CCHOA Board Meeting Agenda
31 January 2024, 6:30pm
Circle C Community Center via zoom

I. Roll Call

II. Acceptance of Agenda

III. Acceptance of November 29, 2023 Board meeting minutes *Joanne Kinzer*

IV. Acceptance of the December 11, 2023 Special Board meeting minutes *Joanne Kinzer*

V. Homeowner Forum *(3 min each)*
(Homeowners may sign up to speak for the Homeowners Forum by calling the HOA manager at 512-288-8663 or sending an email to info@circlecranch.info at least a week before the meeting, in writing. Members will be given 3 minutes to address the board. The Board will send a reply through the HOA Office after the meeting.
   a. Megan Pound

VI. Zoning & CC&R's – Susan Hoover

VII. Management Reports
   a. General Report, *Karen Hibpshman*
      1. Nov/Dec YTD Financials
   b. Landscape Report, *Karen Hibpshman*
   c. Aquatics Report, *Brody McKinley*
   d. Maintenance Report, *Robert Bardeleben*

VIII. Discussion Items
   a. Insurance Review
   b. Short-Term Rental (STR)
   c. Annual Meeting/Ballot Items

IX. Action Items
   a. Avana pool plaster & pool repairs proposal
   b. 2024 Budget Adjustment – Pond Controller/Pump Replacement

X. Adjourn Public Meeting

XI. Executive Session

Attachments

1. November 2023 Board Meeting Minutes
2. December 11, 2023 Special Board Meeting Minutes
3. General Report (including YTD Financials)
4. Landscape Report
5. Aquatics Report
6. Maintenance Report

Circle C Homeowners Association
Board Meeting Minutes
November 29, 2023

1. The CCHOA Board of Directors convened on November 29, 2023, at the Community Center and via video conferencing (Zoom). Stephen Bega called the meeting to order at 6:37 p.m. In attendance were board members Stephen Bega, David Lachance, Kimberly De La Garza, Joanne Kinzer, Paul Oveisi and John LaBarge. CHOA Manager Karen Hibpshman (HOA Manager), Robert Bardeleben (Facilities Director) and Brody McKinley (Aquatics Director) were present.

2. Stephen presented the November 29, 2023 agenda. Karen asked to add the Restroom Renovation under discussion items. Kimberly motioned to accept the agenda with the change. Paul seconded the motion. All were in favor and the motion passed.

3. Stephen presented the October 25, 2023 Board of Directors Meeting Minutes. Paul 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 present 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 STR. No update

10. The second discussion item was Swimming Pools. No update

11. The third discussion item was the Annual Meeting/Ballot Items. The Annual Meeting ballot will have the elections of two board members and if the board approved putting out the amending the Bylaws.

12. The fourth discussion item was the Restroom Renovation at the Swim Center. Robert explained that the information included in the board packet are the bids that we have received so far. The city has approved the restroom renovation plans that Hitchcock designed. All changes requested from the city and ADA compliance were done and approved. We will either do an email vote or call a special meeting specifically for the Restroom Renovation.

13. The first action item was the Board is considering amending the Bylaws. David motioned to move forward with putting this out to vote to the community on the Annual Meeting ballot. Kimberly seconded the motion. All were in favor and the motion passed.

14. The second action item was the Pool Rules/Guest limit. Paul motioned to check the guest limit from 4 to 6. Joanne seconded the motion. All were in favor and the motion passed.

15. The third action item was the Annual Meeting Ballot. Karen provided the draft ballot that will include two issues to be voted on. One will be the two open director's seats and the second will be the Bylaw Amendment. It does not need to be voted on.

16. The fourth action item was the Escarpment Loop. Paul motion to approve the Escarpment Loop re-wiring/micro trenching project in its entirety over 4-years up to $200,000 each year starting in 2024. Joanne seconded the motion. Stephen, Kimberly, David, Joanne, John and Paul voted yes. Motion passed 6-0.

17. The fifth action item was the Swim Center pool plaster & pool repair proposal. Paul motioned to accept the Atlantis proposal. Joanne seconded the motion. Stephen, Kimberly, David, Joanne, John and Paul voted yes. Motion passed 6-0.

18. The sixth action item was the Avana pool plaster & pool repair proposal. John motioned to table this item. David seconded the motion. All were in favor and the motion passed.

19. The seventh action item was to 2024 Draft Budget. David motioned to approve budget #7. Paul seconded the motion. Stephen, Kimberly, David, Joanne, John & Paul voted yes. All were in favor and the motion passed.

20. The eighth action item is the 2024 Assessment Rate. Joanne motioned to set the assessment rate at $934. John seconded the motion. Stephen, Kimberly, David, Joanne, John and Paul voted yes. All were in favor and the motion passed.

21. Joanne motioned to adjourn the Public Meeting at 8:29 pm. Paul seconded the motion. All were in favor and the motion passed.

22. The board went into executive session at 8:40pm to discuss the Café, SAYOR and HR. No decisions or action were taken. The board adjourned executive session at 9:41pm

Circle C Homeowners Association
Special Board Meeting Minutes
December 11, 2023

1. The CCHOA Board of Directors convened on December 11, 2023, at the Community Center and via video conferencing (Zoom). Stephen Bega called the meeting to order at 6:38 p.m. In attendance were board members Stephen Bega and Joanne Kinzer. Paul Oveisi, John LaBarge and Kimberly De La Garza joined via Zoom. CHOA Manager Karen Hibpshman (HOA Manager), Robert Bardeleben (Facilities Director) were present. Brody McKinley (Aquatics Director) joined via Zoom.

2. Stephen presented the December 11, 2023 agenda. Joanne motioned to approved the agenda. Stephen seconded the motion. All were in favor and the motion passed.

3. Stephen introduced the Homeowner Forum. No Homeowners present for the Homeowner Forum.

4. The first action item was the Restroom Renovation. Stephen motioned to approve the Restroom Renovation project with Robert as the General Contractor not to exceed $149,500. Paul seconded the motion. All were in favor and the motion passed.

5. Joanne motioned to adjourn the Public Meeting at 6:58 pm. John seconded the motion. All were in favor and the motion passed.

6. No Executive Session.

Circle C Homeowners Association
Manager's Report
November 20, 2023 – January 26, 2024

Violation Report
November 20, 2023 – January 26, 2024

	Oct 23 – Nov 21, 2023	Nov 20 – Jan 26, 2023	Percentage of Total Violations	% Change		Oct 24 - Nov 28, 2022	Nov 29- Jan 20, 2022	Percentage of Total Violations	% Change
Total Violations:	**269**	**267**		**-0.74%**		**178**	**113**		**-36.52%**
Rubbish/Debris	46	64	23.97%	39.13%		22	13	11.50%	-40.91%
Front Yard Maintenance	127	106	39.7%	-16.54%		64	40	37.72%	-37.50%
Architectural	11	6	2.25%	-45.45%		34	28	24.78%	-17.65%
Vehicle Storage	13	7	2.62%	-46.15%		6	6	5.31%	0.00%
Repair of Exterior Damages	27	40	14.98%	48.15%		18	6	5.31%	-66.67%
Exterior Lighting	2	1	0.37%	-50.00%		4	1	2.63%	-75.00%
Driveway	2	5	1.87%	150.00%		1	0	0.00%	0.00%
Fencing	1	1	0.37%	0.00%		13	6	5.31%	-53.85%
Use Limitations	1	1	0.37%	0.00%		6	4	3.54%	-33.33%
Recreational Equipment	34	21	7.87%	-38.24%		1	0	0.88%	-100.00%
Offensive Activities	1	8	3.00%	0.00%		0	4	3.54%	#DIV/0!
Common Properties	1	1	0.37%	0.00%		0	0	0.00%	0.00%
Maintenance	3	6	2.25%	100.00%		9	4	3.54%	-55.56%
Abutting Landscaping	0	0	0.00%	#DIV/0!		0	0	0.00%	0.00%
Window Covering	0	0	0.00%	#DIV/0!		0	1	0.88%	#DIV/0!

	269	**267**				**178**	**113**		
Stage 1/Cooperative Letters	203	226	75.46%	11.33%		137	96	28.95%	-29.93%
Stage 2 Letters	46	35	17.10%	-23.91%		27	15	41.32%	-44.44%

Stage 3 Letters	18	6	6.69%	-66.67%		14	2	28.07%	-85.71%
Stage O	2	0	0.00%	-100.00%		0	0	0.00%	0.00%

	269	**267**				**178**	**113**		
On Hold	2	2	0.75%	0.00%		0	0	0.88%	#DIV/0!
Closed	107	201	75.28%	87.85%		69	113	28.95%	38.94%
New	115	35	13.11%	-69.57%		84	0	41.32%	-100.00%
Escalated	42	21	7.87%	-50.00%		22	0	28.07%	-100.00%
Re-Opened	3	8	3.00%	166.67%		3	0	0.88%	-100.00%
Attorney	0	0	0.00%	0.00%		0	0	0.00%	0.00%

Administration

21 New Homeowner Packets mailed November 18th – January 12th.

Financial

AP checks were signed on Dec 20th and Jan 19th with Terri Giles

Upcoming Special Events

Farmers Market are no longer happening at the Community Center. They are looking for a location that is indoors
Feb 1st – Assessment billing and Annual Meeting notice mailed
Feb 1st – Voting site goes live
Feb 15th – Board Candidate Forum
Feb 28th – February Board Meeting
Mar 1st – Food Trailer Night
Mar 11th – 15th – Spring Break
Mar 20th – Annual Meeting
Mar 27th – March Board Meeting

Project/Updates

- Texas Gas Easement Agreement – Texas Gas was able to continue to work with Goddard school site and secure that location. The easement is no longer needed from Circle C. Texas Gas discovered that there are a lot of utilities located in this area which would prevent them from installing a gas line above ground. – They will be delivering a check for the full amount.
  ***The land owner of the Goddard School site gave access to Texas Gas off of Archeleta Blvd through our landscaping which broke a mainline, damaged the 2-wire wiring, drip lines and the sod. They will also connecting a new line under Archeleta to improve the gas pressure in GreyRock. Will work with Texas Gas to restore the damaged area once they are done building the substation. They have not finished their substation but have started to access their site from the Goddard School site.
- Google was doing an installation at Slaughter/Escarpment. Originally met with a supervisor who did not pass my information off to the next crew. Google did extensive damage on both corners of Escarpment and damaging the electrical. The electrical on the east side was damaged first and was able to be repaired. The second damaged electrical was on the west side just before Christmas. They damaged the electrical along the west side of Escarpment significantly which also took the Christmas lights out on that side over the holidays. We weren't able to do the repair until January due to the rain. The repair has been completed and a bill for 2,030.69 has been billed to the Google contractor.
- One of the cluster mailboxes was damaged and not able to be repaired at Via Grande. Ordered new cluster box Dec 8th and the new box was installed. Communicated with the USPS on installation. USPS had to order new master locks which came in on January 25th. Have been told that they will get that installed as quickly as possible to get mail delivery started. To help the USPS, we had the new mailbox keys available for pick-up here at the HOA office for a week and then turned over the ones that were not picked up to the Oak Hill Post Office.
- Since Thanksgiving, there has been several mailbox thefts throughout Circle C. On two of the thefts that we were made aware of at the Swim Center mailboxes we were able to get good security camera footage. I reached out to the US Postal Inspection Services and opened a case with them. On video, it shows them opening the box with a master key both times. The mailboxes are not damaged, they have just had all the mail removed. In the blast emails will continue to encourage residents to be vigilant and also to pick-up mail daily.
- Billing for the 2nd half of the commercial billing was sent September 11, 2023 for $54,500.00 and has not been received. Still emailing Goodwin for payment but have not heard back from them.
- Billing for the 2nd half of The Rowell HOA was sent on September 13, 2013 for $56,369.28 and received January 2024

- 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	Completed 11/21/23
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	Completion 12/15/23
SC – AC Replacement	Completed 1/11/23
CC – Replace Grinder Pumps	Completed 4/10/23
Node Clock Replacement	Completed in May
Rock Work	Started
Plant Replacement	
Escarpment Project	Bid was approved at the Nov 2023 Board Meeting
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.

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	Sep-23	Oct-23	Nov-23	Dec-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	$86,889.26	$120,485.01	$68,093.26	$26,407.13	$4,498,420.83	101%
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	$5,175.00	$2,925.00	$3,600.00	$2,250.00	$47,700.00	159%
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	$1,925.00	$4,025.00	$2,975.00	$1,400.00	$36,343.00	66%
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	$2,020.32	$4,294.36	$2,336.05	$953.64	$31,308.58	125%
Homeowner Income	Lien Admin Fees Income	$420	$14.00	$276.00	$327.46	$276.00	$138.00	$125.00	$69.00	$0.00	$152.00	$0.00	$0.00	$0.00	$1,377.46	328%
Homeowner Income	Filing Fee Income	$1,680	$56.00	$241.54	$280.00	$340.97	$120.03	$280.00	$56.00	$0.00	$168.00	$0.00	$0.00	$0.00	$1,542.54	92%
Homeowner Income	NSF Charges	$50	$0.00	$0.00	$0.00	$25.00	$0.00	$0.00	$0.00	$25.00	$0.00	$0.00	$0.00	$25.00	$75.00	150%
Homeowner Income Total		**$4,582,350**	**$34,269.53**	**$1,176,732.49**	**$679,993.92**	**$133,064.62**	**$261,268.09**	**$109,479.62**	**$1,328,272.93**	**$557,587.18**	**$96,329.58**	**$131,729.37**	**$77,004.31**	**$31,035.77**	**$4,616,767.41**	101%
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	$1,615.00	$1,375.00	$1,670.00	$580.00	$13,355.00	134%
Architectural Review I0come Total		**$10,000**	**$1,140.00**	**$960.00**	**$1,215.00**	**$940.00**	**$955.00**	**$1,240.00**	**$760.00**	**$905.00**	**$1,615.00**	**$1,375.00**	**$1,670.00**	**$580.00**	**$13,355.00**	134%
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	$0.00	$0.00	$1,834.11	$0.00	$7,336.44	82%
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	$0.00	$1,050.60	$0.00	$525.30	$5,653.45	86%
Rental Income Total		**$15,600**	**$1,100.00**	**$2,185.16**	**$0.00**	**$1,575.90**	**$1,834.11**	**$0.00**	**$1,050.60**	**$1,834.11**	**$0.00**	**$1,050.60**	**$1,834.11**	**$525.30**	**$12,989.89**	83%
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	$2,369.35	$2,575.00	$1,802.00	$505.00	$79,513.47	133%
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	$23,292.50	$21,604.00	$23,243.50	$18,662.50	$207,053.61	152%
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	$1,189.00	$2,760.59	$120.00	$117.00	$54,996.16	157%
Aquatics Income Total		**$231,500**	**$22,641.34**	**$27,451.30**	**$22,363.50**	**$35,065.50**	**$45,285.11**	**$37,962.10**	**$23,436.50**	**$29,117.45**	**$26,850.85**	**$26,939.59**	**$25,165.50**	**$19,284.50**	**$341,563.24**	148%
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	$5,600.00	$7,728.75	$4,347.50	$2,780.00	$86,267.25	173%
CCCC Income Total		**$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**	**$5,600.00**	**$7,728.75**	**$4,347.50**	**$2,780.00**	**$86,267.25**	173%
Landscape Reimbursements	Stratus Reimb	$109,000	$0.00	$0.00	$0.00	$54,500.00	$0.00	$0.00	$0.00	$0.00	$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	$17,600.00	$0.00	$0.00	$17,600.00	100%
Landscape Reimbursements Total		**$126,600**	**$0.00**	**$0.00**	**$0.00**	**$54,500.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$17,600.00**	**$0.00**	**$0.00**	**$72,100.00**	57%
Credit Card Rewards		$0	$0.00	$0.00	$7,500.00	$2,000.00	$0.00	$0.00	$500.00	$0.00	$1,000.00	$500.00	$0.00	$40,000.00	$51,500.00	####
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	$8,727.36	$8,695.04	$14,358.21	$7,009.82	$116,658.45	778%
Miscellaneous	Sales Tax Discount	$0	$0.30	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.30	
Miscellaneous Total		**$15,000**	**$5,421.41**	**$12,182.71**	**$14,860.93**	**$14,462.50**	**$8,698.79**	**$7,870.62**	**$15,367.48**	**$9,003.88**	**$9,727.36**	**$9,195.04**	**$14,358.21**	**$47,009.82**	**$168,158.75**	1121%
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	$0.00	$9,064.56	$0.00	$0.00	$18,071.61	120%
Rowell Reimbursement	The Rowell HOA	$110,000	$0.00	$0.00	$0.00	$0.00	$0.00	$55,897.12	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$55,897.12	51%
Rimbersement Total		**$125,000**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$9,007.05**	**$55,897.12**	**$0.00**	**$0.00**	**$0.00**	**$9,064.56**	**$0.00**	**$0.00**	**$73,968.73**	59%
Grand Total		**$5,156,050.00**	**$71,872.28**	**$1,225,719.16**	**$727,453.35**	**$244,022.27**	**$338,291.65**	**$222,098.21**	**$1,378,030.01**	**$607,282.62**	**$140,122.79**	**$204,682.91**	**$124,379.63**	**$101,215.39**	**$5,385,170.27**	104%

2023 CCHOA EXPENSE BUDGET

Category	Subcategory	2023 Budget	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Totals	%
Commons Area Services	Landscape Maint 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	$125,888.25	$125,888.25	$125,888.25	$125,888.25	$1,510,659.00	100%
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	$3,217.25	$3,217.25	$3,217.25	$3,217.25	$38,607.00	100%
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	$3,217.25	$3,217.25	$3,217.25	$3,217.25	$38,607.00	100%
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	$2,281.47	$2,281.47	$2,281.47	$2,281.47	$27,377.58	100%
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	$2,281.41	$2,281.41	$2,281.41	$2,281.41	$27,376.92	100%
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	$0.00	$53,115.03	$0.00	$53,115.03	100%
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	$10,174.24	$18,181.18	$24,062.86	$3,868.06	$143,106.59	102%
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	$57,147.51	$33,518.46	$27,687.03	$12,395.69	$287,856.22	113%
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	$2,100.00	$0.00	$0.00	$0.00	$8,864.18	111%
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	$2,681.94	$2,877.10	$3,422.37	$3,058.91	$35,586.18	99%
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	$1,200.00	$14,300.00	$15,870.38	$1,295.00	$76,624.28	102%
Commons Area Services	Fence Repairs & Maint	$8,000	$0.00	$0.00	$196.10	$0.00	$0.00	$0.00	$0.00	$250.00	$234.99	$0.00	$0.00	$0.00	$681.09	9%
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	$158.79	$1,505.90	$5,295.73	$26.92	$11,126.80	93%

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	$2,932.31	$455.26	$751.20	$2,572.49	$24,333.91	101%
Common Area Services	Non Contract Landscape - S	$20,000	$0.00	$0.00	$0.00	$0.00	$0.00	$8,934.84	$0.00	$0.00	$0.00	$0.00	$4,952.44	$6,500.00	$20,387.28	102%
Commons Area Services Total		**$2,273,714**	**$160,649.03**	**$168,521.68**	**$170,972.15**	**$162,237.61**	**$176,036.61**	**$186,065.78**	**$200,344.06**	**$219,597.83**	**$213,515.41**	**$207,723.53**	**$272,042.67**	**$166,602.70**	**$2,304,309.06**	101%
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	$1,338.56	$2,413.44	$2,807.50	$9,856.99	$53,579.02	82%
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	$0.00	$0.00	$350.97	$4,843.42	$14,724.48	54%
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	$9,324.89	$8,390.93	$4,887.31	$4,144.26	$80,064.55	84%
Aquatics Facilities	Supplies & Fees - Swim Tea	$19,000	$3,463.40	-$407.38	$911.25	$1,959.53	$1,023.28	$216.91	$1,385.11	$701.34	$1,141.66	$5,308.15	$2,062.06	-$2,307.71	$15,457.60	81%
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	$15,040.75	$1,881.85	$1,186.89	$5,491.15	$103,913.06	83%
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	$4,827.34	$3,798.31	$2,550.60	$4,505.88	$64,175.66	74%
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	$80,276.39	$65,065.81	$42,295.69	$50,970.62	$1,125,228.44	118%
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	$1,828.70	$544.63	$445.65	$148.50	$27,758.34	56%
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	$8,289.09	$9,105.37	$10,076.12	$12,205.20	$115,445.59	80%
Aquatics Facilities	SC-Utilities - 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	$2,842.45	$2,556.47	$2,142.99	$2,170.08	$27,745.55	92%
Aquatics Facilities	Avana _Utilities-Water	$9,000	$100.85	$685.84	$431.32	$100.85	$815.25	$175.72	$240.61	$1,187.94	$1,833.33	$1,842.42	$1,178.85	$175.72	$8,768.70	97%
Aquatics Facilities	GR- Utilities - Water	$4,500	$160.37	$231.10	$180.13	$197.61	$924.64	$159.73	$246.27	$336.03	$315.09	$235.82	$173.40	$173.40	$3,333.59	74%
Aquatics Facilities	SC-Utilities - 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	$2,591.72	$1,404.98	$2,333.19	$1,992.12	$24,637.45	75%
Aquatics Facilities	Avana - Utilities- Electric	$16,000	$643.00	$469.85	$818.17	$645.68	$873.64	$926.91	$1,035.58	$974.14	$1,013.13	$1,065.58	$945.49	$955.30	$10,366.47	65%
Aquatics Facilities	GR -Utilities-Electric	$9,000	$478.68	$528.22	$456.72	$448.23	$461.41	$438.65	$494.32	$529.46	$513.71	$520.26	$554.87	$517.89	$5,942.42	66%
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	$368.98	$152.76	$1,343.27	$2,892.67	$22,421.52	43%
Aquatics Facilities	SC-Utilities - Telephone/Inte	$15,000	$575.53	$575.53	$580.55	$580.55	$580.55	$580.55	$580.55	$1,507.65	$1,330.55	$580.55	$3,164.55	$580.55	$11,217.66	75%
Aquatics Facilities	Avana - Telephone/Internet	$5,000	$261.67	$262.37	$976.94	$261.41	$260.84	$261.03	$261.36	$248.57	$248.42	$249.52	$715.70	$164.36	$4,172.19	83%
Aquatics Facilities	GR- Telephone/Internet	$5,000	$282.08	$269.02	$973.58	$258.06	$257.49	$262.68	$263.01	$292.52	$271.58	$272.68	$275.21	$127.09	$3,805.00	76%
Aquatic Facilities Total		**$1,745,800**	**$76,754.09**	**$96,193.25**	**$142,049.33**	**$103,576.50**	**$145,919.75**	**$204,801.32**	**$258,904.70**	**$276,674.68**	**$133,396.34**	**$105,389.53**	**$79,490.31**	**$99,607.49**	**$1,722,757.29**	99%
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	$1,018.93	$532.75	$348.40	$709.45	$7,439.84	28%
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	$2,363.22	$2,073.53	$1,002.02	$1,107.87	$20,200.95	78%
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	$685.00	$685.00	$685.00	$685.00	$8,203.27	91%
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	$576.90	$584.83	$567.04	$4,556.82	$11,582.79	136%
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	$2,450.03	$2,608.71	$1,975.89	$4,724.80	$32,819.11	53%
Circle C Community Ctr Total		**$132,000**	**$4,507.62**	**$6,334.24**	**$6,035.28**	**$5,468.43**	**$5,540.43**	**$6,926.27**	**$8,242.81**	**$7,249.69**	**$7,094.08**	**$6,484.82**	**$4,578.35**	**$11,783.94**	**$80,245.96**	61%
Maintenance Operations	Office Supplies	$1,200	$150.47	$0.00	$0.00	$138.56	$0.00	$0.00	$127.98	$415.09	$0.00	$0.00	$0.00	$489.66	$1,321.76	110%
Maintenance Operations	Employee Education	$1,200	$215.00	$0.00	$0.00	$0.00	$0.00	$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	$0.00	$1,356.37	$0.00	$1,356.37	75%
Maintenance Operations	Staff Recruitment	$300	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$216.33	$216.33	72%
Maintenance Operations	Safety Equip/Supplies	$1,400	$0.00	$110.64	$38.94	$0.00	$273.69	$0.00	$0.00	$151.93	$0.00	$0.00	$161.80	$0.00	$737.00	53%
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	$15,897.88	$15,897.88	$15,897.88	$25,997.88	$216,772.44	96%
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	$4,456.45	$4,197.70	$4,197.70	$6,497.70	$61,000.85	64%
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	$1,256.00	$1,244.28	$1,235.95	$0.00	$15,495.06	77%
Maintenance Operations	Computer/Software	$1,400	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$1,428.63	$1,808.24	$0.00	$0.00	$0.00	$3,236.87	231%
Maintenance Operations	Tools/Supplies	$5,000	$556.56	$1,488.02	$20.00	$96.14	$86.57	$1,164.72	$0.00	$405.90	$0.00	$54.11	$1,007.28	$0.00	$4,879.30	98%
Maintenance Operations	Office Furniture	$600	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0%
Maintenance Operations Total		**$352,900**	**$22,802.19**	**$22,646.29**	**$32,118.91**	**$21,607.01**	**$22,428.86**	**$23,497.10**	**$22,416.53**	**$35,843.00**	**$23,418.57**	**$21,393.97**	**$23,856.98**	**$33,201.57**	**$305,230.98**	86%
HOA Operations	Office Supplies	$9,000	$457.23	$44.82	$764.17	$178.71	$88.76	$1,139.27	$941.96	$336.86	$77.34	$225.16	$441.20	$136.05	$4,831.53	54%
HOA Operations	Equip & Maintenance	$18,000	$341.27	$437.11	$366.66	$1,363.70	$131.84	$229.63	$68.20	$219.99	$544.82	$136.84	$6,048.04	$244.01	$10,132.11	56%
HOA Operations	HOA Owned Vehicle Expens	$8,000	$426.31	$1,643.54	-$3,805.69	$4,580.88	$173.50	$159.20	$152.95	$101.87	$108.78	$106.67	$291.71	$49.33	$3,989.05	50%
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	$154.08	$344.34	$334.30	$51.36	$18,370.83	92%
HOA Operations	Web Operations	$3,000	$69.79	$1,071.11	$305.30	$193.81	$38.40	$738.63	$166.32	$38.40	$99.60	$38.40	$166.98	$60.57	$2,987.31	100%
HOA Operations	Printing	$5,000	$2,400.03	$144.38	$0.00	$0.00	$0.00	$2,795.90	$123.58	$0.00	$0.00	$0.00	$77.07	$0.00	$5,540.96	111%
HOA Operations	HOA Meetings	$5,000	$2,988.31	$127.92	$445.48	$127.92	$297.47	$0.00	$127.92	$128.58	$128.58	$291.62	$177.01	$128.58	$4,969.39	99%
HOA Operations	Deed Restrictions	$5,000	$719.45	$0.00	$0.00	$719.45	$0.00	$0.00	$719.45	$0.00	$0.00	$719.45	$0.00	$0.00	$2,877.80	58%
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	$3,000.00	$2,030.50	$10,678.72	$0.00	$32,418.59	72%
HOA Operations	Professional Fees	$2,000	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$1,307.43	$55.48	$0.00	$0.00	$0.00	$0.00	$1,362.91	68%
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	$0.00	$0.00	$0.00	$0.00	$5,350.00	97%
HOA Operations Total		**$125,500**	**$13,070.76**	**$7,678.77**	**$3,117.88**	**$13,865.87**	**$5,418.19**	**$15,760.22**	**$5,804.34**	**$1,223.34**	**$4,113.20**	**$3,892.98**	**$18,215.03**	**$669.90**	**$92,830.48**	74%
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	$9,276.30	$9,276.30	$9,276.30	$9,276.30	$111,315.60	97%
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	$850.00	$950.00	$500.00	$700.00	$10,450.00	78%
Financial Management	Lien Filing Administrative Fe	$4,500	$840.00	$1,400.00	$104.00	$156.00	$104.00	$0.00	$156.00	$26.00	$0.00	$78.00	$30.00	$4,320.00	$7,214.00	160%

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	$8,413.86	$2,938.21	$4,191.97	$4,055.68	$68,749.95	172%
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	$0.00	$0.00	$461.50	$754.34	$10,858.58	109%
Financial Management Total		**$182,850**	**$13,548.79**	**$15,964.29**	**$23,651.72**	**$22,689.40**	**$15,992.81**	**$17,613.97**	**$9,126.47**	**$24,651.92**	**$18,540.16**	**$13,242.51**	**$14,459.77**	**$19,106.32**	**$208,588.13**	114%
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	$15,506.64	$15,506.64	$15,506.64	$25,506.64	$214,307.82	95%
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	$1,270.67	$1,259.44	$1,249.62	$0.00	$15,907.01	80%
HOA Management	Mileage Reimbursement	$6,000	$351.74	$454.57	$677.04	$577.06	$527.80	$410.95	$627.85	$432.83	$398.25	$348.47	$313.09	$374.66	$5,494.31	92%
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	$3,722.77	$3,722.77	$2,327.17	$3,025.33	$42,580.20	71%
HOA Management	Cont Ed & Skills Enhancemei	$2,000	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0%
HOA Management Total		**$313,000**	**$22,904.64**	**$22,224.10**	**$29,530.77**	**$21,505.93**	**$21,074.96**	**$20,982.02**	**$21,159.84**	**$28,868.28**	**$20,898.33**	**$20,837.32**	**$19,396.52**	**$28,906.63**	**$278,289.34**	89%
Architectural Review Expen:	Architectural Review Expens	$8,000	$969.00	$816.00	$1,032.75	$799.00	$811.75	$1,054.00	$646.00	$769.25	$1,372.75	$1,168.75	$1,419.50	$493.00	$11,351.75	142%
Architectural Review Expenses Total		**$7,500**	**$969.00**	**$816.00**	**$1,032.75**	**$799.00**	**$811.75**	**$1,054.00**	**$646.00**	**$769.25**	**$1,372.75**	**$1,168.75**	**$1,419.50**	**$493.00**	**$11,351.75**	151%
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	$0.00	-$3,904.00	$3,920.00	$940.50	$10,334.00	52%
Legal Services Total		**$20,000**	**$590.00**	**$95.00**	**$380.00**	**$0.00**	**$1,100.00**	**$0.00**	**$5,977.50**	**$1,235.00**	**$0.00**	**-$3,904.00**	**$3,920.00**	**$940.50**	**$10,334.00**	52%
Taxes	Property	$5,500	$9,986.25	$11.32	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$6,621.93	$16,619.50	302%
Taxes	Income/Franchise Taxes	$0	$0.00	$0.00	$0.00	$0.00	$0.00	$5,403.94	$0.00	$0.00	$0.00	$0.00	$0.00	$7,433.86	$12,837.80	####
Taxes Total		**$5,500**	**$9,986.25**	**$11.32**	**$0.00**	**$0.00**	**$0.00**	**$5,403.94**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$14,055.79**	**$29,457.30**	536%
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	$9,510.59	$9,510.59	$8,458.09	$9,535.59	$90,911.90	106%
Insurance	Auto	$6,000	$471.00	$471.00	$471.00	$471.00	$471.00	$471.00	$0.00	$525.64	$517.64	$517.64	$517.64	$517.64	$5,422.20	90%
Insurance	D & O Insurance	$12,000	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$13,155.00	$0.00	$0.00	$0.00	$0.00	$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	$5,112.00	$0.00	$0.00	$0.00	$19,284.67	121%
Insurance Total		**$119,500**	**$7,852.91**	**$7,852.91**	**$7,852.91**	**$7,852.91**	**$7,852.91**	**-$3,297.43**	**$30,871.00**	**$17,738.23**	**$15,140.23**	**$10,028.23**	**$8,975.73**	**$10,053.23**	**$128,773.77**	108%
Community Enhancement	Donations	$1,000	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$500.00	$0.00	$0.00	$0.00	$500.00	50%
Community Enhancement	Association Memberships	$2,000	$50.00	$0.00	$180.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$1,824.86	$119.99	$320.00	$2,494.85	125%
Community Enhancement Total		**$3,000**	**$0.00**	**$0.00**	**$180.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$500.00**	**$1,824.86**	**$119.99**	**$320.00**	**$2,944.85**	98%
Reserve Transfer		**$0**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	
Grand Total		**$5,281,264**	**$333,635**	**$348,338**	**$416,922**	**$359,603**	**$402,176**	**$478,807**	**$563,493**	**$613,851**	**$437,989**	**$388,083**	**$446,475**	**$385,741**	**$5,175,113**	**98%**

Expected Reserve Expenditures and Capital Improvement for 2023		**YTD**
SC Pool Covers	$8,000	$8,129.57
SC - Lane Lines	$10,000	$9,826.82
SC - Lounge Chairs	$2,000	$2,000.00
SC - Partical 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	$1,136.13
SC - AC Replacement	$12,000	$10,691.40
Node Clock Replacement	$75,000	$78,093.75
Rock Work	$25,000	$25,005.75
Escarpment Project	$500,000	$0.00
CCN Improvement	$200,000	$74,310.00
Construction Repairs	$50,000	$50,421.17
Storm Damage	$0	$426,137.57
Avana Pool Leak Repair	$0	$13,800.00
SC ppol/Renovation	$0	$37,558.37
SC Restroom Renovation	$0	$16,042.83

Total	**$923,000**	**$793,440.25**
Total Capital Budget Projects	**$923,000.00**	**$793,440.25**
Grand Total Expenses	**$6,204,264.00**	

Circle C Aquatics **November-23** **Winter Operations**

Facility Usage	Swim Center		Community Center		Avaña		Greyrock		Total	
	Nov-23	YTD	Nov-23	YTD	Nov-23	YTD	Nov-23	YTD	Nov-23	YTD
Resident Entries	1,847	49,260	0	14,654	0	12,027	0	3,451	**1,847**	**79,400**
Unique Residents	343	5,512	0	4,535	0	3,378	0	959	**343**	**7,935**
Unique Households	221	2,017	0	1,517	0	1,120	0	338	**221**	**2,714**
Guest Entries	1,457	4,304	0	1,423	0	892	0	172	**351**	**6,791**
Other Entries	73	20,038	0	0	0	0	0	0	**1,457**	**20,038**
Average Hourly Count	7		0		0		0			
Average % of Capacity	18%		0%		0%		0%			
Max Hourly Count	74		0		0		0			
Total Entries	**3,377**	**73,602**	**0**	**16,077**	**0**	**12,919**	**0**	**3,623**	**3,655**	**106,229**

Incidents	Swim Center		Community Center		Avaña		Greyrock		Total	
	Nov-23	YTD	Nov-23	YTD	Nov-23	YTD	Nov-23	YTD	Nov-23	YTD
Water Rescues	0	9	0	4	0	0	0	1	**0**	**14**
First Aid Responses	6	47	0	11	0	3	0	0	**6**	**61**
Sudden Illness Treatments	1	14	0	2	0	2	0	2	**1**	**20**
Patron/Facility Incidents	0	10	0	5	0	3	0	4	**0**	**22**
Biohazard Cleanups	0	16	0	7	0	4	0	2	**0**	**29**
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**
Total Incidents	**6**	**76**	**0**	**20**	**0**	**7**	**0**	**7**	**6**	**110**
Incident per Entry Ratio	**0.18%**	**0.10%**		**0.12%**		**0.05%**		**0.19%**	**0.16%**	**0.10%**

Revenue	Nov-23	YTD
Aquatics Programs	$ 1,802.00	$ 79,008.47
Swim Team	$ 23,243.50	$ 188,391.11
Guest Fees	$ 28.00	$ 12,402.00
Area Reservations	$ -	$ 3,500.00
Facility Rentals	$ -	$ 4,593.75
Lane Rentals	$ 429.00	$ 27,050.00
Other Facility Income	$ 92.00	$ 7,762.41
Total Aquatics Revenue	**$ 25,594.50**	**$ 322,707.74**

Programs	Nov-23
Select Swim Team	130
Masters Swimming	10
Group Swim Lessons	0
Private Swim Lessons	2
Water Aerobics	0
Certification Courses	20
WSI Course	0
Total Participants	**162**

Reservations & Rentals	Nov-23	YTD
Area Reservations	0	36
Facility Rentals	0	7
Lap Lane Reservations	0	788
Total Reservations	**0**	**831**

Aquatics Staffing	Nov-23
Lifeguards/Head Guards	67
Front Desk Staff	7
Instructors/Coaches	6
Total Staff	**80**

Resident Stats	Individuals	Households	Members / Household
Homeowners	14,017	5,411	2.59
Renters	793	221	3.59
New Memberships	9	19	
Totals	**14,810**	**5,632**	**2.63**

Circle C Aquatics **December-23** **Winter Operations**

Facility Usage	Swim Center		Community Center		Avaña		Greyrock		**Total**	
	Dec-23	YTD	Dec-23	YTD	Dec-23	YTD	Dec-23	YTD	**Dec-23**	**YTD**
Resident Entries	1,067	50,335	0	14,654	0	12,027	0	3,451	**1,067**	**80,467**
Unique Residents	280	5,523	0	4,535	0	3,378	0	959	**280**	**7,943**
Unique Households	195	2,023	0	1,517	0	1,120	0	338	**195**	**2,719**
Guest Entries	148	4,452	0	1,423	0	892	0	172	**148**	**6,939**
Other Entries	678	20,716	0	0	0	0	0	0	**678**	**20,716**
Average Hourly Count	13		0		0		0			
Average % of Capacity	5%		0%		0%		0%			
Max Hourly Count	57		0		0		0			
Total Entries	**1,893**	**75,503**	**0**	**16,077**	**0**	**12,919**	**0**	**3,623**	**1,893**	**108,122**

Incidents	Swim Center		Community Center		Avaña		Greyrock		**Total**	
	Dec-23	YTD	Dec-23	YTD	Dec-23	YTD	Dec-23	YTD	**Dec-23**	**YTD**
Water Rescues	0	9	0	4	0	0	0	1	**0**	**14**
First Aid Responses	0	47	0	11	0	3	0	0	**0**	**61**
Sudden Illness Treatments	0	14	0	2	0	2	0	2	**0**	**20**
Patron/Facility Incidents	1	11	0	5	0	3	0	4	**1**	**23**
Biohazard Cleanups	0	16	0	7	0	4	0	2	**0**	**29**
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**
Total Incidents	**1**	**77**	**0**	**20**	**0**	**7**	**0**	**7**	**1**	**111**
Incident per Entry Ratio	**0.05%**	**0.10%**		**0.12%**		**0.05%**		**0.19%**	**0.05%**	**0.10%**

Revenue	Dec-23	YTD
Aquatics Programs	$ 505.00	$ 79,513.47
Swim Team	$ 18,662.50	$ 207,053.61
Guest Fees	$ 20.00	$ 12,422.00
Area Reservations	$ -	$ 3,500.00
Facility Rentals	$ -	$ 4,593.75
Lane Rentals	$ -	$ 27,050.00
Other Facility Income	$ 97.00	$ 7,859.41
Total Aquatics Revenue	**$ 19,284.50**	**$ 341,992.24**

Programs	Dec-23
Select Swim Team	124
Masters Swimming	10
Group Swim Lessons	0
Private Swim Lessons	0
Water Aerobics	0
Certification Courses	0
WSI Course	0
Total Participants	**134**

Reservations & Rentals	Dec-23	YTD
Area Reservations	0	36
Facility Rentals	0	7
Lap Lane Reservations	0	788
Total Reservations	**0**	**831**

Aquatics Staffing	Dec-23
Lifeguards/Head Guards	67
Front Desk Staff	7
Instructors/Coaches	6
Total Staff	**80**

Resident Stats	Individuals	Households	Members / Household
Homeowners	13,963	5,375	2.60
Renters	669	187	3.58
New Memberships	15	6	
Totals	**14,632**	**5,562**	**2.63**

Circle C HOA
Maintenance Report for Board January 2024
Prepared by Robert Bardeleben -Facilities Director

All facilities for the most part survived the freeze. There was some minor damage but nothing too extensive or expensive has surfaced at this time.

SWIM CENTER COMPOUND/Maintenance Offices

- Routine Cleaning and Maintenance have been completed
- Minor Equipment and Facility Repairs Made
- New Comp Pool Filters Have Been Received—Estimated Install Completed Date 2/15/2024
- Pool Renovation/Replaster Started—Estimated Completed Date by Spring Break 2024—A 30ft crack in pool was revealed—see additional information in separate report.
- Pool Restroom Renovation Started—Working to have completed by Spring Break 2024---ran into some delays with City requiring plumbing/shower plan changes—this will require additional funding to complete. We have talked to the architect, and they are revising the plans to reflect what is required by the City of Austin. We are also obtaining bids for the additional plumbing work as well as shower pans and tile.
- Installed Water Cutoff Valve for Water to Comp Pump Room/Café—also had plumber run water line for new bottle filling station.

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.

NEIGHBORHOOD

- Minor repairs have been completed as needed
- Minor Graffiti Removal
- Repaired More Electrical Damage Caused by Google Fiber

AVANA AMENITIES CENTER

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

GREY ROCK AMENITIES CENTER

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

.

Status of Swim Center Renovation

(1/26/2024)

Pool Replasters/Repairs

The pool has been drained and all of the cutting around tile edges and chipping around edges has been completed. Atlantis has started water blasting the rest of the plaster. This blasting should be completed by February 3. Atlantis discovered a 30 ft crack in the pool that goes through into the gunite(concrete) structure. (See attached photos) This has prompted a change order of an additional $4,000 to original bid in order to repair this crack. The total cost still falls within the budgeted amount of the pool replaster/renovation.

The pool lights have been removed and light niches has been prepared to be filled in. The return line plumbing repairs in the gutters has been started.

This project is still in line to be completed by the original completion date in order to open for Spring Break.

Competition Pool Filter Replacement

The prep work for removing the old filters has been completed and the new filters have been received. Atlantis will remove the old filters and install the new filters starting Monday Jan 29. They are scheduled to be completed with the filters by February 15.

Swim Center Bathroom Renovation

- Paver Demo Complete
- Plumbing Demo Complete
- Trench Drains Installed and Plumbed In—Trench Drains Rough Inspection Passed but Rough Plumbing Inspection Review Failed—we will need to install separate drains for each shower and put a sealant barrier pan in each individual shower---we are working on a cost estimate for this.
- Shower Fixtures Ordered
- 60% of Electric Fixtures Have Been Received
- Concrete is on hold until rough plumbing is finished

We cannot give an estimated time of completion at this time but we will do all possible to be completed by Spring Break.

ATLANTIS
POOL PLASTERING

Contractor Change Order

Change Order #: 1

Date: 1/22/2024 Job Name: Circle C Ranch Swim Center

To: **Circle C Ranch Swim Center**

Contact:
Robert Bardeleben
512-796-9584

Contract Signed- 11-29-2023

Contractor: Atlantis Pool Plastering

Contact: Sage Watson – 325-669-1337

Change Description

The change order is to the contract – Circle C Ranch Swim Center

Add 30 ft. of Crack Repair to Scope

Prep surface

Apply stitching, epoxy, and poly fabric

2 layers of Membrane C included

Increase by this Change Order	$4000.00
Original Contract	$304,391.00
Previous Change Orders	
New Total Amount	**$308,391.00**

Atlantis Pool Plastering
7700 HWY 71 W STE 160
Austin, TX 78735

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

Contractor

Customer

2024 Circle C Swim Center Restroom Renovation

Plan Changes by City of Austin/Additional Funding Needed

(1/29/2024)

The City of Austin plumbing inspector came out on Thursday 1/16/2024. He failed the rough in plumbing inspection and the city is requiring plumbing/shower plan changes. This will require additional funding of approximately $30,000 to complete these changes.

Here is what the inspector is needing us to do plumbing wise in addition to what is already on the plan:

Each shower will need its own drain with a p-trap (no primer) that connects into the 3" main under the slab in the crawl space. The inspector is fine with tying into that 3" line in the crawl space between the restrooms. The shower drain lines will be run in 2" pvc with each one having its own 2" pvc vent tied into the existing vent manifold in the crawl space.

Each shower will need to have its own sealed pan and the walls will need to be waterproofed as well. The architect believes the best way to achieve this is to build the pans will a roll-on sealant and then tile all of the shower walls and stall floors.

We will be removing the already installed trap primers for the trench drains and installing a 4" bladder style trap seal in each trench drain trap. Inside of the crawl space we will be removing the floor drain and installing a new one towards the end of the building and also installing a cleanout at the end of the 3" line.

We have talked with the architect, and they are revising the plans to reflect these additional City of Austin requirements.

The expense break-down of these changes is as follows:

The additional plumbing work for installing the new drains is bid at $14,490.57

The bid to do the ground prep work for the plumber, build out the shower pans, and labor to tile the showers stall walls and floors is $11,000.

The estimate cost of the floor and wall tiles is $3000

The estimated total cost of the required additions to this project is $28,490.57.

Al Mac Plumbing And Gas

4521 Alta Loma Drive | Austin, Texas 78749
512-645-8578 | almac.atx@gmail.com

RECIPIENT:

Robert Bardeleben
5919 La Crosse Avenue
Austin, Texas 78739
Phone: (512) 796-9584

Quote #453	
Sent on	Jan 27, 2024
Total	**$14,490.57**

Product/Service	Description	Qty.	Unit Price	Total
4 shower drains / new floor drain in utility space		1	$14,490.57	$14,490.57*

A deposit of $5,796.00 will be required to begin.

Subtotal	$14,490.57
Texas (8.25%)	$0.00
Total	**$14,490.57**

* Non-taxable

-Install of 4 shower drains that will all be vented separately.
-Install of new floor drain and clean out in utility space behind showers.
-All floor drains will be ran separately and tie onto piping in utility space.

This quote is valid for the next 30 days, after which values may be subject to change.

ESTIMATE

Garcia Masonry
7800 Elderberry Dr
Austin, Texas 78745
United States

Phone: 5127852011
Mobile: (512)576-5169

BILL TO
Circle C HOA
Robert Bardeleben
7817 Lacrosse Ave
Austin, Texas 78739
United States

(512) 796-9584

Invoice Number: 212
Invoice Date: January 29, 2024
Payment Due: February 13, 2024
Amount Due (USD): **$11,000.00**

Items	Quantity	Price	Amount
Tile Showers tile work	1	$6,000.00	$6,000.00
Shower Pan Shower pan buildout	1	$4,000.00	$4,000.00
Demo Concrete Demo concrete haul away and put back	1	$1,000.00	$1,000.00

Subtotal: $11,000.00

Total: $11,000.00

Amount Due (USD): **$11,000.00**

Circle C Avana Pool

Pool Replaster and Repairs

The Avana Pool was built in 2014 and has had numerous problems from the start. The last full replaster of the pool was done in 2017 under warranty from the builder. This replaster stemmed from the numerous crack repairs that had to be made over the years. The typical life of quartz plaster in a commercial pool is 10 years but the Avana pool has been anything but typical. The pool plaster is showing wear to the point where it needs to be replastered. Most of this stems from the plumbing leaks and structure leaks over the last 6 years. The pool water level has fluctuated over the last 6 years causing plaster to be exposed at different times. The latest was a complete draining of the pool to repair cracks on the pool plaster surface that were leaking. The scope of work for the Avana Pool is as follows:

- Replaster Pool With DiamondBrite Quartz or like product
- Replaster Beach Entry Area with Pebble Tec or Like Product
- Tile Repairs Where Needed
- Replace Main Drain Grates—
- Replace Plastic Steps
- Caulk all Deck Expansion Joints
- Relocate Shallow End Grab Rail to Code
- Address Repaired Crack Areas in Bottom of Pool

We have obtained three estimates for this project. I have made notes in the Pool Plastering Process and on the bid comparison sheet.

Atlantis is the only company that bid a solution to the crack repair areas on the pool surface. The other two companies wanted to inspect the cracks first.

Circle C Avana

Plaster/Pool Repairs Bid Comparisons 2023-4

Company	Price	Prep	Bond Coat	Type Plaster	Includes Crack Repairs	Includes MicroGlass	Plaster Warr.	Repair Warr.	Completion Time
Progressive Commercial	$ 121,698.93	Chip Out	No	Quartz	No	No	5 Years	1 Year	4-5 Weeks
Commercial Swim	$ 66,638.70	Chip Out	Yes	Quartz	No	No	1 Year	1 Year	4-6 Weeks
Atlantis	$ 109,623.00	40,000 PSI Liquid Blaster	Yes	Pebble Quartz	Yes	No	5 Years	1 Year	4-6 Weeks
Atlantis w/Microglass	$123,494.00	40,000 PSI Liquid Blaster	Yes	Pebble Quartz	Yes	Yes	5 Years	1 Year	4-6 Weeks

Notes:

Commercial Swim's bid is extremely low and I feel very confident that there would be change orders to this bid. It is as if they missed something on the measurements. They verified that they felt comfortable with their measurements and bid. Something seemed off with that conversation.

The 40,000 PSI Liquid Blaster that Atlantis uses for Prep is extremely effective in getting rid of all loose material that could cause bonding issues.

Progressive Commercial and Atlantis both have 5 year plaster warranties where Commercial Swim's warranty is 1 year.

Atlantis's bid includes addressing the existing crack repairs in the pool with an extra protective waterseal coating. With Avana's history of leaks this would be extremely good.

Atlantis is the only one of these companies that is certified to install Microglass. With the research I have done on Microglass there is nothing but good things said about it and it's technology is rock solid. I believe the Microglass would benefit our pools.

Progressive Commercial and Commercial Swim were asked about addressing the cracks and they said they would have to wait until they could look at them to know what additional work would need to be done to repair them. They both said that any crack repairs would be at an extra cost to CCHOA.

BID PROPOSAL

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

OWNER INFORMATION
Circle C Avana Pool 6610 Trissino
5919 La Crosse Avenue Suite 100
Austin, TX 78739

Avana

Contact Information
Robert Bardeleben
PH: 512-796-9584

SCOPE OF WORK

Remove loose plaster and prep with 40,000 PSI Liquid Blaster and Replaster with Pebble Quartz white
2. Relocate Shallow End Grab Rail to Code
3. Make Tile repairs where needed
4. Replace Main Drain Grates
5. Replace Plastic Steps
6. Caulk all Deck Expansion Joints
7. Install Miracoat Membrane C with Fibermesh over existing cracks
8. Price includes Sales Tax

5 Year warranty on Pebble Quartz and 1 year labor

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

EXCLUSIONS

Draining & Cleaning of pool
Chemical start-up
Water to fill pool
Brushing of Walls

TOTAL BID: **One Hundred Nine Thousand Six Hundred Twenty Three & No Cents**

$109,623.00

Install MicroGlass on entire new pool finish surface **Add $13871.00**

10/16/2023 BY: Dennis Watson 12
Dennis Watson

PO BOX 952
Hutto, TX 78634
(512) 244-7946 / TICL375
info@commercialswim.com

Estimate

ESTIMATE#	1029530043
DATE	10/17/2023
PO#	

CUSTOMER

Circle C HOA
5919 La Crosse Avenue
Austin TX 78739

SERVICE LOCATION

Circle C HOA
6610 Trissino Drive
Austin TX 78739

Avana

DESCRIPTION

Repair coping
-replace plastic steps
- Replace all mastic
-Tile where needed
-relocate shallow end grab rail to code

Re-Plaster of Pool - Main pool
- Drain pools
- Under cut all tile that will remain
- Core hydrostatic relief holes if applicable
- Remove any un-bonded loose plaster
- Acid wash then power wash surface and tiles
- Install new demarcation tiles on steps for code compliance
- Apply CLI Bond Coat and let cure for 48 hours
- Install VGB compliant main drains
- Remove and replace in wall ladder steps
- Remove and replace all light rings
- full chip out
- Re-plaster pool in Blue Quartz plaster

work should take aprox. 4-6 weeks

1. All plaster has 1 year workmanship warranty
2. No warranty on pools with plaster dye.
3. FPP will not warranty any damage done to the plaster that is caused by a crack and/ or shifting of gunite/shotcrete shells, improper chemical balance, rebar or tie wire rust, pipes that are not leveled. Including lights. Any damage done to the plaster by animals, humans, or any unforeseen circumstances/ Acts of God.
4. If the pool requires water trucks, it is the builder's responsibily to coordinate that when the plaster is complete

Estimate

Description	Qty	Rate	Total
Prep amd Bond coat	4412.00	3.00	13,236.00
Step and bench tile per lf	134.00	16.00	2,144.00
Blue Quartz	4412.00	8.75	38,605.00

Description	Qty	Rate	Total
Slurry Box and Acid wash	1.00	2,400.00	2,400.00
Fittings (main drains - wall fittings)	1.00	1,000.00	1,000.00
Mastic	365.00	5.00	1,825.00
Replace plastic steps	3.00	750.00	2,250.00
Hand rail	1.00	100.00	100.00

CUSTOMER MESSAGE

Estimate Total: **$61,560.00**

Tax 5078.70

$ 66,638.70

PRE-WORK SIGNATURE

Signed By:

Progressive
Commercial Aquatics, Inc.

Project Name: Circle C lap Avana Replaster and handrail reset
Attn: Robert B.
Date: 6/26/23

Avana

Quote:

Plaster Portion:

- Remove plaster down to concrete surface(this is not a bond kote).
- Pressure wash and acid wash entire pool before plaster is laid.
- Apply Quartz tier 1 finish (color tbd from samples).
- Apply sandy beach mini pebble to beach entry area down to tile break.
- Acid wash new plaster and scrub excess residue before the pool is filled.
- Remove all debris from the site.
- Includes all dumpsters needed.
- Includes all new maindrain covers. The new covers we are replacing with have a 7 year life span.
- Owner is responsible for draining prior to us showing up and refilling when finished, we will chemically balance with start up chemicals that we provide once full and do the first brush and vacuuming and then facility staff will need to take it from there.

Tile Portion:

- Replace toe tile on any steps and benches with new nonskid toe tile and demarcation band between the sandy beach and the quartz plaster in the beach entry.

Equalizers:

- Plug each equalizer line so that they can be plastered over and remove the vgb covers and rings.

Reset (1) Hand Rail:

- Fill in old anchor in the top of the deck with grout.
- Fill in old anchor in pool with grout to be plastered over.
- Core hole on deck and in pool step off to side and relocate handrail with new anchors.
- Bond anchors.
- Pour anchor cement around anchors when done.

Grand Total: $112,423.95 + tax if taxable

Tax 9,274.98

$121,698.93

Thank you,

Myles Phelps
Progressive Commercial Aquatics, Inc.
15616 Schmidt Loop Manor, Texas 78653 (512) 278-0801 Fax (512) 350-2154
Website www.proaquatic.com E-Mail: mylesproaquatic@gmail.com

Community Center Re-Irrigation Pond Controller and Pumps

The initial estimate from J and K Utilities of about $18,000 to replace the panel and pumps for the pond re-irrigation system increased almost 100% to $35,520. I am working on trying to get other bids but have not had any luck with other companies on coming out to bid. J and K Utilities replaced the sewage lift station controller and pumps last year and did a great job. They were also involved in the original build of the systems.

In order to move forward with J and K Utilities bid there would need to be $17,520 more allocated to that project. I am working on getting a quote to replace just the controller and not the pumps as those were replaced about 5 years ago but I believe the best course is to replace the controller and pumps.

I can continue to look to get other estimates if the board wishes for me to do that.

J&K UTILITY
SERVICES
5607 WILLIAMSON Rd.
Creedmoor, TX. 78610
TECL # 26647

December 20, 2023

Circle C HOA
Water Quality Pond Lift Station
Attn.: Mr. Robert Bardelaben

Re: **WQP Lift Station Rehab**

J & K Utility Services, LLC is pleased to offer the following proposal for your consideration:

Complete Replacement

- Provide labor & equipment to remove existing pumps, floats & control panel.
- Provide & install two new Sulzer JTS-12CC 4 stage pumps, new floats, new 3R pump control panel.

Lump Sum $ 35,520.00

- Provide labor & equipment to remove existing pumps, floats & control panel.
- Provide & install two new Sulzer JTS-12CC 4 stage pumps, new floats, new 4 X stainless steel pump control panel.

Lump Sum $ 38,572.00

Excluded: Bonds, Permits & Fees

Existing piping will be reinstalled.

Quoted pricing is valid for 30 days from the date listed above.

All the work can be done in two days.

Unknown lead time on pumps & panel currently

We appreciate the opportunity to provide this quote and if you have any questions, please feel free to call my cell @ 512.739.7102. If this meets with your approval, please sign/date below and email back to john@jnkus.com