Annual Meeting. As of 2/18/2022 we are at 15.77%.
- We have 5 candidates for the 3 open board positions. They are Stephen Bega, Mark Blanton, Bradley Bush, Kimberly De La Garza and David Lachance. We held the Candidate Meet & Greet on February 2nd and the candidate's questionnaires are posted on the website. I am including the questionnaires and Annual Meeting information in the blast emails. There was an issue with the voting pamphlet containing info from last years pamphlet. I worked with the webmaster to get the correct one uploaded.
- Community Center Reservation. Due to the decline in COVID cases and the comfort level of staff, reservations will go back to 100% capacity starting March 1st. All residents that have reservations scheduled after March 1st are being contacted to make the any needed adjustments.
- AISD has requested a walk-thru of the repairs still needed for Lot 44 and it is scheduled for February 23rd.
- The phones at the Swim Center have been changed. The new number is 512-363-5578.
- The Circle C Ranch HOA Facebook page is live and has been very easy to update.
- OHAN (Oak Hill Association of Neighborhoods). CCHOA has been a part of OHAN for many years and is made up of other neighborhoods that are located in District 8. Claudia Corum (Circle C Resident) has been Circle C's representative for the last several years.
- Mailboxes continue to be broken into. The mailboxes located in Park Place were damaged in January. The USPS recently reached out and have stated that due to the fact boxes are covered and have low walls on three sides, that it is the HOA's responsibility to replace them. I have submitted a design to the USPS which includes removing the short walls on the back and the sides of the mail center and installing 7-16 tenant CBU's and 1-8 tenant CBU (we would not be removing the cover). We are working to get the USPS to take ownership of the new mailboxes once they are installed. Park West mailboxes were also broken into before Christmas and the Park West board is working on those repairs. Put in the blast emails and also report them to the USPS. Including in the emails for residents to sign up for Informed Delivery, pick-up mail daily if possible and how to report mail theft.

- **Capital Projects**

2022 Capital Budget Projects include:

SC – Picnic Tables/Benches	Bid Received
GR – Shade Structure	Scheduled to be completed by April 1 st
CC – Pool Splash Pad UV System	Ordered – Scheduled Completion March 15 th
CC – Pool Replaster	Scheduled to be completed by April 1 st
CC – Pool Slide Repairs/Polishing	Completed
CC – Splash Pad Refinishing Features	In Process
Avana – Parking Lot Seal/Stripe	Scheduled for April
GR – Parking Lot Seal/Stripe	Scheduled for April
SC – Lounge Chairs	Bid Received
SC – Wade Pool Bucket Repaint	Scheduled to be completed by March 15 th
Node Clock Replacement	Started
Rock Work	Not Started
Escarpment Loop Project	Preliminary breakdown outlined. Will have a follow up meeting on the new plans.
Circle C North Improvements	Information has been submitted to the City for the permits. One permit was received and then Austin Water added a completely new request. Sorting through where this came from.
Construction Repairs	Repairs due to construction have been done at Bernia, Trissino, Slaughter, La Crosse, Escarpment and Archeleta.
SC Roof	

Current or Future Projects

- Irrigation Infrastructure
- Signage
- Monuments

- Landscape Prep
- Expansion of CCCC pool
- Phase II
- Last shade structure will be installed in 2022

2022 CCHOA INCOME BUDGET

Category	Subcategory	2022 Budget	Jan-22	Totals	%
Homeowner Income	Homeowner Dues	\$4,070,000	\$38,642.70	\$38,642.70	1%
Homeowner Income	Resale Certificates	\$78,750	\$2,925.00	\$2,925.00	4%
Homeowner Income	Transfer Fees IOcome	\$67,200	\$3,325.00	\$3,325.00	5%
Homeowner Income	Late Fees Collected	\$25,000	\$1,671.17	\$1,671.17	7%
Homeowner Income	Lien Admin Fees Income	\$420	\$14.00	\$14.00	3%
Homeowner Income	Filing Fee Income	\$1,680	\$56.00	\$56.00	3%
Homeowner Income	NSF Charges	\$100	\$0.00	\$0.00	0%
Homeowner Income Total		\$4,243,150	\$46,633.87	\$46,633.87	1%
Architectural Review Income	Architectural Review IOcome	\$10,000	\$1,630.00	\$1,630.00	16%
Architectural Review IOcome Total		\$10,000	\$1,630.00	\$1,630.00	16%
Rental Income	Office Rent	\$9,000	\$661.50	\$661.50	7%
Rental Income	Grill Rent	\$6,600	\$1,075.80	\$1,075.80	16%
Rental Income Total		\$15,600	\$1,737.30	\$1,737.30	11%
Aquatics Income	Pool Programs	\$60,000	\$1,399.00	\$1,399.00	2%
Aquatics Income	Pool Programs - Swim Team	\$145,500	\$14,787.50	\$14,787.50	10%
Aquatics Income	Facility Income	\$35,000	\$3,101.38	\$3,101.38	9%
Aquatics Income Total		\$240,500	\$19,287.88	\$19,287.88	8%
CCCC Income	CCCC Facility Rentals	\$50,000	\$5,546.25	\$5,546.25	11%
CCCC Income Total		\$50,000	\$5,546.25	\$5,546.25	11%
Landscape Reimbursements	Stratus Reimb	\$97,000	\$0.00	\$0.00	0%
Landscape Reimbursements	COA Reimb	\$17,600	\$0.00	\$0.00	0%
Landscape Reimbursements Total		\$114,600	\$0.00	\$0.00	0%
Miscellaneous	Interest Income	\$15,000	\$272.11	\$272.11	2%
Miscellaneous	Sales Tax Discount	\$0	\$1.13	\$1.13	
Miscellaneous Total		\$15,000	\$273.24	\$273.24	2%
Cove @ CC Reimbursement	Cove @ Circle C HOA	\$5,000	\$0.00		
Rowell Reimbursement	The Rowell HOA	\$95,000	\$0.00	\$0.00	0%
Reimbursement Total		\$100,000	\$0.00	\$0.00	0%
Grand Total		\$4,788,850.00	\$75,108.54	\$75,108.54	2%

2022 CCHOA EXPENSE BUDGET

Category	Subcategory	2022 Budget	Jan-22	Totals	%
Commons Area Services	Landscape Maint Contract	\$1,350,112	\$114,443.86	\$114,443.86	8%
Commons Area Services	Contract Landscape SC	\$35,097	\$2,924.81	\$2,924.81	8%
Commons Area Services	Contract Landscape CCCC	\$35,097	\$2,924.81	\$2,924.81	8%
Commons Area Services	Contract Landscape AV	\$24,888	\$2,074.06	\$2,074.06	8%
Common Area Services	Contract Landscape GR	\$24,888	\$2,074.06	\$2,074.06	8%
Common Area Services	Common Area Holiday Lighting	\$48,288	\$0.00	\$0.00	0%
Commons Area Services	Landscape Repairs	\$115,000	\$12,978.63	\$12,978.63	11%
Commons Area Services	Landscape Water Utilities	\$255,000	\$11,951.10	\$11,951.10	5%
Commons Area Services	COA Water Utility Compliance	\$8,000	\$2,275.00	\$2,275.00	28%
Common Area Services	Landscape Electric Utilities	\$36,000	\$2,965.89	\$2,965.89	8%
Common Area Services	Tree Care	\$75,000	\$1,025.14	\$1,025.14	1%
Commons Area Services	Fence Repairs & Maint	\$7,000	\$0.00	\$0.00	0%
Commons Area Services	Electrical Repairs & Maint	\$12,000	\$0.00	\$0.00	0%
Common Area Services	Neighborhood Maint & Repair	\$20,000	\$0.00	\$0.00	0%

Common Area Services	Non Contract Landscape - SC	\$20,000	\$0.00	\$0.00	0%
Commons Area Services Total		\$2,066,370	\$155,637.36	\$155,637.36	8%
Aquatics Facilities	Administrative	\$65,000	\$712.73	\$712.73	1%
Aquatics Facilities	Supplies - Pool	\$27,500	\$1,541.52	\$1,541.52	6%
Aquatics Facilities	Supplies - Chemicals	\$74,000	\$1,743.30	\$1,743.30	2%
Aquatics Facilities	Supplies & Fees - Swim Team	\$22,000	\$283.72	\$283.72	1%
Aquatics Facilities	Maintenance - Pool	\$94,600	\$1,411.98	\$1,411.98	1%
Aquatics Facilities	Maintenance - Building	\$67,900	\$609.96	\$609.96	1%
Aquatics Facilities	Payroll - Staff	\$751,650	\$19,669.99	\$19,669.99	3%
Aquatics Facilities	Payroll - Programming Staff	\$37,000	\$290.24	\$290.24	1%
Aquatics Facilities	Payroll - Swim Team	\$138,550	\$6,605.31	\$6,605.31	5%
Aquatics Facilities	SC-Utilities - Water	\$30,000	\$2,035.04	\$2,035.04	7%
Aquatics Facilities	Avana _Utilities-Water	\$6,000	\$166.60	\$166.60	3%
Aquatics Facilities	GR- Utilities - Water	\$4,000	\$205.41	\$205.41	5%
Aquatics Facilities	SC-Utilities - Electric	\$28,000	\$1,344.67	\$1,344.67	5%
Aquatics Facilities	Avana - Utilities- Electric	\$12,000	\$922.72	\$922.72	8%
Aquatics Facilities	GR -Utilities-Electric	\$6,000	\$441.79	\$441.79	7%
Aquatics Facilities	Utilities - Natural Gas	\$32,000	\$3,845.36	\$3,845.36	12%
Aquatics Facilities	SC-Utilities - Telephone/Interr	\$15,000	\$540.51	\$540.51	4%
Aquatics Facilities	Avana - Telephone/Internet	\$5,000	\$182.16	\$182.16	4%
Aquatics Facilities	GR- Telephone/Internet	\$5,000	\$219.67	\$219.67	4%
Aquatics Facilities Total		\$1,421,200	\$42,772.68	\$42,772.68	3%
Circle C Community Center	Utilities - Water	\$27,000	\$351.30	\$351.30	1%
Circle C Community Center	Utilities - Electric	\$24,000	\$751.13	\$751.13	3%
Circle C Community Center	Utilities - Telephone/Internet	\$9,000	\$664.07	\$664.07	7%
Circle C Community Ctr	Events Payroll	\$6,000	\$114.53	\$114.53	2%
Circle C Community Center	Maintenance - Building	\$50,000	\$1,297.23	\$1,297.23	3%
Circle C Community Ctr Total		\$116,000	\$3,178.26	\$3,178.26	3%
Maintenance Operations	Office Supplies	\$1,200	\$64.89	\$64.89	5%
Maintenance Operations	Employee Education	\$1,200	\$225.00	\$225.00	19%
Maintenance Operations	Uniforms	\$1,800	\$0.00	\$0.00	0%
Maintenance Operations	Staff Recruitment	\$300	\$0.00	\$0.00	0%
Maintenance Operations	Safety Equip/Supplies	\$1,400	\$337.42	\$337.42	24%
Maintenance Operations	Maintenance Payroll	\$180,000	\$14,013.80	\$14,013.80	8%
Maintenance Operations	Pool Tech	\$69,000	\$3,076.94	\$3,076.94	4%
Maintenance Operations	Payroll Taxes	\$15,000	\$1,409.78	\$1,409.78	9%
Maintenance Operations	Computer/Software	\$1,400	\$0.00	\$0.00	0%
Maintenance Operations	Tools/Supplies	\$5,000	\$1,217.44	\$1,217.44	24%
Maintenance Operations	Office Furniture	\$600	\$0.00	\$0.00	0%
Maintenance Operations Total		\$276,900	\$20,345.27	\$20,345.27	7%
HOA Operations	Office Supplies	\$9,000	\$1,648.12	\$1,648.12	18%
HOA Operations	Equip & Maintenance	\$15,000	\$401.41	\$401.41	3%
HOA Operations	HOA Owned Vehicle Expense	\$8,000	\$177.22	\$177.22	2%
HOA Operations	Postage	\$18,000	\$3,619.56	\$3,619.56	20%
HOA Operations	Web Operations	\$3,000	\$20.47	\$20.47	1%
HOA Operations	Printing	\$3,000	\$405.94	\$405.94	14%
HOA Operations	HOA Meetings	\$5,000	\$3,575.70	\$3,575.70	72%
HOA Operations	Deed Restrictions	\$5,000	\$708.56	\$708.56	14%
HOA Operations	HOA Special Events	\$30,000	\$0.00	\$0.00	0%
HOA Operations	Professional Fees	\$2,000	\$0.00	\$0.00	0%
HOA Operations Total		\$98,000	\$10,556.98	\$10,556.98	11%
Financial Management	Management Services	\$115,000	\$9,276.30	\$9,276.30	8%
Financial Management	Resale Certificate	\$17,500	\$650.00	\$650.00	4%
Financial Management	Lien Filing Administrative Fees	\$2,500	\$104.00	\$104.00	4%
Financial Management	Bank Fees	\$38,000	\$3,178.95	\$3,178.95	8%
Financial Management	CPA/Audit	\$8,000	\$0.00	\$0.00	0%

Financial Management Total		\$181,000	\$13,209.25	\$13,209.25	7%
HOA Management	Management Payroll	\$190,000	\$14,377.88	\$14,377.88	8%
HOA Management	Management Payroll Taxes	\$15,000	\$1,457.93	\$1,457.93	10%
HOA Management	Mileage Reimbursement	\$6,000	\$364.46	\$364.46	6%
HOA Management	Insurance Stipend	\$54,000	\$5,117.72	\$5,117.72	9%
HOA Management	Cont Ed & Skills Enhancement	\$2,000	\$0.00	\$0.00	0%
HOA Management Total		\$267,000	\$21,317.99	\$21,317.99	8%
Architctural Review Expens	Architctural Review Expenses	\$7,500	\$1,385.50	\$1,385.50	18%
Architctural Review Expenses Total		\$7,500	\$1,385.50	\$1,385.50	18%
Legal Services	Legal Services	\$20,000	\$0.00	\$0.00	0%
Legal Services Total		\$20,000	\$0.00	\$0.00	0%
Taxes	Property	\$5,500	\$0.00	\$0.00	0%
Taxes	Income/Franchise Taxes	\$0	\$0.00	\$0.00	#DIV/0!
Taxes Total		\$5,500	\$0.00	\$0.00	0%
Insurance	General, Property, Boiler & Au	\$78,000	\$6,755.36	\$6,755.36	9%
Insurance	Auto	\$5,000	\$431.09	\$431.09	9%
Insurance	D & O Insurance	\$12,000	\$0.00	\$0.00	0%
Insurance	Worker's Comp	\$16,000	\$0.00	\$0.00	0%
Insurance Total		\$111,000	\$7,186.45	\$7,186.45	6%
Community Enhancement	Donations	\$1,000	\$0.00	\$0.00	0%
Community Enhancement	Association Memberships	\$2,000	\$50.00	\$50.00	3%
Community Enhancement Total		\$3,000	\$0.00	\$0.00	0%
Reserve Transfer		\$215,380	\$0.00	\$0.00	0%
Grand Total		\$4,788,850	\$275,590	\$275,590	6%

Expected Reserve Expenditures and Capital Improvement for 2022

	YTD		
SC Pincnic Tables/Bench	\$5,400	\$0.00	
GR Shade Structure	\$39,000	\$18,413.33	
CC Pool Splash Pad	\$9,000	\$8,995.58	
CC Pool Replaster	\$84,000	\$0.00	
CC Pool Slide Repairs	\$6,500	\$5,408.75	
CC Splash Pad Refinish	\$4,500	\$0.00	
AV Parking Lot Seal/Stripe	\$7,200	\$0.00	
GR Parking Lot Seal/Stripe	\$5,800	\$0.00	
SC Lounge Chairs	\$8,200	\$0.00	
SC Wade Pool Bucket	\$5,500	\$0.00	
Node Clock Replacement	\$75,000	\$37,500.00	
Rock Work	\$50,000	\$0.00	
Escarpment Project	\$340,000	\$0.00	
CCN Improvement	\$200,000	\$0.00	
Construction Repairs	\$50,000	\$73.15	
Total	\$890,100	\$70,390.81	
Total Capital Budget Projects	\$890,100.00	\$70,390.81	

Grand Total Expenses

\$5,678,950.00

**Circle C Landscape
Board Report, February, 2022**

Weather

General: Up and down winter weather, several hard freezes

Rainfall Total: 5+ inches

Temperature: 19-78 degrees

Major Events: rain event in early February, beneficial rain

Maintenance Services

General: Major perennial trim in all areas

Weeding: Weed and Clean Beds

Trimming: ongoing winter trim

Treatments: pre emergent weed killer on as areas are cut
extra weed treatments in selected areas due to warm weather

Outlying Areas

Filter Pond, CCCC weedeated, trash removed

Outlying mail centers checked and cleaned

Irrigation:

Irrigation controllers remain off excepting new areas

With City of Austin Boil Water Notice, Slaughter and Escarpment Loops turned off
and then turned back on after restrictions were eased

General repairs throughout, Main Line breaks at Escarpment and Vintage Place
valve replacements, bubbler replacements, drip line breaks

Began annual irrigation system wide check

Slaughter Lane Major Repair: Developed main line leak under roadway between
south side of Slaughter and Median, between Beckett and

**Circle C Landscape
Board Report, February, 2022**

HEB driveway. Designed and Completed removal of existing 3" main line, replacement under the roadway, work in high traffic conditions, six days for digging, cleaning out sleeve, creating trench angle to insert new sleeve, testing and verifying, traffic control and professional supervision required.

Rock Work

Greyrock at corners	Scheduled
CCCC	Scheduled
Viridian Mail Center	Scheduled

Trees

dug out stump from tree hit by car at Escarpment/Estana
cleaned up tree area on Escarpment blocking view of Trissino round a bout

Construction Damage and Projects

Slaughter/Es Vinemont crosswalk under construction , damage to corner areas and medians

Slaughter/Beckett, no water at median towards Mopac

Escarpment, at Bear Creek Elementary, waiting for area to be completed

LaCrosse at Wildflower Park Side, debris and continuing construction

LaCrosse at west entry off Mopac, continued construcion impact

Circle C Aquatics

January-22

Winter Operations

Facility Usage	Swim Center		Community Center		Avaña		Greyrock		Total	
	Jan-22	YTD	Jan-22	YTD	Jan-22	YTD	Jan-22	YTD	Jan-22	YTD
Resident Entries	774	774	0	0	0	0	0	0	774	774
Unique Residents	173	173	0	0	0	0	0	0	173	173
Unique Households	131	131	0	0	0	0	0	0	131	131
Guest Entries	14	14	0	0	0	0	0	0	14	14
Other Entries	1,274	1,274							1,274	1,274
Average Hourly Count	5									
% of Capacity	3%									
Total Entries	2,062	2,062	0	0	0	0	0	0	2,062	2,062

Incidents	Swim Center		Community Center		Avaña		Greyrock		Total	
	Jan-22	YTD	Jan-22	YTD	Jan-22	YTD	Jan-22	YTD	Jan-22	YTD
Water Rescues		0		0		0		0	0	0
First Aid Responses	1	2		0		0		0	1	2
Sudden Illness Treatments		0		0		0		0	0	0
Patron Behavior Incidents		0		0		0		0	0	0
Biohazard Cleanups		0		0		0		0	0	0
Suspensions/Expulsions		0		0		0		0	0	0
EMS/911 Callouts		0		0		0		0	0	0
Total Incidents	1	2	0	0	0	0	0	0	1	2
Incident per Entry Ratio	0.05%	0.10%							0.05%	0.10%

Revenue	Jan-22	YTD
Aquatics Programs	\$ 1,399	\$ 1,399
Swim Team	\$ 14,788	\$ 14,788
Guest Fees	\$ 28	\$ 28
Area Reservations	\$ 0	\$ 0
Facility Rentals	\$ 0	\$ 0
Lane Rentals	\$ 3,027	\$ 3,027
Other Facility Income	\$ 46	\$ 46
Total Aquatics Revenue	\$ 19,288	\$ 19,288

Programs	Jan-22
Select Swim Team	86
Masters Swimming	15
Group Swim Lessons	0
Private Swim Lessons	0
Water Aerobics	0
Certification Courses	0
WSI Course	0
Total Participants	101

Reservations & Rentals	Jan-22	YTD
Area Reservations	0	0
Facility Rentals	0	0
Lap Lane Reservations	0	0
Total Reservations	0	0

Aquatics Staffing	Jan-22
Lifeguards/Head Guards	48
Front Desk Staff	8
Instructors/Coaches	5
Total Staff	61

Resident Stats	Individuals	Households	Members / Household
Homeowners	16,849	5,516	3.05
Renters	1,414	413	3.42
New Memberships	80	40	
Totals	18,263	5,929	3.08

Circle C HOA
Maintenance Report for Board February 2022
Prepared by Robert Bardeleben -Facilities Director

SWIM CENTER COMPOUND/Maintenance Offices

- Routine Cleaning and Maintenance have been completed
- Minor Equipment and Facility Repairs Made
- Solar water heating panels for wade pool scheduled to be replaced on March 2
- Replaced Roof and Gutters on Swim Center Restrooms
- Updated Camera Servers

COMMUNITY CENTER

- Routine inspections and maintenance have been completed
- Installed Additional Battery Backup in Server Closet
- Updated all Camera Servers

COMMUNITY CENTER POOL

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

NEIGHBORHOOD

- Minor repairs have been completed as needed
- Replaced Electric J-Boxes on Slaughter at Main Line Break—removed part of sidewalk and facilitated sidewalk repair.
- Replaced Numerous Mailbox Center Solar Lights around neighborhood.
- Tightened/Repaired Numerous Street Signs around neighborhood.

AVANA AMENITIES CENTER

- Routine Cleaning and Maintenance have been completed
- Minor repairs have been made
- Updated Camera Servers

GREY ROCK AMENITIES CENTER

- Routine Cleaning and Maintenance have been completed
- Minor repairs have been made
- Updated Camera Servers



Circle C Landscape • 5919 LaCrosse • Austin, Texas 78739 • circlelandscape @fastmail.com

Proposal for Drip Replacement at Hedge Area Escarpment, east and west sides, south of LaCrosse

Description: In 2011, Circle C Landscape installed drip irrigation to run underneath the hedge areas against the fences along Escarpment, south of LaCrosse.

Drip irrigation has successfully watered the shrubs over the years, however, after 11 years, it is completely worn out and full of leaks and no longer usable. Without irrigation, the shrubs will decline or have to be hand watered during the hot summer.

The drip system is composed of valves, piping and RainBird subsurface drip with copper emitters.

City of Austin regulations allow watering with drip as needed. The drip irrigation provides deep watering, and cuts water cost through efficient watering. Drip irrigation is the preferred method for irrigation in Circle C and is a goal of the Circle C Green Community Model.

Proposal:

1. Remove old drip line, related piping and staples holding the drip in place on both sides of Escarpment, estimated 7800 linear feet. Dig out worn and non-functioning piping.
2. Replace piping as needed. Install pressure reducers* at each primary junction. Install new dripline along each hedge line. Install staples to hold line in place, test and manage.

*An inline pressure reducing device is installed along the main piping to reduce pressure to the drip system and increase its functioning and longevity.

Other:

Drip line valves are operating from node clocks which are updated as part of the node clock project.

The drip line should last for approximately 10 years. It can be incorporated into the new design for Escarpment.

Materials:

- Rain Bird Subsurface drip with copper emitters (spec sheet included)
- Rain Bird In line pressure reducers to be installed at each drip junction (20)
- Rain Bird fittings as necessary
- Staples for secure holdings.

Costs:

Project Scope: East and West Sides of Escarpment, LaCrosse to South Bay
7800 linear feet

Remove existing broken drip system.
Replace piping where needed
Install in-line pressure reducers at junctions (20 locations)
Install new drip and fittings, staple in place
Test and program

Removal: Remove all staples, drip and piping, haul and dispose.	\$6,800.00
Install In-line pressure reducers at 20 locations:	\$4,300.00
Install 7800 linear feet dripline, necessary piping, fittings and staples, bury piping as needed	\$15,600.00
Project management, supervision, water management during project, design	\$4,500.00
Total:	\$31,200.00

***Notes:** All work is done under the terms of the existing Landscape and Irrigation Agreement between the Circle C Homeowners Association, Inc. and Circle C Landscape LLC as specified in the contract provisions for Additional Work.

XFS Dripline With Copper Shield™ Technology

Dripline Series



XFS
SUB-SURFACE

Applications

Rain Bird® XFS Dripline with Copper Shield™ for sub-surface drip irrigation is the latest innovation in the Rain Bird Xerigation™ Family. Rain Bird's patent-pending Copper Shield™ Technology protects the emitter from root intrusion, creating a long-lasting, low maintenance sub-surface drip irrigation system for use under turf grass or shrub and groundcover areas. XFS Series Dripline with Copper Shield™ is perfect for small, narrow and tight planting areas, as well as areas with tight curves or many switchbacks.

It accepts Rain Bird Easy Fit Compression Fittings, XFF Dripline Barbed Insert Fittings and other 17 mm barbed insert fittings.

Features

Simple

- Rain Bird's patent pending shiny metallic copper-colored XFS dripline with Copper Shield™ Technology protects the emitter from root intrusion with out requiring EPA-approved handling procedures - unlike some manufacturers who use harsh chemicals or treated filters to protect the emitter from root intrusion
- Through the use of a proprietary tubing material, the shiny metallic copper-colored XFS Dripline with Copper Shield™ is the most exible dripline tubing in the industry making it the easiest sub-surface dripline to design with and install

- It accepts Rain Bird Easy Fit Compression Fittings, XFF Dripline Barbed Insert Fittings and other 17 mm barbed insert fittings
- Rain Bird's low-profile emitter design reduces in-line pressure loss, allowing longer lateral runs, simplifying design and reducing installation time
- Variety of emitter flow rates, emitter spacing and coil lengths provide design flexibility for either sub-surface turf grass or sub-surface shrub and groundcover applications

Reliable

- XFS emitters are protected from root intrusion by Rain Bird's patent-pending Copper Shield™ Technology resulting in a system that does not require maintenance or replacement of chemicals to prevent root intrusion
- The pressure-compensating emitter design provides a consistent flow over the entire lateral length ensuring higher uniformity for increased reliability in the pressure range of 8.5 to 60 psi

Durable

- Dual-layered tubing (copper over black) provides unmatched resistance to chemicals, algae growth and UV damage
- Grit Tolerant: Rain Bird's proprietary emitter design resists clogging by use of an extra-wide flow path combined with a self-flushing action

Operating Range

- Pressure: 8.5 to 60 psi (58 to 4.14 bar)
- Flow rates: 0.42, 0.6 and 0.9 gph (1.6 l/h, 2.3 l/hr and 3.5 l/hr)
- Temperature:
Water: Up to 100°F (37.8° C)
Ambient: Up to 125°F (51.7° C)
- Required Filtration: 120 Mesh

Specifications

- OD: 0.634"
- ID: 0.536"
- Thickness: 0.049"
- 12", 18" (30.5 cm, 45.7 cm) spacing
- Available in 100' and 500' (30.5 m and 152.4 m) coils
- Coil Color: Copper, Purple, Copper with Purple Stripe



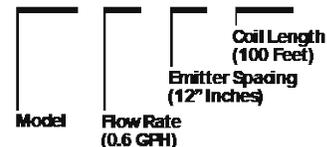
XFS Dripline Models

XFS-04-12-500	XFS-04-18-500	XFS-06-12-100	XFS-06-12-500	XFS-06-18-100	XFS-06-18-500	XFS-09-12-100	XFS-09-12-500	XFS-09-18-100	XFS-09-18-500
XFS-04-12-500	XFS-04-18-500	XFS-06-12-500	XFS-06-18-500	XFS-09-12-500	XFS-09-18-500	XFS-04-125	XFS-04-185	XFS-06-125	XFS-06-185
						XFS-09-125	XFS-09-185		

XFS Blank tubing also available in brown, purple, and purple stripe colors

How To Specify

XFS-06-12-100



XFS-06-12-100 = Purple to indicate models that use non-potable water
XFS-06-12-100 = Purple stripe to indicate models that use non-potable water

XFS Sub-Surface Dripline with Copper Shield™ Technology

Sub-Surface Drip Irrigation (SDI) perfect for small, narrow and tight planting areas, switchbacks, as well as all turf landscapes

Rain Bird® XFS Sub-Surface Copper-Colored Dripline with Copper Shield™ Technology is the latest innovation in the Rain Bird Landscape Drip Family. Rain Bird's patent-pending Copper Shield Technology protects the emitter from root intrusion, creating a long-lasting, low maintenance sub-surface drip irrigation system for use under turf grass or shrub and groundcover areas.

A proprietary tubing material makes the XFS Sub-Surface Dripline with Copper Shield the most flexible tubing in the industry, and the easiest sub-surface dripline to design with and install.

Features

Simple

- Rain Bird's low-profile emitter design reduces in-line pressure loss, allowing longer lateral runs, simplifying design and reducing installation time
- Variety of emitter flow rates, emitter spacing and coil lengths provide design flexibility for either sub-surface turf or sub-surface shrub and groundcover applications

Reliable

- XFS Sub-Surface Dripline emitters are protected from root intrusion by Rain Bird's patent-pending Copper Shield™ Technology resulting in a system that does not require maintenance or replacement of chemicals to prevent root intrusion
- The pressure-compensating emitter design provides a consistent flow over the entire lateral length ensuring higher uniformity for increased reliability in the pressure range of 8.5 to 60 psi

Durable

- Dual-layered tubing (copper over black) provides unmatched resistance to chemicals, algae growth and UV damage
- Grit Tolerant: Rain Bird's proprietary emitter design resists clogging by use of an extra-wide flow path combined with a self-flushing action

Operating Range

- Pressure: 8.5 to 60 psi (0.58 to 4.14 bar)
- Flow rates: 0.4 gph, 0.6, and 0.9 gph (1.6 l/h, 2.3 l/hr and 3.5 l/hr)
- Temperature:
 - Water: Up to 100°F (37.8° C)
 - Ambient: Up to 125°F (51.7° C)
- Required Filtration: 120 mesh

Specifications

- Dimensions: OD: 0.634" (16mm); ID: 0.536" (13.6mm); Thickness: 0.049" (1.2mm)
- 12" and 18" (30.5 cm and 45.7 cm) spacing
- Available in 100' and 500' (30.5 m and 152.4 m) coils
- Coil Color: Copper
- Use with XF Dripline Insert Fittings



XFS Sub-Surface Dripline



XFS Sub-Surface Dripline with Copper Shield™ Technology



XFS Dripline offers increased flexibility for easy installation



Irrigation Association Show Winner

How to Specify

XFS - P - 09 - 12 - 100	
Optional P = Purple PS = Purple PS12	Length of Tubing 100 = 100' (30.5 m) 500 = 500' (152.4 m)
Model XFS Sub-Surface Dripline	Emitter Spacing 12 = 12" (30.5 cm) 18 = 18" (45.7 cm)
Flow Rate	
04 = .42 gph (1.6 l/h)	
06 = .61 gph (2.3 l/h)	
09 = .92 gph (3.5 l/h)	



Quote

Quote Number: WL-Q-22306
Valid Until: Mar 6, 2022

Project : CBUs for 78739	Rep : Jesús C.
Delivery Zip Code: 78739	Email : customer@weblifestores.com
Company : Circle C HOA	Phone : 866.717.4943
Contact : Karen Hibpshman	Fax :

Line Item	Product Details	Qty	List Price	Total
1.	Name CBU - 16 Tenant Boxes Cluster Mailbox In Sandstone SKU 1570-16SDAF More Details -Prepared for USPS Arrow Lock -Pedestal Included -USPS approved	7	\$ 1,959.00	\$ 13,713.00
2.	Name CBU - 8 Tenant Boxes Cluster Mailbox In Sandstone SKU 1570-8SDAF More Details -Prepared for USPS Arrow Lock -Pedestal Included -USPS approved	1	\$ 1,779.00	\$ 1,779.00

Sub Total	\$ 15,492.00
Tax	\$ 0.00
Discount	\$ 3,036.34
Shipping	\$ 0.00
Total if Paid by Check	\$ 12,455.66

Product Options:

Product Color: Sandstone (TBD)
 Total Tenant Doors: 120
 Total Parcel Doors: 16
 Total Outgoing Slots: 8
 Door Identification: Custom Decals
 Door Numbering: Tenant Doors: 1-120
 Parcel Lockers: 1P-16P

The best USPS practice is consecutive numbers that do not match the apartment numbers for security and privacy reasons. Tenant keys are labeled with their assigned door number.
 If you need different custom numbers please get USPS approval. (TBD, please confirm)

Quote Description:

7 x Florence CBU - 16 Tenant Boxes Cluster Mailbox
 1 x Florence CBU - 8 Tenant Boxes Cluster Mailbox

- Pedestal Included
- Free Curbside Delivery
- Tenant Locks w/3 keys included

Lead Time According to Manufacturer:
 The current lead time is 4-6 weeks.
 Ships directly from the factory floor to ensure the quickest available delivery.

A similar unit is available faster from a different brand, but at a higher price.

Shipping Options:

Curbside Delivery with Liftgate (Included): Only applicable for products that are too large for UPS or FedEx and, as a result, ship via freight line. If chosen, the merchandise will be offloaded from the freight truck by a liftgate. The truck driver is not required to move the merchandise beyond the "curbside".

Liftgate & Driveway/Garage Delivery (\$300).

Terms and Conditions

This Quote was made under the standard terms and conditions of sale for MailboxWorks.com, property of Weblife Stores LLC. Price is based on payment being made by 'Check'. Please make checks payable to 'Weblife Stores LLC' and mail to 3941 Park Dr Ste 20-493, El Dorado Hills, CA 95762-4549.

Credit Card Payments: Our quoted price is based on a 'Mailed Check' or 'ACH Debit' (online check) payment. When you pay with these methods we discount your quote more, because there are no credit card fees. If you require payment by credit card, please note that we won't be able to pass along the additional savings. **For this quote the Credit Card Payment Price is: 12767.05 or you can pay the online cart price which in some cases could be less than this price.** We do our best to offer you the lowest price possible directly online via our automated quantity discounts.

Weblife Stores LLC, 3941 Park Dr Ste 20-493, El Dorado Hills, CA 95762-4549